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PART 1

AUTHORITY, SHORT TITLE AND PURPOSE

§22-101. Authority, Short Title and Purpose.

1. **Authority.** This Chapter is enacted under the authority conferred by Article V of the Act of July 31, 1986, P.L. 805, known as the Pennsylvania Municipalities Planning Code, as amended.
2. **Short Title.** This Chapter shall be known and may be cited as the “Subdivision and Land Development Ordinance of the Township of Oley”.
3. **Purpose.** The purpose of this Chapter shall be to provide uniform standards to guide the subdivision, resubdivision and development of land of the Township of Oley in order to promote the public health, safety and convenience and the general welfare of the residents and inhabitants of the Township of Oley. It shall be administered to insure orderly growth and development, the conservation, protection and proper use of land and to provide adequate provisions for traffic circulation, utilities and services.

(Ord. 248, 5/10/1993, §1.00)

PART 2

JURISDICTION AND APPLICATION

§22-201. Jurisdiction and Application.

1. No subdivision or land development or any lot, sewer, water main or other improvements in connection therewith shall be laid out, constructed, opened or dedicated for public use or travel or for the common use of occupants of buildings abutting thereof except in accordance with the provisions of this Chapter.
2. The provisions of this Chapter shall apply to and control all subdivision and land developments within the Township, except as may be provided for in the Pennsylvania Municipalities Planning Code, as amended.
3. Any replacing or resubdivision of land, including a change of a recorded plan, shall be considered a new subdivision and shall comply with the provisions of this Chapter.

(Ord. 248, 5/10/1993, §2.00)

PART 3

GENERAL SUBMISSION REQUIREMENTS

§22-301. Submission and Review Requirements.

1. Hereafter, subdivision and land development plans shall be reviewed by the Township Planning Commission, the County Planning Commission and other Township, State or County officials as necessary and shall be approved or disapproved by the Township Supervisors in accordance with the procedures specified in this Part and in other Sections of this Chapter.
2. **Special Procedures for Land Development.** Land development plans shall be reviewed and approved or disapproved in accordance with the procedures specified in this Chapter. Occasionally situations involving only one lot may arise whereby it is unclear whether or not a land development plan is required by ordinance. In this case, the developer may present information regarding the development to the Planning Commission. The information shall be sufficient to illustrate the type and extent of development and potential impact of the proposal on traffic, stormwater management, sewage disposal, water supply or similar concerns. The Planning Commission shall review the information and make a recommendation to the Township Supervisors as to whether or not the land development procedures of this Chapter should be followed. The Planning Commission may wish to consult with the Township Engineer or Solicitor prior to making its recommendation. The Township Supervisors shall, after consideration of the Planning Commission's recommendation, make the final decision as to whether or not the land development requirements of the Chapter shall apply.
3. For all subdivisions and land developments, except those exempted from standard procedures, a preliminary plan and final plan shall be submitted. Those subdivisions exempted from this procedure, and the submittal procedure for exempted subdivisions, are found in Part 7 of this Chapter.
4. When the Township forwards a plan to the County Planning Commission for review, the plan shall be accompanied by a letter from the Township requesting the County's review.
5. **Public Notification Requirements.** Within fifteen (15) days of the filing of an Application for subdivision or land development, the Applicant, or his/her representative, shall submit to the Township an Affidavit that written notice of the Application was sent via certified mail to all landowners within five hundred (500) feet of the property involved. In those instances where the certified letter is not acknowledged as having been received, notice shall be sent by regular mail. The written notice shall include the name of the Applicant, the location of the property and the nature of the subdivision or land development requested.. *[Ord. 287, as amended by Ord. 313, 08/09/2004, §1]*

(Ord. 248, 5/10/1993, §3.00; as amended by Ord. 287, 2/12/2001, §1)

PART 4**TENTATIVE SKETCH PLAN AND SKETCH PLAN
OF RECORD REQUIREMENTS****§22-401. General.**

1. Applicants are encouraged to submit sketch plans for subdivisions and/or land developments, although this type of plan submission is optional. *[Ord. 287]*
2. Sketch plans of record may be submitted for:
 - A. Subdivisions of not more than two residential lots, all of which front on a Township or State road (see §22-701(1)).
 - B. Lot annexations (see §22-701(4)).

(Ord. 248, 5/10/1993, §4.00; as amended by Ord. 287, 2/12/2001, §2)

§22-402. Submission and Review Procedure for Tentative Sketch Plans.

This review procedure is intended to facilitate a cooperative effort between the Township and the applicant to resolve significant subdivision and/or land development issues prior to the preparation of preliminary plans.

- A. The applicant shall make a request to the Township Planning Commission Secretary to be scheduled on the meeting agenda of the Township Planning Commission for an informal discussion of the tentative sketch plan. The plan should include the items listed in §22-404(1).
- B. The applicant or his representatives shall appear as scheduled at the meeting to explain the plan and to discuss the issues identified by the Planning Commission.
- C. The Township Planning Commission may make suggestions and recommendations to the applicant during the meeting at which the plan is discussed. These need not be presented in writing to the applicant, however, they should be summarized in the minutes of the Township Planning Commission for reference.
 - (1) Recommendations regarding noncompliance with Township ordinance requirements and/or planning policies must be implemented by the applicant in the form of plan revisions prior to submittal of subsequent plans.

- (2) Recommendations and suggestions in the form of preferences or alternatives should be seriously evaluated by the applicant prior to further plan processing.
- D. If a proposal is large or complex, the Township Planning Commission may defer completing its comments and recommendations until it has consulted its technical advisors. In this case, the applicant will be required to submit the review fee established in the Township fee schedule.
- E. Applicants may present alternative tentative sketch plans at one meeting or may present alternatives at subsequent meetings, provided that appropriate agenda time has been scheduled in advance.
- F. When the Township and applicant have resolved the major concepts involved in the proposal, the applicant should proceed to preliminary plan submission.
- G. In the case of any sketch plan filed prior to the date of enactment of this amendment the applicant shall, not later than 1 year after the date of approval of such sketch plan or 1 year after the date of enactment of this amendment, whichever last occurs, file with the Township a preliminary plan. Failure to comply with the time limitation herein provided shall make the approval of the sketch plan null and void unless an extension of time is requested by the applicant and approved by the Board of Supervisors.

(Ord. 248, 5/10/1993, §§4.10 - 4.17)

§22-403. Submission and Review Procedure for a Sketch Plan of Record.

1. The subdivider shall submit ten copies of the sketch plan of record, five copies of the Department of Environmental Protection planning module and eight copies of any supplementary data to the Township Secretary. He shall also submit the required filing fee and a copy of the completed Application for Review of Sketch Plan of Record (Form 1) to the Township Secretary. The Township Secretary shall distribute the copies of plans and supplementary data as follows: I
 - A. One copy to the Secretary of the Township Planning Commission.
 - B. Two copies to the County Planning Commission.
 - C. One copy to the Township Engineer.
 - D. One copy to the Township Zoning Officer.
 - E. One copy to the Sewage Enforcement Officer (if applicable).
 - F. One copy to the Municipal Authority (if applicable).

- G. One copy retained for the permanent files of the Township Supervisors.
2. If a sketch plan of record is submitted less than 14 calendar days prior to the next scheduled meeting of the Planning Commission, the Planning Commission may decline to review the plan at such meeting.
 3. At one of more regularly scheduled or special meetings the Planning Commission shall review the sketch plan of record to determine its conformance to the requirements of this Chapter and determine whether the proposed development is permitted under the Zoning Ordinance [Chapter 27]. The Planning Commission shall suggest any modifications of the Plan which it deems necessary to secure conformance to the regulations of this Chapter of which it believes are in the public interest.
 4. Within 14 calendar days after the final meeting at which the sketch plan of record is reviewed by the Planning Commission, the Planning Commission Secretary shall send to the following parties written notice of the Planning Commission's action in regard to the sketch plan of record:
 - A. The Township Supervisors.
 - B. The County Planning Commission.
 - C. The developer or his agent.
 - D. The Township Engineer.
 - E. The Township Zoning Officer.
 - F. The Oley Township Municipal Authority (if applicable).
 5. The action of the Planning Commission shall be made within 90 days following the date of its next regular meeting following the date the application is filed, provided that should the next regular meeting occur more than 30 days following the filing of the application, the said 90 day period shall be measured from the 30th day after the date the application was filed.
 6. The sketch plan of record shall be reviewed by the Township Supervisors at one or more regularly scheduled or special meetings and either approved or disapproved by the Township Supervisors after consideration of the comments from the Planning Commission. Within 14 days after the final meeting at which the sketch plan of record is acted upon by the Township Supervisors, the Township Secretary shall notify in writing the parties listed in §22-403(4) and the Township Planning Commission of the action taken by the Township Supervisors regarding the sketch plan of record. The written notification shall state the findings and reasons upon which the action is based and shall be stated in the minutes of the meeting at which the Township Supervisors reviewed the plan. When the plan as submitted is not approved, the report shall specify the requirements and selections of this Chapter which have not been met. The Township Supervisors shall act on the Plan within

the 90 day time period referred to in §22-403(5).

(Ord. 248, 5/10/1993, §§4.20 - 4.26; as amended by Ord. 311, 6/14/2004, §1)

§22-404. Sketch Plan Requirements.

1. The following data are recommended for tentative sketch plans and are required for a sketch plan of record. The scale and sheet size for a sketch plan of record shall be in accordance with §22-501(5)(A).
 - A. Name and address of the subdivider and the record owner.
 - B. Name of the subdivision or land development and the date of the plan.
 - C. Tract boundaries accurately labeled, a statement of the total acreage of the tract and the acreage of each lot.
 - D. North point and graphic and written scales.
 - E. The name of the person or firm responsible for the design of the subdivision or land development.
 - F. The names of owners or subdivisions of adjoining properties (see §22501(5)(C)(5)).
 - G. A location map, drawn to a scale of 1" = 800', with sufficient information to locate the property being subdivided.
 - H. Significant topographical and physical features (i.e., elevation contours, water bodies, quarries, floodplains (including special flood hazard areas established by the Federal Insurance Administration), tree masses, railroad tracks, existing buildings, etc.) on the tract.
 - I. **Proposed General Street and Lot Layout.** When apartments and/or townhouses are proposed, the general building, street, recreation and parking layout shall be shown. When commercial or industrial buildings are proposed, the general building, street, parking and loading layout shall be shown.
 - J. A statement telling what methods of water supply and sewage will be used.

- K. A statement telling the proposed use for each lot, parcel and building indicated on the plan.
 - L. Soils types throughout the tract.
 - M. The words "SKETCH PLAN" in an obvious location on any drawings or supplemental data in the case of a tentative sketch plan.
3. In the case of a sketch plan of record, the plan shall contain, in addition to the requirements of §22-404(1), the following items:
- A. A signed and notarized certification of ownership and acknowledgment of plan. In the case of an annexation plan (§22-701(4)), the plan shall be signed and notarized by both parties involved in the land exchange.
 - B. The source of title to the land being subdivided as shown by the records of the County Recorder of Deeds.
 - C. The seal of the surveyor responsible for the plan.
 - D. Precise bearings and distances for all parcels to be conveyed and locations of all boundary monuments.
 - E. Base flood elevations for the 100 year storm, as depicted on the Flood Insurance Rate Map.
 - F. An erosion and sediment control plan which shall be approved by the Berks County Conservation District and the Township or a statement that individual lot purchasers will be responsible for the preparation of erosion and sediment control plans prior to any earth moving activities.
 - G. The locations of all soil probes and percolation tests, if required.
 - H. The words "sketch plan of record" in an obvious location on any drawings or supplemental data.
 - I. For plans that contain lots exiting to a State road, the plan shall contain a note which reads as follows:
 - A highway occupancy permit is required pursuant to §420 of the State Highway Law before driveway access to State highway _____ is permitted. Access to the State highway shall be only as authorized by a highway occupancy permit.
 - J. Street addresses in accordance with §22-804(4).

- K. In the case of a lot annexation (§22-701(4)), a notation on the plan that the parcel(s) being transferred is for the sole purpose of annexation and is not a separate building lot
4. In the case of a sketch plan of record, the following additional items shall be submitted with the plan:
- A. A copy of any required State highway occupancy permits.
 - B. A copy of a letter from the Department of Environmental Protection approving the D.E.P. planning module for the subdivision or land development. *[Ord. 311]*
 - C. A copy of an approval letter from the Oley Township Municipal Authority if public sewer or water is proposed.
 - D. Any other government permits required for the project, such as permit for waterway encroachment or wetlands encroachment.
 - E. A deed of dedication for any road right-of-way or open space offered to the Township and a certification from a reputable title company that all road rights-of-way are free and clear of all liens, encumbrances and easements of record.

(Ord. 248, 5/10/1993, §§4.30 - 4.345; as amended by Ord. 311, 6/14/2004, §1)

PART 5

PRELIMINARY PLAN REQUIREMENTS

§22-501. Preliminary Plan.

1. **Submission.** Preliminary plans and required supplementary data for all proposed subdivisions and land developments, except as noted in §22-701, shall be submitted by the subdivider or his agent to the Township Secretary.
 - A. Official submission of a preliminary plan shall include:
 - (1) Submission of five completed Application for Review of Preliminary Plan (Form 2).
 - (2) Submission of ten blue-on-white or black-on-white prints on paper of the preliminary plan which shall comply with the requirements of §22-501(5)(A).
 - (3) Five copies of the Department of Environmental Protection planning module, including soil percolation test results when onsite sewage disposal is proposed. *[Ord. 311]*
 - (4) Six copies of all other information and plans which are required by §22-501(5)(D).
 - (5) Payment of the filing fee.
 - B. In the case of a subdivision or land development which has frontage on a State Route, the subdivider shall submit two copies of the preliminary plan and all supplementary data to the Pennsylvania Department of Transportation and shall submit evidence of such submission to the Township at the time of preliminary plan submission to the Township.
 - C. Where a preliminary plan indicates the need for connection to sanitary sewer lines, the subdivider shall comply with all ordinances and regulations of the Township providing for the submission and approval of plans for sanitary sewers, the issuance of permits for the use of the sanitary sewers and the dedication of sanitary sewage facilities to the Oley Township Municipal Authority or to the Township of Oley.
 - D. Failure of the subdivider to submit all items required under subsection (A) above shall be grounds for the Township Secretary to refuse to accept the preliminary plan from the subdivider.

2. **Distribution.** The Township Secretary shall distribute submitted information as follows:
- A. To the County Planning Commission.
 - (1) Two copies of the preliminary plan.
 - (2) One copy of application for review of preliminary plan.
 - (3) One copy of all other required information and plans.
 - B. To the Township Planning Commission.
 - (1) One copy of the plan.
 - (2) One copy of application for review of preliminary plan.
 - (3) One copy of all other required information and plans.
 - C. To the Township Engineer.
 - (1) One copy of the plan.
 - (2) One copy of application for review of preliminary plan.
 - (3) One copy of all other required information and plans.
 - D. To the Township Zoning Officer.
 - (1) One copy of the plan.
 - (2) One copy of application for review of preliminary plan.
 - E. To the Township Sewage Enforcement Officer.
 - (1) One copy of the plan.
 - F. To be retained by the Township Secretary.
 - (1) One copy of the plan.
 - (2) One copy of application for review of preliminary plan.
 - (3) One copy of all other required information and plans.
 - (4) One copy of the results of soil percolation tests when onsite sewage disposal is proposed.

- G. To the Oley Township Municipal Authority
 - (1) One copy of the plan.
 - (2) One copy of all other required information and plans.
- 3. **Review by Township Planning Commission.** When a preliminary plan has been submitted, such plan shall be reviewed by the Township Planning Commission at the next scheduled meeting, provided, however, that if such submission has occurred less than 14 calendar days prior to the scheduled meeting, the Planning Commission may decline to review the plan at the next regularly scheduled meeting and review the plan at the following regularly scheduled or special meeting.
 - A. When a preliminary plan has been filed and accepted for review, the Township planning Commission shall review the plan to determine its conformance to the standards contained in this Chapter and shall recommend such changes and modification as it may deem necessary to assure compliance with this Chapter.
 - B. The Township Engineer shall review each preliminary plan to determine whether the plan meets the requirements of this Chapter and shall submit a report to the Township Planning commission on the plan's conformance with this Chapter.
 - C. The Township Sewage Enforcement Officer shall review all proposals for the use of onsite sewage disposal and report thereon to the Township Planning Commission.
 - D. The Township Zoning Officer shall review each preliminary plan to determine whether the plan meets the requirements of the Township Zoning Ordinance [Chapter 27], and shall submit a report to the Township Planning Commission on the plan's conformance with the Zoning Ordinance [Chapter 27].
 - E. The Oley Township Municipal Authority shall review all proposals concerning sanitary sewers.
 - F. When reviewing a plan at a regularly scheduled or special meeting the Township Planning Commission should consider, in addition to its own comments, written reports regarding the subdivision in question from the following:
 - (1) The Township Engineer.
 - (2) The County Planning Commission.
 - (3) The Township Sewage Enforcement Officer, when onsite sewage disposal is proposed.

- (4) The Pennsylvania Department of Transportation when the property being subdivided abuts a State Legislative Route.
 - (5) The Oley Township Municipal Authority when sanitary sewers are proposed.
 - G. Within 15 calendar days after the final meeting at which the preliminary plan is reviewed by the Township Planning Commission, the Planning Commission shall notify the following of the action taken by the Township Planning Commission regarding the preliminary plan. If the review of the Township Planning Commission is unfavorable because the requirements of this Chapter have not been met, or because the Commission deems modifications in the plan as submitted are necessary in the public interest, the recommended modifications in the plan and/or the specific provisions of this Chapter which have not been met shall be noted. If the preliminary plan is recommended to be approved subject to conditions, those conditions shall be noted along with a reference to the applicable Chapter sections. If the preliminary plan is recommended to be approved as submitted, that fact shall be noted.
 - (1) The Township Secretary.
 - (2) The Township Zoning Officer.
 - (3) The Township Engineer.
 - (4) The subdivider or his agent.
4. **Review by Township Supervisors.** After a preliminary plan has been reviewed by the Township Planning Commission, the plan shall be reviewed at one or more regularly scheduled or special meetings of the Township Supervisors.
 - A. The Township Supervisors shall review the preliminary plan and the written reports of the Township Planning Commission, the Township Engineer, the Township Zoning Officer, the Township Sewage Enforcement Officer, the Oley Township Municipal Authority and all other reports which may have been received from County and State agencies. The Township Supervisors shall either approve or disapprove the plan. No official action shall be taken by the Township Supervisors with respect to a preliminary plan until the Township has received the written report of the County Planning Commission, provided that the report is received within 30 days after the date the plan was forwarded to the County Planning Commission for review.
 - B. Before acting on a preliminary plan, the Township Supervisors may arrange for a public hearing on the plan, giving public notice as defined by law.

