

**BOROUGH OF COOPERSBURG
LEHIGH COUNTY, PENNSYLVANIA**

RESOLUTION #2023-3

**RESOLUTION ESTABLISHING ADMINISTRATIVE FEES FOR APPLICATIONS,
PERMITS AND LICENCES, AND COSTS OF MUNICIPAL SERVICES**

WHEREAS, in the opinion of Borough Council the current administrative fees & costs charged by the Borough of Coopersburg need to be updated routinely. These administrative fees include applications, permits & licenses, fines, & costs for municipal services;

NOW, THEREFORE, IT IS HEREBY RESOLVED that the following administrative fees & costs shall be set & charged by the Borough Of Coopersburg:

1. Building Permit Including, but not limited to – New Construction, additions, renovations, accessory structures, decks, roofs, demolition, fences, pools, pavement, electric, HVAC, plumbing	See Building Code Fee Schedule + Current State Fee + Borough Fee \$50
2. Zoning Permit Application Including all permits, decks, pools, accessory structures, & other zoning determinations	\$50.00
3. Appeal to Building Board Of Appeals/Zoning Hearing Board – Special Exceptions/Variances	\$750.00
4. Sign Permit (Unless additional Permits are needed – electrical & building)	\$50.00
5. Land Development & Subdivision (Plan Review) (Final Fee based on actual cost of review)	\$750.00
6. Inspection of Rental Unit (Ordinance 577)	\$102.00 per unit
7. Re-inspection of Rental Unit	\$30.00 per visit
8. Property Maintenance Violations: a. Tall Grass/High Weeds/Rodent Harborage b. Rubbish/Refuse build-up c. Sidewalk Snow/Ice Removal d. Unregistered/Inoperable Cars e. General Property Maintenance Violations	1 st - Letter Warning 2 nd - \$10.00 Fee 3 rd - \$50.00 Fee 4 th - If issue is not resolved in time allotted, a citation will be issued with the Magistrate.

9. Ordinance Copies a. Zoning Ordinance b. Subdivision & Land Development Ordinance	\$20.00
10. Water Rates	See Current Authority Resolution
11. Sewer Rates per quarter	\$118.80 base rate +\$2.13 per 1000 gallons of water usage
12. Refuse Charge per quarter	\$150.00
13. Water Tapping Fee	See Current Authority Resolution
14. Sewer Tapping Fee / EDU	\$4000.00 each
15. Recreational Fee (per lot or unit, assessed at final approval)	\$2500.00
16. Utility Collection Fees a. Certified Mailings b. Posting of Property for Collection c. Water Shut-Off/Turn-On d. Settlement Letters/Utility Certifications	\$25.00 Each
17. Returned Check Fee	\$30.00
18. Recycling Bin Replacement	\$20.00
19. Stormwater BMP Inspections	See Stormwater Ordinance
20. Tax Certification	\$20.00
21. Moving Permit (In/Out of Borough)	\$25.00 each
22. Parking Violation Warnings may be issued by Borough Staff. Tickets may only be issued by Police.	\$10.00 If not paid – State Citation is issued
23. Police Accident / Incident Report	\$15.00
24. Civil Cases (Reproduction of paper case/photographs)	\$50.00 + Cost of reproduction
25. Dogs at large taken into custody by Police	\$30.00
26. Police Records Research	\$25 per request
27. Peddler's Permit (Only issued by Police Chief)	\$100.00 annually + Cost of Background

28. False Alarm	\$50.00 per instance
29. Impound Fee	\$50.00 per day
30. Road Opening Permit (Ordinance 4-90)	\$72.00
31. Vacation of Street/Alley Request	\$1800.00
32. New Establishment Health Inspection	See PA Department of Agriculture
33. Health Investigation / Property Maintenance Inspection by Zoning / Code Officer	\$60.00 per day
34. Appeal to the Board of Health	\$300.00
35. Research Fee per hour	\$30.00 per hour
36. All other Fees or Fines included in Ordinances not listed here will remain the same as stated in said Ordinance.	See Specific Ordinance if unlisted

REPEALER: Any prior Resolution, administrative fee or license cost inconsistent with this Resolution are hereby repealed effective the same date as this Resolution.

ADOPTED AND ENACTED this 21st day of March, 2023.