



# **Borough of Parkesburg**

## **Fee Schedule**

**Effective March 20, 2026**

*All applications for permits, licenses, plan reviews, etc., require payment of \$50.00 for Administration and Record Keeping in addition to the fees listed.*

### **Rental Property License, Inspection, Penalties, and Other Fees**

- 1) Rental Operating License-\$100.00 plus administrative fee:
  - a. Annual License is **due by January 31 of each year**. Please note that property taxes must be paid on all rental properties or will result in loss of rental license.
  - b. Application for a new Rental operating License after July 1.....\$50.00 plus administrative fee.
- 2) Inspection Fees
  - a. Bi-annual rental inspection-.....\$150.00 plus administrative fee.
  - b. Reinspection due to inadequate or failed first inspection..... included.
  - c. Third inspection due to inadequate or failed inspection.....\$50.00/unit.
  - d. Fourth inspection due to inadequate or failed inspection.....\$80.00/unit.
  - e. Inspection due to change of tenant.....\$100.00 plus administrative fee.
- 3) Penalties and other Fees:
  - a. Late charge for failure to renew license by January 31.....\$75.00/unit.
  - b. Penalty for failure to obtain license prior to initial occupancy.....\$150.00/unit.
  - c. Inspection due to enforcement of violations.....\$150.00/unit.
  - d. Fee for certified mail sent.....\$10.00/letter.
  - e. Fee for returned checks.....\$35.00.
  - f. Miscellaneous inspections, investigations, and court time.....\$88.00/hour.

**Plan Reviews, Building and Other Permits**

Plan Review only fee is 20% of the below fee schedule calculations with a minimum plan review fee of:

- Residential.....\$75.00 plus administrative fee.
- Commercial.....\$200.00 plus administrative fee.

**Expedited Plan Review Fees:**

Residential: \$500.00 payable at the time of application acceptance, and in addition to 150% of applicable fees as calculated within this fee schedule, once calculated.

Commercial: \$1,000.00 payable at the time of application acceptance, and in addition to 150% of the applicable fees as calculated within this fee schedule, once calculated.

If any plan review is to be expedited and is deficient, the permit applicant will be required to pay the expedited review fee again, upon resubmission, if the applicant wishes to continue with the expedited review process.

**Inspection Cancellation / Not Ready Fee.....\$100.00 per instance.**

This fee applies to cancellation of any inspection on the day of the scheduled inspection or when the project is substantially not ready for inspection at the time as scheduled or for any project where access is not provided at the time of the scheduled inspection.

**New Construction:**

Residential and Non-residential, including Additions, Garages, and Accessory buildings; all fees contained within this section include Plan Reviews, Inspections, and Certificate of Occupancy.

***\*\*\*PA Act 45 requires that all structures regulated by Act 45 are subject to a charge of four dollars and fifty cents (\$4.50) or such amount as is currently approved by the Commonwealth of Pennsylvania and this amount is added to all relevant fees indicated.***

**Residential Building Permit Fee**

\$282.00 plus \$.24/sq ft. of floor area or each fraction of floor area thereof plus administrative fee.

**New Construction Permit Fee:**

\$.40/sq ft. with a minimum fee of \$400.00 plus administrative fee.

**Additions Permit Fee:**.....\$.20/sq ft. with a minimum fee of \$200.00 plus administrative fee.

**Residential Plumbing Permit Fee**

\$100.00 plus \$.095/sq ft. of floor area or each fraction of floor area thereof plus administrative fee.

**Residential Mechanical Permit Fee**

\$53.00 plus \$.06/sq ft. of floor area or each fraction of floor area thereof plus administrative fee.

**Residential Energy Permit Fee**

\$44.00 plus \$.05/sq ft. of floor area or each fraction of floor area thereof plus administrative fee.

**Residential Electrical Permit Fee**.....\$150.00 plus administrative fee.

**Commercial Building Permit Fee**

\$480.00 plus \$.35/sq ft. of floor area or each fraction of floor area, up to and including 100,000 square feet. Additional square footage over 100,000 square feet shall be \$.085/sq ft. or fraction thereof plus administrative fee.

### **Commercial Plumbing Permit Fee**

\$180.00 plus \$.125/sq ft. of floor area or each fraction of floor area, up to and including 100,000 square feet. Additional square footage over 100,000 square feet shall be \$.06/sq ft. or fraction thereof plus administrative fee.

### **Commercial Mechanical Permit Fee**

\$90.00 plus \$.075/sq ft. of floor area or each fraction of floor area, up to and including 100,000 square feet. Additional square footage over 100,000 square feet shall be \$.04/sq ft. or fraction thereof plus administrative fee.

