



Radnor Township, PA

2014 Consolidated Fee Schedule

V4 – Resolution 2014-45, April 28, 2014

V3 – Resolution 2014-08, January 27, 2014

V2 – Ordinance 2013-24, December 16, 2013

Radnor Township, PA
Consolidated Fee Schedule – Chapter 162 Fees
v4 Ordinance 2013-24 [As Amended]
For the Year Ending December 31, 2014

Table of Contents

Department	Page Number
Community Development.....	2
Engineering.....	13
Finance / Administration.....	16
Information Technology	18
Parks and Recreation.....	20
Police	24
Public Works.....	25
 Appendix:	
A. Professional Services Hourly Rates.....	28

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
COMMUNITY DEVELOPMENT DEPARTMENT		
Chapter 120 – Bathing Places		
License Fees – Swimming Pool (outdoor)	\$300.00 /pool	\$300.00 /pool
License Fees – Swimming Pool (indoor)	\$350.00 /pool	\$350.00 /pool
License Fees – Spa	\$250.00 /pool	\$250.00 /pool
License Fees – Wading	\$200.00 /pool	\$200.00 /pool
Fee Change Narrative:		

Chapter 125 – Building Construction		
New one and two family dwelling – Residential	\$20.00 / \$1,000.00	\$20.00 / \$1,000.00
Change in Contractor: New one and two family dwelling – Residential	10% of existing permit fee or \$20.00 minimum, whichever is greater	10% of existing permit fee or \$20.00 minimum, whichever is greater
Additions, alterations, repairs, demolition, etc – Residential	\$20.00 / \$1,000.00	\$20.00 / \$1,000.00
Change in Contractor: Additions, alterations, repairs, demolition, etc – Residential	10% of existing permit fee or \$20.00 minimum, whichever is greater	10% of existing permit fee or \$20.00 minimum, whichever is greater
New Commercial, institution, public land use, recreation, multi-family buildings and fire suppression systems	\$30.00 / \$1,000 up to \$50,000 \$20.00 / \$1,000 for each additional \$1,000	\$30.00 / \$1,000 up to \$50,000 \$20.00 / \$1,000 for each additional \$1,000
Change in Contractor: New Commercial, institution, public land use, recreation, multi-family buildings and fire suppression systems	10% of existing permit fee or \$30.00 minimum, whichever is greater	10% of existing permit fee or \$30.00 minimum, whichever is greater

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Commercial: Additions, alterations, repairs, demolition, and fire suppression systems	\$50.00 / first \$1,000, \$25.00 / \$1,000 for each additional \$1,000	\$50.00 / first \$1,000, \$25.00 / \$1,000 for each additional \$1,000
Change in Contractor: Commercial additions, alterations, repairs, demolition, and fire suppression systems	10% of existing permit fee or \$50.00 minimum, whichever is greater	10% of existing permit fee or \$50.00 minimum, whichever is greater
Permit for window sign (new or replacement)	\$20.00 / \$1,000.00	\$20.00 / \$1,000.00
Permit for awning and wall signs (new or replacement)	\$20.00 / \$1,000.00	\$20.00 / \$1,000.00
Permit for marquee sign (new or replacement)	\$20.00 / \$1,000.00	\$20.00 / \$1,000.00
Permit for freestanding sign (new or replacement)	\$20.00 / \$1,000.00	\$20.00 / \$1,000.00
Certificate of Occupancy – Residential (new)	\$50.00	\$50.00
Certificate of Occupancy – Non-Residential (new)	\$100.00	\$100.00
Code Appeal – Building	\$750.00	\$750.00
Zoning Permit – Fences	\$50.00	\$75.00
Zoning Permit – Accessory Structures less than 200 sq. ft.	\$50.00	\$75.00
Zoning Permit – Agricultural Buildings	\$50.00	\$75.00
Home Occupation – Traffic	\$100.00	\$150.00
Home Occupation – Non-Traffic	\$100.00	\$100.00
Zoning Compliance	\$100.00	\$100.00
Transfer of Real Estate – Sidewalk Block Escrow	\$300.00 / block	\$300.00 / block
Plan Review Fee (Payment is due when the permit is issued)	\$95.00 / review	\$95.00 / review
Fee Change Narrative: n/a		

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Chapter 150 – Design and Review Board		
Permit for temporary banner (max 30 days)	\$50.00	\$50.00
DRB Application Fees for sign	\$30.00	\$100.00
DRB Application Fees for awning and wall sign	\$50.00	Fee removed
DRB Application Fees for freestanding sign	\$75.00	Fee removed
DRB Application Fees for ground sign	\$75.00	Fee removed
DRB Application Fees for telecommunication antennas	\$200.00	\$200.00
DRB Application Fees for façade change	\$100.00	\$100.00
DRB Application Fees for new building	\$200.00	\$200.00
DRB Application Fees for bldg. additions and accessory structures	\$200.00	\$200.00
DRB Application for Outdoor Dining applications (furnishings and accessories)	New in 2013	\$100.00
Fee Change Narrative: DRB Application Fee for signs require additional staff time = fee increase is to offset added cost.		