- C. Within 15 days after the final meeting at which the preliminary plan is acted upon by the Township Supervisors, the Township Secretary shall notify in writing the following of the action taken by the Supervisors regarding the preliminary plan:
- (1) Township Planning Commission.
 - (2) Township Engineer.
 - (3) Township Zoning Officer.
 - (4) Township Sewage Enforcement Officer.
 - (5) County Planning Commission.
 - (6) Subdivider or his agent.
 - (7) Oley Township Municipal Authority.
- D. The Township Supervisors, or the Planning Commission, shall render its decision on the preliminary plan and communicate it to the applicant in accordance with subsection (C) hereof, not later than 90 days following the date of the regularly scheduled meeting of the Planning Commission or Township Supervisors (whichever body first reviews the plan), following the date the application is filed, provided that should the said next regular meeting occur more than 30 days following the filing of the application, the said 90 day period shall be measured from the thirtieth day following the date the application has been filed.
- E. The action of the Supervisors may be favorable, approving the plan, or unfavorable, disapproving the plan. The findings and reasons upon which the Supervisors' action is based shall be given in writing to individuals and groups listed in subsection (C) above and stated in the minutes of the meeting at which the Supervisors review the plan. When the plan is not approved in terms as filed, the decision shall specify the defects found in the application and described the requirements which have not been met and shall, in each case, cite the provisions (Sections) of the Chapter which have not been met).
- F. The approval of a preliminary plan does not authorize the recording of a subdivision or land development plan nor the construction sale, lease or transfer of lots or dwelling units.
- G. The applicant shall, not later than I year after date of approval of a preliminary plan, file with the Township a final plan. With respect to preliminary plans filed prior to the effective date of this amendment the applicant shall, not later than one year after date of approval of the preliminary plan or one year following the date of the enactment of this amendment, whichever lasts occurs, file with the Township a final plan.

Failure to comply with the time limitations herein shall make the approval of the preliminary plan null and void unless extension of time is requested by the applicant and approved by the Board of Supervisors.

5. Preliminary Plan Requirements.

- A. The preliminary plan shall be clearly and legibly drawn to a scale of 1 inch equals 50 feet with all dimensions shown in feet and hundredths of a foot, except that:
- (1) If the average size of the proposed lots is 3 acres or larger, or if the minimum lot size is 2 acres or more, the plan may be drawn to scale of 1 inch equals 100 feet.
 - (2) If the subdivision or land development contains more than 50 acres, the plan may be drawn to scale of 1 inch equals 100 feet.
 - (3) If the subdivision or land development proposes lots with an average frontage of less than 50 feet, the plan may be drawn to a scale of 1 inch equals 20 feet.
 - (4) The original drawing and all submitted prints thereof shall be made on sheets either 18 inches by 24 inches, 24 inches by 36 inches, or 36 inches by 48 inches.
- B. If the preliminary plan requires more than one sheet, a key diagram showing the relative locations of all the sheets shall be drawn on each sheet. In addition, a match line shall be drawn on each sheet and the subdivider shall indicate along each match line what sheet is adjoined at the match line.
- C. The preliminary plan shall show:
- (1) Name of the proposed subdivision or land development and the name of the Township.
 - (2) North point, graphic scale, written scale and date, including the month, day and year that the original drawing was completed, and in the case of revised drawings, the month, day and year that the original drawing was revised and a description of each revision.
 - (3) Name and address of the record owner and the subdivider.
 - (4) Name, address and seal of registered engineer or surveyor responsible for the plan.

- (5) The names of any abutting subdivisions and the book and page numbers where any abutting subdivisions are recorded, and the names of the owners of any adjacent unplatted land and the book and page numbers where any adjacent unplatted land is recorded.
- (6) A key map for the purpose of locating the property being subdivided, drawn to a scale of 1 inch equals 800 feet and showing the relation of the property, differentiated by tone or pattern, to adjoining property and to all streets, roads and municipal boundaries within 1,000 feet of the subdivision or land development. A scale and north point shall be indicated.
- (7) Total tract boundaries of the property being developed, showing bearings and distances, and a statement of the total acreage of the property and the acreage of each lot.
- (8) Zoning district lines within the property and zoning district designations and area, yard and height requirements applicable to the property.
- (9) Contour lines at vertical intervals of not more than 2 feet for land with average natural slope of 4% or less and at intervals of not more than 5 feet for land with average natural slope exceeding 4%.
- (10) Location and elevation of the datum to which contour elevations refer. Datum used shall be known, established benchmark where practicable.
- (11) All existing building, sewer lines, water lines, fire hydrants, utility transmission lines, culverts, bridges, railroad tracks and other significant manmade features within the proposed subdivision or land development and within 50 feet from the boundaries of the proposed subdivision or land development.
- (12) All existing soil types, natural drainage patterns, water courses, tree masses, flood plan areas calculated using the method set forth in Appendix IV of this Chapter and other significant natural features within the proposed subdivision or land development, including special flood hazard areas established by the Federal Insurance Administration and base flood elevations for the 100 year storm.
- (13) All existing streets and streets of record (recorded but not constructed) on or abutting the tract, including names, right-of-way widths, cartway (pavement) widths and appropriate grades.
- (14) All existing easements and rights-of-way and the purposes for which the easements or rights-of-way have been established.
- (15) The full plan of proposed development including:

- (a) For all proposed streets, their location, suggested name, right-of-way and cartway widths, a statement of any conditions governing their use and suggested type (i.e., collector). The designation of minor, collector and arterial streets is subject to the approval of the Township.
- (b) Location, width and purpose of all easements and rights-of-way.
- (c) Building setback lines along each street and the proposed placement of each apartment building, townhouse and nonresidential building, for each apartment building the number of dwelling units shall be indicated.
- (d) The following information shall be provided regarding designated lots:
 - 1) Lot lines with appropriate dimensions.
 - 2) Lot numbers and a statement of the total number of lots and parcels.
 - 3) For subdivisions occurring in an AP – Agricultural Preservation District, the number of dwelling units permitted for the residue of the parcel.

[Ord. 287]

- (e) The location, size and intended use of all nonresidential lots and parcels.
- (f) The location of all common parking areas and access drives to the parking areas, the size and number of parking stalls, widths of aisles and access drives and tentative grades of parking areas and access drives. The location, number and dimensions of offstreet loading areas shall also be indicated.
- (g) Water mains, sanitary sewers, storm sewers and other drainage facilities with the size and material of each and any proposed connections with existing facilities.
- (h) Location, size and expected use of all parks, playgrounds and recreation areas. Areas to be dedicated to the Township shall be noted. Areas to be reserved for public use, but not to be dedicated, shall be noted and any conditions governing such areas and the arrangements to be made for the administration and maintenance of these areas shall also be noted.

- (i) Provisions for pedestrian circulation throughout the tract, when provided by means other than sidewalks.
 - (16) Location of the soil test holes (deep probes) and perc holes when onlot sewage disposal is proposed.
 - (17) The words "PRELIMINARY PLAN" in an obvious location on any drawings or supplemental reports.
 - (18) The 100 year floodplain areas within the subdivision, as shown on Federal Flood Insurance Maps.
 - (19) Any wetlands known to exist or suspected to exist on the property must be delineated on the plan. Such delineation must be performed by a qualified individual who shall be identified on the plan. The delineation shall be performed in accordance with the technical definitions and procedures recognized by the Pennsylvania Department of Environmental Protection. The boundary of the wetland shall be located on the plan using field survey methods. *[Ord. 311]*
 - (20) Solid waste management facilities in accordance with §22-812(8).
- D. The preliminary plan shall be accompanied by the following supplemental data as applicable or as required by the Township.
- (1) Typical street cross section drawing(s) for all proposed streets.
 - (2) Tentative profiles along the centerline of each proposed street shown on the preliminary plan. Such profiles shall show natural and finished grades at one of the following sets of scales or any combination thereof:
 - (a) One inch equals 10 feet horizontal and 1 inch equals 1 foot vertical.
 - (b) One inch equals 20 feet horizontal and 1 inch equals 2 feet vertical.
 - (c) One inch equals 40 feet horizontal and 1 inch equals 4 feet vertical.
 - (d) One inch equals 50 feet horizontal and 1 inch equals 5 feet vertical.
 - (3) A plan for control of the surface drainage of the tract to be subdivided. Such plan shall include stormwater run off calculations for the entire property being subdivided and all calculations for the entire property being subdivided and all property at a higher elevation in the same

water shed when fully developed, and shall show the proposed method of accommodating the anticipated runoff, stormwater calculations shall be made and drainage facilities designed in accordance with Appendix V of the Chapter.

- (4) Preliminary Designs of Any Bridges or Culverts. Such designs shall meet all applicable requirements of the Pennsylvania Department of Transportation and the Pennsylvania Department of Environmental Protection. *[Ord. 311]*
- (5) Site Investigation (Soil Probe) and Percolation Test Results.
 - (a) Soil testing shall be performed for all subdivisions and land developments in which buildings at the time of construction will not be connected to an operating public or community sanitary sewage treatment and disposal system.
 - (b) All soil testing shall be conducted in accordance with the procedures and requirements set forth in Ord. 247 of the Township of Oley, as amended [Chapter 18, Part 4].
 - (c) Soil probes and percolation tests shall be performed at the site of proposed onsite sanitary sewage disposal facilities. At least one acceptable set of tests is required for each lot within a subdivision or land development. An alternate test area maybe required.
 - (d) The results of the soil probe and percolation tests shall be analyzed by the Township, and by the Pennsylvania Department of Environmental Protection, as necessary, and the final plan lot layout shall be based on this analysis. *[Ord. 311]*
- (6) Where a preliminary plan shows the proposed subdivision of only part of the subdividers total property, the Township or Planning Commission may require the plan to be accompanied by a concept plan of the proposed development for the remainder of the property. The concept plan shall include the proposed street system, land use and significant physical features that would affect development.
- (7) Where the subdivider proposes to locate a street or other improvement within a portion of a utility right-of-way, a letter from the appropriate utility company giving permission to locate within the right-of-way.
- (8) A plan for the preservation of existing natural features on the site when deemed necessary by the Township Planning Commission. (See §22-812(1)(A)).

- (9) Any required Pa. DEP planning modules shall be submitted to the Township. The Township in turn shall submit them to Pa. DEP. *[Ord. 311]*
- (10) A copy of a letter from the Department of Environmental Protection approving the planning modules for the subdivision or land development shall be submitted to the Township. *[Ord. 311]*
- (11) A copy of an approval letter from the Oley Township Municipal Authority if public sewer or water is proposed.
- (12) Copies of any required State highway occupancy permits shall be submitted.

(Ord. 248, 5/10/1993, §5.00; as amended by Ord. 287, 2/12/2001, §3; and by Ord. 311, 6/14/2004, §1)

PART 6**FINAL PLAN REQUIREMENTS****§22-601. Final Plan.**

1. **Submission.** Within 12 months after approval of the preliminary plan by the Township Supervisors, the subdivider or his agent shall submit a final plan with all necessary supplementary data to the Township Secretary. An extension of time may be granted by the Township Supervisors. Unless an extension is granted, failure to meet the 12 month time limitation will preclude the filing and approval of a final plan, and any subdivision of the land in question must thereafter comply with all requirements imposed on the filing of a new subdivision plan.
 - A. Official submission of a final plan shall include:
 - (1) Submission of five completed application for review of final plan (Form 3).
 - (2) Submission of ten black-on-white or blue-on-white prints on paper of the final plan which shall comply with the requirements of §22-601(5).
 - (3) Submission of five copies of all other supplementary data and plans as outlined in §22-601(5)(F).
 - (4) Payment of the filing fee.
 - (5) When requested by the Township, submission of evidence of approval of an Erosion and Sediment Control Plan by the Berks County Conservation District.
 - B. In the case of those subdivisions or land developments in which sanitary sewer systems are proposed, one copy of the final plan and all supplementary data shall be submitted for the use of the Oley Township Municipal Authority.
 - C. Failure of the subdivider to submit all items required under §22-601(1)(A) shall be grounds for the Township Secretary to refuse to accept the final plan from the subdivider.
 - D. The Township Planning Commission or the Township may allow the subdivider to submit a final plan in sections, each section covering a reasonable portion of the entire proposed subdivision or land development as shown on the approved preliminary plan. If the final plan is submitted in sections, the first section shall be submitted to the Township for review within 12 months after approval of the preliminary plan, unless an extension of time as provided for in §22-601(1) is granted.

- E. The final plan shall conform to the approved preliminary plan, except that it shall incorporate all modifications required by the Township Supervisors in their approval of the preliminary plan. Failure to comply with past reviews shall constitute grounds for the Township to refuse to approve the final plan.
2. **Distribution.** Distribution of final plans and supporting data submitted to the Township Secretary shall be made as follows:
- A. To the Township Planning Commission.
 - (1) One copy of application for review of final plan.
 - (2) One copy of the plan.
 - (3) One copy of all supplementary data and plans.
 - B. To the Township Zoning Officer.
 - (1) One copy of application for review of final plan.
 - (2) One copy of the plan.
 - C. To the Township Engineer.
 - (1) One copy of application for review of final plan.
 - (2) Two copies of the plan.
 - (3) Two copies of all supplementary data and plans.
 - D. To the Township Sewage Enforcement Officer.
 - (1) Two copies of the plan.
 - (2) Two copies of the planning module for land development.
 - E. To be retained by the Township Secretary.
 - (1) One copy of application for review of final plan.
 - (2) One copy of the plan.
 - (3) One copy of all supplementary data and plans.
 - F. To the County Planning Commission, in the case of a subdivision submitted under §22-701(3) or when requested to do so by the Township Planning Commission.

- (1) One copy of application for review of final plan.
 - (2) Two copies of the plan.
 - (3) One copy of all supplementary data and plans.
3. **Review by Township Planning Commission.** When a final plan has been submitted, such plan shall be reviewed by the Township Planning Commission at the next scheduled meeting, provided however, that if such submission has occurred less than 14 calendar days prior to the scheduled meeting, the Planning Commission may decline to review the plan at the next regularly scheduled meeting and review the plan at the following regularly scheduled or special meeting.
- A. When a final plan has been filed and accepted for review, the Township Planning Commission shall review the plan to determine its conformance to the standards contained in this Chapter and shall recommend such changes and modifications as it shall deem necessary to assure compliance with this Chapter. The Township Engineer shall review each final plan to determine whether the plan meets the requirements of this Chapter, and shall submit a report to the Township Planning Commission on the plan's compliance with this Chapter. The Township Sewage Enforcement Officer shall report to the Township Planning Commission on all proposals for onsite sewage disposal. The Township Zoning Officer shall review each final plan to determine whether the plan meets the requirements of this Chapter, and shall submit a report to the Township Planning Commission on the plan's compliance with this Chapter. The Oley Township Municipal Authority shall report to the Township Planning Commission on all proposals for sanitary sewers.
 - B. When reviewing a plan at a regularly scheduled or special meeting the Township Planning Commission should consider, in addition to its own comments, written reports regarding the subdivision or land development from the Township Engineer, the Township Zoning Officer, the Township Sewage Enforcement Officer, the Oley Township Municipal Authority, and any other reports which may have been received regarding the final plan.
 - C. Within 15 calendar days after the meeting at which the final plan is acted upon by the Township Planning Commission, the Planning Commission Secretary shall notify the following in writing of the action taken by the Planning Commission regarding the final plan:
 - (1) Township Secretary.
 - (2) Township Zoning Officer.
 - (3) Township Engineer.
 - (4) Subdivider or his agent.

- D. If the review of the Township Planning Commission is not favorable, the Planning Commission shall recommend that the plan not be approved and state the reasons for such action, together with a reference to the applicable sections of this Chapter. If the Planning Commission recommends that the final plan as submitted be approved, this fact shall be noted.
4. **Review by Township Supervisors.** After a final plan has been reviewed by the Township Planning Commission, the plan shall be reviewed by the Township Supervisors at one or more regularly scheduled or special meetings.
- A. The Township Supervisors shall review the final plan and written reports regarding the plan from the Township Planning Commission, the Township Engineer, the Township Zoning Officer, the Township Sewage Enforcement Officer, the Oley Township Municipal Authority, and any other Township, State or County agencies. If the final plan has been forwarded to the County Planning Commission for review, no official action shall be taken by the Township Supervisors with respect to the final plan until the Township has received the written report of the County Planning Commission, provided that the report is received within 45 days after the date the plan was forwarded to the County Planning Commission for review.
- B. Before acting on a final plan, the Supervisors may arrange for a public hearing on a plan, giving public notice as defined by law.
- C. Within 15 days after the final meeting at which the final plan is acted upon by the Supervisors, the Township Secretary shall notify in writing the following of the action taken by the Supervisors regarding the final plan:
- (1) Township Planning Commission.
 - (2) Township Engineer.
 - (3) Township Zoning Officer.
 - (4) Township Sewage Enforcement Officer.
 - (5) County Planning Commission.
 - (6) Subdivider or his agent.
 - (7) Oley Township Municipal Authority.

- D. Action by the Supervisors may be favorable, giving approval to the final plan, or the action may be unfavorable, disapproving the plan. When the plan is not approved in terms as filed, the decision shall specify the defects found in the application and describe the requirements which have not been met and shall, in each case, cite the provisions (Sections) of the Chapter which have not been met.
- E. The Township Supervisors, or the Planning Commission, shall render its decision on the final plan and communicate it to the applicant in accordance with §22-601(4)(C) hereof, not later than 90 days following the date of the regularly scheduled meeting of the Planning Commission or Township Supervisors (whichever body first review the plan) following the date the application is filed, provided that should the said next regular meeting occur more than 30 days following the filing of the application, the said 90 day period shall be measured from the 30th day following the date the application has been filed.
- F. A final plan shall not be recorded until the requirements of §22-601(6), Recording of Final Plan, have been met.

