

**FROM THE MINUTES OF A REGULAR BUSINESS MEETING OF THE OAKMONT BOROUGH COUNCIL, HELD IN COUNCIL CHAMBERS, 767 FIFTH AVENUE, OAKMONT, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, THE 9<sup>TH</sup> DAY OF MARCH, 2015, AT 7:00 O'CLOCK P.M., A FULL QUORUM BEING PRESENT:**

ON MOTION of Mr. Whalen, seconded by Mrs. Friday, and regularly carried, the following Resolution was adopted:

**RESOLUTION NO. R21-2015**

**A RESOLUTION OF THE MAYOR AND BOROUGH COUNCIL OF THE BOROUGH OF OAKMONT, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING AND REVISING THE SCHEDULE OF FEES PER BOROUGH ORDINANCES.**

**WHEREAS**, various ordinances of the Borough of Oakmont allow for the setting of fees by Resolution to defer the cost of their administration; and

**WHEREAS**, the Oakmont Borough Council are desirous of establishing a schedule of fees in a single document; and

**WHEREAS**, in keeping with good practice, the Borough Council periodically review the schedule of fees and make appropriate revisions thereto; and

**WHEREAS**, the Oakmont Borough Council have determined that certain revisions are necessary and in the best interest of the Borough;

**NOW, THEREFORE BE IT RESOLVED AND ENACTED**, and it is hereby resolved and enacted by the Mayor and Borough Council of the Borough of Oakmont, County of Allegheny, Commonwealth of Pennsylvania that a schedule of fees be established as contained herein and that this Resolution shall replace all previous fee schedule resolutions.

**AMUSEMENT DEVICES**

- |    |               |                 |
|----|---------------|-----------------|
| 1. | Video games – | \$1,000.00 each |
| 2. | Pool tables – | \$ 200.00 each  |
| 3. | Juke boxes -  | \$ 200.00 each  |

**BUILDING AND CODES**

See: Appendix A

**PROPERTY MAINTENANCE AND UCC BOARDS OF APPEAL**

1. \$750.00 plus actual cost of transcript if preparation is requested

**ORDINANCE AMENDMENTS**

1. Any Ordinance - \$500.00 plus actual cost of special legal services, stenographer or other special services when required.
  - A. Application Deposit for Borough consultant fees

1. Actual cost to the Borough for plan reviews, report preparation, and other services performed by consultants and/or the Borough solicitor as billed to the Borough at the normal rate charged the Borough for similar services.
2. Method of Payment -Application Deposit  
Upon initial submission of an application, in addition to the application fee, the applicant shall make a deposit to the Borough in the amount of \$1,000.00.

From this amount shall be deducted any fees accruing from the Borough Consultant and/or Solicitor reviews. If, at any time during the progression of an application, it is determined by the Borough that the balance available is or will be inadequate to fully cover anticipated review costs, the applicant will be notified that an additional deposit is required equal to the first deposit. At the completion of the Final project and after final bond release approval, any of these monies remaining on deposit with the Borough after all fees are deducted may be returned to the applicant upon written request.

### **OTHER FEES**

1. Borough Maps - Actual Costs of Printing
2. Copies of preprinted ordinances and other materials - \$0.25 per page
3. Single copies of materials - \$0.25 per page
4. Municipal No-Lien Letters - \$30.00/\$40.00 for rush (3 days or less)
5. Police Reports and Services:
  - A. Offense and Incident Reports - \$20.00 per report
  - B. Fingerprinting: Residents or Resident Businesses - No charge
  - C. Police Application/Testing Fee - \$35.00
6. Check returned by bank due to non-sufficient funds - \$35.00
7. Inter-municipal Liquor License Transfer - \$750.00
8. History Books – \$10.00
9. Recycling Containers - \$50.00
10. Yard Waste Containers - \$48.00

