BOROUGH OF ST. LAWRENCE AMENDMENT TO THE FEE SCHEDULE OF JANUARY 2025, ADDING ADMINISTRATION FEES TO PERMITS

RESOLUTION 921-2025

BE AND IT IS HEREBY RESOLVED that the Borough Council of the Borough of St. Lawrence, Berks County, Pennsylvania, desires to adopt the following amendment to the schedule of fees, including penalties and reimbursement of professional fees for 2025 and beyond by adding administration fees to permits.

WHEREAS the Borough Council desires to adopt the amended schedule of fees for the Borough of St. Lawrence for the 2025 calendar year and every year thereafter.

WHEREAS the Borough of St. Lawrence and the Borough Council find it necessary and appropriate to impose an administration fee to defray the cost of the review, processing, issuance, and other related administration costs, and ensure the efficient operation of the municipality's permits.

WHEREAS in addition to any and all other permits, fees, surcharges, or costs currently in effect, an administration fee of \$25.00 shall be added to each Residential and Commercial UCC Permit, and shall be paid at the time of the permit payment, and is non-refundable. The Borough of St. Lawrence reserves the right to withhold the issuance of a permit until all fees are paid.

WHEREAS the administration fee resolution may be amended annually by the Borough Council of the Borough of St. Lawrence

WHEREAS IT IS FURTHER RESOLVED the attached updated and amended schedule of fees for the Borough of St. Lawrence adding a \$25.00 administration fee.

PASSED AND APPROVED at the regular meeting of the St. Lawrence Borough Council, Berks County, Pennsylvania, held this 11th day of September 2025

ST. LAWRENCE BOROUGH COUNCIL

Robert May, PRESIDENT

Corrine Zana, MAYO

ATTESTED:

Amanda Muso, BOROUGH SECRETARY

ADMINISTRATION Late fee on invoices over 30 days past due Mailing Fee Actual Charges plus handling fee(includes Certified Mail, Priority Mail, etc.) Mail handling free Actual Charges plus handling fee(includes Certified Mail, Priority Mail, etc.) Photocopies: per page - one side letter/legal size	ST I AWDENCE POPOUCH FEE SCHEDIN			
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Return Check Charge \$ 2,5.00		\$	311.00	See Resolution 720
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Personnel Manager				
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Office Staff \$ 65.00 / hour Road row \$ 42.50 / hour Road row \$ 42.50 / hour Road row \$ 42.50 / hour Road master/GIS specialist \$ 85.00 / hour \$ 80.00 / ho			440.00	/I
Road Crew \$ 42.50 Phour	· · · · · · · · · · · · · · · · · · ·			
Readmaster/GIS Specialist \$ 85.00 /hour				
Equipment - all fees without operator per current FEMA fee schedule	Roadmaster/GIS Specialist	\$	85.00	/hour
BACKHOE - CAT 420F	Other Staff	\$	40.00	/hour
BACKHOE - CAT 420F	Equipment - all fees without operator per current FEMA fee schedule			
SKID STEER LOADER 81HP - 86422 \$ 78.88 hour	BACKHOE - CAT 420F			
SKID STEER BROOM - 9154-1 St. 22				
TRAILER - EQUIPMENT 8800 DUMF TRUCK F-350 PICK-UP TRUCK F-350 Add Plow on either Vehicle in addition to vehicle charge Add Salt Spreader in addition to Vehicle Charge Salt: Current contract price **Thour Add Salt Spreader in addition to Vehicle Charge Add Salt Spreader in addition to Vehicle Charge Salt: Current contract price **Thour Add Salt Spreader in addition to Vehicle Charge Salt: Current contract price **Thour Add Salt Spreader in addition to Vehicle Charge **Thour Add Salt Spreader in addition to Vehicle Charge **Thour Add Salt Spreader in addition to Vehicle Charge **Thour Add Salt Spreader in Add Salt Spreader i				
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Miscellaneous Hearings \$ 1,000.00 *		\$		
	Miscellaneous Hearings	\$	1,000.00	*

HEARINGS BEFORE BERKS COUNTY UCC APPEALS BOARD

Fees established by the County of Berks. Application & Payment made to the County of Berks.

