

City of St. Marys Fee Schedule Amended September 17th, 2018

[Res. 94-7, 02/14/94 and as amended by Res. 95-39, 001/03/95; and by Res. 95-46, 02/20/18; and by Res. 96-87, 12/16/96; and by Res. 99-132, 04/19/99; and by Res. 00-4, 2/21/2000; by Res. 01-4, 3/19/2001; by Res. 02-10, 10/21/2002; by Res. 02-14, 12/16/2002; by Res. 03-1, 1/20/2003; by Res. 03-23, 12/15/2003; by Res. 04-3, 2/2/2004; by Res. 05-2, 1/24/2005; by Res. 05-8; 6/20/2005; by Res. 05-13, 7/25/2005; by Res. 07-1, 1/15/2007; by Res. 07-24, 12/17/2007; by Res. 08-3, 2/18/2008; by Res. 10-1, 2/15/2010; by Res. 10-8, 5/3/2010; and by Res. 11-21, 9/19/2011; and by Res. 13-5, 4/15/2013; and by Res. 14-5, 03/17/2014; and by Res. 16-3, 01/18/16 and by Res. 16-11, 06/06/2016 and by Res. 18-14, 09/17/18]

Subject Fees

Administration / Miscellaneous

Certification of Payments	\$6
City Hall Room rental rates (for-profit and per hour per room non–St. Marys)	\$5
 Code of Ordinances	
Loose-leaf copies, hard binders	\$100
Annual loose-leaf supplies, no binder	\$25
Digital Copy	\$20
 Electricity on the Diamond	
3 hours or less	\$7
In excess of 3 hours	\$15
 Engineering and GIS Mapping Copies	
Black and White	
8.5" x 11"	\$1
11" x 17"	\$3
17" x 22"	\$3
22" x 34"	\$5
34" x 44"	\$5
Color	
8.5" x 11"	\$1.50
11" x 17"	\$5
17" x 22"	\$5
22" x 34"	\$7
34" x 44"	\$7
With Aerial Photo	
8.5" x 11"	\$3
11" x 17"	\$10
17" x 22"	\$10
22" x 34"	\$20
34" x 44"	\$20

City of St. Marys Fee Schedule Amended September 17th, 2018

Municipal Claims – 6% per annum from date of lien	6% per annum from date of completion of project
Municipal Claim Penalty	10%
Municipal Lien Letter	\$20
Notary Fees	\$2 (as required by state law) + \$5 clerical fee, equaling a total of \$7
For petitions	No charge
Photocopy Charges	
Basic copy charge	\$0.25 per page
When the City officer responsible for the record must search and locate the document requested to be copied	\$0.50 per page (each side)
Map machine	\$2 per linear foot
Use of Fax machine	\$1 per page
Postage Fee	Actual Cost
Returned Check Fee	\$30.00
Right to Know Law	
Copies 8.5" x 11"	\$0.25 per page
Certification of Record	\$5
Specialized Documents (Blueprints, Color copies, non-standard sized documents)	Actual Cost
Facsimile/Microfiche/Other Media	Actual Cost
Police Audio Recording/Video Recording Redaction Fee	Actual Cost
Redaction Fee	No charge
Conversion to Paper	
If a record is only maintained electronically or in other non-paper media, duplication fees shall be limited to the lesser of the fee for duplication on paper or the fee for duplication in the original media unless the requester specifically requests for the record to be duplicated in the more expensive medium.	

City of St. Marys Fee Schedule Amended September 17th, 2018

Public Works – Sewer

Certificate of Compliances

Public Sewer System	
Residential uses	\$30 + \$25 per hour over 1 hour's time
Commercial/industrial uses	\$50 for up to 5,000 sq. ft.; \$20 for each additional 5,000 sq. ft. of bldg..
Duplicate of Certificate of Compliance	\$5
Private Sewer System (Septic System)	\$50

