

BOROUGH OF EAST STROUDSBURG



BOROUGH OF EAST STROUDSBURG

MONROE COUNTY

COMMONWEALTH OF PENNSYLVANIA

RESOLUTION NO. 2-2021

A RESOLUTION OF EAST STROUDSBURG BOROUGH COUNCIL, MONROE COUNTY, PENNSYLVANIA, AMENDING THE EAST STROUDSBURG BOROUGH FEE SCHEDULE.

WHEREAS, The East Stroudsburg Borough Council has previously adopted the Fee Schedule in Resolution No. 2-2020, and:

WHEREAS, The Borough of East Stroudsburg is amending the Fee Schedule as listed below;

NOW, THEREFORE, BE IT RESOLVED AND ADOPTED by the East Stroudsburg Borough Council, and is hereby adopted by the authority of same as follows:

2021 PERMIT & LICENSE FEE SCHEDULE

***** Returned Check Fee \$35.00 plus any Bank Fees*****

NEW CONSTRUCTION RESIDENTIAL BUILDINGS (ONE & TWO FAMILY DWELLINGS)	
<i>A \$4.50 fee is required to be assessed to each permit issued, in accordance with Pennsylvania Act 36 of 2017.</i>	
TYPE OF PERMIT	FEE
Building	\$684.25 up to 2500 Gross Square Feet, \$11.50 per additional 100 Gross Square Feet or fraction thereof above 2500 Square Feet
Structures Accessory to a Detached Single-Family Dwelling	\$287.50 up to 2500 Gross Square Feet; \$11.50 per 100 Gross Square Feet or fraction thereof above 2500 Gross Square Feet.
Manufactured Homes (HUD Certified)	\$569.25 One and two family dwellings (Utility connections, decks, porches, garages or other attachments additional)
NEW Construction Multi-Family RESIDENTIAL Structures (Apartments)	
<i>A \$4.50 fee is required to be assessed to each permit issued, in accordance with Pennsylvania Act 36 of 2017.</i>	
TYPE OF PERMIT	FEE
Building	\$258.75 up to 500 Gross Square Feet, \$11.50 per 100 Gross Square Feet or fraction thereof above 500 Gross Square Feet

RESIDENTIAL ALTERATIONS***A \$4.50 fee is required to be assessed to each permit issued, in accordance with Pennsylvania Act 36 of 2017.***

TYPE OF PERMIT	FEE
Building	1.725% of total cost of construction (materials and labor) \$143.75 minimum

Residential Additions***A \$4.50 fee is required to be assessed to each permit issued, in accordance with Pennsylvania Act 36 of 2017.***

TYPE OF PERMIT	FEE
Building	\$258.75 up to 500 Gross Square Feet \$11.50 per 100 Gross Square Feet or fraction thereof above 500 Square Feet

RESIDENTIAL ELECTRIC, PLUMBING, MECHANICAL/HVAC, DEMOLITION***A \$4.50 fee is required to be assessed to each permit issued, in accordance with Pennsylvania Act 36 of 2017.***

TYPE OF PERMIT	FEE
Electrical	Rough Wiring: 1 to 20 devices \$34.50; Each additional 20 devices \$5.75; \$86.25 minimum
	Final Wiring: 1 to 20 devices \$34.50; Each additional 20 devices \$5.75; \$86.25 minimum
	Residential New Construction:
	Single Family up to 200 amps \$103.5
	Over 200 amps \$115
	Townhouses:
	\$63.25 Each unit based on 5 or more units per visit
	Service
	Up to 125 Amps: \$115
	126 to 225 Amps: \$143.75
	226 to 600 Amps: \$287.50
	Feeders and Panel Boards: \$57.50
	Heating and Air Conditioning:
	Indoor Heating Appliance: \$86.25
Outdoor Heating appliance: \$86.25	
Combination indoor and outdoor appliance: \$143.75	
Water Heater: \$86.25	
Plumbing/Mechanical/HVAC	Bathroom Fixtures: \$172.50 per bathroom (rough and final)
	Fixtures outside bathroom:
	Rough: \$28.75 per fixture, \$86.25 minimum
	Final: \$28.75 per fixture, \$86.25 minimum
	Heating and Air Conditioning:
	Indoor Heating Appliance: \$86.25
Outdoor Appliance: \$86.25	
Combination Indoor/Outdoor Appliance: \$143.75	
Water Heater: \$86.25	
Re-Inspection Fee	\$86.25

NON-RESIDENTIAL (COMMERCIAL) NEW CONSTRUCTION***A \$4.50 fee is required to be assessed to each permit issued, in accordance with Pennsylvania Act 36 of 2017.***

TYPE OF PERMIT	FEE
Building	\$26.45 per 100 gross square feet or fraction thereof above 100 square feet, \$575 minimum

