

**RESOLUTION NO. 07 - 2018**  
**BOROUGH OF WEST CHESTER**  
**CHESTER COUNTY, PENNSYLVANIA**

**A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF  
WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA,  
ESTABLISHING THE RENTAL LICENSE FEE FOR A  
DWELLING UNIT AND ROOMING UNIT FOR THE PERIOD  
FROM JULY 1, 2018 THROUGH JUNE 30, 2019 PURSUANT  
TO THE AUTHORITY IN SECTION 1000.5 OF CHAPTER 66  
OF THE CODE OF THE BOROUGH OF WEST CHESTER.**

WHEREAS, Chapter 66 of the Code of the Borough of West Chester, Section 1000.5, requires an owner of a rooming unit and dwelling unit to obtain an annual rental license prior to renting or leasing such units; and

WHEREAS, Chapter 66 of the Code of the Borough of West Chester, Section 1000.5, requires an owner of a rooming unit and dwelling unit to pay an annual rental license fee which fee covers the necessary and reasonable administrative expenses incurred by the Borough in administering the rental license program established in Chapter 66 of the Borough Code; and

WHEREAS, Chapter 66 of the Code of the Borough of West Chester, Section 1000.5 provides that owners obtaining a rental license for a rooming unit or a dwelling unit shall pay a yearly rental license fee which shall be established by the Borough Council by resolution from time to time; and

WHEREAS, after calculating the actual costs of administering the rental license program for calendar year 2017, Borough Council has determined that the rental license fee for the period from July 1, 2018 through June 30, 2019 shall be \$42.00 for a dwelling unit and \$39.00 for a rooming unit;

**NOW, THEREFORE, BE IT RESOLVED**, that based on the Borough's calculation of the actual costs incurred by the Borough in 2017 to administer and enforce the rental license program and projecting the costs to continue for the rental license program in 2018-2019, Borough Council hereby establishes the following rental license fees for the periods specified below:

Period

July 1, 2018 through June 30, 2019

License Fee

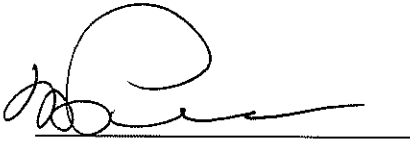
\$42.00 for a dwelling unit

\$39.00 for a rooming unit

**RESOLVED AND ADOPTED** this 18<sup>th</sup> day of April, 2018.

ATTEST:

COUNCIL OF THE BOROUGH  
OF WEST CHESTER



Michael A. Perrone, Secretary

BY: 

Diane LeBold, President

<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
Multi-Family & Non-Residential	
First \$1,000	\$104.50
Each additional \$1,000	\$15
All projects over \$20M in value ICC Model Fee	
Schedule with 4 year averaging for multiplier	

<b>ELECTRICAL PERMITS</b>	
First \$1000	\$54.50
Each additional \$1,000	\$10
Annual Maintenance Permit	\$504

<b>PLUMBING PERMITS</b>	
fees include one rough & one final inspection	
One & Two Family Dwellings (Base fee)	\$59.50
Each fixture	\$25
Multi-Family & Non-Residential (Base fee)	\$104.50
Each fixture	\$25

<b>REINSPECTIONS</b>	
Additional Inspections for all permits	\$150
<b>ZONING LETTER</b>	\$150
<b>LIQUOR LICENSE TRANSFER</b>	\$1,000

<b>PLAN REVIEW FEES</b>	
One & Two Family Dwellings, 1st review	\$100
Multi-Family & Non-residential, 1st review	\$150
Each Additional Review	\$100

<b>RENTAL PERMITS (annual)</b>	
Residential Unit/per unit	\$42.00
Rooming Unit/per unit	\$39.00

<b>ZONING HEARING BOARD</b>	
Variance, Special Exception	
Single Family Dwelling, Commercial Signs	\$400
Public & Institutional	\$600
Multi-family Dwelling, Commercial & Industrial	\$600
Each continuance by applicant	\$150

<b>ZONING MATTERS BEFORE BOROUGH COUNCIL</b>	
Validity variance and curative amendment	\$2,000
Zoning Change	\$500
Conditional Use:	
Single Family Residential	\$400
Public & Institutional	\$450
Multi-Family dwelling	\$1,200
Commercial, Industrial	\$1,200
Each Continuance:	\$150

