

RESOLUTION 2022-03
BOROUGH OF JIM THORPE

FEE SCHEDULE RESOLUTION
FEBRUARY 10, 2022

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Jim Thorpe, County of Carbon, Commonwealth of Pennsylvania that the schedule of fees and charges for the Borough of Jim Thorpe is as follows:

For all permits, any costs incurred by Jim Thorpe Borough which exceed the referenced fee will be billed to the applicant. Permit Application Fee is the minimum due and are non-refundable & will be credited on the cost of approved permit total.

Administration

Photocopy Charge	\$ 0.25 per page
Zoning Map	\$ 2.00
Fax Charge	\$ 1.00 per page
Returned Check Service Fee	\$ 35.00 per item plus bank fee

Police

Incident Report	\$ 15.00
Accident Report	\$ 15.00
Photographs	\$ 35.00 first photo \$ 10.00 ea. additional photo
Kiosk Space Rental	\$ 10.00
Parking Cone Deposit (refunded after return of cones)	\$ 15.00
Parking Barricade Deposit (refunded after return of barricades)	\$ 70.00

Miscellaneous

Moving Permit	\$ 5.00
Sidewalk Repair/Replace Permit	\$ 5.00
Vendor Permit (per person, per location)	\$ 30.00 daily
Vendor Permit (per person, per location)	\$ 400.00 annually
Plumbing License	\$ 50.00 annual
Health Inspection	\$ 55.00 annual
Health Re-Inspection	\$ 30.00 annual
Health License	\$ 5.00 annual
Parking Lot Space Rental Fee	\$ 60.00 monthly
Parking Permit	\$ 15.00
Permit Parking Guest Pass	\$ 5.00
Handicap Parking Sign Application	\$ 250.00
Handicap Parking Sign Renewal	\$ 30.00 annual
Pool/Hot Tub Renewal Permit (for water re-fills, if necessary)	\$ 35.00
Recycling Can	\$ 9.00

Park Facilities Rental

Beer Garden Rental	\$ 175.00
Concession Building	\$ 175.00
Pavilion	\$ 175.00

Cancellations with more than 30 days' notice will receive a refund of one-half of deposit paid
Cancellations of 30 days or less will not receive a refund of deposit paid

Hearings

Application for Property Maintenance Code Board of Appeals	\$ 100.00
Application for PA UCC Board of Appeals	\$1,000.00

All requests for any unused portions of fees paid must be submitted, in writing, to the Borough

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Sewage Enforcement

(Note: no excavation or digging is included in the below rates)

On-Lot Sewage Permit – New	\$ 828.00
On-Lot Sewage Permit – Repair	\$ 540.00
Re-verification prior testing	\$ 414.00
Well Permit	\$ 60.00
Well Renewal Permit	\$ 60.00
Subdivision Work	\$ 828.00 per lot
Sewage Enforcement Officer Hourly Rate	\$ 60.00

(including, but not limited to malfunctions, investigations, hearings, office related work, etc.)

If Sewage Enforcement Officer determines the number of inspections will exceed the minimum charge, Applicant is responsible for the costs of additional inspection fees.

Zoning and Subdivision

"See Attachment A which is incorporated herein by reference as though set forth at length."

Utility Services

"See Attachment B which is incorporated herein by reference as though set forth at length."

Uniform Construction Codes

"See Attachment C which is incorporated herein by reference as though set forth at length."

**FEES FOR APPLICATION & PERMITS OBTAINED SUBSEQUENT TO CONSTRUCTION ARE
DOUBLE THE NORMAL AMOUNT**

Effective Date

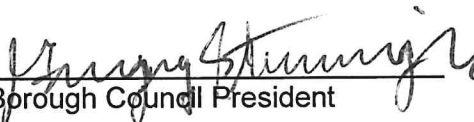
These fees will take effect on February 11, 2022.

RESOLVED by the Borough Council of the Borough of Jim Thorpe this 10th Day of February, 2022 at a duly advertised public meeting.

