

BOROUGH OF BATH
Northampton County, Pennsylvania

RESOLUTION No. 2015-17

(Duly Adopted December 9, 2015)

2016 Schedule of Fees

WHEREAS, Borough Council of the Borough of Bath has adopted and from time to time amended, under the authority granted by the Borough Code, the Pennsylvania Municipalities Planning Code and other statues of the Commonwealth, certain ordinances (the “Ordinances”) for the protection of the health, safety, and general welfare of the residents and property owners of the Borough of Bath contained in the Code of Ordinances of the Borough of Bath duly adopted October 3, 2005, by Ordinance No. 2005-583; and

WHEREAS, each of the Ordinances in the Code of Ordinances of the Borough of Bath establishes the authority for Borough Council to assess certain fees, escrows or other charges for the administration and enforcement of said Ordinances.

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED by the Borough Council of the Borough of Bath at a duly convened public meeting conducted on this 9th day of December, 2015, that the following fees are hereby established, shall supersede any and all previously established fees inconsistent herewith, and shall be assessed in accord with the following schedule:

2016 Borough of Bath Fee Schedule

Professional Services

Description	Fee
Attorney Fees Stevens and Lee	\$225.00 per hour for Solicitor \$220.00 per hour for Assistant Solicitor \$145.00 per hour for Legal Assistant Charge to File Lien- \$125 plus all applicable Northampton County Prothonotary Fees Charge to Satisfy Lien- \$125 plus all applicable Northampton County Prothonotary Fees
Engineer Fees Keystone Consulting Engineers, Inc.	\$112.00 per hour for Principal Engineer \$96.00 per hour for Senior Engineer/Project Manager Other hourly rates for professionals as determined necessary by Senior Engineer/Project Manager as per the 2015 Professional Fee Schedule of the Borough Engineer

Add 10% to the above to cover Borough Administrative cost.

Administration

Description	Fee
Mailing Fee	Actual Postage plus \$2.00 handling fee
Photo Copies	<p>\$.25 per 8.5" x 11" black and white pages \$.35 per 8.5" x 11" color pages \$.35 per 8.5" x 14" black and white pages</p> <p>Fee for large plans, large color copies, or maps, etc. to be determined at time of request due to the unknown costs associated with copying such documents.</p>
Right-to-Know Law Administrative Costs	\$.25 per photocopy. A "photocopy" is either a single-sided copy or one side of a double-sided black-and-white copy of a standard 8.5" x 11" page
Right-to-Know Law Administrative Costs continued	<p>For large requests, which includes but is not limited to blue prints, color copies, non-standard sized documents, at no time shall the cost to reproduce documents accessible pursuant to the Right-To-Know Law exceed the actual cost of reproduction.</p> <p>Facsimile/Media/Video- Actual Cost A \$5.00 administrative charge shall apply for each separate request to legally certify records determined to be public records.</p> <p>Postage- Actual Cost</p>
Returned Checks	\$35.00 per returned check
Moving Permit	No charge
Tax Certification	\$15.00 per certification
Duplicate Tax Bill Fee	\$15.00 per duplication
Sanitation Certification	\$15.00 per certification
Mileage Reimbursement	As established by IRS
Alarm Permits	\$30.00 (One-time fee to register)
Parking Permits	\$225.00 per space annually
Yard Sale Permit	\$5.00 per permit
Transient Business License	<p>\$25.00 per day \$100.00 for one week \$200.0 for one month \$500.00 for one year</p>

Annual Business Registration	\$25.00 per business
Use of Borough Municipal Building (Borough Hall)	\$35.00 for three (3) hours of use. Ten (\$10.00) for each additional hour of use. Applicable fees for use of Borough Offices or Council Chambers are paid in advance.
Key Issuance (All Borough Facilities & Parks)	\$25.00 refundable deposit is required. Reimbursed once the rental period as permitted has ceased and all keys have been returned to the Borough Office. This deposit will be billed in with the standard rental deposit.

