

Chapter 22

Subdivision and Land Development

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Part 1**General Provisions****§22-101. Title.**

This Chapter shall be known as the “Union Township Subdivision and Land Development Ordinance.”

(Ord. 2014-01, 2/17/2014)

§22-102. Purposes.

1. To protect and provide for the public health, safety, and general welfare of the Township.

2. To insure that property boundaries that are created through the land subdivision and/or development process are accurately determined, marked on the land and established on a drawing which is available for public inspection.

3. To encourage the efficient use of land and orderly, coordinated development throughout the Township, insuring that road systems are coordinated; that roads, and their appurtenances are built to adequate standards and widths and that necessary easements or rights-of-way are provided for stormwater drainage and public utilities.

3. To provide, where needed, open space areas in suitable locations to enable communities to attain adequate park and recreation grounds.

4. To minimize development in flood hazard and unstable soils areas where such development could be vulnerable to the destructive effects of periodic flooding and subsidence.

5. To encourage energy efficient land development techniques and reduce the Township’s dependence on nonrenewable fuels by encouraging alternative renewable energy sources.

6. To protect, conserve, and develop the natural resources of the Township by preventing pollution of waterways, ponds, and lakes, by safeguarding the water table and by protecting natural, scenic, historic, and archaeological sites.

7. To assist in guiding the future growth and development of the Township in accordance with Township plans as they now exist and as they may be prepared in the future.

(Ord. 2014-01, 2/17/2014)

§22-103. Prohibited Activities Related to Subdivision and Land Development.

1. No subdivision or land development shall be undertaken except in conformity with the requirements, standards and provisions of this Chapter, the Union Township Stormwater Management Ordinance and other applicable ordinances and regulations.

2. No subdivision or land development shall be undertaken until plans and plats therefore have been submitted and approved in accordance with the requirements of this Chapter.

3. No subdivision plat, no land development plan or plat, and no deed for a subdivided lot or land development shall be recorded with the Crawford County Office of the Recorder of Deeds until approved in accordance with the requirements of this Chapter.

4. No subdivision or land development of any lands and no roadway, sanitary sewer facilities, stormwater facilities, water supply facilities or other improvements related thereto shall be laid out, constructed, installed, opened or dedicated for public use or common use of persons owning, occupying or using affected property except in accordance with approved plans, plats and conditions pertaining thereto, and with the requirements of this Chapter.

5. No development and no construction of any land development shall be undertaken until all required permits and governmental approvals have been obtained or assurances satisfactory to the Township that same will be issued are obtained. These shall include, but are not limited to, the following:

- A. Erosion and sedimentation control plan approvals.
- B. Water obstruction permits.
- C. Sanitary sewer system permits.
- D. Water supply system permits.
- E. Stormwater discharge permits.
- F. Highway occupancy permits.
- G. Building permits.

6. No development and no construction of any land development shall be undertaken except in conformity with all final plans and permits as approved by the Township and all other governmental agencies.

7. No final subdivision/land development plan shall be approved, no permit authorizing construction or development shall be issued, and no earthmoving or land disturbance activity shall be initiated until the final stormwater management plan for the development site is approved in accordance with the provisions of the Union Township Stormwater Management Ordinance [Chapter 23].

(Ord. 2014-01, 2/17/2014)

§22-104. Administration and Enforcement.

1. *Administration.* The Township Board of Supervisors and their designated representatives shall be responsible for the administration and enforcement of this Chapter.

2. *Fees.* Fees for the submission, review, and processing of plats and plans for subdivisions and land developments, including fees for inspections of improvements, shall be established from time to time as permitted by law, by resolution of the Board of Supervisors.

(Ord. 2014-01, 2/17/2014)

§22-105. Interpretation and Construction.

1. *Relation to Municipalities Planning Code.* These regulations shall be interpreted in accordance with and governed by the applicable provisions of the

Pennsylvania Municipalities Planning Code, 53 P.S. §10101 *et seq.*, and amendments thereto.

2. *Relation to Public Regulation.* These regulations are not intended to interfere with, abrogate, or annul any other ordinance, rule or regulation, statute, or other provision of law. Where any provision of this Chapter imposes restrictions different from those imposed by any other provision of this Chapter or any other ordinance, rule or regulation, or other provisions of law, whichever provisions are more restrictive or impose higher standards shall control.

3. *Relation to Private Regulation.* These regulations are not intended to abrogate any easement, covenant or other private agreement or restriction; provided, that where the provisions of this Chapter are more restrictive or impose higher standards or regulations than such easement, covenant, or other private agreement or restriction, the requirements of this Chapter shall govern.

(Ord. 2014-01, 2/17/2014)

§22-106. Waiver or Modification of Requirements.

1. *Modifications Allowed.* The Board of Supervisors may grant a modification of the requirements of one or more provisions of this Chapter when the literal enforcement will exact undue hardship because of peculiar conditions pertaining to the land in question, when literal compliance with mandatory provisions is shown to be unreasonable, to cause undue hardship, or when an alternate standard can be demonstrated to provide equal or better results, provided that such modification will not be contrary to the public interest and that the purpose and intent of this Chapter is observed.

2. *Procedure for Obtaining Waiver.*

A. All requests for a modification shall be in writing and shall accompany and be a part of the application for plan approval. The request shall state in full the grounds and facts of unreasonableness or hardship on which the request is based, the provision or provisions of this Chapter involved and the minimum modification necessary.

B. The request for modification shall be referred to the Planning Commissions for advisory comments.

C. The Board of Supervisors shall determine whether to grant the modification based upon the criteria set forth above and shall keep a written record of all action taken with respect to the modification request.

D. In approving modifications, the Board of Supervisors may require such conditions as will, in their judgment, substantially secure the objectives, standards and requirements of this Chapter.

(Ord. 2014-01, 2/17/2014)

§22-107. Revisions to Approved Plans and Specifications During Construction.

If a request for a revision to the approved plan or a specification is initiated after construction has commenced, the Board of Supervisors shall have the authority to approve or disapprove the revision based on field inspections; provided, that the

requested revision does not result in any revisions to other components of the approved plan, does not diminish or interfere with compliance with other applicable regulations, does not result in substantial deviations from the approved plans or required standards, does not create conditions potentially detrimental to the public safety and welfare, and is documented in writing for the Township's records.

(Ord. 2014-01, 2/17/2014)

§22-108. Changes to Preexisting Subdivisions or Land Developments.

1. For any change in the plat or plan of a recorded subdivision or land development, involving previously approved or constructed streets or other improvements, lot lines, easements or other specifically designated development of areas shown on such plat or plan, such change shall be approved by the Township under the same procedure as for a new subdivision or land development and in accordance with the rules and regulations in place at the time said change is requested. Before any change with a direct impact on the use of property by other owners of land within the subdivision or land development or the public may be approved, the Township must receive a written instrument, satisfactory to the Board of Supervisors, executed by the impacted owners of real estate within the subdivision or land development, and suitable for recording, that demonstrates and establishes their informed consent to the change.

2. For any change in the plat or plan of a recorded subdivision or land development involving only lot line changes, the transaction may be considered and processed as a minor subdivision in accordance with the procedures set forth in Part 3 of this Chapter.

(Ord. 2014-01, 2/17/2014)

§22-109. Vacation of Plats.

1. A subdivision plat or land development plan, or part thereof, may be vacated or nullified by the owner of the subdivided premises at any time before the sale of any lot therein, by a written instrument, to which a copy of such plat shall be attached, declaring the same to be vacated. Such an instrument shall be approved by the Board of Supervisors in like manner as subdivisions, and shall be recorded, and shall operate to nullify the force and effect of the plat so vacated and to divest all public rights in public uses, improvements and roadways.

2. After lots delineated on a recorded plat or plan have been sold, the plat or plan or portions thereof may be vacated in the manner established in this Section, provided all the owners of lots within the subdivision join in the execution of such written instrument.

(Ord. 2014-01, 2/17/2014)

§22-110. Effect of Changes in Applicable Regulations on Pending or Approved Plans.

The effect of changes in applicable ordinances and regulations on previously approved plans or pending plans shall be governed by the applicable provisions of law including the provisions of the Pennsylvania Municipalities Planning Code, 53 P.S. §10101 *et seq.*

(Ord. 2014-01, 2/17/2014)

§22-111. Undeveloped Subdivisions and Land Developments.

In the case of a previously approved subdivision and land development, whether preliminary or final, and whether recorded or unrecorded, where improvements as planned or as required under current regulations have not been substantially completed within 5 years of the approval, no development or construction of improvements or structures shall be permitted unless:

A. Developer submits for review and approval plans revised as necessary to meet the requirements of current regulations.

B. Developer provides assurances, satisfactory to the Township, that the public improvements will be constructed in accordance with applicable current regulations or that financial security required by the current regulations will be provided.

(Ord. 2014-01, 2/17/2014)

§22-112. Remedies for Violation.

1. *Refusal to Grant Other Permits.* The Township may refuse to issue any permit or grant any approval necessary to further improve or develop any real property which has been developed or which has resulted from a subdivision of real property in violation of this Chapter. This authority to deny such a permit or approval shall apply to any of the following applicants:

A. The owner of record at the time of such violation.

B. 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.

C. 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.

D. 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.

As an additional condition for issuance of a permit or the granting of an approval to any such owner, current owner, vendee or lessee for the development of any such real property, the Township may require compliance with the conditions that would have been applicable to the property at the time the applicant acquired an interest in such real property.

2. *Penalty for Violation.* The Township may institute a proceeding in the Magisterial District Court against any person who has violated the provisions of this Chapter. Upon being found liable therefor in a civil enforcement proceeding, the defendant shall pay a judgment of not more than \$500 plus all court costs, including reasonable attorney fees incurred by the Township as a result thereof. No judgment shall commence or be imposed, levied, or payable until the date of the determination of a violation by the magisterial district judge. If the defendant neither pays nor timely appeals the judgment, the Township may enforce the judgment pursuant to the

applicable rules of civil procedure. Each day that a violation continues shall constitute a separate violation, unless the magisterial district judge determining that there has been a violation further determines that there was a good faith basis for the person, partnership or corporation violating this Chapter to have believed that there was no such violation, in which event there shall be deemed to have been only one such violation until the fifth day following the date of the determination of a violation by the magisterial district judge and thereafter each day that a violation continues shall constitute a separate violation.

3. *Other Remedies as Allowed by Law.* In addition to other remedies, the Township may institute and maintain appropriate actions at law to restrain, correct or abate violations, to prevent unlawful construction, to recover damages and to prevent illegal occupancy of a building, structure or premises.

(Ord. 2014-01, 2/17/2014)

§22-113. Impact on Township.

1. The granting of a permit or approval of a subdivision or land development plan shall not constitute a representation, guarantee or warranty of any kind by the Township or by any official or employee thereof of the practicability or workability of the proposed plan and shall create no liability upon the Township, its officials or employees.

2. The Township shall have the right to refuse to accept any and all improvements planned and dedicated to the Township or the public for Township and public use, whether the improvements have been constructed in accordance with applicable specifications and requirements or not.

3. The Township shall not accept improvements intended and dedicated for Township acceptance and public use unless the improvements have been constructed in accordance with all applicable specifications and requirements.

4. The Township reserves the right to alter or change public improvements on previously approved subdivisions or land developments accepted by the Township when it has been determined that such changes are necessary to protect and promote the health, safety and welfare of the public and Township, regardless of whether or not the subdivision or land development has been previously recorded. Any such alterations to public improvements as determined by the Township shall supersede any previously approved public improvements plans.

(Ord. 2014-01, 2/17/2014)

Part 2**Procedural Requirements****§22-201. Classification of Subdivisions and Land Developments.**

Each subdivision and land development under the jurisdiction of this Chapter shall be classified under one of the following five categories:

A. *Single-Lot Subdivision.* A subdivision involving the creation of a single new lot from a larger parcel of land. In reality there are two lots resulting from the single division of a parcel, the newly created lot and the remainder of the original parcel. The classification of this land division, however, for the purposes of this Chapter shall be considered a single-lot subdivision.

B. *Minor Subdivision.* A subdivision containing 10 lots or less and where:

(1) The lots front on existing public roads which are maintained by the Township or State governments, and there is no new road proposed.

(2) There are no extensions of existing sanitary sewers, stormwater sewers, or water system lines.

(3) There is no land area reserved or dedicated to the public.

(4) There is no construction of other public improvements necessary or contemplated.

C. *Major Subdivision.* A subdivision containing 11 or more lots or a subdivision requiring either:

(1) A new road.

(2) An extension of sanitary sewers, stormwater sewers, or water system lines.

(3) The construction of other public improvements.

All subdivisions not classified a single-lot or minor subdivisions shall be classified as major subdivisions.

D. *Land Development.* This venture is defined and described as a building venture characterized by the fact that the development site shall remain in a single ownership (un-subdivided) or controlled by a group of owners acting jointly and structures and/or use areas are leased to prospective users, i.e. the mobile home park. Requirements and standards for land developments are established in Part 6 of this Chapter.

(Ord. 2014-01, 2/17/2014)

§22-202. Subdivision Application Information.

All subdivision plan submissions shall be accompanied by one copy of an information sheet which includes a narrative of facts and explanations relative to the subdivision. See §22-301.

(Ord. 2014-01, 2/17/2014)

§22-203. Subdivision Review Stages.

There shall be three stages in the subdivision review and approval process: the sketch plan stage, the preliminary plan stage, and the final plan stage.

A. The sketch plan stage is never mandatory, but it is recommended for major subdivisions and land developments. The preliminary and final plan stages are required for all subdivisions but may be combined as prescribed in the following subsections.

B. The single-lot subdivision shall combine the preliminary plan and final plan stage requirements in one submission. See §22-302 for submission specifications.

C. The minor subdivision shall require preliminary plan and final plan stage approvals. Submission of these two stages may, at the Township's discretion, be combined and occur at the same time. Preliminary and final plan stage approvals may be obtained at one time providing all required information is submitted.

D. The major subdivision shall require preliminary and final plan stage approvals. These submissions shall not occur at the same time.

(Ord. 2014-01, 2/17/2014)

§22-204. Sketch Plan Stage.

