

RESOLUTION NO. 2026-10

RESOLUTION OF THE BOARD OF SUPERVISORS OF THORNBURY TOWNSHIP TO ESTABLISH A FEE SCHEDULE FOR CONDITIONAL USE, SUBDIVISION AND LAND DEVELOPMENT AND ZONING HEARING

WHEREAS, the Supervisors of Thornbury Township are authorized by the Second Class Township Code and by the Pennsylvania Municipalities Planning Code to prescribe reasonable fees with respect to the administration of the Township's Zoning Ordinance and Subdivision and Land Development Ordinance; and

NOW THEREFORE, BE IT RESOLVED that the Supervisors of Thornbury Township hereby establish the following Schedule of Fees payable to Thornbury Township subject to the policies and guidelines established herein.

CONDITIONAL USE APPLICATIONS

Application fee \$2,000.00 Escrow Agreement \$3,000.00

Each application or appeal to the Board of Supervisors shall be accompanied by a non-refundable application fee as well as an escrow. The applicant is responsible for all engineering and consultant expenses incurred by Thornbury Township pursuant to the review of the proposed conditional use plan. If the actual costs exceed the charged fee, the Township reserves the right to assess the applicant for the actual additional expense. Escrow funds will be used to offset the cost of plan reviews and preparation of documents by the Township engineer, Township solicitor and any other required consultants. Charges will be made on an hourly basis. When the balance of the escrow fund is reduced to 40% of the original amount, applicant shall deposit within fifteen (15) days the amount necessary to bring the escrow fund back to the original amount escrowed. Unused escrow balances will be returned to the applicant upon completion of the conditional use process.

Conditional Use Hearing request will not be accepted without payment of the appropriate escrow deposit and Township fees. When making application for Conditional Use, the application shall be made to the Board of Supervisors and include a plan of the property showing the details of use proposed, along with such other written and graphic material as required by the applicable provisions of the Thornbury Township Subdivision and Land Development Ordinance and Conditional Use Ordinance.

SUBDIVISION AND LAND DEVELOPMENT APPLICATION

1. Minor Residential (See SALDO Ordinance Section 115-300)
 - a. Sketch: Application fee \$500.00 and Escrow \$2,500.00
 - b. Preliminary Plan: Application fee \$500.00 and Escrow \$2,500.00
 - c. Final Plan: Application fee \$500.00 and Escrow of \$2,500.00
2. Major Residential (See SALDO Ordinance Section 115-300)
 - a. Sketch: Application fee \$500.00 and Escrow \$2,500.00
 - b. Preliminary Plan: Application fee \$1,500.00 and Escrow \$6,000.00
 - c. Final Plan: Application fee \$1,500.00 and Escrow of \$10,000.00

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3. Non-residential

- a. Sketch: Application fee \$500.00 and Escrow \$2,500.00
- b. Preliminary Plan: Application fee \$2,000.00 and Escrow \$10,000.00
- c. Final Plan: Application fee \$2,000.00 and Escrow of \$15,000.00

Each application to Thornbury Township shall be accompanied by a non-refundable application fee as well as an escrow. The application shall be submitted as required by the applicable provisions of the Thornbury Township Subdivision and Land Development Ordinance. The applicant is responsible for all engineering and consultant expenses incurred by Thornbury Township pursuant to the review process. The applicant is also responsible for fees for required reviews by outside agencies such as the Chester County Planning Commission, Chester County Health Department, Penn DOT, Chester County Conservation District, etc. Escrow funds will be used to offset the cost of plan reviews and preparation of documents by the Township engineer, Township solicitor and any other required consultants. Charges will be made on an hourly basis. When the balance of the escrow fund is reduced to 75% of the original amount, applicant shall deposit within fifteen (15) days the amount necessary to bring the escrow fund back to the original amount escrowed. Unused escrow balances will be returned to the applicant upon completion of the subdivision/land development process.

Applicants seeking Final Approval with a waiver of Preliminary Plan Approval are required to pay two times the application fee for Final submission at the time of application.

ZONING HEARING BOARD PETITION/APPLICATION, ZONING MAP/ORDINANCE AMENDMENTS, CURATIVE AMENDMENTS, OTHER REQUESTS TO THE BOARD OF SUPERVISORS

1. Petitions and/or applications submitted to the Thornbury Township Zoning Hearing Board:
 - a. Residential application fee of \$1,000
 - b. Non-residential application fee of \$1,900
 - c. Continued hearing fee (if requested by the applicant) of \$500.00
 - d. If the actual costs exceed the charged fees, the Township reserves the right to assess the applicant for the actual additional expense.
2. Application to amend the Zoning Map/Ordinance fee of \$1,500 plus an Escrow \$2,500.00. If the actual costs exceed the charged fees, the Township reserves the right to assess the applicant for the actual additional expense.
3. Curative Amendment - Application fee \$2,000.00 and Escrow of \$3,000.00. If the actual costs exceed the charged fees, the Township reserves the right to assess the applicant for the actual additional expense.
4. All other applications made to the Board of Supervisors including but not limited to Liquor License Transfers, Overlay Districts, Request for Change in Zoning requires an application fee of \$1,500 plus an escrow of \$2,000.00

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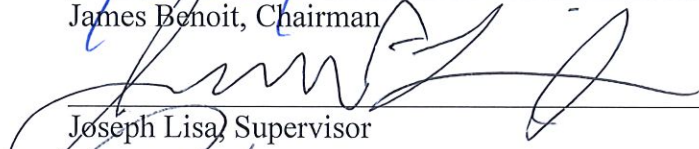
RESOLVED and **ADOPTED** this 5th day of January 2026 by the Board of Supervisors of the Township of Thornbury, Chester County, Pennsylvania.

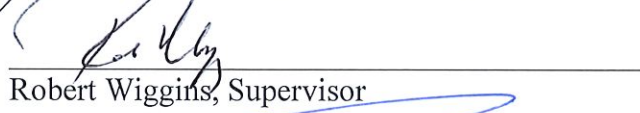
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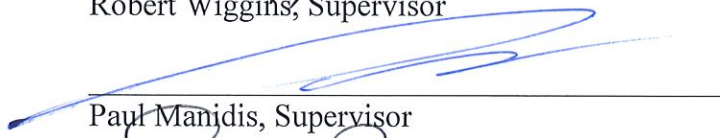
**THORNBURY TOWNSHIP, CHESTER COUNTY
BOARD OF SUPERVISORS**

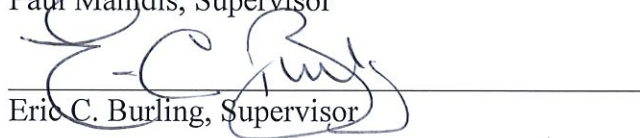

Audrey Hudak,
Township Manager


James Benoit, Chairman


Joseph Lisa, Supervisor


Robert Wiggins, Supervisor


Paul Manidis, Supervisor


Eric C. Burling, Supervisor