



**THE BOROUGH OF BRENTWOOD**  
 MUNICIPAL BUILDING – 3624 BROWNSVILLE ROAD  
 PITTSBURGH, PA 15227-3199  
 Office 412-884-1500 – FAX 412-884-1911  
 www.brentwoodboro.com

**RESOLUTION NO. 2015-55**

**“2016 BOROUGH FEES”**

**A RESOLUTION OF THE BOROUGH OF BRENTWOOD, COUNTY OF ALLEGHENY AND COMMONWEALTH OF PENNSYLVANIA, ESTABLISHING THE SCHEDULE OF FEES ASSOCIATED WITH BOROUGH SERVICES, PERMITS, AND LICENSES.**

**WHEREAS**, the various ordinances, policies, and codes of the Borough of Brentwood require that fees be established from time to time by the Brentwood Borough Council for services, permits and licenses; and

**WHEREAS**, such fees shall be set at a rate at which the administrative costs of providing such services, permits, and licenses are paid through the assessment of such fees;

**NOW, THEREFORE, BE IT RESOLVED AND ADOPTED** by the Council of the Borough of Brentwood, County of Allegheny, and Commonwealth of Pennsylvania, and it is hereby **RESOLVED** and **ADOPTED** by authority of the same, that the following schedule of fees are hereby adopted.

**Chapter A215**

*The following fees shall be deposited with the Borough of Brentwood upon application for permits, zoning changes, site plan approvals, sub-divisions for development applications, or any other applications requiring Planning Commission, Borough Council, or Zoning Hearing Board review; any additional costs incurred must be paid prior to meeting date.*

**A. ANIMAL CONTROL**

- 1. Feline removal ..... \$25.00 per feline
- 2. Dog removal ..... \$45.00 per dog

**B. APARTMENTS (10-12 MARYLEA AVENUE)**

- 1. Apartment No. 1 – First Floor ..... \$850/month
- 2. Apartment No. 2 – Second Floor ..... \$700/month
- 3. Apartment No. 3 – Second Floor ..... \$700/month

**C. BUILDING PERMITS**

- 1. Construction cost < \$1,000 ..... \$ 35.00
- 2. Construction cost ≥ \$1,000 ..... \$10.00 each additional \$1,000 or portion
- 3. Demolition (residential)..... \$50.00 residential
- 4. Demolition (commercial) ..... 1% of demolition contract
- 5. Trailer permits (to coincide with duration of building construction) ..... \$35.00
- 6. In-House Plan Review (residential)..... \$35/hr (1 hr. Min.)
- 7. In-House Plan Review (commercial) ..... \$35/hr (1 hr. Min.)
- 8. Building Inspections (residential)..... \$25.00
- 9. Building Inspections (commercial) ..... \$50.00
- 10. Borough Engineer Plan Review ..... Current Engineering Hourly Rate

- 11. Borough Solicitor Review ..... Current Solicitor Hourly Rate
- 12. Pennsylvania UCC Fee ..... \$4.00 per permit

**D. CERTIFIED MAILING FEE**

- 1. Certified Letters..... at actual cost with \$6.00/letter min.

**E. CURB CUTS**

- 1. Without building permit ..... \$50.00
- 2. With building permit, included in cost

**F. DUMPSTERS**

- 1. Dumpster, if parked on street ..... \$35.00 (10 days max.)
- 2. Moving pod, if parked on street ..... \$35.00 (10 days max.)

**G. FACILITIES RENTALS**

Facility Name	Capacity	Kitchen Type	Kitchen Fee	Alcohol Permit Fee	Food Permitted	Hourly Fee: Borough Resident/ Org.	Hourly Fee: Non-Resident	Borough Nonprofit or Recognized Org. <sup>3</sup>
Borough Building	75	None	n/a	n/a	Yes	\$50	\$75	No Charge
Civic Center	100	Large	\$100	\$100	Yes	\$50	\$75	No Charge
Community Room	100	Small	\$100	n/a	Yes	\$50	\$75	No Charge
Pavilion	15	n/a	n/a	n/a	Yes	\$20 (daily)	\$45 (daily)	No Charge
Ball Fields (unlit) <sup>1</sup>	n/a	n/a	n/a	n/a	Yes	\$10	\$25	No Charge
Ball Fields (lighted) <sup>1</sup>	n/a	n/a	n/a	n/a	Yes	\$20	\$35	No Charge
Stadium (unlit) <sup>1</sup>	n/a	n/a	n/a	n/a	Yes	\$75	\$100	No Charge
Stadium (lighted) <sup>1</sup>	n/a	n/a	n/a	n/a	Yes	\$100	\$125	No Charge
Basketball or Tennis Courts <sup>2</sup>	n/a	n/a	n/a	n/a	Yes	No Charge	No Charge	No Charge
Swimming Pool	n/a	n/a	n/a	n/a	Civic Center Deck only	\$200 (flat rate; 2 hrs. max.)	\$300 (flat rate; 2 hrs. max.)	No Charge
Dek Hockey (unlit) <sup>1</sup>	n/a	n/a	n/a	n/a	Civic Center Deck only	\$75	\$100	No Charge
Dek Hockey (lighted) <sup>1</sup>	n/a	n/a	n/a	n/a	Civic Center Deck only	\$110	\$135	No Charge

<sup>1</sup>Rental of Ball Fields, Stadium, or Dek Hockey Rink subject to Council approval.

