

**MIDDLESEX TOWNSHIP
CUMBERLAND COUNTY
RESOLUTION NO. 2020 – 6**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF MIDDLESEX TOWNSHIP, CUMBERLAND COUNTY, PENNSYLVANIA, ESTABLISHING FEES AND CHARGES FOR AUTHORIZED BY VARIOUS ORDINANCES AND STATUES FOR ADMINISTRATION OF TOWNSHIP BUSINESS IN ACCORDANCE WITH THESE ORDINANCES AND STATUES.

WHEREAS, the Board of Supervisors of Middlesex Township, Cumberland County, Pennsylvania, has been authorized to establish fees and charges for reimbursement of services, rentals, processing of applications, and other necessary expenses incurred in administering Township business; and

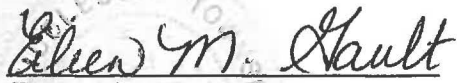
WHEREAS, the staff of Middlesex Township has compiled the attached schedule of fees and charges in accordance with various sections of Ordinances of Middlesex Township, or as authorized by various enabling statutes of the Commonwealth of Pennsylvania.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Middlesex Township, Cumberland County, Pennsylvania, as attached:

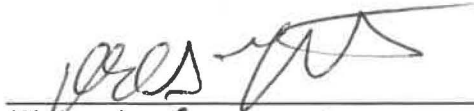
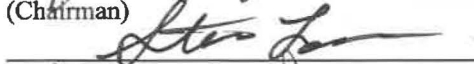
The attached fees and charges are hereby established and imposed.
All resolutions or parts of resolutions expressly inconsistent are expressly repealed.
This resolution shall be effective February 5, 2020.

ENACTED, into a Resolution this 5th day of February, 2020.

ATTEST:
(Township Seal)


(Secretary)

**MIDDLESEX TOWNSHIP
BOARD OF SUPERVISORS**


(Chairman)



TOWNSHIP ADMINISTRATIVE FEES:

Returned NSF (non-sufficient fund) Check	\$ 25.00
Trash tags – per tag – cost per waste hauler contract effective 04/01/2018	\$ 3.50
Document copies - per page	\$.25

Ordinances & Maps:

Subdivision & Land Development Ordinance No. 8-90, as amended	\$ 15.00
Construction & Materials Specs for Land Development, January 1991	\$ 15.00
Zoning Ordinance, No. 3 – 89, as amended	\$ 20.00
Comprehensive Plan, adopted 2-5-03	PRINTED VERSION \$ 30.00
	CD ROM VERSION \$ 10.00

RIGHT TO KNOW / PUBLIC RECORD:

Copies (single sided or one dbl.-sided black and white standard 8 ½ x 11) per page	\$.25
Certification of Record – per record	\$ 1.00
Specialized documents (e.g. colorcopies, plans, blue prints, non-standard size, etc)	Actual Cost
Facsimile, microfiche or other media	Actual Cost
Redaction Fee	No fee may be charged
Conversion to paper – if a record is only maintained electronically or in other non-paper media, duplication fees shall be limited to the lesser of the fee for duplication on paper or the fee for duplication in the original media unless the requester specifically requests for the record to be duplicated in the more expensive medium.	

POLICE DEPARTMENT:

Accident Report per report	\$ 15.00
Incident Report per report	\$ 15.00
Crime/Accident Scene Photographs/Video plus processing costs	\$ 25.00
Digital Photographs – first CD	\$ 25.00
Each additional CD	\$ 10.00
Peddler Permit – per month	\$ 50.00
per year	\$ 100.00
Pawn Shop Permit – per year	\$ 100.00
Seizure and Detention of Animals at Large – penalty	\$ 50.00
each day of additional boarding	\$ 10.00
All Vehicle Impounding – per day	\$ 25.00

ZONING ORDINANCE NO. 3 - 89 / FEES:

Zoning Permit - if issued with required Building Permit	\$ 20.00
Zoning Permit – if issued for structures not requiring Building Permit	\$ 50.00
Sign Permit – per sign	\$ 100.00
Zoning Verification, certification or compliance	\$ 50.00
Application for hearing before Zoning Hearing Board	\$ 800.00
Application for Zoning Ordinance Amendment by citizen petition	\$1,000.00
Application for no-impact home-based business permit	\$ 25.00

DRIVEWAY PERMIT FEES:

Road Occupancy: Must have permit when constructing new or repaving existing driveway in Township Right-of-way.