Sanitary Sewer Lateral Construction or Repair Actual cost + \$25 inspection fee

Sanitary Sewer Specialized Equipment

TV van CCTV camera	\$100 per hour plus current rate of 2 employees Outside of normal working hours of 6 am to 2 pm 1.5 times current rate
Vactor Truck	\$290 per hour plus 2 employees current rate
Jetter Truck	\$135 per hour plus 2 employees current rate
Street Sweeper	\$150 per hour plus 1 employee current rate

Septage Acceptance

Acceptance of residential septage at the wastewater treatment plant	\$0.05 per gallon
---	-------------------

Sewage Disposal System On-Lot (contracted services)

SEO Services

Process sewage permit application includes a site inspection, 6 soil probes, 1 perc. test, design review, issuance of sewage permit, and a final inspection	\$ 450 per application
Repair/modification permits; Includes site visit and follow-up inspection (for minor repairs that do not require soils testing or alterations to the absorption area)	\$200 per application
Investigating complaints and mal-functions (includes a dye test if necessary)	\$125 per visit, plus any additional costs (i.e. wastes sampling)
Return visit to a lot that was not prepared by the owner	\$75 per extra visit properly

City of St. Marys Fee Schedule Amended September 17th, 2018

Reissue expired permit \$100

Miscellaneous work not described \$50 per hour above

(There will be no refunds of any permit application fees once the processing of the application has been started.)

Sewer Billing Rates

Monthly base rate of the sewer rental rate per water meter

Residential Property -- \$22.50;

Nonresidential Property whose primary use is industrial -- \$50.00;

Nonresidential Property whose primary use is other than industrial -- \$30.00.

Monthly consumption rate of the sewer rental rates:

Level	Metered Water	Rate for Gallons in Each Level
1	First 50,000 gallons	\$4.91 per thousand gallons
2	Over 50,000 gallons	\$4.81 per thousand gallons

Sewer Billing Shut-Off Notice \$40.00

Sewers

Inspection Fees

From either Municipal Authority, the St. Marys Area Water Authority or a resident in the City \$25 per hour

From any other municipality, municipal authority, person, firm or corporation Current wages + fringe costs

Sewer Pretreatment Permits

Filing fee for new industrial users \$100

Required of industries introducing regulated material into the sanitary sewer system

Group 1 industries \$100 per month

Group 2 industries \$120 per month

Group 3 industries \$230 per month

Sewer Tapping Fee (Capacity)

1 to 3 EDUs = \$1,050 per each EDU;

1=\$1,050 2=\$2,100 3=\$3,150

4 EDUs and above = \$3,150 plus \$500 per each EDU;

Maximum tapping fee per connection – \$11,650

Sewer Tap Inspection \$25

City of St. Marys Fee Schedule Amended September 17th, 2018

Surcharge for Industrial Discharges

B.O.D.	\$0.18 per pound
T.S.S.	\$0.16 per pound
NH3-N	\$0.47 per pound

Public Works- Streets

Driveway – Sewer Permit

Under 24 feet in length	\$20
Over 24 feet in length	\$35

Excavations -Permit Applications

Improved Streets and berms	\$11 per square foot
Unimproved Streets and berms	\$7 per square foot
Untraveled portion of right-of-way	\$50
Curb breaks	\$50 + \$30 per foot refundable deposit

Road Bonding – Excess Maintenance Agreements

Preliminary inspection	\$50 for first mile (or fraction); \$25 for each additional mile (or fraction)
Annual permits	\$25

Police Department

Application Fee- Police Civil Service Examination	\$25.00
Collision Report Copies	\$15
Collision Reconstruction Reports	\$75 per page
Collision Reconstruction Images	
Color laser prints, standard paper	\$30 per page
Image files on CD/DVD	\$10 per image
Escort Fee for Oversize Vehicles	\$75
Parking Passes	\$0.25 cents per hour

City of St. Marys Fee Schedule Amended September 17th, 2018

Parking Permits

Parking garage permits	\$10 per month from 6:00 a.m. to 6:00 p.m.; \$30 per month for 24-hour parking
All other parking permits	\$15 per month from 6:00 a.m. to 6:00 p.m.

