

EAST COVENTRY TOWNSHIP

BOARD OF SUPERVISORS

CHESTER COUNTY, COMMONWEALTH OF PENNSYLVANIA

RESOLUTION NO. 2026-04

**A RESOLUTION PROVIDING AN UPDATE TO THE FEES
NECESSARY FOR THE TOWNSHIP TO COVER ITS
COSTS TO PROCESS TOWNSHIP PERMITS AND
APPLICATIONS FOR THE BENEFIT OF PRIVATE
PROPERTY OWNERS.**

WHEREAS, from time to time, it is necessary for East Coventry Township (the “Township”) to review and revise its fee schedule to reflect the increased cost of conducting business; and

WHEREAS, the Board of Supervisors of East Coventry Township (the “Board of Supervisors”) does hereby rescind Resolution Number 2025-16 pertaining to a schedule of fees and costs, including, but not limited to, subdivision and land development and stormwater management administrative fees; and

WHEREAS, the Second Class Township Code, P.L. 350, No. 60, as amended, pursuant to Section 1506, provides for the adoption of regulations for the proper management of Township finances; and

WHEREAS, the Code of the Township of East Coventry, as enacted and amended, pursuant to Chapter 1 Administration and Government, Section 1-1201, provides for the Board of Supervisors to assess fees incurred in the collection of delinquent accounts and charges; and

WHEREAS, the Code of the Township of East Coventry, as enacted and amended, pursuant to Chapter 5 Code Enforcement, Sections 5-111, 5-206, and 5-208 provides for the Board of Supervisors to establish fees for plan examination, permit application, and inspection with

respect to building, plumbing, property maintenance, mechanical, electrical, and floodplain codes; and to establish fees for appeals to the Township Uniform Construction Code Board of Appeals; and

WHEREAS, the Code of the Township of East Coventry, as enacted and amended, pursuant to Chapter 9 Grading and Excavating, Sections 9-161 and 9-162, provides for the Board of Supervisors to establish fees and financial security with respect to stormwater management site plan review, operation and maintenance agreements, operation and maintenance plans and agreements, as-built plans, inspections, and enforcement including the administration of a drainage permit; and

WHEREAS, the Code of the Township of East Coventry, as enacted and amended, pursuant to Chapter 13 Licenses, Permits, and General Business Regulations, Section 13-104, provides for the Board of Supervisors to establish a fee with respect to persons conducting transient retail business activity; and

WHEREAS, the Code of the Township of East Coventry, as enacted and amended, pursuant to Chapter 14 Mobile Homes and Mobile Home Parks, Sections 14-105 and 14-108, provides for the Board of Supervisors to establish a fee with respect to permits, inspections, investigations, and plans with respect to mobile home parks; and

WHEREAS, the Code of the Township of East Coventry, as enacted and amended, pursuant to Chapter 15 Motor Vehicles, Section 15-506, provides for the Board of Supervisors to establish fees with respect to a vehicle owner reclaiming his/her vehicle; and

WHEREAS, the Code of the Township of East Coventry, as enacted and amended, pursuant to Chapter 18 Sewers and Sewage Disposal, Sections 18-209, 18-306, and 18-310 provides for the Board of Supervisors to establish fees with respect to management of individual

and community on-lot sewage systems, sanitary sewer/building sewer permit applications, and sewer rental fees; and

WHEREAS, the Code of the Township of East Coventry, as enacted and amended, pursuant to Chapter 21 Streets and Sidewalks, Sections 21-105 and 21-202, provides for the Board of Supervisors to establish fees with respect to constructing new driveways and substantial improvements to existing driveways and fees in accordance with the Pennsylvania Department of Transportation for Highway Occupancy Permits and Restoration Charges with respect to the administration of a permit for improvements within or over a Township right-of-way; and

WHEREAS, the Pennsylvania Municipalities Planning Code, Act of 1968, P.L. 805, No. 247, as reenacted and amended, pursuant to Section 503.(1), provides for the charge of review fees including the necessary and reasonable charges by the Township Consultants for review and report with respect to the administration of Chapter 22 Subdivision and Land Development of the Code of the Township of East Coventry; and

WHEREAS, the Pennsylvania Municipalities Planning Code, Act of 1968, P.L. 805, No. 247, as reenacted and amended, pursuant to Section 503-A, provides for the charge of impact fees for any of the offsite public transportation capital improvements with respect to the administration of Chapter 22A Transportation Impact Fees of the Code of the Township of East Coventry; and

WHEREAS, the Pennsylvania Municipalities Planning Code, Act of 1968, P.L. 805, No. 247, as reenacted and amended, pursuant to Section 617.3(e), provides for the Board of Supervisors to prescribe reasonable fees with respect to the administration of Chapter 27 Zoning of the Code of the Township of East Coventry; and

WHEREAS, the Pennsylvania Municipalities Planning Code, Act of 1968, P.L. 805, No. 247, as reenacted and amended, pursuant to Section 908.(1.1), provides for the Board of

Supervisors to prescribe reasonable fees with respect to hearings before the Zoning Hearing Board; and

WHEREAS, the Pennsylvania Municipalities Planning Code, Act of 1968, P.L. 805, No. 247, as reenacted and amended, pursuant to Section 909.1.(b), vests jurisdiction in the Board of Supervisors for all applications for conditional use, curative amendments, amendments to land use ordinances, special encroachment permits, appeals from Zoning Officer or Township Engineer determinations in the administration of the provisions of any land use ordinance referable to sedimentation and erosion control and stormwater management under Chapter 22 Subdivision and Land Development of the Code of the Township of East Coventry, and the Board of Supervisors are authorized to establish reasonable fees for such applications.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors, that the following Schedule of Financial Securities and Fees to be paid by each applicant or appellant filing an application(s) or appeal(s) to the Township Treasurer upon submission, as follows:

Second Class Township Code, Section 1506

1. Black and White Photocopy 8 ½” x 11” (per printed side of page): \$0.25
2. Color Photocopy 8 ½” x 11” (per printed side of page): \$0.50
3. All Other Photocopies: Charged at cost.
4. Postage: Charged at cost.
5. False Alarm - One Free Per Year
 - a. Police Department Responds Each Additional Time: \$125.00
 - b. Fire Department Responds Each Additional Time: \$150.00
 - c. Police and Fire Departments Respond Each Additional Time: \$175.00
6. Copy of Accident Report or Police Incident Report: \$15.00

7. Park Pavilion Rental
 - a. Ellis Woods and Towpath Parks
 - i. Township Resident (per day): \$100.00
 - ii. Non-Township Resident (per day): \$150.00
8. Township Meeting Room Rental (per day): \$50.00
9. Returned Check Fee: \$35.00
10. Township Consultants Fees: Invoiced per fee schedule rates in Appendix A.
11. Performing Work Without a Township Permit Fee: 1½ times the cost of permit fee(s).
12. Miscellaneous Agreement Drafting and Review Escrow: \$3,000.00.

Actual cost is invoiced in accordance with the Township Consultants' rates in Appendix A. In the event the escrows are exhausted, the property owner shall replenish the escrow account in the amount requested by the Township within five (5) business days of the date of notice sent to the address furnished by the property owner/party/entity requesting or otherwise desirous of the agreement.

13. Flood Plain Determination Review Escrow for Review by the Township Engineer if Deemed Necessary by the Zoning Officer: \$ 1,000.00

Chapter 1 Administration and Government, Section 1-1201 Collection of Delinquent Accounts and Charges

14. Township Solicitor Fees: Invoiced per Wisler Pearlstine, LLC rates in Appendix A.

Chapter 5 Code Enforcement, Sections 5-111, 5-206, and 5-208 Building, Plumbing, Property Maintenance, Mechanical, and Electrical Review, Permit, and Inspections Fees and Uniform Construction Code Board of Appeals

15. Building Code Official Fees
 - a. Fees regarding the Pennsylvania Uniform Construction Code and Chapter 5 of the Code of the Township of East Coventry are calculated and invoiced by Barry Isett & Associates Inc. at rates in Appendix A, plus ten percent (10%) of the permit cost for Township administrative and overhead costs. All inspection fees are to be paid to the Township prior to the issuance of the Use and Occupancy Certificate.
 - b. Uniform Construction Code Training Fee for Building Permits: \$4.50

16. Uniform Construction Code Board of Appeals

- a. Residential Appeal from Building Code Official: \$1,000.00
- b. Residential Request for a Variance: \$1,000.00
- c. Non-residential Appeal from Building Code Official: \$1,000.00
- d. Non-residential Request for a Variance: \$1,000.00
- e. Extension of Time: \$750.00

Chapter 9 Grading and Excavating, Sections 9-161 and 9-162 Stormwater Management Plan Review and Inspection

17. Drainage Permit: \$100.00

18. Stormwater Management Plan Review and Inspection Escrow: \$3,000.00

Actual cost is invoiced in accordance with the Township Consultants' rates in Appendix A. In the event the escrows are exhausted, the property owner shall replenish the escrow account in the amount requested by the Township within five (5) business days of the date of notice sent to the address furnished by the property owner on the application, or a stop work order shall be issued. Inspection fees will terminate after certification by the Township Consultant having jurisdiction that all work is completed and acceptable. Any unused funds will be returned.

