

**HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF SUPERVISORS
AGENDA FOR ORGANIZATIONAL/REGULAR MEETING
MUNICIPAL BUILDING & STREAMING VIA ZOOM**

<https://us02web.zoom.us/j/83808505103?pwd=K3hzOXNUOWNJSUxRYnZpVnpxZUo2QT09>

Meeting ID: 838 0850 5103

Passcode: 682298

JANUARY 3, 2022 – 7:00 PM

Call meeting to order; pledge to the flag.

Organization of Board for 2022 –

Appoint Temporary Secretary

Appoint Temporary Chairman

Nominate & Elect Chairman & Vice-Chairman

Appoint Secretary

Appoint Treasurer

Public Hearings –

Ordinance No.1-2022 – An Ordinance amending the Hopewell Township, York County Zoning map by creating a Solar Energy Overlay district and amending the Zoning Ordinance by permitting accessory solar energy systems (ASES) and principal Solar Energy Systems (PSES) and providing definitions for such.

Ordinance No. 2-2022 – An Ordinance of Hopewell Township, York County, amending the Township’s code of ordinances to provide regulations for accessory solar energy systems (ASES) and principal solar energy systems (PSES).

Appointments for 2022 – Consider list as presented.

2022 State (PSATS) Convention (4/24-4/27) – Certify attending delegates and a voting delegate.

County Convention – Consider approval of attendance & mileage reimbursement for eligible officials who attend York County Association of Townships of the Second-Class convention to be held October 20, 2022.

Affirm Supervisors Employed by Township – Consider motion to affirm appointment of Aaron Manifold, David Wisnom and John O’Neill as Supervisors employed by the Township on an “as needed” basis and set wages as determined by Auditors.

Minutes – Consider approval of Regular Meeting minutes of December 2, 2021.

Treasurer's Report/Invoices – Consider approval of December 31, 2021 Treasurer's Report and Invoices listed in this report and previously reviewed.

Establish the amount of the Treasurer's Bond for 2022, currently \$2.5 million.

Roads Report –

Previously approved tree to be removed on Ridge Meadow Road was completed- Still needs stump removed

Shaw Road- Preparations for 2022 paving completed

Tree trimming

Winter Maintenance

SALDO – None

Solicitor's Report –

Resolution #01-2022 – Consider adopting Tax Cert fees for 2022

Resolution #02-2022 – Consider adopting Certain Fees and Charges for 2022

Resolution #3-2022 – Consider appointing Depository Institution for 2022

Additional follow up items

Other Business –

Jones- 201 High Street – Consider reimbursement for transfer taxes paid in error.

HARP/ Barrens Road Purchase – Recreation Fees

Employee Covid Policy

Public Comment

Adjournment.

**HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF SUPERVISORS
ORGANIZATIONAL MEETING, PUBLIC HEARING, REGULAR MEETING
MINUTES FOR JANUARY 3, 2022
HOPEWELL TOWNSHIP MEETING ROOM & ZOOM
7:00 PM**

Chairman Aaron Manifold called the January 3, 2022, Board of Supervisors meeting to order at 7:00 p.m. Also in attendance were Supervisors David Wisnom and John O'Neill, Attorney Cory Dillinger and Manager, Katie Berry.

Chairman Manifold welcomed all and stated that before starting the regular meeting they would begin with the re-organization. Manifold entertained a motion to appoint a temporary Secretary. Supervisor Wisnom motioned to appoint Katie Berry as temporary Secretary. Supervisor O'Neill seconded the motion. Motion carried. Chairman Manifold motioned for appointment of temporary Chairman and appointed Supervisor John O'Neill. Supervisor Wisnom seconded. Motion carried. Supervisor Wisnom motioned to Appoint John O'Neill as Chairman and Aaron Manifold as Vice Chairman; Chairman Manifold seconded the motion. Motion carried. Supervisor Manifold Appointed Katie Berry as Secretary. Chairman O'Neil seconded the motion. Motion carried. Supervisor Wisnom motioned to appoint Katie Berry as Treasurer; Chairman O'Neil seconded the motion. Motion carried.

Public Hearings

Ordinance No. 1-2022- An ordinance amending Hopewell Township Zoning map by creating a Solar Energy Overlay district and amending the Zoning Ordinance by permitting accessory solar energy systems (ASES) and principal solar energy systems (PSES) and providing definitions for such.

Ordinance No. 2-2022- An ordinance of Hopewell Township, amending the townships code of ordinances to provide regulations for accessory solar energy systems (ASES) and principal solar energy systems (PSES). William Streett of 16572 N Barrens Rd asked for an explanation more in detail due to his son wanting to put solar panels on his house. Chairman O'Neill explained that this ordinance is very different from putting solar panels on your house. Attorney Dillinger stepped explained that accessory panels are what you would put on your personal house and principal would be for large solar farms. Dillinger presented the overlay map and presented the three areas that could only be designated for large solar farms and explained the provisions. Supervisor Manifold explained further that the primary use of this ordinance was not to restrict for personal use. It had never been covered in any of our zoning ordinances. Having an Ordinance in place will help to regulate the areas and provisions should a company be interested in Hopewell. The Ordinance been reviewed by the Township planning commission as well as the York County Planning Commission. Ron and Linda Abey of 16669 Bowman School Rd asked to have the 3 areas pointed out on the map again and asked if there are any plans in the process. They are concerned that one of the zones will run through their yard and

decrease the value of their property. Manifold explained that there have been no plans yet, but most farmers have received mailers from solar companies but no official inquiries to the township. Manager, Katie Berry confirmed the Township has not received any permit applications. Manifold explained in more detail, that this ordinance is to 'get ahead of the game' and limit to where these solar farms can go. With no Ordinance in place these farms could have potentially requested to go anywhere within the Township. Dan Fowler of 9313 Blue Ball Rd E. Hopewell Twp. asked if this became a topic because there was a recommendation. Supervisor Manifold stated that he was the one that started the process so the township could be reactive and prepared. Fowler asked if the Ordinance could have any impact on the Clean and Green Tax and asked if this ordinance be publicly available. Supervisor Manifold explained Clean and Green is a state program that is run by the County and Secretary Katie Berry confirmed the Ordinance is already available for review by the public (as stated in the legal advertisement). Linda Abey asked how the Board determined the overlays. Supervisor Manifold answered that the Planning Commission determined the overlays as well as advise from our Solicitors. Steve Boyer of 14979 Leib School Rd asked these solar companies could go outside of the zones. Chairman O'Neill stated this ordinance won't allow for these solar companies to go outside of the zones. Supervisor Manifold answered they would have to go to a zoning hearing. Linda Abey and Steve Boyer both asked if there is any way to stop this Ordinance, what happens next, and can the Township decide not to adopt? Chairman O'Neill answered to say the hearing tonight will decide once all public comments are heard. The Board expressed they are very happy to have residents here tonight. Lorie Dehoff of 19881 Five Forks Rd asked for copy of ordinance, Secretary Berry is emailing to her. She also found info that within the solar farms there still can be agriculture and crops grown and do we know what kind. Supervisor Manifold responded that it would be very small and low ground covering and small sheep that won't jump up to break the panels.

