

# Trappe Borough

525 West Main Street Trappe, PA 19426  
610-489-7181



## **2014 Fee Schedule**

Adopted by Resolution 2014-01, January 6, 2014.

Amended Building Permit Fee August 5, 2014

### **BLASTING PERMIT**

\$84.00 Application Fee

### **BUILDING PERMIT**

\$200.00 minimum or one percent (1%) of the total value of the cost of construction, (whichever is greater), plus a \$4.00 UCC Fee.

- A separate permit is required for all plumbing improvements. Do not include plumbing improvement costs in the value of the cost of construction calculated for a building permit.
- The minimum building permit fee is \$204.00, and this includes the UCC Fee.
- An executed Construction Observation Escrow Agreement is required for each application that includes building a new home or building. The escrow amount is five (5%) percent of the total cost of the project.

### **CONDITIONAL USE**

\$ 250.00 Application Fee  
\$2,500.00 Escrow

- The application fee provides for application processing, reviews prepared by the Borough Zoning Officer and Borough Manager, and Planning Commission Secretary expenses.
- The escrow provides for all other expenses not funded by the application fee; escrow expenses may include, but are not limited to, reviews prepared by the Borough Engineer and Borough Solicitor, legal advertisement, and court reporter costs.
- An executed Escrow Agreement is required for each application.

### **CURB PERMIT**

\$59.00 per 200 linear feet or fraction thereof.

<b>DECK PERMIT</b>	\$184.00 per deck, <u>plus</u> a \$4.00 UCC Fee.
<b>DEMOLITION PERMIT</b>	\$84.00 Application Fee
<b>DRIVEWAY PERMIT</b>	<p><b><u>RESIDENTIAL:</u></b> \$64.00, <u>plus</u> a Grading Permit if over 2,000 sq. ft.</p> <p><b><u>NON-RESIDENTIAL:</u></b> \$94.00, <u>plus</u> a Grading Permit if over 2,000 sq. ft.</p>
<b>ELECTRICAL PERMIT</b>	<p>\$49.00, <u>plus</u> a \$4.00 UCC Fee.</p> <ul style="list-style-type: none"> <li>➤ All electrical work must be inspected by a state certified third party inspector.</li> <li>➤ Third party inspector must provide the Borough with a cut card or verification that the electrical work has passed inspection of the UCC Code requirements.</li> </ul>
<b>FENCE PERMIT</b>	<p>\$59.00 per fence.</p> <ul style="list-style-type: none"> <li>➤ Fences in the side and rear yards must not exceed six feet in height.</li> <li>➤ Fences in the front yard must not exceed four feet in height.</li> </ul>
<b>GRADING PERMIT</b>	<p><b><u>RESIDENTIAL:</u></b> \$ 34.00 Application Fee \$800.00 Escrow</p> <ul style="list-style-type: none"> <li>➤ The application fee provides for application processing, and administrative costs of the Borough Zoning Officer and Borough Manager.</li> <li>➤ The escrow provides for all other expenses not funded by the application fee; escrow expenses may include, but are not limited to, grading pan reviews prepared by the Borough Engineer and Borough Solicitor.</li> <li>➤ An executed Escrow Agreement is required for each application.</li> </ul>

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**GRADING  
PERMIT  
(Continued)**

**NON-RESIDENTIAL:**

\$ 34.00 Application Fee

\$1,000.00 Escrow

- The application fee provides for application processing, and administrative costs of the Borough Zoning Officer and Borough Manager.
- The escrow provides for all other expenses not funded by the application fee; escrow expenses may include, but are not limited to, grading plan reviews prepared by the Borough Engineer and Borough Solicitor.
- An executed Escrow Agreement is required for each application.

**MECHANICAL  
PERMIT**

\$79.00, plus a \$4.00 UCC Fee.

**OVERLAY  
DISTRICT  
CREATION**

\$ 209.00 Application Fee

\$2,500.00 Escrow

- The application fee provides for application processing, reviews prepared by the Borough Zoning Officer and Borough Manager, and Planning Commission Secretary expenses.
- The escrow provides for all other expenses not funded by the application fee; escrow expenses may include, but are not limited to, reviews prepared by the Borough Engineer and Borough Solicitor, legal advertisement, and court reporter costs.
- An executed Escrow Agreement is required for each application.

**PLAN REVIEW  
(Permit Application  
Submission)**

\$ 69.00 Application Fee

- The application fee provides for one hour of plan review by the Building Code Official (BCO) when plans submitted with any permit application require more than a cursory review and/or when the plans have to be resubmitted multiple times for reviewed changes. This will be determined by the BCO.
- An additional cost of \$30.00 for each additional one-half hour of review. This fee must be paid if required before any permits will be issued.

