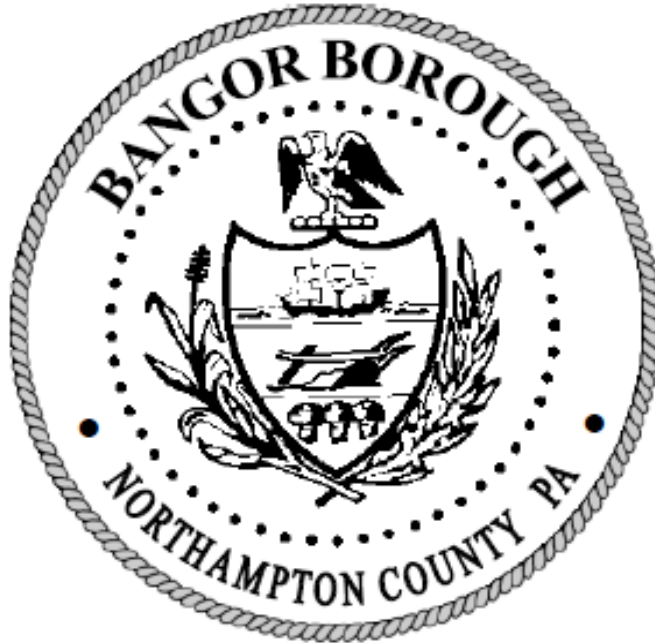
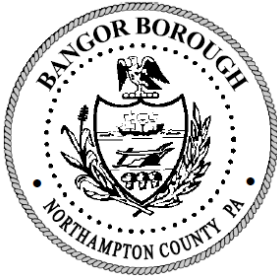


BOROUGH OF BANGOR

Fee Schedule

Last Revised January 6, 2020





BOROUGH OF BANGOR

197 Pennsylvania Avenue, Bangor, PA 18013

Phone: 610-588-2216 • Fax: 610-588-6468

<http://bangorborough.org>

FEE WAIVER OR REDUCTION POLICY

On occasion, the Borough of Bangor is asked by various groups to waive facility rental or permit fees. Fee waivers and reductions are granted by Borough Council and do not eliminate the requirements of liability insurance and event clean up. Eligibility for fee waivers or reductions largely depend on the event sponsor and the nature of the event. Events that provide a civic benefit to the entire Borough or a recognized neighborhood area, and are open to all Borough residents are best suited for obtaining a fee waiver. Events that are small gatherings among neighbors or groups are not suited for a fee waiver.

Requests for Borough services or facilities are to be made on an application specific to this purpose at least 60 days prior to the event. The requestor will be required to provide, within the application, as much information as necessary to determine the eligibility for services and any potential reduction in fees. Examples of such information are; description of event/activity, explanation of requested Borough services, designation of responsible individual, proof of organization tax status, proof of insurance, etc.

FEE STRUCTURE

1. Private individuals or groups:

Permit fees, rental fees, labor costs, contract services, insurance, deposits and any other related costs are the full and complete responsibility of the requesting party. Personnel expenses will be billed on actual cost of services performed. An estimate of total personnel costs will be provided to the renter at time of application approval; some form of security to pay these costs will be required, deposit or other acceptable proof of responsibility for payment, 14 days prior to the event. Cost for contractual services such as tents, chairs, etc. are the full responsibility of the requesting party, and must be coordinated by the requesting party. Proof of insurance in the amount acceptable to Bangor Borough Council naming Bangor Borough as additional insured will also be required, when applicable.

2. Charitable/Non-Profit groups, Civic/Community Groups:

Permit fees and rental fees for Borough facilities and equipment will qualify for a 50% reduction in the customary charges. Personnel costs will be waived fully if the work can be performed during normal scheduled work hours. Overtime personnel costs will be charged at 50% of actual costs. Some form of security to pay these costs will be required, deposit or other acceptable proof of responsibility for payment, 14 days prior to the event. Cost for contractual services such as tents, chairs, etc. are the full responsibility of the requesting party, and must be coordinated by the requesting party. All contractual services and the items included must be listed on the fee waiver application. Proof of insurance in the amount acceptable to Bangor Borough Council naming Bangor Borough as additional insured will also be required.

3. Governmental:

If the requesting unit is a Borough Board or Commission, or an agency with which the Borough has an agreement or arrangement for mutual cooperation of service provisions, there will be no charge for permits, rental of facilities or equipment. There will be no charge for personnel costs if incurred during normal scheduled work hours. Any overtime personnel costs will be negotiated between the units prior to the event. Contractual service costs will be the responsibility of the requesting Governmental unit. Proof of insurance in the amount acceptable to Bangor Borough Council naming Bangor Borough as additional insured will also be required, when applicable.

