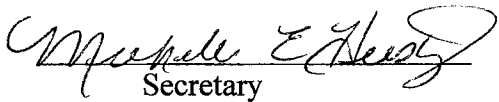


**RESOLUTION NO. 567**

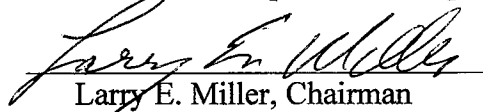
A Resolution of the Township of Manheim, York County, Pennsylvania, establishing an annual fee schedule for the various services and charges of Manheim Township.

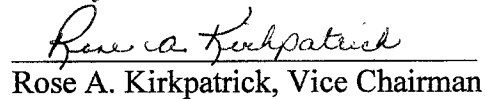
Be it resolved and enacted, and it is hereby resolved and enacted by the Board of Supervisors of the Township of Manheim, York County, Pennsylvania, that the schedule of fees for services and charges, attached to and made part of this Resolution No. 567, is established and will be effective on January 2, 2024 through the remainder of 2024, or until amended by Resolution.

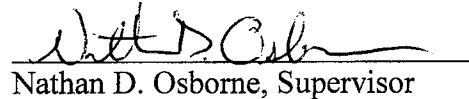
Enacted this 2nd day of January 2024.

  
Secretary

Manheim Township Board of Supervisors

  
Larry E. Miller, Chairman

  
Rose A. Kirkpatrick, Vice Chairman

  
Nathan D. Osborne, Supervisor

**2024 FEE SCHEDULE (Effective January 2, 2024)**

<b><u>SUBJECT</u></b>	<b><u>FEE</u></b>
<b><u>PAUCC Construction Permits (Paid to Commonwealth Code Inspection Services)</u></b> See Appendix I	

<b><u>PAUCC State training charge (Collected by Manheim Township)</u></b>	<b>\$4.50</b>
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**PAUCC Appeals:**

Municipal Application Fee	\$50.00
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**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:**

Fence Permit	\$ 50.00
Driveway Permit	\$ 50.00
Minor Accessory	\$ 90.00
Major Accessory	\$190.00
Primary	\$400.00
Extra Inspections	\$ 50.00

**Minor Accessory includes but is not limited to:** detached accessory construction 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 application not defined as a major accessory or principal below. Examples: sheds smaller than 500 sq ft, pools, well permits, run in sheds, temporary green houses.

**Major Accessory includes but in 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.

<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

**2024 FEE SCHEDULE (Effective January 2, 2024)**

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

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.

<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
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

**2024 FEE SCHEDULE (Effective January 2, 2024)**

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.)

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.

**2024 FEE SCHEDULE (Effective January 2, 2024)**

**SUBJECT**

**FEE**

**TOWNSHIP ENGINEER FEE SCHEDULE (HRG)**

See Appendix III

**MUNICIPAL SOLICITOR**

\$125.00 Per Hour

**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; see online application; fees vary.	

Appendix 1

# Commonwealth Code Inspection Service, Inc.

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

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

## 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

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

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

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

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

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

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

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

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

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 the total basis.

**Inspection Fee Example:**

Type of Construction: 2C                                      Height: 1 story, 12 feet  
 Use Group: B    Area/Floor: 10,000 sq. ft.

Solution		
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 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  
Height: 3 stories, 35 feet

Use Group: B  
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 "T" (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).



# 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

## 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	
Final.....	\$60.00	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)



## 2024 RATES

Labor Categories	Range
Administration I	\$65 - \$80
Administration II	\$80 - \$95
Environmental Scientist I	\$90 - \$120
Environmental Scientist II	\$120 - \$150
Senior Environmental Scientist	\$150 - \$155
Planner I	\$95 - \$120
Planner II	\$120 - \$145
Senior Planner	\$145 - \$175
Landscape Architect I	\$90 - \$120
Landscape Architect II	\$120 - \$145
Senior Landscape Architect	\$145 - \$165
Surveyor I	\$75 - \$110
Surveyor II	\$110 - \$140
Senior Surveyor	\$140 - \$165
GIS Professional I	\$90 - \$125
GIS Professional II	\$125 - \$140
Senior GIS Professional	\$140 - \$165
Resident Project Representative I	\$75 - \$120
Resident Project Representative II	\$120 - \$140
Senior Resident Project Representative	\$140 - \$160
Junior Technician	\$75 - \$85
Technician I	\$95 - \$125
Technician II	\$125 - \$145
Senior Technician	\$145 - \$170
Financial Specialist	\$115 - \$145
Financial Analyst	\$145 - \$160
Financial Strategist	\$160 - \$185
Engineering Professional I	\$125 - \$150
Engineering Professional II	\$150 - \$170
Project Engineer	\$170 - \$180
Senior Project Engineer	\$180 - \$200
Assistant Project Manager	\$145 - \$170
Project Manager	\$170 - \$190
Senior Project Manager	\$190 - \$200
Operations Manager/Senior Technical Leader/Principal	\$175 - \$215

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

**PLEASE NOTE:** Herbert, Rowland & Grubic, Inc., (HRG) adjusts the rate schedule annually to reflect the cost of doing business for the coming year. This rate schedule is effective January 1, 2024 through December 31, 2024.



## 2024 CURRENT BILLABLE EXPENSES

All Terrain Vehicle	\$100.00/Day
Copies/Prints	
Color	\$ .40/Copy
Black & White	\$ .15/Copy
Wide Format Printing/Copying	\$.50/Square Foot
Concrete Monuments	\$30.00/Each
Hydrographic System	\$100.00/Day
Lodging	At Cost
Maps, Permits, Licenses	At Cost
Meals	At Cost
Mileage	IRS Allowable
Miscellaneous Charges	At Cost
Pocket Colorimeter	\$50.00/Day
Postage	As Weighed
Sub-Surface Inspection Pole Camera	\$75.00/Day
Technology Equipment Charge	\$150.00/Day
Traffic Counters	\$25.00/Day

All expenses are subject to a 10% markup, including, but not limited to travel, printing, postage, survey supplies, etc.

**PLEASE NOTE:** Herbert, Rowland & Grubic, Inc., (HRG) adjusts the current billable expenses annually to reflect the cost of doing business for the coming year. These expenses are effective January 1, 2024 through December 31, 2024.