

**Spring Garden Township Master Fee Schedule**  
**York County, Pennsylvania**

<b>Code Section</b>	<b>Subject</b>		<b>Fee</b>
<b>Financial</b>	Returned check (per check)		\$ 30
<b>Chapter 82</b>	<b>Tax Collection</b>		
§ 82-3	• Duplicate Real Estate bills		\$ 5
	• Duplicate receipts		\$ 5
	• Account history reports		\$ 5
§ 82-4	• Tax Certifications		\$ 20
<b>Chapter 100</b>	<b>Alarms (Article II)</b>		
§ 100-15	• False alarms, per year	1 <sup>st</sup> , 2 <sup>nd</sup> , and 3 <sup>rd</sup> 4 <sup>th</sup> and 5 <sup>th</sup> false alarms 6 <sup>th</sup> through 10 <sup>th</sup> alarms 11 <sup>th</sup> and subsequent alarms – per alarm	no charge \$ 30 \$ 60 \$120
<b>Chapter 120</b>	<b>Building Construction</b>		
§ 120-5	Building Permit	\$35 min.; \$15 per \$1,000 of estimated construction cost after initial \$3,000 construction cost	
§ 120-18	• Administration and enforcement of UCC	Per 3 <sup>rd</sup> -party fee schedule	
§ 120-20	• Plumbing license		
	New master plumber license application	\$ 50	
	New journeyman		
	License	\$ 25	
	Application	\$ 25	
	License renewal		
	Prior to January 1 of license year		
	Master plumber	\$ 40	
	Journeyman	\$ 20	
	After January 1 of license year		
	Master plumber	\$ 50	
	Journeyman	\$ 25	
	Inactive/retired master plumber or journeyman	\$ 5	
	• Permit for installation of plumbing	\$ 30	
	• Inspection fees are to be charged in accordance with the fee schedule submitted by the Third-Party Inspection Agency		
	• Uniform Construction Code residential inspection fees are established by the Third-Party Inspection Agency		
<b>Chapter 135</b>	<b>Fees – See Collections Fee Schedule</b>		
<b>Chapter 147</b>	<b>Fireworks</b>		
§ 147-4	• Application Fee	\$100	
	• Fire Department coverage during display	\$500	
<b>Chapter 151</b>	<b>Floodplain Management</b>		
§ 151-17	• Refer to application for building permit fee		

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<b>Chapter 158</b>	<b>Garage and Yard Sales</b>	
§ 158-6	• Permit Fee	\$ 5
<b>Chapter 165</b>	<b>Housing and Property Maintenance (per unit)</b>	
§ 165-22	• Annual rental licensing and inspection fee	\$200
	• Late fee (per unit) if filed after January 31 annually	\$ 50 + annual license fee
	• Subsequent inspection fee	\$ 85
	• Cancellation of inspection fee	\$ 85
	• No-Show fee	\$ 25
§ 165-23	• Tenant change inspection	\$ 85
<b>Chapter 172</b>	<b>Insurance</b>	
§ 172-7	• Municipal activities or services provided pursuant To Act 98 of 1992, including issuance of certificates and bills, performance of inspections and opening Separate fund accounts	As established by the Board of Commissioners from time to time by resolution
<b>Chapter 178</b>	<b>Junkyards</b>	
§ 178-2	• Application/License Fee	\$200
<b>Chapter 195</b>	<b>Mobile Homes</b>	
§ 195-2	• Inspection fee (new or renewal permit)	\$ 35
§ 195-15	• Permit for removal	\$ 35
<b>Chapter 226</b>	<b>Peddling, Soliciting, and Transient Retail Sales</b>	
§ 226-3	• License Fee	\$100
<b>Chapter 232</b>	<b>Portable Storage Units; Roll-Off Dumpsters</b>	
§ 232-2	• Permit Application	\$100
<b>Chapter 238</b>	<b>Public Entertainment</b>	
§ 238-3	• Permits (as established by resolution) <ul style="list-style-type: none"> <li>▪ All shows, circuses, menageries under canvas, per day</li> <li>▪ Carnivals, per day</li> <li>▪ Other public entertainment or shows for which an admission is charged               <ul style="list-style-type: none"> <li>○ Per day (held for less than 1 week)</li> <li>○ Per week (held 1 or more weeks)</li> </ul> </li> </ul>	\$150 per day Additional \$10/day/100 persons
§ 238-11	• Application fee (based on number of anticipated attendees) <ul style="list-style-type: none"> <li>▪ 1 to 500 persons</li> <li>▪ 500+ persons</li> </ul>	\$150 per day Additional \$10/day/100 persons
	• License Fee <ul style="list-style-type: none"> <li>▪ 0-5 acres</li> <li>▪ 5+ acres</li> </ul>	\$150 per day \$100/acre/day or fraction thereof
<b>Chapter 250</b>	<b>Sewers and Sewage Disposal</b>	
§ 250-4	• Sewer Use Permits Refer to § 250-132	ON-LOT SEWAGE ENFORCEMENT for Fees
§ 250-27	• Connection fee <i>Connection fee is only charged when connecting to a Township-constructed lateral, and no front-foot assessment was charged. This is charged in addition to the tapping fee.</i>	\$1100.00

