

AGENDA
BOARD OF COMMISSIONERS
Tuesday, January 3, 2017
(Immediately Following the Reorganization Meeting)

Call to Order

Notice of Executive Session on January 3, 2017

1. Consent Agenda

- a) Approval of Board of Commissioners meeting minutes of December 12, 2016 and December 19, 2016
- b) Staff Traffic Committee Meeting Minutes - December 21, 2016
- c) Disbursement Review and Approval: 2016-12B, 2016-12C, 2016-12D, 2016-12E
- d) Resolution #2017-02 - Binding Workers Compensation insurance coverage for 2017 at a price of \$510,675

2. Public Participation

3. Committee Reports

PUBLIC WORKS & ENGINEERING

- A. Resolution #2017-01 - Authorizing Gilmore & Associates to Provide Survey, Traffic Design, and Permitting Services for the Poplar, Station, West, and North Wayne Avenues' Pedestrian Improvement Project
- B. Stormwater Management Advisory Committee Input for the Proposed Stormwater Ordinance Revisions

FINANCE & AUDIT

- C. Ordinance #2016-16 - (*Adoption*) Adopting the Consolidated Fee Schedule for the Township, Effective January 1, 2017
- D. Resolution #2017-03 - Establishing the project priorities for CARFAC to work on in 2017

PUBLIC SAFETY

PERSONNEL & ADMINISTRATION

COMMUNITY DEVELOPMENT

PUBLIC HEALTH

PARKS & RECREATION

LIBRARY

Old Business

New Business

- Discussion of Cameras at Brookside Trail Entrance – Commissioner Luke Clark

Public Participation

Adjournment

TOWNSHIP OF RADNOR
Minutes of the Meeting of December 12, 2016

The Radnor Township Board of Commissioners met at approximately 6:30 PM in the Radnorshire Room in the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087

Commissioners Present

Philip Ahr, President Luke Clark, Vice President Donald Curley John Nagle
Richard F. Booker James C. Higgins Elaine Schaefer

Also Present: Robert A. Zienkowski, Township Manager; John Rice, Township Solicitor; William White, Finance Director; Steve Norcini, Director of Public Works; William Colarulo, Superintendent of Police; Kevin Kochanski, Director of Community Development; Tammy Cohen, Director of Community Programming & Recreation; Roger Philips, Township Engineer; Amy Kaminski, Traffic Engineer and Jennifer DeStefano, Executive Assistant to the Township Manager.

President Ahr called the meeting to order and led the assembly in the Pledge of Allegiance

Notice of Executive Session on December 12, 2016

All commissioners were in attendance at the December 12, 2016 Executive Session where matters of real estate, personnel and litigation were discussed.

Commissioner Ahr announced that Item B on the agenda will be removed from the agenda tonight.

1. Consent Agenda

- a) Disbursement Review and Approval: 2016-11C, 2016-11D, 2016-12A
- b) Approval of Board of Commissioners meeting minutes of November 14, 2016 and November 21, 2016
- c) Approval of Business Tax Settlement BPT-2016-01 in the amount of \$975,000
- d) Resolution #2016-118 - Authorization to Award the Gasoline and Diesel Fuel Contracts

Commissioner Schaefer made a motion, seconded by Commissioner Clark. Motion passed 7-0.

1. Commendation for Life Saving Award – Radnor Township Police Department

Superintendent Colarulo, Commissioner Ahr and Lieutenant Block presented Sergeant Pinto, Officer Cieslinski and Officer Patterson with a commendation for a Life Saving event which occurred on November 30, 2016.

Mr. Zienkowski presented Commissioner Ahr with the Certificate of Achievement for Excellence in Financial Reporting has been awarded to Township of Radnor by the Government Finance Officers Association of the United States and Canada (GFOA) for its 2015 Comprehensive Annual Financial Report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. Mr. Zienkowski and Commissioner Ahr acknowledged Mr. White, Finance Director and his entire department for the well-deserved award.

2. Public Participation

Jane Galli, Barcladen – She gave an update on the December 1, 2016 Villanova CARE meeting.

Toni Bailey – She commented in regards to Air Quality around the Villanova project.

Dan Sherry – He spoke in regards to the upcoming Board reorganization.

Bob Madonna, President Surrey Services – He spoke in regards to the services that they offer to residents in Radnor Township.

3. Committee Reports

PERSONNEL & ADMINISTRATION

A. Ordinance #2016-11 – (Adoption) - Amending Section 5-70, Civil Service Provisions, Of Chapter 8 Of The Radnor Township Rules and Regulations

Commissioner Nagle made a motion to adopt ordinance #2016-11, seconded by Commissioner Higgins. Motion passed 6-1 with Commissioner Booker opposed.

~~B. Motion to Authorize an Additional \$15,000 to Cohen Law Group for the Negotiations of the Cable Franchise Agreements~~

Removed from the Agenda.

COMMUNITY DEVELOPMENT

C. Resolution #2016-120 – Appointing a Member to the Radnor Township Rental Housing Appeals Board to Fill the Remainder of an Unexpired Term Left by a Recent Vacancy

Commissioner Curley made a motion to approve, seconded by Commissioner Schaefer. Motion passed 7-0.

PUBLIC WORKS & ENGINEERING

D. Resolution #2016-121 - SALDO Application #2016-SD-12 - Final – Minor Final Subdivision Plan – 824-828 Mill Road

Mr. Robinson, Engineer for the applicant was present for any questions. There was a brief discussion amongst the Commissioners and staff.

Commissioner Higgins made a motion to approve, seconded by Commissioner Clark. Motion passed 6-1 with Commissioner Booker opposed.

Commissioner Higgins discussed a proposed sidewalk project from Iron Works Way to Chamounix Road which was discussed and a motion passed at the October 10, 2016 Board of Commissioners meeting. There is a multimodal transportation fund grant from the Pennsylvania Department of Transportation for Pedestrian Improvements along Lancaster Avenue between Iron Works Way and the Crestwood Apartment Complex. There was a discussion which followed by the Commissioners in regards to the project and funding.

FINANCE & AUDIT

E. Ordinance #2016-15 - (Adoption) Adoption of the final comprehensive budget for 2017 which includes appropriations for 2017, the Five-Year Capital Plan and Five-Year Forecast, and establishing the Township Real Estate Tax and Sanitary Sewer Rates for 2017

Mr. White commented gave a brief background on the 2017 Budget. There was a discussion amongst the Commissioners.

Commissioner Schaefer made a motion to approve, seconded by Commissioner Ahr. Motion passed 4-3 with Commissioners Booker, Clark and Curley opposed.

F. Resolution #2016-122 - Establishing the Wage and Salary Schedule for 2017

Commissioner Ahr made a motion to approve, seconded by Commissioner Schaefer. Motion passed 7-0

G. Resolution #2016-123 - Allocating the December 31, 2015 Excess Fund Balance

Commissioner Ahr made a motion to approve, seconded by Commissioner Schaefer. Motion passed 7-0

H. Discussion of the 2017 CARFAC priorities

Mr. White reviewed the below list of projects which were discussed at the November 16, 2016 CARFAC meeting. The list was developed during that meeting as a starting point, it is understood that the Board of Commissioners can add, subtract or amend the list as they CARFAC's view of its priorities for 2017:

1) Planning & Budgeting

- a. Continue our analysis of the Township's funding of its Capital Plan and Long-Term Liabilities, to include how Radnor compares to other municipalities, to help the Board determine appropriate funding and the most suitable rate of return for use in calculating the Municipality's Minimum Obligation (MMO). Continue to update, refine, and design additional uses of the five-year planning model.
- b. With respect to Payments in Lieu of Taxes (PILOT), research what has been done by other governments, what is possible, and how the Board might meet with more success in negotiating with local non-profits. Determine the costs of serving non-profits in Radnor.
- c. Develop a comprehensive set of financial metrics to assist the Commissioners in their management of the Township's finances.
- d. Continue to refine, update and publish the Stakeholder's Financial Summary Report annually.
- e. Conclude our investigation of the benefits and costs of striving to improve the Township's credit rating with Moody's from Aa1 currently to AAA, provided the Board approves the payment for additional research by PFM required to do so; report to the Board.

2) Audit

- a. Oversee the Audit plan and process; interact with the public accounting firm's staff.
- b. Continue to work with Township staff and auditors to identify and address material weaknesses and significant deficiencies revealed in the audit process.
- c. Meet with the Board to present our findings, identify and report on Key Performance Indicators.
- d. Obtain the Board's approval and acceptance of the audit.
- e. Continue to work with Township staff to improve financial controls and processes.

3) Operations

- a. Continue to monitor and guide the implementation of the new administrative software solution for the Township.
- b. Review the Township's financial statements and unfunded liabilities quarterly; track key performance indicators; report to the Board annually or as needed.

There was an in depth discussion amongst the Commissioners, Township Solicitor and Staff in regards to how CARFAC meetings are conducted and whether they should be televised.

Public Comment

Sara Pilling – She commented in regards to how she would like to see the CARFAC meetings televised.

PUBLIC HEALTH

None

PUBLIC SAFETY

None

PARKS & RECREATION

Mr. Zienkowski commented that the Santa Delivery this past weekend was Huge success and thanked everyone who participated.

LIBRARY

Commissioner Ahr commented that there was a ground breaking ceremony this past weekend for the upcoming renovation project.

Old Business

None

New Business

Commissioner Schaefer commented that the Public Safety subcommittee will meet on Thursday, January 12 at 7:45 p.m. or immediately following the Parks Board meeting in the Radnorshire Room of the Radnor Township Building. The topic of discussion will be options for emergency communications in the Willows/Skunk Hollow Park.

Commissioners Clark commented that there will be an open house on January 9th to the discuss the Open House for Midland Avenue Sewer Project beginning at 6:00 PM.

Mr. Zienkowski asked for the Board to consider scheduling special meetings to discuss the capital plan prioritization and funding; Open Space Funding and Pension Plan Funding. He would like to have this on the agenda for January 3rd to discuss and set dates.

Public Participation

Danielle Kleiman – She wanted to thank the Board for their service and have some positive comments rather than always negative.

There being no further business, the meeting adjourned on a motion duly made and seconded.

*Respectfully submitted,
Jennifer DeStefano*

TOWNSHIP OF RADNOR
Minutes of the Meeting of December 19, 2016

The Radnor Township Board of Commissioners met at approximately 6:30 PM in the Radnorshire Room in the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087

Commissioners Present

Philip Ahr, President Luke Clark, Vice President Donald Curley John Nagle
Richard F. Booker James C. Higgins Elaine Schaefer

Also Present: Robert A. Zienkowski, Township Manager; Peter Nelson, Township Solicitor; Steve Norcini, Director of Public Works; William Colarulo, Superintendent of Police; Andrew Block, Lieutenant of Police; Christopher Flanagan, Lieutenant of Police; Kevin Kochanski, Director of Community Development; Tammy Cohen, Director of Community Programming & Recreation; Roger Philips, Township Engineer; Amy Kaminski, Traffic Engineer and Jennifer DeStefano, Executive Assistant to the Township Manager.

President Ahr called the meeting to order and led the assembly in the Pledge of Allegiance

Notice of Executive Session on December 19, 2016

All commissioners were in attendance with the exception of Commissioner Schaefer at the December 19, 2016 of real estate, personnel and litigation were discussed.

Commissioner Ahr commented that item B on the agenda is removed this evening.

1. Consent Agenda

a) Approval of Board of Commissioners meeting minutes of November 28, 2016

b) Acceptance of Department Monthly Reports

c) Resolution #2016-126 - Emergency Repair to the Castlefinn Lane Culvert

d) HARB:

- HARB-2016-20 – 214 Poplar Avenue – Demolition of existing rear porch and deck, portion of rear wall and roof, and all vinyl windows. Construction of 2 ½ story rear addition with 2nd floor balcony. Window replacement throughout, interior alterations; exterior repairs as necessary.
- HARB-2016-21 – 129 Walnut Avenue – Expand living space below existing rear porch areas. Remove and replace existing upper siding with hardie shingle siding. Match existing details (including historic “flare” detail). New Marvin Windows at kitchen to match existing. Replace trim at siding areas. Replace lap siding at lower areas with hardie lap siding. Replace front porch stairs and guard rail, floor and ceiling.

Commissioner Ahr made a motion to approve, seconded by Commissioner Schaefer. Motion passed 7-0.

1. Recognition of Local Radnor Township Business - Ciro Iannota & Sons Expert Shoe Repair

Commissioner John Nagle presented Mr. Iannota with a plaque for 96 years of Business in Radnor Township.

2. Recognition of Years of Service to Paul Bazik

Mr. Zienkowski, Township Manager presented Paul Bazik, Public Works Superintendent with a Certificate of Appreciation for his 36 years of service to Radnor Township. Mr. Norcini, Director of Public Works and Engineering as well as Mr. Bill Cassidy, Public Works Field Leader also said a few words in recognition of Paul Bazik’s years of service.

3. Recognition of Community Members

Superintendent of Police, Bill Colarulo presented a resident with a Resident Commendation for diligent work in regards to an incident which led to multiple arrests.

Tammy Cohen, Director of Recreation and Community Programming and Bob Zienkowski, Township Manager presented Katrina Ogliby and Sara Pilling with Certificates of Appreciation for their contributions at Skunk Hollow Community Garden.

Bob Zienkowski presented Marty Costello a Certificate of Appreciation for all of his hard work in the Township and work with keep the memory alive of all of the Veterans present past and future in Radnor Township.

4. Public Participation

Commissioner Ahr commented in regards to a lighting site visit which was conducted at Villanova University during the last Villanova CARE meeting.

Jane Galli, Barcladen Road – She commented in regards to a site visit which was conducted at Villanova University with the VU Care Group.

Roberta Winters – She thanked the Board of Commissioners and staff for acknowledging the residents earlier this evening.

Jim Yannopolus, Braxton Road – He commented in regards to a lighting site visit at Villanova University with the VU Care Group in which he was asked to leave.

Commissioner Booker, Commissioner Curley and Commissioner Higgins commented in regards to the lighting site visit at Villanova University as well.

5. Committee Reports

PUBLIC SAFETY

A. Resolution #2016-124 - Radnor Township Police Chaplain Program

Commissioner Ahr made a motion to approve, seconded by Commissioner Nagle.

Lieutenant Flanagan briefly explained that the Police Chaplain Program is a Police Chaplain Corps Program establishes a pool of resources to provide emotional support and spiritual guidance for the members of the Police Department and their families, as well as the community during and/or following crisis situations. Providing a holistic approach to emotional health, Police Chaplains are professional, integral members of many public safety organizations. There was a brief discussion amongst the Commissioners and Staff in regards to the proposed Chaplain Program.

Commissioner Ahr called the vote, motion passed 7-0.

PERSONNEL & ADMINISTRATION

~~B. Appointment of Special Council to the Board of Ethics~~

Removed from the Agenda.

C. Discussion and Approval of Pennsylvania Redevelopment Assistance of Capital Programs Requests

Mr. Zienkowski Commented that he received an email from Senator Leach's office in regards to the Redevelopment Assistance Capital Program as well as background information pertaining to the program. Himself and Staff would like to recommend the following projects to be submitted under this program.

<u>Public Improvement</u>	<u>Total Grant Request</u>
SR30 Sidewalk Improvement Project (Between Barleycone and Radnor House Place on the South Side)	\$600,000.00
Radnor Township Police Evidence Room Physical Storage System and Forensic Analysis Desk and Work Station	\$101,890.00
Radnor Police Firearms Simulator Project	\$ 237,254.00
<u>Flood Control</u>	<u>Total Grant Request</u>
Fenimore Pond, Culvert, Stream Corridor Project	\$2,026,500.00
Maplewood/Odorisio Park Outfall Project	\$347,000.00
South Wayne Area Stormwater Project	\$3,500,000.00

There was a discussion amongst the Commissioners and Staff in regards to above proposed projects. There was a sense of the Board to pursue the projects which have already been included in the Township Capital Plan.

Commissioner Ahr made a motion to accept the above with the following projects: SR30 Sidewalk Improvement Project and N. Wayne Sidewalk Project with no match from the Township and the Maplewood/Odorisio Park Outfall Project with a 50% match from the Township; seconded by Commissioner Schaefer.

Public Comment

Sara Pilling, Garrett Avenue – She commented in regards to her support of the proposed Sidewalk project on SR30 sidewalk improvement project.

Commissioner Ahr called the vote, motion passed 6-1 with Commissioner Booker opposed.

PUBLIC WORKS & ENGINEERING

D. Resolution #2016-125 - Authorizing The Multimodal Transportation Fund Grant Application for the North Side of Lancaster Avenue, Between Crestwood Apartment Complex and Iron Works Way
Commissioner Higgins made a motion to approve, seconded by Commissioner Schaefer.

There was a discussion amongst the Commissioners and staff in regards to the above project and the funding source for it as this project was not included in the Budget.

