



## **MASTER FEE SCHEDULE**

**EFFECTIVE JANUARY 7, 2025**

As adopted on January 6, 2025 by the Board of Supervisors

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## Section 1. Administration & Business Related Fees

Miscellaneous Charges	Rate	Note
Photocopy – Black & White	\$0.25	Per page, single-sided copy
Photocopy – Color	\$0.50	Per page, single-sided copy
Certification of a Record- True & Correct	\$5.00	Per Document
Municipal Lien Request	\$30.00	Per Parcel
Postage for Requests Fulfilled by U.S. Mail		Actual cost of mailing
Mileage Reimbursement	.70	Per mile, IRS allowable rate (2025)
Daily Meal Allowance	\$69.00	Per Day, This amount will be aggregated. For example, a 3-day trip will have a \$207.00 total meal allowance, to be used as the individual deems necessary.
Municipal Budget Document (Electronic Copy)	N/C	No charge, can be obtained on Township website
Copy of Annual Audit Document (Bound Copy)	\$15.00	Each
Copy of Annual Audit Document (Electronic Copy)	N/C	No charge, can be obtained on Township website
Return Check Fee (NSF), applies to all checks written to Township	\$35.00	negotiable instruments given in payment of utility bills, applications, reservations, etc. (checks, money orders, account drafts, etc.)
Credit/Debit Card Transactions Potter Township will accept Visa, Mastercard, American Express & Discover for payments remitted to the township for services including, but not limited to permits, utilities, application fees and rentals. A fee per transaction will be assessed based on the table to the right.		3% of the transaction amount with a minimum fee of \$3.00  (Note: The fee for any transaction equal to or less than \$122.45 will be \$3.00)

Open Records Request Fees	Rate	Note
Photocopy – Black & White	\$0.25	Per page, single-sided copy <sup>1</sup>
Photocopy – Color	\$0.50	Per page, single-sided copy <sup>2</sup>
Specialized Documents <sup>3</sup>		Actual Cost
Records Delivered via Email		No additional fee may be imposed. <sup>4</sup>
CD/DVD		Actual Cost, not to exceed \$3.00 ea
Flash Drive		Actual Cost
Other Media		Actual Cost
Redaction		No Additional Fee may be imposed <sup>6</sup>
Conversion to Paper	\$0.25	\$0.25 per page <sup>7</sup>
Photographing a Record		No additional Fee May Be Imposed <sup>8</sup>
Postage		Actual Cost USPS first class postage

\*Open Records Request Fee Notes Located at End of Fee Schedule

Liquor License Transfer	Rates	Note
Liquor License Transfer Application	\$1,500.00	Includes application review and up to three (3) hours of public hearing time
Additional Public Hearings for Liquor License Transfer	\$500.00	Maximum of three (3) hours

Peddling, Soliciting, and Transient Retail Permits	Rates	Note
Application Fee	\$80.00 Per Person	One month or any part thereof
	\$40.00 Per Person	Each additional month or any part thereof
	\$200.00 Per Person	One Calendar Year
Exemptions – Charitable groups	---	Should present a copy of groups charter for verification & record

**Peddling:** Shall be defined as an individual, person, corporation, etc., that is selling a product and/or service, or promoting a product and/or service door-to-door that will be performed or delivered by the person peddling.

**Soliciting:** Shall be defined as an individual, person, corporation, etc., that is selling a product and/or service, promoting a product and/or service door-to-door, but is not providing the product or service at the time of the solicitation.

**Transient:** Shall be defined as an individual, person, corporation, etc., that would establish a temporary, defined location to conduct business within the Township.

