

BOROUGH OF POTTSTOWN 2019 FEE SCHEDULE –Rev. #1

(Alphabetical by Description and/or Department)

01.331.160 **A. ACCOUNTS RECEIVABLE, GENERAL** [§1501 Ord.2043 2007; Res. 2008-39]; [Res. 2009-38]

Standard Penalty and Interest

1. Penalty Fee for Payment Beyond 30 day \$15.00 one-time penalty fee
2. Interest accrued monthly on outstanding balance 10% on paid bal. billed monthly

APPLICABILITY- These conditions shall be applicable to all fees contained in the Borough's Comprehensive Fee Resolution adopted July 7, 1995, as amended.

AMENDMENTS TO EXISTING ORDINANCES - The applicable Sections of the Code of Ordinances of the Borough of Pottstown, which established the fees described below, are hereby amended to permit the imposition of a standard penalty and interest rate for all fees incurred after the effective date of amendments.

ESTABLISHMENT OF STANDARD AND PENALTY INTEREST - All fees, as established in the Borough's Comprehensive Fee Resolution adopted July 7, 1995, as amended, shall be payable to the Borough of Pottstown within 30 days. If said bills are not paid and received within 30 days from the date of the bill, a penalty fee of \$15 shall be added; and interest shall accrue at 10% and billed each month on the remaining balance. [Res. 2009-38, §12 (Ord. 1825, 5/13/1996, §§ 1-3)

B. CLEAN AND LIEN - [§ 1501 Ord. 2043, 8/13/07] Municipal claims for snow removal, abandoned motor vehicles, accumulation of trash and refuse, removal of grass and weeds, and all health and safety violations that are set forth in § 214, Penalties and Violations, of Part 2B, Office of Code Enforcement, of Chapter 1.

1. Cost of filing lien as per the Montgomery County Prothonotary's Office
2. Additional \$15.00 administrative processing fee when filing lien
3. Cost of certified mail postage for notice of filing lien

C. COLLECTIONS – THIRD PARTY [Ord. 2162, 2/21/17]

1. Portnoff Law is the designated third-party collection agency for the Borough of Pottstown delinquent sewer, water, and trash. They also collect delinquent Borough and School real estate taxes. Their fee schedule can be obtained from them by calling 866-211-9466. Their address is 2700 Horizon Dr., Suite 100, King of Prussia, PA19406, and their website is www.portnofflawonline.com. Most recent fees adopted by Borough Ord. No. 2162, Feb. 21, 2017.

D. CONTRIBUTIONS – SEE E.a. & E.b. and attached policy dated 12-09-2009 Appendix C

01.322.820 **E. DONATION BINS** –

1. Annual permit application fee \$50.00 annually
2. Security Deposit escrow fee to be held until bin is removed or there is a violation of the ordinance \$500.00 security deposit
3. Ordinance violation – upon conviction \$600.00 per day/violation

F. FEE IN LIEU OF – SEE Attached policy dated 12-09-2009 Appendix C (§503-507 Borough Code)

1. Undesignated – split 50/50 as follows:
 - a. General Fund Operating Reserve Amt. set at pre-constr. meetings
 - b. Capital Fund Savings Reserve
2. Parks Shade Trees, Open Space Trees, Street Trees, Parking Lot Trees, or as part of subdivision/land development \$500.00 per tree

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G. FIRE DEPARTMENT/FIRE MARSHAL FEES [Res 2014-18]

	Activity		Fee
14.362.450	Fire Inspection - Assembly (A)	Class A (1000+) Class B (300 – 999) Class C (50 – 299)	\$300 \$200 \$100
14.362.450	Fire Inspection - Apartments (R-2)	Class A (26+ units) Class B (11 – 25 units) Class C (5 – 10 Units)	\$300 \$200 \$100
14.362.450	Fire Inspection - Business (B)	Class A (Exceeding 30,000 Sq Ft) Class B (10,001 – 30,000 Sq Ft) Class C (Less than 10,000 Sq Ft)	\$300 \$200 \$100
14.362.450	Fire Inspection - Colleges / Schools (B/E)	Class A (1500+ students) Class B (1000 – 1499 students) Class C (Less than 999 students)	\$825 \$400 \$200
14.362.450	Fire Inspection - Dormitories (R-2)	Class A (50+ occupants) Class B (Less than 50 occupants)	\$150 \$100
14.362.450	Fire Inspection - Daycare Facilities (I / R-4)	Class A (1000+) Class B (7-99) Class C (1 - 6)	\$150 \$100 \$30
14.362.450	Fire Inspection - Industrial / Factory (F / H)	Class A (Exceeding 100,000 Sq Ft) Class B (30,000 Sq Ft – 100,00 Sq Ft) Class C (Less than 30,00 Sq Ft)	\$400 \$300 \$200
14.362.450	Fire Inspection - Health Care (24 Hour Operation) (I)	Class A (60± 401 Beds and up) Class B (201 – 400 Beds) Class C (Less than 200 Beds)	\$550 \$450 \$250
14.362.450	Fire Inspection - Hotels / Motels / Rooming House (R-1)	Class A (51+ Rooms) Class B (26 – 50 Rooms) Class C (5 – 25 Rooms)	\$300 \$200 \$100
14.362.450	Fire Inspection - Mercantile (M)	Class A (Exceeding 100,000 Sq Ft) Class B (30,000 Sq Ft – 100,00 Sq Ft) Class C (Less than 30,00 Sq Ft)	\$300 \$200 \$100
14.362.450	Fire Inspection - Storage, Warehouse, Parking Garage, Freight Terminal (S/U)	Class A (Exceeding 100,000 Sq Ft) Class B (30,000 Sq Ft – 100,00 Sq Ft) Class C (5,001 - 30,00 Sq Ft) <i>Storage less than 5,000 Sq Ft see Business use</i>	\$400 \$300 \$200
14.362.450	Failure to request cancellation of scheduled inspection		\$60
14.362.450	After Hours Fire Inspection (In addition to occupancy fire inspection fee)		\$60
14.362.450	Re-Inspection Fee (Failure to correct violations after 1 st re-inspection)		\$60
14.395.100	Firefighter (Per hour 2 hour minimum)		\$25.00/hour
14.395.100	Fire Engine (Per hour 2 hour minimum) *		\$91.00/hour

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14.395.100	Aerial Device (Per hour 2 hour minimum) *		\$135.25/hour
14.395.100	Rescue Truck (Per hour 2 hour minimum) *		\$42.00/hour
14.362.450	After Hours final inspection / tests (Fire Chief/Fire Marshal for sprinkler, fire alarm etc.)		\$60.00/hour
14.362.450	Certificate of Fitness		\$25.00/system
14.322.900	Fire Police		\$25.00/hour
14.362.410	Tent (>499 sq. ft.)		\$60/each
14.362.410	Operational permits (refer to Operational Permit Table)		\$60
14.362.112	Fire incident reports		\$25/incident
14.362.130	False/Needless fire alarm response (first false alarm per year is no charge)		\$300/incident
14.362.112	Fire investigation photos (requires subpoena)		\$30/CD
14.362.410	Fire protection building/construction permit		3% or minimum of \$60
14.362.410	Fireworks Display (outdoor or indoor)		3% or minimum of \$60

* Based on FEMA's Schedule of Equipment Rates

Operational Permits

In accordance with the Borough of Pottstown Fire Code/International Fire Code Section the following operations/processes require a permit to be conducted within the Borough of Pottstown. Operational Permits are required for all new occupancies beginning January 1, 2018. Operational Permits are listed only for the original applicant and are non-transferrable.

Process/Operation - all 14.362.410	Permit Fee	IFC Reference
Aerosol Products	\$60	105.6.1
Level 2 or Level 3 aerosol products in excess of 500 pounds net weight.		
Amusement Buildings	\$60	105.6.2
Aviation Facilities	\$60	105.6.3
Carnivals and Fairs	\$60	105.6.4
Cellulose Nitrate Film	\$60	105.6.5
Used in Group A occupancy		
Combustible Dust-producing Operations	\$60	105.6.6
Combustible Fibers	\$60	105.6.7
Greater than 100 cubic feet.		
Compressed Gasses	\$60	105.6.8
Refer to Table 105.6.8 of the International Fire Code		
Covered Mall Buildings	\$60	105.6.9
Retail fixtures and displays, concession equipment, kiosks.		
Cryogenic Fluids	\$60	105.6.10
Refer to Table 105.6.10 of the International Fire Code		
Cutting and Welding	\$60	105.6.11
Dry Cleaning Plants	\$60	105.6.12
Exhibits and Trade Shows	\$60	105.6.13
Explosives	\$60	105.6.14
Fire Hydrants and Valves	\$60	105.6.15
Flammable and Combustible Liquids	\$60	105.6.16
Refer to Section 105.16 of the International Fire Code		
Floor Finishing	\$60	105.6.17
Floor finishing or surfacing exceeding 350 sq. feet using Class I or II liquids		
Fruit and Crop Ripening	\$60	105.6.18
When using Ethylene gas		
Fumigation and Thermal Insecticide Fogging	\$60	105.6.19
Hazardous Materials	\$60	105.6.20
Refer to Table 105.6.20 of the International Fire Code		