Public Comment

Jane Galli, Barcladen Road – She commented in regards to her support of the project.

Roberta Winters, Williams Road – She spoke in regards to her support of the grant application.

Helen Gleason, Iron Works Way – She commented in regards to her support of the grant application and project.

Mary Benson, Iron Works Way – She commented in regards to her support of the grant application and project.

Commissioner Ahr called the vote, motion passed 5-2 with Commissioners Booker and Curley opposed.

COMMUNITY DEVELOPMENT

None

FINANCE & AUDIT

None

PUBLIC HEALTH

None

PARKS & RECREATION

None

LIBRARY

None

Old Business

None

New Business

None

Public Participation

Jim Yannopolus, Braxton Road – He spoke in regards to the VU CARE Committee as well as suggested reorganizing the seating arrangements for the VU Care meetings.

Roberta Winters, President League of Women Voters – She made a few comments in regards to the 2017 Townships Budget.

There being no further business, the meeting adjourned on a motion duly made and seconded.

*Respectfully submitted,
Jennifer DeStefano*

**RADNOR TOWNSHIP POLICE DEPARTMENT
301 Iven Avenue
Wayne, Pennsylvania 19087-5297
(610) 688-0503 ☎ Fax (610) 688-1238**

**William A. Colarulo
Police Superintendent**

TO: A Staff Traffic Committee Meeting was held on December 21, 2016 and was attended by Lieutenant Andrew Block, Officer Alex Janoski, Highway Patrol, Officer Raymond Matus, Highway Patrol; Commissioner John Nagle; Vera DiMaio, Administrative Assistant, and Radnor Residents.

FROM: William A. Colarulo

**RE: STAFF TRAFFIC COMMITTEE MEETING HELD IN THE POLICE ROLL CALL ROOM,
WEDNESDAY, DECEMBER 21, 2016, 10:00 AM.**

NEW BUSINESS:

1. Pamela Duke is requesting a handicap parking space be placed at her residence at 218 Rockingham Road.

Staff Traffic Committee recommends the establishment of the handicap parking space in front of 218 Rockingham Road. Mrs. Duke does not have a driveway at her residence and has submitted the required paperwork for this request. Staff Traffic Committee recommends drafting an ordinance establishing this handicap parking space.

2. Morgan Beever requests traffic calming on Upper Gulph Road between King of Prussia Road and Pine Tree Road. He also requests that stop bar lines be painted at the stop sign on Upper Gulph Road at Pine Tree Road.

Highway Patrol conducted an automated traffic count on Upper Gulph Road between King of Prussia Road and Pine Tree Road. The results of the traffic count yielded the following information: Average Daily Traffic of 2,671 vehicles per day and an 85th percentile speed of 37 MPH. The data indicates that this section of Upper Gulph Road qualifies for traffic calming under Radnor Township Code. Mr. Beever will be provided with a traffic calming petition for Upper Gulph Road. Once the petition is completed it will be reviewed at the next Staff Traffic Committee meeting. Staff Traffic Committee recommends that Radnor Public Works Department paint stop bars on Upper Gulph Road at Pine Tree Road in the spring of 2017 to further define this intersection.

3. Anthony Valente is requesting parking on one side of Radnor Avenue.

This item was tabled at Mr. Valente's request and will be discussed at the next Staff Traffic Committee meeting.

4. Josselyn Delussey requests a speed study in the 300 Block of Bryn Mawr Avenue.

Staff Traffic Committee recommends that PennDot conduct a speed and road hazard study relating to Bryn Mawr Avenue between County Line Road and Mill Road. Staff Traffic Committee recommends speed enforcement on this section of Bryn Mawr Avenue.

5. Shawn Gauby requests that the handicap parking space in front of 143 Lowrys Lane be removed.

Staff Traffic Committee advises that the previous homeowner moved from this residence. The new homeowner, Mr. Gauby, is not in need of the handicap parking space. Staff Traffic Committee recommends rescinding the ordinance at this location and the removal of the same.

6. Tom Hipp, of Saint David's Church, requests that a 15 MPH School Zone be established in the 700 Block of Valley Forge Road.

Mr. Hipp requests that a 15 MPH School Zone be established at the above location as the Saint David's nursery school is located at 765 S. Valley Forge Road. Mr. Hipp advised that the church is consulting with a traffic engineering firm and will report these results at a future Staff Traffic Committee Meeting. Staff Traffic Committee advised Mr. Hipp that Saint David's Church would bore the cost of the traffic study and, if approved, the installation of the traffic control device.

7. Carolyn Lofgren requests "No Turn on Red" signs be installed on Mill Road at Bryn Mawr Avenue due to poor sight distance and accidents.

Staff Traffic Committee recommends that PennDot amend the traffic signal permit to install the "No Turn on Red" Signs on Mill Road at Bryn Mawr Avenue and approves the same.

OLD BUSINESS:

1. Phyllis Connor of Hardwicke Lane is requesting speed bumps be installed on Hardwicke Lane.

Staff Traffic Committee recommends that 25 MPH speed limit signs be installed on Hardwicke Lane, Comrie Drive, Woodstock Road in accordance with the Manual of Uniform Traffic Control Devices.

RADNOR TOWNSHIP
DISBURSEMENTS SUMMARY
Month Day 2016

The table below summarizes the amount of disbursements made since the last public meeting held on October 12, 2016. As approved by the Board, the Administration is now making weekly accounts payable disbursement batches and publishing those lists on the Township's web site at the following link. Please refer to those files for a detailed listing of the amounts paid by vendor by account code.

Link: <http://radnor.com/728/Disbursements-List>

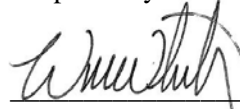
Fund (Fund Number)	2016-12B Dec 9, 2016	2016-12C Dec 13, 2016	2016-12D Dec 16, 2016	2016-12E Dec 23, 2016	Total
General Fund (01)	\$191,991.28	\$0.00	\$111,756.60	\$503,278.93	\$807,026.81
Sewer Fund (02)	1,108.83	589,758.65	26,314.38	11,099.59	628,281.45
Liquid Fuels Fund (03)	251,850.62	0.00	0.00	0.00	251,850.62
Storm Sewer Management (04)	4,300.00	0.00	8,644.80	57,204.79	70,149.59
Capital Improvement Fund (05)	104,375.34	0.00	0.00	132,011.16	236,386.50
Police Pension Fund (07)	4,554.00	0.00	0.00	0.00	4,554.00
OPEB Fund (08)	779.65	0.00	0.00	126,091.03	126,870.68
Civilian Pension Fund (11)	4,059.17	0.00	0.00	0.00	4,059.17
Investigation Fund (12)	213.48	0.00	0.00	0.00	213.48
\$8 Million Settlement Fund (18)	3,071.25	0.00	485.00	9,928.14	13,484.39
The Willows Fund (23)	49.70	0.00	0.00	459.35	509.05
Library Impr. Fund (500)	26,465.38	0.00	427.50	743.75	27,636.63
Total Accounts Payable Disbursements	\$592,818.70	\$589,758.65	\$147,628.28	\$840,816.74	\$2,171,022.37
<i>Electronic Disbursements</i>	n/a	n/a	n/a	n/a	971,000.00
Grand Total	\$592,818.70	\$589,758.65	\$147,628.28	\$840,816.74	\$3,142,022.37

In addition to the accounts payable checks, the Township also has various electronic payments including payroll, debt service, credit card purchases and fees as well as others from time to time. The attached table reflects all of the electronic payments made since the last public Board meeting as well as those anticipated prior to the next Board meeting.

The Administration has adopted various internal control and processing procedures to insure that amounts obligated are within the budgetary limits established by the Board of Commissioners. Those procedures are monitored on a daily basis by members of the Finance Department and responsible employees of the various departments. The amounts included in the table above have been scrutinized as part of the internal control and processing procedures and have obtained the required approvals prior to disbursement.

If you should have any questions, please contact the Finance Department.

Respectfully Submitted,




William M. White
Finance Director

ELECTRONICALLY PAID DISBURSEMENT LISTING

Estimated Through January 23, 2017

Description	Account No.	Date	Purpose	Amount
Credit Card Revenue Fees - Actual	01-Variou	Various	01/17 Credit Card Revenue Processing Fees	\$5,000.00
Payroll [Bi-Weekly] Transaction - Estimated	01-various	1/12/2017	Salaries and Payroll Taxes - General Fund	\$465,000.00
Payroll [Bi-Weekly] Transaction - Estimated	02-various	1/12/2017	Salaries and Payroll Taxes - Sewer Fund	\$17,500.00
Payroll [Bi-Weekly] Transaction - Estimated	17-various	1/12/2017	Salaries and Payroll Taxes - K-9 Fund	\$500.00
Payroll [Bi-Weekly] Transaction - Estimated	01-various	1/26/2017	Salaries and Payroll Taxes - General Fund	\$465,000.00
Payroll [Bi-Weekly] Transaction - Estimated	02-various	1/26/2017	Salaries and Payroll Taxes - Sewer Fund	\$17,500.00
Payroll [Bi-Weekly] Transaction - Estimated	17-various	1/26/2017	Salaries and Payroll Taxes - K-9 Fund	\$500.00
Period Total				\$971,000.00

Submitted:

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**RESOLUTION 2017-02
RADNOR TOWNSHIP**

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA. APPROVING WORKERS COMPENSATION INSURANCE COVERAGE BEGINNING JANUARY 1, 2017 THROUGH DECEMBER 31, 2017.

WHEREAS, the Township of Radnor is required to carry Workers' Compensation Insurance; and

WHEREAS, the Administration met with Arthur J. Gallagher & Co. (AJG), formerly Brokerage Professionals, Inc., to review the insurance premium renewal information and pricing, and

WHEREAS, in order to ensure that no interruption in coverage, the Township Manager has authorized the binder subject to the Board of Commissioner approval at the January 3, 2017 Regular Meeting.

NOW, THEREFORE, it is hereby *RESOLVED* that the Board of Commissioners of Radnor Township hereby authorizes the Township Manager to execute the coverage for the Workers Compensation Insurance for the period beginning January 1, 2017 through December 31, 2017 in the amount of \$510,675.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 3rd day of January, A.D., 2017.

RADNOR TOWNSHIP

By: _____
Name:
Title: President

ATTEST: _____
Robert A. Zienkowski,
Township Manager / Secretary


Radnor Township

PROPOSED LEGISLATION



DATE: December 19, 2016

TO: Board of Commissioners

FROM: William M. White, Finance Director 

LEGISLATION: A Resolution authorizing the Township Manager to bind coverage for Workers' Compensation Insurance for the period beginning January 1, 2017 through December 31, 2017.

LEGISLATIVE HISTORY: This is an annual renewal process whereby the administration works with Arthur J. Gallagher & Co. (AJG), formerly Brokerage Professionals Incorporated who solicits renewal coverage prices from multiple insurance providers and then reviews the best alternatives with the Township. The resolution is required giving the Township Manager authorization to bind coverage and pay the appropriate premium obligation.

PURPOSE AND EXPLANATION: The purpose of the legislation is to authorize the Township Manager to bind coverage for workers' compensation.

IMPLEMENTATION SCHEDULE: The coverage period runs concurrent with the calendar year. The Administration has been working with AJG to finalize the pricing prior to the December 31st 2016.

FISCAL IMPACT: The insurance coverage will cost the Township \$510,675 which will be paid in quarterly installments at the beginning of each quarter. Please see table below for summary of premium expense.

	2013 (Audited)	2014 (Audited)	2015 (Audited)	2016 (Unaudited)	2017
Township Portion	405,797	400,124	442,674	474,785	463,085
Fire Company Portion	19,693	44,550	45,528	44,446	47,590
Total Premium Paid	\$ 425,490	\$ 433,031	\$ 488,202	\$ 519,231	\$ 510,675

RECOMMENDED ACTION: The Administration respectfully requests the Board to approve this resolution at the January 3, 2017 meeting. Thank you.

Public Participation

RESOLUTION NO. 2017-01

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AUTHORIZING GILMORE & ASSOCIATES TO PROVIDE SURVEY, TRAFFIC DESIGN, AND PERMITTING SERVICES FOR THE POPLAR, STATION, WEST, AND NORTH WAYNE AVENUES' PEDESTRIAN IMPROVEMENT PROJECT

WHEREAS, the total cost of the project is \$254,857 and is being funded with \$140,737 in grant proceeds and \$114,120 in budgeted (2016) Township Capital Plan proceeds.

WHEREAS, a cost proposal was submitted by Gilmore & Associates to Provide Survey, Traffic Design, and Permitting Services for the Poplar, Station, West, and North Wayne Avenues' Pedestrian Improvement Project in the amount of \$62,000.

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby Authorize Gilmore & Associates to Provide Survey, Traffic Design, and Permitting Services for the Poplar, Station, West, and North Wayne Avenues' Pedestrian Improvement Project in the amount of \$62,000.

SO RESOLVED this 3rd Day of January, A.D., 2017

RADNOR TOWNSHIP

By: _____
Name:
Title: President

ATTEST: _____
Robert A. Zienkowski
Manager/Secretary

Radnor Township

PROPOSED MOTION

DATE: December 20, 2016

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Director of Public Works

CC: Robert A. Zienkowski, Township Manager
William M. White, Finance Director
Melissa Conn, Grant Coordinator

LEGISLATION: Resolution 2017-01: Authorizing Gilmore & Associates to Provide Survey, Traffic Design, and Permitting Services for the Poplar, Station, West, and North Wayne Avenues' Pedestrian Improvement Project.

LEGISLATIVE HISTORY: The Board of Commissioners approved Resolution # 2015-77, applying for a Multimodal Transportation Fund (MTF) Grant for the above referenced project on July 13th, 2015. In 2016, the Township received notification that the grant had been awarded.

PURPOSE AND EXPLANATION: The project entails improvements to the intersections of North Wayne Avenue with Poplar Avenue and Station Road. The improvements include upgrading existing ADA ramps, upgrading pedestrian signal heads and push buttons, and replacement of portions of the existing sidewalk. Gilmore & Associates submitted a cost proposal for the design work in the amount of \$62,000.

IMPLEMENTATION SCHEDULE: If approved by the Board of Commissioners, the professional services agreement will be executed by the Township Manager, and work would begin immediately.

FISCAL IMPACT: The Board of Commissioners budgeted \$114,120 for this project with the 2016 Capital Plan. As noted in the table below, the necessary funds are available to proceed with the project (with a positive variance of approximately \$7K).

	Awarded	Budgeted
Grant	\$147,634	\$140,737
Township	107,223	114,120
Total	\$254,857	\$254,857

RECOMMENDED ACTION: *I respectfully request the Board of Commissioners Authorize Gilmore & Associates to Provide Survey, Traffic Design, and Permitting Services for the Poplar, Station, West, and North Wayne Avenues' Pedestrian Improvement Project for the cost of \$62,000.*

MOVEMENT OF LEGISLATION: It is being requested the Board of Commissioners approve this motion to improve pedestrian safety and ADA accessibility at the intersections of North Wayne Avenue with Poplar Avenue and Station Road.



CONTRACT AGREEMENT

North Wayne Avenue and West Poplar Avenue
Pedestrian Improvements
Radnor Township, Delaware County, PA
File No. 15-07004.03

This is an Agreement, dated December 20, 2016 between Radnor Township, 301 Iven Avenue, Wayne, PA 19087-5297 Attn: Stephen F. Norcini, Director of Public Works (Client) and Gilmore & Associates, Inc., Amy B. Kaminski, P.E., PTOE (Engineer) as follows:

- 1. THE CLIENT INTENDS TO: Improve the intersections of North Wayne Avenue (SR 1046) with West Poplar Avenue and Station Road/West Ave. Improvements will include upgrading existing ADA ramps, pedestrian push buttons, pedestrian signal heads, and the replacement of the existing sidewalk..
2. GILMORE & ASSOCIATES, INC. agrees to perform the following services: See Exhibit "A".
3. Client agrees to pay GILMORE & ASSOCIATES, INC. as follows, subject to terms stated herein: See Exhibit "B".
4. Client and GILMORE & ASSOCIATES, INC. agree on the following schedule for the work: Gilmore & Associates, Inc. to proceed with services as set forth herein upon receipt of an executed Contract Agreement from Client.
5. This AGREEMENT shall include the STANDARD TERMS AND CONDITIONS as listed in Exhibit "C".

ACCEPTANCE AND EXECUTION OF THIS AGREEMENT:
(Void if not executed by both parties within 30 days of the date of the Agreement)

Client's Authorized Representative:

Print & Date

Authorized Signature

Accounts Payable Billing Address:

(G&A's preferred method of billing is to transmit an electronic invoice in PDF format. However, if an email is not available please provide a billing address below.)

