




## UCC Construction Permit Application – Detailed Quick Guide

### Submit Applications and Fees To:

ARRO Consulting, Inc.  
1239 Centre Turnpike  
Orwigsburg, PA 17961

 **Phone:** (570) 366-9534

 **Email:** [permitting@arroconsulting.com](mailto:permitting@arroconsulting.com)

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### Step 1 – Complete the Application

#### 1. General Information:

- Complete the general information section at the top of the applicable permit application forms.
- Include property owner name, property address, mailing address (if different), and contact information.
- Provide contractor information, including business name, address, contact number, and license or registration information if applicable.
- All information may be submitted **electronically**, and **paper copies** may be requested as needed.

#### 2. Technical Sections:

- Fill out all relevant technical sections based on the work you are performing.
- These may include **Building, Fire Protection, Mechanical / Plumbing, or Electrical** sections.
- **Electrical inspections**, fill in general information, sign and date, and provide the **PPL work order number**.
- Ensure all fields are completed accurately for each type of work being proposed.

#### 3. Owner-Contractor Relationship:

- If the property owner is doing the work themselves, write **“Self”** in the contractor section.
- If a contractor has not been chosen yet, write **“TBD”** (to be determined).
- This indicates that the property owner is responsible for the work instead of a hired contractor.

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### Step 2 – Prepare Scope of Work & Submit Plans

All permit applications must include a clear and complete **Scope of Work** and relevant **construction plans**.

#### Items Required to be Included:

##### 1. Site Plan (if applicable):

The site plan should show the location and layout of the proposed construction. Include:

- Building and/or structures footprint and overall dimensions.
- Distances (setbacks) to property lines, streets, and all other existing buildings or structures.
- Existing and proposed finished grade elevations.

##### 2. Scope of Work Description:

Provide a detailed written description of all proposed work. This should include:

- A list of materials to be used.

- Any modifications to existing buildings/structures.
  - Any mechanical, plumbing, or electrical systems involved.
  - Details regarding any demolition, additions, or accessory structures.
3. **Manufacturer Specifications:**
- Include the manufacturer's specification sheets for all proposed equipment, appliances, and fixtures (e.g., HVAC units, boilers, generators, water heaters, pool equipment).
  - This helps verify code compliance and safety requirements.
4. **Plan Requirements:**
- Submit **two (2) complete sets** of plans along with your application:
- **Residential Projects:**
    - Plans may be submitted **electronically or as hard copies**.
    - Homeowners may submit hand-drawn plans if they are neat, legible, and drawn to scale.
  - **Non-Residential Projects:**
    - **Two (2) copies of plans are required. Smaller projects** may be submitted **electronically**, while **larger plans** must be submitted as **hard copies**.
    - Plans must be **sealed and signed** by a licensed design professional (architect or engineer).
  - Depending on the project scope, **additional plans or documents** may be requested during review.
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### Step 3 – Fee Information

1. The attached **Fee Schedule** is provided for your reference.
  2. After your application and plans are reviewed, **ARRO Consulting** will notify you of the **total fee amount** due.
  3. **Payment Requirements:**
    - All permit fees must be **paid in full** before any permits are approved and issued.
    - All Payments are **non-refundable and must be paid by check or money order**.
  4. **Important:**
    - **Do not begin any work** until all permits (UCC as well as other permits) have been issued.
    - Any work started without a valid permit will incur **the penalty in accordance with the fee schedule** and may trigger **stop-works orders** and further **enforcement actions**.
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### Step 4 – Obtain Other Required Permits (If Applicable)

You must verify and obtain any additional required permits or approvals. These may include:

1. **Land Development Plan:**
  - Required for **non-residential projects** or projects that alter existing site development.
2. **Erosion & Sediment (E&S) Control Approval:**
  - Contact the **Schuylkill Conservation District** at (570) 622-3742 for verification of the below general requirements.
    - Projects that have less than 5,000 square feet of earth disturbance are required to develop, implement, and maintain erosion and sediment control best management practices (BMPs).
    - Projects that disturb 1 acre or more require a National Pollutant Discharge Elimination System (NPDES) permit for Stormwater Discharges Associated with Construction.
3. **Sewage Permits:**
  - Either a **public sewage connection permit** or an **on-lot sewage (septic) permit** must be obtained and approved prior to building permit issuance.

