

**TOWNSHIP OF WEST LAMPETER**  
**Lancaster County, Pennsylvania**  
**RESOLUTION NO. 23-2022**

**A RESOLUTION RECOGNIZING ADOPTING THE WEST LAMPETER TOWNSHIP  
FEE SCHEDULE FOR THE YEAR 2023.**

**WHEREAS**, the Township provides a myriad of individual services for both citizens and non-citizens of the Township; and

**WHEREAS**, the Township staff, in conjunction with service professionals, has reviewed and established the costs in providing these services; and

**WHEREAS**, the Township desires and is permitted to recoup costs associated with providing these services to those requesting such services; and

**WHEREAS**, the Board of Supervisors desires to ensure a uniform application and payment of fees for services; and

**NOW THEREFORE**, be it hereby resolved and it is enacted by the Board of Supervisors of the Township of West Lampeter, Lancaster County, Pennsylvania, that the following fees shall apply and be payable to the Township for the various services listed, and shall hereafter be known as the West Lampeter Township Fee Schedule (Exhibit "A") for the year 2023.

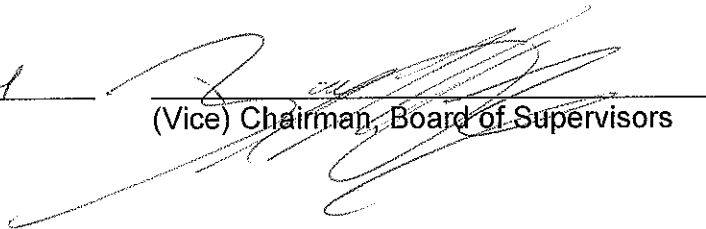
**DULY ADOPTED** this 12th day of December, 2022 by the Board of Supervisors of West Lampeter, Lancaster County, Pennsylvania, in lawful session duly assembled.

ATTEST:

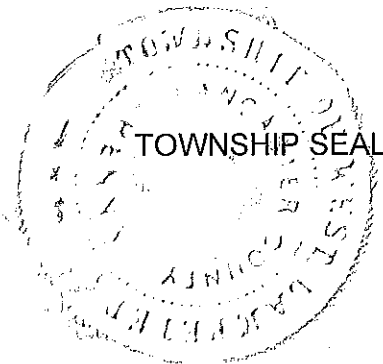
BY:



(Asst) Township Secretary



(Vice) Chairman, Board of Supervisors



**WEST LAMPETER TOWNSHIP**  
**Lancaster County, Pennsylvania**  
**2023 FEE SCHEDULE**  
**Exhibit "A" Resolution 23-2022**

**OPEN RECORDS POLICY FEES**

West Lampeter Township will charge the following fees for duplication of public records requests:

Black & White Duplication/Photocopy (paper copies)	\$ 0.25 per page per side
Black & White Duplication from electronic media to paper	\$ 0.25 per page per side
Color Duplication/Photocopy (paper copies less than 11x17)	\$ 0.50 per page per side
Large format Duplication/Photocopy	\$10.00 per page per side up to actual cost
Duplication to electronic media	actual cost
Postage for records mailed to requester	actual postage cost

In the event that West Lampeter Township incurs additional costs over and above those stated here, additional fees will be charged on actual cost. The Township will require prepayment if the total fees are estimated to exceed \$100.00.

**REFERENCE MATERIALS**

Code of Ordinances	\$ 150.00 paper/\$4.00 thumb drive
Zoning Ordinance	\$ 16.00
Zoning Map	\$ 6.50
Storm Water Management Ordinance	\$ 10.00
Subdivision & Land Development Ordinance	\$ 10.00
Comprehensive Plan	\$ 100.00 paper/\$4.00 thumb drive
Act 537	Township engineer costs

