UPPER UWCHLAN TOWNSHIP
BOARD OF SUPERVISORS MEETING,
AGENDA
DECEMBER 19, 2022
7:00 p.m.

LOCATION: Township Building, 140 Pottstown Pike, Chester Springs PA 19425

Packet Page #

I. CALL TO ORDER
- A. Salute to the Flag
- B. Moment of Silence
- C. Inquire If Any Attendee Plans to Audio or Video Record the Meeting

II. APPROVAL OF MINUTES: November 15, 2022 Board of Supervisors, Draft 2023 Budget Workshop — 3
November 21, 2022 Board of Supervisors Meeting — 6

III. APPROVAL OF PAYMENTS — 10

IV. TREASURER'S REPORT — 43

V. SUPERVISORS' REPORT
- A. Board/Commission Appointments: Zoning Hearing Board Alternate, Historical Commission, Municipal Authority — 75
- B. Police Department Liaison Report
- C. Calendar:

December 23, 2022 Office Closing at 1:00 p.m.
December 26, 2022 Office Closed ~ Christmas Day observed
December 30, 2022 Office Closing at 1:00 p.m.
January 2, 2023 Office Closed ~ New Year's Day observed
January 3, 2023 7:00 p.m. Board of Supervisors Annual Organization Meeting
January 4, 2023 9:00 a.m. Elected Auditors Annual Organization Meeting
January 10, 2023 4:00 p.m. Board of Supervisors Workshop
January 16, 2023 Office Closed ~ Martin Luther King, Jr. Day
January 17, 2023 **(Tuesday)** 7:00 p.m. Board of Supervisors Meeting

Christmas Tree, Yard Waste Collection Dates: December 28, 2022; January 4 and 18, 2023
Do not use plastic bags as these materials are composted. Place bare, unadorned Christmas trees and yard waste materials curbside the night before to guarantee collection.

VI. ADMINISTRATION REPORTS
- A. Township Engineer's Report — 76
- B. Building and Codes Department Report — 80
- C. Police Chief's Report — --
- D. Public Works Department Report — 82

VII. LAND DEVELOPMENT
- A. Preserve at Marsh Creek Phase 2 – Sanitary Sewer Escrow Release #1 - $319,440.57 — 85

VIII. ADMINISTRATION

A. YSM Professional Services Agreement Addendum ~ consider approval 89
B. Solid Waste and Recycling Contracts ~ Exercise 1-Year Extensions 96
C. Resolution Adoptions:
   i. 2023 Budget and Tax Millage Rate 103
   ii. 2023 Pension Plan Contribution Rate – Uniformed Employees 257
   iii. 2023 Pension Plan Contribution Rate -- Non-Uniformed Employees 258
   iv. 2023 Fee Schedule 259
   v. 2023 Emergency Services Providers 272
D. Act 167 Stormwater Ordinance ~ Amendment – consider approval 273

IX. OPEN SESSION

X. ADJOURNMENT

Upper Uwchlan Township
Board of Supervisors, Draft 2023 Budget Workshop
November 15, 2022
4:00 p.m.
Minutes
DRAFT

Attendees:

Sandy D'Amico, Chair
Jenn Baxter, Vice-Chair
Andy Durkin, Member

Kristin Camp, Esq., Township Solicitor

Tony Scheivert, Township Manager
Gwen Jonik, Township Secretary
Jill Bukata, Township Treasurer
Rhys Lloyd, Building Code Official
Anthony Campbell, Zoning Officer
Dave Leh, Township Engineer
Lt. Tom Jones
Cpl. Joe Carr
Byron Nickerson, Emergency Management Coordinator, Chair of the Emergency Management Planning Commission

The Workshop was held at the Township Building, 140 Pottstown Pike, Chester Springs PA 19425.

Sandy D'Amico called the Workshop to order at 4:08 p.m., led the Pledge of Allegiance and offered a moment of silence. No one planned to record the Workshop. There were 4 citizens in attendance.

Sandy D'Amico announced a change in the Agenda order and moved on to Item V. Stormwater Management.

Stormwater Management ~ Best Management Practices (BMPs)
Discuss inspection process.

As the Act 167 Stormwater Management Ordinance amendment is being reviewed for adoption next month, the Board discussed options for the BMP inspection process. Dave Leh recommends that Upper Uwchlan continue the process of Gilmore & Associates inspecting the stormwater management facilities, invoicing the Township for those inspections, and the Township would invoice the property owner. A flat fee could be determined, perhaps $80-$100, or the Township would invoice the actual costs incurred by Gilmore for their time and the inspection report preparation. Gilmore has completed the inspections for this year in Upper Uwchlan and they average $100-125/inspection. Kristin Camp asked if the fee could be stated in the building permit that triggers the need for stormwater management or include it on our annual Schedule of Fees. She advised that some Municipalities cover the inspection costs in their General Fund, others have the property owner schedule and pay for the inspections directly and others schedule the inspection and bill the property owner. Further discussion included adding language in the Stormwater Management Agreement that says the property owner will reimburse the township for the actual costs incurred for each BMP inspected, up to a maximum of $250, or other amount as determined by the Board. A letter is sent to the property owner beforehand advising them the BMP(s) will be inspected within a certain date range and if any issues are found, they'll receive a report afterward. The BMP will be inspected to assure the issue was resolved appropriately.

The authorization to advertise the Act 167 Stormwater Management Ordinance amendment will be on the Board's November 21 meeting agenda.

Uwchlan Ambulance Corps – Satellite Location

Byron Nickerson, the Township Emergency Management Coordinator (EMC) and Chair of the Emergency Management Planning Commission (EMPC), introduced Tammy Whiteman and Matt Davison of Uwchlan Ambulance Corps (UAC) and a representative of DCNR on behalf of Marsh Creek State Park. Uwchlan Ambulance is proposing a sub-station in Upper Uwchlan Township, at 520 Milford Road. A sub-station had previously been discussed in 2003 and was included in the Comprehensive Plans since that time. Due to the tremendous amount of development over the last 20 years, there are certain times of day that are more difficult for an ambulance to get through the Township. With the aging population (55+ community and the upcoming senior living facility) and the closure of Brandywine and Jennersville Hospitals, round trip timing has increased. If they have to wait at the receiving hospital until the patient gets a bed in the ER, that ties up the ambulance.

The sub-station would have a new ambulance and crew so as to not decrease their current capabilities. The costs would be to upgrade the site and building for a heated garage, insurance, etc. They would be courteous to neighbors by not putting on the sirens immediately. A traffic light is proposed for the intersection of Milford Road and Little Conestoga Road in the future. The ambulance would be staffed with an AEMT (advanced) and an EMT-B (basic) from 8:00 a.m. to 8:00 p.m., the peak hours.

They currently have 3 rigs covering 17-21 calls per 12-hour period. A sub-station would provide quicker responses to Marsh Creek State Park, as well. Byron noted the EMPC had met with UAC and they are on board with the proposal. Discussion included the benefit this would bring to the Township residents; options for creating a temporary structure (tent, pole barn) while working on a permanent facility; with the proximity to the State Park, perhaps the State could assist with funds (request via our State Rep. and Senator); the Township might be able to use some of the ARPA funds; there are delays in new ambulance production but UAC already has a new rig and staff for it in their budget. The EMPC will provide a recommendation for the Board to consider.

Active Transportation Plan Committee ~ Approve Members

Tony Scheivert noted the Township has received a Grant to develop an Active Transportation Plan, for pedestrian and bicycling facilities. The Board is asked to appoint the following residents to the Active Transportation Plan Committee. Jenn Baxter moved, seconded by Andy Durkin, to appoint Neil Phillips, Sally Winterton, Steve Fean, Jordan Staub, Cathy Tomlinson, Steve Egnaczyk, Susan Quake, Praveen Nadkarni, Sandy D'Amico, Byron Nickerson and Tony Scheivert to the Active Transportation Plan Committee. The motion carried unanimously.

Draft 2023 Budget

Jill Bukata, Treasurer, provided highlights of the 2023 Budget:

General Fund. Earned income tax revenue is $500,000 ahead of budget this year so that is being increased by $400,000 for 2023.

Capital Fund. We are proposing lease-to-own over a 5-year period for several items: 2 cars and 1 truck for the Police Department; a truck for the Zoning Officer, which we might be able to get this year; hybrid vehicle(s) for Police Administration, which we might be able to get this year; a paver and a roller; Hickory Park field improvements or new fields/courts, and lighting. We've received a DCNR Grant matching not quite half of the $900,000 total project costs; Upland Farm HVAC system, which could be funded by ARPA funds. Tony Scheivert explained that ARPA funds initially were only for specific projects such as water supply, sanitary sewer, Police Department covid payments, but now they aren't as restricted; $50,000 for trails - Windsor Ridge trail study.

Water Resource Protection. This category is the same as 2022 but Marsh Creek Watershed was removed. Tony noted the cost for T&M Associates to work on the stormwater fee implementation is @ $140,000, included in the budget.

Sewer Fund. This Fund is also the same as 2022. It basically funds the Bond payments.

Act 209 Fund. There is currently no activity for this Fund.

Jenn Baxter moved, seconded by Andy Durkin, to authorize the advertisement of the Draft 2023 Budget. The motion carried unanimously.

Gerry Stein asked if the Upland Farm HVAC system was for the house or the Barn. Tony replied it is for the Barn. We await quotes from Carol Quigley, Project Manager at Frens & Frens for several items for the house.

Open Session
There were no comments offered.

Adjournment
There being no further business to be brought before the Board, Sandy D'Amico adjourned the Workshop at 5:33 p.m. The Board proceeded to conduct an Executive Session.

Respectfully submitted,

Gwen A. Jonik
Township Secretary

UPPER UWCHLAN TOWNSHIP
BOARD OF SUPERVISORS
MEETING
November 21, 2022
7:00 p.m.
DRAFT

Attending:

Board of Supervisors
Sandra M. D'Amico, Chair
Jennifer F. Baxter, Vice-Chair

Kristin Camp, Esq., Township Solicitor

Township Administration
Tony Scheivert, Township Manager
Gwen Jonik, Township Secretary
Jill Bukata, Township Treasurer
Lt. Tom Jones, Interim Chief of Police
Rhys Lloyd, Director of Building & Codes
Dave Leh, Township Engineer

The Meeting was held at the Township Building, 140 Pottstown Pike, Chester Springs PA 19425. Mrs. D'Amico called the meeting to order at 7:04 p.m., led the salute to the flag and offered a moment of silence. No one planned to record the meeting. There were 12 citizens in attendance. Mrs. D'Amico announced that Executive Sessions had been held November 15 and November 21, 2022, regarding legal matters.

Approval of Minutes
Mrs. Baxter moved, seconded by Mrs. D'Amico, to approve as presented the minutes of the October 11, 2022 Board of Supervisors and Draft 2023 Budget Workshop, the October 11, 2022 Special Meeting ~ 100 Greenridge Road Conditional Use Decision, and the October 17, 2022 Board of Supervisors Meeting. The motion carried unanimously.

Approval of Payments
Mrs. Baxter moved, seconded by Mrs. D'Amico, to approve the payments to all vendors listed November 18, 2022. The motion carried unanimously.

Treasurer's Report
Jill Bukata reported the Township's financial condition remains strong; year-to-date revenues are at 93.3% of budget; year-to-date expenses are 76% of budget; earned income revenue to date is $500,000 above budget.

Supervisor's Report
Deputy Chief Kimes, Ludwigs Corner Fire Company attended to receive Upper Uwchlan's check for $150,000, our contribution toward the purchase of their new fire truck. Chief Kimes thanked the Township for the support.

Mrs. D'Amico read the published calendar and yard waste collection dates as follows: November 24-25, 2022 Township Office Closed ~ Thanksgiving Holiday; November 26, 2022 Annual Tree Lighting at Upland Farm Park – 5:00 p.m., 3:30-6:00 p.m. music, refreshments, kids crafts, followed by fireworks at 5:45 p.m. in the Village of Eagle; December 13, 2022 4:00 p.m. Board of Supervisors Workshop; December 19, 2022 7:00 p.m. Board of Supervisors Meeting; December 26, 2022 Township Office Closed ~ Christmas Day observance – there will be trash and recycling service; January 2, 2023 Township Office Closed ~ New Years Day observance – there will be trash and recycling service; January 3, 2023 7:00 p.m. Board of Supervisors Annual

Organizational Meeting; yard waste collections November 30, December 14, December 28 (includes Christmas Trees).

Overflow parking for the tree lighting activities will be on Darrell Drive.

Mrs. D'Amico advised there is no Police Liaison Report this month due to the recent change in the Department.

A representative of the Chester County Library system announced a Holiday Craft Fair will be held December 10 in Exton and Henrietta Hankin Branch's "Family Winter Read Aloud" program throughout the month of February – read aloud to your child(ren) to earn a free book and a raffle ticket for the Grand Prize.

Administration Reports

Township Engineer's Report

Dave Leh reported that P.J. Reilly has submitted a preliminary land development plan proposing their headquarters at 301 Park Road. The plan is under review by the consultants.

Building and Codes Department Report

Rhys Lloyd reported that 54 building permits were issued last month, totaling $42,196 in permit fees; 181 scheduled inspections were completed; 15 zoning complaints were investigated; 4 resale inspections were completed; 16 new houses settled.

Police Chief's Report

Interim Chief Jones reported there were 1,120 incidents logged last month; 5 officers graduated from CIT training -- crisis intervention technician -- intense training and de-escalation for calls involving mental health issues. Only 1 officer left to be trained; Detective-Corporal Gathercole recently completed the Commander and Leadership Academy; the officers are participating in "No Shave November" charity – officers donate funds to not shave during the month – the funds are given to 2 families in the County who lost officers on the job; a reminder to watch your package deliveries and your trash/recycling cartons this time of year and lock your cars to deter robberies.

Public Works Department Report

Tony Scheivert reported that 153 work orders were received and completed last month; line painting has been completed; storm water inlet maintenance and repair is on-going; the Department worked with the Police Department at Upland Farm Park for a STEM Academy activity.

Land Development

Villages at Chester Springs Partial Escrow Release. Dave Leh noted that in August, the Township approved the release of the Villages' final escrow contingent upon a $15,000 cash escrow until the Staff completed a site visit. Toll was to re-seed 3 sections of swales and replace 5 sidewalk panels. Toll has completed these tasks (the seed hasn't yet taken hold) so a partial release of $10,000 is recommended. The remaining $5,000 will be held until it's confirmed that the seed has taken. This cash escrow is separate from the 18-month Maintenance Bond of $15,000. Mrs. Baxter moved, seconded by Mrs. D'Amico, to approve the release of $10,000. Naresh Tulluru commented the sidewalks were replaced but he believed the cash escrow was to cover erosion issues along Route 100 and requested the release be tabled. Mrs. D'Amico read an October letter from the Township Engineer regarding the items the Township could require Toll to repair, and the Township Engineer has stated the items have been completed. Mr. Tulluru was upset, stating Toll has not repaired the swale. The motion to release the $10,000 carried unanimously.

100 Greenridge Road Conditional Use Decision Clarification. The Applicant's attorney requested clarification regarding the waiver for the roads to be constructed in precautionary slopes. Kristin Camp explained that the waiver regarding the precautionary slopes didn't mention Roads B and C. Portions of Roads B and C are in those areas and should be included in the Decision. She explained that the intention of the Decision was to apply to the whole plan, all 3 roads. Mrs. Baxter moved, seconded by Mrs. D'Amico, that the Board of Supervisors agrees that all of the roads were included in the Decision such that Condition #3 as stated should also allow Roads B and C for clarification purposes. Gerry Stein confirmed this relates to precautionary slopes, not prohibitive. Ms. Camp replied that was correct. The motion carried unanimously.

500 Pottstown Pike Introduction. Alyson Zarro, Esq., Bob Stanislao and Dan Mattson, P.E. introduced a plan to the Planning Commission November 10 proposing a Porsche service center initially and potentially adding a dealership in the future for the site at 500 Pottstown Pike. The parcel is split zoned – the front is C-3 Highway Commercial, the back is LI Limited Industrial. The Planning Commission was supportive of them seeking a petition to rezone to C-3 the back portion so the entire parcel would be C-3. The C-3 District allows both types of use through Conditional Use, whereas LI would require a Special Exception. The area and bulk requirements are the same. This is a concept plan for a phased project on the 13.8 acre parcel. Stormwater would be managed to the rear of the parcel. The main service center is proposed 30,000 SF building with 149 parking spaces, in excess of the Township's requirements. The intent is to align the driveway with Font Road and create an intersection, most likely with a traffic light, which would require PennDOT approval. This parcel had been part of the oil tank farm and Ms. Camp inquired if an environmental study was done when the tanks were removed. This is being researched. Also briefly discussed was if the trail from Windsor Ridge could be connected around the perimeter and cross Route 100 at the Font Road intersection, to connect with the trail at the Reserve at Eagle. Ms. Zarro asked if the Board was so inclined, they'll petition for a formal change in zoning to C-3. To rezone all of it to LI would then segregate the two C-3 zoned properties on either side. Steve Egnaczyk commented on the building design reflecting Chester County aesthetics and asked if they'd consider adding a second northbound lane to Route 100. That would be difficult due to the roadside location of the Styer building next door. Hours of operation would be 7:00 am. – 6:00/7:00 p.m. Ms. Camp said the Township would review the uses with the Township Zoning Officer.