**PLAN REVIEW  
FOR SINGLE  
LOT NEW  
CONSTRUCTION**

\$ 209.00 Application Fee  
\$3,500.00 Escrow

- The application fee provides for application processing, reviews prepared by the Borough Zoning Officer and Borough Manager, and Planning Commission Secretary expenses.
- The escrow provides for all other expenses not funded by the application fee; escrow expenses may include, but are not limited to, reviews prepared by the Borough Engineer and Borough Solicitor.
- An executed Escrow Agreement is required for each application.

**PLUMBING PERMIT**

**MODIFICATIONS TO EXISTING RESIDENTIAL SYSTEM:**

\$94.00 per modification, plus a \$4.00 UCC Fee.

- A modification involves the relocation of pipes and/or valves. The replacement of plumbing fixtures is not considered a modification provided all pipes and valves remain in the same location.

**MODIFICATIONS TO EXISTING NON-RESIDENTIAL SYSTEM:**

\$109.00 per modification, plus a \$4.00 UCC Fee.

- A modification involves the relocation of pipes and/or valves. The replacement of plumbing fixtures is not considered a modification provided all pipes and valves remain in the same location.

**INSTALLATION OF A NEW RESIDENTIAL SYSTEM:**

\$94.00 minimum or one percent (1%) of the total value of the cost of construction, (whichever is greater), plus a \$4.00 UCC Fee.

- The extension of a plumbing system to service an addition, a new restroom or similar improvement is deemed a “new residential system”.

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**PLUMBING PERMIT  
(Continued)**

**INSTALLATION OF A NEW NON-RESIDENTIAL SYSTEM:**

\$109.00 for the first \$1,000.00 of the total value of the cost of construction, plus two percent (2%) of the total value of the cost of construction for each additional \$1,000.00 or fraction thereof, plus a \$4.00 UCC Fee.

- The extension of a plumbing system to service a new area, a new restroom or similar improvement is deemed a “new non-residential system”.

**INSTALLATION OF MODIFICATIONS TO SEWER LATERALS FOR RESIDENTIAL AND NON-RESIDENTIAL USES:**

\$100.00, plus a \$4.00 UCC Fee.

**PLUMBERS’  
REGISTRATION  
FEE**

**MASTER:** \$35.00 per year

**JOURNEYMAN:** \$20.00 per year

**APPRENTICE:** \$10.00 per year

**POOL  
PERMIT**

**ABOVE GROUND POOL:**

\$109.00, plus a \$4.00 UCC Fee

**IN-GROUND POOL:**

\$159.00, plus a \$4.00 UCC Fee

**PROFESSIONAL  
SERVICES  
AGREEMENT**

\$ 200.00 Application Fee

\$ 500.00 up to 5,000.00 Escrow

- The application fee provides for application processing, reviews prepared by the Borough Zoning Officer and Borough Manager.
- The escrow provides for all other expenses not funded by the application fee; escrow expenses may include, but are not limited to, engineering reviews, legal reviews, and associated expenses otherwise related to the application, as submitted to the Borough for the construction as per the building plans.
- An executed Escrow Agreement is required for each application. Escrowed amount will be determined by the Borough Manager based on the scope of the project.

**RENTAL  
REGISTRATION**

**RENTAL PROPERTY REGISTRATION:**

\$100.00 per rental property created after 12/31/08

**RESIDENTIAL  
RENTAL  
INSPECTION  
PROGRAM**

**RENTAL UNIT INSPECTION:**

\$104.00 per rental unit

- The above-noted fee includes an initial inspection and one follow up inspection. For each additional inspection the fee shall be \$65.00.

**RENTAL UNIT INSPECTION FOR APARTMENT,  
ROOMING OR BOARDING HOUSE:**

\$284.00 per apartment, rooming or boarding house

- The above-noted fee includes an initial inspection and one follow up inspection. For each additional inspection the fee shall be \$100.00.

**RE-INSTATEMENT FEE:**

\$50.00 per rental unit re-instatement fee.

**ROAD OPENING  
PERMIT**

\$109.00 Application Fee

**ROOF  
PERMIT**

**RESIDENTIAL:**

\$59.00 or one percent (1%) of the total value of the cost of construction, (whichever is greater), plus a \$4.00 UCC Fee.

**NON-RESIDENTIAL:**

\$94.00 or one percent (1%) of the total value of the cost of construction, (whichever is greater), plus a \$4.00 UCC Fee.

**SHED  
PERMIT**

\$59.00 per shed.

- Sheds must not exceed 144 square feet. Sheds greater than 144 square feet are considered an accessory building, and thus require a building permit.

**SIDEWALK  
PERMIT**

\$59.00 per 200 linear feet or fraction thereof

**SIGN  
PERMIT**

**PERMANENT:**

\$59.00 per sign.