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HPM Facilities	\$60	105.6.21
High Piled Storage	\$60	105.6.22
Hot Work Operations	\$60	105.6.23
Excluding work covered under a building construction permit		
Industrial Oven	\$60	105.6.24
Lumber Yards	\$60	105.6.25
Exceeding 100,000 board feet		
Liquid or gas-fueled vehicles or equipment in a building	\$60	105.6.26
LP-Gas	\$60	105.6.27
Magnesium	\$60	105.6.28
Greater than 10 pounds		
Miscellaneous Combustible Storage	\$60	105.6.29
Exceeding 2,500 cubic feet		
Open Burning	\$60	105.6.30
Open Flames and Torches	\$60	105.6.31
Open Flames and Candles	\$60	105.6.32
In connection with assembly areas, dining areas or restaurants and drinking establishments		
Organic Coatings	\$60	105.6.33
Greater than 1 gallon per day		
Places of Assembly	\$60	105.6.34
Private Fire Hydrants	\$60	105.6.35
Pyrotechnic Special Effects Material	\$60	105.6.36
Does not include displays/shows		
Pyroxylin Plastics	\$60	105.6.37
Greater than 25 pounds of cellulose nitrate		
Refrigeration Equipment	\$60	105.6.38
Repair Garages and Motor Fuel Dispensing Facilities	\$60	105.6.39
Rooftop Heliports	\$60	105.6.40
Spraying or Dipping	\$60	105.6.41
Utilizing flammable or combustible liquids or powders		
Storage of Scrap Tires and Tire Byproducts	\$60	105.6.42
Temporary Membrane Structures	\$60	105.6.43
Greater than 400 sq. feet. Excludes tents		
Tire-rebuilding Plants	\$60	105.6.44
Waste Handling	\$60	105.6.45
Includes junk/scrap yards		
Wood Products	\$60	105.6.46
Storage of wood chips, hogged material, lumber and plywood in excess of 200 sq. ft.		

H. GRADING AND EXCAVATING [Res. 2002-16]

01.362.410	1. Base Grading Permit Fee	\$100.00
Thru escrow	2. Engineering, Review and Inspection Escrow for third party fees**	
	a. Area of Disturbance:	
	1. Less than 1,000 square feet	\$350.00
	2. 1,000 to 5,000 square feet	\$500.00 plus \$25.00 Per 1,000 square feet
	3. Greater than 5,000 square feet	\$750.00 plus \$20.00 Per 1,000 square feet

**The Borough reserves the right to impose additional fees for engineering, review and inspection costs over and above the established fee to ensure proper review of the plan and inspection of the project and certification of proper completion. Any monies remaining in the engineering, review and inspection fee shall be refunded to the applicant upon written request of the applicant.

I. HANGAR RENTALS [Res. 2008-39], [Res.2010-37], [Res 2014-18], [Res. 2016-22], [Res.2016-28]

09.342.202	1. Penalty for Delinquent Hangar Rental	\$30.00 per month, plus mailing costs
09.342.202	2. OH -Rental Monthly "Original" Hangar Fees	\$277.00 per month or \$3,324 per year

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09.342.202	3. NH -Rental Monthly “New” T-Hangar Fees	\$370.00 per month or \$4,440 per year
09.342.203	4. TD - Rental Monthly Tie Downs	\$93.00 per month or \$1,116 per year
	5. Options for tiered payments and penalties:	
	a. paying rent annually – no service charge and a 3% discount	
	b. paying rent semi-annual - \$3.00 service charge per bill and a 1% discount	
	c. paying rent quarterly - \$1.50 service charge per bill and a 0.5% discount	
	d. paying rent monthly - \$1.00 service charge per bill and NO discount	
	6. If no response is provided to billing option, the monthly billing automatically defaults.	
01.362.415	J. HAZARDOUS MATERIAL CLEAN-UP (10, §211) [Res. 7/12/1999B], [Res 2014-18]	
	1. Residual Highway Waste Cleanup:	
	a. Per passenger car and/or truck to 1 ½ ton rating	\$60.00
	b. Per truck over 1 ½ ton rating or special use vehicles	\$90.00
	2. Hazardous spill, control and/or cleanup (to include fuel oil)	\$120.00 per unit, plus cost of clean up materials used
01.365.500	K. KENNEL (Animal) BOARDING [Res. 2002-4]; [Res. 2008-39]; [Res. 2010-10], [Res. 2014-18], [Res. 2015-3], [Re, 2016-21],	
	1. Fee for kennel provided animal is retrieved between 8:00 am and 5:00 p.m.	\$30.00 per day plus extra \$40 if Picked up after 5:00 p.m. any day
	2. Fee for kennel if animal is retrieved before 11:00 am following day	no add'l cost
	3. After 11:00 am on the subsequent day, the daily rate shall apply	\$30.00 per day plus extra \$40 if picked up after 5:00 p.m. any day
	4. Annual municipal user Kennel Fee	\$500.00 per year
	L. LAND DEVELOPMENT APPLICATION – see SUBDIVISION	
	M. LICENSES AND GENERAL BUSINESS REGULATIONS – For further Licenses and permits refer to Section E – Fire Marshal & Section P - Permits	
01.321.450	1. Adult annual business license fee (13, §705) [Res. 8/9/1999D]	\$750.00
	a. Annual application, investigation and license fee for business employee license	\$250.00
01.321.450	2. Alarm Device Business License – Installed (13, §103) [Res.2003-36; Res. 2007-1; [Res. 2009-38]	through third party with Police Dept.
01.321.710	3. Amusement Machine License [Res. 2003-36]	\$70.00 per year, per machine
01.321.450	4. Auction House – SEE General Business License (13, §301)	
01.321.450	5. Bill-Posting License (13, §301)	no charge
01.321.700	6. Coin Vending Machine License [Res. 2003-36; Res.2007-1], [Res. 2014-18]	\$40.00
01.321.400	7. Contractor License (General) [Res. 20030-36; Res. 2007-1] [Res. 2010-10]	\$100.00
01.321.400	8. Contractor License – REPRINT the license	\$20.00
01.321.450	9. Dry Cleaners License SEE General Business License	
01.321.610	10. Electrician - [Res. 2009-38]	
	a. Master, Standard Master, Standard Maintenance or Standard Residential	\$100.00 per year
01.321.730	11. Flyer (Vendor) Distribution [Res. 2005-17]	\$25.00 per person per day
01.321.640	12. Garage License [Res. 2007-1] ; [Res. 2009-38]	\$100.00 per year
01.321.450	13. General Business License [Res. 2008.39]	\$100.00 per year

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01.321.450	14. Home Occupation Permit (§504(4)) [<u>Res. 2015-19</u>]	\$25.00 one-time per occupation
01.321.720	15. Jukebox Music License Fee (13, §301) [<u>Res. 2003-36</u>]	\$70.00 per machine
01.321.320	16. Junkyard License [<u>Res. 2007-1</u>]	\$65.00 per year
01.321.620	17. Mechanical –Standard Journeyman [<u>Res. 2003-36</u>]	\$75.00 per year
01.321.620	18. Pawn Broker License [<u>Res. 2003-36</u>]	\$100.00 per year
01.321.700	19. Pinball Machine License (coin vending) (13, §301) [<u>Res. 2003-36</u>]	\$70.00 per year
01.321.600	20. Plumbing [<u>Res. 2003-36; Res 2006-15; Res. 2007-1; Res. 2008-39</u>]; [<u>Res. 2009-38</u>], [<u>Res. 2014-18</u>]	
	a. Master Plumber, Standard Master, Master Plumber w/ gas, or Standard Residential (nonresident) (5, §420)	\$100.00 per year
01.321.730	21. Sample Merchants & Solicitors License (13, §301) [<u>Res. 2007-1</u>], [<u>Res. 2014-18</u>]	\$100.00 per person
01.321.730	22. Transient Retail –Vendor Merchants License	
	a. By Vehicle (13, §301)	\$250.00 per year
	b. Semi-Permanent Location (13, §301)	\$345.00 per month
	c. Without Permanent Residence in Borough (13, §301)	\$345.00 per day

N. PARK and RECREATION FACILITY FEES – [Res. 2009-38, Res. 2016-22 & 28] see attached **APPENDIX A**

01.331.140 **O. PARKING** [Res. 2005-17] **see also Parking Sect. 410(1) of Borough Code** [Ord. 2120 01-13-14]; [Ord. 2182]; [Res. 2019-8]

PARKING VIOLATIONS:

