

2024 CONSOLIDATED FEE SCHEDULE



Introduced | November 13, 2023
Adoption | November 27, 2023

RADNOR TOWNSHIP, PA 301 Iven Avenue, Wayne, PA 19087

Radnor Township, PA
2024 Consolidated Fee Schedule – Chapter 162 Fees
Ordinance 2023-10 | November 13, 2023
Effective January 1, 2024

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Fee Description	2023	2024
Community Development Department		
Chapter 125 Building Construction		
General Contractor’s License (annual)	\$50.00	\$50.00
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
Home Occupation – Traffic	\$150.00	\$150.00
Home Occupation – Non-Traffic	\$100.00	\$100.00
Zoning Compliance	\$100.00	\$100.00
Chapter 150 Design and Review Board		
Permit for Temporary banner (max 30 days)	\$50.00	\$50.00
DRB Application Fee per signs	\$100.00	\$100.00
DRB Application Fees for telecommunication antennas	\$200.00	\$200.00
DRB Application Fees for façade change	\$100.00	\$100.00

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DRB Application Fee for new building	\$200.00	\$200.00
DRB Application Fees for building additions and accessory structures	\$200.00	\$200.00
DRB Application Fees for Outdoor Dining application (furnishings and accessories)	\$100.00	\$100.00
Fee Change Narrative: Clarifying the fee for signs is per sign		
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	\$500.00	\$500.00
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
Fee Change Narrative:		
Chapter 178 Historical and Architectural Review Board (“HARB”)		
Application to HARB	\$50.00	\$50.00

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Fee Description	2023	2024
Chapter 195 Mechanical		
HVAC License Annual (air conditioning, heating & refrigeration, mechanicals.)	\$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 (fee capped at 1,000,000 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 (fee capped at 1,000,000 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,	\$30.00 for 10,000 BTUs,

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	\$10.00 each additional 10,000 BTU's	\$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

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	\$75.00	\$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

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Sewer grinder pumps and pit (E-One System)	\$300.00	\$300.00
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	\$100.00	\$100.00
Garbage grinders and dishwashers (new installation or replacement)	\$30.00 Each	\$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: n/a		

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

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Application Late Fee:		
July 1 st to July 31 st	\$200.00	\$200.00
On or After August 1 st	\$300.00	\$300.00
Fee Change Narrative: The Rental Housing Application Late Fee was established in 2013, increased in 2016, and increased again in 2023 as a result of continued significant delays by similar landlords submitting untimely renewals. Renewal notices are sent on these late renewals cause inefficiencies in the department by delaying completion / issuance of the required licenses. The prior approved fee amount offsets staff time to process the late renewals.		
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 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

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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	\$4.50 / permit	\$4.50 / 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
Residential Change in Contractor New one and two-family dwelling	10% of existing permit fee or \$20.00, whichever is greater	Up to 25% of existing permit fee or \$250.00, whichever is greater
Change in Contractor: Commercial, institution, public land use, recreation, multi-family buildings and fire suppression systems	10% of existing permit fee or \$50.00 minimum, whichever is greater	Up to 25% of existing permit fee or \$500.00 minimum, whichever is greater
Fee for work without permits	50% of permit fee	50% of permit fee
Re-inspection -Residential inspections for: Blasting, Footing, Foundation, Backfill, Slab, Rough, Framing, Energy, Drywall, Sprinkler, Rough In/Duct Testing, Underslab, Rough In, Shower Pan, Sewer Lateral (New Construction), Water Service (New Construction), Steel/Bonding & Final/Barrier (pools), Wire/Flashing/Barrier (stucco), Final	\$100 after 1 st failure 10% of permit fee after 2 nd and subsequent failures	\$100 after 1 st failure 10% of permit fee after 2 nd and subsequent failures
Re-inspection -Commercial inspections for: Footing, Foundation, Backfill, Slab, Rough, Framing, Above Ceiling, Energy, Close Up/Drywall, Sprinkler, Alarm, Rough In/Duct Testing, Underslab, Rough In, Shower Pan, Sewer Lateral (New Construction), Water Service (New Construction), Wire/Flashing/Barrier (stucco), Steel/Bonding & Final/Barrier (pools), Final	\$200 after 1 st failure 10% of permit fee after 2 nd and subsequent failures	\$200 after 1 st failure 10% of permit fee after 2 nd and subsequent failures

