

2022 Consolidated Fee Schedule

Section I. Finance

1 Real Estate Tax certification (each)	\$35.00
2 Duplicate Real Estate Tax bill (each)	\$5.00
3 Returned check fee (each)	\$50.00
4 Praecipe (each)	\$100.00
5 Municipal convenience fee	\$3.00 or 2.65% of the transaction total, whichever is greater

Section II. Public Parking Lots (monthly rate per space)

1 Main and Green	\$50.00
2 Kohn and Lafayette	\$25.00
3 Airy and Arch	\$30.00

Section III. Document Copying/Reproduction

1 Right to know document copies (per page)	\$0.25
2 All other document copies	\$0.50

Section IV. Notary Services

1 Executing affidavits	\$5.00
2 Executing verifications	\$5.00
3 Executing acknowledgements	\$5.00
a) Each additional name	\$2.00
4 Postage	Actual Cost
5 Mailing non-standard envelopes	Actual Cost

Section V. Police Services

1 Housing Authority criminal background checks	\$7.00
2 Local criminal history check	\$10.00
3 Accident and incident reports	\$15.00
4 Accident report video	\$150.00
5 Photographs	
a) Black and white (per print)	\$10.00
b) Digital (per print)	\$15.00
c) Digital photos on disc (each)	\$200.00
6 Fingerprinting	
a) Municipality Resident (per card)	\$5.00
b) Non-municipality resident (per card)	\$20.00
c) Housing Authority (per card)	\$20.00
7 Car boot removal fee	\$100.00
8 Administrative Fee for towed vehicles	
a) Administrative Fee Reimbursement to the Municipality of Norristown at the time of release to the public and/or when a vehicle is officially salvaged, which shall be credited to the Municipality of Norristown's General Fund.	\$35.00
9 Private Towing	
a) Towing company rates	\$25.00/year
Private towing company rates set forth in Ordinance No. 09-13:	
Class 1-Light duty, less than 5,000 lbs.	\$175.00
Class 2-Light duty, 5,001-10,000 lbs.	\$205.00
Class 3-Light duty, 10,001-26,000 lbs.	\$250.00
Class 4-Light duty, 26,001-60,000 lbs.	\$250.00
Class 5-Light duty, 60,001-80,000 lbs.	\$250.00
b) Maximum fee for private towing company response if, after arrival, the owner or custodian of the vehicle expresses a willingness and intention to remove the vehicle immediately as set forth in Section 5.A.(6) of Ordinance No. 09-13:	\$40.00
c) Maximum fee for private towing company storage for the first 24-hour period from the time the wrecker arrives at the scene.	\$25.00

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No charge for the first four (4) hours after the tow vehicle arrives at the scene if the vehicle is properly retrieved within that time frame during regular business hours of the tow operator. In the event a tow operator is not open to the public during the time a vehicle is towed, then the four (4) hour grace period starts at the regular opening time of the operator on the next business day.

d) Maximum fee for private towing company protecting a vehicle as set forth in Section 5.B.(4) of Ordinance No. 09-13:	\$25.00
e) Daily Storage Rate - Daily Storage charges are accrued on a 24-hour basis from the time of the tow.	\$50.00
Additional Charges: (to be added to the basic towing fee) Hourly rate after first half hour (The first half hour is actual time the tower spends hooking up the vehicles)	\$40.00
Hourly rate for extra staff or second truck	\$40.00
f) Other Charges	
Night Towing (Between 6:00 PM & 6:00 AM,)	\$15.00
Lockouts:	\$35.00
Jump Starts:	\$35.00
Tire Changes:	\$45.00

10 Vehicles and Traffic

<u>Violation</u>	<u>Section</u>	<u>Fine</u>
Vehicles to be parked within marked spaces (Other Violations)	305-21	\$28.00
Parking in Alleys (No Parking in Fire Lane)	305-22	\$28.00
Parking of Commercial Vehicles (Other Violation)	305-23	\$28.00
Angle Parking (Other Violation)	305-24	\$28.00
Parking prohibited at all times (No Parking Anytime)	305-25	\$28.00
Parking prohibited certain hours (No Parking Hours Indicated)	305-26	\$20.00
Time Limit Parking (Exceeding 15 minutes, 30 minutes, 1 hour and 2 hour parking)	305-27	\$20.00
Special Purpose Parking Zone	305-28	\$28.00
Loading Zones	305-29	\$28.00
Parking for Handicapped and Disabled Veterans (Handicapped Parking)	305-30	\$65.00
Hours and Days Parking Meter Fee Required (Exceeding Meter Limit)	305-36B	\$28.00
Permits Required (Reserved Parking)	305-43	\$28.00
Parking Restrictions (Exceeding 2.0 hr./4.0 hr. parking)	305-52	\$20.00
Pedestrian Crosswalks (Blocking Crosswalk)	305.72	\$28.00
Storage Vehicles Prohibited (Other Violation)	305.73	\$28.00
Prohibitions in Specified Places PMVC (Blocking Driveway)	3353(a)(2)(i)	\$28.00
Prohibitions in Specified Places PMVC (Within 15' of Fire Hydrant)	3353(a)(2)(ii)	\$28.00
Prohibitions in Specified Places PMVC (Blocking Crosswalks)	3353(a)(1)(iv)	\$28.00
Prohibitions in Specified Places PMVC (Double Parking)	3353(a)(1)(i)	\$28.00
Additional Parking Regulations PMVC (Facing Against Traffic Movement)	3354	\$15.00
Prohibitions in Specified Places PMVC (Parked within 20' of an intersection)	3353(a)(2)(iii)	\$28.00
Prohibitions in Specified Places PMVC (No Parking Bus Stop)	3353(a)(3)(ii)	\$28.00
Prohibitions in Specified Places PMVC (No Parking Here to the Corner)	3353(a)(3)(ii)	\$28.00
Abandoned Vehicle (Physically inoperable)	301	\$40.00
Abandoned Vehicle (Illegally parked)	301	\$40.00
Abandoned Vehicle (Private property)	301	\$40.00
Abandoned Vehicle (Expired registration)	301-2	\$40.00
Abandoned Vehicle (Expired inspection)	301-3	\$40.00
Abandoned Vehicle (No Ascertainable VIN)	301	\$40.00
No Parking on Sidewalks	301	\$28.00
All other Violations cited under other violations		