4. **Water Permits:**
  - Either a **public water connection permit** or a **well permit** must be obtained and approved prior to building permit issuance.
5. **Driveway Permit:**
  - Obtain from the relevant authority:
    - Township or Borough (for local roads), or
    - **PennDOT** (for state roads or highways).
6. **Zoning Permit:**
  - Obtain from the **Township, Borough, or County** where the property is located.
  - Proof of zoning approval or permit must be submitted with your construction permit application.

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## Step 5 – Permit Review & Timeframes

Once all required documentation and plans have been received, your application will be reviewed for compliance with the **Uniform Construction Code (UCC)** and local ordinances.

- **Residential Applications:**  
Reviewed within **15 business days** of receiving a complete submission.
- **Commercial Applications:**  
Reviewed within **30 business days** of receiving a complete submission.

### Important Notes:

- Missing information or incomplete plan submittals will delay the review process.
- Permits **expire** if:
  - Work has **not started within 6 months** of permit issuance, or
  - Work has **not been completed within 2 years** of permit issuance.

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## Step 6 – After Approval

Once your application is approved and all fees are paid, you will receive the following materials (via email or your preferred contact method):

- **Letter of Instruction:** Details required inspections, sequencing, and next steps.
- **Official Permit Placard:** Must be **posted on-site** in a visible location throughout construction.
- **Copy of Approved Application, Plans, and any additional supplement information:** Keep these on-site for inspector reference.
- **Payment Receipt or Check Stub:** Proof of payment for your records.

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## Step 7 – Inspections

- The **Building Officer** will conduct all required inspections throughout the construction process.
- Inspections verify compliance with the issued permits, the Pennsylvania Uniform Construction Code, and local ordinances.
- **Permit holders** must provide access to the construction site for all scheduled inspections.
- **Right of Entry:** Granting inspection access is a **condition for all permits** issued under the UCC.

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## Step 8 – Certificate of Occupancy & Use

- After all, required inspections have been completed and compliance confirmed, a **Certificate of Occupancy & Use** will be issued **(as applicable)**.
- This certificate signifies that the building or structure is compliant with the application submission.
- **Do not occupy or use the building** before receiving the official certificate. Doing so may result in violations or penalties.
- If a Certificate of Occupancy & Use is **not required**, the final inspection is evidence of permit closing out.

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## Applicant Submission Checklist

Before submitting your permit application electronically or hard copy, confirm that all required materials are included:

- All applicable forms fully completed and signed
- Sets of legible, scaled plans attached
- Site plan includes footprint, setbacks, and grading details
- Manufacturer specifications attached for all equipment/appliances
- Workers' Compensation coverage form or exemption affidavit included
- All other required permits obtained:
  - Zoning
  - Sewage
  - Water
  - Driveway
  - Land Development Plan
  - Erosion & Sediment (E&S) Control
- All information is accurate, complete, and truthful

**Note: Submitting false or incomplete information may result in permit denial, revocation, or enforcement actions.**

PERMIT APPLICATION

Non UCC \_\_\_\_\_

Page \_\_\_ of \_\_\_

Building Permit \_\_\_\_\_ Fire Protection Permit \_\_\_\_\_

Municipality \_\_\_\_\_ County \_\_\_\_\_

Construction Site Location (Full Address) \_\_\_\_\_

Tax Map Parcel ID# \_\_\_\_\_

Owner \_\_\_\_\_

Application Contact \_\_\_\_\_

Company Name \_\_\_\_\_

Application Company \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Cell # \_\_\_\_\_

Phone # \_\_\_\_\_ Cell # \_\_\_\_\_

Email \_\_\_\_\_

Email \_\_\_\_\_

Describe Proposed Work in Detail: \_\_\_\_\_

BUILDING PERMIT

Contractor \_\_\_\_\_  
(If owner put same as above)

# Of Stories \_\_\_\_\_ Height of Structure \_\_\_\_\_

Address \_\_\_\_\_

Total SQ FT \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Use Group \_\_\_\_\_ Type Const. \_\_\_\_\_

Phone # \_\_\_\_\_ Cell \_\_\_\_\_

Description of Work: \_\_\_\_\_

Email \_\_\_\_\_

HIC # \_\_\_\_\_

Other: \_\_\_\_\_

Federal Employee# \_\_\_\_\_

(Certification of Insurance for Worker Compensation needed or sign exemption form)