ADMINISTRATION

Vehicle Purchases. Tony Scheivert requested the Board approve the purchase of a 2022 Ford Ranger XLT for $32,300 for the Building Department and 2 Ford Police Interceptors at $39,000 each for the Police Department. They were planned to be included in the 2023 Budget but due to ordering back logs and supply delays, we can purchase the vehicles now from Whitmoyer Ford as they have them in stock. The pricing is through the State's Co-Stars purchasing program. Mrs. Baxter moved, seconded by Mrs. D'Amico, to approve the purchases. The motion carried unanimously.

Disposition of Township Property. Gwen Jonik explained that an automotive rotary lift, a 2014 Ford Interceptor SUV (VIN#1FM5KAR0EGA60219), and 48 green upholstered stackable chairs had been offered for sale via Municibid, an electronic auction. The Board was asked to approve the sales to the high bidders as follows: rotary lift high bid $825.00; 2014 Ford Interceptor high bid $7,200.00; green chairs high bid $145.00. Mrs. Baxter moved, seconded by Mrs. D'Amico, to approve the sales to the high bidders. The motion carried unanimously.

Authorize Advertisement of Act 167 Stormwater Management Ordinance Amendment. Kristin Camp explained the ordinance amendment is a mandated ordinance by PaDEP through the County-Wide model ordinance. Mrs. Baxter moved, seconded by Mrs. D'Amico, to authorize the

advertisement of the ordinance amendment for adoption at the December 19, 2022 Board of Supervisors meeting. The motion carried unanimously.

Open Session

Naresh Tulluru, resident in the Villages at Chester Springs, commented on additional landscaping that was built in the Villages that wasn't on the approved plans, shouldn't the Township have required they be removed, and the Township should require Toll to address the swales that need to be repaired.

Sue Quake, Lauren Lane resident, asked if Toll had applied for a Zoning Hearing for their 100 Greenridge Road project. They have not.

Adjournment

There being no further business to be brought before the Board, Mrs. D'Amico adjourned the Meeting at 8:18 p.m.

Respectfully submitted,

Gwen A. Jonik
Township Secretary

Range of Checking Accts: GENERAL to GENERAL Range of Check Ids: 53603 to 53678
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

| Check # | Check Date | Vendor | | Amount Paid | Reconciled/Void | Ref Num |
|---|---|---|---|---|---|---|
| | 11/28/22 | PITNEBOW | PITNEY BOWES BANK INC | 750.00 | 11/30/22 | 2737 |
| | 11/28/22 | PENNS030 | PA CHIEFS OF POLICE ASSOC | 200.00 | | 2738 |
| | 11/23/22 | ANCHORFI | ANCHOR FIRE PROTECTION, INC | 825.00 | 11/30/22 | 2739 |
| | 12/08/22 | DEPTOFTR | COMMONWEALTH OF PENNSYLVANIA | 58.00 | | 2744 |
| | 12/13/22 | CAMPANEL | CAMPANELLA CONSULTING GROUP | 712.50 | | 2745 |
| | 12/19/22 | 21ST | 21st CENTURY MEDIA PHILLY | 1,361.47 | | 2749 |
| | 12/19/22 | A1SECURI | A-1 SECURITY CENTER | 75.00 | | 2749 |
| | 12/19/22 | ADVAN010 | ADVANCED HORTICULTURAL SOLN | 23,304.00 | | 2749 |
| | 12/19/22 | ALLPRO | ALL PRO TEAM SPORTS | 555.00 | | 2749 |
| | 12/19/22 | AQUAP010 | AQUA PA | 1,614.00 | | 2749 |
| | 12/19/22 | ARROC010 | ARRO CONSULTING, INC. | 1,717.50 | | 2749 |
| | 12/19/22 | ATTMOBIL | AT & T MOBILITY | 900.66 | | 2749 |
| | 12/19/22 | BLHEATIN | B&L OTT HEATING AND AIR LLC | 2,513.00 | | 2749 |
| | 12/19/22 | BRANDSPC | BRANDYWINE VALLEY SPCA | 238.75 | | 2749 |
| | 12/19/22 | BRANDWIN | BRANDYWINE CONSERVANCY | 10,347.50 | | 2749 |
| | 12/19/22 | BUCKL010 | BUCKLEY, BRION, MCGUIRE, MORRI | 1,271.00 | | 2749 |
| | 12/19/22 | BURKHOLD | BURKHOLDER MFG, INC. | 77.40 | | 2749 |
| | 12/19/22 | CHARLHIG | CHARLES A HIGGINS & SONS | 2,550.00 | | 2749 |
| | 12/19/22 | CHRISBOY | CHRIS BOYLE LAW ENFORCEMENT | 1,386.00 | | 2749 |
| | 12/19/22 | COMCA010 | COMCAST | 1,381.29 | | 2749 |
| | 12/19/22 | CRYST010 | CRYSTAL SPRINGS | 162.79 | | 2749 |
| | 12/19/22 | DELAW030 | DELAWARE VALLEY HEALTH TRUST | 55,646.69 | | 2749 |
| | 12/19/22 | DEWEE010 | DEWEES BROTHERS PLUMBING & HEA | 90.00 | | 2749 |
| | 12/19/22 | DIGITALL | DIGITAL-ALLY | 4,743.00 | | 2749 |
| | 12/19/22 | EAGLE130 | EAGLE TERMITE & PEST CONTROL | 95.00 | | 2749 |
| | 12/19/22 | EAGLHARD | EAGLE HARDWARE | 620.58 | | 2749 |
| | 12/19/22 | EASTG005 | EAST GOSHEN TOWNSHIP | 767.67 | | 2749 |
| | 12/19/22 | ECKERTSE | ECKERT SEAMANS | 7,670.00 | | 2749 |
| | 12/19/22 | FAULKNER | FAULKNER FLEET GROUP | 492.04 | | 2749 |
| | 12/19/22 | FLEXIBEN | FLEXIBLE BENEFIT ADMINISTRATOR | 64.00 | | 2749 |
| | 12/19/22 | GATHE010 | BRIAN E. GATHERCOLE | 2,385.00 | | 2749 |
| | 12/19/22 | GENSERVE | GENSERVE, INC | 665.00 | | 2749 |
| | 12/19/22 | GILMO020 | GILMORE & ASSOCIATES, INC | 6,484.82 | | 2749 |
| | 12/19/22 | HAWEI010 | H.A. WEIGAND, INC. | 1,064.50 | | 2749 |
| | 12/19/22 | HELPNOW | HELP-NOW,LLC | 2,934.63 | | 2749 |
| | 12/19/22 | HONEYBRO | HONEY BROOK OUTDOOR POWER | 308.58 | | 2749 |
| | 12/19/22 | INTER010 | INTERCON TRUCK EQUIPMENT | 404.27 | | 2749 |
| | 12/19/22 | KEENC010 | KEEN COMPRESSED GAS COMPANY | 80.70 | | 2749 |
| | 12/19/22 | KIMBALLW | KIMBALL MIDWEST | 354.63 | | 2749 |
| | 12/19/22 | LEVEN010 | LEVENGOOD SEPTIC SERVICE | 583.00 | | 2749 |
| | 12/19/22 | LINESYST | TELESYSTEM | 1,110.56 | | 2749 |
| | 12/19/22 | LMTDEF01 | LMT DEFENSE | 498.00 | | 2749 |
| | 12/19/22 | LUDWI060 | LUDWIG'S CORNER SUPPLY CO. | 13.99 | | 2749 |
| | 12/19/22 | MARSH020 | MARSH CREEK SIGNS | 72.00 | | 2749 |
| | 12/19/22 | MCKENNA | MCKENNA SNYDER, LLC | 526.50 | | 2749 |
| | 12/19/22 | MCMAH010 | BOWMAN CCONSULTING GROUP, LTD | 5,619.38 | | 2749 |
| | 12/19/22 | METRO020 | METROPOLITAN COMMUNICATIONS | 324.95 | | 2749 |
| | 12/19/22 | MGL00010 | MGL PRINTING SOLUTIONS | 394.50 | | 2749 |
| | 12/19/22 | MIDAT010 | MID ATLANTIC CONNECTIONS, INC. | 180.00 | | 2749 |
| | 12/19/22 | MILLEPTG | MILLER PAINTING | 1,500.00 | | 2749 |
| | 12/19/22 | MONTE010 | MONTESANO BROS. | 1,174.00 | | 2749 |

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| | 12/19/22 | NAPA0010 | NAPA AUTO PARTS | 6.33 | 2749 |
| | 12/19/22 | NAPAMORG | NAPA MORGANTOWN | 204.03 | 2749 |
| | 12/19/22 | NEWHO010 | NEW HOLLAND AUTO GROUP | 2,350.93 | 2749 |
| | 12/19/22 | NORMGLAS | NORMAN T. GLASS "RESTORATIONS" | 500.00 | 2749 |
| | 12/19/22 | NORTH040 | NORTHERN SAFETY & INDUSTRIAL | 253.12 | 2749 |
| | 12/19/22 | NOVUS | NOVUS MAINTENANCE, LLC | 8,355.92 | 2749 |
| | 12/19/22 | PADEPLAB | PA DEPT OF LABOR & INDUSTRY-E | 319.86 | 2749 |
| | 12/19/22 | PECO0010 | PECO | 4,206.25 | 2749 |
| | 12/19/22 | PIERCEIN | PIERCE INNOVATIONS, INC | 917.00 | 2749 |
| | 12/19/22 | PITNEYGL | PITNEY BOWES GLOBAL FINANCIAL | 204.00 | 2749 |
| | 12/19/22 | RICHGRUB | RICHARD GRUBB & ASSOCIATES | 1,341.50 | 2749 |
| | 12/19/22 | ROBLITTL | ROBERT E. LITTLE, INC. | 71.33 | 2749 |
| | 12/19/22 | SCOTTSTE | STEVE SCOTT | 200.00 | 2749 |
| | 12/19/22 | SIRSP010 | SIR SPEEDY | 38.00 | 2749 |
| | 12/19/22 | SNAPON01 | SNAP-ON TOOLS | 25.00 | 2749 |
| | 12/19/22 | STAPLADV | STAPLES BUSINESS CREDIT | 727.70 | 2749 |
| | 12/19/22 | STAPLCRP | STAPLES CREDIT PLAN | 701.11 | 2749 |
| | 12/19/22 | TONYSCHE | TONY SCHEIVERT | 100.00 | 2749 |
| | 12/19/22 | TREASCC1 | TREASURER COUNTY OF CHESTER | 400.00 | 2749 |
| | 12/19/22 | VERIZ010 | VERIZON | 443.43 | 2749 |
| | 12/19/22 | VERIZFIO | VERIZON | 124.99 | 2749 |
| | 12/19/22 | WEATHTEC | WEATHERTECH DIRECT LLC | 272.31 | 2749 |
| | 12/19/22 | WESTB010 | WEST BRADFORD TOWNSHIP | 32.33 | 2749 |
| | 12/19/22 | WITME010 | WITMER PUBLIC SAFETY GROUP,INC | 1,888.59 | 2749 |
| | 12/19/22 | YSM | YSM | 2,418.00 | 2749 |

| Report Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 76 | 0 | 174,970.58 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | 76 | 0 | 174,970.58 | 0.00 |

Range of Checking Accts: GENERAL to GENERAL Range of Check Ids: 53603 to 53678
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

| Check # | Check Date | Vendor | PO # | Item | Description | Amount Paid | Charge Account | Account Type | Reconciled/Void | Ref Num | Contract | Ref | Seq | Acct |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 11/28/22 | PITNEBOW PITNEY BOWES BANK INC | | | | | | | 11/30/22 | 2737 | | | | |
| 22-01513 | | | 22-01513 | 1 | postage refill | 750.00 | 01-401-000-215 Postage | Expenditure | | | | 1 | 1 | |
| | 11/28/22 | PENNS030 PA CHIEFS OF POLICE ASSOC | | | | | | | | 2738 | | | | |
| 22-01514 | | | 22-01514 | 1 | pd- AD Testing-emp posting | 200.00 | 01-410-000-316 Training/Seminar | Expenditure | | | | 1 | 1 | |
| | 11/23/22 | ANCHORFI ANCHOR FIRE PROTECTION, INC | | | | | | | 11/30/22 | 2739 | | | | |
| 22-01516 | | | 22-01516 | 1 | upland-emergency service | 825.00 | 01-454-005-450 Contracted Services | Expenditure | | | | 1 | 1 | |
| | 12/08/22 | DEPTOFTR COMMONWEALTH OF PENNSYLVANIA | | | | | | | | 2744 | | | | |
| 22-01552 | | | 22-01552 | 1 | dup title - 61492968801 up | 58.00 | 01-410-000-200 Supplies | Expenditure | | | | 1 | 1 | |
| | 12/13/22 | CAMPANEL CAMPANELLA CONSULTING GROUP | | | | | | | | 2745 | | | | |
| 22-01577 | | | 22-01577 | 1 | sept & oct services | 712.50 | 01-401-000-450 Contracted Services | Expenditure | | | | 1 | 1 | |
| | 12/19/22 | 21ST 21st CENTURY MEDIA PHILLY | | | | | | | | 2749 | | | | |
| 22-01618 | | | 22-01618 | 1 | twp - sale of unused goods | 68.49 | 01-400-000-341 Advertising | Expenditure | | | | 172 | 1 | |
| 22-01618 | | | 22-01618 | 2 | watershed project bid | 345.62 | 01-400-000-341 Advertising | Expenditure | | | | 173 | 1 | |
| 22-01618 | | | 22-01618 | 3 | upland barn hvac bid | 412.96 | 01-400-000-341 Advertising | Expenditure | | | | 174 | 1 | |
| 22-01618 | | | 22-01618 | 4 | annual audit notice | 91.80 | 01-400-000-341 Advertising | Expenditure | | | | 175 | 1 | |
| 22-01618 | | | 22-01618 | 5 | public insp of budget notice | 96.98 | 01-400-000-341 Advertising | Expenditure | | | | 176 | 1 | |
| 22-01618 | | | 22-01618 | 6 | watershet project bid | 345.62 | 01-400-000-341 Advertising | Expenditure | | | | 177 | 1 | |
| | | | | | | 1,361.47 | | | | | | | | |
| | 12/19/22 | A1SECURI A-1 SECURITY CENTER | | | | | | | | 2749 | | | | |
| 22-01527 | | | 22-01527 | 1 | te key | 75.00 | 01-454-001-250 Maintenance & Repairs | Expenditure | | | | 2 | 1 | |
| | 12/19/22 | ADVAN010 ADVANCED HORTICULTURAL SOLN | | | | | | | | 2749 | | | | |
| 22-01528 | | | 22-01528 | 1 | ff-bio fert turf | 2,005.00 | 01-454-003-450 Contracted Services | Expenditure | | | | 3 | 1 | |
| 22-01528 | | | 22-01528 | 2 | ff-liquid biological | 2,374.00 | 01-454-003-450 Contracted Services | Expenditure | | | | 4 | 1 | |
| 22-01528 | | | 22-01528 | 3 | hp-liquid biological | 1,320.00 | 01-454-002-450 Contracted Services | Expenditure | | | | 5 | 1 | |
| 22-01528 | | | 22-01528 | 4 | hp-bio fert weed turf | 2,931.00 | 01-454-002-450 Contracted Services | Expenditure | | | | 6 | 1 | |
| 22-01528 | | | 22-01528 | 5 | larkins-bio fert weed turf | 670.00 | 01-454-004-450 Contracted Services | Expenditure | | | | 7 | 1 | |