Email Address

Phone Number

Address [] same as mailing address

Gilmore & Associates, Inc.'s Authorized Representative:

Print & Date

Authorized Signature

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65 E. Butler Avenue | Suite 100 | New Britain, PA 18901 | 215-345-4330 | 215-345-8606
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425 McFarlan Road | Suite 102 | Kennett Square, PA 19348 | 610-444-9006 | 610-444-7292
5100 Tilghman Street | Suite 150 | Allentown, PA 18104 | 610-366-8064 | 610-366-0433
One Penn Center at Suburban Station | 1617 JFK Boulevard | Suite 820 | Philadelphia, PA 19103 | 215-687-4246 | 215-564-1780
www.gilmore-assoc.com

EXHIBIT "A"

North Wayne Avenue and West Poplar Avenue

Pedestrian Improvements

Radnor Township, Delaware County, PA

File No. 15-07004.03

December 20, 2016

The intersections of North Wayne Avenue (SR 1046) with West Poplar Avenue and Station Road/West Avenue are to be improved in order to better accommodate Pedestrians. Improvements will include upgrading existing ADA ramps, pedestrian push buttons, pedestrian signal heads, and the replacement of the existing sidewalk on the east side of North Wayne between the intersections.

In support of this project, Gilmore & Associates, Inc. proposes the following **BASIC SERVICES**:

I. BASIC SERVICES

- A.** Surveying Services including easement descriptions
- B.** Traffic Design Services including HOP & signal permit plan coordination with PennDOT
- C.** Administrative Services (Pre- and Post-Construction)
- D.** SEPTA and PUC Coordination

These above listed **BASIC SERVICES** shall be understood to include the following:

A. Surveying Services

- 1. Topographic and physical feature locations for the following roadways:
 - i. Wayne Avenue (SR 1046) – From 200' south of Station Road to 200' north of Poplar Avenue for approximately 700' total.
 - ii. West Avenue – From the intersection with Wayne to 200' feet west of said intersection.
 - iii. Station Road – From the intersection with Wayne to 150' feet north of said intersection.
 - iv. Poplar Avenue – From the intersection with Wayne to 150' feet north of said intersection.
 - v. Detailed survey at the locations of no more than 10 curb ramps.

The width of survey data along these routes will be 100 feet centered on the approximate roadway centerline, or to the adjacent buildings or abutments, if closer.

- 2. PA One Call notification for design only.

3. Research and establish public road Rights-of-Way. Best establish the location of the public rights-of-way based on the physical and written evidence obtained. Station Road appears to be a on Amtrak property and therefore probably does not have a defined right of way for public use.
4. Best establish property parcel lines and/or use existing GIS parcel data supplemented by deed information. (Note: scope of work does not include performing boundary surveys for any parcels affected by this project.)
5. Compile the above information (and PA One Call utility plans obtained) into one base map to be used for engineering design.
6. Prepare legal descriptions and property plots of required easements for the Township's use in the acquisition process; assumes four signal easements will be required.

B. Traffic Design Services

1. Obtain Traffic Counts at the intersections of N. Wayne Avenue and Poplar and N. Wayne Avenue and Station Road/West Avenue. It is assumed a vehicular count will be conducted from 7:00AM to 7:00PM on a typical weekday at the intersection. The Police Department will be consulted for the day and time of counts. The counts will be conducted using video camera counter technology.
2. Attend one meeting with PennDOT and Township to discuss the DCED MTF grant.
3. Traffic Signal Capacity analysis for the AM and PM peak hour.
4. Prepare Traffic Signal plans, PennDOT Permitting and ADA plans and supporting documentation. The plans and documentation are anticipated to include the following:
 - a. Traffic Signal Permit Plan (1 Sheet)
 - b. Traffic Signal Construction Plan (1 Sheet)
 - c. Tabulation Sheet (1 Sheet)
 - d. PennDOT TE-672 Pedestrian Accommodation at Intersections Checklist to determine location of the ramps.
 - e. ADA plans and Detail Sheets (including ADA Curb Ramp designs/4 Sheets)
 - f. CS-4401 Forms; (8 curb ramps are assumed for the purpose of this scope).
 - g. Mylar for the approved Traffic Signal Permit Plan.
 - h. Pedestrian traffic signal clearance calculations worksheets.
 - i. Provide plans and documents for a PennDOT HOP based on the above scope of work. HOP Application is to include:
 - Cover Sheet
 - Index Sheet
 - Existing Features Plan
 - Construction Plan

- Signing and Pavement Marking Plan
 - A narrative for the Maintenance Protection of Traffic (MPT) utilizing PennDOT traffic control figures from PennDOT Publication 213. A detailed site specific Traffic Control Plan is not anticipated.
 - Grading Plan
 - Drainage Statement (It is assumed no drainage improvements will be required as part of this work due to the limited scope of improvements)
 - ADA Ramp Plans and details as listed in item e.
 - Complete HOP application and submit (assumes 2 resubmissions)
5. Coordinate and include the required PennDOT TE-160 Form and Traffic Signal Permit resolution will be prepared for Township approval and signature.
 6. Attend Traffic Signal Field Meetings: Assumes one pole spot with the Township and PennDOT attendance and two traffic signal turn on inspections for preliminary turn on and final turn on.

C. Administrative Services (Pre and Post Construction)

1. Provide Specifications/Bidding Documents for Radnor Township. These documents will be formatted to be compatible with PennBid and shall include contract documents provided and approved by Radnor Township.
2. Preparation of Opinion of Probable Construction Costs.
3. Assistance with the bidding process.
4. Attendance at one pre-bid meeting and one pre-construction meeting.
5. As-Built Survey and Plans (i.e., field-locating improvements and preparing as-built record plans).
6. As-Built Traffic Signal Plan (i.e., field-locating improvements and preparing as-built record plans).
7. Review and approval of shop drawings.
8. Responses to Requests for Information.

D. SEPTA and PUC Coordination

1. Coordination with SEPTA and the PUC. The extent of this effort is difficult to predict but is anticipated to include up to 2 meetings as well as plan modifications. A total of \$3,500 has been included for this task. If additional effort is required. It will be considered an out-of scope item.

II. CONDITIONS OF BASIC SERVICES

- A. The scope of **BASIC SERVICES** includes the preparation of the initial plan set and the preparation of two (2) sets of resubmissions to PennDOT if necessary per the review letter generated by the plan submissions unless otherwise specifically indicated above. The Township shall receive copies of the plan set for review prior to submission to PennDOT. Additional revisions required by the Township or another reviewing agency may require a change in scope of work, which will depend upon the extent of any additional comments.
- B. The scope of **BASIC SERVICES** is based on the 2015 Department of Community Economic Development (DCED) Multi-Modal Transportation Fund (MTF) Grant Program Application. Should the scope of the project deviate significantly from the stated elements, a Contract Agreement Change Order may be necessary for additional services outside the scope of services as described above.
- C. The scope of **BASIC SERVICES** does not include the preparation of Alternative Bids items. Alternative Bids required by the Township may require a change in scope of work, which will depend upon the extent of services to be provide for each Alternative item.
- D. The scope of **BASIC SERVICES** does not include construction support services such as attendance at construction meetings,, addressing field changes, or construction stakeout unless as indicated in Section 1 .
- E. The scope of **BASIC SERVICES** does not include the preparation of an application for a Pennsylvania Department of Environmental Protection (PADEP) "NPDES Permit for Stormwater Discharges Associated with Construction Activities." A NPDES permit is not anticipated for this project.
- F. The scope of **BASIC SERVICES** assumes that no additional regulatory agency permits will be required outside of PennDOT, Radnor Township, the Pennsylvania Public Utilities Commission (PUC), and SEPTA regarding the approval process.
- G. It is assumed that no additional traffic counts (other than the traffic counts identified above in Section I B.1) will be necessary.
- H. The scope of **BASIC SERVICES** does not include the right-of-way or easement acquisition process from the property owners except as indicated in A.7. above. If right-of-way or easement acquisition is required, a separate contract will be provided.
- I. The scope of **BASIC SERVICES** does not include stormwater management design services. There are not significant roadway surface improvements related to this project and stormwater-related design services are not anticipated for this project.
- J. The scope of **BASIC SERVICES** does not include coordination with the property owners in regards to obtaining permission and making the separate PennDOT HOP applications, if required. It is assumed that these applications will be performed by the Client and/or Owner.

- K. The scope of **BASIC SERVICES** does not include design of existing roadway improvements (i.e., shoulder improvements, lane widening, roadside swale improvements, etc.) outside of those specifically listed above.
- L. It is assumed that the project will be consistent with the provisions of the Municipality's Zoning Ordinance. As such, pursuit of zoning variances and supporting documentation are beyond the scope of **BASIC SERVICES**.
- M. Meeting attendance outside those specified in the scope of **BASIC SERVICES** will be billed as an out-of-scope service at the hourly rate of the individual attending the meeting.
- N. The scope of **BASIC SERVICES** does not include preparation of a Wetland Study, Floodplain Analysis, Water, Hydrogeologic, Traffic Impact Study, Historical, Archaeological, Environmental Site Assessment or Community Impact Assessment.
- O. It is understood that the Client will be responsible for all permit applications and/or review fees required by outside agencies.
- P. Utility mapping is provided at Utility Quality Level C in conformance with ASCE standard 38-02 Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data. Utility Quality Level C information is obtained from existing records (One Call) and /or oral recollections as well as surveying and plotting visible above ground utility features. The survey information is correlated using professional judgment with PA One Call records and any oral recollections.
- Q. The Contractor is responsible for precise horizontal and vertical existing utility locations consistent with ASCE standard 38-02 Utility Quality Level A or B, a minimum of two weeks prior to construction to permit revisions to the plans if necessary. Notify the Engineer of any discrepancies in located utility line compared to design utility locations before proceeding with construction.
- R. Please note that the accessibility of the site features may be impacted by the presence of snow or ice. If these surveying services are performed during a period when the ground is snow covered, only site features and utility structures visible on the date of the field survey will be located. The survey plan will include a note that snow was present with a statement describing this limitation. Removing this note from the survey will require a later visit after the snow has melted which will be subject to a separate proposal.
- S. Construction stake-out or as-built services are not included except those noted in section I.C.5 and I.C.6 above.
- T. Notifications to property owners of access for surveying are not included. It is assumed the client will do. This is necessary prior to commencing field work.

EXHIBIT "B"

North Wayne Avenue and West Poplar Avenue

Pedestrian Improvements

Radnor Township, Delaware County, PA

File No. 15-07004.03

December 20, 2016

The **FEES AND METHOD OF PAYMENT** for the services outlined in Exhibit "A" shall be as follows;

I. FEES AND METHOD OF PAYMENT

- A. The fee for providing the **BASIC SERVICES** as set forth herein shall be **\$62,000** and is based upon acceptance of this Contract Agreement within the next 30 days.

Gilmore & Associates, Inc. reserves the right to adjust the cost of these services in accordance with increases in company billing rates if this Contract Agreement is not accepted within 30 days. Further, it is noted that the Contract price set forth herein assumes the completion of all **BASIC SERVICES** outlined herein within 12 months from the date of an executed Contract Agreement. In the event the **BASIC SERVICES** outlined herein are not completed within 12 months from the date of the executed Contract Agreement, Gilmore & Associates, Inc. reserves the right to adjust the cost of the remaining services in accordance with increases in company billing rates.

In addition to the fee, the Client shall be responsible for miscellaneous costs (i.e. plan/document reproduction fees, postage, clerical, etc.) and attendance at meetings with regulatory agencies and the Client and/or his agents other than those specifically included in Exhibit A. Miscellaneous expenses will be billed in addition to the Contract amount and attendance at meetings will be billed based upon the hourly rate of those individuals attending said meetings.

- B. Fees for any services performed on this project which are not described in Exhibit "A" will require a Contract Agreement Change Order. The additional services will be described in the change order and the fee will be negotiated with the CLIENT and agreed to in writing by both parties prior to the commencement of said additional services.
- C. The standard terms and conditions attached hereto as Exhibit "C" shall be considered a part of this contract agreement.
- D. Method of Payment - Invoices shall be submitted on a monthly basis and are due upon receipt. Failure to receive payment within fifteen (15) days of the invoice date shall result in the ceasing of all services with regard to this project. Payment is due upon presentation of an invoice and is past due fifteen (15) days from invoice date. Client will be assessed a service charge of one and one-half (1-1/2) percent per month (18% per annum) or a fraction thereof on past due payments.

EXHIBIT C – GILMORE & ASSOCIATES, INC. - STANDARD TERMS AND CONDITIONS

1. DUTIES AND RESPONSIBILITIES

1.1 The Engineer (throughout these Terms and Conditions, Engineer shall include Gilmore & Associates, Inc. and its subconsultants) agrees to provide only those professional services specifically and expressly set forth in the Scope of Services portion of this Agreement. Unless specifically set forth in the Scope of Services, Engineer shall not provide any construction phase services including, but not limited to, the construction phase observation of any contractor's work. Under no circumstances shall Engineer have control over, or be in charge of, nor be responsible for, construction means, methods, techniques, sequences or procedures in connection with the work or for the contractor(s)'s safety programs or procedures at the site.

1.2 In the event that the Engineer and Client have not executed this Agreement, the Client's authorization to Engineer to proceed with the performance of the services set forth herein shall constitute acceptance by the Client of these Terms and Conditions.

2. UNDERGROUND UTILITIES AND STRUCTURES

2.1 Client agrees to advise Engineer in writing of known or suspected utilities or other underground structures or features which could affect the services to be provided and shall provide all drawings in its possession which identify underground utilities, structures or features.

2.2 Client agrees to release Engineer from any liability to Client and to hold Engineer harmless in accordance with Paragraph 11.1 where subterranean utility lines and other underground structures or features which were not identified to Engineer as required by Paragraph 2.1 have been damaged.

3. RESTRICTIONS ON USE OF DOCUMENTS

3.1 It is understood and agreed that all drawings, sketches, specifications and other documents in any form, including CADD disks, prepared under this Agreement (collectively "Documents") are instruments of Engineer's services and, as such, are, and shall remain, the property of Engineer, whether the project for which they are intended is executed or not. Client shall, upon payment of all fees and reimbursable expenses due Engineer under this Agreement, be permitted to retain reproducible copies of the final versions of those Documents necessary for the execution of the Project ("Deliverables") for information and reference only in connection with the project for which the Documents were prepared. The Documents are prepared for use on this Project only and are not appropriate for use on any other project, for additions to this Project, for completion of this Project by others (unless Engineer is adjudged in default) or for any purpose other than as defined by the Scope of Services, except by agreement in writing with the appropriate compensation to Engineer. Any use of the Documents or the information or data contained therein, in violation of this subparagraph or any alteration or modification of such Documents or the information or data contained therein, without the express written consent of Engineer is expressly prohibited. Such prohibited use is at the sole risk of the user and Engineer is released from any liability for damages arising from such use.

3.2 Client agrees that any Documents in Client's possession shall not be used and shall be returned promptly to Engineer, if Client is in default under this Agreement. Client agrees that Engineer may obtain injunctive relief to enforce this subparagraph.

3A. ACCEPTANCE, OWNERSHIP AND USE OF ELECTRONIC APPLICATIONS (This provision shall apply only to any GIS System included in Exhibit "A").

3A.1 Ownership and Use - It is understood and agreed that any and all map graphics, databases, reports, drawings, computer files, field data, notes or other documents, whether in printed form or in machine readable format created or prepared by Engineer under this Agreement are instruments of Engineer's services and, as such, are, and shall remain, the property of Engineer. However, at the end of the acceptance periods defined in Subparagraphs 3A.2 or 3A.3 and the payment of all fees and expenses due under this Agreement, Client shall have an irrevocable, non-exclusive license to use those components of the electronic applications including the map graphics and databases described in Exhibit "A" ("Deliverables") which have been delivered by Engineer pursuant to Subparagraphs 3A.2 and/or 3A.3.

3A.2 Acceptance Period for Interim Components - Upon receipt of each component part of the electronic application and the map graphics and databases at Client's facility, Client shall have a period of fifteen (15) calendar days (unless otherwise noted in Exhibit A) to review and approve the component application including the map graphics and databases. Engineer shall correct any deficiencies brought to its attention by Client at the conclusion of that fifteen (15) calendar day period. Upon the correction of any such deficiencies, Engineer shall not be responsible for making any further changes, revisions or corrections to that component of the electronic applications including the map graphics and databases and is released from liability for any deficiencies contained therein.

3A.3 Acceptance Period for Final Delivery - Upon completion of the installation of all of the electronic applications and the map graphics and databases required by this Agreement at Client's facility, Client shall have a period of fifteen (15) calendar days (unless otherwise noted in Exhibit A) to review and approve the overall operation of the applications including the map graphics and databases. This final review and approval shall not include a re-review of the individual components reviewed and approved by Client pursuant to Subparagraph 3A.2. Engineer shall correct any deficiencies in the overall operation of the applications brought to its attention by Client at the conclusion of that fifteen (15) calendar day period. Upon the correction of any such deficiencies, Engineer shall not be responsible for making any further changes, revisions or

corrections to any of the electronic applications including the map graphics and databases and is released from liability for any deficiencies contained therein.