Chairman O'Neill made a motion to close the hearing. Supervisor Manifold seconded the motion. Motion carried. Chairman O'Neill closed the hearing and asked for motions to adopt Ordinance No. 1-2022. Supervisor Manifold made the motion and Supervisor Wisnom seconded. Motion carried. Chairman O'Neill stated that the ordinance is now adopted and will be enacted in 5 days following this meeting. Chairman O'Neill asked for a motion to adopt Ordinance No. 2-2022. Supervisor Wisnom motioned, and Chairman O'Neill seconded. Ordinance adopted and will be enacted in 5 days following this meeting.

Appointments for 2022- Chairman O'Neill asked for a motion to accept the appointments that are posted. Supervisor Manifold motioned, and Supervisor Wisnom seconded. Motion carried. (See Exhibit A attached)

2022 State (PSATS) Convention (4/24-4/27)- Chairman O'Neill asked for a motion to certify a voting delegate. Supervisor Manifold motioned for Secretary Katie Berry. Chairman O'Neil seconded. Motion carried. Chairman O'Neill asked for a motion to certify attending delegates. Supervisor Manifold motioned for Board of Supervisors and Township Manager. Chairman O'Neill seconded. Motion carried.

County Convention- Chairman O'Neill asked for a motion to approve attendance and mileage reimbursement for eligible attendees on October 20, 2022. Supervisor Wisnom motioned, and Chairman O'Neill seconded. Motion carried.

Affirm Supervisors Employed by Township- Chairman O'Neill asked for motion to affirm appointments of Aaron Manifold, David Wisnom and John O'Neill as Supervisors employed by the Township on an as needed basis. Supervisor Manifold motioned and Chairman O'Neill seconded. Motion carried.

Minutes- Chairman O'Neill motioned to approve the regular Board of Supervisors minutes of December 2, 2021, Supervisor Wisnom motion and Supervisor Manifold seconded. Motion carried.

Treasurer's Report/Invoices- Chairman O'Neil asked for motion to approve Treasures report and invoices. Supervisor Manifold motioned to approve, and Chairman O'Neill seconded. Motion carried. Treasures bond needs to be established which is currently at 2.5 million. Supervisor Manifold motioned to set the Treasures bond for 2022 at 2.5 million. Supervisor Wisnom seconded. Motion carried.

Roads Report- Supervisor Manifold stated the road crew has been staying busy with 2022 snow prep., as well as bank and tree/stump debris removal on Shaw Rd. A tree was removed on Ridge Meadow and Gemmill. The tree stump still needs removed. They have posted notices for more trimming this winter as well.

SALDO- None

Solicitor's Report- Attorney Dillinger presented three Resolutions to the Board. #1-2022 Tax Cert Fees. Supervisor Wisnom motioned to adopt Resolution #1-2022 and Chairman O'Neill seconded. Motion carried. Resolution #2-2022 Certain Fees and Charges for 2022. Supervisor Manifold mentioned there were some minor fee increases. (See exhibit B attached). Chairman O'Neill asked for a motion to adopt these fees. Supervisor Manifold motioned, and Supervisor Wisnom seconded. Motion carried. Resolution #3-2022- Appointing Depository Institutions for 2022. Supervisor Wisnom motioned to adopt, and Chairman O'Neill seconded. Motion carried. Attorney Dillinger also discussed updating MPL to modify the MPC. Chairman asked for a motion to modify the MPC, Supervisor Wisnom motioned, and Chairman O'Neill seconded. Motion carried.

Public Comment- Bill Streett asked for an update on re-opening the landfill. Nothing official has been approved and still waiting on a proposal. We are researching and when there is an official request we can proceed accordingly.

Other Business- Motion to reimburse transfer taxes paid in error for Mr. & Mrs. Jones of 201 High Street. The home purchased was from a relative and the Attorney should not have charged transfer taxes. Chairman O'Neill asked for motion to re-imburse. Supervisor Manifold motioned, and Supervisor O'Neill seconded. Motion carried.

HARP/Barrens Rd Purchase – Recreation Fees. Lesa Workman, 15238 Leib School Rd asked if this was the Gable property. Supervisor Manifold stated it is a portion of the Gable property, just under 14 acres. Hopewell Township does own the property and the HARP Board will be responsible for developing the property.

Employee Covid Policy – Following all CDC recommendations for Township employees. Supervisor Manifold motioned to adopt the covid policy. Chairman O’Neill seconded. Motion carried

Public Comment –

No additional public comment

Chairman O’Neill adjourned the meeting at 8:48pm



Diana Manker, Recording Secretary

APPOINTMENTS FOR 2022

<u>NAME</u>	<u>OFFICE</u>	<u>TERM</u>
Andy Miller, MPL Law Firm	Solicitor, Board of Supervisors	12/31/2022
Craig Sharnetzka, CGA Law Firm	Solicitor, Zoning Hearing Board	12/31/2022
Katie Berry	Manager	12/31/2022
Katie Berry	Secretary	12/31/2022
Katie Berry	Treasurer	12/31/2022
Katie Berry	Open Records Officer	12/31/2022
Donnie McCauslin, Jr.	Road Foreman	12/31/2022
Mary Glass	Zoning Hearing Board	12/31/2024
William Hensel	Planning Commission Board	12/31/2025
Anne Yost	Planning Commission Board	12/31/2025
Cathy Esworthy	HARP Board Member	1/1/2024
Martin & Martin	Engineer	12/31/2022
Keith Hunnings, South Penn Code Consultants	Zoning/Codes Enforcement/BCO/Floodplain Administrator	12/31/2022
Kevin Hertzog, South Penn Code Consultants	UCC Inspections	12/31/2022
Keith Hunnings	Sewage Enforcement Officer	12/31/2022
Eric Swiger	Alternate Sewage Enforcement Officer	12/31/2022
John O'Neill	Vacancy Board	12/31/2022
David Wisnom	YATB Representative	12/31/2022
John O'Neill	YATB Alternate	12/31/2022
Aaron Manifold	Eureka Consolidated Fire Rep.	12/31/2022
David Wisnom	Eureka Consolidated Fire Rep. Alternate	12/31/2022
David Wisnom	Local Gov't Advisory Committee	12/31/2022
John O'Neill	Local Gov't Advisory Committee Alternate	12/31/2022
David Wisnom	Eureka Liaison Committee	12/31/2022
Aaron Manifold	Eureka Liaison Committee Alternate	12/31/2022
Chuck Webster	Emergency Coordinator	12/31/2022
Peoples Bank	Depository	12/31/2022
Gil Malone - Malone & Neubaum	Solicitor, Planning Committee	12/31/2022

HOPEWELL TOWNSHIP

RESOLUTION NO. 1-2022

**A RESOLUTION SETTING CERTAIN TAX-RELATED
FEES FOR HOPEWELL TOWNSHIP, YORK
COUNTY, PENNSYLVANIA FOR THE YEAR 2022**

BE IT HEREBY RESOLVED that the Board of Supervisors of Hopewell Township, York County, Pennsylvania, does hereby adopt a Resolution re-enacting and re-imposing for the year 2022 without substantial change the following taxes which were in effect in the year 2021:

SECTION 1: The fee to be collected by the Tax Collector for providing tax certifications, in the amount of twenty dollars (\$25.00) per certification, plus an additional five dollars (\$5.00) per certification for any requests to provide a certification within twenty four hours.