| Check # / PO # | Check Date / Item | Vendor / Description | Amount Paid | Charge Account | Account Type | Reconciled/Void / Contract | Ref Num / Seq | Acct |
|---|---|---|---|---|---|---|---|---|
| ADVANCED HORTICULTURAL SOLN Continued | | | | | | | | |
| 22-01528 | 6 | ff-liquid biological | 1,849.00 | 01-454-003-450 Contracted Services | Expenditure | | 8 | 1 |
| 22-01528 | 7 | ff-bio fert weed turf | 1,762.00 | 01-454-003-450 Contracted Services | Expenditure | | 9 | 1 |
| 22-01528 | 8 | hp-bio fert turf | 1,922.00 | 01-454-002-450 Contracted Services | Expenditure | | 10 | 1 |
| 22-01528 | 9 | ff-granular soil winterizer | 1,021.00 | 01-454-003-450 Contracted Services | Expenditure | | 11 | 1 |
| 22-01528 | 10 | ff- hi-p soil balance | 1,021.00 | 01-454-003-450 Contracted Services | Expenditure | | 12 | 1 |
| 22-01528 | 11 | hp- hi-p soil balance | 1,696.00 | 01-454-002-450 Contracted Services | Expenditure | | 13 | 1 |
| 22-01528 | 12 | hp- granular soil winterizer | 1,681.00 | 01-454-002-450 Contracted Services | Expenditure | | 14 | 1 |
| 22-01528 | 13 | ff - gypsum pelleted | 1,002.00 | 01-454-003-450 Contracted Services | Expenditure | | 15 | 1 |
| 22-01528 | 14 | hp - gypsum pelleted | 2,050.00 | 01-454-002-450 Contracted Services | Expenditure | | 16 | 1 |
| | | | 23,304.00 | | | | | |
| 12/19/22 | | ALLPRO ALL PRO TEAM SPORTS | | | | | 2749 | |
| 22-01529 | 1 | mc eagles sponsorship tees | 555.00 | 01-400-000-340 Public Relations | Expenditure | | 17 | 1 |
| 12/19/22 | | AQUAP010 AQUA PA | | | | | 2749 | |
| 22-01530 | 1 | twp | 216.00 | 01-409-003-360 Utilities | Expenditure | | 18 | 1 |
| 22-01530 | 2 | twp | 240.00 | 01-409-003-360 Utilities | Expenditure | | 19 | 1 |
| 22-01530 | 3 | ff | 98.00 | 01-454-003-360 Utilities | Expenditure | | 20 | 1 |
| 22-01530 | 4 | milford | 25.00 | 01-409-004-360 Utilities | Expenditure | | 21 | 1 |
| 22-01530 | 5 | hp | 270.00 | 01-454-002-360 Utilities | Expenditure | | 22 | 1 |
| 22-01530 | 6 | pw | 120.00 | 01-409-001-360 Utilities | Expenditure | | 23 | 1 |
| 22-01530 | 7 | upland | 195.00 | 01-454-005-360 Utilities | Expenditure | | 24 | 1 |
| 22-01530 | 8 | upland | 450.00 | 01-454-005-360 Utilities | Expenditure | | 25 | 1 |
| | | | 1,614.00 | | | | | |
| 12/19/22 | | ARROC010 ARRO CONSULTING, INC. | | | | | 2749 | |
| 22-01596 | 1 | project 17000.00 consulting | 1,364.50 | 01-408-000-313 Non Reimbursable | Expenditure | | 150 | 1 |
| 22-01596 | 2 | project 10270.80 - greenridge | 267.50 | 01-408-000-310 Reimbursable Engineer | Expenditure | | 151 | 1 |
| 22-01596 | 3 | project 10270.67- upatinas | 85.50 | 01-408-000-313 Non Reimbursable | Expenditure | | 152 | 1 |
| | | | 1,717.50 | | | | | |

| Check # / PO # | Check Date / Item | Vendor / Description | Amount Paid | Charge Account | Account Type | Reconciled/Void / Contract | Ref Num / Ref Seq | Acct |
|---|---|---|---|---|---|---|---|---|
| | 12/19/22 | ATTMOBIL AT & T MOBILITY | | | | | | 2749 |
| 22-01595 | 1 | pd | 455.45 | 01-410-000-320 Telephone | Expenditure | | 143 | 1 |
| 22-01595 | 2 | admin | 60.10 | 01-400-000-320 Telephone | Expenditure | | 144 | 1 |
| 22-01595 | 3 | admin | 12.74 | 01-401-000-322 Ipad Expense | Expenditure | | 145 | 1 |
| 22-01595 | 4 | codes | 60.10 | 01-413-000-320 Telephone | Expenditure | | 146 | 1 |
| 22-01595 | 5 | codes | 46.97 | 01-413-000-322 Ipad Expense | Expenditure | | 147 | 1 |
| 22-01595 | 6 | pw | 206.34 | 01-438-000-320 Telephone | Expenditure | | 148 | 1 |
| 22-01595 | 7 | pw | 58.96 | 01-438-000-322 Ipad Expense | Expenditure | | 149 | 1 |
| | | | 900.66 | | | | | |
| | 12/19/22 | BLHEATIN B&L OTT HEATING AND AIR LLC | | | | | | 2749 |
| 22-01602 | 1 | milford- meade diagnostic fee | 149.00 | 01-409-004-250 Maintenance & repairs | Expenditure | | 157 | 1 |
| 22-01602 | 2 | milford- control board,flanges | 1,717.00 | 01-409-004-250 Maintenance & repairs | Expenditure | | 158 | 1 |
| 22-01602 | 3 | milford- taco low water cutoff | 647.00 | 01-409-004-250 Maintenance & repairs | Expenditure | | 159 | 1 |
| | | | 2,513.00 | | | | | |
| | 12/19/22 | BRANDSPC BRANDYWINE VALLEY SPCA | | | | | | 2749 |
| 22-01532 | 1 | animal control activity | 238.75 | 01-422-000-530 Contributions/SPCA | Expenditure | | 26 | 1 |
| | 12/19/22 | BRANDWIN BRANDYWINE CONSERVANCY | | | | | | 2749 |
| 22-01610 | 1 | sca document update | 3,467.50 | 01-408-000-310 Reimbursable Engineer | Expenditure | | 161 | 1 |
| 22-01610 | 2 | scu-village plan update | 6,547.50 | 01-414-002-367 General Planning | Expenditure | | 162 | 1 |
| 22-01610 | 3 | 270 moore rd | 332.50 | 01-408-000-310 Reimbursable Engineer | Expenditure | | 163 | 1 |
| | | | 10,347.50 | | | | | |
| | 12/19/22 | BUCKL010 BUCKLEY, BRION, MCGUIRE, MORRI | | | | | | 2749 |
| 22-01612 | 1 | twp - nov services | 1,107.00 | 01-404-000-311 Non Reimbursable Legal | Expenditure | | 164 | 1 |
| 22-01612 | 2 | toll bros/greenridge | 164.00 | 01-404-000-310 Reimbursable Legal Fees | Expenditure | | 165 | 1 |
| | | | 1,271.00 | | | | | |
| | 12/19/22 | BURKHOLD BURKHOLDER MFG, INC. | | | | | | 2749 |
| 22-01534 | 1 | torx floor screws | 77.40 | 01-438-000-200 Supplies | Expenditure | | 28 | 1 |
| | 12/19/22 | CHARLHIG CHARLES A HIGGINS & SONS | | | | | | 2749 |
| 22-01535 | 1 | 2022 contract for maint. | 2,445.00 | 01-438-000-450 Contracted Services | Expenditure | | 29 | 1 |

| Check # / PO # | Check Date / Item | Vendor / Description | Amount Paid | Charge Account | Account Type | Reconciled/Void Ref Num Contract | Ref Seq Acct |
|---|---|---|---|---|---|---|---|
| CHARLES A HIGGINS & SONS Continued | | | | | | | |
| 22-01535 | 2 | rt 100/graphite | 105.00 | 01-438-000-450 Contracted Services | Expenditure | | 30 1 |
| | | | 2,550.00 | | | | |
| 12/19/22 | | CHRISBOY CHRIS BOYLE LAW ENFORCEMENT | | | | | 2749 |
| 22-01597 | 1 | 2023 monthly training | 1,386.00 | 01-410-000-316 Training/Seminar | Expenditure | | 153 1 |
| 12/19/22 | | COMCA010 COMCAST | | | | | 2749 |
| 22-01537 | 1 | hp | 251.14 | 01-454-002-450 Contracted Services | Expenditure | | 32 1 |
| 22-01537 | 2 | pw | 208.39 | 01-409-001-450 Contracted Services | Expenditure | | 33 1 |
| 22-01537 | 3 | twp | 533.10 | 01-409-003-450 Contracted Services | Expenditure | | 34 1 |
| 22-01537 | 4 | upland | 388.66 | 01-454-005-450 Contracted Services | Expenditure | | 35 1 |
| | | | 1,381.29 | | | | |
| 12/19/22 | | CRYST010 CRYSTAL SPRINGS | | | | | 2749 |
| 22-01538 | 1 | pw - kitchen supplies | 162.79 | 01-438-000-200 Supplies | Expenditure | | 36 1 |
| 12/19/22 | | DELAW030 DELAWARE VALLEY HEALTH TRUST | | | | | 2749 |
| 22-01539 | 1 | pd | 28,897.92 | 01-410-000-156 Employee Benefit Expense | Expenditure | | 37 1 |
| 22-01539 | 2 | pw | 15,037.19 | 01-438-000-156 Employee Benefit Expense | Expenditure | | 38 1 |
| 22-01539 | 3 | admin | 4,250.14 | 01-401-000-156 Employee Benefit Expens | Expenditure | | 39 1 |
| 22-01539 | 4 | codes | 4,025.25 | 01-413-000-156 Employee Benefit Expens | Expenditure | | 40 1 |
| 22-01539 | 5 | pw-fac | 3,436.19 | 01-438-001-156 Employee Benefit Expense | Expenditure | | 41 1 |
| | | | 55,646.69 | | | | |
| 12/19/22 | | DEWEE010 DEWEES BROTHERS PLUMBING & HEA | | | | | 2749 |
| 22-01540 | 1 | twp-repair sensor in restroom | 90.00 | 01-409-003-250 Maintenance & Repairs | Expenditure | | 42 1 |
| 12/19/22 | | DIGITALL DIGITAL-ALLY | | | | | 2749 |
| 22-01541 | 1 | pd-cloud support | 4,668.00 | 01-410-000-450 Contracted Services | Expenditure | | 43 1 |
| 22-01541 | 2 | pd-camera cable replacement | 75.00 | 01-410-000-235 Vehicle Maintenance | Expenditure | | 44 1 |
| | | | 4,743.00 | | | | |
| 12/19/22 | | EAGLE130 EAGLE TERMITE & PEST CONTROL | | | | | 2749 |
| 22-01542 | 1 | pd-quarterly service | 95.00 | 01-409-003-450 Contracted Services | Expenditure | | 45 1 |

| Check # / PO # | Check Date / Item | Vendor / Description | Amount Paid | Charge Account | Account Type | Reconciled/Void Ref Num Contract | Ref Seq Acct |
|---|---|---|---|---|---|---|---|
| | 12/19/22 | EAGLHARD EAGLE HARDWARE | | | | | 2749 |
| 22-01546 | 1 | pd-aa batteries | 17.99 | 01-410-000-250 Maintenance & Repairs | Expenditure | | 47 1 |
| 22-01546 | 2 | pw-sand discs, blade | 18.98 | 01-438-000-260 Small Tools & Equipment | Expenditure | | 48 1 |
| 22-01546 | 3 | upland-extens cord/wire prot | 31.97 | 01-454-005-200 Supplies | Expenditure | | 49 1 |
| 22-01546 | 4 | pd-keys | 8.97 | 01-410-000-200 Supplies | Expenditure | | 50 1 |
| 22-01546 | 5 | upland-cup hook | 12.49 | 01-454-005-200 Supplies | Expenditure | | 51 1 |
| 22-01546 | 6 | upland-floor wire | 6.99 | 01-454-005-200 Supplies | Expenditure | | 52 1 |
| 22-01546 | 7 | upland-floor wire | 6.99 | 01-454-005-200 Supplies | Expenditure | | 53 1 |
| 22-01546 | 8 | pd-extinguisher | 73.99 | 01-410-000-235 Vehicle Maintenance | Expenditure | | 54 1 |
| 22-01546 | 9 | upland-sw bulbs | 54.98 | 01-454-005-200 Supplies | Expenditure | | 55 1 |
| 22-01546 | 10 | upland-batteries | 58.55 | 01-454-005-200 Supplies | Expenditure | | 56 1 |
| 22-01546 | 11 | upland-propane tanks | 139.98 | 01-454-005-200 Supplies | Expenditure | | 57 1 |
| 22-01546 | 12 | upland-propane tank exchange | 45.98 | 01-454-005-200 Supplies | Expenditure | | 58 1 |
| 22-01546 | 13 | parks-pruning saw, padlock | 133.93 | 01-438-001-260 Small Tools & Equip - Facilities | Expenditure | | 59 1 |
| 22-01546 | 14 | pw - swivel safety hasp | 8.79 | 01-438-000-200 Supplies | Expenditure | | 60 1 |
| | | | 620.58 | | | | |
| | 12/19/22 | EASTG005 EAST GOSHEN TOWNSHIP | | | | | 2749 |
| 22-01547 | 1 | confined space,trench training | 767.67 | 01-438-000-316 Training/Seminar | Expenditure | | 61 1 |
| | 12/19/22 | ECKERTSE ECKERT SEAMANS | | | | | 2749 |
| 22-01543 | 1 | october services | 7,670.00 | 01-404-000-311 Non Reimbursable Legal | Expenditure | | 46 1 |
| | 12/19/22 | FAULKNER FAULKNER FLEET GROUP | | | | | 2749 |
| 22-01599 | 1 | ps - replacement mirror | 492.04 | 01-438-000-235 Vehicle Maintenance | Expenditure | | 154 1 |
| | 12/19/22 | FLEXIBEN FLEXIBLE BENEFIT ADMINISTRATOR | | | | | 2749 |
| 22-01553 | 1 | november services | 64.00 | 01-410-000-450 Contracted Services | Expenditure | | 62 1 |
| | 12/19/22 | GATHE010 BRIAN E. GATHERCOLE | | | | | 2749 |
| 22-01533 | 1 | fall term/behavior criminology | 2,385.00 | 01-410-000-174 Tuition Reimbursment | Expenditure | | 27 1 |

| Check # / PO # | Check Date / Item | Vendor / Description | Amount Paid | Charge Account | Account Type | Reconciled/Void Ref Num Contract | Ref Seq | Acct |
|---|---|---|---|---|---|---|---|---|
| | 12/19/22 | GENSERVE GENSERVE, INC | | | | | | 2749 |
| 22-01554 | 1 | twp-inspect cummins generator | 360.00 | 01-409-003-250 Maintenance & Repairs | Expenditure | | 63 | 1 |
| 22-01554 | 2 | pw-inspect pw bldg generator | 305.00 | 01-409-001-250 Maint & Repair | Expenditure | | 64 | 1 |
| | | | 665.00 | | | | | |
| | 12/19/22 | GILMO020 GILMORE & ASSOCIATES, INC | | | | | | 2749 |
| 22-01617 | 1 | project 30435T3- windsor ridge | 175.00 | 01-408-000-313 Non Reimbursable | Expenditure | | 167 | 1 |
| 22-01617 | 2 | prjt 2201080 -monthly services | 2,645.23 | 01-408-000-313 Non Reimbursable | Expenditure | | 168 | 1 |
| 22-01617 | 3 | project 1708022T- turnpike | 280.00 | 01-408-000-313 Non Reimbursable | Expenditure | | 169 | 1 |
| 22-01617 | 4 | prjt 1004088T -monthly service | 3,174.59 | 01-408-000-313 Non Reimbursable | Expenditure | | 170 | 1 |
| 22-01617 | 5 | project 0612049T | 210.00 | 01-408-000-310 Reimbursable Engineer | Expenditure | | 171 | 1 |
| | | | 6,484.82 | | | | | |
| | 12/19/22 | HAWEI010 H.A. WEIGAND, INC. | | | | | | 2749 |
| 22-01555 | 1 | u channel, 30x30 no outlet,r2 | 1,064.50 | 01-433-000-200 Supplies | Expenditure | | 65 | 1 |
| | 12/19/22 | HELPNOW HELP-NOW,LLC | | | | | | 2749 |
| 22-01556 | 1 | guardian monthly service | 2,934.63 | 01-407-000-450 Contracted Services | Expenditure | | 66 | 1 |
| | 12/19/22 | HONEYBRO HONEY BROOK OUTDOOR POWER | | | | | | 2749 |
| 22-01557 | 1 | gaskets, ignition, filters | 308.58 | 01-454-001-250 Maintenance & Repairs | Expenditure | | 67 | 1 |
| | 12/19/22 | INTER010 INTERCON TRUCK EQUIPMENT | | | | | | 2749 |
| 22-01558 | 1 | side mount steel reservoir | 404.27 | 01-438-000-235 Vehicle Maintenance | Expenditure | | 68 | 1 |
| | 12/19/22 | KEENC010 KEEN COMPRESSED GAS COMPANY | | | | | | 2749 |
| 22-01559 | 1 | pw - cut off wheel | 58.20 | 01-438-000-200 Supplies | Expenditure | | 69 | 1 |
| 22-01559 | 2 | pw - cylinder rental | 22.50 | 01-438-000-200 Supplies | Expenditure | | 70 | 1 |
| | | | 80.70 | | | | | |
| | 12/19/22 | KIMBALLW KIMBALL MIDWEST | | | | | | 2749 |
| 22-01560 | 1 | pw-supplies | 354.63 | 01-438-000-200 Supplies | Expenditure | | 71 | 1 |
| | 12/19/22 | LEVEN010 LEVENGOOD SEPTIC SERVICE | | | | | | 2749 |
| 22-01562 | 1 | hp-pumped holding tank | 291.50 | 01-454-002-450 Contracted Services | Expenditure | | 72 | 1 |

