FAWN GROVE BOROUGH
YORK COUNTY, PENNSYLVANIA

RESOLUTION NO. 2016-02

A RESOLUTION OF FAWN GROVE BOROUGH ESTABLISHING A FEE SCHEDULE FOR CHARGES COLLECTED BY THE BOROUGH FOR VARIOUS MATERIALS AND SERVICES

NOW THEREFORE, BE IT RESOLVED, that Fawn Grove Borough sets forth the following fee schedule:

Tax Collector Fees

Tax Certification	$20.00 per certification
Tax Certification/Express (required within 24 hours of request)	$20.00 additional for each express request
Duplicate Real Estate Bill or Receipt	$5.00

Sewage Enforcement Officer Fees

Fees for Administration of Pennsylvania Sewage Facilities Act

Soil Probes (Minimum 2 per lot)	$120.00
Percolation Test	$160.00 per test
Application Fee	$25.00
Permit	$50.00
Inspections (Assuming 2 per installation)	$80.00
Minor Repair Permit (application/permit only)	$75.00
Sewage Planning Module Review (Comp ½)	$100.00
Module Review Non building waiver/site visit	$85.00
Hourly rate for malfunction, inspection/complaint, etc.	$45.00
Site Visit/Additional Site Visit	$50.00

Verification of prior testing	$65.00
Well Permit	$50.00

Zoning and Building Code Official Fees

		Residential	Commercial
Zoning Permits	Flat Rate for Decks, Sheds, Accessory Structures, Solar Panels, Wells, Driveways, Windmills, Ag Buildings, Swimming Pools, Hot Tubs, Fences for Residential Lots, etc.	$100.00	$200.00
	And/Or		
	Residential New Home Construction/ Additions/Habital Accessory Structures $75.00+$.40 Per Sq.Ft. Excludes Unfinished Spaces, Garages , Unfinished Basements, etc. +Any UCC Inspection Fees (See Building Inspectors Fee Schedule)	$75.00+ $.40xsq.ft. + UCC Fees if applicable (See Building Inspectors Fees)	
	And/OR		
	Commercial Construction or New Additions $150.00+Total Sq. Ft. Sq. Ft. x$.40 (No exceptions, No exclusions) +All UCC Fees Charged by Building Inspection Agency and L&I		$150.00+ $.40 x Sq. Ft. +UCC Fees Apply (SEE Building Inspectors Fees)
	All permits require 2 inspections. 1 Stakeout inspection and 1 Final inspection		
Use and Occupancy Certificate for Zoning and/or	All permits require a Final Use Certificate and Fee	$75.00	$150.00

UCC Permits

DCED Fee	All UCC Permits(Fee goes to State for Training)	$4.00	$4.00
Zoning Officer Fee Per Hour	For Attendance at Meetings, Plan Review, Research, Complaint Investigation, Phone Consultation, etc.	$45.00 per hour	$45.00 per hour
Extra Inspection Fee	For Any Extra Inspection Over Two with Permit Issuance or Inspections by Request	$75.00	$75.00
Stormwater BMP Inspections	Two Inspections for BMP's Required per Borough Stormwater Ordinance	$150.00	$150.00
Letters of Determination or Requests for Clarification	Billed Hourly for Work Plus Any Additional Costs Required by the Borough Solicitor	$45.00	$45.00

Uniform Construction Code Fees

Third Party Administrator	As Established by Third Party Administrator

Uniform Construction Code of Appeals Fees

Fee for Appeal to York County Uniform *Construction Code of Appeals*	Amount set by York County for appeals
Borough Fee to cover expenses and costs of Borough's Building Code Official to gather and file necessary paper work and attend the hearing	$150.00

Appeals to Zoning Hearing Board Fees

Enforcement Notice Appeal Fee	$450.00
Special Exception Application Fee	$450.00
Variance Application Fee	$450.00

