

**HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF SUPERVISORS
REGULAR MEETING
MINUTES FOR AUGUST 10, 2023
HOPEWELL TOWNSHIP MEETING ROOM & ZOOM
7:00 PM**

Chairman Manifold called the meeting to order at 7:00pm and opened the meeting with the Pledge. He asked that all in attendance sign in and anyone who may be recording the meeting provide their name and address for the record. In attendance, Supervisor David Wisnom, Attorney Andy Miller, and Township Manager Katie Berry. Supervisor O'Neill was not present.

Manifold stated that an Executive Session was held to discuss potential litigation.

Minutes

Supervisor Wisnom motioned to approve the July 6, 2023, Board of Supervisors Regular meeting minutes and Chairman Manifold seconded. Motion carried.

Treasurer's Report/Invoices

Chairman Manifold motioned to approve the July 31, 2023, Treasurer's Report and previously reviewed invoices listed in this report. Supervisor Wisnom seconded. Motion carried.

Roads Report:

Storm Clean Up efforts. The road crew was out for over 5 hours after the storm this past Monday night. Most roads were open by 11pm. As of noon today, Roads that are still not open- Maddox Rd, Hess Rd, Bowers Rd and Thompson Rd. The electric company was still working on getting wires out of the road today. Roads that have been cleaned up - Joy Rd, Sadlers Church Rd, Bowman School Rd, Seiling Farm Rd, Wolf Rd, Sweitzer Rd, Orwig Rd, Center Rd, Ziegler School Rd, Althouse School Rd, Vineyard Rd, Mack's Rd, Lowe Rd, Stewartstown Rd, Gemmill Rd, Deer Creek Rd, Shaw Rd, Orchard Rd, Davis Valley Rd, Five Forks Rd. Roads that need attention are -Kurtz School Rd, Anderson Rd, Johnson Rd, Hess Rd, Bowers Rd, Kilgore Rd and Blevins Rd. The Crew has done an exceptional job. Supervisor Wisnom added that he heard zero complaints about our Crew!

Penn Dot Winter Municipal Services Renewal Agreement – Manifold explained that there are state roads within the township that our roads crew does the snow and ice removal for, Ridge Meadow Rd and Sawmill Rd. The State will reimburse for us this. Manifold motioned to authorize the Manager to sign this agreement and Wisnom seconded. Motion carried.

Ridge Meadow Rd. – Discussion on opening/closing this road. Attorney Andy Miller gave options on possibly closing this road permanently and is looking into this and will revisit next month.

Stewartstown Railroad Improvement- (Tabled from last month) it was discussed what our level of involvement will be. Chairman Manifold motioned to authorize the Manager to have the Township engineer do a site visit with the crossings of the Stewartstown Railroad in Hopewell Township and to come up with an approved plan to improve the crossings. Supervisor Wisnom seconded. Motion Carried. The second part is a request for a cost estimate that Stewartstown Borough submitted and asking if the Township was interested in doing the repairs.

Leib School Road – Road crew had been working on this prior to the storm and one of the three sections will be worked on and taken care of next week.

Mowing – The second summer round of mowing was also unable to get started due to the storm.

Subdivision/Land Development Plans:

Chairman Manifold motioned for the Board to re-sign the amended final plans for the 22-03 Seitz Subdivision. Supervisor Wisnom seconded. Motion carried.

Solicitor's Report:

Public Hearing- Ordinance No.3-2023 – Chairman Manifold motioned to adopt Ordinance No. 3-2023, an Ordinance adopting the International Property Maintenance Code as discussed at multiple meetings. Supervisor Wisnom seconded. No public comment. Motion carried.

Public Hearing- Ordinance No.4-2023 – Supervisor Wisnom motioned to adopt Ordinance No. 4-2023 which is an Adoption of a Quality-of-Life Ordinance and has been discussed at multiple meetings. Chairman Manifold seconded. No public comment. Motion carried.

Public Hearing- Ordinance No.5-2023 – Chairman Manifold motioned to adopt Ordinance No. 5-2023, an adoption of a Knox Box Ordinance. Supervisor Wisnom seconded. No public comment. Motion carried.

Public Hearing- Ordinance No.6-2023 – Supervisor Wisnom motioned to adopt Ordinance No. 6-2023 an Amendment to Stormwater Ordinance to exempt “high tunnel” or “hoop houses”. Chairman Manifold seconded. No public comment. Motion carried.