11 Zone Residential Parking Permit

Annual fee per car (two car limit)	\$0.00
Visitor Permit	\$0.00

12 Metered Parking Fee

Metered parking hours are Monday through Friday from 8:00 AM to 6:00 PM	
Per one (1) hour	\$1.50

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STREET	BLOCK	DESCRIPTION
East Airy Street	0	Swede to DeKalb Streets
West Airy Street	0	Swede to Cherry Streets
Cherry Street	400	Penn to Airy Streets
Church Street	500	Airy to Marshall Streets
DeKalb Street	200 - 500	Lafayette to Marshall Streets
East Main St	0	Swede to DeKalb Streets
West Main St	0	Swede to Cherry Streets
Maris Street	500	Airy to Marshal Streets
West Lafayette Street	0	Swede to Cherry Streets
West Lafayette Street	0	Cherry to Barbadoes Streets
West Marshall Street	300 - 600	Markley to Kohn Streets
East Penn Street	0	DeKalb to Strawberry Alley
West Penn Street	0	Swede to Cherry Streets
Swede Street	200	Lafayette to Main Streets
Swede Street	300	W. Penn to Main Streets
Swede Street	400	Airy to W. Penn Streets
Swede Street	500	Airy to Marshall Streets

The fee for parking in the following meter districts will be:

STREET/BLOCK	DESCRIPTION	TIMING	FEE
West Marshall Street 300-600	Beginning west of Markley Street between the railroad tracks and Corson Street	Per 20 minutes Per (1) hour	\$0.25 \$0.75

Section VI. Buildings and Code Compliance

1 Contractor's Licenses

Jan. 1 – Mar. 31	\$160.00
Apr. 1 – Jun. 31	\$135.00
Jul. 1 – Sept. 31	\$110.00
Oct. 1 – Dec. 31	\$85.00

Contractor's licenses are valid for the calendar year (January 1st through December 31st). Any contractor commencing work without first obtaining a license shall be subject to a payment of double the full annual fee described above regardless of which quarter the license is applied in. A \$35 admin fee (non-refundable) must be paid at the time license application is submitted. Once license application is approved, the licensee will pay \$160 (or fee amount shown above if not applying in first quarter of the year) for the first license type (total license fee of \$195) and \$25 for any additional license endorsement. The admin fee and additional endorsement fees are not prorated. There are no fees for the Residential Contractor License.

2 Building Permit Fees

The minimum fee for a permit shall, be \$139.50 (\$100 Permit/Inspection Fee + \$35 Administrative Fee + \$4.50 State UCC Fee) for all permit applications, except for Swimming Pool Permits. Swimming Pool Permit Fee is \$50 (\$45.50 Administrative/Permit/Inspection Fee + \$4.50 UCC Fee).

The Department of Buildings & Code Compliance may require the applicant to provide a contract or other similar documentation to verify estimated project costs. **Fees shall be paid at the time when the permit is issued.**

Separate permits shall be required for each structure located on a parcel.

Residential/Commercial Projects

Building, plumbing, electrical, mechanical, fire and energy permits shall be issued separately and each permit fee shall be based on the following fee scale calculation for the total project value as follows:

Construction Project Value	Graduated Fee Scale Amounts/Rates
\$5,001 - \$50,000	3.00% per \$1,000 or fraction thereof
\$50,001 - \$3,000,000	1.50% per \$1,000 or fraction thereof
\$3,000,001 and greater	0.75% per \$1,000 or fraction thereof

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A project that includes multiple parcels and the total construction value of the parcel exceed \$50,000, each permit for each parcel shall be calculated based on 1.5% per \$1,000 construction project value for the project or project phase. This fee calculation applies only to projects that are regulated by the International Residential Code.

All permits require an additional \$4.50 State fee established by Act 45 of 1999. Each permit fee shall also be subject to a \$35.00 Administration fee.

Any person commencing work without first obtaining an approved permit from the Municipality shall be subject to a payment of double the permit fee described above.

Building permit fees include the cost of two (2) inspections for each phase of the project, e.g. footings, framing, plumbing, etc. Additional inspections, requires because work completed failed to pass the initial two (2) inspections, shall result in an additional \$50.00 fee for each additional inspection.

Inspections canceled by the contractor or resident with notification of less than 24 hours in advance of scheduled time shall result be assessed a \$100.00 cancellation fee. Failure to show for scheduled inspection will result in \$100.00 No-Show Fee.