Existing Driveway	\$ 25.00
New Driveway	\$ 50.00

HIGHWAY: Schedule of fees & charges for issuance of permits for cutting of Township Roads. A permit must be obtained when cutting or opening permanent public roads and shoulders or installing any other object upon, in or over any public road.

Application Fee	\$ 50.00
Supplemental fee for each 6-month time extension	\$ 10.00

General Permit Fees – Amounts are per 100 ft. of road cut.

Opening in pavement	\$ 40.00
Opening in shoulder	\$ 20.00
Opening outside pavement and shoulder	\$ 10.00

Above ground facilities (poles, guys or anchors if installed) :

Up to ten physically connected above ground facilities ea. continuous group	\$ 20.00
Add'l above ground physically connected facilities, ea. pole w/appurtenances	\$ 2.00
Crossings, overhead conveyors, pedestrian walk-ways or bridges	\$ 80.00

Schedule of fees & charges for repairs (labor cost) of damages to Township property as listed:

SIGN POST (per post)	\$ 60.00
SIGNS (per sign)	\$46.00 - \$120.00
Street name signs are \$40.15 per side	
TRI-AXLE TO CLOSE RD.(per hour)	\$ 85.00
HI-DRY(per bag)	\$ 8.99
SAND (per ton)	\$ 18.00
GUIDE RAIL SECTION (per section)	\$ 32.00
GUIDE RAIL POST (per section)	\$ 56.00
ARROW SIGN(per sign)	\$ 80.00
LABOR (per hour per person)*	\$ 45.00

***(No less than 2 persons per job. Charges are flat rate per hour, no partial charges applicable)**

ON-LOT SEWAGE SYSTEM PERMITS/FEES: See SEO fee schedule attached

On-lot Sewage System Applications:

Holding Tank (as per Ord. No. 8-94) application, filing and processing fee	\$ 500.00
Maintenance Security Deposit	\$3500.00
Small Flow Treatment Facility (as per Ord. No. 2-95)application, filing and processing fee	\$ 500.00
Maintenance Security Deposit	\$3500.00

LAND DEVELOPMENT FEES:

Sketch Plan – Subdivision or Land Development	\$ 300.00 (4)
Minor Subdivision or Land Development	\$ 500.00

Subdivision (6 to 10 lots)	\$ 500.00 +
Per Lot	\$ 50.00
Escrow Engineering Review	\$ 1,000.00
Subdivision (> 10 lots)	\$ 500.00 +
Per Lot	\$ 50.00
Escrow Engineering Review to be determined by Township Engineer and Zoning Officer	

Residential	\$ 500.00 + Engineering Review Escrow (4)
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Non – Residential	\$ 1,000.00 + Engineering Review Escrow (4)
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Traffic Impact Study Review (2) – Actual Engineering Cost (4)
Environmental Impact Assessment Report Review (3) - Actual Engineering Cost (4)

NOTE: IF ESCROW FUND IS DEPLETED, DEVELOPER WILL BE REQUIRED TO DEPOSIT ADDITIONAL FUND DETERMINED BY THE TOWNSHIP ENGINEER AND ZONING OFFICER.

- (1) AS DEFINED IN SECTION 305 OF THE MIDDLESEX TOWNSHIP SUBDIVISION AND LAND DEVELOPMENT ORDINANCE.
- (2) AS REQUIRED IN SECTION 717 OF THE MIDDLESEX TOWNSHIP SUBDIVISION AND LAND DEVELOPMENT ORDINANCE.
- (3) AS REQUIRED IN SECTION 718 OF THE MIDDLESEX TOWNSHIP SUBDIVISION AND LAND DEVELOPMENT ORDINANCE.
- (4) THE ENGINEERING ESCROW SHALL BE DETERMINED BY THE TOWNSHIP ENGINEER AND ZONING OFFICER AFTER A REVIEW OF THE PLANS AND AN ESTIMATE OF HOURS IS DETERMINED. APPLICANTS REQUESTING FORMAL WRITTEN REVIEW OF SKETCH PLANS BY TOWNSHIP ENGINEER MUST PAY ENGINEERING PLAN REVIEW FEES AT TIME OF SKETCH PLAN SUBMISSION.

