

## Resolution 2022-5



# Borough of Ridley Park Delaware County, Pennsylvania Building Code Enforcement Permit Fee Schedule

Any job started without obtaining an approved permit first,  
will result in double the permit fees.

### Part 1: Subdivision and Land Development

The following costs are applicable to applications for Preliminary and Final Subdivision and/or Land Development that have not been accepted as complete by the Borough prior to the adoption of this Fee Schedule.

**A filing fee and escrow deposit are payable at the time of each application** (sketch, preliminary and final). Separate checks shall be submitted by the applicant to cover the amounts identified.

#### A. Residential Subdivision/Land Development Fees

##### A.1 Sketch Plan (not required)

	<u>Application Fee</u>	<u>Escrow</u>
Minor Subdivision/Land Development (1 to 2 Lots)	\$600	\$1,500
Major Subdivision/Land Development "A" (3 to 9 Lots)	\$600	\$2,000
Major Subdivision Land Development "B" (10 Lots or more)	\$600	\$3,000

##### A.2 Preliminary Plan (required)

Minor Subdivision/Land Development (1 to 2 Lots)	\$500 plus \$50/lot	\$2,500
Major Subdivision/Land Development "A" (3 to 9 Lots)	\$1,000 plus \$100/lot	\$5,000
Major Subdivision/Land Development "B" (10 Lots or more)	\$1,500 plus \$100/lot	\$10,000

##### A.3 Final Plan (required)

Minor Subdivision/Land Development (1 to 2 Lots)	\$500 plus \$50/lot	\$2,500
Major Subdivision/Land Development "A" (3 to 9 Lots)	\$1,000 plus \$100/lot	\$5,000
Major Subdivision/Land Development "B" (10 Lots or more)	\$1,500 plus \$100/lot	\$10,000

#### B. Nonresidential Subdivision/Land Development Fees

##### B.1 Sketch Plan (not required)

	<u>Application Fee</u>	<u>Escrow</u>
Minor Subdivision/Land Development (1 to 2 Lots)	\$1,000	\$2,500
Major Subdivision/Land Development "A" (3 to 9 Lots)	\$1,000	\$4,000
Major Subdivision/Land Development "B" (10 Lots or more)	\$1,000	\$6,000

##### B.2 Preliminary Plan (required)

Minor Subdivision/Land Development (1 to 2 Lots)	\$ 1,500.00 plus \$50/1000 gsf of proposed building	\$4,000.00
Major Subdivision/Land Development "A" (3 to 9 Lots)	\$2,000.00 plus \$50/1000 gsf of proposed building	\$6,000.00
Major Subdivision/Land Development "B" (10 Lots or more)	\$3,000.00 plus \$50/1000 gsf	\$10,000.00

of proposed building

**B.3 Final Plan (required)**

Minor Subdivision/ Land Development (1 to 2 Lots)	\$1,000.00	\$2,000.00
Major Subdivision/Land Development "A" (3 to 9 Lots)	\$1,500.00	\$3,500.00
Major Subdivision/Land Development "B" (10 Lots or more)	\$2,000.00	\$5,000.00

The Borough shall determine, at the time of the Preliminary Application, what classification a project is considered.

If a Final Plan for Subdivision/Land Development is submitted more than one (1) year after Conditional Approval of a Preliminary Plan, in addition to the applicable Final Plan Application Fees, an additional fee of one-half (1/2) of the fee for the Preliminary Plan shall be paid to the Borough.

All Escrow Fees identified are associated with a Professional Services Agreement that is required to be established between the applicant and the Borough for all costs incurred incidental to the review of the application.

If the applicant requests a formal withdrawal and/or Plan Substitution of a Preliminary or Final Subdivision/Land Development Application and submits a revised Plan, the applicant shall remit ten percent (10%) of the original Application Fee with the revised Plan.

**C. Lot Line Change**

<u>Application Fee</u>	<u>Escrow</u>
\$400	\$2,500

All Escrow Fees identified are associated with a Professional Services Agreement that is required to be established between the applicant and the Borough for all costs incurred incidental to the review of any application indicated above.

**D. Land Development Waiver**

<u>Application Fee</u>	<u>Escrow</u>
D.1 Residential	\$300
D.2 Nonresidential	\$500
	\$2,500

All Escrow Fees identified above are associated with a Professional Services Agreement that is required to be established between the applicant and the Borough for all costs incurred incidental to the review of any application indicated above. Required Escrow for this item will be waived if application is associated with a current Subdivision/Land Development Application.

