

# 2019 CONSOLIDATED FEE SCHEDULE



**Introduced | November 26, 2018**  
**Adopt | December 10, 2018**

Amendments:

1. n/a

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

**Radnor Township, PA**  
2019 Consolidated Fee Schedule – Chapter 162 Fees  
Ordinance 2018-19 | December 10, 2018  
Effective January 1, 2019

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**Radnor Township, PA**  
 2019 Consolidated Fee Schedule – Chapter 162 Fees  
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Fee Description	2018	2019
<b>Community Development Department</b>		
<b>Chapter 120   Bathing Places</b>		
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
<b>Chapter 125   Building Construction</b>		
General Contractor’s License (annual)	\$50.00	\$50.00
<b>RESIDENTIAL</b>		
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
<b>COMMERCIAL - Commercial, institution, public land use, recreation, multi-family</b>		
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

**Radnor Township, PA**  
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Fee Description	2018	2019
<b>Chapter 150   Design and Review Board</b>		
Permit for Temporary banner (max 30 days)	\$50.00	\$50.00
DRB Application Fees for 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
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
<b>Fee Change Narrative:</b> n/a		
<b>Chapter 156   Electrical</b>		
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 <sup>rd</sup> Party Contract Fee	\$75.00 / hour	\$75.00 / hour
<b>Chapter 166   Fire Prevention</b>		
Bon Fire Permit - For institutional use only (each permit)	\$100.00	\$100.00
Fireworks Permit	\$150.00	\$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
<b>Fee Change Narrative:</b> Fireworks Permit: Increase to cover plan review and inspector’s time		

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Fee Description	2018	2019
<b>Chapter 170   Food Establishment Fees</b>		
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	2018	2019
<b>Chapter 178   Historical and Architectural Review Board (“HARB”)</b>		
Application to HARB	\$50.00	\$50.00
<b>Chapter 195   Mechanical</b>		
HVAC License Annual (air cond., heating & refrig., mchs.)	\$50.00	\$50.00
<b>RESIDENTIAL – one and two-family</b>		
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
<b>COMMERCIAL - Commercial, institution, public land use, recreation, multi-family</b>		
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)

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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

**Chapter 218 | Plumbing**

Plumber License (annual)	\$50.00	\$50.00
<b>RESIDENTIAL - one and two family</b>		
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
Sewer grinder pumps and pit (E-One System)	\$300.00	\$300.00

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<b>COMMERCIAL - Commercial, institution, public land use, recreation, multi-family</b>		
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
<b>Fee Change Narrative: n/a</b>		

<b>Chapter 226   Rental Housing</b>		
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 <sup>nd</sup> failed inspection	\$100.00	\$100.00
Application Late Fee:		
July 1 <sup>st</sup> to July 31 <sup>st</sup>	\$100.00	\$100.00
On or After August 1 <sup>st</sup>	\$150.00	\$150.00



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Fee Description	2018	2019
<b>Chapter 280   Zoning Hearing Board</b>		
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
<b>Other Community Development</b>		
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

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Fee Description	2018	2019
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	10% of existing permit fee or \$50.00 minimum, whichever is greater	10% of existing permit fee or \$50.00 minimum, whichever is greater
Fee for work without permits	New in 2019	\$200 const. cost up to \$10,000 \$330 const. cost \$10,000 to \$25,000 \$650 const. cost \$25,000 to \$50,000 \$1,250 const cost over \$50,000

**Fee Change Narrative:**

1. Fee for work without permit to cover a portion the cost of inspectors responding to complaints and violations regarding work without permits

**Engineering Department**

**Grading Permit**

Transfer of Real Estate — Sidewalk Block Escrow	\$300.00 / block	Sidewalk Blocks are noted further down in the table.
Shed Permit Fee - to be used for installation or replacement of a storage shed only	New in 2019	\$120.00
Grading Permit Application Minor (<500 SF <b>NEW</b> Impervious or disturbance)  This permit is for smaller projects where construction is less than 500 SF of new impervious surface or site disturbance. The cost includes a \$50 permit fee, plan review, and inspection. 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>	\$495.00	\$510.00