Chapter 156 – Electrical		
Electrician’s License (annual)	\$50.00	\$50.00
Electrical Inspection Agency License	\$100.00	\$100.00
Code Appeals Electric	\$750.00	\$750.00
Electrical Permit Fee	\$20.00 / \$1,000 or fraction thereof	\$20.00 / \$1,000 or fraction thereof
Change of Contactor: Commercial and Residential	10% of existing permit fee or \$20.00 minimum, whichever is greater	10% of existing permit fee or \$20.00 minimum, whichever is greater

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Low voltage / voice data / alarm	\$20.00 / \$1,000 or fraction thereof	\$20.00 / \$1,000 or fraction thereof
Wind / solar electric	\$20.00 / \$1,000 or fraction thereof	\$20.00 / \$1,000 or fraction thereof
Plan review – 3 rd Party Contract Fee	\$75.00 / hour	\$75.00 / hour
Fee Change Narrative: n/a		

Chapter 166 – Fire Prevention		
Bon Fire Permit - For institutional use only (each permit)	\$100.00	\$100.00
Fireworks Permit	\$150.00	\$150.00
Blasting Permit – Residential	\$150.00 + inspections fee	\$150.00
Blasting Permit – Non-Residential	\$150.00 + inspections fee	\$150.00
Fire Marshall Report – Residential	\$50.00	\$50.00
Fire Marshall Report – Non-Residential	\$100.00	\$100.00
Storage Tanks – Repairs and alterations	\$50.00 / tank	\$50.00 / tank
Storage Tanks – Abandonment or Removal	\$200.00 / tank	\$200.00 / tank
Storage Tanks – Installation	\$200.00 / tank	\$200.00 / tank
Code Appeals – Fire Prevention	\$750.00	\$750.00
Change in Contractor: Commercial and Residential	10% of existing permit fee or \$50.00 minimum, whichever is greater	10% of existing permit fee or \$50.00 minimum, whichever is greater
Plan Review Fee	\$95.00	\$95.00
Fee Change Narrative: n/a		

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Chapter 170 – Food Establishment Fees		
Indoor Dining:		
License and Inspection Fee for seats: 0-30 seats	\$200.00	\$200.00
License and Inspection Fee for seats: 31-70 seats	\$250.00	\$250.00
License and Inspection Fee for seats: 71-110 seats	\$350.00	\$350.00
License and Inspection Fee for seats: 111-150 seats	\$425.00	\$425.00
License and Inspection Fee for seats: 151-190 seats	\$475.00	\$475.00
License and Inspection Fee for seats: 191-230 seats	\$525.00	\$525.00
License and Inspection Fee for seats: 231-300 seats	\$625.00	\$625.00
License and Inspection Fee for seats: 301 seats and over	\$725.00	\$725.00
License and Inspection Fee for floor area (sq ft): 0-1,500	\$150.00	\$150.00
License and Inspection Fee for floor area (sq ft): 1,501 – 2,500	\$200.00	\$200.00
License and Inspection Fee for floor area (sq ft): 2,501 – 5,000	\$275.00	\$275.00
License and Inspection Fee for floor area (sq ft): 5,001 – 7,500	\$350.00	\$350.00
License and Inspection Fee for floor area (sq ft): 7,501 – 10,000	\$450.00	\$450.00
License and Inspection Fee for floor area (sq ft): 10,001 – 15,000	\$575.00	\$575.00
License and Inspection Fee for floor area (sq ft): 15,000 and over	\$725.00	\$725.00
License Fee for selling ice cream from a motor vehicle (excludes vendors requiring Dept. of Ag approval)	\$100.00	\$100.00
Food Vendor (mobile and vendors requiring Dept. of Ag approval)	\$200.00	\$200.00
Temporary Food Establishment	\$250.00	\$125.00

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Special Event Sponsor Fee	\$250.00	\$250.00
Plan Review – Food Establishment	\$100.00 / initial review	\$150.00 / initial review
Plan Review – Resubmitting Plans	\$50.00	\$75.00
Re-inspection for a failed inspection	50% of initial Fee	50% of initial fee
Annual Outdoor Dining Renewal	\$150.00	\$150.00

Fee Change Narrative: Temporary food establishment fee was decreased to better match staff time associated with these inspections, which has been made more efficient with improved technology. The Food Establishment and Resubmission on Plan fee increases are necessary to more accurately cover increased staff time associated with these items.

Chapter 178 – Historical and Architectural Review Board		
Application to HARB	\$50.00	\$50.00

Chapter 195 – Mechanical		
HVAC License Annual (air cond., heating & refrig., mchs.)	\$50.00	\$50.00
Permit Fee for geothermal / HVAC systems – Residential	\$100.00	\$100.00
Permit Fee to replace, modify or relocate duct work – Residential	\$50.00	\$50.00
Water Well or Non-Potable Water, Irrigation – Residential	\$100.00	\$100.00
Solar Mechanical/Plumbing – Residential	\$150.00	\$150.00
Permit Fee to add, modify or extend radiant/baseboard or other hydro-mechanical systems – Residential	\$50.00	\$50.00
Permit Fee for new or replacement central heating systems - Residential	\$15.00 first 10,000 BTUs, \$5.00 each additional 10,000 BTU's	\$15.00 first 10,000 BTUs, \$5.00 each additional 10,000 BTU's

Radnor Township, PA
Consolidated Fee Schedule – Chapter 162 Fees
v4 Ordinance 2013-24 [As Amended]
For the Year Ending December 31, 2014

