

BOROUGH OF PENNSBURG

76 W. 6th Street, Pennsburg, PA 18073 (215) 679-4546 Fax: (215) 679-5140

FEE SCHEDULE

Effective October 8, 2024 (Approved October 8, 2024)

All building, plumbing, mechanical and general permits will have an additional fee of \$10.00 (\$4.50 for PA-UCC fees and \$5.50 administrative fees.)

BUILDING PERMITS	
Residential (Single & Two Family Dwelling)	
New Residential Construction Plus Electrical, Mechanical and Plumbing permits and fees required	1,200.00
Plan Review per Submission	200.00
Additions – Attached (Includes attached garages) Sqft of building or structure area to include porches, patios, attics, basements, & living areas.	\$0.42/sqft (min. \$350.00)
Additions – Detached (Garages over 1,000sqft, accessory structures over 1,000sqft, and decks) Sqft of building or structure area to include total area, each level. Non-Modular accessory structures 1,000sqft and over	\$0.42/sqft (min. \$250.00) 100.00
Renovations, Alterations, Modifications Sqft of building or structure area to include all areas with minimum height ceiling	\$0.42/sqft (min. \$200.00)
Re-Roofing	60.00
Building Permit Renewal	75.00
Non-Residential, Multi-Family Residential, and Institutional	
New Commercial Construction Sqft of building area on each floor including basement. \$0.60/sqft for the first 10,000sqft, \$0.25/sqft for the remaining area Plus Electrical, Mechanical and Plumbing permits and fees required	\$0.60/sqft (min. \$500.00)
Alterations, Renovations or Modifications of Existing Buildings*, non-refundable application fee <small>*This section applies to alterations, renovations & modifications that DO NOT increase the footprint of existing structures</small>	\$0.60/sqft (min. \$500.00)
Building Permit Renewal	100.00
Non-Refundable Application Fee If a permit is issued, application fee will be applied to permit fee	500.00
Roofing Up to 5,000 sqft 5,000 - 10,000 sqft 10,000 - 15,000 sqft Over 15,000 sqft	500.00 750.00 1,000.00 1,250.00
Demolition Permits	
Demolition Permit - \$0.25 per \$1,000 of demolition costs	\$0.25 per \$1,000.00 (min. \$125.00)
Plumbing Permits - Residential	
New Residential Construction (1 & 2 Family Dwellings)	400.00
Additions, Renovations & Alterations	120.00
Plus \$10.00 per \$1,000.00 of the cost or fraction thereof	

FAILURE TO OBTAIN PERMIT PRIOR TO CONSTRUCTION WILL RESULT IN PENALTY OF DOUBLE PERMIT FEE

Plumbing Permits - Non-Residential, Multi-Family Residential & Institutional	
New Commercial Construction	800.00
Additions, Renovations & Alterations	120.00
Plus \$10.00 per \$1,000.00 of the cost or fraction thereof	
Plumbing Permits - Miscellaneous	
Sewer lateral	100.00
Water lateral	100.00
Permit for any plumbing work which requires a permit but not listed elsewhere	125.00
Electrical Permits - Residential	
Service:	
Not over 200amp	100.00
200amp	150.00
400amp	200.00
Additional meters, each	25.00
New Residential Construction (1 & 2 Family Dwellings)	400.00
Additions, Alterations, Renovations (includes rough/final inspections)	120.00
Plus \$10.00 per \$1,000.00 of the cost or fraction thereof	
Mobile Homes (includes service/final inspections)	175.00
Solar Panels	300.00
In-Ground Private Pools	175.00
Generator	200.00
Permit for any electrical work which requires a permit but not listed elsewhere	125.00
Electrical Permits - Non-Residential, Multi-Family Residential & Institutional	
New Commercial Construction	800.00
Additions, Alterations, Renovations (includes rough/final inspections)	120.00
Plus \$10.00 per \$1,000.00 of the cost or fraction thereof	
Electrical plan review, per hour	100.00
Annual permit fee for inhouse maintenance projects by qualified individuals that do not require individual inspections.	125.00
Mechanical Permits - Residential	
New Residential Construction (1 & 2 Family Dwellings)	400.00
Additions, Alterations, Renovations (includes rough/final inspections)	120.00
Plus \$10.00 per \$1,000.00 of the cost or fraction thereof	
Mechanical Permits - Non-Residential, Multi-Family Residential & Institutional	
New Commercial Construction	800.00
Additions, Alterations, Renovations (includes rough/final inspections)	120.00
Plus \$10.00 per \$1,000.00 of the cost or fraction thereof	
Energy Permits - Residential	
Energy	125.00
Energy Permits - Non-Residential, Multi-Family Residential & Institutional	
Energy	200.00
Sprinkler Permits	
Up to 200 sprinkler heads	350.00

