

Revised Fee Schedule  
Effective - July 18, 2022

**Commonwealth Code Inspection Service, Inc.**

**Peter Schilling**  
40 West 11<sup>th</sup> Avenue, Suite F  
York, PA 17404  
Phone 717-846-2004 Fax 717-846-2294  
[pete8@ptd.net](mailto:pete8@ptd.net)

June 20, 2022

Greetings,

Thank you for using the Zoning and Ordinance enforcement services provided by Commonwealth Code Inspection Service. Due to the increase in transportation costs, additional stormwater mitigation services, and the recent increase in lengthy and involved ordinance enforcement services, we are proposing a revised fee schedule for your consideration.

We propose to provide routine services at a rate of:

**Billed to the permit applicant:**

Residential Applications	\$50
Residential Inspections	\$50
Commercial Applications	\$100
Commercial Inspections	\$100
Administration Fee	\$15
Permits and Certificates	\$0
Phone/email Consultation	\$0
On-site Consultation	Charged as inspection

Extra services involving enforcement for work performed without a permit will be charged to the property owner, via the permit, at the inspection rate.

**Billed to the Municipality:**

Ordinance complaints beyond an initial investigation will be charged to the Municipality at a rate of \$60 per hour, in quarterly increments.

**Billed as court costs:**

Enforcement involving filing and appearances at a District Magistrate will be charged \$75 per hour to the property owner.

Thank You,  
Peter Schilling  
CCIS  
717-278-0962  
[pete8@ptd.net](mailto:pete8@ptd.net)


## RESOLUTION NO. 556

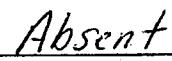
A Resolution of the Township of Manheim, York County, Pennsylvania, establishing an annual fee schedule for the various services and charges of Manheim Township.


Be it resolved and enacted, and it is hereby resolved and enacted by the Board of Supervisors of the Township of Manheim, York County, Pennsylvania, that the schedule of fees for services and charges, attached to and made part of this Resolution No. 556, is established and will be effective on January 3, 2022, through the remainder of 2022, or until amended by Resolution.

Enacted this 3<sup>rd</sup> day of January 2022.

Manheim Township Board of Supervisors

  
Secretary

  
Larry E. Miller, Chairman

  
Nathan D. Osborne, Vice- Chairman

  
Rose A. Kirkpatrick, Member

**2022 FEE SCHEDULE (Effective January 3, 2022)**

<u><b>SUBJECT</b></u>	<u><b>FEE</b></u>
<b><u>PAUCC Construction Permits (Paid to CVCOG Contractor)</u></b>	See Appendix I
<b><u>PAUCC State training charge (Collected by Manheim Township)</u></b>	<b>\$4.50</b>
<b><u>PAUCC Appeals:</u></b>	
<b>Municipal Application Fee</b>	<b>\$50.00</b>
<b>York County UCC Board of Appeals Fees:</b>	
<b>Application Fee</b>	<b>\$500.00</b>
<b>Additional Fee for <u>each</u> Appeal or Variance Requested     (stenographic fees charged additionally, see Appendix II)</b>	<b>\$250.00</b>
<b><u>Zoning Permits:</u></b>	
<b>Plan Review - Approved</b>	<b>\$ 40.00</b>
<b>Plan Review – Not Approved</b>	<b>\$ 15.00</b>
<b>Inspections – Per Inspection</b>	<b>\$ 50.00</b>
<b>Extra Inspections</b>	<b>\$ 50.00</b>

**Minor Accessory includes but is not limited to:** detached accessory constructions not requiring storm water management facilities **and / or** providing best management practices for storm water flow and infiltration **and** disturbing less than 5000 square feet of earth; **Simple applications** not defined as a major accessory or principal below.

