

**BOROUGH OF WYOMISSING
BERKS COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2012-01

**A RESOLUTION OF THE BOROUGH OF WYOMISSING
REVISING AND UPDATING THE BOROUGH'S FEE SCHEDULE**

WHEREAS, the Borough of Wyomissing from time to time updates and revises its schedule of fees charged for certain services; and

WHEREAS, the Borough desires to update and revise it presently exists fee schedule.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Wyomissing, that the following schedule of fees is hereby established. Fees changed by act of this resolution are effective immediately.

SUBJECT _____ **FEES** _____

FEE SCHEDULE FOR REQUESTS FOR PUBLIC RECORDS

<u>Type of Fee</u>	<u>Fee</u>
Postage	Actual cost of mailing
Photocopies	\$0.25 per page
Facsimile/microfiche/other media	Actual Cost
Certification of a public record	\$5.00 per record
Specialized documents (blue prints, color copies, non-standard sized documents)	Actual Cost

NOTE: Prepayment will be required if the fees are expected to exceed \$100.00.

ADMINISTRATIVE FEES

Notarization of a document	\$5.00 per notarized document
COBRA:	2% of premium for administrative fee
Delinquent invoice –	
after 30 days	\$25.00
after 60 days	10% annually
after 90 days it will be turned over to a collection agent	
Overhead fee for damage billing	\$25.00
Returned Check/Insufficient funds bank fee	\$50.00

UCC BUILDING PERMIT FEES

[Res. 2012-01]

STATE MANDATED FEE

\$4.00 per building permit

**Plus: Administrative Fee due at time of application
refundable and does not count toward the cost of the permit**

\$25.00 per building permit

***-non-**

All residential buildings and commercial structures over 1,000 square feet and addition(s) to any principal building requiring a building permit

RESIDENTIAL BUILDING PERMIT FEES (UCC projects)

New one and two family dwelling unit, multiple family dwelling unit, or similar residential structure; fee shall be computed on a square foot basis as measured out-to-out of the structure, and shall include basements, bays, hallways, stairways, utility rooms, storage rooms, lobbies, attached garages, foyers, and attics that have a minimum of 6-foot headroom

\$100.00 plus \$0.32 per sq. ft. of floor area

Attached and detached structures and additions accessory to a residential dwellings, including unroofed decks and patios with a floor height of greater than 30” above finished grade

\$100.00 plus \$0.32 per sq. ft. of floor area
(min. bldg fee \$325.00)

Manufactured Housing Units (inspection of basements, piers, footers, and final inspection)

\$100.00 plus \$0.32 per sq. ft. of floor area

Alterations, renovations, or modifications of existing buildings or structures to include but not limited to: uncovered decks and patios with a floor height greater than 30” above finish grade.

\$100.00 plus \$0.32 per sq. ft. of floor area
(min. bldg fee \$210.00)

Miscellaneous Structures:

- Structure to include but not limited to:
- Communication towers or antennas
- Retaining walls (over 4’ in height)
- Alternative energy systems
 - Plan review/re-reviews
 - Inspections to include electrical, if needed

\$100.00 plus review and inspection fees

\$65.00 per hour

\$80.00 per inspection as determined by inspector

Re-review

\$65.00

Re-inspection fee

\$80.00

COMMERCIAL BUILDING PERMITS

1. Commercial, Industrial, and Institutional Buildings or Structures

a.	First \$1,000.00 of project cost	\$100.00
	Each additional \$1,000.00 or part thereof	\$7.80
2.	Additions, alterations, renovations, or modification of existing buildings or structures	
a.	First \$1,000.00 of project cost	\$100.00
	Each additional \$1,000.00 or part thereof	\$7.80
b.	Minimum Building Permit Fee	\$365.00
c.	Accessibility Inspection	\$200.00
3.	Miscellaneous Structures to include, but not limited to towers, storage tanks, cell tower, retaining walls (over 4' in height), commercial signs, and ADA complaint ramps.	\$150.00 plus review and inspec. fees
a.	Plan review	\$ 65.00/hr.
b.	Inspection fee	\$ 80.00 per inspec. as determined by inspector

