

WEST MANCHESTER TOWNSHIP

York County, Pennsylvania

RESOLUTION 26-02

SETTING FEES, RATES, AND COSTS FOR
WEST MANCHESTER TOWNSHIP FOR 2026

WHEREAS, the Board of Supervisors of West Manchester Township desires to set rates for permits, fees, applications, and miscellaneous services of the Township; and

WHEREAS, it is the opinion of the Board of Supervisors of West Manchester Township that fees need to be catalogues;

NOW, THEREFORE, BE IT RESOLVED that the following fees, rates, and costs are set:

ADMINISTRATIVE

AMOUNT

Administrative Posting Fee	\$25.00/posting
Garbage Stickers	\$2.00/sticker
Biodegradeable Bag	\$0.75/bag
Photo Copies	\$0.35/copy

ZONING

AMOUNT

Zoning Administration Technology Fee	\$25.00
Varience Fee	\$550.00
Special Exception	\$550.00
Appeal to Zoning Officer's Decision	\$550.00
Interpretation Appeal: (Plus any reimbursable costs above \$275.00)	\$550.00
Deposit for Public Hearing Signs (Refundable)	\$275.00
Zoning Verification Letter	\$40.00
Any Public Hearing before the Board of Supervisors	\$1000.00
Zoning Ordinance and Map	\$18.00
Zoning Map	\$5.00
Large Street Map	\$6.00
Subdivision/Land Development Ordinance	\$8.00
Construction Specifications	\$7.00

ZONING CONTINUED

	<u>AMOUNT</u>
Comprehensive Plan and Technical Study	\$65.00
Single Family Residential Subdivision	\$350.00 + \$10.00 per lot
All Other Subdivisions	\$350.00 + \$10.00/acre or portion thereof
Recreation Fee in Lieu of Land Dedication	\$1500.00 per lot/dwelling unit
Residential Land Development Plan	\$350.00 + \$10.00/dwelling unit
Non-Residential Land Development Plan	\$350.00 + \$10.00/ 1,000 sq. feet of floor area on the ground floor or fraction thereof up to 50,000 sq ft; plus \$5.00/ 1,000 sq. ft. or fraction thereof from 51,000 sq. ft. to 100,000 sq. ft.; plus \$1.00/ 1,000 sq. ft. over 101,000 sq. ft.
Public Improvement Inspections by Township	\$35.00/Hour
Sewer Connection Permit	\$1050.00
Building Permit/Review Fee	\$6.00 per every \$1000.00 worth of construction or fraction thereof if a building permit is required PLUS administrative fee of \$25.00 PLUS technology fee of \$25.00, if applicable.
Extension of Building Permit Fee	\$25.00
Zoning Permit/Review Fee	\$6.00 per every \$1000.00 worth of construction or fraction thereof if a zoning permit is required PLUS administrative fee of \$25.00 PLUS technology fee of \$25.00, if applicable.
Extension of Zoning Permit Fee	\$25.00
Work Without First Obtaining Permit Penalty Fee	25% increase of the Building or Permit/Review Fee
PA UCC Fee/Municipal Code Official Training Fee	\$4.50/Permit
Driveway/Sidewalk/Curb Permit	Minimum of \$25.00; plus any add'l expenses incurred, PLUS \$25.00 administrative fee
Access Drive Permit	\$75.00 + \$25.00 administrative fee
Master Plumbing License Registration Fee	\$50.00
Journeyman Plumbing License Registration Fee	\$25.00

ZONING CONTINUED

	<u>AMOUNT</u>
Stormwater Management Ordinance	\$5.00
Stormwater Site Plan	\$25.00 + any addt'l expenses incurred
Flood Plain Ordinance	\$5.00
Stormwater Management Fees	\$1.00 per sq. ft. or fraction thereof up to 10,000 sq. ft.; plus \$0.50 per sq. ft. or fraction thereof from 10,001 sq. ft. to 20,000 sq. ft; plus \$0.10 per sq. ft. or fraction thereof over 20,000 sq. ft.
Operation & Maintenance Agreement Recording	\$45.00
Highway Occupany Permit	*See PennDot "Schedule of Fees for Highway Occupancy Permits"*
Burning Permit (Covers anything that does not involve further services from the Fire Dept. or the Township other than inspecting the site and processing the Permit)	\$50.00
Burn Permit w/ Extinguisher Training (1-15 Employees) (Covers the cost to have the extinguishers re-charged, the time to teach the class, plus the processing of permit)	\$150.00
Burn Permit w/ Extinguisher Training (16-50 Employees) (Covers the cost to have the extinguishers re-charged, the time to teach the class, plus the processing of permit)	\$200.00
Extinguisher Training (each addt'l employee over 50)	\$10.00

ON-LOT SEWAGE ENFORCEMENT

Sewage Permit Applications:

- A. New on-lot system, repair, modification
-Repair in this category shall be limited to septic tank replacement or absorption area replacement. Modification in this category shall be limited to expansion or enlargement of an existing absorption area.
- B. Repair, Modification, or Temporary Holding Tank
-Repair in this category includes replacing broken pipes, pumps, float controls, sealing watertight joints, replacing cracked lids, gas deflectors, and solids retainers.

