BOROUGH OF PENNSBURG

76 W. 6th Street, Pennsburg, PA 18073 (215) 679-4546 Fax: (215) 679-5140

FEE SCHEDULE

Effective January 1, 2021 (Approved December 22, 2020)

All building, plumbing, mechanical and general permits will have an additional fee of $10.00 ($4.50 for PA-UCC fees and $5.50 administrative fees.)

BUILDING PERMITS	
Residential (Single Family & 2 Family Dwelling)	
New Residential Construction Plus Electrical, Mechanical and Plumbing permits and fees required	$1,000.00
Additions, Alterations, Decks, & Accessories Non-refundable application fee Plus $10.00 per $1,000.00 of cost or fraction thereof	60.00
Re-Roofing	50.00
Commercial (Including Multi-Family Residential)	
New Commercial Construction Plus $10.00 per $1,000.00 of estimated cost of construction and Electrical, Mechanical and Plumbing permits and fees required	1,000.00
Alterations, Renovations or Modifications of Existing Buildings* including Roofing, non-refundable application fee *This section applies to alterations, renovations & modifications that DO NOT increase the footprint of existing structures	100.00 Plus 1.5% of total cost of construction
Demolition Permits	
Residential	75.00
Commercial Must conform with NES HAP Reg. 40 CFR61 Subpart M	200.00
Plumbing/Electrical/Mechanical Permits	
New Residential Construction (1 & 2 Family Dwelling)	$400.00
New Commercial Construction	800.00
Residential Renovations & Upgrades (1 & 2 Family Dwelling)	
Non-refundable Application Fee	60.00
Plus $10.00 per $1,000.00 of cost or fraction thereof	
Commercial Renovations & Upgrades	10.00
Non-refundable Application Fee	100.00
Plus $10.00 per $1,000.00 of cost or fraction thereof	
*Commercial electrical Inspections are NOT performed by the Borough, but are independently contracted by the applicant	
Contractor Registration	
Contractor – Non-home improvement contractors - annually	50.00
Swimming Pools, Spas & Hot Tubs	
Above Ground – Permanent Plus $15.00 per each $1,000.00 or fraction thereof cost of pool	35.00
In Ground Plus $15.00 per each $1,000.00 or fractions thereof cost of pool	50.00
Above Ground Seasonal Pool – see under Zoning Permits	
Electrical Permit for Pool Pumps/Filter Operations	30.00
+ALL pools, spas and hot tubs must meet the requirements of the 2015 Pool and Spa Code.	

FAILURE TO OBTAIN PERMIT PRIOR TO CONSTRUCTION WILL RESULT IN PENALTY OF DOUBLE PERMIT FEE

ZONING PERMITS

A $5.00 Administrative Fee is charged to all Zoning Permits unless otherwise noted

Fence – 6' maximum height	25.00
Shed	25.00
Patio – pavers, concrete, etc.	25.00
Deck	40.00
Accessory Building (other than shed) – under 1,000 sqft	100.00
Commercial Shed	60.00
Above Ground Seasonal Pool - 24" depth & greater+ Annual renewal fee(*no Administrative Fee required for renewal)*	30.00 10.00
Wood Burning Patio Unit (Chiminea) renewed annually *(no Administrative Fee required)*	10.00

*Any enclosed or roofed patio or deck is considered an addition and requires a building permit.

Grading Permits - Residential

Category	Permit Fees	Escrow*
Single Family Dwellings/ Single Lot Grading	$50.00 per dwelling or lot, whichever is greater	$200.00 per dwelling or lot, whichever is greater
Multi-Family Dwellings (apartments, town houses, twins, condos, etc.)	2-3 Units - $50.00	$500.00
	4 or more units - $50.00 plus $10.00 for each unit over 3	$500.00 plus $80.00 for each unit over 3

Grading Permits - Non-Residential

Number of Acres	Permit Fee	Escrow*
Less than 1	$50.00	$200.00
1-4	$75.00	$400.00
5-25	$15.00 per acre	$80.00 per acre
26-50	$375.00 plus $9.00 per acre over 25 acres	$2,000.00 plus $48.00 per acre over 25 acres
Over 50	$600.00 plus $6.00 per acre over 50 acres	$3,200.00 plus $32.00 per acre over 50 acres

* Borough Engineer review and inspection costs shall be paid from the escrow account. Any remaining funds will be returned to the applicant after final sign-off of the grading work by the Borough Engineer. Additional escrow monies may be required from the applicant to ensure proper review and inspection, and these monies must be paid prior to final inspection and review.