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No Inspection – call for inspection but not ready (residential)	\$250	\$250
No Inspection – call for inspection but not ready (commercial)	\$500	\$500
<p>Fee Change Narrative: Health enforcement issues fall under Delaware County Health Department</p> <p>Since the start of the Pandemic, the Department has seen a significant rise in change of contractor requests. In many cases this piecemeal approach to application submissions is done intentionally to get projects started sooner and before the actual contractors who would be doing the work are selected. A change in contractor requires staff to re-issue permits and process additional paperwork; spending time that could otherwise be used in other department functions. The increase in the fee is to offset staff's time processing these requests.</p> <p>Since the start of the Pandemic, the Department has seen repeated failed inspections and calls for inspections when the work is clearly not to the required building codes or ready for an inspection. This is a tremendous waste of Township Staff resources and diverting our inspectors away from other departmental responsibilities. It would appear that on failed inspections, contractors are either trying to cut corners and hope the inspectors don't catch it or are using the inspections as a way of telling them what is needed to complete the work according to code. The purpose of the increase in fees and new fees are to hold contractors accountable for their work.</p>		

Engineering Department		
Grading Permit		
Shed Permit Fee - to be used for installation or replacement of a storage shed only	\$120.00	\$120.00

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<p>Grading Permit Application Minor (<500 SF NEW Impervious or disturbance)</p> <p>This permit is for smaller projects where construction is less than 500 SF of new impervious surface or site disturbance. There is a \$50 permit application fee. Plan review, and inspection cost is \$460. *Should the cost of reviews and/or inspections exceed \$460, the applicant will be required to pay the overage before the project is approved. <u>A Certificate of Occupancy will not be issued unless all improvements are installed, inspected, and approved by the Township.</u></p>	<p>Permit Application Fee \$50</p> <p>Plan review & inspection \$460*</p>	<p>Permit Application Fee \$50</p> <p>Plan review & inspection \$460*</p>
<p>Grading Permit Application (500 SF < NEW Impervious or Disturbance < 1,500SF)</p> <p>This application is to be used when NEW impervious is greater than 500 SF, but less than 1,500 SF. A groundwater recharge system is required to mitigate this amount of NEW impervious. The permit application fee is \$50. Plan reviews, and inspections cost is \$1,450. No escrow is required for the improvements; <u>a Certificate of Occupancy will not be issued unless all improvements are installed, inspected, and approved by the Township.</u></p> <p>The applicant is required to pay all cost overages, i.e. if the balance of the account, after deducting current review fees is less than \$500, the applicant will be required to deposit additional funds to keep the balance at \$1,500. All unused funds will be inspection and approval of the project.</p>	<p>Permit Application Fee \$50</p> <p>Plan review and inspections \$1,450*</p>	<p>Permit Application Fee \$50</p> <p>Plan review and inspections \$1,450*</p>
<p>Stormwater Management Permit Application (for projects with >1,500 NEW impervious or disturbance)</p> <p>The cost of the permit application fee is \$50. A professional services (PSA) account will be funded by the applicant with a balance of \$3,000. The review process, inspections, SWM Agreement, legal, and other communications will be billed per the attached fee schedule, and reimbursed by the applicant funded PSA. For single lot construction, an escrow for non-dedicated improvements is not required; a Certificate of Occupancy will not be issued unless all improvements are installed, inspected, and approved by the Township. An escrow account will be required for improvements dedicated to the Township.</p> <p>Professional Services Account Required. The applicant is required to pay all cost overages; upon the balance of the PSA reaching \$1,000, applicant will be required to deposit appropriate funds to keep balance at \$3,000. All unused funds will be returned to the applicant upon completion of project.</p>	<p>Permit Application Fee \$50</p> <p>Professional Service Agreement \$3,000</p>	<p>Permit Application Fee \$50</p> <p>Professional Service Agreement \$3,000</p>
Subdivision / Land Development (“SALDO”)		
Sketch Plan, Reverse Subdivision, Lot line Change, Lot Consolidation.	Application Fee \$50	Application Fee \$50

