

**BOROUGH OF LANSFORD
CARBON COUNTY, PENNSYLVANIA**

RESOLUTION 2025-14

A RESOLUTION ESTABLISHING BOROUGH FEES AND PERMIT SCHEDULES

WHEREAS, the Borough Council of the Borough of Lansford finds it necessary to establish fees for borough permits to aid in the management and operation of the Borough; and

WHEREAS, the Borough Council desires to provide clear guidance to residents, businesses, and organizations regarding fees for permits, services, and other Borough-related matters;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Lansford as follows:

1. Establishment of Fee Schedule

The following fees are hereby adopted for services, permits, and applications issued by the Borough of Lansford:

Borough Administration Office Fees

Code	Description	Fee / Notes
124.1 & 124.2	Amusement	No fee
294.1 – 294.5	Parades and Gatherings	No fee
276.1 – 276.6	Moving Goods, Equipment, or Machinery	\$20
452.2 – 452.13	Yard Sale (Two consecutive days)	\$15 (Permit must be obtained within 24 hours of Borough business days before sale)
373.3 – 373.23	Bulk Refuse Containers / Dumpster Permit	Flat fee \$100 plus \$300 refundable deposit. Deposit refunded upon written confirmation from the owner that the dumpster has been removed within the 60-day permit period.
420.36	Oversized and Large Vehicle	Replacement Tag Fee \$50 (Residents only)
420.44 – 420.76	Commercial Reserved Parking Space	Initial \$310 / Annual \$160 (Limit 3 with Council approval)

Code	Description	Fee / Notes
420.71	Handicap Reserved Parking	Initial \$225 / Annual \$75 (Council approval with panel review)
385.19 – 385.27	Sidewalk Repair Permit (Inspection required)	\$50
385.1	Street Excavation / Opening	Opening \$150 (non-refundable) / Restoration: Up to 100 sq. ft. \$550 / Up to 200 sq. ft. \$800 / Over 200 sq. ft. \$1,100
216.2	Certification Request	\$20 per unit (Payment must be prepaid before information is released)
-	Copies	\$0.50 per page (Minimum charge applies for five pages, i.e., if fewer than five pages are requested, the fee will still be \$2.50)
-	Notary (Lansford Borough Forms Only)	\$5 per page
-	Returned Check Charge	\$30 per transaction

Borough Service Charges

Code	Description	Fee / Notes
373.3 – 373.9	Sanitation Collection Fee	<p>a. Residential fee of \$127 per unit, billed quarterly. b. Business fee of \$137 per unit, billed quarterly. Late Payment Penalty: Any fee not paid within 90 days of the due date shall incur a 10% penalty on the unpaid amount.</p>
345.1	Sewer Transmission Fee	<p>Residential & Business fee of \$90 per unit, annually Late Payment Penalties: A 10% penalty after March 15. The June water shut-off and administration fee of \$75 will be assessed in addition to any unpaid fees and penalties.</p>
396.40 – 396.42	Real Estate Tax Certification	\$20
396.41	Tax Bill Duplicate / Facsimile	\$10

Code Enforcement / Zoning Department

Code	Description	Fee / Notes
338.03 – 338.18	Residential Rental License	Annual fee by May 1: \$200 per unit Penalty after May 1: \$30/month

Code	Description	Fee / Notes
		Re-inspection \$100 / Additional inspections \$100 Reinstated revoked license \$200
410	Occupancy Permit	\$150 per unit (Required for new construction, renovations, or changes in building use)
338.24	Unauthorized Occupancy in Rental Unit	\$600 fine / Property Maintenance RRL Appeal \$250
465	Zoning Permit	Varies by service
465.201	Zoning Application Fee	Varies by service
465.1303	Certificate of Zoning Compliance (CZC)	\$100 (Required before occupying building, structure, or land. Excludes residential accessory structures)
465.1501 – 465.1513	Zoning Hearing Board Application	\$1,000 deposit (Applicant responsible for advertising, stenographer, and professional review costs)
465.703	Subdivision or Land Development Review	Fee \$750 (Non-refundable) / Deposit \$1,000 (Per SALDO)
465.705	Conditional Use Application	Fee \$500 (Non-refundable) / Deposit \$1,000 (Applicant responsible for all costs of public notice, stenographic services, and professional review)
165.9 & 165.16	Building Permits (UCC Inspection)	Varies by service
165.3 & 170.3	UCC Appeals	\$750 (Additional costs may apply by UCC Appeal Board)
-	Boiler Inspections	Refer to building permit fee schedule

Police Department Fees

Code	Description	Fee / Notes
115.1 – 115.4	Alarm Permit (One-time)	No fee
415.2 – 415.9	Motor Vehicle Nuisance Permit	No fee
402.2 – 402.9	Transient Retail Permit	Up to 3 days \$20 / Per week \$50 / Per month \$100
420.57	Metered Parking Permit	\$125/year (Per proprietor or resident in metered zone)

Quality of Life Violations (320.8)

Violation	Fine Schedule
Accumulation of rubbish or garbage	1st \$100 / 2nd \$150 / 3rd \$250
Animal maintenance and waste/feces cleanup	1st \$100 / 2nd \$150 / 3rd \$250
High weeds, grass, or plant growth	1st \$100 / 2nd \$150 / 3rd \$250
Motor vehicles	1st \$100 / 2nd \$150 / 3rd \$250
Outside placement of indoor appliances/furniture	1st \$100 / 2nd \$150 / 3rd \$250
Snow and ice removal from sidewalks	1st \$100 / 2nd \$150 / 3rd \$250
Storing containers for waste or trash	1st \$100 / 2nd \$150 / 3rd \$250

RESOLVED AND ADOPTED this 10th day of December , 2025, by the
Borough Council of the Borough of Lansford, Carbon County, Pennsylvania.

BOROUGH COUNCIL OF LANSFORD

BY: *[Signature]*
President

ATTEST: *[Signature]*
Secretary