Resolution No.11-2023- Traffic Signal Bid – Chairman Manifold motioned to adopt Resolution No. 11-2023 for the intergovernmental cooperation agreement for the traffic signal bid. Supervisor Wisnom seconded. Motion carried. Manifold then motioned for the Manager to sign this agreement, Wisnom seconded. Motion carried.

Resolution No.12-2023 - Township Fee schedule – Chairman Manifold motioned to adopt Resolution No. 12-2023 and Supervisor Wisnom seconded. Motion carried.

WellSpan Mini-Hospital Re-Zone Petition – Supervisor Wisnom motioned for October 5th, 2023, for a Public Hearing Date and Chairman Manifold seconded. Motion carried.

Other Business:

Hopewell Township 2023 Halloween Date – Supervisor Wisnom motioned for Tuesday October 31, 2023 @ 6-8pm for Trick or Treat night and Chairman Manifold seconded. Motion carried.

Stewartstown Station Representative – HOA Stewartstown Station President Dan Robertson of 170 East Scarborough Fare is seeking Halloween Road closure approval at East Scarborough from Running Board Lane to Ballast Lane with the help of Eureka Fire Dept. Road would be closed from 5-8 pm. Food trucks will start at 5pm and 6-8pm would be the trick or treat time. Dan stated that he would make sure all residents are aware of the trick or treat time being 6-8pm so there is no confusion this year. Manifold motioned to approve and Wisnom seconded. Motion carried.

Ratify Township Letter for Stewartstown parade for PennDOT Permit- Manifold motioned to retroactively approve the township manager to sign the agreement letter and Wisnom seconded. Motion carried.

Jason Lytle – was present to discuss the Wastewater Treatment Plant and ask if a Land Development Plan was needed. Zoning Officer Cliff Tinsley was also present and stated that a Land Development Plan was needed.

Alicia Bone – of 17845 Barrens Road North was present to discuss public water connection requirements. Chairman Manifold explained the requirements but wasn't sure of the timelines but said she may have approximately 6 months to a year to connect to public sewer and water. It was suggested for Ms. Bone to contact the Borough for tapping fees etc. and more information.

Debbie Bull – was present to discuss Bailey Springs neighborhood concerns due to the Hotel/Apartment building being built nearby and parking concerns. Chairman Manifold suggested they ask members of the Bailey Springs Community who are residents of the Borough to attend Borough meetings. Supervisor Wisnom also gave suggestions about the parking issues in their community. Jane Wilson of 1505 S. Marshview Rd also commented on not being enough parking if the building of this possible Apartment Building is allowed. Susan Sanders of 1105 S. Marshview Rd asked about the water situation. Manifold explained that a main had to be relocated.

Janet McElwain – was present and gave a summary of the 2023 highlights so far at the Mason Dixon Library and thanked the Board for past support. This support allows the library to stay open and provide free quality services to the community. She provided a handout that covers all the highlights so far this year.

Nicole Strassman – of South-Central York County Senior Center was present along with one of her board members, Candy Kearney to give a background on the senior center and ask for support from Hopewell Township. They are located in the New Freedom Community Center. She explained that a senior center provides lunches, programming, opportunities, and resources to York County residents who are 60 and over.

Personnel-

Annual Performance review – Todd Shaul who is a member of our roads crew. He is an excellent, dependable, and productive worker with outstanding job knowledge. It is recommended that he be eligible for a \$2 an hour raise. Chairman Manifold motioned for Todd to be eligible for the \$2 an hour raise. Supervisor Wisnom seconded. Motion carried.

Annual Performance review – Travis Mergler, also a member of our road crew, has also done outstanding work this year and is also very involved in our GIS system. Chairman Manifold motioned to recommend Travis for a \$2 an hour raise. Wisnom seconded. Motion carried.

Public Comment-

Ilene Goodson of 903 S. Marshview Rd asked Cliff Tinsley if the zoning hearing for the hotel will be the final decision? Mr. Tinsley explained that the Stewartstown Borough Zoning Board would have to answer this question.

Chairman Manifold adjourned the meeting at 9:11pm.