Residential under IRC - one & 2 family Per current County Fee Schedule Non-Residential

Per current County Fee Schedule

MILEAGE REIMBURSEMENT

Current IRS rate

DEDMIT	HIINTING	BUDUIGH	OWNED	PROPERTY	ONI V
PERMII -	HUNIING .	·BURUUGH	OWNED	PROPERIT	UNLI

MIT - HUNTING - BOROUGH OWNED PROPERTY ONLY			
ANNUAL APPLICATION FEE			
	Per Season	\$ 15.00	
MIT - PEDDLING			
Foot Peddler - per person selling			
	Per Week	\$ 10.00	
	Per Month	\$ 30.00	
	Per Year	\$ 100.00	
Peddler operating from vehicle - per person selling			
	Per Week	\$ 20.00	
	Per Month	\$ 60.00	
	Per Year	\$ 250.00	

PERMITS - UNIFORM CONSTRUCTION CODE (UCC)

- 1. A CERTIFICATE OF INSURANCE LISTING THE BOROUGH AS CERTIFICATE HOLDER MUST BE SUBMITTED WITH EVERY APPLICATION
- 2. IF WORKER'S COMPENSATION INSURANCE IS NOT INCLUDED IN INSURANCE COVERAGE, A NOTARIZED AFFIDAVIT IS REQUIRED
- 3. PERMITS WILL NOT BE ISSUED UNTIL ALL FEES ARE PAID
- 4. ZONING PERMIT REQUIRED BEFORE UCC PERMITS WILL BE ISSUED

First Sheet of each Discipline	\$ 100.00	
Each additional sheet	\$ 25.00	
PLAN REVIEW & INSPECTION FEE - ACCESSIBILITY		
UP TO 5 ACCESSIBLE ELEMENTS	\$ 125.00	
6 OR MORE ACCESSIBLE ELEMENTS	\$ 250.00	
STATE UCC PERMIT FEE		
All UCC Permits	\$ 4.50	

UCC PERMITS						
BUILDING, PLUMBING, MECHANICAL & ELECTRICAL			2% of Fair Market Value (FMV) of construction*			
		*FMV fi	nal determination by E	BCO		
*Minimum Permit Fees						
	Residential Permit	\$	150.00			
	Residential EZR Permit (See Schedule)	\$	80.00			
	Commercial Permit	\$	300.00			
	Commercial EZC Permit (See Schedule)	\$	160.00			
UCC PERMIT PROCESSING FEE A	S OF 10/01/2025	\$	25.00			

EZ PERMIT SCHEDULE

A minor UCC Permit listed below, which requires only one inspection visit by the corresponding Code Official

NOTE 1: Subject to Additional Inspection Fees

NOTE 2: List may be updated to include additional items or remove items

NOTE 3: Failure to obtain a permit prohibits use of an EZ Permit

NOTE 4: RESIDENTIAL - Job value less than \$ 7,500. AND One Inspection

NOTE 4: COMMERCIAL - Job value less than \$ 15,000. AND One Inspection

	Residential	Commercial
Building		
Siding (> 35% Coverage)	√	✓
Roof (Replace Existing, reshingle, etc.)	✓	✓
Shed/ Out Building (200 SF to 999 SF)	✓	✓
Driveway and Paving	N/A	N/A
	Residential	Commercial
Plumbing		<u> </u>
Trap or Fixture		✓
Domestic Hot Water Including Relief Valve	✓	✓
Hydronic Heating, Relief Valve	✓	✓
Rain Conductor (All)	N/A	✓
Back Flow Preventer - Water Service - Domestic Water	✓	✓
Water Conditioner	✓	✓
Water Pump	✓	✓
Grease Trap	N/A	✓
Sewage Ejector	✓	✓
Sump Pump	✓	✓
Mechanical		
Furnace - Air Handler	✓	✓
AC Condensing Unit	✓	✓
Vent Piping	✓	✓
Gas Piping Exhause Fan	✓	✓

