

# RESOLUTION 2025-01

## FEE SCHEDULE

BE IT RESOLVED, the Hellam Township Board of Supervisors hereby adopts the following fee schedule:

<u>Type of Application/Situation</u>	<u>Fee</u>
<b>Planning &amp; Zoning*</b>	
Permit Application Fee (non-refundable)	\$30
Zoning Permit (expires 1 year from date of issuance)	\$10/\$1,000 of declared cost (\$10 minimum)+ \$25 U&O fee
Building Permit Fees	Per Building Code Official Fee Schedule
Zoning Permit Renewal (one 6-month renewal permitted)	50% of original permit
Zoning Permit Renewal (second 6-month renewal permitted)	25% of original permit
Temporary Use & Occupancy Permit	\$25
Duplicate copy of Final Use & Occupancy Permit	\$10
Short Term Rental (Initial Application) One Unit Up to 2 Bedrooms	\$1,000
STR - Each Additional Unit	\$500
Short Term Rental (Initial Application) One Unit with 3+ Bedrooms	\$1,500
Short Term Rental (Annual Renewal) Unit 1	\$500
STR (Annual Renewal) Each Additional Unit	\$250
Zoning Determination Letter	\$50 submittal fee
Engineering (if required)	Per current hourly fee
Solicitor (if required)	Per current hourly fee

\*If a project is started without a permit, the fee will be doubled.

### **Hearings\***

Zoning Property Posting Sign Deposit (Per sign)	\$200
Zoning Variance	\$500
With Submittal: each additional request for same property (maximum \$750)	\$100
Zoning Variance - Extension Request	\$125
Zoning Special Exception	\$500
Zoning Conditional Use	\$500
Zoning Appeals	\$500
Zoning Ordinance Amendment/Rezoning	\$750
Zoning Curative Amendment	\$750

\*Multiple requests will require only one fee; however, the highest fee will apply

### **Subdivision and Land Development**

Sketch Plan - Filing Fee	\$500
Waiver Not Accompanied by Plan - Filing Fee	\$100
Waiver Not Accompanied by Plan - Engineering and/or Legal Escrow	\$200
Residential Subdivision/Land Development Filing Fee	\$500 plus \$100 per Lot or Unit
Residential Engineering/Legal Escrow	\$750 per Lot or Dwelling Unit - Minimum \$750; Maximum \$10,000
Recreation Fee per Residential Unit	\$2,000 per Lot or Unit
Commercial Subdivision/Land Development Filing Fee	\$250 per acre of disturbance
Commercial Subdivision/Land Development Engineering/Legal Escrow	\$2,000 per acre of disturbance - Minimum \$2,000; Maximum \$15,000
Approved Archiving Fee	\$100 plus York County Fee Schedule
Pre-Application Meeting Fee	
Engineer	Per current fee letter on file
Solicitor	Per current fee letter on file

### **DEP Planning Modules**

Township Planning Module Review and Required Signatures	\$100
SEO Review/Signatures for Modules and Planning Waivers	\$60/hour

### Storm Water Management

Minor Disturbance Admin Fee (1,000-5,000 s.f. disturbance)	\$50
Minor Engineering Escrow *Any additional fees will be invoiced as they occur	\$500
Major - Administrative Fee (>5,000 s.f. disturbance)	\$100
Major - Engineering Escrow *Any additional fees will be invoiced as they occur	\$1,000
Re-submission Fee after two (2) reviews	\$150
Fee in Lieu of Stormwater (Ordinance 2022-03)	\$100

Minimal Land Disturbance	
Inspections	\$25 each inspection
Engineer Review (if required)	Per current fee letter on file
Modification	
Filing Fee	\$100
Engineer/Legal Escrow	\$200
Payment in Lieu of, if granted	Determined by Engineer

### Fee for Application of Development Rights

Administrative and Review Fee	\$100
Solicitor Review of Deed and Declaration of Development Rights	\$250

### Septic Systems/Sewage Enforcement Officer (SEO) Fees

Pump Replacement/Baffles/Risers	\$130
Administrative and Review Fee	\$50
Permit application review/issuance	\$80

### Permit Application Fees: New Systems\*

Administration Fee (non refundable)	\$995 (with 2 probes and 2 perc tests) -or-
Design Review/Permit Issuance	\$710 (with 1 probe and 1 perc test)
Interim site Inspections (2 required)	\$100
Probe	\$80
Percolation	\$150
Final Inspection	\$95/probe
	\$190/test
	\$95