It is normally desirable for an applicant to schedule a meeting in order to discuss his proposal with the Board of Supervisors before a substantial amount of design and engineering time is invested in the development. Should the Union Township Planning Commission exist, the meeting should be scheduled with said Commission. At the sketch plan stage meeting the applicant shall present a rough plan showing such items as the proposed layout of lots, roads (if any), provisions for required utility systems, and proposals for any public facility sites such as park and recreation areas. Items of information the applicant shall provide at the sketch plan stage are listed in §22-303. One copy of the sketch plan submission, in instances where the applicant utilizes this stage, shall be provided to the Supervisors. The sketch plan stage of the review process is not mandatory.

A. The benefits derived from a meeting with the Board of Supervisors at the sketch plan stage are as follows:

(1) The requirements of this Chapter can be clarified.

(2) The proposed development can be informally examined relative to road and lot patterns, public facility improvements, utility system requirements and any other pertinent items.

(3) Relationships to existing conditions and proposed development in the area surrounding the subdivision can be reviewed.

(4) The requirements of the local municipal government and applicable State agencies can be identified and discussed.

(Ord. 2014-01, 2/17/2014)

§22-205. Preliminary Plan Stage.

1. *Applicability.* The preliminary plan stage is mandatory for all subdivisions and

land developments. For minor subdivisions and minor land developments, the preliminary plan stage and final plan stage reviews may be combined at the discretion of the Board of Supervisors. For major subdivisions and major land developments, the preliminary plan stage will not commence until the sketch plan stage has been completed. The preliminary plan submission shall:

- A. Indicate the proposed layout of the subdivision.
- B. Include three copies of all plans and additional narrative statements required to explain how the subdivision will be developed as set forth in §22-304.
- C. Be filed with the Township so that it can be reviewed by the Union Township Planning Commission, should one exist, before it is reviewed and acted on by the Supervisors; it should be filed with the Supervisors a minimum of 6 days prior to the regular meeting date of the Planning Commission, if it is to be considered at said meeting.
- D. Be accompanied by the payment of a fee as is provided for in this Chapter.

2. *Purpose.* Review and approval of a preliminary plan shall not constitute approval of the final plan for any purpose or reason, but shall constitute conditional approval of the proposed subdivision and/or land development as to its general character and layout in conformance with the requirements of this Chapter. If a subdivision or land development is to be developed in phases, the preliminary plan stage serves as an overall guide to the development, delineating each phase of the entire area considered for development.

3. *Review by the Union Township Planning Commission.* The Supervisors, upon receipt of the complete subdivision application (all submission requirements shall be included), shall forward one copy of same to the Union Township Planning Commission, should one exist, for its review and comment. The Planning Commission, if a review is done, shall provide its review within 30 days of its receipt of the application; this review should be provided in a lesser time whenever possible. Note, however, that preliminary plan approval may be given by the Board of Supervisors prior to receipt of the Commission's review in which case such approval may be conditioned on possible changes resulting from the Township Planning Commission comments.

4. *Submittal of Preliminary Plan.* The applicant shall submit three copies of the preliminary plan to the Township Secretary, conforming to the requirements of §22-304. Additional copies shall be submitted at the request of the Township Secretary. The Township may refuse to accept a preliminary plan and begin the preliminary plan stage if the preliminary plan as submitted is incomplete. No preliminary plan shall be accepted until the Township has received the required fees in accordance with the schedule of fees as may be adopted from time to time by the Township.

5. *Review by Crawford County Planning Commission.* The Board of Supervisors, upon receipt of the complete subdivision application (all submission requirements should be included), shall forward one copy of same to the Crawford County Planning Commission for its review and comment. In cases of subdivisions of 10 lots or less the Crawford County Planning Commission staff may provide the review and report. The Crawford County Planning Commission and its staff shall have 30 days from the date it receives the subdivision application in which to make its comment. The Supervisors shall not give final approval to a subdivision until they receive the County Planning Commission's comment, the staff comment or until the expiration of the 30 days,

whichever occurs earliest. Note, however, that preliminary plan approval may be given prior to receipt of the County Planning Commission's review in which case such approval may be conditioned on possible changes resulting from the County Planning Commission's comments.

(Ord. 2014-01, 2/17/2014)

§22-206. Final Plan Stage.

1. *Applicability.* The final plan stage is mandatory for all subdivisions and land developments. For minor subdivisions and minor land developments, the final plan stage may run concurrently with the preliminary plan stage. For major subdivisions and major land developments, the final plan stage will not commence until the preliminary plan review stage has been completed. The final plan submission shall:

A. Include the original subdivision plat or an exact, legible tracing thereof, and three printed copies of this plat (§22-306).

B. Include three copies of all plans, narrative statements and supporting exhibits as required in §22-306.

C. If the proposed subdivision is expected to be reviewed at the next meeting of the Board of Supervisors, it shall be submitted to the Township no later than 6 days, exclusive of weekends and official holidays, prior to said meeting.

2. *Purpose.* The final plan stage is a continuation of the review begun in the preliminary plan stage. Review and approval of a final plan shall be required before any construction of the subdivision or land development may commence to assure compliance with this Chapter and other applicable regulations. Where a subdivision or land development is to be constructed in phases as delineated on the preliminary plan, construction plans and specifications need be prepared only for the phase for which final approval is requested.

3. *Review by Township Planning Commission.* The Township upon receipt of the final subdivision plat (all submission requirements shall be included), shall forward one copy of same to the Township Planning Commission, should one exist, for its review. The Commission shall provide its review comments within 30 days of its receipt of the plat.

4. *Submittal of Final Plan.* The applicant shall submit three copies of the final plan to the Township Secretary, conforming to the requirements of §22-305. Additional copies shall be submitted at the request of the Township Secretary. Acceptance by the Township of the final plan for review shall be contingent upon the following:

A. Submission of the final plan shall occur not more than 5 years following the date of approval or conditional approval of the preliminary plan. Failure to submit the final plan within this period shall nullify the preliminary plan approval unless an extension of time has been granted by the Board of Supervisors.

B. The final plan shall basically conform to the approved preliminary plan except for any modifications or changes required by the Township. Where the final plan differs substantively from the approved preliminary plan other than those differences required by the Township, the applicant must resubmit the preliminary plan.

C. The Township may refuse to accept the final plan and begin the final plan

stage review if the final plan as submitted is incomplete. In the event the final plan is incomplete, applicant shall be notified of the deficiency and the fact that the review process will not begin until the requirements for review are complete.

D. No final plan shall be accepted until the applicant has paid the Township the appropriate fees in accordance with the schedule of fees as may be periodically adopted by the Township.

(Ord. 2014-01, 2/17/2014)

§22-207. Review by Planning Commission and Other Entities.

Prior to taking action on a final preliminary or final plan, the Board of Supervisors shall solicit comment from the Planning Commission and other entities as follows:

A. *Crawford County Planning Commission.* Upon acceptance of the preliminary or final plan, the Township Secretary shall forward one copy of the submittal to the Crawford County Planning Commission for its review and comment. The Crawford County Planning Commission or its staff shall have 45 days from the date it receives the final plan in which to provide comments.

B. *Township Planning Commission.* Within 45 days of acceptance, the preliminary or final plan shall be reviewed by the Township Planning Commission. Attendance at the Township Planning Commission meeting by parties having an interest in the proposed subdivision and/or land development is strongly encouraged.

C. *Other Governmental Entities.* Upon acceptance of the preliminary or final plan, the Township Secretary shall determine whether review by other governmental entities is necessary, and if so, forward one copy of the submittal to the each entity for its review and comment. These entities may include adjacent municipalities, the Crawford County Conservation District, the Crawford Central School District, and the Pennsylvania Department of Transportation. Each governmental entity shall have 45 days from the date it receives the final plan in which to provide comments. As necessary, additional copies shall be provided by the applicant.

(Ord. 2014-01, 2/17/2014)

§22-208. Action by Board of Supervisors.

The Board of Supervisors shall review the preliminary and final plan submissions to assure conformance with the requirements of this Chapter. Action by the Board of Supervisors shall be as follows:

A. The Board of Supervisors shall render its decision on the preliminary or final plan and communicate it to the applicant no later than 90 days following the date the plan submission is delivered to and accepted by the Township Secretary as complete. The Supervisors should provide the decision in a lesser time whenever possible.

B. The Board of Supervisors shall not approve a preliminary or final plan until they receive comment from the County Planning Commission or their staff, the Township Planning Commission, or any other governmental entity from which comment was requested, or until the expiration of the 45 days allowed for such

comment.

C. The Board of Supervisors shall not approve a final plan until they receive appropriate financial security for planned improvements as required in Part 5 has been received.

D. In processing and rendering a decision on a preliminary or final plan, the Board of Supervisors may take one of the following actions:

(1) Approve the plan as submitted.

(2) Approve the plan subject to specified conditions relating to additions, corrections, collateral approvals, and/or changes to be made or supplied in the plan.

(3) In the case of a final plan, provision shall be made for the applicant to accept or reject the proposed conditions. If any condition is rejected, or if the applicant takes no action to accept or reject the conditions within 15 days of the date the applicant receives from the Township a written decision regarding conditional approval, then the Township's approval of the final plan shall be automatically rescinded. The acceptance or rejection of the conditions shall be noted by signature of the applicant on the form provided by the Township. In instances where the final plan is given a conditional approval, the subdivision plat shall not be signed until each condition has been satisfactorily met as ascertained by the Board of Supervisors.

(4) Table action on the preliminary or final plan until additional information, corrections, collateral approvals, and/or changes are made to the plan, but only with written consent of applicant if such action will delay decision on the final plan for more than 90 days from date of application.

(5) Disapprove the preliminary or final plan if the Board of Supervisors find that the plan does not comply with the requirements of this Chapter or other applicable regulations or if, in its opinion, the subdivision or land development plan would adversely affect the health, safety, or the general welfare of the Township.

E. The decision of the Township Board of Supervisors shall be communicated to the applicant in writing, delivered either personally or mailed to the applicant's last known address, no later than 15 days following the decision. Where the plan is disapproved, the written decision shall specify the deficiencies in the plan and describe the requirements which have not been met and cite the provisions of law or ordinance relied upon.

F. Extensions or modifications of the time restrictions, or changes in the prescribed manner of communication of the decision as set forth above shall not be made except with written consent and approval of the applicant.

(Ord. 2014-01, 2/17/2014)

§22-209. Recording.

The Board of Supervisor's approval of a land development or subdivision plat shall be noted by the signature affixed to the approval certificate set forth in the Appendix 22-I.1. In instances where the final plan is given a conditional approval the subdivision plat shall not be signed until each condition has been satisfactorily met as ascertained

by the Supervisors. The plat and any other documents associated therewith requiring recording shall be recorded in the County Recorder's Office within 90 days after the Township's final approval otherwise the Township's approval becomes void unless an extension of time is requested of, and granted by the Supervisors. The applicant shall be responsible for recording the plat and for providing to the Township Secretary a copy of the recorded subdivision or land development plan County Recorder's receipt showing that the subdivision plat has been recorded.

(Ord. 2014-01, 2/17/2014)

Part 3**Specifications for Subdivision and Land Development Plans****§22-301. Application Information.**

All subdivision and land development plan submissions shall be accompanied by an information sheet which includes the following facts and/or explanations relative to the subdivision:

- A. Name of the subdivision.
- B. Name, address and telephone number of the property owner and/or his agent if one exists.
- C. Name, address and telephone number of the registered professional land surveyor handling the subdivision and the registered professional engineer, registered landscape architect, and/or registered architect if applicable for the project.
- D. Brief description of the location of the proposed subdivision in order that it may be located on a property map of the Township.
- E. Number of lots in the subdivision and the gross acreage; the area of any existing public road right-of-way shall not be included in the gross acreage figure.
- F. Type of development proposed, whether single-family or multi-family residential, mobile homes, commercial or industrial buildings, etc.
- G. General statements on how sanitary waste and stormwater will be handled, how potable water will be obtained, how electric power will be obtained, how any other utilities will be provided, and any other information pertinent to the review of the subdivision.
- H. Zoning district, should one exist, applicable to the subdivision.
- I. Additional facts on the area surrounding the subdivision including, but not limited to, roads and other community facilities, zoning, existing uses of land, and size and condition of the upstream watershed and the characteristics of the downstream area which will receive the stormwater runoff; where this information is shown on a sketch plan submission it need not be entered on the information sheet, but the sketch plan should be referred to.

(Ord. 2014-01, 2/17/2014)

§22-302. Property Survey for Single Lot Subdivision.

As established in §22-203.2, single lot subdivisions shall be processed in one submission to the Board of Supervisors. The subdivision shall be titled, property survey, and the owner's name and address and the Township and County in which the subdivision is located shall be indicated following the title. The drawing shall be prepared by a registered professional land surveyor and shall be on an acceptable drafting medium and sufficiently bold so as to be capable of clear and distinct reproducible copies. The property survey, once approved, shall be recorded in the subdivision plat book records in the County Recorder's office. The property survey shall include the following information:

A. The lengths and bearings of the lot's boundary lines. Distances shall be measured at least to the nearest $\frac{1}{100}$ of a foot. Bearings shall be measured at least to the nearest 20 seconds. The error of field closure for the lot's exterior boundary shall be no greater than 1 foot in 5,000 feet, and all geometrics of the final plat shall be balanced.

B. All corner points shall be monumented including all points indicating a change in direction or a change in geometry. The nature of the monument shall be indicated.

C. The right-of-way width and designation of existing roads adjacent to the lot. Road right-of-way shall be shown as separate and independent of the subdivided lot.

D. The distance(s) and bearing(s) to some described and readily locatable and permanent point outside of the subdivision preferably a nearby road intersection, an original parcel corner point or a County, State, or Federal monument. Where said permanent point, outside of the subdivision, may be lost in future years, for example at the intersecting center lines of the roads, "ties" to this point shall be determined and recorded on the plat.

E. The assessment parcel number of the parcel of land from which the lot has been divided; this number is available in the County Assessor's office.

F. The owners' names for all lands adjacent to the lot.

G. The location of existing easements, streams, bodies of water and other pertinent features on the lot; easements shall be explained.

H. The explanation, location, width and dedication of proposed easements.

I. *Building Setback Line*. The setback line shall be dimensioned and labeled.

J. A north point; the scale of the drawing shall be noted and shown graphically.

K. The area of the lot in square feet and/or acres.

L. The following certificates (see Appendix 22-I):

- (1) Union Township Planning Commission's review, should one exist.
- (2) Crawford County Planning Commission's review.
- (3) Township Supervisors' approval.
- (4) Registered professional land surveyor's statement.