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The application fee is \$50. This application requires a \$3,950 professional services (engineering, legal) account. Upon the balance of the PSA reaching \$1,000, applicant will be required to deposit appropriate funds to keep balance at \$4,000. All unused funds will be returned to the applicant upon completion of project. A signed deposit slip is required at the time of application submission	Professional Services Agreement \$3,950	Professional Services Agreement \$3,950
ALL LAND DEVELOPMENT (minor, major, multi-family, etc.). The permit application fee is \$50. The professional services account fee is \$16,950. All reviews and legal invoices are billed against the PSA; when the balance of the PSA falls to \$5,000, the applicant is required to deposit funds to achieve a balance of \$10,000 in the PSA account. All unused funds will be returned to the applicant upon completion of project. *All reviews and legal invoices are billed against the PSA; when the balance of the PSA falls to \$5,000, the applicant is required to deposit funds to achieve a balance of \$10,000 in the PSA account. All unused funds will be returned to the applicant upon completion of project.	Application Fee \$50 Professional Services Account \$16,950*	Application Fee \$50 Professional Services Account \$16,950*
Inspections of Improvements Increase based on the service agreement contracts for consultants, approved by the Board of Commissioners in 2020, and staff salary increases.	Inspection by staff inspector-\$90/hr. All others, see rates in Appendix A	Inspection by staff inspector-\$90/hr. All others, see rates in Appendix A
Review of Development Plans, including legal, SWM agreements, developer agreements, escrow review, financial security agreements, by staff, consultants, and/or solicitor. Increase based on the service agreement contracts for consultants, approved by the Board of Commissioners in 2020, and staff salary increases.	See rates in Appendix A	See rates in Appendix A
Transfer of Real Estate Fee	\$150.00 / property	\$150.00 / property
Transfer of Real Estate Fee – Expedited in 14 calendar days or less	\$300/property	\$300/property
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

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Sewage Enforcement Officer Permits (repairs to existing system)	\$300.00	\$300.00
Other Engineering		
Sidewalk Replacement Permit Fee	1 – 10 Blocks \$50.00/permit 11 – 20 Blocks \$100.0/permit 21+ Blocks \$125.00/permit	1 – 10 Blocks \$50.00/permit 11 – 20 Blocks \$100.0/permit 21+ Blocks \$125.00/permit
Transfer of Real Estate – Sidewalk Block Escrow	\$300 per block	\$300 per block
Clearing Permits If inspections are required, they will be charged in accordance with Appendix A.	\$250/acre (minimum fee is \$250)	\$250/acre (minimum fee is \$250)
Dumpster and Storage Container Permit	\$80 permit/\$20.00 daily	\$80 permit/\$20.00 daily
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)
Stormwater and Sanitary Sewer Fees		
Sanitary Sewer Rent	\$10.16 per 1,000 gallons water used	\$12.62 per 1,000 gallons water used
Sanitary Sewer Rent Delinquent Charges	1% monthly beginning June 1 through March 1	1% monthly beginning June 1 through March 1

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	applied on the full outstanding balance from the previous month	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
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

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Fee Description	2023	2024
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
Elected Treasurer		
Real Estate Certification Fee	\$25.00	\$25.00
Expedited Real Estate Certification Fee	\$30.00	\$30.00
Information Technology		
Room Rentals		
<p>General: The Township offers three (x3) conference rooms for rental. Rates double on Saturday, Sunday, and Township holidays. Contact Township for Conference Room and Equipment Rental policy and room availability. Please see the <u>Information Technology Policy for Rental and Use of Township Conference Rooms & Equipment</u> for fee waiver opportunities.</p>		
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		
<p>General: Conference rooms offer additional equipment features such as a podium, microphones, special seating configurations, additional tables, A/V equipment, TV/DVD/VCR, and wireless internet. A/V equipment rentals require staffing, a minimum of two (x2) hour charge, and rates double after four (x4) hours. Contact Township for Conference Room and Equipment Rental policy and staffing availability.</p>		

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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
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.		

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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 most 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 the total fee paid, or a minimum of \$10.00 charge	10% of the total fee paid, or a minimum of \$10.00 charge
Non-Resident Program or Event Participation Fee	\$30.00 per person per registrant	\$30.00 per person per registrant

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 \$100.00 Non-Resident / Companies	\$55.00 Resident \$100.00 Non-Resident / Companies
Photo Permit for Township Park Grounds	\$75.00 per hour \$100.00 Non-Resident / Companies per hour	\$75.00 per hour \$100.00 Non-Resident / Companies per hour
Field Permitting Fee (to cover the permitting costs for athletic fields)	\$75.00 per field/ Three-hour usage \$125.00 per field/ Three-hour usage for	\$75.00 per field/ Three-hour usage \$125.00 per field/ Three-hour usage for