<sup>2</sup>Basketball Courts and Tennis Court available on a first-come, first-served basis. Reservations are only accepted as part of organized events and are contingent upon Council approval.

<sup>3</sup>Refer to Borough Code Section 155-2 for definitions.

Stadium Special Events <sup>1</sup>	Capacity	Event Permit Fee	Hourly Rate	Concession Stand Fee	Press box/ Scoreboard hourly fee	Security Deposit	Caveats
Non-Residents/Non-Borough Organizations	4,500	\$1,500	\$235	\$200	\$25	\$500	4 hr. min.
Borough Residents/ Organizations	4,500	n/a	\$235	\$100	\$25	\$500	4 hr. min.
Borough Nonprofit Organizations/Recognized Organizations	4,500	n/a	\$235	n/a	n/a	n/a	n/a

<sup>1</sup>Refer to Borough Code Section 155-11(I) for definition of "special event."

**Rental Fees.** Rentals are granted in 1-hour increments, with a minimum of 2 hours for private functions and 1 hour for organizational meetings, unless otherwise specified. An individual's residency status or organization status at the time of completing a Facility Rental Request Form will determine the rental fee that is assessed. Fees include 30 minutes for setup and 15 minute for teardown. If additional time is required for preparation of the event, the renter will be charged at the applicable hourly rate. Additional fees may be applied based upon the nature of the rental.

**Security Deposit.** A \$150.00 security deposit is will be charged at the time of application for rental of the Civic Center, Community Room, Borough Building, Dek Hockey Rink or Swimming Pool. Money will withheld if damage is noted to the windows, bathroom fixtures, walls, ceiling tiles, appliances, lights, or carpet, or if the facility is not properly cleaned by the renter. Costs for these items are based upon a \$20.00 per hour per person labor cost, plus materials. A security deposit is required from all individuals or groups.

The security deposit will be deposited once the rental has been confirmed. The deposit will be refunded to the renter less any repair or cleaning fees. Deposits will be refunded by mail within 4-6 weeks following the event, in the form of a check.

**H. FIREWORKS SALES PERMITS**

- 1. Daily Sales Fee ..... \$100.00/day

**I. GRADING PERMITS**

- 1. Grading Permit ..... \$100.00.
- 2. Technical Review ..... \$75.00/hour (1 hr. Min.)

**J. MECHANICAL, VIDEO, ELECTORNIC, AND ELECTRO-MECHANICAL GAME DEVICES FOR AMUSEMENT DEVICES**

- 1. Tabletop games, including pool, air hockey, table tennis, and foosball ..... \$200.00
- 2. All others ..... \$600.00

**K. NSF CHECKS**

- 1. Returned Checks..... \$40.00

**L. OCCUPANCY PERMITS**

- 1. Commercial ..... \$100.00 per unit
- 2. Residential ..... \$50.00 per unit
- 3. Municipal Lien Letters ..... \$50.00
- 4. Sewer Lateral Compliance Letters ..... \$50.00
- 5. Dye Test Compliance Letters ..... \$50.00
- 6. All others ..... \$50.00

**M. PARK ADVERTISING (Refer to Community Sponsorship & Advertising Policy)**

1. Baseball/Softball Field No. 1 (4'x10' sign)..... \$300/year or \$150/year renewal
2. Attanucci Field (4'x10' sign) ..... \$300/year or \$150/year renewal
3. Tepsic Field (4'x10' sign) ..... \$300/year or \$150/year renewal
4. Kaiser Field (8'x10' sign) ..... \$400/year or \$200/year renewal
5. Dek Hockey Rink ..... \$200/year or \$100/year renewal
6. Stadium Score Board (Electronic Message)..... TBD
7. Dek Hockey Scoreboard..... \$400/year or \$200/year renewal
8. Lamp Post Banners..... N/A
9. Memorial Bench ..... \$1,500 (lifetime)
10. Memorial Trees ..... \$1,000 (lifetime)

**N. PARKING**

1. Parking meter fees ..... \$1.00 per hour
2. Parking meter violations ..... \$15.00 if paid within 48 hrs.; \$20.00 after 48 hrs.