19. Stormwater Management Agreement Drafting and Review Escrow: \$3,000.00

Actual cost is invoiced in accordance with the Township Consultants' rates in Appendix A. In the event the escrows are exhausted, the property owner shall replenish the escrow account in the amount requested by the Township within five (5) business days of the date of notice sent to the address furnished by the property owner, party, or entity requesting or otherwise desirous of the agreement.

Chapter 13 Licenses, Permits, and General Business Regulations, Section 13-104 Transient Retail Business Activity

20. Transient Retail Business Permit: \$100.00

Chapter 14 Mobile Homes and Mobile Home Parks, Sections 14-105 and 14-108 Mobile Home Park Application and Renewal Fees

21. Mobile Home Park License Application Fee: \$100.00

22. Mobile Home Park Annual License Renewal Fee: \$100.00

**Chapter 15 Removal and Impoundment of Illegally Parked Vehicles, Section 15-506
Impounded Vehicle Reclamation Fees**

23. Towing, Storage, and Associated Costs: Charged at cost.

**Chapter 18 Sewers and Sewage Disposal, Sections 18-209, 18-306, and 18-310 On-lot Sewage
Systems, Sanitary/Building Sewer Permit, and Sewer Rental Fees**

24. Sanitary Sewer Permit: \$500.00

Payable at the time the Sanitary Sewer Permit Application is submitted. Actual cost is invoiced in accordance with the Township Consultants' rates in Appendix A for work associated with review, approval, and inspections. The \$500.00 will be credited toward costs incurred for services performed under the East Coventry Township Contract for Professional Services.

25. Sanitary Sewer Permit Escrow: \$1,500.00

Actual cost is invoiced in accordance with the Township Consultants' rates in Appendix A. In the event the escrows are exhausted, the property owner shall replenish the escrow account in the amount requested by the Township within five (5) business days of the date of notice sent to the address furnished by the property owner/party/entity requesting or otherwise desirous of the agreement.

26. Sewage Facilities Planning Module Review Fee

a. On-lot Sewage Disposal System: \$1,500.00

b. Public Sanitary Sewage System: \$500.00

27. Sewage Facilities Agreement Drafting and Review Escrow: \$3,000.00

Actual cost is invoiced in accordance with the Township Consultants' rates in Appendix A. In the event the escrows are exhausted, the property owner shall replenish the escrow account in the amount requested by the Township within five (5) business days of the date of notice sent to the address furnished by the property owner/party/entity requesting or otherwise desirous of the agreement.

28. Building Sewer Repair Permit Application Fee: \$100.00

29. Public Sanitary Sewage System Tapping Fee (per equivalent dwelling unit): \$6,797.00

30. Quarterly Sanitary Sewer Rental: \$205.00

31. Sewer Payment Certification Fee (per parcel): \$15.00

32. Holding Tank Permit Application Fee: \$100.00

33. Holding Tank Permit Escrow: \$1,500.00

Actual cost is invoiced in accordance with the Township Consultants' rates in Appendix A. In the event the escrows are exhausted, the property owner shall replenish the escrow account in the amount requested by the Township within five (5) business days of the date of notice sent to the address furnished by the property owner, party, or entity requesting or otherwise desirous of the agreement.

Chapter 21 Streets and Sidewalks, Section 21-202 Road Occupancy Permits

34. Driveway Permit and Inspection

- a. Existing Driveway Permit Application: \$175.00
- b. New Driveway Permit Application: \$225.00
- c. Existing Driveway Inspection: \$175.00
- d. New Driveway Inspection: \$225.00

35. Road Occupancy Permit: In accordance with the Pennsylvania Department of Transportation Schedule of Fees for Highway Occupancy Permits and Restoration Charges.

Chapter 22 Subdivision and Land Development

36. Land Development Fees (land development not involving subdivision). The below fees are applicable to Sketch, Preliminary, and Final Plan submissions.

<u>Acres Affected</u>	<u>Application Fee</u>	<u>Escrow*</u>
0 to 4.99	\$500.00	\$5,000.00
5.0 to 9.99	\$500.00	\$5,000.00
10 to 19.99	\$500.00	\$8,000.00
20 to 49.99	\$500.00	\$10,000.00
50 +	\$750.00	\$12,000.00

Escrow deposit for cost of inspection of improvements, construction materials, site testing, or maintenance prior to acceptance of improvements by the Township pursuant to Section 703 of Chapter 22 of the Township's Code of Ordinances, as amended, shall be ten percent of the estimated project cost.

37. Subdivision Fees.

a. Minor Subdivision

<u>Number of Lots</u>	<u>Application Fee</u>	<u>Escrow*</u>
1+	\$300.00	\$3,500.00

b. Major Subdivision

i. Sketch Plan

<u>Number of Lots</u>	<u>Application Fee</u>	<u>Escrow*</u>
1 to 2	\$500.00	\$2,500.00
3 to 5	\$500.00	\$3,000.00
6 to 10	\$500.00	\$6,000.00
11 to 50	\$500.00	\$10,000.00
51 to 100	\$750.00	\$15,000.00
101 +	\$750.00	\$20,000.00

ii. Preliminary Plan

<u>Number of Lots</u>	<u>Application Fee</u>	<u>Escrow*</u>
1 to 2	\$500.00	\$5,000.00
3 to 5	\$500.00	\$6,000.00
6 to 10	\$500.00	\$12,000.00 + \$100.00/lot
11 to 50	\$750.00	\$15,000.00 + \$150.00/lot
51 to 100	\$750.00	\$15,000.00 + \$200.00/lot
101 +	\$750.00	\$20,000.00 + \$250.00/lot

iii. Final Plan

<u>Number of Lots</u>	<u>Application Fee</u>	<u>Escrow*</u>
1 to 2	\$500.00	\$3,000.00
3 to 5	\$500.00	\$5,000.00
6 to 10	\$500.00	\$6,000.00 + \$100.00/lot
11 to 50	\$750.00	\$6,000.00 + \$100.00/lot
51 to 100	\$750.00	\$7,000.00 + \$100.00/lot
101 +	\$750.00	\$10,000.00 + \$100.00/lot

Escrow deposit for cost of inspection of improvements, construction materials, site testing, or maintenance costs prior to acceptance of improvements by the Township pursuant to Section 703 of Chapter 22 of the Township's Code of Ordinances, as amended, shall equal ten percent (10%) of the estimated project cost.

(*) Fees of Professional Consultants. The Township shall be reimbursed for the charges of its professional consultants used in connection with any land use matter. Such charges shall be billed to the appropriate person in accordance with the Township Consultants' rates in Appendix A for work that is not reimbursable, plus five percent (5%) for administrative costs, including but not limited to the following:

- A. The services of the Township Engineer, as provided in Chapter 22 of the Township Code of Ordinances, plus all costs for other engineering and professional certifications as deemed necessary.
- B. The services of the Township Solicitor for legal services incidental to the review and approval of plans for each subdivision and land development, or section thereof, and specifically including but not limited to the review of all plans, correspondence and permits, the preparation of subdivision and land development escrow agreements, easements, covenants and deeds; the attendance at any meetings with the Board of Supervisors, the Planning Commission, the Township Engineer, the Township Manager or other staff, the Developer or Developer's representatives in connection with the development; and any telephone conferences in connection with any of the above.
- C. The actual costs of all drainage, water, and/or material tests.
- D. Legal fees, advertising, and other costs involved in the dedication of streets and public improvements to the Township.
- E. The administrative costs of processing subdivision and land development escrow account release requests as follows: ten percent (10%) of the total amount of every escrow release request of less than \$500.00 and in the amount of \$100.00 for every escrow release request in excess of \$500.00. Such charge shall be due and payable at the time the escrow release is submitted to the Township.

