

NORTH LEBANON TOWNSHIP
RESOLUTION NO. 8-2024

A RESOLUTION OF NORTH LEBANON TOWNSHIP,
LEBANON COUNTY, PENNSYLVANIA, **ADOPTING**
THE 2024 SCHEDULE OF FEES.

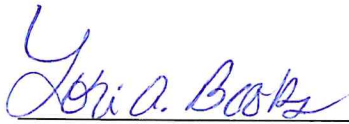
WHEREAS, the Board of Supervisors of North Lebanon Township, pursuant to the grant of powers set forth in the Second-Class Township Code and/or municipal codes passed by the General Assembly of the Commonwealth of Pennsylvania, establish a Schedule of Fees for the Township of North Lebanon, Lebanon County, Pennsylvania.

NOW, THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED by the Board of Supervisors of North Lebanon Township, Lebanon County, Pennsylvania, to adopt the 2024 Schedule of Fees as shown on EXHIBIT "A" attached to this Resolution.

DULY ADOPTED THIS 2nd day of January, 2024, by the Board of Supervisors of North Lebanon Township, Lebanon County, Pennsylvania, in lawful session duly assembled.

ATTEST:
(SEAL)

NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS



Lori A. Books, Secretary

By 
Edward A. Brensinger, Chairman

North Lebanon Township Fee Schedule

ADMINISTRATION	
A. Certification (Secretary)	\$2.00 ea.
B. Computer Data Base Inquiry (SMP info, etc.)	\$50.00 ea.
C. Mailing Fee	Actual Cost
D. Photocopies	
I. per page single sided	\$0.25* ea.
II. per page double sided	\$0.50* ea.
E. Color Copies	
I. per page single sided	\$0.50* ea.
II. per page double sided	\$1.00* ea.
F. Return Check Charge	\$50.00 ea.
G. Administration Fee (when applicable)	15% of invoice

*Or actual cost to Township; estimated costs of \$100.00 or higher require pre-payment

ALARM APPLICATIONS (False Burglar or False Fire Alarms) (Chapter 13, Part 4, Section 402 & 404)
--

When fees or charges are imposed for accidental or intentional false alarms under the provision of the North Lebanon Township Ordinances, the charges and fees shall be paid to the Township as follows and are based on a **calendar year**:

A. The First Two (2) False Alarms	\$0.00
B. Three (3) and Four (4)	\$75.00 ea.
C. Five (5) and Six (6)	\$150.00 ea.
D. Seven (7) or More	\$250.00 ea.

APIARY ONE-TIME REGISTRATION PERMIT FEE (Chapter 27, Part 1232 Beekeeping)

The fee shall not exceed the Department of Agriculture's Apiary Registration Fee.

A. Township Fee <i>(May also require Conditional Use hearing fee if located in certain zoning districts)</i>	\$10.00
---	---------

APPLICATION FEE

A. Appeals to Board of Supervisors	\$500.00
B. Group Homes	\$750.00
C. Review Fees	See Review Fees
D. Animal (Wild) (Chapter 2, Part 1)	
I. Initial Fee	\$50.00
II. Renewal Fee	\$15.00

ATTORNEY FEES

The hourly rate for any business conducted by Henry & Beaver, LLP, Attorneys at Law, on behalf of the Board of Supervisors including but not limited to preparing agreements, performing collections, enforcement activities, preparing resolutions and ordinances, or any other various issues requiring legal review.

A. Actual Cost of Attorney's bill	\$190.00 per hour + Administration Fee
-----------------------------------	---

BIKE REGISTRATION (Police Dept - Ord. 6/3/85; Chapter 15 Sec 601)
--

A. Annual Fee	\$1.00
---------------	--------

CABLE TV FRANCHISE FEE (Ord 1992-2 & Res 11-2007; Chapter 13 Sec. 123)

A. Franchisee's business operations within North Lebanon Township	5%
---	----

CONDITIONAL USE (Chapter 27)

A. Conditional Use Requests - R2 Age Restricted Development or other similar land development	\$2,500.00*
B. Conditional Use Requests - Non-Land Development - Deposit	\$750.00*

*Or actual cost to Township if higher. This covers advertising, half of stenographer fee, and other costs.

