

ORDINANCE NO. 852-2023

AN ORDINANCE OF THE TOWNSHIP OF EAST PENNSBORO, CUMBERLAND COUNTY, PENNSYLVANIA AMENDING THE CODE OF ORDINANCES OF THE TOWNSHIP OF EAST PENNSBORO, CUMBERLAND COUNTY, PENNSYLVANIA, SPECIFICALLY CHAPTER 22 [LAND DEVELOPMENT], BY RENAMING CHAPTER 22 [SUBDIVISION AND LAND DEVELOPMENT ORDINANCE], AND FURTHER RESCINDING, REPEALING, AND REPLACING ALL PARTS AND SECTIONS OF CHAPTER 22, PART 1 [APPLICABILITY, AUTHORITY, TITLE, PURPOSE] THROUGH AND INCLUDING PART 13 [REQUIRED SIGNATURES AND STAMP BLOCKS], AND REPEALING ALL INCONSISTENT ORDINANCES.

WHEREAS, the purpose of subdivision and land development regulations are to provide adequate sites for development and public use, to maintain reasonable and acceptable design standards, and to coordinate public improvements with private development interests;

WHEREAS, Subdivision and Land Development Ordinances may be enacted or amended pursuant to the Municipalities Planning Code, 53 Pa. C.S.A Section 10501, *et seq*; and

WHEREAS, pursuant to the Pennsylvania Municipalities Planning Code, East Pennsboro Township desires to adopt a new Subdivision and Land Development Ordinance.

NOW THEREFORE, IT IS HEREBY ENACTED AND ORDAINED by the Board of Township Commissioners in and for the Township of East Pennsboro, Cumberland County, Pennsylvania, as follows:

SECTION 1: The Code of Ordinances is hereby amended by rescinding and repealing the existing Chapter 22, [Land Development], and replacing, amending and adopting in its entirety the attached Exhibit "A" entitled the East Pennsboro Township Subdivision And Land Development Ordinance concerning Chapter 22, Land Development, consisting sequentially of all parts and sections beginning with PART 1 [Applicability, Authority, Title Purpose] Through And Including PART 13 [Required Signatures and Stamp Blocks] within Exhibit "A" which are incorporated herein;

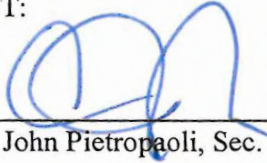
SECTION 2. REPEALER. All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

SECTION 3: SEVERABILITY. The provisions of this Ordinance are severable, and if any section, sentence, clause, part, or provision thereof shall be held illegal, invalid, or unconstitutional by any Court of competent jurisdiction, such decision of this court shall not affect or impair the remaining sections, sentences, clauses, parts, or provisions of this ordinance.

SECTION 4: This Ordinance shall take effect and be in force from and after its approval as required by law.

ENACTED AND ORDAINED by the Board of Commissioners of East Pennsboro Township, Cumberland County, Pennsylvania, in lawful session, duly assembled, this 20th day of December, 2023.

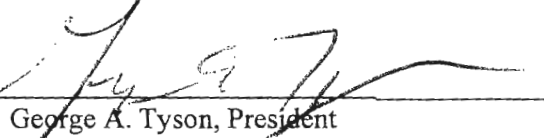
ATTEST:



A. John Pietropaoli, Sec.

TOWNSHIP OF EAST PENNSBORO

By:



George A. Tyson, President
Board of Commissioners

East Pennsboro Township

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE

12/1/23

Contents

PART 1 APPLICABILITY, AUTHORITY, TITLE, PURPOSE	5
§ 22-101. Applicability.	5
§ 22-102. Short Title.	5
§ 22-103. Legal Authority.	5
§ 22-104. Purpose.	6
§ 22-105. Cumberland County Review of Plans.	6
§ 22-106. Interpretation.	7
PART 2 DEFINITIONS	8
PART 3 SUBMISSION AND PLAN PROCESSING PROCEDURES	24
§ 22-301. General	24
§ 22-302. Approvals Overview.	24
§302.1 Simple Subdivision.	24
§302.2 Minor Subdivision and/or Land Development.	25
§302.3 Major Subdivision and/or Land Development.	25
§ 22-303. Pre-Application Conference and Sketch Plan.	25
§303.1 Pre-Application Conference.	25
§303.2 Sketch Plan.	26
§ 22-304. Application Requirements.	26
§304.1 Preliminary Plan Application Form & Fee.	27
§304.2 Letter of Transmittal.	27
§304.3 Preliminary Site Plan.	27
§304.4 Preliminary Grading Plan.	29
§304.5 Parking Plan.	30
§304.6 Loading Plan.	30
§304.7 Preliminary Stormwater Management Plan and Report.	31
§304.8 Construction Plans for Public and Private Improvements.	31
§304.9 Sewage Facilities Planning Module.	32
§304.10 Proof of Submission to Other County, State, and Federal Agencies (PADEP, Cumberland County Conservation District, PennDOT and others as determined by Township.)	32
§304.11 Survey (Sealed) and Preliminary Plat.	33
§304.12 Erosion and Sedimentation Plan.	34
§304.13 Photometrics Plan.	34
§304.14 Landscape Plan.	34
§304.15 Phasing Plan and Schedules.	34
§304.16 State Highway Access	35

§304.17 Geotechnical Report and Slope Analysis.	35
§304.18 Township Fire Apparatus Radius and Driveway Profile	36
§304.19 Parking Agreements.	36
§304.20 Approved zoning variances, as applicable	36
§304.21 Final Plan Application Form and Fee.	36
§304.22 Letter of Transmittal.	37
§304.23 Final Site Plan.	37
§304.24 Final Grading Plan.	40
§304.25 Final Landowner and/or Developer's Agreement.	41
§304.26 Deed Restrictions, Easements and Protective Covenants.	41
§304.27 Proof of Other Agencies Approval (PADEP, Cumberland County Conservation District, PennDOT and others as determined by Township).	41
§304.28 As-Built Drawings in Conformance with Cumberland County and Township Standards (Digital Format).	42
§304.29 Final Parking Agreements.	42
§304.31 Architectural Drawings A: Building Elevations, screening/buffering	43
§304.32 Architectural Drawings B: Façade Representations	43
PART 4 IMPROVEMENT AND MAINTENANCE GUARANTEES	44
§ 22-401. General Statement.	44
§ 22-402. Financial Security for Improvement Guarantee.	44
§ 22-403. Inspection of Improvements During Construction.	488
§ 22-404. Dedication of Improvements.	499
§ 22-405. Maintenance Guarantee.	49
§ 22-406. As-Built Plans.	49
PART 5.....	51
DESIGN AND IMPROVEMENT STANDARDS.....	51
§ 22-501. Purpose.	51
§ 22-502. General.	51
§ 22-503. Blocks.	51
§ 22-504. Lots.	52
§ 22-505. Water Supply.	52
§ 22-506. Sewage Service Facilities.	55
§ 22-507. Fire Hydrants.	57
§ 22-508. Common Facilities.	58
§ 22-509. Utilities.	60
§ 22-510. Easements (Utility, Stormwater/Sanitary Sewer, Drainage, Conservation, Pedestrian).	60
§ 22-511. Solid Waste Disposal.	61

§ 22-512. Contribution for Recreation Purposes.	61
§ 22-513. Time Limitations.	62
PART 6.....	62
FLOODPLAIN MANAGEMENT.....	62
See Chapter 23	62
PART 7.....	62
STORMWATER MANAGEMENT.....	62
See Chapter 29	62
PART 8.....	63
TRAFFIC IMPACT STUDY.....	63
§ 22-801. Purpose.	63
§ 22-802. Applicability.	63
§ 22-803. Preparation of the Traffic Impact Study.	63
§ 22-804. Study Area Boundaries.	63
§ 22-805. Contents.	63
§ 22-806. Final Report.	66
PART 9.....	67
MOBILEHOME PARK REGULATIONS.....	67
§ 22-901. Purpose.	67
§ 22-902. Plan Requirements and Processing Procedure.	67
§ 22-903. Other Requirements.	67
§ 22-904. Improvement and Construction Requirements.	68
§ 22-905. Fees and Licenses.	68
§ 22-906. Inspection of Mobilehome Parks.	70
§ 22-907. Notices, Hearings, and Orders.	70
§ 22-908. Mobilehome Placement and Removal.	72
§ 22-909. Modification of Requirements.	72
§ 22-910. Enforcement, Amendments and Remedies.	72
PART 10.....	73
FEES.....	73
§ 22-1001. Filing Fees and Escrow.	73
§ 22-1002. Fee Schedule.	73
§ 22-1003. Engineering Inspection Fees.	74
§ 22-1004. Attorney Fees.	74
§ 22-1005. Other Fees.	74
PART 11.....	76

MODIFICATION OF REQUIREMENTS.....	76
§ 22-1101. General Statement.	76
§ 22-1102. Application Submission.	76
§ 22-1103. Recording of Decision; Approval.	76
§ 22-1104. Recording of Decision; Denial.	76
§ 22-1105. Appeals.	76
Part 12.....	77
ENFORCEMENT, AMENDMENTS AND REMEDIES.....	77
§ 22-1201. Administration and Enforcement.	77
§ 22-1202. Amendments.	77
§ 22-1203. Remedies and Jurisdiction.	79
§ 22-1204. Codification Statement.	80
PART 13.....	81
REQUIRED SIGNATURE AND STAMP BLOCKS.....	81
§22-1301. Purpose.	81
§22-1302. East Pennsboro Township Signature Block.	81
§22-1303. Certification Stamp Blocks	81

PART 1
APPLICABILITY, AUTHORITY, TITLE, PURPOSE

§ 22-101. Applicability.

1. The following chapter shall be in full force and effect including definitions, plan requirements and processing procedures, design standards, improvements and construction requirements, and conditions of acceptance of public improvements by East Pennsboro Township.
 - A. No lot in a subdivision may be sold; no permit to erect or alter any building in a land development may be issued; and no building may be erected or altered in a land development, unless and until a final plan has been approved by the Board of Commissioners and recorded. No final plan shall be signed by the Board of Commissioners for recording in the Office of the Cumberland County Recorder of Deeds unless financial security is accepted by the Board of Commissioners and/or the improvements required by this chapter have been properly installed.
 - B. Unit or condominium land development of real property is included within the meaning of land development as defined herein and must comply with these regulations.

§ 22-102. Short Title.

This chapter shall be known as the "East Pennsboro Township Subdivision and Land Development Ordinance."

§ 22-103. Legal Authority.

1. This chapter is adopted pursuant to provisions of the Pennsylvania Municipalities Planning Code (Act 247), 53 P.S. § 10101 et seq., effective January 1, 1969, as amended.
 - A. The East Pennsboro Township Board of Commissioners shall have the authority to approve or disapprove all preliminary and final land development plan applications as required herein.
 - B. The East Pennsboro Township Planning Commission is hereby designated as the agency which shall review and make recommendations on all land development plan applications as required herein, prior to action on same by the Board of Commissioners.

§ 22-104. Purpose.

1. The purpose of this chapter is to provide for harmonious development of the municipality and County by:
 - A. Assuring the orderly and efficient integration of subdivisions into the development of East Pennsboro Township.
 - B. Assuring sites proposed for development are suitable for building purposes and human habitation.
 - C. Assuring that land developments are coordinated and in conformance with inter and intra municipal public improvement plans and programs.
 - D. Assuring the efficient and safe movement of traffic.
 - E. Assuring the protection of water resources and natural drainage systems.
 - F. Assuring the sound management of stormwater run-off.
 - G. Assuring equitable handling of all land development plans by providing uniform standards and procedures.
 - H. Assuring the greater health, safety and welfare of the citizens of the East Pennsboro Township.
 - I. Assuring the efficient and orderly extension of community services and facilities at minimum cost and maximum convenience.
 - J. Regulating the subdivision and development of land within any flood hazard area or floodplain district in order to promote the health, safety and welfare of the citizens of this and other municipalities.
 - K. Requiring that each lot in flood prone areas includes a safe building site with adequate access, and that public utilities which serve such uses be designed and installed to minimize flood damage.
 - L. Assuring that any area reserved by the developer for use as public grounds be suitable in size and location for designated uses.
 - M. Guiding the future growth and development of East Pennsboro Township in accordance with an adopted comprehensive plan.
 - N. Assuring that documents prepared as part of a land ownership transfer fully and accurately describe the parcel of land being subdivided and the new parcel(s) thus created.

§ 22-105. Cumberland County Review of Plans.

Applications for land development located within East Pennsboro Township shall be transmitted, with the appropriate review fee, to the Cumberland County Planning Commission for review and report.

The Township Board of Commissioners will not approve such applications until the County review report is received or until the expiration of 30 days from the date the application was forwarded to the County Planning Commission. As evidence of their review and report, officials of the County Planning Commission shall sign final plans which have been formally approved by the municipality before such plans are presented for recording.

§ 22-106. Interpretation.

1. The provisions of this chapter shall be held to be the minimum requirements for the promotion of public health, safety, comfort, convenience, and greater welfare.
2. In any case where a provision of this chapter is found to conflict with the provision of a zoning, building, fire, safety or health ordinance or code of this municipality or law, rule or regulation of the Commonwealth of Pennsylvania, the provisions which establish the higher standard for the promotion and protection of the health and safety of the people shall prevail. In addition, should the Pennsylvania Municipalities Planning Code, Act 247, 53 P.S. § 10101 et seq., be amended to establish mandatory requirements or provisions which would be inconsistent herewith, those mandatory requirements or provisions shall be deemed to be incorporated herein by reference thereto without further amendment of this chapter.

PART 2 DEFINITIONS

§ 22-201. Purpose.

Unless otherwise expressly stated, the following words shall, for the purpose of this chapter, have the meaning herein indicated. The present tense shall include the future; the singular number shall include the plural; words used in the masculine gender shall include the feminine and the neuter. The word "person" includes a corporation, unincorporated association and a partnership, as well as an individual. The words "building" and "street" are used generally and shall be construed as if followed by the phrase "or part thereof." The word "may" is permissive; the words "shall" and "will" are mandatory.

§ 22-202. Definitions.

ABUT

To physically touch or border upon; to share a common property line.

ACCESS DRIVE

A paved surface, other than a street, which provides vehicular access from a street to a lot.

ACCESSORY BUILDING

A building detached which is subordinate to, and on the same lot with the main building, and used for purposes customarily incidental thereto.

APPLICANT

Any legal or equitable landowner, lessee, optionee or his authorized agent who submits plans, data or applications to the Zoning Officer or other designated Township official for the purpose of obtaining any approval or permit.

APPLICATION FOR DEVELOPMENT

Every application, whether preliminary, tentative or final, required to be filed and approved prior to start of construction or development including but not limited to an application for a building permit, for the approval of a subdivision plat or plan or for the approval of a development plan.

BLOCK

An area bounded by streets.

BUILDING

Any structure utilized or intended for supporting or sheltering any use or occupancy.

CLEAR SIGHT TRIANGLE

A triangular shaped portion of land established at street intersections in which nothing is erected, placed, planted or allowed to grow in such a manner as to limit or obstruct the sight of motorists entering or leaving the intersection.

CLEAR WATER SYSTEM

An independent component of a stormwater management system that provides for the efficient and effective disposal of concentrated rainfall runoff from roof drains and area drains, as well as collected ground water from floor drains, footer drains and sump pump pits.

COMMISSION

The Planning Commission of East Pennsboro Township, Cumberland County, Pennsylvania.

COMMON ELEMENTS

Land amenities, parts of buildings, central services and utilities and other elements and facilities owned and used by all dwelling unit owners. These elements include, but may not be limited to:

- A. The land on which the building is located and portions of the building which are not included in a unit.
- B. The foundation, structural parts, supports, main walls, roofs, basements, halls, corridors, lobbies, stairways, entrances and exits of the building.
- C. The yards, common open space, parking areas, and driveways.
- D. Portions of the land and buildings used exclusively for the management, operation or maintenance of the common elements.
- E. Installations of all central services and utilities.
- F. All other elements of the building necessary or convenient to its existence, management, operation, maintenance and safety or normally in common use.
- G. Such other facilities as are designated as common elements.

COMPREHENSIVE PLAN

An official document adopted by the East Pennsboro Board of Commissioners in accordance with the MPC, Act 247, 53 P.S. § 10101 et seq., setting forth its policies regarding the long-term development of the Township; the preparation of which is based on careful studies of existing conditions and prospects for future growth of the Township. The plan shall include, but need not be limited to, plans for the use of land, transportation of goods and people, community facilities and services, and a map and statement indicating the relationship of the Township and its proposed development with adjacent municipalities.

CONDOMINIUM AND COOPERATIVE

A method of ownership which, when applied to a multi-family dwelling, provides for separate ownership for each dwelling unit, title of which shall consist of ownership of the dwelling unit together with an undivided interest in the common elements.

CONDOMINIUM ASSOCIATION

The association which administers and maintains the common property and common elements of a condominium.

CONTROL CONDITIONS

In a traffic impact study, control conditions refer to the types and specific design of control devices and traffic regulations present on a given facility. The location, type, and timing of traffic signals are important control conditions affecting capacity.

COUNTY

County of Cumberland, Commonwealth of Pennsylvania.

COUNTY PLANNING COMMISSION

The Planning Commission of the County of Cumberland, Commonwealth of Pennsylvania.

CULVERT

A drain, pipe or conduit not incorporated in a closed system that carries drainage water under a driveway, street, roadway, railroad, pedestrian walk or public way.

CURB

A stone or concrete boundary usually marking the edge of the roadway or paved area.

CURB CUT

The opening along a curb line at which point vehicles may enter or leave a street or roadway.

CUT

(A) An excavation; (B) the difference between a point on the original ground and designated point of lower elevation of the final grade; (C) the material removed in excavation.

DECISION

Final adjudication of any board or other body granted jurisdiction under any land use ordinance or the Municipalities Planning Code, Act 247, 53 P.S. § 10101 et seq., either by reason of the grant of exclusive jurisdiction or by reason of appeals from determinations. All decisions shall be appealable to the Court of Common Pleas of Cumberland County.

DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP)

The Pennsylvania Department of Environmental Protection, its bureaus, divisions, departments and/or agencies, as may from time to time be established, or such departments as may in the future succeed it.

DETERMINATION

Final action by an officer, body, or agency charged with the administration of any land use ordinance or applications thereunder except the following:

- A. The governing body.
- B. The zoning hearing board.
- C. The planning agency only if and to the extent the planning agency is charged with final decision on preliminary or final plans under this chapter or planned residential development provisions. Determinations shall be appealable only to the boards designated as having jurisdiction for such appeal.

DEVELOPER

Any landowner, agent of such landowner or tenant with the permission of such landowner, who makes or causes to be made a subdivision of land or a land development.

DEVELOPMENT — Any man-made change to improved or unimproved real estate including, but not limited to, the construction, reconstruction, renovation, repair, expansion, or alteration of buildings or other structures; the placement of manufactured homes; streets, and other paving, utilities;

filling, grading and excavating; mining; dredging; drilling operations; storage of equipment or materials; and the subdivision of land.