**REFUSE & RECYCLING PROGRAM**

Curbside pick-up	\$ 160.00 semi-annually
(senior discount of 4% and full-year payment (non-senior) discount of 2% available)	
<u>Extra service tags</u>	
Yellow/extra bag	\$ 1.50
Orange/tire	\$ 1.75
Red/oversized item	\$ 5.00
Blue/appliance	\$ 15.00
Kraft brown bags	\$ 0.50 each
Recycling bins (24 gallon)	\$ 11.00
Recycling barrel (25 gallon)	\$ 12.50
Recycling carts	\$ 75.00

**TOWNSHIP PERSONNEL & EQUIPMENT CHARGES**

**Public Works Department**

Road Master/Public Works Director	\$ 60.00/hour
Personnel (regular hours)	\$ 47.00/hour per person
Personnel (overtime hours)	\$ 62.00/hour per person
Mower	\$ 55.00/hour*
Pick up/Utility truck	\$ 55.00/hour*
Roller	\$ 70.00/hour*
Dump Truck	\$ 80.00/hour*
Backhoe/Loader	\$ 95.00/hour*
Road Counters for study	\$ 400.00 per road per week

\*plus employee rate, minimum two (2) hours

Police Department

Uniformed Personnel

\$ 85.00/hour per person

Non-uniformed Personnel

\$ 35.00/hour per person

Community Development Department

Building Code Official

Code Administrators Rates

Zoning Officer

\$ 55.00 (regular) \$75.00 (overtime) per hour  
per person

Stormwater Coordinator

\$ 117.00 (regular/overtime)

TOWNSHIP FACILITY USE CHARGES – VILLAGE PARK

In-line skate rink

\$ 50.00 – resident, \$ 75.00 non-resident

Basketball courts

\$ 40.00 – resident, \$ 65 non-resident

Baseball field

\$ 40.00 – resident, \$ 65.00 non-resident

Multi-purpose field

\$ 40.00 – resident, \$ 65.00 non-resident

Picnic pavilion

\$ 40.00 – resident, \$ 65.00 non-resident

Amphitheatre

\$ 40.00 – resident, \$ 65.00 non-resident

*(All of the above are based on a 3-hour period and certificates of insurance are required)*

Lampeter-Strasburg District area youth sports organizations

\$ 350.00 per season

Lampeter-Strasburg District area sports tournaments

\$ 300.00 per day

Non Lampeter-Strasburg District area sports tournaments

\$ 500.00 per day + cost of 2 porta-potty units

*(All of the above require certificates of insurance)*

OTHER TOWNSHIP FEES

Interest may be charged on invoices 30 days past due or more.

Returned Check Fee (applies to all services)

\$ 25.00 per returned check  
(non-sufficient funds, closed accounts)

Rejected ACH Online Payments

\$ 25.00 per returned item

Dog Seizure Fee

\$ 225.00

Amusement/Mechanical Device Tax

\$ 150.00 *(suspended through 12/31/23)*

Solicitation Permit Fee

\$ 50.00 application fee, renewable for up to five (5)  
consecutive monthly increments at \$ 10.00/month

Solicitation ID Card (mandatory)

\$ 5.00 per person

PLANNING AND ZONING FEES

Zoning Hearing Board Fees

Variance (residential)

\$ 500.00 plus ½ cost of stenographer

Variance (non-residential)

\$ 600.00 plus ½ cost of stenographer

Special Exception (residential)

\$ 500.00 plus ½ cost of stenographer

Special Exception (non-residential)

\$ 600.00 plus ½ cost of stenographer

Appeals of the Decision of the Zoning Officer

\$ 500.00 plus ½ cost of stenographer

Multiple Hearing Application (same property-residential)

\$ 700.00 plus ½ cost of stenographer

Multiple Hearing Application (same property-non-residential)

\$ 800.00 plus ½ cost of stenographer

Procedural Challenge

\$ 500.00 plus ½ cost of stenographer

Conditional Use

\$ 650.00 plus ½ cost of stenographer

Rezoning

\$ 800.00 plus cost of legal advertising

Substantive Challenge of a Zoning Ordinance

\$ 800.00

Postponement of a Hearing (after legal advertising deadline)

