

**RESOLUTION FOR AMENDING THE FEES AND SERVICES  
RESOLUTION # 2017-03**

**WHEREAS**, the Board of Supervisors of Cumberland Township has adopted a codification, consolidation and revision of the ordinance of Cumberland Township; and,

**WHEREAS**, it is the desire of the Board of Supervisors of Cumberland Township to eliminate all filing fees, permit fees and licenses fee from the Code of Ordinances and enact them instead by resolutions; and,

**NOW, THEREFORE BE IT RESOLVED THAT** and it is hereby resolved by the Board of Supervisors of Cumberland Township that all fees are hereby fixed as follows, to be effective January 3<sup>rd</sup>, 2017:

**PERMIT FEE SCHEDULE**

**Building Permit Application Fees:**

Value \$1.00 - \$499,999.00	\$66.00
<i>(plus \$2.34 per \$1,000.00 over \$1,000.00)</i>	
Value over \$499,999.00	\$1,420.00
<i>(plus \$3.18 per \$1,000.00 over \$500,000.00)(Subject to review by the Building Valuation Data Sheet)</i>	
Act 13 – Pennsylvania Uniform Construction Code Surcharge:	\$4.00
Use and Occupancy Permit	\$56.00
Temporary use and Occupancy Permit	\$218.00
Driveway Permits (Billed at the Building Permit Application time for all locations on current or future Township Roads)	\$56.00

**Inspection Fees:**

**New Homes:**

House under 3,000 sq. ft	\$778.00
House over 3,000 sq. ft.	\$992.00
House over 5,000 sq. ft.	\$1,327.00

**Existing Homes/Structures: (Per each Inspection)**

Building Addition/Expansion/Remodel	\$71.00
Electrical Service Inspection:	
Up to 200 amp.	\$71.00
200 amp – 600 amp	\$114.00
Plumbing Inspection	\$71.00
Mechanical Inspection	\$71.00
Energy Inspection	\$71.00
Porch & Deck Inspection	\$71.00
Re-Inspection & Pre-Construction	\$88.00/hour

**Plan Review: (By request)**

Building	\$88.00/hour
Plumbing	\$88.00/hour
Energy	\$88.00/hour
Mechanical	\$88.00/hour
Electrical	\$88.00/hour

**Campground Permit**

\$119.00

**Daycare Inspection/Registration (per calendar year)**

1-5 Children	\$119.00
6-12 Children	\$240.00

**Demolition Permit**

Residential	\$119.00
Commercial	\$240.00

**Junk or Salvage License**

\$273.00

**Mobile Home Park Permit**

*(\$2.00 per occupied mobile home lot or minimum fee)*

\$119.00 (minimum fee)

**Special Event Permits:**

200-500 Participants	\$218.00
501-3000 Participants	\$328.00
3001 & More Participants	\$437.00
Conditional Approval Permit	\$66.00 (additional to application fee)

*(Township will bill for actual costs incurred over and above the fee schedule)*

**Road Occupancy Permit**

*(see attached schedule)*

**Septic Hauler License (per calendar year)**

\$109.00

**Sign Permit Application Fees:**

Signs under 60 sq. ft.	\$119.00
60 sq. ft. and over	\$301.00

**Well/Geothermal Permit**

\$119.00

**Post Project Application Submission  
for Permits**

\$66.00

**OPEN RECORDS POLICY SERVICES**

Photocopies	\$.25 per page per side
Certification of Public Record	\$5.00

**Notes:** Township reserves the right to collect an advanced fee for lengthy documents in accordance with the Pennsylvania Right to Know law.  
If the total estimated cost to duplicate record exceeds \$100.00, the Township may require prepayment prior to providing access to the public record, and may charge for preparation costs.

**Prevailing Copy Rates for items below**

- Comprehensive Plan
- Construction Specifications
- Subdivision and Land Development Ordinance
- Stormwater Management Ordinance
- Zoning Ordinance
- Zoning Map

Pre-Application Meeting – At the request of the Developer:

Township Manager	\$66.00/hour
Road Master	\$55.00/hour
Zoning/Code Enforcement	\$55.00/hour
Township Solicitor <i>(actual expenses incurred)</i>	
Township Engineer <i>(actual expenses incurred)</i>	

Return Check Fee \$54.00

**POLICE**

Crash Investigation Report

\$15.00

**PARK AND RECREATION FEES: (AT TIME OF APPROVAL)**

The proportion of the development to be dedicated to the Township for Park and recreation purposes be no less than 0.10 acres per lot or dwelling unit, or a fee of \$1,000.00 per lot or dwelling unit, whichever is more for residential development.