DRAINAGE

The removal of surface water or groundwater from land by drains, grading or other means, and includes control of runoff to minimize erosion and sedimentation during and after construction or development.

DRAINAGE FACILITY

Any ditch, gutter, culvert, storm sewer or other structure designed, intended to be constructed for the purpose of carrying, diverting or controlling surface water or ground water.

DRAINAGE FIELD (also "SEEPAGE BED")

An earth covered pit and/or series of trenches with perforated pipe through which the septic tank effluent may seep or leach into the surrounding soil.

DRIVEWAY

A private vehicular passageway providing access between a street and a private parking area or private garage.

DWELLING

A building or structure designed for living quarters for one or more families, including manufactured homes which are supported either by a foundation or are otherwise permanently attached to the land, but not including hotels, boarding/rooming houses or other accommodations used for transient occupancy.

DWELLING UNIT

Living quarters consisting of one or more rooms arranged for the use of one or more individuals living as an independent housekeeping unit, with cooking, living, sleeping and sanitary facilities.

DWELLING, MULTI-FAMILY

A building containing any arrangement of three or more dwelling units, including apartments within an apartment building.

DWELLING, SINGLE-FAMILY DETACHED

A building constructed with a permanent foundation containing one dwelling unit used by one family and having no party wall in common with an adjacent building and having two side yards.

DWELLING, SINGLE-FAMILY SEMI-DETACHED

A building containing one dwelling unit used by one (1) family, having one (1) side yard, and one (1) party wall in common with another building.

EASEMENT

A right-of-way or restriction granted for limited use of private land within which the owner of the property may be restricted from erecting permanent structures but shall have the right to make any other use of the land which is not inconsistent with the rights of the grantee.

EASEMENT, CONSERVATION

An easement for the preservation of natural features that precludes or restricts future or additional development to the land.

EASEMENT, DRAINAGE

An easement required for the installation of stormwater sewers or drainage ditches, and/or required for the preservation and/or maintenance of a natural stream, swale, watercourse or other drainage facility.

EASEMENT, PEDESTRIAN (also, "INTERIOR WALK")

An easement for pedestrian use extending from a street into a block or across a block to a public area or street(s):

An easement(s) for pedestrian use for access to the rear portion of lots with attached structures.

EASEMENT, UTILITY

An easement required for the installation of public/private utility services (i.e. water, electric, telephone, cable television, gas, sanitary sewers, etc.) and/or required for the preservation and/or maintenance of utility corridors.

ENGINEER, PROFESSIONAL

An individual licensed and registered under the laws of the Commonwealth to engage in the practice of engineering as defined by the Registration Act of the Commonwealth of Pennsylvania, 63 P.S. § 148 et seq., as amended.

ENGINEER, TOWNSHIP

A professional engineer designated by the East Pennsboro Township to perform the duties of engineer as herein specified.

ENGINEERING SPECIFICATIONS

The engineering criteria of the Township regulating the installation of any required improvements or for any facility installed by a developer which are subject to public and/or private use, as set forth in the "Standard Material and Construction Specifications for Public Improvements, 1995," as amended and all current specifications adopted by the Pennsylvania Department of Transportation (PennDOT).

EROSION

The natural process of detachment and movement of soil or rock fragments, or the wearing away of the land surface by water, wind, ice and gravity.

EROSION, ACCELERATED

The removal of the surface of land through the combined action of man's activities and the natural processes at a rate greater than would occur because of natural process alone.

EXCAVATION

Any act by which earth, sand, gravel, rock or any other material is dug into, cut, quarried, uncovered, removed, displaced, relocated or bulldozed. It shall include conditions resulting therefrom.

FILL

(A) any act by which earth, sand, gravel, rock or any other material is placed, pushed, dumped, pulled, transported or moved to a new location above the natural surface of the ground or on top of the stripped surface, including the conditions resulting therefrom; (B) the difference in elevation between a point on the original ground and the designated point of higher elevation of the final grade; (C) the material used to make fill.

FLOOD

A temporary inundation of normally dry land areas.

FLOOD BOUNDARY AND FLOODWAY MAP

An official flood map of a community depicting detailed and nondetailed delineations of floodway and floodplain areas in the Township issued by the Federal Emergency Management Agency (FEMA).

FLOOD INSURANCE RATE MAP (FIRM)

An official map, in paper or digital form, on which the Federal Insurance Administration has delineated the areas of special flood hazards and the risk premium zones applicable to the Township.

FLOODPLAIN

Low land area adjacent to any watercourse and subject to flooding as defined in further detail by the Township’s Floodplain Ordinance.

FLOODPROOFING

Any combination of structural and nonstructural additions, changes, or adjustments to proposed or existing structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

GOVERNING BODY

The Board of Commissioners of East Pennsboro Township, Cumberland County, Commonwealth of Pennsylvania.

HYDROGEOLOGIC STUDY

An inventory of the source, quantity, yield and use of ground water and surface water resources within the Township.

IMPERVIOUS MATERIAL

Any substance placed on a lot which covers the surface in such a fashion as to prevent natural absorption of surface water by the earth so covered.

IMPROVEMENT/MAINTENANCE GUARANTEE

Any security which may be in lieu of a requirement that certain improvements be made before the Board of Commissioners approves a final subdivision or land development plan, including performance bonds, escrow agreements, and other similar collateral or surety agreements.

IMPROVEMENTS

Those physical additions, installations, and changes required to render land suitable for the use intended including, but not limited to, grading, paving, curbing, street lights and signs, fire hydrants, water mains, electric service, gas service, sanitary sewers, storm drains, sidewalks, crosswalks, driveways, culverts, and street shade trees.

LAND DEVELOPMENT

Any of the following activities:

The improvement of one lot or two or more contiguous lots, tracts or parcels of land for any purpose involving:

- A. A group of two or more residential or nonresidential buildings, whether proposed initially or cumulatively, or a single nonresidential building on a lot or lots regardless of the number of occupants or tenure.
- B. The division or allocation of land or space, whether initially or cumulatively, between or among two or more existing or prospective occupants by means of, or for the purpose of streets, common areas, leaseholds, condominiums, building groups or other features.
- C. A subdivision of land.
- D. Development in accordance with section 503(1.1) in the Pennsylvania Municipalities Planning Code.

The exclusion of certain land development from this definition of land development is permitted only when such land development involves:

- A. The conversion of an existing single-family detached dwelling or single family semi-detached dwelling into not more than three residential units, unless such units are intended to be a condominium.
- B. The addition of an accessory building on a single family residential lot or farm.

LAND USE

A description or classification of how land is currently or intended to be utilized or occupied.

LANDOWNER

For the purpose of this chapter, the legal or beneficial owner or owners of land including the holder of an option or contract to purchase (whether or not such option or contract is subject to any condition), a lessee if he is authorized under the lease to exercise the rights of the owner, or other persons having a proprietary interest in the land, shall be deemed to be an owner.

LEVEL OF SERVICE (VEHICULAR)

A qualitative measure describing operational conditions within a vehicular traffic stream as perceived by motorists and/or passengers. The level of service (LOS) generally describes vehicular conditions in terms of such factors as speed and travel time, freedom to maneuver, traffic interruptions, comfort and convenience, and safety. Six levels of service are defined for each type of facility for which analysis procedures are available:

LOS "A" represents free flow and motorists are virtually unaffected by the presence of other vehicles.

LOS "B" represents a stable flow of vehicular movement, but other users of the traffic stream begin to be noticeable.

LOS "C" is in the range of stable flow, but marks the beginning of the range of flow in which the operation of individual users becomes significantly affected by interactions with others in the traffic stream.

LOS "D" represents high-density but stable flow. Speed and freedom to maneuver are severely restricted and the driver/pedestrian experiences a generally poor level of comfort and convenience.

LOS "E" represents operating conditions at or near the capacity level characterized by all

speeds are reduced to a low, but relatively uniform value and freedom of movement is severely restricted and pedestrian/driver comfort and convenience levels are poor and frustrations are high.

LOS "F" is used to define forced or breakdown of traffic flow. Queues form and "stop and go waves" are prevalent and extremely unstable.

LOADING BERTH/SPACE

An off-street parking area on the same lot with a building or contiguous to a group of buildings for the temporary parking of commercial vehicles for unloading or loading merchandise or materials.

LOT

A parcel of land which has the yards, open space, width and areas required by this chapter, which abuts upon a street, and which is either shown on a subdivision plan recorded in the office of the Recorder of Deeds of Cumberland County, Pennsylvania, or considered as a unit of property and described by metes and bounds in a deed so recorded.

LOT AREA

The area contained within the property lines of individual parcels of land, excluding any area within an alley or street right-of-way but including the area of any easement or future rights-of-way.

LOT DEPTH

The average distance between the street line and the rear lot line.

LOT LINE

A boundary line of a lot.

LOT LINE, REAR

A lot line which is parallel to or within 45° of being parallel to a street line. In the case of a lot of an odd shape, the lot line furthest in average distance from any street.

LOT LINE, SIDE

Any lot line which is neither a street line nor a rear lot line.

LOT WIDTH

Unless otherwise provided, the distance measured at the minimum building set back line. For the purpose of this Chapter 22 and for Chapter 27, the horizontal distance between the side lines of a lot measured at right angles to its depth along a straight line parallel to the street line at the minimum required building setback line. The width of a lot on a cul-de-sac is measured as the chord distance length at the minimum required building setback line.

LOT, CORNER

A lot abutting upon two or more streets at their intersection.

LOT, INTERIOR

A lot, the side lot lines of which do not abut on a street.

MAINTENANCE GUARANTEE

Any security accepted by East Pennsboro Township for the maintenance of any improvements

required by this chapter.

MOBILEHOME

A transportable, single family dwelling intended for permanent occupancy, contained in one unit, or in two or more units designed to be joined into one integral unit capable of again being separated for repeated towing, which arrives at a site complete and ready for occupancy except for minor and incidental unpacking and assembly operations, and constructed so that it may be used without a permanent foundation.

MOBILEHOME LOT

A parcel of land in a mobilehome park, improved with the necessary utility connections and other appurtenances necessary for the erection thereon of a single mobilehome.

MOBILEHOME PARK

A parcel or contiguous parcels of land which has been so designated and improved that it contains two or more mobilehome lots for the placement thereon of mobilehomes.

MARKER

A wood or metal stake placed to designate the boundary and corners of lots in the subdivision of land for the purpose of reference in land and property survey and to facilitate the sale of lots.

MONUMENT

A concrete, stone, or other permanent object placed to designate boundary lines, corners of property, and rights-of-way of streets and utilities, for the purpose of reference in land and property survey.

MUNICIPAL AUTHORITY

A body politic and corporate created pursuant to the Act of May 2, 1945, P.L. 382, No. 164, known as the "Municipalities Authority Act of 1945," or the Municipality Authorities Act, 53 Pa.C.S.A. § 5601 et seq.

MUNICIPALITIES PLANNING CODE

Act of Assembly of July 31, 1968, P.L. 805, as reenacted and amended, 53 P.S. § 10101 et seq.

MUNICIPALITY

The East Pennsboro Township, Cumberland County, Commonwealth of Pennsylvania.

NATURAL DRAINAGE

The pattern of surface and stormwater drainage from a particular site before the construction or installation of improvements.

ON-SITE STORMWATER MANAGEMENT

The control of runoff to allow water falling on a given site to be absorbed or retained on site to the extent that after development the peak rate of discharge leaving the site is not significantly different than if the site had remained undeveloped.

OPEN SPACE

An area within a development or community designed and intended to provide light, air, environmental protection, scenic and/or recreational functions. Open space often includes, but is not limited to, lawns, decorative plantings, walkways, natural resource protection areas, active and

passive recreation areas, playgrounds, fountains, wooded areas, bodies of water and watercourses. Open space generally does not include the minimum required lot area, driveways, parking lots, or other areas and surfaces designed and intended for vehicular travel, buffers, existing and future road rights-of-way.

OVERLAY ZONE

A zoning district that encompasses one or more underlying zoning districts and that imposes additional requirements above those required by the underlying zone.

OWNER (see "LANDOWNER")

PARKING AREA

Any public or private land area designed and used for the purpose of temporary or long-term parking of motor vehicles including parking lots, garages, private driveways and legally designated areas of public streets.

PARKING GARAGE

A building or similar structure designed for and consisting of one or more levels and used to store motor vehicles.

PARKING LOT

A tract of land used for temporary motor vehicle parking, not including a municipal parking lot, when such use is not accessory to any other use. Any privately owned lot used for off-street parking or for the transient storage of motor vehicles, whether or not such parking is provided as a free service or for a fee.

PARKING SPACE, OFF-STREET

A temporary storage area for a motor vehicle, trailer, or vessel that is directly accessible to a driveway or access drive, and which is not located within a street right-of-way.

PLAN (also "PLAT")

A map or plan of a subdivision or land development whether sketch, preliminary or final.

PLAN, AS-BUILT

A corrected plan depicting the original final approved public facilities described in the subdivision and land development or construction improvement plan and any variations and changes made during the construction process as required by this chapter.

PLAN, CONSTRUCTION IMPROVEMENT

A component of a subdivision and/or land development plan prepared by a registered engineer or surveyor showing the construction details of streets, drains, sewers, bridges, culverts and other improvements for review by the Township Engineer, as required by this chapter.

PLAN, FINAL

A complete and exact land development plan, with full detail prepared for official recording as required by statute, to define property rights and proposed streets and other improvements.

PLAN, GRADING

A component of a land development plan, when required, showing by contour lines the existing topographic configuration of a site and the proposed alterations to the site.

PLAN, LAND DEVELOPMENT

The provisions for development, including a planned residential development, a plat of subdivision, all covenants relating to use, location and bulk of buildings and other structures, intensity of use or density of development, streets, ways and parking facilities, common open space and public facilities. The phrase “provisions of the development plan” when used in this act shall mean the written and graphic materials referred to in this definition.

PLAN, LANDSCAPE

A component of a land development plan when required on which is shown the proposed landscaping description of plant species (i.e. number, spacing, size at time of planting, and planting details); proposals for protection of existing vegetation during and after construction; proposed treatment of hard and soft surfaces; proposed decorative features; grade changes; buffers and screening devices; and other relevant information.

PLAN, PRELIMINARY

A tentative land development plan, in lesser detail than a final plan, showing approximately proposed street and lot layout as a basis for consideration prior to preparation of a final plan.

PLAN, SKETCH

An informal plan, not necessarily to scale, indicating salient existing features of a tract and its surroundings and the general layout of the proposed development.

PLAN, SOIL EROSION AND SEDIMENT POLLUTION CONTROL

A component of a land development plan for controlling erosion and sediment pollution during construction which shall provide all steps, including scheduling, to assure erosion and sediment control during all phases of construction, including final stabilization.

PLAN, STORMWATER MANAGEMENT

(A) a component of a land development plan, when required, that describes the planned control of runoff to allow water falling on a given site to be absorbed or retained on the site so that after development the peak rate of discharge leaving the site is not greater than if the site had remained undeveloped; and (B) a plan showing all present and proposed grades and facilities for stormwater management.

PLANNING COMMISSION

Unless clearly indicated otherwise, the Planning Commission of the East Pennsboro Township, Cumberland County, Commonwealth of Pennsylvania.

PRIVATE

Not publicly owned or operated.

PRIVATE ROAD

An easement or right-of-way, other than a street or alley, which provides vehicular access to a lot which has not been dedicated to or accepted by the Township.

PUBLIC GROUNDS

Includes but may not be limited to: (A) parks, playgrounds, and other public area; and (B) sites for schools, sewage treatment, refuse disposal and other publicly owned or operated facilities; (C) publicly owned or operated scenic and historic sites.

PUBLIC HEARING

A formal meeting held pursuant to public notice by the governing body or planning agency, intended to inform and obtain public comment, prior to taking action in accordance with the Municipalities Planning Code, Act 247, 53 P.S. § 10101 et seq., as amended.

PUBLIC NOTICE

Notice published once each week for two consecutive weeks in a newspaper of general circulation in East Pennsboro Township, Cumberland County, Commonwealth of Pennsylvania. Such notice shall state the time and place of the hearing and the particular nature of the matter to be considered at the hearing. The first publication shall be not more than 30 days, and the second publication shall be not less than seven days, from the date of the hearing.

PUBLIC OR PRIVATE UTILITY

(A) any agency which under public franchise or ownership, or under certificate of convenience and necessity, provides the public with electricity, gas, heat, steam, communication, rail transportation, water, sewage collection or other similar service; (B) a closely regulated private enterprise with a franchise for providing a public service.

PUBLIC OR PRIVATE UTILITY FACILITIES

Telephone, electric, and cable television lines, poles, equipment, and structures; water or gas pipes, mains, valves or structures; sewer pipes, pumping stations; telephone exchanges and repeater stations; and all other facilities, equipment and structures necessary for conducting a service by a public or private utility.

REGULATORY FLOOD

The flood that has one chance in one hundred (or a 1 percent chance) of being equaled or exceeded in any year. For the purposes of this chapter, the one-hundred-year flood (base flood) as defined by the Federal Insurance Administration, U.S. Department of Housing and Urban Development in Flood Insurance Study, East Pennsboro Township, Cumberland County, Pennsylvania.

REGULATORY FLOOD ELEVATION

The elevation of the regulatory flood at a given point.

REPORT

Any letter, review, memorandum, compilation or similar writing made by any body, board, officer or consultant other than a solicitor to any other body, board, officer, or consultant for the purpose of assisting the recipient of such report in the rendering of any decision or determination. All reports shall be deemed recommendatory and advisory only and shall not be binding upon the recipient, board, officer, body or agency, nor shall any appeal lie therefrom. Any report used, received or considered by the body, board, officer or agency rendering a determination or decision shall be made available for inspection to the applicant and all other parties to any proceeding upon request, and copies thereof shall be provided at cost of reproduction.

RIGHT-OF-WAY

Land set aside for use as a street, alley, private road, other means of travel or utilities.

RIGHT-OF-WAY LINE (also "STREET LINE")

The dividing line between a street and a lot or land abutting the street; also known as a street line.

RUNOFF

The amount of precipitation that does not percolate into the soil, but runs off the surface of the land.

SANITARY SEWER

A pipe for conveying sewage and excluding storm, surface and ground water.

SANITARY SEWER, PRIVATE

A sanitary sewage collection system in which sewage is carried from individual lots by a system of pipes to a central treatment and disposal plant which is not owned and operated by a governmental agency, governmental authority, or public utility company.

SANITARY SEWER, PUBLIC

A sanitary sewage collection system in which sewage is carried from individual lots by a system of pipes to a central treatment and disposal plant which is owned and operated by a governmental agency, governmental authority, or public utility company.

SEDIMENT

Soils or other materials transported by surface water as a product of natural or accelerated erosion.