These are the initial amounts to be deposited with the Township for purposes of reimbursing itself or paying review fees in accordance with Chapter 22, Section 703 Fees and Costs of the Code of Ordinances of East Coventry Township. The respective initial deposit shall be made, together with the applicable application filing fee, at the time the subdivision and/or land development application is filed. Additional deposits shall be required by the Township if the balance of the escrow account falls below twenty-five percent (25%) of the amount of the initial deposit.

Chapter 22A Traffic Impact Fees

- 38. Transportation Service Area North: \$3,557.00 per new weekday afternoon trip
- 39. Transportation Service Area South: \$826.00 per new weekday afternoon trip

Chapter 27 Zoning

40. Zoning Permit: \$150.00

41. Zoning Verification Letter: \$100.00

42. Zoning Hearing Board

a. Substantive Challenge to the Validity of the Zoning or Other Land Use Ordinance

i. Residential, Agricultural, Noncommercial or Nonindustrial: \$3,000.00

ii. Commercial or Industrial: \$5,000.00

b. Challenge to the Validity of the Zoning Ordinance or Other Land Use Ordinance Raising Procedural Questions or Alleged Defects in the Process of Enactment or Adoption: \$5,000.00

c. Appeal from Zoning Officer Determination

i. Residential, Agricultural, Noncommercial or Nonindustrial: \$1,000.00

ii. Commercial or Industrial: \$2,500.00

d. Application for Special Exception

i. Residential, Agricultural, Noncommercial or Nonindustrial: \$1,000.00

ii. Commercial or Industrial: \$2,500.00

e. Application for Variance

i. Residential, Agricultural, Noncommercial or Nonindustrial: \$1,000.00

ii. Commercial or Industrial: \$2,500.00

43. Board of Supervisors

a. Application for a Curative Amendment to the Zoning Ordinance

i. Residential, Agricultural, Noncommercial or Nonindustrial: \$3,000.00

ii. Commercial or Industrial: \$5,000.00

- b. Petition to Amend the Zoning Ordinance or Zoning Map
 - i. Residential, Agricultural, Noncommercial or Nonindustrial: \$2,500.00
 - ii. Commercial or Industrial: \$5,000.00
 - c. Conditional Use
 - i. Residential, Agricultural, Noncommercial or Nonindustrial: \$3,000.00
 - ii. Commercial or Industrial: \$3,000.00
44. The filing fees for the Zoning Hearing Board and Board of Supervisors shall be paid to the Township at the time the appeal, application or petition is filed.
45. The filing for the Zoning Hearing Board for appeals and applications to the Zoning Hearing Board shall be an initial deposit to cover the cost of the following with respect to hearings before the Zoning Hearing Board upon the appeal or application:
- a. Compensation for the members of the Zoning Hearing Board;
 - b. Notice and advertising costs;
 - c. Necessary administrative overhead connected with the hearing; and
 - d. Fifty percent (50%) of the appearance fee for the stenographer (court reporter).
46. Unless and to the extent otherwise provided by law, the fees for the Board of Supervisors for the filing of applications and petitions to the Board of Supervisors shall be an initial deposit to cover the following costs and fees:
- a. Any and all costs and fees incurred by the Township in connection with the processing, hearing, review, and determination of the application or petition, including, without limitation, hearing notice and advertising costs, necessary administrative overhead, and the entire appearance fee of the stenographer (court reporter) at the hearing upon the application or petition; and
 - b. The cost of the original transcript of the hearing proceedings before the Board of Supervisors upon the application or petition; and
 - c. The cost of one copy of the transcript of the hearing proceedings before the Board of Supervisors upon the application or petition for use by the Board of Supervisors.

47. In the event that the filing fees for the Zoning Hearing Board and Board of Supervisors do not cover the respective costs and fees set forth above, the appellant, applicant or petitioner shall be responsible for payment of the excess costs and fees, and shall pay the amount of the excess to the Township within thirty (30) days from the date of the Township's invoice for the excess. In the event that the filing fees for the Zoning Hearing Board and Board of Supervisors exceed the respective costs and fees set forth above, the Township shall refund the amount of the excess to the appellant, applicant or petitioner.

48. Transcripts of hearing proceedings:

- a. The cost of the original transcript of the hearing proceedings upon an appeal or application before the Zoning Hearing Board under Paragraph 4 shall be paid by the Zoning Hearing Board, if the Board orders the transcript. However, in the case of an appeal from the decision of the Zoning Hearing Board, the person appealing the decision shall pay the cost of the original transcript. In all other cases, the person requesting the original transcript shall bear the cost thereof. The cost of any copy of the transcript shall be paid by the person requesting the copy.
- b. If the appellant or applicant before the Zoning Hearing Board is the person responsible for payment of the cost of the original or any copy of the transcript under subparagraph a. and is entitled to a refund of filing fees under Paragraph 45, the cost of the original or copy of the transcript shall be deducted from the amount of the refund and the balance, if any, of the refund shall be remitted to the appellant or applicant.
- c. The cost of the original and one copy of the transcript of the hearing proceedings upon an application or petition before the Board of Supervisors under Paragraph 41 shall be paid by the applicant or petitioner pursuant to Paragraph 44 or Paragraph 45. The cost of any other copy of the transcript shall be paid by the person requesting the other copy. If the applicant or petitioner is the person requesting the other copy of the transcript and is entitled to a refund of filing fees under Paragraph 45, the cost of the other copy shall be deducted from the amount of the refund, and the balance, if any, of the refund shall be remitted to the applicant or petitioner.

ADOPTED at the public meeting of the Board of Supervisors of East Coventry Township

held on this 5th day of January, 2026.

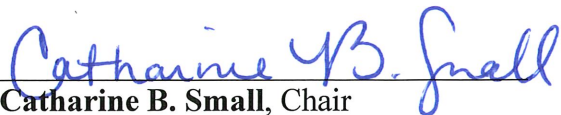
**BOARD OF SUPERVISORS OF
EAST COVENTRY TOWNSHIP**

Attest:



Eugene C. Briggs, Secretary

By:



Catharine B. Small, Chair

**APPENDIX A
EAST COVENTRY TOWNSHIP
CONSULTANT RATES**

Wisler Pearlstine, LLP

Offices in Blue Bell • Newtown • Malvern

Blue Bell Executive Campus
460 Norristown Road, Suite 110
Blue Bell, Pennsylvania 19422-2323
610.825.8400 • Fax 610.828.4887
www.wislerpearlstine.com

Mark A. Hosterman, Esquire
mhosterman@wispearl.com

August 28, 2025

VIA EMAIL

East Coventry Township
Eugene Briggs, Township Manager
855 Ellis Woods Road
Pottstown PA 19465

RE: Updated Request for Reappointment Township Solicitor 2026

Dear Mr. Briggs,

Please include this engagement letter for consideration by the Board of Supervisors at the annual reorganization meeting. We have not increased our rates for East Coventry Township in three years. For 2026, we will have an increase in our hourly rates per the rate schedule included with this letter. The terms of this engagement letter remain substantially similar to our last engagement letter.

This letter will briefly describe the ways in which our firm handles the attorney/client relationship, as well as our firm's billing policies, procedures, and rates. Obviously, I would be happy to hear from you at any time if you have a question about any aspect of our professional relationship.

Our statements will be rendered monthly. We have found that one advantage of regular billing is that it enables our clients to monitor on a current basis the cost effectiveness of the services we are rendering. If at any time you wish to discuss the scope of our representation, or the level of our activity, or any other aspect of our work or billing for our work, please don't hesitate to contact me. We request our statements to be paid upon presentation, but not later than 30 days after being timely received by the Township.

Our statements will include itemized charges for any expenses and services such as filing fees, messenger and delivery services, overnight mail, and computerized legal research if we use Lexis, Nexis, Westlaw, or another widely recognized legal research outlet that bills us for our use. Obviously, these expenses are incurred on your behalf only on an as-needed basis.

