

BOROUGH OF SWARTHMORE  
RESOLUTION NO. 2011 - 20

**A Resolution establishing a Schedule of Fees and Charges to be paid to the Borough of Swarthmore during the year 2012**

BE IT RESOLVED that the Council of the Borough of Swarthmore does hereby establish the following schedule of fees and charges to be paid to the Borough during the year 2012. Where fractions of units of measure are involved, they are always rounded to the highest whole unit.

**I. SUBDIVISION AND LAND DEVELOPMENT AND STORMWATER MANAGEMENT (DRAINAGE) PLANS**

Fees are noted below as administrative and review fees. Administrative fees are the basic cost for the application and are not refundable. Review fees are used to offset the Borough's expenses related to plan reviews. Each applicant, owner, subdivider or developer seeking approval of any plan for subdivision, land development, and/or stormwater management shall place into escrow an amount determined by the Borough to cover estimated costs for engineering reviews and/or inspections, professional planning reviews (not including the County Planning Commission and/or Conservation District application fees), specialized legal services, and other professional services used by the Borough in conjunction with the application. From this review fee escrow, the Borough will pay invoices of the professionals as they come due. Where the review fee escrow is determined to be insufficient during the processing of an application, the Borough may request additional funds from the applicant before the application is processed further. Any amount remaining in the review fee escrow account after the applicant's plans have been completed or withdrawn will be refunded to the applicant. However, there will be no refunds of amounts paid from escrow for work previously done.

• **Administrative Fees:**

(a) Residential Subdivision

<u>Number Lots/Units</u>	<u>General Fee + Lot/Unit Fee</u>
1-3 Lots/Units	\$350 + \$75/Lot or Unit
4-20 Lots/Units	\$450 + \$75/Lot or Unit
21+ Lots/Units	\$600 + \$75/Lot or Unit

(b) Lot Line Revision (fewer than 3 lots): \$250

(c) Non-Residential Subdivision or Land Development: \$500 per plan plus \$250 per lot or structure

(d) Drainage Plan \$350

• **Review fee (minimum escrow):**

\$1,500

(Review fee is waived for Drainage Plans for installation of new impervious cover less than 2,000 square feet)

**II. HEARINGS AND APPEALS**

- **Application to Zoning Hearing Board:** \$300 + any additional administrative or review costs incurred by Borough
- **Application for Conditional Use :** \$300 + any additional administrative or review costs incurred by Borough
- **Application for curative amendments, changes to the Zoning Map or change in the text of the Zoning Code:** \$500 + any additional administrative or review costs incurred by the Borough

**III. BUILDING AND HOUSING**

Applicants for permits shall pay a fee based on the schedule below. Fees are based on the estimated project cost. The Building Code Official may require the applicant to provide a contract or other similar documentation to verify the estimated project cost. All permits will be assessed the Commonwealth of Pennsylvania Uniform Construction Code Fee (\$4 as of the date of adoption of this resolution).

All contractors, including those licensed exclusively by the Commonwealth of Pennsylvania, must carry minimum insurance of \$500,000 Combined Single Limit (CSL) and Workers' Compensation Insurance as required by law.

***Green Points:** To encourage green building, the Borough provides incentive to use green building techniques and materials, called Green Points. Each Green Point awarded reduces the permit fee by 1%, to a maximum reduction of 50% of the permit cost. All permit applicants may apply for Green Points to reduce the amount of permit fees. All required documentation for compliance must be submitted with the Green Points Worksheet; final decision for reduction of fees will be determined by the Building Code Official.*

- **Contractor's License:** \$100
- **Zoning Review (required for all building permits)** \$50
- **Building permits:**
  - (a) For new structures, additions and alterations: \$20 per \$1,000 (minimum fee \$150)
  - (b) For accessory buildings under 200 square feet not intended for human occupancy: \$100
  - (c) For swimming pools (including saunas/spas): \$150
  - (d) For demolition: \$100
  - (e) For roofing and siding: \$20 per \$1,000 (minimum fee \$150)
  - (f) For patios and driveways: \$50
  - (g) For removal of an in-ground fuel storage tank: \$100

(h) For asbestos removal:	\$10 per \$1,000
(i) For fences:	\$25
<ul style="list-style-type: none"> <li>• <b>Mechanical Permits</b> (Installation, conversion, or replacement of mechanical equipment, including but not limited to, heating or air conditioning and sprinkler systems)</li> </ul>	\$30 per \$1,000
<ul style="list-style-type: none"> <li>• <b>Plumbing permits:</b> <ul style="list-style-type: none"> <li>Not exceeding three (3) fixtures: \$100</li> <li>Each additional fixture: \$100</li> <li>Connection or reconnection to public sewer: \$100</li> <li>Repairs to water or sewer service: \$100</li> <li>Installation of water heater: \$100</li> <li>Installation of back flow preventer: \$100</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Electrical permits:</b> (Does not include inspections or certifications, which are contracted directly by the applicant)</li> </ul>	\$50
<ul style="list-style-type: none"> <li>• <b>For consultation with the Building Inspector prior to submission of plans:</b></li> </ul>	\$100 per hour of inspector's time
<ul style="list-style-type: none"> <li>• <b>Certificate of Use and Occupancy</b></li> </ul>	\$75 per unit (initial or re-inspection)
<ul style="list-style-type: none"> <li>• <b>For appeals to IBC Review Board:</b></li> </ul>	\$100
<b>IV. STREETS AND UTILITIES</b>	
<ul style="list-style-type: none"> <li>• <b>Excavations between curb lines of any street</b></li> </ul>	\$100 per 1,000 sq. ft. of opening
<ul style="list-style-type: none"> <li>• <b>For restoration of street surface after Excavations</b></li> </ul>	\$500 per square yard
<ul style="list-style-type: none"> <li>• <b>Construction or repair of sidewalk, curbing, curb cut or driveway crossing the sidewalk</b></li> </ul>	\$50
<b>V. ADMINISTRATIVE AND OTHER FEES</b>	
<ul style="list-style-type: none"> <li>• <b>Street Tree Removal</b></li> </ul>	60% of the Borough's contracted cost, plus \$125 for planting a replacement tree
<ul style="list-style-type: none"> <li>• <b>Leaf Mulch</b></li> </ul>	\$60 small load

- **Copy fee** \$95 large load (\$20 delivery charge outside of Swarthmore)  
25 cents per page
- **Fingerprinting** \$25
- **Accident reports** \$15
- **Officiating at marriages** \$150
- **Hiring members of the Swarthmore Police Department for off-duty assignments** \$75 per hour
- **Restaurant license** \$100
- **Bed and Breakfast License Renewal** \$100
- **Home Day Care License Renewal** \$100
- **Sign Permit** \$50
- **Zoning and Land Development Ordinances** \$25
- **Zoning Map** \$5
- **Daily Parking Permits (12 hour meters)** \$28 per month
- **24-hour Parking Space (Myers Avenue)** \$50 per month

RESOLVED THIS 19<sup>th</sup> DAY OF DECEMBER, 2011.

SWARTHMORE BOROUGH COUNCIL  
BY:

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SUSAN D. SMYTHE  
PRESIDENT

APPROVED THIS 19<sup>th</sup> DAY OF  
DECEMBER, 2011

ATTESTED THIS 19<sup>th</sup> DAY OF  
DECEMBER, 2011

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RICHARD H. LOWE  
MAYOR

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JANE C. BILLINGS  
BOROUGH MANAGER/SECRETARY