Planning and Zoning Fees

<https://ecode360.com/11307643>

**[Fees established. [1]](https://ecode360.com/11307643%22%20%5Cl%20%2211307644)**

[Amended 12-22-1982 by Ord. No. 82-40; 12-12-2005 by Ord. No. 05-35[**[2]**](https://ecode360.com/11307643#ft11307644-2)]

[**A.**](https://ecode360.com/11307645#11307645)**Pennsauken Township Planning Board fee schedule.**

[Amended 9-15-2010 by Ord. No. 2010:22]

[**(1)**](https://ecode360.com/11307646#11307646)**Site plan review.**

[**(a)**](https://ecode360.com/11307647#11307647)Preliminary approval.

[**[1]**](https://ecode360.com/11307648#11307648)Filing fee: $200.

[**[2]**](https://ecode360.com/11307649#11307649)Engineer's review: $2,500 plus $200 per acre.

[**[3]**](https://ecode360.com/11307650#11307650)Legal review: $250.

[**[4]**](https://ecode360.com/11307651#11307651)Planner's review, if required: $1,000 plus $200 per acre.

[**[5]**](https://ecode360.com/11307652#11307652) Stenographic reporter (if reporter is requested by the applicant): $350.

[**(b)**](https://ecode360.com/11307653#11307653)**Final approval.**

[**[1]**](https://ecode360.com/11307654#11307654)Filing fee: $200.

[**[2]**](https://ecode360.com/11307655#11307655)Engineer's review: $1,500 plus $100 per acre.

[**[3]**](https://ecode360.com/11307656#11307656)Legal review: $250.

[**[4]**](https://ecode360.com/11307657#11307657)Planning review, if required: $500 plus $100 per acre.

[**[5]**](https://ecode360.com/11307658#11307658)Inspection, site improvements: At the rate of 5% of the Engineer's estimated costs of improvements shall be paid at the time final approval is granted and prior to commencement of construction. The applicant or agent will notify the Engineer, in writing, 48 hours prior to the start of any construction work.

[**(c)**](https://ecode360.com/11307659#11307659)**Multifamily development (apartments).**

[**[1]**](https://ecode360.com/11307660#11307660)**Preliminary plat.**

[**[a]**](https://ecode360.com/11307661#11307661)Filing fee: $200.

[**[b]**](https://ecode360.com/11307662#11307662)Engineering review: $2,500 plus $10 per unit.

[**[c]**](https://ecode360.com/11307663#11307663)Legal review: $250 plus $5 per unit.

[**[d]**](https://ecode360.com/11307664#11307664)Planner's review, if required: $1,000 plus $10 per unit.

[**[e]**](https://ecode360.com/11307665#11307665)Stenographic reporter (if reporter is requested by the applicant): $500.

[**[2]**](https://ecode360.com/11307666#11307666)**Final plat.**

[**[a]**](https://ecode360.com/11307667#11307667)Filing fee: $200.

[**[b]**](https://ecode360.com/11307668#11307668)Engineering review: $1,500 plus $5 per unit.

[**[c]**](https://ecode360.com/11307669#11307669)Legal review: $250 plus $5 per unit.

[**[d]**](https://ecode360.com/11307670#11307670)Planning review, if required: $500 plus $5 per unit.

[**[e]**](https://ecode360.com/11307671#11307671)Inspection, site improvements: At the rate of 5% of the Engineer's estimated costs of improvements shall be paid at the time final approval is granted and prior to commencement of construction. The applicant or agent will notify the Engineer, in writing, 48 hours prior to the start of any construction work.

[**(d)**](https://ecode360.com/11307672#11307672)**Escrow accounts:**

[**[1]**](https://ecode360.com/11307673#11307673)Moneys paid into the escrow accounts are used by the Township to pay its professional personnel to process, review and make recommendations on the proposed plat and the inspection of improvements. The professional personnel use the fees to cover their overhead expenses incidental to the particular profession.

[**[2]**](https://ecode360.com/11307674#11307674)If, during the existence of this escrow account, the balance of funds held by the Township shall be insufficient to cover vouchers submitted by the professionals, the applicant shall deposit additional sums with the Township to cover the amount of the deficit and the anticipated amount to cover all remaining work within 10 days. In the event that an applicant failed to deposit the additional escrow moneys as required within the time set forth in this subsection, the Township, through its agents and employees, shall take whatever action deemed necessary in order to compel the payment of the escrow amount. In addition, the professional personnel may take any action individually as they deem necessary to satisfy the vouchers submitted.

[**[3]**](https://ecode360.com/11307675#11307675)All excess moneys in the escrow account will be returned at the time of final release of maintenance bonds for improvements to the applicant with a statement of money expended against the account. If, at any time prior to final approval, the applicant elects to withdraw the request for approval and abandon the project, any moneys remaining in the escrow account, after all proper charges have been paid, will be returned to the applicant with a statement of money expended against the account.