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	Non-Resident / Companies	Non-Resident / Companies
Adult League Team Field Permit	\$200.00 per season per team Not-to-exceed 10-weeks	\$200.00 per season per team Not-to-exceed 10-weeks
Field Permitting Fee – For-Profit /Restricted Groups, Private Educational Institutions, Organizations or Programs [Field Permitting fees do not apply to Radnor Community Youth Sports Organizations that include Radnor Soccer Club, Radnor Wayne Little League, and Radnor Girls/Boys Lacrosse.] [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.]	\$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 originally 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 Programs • 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.] Radnor Memorial Park Turf Field Lights Fee	\$75.00 per Three-Hour usage \$75.00 per hour \$125.00 per hour \$175.00 per hour \$18.00 per hour	\$75.00 per Three-Hour usage \$75.00 per hour \$125.00 per hour \$175.00 per hour \$18.00 per hour
Advertising Fee (applicable to the Department Seasonal Recreation Brochure)		
Business Card Advertising in Brochure	\$200.00 per Advertisement	\$200.00 per Advertisement

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Fee Description	2023	2024
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
Township Website Advertising	\$600.00 for 3 Months \$2,200.00 for 1 year	\$600.00 for 3 Months \$2,200.00 for 1 year
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		
Full Gymnasium Rentals		
<ul style="list-style-type: none"> • Radnor Residents / Radnor Non-Profit Organizations or Programs [The above fees do not apply to Radnor Community Youth Sports Organization that include the Radnor Youth Basketball League, Radnor Soccer Club, Radnor Wayne Little League, and Radnor Girls/Boys Lacrosse] • Radnor Township Community Youth Sports Organizations operating as non-profit entities only (New fee in 2017) • Radnor Township Community Youth Sports Organizations – For-profit contracted vendors operating on behalf of the non-profit Community Youth Sports Organization (New fee in 2017) • Non-Radnor Residents / Non-Radnor Non-Profit Organizations or Groups • Radnor Township Businesses, Educational Institutions, Organizations, or Programs 	\$60.00 per hour	\$60.00 per hour
	\$15.00 per hour	\$15.00 per hour
	\$35.00 per hour	\$35.00 per hour
	\$110.00 per hour	\$110.00 per hour
	\$110.00 per hour	\$110.00 per hour
<ul style="list-style-type: none"> • Non-Radnor Businesses, Educational Institutions, Organizations, or Program 	\$200.00 per hour	\$200.00 per hour
RAC: Room Add-on Fee to Gym Rental	\$25.00 flat fee	\$25.00 flat fee
Fee Change Narrative: n/a		
Police Department		
General Fees		
Alarm Registration Fee	\$100.00	\$100.00

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Fee Description	2023	2024
Accident Report Fee	\$15.00	\$15.00
Fingerprinting Fee	\$30.00 for 1/\$20.00 per additional card	\$30.00 for 1/\$20.00 per additional card
Picture Fee	\$30.00 each	\$30.00 each
Incident Report Fee	As allowed per PA Right-to-Know	As allowed per PA Right-to-Know
Parking Permit Fee Residential Permits	\$25.00 Residential \$75.00 Non-Residential \$10.00 Senior Citizens \$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 WBOD / Louella Park & 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	\$15.00 per day per parking space
Request for Placement of Temporary “No Parking” Signs	\$25.00 Flat Fee	\$25.00 Flat Fee
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	During Shift \$100.00 per hour 2 or 4-hour minimum at P.D. discretion
K9 Services (Note: This only applies to non-emergency calls for service) (continued)	Non-Shift Paid at Detail Rate (above)	Non-Shift Paid at Detail Rate (above)

