

Resolution No. 2023-14

BOROUGH OF ELIZABETHTOWN LANCASTER COUNTY, PENNSYLVANIA

A RESOLUTION OF THE BOROUGH OF ELIZABETHTOWN ESTABLISHING A FEE SCHEDULE AND SETTING FORTH MISCELLANEOUS FEES FOR BOROUGH SERVICES

WHEREAS, the Borough Council of the Borough of Elizabethtown desires to update its Fee Schedule that contains various miscellaneous fees for services provided by the Borough; and,

WHEREAS, the Fee Schedule adopted by this Resolution shall replace the Fee Schedule promulgated by the Borough Council of the Borough of Elizabethtown on November 15, 2001, by Resolution No. 2001-5 and as later amended by the following Fee Schedule Resolutions:

Resolution	Dated
2003-4	September 18, 2003
2004-1	June 7, 2004
2004-3	September 16, 2004
2004-4	December 16, 2004
2005-3	October 20, 2005
2005-12	November 17, 2005
2006-4	July 20, 2006
2006-7	September 21, 2006
2006-8	October 19, 2006
2007-2	January 18, 2007
2007-9	October 18, 2007
2007-10	November 15, 2007
2011-8	December 15, 2011
2014-1	February 20, 2014
2015-10	December 17, 2015
2016-18	December 15, 2016
2018-14	November 15, 2018
2019-9	July 18, 2019
2019-13	December 5, 2019
2020-13	November 6, 2020
2021-06	October 7, 2021
2021-10	December 2, 2021
2022-25	December 1, 2022

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Elizabethtown, Lancaster County, that the following fee schedule is hereby adopted and effective January 1, 2024:

SUBJECT	FEE
Alarm Systems	
1 st false alarm/calendar year	Warning
2 nd false alarm/calendar year	\$25
3 rd false alarm/calendar year	\$50
4 th false alarm/calendar year	\$100
5 th false alarm/calendar year	\$150
6 th & subsequent alarms/calendar year	\$200
False Alarms resulting from Testing & Demonstrations	\$150
Amusements	
Pool/Billiard Table	\$30.00 each/year \$2.50 each/month
Bowling Alley	\$6.00 each/year \$0.50 each/month
Animals	
Dog Recovery Fee	
Dog picked up and held by EPD, returned to owner without SPCA	1 st Offense - \$25 2 nd Offense - \$50 3 rd Offense - \$100
Dog picked up and transported to the SPCA from the Borough limits	Rate equivalent to the rate charged to Elizabethtown Borough by the SPCA including charges for transportation, housing, and care.
Bicycles	
License Fee	\$1/bicycle
Replacement License Fee	\$1/bicycle
Code Enforcement	
Inspection Fee	\$35/hour (minimum 1 hour)
Uniform Construction Code (UCC) Annual Permit	\$300/permit

SUBJECT	FEE
Construction Fees	
Permit Application Fee	\$50 payable to Elizabethtown Borough at the time the permit is picked up.
Plan Review/Inspection Fees	
<p>Construction Permit applicants shall pay all fees required for review of plans and performance of required inspections directly to the Construction Code Official. The Construction Code Official shall not issue the construction permit until applicant has paid all such fees in full. The Construction Code Official shall not notify the Building Code Official that all requirements for a Certificate of Occupancy under the UCC are complete until the permit holder has paid any outstanding fees.</p> <p><i>NOTE: Fees for plan review and inspections shall be as per agreement between the Borough and the third-party agency serving as the Construction Code Official and shall remain uniform in accordance with the multi-municipal cooperation agreement dated July 1, 2002 for the administration and enforcement of the UCC.</i></p>	
UCC Hearings/Appeals	
First Appeal	\$250 plus attorney fees (minimum \$80)
Subsequent Appeals, Same Project	\$150 plus attorney fees (minimum \$80)
First Appeal Hearing	\$500 plus attorney and stenographer fees
Subsequent Appeal Hearings, Same Project	\$300 plus attorney and stenographer fees
Copy Fees	
Photocopies	\$.50/page
Map (Street)	\$2/page
Map (Zoning)	\$4/page
24" X 36" Black and White prints	\$2/page
24" X 36" Color prints	\$4/page
Large format scan	\$2/page
Vehicle Accident Reports	\$15
Ordinance (Zoning)	\$12
Ordinance (ESPMC)	\$12
Ordinance (Stormwater Management)	\$12
Dumpster	
Permit Fee	\$25