5. **Final Plan Requirements.**

- A. The final plan shall be clearly and legibly drawn to a scale of 1 inch equals 50 feet with dimensions shown in feet or hundredths of a foot, except that:
 - (1) If the average size of the proposed lots is three acres or larger, or if the minimum lot size is two acres or more, the plan may be drawn to a scale of 1 inch equals 100 feet.
 - (2) If the subdivision contains more than 50 acres, the plan may be drawn to a scale of 1 inch equals 100 feet.
 - (3) If the subdivision proposes lots with an average frontage of less than 50 feet, the plan may be drawn to a scale of 1 inch equals 20 feet.
 - (4) The original drawing and all submitted prints thereof shall be made on sheets either 18 inches by 24 inches, 24 inches by 36 inches, or 36 inches by 48 inches.
- B. If the final plan requires more than one sheet, a key diagram showing the relative location of all the sheets shall be drawn on each sheet and the subdivider shall indicate along each match line what sheet is adjoined at that match line.
- C. The final plan shall show all the following as well as all information required for preliminary plans (§22-501(5)(C)):

- (1) Name of proposed subdivision or land development and of the Township.
- (2) North point, graphic scale, written scale and date including the month, day and year that the original drawing of the final plan was completed, and in the case of revised drawings, the month, day and year that the original drawing was revised and a description of each revision.
- (3) Name of the record owner and subdivider and the source of title to the land being subdivided, as shown by the records of the County Recorder of Deeds.
- (4) The name, address and seal of the registered professional engineer or surveyor responsible for the plan. The record plan depicting lot lines must bear the seal of a professional land surveyor. Other plans (stormwater, sewer, roads, etc.) may bear the seal of a professional engineer.
- (5) The names of all abutting subdivisions, if any, with the book and page numbers where recorded and the names of the owners of all adjacent unplatted land, if any, and the book page numbers where recorded.
- (6) A key map for the purpose of locating the property being subdivided, drawn to a scale of 1 inch equals 800 feet and showing the pattern to adjoining property and to all streets, roads and municipal boundaries within 1,000 of the subdivision. In addition, a scale and north point shall be indicated.
- (7) The total tract boundary lines of the area being subdivided with accurate distances to hundredths of a foot and bearings to one-quarter of a minute. These boundaries shall be balanced and closed with an error of closure not to exceed 1 foot in 20,000; provided, however, that the boundary(s) adjoining additional unplatted land of the subdivider (for example, between separately-submitted final plan sections) are not required to be based upon field survey and may be calculated. The proposed location and elevation (if the elevation is established) of all boundary line (perimeter) monuments shall be indicated, along with a statement of the total area of the property being subdivided. The surveyor responsible for the plan shall certify as to the accuracy of the survey and the drawn plan in accordance with Appendix II.
- (8) Zoning district lines within the property, and zoning district designations and area, yard and height requirements applicable to the property.
- (9) The location, name (and/or number) and right-of-way, cartway and ultimate right-of-way widths and lines of all roads within the subdivision or land development.

- (10) The following data for the cartway edges or curb lines and right-of-way lines of all recorded (except those which are to be vacated) and proposed streets and for the right-of-way lines of all existing streets within or abutting the property to be subdivided:
 - (a) The length, in feet to the second decimal point, of all straight lines and any two functions of a chord of all curved lines and the delta angle (in degrees, minutes, and seconds) of all curved lines.
- (11) All lot lines shall be shown and shall be completely dimensioned in feet to the second decimal point, if straight, and if curved, with central angle in degrees, minutes and seconds and length of arc and radius. Bearings to one-quarter of a minute shall be shown for all lot lines. Each lot shall be balanced to an accuracy of one foot in 20,000 feet. For each lot, the total lot area in square feet or acres shall be stated.
- (12) Lot numbers, numbered consecutively and a statement of the total number of lots and parcels.
- (13) Location, size and intended use of all nonresidential lots and parcels, including all parks, playgrounds and recreation areas.
- (14) Building setback lines along each street and the proposed placement of each apartment, townhouse and nonresidential building. For each apartment building the number of dwelling units shall be indicated.
- (15) Clear sight triangles as required by §22-802(9).
- (16) The location of all existing and proposed street monuments as required by §22-902(H).
- (17) All easements and rights-of-way, including reference to the existence of any agricultural conservation easement affecting the property. The purpose and any limitations of such easements or rights-of-way shall be identified. Rights-of-way shall be accurately shown and identified on the plan and easements shall either be shown or specifically described on the plan. *[Ord. 287]*
- (18) Location, size, material and invert elevation of all sanitary and storm sewers, the location of all manholes, inlets and culverts and the location, size and material of all water mains.
- (19) Provisions for pedestrian circulation throughout the tract, when provided by means other than sidewalks.

- (20) The location of all common parking areas and access drives to the parking areas, the size and number of parking stalls, the width of aisles and access drives and proposed grades of parking areas and access drives. Location, number, and dimensions of off-street loading areas shall be indicated.
- (21) If the subdivision or land development proposes a new street or driveway intersection with a State Route, a permit from the Department of Transportation indicating approval of such intersection.
- (22) A certificate of ownership, acknowledgment of plan and offer of dedication shall be lettered on the plan, using the form specified in Appendix I and shall be signed by the owner(s) of the property and be notarized.
- (23) Certificate for approval of the plan by the Township Supervisors and Township Planning Commission.
- (24) A blank space in which the appropriate stamp of the County Planning Commission may be applied.
- (25) A blank space in order that the Recorder of Deeds may acknowledge receipt and recording of the plan when it is presented.
- (26) The location of all floodplains calculated using the method listed in Appendix IV and all special flood hazard areas established by the Federal Insurance Administration, including base flood elevations for the 100 year storm.
- (27) The words "FINAL PLAN" in an obvious location on any drawings or supplemental reports.
- (28) For plans that contain lots exiting to a State Road, the plan shall contain a note which reads as follows:

A highway occupancy permit is required pursuant to §420 of the State Highway Law before driveway access to State Highway is permitted. Access to the State Highway shall be only as authorized by a highway occupancy permit.
- (29) Any wetlands known to exist or suspected to exist on the property must be delineate don the plan. Such delineation must be performed by a qualified individual who shall be identified on the plan. The delineation shall be performed in accordance with the technical definitions and procedures recognized by the Pennsylvania Department of Environmental Protection. The boundary of the wetland shall be located on the plan using field survey methods. */Ord.*

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(30) Street addresses in accordance with §22-804(4).

D. The final plan shall be accompanied by the following supplementary data and any information required by §22-501(5)(D), as applicable or as required by the Township:

- (1) Typical street cross section drawing(s) for all proposed streets.
- (2) Profile sheets for all proposed streets within the tract. Such profiles shall show at least the following information, properly labeled:
 - (a) Existing (natural) profile along both cartway edges or at the top of both curbs.
 - (b) Proposed finished grade at the top of both curbs or along both cartway edges.
 - (c) The length of all vertical curves.
 - (d) Existing and proposed sanitary sewer mains and manholes.
 - (e) Existing and proposed storm sewer mains, inlets, manholes and culverts.
- (3) The profile sheets required by §22-601(D) shall be legibly drawn at one of the following sets of scales or any combination thereof:
 - (a) One inch equals 10 feet horizontal and 1 inch equals 1 foot vertical.
 - (b) One inch equals 20 feet horizontal and 1 inch equals 2 feet vertical.
 - (c) One inch equals 40 feet horizontal and 1 inch equals 4 feet vertical.
 - (d) One inch equals 50 feet horizontal and 1 inch equals 5 feet vertical.
- (4) All offers of dedication and all arrangements governing the reservation and maintenance of undedicated open space.

- (5) A deed of dedication for any road right-of-way or open space offered to the Township and a certification from a reputable title company that all road rights-of-way are free and clear of all liens, encumbrances and easements of record.
 - (6) Such private deed restrictions as may be imposed upon the property as a condition to sale, together with a statement of any restrictions previously imposed which may affect the title to the land being subdivided.
 - (7) Whenever a subdivider proposes to establish a street which is not offered for dedication to public use, the Township may require the subdivider to submit, and also to record with the plan, a copy of an agreement made with the Township on behalf of his heirs and assigns, which shall establish the conditions under which the street may later be offered for dedication.
 - (8) Six copies of a subdivision agreement as may be required by the Township.
 - (9) With a proposal to change or diminish the course, current or cross section of any stream or body of water, or to construct or change any water obstruction, any required approval or permit from the Pennsylvania Department of Environmental Protection. *[Ord. 311]*
 - (10) A plan for the preservation of existing natural features on the site if required by the Township.
- E. The Township may require a subdivider to submit a separate landscape plan showing the number, location, size and species of all plant material that will be planted within the subdivision.
- F. Where requested by the Township, a final grading plan shall be submitted at the time of final plan submission.
- G. An Erosion and Sedimentation Control Plan for the project shall accompany the final plan. A favorable letter of review of the ESC Plan from the Berks County Conservation District or a National Pollution Discharge Elimination System (NPDES) permit from the Berks County Conservation District shall accompany the final plan.
- H. In the case of developments containing apartments and townhouses and commercial and industrial developments, provisions to be made for the storage and collection of solid wastes shall be indicated. The location, number, size and type of storage facilities shall be indicated, as well as the method and frequency of collection. Estimated solid waste generation from the development shall also be indicated.

- I. A copy of soil testing results when onlot sewage disposal is proposed. At least one acceptable set of tests is required for each lot within the subdivision or land development where a new or repaired system is required. An alternate test area may be required. The balance of a property remaining after a subdivision (residue property) shall be considered a lot. All soil testing shall be conducted in accordance with the procedures and requirements set forth in Chapter 18 of the Township of Oley Code of Ordinances, as amended.
 - J. A copy of a letter from the Department of Environmental Protection granting approval of the planning module for the subdivision or land development, if such a letter was not submitted with a preliminary plan. *[Ord. 311]*
 - K. Complete specifications for all improvements shall be provided with the plan. Specifications shall be in accordance with Township requirements and sufficiently detailed to be used for bidding and construction.
 - L. Copies of any required State highway occupancy permits, if not submitted with a preliminary plan.
 - M. Satisfactory evidence that the proposed plan will not be in violation of any restrictive conservation easement or any Federal, State or County laws and regulations. *[Ord. 287]*
 - N. Evidence from the Agricultural Land Preservation Board of Berks County that the plan has received any required approval. *[Ord. 287]*
6. **Improvements Guarantee, Inspection Fees, and Recording of Final Plan.**
- A. **Improvements Guarantee.** No final plan shall be approved by the Township Supervisors unless the streets and other improvements required by the plan and this Chapter have been installed in accordance with this Chapter. In lieu of the completion of these improvements, the developer shall provide for the deposit of financial security in an amount sufficient to cover the costs of the improvements required by this Chapter and for the reasonable and necessary expense incurred for the inspection of these improvements by the Township Engineer. The final plan shall not be released for recording until a financial improvements agreement is executed. When requested by the developer in order to facilitate financing, the Township Supervisors shall furnish a certified copy of a signed resolution indicating approval of the final plan contingent upon the developer obtaining satisfactory financial security. The resolution shall expire and be deemed to be revoked if a financial security agreement is not executed within 90 days unless a written extension is granted by the Township Supervisors. Such an extension shall not be unreasonably withheld and shall be placed in writing by the Township Supervisors at the request of the developer. Letters of credit and restrictive or escrow accounts from a bonding company or a Federal or Commonwealth chartered lending institutions authorized to conduct such business within the Commonwealth shall be deemed acceptable financial security. Such bond or other security shall be posted with a bonding company or lending institution

chosen by the developer and shall provide for and secure to the public the completion of any improvements and their inspection by the date fixed in the accompanying agreement for completion of the improvements. The amount of the financial security to be posted shall be equal to 110% of the estimated cost for completion of improvements and their inspection. Annually, the Township may adjust the financial security amount, based upon the actual cost of improvements to date completed to their estimated costs and require the developer to post additional security to assure that the financial security balance equals 110% of the cost of the remaining improvements and their inspection.

- (1) **Submittal, Review and Acceptance of Improvements Estimate.** The amount of financial security required shall be based upon an estimate of the cost of completion of the required improvements and their inspection. The estimate shall be submitted by the developer and must be prepared by a qualified professional engineer who shall certify that the cost estimate is fair and reasonable. The Township Engineer shall review the cost estimate to determine if the cost estimate is fair and reasonable. The Township Supervisors may refuse to accept the developer's cost estimate if, based upon the review of the Township Engineer, good cause is shown. If the developer and the Township Supervisors are unable to agree upon a cost estimate, then the estimate shall be recalculated and recertified by another professional engineer chosen by mutual agreement between the Township Supervisors and the developer. The estimate determined by this mutually agreed upon engineer shall be presumed fair and reasonable and shall be the final estimate and the fees for his services shall be shared equally by the Township and the developer. If the developer requires more than 1 year from the date of posting security to complete the required improvements, the amount of the financial security may be increased by an additional 10% for each 1 year period in accord with the provisions of Act 170, §509(h), as amended.

7. Procedure for Proportional Releases of Financial Security.

- A. As the work of installing the required improvements proceeds, the developer may request the Township to release or authorize the release of portions of the financial security necessary for payment to the contractor(s) performing the work. Such requests shall be submitted to the Township Supervisors in writing. The Township shall have 45 days from the receipt of such request to allow the Township Engineer to certify in writing to the Township Supervisors that the claimed improvements have been satisfactorily completed in accordance with the approved final plan and the requirements of this Chapter. Upon such certification by the Township Engineer, the Township shall authorize release by the bonding company or lending institution of an amount estimated by the Township Engineer to fairly represent the value of the satisfactorily completed improvements.

- B. The Township may, prior to final release at the time of completion and certification by the Township Engineer, require retention of 10% of the cost of the improvements.
- (1) Remedies to Effect Completion of Improvements. In the event that any improvements which are required by this Chapter have not been installed as provided in this Chapter or in accord with the approved final plan, the Township may enforce any corporate bond or other security by appropriate legal and equitable remedies. If the proceeds of such bond or other security are insufficient to pay the cost of installing or making repairs or corrections to all the improvements covered by said security, the Township may at its option install part of such improvements in all or part of the subdivision or land development and may institute appropriate legal or equitable action to recover the moneys 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 developer, or both, shall be used solely for the installation of the improvements covered by such security.
 - (2) Procedure for Final Release of Performance Guarantee. When the developer has completed improvements covered by the performance guarantee, the developer shall notify the Township Supervisors, by certified or registered mail, of the completion of the improvements and shall send a copy of the notice to the Township Engineer. The Township Supervisors shall within 10 days after receipt of notice of completion of improvements direct and authorize the Township Engineer to inspect the improvements. The Township Engineer shall then submit a written report regarding the improvements to the Township Supervisors and promptly mail a copy of the report to the developer by certified or registered mail. The report shall be made and mailed by the Township Engineer within 30 days after receipt of authorization from the Township Supervisors. The report shall be detailed and shall indicate approval or rejection of the improvements, whether in whole or in part. If the improvements or any portion thereof shall not be approved or shall be rejected by the Township Engineer, the report shall contain a statement of reasons for such nonapproval or rejection. The Township Supervisors shall notify the developer in writing by certified or registered mail of their action. If any portion of the improvements shall not be approved or shall be rejected by the Township Supervisors, the developer shall proceed to complete the improvements and upon completion the same procedure of notification as outlined above shall be followed.

8. **Security for Structural Integrity and Functioning of Dedicated Improvements.** Where the Township Supervisors accept dedication of all or some of the required improvements following completion, the Township Supervisors may require the posting of financial security to secure 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 for installation of such improvements and the amount of the financial security shall not exceed 15% of the actual cost of installation of said improvements.
9. **Sediment and Erosion Control Permits.** Before any record plan is released for recording, a copy of any earth-moving permits required by the rules and regulations of the Pennsylvania Department of Environmental Protection shall be submitted to the Township. *[Ord. 311]*
10. **Endorsement by Township Supervisors.** After the completion of the procedures required by this Chapter the Supervisors shall place their endorsements on the record plan and on as many other copies of the final plan as may be desired or required. The record plan shall be signed by at least a majority of members of the Board of Supervisors and the Township Seal shall be affixed to the plan. No subdivision or land development plan may be legally recorded unless it bears Township endorsement indicated by the signatures of at least a majority of the Township Supervisors and the Township Seal. The record plan shall be a clear and legible black-on-white print on material acceptable to the Recorder of Deeds.
11. **Endorsement of County Planning Commission.** After the plan has been endorsed by the Township Supervisors, the plan shall be submitted by the subdivider or his agent to the County Planning Commission for endorsement. As a prerequisite for endorsement the County Planning Commission will require three paper prints bearing the Township Seal and endorsement by the Township Supervisors and copies of all earth-moving permits which may be required by the Pennsylvania Department of Environmental Protection. *[Ord. 311]*
12. **Filing With Recorder of Deeds.** After endorsement by the Township and by the County Planning Commission, the subdivider shall file the record plan with the County Recorder of Deeds within 90 days of the date of the meeting at which the Township Supervisors approved the final plan.

- A. The Township shall receive one reproducible reproduction of the final plan as approved and recorded.
- B. All streets, parks or other improvements shown on the final plan shall be deemed to be private until such time as they have been offered for dedication to the Township and accepted by resolution of the Township Supervisors. The acceptance of any improvement shall be by a separate action of the Township Supervisors.
- C. After the final plan has been approved and recorded, all streets and public grounds shown on the final plan shall be and become part of the official Township Map without public hearing.

(Ord. 248, 5/10/1993, §6.00; as amended by Ord. 287, 2/12/2001, §§4, 5; and by Ord. 311, 6/14/2004, §1)

PART 7

PLANS EXEMPTED FROM STANDARD PROCEDURES

§22-701. Plans Exempted from Standard Procedures.

1. **Minor Subdivisions.** In the case of any subdivision in which all proposed lots will have frontage on and direct vehicular access to an existing improved Township or State road and the parcel being subdivided will be divided into no more than two lots or parcels, and the lots will be used for only single-family detached dwellings, the subdivider may submit only a sketch plan of record to the Township, rather than submit preliminary and final plans.
 - A. The sketch plan of record shall contain all information required by and be submitted and reviewed in accordance with Part 4 of this Chapter.
 - B. The sketch plan of record shall be submitted to the County Planning Commission for review.
 - C. The Township Planning Commission or the Township Supervisors shall require the submission of the results of soil probe and percolation tests when onlot sewage is required.
 - D. The Township Planning Commission or the Township Supervisors may also require submission to and review by the Berks County Conservation District and to the Pennsylvania Department of Transportation.
 - E. Further subdivision from a tract recorded under this Section will require a review of plans in accordance with the standard procedures of this Chapter.
2. **Resubdivision.** Any replatting or resubdivision of land, including changes to recorded plans, shall be considered a subdivision and shall comply with this Chapter, except that:
 - A. Lot lines may be changed from those shown on a recorded plan, provided that in making such changes:
 - (1) No lot or tract of land shall be created or sold that is smaller than required by the Township Zoning Ordinance [Chapter 27].
 - (2) Easements and rights-of-way shall not be changed.
 - (3) Street locations and block sizes shall not be changed.
 - (4) No lot shall be created which does not abut a street.