Diana Manker, Recording Secretary

Hopewell Township Balance Sheet Prev Year Comparison As of July 31, 2023

	Jul 31, 23	Jul 31, 22	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
100.00 · Checking/Savings				
100.00 · General Fund Checking				
100.01 · Johnson Controls	0.00	91,790.00	-91,790.00	-100.0%
100.00 · General Fund Checking - Other	798,464.66	557,589.66	240,875.00	43.2%
Total 100.00 · General Fund Checking	798,464.66	649,379.66	149,085.00	23.0%
101.00 · Cell Tower MMA	137,796.69	89,370.32	48,426.37	54.2%
102.00 · Traffic Light MMA	3,077.98	3,302.97	-224.99	-6.8%
103.00 · Facilities Fund MMA	2,501,837.66	2,147,671.53	354,166.13	16.5%
104.00 · Equipment Fund MMA	331,762.46	295,595.24	36,167.22	12.2%
107 · ARPA	101.03	268,485.24	-268,384.21	-100.0%
108.00 · RoFo Traffic Light Agreement	20,000.00	0.00	20,000.00	100.0%
Total 100.00 · Checking/Savings	3,793,040.48	3,453,804.96	339,235.52	9.8%
105.00 · Payroll Checking	35,625.67	24,023.20	11,602.47	48.3%
106.00 · State Fund Checking	317,079.34	114,431.54	202,647.80	177.1%
Total Checking/Savings	4,145,745.49	3,592,259.70	553,485.79	15.4%
Total Current Assets	4,145,745.49	3,592,259.70	553,485.79	15.4%
TOTAL ASSETS	4,145,745.49	3,592,259.70	553,485.79	15.4%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
210.00 · Payroll Liabilities				
210.01 · Federal Taxes Withheld	-2,213.00	-1,769.00	-444.00	-25.1%
210.02 · FICA Taxes Withheld	-1,291.46	-1,081.36	-210.10	-19.4%
210.03 · Medicare Taxes Withheld	-302.04	-252.91	-49.13	-19.4%
210.04 · PA UC Taxes Withheld	22.37	56.54	-34.17	-60.4%
210.05 · State Income Taxes Withheld	-639.48	-490.93	-148.55	-30.3%
210.06 · Local Income Taxes Withheld	319.66	344.04	-24.38	-7.1%
210.07 · Local Services Tax Withheld	28.00	28.00	0.00	0.0%
210.14 · FICA Company Paid	-1,291.46	-901.56	-389.90	-43.3%
210.15 · Medicare Taxes Company Paid	-302.05	-210.84	-91.21	-43.3%
210.00 · Payroll Liabilities - Other	0.00	-33.67	33.67	100.0%
Total 210.00 · Payroll Liabilities	-5,669.46	-4,311.69	-1,357.77	-31.5%
Total Other Current Liabilities	-5,669.46	-4,311.69	-1,357.77	-31.5%
Total Current Liabilities	-5,669.46	-4,311.69	-1,357.77	-31.5%
Total Liabilities	-5,669.46	-4,311.69	-1,357.77	-31.5%
Equity				
275.00 · Fund Balance	3,810,441.96	3,364,935.36	445,506.60	13.2%
30000 · Opening Balance Equity	20,000.00	0.00	20,000.00	100.0%
Net Income	320,972.99	231,636.03	89,336.96	38.6%
Total Equity	4,151,414.95	3,596,571.39	554,843.56	15.4%
TOTAL LIABILITIES & EQUITY	4,145,745.49	3,592,259.70	553,485.79	15.4%