State Classification:

New Residential \_\_\_\_\_ Other Residential \_\_\_\_\_

New Commercial \_\_\_\_\_ Other \_\_\_\_\_

Commercial \_\_\_\_\_

Estimate Total Costs For All Work: \_\_\_\_\_  
(Reasonable Fair Market Value)

FIRE PROTECTION PERMIT

Contractor \_\_\_\_\_  
(If owner put same as above)

Sprinkler System: \_\_\_\_\_

Address \_\_\_\_\_

Alarm System: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

HIC # \_\_\_\_\_

Commercial Cooking Equip.: \_\_\_\_\_

Federal Employee# \_\_\_\_\_

(Certification of Insurance for Worker Compensation needed or sign exemption form)

State Classification:

New Residential \_\_\_\_\_ Other Residential \_\_\_\_\_

New Commercial \_\_\_\_\_ Other \_\_\_\_\_

Commercial \_\_\_\_\_

Other: \_\_\_\_\_

Estimate Total Costs For All Work: \_\_\_\_\_  
(Reasonable Fair Market Value)

I hereby acknowledge that I have read this application and state the above is correct to comply with all Municipal ordinances and state laws regarding construction.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Owner ( ) Application Contact ( ) Contractor ( ) Owner Representative ( )

CODE OFFICIAL USE ONLY

UCC Building Fee: \_\_\_\_\_

Plans Approved

Plan Review Fee: \_\_\_\_\_

FP Fee: \_\_\_\_\_

Plans Approved with Comments

Admin Fee: \_\_\_\_\_

Code Official: \_\_\_\_\_

State Fee: \_\_\_\_\_

Total UCC: \_\_\_\_\_

State Cert. #: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Date: \_\_\_\_\_

**PERMIT APPLICATION**

Non UCC \_\_\_\_\_

Page \_\_\_ of \_\_\_

Mechanical Permit \_\_\_\_\_ Plumbing Permit \_\_\_\_\_ Electrical Permit \_\_\_\_\_

Municipality \_\_\_\_\_ County \_\_\_\_\_

Construction Site Location (Full Address) \_\_\_\_\_

Tax Map Parcel ID# \_\_\_\_\_

Owner \_\_\_\_\_

Application Contact \_\_\_\_\_

Company Name \_\_\_\_\_

Application Company \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Cell # \_\_\_\_\_

Phone # \_\_\_\_\_ Cell # \_\_\_\_\_

Email \_\_\_\_\_

Email \_\_\_\_\_

Describe Proposed Work in Detail: \_\_\_\_\_

**MECHANICAL / PLUMBING PERMIT**

Contractor \_\_\_\_\_  
(If owner put same as above)

Water: Public \_\_\_\_\_ On-lot \_\_\_\_\_  
Sewer: Public \_\_\_\_\_ On-lot \_\_\_\_\_

Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Cell # \_\_\_\_\_  
Email \_\_\_\_\_  
HIC # \_\_\_\_\_  
Federal Employee# \_\_\_\_\_  
(Certification of Insurance for Worker Compensation needed or sign exemption form)  
State Classification \_\_\_\_\_  
New Residential \_\_\_\_\_ Other Residential \_\_\_\_\_  
New Commercial \_\_\_\_\_ Other Commercial \_\_\_\_\_

Technical Site Data		
No.	Size	Fixture/Equip.
_____	_____	Water Closet
_____	_____	Urinal/Bidet
_____	_____	Bath tub
_____	_____	Lavatory
_____	_____	Shower
_____	_____	Sink
_____	_____	Dishwasher
_____	_____	Washing Mach.
_____	_____	Hose Bib
_____	_____	Water Heater

Estimate Total Costs For All Work: \_\_\_\_\_  
(Reasonable Fair Market Value)

Others: \_\_\_\_\_

**ELECTRICAL PERMIT**

Contractor \_\_\_\_\_  
(If owner put same as above)

Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Cell# \_\_\_\_\_  
Email \_\_\_\_\_  
HIC # \_\_\_\_\_  
Federal Employee# \_\_\_\_\_  
(Certification of Insurance for Worker Compensation needed or sign exemption form)  
State Classification \_\_\_\_\_  
New Residential \_\_\_\_\_ Other Residential \_\_\_\_\_  
New Commercial \_\_\_\_\_ Other Commercial \_\_\_\_\_