### **PARKS AND RECREATION**

1. Picnic Shelters
 

Borough Residents

A. Security Deposit	\$100.00
B. Rental Fee	\$25.00 weekdays, \$50.00 weekends

Non-Residents

A. Security Deposit	\$100.00
B. Rental Fee	\$25.00 weekdays, \$75.00 weekends
2. Ball fields
 

A. Daily Use, Seasonal, All Fields	\$750.00
B. Intermittent Use, Weekly, All Fields	\$300.00

### **REFUSE AND RECYCLING**

1. Residential - \$57.00 per quarter per dwelling unit

2. All bills for Refuse and Recycling Collection shall be due when rendered and subject to a late payment penalty of 6%, if not paid within 15 days from the date of the bill.
3. Each Refuse and Recycling Collection charge, and subsequent late payment penalty, together with an interest rate of 6% per annum from the expiration of 30 days after the date upon which it shall become due, shall be a debt due the Borough.
4. PAMS Delinquent Fees (See: Appendix B)

### STREET OPENING PERMITS

1. Application and inspection fees for Road Occupancy Permits:
  - A. Curb Cutting Permit - \$100.00
  - B. Street Opening Permits (Fee expressed in dollars per square yard of street surfacing, curbing or sidewalk surfacing disturbed):

<u>Age of Surfacing</u>	<u>Fee</u>
Less than one year	\$30.00
1 to 2 years	\$25.00
2 to 5 years	\$20.00
5 to 7 years	\$15.00
Greater than 7 years	\$10.00
Maintenance Bond (5 year)	\$10,000.00

- \* *If one or more street openings occur at the same time an individual fee is charged for each opening.*
- \* *If the Borough determines that the permitted work is of a sufficient magnitude or importance to warrant one or more inspectors, the permit will be marked and the permittee shall be charged for actual costs incurred by the Borough.*

2. Exemptions: for the following conditions a permit must be filed, but the fee may be reduced or eliminated.
  - A. Commonwealth
  - B. Borough
  - C. Water Authority
  - D. Federal Government
  - E. Any Utility work that the Borough, State, or Federal Government requests
  - F. Any utility work required due to the Borough resurfacing program
  - G. Any utility work in Borough Right-of-Way

### SEWAGE FACILITIES

1. Sanitary Sewer Tap-In Fee – \$3,000.00 per Equivalent Dwelling Unit
2. Sanitary Sewage User Rates, as set by Ordinance No. O31-2011
  - a. Minimum charge = \$43.74 for up to 6,000 gallons per quarter
    - i. \$7.29 per 1,000 gallons beyond the minimum charge
    - ii. Residential Garbage Disposal Fee = \$2.00 per quarter
3. PAMS Delinquent Fees (See: Appendix B)

### SPECIAL SERVICES

1. Special Events - \$10,000 per event
  - \* *Special Events are to be defined as any event which requires coordination of all Borough services (Police, Fire, Public Works, etc.) and which have a duration of longer than one day.*

**SUBDIVISION / LAND DEVELOPMENT**

## 1. Subdivision Plan

## A. Application Fee - Preliminary, Preliminary/Final, or Final

1. Two, three or four lot subdivision -- \$300.00
2. Five (5) lots/dwelling units -- \$1,750.00;  
plus for each additional lot/dwelling unit above five as follows:  
\$75.00 per lot/dwelling unit
3. Revised Subdivision Plan -- \$750.00
4. Lot line relocation between two (2) lots or consolidation of lots  
-- \$100.00

## B. Application Deposit for Borough consultant fees

1. Actual cost to the Borough of plan reviews, report preparation, and other services performed by consultants and/or the Borough Solicitor as billed to the Borough at the normal rate charged.
2. Method of Payment - Application Deposit

- a. Upon initial submission of a Subdivision application, in addition to the Application Fee, the applicant shall deposit the following sums:

1.	0 –4 lot/dwelling units	No deposit
2.	4-50 lot/dwelling units	\$2,500.00
3.	Greater than 50 lot/dwelling units	\$4,000.00
4.	Revised subdivision plan greater than lots/dwelling units	\$2,000.00

From this amount shall be deducted any fees accruing from the Borough Consultants and/or Solicitor reviews. If, at any time during the progression of an application, it is determined by the Borough that the balance available is, or will be, inadequate to fully cover anticipated review costs, the applicant will be notified that an additional deposit is required equal to the first deposit. At the completion of the subdivision application process, any of the remaining funds on deposit with the Borough at completion of the final project and after all fees are deducted may be returned to the applicant upon written request.