ATTEST:

BOROUGH OF JIM THORPE


Secretary/Assistant Secretary

By: 
Borough Council President

By: 
Michael Sofranko
Mayor

RESOLUTION 2022-03
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FEE SCHEDULE RESOLUTION
FEBRUARY 10, 2022

ATTACHMENT "A"

RESOLUTION NO. 2022-03
BOROUGH OF JIM THORPE

ATTACHMENT "A"
ZONING, SUBDIVISION & OTHER FEE SCHEDULE

For all permits, any costs incurred by Jim Thorpe Borough which exceed the referenced fee will be billed to the applicant. Permit Application Fee is the minimum due and are non-refundable & will be credited on the cost of approved permit total.

Zoning Permit Application Fee Payable to Jim Thorpe Borough

Residential Application Fee	\$ 60.00
Non-Residential Application Fee	\$120.00
Sign Application Fee	\$ 60.00
Change of Use Application Fee	\$120.00

Zoning Permit Application Fees are the minimum due and are non-refundable & will be credited on the cost of approved permit total. Total permit fees charged will be at \$60.00 per hour. All fees must be paid prior to release of approved permits.

Highway Occupancy Permit

Residential Driveway	\$ 60.00
Non-Residential Driveway	\$125.00
Road Opening Permit	Per Attached Penn Dot Fee Schedule
Road Opening Permit Bond	
Underground Facilities (100ft increments)	\$ 1,000.00
Surface Openings (Less than 36 S.F.)	\$ 500.00
Above Ground Facilities	\$ 250.00

Other Permits

Home Occupation	\$ 125.00
Mobile Home Park	\$ 125.00 + \$25.00 per lot
Planned Residential Development	\$ 125.00 + \$25.00 per lot
Wind Turbine Farm	\$ 175.00 + \$0.20 per sq. ft. of lot coverage
Timber Harvest	\$ 125.00
Short Term Rental Permit	\$ 60.00
Short Term Rental Renewal Permit	\$ 60.00
Short Term Rental Inspection Fee	\$ 60.00

Other

Zoning Officer Hourly Rate	\$ 60.00
(including, but not limited to investigations, site visits, on-site meetings, hearings, office related work, etc.)	

Floodplain Permit (Based on Cost of Construction)

Up to \$5,000.00	\$10.00 + \$1.00 per each \$1,000 over \$5,000
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Sidewalks & Curbs – New/Expanded/Altered

Sidewalks/Curb Permit Fee with design	\$1,950.00
Sidewalk/ Curb Permit Fee without design	\$1,000.00

Stormwater Management Plan Permits

Stormwater Plan Determination Fee	\$ 350.00
Stormwater Plan Permit Fee	\$ 550.00

(Determination fee will be applied to this Permit fee)

Permit Application Fee is the minimum due and are non-refundable & will be credited on the cost of approved permit total. Total permit fees charged will be at \$132.00 per hour. All fees must be paid prior to release of approved permit.

Zoning Hearing Board *

Application for Variance, Special Exception, Appeal	\$ 600.00 (Initial Hearing)
Each Subsequent Hearing	\$ 250.00
Validity Challenge	\$1,000.00
Zoning Change	\$1,000.00

* *Any costs incurred by Jim Thorpe Borough which exceed the above referenced fee will be billed to the applicant.
All requests for refunds of unused application fees shall be submitted to the borough in writing.*

Hearings before the Governing Body *

Conditional Use	\$ 600.00
Curative Amendment	\$10,000.00

* *Any costs incurred by Jim Thorpe Borough which exceed the above referenced fee will be billed to the applicant.
All requests for refunds of unused application fees shall be submitted to the borough in writing.*

Planning Commission (Subdivision & Land Development) *

Sketch Plan – with no improvements	\$ 750.00
All other Sketch Plans	\$1,500.00
Three (3) Lots or less with no improvements	\$1,000.00
Four (4) Lots or more with no improvements	\$1,500.00
With improvements with estimated costs to exceed one million dollars (\$1,000,000.00)	\$5,000.00
All other subdivisions and land developments	\$1,500.00

* *Borough Engineering Review Fees will be an additional cost to be paid by the applicant/developer, at the rate set by the Borough Engineer. No Subdivision or Land Development Plan will be released by the Borough until the Borough receives all fees due.*

Please Note: No zoning application is complete until all zoning fees are paid. Submission date will be determined by date when all required documents, information and completed application is submitted.

