



RESOLUTION NO. _____

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF COLLINGDALE, DELAWARE COUNTY, PENNSYLVANIA, ESTABLISHING THE 2025 FEE SCHEDULE PURSUANT TO CHAPTER 220 OF THE BOROUGH OF COLLINGDALE CODE

WHEREAS, the Borough of Collingdale, pursuant to Chapter 220 of the Borough of Collingdale Code, is authorized to adopt a fee schedule by resolution to ensure that the costs associated with permits, services, and other fees charged by the Borough are equitably allocated; and

WHEREAS, the Borough Council has reviewed and determined the need to revise and establish the fees for the year 2025 to ensure alignment with the Borough's operational and financial needs;

WHEREAS, the Borough Council recognizes the need to regulate and license commercial/business dwellings within the Borough to support operational oversight and revenue generation, and seeks to clarify the licensing requirements under Chapter 220 of the Borough Code;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Collingdale, Delaware County, Pennsylvania, as follows:

Section 1. Adoption of the 2025 Fee Schedule

The Borough Council hereby adopts the 2025 Fee Schedule, attached hereto as Exhibit A, to govern all fees for permits, licenses, applications, services, and other charges as specified in Chapter 220 of the Borough of Collingdale Code.

Section 2. Commercial/Business Dwelling Licenses

1. Effective March 3, 2025, all commercial and business dwellings operating within the Borough of Collingdale shall be required to obtain an annual Business Dwelling License. The fee for such licenses shall be included in the 2025 Fee Schedule under Exhibit A.

2. Businesses operating without a valid license after the effective date shall be subject to penalties as specified in Chapter 220 of the Borough Code.
3. The Borough Manager shall oversee the implementation and enforcement of Business Dwelling License requirements, including coordinating inspections and renewals.

Section 3. Implementation

The 2025 Fee Schedule and Business Dwelling License requirements shall take effect on January 1, 2025, and shall remain in effect until amended or replaced by subsequent resolution of the Borough Council.

Section 4. Legal Compliance

The Borough of Collingdale affirms that the establishment of Business Dwelling Licenses and associated fees complies with all applicable state and federal laws. If necessary, the Borough shall amend Chapter 220 of the Borough Code to ensure full alignment with licensing requirements.

Section 5. Repealer

All resolutions or parts of resolutions that are inconsistent with this resolution are hereby repealed to the extent of such inconsistency.

Section 6. Severability

If any section, subsection, sentence, clause, or phrase of this resolution or the attached Fee Schedule is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this resolution or Fee Schedule.

Section 7. Authorization

The Borough Manager and all other appropriate officials of the Borough of Collingdale are hereby authorized and directed to take any and all actions necessary to implement this resolution, the 2025 Fee Schedule, and the Business Dwelling License requirements.

RESOLVED AND ADOPTED by the Borough Council of the Borough of Collingdale this ___ day of _____, 2024.

APPROVED BY:

Ryan Hastings, President of Borough Council Date:

ATTEST:

C. Michael Robinson, Borough Manager

Date:

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Exhibit A: 2025 Fee Schedule

Amusement Devices

Fee Description:	Fee Cost:
Mechanical or Electronic Amusement Device.	\$250.00, per device.
Pool Table	\$150.00, per table.

Building & Construction

Plan Examinations	
New Construction	\$500.00, Minimum Fee
Commercial Property	\$60.00, Minimum Fee
Residential Additions & Alterations	\$160.00, Minimum 2 Hours Fee \$80.00 Per Additional Hour

Building Permits	
\$0-1000.00 of Project Costs	\$75.00, Minimum Fee
Each Additional \$1000 of Project Cost (Up to \$100,000)	\$30.00
Project Costs beyond \$100,000	\$10.00
Required On-Site Inspections	\$80.00, Per Inspection
State Fee on ALL Permits	\$4.50, Per Permit

Sidewalks, Curbs, Patios, Walks, & Driveways	
\$0 – 1000.00 of Project Costs	\$70.00, Minimum Fee
Each Additional \$1000 of Costs (or Portion Thereof)	\$30.00

Highway and Street Opening	
Street Opening Fee	\$150.00, Per Project
Escrow for Road Restoration	\$1,000.00, Per Project
Restoration Fee (If Performed by Borough)	\$600.00, Per Project

Moving or Demolition of a Building	
\$0 – 1000.00 of Project Costs	\$70.00, Minimum Fee
Each Additional \$1000.00 of Costs (or Portion Thereof)	\$30.00

Electrical	
\$0 – 1000.00 of Project Costs	\$70.00, Minimum Fee

Each Additional \$1000.00 of Costs (or Portion Thereof)	\$30.00
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Plumbing	
\$0 – 1000.00 of Project Costs	\$70.00, Minimum Fee
Each Additional \$1000.00 of Costs (or Portion Thereof)	\$30.00