**O. PAWNBORKERS, DEALERS IN PRECIOUS METALS, SECONDHAND DEALERS, AND ANTIQUE DEALERS LICENSE**

1. License Fee ..... \$100.00
2. Annual Renewal Fee..... \$25.00

**P. PUBLICATIONS**

1. Brentwood Code..... \$200.00
2. Copies..... \$0.25/page

**Q. PUBLIC HEARING FEES (IN ADDITION TO OTHER FEES LISTED)**

1. Rezoning and Ordinance Changes..... \$700.00
2. Conditional Use..... \$500.00
3. All others ..... \$500.00

**R. PLANNING COMMISSION APPLICATIONS**

1. Residential
  - \$175.00 application fee
  - Engineering plan review and/or solicitor legal review assessed at cost.
2. Commercial and Industrial
  - \$300.00 application fee
  - Engineering plan review and/or solicitor legal review assessed at cost.
3. Subdivisions
  - \$100.00 per lot
  - Engineering plan review and/or solicitor legal review assessed at cost.

**S. POLICE**

1. State accident reports..... \$15.00
2. All other reports..... \$15.00
4. Police Officer ..... \$94/hour
5. Police Sergeant ..... \$104/hour
6. Police Chief ..... \$114/hour

**T. PUBLIC WORKS**

1. Laborer ..... \$47/hour
2. Equipment ..... \$52/hour

**U. REAL ESTATE TAX COLLECTOR FEES**

- 1. Tax Certification, one (1) year ..... \$20.00
- 2. Tax Certification, three (3) year ..... \$50.00
- 3. Duplicate Tax Bills, per year..... \$20.00

**V. RECYCLING BINS**

- 1. One per household..... Free for new residents only.
- 2. Additional or replacement bins ..... At Borough Cost

**W. RENTAL PROPERTY PERMITS**

- 1. Annual tenant registration per unit ..... \$10.00
- 2. Rental license per unit, five (5) year term ..... \$70.00

**X. SANITARY SEWER RATES**

- 1. ALCOSAN Sewer Charge..... \$6.23 per thousand gallons
- 2. ALCOSAN Monthly Service Charge ..... \$4.36 per household
- 3. Borough Sewer Charge..... \$7.47 per thousand gallons
- 4. Borough Monthly Sewer Service ..... \$3.83 per household
- 5. Water Shut-Off Fee ..... \$30.00
- 6. Water Turn-On Fee..... \$30.00

**Y. SOLICITATION PERMITS**

- 1. Non-Profit Organization..... No Fee
- 2. Commercial/For-Profit ..... \$35.00/day/person (7 days max. per year.)

**Z. STREET EXCAVATION PERMITS**

- 1. 5 X 5 or smaller ..... \$75.00
- 2. Each additional linear foot..... \$2.00
- 3. Sewer tap-in (post bond 100%) ..... \$2,000.00

**AA. SWIMMING POOL (RESIDENTS ONLY)**

\* Family Pass: Two (2) adults and three (3) children under the age of 17 living in the same household. Each additional child over three (3) will be \$15.00 each. Verification of residency may be required.

Annual Passes

- 1. Pool tag, new or replacement, renewable annually ..... \$5.00
- 2. Infants (0-2 years old) ..... Free
- 3. Children (3-12 years old)..... \$15.00
- 4. Teens (13-17 years old)..... \$15.00
- 5. Adults (18 and over)..... \$35.00
- 6. Seniors (with Medicare Card) ..... \$25.00
- 7. Family Rates<sup>(\*)</sup> ..... \$75.00
- 8. Guest Passes
  - Daily Rate – Adult..... \$3.00/day
  - Children..... \$1.00/day
  
  - Weekly Rate – Adult..... \$15.00/week
  - Children..... \$5.00/week

- Full-Time Borough Employees..... Free
- Members of Brentwood EMS ..... Free
- Member of Brentwood Vol. Fire Company ..... Free

Swimming Lessons

- 1. Individual..... \$35.00/session

**BB. ZONING HEARING BOARD APPLICATIONS**

- 1. Residential ..... \$500.00
- 2. Commercial ..... \$750.00

**SEVERABILITY**

If any sections, sentence or provision of this resolution, or the application thereof to any person or circumstances shall be declared invalid, such invalidity shall not affect any of the other sections, sentences, provisions, or applications of this resolution which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are declared to be severable.

**REPEALER**

All prior resolutions pertaining to Fee Schedules are hereby repealed in whole or in part to the extent inconsistent herewith.

**EFFECTIVE DATE**

The provisions of this Resolution shall take effect on January 1, 2016 and shall remain in effect until rescinded or revised.

**RESOLVED AND ADOPTED** by the Council of the Borough of Brentwood, County of Allegheny and Commonwealth of Pennsylvania, meeting in regular and public session, this **23<sup>rd</sup>** day of **November 2015**.

**ATTEST:**

**BOROUGH OF BRENTWOOD**

  
 \_\_\_\_\_  
 George Zboyovsky, PE  
 Borough Manager

  
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 Martin Vickless  
 President of Council