

RESOLUTION NO. 2008-39

A FEE RESOLUTION AMENDING THE  
COMPREHENSIVE BOROUGH FEE RESOLUTION TO AMEND  
CERTAIN PERMIT FEES AND OTHER TYPES OF FEES  
WITHIN THE BOROUGH OF POTTSTOWN.

**WHEREAS**, the Burgess and Town Council of the Borough of Pottstown adopted a comprehensive fee resolution on July 10, 1995; and

**WHEREAS**, the Borough annually reviews the Fee Resolution to determine if additions or amendments to the Fee Resolution are necessary and appropriate; and

**WHEREAS**, the Burgess and Town Council of the Borough of Pottstown desires to amend certain fees/service charges due to the change in cost for providing such services.

**NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED** by the Burgess and Town Council of the Borough of Pottstown, Montgomery County, Pennsylvania, as follows:

**SECTION 1.** In accordance with the Open Records Access Policy adopted by Resolution No 2008-40, there shall be imposed Twenty Five Cents (\$0.25) per page for duplication of requested records. All other fees and costs associated with the Open Records Access Policy are contained specifically in that Policy.

**SECTION 2.** The Pottstown Borough's annual service charge for collection and disposal of garbage, rubbish, refuse and recycling for each residential unit shall be increased from Three Hundred Nine Dollars (\$309.00) per unit to Three Hundred Fourteen Dollars per unit (\$314.00).

**SECTION 3.** The kennel fee to house animals shall be increased from Fifteen Dollars (\$15.00) per day to Twenty Dollars (\$20.00) per day for all instances.

**SECTION 4.** The following fees of the Pottstown Borough Police Department shall be established and be charged as set forth below:

A. Arrestee Processing Fee only - Fifty Dollars (\$50.00/instance).

B. Arrestee Video Arraignment Fee - Fifty Dollars (\$50.00/ instance).

C. Arrestee Processing and Video Arraignment Fee - One Hundred Dollars (\$100.00).

D. Arrestee Incarceration/Processing/Video Arraignment Fee - One Hundred Seventy Five Dollars (\$175.00/instance).

**SECTION 5.** The following fees of the Finance Department shall be amended and provide as follows:

A. Returned checks - Thirty Dollars (\$30.00) plus actual costs of certified mailing.

B. Water Service Turn-On Fee - Fifty Dollars (\$50.00).

C. Penalty for Delinquent Hangar Rental - Thirty Dollars (\$30.00) per month plus actual mailing costs.

D. General Accounts Receivable - Six Dollar (\$6.00) penalty fee for payment beyond thirty (30) days.

**SECTION 6.** The following fees imposed by Code Enforcement relating to Housing, Plumbing, Property Transfers, and Rental; Change of Occupancy shall be amended and read as follows:

<u>Use &amp; Occupancy Permits</u>	<u>Fees</u>
Residential Additions	\$70.00
New Residential Building	\$115.00
Ind/Commercial/Non res	\$175.00
Ind/Commercial/Non res addition	\$130.00
<u>Plumbing</u>	<u>Fees</u>
Basic Inspection Fee	\$40.00**
Failure to Attend Inspection	\$28.00
Rough In and Final Inspections	\$28.00**
** Eliminate rough in and final inspection fees and adjust basic inspection fee to \$56.00.	
<u>Housing</u>	<u>Fees</u>
Licensing Fees for rental units	
- Licensing Fee	\$75.00 single family
	\$57.00 all other units
- Reinspection	\$40.00 per unit
- Reinstatement	\$57.00 per unit
Registration Fee:	\$115.00
<u>Property Transfer Use &amp; Occupancy Inspection</u>	<u>Fees</u>
Residential Rental Unit	\$75.00 single family

	\$57.00 all other units
Residential Property Transfer	\$115.00
Commercial Rental	\$113.00
Commercial Property Transfer	\$115.00
Short Term Rental	\$28.00
Second and/or subsequent inspects	\$23.00

**SECTION 7.** The following fees, imposed by Code Enforcement, associated with Building Permits, Plumbing Permits, and Plan Reviews shall be amended to provide as follows:

Building Permit Fees (Based on computable square footage)	Fees
Residential Construction	\$0.30/sf (\$75.00 minimum)
Addition or Alteration (Addition - decks, garages, sunroom, patio, roof extension, etc.) (Alteration - kitchens, bathrooms, conversion of garage, porches, attics or basement require 2 <sup>nd</sup> means of egress into habitable space, etc.)	\$0.25/sf (\$50.00 minimum)
New Non-Residential	\$0.40/sf (\$300.00 minimum)
Tenant Outfit or Alterations Existing	\$0.35/sf (\$300.00 minimum)
More than 25% of roofing cover replaced or installed	\$3.50/100 sf (\$50.00 minimum)
Siding & Stucco	\$3.50/100 sf (\$50.00 minimum)
Demolition - Residential	\$0.15/sf (\$100.00 minimum)
Commercial	\$0.25/sf (\$250.00 minimum)
Electrical Work Processing/Tracking fee	\$25.00

<u>Plumbing Permits</u>	<u>Fees</u>
Each plumbing fixture installed:	
- Residential	\$15.00
- Commercial	\$15.00
Sewer Ejector or Interceptor (grease, hair, oil, etc.)	\$25.00
Sewer lateral/water lateral/gas installation or repair minimum	\$25.00 (\$25.00/100 lineal feet or fraction thereof)
<u>Reviews</u> (based on computable square footage)	<u>Fees</u>
Plan Review	\$0.05 (\$25.00 minimum)
Energy Review	\$0.05 (\$25.00 minimum)
Accessibility Review	\$0.05 (\$25.00 minimum)
Mechanical Review	\$0.05 (\$50.00 minimum)
Plumbing Review	\$0.05 (\$50.00 minimum)

**SECTION 8.** The Property Maintenance Hourly Fee per worker shall be amended to Twenty Nine Dollars and Seventy-Five Cents (\$29.75) per worker with a minimum charge of Thirty Four Dollars and Fifty Cents (\$34.50) for overhead.

**SECTION 9.** The fee associated with a General Business License under the category of Licenses, Permits and General Business Regulations shall be increased to One Hundred Dollars (\$100.00).

**SECTION 10.** Application Fee requiring Borough approval prior to recording any Deed shall not exceed the amount permitted by State Law.

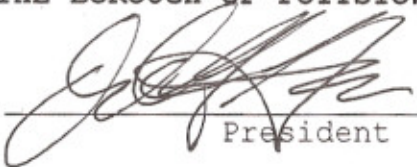
**SECTION 11.** All future modifications of these fees and other fees established by the Comprehensive Borough Fee Resolution shall be made by Resolution duly adopted by the Burgess and Town Council of the Borough of Pottstown.

**SECTION 12.** This Resolution shall become effective immediately upon enactment and such fees shall become effective January 1, 2009.


**ENACTED and RESOLVED** this 29<sup>th</sup> day of December, 2008.

**THE BURGESS AND TOWN COUNCIL  
OF THE BOROUGH OF POTTSTOWN**

BY: \_\_\_\_\_

  
President

ATTEST: \_\_\_\_\_

  
Secretary

Approved this 29<sup>th</sup> day of  
DECEMBER, A.D., 2008.

  
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Mayor