SEDIMENTATION

(A) the accumulating mineral or organic matter as a result of erosion, and (B) the action or process of depositing sediment in rivers, streams, creeks, rivulets, impoundments, ditches, watercourses, storm sewers, lakes, dammed water, wetlands, ponds, springs, and other bodies or channels of conveyance of surface and underground water or parts thereof, whether natural or artificial.

SEPTIC SYSTEM

An underground system with a septic tank(s) used for the decomposition of domestic wastes.

SEPTIC SYSTEM, ON-LOT

An underground system with a septic tank(s) used for the decomposition of domestic wastes of a single dwelling unit or multiple dwelling units on the same lot.

SEPTIC TANK

A watertight tank in which raw sewage is broken down into solid, liquid, and gaseous phases to facilitate further treatment and final disposal.

SETBACK LINE

The line within a property defining the required minimum distance between any structure and an adjacent right-of-way or property line.

SHOULDER

The portion of a roadway (cartway) between the curb or gutter and the travel way intended for emergency and parking use.

SIGHT DISTANCE

The length of street, measured along the center line, which is continuously visible from any point 3 1/2 feet above the center line to an object four inches above the road surface.

SLOPE

The face of an embanked or cut section; any ground whose surface makes an angle with the plane

of the horizon. Slopes are usually expressed in a percentage based upon vertical difference in feet per 100 feet of horizontal distance.

STORMWATER "STORM" SEWER

A pipe, open ditch or drainage channel for conveying rain water, surface water, condensate, cooling water, and similar liquid waste, exclusive of sewage or industrial waste to a natural watercourse or other outlet as approved.

STORMWATER DETENTION

Any storm drainage technique that retards or detains runoff, such as detention or retention ponds, parking lot storage, rooftop storage, porous pavement, geoblocks, dry wells or any combination thereof.

STORMWATER DETENTION POND

A vegetated pond designed to drain completely after storing runoff water for a given storm event and releasing it at predetermined rates. It is also known as a "dry pond."

STORMWATER MANAGEMENT FACILITIES

Facilities designed to reduce peak flows and/or volumes of stormwater such as stormwater detention ponds, underground storage, rooftop storage, pervious parking areas, etc.

STREAM

A natural watercourse with a definite bed and banks which confine and convey continuously or intermittently flowing water.

STREAM, INTERMITTENT

A natural watercourse which carries water during the wet seasons but may be seasonally dry.

STREAM, PERENNIAL

A natural watercourse that is present during all seasons of the year.

STREET

A thoroughfare positioned within a right-of-way, whether public or private, which provides for the passage of vehicles and/or pedestrians and offers access to abutting properties and which conforms with the design standards of the East Pennsboro Township Code. Streets may also be referred to by the following names, including but not limited to avenue, boulevard, road, roadway, drive, highway, freeway, parkway, lane, or alley, but shall not be considered a driveway, access drive or walking trail. See also East Pennsboro Township Road Classification Map.

STREET LINE

The dividing line between a street and a lot or land abutting the street; also known as a right-of-way line.

STREET PROFILE

A graphical depiction of the center line of the finished surface of a street, which shall be midway between the sidelines of the street. The street profile is part of the construction improvement plan and indicates street grade, but may include other elements of a finished street.

STREET WIDTH

The shortest distance between street lines at a given point.

STRUCTURE

Anything constructed or erected that is safe and stable and requires location on the ground or attached to something having location on the ground, including but not limited to, buildings, garages, sheds, towers, flagpoles, platforms, storage bins, fences exceeding six feet in height, signs, sign posts, and lights, but excluding uncovered patios, driveways, walks, and parking areas at yard grade.

SUBDIVISION

The division or re-division of a lot, tract, or parcel of land by any means into two or more lots, tracts, parcels or other divisions of land including changes in existing lot lines for the purpose, whether immediate or future, of lease, partition by the court for distribution to heirs or devisees, transfer of ownership or building or lot development: provided, however, that the subdivision by lease of land for agricultural purposes into parcels of more than 10 acres, not involving any new street or easement of access, shall be exempted.

SUBDIVISION, MAJOR

Any subdivision not classified as a minor subdivision. See also Table 1 on Township file.

SUBDIVISION, MINOR

A subdivision where the land is being transferred to be combined with an existing lot, or where no more than three lots are proposed, provided that: (A) the application is not a land development plan; (B) the lots are subdivided on an existing street and no new streets are proposed; (C) existing public utilities are present and no extensions are proposed; (D) the installation of public infrastructure improvements is not proposed by the applicant or required by this chapter. See also Table 1 on Township file.

SUBDIVISION, SIMPLE

See Table 1 on Township file.

SUBSTANTIALLY COMPLETED

Where in the judgment of the Township Engineer, at least 90% (based on the cost of the required improvements for which financial security was posted pursuant to the requirements of this chapter) of those improvements required as a condition for final approval have been completed in accordance with the approved plan, so that the project will be able to be used, occupied or operated for its intended use.

SURVEYOR

A Professional Land Surveyor licensed to practice surveying as defined by the Registration Act of the Commonwealth of Pennsylvania, 63 P.S. § 148 et seq., as amended.

SWALE

A natural or man-made low-lying stretch of vegetative land characterized as a depression and used to carry surface runoff.

TOPOGRAPHIC MAP

A map showing the elevations of the ground by contour lines or spot elevations.

TRAFFIC CONDITIONS

In a traffic impact study, traffic conditions refer to the characteristics of the traffic stream using the facility such as the distribution of vehicle types in the traffic stream, the amount and distribution of traffic in available lanes of a facility, and the directional distribution of the traffic.

TRAFFIC IMPACT STUDY

A report studying the effect of increased traffic volume from a proposed land development on the existing roadway network surrounding the proposed site and its vicinity.

TRIP

Within the context of a traffic impact study, a single or one-way vehicle movement either to or from a subject property or study area.

TRIP ENDS

The total vehicle trips entering and leaving a specific land use or site over a designated period of time.

WATER FACILITY

Any water works, water supply works, water distribution system, or part thereof designed, intended or constructed to provide and distribute potable water.

WATER FACILITY, PRIVATE

An on-lot water generation system which serves only the lot upon which it is located.

WATER FACILITY, PUBLIC

Any municipally or privately owned water generation, collection and distribution system or facility which serves more than one building or lot.

WATERCOURSE

Natural or once naturally flowing (perennially or intermittently) water including rivers, streams, and creeks. Includes natural waterways that have been channelized, but does not include man-made channels, ditches, and underground drainage and sewage systems.

WETLANDS

Those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions, including swamps, marshes, bogs and similar areas. The term includes, but is not limited to, wetland areas listed in the State Water Plan, the United States Forest Service Wetland Inventory of Pennsylvania, the United State Fish and Wildlife Service Wetland Inventory maps, as utilized by the Pennsylvania Coastal Zone Management Plan and any wetland designated by a river basin commission.

PART 3
SUBMISSION AND PLAN PROCESSING PROCEDURES

§ 22-301. General

A. Adherence to Procedures Required.

1. Whenever a land development is desired in East Pennsboro Township, Cumberland County, Commonwealth of Pennsylvania, a plan for the layout of such land development shall be prepared, filed and processed according to the requirements of this chapter. Before acting on any land development plan, the Board of Commissioners may hold a public hearing.
2. Each applicant shall follow the procedures for the submission and processing of plans and the specifications for such plans, as set forth in this Part.
3. The Township Engineer shall have the right to reject any plan, if in his/her opinion, the plan is administratively incomplete due to the omission of any criteria required. Any such rejected plan shall not be considered to have been filed.

§ 22-302. Approvals Overview.

A. Five (5) types of approvals regulate lot revisions, lot consolidations, subdivisions and land development. See Table 1: Subdivision and/or Land Development Submission Requirements, on file at the Township Municipal Building, for the applicability of each approval type. The five (5) approvals, in accordance with the relationship to criteria of the Pennsylvania Municipalities Planning Code, relationship of number of existing and/or proposed lots, and/or relationship of utilities available include:

1. Simple Subdivision.
2. Minor Subdivision
3. Minor Land Development.
4. Major Subdivision
5. Major Land Development.

§302.1 Simple Subdivision.

- A. Applicants are required to apply for and receive a simple subdivision approval from the Township.
- B. Review, Recommendations and Approvals. See Table 2 on file at the Township Municipal Building.

- C. Conferences. A pre-application conference with the Township is highly recommended prior to the submission of a final plan application.
- D. Applicants are required to provide an escrow fee for plan review and legal opinion of the Township Solicitor.

§302.2 Minor Subdivision and/or Land Development.

- A. Applicants are required to apply for and receive a minor land development approval from the Township.
- B. Review, Recommendations and Approvals. See Table 2 on file at the Township Municipal Building.
- C. Conferences. A pre-application conference is highly recommended with the Township prior to the submission of a final application.
- D. Applicants are required to provide an escrow fee for plan review and legal opinion of the Township Solicitor.

§302.3 Major Subdivision and/or Land Development.

- A. Applicants are required to apply for and receive both preliminary and final approval for a major land development approval from the Township.
- B. Review, Recommendations and Approvals. See Table 2 on file at the Township Municipal Building.
- C. Conferences. A pre-application conference is highly recommended with the Township prior to the submission of a plan application.
- D. Applicants are required to provide an escrow fee for plan review and legal opinion of the Township Solicitor.

§ 22-303. Pre-Application Conference and Sketch Plan.

§303.1 Pre-Application Conference.

- A. A voluntary pre-application conference with the Township is highly recommended prior to the submission of a preliminary plan application. The conference requires no formal application or fee.
- B. Any materials submitted for a pre-application conference shall not be considered as a part of an application for preliminary or final review. These opportunities are afforded to the Applicant to obtain information and guidance before entering into binding commitments or incurring substantial expenses for plan preparation.

§303.2 Sketch Plan.

- A. As part of the pre-application conference, a subdivision and/or land development sketch plan may be submitted by an Applicant as a basis for informal discussion with the Township.
- B. If an Applicant chooses to submit a sketch plan, sufficient information should be provided on the sketch plan to clearly indicate the character and extent of the proposed subdivision or land development and its relationship to existing natural features and public facilities within the area in which the land is situated. Such submission should include a concept establishing the location of the development, proposed circulation, open space, and any other features pertinent to the development. The base information illustrated on the sketch plan is recommended to be at scale.

§ 22-304. Application Requirements.

- A. Preliminary and final plan applications shall be prepared in conformance with the provisions of this Part and any other applicable requirements of Township law. The preliminary and/or final plan application shall not be considered to be complete and properly filed unless and until all items required have been submitted and confirmed by the Zoning Officer. The Township shall check the plans, documents and fees to determine if they are in proper form and contain all the information. If defective, the application will be returned to the Applicant with a statement that the application is incomplete within ten (10) working days; otherwise, the application shall be deemed filed as of the submission date. Acceptance shall not constitute a waiver of any deficiencies.
- B. The following sections provide criteria for required items. Refer to the Subdivision and/or Land Development Requirements Table which identifies if items are required as part of a preliminary, final application, or both. In the case in which an item is required for both preliminary and final, the preliminary plan application requirements shall be resubmitted as part of the Final Plan Application Requirements with information revised per Township comments and updated per latest available design.
- C. After a preliminary plan application has been approved by the Township, the Applicant may proceed by submitting a final plan application within such time periods as set forth by law. Final plans shall be prepared in accordance with the additional requirements of this Chapter and shall provide sufficient design information to demonstrate compliance with the requirements of Part 5 of this Chapter.
- D. For those Applicants not required to obtain preliminary plan application approval, the final plan application shall include all information required on the Subdivision and/or Land Development Requirement Table.
- E. A final plan application shall not be considered to be complete and properly filed unless and until all items required by this Chapter, including the application fee and the application form provided by the Township, have been received at least twenty-five (25) days prior to the Planning Commission meeting.

§304.1 Preliminary Plan Application Form & Fee.

- A. A preliminary plan application shall demonstrate conformance with the design standard requirements of this Chapter. All preliminary plan applications shall include the Township application form plus any additional information, copies and fees as required by the Township.
- B. A minimum of three (3) copies of the preliminary plan application package shall be submitted at a minimum of twenty-four (24) inches x thirty-six (36) inches. One (1) electronic file in PDF file format and one electronic file in PDF file format, acceptable to the Township, shall be submitted of all plans, maps, and drawings. All items shall be submitted in accordance with timing and sequence as outlined on the applicable Application Process Flow Chart for Township Staff review and recommendation.
- C. Filing/review fee. The fee shall be submitted in the form of a check or money order payable to East Pennsboro Township.
 - 1. Review fees shall include the reasonable and necessary charges by the Township professional consultants or engineer for review and report to the Township and shall be set by resolution. Such review fees shall be reasonable and in accordance with the ordinary and customary charges by the Township Engineer, but in no event shall be the fees exceed the rate or cost charged by the engineer or consultant to the Township when fees are not reimbursed or otherwise imposed on Applicants.
 - 2. In the event the Applicant disputes the amount of any such review fees, the Pennsylvania Municipalities Planning Code shall apply.

§304.2 Letter of Transmittal.

- A. A letter of transmittal identifying the proposed activity, the purpose of the development, lot/block reference(s), date, and any other pertinent information shall accompany the preliminary plan application.

§304.3 Preliminary Site Plan.

- A. The Preliminary Site Plan shall have all information required for the survey as described in §304.11.A The following shall also be provided at the time of submission:
 - 1. Intended name of plan or development.
 - 2. Name, address and phone number of current land owner(s) and Applicant(s).
 - 3. Name, address and signature of the registered professional who prepared the site plan with registration number and seal affixed.
 - 4. Date of plan preparation and dates of any subsequent revisions to the plan during the review process, if any.
 - 5. Site location map of plan with name of municipality and county.

6. Legend. The legend shall show all pertinent zoning requirements such as, but not limited to, set back requirements, zoning district, parking requirements, existing use, any variances required, applied for or granted, etc.
7. North arrow, properly affixed and basis of demarcation.
8. Graphic scale.
9. Existing zoning boundaries on the lot, if any.
10. Accurate depiction of all known survey points with description as to type, location and material.
11. Existing lot boundary lines, right-of-way lines or easements for streets and utilities, and proposed lot lines with accurate dimensions, bearings or radii and arcs of all corners.
12. Proposed name and legally established right-of-way width of each existing or proposed street or right-of-way.
13. Proposed lot lines shown with a number to identify each proposed lot on the site and the approximate area (in square feet) of each lot.
14. Location of existing buildings.
15. The layout of the proposed lots, with approximate dimensions, including setback and/or buildings lines.
16. The proposed location of all sanitary sewer and stormwater management structures.
17. A parking plan indicating location of parking area(s), arrangement of spaces, access lanes and number of cars to be accommodated; the configuration of proposed building(s) and all other significant planned facilities.
18. If required or provided, location size and general layout of public areas, open space and recreation areas.
19. A separate written statement on the preliminary site plan indicating any requested waivers, modifications to the provisions of this Chapter or variances, conditional uses, and/or special exceptions or interpretation from the Township Zoning Ordinance.
20. A description of the soil types located on the lot, delineating all landslide prone areas as well as any mined-areas.
21. Plans shall show existing and proposed building locations and waiver from the regulations herein established and citing the reasons for same.

22. In addition to the location of proposed buildings, the following utility lines shall be illustrated: sanitary sewer, storm sewer, water, gas, petroleum and high pressure gas lines indicating line size, overhead and underground electric lines, communication, cable TV, and fiber optic lines. As applicable, the following shall also be indicated: manholes, fire hydrants, utilities and other visible elements in the system on or adjacent to the lot proposed to be developed.
23. Wetlands, water courses, floodplains, and FEMA designations on the lot.
24. Environmentally sensitive areas on the lot, including but not limited to, rock outcroppings, steep slopes, wooded areas, etc.
25. Any archeological and historical land mapped by the Pennsylvania Historical and Museum Commission as containing potential or known site of archeological significance. Historical features involving structures or land that: (a) are listed on the National Register of Historical Places, (b) receive a determination of eligibility from the National Register and the National Park Service; and (c) are listed on the Cumberland County Historical Society Register.
26. Gas wells located on the lot.
27. Easements proposed or existing.
28. Separate written proof of sewer availability.
29. Names of owners of record of adjoining lands.
30. Total acreage of the overall tract and if applicable each proposed lot in square feet and acreage to one/one-thousandth (1/1000) acre.
31. Parcel block and lot numbers.
32. Reference to the Cumberland County recording information for the subject parcel and all adjoining properties.
33. Index of plan sheets identifying the sheets to be recorded.
34. Pennsylvania One Call information.
35. A statement addressing a contribution of recreation land or a fee in lieu of dedication.

§304.4 Preliminary Grading Plan.

- A. Preliminary Grading Plan shall be submitted and shall include the following:
 1. Written and graphic scale in a form acceptable to the Township and engineering standards. The preliminary grading plan shall be at a scale of one (1) inch to fifty (50) feet or larger.

2. North arrow.
3. The existing contours of the lot (s).
4. Proposed contours of the lot (s) after completion of the excavation, cuts, grading and filling.
5. The preliminary grading plan's contour interval shall be as follows:
 - a) Not more than two (2) foot intervals where the slope will be greater than ten (10) percent and less than fifty (50) percent. Not more than ten (10) foot intervals where the slope will be greater than fifty (50) percent.
 - b) Not more than one (1) foot intervals where the slope will be equal to or less than ten (10) percent.
6. Existing and proposed catch basins, manholes, headwalls and other drainage structures with top and invert elevations on the applicable Storm Water Management Plan.
7. Existing and proposed buildings, structures, roads, sidewalks, curbs, parking areas and any other physical improvements.
8. Grading within or near a stream bank must be noted.
9. Grading within or near a floodplain area must be noted and if applicable, the impact the grading will have on the floodplain.
10. A surface drainage map showing the impact upon runoff prior, during and post grading activities.
11. A vegetation plan showing types of existing vegetation existing on site and areas of proposed removal.

§304.5 Parking Plan.

- A. The Applicant shall submit a preliminary parking plan demonstrating how the off-street parking requirements and associated accessibility requirements will be met. The preliminary parking plan shall utilize the preliminary site plan as a background and shall illustrate all existing and proposed parking for the development. Parking space counts shall also be provided for each parking area. The location and design of off-street parking areas showing size and location of bays, aisles, and barriers and the proposed direction of movement shall be provided as well as access points into and out of the parking areas. The preliminary parking plan shall conform to the drawing standards as outlined for the preliminary site plan.

§304.6 Loading Plan.

The Applicant shall submit a loading plan demonstrating how loading space and circulation requirements will be met. The loading plan shall utilize the preliminary site plan as a background and shall illustrate proposed loading areas for the development. Parking space counts shall also be

provided for each parking area. The loading plan shall conform to the drawing standards as outlined for the preliminary site plan.

§304.7 Preliminary Stormwater Management Plan and Report.