Minor Residential/Commercial Projects (Under \$5,000 in Value)

Building, plumbing, electrical, mechanical, fire and energy permits for minor residential and commercial projects shall be issued separately and each permit fee shall be based on the following fee scale calculation:

The minimum fee for a permit shall be \$139.50 (\$100 Permit/Inspection Fee + \$35 Administrative Fee + \$4.50 State UCC Fee) for all permit applications.

DESCRIPTION	FEE	
Initial Application (includes 1 inspection & 1 re-inspection type only)	\$100.00	
Administrative Fee	\$25.00	
PA State UCC Fee	\$4.50	
Minor Residential & Commercial Projects Fee Shall be Based on the Number of Inspections Needed (i.e. footing, foundation, framing, rough mechanical, rough electrical, rough plumbing, fire protection, accessibility, energy, wallboard, final, etc.). Minimum Fee Includes 1 Inspection Only.		\$75.00 per Inspection Type

Minor residential and commercial projects include but are not limited to *Construct, Enlarge, Alter, Repair, Move, Demolish, Change The Occupancy of a Building/Structure, or to Erect, Install, Enlarge, Alter, Repair, Remove, Convert, or Replace any Structural, Mechanical, Gas, Electrical, & Plumbing* (Projects Valued at Less Than \$5,000),

All permits require a \$4.50 State fee established by Act 45 of 1999. Each permit fee shall also be subject to a \$35.00 Administration fee. Additional inspections, required because work completed failed to pass the initial two (2) inspection (1 initial inspection and the re-inspection), shall result in an additional \$50.00 fee for each additional inspection.

Any person commencing work without first obtaining an approved permit from the Municipality shall be subject to a payment of double the permit fee described above.

3 Plan Review Fees

a. Residential Plans	\$75.00/hour
b. Commercial Plans	\$125.00/hour
c. Administrative Fee	\$35.00

Building plans submitted for review to the Department of Buildings & Code Compliance as part of a permit application will be charged an additional fee **which shall be paid at the time the permit is issued.**

A plan review must be completed for **ALL** fire detection and suppression systems. The Municipality shall, at its sole discretion, determine when plan reviews for other projects are required.

4 Use and Occupancy Permits

All property that transfers ownership in the Municipality of Norristown must be inspected **PRIOR** to the settlement and a Use and Occupancy Permit must be issued. Failure to obtain a Use and Occupancy Permit or a Temporary Use and Occupancy Permit prior to settlement will result in assessment of double the usual fee.

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In addition, a Use and Occupancy inspection and permit is required whenever a property changes use, as determined by Building and/or Zoning codes.

a. Commercial Units-Low Hazard Occupancy (Business, Retail, etc.)	
1-2,000 square fee	\$110.00
2,000-5,000 square feet	\$160.00
5,001-10,000 square feet	\$210.00
10,001-100,000 square feet	\$260.00
100,001 square feet or greater	\$310.00
b. Commercial Units-High Hazard Occupancy (Manufacturing, Warehouse, etc.)	
1-2,000 square fee	\$200.00
2,000-5,000 square feet	\$250.00
5,001-10,000 square feet	\$300.00
10,001-100,000 square feet	\$400.00
100,001 square feet or greater	\$500.00
c. Residential Units	
First Unit	\$75.00
Each Additional Unit	\$75.00
d. Administrative Fee	\$35.00
e. Norristown Volunteer Fire Companies	\$0.00

The property owner may be charged an additional fee for the cost of third party inspectors, engineers or other professionals needed to complete the inspection, re-inspection or plan review.

Use and Occupancy Permits fees must be paid at the time of application. Use and Occupancy Permit fees include the cost of two inspections. Additional inspections shall result in an assessment of \$50.00 for each additional inspection.

Property Transfer Inspections canceled by the property owner and/or their representative without notification of less than 24 hours in advance of scheduled time and/or failure to grant access and/or failure to show up for the inspection shall be assessed a \$100.00 cancellation/failure to grant access/failure to show fee.

5 Rental Licenses	<u>FEE</u>
a. Each rental property (owner-occupied units are not included) shall obtain a rental license by November 15 th of each year for the following calendar year	\$75.00
b. Penalty for failure to obtain the license by January 15 th for calendar year	\$100.00

Owners of residential rental property must obtain a license to operate by November 15th of each year for the following year.

Rental License fees include two (2) inspections. Additional inspections due to failure to pass initial inspections and re-inspections shall result if an assessment of \$50.00 for each additional inspection.

Rental Inspections canceled by the property owner and/or their representative without notification of less than 24 hours in advance of scheduled time and/or failure to grant access and/or failure to show up for the inspection shall be assessed a \$100.00 cancellation/failure to grant access/failure to show fee plus \$25 additional fee per each rental unit not inspected.

Stop work orders and condemnation placard removal Fee	\$75.00 PLUS \$25.00 per unit
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Owner of residential rental property operating a rental unit without a valid license shall be assessed double the rental license fee in addition to any penalties.

