



# West Pikeland Township

## **Board of Supervisors Agenda January 5, 2026, at 7:30PM**

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. SWEARING IN OF HAROLD M. HALLMAN III AS TOWNSHIP SUPERVISOR**
- IV. SWEARING IN OF BRYAN MAHER AS TOWNSHIP SUPERVISOR**
- V. TEMPORARY NOMINATION OF CHAIRMAN, BOARD OF SUPERVISORS**
- VI. NOMINATION OF CHAIRMAN, BOARD OF SUPERVISOR**
- VII. NOMINATION OF VICE CHAIRMAN, BOARD OF SUPERVISORS**
- VIII. APPROVAL OF AGENDA**
- IX. CONSENT AGENDA**
  - a. Approval of Minutes, Board of Supervisors Meeting (Monday, December 15, 2025)
  - b. Approval of Resolution 2026-01 Appointments for 2026
  - c. Approval of Resolution 2026-02 Fee Schedule for 2026
  - d. Approval of Resolution 2026-03 Depository of Funds
  - e. Approval of Resolution 2026-04 Mileage Reimbursement
  - f. Approval of Resolution 2026-05 Fire Company Designation
  - g. Approval of Resolution 2026-06 Designated Ambulance Service
  - h. Approval of Resolution 2026-07 Compensation of Township Manager
  - i. Approval of Bills
- X. UNFINISHED BUSINESS**
  - a. Commonwealth Financing Authority Local Share Account (LSA) Results
- XI. NEW BUSINESS**
  - a. Contract approval for Police Chief
  - b. Appointment of Police Chief
- VII. PUBLIC COMMENT**

#### **VIII. ANNOUNCEMENTS**

The next Board of Supervisors meeting will be held at 7:30pm on:

- Tuesday, 20 January 2026
- Monday, 2 February 2026

#### **XIV. ADJOURN**



# West Pikeland Township

## RESOLUTION NO. 2026-01

### 2026 APPOINTMENTS OF BOARDS, COMMISSIONS, COMMITTEES, SCHEDULE OF MEETINGS, HOLIDAYS AND DELEGATES

A RESOLUTION OF THE BOARD OF SUPERVISORS OF WEST PIKELAND TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA APPOINTING STAFF MEMBERS, FIRMS, AND BOARD, COMMISSION, COUNCIL AND COMMITTEE MEMBERS FOR THEIR RESPECTIVE TERMS, SCHEDULE OF MEETINGS, HOLIDAYS, AND APPOINTMENT OF DELEGATES.

**WHEREAS** the Township is governed by the Second-Class Township Code of the Commonwealth of Pennsylvania, Act of May 1, 1933, P. L. 103, No 69, reenacted and amended November 9, 1995, P.L. 350, No 60, as amended (the "code"); and

**NOW, THEREFORE, BE IT RESOLVED and ADOPTED** by the Board of Supervisors of West Pikeland Township, Chester County, as follows:

#### Section 1. Appointments Administration/Miscellaneous

Joseph L. Romano III -Township Manager

Jennifer Wachsmuth -Township Secretary

Dorene Guistwhite-Township Treasurer

Jennifer Wachsmuth - Open Records Officer

Joseph L. Romano III - Alternate Open Records Officer

Sgt. Wayne O'Connell - Open Records Officer Police

Michael Cosentino - Zoning/Building Code Official

William Normoyle - Downingtown Area Recreation Consortium

Steve Costa - Representative to Phoenixville Regional Planning Commission

Lisa Lacroix - Representative to Phoenixville Regional Planning Commission

Bryan Maher - Representative to VPP Grant Clean Energy Task Force

Harold Hallman III-Representative to UCC Appeals Board

Harold Hallman III - Representative to Chester County Tax Collection Committee

Harold Hallman III - Emergency Management Coordinator

Michael Holmes - Fire Marshall

Planning Commission - 4 Year Term - 7 members (Source: Ordinance 2012-02)

Frank Best-Appointment 01/01/2024 - 01/03/2028

William Normoyle-Appointment 01/01/2022- 01/05/2030

Thomas Nowlan-Appointment to 01/01/2024- 01/03/2028

Alan Thomas -Appointment 01/01/2024 - 01/05/2028

Dr. Brian Kelly-Appointment 12/01/2023 - 01/05/2028

Lisa Lacroix-Appointment 01/01/2025 - 01/02/2029 (Open Space Liaison)

Vacant (1)

Zoning Hearing Board - 3 Year Term, Alternate 3 Year Term - 3 members (Source: 53 P.S. 10901-10917 Paragraph 903)

Jeffery Kem - Appointment 01/01/2025 - 01/02/2029

Rich Pomeroy-Appointment 01/01/2024- 01/04/2027

Michael Figliuolo -Appointment 01/01/2025 - 01/03/2028

Joshua Sukenick, Alternate-Appointment 01/01/2025 - 01/03/2028

Parks and Recreation - 5 Year Term - 7 members (Source: Ordinance 2005-03)

Jeff Loudin-Appointment 01/01/2025 - 01/02/2029

Sam Wachsmuth - Appointment 01/01/2025- 01/02/2029

Diana Urbanski-Appointment 01/01/2023 - 01/03/2028

Nancy Bartley-Appointment 01/01/2023 - 01/03/2028

Ryan Leithead-Appointment 01/01/2022- 01/04/2027

Janet Vrecenak-Appointment 01/01/2024- 01/02/2029

Vacant (1)

Historic Commission/Historical Architectural Review Board (HARB) - 4 Year Term -7 members (Source: Resolution 2024-12)

Mark Ashton - Appointment 01/01/2025 - 01/02/2029

John Grablewski- Appointment 01/01/2026 - 01/05/2030

Frank Best-Appointment 01/01/2023 - 01/04/2027

Tom Williams-Appointment 01/01/2024- 01/03/2028

Rhonda Marks- Appointment 01/01/2025 - 01/02/2029

Peter Moran-Appointment 01/01/2024- 01/03/2028

Brian Lacey - Appointment 01/01/2025 - 01/02/2029

Open Space Advisory Committee - 1 Year Term - 7 to 9 members (Source: Ordinance 2008-01)