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Each additional sprinkler head		0.50
Contractor Registration		
Contractor – Non-home improvement contractors - annually		50.00
Swimming Pools, Spas & Hot Tubs		
Above Ground – Permanent Includes electrical		250.00
In Ground Plus \$15.00 per each \$1,000.00 or fractions thereof cost of pool		120.00
Above Ground Seasonal Pool – see under Zoning Permits		
Electrical Permit for Pool Pumps/Filter Operations		60.00
+ALL pools, spas and hot tubs must meet the requirements of the 2015 Pool and Spa Code.		
Additional Permit Inspections, Re-Inspections, per inspection		
Residential		85.00
Non-Residential, Multi-Family Residential & Institutional		125.00
ZONING PERMITS		
A \$5.00 Administrative Fee is charged to all Zoning Permits unless otherwise noted		
Fence – 6' maximum height		60.00
Shed		60.00
Patio – pavers, concrete, etc.		60.00
Deck		60.00
Accessory Building/Structure (other than shed) – under 1,000 sqft		120.00
Commercial Shed		120.00
Above Ground Seasonal Pool - 24" depth & greater+		100.00
Annual renewal fee(<i>no Administrative Fee required for renewal</i>)		10.00
Wood Burning Patio Unit (Chimineia) renewed annually (<i>no Administrative Fee required</i>)		10.00
*Any enclosed or roofed patio or deck is considered an addition and requires a building permit.		
Grading Permits - Residential		
Category	Permit Fees	Escrow*
Single Family Dwellings/ Single Lot Grading	\$50.00 per dwelling or lot, whichever is greater	\$200.00 per dwelling or lot, whichever is greater
Multi-Family Dwellings (apartments, town houses, twins, condos, etc.)	2-3 Units - \$50.00	\$500.00
	4 or more units - \$50.00 plus \$10.00 for each unit over 3	\$500.00 plus \$80.00 for each unit over 3
Grading Permits - Non-Residential		
Number of Acres	Permit Fee	Escrow*
Less than 1	\$50.00	\$200.00
1-4	\$75.00	\$400.00
5-25	\$15.00 per acre	\$80.00 per acre
26-50	\$375.00 plus \$9.00 per acre over 25 acres	\$2,000.00 plus \$48.00 per acre over 25 acres
Over 50	\$600.00 plus \$6.00 per acre over 50 acres	\$3,200.00 plus \$32.00 per acre over 50 acres
* Borough Engineer review and inspection costs shall be paid from the escrow account. Any remaining funds will be returned to the applicant after final sign-off of the grading work by the Borough Engineer. Additional escrow monies may be required from the applicant to ensure proper review and inspection, and these monies must be paid prior to final inspection and review.		

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Pennsburg Borough Fee Schedule

