

BOROUGH OF PENNSBURG

76 W. 6th Street, Pennsburg, PA 18073 (215) 679-4546 Fax: (215) 679-5140

FEE SCHEDULE

Effective January 1, 2026 (Approved December 9, 2025)

All building, plumbing, mechanical and general permits will have an additional fee of \$10.00 (\$4.50 for PA-UCC fees and \$5.50 administrative fees.)

BUILDING PERMITS	
Residential (Single & Two Family Dwelling)	
New Residential Construction Plus Electrical, Mechanical and Plumbing permits and fees required	1,200.00
Plan Review per Submission	200.00
Additions – Attached (Includes attached garages) Sqft of building or structure area to include porches, patios, attics, basements, & living areas.	\$0.42/sqft (min. \$350.00)
Additions – Detached (Garages over 1,000sqft, accessory structures over 1,000sqft, and decks) Sqft of building or structure area to include total area, each level. Non-Modular accessory structures 1,000sqft and over	\$0.42/sqft (min. \$250.00) 100.00
Renovations, Alterations, Modifications Sqft of building or structure area to include all areas with minimum height ceiling	\$0.42/sqft (min. \$200.00)
Re-Roofing	60.00
Building Permit Renewal	75.00
Non-Residential, Multi-Family Residential, and Institutional	
New Commercial Construction Sqft of building area on each floor including basement. \$0.60/sqft for the first 10,000sqft, \$0.25/sqft for the remaining area Plus Electrical, Mechanical and Plumbing permits and fees required	\$0.60/sqft (min. \$500.00)
Alterations, Renovations or Modifications of Existing Buildings*, non-refundable application fee *This section applies to alterations, renovations & modifications that DO NOT increase the footprint of existing structures	\$0.60/sqft (min. \$500.00)
Building Permit Renewal	100.00
Non-Refundable Application Fee If a permit is issued, application fee will be applied to permit fee	500.00
Roofing Up to 5,000 sqft 5,000 - 10,000 sqft 10,000 - 15,000 sqft Over 15,000 sqft	500.00 750.00 1,000.00 1,250.00
Demolition Permits	
Demolition Permit - \$0.25 per \$1,000 of demolition costs	\$0.25 per \$1,000.00 (min. \$125.00)
Plumbing Permits - Residential	
New Residential Construction (1 & 2 Family Dwellings)	400.00
Additions, Renovations & Alterations	120.00
Plus \$10.00 per \$1,000.00 of the cost or fraction thereof	

FAILURE TO OBTAIN PERMIT PRIOR TO CONSTRUCTION WILL RESULT IN PENALTY OF DOUBLE PERMIT FEE

Plumbing Permits - Non-Residential, Multi-Family Residential & Institutional	
New Commercial Construction	800.00
Additions, Renovations & Alterations	120.00
Plus \$10.00 per \$1,000.00 of the cost or fraction thereof	
Plumbing Permits - Miscellaneous	
Sewer lateral	100.00
Water lateral	100.00
Permit for any plumbing work which requires a permit but not listed elsewhere	125.00
Electrical Permits - Residential	
Service:	
Not over 200amp	100.00
200amp	150.00
400amp	200.00
Additional meters, each	25.00
New Residential Construction (1 & 2 Family Dwellings)	400.00
Additions, Alterations, Renovations (includes rough/final inspections)	120.00
Plus \$10.00 per \$1,000.00 of the cost or fraction thereof	
Mobile Homes (includes service/final inspections)	175.00
Solar Panels	300.00
In-Ground Private Pools	175.00
Generator	200.00
Permit for any electrical work which requires a permit but not listed elsewhere	125.00
Electrical Permits - Non-Residential, Multi-Family Residential & Institutional	
New Commercial Construction	800.00
Additions, Alterations, Renovations (includes rough/final inspections)	120.00
Plus \$10.00 per \$1,000.00 of the cost or fraction thereof	
Electrical plan review, per hour	100.00
Annual permit fee for inhouse maintenance projects by qualified individuals that do not require individual inspections.	125.00
Mechanical Permits - Residential	
New Residential Construction (1 & 2 Family Dwellings)	400.00
Additions, Alterations, Renovations (includes rough/final inspections)	120.00
Plus \$10.00 per \$1,000.00 of the cost or fraction thereof	
Mechanical Permits - Non-Residential, Multi-Family Residential & Institutional	
New Commercial Construction	800.00
Additions, Alterations, Renovations (includes rough/final inspections)	120.00
Plus \$10.00 per \$1,000.00 of the cost or fraction thereof	
Energy Permits - Residential	
Energy	125.00
Energy Permits - Non-Residential, Multi-Family Residential & Institutional	
Energy	200.00
Sprinkler Permits	
Up to 200 sprinkler heads	350.00