North Lebanon Township Fee Schedule

DRIVEWAY PERMITS (onto Township Roads)

- A. See Separate Resolution Adopted for Highway Occupancy Permits

ENGINEERING FEES

Review of plans, inspections, traffic impact studies, traffic analysis, or other issues requiring engineering review.

- A. Actual Cost of Engineer's bill + Administration Fee Cost + Administration Fee

FIRE ESCROW (Ord 1-1999 Chapter 7, Part 4)

- A. When determined, an escrow is required by Statute of the Commonwealth of PA \$2,000.00 for every \$15,000.00 of claim

GREENWASTE COMPOST FACILITY (Chapter 20, Sec 302 & 303)

- | | | |
|-----------|--|-------------------|
| A. | Delivery Services | |
| | I. Pick-up truck (5 cubic yards) | \$45.00 |
| | II. One single axle truck (8 cubic yards) | \$65.00 |
| | III. Tandem truck (15 cubic yards) | \$80.00 |
| B. | Loading of Mulch | |
| | I. By appointment only | \$10.00 per scoop |
| C. | Yardwaste Access Cards | |
| | I. Township Residential (one (1) card per property) | \$50.00 |
| | II. Township Commercial (business located within) | |
| | a. Under 100 uses (previous year) | \$275.00 |
| | b. Over 100 uses (previous year) | \$550.00 |
| | c. One (1) extra card purchase available (commercial only) | \$25.00 |
| | III. Replacement Card (original card will be de-activated) | \$5.00 |

HIGHWAY DEPARTMENT FEES

Inspection of improvements in developments as shown on the Subdivision or Land Development Plan. Developer required to post escrow account with Township in an amount as determined by the Township based on the hourly rate of the Township and number of hours determined to be required for inspection. This escrow must be posted with the Township **PRIOR** to plan approval.

- A. Hourly Rate of Township See Wage Rates

HIGHWAY EQUIPMENT

Use of equipment is charged portal to portal time for damages caused by accidents or other reasons requiring Township personnel to respond.

- | | | |
|-----------|--|---|
| A. | Asphalt Zipper | \$150.00 per hour + Wage Rate |
| B. | Echo Power Trimmer/Pruner | \$10.00 per hour + Wage Rate |
| C. | Grader | \$110.00 per hour + Wage Rate |
| D. | Grinder (Bandit Beast) | \$450.00 per hour + Wage Rate |
| E. | John Deere Backhoe | \$90.00 per hour + Wage Rate |
| F. | John Deere Loader (pay loader) | \$110.00 per hour + Wage Rate |
| G. | Large Single Axle Dump Truck (#2 & #6) | \$85.00 per hour + Wage Rate |
| H. | Leaf Picker | \$100.00 per hour + Wage Rate |
| I. | Pickup Truck (#1) | \$50.00 per hour + Wage Rate |
| J. | Skid Loader | \$80.00 per hour + Wage Rate |
| K. | Street Sweeper | \$120.00 per hour + Wage Rate |
| L. | Tandem Dump Truck (#3 & #7) | \$110.00 per hour + Wage Rate |
| M. | Tandem Roller | \$60.00 per hour + Wage Rate |
| N. | Tiger Mower | \$85.00 per hour + Wage Rate |
| O. | Any other Township owned equipment used by Township but not listed will be billed according to rental rate in Lebanon County | |
| P. | If Township must rent equipment | Cost of Rental +
Administration Fee +
Wage Rate |

North Lebanon Township Fee Schedule

JUNKYARD LICENSES (Chapter 13, Sec. 202)	
A. Junkyard License Initial Fee	\$1,000.00
B. Annual Renewal License Fee	\$100.00

KNOX BOX (Chapter 7, Part 5; Ord. 2-2010 - Section 506-A Registration Form and Fees)	
A. Registration of initial fee for a property in North Lebanon Township	
I. First and Second Notice	\$0.00
II. Third Notice	\$20.00
III. Property turned over to Code Enforcement	\$50.00
B. Annual Renewal Registration Fee	
I. First and Second Notice	\$0.00
II. Third Notice	\$20.00
III. Property turned over to Code Enforcement	\$50.00