- (5) Open space and recreation areas shall not be reduced.
 - (6) The number of lots shall not be increased.
 - B. In every case wherein lot lines are changed as permitted above, the subdivider shall submit a revised final plan for review.
 - (1) The final plan shall contain all information required by and be submitted and reviewed in accordance with Part 6 of this Chapter.
 - (2) The final plan shall be submitted to the County Planning Commission for review.
 - (3) Precise bearings and distances shall be shown for the lots and parcels affected and evidence shall be submitted that any lot from which a parcel is being transferred will not be in violation of any requirement of the Township Zoning Ordinance [Chapter 27] or other Township regulation.
 - (4) When onlot sewage disposal is intended to be utilized, the Township may require that the final plan be submitted to the Township Sewage Enforcement Officer for review, prior to approval of the plan.
3. **Auction Sale.** In the case of the proposed subdivision of land by process of auction sale, the following procedure may be used by the subdivider:
 - A. The subdivider shall prepare and submit a preliminary plan in accordance with this Chapter.
 - B. The preliminary plan shall comply with and be approved in accordance with the requirements of this Chapter and in addition contain the following notation:

This property is intended to be sold by auction on or about _____, 20___, in whole or in part according to this plan. Sale of lots at such auction shall be in the form of agreement to purchase, and no actual transfer of ownership or interest in such lots shall proceed until a final plan showing such division of property shall have been approved by the Township Supervisors, in accordance with its regulations, and recorded in the office of the County Recorder of Deeds.
 - C. The auction sale may then proceed in accordance with the above notation, after which the subdivider shall prepare and submit a final plan in accordance with this Chapter.

4. **Lot Annexations.** Where the conveyance, sale or transfer of land from one parcel to an adjacent parcel is proposed for the sole purpose of increasing lot size or the adjustment of lot boundaries, and not for the purpose of creating a separate new lot or a land development, the landowner shall submit a sketch plan of record for review.
 - A. The sketch plan of record shall contain all information required by, and be submitted and reviewed in accordance with Part 4 of this Chapter.
 - B. The sketch plan of record shall be submitted to the County Planning Commission for review.
 - C. Precise bearings and distances shall be shown for any parcels being transferred, and evidence shall be submitted that the parcel from which a parcel is being transferred will not violate, as the case may be, any requirement of the Township Zoning Ordinance [Chapter 27] or other Township regulations.
 - D. If development is proposed for the parcel which has been increased in size, no building permit shall be issued unless the applicable requirements of Township regulations are met.
 - E. The plan shall contain a notation that the lot in question is being created for the sole purpose of annexation to an adjoining parcel and is not to be considered as a separate building lot of record.
 - F. This procedure may be used to annex more than one parcel of land simultaneously, subject to the above conditions and limitations.

(Ord. 248, 5/10/1993, §7.00)

PART 8**DESIGN STANDARDS****§22-801. Application and General Standards.**

1. The standards and requirements contained in Parts 8 and 9 are intended as the minimum for the promotion of the public health, safety and general welfare and shall be applied as such by the Township Planning Commission and the Township Supervisors in reviewing all subdivision and land development.
2. Whenever other Township regulations impose more restrictive standards and requirements than those contained herein, such other regulations shall prevail; otherwise, the standards and requirements of this Chapter shall apply.
3. Subdivision and land development plans shall give due recognition to the Official Plans of the Township or to parts of the Official Plans which have been adopted pursuant to statute.
4. The plan of the proposed subdivision or land development shall be coordinated with existing adjacent development in order to provide for harmonious development of the area as a whole.
5. Lands subject to hazards to life, health, or property such as may result from fire, flood, disease or other causes shall not be subdivided or developed for building purposes until all such hazards have been eliminated or adequate safeguards against such hazards are provided as approved by the appropriate regulatory agencies.
6. All subdivisions and land developments shall be reviewed to assure that all such proposals are consistent with the need to minimize flood damage, all public utilities and facilities, such as sewer, gas, electrical and water systems are located and constructed to minimize or eliminate flood damage and adequate drainage is provided so as to reduce exposure to flood hazards. Within special flood hazard areas established by the Federal Insurance Administration, new and replacement water supply systems and sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters.

(Ord. 248, 5/10/1993, §8.10)

§22-802. Streets.**1. General Standards.**

- A. The location and width of all streets shall conform to the Official Plans or to such parts thereof as may have been adopted by the Township and shall be properly related to all existing streets, recorded streets, and Official Plans which have been adopted by the Township, County or State.
- B. The proposed street system shall extend existing or recorded streets at the same width as the existing or recorded streets if these streets meet or exceed the standards of §22-802(3)(A). Otherwise, street extensions shall meet the standards of §22-802(3)(A).
- C. Where, in the opinion of the Township, it is desirable to provide for street access to adjoining property, streets shall be extended by dedication to the boundary of such property. If a subdivision proposes lots, all of which front on existing public roads, the Township may require the subdivider to reserve land adequate to provide for future street access from the public roads on which the lots front to the land to the rear of the proposed lots. Such reserved areas shall be of such dimensions to permit the construction of streets meeting the standards of this Chapter.
- D. If lots or parcels in the subdivision are large enough for resubdivision, or if a portion of the subdivider's property is not proposed to be subdivided but could be subdivided in the future, the Township may require the reservation of land adequate to provide for future street access to land which could be resubdivided or subdivided in the future and require that the location of land reserved for future streets be coordinated with the street system shown on the subdivision plan.
- E. New minor streets shall be so designed as to discourage through traffic but the subdivider shall give adequate consideration to provision for the extension and continuation of arterial and collector streets into and from adjoining properties.
- F. Where a subdivision or land development abuts an existing street which does not meet the standards of this Chapter, the Township may require the dedication of land sufficient to widen the street to meet the standards of this Chapter. In addition, the Township may require repair of the existing street, if required, and/or widening of the existing street cartway to meet the standards of this Chapter. (*Ord. 318, 03/14/2005, §1*)

2. Partial and Half Streets.

- A. New half or partial streets will not be permitted, but wherever a tract to be subdivided borders an existing recorded half or partial street or satisfactory assurance of dedication of the remaining half can be obtained the Township may require the subdivider to provide adjacent to such half or partial street a

reservation of land adequate to allow the construction of a road meeting the standards of this Chapter.

3. **Street Widths.**

A. **Proposed Street Standards.** Minimum street right-of-way and cartway (pavement) widths shall be as shown on the official maps of the County or the Township, or, if not shown on such plans, shall be as follows:

Street Type	Required Widths (in feet)
Minor Streets & Cul-De-Sacs (Note e)	
Large Lot (40,000 S.F. net or larger)	
Right-of-Way	50
Cartway	22
Small Lot (Less than 40,000 S.F. net)	
Right-of-Way	50
Cartway	33
Collector Streets	
Right-of-Way	60
Cartway	24
Arterial Street	
Right-of-Way	As determined after consultation with the Township, the County and PennDOT
Cartway	
Marginal Access Street (Note a)	
Right-of-Way	Note b
Cartway	22
Service Street (Note a)	
Right-of-Way	22
Cartway	22
Boulevard Street (Note c)	
Right-of-Way	Note d
Cartway	36 feet (18' in each direction)

NOTES:

- (a) No on-street parking permitted.
- (b) Variable, depending on width of adjacent right-of-way, but not less than 33 feet.
- (c) A boulevard street is a street with two lanes in each direction separated by a median strip of grass and other natural cover.
- (d) The right-of-way for a boulevard street shall extend 12 feet to the outsides of the cartway. The median strip between lanes shall be included in the right-of-way.
- (e) Where a subdivision contains a mix of lot sizes with some less than and some more than 40,000 S.F., the small lot street criteria shall be used unless otherwise approved by the Township Supervisors.

B. Additional right-of-way and cartway widths may be required by the Township for the purpose of promoting the public safety and convenience or to provide parking in commercial and industrial areas and in areas of high density residential development.

4. Restriction of Access.

- A. Whenever a subdivision or land development abuts or contains an arterial or collector street the Township may require restriction of access to the street by:
 - (1) Provision of reverse frontage lots.
 - (2) Provision of service streets along the rear of the abutting lots, together with prohibition of private driveways intersecting the arterial or collector street.
 - (3) Provision of marginal access streets, provided that the reserve strips establishing such marginal access streets shall be placed within the jurisdiction of the Township under an agreement meeting the approval of the Township.
 - (4) Provision of a system of minor streets which would intersect the arterial or collector street and on which lots would front.
- B. Except as specified by §22-802(4)(A)(3), reserve strips shall be prohibited.

5. Street Grades.

- A. There shall be a minimum center line grade of .75%.
- B. Center line grades shall not exceed the following:
 - (1) Minor street: 10%.
 - (2) Collector street: 7%.
 - (3) Arterial street: 6%.
 - (4) Street intersection: 5%.
- C. Grades up to 12% may be permitted by the Township on minor streets, except cul-de-sacs, where access to the street is possible over streets with grades of 10% or less.

6. Horizontal Curves.

- A. Whenever street lines are deflected in excess of 5°, connection shall be made by horizontal curves.
- B. Minimum center line radii for horizontal curves shall be as follows:
 - (1) Minor streets: 150 feet.
 - (2) Collector streets: 300 feet.
 - (3) Arterial streets: 500 feet.
- C. A straight section of road of at least 100 feet shall be introduced between all horizontal curves on collector and arterial streets.
- D. Combinations of the minimum radius and maximum grade shall be avoided.

7. Vertical Curves.

- A. At all changes in street grades where the algebraic difference in grade exceeds 1%, vertical curves shall be provided to permit the following minimum sight distances:
 - (1) Minor streets: 200 feet.
 - (2) Collector streets: 300 feet.

- (3) Arterial streets: 400 feet.

8. Intersections.

- A. Streets shall intersect as nearly as possible at right angles and no street shall intersect another at an angle of less than 70° nor more than 110°.
- B. No more than two streets shall intersect at the same point.
- C. Streets intersecting another street shall either intersect directly opposite to each other, or shall be separated by at least 150 feet between center lines, measured along the center line of the street being intersected.
- D. Intersections shall be approached on all sides by a straight leveling area, the grade of which shall not exceed 5% within 50 feet of the intersection of the nearest right-of-way lines.
- E. Intersections with arterial streets shall be located not less than 1,000 feet apart, measured from center line to center line along the center line of the arterial streets.
- F. Street curb intersections shall be rounded by a tangential arc with a minimum radius of:
 - (1) Twenty feet for intersections involving only minor streets;
 - (2) Thirty-five feet for all intersections involving a collector street;
 - (3) Fifty feet for all intersections involving an arterial street;
 - (4) Ten feet for all intersections involving only service streets.
- G. Street right-of-way lines shall be parallel to (concentric with) curb arcs at intersections.

9. Sight Distances at Intersections.

- A. Clear sight triangles shall be provided at all street intersections with proposed new streets and private driveways. Within such triangles, no vision-obstructing object other than utility poles, street lights, street signs or traffic signs shall be permitted. Such triangle shall be established to facilitate the driver to have a clear line-of-sight for a distance determined from Part 6 of this Chapter. This clear sight triangle shall be provided under all circumstances and shall apply regardless of whether or not the triangle can be obtained on the developer's property.

(Ord. 248, 5/10/1993, §8.20)

§22-803. Cul-de-Sac Streets.

1. Dead-end streets are prohibited unless designed as cul-de-sac streets, provided that in the case of streets which are planned for future extension into adjoining tracts and which will be no longer than the depth of one lot and which will not be the primary means of access to any lot or dwelling unit, a turnaround is not required.
2. Except as provided in §22-803(1), any street dead-ended for access to an adjoining property or because of authorized stage development shall be provided with an all-weather turnaround within the subdivision or land development and the use of such turnaround shall be guaranteed to the public until such time as the street is extended.
3. Permanent cul-de-sac streets shall not exceed 1,000 feet in length and shall not furnish access to more than 20 dwelling units. If a street has only one entrance but more than one branch or turnaround, that street shall be considered one cul-de-sac and the length shall be measured from the common entrance to the end of the most distant turnaround. The number of dwelling units shall be counted as the total on all branches and turnarounds making use of that common entrance. The Township may require a permanent easement for emergency vehicle exit to be provided and maintained from the end of the cul-de-sac to another street.
4. Unless future extension is clearly impractical or undesirable, the turnaround right-of-way shall be placed adjacent to the tract boundary with sufficient additional width provided along the boundary line to permit extension of the street at full width.
5. All cul-de-sac streets, whether permanently or temporarily designed as such, shall be provided at the closed end with a fully paved turnaround. Minimum radius to the pavement edge or curb line shall be 50 feet, and minimum radius to the right-of-way shall be 60 feet.
6. Drainage of cul-de-sac streets shall preferably be toward the open end. If drainage is toward the closed end, water shall be conducted away in an underground storm sewer or by other means approved by the Township.
7. The center line grade on a cul-de-sac street shall not exceed 10% and the grade of the diameter of the turnaround shall not exceed 5%.
8. Permanent cul-de-sac streets shall include streets with only one entrance which connect with an internal circulation loop. These cul-de-sacs shall be permitted only for residential subdivisions. In these cases, the portion of the street which connects the entrance and the internal loop shall not exceed 1,000 feet and shall not contain more than 20 dwelling units. If the total number of dwelling units in the development exceeds 50 units, the Township may require more than one entrance as a means of reducing traffic congestion. Dead end streets emanating from the internal circulation loop shall not be considered a separate cul-de-sac, but shall be evaluated under §22-803(3), with length measured from the original common entrance rather than from the circulation loop.

(Ord. 248, 5/10/1993, §8.30)

§22-804. Street Names and Addresses.

1. Proposed streets which are in alignment with others already existing and names shall bear the names of the existing streets.
2. In no case shall the name of a proposed street duplicate an existing name in the Township and the postal district, irrespective of the use of the suffix street, road, avenue, boulevard, drive, way, place, court, lane, etc.
3. All street names shall be subject to the approval of the Township.
4. The developer shall provide street addresses for all new lots and land developments. Street addresses for each lot or land development shall be shown on the plan. Addresses shall conform to the requirements of the 911 emergency system and otherwise be consistent with the existing street address system in the Township.

(Ord. 248, 5/10/1993, §8.31)

§22-805. Service Streets.

1. Service streets are prohibited in residential subdivisions except where required to avoid direct driveway access to arterial streets.
2. Service streets may be permitted in other types of development, provided that the subdivider produces evidence satisfactory to the Township of the need for such service streets and provided that the service streets are not the primary means of access.
3. Where permitted, service streets shall have a minimum paved width of 24 feet except that where service streets serve uses on only one side of the street and the service streets will be one way, the Township may permit a paved surface of not less than 16 feet.
4. Dead-end service streets shall be avoided, but where this proves impossible, dead-end service streets shall be terminated with a paved circular turnaround with a minimum radius to the outer pavement edge (curb line) of 50 feet.

5. Sharp changes in alignment of service streets shall be avoided. Design of service streets which will encourage their use for through traffic (i.e., intersecting service streets) shall also be avoided. Any deflections in alignment in excess of five° shall be made by horizontal curves.

(Ord. 248, 5/10/1993, §8.32)

§22-806. Private Streets.

1. Private streets shall not provide access to more than two lots.
2. Plans containing a private road shall contain a note with provisions for distribution of the costs of maintaining the private road.
3. Private streets shall be permanently passable and mud free.
4. Private streets are prohibited unless they comply with the requirements of §22-802 and the Township road construction specifications for private streets.
5. Private streets intended for dedication shall meet the requirements of §22-802 and the Township road construction specifications for dedicated streets.

(Ord. 248, 5/10/1993, §8.33)

§22-807. Blocks.

1. **Layout.**
 - A. The length, width and shape of blocks shall be determined with due regard to the provision of adequate sites for buildings of the type proposed, zoning requirements, topography and requirements for safe and convenient vehicular and pedestrian circulation, including the reduction of intersections with arterial streets.
2. **Length.**
 - A. Blocks shall have a maximum length of 1,800 feet and a minimum length of 500 feet. The Township may decrease the permitted maximum and/or minimum lengths of blocks if the topography of land or surface water drainage conditions warrant such a decrease.
 - B. Blocks along arterial streets shall not be less than 1,000 feet long.
 - C. In the design of blocks longer than 1,000 feet, special consideration shall be given to the requirements of satisfactory fire protection.

3. **Depths.**

- A. Residential blocks shall be of sufficient depth to accommodate two tiers of lots, except where reverse frontage lots are required.

4. **Commercial and Industrial Blocks.**

- A. Blocks in commercial and industrial areas may vary from the elements of design detailed above if required by the nature of the use. In all cases, however, adequate provisions shall be made for off-street parking and loading areas as well as for traffic circulation and parking for employees and customers.

5. **Crosswalks.**

- A. Crosswalks shall be required by the Township whenever necessary to facilitate pedestrian circulation and to give access to community facilities. Such crosswalks have a minimum width of 10 feet and contain a paved walkway with a minimum width of 4 feet.

(Ord. 248, 5/10/1993, §8.40)

§22-808. Lots and Parcels.

1. **General Standards.**

- A. The size, shape and orientation of lots shall be appropriate for the type of development and use contemplated and be in accordance with the provisions of the Township Zoning Ordinance [Chapter 27].
- B. Insofar as practical, side lot lines shall be at right angles to straight street lines and radial to curved street lines.
- C. Where feasible, lot lines shall follow municipal boundaries rather than cross them.
- D. Generally, the depth of residential lots shall not be less than one nor more than three times their width.
- E. Depth and width of parcels intended for nonresidential uses shall be adequate for the use proposed and sufficient to provide satisfactory space for onsite parking, loading and unloading, setbacks, landscaping, etc.
- F. Where an ultimate right-of-way line has been provided, all setbacks shall be measured from such ultimate right-of-way line.

G. If, after subdividing, there exists remnants of land, they shall be either:

- (1) Incorporated in existing or proposed lots.
- (2) Legally dedicated to public use, if acceptable to the Township.