AMOUNT

\$300.00 (stated fee includes one (1) inspection. Addt'l inspections may be required.)
\$200.00 (stated fee includes one(1) inspection. Addt'l inspections may be required.)

ON-LOT SEWAGE ENFORCEMENT CONTINUED

AMOUNT

-Modifications in this category include installation of grease trap, adding a manhole extension to an existing septic tank, adding effluent filters, or adding hardware that changes the treatment process from anaerobic to aerobic.

Soil Profile Description (Probe)	\$150.00
Percolation Test	\$350.00
A. Holes dug by Sewage Officer	add \$250.00
B. Water provided by Sewage Officer	add \$250.00
** Planning Activities and related work, not covered by the above schedule of fees, will be billed at the rate of \$90.00 per hour. These fees will first be collected from the applicant and reported on the monthly report, labeled planning. **	
Field Work, Inspections, Plot Plans, Letter for Real Estate Transactions	\$90.00 per hour
Well Isloation Waiver Agreements – Admin Work	\$90.00 per hour
Request for Septic Tank Pumping Interval Extension	\$100.00
Holding Tank – One (1) Annual Inspection, Report & Tracking	\$130.00
** Inspections of construction of on-lot septic systems, investigation of malfunctions, enforcement activities and related work not covered by the above schedule of fees will be billed to municipality at the rate of \$90.00 per hour. **	
OLM Inspections per Ordinance requirements One (1) inspection and Two (2) hours of admin included	\$200.00
** Two (2) hard copies of septic designs must be provided to the SEO with the application for new systems. For the SEO to print design copies, cost is \$0.25 per single-sided page x 2 copies. **	

TOWNSHIP ENGINEER (HRG)

RATE PER HOUR

Administration I	\$70 - \$90
Administration II	\$85 - \$105
Environmental Scientist I	\$95 - \$125
Environmental Scientist II	\$125- \$155
Planner I	\$100 - \$130
Planner II	\$130 - \$150
Senior Planner	\$150 - \$185

TOWNSHIP ENGINEER (HRG)**RATE PER HOUR**

Landscape Architect I	\$95 - \$125
Landscape Architect II	\$125 - \$155
Senior Landscape Architect	\$155 - \$170
Surveyor I	\$85 - \$120
Surveyor II	\$120 - \$145
Senior Surveyor	\$145 - \$170
GIS Professional I	\$95 - \$130
GIS Professional II	\$130 - \$145
Senior GIS Professional	\$145 - \$170
Resident Project Representative I	\$85 - \$125
Resident Project Representative II	\$125 - \$150
Senior Resident Project Representative	\$150 - \$170
Junior Technician	\$80 - \$100
Technician I	\$105 - \$135
Technician II	\$135 - \$160
Senior Technician	\$160 - \$185
Financial Specialist	\$120 - \$150
Engineering Professional I	\$135 - \$170
Engineering Professional II	\$170 - \$180
Project Engineer	\$180 - \$205
Senior Project Engineer	\$205 - \$215
Assistant Project Manager	\$150 - \$180
Project Manager	\$180 - \$200
Senior Project Manager	\$200 - \$215
Operations Manager/Senior Technical Leader	\$180 - \$230

TOWNSHIP ENGINEER (HRG)**RATE PER HOUR**

Concrete Monuments	\$30.00/Each
Lodging	At Cost
Maps, Permits, Licenses	At Cost
Meals	At Cost
Mileage	IRS Allowable
Miscellaneous Charges	At Cost
Postage	As Weighed
Stormwater Infiltration Testing Ring	\$25.00/Each
Technology Equipment Charge	\$150.00/Day
Wide Format Printing/Copying	\$.50/Sq. Foot

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

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

PUBLIC WORKS**RATE PER HOUR**

Roller	\$39.01
Dump Truck (single axle)	\$74.83
Dump Truck (tandem axle)	\$117.13
Skid Loader	\$78.88
Wheel Loader	\$116.74
Leaf Vacuum + cost of 1-ton or 5-ton truck	\$53.67
1-ton Truck	\$48.00
5-ton Dump Truck	\$60.67
Backhoe	\$110.03
Street Sweeper	\$184.20
Generator/Pump/Power Saw/Compressor	\$45.00
Paver with Truck	\$262.71

PUBLIC WORKS

	<u>RATE PER HOUR</u>
Sewer TV Unit	\$98.03
Mini Camera	\$60.00
Jet Vac Flush Truck	\$169.41
Tractor with Mower	\$70.76
Electric Sewer Rodder	\$30.00
Snowplow for on Truck	\$23.80
Spreader, Salt, Sand for on Truck	\$11.05
Emergency Portable Lighting	\$75.00 (Min. of 2 hours)
Labor per Man Hour – Regular	\$60.70
Labor per Man Hour – Overtime	\$91.50
Asphalt, Stone, Dirt, Salt and Sand	Actual Cost per ton + \$50
Fuel	Actual Cost per gallon + \$50