\$ 200.00 plus cost of legal advertising

*(applies to Zoning Hearing Board & Board of Supervisors)*

Legal & Engineering Review Fees

Actual costs incurred

**Subdivision & Land Development Fees\***

<b>Pre-Application Meeting (MOU)</b>	Actual costs incurred for legal and engineering review
<b>Waiver from Land Development Ordinance</b> (if not submitted as part of Preliminary or Final Plan)	\$ 100.00
<b>Sketch Plan</b>	\$ 450.00 plus actual legal and engineering costs Incurred
<b>Subdivision/Land Development Revisions (Including Lot Add-on)</b>	
Revised Subdivision & Land Development Plan Application Fee	\$ 450.00
Revised Subdivision & Land Development Plan Escrow Fee	\$ 1,000.00
<b>Residential (Including Agricultural Uses)</b>	
Preliminary/Final Subdivision (ONLY) Plan Application Fee	\$ 350.00 + \$ 5.00/lot
Preliminary/Final Subdivision (ONLY) Plan Escrow Fee	\$ 1,000.00 + \$ 15.00/lot
Preliminary/Final Subdivision and/or Land Development Plan Application Fee	\$ 450.00 + \$ 15.00/lot
Preliminary/Final Subdivision and/or Land Development Plan Escrow Fee	\$ 1,500.00 + \$ 35.00/lot
<b>Non-Residential &amp; Multi-Family Residential</b>	
Preliminary/Final Subdivision (ONLY) Plan Application Fee	\$ 500.00 + \$ 15.00/acre~
Preliminary/Final Subdivision (ONLY) Escrow Fee	\$ 2,000.00 + \$ 50.00/acre~
Preliminary/Final Subdivision and/or Land Development Plan Application Fee	\$ 500.00 + \$ 20.00/acre~
Preliminary/Final Subdivision and/or Land Development Plan Escrow Fee	\$ 2,000.00 + \$ 75.00/acre~
<b>Construction Inspection Fee (Engineering Review &amp; Inspection Fee)</b>	Actual costs incurred
<b>Road Dedication (per street or any portion of street to be dedicated)</b>	\$ 300.00 plus actual legal and engineering costs incurred

\*For purposes of Application and Escrow Fee calculations, if the plan ONLY involves the division of land, then Subdivision Application and Escrow Fees are used; If construction of any improvement(s) is/are included as a part of the plan, the fees shall be calculated using the Subdivision and/or Land Development Plan application and Escrow Fees.

If the actual total of engineering and legal review costs incurred are less than the escrow received, a refund will be issued upon request when the project is complete. If the escrow is diminished below \$ 500.00, an additional amount of deposit will be required to reimburse expenses and/or cover future engineering and legal review costs.

Legal and engineering fees are billed based on charges by the Township's consultants whose fee schedules are hereby incorporated as a part of this Resolution (see attachments).

Additional fees such as stormwater management plan review shall apply.

~per acre or portion thereof (portions of an acre will be rounded up to the next highest acre)

**FEE-IN-LIEU OF PARKLAND DEDICATION**

In accordance with Section 240-36 of the West Lampeter Township Code of Ordinances, the Township may, at its discretion, accept a fee-in-lieu of parkland dedication. The fair market value rate for the purchase of .04 acres (per dwelling unit) has been determined to be and hereby established at \$ 1,700.00.