- Double-sided signs possessing an interior angle greater than 45 degrees are considered two (2) signs, and a separate permit is required for each sign.

**TEMPORARY:**

\$34.00 per sign.

- A sign that must be removed after thirty (30) days.

**SOLICITATION  
PERMIT**

\$40.00, valid for six months.

Each individual soliciting in the Borough is required to apply for a separate solicitation permit even if other applicants have applied for the same company/corporation.

*\*Must provide Driver's License or State Picture Identification for each permit issued.*

**SPA  
PERMIT**

**FREESTANDING SPA:**

\$94.00, plus a \$4.00 UCC Fee

**NON-FREESTANDING SPA:**

\$154.00, plus a \$4.00 UCC Fee

**SUBDIVISION &  
LAND  
DEVELOPMENT**

**MINOR SUBDIVISION (3 LOTS OR LESS) :**

\$ 800.00 Application Fee

\$10,000.00 Escrow

- The application fee provides for application processing, reviews prepared by the Borough Zoning Officer and Borough Manager, and Planning Commission Secretary expenses.
- The escrow provides for all other expenses not funded by the application fee; escrow expenses may include, but are not limited to, reviews prepared by the Borough Engineer and Borough Solicitor, legal advertisement, and court reporter costs.
- An executed Escrow Agreement is required for each application.

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**SUBDIVISION &  
LAND  
DEVELOPMENT  
(Continued)**

**MAJOR SUBDIVISION & LAND DEVELOPMENT:**

\$ 2,500.00 Application Fee  
\$15,000.00 Escrow

- The application fee provides for application processing, reviews prepared by the Borough Zoning Officer and Borough Manager, and Planning Commission Secretary expenses.
- The escrow provides for all other expenses not funded by the application fee; escrow expenses may include, but are not limited to, reviews prepared by the Borough Engineer and Borough Solicitor, legal advertisement, and court reporter costs.
- An executed Escrow Agreement is required for each application.

**UNDERGROUND  
TANK  
REPLACEMENT &  
INSTALLATION  
PERMIT**

\$109.00 Application Fee

**UCC BOARD  
OF APPEALS**

\$750.00 Escrow

- This escrow provides for (1) legal advertisement, (2) court reporter costs, and (3) administrative expenses.
- An executed Escrow Agreement is required for each application.

**USE & OCCUPANCY  
PERMIT**

**SINGLE-FAMILY UNITS:**

\$109.00 Application Fee

- Includes the initial inspection and one (1) follow-up inspection only. \$40.00 is assessed for the third and each subsequent inspection.

**MULTI-FAMILY BUILDINGS:**

\$104.00 Application fee for each building in a multi-family buildings, plus \$30.00 per dwelling unit in the building beginning with the third unit in each building.

- Includes the initial inspection and one (1) follow-up inspection only. \$40.00 is assessed for the third and each subsequent inspection per unit.

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**USE & OCCUPANCY PERMIT (Continued)**

**NON-RESIDENTIAL BUILDINGS:**

\$184.00 Application fee for all non-residential uses.

- Includes up to 7,500 sq. ft. of gross floor area. Add \$50.00 for each additional 7,500 sq. ft. of gross floor area or fraction thereof.
- Includes the initial inspection and one (1) follow-up inspection only. \$60.00 is assessed for the third and each subsequent inspection.

**RECREATIONAL VEHICLE:**

\$19.00 Application fee for a temporary fourteen (14) day occupation of a recreational vehicle located on a residential property.

**FAILURE TO OBTAIN A USE & OCCUPANCY PERMIT PRIOR TO INHABITING A PREMISES:**

A fine of \$150.00 will be imposed on any person(s) inhabiting residential premises without a Use & Occupancy Certificate. If a Use & Occupancy Certificate is not obtained within 15 days a second fine of \$250 will be imposed.

A fine of \$500.00 will be imposed on any business or person(s) inhabiting a commercial building/premises without a Use & Occupancy Certificate. If a Use & Occupancy Certificate is not obtained within 15 days a second fine of \$500.00 will be imposed.

- The above-noted fine shall be levied when a property owner, applicant and/or the owner's or applicant's representative fails to obtain the required Use & Occupancy permit/certificate prior to inhabiting the premises. In addition to this fine, the property owner, applicant and/or the owner's or applicant's representative shall bear any cost to (1) apply for the U&O Permit; (2) make any necessary repairs and/or installations as directed by the inspector; (3) disassemble or otherwise alter and/or reconstruct the improvement so to provide for the required inspections of same; and (4) test any materials, as may be required by the Borough. This fine must be paid prior to the issuance of a Use & Occupancy Certificate.