Fee Description	2013	2014
Permit Fee for new or replacement air cond. central systems – Residential	\$100.00	\$100.00
Permit Fee for new or replacement heat pump – Residential	\$100.00	\$100.00
Permit Fee for all wells driven or mechanical water supply systems for geothermal HVAC systems - Residential	\$100.00	\$100.00
Solar Mechanical / Plumbing – Residential	\$150.00	\$150.00
Change in Contractor: Residential	10% of existing permit fee or \$15.00 minimum, whichever is greater	10% of existing permit fee or \$15.00 minimum, whichever is greater
M/C/I Permit Fee: geothermal/HVAC system wells: 0-10 wells	\$200.00	\$200.00
M/C/I Permit Fee: geothermal/HVAC system wells: 11-30 wells	\$350.00	\$350.00
M/C/I Permit Fee: geothermal/HVAC system wells: 31 or more	\$500.00	\$500.00
M/C/I Permit Fee: new or replacement central heating system (regardless of fuel source, including duct work)	\$30.00 for 10,000 BTUs, \$10.00 each additional 10,000 BTU's	\$30.00 for 10,000 BTUs, \$10.00 each additional 10,000 BTU's
M/C/I Permit Fee: new or replacement air cond. systems incl. duct work	\$30.00 for 10,000 BTUs, \$10.00 each additional 10,000 BTU's	\$30.00 for 10,000 BTUs, \$10.00 each additional 10,000 BTU's
M/C/I Permit Fee: new or replacement heat pump incl. duct work	\$30.00 for 10,000 BTUs, \$10.00 each additional 10,000 BTU's	\$30.00 for 10,000 BTUs, \$10.00 each additional 10,000 BTU's
M/C/I Permit Fee: replace, modify or relocate duct work	\$20.00 for each \$1,000, or portion of cost	\$20.00 for each \$1,000, or portion of cost
M/C/I Permit Fee: refrigeration units (incl. walk in boxes, other units with remote compressors)	\$20.00 first ton or portion thereof, \$10.00 each additional ton, or portion thereof	\$20.00 first ton or portion thereof, \$10.00 each additional ton, or portion thereof

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
M/C/I Solar Mechanical/Plumbing	\$175.00	\$175.00
M/C/I Water Wells or Non-Potable Water Wells	\$100.00	\$100.00
M/C/I Code Appeals Mechanical – Residential and Commercial	\$750.00	\$750.00
Change in Contractor: Commercial	10% of existing permit fee or \$30.00 minimum, whichever is greater	10% of existing permit fee or \$30.00 minimum, whichever is greater
Plan Review Fee	\$95.00	\$95.00
Fee Change Narrative: n/a		

Chapter 218 - Plumbing		
Plumber License (annual)	\$50.00	\$50.00
1 & 2 FAMILY DWELLING; permit for new work, alterations, additions, and repairs	\$75.00 for more than 5 fixtures, \$5.00 each additional fixture	\$75.00 for more than 5 fixtures, \$5.00 each additional fixture
Permit fee for alterations/additions one fixture (minimum fee) – Residential	\$35.00	\$35.00
Permit fee for exterior lateral sewer connection or repair – Residential	\$150.00	\$150.00
Permit fee for interior main drain alteration or replacement (which includes stack vent) – Residential	\$75.00	\$75.00
Permit fee for garbage grinders and dishwashers (new installation or replacement) – Residential	\$15.00 Each	\$15.00 Each
Permit fee for all gas and electric appliances needing gas or plumbing piping – Residential	\$75.00 for first unit, \$15.00 for each additional	\$75.00 for first unit, \$15.00 for each additional
Permit fee for water service (new or replacement) – Residential	\$75.00	\$75.00
Permit fee for domestic hot water heater (new or replacement) – Residential	\$20.00	\$20.00

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Permit fee for sewer ejection pump (new or replacement, not incl. conn.) – Residential	\$50.00 pump capacity 21 gal/min, \$150.00 pump capacity > 21 gal/min	\$50.00 pump capacity 21 gal/min, \$150.00 pump capacity > 21 gal/min
Permit fee for sewer residential grinder pumps and pit (E-One System)	\$300.00	\$300.00
Change in Contractor: Commercial and Residential	10% of existing permit fee or \$75.00 minimum, whichever is greater	10% of existing permit fee or \$75.00 minimum, whichever is greater
M/C/I new work, alt., additions not exceeding 5 fixtures	\$75.00, \$5.00 each additional fixture	\$75.00, \$5.00 each additional fixture
M/C/I permit fee for external lateral sewer connection or repair main drain or sewer connection (new)	\$150.00	\$150.00
M/C/I permit fee for main interior drain replacement, alt'n or repair (incl. stack vent)	\$75.00	\$75.00
M/C/I permit fee for sewer ejection pump (new or replacement)	\$50.00, pump capacity <= 21 gal/min., \$300.00, pump capacity > 21 gal/min.	\$50.00, pump capacity <= 21 gal/min., \$300.00, pump capacity > 21 gal/min.
M/C/I permit fee for all gas and elect. Appl. Requiring plumbing or mech. Install. (new or repl't, incl. gas piping)	\$75.00 for first unit, \$15.00 for each additional	\$75.00 for first unit, \$15.00 for each additional
M/C/I permit fee for water service (new or replacement)	\$100.00	\$100.00
M/C/I permit fee for each hot water heater (new or replacement)	\$75.00	\$75.00
M/C/I permit fee for interceptors & separators (new or replacement)	\$75.00	\$75.00
M/C/I Permit fee for sewer grinder pumps new or replacement	\$500.00	\$500.00
Code Appeals Plumbing (Residential and Commercial)	\$750.00	\$750.00
Plan Review Fee	\$95.00	\$95.00
Fee Change Narrative: n/a		

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Chapter 226 – Rental Housing		
Rental Housing Permits	\$60.00 Each Unit (1-10), \$40.00 Each Additional Unit	\$60.00 Each Unit (1-10), \$40.00 Each Additional Unit
Rental Housing Appeals Board	\$3,500.00	\$3,500.00
Re-inspection after a 2 nd failed inspection	\$100.00	\$100.00
Application Late fee after 60 days	\$120.00	\$120.00
Fee Change Narrative: n/a		