## C. Construction Inspection Deposit

The applicant shall submit a Construction Inspection Deposit calculated at 3% of the estimated construction costs of all site improvements as defined in the Pennsylvania Municipalities Planning Code if they have sewer or water line extensions. This fee shall not apply to projects that have no sewer and waterline extensions if they maintain a balance of \$2,000 in the Application Deposit account. The Construction Inspection Deposit shall be submitted prior to receiving a development permit. If, at any time during the progression of the development, it is determined by the Borough that the balance available is or will be inadequate to fully cover anticipated costs, the applicant will be notified that an additional deposit is required.

## D. Bond Release Requests - \$100.00 plus actual costs of Engineer's inspections

## 2. Land Development Plan

## A. Application fee

1. Preliminary/Final Land Development-- \$1,750.00  
plus \$200.00 for each acre or partial acre above two (2) acres
2. Final Land Development-- \$1,750.00  
plus \$200.00 for each acre or partial acre above two (2) acres
3. Revised Land Development-- \$1,500.00

## B. Application Deposit for Borough consultant fees

1. Actual cost to the Borough of plan reviews, report preparation, and other services performed by consultants and/or the Borough Solicitor as billed to the Borough at the normal rate charged.

## 2. Method of Payment - Application Deposit

- a. Upon initial submission of a Subdivision application, in addition to the Application Fee, the applicant shall deposit the following sums:

1.	Preliminary Land Development	\$4,000.00
2.	Preliminary/Final Land Development	\$3,000.00
3.	Final Land Development	\$2,000.00
4.	Revised Land Development	\$1,000.00

- b. From this amount shall be deducted any fees accruing from Borough consultants and/or Borough Solicitor reviews. If at any time during the progression of an application, it is determined by the Borough that the balance available is or will be inadequate to fully cover anticipated review costs, the applicant will be notified that an additional deposit is required equal to the first deposit. At the completion of any project and after the final bond release request has been granted by the Borough Council, any of these monies remaining on deposit with the Borough, after all fees are deducted, shall be returned to the applicant upon written request.

## C. Construction Inspection Deposit

The applicant shall submit a Construction Inspection Deposit calculated at 3% of the estimated construction costs of all site improvements as defined in the Pennsylvania Municipalities Planning Code if they have sewer or water line extensions. This fee shall not apply to projects that have no sewer and water line extensions if they maintain a balance of \$2,000 in the Application Deposit account. The Construction Inspection Deposit shall be submitted prior to receiving a development permit. If, at any time during the progression of the development, it is determined by the Borough that the balance available is or will be inadequate to fully cover anticipated costs, the applicant will be notified that an additional deposit is required.

- D. Bond Release Requests - \$100.00 plus actual costs of Engineer's inspections

**TAX COLLECTOR**

1. Non-sufficient Funds Check - \$30.00
2. Tax Certifications - \$30.00

ZONING

1. Zoning Compliance Letter - \$10.00
2. Zoning Permit
  - A. Fence - \$35.00
  - B. All Other Zoning Permits - \$55.00
3. Zoning Approval
  - A. Non-Residential Zoning approval and use - \$50.00
  - B. Residential Zoning approval and use - \$25.00
4. Sign Permits – Application Fee
  - A. Each Sign, Freestanding/Monument - \$75.00
  - B. Each Sign, Building - \$50.00
  - C. Panel Replacement - \$50.00
5. Planned Development
  - A. Application fee - Tentative or Final Approval
    - 1) Initial fee for the first five lots/dwelling units - \$1,750.00; Plus for each additional lot/dwelling unit above five add the amount per lot as follows: \$75.00 per lot/dwelling unit
    - 2) Revised Tentative or Revised Final Approval - \$1,000.00
  - B. Application Deposit for Borough consultant fees
    - 1) Actual cost to the Borough for plan reviews, report preparation, and other services performed by consultants and/or the Borough solicitor as billed to the Borough at the normal rate charged the Borough for similar services.
    - 2) Method of Payment -Application Deposit
 

