

# BOROUGH OF POTTSTOWN 2016 FEE SCHEDULE

(Alphabetical by Description and/or Department)

**01.331.160**    **A. ACCOUNTS RECEIVABLE, GENERAL** [§1501 Ord.2043 2007; Res. 2008-39]; [Res. 2009-38]

Standard Penalty and Interest

- |    |   |                                 |
|----|---|---------------------------------|
| 1. | Penalty Fee for Payment Beyond 30 day           | \$15.00 one-time penalty fee    |
| 2. | Interest accrued monthly on outstanding balance | 10% on paid bal. billed monthly |

**APPLICABILITY-** These conditions shall be applicable to all fees contained in the Borough’s Comprehensive Fee Resolution adopted July 7, 1995, as amended.

**AMENDMENTS TO EXISTING ORDINANCES -** The applicable Sections of the Code of Ordinances of the Borough of Pottstown, which established the fees described below, are hereby amended to permit the imposition of a standard penalty and interest rate for all fees incurred after the effective date of amendments.

**ESTABLISHMENT OF STANDARD AND PENALTY INTEREST -** All fees, as established in the Borough’s Comprehensive Fee Resolution adopted July 7, 1995, as amended, shall be payable to the Borough of Pottstown within 30 days. If said bills are not paid and received within 30 days from the date of the bill, a penalty fee of \$15 shall be added; and interest shall accrue at 10% and billed each month on the remaining balance. [Res. 2009-38, §12 (Ord. 1825, 5/13/1996, §§ 1-3)]

**B. CONTRIBUTIONS** – SEE E.a. & E.b. and attached policy dated 12-09-2009 Appendix C

**01.322.820**    **C. DONATION BINS** –

- |    |  |                            |
|----|--|----------------------------|
| 1. | Annual permit application fee  | \$50.00 annually           |
| 2. | Security Deposit escrow fee to be held until bin is removed or there is a violation of the ordinance | \$500.00 security deposit  |
| 3. | Ordinance violation – upon conviction  | \$600.00 per day/violation |

**D. FEE IN LIEU OF** – SEE Attached policy dated 12-09-2009 Appendix C (§503-507 Boro Code)

- |                   |   |                              |
|-------------------|---|------------------------------|
|                   | 1. Undesignated – split 50/50 as follows:                               | Amt. set at pre-constr. mtgs |
| <b>01.387.115</b> | a. General Fund Operating Reserve                                       |                              |
| <b>31.387.115</b> | b. Capital Fund Savings Reserve   |                              |
| <b>31.387.400</b> | 2. Parks Shade Trees, Open Space Trees, Street Trees, Parking Lot Trees | \$350.00 per tree            |

**E. FIRE MARSHAL FEES** [Res 2014-18]

- |                   |  |   |
|-------------------|--|---|
| <b>14.362.450</b> | 1. Apartments - Building inspections   | \$120.00  |
| <b>14.362.450</b> | 2. Auto Wrecking Yards/Scrap Yards   | \$120.00  |
| <b>14.362.450</b> | 3. Bonfires/Open Burning   | \$60.00 permit  |
| <b>14.362.410</b> | 4. Fire Building Permit Fees [ <u>Res. 2008-39; Res. 2009-6</u> ] [ <u>Res. 2010-1</u> ]<br>(Also listed under L & I 01.362.410) | \$60 for first \$2,000 cost and then 3 %<br>on the costs in excess of 2,000 |
|                   | a. Construction Permit [ <u>Res. 2008-39; Res. 2009-6</u> ] [ <u>Res. 2010-1</u> ]   |   |
| <b>14.362.450</b> | 5. Child/Adult Day Care  |   |
|                   | a. Class A – 100 Plus  | \$120.00  |
|                   | b. Class B – 7 to 99   | \$90.00   |
|                   | c. Class C – 1 to 6  | \$30.00   |
| <b>14.362.450</b> | 6. Circuses/Carnivals – Permit and Inspection  | \$60.00   |
| <b>14.362.450</b> | 7. Demolition with welding or burning required -inspection   | \$60.00   |
| <b>14.362.450</b> | 8. Dormitories – (Off campus), group homes   |   |
|                   | a. Class A – over 50 occupants   | \$130.00  |
|                   | b. Class B – 0 to 50 occupants   | \$60.00   |

2016 Borough Fee Schedule – cont'd

<b>14.362.450</b>	9. Educational Institutions:	
	a. Colleges, Universities, Business Schools	
	1. Class "A" 1,500 Students and Up	\$825.00
	2. Class "B" 1,000 to 1,499	\$400.00
	3. Class "C" 0 to 999	\$200.00
	b. Public and Private Schools – per building	\$60.00
<b>14.362.130</b>	10. False Fire Alarm Response	\$300.00
<b>14.362.112</b>	11. Fire Incident Reports (see also "Photos")	\$25.00
<b>14.362.450</b>	12. Fireworks Display/Storage	\$60.00
<b>14.362.450</b>	13. Garages/Auto Repair	\$60.00
<b>14.362.450</b>	14. High Rise Buildings – five or more stories [Res.2012-27]	\$120.00
<b>14.362.450</b>	15. Hospitals, Nursing Homes, Rehabilitation Centers and Other "Institutional" groups not set elsewhere	
	a. Class A – 601 beds and up	\$550.00
	b. Class B – 401-600	\$450.00
	c. Class C – 201-400	\$350.00
	d. Class D – 0-200	\$250.00
<b>14.362.450</b>	16. Hotels/Motels [Res. 2012-27]	
	a. 3 floors or less	\$60.00
	b. more than 3 floors	\$90.00
<b>14.362.450</b>	17. Mixed Uses	Highest Scheduled Fee Shown
<b>14.362.112</b>	18. Photos – Fire Investigations [Res. 2012-27]	\$30 – per CD
<b>14.362.450</b>	19. Places of assembly	
	a. Class A – 1,000 plus	\$300.00
	b. Class B – 300-999	\$180.00
	c. Class C – 50 – 299	\$120.00
	d. Class D – less than 50	\$60.00
<b>14.362.450</b>	20. Retail Stores/Commercial Operations [Res. 2012-27]	
	a. Large Industrial/Commercial	
	1. Low Hazard Occupancy (Business, Retail, etc.)	5,001- 10,000 sq. ft. - \$160 10,001- 100,000 sq. ft. - \$210 100,000 or more sq. ft. - \$260
	2. High Hazard Occupancy (Mfg., Warehouse, etc.)	5,001- 10,000 sq. ft. - \$250 10,001- 100,000 sq. ft. - \$300 100,000 or more sq. ft. - \$400
<b>14.362.410</b>	21. Tents over 500 square feet	\$60.00
<b>14.362.410</b>	22. Use of Open Flames at Performance or Event	\$60.00
<b>01.362.103</b>	<b>F. FIRE POLICE</b> –use of their service- if Borough covers workers compensation	\$10.00 per hour per officer
	<b>G. GRADING AND EXCAVATING</b> [Res. 2002-16]	
<b>01.362.410</b>	1. Base Grading Permit Fee	\$100.00
<b>Thru escrow</b>	2. Engineering, Review and Inspection Escrow for third party fees**	
	a. Area of Disturbance:	
	1. Less than 1,000 square feet	\$350.00
	2. 1,000 to 5,000 square feet	\$500.00 plus \$25.00 Per 1,000 square feet
	3. Greater than 5,000 square feet	\$750.00 plus \$20.00 Per 1,000 square feet

## 2016 Borough Fee Schedule – cont'd

\*\*The Borough reserves the right to impose additional fees for engineering, review and inspection costs over and above the established fee to ensure proper review of the plan and inspection of the project and certification of proper completion. Any monies remaining in the engineering, review and inspection fee shall be refunded to the applicant upon written request of the applicant.

