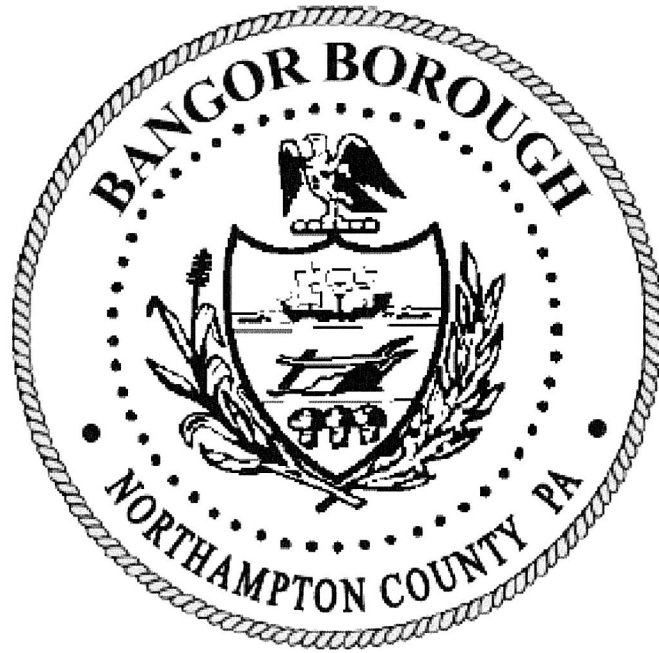


# BOROUGH OF BANGOR

## *Fee Schedule*

*Last Revised October 21, 2024*





# **BOROUGH OF BANGOR**

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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
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<b>Taxes</b>	
Real Estate Tax (based on 100% Assessment)	
General Fund	Set annually by Ordinance
Fire Protection Fund	Set annually by Ordinance
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

<b>Sales</b>	
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

<b>Parking</b>	
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
Fee in Lieu of Parking	\$840.00 per space per year

<b>Fees**</b>	
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)

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

<b>Animals***</b>	
Permit for Animals, Birds and Fowl	\$45.00
Impounding and Claiming of Animals	\$25.00, plus actual costs for

**BOROUGH OF BANGOR  
ADMINISTRATION & FINANCE**

<b>Description</b>	<b>Fee</b>
	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
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<b>Use &amp; Occupancy Permit – Certificate of Compliance</b>	
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

<b>Residential Rental Unit Registration and License</b>	
Rental Registration	\$100.00 per unit
Annual Rental License Due by June 30 <sup>th</sup>	\$100.00 per unit
Annual Rental License Paid after June 30 <sup>th</sup>	\$150.00 per unit
Rental License/Registration Reinstatement	\$150.00 per unit
Rental Registration Transfer	\$20.00
Re-Inspections*	\$20.00
Disruptive Board of Appeals	\$1,000.00

<b>Zoning Permit</b>	
General Zoning Permit (for UCC Permits requiring zoning review/approval)	\$80.00
Accessory Structure (under 1,000 sf) Including Sheds, Patios, & Decks	\$80.00
New or Change of Use	\$80.00
New or Change of Sign	\$50.00
Temporary Sign or Structure	\$50.00
Fence	\$80.00
Demolition Permit	\$100.00
Dumpster Permit	\$40.00 (Valid for 15 Days)
Blasting Permit	Per DEP Reg's

<b>Grading Permit</b>	
Grading Permit Application Fee	\$120.00
Grading Permit Escrow	\$1,500.00

<b>Fees</b>	
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
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<b>Swimming Pool</b>	
Season Pass	
• Family*	\$175.00 (Resident)/ \$350 (Non-Resident)
• Individual	\$100.00 (Resident)/ \$170 (Non-Resident)
• Senior (Age 60 and older/ Student (Grades K-12))	\$70.00 (Resident)/ \$140 (Non-Resident)
Daily Pass	
• Adult	\$5.00 (Resident)/ \$12 (Non-Resident)
• Child (13 and under)**	\$4.00 (Resident)/ \$10 (Non-Resident)
• Senior	\$3.00 (Resident)/ \$10 (Non-resident)
• All - Twilight (After 5PM)	\$3.00 (Resident)/ \$5 (Non-resident)
• 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)	\$275.00

\*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

**Resident Rate is for Slate Belt Resident, Non-resident Rate is for anyone residing outside of the Slate Belt.**

<b>Multi-Purpose Field, Stadium and Park Use***</b>	
Multi-Purpose Fields (Memorial or Pennico Parks)	
• Field Hockey (each season)	\$450.00 per organization
• Softball (each season)	\$400.00 per organization
• Baseball (each season)	\$400.00 per organization
• Soccer (each season)	\$450.00 per organization
• Daily Use	\$75.00 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	\$350.00 per event (2 hr max)

<b>Other***</b>	
Volleyball	\$150.00 per team/season
Basketball Courts	\$25.00 per event/day

# BOROUGH OF BANGOR PARKS AND RECREATION

Description	Fee
Pavilion Rental	\$80.00 (Resident)/\$100 (Non-resident) 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
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<b>Submission Type</b>	
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 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 the stenographer's invoice for the initial meeting and for each subsequent meeting until the appeal or rezoning request is complete.

<b>Escrows for Subdivisions / Land Development**</b>	
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.

<b>Fee In Lieu Of Dedication of Park and Recreational Land</b>
\$1,500.00/lot

# BOROUGH OF BANGOR POLICE

Description	Fee
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## Reports

Accident Report	\$15.00**
Incident Report	\$0.25 per page

## Police Recordings

Cost per recording- In-car or Body Camera (As per Law Enforcement Recording Act 22 of 2017)	\$100.00 up to 32GB of data \$50.00 for each additional 32GB of data
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## Alarm Fees

Alarm Registration	\$45.00 first year \$25.00 each year thereafter
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## 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 PUBLIC WORKS

Description	Fee
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<b>Highway Occupancy Permits</b>	
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

<b>Lawn Care Services</b>	
Mowing	\$90.00 per hour, plus equipment costs
Administration Fee	\$20.00 per occurrence

<b>Snow Removal Services</b>	
Snow Removal (Shoveling and Snow blowing)	\$90.00 per hour, plus equipment costs
Snow Removal (Trucks and Heavy Equipment)	\$200.00 per hour, plus equipment costs
Administration Fee	\$20.00 per occurrence

<b>Inspection Fees</b>	
Code Enforcement Officer	\$55.00 per hour (Minimum one hour)
Public Works Supervisor	\$50.00 per hour
Borough Engineer	\$100.00 per hour

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

# BOROUGH OF BANGOR ZONING APPEAL

Description	Fee
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<b>Zoning Hearing Board</b>	
Variance, Special Exception, Enforcement Notice, and other Types of Zoning Appeals	
Residential	\$1,250.00*
Other Uses (Commercial, Industrial, & Institutional)	\$1,500.00*

<b>Specific Types of Zoning Appeals</b>	
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 for the initial meeting and for each subsequent meeting until the appeal is complete.