M. The following certificates where applicable (see Appendix 22-I):

- (1) Dedication statement.
- (2) Utility easements including drainage easements.
- (3) Other easements on the site.
- (4) Covenant statements if any.

N. If an individual on-lot sewage system is proposed and the site suitability analysis has not been completed by the sewage enforcement officer and submitted to the Board of Supervisors, or where, if submitted, the analysis concludes the site is unsuitable for an individual system, an appropriate statement, satisfactory to the Township, shall be entered on the plat.

O. Where the lot(s) abuts a State maintained road and a highway entrance permit(s) has not been obtained from the Pennsylvania Department of Transportation (PennDOT), an appropriate statement shall be entered on the plat.

(Ord. 2014-01, 2/17/2014)

§22-303. Sketch Plan Stage.

The sketch plan submission is not mandatory but where used shall include the following information:

A. *Sketch Plan Drawing.*

(1) A scaled plan which may be in freehand showing the proposed layout of roads, lots and public facility sites, i.e., park and recreation areas, schools, etc. Rough sketches of the proposed handling of community, opposed to individual, sanitary sewer and water systems as well as stormwater management techniques should be provided. Existing conditions on and near the site shall be shown including, but not limited to, wooded areas, watercourses, easements, rights-of-way and utility systems.

(2) Topographic information represented by contour lines at an interval of 10 feet or less. U. S. Geological Survey maps may be used as the basis for this information.

(3) Elevations, cross-sections, and perspective drawings to the extent they may be useful in explaining the intent of the proposal.

(4) North arrow, scale indication and the date of preparation.

B. *Narrative Statements and/or Reports.* To the extent the application information and the sketch plan drawing do not convey adequately the developer's intent a narrative shall be submitted dealing with the elements of the proposal.

(Ord. 2014-01, 2/17/2014)

§22-304. Preliminary Plan Information.

The preliminary plan shall consist of one or more drawings of sufficient size and scale to adequately depict the information required herein. The preliminary plan may also consist of narrative statements, reports, and exhibits as necessary to convey the applicant's intent and depict the information required herein.

A. *Drawings.* Preliminary plan drawings shall be prepared by a registered professional engineer or land surveyor. Drawings shall be drafted on sheets no larger than 24 inches by 36 inches, plotted to scale; freehand drawings will not be accepted. The scale of drawings shall be a commonly used scale generally not smaller than 1 inch equals 100 feet. Where more than one sheet is used, each sheet shall be suitably numbered, titled, and dated. Information to be shown on the preliminary plan drawings shall include the following:

(1) Proposed name of subdivision or land development and the Township and County in which it is located.

(2) Each document submitted with the preliminary plan submission, including drawings, shall bear the name of the person or firm, including address and phone number, preparing the plan and date of preparation.

Subsequent revisions must bear the date of the revision.

(3) North arrow and graphic scale.

(4) *Location Map*. A small, scaled location map showing the area of the proposed subdivision or land development in relation to surrounding roads and other significant features, oriented on the drawings in the same direction the subdivision is oriented.

(5) Names of adjacent subdivisions and/or land developments and the location and owners' names of adjacent parcels.

(6) *Topographic Information*. Contours shall be accurately plotted where road improvements, sanitary sewers, stormwater facilities, or water utility systems are proposed, or where the average area of the lots proposed is 22,000 square feet or less. Contours shall be at an interval of 5 feet or less and may be based on topographic information as obtainable from U.S. Geological Survey maps; providing, however, that where site planning considerations for roads, stormwater management facilities and sanitary sewer services to serve proposed development are complex because the terrain has a considerable amount of slope or lot sizes are small, more detailed topographic Information obtained from field surveys shall be required.

(7) *Existing Features of Land*. Within the site to be subdivided or developed and within approximately 200 feet of the site, there shall be accurately plotted the location of all existing roads, public or private, including right-of-way lines, cartway widths, road names, and type of construction (e.g., asphalt, concrete, or gravel); the location of existing buildings, driveways, parking areas, easements, sanitary and storm sewers, drainage ditches, water lines, railroads, utility rights-of-way, oil and gas facilities, parks, cemeteries; the location of natural features such as watercourses, wetlands, forest lands; and any other information pertinent to the evaluation of the proposed subdivision or development.

(8) *Information on Flood Hazard Areas*. The extent of 100-year floodplains and floodways as shown on Federal Emergency Management Agency Flood Insurance Rate Maps and Flood Hazard Maps shall be accurately plotted.

(9) *Lots, Property Lines, Right-of-Ways, and Easements*. Existing and proposed property lines shall be accurately plotted and annotated appropriately with distances and bearings. Distances shall be dimensioned to the nearest $\frac{1}{100}$ of a foot. Bearings shall be displayed to at least the nearest 10 seconds. Existing and proposed right-of-way lines and easement lines shall be similarly plotted and annotated. Existing and proposed property line, right-of-way, and easement monuments shall be shown and a description provided. Lots shall be numbered in an orderly fashion, and the area of each lot shall be noted in acres, to the nearest $\frac{1}{100}$ of an acre, exclusive of road right-of-way.

(10) *Proposed Improvements*. Proposed improvements shall be accurately plotted, including roads and road names, buildings, driveways, parking areas, easements, sanitary sewers, stormwater management facilities, drainage ditches, culverts, bridges, wells, and water lines. Where changes in grades are proposed, proposed contours shall be shown at the same contour interval as the existing contours.

(11) Location and area of property, if any, proposed to be dedicated for public use, or to be reserved by deed covenant for the use of property owners in the subdivision or development.

(12) Delineation of sections or phases of the development, if proposed for development in stages and timetables for submission of final plans for each stage of development.

B. *Sewage Planning.* Prior to submittal of the preliminary plan, the applicant shall determine whether a revision to the Township's official sewage plan will be required. If a revision of the official plan is not required, the applicant shall submit with the preliminary plan documentation from the DEP stating that no such revision is required. If a revision of the official plan is required, the applicant shall submit with the preliminary plan a completed sewage facilities planning module.

C. *Sewage Systems.*

(1) For subdivisions or land developments where common or public sewage facilities are proposed for the development, preliminary information about the system shall be submitted, together with comments of the municipality, authority or other entity responsible for operation and maintenance of the sewage facilities system concerning the feasibility and acceptability of the proposal.

(2) For subdivisions and land developments, where individual sewage systems are proposed for sewage disposal, information concerning the soils and their suitability for such systems, concerning the results of site suitability analyses and other tests or investigations to document that required sewage permits are obtainable.

D. *Water Supply.* The preliminary plan shall contain information about the proposed source of potable water and the proposed water system, and information showing that the water supply will be adequate and safe for the proposed or likely uses of the lots and development, and that the water supply for adjoining lands will not be adversely affected. Where use of an existing water system, public or private, is proposed, there shall be provided evidence that the authority, municipality, or other entity responsible for the operation of the water system has reviewed and approved the proposed addition to the system and general plans for the additional water lines. Where a new public water system is proposed, as defined by Pennsylvania DEP regulations, there shall be provided evidence that the applicant has initiated contact with the Pennsylvania DEP regarding a public water supply permit.

E. *Stormwater Management Plan.* For major subdivisions and land developments, and for minor subdivisions and minor land developments where stormwater management considerations are determined by the Township in consultation with the Township Engineer to be critical, the preliminary plan shall include a stormwater management plan prepared in accordance with the requirements of the Union Township Stormwater Management Ordinance [Chapter 23] and other applicable regulations. At the preliminary plan stage, the stormwater management plan shall be sufficiently completed, in the opinion of the Township in consultation with the Township Engineer, such that decisions can be made on the acceptability of the general layout of and plan for the subdivision or land

development.

F. *Preliminary Design for Roads.* Preliminary plans, profiles, and typical sections for public roads shall be submitted with the preliminary plan. Use of bridges for vehicle traffic should be avoided. Where deemed necessary, the applicant shall provide information to the Township concerning the proposed design, location, load capacity, costs and maintenance of any proposed bridge.

G. *Environmental Permits.* The applicant shall submit information on permits required by the Pennsylvania Department of Environmental Protection (DEP). At the preliminary plan stage, the applicant shall have initiated contact with the DEP regarding required permits.

H. *Highway Occupancy Permits.* The applicant shall submit information on permits required by the Pennsylvania Department of Transportation (PennDOT) or the Township. At the preliminary plan stage, the applicant shall have initiated contact with the PennDOT and the Township regarding required permits.

I. *Private Restrictions.* A description of what restrictive covenants or private restrictions, if any, are proposed.

J. *Assurance for Future Maintenance.* Information shall be provided concerning the manner in which proposed improvements are to be maintained, whether by the Township or a private entity, and if privately maintained, the means by which the entity will be organized, perpetuated and financed for future maintenance responsibilities.

K. *Traffic Impact Study.* Where determined to be necessary by the Township in consultation with the Township Engineer, a traffic impact study shall be submitted.

L. *Schedule for Sections or Phases.* Where the subdivision or land development is to be completed in sections or phases, the preliminary plan submittal shall include a description and schedule for planned development.

M. *Construction of Improvements Before Final Plan Approval.* In the event applicant/developer intends to complete the improvements required for final plan approval before the final plan is submitted for final approval, then applicant/developer shall so notify the Township and shall submit plans for the design and construction of such improvements meeting the requirements of this Chapter for approval as part of the preliminary plan review process.

N. *Other Information.* Any other information that the Township, in consultation with the Township Engineer and Township Solicitor, shall determine is necessary for a comprehensive review shall be provided.

(Ord. 2014-01, 2/17/2014)

§22-305. Final Plan Information.

The final plan shall consist of and include the plans and information set forth below and shall contain narrative statements, reports, and exhibits as necessary to convey the applicant's intent and depict the information required herein:

A. *Recordable Plat.* A single plat drawing shall be prepared as part of the final plan for the purpose of recording. The plat shall be prepared by and signed and sealed by a registered professional land surveyor. At least one copy of the plat

shall be on a drafting medium of sufficient quality to make clear and distinct reproductions, no larger than 24 inches by 36 inches, plotted to scale; freehand drawings will not be accepted. The scale of drawings shall be a commonly used scale generally not smaller than 1 inch equals 100 feet. The final plan plat shall be on a single sheet if possible, multiple sheets may be used if each sheet meets the standards herein and appropriate match-line data is provided on each sheet. Information to be shown on the final plan plat shall include all information requested by §22-304.A, together with the following information, regardless of whether it is shown elsewhere in the final plan submittal:

(1) The total area within the exterior boundary of the subdivision shall be noted to the nearest $\frac{1}{100}$ of an acre. Lots shall be numbered in an orderly fashion, and the area of each lot shall be noted in acres, to the nearest $\frac{1}{100}$ of an acre, exclusive of road right-of-way.

(2) The assessment index number of the existing parcel(s) involved in the subdivision.

(3) Existing buildings and dimensions of existing buildings relative to proposed lot lines.

(4) Building setback lines, which shall be dimensioned and labeled.

(5) Accurate location of approved site for on-lot sewage disposal, where applicable.

(6) Statements as appropriate to describe the grantee, purpose, and restrictions of easements or right-of-ways shown on the plans. If easements or right-of-ways are recorded in a separate instrument, such instrument shall be referenced on the plat.

(7) Covenant statements originated and enforced by the subdivider or developer to protect and guide the use of land in the subdivision or land development may also be on the plat. If covenants are recorded in a separate instrument, such instrument shall be referenced on the plat.

(8) The following certifications as set forth in the Appendix:

(a) Union Township Planning Commission review.

(b) Crawford County Planning Commission review.

(c) Board of Supervisors approval.

(d) Registered professional land surveyor's statement.

(e) Owner's declaration statement and dedication statement.

(f) Statement regarding additional plan approval information on file at the Township.

(9) Other certification statements in the manner set forth in the Appendices that may be applicable.

B. *Sewage Facilities.*

(1) Evidence that a sewage facilities planning module, as required, has been approved by the Pennsylvania Department of Environmental Protection (DEP), or DEP concurrence that no such planning module is necessary, shall be submitted with the final plan.

(2) For subdivisions or land developments where community or public sewage facilities will be utilized, the following items shall be submitted for review and be required before final approval shall be given: plans detailing the system and its design, and documentation that the necessary permits, approvals, and agreements have been or shall be approved for issue by DEP and the Township, authority or other entity that will be responsible for operation and maintenance of the sewage facilities system.

(3) For subdivisions and land developments, where individual sewage systems are to be used, documentation shall be submitted to establish that all soil and site suitability analyses, planning modules, plans, tests or studies as may be required by and under the applicable state laws and regulations to obtain a permit shall have been completed, reviewed and approved by the sewage enforcement officer, DEP, and any other governmental agencies or officials as necessary. Copies of all analyses, reports, comments and approvals shall be submitted to the Township. The developer shall likewise establish and document that sewage permits have been issued for all lots in the subdivision, or provide sufficient and satisfactory proof that necessary permits have been or can be approved for issue.

(4) Appropriate statements regarding the handling of the sewage needs, as approved by the Board of Supervisors, shall be included on the plat.

(5) No subdivision shall be finally approved unless sewage disposal facilities meeting all Federal, State and local regulatory requirements have been planned and provided for all lots and tracts, except that approval may be given if there is no plan for development or use of a lot that would require sewage facilities, in which case an appropriate statement approved by the Township shall be placed on the plat.

C. *Water Supply.*

(1) Where 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 will have potable water supplied by a certificated public utility, a bona fide cooperative association of lot owners, or by a Township corporation, authority or utility. Such evidence may consist of a copy of a certificate of public convenience from the Pennsylvania Public Utility Commission, or an agreement with a public utility, cooperative association, Township authority or similar entity establishing the ability and commitment to serve the area in question. Where lots are proposed to be served by an existing or new public water system, the applicant shall provide documentation of the issuance and applicability of a permit for the system by the Pennsylvania Department of Environmental Protection.

(2) Where lots are proposed to be served by individual wells, the Township may require a report prepared by a registered professional geologist regarding the adequacy of the proposed wells, and documenting the effects of the wells on the availability of groundwater to the subdivision or land development and to adjacent areas.

D. *Stormwater Management Plan.* For major subdivisions and land

developments, and for minor subdivisions and minor land developments, where stormwater management considerations are determined to be critical by the Township in consultation with the Township Engineer, the final plan shall include a completed stormwater management plan prepared in accordance with the requirements of the Union Township Stormwater Management Ordinance [Chaptr 23] and other applicable regulations.