2. Lot Frontage.

- A. All lots shall have direct access to an existing or proposed public street or to a private street if it meets the requirements of this Chapter. For purposes of this Section, direct access shall mean ingress and egress to a lot at a point where the lot abuts the street line, and it is not necessary to traverse any other property to gain access.
- B. Reverse frontage lots shall be avoided except where required to provide separation of residential development from arterial streets or to overcome specific disadvantages of topography or orientation. All residential reverse frontage lots shall have a rear yard with a minimum depth of 75 feet, measured in the shortest distance from the proposed dwelling unit to the ultimate right-of-way and shall have within such rear yard and immediately adjacent to the right-of-way a minimum 10 foot wide easement for a planting screen, fence, earth mounding, or similar screening device, across which there shall be no right of access.

3. Lot Size.

- A. The minimum lot size and width requirements are found in the Township Zoning Ordinance [Chapter 27].

4. Driveways and Off-Street Parking.

- A. Each proposed dwelling unit in a subdivision or land development shall be provided with at least two off-street parking spaces.
 - (1) In the case of single-family or two-family dwellings such off-street parking spaces shall be provided behind the street right-of-way line and may be provided in an attached or separate garage, carport or driveway.
 - (2) In the case of multiple-family dwellings such off-street parking spaces shall be provided in parking facilities located adjacent to, within or near the multiple-family dwellings. Each off-street parking space shall contain a minimum of 200 square feet. In addition, adequate aisles for maneuvering and movement of vehicles shall be provided. The grade of such parking areas shall not exceed 6%.
- B. Commercial and industrial developments shall meet the off-street parking requirements of the Township Zoning Ordinance [Chapter 27].

- C. Entrances to private driveways serving one- and two-family dwellings shall be located at least 75 feet from the point of intersection of the nearest street curb lines. Exceptions can be made where the minimum lot width is less than 75 feet.
- D. Private driveways shall have such grades as to furnish safe and convenient parking spaces and to provide a safe and convenient means of access. Grades shall not exceed 10% and driveways shall be paved when the grade exceeds 7%. Driveway grades to 14% can be approved when special consideration is given to drainage and length.
- E. Entrances to private driveways serving multiple-family dwellings shall be rounded at a minimum radius of 10 feet.
- F. Private driveway entrances shall not intersect streets at angles of less than 60° nor more than 120°.
- G. Provision shall be made at all intersections of driveways with streets to ensure adequate stormwater drainage.
- H. Each residential lot shall have its own unique private driveway. Common driveways serving two or more lots shall not be permitted.
- I. Every proposed lot or land development shall have driveway access from the street on which it fronts.
- J. The Township may require the developer to submit a final design for a driveway where driveway access is unusual or difficult. The design shall be reviewed and approved by the Township Engineer. The driveway design may be included as part of the subdivision improvements and may be included in the improvements guarantee.

(Ord. 248, 5/10/1993, §8.50)

§22-809. Sanitary Sewage Disposal.

DEP approval of the appropriate planning module shall be submitted to the Township prior to approval of the preliminary plan, sketch plan of record or final plan if a preliminary plan was not required.

(Ord. 248, 5/10/1993, §8.60)

§22-810. Water Supply.

1. The subdivider shall provide each lot or land development with a potable water supply.
2. Whenever an existing public or approved community water system is geographically and economically accessible to a proposed subdivision or land development and permission to connect thereto is secured, a distribution system shall be designed to furnish an adequate supply of water to each lot and dwelling unit with adequate main sizes and fire hydrant locations to meet the specifications of the Township and applicable codes and standards. A copy of the approval of such system by the appropriate public agency, Authority or utility company shall be submitted with the final plan. Suitable agreement shall also be established for the ownership and maintenance of such distribution system.
3. Where public or community systems are not geographically and economically accessible, and onsite sanitary sewage disposal systems are proposed to be used, a community water supply may be required by the Township is deemed necessary for the public health, safety and welfare. If such a system is provided, it shall be approved by the Pennsylvania Department of Environmental Protection, and appropriate agreements established to ensure proper and adequate maintenance shall be submitted to the Township. *[Ord. 311]*
4. Where individual onsite water system(s) are to be utilized, each lot so served shall be of a size and shape to allow safe location of such a system. The individual supply system shall be constructed in full compliance with Pennsylvania Department of Environmental Protection specifications. *[Ord. 311]*
5. Whenever approval by an Authority or the Pennsylvania Department of Environmental Protection is required for the water supply and distribution system for a proposed subdivision or land development, the subdivider shall submit a copy of such approval to the Township prior to final approval of a plan. *[Ord. 311]*
6. Whenever water is to be provided by means other than by private wells owned and maintained by the individual owners of lots within the subdivision or development, applicants shall present evidence that the subdivision or development is to be supplied by a certificated public utility, a bona fide cooperative association of lot owners, or by a municipal corporation, authority, or utility. A copy of a certificate of public convenience from the Pennsylvania Public Utility Commission or an application for such certificate, a cooperative agreement or a commitment or agreement to serve the area in question, whichever is appropriate, shall be acceptable evidence.

(Ord. 248, 5/10/1993, §8.70; as amended by Ord. 311, 6/14/2004, §1)

§22-811. Storm Drainage.

1. Storm sewers, culverts and related installations and improvements shall be provided in order to:
 - A. Permit unimpeded flow of natural water courses.
 - B. Ensure adequate drainage of all streets.
 - C. Intercept stormwater runoff along streets at intervals related to the extent and grade of the area drained.
 - D. Provide positive drainage away from onsite sewage disposal facilities and buildings.
 - E. Ensure adequate drainage at intersections of driveways with streets.
2. Where existing storm sewers are reasonably accessible and of adequate capacity, subdivisions and land developments shall, if required by the Township, connect to the existing storm sewers.
3. Stormwater runoff shall not be concentrated (directed to form a new drainage way) onto adjacent properties unless written approval is given by the adjacent property owners and the Township. When storm drainage will be directed into an adjacent municipality, all provisions for accommodating such storm drainage shall be submitted to the governing body of that municipality for review.
4. Storm drainage facilities shall be designed not only to handle the anticipated peak discharge from the property being subdivided, but also the anticipated increased runoff that will occur when all the property at a higher elevation in the same watershed is fully developed. Subdividers should consult the Township's Comprehensive Plan and Zoning Ordinance [Chapter 27].
5. Where a subdivision or land development is traversed by a watercourse, drainage way, channel or stream, there shall be provided a drainage easement conforming substantially with the line of such watercourse, drainage way, channel or stream and of such width as will be adequate to preserve the unimpeded flow of natural drainage or for the purpose of widening, deepening, relocating, improving or protecting such drainage facilities. Any changes in the existing drainage way shall be subject to the approval of the Pennsylvania Department of Environmental Protection when the Department has jurisdiction. The subdivider shall properly grade and seed slopes and fence open ditches. Areas within easements shall be kept as lawn or in natural conditions. *[Ord. 311]*
6. All drainage facilities shall be designed to adequately handle surface runoff and carry it to suitable outlets and shall be designed in accordance with the design standards in Appendix V of this Chapter.

7. All streets shall be so designed as to provide for the discharge of surface water from their rights-of-way.
8. The slope of the crown on proposed streets shall be not less than 1/4 of an inch per foot and not more than 1/3 of an inch per foot.
9. Adequate facilities shall be provided at low points along streets, at street intersections and at intermediate points where necessary to intercept runoff. Crossing gutters will not be permitted.
10. Storm sewers and approved facilities shall be installed in or along all new and existing streets, whether public or private. (*Ord. 318, 03/14/2005, §1*)

(*Ord. 248, 5/10/1993, §8.80*)

§22-812. Natural and Historic Features, Utility Easements, Erosion and Sediment Controls, Mobile Home Parks, Community Facilities.

1. Natural and Historic Features.

- A. Wherever possible, features such as historic structures and sites, large trees, rock outcroppings, wooded areas and natural water courses and bodies of water shall be preserved.

2. Utility Easements.

- A. Easements shall be provided for poles, wires, conduits, storm and sanitary sewers, gas, water and heat mains and other utility lines intended to service the abutting lots. No structures or trees shall be placed within such easements. Local utility companies shall be consulted when locating utility easements.
- B. Easements abutting street rights-of-way shall be a minimum of 10 feet in width. Other easements shall be a minimum of 20 feet in width.
- C. There shall be a minimum distance of 50 feet, measured in the shortest distance, between any proposed dwelling unit and any petroleum products or natural gas transmission line which traverses the subdivision or land development.
- D. Where gas or petroleum transmission lines are a part of the proposed development, either proposed or requiring relocation, construction shall occur within a right-of-way of 50 feet minimum and shall comply with the applicable requirements of the Pennsylvania Public Utilities Commission Regulations.

- E. Underground electric distribution lines and telephone lines shall be installed in all new subdivisions and land developments of five dwelling units or more. In existing subdivisions with five or more unimproved lots any extensions of the electric distribution lines shall be placed underground. An approved plan for the utilization of an electric distribution system shall be submitted to the Township prior to the recording of a final plan.
- F. An onsite sewage disposal system (either primary or alternate) servicing a residential lot shall be located entirely on the lot where the residence is placed. *[Ord. 287]*

3. **Erosion and Sediment Controls.**

- A. Land shall not be developed or changed by grading, excavating or by the removal or destruction of the natural topsoil, trees or other vegetative cover unless adequate provisions for minimizing erosion and sedimentation are provided.
- B. A plan for erosion and sediment control shall be prepared by the subdivider or the plan shall contain a statement that no earth moving activities shall begin until a lot specific erosion and sediment control plan is prepared. The suitability of the statement relative to the subdivision shall be determined by the Township. The plan shall meet all requirements of the Berks County Conservation District and the Pennsylvania Department of Environmental Protection and be approved by the Berks County Conservation District, the Township, and the Pennsylvania Department of Environmental Resources, as required. *[Ord. 311]*
- C. The following guidelines shall be applied as needed in developing erosion and sediment control measures:
 - (1) Stripping of vegetation, grading, filling, excavating or other alteration of the landscape shall be kept to a minimum and shall be done in such a way that will minimize erosion.
 - (2) Whenever feasible, natural vegetation shall be retained, protected and supplemented.
 - (3) The disturbed area and the duration of exposure shall be kept to a practical minimum.
 - (4) Disturbed soils shall be stabilized as quickly as practicable.
 - (5) Temporary vegetation and/or mulching shall be used to protect exposed critical areas during development.

- (6) The permanent vegetation and mechanical erosion control and drainage measures shall be installed as soon as practical in the development.
 - (7) Provisions shall be to effectively accommodate the increased runoff caused by changed soil and surface conditions during and after development. Where necessary, the rate of surface water runoff shall be mechanically retarded.
 - (8) Until disturbed areas are stabilized, sediment in runoff water shall be trapped by the use of debris basins, sediment basins, silt traps or similar measures.
- D. The following guidelines shall be applied as needed in excavation and fills as part of erosion and sediment controls:
- (1) All lots, tracts or parcels shall be graded to provide positive drainage away from buildings, without ponding.
 - (2) Grading and cut-fill operations shall be kept to a minimum to insure conformity with the natural topography, to minimize the erosion hazard and to adequately handle surface runoff.
 - (3) Natural drainage patterns shall be preserved wherever possible and desirable.
 - (4) Adequate provisions shall be made to prevent surface water from damaging the cut face of excavations and the sloping surfaces of fills.
 - (5) Cut and fills shall not endanger adjoining property.
 - (6) Fill shall be placed and mechanically compacted to minimize sliding and erosion of the soil.
 - (7) Fills shall not encroach on natural water courses, floodplains or constructed channels.
 - (8) Grading shall not be done in such a way so as to divert water onto to the property of another landowner without the expressed consent of the Township Supervisors and the adjoining landowner.
 - (9) During grading operations, necessary measures for dust control shall be exercised.
 - (10) Grading equipment shall not cross live streams. Provisions shall be made for the installation of culverts or bridges after DEP approval.

4. **Standards for Mobile Home Parks.**

- A. Mobile home parks shall be considered land developments and shall comply with all the design standards and specifications found in the Appendices of this Chapter, and with the requirements of the Township Zoning Ordinance [Chapter 27].
- B. The submission, review, approval or disapproval and recording of any mobile home park shall be in accordance with the provisions of Parts 1, 2 and 3 of this Chapter.
- C. The plan of any mobile home park shall comply with the requirements stated in Part 1, 2 and 3 of this Chapter.
- D. All mobile home parks shall comply with all the requirements of mobile home parks as may be listed in the Township Zoning Ordinance [Chapter 27] and other Township ordinances and regulations. In addition, all mobile home parks shall comply with all requirements established for mobile home parks by the Commonwealth of Pennsylvania.

5. **Compliance With Township Zoning Ordinance** [Chapter 27]. All subdivisions and land developments shall be designed to meet the requirements of the Township's Zoning Ordinance [Chapter 27].

6. **Community Facilities.**

- A. In reviewing subdivision and land development plans, the Township shall consider the adequacy of existing or proposed community facilities to serve the additional dwellings proposed by the subdivision or land development.
- B. Areas provided or reserved for such community facilities should be adequate to provide for building sites, landscaping and off-street parking as appropriate to the use proposed. Such areas should be located in a manner to best serve the public likely to use the same and to utilize, to the greatest degree, any existing desirable topographical features.

7. **Emergency Access.** For all subdivisions and land developments for which only one means of ingress and egress is proposed, the Township may require, where feasible and deemed necessary in the public interest, the provision of an alternate means of ingress and egress which could be used by emergency vehicles if the primary means of ingress and egress were rendered unusable. The alternate means of ingress and egress shall be of such width and improved to such an extent to be usable by emergency vehicles and shall not be used for structures or landscaping.

8. Solid Waste Management.

- A. To ensure incorporation of adequate provision for solid waste management practices in the design of land developments and subdivisions, the following minimum requirements shall be contained on development plans.
- (1) The location, size and type of bulk storage containers shall be shown and shall be adequate to contain all wastes generated between collections.
 - (2) All bulk storage containers shall be located to permit efficient use of collection equipment and to permit maneuverability of such equipment.
 - (3) All bulk storage containers shall be appropriately screened from view.
 - (4) A statement of the method and frequency of refuse collection to be used shall be included on the plan.
- B. Where no bulk storage is proposed and individual households are expected to individually establish appropriate collection service, a statement shall be shown on the plan which advises that solid waste storage and collection is an individual household responsibility.
- C. In subdivisions or land developments located in areas presently served by a municipal collection or municipal contract collection system, and for which no bulk storage methods are proposed, a statement indicating the availability of an existing solid waste collection system maybe shown on the plan in lieu of information required in §22-812(8)(A) or (B) of these regulations.

9. Lighting Requirements and Design Standards. In order to promote the safety of persons and the security of property, to protect drivers and pedestrians from non-vehicular light sources which shine into their eyes and thereby impair safe traverse (disabling glare) and to protect neighbors from light sources which create a nuisance (“nuisance glare”), the following are the minimum standards for the provision of lighting in outdoor public places:**A. Applicability.**

- (1) Outdoor lighting shall be required for safety and personal security in areas of public assembly and traverse for multiple family residences, developments where lot sizes are 20,000 square feet or smaller, as well as municipal, commercial, industrial and institutional uses where there is outdoor public activity during hours of darkness.
- (2) The Board of Supervisors may require that lighting be incorporated for other uses or locations as they deem necessary.

- (3) The glare control requirements of this Section apply to all uses, including residential.

B. Criteria.

- (1) **Illuminate Levels.** Illumination, where required by this Section, shall have intensities and uniformity ratios in accordance with the current recommended practices of the Illumination Engineering Society of North America.
- (2) **Fixture Design.** Lighting fixtures shall be of a type and design appropriate to the application and aesthetically acceptable to the Board of Supervisors.
- (3) **Control of Nuisance and Disabling Glare.**
 - (a) Outdoor lighting, whether or not required by this Section, whether on private, commercial, industrial, municipal or institutional property shall be designed, installed and maintained in a manner which does not present a disabling glare hazard to drivers or pedestrians and all reasonable means shall be taken to prevent the projection of nuisance glare onto neighboring properties.
 - (b) The Board of Supervisors, as they deem appropriate, may require that lighting be controlled by automatic timing devices to extinguish offending sources during specified periods to mitigate glare consequences.
 - (c) Proper fixture selection and application shall serve as the primary glare control means rather than such screening methods as vegetation and fences.
- (4) **Installation.**
 - (a) Lighting fixtures shall not be mounted in excess of the maximum permitted building height for the district.
 - (b) Electrical feeds to lighting standards shall be run underground, not overhead.
 - (c) Lighting standards in parking areas shall be placed a minimum of 5 feet outside the paved lot area or 5 feet behind perimeter tire stop locations or mounted on concrete pedestals at least 30 inches high above the pavement or protected by other acceptable means.

- (5) **Maintenance.** Lighting fixtures used for safety and security lighting shall be maintained in proper working order so as to always meet the requirements of this Section.
 - (6) **Lighting Plan Submission.** Lighting plans submitted for review and approval for subdivision and land development applications shall include a layout of proposed fixture locations, footcandle data that demonstrate conforming intensities and informities and a description of the equipment, glare control devices, lamps, mounting heights, hours of operation and mounting methods proposed and proposed maintenance program.
- C. **Lighting.** The lighting standards, poles, fixtures and apparatus required by this Section shall be in addition to any similar requirements established in other applicable codes (e.g., International Building Code, International Property Maintenance Code [Chapter 5] and others).
- D. **Dedication of Improvements.** Upon the completions of any public improvements shown on an approved final plan, the Board of Supervisors may accept such improvements for dedication. Applicant shall be responsible for all costs incurred in the placement and operation of the improvements up until the date of acceptance by the Board of Supervisors of the offer of dedication by deed or otherwise.

[Ord. 287]

(Ord. 248, 5/10/1993, §8.90; as amended by Ord. 287, 2/12/2001, §§6, 7; and by Ord. 311, 6/14/2004, §1)

PART 9**IMPROVEMENT SPECIFICATIONS****§22-901. General Requirements.**

1. Physical improvements to the property being subdivided or developed shall be provided, constructed, and installed as shown on the record plan and all supplemental plans and drawings accompanying the approved final plan, in accordance with the requirements of the Township.
2. The subdivider shall agree with the Township as to the installation of all improvements shown on the plan and required by this Chapter and shall execute and file a Subdivision and Improvements Agreement in a form required by the Township. [Ord. 311]
3. All improvements installed by the subdivider shall be constructed in accordance with the applicable design specifications of the Township, or where none apply, as prepared by the Township Engineer. Where required, the specifications of the applicable State agency shall be used.
4. Supervision of the installation of improvements required by §22-902 shall be the responsibility of the Township or the appropriate State regulatory agency at the expense of the owner or developer.

(Ord. 248, 5/10/1993, §9.10; as amended by Ord. 311, 6/14/2004, §1)

§22-902. Required Improvements.