Grading and Excavating	
\$150.00, Per Lot	

Swimming Pools Annual License	
\$30.00, Per Annum*	
<i>*Applies to in-ground and above-ground pools three (3) feet and more in depth.</i>	

Signage Installation & Inspection	
Installation Permit	\$60.00 Fee
Annual Inspection	\$40.00, Per Annum (beginning year two)

Use & Occupancy Permit (U&O)	
Initial Inspection Fee	\$150.00
U&O Re-Inspection Fee	\$65.00, per Re-Inspection

Permit Fee Penalties	
Any and all violations to permitting provisions detailed in the “Building & Construction” section of this exhibit will result in the following fee:	Penalty will be equal to double the cost of the original price of the appropriate permitting fee for the project, at the time of the violation.

Contractor Licensing

Registration Fees	
Plumber Registration	\$150.00 for Five Years on Registry*
Contractor Registration	\$150.00 for Five Years on Registry*
<i>*Borough Administration will maintain a registry of active Plumbers and Contractors for review by the public. The Borough of Collingdale does not endorse or promote individual registrants.</i>	

Rental Dwelling Licensing

Rental Dwelling License	
Rental Dwelling License (Initial)	\$110.00
Rental Dwelling License Renewal	\$65.00, per annum (beginning year two)

Zoning & Planning

Zoning Board Variance Hearing
\$1350.00, Per Application

Commercial Dwelling Annual Operating and License Permits

Business Dwelling License (By Type)	
Laundry / Dry Cleaning	\$300.00, Per Annum
Food Services	\$150.00, Per Annum
Convenience Store	\$150.00, Per Annum
Veterinarian Services	\$100.00, Per Annum
Medical / Dental Services	\$100.00, Per Annum
Beer / Wine Distributor	\$1000.00, Per Annum
Bar/Cabaret	\$1000.00, Per Annum
Clothing / Beauty Service (including retailers)	\$150.00, Per Annum
Automotive Repair Business (including commercial vehicles)	\$1000.00, Per Annum
Retail Appliances	\$300.00, Per Annum
Business Services	\$100.00, Per Annum
Childcare and Educational Services	\$100.00, Per Annum
Human Services Organizations	\$100.00, Per Annum
Gun and Ammunitions Dealers	\$5,000.00, Per Annum
Smoke Shops/ Head Shops	\$5000.00, Per Annum
Fitness Studio	\$100.00, Per Annum
Construction & Landscaping	\$300.00, Per Annum
Chemical & Industrial Processing and Manufacturing	\$5,000.00, Per Annum
Non-Chemical Manufacturing	\$2500.00, Per Annum
Junkyard/Salvage Businesses	\$6,000.00 Per Annum

Street Vending

Transient Merchant Licenses	
One (1) Day	\$100.00, Per Day
One (1) Week	\$250.00, Per Week
One (1) Months	\$500.00, Per Month

Six (6) Months	\$750.00, Per Period
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Push Cart Vendor License	
\$500.00, Per Annum	

Fees for Services (Administration and Police)

Police Reports (Copies)	
\$15.00, Per Report	

Photocopying [Over Twenty (20) Pages]	
\$0.50, Per Page	

Tax & Sewer Certifications	
\$38.00, Per Report	

Certification of Public Record/Notary (Subject to Availability)	
\$10.00, Per Document	

Bulk Trash Pick-Up

Price Table for Bulk Trash Pick-Up	
Microwave	Regular Trash
Dresser/Bureau	\$30.00, Per Item
Bed Frame/ Headboard/ Footboard (or Set)	\$30.00, Per Item
Futon Frame	\$30.00, Per Item
Mattress w/Boxspring (set)	\$30.00, Per Set
Mattress	\$25.00, Per Item
Box Spring	\$25.00, Per Item
Crib/ Changing Table	\$25.00, Per Item
Sofa or Love Seat	\$30.00, Per Item
Sectional	\$40.00, Per Item
Chair	\$25.00, Per Item
Dining Room Table	\$35.00, Per Item
Table Chairs (4)	\$30.00, Per Item
End Table/Coffee Table	\$25.00, Per Item
China Cabinet	\$35.00, Per Item
Buffet Table	\$30.00, Per Item
Rug/Carpeting (Rolled & Tied)	\$30.00, Per Item
Padding (Rolled & Tied)	\$30.00, Per Item

Tire	\$30.00, Per Item
Cast Iron Radiators	\$45.00 Per Item
TV Stand (Small/Large)	\$25.00, Per Item
Bathtubs	Not Eligible for Pick-Up

CERTIFICATION I, Sheena Butler, Borough Assistant Secretary of the Borough of Collingdale, do hereby certify that the foregoing is a true and correct copy of Resolution No. _____ adopted at a regular meeting of the Borough Council held on _____, 2024.

Sheena Butler, Borough Assistant Secretary

Date:

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