1. Handicap Space Application	\$10.00
2. Handicap Space Signs and Paintings	\$125.00
3. Parking Violations of § 402(1)(A)(B)(C) of Borough Code [Ord. 2124]	\$30 plus prosecution costs
4. Parking Violations of §402(1)(K) or §404 of Borough Code [Ord. 2124]	\$40 plus prosecution costs
5. Parking Violations of §402(1)(E)(F)(G)(H) of Borough Code [Ord. 2124]	\$50 plus prosecution costs
6. Parking Violations of §409 of Borough Code [Ord. 2124]	\$30 plus prosecution costs
7. Parking Violations of any other part of §402, 409, 410 [Ord. 2124]	\$25 plus prosecution costs
8. Failure to properly display residential parking permit §409(8)(A) [Ord.2124]	\$5
This fee shall be imposed on individuals whether or not any additional citation or ticket is issued.	
9. Parking Violation of §406.1(B)(1) non-seasonal vehicle/equip. [Ord.2124]	
a. First offense	dbl daily permit fee per size of unit
b. subsequent offenses	trpl daily permit fee per size of unit/day
10. Parking Violation of §5 of Chpt. 15 of Borough Code [Ord.2182] - Metered	\$20 plus prosecution costs
11. Parking Violation of §602 Part 6, Chpt.15 of Borough Code [Ord 2182] – Kiosks	Up to \$600 plus prosecution costs
12. Parking Violation of §602 remaining sections of Part 6 Borough Code [Ord 2182]	\$20 plus prosecution costs

METERED PARKING:

13. Metered Hourly Parking in Off-street metered lots [Ord. #2182] Evans, King, Lessig, Reading, Shop N Park, Trinity	\$.50 per hour
14. Metered Hourly Parking in On-street parking zones – High St. and King St.	first hour free, then \$.50 per hour

PERMIT PARKING:

15. Permit Parking in Off-street metered parking [Ord. #2120] Evans, King, Lessig, Reading, Shop N Park, Trinity	\$30.00 – Monthly \$170.00 – six months \$325.00 – one year
16. Residential Parking Permits within PDIDA District – for a resident	
a. first permit	\$55.00 – six months/\$110.00-year
b. second permit	\$127.00- six months/\$253.00-year
17. Residential Parking Permits outside of PDIDA District – for a resident	
a. first permit	\$21.00 – six months/\$42.00-year
b. second permit	\$38.00- six months/\$76.00-year

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PERMIT PARKING: cont'd.

- 18. Business Office Rate
 - a. first permit \$46.00 – six months/\$92.00-year
 - b. second permit \$78.00- six months/\$156.00-year

PARKING SIGNS:

- 19. Parking Signs – Temporary Restriction signs \$2.00 each

P. PARADE/ASSEMBLY PERMIT

- 01.322.901 1. Parade/Assembly/Functions requiring Borough street closing permit [Res. 2005-17] \$100.00

Q. PERMITS – LICENSING AND INSPECTIONS

- 01.362.410 1. Adult Business Permit - See No. 12.c here - Zoning
- 01.362.410 2. Building Permit Fees (also listed under Fire Marshal 14.362.410)
 - a. Construction Permit [Res. 2008-39; Res. 2009-6] [Res. 2010-1, Res 2014-18] \$60 minimum up to first \$2,000 cost and then 3 % on the costs in excess of \$2,000 cost
 - b. Demolition [Res.2009-38] First 1,000 sq. ft. or fraction of \$115.00 – ea. add'1 500 sq. ft. 40.00
 - i. Demolition of sheds/garage with no service connection \$40.00 (w/1% on all 2,000 demo costs)
- 01.362.411 3. Bldg. Permit Violation -New Construction; Residential, Commercial and Industrial (1, §214)
 - a. Construction or Activity Prior to Issuance of Permit, License or Certificate [Res. 2000-9] *\$250.00 as maximum, or whichever is less on calculation
- 01.362.460 4. PA UCC Fee paid to State CLGSC-13 \$4.50 per permit
Applicable to all Bldg., Electrical, Plumbing and HVAC Permits

* The application fee for permits, licenses or inspections and/or certificates issued after construction or activity has been initiated, shall be twice the amount of the required fee for that particular permit, license or certificate, and shall be \$250.00 or whichever amount is less. It is the intent of this resolution to include certificates for use and occupancy, certificates or permits for property transfer and rental inspections.

- 01.362.410 5. Electrical Permits \$50.00*
- 01.362.411 6. Failure to Appear for Permit Inspection Fee [Res 2014-18], [Res. 2015-10], [Res. 2018-30] \$100.00 each time
- 01.362.430 7. Plumbing [Res. 2003-36; Res 2006-15; Res. 2007-1; Res. 2008-39]; [Res. 2009-38], [Res. 2014-18]
 - a. Plumbing Fixture Installed as follows: (each)
 - 1. Residential \$15.00
 - 2. Commercial \$15.00
 - b. Sewer Ejector or Interceptor (grease, hair, oil, etc.) \$25.00
 - c. Sewer Lateral/Water Lateral repair/replace \$35.00/100 linear ft. or fraction of
 - d. Plumbing inspect fee \$60.00
- 01.362.130 8. Security System Permits and False Alarm Charges (13, §104) - per third party contracted agreement through Police Department
- 01.362.410 9. Use and Occupancy Bldg. Permits NEW CONSTRUCTION [Res. 2003-36; Res. 2007-1; Res.2008-39]; [Res.12-27]; [Res. 2009-6]
 - a. Industrial/Commercial/Nonresidential /Institutional \$175.00 upon completion
 - b. Industrial/Commercial/Nonresidential/Institutional Additions \$130.00 upon completion
 - c. New Residential Building (per dwelling unit) \$115.00 upon completion
 - d. Residential Additions \$ 70.00 upon completion
 - e. Failure to attend inspection /appointment \$100.00 each time
- 01.362.451 10. Use and Occupancy Permits PROPERTY TRANSFERS ***** (NOT A RENTAL INSPECTION)** [Res. 2003-36; Res. 2006-15; Res. 2007-1; Res. 2009-6]; [Res. 2009-38]; [Res. 2013-10]
 - a. Single Family/Duplex \$135.00 per unit;

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b. Apartment Building with at least 3 but no more than 6 units	\$ 90.00 per unit;
c. Apartment Building with 7 or more apartments	\$ 40.00 per unit;
d. Commercial/Industrial/Institutional	\$115.00 up to 2,500 sq.ft. and then \$115.00 ea. add'l 2,500 sq. ft. or fraction thereof; Maximum \$3,000.00
e. Re-inspection for Residential or Commercial Property Transfer - which is clarified as the third and subsequent on-site appointments	\$40.00 each time, per property
f. Failure to appear for inspection	\$100.00 each time, per property
g. REPRINT of Use and Occupancy certificate	\$ 20.00 each time, per property
h. Residential Rental License Administrative Fee (with valid/current rental license)	
1. Single family and apartments of 2 through 6 units	\$25.00 per unit
2. Apartment buildings with 7 or more apartments	\$10.00 per unit

01.362.440

11. Vacant Property Ordinance Fees [Ord.2139 (§1509) 7-13-15]
- a. A non-refundable annual registration fee from a mortgage company, servicer, trustee or owner; third-party registrations are not permitted with Borough consent \$200.00 per property annually
 - b. Violations of this section of the code \$1,000 not to exceed;
Plus legal costs
 - c. Properties posing serious threat to public health, welfare, etc. the L & I Dept. must secure the property at expense of the mortgage company, services, trustee or owner. If invoice is not Paid in 30 days, admin fee plus reasonable legal & lien file costs \$500.00 admin fee

01.361.330

12. Zoning Permits [Res. 2002-41]; (13, §705) [Res. 8/9/1999D]
- a. Sign Permit Application Fees
 - a. Signs up to 6 square feet \$30.00
 - b. Signs from 6 square feet to 25 square feet \$75.00
 - c. Signs over 25 square feet \$200.00
 - b. Fences, accessory structures/sheds (200 sq. ft. or less) \$60.00

01.361.330

- c. Adult Business (Zoning) Permit
 - a. Application and investigation fee to accompany application for adult business license (new license) \$1,500.00

R. PLAN REVIEWS – LICENSING AND INSPECTIONS [Res. 2008-39]; [Res. 2008-39]; [Res 12 2010-10]; [Res.2010-37]; [Res. 2008-39]; [Res 2009-16]; [Res 2011-8]; [Rev. 2008-39]

01.361.310

1. Reviews (based on square footage) individually with in-house review \$0.05 per sq. ft. (\$50.00 minimum)
Collectively third party review \$0.40 per sq. ft. (\$250.00 minimum)
- a. Accessibility Review
 - b. Energy Conservation (insulation etc.) Review
 - c. Mechanical Review
 - d. Electrical Plan Review minimum \$250.00
 - e. Plan Review - Residential
 - f. Plan Review – Commercial
 - g. Plumbing Review
 - h. Alarm Plan Review minimum \$250.00
 - i. Sprinkler Plan Review minimum \$250.00
 - j. Residential Alterations – i.e. renovations, decks, porches, patios, patio enclosures, canopies and completion of unfinished spaces such as basements \$0.40 per sq. ft. (\$100 minimum)

