



Ordinance No.: 07-02-2018-051

Date: 07-02-2018

**ORDINANCE
FOR THE COMBINATION/REVISION AND INCLUSION
OF PLUMBING AND ELECTRICAL FEE SCHEDULES
IN THE TOWN OF CHESWOLD**

DESCRIPTION: The Town Council of the Town of Cheswold recognizes the importance of attracting and maintaining businesses within the Town limits, for the generation of growth and to provide services to Town residents, property owners and visitors and although these businesses are an asset to the community, they also create costs to the Town that should not be passed on to the non-business property owners or residents.

This Ordinance additionally establishes a fair and equitable method of licensing various business types operating within the Town in any given fiscal year.

Section 1. PURPOSE.

1.1 The purpose of this Ordinance is to provide for the:

- Combination of all Town of Cheswold Fee Schedules within a centralized location
- Recodification of fees and processes (permits) associated with the building, addition, alteration and/or demolition of any building structure, or goods and services provided within the Town limits of Cheswold.
- Inclusion of plumbing and electrical fees to the Fee Schedule
- Inclusion of re-inspection fees

1.2 This Resolution is not intended to repeal, abrogate, annul or in any way impair or interfere with existing provisions of other sections of the Town Charter, Codes or Ordinances of the Town of Cheswold, nor does it invalidate the current Business License Ordinance fees, until this Ordinance is approved by a majority vote of the Town Council.

Section 2. AUTHORITY TO ACT

2.1 The Town Charter of the Town of Cheswold:

- 2.1.1 Section 4.2.25**, authorizes the Town Council to provide for and preserve the health, peace and safety, cleanliness, ornament, good order and public welfare of the Town and its' inhabitants.
- 2.1.2 Section 4.2.33**, authorizes the Town Council to provide for payment of any tax, fine, penalty, license, forfeiture, assessment, fee, charge or other amount due the Town by the performance of labor or service for the Town by any person owing the same.
- 2.1.3 Section 4.2.34**, authorizes the Town Council to regulate and control the manner of building, moving, or removal of dwellings of other structures and may provide for granting permits for the same within the Town.
- 2.1.4 Section 4.2.40**, authorizes the Town Council to grant licenses, and impose fees for licenses, issue permits, and regulate any activity within the corporate limits of the Town.
- 2.1.5 Section 4.2.48**, authorizes the Town Council to make, adopt, and establish, alter and amend all such Ordinances, Regulations, Rules and By-Laws not contrary to the laws of this State and the United States as the Town Council may deem necessary to carry into effect any of the provisions of this Charter or any other law of the State relating generally to municipal corporations or which they may deem proper and necessary for the order, protection and good government of the Town.

Section 3. APPLICABILITY.

3.1 This Ordinance shall apply to all businesses, contractors, persons and wholesalers operating within the Town limits of Cheswold.

3.2 On and after the date of enactment of this Ordinance, no person shall conduct or engage in any trade, business or occupation, within the Town of Cheswold, for which a license is required, unless they meet the standards of this Ordinance.

Section 4. TOWN RIGHTS - FEES and FINES

The Town Council of the Town Cheswold has and maintains the right to alter, revise, adjust, change, add, or delete any of the associated fees and fines, from time to time.

Section 5. FEE and FINE SCHEDULE

PERMIT TYPE	FEE
Alteration/Renovation	Scope of Work
Certificate of Occupancy	\$ 50.00
Deck	\$100.00
Deck w/Ramp	\$150.00
Deck w/Roof	\$150.00
Deck Awning	\$ 50.00 (<i>mobile home specific</i>)
Demolition	\$100.00
Fence	\$100.00
Finished Basement	\$250.00
Gazebo	\$100.00
Home Removal	\$ 50.00 (<i>mobile home specific</i>)
Mechanical/HVAC	\$ 75.00 (<i>residential</i>)
Mechanical/HVAC	\$100.00 (<i>commercial</i>)
Pergola	\$100.00
Placement	Calculated by Square Footage (<i>mobile home specific</i>)
Pool, Above Ground; Electrician Not Required	\$ 50.00 (<i>Requires a Fence or Barrier</i>)
Pool, Above Ground; Electrician Required	\$ 75.00 (<i>Requires a Fence or Barrier</i>)
Pool; In-ground	\$350.00 (<i>Requires a Fence or Barrier</i>)
Porch	\$ 75.00
Ramp	\$ 75.00
Re-inspection Fee (<i>existing residential</i>)	\$ 50.00
Re-inspection Fee (<i>new construction</i>)	\$150.00 (<i>residential</i>)
Re-inspection Fee (<i>new construction</i>)	\$250.00 (<i>commercial</i>)
Roofing (<i>includes Shingle Replacement</i>)	\$ 75.00 (<i>scope of work</i>)
Shed	\$100.00
Side Entrance to Garage	\$ 75.00
Siding	\$ 75.00 (<i>scope of work</i>)
Sign	\$ 7.00 per square foot(<i>Requires special Permit Form:2014-01-23-008</i>)
Solar Panels	\$100.00
Stairs/Steps	\$ 75.00

