

MANHEIM BOROUGH Fee Schedule

15 E High Street, Manheim PA 17545

Adopted 3-29-2022

RESIDENTIAL RENTAL DWELLING UNIT & LIMITED LODGING UNIT

Registration Fee	\$55/unit annually
Mid Term Vacancy/Occupancy Fee	\$60/unit
Inspection fee	\$60/Unit
Repeat Inspection (beyond initial inspection/compliance visit)	\$60/Unit

ZONING PERMITS

(Based on the cost of the project)

General Use Permit-Includes Certificate of Use and Occupancy	\$50
Residential Use \$15,000 or less	\$50
Residential Use \$15,001 - \$33,000	\$100
Residential Use \$33,001 & over	\$3 per \$1000
Non – Residential Use \$0-\$10,000	\$50
Non – Residential Use \$10,001 - \$35,000	\$100
Non – Residential Use \$35,001 & over	\$3 per \$1000
Signs – Building Sign	\$50
Signs – Free Standing Sign	\$100
Pools – Above Ground Pools	\$50
Pools – In-Ground Pools	\$100
Other – Placement of On-Demand Storage Units – PODS	\$35
Yard Sales	No charge
Demolition Permit	\$50

UCC Building/Construction Permit

Building Code - Residential (1 & 2 Family Units and Multi-Family)	
New Construction	\$50
Residential Structural Alterations	\$50
Decks over 30 inches	\$50
Accessory Buildings over 1000 sq ft	\$50
Swimming Pools – Above Ground	\$50
Swimming Pools – In-ground	\$100
Spa or Hot Tubs	\$50
Manufactured home	\$50
Manufactured home installation	\$50
Building Code Permit – Non Residential	
All non – residential Construction	\$100
Fire Prevention Permits	\$50
Plan Review and Inspection fees for construction will be assessed a fee by Commonwealth Codes Inspection Services (CCIS).	See CCIS Fee Schedule for Rates

ONLOT SEWAGE FACILITIES and CODE RELATED

SEWAGE, ZONING, BUILDING, RENTAL INSPECTION AND RELATED FEES	
Per separate fee schedule	

ADMINISTRATION FEES

Lender Certification Fee	\$10
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Insufficient Funds/Returned Check Fee	\$35
Postage	At current rate
Right-to-Know- Copies	\$.25 per side per page
Right-to-Know Certified Copies	\$1/acknowledgment
No Parking Sign (+\$15 refundable deposit per sign)	\$10/sign
Handicap Parking Sign (Must be approved by Police Dept)	No fee
Vendor Permit	\$300
Street Opening - Permit/Inspection/Degradation Fee	\$135/SY for first 5 SY plus \$100 each additional SY
Public Works Event Labor Fee	\$45/hr
Curbs and Sidewalk	\$75 each (i.e. curb, sidewalk) per property
Equipment Fee	Based on job and Conditions

SUBDIVISION/LAND DEVELOPMENT & STORMWATER FEES

Subdivision/Land Development Application Fee	\$100
Subdivision/Land Development Review Fee	Engineer Review Fee
SW - General Permit	\$100 + Engineer Review Fee
Minor Disturbance/Small Project	\$50 + Engineer Review Fee
Exemption Application	No charge
Engineer Review Fee For SALDO and Stormwater Permits	Actual Fee from Engineer

POLICE DEPARTMENT

Accident Reports	\$15
Police Reports	\$15
Fingerprinting - Resident	\$15
Fingerprinting – Non-Resident	\$30
Bicycle License	\$1
Stray Animal Daily Care Fee	\$30/day
Stray Animal Recovery Fee	\$60
Public Nuisance Violations (Repeat violations are based on the same 12 month period)	
First violation	\$75
Second violation	\$150
Third-Sixth violation	\$200
Seventh or subsequent violation	\$300
Peddlers and Soliciting (Required to be Licensed) License Fee	\$20/week \$25/month (per person)
Police Officer for Special Event	\$67/hour