Non-residential development shall dedicate no less than 0.05 acres for per 1,000 sq. ft. of building floor area, or a fee of \$500 for per 1,000 sq ft of building floor area.

**TRAFFIC IMPACT FEES:**

**(ALL FEES ARE DUE PRIOR TO SUBDIVISION OR LAND DEVELOPMENT PLAN APPROVAL.)**

Transportation Service Area North	\$2,159 per peak hour trip
Transportation Service Area South	\$2,210 per peak hour trip

**SEWAGE ENFORCEMENT PERMITS FEES:**

**I. Application Fee for all new systems (excluding subdivisions):** \$200.00

- A. This fee entitles the applicant to a site visit investigation, test pit analysis (maximum 4 per lot) and the preparation of the forms associated with the examination of the test pit(s)
- B. Any evaluation requiring additional field investigation beyond the initial visits to the site stipulated above will require the following fees:
  - 1. For each additional visit to the site: \$100.00
  - 2. For each test pit over four: \$20.00
- C. If the test pit is not dug or the backhoe with operator is not at the site when the Sewage Enforcement Officer visits the site, will require fees commensurate to the actual cost of the additional work required for the SEO, staff and Township personnel.

NOTE: All cost and liability associated with the excavation and backfill of the test pit(s) shall be the responsibility of the Applicant.

**II. Percolation Test (excluding subdivisions):** \$300.00

- A. The fee associated with this portion of the application covers the cost of performing the percolation test which shall be limited to one complete test on six (6) holes and completing the appropriate test report forms stipulated by PA DEP. If additional percolation tests shall be required, this fee shall be repeated for each additional test.
  - 1. The applicant will be responsible for digging the percolation test holes to the depth and size required by the Sewage Enforcement Officer and presoaking of the percolation holes to conduct the test.
  - 2. The applicant will be responsible for supplying sufficient water at the site for the conduction of the tests.
  - 3. If the percolation test holes are not properly prepared by the applicant and tests can not be conducted, the applicant will be charged a fee commensurate to the actual cost of the additional work required for the SEO, staff and Township personnel.

**III. Permit Fee for all single family residents. This includes one (1) design review and final inspection of the system (two trips):** \$250.00

NOTE: If additional design reviews and trips to the site are required for inspection the fee will be commensurate to the actual cost of the additional work required for the SEO, staff and Township personnel.

**IV. Permit Fee for all multi-family, commercial, institutional or other applications will be based on the size of the disposal system.**

a. 150 sq. ft. to 1000 sq. ft.	\$250.00
b. 1001 sq. ft. to 2500 sq. ft.	\$300.00
c. 2501 sq. ft. to 5000 sq. ft.	\$400.00
d. 5001 sq. ft. to 10,000 sq. ft.	\$500.00

**V. Inspection Fees – The cost of final inspection is included in the permit fee. If the system is not ready for inspection when notified, or corrections must be made, will require fees commensurate to the actual cost of the additional work required for the SEO, staff, and Township personnel.**

**VI. Transfer of application and/or permit** \$150.00

**VII. Fee for investigating any on-site sewerage system malfunction (repairs) will require fees commensurate to the actual cost of the additional work required for the SEO, staff, and Township personnel. If, upon the investigation of the malfunction, the SEO determines that a new on-site sewerage system be installed, soils testing and percolation testing will be performed. Fees for the soils and percolation testing will follow the appropriate fee schedule.**

**VIII. Application Fee for all new system (subdivisions);** \$250.00

- A. This fee entitles the applicant to a site visit investigation, test pit analysis (maximum 4 per lot) and the preparation of the forms associated with the examination of the test pit(s).
- B. Any evaluation requiring additional field investigation beyond the initial visits to the site stipulation above will require the following fees:
  - 1. Each additional visit to the site will require fees commensurate to the actual cost of the additional work required for the SEO, staff, and Township personnel.
- C. If the test pit is not dug or the backhoe with operator is not at the site when the Sewage Enforcement Officer visits the site, will require fees commensurate to the actual cost of the additional work required for the SEO, staff and Township personnel.