### **Commercial Energy Permit Fee**

\$78.00 plus \$.06/sq ft. of floor area or each fraction of floor area, up to and including 100,000 square feet. Additional square footage over 100,000 square feet shall be \$.035/sq ft. or fraction thereof plus administrative fee.

### **Commercial Electrical Permit Fee**

1% of estimated construction cost plus administrative fee.

**Note:** Square footage is defined as gross floor area of all floors within the perimeter of the outside walls, including basements, cellars, garages, roofed patios, breezeways, covered walkways, and attics with floor to ceiling height of 6'6" or more.

### **Fees for Partial Projects**

- a) Footing/Foundation: 10% of the above formula plus administrative fee.
- b) Shell only without Footing/Foundation: 50% of the above formula plus administrative fee.
- c) Shell including Footing/Foundation: 60% of the above formula plus administrative fee.
- d) Tenant fit-out or all remaining interior alterations: 40% of the above formula for the affected floor area plus administrative fee.

**Alterations, Renovations or Modifications of existing buildings or structures where floor area does not apply** (i.e., doors, windows, roofs, structural openings, or beams, etc.)

- \$360.00 plus \$34 for each \$1,000.00 of estimated construction value of alterations, renovations, or modification certified by the permit applicant plus administrative fee.

**Accessibility Plan Review and Inspection:**

\$168.00 plus \$.12/sq ft. of floor area or each fraction of affected floor area plus administrative fee.

**Fire Plan Review and Inspection:**

\$168.00 plus \$.135/sq ft. of floor area or each fraction of affected floor area plus administrative fee.

**Certificate of Occupancy for Change of Ownership without change of use:**

\$200.00 plus administrative fee.

**Certificate of Occupancy for Change of Use and/or non-certified occupancy:**

\$200.00 plus 40% of the fees calculated in the corresponding commercial permit fees plus administrative fee.

**Pre-Manufactured Dwelling:**

\$600.00 (Complete excluding basements) plus administrative fee.

Shall bear and approved label identifying compliance with HUD requirements (excludes habitable basements and/or structures not fabricated and constructed by the manufacturer in the factory)

**Modular Dwelling:**

\$920.00 (excluding basements) plus administrative fee.

Shall bear an approved label identifying compliance with UCC requirements (excludes habitable basements and/or structures not fabricated and constructed by the manufacturer in the factory)

**Decks and Porches (not enclosed):**

\$168.00 plus \$.36/sq ft. of area plus administrative fee.

\*\*Note: All proposed Decks must demonstrate, in addition to the requirements of paragraph (i) under zoning permits, a section view that indicates the proposed finished floor of the structure is less than thirty (30) inches from finished grade.

**Demolitions:**

Structures without a foundation: 1% of the estimated cost with a minimum fee of \$175.00 plus administrative fee.

Structures with a foundation: 1% of the estimated cost with a minimum fee of \$240.00 plus administrative fee.

Commercial structures: 1% of the estimated cost with a minimum fee of \$300.00 per 1,000 sq ft of building area plus administrative fee.

**Swimming Pools:**

Above Ground Pools and Hot Tubs: \$175.00 plus administrative fee.

In-Ground Pool: \$300.00 plus administrative fee.

**Detached Garages / Accessory Structures (under 1,000 sq ft):**

\$168.00 plus \$.36/sq ft. of area plus administrative fee.

**Detached Garages / Accessory Structures (over 1,000 sq ft):**

\$.20/sq ft. with a minimum fee of \$200.00 plus administrative fee.

**Re-roofing / Re-siding:**..... \$168.00 plus administrative fee.

**HVAC/Mechanical Permits:**

Any work not exempt under the parameters of PA Act 45, 5403.62

First \$1,000.....\$100.00 plus administrative fee.

Each additional \$1,000.....\$15.00 plus administrative fee.

Replacement of HVAC equipment.....\$168.00/unit plus administrative fee.

**Minor Repairs to Plumbing System:**.....\$168.00 plus administrative fee.

**Plumbing Fees:**

a. Registration.....\$50.00

b. First 5 fixtures.....\$75.00

c. Each additional fixture.....\$10.00

d. Public sewer connection.....\$100.00

e. Public water connection.....\$100.00

f. Alterations to plumbing other than repairs.....\$50.00

g. Minor repairs to plumbing system.....\$168.00

**Plus administrative fee**

**Water Service and/or Sewer Lateral Repair / Replacement:**

\$168.00 plus administrative fee.