3A.4 Modification of Deliverables - Any changes, modifications, deletions or additions made to the electronic applications including the map graphics and/or databases by Client or any consultants retained by it (other than Engineer) are made at Client's sole risk and Engineer shall not have any liability for, and the Client releases Engineer from any claims or damages resulting from, such changes, modifications, deletions or additions.

4. STANDARD OF CARE

4.1 In performing the services required by this Agreement, Engineer shall use that degree of usual and customary professional skill and care ordinarily exercised by members of its profession under similar circumstances practicing in the same or similar locality. The standard of care shall exclusively be judged as of the time the services are rendered and not according to later standards. Engineer makes no expressed or implied warranty beyond its commitment to conform to this standard.

5. OBSERVATION SERVICES

5.1 If expressly required under the Scope of Services, Engineer shall visit the site at the intervals set forth in the Scope of Services to become generally familiar with the progress and quality of that portion of the work for which Engineer prepared the Deliverables to determine in general if such work is being performed in a manner indicating that such work when completed will be in accordance with the Deliverables. Engineer shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of such work. On the basis of on-site observations as a design professional, Engineer shall keep client informed of the progress and quality of the work. Engineer's services do not include supervision or direction of the actual work of the contractor(s), their employees, agents or subcontractors. Client agrees to notify the contractor(s) accordingly. The contractor(s) shall also be informed by Client that neither the presence of Engineer's field representative nor the observation by the Engineer shall excuse the contractor(s) for defects or omissions in his work.

5.2 Under no circumstances shall Engineer have control over, or be in charge of, nor shall it be responsible for, construction means, methods, techniques, sequences or procedures in connection with the work or for the contractor(s)'s safety programs or procedures at the site. Engineer shall not be responsible for any contractor's schedules or failure to carry out the work in accordance with the Deliverables. Engineer shall not have control over or charge of acts or omissions of any contractor, subcontractor, or their agents or employees, or of any other persons performing portions of the work.

5.3 It is further understood that the contractor(s) will be solely and completely responsible for working conditions on the job site, including safety of all persons and property during the performances of the work, and that these requirements will apply continuously and not be limited to normal working hours. Any observations at the site as set forth in Paragraph 5.1 by Engineer is not intended to include review of the adequacy of the contractor(s)'s safety measures at the construction site. The Engineer will not be held responsible for any contractor's failure to observe or comply with the Occupational Health and Safety Act of 1970 (including subsequent amendments), and regulations or standards promulgated thereunder, or any state, county, or municipal law or regulation of similar import or intent.

6. TERMINATION, SUSPENSION

6.1 This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms. This Agreement may be terminated by the Client upon at least seven (7) days written notice to Engineer in the event that the Project is permanently abandoned. In the event of any termination that is not the fault of Engineer, Engineer will be compensated for all services performed up to the time written notice of termination is actually received by Engineer, together with reimbursable expenses then due and reasonable Termination Expenses directly associated with the termination.

6.2 In the event of termination or suspension for more than three (3) months which occurs prior to completion of all services contemplated by the Agreement, the Engineer may complete such analyses and records as are necessary to complete his files and may also complete a report on the services performed up to the date of receipt of written notice of termination or suspension. Termination Expenses provided for above shall include all fees and costs incurred by Engineer in reporting, completed data, completing such analyses, records and reports.

7. INVOICES, PAYMENTS

7.1 Engineer will submit invoices to Client monthly and a final invoice upon completion of services.

7.2 Client shall promptly review Engineer's invoices. Any right to withhold payment based on errors or discrepancies in the invoice is waived if not identified in writing to Engineer within seven (7) days of Client's receipt of invoice. Any research required by Engineer in order to respond to questions raised regarding invoices shall be billable to Client at Engineer's standard hourly rates, if such questions are not raised within such seven (7) day period.

7.3 Payment is due upon presentation of invoice and is past due fifteen (15) days from invoice date. Client agrees to pay a service charge of one and one-half (1 ½) percent

EXHIBIT C – GILMORE & ASSOCIATES, INC. - STANDARD TERMS AND CONDITIONS

per month (18% per annum) or fraction thereof on past due payments under this Agreement.

7.4 Timely payment to the Engineer in accordance with the Terms and Conditions of this Agreement is a material consideration of this Agreement. Therefore, the Client's failure to make payments in accordance with this Agreement shall constitute substantial nonperformance and a cause for termination by Engineer. If the Client fails to make payment when due Engineer for services and expenses, the Engineer may, at its option and without prejudice to its right to terminate as described above, upon seven days written notice to the Client, suspend performance under this Agreement. Unless payment in full is received by the Engineer within seven (7) days of the date of the notice, the suspension shall take effect without further notice. Suspensions for subsequent failures to pay invoices shall not require prior notice by the Engineer. In the event of a suspension of performance, the Engineer shall have no liability to the Client for delay or damages caused the Client because of such suspension of performance. The Client shall hold harmless, indemnify, and defend the Engineer for claims that arise due to any suspension.

7.5 It is further agreed that in the event a lien or suit is filed to enforce payment under this agreement, the Engineer will be reimbursed by the Client for all court costs and reasonable attorney's fees in addition to accrued service charges.

7.6 Unless the compensation identified in this Agreement is specifically identified as a lump sum, the amounts set forth as the "Estimated Fee" shall constitute the Engineer's best estimate of the effort required to complete the project as the Engineer understands it to be defined. For those projects involving conceptual or process development work, activities often are not fully definable in the initial planning. In any event, as the project progresses, the facts developed may dictate a change in direction, additional effort, or suspension of effort, which may alter the scope. The Engineer will inform the Client of such situation so that negotiations relating to a change in scope and an adjustment to the time of performance can be accomplished as required. If such change, additional effort, or suspension of effort results in an increase or decrease in the cost of or time required for performance of the services, whether or not changed by any change order, an equitable adjustment shall be made and this Agreement modified accordingly.

8. ASSIGNS

8.1 Neither the Client nor the Engineer may delegate, assign, or sublet, or transfer his duties or interest (including any claims that arise here) in this Agreement without written consent of the other party. Such consent shall not be unreasonably withheld.

9. LIMITATIONS ON REMEDIES

9.1 The Client shall promptly (within 24 hours) report to Engineer any defects or suspected defects in Engineer's services of which Client becomes aware, so that Engineer may take measures to minimize the consequences of such defect. Client warrants that Client will impose a similar notification requirement on all contractors retained by Client and shall require all subcontracts at any level to contain a like requirement. Engineer shall be liable for correcting defects in its services caused by its negligence. However, the failure by Client, and the Client's contractors or subcontractors to notify Engineer of such defects in a timely fashion shall relieve Engineer of the costs of remedying the defects above the sum such remedy would have cost had prompt notification been given.

9.2 If, due to Engineer's negligent error, any required item or component of the Project is omitted from the Documents, Engineer shall not be responsible for paying the cost to add such item or component to the extent that such item or component would have been otherwise necessary to the Project or otherwise adds value or betterment to the Project. Engineer shall only be liable to the extent such costs would have been avoided had engineer not been negligent. In no event, will Engineer be responsible for any cost or expense that provides betterment, upgrade or enhancement of the Project. Client's sole and exclusive remedy for such negligent omissions where no otherwise avoidable costs are incurred by Client is for Engineer to perform services necessary to correct omission without charge to Client; provided that where Engineer's fees or reimbursable expenses would have been higher had the omitted item or component been included prior to construction, Engineer shall be entitled to such increased fees and reimbursable expenses.

9.3 Notwithstanding any other provision of this Agreement, neither party shall be liable to the other for any consequential damages incurred due to the fault of the other party, regardless of the nature of the fault or whether it was committed by Client or Engineer, their employees, agents, subconsultants or subcontractors. Consequential damages include, but are not limited to, loss of use and loss of profit.

9.4 Engineer's liability for any damages due to breach of contract, error, omission, professional negligence or any other theory of liability will be limited to an amount not to exceed three times the engineer's fees under this agreement. Such limitation shall apply to the aggregate of all claims that may be brought against engineer and its subconsultants. If the client prefers not to limit the engineer's professional liability to this sum, the engineer will waive this limitation upon the client's request provided that the client agrees to pay an additional consideration for this waiver.

9.5 It is understood that the Engineer shall not be held responsible for any errors or omissions on the part of contractor, including, but not limited to, the contractor's failure to adhere to the plans and specifications regardless of whether or not the Engineer is

performing observational services. This provision shall be included in the contract between the Client and his contractor(s) for this project.

10. DISPUTE RESOLUTION

10.1 All claims, disputes, and other matters in question between the Engineer and the Client arising out of, or relating to, this Agreement or the breach thereof or the services rendered by Engineer ("Dispute"), shall be resolved as follows:

10.2 A written demand for non-binding mediation, which shall specify in detail the facts of the Dispute and the relief requested, shall be submitted, within a reasonable time after the basis for the Dispute has arisen, to the party against whom the claim is brought. If the Dispute cannot be resolved by the parties within ten (10) days, the demand shall be submitted to "ADR Options" or such mediation service as the parties shall otherwise agree to retain, for good faith non-binding mediation. The Mediator's fee shall be shared equally by the parties. The party initiating the Dispute shall be liable for any filing fee.

10.3 Any Dispute between the parties that is not fully resolved by mediation within 60 days of submission to the mediation service shall be decided by litigation in a court of competent jurisdiction.

10.4 In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations.

10.5 In the event that Client institutes suit against the Engineer because of any Dispute and if such suit is dropped or dismissed, or if the Engineer otherwise prevails, Client agrees to reimburse the Engineer, or pay directly, any and all costs and any and all other expenses of defense, immediately following dropping or dismissal of the case or immediately upon judgment being rendered on behalf of the Engineer.

10.6 The signatories to this Agreement, agree to be, and to remain at all times, and for all purposes, without regard for any business address they may now or hereafter assume, subject to the exclusive jurisdiction of the several Courts of Common Pleas of Bucks County, Pennsylvania for all causes of action, if any, which may arise under, or incident to, the application, breach, enforcement, interpretation, performance or nonperformance of this Agreement. This Agreement and the rights and obligations of the parties hereto shall be controlled by the laws of the Commonwealth of Pennsylvania.

11. INDEMNIFICATION

11.1 To the fullest extent permitted by law, Client shall indemnify and save harmless Engineer, their subsidiaries, affiliates, officers, employees and subconsultants or such other individuals or entities who may have assisted the Engineer in the rendering of its services in connection with the Project (along with each of their shareholders, directors, officers, partners and employees) from and against any and all manner of demands, claims, liabilities, costs and expenses, including, without limitation, reasonable attorney's fees and any other defense costs arising out of any negligent conduct or breach of any provision of this Agreement by Client or any individual or entity for whose acts Client is responsible.

12. ENVIRONMENTAL

12.1 Where the scope of basic services includes storm water pollution prevention (SWPP), sedimentation or erosion control plans, specifications, procedures or related construction observation or administrative field functions, Client acknowledges that such services proposed or performed by G & A are not guaranteed to provide complete SWPP, sedimentation or erosion control, capture all run off or siltation, that any physical work is to be constructed and maintained by the Client's contractor or others and that G & A has no control over the ultimate effectiveness of any such work or procedures. Except to the extent that there were errors or omissions in the services provided by G & A, Client agrees to indemnify and hold G & A harmless from and against all claims, costs, liabilities or damages whatsoever arising from any storm water pollution, erosion, sedimentation, or discharge of silt or other deleterious substances into any waterway, wetland or woodland and any resulting charges, fines, legal action, cleanup or related costs.

13. WARRANTY OF AUTHORITY TO SIGN

13.1 The person signing this contract warrants they have authority to sign as, or on behalf of, the Client for whom or for whose benefit that Engineer's services are rendered. If such person does not have such authority, he agrees that he is personally liable for all breaches of this contract and that in any action against him for breach of such warranty a reasonable attorney fee shall be included in any judgment rendered.

14. CHOICE OF LAW

14.1 This contract will be construed in accordance with the laws of the Commonwealth of Pennsylvania.

15. SEVERABILITY

15.1 In the event that any provisions herein shall be deemed invalid or unenforceable, the other provisions hereof shall remain in the full force and effect, and binding upon the parties hereto.

16. REFERENCES

EXHIBIT C – GILMORE & ASSOCIATES, INC. - STANDARD TERMS AND CONDITIONS

16.1 Client agrees that Engineer has authority to utilize its name as a Client and general description of the project work or service performed as references to other Clients.

17. INTEGRATION

17.1 There are no understandings or agreements concerning this project except as expressly stated herein.

18. VALIDITY

18.1 It is understood that if this Agreement is not executed by Client or accepted as set forth in Paragraph 1.2 within thirty (30) days of the date of the Agreement, Engineer reserves the right to revise or withdraw this Agreement.

19. THIRD PARTY BENEFICIARIES

19.1 Nothing contained in this Agreement shall create a contractual relationship with a cause of action in favor of a third party against either the Client or the Engineer.

20. WAIVER OF SUBROGATION

20.1 Except to the extent that such waiver would invalidate the applicable insurance coverage, the Client and Engineer waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages, but only to the extent covered by property insurance during construction, except such rights as they may have to the proceeds of such insurance. Client and Engineer each shall require similar waivers from their contractors, consultants and agents.

End of Terms and Conditions

Revised: 04/08/15

Memorandum

To: Board of Commissioners
From: Stephen F. Norcini, PE *SN*
cc: Robert A. Zienkowski, Township Manager
Stormwater Management Advisory Committee
Date: 12/20/2016
Re: Stormwater Management Advisory Committee: Recommendations for the Stormwater Management Ordinance Revisions

At the November 28th, 2016 Board of Commissioners meeting, Commissioner Curley introduced a memorandum outlining a procedure for the Board of Commissioners to: provide goals for changes in the Stormwater Management Ordinance, input from the Stormwater Management Advisory Committee, along with other items regarding proposed Stormwater Management Ordinance revisions.

During the discussion on Commissioner Curley's memorandum, Commissioner Schaefer requested the following item (paraphrasing) be included: Asking the SWMAC to identify other significant oversights, shortcomings, and/or deficiencies in the existing Stormwater Management Ordinance. After identifying the aforementioned shortcomings, etc., the SWMAC is provide solutions to those issues.

A motion was put forth, and passed, directing staff to provide the SWMAC with Commissioner Curley's memorandum, including the item by Commissioner Schaefer.

This topic was placed on the SWMAC agenda, and the outcome of the meeting is the attached memorandum form the SWMAC. Also attached is Commissioner Curley's memorandum, for your convenience.

Enclosures: SWMAC Memorandum
Commissioner Curley's Memorandum

MEMORANDUM SWMAC-2016-04

TO: RADNOR TOWNSHIP BOARD OF COMMISSIONERS
FROM: STORMWATER MANAGEMENT ADVISORY COMMITTEE (SWMAC)
SUBJECT: RECOMMENDATIONS FOR STORMWATER MANAGEMENT ORDINANCE REVISIONS
DATE: DECEMBER 12, 2016
CC: FILE

At the December 8, 2016 Stormwater Management Advisory Committee (SWMAC) meeting, SWMAC voted 5-0 on the following recommendations for Radnor Township Stormwater Management Ordinance (SWMO) modifications to achieve the goals of Commissioner Curley's November 2, 2016 memorandum titled, "Stormwater Ordinance":

1. Adopt Gannett Fleming's May 2015 revisions of the SWMO, with minor typographical corrections;
2. Provide credit for removal of existing impervious surfaces and for replacement of existing impervious surfaces, in particular for residential properties;
3. For residential properties, where infiltration is not feasible or is cost prohibitive, provide an option for a fee in lieu of infiltration, with the fee deposited in the stormwater fund; and
4. New MS4 requirements and the five-year plan to be developed by September 2017 may require further revision of the SWMO in order to fully implement the plan and achieve the MS4 goals.

SWMAC suggests that, going forward, the Stormwater Administrator be a point of contact for development of SWMO revisions. Additionally, SWMAC would like to be involved in the SWMO review and modification process as the staff develops the revisions.



From: Don Curley, Ward 6 Commissioner

TO: BOC

Via: Radnor Township

Date: 11/2/16

Subj: Stormwater Ordinance

The Township has discussed modifying its stormwater (SW) ordinance for years. As I see it, the goal for revision is to propose changes to the ordinance to address inefficient, counterproductive, ineffective, or incomplete applications of the ordinance.