In cases where the Municipality resources are used to abate property maintenance violations, property owners will be charged the cost for services based on the following schedule:

6 Property Abatement	
a. Laborer (per man/per hour)	\$15.00
b. Equipment (per man/per hour)	\$20.00
c. Chainsaw per day	\$55.00

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d. Miscellaneous tools per day	\$25.00
e. Dump truck per hour	\$75.00
f. Bucket truck per hour	\$125.00
g. Sweeper per hour	\$125.00
h. Dumping fee per ton	\$75.00

The Municipality may also use a 3rd party contractor for property abatement. If 3rd party abatement contractor is used, the property owner will be charged the cost of such services + \$35 administrative fee.

7 Board-Up Permit

Property owners who voluntarily or are ordered to board up one (1) or more windows, doors or other openings	\$100.00
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8 Deed Registry Fee

\$10.00

Property owners who wish to appeal a decision of the Code Enforcement Department may do so to the Code Appeals Board. The following amounts are charged to the appellant in order to cover the cost of holding a hearing:

9 Administrative Penalties

a. Quality of Life Tickets (Instant Ticket for Non-Compliance with Property Maintenance Standards):

Failure to Cut High Grass & Weeds and/or Maintain Plant, Vegetation, Brush Growth	\$50.00
Failure to Remove Snow & Ice From Sidewalks	\$50.00
Accumulation of Rubbish/Trash	\$50.00
Failure to Remove Animal Waste	\$50.00
Improper Disposal of Rubbish/Garbage	\$50.00
Vehicles (unregistered, uninspected, inoperative, disrepair)	\$50.00
Outside Placement of Indoor Appliances and Furniture	\$50.00
Storage of Hazardous Materials in an Unauthorized Manner	\$100.00
Swimming Pools (not maintained, disrepair, safety violation)	\$100.00
Failure To Remove Rubbish/Garbage Storage Containers From Curb After Pick-Up	\$50.00
Storing and/or Discarding of Indoor Furniture, Appliances, and Equipment Outdoors	\$50.00
Storing of Recyclables in an Unauthorized Manner	\$50.00
Failure to Obtain Certificate of Appropriateness for any Exterior Work in Historic District	\$100.00
Failure to Obtain Permit (UCC - Building, Mechanical, Electrical, Plumbing, Fire, Etc.)	\$100.00
Failure to Post Permit Placard in Conspicuous Location	\$100.00

b. No Entry Fee and/or Failure to Appear Fee

No Entry Fee and/or Failure to Appear Fee (First Offense)	\$100.00
No Entry Fee and/or Failure to Appear Fee (Second Offense)	\$250.00
No Entry Fee and/or Failure to Appear Fee (Third Offense) & Any Subsequent Thereafter	\$500.00

c. Rental Inspection and Property Transfer Inspection Non-Compliance Penalty

Rental Inspection and Property Transfer Inspection Non-Compliance Penalty (First Offense)	\$250.00 + \$25.00 for each unit
Rental Inspection and Property Transfer Inspection Non-Compliance Penalty (Second Offense)	\$500.00 + \$50.00 for each unit
Rental Inspection and Property Transfer Inspection Non-Compliance Penalty (Third Offense) & Any Subsequent Thereafter	\$1000.00 + \$75.00 for each unit

d. Amending Any Filed Application / Document

\$35.00

e. Copy of a Certification and/or Permit

\$35.00

f. Permit Extension Fee

\$35.00

g. Administrative Rental License Appeal Application Fee

\$35.00

h. Rental Inspection Extension Fee

\$35.00

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10 Expediating Application Review, Processing, & Inspections

Applicants who wish to expediate their rental license application, inspections and/or property transfer application can pay a fee to expediate the Rental License and/or Property Transfer Application Review, Processing, and Inspection. The applicant must pay the standard application/inspection fee plus the expediting fee. All expediated applications will have their inspections performed Monday-Friday after 4:30PM and on Saturdays between 8:30A and 2:00P. Please note that simply paying the expediting fee does not automatically guarantee your particular application and inspection will be expediated. Please see Dept. of Buildings & Code Compliance Application and Inspection Expediting Policy for Details.

\$575.00 +
Standard
Application and
Inspection Fees

11 Code Appeals Board

a. Stenographer	\$400.00
b. Advertising	\$50.00
c. Administrative Fee	\$50.00
d. Solicitor	\$135.00

Section VII. Zoning and Development

Before the use or occupancy of a property in the Municipality of Norristown changes, including the installation of accessory structures and fences or the placement of a sign occurs, the owner or tenant must obtain a zoning permit. Fees associated with zoning permits cover the cost of administrative and other related review and processing costs. Any change in use or occupancy or the placement of a sign, without first obtaining the appropriate zoning permit shall be subject to an assessment of double the permit fees described below.

1 Zoning Permit Fees (Non-refundable - Use Registration Forms)

a. Single Family Residence	\$20.00
b. Multi-Family Residence (up to three units)	\$30.00
c. Multi-Family Residence (over three units)	\$50.00
d. Commercial	\$50.00
e. Signs - up to 12 SF	\$20.00
f. Signs – 13 SF up to 24 SF	\$35.00
g. Signs – over 24 SF	\$50.00
h. Fences – residential	\$20.00
i. Fences – commercial	\$30.00
j. Sheds – residential (up to two sheds)	\$20.00
k. Other residential accessory uses/structures	\$20.00
l. Commercial accessory structures	\$50.00
m. Mixed Used Commercial (two units or more)	\$100.00

Subsequent to the issuance of a zoning permit, a use and occupancy inspection must be conducted and a permit issued (See VI Code Enforcement).