Health and Sanitation

Description	Fee
Residential Sanitation Fees	Base- \$401.53 Penalty- \$441.68
Home Occupation Sanitation Fees	Base- \$539.12 Penalty- \$593.03
Qualified Commercial Sanitation Fees	Base- \$834.70 Penalty- \$918.17

Parks and Recreation

Description	Fee
Keystone Pavilion Rental	\$130.00 (Borough of Bath resident) \$150.00 (non-resident)
Keystone Pavilion Deposit (refundable)	\$125.00 (with or without alcohol) CASH ONLY
Keystone Gazebo Rental	\$115.00 (Borough of Bath resident) \$135.00 (non-resident)
Keystone Gazebo Deposit (refundable)	\$125.00 (with or without alcohol) CASH ONLY
Ciff Cowling Pavilion Rental	\$105.00 (Borough of Bath resident) \$125.00 (non-resident)
Ciff Cowling Pavilion Deposit (refundable)	\$100.00 (with or without alcohol) CASH ONLY
Recreation Places and Auxiliary Facilities Rental Fees	<p align="center"><u>Field Rental Fee Schedule</u></p> <p>1. <u>Baseball/Softball Use (Legion Field [Youth Baseball]/ Ciff Cowling Softball Field / Diehl Park [Little League] / Rehrig Park [Softball])</u></p> <p>A. \$50.00 permit per season (Fall/Winter and Spring/Summer) per field.</p> <p>B. \$10.00 per day per field fee.</p> <p>C. Must provide administration staff with estimate number of anticipated field usage (games & practices) during a season to calculate overall fee.</p> <p>D. All fees are due prior to the start of a season. Additional practices and games will be prorated and charged as additional use. PLEASE NOTE: Usage fees are not reimbursable or prorated due to inclement weather.</p> <p>E. Youth groups and any other organizations must provide a Certificate of Insurance with their application.</p> <p>2. <u>Football/Soccer Use (Ciff Cowling Park / Rehrig Park)</u></p>

Recreation Places and Auxiliary Facilities
Rental Fees continued

A. \$10.00 per field/per two hour window (minimum 2 hours; pro-rate additional time accordingly at \$10.00 per hour).

B. \$75.00 per field/all day use.

C. Must provide administration staff with estimate number of anticipated field usage (games & practices) during a season to calculate overall fee.

D. All fees are due prior to the start of a season. Additional practices and games will be prorated and charged as additional use. PLEASE NOTE: Usage fees are not reimbursable or prorated due to inclement weather.

E. Youth groups and any other organizations must provide a Certificate of Insurance with their application.

Park Rental Fee Schedule (Not organized sports)

1. Park Rental Fees; Ex: Monocacy Creek Park

A. \$75.00 per park/all day use.

B. \$20.00 per park/per two hour window (minimum 2 hours; pro-rate additional time accordingly at \$10.00 per hour).

C. A one-time permitted use of park electricity will incur a charge of \$50.00 for electricity usage.

D. \$225 all day use of the Siegfried Log Cabin

E. Groups and incorporated organizations must provide a Certificate of Insurance with their application.

	<p style="text-align: center;"><u>Concession Stand Electricity Usage Fees</u></p> <p>All organizations utilizing concession stands on a seasonal basis will receive a monthly invoice for the actual use of the stand as billed by the utility services provider.</p> <p style="text-align: center;"><u>Failure to pay the invoice within thirty (30) days of receipt will result in the automatic revocation of any previously issued permits.</u></p> <p>A one-time permitted use of a concession stand will incur a charge of \$50.00 for electricity usage.</p> <p style="text-align: center;"><u>Alternative Seasonal Field Fee Payment Plan</u></p> <p>Adult / Youth Organizations & Leagues: Permit of \$150.00 is due prior to the start of the season. The league shall supplement field usage and electric fees with proceeds generated from the Borough Concession Stand. One-third (1/3) of all sales generated from the Concession Stand during the season are due to the Borough no more than ten (10) days after the season ends. (Check with Administrative Staff for more details)</p>
Key Issuance (Recreation Places and Auxiliary Facilities)	<p>\$25.00 refundable deposit is required. Reimbursed once the rental period as permitted has ceased and all issued keys have been returned to the Borough Office. This amount is included with the rental deposit.</p>

Public Works

Description	Fee
Highway Occupancy Permit (aka Driveway Permit)	\$300.00
Road Occupancy Permit (aka Street Occupancy Permit)	\$100.00 for surface opening less than 36 square feet. \$300.00 for longitudinal opening - for each 100 feet or less. \$25.00 for each test hole.
Street Sign and Markings	Actual cost of sign and/or marking plus \$45.00 labor with the exception of installing handicapped parking spaces pursuant to the applicable Borough of Bath Ordinance. (See below)
Handicapped Parking Signs	\$350.00 for application, cost of the sign, administrative filing, Ordinance, advertising, and sign installation.