Documents:	Rates	Note
Code of Ordinances	\$15.00	Per Chapter
Code of Ordinances Update	\$0.25	Per page, per side
Zoning Map/Development Review Map/Official Map		
A. 8 ½" x 11" Color	\$1.00	
B. 11" x 17" Color	\$3.00	
C. 24" x 36" Color	Actual Cost	

\*Note: The above documents can also be accessed via the Township's website at [www.pottertownship.org](http://www.pottertownship.org)

Emergency False Fire Alarm Fees	
1. First Alarm	None – Notification Only
2. Second Alarm	None – Notification Only
3. Third Alarm	None - Notification/Warning
4. Fourth Alarm	\$150.00
5. Fifth Alarm	\$300.00

\*\* Per Calendar Year. Billing done through Centre Hall Fire Company

## Section 2. Tax Collection Fees

Tax Collection Fees (Township)	Rates	Note
Tax Certificate Form	\$20.00	
Duplicate Bill	\$4.00	
Mobile Home or House Trailer Removal Permit	\$2.00	
Certified Letter		Actual Cost
Return Check Fee, applies to all checks written to: Potter Township Tax Collector	\$35.00	Will be applied to all dishonored negotiable instruments given in payment of taxes, (checks, money orders, account drafts, etc.)

## Section 3. Building Development Permit, Inspection, Plan Review and Code Enforcement Fees

Subdivision & Land Development Plan Applications	Rate	Note
Zoning & Ordinance - Plan Review	\$100.00	Per Review. Fee due with submission of application.

Penalty Fee for Failure to Obtain a Permit		
Penalty for Failure to obtain the necessary permits prior to construction or alteration of land or structures		Penalty Fee in addition to Permit Fee
A. Agriculture and/or Residential	\$150.00	
B. Commercial and/or Industrial	\$300.00	

Zoning Permit Fees		
Zoning Application – Permitted Uses	\$140.00	
Square Footage for Zoning – Agriculture/Residential	\$0.05/sq. ft.	Fee determined by multiplying the square footage of the new/ remodeled construction by the multiplier determined by the use of the building or structure
Square Footage for Zoning- Commercial/Industrial	\$0.10/sq. ft.	
Skid Mounted Sheds – Any structure up to 150 sq. ft.	\$30.00	Permit does <b>not</b> require a zoning application fee, but must be an accessory to a permitted use.
Skid Mounted Sheds – 151 -500 sq. ft. maximum	\$60.00	
Occupancy Permits (Residential & Commercial)	---	First two (2) are included as part of Zoning Permit.
	\$40.00 per return trip	Additional inspections due to incomplete project or failure.
Change of Use Permit	\$140.00	
Wells and Borehole Permit Fee		
Application Fee	\$55.00	Includes 1 well
Geothermal Boring	\$55.00 \$15.00	Per Application, plus Per hole
Inspection Visit	\$30.00	Per Inspection Visit
Demolition Permit	\$30.00	Requires Municipal Approval Form and Bureau Veritas permit
Temporary Use Permit (Ex. Fireworks sales, Special Event, Circus, Food Concession trucks, Craft/Vendor show, carnival, etc.)	\$140.00	Per event and based on a specific period of time.
Home Occupation Application	\$110.00	Fee assessed for home occupation application
Fee In-Lieu-of Park/Open Space Dedication	\$1,250.00	Per new dwelling lot created in lieu of parkland dedication
Logging Permit	\$100.00	
Fireworks Display Permit Application	\$110.00	

<b>Sign Permits</b>	<b>Rates</b>	<b>Note</b>
Signs (On Premise)		Fee is determined by the square footage of all sign area, including double or a lesser square footage. Double-sided the square footage is time two (2).
0 – 5.9 sq. ft.	\$15.00	
6 – 10.9 sq. ft.	\$30.00	
11 – 50.9 sq. ft.	\$45.00	
51 – 100 sq. ft.	\$60.00	
101 – 200 sq. ft.	\$75.00	
Building Contractor – Temporary Sign Permit	\$5.00	For 12 months
<b>Zoning Hearing Board</b>	<b>Rates</b>	<b>Note</b>
Zoning Hearing Board Appeals		
Application Fee	\$500.00	
Escrow Account	\$1,250.00	State permitted costs in excess of application fee: legally required advertising, postage, stenographers transcript, staff compensation, administrative overhead. Stenographers cost shared equally by Township
Fee to continue challenge hearing	\$90.00	
Fee to postpone challenge hearing	\$120.00	