Chapter 280 – Zoning Hearing Board		
Application fees for Zoning Hearing Board: One and two family dwellings	\$550.00	\$550.00 plus \$275 for each add'l hearing
Application fees for Zoning Hearing Board: Rooming house, multi-family	\$550.00	\$550.00 plus \$275 for each add'l hearing
Application fees for Zoning Hearing Board: Non-res. uses (incl. comm., planned instit'l and public land use)	\$700.00	\$900.00 plus \$450 for each add'l hearing
Application fees for Zoning Hearing Board: Challenge to the validity of map or ordinance	\$7,500.00	\$7,500.00 plus \$450 for each add'l hearing
Application fees to Board of Commissioners: Application to amend zoning map/ord.	\$1,000.00	\$1,500.00 plus \$750 for each add'l hearing
Application fees to Board of Commissioners: Application for conditional use	\$750.00	\$1,500 plus \$750 for each add'l hearing
Application fees to Board of Commissioners: Curative Amendment	\$7,500.00	\$7,500.00 plus \$750 for each add'l hearing

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Appeals from Zoning Officer or Township Engineer – Residential	\$500.00	\$550.00 plus \$275 for each add'l hearing
Appeals from Zoning Officer or Township Engineer – Non-residential	New in 2014	\$900.00 plus \$450 for each add'l hearing
Fee for postponement of a public hearing when requested following publication of the required legal notice.	\$200.00	\$200.00
Zoning Books	\$30.00	\$30.00

Fee Change Narrative: A new fee is proposed for “Appeals from Zoning Officer or Township Engineer – Non-residential” to offset a portion of the costs associated with hearing. In addition, a new fee is proposed for each additional hearing after the initial hearing. These new fees will offset a portion of the costs associated with the additional hearings.

Other – Community Development		
Code Appeals Application Fee	\$750.00	\$750.00
Act 46 Permit Extension Fee	\$100.00	\$100.00
Inter-municipal Transfer of Liquor License	\$1,000.00	\$1,500 plus \$750 for each add'l hearing
PA State Assessed Training Fee, Building, Plumbing, Mechanical, Electrical	\$4.00 per permit	\$4.00 per permit
Administration of PA State Assessed Training Fee	\$2.00 per permit	\$2.00 per permit
Zoning Maps	\$15.00	\$15.00
Plan Review Fee	\$95.00	\$95.00
Code Official Overtime Rate	\$95.00 Per Hour	\$95.00 Per Hour
Administrative Refund Fee	10% or a minimum of \$10.00	10% or \$30.00 minimum, whichever is greater

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Change of Contractor	Fee Non-Refundable	Fee Non-Refundable
Dormitory Inspection Fee	\$24.00 per room	\$24.00 per room
Appeal of health enforcement notice to Board of Health		
<ul style="list-style-type: none"> • Single Family Residential • Multi-Family Residential and Non-residential 	New in 2014	\$550
	New in 2014	\$900
Fee Change Narrative: Change in fees (Amend zoning map/ord; Conditional Use; Inter-municipal Transfer of Liquor License) is to off-set a portion of the costs associated with the hearings. In addition, a new fee is proposed for each additional hearing after the initial hearing. These new fees will offset a portion of the costs associated with the additional hearings. Appeal of Health Enforcement Notice to BOH: Our existing ordinances provide for an appeal process for health enforcement notices. Our fee schedule did not previously address this. A new fee is proposed to offset a portion of the cost associated with the hearing.		

ENGINEERING		
Grading Permit Fees		
Grading Permit Application Minor	\$45.00	\$75.00
Grading Permit Application	\$125.00/first 50 cubic yards of cut and fill +\$200.00 - 51 to 1,000 cy of cut and fill +\$200.00 each additional 1,000 cy cut and fill	\$150.00/first 50 cubic yards of cut and fill +\$200.00 - 51 to 1,000 cy of cut and fill +\$200.00 each additional 1,000 cy cut and fill
Grading Permit Application Requiring Storm Water Management	\$500.00 / 0-1000 cy of cut and fill	\$500.00 / 0-1000 cy of cut and fill
Grading Permit Application Requiring Ground Water Recharge	\$200.00	\$200.00
Fee Change Narrative: Permit fee increases are needed to ensure that the cost to review the permit (by a 3 rd party engineer) is covered by the applicant. Please note that each permit results in a different expense to the Township depending on the application's complexity, accuracy and completeness. We are matching the Township's variable cost against a fixed cost to the applicant to make it clearer and more direct for the applicant.		

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Subdivision/Land Development		
Sketch Plan	\$300.00	\$300.00
Reverse Subdivision	\$350.00	\$350.00
Lot Line Change	\$350.00	\$350.00
Lot Consolidation	\$350.00	\$350.00
Professional Escrow Account*	\$1,000.00	\$1,000.00
Minor Subdivision (5 lots or less)	\$950 per plan + \$150.00 per lot	\$950 per plan + \$150.00 per lot
Professional Escrow Account*	\$2,500.00	\$7,000.00
Major Subdivision (more than 5 lots)	\$2,000 per plan + \$150.00 per lot	\$2,000 per plan + \$150.00 per lot
Professional Escrow Account*	\$3,500.00	\$15,000.00
Multi-Family Dwellings	\$1,500 per plan + \$500.00 per unit	\$1,500 per plan + \$500.00 per unit
Professional Escrow Account*	\$5,000.00	\$10,000.00
Land Development (under 1 acre)	\$950.00 per plan + \$350.00 each building + \$100.00 per acre	\$1,100 per plan + \$350.00 each building + \$100.00 per acre
Professional Escrow Account*	\$5,000.00	\$10,000.00
Land Development (1 acres or more)	\$1,250.00 per plan + \$350.00 each building + \$100.00 each acre	\$1,500.00 per plan + \$350.00 each building + \$100.00 each acre
Professional Escrow Account*	\$7,500.00	\$15,000.00
Inspections of Improvement	\$65.00/inspection (Inspector) \$85.00/inspection (Engineer)	\$65.00/inspection (Staff Inspector) \$85.00/inspection (Engineer)

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Review of Development Plans Commercial: Landscaping and other improvements	Inside/Outside Professional - see attached list in appendix A	Inside/Outside Professional - see attached list in appendix A
Transfer of Real Estate Fee	\$150.00 / property	\$150.00 / property
Transfer of Real Estate Fee – Expedited in 13 days or less	\$300.00 / property	\$300.00 / property

* All Professional Escrow Accounts shall be required to be deposited with the Township at the time of the initial plan application pursuant to the Township's Professional Services Agreement. The Township-incurred professional fees shall be billed in accordance with the attached Professional Services Fee Schedule.