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Each additional sprinkler head	0.50	
Contractor Registration		
Contractor – Non-home improvement contractors - annually	50.00	
Swimming Pools, Spas & Hot Tubs		
Above Ground – Permanent Includes electrical	250.00	
In Ground Plus \$15.00 per each \$1,000.00 or fractions thereof cost of pool	120.00	
Above Ground Seasonal Pool – see under Zoning Permits		
Electrical Permit for Pool Pumps/Filter Operations	60.00	
+ALL pools, spas and hot tubs must meet the requirements of the 2015 Pool and Spa Code.		
Additional Permit Inspections, Re-Inspections, per inspection		
Residential	85.00	
Non-Residential, Multi-Family Residential & Institutional	125.00	
UCC Board of Appeals		
Application Fee (non-refundable)	1,000.00	
Continuance (non-refundable)	400.00	
ZONING PERMITS		
A \$5.00 Administrative Fee is charged to all Zoning Permits unless otherwise noted		
Fence – 6’ maximum height	60.00	
Shed	60.00	
Patio – pavers, concrete, etc.	60.00	
Deck	60.00	
Accessory Building/Structure (other than shed) – under 1,000 sqft	120.00	
Commercial Shed	120.00	
Above Ground Seasonal Pool - 24” depth & greater+	100.00	
Annual renewal fee(<i>no Administrative Fee required for renewal</i>)	10.00	
Wood Burning Patio Unit (Chimineea) renewed annually (<i>no Administrative Fee required</i>)	10.00	
*Any enclosed or roofed patio or deck is considered an addition and requires a building permit.		
Grading Permits - Residential		
Category	Permit Fees	Escrow*
Single Family Dwellings/ Single Lot Grading	\$50.00 per dwelling or lot, whichever is greater	\$200.00 per dwelling or lot, whichever is greater
Multi-Family Dwellings (apartments, town houses, twins, condos, etc.)	2-3 Units - \$50.00	\$500.00
	4 or more units - \$50.00 plus \$10.00 for each unit over 3	\$500.00 plus \$80.00 for each unit over 3
Grading Permits - Non-Residential		
Number of Acres	Permit Fee	Escrow*
Less than 1	\$50.00	\$200.00
1-4	\$75.00	\$400.00
5-25	\$15.00 per acre	\$80.00 per acre
26-50	\$375.00 plus \$9.00 per acre over 25 acres	\$2,000.00 plus \$48.00 per acre over 25 acres
Over 50	\$600.00 plus \$6.00 per acre over 50 acres	\$3,200.00 plus \$32.00 per acre over 50 acres

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* Borough Engineer review and inspection costs shall be paid from the escrow account. Any remaining funds will be returned to the applicant after final sign-off of the grading work by the Borough Engineer. Additional escrow monies may be required from the applicant to ensure proper review and inspection, and these monies must be paid prior to final inspection and review.

Use & Occupancy Permit

New Residential and Residential Resale	100.00
New Commercial and Commercial Resale	125.00

*If re-inspections are required, additional fees may be applied.

Overhead Banner/Sign Permits

Signs - Up to 5 square feet	90.00
Each additional square foot	0.75
Overhead Banner	
Installation - (Valid non-profit agencies are exempt from a fee but must still submit a \$100.00 deposit to ensure removal)	25.00
Deposit	100.00

Road Occupancy/Driveway Permits

A \$5.00 Administrative Fee is charged to all Driveway Permits

Per Chapter 95 – Ordinance Number 12-03

Residential Driveways	60.00
Commercial Driveways	120.00
Residential Sidewalks	25.00
Commercial Sidewalks	60.00

Utilities – see permit fees on Permit Application

Fire Safety Inspections – Commercial, Yearly Inspection Fees

Class 1 – Home Based Businesses-must share direct connection with living quarters and be smaller than 250 S.F. of total space	30.00
Class 2 – Businesses with no Automatic Fire Suppression System or fire alarm (excludes ADT type system)	60.00
Class 3 – Businesses with Automatic Fire Suppression Systems	90.00
Class 4 – Businesses with Automatic Fire Suppression Systems and Fire Alarms	120.00
Class 5 – High Hazard Businesses	180.00
*If violations are found requiring a re-inspection, an additional \$30.00 fee will be charged.	