01.361.320

2. Appeals to the Construction Code Board of Appeals [Res. 2005-27]
- a. Appeal where a hearing is requested \$850.00
 - b. Appeal where no hearing is requested \$200.00

2019 Borough Fee Schedule – cont’d

46.380.200 S. POTTSTOWN AREA RAPID TRANSIT - PART – [Res.2013-10], [Res 2014-18], [Res. 2016-22], [Res.2018-17]

	<u>One Way</u>
1. Base Fare – Adult	\$2.25
2. Students (Age 6 to 18 with student ID)	\$1.10
3. Children under “Fare Box Height”	two children ride FREE with full fare paying adult
4. Each Additional Child under “Fare Box Height” w/full paying adult	\$.25
5. Disabled/Medicare Card User (with valid Half-Fare Card)	\$1.10
6. Seniors – FREE (65 and over with Transit ID or Medicare Card)	----
7. Transfer	\$.75
8. Para-transit Fare	\$4.50
9. Multi-ride pass – full fare –bulk purchase for ten rides	\$22.50
10. Multi-ride pass – half fare –bulk purchase for ten rides	\$11.00
11. Multi-ride Transfer pass - bulk purchase for ten rides	\$7.50
12. Round Trip Full Fare	\$4.50
13. Round Trip Half Fare	\$2.20
14. Round Trip Transfer	\$1.50
15. Replacement Discount Cards	
a. Cards issued prior to 01-01-05 are allowed 1 replacement card at no charge	
1. SECOND replacement card	\$5.00
2. THIRD and any additional thereafter	\$25.00

01.361.710 T. PHOTOCOPYING CHARGES

(Also see Right to Know section, and Records) [Res. 2009-38]

1. Letter, Legal, and Ledger (11X17)	\$.25 each copy
2. Plan size 18” X 24”	\$1.50 each
3. Plan size 24” X 36”	\$2.00 each
4. Plan size 30” X 42”	\$3.50 each

U. POLICE AND SPECIAL POLICE SERVICES

01.362.112	1. Accident Report Photos [Res.2003-36]	
	a. for black and white photographs	\$5.00 each.
	b. for digital color photographs	\$10.00 each
01.362.103	2. Barricade Use [Res. 2005-17]; [2013-26]; [2013-26]	
	a. Small Wooden Barricade	\$1.50 per day no resolution
	b. Large Wooden Barricade	\$2.50 per day no resolution
	c. Metal Barricade	\$4.00 per day no resolution
	d. Lighted Barricade	\$10.00 per day no resolution
01.362.103	3. Bicycles (13, §302)	
	a. Registration and Tagging	\$1.00
	b. Duplicate Registration Card	\$.50
01.363.221	4. Blocking of Parking Spaces [Res. 2005-17]; [2013-26]	
	A. with Trash Dumpster or any waste container	
	1. up to 10-yard dumpster	\$4.00 per day - no Res.
	2. 11 to 15-yard dumpster	\$5.50 per day – no Res.
	3. 16 to 20-yard dumpster	\$8.00 per day – no Res.
	4. 21 to 30-yard dumpster	\$12.00 per day – no Res.
	5. 31 to 40-yard dumpster	\$20.00 per day – no Res.
	B. with Storage Pods/Storage Trailers/Storage Containers	
	1. 5 to 12 feet	\$4.00 per day – no Res.
	2. 13 to 20 feet	\$8.00 per day – no Res.
	3. 21 to 30 feet	\$15.00 per day – no Res.
	4. 31 feet and over	\$25.00 per day – no Res.
01.362.103	5. Escort Services (1, §317)	\$45.00 per hour
01.362.150	6. False 911 Calls [Res. 2005-17]	\$20.00 per occurrence
	7. False Alarm - see “Security Alarms”	
01.362.103	8. Fingerprinting - Employment Related [Res. 20030-36]	\$25.00
01.362.103	9. Fire Police [Res. 2005-17] (If Borough covers workers’ compensation)	\$10.00/hour per officer
01.362.103	10. Functions on school property needing security (4-hour minimum) (1, §321) [Res. 2005-17], [Res. 2016-22]	\$65.00 per hour
01.362.103	11. Intoxilyzer/BAC Datamaster Tests [Res. 2005-17]	\$50.00 per prisoner per occurrence

2019 Borough Fee Schedule – cont'd

01.362.102	12. Live Scan processing [<u>Res. 2005-17</u>]	\$100.00 per prisoner per Occurrence
01.362.103	13. Local Record Check [<u>Res. 2003-36</u>]	\$10.00
01.362.112	14. Motor Vehicle Accident Report	\$15.00
01.362.103	15. Outside Agency and arraignments handled by CPO [<u>Res. 2005-17</u> ; <u>Res. 2008-39</u>]	
	a. Arrestee processing fee only	\$50.00 per instance
	b. Arrestee Video arraignment fee	\$50.00 per instance
	c. Arrestee processing and video arraignment fee	\$100.00 per instance
	d. Arrestee incarceration/processing/video arraignment fee	\$175.00 per instance
01.362.101	16. Outside Agency Incarceration (cell holding) [<u>Res. 2003-36</u>]	\$100.00
01.362.103	17. Outside Agency Line-up Assist (CPIN/JNET) [<u>Res. 2009-38</u>]	\$35.00 initial lineup; \$25 ea. add'l.
01.362.103	18. Outside Agency Processing Assist by Civ. Staff (CPIN) [<u>Res. 2009-38</u>]	\$25.00 fee
01.362.103	19. Outside Agency Processing – Damages to CPIN [<u>Res. 2009-38</u>]	\$50.00 per hour to make Repairs
01.362.103	20. Outside Services (1, §321) [<u>Res. 2003-36</u>], [<u>Res. 2016-22</u>]	\$75.00 per hour
01.362.150	21. Police Service Costs (10, §202) [<u>Res. 2012-22</u>]	\$100.00 for each response
01.362.112	22. Police Reports [<u>Res. 2003-36</u>]	\$15.00
01.362.120	23. Security Alarm Permit – to do business [<u>Res. 2011-5</u>]	\$200.00 per alarm
01.362.120	24. Security Alarm Application Fee – [<u>Res. 2011-5</u>]	\$35.00 Residential per yr. \$70.00 Comm. Burglary per yr. \$100.00 Duress/Hold up per yr.
01.362.130	25. Security Alarm Manual Reset Fee – [<u>Res. 2011-5</u>]	\$100.00 per residential per year
01.362.130	26. Security Alarm Excessive Charges - Response Fee – [<u>Res. 2011-5</u>]	\$50 - 3 rd duress & 4 th & 5 th burglary \$100 4 th , 5 th duress; 6 th , 7 th burglary \$200 6 th , 7 th duress; \$300 8 th duress & burg plus suspend
01.362.130	27. Security Alarm Public Nuisance Penalty Fees– [<u>Res. 2011-5</u>]	\$200.00 B-1; \$600 B-2
01.362.150	28. Testing, Entry Level Police Officer [<u>Res. 2005-17</u>]	\$35.00

10.364.102 **V. PROPERTY MAINTENANCE** [Res. 2002-41] Clean & Lien Services

1. Hourly fee, per worker [Res. 2006-15; Res. 2008-39] [Res. 2010-10], [Res. 2015-1], [Res. 2015-10],
A \$50.00 minimum charge for overhead plus the hourly fee per worker equivalent to 135% of the employee cost with a minimum of one hour for in-house work.
 2. Independent Contractor: \$50.00 minimum charge for administrative costs; in addition to per hour rate charged by third party contractors, with a minimum of one hour for work performed by independent contractor
 3. Legal fees –Clean & Lien - for the collection of property maintenance charges, including but not limited to lawn mowing, wee- whacking, snow removal, and/or trash debris clean up [2013-26]
- \$135.00 per hour

Note: In addition, the fee for all work associated with removal of trash and refuse as contemplated by Chapter 20, §312(A) shall be the greater of the hourly rate per worker times the actual time incurred or 1 hour. [Res. 2006-15]

W. PROPERTY TRANSFER USE AND OCCUPANCY INSPECTION – see Section P - Permits

X. PUBLIC WORKS SERVICES [Res. 2007-39]; [Res. 2009-38]

01.395.100	1. Equipment Price List for Billable Work - Labor shall be billed at 135% for each employee, plus overtime if required.	
	a. Air Compressor	\$48.00 per hour
	b. Backhoe	\$72.00 per hour
	c. Bucket Truck	\$100.00 per hour
	d. Dump Truck	\$60.00 per hour
	e. Dump Truck (5 yd.)	\$72.00 per hour
	f. Gas Cut Saw	\$25.00 per hour
	g. Gas Cut Saw (on wheels)	\$60.00 per hour
	h. Loader	\$55.00 per hour
	i. Pick-up Truck	\$50.00 per hour
	j. Roller	\$50.00 per hour
	k. Tamper	\$25.00 per hour
	l. Trash Pump (3 inches)	\$24.00 per hour
	m. Trash Pump (small)	\$18.00 per hour
	n. TV rig	\$210.00 per hour
	o. Sewer Jet Truck	\$195.00 per hour
	p. Snow Blower	\$25.00 per hour
	q. Snowplow Dump Truck	\$75.00 per hour
	r. Snowplow Pickup	\$60.00 per hour

Y. RECORDS, PUBLIC [Res. 2007-39; Res. 2008-30]

2019 Borough Fee Schedule – cont'd

01.361.710 1. Duplication of requested records- see also Photocopies \$0.25 per page

All other fees and costs associated with the Open Records access policy are contained specifically in that policy [[Res.2008-40](#)].