Fee Change Narrative: The Land Development fees are being increased to better cover the cost to the Township for the 3rd party engineering firm expenses. The professional escrow amounts are being increased to more accurately cover costs and reduce the number of times that the Township has to request from the developer additional funds to replenish their escrow account. In every case, only the expenses incurred are charged against the escrow accounts and any excess / remaining funds are returned to the developer.

Sewage Enforcement		
Sewage Enforcement Officer Permits	\$750.00 per application (includes inspection)	\$750.00 per application (includes inspection)
Sewage Enforcement Officer Permits (additional perc tes)	\$350.00	\$350.00
Sewage Enforcement Officer Permits (repairs to existing system)	\$300.00	\$300.00
Fee Change Narrative: n/a		

Other		
Sidewalk Plans for Bids	Determined by Bid	Determined by Bid
Sidewalk Replacement Permit Fee	1-10 blocks \$50.00	1-10 blocks \$50.00
	11-20 blocks \$100.00	11-20 blocks \$100.00
	21+ blocks \$125.00	21+ blocks \$125.00
Clearing Permits	\$20.00/acre-minimum charge \$80.00	\$25.00/ acre-minimum charge \$80.00
Fee Change Narrative: The Clearing Permit fee increase is to better cover Township expenses.		

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Plotter Services		
8.5" x 11" or 9" x 12"	\$1.50 (b/w) \$5.00 (color)	\$1.50 (b/w) \$5.00 (color)
11" x 14"	\$3.00 (b/w) \$9.00 (color)	\$3.00 (b/w) \$9.00 (color)
11" x 17" or 12" x 18"	\$10.00 (b/w) \$12.00 (color)	\$10.00 (b/w) \$12.00 (color)
17" x 22" or 18" x 24"	\$15.00 (b/w) \$18.00 (color)	\$15.00 (b/w) \$18.00 (color)
22" x 34" or 24" x 36"	\$20.00 (b/w) \$22.00 (color)	\$20.00 (b/w) \$22.00 (color)
34" x 44" or 36" x 48"	\$22.00 (b/w) \$35.00 (color)	\$22.00 (b/w) \$35.00 (color)
Fee Change Narrative: n/a		

FINANCE & ADMINISTRATION		
Stormwater and Sanitary Sewer Fees		
Sewer Rent (per 1,000 gallons of water used) – See Ordinance 2011-26	\$5.74	\$5.90
Stormwater Fee	n/a	\$29.00 per unit (see Ordinance 2013-15 for Tier amounts and fee calculation)
Stormwater or Sanitary Sewer Rent Certification Fee (annual)	\$7.50	\$7.50
Expedited Stormwater or Sanitary Certification Fee Surcharge (if request submitted within 48 hours of desired date / time)	\$20.00	\$20.00
Sanitary Sewer Connection Fee – New Residential	\$850.00	\$850.00
Sanitary Sewer Connection Fee – New Commercial	\$1,250.00	\$1,250.00

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Sanitary Sewer Connection Fee – New Multi-Family (0-10 units)	\$500.00 / unit	\$500.00 / unit
Sanitary Sewer Connection Fee – New Multi-Family (11 or more units)	\$400.00 / unit	\$400.00 / unit
Minimum Sewer Service Charge	\$65.00	\$65.00
Filing of Lien (to include, but not limited to, Stormwater fees, Sanitary Sewer fees, or Property Maintenance costs)	\$125.00 Attorney \$18.50 Filing	\$125.00 Attorney \$18.50 Filing
Writ of Scire Facias (for delinquent accounts)	\$100.00 Attorney \$22.50 Filing	\$100.00 Attorney \$22.50 Filing
Entering of Judgment (for delinquent accounts)	\$150.00 Attorney \$13.50 Filing	\$150.00 Attorney \$13.50 Filing
Sheriff Sale	Actual Cost	Actual Cost
Other – Finance Department		
Business Privilege and Mercantile License Fee	\$10.00	\$10.00
Postage: Non-Resident	Actual Cost	Actual Cost
Returned Check	\$50.00	\$50.00
Refund Fee (see note below)	10% per refund, with a minimum of \$10.00	10% per refund, with a minimum of \$10.00
Public Document Copy Charges (Right to Know Requests)	\$0.25 /one sided page	\$0.25 /one sided page
Public Document CD Creation Charges (Right to Know Requests)	\$5.00 each	\$5.00 each
Certification of Record (Right to Know Requests)	\$1.00	\$1.00
Refund Fee: The policy of the Finance Department is that refunds for overpayment of real estate tax and sewer tax will only be subject to the \$10.00 refund fee. Any business tax refunds based on estimated prepayments or resulting from audits will not be subject to any refund fee.		

