

**ZONING & BUILDING PERMIT AND
SUBDIVISION & LAND DEVELOPMENT PLAN
MASTER FEE SCHEDULE PER RESOLUTION No. 2008-2**

SECTION 101. Zoning & Building Permit and Subdivision & Land Development Plan Master Fee Schedule.

1. Uniform Construction Code (UCC) Building Permit Fees.
2. Zoning Permits and Certificates of Use and Occupancy Fees.
3. Subdivision and Land Development Fees.

SECTION 102. Purpose of Resolution

The purpose of this Master Fee Schedule is to set forth, in one document, the Fees for all land use related activities (i.e., zoning & building permits application fees, inspection fees, subdivision & land development plan submittal fees, review fees, etc.) that are governed and/or regulated by the Borough of Sinking Spring. Borough Council may, from time to time, amend this Master Fee Schedule via resolution.

SECTION 103. Zoning Permits and Fees

All property owners, residents, landlords, lessees and/or the agents of any of them, shall be required to obtain a Zoning Permit prior to commencing any type of work [i.e. construction, renovation, remodeling, demolition of any type of structure, creation of any type of land use (i.e. Home Occupations, new business, etc.) and any changes in land uses (i.e. residential use changes to commercial use)] on their property. The purpose of requiring a Zoning Permit is to ensure compliance with the Zoning Ordinance of the Borough **and** with any other requirements deemed to be necessary and applicable by the Borough. The Fees for Residential and Commercial Zoning Permits can be found at Section 104 Part C (8) and Section 104 Part D (9) of this Resolution.

SECTION 104. Building Permit Fees

Part A. Building Permit Fee calculation [shall include all requirements for foundation, framing, masonry, wallboard, final, etc.]

1. Building Permit Fee:
 - A. Submittal Fee plus Square Foot Basis Review and Permit Fee:
 1. The **Submittal Fee** for any, and all, activities which are subject to the Uniform Construction Code (UCC) shall be **remitted with the permit application**. This is a submittal fee and is **NON-REFUNDABLE**.
 - B. The square footage shall be calculated by the Borough based on the out-to-out dimension of the building or structure and shall include all areas, whether finished or unfinished, that have a minimum headroom of 7'-6" or are finished as habitable space including, but not limited to, basements, bays, hallways, stairways, utility rooms, storage rooms, lobbies, attached garages, detached garages, foyers, attics, etc. The **square footage Fee** must be **remitted before the permit can be released by the Borough**.

2. Certificate of Use and Occupancy Fee:

The **Fee for a Certificate of Use and Occupancy** is in addition to the Building Permit Fee and **payment is required at the time the Building Permit is issued**. See SECTION 105 for a listing of activities which require a Certificate of Use and Occupancy.

3. Multiple Permits Policy:

When a single project consists of multiple buildings or structures, accessory building or structures, and/or signs, separate applications and permits shall be required for each permittable building, structure or sign.

Part B. Systems Permits (includes Plumbing, Electrical, Mechanical, and Energy)

1. Systems permits will be required for each separate component and fees shall be based upon Part "E" of this schedule.
2. Individual Systems Permits shall be required when, in the sole opinion of the Building Code Official, such permits are necessary; furthermore, each system shall be required to have its own permit.

Part C. Residential (non-Commercial) Zoning, Building & Energy Permit Fees:

*Any subsequent inspections (required due to deficiencies in the structure, etc.) shall be billed to the permittee at \$50/an hour for each additional inspection.

1. New Construction:

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| a. New Residential Buildings/Structures and additions | \$154 Submission Fee and \$0.30 per sq. foot of floor area Building Permit Fee |
| b. New Accessory Residential Buildings/Structures (i.e. attached/detached garages, sheds, roofed or enclosed porches, patios, terraces, fire-escapes, etc.) | \$154 Submission Fee and \$0.30 per sq. foot of floor area Building Permit Fee |

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| 2. Alterations, renovations, or modifications of existing building or structure. | \$154 Submission Fee and \$0.30 per sq. foot of floor area Building Permit Fee |
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| 3. Mobile Homes | \$154 Submission Fee and \$200 Building Permit Fee |
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4. Swimming Pools:

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| a. Above Ground Pools | \$ 54 Submission Fee and \$50.00 Building Permit Fee |
| b. In-ground Pools | \$ 54 Submission Fee and \$150 Building Permit Fees |