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<p>Grading Permit Application (500 SF &lt; <b>NEW</b> Impervious or Disturbance &lt; 1,500SF)</p> <p>This application is to be used when <b>NEW</b> impervious is greater than 500 SF, but less than 1,500 SF. A groundwater recharge system is required to mitigate this amount of <b>NEW</b> impervious. This cost includes the \$50 permit fee, reviews, and inspections. 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>A signed deposit slip is required at the time of application submission.</p>	<p>\$50 Application Fee, Professional Services Account Required, with applicant providing a \$1,500. Upon balance reaching \$500, applicant will be required to deposit appropriate funds to keep balance at \$1,500. All unused funds will be returned to the applicant upon completion of project</p>	<p>\$1,500 (combined application fee and Professional Services Account)</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 returned to the applicant upon inspection and approval of the project.</p>
<p>Stormwater Management Permit Application (for projects with &gt;1,500 <b>NEW</b> impervious or disturbance)</p> <p>The fee includes the application fee of \$50, with the balance funding the Professional Services Account. A professional services (PSA) account will be funded by the applicant with a balance of \$3,000. The review process, inspections, SWM Agreement, 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>A signed deposit slip is required at the time of application submission</p>	<p>\$50 Application Fee, Professional Services Account Required, with applicant providing a \$3,000. Upon balance 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>\$3,050 (combined application fee and professional services account)</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>

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<b>Subdivision / Land Development (“SALDO”)</b>		
Sketch Plan, Reverse Subdivision, Lot line Change, Lot Consolidation.  These require a \$4,000 professional services 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	Various Amounts	\$4,400 combined application fee and PSA
<b>ALL LAND DEVELOPMENT</b> (minor, major, multi-family, etc.) . All Land Development applications will include a combined permit fee and PSA. The combined fee is \$17,000. All reviews and legal 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. A signed deposit slip is required at the time of application submission	Various Amounts	\$17,000 combined application fee and PSA .
Inspections of Improvements	Inspection (Staff)   \$70.00 Inspection (Engineer)   See rates in Appendix A	Inspection by staff inspector-\$85/hr. All others, see rates in Appendix A
Review of Development Plans, including legal, SWM agreements, developers agreements, escrow review, financial security agreements, by staff, consultants, and/or solicitor	Inside or Outside Professional: 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 13 days or less	\$300.00 / property	\$300/property
Notes: All professional service account 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.		
For 2019, many of the review fees have been combined to help streamline the program and make it easier on the applicants.		

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<b>Sewage Enforcement</b>		
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	\$350.00
<b>Other Engineering</b>		
Sidewalk Replacement Permit Fee	1 – 10 Blocks   \$50.00 11 – 20 Blocks   \$100.00 21+ Blocks   \$125.00	1 – 10 Blocks   \$50.00/permit 11 – 20 Blocks   \$100.00/permit 21+ Blocks   \$125.00/permit
Clearing Permits   If inspections are required, they will be charged in accordance with Appendix A.	\$250.00 / acre <del>with a minimum charge of \$80.00</del>	\$250/acre
<b>Plotter Services</b>		
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)
<b>Finance and Administration</b>		
<b>Stormwater and Sanitary Sewer Fees</b>		
Sanitary Sewer Rent	\$6.49 per 1,000 gallons' water used	\$7.14 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	0.5% monthly beginning March 1 through December 1 applied on the full

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	outstanding balance from the previous month	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

<b>Other Finance Department</b>		
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

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Fee Description	2018	2019
<b>Information Technology</b>		
<b>Room Rentals</b>		
<b>General:</b> 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 <a href="#"><u>Information Technology Policy for Rental and Use of Township Conference Rooms &amp; Equipment</u></a> 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
<b>Hourly Equipment and Staffing Fees</b>		
<b>General:</b> 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

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Fee Description	2018	2019
<b>Package Fees</b>		
<b>General:</b> 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
<b>Film and Video Production Fees</b>		
<b>General:</b> 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
<b>Parks and Recreation</b>		
<b>General Programming and Events</b>		
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.		
<b>Administrative Fees</b>		
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



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Fee Description	2018	2019
<b>Parks, Picnic Areas, Fields, and Facilities</b>		
Fenimore Woods (existing) Clem Macrone Park Pavilion Rental (Proposed New in 2017)	\$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 (New in 2017: Expanding the Fee to all Township Parks and added a Non-Resident/ Companies fee)	\$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) (New in 2017: Non-Resident/ Companies fee to cover the administrative cost of scheduling/ managing athletic fields.)	\$60.00 per field/ Three-hour usage \$100.00 per field/ Three-hour usage for Non-Resident / Companies	\$60.00 per field/ Three-hour usage \$100.00 per field/ Three-hour usage for 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
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. 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