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
INFORMATION TECHNOLOGY		
Room Rentals		
<p>General: The Township offers three (x3) conference rooms for rental. Rates double on Saturday, Sunday, and Township holidays. Contact Township for Conference Room and Equipment Rental policy and room availability. Please see the <u>Information Technology Police for Rental and Use of Township Conference Rooms & Equipment</u> for fee waiver opportunities.</p>		
Friends Meeting Room (ground floor) – capacity 40	\$50.00/hour	\$50.00/hour
Radnorshire Room (first floor) – capacity 125	\$100.00/hour	\$100.00/hour
Radnorshire Room (first floor) – capacity 125 - Tenant rental	\$250.00/event	\$250.00/event
Powys Room (first floor) – capacity 15	\$35.00/hour	\$35.00/hour
Fee Change Narrative: n/a		

Hourly Equipment and Staffing Fees		
<p>General: Conference rooms offer additional equipment features such as a podium, microphones, special seating configurations, additional tables, A/V equipment, TV/DVD/VCR and wireless internet. A/v equipment rentals require staffing, a minimum of two (x2) hour charge, and rates double after four (x4) hours. Contact Township for Conference Room and Equipment Rental policy and staffing availability.</p>		
IT Staff Member (as needed)	\$50.00 /hour	\$50.00 /hour
Room setup and breakdown (for equipment, configuration, etc.)	\$50.00 /hour	\$50.00 /hour
Room cleanup (trash, non-requested setup, etc.)	\$100.00 /hour	\$100.00 /hour
Podium (Radnorshire room only – no microphone)	\$0.00	\$0.00
Microphones – 21 conference room and 1 podium microphones	\$50.00 /hour	\$50.00 /hour
Wireless Microphones – 2 handheld and 2 lavalier (combo of any 2)	\$30.00 /hour	\$30.00 /hour
Projectors – 2 HD DLP Projectors	\$70.00 /hour (each)	\$70.00 /hour (each)
Monitors – 13 LCD monitors for viewing projections/DVD/VCR	\$20.00 /hour	\$20.00 /hour

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Document Camera – View hard docs on large screens	\$60.00 /hour	\$60.00 /hour
DVD/VCR	\$15.00 /hour	\$15.00 /hour
Laptop Use	\$40.00 /hour	\$40.00 /hour
DVD Copy – Recording event on DVD (limit 1)	\$15.00 /hour	\$15.00 /hour
Digital Format – Recording event in other digital format (limit 1)	\$15.00 /hour	\$15.00 /hour
Portable Projector	\$50.00 /hour	\$50.00 /hour
50” Plasma TV Usage	\$70.00 /hour	\$70.00 /hour
Graphics – Character generated graphics inserted on screen	\$10.00 /hour	\$10.00 /hour
Fee Change Narrative: n/a		

Package Fees		
General: Conference rooms, a/v equipment, and staffing rentals are available as a package rental. Package rentals require staffing, a minimum of two (x2) hour charge and rates double after four (x4) hours. Contact Township for Conference Room and Equipment Rental policy and staffing availability.		
Powys Room Only – 50” Plasma and laptop	\$100.00 /hour plus a \$140.00 deposit	\$100.00 /hour
Radnorshire Room (no recording) – Microphones, laptop, projector, setup and breakdown	\$250.00 /hour plus a \$400.00 deposit	\$250.00 /hour
Radnorshire Room (recording) – Microphones, laptop, projector, DVD recording, setup and breakdown	\$350.00 /hour plus a \$400.00 deposit	\$350.00 /hour
Fee Change Narrative: For administrative purposes, we elected to remove the deposit. Any damages will be the responsibility of the user as outlined in the rental agreement.		

Film and Video Production Fees		
General: The film and video production permit is designed to provide effective coordination of events, including the filming and videotaping of television, film, commercial, non-profit, and feature productions.		
Film and video production permit	\$250.00 /production	\$250.00 /production

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
PARKS & RECREATION		
General Programming & Events		
<p>Programming and Event Fees are determined and allocated on an ongoing basis as they are planned. Specific Programming & Event identification remains under continual development, generally on a seasonal basis and once applicable direct costs are determined, Fees for those specific programs and events are set to cover the direct costs along with attempting to recover the associated overhead for the program or event. Direct costs of programming & events, in the majority of circumstances do not occur unless their proceeds collected cover the full cost. The Recreation Department determines the fees for programming and events on an ongoing basis throughout the developmental process.</p>		
Administrative Fees		
Administrative/Refund Fee	10% of total fee paid; minimum \$10.00 charge	10% of total fee paid; minimum \$10.00 charge
Non-Resident Program or Event Participation Fee	\$30 per person per registration	\$30 per person per registration
Parks, Picnic Areas, Fields, and Facilities		
Fenimore Woods Pavilion Rental	\$75 Resident \$150 Non-resident/Companies	\$75 Resident \$150 Non-resident/Companies
Fenimore Woods Pavilion Rental/Restroom Facility Key Replacement Fee	\$15 per key	\$15 per key
Fenimore Woods Pavilion Rental/Picnic: Sports Kit Rental	\$25 per kit	\$25 per kit
Picnic / Court / Park Area Rental	\$55 Resident \$75 Non-resident/Companies	\$55 Resident \$75 Non-resident/Companies
Adult Softball / Soccer Field Permit	n/a	n/a
Field Permitting Fee/to cover the one-time permitting costs for athletic fields	\$60 per field / per usage / one-time usage fee	\$60 per field / per usage / one-time usage fee