- A. Land development plans shall be based on a stormwater management study performed in accordance with the Stormwater Management Ordinance [Chapter 190] of the Code of East Pennsboro Township relating to stormwater management. A copy of said study shall be submitted.
- B. Where applicable, if the Cumberland County Conservation District or the PADEP has reviewed a Storm Water Management Plan in accordance with PA Chapter 102 regulations that differs from the requirements set forth in the Stormwater Management Ordinance [Chapter 190], the completed and approved documents authorizing the design and discharge together with a written request for modification from the Ordinance shall be submitted.

§304.8 Construction Plans for Public and Private Improvements.

Construction Plans for Public and Private Improvements prepared by a registered professional. The construction plans shall show the following:

- A. Conformity with the design standards specified in this chapter.
- B. Plan and center line profile drawings of each street in the plan and extending at least two hundred (200) feet beyond the plan. Street profiles shall include complete vertical curve information.
- C. At least a typical cross-section of each street in a new development, extending at least fifty (50) feet from the street center line to each side, or extending twenty-five (25) feet from the right-of-way line to each side, whichever is greater.
- D. The location of all existing and proposed sanitary sewers, storm sewers, manholes, catch basins and endwalls within the site, and all necessary extensions thereof beyond the site.
- E. By plan, all pipe sizes, distances and directions of flow. Show sanitary sewer wye locations, including a station for each wye as measured from the downstream manhole.
- F. By profile, all pipe sizes, materials, distances and grades; and, top and invert elevations of all manholes, catch basins and endwalls. Show existing and proposed ground.
- G. All construction details for stormwater detention facilities, including any intake control structures, discharge control structures, underground storage tanks, sumps and stormwater detention basins.
- H. The locations of all other existing and proposed utilities including gas, water, fire hydrants, electric, telephone and other multi-media.
- I. All easements and rights-of-way for public improvements.

§304.9 Sewage Facilities Planning Module.

- A. Where applicable, if an exemption from the Sewage Facilities Planning Module has been requested or granted in accordance with the rules and regulations of the PADEP, the completed or approved forms shall be submitted with the application.
- B. Where applicable, a Sewage Facilities Planning Module shall be the responsibility of the Applicant and shall be prepared in accordance with the rules and regulations of the Pennsylvania Department of Environmental Protection.

§304.10 Proof of Submission to Other County, State, and Federal Agencies (PADEP, Cumberland County Conservation District, PennDOT and others as determined by Township.)

- A. A listing of the necessary approvals and permits that will be required for the proposed development from the Township, County, Commonwealth or Federal agencies shall be submitted.
- B. Approval of the preliminary plan application by the Township Board of Commissioners may be conditioned upon receipt of approvals from County, State or Federal agencies. Therefore, proof of submission during the preliminary plan application process is required to avoid any issues throughout the final plan application process.
- C. Proof of submission of review requests/responses and permit applications may include, but is not limited to:
 - 1. Pennsylvania Department of Transportation Highway Occupancy Permits.
 - 2. Pennsylvania Department of Transportation Traffic Signal Permits.
 - 3. Pennsylvania Department of Environmental Protection Sewerage Planning Module (or Exemption if applicable).
 - 4. Pennsylvania Department of Environmental Protection National Pollutant Discharge Elimination System Permits.
 - 5. Pennsylvania Department of Environmental Protection Water Obstruction and Encroachment Permits.
 - 6. Commonwealth-designated agency Floodplain Permits.
 - 7. Cumberland County Conservation District Proof of Submission.
 - 8. Water Authority Proof of Submission.
 - 9. Include proof that the applicable Commonwealth-designated agency, the Federal Insurance Administrator, or other applicable local/state/federal agency, has been notified whenever any such activity is proposed that impacts an identified flood-prone area.

10. Proof of submission of East Pennsboro Township Zoning request unless otherwise identified by the Township.

§304.11 Survey (Sealed) and Preliminary Plat.

- A. The Applicant shall submit an engineering land survey of the lot certified by a Professional Land Surveyor. The survey shall be at a scale of not more than one (1) inch equals one hundred (100) feet. The plan shall be drawn in accordance with standard land surveying practices, and using standard map symbols to clearly indicate the following:
 1. Name of the proposed project.
 2. Location map showing the subdivision/land development location within the boundaries of the Township (including major transportation routes, title, north arrow and graphic scale).
 3. Existing lot lines, adjacent lot owner(s) names, lot and block numbers and recorded subdivision name with recording information.
 4. Name, address of current landowner(s), Applicant and firm that prepared the survey.
 5. The entire existing lot boundary with bearings and distances as surveyed.
 6. The total acreage of the entire existing land.
 7. Zoning information legend (to include, but not limited to: district, minimum lot size, density, requirements) showing both required and proposed conditions.
 8. Streets abutting the lot, indicating names, right-of-way widths and cartway widths and ownership (federal, state, county, municipal or private).
 9. Existing and proposed easements, indicating location, width, purpose and lessee.
 10. Location of existing buildings, sanitary sewer, storm sewer, water, gas, petroleum and high pressure gas lines indicating line size, manholes, fire hydrants, utilities and other visible elements in the system on or adjacent to the lot proposed to be developed.
 11. Existing contours at a minimum vertical interval of two (2) feet.
 12. A description of the lot locating proposed, existing and pre-existing gas and oil wells, location maps, dates of operation, and lease holder(s) shall be provided.
 13. Where practical, datum to which contour elevations refer shall refer to known, established elevations.
 14. Monument locations.

§304.12 Erosion and Sedimentation Plan.

A copy of the erosion and sedimentation plan as filed with the Cumberland County Conservation District including a copy of the transmittal letter and evidence of Cumberland County Conservation District adequacy letter shall be provided. NPDES authorization letter shall be provided.

§304.13 Photometrics Plan.

The Photometrics Plan shall incorporate illumination requirements as outlined in the Township's Design & Natural Resources Ordinance. A computer-generated lighting model with point-by-point illumination of all proposed lighting and areas expected to be illuminated, if applicable, is required. The lighting model shall include buildings, structures, parking areas and lot lines and shall be provided at the same scale as the final site plan.

§304.14 Landscape Plan.

- A. A landscape plan shall be provided for all developments other than single family residential.
- B. A landscape plan shall be provided in accordance with the standards of the Township's Design & Natural Resources Ordinance and shall contain the following:
 - 1. Preliminary site plan as a background.
 - 2. Approximate locations and spacing of all proposed plant material with typical dimensions at maturity by species. Existing vegetation to remain shall also be illustrated.
 - 3. Botanical and common names of all plant species, their sizes and quantities as noted in a Plant Schedule and as individual call-outs on the graphic.
- C. A landscape architect, arborist, or other professional qualified by training and experience to have expert knowledge of the subject shall prepare the landscape plan.
- D. The landscape plan shall illustrate the requirements as outlined in the Township's Design & Natural Resources Ordinance.

§304.15 Phasing Plan and Schedules.

- A. If the Applicant intends to develop land in phases, a Phasing Plan shall be required showing total lot phasing for use by the Township and by Cumberland County Tax Assessment Office. If a subdivision and/or land development is planned as a phased development, the plan shall specify how many phases, phasing boundaries and the proposed time frame necessary to complete each phase.
- B. Where the Applicant proposes the development of a subdivision or land development in separate phases over a period of years, the Township will allow that an applicant submits an installation schedule of improvements as outlined in the Municipalities Planning Code, §508.4(v).
- C. All applications for final approval of future phases must conform to the preliminary plan application as previously approved by the Township. Any phase that contains

substantive changes to the previously approved in the preliminary plan will represent a major modification to the application and will require complete resubmission of the preliminary plan application in accordance with this Chapter.

- D. Each phase, except for the last phase, shall contain a minimum of twenty-five (25) percent of the total number of dwelling units as depicted on the preliminary site plan unless the Township approves a lesser percentage for one (1) or more of the phases.

§304.16 State Highway Access

The Applicant shall obtain a copy of the submitted application and approved permit for a Highway Occupancy Permit (H.O.P.) for plans that require access to a highway (Pennsylvania Route or United States Route) under the jurisdiction of the Pennsylvania Department of Transportation. The H.O.P. plan shall contain a notice that a highway occupancy permit is required pursuant to Section 420 of the Act of June 1, 1945 (P.L. 1424, No. 428), known as the “State Highway Law”, before driveway access to a state highway is permitted.

§304.17 Geotechnical Report and Slope Analysis.

- A. A professional geotechnical engineer licensed in the Commonwealth of Pennsylvania shall complete a quantitative slope stability analysis of proposed cut slopes and fill embankments. At minimum, test boring and relevant laboratory soil or rock test results, site groundwater and surface water findings, anticipated surcharge and/or hydrostatic loads/conditions and any other factors affecting the proposed slopes should be included in the analysis. The slope stability analysis must be based on a method accepted by the geo-technical engineering community, and that has been published in an accepted engineering text book, journal, or proceedings. The analysis should ultimately provide a factor of safety (FS) against movement/failure of the proposed slope. A slope will generally be considered stable in the long-term when the $FS > 1.5$, unless special circumstances, as approved by the Township, should be allowed. Various slope/embankment construction scenarios can be analyzed by the engineer, but no proposed slopes/embankments indicating a FS less than that approved will be deemed acceptable.
- B. The slope analysis shall also depict the location of slopes with grades between fifteen (15) percent and twenty-five (25) percent and those that exceed twenty-five (25) percent in gradient. Each category shall be depicted with a different color or grey shading or pattern. A statement that the proposed subdivision or land development will not cause any environmental hazard or subsidence shall also be included on the slope analysis.
- C. See also the Township’s Design & Natural Resources Ordinance for applicable requirements for inclusion in the Geotechnical Report and Slope Analysis.

§304.18 Township Fire Apparatus Radius and Driveway Profile

- A. For all proposed streets and/or driveways, a separate drawing titled “Township Fire Apparatus Radius,” shall depict the turning radii designed to accommodate East Pennsboro Township fire apparatus.
- B. For proposed driveways, a drawing (minimum scale one inch equals 10 feet) titled "Driveway Profile," shall depict the driveway profile, drainage conditions, and entry to the street shall accompany the plan, including the accommodation of East Pennsboro Township fire apparatus.

§304.19 Parking Agreements.

- A. A preliminary shared parking agreement shall be provided in a format satisfactory to the Township Solicitor and shall specify the names of the entity with whom the agreement has been made, quantity of spaces, location, lease terms and uses to be served by the off-site parking spaces, as well as any other mutual agreements.

§304.20 Approved zoning variances, as applicable

- A. As applicable, documentation of variance approval shall be provided as part of the submission packet.

§304.21 Final Plan Application Form and Fee.

- A. Final plan applications shall be prepared in conformance with the provisions of this Chapter and any other additional applicable Township requirements of law.
- B. All final plan applications shall include the following, plus any additional information and copies as required by the Township.
 - 1. One (1) application form as specified and obtained from the Township.
 - 2. A minimum of twelve (12) copies of the final site plan with a minimum of three (3) sets shall be twenty-four (24) inches x thirty-six (36) inches. One (1) electronic file shall be submitted in .PDF file format of all plans, maps, and drawings.
 - 3. Filing/review fees. The fee shall be submitted in the form of a check or money order payable to East Pennsboro Township.
 - a) Review fees shall include the reasonable and necessary charges by the Township professional consultants or engineer for review and report to the Township and shall be set by resolution. Such review fees shall be reasonable and in accordance with the ordinary and customary charges by the Township Engineer, but in no event, shall the fees exceed the rate or cost charged by the engineer or consultant to the Township when fees are not reimbursed or otherwise imposed on Applicants.
 - b) In the event the Applicant disputes the amount of any such review fees, Section 503 (1) of the Pennsylvania Municipalities Planning Code shall apply.

4. Inspection and Engineering Fees - Inspection and engineering fees according to the resolution of Township Board of Commissioners as updated time to time, in the form approved by the Township, shall be provided.

§304.22 Letter of Transmittal.

A letter of transmittal identifying the proposed activity, the purpose of the development, lot numbers, date, and any other pertinent information shall accompany the application.

§304.23 Final Site Plan.

- A. The Final Site Plan shall be provided in an accurate and final form appropriate for recording. Final Site Plans shall be submitted on sheets measuring twenty-four (24) inches by thirty-six (36) inches, or other size requested by Cumberland County. Where necessary to avoid sheets larger than the maximum size prescribed above, final site plans shall be drawn on multiple sheets and accompanied by a key diagram showing relative location of the sections.

The final site plan shall be in such a format and/or such material as is required for recording by Cumberland County. All Preliminary Site Plan requirements as listed in §304.3 shall be included in the Final Site Plan. The Final Site Plan shall also meet the following requirements:

1. Copy of the approved preliminary plan.
2. Final plat, in accurate and final form for recording. The final plat shall include the following:
 - a) Title block, placed in the lower right hand corner and containing the following information:
 - (1) The name and location of the subdivision or land development, the plan date and the date of any revisions.
 - (2) The name and plan book volume and page numbers of the previously recorded plan, if any.
 - (3) Name, address and phone number of the owner of record and the developer.
 - (4) Name, address and phone number of the firm that prepared the plans, and the name, seal and registration number of the surveyor who prepared the plan.
 - (5) Sheet number, North arrow and graphic scale.
 - b) Tract boundaries, right-of-way lines of streets, easements and other right-of-way lines with accurate distances to hundredths of a foot and bearings to 1/4 of a minute. Tract boundaries shall be determined by field survey only and shall be balanced and closed. See also §304.11.

- c) Complete curve data for all curves included in the final plat, including radius, arc length, chord bearing and chord distance.
 - d) Location, type and size of all monuments and lot line markers. State whether found, set or to be set.
 - e) Approved street names and street right-of-way widths.
 - f) Lot numbers, lot dimensions, lot areas in square feet and building setback lines.
 - g) Tabulation of area data in acres and square feet, including lots, parcels, units, areas dedicated for rights-of-way, etc., and total plan area.
 - h) Lot and block or tax map parcel numbers.
 - i) Easements and rights-of-way for all public and private improvements, including widths, purposes and limitations, if any.
 - j) Accurate dimensions, acreage and purpose of any property to be reserved as public or common open space.
 - k) Indication of platting of adjacent property and the names of the adjacent property owners.
 - l) Site location map.
 - m) All required municipal certifications, which shall include the municipal engineer.
 - n) Certification of plat preparation and accuracy by a registered surveyor.
 - o) Certification of the dedication of streets and other property.
 - p) All other certifications, dedications and acknowledgments, as required by the Township.
 - q) Plats which require access to a road under the jurisdiction of the Pennsylvania Department of Transportation shall contain a notice that, before driveway access is permitted, a highway occupancy permit is required in accordance with the Act of June 1, 1945, known as the "State Highway Law."
 - r) Notation on the plan of any modifications or waivers granted to the provisions of this chapter.
3. Land development plans. In addition to the above final requirements, land development plans shall include the following information:
- a) Final site plan, including building locations, parking areas, roads and access drives, landscaping and bufferyards in accordance with this chapter.

- b) Final grading plan. The final grading plan shall include all final contours, grades, floor elevations, permanent conservation measures, limit of disturbance line, typical keyway and/or benching details, and earthwork quantities in cubic yards.
 - c) Final stormwater management plan, including all final calculations.
 - d) Final soil erosion and sedimentation pollution control plan, as submitted to the Cumberland County Conservation District (CCCD), and evidence that the CCCD has issued a finding of adequacy.
 - e) Dimensioned site layout plan.
 - f) Final photometric plan.
4. Construction Plans (if revised from Preliminary Plan submission) for Public and Private Improvements prepared by a registered professional. The construction plans shall show the following:
- a) Conformity with the design standards specified in this chapter.
 - b) Plan and center line profile drawings of each street in the plan and extending at least two hundred (200) feet beyond the plan. Street profiles shall include complete vertical curve information.
 - c) At least a typical cross-section of each street in a new development, extending at least fifty (50) feet from the street center line to each side, or extending twenty-five (25) feet from the right-of-way line to each side, whichever is greater.
 - d) The location of all existing and proposed sanitary sewers, storm sewers, manholes, catch basins and endwalls within the site, and all necessary extensions thereof beyond the site.
 - e) By plan, all pipe sizes, distances and directions of flow. Show sanitary sewer wye locations, including a station for each wye as measured from the downstream manhole.
 - f) By profile, all pipe sizes, materials, distances and grades; and, top and invert elevations of all manholes, catch basins and endwalls. Show existing and proposed ground.
 - g) All construction details for stormwater detention facilities, including any intake control structures, discharge control structures, underground storage tanks, sumps and stormwater detention basins.
 - h) The locations of all other existing and proposed utilities including gas, water, fire hydrants, electric, telephone and cable TV.

- i) All easements and rights-of-way for public improvements.
5. Permits and approvals. The applicant shall submit certified copies of all permits and approvals required by applicable federal and state laws and County codes and regulations, including, without limitation, the following:
 - a) Cumberland County Conservation District adequacies and permits.
 - b) Federal Aviation Administration and PennDOT Bureau of Aviation approvals where required.
 - c) Pennsylvania Department of Environmental Protection sewage facilities permits, general permit, wetland encroachment permits, stream encroachment/obstruction permits, etc.
 - d) Township and Pennsylvania Department of Transportation permits for any proposed roads or driveways.
 - e) Water supply certification.
 - f) Letters of intent to provide service from utilities companies.
 6. If required under the Township Code, locations of street trees, groundcover/landscaping and sidewalks.
 7. Where applicable, plans of bridges and other improvements and shall contain sufficient information to provide complete working plans for the proposed construction including calculations and required Pennsylvania Engineer's Seal.
 8. Where individual onsite water supply systems are proposed, certification of the acceptability of the water supply system by the Pennsylvania Department of Environmental Protection must be submitted wherever their approval is required.
 9. Other certificates of approval as may be required by the Township Engineer, Planning Commission and the Township Board of Commissioners.

§304.24 Final Grading Plan.

- A. A Final Grading Plan, illustrating final grades of all lots and a surface drainage plan by arrows showing the direction of runoff on each lot, shall be submitted and shall also include all items required under the Preliminary Grading Plan Section of this Part. The final grading plan shall also clearly delineate the following:
 1. Proposed center line grade of streets with percent of grade of tangents, including grades at intersections.

§304.25 Final Landowner and/or Developer's Agreement.

- A. As a condition of granting final plan application approval, the Township shall require that the Landowner and/or Developer execute a development agreement with the Township in a form acceptable to the Township Solicitor, containing provisions that are reasonably required to ensure compliance with any conditions of approval, any ordinance or regulation of the Township and to guarantee the proper installation of onsite improvements related to the subdivision and/or land development, and provisions necessary to indemnify the Township in connection with such subdivision and/or land development.

- B. If the Applicant fails to execute the development agreement within ninety (90) days of the date of final plan approval, the Township may revoke final plan approval. In the event that the final plan application approval is revoked, the Applicant shall resubmit a final plan application for approval.