| Check # | Check Date | Vendor / PO # | Item | Description | Amount Paid | Charge Account | Account Type | Reconciled/Void | Ref Num | Contract | Ref Seq | Acct |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | LEVENGOOD SEPTIC SERVICE Continued | | | | | | | | | | |
| 22-01562 | | | 2 | hp-pumped holding tank | 291.50 | 01-454-002-450 Contracted Services | Expenditure | | | | 73 | 1 |
| | | | | | 583.00 | | | | | | | |
| | 12/19/22 | LINESYST TELESYSTEM | | | | | | | 2749 | | | |
| 22-01587 | | | 1 | pw | 240.53 | 01-409-001-320 Telephone | Expenditure | | | | 123 | 1 |
| 22-01587 | | | 2 | twp | 849.53 | 01-409-003-320 Telephone | Expenditure | | | | 124 | 1 |
| 22-01587 | | | 3 | milford | 20.50 | 01-409-004-320 Telephone | Expenditure | | | | 125 | 1 |
| | | | | | 1,110.56 | | | | | | | |
| | 12/19/22 | LMTDEF01 LMT DEFENSE | | | | | | | 2749 | | | |
| 22-01603 | | | 1 | pd - m2 carrier group assy | 498.00 | 01-410-000-316 Training/Seminar | Expenditure | | | | 160 | 1 |
| | 12/19/22 | LUDWI060 LUDWIG'S CORNER SUPPLY CO. | | | | | | | 2749 | | | |
| 22-01600 | | | 1 | pw - 6x8 tarp | 13.99 | 01-438-000-200 Supplies | Expenditure | | | | 155 | 1 |
| | 12/19/22 | MARSH020 MARSH CREEK SIGNS | | | | | | | 2749 | | | |
| 22-01565 | | | 1 | pd-labels/vehicle key board | 72.00 | 01-410-000-200 Supplies | Expenditure | | | | 78 | 1 |
| | 12/19/22 | MCKENNA MCKENNA SNYDER, LLC | | | | | | | 2749 | | | |
| 22-01619 | | | 1 | shyrock matter | 136.50 | 01-404-000-310 Reimbursable Legal Fees | Expenditure | | | | 178 | 1 |
| 22-01619 | | | 2 | struble trail conditional use | 390.00 | 01-404-000-310 Reimbursable Legal Fees | Expenditure | | | | 179 | 1 |
| | | | | | 526.50 | | | | | | | |
| | 12/19/22 | MCMAH010 BOWMAN CCONSULTING GROUP, LTD | | | | | | | 2749 | | | |
| 22-01567 | | | 1 | project 822276.11 | 1,445.00 | 01-408-000-311 Traffic Engineering | Expenditure | | | | 79 | 1 |
| 22-01626 | | | 1 | project 806491.3A test/setup | 830.00 | 01-408-000-311 Traffic Engineering | Expenditure | | | | 180 | 1 |
| 22-01626 | | | 2 | project 898279.00 consulting | 3,149.38 | 01-408-000-311 Traffic Engineering | Expenditure | | | | 181 | 1 |
| 22-01626 | | | 3 | project 821731.11 greenridge | 195.00 | 01-408-000-311 Traffic Engineering | Expenditure | | | | 182 | 1 |
| | | | | | 5,619.38 | | | | | | | |
| | 12/19/22 | METRO020 METROPOLITAN COMMUNICATIONS | | | | | | | 2749 | | | |
| 22-01568 | | | 1 | pd-repair radio mic | 289.95 | 01-410-000-235 Vehicle Maintenance | Expenditure | | | | 80 | 1 |
| 22-01568 | | | 2 | pd-earpiece | 35.00 | 01-410-000-235 Vehicle Maintenance | Expenditure | | | | 81 | 1 |
| | | | | | 324.95 | | | | | | | |

| Check # | Check Date | Vendor | PO # | Item | Description | Amount Paid | Charge Account | Account Type | Reconciled/Void | Ref Num | Contract | Ref Seq | Acct |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 12/19/22 | MGL00010 MGL PRINTING SOLUTIONS | | | | | | | | 2749 | | | |
| 22-01569 | | | | 1 | twp-checks for inventory | 316.00 | 01-401-000-200 Supplies | Expenditure | | 82 | | | 1 |
| 22-01569 | | | | 2 | twps-w2 forms, envelopes etc | 78.50 | 01-401-000-200 Supplies | Expenditure | | 83 | | | 1 |
| | | | | | | 394.50 | | | | | | | |
| | 12/19/22 | MIDAT010 MID ATLANTIC CONNECTIONS, INC. | | | | | | | | 2749 | | | |
| 22-01570 | | | | 1 | milford-repair faulty outlet | 180.00 | 01-409-004-250 Maintenance & repairs | Expenditure | | 84 | | | 1 |
| | 12/19/22 | MILLEPTG MILLER PAINTING | | | | | | | | 2749 | | | |
| 22-01616 | | | | 1 | repair on schoolhouse cupola | 1,500.00 | 01-409-003-250 Maintenance & Repairs | Expenditure | | 166 | | | 1 |
| | 12/19/22 | MONTE010 MONTESANO BROS. | | | | | | | | 2749 | | | |
| 22-01571 | | | | 1 | pd-school dist meeting | 475.00 | 01-410-000-340 Public Relations | Expenditure | | 85 | | | 1 |
| 22-01571 | | | | 2 | twp-DVIT meeting | 699.00 | 01-401-000-316 Training & Seminars | Expenditure | | 86 | | | 1 |
| | | | | | | 1,174.00 | | | | | | | |
| | 12/19/22 | NAPA0010 NAPA AUTO PARTS | | | | | | | | 2749 | | | |
| 22-01572 | | | | 1 | pw - air filters | 242.00 | 01-438-000-245 Highway Supplies | Expenditure | | 87 | | | 1 |
| 22-01572 | | | | 2 | pw - drain pans | 68.98 | 01-438-000-200 Supplies | Expenditure | | 88 | | | 1 |
| 22-01572 | | | | 3 | pw - air filters | 102.93 | 01-438-000-200 Supplies | Expenditure | | 89 | | | 1 |
| 22-01572 | | | | 4 | pw - core deposit refund | 414.00- | 01-438-000-235 Vehicle Maintenance | Expenditure | | 90 | | | 1 |
| 22-01572 | | | | 5 | pw - radiator cap | 6.42 | 01-438-000-235 Vehicle Maintenance | Expenditure | | 91 | | | 1 |
| | | | | | | 6.33 | | | | | | | |
| | 12/19/22 | NAPAMORG NAPA MORGANTOWN | | | | | | | | 2749 | | | |
| 22-01573 | | | | 1 | pw - battery, core deposit | 204.03 | 01-438-000-235 Vehicle Maintenance | Expenditure | | 92 | | | 1 |
| | 12/19/22 | NEWHO010 NEW HOLLAND AUTO GROUP | | | | | | | | 2749 | | | |
| 22-01574 | | | | 1 | pw - brakes, rotors | 186.75 | 01-438-000-235 Vehicle Maintenance | Expenditure | | 93 | | | 1 |
| 22-01574 | | | | 2 | pw - brake fluid | 127.80 | 01-438-000-235 Vehicle Maintenance | Expenditure | | 94 | | | 1 |
| 22-01574 | | | | 3 | pw - brakes, rotors, seals | 1,013.26 | 01-438-000-235 Vehicle Maintenance | Expenditure | | 95 | | | 1 |
| 22-01574 | | | | 4 | pw - return brakes | 256.50- | 01-438-000-235 Vehicle Maintenance | Expenditure | | 96 | | | 1 |
| 22-01574 | | | | 5 | pw - brakes, rotors | 408.00 | 01-438-000-235 Vehicle Maintenance | Expenditure | | 97 | | | 1 |
| 22-01574 | | | | 6 | pw - brakes | 256.50 | 01-438-000-235 Vehicle Maintenance | Expenditure | | 98 | | | 1 |

| Check # / PO # | Check Date / Item | Vendor / Description | Amount Paid | Charge Account | Account Type | Reconciled/Void Ref Num Contract | Ref Seq | Acct |
|---|---|---|---|---|---|---|---|---|
| NEW HOLLAND AUTO GROUP Continued | | | | | | | | |
| 22-01574 | 7 | pw - hex screw | 39.04 | 01-438-000-235 Vehicle Maintenance | Expenditure | | 99 | 1 |
| 22-01574 | 8 | pw - brakes | 256.50 | 01-438-000-235 Vehicle Maintenance | Expenditure | | 100 | 1 |
| 22-01574 | 9 | pw - rotors, aa sensor | 319.58 | 01-438-000-235 Vehicle Maintenance | Expenditure | | 101 | 1 |
| | | | 2,350.93 | | | | | |
| 12/19/22 | | NORMGLAS NORMAN T. GLASS "RESTORATIONS" | | | | 2749 | | |
| 22-01575 | 1 | upland-replace window sill | 500.00 | 01-454-005-250 Repairs & Maint | Expenditure | | 102 | 1 |
| 12/19/22 | | NORTH040 NORTHERN SAFETY & INDUSTRIAL | | | | 2749 | | |
| 22-01520 | 1 | safety glasses, latex gloves | 253.12 | 01-438-000-200 Supplies | Expenditure | | 1 | 1 |
| 12/19/22 | | NOVUS NOVUS MAINTENANCE, LLC | | | | 2749 | | |
| 22-01576 | 1 | twp - august services | 1,550.00 | 01-409-003-450 Contracted Services | Expenditure | | 103 | 1 |
| 22-01576 | 2 | upland - august services | 340.00 | 01-454-005-450 Contracted Services | Expenditure | | 104 | 1 |
| 22-01576 | 3 | twp - september services | 1,400.00 | 01-409-003-450 Contracted Services | Expenditure | | 105 | 1 |
| 22-01576 | 4 | upland - september services | 440.00 | 01-454-005-450 Contracted Services | Expenditure | | 106 | 1 |
| 22-01576 | 5 | twp - october services | 1,400.00 | 01-409-003-450 Contracted Services | Expenditure | | 107 | 1 |
| 22-01576 | 6 | upland - october services | 640.00 | 01-454-005-450 Contracted Services | Expenditure | | 108 | 1 |
| 22-01576 | 7 | twp - november services | 1,550.00 | 01-409-003-450 Contracted Services | Expenditure | | 109 | 1 |
| 22-01576 | 8 | upland - november services | 640.00 | 01-454-005-450 Contracted Services | Expenditure | | 110 | 1 |
| 22-01576 | 9 | upland - cleaning supplies | 395.92 | 01-401-000-200 Supplies | Expenditure | | 111 | 1 |
| | | | 8,355.92 | | | | | |
| 12/19/22 | | PADEPLAB PA DEPT OF LABOR & INDUSTRY-E | | | | 2749 | | |
| 22-01578 | 1 | elevator inspection, renewal | 319.86 | 01-409-003-250 Maintenance & Repairs | Expenditure | | 112 | 1 |
| 12/19/22 | | PECO0010 PECO | | | | 2749 | | |
| 22-01594 | 1 | hp | 76.75 | 01-454-002-360 Utilities | Expenditure | | 134 | 1 |
| 22-01594 | 2 | upland | 1,052.61 | 01-454-005-360 Utilities | Expenditure | | 135 | 1 |
| 22-01594 | 3 | twp | 771.28 | 01-409-003-360 Utilities | Expenditure | | 136 | 1 |
| 22-01594 | 4 | twp | 95.88 | 01-409-003-360 Utilities | Expenditure | | 137 | 1 |
| 22-01594 | 5 | ff | 1,224.42 | 01-454-003-360 Utilities | Expenditure | | 138 | 1 |

| Check # / PO # | Check Date / Item | Vendor / Description | Amount Paid | Charge Account | Account Type | Reconciled/Void Ref Num Contract | Ref Seq | Acct |
|---|---|---|---|---|---|---|---|---|
| PECO | | Continued | | | | | | |
| 22-01594 | 6 | ff | 98.82 | 01-454-003-360 Utilities | Expenditure | | 139 | 1 |
| 22-01594 | 7 | pw | 382.92 | 01-409-001-360 Utilities | Expenditure | | 140 | 1 |
| 22-01594 | 8 | twp | 459.74 | 01-409-003-360 Utilities | Expenditure | | 141 | 1 |
| 22-01594 | 9 | milford | 43.83 | 01-409-004-360 Utilities | Expenditure | | 142 | 1 |
| | | | 4,206.25 | | | | | |
| 12/19/22 | | PIERCEIN PIERCE INNOVATIONS, INC | | | | 2749 | | |
| 22-01581 | 1 | pd-spring/summer meet & greets | 917.00 | 01-410-000-340 Public Relations | Expenditure | | 116 | 1 |
| 12/19/22 | | PITNEYGL PITNEY BOWES GLOBAL FINANCIAL | | | | 2749 | | |
| 22-01579 | 1 | qtrly postage meter lease | 204.00 | 01-401-000-215 Postage | Expenditure | | 113 | 1 |
| 12/19/22 | | RICHGRUB RICHARD GRUBB & ASSOCIATES | | | | 2749 | | |
| 22-01580 | 1 | dorlan mill, millers house | 227.50 | 01-408-000-313 Non Reimbursable | Expenditure | | 114 | 1 |
| 22-01580 | 2 | historic resource inventory | 1,114.00 | 01-408-000-313 Non Reimbursable | Expenditure | | 115 | 1 |
| | | | 1,341.50 | | | | | |
| 12/19/22 | | ROBLITTL ROBERT E. LITTLE, INC. | | | | 2749 | | |
| 22-01563 | 1 | pw - 3.1x5.7mm hose | 13.44 | 01-438-000-200 Supplies | Expenditure | | 74 | 1 |
| 22-01563 | 2 | pw - blower service kit | 22.99 | 01-438-000-200 Supplies | Expenditure | | 75 | 1 |
| 22-01563 | 3 | pw - blower return,filt, plug | 1.44 | 01-438-000-200 Supplies | Expenditure | | 76 | 1 |
| 22-01563 | 4 | pw - cover, grommet, hose | 33.46 | 01-438-000-200 Supplies | Expenditure | | 77 | 1 |
| | | | 71.33 | | | | | |
| 12/19/22 | | SCOTTSTE STEVE SCOTT | | | | 2749 | | |
| 22-01582 | 1 | pd - model cars w/display case | 200.00 | 01-410-000-340 Public Relations | Expenditure | | 117 | 1 |
| 12/19/22 | | SIRSP010 SIR SPEEDY | | | | 2749 | | |
| 22-01583 | 1 | twp - name plate - lisa desai | 38.00 | 01-401-000-200 Supplies | Expenditure | | 118 | 1 |
| 12/19/22 | | SNAPON01 SNAP-ON TOOLS | | | | 2749 | | |
| 22-01584 | 1 | pw -adapter 1/2" int 3/8" ext | 25.00 | 01-438-000-260 Small Tools & Equipment | Expenditure | | 119 | 1 |
| 12/19/22 | | STAPLADV STAPLES BUSINESS CREDIT | | | | 2749 | | |
| 22-01585 | 1 | twp - office supplies | 727.70 | 01-401-000-200 Supplies | Expenditure | | 120 | 1 |

| Check # | Check Date | Vendor | PO # | Item | Description | Amount Paid | Charge Account | Account Type | Reconciled/Void | Ref Num | Contract | Ref Seq | Acct |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 12/19/22 | STAPLCRP STAPLES CREDIT PLAN | | | | | | | | 2749 | | | |
| 22-01586 | | | | 1 | pd - office supplies | 0.00 | 01-410-000-200 Supplies | Expenditure | | 121 | | | 1 |
| 22-01586 | | | | 2 | pd - office supplies | 701.11 | 01-410-000-200 Supplies | Expenditure | | 122 | | | 1 |
| | | | | | | 701.11 | | | | | | | |
| | 12/19/22 | TONYSCHE TONY SCHEIVERT | | | | | | | | 2749 | | | |
| 22-01588 | | | | 1 | cell phone reimbursement | 100.00 | 01-400-000-320 Telephone | Expenditure | | 126 | | | 1 |
| | 12/19/22 | TREASCC1 TREASURER COUNTY OF CHESTER | | | | | | | | 2749 | | | |
| 22-01536 | | | | 1 | crime scene investigation-bg | 400.00 | 01-410-000-316 Training/Seminar | Expenditure | | 31 | | | 1 |
| | 12/19/22 | VERIZ010 VERIZON | | | | | | | | 2749 | | | |
| 22-01589 | | | | 1 | pw | 144.54 | 01-409-001-320 Telephone | Expenditure | | 127 | | | 1 |
| 22-01589 | | | | 2 | milford | 298.89 | 01-409-004-320 Telephone | Expenditure | | 128 | | | 1 |
| | | | | | | 443.43 | | | | | | | |
| | 12/19/22 | VERIZFIO VERIZON | | | | | | | | 2749 | | | |
| 22-01590 | | | | 1 | ff - internet | 124.99 | 01-454-003-320 Telephone | Expenditure | | 129 | | | 1 |
| | 12/19/22 | WEATHTEC WEATHERTECH DIRECT LLC | | | | | | | | 2749 | | | |
| 22-01591 | | | | 1 | codes-new vehicle floor liners | 272.31 | 01-413-000-235 Vehicle Maintenance | Expenditure | | 130 | | | 1 |
| | 12/19/22 | WESTB010 WEST BRADFORD TOWNSHIP | | | | | | | | 2749 | | | |
| 22-01601 | | | | 1 | pw - sodium chloride bid | 32.33 | 01-438-000-341 Advertisting | Expenditure | | 156 | | | 1 |
| | 12/19/22 | WITME010 WITMER PUBLIC SAFETY GROUP,INC | | | | | | | | 2749 | | | |
| 22-01592 | | | | 1 | pd - gas mask bag | 72.59 | 01-410-000-260 Small Tools & Equipment | Expenditure | | 131 | | | 1 |
| 22-01592 | | | | 2 | pd - training glock 17t (4) | 1,816.00 | 01-410-000-260 Small Tools & Equipment | Expenditure | | 132 | | | 1 |
| | | | | | | 1,888.59 | | | | | | | |
| | 12/19/22 | YSM YSM | | | | | | | | 2749 | | | |
| 22-01593 | | | | 1 | hp - architectural services | 2,418.00 | 01-454-002-450 Contracted Services | Expenditure | | 133 | | | 1 |

| Report Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 76 | 0 | 174,970.58 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | 76 | 0 | 174,970.58 | 0.00 |