01.362.452 **Z. RENTALS: RENTAL LICENSE OCCUPANCY INSPECTION** [[Res. 2007-1](#)]; [[Res. 2009-38](#)]; [[Res.2013-10](#)]; [[Res.2015-10](#)]

NOT A PROPERTY TRANSFER

- 1. Industrial/Commercial/Non Residential/Institutional Rental License \$115.00 per 2,500 square feet or fraction thereof per unit; Maximum \$3,000.00
- 2. Residential Rental Registration fee – one-time \$115.00
- 3. a. Residential Rental License Application fee - application w fee \$10.00 biennially
- b. Residential Rental Inspection Fee
 - 1. Single Family/Duplex \$135.00 per unit
 - 2. Apartment Bldg. with at least 3 but no more than 6 units \$90.00 per unit
 - 3. Apartment Bldg. with 7 or more apartments \$40.00 per unit
- 4. Re-inspection Commercial or Residential Rental for third and subsequent on-site appointment \$40.00 each time, per property
- 5. Failure to appear for scheduled inspection \$100.00 each time per property
- 6. Reinstatement of Residential Rental License \$230.00 per property
- 7. REPRINT of Rental License \$20.00 per unit/license

01.362.452 **AA. RENTAL: SHORT-TERM UNITS – ANNUAL** [[Res. 2007-1](#)]; [[Res. 2009-38](#)], [[Res. 2014-18](#)], [[Res.2015-10](#)], [[Res. 2016-22](#)]

- 1. Rooming houses, hotels, motels, bed and breakfasts \$30.00 per unit/room
- 2. Re-inspection fee for 3rd and subsequent on-site appointments \$20.00 each time, per property
- 3. Failure to appear for scheduled inspection \$100.00 each time, per property

01.331.150 **BB. RETURNED CHECKS** [[Res. 8/12/1996](#)]; [[Res. 2008-39](#)], [[Res. 2014-18](#)]

- 1. Actual bank costs if any actual bank costs
- 2. Borough Finance Department processing \$30.00

08.364.120 **CC. SEWER BULK FEES** [also [See](#) Industrial Waste Rates (18, §302(2) (E))]; [[Res. 2009-38](#)] fees as of 01-01-16

- 1. Septage Discharge \$0.0261 per gallon
- 2. Holding Tank Wastewater \$0.0131
- 3. Other Wastewater Sources \$0.0131 minimum, but to be determined by Utilities Coordinator based on the characteristics
- 4. Leachate – low strength \$0.0131
- 5. Leachate – high strength \$0.0196
- 6. High TDS \$0.0589
- 7. Blood waste sludge rate
- 8. less than 3% solids \$0.0318
- 9. greater than 3% solids sludge rate
- 10. Sludge Discharge see fee schedule as part of Sewer Rates – at end

DD. SEWER SERVICE FEES [[Res. 2004-38](#)]; [[Res. 2010-10](#)]; [[Res. 2005-28](#)]; [[Res. 2005-28](#)]

- 08.389.100** 1. Certification for Sewer for property sales (per unit) \$20.00 each
- 08.364.101** 2. Sewer connection application fee \$40.00
- 3. Commercial/Industrial/Public By meter size
- 08.364.104** 4. Inspection fee for each connection \$250.00
- 5. Mixed Use (Residential/Commercial) 1 EDU per unit
- 6. Residential 1 EDU per unit
- 08.364.100** 7. Tapping fee for all new connections \$1,545.00

EE. SEWER F.O.G. (FATS, OILS, GREASE) [Ord. #2149, Res. 2016-13]

- 08.364.105** 1. Logs not maintained or manifests not provided
 - a. First Offense \$50.00
 - b. Second Offense \$100.00

2019 Borough Fee Schedule – cont'd

c. Third Offense	\$150.00
d. Fourth Offense	\$200.00
2. Manifests not provided proving external oil and grease interceptors not cleaned	
a. First Offense	\$150.00
b. Second Offense	\$300.00
c. Third Offense	\$450.00
d. Fourth Offense	\$600.00
3. Failure to allow access to FOG handling equipment in a timely manner	\$50.00
4. Failure to respond to correspondence in a timely manner by email, phone, or US mail	\$25.00
5. FOG Permits (3 years)	\$30.00
6. FOG Inspection Fee	\$30.00
7. FOG Sampling Fee	\$50.00

FF. SEWERS AND SEWAGE DISPOSAL [Res. 2002-41]

08.364.105	1. Industrial Pretreatment Investigations	
	a. Accidental Spill, Spills, Notice of violation, Admin-Order, other miscellaneous	\$30.00 per hour
08.364.140	2. MIPP - Industrial Pretreatment Sampling	
	a. Quarterly	\$50.00 per hour
	b. Resample/Violation	\$70.00 per hour
	c. Industrial Pretreatment Violation Appeals	\$100.00 plus costs
08.364.141	3. MIPP – Concentration Surcharge	<u>See Industrial Waste Rates (18, §303)</u>
08.364.105	4. Industrial User Permits	
	a. Class 1	\$30.00 per hour
	b. Class 2	\$40.00 per hour
08.364.105	5. Permit Applications for new Industrial User	\$250.00 plus costs
08.364.141	6. Removal of Pollutants	<u>See Industrial Waste Rates (18, §303)</u>
	7. Show Cause Hearing	\$100.00 plus costs

GG. SIGNS – see Permits – Zoning

HH. STORMWATER MANAGEMENT [Res. 2006-27], [2014-11]

01.362.410	1. Application Fee for all applications and plans submitted pursuant to Ordinance 1977	\$100.00
	2. Application resubmission Fee	\$75.00
	3. Post Construction Inspection Fee (to be paid upon the Operation and Maintenance Agreement – the equivalent of six hours at the current Public Works Department employee’s hourly rate)	calculated
Thru Escrow	4. Escrow Fee to cover all fees and expenses incurred by the Borough in the review and processing of such applications (to accompany all applications)	\$2,000.00

In the event that there are insufficient funds in the escrow account to pay for such fees and costs, no further review of the application and/or plan shall occur until the amount has been paid in full and the escrow amount is replenished.

II. STREETS AND SIDEWALKS

01.322.800	1. Sidewalk or curb work permit fee (21, §214) [Res. 2007-1] ; [Res. 2009-38]	\$60.00, plus 3% over \$2,000
01.322.810	2. Street Opening & Excavation Permit (21, §105) [Res. 2009-38]	\$40.00
01.322.810	3. Street Opening & Excavation Permit in an emergency situation [Res. 2009-38]	\$55.00
01.322.900	4. Street Closing –Parades, Assembly Functions [Res. 2005-17]	\$100.00
01.322.810	5. Degradation and Inspections Fees – see Tables 1 and 2 attached and incorporated	

JJ. SUBDIVISIONS / LAND DEVELOPMENTS

01.361.310	1. Application Fees (non-refundable)	
	A. Land Development [Res. 2006-15]	
	1. Residential	\$500 plus \$50 per dwelling unit
	2. Commercial/Industrial	\$500 plus \$100 per acre
01.361.310	B. Fee Waiver Application – request to waive land development Requirements; fee shall be submitted concurrently with the land development waiver requests. [Res.2000-31]	\$400.00 – must accompany
Thru Escrow	C. Review Fees (22, §401) – Escrow Prof Consulting Fees [Res. 2006-15]	

2019 Borough Fee Schedule – cont'd

- | | | |
|----|-----------------|---|
| 1. | Residential | \$2,500 for first unit and \$500.00 for each additional unit |
| 2. | Non-residential | \$5,000 for first 5,000 square feet of building area and \$1,000 for each additional 1,000 square feet of building area, to a maximum of \$10,000 |

D. Review Fees – Escrows -- procedure for maintaining all subdivision/land development [Res. 12/13/1000]

The Borough shall maintain a record of all costs including, but not limited to, engineering, legal and administration and advertising incurred for the processing of subdivision and land developments. Periodically, when the initial escrow deposited by the applicant has been reduced to 50% of its original amount, the Borough shall invoice the applicant for reimbursement and re-establishment of the escrow fee to its original amount. A condition for final approval of each subdivision and land development plan shall be an accounting of said costs expended by the Borough. Should the accounting establish costs in excess of the fees paid, the applicant, prior to final approval and prior to release of any subdivision or land development plan, shall pay to the Borough the difference between actual costs expended by the Borough in processing the application and the amount of any applicable fee or fees paid. In the event that there are insufficient funds in the applicant's escrow account for payment of a review fee bill, and an applicant has not disputed a review fee bill within the time period set forth in the Pennsylvania Municipalities Planning Code, no further review of the plan will occur until the bill has been paid and the escrow account is replenished. [Res. 2006-15]

E. Subdivision [Res. 2006-15]

- | | | |
|----|---|--------------------------|
| 1. | Residential | \$500 plus \$50 per lot |
| 2. | Commercial/Industrial | \$500 plus \$100 per lot |
| 3. | Revised submissions of any residential or commercial/industrial subdivision and land development plans. | \$25.00 each plan |

(Combining subdivision and land development under one application reduces the land development fee by 50 %.)