LIQUOR LICENSE TRANSFER	
A. Hearing Fee	\$1,500.00

MANURE STORAGE PERMITS (Chapter 2, Part 3) (Res 6-2010)	
In addition to fees charged by the Lebanon County Conservation District, North Lebanon Township establishes an application fee. The standard application form included in Resolution 14-2012 is available at the Lebanon County Conservation District.	
A. Application Fee	\$10.00
B. Waiver requested from established setback from neighboring property	\$150.00

MOBILE HOME PARKS (Ord. 1989-6, Chapter 14, Sec. 101)	
A. Annual Permit Fee	\$100.00 per park + \$10.00 for each mobile home unit/lot
I. Penalty for payment after January 5 th	10% of total amount due

PARKS - DEDICATIONS of BENCH or TREE / DISC GOLF SPONSORSHIP	
A. Bench Dedication	\$750.00
B. Tree Dedication	\$300.00
C. Disc Golf Sponsorships (Basket & Tee)	\$400.00

PARK EVENT FEES	
A. Refundable Security Deposit (required)	\$500.00
I. Pavilion must be rented in addition to event	See Pavilion Rentals

PARK ORGANIZED FIELD USE FEES	
A. Per Organization	\$500.00
B. State Tournaments (NLT Baseball teams participating)	\$35.00 per day
C. Non-Township Athletic Organization Use (Elite Future Stars/other tournaments)	\$50.00 per game

North Lebanon Township Fee Schedule

PARK & RECREATION FEES - (Ord 1B-1994, as amended; Chapter 16, Part 2; Res 12-2020)

The Board of Supervisors established by Ordinance the requirement for Land Dedication, including the minimum of two (2) acres that shall be reserved as parks, recreation, or open space for each residential lot created in a subdivision or each dwelling unit created in a land development plan.

A. Land Dedication

.03 acres per residential lot/dwelling unit

The developer may request payment of a fee in lieu of the public dedication of land in accordance with procedures as set forth in Chapter 16, Part 2, Subpart A. Dedication Required, § 16-201C.

All fees shall be held and used by the Township in accordance with the requirements of Article V of the PA Municipalities Planning Code, and the recommendations of the North Lebanon Township Comprehensive Parks, Recreation, and Open Space Plan, including the use of the fees for maintenance of any park and recreation equipment and facilities.

B. Fees in Lieu of

\$2,200.00 per lot/dwelling unit

PAVILION RENTALS

North Lebanon Township Community Park, Lion's Lake, and Lenni Lenape

Pavilions with Full Kitchen Amenities

A. Saturday, Sunday & Holidays

- I. Up to 100 people \$125.00
- II. 101 & over \$175.00

B. Weekday Rentals (Mon. - Fri., not including holidays)

- I. Between the hours of 8:00am and 3:00pm
 - a. Up to 100 people \$50.00
 - b. 101 & over \$75.00
- II. After 3:00pm
 - a. Up to 100 people \$80.00
 - b. 101 & over \$110.00

Open Air Pavilions

A. Saturday, Sunday & Holidays

- I. Without electric \$50.00
- II. With electric (only available at Lenni Lenape Open Air #1) \$75.00

B. Weekday Rentals (Mon. - Fri., not including holidays)

- I. Between the hours of 8:00am and 3:00pm without electric \$25.00
- II. After 3:00pm without electric \$40.00
- III. Between the hours of 8:00am and 3:00pm with electric (only available at Lenni Lenape Open Air #1) \$50.00
- IV. After 3:00pm with electric (only available at Lenni Lenape Open Air #1) \$65.00

PEDDLING/SOLICITATION (Chapter 13, Sec 302)

- A. Initial application \$50.00
- B. One Day \$10.00
- C. One Week \$50.00
- D. One Month \$100.00
- E. One Year \$250.00

POLICE FEES/SERVICES

- A. Accident Reports (Set by State Law) \$15.00
- B. Police Escorts
 - I. First 30 minutes \$25.00
 - II. Every 30 minute interval after \$25.00
- C. Security Details See Wage Chart
- D. Storage of Impounded Vehicles
 - I. A daily fee will be assessed starting the day after notification to claim vehicle \$15.00
- E. Video from Body Cams
 - I. Copy of a specific incident from Police Body Cam (minimum fee) \$25.00

