

**MANCHESTER BOROUGH
YORK COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2026-11

**A RESOLUTION OF MANCHESTER BOROUGH, AMENDING AND RESTATING SET FEES
FOR SERVICES FOR 2026 AND BEYOND**

WHEREAS the Council of the Borough of Manchester has determined that charges for certain services no longer cover the cost to provide the service, and

WHEREAS the Council intends that all fees be fair and equitable and cover the expenses incurred for the services provided.

NOW THEREFORE the Council of the Borough of Manchester directs that the following fees shall be adopted beginning June 8, 2026 and for the remainder of the year 2026 and beyond:

I. MANCHESTER BOROUGH FEE SCHEDULE

MANCHESTER BOROUGH PERMIT FEE SCHEDULE	RATE
A. New construction and Improvements \$25.00/\$1,000 of construction/improvement value	\$25.00

MANCHESTER BOROUGH FEE SCHEDULE	RATE
A. Demolition Permit	\$25.00
B. Erection of Approved Sign	\$25.00
C. Occupancy Permit	\$25.00
D. Driveway Permit	\$25.00
E. Street Excavation/Opening Permit – Fees as identified per Ordinance 2000-24	Refer to Ordinance 2000-24
F. Zoning Hearing – Special Exception, Variances, and Interpretation	\$725.00

G. Rezoning Request	\$300.00
H. Subdivision and Land Development Plan Processing	
1. Preliminary plan plus \$10.00 per unit/lot	\$250.00
2. Final Plan plus \$10.00 per unit/lot	\$200.00
I. Site Development Plan	\$200.00
J. Recreation Fee per dwelling unit/lot	\$500.00
K. Impervious construction fee per square foot	\$0.05

II. COMMONWEALTH CODE INSPECTION SERVICES INC. FEE SCHEDULE

COMMONWEALTH CODE RESIDENTAL ZONING FEE SCHEDULE	RATE
A. Plan Review	\$60.00
B. Stake Out	\$60.00
C. Stormwater Management	\$60.00
D. Stormwater Management Plan	\$60.00
E. Final Zoning (Use and Occupancy)	\$60.00
F. Other Inspections – Enforcement of work commenced without permit	\$60.00

COMMONWEALTH CODE COMMERCIAL ZONING FEE SCHEDULE	RATE
A. Plan Review	\$100.00
B. Stake Out	\$100.00
C. Stormwater Management	\$100.00
D. Stormwater Management Plan	\$100.00
E. Final Zoning (Use and Occupancy)	\$100.00
F. Other Inspections – Enforcement of work commenced without permit	\$100.00

III. MANCHESTER BOROUGH RENTAL PROPERTY FEE SCHEDULE

RENTAL PROPERTY FEE SCHEDULE	RATE
A. Annual License Fee per Unit and Renewal License Fee with Change in Occupancy per Unit	\$50.00
B. Renewal License Fee for Existing Occupant per Unit	\$25.00
C. Annual Inspection Fee per Unit * The Annual Inspection Fee per Unit is payable to Commonwealth Code Inspection Svcs.	\$75.00, as required by Commonwealth Code Inspection Services
D. Additional Inspection Fee per Unit * Any Additional Inspection Fee per Unit is payable to Commonwealth Code Inspection Svcs.	\$75.00, as required by Commonwealth Code Inspection Services

IV. PROCESSING FEES FOR PROFESSIONAL SERVICES

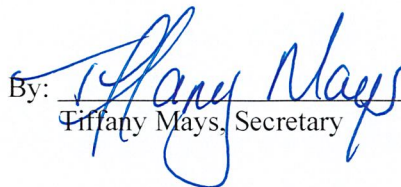
Fees for engineering and professional/legal services performed during the review process for Sub-division and Land Development Plans, as well as inspections for related improvements, shall be reimbursed to the Borough by the applicant as billed to the municipality. The applicant shall pay the Borough the invoiced amount, as billed, either upon the Borough's receipt of that bill, or at the end of the review process and inspection. The Borough engineer and professionals will submit their most recent fee schedule to the Borough and applicant upon their request. Additional inspections by Commonwealth Code Inspection Services Inc. may be required after the issuance of the zoning permits as determined by the Zoning Officer. These inspections may be assessed at not less than \$60 per visit as required due to the complexity, number of visits, or execution of work being done.

V. This Resolution shall be effective immediately.

RESOLVED, this 8th day of June 2026.

ATTEST:

MANCHESTER BOROUGH COUNCIL

By: 
Tiffany Mays, Secretary

By: 
Bradford A. Price, President