### **H. HANGAR RENTALS** [Res. 2008-39], [Res.2010-37], [Res 2014-18], [Res. 2016-22]

<b>09.342.202</b>	1. Penalty for Delinquent Hangar Rental	\$30.00 per month, plus mailing costs
<b>09.342.202</b>	2. OH -Rental Monthly “Original” Hangar Fees	\$253.00 per month or \$3,036 per year
<b>09.342.202</b>	3. NH -Rental Monthly “New” T-Hangar Fees	\$339.00 per month or \$4,068 per year
<b>09.342.203</b>	4. TD - Rental Monthly Tie Downs	\$84.00 per month or \$1,008 per year
	5. Options for tiered payments and penalties:	
	a. paying rent annually – no service charge	3% discount
	b. paying rent semi-annual - \$3.00 service charge per bill	1% discount
	c. paying rent quarterly - \$1.50 service charge per bill	.5% discount
	d. paying rent monthly - \$1.00 service charge per bill	NO discount

### **01.362.415 I. HAZARDOUS MATERIAL CLEAN-UP** (10, §211) [Res. 7/12/1999B], [Res 2014-18]

1. Residual Highway Waste Cleanup:	
a. Per passenger car and/or truck to 1 ½ ton rating	\$60.00
b. Per truck over 1 ½ ton rating or special use vehicles	\$90.00
2. Hazardous spill, control and/or cleanup (to include fuel oil)	\$120.00 per unit, plus cost of clean up materials used

### **01.365.500 J. KENNEL (Animal) BOARDING** [Res. 2002-41; Res. 2008-39]; [Res. 2010-10], [Res. 2014-18], [Res. 2015-3], [Re, 2016-21],

1. Fee for kennel provided animal is retrieved between 8:00 am and 5:00 p.m.	\$30.00 per day plus extra \$40 if Picked up after 5:00 p.m. any day
2. Fee for kennel if animal is retrieved before 11:00 am following day	no add'l cost
3. After 11:00 am on the subsequent day, the daily rate shall apply	\$30.00 per day plus extra \$40 if picked up after 5:00 p.m. any day
4. Annual municipal user Kennel Fee	\$500.00 per year

### **K. LAND DEVELOPMENT APPLICATION** – see SUBDIVISION

### **L. LICENSES AND GENERAL BUSINESS REGULATIONS** –

**For further Licenses and permits refer to Section E – Fire Marshal & Section P - Permits**

<b>01.321.450</b>	1. Adult annual business license fee (13, §705) [Res. 8/9/1999D]	\$750.00
	a. Annual application, investigation and license fee for business employee license	\$250.00
<b>01.321.450</b>	1. Alarm Device Business License – Installer (13, §103) [Res.2003-36; Res. 2007-1; [Res. 2009-38]	through third party with Police Dept.
<b>01.321.710</b>	2. Amusement Machine License [Res. 2003-36]	\$70.00 per year, per machine
<b>01.321.450</b>	3. Auction House – <b>SEE</b> General Business License (13, §301)	
<b>01.321.450</b>	4. Bill-Posting License (13, §301)	no charge
<b>01.321.450</b>	5. Circus License (13, §301), [Res. 2014-18]	
	a. one (1) Ring	\$60.00 per day
	b. (more than 1 ring)	\$120.00 per day
	c. Wild West shows or more than 1 ring	\$200.00 per day
<b>01.321.700</b>	6. Coin Vending Machine License [Res. 2003-36; Res.2007-1], [Res. 2014-18]	\$40.00
<b>01.321.400</b>	7. Contractor License (General) [Res. 20030-36; Res. 2007-1] [Res. 2010-10]	\$100.00
<b>01.321.450</b>	8. Dry Cleaners License	<b>SEE</b> General Business License

2016 Borough Fee Schedule – cont'd

<b>01.321.610</b>	9. Electrician - [Res. 2009-38]	
	a. Master, Standard Master, Standard Maintenance or Standard Residential	\$100.00 per year
	b. Journeyman or Standard Journeyman,	\$75.00
	c. Apprentice	\$50.00
<b>01.321.730</b>	11. Flyer (Vendor) Distribution [Res. 2005-17]	\$25.00 per person per day
<b>01.321.640</b>	12. Garage License [Res. 2007-1] ; [Res. 2009-38]	\$100.00 per year
<b>01.321.450</b>	13. General Business License [Res. 2008.39]	\$100.00 per year
<b>01.321.450</b>	14. Home Occupation Permit (§504(4)) [Res. 2015-19]	\$25.00 one-time per occupation
<b>01.321.720</b>	15. Jukebox Music License Fee (13, §301) [Res. 2003-36]	\$70.00 per machine
<b>01.321.320</b>	16. Junkyard License [Res. 2007-1]	\$65.00 per year
<b>01.321.620</b>	16. Mechanical – Standard Master – HVAC A/C or Heat [Res. 2009-38]	\$100.00 per year
<b>01.321.620</b>	17. Mechanical –Standard Journeyman [Res. 2003-36]	\$75.00 per year
<b>01.321.620</b>	18. Pawn Broker License [Res. 2003-36]	\$100.00 per year
<b>01.321.700</b>	19. Pinball Machine License (coin vending) (13, §301) [Res. 2003-36]	\$70.00 per year
<b>01.321.600</b>	20. Plumbing [Res. 2003-36; Res 2006-15; Res. 2007-1; Res. 2008-39]; [Res. 2009-38], [Res. 2014-18]	
	a. Master Plumber, Standard Master, Master Plumber w/ gas, or Standard Residential (non resident) (5, §420)	\$100.00 per year
	b. Journeyman Plumber, Standard Journeyman, or Standard Journeyman w/ gas	\$75.00 per year
	c. Apprentice License (5, §419)	\$50.00 per year
<b>01.321.730</b>	21. Sample Merchants & Solicitors License (13, §301) [Res. 2007-1], [Res. 2014-18]	\$100.00 per year
<b>01.321.730</b>	22. Transient Retail –Vendor Merchants License	
	a. By Vehicle (13, §301)	\$250.00 per year
	b. Semi-Permanent Location (13, §301)	\$345.00 per month
	c. Without Permanent Residence in Borough (13, §301)	\$345.00 per day
<b>M. PARK and RECREATION FACILITY FEES</b> – [Res. 2009-38, Res. 2016-22] see attached <b>APPENDIX A</b>		
<b>01.331.140</b>	<b>N. PARKING</b> [Res. 2005-17] <b>see also Parking Sect. 410(1) of Borough Code</b> [Ord. 2120 01-13-14]	
	1. Handicap Space Application	\$10.00
	2. Handicap Space Signs and Paintings	\$125.00
	3. Parking Violations of § 402(1)(A)(B)(C) of Borough Code [Ord. 2124]	\$30 plus prosecution costs
	4. Parking Violations of §402(1)(K) or §404 of Borough Code [Ord. 2124]	\$40 plus prosecution costs
	5. Parking Violations of §402(1)(E)(F)(G)(H) of Borough Code [Ord. 2124]	\$50 plus prosecution costs
	6. Parking Violations of §409 of Borough Code [Ord. 2124]	\$30 plus prosecution costs
	7. Parking Violations of any other part of §402, 409, 410 [Ord. 2124]	\$25 plus prosecution costs
	8. Failure to properly display residential parking permit §409(8)(A) [Ord.2124]	\$5
	This fee shall be imposed on individuals whether or not any additional citation or ticket is issued.	
	9. Parking Violation of §406.1(B)(1) non-seasonal vehicle/equip. [Ord.2124]	
	a. First offense	dbl daily permit fee per size of unit
	b. subsequent offenses	trpl daily permit fee per size of unit/day



