Borough of Honesdale, Wayne County, PA

Resolution #2023- 206

Fee Schedules

A resolution to replace all other resolutions setting fees for the Borough of Honesdale:

Billing and Collection Policy shall be as follows:

- 1. Cost for services such as fees for permits is due and payable at the time of issue.
- 2. Fines and charges for zoning and property code violations are due within 10 days of issue.
- 3. Any of the above that are not paid within 30 days of date of issue will be subject to a late fee of \$50.00 per billing cycle with interest at 18% per annum (1 ½ % per month) for Zoning and Code Enforcement.
- 4. Any of the above that are not paid within 30 days of date of issue will be subject to a late fee of \$25.00 per billing cycle with interest at 18% per annum (1 ½ % per month) if invoiced for Administration fees
- 5. After 60 days, the Borough of Honesdale shall have the right to seek legal action against the debtor with all costs of that action added to the outstanding balance.
- 6. Any person or persons either individually or by corporation shall not be granted any desired permit for any reason other than for health and public safety reasons if they have an outstanding debt to the Borough.

The Permit Fee Schedule for General Fees shall be as follows:

Subdivision Booklet	\$10.00
Zoning Booklet	\$20.00
Stormwater Booklet	\$15.00
Fingerprinting	\$15.00
Sale of Police Reports	\$15.00 per report
Certification of Record:	\$5 per record, not per page.
Please note that certification fees do not include notarization fees	

Copy Charges:

Specialized documents:

For example, but not limited to blueprints, color copies,	
non-standard sized documents	Actual Cost

CD/DVD	Actual Cost not t	to exceed \$3.00.
Facsimile		Actual Cost
Flash Drive		Actual Cost

Media:

Conversion to Paper:	Up to \$0.25 per page
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Postage Fees:

Postage	Actual Cost of USPS first-class postage
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Prepayment:

Prior to granting a request for access, Honesdale Borough may require a requester to pre-pay an estimate of the fees authorized under this section if the fees required to fulfill the request are expected to exceed \$100.

Electric Vehicle Charging Station:

Hearings:

Public Hearing not specified herein\$1,000.00*

*The fees identified are for any not specified hearing extending not longer than 4 hours; a similar fee shall be charged to the applicant for each time period or any part thereof over and above the first four hours. Costs in excess of the initial hearing fee posted by the applicant shall be invoiced to the applicant prior to the next scheduled hearing. The applicant is required to pay the invoice prior to the next scheduled hearing.

Honesdale Borough hereby reserves the right to require the applicant to post additional monies at the time of the filing of the application, commensurate with the scope and magnitude of the application filed therewith.

Public Works Equipment Fee Schedule (includes operator):

Street Sweeper		\$185.00 per hour
LB75 Loader-Backhoe	\$125.00	per hour One Ton
Dump Truck		\$85.00 per hour
International 4800 4 WD		\$150.00 per hour
Tractor/Pusher/Snow Blower		\$65.00 per hour
Laborer	\$25.00 P	er Hour Per Person

Electricity Charge

Fred R.	Miller Pavilion	\$20.00 per	event
All Park	S	\$20.00 per	event

Mobile Home Park License

Mobile Home Park License 1-10 trailers \$250.00 annually Add \$100.00 to annual fee for each additional 10 trailer increment.

Sewage Enforcement Fee Schedule

*All sewage complaints must be in writing and must include the contact information of the complainant. *Fees listed are typical. If additional time and expenses are incurred that are not covered by a permit it will be billed to the applicant. Failure to pay any additional fees will stop the permitting process until all fees are received.