**IX. Percolation test (subdivisions):** \$325.00

- A. The fee associated with this portion of the application covers the cost of performing the percolation test which shall be limited to one complete test on six (6) holes and completing the appropriate test report forms stipulated by PA DEP. If additional percolation tests shall be required, this fee shall be repeated for each additional test.
  - 1. The applicant will be responsible for digging the percolation test holes to the depth and size required by the Sewage Enforcement Officer and the presoaking of the percolation holes to conduct the test.
  - 2. The applicant will be responsible for supplying sufficient water at the site for the conduction of the tests.
  - 3. If the percolation test holes are not properly prepared by the applicant and tests can not be conducted, the applicant will be charged a fee commensurate to the actual cost of the additional work required for the SEO, staff and Township personnel.

- X. Application Fee for all new IRSIS, AB, or any other new DEP approved system: \$250.00**
- A. Any evaluation requiring additional field investigation beyond the initial visits to the site stipulated above will require the following fees:
1. For each additional visit to the site: \$100.00
  2. For each test pit over six: \$20.00
- B. If the test pit is not dug or the backhoe with operator is not at the site when the Sewage Enforcement Officer visits the site, will require fees commensurate to the actual cost of the additional work required for the SEO, staff and Township personnel.

**XI. Permit Fee for all single family residents utilizing IRSIS. This includes one (1) design review and final inspection of the system (three trips): \$300.00**

NOTE: If additional design reviews and trips to the site are required for inspection the fee will be commensurate to the actual cost of the additional work required for the SEO, staff and Township personnel.

**XII. Fee for review of Act 537 planning modules, for all residential, industrial, commercial, institutional and other facilities will required fees commensurate to the actual cost of the additional work required for the SEO, staff and Township personnel.**

**XIII. Fee for researching files and providing copies of soil reports to persons requesting copies of soil reports for lots previously tested: \$15.00 / Lot**

**XIV. Permit Fee for Holding Tanks: \$150.00**

**XV. Permit Fee for repair of on-site sewerage system so long as such application does not involve any of the investigation and design review expenses associated with and implied by Steps I through IV: \$150.00**

**XVI. Yearly Inspection Fee to inspect any On-site Sewerage System: \$150.00**

**SEWER; (Cumberland Township Authority)**

**Sewer Permits:**

North Plant:

Without grinder pump \$3,300.00  
 With grinder pump \$4,597.00

South Plant:

Without grinder pump \$4,297.00  
 With grinder pump \$4,597.00

Quarterly Fees (both plants per EDU  
*(plus a 10% late fee after the due date)* \$138.00

**Special Purpose Fees:**

Per EDU if flow goes into route 34 Pump Station \$1,338.00  
 Per EDU for Fairfield Road/Blackhorse Tavern Road \$1,497.00  
 Per EDU for Old Mill Road \$965.00

**TAXES**

Amusement Tax (*Township receives 5%, refer to GASD for their %*)  
 Earned Income Tax (*1.7 %, Twp receives .5%, GASD receives 1.2%*)  
 Local Service Tax (*Township Receives 47.00 and GASD receives 5.00*) \$52.00 a year  
 Per Capita Tax (*2% at discount and 10% at penalty*) \$5.00 a year  
 Realty Transfer Tax (*1%, Twp receives .5%, GASD receives .5%*)  
 Tax Millage (*1.5 mills for Real Estate*)  
 Fire Tax (*.25 mills for Real Estate*)

**TAX COLLECTOR FEES**

Tax Certification Fee \$10.00  
 Duplicate Bill Fee \$ 3.00  
 Returned Check Fee \$50.00

**LATE FEES**

*Will be assessed on all outstanding invoices of over thirty days of 1.5% per month.*

**CONDITIONAL USE/AGRICULTURAL SECURITY AREA SUBSEQUENT APPLICATION** \$819.00

Any hearing held at the Township Building will be an additional \$155.00 per hour after the first hour or portion thereof.

Any hearing held at an alternate location will be an additional \$258.00 to application fee and an additional \$206.00 per hour of hearing(s) after the first hour or portion thereof.

*(Any hearing cost that exceed the application will be the responsibility of the petitioner)*

**ZONING HEARING APPLICATION (VARIANCE AND SPECIAL EXCEPTION)** \$819.00

Any hearing held at the Township Building will be an additional \$155.00 per hour after the first hour or portion thereof.

Any hearing held at an alternate location will be an additional \$258.00 to application fee and an additional \$206.00 per hour of hearing(s) after the first hour or portion thereof.