2016 Borough Fee Schedule – cont'd

<b>01.362.451</b>	10. Use and Occupancy Permits <b>PROPERTY TRANSFERS *** (NOT A RENTAL INSPECTION)</b> [Res. 2003-36; Res. 2006-15; Res. 2007-1; Res. 2009-06]; [Res. 2009-38]	
	a. Residential	\$115.00 per unit;
	b. Commercial [Res. 2013-10]	\$115.00 up to 2,500 sq.ft. and then \$115.00 ea. add'l 2,500 sq. ft. or fraction thereof
	c. Re-inspection for Residential or Commercial Property Transfer If initial failed and called to make second inspection, which resulted in some items still not done – next inspect is another \$40 (third inspection after initial)	\$40.00 per unit
	d. Industrial/Institutional	\$3,000 min/\$5,000 max
<b>01.362.440</b>	11. Vacant Property Ordinance Fees [Ord.2139 ( §1509) 7-13-15]	
	a. A non-refundable annual registration fee from a mortgage company, servicer, trustee or owner; third-party registrations are not permitted with Borough consent	\$200.00 per property annually
	b. Violations of this section of the code	\$1,000 not to exceed; Plus legal costs
	c. Properties posing serious threat to public health, welfare, etc. the L & I Dept. must secure the property at expense of the mortgage company, services, trustee or owner. If invoice is not Paid in 30 days, admin fee plus reasonable legal & lien file costs \$500.00 admin fee	
<b>01.361.330</b>	12. Zoning Permits	
	a. Sign Permit Application Fees [Res. 2002-41]	
	a. Signs up to 6 square feet	\$30.00
	b. Signs from 6 square feet to 25 square feet	\$75.00
	c. Signs over 25 square feet	\$200.00
	b. Fences, sidewalks, accessory structures/sheds (120 sq.ft or less)	\$60.00
<b>01.361.330</b>	c. Adult Business (Zoning) Permit (13, §705) [Res. 8/9/1999D]	
	a. Application and investigation fee to accompany application for adult business license (new license or renewal of an existing)	\$1,500.00

**Q. PLAN REVIEWS – LICENSING AND INSPECTIONS**

<b>01.361.310</b>	1. Reviews (based on square footage) individually with in-house review Collectively third party review	\$0.05 per sq. ft. (\$50.00 minimum) \$0.40 per sq. ft. (\$250.00 minimum)
	a. Accessibility Review [Res. 2008-39]	
	b. Energy Conservation (insulation etc.) Review [Res. 2008-39]	
	c. Mechanical Review [Res. 2008-39]	
	d. Electrical Plan Review -	minimum \$250.00
	e. Plan Review - Residential- [Res 12 2010-10], [Res.2010-37]	
	f. Plan Review – Commercial [Res 2009-16], [Res 2011-8]	
	g. Plumbing Review [2008-39]	
	h. Alarm Plan Review –	minimum \$250.00
	i. Sprinkler Plan Review	minimum \$250.00
	j. Residential Alterations – i.e. renovations, decks, porches, patios, patio enclosures, canopies and completion of unfinished spaces such as basements	\$0.40 per sq. ft. (\$100 minimum)
<b>01.361.320</b>	2. Appeals to the Construction Code Board of Appeals [Res. 2005-27]	
	a. Appeal where a hearing is requested	\$850.00
	b. Appeal where no hearing is requested	\$200.00

**46.380.200 R. POTTSTOWN AREA RAPID TRANSIT - PART** – [Res.2013-10], [Res 2014-18], [Res. 2016-22]

		<b>One Way</b>
	1. Base Fare – Adult	\$2.00
	2. Student (Age 6 to 18 with student ID)	\$1.00
	3. Children under “Fare Box Height”	two children ride FREE with full fare paying adult
	4. Each Additional Child under “Fare Box Height” w/full paying adult	\$.25
	5. Disabled/Medicare Card User (with valid Half-Fare Card)	\$1.00

2016 Borough Fee Schedule – cont'd

6. Seniors – FREE (65 and over with Transit ID or Medicare Card)	----
7. Transfer	\$ .75
8. Para-transit Fare	\$4.00
9. Multi-ride pass – full fare –bulk purchase for ten rides	\$20.00
10. Multi-ride pass – half fare –bulk purchase for ten rides	\$10.00
11. Multi-ride Transfer pass - bulk purchase for ten rides	\$7.50
12. Round Trip Full Fare	\$4.00
13. Round Trip Half Fare	\$2.00
14. Round Trip Transfer	\$1.50
15. Replacement Discount Cards	
a. Cards issued prior to 01-01-05 are allowed 1 replacement card at no charge	
1. SECOND replacement card	\$5.00
2. THIRD and any additional thereafter	\$25.00

**01.361.710 S. PHOTOCOPYING CHARGES**

(Also see Right to Know section, and Records) [Res. 2009-38]

1. Letter, Legal, and Ledger (11X17)	\$ .25 each copy
2. Plan size 18" X 24"	\$1.50 each
3. Plan size 24" X 36"	\$2.00 each
4. Plan size 30" X 42"	\$3.50 each

**T. POLICE AND SPECIAL POLICE SERVICES**

<b>01.362.112</b>	1. Accident Report Photos [Res.2003-36]	
	a. for black and white photographs	\$5.00 each.
	b. for digital color photographs	\$10.00 each
<b>01.362.103</b>	2. Barricade Use [Res. 2005-17]; [2013-26]; [2013-26]	
	a. Small Wooden Barricade	\$1.50 per day no resolution
	b. Large Wooden Barricade	\$2.50 per day no resolution
	c. Metal Barricade	\$4.00 per day no resolution
	d. Lighted Barricade	\$10.00 per day no resolution
<b>01.362.103</b>	3. Bicycles (13, §302)	
	a. Registration and Tagging	\$1.00
	b. Duplicate Registration Card	\$.50
<b>01.363.221</b>	4. Blocking of Parking Spaces [Res. 2005-17]; [2013-26]	
	A. with Trash Dumpster or any waste container	
	1. up to 10-yard dumpster	\$4.00 per day - no Res.
	2. 11 to 15-yard dumpster	\$5.50 per day – no Res.
	3. 16 to 20-yard dumpster	\$8.00 per day – no Res.
	4. 21 to 30-yard dumpster	\$12.00 per day – no Res.
	5. 31 to 40-yard dumpster	\$20.00 per day – no Res.
	B. with Storage Pods/Storage Trailers/Storage Containers	
	1. 5 to 12 feet	\$4.00 per day – no Res.
	2. 13 to 20 feet	\$8.00 per day – no Res.
	3. 21 to 30 feet	\$15.00 per day – no Res.
	4. 31 feet and over	\$25.00 per day – no Res.
<b>01.362.103</b>	5. Escort Services (1, §317)	\$10.00 per hour
<b>01.362.150</b>	6. False 911 Calls [Res. 2005-17]	\$10.00 per occurrence
	7. False Alarm - see "Security Alarms"	
<b>01.362.103</b>	8. Fingerprinting - Employment Related [Res. 20030-36]	\$25.00
<b>01.362.103</b>	9. Fire Police [Res. 2005-17] (If Borough covers workers compensation)	\$10.00/hour per officer
<b>01.362.103</b>	10. Functions on school property needing security (4 hour minimum) (1, §321) [Res. 2005-17], [Res. 2016-22]	\$65.00 per hour
<b>01.362.103</b>	11. Intoxilyzer/BAC Datamaster Tests [Res. 2005-17]	\$50.00 per prisoner per occurrence
<b>01.362.102</b>	12. Live Scan processing [Res. 2005-17]	\$100.00 per prisoner per Occurrence
<b>01.362.103</b>	13. Local Record Check [Res. 2003-36]	\$10.00
<b>01.362.112</b>	14. Motor Vehicle Accident Report	\$15.00
<b>01.362.103</b>	15. Outside Agency and arraignments handled by CPO [Res. 2005-17; [Res. 2008-39]	
	a. Arrestee processing fee only	\$50.00 per instance
	b. Arrestee Video arraignment fee	\$50.00 per instance
	c. Arrestee processing and video arraignment fee	\$100.00 per instance
	d. Arrestee incarceration/processing/video arraignment fee	\$175.00 per instance

