

**FRANKLIN TOWNSHIP, YORK COUNTY
BOARD OF SUPERVISORS
WORKSHOP MEETING MINUTES
2021 FEE SCHEDULE
November 12, 2020
6:00 P.M.**

Call to Order

Roll Call

Present:

Vice Chairman David Buckwash Supervisor Naomi Decker
Supervisor Brian Galbraith Supervisor David Christensen
Secretary Kerri Smith Treasurer/Asst. Secretary Pam Williams
Engineer Phil Brath

Absent: Chairman Mark Wenrich

Review and Amend Franklin Township York County Fee Schedule Resolution 2020-1.

The Board of Supervisors, Township Secretary, Township Treasurer/Assistant Secretary, and Township Engineer, Phil Brath met Thursday, November 12, 2020, to review the current Franklin Township 2020 Fee Schedule. There were no residents or guests in attendance at this meeting in person or via the Zoom call.

Vice Chairman Buckwash requested an overview of the permit application process from Secretary Kerri Smith and Treasurer/Asst. Secretary Pam Williams. Discussion ensued regarding the current process of accepting permit applications, payment/collection of the fees associated with the permits, and issuance of the permits. Further discussion included the current formatting of the fee schedule, fees listed on the fee schedule and the interpretation of those fees by the residents, BOS and office staff, issues that have arose due to the fee schedule not being clear in interpretation, again by the staff, Land and Sea Services, BOS, and the residents, and how it could be changed to make it better. The BOS also reviewed the fee schedules of neighboring boroughs/townships (Dillsburg Borough, Franklintown Borough and Carroll Township) to see the formatting of those fee schedules and the fees listed for the various services provided by the Borough/Township and their third-party professional provider services.

Several suggestions were made to include: 1) to have Franklin Township's fee schedule formatting similar to that of Carroll Township's fee schedule; 2) to have the fee schedule list the similar categories and their fees together in one section rather than sporadically throughout the fee schedule, i.e. residential, commercial, zoning, building, land and subdivision development, miscellaneous, etc. to make it easier to read and understand; and 3) to have separate handout sheets listing the types of permits needed and fees associated with those permits for handing out to the resident as a permit application is picked up from the Township office to help make the resident aware of the possible permits needed and the charges associated with those permits. The goal is to make the process easier to understand and to help clear up the interpretation of the permits required, and the fees associated with those permits.

The sections that were discussed were building (UCC and Non-UCC-residential and commercial), zoning (residential and commercial), road occupancy (residential and commercial), conditional use hearing, zoning hearing, subdivision and land development (residential and commercial) and some miscellaneous categories, i.e. parks and recreational, signs and recreation fees. Kerri will prepare a draft of the items discussed to go over at the next workshop meeting on December 2, 2020. Additional items to be discussed yet are stormwater, geothermal, sewage enforcement, and professional fees.

Any Other Business

There was no other business.

Executive Session

None was held.

Adjournment

Motion was made by Vice Chairman David Buckwash to adjourn the meeting at 9:31 p.m.

Second by Supervisor David Christensen

The motion carried.

Respectfully submitted,

Kerri J. Smith

Kerri J. Smith

Franklin Township Secretary