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• Tapping fee	\$800	
<i>Connection to public sewer and charged per EDU.</i>		
§ 250-31		
Sewer treatment and maintenance charges (EFFECTIVE 2nd QTR BILLING 2025 – per budget).		
• Maintenance	\$103.60/qtr.	
• Residential		
Maintenance, treatment, and transportation	\$172.67/qtr.	
• Commercial		
Maintenance, treatment, and transportation	\$241.50/qtr. plus \$2.17 for ea. 1,000 gal. of sewage over 31,800 gal./qtr.	
• Industrial		
Maintenance, treatment, and transportation	\$271.69/qtr. plus \$2.29 for ea. 1,000 gal. of sewage over 31,800 gal./qtr.	
Sewer treatment and maintenance charges (EFFECTIVE 2nd QTR BILLING 2026 – per budget).		
• Maintenance	\$103.60/qtr.	
• Residential		
Maintenance, treatment, and transportation	\$181.31/qtr.	
• Commercial		
Maintenance, treatment, and transportation	\$253.58/qtr. plus \$2.28 for ea. 1,000 gal. of sewage over 31,800 gal./qtr.	
• Industrial		
Maintenance, treatment, and transportation	\$285.27/qtr. plus \$2.41 for ea. 1,000 gal. of sewage over 31,800 gal./qtr.	
§ 250-33	• Certifications of any sewer rental or charge account	\$ 35
§ 250-52	• Permit and Renewal of permit for Jiffy John	\$ 10
§ 250-62	• Grinder pump permit fee	\$ 60
	Applicant will be invoiced for actual engineering fees	
§ 250-97	Grinder Pump/Sewage Ejection Pump permit (Res. 2005-11)	\$ 60
	Applicant will be invoiced for actual engineering fees	
§ 250-132	ON-LOT SEWAGE ENFORCEMENT	
	• Sewage Permit Applications	
	▪ New on-lot system, Repair, Modification	\$363
	Repair in this category shall be limited to septic tank replacement or absorption area replacement. Modification in this category shall be limited to expansion or enlargement of an existing absorption area.	
	▪ Repair, Modification, or Temporary Holding Tank	\$248
	Includes replacing broken pipes, installing new pipes, tank replacement, pump modification, or adding hardware that changes the treatment	

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process from anaerobic to aerobic.	
▪ Minor Repair Permit.	\$165
Includes minor repairs that include baffle replacement, riser installation, pipe repair, float controls, replacing cracked lids, gas deflectors/solid retainers.	
• Soil Profile Description (Probe)	
▪ 1 <sup>st</sup> probe	\$165
▪ Each additional probe on same site	\$154
• Percolation Test	
▪ Holes dug by applicant	\$451
▪ Holes dug by Sewage Enforcement Officer	\$451
• Planning Activities and related work, not covered by the above schedule of fees, will be billed at the rate of \$115.50 per hour. These fees will first be collected from the applicant and reported on the monthly report, labeled planning.	
• Field Work, Inspections, Plot Plans, Letter for Real Estate Transactions	\$115.50
• Request for Septic Tank Pumping Interval Extension	\$137.50
• Holding Tank – One Annual Inspection, Report and Tracking	\$143
• Inspections of construction of on-lot septic systems, investigation of malfunctions, enforcement activities and related work not covered by the above schedule of fees will be billed at the rate of \$115.50 per hour.	
• OLM Inspections per Ordinance requirements.	\$148.50
One inspection and 2 hours of administration included	