RESIDENTIAL SINGLE FAMILY - APPLICATION \$	125
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PERMITS

Conventional System Permit	Design rev	view, permit	approval; .	3 inspections	\$460
Alternate System Permit	Design re	view, permit	approval;	3 inspections	\$625
Experimental System Permit	Design rev	view, permit	approval;	4 inspections	\$750
Technical Decision Repair - Absorption Area	Design rev	view, permit	approval;	4 inspections	\$595
Minor Repair Permit - Non-absorption Area	Design rev	view, permit d	approval; 2	? inspections	\$220
Modification Permit to Existing System	Design rev	view, permit	approval;	2 inspections	\$220
DEP Permitted Systems	l EDU. \$62	2.50 each add	ditional EL	DU	\$500
Holding Tank Permit	Design rev	iew, permit a	approval; 2	inspections .	\$500

TESTING

Soil Probes	Includes up to 2 hrs. on site;	\$80.00/hr. thereafter \$250
Percolation Tests	6 holes; \$40 each additional	hole\$475
Spray Irrigation Site	Additional \$150 over 20,000	sq. ft \$375

COMMERCIAL OR COMMUNITY SYSTEMS

Application	. Plus \$50/EDU over	2 \$175
Permit Fee	Design review, permi	it approval; 3 inspections \$690

SUBDIVISIONS & LAND DEVELOPMENT - APPLICATION	. \$175
Planning Waiver & Non-Building Declaration Up to 2 hours of SEO work and 1 inspection	. \$185
Component 1 or Component 2 Up to 2 hours of SEO work and 1 inspection	. \$185

TESTING

Soil Probes	Per lot/EDU	\$250
Percolation Tests	Per lot/EDU	\$475
Spray Irrigation Site	Per lot/EDU. Additional \$150 over 20,000 sq. ft	\$400

MISCELLANEOUS

SEO Hourly Rate	
Prior Verification Site inspection and	
No show/Not Ready Fee	
Holding Tank Escrow Where required	
Temporary Holding Tank 18 month expire	ation\$1,000

NOTE: APPLICANT IS RESPONSIBLE FOR:

NOTE: ALL FEES ARE PAYABLE TO THE MUNICIPALITY BY CHECK OR MONEY ORDER.

- 1. Contractor for soil probes
- 2. Percolation site preparation
- 3. Property boundaries for testing
- 4. PA One Call Notification
- 5. Wetland/Floodplain Delineation
- 6. Location of property easements and right-of-way issues
- 7. Provide clear access to testing areas

The Permit Fee Schedule for Chapter 57, Alarm Systems, shall be as follows:

Annual Registration	n Fee	\$100.00
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False Alarm Fee for

0 to 3 False Alarms	\$0.00 each
4 to 7 False Alarms	\$100.00 each
8 to 11 False Alarms	\$200.00 each
12 to 15 False Alarms	\$300.00 each
15 to 18 False Alarms	\$400.00 each
19 plus False Alarms	\$500.00 each

The Fee Schedule for Chapter 85, Code Enforcement, shall be as follows:

Notice of Violation	\$100.00
Inspection of Property	\$90.00
Stop Work Order	\$150.00
Condemnation of Property	
Code Officer Fee	\$40.00 per hour
Professional Fees	\$250.00

Emergency Property Maintenance

Inspection of Property	\$90.00
Re-inspection of Property	\$90.00
Closing a public thoroughfare	\$250.00
Emergency Repairs	200% of costs

Failure to comply with Standard Property Maintenance

Inspection of Property.......\$90.00 Re-inspection of Property\$90.00 Property maintenance, lawns, rubbish removal, and secure property to render safe 200% of actual cost.

<u>The Fee Schedule for Chapter 89, Uniform Construction Code, shall be as follows:</u> Building:

MINIMUM INSPECTION RATE IS \$50.00

A 20% administration fee, plus a \$4.50 state fee added to all permits

A. Building

Residential

- New Stand-Alone Construction ______\$50.00 plus \$0.17 per square foot of GFA*
- Additions, Alterations, Remodeling & Repairs
- Under \$500,000 _____1.5% of total construction cost
- \$500,000 to \$1,000,000 _____\$7,500.00 plus 1.25% of total over \$500,000
- Over \$1,000,000 _____\$13,750.00 plus 1.0% of total over \$1,000,000
- Utility & miscellaneous, such as sheds, decks, fences, pools, towers, concrete slabs, retaining walls, etc. _______1.5% of total construction cost

- Demolition (Residential) _____\$50.00 •
- Minimum Inspection Rate \$50.00 .