E. *Final Design for Roads*. Final plans, profiles, and typical sections for public roads shall be submitted with the final plan, along with written construction standards conforming to the requirements of this Chapter.

F. *Bridges*. Final plans and specifications for bridges and other structures, prepared and certified by a registered professional engineer, shall be submitted, as well as any permits or approvals required by governmental agencies.

G. *Environmental Permits*. Documentation of the issuance by the DEP of all applicable permits shall be provided.

H. *Erosion and Sedimentation Control Plan*. Review and approval by the Crawford County Conservation District shall be required for all major subdivisions and major land developments. The applicant shall submit with the final plan a copy of the erosion and sedimentation control plan and evidence of review and approval by the Conservation District.

I. *Stormwater Discharge Associated with Construction Activities*. Final plan approval shall not be granted until the developer has obtained a Pennsylvania Department of Environmental Protection NPDES permit for stormwater discharges associated with construction activities, where applicable.

J. *Land Subject to Flooding*. No final plan for development on lands subject to flooding shall be approved unless plans are submitted which demonstrate compliance with all applicable floodplain regulations and unless all applicable permits required by DEP have been obtained.

K. *Highway Occupancy Permits*. For improvements to be constructed by the developer upon approval of the subdivision or land development, documentation of the issuance by PennDOT and/or the Township of highway occupancy permits shall be provided.

L. *Private Restrictions*. Statement as to what restrictive covenants or private restrictions, if any, will be imposed.

M. *Assurance for Future Maintenance*. Where the subdivider or developer intends to assure that subdivision and land development improvements or open or common space will be maintained through a homeowners association, or similar entity, documents shall be drafted and prepared for filing with the Crawford County Recorder's office which provide for the legal creation of such an association and which shall have statements concerning its organization and responsibilities, and legally adequate and proper provisions for its continuing existence and for carrying out the continuing maintenance responsibilities.

N. *Traffic Impact Study*. Plans for all improvements required as a result of the traffic impact study, where applicable, shall be submitted.

O. *Financial Security*. Financial security shall be submitted with the final plan in accordance with the requirements of this Chapter.

P. *Other Information.* Any other information that the Township, in consultation with the Township Engineer and Township Solicitor, shall determine is necessary for a comprehensive review shall be provided.

(Ord. 2014-01, 2/17/2014)

§22-306. Construction in Sections and Time Frame for Completion.

1. Where a development is projected to occur over a period of years, the Township may authorize submission of final plans by sections or stages of development. Such sections or stages shall be delineated on the preliminary plan, and a schedule shall be filed by the applicant with the preliminary plan indicating deadlines within which applications for final plan approval of each section are intended to be filed. Such schedule shall be updated annually by the applicant on or before the anniversary of the preliminary plan approval, until final plan approval of the final section has been granted, and any modification in the aforesaid schedule shall be subject to approval of the Board of Supervisors in their discretion.

2. Each section in any residential subdivision or land development being undertaken in steps, except for the last section, shall contain a minimum of 25 percent of the total number of dwelling units as depicted on the preliminary plan, unless a lesser percentage is approved by the Board of Supervisors.

3. Failure of a developer to adhere to the approved time frame for submission of final plans for the various sections shall subject any such section to any and all changes made to this Chapter and other governing ordinances enacted by the Township subsequent to the date of the initial preliminary plan submission. In cases of such failure, the Township may require resubmittal of the plans for the uncompleted sections in accordance with the provisions of this Chapter. Said resubmittal shall be treated as a new subdivision or land development and shall comply with the requirements of this Chapter and other governing ordinances applicable at the time of resubmittal.

(Ord. 2014-01, 2/17/2014)

Part 4**Design Standards and Improvements Requirements****§22-401. Design Principles.**

In planning a subdivision the applicant shall be guided by the following principles.

A. In planning and executing a subdivision the applicant shall comply with all laws, codes, rules, and ordinances of the Township, the County and the State and Federal governments and all duly constituted agencies thereof.

B. In planning and executing a subdivision the applicant shall be guided by the currently approved Comprehensive Plans of the Township and where applicable, the County, particularly in regard to the location of roads. Where the subdivision area includes sites of historic, cultural or physiographic value and such sites are listed on the Crawford County Register of Significant Sites every possible effort shall be made to preserve and maintain the integrity of these sites.

C. No land shall be subdivided which is unsuitable for development by reason of flooding, poor drainage, adverse earth or rock formations, or any other condition likely to be harmful to the health, safety or welfare of future residents. Such lands shall remain unsubdivided until such time as the conditions causing the unsuitability are corrected.

D. In planning a subdivision the applicant should consider making reasonable allocations of land for necessary community facilities such as park and recreation grounds, school sites and other sites for needed public facilities as proposed in applicable Comprehensive Plans or as determined necessary through current analyses. Where allocations are made for these facilities, provisions shall be made to insure that the land will be accepted and maintained by the Township, a homeowners association, a school board or some other organization which can assure the Township of its ability to manage the land in keeping with the general welfare of future residents.

E. In designing a subdivision proposed lots shall have relationships to surrounding properties such that reasonable future lotting patterns can be developed.

F. Proposed roads shall be designed in careful relation to topography, natural drainage, the surrounding road network and the uses designed to be served in the development; they shall be properly integrated with the existing and proposed system of thoroughfares as established in Township and County Comprehensive Plans. There shall be no dead end streets. Where a street does not tie into another street, a cul-de-sac shall be used.

(Ord. 2014-01, 2/17/2014)

§22-402. Applicability.

All street design and construction shall conform to the standards and specifications that follow in this Chapter. It is the intent of these specifications to designate acceptable quality, and any substitutions of design, construction, materials, and/or methods must be approved by the Township at the recommendation of the Township

Engineer.

A. *Public Roads.* All public roads as defined and roads intended for public access and use (referred to as “roads for public use”), whether or not intended for dedication to the Township, and whether or not privately maintained, shall be designed and constructed in accordance with the standards and specifications established by this Chapter. “Roads for public use” shall include roads providing access to commercial developments with more than one tenant or business enterprise, multi-family residential developments, planned residential developments, and access ways serving more than two separate lots.

B. *Other Roads.* All roads which are not “public roads” or “roads for public use” shall be constructed in a manner approved by the Township Engineer, so that the roadway is permanently usable and passable at all times of the year and the surface is in a mud- and dust-free condition at all times of the year.

C. *Private Roads to be Publicly Dedicated.* No private street shall be accepted as a Township/public road unless the owner(s) of the private road shall make and construct such improvements as necessary to bring the road into conformance with the standards established by the Township from time to time and in effect at the time.

(Ord. 2014-01, 2/17/2014)

§22-403. Technical References.

Where particular aspects of street design and construction are not specified in this Chapter, street design and construction shall conform to the standards and specifications outlined in the most current editions of Pennsylvania Department of Transportation (PennDOT) *Design Manual*, Part 2, “Highway Design,” PennDOT Publication 70M, “Guidelines for the Design of Local Roads and Streets,” PennDOT Publication 408, “Specifications,” and the Federal Highway Administration publication “Manual on Uniform Traffic Control Devices.”

(Ord. 2014-01, 2/17/2014)

§22-404. General Requirements.

1. *Conformity with Related Plans and Ordinances.* The location and function of all streets and improvements in street rights-of-way shall conform to the Township’s Comprehensive Plan, Official Map, Transportation Plan, and to other applicable ordinances and plans adopted by the Township. In addition, where street rights-of-way are shown on the Official Map to be located in the property proposed for subdivision or land development, the streets shall be built to the specifications of this Chapter in the locations shown on the Official Map as part of the subdivision or land development project.

2. *Roadway Integration.* Proposed roads shall also be designed in relation to topography, natural drainage, the surrounding road network and the uses designed to be served in the development. Roads in and bordering a subdivision or land development shall be coordinated, and be of such widths and grades and in such locations as deemed necessary to provide safe access to the subdivision to accommodate prospective traffic, to facilitate fire protection and emergency response, and to meet recognized traffic safety design standards.

3. *Road Classifications.* The applicant shall be responsible to develop the subdivision's road network based upon the classification system established as follows. See Appendix 22-I for designations in the Township:

A. *Arterial Roads.* These roads provide intermunicipal, intercounty and interstate connections; they serve to link settlement centers, major public facilities, employment and shopping centers and areas of high density population. This category of road includes minor arterial, major collector and minor collector roads as established and defined in the Federal Functional Classification System and as set forth and discussed in the Crawford County Comprehensive Plan.

B. *Collector Roads.* These roads link neighborhoods and have continuity within the County's municipalities and often interconnect municipalities. They invariably serve the dual function of handling through traffic movements and of serving as access to adjacent property. This category of road is set forth and discussed in the Crawford County Comprehensive Plan.

C. *Local Access Roads.* These roads are primarily for access to adjacent property and have their chief significance in giving a subdivision or a neighborhood form and pattern. They shall be laid out to discourage through traffic.

D. *Alleys.* Alleys may be provided especially in commercial and industrial subdivisions and perhaps in row house (townhouse) developments, in order to facilitate service access to the proposed buildings. Alleys are privately owned roads, and provisions for repair and maintenance must be provided by the subdivider.

4. In Table 22-I, design standards for arterial, collector and local roads are established. Curbed roads may be required where the gross residential density is 4.0 residential lots per acre or greater.

5. *Access to Minor Arterial Roads.* Where a subdivision borders on, or contains, an existing or proposed minor arterial road, the Board of Supervisors may require that access points to the road be limited by one of the following means or some acceptable alternative:

A. The lot pattern in the subdivision should be so organized that the backyards of lots abut the minor arterial road and the front yards abut a local or collector road essentially parallel to the minor arterial in which case vehicular access to the lots occurs from the local road. The backyards of the lots should be screened in an appropriate manner from the minor arterial road. Access from the minor arterial to the subdivision shall be by means of public road intersection(s).

B. The lot pattern in the subdivision should be so organized that the lots front on a marginal access road which would be located between the highway and the subdivision.

6. *Cul-de-Sac.* The minimum right-of-way for the turnaround area, generally circular in shape, shall be 100 feet in diameter. The minimum cartway shall be 70 feet in diameter. There shall be no limitations on the length of a cul-de-sac road. For cul-de-sac type roads, the Board of Supervisors may authorize alternative turnaround arrangements other than the circular form, providing it is shown that the alternatives can accommodate equally safe and convenient turning movements.

7. Roads normally should intersect at, or nearly at, right angles. Proposed new intersections along one side of an existing road shall, wherever practicable, coincide

with existing intersections on the opposite side of said road. No more than two streets shall intersect at the same point. Road jogs with centerline offsets of less than 150 feet should be avoided wherever possible.

8. Where curbed road construction is used the minimum curb radius at the intersection of two roads shall be 15 feet.

(Ord. 2014-01, 2/17/2014)

§22-405. Design Criteria for Stormwater Management Planning.

Design criteria for stormwater management planning is set forth in Chapter 23 of this Code.

(Ord. 2014-01, 2/17/2014)

§22-406. Lotting Standards.

1. Lotting plans shall be worked out with due regard to the topography and to the necessity for accommodating sewer and water utilities, whether of on-lot construction or otherwise. Each lot shall allow for convenient driveway access from a public road. Lotting arrangements shall be developed with due regard to the overall best use of land; lotting patterns which block opportunities for the reasonable utilization of nearby land shall be avoided.

2. Lot lines shall be generally at right angles to the public road. Corner lots shall have adequate width to accommodate building setbacks from two roads.

3. Lot lines shall follow Township boundaries rather than cross them, whenever possible, in order to avoid jurisdictional problems.

4. Lot lines shall be drawn to allow for a 50 to 60 foot road right-of-way as provided in Table 22-I. Where the subdivision occurs only on one side of the road a distance of 25 to 30 feet from the centerline of the road shall be allowed for the public right-of-way.

5. *Lot Size, Width and Setback Standards.* To provide sufficient light, air, access, and freedom from geologic or topographic hazards, and to assure adequate groundwater recharge and long-term safety from malfunctioning on-lot sewage treatment, all lots shall meet the criteria outlined in the following table:

	With Approved On-Lot Sewer	With Both Public Water and Sewer
Minimum lot size	2 acres	25,000 square feet
Minimum lot width	150 feet	75 feet
Minimum front yard	40 feet	30 feet
Minimum side yard	25 feet	20 feet
Minimum rear yard	40 feet	30 feet
Maximum impervious surface coverage	40 percent	65 percent

6. *Minimum Building Setback Line.* Minimum building setback lines shall be 35

feet from the abutting road right-of-way.

7. In planning lot patterns excessive depth of lots in relation to width should be avoided. A proportion of 4.0 (length) to 1.0 (width) should be considered maximum.

8. Double frontage lots should be avoided except where necessary to overcome specific disadvantages of topography or other conditions such as location adjacent to an arterial highway. Where double frontage lots are platted, the subdivider should handle vehicular access to the lots so that access occurs from local and not arterial roads.

(Ord. 2014-01, 2/17/2014)

§22-407. Easements.

1. Electric power and telephone utility easements, where located at rear or side lot lines, should be centered on these rear or side lot lines. Utility easements along side and rear property lines shall be a minimum of 15 feet wide and shall be centered on the lot lines. Where such easements are located along the front lot line adjacent to the public road, they shall be a minimum of 10 feet in width.

2. Where a subdivision is traversed by a watercourse, easement designations of sufficient width to accommodate the 24-hour duration 50-year frequency storm shall be shown. The minimum easement width shall be 1,220 feet.

3. Easements for fencing and/or tree and shrub plantations for purposes of screening may be required between residential lots and commercial or industrial lots and along arterial highway frontages.

4. Whenever a road, planned to have continuity beyond the proposed subdivision, is temporarily stubbed or dead-ended awaiting the subdivision of adjacent land, a generally "square-shaped" area a minimum of 10,000 square feet shall be provided on a temporary basis for a vehicular turnaround. A temporary easement may be established on adjacent lots in order to obtain sufficient area for said turnaround. This easement shall terminate when the stubbed road is extended, and a statement to this end shall be entered on the plat.

(Ord. 2014-01, 2/17/2014)

§22-408. Sidewalks.