We do not charge for routine office expenses such as copying, routine postage, staff overtime or the like unless, in our opinion, the extent of such expenses becomes extraordinary. We do not charge for travel time to and from regularly scheduled monthly Board of Supervisors meetings. However, travel time will be charged for other in-person meetings during normal business hours and night

ATTORNEYS AT LAW

Newtown Office:
Post Office Box 1186 • 301 North Sycamore Street • Newtown, Pennsylvania 18940 • 215.579.5995 • Fax 215.579.7909
4919-1032-5859, v. 1

Eugene Briggs
August 28, 2025
Page 2

meetings other than the regular Board of Supervisors meetings. When feasible, such travel time will be billed to a file that is reimbursable to the Township.

We regularly communicate with clients and with third parties on behalf of our clients using cellular telephone and unencrypted emails. These means of communication are susceptible to varying risks of interception or mis-delivery to unintended recipients. Your acceptance of this engagement letter below will signify your consent to these means of communication and assumption of associated risks.

We have an ethical obligation to reserve the right to withdraw in the event of a conflict of interest with an established client, your lack of cooperation, or other reason which would frustrate or preclude our continuing to represent the Township. At this time, we are not aware of any such conflict or other reason preventing us from representing you and will not knowingly create such a situation.

Our firm also takes pride in providing what is called narrative billing. This means that we explain in detail the nature of any services that we render. Although this type of billing requires more attention from us, we have found that our clients genuinely appreciate the detail.

During our representation of you in these matters, we will attempt to provide you with a copy of all significant documents and correspondence. In addition, you are entitled, upon written request, to those papers in our possession related to the legal services performed by us for you, excluding our internal accounting records and other documents not reasonably necessary to your representation (subject to our right to make copies of any files withdrawn by you). Once a particular matter is concluded, we will close your file. Your physical files may be sent to storage off-site, and thereafter there may be an administrative cost for retrieving them from storage. Thus, we recommend that you request copies of any additional documents you would like to obtain from our file at the conclusion of your matter. Under our document retention policy, we normally destroy files six (6) years after the matter is closed, unless other arrangements have been made, in writing, by the client. If such arrangements have not been made, you authorize us to destroy the contents of your file after the normal six (6) year period from the conclusion of a matter.

ATTORNEYS AT LAW

Newtown Office:

Post Office Box 1186 • 301 North Sycamore Street • Newtown, Pennsylvania 18940 • 215.579.5995 • Fax 215.579.7909

Eugene Briggs
August 28, 2025
Page 3

At all times, I will have the primary responsibility for your files here at our office. If you ever have any questions about our work, I hope you will not hesitate to call me. Unless I am traveling out of the office, you will find that your calls are promptly returned.

The terms of this engagement letter will also apply to services rendered for such future matters that the firm and the Township mutually agree will be handled by the firm including any future appointments to the position of Township Solicitor in a subsequent year. However, subsequent appointments may be subject to hourly rate increases which would be revealed prior to such an appointment.

If any of the details of our proposed attorney-client relationship as set forth above do not meet with your approval, please let me know as soon as conveniently possible. If the terms set forth are acceptable, we request that you execute a copy of this letter and return it to our office indicating your understanding and agreement to the terms of our engagement. We thank you once again for the opportunity to continue being of service to the Township.

Sincerely,



MARK A. HOSTERMAN, ESQUIRE

ACCEPTED BY:

(print name of Chairperson)

Date: _____

ATTORNEYS AT LAW

Newtown Office:

Post Office Box 1186 • 301 North Sycamore Street • Newtown, Pennsylvania 18940 • 215.579.5995 • Fax 215.579.7909

East Coventry Township
Wisler Pearlstine, LLP
2026 Schedule of Rates

	2025	2026
Description	Rate	Rate
Partners/Senior Associates	175.00	180.00
Associates	160.00	165.00
Labor Counsel	215.00	220.00
Law Clerk	110.00	115.00
Paralegal	110.00	115.00
Partners - Litigation*	220.00	225.00
Associates - Litigation*	195.00	200.00

*The above litigation rates include matters in the Court of Common Pleas and PA Appellate Courts for zoning and land use appeals and enforcement and collection matters including municipal claims in accordance with the Municipal Claims and Tax Lien Law of 1923, as amended. Rates for other matters shall be based on the complexity of the subject matter of the litigation and the individual attorneys assigned to represent the Township.



September 4, 2025

Mr. Eugene C. Briggs, Jr.
Township Manager
East Coventry Township
855 Ellis Woods Road
Pottstown, PA 19465

Subject: 2026 Reappointment Request and Rate Schedule

Dear Mr. Briggs:

Carroll Engineering Corporation (CEC) respectfully requests to be reappointed as Township Engineer and Driveway Inspector for calendar year 2026. Attached you will find a copy of CEC's 2026 rate table, which has been reformatted and recategorized from prior years. Our 2026 rate schedule reflects an approximate comprehensive increase of 2.67% from 2025 rates based on staff who historically provide the bulk of services to the Township. Please note that our rate increases in 2024 and 2025 were only 3.27% and 1.5%, respectively. During that period, the cost of living in our area has increased 2.7%, health insurance costs for our employees have increased 27%, and our general and professional liability insurances have increased 9.6% and 5%, respectively. Please also note that the proposed 2026 rate for the undersigned remains unchanged from 2025.

I would like to take this opportunity to thank you for your confidence in CEC. We truly appreciate the opportunity to be your business partner and look forward to serving and continuing our relationship with you for years to come. As always, if you have any questions, or should you require any additional information, please do not hesitate to contact me via email at bflaharty@carrollengineering.com or mobile phone at 484-995-7137.

Very truly yours,

CARROLL ENGINEERING CORPORATION

A handwritten signature in black ink, appearing to read 'Brady L. Flaharty', is written over a horizontal line.

Brady L. Flaharty, P.E.
Municipal Practice Leader

Attachments
BLF:cam

Today's Commitment to Tomorrow's Challenges

Corporate Office:
949 Easton Road
Warrington, PA 18976
215.343.5700

630 Freedom Business Center
Third Floor
King of Prussia, PA 19406
610.572.7093

433 Lancaster Avenue
Suite 200
Malvern, PA 19355
610.489.5100

105 Raider Boulevard
Suite 206
Hillsborough, NJ 08844
908.874.7500

www.carrollengineering.com



**EAST COVENTRY TOWNSHIP
RATE SCHEDULE FOR 2026**

ENGINEERING AND PROJECT
MANAGEMENT SERVICES

Department Manager	\$ 170.00
Professional V	170.00
Professional IV	163.00
Professional III	151.00
Professional II	143.00
Professional I	133.00
Project Manager III	151.00
Project Manager II	143.00
Project Manager I	133.00
Technician IV	130.00
Technician III	120.00
Technician II	91.00
Technician I	73.00
Engineer II	129.00
Engineer I	119.00
Project Administrator	83.00
Clerical	49.00
Clerk	48.00

SURVEY AND GIS SERVICES

<u>Field Personnel</u>	
Party Chief	\$ 126.00
Survey Field Technician	91.00
Robotic Crew	148.00
GIS Manager	\$ 156.00
Senior GIS Analyst	119.00
GIS Analyst	107.00

TRAFFIC AND TRANSPORTATION SERVICES

Traffic Manager	\$ 190.00
Senior Traffic Engineer	185.00
Traffic Engineer	155.00

CONSTRUCTION CONTRACT ADMINISTRATION
AND OBSERVATION SERVICES

Principal	\$ 178.00	Chief Field Representative	\$ 130.00
		Field Representative III	118.00
		Field Representative II	96.00
		Field Representative I	91.00
		Contract Administrator	124.00

Mileage in accordance with IRS Regulations

Reimbursable expenses shall be in accordance with CEC's 2026 Reimbursable Expense Rate Schedule (a copy of which is attached).

All services performed in accordance with CEC's Standard Consulting Contracting Terms and Conditions for Municipal and Municipal Authority (a copy of which is attached).

Today's Commitment to Tomorrow's Challenges

Corporate Office: 949 Easton Road Warrington, PA 18976 215.343.5700	630 Freedom Business Center Third Floor King of Prussia, PA 19406 610.572.7093	433 Lancaster Avenue Suite 200 Malvern, PA 19355 610.489.5100	101 Larry Holmes Drive Suite 201 Easton, PA 18042 610.989.4940	105 Raider Boulevard Suite 206 Hillsborough, NJ 08844 908.874.7500
--	---	--	---	---

**CARROLL ENGINEERING CORPORATION
2026 REIMBURSABLE EXPENSE RATES**

The following represent reimbursable expenses to all contracts for professional services. All such expenses shall represent an additional charge and shall not be included in the basic fee, unless otherwise noted in the contract.