NON-RESIDENTIAL (COMMERCIAL) ADDITIONS***A \$4.50 fee is required to be assessed to each permit issued, in accordance with Pennsylvania Act 36 of 2017.***

TYPE OF PERMIT	FEE
----------------	-----

Building	\$26.45 per 100 gross square feet or fraction thereof above 100 square feet, \$287.50 minimum
NON-RESIDENTIAL (COMMERCIAL) ALTERATIONS	
<i>A \$4.50 fee is required to be assessed to each permit issued, in accordance with Pennsylvania Act 36 of 2017.</i>	
TYPE OF PERMIT	FEE
Building	\$34.50 per 100 gross square feet or fraction thereof, \$546.25 minimum
NON-RESIDENTIAL (COMMERCIAL) ELECTRIC, MECHANICAL, PLUMBING FIRE SUPPRESSION AND DEMOLITION	
<i>A \$4.50 fee is required to be assessed to each permit issued, in accordance with Pennsylvania Act 36 of 2017.</i>	
Electric	Rough Wiring
	Up to 20 Devices: \$46
	21 to 90 devices \$86.25, \$86.25 minimum
	Final Wiring
	Up to 20 Devices: \$46
	21 to 90 devices \$86.25, \$86.25 minimum
	Service
	Up to 125 Amps: \$115
	126 to 225 Amps: \$143.75
	226 up to 600 Amps: \$287.50, over 600 Amps must be submitted for review
	Feeders and Panel Boards
	Under 600 Amps: \$57.50
	Over 600 Amps: \$690
	Signs
	First sign: \$86.25
	Each Additional sign at same location at same time: \$5.75
	Motors and Generators
	Up to 49 HP: \$40.25
	Each Additional up to 49 HP: \$5.75
	50 to 100 HP: \$57.50
	Over 100 HP must be submitted for review.
	Transformers, Vaults and Enclosures
	<500KV: \$115
	>500KV and <1000KV: \$172.50
	>1000KV must be submitted for review
	Swimming Pools/Spas
	3-year State Certification: \$345
Heating and Air Conditioning	
1.725% of total cost of construction (labor and material) \$287.50 minimum	
Mechanical/HVAC	Appliances
	Rough, per individual appliance: \$28.75; \$86.25 minimum
	Final, per individual appliance: \$28.75, \$86.25 minimum
	Commercial Hood and Duct Systems and Process Equipment Exhausts
2% of total cost of construction (materials and labor): \$300 minimum	
Plumbing	Fixtures
	First 7 fixtures: \$115; Each additional fixture: \$17.25; \$115 minimum
Fire Suppression and Detection Systems	Fire Sprinkler Systems
	1 to 200 heads: \$402.50
	Each additional head over 200: \$0.58 per head
	Fire Detection/Alarm Systems
	First 10 devices per floor: \$86.25, each additional device per floor: \$1.15
Ansul or Alternate Fire Suppression System	
2.3% of total cost of construction (material and labor): \$345 minimum	
Re-Inspection	\$86.25

Demolition	Buildings up to 10,000 square feet: \$172.50, \$28.75 per 1,000 gross square feet or fraction thereof above 10,000 square feet.
------------	---------------------------------------------------------------------------------------------------------------------------------

**Uniform Construction Code
(UCC) Plan Review**

A \$4.50 fee is required to be assessed to each permit issued, in accordance with Pennsylvania Act 36 of 2017.

New Construction	\$9.75 per 100 gross square feet, \$575 minimum
Renovation/Alteration? Change of Use	\$9.75 per 100 gross square feet, \$258.75 minimum
Estimated value over \$6,000,000	\$6,210 plus \$0.00046 of the estimated value over \$6,000,000
Electrical, Mechanical and Plumbing	28.75% of the building plan review fee for each discipline; minimum fee of \$287.50

BUILDING (Miscellaneous)

A \$4.50 fee is required to be assessed to each permit issued, in accordance with Pennsylvania Act 36 of 2017.

TYPE OF PERMIT	FEE
Swimming Pool: More than 24 inches of water	\$143.75 Above Ground \$258.75 in Ground
Decks	\$143.75 up to 200 Gross Square Feet; \$11.50 per 100 Gross Square Feet or fraction thereof above 200 square feet
Fuel Storage Tank (over 550 gal. capacity)	\$402.50 for each 1000-gallon capacity or fraction thereof
Miscellaneous Construction (cell towers, retaining walls, roofs, ramps, etc..)	2.3% total construction cost (materials and labor); \$115 minimum