Commercial & Industrial

- New Stand-Alone Construction \$75.00 plus \$0.27 per square foot of GFA*
- Additions, Alterations, Remodeling & Repairs •

- Under \$500,000 ______1.5% of total construction cost
 \$500,000 to \$1,000,000 ______\$7,500.00 plus 1.25% of total over \$500,000
 Over \$1,000,000 _____\$13,750.00 plus 1.0% of total over \$1,000,000
- Utility & miscellaneous, such as sheds, decks, fences, pools, towers, concrete slabs, retaining walls, etc. ______1.5% of total construction cost
 Demolition (Commercial) ______\$0.05 per square foot
- Signs & Structural Buildings ______\$25.00 plus \$2.00 per square foot •
- Minimum Inspection Rate \$75.00

*GFA

Gross floor area defined as the total square footage of all floors within the perimeter of the outside walls, including basements, cellars, garages, roofed patios, breezeways, covered walkways and attics with floor to ceiling height of 6'6" or more.

B. Plumbing (For Residential and Commercial)

- For the first \$1,000 on the permit \$50.00
- For every additional \$1,000 on the permit \$10.00 per \$1,000
- Minimum Inspection Rate (Residential)
 \$50.00
- Minimum Inspection Rate (Commercial)
 \$75.00

C. Mechanical (For Residential and Commercial)

- For the first \$1,000 on the permit \$50.00
- For every additional \$1,000 on the permit \$10.00 per \$1,000
- Minimum Inspection Rate (Residential) \$50.00
- Minimum Inspection Rate (Commercial) • \$75.00

D. Electrical

Residential

- For the first \$1,000 on the permit \$50.00
- For every additional \$1,000 on the permit \$15.00 per \$1,000
- Minimum Inspection Rate (Residential)
 \$50.00

Commercial & Industrial

- Under \$500,000 _____1.5% of total construction cost
- \$500,000 to \$1,000,000 \$7,500.00 plus 1.25% of total over \$500,000

- Over \$1,000,000 ______\$13,750.00 plus 1.0% of total over \$1,000,000
- Minimum Inspection Rate _____\$75.00

E. Commercial Plan Review Fee Schedule

Plan review up to \$3,000,000	0.0013 X cost of building (\$250.00 minimum)
Plan review \$3,000,000 to \$6,000,000	_\$3,900.00 plus 0.0005 x amount over \$3,000,000
Plan review over \$6,000,000	\$5,400.00 plus 0.0004 x amount over \$6,000,0000
Plan review for electrical	_25% of building fee
Plan review for mechanical	_25% of building fee
Plan review for plumbing	_25% of building fee
Plan review for energy	_25% of building fee
Plan review for accessibility	_25% of building fee
Sprinkler review by number of heads	_1 to $100 = 275.00

101 to 200 = \$325.00 201 to 300 = \$350.00 301 to 400 = \$375.00 401 to 500 = \$425.00 501 and over = \$500.00 + \$0.33 per head

Special consideration will be given, when computing plan reviews for buildings such as large warehouses or indoor recreation facilities because of their plan review simplicity.

Temporary Utility Permits (when additional inspection required)

Electrical	75.00 each
Gas	\$75.00 each
Power Pole	
Temporary Occupancy	100% of standard fee(s)
Temporary Trailer (construction sites) Permit Trailer Setup	
Minimum Electrical Fee	\$50.00
Minimum Plumbing Fee	\$50.00
Zoning Permit without Design Review/Posting	\$150.00
Agricultural Exemption Permit	

Demolition

Demolition of Structures	100 square feet
Asbestos	150% of costs
Lead Paint	150% of costs
Alternate Materials and Methods Review	150% of costs

Day Care Centers

Annual Inspection and Registration	\$200.00
Plus inspection fees	

Board of Appeals Hearing

Application for Hearing	\$1,000.00*
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*The fee identified provides for a hearing extending not longer than 4 hours; a similar fee shall be charged to the application for each time period or any part thereof over and above the first four hours. Costs in excess of the initial hearing fee posted by the applicant shall be invoiced to the applicant prior to the next scheduled hearing. The applicant is required to pay the invoice prior to the next scheduled hearing. The Board of Appeals hereby reserves the right to require the applicant to post additional monies at the time of the filing of the application, commensurate with the scope and magnitude of the application filed therewith.