SECTION 2: The fee to be collected by the Tax Collector for providing additional research services a fee in the amount of ten dollars (\$10.00) per research item.

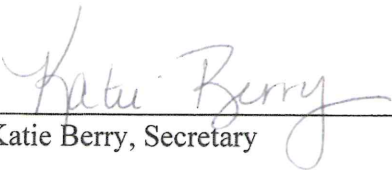
SECTION 3: The fee to be collected by the Tax Collector for providing duplicate tax bills and receipts, in the amount of ten dollars (\$10.00) per duplicate real estate tax bill and one dollar (\$1.00) per duplicate receipt.

SECTION 4: The fee to be collected by the Tax Collector for returned checks due to insufficient funds, in the amount of fifty dollars (\$50.00) per returned check.


SECTION 5: The Tax Collector's rate of compensation shall be equal to five percent (5%) of the collected funds.

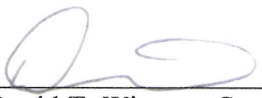
MADE this 3rd day of January, 2022.

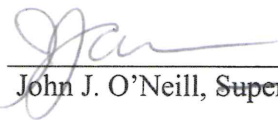
ATTEST:


Katie Berry, Secretary

HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS

By: 
Aaron R. Manifold, ~~Chairman~~ Supervisor

By: 
David T. Wisnom, Supervisor

By: 
John J. O'Neill, ~~Supervisor~~ Chairman

(SEAL)

HOPEWELL TOWNSHIP

RESOLUTION NO. 2-2022

A RESOLUTION ADOPTING CERTAIN FEES AND CHARGES OF HOPEWELL TOWNSHIP, YORK COUNTY

WHEREAS, Hopewell Township (“Township”) is a second class township duly organized and existing under the Second Class Township Code; and

WHEREAS, the Township is authorized to establish and collect certain fees in order to conduct the business of the Township; and

WHEREAS, the Township now desires to establish and collect such fees in the amounts set forth by this Resolution.

NOW, THEREFORE, BE IT RESOLVED and it is hereby resolved as follows:

SECTION 1. The Township hereby adopts and approves the fee schedule attached hereto as Exhibit “A” as the schedule of applicable Township fees until such time as the schedule is amended or superseded.

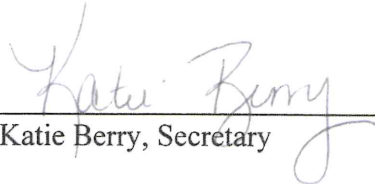
SECTION 2. The provisions of this resolution and attached fee schedule shall be severable, and if any of its provisions or the application of any of its provisions shall for any reason be held to be unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not affect or impair the validity of any of the remaining provisions of the resolution and attached fee schedule, and it is hereby declared as the intent of the Township that

this resolution would have been enacted as if such unconstitutional, illegal or valid provision was not included.

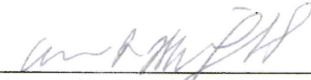
SECTION 3. This Resolution shall be effective immediately.


RESOLVED this 3rd day of January, 2022.

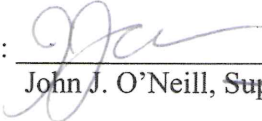
ATTEST:

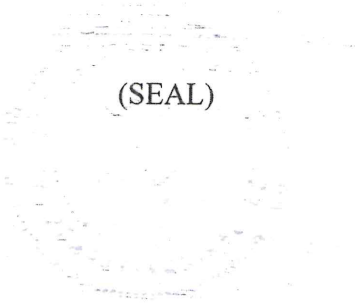

Katie Berry, Secretary

HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS

By: 
Aaron R. Manifold, ~~Chairman~~ Supervisor

By: 
David T. Wisnom, Supervisor

By: 
John J. O'Neill, ~~Supervisor~~ Chairman



Hopewell Township Balance Sheet Prev Year Comparison As of December 31, 2021

	Dec 31, 21	Dec 31, 20	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
100. · Checking/Savings				
100.00 · General Fund Checking				
100.01 · Johnson Controls	91,790.00	91,790.00	0.00	0.0%
100.00 · General Fund Checking - Other	408,468.15	465,285.45	-56,817.30	-12.2%
Total 100.00 · General Fund Checking	500,258.15	557,075.45	-56,817.30	-10.2%
101.00 · Cell Tower MMA	66,295.53	223,412.12	-157,116.59	-70.3%
102.00 · Traffic Light MMA	6,150.59	6,144.72	5.87	0.1%
103.00 · Facilities Fund MMA	2,145,450.37	2,138,313.95	7,136.42	0.3%
104.00 · Equipment Fund MMA	245,380.01	122,257.71	123,122.30	100.7%
107 · ARPA	280,542.11	0.00	280,542.11	100.0%
Total 100. · Checking/Savings	3,244,076.76	3,047,203.95	196,872.81	6.5%
105.00 · Payroll Checking	23,039.11	19,412.05	3,627.06	18.7%
106.00 · State Fund Checking	94,836.37	75,906.93	18,929.44	24.9%
Total Checking/Savings	3,361,952.24	3,142,522.93	219,429.31	7.0%
Total Current Assets	3,361,952.24	3,142,522.93	219,429.31	7.0%
TOTAL ASSETS	3,361,952.24	3,142,522.93	219,429.31	7.0%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
210.00 · Payroll Liabilities				
210.01 · Federal Taxes Withheld	-1,234.00	0.00	-1,234.00	-100.0%
210.02 · FICA Taxes Withheld	-856.55	89.90	-946.45	-1,052.8%
210.03 · Medicare Taxes Withheld	-200.34	21.04	-221.38	-1,052.2%
210.04 · PA UC Taxes Withheld	76.73	36.80	39.93	108.5%
210.05 · State Income Taxes Withheld	-379.62	44.53	-424.15	-952.5%
210.06 · Local Income Taxes Withheld	680.65	603.35	77.30	12.8%
210.07 · Local Services Tax Withheld	56.00	48.00	8.00	16.7%
210.14 · FICA Company Paid	-676.75	89.89	-766.64	-852.9%
210.15 · Medicare Taxes Company Paid	-158.27	21.03	-179.30	-852.6%
210.00 · Payroll Liabilities - Other	-35.88	0.00	-35.88	-100.0%
Total 210.00 · Payroll Liabilities	-2,728.03	954.54	-3,682.57	-385.8%
Total Other Current Liabilities	-2,728.03	954.54	-3,682.57	-385.8%
Total Current Liabilities	-2,728.03	954.54	-3,682.57	-385.8%
Total Liabilities	-2,728.03	954.54	-3,682.57	-385.8%
Equity				
275.00 · Fund Balance	3,141,568.39	2,929,095.89	212,472.50	7.3%
Net Income	223,111.88	212,472.50	10,639.38	5.0%
Total Equity	3,364,680.27	3,141,568.39	223,111.88	7.1%
TOTAL LIABILITIES & EQUITY	3,361,952.24	3,142,522.93	219,429.31	7.0%