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	2 or 4-hour minimum at P.D. discretion	2 or 4-hour minimum at P.D. discretion
False Alarms Fine	2 nd False Activation \$25.00 3 rd False Activation \$75.00 4 th and Subsequent False Activations \$125.00	2 nd False Activation \$25.00 3 rd False Activation \$75.00 4 th and Subsequent False Activations \$125.00
Parking Fine – Late Fee If Radnor Township has not received payment for a violation within five days after the date of violation, a late fee addition to the fine will be assessed. Failure to pay this fine and/or late fee within 30 days of the violation will result in issuance of a summons and prosecution before a District Justice	\$25.00 additional for late payments	\$25.00 additional for late payments
Parked Over the Line at a Meter	\$20.00	\$20.00
Backed into meter space – no longer applicable with kiosks	\$20.00	\$0.00
Beyond Time (Meter Feeding)	\$20.00	\$25.00
Overtime Parking	\$20.00	\$25.00
Where Signs Prohibit Parking	\$20.00	\$30.00
In Front of a Private Drive	\$25.00	\$25.00
On a Cross Walk	\$20.00	\$25.00
Double Parked	\$25.00	\$30.00
Not Parallel with Curb	\$20.00	\$20.00
Facing Against Traffic	\$15.00	\$25.00
On a Sidewalk	\$25.00	\$25.00
Within 15 Feet of a Fire Hydrant	\$25.00	\$50.00
Within 25 Feet of an Intersection	\$20.00	\$25.00
Parked During Snow Removal	\$25.00	\$25.00
Obstructing Traffic	\$20.00	\$25.00
Handicap Parking	\$150.00	\$150.00
Other Parking Violation	\$20.00	\$25.00
Violation of Fire Marshal	\$25.00	\$50.00
Fee Change Narrative: Items highlighted have been adjusted for 2024 / except for Meter/Kiosk, Parked Over the Line at Meter, Meter Feeding and Handicapped violations, fees not updated since 2004.		

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General Fees		
Road Opening Permit The applicant will be required to set up a Professional Services Account with the Township to cover the cost of inspections, legal, compaction testing, and items, as required. Opening balance of the PSA is \$15,000,	\$150.00 per 100 ft cut (permit fee only).	\$150.00 per 100 ft cut (permit fee only).
Bulk Trash Collection	\$75.00 Less than 5 items or 150 lbs Add'l \$25.00 each additional 5 items over 150 lbs 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	\$75.00 Less than 5 items or 150 lbs Add'l \$25.00 each additional 5 items over 150 lbs 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	\$30.00 per can	\$30.00 per can
Rear Yard Trash Collection (single and multi-family units with less than 9 attached units)	\$500.00 per house/unit per year	\$500.00 per house/unit per year
Rear Yard Trash Collection (multi-family units with greater than 9 attached units)	\$275.00 per unit per year	\$275.00 per unit per year

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Professional Services Hourly Rates

Township Staff	
Township Manager	\$125.00 per hour
Police Superintendent	\$140.00 per hour
Assistant Township Manager & Finance Director	\$120.00 per hour
Engineer	\$113.00 per hour
Police Lieutenant	\$120.00 per hour
Community Development Director	\$90.00 per hour
Recreational Programming Director	\$90.00 per hour
Public Works Director	\$90.00 per hour
Engineering Inspector	\$90.00 per hour
Information Technology	\$65.00 per hour
Gannett Fleming, Inc. – SubDivision and Land Development Review Firm	
Project Manager	\$198.00 per hour
Project Engineer	\$160.00 per hour
Staff Engineer	\$145.00 per hour
Senior Engineering Technician	\$145.00 per hour
Engineering Technician	\$115.00 per hour
Field Inspector	\$100.00 per hour
Administrative	\$85.00 per hour
Specialty Engineers, Scientists and Planners (as needed)	TBD
Gilmore & Associates, Inc. – Traffic and Transportation Review Firm	
Principal III	\$165 per hour
Principal II	\$160 per hour
Principal I	\$155 per hour
Consulting Professional V	\$150 per hour
Consulting Professional IV	\$145 per hour
Consulting Professional III	\$140 per hour
Consulting Professional II	\$135 per hour
Consulting Professional I	\$130 per hour
Design Technician V	\$125 per hour
Design Technician IV	\$120 per hour
Design Technician III	\$115 per hour

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Design Technician II	\$110 per hour
Design Technician I	\$105 per hour
Construction Representative III	\$116 per hour
Construction Representative II	\$106 per hour
Construction Representative I	\$96 per hour
Surveying Crew	\$185 per hour
Project Assistant	\$85 per hour
QCI, Inc. – 3rd Party Civil Inspection Firm	
Field Inspector (Civil)	\$86.50 per hour
Owner’s Representative (Clerk of the Works)	\$94.06 per hour
Contract Administrator	\$128.12 per hour
Construction Engineer, PE	\$143.80 per hour
Clerical	\$65.95 per hour
Document Controller	\$77.30 per hour
Grim, Biehn & Thatcher	
Township Solicitor - Litigation	\$185 per hour
Township Solicitor – Real Estate	\$205 per hour
Township Solicitor – Retainer	\$6,000 per month