If we proceed, it is important that we move from general to particular and that we select manageable and tangible changes. Accordingly, I propose that:

1. The BOC (by motion) adopt goals to shape the prospective changes that the Township may select. Alternatively, the BOC could choose no action.
2. The BOC (by motion) task the SWMAC to identify zero (no action) to three or four ways that the Township could modify its Stormwater ordinance to achieve those goals.
3. The SWMAC (by motion) propose its recommendations to the BOC. There commendations should be in paragraph form, received NLT December 2016, conceptual in nature, and limited to a few sentences or short paragraph per recommendation.
4. In January 2017; the Commissioners should review the recommendations from the SWMAC as well as any other recommendations it sees as appropriate and propose up to four conceptual changes.
5. In January or February 2017; the BOC (by motion) shall direct the staff to prepare text changes to the ordinance to reflect the conceptual changes that the BOC identified as suitable.

Obviously, we can set the schedules we see fit or set no schedule all.

Here are the four most common concerns that I have heard during my seven years as Commissioner. Accordingly, I propose the following goals:

1. **Premise 1** - The existing ordinance ensures that post construction conditions match pre construction conditions (aka maintain status quo) but citizens want improvement (increase WQ, reduce peak rate, reduce runoff, reduce flooding). **Goal 1** - Evaluate and identify ways to make the ordinance improves management instead of maintaining SW conditions in the current form. For example, if the Township used meadow conditions (or a percentage of meadow conditions) as a baseline instead of existing conditions then each SW facility constructed would provide SW benefit instead of maintaining the status quo.
2. **Premise 2** - Some citizens complain about the inefficiencies of the ordinance (ex: \$3000 patio with \$6000 and 4 months for engineering approval). Others complain that "pits" and rain gardens cost a fortune to homeowners yet provide little benefit. **Goal 2**- Evaluate if there are inefficiencies in the current ordinance (a.k.a.

where and how do the Township, citizens, and land owner apply resources without sufficient benefit to justify the expenditure) and propose remedies.

3. **Premise 3** – My observation is that the ordinance incents activity in greenspace and does not reward reuse or recycling of footprint or impervious cover. For example, a resident proposing 1501 SF of new construction has expensive new SW obligations even if that resident proposes no new IC. **Goal 3** - Evaluate if the ordinance incents activity in greenspace and does not reward reuse or recycling of footprint or impervious cover and identify ways to make the ordinance increase the incentive to reuse existing IC rather than replace existing pervious cover.
4. **Premise 4** – Some citizens have indicated that the ordinance does not adequately support the Township's compliance with its MS4 permit. **Goal 4**- Evaluate if the ordinance does not support our current or expected MS4 permit and identify ways to make the ordinance more supportive of MS4 permit requirements than it currently is.

At the first meeting in November, I will propose that the Township adopt these goals and this schedule.

ORDINANCE NO. 2016-16

**AN ORDINANCE OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, AMENDING CHAPTER 162 AND ADOPTING THE
CONSOLIDATED FEE SCHEDULE FOR CALENDAR YEAR 2017**

WHEREAS, the Township of Radnor incurs costs and expenses in processing various permits and licenses through its various departments; and

WHEREAS, the Pennsylvania Municipalities Planning Code authorizes reasonable and necessary charges by the Township's professional consultants based upon its schedule established by ordinance or resolution.

NOW, THEREFORE, it is hereby *ENACTED* and *ORDAINED* that the Board of Commissioners of Radnor Township hereby adopts the attached 2017 Consolidated Fee Schedule effective January 1, 2017 and all ordinances or resolutions which are inconsistent are hereby repealed.

BE IT FURTHER ENACTED and *ORDAINED* that any revisions to the 2017 Consolidated Fee Schedule may be amended or revised by subsequent resolution of the Board of Commissioners.

ENACTED AND ORDAINED this 3rd day of January, A.D., 2017.

RADNOR TOWNSHIP

By: _____
Name:
Title: President

ATTEST: _____
Name: Robert A. Zienkowski,
Title: Township Manager / Secretary

Radnor Township, PA
Consolidated Fee Schedule – Chapter 162 Fees
Ordinance 2016-16
Effective January 1, 2017

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Radnor Township, PA
Consolidated Fee Schedule – Chapter 162 Fees
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Effective January 1, 2017

Fee Description	2016	2017
Community Development Department		
Chapter 120 Bathing Places		
License Fees – Swimming Pool (outdoor)	\$300.00 per pool	\$300.00 per pool
License Fees – Swimming Pool (indoor)	\$350.00 per pool	\$350.00 per pool
License Fees – Spa	\$250.00 per pool	\$250.00 per pool
License Fees – Wading	\$200.00 per pool	\$200.00 per pool
Chapter 125 Building Construction		
RESIDENTIAL		
New one and two family dwelling	\$20.00 / \$1,000.00	\$20.00 / \$1,000.00
Additions, alterations, repairs, demolition, etc.	\$20.00 / \$1,000.00	\$20.00 / \$1,000.00
COMMERCIAL - Commercial, institution, public land use, recreation, multi-family		
New 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
Additions, alterations, repairs, demolition, to existing buildings 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
Signs, to include: window, awning, wall, marquee, freestanding (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
Zoning Permit – Fences, Accessory Structures less than 200 sq.ft., Agricultural Buildings, Propane Tanks	\$75.00	\$75.00

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Fee Description	2016	2017
Home Occupation – Traffic	\$150.00	\$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
Fee Change Narrative:		
<ol style="list-style-type: none"> 1. Propane tanks were not previously listed in fee schedule. Improvements involving these types of tanks require review by staff and the fee will off-set a portion of that cost. 2. 		
Chapter 156 Electrical		
Electrician’s License (annual)	\$50.00	\$50.00
Electrical Inspection Agency License	\$100.00	\$100.00
Electrical Permit Fee	\$20.00 / \$1,000 or fraction thereof	\$20.00 / \$1,000 or fraction thereof
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
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	\$150.00
Blasting Permit – Non-Residential	\$150.00	\$150.00
Fire Marshall Report - Residential	\$50.00	\$50.00
Fire Marshall Report – Non-Residential	\$100.00	\$100.00

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Fee Description	2016	2017
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
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 Department of Agriculture approval)	\$100.00	\$100.00
Food Vendor (mobile and vendors requiring Department of Agriculture approval)	\$200.00	\$200.00
Temporary Food Establishment	\$125.00	\$125.00
Special Event Sponsor Fee	\$250.00	\$250.00
Plan Review – Food Establishment	\$150.00 / initial review	\$150.00 / initial review
Plan Review – Resubmitting Plans	\$75.00	\$75.00
Re-inspection for a failed inspection	50% of initial fee	50% of initial fee
Annual Outdoor Dining Renewal	\$150.00	\$150.00
Indoor Dining Application Renewal Late Fee	75% of license fee	75% of license fee
Outdoor Dining Application Renewal Late Fee	\$70.00	\$70.00

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Fee Description	2016	2017
Chapter 178 Historical and Architectural Review Board (“HARB”)		
Application to HARB	\$50.00	\$50.00
Chapter 195 Mechanical		
HVAC License Annual (air cond., heating & refrig., mchs.)	\$50.00	\$50.00
RESIDENTIAL – one and two-family		
Geothermal / HVAC systems	\$100.00	\$100.00
Replace, modify or relocate duct work	\$50.00	\$50.00
Water Well or Non-Potable Water, Irrigation	\$100.00	\$100.00
Solar Mechanical/Plumbing	\$150.00	\$150.00
Add, modify or extend radiant/baseboard or other hydro-mechanical systems	\$50.00	\$50.00
New or replacement central heating systems	\$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
New or replacement air cond. central systems	\$100.00	\$100.00
New or replacement heat pump	\$100.00	\$100.00
All well driven or mechanical water supply systems for geothermal HVAC systems	\$100.00	\$100.00
Solar Mechanical / Plumbing	\$150.00	\$150.00
COMMERCIAL - Commercial, institution, public land use, recreation, multi-family		
Geothermal/HVAC system wells: 0-10 wells	\$200.00	\$200.00
Geothermal/HVAC system wells: 11-30 wells	\$350.00	\$350.00
Geothermal/HVAC system wells: 31 or more	\$500.00	\$500.00
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 (fee capped at 1,000,000 BTU’s)
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 (fee capped at 1,000,000 BTU’s)
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

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Fee Description	2016	2017
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
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
Solar Mechanical/Plumbing	\$175.00	\$175.00
Water Wells or Non-Potable Water Wells	\$100.00	\$100.00
Chapter 218 Plumbing		
Plumber License (annual)	\$50.00	\$50.00
RESIDENTIAL - one and two family		
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
Alterations/additions/repairs one fixture (minimum fee)	\$35.00	\$35.00
Pipe Repair	New in 2017	\$75.00
Exterior lateral sewer connection or repair	\$150.00	\$150.00
Interior main drain alteration or replacement (which includes stack vent)	\$75.00	\$75.00
Garbage grinders and dishwashers (new installation or replacement)	\$15.00 Each	\$15.00 Each
All gas and electric appliances needing gas or plumbing piping	\$75.00 for first unit, \$15.00 for each additional	\$75.00 for first unit, \$15.00 for each additional
Water service (new or replacement)	\$75.00	\$75.00
Domestic hot water heater (new or replacement)	\$20.00	\$20.00
Sewer ejection pump (new or replacement, not incl. connections.)	\$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
Sewer grinder pumps and pit (E-One System)	\$300.00	\$300.00

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Fee Description	2016	2017
COMMERCIAL - Commercial, institution, public land use, recreation, multi-family		
New work, alt., additions not exceeding 5 fixtures	\$75.00, \$5.00 each additional fixture	\$75.00, \$5.00 each additional fixture
External lateral sewer connection or repair main drain or sewer connection (new)	\$150.00	\$150.00
Pipe Repair	NEW FOR 2017	\$100.00
Garbage grinders and dishwashers (new installation or replacement)	NEW FOR 2017	\$30.00 Each
Main interior drain replacement, alterations or repair (incl. stack vent)	\$75.00	\$75.00
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.
All gas and elect. Appl. Requiring plumbing or mech. Install. (new or replacement, incl. gas piping)	\$75.00 for first unit, \$15.00 for each additional	\$75.00 for first unit, \$15.00 for each additional
Water service (new or replacement)	\$100.00	\$100.00
Each hot water heater (new or replacement)	\$75.00	\$75.00
Interceptors & separators (new or replacement)	\$75.00	\$75.00
Sewer grinder pumps new or replacement	\$500.00	\$500.00
Fee Change Narrative:		
<p>1. Pipe repair (Residential and Commercial): Added to offset costs associated with inspection of work to ensure code compliance. Commercial garbage grinders and dishwashers was part of the fee schedule in years past and was accidentally deleted. This item is being added back in to cover costs associated with inspections of work to ensure code compliance.</p>		

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Fee Description	2016	2017
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	\$2,500.00 plus \$500 for each subsequent hearing	\$2,500.00 plus \$500 for each subsequent hearing
Re-inspection after 2 nd failed inspection	\$100.00	\$100.00
Application Late Fee:		
July 1 st to July 31 st	\$100.00	\$100.00
On or After August 1 st	\$150.00	\$150.00
Chapter 280 Zoning Hearing Board		
Application fees for Zoning Hearing Board: One and two family dwellings, Rooming house, multi-family	\$550.00 plus \$275 for each add'l hearing	\$550.00 plus \$275 for each add'l hearing
Application fees for Zoning Hearing Board: Non-res. uses (incl. comm., planned, institutional, and public land use)	\$900.00 plus \$450 for each add'l hearing	\$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 plus \$450 for each add'l hearing	\$7,500.00 plus \$450 for each add'l hearing
Application fees to Board of Commissioners: Application to amend zoning map/ord.	\$1,500.00 plus \$750 for each add'l hearing	\$1,500.00 plus \$750 for each add'l hearing
Application fees to Board of Commissioners: Application for conditional use	\$1,500.00 plus \$750 for each add'l hearing	\$1,500.00 plus \$750 for each add'l hearing
Application fees to Board of Commissioners: Curative Amendment	\$7,500.00 plus \$750 for each add'l hearing	\$7,500.00 plus \$750 for each add'l hearing
Appeals from Zoning Officer or Township Engineer – Residential	\$550.00 plus \$275 for each add'l hearing	\$550.00 plus \$275 for each add'l hearing
Appeals from Zoning Officer or Township Engineer – Non-Residential	\$900.00	\$900.00

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Fee Description	2016	2017
	plus \$450 for each add'l hearing	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
Other Community Development		
Code Appeals Application Fee – Building, Electrical, Fire Prevention, Mechanical, Plumbing, Property Maintenance	\$750.00	\$750.00
Inter-municipal Transfer of Liquor License	\$1,500.00 plus \$750 for each additional hearing	\$1,500.00 plus \$750 for each additional hearing
PA State Assessed Training Fee, Building, Plumbing, Mechanical, Electrical	\$4.00 / permit	\$4.00 / permit
Administration of PA state Assessed Training Fee	\$2.00 / permit	\$2.00 / permit
Zoning Maps	\$15.00	\$15.00
Plan Review Fee (Payment is due when the permit is issued)	\$95.00	\$95.00
Code Official Overtime Rate	\$100.00 / hour	\$100.00 / hour
Administrative Refund Fee	\$10% or \$30.00, whichever is greater	\$10% or \$30.00, whichever is greater
Dormitory Inspection Fee	\$24.00 / room	\$24.00 / room
Appeal of Health Enforcement Notice to Board of Health:		
Single Family Residential	\$550.00	\$550.00
Multi-Family Residential and Non-Residential'	\$900.00	\$900.00
Residential Change in Contractor New one and two family dwelling	10% of existing permit fee or \$20.00, whichever is greater	10% of existing permit fee or \$20.00, whichever is greater
Change in Contractor: Commercial, institution, public land use, recreation, multi-family buildings and fire suppression systems	Varied	10% of existing permit fee or \$50.00 minimum, whichever is greater
Fee Change Narrative:		
1. Commercial Change of Contractor: Fees varied between \$30 and \$75 in the different permit categories; which created confusion and inconsistencies.		

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Fee Description	2016	2017
Engineering Department		
Grading Permit		
Grading Permit Application Minor	\$475.00	\$495.00
Grading Permit Application The permit fee includes the submission review, and the allowance of one plan re-submission, and two site inspections. During the review process, the applicant will provide an escrow amount to cover the cost of trees required by the Shade Tree Commission, erosion and sedimentation control, and a contingency for additional inspections and/or additional plan review.	\$150.00 for first 50 cubic yards (“cy”) of cut and fill; Plus \$200.00 for 51 to 1,000 cy of cut and fill; Plus \$200.00 each additional 1,000 cy of cut and fill	\$150.00 for first 50 cubic yards (“cy”) of cut and fill; Plus \$200.00 for 51 to 1,000 cy of cut and fill; Plus \$200.00 each additional 1,000 cy of cut and fill
Grading Permit Application Requiring Stormwater Management The permit fee includes the submission review, and the allowance of one plan re-submission, and two site inspections. During the review process, the applicant will provide an escrow amount to cover the cost of trees required by the Shade Tree Commission, erosion and sedimentation control, and a contingency for additional inspections and/or additional plan review	\$500.00 / 0 to 1,000 cy of cut and fill	\$500.00 / 0 to 1,000 cy of cut and fill
Grading Permit Application Requiring Ground Water Recharge The permit fee includes the submission review, and the allowance of one plan re-submission, and two site inspections. During the review process, the applicant will provide an escrow amount to cover the cost of trees required by the Shade Tree Commission, erosion and sedimentation control, and a contingency for additional inspections and/or additional plan review	\$200.00	\$220.00
Fee Change Narrative: 1. It is anticipated that the entire grading permit fee schedule will be revamped in 2017. The current RFP for engineering services requires the chosen consultant to provide a flat fee for grading permit review, based upon a review of the existing permits, and Township negotiation of price. The increase reflects anticipated hourly rate increases in consultants and staff.		