4. Community Events:

Public events organized by supported non-profit organizations, benefiting the residents of the Borough, such as holiday parades, Christmas Tree Lighting and Veteran's Day celebration will be considered for a full waiver of permit fees and/or rental fees. Activities or events such as 5k charity runs, fundraisers, or any other charitable activities will not be considered a community event; fee waivers will be considered for these types of activities under paragraph 2. Major events such as music festivals and concerts will have fees negotiated on a case by case basis with the Bangor Borough Council to make a final decision on fees and/or cost sharing. Cost for contractual services such as tents, chairs, etc. are the full responsibility of the requesting party, and must be coordinated by the requesting party. Proof of insurance in the amount acceptable to Bangor Borough Council naming Bangor Borough as additional insured will also be required.

5. Borough Facilities:

The Borough owns and operates such facilities as the Bee Hive Community Center, Bangor Memorial Park complex, Pennico Park and others. Any events held at these locations, including buildings, parking lots, and adjacent grounds, outside of their respective typical operations will be subject to this policy as appropriate depending on the type of event. This shall also apply to other entities owned in fee simple or held in public easement, such as all streets and alleys.

6. Fee Schedule:

Bangor Borough Council shall set a fee schedule, which may be revised, as necessary each year. Any provision for allowing community service in lieu of rental or permit fees, shall be included in the fee schedule, and approved on a case by case basis.

7. Amendment and Interpretation:

The Borough Manager and/or Borough Council shall determine, on a case by case basis, which category is applicable to each requesting organization or event. Any material amendment to this policy shall be made by Borough Council resolution.

BOROUGH OF BANGOR ADMINISTRATION & FINANCE

| Description | Fee |
|-------------|-----|
|-------------|-----|

| Taxes | |
|--|----------------------|
| Real Estate Tax (based on 100% Assessment) | |
| General Fund | 16.60 mills |
| Fire Protection Fund | 0.525 mills |
| Earned Income Tax | 1.23% gross earnings |
| Emergency Municipal Services Tax | \$52.00 |
| Real Estate Transfer Tax | 1% of purchase price |
| Tax Certification Fee | \$25.00 |

| Sales | |
|-----------------------------------|---|
| Maps/Plans | |
| Color 11x17 | \$2.00 |
| Black & White 11x17 | \$1.00 |
| Plans Copied | Cost of outsourcing plus \$25.00 courier |
| Black and White 8 1/2 X 11 Copies | \$0.25 per copy |
| Color 8 1/2 X 11 Copies | \$0.50 per copy |
| Postage | Actual cost per USPS |

| Permit Parking* | |
|--|--------------------|
| Monthly Permit Fee | \$40.00 per space |
| Quarterly Permit Fee | \$100.00 per space |
| Monthly Permit Fee for 3 spaces | \$100.00 |
| Monthly Permit Fee for each additional space after the first three | \$25.00 per space |
| | |

| Fees** | |
|---|---|
| Lien Fee | \$75.00 |
| Returned Check Fee | \$35.00 |
| Yard Sales (2 consecutive days) | \$5.00 |
| Solicitation/Transient Permit | \$50.00 per person (valid for 30 days) |
| Transient Permit for Community Events | \$50.00 for season (May - Oct) |
| Rent of meeting room in Borough Administration Office (BeeHive Building) | \$20.00 per hour (\$40.00 minimum) |

*Permit parking fees apply as set forth above, except where an existing lease agreement was in place prior to adoption.

** All fees and charges will be enforced in accordance with the Borough's Fee Waiver or Reduction Policy

**BOROUGH OF BANGOR
ADMINISTRATION & FINANCE**

| Description | Fee |
|------------------------------------|---|
| Animals*** | |
| Permit for Animals, Birds and Fowl | \$45.00 |
| Impounding and Claiming of Animals | \$25.00, plus actual costs for daily feeding and boarding |
| Dogs and Cats | \$25.00 flat rate, plus \$25.00 per day |