<b>Building, Housing, Fire Prevention Code Board of Appeals</b>	\$500
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<b>SUB-DIVISION &amp; LAND DEVELOPMENT REVIEWS</b>	
(plus fee schedule of Borough Engineer as approved by Borough Council)	\$400

<b>SPECIAL PERMITS</b>	
Family Day Care Home	\$40
Outdoor Café (annual fee)	\$200
Registration Fee for Hens	\$35

<b>PUBLIC WORKS</b>	
Recycling containers	\$6
Borough disposal bags	\$2.50
Refrigerator disposal (delivered to PW)	\$55
Air conditioner disposal (delivered to PW)	\$35
Dumpster Permit (delivered to PW)	\$25
Dumpster Permit at metered parking	\$5/week \$105 week plus \$8 day
Electronics Recycling: t.v.'s (32" or less), computers monitors, printers, & computer peripherals T.V.'s over 32"	\$15 \$25

**SIDEWALK REPAIRS** No Fee

<b>CURB CUT</b>	
Curb repairs, or curb cuts made strictly for the installation of a wheelchair ramp are exempt from the curb cut fee	\$25

**VENDING LICENSE - yearly** \$100

<b>REAL ESTATE</b>	
Tax Certification	\$10
Duplicate Tax Bill (non-residents)	\$3

<b>BOROUGH TOWING CHARGES</b>	
6 am - 6 pm	\$65
6 pm - 6 am	\$75
Storage per day:	\$35

<b>STREET OPENING</b>	
for all restorations five square yards or less \$80.00 per square yard for each yard over five square yards.	\$400

<b>STREET OPENING RESTORATION COMPLETED BY THE BOROUGH</b>	
up to five square yards - \$70 for each additional sq. yd.	\$350

**EXEMPTIONS**  
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>POLICE</b>	
Alarm Registration	\$30
Alarm Registration Renewal	\$10
Accident Report	\$15

<b>Park Rentals - daily</b>	
Park rental WEEKDAY resident/non-resident	\$25
Park rental WEEKEND resident fee	\$75
Park rental WEEKEND non-resident fee	\$125
Key deposit (restrooms) refundable	\$25
<b>Special Event Application Fees (SEA)</b>	
Run, race, and/or event (non-refundable)	\$250
Block party (non-refundable)	\$50

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

METER BAGS	
Regular rate:	\$21.00
University rate:	\$13.50
Funeral rate:	\$8

GARAGE RATES - Sharpless & New	
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

SHARPLESS STREET GARAGE Semester Passes	
Semester Pass Student	\$225
Semester Pass Faculty, Staff & Others	\$260

NEW STREET GARAGE Semester Passes	
Semester Pass Student	\$200
Semester Pass Faculty, Staff & Others	\$225

STUDENT REC CENTER GARAGE Semester Passes	
Semester Pass Student	\$235
Semester Pass Faculty, Staff & Others	\$235

PARKING LOTS	
Lot #1 - Chestnut Street Garage - Monthly	\$80
Lot #2 - Bicentennial Garage - Monthly	\$75
Lot #3 - Annual Fee	\$600
Lot #5 - Leased monthly	\$50
Lot #5 - Meter per hour	\$1.50/hr
Lot #6 - Leased annually to County	\$ 48,800.00
Lot #6 - Residential permit annually	\$8
Lot #7 - Leased per month	\$50
Lot #9 - Kiosk per hour	\$1.50/hr
Lot #10 - Leased per month	\$50
Lot #10 - Kiosk per hour	\$1.50/hr
Lot #11 - Meter per hour	\$1.50/hr
Greenfield - Annual fee	\$200
Greenfield - Meter per hour	\$1.50/hr

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

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

<b>STREAM PROTECTION PROGRAM</b>	
Rate (Tiers 1-5 banded ranges; Tier 6 actual coverage)	\$6.70/1000 s.f.
Appeal Applications	\$0
Credit Applications	\$0
Certifications	\$15

<b>WASTE WATER</b>	
Rate	\$26.00 a month minimum, \$6.90 per 1000 gallons additional
Certifications	\$15
Tapping Fee	\$2,332.00/EDU

<b>RESIDENTIAL ANNUAL PARKING PERMITS</b>	
Student C - Students only	\$40
Lot #3	\$600
Lot N	\$200
All other permit areas	\$8

<b>RIGHT TO KNOW REQUESTS</b>	
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