Radnor Township, PA
 Consolidated Fee Schedule – Chapter 162 Fees
 Ordinance 2016-16
 Effective January 1, 2017

Fee Description	2016	2017
Subdivision / Land Development (“SALDO”)		
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	\$1,300.00
Minor Subdivision (5 lots or less)	\$950.00 / plan; plus \$150.00 / lot	\$950.00 / plan; plus \$150.00 / lot
Professional Escrow Account*	\$7,000.00	\$7,000.00
Major Subdivision (more than 5 lots)	\$2,000.00 / plan; plus \$150.00 / lot	\$2,000.00 / plan; plus \$150.00 / lot
Professional Escrow Account*	\$15,000.00	\$15,000.00
Multi-Family Dwellings	\$1,500.00 / plan; plus \$500.00 / unit	\$1,500.00 / plan; plus \$500.00 / unit
Professional Escrow Account*	\$10,000.00	\$10,000.00
Land Development (under 1 acre)	\$1,100 / plan; plus \$350.00 each building; plus \$100.00 / acre	\$1,100 / plan; plus \$350.00 each building; plus \$100.00 / acre
Professional Escrow Account*	\$10,000.00	\$10,000.00
Land Development (1 acres or more)	\$1,500 per plan; plus \$350.00 each building; plus \$100.00 each acre	\$1,500 per plan; plus \$350.00 each building; plus \$100.00 each acre
Professional Escrow Account*	\$15,000.00	\$15,000.00
Inspections of Improvement	Inspection (Staff) \$65.00 Inspection (Engineer) See rates in Appendix A	Inspection (Staff) \$67.00 Inspection (Engineer) See rates in Appendix A
Review of Development Plans Commercial: Landscaping and other improvements	Inside or Outside Professional: See rates in Appendix A	Inside or Outside Professional: See rates in Appendix A

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Fee Description	2016	2017
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
<p>Notes: All professional escrow funds are 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 Professional Service Fees in Appendix A. All SALDO application’s fees are for one review with provided comments. Additional plan reviews, resubmissions, consultant fees, legal fees, etc. are to be paid from the escrow account, following the first review. The escrow account must be replenished when the balance of the account is at 20% of the original escrow amount.</p>		
<p>Fee Change Narrative:</p> <ol style="list-style-type: none"> 1. Professional Escrow Account: This change reflects the Township costs for revisions to the plan. (It is anticipated that the entire SALDO fee schedule will be revamped in 2017. It is anticipated that after the Engineering RFPs are received, and the firm chosen, the SALDO fee schedule will be based on new fees, and the process stream lined). 2. Inspections of Improvement: This change anticipates rate changes in 2017. 		
Sewage Enforcement		
Sewage Enforcement Officer Permits	\$750.00 per application (includes inspection)	\$750.00 per application (includes inspection)
Sewage Enforcement Officer Permits (additional perc test)	\$350.00	\$350.00
Sewage Enforcement Officer Permits (repairs to existing system)	\$300.00	\$300.00
Other Engineering		
Sidewalk Replacement Permit Fee	1 – 10 Blocks \$50.00 11 – 20 Blocks \$100.00 21+ Blocks \$125.00	1 – 10 Blocks \$50.00 11 – 20 Blocks \$100.00 21+ Blocks \$125.00
Clearing Permits If inspections are required, they will be charged in accordance with Appendix A.	\$250.00 / acre with a minimum charge of \$80.00	\$250.00 / acre with a minimum charge of \$80.00

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Fee Description	2016	2017
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)
Finance and Administration		
Stormwater and Sanitary Sewer Fees		
Sanitary Sewer Rent	\$5.90 per 1,000 gallons' water used	\$5.90 per 1,000 gallons' water used
Sanitary Sewer Rent Delinquent Charges	1% monthly beginning June 1 through march 1 applied on the full outstanding balance from the previous month	1% monthly beginning June 1 through march 1 applied on the full outstanding balance from the previous month
Stormwater Fee	29.00 per unit	29.00 per unit
Stormwater Fee Delinquent Charges	0.5% monthly beginning March 1 through December 1 applied on the full outstanding balance from the previous month	0.5% monthly beginning March 1 through December 1 applied on the full outstanding balance from the previous month
Sanitary or Stormwater Certification Fee	\$7.50	\$7.50
Expedited Sanitary or Stormwater 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
Sanitary Sewer Connection Fee New Multi-family (0-10 units)	\$500.00 per unit	\$500.00 per unit
Sanitary Sewer Connection Fee New Multi-family (11 or more units)	\$400.00 per unit	\$400.00 per unit
Minimum Sewer Service Charge	\$65.00	\$65.00

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Fee Description	2016	2017
Filing of Lien (to include, but not limited to, Sanitary Sewer Rent, Stormwater Fee, or Property Maintenance Costs)	\$125.00 Attorney Fee \$18.50 Filing Fee	\$125.00 Attorney Fee \$18.50 Filing Fee
Writ of Scire Facias (for delinquent accounts)	\$100.00 Attorney Fee \$22.50 Filing Fee	\$100.00 Attorney Fee \$22.50 Filing Fee
Entering of Judgement (for delinquent accounts)	\$150.00 Attorney Fee \$13.50 Filing Fee	\$150.00 Attorney Fee \$13.50 Filing Fee
Sheriff Sale	Actual Cost	Actual Cost
Other Finance Department		
Business Privilege and Mercantile License Fee	\$10.00	\$10.00
Postage Non-Residential	Actual Cost	Actual Cost
Returned Check	\$50.00	\$50.00
Refund Fee	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 per one sided page	\$0.25 per 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

Information Technology

Room Rentals

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 [Information Technology Police for Rental and Use of Township Conference Rooms & Equipment](#) for fee waiver opportunities.

Friends Meeting Room (ground floor) – capacity 40	\$50.00 per hour	\$50.00 per hour
Radnorshire Room (first floor) – capacity 125	\$100.00 per hour	\$100.00 per hour
Radnorshire Room (first floor) – capacity 125 - Tenant rental	\$250.00 per hour	\$250.00 per hour
Powys Room (first floor) – capacity 15	\$35.00 per hour	\$35.00 per hour

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Fee Description	2016	2017
Hourly Equipment and Staffing Fees		
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.		
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 handhelds and 2 lavalieres (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
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
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 per hour	\$100.00 per hour
Radnorshire Room (no recording) – Microphones, laptop, projector, setup and breakdown	\$250.00 per hour	\$250.00 per hour
Radnorshire Room (recording) – Microphones, laptop, projector, DVD recording, setup and breakdown	\$350.00 per hour	\$350.00 per hour

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Fee Description	2016	2017
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 per production	\$250.00 per production
Parks and Recreation		
General Programming and Events		
Programming and event fees are determined and allocated on an ongoing basis as they are planned. Specific programming and 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 corresponding program or event. In the majority of circumstances, the direct costs of programming and events are not incurred unless the proceeds collected cover those costs. The Recreation Department determines the fees for programming and events on an ongoing basis throughout the developmental process.		
Administrative Fees		
Refund Fee	\$10% of total fee paid, or a minimum of \$10.00 charge	\$10% of total fee paid, or a minimum of \$10.00 charge
Non-Resident Program or Event Participation Fee	\$30.00 per person per registration	\$30.00 per person per registration
Parks, Picnic Areas, Fields, and Facilities		
Fenimore Woods Clem Macrone Park Pavilion Rental	\$75.00 Resident \$150.00 Non-Resident/ Companies	\$75.00 Resident \$150.00 Non-Resident/ Companies
Picnic Court Park Area Rentals	\$55.00 Resident \$75.00 Non-Resident/ Companies	\$55.00 Resident \$75.00 Non-Resident/ Companies
Photo Permit for Township Park Grounds	\$75.00 per hour	\$75.00 per hour
Field Permitting Fee (to cover the permitting costs for athletic fields)	\$60.00 per field per usage / one-time usage fee	\$60.00 per field / three-hour usage \$85.00 per field / three-hour usage Non-Resident/Companies

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Fee Description	2016	2017
Adult League Team Field Permit (Softball, Soccer, Baseball, etc.) [The above fee applies to programs that utilize both Township fields and School District Fields]	\$100.00 per season Not-to-exceed 10-week period	\$100.00 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]	\$275.00 per season Not-to-exceed 10-week period	\$275.00 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.]	\$15.00 per person per season Not-to-exceed 10-week period	\$15.00 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.] <ul style="list-style-type: none"> • Radnor Residents / Radnor Non-Profit Organizations or Programs • Radnor Private Educational Institutions, Organizations or Programs • Non-Radnor Residents / Non-Radnor Non-Profit Organizations, Educational Institutions, or Program • For-Profit Businesses or Non-Resident Groups [The above fees do not apply to Radnor Community Youth Sports Organizations that include Radnor Soccer Club, Radnor Wayne Little League and Radnor Girls/Boys Lacrosse.]	\$60.00 per usage One-time usage fee \$75.00 per hour \$150.00 per hour	\$75.00 per three-hour usage \$75.00 per hour \$100.00 per hour \$150.00 per hour

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Fee Description	2016	2017
Fee Change Narrative:		
<ol style="list-style-type: none"> 1. Field Permitting Fee: restructure to fee is being proposed for a three-hour usage vs. ‘per usage’ ALONG WITH the addition of a Non-Resident/Companies fee to cover the administrative costs of scheduling/managing athletic fields 2. Radnor Memorial Park Turf Field Permit Fee: <ul style="list-style-type: none"> • <u>Radnor Residents / Radnor Non-Profit Organizations and Programs</u> that are for a three-hour usage vs. ‘per usage’ to cover the administrative costs of scheduling/managing athletic field. • Addition of <u>Non-Radnor Residents / Non-Radnor Non-Profit Organizations and Programs</u> fee- to accommodate tier of usage and cover the administrative costs of scheduling/managing athletic field. 		
Advertising Fee (not applicable to the Township Newsletter)		
Business Card Advertising in Brochure	\$200.00 per Advertisement	\$200.00 per Advertisement
Single Edition Publication Business Card Advertising in Township / Department Publication for Commercial Business	\$225.00 per Advertisement	\$225.00 per Advertisement
Single Edition Publication - ¼ page Advertising in Township/Department Publication for Commercial Business	\$450.00 per Advertisement	\$450.00 per Advertisement
Single Edition Publication - ½ page Advertising in Township/Department Publication for Commercial Business	\$650.00 per Advertisement	\$650.00 per Advertisement
Single Edition - Full page Advertising in Township/Department Publication for Commercial Business (does not include inside front or back cover)	\$950.00 per Advertisement	\$950.00 per Advertisement
License Fee Advertising Banner for Encke Fields	\$2,000.00 per Field	\$2,000.00 per Field

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Fee Description	2016	2017
Radnor Activity Center (“RAC”) at Sulpizio Gym Permit Fees		
Full Gymnasium Rentals <ul style="list-style-type: none"> • Radnor Residents / Radnor Non-Profit Organizations or Programs • Non-Radnor Residents / Non-Radnor Non-Profit Organizations or Groups • Radnor Township Businesses, Educational Institutions, Organizations, or Programs • Non-Radnor Businesses, Educational Institutions, Organizations, or Programs 		\$60.00 per hour \$100.00 per hour \$110.00 per hour \$160.00 per hour
Birthday Party / Gymnasium: 2-hour party with event leader and party room		\$300.00 Resident \$330.00 Non-Resident
RAC: Room Add-on Fee to Gym Rental	\$25.00 Flat Fee	\$25.00 Flat Fee

Fee Change Narrative:

1. **Sulpizio Full Gymnasium Rentals:** proposed restructure to fees above are to re-illustrate the fee definitions; increased fees proposed are to cover the administrative and operational costs of the facility

Police Department		
General Fees		
Alarm Registration Fee	\$100.00	\$100.00
Accident Report Fee	\$15.00	\$15.00
Fingerprinting Fee	\$30.00 first card \$20.00 for each add'l	\$30.00 first card \$20.00 for each add'l
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	\$25.00 Residential \$75.00 Non-Residential \$5.00 Temporary Parking per day	\$25.00 Residential \$75.00 Non-Residential \$10.00 Senior Citizens \$5.00 Temporary Parking Per Day
Parking Permit Fee Louella Park and Walk	\$190.00 Half Year \$375.00 Full Year	\$190.00 Half Year \$375.00 Full Year

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Fee Description	2016	2017
Meter Bag Fee/Parking Space Reservation	\$10.00 per day per parking space	\$10.00 per day per parking space
Peddling and Solicitation Fee	\$110.00	\$110.00
Extra Duty Fee Detail Rate	1.70 x Patrolman Overtime Rate	1.70 X Patrolman Overtime Rate
Police Vehicle at Location Fee (owner request)	\$25.00 per hour per vehicle	\$25.00 per hour per vehicle
Video Tape / DVD Fee	\$75.00 per copy	\$75.00 per copy
Records Check Fee	\$30.00 Written \$15.00 Verbal	\$30.00 Written \$15.00 Verbal
Police Service Fee Notarized Document	\$45.00 per service	\$45.00 per service
Expungement Letter Fee	\$100.00	\$100.00
K9 Services (Note: This only applies to non-emergency calls for service)	During Shift \$100.00 per hour 2 or 4 hour minimum at P.D. discretion Non-Shift Paid at Detail Rate (above) 2 or 4 hour minimum at P.D. discretion	During Shift \$100.00 per hour 2 or 4 hour minimum at P.D. discretion Non-Shift Paid at Detail Rate (above) 2 or 4 hour minimum at P.D. discretion
False Alarms Fine	\$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 Fine	\$20.00 if paid on time \$25.00 additional for late payments	\$20.00 if paid on time \$25.00 additional for late payments

Fee Change Narrative:

1. **Parking Permit | Residential Permits:** Added a discounted permit amount for senior citizens

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Fee Description	2016	2017
Public Works Department		
General Fees		
Road Opening Permit	\$150.00 per 100 ft cut	\$150.00 per 100 ft cut
Bulk Trash Collection	\$25.00 Less than 5 items or 150 lbs Add'l \$25.00 each additional 5 items Add'l \$25.00 each item over 150 lbs Add'l \$10.00 each item with Freon Add'l \$5.00 each item with Propane	\$25.00 Less than 5 items or 150 lbs Add'l \$25.00 each additional 5 items Add'l \$25.00 each item over 150 lbs Add'l \$10.00 each item with Freon Add'l \$5.00 each item with Propane
Recycling Can Replacement	\$20.00 per can	\$20.00 per can
Rear Yard Trash Collection (single and multi-family units with less than 9 attached units)	\$420.00 per house/unit per year	\$420.00 per house/unit per year
Real Yard Trash Collection (multi-family units with greater than 9 attached units)	\$240.00 per unit per year	\$240.00 per unit per year

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Appendix A
Professional Services Hourly Rates

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Township Staff		2017 Approved Rate
Township Manager		\$125.00 per hour
Public Works Director		\$112.00 per hour
Finance Director		\$120.00 per hour
Police Superintendent		\$115.00 per hour
Police Lieutenants		\$110.00 per hour
Community Development Director		\$90.00 per hour
Recreational Programming Director		\$90.00 per hour
Planner		\$85.00 per hour
Information Technology		\$65.00 per hour
Engineering Inspector		\$85.00 per hour
Gannett Fleming, Inc.		2017 Approved Rate
Senior Project -Manager		\$160 per hour
Project Engineer		\$125 per hour
Staff Engineer		\$110 per hour
Engineering Technician		\$95 per hour
Field Technician		\$80 per hour
Clerical		\$65 per hour
Specialty Engineers, Scientists and Planners (as needed)		TBD
Gilmore & Associates, Inc.		2016 Approved Rate
Principal III		\$170 per hour
Principal II		\$155 per hour
Principal I		\$140 per hour
Consulting Professional V		\$135 per hour
Consulting Professional IV		\$130 per hour
Consulting Professional III		\$125 per hour
Consulting Professional II		\$120 per hour
Consulting Professional I		\$115 per hour
Design Technician V		\$110 per hour
Design Technician IV		\$100 per hour
Design Technician III		\$95 per hour

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Design Technician II	\$90 per hour
Design Technician I	\$85 per hour
Construction Representative III	\$105 per hour
Construction Representatives II	\$95 per hour
Construction Representatives I	\$85 per hour
Surveying Crew	\$145 per hour
Project Assistant	\$80 per hour
Grim, Biehn & Thatcher	
	2016 Approved Rate
Township Solicitor	\$185 per hour
John B. Rice, Esquire	
Peter H. Nelson, Esquire	
Stephen J. Kramer, Esquire	
RETTEW	
	2016 Approved Rate
Senior Professional/Project Manager 2	\$143 per hour
Professional III/Project Manager 1	\$127 per hour
Professional II/III	\$105 per hour
Professional II/Technician III	\$92 per hour
Professional I/Technician II	\$79 per hour
<u>Key Personnel:</u>	\$70 per hour
Steve Gabriel, Project Manager 3, Primary Contact	\$155 per hour
Joel Young, Group Manager/Land Development	\$155 per hour
John Schick, Project Manager 3, Transportation	\$155 per hour

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Fee Description	2016	2017
Community Development Department		
Chapter 120 Bathing Places		
License Fees – Swimming Pool (outdoor)	\$300.00 per pool	\$300.00 per pool
License Fees – Swimming Pool (indoor)	\$350.00 per pool	\$350.00 per pool
License Fees – Spa	\$250.00 per pool	\$250.00 per pool
License Fees – Wading	\$200.00 per pool	\$200.00 per pool
Chapter 125 Building Construction		
RESIDENTIAL		
New one and two family dwelling	\$20.00 / \$1,000.00	\$20.00 / \$1,000.00
Change in Contractor New one and two family dwelling	10% of existing permit fee or \$20.00, whichever is greater	
Additions, alterations, repairs, demolition, etc.	\$20.00 / \$1,000.00	\$20.00 / \$1,000.00
Change in Contractor: Additions, alterations, repairs, demolition, etc.	10% of existing permit fee or \$20.00 minimum, whichever is greater	
COMMERCIAL - Commercial, institution, public land use, recreation, multi-family		
New 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	
Additions, alterations, repairs, demolition, to existing buildings 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