Borough of Bath Property Maintenance Code Board of Appeals

Description	Fee
Residential	\$500.00
Commercial	\$700.00
Stenographer	Cost will be paid by applicant if the use of a stenographer is requested by applicant or required The cost shall not exceed the actual use of a stenographer

Distressed Real Property Registration

Description	Fee
Distressed Property Registration	\$200.00 annual registration and application recording distressed real property within the Borough of Bath.
Distressed Property Inspection	\$51.50 per hour (<i>Keller Zoning and Inspections</i>)

Zoning Hearing Board

Description	Fee
Residential	\$750.00
Commercial	\$900.00
Stenographer	Cost will be paid by applicant for the use of a stenographer. The cost shall not exceed the actual use of a stenographer. A stenographer is required.

Borough of Bath Council Hearing

Description	Fee
Residential	\$500.00
Commercial	\$700.00
Stenographer	Cost will be paid by applicant if the use of a stenographer is requested by applicant or required The cost shall not exceed the actual use of a stenographer

Miscellaneous Fees

Description	Fee
Public Curbs and Sidewalks Inspections	\$175.00 (\$140.00 plus \$35.00 Zoning Fee)
Blasting Permit	\$100.00
Annual Plumbing & Electrical Registration Fee	\$35.00 each
Copy of Zoning Ordinance*	\$85.00 (free if requested electronically—see / check website)
Copy of Zoning Map*	\$20.00 (free if requested electronically—see / check website)
Copy of H.A.R.B Map*	\$20.00 (free if requested electronically—see / check website)
Copy of SALDO*	\$60.00 (free if requested electronically—see / check website)
Copy of Comprehensive Plan*	\$100.00 (free if requested electronically—see / check website)
*	Plus \$5.00 handling fee & cost of postage, if mailing requested.

Zoning

Description	Fee
Zoning Permit Application	\$35.00
Zoning and Code Enforcement	\$51.50 per hour

UCC Permit Fee Schedule- 2015

(All fees include the \$4.00 State fee and 10% to Municipality)

Residential Fee Schedule

Description	Fee
Manufactured Dwelling, Per Unit (including Mobile Home on foundation)	\$675.00
Single Family Dwelling- not over 4 bedrooms	\$920.00
Each additional Bedroom per dwelling unit	\$105.00
Two Family Dwellings- not over 2 bedrooms per unit	\$1,819.00
Each additional Bedroom per dwelling unit	\$105.00

Miscellaneous Residential Fees

Description	Fee
Residential Addition(s)- including inspections	\$685.00
Framing and Final Inspections	\$205.00
Swimming Pool (Private in ground)	\$285.00
Above Ground Pool	\$185.00
Sewer Lateral (from house to curb)	\$100.00
Water Lateral (from house to curb)	\$100.00
Re-inspection Fee (each trip)	\$105.00
Electrical Inspection (Residential)	\$120.00
Electrical Inspection (Commercial)	\$150.00
Pole Buildings/Garages (larger than 1,000 sf), including Plan Review/Framing/Electrical/Final inspections	\$550.00
Pole Building (less than 1,000 sf) no electric	\$485.00
Mechanical Permit- Furnace, hot water heaters replacements	\$105.00
Mechanical Permit- HVAC, furnace, hot water heaters new install/conversion	\$185.00

Decks with roof, porches, carports, etc. with Foundation (3 inspections)	\$325.00
Decks without roofs	\$275.00
Patio with footer	\$250.00
Porch Roofs	\$150.00
Retaining Walls- 4+ ft	\$150.00
Wood/Pellet/Coal Stoves	\$125.00

Multi-Family Commercial and Industrial Fees

Description	Fee
Multi-Family Apartment Building (not over 3 stories)	\$2,875.00- Three (3) unit building \$3,765.00- Four (4) unit building \$105.00- Each additional bedroom per dwelling unit plus \$4.00 State Fee plus 10% Municipality Fee added to above fees if applicable
Condominium Building(s) (not over 3 stories)	\$2,875.00- Three (3) unit building \$3,765.00- Four (4) unit building \$105.00- Each additional bedroom per dwelling unit plus \$4.00 State Fee plus 10% Municipality Fee added to above fees if applicable
Apartment and Condominium Building(s) (mid-rise, over 3 but not more than 6 stories or 75 ft in height) Per Square Foot	\$1.15 (Total sf of each floor) plus \$4.00 State Fee plus 10% Municipality Fee added to above fees if applicable
Apartment or Condominium Building(s) (high rise, over 6 stories or 75 ft in height) Per Square Foot	\$1.25 (Total sf of each floor) plus \$4.00 State Fee plus 10% Municipality Fee added to above fees if applicable