A property owner or applicant has the right to appeal the Zoning Officer's zoning permit determination to the Zoning Hearing Board. Additionally, certain uses are only permitted by Special Exception when granted by the Zoning Hearing Board. A fee is charged to cover administration costs, transcription, legal and other costs associated with a hearing before the Zoning Hearing Board.

2 Conditional Use Application Fees

a. Residential	\$575.00
b. Mixed Use Residential (up to two residential units)	\$750.00
c. Multi-Family Residential (three units and above)	\$1,110.00
d. Commercial – single use	\$1,225.00
e. Commercial – multiple uses	\$1,500.00
f. Murals	\$300.00
g. Mixed Use (three units and above)	\$1,225.00

3 Zoning Hearing Board Fees

a. Residential	\$575.00
b. Multi-Family Residential (up to two residential units)	\$750.00
c. Mixed Use Residential (up to two residential units)	\$900.00

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d. Multi-Family Residential (three units and above)	\$1,110.00
e. Mixed Use Residential (three residential units and above)	\$1,225.00
f. Commercial Fee	\$1,225.00
g. Mixed Use Commercial	\$1,500.00

Whenever a parcel of land is divided into two (2) or more lots, or when two (2) or more lots are combined, the property owner must develop a plan and have it reviewed and approved by the Norristown Planning Commission. In addition, whenever a new building or addition is to be constructed, plans for these improvements must come before the Norristown Planning Commission.

There are two (2) categories of fees related to subdivision and land development applications. Administrative fees cover the processing and review costs of applications as well as public notices, meeting attendance, plan distribution, and coordination of plan reviews by municipal professionals. Administrative fees are not refundable. Escrow fees are applied to the legal and engineering costs of plan reviews by municipal professionals. Unused escrow fees are returned to the applicant. Should the escrow fee balance be reduced to \$1000.00 or less, the Municipality reserves the right to request additional escrow fees.

4 Sub-division and Land Development Fees

<u>Subdivision Application Fees</u>	Application Fee	Escrow Deposit
Sketch Plan Submission	\$200.00	
Minor Plan Submission:		
Lot Line Adjustment	\$300.00	\$2,000.00
Simple Conveyance	\$300.00	\$2,000.00
Minor Subdivision	\$400.00	\$3,000.00 PLUS \$500.00/ Lot
Preliminary Plan Submission:		
Four or more lots	\$450.00	\$4,500.00 PLUS \$650.00/ Lot
Final Plan Submission:		
Four or more lots	\$450.00	\$4,500.00 PLUS \$650.00/ Lot
<u>Land Development Application Fees</u>	Application Fee	Escrow Deposit
Minor Land Development	\$450.00	\$3,500.00 PLUS \$325.00/ 1000 SF of Building Area
Preliminary Plan Submission	\$750.00 PLUS \$150.00/ Acre	\$3,000.00 PLUS \$325.00/ 1000 SF of Building Area
Final Plan Submission	\$750.00 PLUS \$150.00/ Acre	\$3,000.00 PLUS \$325.00/ 1000 SF of Building Area

Certain uses in the Municipality are permitted as conditional uses and require approval by Municipal Council. Upon submission of a conditional use application, Council must conduct a conditional use hearing. Conditional use application fees cover administrative, advertising, legal, transcription and other costs associated with the conditional use hearing.

5 Drainage Plan Fees – SEE STORMWATER ORDINANCE

6 Annual Sign Assessments

Owners of property on which a sign is erected shall pay the Municipality an annual license fee as follows:

a. Signs less than 12 SF	\$15.00
b. Signs 12 SF to 24 SF	\$30.00
c. Signs in excess of 24 SF	\$1.75 / SF

7 Administrative Fee

Copies of Use Registration, Zoning Permits and/or Zoning Hearing Board Opinions and Orders (Cost does not include Zoning Hearing Board Transcript) \$35.00

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Section VIII. Fire Department

1 Fire/Incident Report	\$25.00
Non-Certificate Fire Safety Training for a maximum of 25 students	
a. For profit organization	\$550.00/45 minutes
b. Non-profit organization	\$225.00/45 minutes
Photographs	
a. Digital	\$15.00/print
b. Digital Photos on Disc	\$200.00/disc
2 Commercial Fire Inspection	
Commercial Units-Low Hazard Occupancy (Ambulatory health care, banks, barbers and beauty shops, retail, etc.)	
1-2000 square feet	\$110.00
2,001-5,000 square feet	\$160.00
5,001-10,000, square feet	\$210.00
10,001-100,000 square feet	\$260.00
100,001 square feet or greater	\$310.00
Commercial Units-Moderate Hazard Occupancy (Manufacturing, bakeries, auto repair, auto body etc.)	
1-2000 square feet	\$150.00
2,001-5,000 square feet	\$200.00
5,001-10,000, square feet	\$250.00
10,001-100,000 square feet	\$320.00
100,001 square feet or greater	\$400.00

Commercial Units-High Hazard Occupancy (Wholesale and retail sales and storage of flammable and combustible liquids, liquid stores and distributors without bulk storage, stationary batteries used for facility emergency power or telecommunication facilities, etc.)

1-2000 square feet	\$200.00
2,001-5,000 square feet	\$250.00
5,001-10,000, square feet	\$300.00
10,001-100,000 square feet	\$400.00
100,001 square feet or greater	\$500.00

The property owner may be charged an additional fee for the cost of the third-party inspectors, engineers or other professional needed to complete the inspection or re-inspection or plan review.

