

Borough Of West Chester
Fee Schedule - Adopted by Resolution 4-203 2 15 2023

BUILDING PERMITS

New Construction, Alterations, Additions, Demolition, Signs & HVAC	
One & Two Family Dwellings	
First \$1,000	\$80.00
Each Additional \$1,000	\$15
Multi-Family & Non-Residential	
First \$1,000	\$154.50
Each aAdditional \$1,000	\$15
All projects over \$20M in value ICC Model Fee Schedule with 4 year averaging for multiplier	

ELECTRICAL PERMITS

First \$1000	\$80.00
Each additional \$1,000	\$10
Annual Maintenance Permit	\$504

PLUMBING PERMITS

fees include one rough & one final inspection

One & Two Family Dwellings (base fee)	\$80.00
Each fixture	\$25
Multi-Family & Non-Residential (base fee)	\$154.50
Each fixture	\$25

REINSPECTIONS

Additional Inspections for all permits	\$150
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ZONING LETTER

	\$150
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Fire Safety Inspection Fee

(Annual Commercial Fire Inspections)

Building Area and Inspections

1 to 999 square feet	\$70.00
1,000 to 3,500 square feet	\$95.00
3,501 to 5,000 square feet	\$120.00
5,001 to 10,000 square feet	\$165.00
10,001 to 50,000 square feet	\$225.00
50,001 square feet and up	\$310.10
Re-inspection fee for corrections	\$30.00
Failure to appear / no show	\$50.00
Administrative Fee	\$25.00

PLAN REVIEW FEES

One & Two Family Dwellings, 1st review	\$100
Multi-Family & Non-residential, 1st review	\$150
Each Additional Review	\$100
Zoning Review (Site plans, fences, sheds, patios, etc.)	\$50

RENTAL PERMITS (annual)

Residential Unit/per unit	\$44.00
Rooming Unit/per unit	\$42.00
Rental License Transfer Fee	\$5.00

ZONING HEARING BOARD

Variance, Special Exception	
Single Family Dwelling, Commercial Signs	\$500
Public & Institutional	\$800
Multi-family Dwelling, Commercial & Industrial	\$1,200
Each continuance by applicant	\$200

ZONING MATTERS BEFORE BOROUGH COUNCIL

Validity variance and curative amendment	\$2,000
Zoning Change	\$500
Conditional Use:	
Single Family Residential	\$500
Public & Institutional	\$800
Multi-Family dwelling, Commercial & Industrial	\$1,200
Each Continuance:	\$200

BUILDING, HOUSING & FIRE PREVENTION

	\$500
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CODE BOARD OF APPEALS

SUB-DIVISION & LAND DEVELOPMENT REVIEWS

<i>(plus fee schedule of Borough Engineer as approved by Borough Council)</i>	\$400
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LIQUOR LICENSE TRANSFER

	\$1,000
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SPECIAL PERMITS

Family Day Care Home	\$40
Outdoor Café' (annual fee)	\$200
Registration Fee for Hens	\$35

PUBLIC WORKS

20-Gallon Recycling containers	\$15
Borough disposal bags	\$3
Refrigerator disposal	\$35
Air conditioner disposal	\$25
Dumpster Permit	\$45/week
Dumpster Permit at metered parking Monday-Friday	\$21.00/day
Dumpster Permit at metered parking Saturday	\$10.50/day
Electronics Recycling: t.v.'s, computers monitors, printers, & computer peripherals	\$5
Fine for working without a permit or expired permit	Double Permit Fee (<i>minimum \$50.00</i>)
Bulk Trash Items	\$35
Mattresses & items exceeding 75 lbs. and exceeding 2'x3'x5' in size	
Tire Disposal Recycling Fee 17"	\$10
Tire Disposal Recycling Fee over 17"	\$25

Traffic Control Devices

Orange Traffic Cones -	Deposit Fee \$10	\$4 each/per day
Barricades -	Deposit Fee \$50	\$15 each/per day
Temporary Signage-	Deposit Fee \$50	\$10 each/per day
Sign Board -	Deposit Fee \$300	\$150/each/day