ELECTRICAL PERMIT FEES

1. Residential Inspections:

a.	Service inspection	\$80.00
b.	Rough wiring inspection	\$80.00
c.	Final inspection	\$80.00
d.	Plan review	\$65.00/hr.
e.	Re-inspection fee	\$80.00

2. Commercial Inspections:

a.	Plan review and revisions	\$65.00/hr.
b.	First \$1,000.00 of project cost	\$100.00
c.	Each additional \$1,000.00 or part thereof	\$7.80
d.	Minimum building permit fee	\$250.00
e.	Re-inspection fee	\$80.00

PLUMBING, MECHANICAL, AND HVAC PERMITS FEES

1. Residential Permit

- | | | |
|----|--|---------------------|
| a. | Any plumbing, mechanical, and/or HVAC work not associated with a building permit and not exempted by the Uniform Construction Code, Section 403.62, Permit Requirements and Exemptions shall require a permit. | \$80.00 per inspec. |
| b. | Plan review | \$65.00/hr. |
| c. | Re-inspection fee | \$80.00 |

2. Commercial Permit

- | | | |
|----|---|-------------|
| a. | Any plumbing, mechanical and/or HVAC work not associated with a building permit and not exempted by the Uniform Construction Code Section 403.62 Permit Requirements and Exemptions shall require a permit. | |
| b. | First \$1,000.00 of project cost | \$100.00 |
| c. | Each additional \$1,000.00 or part thereof | \$7.80 |
| d. | Plan Review | \$65.00/hr. |
| e. | Minimum building permit fee | \$250.00 |
| f. | Re-inspection fee | \$80.00 |

MISCELLANEOUS PERMIT FEES

1. Demolition Permit:

- | | | |
|----|---|----------|
| a. | Residential and detached accessory structure | \$50.00 |
| b. | Commercial, Industrial, Institutional and detached accessory structures | \$100.00 |

2. Swimming pools and spas:

- | | | |
|----|--|----------|
| a. | Above ground (pools capable of holding 24 inches or more of water)
Includes (1) electrical inspection | \$175.00 |
| b. | In-ground
Includes (2) electrical inspections | \$350.00 |

- | | | |
|----|---|----------------------|
| 3. | Building Permit Renewal Fee | \$ 60.00 |
| 4. | Rain Leader Piping | \$ 75.00 |
| 5. | On-Lot Detention or Infiltration Systems
(re-inspection fee) | \$250.00
\$ 75.00 |
| 6. | Building permit review and issuance | \$25.00 |

PERMIT CONDITIONS

When scheduling inspections, the contractor must ensure he has completed all items necessary for the inspection. Should the Building Inspector/Zoning Officer be required to make additional inspections, a fee of \$80.00 will be due to defray the cost of the inspection. The entire fee must be paid prior to the inspection.

NON-REFUNDABLE DEPOSIT

The following non-refundable fees shall be assessed to the respective class of permits:

- | | |
|----------------------------------|----------|
| Section A - Residential | \$100.00 |
| Section B - Commercial | \$100.00 |
| Section C - Electrical | \$100.00 |
| Section D - Plumbing, Mechanical | \$100.00 |
| Section D – Miscellaneous | \$50.00 |

Applicant must pay a non-refundable deposit to the Borough at the time of permit application. This deposit shall be applied to the total cost of the permit at the time of permit issuance. Failure to pick up a permit within 180 days from the date of issuance shall result in the applicant's forfeit of the deposit.

MISCELLANEOUS CONSTRUCTION/ZONING PERMIT FEES (Non-UCC projects)

- | | |
|---------------------------------------|---------|
| First \$1,000 of project cost | \$25.00 |
| Each additional 1,000 or part thereof | \$7.50 |
| Re-inspection fee | \$50.00 |
| Dumpster permit fee | \$20.00 |

Rate Schedule for Rental Inspection Program

<u>Number of Units</u>	<u>Fee</u>	<u>Inspection Frequency</u>
1-5	\$40 for 1 st unit; \$20/unit for units 2-5	Every 2 years
6-20	\$40/unit	Every 2 years
21-100	\$20/unit	Every 2 years
101+	\$20/unit for the first 100 \$10/unit for each unit over 100	Every 2 years

BUSINESS PRIVILEGE LICENSE (Ch. 24, §103)