Subdivision and Land Fees

Recreation Fee	$1,500 per lot
Subdivision Fee	$350.00 per plan

Subdivision Review Fees

Legal Review Fees	The actual fees charged by the Solicitor at $140.00 per hour as charged for other legal services rendered and costs charged by the courthouse for recording
Borough Engineer Fees	The actual fees charged by the Borough Engineer at $113.00 per hour as charged for other engineering services rendered
York County Planning Commission	Fees charged by the York County Planning Commission

Right to Know Law Fees

Photocopying Records (one page is either single sided copy or one side of a double sided black and white copy of standard 8.5"x11"page) printing from electronic media, copying onto electronic media	$.25 per page
Official Certification of a record at the request of requester	$1.00 for each record
Specialized documents, including blueprints, color copies, non-standard sized documents	Actual cost
Transmission by fax, microfiche or other media	Actual cost
Records only maintained electronically or in other non-print media	$.25 per page if copied on 8.5"x11" paper, or the actual cost of duplication in the original media
Postage Fees	Actual cost

If the Borough's Right-to-Know Officer expects the fees for requested records to exceed $100, then prior to granting the request for access, the Borough may require pre-payment of the estimated amount of the fees.

Attorney Fees and Other Charges, Expenses and Costs for Collection of Delinquent Fees

Research and obtain current deed and mailing address for owner(s) of property in an effort to commence collection efforts against such owner(s)	$40.00
Collection letter to a single owner of a property. The collection letter fee plus the cost for postage will be assessed to an owner(s) of property for each occurrence of a delinquency for which a collection letter was sent to the owner(s).	$100.00 plus all costs for postage
If a property is owned by more than one (1) owner, the owners will be assessed the fees for obtaining the deed to the property, the fee for the first collection letter which includes postage costs, and $40.00 for each additional collection letter sent to every record owner, plus all the costs of postage relating thereto.	$40.00 for each additional collection letter, plus all costs of postage
10 Day Notice letter(s) – This Notice will be sent to each owner who does not claim the collection letter sent via certified return receipt requested mail	$50.00 per Notice
Drafting and filing of Municipal Claim	$350.00 plus filing costs
Notice letter to owner(s) advising requesting permission to execute	$100.00
Title Search	$200.00
Preparation of Execution Documents	$600.00
The customer's account will be assessed all filing costs as imposed by the York County Prothonotary's Office and Sheriff's Office related to filing of execution documents at the applicable rate of the time of the filing. As of the date of this Resolution, the filing fee for a Praecipe for Writ of Execution is $47.00 and the Sheriff's advance fee is $3,000.00. The costs and fees incurred for	

filing and service of the execution documents may be subject to change from time to time and vary upon case to case.	
Attorneys' attendance at Sheriff's Sale	$300.00
Satisfaction of Municipal Claim	$125.00
Payoff letter which provides the owner(s) 30 days to remit payment prior to resuming collection efforts and includes an itemized statement	$125.00
Agreement for payment plan	$150.00
Demand letter to owner(s) advising they must resume payments immediately – per letter	$100.00
Fee for non -sufficient funds – per occurrence	$50.00
Notice letter demanding owner(s) to make good on check – per letter and costs for postage	$40.00 plus postage
Attorneys' fee to file Criminal Complaint for bounced check	$100.00
Attorneys' fees to provided owner(s) with a replacement copy of Praecipe to Remove after case has been settled	$50.00
Certification	$20.00

The attorneys' fees in connection with collection and enforcement of a lien(s) will be imposed at a rate of $140.00 per hour which is based upon the actual time involved unless otherwise specified above.

Engineer fees in connection with subdivision plans will be imposed at a rate of $113.00 per hour as charged for other engineering services rendered.

Miscellaneous Fees

Returned Check Fee	$50.00
Subdivision and Land Development Ordinance	$40.00
Zoning Ordinance	$30.00
Map, Zoning	$5.00
Copies (8.5"x11"page)	$.25 per page

RESOLVED, this 5th day of January, 2016.

Attest:

Cathy E. Kirkwood
Secretary

FAWN GROVE
BOROUGH COUNCIL

Gordon M. Fadden
President