

# Radnor Township

## Community Development Department



- 2023 Budget Presentation -



# Community Development Department Mission

- ❖ Serve the Residents and Businesses of Radnor Township through the administration and enforcement of regulatory ordinances.
- ❖ Assure the health, safety, and welfare of our residents and businesses.
- ❖ Provide efficient and courteous service.
- ❖ Dedicated to maintaining a safe and welcoming environment.





# Community Development Department Changes for 2022

- ❖ Delaware County Health Department commenced operations in April
  - All licensing and inspections for food facilities and commercial pools are performed at the County level.
  
- ❖ Fire Safety Inspector/Program was funded as part of the Approved 2022 Budget
  - Position was filled at the end of August. Formal Inspections expected to start later this year.
  
- ❖ Comprehensive Plan Update was funded as part of the Approved 2022 Budget
  - Consultant Selected – Michael Baker International
  - Initial groundwork has begun
  - Steering Committee is being formed





# Organizational Chart

## RADNOR TOWNSHIP COMMUNITY DEVELOPMENT



- ❖ Current In-house Staffing:
  - 5 full time
  - 1 part time (property maintenance)
  - 1 part time (Administrative – **not filled**)
- ❖ 3<sup>rd</sup> Party Consultants:
  - 2 full time (code officials)
  - 1 part time (rental housing)





# Administrative Responsibilities

Maryann Cassidy  
Lisa Currie



- ❖ Process:
  - Permit and rental housing license applications and payments
  - contractor's license and insurance information
  - ZHB, DRB, and HARB applications, prepare packets for Board members and publish legal notices
- ❖ Prepare monthly reports for the County Board of Assessment
- ❖ Process Departmental Right-to-Know requests
- ❖ Schedule Code Officials inspection appointments





# Applications and Permits

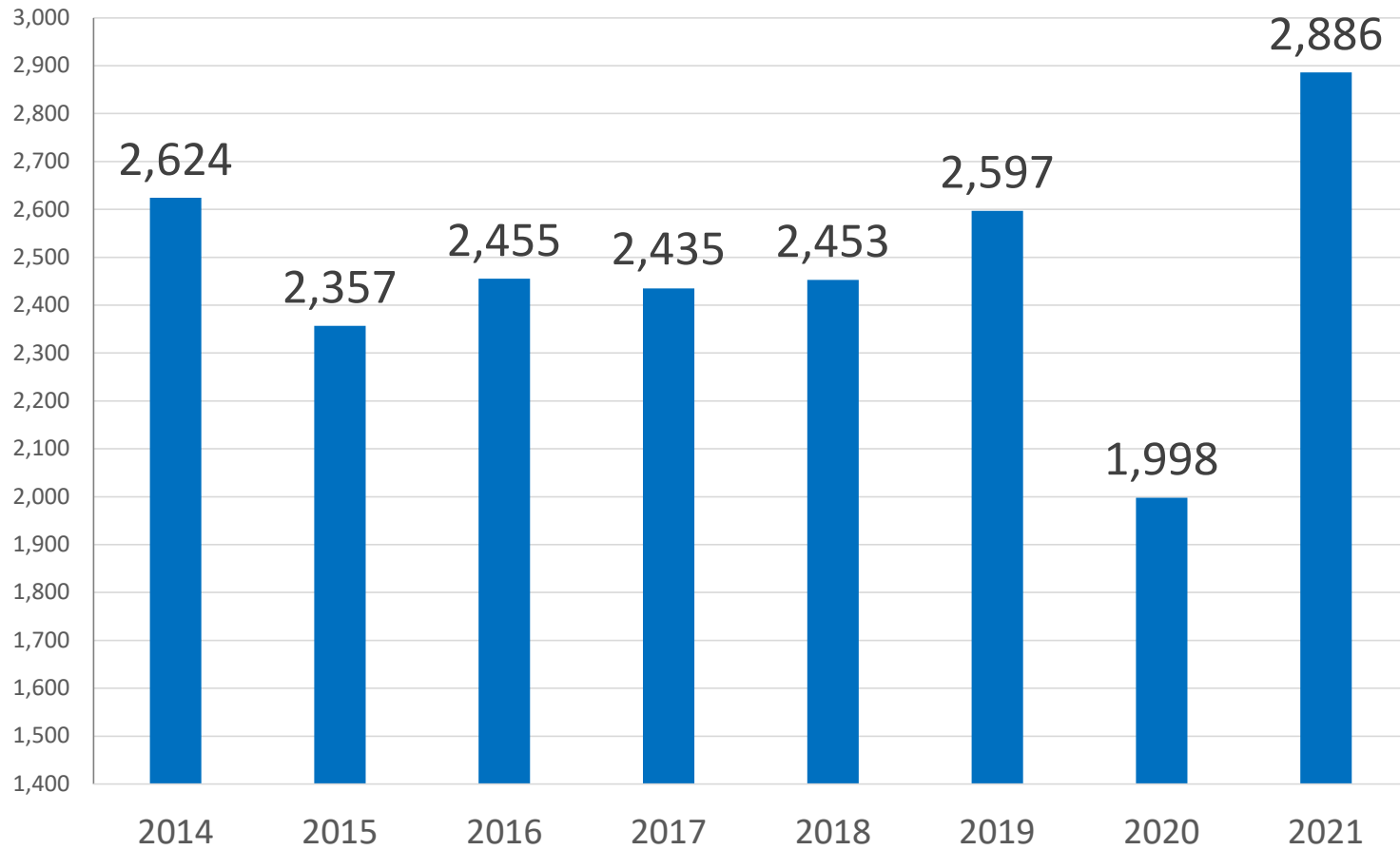
Community Development processes:	Issued 2021	Issued 2021 (1/1 to 9/30)	Issued 2022 (1/1 to 9/30)
Construction permits (building, electric, mechanical, plumbing)	2,568	1,967	1,677 <b>(290)</b>
Zoning Permits	173	145	110
Banner Permits	4	2	1
Fire	5	4	5
Design Review Board Applications	76	62	50
Historical/Architectural Review Board Applications	24	22	8
Zoning Hearing Board Applications	36	26	27
<b>TOTALS</b>	<b>2,886</b>	<b>2,228</b>	<b>1,887 (341)</b>