Fire inspection fees include the cost of two (2) inspections, the initial and one re-inspection. Additional inspections required because of the failure of the work to pass the initial two inspections, shall result in the assessment of \$30.00 for each additional inspection.

3 Fire Department Operational Permit Fees	<u>Permit Fee</u>	<u>Annual Inspection Fee</u>
Carnivals and Fairs	\$50.00	\$25.00
Cutting and Welding	\$50.00	\$25.00
Dry Cleaning Plants	\$50.00	\$25.00
Explosives	\$1,000.00	\$50.00
Flammable/ Combustible Liquids	\$50.00	\$.05 per gallon
Fireworks	\$1,500.00	\$500.00
Hazardous Materials	\$100.00	\$.05 per sq. ft.
HPM Facilities	\$100.00	\$.05 per sq. ft.
High Piled Storage	\$50.00	\$.05 per sq. ft.
Hot Work Operations	\$50.00	\$25.00
Liquid/ Gas Fueled Vehicles/ Equipment in Building	\$50.00	\$25.00
LP Gas	\$50.00	\$25.00
Magnesium	\$50.00	\$25.00
Open Burning	\$50.00	\$25.00
Open Flames and Torches	\$50.00	\$25.00
Open Flames and Candles	\$50.00	\$25.00
Organic Coatings	\$50.00	\$25.00
Places of Assembly (Churches Exempt)	\$50.00	\$25.00
Private Fire Hydrants	\$50.00	\$200.00
Pyrotechnic Special Effects Material	\$1,500.00	\$500.00
Repair Garages/ Motor Fuel	\$50.00	\$25.00
Spraying and Dipping	\$300.00	\$25.00
Storage Scrap Tires and Tire Byproduct	\$500.00	\$.05 per sq. ft.
Temp Membrane, Tents and Canopies	\$100.00	\$25.00

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Waste Handling	\$1,000.00	\$.05 per sq. ft.
4 Fire Department Emergency Response Fees		
Apparatus		
a. Engine		\$350.00/Hour
b. Aerial Ladder/Quint		\$400.00/Hour
c. Rescue/Marine Unit		\$300.00/Hour
d. Utility/Support Unit		\$150.00/Hour
e. Chiefs/Command Vehicle		\$150.00/Hour
Personnel		
a. Career Fire Personnel (each employee)		\$40.00/hour
b. Fireworks Stand-by Fee		Time and a half overtime rate for a minimum of four (4) off duty career Norristown firefighters and a chief officer, plus one engine and one command vehicle. Fire Chief will determine if additional costs are needed.
Equipment		
a. Self-Contained Breathing apparatus(SCBA)		\$50.00 each
b. Multi Gas Meter		\$50.00/Use
c. Fire Extinguisher (any class)		\$50.00/Use
d. Hose (Per 50')		\$25.00
e. Fire Police Services		\$100.00/Hour
f. Road Closing/Traffic Control		\$100.00 Per Hour
g. Flares		\$8.00 each
h. Hand Tools		\$15.00 each
i. Hydraulic Rescue Tools		\$200.00 each
j. Scene Lighting		\$75.00/Hour
k. Oil Booms		\$20.00 each
l. Oil Absorbent Pads		\$10.00 each
m. Oil Dry		\$35.00
n. Portable Pumps		\$30.00/Hour
o. Power Tools		\$50.00 each
p. Salvage Covers		\$35.00 each
q. Debris Cleanup/Removal		\$250.00
r. Ventilation Fans		\$50.00 each
s. Thermal Imaging Camera		\$100.00 each
t. Foam		\$60.00/gallon
u. Cribbing passenger vehicle		\$100.00 each
v. Cribbing Class B vehicle		\$200.00 each
w. Cribbing Trucks – Class A vehicle		\$500.00 each
x. Stabilization Struts		\$50.00/Use
y. Latex Gloves		\$2.00/Pair
z. Portable Ladders		\$35.00/Use
aa. Medical Extrication(w/ Hydraulics Rescue Tools		\$1,500.00/Patient
bb. Generator		\$50.00/ Hour
cc. Hand lights		\$5.00/Use
dd. Wetting agent		\$25.00/Unit
ee. Fire Line Tape		\$0.25/foot

Section IX. Public Works Department

The Public Works Department regulates activities of contractors, utilities and private citizens entering the public right of way and streets for certain purposes, particularly construction activity that involves disturbing streets and sidewalks. A permit is required for most activities.

1 Street and Sidewalk Surface Opening \$175.00

This includes any public street, avenue, road, lane, court, cul-de-sac, square, alley, highway, or other public place located in the Municipality of Norristown and either for or intended for public use, and shall include the cart-way, sidewalk, gutter, and right- of-way area.