**RE-ISSUE EXISTING USE & OCCUPANCY**

\$19.00 for each additional original certificate of an existing valid U&O.

**WAIVER OF  
LAND  
DEVELOPMENT**

\$ 200.00 Application Fee  
\$2,000.00 Escrow

- The application fee provides for application processing, reviews prepared by the Borough Zoning Officer and Borough Manager.
- The escrow provides for all other expenses not funded by the application fee; escrow expenses may include, but are not limited to, reviews prepared by the Borough Engineer and Borough Solicitor.
- An executed Escrow Agreement is required for each application.

**ZONING  
HEARING  
BOARD  
APPLICATION**

**RESIDENTIAL PROPERTIES:**

\$750.00 for residential properties or uses

- Any additional costs incurred by the Borough when an Applicant, or their representative(s), requests a continuance of a Zoning Board Hearing, said costs will be at the Applicant's expense.

**NON-RESIDENTIAL PROPERTIES:**

\$1,000.00 for non-residential properties or uses

- Any additional costs incurred by the Borough when an Applicant, or their representative(s), requests a continuance of a Zoning Board Hearing, said costs will be at the Applicant's expense.

**MISCELLANEOUS**

**AUXILIARY POLICE OFFICER SERVICE:**

\$18.80 one officer per hour

**MEETING ROOM SECURITY DEPOSIT:**

\$50.00 per event

**LABELS/BOROUGH MAILING LIST:**

\$25.00 per set

**PARK & PROPERTY RENTAL SECURITY DEPOSIT:**

\$40.00 per event

**PHOTOCOPIES:**

\$0.25 per page.

**SUBDIVISION AND LAND DEVELOPMENT  
ORDINANCE BOOK:**

\$25.00 per Ordinance Book.

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**MISCELLANEOUS  
(Continued)**

**ZONING MAP; STREET & PROPERTY MAP:**

\$15.00 per map

**ZONING ORDINANCE BOOK:**

\$25.00 per Ordinance Book.

**FINES**

**FAILURE TO OBTAIN A PERMIT PRIOR TO THE  
START OF CONSTRUCTION:**

A fine equal to twice the required permit fee, up to \$500.00 per incident

- The above-noted fine shall be levied when a property owner, applicant and/or the owner's or applicant's representative fails to obtain a required building or zoning permit prior to the onset of construction. In addition to this fine, the property owner, applicant and/or the owner's or applicant's representative shall bear any cost to (1) remove, disassemble or otherwise alter and/or reconstruct the improvement so to provide for the required inspections of same, and (2) test any materials, as may be required by the Borough. This fine must be paid prior to the issuance of a building or zoning permit.

**FAILURE TO OBTAIN A USE & OCCUPANCY PERMIT  
PRIOR TO INHABITING A PREMISES:**

A fine of \$150.00 will be imposed on any person(s) inhabiting residential premises without a Use & Occupancy Certificate. If a Use & Occupancy Certificate is not obtained within 15 days a second fine of \$250 will be imposed.

A fine of \$500.00 will be imposed on any business or person(s) inhabiting a commercial building/premises without a Use & Occupancy Certificate. If a Use & Occupancy Certificate is not obtained within 15 days a second fine of \$500.00 will be imposed.

- The above-noted fine shall be levied when a property owner, applicant and/or the owner's or applicant's representative fails to obtain the required Use & Occupancy permit/certificate prior to inhabiting the premises. In addition to this fine, the property owner, applicant and/or the owner's or applicant's representative shall bear any cost to (1) apply for the U&O Permit; (2) make any necessary repairs and/or installations as directed by the inspector; (3) disassemble or otherwise alter and/or reconstruct the improvement so to provide for the required inspections of same; and (4) test any materials, as may be required by the Borough. This fine must be paid prior to the issuance of a Use & Occupancy Certificate.

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**FINES  
(Continued)**

**FAILURE TO OBTAIN RENTAL INSPECTION WITHIN NINETY (90) DAYS:**

A fine of \$100.00 will be imposed on any landlord who does not comply with obtaining a residential rental inspection within ninety (90) days of receiving written notice from the Borough that an inspection is due. Additional \$100.00 fines will be imposed every thirty (30) days the inspection remains incomplete.

**PREMATURE CALLS AND “NO-SHOW” FOR INSPECTIONS:**

\$50.00 fine per incident

- The above-noted fine shall be levied when the applicant and/or the applicant’s representatives fail to show up for a previously-scheduled inspection. This fine shall be paid before any additional inspections are conducted. The above-noted fine shall also be levied when the applicant and/or the applicant’s representative communicates to the Borough that certain work or improvements have been made, and said work or improvements have not been made at the time of a scheduled inspection.

**RETURNED CHECK FEE:**

\$35.00 for any returned check.