***As set forth in Ordinance #980

BOROUGH OF BANGOR ZONING & CODE ENFORCEMENT

| Description | Fee |
|-------------|-----|
|-------------|-----|

| Use & Occupancy Permit – Certificate of Compliance | |
|---|---|
| Accessory building & structures (over 1,000 sf) | \$80.00 |
| Residential (New, Re-sale & Final) | \$80.00 per unit |
| Non-Residential (New, Re-sale & Final) | \$100.00 under 1,000 sf \$200.00 1,001 to 5,000 sf \$400.00 over 5,000 sf |
| Re-Inspections* | \$40.00 |

| Residential Rental Unit Registration and License | |
|---|------------------|
| Rental Registration | \$25.00 per unit |
| Annual Rental License Due by June 30 th | \$25.00 per unit |
| Annual Rental License Paid after June 30 th | \$50.00 per unit |
| Rental License/Registration Reinstatement | \$50.00 per unit |
| Rental Registration Transfer | \$25.00 |
| Re-Inspections* | \$25.00 |
| Disruptive Board of Appeals | \$500.00 |

| Zoning Permit | |
|--|---------------|
| General Zoning Permit (for UCC Permits requiring zoning review/approval) | \$60.00 |
| Accessory Structure (under 1,000 sf) Including Sheds, Patios, & Decks | \$60.00 |
| New or Change of Use | \$60.00 |
| New or Change of Sign | \$40.00 |
| Temporary Sign or Structure | \$40.00 |
| Fence | \$60.00 |
| Demolition Permit | \$100.00 |
| Grading | \$120.00 |
| Dumpster Permit | \$40.00 |
| Blasting Permit | Per DEP Reg's |

| Fees | |
|-----------------------|---------|
| Moving Permits | \$5.00 |
| Contractor's Licenses | \$75.00 |

*Fee will be assessed for each inspection following the initial inspection

BOROUGH OF BANGOR PARKS AND RECREATION

| Description | Fee |
|---|----------------------|
| Swimming Pool | |
| Season Pass | |
| • Family* | \$175.00 |
| • | |
| • Individual | \$100.00 |
| • Senior (Age 60 and older/ Student (Grades K-12)) | \$70.00 |
| Daily Pass | |
| • Adult | \$5.00 |
| • Child (13 and under)** | \$4.00 |
| • Senior | \$3.00 |
| • All - Twilight (After 5PM) | \$3.00 |
| • Day Care Rentals (Adult staff free – max 3 hrs stay) | \$3.00 per child/day |
| Pool Party During Pool Hours (Individual admission required plus fee to reserve tables) | \$55.00 |
| Evening Pool Party (private two hours after pool closes, 50-person max) | \$240.00 |

*Up to four (4) persons in a family (living in the same household), \$20 for each additional family member

**Children three (3) and under are free with a paying adult

| | |
|---|-------------------------------|
| Multi-Purpose Field, Stadium and Park Use*** | |
| Multi-Purpose Fields (Memorial or Pennico Parks) | |
| • Field Hockey (each season) | \$350.00 per organization |
| • Softball (each season) | \$300.00 per organization |
| • Baseball (each season) | \$300.00 per organization |
| • Soccer (each season) | \$350.00 per organization |
| • Daily Use | \$55.00 per day |
| Park Special Activity Permit (for approved events when not using fields or stadium) | |
| General Approved Use | \$500.00 per day |
| Approved Use with Alcohol | \$750.00 per day |
| Stadium Use | \$1,000.00 per event |
| Stadium Lights | \$300.00 per event (2 hr max) |

| | |
|--|--------------------------|
| Other*** | |
| Volleyball | \$150.00 per team/season |
| Basketball Courts | \$25.00 per event/day |
| Pavilion Rental | \$60.00 per day |
| 5k Run/Walk or other road closure events | \$150.00 per event/day |

***All fees and charges will be enforced in accordance with the Borough's Fee Waiver or Reduction Policy, which may include additional charges for staff overtime and will require proof of insurance.

BOROUGH OF BANGOR PLANNING & DEVELOPMENT

| Description | Fee |
|-------------|-----|
|-------------|-----|

| Submission Type | |
|---|---|
| Major / Minor Subdivision*** Sketch, Preliminary, Preliminary/Final and Final Submission | \$1,500.00 plus \$100.00 per EDU/dwelling unit |
| Major / Minor Land Development*** Sketch, Preliminary, Preliminary / Final and Final Submissions | \$1,500.00 plus \$50.00 per acre |
| Conditional Use Appeal | \$1,000.00 plus 1/2 of stenographers fee* |
| Lot Line Adjustment or Lot Consolidation | \$550.00 |

Please note: The maximum fee paid for all new submissions shall be \$5,000.00

* The applicant must pay 1/2 half of the stenographer's invoice following the initial meeting and for each subsequent meeting until the appeal or rezoning request is complete.

| Escrows for Subdivisions / Land Development** | |
|--|----------------------------|
| Subdivision | \$2,000/lot – max \$30,000 |
| Land Development | \$5,000/lot – max \$30,000 |

**The Borough will draw down the escrow for all fees associated with the plan review process. Applicant will be required to replenish the escrow upon notice from the Borough.