**E. Professional Services Agreement**

At the time of the Preliminary and/or Preliminary/Final Application for Subdivision/Land Development the applicant shall execute a Professional Services Agreement with the Borough, a copy of which is attached hereto and adopted as a part of this Resolution.

The Agreement includes the establishment of an Escrow Account. The Escrow Account covers the expenses of the Borough Council and/or the Planning Commission for advisory services incidental to the review of the application. These services may include; paid administrative staff, engineering, legal, site design, traffic design, landscaping, street lighting and any other consultant necessary, at the opinion of the Borough Council and/or the Planning Commission, to properly examine the proposed application. To any fees incurred by the Borough, the sum of ten percent (10%) shall be added as reimbursement to the Borough to cover administrative, overhead and other costs associated and incurred in processing the application and/or plan, and for the collection of such fees and their distribution. The Escrow Account funds shall be replenished to the original escrow amount within fifteen (15) days when the applicant is notified by the Borough that the funds are depleted to fifty percent (50%) of the original amount.

Escrow amounts shall be established in accordance with the Professional Services Agreement, all unused funds within the Escrow Account shall be returned to the applicant eighteen (18) months after completion of the project/development or upon written cancellation of the project/development upon approval by the Borough Council of the refund.

In the event the applicant disputes the amount of any such expense in connection with the review of applications, reports and inspections of the improvements, the applicant shall within ten (10) days of the billing date, notify the Borough that such expenses are disputed as unreasonable or unnecessary, in which event, the Borough shall not delay or disapprove a subdivision/land development application or any approval or permit related to the subdivision/land development due to the applicant's request over disputed fees.

**Part 2: Zoning**

All Fees referenced within this section shall be doubled if the project is started without the applicable Permits and/or Approvals.

A. Zoning Hearing Board Applications

Variance Applications, Special Exception Applications, interpretations mid Challenges of Determinations of the Zoning Officer

<u>A.1 Residential Applications</u>	<u>Application Fee</u>	<u>Escrow</u>
Residential	\$500	\$1,000
Residential Accessory Structure	\$250	\$500
Substantive Challenge (Residential)	\$10,000	\$2,000
	(plus \$500 for each \$2,000 hearing in excess of five)	
<u>A.2 Non-Residential Applications</u>		
Nonresidential or Residential (3 or more lots)	\$1,000	\$2,000
Substantive Challenge (Nonresidential)	\$10,000	\$2,000
	(plus \$500 for each \$2,000 hearing in excess of five)	

**Commented [RM1]:** Recommend offering a reduced rate for accessory structures. This is common across municipalities for less impactful structures.

B. Borough Council Applications

Conditional Use Applications, Amendments to the Zoning Ordinance, Curative Amendments or Amendments in the Zoning Map.

<u>Borough Council Applications</u>	<u>Application Fee</u>	<u>Escrow</u>
B.1 Conditional Use Application	\$1,000	\$2,000
B.2 Zoning Amendment	\$1,000	\$2,000
B.3 Curative Amendments	\$10,000	\$2,000
	(plus \$500 for each \$2,000 hearing in excess of five)	
B.4 Amendments to the Zoning Map	\$1,000	\$2,000
B.5 Inter-Municipal Liquor License Transfer and/or Economic Development Liquor License	\$500	\$5,000

\*Escrow Funds will be utilized to pay costs associated with advertising, mailing, stenographic services, and other costs incurred by Ridley Park Borough or by the Ridley Park Borough Zoning Hearing Board in connection with the application. These services may include paid administrative staff, engineering, and any other consultant necessary, at the opinion of the Ridley Park Borough or the Ridley Park Borough Zoning Hearing Board, to properly examine the proposed application. The applicant shall at all times be responsible for the cost and expenses of any proceeding. In the event the costs exceed the total escrowed funds, the applicant shall reimburse the Borough for actual expenses incurred, in the event the costs are less than the total escrowed funds. The balance will be refunded to the applicant.