**Chapter 260 Solid Waste, Article II Fees and Charges for Collection**

§ 260-4	• Collection of refuse/garbage and recycling*	
	Fees per contract with contracted hauler and subject to increases based on York Solid Waste Authority	
§ 260-5	• Quarterly administrative fee per customer/qtr.	Per contract with hauler
§ 260-8	• Extra refuse bag	Per contract with hauler
	• Certification of refuse charge account	Per contract with hauler
	• Penalty (Ord. 2015-01)	Per contract with hauler
	• Civil suit (Ord. 2015-01)	Per contract with hauler

**Chapter 262 Special Events**

§ 262-4	Application fees	
	• First Amendment Activity	
	Fees established by Board of Commissioners from time to time	
	• Other Special events application fee	\$ 50 (Res. 2012-08)
§ 262-6	Cost recovery fees	
	• Emergency Services/First Responders	
	▪ Police Officers (2-hr. min./officer)	Fees per applicable overtime compensation rate + ancillary employment costs
	▪ Police Vehicles - cruiser and pickup trucks	Refer to Police Contracted Services
	▪ Rolling closure (parades, marches, etc.)	\$ 25/hr./vehicle
	Special events requiring an officer(s) at the front & back of the event	
	○ Fewer than 100 participants – 2 officers required plus one vehicle for each officer (one at front and one at back of the event); 4 hr. minimum applies per officer	
	○ More than 100 participants – for each additional 200 participants, an additional officer and police care will be required; 4 hr. minimum applies per officer	

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- Each vehicle required Refer to Police Vehicles
- York Area United Fire and Rescue (YAUFR) Equipment rates as follows or as updated by FEMA
  - Engine truck Current FEMA rate + operator
  - Ladder truck Current FEMA rate + operator
  - Ambulance Current FEMA rate + operator
  - Mobile Command Post Current FEMA rate + operator
  - Firefighter/EMT Fees per applicable overtime compensation rates + ancillary employment costs
  - Fire Officer Fees per applicable overtime compensation rates + ancillary employment costs
  - Command Officer Fees per applicable overtime compensation rates + ancillary employment costs
- Public Works labor & equipment Refer to Public Works Dept. Labor and Equipment

**Chapter 265 Stormwater Management**

§ 265-402	Review of Stormwater Management Plans (SWM)	(Res. 2016-12)
	Township shall invoice the applicant for actual costs, fees, expenses, administrative time, and consulting fees incurred by the Township in addition to review fee	
	• Projects 500 to 2,000 sq.ft. in size	\$300
	• Projects over 2,000 sq.ft. in size	\$700
§ 265-404	Revision of Stormwater Management Plans	As established by Resolution
§ 265-405	Plan reviews, permit issuance, and inspection for subdivision/land development or building permit application for construction of stormwater management facilities	As established by Resolution
§ 265-902	Stormwater Management BMP Inspection	\$100 ea. SWM BMP inspected
Appendix C	Fee in-lieu of compliance, per sq.ft. of impervious surface added to the property	
	• First 0-500 sq.ft. of impervious area	\$0.50 per sq.ft.