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| 5. Decks (18" above grade) | \$ 54 Flat Fee |
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6. Fences (over 6 feet tall)	
Retaining walls (over 4 feet tall)	\$54 Flat Fee
7. Demolition Permit	\$104 Flat Fee
8. Residential Zoning Permit Fees:	
a. Signs	\$ 50 Flat Fee
b. Fences	\$ 50 Flat Fee
c. Decks	\$ 50 Flat Fee
d. Swimming Pools	\$ 50 Flat Fee
e. Shed (which are less than 200 sq. ft. in size)	\$ 50 Flat Fee
f. Patios, porches, terraces, fire escapes, etc. (which are NOT enclosed or roofed)	\$ 50 Flat Fee
g. Residential (Principal structures and Accessory structures over 200 sq. ft.)	\$100 Flat Fee
h. Residential additions (including enclosed and/or roofed porches, patios, terraces, fire escapes)	\$100 Flat Fee
i. Establishment of Home Occupations	\$100 Flat Fee
j. Sidewalks/Curbs	\$ 55 Flat Fee

Part D. Commercial-Industrial-Institutional (Non-residential) Zoning and Building Permit Fees

*Any subsequent inspections (required due to deficiencies in the structure, etc.) shall be billed to the permittee at \$50/an hour for each additional inspection.

1. Commercial, Industrial, and Institutional Buildings, (including new buildings and/or Major building additions)	\$204 Submittal Fee and \$0.30 per sq. ft.
2. Alterations, renovations, modifications of existing building or structure and/or minor building additions	\$154 Submittal Fee and \$0.30 per sq. ft.
3. Accessory Buildings which are more than 1,000 sq. ft. in size	\$104 Submittal Fee and \$0.30 per sq. ft.
4. Accessory Buildings which are less than 1,000 sq. ft. in size	\$ 54 Flat Fee
5. Special Structures (i.e. crane gantries, Telecommunications Tower, etc.)	\$104 Submittal Fee <u>plus</u> any necessary engineering fees required to review the special structure at \$65/hr.

6. Establish Principal Use on suitably zoned land	\$104 Flat Fee
7. Demolition Permit	\$104 Flat Fee
8. Commercial Sign Permit Fees:	
a. Building or Window mounted signs	\$104 Flat Fee
Free standing signs (including billboards)	\$204 Flat Fee
9. Commercial Zoning Permit Fees:	
a. Fences	\$ 50 Flat Fee
b. Commercial, Industrial, Institutional Buildings and Additions	\$200 Flat Fee
c. Changes in Land Use and/or establishment of any type of Business/Industrial/Institutional Commercial Land Use	\$200 Flat Fee

Part E. Systems Permit Fees

*Any subsequent inspections (required due to deficiencies in the structure, etc.) shall be billed to the permittee at \$50/an hour for each additional inspection.

*All system permits (electrical, mechanical & plumbing) require a \$4 state fee to be assessed per permit.

1. Residential plumbing and Mechanical Fees:

a. New Construction	\$120 + \$5/trap
b. Addition	\$ 50 + \$5/trap
c. Remodeling/Alterations	\$ 50 + \$5/trap
d. Connection to Sewer	\$30 Flat Fee
e. New Lateral	\$30 Flat Fee
f. Relief Valve (Domestic and Heating)	\$30 Flat Fee
g. Water Service	\$30 Flat Fee
h. HVAC Unit	\$50/Unit

2. Commercial Plumbing and Mechanical Fees:

a. Plan Reviews & Inspections	\$200 + \$10 for every \$500 of estimated plumbing/mechanical project cost
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3. Electrical Permit Fees

a. Residential:

- New House \$200.00
- Additions/Renovations \$50 + \$2/each fixture
- Fixed appliances \$50 + \$10/each appliance
- Service change/alterations \$50
(including breaker box & panels)

*Fixtures include: all lights, receptacles, outlets and switches

- #### b. Commercial:
- \$250 + \$10 for every \$500 of electrical project cost

- ### 4. Accessibility
- \$150 + \$0.05/sq. ft. of proposed area

SECTION 105. Certificate of Use and Occupancy Fees

Part A. A Certificate of Use and Occupancy is required for each of the following activities. The fee for this certificate is \$50.00. Any subsequent inspections (required due to deficiencies in the structure, etc.) shall be billed to the permittee at \$50/per each additional inspection.

1. Any, and all, residential structures.
2. Swimming Pools.
3. Any, and all, fences.
4. Additions/alterations to any residential dwelling unit.
5. Any, and all, commercial/industrial buildings or structures.
6. Any sub-division of a commercial/industrial/institutional building or structure for the purpose of occupancy by an individual tenant, but **not** including individual self storage units in a self storage use complex.
7. Each addition/alteration of a commercial/industrial/institutional building or structure.
8. Change of use, ownership, or tenant of a commercial/industrial/institutional building or structure.
9. Any type of permanent sign.
10. Any Home Occupation Use.

