

**BOROUGH OF CASTLE SHANNON  
ALLEGHENY COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 741**

**A RESOLUTION OF THE BOROUGH OF CASTLE SHANNON, ALLEGHENY COUNTY,  
PENNSYLVANIA ESTABLISHING A FEE SCHEDULE FOR THE YEAR 2024.**

WHEREAS, Castle Shannon Borough Council has established certain fees to cover the cost of the administration of the Borough Ordinances to be increased from time-to-time to stay current with costs; and,

WHEREAS, Castle Shannon Borough Council shall set these fees by Resolution at its annual re-organization meeting or at such time as determined necessary by the Borough Council.

NOW, THEREFORE, be it resolved and enacted by the Council for the Borough of Castle Shannon, in meeting assembled, and it is hereby resolved and enacted by the authority of the same as follows:

The following fees and costs shall be in effect on and after January 22, 2024 and shall remain in effect from year to year until amended by further Resolution of Borough Council.

**ADMINISTRATION**

Park Rental Fees

- o Residents \$150.00
- o Non-Residents \$250.00

Photocopies (per page)

\$0.25 one side letter page  
\$0.35 both sides of letter page  
\$0.35 one side of legal page  
\$0.40 both sides of legal page

Return check Charge

\$25.00

Municipal No-Lien letter

\$25.00

Tax Certification

\$30.00

Fax

\$1.00 per page

Personnel Rates

Gross hourly rate, including benefits  
(Hourly or overtime)

**BUILDING/PLANNING/CODE ENFORCEMENT FEE STRUCTURE**

Amusement Device License Fee

Music \$125.00

Gaming (pinball, video, bowling, etc.) \$500.00

Property Registration Fees:

- Abandoned, Vacant, or Foreclosed \$250.00 (per property per annum)
- Occupancy
  - Residential \$50.00 (per unit)
  - Commercial \$100.00 (per unit)
  - Rental Unit \$5.00 per unit (residential & commercial)

Permit and Inspection Fees:

- Accessory Use Building \$50.00
- Air Conditioner \$50.00
- Demolition
  - Up to 1,000 sq. ft. in area \$70.00
  - Over 1,000 sq. ft. in area \$100.00 + engineering fees
- Fence \$50.00
- Floodplain \$250.00 + engineering fees
- Grading
  - 0-50 cubic yards \$30.00
  - 51-250 cubic yards \$60.00
  - 251-500 cubic yards \$120.00
  - 501-1000 cubic yards \$240.00
  - +1,000 cubic yards \$240.00 + engineering fees
  
- Porch/Deck
  - 30 inches \$50.00 + \$0.25 per sq. ft.
  - Over 30 inches Per BIU fee schedule
- Re-inspection following notice of Violation
  - First No charge
  - Second \$30.00
  - Third \$50.00
- Storm Water Permit \$80.00 + engineering fees
- Storm Water Inspection Fee
  - First 2 Inspections \$100.00 + engineering fee
  - Per additional inspection \$25.00
- Sidewalk \$50.00

- Swimming Pool
  - Above Ground \$50.00
  - Inground \$100.00
- Transient Vendor License
  - Per day \$20.00
  - Per Month \$300.00
- Urban Agriculture (chickens & bees)
  - Permit \$50.00
  - Zoning Permit \$50.00
  - Annual renewal \$25.00
- Walls
  - 4ft or less (height) \$50.00
  - Over 4 ft (height) per BIU fee schedule
- Zoning Permit \$50.00
- Late Fees (all Permits and Licenses) \$15.00

Code Violation Fees

- Animal (Rabies vaccine) \$5.00
- Quality of Life \$25.00 (per violation)

Signage Permit Fees:

- Portable Sign
  - First sign \$50.00
  - 2nd thru 4<sup>th</sup> sign \$25.00 (each)
  - Renewal
    - First sign \$50.00
    - 2<sup>nd</sup> thru 4<sup>th</sup> sign \$25.00 (each)

Building Inspection Fees:

- Fee Per BIU Fee Schedule (attached)

Hearing Fees:

Building Code Appeal

- Non-Refundable fee \$300.00
- Deposit \$750.00

Conditional Use

- Non-Refundable fee \$300.00
- Deposit \$750.00

Code Enforcement Board of Appeals \$150.00

Subdivision

- Deposit \$750.00
- Engineering Fees Per fee schedule

Zoning Hearing Board

- Application Fee (non-refundable) \$300.00
- Deposit \$750.00

Engineering Fees:

- Review of plans by Borough Engineer (per hour) Per fee schedule
- Inspection of Subdivisions by Borough Engineer (per hour) Per fee schedule
- Stormwater Management Plan Review (per hour) Per fee schedule
- Floodplain Permit Review Per fee schedule

Plan Review Fees:

- Plans-Preliminary: Minor (Land Development) \$50.00
- Plans- Preliminary: Major (Land Development) \$150.00
- Plans- Final: Minor (Land Development) \$75.00
- Plans- Final: Major (Land Development) \$100.00
- Plans- Lot Consolidation (Subdivision, Re-Division) \$75.00
- All Resubmission Plans (Within a Three Year Period)
- *No Changes* \$75.00
- Floodplain Review Fee \$100.00 (Non-refundable)
- Recording Fees Subject to County Fees

**PARKING**

Two (2) hour Parking (downtown): \$35.00

Parking \$10.00

*Note: All unpaid fines past two (2) weeks are forwarded to Magistrate as State Citations.*

**POLICE**

Copy of Accident Report	\$15.00 each
Incident Report Summary	\$15.00
Video	\$200.00 + costs
Civil appearances or contracted services	Per current CBA

**POLICE DEPARTMENT FINES**

Vehicle Towing and Storage Charges:

• Maximum charge for conventional tow	Per fee schedule- Steel City Collision
• Maximum additional charge for unconventional tow	Per fee schedule- Steel City Collision
Additional charge for roll-over/manipulation	Per fee schedule- Steel City Collision
Storage charge for first 24 hours	Per fee schedule- Steel City Collision
Maximum charge for storage after initial 24 hours	Per fee schedule- Steel City Collision
• Suspension reinstatement fee	Per State of PA fee schedule

Soliciting Permit/Transient Merchant License Fees:

• 6-month Permit	\$150.00
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False Alarm

First or second nuisance alarm	No Charge
Third nuisance alarm	\$ 50.00
Each subsequent Nuisance Alarm	\$100.00

Inspections:

Pawnbroker	
License	\$50.00
Renewal	\$25.00
Dumpster	\$50.00

**PUBLIC WORKS- STREETS DIVISION**

Operator	Actual cost, including benefits.
Equipment (backhoes, snowplow, trucks, etc.)	\$70.00 per hour + materials & personnel rate
Cleanup	\$30.00 per hour + personnel rate plus disposal costs

Materials and repairs	Actual Cost
Street Excavation/Opening Permit	\$60.00 +\$0.50 per ft. over 50 feet
Sign Rental (except special events)	Sawhorses - \$25.00, Type III-\$75.00
Right of Way Construction Easement (Non-PUC Regulated)	\$1.00 per linear foot

**RIGHT TO KNOW REQUESTS**

Black & White Copies (first 1,000)	Up to \$0.25 per copy
Black & White Copies (beyond 1,000)	Up to \$0.20 per copy
Color Copies	Up to \$0.50 per copy
Specialized Documents	Up to actual cost
Records Delivered via Email or Other Electronic Method	No additional fee may be imposed
CD / DVD	Actual cost, not to exceed \$1.00 per disc
Flash Drive	Actual cost
Facsimile	Up to actual cost
Other Media	Up to actual cost
Redaction	No additional fee may be imposed
Conversion to Paper	Up to \$0.25 per page.
Photographing a Record	No additional fee may be imposed
Postage	Actual cost of USPS first-class postage
Certification	Up to \$5.00 per record

**SEWAGE SERVICE**

Sewage Treatment Fees- ALCOSAN	\$11.14 per 1,000 gal.
Sewage Treatment Fee- Borough	\$8.08 per 1,000 gal. per unit
Customer Service Charge- ALCOSAN	\$7.80 per month
Sewer Tap Fee (per tap)	
• Residential	\$2,000.00
• Commercial	\$2500.00
Sewer Dye Test Fee	
• Residential	\$100.00
• Commercial	\$200.00

RESOLVED this 12<sup>th</sup> day of February 2024 by the Borough Council of the Borough of Castle Shannon in lawful session duly assembled.

ATTEST

BOROUGH OF CASTLE SHANNON



C. Michael Foote  
Borough Manager/Secretary



Nancy Kovach  
President of Council



**LSSE:** (412) 264-4400  
**Rabell:** (814) 756-4384  
**Senate:** (412) 826-5454  
[www.lsse.com](http://www.lsse.com)

**LSSE**

**Rabell**

**Senate**

**MUNICIPAL**  
**CONSULTING ENGINEERING SERVICES**  
**FEE GUIDE FOR 2024**  
**RATES EFFECTIVE TO DECEMBER 31, 2024**

**TERMS AND CONDITIONS**

All work will be performed in accordance with and subject to LSSE's Standard General Terms and Conditions or as mutually agreed upon.