Use & Occupancy Permit

New Residential and Residential Resale	75.00
New Commercial and Commercial Resale	100.00

*If re-inspections are required, additional fees may be applied.

Overhead Banner/Sign Permits

Signs - Up to 5 square feet	45.00
Each additional square foot	.75
Overhead Banner	
Installation - (Valid non-profit agencies are exempt from a fee but must still submit a $100.00 deposit to ensure removal)	25.00
Deposit	100.00

Road Occupancy/Driveway Permits

A $5.00 Administrative Fee is charged to all Driveway Permits	
Per Chapter 95 – Ordinance Number 12-03	
Residential Driveways	25.00
Commercial Driveways	60.00
Residential Sidewalks	25.00
Commercial Sidewalks`	60.00
Utilities – see permit fees on Permit Application	
Fire Safety Inspections - Commercial	
Yearly Inspection Fees	
Class 1 – Home Based Businesses-must share direct connection with living quarters and be smaller than 250 S.F. of total space	30.00
Class 2 – Businesses with no Automatic Fire Suppression System or fire alarm (excludes ADT type system)	50.00
Class 3 – Businesses with Automatic Fire Suppression Systems	75.00
Class 4 – Businesses with Automatic Fire Suppression Systems and Fire Alarms	100.00
Class 5 – High Hazard Businesses	150.00
*If violations are found requiring a re-inspection, an additional $30.00 fee will be charged.	
General Fees/Permits	
Home Occupation – initial fee	25.00
Per year renewal fee	15.00
Rental Unit Permits, Residential – inspection required every 3 years or upon change in tenant Reinspection Fee	Per Unit 50.00 Per Room 10.00 25.00
Trash Certification (per certification)	30.00
Trash Fee- per year/per unit using toters for solid waste	230.00
Trash Late Fee - $25.00 per unit if paid after March 31st	25.00
Waste Haulers License – annual fee	200.00
Replacement of solid waste or recycling tote-each	65.00
Holding Tank Inspection Fee	50.00
Fees for copying public records (first 5 copies are free)	.25
Handbill & Poster Licenses per 25 bills(additional $5.00 per person)	10.00
False Alarm – (fee is per call; first 2 calls, no charge)	250.00
Parade Permit	100.00
Blasting Permit	100.00
Dumpster Permit (valid for 14 days) Placed in the street	20.00
Bagster/Dumpster/Temporary Storage Unit – Use on private property. First (30) days- No Fee Permit extension -may be extended (30) days	$25.00
Clothes Donation Bin- Annual Fee	50.00
BYOB Restaurant Registration – annual fee	100.00
Returned Check Charge	20.00
Missed Appointment Fee- all missed inspection appointments without 24 hour prior notice	25.00

Municipal Claims, Collection Fees – Attorney's fees at the rate of $200.00 per hour plus all costs of collection, including District Justice fees, service fees, and filing fees with the Court of Common Pleas.	
Municipal Claims Collection Fees- Initial review and prepare first demand letter: Prepare second and final demand letter: Prepare and file Civil Action with Magisterial District Justice: Prepare and file Municipal Lien with Mont.County Prothonotary: Prepare and file Lien Satisfaction: Attend any court appearance- solicitor's hourly litigation rate	 $40.00 $25.00 $40.00 $70.00 $40.00
Road Department Service Fees	
Labor- All labor shall be billed at the employee's hourly rate plus 35% overhead with a one-hour minimum charge.	
Equipment (per hour)	
Zero Turn Mower	20.00
Small Dump Truck	40.00
Large Dump Truck	65.00
Skid Steer	45.00
Backhoe	60.00
Utility Truck	30.00
Chipper	30.00
All Small Equipment	10.00
Contracted Services – All contracted services will be billed at actual costs plus 10% overhead.	
Zoning Issues	
Zoning Hearing*	750.00
Zoning Hearing Escrow* - required with the Zoning Hearing application	750.00
Conditional Use Hearing	750.00
Request to Re-Zone	1,500.00
Land Development	
Land Development (without new construction)	2,000.00
(additional $20.00 per 1,000 sq. ft. being developed)	
All Other Land Developments	3,000.00
Sketch Plan Review	
Review Fee	2,000.00
Subdivision	
One to five lots	2,000.00
Six to fourteen lots	3,000.00
Fifteen or more lots	3,500.00

***FEE SCHEDULE IS SUBJECT TO CHANGE AT ANY TIME**
PER THE PENNSBURG BOROUGH COUNCIL