Technical Site Data		
No.	Size	Fixture/Equip.
_____	_____	Lighting Fixture
_____	_____	Receptacles
_____	_____	Switches
_____	_____	Detectors
_____	_____	Motor-Fraction.
_____	_____	Comm. Devices
_____	_____	Alarm Dev./Sys.
_____	_____	Pool Bonding.
_____	_____	Service
_____	_____	Sub-Panels

Estimate Total Costs For All Work: \_\_\_\_\_  
(Reasonable Fair Market Value)

Others: \_\_\_\_\_

**I hereby acknowledge that I have read this application and state the above is correct to comply with all Municipal ordinances and state laws regarding construction.**

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
Owner ( ) Application Contact ( ) Contractor ( ) Owner Representative ( )

**CODE OFFICIAL USE ONLY**

	<u>Mechanical</u>	<u>Plumbing</u>	<u>Electrical</u>
UCC Fee:	_____	_____	_____
Plan Review Fee:	_____	_____	_____
Admin Fee:	_____	_____	_____
State Fee:	_____	_____	_____
Total Cost:	_____	_____	_____
Non-UCC Fee:	_____	_____	_____

Plans Approved  
 Plans Approved with Comments

Code Official: \_\_\_\_\_  
State Cert. #: \_\_\_\_\_  
Date: \_\_\_\_\_

# PENNSYLVANIA WORKERS COMPENSATION INSURANCE COVERAGE AFFIDAVIT OF EXEMPTION

**Basis for exemption is (please check one):**

- The Contractor for this building permit is a sole proprietorship without employees
- The Contractor is a corporation, and the only employees working on the project have and are qualified as "Executive Employees" under Section 104 of the Workers' Compensation Act. Please explain: \_\_\_\_\_
- All of the contractor's employees on the project are exemption religious grounds under Section 304.2 of the Workers' Compensation Act. Please explain: \_\_\_\_\_
- Owner is the contractor \_\_\_\_\_
- Other. Please explain: \_\_\_\_\_  
\_\_\_\_\_

**Please be aware of the following requirements under the Pennsylvania Workers' Compensation Act:**

- ⇒ Any subcontractors used on this project will be required to carry their own workers' compensation coverage.
- ⇒ Violation of the Workers' Compensation Act or the terms of this information form will subject the contractor to a stop-work order and other fines and penalties as provided by law.

**My signature on behalf of or as the contractor as stated on this form constitutes my verification that the statements contained here are true.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (Please Print) \_\_\_\_\_

Title \_\_\_\_\_

Name of Company \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

**Resolution No. 26**

**Orwigsburg Borough  
Uniform Construction Code {UCC} Fee Schedule**

**Orwigsburg Administrative Surcharge - 40%**

**The following permit fee schedule establishes the base permit fees for all types of construction permits. A State administration fee pursuant to PA DCED (currently \$4.50) must also be added to each construction project.**

ARRO Consulting, Inc.  
1239 Centre Turnpike, Orwigsburg, PA 17961  
Phone 570.366.9534 Fax 570.366.9537  
[permitting@arroconsulting.com](mailto:permitting@arroconsulting.com)

## RESIDENTIAL FEES

<b>BUILDING / MISCELLANEOUS</b>	
Plan Review	\$0
New Construction, Additions, Decks & Porches	\$100 plus \$0.20 per square foot (sq. ft.) of Gross Floor Area (GFA) <sup>1</sup> <i>(\$120 minimum I \$250 minimum*)</i>
Alteration & Repairs (if applicable)	1.2% of construction cost <i>(\$120 minimum)</i>
Miscellaneous Use of Grounds - shed, fence, retaining wall, tank & tower, solar structure, and windmill	1.75% of construction cost <i>(\$120 minimum)</i>
Demolition	\$120
In Ground Pools	\$400
Above Ground Pools / Spa	\$200
Pool Electric (Both Inground & Aboveground)	\$120
<p><b>Note 1:</b> Gross Floor Area (GFA) includes square footage of the following: a) area within exterior walls including basements, garages and attics, b) patio/porch with roof, c) decks, d) covered walkways and e) parking areas, sidewalks and concrete pads.</p>	