2 Test Holes \$60.00 Application Fee PLUS
\$10.00/hole

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3 Utility Poles	\$100.00 Application Fee PLUS \$20.00/hole
4 Sidewalks	
a. For each 25 lineal feet (parallel to the property line) or fraction thereof	\$60.00
b. Each additional 25 lineal feet or fraction thereof	\$20.00
5 Concrete Curb Work	
a. For each 25 lineal feet (parallel to the property line) or fraction thereof	\$50.00
b. Each additional 25 lineal feet or fraction thereof	\$25.00
6 Remove, Trim or Plant Trees	
a. First tree	\$25.00
b. Each additional tree	\$10.00
7 Storing or stockpiling materials in Right-of-Way	
a. First day	\$60.00
b. Each additional day	\$50.00
8 Protective Fence, shed or office trailer	
a. For each month or fraction thereof	\$60.00
b. Each additional month	\$40.00
9 Erecting Scaffolding in Right-of-Way	
a. For each month or fraction thereof	\$60.00
b. Each additional month	\$15.00
10 Street Closings	\$120 per day
11 Dumpster in Right-of-Way	
a. First day	\$60.00
b. Each additional day	\$15.00
12 Setting Store Water Appliance	\$100.00 per unit
13 Oversize Load with Police Escort	\$300 per day
14 Temporary No Parking Signs	\$3.00 per sign/day
15 Parking Meter Bags	15.00 per bag/day
16 Highway maps	\$100.00
17 Annual Waste/Recyclable Hauling License	
a. Haulers operating 1-5 trucks	\$100.00
b. Haulers operating 6-10 trucks	\$150.00
c. Haulers operating 11 or more trucks	\$200.00
18 Private Collection Registration Fees	
a. Residential and commercial properties	\$80.00
b. Office and industrial property	\$150.00
19 Loading Zone Signs	
a. Sign and installation costs	\$300.00/space
b. Annual maintenance fee	\$50.00
20 Contractor Permit Parking	\$15.00
21 Roadway Crossings	
a. Application Fee	\$100.00
b. Each day fee	\$100.00
22 Hanging Street Banners	\$100.00

Any person, commission, or work started without first obtaining an approved permit from the Municipality shall be subject to an assessment of double the permit fee described above.

Section X. Parks & Recreation

1 Summer Camp Program		FEE
Residents		
	1 st Child	\$315.00 per child
	2 nd Child	\$240.00 per child
	3 or more children	\$215.00 per child

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Non-Residents	1 st Child	\$415.00 per child
	2 nd Child	\$340.00 per child
	3 or more children	\$315.00 per child

Early registration discount available for payment on or before June 1st of the Summer Camp program year. A payment plan is offered at the early registration discount rate; four (4) payments equal payments will be due by the 15th of each month from February to May of the Summer Camp program year for each child registered.

Residents	1 st Child	\$290.00 per child
	2 nd Child	\$220.50 per child
	3 or more children	\$20.00 per child
Non-Residents	1 st Child	\$380.00 per child
	2 nd Child	\$320.00 per child
	3 or more children	\$290.00 per child

2 Park Permits	Resident	Non-resident	Security Deposit
1 to 4 hours	\$95.00	\$190.00	PLUS \$25.00
5 to 8 hours	\$195.00	\$390.00	PLUS \$50.00

Permits for exclusive use of any pavilion will be additional \$100.00 (non-refundable)

Security deposits will be refunded provided the park is free of trash and damage.

An event is defined at the discretion of the Recreation Manager (+100 people).

Any rental that constitutes an event is required to have police presence \$240.00/per

Any organization found using a park for paid programming without a permit shall be charged double the maximum fee regardless of the organization's residency

NO ADDITIONAL FEES ARE TO BE CHARGES BY THE PERSONS/ORGANIZATION THAT OBTAIN PERMITS TO PERSONS ATTENDING ORGANIZED EVENTS.

3 Recreation Center Rentals

GYMNASIUM

	Resident	Non-Resident	Non-Profit	For-Profit
1 to 4 hours	\$140.00	\$280.00	\$300.00	\$350.00
5 to 8 hours	\$280.00	\$360.00	\$500.00	\$600.00
Monthly			\$2,000.00	\$2,500.00

CLASSROOM/MULTI-PURPOSE ROOM

	Resident	Non-Resident	Non-Profit	For-Profit
1 to 4 hours	\$80.00	\$120.00	\$100.00	\$120.00
5 to 8 hours	\$160.00	\$240.00	\$200.00	\$240.00
Monthly			\$1,000.00	\$1,200.00

4 Program fees

a. Youth Program fees	Residents	Non-Residents
	\$40.00 per child	\$80.00 per child

Youth recreation programming fees shall be applicable for all programs offered by Norristown Recreation for children 16 and under at any location and regardless of season. This includes, but is not limited to, youth basketball, soccer, football, and track.

Residents must show proof of residency to obtain the resident fee. Non-residents, and those unable to verify residency in the Municipality, will be required to pay the non-resident price per child upon registration. No refunds on the grounds of residency will be issued after registration.

b. Youth League Program fees	Residents	Non-Residents
	\$125.00 per child	\$175.00 per child

Youth league programs that are offered and managed by Norristown Recreation run generally six to eight weeks and are non-competitive, focusing on developing basic skills and preparing youth (ages 3-12) for competitive play.

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c. Non-League Field/Court Use Fees

Any group or team requesting to use municipal field or court for less than a total ten (10) games in a single season shall be subject to the Non-League Field/court Use Fees. **Reserving field use for non-league play shall be on a first-come, first-served basis with preference given to groups that qualify as leagues.**

<u>ADULT USE/GAMES (AGES 17 & OLDER)</u>		Per Game Fee
Day Games (ends before 5pm)		\$40.00
Night Games (ends after 5pm)		\$65.00
 <u>YOUTH USE/GAMES (AGES 16 & UNDER)</u>		Per Game Fee
Day Games (ends before 5pm)		\$30.00
Night Games (ends after 5pm)		\$70.00
 <u>LINING THE FIELDS (ALL GAMES)</u>		\$25.00 per game*

*Registered games may offer to line the fields themselves to avoid the lining fee.

d. League Field/Court Use Fees

Any group or team requesting to use municipal field or court more than ten (10) games in a single season shall be subject to the League Field/Court Use Fees.

