Coolbaugh Township Fee Schedule

Administrative Fees

Mailing Fee	Actual Postage
Returned Check Charge	$25.00 plus current bank charge
Mileage Reimbursement	Current IRS Rate

Copies of Documents

Photocopies	
Black and White	$0.25 per page
Color	$0.50 per page
Township Code of Ordinances (CD)	$10.00
Township Code of Ordinances (Hard Bound Copy)	$150.00
Township Subdivision Ordinance No. 22	$50.00 plus postage and handling
Township Zoning Ordinance No. 27	$50.00 plus postage and handling
Township Zoning Map	$10.00

****Prepayment required if total fees are estimated to exceed $100.00****

Drop off Center Fees (per load based on vehicle size)

Bulk drop off available to Township Residents with qualifying Township Recycling Card

****Fees for Recycling will be charged to residents that have exhausted the four free drop-off punches they were issued for the year. ****

Township Resident Recycle Cards (One Punch Items)

Single Item	$1.00 - $5.00 depending on size
Automobile	$10.00
SUV/Minivan	$30.00
Pickup Truck	$30.00
Trailer (8ft. Or smaller)	$30.00
Utility Van/Dump Truck (One Ton)	$40.00

Township Resident Recycle Cards (Two Punch Items)

Dump Truck (single-axle)	$50.00
Box Van/U-Haul Vehicles (6-8ft)	$50.00
Trailer (longer than 8ft.)	$60.00
Any Enclosed Trailer/Vehicle (up to 10 ft.)	$60.00

No Tractor Trailers, Tri-Axles, Vehicle or Trailers over 10 feet or Tandems will be accepted

Bulk Drop off available according to designated schedule set annually.

Environmental Requirement: Any refrigerator, freezer or anything containing Freon will be drained and disposed of by a certified technician at our facility at a cost of $30.00 per unit. If the owner had the unit drained, the Township requires a certificate of disposal.

NOTE: Electronic devices covered under the Covered Device Recycling Act (computers, TVs, monitors, printers, laptops, etc.) are accepted free of charge. Vehicles containing only covered electronic devices will not be charged a load fee.

Acceptable Electronic Equipment {Essentially anything with a plug that is nonhazardous)

Televisions	Wire/Cabling
Monitors	Hardware
Peripherals	Networking Devices Computer
Printing Devices	Devices
Power Supplies	

Unacceptable Electronics

Audio/Video Devices	Cartridges
Communication Devices	Telecommunication Devices
Surge Protectors	Batteries
Home Appliances	Fire Alarms
Lab/Test/Measurement devices	Gas-powered Equipment
Fax Machines	Lawn Equipment

Tires (off rims) $5.00 each (truck tires or car tires)

COMPOSTING SITE FEES- Acceptable materials are leaves, grass clippings, brush and tree trimmings.

A pay as you go option is available for Commercial Accounts with rates outlined below.

Type of Vehicle	Coolbaugh Township Resident	Commercial/ Monroe County Resident
Car/Van	No Fee	$5.00
Pick-Up Truck	No Fee	$20.00
One Ton Dump Truck	No Fee	$35.00
Single Axel Dump Truck	No Fee	$50.00
Tandem Axel Dump Truck	No Fee	$100.00
Single Axel Utility Trailer	No Fee	$20.00
Tandem Axel Utility Trailer	No Fee	$25.00
Heavy Duty Dump Trailer	No Fee	$35.00
Fifth Wheel Dump Trailer	No Fee	$100.00
Chipper/Forestry Truck- Wood Chips	No Fee	$50.00
Chipper/Forestry Truck- Brush/Limbs	No Fee	$50.00

Material Loading Fee Schedule

Material/Quantity	Coolbaugh Township Resident	Commercial/Monroe County Resident
Mulch (3 yards or less)	No Fee	$10.00
Mulch (each additional 3 yards)	No Fee	$10.00
Compost (3 yards or less)	No Fee	$20.00
Compost (each additional 3 yards)	No Fee	$20.00