ARM

DW

Hopewell Township Expenses by Vendor Detail December 2021

Date	Num	Account	Original Amo...	Paid Am...	Balance
AERO ENERGY					
12/03/2021	453.3 GAL PROP...	409.02 · Heating Fuel/P...	1,010.41	1,010.41	1,010.41
12/15/2021	117.9 GALLONS	438.04 · Vehicle Fuel - ...	288.07	288.07	1,298.48
12/15/2021	65.1 GALLONS	438.04 · Vehicle Fuel - ...	159.06	159.06	1,457.54
12/31/2021	248.6 GAL PROP...	409.02 · Heating Fuel/P...	496.33	496.33	1,953.87
12/31/2021	247.5 GAL PROP...	409.02 · Heating Fuel/P...	466.39	466.39	2,420.26
Total AERO ENERGY				2,420.26	2,420.26
ARMSTRONG					
12/03/2021	11/26-12/25/21 Sv...	409.03 · Telephone/Inte...	232.50	232.50	232.50
12/31/2021	12/26-1/25/22 Svcs.	409.03 · Telephone/Inte...	232.50	232.50	465.00
Total ARMSTRONG				465.00	465.00
AT&T					
12/03/2021	11/16-12/15/21 Cell	409.03 · Telephone/Inte...	172.45	172.45	172.45
12/31/2021	12/16-1/15/22 Cell	409.03 · Telephone/Inte...	172.45	172.45	344.90
Total AT&T				344.90	344.90
BEARS PORTABLE TOILETS					
12/03/2021	11/19-12/16/21Re...	452.02 · Hopewell Area ...	225.00	225.00	225.00
12/31/2021	12/17-1/13/22Rental	452.02 · Hopewell Area ...	125.00	125.00	350.00
Total BEARS PORTABLE TOILETS				350.00	350.00
CARDMEMBER SERVICE					
12/03/2021	10/21-11/19/21	409.01 · Building Supplies	135.64	135.64	135.64
12/03/2021	10/21-11/19/21	409.01 · Building Supplies	80.26	80.26	215.90
12/03/2021	10/21-11/19/21	438.03 · Vehicle Fuel - ...	30.99	30.99	246.89
12/03/2021	10/21-11/19/21	438.03 · Vehicle Fuel - ...	38.48	38.48	285.37
12/03/2021	10/21-11/19/21	413.01 · Codes Enforce...	153.00	153.00	438.37
12/03/2021	10/21-11/19/21	400.08 · Dues/Subscript...	58.29	58.29	496.66
12/03/2021	10/21-11/19/21	406.03 · Office Supplies	66.90	66.90	563.56
12/03/2021	10/21-11/19/21	406.03 · Office Supplies	104.96	104.96	668.52
Total CARDMEMBER SERVICE				668.52	668.52
CHARLES & YVONNA CHENOWITH					
12/03/2021		361.01 · Preliminary/Fin...	2,646.00	2,646.00	2,646.00
Total CHARLES & YVONNA CHENOWITH				2,646.00	2,646.00
CHEMUNG SUPPLY CORP					
12/31/2021	Chains	437.01 · Parts for Repairs	2,990.60	2,990.60	2,990.60
Total CHEMUNG SUPPLY CORP				2,990.60	2,990.60
CINTAS CORPORATION					
12/10/2021	Refill Medical	406.04 · Other Services ...	195.47	195.47	195.47
Total CINTAS CORPORATION				195.47	195.47
CLARK SALES AND SERVICE, INC.					
12/09/2021	Fittings	437.01 · Parts for Repairs	63.59	63.59	63.59
12/31/2021	Hoses	437.01 · Parts for Repairs	179.14	179.14	242.73
12/31/2021	Rings	437.01 · Parts for Repairs	2.97	2.97	245.70
Total CLARK SALES AND SERVICE, INC.				245.70	245.70
COUNTY OF YORK					
12/03/2021	Postage & Tax Svs	403.03 · Other Services ...	644.90	644.90	644.90
Total COUNTY OF YORK				644.90	644.90
GROSSMAN'S SERVICES, INC					
12/03/2021	Plank Road	428.01 · Mowing Violati...	100.00	100.00	100.00
Total GROSSMAN'S SERVICES, INC				100.00	100.00

Hopewell Township Expenses by Vendor Detail December 2021

Date	Num	Account	Original Amo...	Paid Am...	Balance
H A THOMSON					
12/03/2021	Treasurers Bond	406.02 · Insurance and ...	3,387.00	3,387.00	3,387.00
Total H A THOMSON				3,387.00	3,387.00
HOPEWELL HEATING & AIR					
12/31/2021	Service	409.05 · Repairs and M...	225.00	225.00	225.00
Total HOPEWELL HEATING & AIR				225.00	225.00
HOPEWELL PETTY CASH					
12/03/2021	Replenish	406.03 · Office Supplies	200.00	200.00	200.00
12/31/2021	Replenish	406.03 · Office Supplies	200.00	200.00	400.00
Total HOPEWELL PETTY CASH				400.00	400.00
JOHN MARSTELLER					
12/31/2021		361.01 · Preliminary/Fin...	576.00	576.00	576.00
Total JOHN MARSTELLER				576.00	576.00
KLEPPERS					
12/03/2021	Software	409.07 · Other Services ...	90.00	90.00	90.00
12/09/2021	Repair	409.07 · Other Services ...	355.00	355.00	445.00
Total KLEPPERS				445.00	445.00
KLUGH ANIMAL CONTROL SERVICES					
12/10/2021	Billable Services	419.01 · Animal Control ...	52.50	52.50	52.50
Total KLUGH ANIMAL CONTROL SERVICES				52.50	52.50
MARTIN & MARTIN INC.					
12/03/2021	145.216- Haugh Rd	408.01 · Engineering Re...	730.00	730.00	730.00
12/03/2021	145.183- Bridgeview	408.01 · Engineering Re...	566.50	566.50	1,296.50
12/03/2021	145.197- Kurtz	408.01 · Engineering Re...	1,075.50	1,075.50	2,372.00
12/03/2021	145.209A Mayberry	408.01 · Engineering Re...	418.00	418.00	2,790.00
12/03/2021	Stone145.221	408.01 · Engineering Re...	164.50	164.50	2,954.50
Total MARTIN & MARTIN INC.				2,954.50	2,954.50
MCCARTHY TIRE & AUTO CENTERS					
12/15/2021	Tires	437.01 · Parts for Repairs	540.68	540.68	540.68
Total MCCARTHY TIRE & AUTO CENTERS				540.68	540.68
MET ED					
12/09/2021	10/27-11/24/2 Lee ...	438.07 · Other Services ...	51.25	51.25	51.25
12/15/2021	E Forrest Ave	433.01 · Supplies	82.49	82.49	133.74
12/15/2021	Ridge Meadow	409.04 · Electric	25.53	25.53	159.27
Total MET ED				159.27	159.27
MPL LAW FIRM					
12/03/2021	Wolf- Setiz	404.02 · Attorney Fees ...	812.00	812.00	812.00
12/03/2021	Rickert- Webb Rd.	404.02 · Attorney Fees ...	420.50	420.50	1,232.50
12/03/2021	Kurtz School Villas	404.02 · Attorney Fees ...	43.50	43.50	1,276.00
12/03/2021	Dwelling Rights	404.00 · Attorney Fees	1,825.99	1,825.99	3,101.99
12/03/2021	Municipal Fees	404.00 · Attorney Fees	6,394.50	6,394.50	9,496.49
12/31/2021	Act 537 Enforcem...	404.00 · Attorney Fees	1,915.60	1,915.60	11,412.09
12/31/2021	Municipal Lien File	404.00 · Attorney Fees	471.53	471.53	11,883.62
12/31/2021	Dwelling Rights	404.00 · Attorney Fees	3,016.00	3,016.00	14,899.62
Total MPL LAW FIRM				14,899.62	14,899.62
ORWICK FARMS LLC					
12/31/2021		438.02 · Supplies	200.00	200.00	200.00
Total ORWICK FARMS LLC				200.00	200.00

