

**UPPER DARBY TOWNSHIP**  
**DELAWARE COUNTY, PENNSYLVANIA**

**ORDINANCE NO. 3195**

**AN ORDINANCE OF UPPER DARBY TOWNSHIP, DELAWARE COUNTY,  
PENNSYLVANIA AMENDING CHAPTER 290, FEES, TO UPDATE ALL FEES FOR  
FISCAL YEAR 2026 REPEALING ALL INCONSISTENT ORDINANCES,  
RESOLUTIONS OR PARTS THEREOF; PROVIDING A SEVERABILITY CLAUSE;  
AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to the provisions of the Home Rule Charter, the General Local Government Code, and the First-Class Township Code, Upper Darby Township is empowered to regulate and impose fees for certain services within the Township; and

**WHEREAS**, the Upper Darby Township, Chapter 290, Fees, sets forth a fee schedule for all services provided by the Township in which a fee may be lawfully imposed; and

**WHEREAS**, due to the increase in costs of operation and provision of services, Upper Darby Township desires to amend Chapter 290, Fees, to reflect the need to change the fee for services provided by the Township; and

**WHEREAS**, this Council deems it desirous that the Township recover such costs by amending the current fee schedule contained with Chapter 290 of the Township Code; and

**WHEREAS**, the purpose of such fees shall be to recover expenses related to operations and provisions of services within the Township, and not to raise revenue.

**NOW, THEREFORE**, Upper Darby Township hereby ordains that Chapter 290, Fees, is amended as follows (text to be deleted shown as ~~strikethrough~~, text to be added shown as underline):

## SECTION 1.

### ARTICLE I. FEES FOR PUBLIC RECORDS

#### §290-1 Fees for Copies

The following fees contained within this section may be amended from time to time by Resolution of Upper Darby Township Council.

(A) Any member of the public requesting a copy of any document, including through a right-to-know request or similar provision of law, shall be required to pay to the Township, upon request for the document, the following:

(B) Real Estate Tax Certification	\$25.00
(1) Expedited Real Estate Tax Certification	\$35.00
(C) Duplicate Real Estate Tax Bill	\$7.00
Paper Record Copies	\$0.25 per page of regular copy
(D) Convenience fee for online payments:	Visa/Mastercard/ Discover
	2.75%
	American Express: 3.25%
	Minimum Fee: <del>\$1.25</del> <b><u>\$2.00</u></b>
	Echeck: <del>\$1.50</del> <b><u>\$2.50</u></b>

Convenience fees for credit and echeck payment processing are subject to change at the discretion of the Township's selected third-party payment processor(s).

### ARTICLE III. FEES FOR LICENSES AND PERMITS

The following fees contained within this section may be amended from time to time by Resolution of Upper Darby Township Council.

#### §290.3. Department of Licenses and Inspections Fee Schedule.

(A) Fees related to streets and right-of-way.

(1) Street Openings and excavations.

(a) Permit fees for openings or excavations.

(1) \$100.00 for first five square yards.

**(2) \$25.00 for each additional five square yards or fraction thereof**

(2) Sewer Connection Fees.

<u>(a) Sanitary sewer connection</u> <u>(for each residential or commercial building)</u>	<u>\$1,000.00</u>
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<u>(b) Storm sewer connection</u> <u>(for each residential or commercial building)</u>	<u>\$300</u>
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(3) Construction or repairs or sidewalks, curbs, and gutters.

(a) Permit fees for inspections.

(1) Application Fee	\$100.00
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(2) Per \$1,000 (or fraction thereof) of estimated job cost.	\$25.00
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(b) Permits for grades and locations  
of new curb and/or sidewalks

<u>(1) Minimum Charge</u>	<u>\$100 per property, up to 100</u> <u>linear feet of frontage</u>
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<u>(2) Corner property</u>	<u>\$200, up to 100 linear feet of</u> <u>frontage</u>
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<u>(3) More than 100 linear feet of frontage</u>	<u>Minimum charge plus \$2 for</u> <u>each linear foot of curb or</u> <u>sidewalk</u>
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Trailers (Temporary) Fee.

\$250 per year, payable  
January 1.

Vacant Property license Application

\$175, paid semiannually

### Residential/Commercial Projects

(B) Building Permits. The following fees are established for permits for repairs, alterations, and addition to residential, commercial, and industrial buildings.

The minimum fee for a permit shall be \$189.50 (\$150 permit/inspection fee + 35 non-refundable administrative fee + \$4.50 State UCC Fee) for all permit applications, except for Swimming Pool Permits. Swimming Pool Permit Fee is \$50 (\$45.50 Administrative/Permit/Inspection Fee + \$4.50 UCC Fee).

The Department of Licenses & Inspections may require the applicant to provide a contract or other similar documentation to verify estimated projects costs. Fees must be paid at the time of permit issuance. Separate permits shall be required for each structure located on a parcel.

(1) Minimum permit fee ~~\$179.50~~ \$189.50

(a) A separate permit is required for each structure located on a parcel.