The Fee Schedule for Chapter 112, Floodplain shall be as follows:

- Review Flood Elevation Certificate: \$300.00
- Standard Application for a Permit to Develop in a Floodplain Area:

1. Review & Process Application: (One (1) submittal)	\$420.00
2. Inspections (Three (3) allocated):	\$600.00
3. Review Close-out Documents (One (1) submittal):	\$200.00

• Major Land Development for a Permit to Develop in a Floodplain (Projects which entail a review of a flood study or multi-units)

1. Review and process application (One (1) submittal)	\$1,500.00 (Escrow)
2. Inspections (Three (3) Allocated):	
3. Review close-out documentation (One (1) Submittal)	\$420.00

• Hourly Rate for a professional engineer to review documentation for variance requests, appeals, review and processing of substantial damage, ordinance modifications, additional inspections and general floodplain duties would be \$100.00 per hour.

• Hourly Rate for preparation and attendance at Borough Meetings: \$110.00/Hour

The Permit Fee Schedule for Chapter 114, Garage Sales, shall be as follows:

Garage Sale\$10.00 for 3-day saleThe Fee Schedule for Chapter 126, Insurance shall be as follows:Municipal Certificate\$50.00Inspection of Property\$90.00Re-inspection of Property\$90.00Fee as necessary\$50.00 per hourStop Work Order\$150.00

Emergency Property Maintenance

Inspection of Property	\$200.00
Closing a public thoroughfare	\$250.00
Emergency Repairs	150% of costs
Secure Property to render structure safe	150% of costs

The Fee Schedule for Chapter 152, Peddling and Soliciting, shall be as follows:

The Fee Schedule for Chapter 156, Plumbing, shall be as follows:

See Fee Schedule for Chapter 89, Uniform Construction Code

The Fines and Violation Schedule for Chapter 160, Property Maintenance/ Quality of Life, shall be as follows:

Removal of posted sign	\$300.00
Property Maintenance Violation	\$100.00
Inspection of Property	\$90.00
Stop Work Order	\$150.00
Work without Permit Fine	\$150.00
Condemnation of Property	\$200.00
Code Officer Fee	\$75.00 per hour
Professional Fees	\$250.00
Inspection of property fee	
Re-inspection fee	
Fee as necessary	

Quality of Life Fines and Violations : 1st offense 2nd offense 3rd offense

Accumulation of rubbish or garbage	\$25.00	\$50.00	\$100.00	
Animal maintenance waste clean-up	\$25.00	\$50.00	\$100.00	
High weeds, grass plant growth	\$25.00	\$50.00	\$100.00	
Motor vehicle	\$25.00	\$50.00	\$100.00	
Outside placement of indoor				
Furniture / appliances	\$25.00	\$50.00	\$100.00	
Snow and ice removal sidewalk	\$25.00	\$50.00	\$100.00	
No containers for waste or trash	\$25.00	\$50.00	\$100.00	
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The Fee Schedule for Chapter 210-49 Short-term rentals, shall be as follows:

Annual license calculated at \$25.00 per housing "unit" occupied or vacant

Inspection	\$90.00
Certificate of Occupancy	\$50.00
Tenant changes failure to register	\$90.00 per day

The Fee Schedule for Section 175-4, Solid Waste, shall be as follows:

Application Fee for Annual License \$75.00

The Permit Fee Schedule for Chapter 177, Stormwater Management will be as follows:

Review Fee(s) by Qualified Person (s)/Firms.....Reimbursed by Applicant Additional Reimbursable Fees:

The Fee Schedule for Section 179, Streets and Sidewalks, shall be as follows:

Application Fee	\$100.00
Supplement Fee (each 6-month time extension)	
(each submitted change)	\$20.00
Penalty Fees	
Street Opening without executed permit	\$250.00 per day

Inspection Fees

1. Surface Openings -This fee is calculated on the total linear feet of the opening being permitted with different areas of the right-of-way.