C. Written Zoning Opinions/Zoning Certification (Upon Request)

\$125 each

D. Sign Permits

	<u>Fee</u>	<u>Escrow</u>
D.1 Permanent Signs		
Thirty-two (32) square feet or less	\$100	\$0
Over thirty-two (32) square feet	\$200	\$0
D.2 Temporary Signs	\$25	\$25*
30 day maximum or upon end of event or selling season.		

\*Escrow deposit associated with a temporary sign application shall be refunded to the applicant if the temporary signs are removed

within 20 days of the end of the event or selling season. Temporary signs associated with Political Organizations, Civic and/or Social Organizations and/or any approved fundraising efforts shall have a maximum size of 24 square feet. Temporary signs associated with the sale of Agricultural and/or Horticultural products placed on the premises of the grower shall have a maximum size of 12 square feet and when placed off the premises of the grower shall have a maximum size of 4 square feet.

In the event that the Borough and the applicant cannot agree on the amount of the review fees which are reasonable and necessary, then the applicant and the Borough shall follow the procedure for dispute resolution set forth in 53 P.S. §10510(g), as amended; provided that the professionals resolving such dispute shall be of the same profession or discipline as the consultants whose fees are being disputed.

~~E. Zoning Permits for Construction within the R-3 and R-4 Use Groups~~ ~~E. Zoning permits for residential construction: \$75 (in addition to any applicable Subdivision and/or Land Development costs.)~~

<del>E.1 New Dwelling Unit</del>	<del>\$100 each</del>
<del>E.2 Additions to existing dwelling unit</del>	<del>\$75</del>
<del>E.3 Accessory Buildings/Structures</del>	<del>\$75</del>

~~Accessory Buildings/Structures includes storage sheds, detached garages, uncovered decks and patios, retaining walls, barns, silos, swimming pools, hot tubs, etc. Patios that utilize interlocking pavers and do not require the placement of a foundation and/or frost wall and sheds, pole barns and temporary buildings one thousand square feet (1000 sf) or less shall require a Zoning Permit only.~~

<del>E.4 Compliance Escrow (When building permit is not required)</del>	<del>\$100</del>
<del>E.5 Fences within the R-3 and R-4 Use Groups</del>	<del>\$50</del>

~~F. Zoning Permits for Construction within all other Use Groups~~ ~~F. Zoning permits for commercial construction: \$150 (in addition to any applicable Subdivision and/or Land Development costs.)~~

<del>F.1 New Construction</del>	<del>\$200 each building, unit, or tenant</del>
<del>F.2 Additions to existing</del>	<del>\$150</del>
<del>F.3 Accessory Buildings/Structures</del>	<del>\$150</del>

~~Accessory Buildings/Structures includes storage sheds, detached garages, uncovered decks, patios, retaining walls, barns, silos, etc. Zoning Permit Fee does not include all applicable Land Development and Building Permit Fees.~~

<del>F.4 Fences within all other Use Groups</del>	<del>\$ 100</del>
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~~G. Home Occupation Registration \$75 Occupant shall register each year with the Borough. Written approval from property owner shall accompany Registration Application if occupant is not owner of property.~~

~~H. Well Permit~~

<del>H.1 Class I - Potable Residential</del>	<del>\$50 plus \$250 for Certification Review (Certification Review Fee applies when Escrow Agreement is not in place)</del>
<del>H.1.A Class IA - Non potable Farm</del>	<del>\$50 plus \$250 for Certification Review (Certification Review Fee applies when Escrow Agreement is not in place)</del>
<del>H.2 Class II Non-residential</del>	<del>\$250 plus \$250 for Certification Review (Certification Review Fee applies when Escrow Agreement is not in place)</del>
<del>H.3 Monitoring Well</del>	<del>\$500</del>
<del>(Not associated with Ordinance No. 2004-04)</del>	
<del>H.4 All other wells</del>	<del>\$2,500</del>
<del>(Not associated with Ordinance No. 2004-04)</del>	

**Commented [RM2]:** This section is needlessly complex. Recommend one flat fee for residential and commercial zoning on projects. The attempt to specifically regulate here does not accurately reflect the difference in complexity of projects.

**Commented [RM3]:** There is nothing in the zoning code at this time to justify a yearly registration fee as the code only requires a permit for a change of use or ownership which is covered under the certificates of occupancy section.

