# FEE SCHEDULE FOR REVIEWS

The following fees will be charged by the Berks County Planning Commission for subdivision and land development reviews as authorized by the Pennsylvania Municipalities Planning Code, Act 247, as amended. These fees are effective January 2, 2026. All fees are to be submitted to the Berks County Planning Commission through the appropriate township, borough, or city at the time of application. Plans will not be accepted for review by the County without the appropriate fee, County Referral Application (signed by the appropriate municipal official) and the required number of plans. Check or money order (no cash) should be made payable to the County of Berks. Fees are not refundable unless the BCPC fails on its own part.

**Schedule I – Fees** **Subdivision (All Land Uses) and Land Development (Residential Use Only)**

| Number of Lots or Units Including Residue Units | Sketch Official Sketch Sketch for Record | Preliminary or Final |
|---|---|---|
| 1 – 5 | **$275** | **$475** |
| 6 – 25 | **$390** | **$650** |
| 26 – 49 | **$625** | **$950** |
| 50 – 99 | **$905** | **$1,265** |
| 100 – 199 | **$1,110** | **$1,575** |
| 200 – 299 | **$1,330** | **$1,890** |
| 300 – 399 | **$1,575** | **$2,205** |
| 400 – 499 | **$1,850** | **$2,545** |
| 500 and Over | Add $112 for each 100 lots/units over 499 | Add $153 for each 100 lots/units over 499 |

**Schedule II – Fees** **Commercial, Industrial, Public and Quasi Public (Land Development Only)**

| Area to be Disturbed for Development | Sketch Official Sketch Sketch for Record | Preliminary or Final |
|---|---|---|
| Under 2 acres | **$500** | **$765** |
| 2 to under 8 acres | **$785** | **$1,330** |
| 8 to under 15 acres | **$1,005** | **$1,785** |
| 15 to under 30 acres | **$1,225** | **$2,255** |
| 30 to under 50 acres | **$1,440** | **$2,700** |
| 50 to under 100 acres | **$1,660** | **$3,385** |
| 100 acres & over | Add $112 for each 50 acres over 100 acres | Add $224 for each 50 acres over 100 acres |

The terms “lots” includes conveyances, tracts or parcels of land for the purpose, whether immediate or future, of lease, transfer of ownership or building or development, as well as residue parcels, annexations, or correction of lot lines.

(Over)

The term land development includes any of the following activities:

1. The improvement of one lot or two or more contiguous lots, tracts or parcels of land for any purpose involving:

   a. a group of two or more residential or non-residential buildings, whether proposed initially or cumulatively, or a single non-residential building on a lot or lots regardless of the number of occupants or tenure; or

   b. the division or allocation of land or space, whether initially or cumulatively, between or among two or more existing or prospective occupants by means of, or for the purpose of streets, common areas, leaseholds, condominiums, building groups or other features.

2. A subdivision of land.

   Typical examples are: office buildings housing different businesses, apartments, mobile home parks, shopping malls, hotels and additions to commercial, industrial and public buildings.

**TIME LIMITATIONS:** The BCPC will accept the application when all necessary information and fees have been supplied and at that time the review time-clock will start. Any proposal which does not contain the appropriate information and/or fee will not be processed through the Commission. In such cases, the municipality and applicant will be informed of any additional information or fees necessary. The review time-clock will not begin until the necessary information or correct fee is received. If a check is refused by the bank due to insufficient funds the review time clock will stop as of the day such notice is received and the applicant and municipality will be so notified. The time-clock will not re-start until this Commission has received the required fee.

**MEETING WITH STAFF:** Meetings with the staff of the Berks County Planning Commission to discuss proposals either prior to or during the formal review period are encouraged and shall be free of charge. Appointments can be made by calling (610) 478-6300.

**SCHEDULE I FEES** are based on the number of lots or units. All land uses are included: residential, commercial, industrial, public, quasi-public and other. Therefore, an industrial park subdivision prior to development of individual lots is subject to Schedule I. The same would be true of a commercial lot subdivision or selling of land for a church or school. Schedule I fees also cover residential land development such as an apartment complex, condominiums, rental townhouses and mobile home parks. Where there is a mix of lots and rental units the totals are added together to determine the fee.