**Chapter 270 Streets and Sidewalks, Article II-Street Excavations**

§ 270-9	• Permit Fee	\$ 75
	• Inspection fee, per visit	\$100
	• Supplementary application for additional work	\$ 75
	• Degradation fee	
	0 - 5 Years	\$75/sq yd
	6 - 10 Years	\$60/sq yd
	11- 15 Years	\$45/sq yd
	15+/unknown	\$30/sq yd

**Chapter 275 Subdivision and Land Development**

§ 275-38	• Fee in lieu of dedication of open space or recreation site	\$2,500
	Fee is applied for each lot or dwelling as shown on the final plan	
§ 275-53	• Inspection of improvements	Actual cost
§ 275-67	• Subdivision Plan submission fee (Residential)	\$500, plus \$10/acre
	Plan submission fees in addition to actual costs for engineering and legal review	
	• Land Development Plan submission fee (Residential)	\$500, plus \$10/acre
	Plan submission fees in addition to actual costs for engineering and legal review	
	• Minor Subdivision Plan submission fee (3 lots or less with no public improvements)	\$50
	Plan submission fees in addition to actual costs for engineering and legal review	

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- Subdivision and/or Land Development Plan submission fee (Commercial/Industrial)  
\$750, plus \$20/acre  
Plan submission fees in addition to actual costs for engineering and legal review
- Plan review fee: Actual cost for engineering & legal review

<b>Chapter 284</b>	<b>Taxation</b>	
§ 284-11	• Earned Income/Net Profits Tax – Collection of delinquent tax	YATB fee schedule
§ 284-25	• Mercantile License – Collection of delinquent tax	YATB fee schedule
§ 284-44	• Business Privilege Tax – Collection of delinquent tax	YATB fee schedule
<b>Chapter 300</b>	<b>Vehicles and Traffic</b>	
§ 300-Article I	• All § 300-Article I Sections unless otherwise noted	\$ 25
§ 300-7	• Permission for processions & assemblages	No fee
§ 300-33	• Application for handicap parking space (ADA)	\$ 50
§ 300-34	• Residential Parking Permit	No fee
§ 300-37	• Handicap Parking Space Violation	\$ 50
§ 300-42	• All § 300-Article IV parking violations except § 300-37 or otherwise noted.	\$ 25
§ 300-52	• Towing & storage charges: storage fee	\$100/day
<b>Chapter 310</b>	<b>Zoning</b>	
	• Hearings – Zoning Hearing Board – Residential	\$500
	• Hearing – Zoning Hearing Board – Non-Residential	\$750
	• Use Certificates	\$ 50
	• Zoning Permits	\$ 35
	• Zoning Ordinance Amendments/Rezoning Applications	\$1,500
	<b>Development Permit Extension Act fees</b>	
	• Extension approval – 25% of original application fee	\$5,000 max
	• Approval Verification – Residential	\$100
	• Approval Verification – Non-Residential	\$500
	<b>Parks and Recreation Rentals</b>	
	• Recreation/Baseball field	
	▪ General Field Rental	\$15 for each 4-hours of use
	▪ Majority Resident Team	\$10 for each 4-hours of use
	• Park Pavilion and Facilities	
	▪ Township Resident	\$ 30 rental fee
	▪ Non-Resident of Township	\$ 60 rental fee
	▪ Charge for trash removal by Twp. Staff post event	Non-Residential rental fee
	▪ Charge for cleaning of facilities post event by Twp. Staff	Non-Residential rental fee
	▪ Repair of facilities including plumbing	Actual cost
	<b>Police Contracted Services</b>	
	• See York County Regional fee structure	
	<b>Public Works Department Labor and Equipment</b>	
	• Labor fees per applicable overtime compensation rates plus ancillary employment costs	
	• Equipment	
	▪ Barricade rental (small parades, block parties)	\$ 30/barricade
	▪ Barricades (lost, stolen, replacement)	\$220/barricade

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▪ Pickup Truck	\$ 60/hr.
▪ Large Dump Truck	\$100/hr.
▪ Small Dump Truck	\$ 90/hr.
▪ Street Sweeper	\$150/hr.
▪ Flush Truck	\$175/hr.
▪ Sewer Camera Truck	\$150/hr.

