

**RESOLUTION #2024-05**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF COATESVILLE,  
CHESTER COUNTY, PENNSYLVANIA, AMENDING THE CITY OF  
COATESVILLE MASTER FEE SCHEDULE.**

**WHEREAS**, the City of Coatesville (“City”) is a Home Rule Municipality operating by means of a home rule charter and the laws of the Commonwealth of Pennsylvania; and

**WHEREAS**, on August 10, 2020, the City adopted Ordinance No. 1536-2020, amending Chapter 108, Fees, §108-1 (Fees established) of the General Laws of the City of Coatesville, Pennsylvania, by deleting that section in its entirety and replacing it with language permitting the setting of fees by resolution; and

**WHEREAS**, Ordinance No. 1536-2020 became effective on September 9, 2020; and

**WHEREAS**, §108-1 (Fees established) and other sections of the General Laws of the City of Coatesville provides for the setting of fees in a City fee schedule by resolution; and

**WHEREAS**, the City desires to set fees in the City of Coatesville Master Fee Schedule, as permitted by §108-1 (Fees established) and the General Laws of the City of Coatesville; and

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Coatesville, that the City of Coatesville:


1. Adopts the attached City of Coatesville Master Fee Schedule (attached hereto as “Exhibit – A”) as the City’s official fee schedule, as permitted by §108-1 (Fees established) of the General Laws of the City of Coatesville; and
2. The City of Coatesville Master Fee Schedule shall be in full force and effect as of 12:01 a.m., March 26, 2024.

IN WITNESS WHEREOF, the Council of the City of Coatesville has adopted and enacted this Resolution this 25<sup>th</sup> day of March, 2024.



Linda Lavender Norris  
City Council President

ATTEST:

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James Logan  
City Manager



**CITY OF COATESVILLE  
 MASTER FEE SCHEDULE  
 EFFECTIVE JANUARY 1, 2024**

**Alarm Devices**

	<b>Permit Fee</b>
Installation Permits (regular)	\$75.00
Installation Permits (senior Citizen)	\$50.00

**Commercial Permit Fees Commonwealth Fee \$450.00 required per application (subject to Pennsylvania**

<b>Application fee</b>	\$125.00 Residential-not applied to permit \$525.00 Commercial not applied to permit
<b>Cost of Work</b>	<b>Permit Fees</b>
<b>First: \$0 to \$1000</b>	\$105.00 Residential \$150.00 Commercial
<b>Next: \$1000 - \$50,000</b>	\$40.00 per every \$1000 of construction cost or part thereof
<b>Next: \$50,000 – above</b>	\$25.00 per every \$1000 of construction cost or part thereof
Electrical Permit/Inspection (rough, final, service)	\$125.00 per inspection
Mechanical Permit/Inspection (rough, final)	\$125.00 per inspection
Plumbing Permit/Inspection (rough, final, sewer lateral, water lateral)	\$125.00 per inspection
Reinspection on all trades	\$125.00 per trade
Blasting Permit	\$265.00 per day
Demolition Permit	\$265.00 plus 1% of cost

**Residential Permit Fees (New Construction Only)**

Application Fee	\$125.00 Residential - not applied to permit
Application Fee	\$525.00 Commercial - not applied to permit
New Construction and Additions	\$0.40/SF minimum \$300.00
Alterations, Repairs, Modifications	\$0.40/SF minimum \$300.00
Detached Garages and Accessory Structures	\$0.40/SF minimum \$200.00
Swimming Pools	\$0.40/SF minimum \$200.00
Decks	\$0.40/SF minimum \$200.00
All other work requiring permit	\$0.40/SF minimum \$200.00
Demolition Permit	\$285.00 plus 1% of cost
Electrical Permit/Inspection (rough, final, service)	\$125.00 per inspection
Mechanical Permit/Inspection (rough, final)	\$125.00 per inspection
Plumbing Permit/Insp (rough, final, sewer-water lat.)	\$125.00 per inspection
Reinspection on all trades	\$125.00 per inspection

