



**RESOLUTION NO. 18-2017**

**BOROUGH OF WEST CHESTER**

**CHESTER COUNTY, PENNSYLVANIA**

**A RESOLUTION OF THE BOROUGH OF WEST CHESTER  
ESTABLISHING 2018 FEES FOR SERVICES**

**WHEREAS**, the Borough of West Chester provides a variety of services which are supported by the imposition of various fees; and

**WHEREAS**, it is necessary for Borough Council to periodically adjust fees; and

**WHEREAS**, Borough Council has determined that revisions are warranted for the fees; and

**WHEREAS**, Borough Council has determined to impose the fees for 2018 as attached in Exhibit A to this resolution.

**NOW, THEREFORE BE IT RESOLVED** that the attached West Chester Borough Fee Schedule is revised and readopted with the addition of the revised fees for Building Permits, Electrical Permits, Plumbing Permits, and Rental Permits.

**BE IT RESOLVED AND ADOPTED** this 13th day of December, 2017.

**COUNCIL OF THE BOROUGH OF WEST CHESTER**

By: *Diane C. LeBold*  
Diane C. LeBold, President

**ATTEST:**

*Michael A. Perrone*  
Michael A. Perrone, Secretary

**Borough Of West Chester  
Fee Schedule - 2018**

| <b>BUILDING PERMITS</b>  |          |
|--|----------|
| New Construction, Alterations, Additions, Demolition, Signs & HVAC |          |
| One & Two Family Dwellings   |          |
| First \$1,000  | \$79.50  |
| Each Additional \$1,000  | \$15.00  |
| Multi-Family & Non-Residential                                     |          |
| First \$1,000  | \$104.50 |
| Each aAdditional \$1,000   | \$15.00  |
| All projects over \$20M in value ICC Model Fee                     |          |
| Schedule with 4 year averaging for multiplier                      |          |

| <b>ELECTRICAL PERMITS</b> |          |
|---------------------------|----------|
| First \$1000              |          |
| Each additional \$1,000   | \$10.00  |
| Annual Maintenance Permit | \$504.00 |

| <b>PLUMBING PERMITS</b>                   |          |
|---|----------|
| One & Two Family Dwellings (base fee)     | \$59.50  |
| Each fixture                              | \$25.00  |
| Multi-Family & Non-Residential (base fee) | \$104.50 |
| Each fixture                              | \$25.00  |

| <b>REINSPECTIONS</b>                   |          |
|--|----------|
| Additional Inspections for all permits | \$150.00 |
| <b>ZONING LETTER</b>                   | \$150.00 |

| <b>LIQUOR LICENSE TRANSFER</b> |            |
|--------------------------------|------------|
|                                | \$1,000.00 |

| <b>PLAN REVIEW FEES</b>                    |          |
|--|----------|
| One & Two Family Dwellings, 1st review     | \$100.00 |
| Multi-Family & Non-residential, 1st review | \$150.00 |
| Each Additional Review                     | \$100.00 |

| <b>RENTAL PERMITS (annual)</b> |         |
|--------------------------------|---------|
| Residential Unit/per unit      | \$38.00 |
| Rooming Unit/per unit          | \$36.00 |

| <b>ZONING HEARING BOARD</b>                    |          |
|--|----------|
| Variance, Special Exception                    |          |
| Single Family Dwelling, Commercial Signs       | \$400.00 |
| Public & Institutional                         | \$600.00 |
| Multi-family Dwelling, Commercial & Industrial | \$600.00 |
| Each continuance by applicant                  | \$150.00 |

| <b>ZONING MATTERS BEFORE BOROUGH COUNCIL</b> |            |
|--|------------|
| Validity variance and curative amendment     | \$2,000.00 |
| Zoning Change                                | \$500.00   |
| Conditional Use:                             |            |
| Single Family Residential                    | \$400.00   |
| Public & Institutional                       | \$450.00   |
| Multi-Family dwelling                        | \$1,200.00 |
| Commercial, Industrial                       | \$1,200.00 |
| Each Continuance:                            | \$150.00   |

| <b>Building, Housing, Fire Prevention Code Board of Appeals</b> |          |
|---|----------|
|   | \$500.00 |