ZONING PERMITS

TYPE OF PERMIT	FEE
Sheds: Under 500 Gross Square Feet.	\$35 per structure
Sheds: Over 500 Gross Square Feet but less than 1000 Gross Square Feet.	\$125 per structure
Temporary Trailer/Bldg.	\$125 per unit
Fence	\$35
Certificate of Nonconformance	\$200
Home Occupation	\$55
Certificate of Occupancy	\$55 per inspection
Zoning (Land Use/Change of Use)	\$55
Curb Cut	\$125
Dumpster/Roll-Off Box	\$50 residential or commercial on Street
Dumpster/Roll-Off Box Deposit	\$75 residential or commercial
Dumpster/Roll-Off Box Parking/service fee per day	\$15 per utilized space in a Borough parking lot or metered space
Signs: (Sandwich Board)	\$50 flat rate for permit; annual license renewal of \$50

SOLICITOR AND ENGINEER

Solicitor review of Documents and negotiations	\$175 per hour plus costs; Paralegal \$75 per hour
Solicitor Litigation	\$200 per hour plus costs; Paralegal \$85 per hour
Borough Consulting Engineer	R.K.R. Hess: Principal/Senior Engineer \$114 per hour plus costs Engineer \$60 - \$114 per hour plus costs Construction Observer \$85 - \$114 per hour plus costs Project Designer \$70 - \$105 per hour plus costs Computer Technician \$55 - \$114 per hour plus costs Survey Staff \$55 - \$114 per hour plus costs Water/Wastewater Operator \$55 - \$75 per hour plus costs Technician: \$50 - \$75 per hour plus costs Word Processing/Administrative \$55 - \$65 per hour plus costs Glance Associates: \$135 per hour plus costs

ZONING HEARING BOARD

Commercial/Residential Use	\$600	NOTE: For both use types, any expenses above the application fee shall be billed to the applicant, except for the ZHB Solicitor's fees.
Appeal	\$600	NOTE: For both use types, any expenses above the application fee shall be billed to the applicant, except for the ZHB Solicitor's fees.
Application for Zoning Permit	\$55	
Zoning Compliance Inspection and/or Review Letter	\$65	
Conditional Use Application	\$550	
Time Extension Request	\$50 per extension	

REGULATED RENTAL PROPERTIES

Annual License	\$62 per Regulated Rental Unit (complexes with less than 30 units) \$40 per Regulated Rental Unit (complexes with 30 or more units)
Late Fee	\$25 per Regulated Rental Unit \$25 per each additional month thereafter
Inspection Fee 3 rd and subsequent inspection	\$50 per inspection
Reinstatement Fee (revoked/suspended License)	\$115 per unit per reinstatement
Rescheduled Inspection Fee	\$115 per rescheduled inspection per unit
Appeal to Property Maintenance Board of Appeals	\$600 plus 50% of actual cost for Stenographic record
No Show or No Access to Unit	\$50 per unit in addition to Rescheduled Inspection Fee

PLANNING COMMISSION

Subdivision/ Land Development	\$750 + \$100 per each additional lot NOTE: In addition, the applicant shall pay any engineering costs incurred by the Borough prior to approval of the final plan in the event said costs exceed the initial fee paid.
Zoning Map Change, Amendment/Rezoning	\$1,500

HEALTH LICENSE

Take-out/No Seating	\$175 annually
Coffee License, establishments serving only coffee and	\$75 annually

prepackaged goods	
Renewals: Seating Capacity- up to 25	\$200 annually
Renewals: Seating Capacity – 26 through 50	\$250 annually
Renewals: Seating Capacity – greater than 50	\$300 annually
Mobile Eating & Drinking License	\$175 annually
Retail Food Establishment (pre-packaged only, potentially hazardous foods)	\$125 annually
Food Warehousing only	\$45 annually
Duplicate Food License	\$10.00
Re-inspection fees	First re-inspection: \$150 Second and subsequent re-inspection: \$200
Non-Profit Establishments	\$75 per year
Temporary Health License	\$100 per day for day 1; \$25 each day for days 2 through 5
Farmers Market/Farm Stand Health License	\$30 per location, per year
Late Payment Fees	20% of license fee

INTERMUNICIPAL LIQUOR LICENSE TRANSFER

Initial Application	\$1,000
Additional Hearings	\$550 each
Official transcript	Actual cost

WATER SERVICE

EBU Fee	\$42 per Quarter or as amended by Resolution of Borough Council		
Tapping Fees EDU	\$1,795 per EDU		
Consumption Fee	\$0.333 per 100 Gallons		
Minimum Connection Fee	Meter Size	Service Lateral, Meter& Curb Stop Installation	Meter and installation
	5/8"	\$550	\$305
	3/4"	\$600	\$355
	1"	\$650	\$415
Private Fire Hydrant	\$150 per year		
Fire Suppression/Sprinkler System Connection	Line Size	Annual Fee	
	<3"	\$150	
	4"	\$180	
	6"	\$400	
	8"	\$600	
	10"+	\$800	
Shut Off Fee	\$50 per shut off event		
Water Service Restoration Fee	\$50 Per restoration of service event		
Bulk Water Usage Fee	\$2.40 per 1000 gallons		
Temporary Water Service	\$300 per applicant plus \$0.333 per 100 Gallons		

