

**CITY OF COATESVILLE
COUNTY OF CHESTER**

AN ORDINANCE AMENDING CHAPTER 108, FEES, OF THE GENERAL LAWS OF THE CITY OF COATESVILLE, PENNSYLVANIA, BY DELETING IT IN ITS ENTIRETY AND REPLACING IT WITH LANGUAGE PERMITTING THE SETTING OF FEES BY RESOLUTION.

WHEREAS, the City of Coatesville (“City”) is a Third Class City operating by means of a home rule charter; and

WHEREAS, the City Council of the City of Coatesville (“Council”) has determined that it should set City fees by resolution; and

WHEREAS, §2-301.I of the City Charter requires that the City pass an ordinance to amend or repeal any ordinance previously adopted; and

WHEREAS, Council desires to adopt this Ordinance amending the General Laws of the City of Coatesville, Pennsylvania, to set the City’s fees by resolution, as set forth below.

NOWHEREFORE, in accordance with the foregoing authority, which incorporates all rights and powers granted to the City of Coatesville under the Third Class City Code and those powers set forth under its Charter, the City hereby enacts and ordains as follows:

SECTION 1. Chapter 108, Fees, shall be amended by deleting the section in its entirety and replacing it as follows.

Chapter 108. Fees

§ 108-1. Fees established.

Fees for the following shall be in the amount established by resolution of the Council of the City of Coatesville and set forth in the City of Coatesville Fee Schedule:

- A. Alarm devices.
 - (1) Installation permit (regular).
 - (2) Installation permit (senior citizen).
- B. Hot-water heater installation.
- C. (Reserved)
- D. Building contractor's license.
 - (1) Commercial building contractor.
 - (2) Home improvement contractor insurance registration.
- E. Tree removal.
- F. Application to Noise Control Board for special variance.
- G. (Reserved)
- H. Replacement of lost, defaced or destroyed original amusement tax certificate or seal.
- I. Charge for collection, transport and disposal of:

- (1) Up to 1/2 cubic yard of solid waste per week.
 - (a) Yearly reduction per unit for each resident who pays his or her solid waste bill in its entirety when first due and by the deadline for a first installment payment.
- (2) Additional service and administrative cost of application review.
 - (a) Fee for disposal of television.
 - (b) Fee for disposal of computer monitor.
 - (c) Fee for disposal of tires: \$5 per/tire if dropped off.
 - (d) Fee for disposal of refrigerators/air conditioners/freezers.

J. Peddling and soliciting:

- (1) License application fees:
 - (a) One-day license.
 - (b) One-week license.
 - (c) One-month license.
 - (d) One-year license.
 - (e) Group license. Two or more people per week with corporate verification.
- (2) Deposit fees:
 - (a) One-day license.
 - (b) One-week license.
 - (c) One-month license.
 - (d) One-year license.
 - (e) Group license.

K. Plumbing fees:

- (1) Examination fee:
 - (a) If examination is taken at a regular meeting of the Board of Examiners.
 - (b) If examination entails a special meeting of the Board of Examiners.
- (2) Application for reregistration (add to building contractor's license fee):
 - (a) Master plumbers, firms and corporations.
 - (b) Journeymen plumbers.
 - (c) Apprentice plumbers.
- (3) Reciprocal license (add to building contractor's license fee):
 - (a) Master plumbers, firms and corporations.
 - (b) Journeymen plumbers.
 - (c) Apprentice plumbers.

K.1. Public Works Department fees.

- (1) Equipment: hourly rate (with a one-hour minimum).

- Bill air compressor
- Backhoe 24 inches
- Jackhammer
- Concrete saw
- Blade 16 inches
- 71-inch mower
- Skid loader

- 16-inch chain saw
- Dump truck
- Pickup truck
- Generator
- Tamper

(2) Labor, hourly rate.

L. Solid waste fees:

- (1) Annual license fee for private trash haulers.
- (2) Annual license fee for recyclable collectors.
- (3) Registration for private collection, transport and disposal of solid waste per tax parcel serviced by a dumpster supplying such service.
- (4) Penalty fee to be added to the base fee.
- (5) Collection of trash fees.

(a) Fees to be added to unpaid claims.

[1] Notice expense for providing notice of delinquency required by law. The City may hire a private company to perform this service and add the amount of this charge to the unpaid claims.

[2] Legal fees.