Use & Occupancy Permit	
New Residential and Residential Resale	75.00
New Commercial and Commercial Resale	100.00
*If re-inspections are required, additional fees may be applied.	
Overhead Banner/Sign Permits	
Signs - Up to 5 square feet	90.00
Each additional square foot	0.75
Overhead Banner	
Installation - (Valid non-profit agencies are exempt from a fee but must still submit a \$100.00 deposit to ensure removal)	25.00
Deposit	100.00
Road Occupancy/Driveway Permits	
A \$5.00 Administrative Fee is charged to all Driveway Permits	
Per Chapter 95 – Ordinance Number 12-03	
Residential Driveways	60.00
Commercial Driveways	120.00
Residential Sidewalks	25.00
Commercial Sidewalks`	60.00
Utilities – see permit fees on Permit Application	
Fire Safety Inspections - Commercial	
Yearly Inspection Fees	
Class 1 – Home Based Businesses-must share direct connection with living quarters and be smaller than 250 S.F. of total space	30.00
Class 2 – Businesses with no Automatic Fire Suppression System or fire alarm (excludes ADT type system)	60.00
Class 3 – Businesses with Automatic Fire Suppression Systems	90.00
Class 4 – Businesses with Automatic Fire Suppression Systems and Fire Alarms	120.00
Class 5 – High Hazard Businesses	180.00
*If violations are found requiring a re-inspection, an additional \$30.00 fee will be charged.	
General Fees/Permits	
Home Occupation – initial fee	25.00
Per year renewal fee	15.00
Rental Unit Permits, Residential – inspection required every 3 years or upon change in tenant	Per Unit 60.00 Per Room 25.00
Reinspection Fee	25.00
Trash Certification (per certification)	30.00
Trash Fee- per year/per unit using toters for solid waste	315.00
Trash Late Fee - \$25.00 per unit if paid after March 31st	25.00
Waste Haulers License – annual fee	200.00
Replacement of solid waste or recycling tote-each	65.00
Holding Tank Inspection Fee	50.00
Fees for copying public records (first 5 copies are free)	.25
Handbill & Poster Licenses per 25 bills(additional \$5.00 per person)	10.00
False Alarm – (fee is per call; first 2 calls, no charge)	250.00
Parade Permit	100.00
Blasting Permit	100.00

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Dumpster Permit (valid for 14 days) Placed in the street	20.00
Bagster/Dumpster/Temporary Storage Unit – Use on private property. First (30) days- No Fee Permit extension -may be extended (30) days	\$25.00
Clothes Donation Bin- Annual Fee	50.00
BYOB Restaurant Registration – annual fee	100.00
Written verification from Code Officer of a residential permit or approval, each	100.00
Written verification from Code Officer of a commercial (or other) permit or approval, each	500.00
Returned Check Charge	20.00
Missed Appointment Fee- all missed inspection appointments without 24 hour prior notice	25.00
Municipal Claims, Collection Fees – Attorney’s fees at the rate of \$200.00 per hour plus all costs of collection, including District Justice fees, service fees, and filing fees with the Court of Common Pleas.	
Municipal Claims Collection Fees-	
Initial review and prepare first demand letter:	\$40.00
Prepare second and final demand letter:	\$25.00
Prepare and file Civil Action with Magisterial District Justice:	\$40.00
Prepare and file Municipal Lien with Mont.County Prothonotary:	\$70.00
Prepare and file Lien Satisfaction:	\$40.00
Attend any court appearance- solicitor’s hourly litigation rate	
Road Department Service Fees	
Labor- All labor shall be billed at the employee’s hourly rate plus 35% overhead with a one-hour minimum charge.	
Equipment (per hour)	
Zero Turn Mower	20.00
Small Dump Truck	40.00
Large Dump Truck	65.00
Skid Steer	45.00
Backhoe	60.00
Utility Truck	30.00
Chipper	30.00
All Small Equipment	10.00
Contracted Services – All contracted services will be billed at actual costs plus 10% overhead.	
Zoning Issues	
Zoning Hearing*	750.00
Zoning Hearing Escrow* - required with the Zoning Hearing application	750.00
Conditional Use Hearing	750.00
Request to Re-Zone	1,500.00

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Land Development	
Land Development (without new construction)	2,000.00
(additional \$20.00 per 1,000 sq. ft. being developed)	
All Other Land Developments	3,000.00
Sketch Plan Review	
Review Fee	2,000.00
Subdivision	
One to five lots	2,000.00
Six to fourteen lots	3,000.00
Fifteen or more lots	3,500.00

***FEE SCHEDULE IS SUBJECT TO CHANGE AT ANY TIME
PER THE PENNSBURG BOROUGH COUNCIL**