(b) Building, mechanical electrical, plumbing, fire, roofing, and energy permits shall be issued separately.

(c) Permit fees shall be based on the following fee calculation for the total project value as follows: ~~calculated based upon the total project value as follows:~~

(i) <u>Projects valued up to \$5,000 or less</u>	<del>\$179.50</del> <u>\$189.50</u>
(ii) \$5,001 to \$100,000	\$20 per \$1,000 or fraction thereof
(iii) \$100,001 to \$5,000,000	\$15 per \$1,000 or fraction thereof
(iv) \$5,000,001 to \$10,000,000	\$10 per \$1,000 or fraction thereof
(v) \$10,000,001 to \$50,000,000	\$5 per \$1,000 or fraction thereof
(vi) \$50,000,001 and greater	\$2.50 per \$1,000 or fraction thereof

All permits require an additional \$4.50 State fee established by Act 45 of 1999. Each permit fee shall also be subjected to a \$35.00 non-refundable administration fee

Any person commencing work without first obtaining an approved permit from the Township shall be subject to a payment of double the permit fee described above. UCC



permits fess include the cost of two (2) inspections for each phase of the project, e.g. footings, framing, roughs, finals, etc. Failure to show for scheduled inspection will result in a \$100 No-Show Fee.

Minor Residential/Commercial (Under \$5,00 in Value)

Building, mechanical, electrical plumbing, demolition, fire, roofing, and energy permits for minor residential and commercial projects shall be issued separately and each permit fee shall be based on the following fee scale calculation:

The minimum fee for a permit shall be \$189.50 (\$150 permit/inspection fee + 35 non-refundable administrative fee + \$4.50 State UCC Fee) for all permit applications.

<u>Initial Application</u>	<u>\$150.00</u>
<u>(Includes 1 inspection &amp; 1 re-inspection type only)</u>	
<u>Non-refundable administrative fee</u>	<u>\$35.00</u>
<u>PA State UCC Fee</u>	<u>\$4.50</u>

Minor Residential and Commercial Projects Fee shall be based on the Number of Inspections Needed, (i.e. footing, foundation, framing, rough mechanical, rough electrical, rough plumbing, fire protection, accessibility, energy, wallboard, final, etc.) Minimum Fee Includes 1 Initial Inspection and 1 Re-Inspection Only \$75.00 per Inspection Type

Minor residential and commercial projects include but are not limited to Construct, Enlarge, Alter, Repair, Move, Demolish, Change the Occupancy of a Building/Structure, or to Erect, Install, Enlarge, Alter, Repair, Remove, Convert, or Replace any Structural, Mechanical, Gas, Electrical, & Plumbing (Projects Valued at Less Than \$5,000). All permits require a \$4.50 State fee established by Act 45 of 1999. Each permit fee shall also be subject to a \$35.00 non-refundable administration fee. Additional inspections, required because work completed failed to pass the initial two (2) inspection (1 initial inspection and the re-inspection), shall result in an additional \$75.00 fee for each additional inspection. Any person commencing work without first obtaining an approved permit from the Township shall be subject to a payment of double the permit fee described above.

~~(d) Projects which are valued at \$5,000 or less and consist of minor residential and commercial projects, which are defined as projects which include, but are not limited to, Construction, Enlarging, Altering, Repairing, Moving, Demolishing, Changing The Occupancy of a Building/Structure, or to Erect, Install, Enlarge, Alter, Repair, Remove, Convert, or Replace any Structural, Mechanical, Gas, Electrical, & Plumbing shall be charged a fee of \$75.00 per inspection type.~~

~~(e) The Department of Licenses and Inspections may require an applicant to provide a contract or other similar documentation to verify estimated project costs.~~

~~(f) Act 45 fee~~ \$4.50

~~(g) Administration fee~~ ~~\$25.00~~ \$35.00

~~Additional inspections beyond two (2) included for each phase of project shall result in an additional \$75.00 per additional inspection.~~

~~(i) Cancellation of an inspection with less than 24 hours advance notice of scheduled inspection or not appearing for a scheduled inspection shall incur a fee of \$100.00.~~

~~(2) Repairs, alterations, fire restoration, additions to private dwellings or duplexes (one or two family residential), porches, porch enclosures, patios, private greenhouses, sheds (residential use), decks, garages, carports, in-ground pools and private swimming pools:~~

~~(a) Application fee~~ ~~\$45.00~~

~~(b) Plus additional fees:~~

~~(i) \$20 for each \$1,000 or fraction thereof over \$500~~

~~(3) Double permit fee. Any person, individual, entity, firm, partnership, corporation, or company who commences work without first obtaining a permit shall be subject to a payment of double the license fee.~~

~~(4) Use and Occupancy Permit.~~

All property that transfers ownership in the Township must be inspected PRIOR to the settlement and a Use and Occupancy Permit must be issued. Failure to obtain a Use and Occupancy Permit, a Temporary Use and Occupancy Permit, or a Temporary Access Permit prior to settlement will result in assessment of double the usual fee.