IF SUBMITTED PLANS ARE REVISED AND REQUIRE RESUBMISSION IN ACCORDANCE WITH SECTION 203 d. and 603 d. OF THE MIDDLESEX TOWNSHIP SUBDIVISION AND LAND DEVELOPMENT ORDINANCE, ADDITIONAL REVIEW FEES MAY BE REQUIRED.

SITE INSPECTION WILL BE DEDUCTED FROM THE ESCROW FUND, OR MAY BE BILLED ON AN HOURLY BASIS BY THE TOWNSHIP ENGINEER TO THE DEVELOPER.

TOWNSHIP CONSTRUCTION CODE PERMITS AND RELATED FEES AND ASSESSMENTS:

State Mandated Surcharge for Municipal Code Official Training – ea. permit	\$ 4.50
One and Two Family Dwelling Residential Uses – ea. permit – minimum fee including detached, multiple single family (townhouses) not more than three stories in height with a separate means of egress and their accessory structures	\$ 50.00
New Construction – per square foot	\$ 0.50 *

* Up to 100,000 square foot of gross floor area, then \$0.25 per square foot over 100,000 square foot of gross floor area.

Frame building with earthen floors – per square foot	\$ 0.10
Pre-manufactured home on Foundation – per dwelling	\$ 300.00
Pre-manufactured modular home on Foundation – per dwelling	\$ 600.00
Additions, Enlargements – per square foot	\$ 0.50
All other items including decks, porches, porch roofs – per \$1,000 of total est. const. cost	\$ 6.00
Alterations, repairs and reconstruction – per \$1,000 of total est. construction costs	\$ 6.00
Accessory Buildings or Structures – per square foot	\$ 0.50
Private Swimming Pools	
Above Ground	\$ 50.00
In – Ground	\$ 100.00
Certificate of occupancy for existing buildings or structures	
Dwelling Unit - each	\$ 50.00
Accessory Building or Structure - each	\$ 25.00
Demolition Permit	
Dwelling Unit - each	\$ 50.00
Accessory Building or Structure – each	\$ 25.00

Commercial, Industrial, Institutional and Multi-Family Residential Uses – All building or structures and their accessory structures except One and Two Family Dwellings as defined above.

Minimum Fee – each permit	\$ 80.00
New Construction - per square foot	\$ 0.60 *

* Up to 100,000 square foot of gross floor area, then \$0.30 per square foot over 100,000 square foot of gross floor area.

Frame building with earthen floors – per square foot	\$ 0.10
Additions, Enlargements – per square foot	\$ 0.60
Alterations, Repairs and Reconstruction – per \$1,000 of total est. construction cost	\$ 8.00
Accessory Building or Structures – per square foot	\$ 0.60
Public and/or Commercial Swimming Pools	
Above Ground	\$ 100.00
In – Ground	\$ 200.00
Certificate of Occupancy for Existing Building or Structures	
Building or Structure each	\$ 100.00
Accessory Building or Structure each	\$ 50.00
Construction Trailer, to place on site-each	\$ 80.00
Demolition Permit	
Building or Structure each	\$ 40.00
Accessory Building or Structure each	\$ 20.00

Electrical Code Compliance Review and Inspections - Per fee schedule of certified Third Party Code Inspection Agency.

Refunds of Building Code Permits and Related Fees – Partial refund based upon time spent on permit application may be issued upon written request of applicant, if no construction activity has begun within 180 days of permit issuance.

Building Code Board of Appeals Applications – Includes appeals of a Building Code Official's decision, requests for Variance, requests for Extension of Time, but not appeals of issues related to Accessibility which must be decided by the Secretary of the Pennsylvania Department of Labor and Industry per the Pennsylvania Uniform Construction Code.

One- And Two-Family Dwelling Residential Uses	\$ 400.00
Commercial, Industrial, Institutional and Multi-Family Residential Uses	\$ 600.00

RECREATION:

***ALL REFUNDABLE DEPOSITS MUST BE CASH ONLY.**

Recreation Building	\$90 Resident PLUS \$90 refundable deposit* \$140 Non Resident PLUS \$140 refundable Deposit*
Pavilion (Full)	\$55 Resident PLUS \$55 refundable deposit* \$80 Non Resident PLUS \$80 refundable deposit* \$35 Non Profit Organization PLUS \$35 Refundable deposit*
Athletic Fields	\$100/per field/season PLUS \$100 refundable deposit*
Tournaments	\$100/per field/day PLUS \$100 refundable deposit*
Summer Playground	\$35 per week - Resident \$45 per week – Non Resident \$10 deposit per week of enrollment
Fall Festival	\$10 for Yard Sale space
Fitness Classes	Cost determined by instructor and number of sessions