*(Any hearing cost that exceed the application will be the responsibility of the petitioner)*

**TEXT & MAP AMENDMENT APPLICATIONS FROM CITIZENS** \$710.00

*(Any hearing cost that exceed the application will be the responsibility of the petitioner)*

**RESOLVED and APPROVED** this 3rd day of January, 2017.

**CUMBERLAND TOWNSHIP BOARD OF SUPERVISORS**

BY: *Barbara H. Zendeuro*  
Chair

**ATTEST**

BY: \_\_\_\_\_  
Secretary



# CUMBERLAND TOWNSHIP

1370 FAIRFIELD ROAD • GETTYSBURG, PENNSYLVANIA 17325

PHONE (717) 334-6485 FAX (717) 334-3632

## ROAD OCCUPANCY PERMIT FEES

### 1. APPLICATION FEE:

\$54.00 each

### 2. INSPECTION FEES:

- A. **Surface Openings - Trench Work** (calculated on total linear feet of the opening)
1. Opening in the pavement - \$43.00
  2. Opening in the shoulder - \$23.00
  3. Opening outside the pavement or shoulder - \$12.00
- \*\*Each charge is per 100 feet or fraction thereof. Distances should be measured to the nearest foot.\*\*
- B. **Surface Openings - Less than 36 sq.ft.** - (for example service connections performed independently of underground facility installation, pipe line repairs.)
1. Opening in the pavement - \$33.00
  2. Opening in the shoulder - \$18.00
  3. Opening outside pavement and shoulder - \$12.00
- \*\*Each charge is per opening.\*\*
- C. **Aboveground Facilities** - (for example, poles, guys or anchors if installed independently of poles.)
1. Up to 10 physically connected aboveground facilities (each continuous group) - \$23.00
  2. Additional aboveground physically connected facilities - \$4.00 each
- D. **Crossings** - (for example, overhead tipples, conveyors, or pedestrian walkways, and undergrade subways or mines.) - \$84.00
- E. **Seismograph - Vibroseis Method** - (for example, prospecting for oil or gas.)
1. First Mile - \$54.00
  2. Each additional mile or fraction thereof - \$7.00
- F. **Nonemergency test holes in pavement or shoulder.**
1. Each Hole - \$7.00

### 3. EXTENSIONS OR CHANGES:

Each 6-month time extension or each submitted change - \$12.00

## EXEMPTIONS:

1. The Commonwealth
2. Political subdivisions of the Commonwealth, except when placing a facility longitudinally within more than 100 total linear feet of pavement. In that case, the application and inspection fees for pavement openings will be charged under Sections 1 & 2
3. Governmental authorities organized under the laws of this Commonwealth, except when placing a facility longitudinally within more than 100 total linear feet of pavement. In that case, the application and inspection fees for pavement openings will be charged as per Sections 1 & 2.
4. Federal Government
5. Utility facility owners for:
  - a. The installation or maintenance of highway lighting at the request of the Department or political subdivisions.
  - b. The replacement or renewal of their facilities prior to a Department maintenance project after notice from the Department.
  - c. The removal of poles and attached appurtenances.
  - d. Facilities moved at the request of the Department or political subdivisions
  - e. Reconstructing or maintaining their facilities which occupy the right-of-way under private status.

## ADDITIONAL FEES:

If the Department anticipates that the cost of reviewing the required application information or inspecting the permitted work will exceed the application or inspection fees listed in this section by a significant amount, the following additional fees will be assessed:

1. ***Additional Application Fee:***  
The Department will estimate the additional amount of salary, overhead and expenses and prepare a reimbursement agreement for execution by the applicant. Department review of the permit application will commence on the effective date of the agreement.
2. ***Additional Inspection Fee:***  
If the Department determines that the permitted work is of sufficient magnitude or importance to warrant assignment of one or more persons to inspect the permitted work on a more than spot inspection basis, the permit will so indicate and the permittee shall be charged for additional salary, overhead and expenses incurred by the Department for inspection.
3. ***Charge Calculation:***  
The charges will be calculated either on an actual cost basis or a standard unit cost basis
4. ***Invoices:***  
The Department will provide an itemized invoice for additional fees owed to the Department
5. ***Refunds:***  
The Department will refund the general permit inspection fees on unused permits. To be eligible to receive a refund, the permittee shall deliver the request with the permittee's copy of the permit to the issuing district permit office on or before the permit expiration date.
  - a. A refund processing fee of \$10.00 shall be deducted from the general permit inspection fees.
  - b. The permit application fee is not refundable.
6. ***Miscellaneous Fees:***  
The applicant shall pay for notary and recording costs if it is determined by the Department that the permit shall be recorded in the county office of the recorder of deeds.