The following improvements shall be provided by the subdivider:

- A. **Street Grading.** All streets shall be graded at full right-of-way width. All portions of street rights-of-way not included within street cartways shall be graded at a slope no steeper than 2:1.
- B. **Cartway Paving.** All new and existing streets shall be paved to full cartway width in accordance with the Township standards of this Chapter. *(Ord. 318, 03/14/2005, §2)*
- C. **Curbs.** Curbs shall be installed on both sides of all proposed and existing streets. Curbs, where installed, shall be of the vertical type, and shall be constructed in accordance with Township specifications. Regardless of whether or not curbs are installed, storm water management for streets shall be in accordance with the requirements of Appendix V of this Chapter. *(Ord. 318, 03/14/2005, §2)*

C. Sidewalks.

- (1) Sidewalks with a minimum width of four (4) feet, but meeting all requirements of applicable Township specifications and regulations, shall be installed on both sides of all existing and proposed streets, whether public or private. *(Ord. 318, 03/14/2005, §2)*
- (2) In all cases where sidewalks are required, curbs shall also be required. Curbs shall be installed in accordance with §22-902(C).

D. Storm Sewers.

- (1) Storm sewers and related facilities shall be installed consistent with acceptable design principles and the standards contained in Section 22-811 and Appendix V of this Chapter.
- (2) Storm sewers shall be installed in or along all new and existing streets, whether public or private.

(Ord. 318, 03/14/2005, §2)

E. Sanitary Sewage Disposal.

- (1) Sanitary sewage disposal systems shall be provided consistent with the requirements contained in §22-809 of this Chapter.
- (2) Whenever individual onsite sanitary sewage disposal systems are utilized, the subdivider shall either install such facilities or shall require (by deed restriction or otherwise) as a condition of the sale of each lot or parcel within the subdivision that such facilities shall be installed by the purchaser of such lot or parcel at the time that a principal building is constructed.
- (3) If individual onsite systems are not used, the subdivider shall provide a community or public sanitary sewage disposal system. The design and installation of all systems shall be subject to the approval of the Township and the applicable public agencies. A community sewage disposal system shall be subject to satisfactory provisions for the maintenance thereof.

F. Water Supply.

- (1) Water supply system(s) shall be provided consistent with the requirements of §22-810 of this Chapter
- (2) Where the subdivider proposes that onsite water supply systems shall be utilized within the subdivision, the subdivider shall either install such facilities or shall require (by deed restriction or otherwise) as a condition of the sale of each lot or parcel that the facilities shall be installed by the purchaser of such lot or parcel at the time that a principal building is constructed.
- (3) If individual onsite water supply systems are not used, the subdivider shall supply a community or public water distribution system. The design and installation of public and community water distribution systems shall be subject to the approval of the Township and the applicable public agencies or private companies. A community water distribution system shall be subject to satisfactory provisions for the maintenance thereof.

G. Fire Hydrants. Wherever a public or community water distribution system is provided, fire hydrants shall be installed within 400 feet of all existing and proposed structures, measured by way of accessible streets.

H. Monuments.

- (1) Permanent stone, concrete or iron pipe encased in concrete monuments shall be accurately placed at the intersection of all lines forming angles in the boundary of the subdivision or land development and at changes in direction of lines in the boundary of the property.
- (2) All monuments shall be placed by a professional land surveyor so that the center of the monument coincides exactly with the point of intersection of the lines being monumented.
- (3) Monuments shall be set with their top level with the finished grade of surrounding ground, except:
 - (a) Monuments which are placed within lines of existing or proposed sidewalks shall be so located (preferably beneath the sidewalks) that their tops will not be affected by lateral movement of the sidewalk. Where monuments are located beneath a sidewalk, proper access shall be provided for their use.

- (b) Where the land will be farmed, monuments shall be 18 inches below the surface.
- (4) All streets shall be monumented on the 5 feet range line at the following locations:
 - (a) At least one monument at each street intersection.
 - (b) At changes in direction of street lines, excluding curb arcs at intersections.
 - (c) At each end of each curved street line, excluding curb arcs at intersections.
 - (d) At intermediate points wherever topographical or other conditions make it impossible to site between two otherwise required monuments, intermediate monuments shall be placed.
 - (e) At such other places along the line of streets as may be determined by the Township to be necessary so that any street may be readily defined in the future.
- I. **Street Signs.** Street name signs shall be installed at all street intersections. The design and placement of such signs shall be subject to the approval of the Township the cost of which shall be borne by the subdivider.
- J. **Markers.** Metal markers shall be accurately placed at all lot corners prior to sale of lots.
- K. **Street Lights.** In accordance with the conditions to be agreed upon by the subdivider, the Township, and the appropriate public utility, street lights shall be installed in all subdivisions and land developments. The developer shall be responsible for providing utility easements for street lighting installation upon consultation with the public service utility company involved.
- L. **Erosion and Sediment Control Measures.** Installations necessary to implement the erosion and sediment control plan shall be made by the subdivider as required improvements.
- M. **Application of Landscaping Requirements.**
 - (1) All Subdivision and Land Development Plans shall include a Landscaping Plan prepared by a Registered Landscape Architect. Required open space and disturbed portions of a lot not covered by buildings, drives, parking areas or other structures shall be planted fully in a mix of trees, shrubs and ground cover. (*Ord. 318, 03/14/2005, §2*)

(2) **Required Landscape Buffering.**

- (a) Where required, a buffer strip shall be provided along property lines so as to provide protection to adjacent properties.
- (b) Buffering shall be provided for all uses in the I Zoning District where they abut any other Zoning District, and shall be provided for all uses in an HOB Zoning District where they abut any residential zoning.
- (c) Buffer strips shall be free from structures, accessory buildings, signs, driveways, parking areas, outdoor storage areas, recreation facilities or other activity areas.
- (d) Buffer strips shall be landscaped attractively, and shall be planted with trees, shrubs, plants and ground cover and grass lawns in accordance with approved Landscaping Plans.
- (e) Buffering may be combined with landscape screening where appropriate.

(Ord. 318, 03/14/2005, §2)

(3) **Required Trees.** The number of trees required shall be determined by computing the trees required for street frontage, for parking areas and for landscaped open space areas and by then adding the results. When the sum results in a fraction, the fraction shall be rounded to the next higher whole number.

- (a) Shade trees shall be provided along street frontage in accordance with the following:
 - 1) Lot width of less than 40 feet, one tree minimum.
 - 2) Lot width of between 40 feet and 49 feet, two trees.
 - 3) Lot width of 60 feet or more, three trees minimum, with one tree required for every 50 feet of street frontage with average spacing of not more than 50 feet.
- (b) Off-street parking areas that provide parking for five or more vehicles shall be provided with shade trees that shall be uniformly distributed within the interior of the parking area in quantity equal to not fewer than one 2" to 3 inch caliper shade tree for every five parking spaces, subject to the provisions of this Section, except that no trees shall be provided for parking areas located in an I Zoning District.

- (c) Shade trees and/or decorative trees shall be provided in landscaped open space as follows:
- 1) For single-family attached dwellings and single-family semi-detached dwelling one tree for each 1,600 square feet of lot area.
 - 2) For single-family, detached dwelling and two-family detached dwelling, one tree for each 2,000 square feet of lot area.
 - 3) For multifamily dwellings of more than two dwelling units, convalescent homes and rooming, boarding or tourist homes, one tree for each 1,800 square feet of required landscaped open space and one tree for each 2,200 square feet of landscape open space in excess of the required minimum.
 - 4) For business, industrial, institutional and other nonresidential uses, one tree for each 2,000 square feet of required landscaped open space and one tree for each 3,000 square feet of landscaped open space in excess of the required minimum.
- (d) All trees required by this Section shall be at least twelve (12) feet high when planted, and shall be maintained in a healthy condition. All shade trees required by this Section shall be a minimum caliper of two and one-half (2½) to three (3) inches as measured six (6) inches above the ground, shall be symmetrical in shape, shall have a trunk that is clean and straight without branches for a distance of eight (8) feet above the ground, and shall be of a species to be approved by the Planning Commission. Trees shall not be pruned in such manner as to prevent growth to a height of at least fifteen (15) feet. When new trees are otherwise required, existing trees having a height of at least twelve (12) feet may be counted as required trees if the earth under their branches remains undisturbed.
(Ord. 318, 03/14/2005, §2)
- (e) Any tree, shrub, ground cover, grass, lawn, plant, fence or berm required under this Section that is removed for any reason must be replaced in accordance with this Section.
- (4) **Landscaping for Billboards.** The land between any billboard and its facing right-of-way must be planted and maintained with an approved ground cover not to exceed 2 feet in height. The area to be planted shall be from the rear most portion of the billboard structure to the cartway limit, extending 1,000 feet (measured parallel to the cartway limit) each way from the billboard or to any intervening lot line,

whichever occurs first.

[Ord. 287] (Ord. 248, 5/10/1993, §9.20; as amended by Ord. 287, 2/12/2001, §8)

PART 10**ADMINISTRATION AND AMENDMENT****§22-1001. Fees.**

1. The Township Supervisors shall establish by resolution a schedule of fees to be paid by the subdivider. The schedule of fees shall be obtainable from the Township Secretary. No final plan or sketch plan of record shall be approved unless all fees have been paid in full.
2. **Modifications.**
 - A. The provisions of this Chapter are intended as minimum standards for the protection of the public health, safety and welfare. The Township Supervisors may modify these provisions in individual cases, provided that such modification shall not have the effect of nullifying the intent and purpose of this Chapter. If the literal compliance with any mandatory provisions of this Chapter is demonstrated to a majority of the Township Supervisors present at a prescheduled public meeting to be unreasonable, or to cause undue hardship, the Township Supervisors may grant a modification if it will not be contrary to the public interest.
 - B. No changes, erasures, modifications or revisions shall be made in any plan of a subdivision or land development after the plan has been endorsed by the Supervisors, unless the plan is first resubmitted to and approved by the Township Supervisors in accordance with the provisions of this Chapter.
3. **Challenges.**
 - A. Any person desiring to challenge the validity of any provision of this Chapter or any amendment thereof shall make such challenge as prescribed by law.
 - B. Any person aggrieved by action of the Township Supervisors may appeal the action as prescribed by law.
4. **Penalties.**
 - A. No lot, parcel or dwelling unit in a subdivision or land development shall be sold, no permit to erect any building upon land in a subdivision or land development shall be issued and no buildings shall be erected in a subdivision or land development until a final plan or sketch plan of record of such subdivision or land development shall have been approved and properly recorded and until improvements have been either constructed or guaranteed.

- B. Any person, partnership or corporation who or which has violated the provisions of this Chapter shall, upon being found liable therefore in a civil enforcement proceeding commenced by the Township Supervisors, pay a judgment of not more than \$1000, plus all court costs, including reasonable attorney's fees incurred by the Township as a result thereof. Each day that a violation continues shall constitute a separate violation, unless the district justice determining that there has been a violation further determines that there was a good faith basis for the person, partnership or corporation violating the 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 dates of the determination of a violation by the district justice; and, therefore, each day that a violation continues shall constitute a separate violation. *[Ord. 311]*
- C. Nothing herein shall prevent the Township from taking such other action necessary to prevent or remedy any violation.
- D. The Township may refuse to issue any permit for construction or other type improvement including any required occupancy permit with respect to a lot, tract or parcel of land which has been subdivided, sold, leased or transferred not in compliance with 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.
5. **Keeping of Records.** The Township Planning Commission and the Township Supervisors shall keep a record of their findings, decisions and recommendations relative to all subdivision and land development plans filed for review. Such records shall be available to the public for review.
6. **Responsibility.** The subdivider shall be responsible for observing the procedures established in this Chapter and for submitting all plans and documents as may be required.

7. **Conflicts.**
 - A. Whenever there is a difference between the minimum standards specified herein and those included in other official Township regulations the more stringent requirements shall apply and are not hereby repealed.
 - B. All existing chapters or parts of chapters which are contrary to the provisions of this Chapter are hereby repealed to the extent necessary to give this Chapter full force and effect (except as noted in §22-1001(7)(A)).
8. **Revision and Amendment.** The Township Supervisors may amend this Chapter. Any amendments shall be made in accordance with the procedures established by law.

(Ord. 248, 5/10/1993, §10.10; as amended by Ord. 287, 2/12/2001, §9; and by Ord. 311, 6/14/2004, §1)

PART 11**DEFINITIONS****§22-1101. Definitions.**

1. Part 11 attempts to clarify by definition terminology used within and in relationship to this Chapter.
 - A. Unless otherwise expressly stated the following terms shall, for the purpose of these regulations, have the meaning indicated.
 - B. Words in the singular include plural and those in the plural include the singular.
 - C. Words used in the present tense include the future tense.
 - D. Words “person”, “subdivision”, “owner” and “developer” include a corporation, incorporated association and a partnership, or other legal entity, as well as an individual.
 - E. The word “building” includes structures and shall be construed as if followed by the phrase “or part thereof”.
 - F. The word “watercourse” includes channel, creek, ditch, dry run, spring, stream and river.
 - G. The words “should” and “may” are permissive; the words “shall”, “must” and “will” are mandatory and directive.
2. Other terms or words used herein shall be interpreted or defined as follows:

ABSORPTION - a system of pipes laid in stone to distribute sewage effluent into the soil for absorption.

ALLEY - see “service street”.

BLOCK - an area bounded by three or more streets.

BUILDING - any combination of materials forming any structure which is erected on the ground and permanently affixed thereto, designed, intended or arranged for the housing, sheltering, enclosure or structural support of persons, animals or property of any kind.

BUILDING RESERVE (SETBACK) LINE - the line within a property defining the minimum required distance between any building to be erected and an adjacent right-of-way. Such line shall be measured at right angles from the front street right-of-way line which abuts the property upon which said building is located and shall be parallel to said right-of-way line.

CARTWAY (ROADWAY) - the portion of a street right-of-way, paved or unpaved, intended for vehicular use.

CLEAR SIGHT TRIANGLE - an area of unobstructed vision at street intersections defined by lines of sight between points at a given distance from the intersection of the street center lines.

COMMISSION - the Planning Commission of the Township of Oley, Berks County, Pennsylvania.

COMMON PARKING AREA - a parking facility other than those provided within the lot lines of a lot on which one single-family detached dwelling, one single-family semidetached dwelling, one townhouse, one two-family detached dwelling or one two-family semidetached dwelling is located.

COUNTY - the County of Berks, Commonwealth of Pennsylvania.

COUNTY PLANNING COMMISSION - the Planning Commission of the County of Berks, Commonwealth of Pennsylvania.

DEEP PROBE - see "soil probe".

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.

DWELLING UNIT - any structure, or part thereof, designed to be occupied as living quarters as a single housekeeping unit not including hotel or motel rooms designed for transient use.

EASEMENT - a right-of-way granted, but not dedicated, for limited use of private land for a public or quasi-public purpose, and within which the owner of the property shall not erect any permanent structure, but shall have the right to make any other use of the land which is not inconsistent with the rights of the grantee.

ENDORSEMENT - the application of the County Planning Commission's appropriate stamp and the signature of the Executive Director to the final plan. The application of the signatures of at least a majority of the Township Supervisors and the Township Seal to the plan.

ENGINEER - a licensed professional engineer registered by the Commonwealth of Pennsylvania.

GRADE - the inclination, with the horizontal, of a road, unimproved land, etc., which is generally expressed by stating the vertical rise or fall as a percentage of the horizontal distance.

IMPROVEMENTS - those physical additions and changes to the land that may be necessary to produce usable and desirable lots.

IMPROVEMENTS GUARANTEE - any security which is accepted by the Township to guarantee that certain improvements will be made within the subdivision or land development, including performance bonds, escrow agreements and any other collateral or surety agreements.

LAND DEVELOPMENT - any of the following activities:

- (1) 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 group or other features.
- (2) A subdivision of land.
- (3) Except that the following are excluded from the definition of land development:
 - (a) The conversion of an existing single-family detached dwelling or single-family semidetached dwelling into not more than three residential units, unless such units are intended to be a condominium.
 - (b) The addition of an accessory farm building on a lot or lots subordinate to an existing principal building.

LANDOWNER - 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 landowner or other person having a proprietary interest in land, shall be deemed to be a landowner for the purpose of this Chapter.

LOT (PARCEL) - an area of land intended for transfer of ownership, use, development or improvement. Lot shall also mean parcel, plot, site or any similar term.

LOT AREA - the area contained within the property lines of a lot (as shown on the plan) excluding space within all street rights-of-way.

MAINTENANCE GUARANTEE - a guarantee by the subdivider that he shall maintain all improvements in good condition for a period of 1 year after completion of construction and installation of all such improvements.

MARKER - a metal pipe or pin of at least 3/4 inch in diameter and at least 24 inches in length.

MOBILE HOME PARK - a parcel of land under single ownership which has been planned and improved for the placement of two or more mobile homes for nontransient use.

MONUMENT - a stone or concrete monument with a flat top at least 4 inches in diameter or square, containing a copper or brass dowel (1/4" drill hole) and at least 30 inches in length. It is recommended that the bottom sides or radius be at least 2 inches greater than the top, to minimize movements caused by frost. An iron pin at least 30 inches in length with the bottom encased in concrete to a minimum depth of 12 inches is considered a monument.

MULTIPLE DWELLING BUILDING - a building providing separate dwelling units for three or more families.

MUNICIPALITY - Township of Oley, Berks County, Pennsylvania.

PERCOLATION TEST - a field test conducted to determine the suitability of the soil for onsite sanitary sewage disposal facilities by measuring the permeability of the soil at a given location and depth.

PLAN, FINAL - a complete and exact subdivision or land development plan (including all required supplementary data), prepared for official recording to define property rights and proposed streets and other improvements.

PLAN, PRELIMINARY - a tentative subdivision or land development plan (including all required supplementary data), in lesser detail than a final plan, showing, among other things, topographical data and approximate proposed street and lot layout as a basis for consideration prior to preparation of a final plan.

PLAN, RECORD - the copy of the final plan which contains the original endorsements of the County Planning Commission and the Township Supervisors and which is intended to be recorded with the County Recorder of Deeds.

PLAN, SKETCH - a tentative plan drawn to approximate scale, indicating salient existing features of the tract and showing approximate street and lot layout as a basis for consideration, prior to preparation of preliminary plan.

PLAN, OFFICIAL - the Comprehensive Development Plan and/or Master Plan and/or Future Land Use Plan and/or Ultimate Right-of-Way Plan and/or Official Map and/or Topographical Survey and/or other such plans, or portions thereof, as may have been adopted pursuant to statute.