SOLID WASTE

Trash & Recycling Fee	\$114 billed twice/yr (\$228 annually)	
Extra Refuse	\$ 2 tag	
Tire Removal	\$3	
Oversized Refuse Items	\$5	
White Goods/Appliances	\$15	
Dumpster Permit (w/in public right-of-way -Approval from Police Dept. is required)	\$ 50/month	
Dumpster (on premises)	\$40	
Recycling container	\$15	
Convenience Fee for trash-related payments	Fee	
Bill Amount:	Credit Card	ACH Debit
\$0.01 - \$50.00	\$1.49	No charge (NC)
\$50.01 - \$100.00	\$2.94	NC
\$100.01 - \$150.00	\$4.39	NC
\$150.01 - \$200.00	\$5.84	NC
\$200.01 and greater	2.99%	NC

HEARING FEES

Conditional Use Hearing (includes demolitions to Historic Class I, II)	\$750
Zoning Hearing Board Appeals	\$750

Substantive Challenges	\$1,250
Petition to Amend Ordinance or Map	\$1,250
UCC Board of Appeals	\$500
Continuances of any hearing	\$75

RECREATION RENTALS

MEMORIAL PARK PAVILION RENTAL RATES (Rates are per day and include electric, water and grills)	
Large Pavilion (located directly behind Manheim Community Pool) – Seats up to 150	\$ 70 Manheim Borough Residents \$100 All Others
Small Pavilion (located at end of Adele Avenue beside Manheim Community Pool) - Seats up to 50	\$ 50 Manheim Borough Residents \$65 All Others
MUMMAU PARK RENTAL RATES (Includes ball field and Tot Lot Playground) 12 tables seat 80/benches seat 40 Rates are per day and include electric and water	\$ 85 Manheim Borough and Rapho Township Residents \$120 All Others
BRING ROCKS OUTDOOR AMPHITHEATRE RENTAL RATES	\$65 Base Fee for Manheim Central Residents \$100 All Others \$15 per hour for electric
BASEBALL/SOFTBALL FIELD RENTAL RATES	
SEASONAL CONTRACT HOLDER RENTAL FEES (Rates apply to Creek, Island, Mummau and Pool fields)	\$10 per game (No charge for practices)
DAILY RENTAL FEES (Rates apply to Creek, Island, Mummau and Pool fields) Price is per each 2 Hour Period or portion there of.	\$20/2 hour Period Manheim Central Residents \$30 All Others
ADULT TOURNAMENT FEES (Rates apply to Mummau and Pool fields per Field)	
Friday	\$75 Manheim Central Residents \$110 All Others
Saturday	\$100 Manheim Central Residents \$125 All Others
Sunday	\$75 Manheim Central Residents \$125 All Others
YOUTH TOURNAMENT FEES (Rates apply to Creek, Island, Mummau and Pool fields per Field)	
Friday	\$30 Manheim Central Residents \$50 All Others
Saturday	\$75 Manheim Central Residents \$100 All Others
Sunday	\$50 Manheim Central Residents \$75 All Others
ADDITIONAL FEES – (Apply to all of the above field rentals)	
Concession stand (Pool field)	\$25 per use
Security Deposit for concession stand (Refundable)	\$50
Lights – 1 hour minimum billing (creek and pool fields)	\$15 per hour per field
Key Deposit (Refundable)	\$10
MANHEIM COMMUNITY ROOM - BOROUGH HALL	
Community Room Rental	\$50

NOTES

1	<ul style="list-style-type: none"> • Bills mailed 1st of January and 1st of July, payment due by January 31 and July 31, respectively. • 10 % penalty to be added at the expiration of the Payment Period • 10% lien penalty to be added upon the filing of any lien which shall occur on any uncollected amount outstanding more than 90 days past the expiration of the 30 day Payment Period. • \$25.00 additional charge & lien after 90 days. • Interest shall accrue on all liens at the rate of 10% per annum • All costs associated with collections are billable
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