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<b>01.362.101</b>	16. Outside Agency Incarceration (cell holding) [Res. 2003-36]	\$100.00
<b>01.362.103</b>	17. Outside Agency Line-up Assist (CPIN/JNET) [Res. 2009-38]	\$35.00 initial lineup; \$25 ea. add'l.
<b>01.362.103</b>	18. Outside Agency Processing Assist by Civ. Staff (CPIN) [Res. 2009-38]	\$25.00 fee
<b>01.362.103</b>	19. Outside Agency Processing – Damages to CPIN [Res. 2009-38]	\$50.00 per hour to make Repairs
<b>01.362.103</b>	20. Outside Services (1, §321) [Res. 2003-36], [Res. 2016-22]	\$75.00 per hour
<b>01.362.150</b>	21. Police Service Costs (10, §202) [Res. 2012-22]	\$100.00 for each response
<b>01.362.112</b>	22. Police Reports [Res. 2003-36]	\$15.00
<b>01.362.120</b>	23. Security Alarm Permit – to do business [Res. 2011-5]	\$200.00 per alarm
<b>01.362.120</b>	24. Security Alarm Application Fee – [Res. 2011-5]	\$35.00 Residential per yr. \$70.00 Comm. Burglary per yr. \$100.00 Duress/Hold up per yr.
<b>01.362.130</b>	25. Security Alarm Manual Reset Fee – [Res. 2011-5]	\$100.00 per residential per year
<b>01.362.130</b>	26. Security Alarm Excessive Charges - Response Fee – [Res. 2011-5]	\$50 - 3 <sup>rd</sup> duress & 4 <sup>th</sup> & 5 <sup>th</sup> burglary \$100 4 <sup>th</sup> , 5 <sup>th</sup> duress; 6 <sup>th</sup> , 7 <sup>th</sup> burglary \$200 6 <sup>th</sup> , 7 <sup>th</sup> duress; \$300 8 <sup>th</sup> duress & burg plus suspend
<b>01.362.130</b>	27. Security Alarm Public Nuisance Penalty Fees– [Res. 2011-5]	\$200.00 B, 1; \$600 B-2
<b>01.362.150</b>	28. Testing, Entry Level Police Officer [Res. 2005-17]	\$35.00

**10.364.102 U. PROPERTY MAINTENANCE** [Res. 2002-41] Clean & Lien Services

1. Hourly fee, per worker [Res. 2006-15; Res. 2008-39] [Res. 2010-10], [Res. 2015-1], [Res. 2015-10],  
A \$50.00 minimum charge for overhead plus the hourly fee per worker equivalent to 135% of the employee cost with a minimum of one hour for in-house work.
2. Independent Contractor: \$50.00 minimum charge for administrative costs; in addition to per hour rate charged by third party contractors, with a minimum of one hour for work performed by independent contractor
3. Legal fees –Clean & Lien - for the collection of property maintenance charges, including but not limited to lawn mowing, wee- whacking, snow removal, and/or trash debris clean up [2013-26] \$135.00 per hour

Note: In addition, the fee for all work associated with removal of trash and refuse as contemplated by Chapter 20, §312(A) shall be the greater of the hourly rate per worker times the actual time incurred or 1 hour. [Res. 2006-15]

**V. PROPERTY TRANSFER USE AND OCCUPANCY INSPECTION** – see Section P - Permits

**W. PUBLIC WORKS SERVICES** [Res. 2007-39]; [Res. 2009-38]

<b>01.395.100</b>	1. Equipment Price List for Billable Work - <b>Labor shall be billed at 135% for each employee, plus overtime if required.</b>	
	a. Air Compressor	\$48.00 per hour
	b. Backhoe	\$72.00 per hour
	c. Bucket Truck	\$100.00 per hour
	d. Dump Truck	\$60.00 per hour
	e. Dump Truck (5 yd.)	\$72.00 per hour
	f. Gas Cut Saw	\$25.00 per hour
	g. Gas Cut Saw (on wheels)	\$60.00 per hour
	h. Loader	\$55.00 per hour
	i. Pick-up Truck	\$50.00 per hour
	j. Roller	\$50.00 per hour
	k. Tamper	\$25.00 per hour
	l. Trash Pump (3 inches)	\$24.00 per hour
	m. Trash Pump (small)	\$18.00 per hour
	n. TV rig	\$210.00 per hour
	o. Sewer Jet Truck	\$195.00 per hour
	p. Snow Blower	\$25.00 per hour
	q. Snowplow Dump Truck	\$75.00 per hour
	r. Snowplow Pickup	\$60.00 per hour

**X. RECORDS, PUBLIC** [Res. 2007-39; Res. 2008-30]

<b>01.361.710</b>	1. Duplication of requested records- see also Photocopies	\$0.25 per page
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All other fees and costs associated with the Open Records access policy are contained specifically in that policy [Res.2008-40].

<b>01.362.452</b>	<b>Y. RENTALS: RENTAL LICENSE OCCUPANCY INSPECTION</b> [Res. 2007-1]; [Res. 2009-38]; [Res.2013-10], [Res.2015-10]	
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### NOT A PROPERTY TRANSFER

## 2016 Borough Fee Schedule – cont'd

1. Industrial/Commercial/Non Residential/Institutional Rental License	\$115.00 per 2,500 square feet or fraction thereof
2. Residential Rental Registration fee – one-time	\$115.00
3. a. Residential Rental License Application fee - application w fee	\$10.00 annually
b. Residential Rental Inspection Fee	
I. Single Family Unit	\$70.00 per unit
II. Apartment Bldg. with at least 3 but no more than 6 units	\$50.00 per unit
III. Apartment Bldg. with 7 or more apartments	\$30.00 per unit
4. Re-inspection Commercial or Residential Rental U & O	0.00 per unit
If initial failed and called to make second inspection, which resulted in some items still not done – next inspect is another (third inspection after initial)	\$40.00 per unit
5. Failure to appear for scheduled inspection	\$50.00

**01.362.452**    **Z. RENTAL: SHORT-TERM UNITS – ANNUAL** [Res. 2007-1]; [Res. 2009-38], [Res. 2014-18], [Res.2015-10],  
[Res. 2016-22]

1. Rooming houses, hotels, motels, bed and breakfasts	\$30.00 per unit/room
2. Re-inspection fee – second or subsequent times	\$20.00 per unit/room
If initial failed and called to make second inspection, which resulted in some items still not done – next inspect is another (third inspection after initial)	\$30.00 per unit

**01.331.150**    **AA. RETURNED CHECKS** [Res. 8/12/1996; [Res. 2008-39], [Res. 2014-18]

1. Actual bank costs if any	actual bank costs
2. Through website XpressBillPay	\$10.00
3. Through third party collection processor NSF checks Cybercollect	their costs

**08.364.120**    **BB. SEWER BULK FEES** [also See Industrial Waste Rates (18, §302(2) (E))]; [Res. 2009-38] fees as of 01-01-16

1. Septage Discharge	\$0.0261 per gallon
2. Holding Tank Wastewater	\$0.0131
3. Other Wastewater Sources	\$0.0131 minimum, but to be determined by Utilities Coordinator based on the characteristics
4. Leachate – low strength	\$0.0131
5. Leachate – high strength	\$0.0196
6. High TDS	\$0.0589
7. Blood waste	sludge rate
8. less than 3% solids	\$0.0318
9. greater than 3% solids	sludge rate
10. Sludge Discharge	see fee schedule as part of Sewer Rates – at end

**CC. SEWER CONNECTION FEES**

<b>08.364.101</b>	1. Sewer connection application fee	\$40.00
	2. Commercial/Industrial/Public	By meter size
<b>08.364.104</b>	3. Inspection fee for each connection [Res. 2005-28]	\$250.00
	4. Mixed Use (Residential/Commercial)	1 EDU per unit
	5. Residential	1 EDU per unit
<b>08.364.100</b>	6. Tapping fee for all new connections [Res. 2005-28]	\$1,545.00

**DD. SEWER F.O.G. (FATS, OILS, GREASE)** [Ord. #2149, Res. 2016-13]

<b>08.364.105</b>	1. Logs not maintained or manifests not provided	
	a. First Offense	\$50.00
	b. Second Offense	\$100.00
	c. Third Offense	\$150.00
	d. Fourth Offense	\$200.00
	2. Manifests not provided proving external oil and grease interceptors not cleaned	
	a. First Offense	\$150.00
	b. Second Offense	\$300.00
	c. Third Offense	\$450.00
	d. Fourth Offense	\$600.00
	3. Failure to allow access to FOG handling equipment in a timely manner	\$50.00
	4. Failure to respond to correspondence in a timely manner by email, phone, or US mail	\$25.00

