

**EAST HANOVER TOWNSHIP  
DAUPHIN COUNTY, PENNSYLVANIA**

**RESOLUTION 2024- 5**

**A RESOLUTION OF THE TOWNSHIP OF EAST HANOVER,  
DAUPHIN COUNTY, COMMONWEALTH OF PENNSYLVANIA,  
SETTING THE TOWNSHIP FEE SCHEDULE FOR PROFESSIONAL SERVICES  
INCLUDING ZONING AND CODES ENFORCEMENT, UCC PLAN REVIEWS AND  
INSPECTIONS, LEGAL, ENGINEERING, AND SEWAGE ENFORCEMENT FOR 2024**

BE IT RESOLVED that professional service fees are set as follows for 2024:

**ZONING, CODE ENFORCEMENT, AND UCC PLAN REVIEWS AND INSPECTIONS  
(LIGHT-HEIGEL & ASSOCIATES):**

<u>Classification/Description:</u>	<u>Rate:</u>
Floodplain Administration and Property Maintenance.....	\$78.00 per hour
Zoning Administration.....	\$78.00 per hour
UCC Plan Reviews and Inspections .....	See the attached rate schedule

**LEGAL (SALZMANN HUGHES):**

<u>Classification/Description:</u>	<u>Rate:</u>
Shareholders and Principals.....	\$260.00 per hour
Senior Associates .....	\$230.00 per hour
Associates .....	\$210.00 per hour
Paralegals and Law Clerks.....	\$125.00 per hour

**ENGINEERING (HRG):**

See the attached rate schedule

**SEWAGE ENFORCEMENT OFFICER (BRIAN MCFEATERS):**

<u>Classification/Description:</u>	<u>Rate:</u>
1. Probe Testing (2 probes per lot).....	\$110.00
• Additional probes per lot over 2 .....	\$55.00 per probe
2. Percolation Test (6 hole test, including water for the test) ..	\$275.00
• Additional holes over 6.....	\$53.00 per hole
• It is required that the owners dig and presoak the percolation holes the day before the SEO tests them. The SEO will provide the owners with written instructions on how to properly prepare these holes and contact them prior to the SEO needing the holes prepared. If the owners wish for the SEO to dig the holes there will be a \$150.00 charge for each 6 hole test dug by the SEO.	
3. Application and permit for inground systems.....	\$130.00
4. Application and permit for holding tanks, septic tank	

- replacement, delivery line, building sewer repair, inspection port, replace plastic baffles, treatment tank access, add effluent filter, replace pump, add an additional tank, distribution box, dosing and lift tanks, and replacing sand in a free access sand filter. Includes inspection.....\$130.00
5. Application and permit for conventional and alternate systems other than an in-ground system as per the Department of Environmental Protection regulations .....\$200.00
  6. Design septic system (Alternate SEO).....\$450.00
  7. Final Inspection/Re-Inspection.....\$150.00
  8. Site evaluation and malfunction investigations (malfunctions must be in writing or through Township).....\$150.00
  9. Planning module review. Requires site inspection (modules, exemptions, Form-B, etc.).....\$150.00
  10. Meeting or hearing attendance.....\$150.00
  11. Hourly rate for projects and for requested enforcement activities above initial site visit (the number of hours which rate is imposed > 10).....\$65.00 per hour
  12. Reimbursement submissions.....\$150.00
  13. Township administration fee (one-time fee for each project to cover Township staff assistance).....\$50.00

**ALTERNATE SEWAGE ENFORCEMENT OFFICER (SPENCER SEO SERVICES):**

<u>Classification/Description:</u>	<u>Rate:</u>
1. Sewage Permit Applications:	
• New on-lot system, Repair or Modification .....	\$225.00
• Minor Repair, Modification or Temporary Holding Tank .....	\$75.00
2. Soil profile description (includes first three probes).....	\$225.00
• Additional soil profile descriptions.....	\$90.00 each
3. Percolation Test (1 <sup>st</sup> 6 hole test).....	\$425.00
4. Dig Perc Holes & Preparation per 6 holes (if requested by applicant).....	\$275.00
5. Other Soils Testing (1 <sup>st</sup> Probe & 1 <sup>st</sup> Infiltration Test).....	\$425.00
• Other Soils Testing (Additional Probe & Infiltration Test) .....	\$100.00 each
6. Installation Inspections, Design Reviews .....	\$75.00 per hour
7. Holding Tank & All Other Annual Inspections, Reports & Tracking .....	\$95.00
8. Sewage Management Program Administration .....	\$65.00 per hour
9. Planning activities & related work, not covered by the schedule of fees .....	\$75.00 per hour
10. All other activities not covered by the schedule of fees listed above .....	\$75.00 per hour
11. Mileage at the rate permitted by the DEP	

Residential Fee Schedule Sheet

A. Individual Inspections / Residential Additions (> 1000 sf):

Plan Review	\$100.00	=	_____
Footer Inspection	\$75.00	=	_____
Foundation Inspection	\$75.00	=	_____
Framing Inspection	\$75.00	=	_____
Wallboard Inspection	\$80.00	=	_____
Rough Plumbing Inspection	\$80.00	=	_____
Rough Electrical Inspection	\$80.00	=	_____
Rough Mechanical Inspection	\$80.00	=	_____
Combo Inspections	\$80.00	=	_____
Insulation Inspection	\$80.00	=	_____
Final Inspection / COO	\$110.00	=	_____

