

**UPPER DARBY TOWNSHIP
DELAWARE COUNTY, PENNSYLVANIA**

ORDINANCE NO. 3103

AN ORDINANCE OF UPPER DARBY TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA TO PROVIDE A FEE SCHEDULE FOR THE DEPARTMENT OF LICENSES AND INSPECTION; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES INCONSISTENT HERewith; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, pursuant to the provisions of the Upper Darby Township ("Township") Home Rule Charter, Administrative Code and various Ordinances, the Department of Licenses and Inspection ("Department") is responsible for the protection of persons and property within the Township through the general administration and enforcement of zoning, subdivision, building and related structural and land use codes; and

WHEREAS, to facilitate the protection of persons and property through the general administration and enforcement of zoning, subdivision, building and related structural and land use codes such supervision and administration it is necessary that the operators of and/or participants in these activities obtain certain licenses and permits or be charged certain fees from Upper Darby Township; and

WHEREAS, it is recognized that a certain increased expenditure of time and money by the Township is necessitated in carrying out the above duties; and

WHEREAS, Township Council ("Council") desires to recover such costs by charging license and permit fees to applicants; and

WHEREAS, the purpose of such fees shall be to recover administrative expenses only, and not to raise revenue;

NOW THEREFORE, IT IS HEREBY ORDAINED AND ENACTED by the Upper Darby Township Council as follows:

SECTION 1. Fees Related to Streets and Right-of-Way

A. STREET OPENINGS AND EXCAVATIONS.

1. Permit Fees for Openings or Excavations

\$50.00 for first 5 square yards,

\$5.00 for each additional 5 square yards or fraction thereof

B. Sewer Connection Fees.

1. Sanitary Sewer Connection: \$1,000 for each residential or commercial building.
2. Storm Sewer Connection: \$300.00 for each connection

C. Construction or Repairs of Sidewalks, Curbs, and Gutters

1. Permit fees for inspections:
 - a. up to 40 linear feet (\$35.00)
 - b. Over forty (40) linear feet (\$35.00 plus \$1.00 for each linear foot over 40)
2. Permits for Grades and Locations of New Curb and/or Sidewalks
 - a. Minimum Charge \$100.00 per property, up to 100 linear feet of frontage
 - b. Corner Property \$200.00, up to 100 linear feet of frontage
 - c. More than 100 linear feet of frontage, minimum charge plus \$2.00 for each linear curb or sidewalk

SECTION 2. BUILDING PERMITS

The following fees are established for permits for repairs, alterations, and additions to residential, commercial, and industrial buildings:

A. New Residential Dwellings (Single Family and Duplexes)

1. Application Fee \$35.00
2. Plus Additional Fees
 - a. First \$50,000- \$25.00 per \$1,000 of estimated cost or fraction thereof
 - b. Above \$50,000- \$15.00 for each additional \$1,000 of estimated cost or fraction thereof
 - c. Use and Occupancy \$40.00 (Final Inspection)
3. All heating, air conditioning, electrical, and plumbing contractor's costs shall not be included in the above fee

B. Repairs, Alterations, Fire Restoration, Additions to Private Dwellings or Duplexes (one or two family dwellings), Porches, Porch Enclosures, Patios, Private Greenhouses, Sheds (Residential Use), Decks, Garages, Carports, In-Ground Pools and private swimming pools

1. Application Fee \$40.00
2. Plus Additional Fees
 - a. \$20.00 for each \$1,000 or fraction thereof over \$500

b. Use and Occupancy \$40.00 (Final Inspection)

C. Roofs and Siding:

1. Residential

- a. First \$500.00 of estimate cost or fraction thereof- \$25.00
- b. Above \$500- add \$15.00 for each additional \$1,000 of estimated cost fraction thereof.

2. Commercial

- a. First \$50,000- \$25.00 per \$1,000 of estimated cost or fraction thereof.
- b. Above \$50,000- add \$10.00 for each additional \$1,000 of estimated cost of fraction thereof

3. Solar panels and electrical generation

- a. Require a building permit for affixing the panels to the roof
- b. Require an Electrical permit for connecting the panels to electrical service
- c. Maximum fee \$500 for Residential installation

D. Plumbing, Heating, and Air-Conditioning:

1. Residential \$45.00

- plus \$15.00 for each \$1,000 or fraction thereof over the first \$1,000

2. Commercial

- a. First \$50,000- \$50.00 per \$1,000 of estimated cost or fraction thereof
- b. Above \$50,000- add \$30.00 for each additional \$1,000 of estimated cost or fraction thereof over \$50,000