Lisa Lacroix-Appointment 01/01/2025 - 01/05/2027

Teresa Wood-Appointment 01/01/2025 - 01/05/2027

Sean O'Neill-Appointment 01/01/2025- 01/05/2027

Donald Finn-Appointment 01/01/2025 - 01/05/2027

Kim Pavia-Appointment 01/01/2025 - 01/05/2027

Glen Wenger-Appointment 01/01/2025 - 01/05/2027

Art Vrecenak-Appointment 01/01/2025 - 01/05/2027

Richard Bright-Appointment 01/01/2025 - 01/05/2027

Ellen Gacomis - Appointment 01/01/2025 - 01/05/2027

West Pikeland Land Trust - 3 Year Term - 9 to 11 members, two thirds appointed by Board of Supervisors (Source: Articles of Incorporation 2/16/01 & Ordinance 2000-01)

Michael Minnich-Appointment 01/01/2023 - 01/05/2029

Thomas Kramer-Appointment 01/01/2023 - 01/05/2029

Charles White -Appointment 01/01/2023 - 01/05/2029

Kim Pavia - Appointment 01/01/2023 - 01/05/2029

Don Finn-Appointment 01/01/2024 - 01/04/2027

Wesley Williams -Appointment 01/01/2023 - 01/05/2029

Jonathan Martin-Appointed by WPLT 01/01/2025 - 01/03/2028

Brian Lacey - Appointed by WPLT 01/01/2024 - 01/04/2027  
Lisa Karl - Appointed by WPLT 2/28/2023 - 01/05/2029

Environmental Advisory Council - 3 Year Term - 5 to 7 members (Source: Ordinance 2019-02)  
Linda Reichert - Appointment - 1/01/2026 - 01/05/2029  
Nancy Matthews - Appointment - 1/01/2026 - 01/03/2029  
Janet Parry - Appointment - 1/01/2025 - 01/03/2028  
Glenn Wenger-Appointment-1/01/2026 - 01/05/2029  
Sarah Newman-Appointment- 5/16/2023 - 01/04/2027  
Mike Leader - Appointment - 9/05/2023 - 01/04/2027  
Vacant (1)

Elected Auditors - 6 Year Term  
Phil Grant - Term Expires 01/04/2028  
Ashton Simmons - Term Expires 01/08/2030  
Joe Behm - Term Expires 01/06/2032

Township Solicitors  
Firm of Lamb McErlane PC  
Firm of Siana Law  
Firm of Gawthrop Greenwood PC  
Firm of Unruh, Turner, Burke & Frees

Appointed Auditors -- Barbacane Thornton & Company LLP

Tax Collector Earned Income -- Keystone Collections Group

Tax Collector Real Estate Tax, Fire Hydrant Fee and Transfer Tax -- Chester County Treasurer

Appraiser for Open Space  
Bohem Appraisal Associates  
O'Donnell Appraisal Associates  
Beiler-Campbell  
James M. Capinski & Associates Indian Valley Appraisal Company

Township Engineers  
Firm of E.B. Walsh & Associates  
Firm of Carroll Engineering Corporation (Traffic)  
Land Planner/Conservation Specialist Brandywine Conservancy Thomas Comitta Associates

Vacancy Board -- John Fiorillo

Treasurer's Bond - \$6 Million

Chester Springs Library Liaison - Nancy Niggel

#### Appointment of Liaisons

EOC - Supervisor Hallman III

EAC - Supervisor Maher

West Pikeland Land Trust - Supervisor Vigilante

West Pikeland Open Space - Supervisor Vigilante

Parks & Recreation Board - Supervisor Maher

Planning Commission - Township Manager

Zoning Hearing Board - Township Manager

Historic Architectural Review Board (HARB)/Historic Commission-Township Manager

Police Liaison - Supervisor McLewee

Public Works Liaison - Supervisor Hallman III

Phoenixville Regional Planning Commission - Supervisor Costa

Section 2. 2025 Meeting Schedule of Boards, Committees, and Commissions of West Pikeland Township. All meetings will convene at the Township Meeting Room, 1645 Art School Road, Chester Springs.

- 1) The Board of Supervisors will meet Monday, January 5; Tuesday, January 20; Monday, February 2; Tuesday, February 17, Monday, March 2; Monday, March 16; Monday, April 6; Monday, April 20; Monday, May 4; Monday, May 18; Monday, June 1; Monday, June 15; Monday, July 6; Monday, July 20; Monday, August 3; Monday, August 17; Tuesday, September 8; Monday, September 21; Monday, October 5; Monday, October 19; Monday, November 16; Monday, December 7; and Monday, December 21, 2025. All meetings will convene at 7:30 p.m. at the township building located at 1645 Art School Road, Chester Springs PA. Cancellations will be posted at [www.westpikeland.com](http://www.westpikeland.com). The Board of Supervisors will also hold Work Sessions open to the public on an as needed basis immediately following advertised meetings.
- 2) The West Pikeland Township Planning Commission will meet on the second Monday of each month at 6:00 p.m.
- 3) The Zoning Hearing Board will meet as needed or determined by applications on the first Wednesday of each month at 7:00 p.m.
- 4) The Park and Recreation Board will meet the first Thursday of each month at 7:30 p.m.
- 5) The Historic Commission and Historic Architectural Review Board will meet the second Wednesday of each month as needed or determined by applications at 6:00 p.m.
- 6) The Open Space Advisory Committee will meet on the second Thursday of each month at 6:30 p.m.
- 7) The West Pikeland Land Trust will meet the fourth Monday of each month at 6:30 p.m.
- 8) The Environmental Advisory Council will meet the first Tuesday of each month at 7:30 p.m.
- 9) The Elected Auditors 2026 organizational meeting shall take place on Tuesday, January 6, 2026, at 6 p.m.