Sub Total (Individual) = \_\_\_\_\_

B. SF Home base fee \$835.00 = \_\_\_\_\_

SF Home >2000 SF but <5000 SF  
SF EXCEEDING 2000 (X .35) + \_\_\_\_\_

SF Home >5000 SF  
DO NOT ADD TO ANY OTHER FEE (X .42) + \_\_\_\_\_

Sub Total (SF Home) = \_\_\_\_\_

C. Specific Projects:

Decks & Porches	\$250.00	=	_____
In Ground Pool	\$250.00	=	_____
Above Ground Pool	\$100.00	=	_____
Pool & Deck	\$250.00	=	_____
Residential Addition (2 story or > 200 sf)	\$450.00	=	_____
Residential Addition (1 story and < 200 sf)	\$350.00	=	_____
Residential Addition (> 1000 sf)	See Section A		_____
Electrical Service Inspection	\$90.00	=	_____
Manufactured Home (Single)	\$300.00	=	_____
Manufactured Home (Double)	\$400.00	=	_____
Industrialized Home	\$450.00	=	_____
Roof/ground (res) mount Solar (max 60A)	\$250.00	=	_____
Solar (60-100A)	\$300.00	=	_____
Solar (over 100A)	\$400.00	=	_____
Demolition	\$100.00	=	_____

Sub Total (Specific) = \_\_\_\_\_

Government Surcharge \$4.50 = \_\_\_\_\_ \$4.50

Total Permit Fee = \_\_\_\_\_

MAKE CHECK PAYABLE TO: LIGHT-HEIGEL & ASSOCIATES, INC.

FOR OFFICE USE ONLY: CHECK # \_\_\_\_\_ RECEIVED ON \_\_\_\_\_ BY \_\_\_\_\_

Municipal Fee: = 20%

Uniform Construction Code (UCC)  
**COMMERCIAL FEE SCHEDULE**  
for  
**Pennsylvania UCC Municipal Enforcement Program**

<u>SERVICE</u>	<u>UNIT PRICE</u>
1. New Construction and Additions - <b>Base Fee</b>	\$0.31/ SqFt
2. Remodeling (see definition below) - <b>Base Fee</b>	\$0.21/ SqFt
All Plan Reviews and Inspections required on the standard Commercial Submittal Sheet are included in these permitfees.	
<b>Note:</b> Special Inspections required by IBC are at Owners Expense.	
<b>See Worksheet below to calculate Building Permit and Sub-category fees.</b>	
3. Alterations or Repairs to electrical, gas, mechanical or plumbing installations.	
a. Single Event Permit (one inspection only)	
\$200.00	
b. Annual Permit	
\$200.00	
(Inspections in each appropriate discipline are also required)	
4. Follow-up Inspections for Incomplete or Compliance Inspections for Annual Permit or Single Event Permits requiring additional inspections (per trip)	\$100.00
5. Meeting attendance/Hearing attendance	\$102.00
6. Next Day Mail Service	\$25.00
7. Other services - Provided at No Charge to the Client: Telephone calls, correspondence, mileage, postage	

**DEFINITIONS:**

**Remodeling** is work that includes none of the following:

- (1) Change in Occupancy/Use Group.
- (2) Modify Structural or Firewalls.
- (3) Addition or upgrade of electrical, plumbing, or HVAC services.
- (4) Addition to structure of any kind.

**Annual Permit** – as allowed in the UCC regulation (403.42(f)). Applicant must regularly employ qualified tradespeople. Applicant must keep detailed records of all alterations made under the permit. Applicant will submit copies to the BCO on a predetermined time schedule. BCO will schedule appropriate inspections for modifications made in the previous timeframe. Applicant will be billed for each required Compliance Inspection(s) at the time of inspection.

## Instructions for Completing the Permit Fee Worksheet

1. Insert Proposed Total Building Area in Position A of Worksheet.
  - a. If building is new, use Total Building Area.
  - b. If work is addition or remodel, use Total Construction Area.
  - c. Minimum is 3000 SqFt.
  
2. Choose Proper Usage Group Code Factor from the Chart below and insert in Position B of Worksheet.
  - a. If multiple Usage building, select Primary Usage.
  
3. Multiply the Area and Usage Factor with the Base Fee to obtain the Building Permit Fee amount for Position D.
  
4. Calculate Permit Fees for Mechanical, Plumbing, Accessibility/Energy at 25% of the Building Permit Fee. The Electrical Permit is calculated at 30% of the Building Permit Fee. Insert the amounts in Positions E – H as necessary.

