

**TOWNSHIP OF UPPER BURRELL  
WESTMORELAND COUNTY  
PENNSYLVANIA**

**RESOLUTION NO. 4 of 2024**

**RESOLUTION**

**A RESOLUTION OF THE TOWNSHIP OF UPPER BURRELL, WESTMORELAND COUNTY,  
PENNSYLVANIA, AMENDING THE FEES FOR THE SEWAGE DISPOSAL SYSTEM  
ORDINANCE**

Be it **RESOLVED** by the Board of Supervisors of Upper Burrell Township that the fees set by Ordinance No. 2 of 1996 and amended by Resolution 1 of 2008, are amended per the following schedule:

**STEP 1**

Project Deposit/Permit Application Processing Fee Includes:

For New System or Replacement of Absorption Field (Proceed to Next Step)

Assigned Project Number  
Initial Project Discussion with Property Owner  
First Visit to Property  
Coordination with Soil Scientist if SEO is unable to city system (This is not  
Typical and on a case-by-case basis) \$ 500.00

For Replacement of Tanks, Distribution Boxes, etc. (Skip to Step 5)

Assigned Project Number  
Coordinate with Property Owner, Municipality & Contractors  
Plan & Agreement Review  
Issue Permit/Completed Permit Application

**\*Due at time of application. This fee is typically non-refundable unless determined by  
The SEO\*\***

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**STEP 2 – Soils Evaluation**

Soil Probes (Per Visit)- Property Lines must be marked/known. Actual Costs Incurred will be Billed by Hourly Rate (Skip to Step 4 if lot is planned)

**\*\*\$720.00 Deposit Required Prior To Scheduled Test Date for Soil Probes and/or Percolation Test. Additional Deposits may be necessary Depending on Complexity of the Project. Balance Refunded Upon Completion.**

\$720.00 + \$90.00/Hr.

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Percolation Test (Per Visit) – Site must be prepped and ready for test. Actual Costs Incurred will be Billed by Hourly Rate. Percolation Test **may** not be required for certain alternate systems cited by Soil Scientist. Completed Test Reports submitted to Applicant & Municipality upon full payment of balance. (Skip to Step 4 if lot is planned)

**\*\$720.00 Deposit Required Prior to Scheduled Test Date for Soil Probes and/or Percolation Test. Additional Deposits may be necessary Depending on Complexity of the Project. Balance Refunded Upon Completion.**

**Steps 1 & 2 are typically covered by the initial deposit of \$1,220.00 unless sewage facilities planning is required.**

**The other steps will require additional deposits as necessary to cove the remainder of the project.** \$90.00/hr. Remaining Deposit + Balance

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### **STEP 3 – Sewage Facilities Planning**

Planning Module Review

**\*\* Required for new subdivisions and unplanned lots after May 15, 1972.** \$90/hr.

(Lots with previous Planning Approval, lots developed prior to May 15, 1972 or Minor System Modifications and Repairs, Skip to Step 4)

**Sewage Planning Module (New Subdivisions and Lots Created on or after June 10, 1989)**

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- Existing system Inspections
  - Planning Module Review
  - Meeting with Municipal Officials for Authorization
  - Submitting to PA DEP for Final Approval upon full payment \$90/hr.

**Reconstructive Planning (Lot Developed between May 15, 1972 and June 10, 1989)**

- Research subdivision at Courthouse
  - Existing System Inspection
  - Report findings to Municipality in Form Letter upon payment of balance \$90/hr.
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### **STEP 4 – Permitting**

**New Systems or Replacement Systems:**

- Coordinate with Property Owner, Consultants & Contractors
  - Design Review/Permit Issuance (Due with Submission) \$270.00/hr
  - Issue Permit
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### **STEP 5 – Inspections**

**Inspections (Minimum 2) (Assume 2 hours Port to Port)**

- Inspection to Cover (Collect any material Certifications, Run Pump Test)
- Final Inspection (Verify electrical, alarm and Final Regarding) \$ 90.00/hr.

### STEP 6 – Final Certification

File Completed Permit Application Package with Property Owner, Municipality & PA DEP \$90/hr.

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#### Miscellaneous Enforcement Activities

Verification of Previous Testing and Planning Review	90.00/hr.
Non-Building Waiver Review	90.00/hr.
10 Acre Exemption (Not always applicable)	90.00/hr.

**\*The Applicant is permitted to pay only \$25.00, since that is maximum fee allowed by the Sewage Code\*. The remaining cost will be incurred by the municipality.**

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Reissued Expired Permit (Using Prior Testing and Design)	500.00
Violation Investigations (Billed Directly to Municipality)	90.00/hr.
Initial Applicant Inquiries (Exceeding basic information)	90.00/hr.
Activity Record (Billed directly to Municipality)	90.00/hr.

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**All payments should be made directly to the local municipality prior to completing each step listed in the fee schedule.**

#### Approximate SEO Cost to Applicant for a New System (No Planning Required) (For Reference Only)

Step 1 = \$ 500.00  
Step 2 = \$ 900.00  
Step 4 = \$ 270.00  
Step 5 = \$ 360.00  
Step 6 = \$ 90.00  
Total Cost (Approximate) = \$ 2,120

#### Approximate SEO Cost to Applicant for a New System (Planning Required) (For Reference Only)

Step 1 = \$ 500.00  
Step 2 = \$ 1,260.00  
Step 3 = \$ 360.00  
Step 4 = \$ 270.00  
Step 5 = \$ 360.00  
Step 6 = \$ 90.00  
Total Cost (Approximate) = \$ 2,840.00

Approximate SEO Cost to Applicant for Tank Replacement, Distribution Boxes, etc. (For Reference Only)

Step 1 = \$ 500.00

Step 2 = \$ 180.00

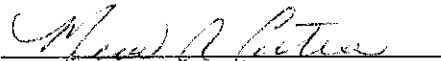
Step 3 = \$ 90.00

Total Cost (Approximate\_ = \$ 770.00

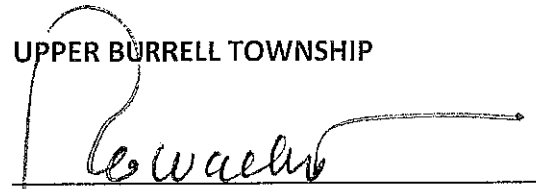
**RESOLVED** this 2nd day of January, 2024 at a duly assembled

Public meeting of the Township of Upper Burrell.

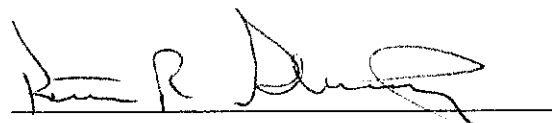
**ATTEST:**

  
Melissa A. Cortilesio, Secretary

**UPPER BURRELL TOWNSHIP**

  
Ross G. Walker, III, Chairman

  
Michael P. Conley, Vice-Chairman

  
Kenneth R. Slahtovsky, Supervisor