100 & 200 Amp Service Burglar/Fire Alarm System					
Burglar/Fire Alarm System		✓			✓
		✓			✓
CCTV System/Telephone		.,			./
		¥			Y
Minor Upgrade	Add 3 or less new circuits; 10 or less lights,				
	receptacles, switches or devices without opening				
	walls	✓			✓
Demolition	Wano	•			•
		4			
Accessory Structure <= 1,000	SF	✓		ı	N/A
Deck		✓		ı	N/A
Fire - Annual Safety Inspecti	ions				
Commercial Rental Unit	0110	✓			./
		•			✓.
Commercial Retail Space		N/A			\checkmark
Restaurant & Commercial Coo	oking	N/A			\checkmark
Sprinkler System	· ·	N/A			✓
					•
ADDITIONAL INSPECTION F	EEC				
	EES		Φ.	00.00	
Failed Inspection			\$	80.00	
Missed Inspection			\$	80.00	
FAILURE TO OBTAIN A REC	UIRED UCC PERMIT PRIOR TO COMMENCING	WORK	DO	UBLE PERMIT F	EES
DEMOLITION/DEMOVAL DE	DMIT LICC				
DEMOLITION/REMOVAL PE					
Commercial & Industrial - Entir	e Building		\$	500.00	
Commercial & Industrial - Inte	rior		\$	150.00	
Residential - Building > 1,000			\$	150.00	
1.000 - 1,000	○ ,		Ψ	130.00	
UCC CODE COMPLIANCE R	EVIEW - AS PART OF ENFORCEMENT ACTION	1			
Residential			\$	150.00	
			Ψ.		
TRADE DECICEDATION					
TRADE REGISTRATION					
All Disciplines			\$	30.00	Annually
SEWAGE ENFORCEMENT F	EES - ONLOT SEPTIC SYSTEM				
Permit Application			\$	65.00	
• •			Ψ		
Field/Consultation				Hourly Rate	
Investigation/Malfunction				Hourly Rate	
Observe/Conduct Probes			\$	65.00	/Probe
Observe Percolation			\$	195.00	
Conduct Percolation			\$	390.00	
Design Review:					
	Elevated Sand		\$	98.00	
	Pressure Dosed		\$	98.00	
	In-Ground		\$	65.00	
	Drip Irrigation		\$	130.00	
Permit Issue/Deny			\$	33.00	
Inspection:					
•	Elevated Sand (4 @ \$98.00)		\$	390.00	
	In-Ground		\$	195.00	
	Drip Irrigation		\$	390.00	
Reissue Expired Permit			\$	130.00	
•			\$	130.00	
Verify Prior Testing			\$	33.00	
Verify Prior Testing Transfer Permit			Φ	33.00	
Transfer Permit	-ul-		•	05.00	
Transfer Permit Hourly Rate for Unspecified W			\$	65.00	
Transfer Permit Hourly Rate for Unspecified W Additional reimbursement for o	out of pocket expenses and administrative/unspeci	fied	\$		
Transfer Permit Hourly Rate for Unspecified W Additional reimbursement for o		fied	\$	65.00 Actual Cost	
Transfer Permit Hourly Rate for Unspecified W Additional reimbursement for o services will be billed at cost.	out of pocket expenses and administrative/unspeci	fied	\$		
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Transfer Permit Hourly Rate for Unspecified W Additional reimbursement for o services will be billed at cost. GROUND FACILITIES FEES	out of pocket expenses and administrative/unspeci Travel will be billed at prevailing IRS rate.			Actual Cost	Donosit
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Side walk repair per Ordinance 191

\$ 50.00

STORMWATER/DRAINAGE PLAN REVIEW & CONSTRUCTION

Application Fee	\$ 200.00	
Spend down account	\$ 1,000.00 *	
Construction Observation	Actual Costs **	

^{*}Any fees remaining will be reimbursed. If fees exceed deposit amount, an additional deposit may be required to continue review.

