HALLAM BOROUGH
YORK COUNTY, PENNSYLVANIA

RESOLUTION NO. 2026-05

A RESOLUTION AMENDING AND RESTATING THE HALLAM BOROUGH FEE SCHEDULE RESOLUTION No. 2026-04

HALLAM BOROUGH FEE SCHEDULE

Zoning Permit Fees:	
Any activity requiring a zoning permit except the below items	$125.00
Renewal of Any Zoning Permit for Additional 9 Months	½ original fee, Maximum $100
Demolition Permits	$25
Replace or rebuild structure damaged by fire or natural disaster within six months	$0
Permits for Sidewalk along Borough Street Repair/Construction(Includes One Inspection)	$110
Additional sidewalk Inspections	$100 per inspection

Small Wireless Facilities Fees	
Application seeking approval for no more than five co-located small wireless facilities	$500
Each additional co-located small wireless facility beyond five	$100 each
Application seeking approval of a small wireless facility that requires the installation of a new or replacement utility pole	$1,000 each
Annual Small Wireless Facility Right-of-Way fee	$270

Storm water management fees	
Storm Water Management Plan Exemption fee for projects <500 sf	$1 per sf of impervious area
Storm Water Management Plan for Single Lot Improvements <1000 sf	$75
Storm Water Management Filing Fee and required Escrow deposit for DIA in excess of one thousand square feet	$25 Borough administration fee, $500 escrow minimum or $50/1,000 sf lot size, whichever is greater, engineer's review and inspection fees drawn from escrow

Floodplain Management Review and Inspection Fees

Floodplain Application Fee $145.00. (includes 1 hour of review time). Additional fees will be imposed at a rate of $145.00 per hour based upon the additional time involved.

UCC FEES, CONTRACTOR FEES AND INSPECTION FEES

UCC Contractor Fees:

Uniform Construction Code (UCC) Fee Schedule -2025, Plan Review and Inspections-Capital Region. Fee Schedule attached.

Administrative Borough Fees: $50.00 per permit

PA UCC State Education Fee: $4.50 per permit

SCHEDULE OF FEES FOR HIGHWAY OCCUPANCY PERMITS

GENERAL PERMIT APPLICATION & INSPECTION FEES

These fees are applied to the costs incurred in the preliminary review of the location covered by the permit, and/or inspection of the permitted work, and/or subsequent inspection after the permitted work has been completed to ensure compliance with Hallam Borough specifications and permit provisions.

1. Driveways
   a. Each minimum use driveway.....$25
   b. Each low volume driveway.....$50
   c. Each medium volume driveway.....$75
   d. Each high volume driveway.....$100

2. Streets
   a. A permit fee is hereby imposed in the amount of $90.00 per permit. The permit shall allow the Applicant to close portions of the Street for a period not to exceed three (3) days per Excavation or Opening, or as required, upon written receipt of a request by the Borough.

   b. A street closing fee is hereby imposed in an amount no less than $250.00 for each day that the Street is closed for traffic by reason of Opening or Excavation under the permit.

   c. A minimum inspection fee is hereby imposed in the amount of $75.00. An additional fee based on the then-current hourly rates charged by the Borough Engineer shall be invoiced by the Borough and paid by the Applicant after completion of the work. These fees will be reasonable and customary. The Applicant shall notify the Borough a minimum of seventy-two (72) hours in advance of final restoration to schedule an appointment to have a representative of the Borough inspect the Excavation prior to final restoration and covering.

d. A street degradation fee is hereby imposed to an applicant for a Street Opening or Excavation on a sliding scale, based upon the number of years after a street has been paved. The minimum charge will be for two (2) square yards rounded to the next whole square yard.
Those charges will be:

1st year	2nd Year	3rd Year	4th Year	5th Year	6th - 10th year	10th - 15th year	Over 15 years
$80/SY	$70/SY	$60/SY	$50/SY	$40/SY	$30/SY	$20/SY	$10/SY

e. Consistent with Section 3.C of the Ordinance, satisfactory liability insurance by or on behalf of the Applicant shall be maintained in the minimum coverage amount of One Million ($1 ,000,000.00) Dollars.

3. **Above-Ground Facilities** (e.g., poles, guys and/or anchors if installed independently of poles)
   a. Up to 10 physically connected above-ground facilities (each continuous group).....$20
   b. Additional above-ground physically connected facilities (each pole with appurtenances).....$2

4. **Crossings** (e.g., "overhead" tipples, conveyors/ pedestrian walkways /under grade subways or mines $80

5. **Non-Emergency Test Hole in Pavement or Shoulder**.....$5

6. **Other** (e.g., bank removal, sidewalk and curb).....$40

7. **Supplement Fee** (each six-month time extension/change $10

8. **Emergency Permit Card** (each card).....$5

9. **Exemptions** (see below for list of exemptions)

Exemptions From Application Fees

Permit issuance fees and general permit inspection fees are not payable by any of the following:
The Commonwealth.
Political subdivisions of the Commonwealth.
Authorities organized under the laws of the Commonwealth.
The Federal Government
Charitable organizations that are in compliance with Act No. 337, approved August 9, 1963, P.L. 628, as amended (churches, hospitals, schools, charitable institutions, veterans organizations, non-profit organizations)
Utility facility owners for:
   A. The installation of street lights at the request of PennDOT or the Borough
   B. The replacement or renewal of facilities prior to a Borough road project
   C. The removal of poles and attached appurtenances.