In-House Bulk Photocopying (includes labor, binding materials, etc.)

Black \$.30 each

Color Image \$1.25 each

Postage - Federal Express, Certified, Insured, Overweight - 1.1 times actual cost

Vehicles - Mileage Maximum Federal Reimbursement Rate

Tolls 1.1 times actual cost

Parking 1.1 times actual cost

Plan Reproduction (excluding labor)

Black \$0.50 per square foot

Mylar \$5.00 per square foot

Color \$2.50 per square foot

Minimum charge \$25.00 (up to 2 prints)

Mounting Board (excluding labor) - \$7.50 per square foot

Subconsultants - 1.1 times actual cost (including engineering, laboratory, outside printing/photocopying, and other reimbursable charges)

Others - All other expenses directly assignable to a contract as an additional service shall be invoiced at 1.1 times actual cost. Equipment to be used in the performance of services will be itemized in the agreement as a reimbursable expense

CARROLL ENGINEERING CORPORATION
2026 STANDARD CONSULTING CONTRACTING TERMS AND CONDITIONS
FOR MUNICIPAL AND MUNICIPAL AUTHORITY SERVICES

These terms and conditions set forth herein are for the performance of engineering services associated with the appointment of Carroll Engineering Corporation as a municipal/municipal authority engineering consultant. Supplemental letter agreements associated with special projects may amend these terms and conditions, and such amendment shall take precedence over these General Provisions to the extent there is any inconsistency or contradictory statement. It is agreed that Carroll Engineering Corporation and Client may use their standard business forms (such as purchase orders, acknowledgement, etc.) to administer the activities under this contract. However, Carroll Engineering Corporation expressly rejects the terms and conditions which may be contained in those business forms. The parties agree that the use of such forms shall be solely for the convenience of the party, whether or not such document is signed. None of the provisions, terms, and conditions contained on such forms shall be applicable. The Client is invited to request changes to these terms and conditions, and assumes the risk of failing to read or understand each individual item.

1. **General:** Carroll Engineering Corporation (hereinafter referred to as CEC) shall perform professional services in connection with their appointment as municipal/municipal authority engineer. CEC will strive to perform services under the Agreement in a manner consistent with generally accepted principals of engineering practice, and consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality, under similar conditions, and at the same time. No other representation, expressed or implied, and no warranty or guarantee is included or intended.
2. **Reliance on Information Provided by Others:** Client agrees to indemnify and hold CEC harmless from and against any and all damages, liabilities, and costs, including costs of defenses, arising out of the use of documents and information produced by Client, excepting only those damages, liabilities, and costs for which CEC is found to be liable by a court or forum of competent jurisdiction.
3. **Subconsultants:** CEC has the right to employ or retain such independent consultants, associates and subcontractors as it may deem appropriate to assist it in the performance of the services required. The fee for all consultants contracted directly by CEC shall be within a project budget approved by Client.
4. **Third Party Beneficiaries:** No benefits or rights are given to anyone other than Client and CEC, and all duties and responsibilities undertaken pursuant to this Letter Agreement will be for the sole and exclusive benefit of Client and CEC and not for the benefit of any other party.
5. **Client Responsibility:** Client shall make all provisions for the Engineer to enter upon public or private property, shall provide required legal services and shall pay all fees incidental to obtaining permits associated with services. It is understood CEC is acting as a consultant for Client to provide advice and consultation on a variety of projects. Client shall designate a person to act with authority on their behalf in respect to all aspects of the appointment, shall examine and respond promptly to CEC's submissions, and give prompt written notice to CEC whenever they observe or otherwise becomes aware of any defect in the work product.
6. **Legal Matters:** CEC will not express legal opinions or become an advocate in the law before public agencies. In the event CEC attends public meetings or otherwise represents Client, said representation is for the strict purpose of providing technical expertise in the practice of engineering. In the event a record must be made or an agreement of the Client is necessary, CEC will not represent Client in such legal matters.
7. **Duties of Public Official:** CEC will not accept responsibility and will be held harmless by the Client for any item which by law is clearly assigned to a public official and which requires approval by said official, regardless of any recommendation or review completed by CEC in order for said official to perform the assigned duties.
8. **Engineering Fees:** Fees for engineering services shall be established by mutual agreement of the parties from time to time. Services will be performed on an hourly basis, unless a specific scope of work can be predetermined for a project at which point a separate letter agreement with project fee and expenses will represent a supplement to these terms and conditions.
9. **Reimbursable Expenses:** Direct expenses shall be considered an additional charge, unless otherwise stated in the contract. Such expenses shall be in accordance with the current CEC Reimbursable Expenses Tabulation (see attached).
10. **Payment:** Payments shall be made to CEC on the basis of invoices for services rendered. Payment shall be due within thirty (30) days of the date of the invoice presented. If Client fails to make full payment due CEC within thirty (30) days, CEC reserves the right to retain all plans, documents and related project material, and to suspend or terminate services until full payment for services and any accumulated charges is made. It shall be understood that the Client is responsible for payment of all assignments made or implied by the Client. If the Client fails to obtain payment from a third party, Client assumes all responsibility for payment to CEC. It shall be understood that if Client fails to make any payment within 90 days, CEC will submit an invoice noting such and may suspend all services with no other notice to Client until outstanding balances are paid. In the event an action to enforce overdue payment under the agreement is filed, Client agrees to indemnify and hold harmless CEC from and against any and all reasonable fees, expenses and costs incurred by CEC, including, but not limited to, arbitration and attorney's fees, court costs, and other claims-related expenses.

CARROLL ENGINEERING CORPORATION
2026 STANDARD CONSULTING CONTRACTING TERMS AND CONDITIONS
FOR MUNICIPAL AND MUNICIPAL AUTHORITY SERVICES

11. **Termination:** The appointment of CEC as engineering consultant is subject to termination by Client or CEC with seven days prior written notice. In the event of any termination, CEC shall be paid for all services rendered to the date of the termination, all reimbursable expenses and reimbursable termination expenses, if all services have been satisfactorily performed.
12. **Limitation of Liability:** CEC shall perform the services with the care and skill ordinarily used by members of CEC's profession practicing under similar conditions at the same time and in the same locality. There are no other warranties, express or implied or in any reports, opinions, drawings, specifications or other documents furnished by CEC. CEC shall not be liable for the results of services performed with professional care and skill.
13. **Indemnification:** To the fullest extent permitted by law, CEC shall indemnify Client, its officers, directors, partners, employees, and representatives, from and against losses, damages, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are found to be caused by a negligent act, error, or omission of CEC or CEC's officers, directors, members, partners, agents, employees or subconsultants in the performance of services under this Agreement.

To the fullest extent permitted by law, Client shall indemnify CEC, its officers, directors, partners, employees, and representatives, from and against losses, damages, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are found to be caused by a negligent act, error, or omission of Client or Client's officers, directors, members, partners, agents, employees or subconsultants in the performance of services under this Agreement.