### COMMERCIAL BUILDING PERMIT FEE WORKSHEET

A. Project or Building Area (Minimum 3000SqFt)				_____ SqFt
B. Usage Group Factor			X	_____
C. Base Fee			X \$	_____
D. Building Permit Fee (BPF)			\$	_____
E. Mechanical Permit Fee	0.25 X	\$	_____	= \$ _____
			(BPF)	
F. Plumbing Permit Fee	0.25 X	\$	_____	= \$ _____
			(BPF)	
G. Accessibility/Energy Permit Fee	0.25 X	\$	_____	= \$ _____
			(BPF)	
H. Electrical Permit Fee	0.30 X	\$	_____	= \$ _____
			(BPF)	
Municipal Administration Fee (20%)			+	\$ _____
				DCED Fee + \$4.50
<b>TOTAL COMMERCIAL BUILDING PERMIT FEE</b>				<b>\$ _____</b>

## Usage Group Factors

Factor	Usage Group
2.0	I2
1.6	A1
1.5	(A3-Churches), I3
1.2	A2, A4, (A3-nonchurch), A5 B, E, H5, I1, I4, R1, R4
1.0	R2, R3
0.9	M
0.7	F1, F2, H1, H2, H3, H4, S1, S2
0.5	U

Usage Group definitions per Chapter 3 of current International Building Code.

### A Assembly

- A-1 Theaters
- A-2 Restaurants
- A-3 Worship, recreation and amusement
- A-4 Indoor Sports
- A-5 Outdoor Sports

### B Business

### E Education

### F Factory

- F-1 Moderate Hazard
- F-2 Low Hazard

### H High Hazard

- H-1 Detonation Hazard
- H-2 Deflagration or Accelerated burning
- H-3 Readily support combustion
- H-4 Health hazards
- H-5 Semiconductor fabrication

### I Institutional

- I-1 Ambulatory
- I-2 Hospital
- I-3 Prison
- I-4 Day Care

### M Mercantile

### R Residential

- R-1 Hotel
- R-1 Apartment House
- R-3 One & Two Family
- R-4 Assisted Living

### S Storage

- S-1 Moderate Hazard
- S-2 Low Hazard

### U Utility & Misc



## 2024 RATES

Labor Categories	Range
Administration I	\$65 - \$80
Administration II	\$80 - \$95
Environmental Scientist I	\$90 - \$120
Environmental Scientist II	\$120 - \$150
Senior Environmental Scientist	\$150 - \$155
Planner I	\$95 - \$120
Planner II	\$120 - \$145
Senior Planner	\$145 - \$175
Landscape Architect I	\$90 - \$120
Landscape Architect II	\$120 - \$145
Senior Landscape Architect	\$145 - \$165
Surveyor I	\$75 - \$110
Surveyor II	\$110 - \$140
Senior Surveyor	\$140 - \$165
GIS Professional I	\$90 - \$125
GIS Professional II	\$125 - \$140
Senior GIS Professional	\$140 - \$165
Resident Project Representative I	\$75 - \$120
Resident Project Representative II	\$120 - \$140
Senior Resident Project Representative	\$140 - \$160
Junior Technician	\$75 - \$85
Technician I	\$95 - \$125
Technician II	\$125 - \$145
Senior Technician	\$145 - \$170
Financial Specialist	\$115 - \$145
Financial Analyst	\$145 - \$160
Financial Strategist	\$160 - \$185
Engineering Professional I	\$125 - \$150
Engineering Professional II	\$150 - \$170
Project Engineer	\$170 - \$180
Senior Project Engineer	\$180 - \$200
Assistant Project Manager	\$145 - \$170
Project Manager	\$170 - \$190
Senior Project Manager	\$190 - \$200
Operations Manager/Senior Technical Leader/Principal	\$175 - \$215

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

PLEASE NOTE: Herbert, Rowland & Grubic, Inc., (HRG) adjusts the rate schedule annually to reflect the cost of doing business for the coming year. This rate schedule is effective January 1, 2024 through December 31, 2024.



## 2024 CURRENT BILLABLE EXPENSES

All Terrain Vehicle	\$100.00/Day
Copies/Prints	
Color	\$.40/Copy
Black & White	\$.15/Copy
Wide Format Printing/Copying	\$.50/Square Foot
Concrete Monuments	\$30.00/Each
Hydrographic System	\$100.00/Day
Lodging	At Cost
Maps, Permits, Licenses	At Cost
Meals	At Cost
Mileage	IRS Allowable
Miscellaneous Charges	At Cost
Pocket Colorimeter	\$50.00/Day
Postage	As Weighed
Sub-Surface Inspection Pole Camera	\$75.00/Day
Technology Equipment Charge	\$150.00/Day
Traffic Counters	\$25.00/Day

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

**PLEASE NOTE:** Herbert, Rowland & Grubic, Inc., (HRG) adjusts the current billable expenses annually to reflect the cost of doing business for the coming year. These expenses are effective January 1, 2024 through December 31, 2024.



**DULY RESOLVED AND ADOPTED** by the Board of Supervisors of East Hanover Township, Dauphin County, this 2<sup>nd</sup> day of January, 2024.

**ATTEST:**

**EAST HANOVER TOWNSHIP  
DAUPHIN COUNTY, PENNSYLVANIA**

Sharon L. Umberger  
Sharon L. Umberger, Secretary

By: Chad D. Leese  
Chad D. Leese, Chairperson  
Board of Supervisors

(SEAL)