§304.26 Deed Restrictions, Easements and Protective Covenants.

- A. Deed restrictions, easements and protective covenants, if any, shall be provided in a form for recording. Provisions within any declaration of covenants and restrictions shall include:
 - 1. Definitions.
 - 2. General plan of development.
 - 3. Use restrictions and management responsibilities.
 - 4. Resolution of document conflicts.

§304.27 Proof of Other Agencies Approval (PADEP, Cumberland County Conservation District, PennDOT and others as determined by Township).

- A. Approval of the final plan application by the Township Board of Commissioners shall be conditioned upon if Cumberland County, State or Federal agencies disapprove the development. It shall be the Applicant's responsibility to obtain all necessary approvals from Cumberland County, State and Federal agencies and submit these approvals to the Township including a notification from PADEP regarding a Sewer Facilities Plan Revision approval or waiver (as applicable).

- B. Proof of approval of requests/responses and permit applications shall be including, but not limited to:
 - 1. Pennsylvania Department of Transportation Highway Occupancy Permits.
 - 2. Pennsylvania Department of Transportation Traffic Signal Permits.
 - 3. Pennsylvania Department of Environmental Protection Sewerage Planning Module (or Exemption if applicable).

4. Pennsylvania Department of Environmental Protection National Pollutant Discharge Elimination System Permits.
5. Pennsylvania Department of Environmental Protection Water Obstruction and Encroachment Permits.
6. Commonwealth-designated state agency Floodplain Permits.
7. Local Water Authority Approval.
8. In addition, where any alteration or relocation of a stream or watercourse is proposed, documentation shall be submitted indicating that all affected adjacent municipalities have been notified of the proposed alteration or relocation. The Commonwealth-designated state agency and the Federal Insurance Administrator, or other applicable agency, shall also be notified whenever any such activity is proposed.
9. East Pennsboro Township Zoning Approval unless otherwise identified by the Township.

§304.28 As-Built Drawings in Conformance with Cumberland County and Township Standards (Digital Format).

Upon completion of the public and/or private improvements in a plan, “as-built” plans and profiles of the subdivision and/or land development public and/or private improvements, as constructed shall be filed with the Township Zoning Officer by the Applicant within ten (10) days of the mailing of the Notice of Completion. The “as-built” plans and profiles shall indicate all public improvements, as constructed and shall show the top and invert elevations for all manholes, inlets and sewer structures; the distance between all manholes, inlets and sewer structures; wye (“y”) locations on all sanitary sewers; and significant changes to the street profiles as approved. An electronic form of the plan compatible with the Cumberland County and the Township’s digital format and a print of each “as-built” drawing for public and/or private improvement shall be submitted. “As-built” plans and profiles shall be marked “as-built” and shall contain the final grade of all sanitary and storm sewers and appurtenances.

§304.29 Final Parking Agreements.

A final shared parking agreement shall be provided in a format satisfactory to the Township Solicitor and shall specify the names of the entity with whom the agreement has been made, quantity of spaces, location, lease terms and uses to be served by the off-site parking spaces, as well as any other mutual agreements. The final Shared Parking Agreement shall be made a part of the Final Landowner and/or Developer’s Agreement.

§304.30 Typical Cross-Sections of Each Street Proposed.

- A. Typical street cross-sections for each proposed street and typical cross-sections for any existing street that will be improved shall be provided. Cross-sections shall be drawn

to scale one fourth (1/4) inch to one (1) foot and shall be sealed by a registered engineer or land surveyor.

- B. All street cross-sections shall include all information in accordance with the Township standards.

§304.31 Architectural Drawings A: Building Elevations, screening/buffering

- A. Building elevations and illustrations of screening/buffering, as required by the Design and Natural Resources Ordinance, shall be provided for all non-residential and multi-family developments.
- B. Building elevations and other architectural drawings containing the following information shall be provided. Elevations and drawings shall be illustrated to scale (no less than one fourth (1/4) inch to one (1) foot) showing:
 - 1. Drawings or elevations depicting the front, rear and side facades of all proposed buildings including building's architectural features, exterior building materials, colors and/or finishes.
 - 2. The drawings or elevations shall indicate the height of the building in feet and number of stories and the building's relationship to the finished grade immediately surrounding the building.
 - 3. Spot elevations designating the existing and proposed grading.

§304.32 Architectural Drawings B: Façade Representations

- A. For developments which are required to conform with design standards related to Established Character, as outlined in the Township's Design and Natural Resources Ordinance, architectural drawings shall be provided inclusive of graphical representations of buildings facades.

PART 4
IMPROVEMENT AND MAINTENANCE GUARANTEES

§ 22-401. General Statement.

1. No plan or project shall be in compliance with this chapter until the public improvements, including streets, street lights, all street name signs, all traffic control signs, sidewalks, curbs, stormwater management facilities, storm drainage for dedication or which effect adjacent properties or streets, sanitary sewer facilities for dedication, water supply facilities, fire hydrants, lot line markers, survey monuments, recreation facilities, open space requirements and other such public improvements, have been installed in accordance with this chapter, other applicable Township ordinances, and the rules and regulations of a public utility or the Township.
2. If water mains and/or sanitary sewer lines, along with apparatus or facilities related thereto, are to be installed under the jurisdiction and pursuant to the rules and regulations of a public utility or the Township, financial security to assure proper completion and maintenance thereof shall be posted in accordance with the regulations of the controlling public utility or Township and shall not be included with the financial security as otherwise required by this section.
3. No final plan shall be signed by the Board of Commissioners for recording in the Office of the Cumberland County Recorder of Deeds unless:
 - A. Financial security in accordance with the requirements of § 22-402 is accepted by the Board of Commissioners.
 - B. The improvements required by this chapter have been properly guaranteed.

§ 22-402. Financial Security for Improvement Guarantee.

1. General.
 - A. The administration of the financial security shall comply with the provisions of Article V, the Pennsylvania Municipalities Planning Code, Act 247, 53 P.S. § 10501 et seq., as amended, and other applicable laws of the Commonwealth of Pennsylvania.
 - B. Such financial security shall provide for, and secure to the public, the completion of any improvements which may be required on or before the date fixed in the formal action of approval or in the developer's agreement for completion of the improvements.
2. Submission of Improvements Guarantee. Final plan applications that include public improvements that have not been installed shall include an improvement guarantee in the form of financial security.
 - A. Type of Financial Security. As a condition for approval of a final plan, the developer shall deposit with the Township financial security in an amount sufficient to cover the costs of the required improvements in accordance with §509 of the Municipalities Planning Code. Such financial security shall be posted with a bonding company or

federal or commonwealth-chartered lending institution chosen by the party posting the financial security, providing said bonding company or lending institution is authorized to conduct such business in the Commonwealth of Pennsylvania, subject to review by the Township Solicitor for adequacy.

B. Amount of Financial Security.

- (1) The amount of financial security to be posted for the completion of the required improvements shall be equal to 110% of the current estimated cost of the required improvements. Annually, the Township may adjust the amount of the financial security by comparing the actual cost of the improvements which have been completed and the estimated cost for the completion of the remaining improvements as of the expiration of the ninetieth day after either the original date scheduled for completion or a rescheduled date of completion. Subsequent to said adjustment, the Township may require the applicant to post additional security in order to assure that the financial security equals said 110%. Any additional security shall be posted by the applicant in accordance with this chapter.
- (2) The amount of financial security required shall be based upon an estimate of the cost of completion of the required improvements, submitted by the applicant prepared by a professional engineer licensed as such in this Commonwealth and certified by such engineer to be a fair and reasonable estimate of such cost. The estimate submitted to the Township shall be organized and itemized to provide a detailed line by line estimate of costs of all public improvements required. The Township, upon the recommendation of the Township Engineer, may refuse to accept such estimate for good cause shown. If the applicant and the Township are unable to agree upon an estimate, then the estimate shall be recalculated and recertified by another professional engineer licensed as such in this Commonwealth and chosen mutually by the Township and the applicant. The estimate certified by the third engineer shall be presumed fair and reasonable and shall be the final estimate. In the event that a third engineer is so chosen, fees for the services of said engineer shall be paid equally by the Township and the applicant.
- (3) If the party posting the financial security requires more than one-year from the date of posting of the financial security to complete the required improvements, the amount of financial security may be increased by an additional 10% for each one-year period beyond the first anniversary date from posting of financial security, or at the Township Engineer's sole discretion to an amount not exceeding 110% of the then current estimate of completing the remaining required improvements.
- (4) In the case where development is projected over a period of years, the Board of Commissioners may authorize submission of final plans by section or stages of development subject to such requirements or guarantees as to improvements in future section or stages of development as it finds essential for the protection of any finally approved section of the development.

C. Developer's Agreement. The applicant shall declare the intent to provide an improvement guarantee by executing the developer's agreement as prepared by the

Township. The developer's agreement shall be executed prior to the recordation of the final plan.

3. Plan Approval Conditioned Upon Financial Security. When requested by the applicant, in order to facilitate financing, the Board of Commissioners shall furnish the applicant with written certification indicating approval of the final plan contingent upon the applicant obtaining a satisfactory financial security. The final plan shall not be recorded until the developer's agreement is executed. Conditional approval shall expire and be deemed to be revoked if the developer's agreement is not executed within 180 days unless a written extension is granted by the Board of Commissioners. Such extension shall not be unreasonably withheld and shall be placed in writing at the request of the developer. The time extension must be requested by the applicant in writing.
4. Release of Financial Security.

Unless otherwise stipulated by the Commonwealth of Pennsylvania:

- A. As the work of installing the required improvements proceeds, the party posting the financial security may request the Board of Commissioners to release or authorize the release, from time to time, of such portions of the financial security necessary for payment to the contractor or contractors performing the work. Any such requests shall be in writing addressed to the Board of Commissioners, and the Board of Commissioners shall have 45 days from receipt of such request within which to allow the Township Engineer to certify, in writing, to the Board of Commissioners that such portion of the work upon the improvements has been completed in accordance with the approved plan. Upon such certification the Board of Commissioners shall authorize release by the bonding company or lending institution of an amount as estimated by the Township Engineer fairly representing the value of the improvements completed or, if the Board of Commissioners fails to act within said forty-five-day period, the Board of Commissioners shall be deemed to have approved the release of funds as requested. The Board of Commissioners shall always, prior to final release at the time of completion and certification by the Township Engineer, require retention of a minimum of 10% of the estimated cost of the aforesaid improvements. Such funds will be released only after certification by the Township Engineer that all required public improvements so guaranteed have been completed satisfactorily.
- B. When the applicant has completed all of the necessary and appropriate improvements, the applicant shall notify the Township Engineer of the completion of the aforesaid required improvements; within 10 days of such notification, the Township Engineer will inspect all the aforesaid completed improvements; within 30 days of such an inspection, the Township Engineer shall notify the applicant in writing and in sufficient detail as to the acceptance or rejection of said improvements, containing as a minimum, reasons for rejection or disapproval.
- C. The said report shall be detailed and shall indicate approval or rejection of said improvements, either in whole or in part, and if said improvements, or any portion thereof, shall not be approved or shall be rejected by the Township Engineer, said report shall contain a statement of reasons for such disapproval or rejection.

- (1) The Board of Commissioners shall notify the applicant, within 15 days of receipt of the Township Engineer's report, in writing by certified or registered mail of the action of said Board of Commissioners with relation thereto.
 - (2) If the Board of Commissioners or the Township Engineer fails to comply with the time limitation provisions contained herein, all improvements will be deemed to have been approved and the applicant shall be released from all liability, pursuant to this performance guaranty bond or other security agreement.
 - (3) If any portion of the said improvements are not approved or are rejected by the Board of Commissioners, the applicant shall proceed to complete the same with the required corrections and, upon completion, the same procedure of notification, as outlined herein, shall be followed.
- D. Upon satisfactory completion of all required improvements, after consultation with the Township Manager, the Township Engineer may release to the applicant any remaining financial security, including but not limited to, the withheld 10% minimum.
- E. Nothing herein shall be construed as a limitation of the applicant's right to contest or question, by legal proceedings or otherwise, any determination of the Board of Commissioners or the Township Engineer.
5. Remedies to Effect Completion of Improvements. In the event that any improvements which may be required have not been installed as provided in Part 4 or in accordance with the approved final plan, the Board of Commissioners is hereby granted the power to enforce any financial security by appropriate legal and equitable remedies. If proceeds of the financial security are insufficient to pay the cost of installing or making repairs or corrections to all the improvements covered by said security, the Board of Commissioners may, at its option, install all or part of such improvements and may institute appropriate legal or equitable action to recover the funds necessary to complete the remainder of the improvements. All of the proceeds, whether resulting from the security or from any legal or equitable action brought against the applicant, or both, shall be used solely for the installation of the improvements covered by such security, and not for any other municipal purpose.
6. Other Effects of Financial Security. If financial security has been provided in lieu of the completion of improvements required as a condition for the final approval of a plan as set forth in this section, the Township shall not condition the issuance of building, grading or other permits relating to the erection or placement of improvements, including buildings, upon the lots or land as depicted upon the final plan upon actual completion of the improvements depicted upon the approved final plan. Moreover, if said financial security has been provided, occupancy permits for any building or buildings shall not be withheld following: (A) the application of the asphalt binder course the streets providing access to and from existing public roads to such building or buildings, as well as (B) the completion of all other improvements as depicted upon the approved plan, either upon the lot or lots or beyond the lot or lots in question if such improvements are necessary for the reasonable use of or occupancy of the building or buildings.

§ 22-403. Inspection of Improvements During Construction.

1. Prior to the initiation of construction, the developer shall notify the Township in order to coordinate an inspection schedule with the construction schedule. Additionally, the Township Engineer shall be notified four working days in advance of any intended date of construction. The provisions stated herein shall be construed as mandating periodic inspections and the undertaking of periodic inspections shall not be construed as an acceptance of the work during construction or as a final inspection of the construction.
2. Reimbursement for Inspections. The applicant shall reimburse the Township for the reasonable and necessary direct and third-party expenses incurred for the inspection or improvements according to a schedule of fees adopted by resolution of the Board of Commissioners and as amended from time to time.
 - A. In the event the applicant disputes the amount of any such expense in connection with the inspection of improvements, the applicant shall, within 10 working days of the date of billing, notify the Township that such expenses are disputed as unreasonable or unnecessary, in which case the Township shall not delay or disapprove a land development application or any approval or permit related to development due to the applicant's request over disputed engineer expenses.
 - B. If, within 20 days from the date of billing, the Township and the applicant cannot agree on the amount of expenses which are reasonable and necessary, then the applicant and the Township shall jointly, by mutual agreement, appoint another professional engineer licensed as such in the Commonwealth of Pennsylvania to review the said expenses and make a determination as to the amount thereof which is reasonable and necessary.
 - C. The professional engineer so appointed shall hear such evidence and review such documentation as the professional engineer in his sole opinion deems necessary and render a decision within 50 days of the billing date. The applicant shall be required to pay the entire amount determined in the decision immediately.
 - D. In the event that the Township and applicant cannot agree upon the professional engineer to be appointed within 20 days of the billing date, then, upon application of either party, the President Judge of the Court of Common Pleas of the judicial district in which the Township is located (or if at the time there be no President Judge, then the senior active judge then sitting) shall appoint such engineer, who, in that case, shall be neither the Township Engineer nor any professional Engineer who has been retained by, or performed services for, the Township or the applicant within the preceding five years.
 - E. The fee of the appointed professional engineer for determining the reasonable and necessary expenses shall be paid by the applicant if the amount of payment required in the decision is equal to or greater than the original bill. If the amount of payment required in the decision is less than the original bill by
 - F. \$1,000 or more, the Township shall pay the fee of the professional engineer, but otherwise the Township and the applicant shall each pay 1/2 of the fee of the appointed professional engineer.

§ 22-404. Dedication of Improvements.

All improvements shall be deemed to be private improvements and only for the specific project until such time as the same have been offered for dedication and formally accepted by the Board of Commissioners. No responsibility of any kind with respect to improvements of the final plan shall be transferred until the improvements have been formally accepted. No improvements shall be accepted for dedication except upon submission of as-built drawings by the developer and inspection of the final construction by the Township in accordance with the provisions of this chapter.

§ 22-405. Maintenance Guarantee.

1. Where the Board of Commissioners accepts dedication of all or some of the required improvements following completion, the Board of Commissioners may require the posting of financial security to secure the structural integrity of said improvements as well as the functioning of said improvements in accordance with the design and specifications as depicted on the final plan for a term not to exceed 18 months from the date of acceptance of dedication. Said financial security shall be of the same type as otherwise required in this section with regard to installation of such improvements, and the amount of the financial security shall not exceed 15% of the actual cost of installation of said improvements.
2. If water mains or sanitary sewer lines, or both, along with appurtenances or facilities related thereto, are to be installed under the jurisdiction and pursuant to the rules and regulations of a public utility or municipal authority separate and distinct from the Township, financial security to assure proper completion and maintenance thereof shall be posted in accordance with the regulations of the controlling public utility or municipal authority and shall not be included within the financial security as otherwise required by this Part.

§ 22-406. As-Built Plans.

1. Upon completion of all required improvements and prior to final inspection by the Township of all improvements and site grading for which an improvement guarantee has been posted, the developer shall submit a plan labeled "as-built plan," which shall depict the location, dimensions and elevations of all improvements and site grading. In addition, the plan shall indicate that the improvements are in substantial conformance with the previously approved drawings and required specifications. The plan shall note all deviations from the previously approved drawings. Four copies of the as-built plan (two paper, one electronic version, and one transparency) shall be submitted to the Township for future reference.
2. When a floodplain is identified in accordance with the requirements of Article I, "Floodplain Overlay," of Chapter 23, "Design and Natural Resource Ordinance" and associated floodplain ordinance requirements the Township has in effect, the "as-built plan" documentation shall include the hydrologic and hydraulic analysis report and maps illustrating the effect of any changes that occurred during the construction. The applicant shall provide an electronic version of the report, maps and the model used for the analysis. The Township shall submit the report with maps to FEMA. Upon acceptance by FEMA of the above-referenced report(s), model(s) and map(s) the developer will be responsible ensuring that a copy of the as-built plan is recorded as an amendment to the original

subdivision and or land development plan at the Cumberland County Court House at the developer's expense after it is reviewed and approved by the Township Engineer or designated representative acting on behalf of Township to ensure conformance with the both the approved plan and applicable ordinances.

PART 5
DESIGN AND IMPROVEMENT STANDARDS

§ 22-501. Purpose.

East Pennsboro Township recognizes that the processes involved in community development are complex and require careful review and consideration to ensure quality public improvements which will protect and enhance the public's health safety and welfare. The purpose of this Part is to provide reasonable design and improvement standards for public improvements related to land development. This Part combines specifications which meet the Township's objectives of sound engineering and design with suitable improvement standards based on function which are responsive to the unique character of the site, as well as local needs and objectives. See also Additional Chapters of the Township Code including not limited to Chapter 23, Chapter 25, and Chapter 18.