In addition, a Use and Occupancy permit and inspection is required whenever a property changes use, as determined by Building and/or Zoning codes. The fees below are also applicable for fire safety inspections as performed under Chapter 417 of Township Code.

(a) Commercial Units – Apartment Buildings (3 units or more)

<u>(i) Non-refundable administrative fee</u>	<u>\$35.00</u>
<u>(ii) Application and Base Inspection Fee</u>	<u>\$225.00</u>
<u>(iii) Plus each additional unit</u>	<u>\$25.00</u>

~~(a)~~ (b) Commercial Units – Low Hazard (Business, Retail, etc.)

Total Square footage of occupied space

<u>(i) Non-refundable administrative fee</u>	<u>\$35.00</u>
<del>(i)</del> <u>(ii) 1,000 to 2,000 square feet</u>	<u>\$150.00</u>

<del>(ii)</del> <u>(iii)</u> 2,000 to 5,000 square feet	\$200.00
<del>(iii)</del> <u>(iv)</u> 5,001 to 10,000 square feet	\$250.00
<del>(iv)</del> <u>(v)</u> 10,001 to 100,000 square feet	\$300.00
<del>(v)</del> <u>(vi)</u> 100,001 square feet or greater	<u>\$350.00</u>

(b) (c) Commercial Units – High Hazard Occupancy (Manufacturing, Warehouse, etc.)

Total square footage of occupied space

<u>(i) Non-refundable administrative fee</u>	<u>\$35.00</u>
<del>(i)</del> <u>(ii)</u> 1,000 to 2,000 square feet	<u>\$200.00</u>
<u>(ii) 2,001 to 5,000 square feet</u>	<u>\$250.00</u>
<u>(iii) 5,001 to 10,000 square feet</u>	<u>\$300.00</u>
<u>(iv) 10,001 to 100,000 square feet</u>	<u>\$400.00</u>
<u>(v) 100,001 square feet or grater</u>	<u>\$500.00</u>

Residential Use & Occupancy

<u>Non-refundable application fee</u>	<u>\$35.00</u>
<u>Single Family</u>	<u>\$110.00</u>
<u>Duplex</u>	<u>\$135.00</u>

All non-single family dwellings are to be obtain Zoning approval prior to submitting Use and Occupancy application.

The property owner may be charged an additional fee for the cost of third-party inspectors, engineers or other professional needed to complete the inspection, re-inspection, or plan review.

Use and Occupancy Permits fees must be paid at the time of application. Use and Occupancy Permit fees include the cost of two inspections (initial inspection and re-inspection). Additional inspections shall result in an assessment of \$75.00 for each additional inspection.

Property Transfer Inspections canceled by the property owner and/or their representative without notification of less than 24 hours in advance of scheduled time and/or failure to grant access and/or failure to show up for the inspection shall be assessed a \$100.00 cancelation/failure to grant access/failure to show fee.

(5) Dumpsters:

(a) \$100.00 per 30 days without parking meter.

(b) \$7.50 per day per meter.

**Permit must be obtained from Parking Department.**

(6) Plan Review Fee.

(a) Residential Plans \$75.00 per hour

(b) Commercial Plans \$125.00 per hour

(c) Non-refundable Administrative Fee ~~\$25.00~~ \$35.00

~~(d) Building plans submitted for review to the Department of Licenses and Inspections that are not part of a permits application will be charged an additional fee which shall be paid at the time the permit is issued.~~

Building plans submitted for review to the Department of Licenses & Inspections that are not part of a permit application will be charged based on the following ratios. Plan review fees are non-refundable.

(7) Stop work order and condemnation \_\_\_\_\_ \$75.00 plus \$25.00

Placard removal fee \_\_\_\_\_ per each additional unit

**Stop Work Orders Condemnation**

Non-refundable Administrative Fee \$35.00

Placard Removal \$75.00

Each additional unit \$25.00

(D) Contractor's license and renewal.

(1) Non-refundable Application processing fee \$50.00

(2) First license of any type \$100.00

(3) Additional licenses of any type \$50.00

(4) Residential company registration \$0.00 (Must provide Pennsylvania state HIC license number)

(5) Double license fee. Any person, individual, entity, firm, partnership, corporation, or company who commences work without first obtaining a license shall be subject to a

payment of double the license fee.

(E) Zoning.

(3) (c) Zoning analysis letter \$200.00

~~(5) Stormwater management and floodplain permit:~~

~~(a) Less than or equal to one acre: \$350.00~~

~~(b) Greater than one acre \$750.00~~

(5) Stormwater management permit: \$600

~~(a) Less than or equal to one acre: \$300;~~

~~(b) Greater than one acre: \$700.~~

(6) Floodplain permit: \$350

~~(a) Less than or equal to one acre: \$300~~

~~(b) Greater than one acre: \$700~~

(7) Zoning Hearing Board fee schedule:

(8) Zoning Permit Fee ~~\$60.00~~ \$75.00

(F) Property Abatement.

Abatement of real property. These fees are for inspections and abatement of real property and are per hour or fraction thereof.