False Police and Fire Alarm Fees

For each preventable false alarm	\$30
----------------------------------	------

Code Enforcement and Permits

Building Permits New Residential Construction

*Fees for new home construction include: attached garages, decks/porches, finished basements and electrical service inspection.

Home (Conventional Construction)	\$0.35 per square foot
Home (Modular Construction)	\$350.00
New or Used Single or Double-Wide Mobile Home	\$240.00
Garage/Accessory Structure	\$0.20 per square foot

Commercial, Residential and Industrial

Additions, Decks/Porches, Pools, Fences, Signs, Demolition, Repairs, Alterations, Minor Work.	\$60.00 for the first \$1,000.00 of work. \$8.00 per \$1,000.00 of work thereafter.
*Fee based on dollar value of construction.	

Commercial & Industrial Construction

*Based on Use Group and Type of Construction

Use Group	Use Group Title	Type of Construction								
		1A	1B	2A	2B	3A	3B	4	5A	5B
A-1	Assembly	0.94	0.9	0.9	0.88	0.79	0.79	0.81	0.73	0.71
A-2	Assembly	0.66	0.64	0.64	0.62	0.58	0.54	0.56	0.49	0.48
A-3	Assembly	0.65	0.64	0.64	0.61	0.52	0.53	0.55	0.47	0.47
A-4	Assembly	0.82	0.8	0.8	0.78	0.69	0.69	0.72	0.63	0.61
B	Business	0.61	0.59	0.59	0.57	0.47	0.47	0.51	0.41	0.4
E	Educational	0.66	0.64	0.64	0.62	0.53	0.51	0.53	0.46	0.45
F-1	Factory & Industrial Mod. Haz.	0.4	0.38	0.38	0.35	0.28	0.29	0.32	0.24	0.23
F-2	Factory & Industrial Low Haz.	0.39	0.37	0.37	0.35	0.28	0.29	0.32	0.24	0.23
H-1 to H-5	High Hazard	0.38	0.37	0.37	0.35	0.28	0.28	0.3	0.24	0.22
I-1	Institutional	0.63	0.61	0.61	0.59	0.51	0.51	0.53	0.46	0.45
I-2	Institutional	0.91	0.89	0.89	0.87	0.76	N.P.	0.8	0.7	N.P.
I-3	Institutional	0.75	0.73	0.73	0.72	0.63	0.63	0.66	0.59	N.P.
I-4	Institutional	0.61	0.6	0.6	0.58	0.51	0.51	0.54	0.47	0.45
M	Merchantile	0.51	0.49	0.49	0.47	0.38	0.38	0.4	0.34	0.33
R-1	Residential Hotels	0.68	0.66	0.66	0.65	0.56	0.56	0.59	0.51	0.49
R-2	Residential Multi Family	0.56	0.54	0.54	0.53	0.46	0.46	0.5	0.41	0.39
R-3	Residential One & Two Family									0.35
R-4	Residential Care/Assisted Liv. Fac.	0.61	0.6	0.6	0.56	0.51	0.51	0.53	0.47	0.45
S-1	Storage Moderate Hazard	0.38	0.36	0.39	0.34	0.28	0.29	0.31	0.23	0.21

City of St. Marys Fee Schedule Amended September 17th, 2018

S-2	Storage Low Hazard	0.37	0.36	0.36	0.35	0.28	0.28	0.3	0.22	0.2
U	Utility Miscellaneous	0.27	0.24	0.24	0.2	0.2	0.2	0.2	0.16	0.16

Pennsylvania Training Fee \$4.50

*Applies to all building permits issued.

Miscellaneous Building Permit Fees

Electric Service Inspection (Non-UCC, Upgrades, etc.) \$60.00 per inspection

Daycare Inspection \$60.00 per inspection

Change of Occupancy \$60.00 per inspection

Certificate of Occupancy for Existing Building \$100.00 + inspection fees

Commercial Annual Permit \$100.00

Commercial Roofing Inspection 50% of alteration fee schedule

All Other Inspections (Commercial/ Residential) \$60.00 per inspection

Miscellaneous permits and fees

Amusement Device Permit \$50 per unit

Carnival, etc.