PLANNING COMMISSION - Oley Township, Berks County, Planning Commission.

PLANNING MODULE - a planning document required by Pa DEP for all new land developments including residential, commercial or industrial subdivisions, that will result in the need for a permit to dispose of sewage by public sewers or onlot disposal systems. Planning modules are completed by the subdivider with assistance from the Sewage Enforcement Officer and are submitted to the Township Secretary. The Township is responsible for submitting the completed modules to Pa DEP. *[Ord. 311]*

PLAT - a map or plan of a subdivision or land development, whether preliminary or final.

RESERVE STRIP - a parcel of ground in separate ownership separating a street from other adjacent properties, or from another street, either proposed or existing.

RESUBDIVISION - any replatting or resubdivision of land, limited to changes in lot lines on the approved final plan or recorded plan. Other plattings shall be considered as constituting a new subdivision of land. See "subdivision".

REVERSE FRONTAGE LOT - a lot extending between and having frontage on two generally parallel streets, excluding service streets, with vehicular access solely from one street.

RIGHT-OF-WAY - the total width of any land reserved or dedicated as a street, alley, crosswalk or for other public or semipublic purposes.

SANITARY SEWAGE DISPOSAL, ONSITE - any structure designed to treat sanitary sewage within the boundaries of an individual lot.

SANITARY SEWERAGE SYSTEM, COMMUNITY - a sanitary sewage collection system in which sewage is carried from individual lots by a system of pipes to a temporary central treatment and disposal plant, generally serving a neighborhood area.

SANITARY SEWERAGE SYSTEM, 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, generally not confined to one neighborhood.

SEPTIC TANK - a watertight receptacle which receives sewage or industrial waste and is designed and constructed to provide for sludge storage and decomposition and to separate solids from the liquid, through a period of detention before allowing the liquid to be discharged.

SEWAGE ENFORCEMENT OFFICER - the official of the local agency who being certified by the State Board for Certification of Sewage Enforcement Officers, issues and reviews permit applications and conducts such investigations and inspections as are necessary to implement Act 537, (Pa. Sewage Facilities Act), and the rules and regulations thereunder.

SIGHT DISTANCE - (Safe Stopping Sight Distance, SSSD). The distance required by a driver traveling at a given rate of speed to stop the vehicle after an object on the roadway becomes visible to the driver.

SKETCH PLAN OF RECORD - a simplified plan for recording which is not preceded by a preliminary plan. A sketch plan of record is permitted for certain plans that are exempted from standard procedures, as specified in Part 7 of this Chapter.

SOIL PROBE - a field test conducted to determine the suitability of the soil conditions for onsite sanitary sewage disposal facilities by observing the soil types and the depth to any limiting zone that would restrict the passage or renovation of waste water.

STREET - a strip of land, including the entire right-of-way (i.e., not limited to the cartway) to provide access to more than one lot and intended to be used by vehicular traffic or pedestrians. The word "street" includes street, avenue, boulevard, road, highway, freeway, parkway, lane, alley viaduct and other ways used or intended to be used by vehicular traffic or pedestrians whether public or private. Streets are further classified according to the function they perform:

ARTERIAL STREET - a street serving a large volume of comparatively high-speed and long-distance traffic.

COLLECTOR STREET - a street which intercepts minor streets to provide a route to give access to community facilities and/or other collector and arterial streets. Generally, streets in industrial and commercial subdivisions shall be considered collector streets.

CUL-DE-SAC STREET - a minor street intersecting another street at one end and terminating in a vehicular turnaround at the other end.

TEMPORARY CUL-DE-SAC STREET - a street for which clear and concrete plans exist for extension within a period of time satisfactory to the Board of Supervisors. All other cul-de-sacs shall be considered permanent.

HALF (PARTIAL) STREET - a street, generally parallel and adjacent to a property line, having a lesser right-of-way width than normally required for improvement and use of the street.

MARGINAL ACCESS STREET - a minor street parallel and adjacent to an arterial street, but separated from it by a reserve strip, which provides access to abutting properties and control of intersections with the arterial street.

MINOR STREET - a street used primarily to provide access to abutting properties or buildings.

PRIVATE STREET - a minor street not offered for dedication. Private streets receive no municipal services.

SERVICE STREET (ALLEY) - a minor right-of-way providing secondary vehicle access to the side or rear or two or more properties.

STRUCTURE - any man-made object having an ascertainable stationary location on or in land or water, whether or not affixed to the land.

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

SUBDIVISION - the division or redivision 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 lot development; provided however, that the subdivision by lease of land for agricultural purposes into parcels of more than ten acres, not involving any new street or easement of access or any residential dwelling, shall be exempted. The term subdivision shall refer, as appropriate in this Chapter, to the process of subdividing land or to the land proposed to be subdivided. The term subdivision includes resubdivision.

SUPERVISORS - Board of Supervisors of the Township of Oley, Berks County, Pennsylvania.

SURVEYOR - a professional land surveyor registered by the Commonwealth of Pennsylvania.

TOWNSHIP - The Township of Oley, Berks County, Pennsylvania.

TOWNSHIP PLANNING COMMISSION - the Planning Commission of the Township of Oley, Berks County, Pennsylvania.

TOWNSHIP SECRETARY - the Secretary of the Township of Oley, Berks County, Pennsylvania or his representative.

TOWNSHIP SUPERVISORS - Board of Supervisors of the Township of Oley, Berks County, Pennsylvania.

WATER DISTRIBUTION SYSTEM, COMMUNITY - a system for supplying and distributing water from a common source to two or more dwellings and/or other buildings within a single neighborhood.

WATER DISTRIBUTION SYSTEM, ONSITE - a system for supplying and distributing water to a single dwelling or building from a source located on the same lot.

WATER DISTRIBUTION SYSTEM, PUBLIC - a system for supplying and distributing water from a common source to dwellings and other buildings, but generally not confined to one neighborhood.

APPENDIX I

CERTIFICATION OF OWNERSHIP AND ACKNOWLEDGMENT OF PLAN

The following certification, in the wording shown, must be labeled and completed on the final plan or sketch plan of record:

Commonwealth of Pennsylvania

County of _____

On this, the ____ day of _____, 2____, before me, the undersigned officer, personally appeared _____, who being duly sworn according to law, deposes and says that he/she is the _____ (1) _____, of the property shown on this plan, that the subdivision plan thereof was made at his/her direction, and that he/she acknowledges the same to be his/her act and plan _____ (2) _____.

_____ (3)

_____ (4)
_____ (5)

_____ (6)
_____ (7)

My Commission Expires: _____

- (1) Insert either: Owner
Equitable Owner
President of the (name of corporation) which is the owner
- (2) Whenever applicable insert: and desires the same to be recorded as such according to law
- (3) Where necessary, signature of secretary of corporation
- (4) Signature of individual, of partners, or of president of corporation
- (4) If necessary, corporate seal
- (6) Signature and
- (7) Seal of notary public or other officer.

APPENDIX II

CERTIFICATION OF ACCURACY

The following certification in the wording shown, must be labeled and completed on the final plan or sketch plan of record:

CERTIFICATION OF ACCURACY

I hereby certify that the plan shown and described hereon, as well as all drawings bearing my seal, are true and correct to the accuracy required on the Oley Township Subdivision and Land Development Ordinance, and were prepared by me or under my direction and for which I accept full responsibility. The monuments and markers shown on the plan have accurately placed.

(2)

_____, _____ (1) _____

(1) Signature of the professional land surveyor responsible for the preparation of the plan.

(2) Apply seal of the professional land surveyor.

APPENDIX III

CERTIFICATE OF MUNICIPAL APPROVAL

The approval of the final plan or sketch plan of record by each municipality in which the subdivision is located must be indicated on the Record Plan, in substantially the following form:

At a meeting held on _____, _____, the Board of Supervisors of the Township of Oley, by resolution duly enacted, approved the subdivision plan of the property of _____ (1) _____, as shown hereon.

_____ (2) _____

_____ (3)

- (1) insert name of property owner
- (2) signatures of the Township Supervisors
- (3) municipal seal

APPENDIX III

CERTIFICATE OF MUNICIPAL APPROVAL

The approval of the final plan or sketch plan of record by each municipality in which the subdivision is located must be indicated on the Record Plan, in substantially the following form:

At a meeting held on _____, _____, the Planning Commission of the Township of Oley approved the subdivision plan of the property of _____ (1), as shown hereon.

(2)

- (1) insert name of property owner
- (2) signatures of the Planning Commission

APPENDIX IV**DETERMINATION OF FLOODPLAINS**

For all subdivisions and land developments to be reviewed according to the procedures set forth in this Ordinance, all floodplain areas shall be shown on all subdivision and land development plans. Floodplain areas shall be determined using the methods set forth below, provided that when 100 year floodplains have been calculated and mapped by the Federal Emergency Management Agency (FEMA) as part of the National Flood Insurance Program, that mapping shall be used. The Township should be consulted as to the availability of floodplain maps.

A. Hydrologic Criteria For Estimating Peak Rates of Runoff

1. For streams whose drainage area at the point(s) in question is less than one and one-half (1-1/2) square miles, the Soil-Cover Complex Method (TR-55, U.S. Soil Conservation Service) shall be used for estimating peak rates of runoff. The design flood frequency shall be one hundred (100) years.
2. Drainage areas between one and one-half (1-1/2) and one hundred fifty (150) square miles.
 - a. For streams whose drainage area at the point(s) in question is less than 1½ square miles, the Soil-Cover Complex Method (TR-55, U.S. Soil Conservation Service) shall be used for estimating peak rates of runoff. The design flood frequency shall be 100 years.
 - (1) The return period established as a design criterion on 100 years.
 - (2) The risk factor to be used is 0.67.
 - (3) If runoff estimates are made for watershed with manmade controls such as diversion or storage reservoirs or for watersheds with extensive lakes, swamps or excessive floodplain storage, etc., an adjustment to the estimates of flood discharges is required and the Township Engineer shall be consulted as to what adjustment are necessary.
3. Drainage areas larger than 150 square miles.
 - a. For streams whose drainage area at the point(s) in question is larger than 150 square miles, the method to be used in estimating peak rates of runoff is that outlined in Pennsylvania Department of Transportation Design Manual, Part 2.

B. Hydraulics of Flow

1. The floodplain shall be determined by using the Manning Formula to calculate the waterway area required to convey the design flow. (Refer to Manual of Engineering Practice No. 37, American Society of Civil Engineers, Chapter V).

All calculations are subject to the review and approval of the Township Engineer.

APPENDIX V**STORMWATER MANAGEMENT****SECTION 1. PLAN REQUIREMENTS**1.1 General

When required by this Ordinance, and prior to the preliminary approval of subdivision and/or land development plans, the owner, subdivider, developer or his agent shall submit a stormwater management plan to the Township and receive approval of said plan.

1.2 Plan Contents

The following items, where appropriate, shall be included in the plan:

1.21 General

1.211 General description of project

1.212 General description of erosion and sedimentation controls

1.213 General description of stormwater controls both during and after development

1.214 Expected project time schedule, including anticipated start and completion dates

1.22 Map(s) of the Project Area Showing

1.221 The location of the project relative to highways, municipalities or other identifiable landmarks.

1.222 Existing contours at intervals of 2 feet. In areas of steep slopes (greater than 15%), 5 foot contour intervals may be used.

1.223 Streams, lakes, ponds, wetlands or other bodies of water within the project area or which will be affected by runoff from the project.

1.224 Other physical features including existing drainage swales and areas of natural vegetation to be preserved.

1.2241 Delineation of any existing wetlands, as classified by a qualified environmental scientist experienced in wetland determination.

- 1.225 Location of existing or proposed overhead and underground utilities sewer and water lines.
- 1.226 Soil types and boundaries.
- 1.227 Proposed changes to land surface and vegetative cover.
 - 1.2271 Areas to be cut or filled.
 - 1.2272 Final contours at intervals of 2 feet. In areas of steep slopes (greater than 15%), 5 foot contour intervals may be used.
- 1.228 Proposed structures, roads, paved area and buildings.
- 1.23 Erosion and Sedimentation Controls
 - 1.231 When an Erosion and Sediment Control Plan is Required: Land shall not be developed or changed by grading, excavation or the removal or destruction of natural topsoil, trees or other vegetative cover unless adequate provisions for minimizing erosion sedimentation are provided, including stormwater facilities and detention ponds.
 - 1.232 Plan Requirements: A plan for erosion and sediment control shall be prepared and submitted to the Township. The plan shall meet all requirements and be approved by the County Conservation District, and the Pennsylvania Department of Environmental Protection (Chapter 102 of Title 25, latest revision), when applicable.
 - 1.233 Plan Content: The plan shall contain 2 parts: (1) a map(s) describing the topography of the area within the subdivision or development, the proposed alterations of the area, and the erosion and sediment control measures and facilities which are proposed; and (b) a narrative report describing the project and giving the purpose, engineering assumptions and calculations for control measures and facilities.
- 1.24 Stormwater Management Controls
 - 1.241 Calculations: All calculations, assumptions and criteria used in the design of stormwater management facilities and in the establishment of the calculated predevelopment, land disturbance (during construction) and postdevelopment peak discharges.

- 1.242 Delineation of Drainage Areas: A map(s) clearly delineating and labeling all drainage areas used in the design of storm sewer facilities, swales and detention basins. The runoff path used as the basis for time of concentration calculations should be shown.
- 1.243 Plans and Profiles: Plans and profiles of proposed stormwater management facilities (storm sewers, swales, ponds, etc.) including horizontal and vertical location, size and type of material. This information shall provide sufficient information required for the construction of all facilities.
- 1.244 Detention Basin Staging: For all detention basins, a plotting or tabulation of storage volumes with corresponding water surface elevations and outflow rates for those water surfaces.
- 1.245 Detention Basin Inflow and Outflow: For all detention basin, the design inflow and outflow and routing calculations to determine the function of the basin.
- 1.246 Drainage Right-of-Way: A 25 foot drainage easement around all stormwater management structures and from such structures to a public right-of-way.

1.25 Maintenance Program

Proposals for the ownership and maintenance responsibilities for all proposed storm drainage facilities shall be submitted to the Township for review and approval. The Township shall be satisfied that sufficient provision has been made for adequate and perpetual maintenance of all such facilities. All drainage facilities shall be maintained to retain their design capacity.

1.26 Specifications

The plans shall include all details and narratives necessary for the Township to review the plans, for contractors to properly bid the project, and for field personnel to properly construct the facilities.

1.3 Special Requirements

- 1.31 Discharge of Stormwater Runoff: Stormwater runoff shall discharge to an existing watercourse with defined bed and barriers or an existing storm drainage system. It shall not be concentrated onto adjacent properties nor shall the velocity of flow be increased beyond that existing prior to subdivision, land development or the commencement of land disturbance activities unless written approval is given by the adjacent property owners to the proposed discharge of surface runoff and the written agreements are approved by the

Township.

- 1.32 Storm Drainage Directed Into an Adjacent Municipality: When storm drainage will be directed into an adjacent municipality, all provisions for accommodating such storm drainage shall be submitted to the governing body of that municipality for review.
- 1.33 Discharge of Roof Runoff: Stormwater runoff from roofs shall not be discharged into the street right-of-way nor concentrated onto adjacent properties. It shall be returned to sheet flow or discharged into a collection facility adequately designed and approved by the Township.
- 1.34 Correction of Existing Stormwater Problems: The design and philosophy of any stormwater management shall consider corrective measures to existing stormwater problems that are created in whole or in part by the Developer land or would impact the end users of the development.

1.4 Plan Approval

- 1.41 Conditions of Approval: The Township shall grant plan approval only after it has been determined that the proposed work to be undertaken will be in conformance with the requirements of this and all other applicable codes and ordinances.
- 1.42 Solicitation of Comments: A copy of all plans and calculations for any proposed construction or development to be considered for approval may be submitted by the Township to any other appropriate agencies and/or individuals (e.g., Planning Commission, Conservation District, Township Engineer, etc.) for review and comment.
- 1.43 Government Permits: Prior to the approval of the plan, all other necessary government permits required by State and Federal laws shall have been obtained including, but not limited to, those required by Act 537, the Pennsylvania Sewage Facilities Act; the Dam Safety and Encroachments Act; the U.S. Clean Water Act, Section 404, 33, U.S.C. 1334; and the Pennsylvania Clean Streams Act.
- 1.44 Plan Review: The Township or their designee shall review the plan and comments from any other appropriate agencies and/or individuals (e.g., Planning Commission, Conservation District, Municipal Engineer, etc.)

SECTION 2. DESIGN OF STORM DRAINAGE SYSTEMS2.1 Stormwater Runoff Computations

2.11 Method of Stormwater Runoff Computations

The stormwater analysis shall be accomplished using the latest edition of the Soil-Cover Complex Method, (Urban Hydrology for Small Watersheds: Technical Release No. 55 as published by the U.S. Soil Conservation Service) as a basis unless other methods are approved, prior to submittal, by the Township Engineer.

2.111 In some instances for small drainage areas, the Township Engineer may approve use of the Rational Method as outlined in the "Erosion and Sediment Pollution Control Program Manual" published by PA DEP, Bureau of Soil and Water Conservation.

2.112 All computations performed using an approved alternate method shall comply with the intent of this Ordinance.

2.12 Runoff Curve Numbers (CN Values)

All predevelopment, land disturbance and postdevelopment runoff computations shall be performed using the runoff curve numbers (CN) for the ground covers as specified below. The use of other (CN) values must be fully justified to the Township Engineer prior to plan approval. The following sections use the terms "cultivated agricultural", "other agricultural", and "urban". These terms pertain to the phraseology used in TR-55.

2.121 Predevelopment Computations

2.1211 Lands within the subdivision or land development and part of the same watershed.

- a. Cultivated agricultural ground covers shall be considered contoured and terraced with crop residue and in good condition (C & T + CR).
- b. Urban and other agricultural ground covers (woods, meadow, brush, etc.) shall be considered as their existing condition.

2.1212 Ground covers for lands uphill of the subdivision or land development and part of the same watershed shall be considered as their existing condition (urban, cultivated agricultural and other agricultural).

2.122 Postdevelopment Computations

2.1221 Land within the subdivision or land development and part of the same watershed:

- a. Ground covers shall be evaluated as the proposed conditions for all areas within the boundaries of the subdivision or land development.
- b. Ground covers shall be considered as existing condition or at best as contoured row crops with crop residue present for areas which will continue to be considered cultivated agricultural.
- c. Ground covers shall be evaluated as existing condition for all areas considered other agricultural (woods, meadow, brush, etc.).