#### Section 3. Holiday Schedule (11 days)

- 1) January 1, 2026 - Thursday - New Year's Day
- 2) January 19, 2026 - Monday - Martin Luther King Jr. Day
- 3) February 16, 2026 - Monday - Washington's Birthday\*
- 4) May 25, 2026 - Monday - Memorial Day
- 5) June 19, 2026 - Friday - Juneteenth National Independence Day

- 6) July 3, 2026 - Friday - Independence Day\*\*
- 7) September 7, 2026 - Monday - Labor Day
- 8) October 12, 2026 - Monday - Columbus Day
- 9) November 11, 2026 - Wednesday - Veteran's Day
- 10) November 26, 2026 - Thursday - Thanksgiving
- 11) December 25, 2026 - Friday - Christmas

\*This holiday is designated as "Washington's Birthday" in section 6103(a) of title 5 of the United States Code, which is the law that specifies holidays for Federal employees. Though other institutions such as state and local governments and private businesses may use other names, it is our policy to always refer to holidays by the names designated in the law.

\*\*Similar to the Federal policy...if a holiday falls on a Saturday, for most Township employees, the preceding Friday will be treated as a holiday for pay and leave purposes. (See 5 U.S.C. 6103(b).) If a holiday falls on a Sunday, for most Township employees, the following Monday will be treated as a holiday for pay and leave purposes.

#### Section 4. Appointment of Voting Delegates to PSATS

PSATS Delegates: West Pikeland Township Board of Supervisors

CCATO Delegates: West Pikeland Township Board of Supervisors

**RESOLVED and ADOPTED** this 5th day of January 2026.

West Pikeland Township  
Board of Supervisors

By:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Vice Chair

\_\_\_\_\_  
Supervisor

Attest

\_\_\_\_\_  
JENNIFER WACHSMUTH  
Township Secretary

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisor



# West Pikeland Township

## RESOLUTION NO. 2026-02

### FEE SCHEDULE

**WHEREAS**, the Board of Supervisors of West Pikeland Township, Chester County, Pennsylvania is authorized to impose reasonable fees with respect to the administrative costs involved and pursuant to the grant of powers set forth in the Second-Class Township Code; and

**WHEREAS**, West Pikeland Township desires to amend this Resolution to enact the following new Fee Schedule for the year 2026.

**NOW, THEREFORE BE IT RESOLVED AND ADOPTED**, that 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; therefore, let it be known that the Schedule of Fees for the West Pikeland Township, Chester County, Pennsylvania, for the year 2026, has been set as follows:

### ADMINISTRATIVE SERVICES FEES

<b>Animal Control Calls</b>	\$50.00/Hour (minimum 1 hour billing)
<b>Animal Housing (Kennel)</b>	\$60.00/Day
<b>Building and Related Code Books</b>	Township cost, plus \$40.00 handling fee
<b>Comprehensive Plan and Addendum</b>	\$150.00
<b>Copies/Scanned Documents</b>	
B&W per copied side 8 ½ x 11	\$1.00
B&W per copied side 11 x 17	\$1.50
Color per copied side 8 ½ x 11	\$1.50
Color per copied side 11 x 17	\$2.00
<b>Engineer Fees</b>	\$165.00/Hour
<b>Single Field Use</b>	
Pine Creek Park	\$50.00/day Resident \$250.00/day Non-Resident
Walnut Creek Park	\$50.00/day Resident \$250.00/day Non-Resident
<b>Pine Creek Park Pavilion/Gazebo Rental per day</b>	\$50.00/Resident \$250.00/day Non-Resident
<b>Mileage</b>	Current IRS Rate
<b>Meeting room</b>	\$100.00 per day
<b>Phoenixville Regional Planning Committee</b>	Fees as Required by PRPC
Principal/Manager	\$125.00/Hour
AICP Planner Sub-consultant	\$110.00/Hour
Landscape Designer/Certified GIS Planner/Land Planner	\$85.00/Hour
Lighting Sub-Consultant	\$75.00/Hour
Project Administration	\$55.00/Hour
<b>Professional Fees</b>	Actual Cost
<b>Returned Check</b>	\$50.00



### **LIEN FEES**

*Filing of a lien (to include but not limited to, property maintenance costs, trash removal costs, and claims filed to recover for work, material, and services rendered or furnished in the construction, improvement, maintenance, and operation of a project)*

<b>Initial Lien</b>	
Attorney	\$175.00/Hour
Filing	\$45.00
Lien Satisfaction Filing	\$0.00
<b>Entering of Judgement</b>	
Attorney	\$175.00/Hour
Filing	\$25.00
<b>Sheriff Sale</b>	Actual Cost
<b>Writ of Scire Facias (for delinquent accounts)</b>	
Attorney	\$175.00/Hour
Filing	\$10.00

### **PAST DUE INVOICE**

All past due invoices are subject to interest rate charges as provided by law. Charges for services that involve a late fee as stated in this resolution are not subject to charges for interest.

### **PERMIT FEES- GENERAL**

<b>Bonfire Permit</b>	\$45.00
<b>Fireworks</b>	\$45.00
<b>Historical/HARB application</b>	\$250.00
<b>Seasonal Sales Permit</b>	\$125.00/Month
<b>Solicitation Permit</b>	\$180.00/Applicant
<b>Street Excavation*</b>	
Street Excavation	\$250.00
Driveway Opening	\$250.00/Each

\*Other applicable review fees may apply.

### **PERMIT FEES- GRADING AND STORM WATER MANAGEMENT**

<b>Earthmoving Permit/Storm water</b>	\$180.00 Non-refundable filing fee; and \$750.00 Escrow Plus, any additional engineering fees
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**Note: 15% Administrative fee for UCC permits, and a \$4.50 surcharge per permit is required to be assessed on each permit issued in accordance with Pennsylvania Act 157 of 2006.**

**PENNSYLVANIA UNIFORM CONSTRUCTION CODE**  
**PART I – Building/General Permit Fee Schedule**  
**RESIDENTIAL**  
(One- and Two-Family Dwellings)

**PERMIT FEES**

<b>New Construction</b> (8 inspections)	
Plan Review Per Submission	\$250.00
Single Family Dwelling up to 1,500 gross square feet	\$1,750.00
Per 100 gross square feet or fraction thereof above 1,500 square feet	\$25.00

- *Mechanical, Electrical, and Plumbing Permit Fees Included*
- *Gross square footage shall include basement, each floor level, garage, decks, and porches*
- *Measurements shall be from exterior face of wall to exterior face of wall*
- *Sprinkler and Fire Alarm permit fees are additional*