**Contractor Registration**

Contractor	\$125.00
Plumbing Fees Master Plumbers, Firms and Corporations, each	\$35.00
Journeyman, Apprentice Plumbers, each	\$35.00
Tree Removal	\$100.00
Application to Noise Control Board for Special Variance	\$125.00
Replacement of lost, defaced or destroyed original amusement tax certificate or seal	\$10.00

**Plan Review fee for all new construction and additions**

Cost of Work	Plan Review Fee
Application Fee	\$35.00
\$0 to \$3,000,000	Cost of work x 0.0013 (\$400 minimum)
>3,000,000 to \$6,000,000	\$3,900 + cost of work over \$3,000,000 x 0.0005
>6,000,000	\$5,400 + cost of work over \$3,000,000 x 0.0005
Plan review only (2-hour max.)	\$250.00 + PSA
<i>The professional services agreement is a form utilized between the client and the professional services facilitated by the City. Examples of agreements would be between clients and engineers, environmental engineers, architects, etc.</i>	

**Housing Standards**

Dwelling License annual fee	\$65.00 per unit
Rooming House or Hotel License annual fee	\$100.00 per unit
Rental and Resale U and R inspection & 1 reinspection for up to 3 units	\$125.00 for each set of 3 units or part thereof
Rental and Resale U and R re-inspection if 2 <sup>nd</sup> reinspection needed for up to 3 units	\$125.00 for each set of 3 units or part thereof
Dwelling Inspection fee	\$80.00 per unit
Dwelling Re-Inspection fee	\$80.00 per unit
Base Inspection fee for rooming house or hotel	\$300.00 per year for each structure and use and one follow-up
Rooming House and Hotel annual inspection fee per dwelling unit	\$125.00 per inspection
Late fee for dwelling, hotel, or rooming house or commercial licenses	Interest of 1½% per month for each month the fees is not paid after January 1 of the year in which the fee is due and double the license fee if not paid by March 31 of the year in which the fee is due
Registration Fee for vacant premises	\$400.00
Commercial Use & Occupancy Inspection and 1 Reinspection	\$150.00

Commercial Rental License	\$75.00
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### Mobile Food Vehicle/Service Vendors and Soliciting

Permit Fees	Deposit
One-Day Permit \$80.00	\$80.00
One-Week Permit (7 days) \$180.00	\$180.00
One-Month Permit (calendar month) \$315.00	\$315.00
One-Year Permit \$1,050.00	\$1,050.00
<b>Group-Permit: \$500.00+ \$500.00 DEPOSIT</b>	Two or more vending permits per week with Corporation verification; responsible for all permit completions. List of all vendors must be provided 15 work days prior to event /activity / program.

*The Deposit Fee shall be refunded to the applicant upon termination of the license period and upon the return of the licensee's photo identification card to the Codes Department. The deposit fee shall be forfeited if the licensee is found to have violated any portion of this chapter and has his or her license suspended. See Chapter 158, Mobile Food Vehicle/Food Truck Ordinance.*

### Zoning Permits and Fees

Sign Permit – if cost of sign and installation of less than or equal to \$1,000 (designs must be reviewed prior to installation)	\$100.00
Sign Permit – if cost of sign and installation more than \$1,000 (designs must be reviewed prior to installation)	\$5.00 per sq. ft., min. \$100.00
Preplanning, up to 2 hours, including zoning officer	\$250.00
Preplanning, including engineers or other professionals	\$250 + PSA
<i>The professional services agreement is a form utilized between the client and the professional services facilitated by the City. Examples of agreements would be between clients and engineers, environmental engineers, architects, etc.</i>	
U&O Zoning Determination Application Fee	\$125.00
Zoning Permit Fee	\$50.00
Zoning Inspection	\$100.00
Zoning Re – Inspection	\$100.00
Residential for Appeals, Variances or Special Exceptions	\$1,000.00
Non-Residential for Appeals, Variances or Special Exceptions	\$1,200.00
Curative Challenge-not addressed in ordinance; goes before council for decision	\$1,000.00
Amendment Challenge-	\$1,000.00
Zoning Compliance Letter	\$100.00
UCC Appeals Board Application for appeal	\$500.00
Conditional Use Hearing (by City Council)	\$1,000.00
Continuance per hearing	\$750.00