14. **Force Majeure:** Neither party shall hold the other responsible for damages or for delays in performance caused by force majeure, acts of God, unusual weather conditions, unanticipated site conditions, changes in applicable law, or other acts or circumstances beyond the control of the other party or that could not have been reasonably foreseen and prevented. Should such acts or circumstances occur, both parties shall use their best efforts to overcome any difficulties arising from such events and to resume the project as soon as reasonably possible.
15. **Use of Documents:** Documents are not intended or represented to be suitable for use without appropriate signatures and professional seal and are not intended for reuse or extension of the project or on any other project. Upon payment for all services and execution of an Agreement of Release, Client may obtain reproducible or computer format copies of documents. The Engineer will invoice for reproduction cost plus direct expenses associated with preparation of these documents. It shall be understood no professional certifications, seals, or signatures will be provided with reproducible plans, computer files, and similar documents. Client hereby agrees that copies of documents will not be made by anyone, other than CEC, without the written approval of CEC if the documents contain a signature, seal, or certification. If a limited license is granted and digital files are released, CEC does not guarantee the files will be compatible with licenses, systems, software application packages, or computer hardware.
16. **Record Documents:** Client may contract with CEC for preparation of record, as-constructed, or corrected documents conforming to constructed conditions. If CEC's professional services do not include full-time construction observation and recording of the contractor's work, the engineer will compile said documents conforming to the construction records of the contractor as provided to CEC. The documents will show the reported location of the work. The information submitted to CEC will be assumed to be reliable and CEC will not be responsible for the accuracy of this information, nor for any errors or omissions that may appear in the record documents as a result.
17. **Certifications:** CEC does not maintain professional liability insurance covering liability associated with many certifications requested by Clients. In the event a certification is requested, the Client must totally indemnify CEC against any and all costs, damages, and other expenses that could arise from the issuance of such certifications. As an alternative, CEC will determine an additional fee associated with the risk of certification. The fee will be due and payable prior to issuance of the certification.
18. **Dispute Resolution:** All claims, counterclaims, disputes and other matters in question between the parties hereto arising out of or relating to engineering services will be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association. This provision to arbitrate will be specifically enforceable under the prevailing arbitration law of any court having jurisdiction. All demands for arbitration and all answering statements thereto which include any monetary claim must contain a statement of the total sum or value in controversy. The arbitrators will not have jurisdiction, power or authority to consider, or make findings (except in denial of their own jurisdiction) concerning any claim, counterclaim, dispute or other matter in question where the amount in controversy of any such claim, counterclaim, dispute or matter is more than \$200,000 (exclusive of interest and costs). The award rendered by the arbitrators will be final. Judgment may be entered upon it in any court having jurisdiction thereof, and will not be subject to modification or appeal except to the extent permitted by Section 10 and 11 of the Federal Arbitration Act (9 U.S.C.10,11).

CARROLL ENGINEERING CORPORATION
2026 STANDARD CONSULTING CONTRACTING TERMS AND CONDITIONS
FOR MUNICIPAL AND MUNICIPAL AUTHORITY SERVICES

19. Hazardous Substances: Client represents and warrants to CEC that it has and will comply with all obligations imposed by applicable law upon the generation, storage or disposal of hazardous substances and/or waste and that it will promptly notify CEC of any notices concerning such matters. Client agrees to hold harmless, indemnify and defend CEC from and against any and all damages and liabilities and expenses arising out of or in any way connected with the presence, discharge, exposure, release, or escape of hazardous substances, or wastes of any kind, excepting only such liability as may arise out of the sole negligence of CEC in the performance of services. It is understood and agreed by both parties that CEC, in performing professional services for Client with respect to hazardous substances, will make recommendations to Client with respect thereto, but does not have the authority, nor shall be required to become an “arranger”, “operator”, “generator”, or “transporter” of hazardous substances as defined on the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA).
20. Cost Estimate: Since CEC has no control over the cost of labor, materials, or equipment, CEC opinions of probable project construction costs are made on the basis of experience and qualifications and represent a best judgment as a design professional familiar with the construction industry. CEC cannot and does not guarantee that proposals, bids, or the construction costs will not vary from opinions of probable costs prepared by CEC.
21. Performance of Others: During the course of this engagement, CEC may be required to report on the past or current performance of others engaged, or being considered, for engagement, directly or indirectly, by the Client; and to render opinions and advise in that regard. Those about whom reports and opinions are rendered may, as a consequence, initiate claims for libel or slander against CEC. To help create an atmosphere in which CEC feels free to be candid, the Client agrees to waive any claim against CEC, and to defend, indemnify, and hold CEC harmless from any claim or liability for injury or loss allegedly arising from professional opinions rendered by CEC to the Client or the Client's agents. The Client further agrees to compensate CEC for any time spent, or expenses incurred, by CEC in defense of any such claim, in accordance with CEC's prevailing fee schedule and expense reimbursement policy.
22. Dangerous Situations: CEC accepts no right or obligation of the Client or Contractor as a direct or indirect result of the performance of professional services for responsibility of construction means, methods, techniques, or sequences. CEC accepts no responsibility for developing, implementing, monitoring, or supervising safety precautions and programs. Such items are solely the responsibility of the contractor and his subcontractors. CEC does not accept the responsibility or assume the authority to stop work, said responsibility residing with the Client and contractor.
23. Review of Contractor's Performance: It is understood and agreed that CEC's basic services under this agreement do not include full-time construction observation or review of the Contractor's performance. Client acknowledges the importance of such services and, should Client have such services performed by a party other than CEC, then Client shall assume responsibility for interpretation of the contract documents and for construction observation and shall waive any claims against CEC that may be in any way connected thereto. In addition, if CEC does not perform construction observation, Client shall, to the fullest extent permitted by law, indemnify and hold CEC harmless from any loss, claim, or cost, including reasonable attorneys' fees and costs of defense, arising or resulting from the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments, or changes made to the Contract Documents to reflect changed field or other conditions, or for a contractor's performance, or the failure of a contractor's work to conform to the design intent and the contract documents, except for claims arising from the sole negligence or willful misconduct of CEC. If this agreement provides for construction phase services by CEC, it is understood that the contractor, not CEC, is responsible for the construction of the project, and that CEC is not responsible for the acts or omissions of any contractor, subcontractor, or material supplier; for safety precautions, programs or enforcement, or for construction means, methods, techniques, sequences and procedures employed by the Contractor.
24. Laws, Rules, Codes, Ordinances and Regulations: CEC will use professional efforts and judgments to interpret applicable ADA requirements and other federal, state, and local laws, rules, codes, ordinances, and regulations as they apply to the project, but CEC cannot and does not warrant or guarantee that the project will comply with all interpretations of the ADA requirements and/or requirements of other federal, state, and local laws, rules, codes, ordinances, and regulations as they may apply to the project.



Natural Lands

1031 Palmers Mill Road
Media, PA 19063

610-353-5587

info@natlands.org
natlands.org

board of trustees

Susan P. Mucciarone
chairperson

Jane G. Pepper
vice chairperson

Beth Albright
Barbara B. Aronson
Lloyd H. Brown
Rayenne A. Chen
Jason Duckworth
Regina A. Hairston
Gail Harrity
Peter O. Hausmann
Jeffrey Idler
Paulina L. Jerez
Ann T. Loftus, Esq.
Victoria B. Mars
Stephan K. Pahides
Robert K. Stetson
Andrew I. VandenBrul
William Y. Webb

chairperson emeritus

Peter O. Hausmann

emeritus trustees

Henry E. Crouter
John A. Terrill, II
William G. Warden, IV
Theodore V. Wood, Jr.

Oliver Bass
president

September 26, 2025

Eugene Briggs, Manager
East Coventry Township
855 Ellis Woods Road
Pottstown, PA 19465

Dear Mr. Briggs,

Thank you for the opportunity to express our interest in continuing our relationship with East Coventry as the Township Planning Consultant, and in other roles, providing landscape architecture, land protection and other expertise and services. Over the past twelve years, Natural Lands staff have enjoyed working with the Planning Commission, designing new landscapes at Ellis Woods Park and the East Coventry Nature Preserve and conserving more land, protecting East Coventry's fields, forests and streams.

I have enclosed 2026 billing rates for Natural Lands staff with the hope that the Board will reappoint me as Township Planner and include additional staff in the list of consultants the Township may use for planning and land protection services. The attached list includes rates for all staff in the Conservation Services department, listed by title. Listed below are Natural Lands staff we may expect to work with East Coventry in the upcoming year.

After freezing our rates for East Coventry last year, which kept our 2024 rates intact throughout 2025, we have raised our rates for 2026 by approximately 4%. This represents a typical 4% increase for each year since our last rate increase, to adjust for increased costs of living, overhead and other standard costs of doing business, but still provides East Coventry with an approximately 4% discount compared to our other clients.

It should be noted that the majority of our planning costs can be passed to subdivision and land development applicants. Additionally, as the planning team has grown, more of Rick's time in East Coventry is spent in a supervisory role, reviewing the work of the more junior staff. Nick, Kate and Julie do more of the review work, helping to keep costs down.