<b>Board of Supervisor Action/Hearings</b>	<b>Rates</b>	<b>Note</b>
<b>Application for Conditional Use Hearing</b>		
Application Fee	\$275.00 + \$1,000.00 (escrow)	State permitted costs in excess of application fee.
Fee to continue Conditional Use Hearing	\$90.00	
Fee to postpone Conditional Use Hearing	\$120.00	
<b>Application to Amend Zoning Map</b>		
Application Fee	\$275.00 + \$1,000.00 (escrow)	State permitted costs in excess of application fee: legally required advertising, posting of property, and administrative fees
Fee to continue Zoning Map Amendment Hearing	\$175.00	
Fee to postpone Zoning Map Amendment Hearing	\$200.00	

<b>Application to Amend Zoning Ordinance (Curative Amendment)</b>		
Application Fee	\$1,000.00	Plus Actual Cost of Advertising (A formal request in writing to amend an ordinance)
Fee to continue Zoning Ordinance Amendment Hearing (Curative Amendment)	\$175.00	
Fee to postpone Zoning Ordinance Amendment Hearing (Curative Amendment)	\$200.00	

\*\*Additional escrow deposits: If at any time it should appear that the assessable costs will exceed the amount deposited by applicant, a further deposit of any amount reasonably calculated to defray such excess costs shall be required.

## Section 4. Public Works Fees

Public Works Permits	Rates	Note
Driveway Permit, new	\$75.00	New Driveway Cut, w/wo paving
Driveway Permit, paving	\$50.00	Paving Existing Driveway
Hauling Agreement Bond	\$12,500.00	Per mile on paved road
Hauling Agreement Bond	\$6,000.00	Per mile on unpaved road
Road Dedication Filing Fee & Resolution	\$300.00	
Permit for Events on Township Roads, Parks, and Trails (Parades, 5K Races, Bicycle Races)		Certificate of General Liability Insurance in the amount of \$1,000,000.00 naming Potter Township as an additional insured.
A. Organizations with 501c3 tax exempt status	Fee Waived	
B. All other organizations	\$35.00	
Road Name Sign/ 911 addressing/House Number	\$40.00	
Post, Bracket & Hardware for sign installation	\$60.00	



## Section 5. Township Labor and Equipment Fees

Township Equipment	Rates	Note
<i>*All Rates are Per Hour Without an Operator</i>		
Front End Loader	\$80.00	Per hour, 2 hour minimum charge
Backhoe	\$60.00	Per hour, 2 hour minimum charge
Large Tractor Mower	\$80.00	Per hour, 2 hour minimum charge
Riding Mower	\$40.00	Per hour, 2 hour minimum charge
Wood Chipper	\$60.00	Per hour, 2 hour minimum charge
Work Truck	\$60.00	Per hour, 2 hour minimum charge
Concrete Saw	\$40.00	Per hour, 2 hour minimum charge
Weed-eater	\$30.00	Per hour, 2 hour minimum charge
Chainsaw	\$30.00	Per hour, 2 hour minimum charge
Township Labor	Rates	Notes
Labor Per Hour, Per Employee	TBD	Actual Hourly rate based on pay and benefits. May include overtime if applicable.

## Section 6. Utility Rates & Fees

Sewage Management Program (On-lot Systems)	Rate	Note
System Inspection /Administration Fee	\$125.00	Sewer System Inspection completed by SEO
Late Fee – Administration	\$50.00	Penalty on Unpaid Accounts after May 15 <sup>th</sup>
Small Flow Treatment Facilities – Yearly Inspections and DEP Reporting	\$65.00	Completed by Sewage Enforcement Officer
Tanks Requiring Pumping Every 2 Years –	\$25.00	Administration Fee

### Sewer Services

Sewer Rates & Fees	Rates	Note
Residential Sewer	\$81.00	Per month, Per EDU (Equivalent Dwelling Unit)
Commercial Sewer	\$81.00	Per month, Per EDU (Equivalent Dwelling Unit)
Penalty on Unpaid Utility Accounts	\$10.00	Per occurrence, postmarked after 20 <sup>th</sup> of month
Inspection for Relocation of Electric Panel	\$75.00	Relocation completed by property owner