STREET OPENING PERMIT

Ordinance 260 as amended by Ordinance 434

F	F	F	c

Application Fee - Curb or Sidewalk Only - Non Refundable	\$ 50.00	plus restoration fee
Application Fee - Street Opening - Non Refundable	\$ 200.00	plus restoration fee
Street Boring - Exploratory	\$ 100.00	per hole
Intersection with Traffic Signal - Non Refundable	\$ 250.00	
Restoration Fee - Refundable	\$ 105.00	per sq yard
Traffic Signal Override Fee	\$ 100.00	per occurrence

PENALTIES

Failure to Obtain Street Opening Permit prior to Excavation (Non-Emergency) 3 times total permit fee (includes the Restoration fee). No portion of the penalty will be refunded.

Requirements for opening newly improved street: If by special action of the Borough Manager or Borough Council, as the case may be, a permit is issued to open any paved and improved street surface less than five years old, then the applicant for such permit shall improve the opening and/or excavation for the entire distance from curb to curb of the subject street and otherwise comply with Borough requirements. These requirements may be waived by action of the Borough.

The Borough, at its discretion, may require any and all application materials or related subsequent construction or improvements to be reviewed and/or inspected by the Borough Codes Enforcement Officer, Borough Engineer, Borough Solicitor, or other consultants, with the applicant being responsible for all costs of said review as billed to the Borough.

SUBDIVISION AND LAND DEVELOPMENT

PLAN REVIEW FEES

All fees in excess of the applicable filing fee incurred for review of plans and report(s) thereon by the Borough's engineer or other professional consultant will be billed in accordance with the ordinary and customary charges of the Borough's engineers or other professional consultant to the Borough. The applicant shall, prior to the Borough approval of the Final Plan, pay the Borough the excess amount expended in reviewing the plans/reports. Any unused portion of the total fee charged to any applicant will be returned to the applicant. This refund will be made only after plan approval by the Planning Commission, Borough Council and the approved plans are filed with the County. No development or subdivision plan shall be approved unless all fees have been paid in full.

Administrative Expense	\$	250.00
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County Planning Commission Review Fees

Per current County Fee Schedule

100.00

75.00

Residential			
Minor Subdivision Sketch Plan		\$	1,000.00
Brief Subdivision Sketch Plan		\$	1,000.00
Plus additional for each lot or dwelling unit		\$	50.00
Brief Subdivision Final Plan		\$	1,500.00
Plus additional for each lot or dwelling unit		\$	50.00
Major Residential Subdivision Sketch Plan		\$	2,500.00
Major Residential Subdivision Preliminary Plan Plus additional lot or dwelling unit fee		\$	3,500.00
Major Residential Subdivision Final Plan Plus additional lot or dwelling unit fee		\$	3,500.00
** Lot or Dwelling unit fees as follows:	First 10 lots or units (each)	¢	150.00
	This to lots of utilis (each)	Ψ	130.00