SECTION 106. Temporary Certificate of Use and Occupancy Fees:

1. Upon the request of the holder of a valid Building Permit, the Building Codes Official may issue a Temporary Certificate of Use and Occupancy for a building, structure, sign, and/or use of land or portion thereof before the entire work covered by the permit shall have been completed. Such portion or portions **may** be used and/or occupied prior to full completion of the work provided that, the life and/or public health, safety, and general welfare of the Borough and its citizens are not endangered by any such use or occupancy.
2. The Building Code Official may also issue a Temporary Certificate of Use and Occupancy for such temporary uses such as tents, trailers, and buildings, or construction sites, use of land for religious and other public and semi-public purposes or other temporary use and/or occupancy situations, based solely upon the discretionary authority of the Building Code Official. Any such temporary certificates shall only be valid for a period of time to be determined by the Building Code Official, however in no case shall any such temporary certificate be issued for more than a twelve (12) month period.

3. Temporary Certificate of Use and Occupancy \$100 Flat Fee.

SECTION 107. Posting of Permits

The Zoning & Building Permit Placards shall be visibly posted on the subject property during the entire time of construction.

SECTION 108. Expiration of Permit

1. Building Permits

Any, and all, Building Permits shall expire six (6) months from the date of permit issuance; however, it may be extended at the discretion of the Building Code Official for six (6) month periods not to exceed a total of one (1) year. The Building Code Official may at his/her sole discretion review and approve revisions to plans, or allow for the accelerated review of plans, under special circumstances.

- a. Building Permit Extension Fee \$100 Flat Fee for each six (6) month extension
- b. Accelerated review of new plans \$500 Flat Fee

2. Zoning Permits

Any, and all, Zoning Permits shall expire one (1) year from the date of permit issuance; however, the permit expiration date may be extended at the discretion of the Zoning Officer for six (6) month periods, not to exceed one (1) year.

SECTION 109. Hearing Fees

1. Zoning Hearing \$750 Flat Fee; a refund or an invoice for additional expenses will be sent to the Applicant after all final applicable costs have been determined by the Borough.
2. UCC Appeals Hearing All UCC Appeals shall be heard by the Berks County UCC Appeals Board. Applicants must contact the Sinking Spring Borough Secretary for the necessary appeals forms and fees.
3. Any other types of hearings (i.e. Conditional Uses, Property Maintenance Code, etc.) \$750 Flat Fee; other types of Hearings shall be heard by the Sinking Spring Borough Council; a refund or an invoice for additional expenses will be sent to the Applicant after all final applicable costs have been determined by the Borough.

SECTION 110. Subdivision and Land Development Plan Submittal fees

The Borough Council of the Borough of Sinking Spring, Berks County, Pennsylvania hereby resolves that the following fees as indicated below are hereby established and shall remain in full force and effect until such time that the Borough, by subsequent resolution, may adopt a new or revised schedule of said fees.

1. Submittal fee for any Minor Residential Subdivision
 - A. \$ 650 – Paid at the time of submission of the Final Plan
2. Submittal Fee for any Revised Plan of Record
 - A. \$ 650 plus \$65 for each lot or dwelling unit – Paid at the time of submission of the Final Plan.
3. Submittal Fee for **all other** Residential Subdivisions and/or Land Development Plans
 - A. \$ 850 plus \$65 for each lot or dwelling unit – Paid at the time of submission of the Preliminary Plan.
 - B. \$ 850 Plus \$65 for each lot or dwelling unit – Paid at the time of submission of the Final Plan.
4. Submittal Fee for **any and all** Commercial, Industrial and Institutional Subdivisions and/or Land Development Plans
 - A. \$ 950 plus \$65 per acre – Paid at the time of submission of the preliminary Plan.
 - B. \$ 950 plus \$65 per acre – Paid at the time of submission of the Final Plan.
5. Submittal Fee for a Review of Stormwater Management Plan.
 - A. \$ 500 – Paid at the time of submission of the Plan to the Borough
6. The Submittal Fee for any and all plan revisions at any plan state (i.e. Preliminary, Stormwater or Final) shall be 50% of the required initial submission fee (for the plan stage that is being revised and resubmitted).
7. Any unused portion of the submittal fee will be returned, by the Borough, to the sub-divider/applicant upon the receipt of a written request from the applicant.
8. The Borough Engineer shall charge \$110.00/hour to review all plan submissions, and the cost of the Borough's review fees shall be deducted from the Submittal Fee, however, in the event that the costs incurred by the Borough in reviewing a Subdivision or Land Development Plan or a Waiver Request exceed the amount of the Submittal Fee paid by the sub-divider/applicant then, prior to the Borough taking any formal action on any such plan, or any such waiver request, the sub-divider/applicant shall pay, to the Borough, the amount in excess of the Submittal Fee which was expended in reviewing the plan or waiver request. Any such outstanding review fees shall be paid in full prior to the release of any plans by the Borough for recordation at the Berks County Recorder of Deeds Office.