Non-Residential Fees

Non-Residential Fee(s)

(Use Classification Per International Building Code) plus \$4.00 State Fee Added to Final Cost

Description	Fee
All buildings other than Use Groups F(Factory and Industrial), S (Storage) and U (Utility and Miscellaneous) Per Square Foot	\$1.25
All buildings of Use Groups F (Factory and Industrial), S (Storage) and U (Utility and Miscellaneous) Per Square Foot	\$1.15

Commercial and Industrial (Alterations)

Description	Fee
Base Fee	\$825.00 (up to \$50,000.00 Construction costs) plus \$4.00 State Fee plus 10% Municipality Fee if applicable
\$50,000.00- \$500,000.00	\$2,015.00 plus (0.0080 x construction cost over \$50,000.00) plus \$4.00 State Fee plus 10% Municipality Fee if applicable
Over \$500,000.00	\$5,250.00 plus (0.0080 x construction cost over \$500,000.00) plus \$4.00 State Fee plus 10% Municipality Fee if applicable
Swimming Pool (Public/Commercial)	\$1,515.00

Renovations, alterations and/or conditions not provided for in this UCC fee schedule, please contact the Code Enforcement Officer for fee. Minimum Charge- \$85.00

SUBDIVISION & LAND DEVELOPMENT:

**BOROUGH OF BATH
PLAN REVIEW FEE SCHEDULE
(Exhibit "A")**

TYPE OF PLAN REVIEW:

<u>NO. OF LOTS/UNITS:</u>	<u>FEASIBILITY (Application Fee)</u>	<u>PRELIMINARY (App.Fee) + (Escrow)</u>	<u>FINAL (App.Fee)</u>
1-3	\$150	\$150 + \$1,500	\$150
4-40	\$300	\$300 + \$3,000	\$300
41+	\$350	\$350 + \$5,000	\$350
Industrial, Commercial & Institutional	\$400	\$400 + \$3,000	\$400
Change in Lot Line	\$200	\$200 + \$1,000	N/C

***Payment shall be made by separate checks for Application Fee and for Escrow Account, payable to the Borough of Bath.**

****Plans which meet the requirements of Section 280 of the Subdivision and Land Development Ordinance of 1978 as amended September 11, 1989 and April 3, 1995 will be**

subject only to the Final Application fee. However, the applicant is responsible for payment of any and all costs incurred by the Borough of Bath in excess of said fee upon final disposition of plan.

Money in escrow is for reimbursement at the Borough's discretion for any and all engineering, legal or other expenses incurred by the Borough in processing Review Plans. When the Escrow Account decreases by two-thirds the applicant shall make immediate payment in an amount necessary to fully fund the Escrow Account. Upon final disposition of the Plan and the payment of all engineering, legal and other expenses incurred by the Borough, the balance remaining in the Escrow Account shall be refunded to the applicant. Money held in escrow will not be refunded until all invoices from the Borough Engineer and Solicitor have been received by the Borough and paid by the applicant. The Engineer and Solicitor invoices are usually submitted to the Borough on a monthly basis.

Adopted by resolution of the Bath Borough Council on August 5, 1985 pursuant to Section 641 of the Bath Borough Subdivision and Land Development Ordinance of 1978.

*For Exhibit B, Recreation Fees for Land Development see attached schedule.

RECREATION FEES FOR LAND DEVELOPMENT*

493.7

Fees In Lieu of Land Dedication

493.7.1: In General. Fees, in the amount provided in this subparagraph 493.7, may be accepted in lieu of the dedication of common open space if both the developer or subdivider and the Borough Council agree. In any case where, in the opinion of Borough Council, the developer or subdivider does not or cannot offer a sufficient amount of land for common open space, the developer shall pay the recreation fee in lieu of land dedication. Whenever fees are permitted or required, the developer or subdivider shall place a note on the preliminary and final record plans stating that such fees are required to be paid as part of the subdivision or land development approval.

493.7.2: Combination of Land and Fees. The Borough Council and the developer or subdivider may agree on any combination of common open space dedication and payment of recreation fees, provided that the value of the combination to the Borough, its residents, and/or only fees are paid.

493.7.3: Fees for Residential Subdivisions or Developments. The amount of fees to be paid in lieu of common open space land dedication in residential subdivisions to be the greater of six percent (6%) of the value of the land to be developed, after infrastructure improvements, or \$1,500.00 per dwelling unit, based upon the maximum number of new dwelling units that would be permitted to be constructed on the lots of the subdivision or land development after the plan is approved.

