

Third Party Plan Review and Inspection Procedures

Fairview Township will no longer conduct Uniform Construction Code (UCC) plan reviews and inspections.

Due to this change, Fairview Township has contracted with two 3rd Party inspection agencies to conduct these plan reviews and any inspections associated with those projects. The following are the two agencies and their contact information:

ARRO Consulting, Inc.

4750 Delbrook Road, Suite 101

Mechanicsburg, PA 17050

717- 975-3995

Approved Code Services Inc.

5 Brenneman Circle, Suite 101

Mechanicsburg, PA 17050

717-506-0464

Primary Inspector(s):

Don Emert (Commercial & Residential);
Shawn Lechene (Commercial & Residential)

Irv Spoonhour (Commercial & Residential)
Jeff Gardner (Operations Manager)

All commercial and residential projects with the exception of accessory structures less than 400 square feet that DO NOT have utilities proposed, will be reviewed and inspected by the 3rd Party Agencies.

PERMIT PROCEDURES:

- Applicants will apply for the permit at Fairview Township.
- Three (3) sets of building plans and specifications shall be submitted.
- At the time of application, applicants will have the option to choose between the two 3rd Party Agencies for all subsequent Uniform Construction Code (UCC) plan reviews and inspections.
- The 3rd party inspection agency chosen will be responsible for all plan review(s) and inspection(s) of the BUILDING COMPONENT of the application.
- Fairview Township will forward the 3 sets of plans to the respective 3rd party agency for their review.
- 3rd party agencies will directly contact the applicant with any concerns or requests for additional information.
- 3rd party agencies will take formal action on the application, advise of all applicable 3rd party fees, communicate that to the applicant and return copies of the application and 2 copies of the plans back to Fairview Township. The 3rd set of plans will stay with the 3rd party agency.

- Fairview Township staff will review and approve all ZONING, LAND DEVELOPMENT and STORMWATER COMPONENTS of the permit. Fees for these reviews will be payable to Fairview Township.
- Fairview Township will contact the applicant once ALL approvals are in place for permit issuance.
- Applicants will be responsible for paying all 3rd party fees associated with the plan reviews and inspections prior to the permits issuance. The fees for the 3rd party will be made payable to the 3rd party and dropped off at the Township (current fee schedules for each are attached).
- Fairview Township will also collect the required Labor and Industry Training fee for each permit (\$4.00).
- Once all the applicable permit components have been approved, the permits can be issued. All applicable fees will be due prior to permit issuance.

MISCELLANEOUS

- UCC guidelines establish that residential building project applications will be acted on within 15 business days of receipt and commercial building projects will be acted on with 30 business days of receipt.
- Fairview Township will issue all permits.
- Fairview Township will have a BUILDING CODE OFFICIAL on staff who is responsible to be the custodian of all the “File Copies” of the permits.
- All inspections will be coordinated directly with the entity responsible for the review and approval of that COMPONENT of the permit. All inspections require a minimum of 24 hrs notice.
- Once an agency has been chosen, that agency will complete all UCC reviews and inspections for that project, unless an exception is granted by Fairview Township due to unforeseen circumstances.
- UCC Final Inspections will be completed by the 3rd party agencies, HOWEVER, a Certificate of USE and Occupancy will NOT BE ISSUED until a final inspection has been completed and approved by Fairview Township to verify all other permit components (ZONING, LAND DEVELOPMENT, STORMWATER) are complete. Please call 717-901-5220 to schedule this final Certificate of Use and Occupancy inspection.



Fairview Township Published Fees - 2016

Hourly Rates per Category:	Fee
Commercial Plan Review	\$ 95/hr
Commercial Inspection	\$ 95/hr /insp.
Commercial Inspection, Electrical Service (Cut-In)	\$ 105/hr/insp.
Residential Plan Review	\$ 75/hr
Residential Inspection	\$ 75/hr /insp.
Residential Inspection, Electrical Service (Cut-In)	\$ 85/hr/insp.
**Expedited Commercial Reviews (5-7 Business days), add 100% to above Rvw fees	Add 100%
Re-Inspection Fees will be charged at Applicable Rates, Above	
<u>Minimum charges for Residential Plan Reviews:</u>	
New SFD's up to 3,000 s.f. <i>Additional Fee of \$75/Hr or any portion thereof, over 3 Hrs</i>	\$ 250 ea.
New SFD's over 3,000 s.f. <i>Additional Fee of \$75/Hr or any portion thereof, over 3 Hrs</i>	\$ 375 ea.
New Multiple Duplexes & Townhouses <u>of similar design</u> , charged per <u>Dwelling Unit</u>	\$ 150/D.U.
**Expedited or "5-Day" Residential Reviews (4-5 Business Days), add 100% to above fees	Add 100%
Mileage – N/C for work in the township, otherwise IRS rate.	Not Charged

Keys Points:

1. ACSI will return Residential Reviews to Twp. within 5-10 days (or sooner, pending workloads)
2. ACSI will return Commercial Reviews to Twp. within 10-15 days (or sooner, pending workloads).
 - 2.1. Excludes exceptionally large projects.
3. Plan Review & Required Inspections **Fees must be paid at time of permit pick-up** from the Twp., **prior to release of Permit.** Paid to: "Approved Code Svcs Inc."
4. The municipality/BCO continues to be "Authority Having Jurisdiction" (AHJ).
5. All inspections and questions should be directed to Approved Code Services, Inc at 717.506.0464. Must provide at least 24-hour notice.
6. Scheduled inspection that are "Not Ready" will be deemed "Failed" resulting in "Re-Inspection" and additional inspection fee.
7. Framing Inspections should include MEP Rough-In inspections during same visit. Exception by permission only.
8. **** Expedited Plan Review** accepted at Approved Code Services, Inc. discretion, based on active workload.