**Major Accessory includes but is not limited to:** constructions attached to the principal, or primary building **or;** detached accessory constructions requiring storm water management facilities **and / or** disturbing more than 5000 square feet, but less than one acre of earth (written erosion and sediment control plans required);

**Primary includes** any initial principal construction **or** primary use establishment **and / or** other uses authorized by the Manheim Township Zoning Hearing Board.

**2022 FEE SCHEDULE (Effective January 3, 2022)**

<u><b>SUBJECT</b></u>	<u><b>FEE</b></u>		
<b><u>SEWAGE FEES, Primary SEO</u></b>	<b>Total Fees</b>	<b>SEO's Fees</b>	<b>Township's Fees</b>
Complete on-lot septic install Application	\$575.00	\$515.00	\$ 60.00
Minor on-lot septic repair Application OR Holding tank Application	\$185.00	\$155.00	\$ 30.00
Probe test (as many as needed per visit per lot)	\$105.00	\$ 95.00	\$ 10.00
Percolation test (a perc test requires two days for completion)	\$200.00	\$190.00	\$ 10.00
System design review and permit issuance	\$ 75.00	\$ 60.00	\$ 15.00
Final inspection	\$110.00	\$ 95.00	\$ 15.00
Site verification of prior testing, Existing system inspection, Interim inspection, Form B inspection, Sewage complaint investigation	\$ 85.00	\$ 75.00	\$10.00
Administrative tasks, Preparation for Hearing and/or Court appearance, planning module review, staking perc and probe site (per hour charge)	\$ 45.00	\$ 40.00	\$ 5.00
<p>The Sewage Enforcement Officer will collect the total fee amount for combined application services but will bill the Township only for the individual services completed in a monthly billing cycle. Fee checks will be made out to Manheim Township. All paperwork will be turned into the Township one week prior to Board of Supervisors regular meeting (Third Monday of each month) for approval. The Township will keep records of each application account.</p>			
<b><u>SEWAGE FEES, Alternate SEO</u></b>	<b>Total Fees</b>	<b>SEO's Fees</b>	<b>Township's Fees</b>
Probe Test (Does not include excavation)	\$190.00	\$175.00	\$ 15.00
Percolation test (Does not include excavation)	\$290.00	\$270.00	\$ 20.00

**2022 FEE SCHEDULE (Effective January 3, 2022)**

Residential Permit Issuance and Final Inspection	\$243.00	\$233.00	\$ 10.00
Complete on-lot septic system package	\$723.00	\$678.00	\$45.00
Site verification of prior testing, Existing system inspection, Form B inspection, Sewage complaint investigation, Preparation for Hearing and/or Court appearance, planning module review, staking perc and probe site (per hour charge)	\$ 94.00	\$ 89.00	\$ 5.00

Direct job costs will be charged when they apply (prints, copies, mileage, etc.).  
Subcontracted work will be charged at 1.3 times actual cost. Work involving expert testimony, legal disputes and contested conditions will be priced on a case by case basis.

Included in above hourly rates are all overhead costs such as accounting, clerical salaried, social security contributions, unemployment, taxes (payroll, etc.), insurance, employee benefits (sick leave, vacation, holidays, health insurance), telephone and computer charges.

**SUBDIVISION AND LAND DEVELOPMENT FEES - MUNICIPAL**

Filing fees by Plan Type:

Sketch Plan	\$ 50.00
Lot Add on	\$100.00
Revised Plan	\$100.00
Separation Plan	\$100.00
Minor Subdivision	\$100.00 + \$20.00 per lot
Preliminary Plan	\$200.00 + \$20.00 per lot
Final	\$250.00 after preliminary plan approval
Minor Land Disturbance	\$ 50.00
Major Land Disturbance	\$250.00

- Notes: 1. Modification requests submitted with original application - No charge  
 2. Modification requests submitted separately - \$50.00  
 2. The administrative fee is non-refundable.  
 3. Fees for improvement construction plans shall be the same as those for the final plan.

(Fees shall be paid at the time the application is submitted.)