SUBJECT	FEE
Facility Rentals	
Park Pavilions	\$25/resident; \$50/nonresident
Softball Field (Field Set Up)	\$25/game
Softball Field Lights	\$15/hour
Basketball Court	\$100/court
Amphitheater	\$200
<i>NOTE: A Special Event Permit Application must be submitted for rental/use of Borough facilities and/or property and closing streets as per Ordinance 950 of August 15, 2013.</i>	
<i>(A separate reservation system applies for pavilion rentals.)</i>	
Financial Fees	
Non-Sufficient Funds Fee	\$30
Liens	\$300
Fingerprinting	
Borough Residents	Free
Residents of Conoy, East Donegal, Mount Joy & West Donegal Townships and Marietta & Mount Joy Borough	\$10
Criminal Processing (LiveScan)	\$300
<i>NOTE: Residents of municipalities and townships not listed above will not be fingerprinted; they are advised to contact their local police department or the PA State Police.</i>	
Miscellaneous	
Contracted Services (Uniformed)	\$88.13/hour
Boot Installation & Removal	\$100 plus outstanding parking ticket fines and costs
Breath Testing (Evidential)	\$150
Temporary Materials Storage	\$5/permit
Parking Permits (Zone)	
Parking Permits (Zone)	Free
Replacement for lost permit	\$15
Property Maintenance	
Inspection Fee	\$35/hour (minimum 1 hour)

SUBJECT	FEE
Residential Rental Unit Fees	
License Fee	\$72/unit/year
License Late Fee	\$15/unit
Inspection Fee	\$55/unit
Reinspection Fee	\$55/unit
No Key during Inspection Fee	\$55/unit
Reinstatement Fee	\$20/unit
Duplicate License Fee	\$20/unit/year
Appeals Filing Fee	\$100
Exemption Application (institutional facility)	\$200
Inspection Report	\$5/report
Sewer Fees	
Connection Fee	\$2,017
Commercial/Industrial/Other Non-Residential	\$.0105/gallon/quarter \$120 minimum charge/quarter (10% late fee)
Mixed Use	\$120/quarter/unit Quarterly charge is never less than the total number of residential & non-residential units times the rate of \$120/quarter (10% late fee)
Private Dwelling/Living Unit	\$120/quarter (10% late fee)

Staff, Equipment and Material Fees

See Exhibit A for Fees based on set personnel and equipment costs. An incident or special event that requires the Borough to provide staff time to repair, complete, and/or participate may be required to reimburse the Borough of Elizabethtown for the costs of those services. An event shall be approved in advance by the Borough with the Borough Manager and the Chief of Police determining the necessary resources. Resources would include but are not limited to personnel, equipment, and supplies.

SUBJECT	FEE
Street Opening Fees	
Permit	\$50 (waived if restoration fees are paid)
Restoration Fees	\$135 first 5 square yards \$100 each additional square yard
Bonded Streets	\$5,000 plus restoration fees if within 1 year of resurfacing/reconstruction \$4,500 plus restoration fees if within 2 years of resurfacing/reconstruction \$4,000 plus restoration fees if within 3 years of resurfacing/reconstruction \$3,500 plus restoration fees if within 4 years of resurfacing/reconstruction \$3,000 plus restoration fees if within 5 years of resurfacing/reconstruction

NOTE: EAWA will be required to obtain a permit for recordkeeping but will be exempt from fees.

Stormwater Fees	
Inspection Fee	\$50 (inspection fees for small projects included with Zoning Permit fees)
Violation Inspection Fee	\$35
Non-Residential Major Stormwater Management Plans:	
Filing Fee	\$100
Escrow	\$5,000
Non-Residential Minor Stormwater Management Plans:	
Filing Fee	\$100
Escrow	\$2,500
Residential Minor Stormwater Management Plans:	
Filing Fee	\$100
Escrow	\$500
Subdivision Fees	
Filing Fee	\$100 plus \$15/residential lot (engineering and consultation fees passed on to the applicant)

SUBJECT	FEE
Additional Escrow:	
Minor Subdivision Plan or 1-5 residential lots/units	\$500
6-20 residential lots/units	\$2,500
Non-residential and 21 & over residential lots/units	\$5,000
Recreation/Open Space Fee	\$1,245.23/lot or dwelling, whichever is greater (in lieu of dedication of open space for recreation)
Transient Retail Business	
Permit	\$15
Applicant Background Check	\$25
Trash & Recycling	
Annual Fee	\$324 (\$81 due every quarter)
Extra Refuse Tag	\$3/each
White Goods Tag	\$15/each
Tire Tag	\$5/each \$15/each over 20 inches
Zoning Hearing Board	
Applications & Filing Fees: Special Exception/Variance	\$850 plus costs for consultation, legal, engineering, administration, or stenographer services
Council Hearings Re: amendments; zoning map	\$850 plus fees for consultation, legal, engineering, changes; conditional use administration, or stenographer services
Zoning Permits	
Residential:	
\$0—\$5,000	\$35
\$5,001—\$15,000	\$50
\$15,001—\$35,000	\$100
\$35,001 and over	\$3/\$1,000