<b>MECHANICAL &amp; PLUMBING</b>	
PLUMBING FIXTURES: sinks, lavatories, water closets, hose bibs, hydrants, dishwashers, water heaters, washing machines, bathtubs, sewer/sump pumps, etc.	\$17 per fixture <i>(\$120 minimum)</i>
MECHANICAL APPLIANCES: Boilers, Furnaces, HVAC units, Air handlers, Refrigeration systems, Fireplace, etc.	\$90 <i>(\$120 minimum)</i>
UTILITY SERVICE CONNECTIONS - Sewer/ Water	\$120 per connection

## RESIDENTIAL FEES

<b>ELECTRICAL</b>	
New Construction & Addition (Including Devices) (200 AMP max)	\$300 for Service, Rough and/or Final
Mobile (Manufactured) & Modular (Industrialized) Homes / Pole Building / Detached Garage	\$240 for Service, Rough and/or Final
Electric Inspection and/or Service Upgrade: UCC/Non-UCC (200 AMP maximum)	\$180
Service Upgrade: UCC/Non-UCC (>200 AMP)	\$25 per 100 Amps <b>(\$180 minimum)</b>
Rough Wiring	\$0.60 per device <b>(\$120 minimum)</b>
Finished Wiring	\$0.60 per device <b>(\$120 minimum)</b>
Miscellaneous <u>Equipment</u> : motor, transformer, capacitor, sub panel, unit/wall/baseboard heater, battery, etc.	\$1.50 per HP, KV, KVA, etc. <b>(\$30 minimum per unit)</b>
Solar Panels	\$15 per panel <b>(\$300 minimum)</b>
Alarm Systems (Fire / Burglar/ Security)	\$120 plus \$2.00 per device
Residential Sprinklers	\$120 plus \$2.00 per head
Generator/ Transfer Switch	\$5 per KW, KV, KA <b>(\$120 minimum)</b>
EV Charger	\$180 per device

<b>GENERAL/ MISCELLANEOUS</b>	
Certificate of Occupancy (CO) Reissue Fee	\$120 per request
Consultation Rate	\$120 per hour
In-Residence Child-Care Center - Fire & Panic Inspection	\$180
<p><b>NOTE:</b></p> <ul style="list-style-type: none"> <li>Fees for pre-permit plan reviews and site visits may be charged at hourly rate of \$120/hour.</li> <li>Re-inspections will be billed at \$120 per hour, plus any applicable expenses.</li> <li>Working without permits will result in fees that are twice the standard base rate for each discipline, plus applicable expenses.</li> <li>Failure to provide access for a scheduled inspection will result in charges at the hourly rate, in addition to any applicable expenses.</li> </ul>	

## COMMERCIAL FEES

<b>BUILDING</b>	
New Construction (all buildings) and Additions	\$120 plus \$0.30 per square foot (sq. ft.) of Gross Floor Area (GFA) <sup>2</sup> <b>(\$250 minimum)</b>
Alteration, Renovations and Repairs	2.4% of overall project cost <b>(\$240 minimum)</b>
Miscellaneous - shed, deck, tower, fence, retaining wall, tank, silo, concrete slab, solar structure and windmill.	2.0% of overall project cost <b>(\$240 minimum)</b>
Signs	\$120 plus \$2.50 per sq. ft. (per side) <b>(\$240 minimum)</b>
Demolition	\$120 plus \$0.02 per sq. ft. <b>(\$200 minimum)</b>
<p><b>Note 2:</b> Gross Floor Area (GFA) includes square footage of the following: a) area within exterior walls including basements, garages and attics, b) patio/porch with roof, c) decks, d) covered walkways and e) parking areas, sidewalks and concrete pads.</p>	

<b>MECHANICAL &amp; PLUMBING</b>	
PLUMBING FIXTURES: sink, lavatory, water closet, hose bib, hydrant, dishwasher, water heater, washing machine, bathtub, sewer/sump pump, floor drain, drinking fountain, etc.	\$17 per fixture <sup>3</sup> <b>(\$180 minimum)</b>
Commercial Cooking Hoods	\$240
MECHANICAL APPLIANCES: Fuel Burning Device, Boiler, Furnace, HVAC unit, Heat Pump, Air Handler, Refrigeration system/ unit, Fireplace, etc.	\$135 per unit <b>(\$180 minimum)</b>
Chimney/ Vent/ Duct Work/ Gas Piping	2.0% of construction <b>(\$180 minimum)</b>
Grease Traps / Interceptor/ Sewer/Sump Pump / Back Flow Preventer (3" or larger)	\$180
UTILITY SERVICE CONNECTIONS - Sewer / Water	\$180 per connection
<p><b>Note 3:</b> Fee for projects with 200 plumbing fixtures or more can be calculated as 2% of project cost.</p>	