- | | |
|-----------------------------|---------|
| New license application fee | \$40.00 |
| Annual license renewal fee | \$20.00 |
| Late payment penalty | \$10.00 |

CHARGES FOR COPIES OF THE FOLLOWING:

Zoning ordinance and map	\$45.00
Zoning ordinance only	\$25.00
Map only	\$20.00
Land development and subdivision ordinance	\$25.00

FIRE FALSE ALARM BILLING (per false alarm starting with third false alarm)

Nonresidential (second false alarm)	\$50.00
Nonresidential (third and subsequent alarms)	\$100.00
Nonresidential (third and subsequent alarms)	\$200.00 [Res. 01-07]
Fire alarm nuisance fee	\$800.00 [Res. 04-04]

FIRE DEPARTMENT FIRE REPORTS \$25.00

HEALTH LICENSE FEES

Temporary Food Vending Permit	\$20.00
Itinerant Food Vending Permit	\$20.00

PEDDLING/SOLICITING LICENSE FEE \$60.00 [Res. 2009-11]

POLICE DEPARTMENT FEES

Police accident reports and all other police reports	\$15.00
Residential False alarm billing (per false alarm starting with third false alarm)	\$ 50.00
Nonresidential (second alarm)	\$ 50.00
Nonresidential (third and subsequent alarm)	\$100.00 [Res. 01-07]

Contracted Police Services (per hour for 3 hour min.) \$65.00
This includes fee for Police Officer requested for civil proceedings [Res. 2012-01]

Contracted Police Services for non-profit groups (per hour for 3 hour minimum) \$60.00 [Res. 2012-01]

RECREATION FEES

Tennis:

-- I.D. fees:	Family Membership:	\$10.00
	Single Membership	\$ 5.00
--	Group tennis lessons	\$40.00 registration fee

Playground Registration Fees:

--	Playground -per child	\$75.00 [Res. 2012-01]
	Tot Lot- per child	\$65.00 [Res. 2012-01]

(Registration fees are for supervised Tot Lot and Playground programs)

Happy Hollow & Wyomissing Hills Pavilion Rental Fee: \$100.00 **non-refundable rental fee** due at signing of agreement plus a \$20.00 cash key deposit (Non-profit youth groups may have fee waived) [Res. 2012-01]

Stone House Rental Fee: \$100.00 **non-refundable rental fee** due at signing of agreement plus a \$20.00 cash key deposit (Non-profit youth groups may have fee waived) [Res. 2012-01]

Adult Exercise Class: \$25.00 per month

Pool:

-- Pool Pavilion use: \$ 30.00 for 3 hours

***Pool Memberships: Please note that anyone 22 years or older must purchase an individual membership.**

- Family season membership \$245.00 for up to 2 adults & 2 children
- Extra Child with family membership above \$25.00 ea. additional child over the age of 24 months
- Individual season membership \$110.00
- 60 Plus Club \$ 60.00
- Guest fees \$ 7.00
- Daily resident fee \$ 5.00
- Swimnastic Classes:
 - registration fee \$60.00 for pool members
 - resident non-pool members \$60.00 registration fee
- Group swimming lessons (member) \$30.00 registration fee
- Group swimming lessons (nonmember) \$40.00 registration fee
- Baby-sitting membership \$110.00
(This is a membership for the baby-sitter who accompanies working members' children to the pool. The family must purchase a full membership in order to qualify. This has been used in the past on a limited basis for families who have sitters who live outside the Borough.)

REFUSE/RECYCLING FEE \$250.00 per year for each dwelling unit, small business or commercial establishment [Res. 06-20]

RECYCLING ONLY FEE \$56.00 per year for each small business or commercial establishment [Res. 05-15]

SEWAGE PERMIT FEES

Fees associated with the permitting of new on-lot sewage disposal systems and/or repairs to existing on-lot sewage disposal systems will be based on the hourly rates and expenses charged to the Borough by the Borough's Sewage Enforcement Officer and/or consultant. The permit application fees will not exceed the costs charged to the Borough.