(13) The Township may utilize a third-party contractor for property abatement. In the event a third-party contractor is utilized, the property will be charged for the cost of the third-party contractor's services plus a ~~\$25.00~~ \$35.00 administrative fee.

In cases where the Township resources are used to abate property maintenance violations, property owners will be charged the cost for services based on the following schedule:

(1) Backhoe (including operator) \$150

(2) Dump truck (including operator) \$175

(3) Tractor and flail (including operator) \$100

(4) Pickup truck (including operator) \$150

(5) Weed eater (including operator) \$50

(6) Lawn mower (including operator) \$175

(7) Trash truck (including operator) \$200

<u>(8) Bucket truck (including operator)</u>	<u>\$200</u>
<u>(9) Chipper (including operator)</u>	<u>\$175</u>
<u>(10) Chainsaw (including operator)</u>	<u>\$150</u>
<u>(11) Recording Fees</u>	<u>\$125</u>
<u>(12) Filing Fees</u>	<u>\$23.50</u>

#### Rental Licenses Fee.

Each rental property shall obtain a rental license. Rental property owners operating a rental unit without a valid license shall be assessed double the rental license fee in addition to any other penalties. Rental license fees are non-refundable, and Rental licenses are non-transferable.

#### Residential Rental License

<u>(a) Single-family yearly License</u>	<u>\$125.00</u>
<u>(b) Duplex yearly license</u>	<u>\$150.00</u>
<u>(c) Failure to obtain rental license prior to renting</u>	<u>Double the yearly license fee</u>
<u>(d) Penalty for failure to obtain rental license prior to renting</u>	<u>Double the yearly license fee</u>

(1) Annual license applications

#### Commercial Rental License

<u>(a) Yearly license</u>	<u>\$125.00</u>
<u>(b) Each additional unit</u>	<u>\$25.00</u>
<u>(c) Failure to obtain rental license prior to renting</u>	<u>Double the yearly license fee</u>
<u>(d) Penalty for failure to obtain rental license within 30 days of expiration</u>	<u>Double the yearly license fee</u>

~~(3) Failure to obtain a rental license within thirty days of the expiration of a rental license shall incur an additional fee of \$125.00.~~

~~(4) Operating a residential rental property without a valid license shall incur a double rental license fee plus any penalties provided by law.~~

~~(5) Additional inspections beyond two (2) included for each rental license shall result in an additional \$50.00 \$75.00 per additional inspection.~~

~~(6) Cancellation of an inspection with less than 24 hours advance notice of scheduled inspection or not appearing for a scheduled inspection shall incur a fee of \$100.00 plus an additional of \$25.00 fee per rental unit not inspected due to the cancellation or failure to show.~~

Rental Licenses fees include two (2) inspections, an initial inspection and a re-inspection. Additional inspections due to failure to pass inspections and re-inspection shall result if an assessment of a \$75.00 for each additional inspection needed.

Rental Inspections canceled by the property owner and/or their representative without notification of less than 24 hours in advance of scheduled time and/or failure to grant access and/or failure to show up for inspection shall be assessed a \$100.00 a cancellation/failure to grant access/failure to show fee plus \$25 additional fee per each rental unit not inspected.

Residential Use & Occupancy Fee.

(i) Single Family

\$110.00 + \$75.00 Inspection Fee

(ii) Duplex

\$135.00 + \$100.00 Inspection Fee

(c) Non-refundable Application Fee

\$35.00

All non-single family dwellings are to obtain Zoning approval prior to submitting Use and Occupancy application.

Use and Occupancy Permits fees must be paid at the time of the application. Use and Occupancy Permits fees include the cost of two inspections (initial inspection and re-inspection). Additional inspections shall result in an assessment of \$75.00 for each additional inspection.

Property transfer Inspections canceled by the property owner and/or their representative without notification of less than 24 hours in advance of scheduled time and/or failure to show up for the inspection shall be assessed a \$100.00 cancellation/failure to grant access/failure to show fee.

Expediting Application Review, Processing & Inspections.

Applicants who wish to expedite their rental license application, permit application, inspections and/or property transfer application may pay a fee to expedite their application review, processing or inspection. The applicant must pay the standard application/inspection fee plus the expediting fee. All expediting applications will have their inspections performed Monday-Friday after 4:30 pm and on Saturdays between 8:30 am and 2:00 pm

Please note that simply paying the expediting fee does not automatically guarantee your application and/or inspection will be expedited. Please see Licenses & Inspections Application and Inspection Expediting Policy for details. The expediting fee is \$350.00 plus the Standard Application and Inspection Fee.

Expediating application/inspections is limited to residential buildings only

(K) Miscellaneous fees.



(1) Public use of sound systems

(a) Permit Fee.

\$50 per five consecutive days

(b) Additional Requirements

(1) Must be otherwise permitted for use of a radio, amplifier, loudspeaker, and mechanical or electrical instrument in or adjacent to any public street, avenue, or alley; and

(2) Must be signed by Health Department before being issued.