449 Eisenhower Boulevard, Suite 300
Harrisburg, PA 17111-2302

E-mail: skellyloy@skellyloy.com
Internet: www.skellyloy.com



Phone: 717-232-0593
800-892-6532

Fax: 717-232-1799

December 30, 2019

Middlesex Township
Board of Supervisors
350 North Middlesex Road, Suite 1
Carlisle, Pennsylvania 17013

Re: Professional Services for the Year
2020

Dear Members of the Board:

Skelly and Loy, Inc. thanks you for providing us the opportunity to serve as your Township Engineer with Mr. Bud Grove, P.E., as the designated Skelly and Loy employee to serve in this position. We respectfully ask that you reappoint our firm as your Township Engineer for 2020. If appointed, Bud will continue to serve as your engineer as he has for the past 24 years.

Our 2020 Fee Schedule is enclosed for your reference. You will notice that our rates have increased slightly (by 1.25%) and attendance at regularly scheduled township meetings increased to \$325.00. If you have any questions, please call us.

Sincerely yours,

SKELLY and LOY, Inc.

John W. Gunnett, P.G.
President, Chief Executive Officer,
Chief Operating Officer

Enclosure

cc: Bud Grove
ACCBILL, e-mail only
R13-0348.000

File: REAPPOINT_REQUEST_MIDDLESEX_TOWNSHIP_2020_JWG

**MIDDLESEX TOWNSHIP
CALENDAR YEAR 2020 PROFESSIONAL RATES
FOR ENGINEERING SERVICES**

Gerald C. Grove, P.E.	\$ 147.83 per hour
Staff Engineer (Licensed P.E.)	\$ 131.99 per hour
Staff Engineer (E.I.T. or Equiv)	\$ 121.43 per hour
Engineer Technician IV	\$ 116.15 per hour
Engineer Technician III	\$ 100.31 per hour
Engineer Technician II	\$ 89.75 per hour
Engineer Technician I	\$ 79.20 per hour
Design Draftsperson III	\$ 105.59 per hour
Design Draftsperson II	\$ 95.03 per hour
Design Draftsperson I	\$ 84.47 per hour
Draftsperson	\$ 79.20 per hour
Professional Land Surveyor	\$ 121.43 per hour
Survey Technician IV	\$ 105.59 per hour
Survey Technician III	\$ 95.03 per hour
Survey Technician II	\$ 84.47 per hour
Survey Technician I	\$ 73.91 per hour
Secretarial/Clerical	\$ 58.08 per hour

Meetings

Regular Scheduled Public Meetings \$350.00 per meeting

****The above fee is a flat fee for a maximum of three (3) hours attendance and includes travel time and mileage; an hourly rate per the above schedule will be charged for each hour thereafter.

Workshops/Special Meetings \$ Hourly rate

****Rates charged shall be per the above hourly fee schedule.

Reimbursable expenses (which include but are not limited to reproduction services, messenger and delivery services, postage, and copies) will be billed at cost.

Subcontractors will be charged at cost plus 10%.

RESOLUTION NUMBER 2019-5
**A RESOLUTION ADOPTING THE FEE SCHEDULE FOR ADMINISTRATION OF THE
PENNSYLVANIA SEWAGE FACILITIES ACT**

And further be it resolved that the fee schedule for the administration of the Pennsylvania Sewage Facilities Act be adopted as follows:

- | | | |
|------|---|----------|
| I. | Application fee for a <u>new</u> or existing building lot: | \$530.00 |
| | Application fee covers deep probe evaluations, and perform two (2) percolation tests for conventional type systems. DEP requires primary and replacement area testing on all building lots with marginal soil conditions. | |
| II. | Application fee for a <u>repair / modification permit</u> . | \$250.00 |
| | Application fee covers a site investigation, permit, and final inspection Fee does not cover any soil testing. Soils testing fees will be based on township's current rate. | |
| III. | Application fee for a new or existing building lot utilizing alternate type systems / no perc test required. | \$200.00 |
| IV | Application fee for a holding tank: | \$250.00 |
| | Application fee covers a site investigation, permit, and final inspection. Fee does not cover any soil testing. | |
| V. | Permit fee for all single family residents. | \$250.00 |
| | This includes design review, permit, interim inspection and final inspection. | |
| VI. | Permit fee to transfer or renew expired permit. | \$150.00 |
| | Application fee covers a site investigation and reissuance of expired permit. | |

*Any additional work performed will be charged based on the Township's current SEO fee schedule.