**SCHEDULE II FEES** are based on the amount of land to be disturbed for development including buildings, access drives, streets, stormwater management, grading, public sewer and water service, erosion and sediment control landscaping and any other activity that disturbs the ground on the site. The total disturbed area of a project is most accurately calculated by a planimeter following all outlines of disturbed areas. Where combinations of subdivision and non-residential development are proposed on a plan the fees must be determined separately and added together.

**PRD – PLANNED RESIDENTIAL DEVELOPMENT** Fees will be based on the number of residential units and the amount of disturbed area for the non-residential uses. In cases where a building is used as a mixed use (commercial units on lower level(s) with residential units above) the fee will be based on the amount of disturbed area associated with that building (Schedule II Fees).

**REPEAT STAGE** If a subdivision/land development with significant plan revisions is presented to the Berks County Planning Commission for a second review, the fees for the second review will be based on the extent of changes made to the project. Significant revisions are those that impact the scope and concept of a project that include street and lot layout, number of buildings and locations, stormwater/grading land use and intensity, traffic issues and environmental issues. If site revisions are based upon recommendations made in the initial project review by the Berks County Planning Commission, the fees may be waived. Meeting with staff prior to resubmission of the revised plans for the Berks County Planning Commission's review is recommended to establish the required fee for plan submission.

# ***County Referral – Land Subdivision & Land Development Review Application***

***TO:*** Berks County Planning Commission, Berks County South Campus, 400 E. Wyomissing Ave., Mailbox 2, Mohnton, PA 19540 Tel: 610-478-6300

***SUBJ:*** Request for review of a subdivision or land development proposal pursuant to the Pennsylvania Municipalities Planning Code, Act 247, of 1968, as amended. This application must be completed by the applicant or his agent and submitted by the municipality along with the required number of plans and the required fee (see fee schedule).

***********(To be completed by the Municipality)*********

***FROM:*** Municipality_____E-mail _____

Municipal Official's Name_____Position _____

Name of Proposal _____

***(Check appropriate level of Submission)***

***Type of Plan:*** _____Sketch Plan
_____ Sketch Plan for Record
_____ Preliminary
_____ Final
_____ Revision to Plan of Record

***Type of Submission:*** _____New Proposal
_____Revision to a Prior Proposal
_____Phase or Section of a Prior Proposal

***********(To be completed by the Applicant)*********

**Applicant/Equitable Owner**_____Telephone _____

Address _____

E-mail _____

**Record Owner**_____Telephone _____

Address _____

E-mail _____

**Engineer or Surveyor**_____Telephone _____

Address _____

E-mail _____

**Developer**_____Telephone _____

Address _____

E-mail _____

Location of Proposal _____

Total Acreage_____Area to be subdivided_____Disturbed Area for Development _____
(Non-Residential Land Development Only)

Description of intent of proposal [including land use(s)] _____

***Type of Land Use Proposed: (No. of Lots or Units)***

***Residential:*** _____Single Family
_____Semi Detached
_____Townhouse
_____Apartment
_____Manufactured Home
_____Other (Explain)_____

***Non-Residential:*** _____Commercial
_____Industrial
_____Public
_____Agriculture
_____Other (Explain)_____

***Misc.:*** _____Annex
_____Open Space/Rec.
_____Residue

Linear Feet of New Streets Proposed for Dedication:_____

Linear Feet of New Street Proposed for Private Use:_____

***Water Supply:*** _____Public
_____Community
_____On-lot

***Sewage Disposal:*** _____Public
_____Community
_____On-lot
_____Other (explain)_____

Members of the Berks County Planning Commission and staff are authorized to enter land for site inspection, if necessary.

_____

***Signature of Applicant*** ***Date***

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***BCPC USE ONLY***

BCPC File No._____Fee Paid_____Check No._____Date Received_____

Payee_____

Submission Discrepancy(s)_____No _____Yes

Explain Any Discrepancy(s)_____

_____

_____

Date Discrepancy(s) Resolved_____