* *Any costs incurred by Jim Thorpe Borough which exceed the above referenced fee will be billed to the applicant.
All requests for refunds of unused application fees shall be submitted to the borough in writing.*

Payment of Fees

All fees are due and payable, in full, at the time the submission (including inter alia an application, appeal, plan or permit request or other package) is presented to the Borough for filing. Any fees noted as "paid under protest", "with reservations", "without prejudice" (or similar language) will cause the submission to be rejected and not accepted; and, under such circumstances, the submission will be returned to the applicant. Any charges over and above the collected application and review fees are the responsibility of the applicant and must be paid in full prior to the release and/or recording of final documents.

Engineering, legal and administrative fees will be charged to each individual account. The initial applicant may request any remaining balance in writing. Any charges over and above the collected application and review fees are the responsibility of the applicant and must be paid in full prior to the release and recording of the plans. Prior to recording, applicant must submit all recording fees to the Borough.

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BOROUGH OF JIM THORPE

FEE SCHEDULE RESOLUTION
FEBRUARY 10, 2022

ATTACHMENT "B"

RESOLUTION NO. 2022-03
BOROUGH OF JIM THORPE

ATTACHMENT "B"
UTILITY FEE SCHEDULE

Section 1. Sewer Services Charges. The rates charged by the Borough for sewer services furnished by it to the public shall be as follows:

- A. Minimum charge. All sewer residential customers shall be subject to a monthly minimum charge based on the required size of meter to render adequate water service, which minimum charge shall entitle the consumer to consumption of 1,000 gallons of water.

- (1) R-1 through R-8 are based upon one minimum bill.

Customer Classification	Size of Meter (inches)	Minimum Charge per Month
R1	5/8 to 3/4	\$23.86
R2	1	\$71.51
R3	1 1/4	\$111.79
R4	1 1/2	\$156.46
R5	2	\$268.16
R6	3	\$424.71
R7	4	\$670.58
R8	6	\$1,341.19

- (2) M1 through M9 are based upon two or more minimum bills.

Customer Classification	Minimum Charge Per Month
M1: Nonmetered Residential	\$73.78
M2: Two minimum bills	\$49.17
M3: Three minimum bills	\$73.78
M4: Four minimum bills	\$98.35
M5: Five minimum bills	\$122.96
M6: Six minimum bills	\$147.54
M7: Seven minimum bills	\$172.54
M8: Eight minimum bills	\$196.72
M9: Four minimum bills through 1 inch meter	\$145.21
R9: Six minimum bills through 1 inch meter	\$194.45

- (3) S1S through S3 are based upon sewer service only

Customer Classification	Minimum Charge Per Month
S1S: Residential Sewer Only	\$51.23
S3: Commercial Sewer Only	\$23.86

B. Consumption charge.

- (1) In addition to the foregoing minimum charges, all metered consumers shall pay a consumption charge per consumption in excess of 1,000 gallons per month as follows:

Consumption (gallons per month)	Residential per 1,000 Gallons	Commercial per 1,000 Gallons
1,001 to 3,000	\$9.47	\$10.68
3,001 to 5,000	\$8.55	\$9.24
5,001 to 20,000	\$7.12	\$7.82
All over 20,000	\$3.23	\$3.94

- (2) All those customers billed through customer classification M2 through M9 shall have an increased minimum gallon per month for the number of minimum bills. For example, when there are two minimum bills, the minimum gallons will be 2,000 gallons. Further, for example, an M5 customer the minimum gallons will be 5,000 gallons. Any usage in excess of 5,000 gallons will be billed at the consumption charge set forth above.

- (3) Surcharges.

- [1] Industrial establishments discharging sanitary sewage and/or industrial wastes into the sewer system having a BOD in excess of 200 ppm and a suspended solids content in excess of 260 ppm shall pay a strength of waste surcharge, in addition to applicable volume charges set forth in this Section 1, equal to 5/100 of 1% for each ppm by which the BOD exceeds 200 ppm plus 5/100 of 1% for each ppm by which the suspended solids exceed 260 ppm. Surcharges shall be applicable to billing for sewer rentals or charges imposed upon all industrial establishments. The percentage of surcharge shall be applied to the volume charge for the particular industrial establishment.