Upon initial submission of an application, in addition to the application fee, the applicant shall make a deposit to the Borough as follows:

a.	0 - 50 lots/dwelling units	\$3,500.00
b.	Greater than 50 lots/dwelling units	\$5,000.00
c.	Revised Tentative or Revised Final Plan	\$1,500.00

From this amount shall be deducted any fees accruing from the Borough Consultant and/or Solicitor reviews. If, at any time during the progression of an application, it is determined by the Borough that the balance available is or will be inadequate to fully cover anticipated review costs, the applicant will be notified that an additional deposit is required equal to the first deposit. At the completion of the Final project and after final bond release approval, any of these monies remaining on deposit with the Borough after all fees are deducted may be returned to the applicant upon written request.
- 3) Construction Inspection Deposit

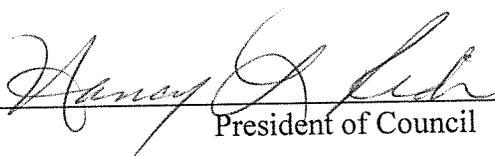
The applicant shall submit a construction inspection deposit calculated at 3% of the estimated construction costs of all site improvements as defined in the Pennsylvania Municipalities Planning Code if they have sewer or water extensions. This fee shall not apply to projects that have no sewer and waterline extensions if they maintain a balance of \$2,000 in the Application Deposit account. The Construction Deposit shall be submitted prior to receiving a development permit. If, at any time during the progression of the development, it is determined by the Borough that the balance available is or will be inadequate to fully cover anticipated costs, the applicant will be notified that an additional deposit is required.

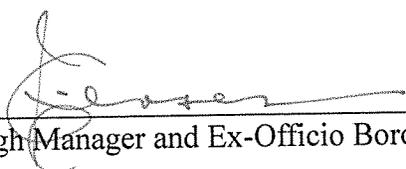
- 4) Bond Release Requests – \$100.00 plus actual costs of Engineer’s inspections.
6. Zoning Hearing Board (Any Application)
  - A. First Hearing - \$750.00, plus one-half cost of court reporter/transcript fees
  - B. Subsequent Hearings - Applicant assumes all related fees for advertising, transcripts, zoning officer reports, etc.
7. Conditional Use Application - \$500.00
8. Landowners Curative Amendment - \$500.00
9. Pre-application Conference Application - No Charge
10. Certificate of Occupancy - No Charge
11. Dumpster Permit – No Charge
12. Banner Permit - \$50.00 and \$50.00 Security Deposit

RESOLUTION REGULARLY ADOPTED AND ENACTED this 9<sup>th</sup> day of

March, A. D., 2015.

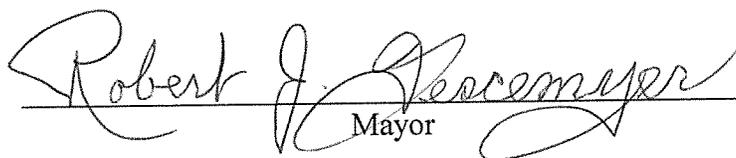
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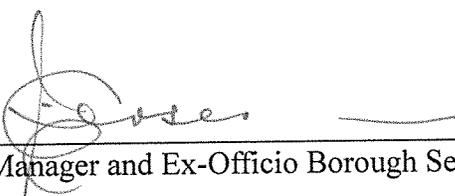
  
\_\_\_\_\_  
President of Council

  
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Borough Manager and Ex-Officio Borough Secretary

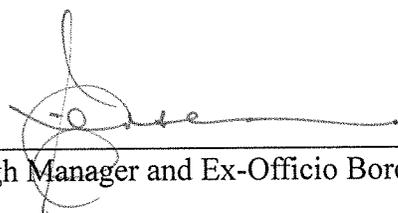
EXAMINED AND APPROVED this 9<sup>th</sup> day of March, A. D., 2015.