<b>Additions</b> (5 inspections)	
Plan Review Per Submission	\$200.00
Single Family Dwelling Addition Up to 500 gross square feet	\$800.00
Enclosed porches/sunrooms (unconditioned) Up to 500 gross square feet	\$400.00
Per 100 gross square feet or fraction thereof above 500 square feet	\$25.00

- *Mechanical, Electrical and Plumbing Permit Fees Included*
- *Gross square footage shall include basement, each floor level, garage, decks, and porches*
- *Gross square footage shall include the entire project area where an addition is accompanied by alterations to the existing structure*
- *Measurements shall be from exterior face of wall to exterior face of wall*
- *Enclosed porches and three season rooms shall be priced as an addition*
- *Sprinkler and Fire Alarm permit fees are additional*

<b>Alterations and Renovations</b> (2 Inspections)	
Permit/Documentation Review Per Submission	\$150.00
Up to 500 Gross Square Feet	\$400.00
per 100 Gross square feet or fraction thereof above 500 square feet	\$25.00

- *Mechanical, Electrical, and Plumbing Permit Fees Additional*
- *Sprinkler and Fire Alarm permit fees are additional*
- *Alterations that cannot be calculated by square footage will be calculated per miscellaneous construction fees.*

<b>Decks</b> (Includes 3 Inspections)	
Plan Review Per Submission	\$125.00
Up to 500 gross square feet	\$300.00
Per 100 gross square feet or fraction thereof above 500 square feet	\$25.00
Including a Roof Over a Deck	\$300.00

- *Mechanical, Electrical, and Plumbing Permit Fees Additional*
- *Screened in porches shall be priced as a deck.*
- *Enclosed porches and three season rooms must be priced as an addition.*

**Note: 15% Administrative fee for UCC permits, and a \$4.50 surcharge per permit is required to be assessed on each permit issued in accordance with Pennsylvania Act 157 of 2006.**

<b>Accessory Buildings and Detached Garages (4 Inspections)</b>	
Plan Review Per Submission	\$150.00
Up to 1,000 gross square feet	\$450.00
Per 100 gross square feet or fraction thereof above 1,000 square feet	\$25.00
Where an accessory structure also includes finished & Conditioned space	\$150.00 additional

- *Mechanical, Electrical, and Plumbing Permit Fees Additional*

<b>Solar Array (2 Inspections)</b>	
Plan Review Per Submission	\$150.00
2% of total cost of construction (materials and labor)	\$350.00 minimum

- *Electrical permit fees included*
- *Roof mount or ground mount arrays*

<b>Generators (2 inspections)</b>	
Plan Review Per Submission	\$150.00
Per Generator	\$350.00

- *Electrical and mechanical permit fees included*

<b>Demolition Permit</b>	
Permit /Documentation Review Per Submission	\$125.00
Garage/accessory structures (1 inspection)	\$125.00
Single/Double home (2 inspections)	\$275.00

<b>Manufactured and Modular Homes</b>	
Plan Review Per Submission	\$150.00
Manufactured home With Basement up to 1,500 gross square feet (7 inspections)	\$900.00
Manufactured home with Pier Foundation up to 1,500 gross square feet (5 inspections)	\$800.00
Modular home up to 1,500 gross square feet (7 inspections)	\$900.00
Per 100 gross square feet or fraction thereof above 1,500 square feet	\$25.00

- *Decks, Porches, Garages, or Other Attachments Additional*
- *Utility Connections included*

<b>Swimming Pools/Spas</b>	
Plan Review Per Submission	\$150.00
Spa or Hot Tub (1 inspection)	\$150.00
Above-ground Pool (2-4 inspections)	\$300.00
In-ground (3-6 Inspections)	\$550.00

- *Includes Electric Permit*

**Note: 15% Administrative fee for UCC permits, and a \$4.50 surcharge per permit is required to be assessed on each permit issued in accordance with Pennsylvania Act 157 of 2006.**

<b>Miscellaneous Building Construction Only</b> (Number of inspections to be determined)	
Plan Review Per Submission	\$150.00
2% of total cost of construction (materials & labor)	\$250.00 minimum

- *Mechanical, Electrical, and Plumbing Permit Fees Additional*
- *Sprinkler and Fire Alarm permit fees are additional*
- *Any building projects not covered elsewhere in Part I of this fee schedule shall be priced as miscellaneous building construction*

**PENNSYLVANIA UNIFORM CONSTRUCTION CODE**  
**PART II – Electrical Permit Fee Schedule**

**RESIDENTIAL**  
(One- and Two-Family Dwellings)  
**PERMIT FEES**

<b>Electrical Alterations Only</b> (2 Inspections each)	
Plan Review Per Submission	\$150.00
Up to 1,000 Gross Square Feet	\$250.00
<i>Per 100 gross square feet or fraction thereof above 1,000 square feet</i>	\$25.00

- *Projects with only electrical inspections shall be priced by the electrical alterations only schedule*
- *Alterations that cannot be calculated by square footage will be calculated per miscellaneous Electrical Only fees*

<b>Services and Feeders</b> (1 inspection each)	
Permit/Documentation Review Per Submission	\$50.00
Not over 100 amps	\$150.00
101 amps to 400 amps	\$250.00
Feeders and panel boards not over 400 amps	\$150.00

- *Over 400 amps require commercial fees*
- *This schedule covers service upgrades, repairs, and replacements*

<b>Miscellaneous Electrical Only</b> (2 inspections)	
Plan Review Per Submission	\$125.00
2% of total cost of construction (materials & labor)	\$200.00 minimum

- *Building, Mechanical, and Plumbing Permit Fees Additional*
- *Any electrical projects not covered elsewhere in Part II of this fee schedule shall be priced as miscellaneous electrical.*

**Note: 15% Administrative fee for UCC permits, and a \$4.50 surcharge per permit is required to be assessed on each permit issued in accordance with Pennsylvania Act 157 of 2006.**