Range of Checking Accts: GENERAL EFTS to GENERAL EFTS Range of Check Ids: 1071 to 1075
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

| Check # | Check Date | Vendor | | Amount Paid | Reconciled/Void | Ref Num |
|---|---|---|---|---|---|---|
| | 12/05/22 | WEXBANK | WEX BANK | 8,791.72 | | 2740 |
| | 12/02/22 | STANDINS | STANDARD INSURANCE COMPANY | 3,019.79 | | 2741 |
| | 12/09/22 | BANKAMER | BANK OF AMERICA | 8,322.11 | | 2743 |
| | 12/23/22 | AQUAP010 | AQUA PA | 7,625.43 | | 2746 |
| | 12/14/22 | LOWES020 | LOWES BUSINESS ACCOUNT | 2,059.15 | | 2748 |

| Report Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 5 | 0 | 29,818.20 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | 5 | 0 | 29,818.20 | 0.00 |

Range of Checking Accts: GENERAL EFTS to GENERAL EFTS Range of Check Ids: 1071 to 1075
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

| Check # / PO # | Check Date / Item | Vendor / Description | Amount Paid | Charge Account | Account Type | Reconciled/Void / Contract | Ref Num / Ref Seq | Acct |
|---|---|---|---|---|---|---|---|---|
| | 12/05/22 | WEXBANK WEX BANK | | | | | 2740 | |
| 22-01548 | 1 | pd | 4,324.36 | 01-410-000-230 Gasoline & Oil | Expenditure | | 1 | 1 |
| 22-01548 | 2 | admin | 168.32 | 01-401-000-230 Gasoline & Oil | Expenditure | | 2 | 1 |
| 22-01548 | 3 | codes | 211.99 | 01-413-000-230 Gasoline & Oil | Expenditure | | 3 | 1 |
| 22-01548 | 4 | pw | 2,590.29 | 01-438-000-230 Gasoline & Oil | Expenditure | | 4 | 1 |
| 22-01548 | 5 | pw-facilities | 1,496.76 | 01-438-001-230 Gasoline & Oil - Facilities | Expenditure | | 5 | 1 |
| | | | 8,791.72 | | | | | |
| | 12/02/22 | STANDINS STANDARD INSURANCE COMPANY | | | | | 2741 | |
| 22-01549 | 1 | admin | 429.75 | 01-401-000-156 Employee Benefit Expens | Expenditure | | 1 | 1 |
| 22-01549 | 2 | pd | 1,508.56 | 01-410-000-156 Employee Benefit Expense | Expenditure | | 2 | 1 |
| 22-01549 | 3 | codes | 265.97 | 01-413-000-156 Employee Benefit Expens | Expenditure | | 3 | 1 |
| 22-01549 | 4 | pw | 598.62 | 01-438-000-156 Employee Benefit Expense | Expenditure | | 4 | 1 |
| 22-01549 | 5 | pw-facilities | 216.89 | 01-438-001-156 Employee Benefit Expense | Expenditure | | 5 | 1 |
| | | | 3,019.79 | | | | | |
| | 12/09/22 | BANKAMER BANK OF AMERICA | | | | | 2743 | |
| 22-01551 | 1 | pd-manam | 318.00 | 01-410-000-316 Training/Seminar | Expenditure | | 1 | 1 |
| 22-01551 | 2 | pd-amazon | 8.47 | 01-410-000-200 Supplies | Expenditure | | 2 | 1 |
| 22-01551 | 3 | pd-amazon | 58.30 | 01-410-000-260 Small Tools & Equipment | Expenditure | | 3 | 1 |
| 22-01551 | 4 | pd-amazon | 105.99 | 01-410-000-260 Small Tools & Equipment | Expenditure | | 4 | 1 |
| 22-01551 | 5 | pd-amazon | 36.99 | 01-410-000-260 Small Tools & Equipment | Expenditure | | 5 | 1 |
| 22-01551 | 6 | pd-amazon | 31.75 | 01-410-000-260 Small Tools & Equipment | Expenditure | | 6 | 1 |
| 22-01551 | 7 | pd-amazon | 11.43 | 01-410-000-200 Supplies | Expenditure | | 7 | 1 |
| 22-01551 | 8 | pd-amazon prime membership fee | 15.89 | 01-410-000-420 Dues/Subscription/Memb | Expenditure | | 8 | 1 |
| 22-01551 | 9 | pd-street cop training | 199.00 | 01-410-000-316 Training/Seminar | Expenditure | | 9 | 1 |
| 22-01551 | 10 | pd-aed superstore | 198.57 | 01-410-000-260 Small Tools & Equipment | Expenditure | | 10 | 1 |
| 22-01551 | 11 | pd-acme | 53.96 | 01-410-000-200 Supplies | Expenditure | | 11 | 1 |

| Check # | Check Date | Vendor | PO # | Item | Description | Amount Paid | Charge Account | Account Type | Reconciled/Void | Ref Num Contract | Ref Seq | Acct |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| BANK OF AMERICA Continued | | | | | | | | | | | | |
| 22-01551 | | | | 12 | pd-acme | 35.96 | 01-410-000-200 Supplies | Expenditure | | | 12 | 1 |
| 22-01551 | | | | 13 | pd-dollar tree | 23.70 | 01-410-000-200 Supplies | Expenditure | | | 13 | 1 |
| 22-01551 | | | | 14 | pd-montesano | 20.00 | 01-410-000-316 Training/Seminar | Expenditure | | | 14 | 1 |
| 22-01551 | | | | 15 | pd-dunkin donuts | 249.28 | 01-410-000-316 Training/Seminar | Expenditure | | | 15 | 1 |
| 22-01551 | | | | 16 | pd-al pastor | 62.74 | 01-410-000-316 Training/Seminar | Expenditure | | | 16 | 1 |
| 22-01551 | | | | 17 | twp-microsoft | 281.31 | 01-407-000-450 Contracted Services | Expenditure | | | 17 | 1 |
| 22-01551 | | | | 18 | twp-microsoft | 627.33 | 01-407-000-450 Contracted Services | Expenditure | | | 18 | 1 |
| 22-01551 | | | | 19 | twp-amazon | 125.98 | 01-454-005-200 Supplies | Expenditure | | | 19 | 1 |
| 22-01551 | | | | 20 | pd-ptc ez pass | 70.00 | 01-410-000-317 Parking & travel | Expenditure | | | 20 | 1 |
| 22-01551 | | | | 21 | twp-ptc ez pass | 70.00 | 01-401-000-317 Parking/Travel | Expenditure | | | 21 | 1 |
| 22-01551 | | | | 22 | twp-adobe | 15.89 | 01-407-000-220 Software | Expenditure | | | 22 | 1 |
| 22-01551 | | | | 23 | twp-lowes | 147.34 | 01-401-000-200 Supplies | Expenditure | | | 23 | 1 |
| 22-01551 | | | | 24 | twp-fmcsa clearinghouse | 25.00 | 01-438-000-420 Dues and Subscriptions | Expenditure | | | 24 | 1 |
| 22-01551 | | | | 25 | twp-amazon | 210.86 | 01-401-000-200 Supplies | Expenditure | | | 25 | 1 |
| 22-01551 | | | | 26 | eac-just yard signs | 136.50 | 01-455-000-450 EAC - Contracted Services | Expenditure | | | 26 | 1 |
| 22-01551 | | | | 27 | pw-paulb lititz | 1,762.94 | 01-438-000-200 Supplies | Expenditure | | | 27 | 1 |
| 22-01551 | | | | 28 | pw-adobe | 165.23 | 01-407-000-220 Software | Expenditure | | | 28 | 1 |
| 22-01551 | | | | 29 | pw-adobe | 9.35- | 01-407-000-220 Software | Expenditure | | | 29 | 1 |
| 22-01551 | | | | 30 | pw-northern tool | 111.98 | 01-438-000-238 Uniforms | Expenditure | | | 30 | 1 |
| 22-01551 | | | | 31 | pw-quick kurb inc | 489.54 | 01-438-000-200 Supplies | Expenditure | | | 31 | 1 |
| 22-01551 | | | | 32 | pw-amazon | 112.96 | 01-438-000-200 Supplies | Expenditure | | | 32 | 1 |
| 22-01551 | | | | 33 | pw-amazon | 116.99 | 01-438-001-235 Vehicle Maintenance - Facilities | Expenditure | | | 33 | 1 |
| 22-01551 | | | | 34 | codes-intl code council | 95.00 | 01-413-000-420 Dues/Subscriptions/Memb | Expenditure | | | 34 | 1 |
| 22-01551 | | | | 35 | codes-pml-pcca | 45.00 | 01-413-000-316 Training/Seminar | Expenditure | | | 35 | 1 |
| 22-01551 | | | | 36 | twp-gardners lancscape | 560.00 | 01-454-001-200 Supplies | Expenditure | | | 36 | 1 |
| 22-01551 | | | | 37 | twp-diy awards | 257.98 | 01-401-000-200 Supplies | Expenditure | | | 37 | 1 |

| Check # / PO # | Check Date / Item | Vendor / Description | Amount Paid | Charge Account | Account Type | Reconciled/Void / Contract | Ref Num / Ref Seq | Acct |
|---|---|---|---|---|---|---|---|---|
| BANK OF AMERICA Continued | | | | | | | | |
| 22-01551 | 38 | twp-montesano | 48.40 | 01-415-000-200 Supplies | Expenditure | | 38 | 1 |
| 22-01551 | 39 | twp-epicurian-pickleball | 49.88 | 01-400-000-460 Meeting & Conferences | Expenditure | | 39 | 1 |
| 22-01551 | 40 | twp-top of the hill-retirement | 137.72 | 01-401-000-200 Supplies | Expenditure | | 40 | 1 |
| 22-01551 | 41 | twp-wine and spirit-retirement | 182.85 | 01-401-000-200 Supplies | Expenditure | | 41 | 1 |
| 22-01551 | 42 | twp-target-retirement | 121.90 | 01-401-000-200 Supplies | Expenditure | | 42 | 1 |
| 22-01551 | 43 | twp-produce junction-retiremen | 19.00 | 01-401-000-200 Supplies | Expenditure | | 43 | 1 |
| 22-01551 | 44 | twp-top of the hill-retirement | 68.88 | 01-401-000-200 Supplies | Expenditure | | 44 | 1 |
| 22-01551 | 45 | twp-acme-retirement | 47.63 | 01-401-000-200 Supplies | Expenditure | | 45 | 1 |
| 22-01551 | 46 | twp-acme-retirement | 80.93 | 01-401-000-200 Supplies | Expenditure | | 46 | 1 |
| 22-01551 | 47 | twp-hobby lobby | 10.43 | 01-401-000-200 Supplies | Expenditure | | 47 | 1 |
| 22-01551 | 48 | twp-dollar tree | 6.63 | 01-401-000-200 Supplies | Expenditure | | 48 | 1 |
| 22-01551 | 49 | twp-dollar tree | 65.96 | 01-401-000-200 Supplies | Expenditure | | 49 | 1 |
| 22-01551 | 50 | twp-acme-trunk or treat | 57.93 | 01-401-000-200 Supplies | Expenditure | | 50 | 1 |
| 22-01551 | 51 | twp-primo hoagies | 91.21 | 01-401-000-200 Supplies | Expenditure | | 51 | 1 |
| 22-01551 | 52 | empc-magerks pub | 70.96 | 01-415-000-200 Supplies | Expenditure | | 52 | 1 |
| 22-01551 | 53 | twp-municipay | 5.04 | 01-400-000-420 Dues/Subscriptions/Mem | Expenditure | | 53 | 1 |
| 22-01551 | 54 | twp-ccato | 190.00 | 01-400-000-420 Dues/Subscriptions/Mem | Expenditure | | 54 | 1 |
| 22-01551 | 55 | twp-tmacc | 120.00 | 01-400-000-460 Meeting & Conferences | Expenditure | | 55 | 1 |
| 22-01551 | 56 | twp-psu | 69.00 | 01-401-000-316 Training & Seminars | Expenditure | | 56 | 1 |
| 22-01551 | 57 | twp-otc brands | 18.66 | 01-401-000-200 Supplies | Expenditure | | 57 | 1 |
| 22-01551 | 58 | twp-michaels | 10.59 | 01-401-000-200 Supplies | Expenditure | | 58 | 1 |
| | | | 8,322.11 | | | | | |
| 12/23/22 | | AQUAP010 AQUA PA | | | | | 2746 | |
| 22-01620 | 1 | 40 hydrants | 1,186.84 | 01-411-000-451 Hydrant expenses-Aqua | Expenditure | | 1 | 1 |
| 22-01620 | 2 | 217 hydrants | 6,438.59 | 01-411-000-451 Hydrant expenses-Aqua | Expenditure | | 2 | 1 |
| | | | 7,625.43 | | | | | |

| Check # | Check Date | Vendor | | | | | Reconciled/Void | Ref Num | |
|---|---|---|---|---|---|---|---|---|---|
| PO # | Item | Description | Amount Paid | Charge Account | Account Type | Contract | Ref Seq | Acct | |
| | 12/14/22 | LOWES020 LOWES BUSINESS ACCOUNT | | | | | | 2748 | |
| 22-01623 | 1 | pw - supplies | 2,059.15 | 01-438-000-200 Supplies | Expenditure | | 1 | 1 | |

| Report Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 5 | 0 | 29,818.20 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | 5 | 0 | 29,818.20 | 0.00 |

Range of Checking Accts: PAYROLL EFTS to PAYROLL EFTS Range of Check Ids: 799 to 799
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

| Check # | Check Date | Vendor | Amount Paid | Reconciled/Void | Ref Num |
|---|---|---|---|---|---|
| | 12/15/22 | AFLAC010 AFLAC | 767.92 | | 2747 |

| Report Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 1 | 0 | 767.92 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | 1 | 0 | 767.92 | 0.00 |

Range of Checking Accts: PAYROLL EFTS to PAYROLL EFTS Range of Check Ids: 799 to 799
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

| Check # | Check Date | Vendor | | | | | Reconciled/Void | Ref Num |
|---|---|---|---|---|---|---|---|---|
| PO # | Item | Description | Amount Paid | Charge Account | Account Type | Contract | Ref Seq | Acct |
| | 12/15/22 | AFLAC010 AFLAC | | | | | | 2747 |
| 22-01621 | 1 | november billing | 767.92 | 01-221-000-000 Benefit Deduction- Aflac (AFL) | Expenditure | | 1 | 1 |

| Report Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 1 | 0 | 767.92 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | 1 | 0 | 767.92 | 0.00 |

Range of Checking Accts: LIQUID FUELS to LIQUID FUELS Range of Check Ids: 679 to 680
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

| Check # | Check Date | Vendor | | Amount Paid | Reconciled/Void | Ref Num |
|---|---|---|---|---|---|---|
| | 12/19/22 | EASTE040 | EASTERN SALT COMPANY, INC. | 10,825.50 | | 2750 |
| | 12/19/22 | NEWENT | NEW ENTERPRISE STONE & LIME CO | 1,802.87 | | 2750 |

| Report Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 2 | 0 | 12,628.37 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | 2 | 0 | 12,628.37 | 0.00 |

Batch Id: BABMAAS Batch Type: C Batch Date: 12/19/22 Checking Account: LIQUID FUELS G/L Credit: Expenditure G/L Credit
Generate Direct Deposit: N

| Check No. / PO # | Check Date / Enc Date | Vendor # / Item | Name / Description | Payment Amt | Street 1 of Address to be printed on Check / Charge Account / Description | Account Type | Status | Seq | Acct |
|---|---|---|---|---|---|---|---|---|---|
| | 12/19/22 | EASTE040 | EASTERN SALT COMPANY, INC. | | 134 MIDDLE STREET | | | | |
| 22-01526 | 12/19/22 | 1 | rock salt | 10,825.50 | 04-432-000-239 Snow & Ice Supplies | Expenditure | Aprv | 1 | 1 |
| | | | | 10,825.50 | | | | | |
| | 12/19/22 | NEWENT | NEW ENTERPRISE STONE & LIME CO | | PO BOX 645211 | | | | |
| 22-01545 | 12/19/22 | 1 | stone, anti-skid 72.55 ton | 1,802.87 | 04-432-000-239 Snow & Ice Supplies | Expenditure | Aprv | 2 | 1 |
| | | | | 1,802.87 | | | | | |

| | Count | Line Items | Amount |
|---|---|---|---|
| Checks: | 2 | 2 | 12,628.37 |

There are NO errors or warnings in this listing.