2016 Borough Fee Schedule – cont'd

- 5. FOG Permits (3 years) \$30.00
- 6. FOG Inspection Fee \$30.00
- 7. FOG Sampling Fee \$50.00

**EE. SEWERS AND SEWAGE DISPOSAL** [Res. 2002-41]

- 08.389.100** 1. Certification for Sewer for property sales (per unit) \$20.00 each  
[Res. 2004-38]; [Res. 2010-10]
- 08.364.105** 2. Industrial Pretreatment Investigations
  - a. Accidental Spill, Spills, Notice of violation, Admin-Order, other miscellaneous \$30.00 per hour
- 08.364.140** 3. MIPP - Industrial Pretreatment Sampling
  - a. Quarterly \$50.00 per hour
  - b. Resample/Violation \$70.00 per hour
  - c. Industrial Pretreatment Violation Appeals \$100.00 plus costs
- 08.364.141** 4. MIPP – Concentration Surcharge See Industrial Waste Rates (18, §303)
- 08.364.105** 5. Industrial User Permits
  - a. Class 1 \$30.00 per hour
  - b. Class 2 \$40.00 per hour
- 08.364.105** 6. Permit Applications for new Industrial User \$250.00 plus costs
- 08.364.141** 7. Removal of Pollutants See Industrial Waste Rates (18, §303)
- 8. Show Cause Hearing \$100.00 plus costs

**FF. SIGNS – see Permits – Zoning**

**GG. STORMWATER MANAGEMENT** [Res. 2006-27], [2014-11]

- 01.362.410** 1. Application Fee for all applications and plans submitted pursuant to Ordinance 1977 \$100.00
- 2. Application resubmission Fee \$75.00
- 3. Post Construction Inspection Fee (to be paid upon the Operation and Maintenance Agreement – the equivalent of six hours at the current Public Works Department employee’s hourly rate) calculated
- Thru Escrow** 4. Escrow Fee to cover all fees and expenses incurred by the Borough in the review and processing of such applications (to accompany all applications) \$2,000.00

In the event that there are insufficient funds in the escrow account to pay for such fees and costs, no further review of the application and/or plan shall occur until the amount has been paid in full and the escrow amount is replenished.

**HH. STREETS AND SIDEWALKS**

- 01.322.800** 1. Sidewalk or curb work permit fee (21, §214) [Res. 2007-1] ; [Res. 2009-38] \$60.00, plus 3% over \$2,000
- 01.322.810** 2. Street Opening & Excavation Permit (21, §105) [Res. 2009-38] \$40.00
- 01.322.810** 3. Street Opening & Excavation Permit in an emergency situation [Res. 2009-38] \$55.00
- 01.322.900** 4. Street Closing –Parades, Assembly Functions [Res. 2005-17] \$100.00
- 01.322.810** 5. Degradation and Inspections Fees – **see Tables 1 and 2 attached and incorporated**

**II. SUBDIVISIONS / LAND DEVELOPMENTS**

- 1. Application Fees (non-refundable)
  - 01.361.310** A. Land Development [Res. 2006-15]
    - 1. Residential \$500 plus \$50 per dwelling unit
    - 2. Commercial/Industrial \$500 plus \$100 per acre
  - 01.361.310** B. Fee Waiver Application – request to waive land development Requirements; fee shall be submitted concurrently with the land development waiver requests. [Res.2000-31] \$400.00 – must accompany
  - Thru Escrow** C. Review Fees (22, §401) – Escrow Prof Consulting Fees [Res. 2006-15]
    - 1. Residential \$2,500 for first unit and \$500.00 for each additional unit
    - 2. Non-residential \$5,000 for first 5,000 square feet of building area and \$1,000 for each additional 1,000 square feet

## 2016 Borough Fee Schedule – cont'd

of building area, to a maximum  
of \$10,000

D. Review Fees – Escrows -- procedure for maintaining all subdivision/land development [Res. 12/13/1000]

The Borough shall maintain a record of all costs including, but not limited to, engineering, legal and administration and advertising incurred for the processing of subdivision and land developments. Periodically, when the initial escrow deposited by the applicant has been reduced to 50% of its original amount, the Borough shall invoice the applicant for reimbursement and re-establishment of the escrow fee to its original amount. A condition for final approval of each subdivision and land development plan shall be an accounting of said costs expended by the Borough. Should the accounting establish costs in excess of the fees paid, the applicant, prior to final approval and prior to release of any subdivision or land development plan, shall pay to the Borough the difference between actual costs expended by the Borough in processing the application and the amount of any applicable fee or fees paid. In the event that there are insufficient funds in the applicant's escrow account for payment of a review fee bill, and an applicant has not disputed a review fee bill within the time period set forth in the Pennsylvania Municipalities Planning Code, no further review of the plan will occur until the bill has been paid and the escrow account is replenished. [Res. 2006-15]

E. Subdivision [Res. 2006-15]

- |  |                          |
|--|--------------------------|
| 1. Residential   | \$500 plus \$50 per lot  |
| 2. Commercial/Industrial   | \$500 plus \$100 per lot |
| 3. Revised submissions of any residential or commercial/<br>industrial subdivision and land development plans. | \$25.00 each plan        |

(Combining subdivision and land development under one application reduces the land development fee by 50 %.)

**01.361.650**     **JJ. TAX COLLECTOR – POTTSTOWN TAX OFFICE** [Res. 2002-5]; [Res. 2010-1], [Res 2012-27] [Res. 2015-1],

- |                               |                                     |
|-------------------------------|-------------------------------------|
| A. Duplicate copy of tax bill | \$2.00 each                         |
| B. Tax Certification          | \$27.00 to be allocated as follows: |
| Borough of Pottstown          | \$9.00                              |
| Pottstown School Dist.        | \$9.00                              |
| Montgomery County             | \$9.00                              |

(see Res. #2013-9 for adopted ACT 32 Local Enabling Tax collection fees by TTC Berkheimer.)

- |   |                        |
|---|------------------------|
| C. User Fee for tax payments made with credit cards | 1% of total amount due |
|---|------------------------|

**01.321.660**     **KK. TOWING CHARGES** [Res. 2004-4]

- |  |  |
|--|--|
| A. Towing as First Class   | \$300.00 per year; plus \$50.00<br>per tow truck or towing vehicle |
| B. Towing as Second Class  | \$50.00 per year   |
| C. Associated fees: [Res. 1999B], [Res. 2013-26]   |  |
| 1. Max Tow Fee Class 1 Tower – vehicles towed under these<br>Provisions per TOW  | \$150.00   |
| 2. Max Storage Fee, Class 1 Tower – under these provisions<br>Per DAY  | \$50.00  |
| 3. Max Disposal Fee, Class 1 Tower – towed under these<br>Provisions per TOW   | \$25.00  |
| 4. Max Charge for vehicles inoperable, abandoned,<br>Impounded, Illegally Parked – per each  | \$100.00   |
| D. License Reinstatement Fees for Class II: [Res.2004-4]   |  |
| 1. Class II tower whose license was suspended for any reason, shall<br>pay a license reinstatement fee, after the appropriate suspension<br>period has been served, and prior to being eligible to participate<br>in future Class II towing license bidding processes. | \$25.00  |

NO Class II towing license that has been suspended or revoked as set forth in Chapter 15, Part 7, §704(8), will be reinstated until such time that all applicable fees are paid in full.