**Return of Licensed Dog (3 P.S. 459-302)**

- Fee per 3<sup>rd</sup>-party agreement plus all other expenses incurred by the Township by reason of the detention and return of the dog(s) (Res. 2005-17)

**Right to Know Fees and Expenses**

- Copies – apply to any copy made of a redacted document requested to be inspected \$0.25/single side of page
- Certification of record \$ 10/record + notary fees
- Specialized documents Actual cost
- Facsimile/audio/video/other media Actual cost
- Conversion to Paper – lesser of fee for duplication on paper or the fee for duplication in the original media unless the requester specifically requests for the record in the more expensive medium
- Postage fees Actual mailing cost

**Township Liens**

(Res. 2014-19)

- Interest rate to be applied to any and all liens filed by the Township, 10% per annum

## SCHEDULE "A"

### SPRING GARDEN TOWNSHIP FEE SCHEDULE RELATING TO THE COLLECTION OF DELINQUENT FEES:

#### **I. Account Management:**

- 1) Delinquent account servicing fee, including records imaging and detailed recordkeeping, office staffing, computer equipment and software, office space, telephone, printing and imaging equipment, and supplies used to generate delinquent notices and to establish monthly payment plan—10% of tax/municipal claim, penalty and interest due.

#### **II. Civil Litigation Fees:**

1)	Prepare District Judge complaint.	\$100.00
2)	Preparation of District Judge Hearing	\$165.00
3)	Docketed District Judge hearing.	\$100.00
4)	Prepare Arbitration complaint.	\$165.00
5)	Prepare General Docket Proceeding.	\$400.00
6)	Trial, arbitration or mediation.	\$400.00
7)	Negotiate and prepare subsequent payment plan agreement.	\$165.00
8)	Enter default judgment.	\$225.00

#### **III. Miscellaneous:**

1)	Partial payment fee – where payment received does not pay account in full.	\$50.00
2)	Fee for check returned from bank (NSF, Acct. Closed, etc).	\$75.00

#### **IV. Legal Fees:**

1.	Research and obtain current deed and mailing address for owner(s) of property in an effort to commence collection efforts against such owner(s).	\$70.00
2.	Collection letter to a single owner of a property. The collection letter fee plus the cost for postage will be assessed to an owner(s) of property for each occurrence of a delinquency for which a collection letter was sent to the owner(s).	\$140.00 plus all costs for postage
3.	If a property is owned by more than one (1) owner, the owners will be assessed the fees for obtaining the deed to the property, the fee for the first collection letter and \$60.00 for each additional collection letter sent to every record owner, plus all the costs for postage relating thereto.	\$60.00 for each additional collection letter, plus all costs for postage



4.	10 Day Notice letter(s) – This Notice will be sent to each owner who does not claim the collection letter sent via certified return receipt requested mail.	\$70.00 per Notice
5.	Drafting and filing of Municipal Lien.	\$350.00 plus filing costs
6.	Notice letter to owner(s) regarding receipt of permission to execute by the Township.	\$100.00
7.	Title Search.	\$300.00
8.	Preparation of Execution Documents.	\$900.00
	The customer's account will be assessed all filing costs as imposed by the York County Prothonotary's Office and Sheriff's Office related to filing of execution documents at the applicable rate of the time of the filing. The costs and fees incurred for filing and service of the execution documents may be subject to change from time to time and vary upon case to case. The fees may be subject to additional charges associated with e-filing of documents.	
9.	Attorney attendance at Sheriff's Sale.	\$360.00
10.	Satisfaction of Municipal Claim.	\$120.00
11.	Payoff letter which provides the owner(s) 30 days to remit payment prior to resuming collection efforts and includes an itemized statement	\$120.00
12.	Demand letter to owner(s) advising they must resume payments immediately – per letter.	\$100.00
13.	Notice letter demanding owner(s) to make good on check – per letter and costs for postage.	\$75.00 plus postage
14.	Attorneys' fee to file Criminal Complaint for non-sufficient funds check.	\$165.00
15.	Attorneys' fees to provided owner(s) with a replacement copy of Praeclipe to Remove after case has been settled.	\$50.00
16.	Legal services that are rendered which are not specified above are based on the actual time and labor involved at CGA Law Firm's standard hourly rates charged to the Township. The hourly rates vary depending on the training and expertise of the person performing the work, which may change from time to time. In addition, all fees and expenses actually incurred such as postage, photocopies, constable fees, filing costs, and telephone charges shall be reimbursed. The fees may be subject to additional charges associated with e-filing of documents.	Standard Township hourly rates plus any expenses incurred