Next 100 lots or units (each) \$

Each additional lot or unit (each) \$

^{**} Expense deducted from the spend down account

	ision or Land Development		Φ.	4 500 00		
Sketch Plan Plus additional lot fee			\$	1,500.00 **		
Preliminary Plan			\$	2,000.00		
Plus additional lot fee				**		
Final Plan			\$	2,000.00		
Plus additional lot fee				**		
** Lot or Dwelling unit fees as fol	llows:					
Ÿ		0 lots or units (each)		150.00		
		00 lots or units (each) onal lot or unit (each)		100.00 75.00		
		oa. 101 01 a (0a0)	•	. 0.00		
G PERMIT Ential						
Accessory Building, Sheds, Deta	ached Garages					
	-	< 200 sq. ft.		25.00		
		> 200 sq. ft.	\$	50.00		
Zoning Site Plan Review/Impe						
Initial Review - Establish Existing			\$ \$	50.00		
Zoning Review after Initial Revie	v v v		φ	25.00		
Zoning Review - Construction						
Swimming Pool - New Construction			\$	75.00		
			•	100.00		
Addition to primary structure			\$ Plus Co	100.00 nsultant Fees		
New Home			\$	200.00		
Zanina Dlan Bayiayy			Plus Co	nsultant Fees		
Zoning Plan Review By Consultants - Actual Fees bill	led		See atta	iched Fee Schedule	<u> </u>	
Change of Tanant and/or Use	Derking and/or Line Deview					
Change of Tenant and/or Use	 Parking and/or Use Review One Tenant or Use per property 			\$100.00		
			Plus Co	nsultant Fees		
	Two Tenants and/or Uses per property		Plus Co	\$150.00 nsultant Fees		
	Three Tenants and/or Uses per property		1 140 001	\$225.00		
Four	or more Tenants and/or Uses per property		Plus Consultant Fees			
Foui	of more renams and/or oses per property		Plus Co	\$300.00 nsultant Fees		
7 · 11 0D ''D · 41			•	000.00		
Zoning Use & Permit Review (In-	cluding Initial Impervious Coverage)		\$ 200.00 Plus Consultant Fees			
Zoning Review by Consultants				consulatant Fees		
				Fees		
Zoning Review by Consultants Alteration to primary structure			\$			
Alteration to primary structure			\$ Plus Cor	Fees 200.00 nsultant Fees		
Alteration to primary structure			\$ Plus Coi \$	Fees 200.00		
Alteration to primary structure New Construction	0.25		\$ Plus Coo \$ Plus Coo	Fees 200.00 nsultant Fees 200.00 nsultant Fees		
Alteration to primary structure New Construction	0 - 25	sq. ft.	\$ Plus Coo \$ Plus Coo	Fees 200.00 nsultant Fees 200.00		
		sq. ft.) sq. ft.	\$ Plus Coo \$ Plus Coo \$ Plus Coo \$	Fees 200.00 nsultant Fees 200.00 nsultant Fees 75.00 nsultant Fees 100.00		
Alteration to primary structure New Construction		sq. ft.) sq. ft. q. ft.	\$ Plus Col	200.00 nsultant Fees 200.00 nsultant Fees 75.00 nsultant Fees 100.00 nsultant Fees		
Alteration to primary structure New Construction	26 - 50	sq. ft.) sq. ft. q. ft.	\$ Plus Col	Fees 200.00 nsultant Fees 200.00 nsultant Fees 75.00 nsultant Fees 100.00 nsultant Fees		
Alteration to primary structure New Construction Signs	26 - 50	sq. ft.) sq. ft. q. ft.	\$ Plus Col	200.00 nsultant Fees 200.00 nsultant Fees 75.00 nsultant Fees 100.00 nsultant Fees		
Alteration to primary structure New Construction	26 - 50	sq. ft.) sq. ft. q. ft.	\$ Plus Col	200.00 nsultant Fees 200.00 nsultant Fees 75.00 nsultant Fees 100.00 nsultant Fees		
Alteration to primary structure New Construction Signs STRY/TIMBER HARVEST	26 - 50	sq. ft.) sq. ft. q. ft.	\$ Plus Col	200.00 nsultant Fees 200.00 nsultant Fees 75.00 nsultant Fees 100.00 nsultant Fees 150.00 nsultant Fees		
Alteration to primary structure New Construction Signs STRY/TIMBER HARVEST Application Fee Plan Review Fees	26 - 50	sq. ft.) sq. ft. q. ft.	\$ Plus Col	Fees 200.00 nsultant Fees 200.00 nsultant Fees 75.00 nsultant Fees 100.00 nsultant Fees 150.00 nsultant Fees		
Alteration to primary structure New Construction Signs STRY/TIMBER HARVEST Application Fee	26 - 50	sq. ft.) sq. ft. q. ft.	\$ Plus Col	Fees 200.00 nsultant Fees 200.00 nsultant Fees 75.00 nsultant Fees 100.00 nsultant Fees 150.00 nsultant Fees	spection	