<del>H.5 Test Wells associated with a proposed Community Water Supply or any other investigatory purpose in accordance with Ordinance No. 2004-04</del>	<del>\$1,000</del>
<del>H.6 Observation Wells associated with a proposed Community Water Supply or any other investigatory purpose in accordance with Ordinance No. 2004-04</del>	<del>\$250</del>
H.6 Geothermal Wells	\$50 per well
H.7 All other wells	\$2,500

**Commented [RM4]:** Recommend striking this section as wells are covered by the County and I am not aware of any Borough Ordinances that regulate wells.

I. <u>Sewage Facility Holding Tank Maintenance Agreement</u>	\$250	
J. <u>Alternative Sewage Facility</u>	Fee	Escrow*
This item includes Drip Systems, Spray Irrigation Systems, etc.	\$250	\$1,500

\*All Escrow Fees identified are associated with a Professional Services Agreement that is required to be established between the applicant and the Borough for all costs incurred incidental to the review of the application. Required Escrow for this item will be waived if application is associated with a current Subdivision/Land Development Application.

K. <u>Act 537 Revision</u>	Fee	Escrow*
K.1 Residential	\$500	\$2,500
K.2 Non-Residential	\$750	\$3,000

\*All Escrow Fees identified are associated with a Professional Services Agreement that is required to be established between the applicant and the Borough for all costs incurred incidental to the review of the application. Required Escrow for this item will be waived if application is associated with a current Subdivision/Land Development Application.

L. <u>Planning Module Review and Processing</u>	\$550	\$550
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\*All Escrow Fees identified are associated with a Professional Services Agreement that is required to be established between the applicant and the Borough for all costs incurred incidental to the review of any application. Required Escrow for this item will be waived if application is associated with a current Subdivision/Land Development Application.

M. Temporary -Construction Trailer \$100 per year  
Permit may be renewed at the option of the Borough for each year.

N. Portable Outside Storage Units (PODS or similar units)	
N.1 Residential	\$50 per unit
N.2 Nonresidential	\$100 per unit

O. Stormwater Management Review  
Applications submitted in accordance with Ordinance Nos. 2002-15 and 2005-03.

	Fee	Escrow*
0.1 Plan Review (per lot for Subdivision Applications)	\$150	\$400 for the first 5 lots, Plus \$100.00 for each additional lot, not to exceed \$2,500.00.
0.2 Permit/Inspection	\$50	\$500
0.3 Capital Management Fund Exemption Fee		
0.3.1 Residential	\$500 per lot	
0.3.2 Nonresidential up to 2,000 square feet	\$500	
0.3.3 Nonresidential over 2,000 square feet	\$500 plus \$0.50 per square foot > 2,000 square feet	

\*All Escrow Fees identified are associated with a Professional Services Agreement that is required to be established between the applicant and the Borough for all costs incurred incidental to the review of the application. Required Escrow for this item will be waived if application is associated with a current Subdivision/Land Development Application.

P. ~~Forestry/Timber Harvesting~~ ~~\$250~~ ~~\$1,000~~

~~\*All Escrow Fees identified are associated with a Professional Services Agreement that is required to be established between the applicant and the Borough for all costs incurred incidental to the review of the application.~~

Q. ~~Junkyard Permit~~ ~~\$250 per year~~

R. ~~Residential Moving Permit~~ ~~\$50~~  
~~Re-inspection~~ ~~\$35~~

S. ~~Landlord Tenant Registration~~ ~~\$10 per dwelling unit~~

T. ~~Roadside Seasonal Stand~~ ~~\$25 weekly~~  
 if articles sold are not produced on the subject property.

**Commented [RM5]:** Recommend striking. No ordinance found regulating these activities.

**Part 3: Road Occupancy and Street Opening Permits**

All Fees referenced within this section shall be doubled if the project is started without the applicable Permits and/or Approvals.

A. Road Openings

Road openings and excavations in any Borough highway, roadway, right-of way, public ally, sidewalk, curb, footpath or bike path, having an improved or unimproved surface

	Fee	Escrow
A.1 Up to 100 linear feet	\$250.00	\$1,000.00
A.2 Each 100 linear feet in excess of 100 lf	\$250.00	
B. Installation of New Driveway and Alteration of Existing Driveways	\$250.00	\$1,000.00
C. Roadway Frontage/Storm Drainage Improvement Permit	\$250.00	\$1,000.00
D. Replacement of Utility Poles	\$250.00 per pole within Borough ROW	

E. Bonding for Utility Companies performing road openings \$10,000.00 bond held by the Borough  
 \*Plus \$1,500.00 cash deposit to defray Administrative/inspection costs.