01.361.650 **KK. TAX COLLECTOR – POTTSTOWN TAX OFFICE** [Res. 2002-5]; [Res. 2010-1], [Res 2012-27] [Res. 2015-1],

- | | | |
|----|----------------------------|-------------------------------------|
| A. | Duplicate copy of tax bill | \$2.00 each |
| B. | Tax Certification | \$36.00 to be allocated as follows: |
| | Borough of Pottstown | \$12.00 |
| | Pottstown School Dist. | \$12.00 |
| | Montgomery County | \$12.00 [<u>Res. 2017-22</u>] |

(see Res. #2013-9 for adopted ACT 32 Local Enabling Tax collection fees by TTC Berkheimer.)

- | | | |
|----|--|-------------------------|
| C. | User Fee for tax payments made with credit cards | 2 % of total amount due |
|----|--|-------------------------|

01.321.660 **LL. TOWING CHARGES** [Res. 2004-4]

- | | | |
|----|---|---|
| A. | Towing as First Class | \$300.00 per year; plus \$50.00 per tow truck or towing vehicle |
| B. | Towing as Second Class | \$50.00 per year |
| C. | Associated fees: [<u>Res. 1999B</u>], [<u>Res. 2013-26</u>] | |
| | 1. Max Tow Fee Class 1 Tower – vehicles towed under these Provisions per TOW | \$150.00 |
| | 2. Max Storage Fee, Class 1 Tower – under these provisions Per DAY | \$50.00 |
| | 3. Max Disposal Fee, Class 1 Tower – towed under these Provisions per TOW | \$25.00 |
| | 4. Max Charge for vehicles inoperable, abandoned, Impounded, Illegally Parked – per each | \$100.00 |
| D. | License Reinstatement Fees for Class II: [<u>Res.2004-4</u>] | |
| | 1. Class II tower whose license was suspended for any reason, shall pay a license reinstatement fee, after the appropriate suspension period has been served, and prior to being eligible to participate in future Class II towing license bidding processes. | \$25.00 |

NO Class II towing license that has been suspended or revoked as set forth in Chapter 15, Part 7, §704(8), will be reinstated until such time that all applicable fees are paid in full.

MM. TRASH SERVICE FEES -- [Res. 2004-38; Res. 2007-2; Res. 2007-39; Res. 2008-39]; [Res. 2009-38], [Res. 2015-1]

- | | | |
|-------------------|--|---------|
| 10.389.100 | 1. Certification for Trash for property sales (per unit) | \$20.00 |
|-------------------|--|---------|

2019 Borough Fee Schedule – cont'd

	<u>[Res. 2004-38]; [Res. 2009-38]; [Res. 2017-22]</u>	
10.364.010	2. Annual service charge (68.50 per qtr.) for the collection and disposal of garbage, rubbish, refuse, and recycling for each residential unit	\$274/year or \$68.50/qtr.
10.364.100	3. Recycling Tote <u>[Res. 2009-38]</u>	\$70.00
01.322.100	4. Bulk Waste Sticker <u>[Res. 2005-11]; [Res. 2009-38]</u> Sticker required to be picked up by hauler <u>Bulk Waste:</u> Large items of refuse, excluding white goods, furniture, or small items that require collection other than conventional, compact or refuse collection facilities or items that are too large to be placed in an approved trash can or trash container	\$15.00
	NO large auto parts, large branches or tree parts	
	<u>White Goods:</u> Including refrigerators, washing machines, dryers, window air conditioners, hot-water heater tanks, and other major home appliances	\$25.00
10.364.101	5. Leaf Collection Bags <u>[Res. 12/30/1998; Res. 2007-27]</u>	\$0.50 per bag
10.364.115	6. Trash/Recycle Violation Fees <u>[Res. 2010-10]</u> a. Use of Recycling bin as trash receptacle (per occasion) b. Removal of excess municipal waste (per service)	\$75.00 per violation \$75.00 per violation

NN. VACANT PROPERTY REGISTRATION –see Section P – Permits – Vacant Properties

OO. WATER SERVICE FEES - [Res. 2004-38]; [Res. 2009-38]; [Res. 2017-22]; [Res. 2005-28]; [Res. 2005-28]

06.389.100	1. Certification for Water for property sales (per unit)	\$20.00 each
06.389.100	2. Additional certification fee for Boro obtaining water meter read to prepare cert. for transfer	\$15.00
06.378.101	3. Water connection application fee	\$40.00
	4. Commercial/Industrial/Public	By meter size
06.378.101	5. Inspection fee for each connection	\$250.00
	6. Mixed Use (Residential/Commercial)	By meter size
	7. Residential	By meter size
06.378.100	8. Tapping fee for all new connections	\$1,764.00

PP. WATER CONSUMPTION RATES – [Res. 2009-38] see APPENDIX B – Authority Water Fee Schedule

01.361.340 QQ. ZONING (for permits i.e. signs – see Section P – Permits – Zoning)

	1. Conditional Use Application submitted concurrently with conditional use application <u>[Res. 12/13/999]; [Res. 2010-10]</u>	\$600.00
	2. Petitions, requests to rezone <u>[Res.8/12/1996]; [Res. 2010-10]</u>	\$600.00
	3. Zoning Hearing Application Fee	
	a. Application involving single-family residential dwellings <u>[Res.2004-38]; [Res. 2010-10]</u>	\$750.00
	b. All other zoning appeals, including by not limited to multi-family uses, commercial uses, or industrial uses <u>[Res.2004-38]; [Res. 2010-10]</u>	\$1,500.00

RR. THE END OF THE POTTSTOWN BOROUGH FEE SCHEDULE as per amended:

(Res. 7-10-1995; as amended by Res. 4/8/1996; by Res. 8/12/1996; by Res. 1/13/1997; by Res. 12/14/1998; by Res. 12/30/1998; by Res. 7/12/1998B; by Res. 8/9/1999D; by Res. 12/13/1999; by Res. 2000-9, 5/8/2000, §1; by Res. 2000-31, 10/11/2000, §1; by Res. 2002-5, 1/14/2002; by Res. 2002-16, 4/8/2002; by Res. 2002-32, 9/9/2002; by Res.2002-41, 11/13/2002; by Res. 2002-45, 12/9/2002; by Res. 2003-36, 12/29/2003; by Res. 2004-4, 3/8/2004; by Res. 2004-16, 6/14/2004; by Res. 2004-32, 10/12/2004; by Res. 2004-38, 12/29/2004; by Res. 2005-11, 3/14/2005; by Res. 2005-17, 5/9/2005; by Res. 2005-27, 8/8/2005; by Res. 2005-28, 9/12/2005; by Res. 2006-15, 6/12/2006; by Res. 2006-27, 10/10/2006; by Res. 2007-1, 1/8/2007; by Res. 2007-2, 2/12/2007; by Res. 2007-27, 8/13/; 2007; by Res. 2007-39, 12/26/2007; by Res. 2008-39, 12/29/2008; by Res. 2009-6, 2/9/2009; by Res. 2009-16, 5/11/2009; by Res. 2009-38, 12/29/09; by Res. 2010-1, 01/11/10; by Res. 2010 -10, 04-12-10; by Res. 2010-37, 12-13-10; by Res. 2011-5, 03/14/11; by Res. 2011-8 04/11/11; by Res. 2012-22 09/10/12; by Res. 2012-27 12/10/12; by Ord. #2096 09/10/12; by Res. 2013-9 03/11/13; by Res. 2013-10, 3/11/13; by Res. 2013-26 12-09-13; by Ord. 2120 01-13-14; by Ord.# 2124 06-09-14; by Res. 2014-11; by Res. 2014-18; by Res. 2015-1, Res. 2015-3, Ord. 2139 July 2015; by Res. 2015-10; by Res. 2015-19; by Res. 2016-22; by Ord. #2148 03-21-16; by Res. #2016-4; by Ord. #2149 and Res. 2016-13, 05-09-16; by Res. 2016-28 12-12-16; by Ord #2162, 02/21/17; by Res. #2017-22; by Res. 2018-17, 06-11-18; by Res. 2018-23 08-13-18; by Res. #2018-32, 12-10-18; by Ord. #2182 03-11-19; by Res. 2019-8, 03-11-19;

APPENDIX A – 2019 PARK AND RECREATION RENTAL RATES

The following fees associated with the Pottstown Parks and Recreation Department for property use, equipment rentals, Bark Park registration, etc.:

<u>Facility Rental</u>	Resident	Nonresident
Memorial Park Ball Field half-day per field 8 AM to 1 PM or 2 PM to park close (seasonal)	\$55	\$65
Memorial Park Ball Field full-day per field	\$125	\$150
Maple St. Park Ball Field half day per field	\$25	\$35
Maple St. Park Ball Field full day per field	\$50	\$60
**Terrace Lane Park Pavilion per day (30 persons or less)	\$75	\$95
**Memorial Park Pavilion Fri-Sun (per day)	\$150	\$175
Memorial Park Pavilion Mon-Thurs (per day)	\$75	\$85
Memorial Park Gazebo (per day)	\$75	\$85
Memorial Park Island Fri-Sun (per day)	\$200	\$250
Memorial Park Island Mon-Thurs (per day)	\$175	\$200
Riverfront Park Rotary Pavilion	\$75	\$100
Riverfront Park 5K Package (per day) *includes Rotary Pavilion w/ elec. & trail usage and the option to close Keystone Blvd parking lot	\$125	\$150
Riverfront Park SRT Picnic Pavilion Fri-Sun (per day)	\$150	\$175
Riverfront Park SRT Picnic Pavilion Mon-Thurs (per day)	\$75	\$100
Chestnut Street Park (per day)	\$50	\$65
Tennis/Basketball Court: (8hrs)	\$50	\$65
Parking Lot at Trilogy Park (limited availability)	\$50	\$75
Smith Family Plaza	\$25	\$35
General Park Rental (all other parks, per day, limited availability)	\$40	\$50

Definitions:

Resident: An individual or organization who resides in or keeps corporate offices within the Borough of Pottstown as defined by the Pottstown School District tax map.

Nonresident: Any individual or organization who does not reside in or keep corporate offices within the Borough of Pottstown as defined by the Pottstown School District tax map.

AM: Park operating hours prior to 12:00 PM the day of the scheduled rental,

PM: Park operating hours after 12:00 PM the day of the scheduled rental

Charges will be assessed the same for rentals billed “per day” regardless of the actual amount of time the facility is used or occupied.

** denotes electrical service included in price.

The rental rates identified above are specific to the use of the Pottstown Parks and Recreation facilities. They do not include additional services such as waste removal, portable toilets, and other staffed services. See *Pottstown Parks and Recreation Facility and Equipment Rental Agreement* for full terms and conditions.

Additional Fees & Service Charges and/or Permit Requirements may apply for special events. It is required that you contact the Parks and Recreation Department to discuss requirements for special events for which fees are to be charged or anticipated attendance is in excess of 250 persons.

Miscellaneous Rental and Service Fees:

Event fee for events with 200 or more attendees - \$200 per contract

Event fee for events with 500 or more attendees - \$500 per contract

Event fee for events charging admission and/or participation fees - \$50 per event

Reimbursement Rate - Parks Worker I / Parks Worker II: \$65 per hour (1-hour minimum)

Lost Key – Memorial Park Restrooms: \$100

Baseball Field Dragging and Lining: weekday, business hours (7:30 AM to 2:00 PM): \$75 per field
weekend, non-business hours: \$125 per field.

Baseball Field Drying: weekday, business hours (7:30 AM to 2:00 PM): \$50 per field
weekend, non-business hours: \$110 per field.

2019 Borough Fee Schedule – cont'd

Electrical Services: \$35 per location
Additional Commercial Electrical Services: \$10 per vendor

Delivery fee beyond Borough limits: \$50
Conditional Park Overnight Usage Fees: \$35 per unit, per contract (by special permission only)

Commercial Vendor Event Fee: \$75 per engagement.
Pertains to rentals where commercial sales are conducted on-site, and/or access to certain park areas are limited for the purpose of charging admission or participation fees.

Cancellation Fee Bus Trips: \$50 per ticket
Cancellation Fee Recreation Course and Park Rentals: \$25 per registration/contract

Late Fee for Summer Program Tuition nonpayment: \$20 per week

Bark Park Fees

Membership: \$15 annually per key for Borough Residents
Membership: \$20 annually per key for Non-Borough Residents
Returned Key Credit: \$5 (applicable with renewal only)
Lost Key: \$35
Hardware Replacement: \$150

Equipment Rentals – All Classes

* all prices include drop-off and pick-up within Pottstown Borough limits

Large Propane Grill – 24" x 60" w/ fuel: \$150 per day
Propane Grill- 17" x 24" w/ fuel: \$75 per day

Tables (6" rectangular): \$8.50 each per contract (5 table minimum)
Chairs: \$2.50 each per contract (15 chair minimum)

Commercial Canopies (10'x 10'): \$50 per contract w/ \$100 refundable cash deposit per unit
Dunk Tank: \$100 per contract (available at select locations only)
Med. Sound System 375 watt: \$100 per day
Portable PA System –\$50 per day
Lecture Stand: \$25
Sports Equipment: \$15 per package: *inquire at office for complete listing of available equipment

Newsletter On-Line Advertising Rates – All Classes

Quarter Page:	\$75
Half Page:	\$140
Full Page:	\$275

Memorial Park Annual Field Sponsorship Signs – See specifications on form

Annual sponsorship fee	\$125.00
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**POTTSTOWN BOROUGH AUTHORITY
SCHEDULE OF WATER RATES – 2019**

Water Quarterly Service Charge:

<u>Meter Size</u>	<u>Inside Borough</u>	<u>Outside Borough</u>
5/8"	\$43.00	\$45.00
3/4"	\$43.00	\$45.00
1"	\$83.00	\$85.00
1 1/2"	\$160.00	\$162.00
2"	\$237.00	\$240.00
3"	\$493.00	\$496.00
4"	\$722.00	\$724.00
6"	\$1,351.00	\$1,353.00
8"	\$2,097.00	\$2,099.00
10"	\$2,558.00	\$2,560.00

Usage Charge: All Usage (no zones) \$3.20 Per 100 CCF

Unmetered Rates:

	<u>Size of Line</u>	<u>Amount per Year</u>
Sprinkler:	5/8"	\$ 85.60
	3/4"	\$ 85.60
	1"	\$ 162.32
	1 1/2"	\$ 308.00
	2"	\$ 346.52
	3"	\$ 467.36
	4"	\$ 780.64
	6"	\$1,190.32
	8"	\$1,606.64

Bulk Water:

Bulk Water Fill Station at Old Reading Pike	
Debit Card Account	\$15.00
Replacement Debit Card	\$20.00
Additional Debit Card (same account)	\$20.00
Bulk water purchase/usage fee	\$4.08 per 1,000 gallons
Bulk water from hydrant	\$20.00 for permit
Bulk water fr hydrant purchase/usage fee	\$3.20 per 100 CCF

Certificate of Final Bill: \$20.00

Collection Actions: Customer shall be responsible for all charges permitted by law and all costs of collection whether collection is made by the Authority or an agent.

1. TERMINATION OF WATER SERVICE:

- a. Non-Payment of Sewer or Water Rent:**
Posting of Notice - \$10.00

2019 Borough Fee Schedule – cont'd

Shut off - \$50.00 --fee must be paid and property owner must sign waiver of non-responsibility **PRIOR** to turn on.

b. Temporary termination at Request of Customer: (i.e. absence from property;)

Shut off - \$25.00
 Turn on - \$25.00 -- fee must be paid and property owner must sign waiver of non-responsibility **PRIOR** to turn on.

Fire Hydrant: \$ 172.00 per year

Meter Testing for Disputed Account: A deposit of \$75.00 for 5/8” to 1” meters, \$125.00 for 1 ½” to 2” meters, \$200.00 for 3” meters, \$350.00 for 4” and larger will be required before the meter is tested, which sum will be returned if the meter is found to be registering more than 4% against the consumer, on a flow equal to 1/8 of the diameter of the service, otherwise, the deposit will be retained by the Authority to cover the cost of the test.

Meters – Deposit for Meter, Backflow, and Hydrant Wrench:

Removal of a meter at the customer’s request is subject to the following charge:

<u>Size of Meter</u>	<u>Charge</u>
5/8”	\$150.00
3/4”	\$250.00
2”	\$1,400.00

Water Main Extensions: Project Review Fee: Any Application to extend Authority water mains to service two (2) or more residential units or one (1) or more commercial or industrial units will be subject to preliminary project review by the Authority. The applicant shall subject, in addition to the usual Application to extend water main(s), plot plans and a project review fee. The fee schedule is as follows:

<u>Number of Units</u>	<u>Review Fee</u>
Up to 10 Units	\$1,550.00
In excess of 10 Units	\$5,100.00

The project review fee shall be applied toward legal, engineering and other expenses incurred by the Authority in connection with its review of the proposed plan. Any unused portion of the project review fee shall be refunded to an applicant.

Water Main Extension Agreements: Construction escrow, if applicable, based on estimated costs of construction with contingency, engineering inspection and legal fees.