License Fees

Circus \$50 per day

Other shows \$20 per day

Bond Requirements \$1,000

City Maps

Small (street and zoning) \$3

Large \$5

Zoning (colored) \$5

Large Zoning (colored) \$25

City of St. Marys Fee Schedule Amended September 17th, 2018

Junkyard Licenses

Not more than 15,000 square feet	\$50
More than 15,000 square feet and less than 40,000 square feet	\$100
More than 40,000 square feet	\$200
Total license fee for 1 junkyard shall not exceed	\$200

Ordinance Copies

Zoning Ordinance Copies	\$35
Subdivision Ordinance Copies	\$25
Stormwater Ordinance Copies	\$25

Soliciting / Transient Retail Merchant \$50 per week

Stormwater Management Permit

Application fee	\$50 for 20,000 sq. ft. of impermeable surface or less; \$100 for over 20,000 sq. ft. of impermeable surface; plus engineering and legal fees incurred by City to review application and plans.
-----------------	---

Subdivisions

Fees for examination, inspection and approval of plans	\$25 per lot
Plus engineering or legal fees incurred by City to review application and plans	Actual Cost
Elk County Planning Commission Review Fee	\$10
Land Development Application	\$25
Road Plan Approval	
Engineering review	\$80
Inspection fees	\$25 per hour
Petition for acceptance fee	\$100 plus engineering and legal fees

Subdivision Work

Preliminary site suitability testing DEP sewage planning modules probes only; pass or fail)	\$125 for the first three soil probes for \$20 for each additional soil probe (soils (100% paid by the developer)
---	---

City of St. Marys Fee Schedule Amended September 17th, 2018

Complete site suitability testing for sewage planning modules (soils probes and perc. testing)	\$250 per EDU (1 EDU=1 resi- DEP dential building lot) (100% (soils paid for by the developer with credit given for any preliminary fees already paid.)
Replacement area testing for DEP planning modules (soils and perc. testing)	\$150 per EDU (1 EDU= 1 resi-sewage dential building lot) (100% probes paid for by the developer with credit given for any preliminary fees already paid.)
Review of a DEP sewage planning module when a sewage permit application is pending (applicable to a single building lot subdivision only)	\$50 per planning module (100% paid for by developer)
Residual tract inspections of existing systems for non-building-lot waivers and DEP planning modules	\$75 per lot (100% paid by the on-lot developer)

Zoning

Zoning Hearing Board and Building Code Board of Appeals

Appeals, Applications or Petitions

Filing fee (includes advertising and Board member fees)	\$260
Actual cost of stenographic service, if required.	Actual Cost
Such reasonable costs as may be billed the City by its engineer, lawyer and /or Consultant.	Actual Cost
Any and all county, state or federal fees charges back-charged to the City	Actual Cost or

Zoning Permit Fee

\$25

Zoning/Planning Appeals, Applications or Permits

Rezoning Requests

Filing fee	\$400
Stenographic services	Actual Cost, if required

City of St. Marys Fee Schedule Amended September 17th, 2018

Such reasonable costs as may be billed by the City by its engineer, lawyer and /or planning consultant	Actual
Any and all county, state and federal fees or charges back-charged to the City.	Actual Cost
Surveyor Costs	Market Value
Curative Amendment to Zoning Ordinance	
Filing Fee	\$400
Advertising Hearings	Actual Cost
Stenographic services	Actual Cost
Such reasonable costs as may be billed By the City, by its engineer, lawyer and /or planning consultant.	Actual Cost
Any and all fees or charges back-charged to the City.	Actual Cost
Conditional Uses	
Appeals, applications or petitions to the City Council	
Filing fee	\$400
Actual cost of advertising hearing, if required	
Actual cost of stenographic services, if required	
Such reasonable costs as may be billed the City by its engineer, lawyer and/or planning consultant	
Any and all county, state, and federal fees or charges back-charged to the City	
ECHO Housing Inspection Fee	\$25