§ 22-502. General.

1. The applicant shall design and provide all improvements required by this chapter and any other applicable state or federal regulation. The following design principles, standards, specifications and requirements will be applied by the Board of Commissioners, Planning Commission and Township Engineer in their review and evaluation of all land development plan applications. The standards and requirements contained herein shall be considered the minimum for the promotion of the public health, safety, convenience, and general welfare.
 - A. Where literal compliance with the standards and requirements contained herein is clearly impractical, the Board of Commissioners may modify the requirements in accordance with the process set forth in Part 11 of this chapter.
 - B. Land development plans shall give due consideration to the Township Comprehensive Plan and other "official plans" of the Township or to such parts thereof as may be approved.
 - C. Proposed land uses shall conform to standards and requirements of the East Pennsboro Township Zoning Ordinance [Chapter 27], as amended.

§ 22-503. Blocks.

1. The length, width, shape, and design of blocks shall be based on the site analysis and the intended use proposed for the site.
2. Blocks shall not exceed 1,600 feet in length and shall not be less than 500 feet in length.
3. Depth of a block shall equal the depth of two approved lots which share the same rear lot line. However, the block depth may vary from the requirement in cases where parallel roads are utilized or where topographic limitations exist.
4. Interior pedestrian walks shall be required in blocks exceeding 600 feet in length to provide

for pedestrian circulation or access to community facilities and other portions of the development.

§ 22-504. Lots.

1. General Standards.
 - A. The size, shape and orientation of lots shall be appropriate to the type of development, topography, natural features and land use contemplated. "Flag" or "panhandle" lots are not permitted.
 - B. Lot lines shall be at right angles to straight street lines or radial to curved street lines.
 - C. Where feasible, lot lines should follow municipal boundaries rather than cross them, in order to avoid jurisdictional problems.
 - D. If small or substandard remnant parcels of land exist after subdivision, these parcels shall be incorporated into existing or proposed lots, or dedicated for public use, if acceptable to the Township. Agreements for dedicating remnant parcels of land shall be approved by the Township Solicitor prior to acceptance.
2. Environmental Self-Sufficiency. Each new lot created in East Pennsboro Township shall be designed in such a manner to be individually self-sufficient for both water supply and sewage disposal, or be connected to available public or private water and sewer facilities.
3. Lot Frontage.
 - A. All lots shall abut an existing or proposed public street.
 - B. Double or reverse frontage lots shall be avoided except where required to provide separation of residential development from major streets or to overcome specific disadvantages of topography or orientation.
 - C. No residential lots shall be created which front upon a limited access highway. Furthermore, no lots within a major subdivision shall be created which front upon an arterial street.
4. Dimension and Areas of Lots. The dimensions and areas of lots shall conform to the standards and requirements of the East Pennsboro Township Zoning Ordinance [Chapter 27].
5. Building Setback Lines. The minimum setback line shall be in accordance with the East Pennsboro Township Zoning Ordinance [Chapter 27] and the applicable sections of this chapter.
6. Lots on Private Streets. The subdivision of lots with access only to a private street is prohibited.

§ 22-505. Water Supply.

1. Each new dwelling created in East Pennsboro Township shall be individually self-

sufficient for water supply and the water supply system. The applicant shall provide an adequate and potable water supply and distribution system to service the proposed land development which shall be: (1) individual, (2) public, or (3) private community and maintained and operated in accordance with the Pennsylvania Department of Environmental Protection. The purpose of these provisions are to ensure that each dwelling unit and each commercial and industrial building in all subdivisions hereafter granted approval shall have an adequate supply of potable water for domestic use and for fire protection.

A. Hydrogeologic/Water Facilities Study.

- (1) Where required by this chapter, a hydrogeologic/water facilities study describing the availability and/or adaptability of water facilities in or near a proposed land development shall be prepared and submitted to the Township.
- (2) The hydrogeologic/water feasibility study shall be prepared by a professional engineer or hydrogeologist experienced in the field and procedures involved. Two copies of the report shall be submitted in conjunction with preliminary and final plans for review by the Township Engineer.
- (3) The hydrogeologic/water facilities study shall be prepared as a written report and shall include the following basic data in textual and tabular form:
 - (a) A project narrative describing the overall project.
 - (b) Study Area. The study shall focus on the development site and an area of 1/4-mile buffer surrounding the site.
 - (c) Study shall consist of an examination of the possible use of on-site water supply systems and the impact of such systems on ground water supply, connection to an existing water supply system or the construction of a central community system.
 - (d) The study shall include a complete geologic profile and plan and a discussion of the effect of the proposed development and construction activity on the ground water supply.
 - (e) The study shall also include a statement and justifiable analysis by the professional firm as to the sufficiency of the subsurface aquifers to support on-lot water systems for the proposed development, verified by well testing and other appropriate means, as well as analyzing the impact on existing sources.
 - (f) The study shall describe the distance from the nearest public water supply system and the capacity of the system to accommodate the proposed land development.
 - (g) Where a central community water system is proposed, the report shall provide evidence that the system will have an adequate supply of potable water for domestic or other proposed use and that each unit or building will have adequate

supply for the purpose of fire protection.

B. On-lot Water Supply.

(1) Where there is no existing public water supply and the hydrogeologic/- water facilities study indicates that connection to a public water supply system or central community system is not feasible, each lot in the development must be provided with an individual on-lot water supply system in accordance with the standards required by the Pennsylvania Department of Environmental Protection. The Board of Commissioners shall approve the use of individual on-lot water supply systems (wells) when:

- (a) The hydrogeologic/water feasibility study indicates that justification of the project necessitates the use of this type of water supply.
- (b) The anticipated water supply yield is adequate for the type of development proposed.
- (c) The installation of an on-lot system(s) will not endanger or decrease the groundwater supplies to adjacent properties.

(2) Construction of wells for individual small water supplies shall conform to DEP's "Construction Standards for Individual Water Supplies," as revised.

C. Public Water Supply. Where there is an existing public water supply system within 1,000 feet from a proposed development and such system has adequate planned capacity and is willing to serve that land development, a complete water supply system connected to the existing water supply system must be provided and fire hydrants shall be installed in accordance with § 22-507 of this chapter.

- (1) Where plans approved by a public water supplier provide for the installation of such public water supply system within four years, the developer shall provide a complete water system for connection to the planned water main supply system.
- (2) Where connection to a public water supply is possible or feasible, the plan for the installation of such water supply system must be prepared for the development with cooperation of the appropriate water utility company and reviewed by the Township Engineer.
- (3) Where a public water supply system is not feasible for the proposed development as evidenced in the hydrogeologic/water facilities study, developer shall provide information related to the construction and installation of a central community water supply system.

D. Central Community Water Supply System. The design and installation of a central community water supply system shall be subject to the approval of the Board of Commissioners and the Pennsylvania Department of Environmental Protection (DEP).

- (1) Standards and materials for the construction of any central community water supply system shall meet or exceed those requirements described in the Public Water Supply Manual of the Pennsylvania Department of Environmental Protection

(DEP) and shall be subject to approval by the Township Engineer. Where a permit is required by DEP, it shall be presented as evidence of such review and approval before construction of the system will commence.

- (2) Where the central community water supply system occurs under the jurisdiction of the Pennsylvania Public Utilities Commission (P.U.C.), the water supply study shall also incorporate those items of information required by the P.U.C.
- (3) The central community water system shall be designed to furnish an adequate supply of water to each lot, with adequate water main sizes and fire hydrant locations to meet the specifications of the Middle States Department Association of Fire Underwriters. A technical study shall be submitted to the Township for review by the Township Engineer and Fire Marshal. Fire hydrants shall be placed and constructed in accordance with § 22-507 of this chapter.
- (4) All suitable agreements, including financial guarantees shall be established for the ownership and maintenance of the system. Ownership and maintenance of the central community water system shall be the responsibility of an organization formed and operated in accordance with § 22-508 of this chapter. Such a system shall be designed and constructed in a manner that would permit adequate connection to a public water supply system in the future.
- (5) All water systems located in flood-prone areas, whether public or private, shall be flood proofed to a point 1 1/2 feet above the one-hundred-year flood elevation.
- (6) Ground Water for Central Community Water Systems. Ground water for community water systems must conform with the Pennsylvania Department of Environmental Protection requirements and standards. A minimum of two sources of ground water must be provided for each community water system. Each ground water source shall be capable of supplying the average daily demand of the proposed dwelling units.

§ 22-506. Sewage Service Facilities.

1. Each new dwelling created in the Township shall be self-sufficient for sewage disposal and the sewage disposal system shall be public, community or individually owned, maintained and operated.
2. As specified in Part 3, all plan submissions must be accompanied by the appropriate sewage facilities planning module for land development provided by the Pennsylvania Department of Environmental Protection (DEP). All planning module reviews shall conform to the Pennsylvania Sewage Facilities Act of 1965, P.L. 1535, No. 537, as amended, 35 P.S. § 750.1 et seq.; DEP's 25 Pa. Code, Chapter 71 regulations, Administration of Sewage Facilities; the Township's Act 537 plan; and this and any other Township ordinances.
3. Individual (On-lot) Sewage Disposal.
 - A. Where public sanitary sewers are not feasible, the use of on-lot sewage disposal systems shall be permitted. The use of such on-lot systems is governed by regulations of the Pennsylvania Department of Environmental Protection (DEP) and enforced by the Township Sewage Enforcement Officer (SEO).

- B. Prior to approval of any plan depicting on-lot sewage disposal systems, the developer shall have had soils testing performed on each lot to determine the suitability for such systems, and shall have secured the approval of the Township SEO and/or PA DEP through the use of a planning module for land development. Each on-lot sewage disposal system must be approved by the Township SEO and/or PA DEP.
 - C. An individual sewage disposal system shall be located on the lot which serves, or within adjacent open space that is designated for that purpose.
4. Public Sewage Systems.
- A. Where a public sanitary sewage system exists within 1,000 feet of the development site, the applicant must install a complete sanitary sewerage system within the development as required to connect the site to the available sanitary sewage system.
 - B. Where a public sanitary sewage system does not currently exist within 1,000 feet of the development site, but in the opinion of the Board of Commissioners will become available within five years, the applicant shall install a complete sanitary sewage collection system in accordance with the following requirements:
 - (1) A collector main installed in the street or approved right-of-way.
 - (2) Lateral installations to the right-of-way lines of streets, lot or parcel property lines or sewer easement right-of-way lines, whichever pertains to the individual situation.
 - (3) All termini shall be capped in a manner that will insure that all collector mains, laterals, and house connections shall be watertight pending connections with the public sanitary sewage system.
 - C. Design and Construction.
 - (1) The construction of the system, including all service connections, pumping stations and interceptors shall be constructed at the developer's expense and shall not commence until application has been made to, and written authorization to proceed with construction has been obtained from the Township and DEP.
 - (2) The system shall be designed by a registered professional engineer and approved by the Township Engineer.
 - (3) When a public sanitary sewage system is installed and capped by the applicant, the applicant may also install on-site sewage disposal facilities provided that the system is designed to provide connection to the public sewer when it becomes operable.
 - (4) Sanitary sewers and sewage disposal systems shall not be combined with stormwater sewers, and shall not be constructed to receive effluent from any stormwater collection system.
 - (5) Pipe sizes for sanitary sewer mains and sewer laterals and locations for manholes shall meet the Township's "Standard Material and Construction

Specifications for Public Improvements." The Township shall inspect the sewer line before it is backfilled.

D. Central Community Sanitary Sewage Facilities.

- (1) A central community sanitary sewage facility shall be permitted if it can be shown that such an approach would provide more reliable and effective treatment of waste than individual on-lot systems or if a central community system is required as part of cluster or open space development.
- (2) The design and installation of a central community sanitary sewage facility shall be subject to the approval of the Board of Commissioners and the PA DEP.
- (3) The system shall be designed by a registered professional engineer and approved by the Township Engineer. The construction of the system, including all pumping stations, interceptors, drainage fields and treatment plants, shall be at the developer's own expense.
- (4) All suitable agreements, including financial guarantees, shall be established for the ownership and maintenance of the system. Ownership and maintenance of the central community sanitary sewage system shall be the responsibility of an organization formed and operated in accordance with § 22-508 of this chapter.
- (5) Central community sanitary sewage facilities shall be located on a separate lot under the ownership of an organization approved by the Township. The lot shall be used solely for the central community sanitary sewage facility. The area of the lot shall be of sufficient size to accommodate the system, the required area for a complete alternate or replacement system, and all required setbacks.
- (6) The Township shall have the right to inspect and test community service systems at any time. The Township may require the owner to provide the results of regular professional testing of the system when the Township deems necessary. The cost of inspections and testing shall be the responsibility of the owner.

§ 22-507. Fire Hydrants.

1. Where public and central community water systems are provided for land development, fire hydrants suitable for coupling with fire equipment serving the Township shall be installed as specified by the Insurance Services Offices of Pennsylvania. The fire protection system shall be designed by a registered professional engineer and approved by the Township Engineer. The construction of the system shall be at the developer's own expense.
2. The location performance standards for fire hydrants shall meet the following standards and shall be approved by the Township Board of Commissioners upon review and recommendation by the Township Engineer and Township Fire Marshal:
 - A. All fire hydrants will be located on an eight-inch line or a looped six inch line. Where

a dead end line is required to contain a fire hydrant, the portion of the line between the main loop and the hydrant shall have a minimum diameter of eight inches.

- B. Fire hydrants shall be spaced in a development so that all proposed buildings will be no more than 400 feet from the hydrant measured along traveled ways.
- C. All central community water systems must provide a minimum of 500 GPM at a residential pressure of 20 psi for a two-hour period.

§ 22-508. Common Facilities.

1. Ownership Standards. Facilities to be held in common, such as central community water supply, stormwater management facilities or community sewage service systems, shall be held using one of the following methods of ownership, subject to the approval of the Board of Commissioners.
 - A. Homeowners' Association. The facilities may be held in common ownership by a Homeowners' Association which is formed and operated in accordance with the provisions of Subsection 1B of this chapter.
 - B. Condominium. The facilities may be held as common element under a condominium agreement. Such agreement shall be in conformance with the Pennsylvania Uniform Condominium Act, 68 Pa.C.S.A. § 3101 et seq., as amended.
2. Homeowners' Association. Homeowners' associations will be governed in accordance with any applicable laws of the Commonwealth of Pennsylvania. Where required, the organizational framework of the homeowners' association shall be described in a report forwarded to the Township for review by the Township Board of Commissioners and Township Solicitor. At a minimum, the following information and standards shall be met prior to final approval of the subdivision or land development:
 - A. By-laws describing the formation and duties of the association, including the responsibilities for maintenance of common open space areas, shall be defined and presented to the Township for review and approval as part of the final plan submission.
 - B. Membership shall be mandatory by all residents served by the common facilities. Membership and voting rights shall be defined.
 - C. Rights and duties of the Township and members of the association, in the event of a breach of covenants and restrictions, shall be defined.
 - D. The by-laws shall include a statement which grants to the association the legal authority to place liens on the properties of members who are delinquent in the payment of their dues. The by-laws shall also grant the Township such power, but not the duty, to maintain the common facilities, and to assess the cost of the same as provided in the Pennsylvania Municipalities Planning Code, Act 247, 53 P.S. § 10101 et seq.
3. Maintenance Standards.
 - A. The common facility (i.e., sanitary and storm sewage system, detention pond, community water systems, swimming pools, ponds, common ground, playgrounds,

etc.) shall be operated and maintained by a professional organization specializing in the required services and approved by the Board of Commissioners. The agreement between the association or condominium and the professional organization shall be subject to review by the Township Solicitor and approved by the Board of Commissioners.

- B. The Township shall, upon request, be given access to all records of the association or condominium and all records of the professional organization relating to the common facility or facilities.
- C. Delinquency. In the event that the association or condominium established to own and maintain the common facility, or any successor organization, shall at any time after the establishment of the common facility, fail to maintain said facility or facilities in reasonable working order and condition in accordance with established standards, guidelines and agreements, the Board of Commissioners may serve written notice upon the association or condominium and/or the residents served by the common facility stating:
 - (1) The manner in which the association or condominium has failed to maintain the common facility in reasonable condition.
 - (2) A demand that such deficiencies of maintenance be corrected within 30 days.
 - (3) The date and place of a public hearing which shall be held within 45 days of public notice.
- 4. Public Hearing. At the said public hearing scheduled in accordance with Subsection 3C(3), the Board of Commissioners may amend the terms of the original notice concerning the deficiencies and may give an extension of time within which they shall be corrected. If the deficiencies or any modifications thereof were not corrected within 30 days of the notice of deficiencies or within any extension, the Township may enter upon the common facility and maintain the same for a period of one year. The said maintenance by the Township shall not constitute a taking of said common facility, nor vest the public any rights to use the same. Maintenance of common facilities shall include all activities related to the operation of the facility, including, but not limited to, administration, assessing and collecting of fees, testing, and necessary improvements.
- 5. Burden of Proof. Before the expiration of said year, the Township shall, upon its initiative or upon request of the homeowners' association or condominium call a public hearing upon notice to the association or condominium and to the residents served by the facility. At the hearing, the association or condominium or the residents shall show cause as to why such maintenance by the Township shall not, at the option of the Township, continue for a succeeding year. If the Board of Commissioners shall determine the association or condominium is prepared, willing and able to maintain such common facility in reasonable working order and condition, the Township shall cease to maintain said common facility at the end of said year. If the Board of Commissioners shall determine that the association or condominium is not prepared, willing or able to maintain said common facility in a reasonable and working order and condition, the Township may, at its discretion, continue to maintain said common facility during the next succeeding year and, subject to a similar

hearing and determination, in each year thereafter.

6. **Cost Reimbursement.** Any and all costs the Township incurred as a result of maintenance of common facility and any additional penalties or fees set by the Township shall be paid by the association or condominium and the residents served by the facility. Any invoices from the Township for such costs which remain unpaid following a period of 45 days shall be subject to an increase of 1.5% a month (18% annually) and a lien which shall be filed against the premises of the owner or resident in the same manner as other municipal claims.

§ 22-509. Utilities.

1. Telephone, electric, TV cable and such other utilities shall be installed underground and shall be provided with easements to be dedicated for such utilities and in accordance with plans approved by the Board of Commissioners and the applicable utility company.
2. Lots which abut existing easements or public rights-of-way where above ground utility lines have been previously installed may be supplied with electric and telephone service from those overhead lines, but service connections from the utilities overhead lines shall be installed underground.
3. Where road widening and other conditions resulting from land development necessitate replacement or relocation of overhead utility lines, new facilities shall be installed underground. Costs of any relocation of public utilities shall be the responsibility of the developer.
4. Underground installation of the utility distribution and service lines shall meet the prevailing standards and practices of the company providing the service and shall be completed prior to street paving and gutter, curbing and sidewalk installation.
5. Where overhead lines are permitted as the exception, the placement and alignment of poles shall be designed to lessen their visual impact.
6. **Underground Utility Notifications.** In accordance with the provisions of PA Act 38, 73 P.S. § 176 et seq., as amended, the applicant shall contact all applicable utilities and accurately determine and show the location and depths of all underground utilities within the boundaries of the tract proposed for development and in the vicinity of any proposed off-site improvement, prior to excavation.

