

**TOWNSHIP OF UPPER BURRELL
WESTMORELAND COUNTY
PENNSYLVANIA**

RESOLUTION NO. 4 of 2026

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- Property Assessment/Open Permit Application

Project Deposit/Permit Application Processing Fee Includes:

Assigned Project/Permit Numbers

Initial Project Discussion with Property Owner

Complete Application or Permit Denial (If Applicable)

New Systems or Replacement Systems:

First Visit to Property, Site, Slope, Initial Soils work (2 hrs. max.)

Coordinate with Soil Scientist if SEO is unable to city system (This is not typical, on a case-by-case basis)

Including Permit Denial **\$ 600.00**

Holding Tanks: (Step 3 may or may not be necessary)

Application, Site Plan & Agreement Review

Issue or Deny Permit

Replacement of Tanks, Minor Repairs, Exp. Permit Reissuance, etc. (Skip to Step 5)

Verification of Prior Testing

Site Plan Review

Issue or Deny Permit

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

STEP 2 – Soils Evaluation

a) Soil Probes (Soils Descriptions)-Property Lines must be marked/known, Backhoe/excavator provided by applicant. Actual Cost Incurred will be Billed by Hourly Rate after 2 hrs. covered by step 1. **\$100.00/Hr.**

Percolation Test – Site must be prepped and ready for test. (See **Misc. Fees/Rates** for Percolation Hole Digging and Water Set-up)

Actual Cost incurred will be Billed by Hourly Rates. Percolation Test **may** not be required for certain alternate systems cited by Soil Scientists. **Completed Test Reports submitted to Applicant & Municipality upon full payment of balance.** (Skip to Step 3 or 4 if previous testing is verified by the SEO) **\$100.00/Hr.**

Single Lot Subdivisions-

\$800.00 Deposit Required Prior to Scheduled Date for Percolation Test.

Multi – Lot Subdivisions-

\$2500.00 Deposit Required Prior to Scheduled Date for Soil Probes.

Additional Deposits may be necessary Depending on Complexity of the Project. Any unused balances refunded upon completion*

STEP 3 – Sewage Facilities Planning

Planning Module Review

**** Required for new subdivisions and unplanned lots after May 15, 1972. \$100.00Hr.**
(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)

- Existing system Inspections
- Planning Module Review
- Meeting with Municipal Officials for Authorization
- Submitting to PA DEP for Final Approval **upon full payment \$100.00/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 full payment **\$100.00/Hr.**

STEP 4 – Permitting

New Systems or Replacement Systems: (due with Desing Submissions)

- Coordinate with Property Owner, Consultants & Contractors
- Design Review & Approval
- Issue Permit

STEP 5 – Inspections

Inspections (Minimum 2-3 site Visits) (Assume 2 hours Port to Port each)

- Pre-construction Meeting (Required for **Alternate Systems** and Installers of an experience level unknown to the SEO)
- Inspection to Cover (Collect any material Certifications, Run Pump Test)
- Final Inspection (Verify electrical, alarm and Final Regarding) **\$100.00/Hr.**

STEP 6 – Final Certification

File Completed Permit Application Package with Property Owner, Municipality & PA DEP **upon payment in full of Steps 5 & 6.** **\$100.00/Hr.**

Miscellaneous Enforcement Activities

Non-Building Waiver Review	\$100.00/Hr.
10 Acre Exemption (Not always applicable)	\$100.00/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.**

Violation Investigations (Billed Directly to Municipality)	\$100.00/Hr.
Initial Applicant Inquiries (Exceeding basic information)	\$100.00/Hr.
Activity Record (Billed directly to Municipality)	\$100.00/Hr.
Supply Water for Percolation Testing (For accessible sites only, at the discretion Of the SEO)	\$100.00/Site
Hand Dig Percolation Test Holes	\$100.00/Hr.

All payments should be made directly to the EADS Group for each step listed in this fee schedule.

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

Step 1 = \$ 600.00
Step 2 = \$ 500.00 – 800.00
Step 4 = \$ 400.00
Step 5 = \$ 400.00 – 800.00
Step 6 = \$ 100.00
Total Cost (Approximate) = \$2,000.00 - \$2,700.00

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

Step 1 = \$ 600.00
Step 2 = \$ 800.00 – 1300.00
Step 3 = \$ 500.00 – 2000.00
Step 4 = \$ 400.00
Step 5 = \$ 400.00
Step 6 = \$ 100.00
Total Cost (Approximate) = \$ 2,800.00 - \$4,800.00

Approximate SEO Cost to Applicant for Holding Tank, Septic Tank Replacement, Minor Repairs, etc. (For Reference Only)

Step 1 = \$ 600.00
Step 5 = \$ 200.00
Step 6 = \$ 100.00

Total Cost (Approximate) = \$ 900.00

RESOLVED this 5th day of January, 2026 at a duly assembled

Public meeting of the Township of Upper Burrell.

ATTEST:

UPPER BURRELL TOWNSHIP

Melissa A. Cortileso, Secretary

Ross G. Walker, III, Chairman

Michael P. Conley, Vice-Chairman

Kenneth R. Slahtovsky, Supervisor