Special Council Hearings (i.e. Alcohol, Gaming, New/Renewal Applications)	\$1,000.00
<b>Subdivision and Land Development Plan Review (TWO Checks are REQUIRED, One for Application fee and one For Escrow Amount)</b>	
<i>Minor Subdivision</i>	
<i>Sketch Plan:</i>	
Application Fee	\$200.00
Escrow Amount	\$300.00 additional funds may be required to cover costs of review and administering the plans and application; balances must be current to continue services
<i>Preliminary Plan</i>	
Application Fee	\$275.00
Escrow Amount	\$600.00 additional funds may be required to cover costs of review and administering the plans and application; balances must be current to continue services
<i>Final Plan</i>	
Application Fee	\$525.00
Escrow Fee	\$1000.00 additional funds may be required to cover costs of review and administering the plans and application; balances must be current to continue services
<b>Major Residential Subdivision /Multi Family Land Development</b>	
<i>Sketch Plan</i>	
Application Fee	\$275.00
Escrow Amount	\$175.00 per lot and/or dwelling unit (1,000.00 minimum) additional funds may be required to cover costs of review and administering the plans and application; balances must be current to continue services
<i>Preliminary Plan</i>	
Application Fee	\$750.00 per plan, plus \$35.00 per lot and/or dwelling unit over 10
Escrow Amount	\$175.00 per lot and/or dwelling unit (\$1,000.00 minimum) additional funds may be required to cover costs of review and administering the plans and application; balances must be current to continue services
<i>Final Plan</i>	
Application Fee	\$750.00 per plan, plus \$35 per lot and/or dwelling unit over 10

Escrow Amount	\$175.00 per lot and/or dwelling unit (\$1,000.00 minimum) additional funds may be required to cover costs of review and administering the plans and application; balances must be current to continue services
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**Non-Residential Subdivision/Land Development**

Application Fee	\$700.00
Escrow Amount	\$1,000.00 additional funds may be required to cover costs of review and administering the plans and application; balances must be current to continue services
<b>Preliminary Plan</b>	
Application Fee	\$750.00 per plan, plus \$150.00 per building or additions, plus if over 5 acres \$50 per acre
Escrow Amount	\$4,000.00 additional funds may be required to cover costs of review and administering the plans and application; balances must be current to continue services
<b>Final Plan</b>	
Application Fee	\$750.00 per plan, plus \$150.00 per building or additions, plus if over 5 acres \$50 per acre
Escrow Amount	\$8,000.00 additional funds may be required to cover costs of review and administering the plans and application; balances must be current to continue services
<b>UCC Appeals Board request for Applications</b>	
	\$500.00

**Street and Sidewalks**

Permit for Placement of dumpster or similar container, or portable storage container, on street, roadway, or sidewalk for site work. Placement must comply with code and zoning regulations	\$45.00 per dumpster or similar container, or portable storage container per week
Sidewalk Repairs	\$40.00
Road Openings – Application	\$125.00
Pole Replacement Fee	\$30.00 per pole + \$125.00 Application Fee
Sq. Ft. of opening	1-100 sq. ft. \$3.25/ft
Sq. Ft. of opening	101-500 sq. ft. \$2.25/ft
Sq. Ft. of opening	501-3000 sq. ft. \$1.75/ ft.
Sq. Ft. of opening	Over 3,000 sq. ft. \$1.25/m
Engineering Fee	To Be Invoiced
Reconstruction Escrow	110% of job costs or as required by City Engineer

### Finance Fee Schedule

Reason	Amount
Tax Certificate and Solid Waste Certificate	Not Provided by City - Service Fees as set by City Agents
Bad Check Charge	\$30.00
Maps	Currently not Available
Credit Card Transaction Fees	3%, with \$2.00 minimum
Late Fees	10% plus 1% per month or portion thereof effective the 1 <sup>st</sup> of the month following 60 days after due date
Copies	\$50.00
Zoning	\$50.00
Subdivision and Land Development	\$50.00
Copies	\$.50 per page
Fax Copies	\$2.00 per page
Mailing request material	Cost of mailing in addition to reproduction cost
Municipal Budget	\$100.00
<i>Municipal Code</i>	\$150.00
Residential	\$350.00
Non-Resident	\$6.00
Pictures	Not Provided by City-Fee set by Agent
Duplicate Tax bill	Self-Addressed with appropriate postage envelope
Return paid receipts	\$10.00
Pay with memo bill	\$10.00