(2) Rubbish and refuse collection license

(a) Junkers (individuals engaging in the picking over or removal of rubbish or refuse)

(1) Annual license fee/renewals

\$200

(2) New license issued during the year

Prorated, \$100

(3) License for sale of goods in bankruptcy, liquidation, insurance, mortgage, insolvency, assignees, receivers, trustees, removal, closeout or damaged good sales

(a) License Fee

\$100, valid for 90 days, nonrenewable

(4) Alarm systems: horns, strobes and pull stations.

(a) Permit fee:

(1) For first \$1,000 of up to \$50,000 estimated cost

\$100.00

(2) Between \$1,001 to \$50,000 of estimate cost

\$30.00 Per \$1,000.00  
(or fraction thereof)

(3) Over \$50,000

\$15.00 per \$1,000.00  
(or fraction thereof)

(5) Permit fee for operation of a privately owned parking lot

(a) Annual Permit Fee.

\$200, payable  
January 1

(6) Carnival Permit fee: \$100.00 for each seven days or part thereof of operation.

(7) Amusement licenses fees

<u>(a) Pool table or billiard (Standard pool table)</u>	<u>\$100</u>
<u>(b) Coin-operated pool table</u>	<u>\$200</u>
<u>(c) Jukebox</u>	<u>\$100</u>
<u>(d) All other mechanical devices</u>	<u>\$200</u>

(8) Vendor's license

<u>(a) Door-to-door/Tag Day</u>	<u>\$200 per license</u>
	<u>\$100 each worker</u>

Note: Tag day for nonprofit has no fee

<u>(b) Ice cream/water ice trucks</u>	<u>\$200 per license</u>
	<u>\$100 each worker</u>

Note: Truck to be inspected by the Delaware County Health Department

<u>(c) Flowers/Christmas trees</u>	<u>\$200 per license</u>
	<u>\$100 each worker</u>

Note: If an applicant does not own the property, a \$1,000 bond is also required, along with notarized written approval from the property owner to sell/vend on their property. No street vending permitted

Township Property and Projects Exemption

Township buildings and fire stations are exempt from the above fees. The Township and/or their contractors are still required to apply for and obtain permits and demonstrate compliance with all federal and state regulations by providing copies of all federal and state

permits. Contractors working on Township buildings and fire stations that charged the Township or fire stations permit fees, will be charged for fees.

Convenience fee for online payments:

Visa/Mastercard/ Discover:  
2.75%

American Express: 3.25%

Minimum Fee: \$2.00

Echeck: \$2.50

Convenience fees for credit card and echeck payment processing are subject to change at the discretion of the Township's selected third-party payment processor(s).

L. Board of Code Appeals fees.

(a) Stenographer	\$400.00
(b) Advertising	\$50.00
(c) Administrative Fee	\$50.00
(d) Solicitor	\$135.00

Note: If appeal is heard by Delaware County Court of Appeals, their fee schedule applies

§290-4. Fee Schedule for rental of Township facilities.

A. Permit fees for rental use of Township-owned parks.

- (1) ~~Security Deposit~~ **\$75.00**
- (2) Park Rental Fee **\$15.00** \$12.50 per hour (or fraction thereof) (which includes set-up and clean-up)
- (3) Minimum Park rental time is four (4) hours and maximum rental time is eight (8) hours.
- (4) Parks available for rental include:
- (i) Naylor's Run RA (groves 1 and 2 only)
  - (ii) Penn Pines RA (picnic pavilion only)
  - (iii) Scullion RA
  - (iv) Observatory Hill RA

(v) 69<sup>th</sup> Street RA (at the discretion of the Director of Leisure Services)

(vi) Beverly Hills RA

(vii) Dermond RA (at the discretion of the Direction of Leisure Services)

**B. Permit fees for rental use of Watkins Complex.**

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|---|--|
| (1) Rental fees for adults for up to 2 hours      | \$50.00  |
| (2) Additional adult hours beyond initial 2 hours | <del>\$15.00</del> — <u>\$25.00</u> per hour (or fraction thereof) |
| (3) Rental fees for youth up to 2 hours           | \$50.00  |
| (4) Additional youth hours beyond initial 2 hours | <del>\$15.00</del> <u>\$25.00</u> per hour (or fraction thereof)   |

(5) Rental fees apply to Community Room and Multipurpose gym. Use of the complex is at the discretion of the Director of Leisure Services.

**C. Permit fees for rental use of Township-owned fields. Groups of 25 or more individuals must obtain a permit for use of Township ball fields as follows:**

(1) Ball fields: single-use rate. Groups of 25 or more individuals must obtain a permit for the use of Township ball fields.

Adult Rate (All Fields)	Youth Rate (All Fields)
\$100	\$50

(2) Ball fields: seasonal rates.

(a) Adult use fee for a thirteen-week season at \$175; youth seasonal fee for unlimited game/practice time at \$300. Youth seasonal fees are eligible to be adjusted based on field improvements and maintenance logs provided by organization's board of directors to the Recreation Office. This adjusted fee will be at the discretion of the Mayor.

