

Resolution No. 2025-2
Borough of Hellertown

A resolution of the Council of the Borough of Hellertown, Northampton County, Pennsylvania establishing and confirming a Schedule of Fees and Charges for services, permits, equipment, materials, and park and recreation for the year 2025.

NOW, THEREFORE, BE IT RESOLVED, that effective January 1, 2025, the following Schedule of Fees and Charges be established for the Borough of Hellertown to remain in effect until changed by appropriate action of Borough Council.

I. General Administration

1. Moving Permit	\$ 5.00
2. Business Registration	\$60.00 + \$25 late fee
3. Residential Rental License	\$75.00 + \$25 late fee
	\$30.00 second re-inspection
	\$30.00 reinstatement
	\$30.00 transfer
4. Copies (per page)	\$.25
5. Returned Check	\$25.00
6. Zoning Ordinance	\$25.00
7. Sub-division and Land Development Ordinance	\$25.00
9. Comprehensive Plan	\$25.00
10. Yard Sale	\$ 5.00/day
11. Recreation Improvement Fee	\$1,000/residential unit
	\$1.10/sf. Commercial, office, industrial unit
12. Duplicate Compost Center Card	\$ 2.00
13. Copy of audio recording	\$ 2.00
14. Administrative Processing Fee	\$25.00

II. Real Estate Collection Fees

1. Tax Certification	\$20.00
2. Duplicate Real Estate bill	\$10.00
3. Electronic Media for Real Estate Tax	\$20.00 per property record

III. Police

1. Police Report and Incident Report	\$15.00
2. Fingerprinting	\$50.00/non-resident
3. Accident Report	\$15.00
4. Accident Photographs	\$5.00/print
5. Alarm Violation (2nd false alarm)	\$50.00
6. Alarm Violation (3 rd , 4 th , 5 th)	\$100.00
7. Alarm Violation (6 th and thereafter)	\$300.00
8. Stray dog pick up	\$ 50.00+\$15/day after 24 hrs.
9. Application for Handicap Parking	\$ 50.00 (new)
	\$ 10.00 (annual renewal)
10. Certified RTK request	\$ 5.75
11. Special Event Staffing	actual labor cost

IV. Hellertown Pool

a. Daily Rates	
Child under 3 years	FREE
Youth (4-17)	\$6.00
Adult	\$8.00
b. Season Pass	
Child Under 3	FREE
Resident Youth	\$ 75.00
Non-resident Youth	\$121.00
Resident Adult	\$ 95.00
Non-resident Adult	\$161.00
Resident Family	\$200.00*
Non-resident Family	\$317.00*
Resident Senior Citizen	\$ 30.00
Non-resident Senior Citizen	\$ 87.00
Duplicate Pool Pass	\$ 5.00

*Fees imposed for the first five (5) family members only. Each additional season pass beyond the initial five (5):

Resident Family	\$20.00/EA.
Non-Resident Family	\$35.00/EA.

c. Evening Admission Rate (after 4:00 pm)	
Child Under 3	FREE
Youth	\$4.00
Adult	\$5.00

d. Weekend Daily Rate	
Child Under 3	FREE
Youth	\$6.00
Adult	\$8.00

Pack of 10 Daily Youth	\$55.00
Pack of 10 Daily Adult	\$75.00
Pack of 10 Evening Youth	\$35.00
Pack of 10 Evening Adult	\$45.00

V. Parks & Recreation

e. Dimmick Park Pavilion	
• Hellertown Borough Resident	\$175.00
Refundable Deposit	\$150.00
Rental Fee (use of gas & electric)	\$175.00
Pavilion w/Utilities & Alcohol Permit	\$225.00
• Non-Resident	
Refundable Deposit	\$150.00
Rental fee (use of gas and electric)	\$225.00
Pavilion w/Utilities & Alcohol permit	\$275.00
Large Group Special Events	\$350.00

f. Water Street Park Pavilion (<50 ppl)	
Refundable Deposit	\$100.00
Rental Fee - Resident	\$110.00
Rental Fee – Non-Resident	\$125.00
g. Field Permits	
Youth Groups	\$50.00/field/season
Adult Groups	\$50.00/field/season
Non-League	\$100.00/season
Special Event/Tournament	\$50.00/day
h. Performance Stage	\$175.00
Refundable Deposit	\$150.00
i. Basketball & Volleyball Courts	\$ 10.00/use
(2 hour maximum per use)	
j. Authority Park Fountain (groups of 25 or less)	\$ 50.00
Refundable Deposit	\$100.00

VI. Sanitation & Recycling

1. Base Residential sanitation fee (due by 3/3)	\$213.68
2. Base Residential recycling fee (due by 3/3)	\$176.40
3. Penalty Residential sanitation fee (after 3/3)	\$235.05
4. Penalty Residential recycling fee (after 3/3)	\$194.04
5. Sanitation/Recycling Installment	
• Installment #1base due 3/3	
• Installment #2base due 4/3	
• 10% Penalty after 4/3	
6. Recycling Container	\$ 10.00
7. Extra Garbage Pick Up	\$ 125.00/hopper
8. White Goods	\$ 75.00/item
9. Dumpster permit	\$ 75.00
10. Dumpster Rental	\$150/month
11. Commercial – based on cubic amount hauled & removal frequency or a basic annual fee as established by Borough Council	
12. Commercial Penalty – 10% added to gross amount if not paid on or before March 3rd.	
13. Industrial – based on cubic amount hauled and removal frequency or a basic annual fee as established by Borough Council	
14. Industrial Penalty – 10% added to gross amount if not paid on or before March 3rd.	

