

RESOLUTION NO. 01-2022-1731

**BY THE BOARD OF COMMISSIONERS OF THE
TOWNSHIP OF SALISBURY, LEHIGH COUNTY,
PENNSYLVANIA, APPOINTING THE PRIMARY
TOWNSHIP BUILDING CODE OFFICIAL FOR THE
TOWNSHIP OF SALISBURY**

WHEREAS, the Board of Commissioners desires to appoint Barry Isett & Associates, Inc., with offices located at 85 South Route 100, Allentown, PA 18106 as the Primary Township Building Code Official for the Township of Salisbury; and

WHEREAS, it is the feeling of the Commissioners that the services which the Township Primary Building Code Official is to render shall be enumerated to the maximum extent possible.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Salisbury, Lehigh County, Pennsylvania, and it is hereby resolved by the same that Barry Isett & Associates, Inc. be appointed to the office of Primary Township Building Code Official for the Township of Salisbury; term to expire on January 1, 2024 or upon any such prior date at the discretion of the Board of Commissioners to terminate said services; and

BE IT FURTHER RESOLVED that the Primary Township Building Code Official be paid compensation on an hourly basis, as outlined in the attached Fee Schedule or upon such other basis as may be agreed upon between the Township Primary Building Code Official and the Board of Commissioners, for all work performed, including, but not limited to, building plan review and inspection services. The Primary Township Building Code Official shall prepare estimates of all such work undertaken on behalf of the Township and shall furnish the Board of Commissioners and Township Manager with reports, information or estimates of any building plan review and inspection work when required and/or in response to questions by any of them in their official capacity.

AND BE IT FURTHER RESOLVED that said Township Primary Building Code Official shall be authorized to designate other Primary Building Code Officials who are engaged with the Primary Township Building Code Official's firm to render services

required by the Township, provided, however, that the Primary Township Building Code Official shall be responsible for any and all services rendered by the Primary Township Building Code Official or anyone designated by the Primary Township Building Code Official.

AND BE IT FURTHER RESOLVED that the Primary Township Building Code Official shall not accept any commissions from outside "clients" requiring the processing of building plan review and inspection work by Salisbury Township and/or any Salisbury Township boards or commissions without the prior approval of the Board of Commissioners as documented in the Minutes of the Board of Commissioners and/or written letter of approval of the Township Manager as authorized by the Board of Commissioners.


APPROVED AND ADOPTED this 3rd day of January, 2022 at a regular public meeting.

TOWNSHIP OF SALISBURY
(Lehigh County, Pennsylvania)



President, Board of Commissioners

ATTESTED:



Township Secretary



85 South Route 100, Allentown, PA 18106

610.398.0904 610.481.9098

barryisett.com

November 22, 2021

Mr. Sandy Nicolo
Salisbury Township
2900 South Pike Avenue
Allentown, PA 18103

RE: THANK YOU FOR THE OPPORTUNITY TO BE OF SERVICE

Dear Mr. Nicolo:

As we give thanks this holiday season, we would like to let you know that we truly enjoy working with you and are honored to continue assisting Salisbury Township with code compliance.

All of us at Barry Isett & Associates, Inc. appreciate the opportunity to be of service to your community. Your business is highly appreciated, and we will do our best to continue meeting your needs.

Our Code Services staff of 60 includes code specialists, property maintenance/zoning inspectors, and inspectors. With twelve Master Code Professionals and all the certifications required by the PA Uniform Construction Code and International Construction Code, our firm is committed to providing you, your residents, and plan holders with prompt and responsive service.

As we look forward to working with you in the coming year, we wanted to take this opportunity to advise you that the 2021 fee schedule will remain in effect in 2022.

If you ever have any questions or concerns, please feel free to reach out to us at gkurtz@barryisett.com or cwolf@barryisett.com.

Sincerely,

Charles Wolf, BCO
Operations Manager, PA Code Inspection/Plan Review

Gregory Kurtz Jr., BCO
Operations Manager, PA Code Inspection/Plan Review

SALISBURY TOWNSHIP**Fee Schedule**

Residential Building Plan Review/Inspection & Other Services

Valid through December 31, 2022

INCLUDES PLAN REVIEW & INSPECTIONS FOR ALL DISCIPLINES:**Building, Energy, Plumbing, Mechanical (HVAC), & Electrical**

Type	Fee	Number of Site Visits*
Single Family Dwelling	\$900 up to 3,500 SF \$20 for each additional 100 SF (or portion thereof)	12
Additions	\$600 up to 500 SF \$20 for each additional 100 SF (or portion thereof)	7
Renovations or Alterations	\$450 up to 500 SF \$15 for each additional 100 SF (or portion thereof)	5
Accessory Structure	\$250 up to 500 SF \$15 for each additional 100 SF (or portion thereof)	3
Manufactured Housing Mobile or with axle capabilities per unit on piers	\$275	3
Manufactured Housing Mobile or with axle capabilities per unit with basement	\$475	6
Industrialized Housing (Modular)	\$550 up to 3,500 SF \$10 for each additional 100 SF (or portion thereof)	7
Deck or Patio	\$200 up to 200 SF \$15 for each additional 100 SF (or portion thereof)	3
Deck, Patio or Porch w/ roof	\$300 up to 200 SF \$15 for each additional 100 SF (or portion thereof)	4
Above-Ground Pool/Spa	\$180	2
In-Ground Pool	\$300	4
Solar and Photovoltaic Panel System Installations (roof or ground mounted)	\$200 plus \$3 per panel	3