Legal Action

Initial review and sending first demand letter

File lien and prepare satisfaction

Prepare writ of scire facias

Obtain reissued writ

Prepare and mail letter under Pa. R.C.P. 237.1

Prepare motion for alternate service

Obtain vehicle identification number (VIN) for mobile home

Prepare discovery in preparation for trial

Prepare pretrial memorandum

Prepare motion for judgment for want of sufficient affidavit of defense

Prepare default judgment

Prepare writ of execution

Attendance at sale; review schedule of distribution and resolve distribution issues

Continue sheriff sale

Prepare petition to assess damages

Prepare petition for free and clear sale

Services not covered above

[3] Collection fees.

Type of Collection Fee

Bookkeeping fee for payment plan of 3 months or less

Bookkeeping fee for payment plan of more than 3 months

Guaranteed payoff fee

Handling fee for returned check

- (b) Costs to be added to the unpaid claims. In addition to the fees set forth in Subsection L(5)(a) above, the reasonable and necessary out-of-pocket charges, costs, expenses, commissions and fees incurred in collection, including, but not limited to, postage, title searches, VIN searches, prothonotary fees and charges, and sheriff fees, shall be added to the unpaid claims.
- (c) Credit card and debit card charges. The City authorizes any attorney or private collector collecting the unpaid claims on behalf of the City to accept payment of the unpaid claims by credit card or debit card. Where payment is made by credit card or debit card, any fees charged by the credit card or debit card company and/or the credit card or debit card servicing agent shall be charged immediately to the credit card or debit card used to make payment. This applies to credit card or debit card payments made by mail, telephone, over the Internet, or in person.
- (d) Interest. Interest will be assessed upon the unpaid claims at a rate of 10% per annum and added to the unpaid claims.
- (e) Collection procedures. The following collection procedures are hereby established in accordance with the Act:
- [1] At least 30 days prior to assessing or imposing attorney fees in connection with the collection of an unpaid claim account, the City or its designee shall mail or cause to be mailed, by certified mail, return receipt requested, a notice of such intention to the property owner or other entity liable for the account (the "property owner").
 - [2] If the certified mail notice is undelivered, then, at least 10 days prior to assessing or imposing such attorney fees, the City or its designee shall mail or cause to be mailed, by first class mail, a second notice to the property owner.
 - [3] All notices required by this Subsection L(5) shall be mailed to the property owner's last known post office address as recorded in the records or other information of the City or such other address obtained by the City from the county tax assessment office.
 - [4] Each notice as described above shall include the following:
 - [a] The type of municipal claim or other charge, the year that it became due and the amount owed, including penalty and interest;
 - [b] A statement of the City's intent to impose or assess attorney fees no earlier than 30 days after receipt of the first notice, or no earlier than 10 days after receipt of the second notice;
 - [c] The manner in which the assessment or imposition of attorney fees may be avoided by payment of the account; and
 - [d] The place of payment for accounts and the name and telephone number of the City's representative designated as responsible for collection matters.

(f) Related action. The proper officials of the City are hereby authorized and empowered to take such additional action as they may deem necessary or appropriate to implement this Subsection L(5).

(g) Appointment of Solicitor. The City shall by resolution appoint an attorney or law firm as Solicitor for the limited purpose of collecting the unpaid claims and hereby authorizes such solicitor, and attorneys under their supervision, to sign any and all documents, including municipal claims and liens, on behalf of the City.

M. Streets and sidewalks:

- (1) Permit for opening or excavating for a sidewalk or for pole planting or removal.
- (2) Permit for opening or excavating any street.
- (3) Permit for placement of a dumpster on a street, roadway or sidewalk, per dumpster or similar container.
- (4) After-hours inspection.
- (5) Billboard permit/maintenance fee.

N. Application fee for permit to operate wrecker service.

O. Use registration:

- (1) Initial inspection under Chapter 214, Use Registration (this also includes one follow-up inspection). The fee provided is for buildings with up to five dwelling units. An additional fee is required for each additional five dwelling units.
- (2) Any further inspections after the initial and follow-up inspection.
- (3) Appeal to the Board of Use Regulation Appeals.

P. Copies:

- (1) Chapter 224, Zoning.
- (2) Chapter 197, Subdivision and Land Development.
- (3) (Reserved)
- (4) City Map.
- (5) (Reserved)
- (6) (Reserved)
- (7) Copies, per page.
- (8) Fax copies, per page.
- (9) Mailing requested material.
- (10) Municipal budget.
- (11) Municipal Code.
 - (a) Residents.
 - (b) Nonresidents.
- (12) Pictures.
- (13) (Reserved)
- (14) (Reserved)
- (15) Return paid receipts: self-addressed envelope.
- (16) Pay with memo bill.

Q. City Finance Department charges:

- (1) Tax certificate and solid waste certificate.
- (2) Duplicate tax bill.
- (3) Bad check charge.

R. Zoning permits and fees; subdivision and land development fees.

- (1) Zoning permits and fees.