Hopewell Township
Expenses by Vendor Detail
December 2021

Date	Num	Account	Original Amo...	Paid Am...	Balance
PA Chamber Insurance					
12/03/2021	January 20212	406.02 · Insurance and ...	11,111.60	11,111.60	11,111.60
Total PA Chamber Insurance				11,111.60	11,111.60
PA ONE CALL SYSTEM INC					
12/10/2021	November 2021 F...	438.07 · Other Services ...	32.12	32.12	32.12
Total PA ONE CALL SYSTEM INC				32.12	32.12
PAUL J. PICCONE					
12/03/2021	21-02 PICCONE	361.01 · Preliminary/Fin...	2,433.50	2,433.50	2,433.50
Total PAUL J. PICCONE				2,433.50	2,433.50
PSATS					
12/15/2021	2022 Dues	400.08 · Dues/Subscript...	1,751.00	1,751.00	1,751.00
Total PSATS				1,751.00	1,751.00
QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID					
12/03/2021	Back Up Server R...	406.04 · Other Services ...	1,334.40	1,334.40	1,334.40
12/09/2021	11/6-12/5/2021	406.04 · Other Services ...	34.31	34.31	1,368.71
12/09/2021	12/1-12/31/2021	406.04 · Other Services ...	30.00	30.00	1,398.71
12/31/2021	Computer Upgrade	406.07 · Capital Purcha...	5,490.86	5,490.86	6,889.57
12/31/2021	12/23-1/22/22	406.04 · Other Services ...	80.00	80.00	6,969.57
Total QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID				6,969.57	6,969.57
SCOTT & ANGELA JONES					
12/03/2021	TRAS. TAX REFU...	406.04 · Other Services ...	1,715.00	1,715.00	1,715.00
Total SCOTT & ANGELA JONES				1,715.00	1,715.00
SHREWSBURY TRUE VALUE					
12/03/2021	Supplies	437.01 · Parts for Repairs	235.04	235.04	235.04
Total SHREWSBURY TRUE VALUE				235.04	235.04
SOUTH PENN CODE CONSULTANTS LLC					
12/03/2021	October 2021	413.01 · Codes Enforce...	6,540.00	6,540.00	6,540.00
12/03/2021	October 2021 SEO	413.02 · Sewage Enforc...	780.00	780.00	7,320.00
Total SOUTH PENN CODE CONSULTANTS LLC				7,320.00	7,320.00
STAPLES ADVANTAGE					
12/03/2021	Supplies	409.01 · Building Supplies	59.70	59.70	59.70
12/03/2021	Supplies	406.03 · Office Supplies	46.47	46.47	106.17
12/03/2021	Supplies	409.01 · Building Supplies	30.08	30.08	136.25
12/03/2021	Supplies	406.03 · Office Supplies	89.38	89.38	225.63
12/31/2021	Supplies	409.01 · Building Supplies	139.34	139.34	364.97
Total STAPLES ADVANTAGE				364.97	364.97
THE HOME DEPOT					
12/09/2021	Parts	438.02 · Supplies	72.30	72.30	72.30
12/09/2021	Parts	409.01 · Building Supplies	179.00	179.00	251.30
Total THE HOME DEPOT				251.30	251.30
TIFCO INDUSTRIES					
12/10/2021	Workshop Supplies	438.02 · Supplies	325.99	325.99	325.99
Total TIFCO INDUSTRIES				325.99	325.99
TRACTOR SUPPLY CREDIT PLAN					
12/09/2021	Parts/Supplies	438.02 · Supplies	101.94	101.94	101.94
12/09/2021	Parts/Supplies	437.01 · Parts for Repairs	60.95	60.95	162.89
Total TRACTOR SUPPLY CREDIT PLAN				162.89	162.89

AA M

Hopewell Township Expenses by Vendor Detail December 2021

Date	Num	Account	Original Amo...	Paid Am...	Balance
TRUCK SPECIALTIES INC					
12/09/2021	DT-5 Repair	437.01 · Parts for Repairs	1,845.53	1,845.53	1,845.53
Total TRUCK SPECIALTIES INC				1,845.53	1,845.53
U.S. MUNICIPAL SUPPLY INC					
12/31/2021	Street Signs	433.01 · Supplies	134.85	134.85	134.85
Total U.S. MUNICIPAL SUPPLY INC				134.85	134.85
UNITED CONCORDIA					
12/15/2021	Januaury 2022	406.02 · Insurance and ...	446.10	446.10	446.10
Total UNITED CONCORDIA				446.10	446.10
US POSTAL SERVICE					
12/09/2021	2022 Box Renewal	400.08 · Dues/Subscript...	342.00	342.00	342.00
Total US POSTAL SERVICE				342.00	342.00
VULCAN					
12/31/2021		438.02 · Supplies	5,993.44	5,993.44	5,993.44
Total VULCAN				5,993.44	5,993.44
WELLS FARGO VENDOR FINANCIAL SVS. LLC					
12/03/2021	Copier Lease	406.09 · Office Equipme...	117.25	117.25	117.25
Total WELLS FARGO VENDOR FINANCIAL SVS. LLC				117.25	117.25
YOE PARTS & EQUIPMENT CO.					
12/03/2021	Filters	438.02 · Supplies	262.48	262.48	262.48
12/31/2021	Filters	438.02 · Supplies	16.89	16.89	279.37
Total YOE PARTS & EQUIPMENT CO.				279.37	279.37
YORK MATERIALS GROUP					
12/03/2021		438.02 · Supplies	206.79	206.79	206.79
Total YORK MATERIALS GROUP				206.79	206.79
YORK WATER COMPANY					
12/09/2021	10/29-11/27/21	411.01 · Hydrant Service	461.40	461.40	461.40
Total YORK WATER COMPANY				461.40	461.40
TOTAL				77,410.63	77,410.63