#### Solid Waste

Up to 96 gallons tote of solid waste and recycling per week	\$375.00 per year per unit per parcel
Late Fee	\$0.10
If amount and late fee sent to collections	Amounts subject to collection fees
Registration for private collection, transport, and disposal of solid waste	\$50.00 per dumpster
Replacement Totes	\$85.00
Private Hauler	\$225 per firm

#### Fire Department Charges

<i>Response of Chief Fire Officer of Fire Marshall</i>	\$125.00 per hour
Fire/Police Services	\$125.00 per hour
Engine	\$450.00 per hour
Aerial/Ladder	\$450.00 per hour
Rescue	\$450.00 per hour
Squad/Utility/Support	\$200.00 per hour
Chiefs Command Vehicle	\$200.00 per hour
SCBA	\$50.00 each

	\$50.00
Hose (per 50')	\$50.00 per use
Gas/CO Detector/Heat Gun	\$50.00 per use
Extinguisher (any class)	\$15.00 each
Hand Tools	\$200.00 each
Hydraulic Rescue Tools	\$75.00 per hour
Scene Lighting	\$20.00 each
Oil Booms	\$10.00 each
Oil Absorbent Sheets	\$35.00 bucket
Oil Dry	\$25.00 per hour
Portable Pump 1 1/2"	\$35.00 per hour
Portable Pump 2 1/2"	\$50.00
Power Tools	\$125.00 per hour
Road Closing/Traffic Control	\$35.00
Salvage Covers	\$250.00
Debris Clean-up, Removal	\$8.00
Flares	\$50.00
Ventilation Fans	\$100.00
Thermal Imaging Camera (TIC)	\$60.00 per gallon
Foam	\$100.00 each
Cribbing passenger vehicle	\$200.00 each
Cribbing Class B Vehicle	\$500.00
Cribbing Class A Vehicle	\$50.00 per use
Stabilization Struts	\$2.00 per pair
Latex Gloves	\$35.00 per use
Portable Ladders	\$1500.00 per patient
Medical Extrication with Hydraulics	\$50.00 per hour
Generator	\$5.00 per use
Hand Lights	\$0.25 per feet
Fire Line Tape/Danger Tape	\$50.00
Fire Report	\$35.00 per Section
Fire Code	\$105.00 per cd
Digital Photo's	\$10.00 each
Digital Photos by email	Per Fire Inspection Fee Schedule
Special Emergency Fire Inspection	\$225.00 per hour
Special Fire Training Non-Profit	\$450.00 per hour
Special Fire Training for Profit	\$300.00
Fire Permit	Total Cost Fee Schedule
Special Incident: Total Cost of Operation	Total Cost of Fees Schedule
Hazardous Materials Incident: Total Cost of Operation	\$75 each
International Fire Code regulated permits	\$75.00
Nonemergency Knox box entry (lock-outs)	Total Cost – Fee Schedule
Posting of placards on unsafe structures per IFC	Total Cost – Fee Schedule
Installation of hasp and padlock on unsecured structure	\$100.00
Emergency board-up permit	



Truss construction placards	\$15 each
Smoke detector install – rental property	Total Cost – Fee Schedule
Smoke detector battery – rental property	Total Cost – Fee Schedule
False calls per §§115-34 and 115-35 of the City Code	\$105.00
First false-alarm call	\$210.00
Second false-alarm call	\$315.00
Third false-alarm call	\$420.00
Fourth false-alarm call	\$525.00
For each consecutive false call thereafter	
Commercial Fire Inspections – Low Hazard occupancies business, retail, etc.	
1 – 2,000 square feet	\$115.00
2,001 – 5,000 square feet	\$170.00
5,001 – 10,000 square feet	\$225.00
10,001 – 100,000 square feet	\$275.00
100,000 square feet or greater	\$325.00
Fee includes one follow-up inspection	
Commercial fire inspections – high hazard occupancies manufacturing, warehouse, industrial, etc.	
1 – 2,000 square feet	\$210.00
2,001 – 5,000 square feet	\$265.00
5,001 – 10,000 square feet	\$315.00
10,001 – 100,000 square feet	\$420.00
100,000 square feet or greater	\$525.00
Fee includes one follow-up inspection	
Additional fire inspections/follow-up inspections	Per fee schedule
Tent Inspection (for Park/Recreation Event)	Tents greater than 10 ft. X10. Ft. \$80.00