SIDEWALK, CURB, HANDICAPPED RAMP AND DRIVEWAY CONSTRUCTION PERMIT FEE (Ch. 21, §204) \$10.00

STREET CUT PERMIT FEES:

10 sq. yards or less \$50.00
Greater than 10 square yards \$100.00
Cut in Street which was resurfaced in last five years \$500.00

SUBDIVISION AND LAND DEVELOPMENT FEES

-- Residential Subdivision/Land Development
-- 1 - 5 lots or dwelling units \$500.00
-- 6 - 100 lots or dwelling units \$750.00
-- Over 100 lots or dwelling units \$1,000.00
-- Commercial or Industrial Subdivision/Land Development
-- Less than 2 acres \$500.00
-- 2 acres to 20 acres \$750.00
-- Over 20 acres \$1,000.00
-- Revision to a Plan of Record \$200.00
-- Sketch Plan for Record \$200.00

In the event of any conflict between the number of lots or dwelling units, the greater figure shall be utilized. In addition to the fee schedule above, all engineering costs and/or legal costs associated with reviewing the subdivision or land development plan shall be paid by the subdivider/developer to the Borough. The subdivider/developer shall also pay the Borough for all costs for inspection of utilities and/or improvements for the subdivision or land development.

Any person, partnership, corporation or other entity initiating any such action shall pay the applicable fee(s) to the Borough of Wyomissing at the time such action is initiated.

Fee for each dwelling unit in lieu of reserving open space areas for recreation in accordance with Subdivision and Land Development [Chapter 22, §509(1)(B)] \$500.00

WATER (Ch. 26, §105)

-- Water shut off charge
 during business hours \$50.00
 during non-business hours \$100.00
-- Water turn on charge
 during business hours \$50.00
 during non-business hours \$100.00
-- Meter reading charge/certification \$20.00
-- New or renewal of residential water service connection from street to curb if done by Borough personnel \$1,000.00/per service [Res. 01-04]
-- 5/8" deduct sewer meter \$ 275.00 or current cost [Res.2012-01]
-- Larger deduct meters based on cost [Res. 2012-01]

ZONING FEES

--	Appeal of Zoning Officer decision which requires the applicant to obtain a special exception or variance	\$1,000.00 [Res. 08-01]
--	Challenge to validity of zoning ordinance or zoning map	\$1,000.00
--	Request for variance	\$1,000.00 [Res. 08-01]
--	Request for special exception	\$1,000.00 [Res. 08-01]
--	Request for zoning change or amendment	\$1,000.00
--	Request for curative amendment	\$1,000.00
--	Other appeal requests	\$500.00
--	Zoning certificate of use and occupancy	100.00
--	Temporary Sign/Facility Permit	\$15.00

Any person, partnership, corporation or other entity initiating any such action shall pay the applicable fee(s) to the Borough of Wyomissing at the time such action is initiated.

Schuylkill River Stormwater Management Fees [Res. 2008-14]

Projects not subject to Ordinance	\$ 0.00
Filing Fee	\$ 50.00
Review of Documentation In Support of Exemption	\$250.00
Review of Stormwater Management Report and Drainage Plan	\$500.00
Inspection of Rain Leader Piping	\$ 75.00
Inspection of On-lot Detention or Infiltration System	\$250.00
Re-inspections	\$ 75.00

Plan Review Fees

All fees in excess of the applicable filing fee, incurred for the review of plans and reports thereon by the Borough’s Engineer or other professional consultant will be billed in accordance with the ordinary and customary charges of the Borough’s Engineer and other professional consultant to the Borough. The applicant shall, prior to the Borough’s approval of the Stormwater Management Report and Plans, reimburse to the Borough the amount expended by the Borough in reviewing the Report and Plans which exceeded the amount of the filing fee. Any unused portion of the total fee charged to any applicant will be returned to the applicant. This refund will be made only after plan approval by the Borough. No development or subdivision shall be approved unless all fees have been paid in full.

Stormwater Management Reports and Drainage Plans included with submission under the Wyomissing Borough Subdivision and Land Development Ordinance

The Filing and Review Fees for Reports and Plans prepared to demonstrate compliance with the Ordinance is included in the Plan Review Fee established by resolution from time to time for submissions made under the Wyomissing Subdivision and Land Development Ordinance, Chapter 22, § 804. Accordingly, where submissions are made under the Wyomissing Subdivision and Land Development Ordinance, no separate fees will be due under this Resolution.