(b) A \$75 security deposit is required with submission of permit application for organizations requesting use of snack stands/bathrooms at ball fields. Security deposit will be returned to the organization upon inspection completed by recreation staff and snack stand/bathrooms found to be in satisfactory conditions for future permit holders.

**E. One Center Rental Fees.—**

~~\$60.00 per hour (or fraction thereof)~~

#### §290-6 Online Payments Convenience Fee.

(I) For all fees paid to the Township, there shall be a convenience fee applied if payment is made online. The online payment convenience fee is as follows:

Convenience fee for online payments:	Visa/Mastercard/ Discover:
	2.75%
	American Express: 3.25%
	Minimum Fee: <del>\$1.25</del> <u>\$2.00</u>
	Echeck: <del>\$1.50</del> <u>\$2.50</u>

#### Contractor Licenses

Contractor's licenses are valid for one year from date of issuance. Any contractor commencing work without first obtaining a license shall be subject to a payment of double the license fee. A \$50 admin fee (non-refundable) must be paid at the time the license application is submitted. Once the license application is approved, the licensee will pay \$100 for the first license type (total license fee of \$150) and \$50 for any additional license endorsement. There are no fees for the Residential Contractor Registration.

#### Solar Panels and Electrical Generation Fee.

Solar panel installation requires a building permit for installing panels on a roof and an electrical permit is also required for connecting the panels to the electrical service.

<u>Flat fee for residential installation</u>	<u>\$250.00</u>
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#### Fire Safety Inspections Fee.

These fees are fire safety inspections in accordance with Section 705 of Chapter 417 of the Upper Darby Township Code.

#### (a) Commercial Units – Low Hazard Occupancy (Manufacturing, Warehouse, etc.)

<u>Total Square footage of occupied space</u>	
<u>(i) Non-refundable administrative fee</u>	<u>\$35.00</u>
<u>(ii) 1,000 to 2,000 square feet</u>	<u>\$150.00</u>
<u>(iii) 2,001 to 5,000 square feet</u>	<u>\$200.00</u>
<u>(iv) 5,001 to 10,000 square feet</u>	<u>\$250.00</u>
<u>(v) 10,001 to 100,000 square feet</u>	<u>\$300.00</u>

<u>(vi) 100,001 square feet or greater</u>	<u>\$350.00</u>
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**(b) Commercial Units – High Hazard Occupancy (Manufacturing, Warehouse, etc.)**

**Total Square footage of occupied space**

<u>(i) Non-refundable administrative fee</u>	<u>\$35.00</u>
<u>(ii) 1,000 to 2,000 square feet</u>	<u>\$200.00</u>
<u>(iii) 2,001 to 5,000 square feet</u>	<u>\$250.00</u>
<u>(iv) 5,001 to 10,000 square feet</u>	<u>\$300.00</u>
<u>(v) 10,001 to 100,000 square feet</u>	<u>\$400.00</u>
<u>(vi) 100,001 square feet or greater</u>	<u>\$500.00</u>

ARTICLE IV. FIRE DEPARTMENT USER FEES  
§290-7 Fee Schedule

A. User Fees for delivery of fire apparatus.

Engine	\$450 per hour
Aerial/ladder	\$500 per hour
Rescue	\$400 per hour
Tanker	\$400 per hour
Squad/utility/support	\$200 per hour
Battalion/Chief Vehicle Response	\$200 per hour
Marine Unit Response	\$200 per hour
Automatic Fire Alarm Response	<del>\$300</del> <u>\$500</u>

B. User fees for the delivery of equipment/service.

SCBA	\$50 each
SCBA Cylinder	\$75 per unit
Tech/Heavy Rescue Lift Assist	\$1,000
Lift Assist	\$100 per assist
Lift Assist with Special Equipment	<del>\$200 per assist</del> <u>\$250 per assist</u>
High Angle Rescue	\$500 per assist
<del>K-9 Arson Investigation</del>	<del>\$300 per investigation</del>
Marine Dry Suit	\$100 per suit
Marine Wet Suit	\$100 per suit
SCUBA Tank	\$125 per unit
Marine Life Vest	\$25 per unit
Hose (per 50 feet)	\$35
Gas/CO detector	\$50 per use
Heat Gun	\$75 per unit
Hot Stick	\$75 per unit