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Change in Contractor: Commercial additions, alterations, repairs, demolition, and fire suppression systems	10% of existing permit fee or \$50.00 minimum, whichever is greater	
Signs, to include: window, awning, wall, marquee, freestanding (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	
Permit for marquee sign (new or replacement)	\$20.00 / \$1,000.00	
Permit for freestanding sign (new or replacement)	\$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	
Zoning Permit – Fences, Accessory Structures less than 200 sq.ft., Agricultural Buildings, Propane Tanks	\$75.00	\$75.00
Zoning Permit – Accessory Structures less than 200 sq. ft.	\$75.00	
Zoning Permit – Agricultural Buildings	\$75.00	
Home Occupation – Traffic	\$150.00	\$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	

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Fee Description	2016	2017
Fee Change Narrative:		
1. Propane tanks were not previously listed in fee schedule. Improvements involving these types of tanks require review by staff and the fee will off-set a portion of that 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	
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	
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
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	\$150.00
Blasting Permit – Non-Residential	\$150.00	\$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

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Fee Description	2016	2017
Code Appeals – Fire Prevention	\$750.00	
Change in Contractor: Commercial and Residential	10% of existing permit fee or \$50.00, whichever is greater	
Plan Review Fee	\$95.00	
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 Department of Agriculture approval)	\$100.00	\$100.00
Food Vendor (mobile and vendors requiring Department of Agriculture approval)	\$200.00	\$200.00
Temporary Food Establishment	\$125.00	\$125.00
Special Event Sponsor Fee	\$250.00	\$250.00
Plan Review – Food Establishment	\$150.00 / initial review	\$150.00 / initial review
Plan Review – Resubmitting Plans	\$75.00	\$75.00
Re-inspection for a failed inspection	50% of initial fee	50% of initial fee
Annual Outdoor Dining Renewal	\$150.00	\$150.00

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Fee Description	2016	2017
Indoor Dining Application Renewal Late Fee	75% of license fee	75% of license fee
Outdoor Dining Application Renewal Late Fee	\$70.00	\$70.00
Chapter 178 Historical and Architectural Review Board ("HARB")		
Application to HARB	\$50.00	\$50.00
Chapter 195 Mechanical		
HVAC License Annual (air cond., heating & refrig., mchs.)	\$50.00	\$50.00
RESIDENTIAL – one and two-family		
Geothermal / HVAC systems	\$100.00	\$100.00
Replace, modify or relocate duct work	\$50.00	\$50.00
Water Well or Non-Potable Water, Irrigation	\$100.00	\$100.00
Solar Mechanical/Plumbing	\$150.00	\$150.00
Add, modify or extend radiant/baseboard or other hydro-mechanical systems	\$50.00	\$50.00
New or replacement central heating systems	\$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
New or replacement air cond. central systems	\$100.00	\$100.00
New or replacement heat pump	\$100.00	\$100.00
All well driven or mechanical water supply systems for geothermal HVAC systems	\$100.00	\$100.00
Solar Mechanical / Plumbing	\$150.00	\$150.00
Change in Contractor: Residential	10% of existing permit fee or \$15.00 minimum, whichever is greater	
COMMERCIAL - Commercial, institution, public land use, recreation, multi-family		
Geothermal/HVAC system wells: 0-10 wells	\$200.00	\$200.00
Geothermal/HVAC system wells: 11-30 wells	\$350.00	\$350.00
Geothermal/HVAC system wells: 31 or more	\$500.00	\$500.00
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 (fee capped at 1,000,000 BTU's)

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Fee Description	2016	2017
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 (fee capped at 1,000,000 BTU's)
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
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
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
Solar Mechanical/Plumbing	\$175.00	\$175.00
Water Wells or Non-Potable Water Wells	\$100.00	\$100.00
M/C/I Code Appeals Mechanical – Residential and Commercial	\$750.00	
Change in Contractor: Commercial	10% of existing permit fee or \$30.00 minimum, whichever is greater	
Plan Review Fee	\$95.00	
Chapter 218 Plumbing		
Plumber License (annual)	\$50.00	\$50.00
RESIDENTIAL - one and two family		
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
Alterations/additions/ repairs one fixture (minimum fee)	\$35.00	\$35.00

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Fee Description	2016	2017
Pipe Repair	NEW IN 2017	\$75.00
Exterior lateral sewer connection or repair	\$150.00	\$150.00
Interior main drain alteration or replacement (which includes stack vent)	\$75.00	\$75.00
Garbage grinders and dishwashers (new installation or replacement)	\$15.00 Each	\$15.00 Each
All gas and electric appliances needing gas or plumbing piping	\$75.00 for first unit, \$15.00 for each additional	\$75.00 for first unit, \$15.00 for each additional
Water service (new or replacement)	\$75.00	\$75.00
Domestic hot water heater (new or replacement)	\$20.00	\$20.00
Sewer ejection pump (new or replacement, not incl. connections.)	\$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
Sewer 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	
COMMERCIAL - Commercial, institution, public land use, recreation, multi-family		
New work, alt., additions not exceeding 5 fixtures	\$75.00, \$5.00 each additional fixture	\$75.00, \$5.00 each additional fixture
External lateral sewer connection or repair main drain or sewer connection (new)	\$150.00	\$150.00
Pipe Repair	NEW FOR 2017	\$100.00
Garbage grinders and dishwashers (new installation or replacement)	NEW FOR 2017	\$30.00 Each
Main interior drain replacement, alterations or repair (incl. stack vent)	\$75.00	\$75.00
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.
All gas and elect. Appl. Requiring plumbing or mech. Install. (new or replacement, incl. gas piping)	\$75.00 for first unit, \$15.00 for each additional	\$75.00 for first unit, \$15.00 for each additional

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Fee Description	2016	2017
Water service (new or replacement)	\$100.00	\$100.00
Each hot water heater (new or replacement)	\$75.00	\$75.00
Interceptors & separators (new or replacement)	\$75.00	\$75.00
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:		
1. Pipe repair (Residential and Commercial) was added to offset costs associated with inspection of work to ensure code compliance. Commercial garbage grinders and dishwashers was part of the fee schedule in years past and was accidentally deleted. This item is being added back in to cover costs associated with inspections of work to ensure code compliance.		
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	\$2,500.00 plus \$500 for each subsequent hearing	\$2,500.00 plus \$500 for each subsequent hearing
Re-inspection after 2 nd failed inspection	\$100.00	\$100.00
Application Late Fee:		
July 1 st to July 31 st	\$100.00	\$100.00
On or After August 1 st	\$150.00	\$150.00
Chapter 280 Zoning Hearing Board		
Application fees for Zoning Hearing Board: One and two family dwellings, Rooming house, multi-family	\$550.00 plus \$275 for each add'l hearing	\$550.00 plus \$275 for each add'l hearing
Application fees for Zoning Hearing Board: Rooming house, multi-family	\$550.00 plus \$275 for each add'l hearing	
Application fees for Zoning Hearing Board: Non-res. uses (incl. comm., planned, institutional, and public land use)	\$900.00 plus \$450 for each add'l hearing	\$900.00 plus \$450 for each add'l hearing

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Fee Description	2016	2017
Application fees for Zoning Hearing Board: Challenge to the validity of map or ordinance	\$7,500.00 plus \$450 for each add'l hearing	\$7,500.00 plus \$450 for each add'l hearing
Application fees to Board of Commissioners: Application to amend zoning map/ord.	\$1,500.00 plus \$750 for each add'l hearing	\$1,500.00 plus \$750 for each add'l hearing
Application fees to Board of Commissioners: Application for conditional use	\$1,500.00 plus \$750 for each add'l hearing	\$1,500.00 plus \$750 for each add'l hearing
Application fees to Board of Commissioners: Curative Amendment	\$7,500.00 plus \$750 for each add'l hearing	\$7,500.00 plus \$750 for each add'l hearing
Appeals from Zoning Officer or Township Engineer – Residential	\$550.00 plus \$275 for each add'l hearing	\$550.00 plus \$275 for each add'l hearing
Appeals from Zoning Officer or Township Engineer – Non-Residential	\$900.00 plus \$450 for each add'l hearing	\$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
Other Community Development		
Code Appeals Application Fee – Building, Electrical, Fire Prevention, Mechanical, Plumbing, Property Maintenance	\$750.00	\$750.00
Act 46 Permit Extension Fee	\$100.00	
Inter-municipal Transfer of Liquor License	\$1,500.00 plus \$750 for each additional hearing	\$1,500.00 plus \$750 for each additional hearing

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Fee Description	2016	2017
PA State Assessed Training Fee, Building, Plumbing, Mechanical, Electrical	\$4.00 / permit	\$4.00 / permit
Administration of PA state Assessed Training Fee	\$2.00 / permit	\$2.00 / permit
Zoning Maps	\$15.00	\$15.00
Plan Review Fee (Payment is due when the permit is issued)	\$95.00	\$95.00
Code Official Overtime Rate	\$100.00 / hour	\$100.00 / hour
Administrative Refund Fee	\$10% or \$30.00, whichever is greater	\$10% or \$30.00, whichever is greater
Change of Contractor	Fees are Non-Refundable	
Dormitory Inspection Fee	\$24.00 / room	\$24.00 / room
Appeal of Health Enforcement Notice to Board of Health:		
Single Family Residential	\$550.00	\$550.00
Multi-Family Residential and Non-Residential'	\$900.00	\$900.00
Residential Change in Contractor New one and two family dwelling	10% of existing permit fee or \$20.00, whichever is greater	10% of existing permit fee or \$20.00, whichever is greater
Change in Contractor: Commercial, institution, public land use, recreation, multi-family buildings and fire suppression systems	Varied	10% of existing permit fee or \$50.00 minimum, whichever is greater
Fee Change Narrative:		
1. Commercial Change of Contractor fees varied between \$30 and \$75 in the different permit categories; which created confusion and inconsistencies.		

Engineering Department		
Grading Permit		
Grading Permit Application Minor	\$475.00	\$495.00
Grading Permit Application The permit fee includes the submission review, and the allowance of one plan re-submission, and two site inspections. During the review process, the applicant will provide an escrow amount to cover the cost of trees required by the Shade Tree Commission, erosion and sedimentation control, and a contingency for additional inspections and/or additional plan review.	\$150.00 for first 50 cubic yards ("cy") of cut and fill; Plus \$200.00 for 51 to 1,000 cy of cut and fill; Plus \$200.00 each additional 1,000 cy of cut and fill	\$150.00 for first 50 cubic yards ("cy") of cut and fill; Plus \$200.00 for 51 to 1,000 cy of cut and fill; Plus \$200.00 each additional 1,000 cy of cut and fill

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Fee Description	2016	2017
Grading Permit Application Requiring Stormwater Management The permit fee includes the submission review, and the allowance of one plan re-submission, and two site inspections. During the review process, the applicant will provide an escrow amount to cover the cost of trees required by the Shade Tree Commission, erosion and sedimentation control, and a contingency for additional inspections and/or additional plan review	\$500.00 / 0 to 1,000 cy of cut and fill	\$500.00 / 0 to 1,000 cy of cut and fill
Grading Permit Application Requiring Ground Water Recharge The permit fee includes the submission review, and the allowance of one plan re-submission, and two site inspections. During the review process, the applicant will provide an escrow amount to cover the cost of trees required by the Shade Tree Commission, erosion and sedimentation control, and a contingency for additional inspections and/or additional plan review	\$200.00	\$220.00
Fee Change Narrative: 1. It is anticipated that the entire grading permit fee schedule will be revamped in 2017. The current RFP for engineering services requires the chosen consultant to provide a flat fee for grading permit review, based upon a review of the existing permits, and Township negotiation of price. The increase reflects anticipated hourly rate increases in consultants and staff.		
Subdivision / Land Development ("SALDO")		
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	\$1,300.00
Minor Subdivision (5 lots or less)	\$950.00 / plan; plus \$150.00 / lot	\$950.00 / plan; plus \$150.00 / lot
Professional Escrow Account*	\$7,000.00	\$7,000.00
Major Subdivision (more than 5 lots)	\$2,000.00 / plan; plus \$150.00 / lot	\$2,000.00 / plan; plus \$150.00 / lot
Professional Escrow Account*	\$15,000.00	\$15,000.00

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Fee Description	2016	2017
Multi-Family Dwellings	\$1,500.00 / plan; plus \$500.00 / unit	\$1,500.00 / plan; plus \$500.00 / unit
Professional Escrow Account*	\$10,000.00	\$10,000.00
Land Development (under 1 acre)	\$1,100 / plan; plus \$350.00 each building; plus \$100.00 / acre	\$1,100 / plan; plus \$350.00 each building; plus \$100.00 / acre
Professional Escrow Account*	\$10,000.00	\$10,000.00
Land Development (1 acres or more)	\$1,500 per plan; plus \$350.00 each building; plus \$100.00 each acre	\$1,500 per plan; plus \$350.00 each building; plus \$100.00 each acre
Professional Escrow Account*	\$15,000.00	\$15,000.00
Inspections of Improvement	Inspection (Staff) \$65.00 Inspection (Engineer) See rates in Appendix A	Inspection (Staff) \$67.00 Inspection (Engineer) See rates in Appendix A
Review of Development Plans Commercial: Landscaping and other improvements	Inside or Outside Professional: See rates in Appendix A	Inside or Outside Professional: See rates 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

Notes: All professional escrow funds are 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 Professional Service Fees in Appendix A. All SALDO application’s fees are for one review with provided comments. Additional plan reviews, resubmissions, consultant fees, legal fees, etc. are to be paid from the escrow account, following the first review. The escrow account must be replenished when the balance of the account is at 20% of the original escrow amount.

Fee Change Narrative:

- Professional Escrow Account change reflects the Township costs for revisions to the plan. (It is anticipated that the entire SALDO fee schedule will be revamped in 2017. It is anticipated that after the Engineering RFPs are received, and the firm chosen, the SALDO fee schedule will be based on new fees, and the process stream lined).**
- Inspections of Improvement change anticipates rate changes in 2017.**

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Fee Description	2016	2017
Sewage Enforcement		
Sewage Enforcement Officer Permits	\$750.00 per application (includes inspection)	\$750.00 per application (includes inspection)
Sewage Enforcement Officer Permits (additional perc test)	\$350.00	\$350.00
Sewage Enforcement Officer Permits (repairs to existing system)	\$300.00	\$300.00
Other Engineering		
Sidewalk Plans for Bids	Determined by Bid	
Sidewalk Replacement Permit Fee	1 – 10 Blocks \$50.00 11 – 20 Blocks \$100.00 21+ Blocks \$125.00	1 – 10 Blocks \$50.00 11 – 20 Blocks \$100.00 21+ Blocks \$125.00
Clearing Permits If inspections are required, they will be charged in accordance with Appendix A.	\$250.00 / acre with a minimum charge of \$80.00	\$250.00 / acre with a minimum charge of \$80.00
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)

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Fee Description	2016	2017
Finance and Administration		
Stormwater and Sanitary Sewer Fees		
Sanitary Sewer Rent	\$5.90 per 1,000 gallons' water used	\$5.90 per 1,000 gallons' water used
Sanitary Sewer Rent Delinquent Charges	1% monthly beginning June 1 through march 1 applied on the full outstanding balance from the previous month	1% monthly beginning June 1 through march 1 applied on the full outstanding balance from the previous month
Stormwater Fee	29.00 per unit	29.00 per unit
Stormwater Fee Delinquent Charges	0.5% monthly beginning March 1 through December 1 applied on the full outstanding balance from the previous month	0.5% monthly beginning March 1 through December 1 applied on the full outstanding balance from the previous month
Sanitary or Stormwater Certification Fee	\$7.50	\$7.50
Expedited Sanitary or Stormwater 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
Sanitary Sewer Connection Fee New Multi-family (0-10 units)	\$500.00 per unit	\$500.00 per unit
Sanitary Sewer Connection Fee New Multi-family (11 or more units)	\$400.00 per unit	\$400.00 per unit
Minimum Sewer Service Charge	\$65.00	\$65.00
Filing of Lien (to include, but not limited to, Sanitary Sewer Rent, Stormwater Fee, or Property Maintenance Costs)	\$125.00 Attorney Fee \$18.50 Filing Fee	\$125.00 Attorney Fee \$18.50 Filing Fee
Writ of Scire Facias (for delinquent accounts)	\$100.00 Attorney Fee \$22.50 Filing Fee	\$100.00 Attorney Fee \$22.50 Filing Fee
Entering of Judgement (for delinquent accounts)	\$150.00 Attorney Fee \$13.50 Filing Fee	\$150.00 Attorney Fee \$13.50 Filing Fee

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Fee Description	2016	2017
Sheriff Sale	Actual Cost	Actual Cost
Other Finance Department		
Business Privilege and Mercantile License Fee	\$10.00	\$10.00
Postage Non-Residential	Actual Cost	Actual Cost
Returned Check	\$50.00	\$50.00
Refund Fee	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 per one sided page	\$0.25 per 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

Information Technology

Room Rentals

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 [*Information Technology Police for Rental and Use of Township Conference Rooms & Equipment*](#) for fee waiver opportunities.