Construction Observations

Where an Improvements Agreement is required, the fee associated with Construction Observations will be made part of the Improvements Agreement established for the construction project.

Development Related Approvals Pursuant to Act 46 of 2010: [Res. 2010-15]

- 1. Extension of an approval extended by Act 46: the lesser of twenty-five percent (25%) of the original application fee or \$5,000
- 2. Written verification of the existence or expiration date of a residential approval: \$100
- 3. Written verification of the existence or expiration date of a commercial approval: \$500

FIRE SAFETY INSPECTION & OPERATIONAL PERMIT FEES: [Res. 2012-01]

1. Non-Residential

0 to 3,499 square feet	\$100.00
3,500 to 7,999 square ft.	\$150.0
8,000 to 12,499 square ft.	\$200.00
12,500 to 24,499 square ft.	\$250.00
25,000 to 49,999 square ft.	\$300.00
50,000 to 99,999 square ft.	\$400.00
100,000 to 399,999 square ft.	\$1000.00
400,000 to 499,999 square ft.	\$1500.00
500,000 or more square feet	\$2,000.00

2. Hotel/Motel

With “assembly”	\$250 plus \$5.00 per guest room
Without “assembly”	\$150 plus \$5.00 per guest room

3. Educational

Less than 30,000 square feet	\$300.00
Greater than 30,000 square feet	\$600.00

4. Institutional

\$300 base plus \$5.00 per unit

Re-Inspections

\$50/hour

Operational & Construction Permit Fees

The fire code official is authorized to issue operational permits for the operations set forth in the sections referenced below. The fire code official is to determine whether a specific operation in question is a significant hazard that requires a permit.

International Fire Code (2009 edition)	Fee
105.6.1 Aerosol Products in excess of 500 pounds	\$75.00 per year
105.6.2 Amusement Buildings	\$75.00 per year
105.6.3 Aviation Facilities	\$100.00 per year
105.6.4 Carnivals and Fairs	\$75.00 per year
105.6.5 Cellulose Nitrate Film	\$75.00 per year
105.6.6 Combustible Duct-Producing Operation	\$100.00 per year
105.6.7 Combustible Fibers in excess of 100 Cubic Feet	\$75.00 per year
105.6.8 Compressed Gases	\$75.00 per year
105.6.9 Covered Mall Buildings	\$300.00 per year
105.6.10 Cryogenic Fluids	\$75.00 per year
105.6.11 Cutting and Welding	\$75.00 per year
105.6.12 Dry Cleaning Plants	\$75.00 per year
105.6.13 Exhibits and Trade Shows	\$75.00 per year
105.6.14 Explosives	\$150.00 per year
105.6.15 Fire Hydrants or Valves	\$75.00 per year
105.6.16 Flammable and Combustible Liquids	\$75.00 per year
Underground Tanks-Install/Remove	
Residential	
Less than 275 gallons	\$75.00 per year

In excess of 275 Gallons	\$75.00 per year
Non Residential	
Greater than 275 Gallons and less than 500 Gallons	\$100.00 per year
Greater than 501 Gallons and less than 10,000 Gallons	\$150.00 per year
In Excess of 10,000+ Gallons	\$200.00 per year
105.6.17 Floor Finishing	\$75.00 per year
105.6.18 Fruit and Crop Ripening	\$75.00 per year
105.6.19 Fumigation and Thermal Insecticidal Fogging	\$75.00 per year
105.6.20 Hazardous Materials	
Combustible Liquids	\$75.00 per year
Corrosive Materials	\$75.00 per year
Explosive Materials	\$100.00 per year
Flammable Materials	\$75.00 per year
Highly Toxic Materials	\$100.00 per year
Oxidizing Materials	\$75.00 per year
Organic Peroxides	\$100.00 per year
Pyrophoric Materials	\$100.00 per year
Toxic Materials	\$75.00 per year
Unstable (Reactive) Materials	\$100.00 per year
Water Reactive Materials	\$100.00 per year
105.6.21 HPM Facilities	\$75.00 per year
105.6.22 High Piled Storage in excess of 500 square feet	\$75.00 per year
105.6.23 Hot Work Operations	\$75.00 per year
105.6.24 Industrial Ovens	\$75.00 per year
105.6.25 Lumber Yards and Wood Working Plants	\$75.00 per year
105.6.26 Liquid Gas Fueled Vehicles/Equipment	\$75.00 per year
105.6.27 LPG Gas	\$75.00 per year
Above/Ground-Install/Remove	
Less than 2000 Gallons	\$50.00 per year
In Excess of 2000 Gallons	\$100.00 per year