| <b>SUB-DIVISION &amp; LAND DEVELOPMENT REVIEWS</b>                     |          |
|--|----------|
| (plus fee schedule of Borough Engineer as approved by Borough Council) | \$400.00 |

| <b>SPECIAL PERMITS</b>     |          |
|----------------------------|----------|
| Family Day Care Home       | \$40.00  |
| Outdoor Café' (annual fee) | \$200.00 |
| Registration Fee for Hens  | \$35.00  |

| <b>STREET OPENING</b>   |          |
|---|----------|
| for all restorations five square yards or less                | \$400.00 |
| \$80.00 per square yard for each yard over five square yards. |          |

| <b>PUBLIC WORKS</b>   |  |
|---|--|
| Recycling Containers  | \$6.00                                 |
| Borough disposal bags   | \$2.50                                 |
| Refrigerator disposal<br>(delivered to PW)  | \$55.00                                |
| Air conditioner disposal<br>(delivered to PW)   | \$35.00                                |
| Dumpster Permit   | \$25.00                                |
| Dumpster Permit at metered parking  | \$5/week<br>\$105 week<br>plus \$8 day |
| Electronics Recycling: t.v.'s (32" or less), computers<br>monitors, printers, & computer peripherals<br>T.V.'s over 32" | \$15.00<br>\$25.00                     |

| <b>STREET OPENING RESTORATION COMPLETED BY THE BOROUGH</b> |          |
|--|----------|
| up to five square yards -                                  | \$350.00 |
| \$70 for each additional sq. yd.                           |          |

| <b>EXEMPTIONS</b>   |  |
|---|--|
| Permit issuance & general inspection fees are not payable by the Commonwealth of PA, the Federal Government or Public Utilities for the replacement or renewal of their facilities prior to a resurfacing project after notice from the Borough, the installation of street light poles or facilities moved at the request of the Borough |  |

| <b>SIDEWALK REPAIRS</b> |        |
|-------------------------|--------|
|                         | No Fee |

| <b>POLICE</b>              |         |
|----------------------------|---------|
| Alarm Registration         | \$30.00 |
| Alarm Registration Renewal | \$10.00 |
| Accident Report            | \$15.00 |

| <b>CURB CUT</b>   |         |
|---|---------|
| Curb repairs, or curb cuts made strictly for the installation<br>the curb cut fee | \$25.00 |

| <b>Park Rentals -daily</b>                |          |
|---|----------|
| Park rental WEEKDAY resident/non-resident | \$25.00  |
| Park rental WEEKEND resident fee          | \$75.00  |
| Park rental WEEKEND non-resident fee      | \$125.00 |
| Key deposit (restrooms) refundable        | \$25.00  |

| <b>VENDING LICENSE - yearly</b> |          |
|---------------------------------|----------|
|                                 | \$100.00 |

| <b>REAL ESTATE</b>                 |         |
|------------------------------------|---------|
| Tax Certification                  | \$10.00 |
| Duplicate Tax Bill (non-residents) | \$3.00  |

| <b>Special Event Application Fees (SEA)</b> |          |
|---|----------|
| Run, race, and/or event (non-refundable)    | \$250.00 |
| Block party (non-refundable)                | \$50.00  |

| <b>BOROUGH TOWING CHARGES</b> |         |
|-------------------------------|---------|
| 6 am - 6 pm                   | \$65.00 |
| 6 pm - 6 am                   | \$75.00 |
| Storage per day:              | \$35.00 |

| <b>METERS</b>                        |           |
|--------------------------------------|-----------|
| Business District on-street meters   | \$1.50/hr |
| Parking lot meter                    | \$1.50/hr |
| University District on-street meters | \$1.50/hr |

| <b>METER BAGS</b> |         |
|-------------------|---------|
| Regular rate:     | \$21.00 |
| University rate:  | \$13.50 |
| Funeral rate:     | \$8.00  |

| <b>GARAGE RATES - Sharpless &amp; New</b> |        |
|---|--------|
| 1/2 hour                                  | \$0.75 |
| 1 hour                                    | \$1.50 |
| 1 1/2 hours                               | \$2.25 |
| 2 hours                                   | \$3.00 |
| 2 1/2 hours                               | \$3.75 |
| 3 hours                                   | \$4.50 |
| 3 1/2 hours                               | \$5.25 |
| 4 hours                                   | \$6.00 |
| 5 hours                                   | \$7.50 |
| 6 hours                                   | \$8.50 |
| 7 hours to 24 hours                       | \$9.00 |