Sewer Service Tap Fees	Rates	Note
Sanitary Sewer Tap Fee (New tap)	TBD	Prevailing Current Cost plus 10%
Sanitary Sewer Tap Inspection Fee	\$50.00	Each tap. New or replacement, Residential or Commercial

Water Services

Water Rates & Fees	Rates	Note
Residential Water	\$69.00	Per month

**Section 7. Utility Administration Fees**

Utility Administration Fees	Rates	Note
Return Check Fee, applies to all checks written to Township	\$35.00	Will be applied to all dishonored negotiable instruments given in payment of utility bills, (checks, money orders, account drafts, etc.)
Penalty on Unpaid Utility Accounts	\$10.00	Per occurrence, postmarked after 20 <sup>th</sup> of month
Utility Disconnection/Reconnection Fee – Public Works crew required during normal business hours (8AM – 5PM, M-F)	\$300.00	Per Occurrence
Utility Disconnection/Reconnection Fee – Public Works crew after normal business hours, weekends and holidays	\$450.00	Per Occurrence

**Section 8. Recreation and Township Facility Fees**

Potter Run Park	Rates	Note
Potter Run Park Pavilion Use	N/C	Reservations not accepted.

Vendor and Participant Fees		
Vendor Fee for Community Event	\$20.00 - \$200.00	Varies Per Event, Per Use Parks & Rec Board Set Rates
Registration Fee for Community Event	\$5.00 - \$20.00	Varies Per Event, Per Participant
<i>Note: Fees Dependent on Event Held</i>		

### Open Records Request Fees – NOTES

1. A “copy” is either a single-sided copy on 8.5”x11” paper, or one side of a double-sided copy on 8.5”x11” paper.
2. A “copy” is either a single-sided copy on 8.5”x11” paper, or one side of a double-sided copy on 8.5”x11” paper. A requester may ask for black and white copies even if the original is in color and color copies are available.
3. Including, but not necessarily limited to, non-standard sized documents and blueprints.
4. If a requester asks to receive records which require redactions in electronic format, an agency may print the records to provide for secure redaction, then scan them in for delivery by email. Accordingly, the agency may charge the fees noted above for either B&W or color copies, as appropriate.
5. If an agency must print records to send them by facsimile, the agency may charge the fees noted above for B&W copies.
6. If a requester seeks records requiring redaction, an agency may copy or print the records to provide for secure redaction. Accordingly, the agency may charge the fees noted above for either B&W or color copies, as appropriate.
7. If a record is only maintained electronically or in other non-paper media, duplication fees shall be limited to the lesser of the fee for duplication on paper or the fee for duplication in the original media, unless the requester specifically requests for the record to be duplicated in the more expensive medium. See §1307(e).
8. This assumes the requester is using his or her own camera, such as a cellphone camera, to photograph the records. See *Muenz v. Township of Reserve*, OOR Dkt. AP 2015-1021, 2015 PA O.O.R.D. LEXIS 1176. If redaction is required prior to the requester being granted access to photograph records, an agency may copy or print the records to provide for secure redaction. Accordingly, the agency may charge the fees noted above for either B&W or color copies, as appropriate.
9. Under the RTKL, an agency may impose “reasonable fees for official certification of copies if the certification is at the behest of the requester and for the purpose of legally verifying the public record.” Certification fees do not include notarization fees.

### Additional Notes

**Fees May Be Waived:** All fees established herein may be waived at the discretion of the Open Records Officer.

**Other Statutory Fees:** If a statute other than the RTKL governs the amount an agency may charge for a certain type of record, the other statute controls. For example, a Recorder of Deeds may charge a copy fee of 50 cents per uncertified page and \$1.50 per certified page (42 P.S. § 21051). Other examples include the History Code, the Municipalities Planning Code, and the Criminal History Record Information Act.