**Signs:**

\$5.00/sq ft. of sign area (area to be determined by outside of framework) plus administrative fee.

**Driveway:**.....\$75.00 plus administrative fee.

**Placement of construction trailer:**..... \$250.00 plus administrative fee.

**Moving of Structures:**

- a) 1% of cost with a minimum fee of \$75.00 plus administrative fee.  
The removal of a mobile home requires the submission of proof of payment of all applicable municipal and county fees.

**\*\*Note:**

- i) Where permit fee is based on estimated cost submit copy of the contract or estimate with application.
- ii) Square footage costs are based on outside dimensions including finished basements and attached garages; unfinished attics, basements, and crawl spaces are not included in the calculation.
- iii) All construction must be accompanied by an executed Development agreement.

**Zoning Permits (Act 45 regulated structures):**

\$50.00 plus administrative fee.

**Zoning Permits (unregulated structures per Act 45):**

- a. Agriculture Buildings..... \$100.00 plus administrative fee.
- b. Single Family Dwelling (Detached) Accessory Structure (less than 500 sq ft):  
\$75.00 plus administrative fee.
- c. Fences under six (6) feet in height..... \$75.00 plus administrative fee.

**\*\*Note;**

- i) All Zoning Permits require a plot plan drawn to scale indicating the location of the proposed structure with all setbacks from the property/lot lines.
- ii) Any agricultural building with a living area as defined in PA Act 45 is required to apply for a building permit.

**Request for Exemption from the Parkesburg Stormwater Management Ordinance  
(prior to the issuance of a building permit):**

- a. Primary Structure: Review Stormwater Exemption for new Construction of a Primary Structure..... \$150.00 plus administrative fee.
- b. Secondary Structure: Review Stormwater Exemption for new Construction of Secondary Structures, or other Construction Requiring Review..... \$100.00 plus administrative fee.

**Minimum Zoning Plan Review Fee:**

- a. Residential..... \$50.00 plus administrative fee.
- b. Commercial..... \$150.00 plus administrative fee.

**Electrical Inspection and Plan Review**

- 1. General Inspections
  - a. Rough Inspection
    - i. Base fee..... \$87.00
    - ii. Cost per fixture..... \$1.00
  - b. Final Inspection
    - i. Base fee..... \$87.00
    - ii. Cost per fixture..... \$1.00
  - c. Minor work (less than five (5) fixtures)
    - i. Rough and Final Inspections included..... \$87.00
- 2. Photovoltaic Modules
  - a. First three (3) Solar Modules..... \$30.00 each
  - b. Each additional Module after three (3)..... \$18.00 each
  - c. All associated feeders, service, motors, etc., are calculated in accordance with the appropriate fee schedule section.
- 3. Sump Pumps..... \$87.00 each
- 4. Fire Pump Controller..... \$87.00 each
  - a. All associated feeders, service, motors, etc., are calculated in accordance with the appropriate fee schedule section.

5. Service – Meter Equipment
  - a. 100 amp..... \$126.00
  - b. 200 amp..... \$150.00
  - c. 400 amp..... \$188.00
  - d. 600 amp..... \$252.00
  - e. 800 amp..... \$324.00
  - f. 1000 amp..... \$435.00
  - g. 1200 amp..... \$558.00
  - h. Up to 1600 amp..... \$683.00
  - i. Over 1600 amp..... \$1058.00
  - j. Each Additional Meter..... \$26.00
6. Feeders or Sub Panels
  - a. 100 amp..... \$126.00
  - b. 200amp..... \$150.00
  - c. 400 amp..... \$188.00
  - d. 600 amp..... \$252.00
  - e. 800 amp..... \$324.00
  - f. 1000 amp..... \$435.00
  - g. 1200 amp..... \$558.00
  - h. Up to 1600 amp..... \$683.00
  - i. Over 1600 through 2,000 amps..... \$1058.00
  - j. Each additional 1,000 amps over 2,000 amps..... \$528.00
7. Swimming Pools
  - a. Pool Bonding..... \$126.00
  - b. Wiring of Pump..... \$126.00
  - c. Pennsylvania pool Certification..... \$560.00
8. Temporary Service..... \$126.00
9. Signs with Electric
  - a. First Sign..... \$89.00
  - b. Each additional Sign..... \$21.00
10. Parking Lot Lighting Poles
  - a. First Pole..... \$89.00
  - b. Each additional Pole..... \$21.00
11. Hard wired appliances such as ranges, cook tops, dishwashers, garbage disposals, baseboard heating, heat pumps, water heaters, and air conditioning
  - a. Outlet for single unit 20KW, less than 1hp..... \$75.00
  - b. Each additional unit 20 KW, less than 1hp..... \$17.00