Temporary Water Service Deposit	\$550 per applicant
Meter Test Deposit	\$50 per meter
SEWER/STORMWATER	
Sewer Allocation (EDU)	\$3,529 per EDU (for use of our sewer) \$250 for connection to main (street department does hook-up)
Basic Sewer Rate EBU	\$45.00 per quarter
Consumption or Usage Fee	\$0.322 per 100 Gallons (\$0.85 per Kiloliter for all usage)
Sewer Service Shut off Fee	\$25.00 per shut off event
Sewer Service Restoration Fee	\$25.00 per restoration event
Bulk Sewer Usage Charge	\$2.40 per 1000 Gallons of Bulk Sewer Usage
Temporary Sewer Service fee	\$300.00 per application
Temporary Sewer Service Deposit	\$550.00 per application
Sewer Line Survey Fee	\$250.00 per service line, per survey
Storm water Drainage Plan (Resolution #12-89)	\$300, plus \$300 per acre, or fraction thereof, up to and including 10 acres, and \$100 per acre, or fraction thereof, for more than 10 acres, plus the amount for engineering and other consultants review.
All Other Drainage Plans	\$50 up to 800 SF of drainage area; or \$100 for more than 800 SF of drainage plus \$5 per 1000 SF or fraction thereof; plus the actual cost of engineering and other consultant review costs.
Industrial Pre-treatment Application Renewal	\$600
Industrial Pre-treatment modification of permits	\$150
STREET OPENINGS	
Street Opening Application	\$250
Deposit	\$75 per square foot of pavement disturbance not to exceed a total of \$5,000
Inspection Fee	\$250 per inspection for any restoration work requiring Mill and Overlay of the wearing surface
Emergency Street Opening Fee	\$100 per opening
Degradation Fee	See attached Appendix "A"
PARKING	
Handi-cap Parking Space Application/Installation	\$50
Long-term Lease Borough Parking Lot Fee	Annual: \$275 per space Semiannual: \$150 per space Quarterly: \$75 per space Overnight Visitor: 1 to 5 nights \$5.00 6 to 30 nights \$30.00
Residential Parking Permit	Bi-annually: \$10 per permit, Maximum of 3 permits per household Replacement Permit: \$5 Visitor pass: \$5
Meter Bags	Institutional District: \$7 per day Commercial District: \$5 per day
PARADES AND EVENTS	
Application Fee	\$25
Deposit	Up to 50 participants: \$50 51 to 250 participants: \$150 251+ participants: \$500
Parade/Event Fee	No Borough Staff support during event: \$50 Borough Staff support during event: \$500
Special Event Open Container Application Fee	\$50
Special Event Open Container Permit Fee	\$500

PUBLIC WORKS

Personnel	Employee's current hourly rate plus direct costs of employment
Equipment	Current FEMA Rates
Material	Actual replacement cost
Removal and storage of shopping carts	\$15 per cart

PEDDLERS LICENSES

Peddlers/Solicitors License	\$30 per day; \$60 per week; \$120 per month
Temporary Retail Business	\$75 per day; \$300 per week; \$600 per month
Late Payment Fees	20% of license fee

ADMINISTRATIVE FEES

Mailing Fees	Actual Postage plus \$2.00
Photocopy Fee	\$0.25 per page (black and white only)
Search of Borough Records	\$35 per hour; ½ hour minimum charge
Return Check Fee	\$35 per item, plus bank service charges, if any
Real Estate Closing Final Figures request	\$55 per request/update, per property
Notary Fee	\$15 per document

ALARMS

Newly Installed Alarm	\$25
Transfer of Ownership	\$10
Annual Renewal	\$5
3 rd and Subsequent False Alarm Residential Property	\$15 Police \$25 Fire
3 rd and Subsequent False Alarm Commercial Property	\$50 Police \$100 Fire

BOOKS/MATERIALS

Code of Ordinance	\$275
Zoning Ordinance	\$75
Subdivision and Land Development Code (SALDO)	\$50
Stormwater Ordinance	\$35
Zoning Map (Large)	\$3

LAWN / YARD / GARAGESALE

One to three families (one location)	\$5
Multi-family Permit (multiple locations) (4 to 8 families)	\$20
Organizational Permit	\$45

RESOLVED AND ADOPTED THIS 5th day of January, 2021.

BOROUGH OF EAST STROUDSBURG

BY:

William T. Reese, Council President

ATTEST:

Brian S. Bond, Borough Manager

(Seal)