North Lebanon Township Fee Schedule

INTERNATIONAL PROPERTY MAINTENANCE CODE (Ord 11-2018 Chapter 5, Part 3)

The following fee schedule shall be applicable to be charged against the Owner(s) of the premises and/or Tenant(s) of the premises who are found to be in violation of the provisions of the North Lebanon Township International Property Maintenance Code by the North Lebanon Township Code Enforcement Officer.

A. Initial Inspection: Violation Notice and Report (One Inspector)	No Charge
B. Follow-up Visits by Code Enforcement Officer	
I. Progress made per agreement	No Charge
II. Progress NOT made per agreement	Citation
C. Condemnation of Property	No Charge
D. Inspection/Review of Property to Un-Condemn (due immediately)	
I. Relating to Utilities Only	\$50.00 per property
II. Relating to all other IPMC Code Violations	\$200.00 per property
E. Legal Expenses of Township and Court Costs (if non-compliance requires involvement by the Township Solicitor)	\$190.00 per hour, or as billed, + other costs
F. Administrative expenses, including mileage incurred by North Lebanon Township	See Billable Wage Rates
G. Inspection materials, including, but not limited to test kits, barrier tape, etc.	Actual Cost of Materials
H. Appeal to Board of Appeals	\$500.00 (due upon filing)

(Per Section 111 - Means of Appeal. An Application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder have been correctly interpreted, the provisions of this code do not fully apply, or the requirements of this code are satisfied by other means.)

In the case of removal of the condemnation status, payment must be paid prior to lifting the condemnation posting. The party or parties who are subject to the violation notice could be subject to additional charges for fines, penalties, attorney's fees, and other costs if legal action is required before District Magistrate or the Court of Common Pleas of Lebanon County to correct the violation.

RECLAMATION PERMIT (Chapter 27, Sec. 302.M)

A. Reclamation Application Permit Fee	\$25,000.00
--	-------------

The applicant shall be responsible for any additional fees associated with the review of the application by any professionals needed to review the application on behalf of the Township. This shall include, but not be limited to, attorneys and engineers.

RECYCLING CONTAINERS (Chapter 20, Part 2)

A. Recycling Container for Residential Properties	\$0.00
--	--------

RECYCLING DROP-OFF SITES (Ord. 2-1994; Chapter 13 - Part 5)

A. Annual License Fee	\$100.00
I. Bond or other security	\$500.00 per receptacle

RECYCLING FEE (Ord. 1991-2 Res. 11-1999; Chapter 20- Part 2)

A. Businesses must recycle privately and supply a written annual report to the	\$0.00
---	--------

REVIEW FEES

When any party submits a request to North Lebanon Township for the review of any matter, the interested party shall complete and file an application for review on the form as provided by the Township.

A. Application Fee when filing	\$190.00 per hour (two hour minimum)
---------------------------------------	---

Upon receipt and review of the application, the Township shall determine the estimated amount of fees and costs incurred by the Township to complete the review being requested, and upon the payment to the Township by the applicant of the amount deemed necessary to defray all costs and fees of the Township; the Township will proceed with the review.

North Lebanon Township Fee Schedule

If the amount of deposit is not sufficient to pay all the fees and costs incurred by the Township, the Township shall submit a written invoice to the applicant for the additional amount. The applicant shall pay the additional amount within ten (10) days of the receipt of the invoice. If there are any funds remaining with the Township after the review process has been completed the balance of the funds shall be refunded to the applicant.