STORMWATER MANAGEMENT

Exemption	No Fee
Small Project (1,001 – 5,000 square feet) (includes plan review & one inspection)	\$ 125.00 application fee
Additional Inspections for Small Projects	\$ 50.00/inspection
Stormwater Management Plan Application Fee	\$ 500.00
Stormwater Management Plan Escrow Fee	\$ 1,000.00

UTILITY CONNECTIONS

Sewer Connection Fee	per Suburban Lancaster Sewer Authority
On-Lot System	\$ 90.00
On-Lot Report	\$ 30.00 plus actual costs for citations + \$ 25.00 late fee after 30 days
Water Connection Fee	per City of Lancaster fee schedule
Appeal of Sewer Ordinance	\$ 150.00

ZONING PERMIT FEES

Applied to West Lampeter Township Zoning Permits (alone & when required with construction permits)

New Residential	\$ 100.00/unit
Existing Residential	\$ 60.00/unit
New Commercial	\$ 175.00/unit
Existing Commercial/Build outs/Change of use/Temporary Use/ Accessory Structure	\$ 75.00/unit
Signs (additional construction fees may apply)	\$ 55.00 per sign
Residential Accessory Structures (other than above)	\$ 50.00
Accessory Dwelling Units/Unit of Care Application Fee	\$ 50.00
Accessory Dwelling Unit/Unit of Care Annual Fee	\$ 25.00
Driveways – applied to re-paving, additional driveways and/or expansion of existing driveways	
Residential	\$ 50.00
Commercial (requires UCC review)	\$ 100.00
Road Openings (roadways dedicated to the Township)	\$ 60.00 + roadmaster inspection as invoiced
Dumpster placed on Township Roadway (30 days maximum)	\$ 50.00
Residential Permit Renewal (extension at the discretion of the BCO)	\$ 35.00 + inspections/review as required
Commercial Permit Renewal (extension at the discretion of the BCO)	\$ 100.00 + inspections/review as required
State Mandate Education Fee – all building permits	\$ 4.50
Special Event/Temporary Use Permit	\$ 50.00

**Residential Construction (One & Two Family) – plus Zoning Permit Fees – Per Third Party Inspection Service Provider Fee Schedule (attached)**

Note 1: Permit fees not paid within 90 days of issuance shall be subject to a 10% penalty (incurred monthly). Fees unpaid after 6 months are subject to lien.

Note 2: Cancelled permits are subject to all applicable plan review fees (and late fees) if not cancelled within 90 days of being issued.

Note 3: Work initiated without a building permit is subject to an additional fee equal to 2x the actual total building permit fee. In addition, work initiated without a building and/or zoning permit may be subject to appropriate legal action as provided by law.

Note 4: Consulting time including, but not limited to, legal preparation, court appearances, property maintenance inspections, and life and safety inspections will be billed at a rate of \$50.00/hour.

**Commercial/Mixed Use/Multi-Family Residential Construction/New Construction/Additions/Alterations/Accessory Structures – Per Third Party Inspection Provider Fee Schedule (attached) plus additional zoning fees as applicable**

Note 1: Permit fees not paid within 90 days of issuance shall be subject to a 10% penalty (incurred monthly). Fees unpaid after 6 months are subject to lien.

Note 2: Work initiated without a building permit is subject to an additional fee equal to 2x the actual total building permit fee. In addition, work initiated without a building and/or zoning permit may be subject to appropriate legal action as provided by law.

Note 3: Cost of construction (COC) includes materials and labor.

Note 4: Cancelled permits are subject to all applicable plan review fees plus a \$100.00 administrative fee, and accrue monthly penalties if not cancelled within 90 days of issuance.

Note 5: Consulting time including, but not limited to, legal preparation, court appearances, property maintenance inspections and life and safety inspections will be billed at a rate of \$75.00/hour (minimum 2 hours).

Building Code of Appeals Hearing Application (non-refundable)	\$ 500.00
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Property Maintenance Appeal Hearing Application (non-refundable)	\$ 200.00
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## Nancy Mellinger

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**From:** George Alspach <galspach232@aol.com>  
**Sent:** Thursday, October 6, 2022 8:44 AM  
**To:** Nancy Mellinger  
**Cc:** George Alspach  
**Subject:** Re: 2023 Fees

Nancy,

2023 Fees

\$150.00 hourly rate

\$75 per lien attorney fee

\$41 per lien filing fee

Please let me know if there are questions.