LICENSES/ PERMITS

New Alarm Permits	$50.00
Alarm Permit should be provided to the alarm installation company prior to installation of system	
Establish a Use / Change of Use	$100.00
Annual Septic Pumper/Hauler Permit	$30.00
Requires annual submission of Certificate of Insurance	

SEWER	Fees

Sewage Permit Application: **$ 450.00**
Includes initial site visit for up to two (2) soil probe evaluations (additional probes conducted during same site visit read at $40.00 each), review completed application and system design, (additional design reviews $75.00 each submission), inspect stakeout of the system, and permit issuance.

Percolation Testing: **$ 425.00**
Performed by other; witnessed by Township

Inspections: **$110.00 each**
Elevated absorption areas (4 inspections)
Inground absorption areas (3 inspections)

Call Back Fee: **$ 145.00**
For each site visit and/or inspection or re-inspection in addition to the above or not described elsewhere

Tank Replacement Permit: **$ 350.00**
Includes initial site evaluation, application review, permit issuance, and inspection of completed work prior to backfill

Well Isolation Distance Waiver Request: **$ 300.00**

Individual Onlot Sewage Disposal System (Repair or Modification)

Repair/Modification Permit Application - Major: **$ 375.00**
Includes initial site visit for investigation and evaluation of the situation by the Township Sewage Enforcement Officer (SEO), permit issuance and one (1) inspection of repairs or modifications not involving installations or alterations to absorption areas. **Note:** For fees relating to repairs or modifications involving the installation of, or alteration to, absorption areas, the fees listed under "New" activity apply (see above).

Repair/Modification Permit Application - Minor: **$ 250.00**
Initial site evaluation by the Township Sewage Enforcement Officer (SEO) is not required. Includes review of application, permit issuance and one (1) inspection of repairs or modifications not involving installations or alterations to absorption areas. **Note:** For fees relating to repairs or modifications involving the installation of, or alteration to, absorption areas, the fees listed under "New" activity apply (see above).

Community Onlot Sewage Disposal System (New or Repair)

All costs for performing permit-related activities shall be reimbursed to the Township by the developer or applicant in accordance with the adopted professional rate schedule in place at the time the services were provided. An escrow account must be established with the Township by the applicant for this purpose.

For the purpose of this calculation, one (1) equivalent dwelling unit (EDU) is equal to 400 gallons per day (gpd) of calculated sewage flow.

Initial Deposit:
$ 400.00 per lot or EDU,
or $1,600.00 minimum

SEWAGE FACILITIES PLANNING MODULE REVIEW

All costs for performing soils investigations and planning module reviews shall be reimbursed to the Township by the developer or applicant in accordance with the adopted professional rate schedule in place at the time the services were provided. An escrow account must be established with the Township by the applicant for this purpose. For the purpose of this calculation, one (1) equivalent dwelling unit (EDU) is equal to 400 gallons per day (gpd) of calculated sewage flow.

Initial Deposit:
$400.00 per lot or EDU, or
$2,175.00 minimum

Short Term Rentals

Initial Short-Term Rental License Application Fee	$200.00
Short Term Rental Annual License Renewal Application Fee	$150.00
Short Term Rental Re-Inspection Fee	$40.00

COOLBAUGH TOWNSHIP WASTEWATER TREATMENT PLANT FEES

Tap-In to Coolbaugh Township's Wastewater Treatment Plant	$3,500.00 per EDU
Residential and Nonprofit Users, per EDU per month	$54.34
Commercial establishments & Multi-family dwelling users per EDU per month	$62.47
Industrial users (including significant users), per EDU per month	$71.86

If the construction or installation of an individual sewage system or community system, and if any building or structure for which such system is to be installed, has not commenced within three years after issuance of a permit for such system, the said permit shall expire, and a new permit shall be obtained prior to the commencement of said construction or installation.
***No refunds, either partial or full, shall be made to the applicant if the application is denied.**

STREETS

Minor Road Opening Application		$250.00
Major Road Opening Application		$250.00
*Minimum Escrow Amount Required for Major Road Opening Application	$500.00	
Road Surface Restoration	TBD Based on actual cost	

*Surface Restoration Guarantees to be determined at time of application based on cost estimate.