Handwritten initials: JF and DW

Handwritten signature: ARM

EXHIBIT A

2022 FEES

SUBDIVISION/LAND DEVELOPMENT	\$300 OR \$25/ACRE BEING SUBDIVIDED. THE GREATER OF THE TWO Escrow deposit 3% of the estimated costs of secured improvements or \$5,000, whichever is greater for all subdivisions (escrow shall not to fall below 1% of the estimated costs of secured improvements or \$2,500.00, whichever is greater)
ZONING OR SALDO BOOK	\$15.00
CONSTRUCTION SPECS MANUAL	\$12.00
COMPREHENSIVE PLAN BOOK	\$40.00
AG REVIEW COMMITTEE	\$100.00 (\$25 each member)
ZONING HEARING BOARD HEARING	\$800.00
REZONING REQUEST	\$1,000.00
REVIEW OF PLAN BY BOS OR PC	\$25.00
REC FEE	\$3,200.00 per lot or building unit
ENGINEER FEES	Principal - \$108 Professional - \$98 Designer - \$89 Technical - \$73 Subprofessional - \$66
RECORDING FEES	Subdivision/Land Development Plan - \$50 Agreement - \$50 Both - \$75
FLOODPLAIN FEES	The land use permit fee shall be calculated as one-half the fee for a zoning permit as calculated according to the Township's approved fee

schedule. This fee shall include one inspection. Each additional inspection thereafter shall be \$50 per inspection. Fees for any additional inspection or review required by the zoning officer, Township Engineer or Township Solicitor shall be at the approved hourly rates for each.

SEWAGE ENFORCEMENT OFFICER

[2022 SEO fees.pdf](#)
(also see attached)

TAX COLLECTOR

Tax Certifications - \$25
Speedy Tax Certifications - \$30 (within 24 hrs)
Research Fee - \$10/item
Duplicate real estate tax bill - \$10; tax receipt -\$1
Returned checks - \$50

SOLICITOR

\$160/hour
\$115/hour for paralegal services

SOUTH PENN CODE CONSULTANTS

[2022 SPCC Zoning Fees.pdf](#)
(also see attached)

SOUTH PENN CODE CONSULTANTS

[2022 UCC fees.pdf](#)
(also see attached)

RIGHT-TO-KNOW

[2022 RTK fees.pdf](#)
(also see attached)

YORK COUNTY PLANNING COMMISSION

[2022 YCPC fees.pdf](#)
(also see attached)

Hopewell Township
Sewage Enforcement Officer

2022 SPCC Fee Schedule

Deep Soil Probe (Limit of 2 per test or lot)	\$100.00
Percolation Test (per 6 hole test)	\$200.00
Design Review and Permit Issuance	\$120.00
Interim Scarification Inspection	\$60.00
Installation Inspection	\$60.00
Final Inspection	\$90.00
Site Investigation (proof of prior testing or planning module)	\$90.00
Subdivision Plan Review	\$60.00/hr.
Complaint or Violation Investigation	\$60.00/hr.
Correction Inspection (for violation)	\$60.00/hr.
Township Meeting Attendance/Correspondence	\$60.00/hr.
Court Hearing and Preparation	\$60.00/hr.
General	\$60.00/hr.
Minor Repair Permit (includes issuance and inspection)	\$150.00
Dig percolation holes (per 6 hole test)	\$250.00
Supply water to site (per test site)	\$250.00
Cesspool Inspection for On-Lot Management	\$ 75.00

Hopewell Township 2022 Adopted SPCC Fees

SOUTH PENN CODE CONSULTANTS LLC

CERTIFIED SEWAGE ENFORCEMENT OFFICER, BUILDING CODE OFFICIAL,
ZONING OFFICER, CODES OFFICIAL

DATE: JANUARY 2022

1382 Seven Valleys Rd., York, PA 17408

Phone 717-942-2248 Fax 717-942-2476

info@SouthPenn.net

FEE	BREAKDOWN	RESIDENTIAL	COMMERCIAL
ZONING PERMITS	<p>FOR ALL CONSTRUCTION OR USE PERMITS IN HOPEWELL TWP - FLAT RATE (EX. Decks, Patios, Sheds, accessory structures, solar panels, wells, driveways, and windmills, Ag Buildings, Change of Use and Occupancy</p> <p style="text-align: center;">DEMO FEE - FLAT RATE</p> <p style="text-align: center;">RESIDENTIAL NEW HOME CONSTRUCTION/ADDITIONS \$75.00 +\$.40 per Sq. Ft for habitable living space. Excludes unfinished areas like basements and attics, hallways, stairs, Garages, Closets + ANY UCC INSPECTION FEES IF REQUIRED (SEE BUILDING INSPECTORS FEE SCHEDULE)</p> <p style="text-align: center;">And Or</p> <p style="text-align: center;">COMMERCIAL CONSTRUCTION NEW OR ADDITIONS \$150.00 + Total Sq. Ft Sq. Ft x \$.40 (No exceptions, No exclusions) + ALL UCC FEES CHARGED BY BUILDING INSPECTION AGENCY AND L&I</p> <p style="text-align: center;">All Permits require 2 inspections. 1 Stakeout inspection and 1 Final Inspection All permits include Final Use certificate in Fee. (Bottom Portion of Permit)</p>	<p>150.00</p> <p>125.00</p> <p>\$175.00+ \$.40 x Sq. Ft. + UCC FEES IF APPLICABLE (SEE BUILDING INSPECTORS FEES)</p>	<p>250.00</p> <p>\$250.00+ \$.40 x Sq. Ft. + UCC FEES APPLY (SEE BUILDING INSPECTORS FEES)</p>
Temporary Use & Occupancy Fee	Additional Fee to provide a Temporary U&O if requested. This fee is in addition to any escrow that may be required to guarantee completion of any outstanding work that is required to be completed.	\$150.00	\$350.00
BCO FEE	ALL UCC REQUIRED PERMITS	\$75.00	\$200.00
DCED FEE	ALL UCC PERMITS (FEE GOES TO STATE FOR TRAINING)	\$4.50	\$4.50

ZONING OFFICER FEE PER HOUR	FOR ATTENDANCE AT MEETINGS, PLAN REVIEW, RESEARCH, COMPLAINT INVESTIGATION, PHONE CONSULTATION, ETC.	\$60.00 PER HOUR	\$60.00 PER HOUR
EXTRA INSPECTION FEE	FOR ANY EXTRA INSPECTIONS OVER TWO WITH PERMIT ISSUANCE OR INSPECTIONS BY REQUES	\$75.00	\$75.00
STORMWATER BMP INSPECTIONS	TWO INSECTIONS REQUIRED FOR EACH BMP INSTALLED	\$150.00	\$150.00



UCC PERMIT FEES FOR YEAR 2022

RESIDENTIAL CONSTRUCTION PERMIT FEES – Applied to Contracted Municipalities

Note 1: Cancelled permits are subject to all applicable plan review fees.