[**(2)**](https://ecode360.com/11307676#11307676)**Minor subdivision.**

[**(a)**](https://ecode360.com/11307677#11307677)Filing fee: $300.

[**(b)**](https://ecode360.com/11307678#11307678)Legal review: $300.

[**(c)**](https://ecode360.com/11307679#11307679) Engineer's review: $800.

[**(d)**](https://ecode360.com/11307680#11307680)If, at any time, the Planner is requested by the Planning Board to review, inspect or make reports or recommendations on the proposed subdivision, the applicant shall post an additional escrow in keeping with an estimate of review costs to be submitted by the appropriate professional.

[**(e)**](https://ecode360.com/11307681#11307681)Stenographic reporter (where a "C" variance is requested and a reporter is requested by the applicant): $350.

[**(f)**](https://ecode360.com/11307682#11307682) **Escrow accounts:**

[**[1]**](https://ecode360.com/11307683#11307683)Moneys paid into the escrow accounts are used by the Township to pay its professional personnel to process, review and make recommendations on the proposed plat and the inspection of improvements. The professional personnel use the fees to cover their overhead expenses, including administration, clerical staff and other expenses incidental to the particular profession.

[**[2]**](https://ecode360.com/11307684#11307684)If, during the existence of this escrow account, the balance of funds held by the Township shall be insufficient to cover vouchers submitted by the professionals, the applicant shall deposit additional sums with the Township to cover the amount of the deficit and the anticipated amount to cover all remaining work within 10 days. In the event that an applicant fails to deposit the additional escrow moneys as required within the time set forth in this subsection, the Township, through its agents and employees, shall take whatever action deemed necessary in order to compel the payment of the escrow amount. In addition, the professional personnel may take any action individually as they deem necessary to satisfy the vouchers submitted.

[**[3]**](https://ecode360.com/11307685#11307685)All excess moneys in the escrow account will be returned at the time of final release of maintenance bonds for improvements to the applicant with a statement of money expended against the account. If, at any time prior to final approval, the applicant elects to withdraw the request for approval and abandon the project, any moneys remaining in the escrow account after all proper charges have been paid will be returned to the applicant with a statement of money expended against the account.

[**(3)**](https://ecode360.com/11307686#11307686)**Major subdivisions, residential.**

[**(a)**](https://ecode360.com/11307687#11307687)Sketch plat. Planner's review: $500 plus $10 per lot/unit for the first 40 lots, together with $5 per lot for all over 40 lots.

[**(b)**](https://ecode360.com/11307688#11307688)**Preliminary plat.**

[**[1]**](https://ecode360.com/11307689#11307689)Filing fee: $200.

[**[2]**](https://ecode360.com/11307690#11307690)Engineering review: $1,500 plus $20 per lot, plus $100 per acre devoted to nonresidential.

[**[3]**](https://ecode360.com/11307691#11307691)Legal review: $250.

[**[4]**](https://ecode360.com/11307692#11307692)Stenographic reporter (if reporter is requested by the applicant): $500.

[**[5]**](https://ecode360.com/11307693#11307693)Planner's review, if required: $1,500 plus $20 per lot, plus $100 per acre devoted to nonresidential.

[**(c)**](https://ecode360.com/11307694#11307694)**Final plat.**

[**[1]**](https://ecode360.com/11307695#11307695)Filing fee: $200.

[**[2]**](https://ecode360.com/11307696#11307696)Engineering review: $1,000 plus $10 per lot (any nonresidential will apply under site plan application).

[**[3]**](https://ecode360.com/11307697#11307697)Legal review: $250.

[**[4]**](https://ecode360.com/11307698#11307698)Planning review, if required: $1,000 plus $10 per lot.

[**[5]**](https://ecode360.com/11307699#11307699)Inspection, site improvements: At the rate of 5% of the Engineer's estimated costs of improvements shall be paid at the time final approval is granted and prior to commencement of construction. The applicant or agent will notify the Engineer, in writing, 48 hours prior to the start of any construction work.

[**(d)**](https://ecode360.com/11307700#11307700)**Escrow accounts:**

[**[1]**](https://ecode360.com/11307701#11307701)Moneys paid into the escrow accounts are used by the Township to pay its professional personnel to process, review and make recommendations on the proposed plat and the inspection of improvements. The professional personnel use the fees to cover their overhead expenses, including administration, clerical staff and other expenses incidental to the particular profession.