Land Development and Use Fee Schedule

<u>Application Type</u>	<u>Minimum Review Fee</u>	<u>Minimum Admin Fee</u>	<u>Minimum Total Fee</u>
Single Family Development Plan with no Planning Commission action	\$350.00	\$200.00	\$550.00
Conditional Use w/ Site Plan	\$550.00	\$300.00	\$1,000.00
Single Family Development Plan with Planning Commission/Council action	\$550.00	\$100.00	\$650.00
Conditional Use without Site Plan	\$300.00	\$100.00	\$400.00
Concept Plan	\$350.00	\$100.00	\$450.00
Rezoning/Lot Line Adjustment/Change Request	\$550.00	\$500.00 + \$100.00/acre	\$1,150.00
Certificate of Zoning Compliance	\$200.00	\$100.00	\$300.00

PRELIMINARY PLANS: (Requires Planning Commission and Town Council approval)	<u>Minimum Review Fee</u>	<u>Minimum Admin Fee</u>	<u>Minimum Total Fee</u>
Driveways & Parking Lots	\$100.00	\$100.00	\$200.00
Other Residential Development Plan	\$1,700.00 + \$50.00 ea 1000 SF SA	\$400.00	\$2,150.00
Commercial Industrial Development Plan up to 10,000 sf	\$1,700.00 + \$50.00 ea 1000 SF BA	\$300.00	\$2,050.00
Commercial Industrial Development Plan 10,000 sf to 50,000 sf	\$1,700.00 + \$50.00 ea 1000 SF BA	\$500.00	\$2,250.00
Commercial Industrial Development Plan greater than 50,000 sf	\$1,700.00 + \$50.00 ea 1000 SF BA	\$600.00	\$2,350.00
Subdivision less than 50 parcels	\$1,700.00 + \$25.00/lot	\$400.00	\$2,125.00
Subdivision with 51 parcels to 150 parcels	\$1,700.00 + \$25.00/lot	\$400.00 + \$30.00/lot	\$2,125.00
Subdivision with greater than 150 parcels	\$1,700.00 + \$25.00/lot	\$600.00 + \$30.00/lot	\$2,325.00
<i>Note: If the application includes a conditional use, please add \$100.00 to the minimum total.</i>			

<u>Application Type</u>	<u>Minimum Review Fee</u>	<u>Minimum Admin Fee</u>	<u>Minimum Total Fee</u>
FINAL PLANS: (Requires Planning Commission and Town Council consideration)			
Other Residential Development Plan	\$900.00 + \$25.00 ea 1000 SF SA	\$400.00	\$1,325.00
Commercial Industrial Development Plan up to 10,000 sf	\$900.00 + \$25.00 ea 1000 SF BA	\$400.00	\$1,325.00
Commercial Industrial Development Plan 10,000 sf to 50,000 sf	\$900.00 + \$25.00 ea 1000 SF BA	\$500.00	\$1,425.00
Commercial Industrial Development Plan greater than 50,000 sf	\$900.00 + \$25.00 ea 1000 SF BA	\$600.00	\$1,525.00
Subdivision less than 50 parcels	\$900.00 + \$25.00/lot	\$300.00 + \$10.00/lot	\$1,235.00
Subdivision with 51 parcels to 150 parcels	\$900.00 + \$25.00/lot	\$400.00 + \$10.00/lot	\$1,335.00
Subdivision with greater than 150 parcels	\$900.00 + \$25.00/lot	\$600.00 + \$10.00/lot	\$1,535.00

<u>Application Type</u>	<u>Minimum Review Fee</u>	<u>Minimum Admin Fee</u>	<u>Minimum Total Fee</u>
APPEAL/VARIANCE REQUEST: (To Board of Adjustment)			
Residential	\$550.00	\$200.00	\$750.00
Commercial/Industrial	\$550.00	\$600.00	\$1,150.00

<u>Application Type</u>	<u>Minimum Review Fee</u>	<u>Minimum Admin Fee</u>	<u>Minimum Total Fee</u>
ANNEXATION REQUEST: (includes signs for posting on the property)			
Small Residential	\$500.00	\$300.00	\$800.00
Large Residential	\$600.00	\$1,000.00 + \$100.00/acre	\$1,600.00
Commercial	\$800.00	\$500.00 + \$200.00/acre	\$1,300.00