Set Up/Breakdown Fees (Minimum 3/hours/man)

Public Works Employee	
Standard Hourly Rate - Per Hour/Per Man	\$50
Overtime Hourly Rate - Per Hour/Per Man	\$75

SIDEWALK REPAIRS

No Fee

CURB CUT

\$35

Curb repairs, or curb cuts made strictly for the installation of a wheelchair ramp are exempt from the curb cut fee

STREET OPENING

Per Opening (Rounded Up)	\$10/per sq ft
<i>(minimum fee of \$500.00)</i>	

Capital Utility Project - Prior approval required	\$4.00/lineal ft
<i>(minimum fee of \$1,750.00)</i>	of standard trench width (2.5')

STREET OPENING RESTORATION COMPLETED BY THE BOROUGH

up to five square yards -	\$350
\$70 for each additional sq. yd.	

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

POLICE

Alarm Registration	\$30
Alarm Registration Renewal	\$10
Accident Report	\$15

VENDING LICENSE - yearly

\$100

PARK RENTALS - DAILY

Park rental WEEKDAY resident/non-resident	\$25
Park rental WEEKEND resident fee	\$75
Park rental WEEKEND non-resident fee	\$125

SPECIAL EVENT APPLICATION FEES (SEA)

Run, race, and/or event (non-refundable)	\$250
Block party (non-refundable)	\$50

BOROUGH TOWING CHARGES

6 am - 6 pm - \$65.00	\$65
6 pm - 6 am - \$75.00	\$75
Storage per day: \$35.00	\$35

METERS

Central Business District on-street meters	\$1.50/hr
Business District on-street meters	\$1.50/hr
Parking lot meter	\$1.50/hr
University District on-street meters	\$1.50/hr
Posting Fee \$6.25/block - \$1.00 per sign	

METER BAGS

Regular rate:	\$21.00
Funeral rate:	\$10.50

CHESTNUT STREET GARAGE - Meter Box

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

RESIDENTIAL ANNUAL PARKING PERMITS

Lot #3	\$900
Lot N	\$200
All other permit areas	\$14
Business Permit	\$50
Guest Pass - 2 per house/apt	\$6.00/each
Replacement fee for guest pass	\$2.00

STREAM PROTECTION PROGRAM

Rate (Tiers 1-5 banded ranges; Tier 6 actual coverage)	\$6.70/1000 s.f.
Appeal Applications	\$0
Credit Applications	\$0
Certifications	\$50

WASTE WATER

Sewer Certifications	\$50
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RIGHT TO KNOW REQUESTS**PARKING LOTS**

Chestnut Street Garage - Monthly Day Rate	\$90
Chestnut Street Garage - Monthly Night/Weekend Rate	\$60
Chestnut Street Garage - Monthly 24/7 Rate	\$125
Bicentennial Garage - Monthly Day Rate	\$95
Bicentennial Garage - Monthly Night/Weekend Rate	\$60
Bicentennial Garage - Monthly 24/7 Rate	\$125
Lot #3 - Annual Fee	\$900
Lot #5 - Leased monthly	\$75/space
Lot #5 - Meter per hour	\$1.50/hr
Lot #6 - Leased annually to County	\$75/space
Lot #6 - Residential permit annually	\$14
Lot #6 - Kiosk per hour	\$1.50/hr
Lot #6 - Adjacent - Business Permit	\$75/space
Lot #7 - Meter per hour	\$1.50/hr
Lot #7 - Leased per month	\$75/space
Lot #9 - Kiosk per hour	\$1.50/hr
Lot #10 - Leased monthly	\$75/space
Lot #10 - Kiosk per hour	\$1.50/hr
Lot #11 - Kiosk per hour	\$1.50/hr
Greenfield - Annual fee	\$200

GARAGE RATES-Bicentennial & Chestnut

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

Copies: \$0.25/page Color Copies: \$0.50/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

Reimbursement for thumb-drive Actual Cost

Miscellaneous

Credit Card Processing Fee 3% of cost of
transaction

Public EV Charging \$.75 /hr

Borough Parking Garage Use for social gatherings \$50.00
application fee