| <b>SHARPLESS STREET GARAGE Semester Passes</b> |          |
|--|----------|
| Semester Pass Student                          | \$225.00 |
| Semester Pass Faculty, Staff & Others          | \$260.00 |

| <b>NEW STREET GARAGE Semester Passes</b> |          |
|--|----------|
| Semester Pass Student                    | \$200.00 |
| Semester Pass Faculty, Staff & Others    | \$225.00 |

| <b>STUDENT RBC CENTER GARAGE Semester Passes</b> |          |
|--|----------|
| Semester Pass Student                            | \$235.00 |
| Semester Pass Faculty, Staff & Others            | \$235.00 |

| <b>PARKING LOTS</b>                       |             |
|---|-------------|
| Lot #1 - Chestnut Street Garage - Monthly | \$80.00     |
| Lot #2 - Bicentennial Garage - Monthly    | \$75.00     |
| Lot #3 - Annual Fee                       | \$600.00    |
| Lot #5 - Leased monthly                   | \$50.00     |
| Lot #5 - Meter per hour                   | \$1.50/hr   |
| Lot #6 - Leased annually to County        | \$48,800.00 |
| Lot #6 - Residential permit annually      | \$8.00      |
| Lot #7 - Leased per month                 | \$50.00     |
| Lot #9 - Kiosk per hour                   | \$1.50/hr   |
| Lot #10 - Leased per month                | \$50.00     |
| Lot #10 - Kiosk per hour                  | \$1.50/hr   |
| Lot #11 - Meter per hour                  | \$1.50/hr   |
| Greenfield - Annual fee                   | \$200.00    |
| Greenfield - Meter per hour               | \$1.50/hr   |

| <b>GARAGE RATES - Bicentennial &amp; Chestnut</b> |        |
|---|--------|
| 1/2 hour  | \$0.75 |
| 1 hour  | \$1.50 |
| 1 1/2 hours                                       | \$2.25 |
| 2 hours   | \$3.00 |
| 2 1/2 hours                                       | \$3.75 |
| 3 hours   | \$4.50 |
| 3 1/2 hours                                       | \$5.25 |
| 4 hours   | \$6.00 |
| 5 hours   | \$7.50 |
| 6 hours   | \$8.50 |
| 7 hours to 24 hours                               | \$9.00 |

| <b>CHESTNUT STREET GARAGE - Meter Box</b> |        |
|---|--------|
| 1/2 hour                                  | \$0.50 |
| 1 hour                                    | \$1.00 |
| 1 1/2 hours                               | \$1.50 |
| 2 hours                                   | \$2.00 |
| 2 1/2 hours                               | \$2.50 |
| 3 hours                                   | \$3.00 |

**STREAM PROTECTION PROGRAM**

|  |                  |
|--|------------------|
| Rate (Tiers 1-5 banded ranges; Tier 6 actual coverage) | \$6.70/1000 s.f. |
| Appeal Applications                                    | \$0.00           |
| Credit Applications                                    | \$0.00           |
| Certifications   | \$15.00          |

**RESIDENTIAL ANNUAL PARKING PERMITS**

|                           |          |
|---------------------------|----------|
| Student C - Students only | \$40.00  |
| Lot #3                    | \$600.00 |
| Lot N                     | \$200.00 |
| All other permit areas    | \$8.00   |

**WASTE WATER**

|                |   |
|----------------|---|
| Rate           | \$26.00 a month minimum, \$6.90 per 1000 gallons additional |
| Certifications | \$15.00   |
| Tapping Fee    | \$2,332.00/EDU  |

**RIGHT TO KNOW REQUESTS**

|   |             |
|---|-------------|
| Copies: \$0.25/page   |             |
| Certification of a Record: \$5 per record, not per page                   |             |
| Please note that certification fees do not include notarization fees.     |             |
| Specialized Documents   | Actual Cost |
| examples include blue prints, color copies, non-standard sized documents. |             |
| Postage Fees  | Actual Cost |