**BASIS OF COMPENSATION**

**LUMP SUM** – When scope of work can be adequately defined.

**PER DIEM** – Work billed on hourly basis when scope of work cannot be adequately defined.

<u>Classification</u>	<u>Hourly Rates*</u>
Managing Principal	\$135.00
Engineering Manager / Senior Project Manager	\$120.00 - \$125.00
Project Manager 5 / Senior Engineer 5	\$118.00
Project Manager 4 / Senior Engineer 4	\$115.00
Project Manager 3 / Senior Engineer 3 / GIS Technical Manager / Senior Designer 8 / Assistant Engineer 12	\$111.00
Project Manager 2 / Senior Engineer 2 / Senior Designer 7 / Assistant Engineer 11	\$108.00
Project Manager 1 / Senior Engineer 1 / Senior Designer 6 / Chief of Surveys / Permit Specialist	\$105.00
Engineer 6 / Landscape Architect 6 / Assistant Engineer 10 / GIS Analyst 7	\$103.00
Engineer 5 / Landscape Architect 5 / Senior Designer 5	\$100.00
Engineer 4 / Landscape Architect 4 / Assistant Engineer 9 / Senior Designer 4 / Senior Environmental Technician 3 / GIS Analyst 6	\$97.00
Assistant Chief of Surveys / Survey Manager / RPR 8	\$95.00
Engineer 3 / Landscape Architect 3 / Senior Designer 3 / GIS Analyst 5 / Assistant Surveyor 5 / Assistant Engineer 8	\$94.00
Engineer 2 / Landscape Architect 2 / RPR 7	\$91.00
Engineer 1 / Landscape Architect 1 / Assistant Engineer 7 / RPR 6	\$88.00
Assistant Surveyor 4 / Senior Designer 2 / Senior Environmental Technician 2	\$86.00
Assistant Engineer 6 / Senior Environmental Technician 1 / RPR 5	\$83.00
Assistant Engineer 5 / Senior Designer 1 / RPR 4	\$79.00
Senior Data/Contract Technician 2 / GIS Analyst 4 / Assistant Surveyor 3 / Assistant Engineer 4	\$74.00 - \$77.00
GIS Analyst 3 / Assistant Surveyor 2 / RPR 3 / Assistant Engineer 3	\$71.00 - \$73.00
Environmental Technician 4 / Senior Data/Contract Technician / GIS Analyst 2 / Assistant Surveyor 1	\$70.00
Assistant Engineer 2 / Designer 4 / RPR 2	\$68.00
Designer 3 / RPR 1 / Survey Technician 3 / Environmental Technician 3 / Assistant Engineer 1 / GIS Analyst 1	\$63.00 - \$65.00
Engineering Technician 3 / Environmental Technician 2 / CADD Technician / Survey Technician w/handheld GPS	\$60.00
Designer 2	\$58.00
Engineering Technician 2 / Survey Technician 2 / Designer 1	\$55.00
Survey Technician 1 / Environmental Technician 1 / Engineering Technician 1 / Data Technician / Technician	\$50.00
Secretary	\$40.00
1 Person GPS/VRS Survey Crew	\$95.00
2 Person GPS/VRS Survey Crew / Drone without Lidar	\$135.00
3 Person GPS/VRS Survey Crew / Drone with Lidar	\$165.00
Managing Principal - Emergency Call Out	\$200.00
Principal Consultant	\$130.00
Expert Witness	\$180.00
Expert Witness Court Appearance	\$275.00
Environmental Scientist	\$150.00

Mileage: In accordance with prevailing IRS standard mileage rate

Out-of-Pocket Expenses at Cost times 1.10

\*Overtime charged at 1.35 times regular hourly rate

Additional classifications and rates, as applicable, shall be furnished for projects of a special nature.

Engineer's rate schedule does not include any charges for state, county or local gross receipts or professional services sales taxes. Should such taxes be imposed, Engineer reserves right to charge Client for such taxes.

- Coraopolis, PA (Headquarters)
- Aliquippa, Beaver County, PA
- Greensburg, Westmoreland County, PA
- Dublin, Franklin County, OH
- Albion, Erie County, PA
- Pittsburgh, Allegheny County, PA
- White Oak, Allegheny County, PA
- Kittanning, Armstrong County, PA
- Washington, Washington County, PA