No permit within Section 3 shall be issued by the Borough without written approval of the Borough engineer.

Required Escrow will be waived if application is associated with a current Subdivision/Land Development Application.

For any work within the borough right-of-way, the applicant shall establish at the time of substantial completion, a maintenance bond for the entire cost of any roadway restoration. This maintenance bond shall be in effect for a period of not less than eighteen (18) months.

Final approval will not be granted for any Road Opening Application, Driveway Application or Roadway Frontage/Storm Drainage Application until final wearing course is installed and inspected, and the site is final graded and seeded and written approval of the Borough engineer has been received by the Borough.

**Part 4: Department of Public Works**

A. Operator/Manpower Costs

A.1 Foreman	\$45 per man hour
A.2 Foreman (Overtime)	\$67.50 per man hour/4 hour minimum
A.3 Laborer	\$30 per man hour

- A.4 Laborer (Overtime) \$45 per man hour/ 4 hour minimum
- B. Equipment Rental (Portal to Portal)
  - B.1 One Tow Truck \$35.00 per hour/\$245.00 per day
  - B.2 Six Wheel Dump Truck \$65.00 per hour/\$455.00 per day
  - B.3 Backhoe \$80.00 per hour/\$525.00 per day
  - B.4 Chain Saw \$6.00 per hour/\$40.00 per day
  - B.5 Generator \$8.00 per hour/ \$55.00 per day
  - B.6 Snowblower \$11 per hour/\$75.00 per day
  - B.7 Brush Clipper \$35.00 per hour/\$245.00 per day
  - B.8 Additional Material and Supplies used At cost
- C. Sign Installation
  - Sign installation to include a minimum of a 2-man team for 1 hour minimum plus a minimum of one hour equipment rental plus actual material costs.

**Commented [RM6]:** Recommend review and input from Highway Department as figures in previous abatements performed conflict with these figures.

**Part 5- Building Permit Applications**

All Fees referenced within this section shall be doubled if the project is started without the applicable Permits and/or Approvals.

~~Gross Floor Area (GFA) In association with the referenced fees, the Gross Floor Area shall be defined as the following: the total square feet of all floors within the perimeter of the outside walls, including basements, bays, cellars, attached garages, roofed patios, breezeways and covered walkways, halls, mechanical/utility areas, restrooms, stairs, stair towers, halls, covered decks and attics and crawl spaces having a minimum headroom of six feet (6'-0"). Attics and crawl spaces having minimum headroom of less than six feet (6'-0") are not included within the GFA.~~

~~Use Groups—In association with the referenced fees, the Use Group designation is derived from the 2009/IBC International Building Code. R-3 refers to structures arranged for occupancy as a one or two family dwelling unit where each unit has an independent means of egress and each unit is separated by a two-hour fire separation assembly. R-4 refers to all detached one or two family dwellings not more than three stories in height. All other Use Groups refers to the following Use Groups; A-1, A-2, A-3, A-4, A-5, B, E, F-1, F-2, H-1, H-2, H-3, H-4, I-1, I-2, I-3, M, R-1, R-2, S-1 and S-2.~~

**Commented [RM7]:** This is one of the more convoluted fee schedules I have ever come across and many of the figure differentials seem to be pretty arbitrary when review and inspection of the different disciplines requires a fairly equivalent amount of work.

An overhaul for simplicity and consistency is recommended.

**Residential Permits**

*All permits may be subject to inspection fees*

Permit Type	Description	Fee
New Construction	Including living spaces, attached garages and basements	\$35 per \$1000 with a \$304.50 min.
Additions	Including porches and adding any new living area	\$35 per \$1000 with \$154.50 min
Repairs	Conversions, alterations, and renovations including basements and garages.	\$35 per \$1000 with \$104.50 min
Decks/Ramps	Over 30" above grade	\$35 per \$1000 with \$154.50 min

Retaining Walls	Greater than 4' in height	\$35 per \$1000 with \$54.50 min
Swimming Pools	Attached pool fencing included in this permit	Above Ground \$204.50 In Ground \$404.50
Roofing and Siding		\$35 per \$1000 with \$104.50 min
Windows and Doors	When changing frame size	\$35 per \$1000 with \$104.50 min
Fireplaces	Masonry and pre-manufactured inserts	\$50