Planning Staff

- Rick Tralies, Sr. Director of Planning - \$103.00/hr
- Nick Upmeyer, PLA, Landscape Architect - \$81.00/hr
- Kate Raman, AICP, Planner - \$81.00/hr
- Julie Wright, Planner/Designer - \$81.00/hr



Natural Lands

1031 Palmers Mill Road
Media, PA 19063

610-353-5587

info@natlands.org
natlands.org

board of trustees

Susan P. Mucciarone
chairperson

Jane G. Pepper
vice chairperson

Beth Albright
Barbara B. Aronson
Lloyd H. Brown
Rayenne A. Chen
Jason Duckworth
Regina A. Hairston
Gail Harrity
Peter O. Hausmann
Jeffrey Idler
Paulina L. Jerez
Ann T. Loftus, Esq.
Victoria B. Mars
Stephan K. Pahides
Robert K. Stetson
Andrew I. VandenBrul
William Y. Webb

chairperson emeritus

Peter O. Hausmann

emeritus trustees

Henry E. Crouter
John A. Terrill, II
William G. Warden, IV
Theodore V. Wood, Jr.

Oliver Bass
president

Land Protection Staff

- Jack Stefferud, Sr. Director of Land Protection - \$108.00/hr
- Kyle Rose, Director, Land Protection Program - \$86.00/hr
- Sarah Turner, Land Protection Project Manager - \$81.00/hr

If you have any questions regarding billing rates and services, please do not hesitate to contact me. It has been a pleasure working with East Coventry Township's staff, board and commissions since 2014, and we look forward to continuing to work together in 2026.

Sincerely,

Richard M. Tralies, RLA
Sr. Director of Planning

enc.: 2026 Billing Rate Schedule



Natural
Lands

Hourly Billing Rates 2026 East Coventry Township

A. *Land Use Planning: Development Plan Review, Land Use Ordinances, Open Space & Trail Planning, Site Walks, Testimony, Sketch Plans:*

Senior Director, Planning	\$103.00
Conservation Project Manager	\$81.00
Landscape Architect/ Planner / Designer	\$81.00
Senior Conservation Advisor	\$140.00

B. *Land Protection: Acquisition, Conservation Easements, Open Space Referenda, Open Space Stewardship Plans for Parks & Developments:*

Senior Director, Land Protection	\$108.00
Director, Conservation Easement Programs	\$108.00
Stewardship Planning Program Manager	\$81.00
Conservation Project Manager	\$81.00
Regional Director, Land Stewardship	\$81.00
Land Protection Project Manager	\$81.00

C. *Mapping, Graphic Design, and Support Staff:*

Art Director	\$81.00
GIS Program Director	\$86.00
Graphic Designer	\$64.00
Clerical/Hourly Support	\$54.00
Intern	\$35.00

Direct Costs:

- Mileage billed at Federal mileage rate.
- Natural Lands prefers to submit electronic versions of work, such as plan reviews and codes, and for the client to handle photocopying, when necessary. Where Natural Lands provides photocopies: black & white copies billed at \$.08/8 ½ x 11-inch sheet; and, color copies billed at \$.45/8 ½ x 11-inch sheet. Two-sided sheets count as two copies.
- Map prints provided at \$5.50 per linear foot (most maps are three feet long).
- Postage and misc. materials (workshop supplies, foam core for maps), billed at actual cost.

Bowman

September 5, 2025

Eugene Briggs, Jr., AICP, CZO
Township Manager
East Coventry Township
855 Ellis Woods Road
Pottstown, PA 19465

Request for Rates – Township Traffic Engineering Consultant

Dear Mr. Briggs:

Bowman sincerely appreciates the opportunity to provide transportation engineering services to East Coventry Township. As requested, our 2026 billing rates are attached. We are thankful for the Township's trust in our services, and we are grateful to continue in our capacity as the appointed Traffic Engineer so that we may support East Coventry Township in achieving the community's transportation goals and vision.

Please contact me if you have any questions, or if there is anything we can do to better serve the Township.

Sincerely,



Christopher J. Williams, PE
Regional Manager – Mid-Atlantic

Q:\PA-EXTO-MC\mcm\eng\EASTCOV1\820140 - General Services\Billing Rates\2025\2025-09-05 Briggs 2026 Reappointment and Billing Rates.docx



BOWMAN CONSULTING GROUP LTD.

SCHEDULE B – EAST COVENTRY TOWNSHIP HOURLY RATES
January 2026

CLASSIFICATION	HOURLY RATES
Principal	\$225.00/HR
Department Executive	\$225.00/HR
Team Leader	\$225.00/HR
Senior Project Manager	\$210.00/HR
Project Manager II	\$210.00/HR
Project Manager	\$185.00/HR
Assistant Project Manager	\$170.00/HR
Project Coordinator	\$145.00/HR
Senior Surveyor	\$205.00/HR
Engineer I Engineer II Engineer III Engineer IV	\$120.00/HR \$145.00/HR \$155.00/HR \$185.00/HR
Planner I Planner II Planner III	\$120.00/HR \$145.00/HR \$155.00/HR
Designer I Designer II Designer III	\$100.00/HR \$105.00/HR \$110.00/HR
CAD Drafter I CAD Drafter II	\$100.00/HR \$105.00/HR
Senior Construction Inspector	\$145.00/HR
Construction Manager	\$185.00/HR
Construction Inspector	\$125.00/HR
Senior Construction Technician	\$170.00/HR
Technical Lead	\$200.00/HR
Traffic Technician	\$110.00/HR
Traffic Counter	\$ 70.00/HR
Survey Technician I Survey Technician II Survey Technician III	\$100.00/HR \$110.00/HR \$155.00/HR
Survey Field Crew - 1 Person	\$140.00/HR
Survey Field Party	\$100.00/HR
UAV Operation	\$110.00/HR
Office Manager	\$105.00/HR
Adm Professional	\$ 95.00/HR



1003 Egypt Road, Phoenixville, PA 19460
610.935.2175 610.481.9098
barryisett.com

September 5, 2025

Eugene C. Briggs,
Township Manager
East Coventry Township
855 Ellis Woods Road
Pottstown, PA 19465

RE: 2026 REAPPOINTMENT REQUEST, RATE SCHEDULE & FEE SCHEDULE

Mr. Briggs,

Barry Isett & Associates (BIA) respectfully requests the reappointment as Township Zoning Officer, PA UCC Building Code Official, Plans Examiners and Inspectors, and Property Maintenance Inspectors. Our services will continue to be provided from our Delaware Valley Office, now located at 400 Cresson Boulevard, Suites 105-108, Phoenixville, PA 19460.

Please see the attached Pennsylvania Uniform Construction Code Permit Fee Schedules for 2026. Please note that these Fee Schedules are the same as 2025, as we are not proposing any increases. For the hourly services provided, the BIA rate schedule has increased minimum rates for services. However, we will be keeping the rate of \$65.00 for East Coventry Township for 2026.

Thank you for your continued confidence in the associates of Barry Isett & Associates and we look forward to continued coordination for the coming years. Please do not hesitate to contact me if you have any questions or require additional information via email at mcosentino@barryisett.com.

Regards,

Michael Cosentino, Jr., BCO
Code Specialist, Code Inspection & Plan Review

Attachments:
2026 Residential Fee Schedule
2026 Non-Residential Fee Schedule

2026 Reappointment



**PENNSYLVANIA UNIFORM CONSTRUCTION CODE
PART I – Building/General Permit Fee Schedule**

RESIDENTIAL
(One- and Two-Family Dwellings)

PERMIT FEES

New Construction (8 inspections)	
Plan Review Per Submission	\$250.00
Single Family Dwelling up to 3,500 gross square feet	\$1,500.00
Per 100 gross square feet or fraction thereof above 3,500 square feet	\$20.00

- *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*

Additions (5 inspections)	
Plan Review Per Submission	\$150.00
Single Family Dwelling Addition Up to 500 gross square feet	\$600.00
Enclosed porches/sunrooms (unconditioned) Up to 500 gross square feet	\$375.00
Per 100 gross square feet or fraction thereof above 500 square feet	\$20.00

- *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*

Alterations and Renovations (2 Inspections)	
Permit /Documentation Review Per Submission	\$150.00
Up to 1,000 Gross Square Feet	\$300.00
per 100 Gross square feet or fraction thereof above 1,000 square feet	\$25.00

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

Decks (Includes 3 Inspections)	
Plan Review Per Submission	\$100.00
Up to 500 gross square feet	\$250.00
Per 100 gross square feet or fraction thereof above 500 square feet	\$20.00
Including a Roof Over a Deck	\$250.00

