


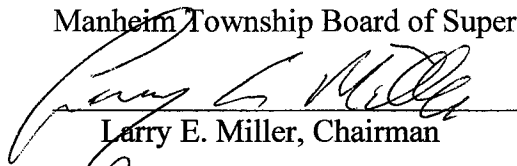
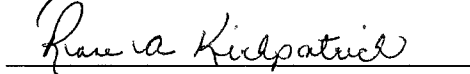

RESOLUTION NO. 562

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 amended schedule of fees for services and charges, attached to and made part of this Resolution No. 562, is established and will be effective on February 27, 2023, through the remainder of 2023, or until amended by Resolution.

Enacted this 27th day of February 2023.


Secretary

Manheim Township Board of Supervisors

Larry E. Miller, Chairman

Rose A. Kirkpatrick, Vice Chairman

Nathan D. Osborne, Supervisor

2023 FEE SCHEDULE (Effective January 3, 2023)

<u>SUBJECT</u>	<u>FEE</u>
<u>PAUCC Construction Permits (Paid to CVCOG Contractor)</u>	See Appendix I
<u>PAUCC State training charge (Collected by Manheim Township)</u>	\$4.50
<u>PAUCC Appeals:</u>	
Municipal Application Fee	\$50.00
York County UCC Board of Appeals Fees:	
Application Fee	\$500.00
Additional Fee for <u>each</u> Appeal or Variance Requested (stenographic fees charged additionally, see Appendix II)	\$250.00

Zoning Permits: (Paid to Commonwealth Code Inspection Services) See Appendix 2

<u>SEWAGE FEES, Primary SEO</u>	Total Fees	SEO's Fees	Township's Fees
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

2023 FEE SCHEDULE (Effective January 3, 2023)

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

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.

<u>SEWAGE FEES, Alternate SEO</u>	Total Fees	SEO's Fees	Township's Fees
Probe Test (Does not include excavation)	\$190.00	\$175.00	\$ 15.00
Percolation test (Does not include excavation)	\$290.00	\$270.00	\$ 20.00
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.

2023 FEE SCHEDULE (Effective January 3, 2023)

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.)

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

2023 FEE SCHEDULE (Effective January 3, 2023)

OTHER TOWNSHIP FEES

Zoning Hearing Application Fee	\$ 750.00
Photocopies	\$.25 each
Certification of Public Records	\$ 5.00
Purchase of Extra Bags for Solid Waste (Penn Waste)	\$ 7.25 each

SUBJECT

FEE

Authorized Late Fee for Solid Waste Invoicing	\$ 10.00
Return check charge	\$ 25.00
Advertising Fee for Quarterly Newsletter	\$ 20.00
Meeting Room Use Fee / Per Use	\$ 10.00
Befouling Fee for lack of general clean up when using Municipal Meeting Room	\$ 25.00
Refundable Key Deposit for Municipal Meeting Room Use or Electric Use at Manheim Adventure Community Park	\$ 25.00
Resident Fee - \$20.00 pavilion; Facility usage fee \$35.00; Total due \$55.00. Additional \$10.00 electric usage fee if electric is provided.	
Non-Resident Fee: \$40.00 pavilion; Facility usage fee \$35.00; Total due \$75.00. Additional \$10.00 electric usage fee if electric is provided.	
Recreation Facility Reservation; Per Team, Per Facility, Per Week	\$ 50.00

Appendix 1

Commonwealth Code Inspection Service, Inc.

40 West Eleventh Avenue, Suite F
York, Pa. 17404

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

January 1, 2023

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. A \$50 Application/Processing charge is 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 the project in weeks X \$50. = labor & travel cost
= Total
or no less than \$50. Per trip based on the 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 the project in weeks X \$50. = labor & travel cost
= Total
or no less than \$50. Per trip based on the 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 the 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 the 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 the 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 the project in weeks X \$40. = labor & travel cost
= Total

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 reviews 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 an 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 its 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 electrical code requirements 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 on the degree of complexity

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

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 workload 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
2

Commonwealth Code Inspection Service, Inc

40 W. 11th Ave., Suite F
York, PA 17404

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

January 1, 2023

Zoning Fee Schedule

Residential Zoning Fees

Residential fees are a flat rate that are applied to all residential work being performed. Fee prices are for a maximum of one inspection per category. Additional and failed inspections shall be billed at the minimum rate.