Note 2: Consulting time including, but not limited to, pre-construction meetings, legal preparation, court appearances, property maintenance inspections, life and safety inspections, will be

billed at a rate of **\$75.00 per hour.**

Residential Fees (One and Two Family) New Homes

Plan review	\$80.00 per hour (min. \$160.00)
Per Inspection	\$75.00

Additions, Renovations, Accessory Structures

Plan review	\$80.00 per hour
Per inspection	\$75.00

Manufactured Home/Mobile Home

	\$300.00 (includes plan review and 3 inspections)
Solar panels (ground and roof mounted)	\$6.00 per \$1,000.00 of total construction value (minimum fee \$ 150.00)

Pools

Above-ground pools, hot tubs, spas	\$140.00 (includes plan review and 1 inspection)
Above-ground pools with decking	\$220.00 (includes plan review and 2 inspections)
In-ground pools	\$300.00 (includes plan review and 3 inspections)
Bladder/storable pools (per installation)	\$ 40.00
Inspections / Permits	\$75.00 per inspection

(i.e., electrical, plumbing, fire, mechanical)

COMMERCIAL CONSTRUCTION PERMIT FEES – Applied to all non 1 or 2 family structures and their accessory structures.

Note 1: Cost of construction (COC) includes materials and labor.

Note 2: Cancelled permits are subject to all applicable plan review fees plus a \$100.00 administrative fee (and accrued monthly penalties if not cancelled within 90 days of issuance).

Note 3: Consulting time including, but not limited to, legal preparation, court appearances, property maintenance inspections, life and safety inspections, will be billed at a rate of \$75.00 per hour (minimum 2 hours).

Commercial / Mixed Use / Multi-Family Residential Construction / New Construction /

Additions /Alterations –See Additional zoning fees as applicable

\$0 - \$350,000 = COC	\$ 0.015* COC plus \$150.00 per hour plan review fee (min. fee \$ 300.00)
\$350,001 - \$1,000,000 = COC	\$ 0.015 * COC (plan review and all inspections)
\$1,000,001 - \$2,000,000 = COC	\$ 0.010 * COC (plan review and all inspections)
Over \$2,000,000 = COC	\$ 0.005 * COC (plan review and all inspections)
Municipal Building, Fire Company, EMS Service, Public/Private Schools (K-12) over \$1,000,000 COC	
New Construction	\$ 0.0025 * COC plus \$150.00 per hour plan review fee
Municipal Building, Fire Company, EMS Service, Public/Private Schools (K-12) over \$1,000,000 COC	
Additions / Alterations	\$ 0.003 * COC plus \$150.00 per hour plan review fee

Accessibility Review (plan review and inspections)	\$300.00
Demolition (plan review and 1 inspection)	\$ 150.00
Fire Alarm (plan review only)	\$ 200.00
Fire Sprinkler (plan review only)	\$ 300.00
Electrical Service 200 amps or less (plan review only)	\$ 150.00
Electrical Service over 200 amps (plan review only)	\$ 250.00
Hood & Duct System (plan review only)	\$ 300.00
Roofing (plan review only)	\$ 150.00 per hour
Sign Plan Review	\$ 75.00 per ½ hour
Fireworks Display (plan review only and inspections)	\$ 75.00
Temporary Tent / structure / mobile trailer (plan review and inspections)	\$ 75.00
As-built drawings / Resubmittals	\$ 150.00 per hour plan review
Inspections / Permits (i.e., plumbing, mechanical, signs, re-inspections, etc.)	\$ 80.00 per inspection
Permit Renewal	\$ 100.00

Office of Open Records – Official RTKL Fee Schedule

Updated December 22, 2020

Record Type / Delivery Method	Fee
Black & White Copies (first 1,000)	Up to \$0.25 per copy.
Black & White Copies (beyond 1,000)	Up to \$0.20 per copy. ¹
Color Copies	Up to \$0.50 per copy. ²
Specialized Documents ³	Up to actual cost.
Records Delivered via Email	No additional fee may be imposed. ⁴
CD / DVD	Up to actual cost, not to exceed \$1.00 per disc.
Flash Drive	Up to actual cost.
Facsimile	Up to actual cost. ⁵
Other Media	Up to actual cost.
Redaction	No additional fee may be imposed. ⁶
Conversion to Paper	Up to \$0.25 per page. ⁷
Photographing a Record	No additional fee may be imposed. ⁸
Postage	Up to actual cost of USPS first-class postage.
Certification of a Record	Up to \$5.00 per record. ⁹

¹ A “copy” is either a single-sided copy, or one side of a double-sided copy, on 8.5”x11” or 8.5”x14” paper.

² A “copy” is either a single-sided copy, or one side of a double-sided copy, on 8.5”x11” or 8.5”x14” paper. Note that a requester may ask for black and white copies even if the original is in color and color copies are available.

³ Including, but not necessarily limited to, non-standard sized documents and blueprints.

⁴ If a requester asks to receive records which require redactions in electronic format and the agency is unable to securely redact the records by electronic means, an agency may print the records to provide for secure redaction, then scan them in for delivery by email. Accordingly, the agency may charge the fees noted above for either B&W or color copies, as appropriate.

⁵ If an agency must print records to send them by facsimile, the agency may charge the fees noted above for B&W copies.

⁶ If a requester seeks records requiring redaction and the agency is unable to securely redact the records by electronic means, an agency may copy or print the records to provide for secure redaction. Accordingly, the agency may charge the fees noted above for either B&W or color copies, as appropriate.

⁷ If a record is only maintained electronically or in other non-paper media, duplication fees shall be limited to the lesser of the fee for duplication on paper or the fee for duplication in the original media, unless the requester specifically requests for the record to be duplicated in the more expensive medium. *See § 1307(d)*.

⁸ This assumes the requester is using his or her own camera, such as a cellphone camera, to photograph the records. *See Muenz v. Township of Reserve, OOR Dkt. AP 2015-1021, 2015 PA O.O.R.D. LEXIS 1176*. If redaction is required prior to the requester being granted access to photograph records and the agency is unable to securely redact the records by electronic means, an agency may copy or print the records to provide for secure redaction. Accordingly, the agency may charge the fees noted above for either B&W or color copies, as appropriate.

⁹ Under the RTKL, an agency may impose “reasonable fees for official certification of copies if the certification is at the behest of the requester and for the purpose of legally verifying the public record.” The OOR recommends no more than \$5 per record to certify a public record. Certification fees do not include notarization fees.

Additional Notes

Fees May Be Waived: All fees established herein may be waived at the discretion of the agency.

Medium Requested: A record being provided to a requester shall be provided in the medium requested if it exists in that medium; otherwise, it shall be provided in the medium in which it exists. *See § 701.*

Other Statutory Fees: If a statute other than the RTKL governs the amount an agency may charge for a certain type of record, the other statute controls. For example, a Recorder of Deeds may charge a copy fee of 50 cents per uncertified page and \$1.50 per certified page (42 P.S. § 21051). Police departments may charge up to \$15 for a copy of a vehicle accident report (75 Pa.C.S. §3751 (b)(2)); the Philadelphia Police Department may charge up to \$25 per copy (Id. at (b)(3)). State police are authorized to charge “\$5 for each copy of the Pennsylvania State Police full report of investigation.” (75 Pa.C.S. §1956(b)). Other examples include the History Code, the Municipalities Planning Code, and the Criminal History Record Information Act.

Inspection of Redacted Records: If a requester wishes to inspect, rather than receive copies of, records which contain both public and non-public information, the agency may redact the non-public information. An agency may not charge the requester for the redaction itself. However, an agency may charge (in accordance with the OOR’s Official Fee Schedule) for any copies it must make in order to securely redact the material before allowing the requester to view the records. If, after inspecting the records, the requester chooses to obtain the copies, no additional fee may be charged.