Where the gross residential density of a subdivision is 4.0 dwelling units per gross acre or greater the Board of Supervisors may require the construction of sidewalks. Sidewalks, where constructed, shall be located in the public road right-of-way, shall be a minimum of 3 feet in width and shall be separated from the road curb by a minimum of 4 feet.

(Ord. 2014-01, 2/17/2014)

§22-409. Road Signs.

All roads shall be provided with road signs approved by the Union Township Board of Supervisors.

(Ord. 2014-01, 2/17/2014)

§22-410. Roadside Trees.

The subdivider should consider planting trees in an appropriate location in the

public right-of-way. Tree varieties shall be used which are recognized as appropriate for roadside planting and shall be placed no closer than 40 feet, center to center.

(Ord. 2014-01, 2/17/2014)

§22-411. Construction Requirements for Subdivision Improvements.

The following construction requirements and specifications shall be considered as minimums necessary to protect the general health, safety and welfare and promote the convenience of the public. Improvements may be built to higher standards than those set forth in this Chapter, providing they are approved by the Board of Supervisors.

A. Road Specifications for Gravel Roads.

(1) *Layout Standards.* From the flow line of one road ditch to the flow line of the ditch on the other side of the road—where ditches are constructed in the right-of-way and there is no fill slope(s)—there shall be a minimum distance of 30 feet. Centered in the right-of-way there shall be a minimum cartway (travel-way) of 20 feet. The cartway shall be crowned with a minimum slope of $\frac{1}{4}$ inch per 1 foot on both sides on the crown. The next 5 feet on each side of the cartway shall be a transitional area to the flow line of the road drainage ditch and shall be considered as the road shoulder. This shoulder area shall have a minimum slope of $\frac{1}{2}$ inch per 1 foot, but shall be constructed in a manner so as to effect a uniform transition from the edge of the road surface (cartway) construction to the drainage ditch flow line. See accompanying road specification drawing for gravel roads, Figure 22-1. The remainder of the right-of-way distance, 10 feet on either side of the drainage ditch flow line, as a transition is made to the edges of the right-of-way, shall be handled at a maximum gradient of $1\frac{1}{2}$ to 1.

(2) *Subgrade Preparation.* The subgrade shall be formed from ditch line (30 feet minimum) approximately 16 inches below finished grade and shaped to the road cross-section requirements. At the drainage ditch flow line the subgrade shall be no less than 10 inches below finished grade. The subgrade shall be brought to a firm, thoroughly compacted condition. Any soft or unsuitable material shall be removed and replaced with firm, suitable material.

(3) *Road Surfacing.*

(a) Where a density of less than three dwelling units per acre is proposed, 8 inches of high-quality, well-graded bank run gravel shall be placed and compacted on the subgrade. On top of the bank run gravel, 8 inches of select granular material (PennDOT No. 2RC) shall be placed and compacted to form the finished grade on the cartway section (20 feet minimum width) of the road. Transitional areas (road shoulders) shall be constructed from the edge of the cartway to the flow line of the road drainage ditch utilizing a bottom coarse of the bank run gravel overlain by a coarse of select granular material (PennDOT No. 2RC). Throughout the shoulder area each course of material shall be maintained at approximately equal depths.

(b) All select granular material (PennDOT No. 2RC) shall meet the requirements set forth in §703.3 of the Pennsylvania Department of

Transportation specifications, Publication 408 (1994).

(c) The bank run gravel and the select granular material shall be uniformly spread in loose layers not to exceed 4 inches in depth and without segregation of the course and fine material. Each layer shall be compacted utilizing a roller meeting the requirements of §108.05(c) 3a or 3b of the Pennsylvania Department of Transportation specifications, Publication 408 (1994). Satisfactory compaction will be determined by the stability of the material under the compaction equipment. If, in the opinion of the Board of Supervisors, the material deforms excessively under the compaction equipment or otherwise is determined unsatisfactory, the developer shall remove, replace, and recompact the material until a satisfactory finished road is provided.

B. *Road Specifications for Bituminous Roads (Flexible Pavements).*

(1) *Bituminous Road Surfacing.* All “roads for public use” shall be constructed with a bituminous road surface in accordance with these specifications. Where a density of three dwelling units per acre or greater is proposed, or where, in the judgment of the Board of Supervisors, the frequency of travel justifies it, a bituminous road surface shall be constructed. Said bituminous road shall be built to the standards established in this subsection and as shown in Figure 22-2, Bituminous Road, Road Specifications for Local & Collector Roads.

(2) *Layout Standards.* From the flow line of one road ditch to the flow line of the ditch on the other side of the road—where ditches are constructed in the right-of-way and there is no fill slope(s)—there shall be a minimum distance of 36 feet for a local road and 40 feet for a collector road. Centered in the right-of-way there shall be a minimum cartway (travel-way) of 20 feet. The cartway shall be crowned with a minimum slope of $\frac{1}{4}$ inch per 1 foot on both sides of the crown. The next 6 feet on each side of the cartway shall be considered as the road shoulder. This shoulder area and the transitional area from the shoulder area to the flow line of the ditch shall have a minimum slope of $\frac{3}{4}$ inch per 1 foot. The construction of the shoulder area and the transitional area shall be handled in a manner so as to effect a uniform transition from the edge of the road surface (cartway) construction to the drainage ditch flow line. See the accompanying road specification drawing. The remainder of the right-of-way distance, 7 feet on each side of the drainage ditch flow line for a local road and 10 feet for a collector road, shall be used for a transition to the edges of the right-of-way and shall be handled at a maximum gradient of 1½:1 for a local road and 2:1 for a collector road.

(3) *Clearing and Grubbing.* All vegetation, top soil, roots, soft spots and other objectionable material shall be excavated and removed from the cartway and shoulder areas and from all the areas to be filled which are located within the right-of-way.

(4) *Subgrade Preparation.* The subgrade shall be formed to extend under the full cartway and shoulder area (32 feet minimum for both local and collector roads) approximately 15 inches below the finished grades of the cartway and shoulder areas, unless there is a base required then it shall be

approximately 27 inches below the finished grade of the cartway area and shaped to the road cross section requirements. The subgrade shall be as specified in §210, "Subgrade," Form 408 PennDOT Specification, 1983. The subgrade shall be brought to a firm, thoroughly compacted condition. Any soft or unsuitable material shall be removed and replaced with firm, suitable material.

(5) *Subbase.* A subbase course may be required at the discretion of the Supervisors when poor drainage and/or soft subgrade conditions exist. If required, the subbase shall consist of 12 inches of compacted crushed aggregate as specified in §350, "Subbase," Form 408 PennDOT Specifications, 1994. The subbase shall be spread and compacted in approximately three layers, and shall extend under the full cartway and shoulder area.

(6) *Base.* The base shall consist of 12 inches of compacted aggregate placed on the completed subgrade or base if required. The base course shall be as specified in §350, "Subbase," Form 408 PennDOT Specifications, 1994. The aggregate shall be Type C or better, No. 2A, and No. OGS. The material shall be spread and compacted as described and shall extend under the full cartway and shoulder area. Any surface irregularities that exceed ½-inch under a template or straightedge shall be corrected by loosening the surface and removing or adding material as required and thoroughly compacting the entire area.

(7) *Binder or Leveling Course.* A compacted binder course 2 inches thick shall be constructed on the completed subbase. The binder course shall be as specified in §421, "Bituminous Binder Course ID-2," Form 408 PennDOT Specifications, 1994. Construction requirements shall be as set forth in §401.3. Prior to the laying of the binder course, a prime coat shall be applied to the subbase as specified in §461, "Bituminous Prime Coat."

(8) *Wearing Course.* A compacted wearing course 1 inch thick shall be constructed on the completed binder course. The wearing course shall be as specified in §420, "Bituminous Wearing Course 1D-2," Form 408 PennDOT Specifications, 1994. Construction shall conform to §401.3. The course aggregate used in the bituminous wearing course shall meet the skid resistance level (SRL) letter designation based on the daily traffic as required by the current PennDOT directive.

(9) *Road Shoulders.*

(a) Road shoulders shall be constructed along both edges of the paved cartway and shall be no less than 6 feet wide. The shoulders shall be graded flush to the pavement surface and the adjacent grades and shall not impede the drainage of water from the paved cartway surface to the road drainage ditches.

(b) The shoulders shall be constructed of a 3-inch deep compacted layer of select granular material (PennDOT No. 2RC) placed over the compacted base aggregate.

(c) All select material (PennDOT No. 2RC) shall meet the requirements set forth in §703.3 of the Pennsylvania Department of Transportation Specification Publication 408 (1994).

(10) *Aggregate Materials Placement and Compaction.* All aggregate materials, including subbase, base, and select granular material, shall be uniformly spread in loose layers not to exceed 4 inches in depth and without segregation of the coarse and fine materials. Each layer shall be compacted utilizing a roller meeting the requirements of §108.05(c) 3A or 3B of the Pennsylvania Department of Transportation Specification Publication 408 (1994). Satisfactory compaction will be determined by the stability of the material under the compaction equipment. If, in the opinion of the Board of Supervisors, the material deforms excessively under the compaction equipment or otherwise is determined unsatisfactory, the developer shall remove, replace, and recompact the material until satisfactory results are achieved.

C. *Road Signs.* Road signs shall be located on the northeast corner of each intersection, where practical, and shall indicate the name of the subdivision road as established on the subdivision plat. The signs shall be identical to the typical sign construction used in the Township and shall be mounted in a concrete footing 2 feet deep and 10 to 12 inches in diameter.

D. *Survey Monuments.* The minimum specification for monuments shall be iron rods or pipes not less than 2 feet long; they shall be driven a minimum of 18 inches into the ground. In cases where obstructions are encountered making it impractical to install this specification, alternative monumentation is permissible, and it shall be indicated on the plat.

E. *Curbs.* Curbs, where constructed, may be either the vertical type or the rolled curb and gutter type. They shall be constructed of Portland cement concrete with expansion joints every 20 feet.

F. *Sidewalks.* Where constructed, sidewalks shall be of concrete construction. They shall be a minimum of 3 feet wide and 4 inches thick and shall have a minimum cross slope of 2 percent.

G. *Bridges.* Bridges shall be designed in accordance with PennDOT and Pennsylvania DEP requirements. The developer must obtain the required permits and/or approvals. Bridges of primary benefit to the subdivider as determined by the Board of Supervisors shall be constructed at the full expense of the subdivider. The sharing of expense between the subdivider and the Township for the construction of bridges of only partial benefit to the subdivider shall be fixed by special agreement between Board of Supervisors and the subdivider.

H. *Utilities.*

(1) *Easements.* Electric power, telephone, gas and similar utility easements, where located at rear or side lot lines, should be centered on these rear or side lot lines. Utility easements alongside and rear property lines shall be a minimum of 15 feet wide and shall be centered on the lot lines. Where such easements are located along the front lot line adjacent to the public road, they shall be a minimum of 10 feet in width. All utility easements shall be shown on the final plat.

(2) *Burial of Utilities.* Wherever feasible, electric power, telephone, cable television, or other communication lines shall be placed in underground conduits. Burial of all such secondary or service lines is mandatory for major subdivisions and land developments.

(3) *Street Lights.* Provisions for street lighting may be required where deemed necessary to protect the public safety. When required, street lights shall be constructed in accordance to specifications agreed upon by the Township and the appropriate public utility.

(4) *Waste Facilities.* Plans for waste collection and storage facilities may be required where necessary to assure the proper handling and disposal of waste materials for the protection of the public health and safety.

I. *Land Subject to Flooding.* No land subject to flooding shall be developed or improved except in accordance with applicable floodplain, zoning, and other regulations. At a minimum, this shall apply to those areas within the 100-year floodplain as identified on Flood Insurance Rate Maps prepared by the Federal Emergency Management Agency.

J. *Sanitary Sewage Systems.* All individual community or public sewage systems or improvements thereto shall be planned, designed and constructed in accordance with the requirements of Pennsylvania sewage facilities laws, applicable Pennsylvania Department of Environmental Protection regulations and all other applicable State and Federal regulations. All public sewer system facilities shall be designed and constructed in accordance with the applicable regulations and specifications of the Township or authority responsible for operation and maintenance of the public sewer system.

K. *Water Supply and Distribution System.* All water systems and improvements thereto shall be planned, designed and constructed in accordance with Pennsylvania Department of Environmental Protection requirements and all other applicable laws and regulations. All public water system facilities shall be designed and constructed in accordance with the applicable regulations and specifications of the municipality or authority responsible for operation and maintenance of the public water system.

(Ord. 2014-01, 2/17/2014)

Part 5**Requirements for Completion of Public Improvements and
Financial Assurances****§22-501. Completed Improvements or Financial Security Required for Approval.**

1. No final plat or plan shall be approved unless the roads shown on the plat, walkways, curbs, street lights, fire hydrants, shade trees, water mains and water system facilities, sanitary sewers, storm sewers, stormwater management facilities, and other improvements planned and required by this Chapter have been completed in accordance with the requirements of this Chapter.

2. Alternatively, the final plat or plan may be approved if sufficient financial security, as required by this Chapter and authorized by law, is deposited with the Township to cover the costs of completion of such improvements.

(Ord. 2014-01, 2/17/2014)

§22-502. Amount of Financial Security Required.

1. Amount of financial security to be posted for the completion of the required improvements shall be equal to 110 percent of the estimated cost of completion. The estimated cost shall be projected for a date 90 days after scheduled completion.

2. Annually, the amount of the financial security may be adjusted by comparing the actual cost of the improvements which have been completed and the estimated cost for the completion of the remaining improvements as of the expiration of the ninetieth day after either the original date scheduled for completion or a rescheduled date of completion. Subsequent to said adjustment, the Township may require the developer to post additional security in order to assure that the financial security equals said 110 percent.

3. The amount of financial security required shall be based upon an estimate of the cost of completion of the required improvements, submitted by an applicant or developer and prepared by a professional engineer licensed as such in this Commonwealth and certified by such engineer to be a fair and reasonable estimate of such cost. The Township, upon recommendation of the Township Engineer, may refuse to accept such estimate for good cause shown. If the applicant or developer and the Township are unable to agree upon an estimate, then the estimate shall be recalculated and re-certified by another professional engineer licensed as such in this Commonwealth and chosen mutually by the Township and the applicant or developer. The estimate certified by the third engineer shall be presumed fair and reasonable and shall be the final estimate. In the event that a third engineer is so chosen, fees for the services of said engineer shall be paid equally by the Township and the applicant or developer.