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Adult Softball / Soccer Field Permit	n/a	n/a
Adult League Team Field Permit (Softball, Soccer, Baseball, etc.) [The above fee applies to programs that utilize both Township fields and School District Fields]	\$100 per season/not to exceed 10-week period	\$100 per season/not to exceed 10-week period
Adult League Team Field Permit (Softball, Soccer, Baseball, etc.) [The above fee applies to all new requests with full seasonal usage at Township fields]	\$275 per season/not to exceed 10-week period	\$275 per season/not to exceed 10-week period
Field Permitting Fee – For Profit /Restricted Groups, Private Educational Institutions, Organizations or Programs [These fees do not apply to Radnor Community Youth Sports Organizations that include Radnor Soccer Club, Radnor Wayne Little League and Radnor Girls/Boys Lacrosse. [It is proposed that exceptions for this fee will consist of Radnor Township Restricted Groups, Private Educational Institutions, Organizations or Programs that provide the Township with the equivalent usage of its facility. These occurrences will be documented and provided to the Parks Board & BOC as they are recommended.]	\$15 per person per season (not to exceed 10-week period)	\$15 per person per season (not to exceed 10-week period)
Radnor Memorial Park Turf Field Permit Fee: [Fee was developed and structured within the Radnor Memorial Turf/Agnes Irwin School Lease Agreement.]	n/a	n/a
<ul style="list-style-type: none"> • Radnor Residents / Radnor Non-Profit Organizations and Groups • Private Educational Institutions, Organizations, or Programs • For-Profit Businesses or Non-Resident Groups Radnor Memorial Park Turf Field Lights Fee	\$60 per usage/one-time usage fee \$75 per hour \$150 per hour New in 2014	\$60 per usage/one-time usage fee \$75 per hour \$150 per hour \$18 per hour

Fee Change Narrative: This fee is being recommended due to the recent installation of the turf field lights at Radnor Memorial Park where the direct costs of operation are borne by the Township. The fee of \$18 per hour will cover these costs along with defraying the administration and scheduling of the lights.

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Advertising Fees (not applicable to the Township Newsletter)		
Business Card Advertising in Brochure	\$200 per advertisement	\$200 per advertisement
Single Edition Publication - Business Card Advertising in Township/Department Publication for Commercial Business	\$225 per advertisement	\$225 per advertisement
Single Edition Publication - ¼ page Advertising in Township/Department Publication for Commercial Business	\$450 per advertisement	\$450 per advertisement
Single Edition Publication - ½ page Advertising in Township/Department Publication for Commercial Business	\$650 per advertisement	\$650 per advertisement
Single Edition - Full page Advertising in Township/Department Publication for Commercial Business (does not include inside front or back cover)	\$950 per advertisement	\$950 per advertisement
License Fee Advertising Banner for Encke Fields	\$2,000 per field	\$2,000 per field
Willows Fees		
Friday Rental	\$2,925 (Resident) \$3,900 (Non-Resident)	\$2,925 (Resident) \$3,900 (Non-Resident)
Friday Rental (January / February)	\$1,500 (Resident) \$2,000 (Non-Resident)	\$1,500 (Resident) \$2,000 (Non-Resident)
Saturday Rental	\$3,225 (Resident) \$4,300 (Non-Resident)	\$3,225 (Resident) \$4,300 (Non-Resident)
Saturday Rental (January / February)	\$1,575 (Resident) \$2,100 (Non-Resident)	\$1,575 (Resident) \$2,100 (Non-Resident)
Sunday Rental	\$2,925 (Resident) \$3,900 (Non-Resident)	\$2,925 (Resident) \$3,900 (Non-Resident)
Sunday Rental (January / February)	\$1,500 (Resident) \$2,000 (Non-Resident)	\$1,500 (Resident) \$2,000 (Non-Resident)
Additional Hour (Friday, Saturday and Sunday Only)	\$500 per hour	\$500 per hour
* Rates for Friday, Saturday and Sunday are based on 5 hours of usage		

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Weekday (Monday – Thursday) Rental	\$900 (Resident) \$1,200 (Non-Resident)	\$900 (Resident) \$1,200 (Non-Resident)
Weekday (Monday – Thursday*) Rental : Non-Profit Rate – [*Non-Profit rentals are extended to Monday – Sunday at the discretion of the Recreation Department and are within 90 days of booking date]	\$500 (Resident) \$600 (Non-Resident)	\$500 (Resident) \$600 (Non-Resident)
Additional Hour (Weekday/ Monday – Thursday Rental)	\$100 per hour	\$100 per hour
* Rates for Weekday (Monday – Thursday Rentals) are based on 4 hours of usage		
Caterer Fee (\$150 set-up plus \$200 kitchen use)	\$350 per event	\$350 per event
Photo Permit for Mansion / Park / Grounds (Non-Resident)	\$75 per hour	\$75 per hour
Weekday (Monday – Thursday) Corporate Meeting Fee (Resident or Non-Resident)	\$500 full day (8am – 4 pm)	\$500 full day (8am – 4 pm)
Weekday (Monday – Thursday) Corporate Meeting Fee (Resident or Non-Resident)	\$250 half day (8am – 12pm)	\$250 half day (8am – 12pm)
Radnor Activity Center (RAC) at Sulpizio Gym Permit Usage Fees		
Group 1 - Community service and/or recreation groups which are comprised of or serve the citizens of Radnor Township. Civic clubs, charitable organizations, youth sports associations and other organizations of like character, not for profit and devoted to community interest.		
Group 1: Full Gym per hour	\$50.00 (Resident) \$90.00 (Non-Resident)	\$50.00 (Resident) \$90.00 (Non-Resident)
Group 2 - Non-civic business groups operating for the benefit or profit of a restricted group.		
Group 2: Full Gym per hour	\$100.00 (Resident) \$150.00 (Non-Resident)	\$100.00 (Resident) \$150.00 (Non-Resident)
Birthday Party – 2 hour party with event supervisor	\$240.00 (Resident) \$300.00 (Non-Resident)	\$275.00 (Resident) \$305.00 (Non-Resident)
RAC – Room Add-on Fee to Gym Rental	\$25.00 flat fee	\$25.00 flat fee
RAC – Room Rental / No Gym	\$35.00 per hour	\$35.00 per hour