AM
D W
D M

9:34 AM
 08/02/23
 Cash Basis

Hopewell Township Expenses by Vendor Detail July 2023

Date	Num	Account	Original Amount	Paid Amount	Balance
ARMSTRONG					
07/06/2023	6/26-7/25/23 Svcs.	409.03 · Telephone/I...	272.50	272.50	272.50
Total ARMSTRONG				272.50	272.50
BEARS PORTABLE TOILETS					
07/06/2023	6/30 - 7/27/23	452.02 · Hopewell Ar...	237.50	237.50	237.50
07/06/2023	Construc Unit	452.02 · Hopewell Ar...	8.93	8.93	246.43
Total BEARS PORTABLE TOILETS				246.43	246.43
CARDMEMBER SERVICE					
07/06/2023	5/20/23-6/21/23	438.03 · Vehicle Fuel...	26.17	26.17	26.17
07/06/2023	5/20/23-6/21/23	400.08 · Dues/Subscr...	59.35	59.35	85.52
07/06/2023	5/20/23-6/21/23	438.03 · Vehicle Fuel...	38.00	38.00	123.52
07/06/2023	5/20/23-6/21/23	406.04 · Other Servic...	64.75	64.75	188.27
Total CARDMEMBER SERVICE				188.27	188.27
CGA LAW FIRM, PC					
07/06/2023	General Business	404.00 · Attorney Fees	831.00	831.00	831.00
07/06/2023	Hopkins	404.00 · Attorney Fees	1,916.80	1,916.80	2,747.80
Total CGA LAW FIRM, PC				2,747.80	2,747.80
CLARK SALES AND SERVICE, INC.					
07/06/2023	Hose parts	437.01 · Parts for Re...	59.35	59.35	59.35
07/19/2023	Hydraulic Hoses	437.01 · Parts for Re...	353.70	353.70	413.05
Total CLARK SALES AND SERVICE, INC.				413.05	413.05
COMPASS MINERALS AMERICA INC					
07/19/2023	298.63 tons	432.02 · Supplies	23,756.02	23,756.02	23,756.02
Total COMPASS MINERALS AMERICA INC				23,756.02	23,756.02
CULLIGAN WATER					
07/06/2023	Cooler rental	409.01 · Building Sup...	33.00	33.00	33.00
Total CULLIGAN WATER				33.00	33.00
DEPENDABLE CONSTRUCTION CODE SERVICES					
07/06/2023	UCC Inspections	413.05 · UCC INSPE...	2,925.00	2,925.00	2,925.00
Total DEPENDABLE CONSTRUCTION CODE SERVICES				2,925.00	2,925.00
DONNIES 10 POINT LAWN CARE					
07/19/2023	Mowing	430.01 · Lawn Care	75.00	75.00	75.00
07/19/2023	Mowing	430.01 · Lawn Care	75.00	75.00	150.00
07/19/2023	Mowing	430.01 · Lawn Care	75.00	75.00	225.00
07/19/2023	Mowing	430.01 · Lawn Care	75.00	75.00	300.00
07/19/2023	Mowing	430.01 · Lawn Care	75.00	75.00	375.00
Total DONNIES 10 POINT LAWN CARE				375.00	375.00
DUTCHMAN CONTRACTING					
07/19/2023	STORAGE Bldg	409.06 · Capital Cons...	127,446.03	127,446.03	127,446.03
07/19/2023	STORAGE Bldg	409.06 · Capital Cons...	5,399.97	5,399.97	132,846.00
Total DUTCHMAN CONTRACTING				132,846.00	132,846.00
ESQUIRE DEPOSITION SOLUTIONS, LLC					
07/06/2023	Hearing - 4/20/23	414.05 · ZHB & Plan...	400.00	400.00	400.00
Total ESQUIRE DEPOSITION SOLUTIONS, LLC				400.00	400.00
GENERAL CODE					
07/19/2023	Supp. Pages	400.11 · Other Servic...	210.00	210.00	210.00
Total GENERAL CODE				210.00	210.00