ATTEST:

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Borough Manager and Ex-Officio Borough Secretary

DULY RECORDED in Ordinance Book Volume 32, Page 85, this 9<sup>th</sup> day of  
March, A. D., 2015.

  
\_\_\_\_\_  
Borough Manager and Ex-Officio Borough Secretary

Appendix A  
Code Enforcement Associates (CEA)  
Permit, Plan Review and Inspection Fees

**Commercial Fees:**

\$.40 per square foot. Minimum Commercial fee of \$150.00 per permit

**Residential Fees:**

\$.30 per square foot for residential permits. Minimum Residential fee of \$150.00 per permit

CEA shall invoice directly to the CLIENT for Building Permits, Plan Review Fees, Zoning, Code Enforcement and Planning Consulting fees and all other CLIENT requested consulting matters or additions.

- A) Code Enforcement Services are \$55.00 per hour.
- B) Failed Inspections subject to a \$125.00 re-inspection fee.
- C) Mechanical Permits and Inspections subject to 1.5% of the cost of the commercial contract with a minimum fee of \$150.00
- D) Electrical Permits and Inspections subject to Residential / Commercial review of plans as indicated in price sheet attached. (Exhibit A)
- E) GIS Surveys and Information fees are based upon information requested.
- F) SEO Enforcement fees are subject to plan review are billed at a rate of \$55/hour.
- G) CEA is not responsible for any USPS or courier expenses for receiving or return.
- H) BCO services outside the general scope of Building Inspection process will be invoiced at a rate of \$55.00 per hour.
- I) Occupancy Inspections of the BCO (outside of permits) \$95.00 Residential and \$150.00 for Commercial Inspections.

Fire Code Compliance Inspections the following fees:

\$125.00 for structures of 5,000 square feet or less

\$250.00 on structures greater than 5,000 square feet

Any structure of a category of I-1, 2 or 3 or H1, 2, or 3 shall be \$500.00.

## **2014 Municipal Plan Review Fees**

### **New Construction, Additions & Extensions**

2,000 sq feet & under	\$375.00 minimum fee
2,001 -5,000	\$525.00
5,001 -10,000	\$725.00
10,001-20,000	\$1100.00
20,001-30,000	\$1575.00
30,001-40,000	\$1700.00
40,001-50,000	\$1850.00
More than 50,000 to 75,000 sq feet = \$2800.00	
More than 75,001 to 100,000 sq feet = \$2800.00	
More than 100,000 sq feet & above= \$35.00 per every 1,000sq feet.	

### **Alterations, Repairs & Change in Occupancy**

2,000 sq feet & under	\$375.00 minimum fee
2,001 -5,000	\$425.00
5,001 -10,000	\$600.00
10,001-20,000	\$850.00
20,001-30,000	\$1150.00
30,001-40,000	\$1300.00

40,001-50,000 \$1400.00  
 More than 50,000 to 75,000 sq feet = \$1550.00  
 More than 75,001 to 100,000 sq feet = \$2400.00  
 More than 100,000 sq feet & above = \$20.00 per every 1,000sq feet.

Individual Plan Reviews will be assessed at a rate of 1% of project cost or a minimum of \$150.00  
 CEA will allow up to (3) plan reviews per application for changes, additional requests for information and reports. Should additional reviews be required, 50% of the original fee is charged with a minimum of \$375.00.

ALL Commercial plans must be submitted approved by a Registered Architect or Engineer.  
 At least (1) copy of submitted plans must have a "wet or raised seal" and signature of the design professional under whose license were prepared.