All the above fees include the require State Fee

### Commercial Permits

All permits may be subject to inspection fees

Permit Type	Description	Fee
New Construction	Including Additions and/or Modifications	\$55 per \$1000 with \$779.50 min
Internal repairs and renovations		\$55 per \$1000 with \$304.50 min
Antenna Fee	Alterations	\$60 per \$1000 with \$154.50 min
Automatic Fire Suppression System	(Additional permits will be required)	\$40 per \$1000 with \$224.50 min
Retaining Wall	Greater than 4' in height	\$50 per \$1000 with \$104.50 min
Contractor Registration	Required for ALL commercial jobs	\$50 per calendar year

All the above fees include the require State Fee

### Demolition Permits

To raise, remove or tear down any building or structure including but not limited to houses, apartments, garages, and sheds.

Demolition Permit	\$50 per \$500 with \$104.50 min
Dumpster Permit	\$50 per 30 days, with \$15 renewal after 30 days

### Plumbing Permits

All permits may be subject to inspection fees. Proof of inspection is required by 3<sup>rd</sup> party agency

Permit Type	Description	Fee
Residential	Other than new Construction	\$75 per \$1000 with \$79.50 min
Repair/Replace Sewer Lateral		\$204.50
Boiler	Radiators and Baseboards	\$75 per \$1000 with \$104.50 min
Hot Water Heater		\$79.50 min
Commercial	Other than new Construction	\$75 per \$1000 of estimated cost up to \$50,000 with \$104.50 min

### NEW CONSTRUCTION

Sewer Tie-In	DEL CORA to inspect and approve connection into public system.	Residential \$754.50 Commercial \$1254.50
Public Water Tie-In		\$104.50
One Story	Includes max 15 fixtures	\$279.50
Two Stories	Includes max 20 fixtures	\$354.50
<b>COMMERCIAL</b>		

### Electrical Permit

*Proof of inspection is required by 3<sup>rd</sup>-party agency*

Permit Type	Description	Fee
All electrical work that is not part of new construction	Renovations, repairs, alterations, changing of devices or new service	Residential \$25 per \$1000 with \$54.50 min Commercial \$50 per \$1000 with \$104.50 min
<b>NEW CONSTRUCTION</b>		
Residential		
Single Family Dwelling	Less than 200 Amps	\$254.50
Single Family Dwelling	200 Amps or more	\$504.50
Multi Family Dwelling	Each Unit	\$254.50
<b>COMMERCIAL</b>		
Temporary Service	All uses	\$50 per \$1000 with \$254.50 min
		Under 200 Amps \$154.50 Over 200 Amps \$254.50
Harding Wiring Smoke Detectors		\$24.50 per rental unit

*All the above fees include the require State Fee*

Apartments	Each unit includes max 10 fixtures	\$179.50
Office/Business		\$304.50
Fixtures		\$10 per fixture \$104.50 min
Boilers		\$304.50

*All the above fees include the require State Fee*

### Mechanical Permits

*All permits may be subject to inspection fees*

Permit Type	Description	Fee
HVAC	Gas heaters/ forced hot air heaters	Residential \$50 per \$1000 with \$104.50 min Commercial \$50 per \$1000 with \$104.50 min
<b>NEW CONSTRUCTION</b>		
Residential		
1 Story	Single unit, includes duct work	\$354.50
1.5 Story	Two units, includes duct work	\$454.50
2 Stories	Single unit, includes duct work	\$454.50
2 Stories	Two Units, includes duct work	\$504.50
<b>COMMERCIAL</b>		
Apartments	Per Unit	\$304.50
Office/Business		\$25 per \$1000 with \$79.50 min

*All the above fees include the require State Fee*

<b>Certificate of Use and Occupancy</b>		
<b>Residential</b>	Required when a property sells or changes hands	\$100 first reinspection is included, subsequent inspections are \$50. Missed inspections are \$50
<b>Commercial/Business &amp; Home Occupations</b>	Required when there is a change in occupancy, or the property sells	\$100 first reinspection is included, subsequent inspections are \$50. Missed inspections are \$50
<b>Rental Units</b>	Required on a bi-annual basis and when there is a change in occupancy	\$100/per unit, first reinspection is included, subsequent inspections are \$50. Missed inspections are \$50

**Part 5: Building Permit Applications**

All Fees referenced within this section shall be doubled if the project is started without the applicable Permits and/or Approvals.