[**[2]**](https://ecode360.com/11307702#11307702)If, during the existence of this escrow account, the balance of funds held by the Township shall be insufficient to cover vouchers submitted by the professionals, the applicant shall deposit additional sums with the Township to cover the amount of the deficit and the anticipated amount to cover all remaining work within 10 days. In the event that an applicant fails to deposit the additional escrow moneys as required within the time set forth in this subsection, the Township, through its agents and employees, shall take whatever action deemed necessary in order to compel the payment of the escrow amount. In addition, the professional personnel may take any action individually as they deem necessary to satisfy the vouchers submitted.

[**[3]**](https://ecode360.com/11307703#11307703)All excess moneys in the escrow account will be returned at the time of final release of maintenance bonds for improvements to the applicant with a statement of money expended against the account. If, at any time prior to final approval, the applicant elects to withdraw the request for approval and abandon the project, any moneys remaining in the escrow account after all proper charges have been paid will be returned to the applicant with a statement of money expended against the account.

[**[4]**](https://ecode360.com/11307704#11307704)The above management of escrow accounts shall also apply to Subsection [**A(4)**](https://ecode360.com/11307705#11307705) hereafter, Major subdivisions, industrial, commercial and professional zones.

[**(4)**](https://ecode360.com/11307705#11307705)**Major subdivisions, industrial, commercial and professional zones.**

[**(a)**](https://ecode360.com/11307706#11307706)Sketch plat. Planner's review: $1,000 plus $50 per acre.

[**(b)**](https://ecode360.com/11307707#11307707)Preliminary plat.

[**[1]**](https://ecode360.com/11307708#11307708)Filing fee: $200.

[**[2]**](https://ecode360.com/11307709#11307709)Engineer's review: $1,500 plus $75 per acre.

[**[3]**](https://ecode360.com/11307710#11307710)Legal review: $250.

[**[4]**](https://ecode360.com/11307711#11307711)Planning review, if required: $1,000 plus $50 per acre.

[**[5]**](https://ecode360.com/11307712#11307712)Stenographic reporter (if the reporter is requested by the applicant): $500.

[**(c)**](https://ecode360.com/11307713#11307713)**Final plat.**

[**[1]**](https://ecode360.com/11307714#11307714)Filing fee: $200.

[**[2]**](https://ecode360.com/11307715#11307715)Engineer's review fee: $1,000 plus $50 per acre.

[**[3]**](https://ecode360.com/11307716#11307716)Legal review: $250.

[**[4]**](https://ecode360.com/11307717#11307717)Planner's review, if required: $1,000 plus $25 per acre.

[**[5]**](https://ecode360.com/11307718#11307718)Inspection, site improvements: At the rate of 5% of the Engineer's estimated costs of improvements shall be paid at the time final approval is granted and prior to commencement of construction. The applicant or agent will notify the Engineer, in writing, 48 hours prior to the start of any construction work.

[**(5)**](https://ecode360.com/11307719#11307719)Informal review. Informal review by the Planning Board for site plan, multifamily development, minor subdivision, major subdivision for residential, industrial, commercial or professional: review filing fee of $200.

[**(6)**](https://ecode360.com/11307720#11307720)Any internal lot line change made once approval has been granted shall be applied for to the Planning Board under the minor subdivision application schedule and the site plan application schedule as a prerequisite to applying for a building permit.

[**B.**](https://ecode360.com/11307721#11307721)**Pennsauken Township Zoning Board of Adjustment fee schedule.**

[**(1)**](https://ecode360.com/11307722#11307722)All applications for residential zoning relief under N.J.S.A. 40:55D-70a and b (Section 57a and b of the Municipal Land Use Law prior to codification): $150.

[**(2)**](https://ecode360.com/11307723#11307723)All applications for residential zoning relief under N.J.S.A. 40:55D-70c (Section 57c of the Municipal Land Use Law prior to codification): $150.

[**(3)**](https://ecode360.com/11307724#11307724)All applications for residential zoning relief under N.J.S.A. 40:55D-70d (Section 57d of the Municipal Land Use Law prior to codification): $250.

[**(4)**](https://ecode360.com/11307725#11307725)All applications for nonresidential zoning relief under N.J.S.A. 40:55D-70a through d (Section 57 of the Municipal Land Use Law prior to codification): $500.

[**(5)**](https://ecode360.com/11307726#11307726)In addition to the fees set forth above, the applicant will be required to deposit the following sums in an escrow fund with the Township Treasurer to cover those expenses necessary to pay the fees or charges of any professional personnel employed by the Zoning Board to process, review, inspect, study and make recommendations on said application, including but not limited to the services of a planner, attorney at law and/or an engineer. Such deposits shall be required where, in the opinion of the Planning and Zoning Coordinator, special reason(s) exist by virtue of the nature or scope of the application which entail review, study and recommendations by the professional staff of the Board. For those applications involving relief sought only under N.J.S.A. 40:55D-70a or b, the escrow deposit shall be $450. For other applications invoking the jurisdiction of N.J.S.A. 40:55D-70c or d, or any combination of relief request: $1,000.