2.1222 Lands uphill of the subdivision or land development and part of the same watershed:

- a. Ground covers shall be evaluated as existing condition or at best as contoured row crops with crop residue present for areas considered cultivated agriculture.
- b. Ground covers shall be considered as existing for all other conditions (urban and other agricultural).

2.13 Land Disturbance (During Construction) Computations.

2.131 Lands within the subdivision or land development and part of the same watershed:

- a. Ground covers shall be evaluated in the disturbed condition for all areas within the boundaries of the regulated activity.

- b. Ground covers shall be evaluated as existing condition or at best as contoured row crops with crop residue present for areas considered cultivated agricultural outside of the boundaries of the subdivision or land development.
- c. Ground covers shall be evaluated in the existing condition for all urban and other agricultural areas outside of the subdivision or land development boundary.

2.132 Lands uphill of the subdivision or land development and part of the same watershed shall be considered the same as shown in Section 2.1222 of this Appendix.

2.14 Comparison of Discharges.

Predevelopment discharges shall be compared to land disturbance (during construction) and postdevelopment discharges for individual drainage basins rather than to the combined discharges for the overall tract. If the land disturbance discharge and/or the postdevelopment discharge is greater than the respective predevelopment discharge for a given drainage basin, a detention facility will be required and shall be designed to detain the greater discharge.

2.2 Design of Drainage Facilities

2.21 Design Storm Frequency

The design storm frequency for all drainage conveyance facilities shall be as follows:

<u>Description of Area</u>	<u>Design Storm Frequency (Yrs.)</u>
2.211 Residential Areas	
2.2111 One(l) Dwelling Unit per One (1) Acre or Larger Lots	10
2.2112 More Than One (1) Dwelling Unit Per Acre	25
2.212 Agricultural Areas	10
2.2121 All Other Areas	25

An overflow system shall be provided to carry flow to a detention basin when capacity of the storm sewer system is exceeded. Overflow should have capacity for the 25 year storm.

2.22 Storm Sewer Design

In general, storm sewer (pipe) shall be provided where swales or other conveyances are inappropriate or do not meet the requirements of this ordinance. Storm sewer (pipe) shall always be provided as an interceptor line to convey collected stormwater to a holding pond unless otherwise approved by the Township. Storm sewer pipe specifications shall be clearly shown on the plans, including the pipe material and class of pipe.

2.221 Pipe Requirements

- a. All pipe to be installed shall have a minimum inside diameter of 15 inches.
- b. All pipe to be installed shall be either reinforced concrete pipe (RCP) or polyethylene (PE) pipe with internal liner (e.g. Advanced Drainage Systems N- 12).
- c. When polyethylene pipe is to be used, all pipe ends that would be exposed to the environment (i.e. at-grade inlets or outlets) shall be protected from damage by use of a concrete headwall or endwall. At-grade inlets or outlets of concrete pipe may use concrete end sections.
- d. Township back fill specifications, including material and compaction requirements, shall be provided on the plans.

- e. The minimum grade of storm sewer shall be 0.5%.
- f. The top of the sewer pipe in a roadway shall be at least 1 foot below road subgrade. Otherwise pipe cover shall be in accordance with PennDOT specifications.
- g. The method of making watertight joints shall be specified.
- h. At-grade pipe outlet and inlets shall be provided with a flared end section or a headwall.

2.222 Inlet (Catch Basin) Design

Inlet spacing and flow capacity shall be in accordance with Chapter 10: Drainage Design, PennDOT Design Manual Part 2, Highway Design, latest revision.

2.223 Drainage Collected by a Headwall or Catch Basin

In all cases where drainage is collected by a headwall or catch basin, where inlet or outlet control may govern, the pipe shall be designed as a culvert. The allowable headwater should be determined by the specific entrance conditions and sound engineering judgment. The design of culverts shall not create excessive headwater depths.

2.224 Coefficient of Roughness (n)

2.2241 A roughness (n) value of 0.012 shall be used for all concrete pipe.

2.2242 Roughness (n) values for other materials should be fully documented with manufacturer's or other reliable data.

2.225 Permissible Flow Velocities

2.2251 Minimum

The minimum flow velocity shall be 2.5 feet per second for the design storm.

2.2252 Maximum

There is not fixed limitation for the maximum permitted velocity in storm sewer pipes. However the design shall consider minor losses due to bends, restrictions, manholes, etc. and erosion potential at

pipe outlets. The pipe manufacturer's suggested maximum velocity if any, shall also be considered in the pipe design.

2.23 Open Channels

- 2.231 Open channels shall be designed in accordance with good engineering practices, using published design procedures.
- 2.232 Open channels within street right-of-way shall be of the parabolic type not exceeding 6 feet in width and 1 foot in depth.
- 2.233 Open channels within street rights-of-way shall be designed to carry the design storm with 3 inches of free board.
- 2.234 In situations where the requirements of sections 2.232 and 2.233 cannot be met, storm sewer rather than open channels shall be used to convey the stormwater.
- 2.235 Open channels shall not be used in street rights-of-way where curbing is to be installed. Stormwater conveyance shall be via storm sewer in these cases.
- 2.236 Open channels shall not be used to convey stormwater within a street right-of-way on slopes exceeding 8%. In these cases storm sewer shall be used.
- 2.237 Open channels shall have a minimum slope of 1% and shall be designed to avoid ponding and standing water.

2.3 Design of Detention Facilities

2.31 Design Storm Frequencies

When a detention facility is required, the peak runoff being routed to the detention facility shall be computed for all frequency storms required by the following section.

2.32 Storage Volume Requirements

The storage volume for all detention basins shall be computed in accordance with the methods found in the U.S. Department of Agriculture, Soil Conservation Service Technical Release No. 55,

“Urban Hydrology for Small Watershed”, latest approved revision. Other methods may be used only when approved by the Township Engineer prior to plan submittal. The maximum storage volume shall be the largest volume required to detain the postdevelopment or land disturbance peak runoff while releasing the predevelopment peak runoff of the storm frequency as found in the following table.

DETAINING	WHILE	RELEASING
<u>Post Development of Land Disturbance</u>		<u>Predevelopment Peak</u>
<u>Peak Runoff for a Storm Frequency of:</u>		<u>Runoff for Storm</u>
		<u>Frequency of:</u>
2 yr.		2 yr.
5 yr.		5 yr.
10 yr.		10 yr.
25 yr.		25 yr.

2.321 Need to Protect Public Health, Safety or Welfare

The Township may require the control of more severe storm events if the need to protect property, the public health, safety or welfare warrants its.

2.33 Pond Requirements

Detention ponds shall be designed and specified in accordance with the following criteria:

- a. The minimum bottom slope to the outlet shall be 2%. Lesser slopes may be approved if an adequate low-flow channel is provided. Low flow channels shall be concrete or other permanent material that will eliminate ponding on the flat grade.
- b. An anti-seep collar around the outlet pipe shall be provided.
- c. A profile of the outlet pipe shall be provided on the plans.
- d. Pipe outlets shall be provided with an energy dissipator, designed in accordance with good engineering practice.
- e. Sideslopes of the pond shall be 3:1 or flatter.
- f. Specifications for pond constructions shall be provided and should include at a minimum: topsoil stripping, berm material, berm compaction methods, key trench and dimensions of berm.

- g. The top of the berm shall be per U.S. Soil Conservation Service standards.
- h. The pond depth shall include a 1 foot freeboard above the highest water elevation for the 25 year storm.

2.34 Outlet Structure Requirements

Outlet structures shall be designed and specified in accordance with the following criteria.

- a. The outlet structure shall be the rise type and shall be constructed of concrete and placed on a concrete footing that is a minimum of 2 feet below grade.
- b. The lowest stage outlet shall be provided with a trash rack.
- c. The release rate from the outlet structure shall conform to the requirements of Section 2.32.
- d. Details for construction shall be provided for the outlet structure.

2.35 Emergency Spillway

- a. The emergency spillway for all ponds shall be designed to pass the postdevelopment peak discharge from the 100 year frequency storm. The principal spillway shall be considered completely blocked when designing the emergency spillway.
- b. Emergency spillways constructed in fill material shall be lined with erosion control protection.
- c. Construction details shall be provided for the emergency spillway.

APPENDIX VI**DETERMINATION OF SIGHT DISTANCES AT INTERSECTIONS
OF NEW DRIVEWAYS WITH EXISTING TOWNSHIP ROADS**

The following tables shall be used to determine sight distances. They are based on a formula published in the Pennsylvania Code Title 67, Chapter 441 (Access to and Occupancy of Highways by Driveways and Local Roads). Note that in the following text the term “driveway” refers to every entrance or exit used by vehicular traffic to or from properties abutting a Township road. The term includes proposed streets, lanes, alleys, courts and ways.

Access driveways shall be located at a point within the property frontage limits which provides at least the minimum safe stopping sight distance (SSSD) listed in Tables 1 and 2. These minimum sight distances shall be obtainable and measured from a point 10 feet back of the pavement edge and 3.5 feet above the road surface to a point 3.5 feet above the road surface at the required SSSD. *[Ord. 311]*

If the minimum safe stopping distances (SSSD's) listed in Tables 1 and 2 cannot be achieved, the Township may:

1. prohibit left turns by exiting vehicles;
2. restrict turning movements to right turns in and out of driveways;
3. require installation of a right turn acceleration lane or deceleration lane;
4. require installation of a separate left turn standby lane;
5. alter the horizontal or vertical geometry of the roadway; or
6. deny access to the road.

Tables 1 and 2 give minimum safe stopping side distance (SSSD's) for vehicles approaching downhill (descending) and uphill (ascending) respectively towards intersections for various vehicle speeds and road grades.

The distances tabulated in Tables 1 and 2 were calculated using the following formula:

$$SSSD = 1.47 Vt + \frac{V^2}{30(f+0.01g)}$$

SSSD	=	Minimum safe stopping sight distance (feet).
V	=	Velocity of vehicle (miles per hour).
t	=	Perception time of motorist (average = 2.5 seconds).
f	=	Wet friction of pavement (average = 0.30).
g	=	Grade of roadway (percent) (+ for ascending and - for descending vehicles)

Table 1 Minimum Safe Stopping Sight Distance (SSSD) for Vehicles Approaching Down Hill (Descending) Towards Intersection

SSSD'S FOR DOWN HILL GRADES APPROACHING INTERSECTION
(Feet)

Speed MPH	Level	1%	2%	3%	4%	5%	6%	7%	8%	9%	10%	11%	12%	13%	14%
25	161	163	166	169	172	175	178	181	186	191	196	202	207	214	222
35	265	270	275	280	286	292	299	306	315	323	333	344	356	369	384
45	390	398	406	415	425	435	446	458	472	486	502	521	540	562	587
55	538	550	562	575	590	605	622	640	660	682	706	733	762	795	832
65	708	724	742	760	780	802	825	851	879	909	943	980	1021	1067	1119

Table 2 Minimum Safe Stopping Sight Distance (SSSD) for Vehicles Approaching Up Hill (Ascending) Towards Intersection**SSSD'S FOR UP HILL GRADES APPROACHING INTERSECTION**
(Feet)

Speed MPH	Level	1%	2%	3%	4%	5%	6%	7%	8%	9%	10%	11%	12%	13%	14%
25	161	159	157	155	153	151	150	148	147	145	144	143	141	140	139
35	265	260	256	252	249	245	242	239	236	233	231	228	226	224	221
45	390	383	376	370	363	358	353	348	343	338	334	330	326	322	319
55	538	527	517	507	499	490	482	475	467	461	454	448	442	436	431
65	708	693	679	666	653	641	630	620	610	600	591	582	574	566	559

APPENDIX VII**STANDARDS FOR MOBILE HOME PARKS**

General Requirements. All mobile home parks shall comply with the plan requirements, design standards and improvement specifications of this Ordinance and the applicable provisions of the Oley Township Zoning Ordinance of 1992, as amended.

A. Street Layout and Construction

1. There shall be at least one street in the park which is circumferential and from which lesser streets shall turn out so as to provide direct access to each lot and to each common space area of the tract.
2. Cul-de-sacs shall not exceed 600 feet in length and shall terminate in a turn-around having a 50 foot radius to the outer edge of the cartway.
3. There shall be at least two entrances from a public street into the park. Additional entrances maybe approved by the Township if traffic conditions would warrant additional entrances.
4. Street design shall meet the requirements of this Ordinance.
5. All streets shall be hard surface and shall be constructed in accordance with Township specifications.

B. Entrance to Mobile Home Park

1. The main park entrance shall conform to the standards of the Pennsylvania Department of Transportation when the entrance is from a State road. A PennDOT highway occupancy permit shall be obtained in such cases. When the entrance is from a Township road, it shall conform to the requirements of this Ordinance.
2. The entrance shall take into account the traffic on the public street and that to be generated by the park residents. Acceleration and deceleration lanes may be required as well as two-lane entrances and two-lane exits.

C. Site Requirements

1. Storm Drainage - Storm drainage shall be in accordance with the requirements set forth in Appendix V of this Ordinance.
2. Water - The mobile home park shall have a central water supply and distribution system. The water system shall provide for fire protection in mobile home parks of over 50 units. The central water system shall conform to the requirements of the Department of Environmental Protection.

3. Sanitary Sewage - Sanitary sewage shall be collected in a central sewage system for treatment by a treatment system as required by the Pennsylvania Department of Environmental Protection. Individual lateral connections to the street sewer and to the mobile home shall conform to NFPA 501A, Section 5.2.2.3 and/or applicable Township and State regulations.
4. Electrical Standards - The electrical distribution system shall be underground and shall conform to the National Electric Code, mobile home park electrical standards, NFPA 501A, Section 5.3. Each mobile home shall have 100 AMP service or greater.
5. Gas Systems - If the mobile home park is to have gas service to the homes, the same shall conform to NFPA 501A, Section 5.4 and any regulatory authorities.
6. Illumination - All streets in the park shall be illuminated. The illumination level shall be 0.6 foot candle.
7. Telephone and Television - Telephone lines shall be underground. There shall be a central television antenna system with underground service to each mobile home stand. No outside antenna shall be permitted on a mobile home.
8. Ground Cover - Except for paved areas, beneath mobile homes, and cultivated areas, all ground shall be planted and maintained and grassed. The grass shall be regularly cut. No weeds or wild growth, except for native trees, shall be permitted anywhere in the park.

FORM 1 - APPLICATION FOR REVIEW OF SKETCH PLAN OF RECORD

Application is hereby made for review of the sketch plan of record submitted herewith and more particularly described below:

1. Name of Applicant(s): _____
Address: _____
_____ Phone No. _____

2. Name of Owner(s): _____
(If other than Applicant)
Address: _____

3. Applicant's interest, if other than Owner: _____

4. Location of Subdivision: _____

5. Surveyor responsible for Plan: _____
Address: _____
_____ Phone No. _____

6. Total Acreage: _____ Number of Lots: _____

7. Acreage being subdivided: _____ Minimum Lot Area: _____ Sq. Ft.

8. Lot use proposed: _____ Single Family _____ Commercial
_____ Two Family _____ Industrial
_____ Townhouse _____ Other (specify)
_____ Multi-Family

9. Zoning Classification: _____

Zoning changes to be requested: _____

10. Type of water supply proposed: _____ Public System
_____ Community System
_____ Individual On-Site

11. Type of sanitary sewage disposal proposed: _____ Public System
_____ Live
_____ Capped
_____ Community System
_____ Individual On-Site
(Septic tank & tile field)

12. Type of off-street parking proposed: _____ Garages
_____ Driveways
_____ Other

13. List proposed improvements: 1. _____
2. _____
3. _____

14. Date of Plan: _____

Signature of Applicant

FORM 2 - APPLICATION FOR REVIEW OF PRELIMINARY PLAN

Application is hereby made for review of the Preliminary Subdivision or Land Development Plan submitted herewith and more particularly described below:

1. Name of Subdivision: _____ Plan Dated: _____
County Deed Book No.: _____ Page No.: _____

2. Name of Applicant(s): _____
Address: _____
_____ Phone No. _____

3. Name of Property Owner(s): _____
(If other than Applicant)
Address: _____
_____ Phone No. _____

4. Applicant's interest, if other than Owner: _____

5. Surveyor responsible for Plan: _____
Address: _____
_____ Phone No. _____

6. Total Acreage: _____ Number of Lots: _____

7. Acreage of adjoining land in same ownership (if any): _____

8. Lot use proposed: _____ Single Family _____ Commercial
_____ Two Family _____ Industrial
_____ Townhouse _____ Other (specify)
_____ Multi-Family

9. Will construction of buildings be undertaken immediately: Yes No

By Whom? Subdivider
 Other Developers
 Purchasers of individual lots

10. Type of water supply planned: Public System
 Community System
 Individual On-Site

11. Type of sanitary sewage disposal proposed: Public System
 Live
 Capped
 Community System
 Individual On-Site
(Septic tank & tile field)

12. Type of off-street parking proposed: Garages
 Driveways
 Other

13. Lineal feet of new streets planned: _____

14. Are all streets proposed for dedication? Yes No

15. Deed restrictions that apply or are contemplated. (If no restrictions, state "none", if "yes" attach copy). _____

16. Acreage proposed for parks or other public use: _____

17. Zoning classification: _____

Zoning changes to be requested: _____

18. Have appropriate public utilities been consulted? Yes No

19. List proposed improvements and utilities and intentions to install or post performance guarantee prior to final endorsement by the Township:

	<u>Improvement</u>	<u>Intention</u>
1.		
2.		
3.		
4.		
5.		

20. List of maps and other material accompanying application and number of each:

	<u>Item</u>	<u>Number</u>
a.		
b.		
c.		
d.		
e.		

Signature of Applicant

FORM 3 - APPLICATION FOR REVIEW OF FINAL PLAN

Application is hereby made for final approval of the Final Subdivision or Land Development Plan submitted herewith and described in the accompanying maps and documents.

1. Name of Subdivision: _____ Plan Dated: _____
County Deed Book No.: _____ Page No.: _____

2. Name of Applicant(s): _____
Address: _____
_____ Phone No. _____

3. Name of Property Owner(s): _____
(If other than Applicant)
Address: _____
_____ Phone No. _____

4. Date of approval of Preliminary Plan: _____

5. Final Plan follows exactly the approved Preliminary Plan: ____ Yes ____ No
If no, list changes: _____

6. List of maps and other documents accompanying application and number of each:

	<u>Item</u>	<u>Number</u>
a.		
b.		
c.		
d.		
e.		
f.		
g.		
h.		

Signature of Applicant

Date: _____