**Inspection of Redacted Records:** If a requester wishes to inspect, rather than receive copies of, records which contain both public and non-public information, the agency may redact the non-public information. An agency may not charge the requester for the redaction itself. However, an agency may charge (in accordance with the OOR’s Official Fee Structure) for any copies it must make in order to securely redact the material before allowing the requester to view the records. If, after inspecting the records, the requester chooses to obtain the copies, no additional fee may be charged.

**Fee Limitations:** Except as otherwise provided by statute, the RTKL states that no other fees may be imposed unless the agency necessarily incurs costs for complying with the request, and such fees must be reasonable. No fee may be imposed for an agency’s review of a record to determine whether the record is a public record subject to access under the RTKL. No fee may be charged for searching for or retrieval of documents. An agency may not charge staff time or salary for complying with a RTK request. No fee may be charged for an agency’s response letter.

**Prepayment:** Prior to granting a request for access in accordance with the RTKL, an agency may require a requester to prepay an estimate of the fees authorized under this section if the fees required to fulfill the request are expected to exceed \$100. Once the request is fulfilled and prepared for release, the OOR recommends that the agency obtain payment prior to releasing the records.

**POTTER TOWNSHIP, CENTRE COUNTY**  
2025 Sewage Enforcement Officer Services

**STAFF**

Primary Sewage Enforcement Officer:	Stanley J. Wallace (Cert #01798)
Administration / Secretarial	Kim Wallace
Percolation Test Technician	Kim Wallace

**FEE SCHEDULE**

**APPLICATIONS:**

- On-Lot Systems (Approved or Denied) includes application fees, soil testing, percolation testing, design review and permit issuance: \$600.00
- Alternate Systems (Non-Drip, Irsis, AB or Eljen) includes application fees, soil testing, percolation testing, design review and permit issuance: \$600.00
- Replace or major repair to existing system includes application fees, soil testing, percolation testing, design review and permit issuance: \$600.00
- Additional percolation test (per set): \$275.00
- Minor repairs to existing system (no probe or perc): \$275.00
- Septic tank replacement: \$275.00
- Holding tank/Privy/Retention tank: \$500.00
- Portable / Chemical Toilet(s) \$125.00
- Renew, reuse, or transfer permit (no changes): \$125.00
- Renew, reuse, or transfer permit (with modifications, design review and no additional testing): \$275.00
- Minor modification permits: \$125.00
- Chemical / Composting Toilet \$120.00
- Inspection(s) \$150.00
- On-lot Management inspections: \$ 75.00
- Mileage Maximum allowed Federal Rate
- **Spray or Drip Irrigation;** Time and Material costs beyond typical application testing at land development rates (applicant pays 100%)
- **Small Flow Treatment Facility;** Inspections will be billed on a time and material basis using the subdivision/land development rates, with the minimum charge being \$150.00. The municipality will bill the owners of the SFTF for the inspection fee to be reimbursed to the municipality.
- **Non-Residential;** The application fee for non-residential Land Development will be determined by proposed flow based on an Equivalent Dwelling Unit of 400 gallons per day equals one lot. This fee will be paid in advance of the scheduling of work. Said fee will be used as escrow against charges to be incurred. Applicant will receive monthly billing of cost incurred and account balance. Should costs exceed the application fee, the applicant will be surcharges monthly for all costs in accordance with the rate schedule.
- **Enforcement Activities & General Municipal Consultation;** These activities include, but are not limited to malfunction complaints, permit revocation, meetings, hearings, research, general consultation, and other associated activities necessary to carry out the enforcement or implementation of the Sewage Facilities Program for the Local Agency.

Interim inspections will be required for difficult-to-build or new technology systems, such as, but not limited to, ECO-FLO, Infiltrator, IRSIS, Eljen and Drip/Spray Irrigation Systems.