- *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.*

Accessory Buildings and Detached Garages (4 Inspections)	
Plan Review Per Submission	\$100.00
Up to 1,500 gross square feet	\$400.00
Per 100 gross square feet or fraction thereof above 1,500 square feet	\$20.00
Where an accessory structure also includes finished & Conditioned space	\$150.00 additional

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

Solar Array (2 Inspections)	
Plan Review Per Submission	\$100.00
2% of total cost of construction (materials and labor)	\$300.00 minimum

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

Generators (2 inspections)	
Plan Review Per Submission	\$100.00
Per Generator	\$250.00

- *Electrical and mechanical permit fees included*

Demolition Permit	
Permit /Documentation Review Per Submission	\$50.00
Garage/accessory structures (1 inspection)	\$100.00
Single/Double home (2 inspections)	\$250.00

Manufactured and Modular Homes	
Plan Review Per Submission	\$100.00
Manufactured home With Basement up to 2,500 gross square feet (7 inspections)	\$895.00
Manufactured home with Pier Foundation up to 2,500 gross square feet (5 inspections)	\$795.00
Modular home up to 2,500 gross square feet (7 inspections)	\$895.00
Per 100 gross square feet or fraction thereof above 2,500 square feet	\$20.00

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

Swimming Pools/Spas	
Plan Review Per Submission	\$50.00
Spa or Hot Tub (1 inspection)	\$150.00
Above-ground Pool (2-4 inspections)	\$300.00
In-ground (3-6 Inspections)	\$450.00

- *Includes Electric Permit*

Miscellaneous Building Construction Only (Number of inspections to be determined)	
Plan Review Per Submission	\$100.00
2% of total cost of construction (materials & labor)	\$150.00 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*

Note: 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 II – Electrical Permit Fee Schedule

RESIDENTIAL

(One- and Two-Family Dwellings)

PERMIT FEES

Electrical Alterations Only (2 Inspections each)	
Plan Review Per Submission	\$60.00
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*

Services and Feeders (1 inspection each)	
Not over 100 amps	\$150.00
101 amps to 400 amps	\$250.00
Feeders and panel boards not over 400 amps	\$125.00

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

Miscellaneous Electrical Only (2 inspections)	
Plan Review Per Submission	\$100.00
2% of total cost of construction (materials & labor)	\$150.00 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.*

PENNSYLVANIA UNIFORM CONSTRUCTION CODE

PART III – Plumbing Permit Fee Schedule

RESIDENTIAL

(One- and Two-Family Dwellings)

PERMIT FEES

Plumbing Alterations Only	
Plan Review Per Submission	\$50.00
Per Fixture (2 Inspections – Rough and Final)	\$50.00
	\$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.*

Utility Plumbing Inspections	
Plan Review Per Submission	\$50.00
Utility sewer connection (1 inspection)	\$150.00 minimum
Utility water connection (1 inspection)	\$150.00 minimum

Miscellaneous Plumbing Only (2 inspections)	
Plan Review Per Submission	\$100.00
2% of total cost of construction (materials & labor)	\$150.00 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*

Note: 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 IV – Mechanical Permit Fee Schedule

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

Mechanical Appliances Only	
Plan Review Per Submission	\$100.00
Per first Individual new appliance (Two Inspections)	\$250.00
Per each additional Individual new appliance	\$75.00
Per Individual Replacement Appliance (1 Inspection)	\$150.00
Oil Tank replacement, Relocation, installation, removal & closure (1 Inspection)	\$150.00
Alterations (2 Inspection) (gas lines, duct work etc.)	\$250.00

- *Includes associated duct work/piping*
- *Large scale HVAC, refrigeration and process equipment will be based on commercial fees*
- *Alterations that cannot be calculated per the mechanical appliances only fee schedule will be calculated per miscellaneous Mechanical only fees*

Miscellaneous Mechanical Only (2 inspections)	
Plan Review Per Submission	\$100.00
2% of total cost of construction (materials & labor)	\$150.00 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*

Note: 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 V – Fire Suppression & Detection Systems Permit Fee
Schedule

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

NFPA 13D or IRC P2904 Sprinkler System (2 Inspections)	
Plan Review Fee per submission	\$100.00
1 to 75 Heads	\$250.00
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*

NFPA 13D or IRC P2904 Sprinkler system alterations Only (2 inspections)	
Plan Review Per Submission	\$100.00
2% of total cost of construction (materials & labor)	\$150.00 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*

Note: 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

NON-RESIDENTIAL PERMIT FEE SCHEDULE

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

A Township Administrative Fee of 10% shall be added to the total permit fees.

New Construction & Additions (Number of inspections to be determined)	
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)

Renovations/Alterations/Change of Use (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)	\$360.00 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)

Demolition (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)*

Solar Array (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)	\$360.00 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)*

Pallet Racking or Conveyers (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	\$8.50 \$360.00 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)*

Miscellaneous Construction Building Only (Number of inspections to be determined)	
Plan review 1% of total cost of construction (materials and labor)	\$100.00 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)

Electrical Services, Panelboards, Feeders	
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

Swimming Pools, Spas	
Three-year State Certification	Quote Required

Miscellaneous Electrical Only (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

Miscellaneous Plumbing Only (Number of inspections to be determined)	
Plan review 1% of total cost of construction (materials and labor)	\$100.00 minimum
2% of total cost of construction (materials & labor)	\$200.00 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

Miscellaneous Mechanical only (Number of inspections to be determined)	
Plan review 1% of total cost of construction (materials and labor)	\$100.00 minimum
2% of total cost of construction (materials & labor)	\$200.00 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)

Note: 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
Fire Suppression & Detection Systems Permit Fee Schedule

NON-RESIDENTIAL

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

PERMIT FEES

Fire Sprinkler Systems (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)*

Fire Detection / Alarm Systems (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)*

ANSUL or Alternate Fire Suppression System (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*

Sprinkler system alterations Only (2 inspections)	
Plan review 1% of total cost of construction (materials and labor)	\$150.00 Minimum
2% of total cost of construction (materials & labor)	\$300.00 Minimum

- *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*

Note: A \$4.50 surcharge per permit is required to be assessed on each permit issued, in accordance with Pennsylvania Act 157 of 2006.

B.G. Tree Care
93 Zieber Road
Spring City, PA 19475

Proposal #3984
Created: 09/30/2025
From: Bill Gambone



Proposal For

East Coventry Township

855 Ellis Woods Rd
Pottstown, PA 19465

main: 610-495-4443
ebriggs@eastcoventry-pa.gov

Location

855 Ellis Woods Rd
Pottstown, PA 19465

East Coventry Township

Terms

Monthly Progress Billing

ITEM DESCRIPTION	AMOUNT
------------------	--------

1) Municipal Consulting

\$ 150.00

Cost per hour for Master Arborist Consulting Services.

This rate encompasses comprehensive consultation and report writing by Master Consulting Arborist, William Gambone.

Additionally, the Master Arborist, handles small tree service projects independently within this rate.

Other costs may be incurred during creation of reports and these costs will be proposed and billed separately. Such costs include but are not limited to costs of lab work and any costs incurred in the pursuit of research.

Separate proposals will also be provided for tree service projects requiring additional laborers, equipment or machinery ensuring transparent and customized solutions for East Coventry Township's specific needs.

Fuel costs for any work performed will be billed separately at the time of work being completed. Fuel costs include all products needed for equipment to operate including but not limited to fuel, oil, and coolant. This rate is for the year of 2026.

Client Notes

Monthly progress billing ensures transparency and accountability throughout the year. At the end of each month, East Coventry township will receive a detailed invoice reflecting the work completed during that period. The invoice is to be paid in full each month upon receipt. This Rate is for the year of 2026.

This approach allows tracking of milestones, associated costs, and aligns payments with the tangible advancements achieved. This fosters a collaborative and efficient working relationship.



B.G. Tree Care
 93 Zieber Road
 Spring City, PA 19475

Proposal #3984
 Created: 09/30/2025
 From: Bill Gambone

All work will be completed in accordance with these plans unless subsequent changes are agreed upon in writing. Balances not paid by the due date are subject to late fees.

Signature

x

Date:

Please sign here to accept the terms and conditions

Assigned To

Bill Gambone
 Office: 484-941-4232
 Mobile: 484-941-1014
 bill@bgtreecare.com

Sales Reps

Bill Gambone
 Office: 484-941-4232
 Mobile: 484-941-1014
 bill@bgtreecare.com