**PENNSYLVANIA UNIFORM CONSTRUCTION CODE**

**PART III – Plumbing Permit Fee Schedule**

**RESIDENTIAL**

(One- and Two-Family Dwellings)

**PERMIT FEES**

<b>Plumbing Alterations Only</b>	
Plan Review Per Submission	\$75.00
Per Fixture (2 Inspections – Rough and Final)	\$75.00
\$150.00 Minimum	

- *Projects with only plumbing inspections shall be priced by the plumbing alterations only schedule*
- *Alterations that cannot be calculated per fixture will be calculated per miscellaneous plumbing only fees.*

<b>Utility Plumbing Inspections</b>	
Permit/Documentation Review Per Submission	\$100.00
Utility sewer connection (1 inspection)	\$175.00 minimum
Utility water connection (1 inspection)	\$175.00 minimum

<b>Miscellaneous Plumbing Only (2 inspections)</b>	
Plan Review Per Submission	\$125.00
2% of total cost of construction (materials & labor)	\$200.00 minimum

- *Building, Mechanical, and Electrical Permit Fees Additional*
- *Sprinkler and Fire Alarm permit fees are additional*
- *Any plumbing projects not covered elsewhere in Part III of this fee schedule shall be priced as miscellaneous plumbing only*

**PENNSYLVANIA UNIFORM CONSTRUCTION CODE**

**PART IV – Mechanical Permit Fee Schedule**

**RESIDENTIAL**

(One- and Two-Family Dwellings)

**PERMIT FEES**

<b>Mechanical Appliances Only</b>	
Plan Review Per Submission	\$125.00
Per first Individual new appliance (Two Inspections)	\$275.00
Per each additional Individual new appliance	\$75.00
Per Individual Replacement Appliance (1 Inspection)	\$175.00
Oil Tank replacement, Relocation, installation, removal & closure (1 Inspection)	\$175.00
Alterations (2 Inspection) (gas lines, duct work etc.)	\$300.00

- *Includes associated duct work/piping*
- *Large scale HVAC, refrigeration and process equipment will be based on commercial fees*

**Note: 15% Administrative fee for UCC permits, and a \$4.50 surcharge per permit is required to be assessed on each permit issued in accordance with Pennsylvania Act 157 of 2006.**

- *Alterations that cannot be calculated per the mechanical appliances only fee schedule will be calculated per miscellaneous Mechanical only fees*

<b>Miscellaneous Mechanical Only (2 inspections)</b>	
Plan Review Per Submission	\$125.00
2% of total cost of construction (materials & labor)	\$200.00 minimum

- *Building, Plumbing, and Electrical Permit Fees Additional*
- *Any mechanical projects not covered elsewhere in Part IV of this fee schedule shall be priced as miscellaneous mechanical only*

**PENNSYLVANIA UNIFORM CONSTRUCTION CODE**  
**PART V – Fire Suppression & Detection Systems Permit Fee Schedule**  
**RESIDENTIAL**  
(One- and Two-Family Dwellings)  
**PERMIT FEES**

<b>NFPA 13D or IRC P2904 Sprinkler System (2 Inspections)</b>	
Plan Review Fee per submission	\$125.00
1 to 75 Heads	\$275.00
Each additional head over 75	\$1.00

- *NFPA 13 sprinkler system, NFPA 13R sprinkler system, NFPA 72 fire alarm system, or any alternative fire suppression system will be priced per the commercial fee schedule.*
- *Utility water connection fee per plumbing fee schedule*
- *Additional inspections charge re-inspection fees*

<b>NFPA 13D or IRC P2904 Sprinkler system alterations Only (2 inspections)</b>	
Plan Review Per Submission	\$125.00
2% of total cost of construction (materials & labor)	\$175.00 minimum

- *Building, Plumbing, Mechanical and Electrical Permit Fees Additional*
- *Any NFPA 13D or IRC P2904 Sprinkler System projects not covered elsewhere in Part V of this fee schedule shall be priced as NFPA 13D or IRC P2904 Sprinkler system alterations Only*
- *Additional inspections charge re-inspection fees*

**PENNSYLVANIA UNIFORM CONSTRUCTION CODE**  
**NON-RESIDENTIAL PERMIT FEE SCHEDULE**  
(Commercial & Residential – other than One- and Two-Family Dwellings)

<b>New Construction &amp; Additions (Number of inspections to be determined)</b>	
Plan review 1% total cost of construction (materials and labor)	\$500.00 Minimum
Inspections 1.5% total cost of construction (materials and labor)	\$750.00 minimum

- *Mechanical, Electrical, and Plumbing Permit Fees Included*
- *Sprinkler and Fire Alarm permit fees are additional*
- *Additional plan review submissions will be reviewed at a rate of \$150.00/hr. (1 hr min)*
- *Phased construction that requires additional inspections may be charged \$150.00/hr. (1 hr min)*
- *Additional inspections shall be charged at a rate of \$100.00/hr. (1 hr min)*

**Note: 15% Administrative fee for UCC permits, and a \$4.50 surcharge per permit is required to be assessed on each permit issued in accordance with Pennsylvania Act 157 of 2006.**

<b>Renovations/Alterations/Change of Use</b> (Number of inspections to be determined)	
Plan review 1% total cost of construction (materials and labor)	\$250.00 minimum
Inspections 1.5% total cost of construction (materials and labor)	\$400.00 minimum

- *Mechanical, Electrical, and Plumbing Permit Fees Included*
- *Sprinkler and Fire Alarm permit fees are additional*
- *Additional plan review submissions will be reviewed at a rate of \$150.00/hr. (1 hr min)*
- *Phased construction that requires additional inspections may be charged \$100.00/hr. (1 hr min)*
- *Additional inspections shall be charged at a rate of \$100.00/hr. (1 hr min)*

<b>Demolition</b> (3 inspections maximum)	
Plan review fee per submission	\$100.00
Buildings up to 5,000 gross	\$300.00 minimum
Per 100 gross square feet or fraction thereof above 5,000 square feet	\$25.00

- *Additional inspections shall be charged at a rate of \$100.00/hr. (1 hr min)*

<b>Solar Array</b> (Number of inspections to be determined)	
Plan review 1% of total cost of construction (materials & labor)	\$150.00 minimum
2% of total cost of construction (materials & labor)	\$400.00 minimum