**MUNICIPAL CONSULTATION/ ENFORCEMENT:**

- Primary Sewage Enforcement Officer \$75.00 per hour
- Alternate Sewage Enforcement Officer: \$75.00 per hour
- Secretarial Administration: \$60.00 per hour
- Mileage rate: Maximum allowed Federal Rate
- Preparation of percolation test holes (digging per set of six) \$200.00
- Supply water per set of six holes \$200.00
- Conduct pre-soak per set of six perc holes, plus mileage \$ 80.00

**LAND DEVELOPMENT:**

**All fees paid by developer**

- Site Evaluation & Soil Test Pit Observation (4 per lot / EDU) (hourly rate over 4) plus mileage \$200.00 per lot / 1 EDU
- Percolation Tests (primary and/or replacement site, 6 percolation test holes each) plus mileage \$225.00
- Percolation Tests Primary and Replacement if conducted at the same time (primary and/or replacement site, 6 percolation test holes each) plus mileage \$300.00
- Additional Percolation Testing for large volume systems (greater than 400 GPD / 1 EDU) per each addition 6-hole test, plus mileage \$200.00
- Planning Module reviews and re-reviews At hourly rate
- Preparation of percolation test holes (digging per set of six) \$200.00
- Supply water per set of six holes, plus mileage \$200.00
- Conduct pre-soak per set of six perc holes, plus mileage \$ 80.00

**ON-LOT SEWAGE DISPOSAL SYSTEM DESIGNS:**

On-Lot Sewage Disposal System designs will be completed at a per hour rate; plus, cost of copies, postage & mileage @ the prevailing hourly rate for the Primary Sewage Enforcement Officer

**DEP SEWAGE FACILITIES PLANNING MODULE PREPARATION:**

DEP Sewage Planning Modules will be prepared at a per hour rate; plus, cost of copies, postage, reimbursable expenses & mileage @ the prevailing hourly rate for the Primary Sewage Enforcement Officer

**NON-PERMIT RELATED SERVICES:**

All other non-permit related services will be conducted on a per hour rate; plus, cost of copies, postage, reimbursable expenses & mileage @ the prevailing hourly rate for the Primary Sewage Enforcement Officer

## 2025 Rate Schedule

Professional Engineer	\$80.00
Technician II	\$50.00
Secretarial	\$30.00
Mileage	\$ 0.55/mile

A lump sum of \$85.00 per meeting will be charged for municipal meeting attendance regardless of the time actually incurred.

Subconsultant or Reimbursable Costs such as copies incurred as part of a project will be passed on with no mark up of the costs.

<b>McCormick Taylor, Inc.</b>	
<b>2025 Professional Services Fee Schedule</b>	
Classification	Hourly Rate
Principal	\$250.00
Senior Project Manager II	\$230.00
Senior Project Manager I	\$215.00
Project Manager I	\$200.00
Senior Engineer	\$190.00
Engineer III	\$175.00
Engineer II	\$165.00
Engineer I	\$145.00
Engineering Tech. Manager	\$155.00
Engineering Technician III	\$135.00
Engineering Technician II	\$130.00
Engineering Technician I	\$115.00
<b>Supporting Services</b>	
Professional Land Surveyor	\$140.00
Environmental Project Manager	\$180.00
Environmental Planner	\$150.00
Landscape Architect	\$120.00
GIS Specialist II	\$130.00
GIS Specialist I	\$110.00
Graphics Artist	\$125.00
Administrative	\$100.00
<b><u>Miscellaneous Charges</u></b>	
Vehicle mileage will be billed at the standard corporate rate. Other reimbursable expenses will be billed based on actual costs incurred.	
<b>Fee Schedule Period - January 1, 2025 to December 31, 2025</b> Method of Payment: Specific Rate	

**2025 GENERAL FEE SCHEDULE**

<u>Description</u>	<u>Rate per Hour</u>
Principal.....	\$224.00
Senior Program Manager.....	\$165.00
Senior Project Manager.....	\$125.00
Senior Engineer.....	\$125.00
Engineer III.....	\$114.00
Engineer II.....	\$100.00
Engineer I.....	\$90.00
Technician I.....	\$72.00
Technician II.....	\$75.00
Technician III.....	\$84.00
Designer I.....	\$80.00
Designer II.....	\$86.00
Designer III.....	\$104.00
SEO Technicians.....	\$74.00
Operations Technician.....	\$74.00
Administrative.....	\$52.00
Registered Surveyor.....	\$128.00
Surveyor Technician III.....	\$84.00
One Man Survey Crew.....	\$74.00
Two Man Survey Crew.....	\$148.00
Two Man Survey Crew (PR).....	\$140.00
Two Person Drone Crew.....	\$158.00
Three Person Drone Crew.....	\$237.00
Resident Inspection.....	\$76.00
Senior Resident Inspection.....	\$88.00
Construction Project Manager.....	\$96.00
Landscape Architect.....	\$92.00
Senior Environmental Scientist/Engineer.....	\$170.00
Environmental Scientist.....	\$102.00