Total linear feet of opening (each 100 feet increment or fraction thereof):

Opening in pavement.....\$ 80.00

Opening in shoulder ... \$ 40.00

Opening outside pavement and shoulder \$ 20.00

If a longitudinal opening simultaneously occupies two or more highway areas identified above, only the higher fee will be charged. Linear distances shall be measured to the nearest foot.

2. Surface opening of less than 36 square feet -for example, service connections performed

independently of underground facility installation, pipeline repairs --(each opening):

Opening in pavement	 \$	60.00	

Opening in shoulder \$ 30.00

Opening outside pavement and shoulder \$ 20.00

If an opening simultaneously occupies two or more highway areas identified above, only the higher fee will be charged.

3. Aboveground facilities (for example, poles, or guys or anchors if installed independently of poles)

Up to 10 physically connected aboveground facilities (each continuous group)\$ 40.00 Additional aboveground physically connected facilities (each pole with appurtenances)\$ 4.00

4. Crossings (for example, overhead tipples, conveyors or pedestrian walkways and undergrade

subways or mines) \$ 160.00

5. Non-emergency test holes in pavement or shoulder (each hole) \$ 10.00

Additional Fees

If the Borough anticipates that the cost of reviewing the required application information or inspecting the permitted work will exceed the application or inspection fees listed by a significant amount, the following additional fees will be assessed:

1. Additional Application Fee:

The Borough will estimate the additional amount of salary, overhead and expenses and prepare a reimbursement agreement for execution by the applicant. Borough review of the permit application will commence on the effective date of the agreement.

- 2. Additional Inspection Fees: If the Borough determines that the permitted work is of sufficient magnitude or importance to warrant assignment of one or more persons to inspect the permitted work on a more than spot inspection basis, the permit will so indicate and the permittee shall be charged for additional salary, overhead and expenses incurred by the Borough for inspection. Outside inspection services if required will be billed directly to applicant.
- 3. Charge Calculation: The charges will be calculated either on an actual cost basis or a standard unit cost basis.
- 4. Invoices:

The Borough will provide an itemized invoice for additional fees owed to the Borough.

5. Payment:

The total permit fee will be calculated, and all payments will be made by check made payable to Honesdale Borough.

The Fee Schedule for Chapter 183, Subdivision and Land Development, shall be as follows:

Professional Review Fee

The applicant at actual cost will pay any professional review fees.

Zoning Review Fee

Zoning Officer's Fee \$75.00

Land Developments

For multi-family type applications, a review fee of \$100.00 base plus \$25.00 per unit shall be submitted with the application. For commercial and industrial type applications, a review fee of \$275.00 base fee, plus \$100.00 per acre of impervious surface in excess of 1 acre shall be submitted with the application.

Minor Subdivisions:

A Review Fee \$100.00 for a newly created lot, plus \$25.00 on each additional lot shall be submitted with the application. An un-subdivision, or a change in lot line shall be considered a minor subdivision or land development.

Major Subdivisions:

A Review Fee of \$250.00 plus \$50.00 for each newly created lot.

The Fine and Fee Schedule for Chapter 210, Zoning, shall be as follows:

Written Confirmation of Zoning District	\$50.00
Certificate of Occupancy	\$50.00
Reissue of Certificate of Occupancy	
Stop Work Order \$	\$150.00

Hearings:

Application for Variance	\$1,000.00*
Application for Special Exception	\$1,000.00*
Application for Conditional Use	
Application for Curative Amendment	
Honesdale Borough Hearing not specified herein	

*The fees identified above for the Variance, Conditional Use, Special Exception, Curative Amendment, or any not specified hearing provides for a hearing extending not longer than 4 hours; a similar fee shall be charged to the application for each time period or any part thereof over and above the first four hours. Costs in excess of the initial hearing fee posted by the applicant shall be invoiced to the applicant prior to the next scheduled hearing. The applicant is required to pay the invoice prior to the next scheduled hearing. Honesdale Borough Council and the Honesdale Borough Zoning Hearing Board hereby reserves the right to require the applicant to post additional monies at the time of the filing of the application, commensurate with the scope and magnitude of the application filed therewith.