<b>ELECTRICAL</b>	
High Voltage/ Private Elec. Service	1.2% of Project Cost
Service/ Feeders/ ATS: 200 AMP (maximum)	\$240
Services/ Feeders / ATS: >200 AMPS	\$35 per 100 AMP <b>(\$240 minimum)</b>
Rough Wiring	\$0.75 per device <sup>4</sup> <b>(\$125 minimum)</b>
Finished Wiring	\$0.75 per device <sup>4</sup> <b>(\$125 minimum)</b>
Miscellaneous <u>Equipment</u> : motor, transformer, capacitor, sub panel, fused disconnect, uniWall/baseboard heater, battery, UPS, etc.	\$2.00 per HP, KV, KVA, etc. <b>(\$25 minimum per unit)</b>
Wireless Signaling, Communication, WIFI and Alarm Systems	\$180 plus 2.00 per device
Solar Panel	\$1000 plus \$2 per panel
Generator/ Transfer Switch	\$7.50 per KW, KV, KA <b>(\$240 minimum per unit)</b>
EV Charger	\$300 per device
<b>Note 4:</b> Fee for projects with 1,500 electrical devices or more can be calculated as 2% of project cost.	

<b>FIRE</b>	
Signaling Communication and Alarm Systems	\$180 plus \$2.00 per device
Sprinkler Systems	\$180 plus \$2.00 per device
Fire Pump	\$300 per device
Standpipe / Riser/ Sprinkler Main Systems	\$150 per \$100,000

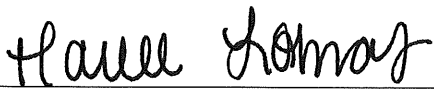
<b>BUILDING PLAN REVIEW</b>	
Total Project Cost: \$0.01 to \$3 million	0.0013 times the Total Project Cost <i>(\$360 minimum)</i>
Total Project Cost: >\$3 million to \$5 million	\$3,900 plus 0.00055 times the\$ amount over \$3 million
Total Project Cost: >\$5 million	\$5,000 plus 0.0005 times the\$ amount over \$5 million
ELECTRICAL, MECHANICAL, PLUMBING and FIRE Plan Reviews	25% of Building Plan ReviewFee for each category <i>(\$240 minimum)</i>

<b>GENERAL/ MISCELLANEOUS</b>	
Certificate of Occupancy (CO) Reissue Fee	\$180 per request
Consultation Rate	\$140 per hour
Child Care Center - Fire & Panic Inspection	\$300
<p><b>NOTE:</b></p> <ul style="list-style-type: none"> <li>• Fees for pre-permit plan reviews and site visits may be charged at hourly rate of \$140/hour.</li> <li>• Re-inspections will be billed at \$140 per hour, plus any applicable expenses.</li> <li>• Working without permits will result in fees that are twice the standard base rate for each discipline, plus applicable expenses.</li> <li>• Failure to provide access for a scheduled inspection will result in charges at the hourly rate, in addition to any applicable expenses.</li> </ul>	

**DULY PRESENTED AND ADOPTED** at the Regular Council Meeting of the Borough Council of the Borough of Orwigsburg on this 14<sup>th</sup> day of January 2026.

By:   
Council President

SEAL

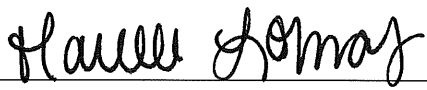
  
ATTEST: Secretary

I, Harlee Lomas, duly qualified Secretary of the Borough of Orwigsburg, Schuylkill County, Pennsylvania, hereby certifies that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Borough Council at a regular meeting held on the 14<sup>th</sup> January 2026 and said Resolution has been recorded in the Minutes of the Borough of Orwigsburg Council and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Borough of Orwigsburg, this 14<sup>th</sup> day of January, 2026.

Name of Applicant: Borough of Orwigsburg

County: Schuylkill County

  
Secretary