- *Additional plan review submissions will be reviewed at a rate of \$150.00/hr. (1 hr min)*
- *Phased construction that requires additional inspections may be charged \$100.00/hr. (1 hr min)*
- *Additional inspections shall be charged at a rate of \$100.00/hr. (1 hr min)*

<b>Pallet Racking or Conveyers</b> (Number of inspections to be determined)	
Plan review per 100 gross square feet or fraction thereof	\$15.00 \$225.00 minimum
Inspections per 100 gross square feet or fraction thereof of work area	\$10.00 \$400.00 minimum

- *Additional plan review submissions will be reviewed at a rate of \$150.00/hr. (1 hr min)*
- *Phased construction that requires additional inspections may be charged \$100.00/hr. (1 hr min)*
- *Additional inspections shall be charged at a rate of \$100.00/hr. (1 hr min)*

<b>Miscellaneous Construction Building Only</b> (Number of inspections to be determined)	
Plan review 1% of total cost of construction (materials and labor)	\$150.00 minimum
2% of total cost of construction (materials & labor)	\$250.00 minimum

- *Cell towers, retaining walls, roofs, signs, ramps, decks, swimming pools etc.*
- *Phased construction that requires additional inspections may be charged \$100.00/hr. (1 hr min)*
- *Additional plan review submissions will be reviewed at a rate of \$150.00/hr. (1 hr min)*
- *Any building projects not covered elsewhere in this fee schedule shall be priced as miscellaneous building construction*
- *Additional inspections shall be charged at a rate of \$100.00/hr. (1 hr min)*

<b>Electrical Services, Panelboards, Feeders</b>	
Plan review 1% of total cost of construction (materials and labor)	\$100.00 minimum
Not over 400 amps	\$250.00
Not over 800 amps	\$500.00

**Note: 15% Administrative fee for UCC permits, and a \$4.50 surcharge per permit is required to be assessed on each permit issued in accordance with Pennsylvania Act 157 of 2006.**



<b>Swimming Pools, Spas</b>	
Three-year State Certification	Quote Required

<b>Miscellaneous Electrical Only</b> (Number of inspections to be determined)	
Plan review 1% of total cost of construction (materials and labor)	\$150.00 minimum
2% of total cost of construction (materials & labor)	\$250.00 minimum

- *Cell towers, retaining walls, roofs, signs, ramps, decks, Swimming pools etc.*
- *Phased construction that requires additional inspections may be charged \$100.00/hr. (1 hr min)*
- *Additional plan review submissions will be reviewed at a rate of \$150.00/hr. (1 hr min)*
- *Any electrical projects not covered elsewhere in Part II of this fee schedule shall be priced as miscellaneous electrical only*

<b>Miscellaneous Plumbing Only</b> (Number of inspections to be determined)	
Plan review 1% of total cost of construction (materials and labor)	\$150.00 minimum
2% of total cost of construction (materials & labor)	\$250.00 minimum

- *Cell towers, retaining walls, roofs, signs, ramps, decks, Swimming pools etc.*
- *Additional plan review submissions will be reviewed at a rate of \$150.00/hr. (1 hr min)*
- *Phased construction that requires additional inspections may be charged \$100.00/hr. (1 hr min)*
- *Any plumbing projects not covered elsewhere in Part III of this fee schedule shall be priced as miscellaneous plumbing only*

<b>Miscellaneous Mechanical only</b> (Number of inspections to be determined)	
Plan review 1% of total cost of construction (materials and labor)	\$150.00 minimum
2% of total cost of construction (materials & labor)	\$250.00 minimum

- *Includes associated duct work/piping*
- *Additional plan review submissions will be reviewed at a rate of \$150.00/hr. (1 hr min)*
- *Phased construction that requires additional inspections may be charged \$100.00/hr. (1 hr min)*

## PENNSYLVANIA UNIFORM CONSTRUCTION CODE

### Fire Suppression & Detection Systems Permit Fee Schedule

#### NON-RESIDENTIAL

(Commercial & Residential – other than One- and Two- Family Dwellings)

#### PERMIT FEES

<b>Fire Sprinkler Systems</b> (Number of inspections to be determined)	
Plan review per 100 gross square feet or fraction thereof	\$2.00 \$250.00 Minimum
Inspection for 1 to 75 heads	\$350.00
Inspection for Each addition head over 75	\$1.00
Fire Line Inspection per linear foot	\$0.25 \$350.00 Minimum
Fire Pump Inspection	\$450.00
Fire Loop Inspection per linear foot	\$0.15 \$350.00 Minimum

- *Additional plan review submissions will be reviewed at a rate of \$150.00/hr. (1 hr min)*
- *Phased construction that requires additional inspections may be charged \$100.00/hr. (1 hr min)*

**Note: 15% Administrative fee for UCC permits, and a \$4.50 surcharge per permit is required to be assessed on each permit issued in accordance with Pennsylvania Act 157 of 2006.**



<b>Fire Detection / Alarm Systems</b> (Number of inspections to be determined)	
Plan review per 100 gross square feet or fraction thereof	\$2.00 \$250.00 Minimum
Inspections per 100 gross square feet or fraction thereof	\$10.00 \$250.00 Minimum

- *Additional plan review submissions will be reviewed at a rate of \$150.00/hr. (1 hr min)*
- *Phased construction that requires additional inspections may be charged \$100.00/hr. (1 hr min)*

<b>ANSUL or Alternate Fire Suppression System</b> (Number of inspections to be determined)	
Plan review 1% of total cost of construction (materials and labor)	\$150.00 Minimum
2% of total cost of construction (materials and labor)	\$300.00 Minimum

- *Additional plan review submissions will be reviewed at a rate of \$150.00/hr. (1 hr min)*
- *Phased construction that requires additional inspections may be charged \$100.00/hr. (1 hr min)*
- *Utility water connection fee per plumbing fee schedule*

<b>Sprinkler system alterations Only</b> (2 inspections)	
Plan review 1% of total cost of construction (materials and labor)	
2% of total cost of construction (materials & labor)	