**LL. TRASH** -- [Res. 2004-38; Res. 2007-2; Res. 2007-39; Res. 2008-39]; [Res. 2009-38], [Res. 2015-1]

- |                   |   |                            |
|-------------------|---|----------------------------|
| <b>10.364.010</b> | 1. Annual service charge (76.00 per qtr.) for the collection and disposal<br>of garbage, rubbish, refuse, and recycling for each residential unit | \$274/year or \$68.50/qtr. |
| <b>10.364.100</b> | 2. Recycling Tote [Res. 2009-38]  | \$70.00                    |
| <b>1.322.100</b>  | 3. Bulk Waste Sticker [Res. 2005-11]; [Res. 2009-38]<br>Sticker required to be picked up by hauler  |                            |

## 2016 Borough Fee Schedule – cont'd

**Bulk Waste:** Large items of refuse, excluding white goods, furniture, or small items that require collection other than conventional, compact or refuse collection facilities or items that are too large to be placed in an approved trash can or trash container \$15.00

**NO large auto parts, large branches or tree parts**

**White Goods:** Including refrigerators, washing machines, dryers, window air conditioners, hot-water heater tanks, and other major home appliances \$25.00

- |                   |  |                       |
|-------------------|--|-----------------------|
| <b>10.389.100</b> | 4. Certification for Trash for property sales [Res. 2004-38]; [Res. 2009-38] | \$20.00               |
|                   | 5. Leaf Collection Bags [Res. 12/30/1998; Res. 2007-27]                      | \$0.50 per bag        |
| <b>10.364.115</b> | 6. Trash/Recycle Violation Fees [Res. 2010-10]                               |                       |
|                   | a. Use of Recycling bin as trash receptacle (per occasion)                   | \$75.00 per violation |
|                   | b. Removal of excess municipal waste (per service)                           | \$75.00 per violation |

**MM. VACANT PROPERTY REGISTRATION –see Section P – Permits – Vacant Properties**

**NN. WATER CONNECTION FEES**

- |                   |   |               |
|-------------------|---|---------------|
| <b>06.378.101</b> | 1. Water connection application fee                   | \$40.00       |
|                   | 2. Commercial/Industrial/Public                       | By meter size |
| <b>06.378.101</b> | 3. Inspection fee for each connection [Res. 2005-28]  | \$250.00      |
|                   | 4. Mixed Use (Residential/Commercial)                 | By meter size |
|                   | 5. Residential  | By meter size |
| <b>06.378.100</b> | 6. Tapping fee for all new connections [Res. 2005-28] | \$1,764.00    |

**OO. WATER CONSUMPTION RATES – [Res. 2009-38] see APPENDIX B – Authority Water Fee Schedule**

- |                   |   |            |
|-------------------|---|------------|
| <b>01.361.340</b> | <b>PP. ZONING (for permits i.e.signs – see Section P – Permits – Zoning)</b>  |            |
|                   | 1. Conditional Use Application submitted concurrently with conditional use application [Res. 12/13/999]; [Res. 2010-10]                       | \$600.00   |
|                   | 2. Petitions, requests to rezone [Res.8/12/1996]; [Res. 2010-10]  | \$600.00   |
|                   | 3. Zoning Hearing Application Fee   |            |
|                   | a. Application involving single-family residential dwellings [Res.2004-38]; [Res. 2010-10]  | \$750.00   |
|                   | b. All other zoning appeals, including by not limited to multi-family uses, commercial uses, or industrial uses [Res.2004-38]; [Res. 2010-10] | \$1,500.00 |

**QQ. THE END OF THE POTTSTOWN BOROUGH FEE SCHEDULE** As per amended:

(Res. 7-10-1995; as amended by Res. 4/8/1996; by Res. 8/12/1996; by Res. 1/13/1997; by Res. 12/14/1998; by Res. 12/30/1998; by Res. 7/12/1998B; by Res. 8/9/1999D; by Res. 12/13/1999; by Res. 2000-9, 5/8/2000, §1; by Res. 2000-31, 10/11/2000, §1; by Res. 2002-5, 1/14/2002; by Res. 2002-16, 4/8/2002; by Res. 2002-32, 9/9/2002; by Res.2002-41, 11/13/2002; by Res. 2002-45, 12/9/2002; by Res. 2003-36, 12/29/2003; by Res. 2004-4, 3/8/2004; by Res. 2004-16, 6/14/2004; by Res. 2004-32, 10/12/2004; by Res. 2004-38, 12/29/2004; by Res. 2005-11, 3/14/2005; by Res. 2005-17, 5/9/2005; by Res. 2005-27, 8/8/2005; by Res. 2005-28, 9/12/2005; by Res. 2006-15, 6/12/2006; by Res. 2006-27, 10/10/2006; by Res. 2007-1, 1/8/2007; by Res. 2007-2, 2/12/2007; by Res. 2007-27, 8/13/2007; by Res. 2007-39, 12/26/2007; by Res. 2008-39, 12/29/2008; by Res. 2009-6, 2/9/2009; by Res. 2009-16, 5/11/2009; by Res. 2009-38, 12/29/09; by Res. 2010-1, 01/11/10; by Res. 2010 -10, 04-12-10; Res. 2010-37, 12-13-10; Res. 2011-5, 03/14/11; Res. 2011-8 04/11/11; Res. 2012-22 09/10/12; Res. 2012-27 12/10/12; Ord. #2096 09/10/12; Res. 2013-9 03/11/13; Res. 2013-10, 3/11/13; Res. 2013-26 12-09-13; Ord. 2120 01-13-14; Ord.# 2124 06-09-14; Res. 2014-11; Res. 2014-18, Res. 2015-1, Res. 2015-3, Ord. 2139 July 2015, Res. 2015-10, Res. 2015-19, and Res. 2016-22, Ord. #2148 03-21-16; Res. #2016-4; Ord. #2149; Res. 2016-13, 05-09-16;

**APPENDIX A – 2016 PARK AND RECREATION RENTAL RATES**

The following fees associated with the Pottstown Parks and Recreation Department for property use, equipment rentals, Bark Park registration, etc.:

1. Non-refundable deposit for each pavilion reservation	\$25.00
2. Park overnight usage fees per contract	\$35.00/unit
3. Access to bathrooms at Trilogy – refundable deposit w rental	\$25.00
4. Replacement costs for lost bathroom key	\$100.00/ea
5. Pavilion electric charges between 8:00 a.m. and 8:00 p.m.	
a. Chestnut Park Pavilion	\$35.00
b. Memorial Park Pavilion	\$35.00
c. Bandstand	\$35.00
d. Gazebo	\$35.00
e. Riverfront Park Pavilion	\$35.00
f. Commercial/Non-commercial per vendor hook-up	\$35.00/ea
6. Rental of equipment – drop-off/pick-up included within Borough limits	
a. Tables 6' X 3' (5 table minimum)	\$8.00/ea per contract
b. Chairs (15 chair minimum)	\$2.00/ea per contract
c. Commerical EZ-up Canopies (10' X 10')	\$50.00 ea with \$100 Cash refundable deposit
d. Standard large propane grill with fuel	\$65.00/day
e. Commercial propane grill with fuel	\$125.00/day
f. Dunk Tank (available at select locations only)	\$100.00/ per contract
g. Additional trash bins	\$5.00/ea
h. Parks Workers I and II at hourly reimbursement rate	\$55.00/hour
i. Customer pick-up/drop-off discount	15% on assoc. equip. rental fee
j. Delivery fee of equipment beyond Borough limits	\$50.00
k. Large sound system (Parks staffing required with reimbursement rate)	\$150.00/day
l. Medium sound system	\$75.00/day
m. Podium	\$25.00
n. Sports equipment:	
1. Volleyball and net	\$15.00/per contract
2. Softballs, bats and bases	\$15.00/per contract
3. Horse shoe sets	\$15.00/per contract
7. Bark Park use requirements:	
a. Annual registration fee with new key	\$15.00
b. Returning annual registration fee with old key turned in	\$15.00 less \$5 credit
c. Replacement of lost Bark Park key in current year	\$35.00/ea
8. Miscellaneous Chargeable Services:	
a. Commercial vendor event fee	\$50.00/engagement
b. Baseball field dragging and lining:	
1. Weekday business hours (7:30 am to 4:00 p.m.)	\$50.00/field
2. Weekend non-business hours	\$100.00/field
c. Cancellation fee bus trips	\$50.00/ticket
d. Cancellation fee recreation courses	\$25.00/registration
e. Newsletter advertising rates – All classes	
1. Business card size (2" x 3.5")	\$45.00
2. Quarter page (5" x 6.5")	\$70.00
3. Half page (6" x 10")	\$140.00
4. Full page (13" x 9.5")	\$275.00