Range of Checking Accts: SOLID WASTE to SOLID WASTE Range of Check Ids: 10565 to 10569
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

| Check # | Check Date | Vendor | | Amount Paid | Reconciled/Void | Ref Num |
|---|---|---|---|---|---|---|
| | 12/19/22 | AJBLO010 | A.J. BLOSENSKI | 17,090.36 | | 2751 |
| | 12/19/22 | BUCKL010 | BUCKLEY, BRION, MCGUIRE, MORRI | 1,860.00 | | 2751 |
| | 12/19/22 | CCSWA010 | CCSWA | 16,275.47 | | 2751 |
| | 12/19/22 | TOTALREC | TOTAL RECYCLE | 6,306.10 | | 2751 |
| | 12/19/22 | WMCORP | WM CORPORATE SERVICES, INC | 40,958.56 | | 2751 |

| Report Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 5 | 0 | 82,490.49 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | 5 | 0 | 82,490.49 | 0.00 |

Batch Id: BABMAAS Batch Type: C Batch Date: 12/19/22 Checking Account: SOLID WASTE G/L Credit: Expenditure G/L Credit
Generate Direct Deposit: N

| Check No. / Check Date / Vendor # / Name / PO # / Enc Date / Item / Description | Payment Amt | Street 1 of Address to be printed on Check / Charge Account / Description | Account Type | Status | Seq | Acct |
|---|---|---|---|---|---|---|
| 12/19/22 AJBLO010 A.J. BLOSENSKI | | P.O. BOX 392 | | | | |
| 22-01517 12/19/22 1 december recycling | 17,090.36 | 05-427-000-460 Contracted Services - Recycling | Expenditure | Aprv | 1 | 1 |
| | 17,090.36 | | | | | |
| 12/19/22 BUCKL010 BUCKLEY, BRION, MCGUIRE, MORRI | | 118 W. MARKET STREET | | | | |
| 22-01615 12/19/22 1 delinquent trash letters | 1,860.00 | 05-427-000-314 Legal Fees | Expenditure | Aprv | 7 | 1 |
| | 1,860.00 | | | | | |
| 12/19/22 CCSWA010 CCSWA | | P. O. BOX 476 | | | | |
| 22-01518 12/19/22 1 11/16/22 - 11/22-22 | 6,033.86 | 05-427-000-700 Tipping Fees | Expenditure | Aprv | 2 | 1 |
| 22-01518 12/19/22 2 11/28/22 - 11/30/22 | 5,941.03 | 05-427-000-700 Tipping Fees | Expenditure | Aprv | 3 | 1 |
| 22-01518 12/19/22 3 12/05/22 - 12/07/22 | 4,300.58 | 05-427-000-700 Tipping Fees | Expenditure | Aprv | 4 | 1 |
| | 16,275.47 | | | | | |
| 12/19/22 TOTALREC TOTAL RECYCLE | | PO BOX 7250 | | | | |
| 22-01519 12/19/22 1 Nov 1 - Nov 29,2022 | 6,306.10 | 05-427-000-725 Tipping Fees - Recycling | Expenditure | Aprv | 5 | 1 |
| | 6,306.10 | | | | | |
| 12/19/22 WMCORP WM CORPORATE SERVICES, INC | | AS PAYMENT AGENT | | | | |
| 22-01544 12/19/22 1 november services | 40,958.56 | 05-427-000-450 Contracted Services | Expenditure | Aprv | 6 | 1 |
| | 40,958.56 | | | | | |

| | Count | Line Items | Amount |
|---|---|---|---|
| Checks: | 5 | 7 | 82,490.49 |

There are NO errors or warnings in this listing.

Range of Checking Accts: STORM WATER MGT to STORM WATER MGT  Range of Check Ids: 1397 to 1405
Report Type: All Checks  Report Format: Super Condensed  Check Type: Computer: Y  Manual: Y  Dir Deposit: Y

| Check # | Check Date | Vendor | | Amount Paid | Reconciled/Void Ref Num |
|---|---|---|---|---|---|
| | 12/09/22 | BANKAMER | BANK OF AMERICA | 559.97 | 2742 |
| | 12/19/22 | BUCKL010 | BUCKLEY, BRION, MCGUIRE, MORRI | 564.50 | 2752 |
| | 12/19/22 | CEDAR010 | CEDAR HOLLOW RECYCLING | 222.70 | 2752 |
| | 12/19/22 | GILMO020 | GILMORE & ASSOCIATES, INC | 35.00 | 2752 |
| | 12/19/22 | HIGHW010 | HIGHWAY MATERIALS, INC. | 306.15 | 2752 |
| | 12/19/22 | LEHIHANS | LEHIGH HANSON | 237.51 | 2752 |
| | 12/19/22 | LOWES020 | LOWES BUSINESS ACCOUNT | 265.64 | 2752 |
| | 12/19/22 | MAINL010 | MAIN LINE CONCRETE & SUPPLY IN | 371.00 | 2752 |
| | 12/19/22 | TMASSOC | T & M ASSOCIATES | 1,735.68 | 2752 |

| Report Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 9 | 0 | 4,298.15 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | 9 | 0 | 4,298.15 | 0.00 |

Range of Checking Accts: STORM WATER MGT to STORM WATER MGT  Range of Check Ids: 1397 to 1405
Report Type: All Checks  Report Format: Detail  Check Type: Computer: Y Manual: Y Dir Deposit: Y

| Check # / Check Date / Vendor<br>PO # | Item | Description | Amount Paid | Charge Account | Account Type | Reconciled/Void / Contract | Ref Num<br>Ref | Seq | Acct |
|---|---|---|---|---|---|---|---|---|---|
| 12/09/22 BANKAMER BANK OF AMERICA | | | | | | EFT | 2742 | | |
| 22-01550 | 1 | pw-paulb lititz | 119.99 | 08-446-000-260 Small Tools & Equipment | Expenditure | | 1 | 1 | |
| 22-01550 | 2 | pw-freightliner of lancaster | 439.98 | 08-446-000-235 Vehicle Maintenance | Expenditure | | 2 | 1 | |
| | | | 559.97 | | | | | | |
| 12/19/22 BUCKL010 BUCKLEY, BRION, MCGUIRE, MORRI | | | | | | | 2752 | | |
| 22-01614 | 1 | 2022 stormwater mgmt ordinance | 564.50 | 08-404-000-311 Legal expense | Expenditure | | 7 | 1 | |
| 12/19/22 CEDAR010 CEDAR HOLLOW RECYCLING | | | | | | | 2752 | | |
| 22-01521 | 1 | dirt, concrete with rebards | 222.70 | 08-446-000-450 Contracted services | Expenditure | | 1 | 1 | |
| 12/19/22 GILMO020 GILMORE & ASSOCIATES, INC | | | | | | | 2752 | | |
| 22-01625 | 1 | project 1511040T - park rd | 35.00 | 08-408-000-010 Engineering expenses | Expenditure | | 9 | 1 | |
| 12/19/22 HIGHW010 HIGHWAY MATERIALS, INC. | | | | | | | 2752 | | |
| 22-01522 | 1 | sw - materials | 306.15 | 08-446-000-200 Supplies | Expenditure | | 2 | 1 | |
| 12/19/22 LEHIHANS LEHIGH HANSON | | | | | | | 2752 | | |
| 22-01561 | 1 | sub base 18.27 ton | 237.51 | 08-446-000-200 Supplies | Expenditure | | 4 | 1 | |
| 12/19/22 LOWES020 LOWES BUSINESS ACCOUNT | | | | | | | 2752 | | |
| 22-01624 | 1 | sw - supplies | 265.64 | 08-446-000-200 Supplies | Expenditure | | 8 | 1 | |
| 12/19/22 MAINL010 MAIN LINE CONCRETE & SUPPLY IN | | | | | | | 2752 | | |
| 22-01523 | 1 | sw - materials - cheryl drive | 371.00 | 08-446-000-200 Supplies | Expenditure | | 3 | 1 | |
| 12/19/22 TMASSOC T & M ASSOCIATES | | | | | | | 2752 | | |
| 22-01598 | 1 | marsh creek watershed | 677.06 | 08-446-000-450 Contracted services | Expenditure | | 5 | 1 | |
| 22-01598 | 2 | stormwater fee program | 1,058.62 | 08-408-000-010 Engineering expenses | Expenditure | | 6 | 1 | |
| | | | 1,735.68 | | | | | | |

| Report Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 9 | 0 | 4,298.15 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | 9 | 0 | 4,298.15 | 0.00 |

Range of Checking Accts: CAPITAL to CAPITAL Range of Check Ids: 2010 to 2014
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

| Check # | Check Date | Vendor | | Amount Paid | Reconciled/Void | Ref Num |
|---|---|---|---|---|---|---|
| | 12/19/22 | 108EMERG | 10-8 EMERGENCY VEHICLE SERVICE | 16,111.69 | | 2753 |
| | 12/19/22 | BEILERCA | BEILER-CAMPBELL REALTORS | 1,800.00 | | 2753 |
| | 12/19/22 | BOYLECO | BOYLE CONSTRUCTION | 3,055.00 | | 2753 |
| | 12/19/22 | MARSH020 | MARSH CREEK SIGNS | 1,045.00 | | 2753 |
| | 12/19/22 | NEWHO010 | NEW HOLLAND AUTO GROUP | 226.38 | | 2753 |

| Report Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 5 | 0 | 22,238.07 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | 5 | 0 | 22,238.07 | 0.00 |

Batch Id: BABMAAS Batch Type: C Batch Date: 12/19/22 Checking Account: CAPITAL G/L Credit: Expenditure G/L Credit
Generate Direct Deposit: N

| Check No. / PO # | Check Date / Enc Date | Vendor # Name / Item Description | Payment Amt | Street 1 of Address to be printed on Check / Charge Account / Description | Account Type | Status | Seq | Acct |
|---|---|---|---|---|---|---|---|---|
| | 12/19/22 | 108EMERG 10-8 EMERGENCY VEHICLE SERVICE | | 501B EAST MAIN STREET | | | | |
| 22-01531 | 12/19/22 | 1 capital-running lights -#3205 | 1,030.76 | 30-410-000-700 Capital Purchases - Police | Expenditure | Aprv | 3 | 1 |
| 22-01531 | 12/19/22 | 2 capital - police vehicle prep | 15,080.93 | 30-410-000-700 Capital Purchases - Police | Expenditure | Aprv | 4 | 1 |
| | | | 16,111.69 | | | | | |
| | 12/19/22 | BEILERCA BEILER-CAMPBELL REALTORS | | 402 BAYARD ROAD | | | | |
| 22-01525 | 12/19/22 | 1 senn -161 township line rd | 1,800.00 | 30-507-000-010 Miscellaneous Expense | Expenditure | Aprv | 2 | 1 |
| | | | 1,800.00 | | | | | |
| | 12/19/22 | BOYLECO BOYLE CONSTRUCTION | | 1209 HAUSMAN ROAD | | | | |
| 22-01524 | 12/19/22 | 1 hvac upgrades-pre construction | 3,055.00 | 30-454-004-600 Capital Construction - Upland | Expenditure | Aprv | 1 | 1 |
| | | | 3,055.00 | | | | | |
| | 12/19/22 | MARSH020 MARSH CREEK SIGNS | | P.O. BOX 371 | | | | |
| 22-01566 | 12/19/22 | 1 Capital-graphics for unit 3213 | 1,045.00 | 30-410-000-700 Capital Purchases - Police | Expenditure | Aprv | 6 | 1 |
| | | | 1,045.00 | | | | | |
| | 12/19/22 | NEWHO010 NEW HOLLAND AUTO GROUP | | 508 W. MAIN STREET | | | | |
| 22-01564 | 12/19/22 | 1 new vehicle window/floor kits | 226.38 | 30-410-000-700 Capital Purchases - Police | Expenditure | Aprv | 5 | 1 |
| | | | 226.38 | | | | | |

| | Count | Line Items | Amount |
|---|---|---|---|
| Checks: | 5 | 6 | 22,238.07 |

There are NO errors or warnings in this listing.

| Totals by Year-Fund<br>Fund Description | Fund | Expend Total | Revenue Total | G/L Total | Total |
|---|---|---|---|---|---|
| Capital Fund | 2-30 | 22,238.07 | 0.00 | 0.00 | 22,238.07 |
| Total Of All Funds: | | 22,238.07 | 0.00 | 0.00 | 22,238.07 |

Totals by Fund

| Fund Description | Fund | Expend Total | Revenue Total | G/L Total | Total |
|---|---|---|---|---|---|
| Capital Fund | 30 | 22,238.07 | 0.00 | 0.00 | 22,238.07 |
| Total Of All Funds: | | 22,238.07 | 0.00 | 0.00 | 22,238.07 |

G/L Posting Summary

| Account | Description | Debits | Credits |
|---|---|---|---|
| 30-100-000-010 | Cash - Fulton Bank | 0.00 | 22,238.07 |
| 30-200-000-000 | Accounts Payable | 22,238.07 | 0.00 |
| | Grand Total: | 22,238.07 | 22,238.07 |

Range of Checking Accts: DEV ESCROW to DEV ESCROW Range of Check Ids: 657 to 661
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

| Check # | Check Date | Vendor | | Amount Paid | Reconciled/Void | Ref Num |
|---|---|---|---|---|---|---|
| | 12/19/22 | ARROC010 | ARRO CONSULTING, INC. | 1,509.95 | | 2754 |
| | 12/19/22 | BUCKL010 | BUCKLEY, BRION, MCGUIRE, MORRI | 389.00 | | 2754 |
| | 12/19/22 | CHRISFRA | FRANTZ, CHRISTOPHER | 183.50 | | 2754 |
| | 12/19/22 | GILMO020 | GILMORE & ASSOCIATES, INC | 22,879.47 | | 2754 |
| | 12/19/22 | MCMAH010 | BOWMAN CCONSULTING GROUP, LTD | 292.50 | | 2754 |

| Report Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 5 | 0 | 25,254.42 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | 5 | 0 | 25,254.42 | 0.00 |

Batch Id: BABMAAS Batch Type: C Batch Date: 12/19/22 Checking Account: DEV ESCROW G/L Credit: Expenditure G/L Credit
Generate Direct Deposit: N

| Check No. / PO # | Check Date / Enc Date | Vendor # Name / Item Description | Payment Amt | Street 1 of Address to be printed on Check / Charge Account / Description | Account Type | Status | Seq | Acct |
|---|---|---|---|---|---|---|---|---|
| | 12/19/22 | ARROC010 ARRO CONSULTING, INC. | | 108 WEST AIRPORT ROAD | | | | |
| 22-01611 | 12/19/22 | 1 Preserve | 932.45 | 248-035 | Project | Aprv | 13 | 1 |
| | | | | THE PRESERVE @ MARSH CREEK SEW | | | | |
| 22-01611 | 12/19/22 | 2 Enclave | 577.50 | 248-038 | Project | Aprv | 14 | 1 |
| | | | | ENCLAVE at CHESTER SPRINGS sew | | | | |
| | | | 1,509.95 | | | | | |
| | 12/19/22 | BUCKL010 BUCKLEY, BRION, MCGUIRE, MORRI | | 118 W. MARKET STREET | | | | |
| 22-01609 | 12/19/22 | 1 Prosperity | 184.50 | 248-046 | Project | Aprv | 10 | 1 |
| | | | | Prosperity Byers 5C 2B | | | | |
| 22-01609 | 12/19/22 | 2 Preserve | 184.50 | 248-1-035 | Project | Aprv | 11 | 1 |
| | | | | THE PRESERVE @ MARSH CREEK CON | | | | |
| 22-01609 | 12/19/22 | 3 Villages | 20.00 | 248-019 | Project | Aprv | 12 | 1 |
| | | | | The Village at Byers Station | | | | |
| | | | 389.00 | | | | | |
| | 12/19/22 | CHRISFRA FRANTZ, CHRISTOPHER | | PO BOX 557 | | | | |
| 22-01613 | 12/19/22 | 1 Preserve | 183.50 | 248-1-035 | Project | Aprv | 15 | 1 |
| | | | | THE PRESERVE @ MARSH CREEK CON | | | | |
| | | | 183.50 | | | | | |
| | 12/19/22 | GILMO020 GILMORE & ASSOCIATES, INC | | 65 E. BULTER AVENUE, SUITE 100 | | | | |
| 22-01608 | 12/19/22 | 1 PJ Reilly | 2,603.98 | 248-048 | Project | Aprv | 1 | 1 |
| | | | | 301 PARK ROAD | | | | |
| 22-01608 | 12/19/22 | 2 461 Font Road | 250.40 | 248-047 | Project | Aprv | 2 | 1 |
| | | | | 461 FONT ROAD | | | | |
| 22-01608 | 12/19/22 | 3 11 Senn Drive | 175.00 | 248-045 | Project | Aprv | 3 | 1 |
| | | | | 11 SENN DRIVE PARKING EXP | | | | |
| 22-01608 | 12/19/22 | 4 Preserve | 16,104.23 | 248-1-035 | Project | Aprv | 4 | 1 |
| | | | | THE PRESERVE @ MARSH CREEK CON | | | | |
| 22-01608 | 12/19/22 | 5 Crossings | 72.50 | 248-033 | Project | Aprv | 5 | 1 |
| | | | | Chester Springs Crossing | | | | |
| 22-01608 | 12/19/22 | 6 Eagleview 1-C | 595.29 | 248-025 | Project | Aprv | 6 | 1 |
| | | | | Eagleview Lot 1C | | | | |
| 22-01608 | 12/19/22 | 7 Enclave | 587.17 | 248-1-038 | Project | Aprv | 7 | 1 |
| | | | | ENCLAVE at CHESTER SPRINGS sit | | | | |
| 22-01608 | 12/19/22 | 8 Vantage Point | 674.19 | 248-017 | Project | Aprv | 8 | 1 |
| | | | | Vantage Point at Chester Spr | | | | |
| 22-01608 | 12/19/22 | 9 Villages | 1,816.71 | 248-019 | Project | Aprv | 9 | 1 |
| | | | | The Village at Byers Station | | | | |
| | | | 22,879.47 | | | | | |
| | 12/19/22 | MCMAH010 BOWMAN CCONSULTING GROUP, LTD | | P.O. BOX 748548 | | | | |
| 22-01622 | 12/19/22 | 1 Preserve | 97.50 | 248-1-035 | Project | Aprv | 16 | 1 |
| | | | | THE PRESERVE @ MARSH CREEK CON | | | | |
| 22-01622 | 12/19/22 | 2 prosperity | 195.00 | 248-046 | Project | Aprv | 17 | 1 |
| | | | | Prosperity Byers 5C 2B | | | | |
| | | | 292.50 | | | | | |

| Check No. / PO # | Check Date / Enc Date | Vendor # / Item | Name / Description | Payment Amt | Street 1 of Address to be printed on Check / Charge Account / Description | Account Type | Status | Seq | Acct |
|---|---|---|---|---|---|---|---|---|---|

| | Count | Line Items | Amount |
|---|---|---|---|
| Checks: | 5 | 17 | 25,254.42 |

There are NO errors or warnings in this listing.