105.6.28 Magnesium greater than 10 pounds	\$75.00 per year
105.6.29 Combustible Storage in excess of 2500 Cubic Feet	\$75.00 per year
105.6.30 Open Burning	\$75.00 per year
105.6.31 Open Flame and Torches	\$75.00 per year
105.6.32 Candles/Open Flames (Assembly Occupancy)	\$75.00 per year
105.6.33 Organic Coatings greater than One (1) Gallon	\$75.00 per year
105.6.34 Place of Assembly	\$75.00 per year
105.6.35 Private Fire Hydrants each Hydrant	\$75.00 per year
105.6.36 Pyrotechnic Special Effects Material	\$75.00 per year
105.6.37 Pyroxylin Plastics	\$75.00 per year
105.6.38 Refrigeration Equipment	\$75.00 per year
105.6.39 Repair Garages/Motor Fuel Dispensing Facilities	\$75.00 per year
105.6.40 Roof Top Heliports	\$100.00 per year
105.6.41 Spraying/Dipping	\$75.00 per year
105.6.42 Storage of Scrap Tires	\$75.00 per year
105.6.43 Temporary Membrane Structures (Tents and Canopies)	\$75.00 per year
105.6.44 Tire Rebuilding Plants	\$75.00 per year
105.6.45 Waste Handling	\$75.00 per year
105.6.46 Wood Products in excess of 200 Cubic Feet	\$75.00 per year
105.7.14 Temporary Tents and Canopies	\$75.00 per event

(Res. 5/13/1997; as amended by Res. 3/9/1999 by Res. 99-7, 4/13/1999; by Res. 99-16, 12/13/1999; by Res. 00-10, 12/12/2000; by Res. 01-04, 5/8/2001; by Res. 01-07, 6/12/2001; by Res. 01-11, 8/14/2001; by Res. 01-12, 8/14/2002; by Res. 03-01, 1/14/03; by Res. 04-06, 6/8/04; by Res. 06-06; by Res. 07-07, 2/13/07, Resolution 2008-01, 1/8/08, Res. 2008-14, 11/11/2008, Res. 2008-15, 1/13/09, Res. 2009-11, 8/29/09, Res. 2010-01, 1/12/10, Res.2010-15, 11/9/2010, Res. 2010-20, 12/14/2010, Res. 2011-3/8/2011, Res. 2012-01, 02/14/2012).

FURTHER RESOLVED, that if any provision, sentence, clause, section, or part of this Resolution shall for any reason be found to be unconstitutional, illegal or invalid, such determination shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts of this Resolution, and it is hereby declared to be the intent of the Borough Council of the Borough of Wyomissing that this Resolution would have been adopted had such unconstitutional, illegal or invalid provision, sentence, clause, section or part not been included herein.

FURTHER RESOLVED, that all Resolutions or parts of Resolutions inconsistent with this Resolution are hereby superseded.

FURTHER RESOLVED, that this Resolution shall become effective immediately or as soon as legally permissible.

IN WITNESS WHEREOF, the Borough Council of the Borough of Wyomissing has adopted this Resolution in lawful session this ____ day of _____ 2012.

ATTEST:

BOROUGH COUNCIL
BOROUGH OF WYOMISSING
BERKS COUNTY, PENNSYLVANIA

Martha L. Hozey
Borough Secretary

Frederick C. Levering
President of Borough Council

Robert J. Shuttlesworth, Mayor

CERTIFICATE

I hereby certify that the foregoing is a true and accurate copy of a Resolution of the Council of the Borough of Wyomissing, Berks County, Pennsylvania, which was fully adopted at a public meeting held pursuant to notice as required by law on the _____ day of _____, 2012.

Martha L. Hozey
Secretary of Wyomissing Borough

Dated: _____, 2012