



SUBMIT ALL APPLICATIONS AND MATERIALS, INCLUDING UCC APPLICATIONS TOGETHER WITH LAND USE APPLICATION

APPLICATION FEE SCHEDULE	<p>LAND USE: \$40</p> <p>UCC (Uniformed Construction Code) BUILDING PERMIT: See PA Municipal Code Alliance Schedule of Fees.</p> <p>NON-UCC BUILDING PERMIT: \$10 PER \$1,000 IN COST UP TO \$10,000 (MAX \$100 PERMIT FEE)</p> <p align="center">*Projects that involve both UCC and non-UCC components are required only to obtain a UCC building permit.</p> <p>SIGNS: \$25 PER SIGN</p> <p>STORMWATER, MINOR (Under 800 SF): \$25</p> <p>STORMWATER, MAJOR (Over 800 SF): \$50</p> <p>FENCE: \$10 PER \$1,000 IN COST UP TO \$10,000 (MAX \$100 PERMIT FEE)</p> <p>CERTIFICATE OF APPROPRIATENESS: No fee</p>		
ADDITIONAL APPLICATIONS FOR CERTAIN PROJECTS	<ul style="list-style-type: none"> • UCC BUILDING PERMIT: Visit our building code contractor pacodealliance.com for information on UCC building permit requirements. • STORMWATER: Any exterior structure or improvement that changes the footprint of a building, driveway, walkway, gravel pad, etc. including pools, sheds, and parking areas requires a stormwater permit. Applications can be found on the Borough website under 'Permits & Licenses.' • HIGHWAY OCCUPANCY PERMIT (HOP): Any improvement or repair that involves work in the Borough Right-of-Way, including sidewalk, curb cuts or work in the area of an existing curb cut, utility replacement/repair at the street, other utility and street work. • CHANGE OF USE AND OCCUPANCY: Any change from one use to another, such as professional office to retail, residential to lodging, etc. • SIGNS: All signs, including portable a-frame signs require permits. Sign requirements can be found in the Borough's Code of Ordinances at https://ecode360.com/27355877. • SHORT-TERM LODGING: Additional application form required for lodging uses. • FLOODPLAIN: Additional documentation may be required for projects located in the Floodplain or Floodway. <p align="center"><u>ALL APPLICATIONS CAN BE FOUND ON THE BOROUGH WEBSITE UNDER 'PERMITS & LICENSES'.</u></p>		
REQUIRED APPLICATION MATERIALS	<table border="0"> <tr> <td data-bbox="131 1014 784 1440"> <ul style="list-style-type: none"> • CLEAR SCOPE OF WORK ON LAND USE APP • COA CHECKLIST • DETAILED DESCRIPTION OF PROJECT OR CHANGE INCLUDING EXISTING USE AND PROPOSED USE(S) EXISTING AND PROPOSED MATERIALS. <p>EXAMPLES:</p> <ul style="list-style-type: none"> * "Conversion of former residential unit to commercial lodging/ Airbnb unit" * "Replace existing asphalt shingle roof with standing seam metal in red" * Installation of 4'x2' wooden hanging sign from existing brackets with lettering "MY BUSINESS" </td><td data-bbox="784 1014 1578 1440"> <p align="center"><u>CHANGE OF USE AND/OR OCCUPANCY</u></p> <ul style="list-style-type: none"> • PROVIDE A CLEAR SCOPE OF WORK ON THE LAND USE APP. EX-AMPLES: <i>Proposed conversion of former retail space into professional offices.</i> <i>Proposed conversion of one side of residential duplex into vacation rental (one unit only).</i> • REQUIRES CERTIFICATE OF USE & OCCUPANCY APPLICATION AND ALL REQUIRED SUPPLEMENTARY MATERIALS, INCLUDING FLOOR PLAN/SKETCH. </td></tr> </table>	<ul style="list-style-type: none"> • CLEAR SCOPE OF WORK ON LAND USE APP • COA CHECKLIST • DETAILED DESCRIPTION OF PROJECT OR CHANGE INCLUDING EXISTING USE AND PROPOSED USE(S) EXISTING AND PROPOSED MATERIALS. <p>EXAMPLES:</p> <ul style="list-style-type: none"> * "Conversion of former residential unit to commercial lodging/ Airbnb unit" * "Replace existing asphalt shingle roof with standing seam metal in red" * Installation of 4'x2' wooden hanging sign from existing brackets with lettering "MY BUSINESS" 	<p align="center"><u>CHANGE OF USE AND/OR OCCUPANCY</u></p> <ul style="list-style-type: none"> • PROVIDE A CLEAR SCOPE OF WORK ON THE LAND USE APP. EX-AMPLES: <i>Proposed conversion of former retail space into professional offices.</i> <i>Proposed conversion of one side of residential duplex into vacation rental (one unit only).</i> • REQUIRES CERTIFICATE OF USE & OCCUPANCY APPLICATION AND ALL REQUIRED SUPPLEMENTARY MATERIALS, INCLUDING FLOOR PLAN/SKETCH.
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