4. If the party posting the financial security requires more than 1 year from the date of posting of the financial security to complete the required improvements, the amount of financial security may be increased by an additional 10 percent for each 1-year period beyond the first anniversary date from posting of financial security or to an

amount not exceeding 110 percent of the cost of completing the required improvements as reestablished on or about the expiration of the preceding 1-year period by using the above procedure.

(Ord. 2014-01, 2/17/2014)

§22-503. Kind of Financial Security Required.

Financial security for completion of improvements may be provided for in one of the following ways, upon agreement of the Township, and shall provide for and secure to the public and the Township the completion of any improvements which are required in accordance with the requirements of the Chapter and final plan, on or before the date fixed in the formal action of approval or accompanying agreement for completion of the improvements. All financial security must be posted with a bonding company or Federal or Pennsylvania chartered lending institution chosen by the party posting the security provided the bonding company or lending institution is authorized to conduct such business in the State of Pennsylvania.

- A. Performance or surety bond.
- B. Irrevocable letter of credit.
- C. Restrictive or escrow accounts.

(Ord. 2014-01, 2/17/2014)

§22-504. Public Utility or Municipal Authority Financial Security or Assurances.

If water mains or sanitary sewer lines, or both, along with apparatus or facilities related thereto, are to be installed under the jurisdiction and pursuant to the rules and regulations of a public utility or Township authority separate and distinct from the Township, financial security to assure proper completion and maintenance thereof shall be posted in accordance with the regulations of the controlling public utility or Township authority and shall not be included with the financial security otherwise required by this Section. Evidence that such security has been provided may be required by the Township.

(Ord. 2014-01, 2/17/2014)

§22-505. Approval Conditioned upon Receipt of Financing.

When required by the developer, in order to facilitate financing, the Board of Supervisors shall furnish the developer with a signed copy of a resolution or letter of contingent approval indicating approval of the final plan contingent upon the developer obtaining satisfactory financial security. The final plat or record plan shall not be signed or recorded until the financial security for improvements has been provided as required. The resolution or letter of contingent approval shall expire and be deemed to be revoked if the required financial security is not received within 90 days, unless a written extension is granted by the Supervisors; such extension shall not be unreasonably withheld and shall be placed in writing at the request of the developer.

(Ord. 2014-01, 2/17/2014)

§22-506. Construction of Improvements Before Final Plan Approval.

1. *Design to Meet Township Requirements.* Construction of required improvements may be commenced before final plan approval only where the Board of Supervisors has provided written approval of the preliminary plan meeting the requirements of this Chapter, and has provided a written statement authorizing construction before final plan approval based upon the Supervisors' determination that the engineering plans and specifications for the required improvements have been completed in sufficient detail to assure proper and actual construction in accordance with the requirements of this Chapter. The developer is responsible for submitting sufficiently detailed plans to satisfy the Supervisors that the actual improvements will be properly completed. No work or development shall be permitted unless these requirements have been satisfied and all other required permits and government approvals have been obtained for the improvements.

2. *Work to Be Completed in 24 Months.* When construction of improvements is begun based upon preliminary plan approval, all improvements shall be completed within 24 months from the date of such approval. Should circumstances develop where the work cannot be completed in this time period, upon request by the developer, an extension of time may be granted by the Supervisors. Otherwise the developer shall reapply for preliminary plan approval.

(Ord. 2014-01, 2/17/2014)

§22-507. Inspection of Improvements Construction.

1. *Preconstruction Meeting.* Prior to beginning construction on any improvements to be dedicated for acceptance and use by the public or Township or other entity, a preconstruction meeting shall be held involving the applicant or developer and their contractor who will be performing the work, and the Township Engineer or other qualified Township representative who will be inspecting the work. The preconstruction meeting will establish contact persons for the developer, contractor, and Township; a timeline for construction; requirements for submittals or shop drawings; notification requirements; inspection procedures; procedures for changes during construction; and any other pertinent matters.

2. *Inspection of Roadway Construction.* During the construction of improvements to be dedicated for acceptance and use by the public or Township or other entity, the contractor shall be required to notify the Board of Supervisors at least 24 hours before critical points in the construction process so the Supervisors, Township Engineer or qualified Township representative may make inspections. Critical inspection points should be identified during the preconstruction meeting and shall include at a minimum the following:

- A. Completion of roadway subgrade.
- B. Roadway subbase immediately prior to paving.
- C. Paving operations.
- D. Completion of stormwater drainage, sanitary sewage, water and other utility facilities in the road right-of-way areas prior to covering with soil.

3. *Expenses Incurred in Inspecting Improvements.* The Board of Supervisors may require that the developer reimburse the Township for the reasonable and necessary expenses incurred for the inspection of improvements. Such reimbursement shall be based upon a schedule established by resolution. Such expense shall be reasonable and

in accordance with the ordinary and customary fees charged by the Township Engineer (or consultant) for work performed for similar services in the community, but in no event shall the fees exceed the rate or cost charged by the Township Engineer (or consultant) to the Township when fees are not reimbursed or otherwise imposed on developer. In the event the developer disputes the amount of any such expense in connection with the inspection of improvements, the dispute shall be resolved in accordance with applicable law.

(Ord. 2014-01, 2/17/2014)

§22-508. Acceptance of Improvements and Release of Financial Security.

1. *Partial Release of or Reduction in Financial Security.* As the work of installing the required improvements proceeds, the party posting the financial security may, from time to time, request the Board of Supervisors to release or authorize the release of portions of the financial security. Any such requests shall be in writing addressed to the Supervisors, and the Supervisors shall have 45 days from receipt of such request within which to allow the Township Engineer to certify, in writing, to the governing body that such portion of the work upon the improvements has been completed in accordance with the approved plat. Upon such certification the Supervisors shall authorize release by the bonding company or lending institution of an amount as estimated by the Township Engineer fairly representing the value of the improvements completed or, if the Supervisors fail to act within said 45-day period, the Supervisors shall be deemed to have approved the release of funds as requested. The Supervisors may, prior to final release at the time of completion and certification by the Township Engineer, require retention of 10 percent of the estimated cost of the improvements for which the release is authorized.

2. *Final Release Upon Completion of Improvements.*

A. When the developer has completed all of the necessary and appropriate improvements, the developer shall notify the Board of Supervisors, in writing, by certified or registered mail, of the completion of the improvements and shall send a copy thereof to the Township Engineer.

B. The Supervisors shall, within 10 days after receipt of such notice, direct and authorize the Engineer to inspect all of the improvements. The Engineer shall promptly inspect and file a report, in writing, with the Supervisors. He shall promptly mail a copy of the report to the developer by certified or registered mail. The report shall be made and mailed within 30 days after receipt by the Engineer of the authorization from the Supervisors. The report shall be detailed and shall indicate approval or rejection of the improvements, either in whole or in part, and if the improvements, or any portion thereof, shall not be approved or shall be rejected by the Engineer, the report shall contain a statement of reasons for such non-approval or rejection.

C. The Board of Supervisors shall notify the developer, within 15 days of receipt of the Engineer's report, in writing by certified or registered mail of the action of the Supervisors with relation thereto.

D. If the Board of Supervisors or the Township Engineer fails to comply with the time limitation provisions contained herein, all improvements will be deemed to have been approved and the developer shall be released from all liability,

pursuant to its performance guaranty bond or other security agreement.

E. If any portion of the improvements shall not be approved or shall be rejected by the Board of Supervisors, the developer shall proceed to complete the same and, upon completion, the same procedure of notification, as outlined herein, shall be followed.

3. *Developer's Remedies.* Nothing herein, however, shall be construed as a limitation of the developer's right to contest or question by legal proceedings or otherwise, any determination of the Supervisors or Township Engineer.

(Ord. 2014-01, 2/17/2014)

§22-509. Additional Security Required upon Acceptance of Dedication of Public Improvements.

1. *Maintenance Assurances After Acceptance.* Where the Board of Supervisors accept dedication of all or some of the required improvements following completion, the 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 in this Chapter with regard to installation of such improvements, and the amount of the financial security shall not exceed 15 percent of the actual cost of installation of said improvements.

2. *Conduct Through the 18-Month Maintenance Period.* Once the Board of Supervisors accepts the improvements, the Township is responsible for the maintenance activities. Should financial security for a period of 18 months be obtained from the developer to assure the integrity of the improvements through this time period, the improvements shall be monitored by the Supervisors. Should the Township determine during the 18-month period that inadequate, substandard construction work occurred, the Board of Supervisors shall give written notice to the developer documenting the deficiencies, no later than 90 days prior to the end of the 18-month maintenance period. Thereafter, should the parties be unable to reach a satisfactory agreement regarding the remedy for the deficiencies before the end of the 18 month period, the Township may take the necessary steps to utilize the funds in the financial security to remedy the deficiencies.

(Ord. 2014-01, 2/17/2014)

§22-510. Specific Requirements for Road Acceptance.

As a condition of approval of a plan, the Township may require that the wearing course for a road or portion of a road not be applied before substantial completion of the projected development, residential or commercial. This condition shall be described in the final plan approval decision. In that event, absent an agreement between the developer and the Township as to the completion of roads, maintenance of security, and acceptance of the roads by the Township, financial security for the final wearing course shall remain posted until the planned development is substantially completed, and the Township shall not accept dedication of the road until completion of the wearing course. The 18-month financial security as set forth in §22-506 of this Chapter shall not start until after completion of wearing course.

(Ord. 2014-01, 2/17/2014)

§22-511. Remedies to Effect Completion of Improvements.

In the event that any improvements which may be required have not been installed as provided in this Chapter or in accord with the approved final plan, the Board of Supervisors may enforce any 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 Supervisors may, at their 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. To the extent permitted by law, the Township may file municipal liens against the properties benefitted by improvements made by the Township as a means of securing recovery of the Townships unreimbursed expenses. 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, and not for any other municipal purpose.

(Ord. 2014-01, 2/17/2014)

Part 6**Land Development Standards and Requirements****§22-601. Jurisdiction.**

Certain physical developments are classified as land developments in the Pennsylvania Municipalities Planning Code, 53 P.S. §10101 *et seq.*, and as such as subject to regulation. Land developments include, but are not limited to, all developments meeting the definition of “land development” as set forth in this Chapter, mobile home parks, recreational vehicle parks, campgrounds, apartment complexes and shopping centers. These developments are characterized by the fact that the development site is in a single ownership and the buildings and/or use areas are rented or leased to prospective users. There is no division of land typical of land subdivision actions, although buildings and/or use areas may be sold at the time of development or at some future time through cooperative or condominium arrangements. It shall be unlawful for an applicant to construct land developments as defined herein until:

A. The final plan has been submitted and approved by the Board of Supervisors in accordance with the requirements of this Chapter and recorded.

B. A valid permit from the Pennsylvania Department of Environmental Protection, where applicable, has been approved for issue to the applicant.

C. A valid occupancy permit has been secured from the Township or from the Pennsylvania Department of Transportation for highway right-of-way occupancy for the purpose of constructing access facilities.

D. All stormwater management requirements as specified in Part 8 of this Chapter have been approved by the Board of Supervisors.

(Ord. 2014-01, 2/17/2014)

§22-602. Classification of Land Developments.

Land developments are classified as either minor land developments or major land developments.

A. *Minor Land Development.* Any land development involving the construction of only one commercial, industrial or any other nonresidential building and including an individual apartment building of three or more dwelling units where the development involves less than 12,000 square feet of impervious or semi-impervious surface (buildings, parking lots, driveways, walkways, etc.) and where no new public or private roads are proposed shall be classified as a minor land development.

B. *Major Land Development.* Any land development not classified as a minor land development shall be generally classified as a major land development.

(Ord. 2014-01, 2/17/2014)

§22-603. Procedures.

In processing a land development the three stages procedure established in this Chapter for land subdivisions shall be used: sketch plan (§22-204, not mandatory),

preliminary plan (§22-205), and final plan (§22-206) stages. The land development shall be processed, and submission requirements shall be the same as that required for subdivisions. For minor land developments, applicants may combine the preliminary and final plan stages into one review stage, provided that all required information for both stages is submitted. The final site plan shall be recorded in the County Recorder's office.

(Ord. 2014-01, 2/17/2014)

§22-604. Site Plan Requirements.

In addition to the applicable requirements, including Stormwater Management Plan requirements, for preliminary (§22-304) and final (§22-306) subdivision plans outlined in this Chapter, each land development site plan shall include the following:

- A. Existing site conditions (topography, drainage, tree clusters, buildings, utilities, streets, and adjacent properties).
- B. Proposed developments, including buildings (with frontal elevations), parking, vehicular and pedestrian access areas, landscaping and utility location and size.
- C. Property information with a boundary survey with bearings and distances completed by a Professional Land Surveyor.
- D. A parking and access plan with estimated parking demands and traffic flows.
- E. A complete landscaping plan that includes a complete interior landscape plan in addition to a landscaped transition to adjoining properties.
- F. Minor land developments may be approved without providing the information required by paragraphs .A, .D, and .E.

(Ord. 2014-01, 2/17/2014)

§22-605. General Design Standards.

1. Vehicular access connections to the surrounding existing street network shall be safe, shall have adequate site distances, and shall have the capacity to handle the projected traffic.
2. The developer shall demonstrate that the proposed parking and access layout is adequate for the parking demands and vehicular and circulation generated by the proposed development.
3. The developer shall make satisfactory provision for the improvements necessary to the proper functioning of the development including, but not limited to, street access signs, water supply facilities, sewage disposal facilities and stormwater management devices.
4. The site plan shall provide for adequate visual screening and protection of noise from adjacent properties through building design, street layout, plantings and landscaping. Service and waste storage and disposal areas shall be planned and constructed such that they are not visible from adjacent uses.
5. Streets may be planned for dedication to the public or may be planned as private streets to be maintained by the developer or other association or entity. Private

streets shall meet Township standards regarding subgrade preparation, base, and surfacing construction.

6. Landscape treatment shall be provided to enhance architectural features, strengthen vistas, provide shade, and provide adequate visual and noise buffering for adjacent properties.

7. Exterior lighting, when used, shall be of a design and size compatible with adjacent areas and in accordance with the standards of the Illuminating Engineer Society.

(Ord. 2014-01, 2/17/2014)

§22-606. Design Standards for Apartment Complexes and Shopping Centers.