AM
ISM
D m

Hopewell Township Expenses by Vendor Detail July 2023

Date	Num	Account	Original Amount	Paid Amount	Balance
MCCARTHY TIRE & AUTO CENTERS					
07/19/2023	DT-6	437.01 · Parts for Re...	354.00	354.00	354.00
Total MCCARTHY TIRE & AUTO CENTERS				354.00	354.00
MET ED					
07/06/2023	5/26-6/26/23 Le...	438.07 · Other Servic...	52.95	52.95	52.95
07/19/2023	E Forrest Ave	433.01 · Supplies	98.17	98.17	151.12
Total MET ED				151.12	151.12
MPL LAW FIRM					
07/06/2023	Dwelling Rights	404.00 · Attorney Fees	1,548.00	1,548.00	1,548.00
07/06/2023	Wolf Farms	404.00 · Attorney Fees	72.00	72.00	1,620.00
07/06/2023	Wolf Farms Sha...	404.00 · Attorney Fees	594.00	594.00	2,214.00
07/06/2023	Magnolia Groves	404.00 · Attorney Fees	630.00	630.00	2,844.00
07/06/2023	Municipal Fees	404.00 · Attorney Fees	3,502.00	3,502.00	6,346.00
07/06/2023	Small School Ho...	404.00 · Attorney Fees	504.00	504.00	6,850.00
07/06/2023	Mayberry Subdiv...	404.02 · Attorney Fee...	288.00	288.00	7,138.00
Total MPL LAW FIRM				7,138.00	7,138.00
ORWICK FARMS LLC					
07/06/2023	Straw	439.02 · Supplies	60.00	60.00	60.00
Total ORWICK FARMS LLC				60.00	60.00
PA Chamber Insurance					
07/06/2023	Aug 2023	406.02 · Insurance a...	11,550.09	11,550.09	11,550.09
Total PA Chamber Insurance				11,550.09	11,550.09
PA ONE CALL SYSTEM INC					
07/24/2023	Monthly Fee	438.07 · Other Servic...	24.64	24.64	24.64
Total PA ONE CALL SYSTEM INC				24.64	24.64
PENN KLEEN INC.					
07/19/2023	Fuel filter	437.01 · Parts for Re...	65.98	65.98	65.98
Total PENN KLEEN INC.				65.98	65.98
QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID					
07/06/2023	6/6/23-7/5/2023	406.04 · Other Servic...	47.49	47.49	47.49
07/19/2023	7/1-7/31/23	406.04 · Other Servic...	622.60	622.60	670.09
Total QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID				670.09	670.09
SOUTH PENN CODE CONSULTANTS LLC					
07/19/2023	May 2023	413.01 · Codes Enfor...	5,025.00	5,025.00	5,025.00
Total SOUTH PENN CODE CONSULTANTS LLC				5,025.00	5,025.00
STAPLES ADVANTAGE					
07/24/2023	Supplies	406.03 · Office Suppli...	13.61	13.61	13.61
07/24/2023	Supplies	409.01 · Building Sup...	6.93	6.93	20.54
07/24/2023	Supplies	406.03 · Office Suppli...	19.68	19.68	40.22
07/24/2023	Supplies	409.01 · Building Sup...	12.23	12.23	52.45
07/24/2023	Supplies	409.01 · Building Sup...	28.39	28.39	80.84
Total STAPLES ADVANTAGE				80.84	80.84
STEWARTSTOWN BOROUGH					
07/06/2023	3/25/23-6/25/23	411.01 · Hydrant Ser...	1,179.75	1,179.75	1,179.75
Total STEWARTSTOWN BOROUGH				1,179.75	1,179.75
SUMMERS NAGY LAW OFFICES					
07/19/2023	Hopkins Appeal	404.00 · Attorney Fees	903.19	903.19	903.19
Total SUMMERS NAGY LAW OFFICES				903.19	903.19

AM
DW
DSM

9:34 AM
 08/02/23
 Cash Basis

Hopewell Township Expenses by Vendor Detail July 2023

Date	Num	Account	Original Amount	Paid Amount	Balance
TRACTOR SUPPLY CREDIT PLAN					
07/24/2023	Supplies	437.01 · Parts for Re...	339.98	339.98	339.98
Total TRACTOR SUPPLY CREDIT PLAN				339.98	339.98
TRUCK SPECIALTIES INC					
07/06/2023	DT 5 Inspection	437.01 · Parts for Re...	9,688.48	9,688.48	9,688.48
Total TRUCK SPECIALTIES INC				9,688.48	9,688.48
UNITED CONCORDIA					
07/19/2023	Aug 2023	406.02 · Insurance a...	459.02	459.02	459.02
Total UNITED CONCORDIA				459.02	459.02
W. W. GEMMILL, INC.					
07/19/2023	Water heater	409.05 · Repairs and ...	271.50	271.50	271.50
Total W. W. GEMMILL, INC.				271.50	271.50
YORK BUILDING PRODUCTS CO. INC.					
07/19/2023	2023 - Blanket O...	409.06 · Capital Cons...	5,852.79	5,852.79	5,852.79
Total YORK BUILDING PRODUCTS CO. INC.				5,852.79	5,852.79
YORK WATER COMPANY					
07/24/2023	5/29/23-6/29/2023	411.01 · Hydrant Ser...	545.40	545.40	545.40
Total YORK WATER COMPANY				545.40	545.40
TOTAL				208,772.94	208,772.94

AM
 D
 JSM

HOPEWELL TOWNSHIP

RESOLUTION NO. 12-2023

**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 fees associated with on-lot sewage management, pursuant to Chapter 18 of the Code of Hopewell Township (“Code”); and