**2022 FEE SCHEDULE (Effective January 3, 2022)**

Recreation Fee: \$1,000.00 per new building lot  
(Fees due prior to release of an approved plan)

In addition, applicants shall pay fees and expenses for the services of engineers and/or professional consultants retained by the Manheim Township Board of Supervisors to review and report on said plan applications. These fees are based upon the schedule attached hereto or charges invoiced to Manheim Township for specific reviews in cases where the professional consultant is not annually retained with a predetermined fee schedule.

All engineer and professional consultant's fees invoiced to Manheim Township, shall be invoiced to the applicant with a copy of the consultant's original invoice. All such fees shall be paid in full prior to release of any approved plan or, in cases in which improvements are secured by the posting of a bond, prior to release of such bond.

**SUBJECT**

**FEE**

**TOWNSHIP ENGINEER FEE SCHEDULE (RETTEW)**

See Appendix III

**MUNICIPAL SOLICITOR**

\$125.00 Per Hour

**OTHER TOWNSHIP FEES**

Display Fireworks Permit (\$25 MT, \$50 to Fire Chief/VFD)	\$ 75.00
Zoning Hearing Application Fee	\$ 500.00
Copies of Zoning or Subdivision Ordinance	\$ 20.00 each
Photocopies	\$ .25 each
Certification of Public Records	\$ 5.00
Purchase of Extra Bags for Solid Waste (Penn Waste)	\$ 7.00 each

**2022 FEE SCHEDULE (Effective January 3, 2022)**

<b><u>SUBJECT</u></b>	<b><u>FEE</u></b>
Authorized Late Fee for Solid Waste Invoicing	\$ 10.00
Return check charge	\$ 20.00
Advertising Fee for Quarterly Newsletter	\$ 20.00
Meeting Room Use Fee / Per Use	\$ 10.00
Refundable Key Deposit for Municipal Meeting Room Use or Electric Use at Manheim Adventure Community Park	\$ 25.00
Befouling Fee for lack of general clean up when using Municipal Meeting Room or Community Park Facilities	\$ 25.00
Recreation Facility Reservation; Per Facility, Per Day (Current Facilities: Athletic Field, Basketball Court & Pavilion. Note pavilion may be reserved by two parties provided neither party Has a group size exceeding 30 people)	\$ 20.00
Recreation Facility Reservation; Per Team, Per Facility, Per Week	\$ 50.00

Appendix I  
Resolutions  
556

# Commonwealth Code Inspection Service, Inc.

40 W. 11<sup>th</sup> Ave., Suite F  
York, Pa. 17404

717-846-2004 Phone  
717-846-2294 Fax

January 1, 2020

## Residential Inspection Prices

Residential inspection prices are for dwellings 0 to 2500 square feet. Dwellings over 2500 square feet will be charged an additional ten dollars per 100 square feet, which will be added to the total basic inspection fee. Fees are for a maximum of one inspection per category; additional inspections shall be billed at the minimum rate.

Footings.....	\$50.00	
Foundations.....	\$50.00	
Framing rough.....	\$50.00	
Plumbing rough.....	\$50.00	
Mechanical rough.....	\$50.00	
Electrical rough/service.....	\$50.00	
Energy rough .....	\$50.00	
Sprinkler rough.....	\$50.00	
Drywall.....	\$50.00	
<u>Final</u> .....	<u>\$50.00</u>	Including sprinkler if applicable
	\$500.00	Inspection Fees with Sprinkler
	\$450.00	Inspection Fees without Sprinkler
Application / processing Fee:	\$15	

Additional inspection fees may be assessed at not less than \$50.00 per visit as required due to the complexity, number of visits, or execution of the work being done. Small-scale projects will be priced depending on the complexity of the project, the length of the project, and the number of inspections required. Some examples are:

Mobile homes (or \$50 per trip).....	\$300.
HUD Foundations.....	\$100
Decks ( 2 trips; over 30").....	\$100.
Sheds (Over 1000 Sq. Ft. (1 trip only)....	\$50.
Fences (over 6').....	\$50.
Daycares (up to six kids).....	\$75
Daycares (over six kids up to 24).....	\$100
Foster Homes .....	\$65
Swimming Pools	
Above Ground .....	\$100
In Ground .....	\$150
Electrical Service	
Not Over 200Amp .....	\$60
Over 200 Amp - 400 Amp .....	\$75
Over 400 Amp Commercial Fee Applies	
Investigations .....	\$55
Return Trips .....	\$50
Duplicate Certificate Issuance.....	\$25
Sewer Laterals.....(per inspection).....	\$50
Sewage Pits.....	\$50
Grease Traps.....	\$50



## Residential Plan reviews

Residential R-3 & R-4 plan review fees are calculated as follows:

General residential (R-3 & R-4) housing and additions -		\$50.
Small alterations ( residential decks, fences over 6', porches, sheds, small additions etc...)-		\$25.
Sprinkler – NFPA 13R	\$0	(included in regular plan review)
Sprinkler – IRC	\$25	

# Commonwealth Code Inspection Service, Inc.

176 Doe Run Rd.  
Manheim, Pa. 17545

800-732-0043 Phone  
717-664-4953 Fax

January 1, 2021

## CONSOLIDATED COMMERCIAL FEE SCHEDULE

### Commercial Inspection Fees

The fee schedule for inspections is based upon the latest building valuation data report of square foot construction costs published by the ICC valuation service, with a regional modifier applied. Actual cost submitted to, and accepted by, the Municipality may also be used. There is a \$50 Application/Processing charge applied to all projects submitted on this fee schedule.

Large projects that require long term multiple inspections (progressive inspections) are calculated as follows:

**Projects with a total construction cost of \$0.00 to \$499,999.99\***

Total construction cost X .002 = insurance cost  
+ Estimated length of project in weeks X \$50. = labor & travel cost  
= Total  
or no less than \$50. Per trip based on scope and complexity of the project.

**Projects with a total construction cost of \$500,000.00 to \$2,000,000.00\***

Total construction cost X .002 = insurance cost  
+ Estimated length of project in weeks X \$50. = labor & travel cost  
= Total  
or no less than \$50. Per trip based on scope and complexity of the project.

**Projects with a total construction cost of > \$2,000,000.00 to \$6,000,000.00\***

\$4000.00 + [(Total construction cost - \$2,000,000) X .0009] = insurance cost  
+ Estimated length of project in weeks X \$45. = labor & travel cost  
= Total

**Projects with a total construction cost of >\$6,000,000.00 to \$10,000,000.00\***

\$7600.00 + [(Total construction cost - \$6,000,000) X .0008] = insurance cost  
+ Estimated length of project in weeks X \$40. = labor & travel cost  
= Total

**Projects with a total construction cost of > \$10,000,000.00 to \$30,000,000.00\***

\$10800.00 + [(Total construction cost - \$10,000,000) X .00075] = insurance cost  
+ Estimated length of project in weeks X \$40. = labor & travel cost  
= Total

**Projects with a total construction cost of >\$30,000,000.00 to \$50,000,000.00\***

\$25800.00 + [(Total construction cost - \$30,000,000) X .0007] = insurance cost  
+ Estimated length of project in weeks X \$40. = labor & travel cost  
= Total

**Projects with a total construction cost of >\$50,000,000.00 to \$100,000,000.00\***

$$\begin{aligned}
 & \$39800.00 + [(Total\ construction\ cost - \$50,000,000) \times .00065] = \text{insurance cost} \\
 + & \frac{\text{Estimated length of project in weeks} \times \$40. = \text{labor \& travel cost}}{} \\
 = & \text{Total}
 \end{aligned}$$