- [2] The strength of waste to be used for establishing the amount of surcharge will be determined at least once annually either; by suitable sampling and analyses of the wastes for a three-day period during which time the strength of waste being discharged or production is at a maximum; or by relating production and waste strength at the time of sampling to waste strength at maximum production if sampling is not performed at the time of maximum production; or from estimates made by this Borough; or from known relationships of products produced to strengths of waste for those industries where such factors have been established. In establishing waste strengths for surcharge purposes, analysis shall be made in accordance with procedures outlined in the latest edition of "Standard Methods for the Examination of Water and Wastewater" published by the American Public Health Association, Inc.

Section 2. Garbage Services.

- A. Fees for residential collection and disposal service shall be set at \$25.00 per month.
- B. The fees for commercial collection and disposal service shall be \$46.08 per month.
- C. All bills for collection and disposal service shall be rendered monthly to the owner of each property based on the number of residential and/or commercial units. A residential unit and a commercial unit shall include occupied and unoccupied units.
- D. The use of a dwelling or accessory building in the pursuit of an occupation pursuant to regulations contained in Section 500-40 of the Jim Thorpe Borough Code shall be deemed a residential use for purposes of fees for garbage services.

Section 3. Water Services. The rates charged by the Borough for water furnished by it to the public shall be as follows:

- A. Minimum charge. All water residential customers shall be subject to a monthly minimum charge based on the required size of meter to render adequate service, which minimum charge shall entitle the consumer to consumption of 1,000 gallons of water.

- (1) R-1 through R-8 are based upon one minimum bill.

Customer Classification	Size of Meter (inches)	Minimum Charge per Month
R1	5/8 to 3/4	\$33.59
R2	1	\$86.13
R3	1 1/4	\$130.53
R4	1 1/2	\$179.79
R5	2	\$302.93
R6	3	\$475.53
R7	4	\$746.60
R8	6	\$1,485.94

- (2) M1 - M9 are based upon two or more minimum bills.

Customer Classification	Minimum Charge Per Month
M1: Nonmetered Residential	\$88.62
M2: Two minimum bills	\$61.49

Customer Classification	Minimum Charge Per Month
M3: Three minimum bills	\$88.62
M4: Four minimum bills	\$115.71
M5: Five minimum bills	\$142.85
M6: Six minimum bills	\$169.95
M7: Seven minimum bills	\$197.51
M8: Eight minimum bills	\$224.17
M9: Four minimum bills through 1 inch meter	\$167.47
R9: Six minimum bills through 1 inch meter	\$221.67

B. Consumption charge.

- (1) In addition to the foregoing minimum charge, all metered consumers inch shall pay a consumption charge per consumption in excess of 1,000 gallons per month as follows:

Consumption (gallons per month)	Residential per 1,000 Gallons	Commercial per 1,000 Gallons
1,001 to 3,000	\$11.00	\$11.79
3,001 to 5,000	\$ 9.43	\$10.20
5,001 to 20,000	\$ 7.86	\$ 8.64
All over 20,000	\$ 3.57	\$ 4.35

- (2) All those customers billed through customer classification M2 through M9 shall have an increased minimum gallon per month for the number of minimum bills. For example, when there are two minimum bills, the minimum gallons will be 2,000 gallons. Further, for example, an M5 customer the minimum gallons will be 5,000 gallons. Any usage in excess of 5,000 gallons will be billed at the consumption charge set forth above.

Section 4. Terms of payment.