[**(a)**](https://ecode360.com/11307727#11307727)The applicant's failure to deposit said escrow moneys as required above, on or before the date of the hearing before the Board, shall result in a postponement of the hearing on the subject application. If it becomes necessary for the Board to grant two consecutive postponements of a hearing for failure of the applicant to make such deposits, then the Board, in its discretion, shall have the power to dismiss the application for failure to file a proper and complete application.

[**(b)**](https://ecode360.com/11307728#11307728)If said escrow funds on deposit exceed the actual costs incurred by the Board or if it becomes clear that the escrow fund is or will be sufficient to cover the cost of professional personnel engaged by the Board to conduct the review, study inspections and/or recommendations, then and in this event the excess shall be returned to the applicant.

[**(c)**](https://ecode360.com/11307729#11307729)If the said escrow funds on deposit do not exceed the anticipated actual costs incurred or to be incurred by the Board and it becomes evident that additional funds are necessary to adequately cover the completion of the services rendered by the professional personnel as engaged above for this application, then and in this event an additional sum, to be fixed by the Board, shall be paid by the applicant, but in no event shall the additional escrow deposit exceed twice the amount of the escrow charges set forth in this subsection.

[**C.**](https://ecode360.com/11307730#11307730)**Pennsauken Township governing body fee schedule.**

[**(1)**](https://ecode360.com/11307731#11307731)Upon all appeals from decisions of the Zoning Board of Adjustment, a filing fee of $250 will be paid.

[**(2)**](https://ecode360.com/11307732#11307732)In addition to the said filing fees, the appellant shall provide, at his or her expense, an original and three copies of a transcript of the entire hearing conducted before the appropriate Boards.

[**(3)**](https://ecode360.com/11307733#11307733)An escrow deposit to cover professional services, which may entail the services of a planner, attorney at law or engineer to review, study, inspect and/or make recommendations to the governing body in connection with the appeal. Copies of any reports emerging from such process shall be furnished to the appellant three days prior to the hearing of the appeal. Such escrow deposit shall be placed with the Township Treasurer and shall be used for the payment of actual fees submitted by said professional personnel, in an amount ranging from $300 to $1,000, depending upon the decision of the Planning and Zoning Coordinator, based on the nature and extent of the proceedings occurring before the Boards of original jurisdiction and depending upon the scope of appellate review sought by the appellant.

[**(a)**](https://ecode360.com/11307734#11307734)Failure of the appellant to deposit such escrow moneys as required by Subsection [**C(3)**](https://ecode360.com/11307733#11307733) above, at least 10 days prior to the date scheduled for the hearing of the appeal by the governing body, shall result in a postponement of the appeal. If it becomes necessary for the governing body to grant two consecutive postponements of the hearing for failure of the applicant to provide the sufficient moneys to cover the escrow deposits outlined above, the governing body, in its discretion, shall have the power to dismiss the appeal for failure to file a proper and complete appeal.

[**(b)**](https://ecode360.com/11307735#11307735)If the said escrow funds on deposit shall exceed the actual costs incurred by the governing body or if it becomes clear that the escrow fund is or will be sufficient to cover the cost of professional personnel engaged by the governing body to conduct the review, study inspections and/or recommendations, then and in this event the excess shall be returned to the appellant.

[**(c)**](https://ecode360.com/11307736#11307736)If the said escrow funds on deposit do not exceed the anticipated actual costs incurred or to be incurred by the governing body and it becomes evident that additional funds are necessary to adequately cover the completion of the services rendered by the professional personnel as engaged above for this appeal, then and in this event, an additional sum, to be fixed by the governing body, shall be paid by the appellant, but in no event shall the additional escrow deposit exceed twice the amount of escrow charges set forth in this subsection.

[[1]](https://ecode360.com/11307643#ref11307644-1)

*Editor's Note: Ordinance No. 78-29A, adopted 10-15-1979, provided that a fee of $10 shall be charged to anyone requesting from the Township a list of owners' names and addresses of properties located within 200 feet of a property that is subject to a Zoning Board of Adjustment or Planning Board application for relief.*

[[2]](https://ecode360.com/11307643#ref11307644-2)

*Editor's Note: This ordinance also provided, in part, as follows: "where the ancillary jurisdiction of either the Planning Board or the Zoning Board is invoked so that one or more of these Boards are performing the concurrent jurisdiction of the other Board, then the fees shall be cumulatively charged to the applicant. An applicant may consult with the Township's Planning and Zoning Coordinator to establish the extent of fees to be charged hereunder."*