

City of St. Marys Fee Schedule

[Res. 00-4, 2/21/2000; as amended 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]

Subject

Fees

Amusement Device Permit

\$50 per unit

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

Additions, Decks/Porches, Pools, Fences,
Signs, Demolition, Repairs, Alterations,
Minor Work. \$60.00 for the first \$1,000.00
of work.

*Fee based on dollar value of construction. \$8.00 per \$1,000.00 of work
thereafter.

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
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

City of St. Marys Fee Schedule

Pennsylvania Training Fee	\$4.00
*Applies to all building permits issued.	
Miscellaneous 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
Carnival, etc.	
License Fees	
Circus	\$50 per day
Other shows	\$20 per day
Bond Requirements	\$1,000
Cats	
Trapping service (per cat)	\$15
Cat released (to owner)	\$20 fine
Board of Cats	\$7 per day
Certificate of Compliance	
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 building
Private Sewer System (Septic System)	\$50.00
Certification of Payments	\$6

City of St. Marys Fee Schedule

City Hall Room rental rates (for-profit and non-St. Marys)	\$5 per hour per room
City Maps	
Small (street and zoning)	\$3
Large	\$5
Zoning (colored)	\$5
Large Zoning (colored)	\$25
Engineering and GIS Mapping	
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
Code of Ordinances	
Loose-leaf copies, hard binders	\$100
Annual loose-leaf supplies, no binder	\$25
Diskette	\$20
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

City of St. Marys Fee Schedule

Dogs	
Dog disposal	\$20
Kennel release	\$15
Dog Boarding	\$7 per day
Deposit for adoption (refundable)	\$50
Driveway – Sewer Permit	
Under 24 feet in length	\$20
Over 24 feet in length	\$35
Electricity on the Diamond	
3 hours or less	\$7
In excess of 3 hours	\$15
Escort Fee for Oversize Vehicles	\$75
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
False Police and Fire Alarm Fees	
For each preventable false alarm	\$30
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 ex- ceed	\$200
Land Development Application	\$20
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

City of St. Marys Fee Schedule

	clerical fee, equaling a total of \$7
For petitions	No charge
Ordinance Copies	
Zoning Ordinance	\$35
Subdivision Ordinance	\$25
Stormwater Ordinance	\$25
Outdoor Furnace Permit (one-time fee only)	\$50
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.
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
Planning Commission	
Appeals, Applications or Permits	
A. Rezoning Requests	
(1) Filing fee	\$405
(2) Stenographic services	Actual Cost, if required
(3) Such reasonable costs as may be billed Actual Cost by the City by its engineer, lawyer and /or planning consultant	
(4) Any and all county, state and federal fees or charges back-charged to the City.	Actual Cost
(5) Surveyor Costs	Market Value
B. Curative Amendment to Zoning Ordinance	
(1) Filing Fee	\$300

City of St. Marys Fee Schedule

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|-----|--|-------------|
| (2) | Advertising Hearings | Actual Cost |
| (3) | Stenographic services | Actual Cost |
| (4) | Such reasonable costs as may be billed by the City, by its engineer, lawyer and /or planning consultant. | Actual Cost |
| (5) | Any and all fees or charges back-charged to the City. | Actual Cost |

C. Conditional Uses

Appeals, applications or petitions to the City Council

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| (1) | Filing fee | \$300 |
| (2) | Actual cost of advertising hearing, if required | |
| (3) | Actual cost of stenographic services, if required | |
| (4) | Such reasonable costs as may be billed the City by its engineer, lawyer and/or planning consultant | |
| (5) | Any and all county, state, and federal fees or charges back-charged to the City | |

Returned Check Fee	\$30.00
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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
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

Postage Fee	Actual Cost
Road Bonding – Excess Maintenance Agreements	
1. Preliminary inspection	\$50 for first mile (or fraction); \$25 for each additional mile (or fraction)
2. Annual permits	\$25
Road Plan Approval	
Engineering review	\$80
Inspection fees	\$25 per hour
Petition for acceptance fee	\$100 plus engineering and legal fees
Septage Acceptance	
Acceptance of residential septage at the wastewater treatment plant	\$0.05 per gallon
Sanitary Sewer Lateral Construction or Repair	Actual cost + \$25 inspection fee
Sewage Disposal System On-Lot	
SEO Services	
1. Process sewage permit application includes a site inspection, 6 soil probes, 1 perc. test, design review, issuance of sewage permit, and a final inspection	\$375 per application
2. 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)	\$175 per application
3. Investigating complaints and malfunctions (includes a dye test if necessary)	\$125 per visit, plus any additional costs (i.e. wastes sampling)
4. Return visit to a lot that was not properly prepared by the owner	\$75 per extra visit
5. Reissue expired permit	\$100
6. Miscellaneous work not described above	\$45 per hour

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

City of St. Marys Fee Schedule

Subdivision Work

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| 1. Preliminary site suitability testing for DEP sewage planning modules (soils probes only; pass or fail) | \$125 for the first three soil probes
\$20 for each additional soil probe
(100% paid by the developer) |
| 2. Complete site suitability testing for DEP sewage planning modules (soils probes and perc. testing) | \$250 per EDU (1 EDU=1 residential building lot) (100% paid for by the developer with credit given for any preliminary fees already paid.) |
| 3. Replacement area testing for DEP sewage planning modules (soils probes and perc. testing) | \$150 per EDU (1 EDU= 1 residential building lot) (100% paid for by the developer with credit given for any preliminary fees already paid.) |
| 4. 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) |
| 5. Residual tract inspections of existing on-lot systems for non-building-lot waivers and DEP planning modules | \$75 per lot (100% paid by the developer) |

Sewer Rates

The base rate for sewer bills shall hereafter be \$22.50 per month for each water meter connected to the sanitary sewer system.

The consumption rate will be based upon the usage as follows:

Gallons	Cost
First 10,000 gallons	\$4.30 per thousand per month
10,001 to 50,000 gallons	\$4.25 per thousand per month
50,001 to 1,000,000 gallons	\$4.20 per thousand per month
Over 1,000,000 gallons	\$4.10 per thousand per month

Sewer Shut-Off Notice	\$40.00
Sewer Tapping Fee	1 to 3 EDU –\$1,050 per EDU; 4 or more EDUs – \$500 per EDU; Maximum tapping fee per connection – \$11,650
Sewer Tap Inspection	\$25

City of St. Marys Fee Schedule

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
Surcharge for Industrial Discharges	
B.O.D.	\$0.18 per pound
T.S.S.	\$0.16 per pound
NH ₃ -N	\$0.47 per pound
Sewers	
Inspection Fees	
A. From either Municipal Authority, the St. Marys Area Water Authority or a resident in the City	\$25 per hour
B. From any other municipality, municipal authority, person, firm or corporation	Current wages + fringe costs
Sign Permit	\$20
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
Soliciting / Transient Retail Merchant	\$50 per week

City of St. Marys Fee Schedule

Use Certificates/Occupancy Permits

Used to change or modify the specific use
of a structure

A. Filing fee	\$20
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Zoning Hearing Board and Building Code Board of Appeals

Appeals, Applications or Petitions

A. Filing fee (includes advertising and Board member fees)	\$250
B. Actual cost of stenographic service, if required.	Actual Cost
C. Such reasonable costs as may be billed the City by its engineer, lawyer and /or Consultant.	Actual Cost
D. Any and all county, state or federal fees or charges back-charged to the City	Actual Cost

Zoning Permit Fee	\$25
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