\* Note - Permit Application fees are placed in an escrow account and money not used, except Admin Fee, is returned upon completion of project

### Permit Application Fees: Major Repairs\*

Administrative Fee (non refundable)	\$710 (with 1 probe and 1 perc test)
Design Review/Permit Issuance	\$100
Interim Site Inspections (2 required)	\$80
Probe	\$75/inspection
Percolation	\$95/probe
Final Inspection	\$190/test
	\$95

\* Note - Permit Application fees are placed in an escrow account and money not used, except Admin Fee, is returned upon completion of project

### Permit Application Fees: Minor Repairs/Modifications/Tank Replacement

Administrative Fee (non refundable)	\$225
Application review/Permit issuance	\$50
Final Inspection	\$80
	\$95

### Miscellaneous SEO Fees

Other miscellaneous SEO tasks not identified above	\$60/hour
Court Hearings, Preparation or Appearance	\$60/hour
Township Meetings and Hearings	\$60/hour
Complaint or Violation Investigation	\$75
Lab Fees - charged to resident or complainant if no violation found	Per Lab Fee Schedule

**Sludge Permits (all non refundable)**

Registration of Site	\$2,500
Annual Site Report	\$250
Annual Land Application Registration	\$2,500

**Administrative**

Copies	Black & White - \$0.40/page
Right-to-Know Records Copies	Color Copies - \$0.75/page
Returned Check Fee	\$0.25/black & white page
Zoning Ordinance	\$30
Subdivision & Land Development Ordinance	\$50
Mobile Home & Park Ordinance	\$50
Stormwater Management Ordinance	\$35
Flood Plain Ordinance	\$35
Well Ordinance	\$15
Environmental Resources Inventory	\$15
Comprehensive Plan	\$25
Official Map/Zoning Map	\$75
Act 537 Update Plan	\$25
Facsimile	\$60
Document research & retrieval	\$1
	Actual hourly plus burden

**Other**

Police Reports	\$15
Roadway Opening Permits	Per Current PENNDOT Fee Schedule
Demolition Permits	\$75
Timber Harvest Permits	\$75
New Driveway Permits (Storm Water review may be required)	\$75
Existing Driveway Re-Surfacing	\$25
Mobile Home Park License	\$50
Junk Yard License (Salvage)	\$200
Certificate for Soliciting or Peddling (30 day term)	\$35
Festivals/Special Events/Fireworks Sales	\$35
Community Building Rental	\$100 resident/\$200 non-resident
Community Building Cleaning Fee	
Community Building Refundable Security Deposit	
Well Drilling Permit/Water Quality Evaluation	\$100
Well Ordinance Waiver Request	\$100
RTO - Return to Owner Fee (Animal Control)	\$75
Internal Police Records Check	\$10

**Staff Review Meeting**

The applicant is responsible for all review fees incurred by the Township staff during their technical review of the submission. The township staff includes, Township Engineer, Zoning Officer, York County Planning Commission Planner, Road Maintenance Supervisor, Landscape Architect or other technical advisors (as needed), and Sewage Enforcement Officer.

**Township Engineer**

The Township Engineer is not authorized to discuss Township matters with any residents without prior approval of the Board of Supervisors, with the exception of an applicant of a pending subdivision or land development plan, for which the applicant shall be billed actual costs.

The Engineer is not authorized to provide private consulting services, engineering services, or advice to residents of the Township.

The applicant shall be responsible for all engineering costs directly related to subdivision or land development review, including, but not limited to: site visits, travel time, photographs, engineering copies, engineering review, review letters and correspondence (including phone calls), planning commission meeting attendance, board of supervisors meeting attendance, and plan recording fees.

**Township Solicitor**

The Township Solicitor is not authorized to discuss township matters with any resident without prior approval of the Board of Supervisors, with the exception of an applicant with a pending subdivision or land development plan, for which the applicant shall be billed actual costs.

**DATED: JANUARY 10, 2025****BY: BOARD OF SUPERVISORS****ATTEST:**  
*Connie R. Mann*  

---

**SECRETARY**  

---

**CHAIRMAN/VICE CHAIRMAN  
HELLAM TOWNSHIP**