- A. Bills for water, sewer and garbage furnished for all purposes shall in general be rendered on a monthly basis, a month to consist of any period of approximately 30 days. A fractional part of a month equal to or exceeding 15 days shall be considered a full month for the purpose of determining the minimum charge. Upon request of any user, the Borough of Jim Thorpe will remove the water meter from his property and discontinue minimum charges thereon, and will thereafter upon request and payment of a reconnection charge, established pursuant to a resolution of the Borough Council, reinstall the meter or a similar meter at the property and reestablish service.
- B. Usage, service and minimum charges shall be payable at the Municipal Office on a net basis to and including the date shown on the bill rendered. Thereafter, the gross bill shall become due and payable. Failure to receive a bill shall not entitle an owner or user to an extension of time for payment. Any owner or user whose account for utility service is in arrears shall pay the gross amount on each bill until all outstanding indebtedness is paid.
- C. If an employee of the Borough of Jim Thorpe collects the amount of delinquent bill at the user's or owner's premises prior to termination of service, a collection charge of ten (\$10.00) dollars shall be collected therewith.
- D. Failure to pay either usage, service or minimum charges within 15 days after the gross bill becomes due shall be cause for termination of water services until payment is made on all outstanding charges for water service, provided that in no case shall the water supply be shut off until 10 days after written notice of an intention to do so has been mailed to the person liable for payment.
- E. If service is terminated under the conditions set forth in Subsection D above, a reconnection charge of \$10.00 shall be paid before service is restored.

- F. If the Borough of Jim Thorpe has agreed to provide water service through a separate meter and separate service line to a residential dwelling unit in which the owner does not reside, the owner shall be liable to pay the tenant's bill for service rendered to the tenant by the Borough of Jim Thorpe.
- G. All bills shall be considered due and payable when rendered. Payments will be considered delinquent if not received in the Borough Office prior to 15 days after the date of the bill. If payment is not received in the Borough Office within 15 days after the date of the bill, the bill shall be subject to a penalty of 15%. If the amount on a delinquent account exceeds one thousand (\$1,000) dollars, the Borough may refer the account in to the Borough Solicitor with instructions to proceed for the collection for unpaid charges, together with all penalties thereon and including cost of compelling payment.

Section 5. Sewer Tap in Fees:

The tap in fee for sanitary sewer service as set forth in Section 355-11 of the Jim Thorpe Borough Code shall be Three Thousand Five Hundred (\$3,500.00) Dollars per EDU as defined in the aforementioned Ordinance of the Borough of Jim Thorpe. In addition, at the time of application to connect a sewer service, a deposit in the amount of \$100.00 shall be paid. Further, when the final sewer connection is made, an inspection fee of \$90.00 shall be assessed.

Section 6. Water Connection Fees:

The connection fee for water service as set forth in Section 431-4 of the Jim Thorpe Borough Code shall be One Thousand (\$1,000.00) Dollars per EDU as defined in the aforementioned Ordinance of the Borough of Jim Thorpe. In addition, at the time of application to connect to service, a deposit in the amount of \$100.00 shall be paid. The Customer Facilities Fee shall be based on the actual cost of connection from the property line or curb line to the proposed dwelling building to be served. This amount shall be determined at the time of connection. A deposit of \$100.00 shall be made towards the Customer Facilities fee.

Section 7. Meter Testing Fee:

The fee to have a meter tested by an outside party shall be \$100.00, or the actual cost charged by the third party at the time of testing. If the meter is found to be functioning correctly, the customer will be responsible for the testing fee. If the meter is found to be non-functioning, the Borough will be responsible for the fee.

RESOLUTION 2022-03
BOROUGH OF JIM THORPE

FEE SCHEDULE RESOLUTION
FEBRUARY 10, 2022

ATTACHMENT "C"

RESOLUTION NO. 2022-03
BOROUGH OF JIM THORPE

ATTACHMENT "C"
BUILDING CODE OFFICIAL ADMINISTRATIVE FEE SCHEDULE

For projects utilizing Bureau Veritas – see attached fee schedules

- All fees to be paid directly to Bureau Veritas

For projects utilizing alternate approved Third-Party Agency –

- Application fees to be paid to Borough of Jim Thorpe
 - Residential Application \$ 70.00 plus \$4.50 State fee
 - Non-Residential Application \$160.00* plus \$4.50 State fee

*includes non-residential ADA audit
- All other fees associated with the permitting process shall be paid directly to the approved Third-Party Agency. Please contact such agency for fee schedules.

Other

Change of Use Application Fee \$ 160.00

Building Code Official & Inspector Hourly Rate \$ 65.00

(Including, but not limited to investigations, site visits, on-site meetings, hearings, office related work, etc.)

PA UCC Permit Application Fees are non-refundable.

Any costs incurred by Jim Thorpe Borough which exceed the above referenced fee will be billed to the applicant.

All fees must be paid prior to release of approved permits.