D. Facilities moved at the request of PennDOT or the Borough .

E. The reconstruction or maintenance of their facilities that occupy the right-of- way under private status

Additional Inspection Fees

If the Borough determines that the permitted work is of sufficient magnitude or importance to warrant assignment of one or more persons to inspect the permitted work on a more than one spot inspection basis, the permit will so indicate and the permittee shall be charged for additional salary, overhead, and expenses incurred by each assigned inspector and the Borough.

Filing Fees/Escrow/Contribution Amounts:

Zoning hearing Board Application/Appeal	$650
Rezoning/Amendment Application	$650
Preliminary Subdivision/Land Development Plan Application	$300 + $10 per lot
Final Subdivision/Land Development Plan Application	$200
Escrow Fund Deposit for All Subdivision/Land Development Plans	$2500
Monetary Contribution in Lieu of Recreation Facilities	Per formula calculations in SALDO Section 513
Sale of Ordinances, etc.	
Code of Ordinances	$150
Individual Chapter of Code of Ordinances; Construction & Material Specifications	$20
Mail Order Handling Fee	Actual cost
Ordinance on Computer Disk	$1 + $1 postage per disk
Zoning Map	$3
Individual copies of documents	$.25 per page
Certification of any document as a true and correct copy of a Borough record	$5.00
Licenses & User Fees	
Transient Retail Business Permit (Street Vendor	$25 per person
Fee for Use of park by Resident	$50
Fee for Use of park by non/Resident	$125
Security deposit for Park Clean up	$45
Right to Know Law Fees	
Photocopying Records (one page is either single sided copy or one side of a double sided black and white copy of standard 8.5"xll"page) printing from electronic media, copying onto electronic media.	$0.25 per page
Color Photocopy	$0.50 per page
	$5.00 for each record

Official Certification of a record at the request of requester	
Other documents, electronic or print	actual cost

If the Borough's Right-to-Know Officer expects the fees for requested records to exceed $100, then prior to granting the request for access, the Borough may require pre-payment of the estimated amount of the fees.

Attorney Fees and Other Charges, Expenses and Costs for Collection of Delinquent Fees

Research and obtain current deed and mailing address for owner(s) of property in an effort to commence collection efforts against such owner(s)	$50
Collection letter to a single owner of a property. The collection letter fee plus the cost for postage will be assessed to an owner(s) of property for each occurrence of a delinquency for which a collection letter was sent to the owner(s).	$125.00 plus all costs for postage
If a property is owned by more than one (1)owner, the owners will be assessed the fees for obtaining the deed to the property, the fee for the first collection letter which includes postage costs, and $40.00 for each additional collection letter sent to every record owner, plus all the costs of postage relating thereto.	$50
10 Day Notice letter(s) - This Notice will be sent to each owner who does not claim the collection letter sent via certified return receipt requested mail	$75.00 per Notice
Drafting and filing of Municipal Claim	$350.00 plus filing costs
Notice letter to owner(s) advising requesting permission to execute	$100.00
Title Search	$200.00
Preparation of Execution Documents: The customer's account will be assessed all filing costs as imposed by the York County Prothonotary's Office and Sheriff's Office related to filing of execution documents at the applicable rate of the time of the filing. As of the date of this Resolution,' the filing fee for a Praecipe for Writ of Execution is $54 and the Sheriffs advance fee is $3,000. The costs and fees	$600.00 for attorney preparation of documents

incurred for filing and service of the execution documents may be subject to change from time to time and vary upon case to case.	
Attorneys' attendance at Sheriff's Sale	$300.00
Satisfaction of Municipal Claim	$125.00
Payoff letter which provides the owner(s) 30 days to remit payment prior to resuming collection efforts and includes an itemized statement	$125.00
Agreement for payment plan	$150.00
Demand letter to owner(s) advising they must resume payments immediately – per letter	$125.00
Fee for insufficient funds in checking account– per occurrence	$50.00
Notice letter demanding owner(s) to make good on check per letter and costs for postage	$40.00 plus postage
Attorneys' fee to file Criminal Complaint for bounced check	$150.00
Attorneys' fees to provided owner(s) with a replacement copy of Praecipe to Remove after case has been settled	$50.00

The attorneys' fees in connection with collection and enforcement of a lien(s) will be imposed at a rate of $140.00 per hour which is based upon the actual time involved unless otherwise specified above.

Tax Collector & Return Check Fees

Issuance of Tax Certifications by tax collector upon request with respect to the current or prior year real estate taxes upon a particular piece of real estate	$25.00
Issuance of duplicate tax bills by tax collector upon request of a property owner or other person or institution or in connection with the payment of real estate taxes where no bill is enclosed with the check and a duplicate must be provided by the tax collector	$5.00
Return check	Fee imposed by the bank plus $10 processing fee

On Lot Septic Fees

New On lot system	$50 Borough Admin Fee; $1000 SEO escrow

Repair/alteration to on lot system	$50 Borough Admin Fee; $250 SEO escrow Actual SEO fees to be paid by applicant from escrow account

RESOLVED this 8th day of June, 2026.

Hallam Borough Council

ATTEST:

Secretary

President of Council