SEWAGE ENFORCEMENT OFFICER (SEO) FEES - (As adopted by Resolution 3-2010)

- A. Fees set by Lebanon County Planning Department

SEWAGE MANAGEMENT FEES

- A. See NLTMA Fee Resolution

SIGNS / REPLACEMENT FROM DAMAGE

- A. Labor
 - I. Labor, equipment, and material fees shall be charged by the Township when a new development requires signs or when damage is done to Township
- B. Signs
 - I. Regulatory, warning, school, guide markers, destination & distance,
 - II. Regulatory high retro-reflectivity
 - III. Street name sign (per Street Specs)
 - IV. Misc. signs & appurtenances including, but not limited to:
 - a. 30" x 30" mesh work signs with stand/flags
 - b. Barricade hi-impact
 - c. Orange cones w/reflective tape
 - d. Barricade tape (left or right)
 - e. Fire hydrant markers
 - f. Square sign post
 - g. 10' galv. breakaway post
 - h. 6 1/2' delineator post
 - i. Large post cap
 - j. Large cross
 - k. Storm drain thermoplastic markings
 - l. Storm drain disc markers
 - m. Any other materials needed
 - V. Address signs per International Property Maintenance Code Enforcement

Cost of sign + Administration Fee + Hourly Wage Rate + Equipment Rate
\$25.00

STORMWATER FEES (Per Ordinance #4-2018)

One (1) ERU is equivalent to 3,755 square feet. The annual fee per one (1) ERU is \$40.00. Every single family residential (SFR) parcel will be charged for one (1) ERU. All other developed, Non-SFR parcels shall be charged an annual fee calculated by dividing the total impervious area of the non-SFR parcel by the impervious area per ERU to determine the number of ERU's to assign to the parcel. ERUs shall be assigned to non-SFR parcels by rounding to the nearest whole number.

A. Fee per One (1) ERU	\$40.00
B. Single-Family Residential (SFR) Parcel	\$40.00
C. Non-SFR Parcel (Impervious coverage divided by 3,755 sq. ft.) Example: A Non-SFR property containing 38,000 square feet of impervious area $38,000/3,775 = 10.39 = 11$ ERUs $\$40.00 \times 11$ ERUs = \$440.00	\$40.00 x # of ERUs
D. 10% Penalty	10% of invoice
E. Administrative Letter/Fee	\$20.00
F. Collection Costs (court costs and legal fees)	\$175.00 per hour

STREET EXCAVATION PERMITS (Ord. 1989-6; Chapter 21, Part 4)

- A. See separate Resolution Adopted for Highway Occupancy Permits

North Lebanon Township Fee Schedule

WAGE RATES

The Township will bill the following hourly rates. If an employee(s) was on overtime, the hourly rate will be multiplied by 1.5 x 3 hours minimum for billing purposes. When applicable wages will be charged portal-to-portal.

A. Township Manager, Assistant Manager, Director of Public Works	\$77.00 per hour
B. Clerical	\$45.00 per hour
C. Maintenance Employee (WW, Hwy, Park & Rec, etc.)	\$57.00 per hour
D. Maintenance Crew Leaders	\$62.00 per hour
E. Police Officer - Ptlm 1	\$75.00 per hour
F. Police Officer - Ptlm 2 or 3	\$89.00 per hour
G. Police Chief/Sergeant/Detective	\$105.00 per hour
H. Mileage Reimbursement	Current rate set by IRS

Note: If an employee works overtime on a holiday and receives holiday pay in addition to overtime, double-time and a half will be charged to the vendor for the hours worked. (i.e., Police Officer working Thanksgiving Day, or any other contractual listed holiday)

ZONING AMENDMENT HEARINGS (Ordinance 6-4, 84 Chapter 27, Section 2102)

Each petitioner requesting a Zoning Amendment Hearing before the Board of Supervisors shall submit a petition to Lebanon County Planning Department along with payment.

A. Zoning Amendment Hearing	\$2,500.00
-----------------------------	------------

ZONING HEARING BOARD APPEAL

For each application or appeal submitted to the Lebanon County Planning Department, the applicant shall submit the sum of \$100.00 plus \$87.50, one-half stenographer costs. Additional fees to be billed to applicant.

A. Zoning Hearing Board Application or Appeal	\$100.00 + \$87.50
---	--------------------

BILLING PROCEDURE

Payment of fees shall be due to the Township within thirty (30) days, or as otherwise noted, from the date of the invoice to the responsible party or parties. If not paid within the period noted on the invoice, a ten percent (10%) penalty will be applied to the unpaid balance.