Chimney Bomb	\$50 per unit
Chimney Kit	\$75 per unit
Extinguisher (any class)	\$65 per unit
Wetting Agent	\$25 per gallon
Deodorizer	\$50 per unit
Personnel hours	\$50 per hour per member
Hand tools	\$15 per use
Hydraulic rescue tools	\$250 each
Scene lighting	\$100 per hour
Spill Containment	\$150
Oil absorbent material	\$35 per unit
Oil absorbent sheets	\$5 each
Oil absorbent boom	\$20 per unit
Portable pumps	\$75 per hour
Power tools	\$100 each
<del>Diamond Tip Saw Blade</del> <u>Diamond Tip Saw Blade</u>	\$300 per unit
Winch	\$50 per unit
Lockout Kit	\$60 per unit
Road closing/traffic control	\$200 per hour
Environmental Hazard Cleanup	\$350
Traffic Cone	\$5.00 per unit
Salvage Bucket	\$5 per unit
Salvage covers	\$50 per unit
Rescue Rope	\$2 per foot
Work Rope	\$1 per foot
Garbage Bag	\$2.50 per unit
Debris cleanup/removal	\$250
Flares	\$8 each
Turbo Flare	\$10 per unit
E-Flare	\$5 per unit
Blitz Flare	\$75 per unit
Plug Kit	\$35 per unit
Crash Kit	\$50 per unit
Windshield Kit	\$25 per unit
Glass Master	\$25 per unit
Stokes Basket	\$50 per unit
Air bag safety cover	\$25 per use
Air bags	\$250 per unit
Air tools	\$75 per unit
Ventilation fans	\$100 each
IR camera	\$100 each
Digital camera	\$25 per unit
Thermal Imaging Camera	\$100 per unit
Foam	\$75 per gallon
Cribbing:	
Passenger	\$100 each



Class B	\$200 each
Trucks – Class A	\$500 each
Stabilization struts	\$75 per use
Latex gloves	\$2 per pair
Turnout Gear/PPE	\$250 per firefighter
Chemical gloves	\$20 per pair
Chemical suit	\$35 per unit
HazMat suit	\$200 per unit
Heavy Duty HazMat gloves	\$50 per pair
Trauma Kit	\$50 per unit
Oxygen	\$50 per unit
Cervical Collar	\$50 per unit
Patient Blanket	\$30 per unit
N95 Mask	\$10 per unit
Backboard	\$25 per unit
AED	\$150 per unit
Emulsifier	\$50 per gallon
HazMat Pillow	\$40 per unit
Salt/Sand	\$15 per bucket
Putty	\$10 per unit
PRO-Pack Foam System	\$650 per unit
POK Foam Stick	\$250 per unit
Ladders	\$50 per unit
Medical extrication (Level 1)	\$500 per patient
Medical extrication (Level 2)	\$1,500 per patient
Air medical Landing Zone	\$500 per zone
Basic EMS Assistance	\$350
Generator	\$75 per unit, per hour
Portable pond	\$250 per unit
HazMat pond	\$150 per unit
Chemical Resistant drain cover	\$100 per unit
Acid Absorbent sock	\$175 per unit
Acid Absorbent pad	\$100 per unit
Soda Ash	\$35 per unit
Bleach	\$5 per unit
Turnout Gear Cleaner	\$75 per gallon
Rehab Tent	\$100 per unit
Framing Nail	\$3 per unit
<del>Lumber lockout</del> <b><u>Lumber Lockout</u></b>	\$8 per unit
Hand lights	\$5 per use
Portable radio	\$10 per unit
Safety vest	\$2.50 per unit
Fire line tape	\$0.50 per foot
Body Removal	\$250 per body
Body Bag	\$50 per unit
Overtime Duty Detail	Varied based upon terms

Duty Detail Service Fee	of Collective Bargaining Agreement
Commercial Property less than 1,000 square feet	\$10% of total detail bill
Commercial Property between 1,000 and 2,000 square feet	\$150.00
Commercial Property greater than 2,000 square feet	\$250.00
	\$250.00 for the first 2,000 square feet, Plus \$250.00 for each additional 5,000 square feet or portion thereof.

Convenience fee for online payments:

Visa/Mastercard/ Discover:

2.75%

American Express: 3.25%

Minimum Fee: ~~\$1.25~~ **\$2.00**

Echeck: ~~\$1.50~~ **\$2.50**

Convenience fees for credit and echeck payment processing are subject to change at the discretion of the Township's selected third-party payment processor(s).

## ARTICLE V. PARKING FEES

The following fees contained within this section may be amended from time to time by Resolution of Upper Darby Township Council.

Meter Rental	\$10.00 per meter, per day
Meter Fee	\$0.25 per twenty minutes
Kiosk Parking Fee	\$0.25 per twenty minutes
Municipal Lot 1 Daily Parking	\$10.00
Municipal Lot 1 Monthly Parking	\$70.00
Municipal Lot 1 Hourly Parking	<del>\$1.00 per hour</del> <b>\$1.00 per hour</b>
Municipal Lot 2 Daily Parking	\$10.00
Municipal Lot 2 Monthly Parking	\$70.00
<b>Municipal Lot 2 Hourly Parking</b>	<b>\$1.00 per hour</b>
Residential Parking Permit Fee	\$35.00
Parking Violation (if paid within seven days of date of violation)	\$25.00
Parking Violation (if paid between eight days And thirty days after date of violation)	\$35.00
Parking Violation (if not paid within thirty days of date of violation)	\$50.00

~~Electrical Vehicle Charing Station~~  
Electrical Vehicle Charging Station

\$3.50 per hour

Convenience fee for online payments:

Minimum Fee \$3.00

4.00% for transaction

exceeding \$75.00

Text-to-Pay fee

\$0.50

Convenience fees for credit and echeck payment processing are subject to change at the discretion of the Township's selected third-party payment processor(s).