Pavilion Rental

Rentals available from April 1st to October 31st – (2) hour rental

Security Deposit (refundable)	100.00
Residents & Non-Profit Groups	50.00
Non-Residents	100.00

General Fees/Permits

Home Occupation – initial fee	25.00
Per year renewal fee	15.00
Rental Unit Permits, Residential – inspection required every 3 years or upon change in tenant	Per Unit 60.00 Per Room 25.00
Reinspection Fee	25.00
Trash Certification (per certification)	30.00
Trash Fee- per year/per unit using toters for solid waste	350.00
Trash Late Fee - \$25.00 per unit if paid after March 31st	25.00
Waste Haulers License – annual fee	200.00

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Replacement of solid waste or recycling tote-each	65.00
Holding Tank Inspection Fee	50.00
Fees for copying public records (first 5 copies are free)	.25
Handbill & Poster Licenses per 25 bills(additional \$5.00 per person)	10.00
False Alarm – (fee is per call; first 2 calls, no charge)	250.00
Parade Permit	100.00
Blasting Permit	100.00
Dumpster Permit (valid for 14 days) Placed in the street	20.00
Bagster/Dumpster/Temporary Storage Unit – Use on private property. First (30) days- No Fee Permit extension -may be extended (30) days	\$25.00
Clothes Donation Bin- Annual Fee	50.00
BYOB Restaurant Registration – annual fee	100.00
Written verification from Code Officer of a residential permit or approval, each	100.00
Written verification from Code Officer of a commercial (or other) permit or approval, each	500.00
Returned Check Charge	20.00
Missed Appointment Fee - all missed inspection appointments without 24-hour prior notice	25.00
Municipal Claims, Liens, Satisfactions and Revivals filed with the Prothonotary of the Montgomery County Court of Common Pleas – Attorney's fees in the total amount of \$170.00 (\$135.00 for the lien and \$35.00 for the satisfaction) will be added to each lien filed plus all applicable filing fees and court costs plus accrued interest calculated at the time of satisfaction. Each Revival of Judgment or Lien will include attorney fees in the amount of \$50.00 plus all applicable filling fees and court costs.	
Municipal Collection Actions filed by the Borough Solicitor in any Court of competent jurisdiction – Judgment Debtor shall be responsible for the Borough's actual attorney's fees at \$195.00 per hour for partners and associates plus all court costs, witness fees and other costs associated with the collection action.	
Games of Skill License	
Skill-based game machine, each – one-time fee	\$100.00
Skill-based game machine replacement, each – one-time fee	\$100.00
License transfer, each – one-time fee	\$50.00
Road Department Service Fees	
Labor- All labor shall be billed at the employee's hourly rate plus 35% overhead with a one-hour minimum charge.	
Equipment (per hour)	
Zero Turn Mower	20.00
Small Dump Truck	40.00
Large Dump Truck	65.00
Skid Steer	45.00
Backhoe	60.00
Utility Truck	30.00
Chipper	30.00
All Small Equipment	10.00
Contracted Services – All contracted services will be billed at actual costs plus 10% overhead.	

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Zoning Issues	
Zoning Hearing	Application Fee (Non-Refundable)
Single Family, Residential (detached, attached, semi-detached, duplex)	1,000.00
Multi-Family, Residential	2,500.00
Non-Residential (mixed use with residential and home occupation)	2,500.00
Continue Hearing	400.00
Conditional Use Hearing	Application Fee (Non-Refundable)
Single Family, Residential (detached, attached, semi-detached, duplex)	1,000.00
Other Conditional Use Hearings	2,500.00
Continue Hearing	400.00

Land Development	
Land Development (without new construction)	2,000.00
(additional \$20.00 per 1,000 sq. ft. being developed)	
All Other Land Developments	3,000.00
Sketch Plan Review	
Review Fee	2,000.00
Subdivision	
One to five lots	2,000.00
Six to fourteen lots	3,000.00
Fifteen or more lots	3,500.00

UPPER PERK POLICE FEES	
Security alarm permit (per year)	50.00
Accident report	15.00
Finger printing (per card)	20.00
Multimedia	
Digital photographs on flash drive (less than 20 images)	25.00
Digital photographs on flash drive (more than 20 images)	50.00
Video recording (per video)	150.00
Electronic storage device	At Cost
Review and redaction (per hour)	100.00
Crime Victims Records Act	
Initial processing fee	250.00
Electronic storage device	At Cost
Retrieval (per 15 minutes)	6.25
Redactions (per 15 minutes)	6.25
Photocopy, black and white (per page)	0.25
Photocopy, color (per page)	0.50
Legal work (per 15 minutes)	17.50
Postage	At Cost
Special Event Request	
Off duty officer with vehicle (per hour, per officer)	125.00
Solicitation Permits	
1 Day - \$10.00 per person / \$25.00 group of 3 / \$5.00 each additional person	
1 Month - \$25.00 per person / \$50.00 group of 3 / \$5.00 each additional person	
6 Month - \$50.00 per person / \$100.00 group of 3 / \$5.00 each additional person	
1 Year - \$100.00 per person / \$200.00 group of 3 / \$5.00 each additional person	

***FEE SCHEDULE IS SUBJECT TO CHANGE AT ANY TIME
PER THE PENNSBURG BOROUGH COUNCIL**