- (a) Sign permit.
- (b) Annual registration fee for each approved sign.
- (c) Zoning Hearing Board appeal:
 - [1] Application fee.
 - [2] Residential, for appeals, variances or special exceptions.
 - [3] Nonresidential, for appeals, variances or special exceptions.
 - [4] Curative challenge.
 - [5] Amendment challenge.
 - [6] Validity challenge.
- (d) Zoning compliance letter.
- (e) (Reserved)
- (f) (Reserved)
- (g) Conditional use hearing (by City Council).
- (2) Subdivision and land development fees.
 - (a) Minor subdivision:
 - [1] Sketch plan:
 - [a] Application fee.
 - [b] Escrow amount (The escrow fund shall be used to pay for the City Engineer's, Solicitor's or outside consultant's time spent with the applicant or his designee and the time spent reviewing the submitted plans. The rates charged for this time may be adjusted from time to time and are on file at the City. Additional escrow funds may be required to cover costs for reviewing and administering the plans and application.).
 - [2] Preliminary plan:
 - [a] Application fee.
 - [b] Escrow amount (The escrow fund shall be used to pay for the City Engineer's, Solicitor's or outside consultant's time spent with the applicant or his designee and the time spent reviewing the submitted plans. The rates charged for this time may be adjusted from time to time and are on file at the City. Additional escrow funds may be required to cover costs for reviewing and administering the plans and application.).
 - [3] Final plan:
 - [a] Application fee.
 - [b] Escrow amount (The escrow fund shall be used to pay for the City Engineer's, Solicitor's or outside consultant's time spent with the applicant or his designee and the time spent reviewing the submitted plans. The rates charged for this time may be adjusted from time to time and are on file at the City. Additional escrow funds may be required to cover costs for reviewing and administering the plans and application.).
 - (b) Major residential subdivision/multifamily land development:
 - [1] Sketch plan:
 - [a] Application fee.
 - [b] Escrow amount (The escrow fund shall be used to pay for the City Engineer's, Solicitor's or outside consultant's time spent with the applicant or his designee and the time spent reviewing the submitted plans. The rates charged for this time may be adjusted from time to time and are on file at the City. Additional

escrow funds may be required to cover costs for reviewing and administering the plans and application.).

- [2] Preliminary plan:
 - [a] Application fee.
 - [b] Escrow amount (The escrow fund shall be used to pay for the City Engineer's, Solicitor's or outside consultant's time spent with the applicant or his designee and the time spent reviewing the submitted plans. The rates charged for this time may be adjusted from time to time and are on file at the City. Additional escrow funds may be required to cover costs for reviewing and administering the plans and application.).
 - [3] Final plan:
 - [a] Application fee.
 - [b] Escrow amount (The escrow fund shall be used to pay for the City Engineer's, Solicitor's or outside consultant's time spent with the applicant or his designee and the time spent reviewing the submitted plans. The rates charged for this time may be adjusted from time to time and are on file at the City. Additional escrow funds may be required to cover costs for reviewing and administering the plans and application.).
- (c) Nonresidential subdivision/land development:
- [1] Sketch plan:
 - [a] Application fee.
 - [b] Escrow amount (The escrow fund shall be used to pay for the City Engineer's, Solicitor's or outside consultant's time spent with the applicant or his designee and the time spent reviewing the submitted plans. The rates charged for this time may be adjusted from time to time and are on file at the City. Additional escrow funds may be required to cover costs for reviewing and administering the plans and application.).
 - [2] Preliminary plan:
 - [a] Application fee.
 - [b] Escrow amount (The escrow fund shall be used to pay for the City Engineer's, Solicitor's or outside consultant's time spent with the applicant or his designee and the time spent reviewing the submitted plans. The rates charged for this time may be adjusted from time to time and are on file at the City. Additional escrow funds may be required to cover costs for reviewing and administering the plans and application.).
 - [3] Final plan:
 - [a] Application fee.
 - [b] Escrow amount (The escrow fund shall be used to pay for the City Engineer's, Solicitor's or outside consultant's time spent with the applicant or his designee and the time spent reviewing the submitted plans. The rates charged for this time may be adjusted from time to time and are on file at the City. Additional escrow funds may be required to cover costs for reviewing and administering the plans and application.).
- (d) UCC Appeals Board request for application. ***
- (3) Certification or zoning district classification and uncorrected violation.
 - (4) Hole permit.

R.1. UCC Appeals Board application for appeal.

S. Police Department charges:

- (1) Accident and crime reports:
 - (a) Accident report.
 - (b) Crimes report.
- (2) Fingerprinting of private citizen.
- (3) Jail cell rental.
- (4) Police presence at special events involving paid attendance.
- (5) Police presence based on crowd size, without paid attendance.
- (6) Meter bag rental.
- (7) Impound fee.