Friends Meeting Room (ground floor) – capacity 40	\$50.00 per hour	\$50.00 per hour
Radnorshire Room (first floor) – capacity 125	\$100.00 per hour	\$100.00 per hour
Radnorshire Room (first floor) – capacity 125 - Tenant rental	\$250.00 per hour	\$250.00 per hour
Powys Room (first floor) – capacity 15	\$35.00 per hour	\$35.00 per hour

Hourly Equipment and Staffing Fees

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.

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

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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 handhelds and 2 lavalieres (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
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
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 per hour	\$100.00 per hour
Radnorshire Room (no recording) – Microphones, laptop, projector, setup and breakdown	\$250.00 per hour	\$250.00 per hour
Radnorshire Room (recording) – Microphones, laptop, projector, DVD recording, setup and breakdown	\$350.00 per hour	\$350.00 per hour
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 per production	\$250.00 per production

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Fee Description	2016	2017
Parks and Recreation		
General Programming and Events		
Programming and event fees are determined and allocated on an ongoing basis as they are planned. Specific programming and 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 corresponding program or event. In the majority of circumstances, the direct costs of programming and events are not incurred unless the proceeds collected cover those costs. The Recreation Department determines the fees for programming and events on an ongoing basis throughout the developmental process.		
Administrative Fees		
Refund Fee	\$10% of total fee paid, or a minimum of \$10.00 charge	\$10% of total fee paid, or a minimum of \$10.00 charge
Non-Resident Program or Event Participation Fee	\$30.00 per person per registration	\$30.00 per person per registration
Parks, Picnic Areas, Fields, and Facilities		
Fenimore Woods Clem Macrone Park Pavilion Rental	\$75.00 Resident \$150.00 Non-Resident/ Companies	\$75.00 Resident \$150.00 Non-Resident/ Companies
Fenimore Woods Pavilion Rental Restroom Facility Key Replacement Fee	\$15.00 per key	
Fenimore Woods Pavilion Rental Sports Kit Rental	\$25.00 per kit	
Picnic Court Park Area Rentals	\$55.00 Resident \$75.00 Non-Resident/ Companies	\$55.00 Resident \$75.00 Non-Resident/ Companies
Photo Permit for Township Park Grounds	\$75.00 per hour	\$75.00 per hour
Field Permitting Fee (to cover the permitting costs for athletic fields)	\$60.00 per field per usage / one-time usage fee	\$60.00 per field / three-hour usage \$85.00 per field / three-hour usage Non-Resident/Companies
Adult League Team Field Permit (Softball, Soccer, Baseball, etc.) [The above fee applies to programs that utilize both Township fields and School District Fields]	\$100.00 per season Not-to-exceed 10-week period	\$100.00 per season Not-to-exceed 10-week period

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Fee Description	2016	2017
Adult League Team Field Permit (Softball, Soccer, Baseball, etc) [The above fee applies to all new requests with full seasonal usage at Township fields]	\$275.00 per season Not-to-exceed 10-week period	\$275.00 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.]	\$15.00 per person per season Not-to-exceed 10-week period	\$15.00 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.] <ul style="list-style-type: none"> • Radnor Residents / Radnor Non-Profit Organizations or Programs • Radnor Private Educational Institutions, Organizations or Programs • Non-Radnor Residents / Non-Radnor Non-Profit Organizations, Educational Institutions, or Program • For-Profit Businesses or Non-Resident Groups [The above fees do not apply to Radnor Community Youth Sports Organizations that include Radnor Soccer Club, Radnor Wayne Little League and Radnor Girls/Boys Lacrosse.]	\$60.00 per usage One-time usage fee \$75.00 per hour \$150.00 per hour	\$75.00 per three-hour usage \$75.00 per hour \$100.00 per hour \$150.00 per hour
Fee Change Narrative: <ol style="list-style-type: none"> Field Permitting Fee: restructure to fee is being proposed for a three-hour usage vs. 'per usage' ALONG WITH the addition of a Non-Resident/Companies fee to cover the administrative costs of scheduling/managing athletic fields 		

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Fee Description	2016	2017
2. Radnor Memorial Park Turf Field Permit Fee:		
<ul style="list-style-type: none"> • <u>Radnor Residents / Radnor Non-Profit Organizations and Programs</u> that are for a three-hour usage vs. 'per usage' to cover the administrative costs of scheduling/managing athletic field. • Addition of <u>Non-Radnor Residents / Non-Radnor Non-Profit Organizations and Programs</u> fee- to accommodate tier of usage and cover the administrative costs of scheduling/managing athletic field 		
Advertising Fee (not applicable to the Township Newsletter)		
Business Card Advertising in Brochure	\$200.00 per Advertisement	\$200.00 per Advertisement
Single Edition Publication Business Card Advertising in Township / Department Publication for Commercial Business	\$225.00 per Advertisement	\$225.00 per Advertisement
Single Edition Publication - ¼ page Advertising in Township/Department Publication for Commercial Business	\$450.00 per Advertisement	\$450.00 per Advertisement
Single Edition Publication - ½ page Advertising in Township/Department Publication for Commercial Business	\$650.00 per Advertisement	\$650.00 per Advertisement
Single Edition - Full page Advertising in Township/Department Publication for Commercial Business (does not include inside front or back cover)	\$950.00 per Advertisement	\$950.00 per Advertisement
License Fee Advertising Banner for Encke Fields	\$2,000.00 per Field	\$2,000.00 per Field
Radnor Activity Center ("RAC") at Sulpizio Gym Permit Fees		
<i>Group 1 Community service and/or recreation groups which are comprised of or serve the citizens of Radnor Township:</i>		
Group 1: Full Gym per hour	\$50.00 Resident \$90.00 Non-Resident	
<i>Group 2: Non-civic business groups operating for the benefit or profit of a restricted group</i>		
Group 2: Full Gym per hour	\$100.00 Resident \$150.00 Non-Resident	

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Fee Description	2016	2017
 Birthday Party: 2-hour party with event supervisor 	 \$275.00 Resident \$305.00 Non-Resident 	
Full Gymnasium Rentals <ul style="list-style-type: none"> • Radnor Residents / Radnor Non-Profit Organizations or Programs • Non-Radnor Residents / Non-Radnor Non-Profit Organizations or Groups • Radnor Township Businesses, Educational Institutions, Organizations, or Programs • Non-Radnor Businesses, Educational Institutions, Organizations, or Programs 		\$60.00 per hour \$100.00 per hour \$110.00 per hour \$160.00 per hour
Birthday Party / Gymnasium: 2-hour party with event leader and party room		\$300.00 Resident \$330.00 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	

Fee Change Narrative:

1. **Sulpizio Full Gymnasium Rentals:** proposed restructure to fees above are to re-illustrate the fee definitions; increased fees proposed are to cover the administrative and operational costs of the facility

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Fee Description	2016	2017
Police Department		
General Fees		
Alarm Registration Fee	\$100.00	\$100.00
Accident Report Fee	\$15.00	\$15.00
Fingerprinting Fee	\$30.00 first card \$20.00 for each add'l	\$30.00 first card \$20.00 for each add'l
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	\$25.00 Residential \$75.00 Non-Residential \$5.00 Temporary Parking per day	\$25.00 Residential \$75.00 Non-Residential \$10.00 Senior Citizens \$5.00 Temporary Parking Per Day
Parking Permit Fee Louella Park and Walk	\$190.00 Half Year \$375.00 Full Year	\$190.00 Half Year \$375.00 Full Year
Meter Bag Fee/Parking Space Reservation	\$10.00 per day per parking space	\$10.00 per day per parking space
Peddling and Solicitation Fee	\$110.00	\$110.00
Extra Duty Fee Detail Rate	1.70 x Patrolman Overtime Rate	1.70 X Patrolman Overtime Rate
Police Vehicle at Location Fee (owner request)	\$25.00 per hour per vehicle	\$25.00 per hour per vehicle
Video Tape / DVD Fee	\$75.00 per copy	\$75.00 per copy
Records Check Fee	\$30.00 Written \$15.00 Verbal	\$30.00 Written \$15.00 Verbal
Police Service Fee Notarized Document	\$45.00 per service	\$45.00 per service
Expungement Letter Fee	\$100.00	\$100.00
K9 Services (Note: This only applies to non-emergency calls for service)	During Shift \$100.00 per hour 2 or 4 hour minimum at P.D. discretion Non-Shift Paid at Detail Rate (above) 2 or 4 hour minimum at P.D. discretion	During Shift \$100.00 per hour 2 or 4 hour minimum at P.D. discretion Non-Shift Paid at Detail Rate (above) 2 or 4 hour minimum at P.D. discretion

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Fee Description	2016	2017
False Alarms Fine	\$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 Fine	\$20.00 if paid on time \$25.00 additional for late payments	\$20.00 if paid on time \$25.00 additional for late payments

Fee Change Narrative:

- Parking Permit | Residential Permits:** Added a discounted permit amount for senior citizens

Public Works Department		
General Fees		
Road Opening Permit	\$150.00 per 100 ft cut	\$150.00 per 100 ft cut
Bulk Trash Collection	\$25.00 Less than 5 items or 150 lbs Add'l \$25.00 each additional 5 items Add'l \$25.00 each item over 150 lbs Add'l \$10.00 each item with Freon Add'l \$5.00 each item with Propane	\$25.00 Less than 5 items or 150 lbs Add'l \$25.00 each additional 5 items Add'l \$25.00 each item over 150 lbs Add'l \$10.00 each item with Freon Add'l \$5.00 each item with Propane
Recycling Can Replacement	\$20.00 per can	\$20.00 per can
Rear Yard Trash Collection (single and multi-family units with less than 9 attached units)	\$420.00 per house/unit per year	\$420.00 per house/unit per year
Real Yard Trash Collection (multi-family units with greater than 9 attached units)	\$240.00 per unit per year	\$240.00 per unit per year

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Appendix A
Professional Services Hourly Rates

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Township Staff		2017 Approved Rate
Township Manager		\$125.00 per hour
Public Works Director		\$112.00 per hour
Finance Director		\$120.00 per hour
Police Superintendent		\$115.00 per hour
Police Lieutenants		\$110.00 per hour
Community Development Director		\$90.00 per hour
Recreational Programming Director		\$90.00 per hour
Planner		\$85.00 per hour
Information Technology		\$65.00 per hour
Engineering Inspector		\$85.00 per hour
Gannett Fleming, Inc.		2017 Approved Rate
Senior Project -Manager		\$160 per hour
Project Engineer		\$125 per hour
Staff Engineer		\$110 per hour
Engineering Technician		\$95 per hour
Field Technician		\$80 per hour
Clerical		\$65 per hour
Specialty Engineers, Scientists and Planners (as needed)		TBD
Gilmore & Associates, Inc.		2016 Approved Rate
Principal III		\$170 per hour
Principal II		\$155 per hour
Principal I		\$140 per hour
Consulting Professional V		\$135 per hour
Consulting Professional IV		\$130 per hour
Consulting Professional III		\$125 per hour
Consulting Professional II		\$120 per hour
Consulting Professional I		\$115 per hour
Design Technician V		\$110 per hour
Design Technician IV		\$100 per hour
Design Technician III		\$95 per hour

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Design Technician II	\$90 per hour
Design Technician I	\$85 per hour
Construction Representative III	\$105 per hour
Construction Representatives II	\$95 per hour
Construction Representatives I	\$85 per hour
Surveying Crew	\$145 per hour
Project Assistant	\$80 per hour
Grim, Biehn & Thatcher	
	2016 Approved Rate
Township Solicitor	\$185 per hour
John B. Rice, Esquire	
Peter H. Nelson, Esquire	
Stephen J. Kramer, Esquire	
RETTEW	
	2016 Approved Rate
Senior Professional/Project Manager 2	\$143 per hour
Professional III/Project Manager 1	\$127 per hour
Professional II/III	\$105 per hour
Professional II/Technician III	\$92 per hour
Professional I/Technician II	\$79 per hour
<u>Key Personnel:</u>	\$70 per hour
Steve Gabriel, Project Manager 3, Primary Contact	\$155 per hour
Joel Young, Group Manager/Land Development	\$155 per hour
John Schick, Project Manager 3, Transportation	\$155 per hour

RESOLUTION 2017-03

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, ESTABLISHING PRIORITIES FOR THE CITIZENS' AUDIT AND FINANCIAL ADVISORY COMMITTEE ("CARFAC") FOR 2017

WHEREAS, the Board of Commissioners established CARFAC with the adoption of Resolution 2011-01 on January 24, 2011; and

WHEREAS, CARFAC was established to "advise and report to the Board on issues concerning the Township audit, budget and finances on an on-going basis" as written in Resolution 2011-01; and

WHEREAS, CARFAC and members the Board of Commissioners met in a public meeting on November 16, 2016 to discuss possible projects and on-going priorities for 2017; and

WHEREAS, in order to establish clear, public direction to CARFAC, the Board of Commissioners wishes to formally adopt the priorities that CARFAC should work on in 2017.

NOW, THEREFORE, it is hereby **RESOLVED** that the Radnor Township Board of Commissioners requests CARFAC to work on the following priorities for 2017:

- 1) Planning & Budgeting
 - a. Continue our analysis of the Township's funding of its Capital Plan and Long-Term Liabilities, to include how Radnor compares to other municipalities, to help the Board determine appropriate funding and the most suitable rate of return for use in calculating the Municipality's Minimum Obligation (MMO). Continue to update, refine, and design additional uses of the five-year planning model.
 - b. With respect to Payments in Lieu of Taxes (PILOT), research what has been done by other governments, what is possible, and how the Board might meet with more success in negotiating with local non-profits. Determine the costs of serving non-profits in Radnor.
 - c. Develop a comprehensive set of financial metrics to assist the Commissioners in their management of the Township's finances.
 - d. Continue to refine, update and publish the Stakeholder's Financial Summary Report annually.
 - e. Conclude our investigation of the benefits and costs of striving to improve the Township's credit rating with Moody's from Aa1 currently to Aaa, provided the Board approves the payment for additional research by PFM required to do so; report to the Board.

- 2) Audit
 - a. Oversee the Audit plan and process; interact with the public accounting firm's staff.
 - b. Continue to work with Township staff and auditors to identify and address material weaknesses and significant deficiencies revealed in the audit process.
 - c. Meet with the Board to present our findings, identify and report on Key Performance Indicators.
 - d. Obtain the Board's approval and acceptance of the audit.
 - e. Continue to work with Township staff to improve financial controls and processes.

- 3) Operations
 - a. Continue to monitor and guide the implementation of the new administrative software solution for the Township.
 - b. Review the Township's financial statements and unfunded liabilities quarterly; track key performance indicators; report to the Board annually or as needed.

SO RESOLVED, this 3rd day of January, A.D., 2017

RADNOR TOWNSHIP

By: _____

Name:

Title: President

ATTEST: _____

Name: Robert A. Zienkowski,

Title: Township Manager / Secretary

Radnor Township
PROPOSED LEGISLATION



DATE: December 23, 2016

TO: Board of Commissioners

FROM: William M. White, Director of Finance

A handwritten signature in black ink, appearing to read "W. White".

LEGISLATION: As discussed on December 12, 2016, this is the formal Resolution establishing CARFAC priorities for 2017.

LEGISLATIVE HISTORY: Since CARFAC's creation in 2011, they (CARFAC) invited Board of Commission members to attend one meeting annually to discuss current year projects and set the priorities that the Board would like CARFAC to work on in the subsequent year. The informal nature of those discussions left a gap between perceived direction and official Board action. The only way to resolve the issue is for the Board to have a formal discussion and direction in a Board of Commissioner meeting (rather than a CARFAC meeting).

The New Process (beginning with 2017 and moving forward): CARFAC invited all the Board members to attend their November 16, 2016 meeting to informally discuss projects that the Board would like CARFAC to work on in 2017. The Board reviewed the list at the December 12, 2016 meeting with no adjustments to the priorities.

PURPOSE AND EXPLANATION: This resolution will establish clear direction from the entire Board of Commissioners to CARFAC with regard to what projects the Board would like CARFAC to work on.

One item that was discussed at length on December 12 was whether CARFAC meetings should be broadcast on live television. CARFAC will reach out to the Board of Commissioners on that particular item separate of this resolution.

FISCAL IMPACT: There is no direct fiscal impact in adopting this resolution.

RECOMMENDED ACTION: CARFAC requests that the Board adopt this resolution at their January 3, 2017 meeting. Member(s) of CARFC will be in attendance to address any questions the Board has.

Discussion of Cameras at
Brookside Trail Entrance –
Commissioner Luke Clark