Emergency Work Permit		$250.00
*Minimum Escrow Amount for Emergency Work Permit (2 yrs.)	$10,000.00	

Driveway Permits-residential permit for access driveway to house	$100.00
New:	$75.00
Repair/Pave:	
Driveway Permit- Commercial	$250.00
Public Street and Road Regulations- review of plan and description of street offered for dedication (each street)	$500.00

SUBDIVISION AND LAND DEVELOPMENT PLANS		ESCROW FEES	
Land Development Plan Application Fee:	$400.00		
Land Development Plan up to 10 acres; major subdivision plan up to 10 acres		$5,000.00	
Land Development Plan over 10 acres; major subdivision plan over 10 acres		$10,000.00	
Minor Subdivision Plan		$1,000.00	
Natural Features & Conservation Ordinance (Not in conjunction with a Land Development Plan or Subdivision)		$250.00	
Stormwater Ordinance		$1,000.00	

***All engineering and other appropriate consulting fees shall be paid by the applicant. To accomplish this end, for each project, the Township shall establish an escrow account with a deposit in the amount as outlined above. The invoiced fees plus an administrative fee of 20% will be deducted from the escrow account as incurred. When the project reaches a level of submitting an improvements agreement, $1,000.00 will be retained in the escrow account to cover final engineering/consulting fees, and the remainder will be returned to the applicant. (In the unlikely event of insufficient funds in the escrow account, the applicant will be billed by the Township for the balance due.)**

Minor Subdivision for combining adjacent lots within recorded subdivisions-Application			$200.00
	Escrow	$300.00	

ZONING ORDINANCE- BUILDING CONSTRUCTION FEES AND PERMITS

Zoning Amendment/ Zone Change Request		$800.00
Zoning Permits-minimum permit application fee for any structure requiring a permit, including but not limited to decks, sheds and pools		$100.00
Zoning Permits -permit application fee for any structure requiring a permit that exceed 200 sq. ft.		
Tier 1:	200 sq.ft - 10,000 sq. ft	.50¢ per sq. ft
Tier 2:	10,001 sq. ft. - 50,000 sq.ft	.05¢ per sq. ft
Tier 3:	Add an additional $5.00 for each additional 500 sq. ft. up to a maximum permit fee total not to exceed $10,000.00	

Cost is based on the gross area of the floor of any building or structure, measured from the exterior walls or from the center lines of walls separating a building or structure, in addition to all decks (whether attached or detached) and any structure that is designed for support of a person, animals or property of any kind. All spaces with structural headroom of 7ft. 6 inches or more, i.e., attics, basements and unfinished cellars shall also be included.

Certificate of Occupancy	No Charge
Sign Permit	$100.00
Certificate of Zoning Compliance	$100.00
Public Hearing before the Building Code Board of Appeals	$600.00
Hearing before the Zoning Hearing Board-variance and special exception	$1,500.00
Zoning Hearing Board Continuance Fee $300.00	

(Applicant will also be charged for any excess fees not covered by the fee provided, excluding the Township Solicitor Fees.)

Conditional Use Hearing	$1,250.00 plus additional engineering review fees (if necessary)

(Res. 03-2008, 03/04/2008; as amended by Res. 17-2008, 10/7/2008; amended by Res. 07-2009, 3/3/2009; amended by Res. 05-2011, 03/15/2011; amended by Res. 04-2012, 03/20/2012; amended by Res 06-2017, 03/21/2017; amended by Res. 10-2020, 9/15/2020, amended by Res. 07-2023, amended by Res. 03-2025, 01/06/2025)