All UCC permits require an additional \$4.50 fee for the State training fund.

<b>Residential Permits</b>		
<b>Permit Type</b>	<b>Description</b>	<b>Fee</b>
Building	New construction, alterations, repairs, pools, accessory structures etc.	\$35 per \$1000 up to \$50K of construction cost with a \$104.50 min. Remaining construction cost above 50K is calculated at \$10 per \$1000
Plumbing	Work involving water supply, DWV systems, or fuel gas piping.	\$35 per \$1000 up to \$50K of construction cost with a \$104.50 min. Remaining construction cost above 50K is calculated at \$10 per \$1000
Mechanical	Work involving ventilation systems, heating systems, cooling systems or fuel oil piping and storage systems.	\$35 per \$1000 up to \$50K of construction cost with a \$104.50 min. Remaining construction cost above 50K is calculated at \$10 per \$1000
Electrical	Work involving electrical power, generation systems, or low voltage wiring.	\$20 per \$1000 up to \$50K of construction cost with a \$54.50 min. Remaining construction cost above 50K is calculated at \$10 per \$1000
Zoning	Fences, Patios, & Accessory Structures not regulated by the UCC.	\$75
Demolition permit	Not required when the demolition work is part of a building permit occurring on the same schedule as the construction work.	\$50 per \$500 with \$104.50 min
Chimney Liners	Flat mechanical permit fee.	\$104.50
Water heaters	Flat plumbing permit fee.	\$104.50
Concrete	Public curbing and sidewalk only. Other concrete work requires a building and/or zoning permit.	\$50 per \$1000 with \$50 min.

Windows and Door replacement	Permit is only required in HARB districts.	\$50 for the first 5, \$10 each Additional.
Dumpster/Pod Permit	Only required if dumpster is placed in the right of way	\$50 per 30 days.

**Commercial Permits(Includes Residential Uses with 3 or more units)**

<b>Permit Type</b>	<b>Description</b>	<b>Fee</b>
Building	New construction, alterations, repairs, pools, accessory structures etc.	\$50 per \$1000 up to \$100K of construction cost with a \$104.50 min. Remaining construction cost above 50K is calculated at \$20 per \$1000
Plumbing	Work involving water supply, DWV systems, or fuel gas piping.	\$50 per \$1000 up to \$100K of construction cost with a \$104.50 min. Remaining construction cost above 50K is calculated at \$20 per \$1000
Mechanical	Work involving ventilation systems, heating systems, cooling systems or fuel oil piping and storage systems.	\$50 per \$1000 up to \$100K of construction cost with a \$104.50 min. Remaining construction cost above 50K is calculated at \$20 per \$1000
Electrical	Work involving electrical power, generation systems, or low voltage wiring.	\$20 per \$1000 up to \$50K of construction cost with a \$104.50 min. Remaining construction cost above 50K is calculated at \$10 per \$1000
Zoning	Fences, Patios, & Accessory Structures not regulated by the UCC.	\$150
Demolition permit	Not required when the demolition work is part of a building permit occurring on the same schedule as the construction work.	\$50 per \$500 with \$104.50 min
Concrete	Public curbing and sidewalk only. Other concrete work requires a building and/or zoning permit.	\$50 per \$1000 with \$50 min.
Dumpster/Pod Permit	Only required if dumpster is placed in the right of way	\$50 per 30 days.

<b>Publications, Maps &amp; Miscellaneous Fees</b>		
Publications & Maps		
	Zoning Ordinance	\$30
	Zoning Map	\$10
	Subdivision & Land Development Ordinance	\$25
	Comprehensive Plan	\$25
	Stormwater Ordinance	\$30
	Water Study Ordinance	\$20
Photo Copies	Letter & Legal Size	\$0.50/per page
	All other copies	At cost
Fax Charge		\$2/per page
Certification	Per record	\$5
Returned Check		\$50
Administrative Fee		\$50/per hour, \$50 min
Notary Fee		\$5 per document
Professional Services		At cost

<b>Parks and Recreation</b>		
Lake & Picnic Areas	Pavilions are available to all park visitors on a first come, first serve basis. Families or Organizations looking to reserve these for group usage are subject to the following permit fees. Please note: there are no restrooms at any park facility or the Lake.	Borough Resident \$300
Borough Hall Community Room	The Community Room is available for non-profit organizations free of charge Monday – Friday during normal business hours (excluding holidays). The tax-exempt number for the organization is required with the application	Borough Resident \$300 Non-Resident \$400 With a \$150 refundable deposit after inspection.