Enhanced Electronic Access: If an agency offers enhanced electronic access to records in addition to making the records accessible for inspection and duplication by a requester, the agency may establish user fees specifically for the provision of the enhanced electronic access. The user fees for enhanced electronic access may be a flat rate, a subscription fee for a period of time, a per-transaction fee, a fee based on the cumulative time of system access, or any other reasonable method and any combination thereof. Such fees shall not be established with the intent or effect of excluding persons from access to records or duplicates thereof or of creating profit for the agency. **NOTE: Fees for enhanced electronic access must be reasonable and must be pre-approved by the OOR. Please [submit enhanced electronic access fee requests to the OOR.](#)**

Fee Limitations: Except as otherwise provided by statute, the RTKL states that no other fees may be imposed unless the agency necessarily incurs costs for complying with the request, and such fees must be reasonable. No fee may be imposed for an agency’s review of a record to determine whether the record is a public record subject to access under the RTKL. No fee may be charged for searching for or retrieval of documents. An agency may not charge staff time or salary for complying with a RTK request. No fee may be charged for an agency’s response letter.

Prepayment: Prior to granting a request for access in accordance with the RTKL, an agency may require a requester to prepay an estimate of the fees authorized under this section if the fees required to fulfill the request are expected to exceed \$100. Once a request is fulfilled and prepared for release, the OOR recommends that an agency obtain payment prior to releasing the records.

Questions: If you have any questions regarding the OOR’s Official Fee Schedule, please [contact the OOR](#) (email: openrecords@pa.gov, telephone: 717-346-9903).

York County Planning Commission Schedule of Fees – 2022 (effective 1/1/2022)

Review Fees for Subdivision Plans

- Subdivision Plans (excluding sketch plans): \$550 base fee *plus* \$50 per lot/dwelling unit (not to exceed \$3,000)
- Final Plans: Where a Preliminary Plan is required, the following reduced fee will be charged for a Final Plan *if a copy of the **approved Preliminary Plan (with signatures) accompanies the Final Plan submission***:

\$550 base fee plus \$30 per lot/dwelling unit (not to exceed \$3,000)
- Common Ownership Merger (COM) Plans - Where a subdivision plan proposes to combine two (2) or more adjoining lots/parcels/tracts into one (1) lot/parcel/tract and where all lots/parcels/tracts are owned by the same person(s) and no new improvements are proposed.

\$250
<https://www.ycpc.org/537/Common-Ownership-Merger-COM>
- Corrective Action Plan (CAP) – Where a plan proposes to correct an error made during the final approval and recordation process or a plan proposes to clarify the Uniform Parcel Identification (UPI) number(s) to deeded parcels.

\$250
<https://www.ycpc.org/518/Corrective-Action-Process-CAP>

All CAPs shall undergo an initial YCPC Municipal Planning Division evaluation prior to affirming that a CAP review is appropriate.

Link to request form:

<https://www.ycpc.org/FormCenter/YCPC-Forms-6/Corrective-Action-Request-61>

Review Fees for Land Development Plans

- Residential Land Development Plans: \$550.00 base fee plus \$50.00 per dwelling unit (not to exceed \$3,000)

Where a Preliminary Plan has been reviewed, the following fee will be charged for a Final Plan *if a copy of the **Approved Preliminary Plan (with signatures) accompanies the Final Plan submission*** –

\$550 base fee plus \$30.00 per dwelling unit (not to exceed \$3,000)

- All Other Land Development Plans (excluding certain accessory buildings), based on building footprint:

\$ 550.00 for buildings and additions up to 2,000 square feet
 \$1,050.00 for buildings and additions from 2,001 - 5,000 square feet
 \$1,550.00 for buildings and additions from 5,001 - 10,000 square feet
 \$1,800.00 for buildings and additions from 10,001 - 50,000 square feet
 \$2,050.00 for buildings and additions from 50,001 - 100,000 square feet
 \$2,300.00 for buildings and additions from 100,001 - 200,000 square feet
 \$2,550.00 for buildings and additions from 200,001 - 500,000 square feet
 \$2,800.00 for buildings and additions from 500,001 square feet and over

Where a Preliminary Land Development Plan has been reviewed, a Final Land Development Plan review fee of \$550 will be charged *if a copy of the **approved Preliminary Plan (with signatures) accompanies the Final Plan submission.***

- **Fees for Reviews of Combined Land Development and Subdivision Plans**

If a plan that proposes both subdivision and land development is submitted for review, the review fee will be determined as if two separate plans were submitted – one for the subdivision, and one for the land development.

- For a Change of Use Review to Existing Commercial/Industrial Buildings:

\$500

- Plans Proposing an Accessory Building on a Lot with an Existing Principal Building which does not Involve a New Access onto a Street:

\$500

- **Fees for Participation in the Traffic Impact Study (TIS) Scoping Process**

Review required when:

- a) The TIS is required by PennDOT for access to state-maintained roads; and/or
- b) YCPC review of the TIS is requested by the municipality.

\$725

- **York County Subdivision and Land Development Ordinance**

A pre-application meeting with YCPC staff is required for plans which are subject to the requirements of the County Ordinance. Please contact the YCPC office at (717) 771-9870 for more information.

- **Review Fee of Sewage Facilities Planning Modules (Component 4B)**

\$200

HOPEWELL TOWNSHIP

RESOLUTION NO. 3-2022

A RESOLUTION APPOINTING DEPOSITORY INSTITUTIONS FOR HOPEWELL TOWNSHIP, YORK COUNTY

WHEREAS, Hopewell Township ("Township") is a second class township duly organized and existing under the Second Class Township Code; and

WHEREAS, the Township is required by Section 708 of the Second Class Township Code, 53 P.S. §65708 to designate by resolution a depository or depositories for Township funds; and

WHEREAS, the Township now desires to make such designation.

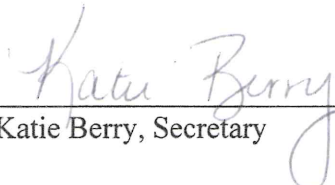
NOW, THEREFORE, BE IT RESOLVED and it is hereby resolved as follows:

SECTION 1. The Township hereby appoints PeoplesBank, a Codorus Valley Company, as designated depository institution for Township funds. The Chairman of the Board of Supervisors or the Township Secretary are hereby authorized and directed to execute such documents and to take such further actions as deemed necessary to carry out this resolution.

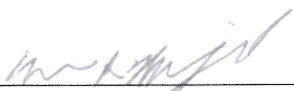
SECTION 2. This Resolution shall be effective immediately.


RESOLVED this 3rd day of January, 2022.

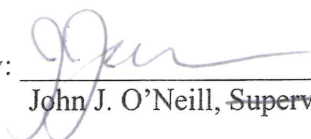
ATTEST:


Katie Berry, Secretary

HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS

By: 
Aaron R. Manifold, Chairman Supervisor

By: 
David T. Wisnom, Supervisor

By: 
John J. O'Neill, Supervisor Chairman

(SEAL)