493.7.4: Fees for Nonresidential Subdivisions or Developments. The amount of fees to be paid in lieu of common open space land dedication in nonresidential subdivisions or developments shall be \$750.00 per ½ acre (or portion thereof) of gross area (prior to development) of the tract being subdivided or developed.

493.7.5: Adjustment of Fees. The Borough Council may, from time to time by resolution, adjust the fees set forth in clauses 493.7.3 and 493.7.4.

EXHIBIT B -- PAGE 5 – A

493.8

Use of Fees.

493.8.1: Any fees collected under this section shall be placed within an interest bearing account and shall be accounted for separately from other Borough funds.

493.8.2: The lands and facilities dedicated or provided hereunder must be easily and safely accessible to the residents and employees of the developments that paid fees toward their cost. Except as provided in clause 493.8.4, all fees collected under this Section 493 with respect to any given subdivision or land development shall only be expended for parks, recreation and open space areas within one thousand (1,000) feet of all or part of the subject subdivision or land development.

493.8.3: Such fees shall only be used for costs related to the acquisition or development of public open space for recreation or public recreation facilities.

493.8.4: A portion of the fees for each subdivision or land development may also be used for the acquisition and development of centrally located park or recreation area(s) providing programs and facilities for the entire Borough.

493.9

Timing of fees. Fees to be paid under this Section 493 in lieu of common open space land dedication shall be paid prior to the recording of the final plan, except as follows:

493.9.1: If the required fee would be greater than \$3,000, and the applicant and the Borough mutually agree to provisions in a binding development agreement to require the payment of all applicable recreation fees prior to the issuance of any building permits within each clearly defined phase of the development, then the fees are not required to be paid within the requirements of that development agreement.

493.10 **Modifications to Land Dedication and Fee Requirements.** The Borough Council may reduce the land dedication or fee requirements of this Section 493 if the subdivider or land developer agrees to undertake one or more of the following actions, provided that the value of the combination of land, fees, and such actions to the Borough, its residents, and/or persons employed in the Borough, is consistent with the requirements of this Section 493 when only land is dedicated or only fees are paid:

EXHIBIT B – PAGE 5 – B

493.10.1: Construction of substantial permanent recreation facilities within the proposed subdivision or land development and/or existing public open space;

493.10.2: Donation (or sale at a price below market value) of appropriate land to the Borough (or any other public entity described in subparagraph 493.6) for public recreation. In the case of a sale under this clause, the subdivider or land developer must provide evidence of the fair market value of the property from qualified professionals.

493.11 **Improvements Guarantee.** Before the Borough Council approves any Final Plan in connection with which the developer or subdivider is required to dedicate any land pursuant to this Section 493 and for which improvements are required under this Ordinance, the developer or subdivider shall deliver to the Borough Council a performance guarantee as set forth in Section 521, a maintenance guarantee as set forth in Section 522, indemnification and hold harmless guarantees as set forth in Section 523.1, and insurance as set forth in Section 523.2 of this Ordinance.

**Exhibit B: SALDO IV, pages 67, 68, 69 and 70, and as amended by Ordinance #2010-617*

EXHIBIT B – PAGE 5 – C

DULY ADOPTED this 9th day of December, 2015, by the Borough Council of the Borough of Bath, in lawful session duly assembled.

Attest:

BOROUGH COUNCIL OF
THE BOROUGH OF BATH

By: _____
Bradford T. Flynn, Secretary

By: _____
Mark A. Saginario, Council President

Duly approved this 9th day of December, 2015

By: _____
Fiorella Reginelli Mirabito, Mayor

CERTIFICATE

I, Bradford T. Flynn, the undersigned, Borough of Bath Secretary, Northampton County, Pennsylvania (the "Borough") certify that the foregoing is a true and correct copy of an Resolution of the Borough of Bath which was duly enacted by affirmative vote of the majority of the members of the Bath Borough Council at a meeting duly held on December 9, 2015, and that said Resolution remains in effect, unaltered and unamended, as of the date of this certificate.

I further certify that the Council of the Borough of Bath met the advance notice requirements of Act No. 93 of the General Assembly of the Commonwealth of Pennsylvania, approved October 15, 1998, by advertising the date of said meeting and posting a notice of said meeting on the bulletin board at the Municipal Building, 215 East Main Street, Bath, Pennsylvania, the place of the meeting.

IN WITNESS WHEREOF, I set my hand and affix the official seal of the Borough this 9th day of December, 2015.

Bradford T. Flynn, Secretary