12. Motors

- a. Up to ¼ horsepower..... \$26.00
- b. Over ¼ to 5 horsepower..... \$50.00
- c. Over 5 to 20 horsepower..... \$89.00
- d. Over 20 to 40 horsepower..... \$166.00
- e. Over 40 to 100 horsepower..... \$226.00
- f. Over 100 to 200 horsepower..... \$288.00
- g. Over 200 horsepower..... \$288.00 plus  
\$72.00 for each 50 hp (or portion of) over 200 horsepower

13. Generators, Welders, and Furnaces

- a. Up to 10 KW..... \$50.00
- b. Over 10 KW to 20 KW..... \$89.00
- c. Over 20 KW to 50 KW..... \$166.00
- d. Over 50 KW to 100 KW..... \$226.00
- e. Over 100 KW to 150 KW..... \$311.00
- f. Over 150 Kw to 300 KW..... \$372.00
- g. Over 300 KW to 500 KW..... \$558.00
- h. Over 500 KW to 575 KW..... \$684.00
- i. Over 575 KW to 1000 KW..... \$932.00
- j. Over 1000 KW..... \$932.00 plus  
\$72.00 for each 200 KW (or portion of) over 1000 KW

14. Transformers, vault, enclosures, and substations

- a. Up to 37.5 KVA..... \$50.00
- b. Over 37.5 KVA to 75 KVA..... \$89.00
- c. Over 75 KVA to 175 KVA..... \$166.00
- d. Over 175 KVA to 275 KVA..... \$311.00
- e. Over 275 KVA to 300 KVA..... \$372.00
- f. Over 300 KVA to 350 KVA..... \$558.00
- g. Over 350 KVA to 500 KVA..... \$684.00
- h. Over 500 KVA to 1000 KVA..... \$932.00
- i. Over 1000 KVA to 3000 KVA..... \$1181.00
- j. Over 3000 KVA..... \$1181.00 plus  
\$72.00 for each 200 KVA (or portion of) over 3000 KVA

15. Signaling Systems (burglar alarms, fire alarms, etc.)

- a. First Device.....\$89.00
- b. Every five (5)(or fraction of) thereafter..... \$21.00

16. Reintroduction of Power..... \$190.00

17. Modular and Mobile Homes

- a. Modular Homes-service and outlets..... \$126.00
- b. Mobile Homes-Service including feeder of receptacles..... \$130.00

18. Real Estate Certification

- a. Residential..... \$210.00
- b. Commercial..... \$295.00

- 19. Plan Review – 20% of the above Inspection fees added to the total
  - a. Minimum Residential..... \$75.00
  - b. Minimum Commercial..... \$200.00

**Street Opening Permit**.....\$150.00 plus administrative fee.

**Sidewalk replacement**..... \$150.00 plus administrative fee.

\*\*Note: Must comply with the current SALDO requirements regarding sidewalks and curbing unless property grading or existing dimensions will not allow conformity. In those cases, the sidewalk and curbing shall be built to as close as possible to the current SALDO requirements.

**Annual Permits per Act 45**..... \$250.00 plus administrative fee.

**Operational Permits per the 2009 International Fire Code Section 105.7:**

- 1. Annual Permit..... \$250.00 plus administrative fee.
- 2. Daily Permit..... \$50.00 plus administrative fee.

**Conditional Use Hearing Application Fee**..... \$1,500.00 plus administrative fee.

**Zoning Hearing Board**

- 1. Residential..... \$1,000.00 plus administrative fee.
- 2. Multi-family / Commercial..... \$1,250.00 plus administrative fee.
- 3. Each continuance hearing..... \$625.00 plus administrative fee.

**Codes, Rental, UCC Appeals Board(s) application fee (this cost includes the cost of the stenographer the administration and advertising fee**..... \$800.00

**Dumpster Parking Application:**.....\$35.00 no administration fee.

**Minch Park Pavillion Rental:**

- 1. Resident.....\$25.00 no administration fee.
- 2. Non-resident.....\$50.00 no administration fee.

**Handicap Parking Permit**..... \$125.00 no administration fee.

Annual Renewal.....\$10.00 no administration fee.

**Special Events:**

1. Application Fee..... \$50.00
2. Police..... \$90.00/hr (min 4 hrs)
3. Fire Department (KVFD and Fire Police)..... Donation
4. Public Works..... \$55.00/hr (min 4 hrs)

**Returned Check Fee:**      \$35.00