**Projects with a total construction cost of >\$100,000,000.00 to \$200,000,000.00\***

$$\begin{aligned}
 & \$72300.00 + [(Total\ construction\ cost - \$100,000,000) \times .0006] = \text{insurance cost} \\
 + & \frac{\text{Estimated length of project in weeks} \times \$40. = \text{labor \& travel cost}}{} \\
 = & \text{Total}
 \end{aligned}$$

**Projects with a total construction cost of >\$200,000,000.00 to \$350,000,000.00\***

$$\begin{aligned}
 & \$132000.00 + [(Total\ construction\ cost - \$200,000,000) \times .00055] = \text{insurance cost} \\
 + & \frac{\text{Estimated length of project in weeks} \times \$40. = \text{labor \& travel cost}}{} \\
 = & \text{Total}
 \end{aligned}$$

**Projects with a total construction cost of >\$350,000,000.00 to \$500,000,000.00\***

$$\begin{aligned}
 & \$214500.00 + [(Total\ construction\ cost - \$350,000,000) \times .0005] = \text{insurance cost} \\
 + & \frac{\text{Estimated length of project in weeks} \times \$40. = \text{labor \& travel cost}}{} \\
 = & \text{Total}
 \end{aligned}$$

The inspection fees for Mechanical, Plumbing, Electrical, Energy, Accessibility and Fire Protection are computed at 25 percent of the Building inspection fee for each discipline. Multiple prime contracts will be computed the same as a building inspection fee and combined prime contract fees shall be no less than a single contract fee, distributed on a percentage of total basis.

**Inspection Fee Example:**

Type of Construction: 2C  
Use Group: B

Height: 1 story, 12 feet  
Area/Floor: 10,000 sq. ft.

<b>Solution</b>		
1	Gross square footage: 1 story X 10,000 square feet	10,000 sq. ft.
2	Compute estimated construction value	
	Type of construction factor	1.02
	Gross area modifier	67
	Estimated construction value (30000 X 1.02 X 67	\$683,400.00
3	Compute plan review fee	
	Building: \$683,400. X .002	\$1,366.80
	Mechanical, Plumbing, Electrical: (.25 X \$1366.80) X 3	\$1,025.10
4	Total inspection fees	\$2,391.90
5	Commonwealth Discount fee: X .80 (if applicable**)	\$1,914

\*Pricing schedules assume that the project will not cause an increase in our insurance costs.

\*\*Smaller projects may be calculated at \$100 per inspection category, but no less than \$50 per category.

\*\*\*Discounts may be given for warehouses, building shells, or repetitive work at the discretion of the plan review and inspection departments

## Commercial Plan Reviews

We will perform commercial plan reviews. Our Commercial Plan review fees (\$150 minimum) are calculated according to the ICC Valuation Service or actual cost of construction as follows:

Estimated Construction Value \$ 0. to \$ 1,250,000. = Construction value X .0015  
(\$150 Minimum)

Estimated Construction Value \$ 1,250,000. to \$ 5,000,000. = \$1,875. + (.0005 X construction value over \$1,250,000.)

Estimated Construction Value over \$5,000,000. = \$3,750. + (.0004 X construction value over \$5,000,000.)

Plan review for mechanical, plumbing, electrical, energy, accessibility and fire protection are computed at 25% of the building plan review fee for each discipline.

Special pricing may be given to buildings such as warehouses due to their relative simplicity or structures with repetitive features such as high rise buildings

**Plan Review Fee Example:**

Type of Construction: 2C

Use Group: B

Height: 3 stories, 35 feet

Area/Floor: 10,000 sq. ft.

Solution		
1	Gross square footage: 3 stories X 10,000 square feet	30,000 sq. ft.
2	Compute estimated construction value	
	Regional Modifier	1.02
	Square foot cost of construction	67
	Estimated construction value (30000 X 1.02 X 67*	\$2,050,200.00
3	Compute plan review fee	
	Building: \$1,875 + (2,050,200 - \$1,250,000) X (.0005)	\$2,275.00
	Mechanical, Plumbing, Electrical: (.25 X \$2,275) X 3	\$1,706.25
4	Total ICC Based plan review fee	\$3,981.25

\* (Gross area modifier of 67 as example, actually based on the average building cost per square foot in the geographic area.)  
This formula does not reflect changes that ICC may have made to their fee schedule. We will use other plan review services that meet our criteria for consistent quality and charge the same or less than ICC reviews.