Where the standards established in this Section conflict with the standards set forth in the Zoning Ordinance of Union Township, provided such is adopted, the standards in this Chapter shall be applicable.

A. Vehicular access connections to the surrounding existing road network shall be safe, shall have adequate site distances, and shall have the capacity to handle the projected traffic.

B. For apartment complexes for the elderly, there shall be a minimum of .5 parking spaces per dwelling unit. For all other apartment complexes, there shall be a minimum of 2.0 parking spaces per dwelling unit.

C. For shopping centers, there shall be a minimum of 2,500 square feet of off-street parking space for each 1,000 square feet of building area including storage areas but excluding basement areas.

D. For apartment complexes, the maximum density in dwelling units per gross acre shall be 12.0.

E. Service areas for the land development, including the locations for garbage and trash storage and pick-up, shall be planned and constructed such that they are internal to the development and not a physical or visual nuisance to surrounding development.

F. The site plan shall demonstrate that building locations and areas for vehicular circulation have been chosen with reasonable regard to the natural character of the land.

(Ord. 2014-01, 2/17/2014)

§22-607. Mobile Home Park Developments.

1. *Minimum Area Requirements.* The minimum gross area of a property on which a mobile home park is developed shall be 2 contiguous acres of land which are not subject to flood hazards or the hazards of insect or rodent infestation.

2. *Required Facilities.*

A. Each mobile home stand shall contain only a single-family unit and shall be supplied with connections to sanitary sewer, water and electrical systems.

B. Each mobile home shall have toilet, bathtub or shower, heating system, and kitchen in good working order.

C. Adequate storage facilities conveniently located to all lots in the park shall be provided for storage of often-used outdoor equipment, furniture, tools and other normal possessions which are used infrequently and which cannot be conveniently stored in a typical mobile home.

D. Adequately sized and cited refuse handling facilities shall be provided in the development.

3. *Site Requirements.*

A. The locations of the mobile home stands shall be carefully related to the topography and to each other, preserving as much of the natural site as possible.

B. Mobile home lots shall have a minimum of 5,000 square feet. Double-wide mobile home lots shall have a minimum of 6,000 square feet. All lots shall have direct access to the internal road system. Each stand shall be provided a patio area at least 100 square feet in area with a least dimension of 8 feet. Each stand shall be provided a minimum of one off street parking space which shall contain a minimum of 200 square feet with a least dimension of 10 square feet. Driveways, parking spaces and patios shall be constructed of permanent, stable, dust free materials and be adequate for use during all seasons.

C. Overall in the mobile home park there shall be a minimum of two parking spaces for each mobile home stand. See paragraph .4.B, following.

D. Stands shall be constructed of an appropriate material, properly graded, compacted and drained so as to be durable and provide an adequate setting for the mobile homes. The mobile homes shall be fastened to a foundation slab or footings and tied down to secure against up-lift, sliding or overturning. A gradient on the stands shall occur in only one direction perpendicular to an edge and shall be a maximum of 4 percent.

E. There shall be a minimum distance of 20 feet between each mobile home including accessory structures attached thereto and any portion of any other structure in the park. There shall be a minimum distance of 15 feet between each individual unit and the edge of the nearest abutting internal street or park area. There shall be a minimum distance of 10 feet between each unit and a pedestrian walkway. There shall be a minimum distance of 50 feet between each unit and the mobile home park boundary line.

F. Walks shall be planned and constructed so as to provide safe and convenient access throughout the park connecting individual stands to common recreation areas, to all facilities, and to each other. Connecting walks shall be a minimum of 3 feet wide and walks on individual lots shall be a minimum of 1½ feet wide. Walks shall provide an all-weather walking surface, and be reasonably free from mud, dust, and standing water.

G. A recreation and park area shall be provided to serve the residents of the mobile home park. A minimum of 10 percent of the gross acreage shall be established and developed as a recreation and park area.

4. *Access and the Internal Road System.*

A. The minimum width of the portion of the site used for vehicular access from the public road to the mobile home park shall be 60 feet.

B. The internal road system may be privately owned and maintained and

shall be designed for safe and convenient access to provide a sound, all-weather driving surface, and be reasonably smooth and free from mud, dust and standing water. The travelway or cartway surface of the roads shall be a minimum width of 14 feet for one-way roads and 20 feet for two-way roads; where on-street parking is permitted 8 feet of road surface (cartway) shall be added to each side of the road on which on-street parking is permitted. On-street parking maybe used to meet the requirement of paragraph .3.C. Road surface widths as required herein do not include the road cross-sectional areas devoted to stormwater drainage.

5. *Skirting on Mobile Homes.* All mobile homes shall be covered or skirted around the entire base of the structure in such a manner that continuous facades exist from the ground upwards. The material forming this enclosure shall be compatible with the remainder of the structure and shall provide sufficient ventilation to inhibit decay and deterioration of the structure.

6. *Visual Relation to Surrounding Area.* Screening that is immediately perceived throughout all seasons of the year may be required at the boundaries of the mobile home park depending on the nature of the site and its relation to the uses in the surrounding area. Screening shall consist of landscape plantings (natural or introduced), fences, walls, or terrain features or any combination of these devices. If open fencing, such as chain link fence is used, it should be installed within plantings so as not to be easily visible from inside or outside the park.

(Ord. 2014-01, 2/17/2014)

§22-608. Assurance for Completion and Maintenance of Improvements.

Insofar as the land development involves the lease or rental of buildings and/or space on the site and site improvements (such as roads, parking areas and stormwater drainage devices), which are to be privately maintained or maintained by a private (nonpublic) organization created by the developer—there is no need for Township acceptance of the site improvements (roads, stormwater drainage devices). However, in these instances roads and stormwater drainage shall be designed and built to the standards established in this Chapter and the Township shall ascertain that these improvements are, in fact, built to the standards. Where the developer does not intend to maintain the improvement and where a homeowners association or similar organization will not be organized for these responsibilities, the Board of Supervisors shall be ultimately responsible for maintenance activities and the provisions of the Part 5 are applicable to the processing of the proposal.

(Ord. 2014-01, 2/17/2014)

Part 7**Definitions****§22-701. Usage.**

1. Words used in the present tense shall include the future; words used in the singular number shall include the plural number, and the plural the singular.
2. The word “shall” is mandatory and not discretionary.
3. The words “may” and “should” are permissive.
4. The term “person” includes a corporation, a partnership and an incorporated association of persons.

(Ord. 2014-01, 2/17/2014)

§22-702. Words and Terms Defined.

Applicant—a landowner or developer including his heirs, successors and assigns who seek authorization under the provisions of this Chapter to engage in an activity governed in whole or in part by this Chapter. An applicant may be a person, partnership, business, corporation, or an association of persons.

Basement—a story all or partly underground but having at least one-half of its height below the average level of the adjoining ground.

Bench mark—a point in known elevation and location in or near the subdivision and tied in with established monuments in the vicinity that are maintained by the United States Coast and Geodetic Survey.

Building—any structure constructed for the support, shelter or enclosure of persons, animals, chattels, or moveable property of any kind.

Building setback line—a line established generally parallel with and measured from, the lot line coterminous with the street right-of-way; no structure may be located above ground between the street right-of-way and this line except as may be provided under the provisions of this Chapter. This line is also referred to as a building line.

Campground—a site or tract of land or contiguous tracts of land under single ownership or controlled by a group of owners acting jointly which has been planned and improved for the accommodation of two or more campsites to be occupied as temporary living quarters for recreation or vacation purposes.

Cartway—that portion of the road right-of-way surfaced and used for vehicular travel. Cartway width is from one edge of surfacing to the other edge of the surfacing.

Channel—a perceptible natural or artificial waterway which periodically or continuously contains moving water or which forms a connecting link between two bodies of water. It has a definite bed and banks which confine the water.

Conservation District—the Crawford County Conservation District or County Conservation District (CCD).

Covenant—an agreement or restriction placed on a parcel of land by a previous owner and usually found in the deed.

Cul-de-sac—a local road having one open end and being permanently terminated by

a vehicular turnaround.

Culvert—a closed conduit for the free passage of surface drainage under a highway, railroad, canal or other embankment.

Dependent unit—a mobile home, travel trailer, camping trailer, truck camper or similar device containing no flush toilet and no bathtub or shower.

Detention—the slowing, dampening or attenuation of runoff flows entering the natural drainage pattern or storm drainage system by temporarily holding water on a surface area in a detention basin or within the drainage system.

Detention pond—a pond or reservoir, usually small, constructed to impound or retard surface runoff temporarily.

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.

Discharge—the flow or rate of flow from a canal, conduit, channel or other hydraulic structure.

Drainage—in general, the removal of surface water from a given area. Commonly applied to surface water and ground water.

Drainage Area—(A) The area of a drainage basin or watershed, expressed in acres, square miles, or other area units. Also called catchment area, watershed, or river basin. (B) The area served by a sewer system receiving storm and surface water, or by a watercourse.

Easement—a right granted by a property owner for the use of a portion of the landowner's land by the general public, a corporation, or a certain person or persons for a specific purpose or purposes.

Encroachment—any structure or activity which in any manner changes, expands or diminishes, the course, current or cross-section of any watercourse, floodway or body of water.

Engineer—a professional engineer who is licensed as such in the Commonwealth of Pennsylvania.

Erosion—wearing away of the lands by running water, glaciers, wind and waves.

Erosion control—the application of measures to reduce erosion of land surfaces.

Forest management operations—activities involving the commercial harvesting of timber, including such associated activities as the construction of haul roads and staging areas.

Gross land area or gross acreage—the entire area of a subdivision including lots and roads, measured to the right-of-way on any bounding roads.

Gross residential density—a unit of measure indicating the number of dwelling units per gross area of land. Where a density figure is given, the allowable number of dwelling units is determined by multiplying the density figure by the gross acreage.

Ground cover—materials covering the ground surface.

Ground water—subsurface water occupying the saturation zone, from which wells and springs are fed.

Ground water recharge—replenishment of ground water naturally by precipitation

or runoff or artificially by spreading or injection.

Impervious—not allowing, or allowing only with great difficulty, the penetration of water; impermeable.

Improvements—physical changes to the land which make usable and desirable lots for development including, but not limited to, grading, paving, storm sewer lines and drains, changes to existing watercourses, roads and road signs, monuments, water supply facilities and sewage disposal facilities.

Independent unit—a mobile home, travel trailer, truck camper or similar device containing a flush toilet, or a flush toilet and a bathtub or shower.

Infiltration—(A) the flow or movement of water through interstices or pores of a soil or other porous medium. (B) The absorption or liquid by the soil.

Land development—land development shall mean any of the following activities:

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

(1) 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.

(2) The division or allocation of land or space, whether initially or cumulatively, between or among two or more existing or prospective occupants by means of, or for the purpose of streets, common areas, leaseholds, condominiums, building groups or other features.

B. A subdivision of land.

C. It shall not include:

(1) The conversion of an existing single-family detached dwelling or single-family semi-detached dwelling into not more than three residential units, unless such units are intended to be a condominium.

(2) The addition of an accessory building, including farm buildings, on a lot or lots subordinate to an existing principal building.

(3) The addition or conversion of buildings or rides within the confines of an enterprise which would be considered an amusement park. For purposes of this subparagraph, an amusement park is defined as a tract or area used principally as a location for permanent amusement structures or rides. This exclusion shall not apply to newly acquired acreage by an amusement park until initial plans for the expanded area have been approved by proper authorities.

Land disturbance—any construction or other activity which disturbs the surface of the land including, but not limited to, excavations, embankments, land development, subdivision development, mineral extraction and the moving, depositing or storing of soil, rock or earth.

Landowner—the legal or beneficial owner(s) of land including the holder of an option or contract to purchase, a lessee if he is authorized under the lease to exercise the rights of the landowner, or other persons having a proprietary interest in land, shall be deemed to be a landowner for the purpose of this document.

Lot—a designated parcel, tract, or area of land established by a plat or otherwise as

permitted by law and to be used, developed or built upon as a unit.

Lot, double frontage—a lot with opposite ends both abutting on public roads.

Lot, mobile home—a parcel of land in a mobile home park, improved with the necessary utility connections and other appurtenances necessary for the erection thereon of a single mobile home.

Maintenance—the upkeep necessary for efficient operation of physical properties.

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

Mobile home park—a parcel or contiguous parcels of land which has been so designated and improved that it contains two or more mobile home lots for the placement thereon of mobile homes.

Mobile home stand—that part of an individual mobile home lot which has been reserved for the placement of the mobile home.

Monument—a point on the land of known location, which is established by a registered professional land surveyor, and used to locate property lines.

Municipality—Union Township.

Natural stormwater runoff regime—a watershed where natural surface configurations, runoff characteristics and defined drainage conveyances have attained the conditions of the equilibrium.

Outfall—(A) the point, location or structure where drainage discharges from a sewer, drain or other conduit. (B) The conduit leading to the ultimate discharge point.

Outlet control structure—the means of controlling the relationship between the headwater elevation and the discharge, placed at the outlet or downstream end of any structure through which water may flow.

Owner—any person, group of persons, firm or corporation or any legal entity having legal title to or sufficient proprietary interest in land sought to be subdivided or developed under this Chapter.

Peak flow—maximum flow.

Pennsylvania DEP—Pennsylvania Department of Environmental Protection.

Performance standard—a standard which establishes an end result or outcome which is to be achieved but does not prescribe specific means for achieving it.

Planning Office—the staff which serves the Crawford County Planning Commission, also called the County Planning Office or Crawford County Planning Office (CCPO).

Plat—a plan, map or drawing on which the subdivider's plan for the subdivision of land is represented and which he submits for approval and intends to record.

Recreational vehicle—a vehicular type unit primarily designed as temporary living quarters for recreational, camping, or travel use which either has its own motive power or is mounted on or drawn by another vehicle. Such vehicles are normally called travel trailers, camping trailers, truck campers or motor homes.

Recreational vehicle park—a site or tract of land or contiguous tracts of land under single ownership or controlled by a group of owners acting jointly upon which two or more recreational vehicles, used as temporary living quarters for recreation or vacation purposes, are (or are intended to be) located whether operated for or without compensation.

Recreational vehicle site—a plot of ground within a recreational vehicle park for the accommodation of either a recreational vehicle, tent, or other camping unit on a temporary basis.