**Residential Plan Reviews for 1 or 2 Family dwellings = \$125.00**

**RESIDENTIAL - ELECTRICAL INSPECTION RATES**

**FLAT FEE – Includes all 3 Inspections \$125.00**

**Single Residential Inspection Rate: \$125.00**

**COMMERCIAL - ELECTRICAL INSPECTION RATES**

**ROUGH WIRE INSPECTION**

**Switches, Receptacles**  
**Fixtures Counted As Outlets**  
 1 – 50 \$70.00  
 Each additional 10 or Fraction \$8.00

**FINISH WIRE INSPECTION**

1-50 \$70.00  
 Each additional 10 or Fraction \$8.00

**MERCURY, SODIUM**

**QUARTZ FIXTURES**  
 1 TO 50 Fixtures \$55.00  
 Each additional Fixtures or Fraction \$7.00

**HEATING, COOLING**

**COOKING EQUIPMENT and SIMILAR APPLIANCES**  
 Outlet for Single Unit  
 20 KW or less \$40.00  
 Each additional unit  
 20KW or less \$25.00

**MOTORS, GENERATORS**

**TRANSFORMERS**  
 1-20 HP, KW, KVA \$70.00  
 3  
 Over 20-40 HP, KW, KVA \$80.00  
 Over 40-75 HP, KW, KVA \$90.00  
 Over 75-150 HP, KW, KVA \$120.00  
 Over 150 HP, KW, KVA \$140.00

**SERVICE PLACEMENT**

to 200 amp \$95.00  
 200-400 amp \$120.00  
 401-600 amp \$125.00  
 601-800 amp \$175.00  
 801-1,000 amp \$250.00  
 Over 1,000 \$275.00

**MOBILE AND MODULAR HOMES**

Home in Place Utility Requirement \$85.00  
 Pole Service \$85.00

**SUB PANELS and DISCONNECTS**

To 400 amp \$50.00  
 401-600 amp \$75.00  
 Over 600 amp \$125.00

**TEMPORARY INSTALLATION**

\$85.00

**PRIMARY TRANSFORMERS**

**VAULTS, ENCLOSURES and SUB-STATIONS**  
 To 200 KVA \$250.00  
 201-500 KVA \$315.00  
 Over 500 KVA \$375.00

**SWIMMING POOLS (Commercial)**

New Installation \$150.00  
 PA Re-Inspection of Existing Pool \$450.00

**ELECTRICAL FURNACE and  
WELDERS**

1-20 HP, KW, KVA	\$70.00
Over 20-40 HP, KW, KVA	\$80.00

**SURVEY**

Over 40-75 HP, KW, KVA	\$90.00
Over 75-150 HP, KW, KVA	\$120.00
Over 150 HP, KW, KVA	\$120.00

**ADDITIONS/RENOVATIONS**

Total 2 trips With Service Entrance \$140.00

First hour, travel time included	
Each additional hour	\$95.00

**COMMERCIAL MECHANICAL PERMIT**

All commercial Mechanical Permits for municipalities are arranged at a fee of 1.5% of the mechanical contract cost for the project total. This price should not reflect any items outside the scope of mechanical contracts. Minimum Fee of \$150.00 for commercial.

Permit Fee includes:

- 1) Review of Commercial Mechanical Plans
- 2) Inspections of Mechanical Construction
- 3) Final Review of Mechanical Construction

Mechanical Contractor must submit (2) sets of paper Mechanical Plans and (1) set by electronic format sealed by a Pennsylvania registered Architect or Engineer.

These Commercial permits are specifically used when an individual project is commercially necessary without regard to a general building permit under the Pennsylvania UCC guidelines.

Appendix B  
 Pennsylvania Municipal Service Company  
 Utility Fee Delinquent Cost Schedule

**Fees paid by delinquent ratepayer:**

First Delinquent Notice Fee/Commission	10% / notice
Second Delinquent Notice	\$18.00 / cycle
Certified Notice	\$40.00 / notice
Poster	\$44.00 / notice
Shut Off	\$50.00 / notice
Litigation Notice	\$24.00 / notice
Additional fees/commission added if litigation is initiated	10%/notice (Total 20%)
Civil Complaint Preparation	\$50.00 / complaint
Lien Fees	\$50.00 / lien
Bankruptcy Claims	\$50.00 / acct
Sheriff Sale Claims	\$50.00 / acct
Non-Sufficient Funds	\$30.00/ check
Part Payment Fee	\$6.00