T. Fire Department charges.

U. Parks and recreation fees:

- (1) Nonrefundable application fee.
 - (1.1) Additional charge for failure to pay in advance for any recreational use fee.
- (2) Park name; cost; time limitation. The hours of operation are posted in each park for public information. Parks generally are open daily from dawn to dusk. Permits for use of parks for special events are limited to the hours specified as follows:
 - (a) Time limitation.

<u>Park</u>	<u>Hours</u>
Abdala Park	Dawn to dusk
Ash Park (pavilion w/elec.)	Dawn to dusk
Friendship Park	Dawn to dusk
Gateway Park (w/elec.)	Dawn to 10:00 p.m.
James Park	Dawn to dusk
Palmer Park (pavilion)	Dawn to dusk
Patton Park	Dawn to dusk

(b) Cost.

- Park/Use
- Park/picnic pavilion/courts/ballfields, unlighted
- Park/picnic pavilion/courts/ballfields, lighted
- League use (baseball)

(3) Fees per size of crowd.

- 1 to 50
- 51 to 100
- 101 to 200**

**Groups over 100 persons will be required to privately secure two portable toilets for up to 150 people (plus an additional portable toilet for every additional 100 people). After a special event permit has been approved by City Council,

verification of portable toilets must be submitted with permit request, and all fees must be paid. Groups over 500 persons will be required to pay for an extra garbage pickup, payable with the fee before a special event permit can be issued.

- (4) Electrical use fee (or PA system use).
- (5) Street closing.
- (6) Tent inspection by Fire Department.
- (7) Refundable key deposit.
- (8) Refunds will be made if notice is received 30 days prior to the event. No refunds will be made for weather conditions. Any and all additional expenses, including time involving cleanup of the pavilion and surrounding areas due to the careless disposal of garbage and waste material or the lack of any cleanup by the group renting the facility, will be billed to the responsible parties.
- (9) Coatesville Community Center use fee.
 - (a) First four hours of use (four-hour minimum required).
 - (b) Per hour for each additional hour after the first four hours of use.
 - (c) Security deposit payable in advance before use (refundable if returned in same condition).
 - (d) Application fee payable in advance.

V. Housing standards:

- (1) (Reserved)
- (2) (Reserved)
- (3) (Reserved)
- (3.1) The property owner and/or rental management company of any property subject to a rental unit leasing license shall be jointly and severally liable for allowing occupancy of any rental unit, without licensing of same and without inspection of same, and shall be assessed a penalty set forth in the City's Fee Schedule.
- (4) (Reserved)
- (5) (Reserved)
- (6) (Reserved)
- (7) Registration fee for vacant premises.
- (8) After-hours inspection (8:30 a.m. to 9:30 a.m. and 3:30 p.m. to 4:30 p.m.).

W. Fee schedule to be paid to legal counsel for the collection of delinquent municipal claims pursuant to the fee schedule identified in Chapter 182 which is incorporated herein by reference and subject to modification by resolution of City Council which fee schedule attached to the aforementioned Chapter 182 Municipal Lien section of the City Code is incorporated herein by reference as though set forth at length.

X. Parking.

- (1) Parking escrow.
- (2) Residential permits:
 - (a) For permit parking in and only in either: the residential parking permit area or the parking permit district (as defined in Chapter 218, Article XIX, of the City Code) for the ward in which the permitted party resides.
 - (b) Renewal fees.
 - (c) Transfer fee.

Y. (Reserved)

Z. Violations and penalties. Any person who shall fail, neglect or refuse to comply with any of the terms or provisions of this chapter will be subject to a fine per incident within the time frame required by the Codes Department, in addition to legal fees and court appearance fees. Each incident shall constitute a separate offense.

SECTION 2. All ordinances or parts of ordinances conflicting with any provisions of this Ordinance are hereby repealed insofar as the same affects this Ordinance.

SECTION 3. If any sentence, clause, section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts hereof.

SECTION 4. This Ordinance shall be effective 30 days after publication following final adoption in accordance with the City Charter and the Third-Class City Code.

ENACTED AND ORDAINED this 10th day of August, 2020.



Linda Lavender-Norris, President City Council

ATTEST:



James Logan, Acting City Manager

CERTIFICATION

I HEREBY CERTIFY that the foregoing Ordinance was introduced on the 13th day of July, 2020, was duly enacted by the Council of the City of Coatesville, Chester County, Pennsylvania, on the 10th day of August, 2020, and that the vote upon the said Ordinance has been recorded in the Minutes of the City Council and that the Ordinance has been fully recorded.