

# Mansfield Borough Permit Fee Schedule

*\*All fees are doubled if construction commences without payment of the applicable fee\**

*\*All permits/approvals will be revoked if a check is returned for insufficient funds\**

## Zoning Permit Fees

### *Primary Structures*

***New Construction – Residential & Public*** \$25 + \$2/\$1000 VC **\$125 max**

Zones: R-1, R-2, R-3, P-1, C-1

Includes new construction, additions and porches/decks/patios on residential structures that would be classified as primarily residential (including home-based businesses) and for any construction in a P-1 or C-1 district. Fee is based upon estimated Value of Construction (VC). Fee includes any accessory structures. *Residential rates apply for residential properties in other zoning districts.*

***New Construction – Business & Office*** \$50 + \$2/\$1000 VC **\$250 max**

B-1, B-2, B-3, O-1

Includes new construction, additions and porches/decks/patios on business/office structures. This includes any structure with business/office use that includes residential living space, such as apartments upstairs from a business. Fee is based upon estimated Value of Construction (VC), including parking lots.

***New Construction – Manufacturing*** \$100 + \$2/\$1000 VC **\$500 max**

M-1

Includes new construction, additions and porches/decks/patios on manufacturing structures. Fee is based upon estimated Value of Construction (VC) including any parking lot structures.

**Planning Commission/Zoning Hearing Board/Council** No charge

The above fees notwithstanding, all zoning permit applications that are otherwise subject to reviews by the Planning Commission, Zoning Hearing Board, and/or Borough Council are presumed to be in compliance with the Zoning Ordinance upon final approval and therefore are not subject to the above fees. This provision includes any accessory structures, signs, swimming pools or demolition.

### *Accessory Structure*

***Residential & Public*** R-1, R-2, R-3, P-1, C-1

Under 100 square feet (excepting animal enclosures) No permit required

100 to 999 square feet \$25

More than 1,000 square feet \$50

Animal enclosures (except fence structures) \$10

***Business, Office & Manufacturing*** B-1, B-2, B-3, O-1, M-1

Up to 999 square feet \$50

More than 1,000 square feet \$75

Animal enclosures (except fence structures) \$25

*Approved by Mansfield Borough Council Dec. 15, 2022*

*Per the Zoning Ordinance, attached sheds and garages are “accessory structures.” Residential rates apply for residential properties in other zoning districts.*

**Signs**

**New Signs**

Wall Mount	\$25
Projecting	\$25
Free standing	\$30
Replacement of existing signage (i.e. rebranding)	\$10
Parking, wayfinding, address placards, “required” signage	No permit required

*Fee includes all new signs except “replacement of existing signage.” If multiple signs are replaced on a property for re-branding purposes and there is no change to the dimension, the “replacement of existing signage” fee applies to all signs to be replaced.*

**Swimming Pools (in-ground only)**

Residential	\$75
Non-residential	\$250

*Residential rates apply for residential properties in other zoning districts.*

**Demolition**

**Residential & Public R-1, R-2, R-3, P-1, C-1**

Residential/Public structure (more than 50 percent of structure)	\$250
Residential/Public structure (50 percent or less of structure)	\$150
Residential/Public accessory structure + swimming pools	\$50

**Business, Office & Manufacturing B-1, B-2, B-3, O-1, M-1**

Business/Manufacturing/Office (more than 50 percent of structure)	\$500
Business/Manufacturing/Office (50 percent or less of structure)	\$250
Business/Manufacturing/Office accessory structure + swimming pools	\$75

*Demolition fee is waived if the structure or portion of the structure is replaced or if demolition is ordered by the Borough due to a hazardous condition, including fire damage. Residential rates apply for residential properties in other zoning districts.*

**Other Zoning Fees**

Temporary structures and signage if required by ordinance	\$50
Change of use/home-based business approval	No charge
Fences, including animal enclosures	\$25
Curative or rezoning amendment initiated by citizen	\$500
Permit for any work not requiring a zoning review*	No charge

*\*Includes any work for which a UCC permit is required, but Zoning does not apply. This specifically includes interior-only renovations and roof repair/replacement which does not trigger a Zoning Review.*

## SALDO Reviews

Any subdivision or land development review	Engineer's cost + 10%
Revision of previously reviewed subdivision or land development plan*	Engineer's cost + 25%

*\*This fee applies to any subdivision or land development plan which has already been reviewed and approved by the Planning Commission and/or Borough Council AND the developer elects to revise the scope of work to the extent that further approvals are required.*

*Final municipal approval for subdivision and land development requests are contingent upon receipt of all fees. The Borough Manager and Borough Engineer shall make every effort to promptly invoice the applicant to avoid unnecessary delays in construction or sale of land.*

## Zoning Hearing Board Fees

Variance/Special Exception/Conditional Use	Actual cost* + \$150
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*\*Actual costs include those allowed by state law, including advertising fees and one-half the cost of the stenographer. The additional \$150 is intended to cover administrative time and overhead. **Per the PA Municipalities Planning Code, actual costs do NOT include engineering or legal fees.** In the event that state law changes regarding this matter, this fee schedule will automatically change to encompass all allowable costs. The Borough Manager shall make every effort to promptly invoice the applicant to avoid unnecessary delays in construction. Payment of the \$150 fee is required prior to scheduling any hearing.*

Appeal of Zoning Determination	\$250*
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*\*The Borough shall hold funds in escrow and return the funds to applicant in the event of a successful appeal. If an appeal is partially successful, as determined by the Zoning Hearing Board, one-half of the fee shall be returned to the applicant. If the appeal is unsuccessful, the fee shall be transferred to the Borough's general fund. Any returned fees shall be returned in person or via US Mail within 10 days of the final hearing. Payment of the fee is required prior to scheduling any hearing.*

## Miscellaneous Permit Fees

Storm water Management permit	Engineer's cost + 10%
Sewer tap-in fee	\$1,000 per EDU
Water tap-in fee	\$1,000 + equipment cost
Extension of water or sewer mains	Cost paid by applicant
Street excavation*	\$50
Peddling	\$25/ 30 days or \$125/365 days
Shade tree (planting or removal), <i>approval required</i>	No charge
Parade/Banner, <i>approval required</i>	No charge
New residential driveway installation or expansion of existing driveway	\$25

*\*Public utilities and Borough contractors are not required to obtain a street excavation permit, but streets shall be properly restored.*

Approved by Mansfield Borough Council Dec. 15, 2022