# Permit/License Activity

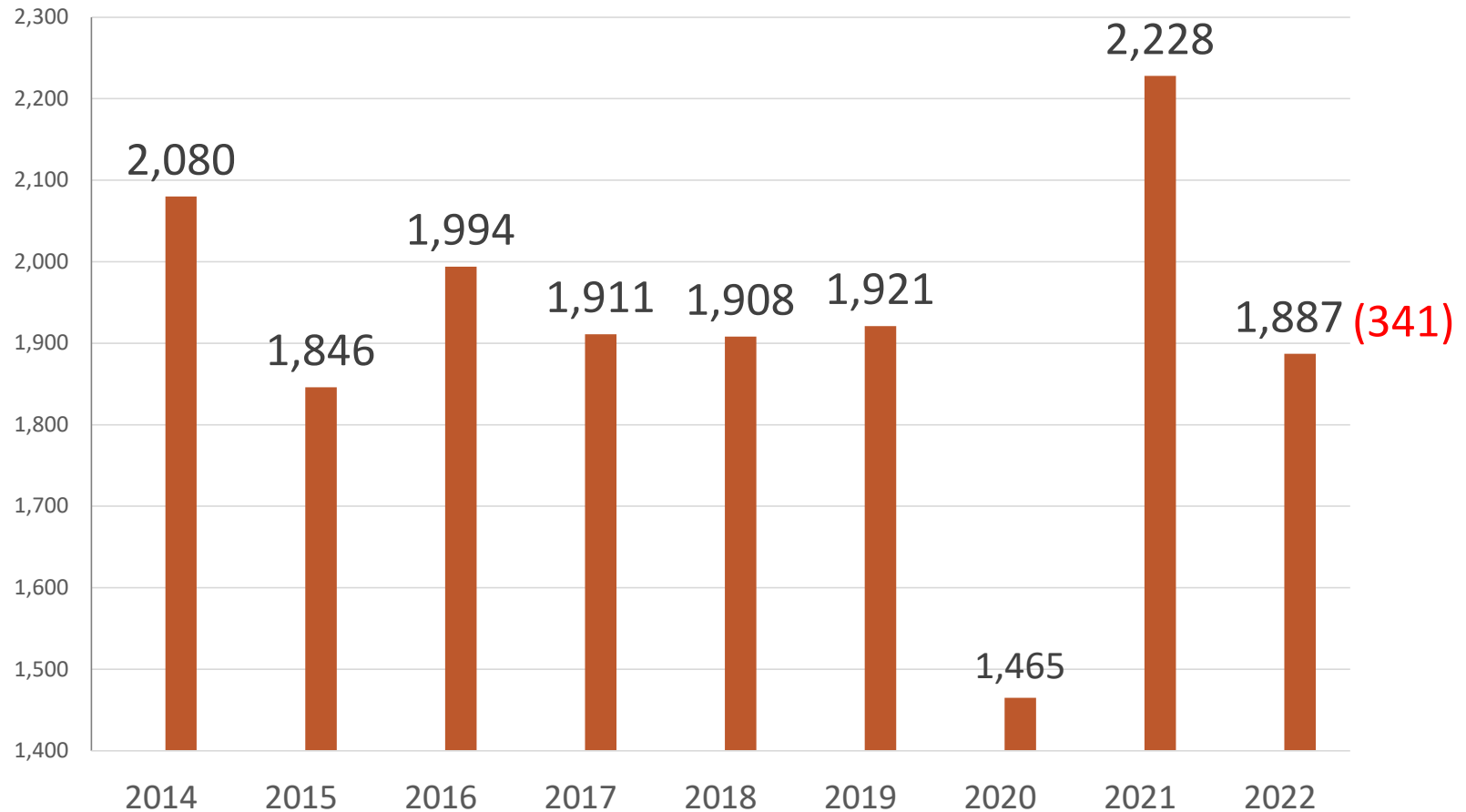
Year over Year





# Permit/License Activity

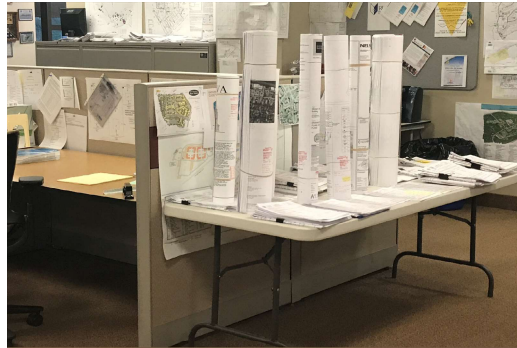
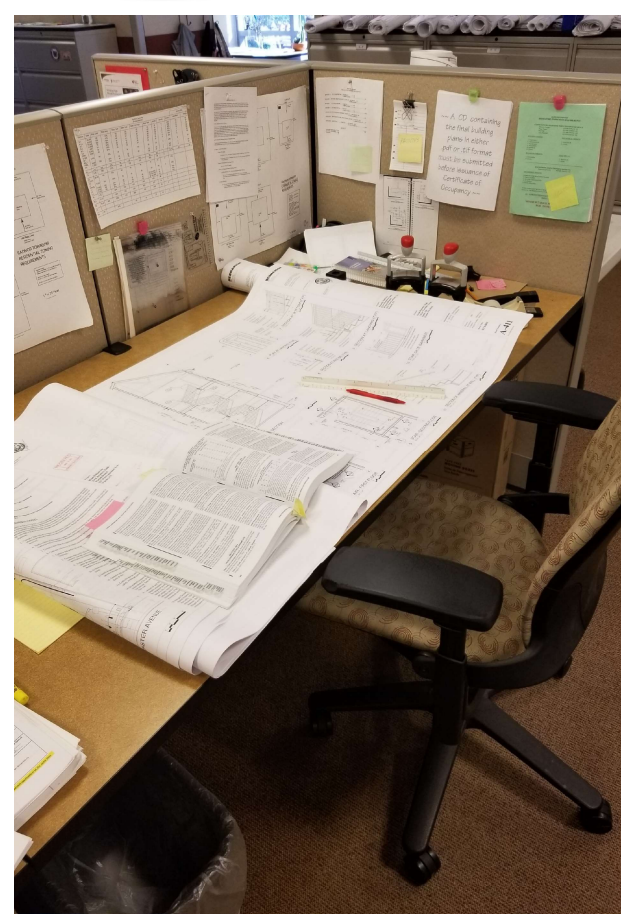
Comparatively from January 1<sup>st</sup> through September 30<sup>th</sup> of each year







# Codes and Inspections



- ❖ Perform Plan Review and issue permits
- ❖ Perform building related inspections
- ❖ Hold meetings with architects, builders, residents, and staff
- ❖ Respond to complaints
- ❖ Support and respond to Emergency Situations 24/7
- ❖ Serve as Township liaisons to Historical Architectural Review Board, Design Review Board, Zoning Hearing Board, Code Appeals Board, Rental Housing Appeals Board
- ❖ Coordinate with other Township Departments





# Code Officials

Andy Pancoast – Senior Code Official  
Michael Mesco – Fire Code Official  
Barry Isett Associates (2 Building Inspectors, Plan Review)  
Bill Bruno – Property Maintenance Inspector



## 2022 (January 1 to September 30)

**1,793** Building Permits submitted for review. A bundle application typically consists of applications for building, electric, mechanical, and plumbing. Commercial projects also contain, fire alarm and sprinkler applications.

**1,925+** inspections performed

**196** complaints

**3,333** open permits (since January 1, 2020)









# Rental Housing

Barry Isett Associates (1 Inspector)



Rental Licenses Total	886
Total Units	3,385
Non-Student	
Total Units	3,314
Student	
Total Units	71





On behalf of the Community  
Development Department, I would  
like to thank the Board of  
Commissioners, the Township  
Manager and my fellow Directors for  
allowing us to serve this great  
community.