Plumbing Fees

Residential		\$75.00
Commercial	Value ranging from \$0 - \$10,000	\$100.00
Commercial	Value exceeding \$10,000	\$100.00 + \$5.00 for each additional \$1,000.00 of plumbing valuation or part thereof in excess of \$10,000.00

Electrical Fees

**This is a service offered by the town, however it is not required to use the town inspector.*

Residential

DWELLINGS		
Single Family	Max 200 Amp service*	\$110.00
Single Family	Over 200 Amp service*	\$125.00
Modular Dwelling	Service and Final Only	\$100.00
Modular Dwelling	With additions	\$120.00
Manufactured (mobile homes)	Service only	\$85.00

“**” – includes Rough-in with Service Equipment and Final inspections (1 trip each, 2 trips total)

ALTERATIONS/ADDITIONS		
30 devices max		\$85.00
More than 30 devices		\$100.00

SERVICES/FEEDER EQUIPMENT		
Up to 400 amp		\$75.00
Temporary Construction Service	Max 225 amp	\$75.00

SWIMMING POOLS/HOT TUBS		
1-trip		\$75.00
2-trips		\$120.00
Additional inspections		\$75.00

OTHER INSPECTIONS		
Alt. Power Sources	25 KVA max	\$120.00
Generators	30 KVA max	\$75.00
Reintroduction of power/survey		\$100.00

Commercial

ROUGH WIRING		
1-50 Devices/outlets		\$55.00
Each additional 25 devices/outlets		\$15.00

FINALS		
1-50 Devices/outlets		\$55.00
Each additional 30 devices/outlets		\$15.00

EQUIPMENT		
1 st outlet of 30 KW max		\$55.00
Each additional outlet		\$15.00
Heat pumps		\$55.00

SERVICE EQUIPMENT		
400 amp max		\$75.00
Over 400 amp to 1000 amp		\$100.00
Over 1000 amp		Quote

BUSINESS LICENSE FEES

- Initial fee payments are due with the Business License Application
- Renewal fees are at the same cost structure as the initial payment
- Business Licenses must be renewed annually on the anniversary date of the initial Business License
- **Some fees not listed**

FEE SCHEDULE:

<u>BUSINESS TYPE</u>	<u>FEE</u>
Accounting / Tax Service/Certified Public Accountant	\$125
Advertising Agency	\$125
Alterations / Garment Making	\$25
Appliance Sales / Repair	\$50
Asphalt / Concrete / Blacktop – Manufacturing / Sales	\$150
Attorney at Law	\$300
Automotive Parts / Supplies	\$75
Auto Repair	\$75
Auto Sales	\$150
Bank	\$500
Bar	\$100
Barber Shop – 1 Chair (\$10 each additional chair)	\$50
Beauty Shop - 1 Chair (\$10 each additional chair)	\$50
Café /Coffee Shops (sit down service)	\$100
Contractor – Commercial: (Owner only)	\$50
Contractor – Commercial: 2 – 6 employees	\$75
Contractor – Commercial: 7 – 15 employees	\$100
Contractor – Commercial: 16 or more employees	\$150
Contractor – Residential: (Owner only)	\$50
Contractor – Residential: 2 – 6 employees	\$50
Contractor – Residential: 7 – 15 employees	\$75
Contractor – Residential: 16 or more employees	\$150
Contractor – Temporary: (One day only)	\$25
Dance/Night Club	\$100
Daycare – 1 to 5 children	\$25
Daycare – 6 or more children (includes Residential Contractor Fee)	\$75
Dog Care/Grooming	\$100
Engineering Firm (\$75 per engineer)	\$200

Fast Food Outlet (Large/Corporate)	\$100
Firing Range – Pistol / Rifle	\$50
Florist	\$75
Gas / Propane / Oil – Distribution / Sales / Storage	\$150
Gasoline / Fuel Station	\$150
Heating/AC	\$75
Ice Cream Trucks	\$25
Insurance Sales / Service	\$125
Landlord / per Rental Property (Residential)	\$100
Landlord / per Rental Property (Commercial)	\$200
Landscaping / Lawn Care	\$25
Laundromat	\$100
Liquor Store	\$150
Loan Services – Car Title – Finance	\$100
Machine Shop	\$125
Mobile Home Parks (\$20.00 per unit) (\$2800.00 maximum)	Compute
Mobile Home Sales / Service	\$50
Motor Vehicle / Lawn Mower / Tractor Sales & Service	\$50
Moving / Storage (Individually Owned)	\$25
Moving / Storage (Commercially Owned)	\$200
Nail Salon – 1 Chair (\$10 each additional chair)	\$50
Real Estate Developer	\$150
Real Estate Sales (Broker)	\$50
Rental Storage Units (per unit)	\$25
Restaurant	\$100
Restoration – Fire / Water	\$75
Retail Department / Grocery / Misc Stores	\$100
Retail Pharmacy	\$100
Security Systems / Alarm Sales / Service	\$75
Seal Coat / Landscaping Supply	\$115
Tattoo Parlor	\$25
Travel Agency	\$50
Waste / Trash Collection	\$100