§ 22-510. Easements (Utility, Stormwater/Sanitary Sewer, Drainage, Conservation, Pedestrian).

1. **Utilities.** Easements shall be provided for poles, wires, conduits, storm and sanitary sewer lines, gas, water and heat mains, and other utilities intended to serve the abutting lots and for access to facilities. The minimum width of utility easements shall be 30 feet. Wherever possible such easements shall be centered on the side or rear lot lines, or along the front lot lines.
2. **Stormwater, Sanitary Sewage and Clear Water Collection Systems.** Where a land development is traversed by stormwater, sanitary sewage or clear water collection system facilities, a utility easement shall be provided. In no case shall the easement be less than 30

feet in width. Additional width may be required by the Board of Commissioners depending on the purpose and use of the easements. All stormwater easements are to be dedicated to private property owners unless the easement is designed to carry stormwater away from stormwater infrastructure already owned by the Township.

3. Stream, Watercourse, Drainage Channel, Stream, Pond or Lake. Where a land development is traversed by a watercourse, drainage way, channel or stream, there shall be provided a drainage easement conforming substantially with its location for the purpose of widening, deepening, relocating, improving or protecting such watercourses, provide proper maintenance, or for the purpose of installing a stormwater or clear water system. The following standards shall apply:

- A. Perennial streams: 15 feet from the stream bank.

- B. Intermittent stream, drainage way, channel or swale: 15 feet from the center line of the watercourse.

- C. An access easement shall be provided to the drainage easement. The width of such access points shall not be less than 30 feet.

In no case shall any drainage easement be less than 30 feet in width. Any such easement shall be dedicated, if deemed appropriate by the Township Board of Commissioners, to private property owners or other third parties.

4. Conservation.

- A. Where FEMA designated floodplains and lands applicable to the wetland protection overlay as regulated within East Pennsboro Township, a conservation easement shall be depicted on the plan within said overlay area(s).

- B. In all land developments, a fifteen-foot conservation easement shall be provided around all delineated wetland areas to ensure minimal disturbance and encroachment in these areas.

5. Pedestrian. Where necessary for access to private, public or common lands, a pedestrian easement shall be provided with a width of no less than 10 feet. Additional width, fencing and/or planting may be required by the Board of Commissioners depending on the purpose and use of the easement.

§ 22-511. Solid Waste Disposal.

1. The applicant shall provide information to the Township regarding the treatment and disposal of solid waste and garbage related to the development.

§ 22-512. Contribution for Recreation Purposes.

1. It is the policy of the Township to provide recreational facilities for all the residents of the Township in alignment with the Township's Parks, Recreation, and Open Space Plan, as amended or updated. Developments causing increases in the population and workforce of the Township by adding new residential dwelling units and non-residential uses, must share in the cost of supporting new and existing recreational facilities.

2. Option A:
 - A. A fee contribution for recreational purposes shall be made at a rate set or amended by resolution of the Board of Commissioners from time to time, payable upon and as a condition of making application for a building permit pursuant to this chapters of this Township.
 - B. Such contribution shall be noted upon the final land development plan which notation shall be deemed not to constitute a lien or encumbrance on the title of the land.
 - C. All fees paid to the Township for this purpose shall be deposited in a capital reserve fund established as provided by law. Fees in such fund may be combined for investment purposes, if permitted by law, but shall be used only for the acquisition of land or capital improvements for open space, park and recreation purposes.
3. Option B:
 - A. The applicant shall agree to complete capital improvements for open space, park and recreation purposes from a list of potential projects set or amended by resolution of the Board of Commissioners from time to time. The value of such required improvements shall be roughly equivalent or less than the fee calculated in accordance with Option A.

§ 22-513. Time Limitations.

All improvements shall be installed according to the time schedule which has been approved by the Board of Commissioners.

**PART 6
FLOODPLAIN MANAGEMENT**

See Chapter 23

[Ordinance 846-2023]

**PART 7
STORMWATER MANAGEMENT**

See Chapter 29

[Ordinance 840-2022]

PART 8

TRAFFIC IMPACT STUDY

§ 22-801. Purpose.

It is recognized in East Pennsboro Township that land development activities often create varying levels of vehicular traffic and impacts to public roads and streets. It is the intent of this Part to outline the engineering data and related information necessary for studying traffic impacts from development. The purpose of this Part is to establish guidelines for: (1) identifying the adequacy of the existing transportation network and potential impacts of the proposed land development and (2) determining roadway improvements necessary to mitigate any impacts resulting from the development.

§ 22-802. Applicability.

1. A transportation impact study, the total cost of which shall be borne by the developer, shall be submitted with land developments which meet the following criteria.
 - A. Residential: 25 or more dwelling units.
 - B. Nonresidential: 50 or more new peak hour trips.
 - C. Other: whenever the Planning Commission or Board of Commissioners shall find that there are reasonable grounds to believe that the existing transportation network may be inadequate to handle the volume or character of traffic likely to result from the proposed land development.
 - D. All studies will be reviewed by the Township's Traffic Engineer.

§ 22-803. Preparation of the Traffic Impact Study.

The study shall be prepared by a professional engineer registered in the Commonwealth of Pennsylvania with sufficient prior traffic study experience to qualify the engineer to perform the study and render any opinions and recommendations set forth therein.

§ 22-804. Study Area Boundaries.

The traffic impact study area boundaries shall be determined in accordance with the publications referenced in § 22-805 and through discussion with the Township Planning Commission and Township Engineer. A pre-study conference between the applicant's Traffic Engineer and the Township Engineer is encouraged.

§ 22-805. Contents.

1. The study shall be prepared in accordance with the Institute of Transportation Engineer's (ITE) Recommended Practice "Traffic Access and Impact Studies for Site Development," current edition and PennDOT Publications 201 and 282, current edition, and shall include the following components:

- A. General Site Description. The site description shall include the size, location, existing and proposed land uses, current zoning, construction phasing, and completion date of the proposed land development. A brief description of other major existing and proposed land developments within the study area shall be provided.
- B. Transportation Facilities Description. A description of the transportation facilities will be included in the traffic impact study which shall address the following aspects:
- (1) Proposed Internal Transportation System. Describe the proposed vehicular, bicycle and pedestrian circulation, ingress and egress locations, existing or proposed internal roadways including the widths of cartways and rights of way, parking conditions, traffic channelization's and any other traffic control conditions and devices within the site of the land development.
 - (2) External Transportation System. Describe the entire external roadway system within the study area for the proposed land development including major intersections, traffic control devices and conditions, parking conditions, widths of cartways and rights-of-way, and vehicular, bicycle and pedestrian circulation. Key intersections in the study area shall be identified and described. All planned or programmed public and/or private highway improvements, including proposed roadway construction and traffic signalization, shall be noted. Any proposed roadway improvements resulting from surrounding developments shall also be recorded.
 - (3) Existing Traffic Conditions. Existing traffic conditions shall be determined for all roadways and intersections in the study area. Existing traffic volumes for average daily traffic (ADT), peak highway hour(s) traffic, and peak development-generated hour(s) traffic shall be collected. Manual traffic counts at key intersections in the study area shall be conducted, encompassing the peak highway and development-generated hour(s). A volume capacity analysis based upon existing volumes shall be performed during the peak-highway hour(s) and the peak development-generated hour(s) for all roadways and key intersections in the study area using the methodologies presented in the current edition of the Transportation Research Board's "Highway Capacity Manual." Levels of service shall be determined for all roadways and key intersections. Traffic signal warrant analyses shall be conducted for all unsignalized intersections in accordance with PennDOT Publication 201. Gap studies and queue length analysis shall also be completed for the key intersections. The analysis of the existing road network will be based on the current geometric conditions and traffic conditions.
 - (4) Future Trip Projections.
 - (a) Estimation of vehicular trips to result from the proposed development shall be completed for the average daily, peak highway hour(s) and peak development-generated hour(s). Vehicular trip generation rates to be used for this calculation shall be based on ITE's "Trip Generation Manual," current edition, and/or data collected from sites with similar trip generation characteristics. Also, provide an estimate of anticipated truck volumes. These development generated traffic volumes shall be provided for the in- bound and out-bound traffic movements,

and the reference source(s) and methodology followed shall be documented. AH turning movements shall be calculated. These anticipated traffic volumes shall be distributed to the study area and assigned to the existing roadways, and key intersections throughout the study area.

- (b) Provide a detailed distribution and assignment of any pass-by trips. Document all assumptions used in the distribution and assignment phase in a manner which permits the duplication of these calculations. Pedestrian volumes shall also be calculated, if applicable. If school crossings are to be used, pedestrian volumes shall be assigned to each crossing. Any characteristics of the site that will cause particular trip generation problems shall be noted.
 - (c) Background growth and projected traffic from adjacent land development shall be included in the projection of future traffic.
- (5) Transportation Impacts.
- (a) The study area roadway network is to be analyzed for safety and capacity sufficiency for future network and control conditions both with and without the proposed development. For each of these conditions, the following analyses shall be completed.
 - 1) Mainline ADT volumes and turning movement volumes for all key intersections within the study area will be determined. In addition, the a.m. peak hour, p.m. peak hour and the proposed development peak hour will be determined.
 - 2) The effectiveness of the traffic signal control at all key intersections will be evaluated for each approach in terms of vehicle stops and delays.
 - 3) Gap studies will be conducted at the proposed site access points to evaluate the need for signal control, turn prohibitions or additional site access points to reduce the left turn volume from the site driveway(s).
 - 4) Queue length studies will be completed to evaluate the potential for a backup of traffic from controlled intersections which could impact other intersections including access points to the proposed development.
 - 5) An analysis of the volume and capacity of the network and all key intersections will be conducted utilizing the most current "Highway Capacity Manual" procedures. Levels of service will be determined and documented.
 - (b) The analysis of the future conditions without the proposed development will document the adequacy of the study area network to accommodate the traffic in the design year(s) without the proposed development. This analysis must include a full consideration of all committed roadway improvements to the study area network when determining the expected levels of service.
 - (c) The analysis of the future conditions with the proposed development will document the impacts created as a result of the development.

- (6) **Conclusions and Recommended Improvements.** Levels of service for all roadway segments and key intersections shall be presented in tabular and/ or graphic form. All roadway segments and/or key intersections showing a level of service of "D" or below for roadway segments, signalized intersections, and unsignalized intersections shall be considered deficient, and specific recommendations for the elimination of these deficiencies shall be listed. This listing of recommended improvements shall include, but not be limited to, the following elements: internal circulation design, site access location and design, external roadway and intersection design and improvements, traffic signal installation and operation, and transit design improvements. All physical roadway improvements shall be shown on the preliminary and final plan. Existing and/or future improvements in transportation service shall also be addressed. For each recommended improvement, provide a schematic drawing of existing and proposed conditions as well as a narrative description of the improvement, including the cost and funding method of the improvement, and the implementation schedule for the improvement.

§ 22-806. Final Report.

A final report must be prepared to document the results of the traffic impact study and the recommended improvements to accommodate the projected traffic due to the proposed development. Provide an executive summary which provides a concise description of the study area, results of the traffic analyses, and any recommended improvements. The presentation of data and analyses conclusion should be presented on either schematic diagrams of the study area, or through the use of charts and/or tables. All sources of data and methodologies which were used in the study (including computer programs) must be properly referenced and documented. Any modifications to the referenced procedures must be properly documented to enable a review of the appropriateness of the modification. All computer output and calculations will be provided in an appendix in the final report.

PART 9
MOBILEHOME PARK REGULATIONS

§ 22-901. Purpose.

East Pennsboro Township recognizes the importance of providing a variety of residential dwelling types, designs and layouts to meet the housing needs of its residents. In accordance with the requirements of Article V, § 501 of the Pennsylvania Municipalities Planning Code, Act 247, 53 P.S. § 10501, Part 9 is established to provide reasonable standards for the development of Mobilehome parks which will be coordinated with the design and improvement requirements of this chapter as a whole, and will encourage well coordinated, convenient and safe environments for Mobilehome residents.

§ 22-902. Plan Requirements and Processing Procedure.

The plan requirements and processing procedure for a Mobilehome park as a land development shall be in accordance with the requirements contained in Part 3 of this chapter.

§ 22-903. Other Requirements.

1. See also Chapter 23.
2. Site Planning.
 - A. Site-Location Standards.
 - (1) Layout of Lots.
 - (a) All Mobilehome lots shall abut a street. Side lot lines laid out in rectangular blocks shall be diagonal to the street at an angle no greater than 30° from perpendicular. Front and rear lot lines in rectangular blocks shall be straight and continuous.
 - (b) In cul-de-sac arrangements, the side lot lines shall be radial to the street lines.
 - (2) Lot Dimensions. The lot width shall be not less than 60 feet at the minimum required building setback line for interior lots. Lot areas shall be not less than 7,200 square feet. In addition each Mobilehome lot shall:
 - (a) Be designed to fit dimensions of mobile or manufactured homes anticipated.
 - (b) Provide for each Mobilehome all public utilities, pads, hookups, appurtenant structures and other appendages.
 - (3) Corner Lots. Corner lots for Mobilehome use shall have the Mobilehome situated to permit the required building set back from both streets and allow proper sight distance.
 - (4) Building Setback Lines. The minimum setbacks from the lot line shall be as follows:

- (a) Park boundary property line: 35 feet.
- (b) Front yard: 15 feet.
- (c) Side yard: 10 feet.
- (d) Rear yard: 10 feet.
- (e) Accessory structures shall be permitted in the rear yard no closer than five feet from the rear or side lot lines of the Mobilehome lot.

B. Blocks. The size and shape of blocks shall be determined with regard to:

- (1) Need for convenient access, automotive and pedestrian movement.
- (2) Providing desirable lot depths for interior walkways and easements for utilities to be located within the block.
- (3) Blocks shall not exceed a maximum length of 600 feet.
- (4) Pedestrian paths should be designed within blocks to permit convenient access to other areas of the Mobilehome park.

C. Easements.

- (1) Easements shall be provided to the appropriate third party for all utilities not located in a public right-of-way and for well-defined watercourses.
- (2) Utility, conservation, stormwater, drainage, pedestrian and other easements shall be provided in accordance with § 22-510 of this chapter.
- (3) Easements shall be centered on the utility or watercourse alignment.
- (4) Where necessary for access to public or common lands, a pedestrian easement shall be provided with a width of no less than 10 feet. Additional width may be required by the Board of Commissioners depending on the purpose and use of the easement.

§ 22-904. Improvement and Construction Requirements.

- 1. All improvements, construction requirements, and engineering specifications for the improvements required, shall be provided in accordance with Part 5 of this chapter.

A. Underground Utilities. Electric, telephone and all other utility facilities shall be installed underground.

§ 22-905. Fees and Licenses.

- 1. Mobilehome Park License. Any person intending to develop a tract of land as a Mobilehome park shall have an approved land development plan and zoning permit from the Township for each such park, issued in accordance with the requirements contained in this Part and/or the East Pennsboro Township Zoning Ordinance [Chapter 27], as amended. The applicant shall also possess a Mobilehome park license as prescribed by this chapter.
- 2. Permit Fees. At the time of filing the preliminary plan and the final plan for the

development of a tract of land for a Mobilehome park, the applicant shall be required to pay to East Pennsboro Township fees as contained below:

- A. A review fee in accordance with Part 10 of this chapter, based upon a fee schedule established by resolution, for Mobilehome parks, shall accompany all applications for the original approval of all Mobilehome parks.

In the event of approval of the applicant's proposal by the Township, an annual Mobilehome park license shall be obtained and all fees paid.

- B. A land development application and appropriate review fee, based upon a fee schedule established by resolution, shall be required for each Mobilehome lot to be altered or added to the Mobilehome park.
3. Licenses. Any person intending to operate a Mobilehome park within the Township shall have a license from the Township for each such park, issued in accordance with the requirements contained in this Part, as amended.
- A. It shall be unlawful for any person to operate any Mobilehome park within East Pennsboro Township unless he/she holds a valid license, in the name of such person for the specific Mobilehome park. All license applications shall be made to the Township which shall issue a license upon compliance by the applicant with provisions of this chapter and any other applicable legal requirements.
 - B. Application for original licenses shall be in writing, signed by the applicant, accompanied by an affidavit of the applicant as to the truth of the application and by the deposit of a licensing fee established by resolution and shall contain:
 - (1) The name and address of the applicant.
 - (2) The location and legal description of the Mobilehome park.
 - (3) The plan of the Mobilehome park, approved by the East Pennsboro Township Board of Commissioners, showing all Mobilehome lots, Mobilehome stands, structures, roads, walkways, service facilities, and stormwater drainage facilities, and other pertinent information required by this chapter.
 - C. The license shall be valid for a period of one-year unless revoked by the Township.
 - D. Every person holding a license shall give notice in writing to the Township within 10 days after having sold, transferred, or otherwise disposed of his/her interest in or control of any Mobilehome park. Such notice shall include the name and address of the person succeeding to the ownership or control of such Mobilehome park.
 - E. Upon application in writing for transfer of the license and deposit of a fee established by resolution, the license shall be transferred if the Mobilehome park is in compliance with all applicable provisions of this chapter and regulations issued hereunder.
 - F. Applications for renewing a Mobilehome park license shall be made in writing by the license holders. The license renewal shall be accompanied by the payment of the license fee established by resolution during the previous year. The application shall

contain any change in the information submitted since the original license was issued or the latest renewal granted.

- G. Whenever, upon inspection of any Mobilehome park, the Township finds that conditions or practices exist which are in violation of any provision of this chapter or any other remedies required by other regulations issued hereunder, the Township shall give notice in writing in accordance with
- H. § 22-909, Subsection 1, of this chapter to the person to whom the license was issued that unless such conditions or practices are corrected in a reasonable period of time as specified in the notice by the Township, the license shall be suspended. At the end of such period the Township shall re-inspect the Mobilehome park and, if such conditions or practices have not been corrected, the license shall be suspended and notice given in writing of such suspension to the person to whom the license is issued. Upon receipt of notice of such suspension, such person shall cease operation of such Mobilehome park, except as provided in § 22-909, Subsection 2, of this chapter.
- I. Any person whose license has been suspended, or who has received notice from the Township that his/her license will be suspended unless certain conditions or practices at the Mobilehome park are corrected, may request and shall be granted a hearing on the matter before the Township Board of Commissioners under the procedure provided by § 22-909, Subsection 2, of this chapter. If no petition for such hearing shall have been filed within 10 days following the day on which notice of suspension was served, such license shall be deemed to have been automatically revoked at the expiration of such ten-day period.

§ 22-906. Inspection of Mobilehome Parks.