ADDITIONAL INFORMATION:

Applicant will be responsible to arrange and pay for back hoe. In addition, applicant will be responsible to dig and prepare percolation test holes. All cost and liability associated with the excavation and backfill of all test pits / percolation holes shall be the responsibility of the Applicant.

SEO will provide water for percolation testing providing he can drive his truck directly to the actual percolation test site without causing damage to vehicle.

SEO will require applicant to hire a certified professional soil scientist for all fill site evaluations, any alternate type systems, and for any situation where the SEO feels one is needed. Applicant will be responsible for paying for soil scientist. SEO will still charge his regular rate. SEO is required to verify all soils testing.

Chapter 72.41 states that a sewage enforcement officer has the power and duty to issue, deny and revoke permits, and to take all other actions necessary to administer and enforce section 7 of the act.

SEO FEES:

DEEP PROBE EVALUATIONS FOR CONVENTIONAL TYPE SYSTEMS/ LOT	\$130.00
DEEP PROBE EVALUATIONS FOR ALTERNATE TYPE SYSTEMS / LOT	\$200.00
SITE INVESTIGATION	\$100.00
PERCOLATION TEST PER SIX (6) HOLE TEST	\$200.00
REVIEW DESIGN / ISSUE PERMIT	\$ 50.00
PERMIT DENIAL	\$ 50.00
SYSTEM INTERIM INSPECTION (PER TRIP)	\$100.00
SYSTEM FINAL INSPECTION (PER TRIP)	\$100.00
ANNUAL INSPECTION OF ANY EXISTING SYSTEM	\$100.00
INSPECTION FEE OF EXISTING SYSTEM FOR SUBDIVISION APPROVAL	\$100.00
PRIOR SEO TESTING VERIFICATION / SITE INVESTIGATION	\$150.00
INVESTIGATE A COMPLAINT	\$100.00
REVIEW MINOR PLANNING MODULE	\$ 35.00
REVIEW MAJOR PLANNING MODULE	\$ 50.00
REVIEW NON BUILDING DECLARATION	\$ 35.00
ATTEND TOWNSHIP MEETING	\$150.00
MISC. CLERICAL HOURLY RATE	\$ 35.00
MISC. FIELD WORK HOURLY RATE	\$ 60.00
*MONTHLY ADMINISTRATIVE FEE (2 HR.)	\$ 70.00

* (monthly administrative fee helps cover phone calls, filing, scheduling, postage, professional liability insurance, medical insurance, vehicle expense, etc.)

NOTE: All Ordinances or parts of Ordinances, Resolutions or parts of Resolutions inconsistent herewith are expressly repealed.

APPROVED THIS 25th DAY OF January, 2019
Middlesex TOWNSHIP

LETORT REGIONAL AUTHORITY

SUBDIVISION AND LAND DEVELOPMENT PLAN REVIEW AND PROCESSING FEES

1. Subdivision Applications:

a.	1-10 lots	\$	100
b.	10-25 lots	\$	200
c.	25-50 lots	\$	300
d.	50-100 lots	\$	400
e.	100-200 lots	\$	500
f.	200+ lots	\$	600

2. Land Development Applications:

a.	<1 acre disturbed.....	\$	100
b.	1-2 acres disturbed.....	\$	200
c.	2-10 acres disturbed.....	\$	300
d.	10-25 acres disturbed	\$	400
e.	25-50 acres disturbed	\$	500
f.	50+ lots	\$	600

3. Professional Consultation Fees (Section 308).....Actual Cost

Applicants for subdivision and/or land development shall reimburse the Authority one hundred (100) percent of actual cost for engineering and professional consultation reasonable and necessary to the review, processing, revision, inspection, testing and preparation of required security and improvement documentation. Professional consultation fees shall include engineering review fees and costs. Professional consultation fees shall be based upon the actual rate or cost charged to the Authority by such consultants or personnel.

Rev. 2012.02.22