E. Dumpsters

1. \$50.00 per 30 days without parking meter
2. \$6.00 per day per meter
3. Permit must be obtained from Parking Department

F. New Commercial Industrial, Multi-Family, Hotels, Motels, and All other buildings not previously covered

1. Repair, Alterations, and Additions to Commercial and Industrial Buildings (including Public Utility, Amusement and Recreational Buildings, Motels, Hotels, Multi-Family Buildings, Radio Towers, and all structures not otherwise classified; Underground and Above-Ground Tanks, Tank Removal, Dispensers, Demolitions and Sprinklers

a. Application Fee \$50.00

b. Additional Fee

- i. First \$100,000- \$50.00 per \$1,000 of estimated cost or fraction thereof
- ii. Above \$100,000- add \$30.00 for each additional \$1,000 of estimated cost or fraction thereof

- iii. Use and occupancy \$70.00 (Final Inspection)
 - c. Heating, air-conditioning, electrical and plumbing contractors' costs shall not be included in computing the above fees
- G. Use and occupancy- Home Occupation and Business (New and Take-Over):
 - ii. Use \$100.00
 - iii. Occupancy \$100.00
- H. Electrical Permits
 - 1. Residential
 - a. \$25 for the first \$1,000
 - b. Then \$3 each \$1,000 or fraction thereof
 - 2. Commercial
 - a. \$25 for the first \$1,000
 - b. Then \$3 each \$1,000 or fraction thereof
 - 3. Annual Permit required for owners or occupants of a building that regularly employs one or more Master Electricians on the premises for routine repairs, maintenance, or replacements- \$250.00 per annum payable January 1st.
- I. Double Permit Fee- any person, individual, entity, firm, partnership, corporation, or company who commences work subject to a permit outlined in this Ordinance prior to receiving said permit shall be subject to a double permit fee
- J. Trailers (Temporary)
 - \$200 per year, payable January 1st
- K. Appeal of a decision under the Pennsylvania Uniform Construction Code- \$200
- L. Municipal Buildings and Fire Stations are exempt from the above fees but the owner is still required to apply for a permit and demonstrate compliance with all Federal and State Regulations by providing copies of all Federal and State Permits

SECTION 3. RESALE/REFINANCE CERTIFICATE FEES FOR THE SALE OF PROPERTY

- A. Residential property (one & two family) - \$100.00, (All violations of record corrected)
- B. Residential property (one & two family) - \$200.00 (Conditional with violations to be corrected within 12 months)
- C. Commercial property or residential apartments (three units and up):
 - 1. \$250.00 (For properties with less than 20,000 square feet of gross floor area)
 - 2. \$500.00 (For properties 20,000 square feet of gross floor area or greater)

SECTION 4. CONTRACTOR'S LICENSE AND RENEWAL

- A. Residential Company Registration \$0
Must provide Pennsylvania State license number
- B. Commercial Company Registration \$150
- C. Master Electrician or Plumber \$100
- D. Apprentice or Journeyman \$15

SECTION 5. ZONING

A. Sign Permits-Fees are determined by the type and construction cost of each sign shall be as follows:

- 1. Ground, Wall, Window, Projection, Canopy, Awning and Face Change (per location)
 - \$50.00 plus \$15.00 for each additional \$500.00 or additional fraction thereof.
- 2. Billboards, Roof or Ground (per location)
 - a. Up to \$1,000 - \$100.00.
 - b. Over \$1,000 - \$100.00 plus \$15.00 for each additional \$500.00 or additional fraction thereof.
- 3. Freestanding Signs (per location):
 - a. Up to \$500.00 - \$100.00
 - b. Over \$500.00- \$100.00 plus \$25.00 for each additional \$500.00 or additional fraction thereof.
- 4. Marquee Signs (per location):
 - a. Up to \$500.00 - \$100.00.
 - b. Over \$500.00 - \$50.00 plus \$15.00 for each additional \$500.00 or additional fraction thereof.
- 5. Structural Designs/Foundation Designs:
 - Filing Fee - \$10.00 per design.
- 6. Five Year Certification for Billboards, Roof Signs, Projecting Signs and Freestanding Signs
 - \$10.00 per sign.