WHEREAS, the Pennsylvania Department of Transportation has established certain fees for application and approval of Highway Occupancy Permits, and Hopewell Township is authorized to collect such fees pursuant to Chapter 21 of the Code; and

WHEREAS, the Township has adopted a Subdivision and Land Development Ordinance pursuant to which the Township is authorized to establish and collect certain fees for Subdivision and Land Development Plan submission; and

WHEREAS, the Township is authorized to establish and collect fees for building permits and inspections pursuant to Chapter 5 of the Code; and

WHEREAS, the Township has adopted a Zoning Ordinance pursuant to which the Township is authorized to establish and collect certain fees for Zoning Hearings, Rezoning Requests, Zoning & Building Permits, and other Zoning requests/fees; and

WHEREAS, the Township is authorized to establish and collect certain fees for special meeting requests; and

WHEREAS, the Township is authorized to establish and collect certain attorney fees for filing, collection and enforcement of municipal claims and liens pursuant to Chapter 1 of the Code; and

WHEREAS, the Township is authorized to establish and collect certain fees for the copying and publication of books and maps; and

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

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

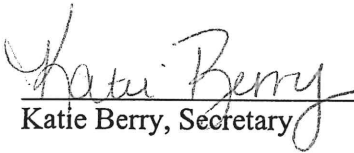
SECTION 1. The Township hereby adopts and approves the fee schedule attached hereto as Exhibit "A" as the schedule of applicable Township fees until such time as the schedule is amended or superseded.

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.

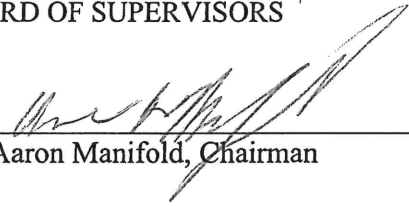
SECTION 3. This Resolution shall be effective immediately.

RESOLVED this 10th day of August, 2023.

ATTEST:


Katie Berry, Secretary

HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS

By: 
Aaron Manifold, Chairman

By : _____
John O'Neill, Supervisor

By: 
David Wisnom, Supervisor

EXHIBIT A
(see attached)

EXHIBIT A

2023 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 - \$110/hour Professional - \$100/hour Designer - \$90/hour Technical - \$74/hour Subprofessional - \$67/hour
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

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.

PERMITS

(If your permit will need UCC inspections- see the building UCC fees as well)

Zoning & Building permits

Application Fee (Due at submission - Applied to Zoning Fee)- **Non-refundable**

- Residential \$150.00
- Commercial \$250.00

Zoning Fee- Residential \$200.00 (includes two inspections)

Zoning Fee- Commercial \$350.00 (includes two inspections)

Administrative fee (**applied to all permits**)

- \$50.00 Residential
- \$150.00 Commercial

BCO Fee Residential

- \$75.00

BCO Fee- Commercial

- \$200.00

-

DCED Fee (State requirement for all UCC permits)

- \$4.50

New Principal Structure (new homes and additions)

- \$175.00, plus \$.40 per sq. ft. of living space (includes two inspections- stakeout & final, and Use/Occupancy Certificate)

New Commercial Structure

- \$250.00, plus \$.40 per sq. ft. of all areas (includes two inspections- stakeout & final, and Use/Occupancy Certificate)

Temporary Use/Occupancy Certificate- Residential (by request only. Approval required. Does not include escrow)

- \$150.00

Temporary Use/Occupancy Certificate- Commercial (by request only. Approval required. Does not include escrow)

- \$350.00

Demo Permit

- \$150.00

- Additional Inspection Fee (for all inspections not included with original Permit)
 - \$75.00
- Stormwater Permits (when required for permit approval. Two inspections included)
 - \$150.00
- Permit renewals
 - Residential \$50.00
 - Commercial \$100.00

Any Permit issued as the result of a violation notice for not securing zoning permit will be assessed a double permit fee.

Building permit fees (UCC Township Building Inspector)

DEPENDABLE CODE SERVICES

[2023 UCC fees.pdf](#)
(also see attached)

SEWAGE ENFORCEMENT OFFICER

[2023 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

\$180/hour
 \$125/hour for paralegal services

RIGHT-TO-KNOW

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

YORK COUNTY PLANNING COMMISSION

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

2023 Fee Schedule
As adopted by Resolution 12-2023
August 10, 2023