- *Additional plan review submissions will be reviewed at a rate of \$150.00/hr. (1 hr min)*
- *Additional inspections charge re-inspection fees*
- *Building, Plumbing, Mechanical and Electrical Permit Fees Additional*
- *Any Sprinkler or Alarm System projects not covered elsewhere in Part V of this fee schedule shall be priced as Sprinkler system alterations only*

### **RIGHT TO KNOW FEES**

<b>Record type</b>	
Black and White Hard Copies	\$0.25/Each
Color Hard Copies	\$0.50/Each
Records Delivered Via Email	No Charge
Flash Drive	Actual Cost
Redaction	No Additional Cost
Photographing a Record	No Additional Cost
Postage	Actual Cost
Certification	\$5.00/Record

**Note: 15% Administrative fee for UCC permits, and a \$4.50 surcharge per permit is required to be assessed on each permit issued in accordance with Pennsylvania Act 157 of 2006.**

## **ZONING/PLANNING/UCC APPLICATION FEES**

Appeals to the UCC Appeals Board	\$2,000.00 Fee, additional fees will apply as assessed by the WCCR UCC Appeals Board
Fee-In-Lieu of Recreation and Open Space per Dwelling Unit (over the required 10 units)	\$1,500.00
Zoning Officer Appeals, Special Exception, Variance, Validity, and all other Hearings before the Zoning Hearing Board	<p style="text-align: right;"><b>Residential:</b> \$1,000 non-refundable filing fee; &amp; \$1,000 escrow; &amp; Any applicable consultant fees</p> <p style="text-align: right;"><b>Non-Residential:</b> \$1,500 non-refundable filing fee; &amp; \$1,500 escrow; &amp; Any applicable consultant fees</p> <p style="text-align: right;">\$500.00 Non-refundable fee for each additional hearing</p>
Conditional Use and all other Applications, Appeals, and Hearings before the Board of Supervisors.  <i>A fully executed Professional Services Agreement must be attached to each application</i>	<p><b>Residential:</b> \$1,000 non-refundable filing fee; &amp; \$1,000 escrow; &amp; Any applicable consultant fees</p> <p><b>Non-Residential:</b> \$1,500 non-refundable filing fee; &amp; \$1,500 escrow; &amp; Any applicable consultant fees \$500 Non-refundable fee for each additional hearing.</p>
Curative Amendment & Constitutional Challenge	<p>\$2,000 Non-refundable filing fee; and \$2,000 Escrow</p> <p>\$500 Non-refundable fee for each additional hearing.</p>
Owner Initiated Zoning Change Request	<p>\$1,500 Non-refundable filing fee; and \$1,500 Escrow</p> <p>\$500 Non-refundable fee for each additional hearing.</p>
If the applicant is applying for a Preliminary/Final application - must get a Board of Supervisor waiver.	Both Preliminary and final application fees will apply.
	<p>\$1,00.00 for Sketch plan, plus any applicable consultant review fees, \$2,000.00 escrow</p> <p>\$2,500.00 for Preliminary plan, plus \$100.00</p>

**Note: 15% Administrative fee for UCC permits, and a \$4.50 surcharge per permit is required to be assessed on each permit issued in accordance with Pennsylvania Act 157 of 2006.**

Subdivision/Land Development Application Residential	per lot, and any applicable consultant review fees, \$2,000 escrow  \$1,500.00 for Final plan, plus \$50.00 per lot, and any applicable consultant review fees, \$2,000 escrow
Subdivision/Land Development Application Non-Residential  If granted preliminary/final status, applicant must pay both application fees.	\$1,000.00 for Sketch plan, plus any applicable consultant review fees, \$2,000.00 escrow  \$2,500.00 for Preliminary plan, plus \$100.00 per quarter acre, and any applicable consultant review fees, \$2,000 escrow  \$1,500.00 for Final plan, plus \$50.00 per quarter acre, and any applicable consultant review fees, \$2,000 escrow
Zoning Compliance Letters/Permits	\$200.00

**DISCLAIMER**

The failure to list, in this Resolution, a fee that is properly listed elsewhere shall not obviate the responsibility to pay that fee.

**RESOLVED and ADOPTED** this 5th day of January 2026.

West Pikeland Township  
Board of Supervisors

By:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Vice Chair

\_\_\_\_\_  
Supervisor

Attest

\_\_\_\_\_  
JENNIFER WACHSMUTH  
Township Secretary

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisor

***Note: 15% Administrative fee for UCC permits, and a \$4.50 surcharge per permit is required to be assessed on each permit issued in accordance with Pennsylvania Act 157 of 2006.***



# West Pikeland Township

## RESOLUTION NO. 2026-03

### DEPOSITORY OF TOWNSHIP FUNDS

**WHEREAS**, Section 708 of the Second Class Township Code requires Townships to establish a depository or depositories for township funds meeting the requirements of Section 708 of the Second Class Township Code,

**WHEREAS**, the Township has or may have funds deposited in the several depositories,

**NOW, THEREFORE BE IT AND IT IS HEREBY RESOLVED AND ADOPTED** by the Board of Supervisors of West Pikeland Township, Chester County, that the following depositories are designated and established by the Township. Others may be added depending on current rates and needs

- Mid Penn Bank
- Pennsylvania Local Government Investment Trust (PLGIT) Fulton Bank

**RESOLVED and ADOPTED** this 5th day of January 2026.

West Pikeland Township  
Board of Supervisors

By:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Vice Chair

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisor

Attest

\_\_\_\_\_  
JENNIFER WACHSMUTH  
Township Secretary



# West Pikeland Township

## RESOLUTION NO. 2026-04

### MILEAGE REIMBURSEMENT

**WHEREAS**, Section 607 of the Second Class Township Code permits Townships to establish a mileage reimbursement fee for employees when using personal vehicles while on Township business.

**WHEREAS**, the Internal Revenue Service has established 72.5 cents per mile to be such employee/official reimbursement fee for 2026.

**NOW, THEREFORE BE IT AND IT IS HEREBY RESOLVED AND ADOPTED** by the Board of Supervisors of West Pikeland Township, Chester County, hereby establishes a rate of 70 cents per mile or the then current IRS Rate for reimbursements to its employees/officials for use of their personal vehicle while on Township Business.