Tapping Fees: \$1,764.00 per EDU

**BOROUGH OF POTTSTOWN
SCHEDULE OF SEWER RATES - 2019**

Metered Base Rate: \$76.25 PER EDU PER QUARTER

USAGE RATE: \$2.63 PER 100 CUBIC FEET

EDU Rate Basis:

Residential Customers	1 EDU/Unit
Mixed Use Customers (Residential/Commercial)	1 EDU/Unit
Commercial/Industrial and Public Customers	by Meter Size

EDU Rate Fees:

<u>METER SIZE:</u>	<u>EDUs</u>
5/8"	1
3/4"	2
1"	3
1-1/2"	6
2"	11
3"	23
4"	41
6"	64
8"	94

Domestic – Unmetered Base Rate: \$131.37 PER EDU PER QUARTER

Commercial- Unmetered Base Rate: \$183.93 PER EDU PER QUARTER

Certificate of Final Bill: \$20.00

BULK WASTEWATER / SEPTAGE FEE SCHEDULE: (Ord. #2170) –prices updated 04-01-18

- | | |
|--|----------------------|
| 1. Septage Discharge Fee -- | \$ 0.0275 per gallon |
| 2. Holding Tank Wastewater Discharge Fee -- | \$ 0.0138 per gallon |
| Other Wastewater Sources: To be determined
by the Utilities Coordinator based on the
characteristics of the wastewater sources, the
minimum charge shall be | \$ 0.0138 per gallon |
| 3. Leachate – Low Strength | \$0.0138 per gallon |
| 4. Leachate – High Strength | \$0.0206 per gallon |
| 5. High TDS | \$0.0619 per gallon |
| 6. Blood Waste | sludge rate |
| 7. A & M Composting | \$0.0206 per gallon |
| 8. John Middleton less than 3% solids | \$0.0334 per gallon |
| 9. John Middleton greater than 3% solids | sludge rate |
| 3. Sludge Discharge Fees: | |
| 0.00% to 3.00% total solids | \$ 0.0440 per gallon |
| 3.01% to 4.00% total solids | \$ 0.0588 per gallon |
| 4.01% to 5.00% total solids | \$ 0.0734 per gallon |
| 5.01% to 6.00% total solids | \$ 0.0881 per gallon |
| 6.01% to 7.00% total solids | \$ 0.1029 per gallon |
| 7.01% to 8.00% total solids | \$ 0.1175 per gallon |
| 8.01% to 9.00% total solids | \$ 0.1322 per gallon |
| 9.01% to 10.00% total solids | \$ 0.1469 per gallon |

SCHEDULE OF SEWER RATES – 2019 – Cont’d.

10.01% to 11.00% total solids	\$ 0.1615 per gallon
11.01% to 12.00% total solids	\$ 0.1763 per gallon
12.01% to 13.00% total solids	\$ 0.1910 per gallon
13.01% to 14.00% total solids	\$ 0.2056 per gallon
14.01% to 15.00% total solids	\$ 0.2203 per gallon
15.01% to 16.00% total solids	\$ 0.2350 per gallon
16.01% to 17.00% total solids	\$ 0.2496 per gallon
17.01% to 18.00% total solids	\$ 0.2643 per gallon
18.01% to 19.00% total solids	\$ 0.2792 per gallon
19.01% to 20.00% total solids	\$ 0.2938 per gallon
20.01% to 21.00% total solids	\$ 0.3085 per gallon
21.01% to 22.00% total solids	\$ 0.3232 per gallon
22.01% to 23.00% total solids	\$ 0.3378 per gallon
23.01% to 24.00% total solids	\$ 0.3525 per gallon
24.01% to 25.00% total solids	\$ 0.3673 per gallon
25.01% to 26.00% total solids	\$ 0.3819 per gallon
26.01% to 27.00% total solids	\$ 0.3966 per gallon
27.01% to 28.00% total solids	\$ 0.4113 per gallon
28.01% to 29.00% total solids	\$ 0.4261 per gallon
29.01% to 30.00% total solids	\$ 0.4407 per gallon

At discretion of the WWTP Utilities Coordinator, an additional surcharge can be imposed on the fees described in subsections one through three above if the WWTP Utilities Coordinator reasonably determines that due to unanticipated cost increases the rates set forth in this Section do not provide sufficient compensation for the sewer treatment that is being provided to the bulk wastewater providers.

Appendix C

2019 FEE IN LIEU OF POLICY

31.387.400

Fee in Lieu of Shade Trees/Open Space Trees/Street Trees/Parking Lot Trees

A project applicant, per the land development and subdivision process, may request the payment of a fee in lieu of trees and acceptance of this request shall be made at the discretion of Borough Council. In the event that a request is accepted, the following regulations shall apply:

- a) The fee in lieu of shall be based upon the number of trees as determined in Chapter 22, Sections 503 through 507 of the Code of Ordinances. The fee per tree shall be \$500.00

Once the Borough Council, or at the recommendation of the Planning Commission, determines the fee in lieu of trees, the following procedure is recommended:

Procedure:

The Borough of Pottstown shall collect fees in lieu of trees under Chapter 22, Sections 503 through 507 of the Code of Ordinances. These funds shall be deposited into a trust fund designated for landscaping, beautification and signage projects on public property in the Conservation and Gateway zoning districts and for tree care and maintenance for Borough approved projects.

- 1. The trust funds shall **NOT** be used for landscaping, beautification and signage projects on private property.
- 2. Trust funds shall be allocated for the following projects:
 - a. Planting of new trees and landscaping on Borough owned property
 - b. Beautification projects on Borough owned property
 - c. Signage on Borough owned property
- 3. Expenditures for projects shall be in accordance with the Borough's procurement and purchasing procedures.

Non-Designated Contribution

31.387.400 and 01.387.400

From time to time the Borough of Pottstown will receive non-designated contribution from a development project or settlement that can be used at the Borough's discretion. Over the years these types of funds have been used to plug budget gaps or cover non-budgeted items as needed. I recommend the following policy to be used when the Borough receives a non-designated contribution:

The Borough of Pottstown shall deposit non-designated contributions based upon the following procedure and formula:

- 1. Fifty percent (50%) of the funds shall be deposited into an Operating Reserve Fund
- 2. Fifty percent (50%) of the funds shall be deposited into a Capital Reserve Fund
- 3. Utilization of funds deposited shall be used at the discretion and approval of the Borough Council.

Approved this 14th day of December 2009.

Borough Council and Manager

**BOROUGH OF POTTSTOWN – PUBLIC WORKS
2019 -- DEGRADATION- TABLE 1**

TABLE 1 DEGRADATION FEE PAVEMENT STRUCTURE	Rate of Fee in dollars per square yard streets constructed, reconstructed or resurfaced within the following number of the years prior to two date of permit.			
	Rates associated with emergency situations or approved exceptions			
	Less Than 1 Year	1 to 2 Years	3 to 5 Years	Greater Than 5 Years
Concrete foundation (10 inches or less in depth) with any asphalt surface	10% \$24.00	8% \$19.00	6% \$14.00	5% \$12.00
Concrete foundation(greater than 10 inches in depth) with any asphalt surface	12% \$29.00	10% \$24.00	8% \$19.00	6% \$14.00
Concrete surface streets	7% \$17.00	6% \$14.00	5% \$12.00	4% \$10.00
Bituminous concrete surface with bituminous or stone base	10% \$24.00	8% \$19.00	6% \$14.00	4% \$10.00
Macadam, vitrified block, or granite block on stone foundation.	7% \$17.00	6% \$14.00	5% \$12.00	4% \$10.00

TABLE 1 - DEGRADATION FEE

Example:
Degradation fee for streets with bituminous
concrete surface and stone base; 3 years old; 80
square yards -

The number of square yards used in
the computation of fees will be based
on the nearest whole square yard
figure.
Minimum fee to be equal to the rate
for 1 square yard.

2019 INSPECTIONS FEES – Table 2

TOTAL SQUARE YARDS TO BE EXCAVATED	INSPECTION FEE (DOLLARS)	TOTAL SQUARE YARDS TO BE EXCAVATED	INSPECTION FEE (DOLLARS)
1	6.00	24-25	49.00
2	7.00	26-27	52.00
3	11.00	28-29	54.00
4	14.00	30-34	59.00
5	18.00	35-39	64.00
6	22.00	40-44	68.00
7	24.00	45-49	73.00
8	28.00	50-54	78.00
9	30.00	55-59	83.00
10-11	32.00	60-69	88.00
12-13	35.00	70-79	92.00
14-15	37.00	80-89	97.00
16-17	40.00	90-99	102.00
18-19	42.00	100	103.00
20-21	44.00	101	103.00 +
22-23	47.00	GREATER	(\$.90 Per Sq. Yd. over 100)

Notes:

- 1) The number of square yards of excavation shall be computed to the nearest whole square yard.
- 2) Minimum fee shall be equal to fee for 1 square yard.
- 3) Additional square yards, if required during construction, shall be added to the original square yard computation to obtain an adjusted total. Additional fee shall be based on the adjusted total.