Release rate percentage—the watershed factor determined by comparing the maximum rate of runoff from a sub-basin to the contributing rate of runoff to the watershed peak rate at specific points of interest. This factor defines the allowable post development peak discharge rate as a percentage of the peak discharge rate which occurred prior to the development activity.

Retention pond—a basin, usually enclosed by artificial dikes, that is used to retard stormwater runoff by temporarily storing the runoff and releasing it at a predetermined rate.

Return period—the average interval in years over which an event of a given magnitude can be expected to recur.

Road or street—an area which primarily serves or is intended to serve as a vehicular and pedestrian access to abutting lands or to other roads. The word “road” refers to the right-of-way or easement, whether public or private, and not only to the surfaced roadway or paving or other improvements within the road right-of-way.

Road, private—any road which is owned by and under the control of a person or persons other than the Township or State.

Road, marginal access—a local road which is parallel and adjacent to a highway and which provides access to abutting properties while separating them from the highway, protecting local traffic from the fast moving, through moving traffic on the highway.

Road, public—any road which is shown on the subdivision plat and is, or is to be, dedicated, for public use. See also, “Roads for Public Use” in §22-402.

Runoff—that part of precipitation which flows over the land.

Runoff characteristics—the surface components of any watershed which affect the rate, amount, and direction of stormwater runoff. These may include, but are not limited to, vegetation, soils, slopes and man-made landscape alterations.

SCS—U.S. Department of Agriculture Soil Conservation Service.

Sediment—mineral or organic solid material that is being transported or has been moved from its site of origin by air, water or ice and has come to rest.

Sedimentation—the process by which mineral or organic matter is accumulated or deposited by moving water, wind or gravity.

Semi-pervious surface—a ground surface or ground surface covering which has been modified from its natural state as to greatly diminish its natural tendency to allow the downward movement of water into the sub-surface.

Sight distance—the required length of roadway visible to the driver of a passenger vehicle at any given point on the roadway when the view is unobstructed by traffic. Sight distance measurement shall be made from a point 4.5 feet above the centerline

of the road surface to a point in the distance 0.5 feet above the centerline of the road surface.

Storage facility—see “detention pond” and “retention pond.”

Storm frequency—the average interval in years over which a storm event of a given precipitation volume can be expected to occur.

Storm sewer—a sewer that carries intercepted surface runoff, street water and other drainage, but excludes domestic sewage and industrial waste.

Stormwater—that portion of precipitation which runs over the land.

Stormwater collection system—natural or man-made structures that collect and transport stormwater through or from a drainage area to the point of final outlet including, but not limited to, any of the following: conduits and appurtenant features, canals, channels, ditches, streams, culverts, streets and pumping stations.

Stormwater Management Plan—a plan for managing stormwater runoff adopted by Crawford County as required by the Storm Water Management Act, 32 P.S. §680.1 *et seq.*

Structure—any man-made object which requires a fixed location on the ground or an attachment to something having a fixed location on the ground including, but not limited to, buildings, billboards, signs, carports, porches, decks, swimming pools, walls and other building features, but not including sidewalks, drives and patios.

Subdivider—the owner or his agent with written authority and having detailed knowledge of the proposed subdivision.

Subdivision—the division or re-division of a lot, tract or parcel of land by any means into two or more lots, tracts, parcels, or other divisions of land including changes in existing lot lines for the purpose, whether immediate or future, of lease, partition by the court for distribution to heirs or devisees, transfer of ownership or building or lot development; provided, however, that the subdivision by lease of land for agricultural purposes into parcels of more than 10 acres, not involving any new street or easement of access or any residential dwelling, shall be exempted; and, provided however, that conveyances executed for the sole purpose of settling bona fide property line disputes between adjoining owners shall not be considered subdivisions as defined herein.

Survey, property—an accurate drawing prepared by a registered professional land surveyor.

Surveyor—a professional land surveyor registered as such by the Commonwealth of Pennsylvania.

Swale—a low-lying stretch of land which gathers or carries surface water runoff.

Township—Union Township or the Union Township Board of Supervisors.

Watercourse—any channel for conveyance of surface water having a defined bed and banks, whether natural or artificial, with perennial or intermittent flow.

Watershed—the entire region or area drained by a stream or other body of water whether natural or artificial. A “designated watershed” is an area delineated by the Pennsylvania DEP and approved by the Environmental Quality Board for which counties are required to develop watershed stormwater management plans.

Watershed Stormwater Management Plan—a plan for managing stormwater runoff throughout a designated watershed adopted by Crawford County as required by the

Pennsylvania Storm Water Management Act, 32 P.S. §680.1 *et seq.*
(*Ord. 2014-01, 2/17/2014*)

APPENDICES

APPENDIX 22-I. CERTIFICATES The following certificates shall be placed on all plats and/or site plans. The language of the certificates need not be exactly as shown hereunder but it shall convey in a reasonable way the same information and/or assurances.

1. Township Supervisor's Statement

THIS PLAT WAS GIVEN FINAL APPROVAL BY THE SUPERVISORS OF

LOCAL TOWNSHIP ON _____

(DATE)

(signature of authorized approving official)

2. Professional Land Surveyor's Statement

I, _____, hereby certify that I am a professional land surveyor currently registered in the state of Pennsylvania, that this plat correctly represents a survey completed by me, that all monuments shown hereon actually exist, and that their location and material are accurately shown.

(date)

(signature)

3. Review Statement from the Crawford County Planning Commission

REVIEWED BY THE CRAWFORD COUNTY PLANNING COMMISSION ON

_____, 19____. THE SIGNATURE HEREON DOES NOT ESTABLISH APPROVAL OR DISAPPROVAL OF THIS SUBDIVISION, BUT INDICATES THE COMMISSION HAS MADE REVIEW COMMENTS WHICH HAVE BEEN PROVIDED TO THE LOCAL MUNICIPALITY, AND THE SUBDIVIDER AND WHICH ARE PART OF THE PUBLIC RECORD.

(signature of authorized official)

4. Review Statement from the Union Township Planning Commission

This plat was reviewed by the Pine Township Planning Commission and comments were resolved on

_____, 19_____.

(signature of authorized official)

5. Either statement A. or B. shall be entered on the plat, depending on whether or not there is a public dedication.

A. Owners Dedication

We (I) hereby certify that we (I) own the property plotted hereon and that this plat is made for the purpose of subdividing the property. Building setback lines are established on this plat between which lines and the property lines of the road(s) there shall be no building erected.

(date)

(signature)

(signature)

(signature)

State of Pennsylvania
Crawford County

Sworn to and subscribed before me, a
notary public this _____ day of _____.
My commission expires _____.

Notary Public

B. Owners Declaration and Dedication Statement:

We (I) hereby certify that we (I) own the property plotted hereon and that this plat is made for the purpose of subdividing the property. All roads (park areas, if applicable) shown on this plat and not heretofore dedicated are hereby dedicated to the public. Building setback lines are established on this plat between which lines and the property lines of the road(s) there shall be no building erected.

(date)

(signature)

(signature)

(signature)

State of Pennsylvania
Crawford County

Sworn to and subscribed before me, a
notary public this _____ day of _____.
My commission expires _____.

Notary Public

APPENDIX 22-II. EASEMENTS.

Depending on the nature of the subdivision or land development the following easements may be required on the plan and/or site plan. The language of these easements need not be exactly as shown hereunder but it shall convey, in a reasonable way, the same information and/or assurances.

1. Utility Easement

An easement is hereby granted to all public utility companies, and their respective successors and assigns, to install, place and maintain sewers, water mains, gas main, conduits, cables, poles and wires, either overhead or underground with all necessary braces, guys, anchors, and other appliances in, upon, along and over the strips of land designated on the plat and marked UTILITY EASEMENT, for the purpose of serving the public in general with sewer, water, gas, electric, and telephone service, together with the right to enter upon the said easements for public utilities at all times for any and all of the purposes aforesaid and to trim and keep trimmed any trees, shrubs, or saplings that interfere with any such utility equipment. No permanent buildings shall be placed on said easement.

2. Drainage Easement

An easement is hereby granted to [the Township and/or the Homeowners' Association] for the purpose of maintaining a drainage waterway upon the land designated on the plat as DRAINAGE EASEMENT. No structures or planting shall be placed or maintained in this easement which will interfere with the intended drainage functions of this easement nor with necessary and normal maintenance and/or drainage installation operations if such be required.

APPENDIX 22-III. STATEMENTS ON THE HANDLING OF SEWAGE NEEDS.

Where individual systems (on-lot systems) shall be necessary to handle sewage needs one of the following statements may be required to be placed on the plat.

1. Sewage needs on this lot require an individual system, the permit for which is not guaranteed through the approval of this plat and which must be issued by the Township before building can legally proceed.
2. Sewage needs on each of these lots require an individual system, the permits for which are not guaranteed through the approval of this plat and which must be issued by the Township before building can legally proceed.
3. Individual systems shall be necessary to handle sewage needs in this subdivision. Soils in this subdivision have been examined by a sewage enforcement officer and have been found generally suitable for individual systems; however, a buyer shall know that building activity cannot legally proceed on any lot prior to the issuance, by the township, of an individual sewage system permit for the property under consideration.

APPENDIX 22-IV. SUBDIVISION AND/OR LAND DEVELOPMENT APPLICATION FORM.

The following information shall be supplied the Township in the form of a written application:

- * Name of subdivision and/or land development _____
- * Name of subdivider _____
Address _____ Telephone _____
- * Name of subdivider's agent _____
Address _____ Telephone _____
- * Location of subdivision _____
- * Type of development _____
(residential, commercial, etc.)
- * Approximate number of lots _____ Gross acreage _____
- * General statements on the handling of:
 - Sewage _____
 - Potable Water _____
 - Storm drainage _____
 - _____
 - Electricity _____
 - Other Utilities _____
 - _____
- * Zoning, if applicable _____

- * Facts about surrounding area _____

- * Provision of park and recreation space _____

- * Intended timing of development _____

APPENDIX 22-V. WAIVER FORM.

Union Township Subdivision And Land Development Ordinance
(Section 109.4)

GRANTOR'S Statement:

I, _____, owner of a parcel
(grantor's name)
of land in Union Township identified as tax assessment map
number _____, do propose to convey a portion of
(number)

aforesaid property to _____,
(grantee's name)
owner of a parcel of land in Union Township identified as tax assessment
map number _____.
(number)

I, _____, do hereby affirm
(grantor's name)
that this conveyance will not reduce the land area and/or width of my aforesaid
property below applicable County and/or local requirements as witness my hand
and seal and date.

(Notary Signature)

My Commission Expires _____.

(grantor's signature) (date)

SEAL

(Zoning Officer signature) (date)

GRANTEE'S STATEMENT:

I, _____, an acquiring
(grantee's name)
a portion of the property now owned

by _____, identified
(grantor's name)

as tax assessment map number _____,
(number)

I, _____, do hereby
(grantee's name)
affirm that the aforesaid property I am acquiring shall abut and be contiguous
to the property I presently own identified as tax assessment map number

_____ and shall therefore merge
(number)

under law with my existing property. I, _____,
(grantee's name)

do furthermore affirm that the use of this property being conveyed to me shall be
governed by the provisions of applicable local and county land use regulations including,
but not limited to, providing for required off-street parking, building set-back lines,
and reservation for future rights-of-way on existing streets or roads, as witness my hand
and seal and date.

(Notary Signature)

My Commission Expires _____

(grantee's signature)

(date)

SSAL

SUBDIVISION ADMINISTRATOR'S STATEMENT:

Waiver of final plan or property survey submission approved in accordance with Section 109.4
of the Union Township Subdivision and Land Development Ordinance.

(Subdivision Administrator's Signature) 22-70

(date)

ACT 247 COUNTY REFERRAL

TO: CRAWFORD COUNTY PLANNING COMMISSION

RE: Request for review of a Subdivision Plan, Land Development Proposal, or Ordinance Amendment pursuant to the Pennsylvania Municipalities Planning Code, Act 247. This application must be completed and submitted by the municipality, along with one full set of prints of the plans and accompanying documents. The original drawing must be submitted for signing and accompanied by the required fee for review. Checks are payable to the Crawford County Planning Commission.

TO BE COMPLETED BY MUNICIPALITY

FROM (municipality): _____
 DATE: _____ FEE \$: _____
 ELECTED OFFICIAL'S NAME
 (or appointed secretary): _____
 TITLE: _____
 SIGNATURE: _____

TO BE COMPLETED BY APPLICANT

A. APPLICANT IDENTIFICATION

Owner/Applicant Name _____ Address _____ Phone _____
 Surveyor/Architect/Engineer Name _____ Address _____ Phone _____

B. TYPE OF REVIEW REQUESTED (check all appropriate boxes)

- Subdivision/Land Development/Planned Residential Dev.
 - Minor (\$25)
 - Major
 - Sketch Plan (NO FEE)
 - Preliminary (\$100)
 - Final (\$25 per phase)
- Zoning Amendment (NO FEE)
- Curative Amendment (NO FEE)
- Subdivision Ordinance Amendment (NO FEE)
- Comprehensive Plan (NO FEE)
- Other _____

Sub./Dev. name _____
 Location _____

C. TAX PARCEL(S) (numbers as recorded in county assessment office)

_____ # _____ # _____

D. ZONING (where applicable)

District _____
 Existing _____ Proposed _____
 Special Exception/Conditional Use/Variance:
 Needed Granted

E. PLAN INFORMATION

Total area _____ (acres or square feet)
 Length of new road _____
 Number of new parking spaces _____
 Ownership of roads:
 Public Private
 Home Owners Association (HOA) responsible for common facilities/areas:
 Yes No
 HOA documents provided:
 Yes No

Fill in only for commercial, industrial or institutional land use:
 Ground floor area of building _____ (square feet)

F. PROPOSED UTILITIES AND EASEMENTS

Sanitary sewer _____

 Water _____

 Storm water _____

 Stream easements _____
 Other easements _____
 Other considerations _____

G. OTHER AGENCY REVIEWS

Dept. of Transportation Date _____
 Dept. of Environmental Resources Date _____
 Other _____ Date _____

TO BE COMPLETED BY PLANNING OFFICE

CCPC REVIEW RECORD

Date received _____
 Commission review date _____
 Staff review date _____
 Date DER Planning Module filed _____

Comments Forwarded To:

- Surveyor/Architect/Engineer
- Municipality
- Municipal Planning Commission
- Owner/Applicant
- Other _____