MINOR ALTERATIONS

Minor Alterations/Demolition (1-2 disciplines)	\$180	2
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ELECTRIC

Electric service inspection	\$125	1
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NOTES AND ADDITIONAL SERVICES

Plan review re-submission for incomplete or denied plans	\$60 / hr**
Inspections only, re-inspections or additional inspections	\$60 / hr
Consultation, site visits and/or attendance at meetings with applicants, Township Officials or staff	\$60 / hr
Administration services (beyond typical permitting process)	\$40 / hr
Assistant Zoning Officer services	\$60 / hr
*If the number of site visits exceeds the number listed above, the applicant will be charged for each additional inspection.	\$60 / hr
**All hourly rates are based on a one-hour minimum fee.	
May require building plans and specifications to be stamped and/or sealed by a design professional licensed in the Commonwealth of Pennsylvania. This would typically apply to non-conventional type construction or structures.	
All listed fees containing a square foot price are calculated on the industry standard square footage basis measured outside-to-outside dimensions of all levels of the structure, and shall include basements, bays, hallways, stairways, utility/mechanical rooms, storage rooms, lobbies, attached garages, foyers, elevators, decks, covered patios, porches, and attics that have a minimum headroom height of six feet.	

SALISBURY TOWNSHIP

Fee Schedule

Commercial Building Plan Review/Inspection & Other Services

Valid through December 31, 2022

INCLUDES PLAN REVIEW & INSPECTIONS FOR ALL DISCIPLINES:

Building, Energy, Plumbing, Mechanical (HVAC), & Electrical

Building Gross Square Footage	New Construction (3 or more disciplines)				Alterations and Renovations (3 or more disciplines)				1 to 2 Disciplines			
	Inspections	Unit	Plan Review	# Site Visits*	Inspections	Unit	Plan Review	# Site Visits*	Inspections	Unit	Plan Review	# Site Visits*
Change of Occupancy	N/A		N/A		\$200		N/A	1	\$100		N/A	1
Minor Change (1 visit)	N/A		N/A		\$200		N/A	1	\$110		\$100	1
1 to 2,000	\$700	Lump Sum	\$400	8	\$550	Lump Sum	\$400	6	\$250	Lump Sum	\$125	3
2,001 to 5,000	\$0.42	Per SF	\$450	11	\$0.32	Per SF	\$450	7	\$350	Lump Sum	\$150	4
5,001 to 10,000	\$0.38	Per SF	\$600	14	\$0.29	Per SF	\$600	7	\$0.08	Per SF	\$150	4
10,001 to 25,000	\$0.35	Per SF	\$700	18	\$0.26	Per SF	\$700	8	\$0.07	Per SF	\$175	5
25,001 to 50,000	\$0.32	Per SF	\$750	20	\$0.24	Per SF	\$750	8	\$0.06	Per SF	\$175	5
50,001 to 100,000	\$0.27	Per SF	\$800	25	\$0.22	Per SF	\$800	10	\$0.05	Per SF	\$200	6
100,001 to 200,000	\$0.22	Per SF	\$900	30	\$0.18	Per SF	\$900	12	\$0.04	Per SF	\$250	6
200,001 to 300,000	\$0.18	Per SF	\$1,000	40	\$0.13	Per SF	\$1,000	14	\$0.03	Per SF	\$250	8
Over 300,001	Quote		Quote	Quote	Quote		Quote	Quote	\$0.02	Per SF	\$300	10

NOTES AND ADDITIONAL SERVICES

Plan review re-submission for incomplete or denied plans	\$250
Inspections only, re-inspections or additional inspections	\$75
Consultation, site visits and/or attendance at meetings with applicants, Township Officials or staff	\$75 / hr**
Administration services (beyond typical permitting process)	\$40 / hr
Assistant Zoning Officer services	\$60 / hr
Solar and Photovoltaic Panel System Installations (roof or ground mounted)	\$350 plus \$3 per panel
*If the number of site visits exceeds the number listed above, the applicant will be charged for each additional inspection.	\$75 / hr
**All hourly rates are based on a one-hour minimum fee.	
Phased projects may require more services and may be assessed an additional fee.	
All listed fees containing a square foot price are calculated on the industry standard square footage basis measured outside-to-outside dimensions of all levels of the structure, and shall include basements, bays, hallways, stairways, utility/mechanical rooms, storage rooms, lobbies, attached garages, foyers, elevators, decks, covered patios, porches, and attics that have a minimum headroom height of six feet.	