***All applications for Subdivision and Land Development must be submitted to the Lehigh Valley Planning Commission (LVPC) for review. Costs associated with the County review are not included in the Borough fees. The County fee can be found on the current LVPC Act 247 Fee Schedule.

BOROUGH OF BANGOR PUBLIC WORKS

| Description | Fee |
|-------------|-----|
|-------------|-----|

| Highway Occupancy Permits | |
|---|--|
| Street Excavation* | |
| Application Fee | \$7.00 per Sq. Ft. |
| Inspection Fee | \$70.00 per hour |
| Degradation Fee (applies to each excavation) | |
| Pavement age more than 5 years | \$0.00 |
| Pavement age less than five years (more than three) | \$150.00 |
| Pavement age less than three years (more than one) | \$300.00 |
| Pavement age less than one year | \$500.00 |
| Escrow (when required) | \$100.00 per longitudinal foot (or a lesser amount as approved by Borough Council) |
| Sidewalks/Curbing | \$3.00 per Linear Ft. Maximum Fee \$125 |
| Driveway | \$110.00 |

| Lawn Care Services | |
|---------------------------|--|
| Mowing | \$50.00 per hour, plus equipment costs |
| Administration Fee | \$20.00 per occurrence |

| Snow Removal Services | |
|------------------------------|--|
| Snow Removal | \$50.00 per hour, plus equipment costs |
| Administration Fee | \$20.00 per occurrence |

| Inspection Fees | |
|--------------------------|------------------|
| Code Enforcement Officer | \$55.00 per hour |
| Public Works Supervisor | \$50.00 per hour |
| Borough Engineer | \$90.00 per hour |

*As per standards and requirements as set forth in Ordinance #976

BOROUGH OF BANGOR POLICE

| Description | Fee |
|-------------|-----|
|-------------|-----|

| Reports | |
|-----------------|-----------------|
| Accident Report | \$15.00** |
| Incident Report | \$0.25 per page |

| Alarm Fees | |
|--------------------|--|
| Alarm Registration | \$45.00 first year \$25.00 each year thereafter |

| Charges for Services | |
|-----------------------------|--|
| Fingerprinting | \$20.00 |
| Police Cost Recovery | \$40.00 per hour for each officer* |
| Event Security | 1 1/2 times regular rate for full time senior officer plus all benefits and expenses |

*As adopted by Ordinance #815

**Unless applicable provisions in the PA Right to Know Law requires a lesser amount to be charged

BOROUGH OF BANGOR ZONING APPEAL

| Description | Fee |
|-------------|-----|
|-------------|-----|

| Zoning Hearing Board | |
|--|-------------|
| Variance, Special Exception, Enforcement Notice, and other Types of Zoning Appeals | |
| Residential | \$550.00* |
| Other Uses (Commercial, Industrial, & Institutional) | \$1,000.00* |

| Specific Types of Zoning Appeals | |
|---|------------------------|
| Challenge to Validity of Ordinance Map | \$2,500.00 |
| Request for Change of Zoning | \$1,500.00 |
| Curative Amendment | \$2,500.00 |
| Hearing Postponement Only | 50% of Application Fee |

*The applicant must pay the stenographer's invoices following the initial meeting and for each subsequent meeting until the appeal is complete.

BOROUGH OF BANGOR BUILDING CODE APPEAL

| Description | Fee |
|--|------------|
| Building Code Hearing Board | |
| Variance, Enforcement Notice, and other Types of Building Code Appeals | |
| Residential | \$2,000.00 |
| Other Uses (Commercial & Industrial) | \$2,000.00 |

BOROUGH OF BANGOR UCC PERMITS

BUILDING/GENERAL PERMIT FEE SCHEDULE

Note: A \$4.50 surcharge per permit is required to be assessed on each permit issued, in accordance with Pennsylvania Act 36 of 2017.