** (FvT 2016 PUBLISHED Fee Schedule, **Revised 11 August, 2016)

ARRO CONSULTING, INC.
FEE SCHEDULE – UNIFORM CONSTRUCTION CODE SERVICES
Calendar Year 2015

I. RESIDENTIAL

PLAN REVIEW FEES		Payment due prior to review.
New Homes & Additions (Up to 3,000 S.F. of Livable floor space)		\$160.00 per dwelling unit plus \$80.00 per hour for review time over 2 hours
New Homes & Additions (Over 3,000 S.F. of Livable floor space)		\$160.00 per dwelling unit plus \$80.00 per 1,000 S.F. or portion thereof over 3,000 S.F.
Alterations, Renovations, Modifications to Existing Residences & Accessory Structures (with foundations and/or utilities)		\$80.00 per 1,000 S.F. of construction area (Minimum fee of \$80.00)
Decks, Sheds, & Similar Accessory Structures (no foundation, no utilities)		\$80.00 per structure
INSPECTION FEES		Payment due prior to inspection.
New Homes & Additions (Up to 3,000 S.F. of Livable floor space)		\$600.00 per dwelling unit
Includes 10 inspections in the following 6 groups (one trip per group):		\$80.00 per additional trip
1. footing		\$80.00 per reinspection
2. foundation, under slab plumbing		
3. framing including fire caulk, electrical service, electrical rough-in, HVAC rough-in, plumbing rough-in		
4. insulation		
5. wallboard		
6. final		
New Homes & Additions (Over 3,000 S.F. of Livable floor space)		\$100.00 per 1,000 S.F. or portion thereof over 3,000 S.F. in addition to \$600.00 per dwelling unit
Includes 10 inspections in the following 6 groups (one trip per group):		\$80.00 per additional trip
1. footing		\$80.00 per reinspection
2. foundation, under slab plumbing		
3. framing including fire caulk, electrical service, electrical rough-in, HVAC rough-in, plumbing rough-in		
4. insulation		
5. wallboard		
6. final		
New Homes - Additional Inspections		\$80.00 per inspection
Alterations, Renovations, Modifications to Existing Residences & Accessory Structures (with foundations and/or utilities)		\$80.00 per inspection (Maximum fee of \$600.00)
Electrical Service upgrades and repairs		\$80.00 per inspection
Decks, Sheds, & Similar Accessory Structures (no foundation, no utilities)		\$80.00 per inspection

II. COMMERCIAL/INDUSTRIAL/INSTITUTIONAL

PLAN REVIEW FEES	\$110.00 per hour plus administration charges and expenses (see Sections III & IV)
INSPECTION FEES	\$110.00 per hour plus administration charges and expenses (see Sections III & IV)
New Construction	
(Up to 10,000 S.F.) - Initial amount of \$220 to be provided as retainer to start work.	
(Over 10,000 S.F.) - Initial amount of \$440 plus \$20.00 per additional 1,000 S.F. to be provided as retainer to start work.	
Additions, Alterations, Renovations, Modifications to Existing Structures	
(Up to 10,000 S.F.) - Initial amount of \$220.00 to be provided as retainer to start work.	
(Over 10,000 S.F.) - Initial amount of \$440.00 plus \$20.00 per additional 1,000 S.F. to be provided as retainer to start work.	

III. ADMINISTRATION

Appearance at Enforcement or Appeal Hearings	\$110.00 per hour
Clerical	\$52.00 per hour

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FEE SCHEDULE – UNIFORM CONSTRUCTION CODE SERVICES
Calendar Year 2015

IV. EXPENSES

Copying		\$0.22 per copy
Drawing Reproduction	Bond Monochrome Plotting (24 x 36 & 30 x 42)	\$0.90 per sheet
	Bond Color Plotting (24 x 36 & 30 x 42)	\$1.15 per sheet
Long Distance Telephone		Net Cost
Facsimile		\$0.44 per page (domestic)
Postage and Handling		Cost (minimum charge of \$1.00)
Mileage		(Federal Allowable Vehicle Reimbursement Rate)

V. GENERAL CONDITIONS

Terms of Payment:

Residential Customers: Payment due prior to commencement of work and/or time of inspection. Failure to provide payment shall result in a no inspection event with a return trip fee of twenty (20) dollars.

Commercial and Industrial Accounts: Invoices will be rendered monthly and are payable upon receipt. In the event that payment is not made within thirty (30) days from date of billing, interest will be charged at the rate of one percent (1%) per month, or the maximum amount permitted by law.

Legal fees and/or collection costs are the sole responsibility of the customer.

Exceptions to or deviation from any of the foregoing terms shall be valid only as specifically and mutually agreed upon.

Charges are subject to revision and applicable to the calendar year in which work is performed.