Plan reviews covering the requirements of mechanical and plumbing codes are available, each for a fee of 25% of the applicable building code review fee. Plan reviews for the requirements of the electrical code shall be provided at a fee of 35% of the applicable building code review fee, excluding reviews for any use included in the "I" (Institutional) use group classification. Reviews done for the excluded use classification shall be based upon the degree of complexity

A preliminary plan review is available for a fee of 50% of the full plan review fee cost.

Preliminary plan review addresses such code requirements as: use and occupancy classification, type of construction, height and area calculations, means of egress, and fire restrictive construction requirements.

The preliminary plan review fee shall be credited towards the cost of a complete building code plan review conducted by Commonwealth Code Inspection Service, Inc.

Expedited or "fast track" plan reviews may be available as time and work-load allow. Expedited plan reviews shall be charged at 150% of the regular rate.

**CHECKS FOR PLAN REVIEW FEES SHALL BE MADE PAYABLE TO:**

**Commonwealth Code Inspection Service, Inc. (CCIS).**

Appendix III  
Resolution  
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# MANHEIM TOWNSHIP (YORK COUNTY) 2022 RATE SCHEDULE

Position	Hourly Rate
Administrative Assistant, Assistant Community Development Specialist, CAD Operator, GIS Technician 1	\$88.00
Community Development Specialist 1, Designer 1, Environmental Scientist 1, Geologist 1, Geoscientist 1, GIS Analyst 1, Landscape Architect/Designer 1, Project Technician, Resident Project Representative 1, Site Designer 1, Soil Scientist 1	\$99.00
Designer 2, Engineer 1, Environmental Scientist 2, Geologist 2, Geoscientist 2, GIS Analyst 2, MS4 Coordinator, Project Surveyor 1, Project Technician 1, Resident Project Representative 2, Soil Scientist 2	\$110.00
Community Development Specialist 2, Engineer 2, Geoscientist 3, GIS Analyst 3, Landscape Architect/Designer 2, Resident Project Representative 3, Site Designer 2, Soil Scientist 3	\$128.00
Biologist 3, Community Development Specialist 3, Engineer 3, Environmental Scientist 3, Geologist 3, Landscape Architect/Designer 3, Project Manager 1, Sr. GIS Analyst 1, Sr. MS4 Coordinator, Sr. Resident Project Representative, Sr. Soil Scientist 1	\$146.00
Project Manager 2, Sr. Community Development Specialist, Sr. Engineer 1, Sr. Environmental Scientist 1, Sr. Geologist 1, Sr. GIS Analyst 2, Sr. Landscape Architect/Designer 1, Sr. Soil Scientist 2, Sr. Surveyor 1	\$165.00
Chief Engineer, Project Manager 3, Sr. Engineer 2, Sr. Geotechnical Engineer, Sr. Landscape Architect/Designer 2, Sr. Project Manager	\$202.00
Key Personnel	Hourly Rate
Doug Kollmar, Primary Contact	\$128.00
Jim Caldwell	\$146.00

**NOTES:**

*Overtime may be charged at a rate of 1½ times the above rates for specific employees, as required by federal law.*

*Invoices will be rendered monthly and are payable upon receipt. Charges are subject to revision.*

Expense	Rate
Mileage	Current federally allowable rate
Photocopies	\$.35/each
Postage and Certified Mail	Cost
Prints	\$.65/SF
Overnight mail (FedEx, etc.), miscellaneous travel expenses (parking, tolls, etc.), field supplies, title searches, subconsultants/subcontractors, testing, filing/application fees, GIS data	Cost + 15%