<b>Police Department Reports/Fees</b>		
Fire Alarm Registration Fee		\$25 one time fee
Emergency Alarm Registration Fee		\$25 one-time fee
Alarm Penalty Fee	For false or accidental alarms with Police/ Fire response	\$25 per occurrence
Criminal Report		\$25

Accident Report		\$25
Subpoenaed Photograph		\$25 min
Soliciting Permit-Peddling Permit	Per 6 months	\$300
Large Event Permit		\$50 per year
Towing		\$145
Vehicle Storage		\$50 per day
Overtime Meter Parking		\$20
Parking in No Parking Zone		\$25
Parking in Restricted Area		\$25
Parked Improper Angle		\$25
Parked Overtime		\$25
Parked too Near Corner		\$25
Parked too far from curb		\$25
Double Parked		\$25
Obstructing Fire Hydrant		\$25
Obstructing Sidewalk		\$25
Obstructing Crosswalk		\$25
Obstructing Private Drive		\$25
Parked in Wrong Direction		\$25
Truck Parking Prohibited		\$25
Handicap Parking Only		\$200
Fire Zone		\$100

<b>Miscellaneous Permits</b>		
<b>Permit Type</b>	<b>Description</b>	<b>Fee</b>
Fences	Max height of 6', rear yard only	\$50, no fences in front yards
Doors	No change in size	\$50 for the first door, \$10 each additional
Windows	No change in size	\$50 for the first 5, \$10 each additional
Signs		32 square feet or less \$100 Over 32 square feet \$200
Concrete	Sidewalks, Steps, Aprons, Curb and Patio	\$50 per \$1000 with \$50 min
Driveway/ Parking area		\$50 per \$1000 with \$50 min
Accessory Structure	Shed and Detached Garages	\$75
Decks	Less than 30" from ground	\$75
Woodburning Stove, Fireplaces and inserts		\$100

<b>Retail Food Establishments</b>		
Inspection for Retail Food Facilities		

	Inspection and first reinspection	\$100
	Second reinspection	\$50
	Third reinspection	\$100
	Fourth reinspection	\$200

<b>Road Occupancy and Street Opening Permits</b>		
Road Occupancy	Up to 100 linear feet	\$250 with \$1000 escrow
	Each 100 linear feet more than 100	\$250
New Driveway or Alterations to existing Driveway		\$250 with \$1000 escrow
Roadway Frontage/Storm Drainage Improvement		\$250 with \$1000 escrow
Replacement of Utility Poles		\$250 with \$1000 escrow
Bonding for Utility Companies performing road openings		\$10,000 bond held by the Borough. Plus \$1,500 cash deposit for administrative/inspection costs.

*\*Required escrow will be waived if application is associated with a current Subdivision/Land Development Application.*

*No Permit shall be issued by the Borough without written approval of the Borough Engineer or Alternate Borough Engineer.*

*Final approval will not be granted for any Road Opening Application, Driveway Application or Roadway Frontage/Storm Drainage Application until final wearing course is installed and inspected, and the site is final graded and seeded and written approval of the Borough Engineer has been received by the Borough.*

**Part 5: Publications, Maps and Miscellaneous**

A.	Publications and Maps	
A.1	Zoning Ordinance	\$30
A.2	Zoning Map	\$10
A.3	Subdivision and Land Development Ordinance	\$25
A.4	Comprehensive Plan	\$25

A.5	Stormwater Ordinance	\$30
A.6	Water Study Ordinance	\$20
B.	Photocopies	
B.1	Letter or Legal Size	\$0.50 per page
B.2	All other Copies	At Cost
C.	Fax Charge	\$2 per page
D.	Certification	\$5 per record
E.	Returned Checks	\$50
F.	Administration Fee	\$50 per hour, one hour minimum
G.	Fees for Professional Services	At Cost