Thanks

George

George D. Alspach, Esq.  
ALSPACH AND RYDER LLC  
232 N. Duke Street  
Lancaster, PA 17602  
(717) 393-3939  
(717) 397-9034 (fax)

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-----Original Message-----

**From:** Nancy Mellinger <Nancy@westlampeter.com>  
**To:** George Alspach <galspach232@aol.com>  
**Sent:** Tue, Oct 4, 2022 1:29 pm  
**Subject:** 2023 Fees

Kindly submit in writing, your 2022 Fee Schedule for West Lampeter Township.

Thank you.

Nancy Mellinger  
West Lampeter Township  
852 Village Road  
PO Box 237  
Lampeter, PA 17537

## Nancy Mellinger

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**From:** Craighead Carey, Jennifer <jcraighead@barley.com>  
**Sent:** Tuesday, October 4, 2022 4:01 PM  
**To:** Nancy Mellinger  
**Subject:** RE: 2023 Fees

The hourly rate is \$240. Thank you. Jennifer

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Jennifer Craighead Carey  
126 East King Street  
Lancaster, PA 17602  
T: 717-399-1523 | x3523 | C: 717-201-7510 | F: 717-291-4660  
Bio

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## Barley Snyder

PRACTICE EXCELLENCE®

BARLEY.COM

**From:** Nancy Mellinger <Nancy@westlampeter.com>  
**Sent:** Tuesday, October 4, 2022 3:53 PM  
**To:** Craighead Carey, Jennifer <jcraighead@barley.com>  
**Subject:** 2023 Fees

Kindly submit your 2023 Fee Schedule for West Lampeter Township.

Thank you.

Nancy Mellinger  
West Lampeter Township  
852 Village Road  
PO Box 237  
Lampeter, PA 17537

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**Morgan, Hallgren, Crosswell & Kane, P.C.**

**2023 Fee Schedule**

	<u>Hourly Rate</u>
William C. Crosswell	\$195.00
Anthony P. Schimaneck	\$190.00
Josele Cleary	\$190.00
Robert E. Sisko	\$190.00
Jason M. Hess	\$185.00
Other Attorneys	Not to exceed \$195.00

In addition, out-of-pocket expenses will be required to be reimbursed, including, but not limited to, photocopying, long distance telephone charges, filing and recording fees, and travel expenses.



# Code Administrators Inc

## 2023 UCC FEE SCHEDULE RESIDENTIAL 1 & 2 FAMILY DWELLINGS

### **Residential – Additions & Alterations**

\$50.00 per Construction Inspection.

Plan review and consulting are conducted at \$60.00/hr., billed at 1/2 hour increments.

Re-inspections are conducted at \$50.00 per trip to job site.

### **Residential – Solar**

\$50.00 per Construction Inspection.

\$150.00 Plans Review Fee per dwelling unit.

Re-inspections are conducted at \$50.00 per trip to job site.

### **Residential – New Construction**

\$70.00 per Construction Inspection.

\$200 Plans Review Fee per dwelling unit.

Re-inspections are conducted at \$70.00 per trip to job site.

Fire sprinkler systems plans review are conducted at \$60.00 per hour.

### **Residential Administrative Fees**

Notice of Violation, Court filings and appearance for a summary offense citation at \$75.00 per 1/2 hour

PA State Educational Fee at \$4.50 per permit.