Zoning Fees

Ordinary permits otherwise required by the Borough for buil	ding or construction shall also be
obtained in addition to any required zoning permits and addi	tional fees, therefore, may apply.
Residential roof permit	\$75.00
Zoning Permit	\$100.00 includes initial inspection
Additional Inspection Fee	. \$90.00

Accessory Buildings

(Examples -Garage, Sheds, Decks, Porch, Pool, Barn, K	(ennels, Fence, etc.)
0 -700 square feet	
Over 700 square feet	\$0.20 cents per square foot

Pool

Above ground	\$50.00
In-ground	
Sign Permits	
1-200 square feet for non-electrified signs	\$100.00
Over 200 square feet	\$250.00

Cell Towers

Cell Tower and Co-location Fee -\$15.00 per 1,000 of construction cost.

Violations

Failure to comply with any provision of the zoning ordinance will cor	stitute a violation.
Violation\$250.00	per diem

The Fee Schedule for Chapter 195, Vehicles and Traffic, shall be as follows:

Senior Citizens Parking

Free Thursdays and Fridays from 9 am. to noon with valid permit sticker from the Area Agency on Aging.

Special Permits

Dumpsters placed on any Borough streets	\$15.00 per day
Contractors - Daily	\$10.00 per day per parking space
Contractors - Weekly	\$35.00 per day per space
2.20 Area = 15 (2015) (201	
Bus Trip Patrons	\$5.00 per day per space
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Violations & Penalties

Fine\$3	30.00 per day
Fine after 7 days\$	50.00

		After 7 days
Violations & Penalties	\$30.00	\$50.00
No Stopping, Standing, Parking	\$30.00	\$50.00

	24 Hours	After 24 Hrs.	After 7 Days
Deposit of Meter Fee	24 hours, \$15.00	On the 25 th hour, \$30.00	\$50.00
Enforcement	24 hours, \$15.00	On the 25 th hour, \$30.00	\$50.00
Overtime parking violation	\$15.00, 2 hours from	m time of meter violation	

Overtime Stacking Violation \$15.00 per violation each 2 hours after the overtime violation

Meter /Coins 1 Hour for .50 cents (quarters only)

Property Owner/Tenant Residential Permit for Metered Parking /East of Church Street Property Owner......\$50.00 each for the first two permits; each additional permit, \$10.00, calendar year

Note: Borough taxes must be current at all times.

Permits secured by Landlord for Tenants per dwelling unit.....\$50.00 each for the first two permits. Each additional permit, \$10.00; calendar year

Note: All rental registrations/inspections and licenses need to be paid prior to issuance. Borough taxes must be current at all times.

Property Owner/Tenant Residential Permit for Non- Metered Parking /West Street

calendar year Note: Borough taxes must be current at all times.

Permits secured by Landlord for Tenants per dwelling unit \$50.00 each for the first two permits. Each additional permit, \$10.00; calendar year

Note: All rental registrations/inspections and licenses need to be paid prior to issuance. Borough taxes must be current at all times.

Park and Shop Lot / Monday through Saturday 7 AM to 9 PM

Center and Back Row Reserve Parking	\$380.00 calendar year
Six-month Permit	\$190.00 calendar year
Quarterly	\$95.00 calendar year
Monthly	\$50.00 calendar year

Contract

10-Hr Meter Permits / East of Church Street

Calendar year \$	300.00 per permit
Monthly	\$40.00 per permit
Quarterly	. \$80.00 per permit
Replacement Fee for Parking Permits	\$10.00 for all permit types

Effective Date: February 22nd, 2023.

ADOPTED AND APPROVED this 21st Day of February 2023.

HONESDALE BOROUGH

Metal Jugel

Judith Poltanis, Borough Secretary

SEAL