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
POLICE DEPARTMENT		
Alarm Registration Fee	\$100.00	\$100.00
Accident Report Fee	\$15.00	\$15.00
Fingerprinting Fee	\$20.00 first card,\$10.00 for additional card	\$30.00 first card,\$20.00 for additional card
Picture Fee	\$30.00 each	\$30.00 each
Incident Report Fee	As allowed per PA Right to Know	As allowed per PA Right to Know
Parking Permit Fee – Residential Permits <small>(Discounted fee for residents over the age of 65 was added via Resolution 2014-08 adopted on January 28, 2014) <small>(The amendment allowing Volunteer Emergency Responders to receive permits at no charge was incorporated via Resolution 2014-45 adopted April 28, 2014)</small></small>	\$10.00 Residents /\$25.00 Non-Res. \$5.00 Temporary n/a (Res over 65 Years of Age)	\$25.00 Res. / \$75.00 Non-Res \$5.00 Temporary Parking Per Day \$10.00 Res over 65 Years of age No Charge for Volunteer Emergency Responders
Peddling & Soliciting Fee	\$100.00	\$110.00
Police Protection / Extra Duty Fee	Patrol Overtime Rate plus 70% of overtime wages paid	Patrol Overtime Rate plus 70% of overtime wages paid
Police Vehicle at location Fee (owner request)	\$25.00 /hour / vehicle	\$25.00 /hour / vehicle
Video Tape/DVD Fee	\$75.00 /copy	\$75.00 /copy
Records Check Fee	\$30.00 written, \$15.00 verbal	\$30.00 written, \$15.00 verbal
Police Service Fee (Notarized letter)	\$45.00 /service	\$45.00 /service
Expungement Letter Fee	\$100.00	\$100.00
Meter Bag Fee	\$10.00 /day /meter	\$10.00 /day /meter

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 v4 Ordinance 2013-24 [As Amended]
 For the Year Ending December 31, 2014

Fee Description	2013	2014
Fines		
False Alarms	\$70.00 – 2 nd Occurrence \$140.00 3 rd or More Occurrences	\$70.00 – 2 nd Occurrence \$140.00 3 rd or More Occurrences
Parking Meter Fine	\$15.00 plus \$25.00 for late payments	\$20.00 plus \$25.00 for late payments
School Crossing Guards	\$16.25 / hour	\$16.25 / hour
Fee Change Narrative: Increase civilian fingerprint service: \$30.00 first card \$20.00 for each additional card. – Assist with the cost to off-set the New LiveScan fingerprint Instrumentation; Increase Peddling and Solicitation fee to \$110.00. Assist with off-set cost of New LiveScan fingerprint Instrument; and Increase Non-Resident Parking Permit Fee to \$30.00. Assist with the off-set cost of printing and issuing tickets for permit violations.		

PUBLIC WORKS DEPARTMENT		
Delaware County Solid Waste Fee	\$36.00 per home Suspended in 2013	\$36.00 per home Suspended in 2014
Road Opening Permit	\$150.00 / 100 ft. cut.	\$150.00 / 100 ft. cut.
Bulk Trash Collection	\$25 < 5 items or 150 lbs total weight +\$25 each additional 5 items +\$25 each item over 150 lbs +\$10 each item with Freon +\$5 each item with propane	\$25 < 5 items or 150 lbs total weight +\$25 each additional 5 items +\$25 each item over 150 lbs +\$10 each item with Freon +\$5 each item with propane
Recycling Can Fee	\$20.00 per can	\$20.00 per can
Rear Yard Trash Collection Fee – single and multi-family units with less than 9 attached units (The 20% increase is a result of the RFP that was advertised by the Township)	\$420.00 per house per year	\$420.00 per house per year
Rear Yard Trash Collection Fee – Nine (+9) attached units (must have 100% participation for all connected units for discount), again the 20% increase is to stay consistent with the 20% increase of the full rear yard collection rate)	\$240.00 per unit per year	\$240.00 per unit per year
Dumpster	\$75.00 + \$10.00 per day	\$75.00 + \$10.00 per day

Radnor Township, PA
Consolidated Fee Schedule – Chapter 162 Fees
v4 Ordinance 2013-24 [As Amended]
For the Year Ending December 31, 2014

Fee Description	2013	2014
Utility Pole	\$50.00	\$50.00
Special Event Personnel	\$75.00 per hour	\$75.00 per hour
Fee Change Narrative: n/a		

The remainder of this page was left blank intentionally

Radnor Township, PA
Consolidated Fee Schedule – Chapter 162 Fees
v4 Ordinance 2013-24 [As Amended]
For the Year Ending December 31, 2014

APPENDIX A

Professional Services Hourly Rates

Radnor Township, PA
Consolidated Fee Schedule – Chapter 162 Fees
v4 Ordinance 2013-24 [As Amended]
For the Year Ending December 31, 2014

Hourly Rates for Township Staff

Engineering	\$150.00
Community Development Director	\$80.00
Planner	\$65.00
Recreational Programming Director	\$80.00
Information Technology	\$50.00

Hourly Rates for Outside Professional Services

Zoning Administration	\$90.00
Building Construction (Commercial & Residential)	\$65.00
Plan Review Services (Commercial & Residential)	\$75.00
Plumbing Construction Inspection (Commercial & Residential)	\$65.00
Mechanical Construction Inspection (Commercial & Residential)	\$65.00
Administrative Support	\$50.00
Code Enforcement Services – Miscellaneous (not associated with Act 45)	\$65.00
Fire Marshal Services	\$65.00
Fire Inspection Administration	
Property Maintenance / Apartment Inspections	
Code Legislation Support Services (preparing new Ordinances, as requested)	\$90.00
Expert Testimony (other than Zoning Hearing Board where the Township has designated an outside inspection firm as the Zoning Officer / Administrator)	\$95.00
Landscape Architecture Services	\$95.00

Hourly Rates for Legal Fees

Real Estate	
Includes all real estate, subdivision and land development matter arising from formal applications filed with the Township.	\$175.00