# UPPER UWCHLAN TOWNSHIP

# MEMORANDUM

TO: BOARD OF SUPERVISORS

FROM: Jill Bukata, Township Treasurer

RE: Status Update

DATE: December 19, 2022

**Finance has worked on the following items during the month**

- Received and processed 44 trash and 1,210 sewer payments (11/18/2022 – 12/15/2022)
- Prepared the final 2023 Budget for the December BOS meeting

**Highlights of the November, 2022 financial statements**

- The balance sheet remains strong with cash of over **$12.7 million** - of that amount **approximately $6.1** million is not available for the routine operations of the Township as it is reserved for specific purposes, ie. Liquid Fuels and Act 209 for highways, Turf Field for replacement of the Turf Field, Capital Projects for capital improvements etc.

- Combined revenue and expense status (General Fund & Solid Waste Fund):

| | | |
|---|---|---|
| ○ Percentage through the year | | 91.7% |
| ○ YTD revenues | $ 9,430,119 | 102.8% |
| ○ YTD expenses | $ 7,426,807 | 83.1% |
| ○ YTD net income | $ 2,003,312 | (before transfers) |
| ○ YTD transfers out | $ 1,745,000 | |
| ○ **YTD net income (after transfers)** | **$ 158,312** | |
| ○ Budgeted 2022 net income | $ 230,361 | (before transfers) |
| ○ Budgeted 2022 net income (after) | ($1,614,639) | (after transfers) |

- EIT revenues in **December** (through 12/15/2022) total $126,700 and are now $674,500 over the amount of budgeted EIT revenue for 2022

# Upper Uwchlan Township
# Treasurer's Report

**Cash Balances**
**As of November 30, 2022**

| | | |
|---|---|---|
| **General Fund** | | |
| Meridian Bank | $ 5,305,895 | |
| Meridian Bank - Payroll | 39,785 | |
| Meridian Bank - ARPA Funds | 1,026,976 | |
| Meridian Bank MMA - restricted | 39,107 | |
| Meridian Bank-restricted-Meadow Creek | 1,005,992 | |
| Fulton Bank | 99,306 | |
| Fulton Bank - Turf Field | 224,271 | |
| Petty cash | 300 | |
| Total General Fund | 7,741,632 | |
| Certificate of Deposit - 7/2/23 | 278,331 | |
| **Total General Fund** | | $ 8,019,963 |
| **Solid Waste Fund** | | |
| Meridian Bank - Solid Waste | 28,202 | |
| Fulton Bank - Solid Waste | 838,296 | |
| Total Solid Waste Funds | 866,498 | |
| **Total Solid Waste Fund** | | 866,498 |
| **Liquid Fuels Fund** | | |
| Fulton Bank | 1,179,380 | |
| | 1,179,380 | |
| **Total Liquid Fuels Fund** | | 1,179,380 |
| **Capital Projects Fund** | | |
| Fulton Bank | 1,071,762 | |
| PSDLAF | 5,110 | |
| Fulton Bank - 2019 Bond Proceeds | - | |
| Fulton Bank - 2019 Bond Proceeds, ICS Sweep | 1 | |
| | 1,076,872 | |
| **Total Capital Projects Fund** | | 1,076,872 |
| **Act 209 Impact Fund** | | |
| Fulton Bank | 1,047,001 | |
| | 1,047,001 | |
| **Total Act 209 Impact Fund** | | 1,047,001 |
| **Water Resource Protection Fund** | | |
| Fulton Bank | 424,028 | |
| | 424,028 | |
| **Total Water Resource Protection Fund** | | 424,028 |
| **Sewer Fund** | | |
| PSDLAF | 84 | |
| Fulton Bank | 106,165 | |
| | 106,249 | |
| **Total Sewer Fund** | | 106,249 |
| **Total - Upper Uwchlan Township** | | $ 12,719,990 |
| **Municipal Authority** | | $ 6,785,111 |
| **Developer's Escrow Fund** | | $ 202,256 |

**Upper Uwchlan Township**
**Schedule of Investments**

*As of November 30, 2022*

| | Institution | Amount Invested | Type of Investment | Maturity Date | Interest Rate | Market Value |
|---|---|---|---|---|---|---|
| | *General Fund* | | | | | |
| **General Fund** | First Resource Bank | 250,000.00 | Certificate of Deposit | 7/2/2023 | 2.000% | 250,000.00 |
| | | 27,440.46 | Interest accrued | | | 27,440.46 |
| | Accrued interest - YTD | 890.24 | | | | 890.24 |
| | | 278,330.70 | | | | 278,330.70 |
| | *Sewer Fund - General Obligation Bonds (2014 Bonds)* | | | | | |
| **Sewer Fund** | PSDLAF | 2,812,792.62 | Collateralized CD Pool | | 0.100% | 2,812,792.62 |
| | Redemptions | (2,812,792.62) | | | | (2,812,792.62) |
| | PSDLAF | 83.59 | MAX account (MMF) | | | 83.59 |
| | PSDLAF | - | MAX account (MMF) | - | 0.02% | - |
| | | 83.59 | | | | 83.59 |
| | *Capital Fund* | | | | | |
| **Capital Fund** | PSDLAF | 1,500,000.00 | Collateralized CD Pool | | 0.100% | 1,500,000.00 |
| | Redemptions | (1,535,000.00) | | | | (1,535,000.00) |
| | MAX account (MMF) | 40,109.71 | MAX account (MMF) | - | 0.02% | 40,109.71 |
| | | 5,109.71 | | | | 5,109.71 |
| | Fulton Bank - 2019 | | | | | |
| | Bond Proceeds | 5,598,727.66 | | | | 5,598,727.66 |
| | Used for projects/interest | (5,598,727.11) | | | | (5,598,727.11) |
| | | 0.55 | | | | 0.55 |
| | *Total Capital Fund* | 5,110.26 | | | | 5,110.26 |

Upper Uwchlan Township
Accounts Receivable
As of November 30, 2022

*Engineering and Legal Receivables - 01-145-000-200 and 300*
*Reimbursable CU Fees - 01-145-000-021*

| | Total Amount Due 11/30/2022 | Total Amount Due 10/31/2022 | Less than 30 days | 31 - 60 days | 61 - 90 days | Over 90 days | Over 180 days | Total |
|---|---|---|---|---|---|---|---|---|
| Alpha Phylte Fitness | 1,083.30 | 1,083.30 | - | - | - | 1,083.30 | - | 1,083.30 |
| Hankin | 3,102.50 | 3,102.50 | - | - | - | - | 3,102.50 | 3,102.50 |
| Montesano | 1,774.96 | 1,774.96 | - | - | - | - | 1,774.96 | 1,774.96 |
| Toll Brothers | 11,350.14 | 11,350.14 | - | - | 4,791.57 | 6,558.57 | - | 11,350.14 |
| Natural Lands Trust | 2,624.75 | 2,624.75 | - | 2,624.75 | - | - | - | 2,624.75 |
| Charles Spackman | - | 951.10 | - | - | - | - | - | - |
| **Balance at November 30, 2022** | **$ 19,935.65** | **$ 20,886.75** | **$ -** | **$ 2,624.75** | **$ 4,791.57** | **$ 7,641.87** | **$ 4,877.46** | **$ 19,935.65** |

**Upper Uwchlan Township**
**Accounts Receivable**
**As of November 30, 2022**

*Turf and Field Fees Receivable - Account 01-145-000-080 and 085*

| | Total Amount 11/30/2022 | Total Amount 10/31/2022 | Less than 30 days | 31 - 60 | 61 - 90 | Over 90 days | Over 180 days | Total |
|---|---|---|---|---|---|---|---|---|
| Marsh Creek Eagles | 3,300.00 | 3,300.00 | - | - | | 3,300.00 | | 3,300.00 |
| GEYA Soccer | 1,290.00 | - | 1,290.00 | - | - | | | 1,290.00 |
| Brandywine Rugby | - | - | - | - | - | | | - |
| Downingtown East Lacrosse | 45.00 | 45.00 | - | - | - | 45.00 | | 45.00 |
| Next Level Sports | - | - | - | | | | | - |
| | | | | | | | | - |
| | | | | | | | | - |
| | - | - | - | | | | | - |
| **Balance at November 30, 2022** | **$ 4,635.00** | **$ 3,345.00** | **$ 1,290.00** | **$ -** | **$ -** | **$ 3,345.00** | **$ -** | **$ 4,635.00** |

**Upper Uwchlan Township**
**Accounts Receivable**
**As of November 30, 2022**

*Misc Accounts Receivable - Account 01-145-000-095*

| | Amount 11/30/2022 | Amount 10/31/2022 | Aging: Less than 30 days | 30 days | 60 days | 90 days | 180 days & over | Total |
|---|---|---|---|---|---|---|---|---|
| PURTA | - | - | - | - | - | - | - | - |
| Franchise fees - 3Q | - | 50,000.00 | - | - | | | | - |
| PSATS overpayment - 3Q | 1,056.43 | 1,056.43 | - | 1,056.43 | | | | 1,056.43 |
| | - | - | | | | | | - |
| **Balance at November 30, 2022** | **$ 1,056.43** | **$ 51,056.43** | **-** | **1,056.43** | **-** | **-** | **-** | **1,056.43** |

**Upper Uwchlan Township**
**General Fund**
**Balance Sheet**
**As of November 30, 2022**

| | | | |
|---|---|---|---|
| **ASSETS** | | | |
| Cash | | | |
| 01-100-000-100 | General Checking - Fulton Bank | $ | 99,305.72 |
| 01-100-000-200 | Meridian Bank | | 5,305,894.51 |
| 01-100-000-210 | Meridian Bank - Payroll | | 39,784.96 |
| 01-100-000-220 | Meridian Bank MMA - restricted | | 39,106.83 |
| 01-100-000-230 | Meridian Bank - ARPA | | 1,026,975.61 |
| 01-100-000-250 | Fulton Bank - Turf Field | | 224,271.36 |
| 01-100-000-260 | Meridian Bank - Meadow Creek Lane | | 1,005,992.36 |
| 01-100-000-300 | Petty Cash | | 300.00 |
| | Total Cash | | 7,741,631.35 |
| Investments | | | |
| 01-120-000-100 | Certificate of Deposit - 7/2/23 | | 278,330.70 |
| | | | 278,330.70 |
| Accounts Receivable | | | |
| 01-145-000-020 | Engineering Fees Receivable | | 8,129.14 |
| 01-145-000-021 | Engineering Fees Receivable-CU | | 827.40 |
| 01-145-000-030 | Legal Fees Receivable | | 7,279.21 |
| 01-145-000-040 | R/E Taxes Receivable | | 15,536.64 |
| 01-145-000-050 | Hydrant Tax Receivable | | - |
| 01-145-000-060 | Domestic Relations Receivable | | (525.14) |
| 01-145-000-080 | Field Fees Receivables | | 4,635.00 |
| 01-145-000-085 | Turf Field Receivables | | - |
| 01-145-000-086 | EIT Receivable | | 27,440.24 |
| 01-145-000-090 | RE Transfer Tax Receivable | | 60,331.17 |
| 01-145-000-095 | Misc accounts receivable | | 1,056.43 |
| 01-145-000-096 | Traffic Signals Receivable | | - |
| 01-145-000-097 | Advertising Fees Reimbursable | | - |
| | Total Accounts Receivable | | 124,710.09 |
| Other Current Assets | | | |
| 01-130-000-001 | Due From Municipal Authority | | 110,623.69 |
| 01-130-000-003 | Due From Liquid Fuels | | - |
| 01-130-000-004 | Due from ACT 209 Fund | | - |
| 01-130-000-005 | Due From Capital Fund | | 5,990.00 |
| 01-130-000-006 | Due from Solid Waste Fund | | 100,000.00 |
| 01-130-000-007 | Due from Water Resource Protection Fund | | 247.50 |
| 01-130-000-008 | Due from the Sewer Fund | | - |
| 01-130-000-009 | Due from Developer's Escrow Fund | | 788.91 |
| 01-131-000-000 | Suspense Account | | - |
| | Total Other Current Assets | | 217,650.10 |
| Prepaid Expense | | | |
| 01-155-000-000 | Prepaid expenses | | 5,176.00 |
| | Total Prepaid Expense | | 5,176.00 |
| | **Total Assets** | **$** | **8,367,498.24** |

**Upper Uwchlan Township**
**General Fund**
**Balance Sheet**
**As of November 30, 2022**

**LIABILITIES AND FUND BALANCE**

| | | | |
|---|---|---|---|
| Accounts Payable | | | |
| 01-200-000-000 | Accounts Payable | | - |
| 01-252-000-001 | Deferred Revenues | | 1,028,844.86 |
| | Total Accounts Payable | | 1,028,844.86 |
| | | | |
| Other Current Liabilities | | | |
| 01-199-000-000 | Suspense Account | | - |
| 01-210-000-000 | Payroll Liabilities | | (2,513.28) |
| 01-210-000-001 | Federal Tax Withheld | | 1,864.52 |
| 01-211-000-000 | FICA Tax Withheld | | (495.77) |
| 01-212-000-000 | Earned Income Tax W/H | | 5,607.11 |
| 01-214-000-000 | Non-Uniform Pension | | - |
| 01-214-000-100 | NU Pension Plan #2 | | - |
| 01-215-000-000 | Police Pension Withheld | | - |
| 01-216-000-000 | Domestic Relation W/H | | - |
| 01-217-000-000 | State Tax Withheld | | (199.78) |
| 01-218-000-000 | Police Association Dues | | 2,080.00 |
| 01-219-000-000 | LST Tax Withheld | | 10.00 |
| 01-220-000-000 | State Unemployement W/H | | 315.72 |
| 01-221-000-000 | Benefit Deduction-Aflac | | (1,220.45) |
| 01-221-000-100 | Benefit Deduction-Aflac After Tax | | 724.80 |
| 01-222-000-000 | 457 Contribution Deduction | | - |
| 01-223-000-000 | Direct Deposit | | - |
| 01-224-000-000 | Payroll Deduction Adjustments | | - |
| 01-239-000-001 | Due to Municipal Authority | | - |
| 01-239-000-003 | Due To Liquid Fuels | | - |
| 01-239-000-004 | Due to Act 209 Fund | | - |
| 01-239-000-005 | Due to Capital Fund | | - |
| 01-239-000-006 | Due to Solid Waste Fund | | 72.50 |
| 01-239-000-007 | Due to Water Resource Protection Fund | | - |
| 01-239-000-008 | Due to Developer's Escrow Fund | | - |
| 01-258-000-000 | Accrued Expenses | | - |
| | Total Other Current Liabilities | | 6,245.37 |
| | **Total Liabilities** | **$** | **1,035,090.23** |
| EQUITY | | | |
| 01-272-000-000 | Opening Balance Equity | | 812,921.60 |
| 01-272-000-001 | Retained Earnings | | 6,535,579.71 |
| | Current Period Net Income (Loss) | | (16,093.30) |
| | Total Equity | | 7,332,408.01 |
| | **Total Fund Balance** | **$** | **7,332,408.01** |
| | **Total Liabilities & Fund Balance** | **$** | **8,367,498.24** |