SUBJECT

FEE

Zoning Permits

Commercial:

\$0—\$10,000	\$50
\$10,001—\$35,000	\$100
\$35,001 and over	\$3/\$1,000

Institutional:


\$0—\$10,000	\$50
\$10,001—\$100,000	\$300
\$100,001—\$200,000	\$600
\$200,001—\$350,000	\$1,000
\$350,001—\$1,000,000	\$3,000
\$1,000,001—\$2,000,000	\$6,000
\$2,000,001—\$3,000,000	\$9,000
\$3,000,001 and over	\$3/\$1,000


Special Use Permits:

Application Fee	\$100
Nonresidential Escrow	\$2,500
Residential Escrow	\$1,000

DULY ADOPTED this 21st day of December, 2023, by the Borough of Elizabethtown in lawful session duly assembled.

ELIZABETHTOWN BOROUGH

ATTEST: 
Secretary

BY: 
Council (Vice) President

[BOROUGH SEAL]

Exhibit A

Rate Schedule

Personnel

Borough Manager	\$ 127.00/ hour
Assistant Borough Manager	\$ 111.00/ hour
Public Works Director	\$ 116.00/ hour
Planning and Zoning Director	\$ 69.00/ hour
Chief of Police	\$150/ hour
Streets Supervisor	\$ 76.00/ hour
WWTP Supervisor	\$ 91.00/ hour
Assistant WWTP Supervisor	\$ 80.00/ hour
WWTP Operator	\$ 56.00/ hour
WWTP Mechanic	\$ 56.00/ hour
Administrative Services	\$ 60.00/ hour
Code Compliance Official	\$ 57.00/ hour
Equipment Operator	\$ 56.00/ hour
Laborer	\$ 53.00/ hour

Materials (Personnel Expense not Included)

Sign	Current cost of sign
Sign Channel	Current cost of channel
Stone, Sand, Topsoil, Cold Patch, Blacktop, Piping, Fittings, etc.	Materials will be billed at current rates and quantities used

Equipment (Personnel Expense not Included)

Air Compressor, Diesel, Tow-Type	\$15.00 per hour
Asphalt Roller	\$31.00 per hour
Backhoe with 24" Bucket	\$75.00 per hour
36" Backhoe Bucket	\$8.00 per hour
12" Backhoe Bucket	\$5.00 per hour
Blower, Walk-Behind	\$10.00 per day
Camera Truck	\$125.00 per hour
Chain Saw	\$8.00 per hour
Chipper	\$50.00 per hour
Cut-Off Saw	\$10.00 per hour

Exhibit A

Rate Schedule

Equipment (Personnel Expense not Included)

18" Cut Saw	\$15.00 per hour
24" Cut Saw	\$21.00 per hour
Flush Truck	\$100.00 per hour
Generator	\$8.00 per hour
Jumping Jack Tamper	\$10.00 per hour
Jack Hammer, 60 LB, W ISib	\$8.00 per hour
Lateral Camera	\$20.00 per hour
Leaf Blower	\$4.00 per hour
Light Tower	\$21.00 per hour
Loader	\$100.00 per hour
Pole Saw	\$8.00 per hour
Push Mower	\$6.00 per hour
Riding Mower	\$21.00 per hour
Shoring Box	\$80.00 per day
Skid Loader	\$55.00 per hour
Steel Plates	\$100.00 per day
3-inch Trash Pump	\$10.00 per hour
2-inch Trash Pump	\$9.00 per hour
Truck, Pickup	\$20.00 per hour
Truck, Pickup w Plow	\$30.00 per hour
Truck, Pickup and Trailer	\$40.00 per hour
Truck, Dump, One-Ton	\$35.00 per hour
Truck, Dump, Single Axle	\$45.00 per hour
Truck, Dump. Single Axle. w / Salt Spreader & Plow	\$80.00 per hour
Weed Wacker	\$6.00 per hour
Vibrator Plate Compactor (Backhoe)	\$30.00 per hour
Vibrator Plate Compactor (hand held)	\$15.00 per hour