Ordinary Inspections

Plan Review	\$60
Stake out.....	\$60
Stormwater Management.....	\$60
Stormwater Management Final.....	\$60
Final Zoning (Use and Occupancy)	\$60

Other Inspections

Enforcement of work commenced without permit..... \$60

Additional inspections may be required after issuance of zoning permits as determined by the Zoning Officer. These inspections may be assessed at not less than \$60 per visit as required due to the complexity, number of visits, or execution of work being done.

Commercial Zoning Fees

Commercial fees are a flat rate that are applied to all commercial work being performed. Fee prices are for a maximum of one inspection per category. Additional and failed inspections shall be billed at the minimum rate.

Ordinary Inspections

Plan Review.....	\$100
Stake out	\$100
Stormwater Management	\$100
Stormwater Management Final.....	\$100
Final Zoning (Use and Occupancy)	\$100

Other Inspections

Enforcement of work commenced without permit..... \$100

Additional inspections may be required after issuance of zoning permits as determined by the Zoning Officer. These inspections may be assessed at not less than \$100 per visit as required due to the complexity, number of visits, or execution of work being done.

- *Field Enforcement Services \$60 per hour (billed to municipality)
- **Court Enforcement Services \$75 per hour (collected as court costs)
- ***Night/Weekend Meetings..... \$60 per hour (two hour minimum billed to municipality)

Commonwealth Code Inspection Service, Inc.

40 W. 11th Ave., Suite F
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January 1, 2023

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.....	\$60.00	
Foundations.....	\$60.00	
Framing rough.....	\$60.00	
Plumbing rough.....	\$60.00	
Mechanical rough.....	\$60.00	
Electrical rough/service.....	\$60.00	
Energy rough	\$60.00	
Sprinkler rough.....	\$60.00	
Drywall.....	\$60.00	
<u>Final</u>	<u>\$60.00</u>	Including sprinkler if applicable
	\$600.00	Inspection Fees with Sprinkler
	\$540.00	Inspection Fees without Sprinkler
Application/Processing Fee:	\$15	

Additional inspection fees may be assessed at not less than \$60.00 per visit as required due to the complexity, the number of visits, or the execution of the work being done. Additional required inspections will be charged at the per-inspection category rate. 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.	Not Over 200Amp	\$65
HUD Foundations.....	\$100	Over 200 Amp - 400 Amp	\$75
Decks (2 trips; over 30").....	\$120.	Over 400 Amp Commercial Fee Applies	
Sheds (Over 1000 Sq. Ft. (1 trip only)....	\$60.	Investigations/On-site consultations.....	\$60
Fences (over 6').....	\$60.	Return Trips	\$60
Daycares (up to six kids).....	\$75	Initial Certificate.....	\$0
Daycares (over six kids up to 12).....	\$100	Duplicate Certificates.....	\$25
Foster Homes	\$65	Sewer Laterals.....(per inspection).....	\$60
Swimming Pools		Sewage Pits.....	\$60
Above Ground	\$120	Grease Traps.....	\$60
In Ground	\$240		

Electrical Service

Residential Plan reviews

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

General residential (R-3 & R-4) housing and additions -	\$60.
Small alterations (residential decks, fences over 6', porches, sheds, small additions, etc...)-	\$30.
Sprinkler – NFPA 13D	\$30
Sprinkler – IRC	\$30

*Telephone/email consultations \$0 – On-site consultations charged as an inspection

**BCO services/support \$0

***Field Enforcement Services charged as inspection

****Court Enforcement Services \$75 per hour with 2-hour minimum (Added as Court Costs)

COST CONTROL AND RATES >

No-Charge Services

As part of being selected as Manheim Township's retained engineer, HRG will provide the following services at no-charge to the Township:

- > Maintain a staff of knowledgeable, trained and experienced personnel in readiness to serve the Township with reasonable dispatch. Designate qualified individuals within the respective disciplines required for service in planning, construction, environmental, transportation and regulatory services.
- > Designate a specific individual to represent Township at meetings of the Township Supervisors and Planning Commission as requested. Designate other qualified engineering staff to attend other special meetings when requested by the Township.
- > Provide services and reports within a reasonable period of time, to meet an established meeting agenda schedule of deadlines.
- > Endeavor to inform Township of impending changes in regulatory and/or engineering requirements and opportunities for grants and/or technical assistance beneficial to the Township.

Meeting Attendance

There is no additional per meeting fee. Meeting fees will be at our standard time and materials rate for as-requested Township Supervisors meetings. Planning Commission meetings are also billed at our standard time and materials rate but are typically passed through to the Developer.

SALDO & SWM Review and Inspection Services

For review of Developer's submitted information and on-site inspection, on an hourly basis plus reimbursable expenses based upon the current HRG Fee Schedule. Minimum period of time billed is 0.1 hours.

Task-Based Services

For engineering assistance provided to Manheim Township as Task-Based Services HRG shall:

- > Undertake specific projects for the Township that have a finite scope of work and are relatively larger in scale. Under the direction of Township Supervisors, HRG will prepare a proposal describing the scope of work, a proposed fee, on either a lump sum or on an hourly plus reimbursable expense basis, and an estimated project schedule. If the proposal is accepted by the Township, HRG will tract the project with an independent project number.
- > Typical tasks are assumed to be, but not limited to: performing investigations, studies, and reports relating to engineering matters, including fiscal, operational, and planning studies including but not limited to, traffic signals, street lights, storm water management systems, traffic flow and control and wastewater collection and conveyance.



2022 HRG RATES	
BILLING CATEGORIES	RANGE
Administration I	\$55 - \$70
Administration II	\$70 - \$85
Environmental Scientist I	\$85 - \$110
Environmental Scientist II	\$110 - \$135
Senior Environmental Scientist	\$135 - \$145
Planner I	\$85 - \$105
Planner II	\$105 - \$130
Senior Planner	\$130 - \$145
Landscape Architect I	\$85 - \$110
Landscape Architect II	\$110 - \$130
Senior Landscape Architect	\$130 - \$145
Surveyor I	\$70 - \$95
Surveyor II	\$95 - \$125
Senior Surveyor	\$125 - \$145
GIS Professional I	\$85 - \$115
GIS Professional II	\$115 - \$135
Senior GIS Professional	\$135 - \$155
Resident Project Representative I	\$70 - \$105
Resident Project Representative II	\$105 - \$125
Senior Resident Project Representative	\$125 - \$145
Junior Technician	\$60 - \$70
Technician I	\$85 - \$110
Technician II	\$110 - \$135
Senior Technician	\$135 - \$150
Financial Services Professional I	\$105 - \$130
Financial Services Professional II	\$130 - \$140
Senior Financial Services Professional	\$140 - \$155
Engineering Professional I	\$110 - \$130
Engineering Professional II	\$130 - \$150
Project Engineer	\$150 - \$160
Senior Project Engineer	\$160 - \$175
Assistant Project Manager	\$125 - \$150
Project Manager	\$150 - \$165
Senior Project Manager	\$165 - \$175
Operations Manager/Senior Technical Leader	\$160 - \$190
Principal	\$175 - \$190

All non-exempt employees have overtime rates of 1.5 times their normal billing rate.

- **PLEASE NOTE:** HRG adjusts the rate schedule annually to reflect the cost of doing business for the coming year. This rate schedule is effective January 1, 2022 through December 31, 2022.

Plans should be mailed to:

Steven Malesker P.E., CBSI

Team Leader | Transportation

Herbert, Rowland & Grubic, Inc.

CGA Professional Center, 135 North George Street

York, PA 17401

717.893.2636(office) 717-515-5953(cell)

smalesker@hrg-inc.com