**APPENDIX A – 2016 PARK AND RECREATION RENTAL RATES – Cont'd.**

9. Facility rental depending upon Class A through F (see notations below):

<b>Facility Rental</b>	<b>CLASS:</b>					
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>
Memorial Park Ball Field per 4 hours game per field	\$45	\$45	\$65	\$50	\$75	\$100
Memorial Park Ball Field per 2 hours practice per field	\$35	\$35	\$55	\$45	\$65	\$100
Maple St. Park Ball Field per 4 hours game per field	\$35	\$35	\$55	\$45	\$65	\$100
Maple St. Park Ball Field per 2 hours practice per field	\$25	\$25	\$45	\$35	\$55	\$100
Ball Field: All-day tournament per field	\$100	\$100	\$150	\$115	\$125	\$250
Multi-day tournament special (per weekend)	\$300	\$300	\$450	\$375	\$375	\$500
Rotary Club Pavilion @ Riverfront Park	\$75	\$75	\$150	\$115	\$115	\$250
Memorial Park Pavilion (per day)	\$100	\$100	\$150	\$115	\$125	\$250
Memorial Park Gazebo (per day)	\$75	\$75	N/A	\$100	\$100	\$250
Memorial Park Bandstand (per day)	\$100	\$100	\$175	\$115	\$125	\$250
Memorial Park Island (per day)	\$200	\$200	\$300	\$250	\$275	\$450
Riverfront Park 5K Package (per full day)*	\$100	\$100	\$500	\$350	\$395	\$700
*includes Rotary Pavilion limited trail usage and the option to close Keystone Blvd parking lot						
Chestnut Street Park (per day)	\$50	\$100	\$200	\$150	\$175	\$350
Tennis/Basketball Court: All Day/Tournament (8hrs)	\$100	\$100	\$200	\$150	\$150	\$600
Smith Family Plaza (limited availability)	\$100	N/A	N/A	\$150	N/A	N/A
Parking Lot at Trilogy Park (limited availability)	\$100	\$100	\$125	\$100	\$100	\$125

**Class A** – Any community organization of the Borough of Pottstown offering to present free a lecture or program instructive and beneficial to the public or supporting a registered 501c(3) organization beneficial to the public.

**Class B** – Any individual or organization of the Borough of Pottstown using a facility for restricted membership, i.e., private party.

**Class C** - Any community organization of the Borough of Pottstown offering to present a lecture or program instructive and beneficial to the public for which admission is charged or a donation is requested.

**Class D** - Any non-Pottstown Borough Community organization offering to present free a lecture or program instructive and beneficial to the public.

**Class E** –Any non Pottstown Borough individual or organization using a facility for restricted membership, i.e., private party.

**Class F** –Any non Pottstown Borough Community organization or individual offering to present a lecture or program, instructive and beneficial to the public for which an admission is charged or a donation requested, or any organization or individual not included in Class A, B, C, D, or E.

NOTE: The rental rates identified above are specific to the use of the Parks and Recreation facilities. They do not include additional services such as waste removal, port-o-lets, etc. as specified in the *Rental Rules and Regulations of Pottstown Parks and Recreation Facilities and Equipment*. Additional Fees and Service Charges and/or Permit Requirements may apply for special events. It is recommended that you contact the Director or designee to discuss any additional requirements for special events.

N/A denotes that the requested facility is not available for the described rental except by special request.

**POTTSTOWN BOROUGH AUTHORITY  
SCHEDULE OF WATER RATES – 2016**

**Water Quarterly Service Charge:**

<u>Meter Size</u>	<u>Inside Borough</u>	<u>Outside Borough</u>
5/8"	\$ 35.00	\$ 37.00
3/4"	\$ 35.00	\$ 37.00
1"	\$ 69.00	\$ 71.00
1 1/2"	\$135.00	\$137.00
2"	\$201.00	\$203.00
3"	\$420.00	\$422.00
4"	\$615.00	\$617.00
6"	\$1,153.00	\$1,155.00
8"	\$1,791.00	\$1,793.00
10"	\$2,185.00	\$2,187.00

**Usage Charge:** All Usage (no zones) \$2.78 Per 100 CCF

<b>Unmetered Rates:</b>	<u>Size of Line</u>	<u>Amount per Year</u>
<b>Sprinkler:</b>	5/8"	\$ 77.58
	3/4"	\$ 77.58
	1"	\$ 154.31
	1 1/2"	\$ 300.00
	2"	\$ 338.54
	3"	\$ 579.37
	4"	\$ 772.63
	6"	\$1,182.30
	8"	\$1,598.64

**Bulk Water:**

Bulk Water Fill Station at Old Reading Pike	
Debit Cart Account	\$15.00
Replacement Debit Card	\$20.00
Additional Debit Card (same account)	\$20.00
Bulk water purchase/usage fee	\$3.60 per 1,000 gallons (2012)
Bulk water from hydrant	\$20.00 for permit
Bulk water fr hydrant purchase/usage fee	\$2.78 per 100 CCF

**Certificate of Final Bill:** \$15.00

**Collection Actions:** Customer shall be responsible for all charges permitted by law and all costs of collection whether collection is made by the Authority or an agent.

1. TERMINATION OF WATER SERVICE:

**a. Non-Payment of Sewer or Water Rent:**

Posting of Notice	-	\$10.00
Shut off	-	\$50.00 --fee must be paid and property owner must sign waiver of non-responsibility <b>PRIOR</b> to turn on

**SCHEDULE OF WATER RATES – 2016 –cont'd.**

**b. Temporary termination at Request of Customer:** (i.e. absence from property;)

Shut off	- \$25.00
Turn on	- \$25.00 -- fee must be paid and property owner must sign waiver of non-responsibility PRIOR to turn on.

**Fire Hydrant:** \$ 164.00 per year

**Meter Testing for Disputed Account:** A deposit of \$75.00 for 5/8” to 1” meters, \$125.00 for 1 ½” to 2” meters, \$200.00 for 3” meters, \$350.00 for 4” and larger will be required before the meter is tested, which sum will be returned if the meter is found to be registering more than 4% against the consumer, on a flow equal to 1/8 of the diameter of the service, otherwise, the deposit will be retained by the Authority to cover the cost of the test.

**Meters – Deposit for Meter, Backflow, and Hydrant Wrench:**

Removal of a meter at the customer’s request is subject to the following charge:

<u>Size of Meter</u>	<u>Charge</u>
5/8”	\$150.00
3/4”	\$250.00
2”	\$1,400.00

**Water Main Extensions:** Project Review Fee: Any Application to extend Authority water mains to service two (2) or more residential units or one (1) or more commercial or industrial units will be subject to preliminary project review by the Authority. The applicant shall subject, in addition to the usual Application to extend water main(s), plot plans and a project review fee. The fee schedule is as follows:

<u>Number of Units</u>	<u>Review Fee</u>
Up to 10 Units	\$1,550.00
In excess of 10 Units	\$5,100.00

The project review fee shall be applied toward legal, engineering and other expenses incurred by the Authority in connection with its review of the proposed plan. Any unused portion of the project review fee shall be refunded to an applicant.

**Water Main Extension Agreements:** Construction escrow, if applicable, based on estimated costs of construction with contingency, engineering inspection and legal fees.