B. Subdivision, Reverse Subdivision, and Land Development Application

- 1. Residential Subdivision Plan: Single Family Dwelling - \$400 for all plans plus \$75 per lot or unit.
- 2. Multi-Family Dwelling or Condominium - \$400.00 per plan plus \$50.00 per unit.
- 3. Non-Residential Subdivision Plan - \$400.00 per plan plus \$100.00 per lot.
- 4. Non-Residential Land Use Development Plan - \$400.00 per plan plus additional fees computed as follows:
 - a. \$75.00 per acre or portion thereof AND
 - b. \$75.00 per 1,000 square feet of gross floor area or portion thereof

C. Miscellaneous Zoning Fees

1. Zoning code book.
 - a. \$25.00 - if picked up
 - b. \$30.00 - if mailed.
2. Zoning map.
 - a. \$6.00 -if picked up
 - b. \$7.00- if mailed.
3. Zoning Analysis Letter- \$100.00

D. Bus Stop Shelters.

1. Bus Stop Shelter Erection Permit - \$25.00 per location (one-time only charge).
2. Advertising Fee - \$100.00 per month, per shelter.

E. Storm Water Management and Flood Plain Permit

1. Less than or equal to one (1) acre - \$300.00;
2. Greater than one (1) acre - \$700.00

F. ZONING HEARING BOARD FEE SCHEDULE

1. Signs - \$700.00 for up to 2 reliefs.
2. Variances or Special Exceptions (except as otherwise set forth herein):
 - a. Residential - \$550.00 for up to 2 reliefs;
 - b. Commercial - \$700.00 for up to 2 reliefs.
3. More than two types of relief: for each additional type of relief - \$100.00.
4. Variances for Private Swimming Pools, Fences, Decks, Patios, and Sheds - \$350.00 for up to 2 reliefs.
5. All other appeals - \$550.00.
6. Subdivisions - Where the property is being subdivided into or contains more than two units the applicant shall pay the following fee in addition to fees for relief required by Sections 1 through 5 above:
 - 3 to 5 units: \$300.00;
 - 6 to 10 units: \$400.00;
 - 11 to 20 units: \$500.00;
 - 21 or more units - \$500.00 plus \$20.00 per each unit over 20.

SECTION 6. ABATEMENT OF REAL PROPERTY

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

- | | |
|---|-------------|
| 1. Backhoe (Including Operator) | \$150.00 HR |
| 2. Dump Truck (Including Operator) | \$175.00 HR |
| 3. Tractor & Flail (Including Operator) | \$100.00 HR |

4. Pick Up Truck (Including Operator)	\$150.00 HR
5. Weed Eater (Including Operator)	\$50.00 HR
6. Lawn Mower (Including Operator)	\$175.00 HR
7. Trash Truck (Including Operator)	\$200.00 HR
8. Bucket Truck (Including Operator)	\$200.00 HR
9. Chipper (Including Operator)	\$175.00 HR
10. Chainsaw (Including Operator)	\$150.00 HR
11. Recording Fees	\$125.00 HR
12. Filing Fees	\$23.50 HR

SECTION 7. FIRE SAFETY INSPECTIONS

These fees are for Fire Safety Inspections in accordance with Chapter 7 of the Upper Darby Township Property Maintenance Code:

- A. The fee for inspection of a Commercial Property less than 1,000 square feet shall be \$150.00.
- B. The fee for inspection of a Commercial Property of 1,000 square feet or more, but less than 2,001 square feet shall be \$250.00.
- C. The fee for the inspection of a Commercial Property of 2,001 square feet or more shall be \$250.00 for the first 2,000 square feet and \$25.00 for each additional 1,000 square feet.

SECTION 8. FOOD LICENSE AND INSPECTION

Annual fees for all facilities required to obtain a license and inspection of a food and/or drink facility

- A. License Fee
 - i. 1,500 Square Feet or less \$150.00
 - ii. 1,501 to 2,500 Square Feet \$200.00
 - iii. 2,501 to 5,000 Square Feet \$250.00
 - iv. 5,001 to 7,500 Square Feet \$325.00
 - v. 7,501 to 10,000 Square Feet \$450.00
 - vi. 10,000 to 15,000 Square Feet \$600.00
 - vii. Greater than 15,000 Square Feet \$700.00
 - viii. All mobile food establishments \$150.00
 - ix. Non-Profit with current 501(C)(3) \$150.00
- B. All Non-Profit organizations with current 501(c)(3) as defined by the Internal Revenue Service status shall be charged a \$150.00 fee. All Non-Profit organizations must produce current 501(c)(3) documentation when applying for a food license.
- C. The square footage listed in paragraph A shall apply to the food preparation, vending space for food, and food seating/service area only.