**RESOLVED and ADOPTED** this 5th day of January 2026.

West Pikeland Township  
Board of Supervisors

By:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Vice Chair

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisor

Attest

\_\_\_\_\_  
JENNIFER WACHSMUTH  
Township Secretary



# West Pikeland Township

## RESOLUTION NO. 2026-05

### FIRE COMPANY DESIGNATION

**A RESOLUTION RECOGNIZING THE KIMBERTON AND LIONVILLE VOLUNTEER FIRE COMPANIES AND RELIEF ASSOCIATIONS AS THE OFFICIALLY RECOGNIZED FIRE COMPANIES TO PROVIDE PRIMARY FIRE PROTECTION AND RELATED SERVICES TO WEST PIKELAND TOWNSHIP; AUTHORIZING ACTIVITIES OF THE FIRE COMPANIES, OFFICERS AND MEMBERS OF THE FIRE COMPANIES FOR THE PURPOSE OF DEFINING PUBLIC FIREFIGHTING DUTIES AND ACTIVITIES AND OF PROVIDING ADDITIONAL PROTECTION TO FIREFIGHTERS UNDER WORKERS' COMPENSATION LAW.**

SECTION 1. FIRE COMPANIES RECOGNIZED. The Kimberton and Lionville Volunteer Fire Companies and their relief associations operating in the Township of West Pikeland, a Township of the Second Class, Chester County, Pennsylvania, are hereby designated as the officially recognized primary fire companies for the Township.

SECTION 2. AUTHORIZED ACTIVITIES OF THE FIRE COMPANIES. The fire companies recognized by the Township are hereby authorized to provide such services to the Township as may-be necessary for the protection of property and persons situate therein, which include, by way of example and not of limitation, the extinguishments and prevention of loss of life and property from fire, automobile accidents, medical emergencies, hazardous materials incidents, and other dangerous situations.

The fire companies may also provide non-emergency and public service functions, such as, again by way of example and not of limitation, removing water from property after storms, and assisting in the removal, abatement and prevention of damage or injury to persons or property whether through natural causes or man-made situations.

The fire companies may also conduct and participate in such training activities and drills, either within or outside the Township, as may be deemed necessary by the officers of the fire companies to maintain proficiency in providing the services.

SECTION 3. AUTHORIZED ACTIVITIES OF MEMBERS OF THE FIRE COMPANIES. In addition to participating in the activities of the fire companies as authorized above, or in going to and returning from any activity, the members of the fire companies recognized by the Township are also authorized to do the following:

- a. Engage in any drill, training, ceremony, practice, test, or parade when duly called for or authorized by an officer or officers of the fire companies.
- b. Engage in fund-raising activities for the fire companies, when authorized by an officer or officers of the fire companies.
- c. Engage in the performance of any other duty or activity authorized by any officer

of the recognized fire companies.

SECTION 4. FIRE DISTRICTS The Township shall have two fire districts as defined as follows:

a. Kimberton Fire Company shall be assigned all addresses from the northeastern Township line through and up to and including Yellow Springs Road and all non-thru roads off Yellow Springs Road and Art School Road and all roads off Art School Road within West Pikeland Township, and with the addition of Meredith Lane and Miller Road.

b. Lionville Fire Company shall serve all other areas of the Township.

SECTION 5. PURPOSE The purpose of this Resolution is to recognize the Kimberton and Lionville Volunteer Fire Companies as the official fire companies of the Township and to state the authorized activities of firefighters for workmen's compensation purposes.

**RESOLVED and ADOPTED** this 5th day of January 2026.

West Pikeland Township  
Board of Supervisors

By:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Vice Chair

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisor

Attest

\_\_\_\_\_  
JENNIFER WACHSMUTH  
Township Secretary



# West Pikeland Township

## RESOLUTION NO. 2026-06

### DESIGNATED AMBULANCE SERVICE

**A RESOLUTION RECOGNIZING THE UWCHLAN AMBULANCE COMPANY AS THE PRIMARY OFFICIALLY RECOGNIZED AMBULANCE COMPANY TO PROVIDE AMBULANCE SERVICES TO WEST PIKELAND TOWNSHIP.**

The Uwchlan Ambulance Company operating in the Township of West Pikeland, a Township of the Second-Class, Chester County, Pennsylvania, is hereby designated the officially recognized primary BLS and ALS ambulance Company for the Township.

Uwchlan Ambulance Corps shall serve all areas of the Township.

Further, in the event that the Uwchlan Ambulance Company is not available for response, the Chester County Department of Emergency Services shall assign the closest available BLS and ALS ambulance company for response.

**FURTHER, BE IT RESOLVED THAT** the Chester County Department of Emergency Services shall assign the closest air ambulance service(s) as primary provider(s) within the Township as appropriate. In addition, the Department shall designate secondary air ambulance up to the fifth due in order of closest.

**RESOLVED and ADOPTED** this 5<sup>th</sup> day of January 2026.

West Pikeland Township  
Board of Supervisors

By:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Vice Chair

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisor

Attest

\_\_\_\_\_  
JENNIFER WACHSMUTH  
Township Secretary





# West Pikeland Township

## RESOLUTION NO. 2026-07 COMPENSATION OF TOWNSHIP MANAGER

**WHEREAS**, the Board of Supervisors of West Pikeland Township have appointed Joseph L. Romano III as Township Manager effective January 1, 2026, it being understood that he is an employee at will,

**WHEREAS**, the Second-Class Township Code provides that the compensation of the Township Manager be set by resolution.

**NOW, THEREFORE BE IT AND IT IS HEREBY RESOLVED AND ADOPTED** by the Board of Supervisors of West Pikeland Township, Chester County, that the compensation of Joseph L. Romano III as Township Manager be \$95,000 per year.

**RESOLVED** and **ADOPTED** this 5<sup>th</sup> day of January 2026.

West Pikeland Township  
Board of Supervisors

By:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Vice Chair

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisor

Attest

\_\_\_\_\_  
JENNIFER WACHSMUTH  
Township Secretary