VII. Zoning & Codes

1. Shade Tree	\$ 10.00 (trim)
	\$ 25.00 (remove/replace)
2. Tree in lieu of planting	\$400/tree
3. Adult Oriented Business	\$ 250.00/yr.
4. Amusement Device	\$ 100.00/device
5. Liquor License Transfer	\$500.00
6. Cell Tower	\$300.00/antenna
7. Small Wireless Facility	\$500.00/up-front (up to 5)
	\$100.00/ea. Add'l over 5

8. Zoning Hearing Board	\$270.00/yr. recurring \$750.00 Residential \$1000.00 Commercial
9. UCC Board of Appeal	\$250.00
10. Certificate of Occupancy or Change of Use	\$ 50.00
11. Fireworks	\$ 50.00
12. Temporary Signs	\$ 25.00
13. Sidewalk Inspection	\$ 25.00
14. Mobile Vending	\$200.00 annual \$ 25.00 daily
15. Temporary Business/Transient License	\$100/week Partial or full
16. Zoning Amendment Request Escrow	\$2,500.00
17. Violations pursuant to Ord. 854	
• 1 st offense	\$ 25.00
• 2 nd offense	\$ 50.00
• 3 rd offense	\$100.00

VIII. Building & Zoning Permits (Local)

1. Patios, Signs, walks, Curbs, Paving, Demolition, Windows, Siding, Sheds, Fences

Up to \$999.00	\$ 25.00
\$1,000-\$2,499	\$ 50.00
\$2,500 – \$4,999	\$ 75.00
\$5,000 - \$9,999	\$100.00
+\$10,000	\$125.00 + \$3 for each Addition \$1,000

*Construction permits obtained as a result of construction that has been completed prior to the issuance of any required permit: The normal permit fee as outlined above + 25% of said permit fee + the actual cost + 10% of special tests required to determine compliance due to concealed construction.

2. **Building Permit Fee Schedule (UCC) *see attached BIA fee schedule + \$20%**

*Construction permits obtained as a result of construction that has been completed prior to the issuance of any required permit: The normal permit fee as outlined above + 20% of said permit fee + the actual cost + 10% of special tests required to determine compliance due to concealed construction.

IX. Site Development, Land Development & Subdivision

1. Site Development Application Fee \$ 50.00 +
Professional Service Escrow \$1,500.00
2. Land Development Application Fee \$ 100.00+
Professional Service Escrow \$5,000.00

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|--------------------------------|--------------------|
| 3. Subdivision Application Fee | \$ 150.00+ |
| Professional Service Escrow | \$5,000.00 |
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| 4. Conditional Use Fee | \$1,000.00 + |
| | Court Reporter Fee |

Professional Service Escrow

A Professional Service Escrow Account shall be required to be deposited with the Borough the time of initial plan application. The applicant and/or developer shall establish a Professional Escrow Account to reimburse the Borough of Hellertown for the reasonable and necessary expenses incurred for review of all applications, reports, plans and the inspection of the improvements by the Borough of Hellertown's professional consultants, solicitor and/or engineers. Such expenses shall be reasonable and in accordance with the ordinary and customary fees charged by the Borough of Hellertown Solicitor, Engineer and any other consultant for work performed for similar services in the Borough of Hellertown. However, in no event shall the fees exceed the rate or cost charged by the Borough of Hellertown Solicitor, Engineer or other consultant when such fees are not reimbursed or otherwise imposed on the applicant. Borough incurred professional fees shall be billed per the current approved Fee Schedule of Borough Council and Borough administrative expenses shall be reimbursed at 10% per billing. After project completion, the applicant shall request the return of any unused Professional Service Escrow in writing. The remaining amount will be returned with copies of all invoices that have been paid after all the Borough of Hellertown professional consultants, solicitor and engineer have indicated they have completed all invoicing.

X. Public Works

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| 1. | Street Opening | |
| | Application fee | \$ 25.00 + fees outlined in Ord. 656 |
| 2. | Use of Borough Equipment | Current FEMA Equipment Rate schedule + actual labor cost |
| 3. | Special Event Staffing | actual labor cost |
| 4. | Shovel sidewalk (per ordinance) | \$150.00 per occurrence |
| 5. | Grass Cutting (per ordinance) | \$150.00 per occurrence |
| 6. | Damage to Borough owned material, structure, equipment will be the actual cost of material, structure, equipment + the actual cost of labor + \$25 administrative fee. | |

Adopted By Hellertown Borough Council January 6, 2025.