**PARKS AND RECREATION - SPECIAL EVENTS**

Reason	Amount
Non-Refundable Application Fee	\$30.00
Promoter/Group Application Fee	\$350.00
Park/Picnic Pavilion/Courts Ball field unlighted	\$15.00 per hour
Park/Picnic Pavilion/Courts Ball field lighted	\$20.00 (5 hours minimum)
Gazebos (Private Party Request)	Per Gazebo \$25.00
Electrical use (per event)	\$30.00
Street/Alley Closing 4 hr. max	\$350.00
Tent Inspection by Fire Department	Tents greater than 10 ft. X10. Ft. \$75.00
Refundable key deposit	\$50.00
Police Presence	\$380.00 per officer, four hour minimum; \$100 per hour thereafter
Public Works Presence	\$230.00 per employee, four hour minimum; \$60 per hour thereafter
Security Deposit	\$150.00

Non-profit organizations receive a 50% park/facilities rental fee (excludes application fee) reduction on the **grand total** event fee(s). Must have copy of 501(c) 3 and tax-exempt letter before application approval and reduction issued. A Certificate of Insurance may be required for the use of some outdoor equipment. (E.g. waterslides, bounce house, petting zoos, farm animals, outdoor food markets.)

### NOTARY FEE SCHEDULE

	Fee
<b>Notarial Act</b>	
Taking acknowledgements	\$5.00
Taking acknowledgements for each additional name	\$2.00
Administering oaths or affirmations	\$5.00
Taking verification on oath or affirmation	\$5.00
Witnessing a signature (charged per signature)	\$5.00
Noting a protest of a negotiable instrument (charged per page)	\$3.00
Certifying a copy or deposition (charged per certified copy)	\$5.00

### Police Department Charges

<i>Accident and Crime Reports:</i>	
Accident Report	\$15.00
Crime Report	\$25.00
Officer Presence at Special Event (Movie set, Sporting event,	\$400.00 per officer, four hour minimum; \$100 per hour thereafter
Impound Fee	\$40.00 per day
Towing	\$105.00 for service plus \$30.00 per truck

### Public Works Fee Schedule

Banners / Flags (labor)	\$100.00 per hour
Tires	\$5.00
<b>Refrigerators, Air Conditioners &amp; Freezers</b>	
Drop Off	\$30.00
Pick Up	\$40.00
City Cleanup Charges – per hour, 1 hour minimum, per quarter hour increment	
Furniture, Weeds, Grass, Electronics, Mattresses Removal (labor)	\$160.00 per hour plus equipment costs
Bill air compressor	\$40.00
Backhoe 24 inches	\$55.00
Jackhammer	\$10.00
Concrete saw	\$10.00
Blade 16 inches	\$5.00
71-inch mower	\$35.00
Skid loader	\$35.00
16-inch chain saw	\$10.00
Dump truck	\$40.00

Pickup truck	\$30.00
Generator	\$15.00
Tamper	\$13.00
Labor	\$55.00

The following items are provided for convenience as an attachment to the Fee Schedule, they are not subject to ratification by the fee schedule approval process. Changes to these items are through the ordinance approval process for each specific item.

**AMUSEMENT DEVICES (Starting @ Section 203-3)**

Per Each bowling alley lane installed, if fee charged	\$80.00
Per Each pool table installed, if fee charged	\$80.00
Per Each mechanical amusement device installed	\$80.00
Per Each jukebox installed for use or available	\$55.00
Per Dealer's license on each owner of any amusement device	\$105.00
Each vending machine installed	\$40.00

**Business Privilege Tax (Starting @ Section 203.64)**

BUSINESS PRIVILEGE TAX/LICENSE	\$80.00-per business
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*Note: Charged per entity; rental property owners are Businesses*