Penalties

Building Permit Violations*	FEE
Working without a Permit	\$100.00
Operating without a Business License	\$200.00
Failure to Remove Construction Debris	\$100.00
Working on a "STOP WORK" Order	Not less than \$50.00 Not more than \$150.00
Permit does not Match Work being Done	\$75.00
Failure to Post Permit	\$25.00

**Violations will be assessed, if not corrected, within 48 hours of delivery of the violation notice.*

Section 6. SEVERABILITY and CAPTIONS

This Ordinance and the various parts, sections, phrases and clauses thereof are hereby declared to be severable.

If any part, section, sentence, phrase or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

The Captions included at the beginning of each Section are for convenience only and shall not be considered a part of this Ordinance.

Section 7. APPEALS

- 7.1 Any person aggrieved by any decision of the Town of Cheswold Department of Public Works has the right to appeal to the Town Council of the Town of Cheswold, by filing a written appeal with the Town Council within thirty, (30), days following the effective date of the action or complaint decision.
- 7.2 Delivery of the written appeal to the Town Clerk or Administrative Assistant shall function as delivery to the Town Council
- 7.3 The appeal shall set out a copy of the order or decision appealed from and shall include a statement of facts relied upon to void the order or situation.
- 7.4 The Town Council shall fix a time and a place for hearing the appeal and shall serve written notice upon the person requesting the appeal informing them of the hearing.
- 7.5 The findings of the Town Council shall be final and conclusive and a written report of their findings shall be served upon the person who requested the appeal.

Section 8. REPEAL

All Resolutions, Ordinances, orders or parts thereof in conflict in whole or in part with any of the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

Section 9. ADMINISTRATIVE LIABILITY

No official, inspector, agent, employee or member of the Town of Cheswold shall render himself or herself personally liable for any damage that may occur to any person or entity as a result of any act or decision performed in the discharge of his or her duties and responsibilities pursuant to this Ordinance.

SECTION 10 - Effective Date

This Ordinance shall become effective immediately upon passage by the Council of the Town of Cheswold.

PASSAGE of ORDINANCE

Whereas, the Town Council of the Town of Cheswold, properly posted and held a Public Hearing on Monday, August 6, 2018, at 6:00 p.m., in the Cheswold Fire Hall, at 371 Main Street, Cheswold, DE 19936, to receive public comment on this Ordinance; and

Whereas, there was not any negative or adverse public comments made against the said Ordinance, at the above mentioned Public Hearing; and

Whereas, the Town Council at their regularly scheduled Town Council meeting, on Monday, August 6, 2018, held at 6:30 p.m., in the Cheswold Fire Hall, at 371 Main Street, Cheswold, DE 19936, voted unanimously to approve this Ordinance; and

Now Therefore Be It Resolved, that the Town Council of the Town of Cheswold hereby authorizes the immediate implementation of this Ordinance # 07-02-2018-051.

I, **Robert W. Sine, Mayor of the Town of Cheswold**, do hereby certify that the foregoing is a true and correct copy of the Ordinance passed by an affirmative majority vote of Town Council members of the Town of Cheswold, at which a quorum was present and voting throughout, and that the same is still in force and effect.

Certified: *Robert W. Sine* -- **Mayor Robert W. Sine** Date: August 6, 2018

ATTEST: *Theon E. Callender* **Secretary/Treasurer Theon E. Callender** Date: August 6, 2018

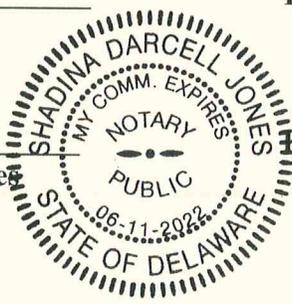
Agreed: *Larence Kirby* **Vice-Mayor Larence Kirby** Date: August 6, 2018

Agreed: *Judith Johnson* **Councilperson Judith Johnson** Date: August 6, 2018

Agreed: *Santo Faronea* **Councilperson Santo Faronea** Date: August 6, 2018

Agreed: *Mark Moxley* **Councilperson Mark Moxley** Date: August 6, 2018

NOTARIZED: *Shadina Jones* **Town Clerk Shadina Jones** Date: August 6, 2018



REVISIONS:

DESCRIPTION	Approval Date