ARTICLE VI. POLICE SERVICE FEES

The following fees contained within this section may be amended from time to time by Resolution of Upper Darby Township Council.

Copies of Police Reports

\$15.00

Extra Duty Detail- Day Rate

\$66.27 per hour, per officer

Extra Duty Detail- Night Rate

\$72.91 per hour, per officer

Extra Duty Detail – Supervisor Day Rate

\$72.91 per hour, per supervisor

Extra Duty Detail- Supervisor Night Rate

\$80.21 per hour, per supervisor

Overtime Duty Detail

Varied based upon terms of Collective Bargaining Agreement

Duty Detail Service Fee

~~ten percent of total detail bill~~

Ten percent of total detail bill

Convenience fee for online payments:

Visa/Mastercard/ Discover

2.75%

American Express: 3.25%

Minimum Fee: ~~\$1.25~~ **\$2.00**

Echeck: ~~\$1.50~~ **\$2.50**

Convenience fees for credit and echeck payment processing are subject to change at the discretion of the Township's selected third-party payment processor(s).

ARTICLE VII. BULK TRASH FEES

The following fees contained within this section may be amended from time to time by Resolution of Upper Darby Township Council.

(A) Bulk Pickup	\$20.00
(B) Recycling Containers	\$15.00
Convenience fee for online payments:	Visa/Mastercard/ Discover
	2.75%
	American Express: 3.25%
	Minimum Fee: <del>\$1.25</del> <u>\$2.00</u>
	Echeck: <del>\$1.50</del> <u>\$2.50</u>

#### ARTICLE VIII. PUBLIC WORKS FEES

The following fees contained within this section may be amended from time to time by Resolution of Upper Darby Township Council.

(A) Large Scale Township Maps	\$10.00
Convenience fee for online payments:	Visa/Mastercard/ Discover
	2.75%
	American Express: 3.25%
	Minimum Fee: <del>\$1.25</del> <u>\$2.00</u>
	Echeck: <del>\$1.50</del> <u>\$2.50</u>

Convenience fees for credit and echeck payment processing are subject to change at the discretion of the Township's selected third-party payment processor(s).

#### ARTICLE IX. CDBG FEES

(A) Mortgage Satisfaction Fees	<del>\$133.25 processing fee</del> \$129 processing fee
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Note: Fee is subject to change by the Delaware County Recorder of Deeds

<del>(B) Convenience fee for online payments:</del>	<del>Visa/Mastereard/ Discover</del>
	<del>2.75%</del>
	<del>American Express: 3.25%</del>

**Minimum Fee: \$1.25**

**Echeck: \$1.50**

~~Convenience fees for credit and echeck payment processing are subject to change at the discretion of the Township's selected third-party payment processor(s).~~

**CDBG payments are accepted by check or money order.**

## **Article X- ONE CENTER RENTAL FEES**

### **One Center Rental Fees**

**\$60.00 per hour (or fraction thereof)**

## **SECTION 2. SEVERABILITY**

The provisions of this Ordinance are severable. If any sentence, clause or section of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such constitutionality, illegality, or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses or sections of this Ordinance. It is hereby declared to be the intent of the Township that this Ordinance would have been enacted had such unconstitutional, illegal or invalid sentence, clause or section not been included herein.

## **SECTION 3. INTERPRETATION**

The words, phrases and provisions of this Ordinance are not to be interpreted in a way that results in an absurd construction of the meaning, or in a way that causes one provision to contradict another.

## **SECTION 4. REPEAL OF PRIOR ORDINANCES**

All Ordinances or parts thereof inconsistent herewith or in conflict with any of the specific terms enacted hereby, to the extent of said inconsistencies or conflicts, are hereby repealed.

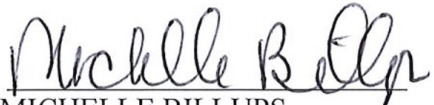
## **SECTION 5. EFFECTIVE DATE**

This Ordinance shall become effective immediately upon the signature of the Mayor or, in the event the Mayor neither approves nor vetoes this Ordinance, fifteen days after the last day on which the Mayor can approve or veto this Ordinance, as set forth in the Upper Darby Township Home Rule Charter, Section C-702.

**ORDAINED** and **ENACTED** this 17<sup>th</sup> day of December, 2025.

SEAL:

ATTEST:

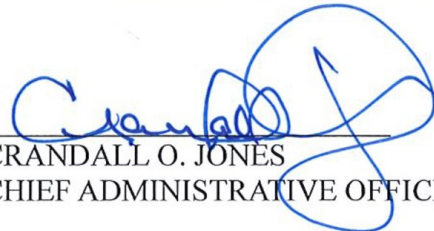
  
MICHELLE BILLUPS  
SECRETARY OF COUNCIL

BY:

  
HAFIZ TUNIS, JR.  
PRESIDENT OF COUNCIL

**APPROVED** this 17<sup>th</sup> day of December 2025.

ATTEST:

  
CRANDALL O. JONES  
CHIEF ADMINISTRATIVE OFFICER

BY:

  
EDWARD BROWN  
MAYOR