Residential

One & Two Family Dwellings

New Construction

| | |
|---|---------------------|
| Plan Review Fee: | \$150.00/submission |
| Single Family Dwelling up to 3,500 gross square feet | \$595.00 |
| Per 100 gross square feet or fraction thereof above 3,500 square feet | \$20.00 |

**Mechanical, Electrical and Plumbing Permit Fees Additional*

**Gross square footage shall include basement, each floor level, garage, decks and porches*

**Measurements shall be from exterior face of wall to exterior face of wall*

Additions

| | |
|---|---------------------|
| Plan Review | \$ 85.00/submission |
| Up to 500 gross square feet | \$225.00 |
| Per 100 gross square feet or fraction thereof above 500 square feet | \$20.00 |

**Mechanical, Electrical and Plumbing Permit Fees Additional*

Alterations

| | |
|------------------------|-------------------------|
| Plan Review | \$ 85.00/submission |
| Based on 2 inspections | \$125.00 <i>minimum</i> |

**Additional inspections charge re-inspection fees*

**Mechanical, Electrical and Plumbing Permit Fees Additional*

Decks/Accessory & Utility Buildings

| | |
|--|---------------------|
| Plan Review: | \$ 85.00/submission |
| Up to 500 gross square feet (unfinished & unconditioned*) | \$120.00 |
| *where an accessory structure also includes finished & conditioned space | +\$150.00 |
| Per 100 gross square feet or fraction thereof above 500 square feet | \$10.00 |

Manufactured Homes

| | |
|---------------|----------|
| HUD Certified | \$200.00 |
|---------------|----------|

**Includes Mechanical, Electrical and Plumbing Permits*

Roof

| | |
|-------------------------|---------|
| Re-roof, non-structural | \$75.00 |
|-------------------------|---------|

| | |
|--|-----------------|
| Fire Sprinkler System | \$225.00 |
| Swimming Pools | |
| All pools | \$195.00 |
| <i>* Includes Electrical Permit</i> | |
| Signs | |
| Signs requiring final inspection only | \$50.00 |
| Signs requiring footing and final inspections | \$100.00 |
| Re-Inspection Fees | |
| First re-inspection | \$42.50 |
| Each additional re-inspection | \$85.00 |
| Demolition Permit | |
| | \$100.00 |
| Miscellaneous Construction | |
| <i>Cell towers, retaining walls, etc.</i> | |
| 1.5% of total cost of construction (materials and labor) | \$70.00 minimum |

Non-Residential

Commercial & Residential – other than One & Two Family Dwellings

New Construction

| | |
|---|------------------|
| \$23.00 per 100 gross square feet or fraction thereof | \$500.00 minimum |
|---|------------------|

**Includes Mechanical, Electrical and Plumbing Permits*

**Gross square footage shall include basement, each floor level, garage, decks and porches*

**Measurements shall be from exterior face of wall to exterior face of wall*

**Plan Review Fees Additional*

Additions

| | |
|---|------------------|
| \$23.00 per 100 gross square feet or fraction thereof | \$500.00 minimum |
|---|------------------|

**Includes Mechanical, Electrical and Plumbing Permits*

**Plan Review Fees Additional*

Alterations

| | |
|---|------------------|
| \$23.00 per 100 gross square feet or fraction thereof | \$360.00 minimum |
|---|------------------|

**Includes Mechanical, Electrical and Plumbing Permits*

**Plan Review Fees Additional*

Demolition

| | |
|--|----------|
| | \$100.00 |
|--|----------|

Roof

| | |
|-------------------------|---------|
| Re-roof, non-structural | \$75.00 |
|-------------------------|---------|

Miscellaneous Construction*Cell towers, retaining walls, etc.*

| | |
|--|-----------------|
| 1.5% of total cost of construction (materials and labor) | \$70.00 minimum |
|--|-----------------|

Fire Sprinkler System

| | |
|-------------------------------|----------|
| 1 to 200 heads | \$350.00 |
| Each additional head over 200 | \$0.50 |

Fire Detection/Alarm System

| | |
|--------------------------------|----------|
| Up to 15,000 gross square feet | \$150.00 |
| Each additional square foot | \$0.01 |

Alternate Fire Suppression System

| | |
|------------------------------------|--|
| 1.5% of total cost of construction | |
|------------------------------------|--|

Re-Inspection Fee

| | |
|-------------------|---------|
| Per re-inspection | \$85.00 |
|-------------------|---------|

PLAN REVIEW FEES**New Construction**

| | |
|----------------------------------|------------------|
| \$8.50 per 100 gross square feet | \$500.00 minimum |
|----------------------------------|------------------|

Includes Building, Energy, Accessibility, Mechanical, Electrical and Plumbing*Renovations/Alterations/Change of Use**

| | |
|----------------------------------|------------------|
| \$8.50 per 100 gross square feet | \$225.00 minimum |
|----------------------------------|------------------|

**Includes Building, Energy, Accessibility, Mechanical, Electrical and Plumbing*