- 1. The East Pennsboro Township is hereby authorized to make such inspections as are necessary to determine satisfactory compliance with this chapter and regulations issued hereunder.
 - A. The Township shall have the power to enter at reasonable times upon any private or common property for the purpose of inspecting and investigating conditions relating to the enforcement of this chapter and regulations issued hereunder.
 - B. The Township shall have the power to inspect the register containing a record of all residents of the Mobilehome park and all Mobilehome owners leasing land in the park.
 - C. It shall be the duty of the owner(s) of the Mobilehome park to give the Township access to such premises and records at reasonable times for the purpose of inspection.

§ 22-907. Notices, Hearings, and Orders.

- 1. Whenever the Township determines that there are reasonable grounds to believe that there has been a violation of any provision of this chapter or regulations issued hereunder, notice shall be given of such alleged violation to the person to whom the permit or license was issued, as hereafter provided.
 - A. Such notice shall:

- (1) Be in writing.
 - (2) Include a statement of the reasons for its issuance.
 - (3) Allow a reasonable time for the performance of any act it requires.
 - (4) Be served upon the owner or his agent as the case may require; provided, however, that such notice or order shall be deemed to have been properly served upon such owner or agent when a copy thereof has been sent by certified mail to his last known address, or when he has been served by such notice by any method authorized or required by the laws of the Commonwealth of Pennsylvania.
 - (5) Contain an outline of remedial action which, if taken, will effect compliance with the provisions of this chapter and regulations issued hereunder.
2. Any person affected by any notice which has been issued in connection with the enforcement of any provisions of this chapter, or regulation issued hereunder, may request a hearing on the matter before the Board of Commissioners; provided, that such a person file in the office of the Township a written petition requesting such hearing and setting forth a brief statement of the grounds therefore within 10 days after the day the notice was served.

The filing of the request for a hearing shall operate as a stay of the notice and of the suspension except in the case of an order issued under Subsection 5 below. Upon receipt of such petition, the Board of Commissioners shall set a time and place for such hearing and shall give the petitioner written notice thereof. At such hearing the petitioner shall be given an opportunity to be heard and to show why such notice should be modified or withdrawn.

The hearing shall be commenced not later than 10 days after the day on which the petition was filed; provided, that upon application of the petitioner the Board of Commissioners may postpone the date of the hearing for a reasonable time beyond such ten-day period when in their judgment the petitioner has submitted good and sufficient reasons for such postponement.

3. After such hearing the Board of Commissioners shall make findings as to compliance with the provisions of this chapter and regulations issued hereunder and shall issue an order in writing sustaining, modifying or withdrawing the notice which shall be served as provided in Subsection 1D above. Upon failure to comply with any order sustaining or modifying a notice, the license of the Mobilehome park affected by the order shall be revoked.
4. The proceedings at such a hearing, including the findings and decision of the Board of Commissioners and together with a copy of every notice and order related thereto, shall be entered as a matter of public record in the office of the Board of Commissioners. Any person aggrieved by the decision of the Board of Commissioners may seek relief from any court of competent jurisdiction, as provided by the laws of the Commonwealth of Pennsylvania.
5. Whenever the Township finds that an emergency exists which requires immediate action to protect the public, the Township may, without notice or hearing, issue an order reciting

the existence of such an emergency and requiring that such action be taken as the Township may deem necessary to meet the emergency, including the suspension of the license. Notwithstanding any other provisions of this chapter, such order shall be effective immediately. Any person to whom such an order is directed shall comply therewith immediately, but upon a petition to the Board of Commissioners shall be afforded a hearing as soon as possible. The provisions of Subsections 3 and 4 above shall apply to such hearing and the order issued thereafter.

§ 22-908. Mobilehome Placement and Removal.

1. It shall be the responsibility of the Mobilehome park owner to notify the Township when a privately owned Mobilehome is placed in the Mobilehome park. The notification of placement shall be forwarded to the Township Zoning Officer within 30 days of the placement of the Mobilehome.
2. It shall be the responsibility of the Mobilehome park owner to supply the Township Tax Collector with the status of occupancy report for new and vacated Mobilehomes placed or leased within the Mobilehome park. The status of occupancy report shall be provided within 10 days of new tenant occupancy.
3. It shall be unlawful for the owner, tenant or custodian of a Mobilehome to remove or attempt to remove from East Pennsboro Township a Mobilehome without first obtaining a removal permit from the Township Tax Collector.

§ 22-909. Modification of Requirements.

The application for a modification of requirements shall be in accordance with the provisions of Part 11 herein.

§ 22-910. Enforcement, Amendments and Remedies.

The enforcement, amendments, remedies, severability and repealer provisions shall be in accordance with the provisions of Part 12, herein.

PART 10
FEES

§ 22-1001. Filing Fees and Escrow.

1. At the time of filing, all minor, preliminary or final plans shall be accompanied by the appropriate fees to defray the cost of reviewing the proposed plans and required data. The following fees shall be submitted with the application:
 - A. Application Fee. The applicant shall pay an application fee to East Pennsboro Township.
 - B. Engineering Escrow. The applicant shall establish an escrow account estimated by the Township Engineer to cover engineering inspections outlined in § 22-1003 of this Part.
 - C. County Review Fee. The applicant shall provide a payment to the Cumberland County Planning Commission, in accordance with the current plan submission process established by Cumberland County Planning Commission, to cover the costs of County Planning Commission review and report.
 - D. Attorney and Other Fees. Attorney fees and other related fees may be required for any application and shall be paid in accordance with §§ 22-1004 and 22-1005 of this Part.

§ 22-1002. Fee Schedule.

1. The Board of Commissioners shall establish by resolution a schedule of fees to be paid by the applicant at the time of filing a minor, preliminary or final plan.
 - A. Such fees shall include the reasonable and necessary charges by the Township's professional consultants or Engineer for their review and report to East Pennsboro Township. Such fees shall be reasonable and in accordance with the ordinary and customary charges by the Township Engineer or consultant for similar service in the Township, but in no event shall the fees exceed the rate or cost charged by the Township Engineer or consultant to the Township when fees are not reimbursed or otherwise imposed on applicants.
 - B. In the event that the Township and the applicant cannot agree on the amount of review fees which are reasonable and necessary, then the fees shall be recalculated and recertified by another professional engineer licensed as such in this Commonwealth and chosen mutually by the Township and the applicant. The estimate certified by the third engineer shall be presumed fair and reasonable and shall be the final estimate. In the event a third engineer is so chosen, fees for the services of said engineer shall be paid equally by the Township and the applicant.
2. The review fees shall be based upon a schedule established by resolution and such schedule of fees shall be available in the Township Municipal Office and in such other places as the Township may designate.

3. No plan shall be considered by the Board of Commissioners or Planning Commission unless all applicable fees and charges are paid in full or an escrow account is established. In the event the applicant disputes the amount of any such fees, the applicant shall, within 10 days of the billing date, notify the Township Secretary that such fees are disputed, in which case the Township shall not delay or disapprove a land development application due to the applicant's request over disputed fees.

§ 22-1003. Engineering Inspection Fees.

1. At the time of submission of the minor, preliminary or final plan, the applicant shall pay East Pennsboro Township an amount approved by the Township Engineer sufficient to cover the costs of:
 - A. Inspecting the site layout for conformance with the plan.
 - B. Inspecting required improvements during installation.
 - C. Final inspection on completion of installation of required improvements.
 - D. Other engineering verifications and administrative work required by this chapter.
2. Where outside engineering consultants are necessary for special engineering reviews and assistance, engineering fees required to be paid by this section shall be billed to the developer and must be paid in full prior to the recordation of the subject land development plan.

§ 22-1004. Attorney Fees.

1. The developer will be responsible for any and all legal fees approved by the Township Solicitor and incurred by the Township for:
 - A. Reviewing the plan's compliance with this chapters of the Township or the laws of the Commonwealth of Pennsylvania.
 - B. Preparing or reviewing any special legal agreements between the Township and the applicant or other matters pertaining to the plan.
2. The attorney fees required to be paid by this section shall be promptly paid to the Township by the applicant upon the submission of bills to the applicant from time to time, as such fees are billed to the Township by its attorney(s).

§ 22-1005. Other Fees.

1. Recording Fees. The Township accepts the responsibility for the recordation of the final plan with the Cumberland County Recorder of Deeds. The applicant shall be charged a recording fee for this service.
2. Fee in Lieu of Recreation/Open Space Land Dedication. For all residential developments, recreation fees shall be collected in accordance with the requirements of § 22-512 of this chapter.

3. Advertising and Recording Fees. The applicant at the time of application shall agree to cover the cost of advertising this chapter accepting the deed of dedication, if applicable, to any required improvements and any recording costs.
4. Other Fees. Costs and fees for all other permits required for and by the Township (e.g., Mobilehome park license; MHP removal permits, etc.) for any other purpose related to the land development process shall also be paid to the Township.

PART 11
MODIFICATION OF REQUIREMENTS

§ 22-1101. General Statement.

In accordance with the PA Municipalities Planning Code, the Board of Commissioners may authorize reasonable modification and/or waivers thereto so that the spirit of the regulations of this Ordinance shall be observed, substantial justice done, and not be contrary to the public interest.

§ 22-1102. Application Submission.

All requests for a modification of requirements shall be submitted in writing by the applicant at the time the minor, preliminary or final plan is filed with the Planning Commission. The application shall state in full the grounds and facts of unreasonableness or hardship upon which the request is based, the provision or provisions of this chapter involved, and the minimum modification necessary.

§ 22-1103. Recording of Decision; Approval.

In granting any modification of requirements, the Board of Commissioners shall record its action and the grounds for granting any modification in its minutes. The Board of Commissioners shall transmit a copy of its approval to the applicant within 15 working days of the date of the Board's decision.

§ 22-1104. Recording of Decision; Denial.

Whenever a request for a modification of requirements is denied, the Board of Commissioners shall record its action and the grounds for such denial in its minutes. The Board of Commissioners shall transmit a copy of its action and the grounds for such denial of any modification to the applicant within 15 working days of the date of the Board's decision.

§ 22-1105. Appeals.

Persons aggrieved by the granting or denial of a request for a modification of requirements may appeal the Board of Commissioner's decision through the use of the appeals procedure as outlined in the Pennsylvania Municipalities Planning Code, Act 247, 53 P.S. § 10101 et seq., as amended.

Part 12
ENFORCEMENT, AMENDMENTS AND REMEDIES

§ 22-1201. Administration and Enforcement.

1. The Board of Commissioners and Planning Commission shall have the duty and authority for the administration and general enforcement of the provisions of this chapter, as specified or implied herein.

Officials of the Township having regulatory duties and authority connected with or appurtenant to the subdivision, use, or development of land shall have the duty and authority for the controlling enforcement of the provisions of this chapter, as specified or implied herein or in other ordinances of the Township.

2. Permits required by the Township for the erection or alteration of buildings, the installation of sewers or sewage disposal systems, or for other appurtenant improvements to or use of the land, shall not be issued by any municipal official responsible for such issuance until it has been ascertained that the site for such building, alteration, improvement, or use is contained in a land development plan approved and publicly recorded in accordance with the provisions of this and other applicable Township Codes and ordinances.
3. The Township Sewage Enforcement Officer shall require that the sewage module and applications for sewage disposal system permits contain all the information necessary to ascertain that the sites for the proposed systems are acceptable in accordance with the provisions of this chapter, the rules and regulations of the Department of Environmental Protection, and Township regulations.
4. The approval of a land development plan or of any improvement installed, or the granting of a permit for the erection or use of a building or land therein, shall not constitute a representation, guarantee, or warranty of any kind or nature by the municipality or any official, employee, or appointee thereof, of the safety of any land, improvement, property or use from any cause whatsoever, and shall create no liability upon, or a cause of action against the municipality or such official, employee or appointee for any damage that may result pursuant thereto.

§ 22-1202. Amendments.

1. Amendments to this chapter shall become effective only after a public hearing held pursuant to public notice as defined, and in accordance with the Pennsylvania Municipalities Planning Code, Act 247, 53 P.S. § 10101 et seq., as amended.
 - A. From the time an application for approval of a plan, whether minor, preliminary or final, is duly filed as provided in this chapter, and while such application is pending approval or disapproval, no change or amendment of this chapter, zoning or other governing ordinance or plan shall affect the decision on such application adversely to the applicant, and the applicant shall be entitled to a decision in accordance with the provisions of the governing ordinances or plans as they stood at the time the application was duly filed.

The applicant shall be entitled to final approval in accordance with the terms of the approved preliminary application as hereinafter provided. However, if an application is properly and finally denied, any subsequent application shall be subject to the intervening change in governing regulation.

- B. When an application for approval of a plan, whether minor, preliminary or final, has been approved without conditions or approved with the applicant's acceptance of conditions, no subsequent change or amendment in this chapter, zoning or other governing ordinance or plan shall be applied to affect adversely the right of the applicant to commence and to complete any aspect of the approved development in accordance with the terms of such approval within five years from such approval.
- C. Where final approval is preceded by preliminary approval, the aforesaid five- year period shall be counted from the date of the preliminary approval. In the case of any doubt as to the terms of a preliminary approval, the terms shall be construed in the light of the provisions of this chapter or the governing ordinance or plans as they stood at the time when the application for such approval was duly filed.
- D. Where the applicant has substantially completed the required improvements as depicted on the final plan within the aforesaid five-year limit, or any extension thereof as may be granted by the Board of Commissioners, no change of any ordinance or plan enacted subsequent to the date of filing of the preliminary plan shall modify or revoke any aspect of the approved final plan pertaining to zoning classification or density, lot, building, street or utility location.
- E. In case of a preliminary plan calling for the installation of improvements beyond the five-year period, a schedule shall be filed by the applicant with the preliminary plan delineating all proposed sections as well as deadlines within which applications for final plan approval of each section are intended to be filed. Such schedule shall be updated annually by the applicant on or before the anniversary of the preliminary plan approval, until final plan approval of the final section has been granted, and any modification in the aforesaid schedule shall be subject to approval of the Board of Commissioners at its discretion.
- F. Provided the applicant has not defaulted with regard to or violated any of the conditions of the preliminary plan approval, including compliance with applicant's aforesaid schedule of submission of final plans for the various sections, then the aforesaid protections afforded by substantially completing the improvements depicted upon the final plan within five years shall apply and for any section or sections, beyond the initial section, in which the required improvements have not been substantially completed within said five-year period, the aforesaid protections shall apply for an additional term or terms of three years from the date of final plan approval for each section.
- G. Failure of the applicant to adhere to the aforesaid schedule of submission of final plans for the various sections shall subject any such section to any and all changes in this chapter, zoning, and other governing ordinance enacted by the Township subsequent to the date of the initial preliminary plan submission.

§ 22-1203. Remedies and Jurisdiction.

1. Preventive Remedies.

- A. In addition to other remedies, the Township may institute and maintain appropriate actions by law or in equity to restrain, correct or abate violations, to prevent unlawful construction, to recover damages and to prevent illegal occupancy of a building, structure or premises. The description by metes and bounds in the instrument of transfer or other documents used in the process of selling or transferring shall not exempt the seller or transferor from such penalties or from the remedies herein provided.
- B. The Township may refuse to issue any permit or grant any approval necessary to further improve or develop any real property which has been developed or which has resulted from a subdivision of real property in violation of this chapter. This authority to deny such a permit or approval shall apply to any of the following applicants:
 - (1) The owner of record at the time of such violation.
 - (2) The vendee or lessee of the owner of record at the time of such violation without regard as to whether such vendee or lessee had actual or constructive knowledge of the violation.
 - (3) The current owner of record who acquired the property subsequent to the time of violation without regard as to whether such current owner had actual or constructive knowledge of the violation.
 - (4) The vendee or lessee of the current owner of record who acquired the property subsequent to the time of violation without regard as to whether such vendee or lessee had actual or constructive knowledge of the violation.
- C. As an additional condition for issuance of a permit or the granting of an approval to any such owner, current owner, vendee or lessee for the development of any such real property, the Township may require compliance with the conditions that would have been applicable to the property at the time the applicant acquired an interest in such real property.

2. Enforcement Remedies.

- A. Any person, partnership, or corporation who or which has violated the provisions of this chapter shall, upon being found liable therefor in a civil enforcement proceeding commenced by the Township, pay a judgement of not more than \$500 plus all court costs, including reasonable attorney fees incurred by the Township as a result thereof. No judgement shall commence or be imposed, levied or payable until the date of the determination of a violation by the magisterial district judge. If the defendant neither pays nor timely appeals the judgment, the Township may enforce the judgment pursuant to the applicable rules of civil procedure. Each day that a violation continues shall constitute a separate violation, unless the magisterial district judge determining that there has been a violation further determines that there was a good faith basis for the person, partnership, or corporation violating this chapter to have believed that there was no such violation, in which event there shall be deemed to have been only one such violation until the fifth day following the date of the determination of a violation by the magisterial district judge and thereafter each

day that a violation continues shall constitute a separate violation.

- B. The court of common pleas, upon petition, may grant an order of stay, upon cause shown, tolling the per diem judgment pending a final adjudication of the violation and judgment.
- C. Nothing contained in this section shall be construed or interpreted to grant to any person or entity other than the Township the right to commence any action for enforcement pursuant to this section.

§ 22-1204. Codification Statement.

It is the intention of the Township Board of Commissioners and it is ordained that the provisions of this chapter shall become and be made a part of the Code of ordinances of East Pennsboro Township, Cumberland County, Pennsylvania and the sections of this chapter may be renumbered to accomplish that intention.

PART 13
REQUIRED SIGNATURE AND STAMP BLOCKS

§22-1301. Purpose.

The purpose of the Signature and Stamp Blocks is to officially acknowledge the Township's decision on submitted and approved Drawings. As applicable, the Township may require additional certifications, in coordination with Cumberland County and/or other governing bodies. See Example Formatting on file available in the Township Municipal Office.

§22-1302. East Pennsboro Township Signature Block.

Area for the following signature block shall be included on the plan set submittal, allowing for the following. The Signature Blocks shall read:

- A. Recommended by the East Pennsboro Township Planning Commission for approval with conditions imposed this _____ day of _____, 20__.

Chairman

Secretary

- B. Approved by the East Pennsboro Township Board of Commissioners with conditions imposed on this _____ day of _____, 20__.

President

Secretary

- C. Reviewed by the Township Engineer and all conditions met on this _____ day of _____, 20__.

Township Engineer

§22-1303. Certification Stamp Blocks

Certification Stamp Blocks, size 2" by 2 ¼", shall also be included for each of the following entities/project team members:

1. East Pennsboro Township Board of Commissioners

2. East Pennsboro Township Planning Commission
3. Township Staff Representative
4. Cumberland County Planning Department
5. Surveyor
6. Engineer (as applicable)
7. Architect (as applicable)
8. Landscape Architect (as applicable)
9. Notary
10. Any other required seal identified by East Pennsboro Township and/or Cumberland County.