League usage of municipal fields for all sports, including but not limited to baseball, softball, basketball, soccer, football, and track, shall be open to all groups that are able to pay to applicable fees (as stated above) and provide proof of insurance to Norristown Recreation upon registration. **Reserving season-long field use for league play shall be on a first-come, first-served basis.**

	10-19 Games per season	20+ Games per season
<u>ADULT USE/GAMES (AGES 17 & OLDER)</u>		
Day Games (ends before 5pm)	\$215.00 per team in league	\$115.00 per team in league
Night Games (ends after 5pm)	\$275.00 per team in league	\$165.00 per team in league
 <u>YOUTH LEAGUES (AGES 16 & UNDER)</u>		
Day Games (ends before 5pm)	\$115.00 per team in league	\$90.00 per team in league
Night Games (ends after 5pm)	\$165.00 per team in league	\$140.00 per team in league

*Registered games may offer to line the fields themselves to avoid the lining fee.

TOURNAMENT PLAY AT SOFTBALL FIELDS

\$110.00 per team per weekend

All league and tournament fees include the use of the field, lights (if applicable), portable restroom facilities (if applicable), and equipment owned by Norristown Recreation (i.e. basketballs, scoreboards, etc.)(if applicable).

e. Baseball/Softball Field Usage Discounts

Any baseball/softball team or league may be eligible to receive a discount or fee waiver from Norristown Recreation by making an in-kind donation in one or more of the following categories:

<u>LATSHAW/SOFTBALL FIELDS</u>	
Pre-Season Maintenance	50% off
Post-Season Maintenance	50% off
Purchase of Pallet of Diamond Dry	50% off
Purchase of Two (2) Pallets of Guideline Marker	50% off
Purchase of a Single Set of Bases	50% off
Purchase and Installation of Scoreboard Bulbs	50% off

Please note that all teams/leagues wishing to make an in-kind donations must first obtain authorization from the Norristown Recreation Manager prior to the donation and must submit a copy of all purchase receipts (if applicable). Discounts are only valid for the current or upcoming season. Post-season discounts will be issued as a reimbursement upon authorization of the Recreation Manager.

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f. Program Seasons

All programs offered by Norristown Recreation and municipal use by outside groups/teams shall adhere to guidelines set by season as listed below:

Fall I	September – November
Fall II	October – December
Winter	January - March
Spring	April - May
Summer	June - August

Section XI. Business Fees

1 Outdoor Dining Permit Fee	\$25.00
2 Transient Merchant Fees:	
a. 30 Day License	\$75.00
b. Operating without a License Violation	\$300.00 per occurrence
3 Mobile Food Vendor License Fees:	
a. Temporary License (3 day maximum)	\$50.00 per day
b. New Vendor License	\$300.00
c. Vendor Renewal License	\$150.00
d. Operating without a License Violation	\$300.00 per occurrence
e. Revoked License Renewal Fee	\$500.00
4 Block Party Application Fee	\$50.00

Individuals that wish to close off a segment of street in the Municipality for the purpose of hosting a block party are required to submit a non-refundable fee and a petition with a signature from each household on the block identified as the site of the block party.

5 Parade/Assembly Application Fee	\$85.00
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Every Applicant for a permit to conduct a parade or assembly other than the budgeted parades and assemblies shall pay an application processing fee.

Permitted parades or assemblies that exceed the estimated time for the event as stated in the application by more than one-half hour shall be subject to pay the municipal services rate to the Municipality for such excess time.

If a permitted parade or assembly exceeds the estimated time for the event as stated in the application by more than one-half hour, the permittee shall pay the municipal service rate to the Municipality for such excess time.

Parade/Assembly Application Deposit	Municipal Service Rate
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Upon approval of the application for a parade or assembly permit, the applicant shall deposit with the Municipality an amount determined by multiplying the hourly municipal services rate then in effect by the estimated number of hours of duration of the parade or assembly and any meeting or rally connected therewith as stated in the application, in order to cover the Municipality's estimated expenses for the parade or assembly, including but not limited to, the costs of police protection, fire protection, emergency medical services, sanitary services, clean-up and trash removal and other necessary services.

Section XII. Trash Collection and Disposal Fees

1 Single Family	\$424.00
2 More than 1 house detached	\$424.00
3 Duplex	\$848.00
4 Triplex	\$1,272.00
5 Quadraplex	\$1,696.00
6 Exempt Veteran Dwellings	\$424.00
7 Condominiums	\$424.00
8 Norristown Volunteer Fire Companies	\$0.00

Section XIII. Facility Rental Fees

1 Municipal Hall			
First three (3) hours	<u>Resident</u>	<u>Non-Resident</u>	<u>Non-Profit</u>
Each additional hour	\$75.00	\$125.00	\$125.00
Refundable deposit	\$15.00	\$15.00	\$15.00
	\$75.00	\$75.00	\$75.00