**NOTES:**

1. The above rates include general overhead as well as basic tools & materials.
2. Reimbursable expenses are billed at cost plus 10%; including, but not limited to consultant services, printing, postage, digital photography, equipment rental, ordinance fees, electronic document downloads, reproduction, express mail, computer disks, mylar plans, paper plans, etc.
3. Mileage will be invoiced at a rate of \$0.67/mile.
4. Overtime rates will be charged for any time the staff works more than a 40-hour workweek. This work will be charged at a rate of 1.5 times the above rates.
5. Surveying rates include the use of an Electronic Distance Measuring Total Station, GPS, Field Computer/Data Collector, Computer Aided Drafting, and Drafting Plotter.
6. On construction stakeout jobs, the cost of stakes, hubs and pins will be invoiced.
7. All fees due net 30 days from invoice date. 1.5% interest fee for late payments.
8. Rates can be adjusted from time to time for inflation and customers should verify current rates. Please note that any increase in rates shall be no more than an average of 8% for each hourly rate, per year.



**The EADS Group, Inc.**  
**2025 BILLING RANGE OF RATES**

<b>CLASSIFICATION</b>	<b>RATE*</b>
<b>CLERICAL</b>	
Clerical	\$52 - \$67
Administrative Assistant	\$64 - \$78
<b>DRAFTING</b>	
CADD Operator/Draftsman	\$67 - \$100
GIS Technician	\$71 - \$100
<b>ENVIRONMENTAL</b>	
Environmental Specialist	\$70 - \$88
Senior Environmental Specialist	\$124 - \$140
Sewage Enforcement Officer (SEO)	\$94 - \$124
Geologist	\$112 - \$128
<b>INSPECTION</b>	
Resident Inspector	\$70 - \$88
Senior Resident Inspector	\$87 - \$104
<b>OPERATOR</b>	
Water/Wastewater Operator	\$99 - \$135
<b>PLANNING</b>	
Jr. Planner	\$82 - \$86
Planner	\$116 - \$140
<b>LEAK DETECTION</b>	
• One-Man Crew	\$159 **
• Two-Man Crew	\$220 **
<b>SURVEYING</b>	
UAV Crew (Drones)	***
Photogrammetrist	\$130
Survey Crew:	
• One-Man Crew	\$75 - \$120
• Two-Man Crew	\$115 - \$199
• Survey Assistant	\$60 - \$100
Chief of Surveys	\$124 - \$166
<b>ENGINEERING</b>	
Engineering Intern/E.I.T.	\$91 - \$111
Engineering Technician	\$99 - \$111
Senior Engineering Technician	\$120 - \$139
Engineer	\$129 - \$163
Senior Engineer	\$168 - \$210
<b>ARCHITECTURE</b>	
Architectural Designer	\$99 - \$118
Landscape Architect	\$120 - \$134
Senior Landscape Architect	\$168 - \$190
Architect	\$151 - \$172
Senior Architect	\$180 - \$199
<b>MANAGEMENT</b>	
Project Manager	\$157 - \$181
Department Manager	\$181 - \$207
Principal	\$214
<b>REIMBURSABLE EXPENSES</b>	
Mileage	\$.70****
Out-of-Pocket Expenses - Project expenses such as telephone, printing, posting, advertisements, legal notices, fees, permits, travel, business-related meals, lodging, etc. at cost.	

\* Billing rates will be based upon the actual individual being utilized on the contract.

\*\* Different rates may apply for emergency callouts.

\*\*\* Price proposal will be provided per project.

\*\*\*\* Or current PennDOT approved mileage rate.