SECTION 9. ANNUAL RENTAL LICENSE APPLICATIONS

- a. Application Fee \$125 per dwelling
- b. \$20 fee per unit

SECTION 10. VACANT PROPERTY LICENSE APPLICATION

\$100 semi-annually

SECTION 11. MISCELLANEOUS FEES

A. Public Use of Sound Systems

- 1. Permit fee: \$50.00 per 5 consecutive days
- 2. Additional requirements
 - a. 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
 - b. Must be signed by Health Department before being issued

B. Rubbish and Refuse Collection License

- 1. Junkers- individuals engaging in the picking over or removal of rubbish or refuse
- 2. Annual License fee/renewals- \$200.00
- 3. New License issued during the year- prorated, minimum fee of \$100.00

C. License for Sale of Goods in Bankruptcy, Liquidation, Insurance, Mortgage, Insolvency, Assignees, Receivers, Trustees, Removal, Closeout or Damaged Goods Sales

- 1. License fee- \$100, valid for ninety (90); non-renewable

D. Alarm System- Horns, Strobes, and Pull Station

- 1. Permit Fee
 - a. \$25.00 for first \$50,000 per \$1,000 of estimate cost or fraction thereof
 - b. Above \$50,000
 - \$25.00 for first \$50,000 per \$1,000 of estimate cost or fraction thereof and

- \$10.00 for each additional \$1,000 of estimated cost or fraction thereof

- E. Permit Fee for Operation of a privately owned parking lot
1. Annual Permit Fee- \$200.00; payable January 1st

- F. CARNIVAL PERMIT FEE.
\$50.00 for each 7 days or part thereof of operation.

- G. AMUSEMENT LICENSE FEES.
1. Pool Table or Billiard: Standard Pool Table - \$100.00;
 2. Coin Operated Pool Table - \$200.00.
 3. Jukebox - \$100.00.
 4. All other Mechanical Devices - \$200.00.

- H. VENDORS LICENSE.
1. Door-to-Door/Tag Day - \$200.00 per license, \$100.00 each worker and \$100.00 towards mercantile taxes (Tag Day for nonprofit has no fee).
 2. Ice Cream/Water Ice Trucks - \$200.00 per license, \$100.00 each worker and \$100.00 towards taxes - also truck to be inspected by the Health Department.
 3. Flowers/ Christmas Trees - \$200.00 per license, \$100.00 each worker, \$100.00 towards mercantile taxes and \$1,000 bond (if they don't own the property).
NOTE: NO STREET VENDING PERMITTED.

- I. FIRE REPORT RECEIPT- \$25.00 per report.

- J. Duplicate Copy of Permits or Licenses
- \$5.00 per copy

- K. Expedited Permit Fee (When Available) - fees are in addition to original permit fee)
- Residential
 - a. One (1) day residential - \$200.00
 - b. Five (5) day residential - \$100.00
 - Commercial
 - a. One (1) day commercial -\$1000.00
 - b. Five (5) day commercial- \$500.00

SECTION 12. These fees may be amended by the current Township Fee Resolution.

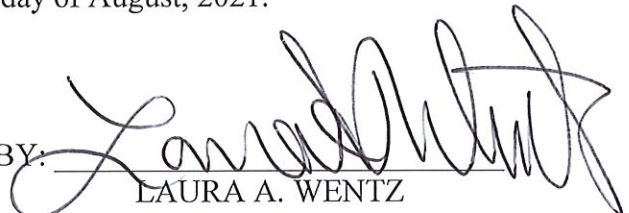
SECTION 13. REPEALER. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of any inconsistency.

SECTION 14. SEVERABILITY. If any clause, sentence, paragraph or part of this Ordinance, or the application thereof to any person or circumstance, shall for any reason be adjudged by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate

the remainder of this Ordinance nor the application of such clause, sentence, paragraph or part to other persons or circumstances, directly involved in the controversy in which such judgment shall have been rendered. It is hereby declared to be the legislative intent that this Ordinance would have been adopted had such provisions not been included or such persons or circumstances been expressly excluded from their coverage.

SECTION 15. EFFECTIVE DATE. This ordinance shall be effective immediately.

ENACTED and **ORDAINED** this 18th day of August, 2021.

BY: 
LAURA A. WENTZ
President of Council

ATTEST: 
MICHELLE BILLUPS
Secretary of Council

Approved this 18th day of August, 2021

BY: 
BARBARANN KEFFER
Mayor

ATTEST: 
VINCENT A. RONGIONE, ESQ.
Chief Administrative Officer