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Fee Description	2018	2019
<p><b>Radnor Memorial Park Turf Field Permit Fee:</b> [Fee was originally developed and structured within the Radnor Memorial Turf/Agnes Irwin School Lease Agreement.]</p> <ul style="list-style-type: none"> <li>• Radnor Residents / Radnor Non-Profit Organizations or Programs</li> <li>• Radnor Private Educational Institutions, Organizations or Programs</li> <li>• Non-Radnor Residents / Non-Radnor Non-Profit Organizations, Educational Institutions, or Programs</li> <li>• For-Profit Businesses or Non-Resident Groups</li> </ul> <p>[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.]</p>	<p>\$75.00 per Three-Hour usage            \$75.00 per hour            \$125.00 per hour            \$175.00 per hour</p>	<p>\$75.00 per Three-Hour usage            \$75.00 per hour            \$125.00 per hour            \$175.00 per hour</p>
Radnor Memorial Park Turf Field Lights Fee	\$18.00 per hour	\$18.00 per hour

<b>Advertising Fee (applicable to the Department Seasonal Recreation Brochure)</b>		
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
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

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Fee Description	2018	2019
<b>Radnor Activity Center (“RAC”) at Sulpizio Gym Permit Fees</b>		
Full Gymnasium Rentals		
<ul style="list-style-type: none"> <li>• 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]</li> <li>• Radnor Township Community Youth Sports Organizations operating as non-profit entities only (New fee in 2017)</li> <li>• 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)</li> <li>• Non-Radnor Residents / Non-Radnor Non-Profit Organizations or Groups</li> <li>• Radnor Township Businesses, Educational Institutions, Organizations, or Programs</li> <li>• Non-Radnor Businesses, Educational Institutions, Organizations, or Program</li> </ul>	\$60.00 per hour  \$15.00 per hour  \$35.00 per hour  \$110.00 per hour \$110.00 per hour  \$200.00 per hour	\$60.00 per hour  \$15.00 per hour  \$35.00 per hour  \$110.00 per hour \$110.00 per hour  \$200.00 per hour
Birthday Party / Gymnasium: 2-hour party with event leader and party room	\$300.00 Resident \$350.00 Non-Resident	\$300.00 Resident \$350.00 Non-Resident
RAC: Room Add-on Fee to Gym Rental	\$25.00 flat fee	\$25.00 flat fee
<b>Fee Change Narrative: n/a</b>		

<b>Police Department</b>		
<b>General Fees</b>		
Alarm Registration Fee	\$100.00	\$100.00
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

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Fee Description	2018	2019
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
False Alarms Fine	\$70.00   2 <sup>nd</sup> Occurrence \$140.00 3 <sup>rd</sup> or more occurrences	\$70.00   2 <sup>nd</sup> Occurrence \$140.00 3 <sup>rd</sup> 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:** n/a

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Fee Description	2018	2019
<b>Public Works Department</b>		
<b>General Fees</b>		
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	\$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	\$50.00   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	\$30.00 per can
Rear Yard Trash Collection (single and multi-family units with less than 9 attached units)	\$420 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)	\$240.00 per unit per year	\$275.00 per unit per year

**Fee Change Narrative:** 2019 includes increases to any trash collection item to cover (a) increased Township costs of collection since it's been more than 10 years since the last adjustment, and (b) to cover the increasing tipping fees paid on all garbage collected.

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**Appendix A**  
**Professional Services Hourly Rates**

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<b>Township Staff</b>	
Township Manager	\$125.00 per hour
Police Superintendent	\$140.00 per hour
Assistant Township Manager & Finance Director	\$120.00 per hour
Engineer	\$110.00 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	\$85.00 per hour
Information Technology	\$65.00 per hour
<b>Gannett Fleming, Inc.</b>	
Senior Project -Manager	\$170.00 per hour
Project Engineer	\$125.00 per hour
Staff Engineer	\$115.00 per hour
Engineering Technician	\$100.00 per hour
Field Technician	\$85.00 per hour
Clerical	\$65.00 per hour
Specialty Engineers, Scientists and Planners (as needed)	TBD
<b>QCI, Inc.</b>	
Field Inspector (Civil)	\$80.00 per hour
Owner's Representative (Clerk of the Works)	\$87 per hour
Contract Administrator	\$118.50 per hour
Construction Engineer, PE	\$133 per hour
Clerical	\$61.00 per hour
Document Controller	\$71.50 per hour
<b>Gilmore &amp; Associates, Inc.</b>	
Principal III	\$155 per hour
Principal II	\$145 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

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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
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
<b>Grim, Biehn &amp; Thatcher</b>	
Township Solicitor	\$190 per hour