**Tapping Fees:** \$1,764.00 per EDU

**BOROUGH OF POTTSTOWN  
SCHEDULE OF SEWER RATES - 2016**

**Metered Base Rate:** \$76.25 PER EDU PER QUARTER

**USAGE RATE:** \$2.63 PER 100 CUBIC FEET

**EDU Rate Basis:**

Residential Customers	1 EDU/Unit
Mixed Use Customers (Residential/Commercial)	1 EDU/Unit
Commercial/Industrial and Public Customers	by Meter Size

**EDU Rate Fees:**

<u>METER SIZE:</u>	<u>EDUs</u>
5/8"	1
3/4"	2
1"	3
1-1/2"	6
2"	11
3"	23
4"	41
6"	64
8"	94

**Domestic – Unmetered Base Rate:** \$131.37 PER EDU PER QUARTER

**Commercial- Unmetered Base Rate:** \$183.93 PER EDU PER QUARTER

**BULK WASTEWATER / SEPTAGE FEE SCHEDULE:** (Ord. #2170)

- 1. Septage Discharge Fee -- \$ 0.0249 per gallon
- 2. Holding Tank Wastewater Discharge Fee -- \$ 0.0125 per gallon  
 Other Wastewater Sources: To be determined by the Utilities Coordinator based on the characteristics of the wastewater sources, the minimum charge shall be \$ 0.0125 per gallon
- 3. Leachate – Low Strength \$0.0125 per gallon
- 4. Leachate – High Strength \$0.0187 per gallon
- 5. High TDS \$0.0561 per gallon
- 6. Blood Waste sludge rate
- 7. less than 3% solids \$0.0303 per gallon
- 8. greater than 3% solids sludge rate
- 3. Sludge Discharge Fees:
  - 0.00% to 3.00% total solids \$ 0.0393 per gallon
  - 3.01% to 4.00% total solids \$ 0.0524 per gallon
  - 4.01% to 5.00% total solids \$ 0.0654 per gallon
  - 5.01% to 6.00% total solids \$ 0.0785 per gallon
  - 6.01% to 7.00% total solids \$ 0.0918 per gallon
  - 7.01% to 8.00% total solids \$ 0.1048 per gallon
  - 8.01% to 9.00% total solids \$ 0.1179 per gallon
  - 9.01% to 10.00% total solids \$ 0.1310 per gallon
  - 10.01% to 11.00% total solids \$ 0.1441 per gallon
  - 11.01% to 12.00% total solids \$ 0.1572 per gallon
  - 12.01% to 13.00% total solids \$ 0.1703 per gallon
  - 13.01% to 14.00% total solids \$ 0.1833 per gallon

**SCHEDULE OF SEWER RATES – 2016 – Cont'd.**

14.01% to 15.00% total solids	\$ 0.1965 per gallon
15.01% to 16.00% total solids	\$ 0.2096 per gallon
16.01% to 17.00% total solids	\$ 0.2226 per gallon
17.01% to 18.00% total solids	\$ 0.2357 per gallon
18.01% to 19.00% total solids	\$ 0.2490per gallon
19.01% to 20.00% total solids	\$ 0.2620 per gallon
20.01% to 21.00% total solids	\$ 0.2751 per gallon
21.01% to 22.00% total solids	\$ 0.2882 per gallon
22.01% to 23.00% total solids	\$ 0.3012 per gallon
23.01% to 24.00% total solids	\$ 0.3144 per gallon
24.01% to 25.00% total solids	\$ 0.3275 per gallon
25.01% to 26.00% total solids	\$ 0.3405per gallon
26.01% to 27.00% total solids	\$ 0.3536 per gallon
27.01% to 28.00% total solids	\$ 0.3668 per gallon
28.01% to 29.00% total solids	\$ 0.3800 per gallon
29.01% to 30.00% total solids	\$ 0.3930 per gallon

At discretion of the WWTP Utilities Coordinator, an additional surcharge can be imposed on the fees described in subsections one through three above if the WWTP Utilities Coordinator reasonably determines that due to unanticipated cost increases the rates set forth in this Section do not provide sufficient compensation for the sewer treatment that is being provided to the bulk wastewater providers.

**Appendix C****2016 FEE IN LIEU OF POLICY****31.387.400*****Fee in Lieu of Shade Trees/Open Space Trees/Street Trees/Parking Lot Trees***

A project applicant, per the land development and subdivision process, may request the payment of a fee in lieu of trees and acceptance of this request shall be made at the discretion of Borough Council. In the event that a request is accepted, the following regulations shall apply:

- a) The fee in lieu of shall be based upon the number of trees as determined in Chapter 22, Sections 503 through 507 of the Code of Ordinances. The fee per tree shall be \$350.00

Once the Borough Council, or at the recommendation of the Planning Commission, determines the fee in lieu of trees, the following procedure is recommended:

Procedure:

The Borough of Pottstown shall collect fees in lieu of trees under Chapter 22, Sections 503 through 507 of the Code of Ordinances. These funds shall be deposited into a trust fund designated for landscaping, beautification and signage projects on public property in the Conservation and Gateway zoning districts and for tree care and maintenance for Borough approved projects.

1. The trust funds shall **NOT** be used for landscaping, beautification and signage projects on private property.
2. Trust funds shall be allocated for the following projects:
  - a. Planting of new trees and landscaping on Borough owned property
  - b. Beautification projects on Borough owned property
  - c. Signage on Borough owned property
3. Expenditures for projects shall be in accordance with the Borough's procurement and purchasing procedures.

***Non-Designated Contribution*****31.387.400 and 01.387.400**

From time to time the Borough of Pottstown will receive non-designated contribution from a development project or settlement that can be used at the Borough's discretion. Over the years these types of funds have been used to plug budget gaps or cover non-budgeted items as needed. I recommend the following policy to be used when the Borough receives a non-designated contribution:

The Borough of Pottstown shall deposit non-designated contributions based upon the following procedure and formula:

1. Fifty percent (50%) of the funds shall be deposited into an Operating Reserve Fund
2. Fifty percent (50%) of the funds shall be deposited into a Capital Reserve Fund
3. Utilization of funds deposited shall be used at the discretion and approval of the Borough Council.

Approved this 14<sup>th</sup> day of December 2009.

Borough Council and Manager

**BOROUGH OF POTTSTOWN – PUBLIC WORKS  
2016 -- DEGRADATION- TABLE 1**

TABLE 1 DEGRADATION FEE PAVEMENT STRUCTURE	Rate of Fee in dollars per square yard streets constructed, reconstructed or resurfaced within the following number of the years prior to two date of permit.			
	Rates associated with emergency situations or approved exceptions			
	Less Than 1 Year	1 to 2 Years	3 to 5 Years	Greater Than 5 Years
Concrete foundation (10 inches or less in depth) with any asphalt surface	10% \$24.00	8% \$19.00	6% \$14.00	5% \$12.00
Concrete foundation(greater than 10 inches in depth) with any asphalt surface	12% \$29.00	10% \$24.00	8% \$19.00	6% \$14.00
Concrete surface streets	7% \$17.00	6% \$14.00	5% \$12.00	4% \$10.00
Bituminous concrete surface with bituminous or stone base	10% \$24.00	8% \$19.00	6% \$14.00	4% \$10.00
Macadam, vitrified block, or granite block on stone foundation.	7% \$17.00	6% \$14.00	5% \$12.00	4% \$10.00

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TABLE 1 - DEGRADATION FEE

Example:  
Degradation fee for streets with bituminous  
concrete surface and stone base, 3 years old; 80  
square yards -

The number of square yards used in  
the computation of fees will be based  
on the nearest whole square yard  
figure.  
Minimum fee to be equal to the rate  
for 1 square yard.

**2016 -- INSPECTION FEES - TABLE 2**

**TABLE 2 - INSPECTION FEE**

TOTAL SQUARE YARDS TO BE EXCAVATED	INSPECTION FEE (DOLLARS)	TOTAL SQUARE YARDS TO BE EXCAVATED	INSPECTION FEE (DOLLARS)
1	6.00	24-25	49.00
2	7.00	26-27	52.00
3	11.00	28-29	54.00
4	14.00	30-34	59.00
5	18.00	35-39	64.00
6	22.00	40-44	68.00
7	24.00	45-49	73.00
8	28.00	50-54	78.00
9	30.00	55-59	83.00
10-11	32.00	60-69	88.00
12-13	35.00	70-79	92.00
14-15	37.00	80-89	97.00
16-17	40.00	90-99	102.00
18-19	42.00	100	103.00
20-21	44.00	101	103.00 +
22-23	47.00	GREATER OR	(\$ .90 Per Sq. Yd. over 100)

**Notes:**

- 1) The number of square yards of excavation shall be computed to the nearest whole square yard.
- 2) Minimum fee shall be equal to fee for 1 square yard.
- 3) Additional square yards, if required during construction, shall be added to the original square yard computation to obtain an adjusted total. Additional fee shall be based on the adjusted total.