1525 Oregon Pike, Suite 901  
Lancaster, Pennsylvania 17601  
Codeadministrators.com  
717-859-3350



# Code Administrators Inc

## 2023 UCC FEE SCHEDULE COMMERCIAL CONSTRUCTION (Non-1&2 Family Dwellings)

**Pennsylvania State Educations Fund**

\$4.50 per permit

**Notice of Violation, Court filings and appearance for a summary offense citation**

\$150 per hour

**Preliminary Meetings** - \$75 per 1/2 hour increment

**Projects with Cost of Construction below \$250,000**

**Plan Review**

\$75 per 1/2 hour increment, billed at permit issuance or permit cancellation/abandonment

**Commercial Inspections** (Building, Mechanical, Plumbing, Electrical, Energy)

<u>Cost of Construction</u>	<u>Minimum Cost</u>	<u>Allotment of Inspections</u>
\$0 - \$19,999	\$150	2
\$20,000 - \$39,999	\$300	4
\$40,000 - \$59,999	\$450	6
\$60,000 - \$79,999	\$600	8
\$80,000 - \$99,999	\$750	10
\$100,000 - \$149,999	\$1050	14
\$150,000 - \$199,999	\$1750	23
\$200,000 - \$250,000	\$2250	30

Additional inspections above allotment, \$75 per inspection.

**Projects with Cost of Construction Above \$250,000**

**Plan Review & Inspections**

Up to \$1,000,000	.015 X cost of construction
Then from the next \$1,000,001, - \$2,000,000	.01 X cost of construction
Then from the next \$2,000,001 - \$Up	.005 X cost of construction

1525 Oregon Pike, Suite 901  
Lancaster, Pennsylvania 17601  
Codeadministrators.com  
717-859-3350



**HOURLY BILLING RATE SCHEDULE  
FOR 2023 CONSULTING SERVICES**

STAFF TYPE	HOURLY BILLING RATE
<b>ELA GROUP, INC. -- ENGINEERS AND LANDSCAPE ARCHITECTS</b>	
President	\$ 180.00
Division Director/Principal/Vice President	\$ 135.00 - \$ 190.00
Senior Project Manager/Engineer	\$ 130.00 - \$ 170.00
Project Manager	\$ 120.00 - \$ 140.00
Project Engineer/Landscape Architect Designer	\$ 75.00 - \$ 135.00
CAD Manager	\$ 120.00
Senior CAD Designer	\$ 100.00 - \$ 120.00
CAD Designer	\$ 80.00 - \$ 100.00
GIS	\$ 140.00
Administration	\$ 60.00 - \$ 85.00
<b>ELA SPORT – ATHLETIC FACILITY PLANNING</b>	
Principal-In-Charge: ELA Sport	\$ 175.00
Senior Project Manager	\$ 170.00 - \$ 180.00
Project Manager	\$ 90.00 - \$ 145.00
Senior Designer	\$ 110.00 - \$ 130.00
Design Technician	\$ 75.00 - \$ 90.00
<b>ELA TECHNOLOGIES – ELECTRONIC DATA MANAGEMENT</b>	
Tech Support	\$ 80.00 - \$ 110.00
Scanning (Document Imaging)	\$ 65.00

**REIMBURSABLE EXPENSES**

Reimbursable expenses are at cost including, but not limited to the following:

- |                                    |                                  |
|------------------------------------|----------------------------------|
| o Mileage                          | o Testing Services               |
| o Travel Expenses, including Meals | o Equipment Rental               |
| o Prints                           | o Traffic Counter Rental         |
| o Copies                           | o Application/Recording Fees     |
| o Postage                          | o Permit and/or Other Fees       |
| o Outside Consultants              | o Other Project Related Expenses |

ELA Group Inc/ELA Sport adjusts the fee schedule annually to reflect the cost of doing business for the coming year. This fee schedule is effective December 17, 2022 through December 15, 2023. For projects in progress that extend past the dates of the fee schedule attached to executed contracts, rates will be adjusted on the invoices and may adjust the amount of the project contracted fee.

Corporate Office:  
743 South Broad Street  
Lititz, PA 17543  
(717) 626-7271

2013 Sandy Drive, Suite 103, State College, PA 16803; (814) 861-6328  
414 North Jackson Street, Buller, PA 16001; (724) 256-9646

Branches:  
Central PA  
Western PA  
100% Employee Owned Company (ESOP)