FIRE**AMOUNT**

Copy of Fire/Incident Report:	
Reports less than 5 pages	\$15.00
Pages 5-6	\$5.00/page
Pages 6-20	\$2.00/page
Administrative Fee	\$25.00
Labor per Man Hour for Cleanup	\$57.12
Fire Police/Traffic Control Services	\$200.00 per hour
Debris Removal/Cleanup	\$350.00
Medical Extraction (w/ Hydraulics)	\$1,500.00 per patient
EMS Service Fee	Up to \$375.00

FIRE APPARATUS FEES (BILLED ONE-HOUR MIN)**RATE PER HOUR**

Engine	\$450.00 per hour
Aerial/Ladder	\$500.00 per hour
Rescue	\$475.00 per hour
Utility/Service	\$200.00 per hour
Chief/Duty Officer	\$200.00 per hour

FIRE EQUIPMENT FEES**RATE PER HOUR/USE**

Self Contained Breathing Apparatus (SCBA)	\$75.00 each
Hose (per 50 feet)	\$35.00
Gas/CO Detector/Heat Gun	\$50.00 per use
Deodorizer	\$25.00 per use
Extinguisher	\$65.00 per use
Hand Tools	\$15.00 each
Hydraulic Rescue Tools	\$250.00 each
Air Bags	\$250.00 per Bag
Scene Lighting	\$75.00 per hour
Oil Booms	\$50.00 each
Oil Absorbent Sheets	\$3.50 each
Absorbent Pillows	\$15.00 each
Oil Dry	\$35.00 per bucket
Power Tools	\$50.00 each
Road Closing/Traffic Control	\$125.00 per hour
Salvage Covers	\$50.00 each
Flares	\$8.00 each
Ventilation Fans	\$100.00 each
Thermal Imaging Camera (TIC)	\$200.00 each
Foam	\$75.00 per gallon
Cribbing:	
- Passenger	\$100.00 each
- Class B	\$200.00 each
- Trucks – Class A	\$500.00 each
Stabilization Struts	\$75.00 per use
Medical Gloves	\$2.00 per pair
Ladders	\$50.00 per use
Generator	\$75.00 per hour
Hand Lights	\$5.00 per use
Portable Pond	\$250.00 per use
Fire Line Tape	\$0.50 per foot
Trash Bags	\$2.00 per bag

FIRE EQUIPMENT FEES CONTINUED

Tyvek Suits (Nonhazardous Liquids)
Tyvek Suits (Hazardous Liquids)

RATE PER HOUR/USE

\$35.00 each
\$80.00 each

POLICE

	<u>AMOUNT</u>
Parking Tickets	\$15.00
Criminal History Record Information	\$15.00
Fire Reports	\$15.00
Incident Reports	\$15.00
Reports less than 5 pages	\$15.00
Pages 5-6	\$5.00/page
Pages 6-50	\$2.00/page
Pages 51 and up	\$1.00/page
Photographs	\$1.00/photo
Video	\$15.00/video
Labor Per Hour for Police Services (Overtime)	\$100.00 per hour

PARKS & RECREATION

	<u>RATE PER HOUR/USE</u>
Basketball & Volleyball Courts	Resident = \$15.00/hour Non-Resident = \$25.00/hour
Softball/Baseball/Soccer Fields	Resident = \$15.00/hour Non-Resident = \$25.00/hour
Green Space	Resident = \$15.00/hour Non-Resident = \$25.00/hour

Small Pavilion Rentals: Broad Street, Derry, Loman, Shetter, Bennett Williams Parks

Resident = \$40.00/day Non-Resident = \$50.00/day
+ a \$25.00 refundable trash bag/restroom key deposit

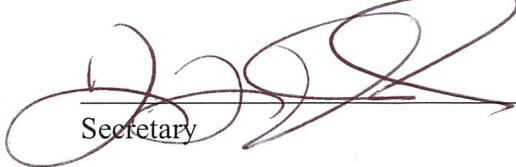
Large Pavilion Rentals: Sunset Lane and Dunedin Parks

Resident = \$50.00/day Non-Resident = \$60.00/day
+ a \$25.00 refundable trash bag/restroom key deposit

BE IT FURTHER RESOLVED that this Resolution will be effective on January 5th, 2026.

RESOLVED by the Board of Supervisors of West Manchester Township this 5th day of January 2026.

Attest:

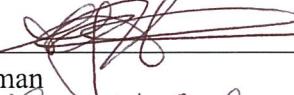


Secretary

WEST MANCHESTER TOWNSHIP

Board of Supervisors

Chairman



Ronald J. Rendan

Vice Chairman

Supervisor