**Upper Uwchlan Township**
**General Fund**
**Statement of Revenues and Expenditures**
**For the Period Ended November 30, 2022**

| GL Account # | Account Description | 2022 YTD Actual | 2022 Budget | Over (Under) Budget | Actual as % of Budget |
|---|---|---|---|---|---|
| | **REVENUES** | | | | |
| 01-301-000-010 | Current Real Estate Taxes | $ 1,172,507.55 | $ 1,050,100.00 | $ 122,407.55 | 111.7% |
| 01-301-000-013 | Real Estate Tax Refunds | (310.38) | (25,000.00) | 24,689.62 | 1.2% |
| 01-301-000-030 | Delinquent Real Estate Taxes | 31,287.08 | 30,000.00 | 1,287.08 | 104.3% |
| 01-301-000-071 | Hydrant Tax | - | 65,000.00 | (65,000.00) | 0.0% |
| 01-301-000-072 | Delinquent Hydrant Taxes | 391.83 | - | 391.83 | #DIV/0! |
| 01-310-000-010 | Real Estate Transfer Taxes | 814,535.59 | 650,000.00 | 164,535.59 | 125.3% |
| 01-310-000-020 | Earned Income Taxes | 4,608,416.48 | 4,100,000.00 | 508,416.48 | 112.4% |
| 01-310-000-021 | EIT commissions paid | (56,864.93) | (55,760.00) | (1,104.93) | 102.0% |
| 01-320-000-010 | Building Permits | 541,352.10 | 500,000.00 | 41,352.10 | 108.3% |
| 01-320-000-020 | Use & Occupancy Permit | 11,610.00 | 12,000.00 | (390.00) | 96.8% |
| 01-320-000-030 | Sign Permits | - | 100.00 | (100.00) | 0.0% |
| 01-320-000-040 | Contractors Permit | 1,600.00 | 2,000.00 | (400.00) | 80.0% |
| 01-320-000-050 | Refinance Certification Fees | 2,620.00 | 3,000.00 | (380.00) | 87.3% |
| 01-321-000-080 | Cable TV Franchise Fees | 148,740.44 | 210,000.00 | (61,259.56) | 70.8% |
| 01-331-000-010 | Vehicle Codes Violation | 65,856.79 | 45,000.00 | 20,856.79 | 146.3% |
| 01-331-000-011 | Reports/Fingerprints | 1,485.00 | 2,000.00 | (515.00) | 74.3% |
| 01-331-000-012 | Solicitation Permits | 125.00 | 500.00 | (375.00) | 25.0% |
| 01-331-000-050 | Reimbursable Police Wages | 7,070.78 | 3,000.00 | 4,070.78 | 235.7% |
| 01-341-000-001 | Interest Earnings | 28,929.04 | 33,000.00 | (4,070.96) | 87.7% |
| 01-342-000-001 | Rental Property Income | 22,000.00 | 24,000.00 | (2,000.00) | 91.7% |
| 01-354-000-010 | County Grants | - | - | - | #DIV/0! |
| 01-354-000-020 | State Grants | - | 618,752.00 | (618,752.00) | 0.0% |
| 01-354-000-030 | Police Grants | - | - | - | #DIV/0! |
| 01-355-000-001 | PURTA | 6,800.31 | 5,000.00 | 1,800.31 | 136.0% |
| 01-355-000-004 | Alcoholic Beverage Tax | 800.00 | 600.00 | 200.00 | 133.3% |
| 01-355-000-005 | State Aid, Police Pension | 124,331.00 | 122,000.00 | 2,331.00 | 101.9% |
| 01-355-000-006 | State Aid, Non-Uniform Pension | 98,428.43 | 60,000.00 | 38,428.43 | 164.0% |
| 01-355-000-007 | Foreign Fire Insurance Tax | 110,713.80 | 95,000.00 | 15,713.80 | 116.5% |
| 01-360-000-010 | Vehicle Storage Fees | - | 1,000.00 | (1,000.00) | 0.0% |
| 01-361-000-030 | Zoning/SubDivision Land Development | 12,946.62 | 6,000.00 | 6,946.62 | 215.8% |
| 01-361-000-032 | Fees from Engineering | 33,103.70 | 50,000.00 | (16,896.30) | 66.2% |
| 01-361-000-033 | Admin Fees from Engineering | 120.00 | 4,000.00 | (3,880.00) | 3.0% |
| 01-361-000-035 | Admin Fees from Legal | 100.00 | 1,000.00 | (900.00) | 10.0% |
| 01-361-000-036 | Legal Services Fees | 23,024.92 | 6,000.00 | 17,024.92 | 383.7% |
| 01-361-000-038 | Sale of Maps & Books | 285.00 | 250.00 | 35.00 | 114.0% |
| 01-361-000-039 | Fire Inspection Fees | 1,075.00 | 2,000.00 | (925.00) | 53.8% |
| 01-361-000-040 | Fees from Engineering - CU | 1,037.40 | 20,000.00 | (18,962.60) | 5.2% |
| 01-361-000-041 | Property Inspection Fees | - | 8,000.00 | (8,000.00) | 0.0% |
| 01-361-000-042 | Copies | 4.25 | 100.00 | (95.75) | 4.3% |
| 01-361-000-043 | Fees from Traffic Signals Reimbursables | - | - | - | #DIV/0! |
| 01-361-000-044 | Fees from Advertising Reimbursables | 1,470.54 | 500.00 | 970.54 | 294.1% |
| 01-367-000-010 | Recreation Donations | - | - | - | #DIV/0! |
| 01-367-000-014 | Pavillion Rental | 290.00 | 500.00 | (210.00) | 58.0% |
| 01-367-000-020 | Tennis Fees | | | - | #DIV/0! |
| 01-367-000-021 | Field Programs | 39,383.75 | 30,000.00 | 9,383.75 | 131.3% |
| 01-367-000-025 | Turf Field Fees | 44,260.00 | 45,000.00 | (740.00) | 98.4% |
| 01-367-000-030 | Community Events Donations | 18,945.00 | 10,000.00 | 8,945.00 | 189.5% |
| 01-367-000-040 | History Book Revenue | - | 200.00 | (200.00) | 0.0% |
| 01-367-000-045 | Upland Farms Barn Rental Fees | 6,750.00 | 5,000.00 | 1,750.00 | 135.0% |
| 01-367-000-089 | Donations for Park Equipment | - | - | - | #DIV/0! |
| 01-380-000-001 | Miscellaneous Revenue | 33,284.89 | 5,000.00 | 28,284.89 | 665.7% |
| 01-380-000-010 | Insurance Reimbursement | 1,974.16 | 3,000.00 | (1,025.84) | 65.8% |
| 01-392-000-008 | Municipal Authority Reimbursement | 316,848.84 | 272,707.00 | 44,141.84 | 116.2% |

**Upper Uwchlan Township**
**General Fund**
**Statement of Revenues and Expenditures**
**For the Period Ended November 30, 2022**

| GL Account # | Account Description | 2022 YTD Actual | 2022 Budget | Over (Under) Budget | Actual as % of Budget |
|---|---|---|---|---|---|
| 01-392-000-020 | Transfer from Capital Fund | - | - | - | #DIV/0! |
| 01-392-000-030 | Transfer from Solid Waste Fund | - | - | - | #DIV/0! |
| 01-395-000-000 | Refund of Prior Year Expenses | 1,574.00 | - | 1,574.00 | #DIV/0! |
| | **Total Revenue** | **$ 8,278,903.98** | **$ 8,020,549.00** | **$ 258,354.98** | **103.2%** |
| | **GENERAL GOVERNMENT** | | | | |
| 01-400-000-113 | Supervisors Wages | $ 9,750.00 | $ 9,750.00 | $ - | 100.0% |
| 01-400-000-150 | Payroll Tax Expense | 745.92 | 746.00 | (0.08) | 100.0% |
| 01-400-000-320 | Telephone | 1,761.03 | 2,000.00 | (238.97) | 88.1% |
| 01-400-000-340 | Public Relations | 2,705.90 | 2,500.00 | 205.90 | 108.2% |
| 01-400-000-341 | Advertising | 10,611.51 | 7,500.00 | 3,111.51 | 141.5% |
| 01-400-000-342 | Printing | 6,621.17 | 5,000.00 | 1,621.17 | 132.4% |
| 01-400-000-344 | Community Notice | - | 2,000.00 | (2,000.00) | 0.0% |
| 01-400-000-350 | Insurance-Bonding | 2,707.00 | 2,945.00 | (238.00) | 91.9% |
| 01-400-000-352 | Insurance-Liability | 16,591.20 | 16,591.00 | 0.20 | 100.0% |
| 01-400-000-420 | Dues/Subscriptions/Memberships | 6,853.85 | 4,375.00 | 2,478.85 | 156.7% |
| 01-400-000-460 | Meeting & Conferences | 5,665.17 | 6,000.00 | (334.83) | 94.4% |
| 01-400-000-461 | Bank Fees | 13,154.49 | 12,000.00 | 1,154.49 | 109.6% |
| 01-400-000-463 | Misc expenses | 9,320.06 | 2,000.00 | 7,320.06 | 466.0% |
| 01-400-000-464 | Wallace Twp. Tax Agreement | 6,734.34 | 4,800.00 | 1,934.34 | 140.3% |
| | | 93,221.64 | 78,207.00 | 15,014.64 | 119.2% |
| | **EXECUTIVE** | | | | |
| 01-401-000-100 | Administration Wages | 504,094.19 | 582,528.00 | (78,433.81) | 86.5% |
| 01-401-000-150 | Payroll Tax Expense | 40,131.27 | 44,563.00 | (4,431.73) | 90.1% |
| 01-401-000-151 | PSATS Unemployment Compensation | 3,487.73 | 3,745.00 | (257.27) | 93.1% |
| 01-401-000-156 | Employee Benefit Expense | 55,922.23 | 83,348.00 | (27,425.77) | 67.1% |
| 01-401-000-157 | ACA Fees | 223.20 | 240.00 | (16.80) | 93.0% |
| 01-401-000-160 | Non-Uniform Pension | 36,853.80 | 36,467.00 | 386.80 | 101.1% |
| 01-401-000-165 | Employer 457 Match | - | 12,000.00 | (12,000.00) | 0.0% |
| 01-401-000-174 | Tuition Reimbursements | (169.59) | 6,300.00 | (6,469.59) | -2.7% |
| 01-401-000-181 | Longevity Pay | 3,600.00 | 5,550.00 | (1,950.00) | 64.9% |
| 01-401-000-183 | Overtime Wages | 10,424.98 | 5,000.00 | 5,424.98 | 208.5% |
| 01-401-000-200 | Supplies | 17,909.77 | 15,000.00 | 2,909.77 | 119.4% |
| 01-401-000-205 | Meals & Meal Allowances | - | 200.00 | (200.00) | 0.0% |
| 01-401-000-215 | Postage | 6,476.63 | 4,500.00 | 1,976.63 | 143.9% |
| 01-401-000-230 | Gasoline & Oil | 1,591.17 | 2,200.00 | (608.83) | 72.3% |
| 01-401-000-235 | Vehicle Maintenance | 988.81 | 1,000.00 | (11.19) | 98.9% |
| 01-401-000-252 | Repair & Maintenance | - | 2,000.00 | (2,000.00) | 0.0% |
| 01-401-000-316 | Training & Seminars | 5,522.37 | 10,000.00 | (4,477.63) | 55.2% |
| 01-401-000-317 | Parking/Travel | 1,347.84 | 1,200.00 | 147.84 | 112.3% |
| 01-401-000-322 | Ipad Expenses | 140.14 | 600.00 | (459.86) | 23.4% |
| 01-401-000-352 | Insurance - Liability | 281.52 | 282.00 | (0.48) | 99.8% |
| 01-401-000-353 | Insurance-Vehicle | 398.24 | 398.00 | 0.24 | 100.1% |
| 01-401-000-354 | Insurance-Workers Compensation | 1,935.92 | 720.00 | 1,215.92 | 268.9% |
| 01-401-000-420 | Dues/Subscriptions/Memberships | 2,874.00 | 6,100.00 | (3,226.00) | 47.1% |
| 01-401-000-450 | Contracted Services | 18,495.37 | 16,000.00 | 2,495.37 | 115.6% |
| | | 712,529.59 | 839,941.00 | (127,411.41) | 84.8% |
| | **AUDIT** | | | | |
| 01-402-000-450 | Contracted Services | 24,700.00 | 25,700.00 | (1,000.00) | 96.1% |
| | | 24,700.00 | 25,700.00 | (1,000.00) | 96.1% |

**Upper Uwchlan Township**
**General Fund**
**Statement of Revenues and Expenditures**
**For the Period Ended November 30, 2022**

| GL Account # | Account Description | 2022 YTD Actual | 2022 Budget | Over (Under) Budget | Actual as % of Budget |
|---|---|---|---|---|---|
| | **TAX COLLECTION** | | | | |
| 01-403-000-110 | Chester Co. Treasurer Expense | 8,326.50 | 12,500.00 | (4,173.50) | 66.6% |
| 01-403-000-200 | Supplies | - | - | - | #DIV/0! |
| 01-403-000-215 | Postage | - | - | - | #DIV/0! |
| 01-403-000-350 | Insurance-Bonding | - | - | - | #DIV/0! |
| 01-403-000-450 | Contracted Services | - | 400.00 | (400.00) | 0.0% |
| | | 8,326.50 | 12,900.00 | (4,573.50) | 64.5% |
| | **LEGAL** | | | | |
| 01-404-000-305 | Reimbursable Legal Fees - CU | - | 500.00 | (500.00) | 0.0% |
| 01-404-000-310 | Reimbursable Legal Fees | 35,644.67 | 9,500.00 | 26,144.67 | 375.2% |
| 01-404-000-311 | Non Reimbursable Legal | 47,947.66 | 45,000.00 | 2,947.66 | 106.6% |
| 01-404-000-450 | Contracted Services | - | 5,000.00 | (5,000.00) | 0.0% |
| | | 83,592.33 | 60,000.00 | 23,592.33 | 139.3% |
| | **MUNICIPAL AUTHORITY ADMINISTRATOR** | | | | |
| 01-406-000-100 | Administrator Wages | 32,015.00 | - | 32,015.00 | #DIV/0! |
| 01-406-000-101 | Employee Cost Transferred to MA | (34,002.98) | - | (34,002.98) | #DIV/0! |
| 01-406-000-150 | Payroll Tax Expense | 1,540.72 | - | 1,540.72 | #DIV/0! |
| 01-406-000-151 | PSATS Unemployment Compensation | 447.26 | - | 447.26 | #DIV/0! |
| | | (0.00) | - | (0.00) | #DIV/0! |
| | **TECHNOLOGY** | | | | |
| 01-407-000-200 | Supplies | - | 2,000.00 | (2,000.00) | 0.0% |
| 01-407-000-220 | Software | 53,093.94 | 73,280.00 | (20,186.06) | 72.5% |
| 01-407-000-222 | Hardware | 6,483.00 | 16,000.00 | (9,517.00) | 40.5% |
| 01-407-000-240 | Web Page | 6,361.83 | 6,000.00 | 361.83 | 106.0% |
| 01-407-000-450 | Contracted Services | 47,656.06 | 62,720.00 | (15,063.94) | 76.0% |
| | | 113,594.83 | 160,000.00 | (46,405.17) | 71.0% |
| | **ENGINEERING** | | | | |
| 01-408-000-305 | Reimbursable Conditional Use | - | 25,000.00 | (25,000.00) | 0.0% |
| 01-408-000-310 | Reimbursable Engineering | 36,329.40 | 75,000.00 | (38,670.60) | 48.4% |
| 01-408-000-311 | Traffic Engineering | 20,161.28 | 25,000.00 | (4,838.72) | 80.6% |
| 01-408-000-313 | Non Reimbursable Engineering | 49,058.81 | 30,000.00 | 19,058.81 | 163.5% |
| 01-408-000-366 | Ordinance Update | - | 4,500.00 | (4,500.00) | 0.0% |
| 01-408-000-367 | General Planning | - | 10,000.00 | (10,000.00) | 0.0% |
| 01-408-000-368 | MS4 Expenses | - | 618,752.00 | (618,752.00) | 0.0% |
| 01-408-000-369 | Reimbursable Traffic Signals | - | - | - | #DIV/0! |
| 01-408-000-370 | Reimbursable Advertising | 1,154.56 | - | 1,154.56 | #DIV/0! |
| | | 106,704.05 | 788,252.00 | (681,547.95) | 13.5% |
| | **TOWNSHIP PROPERTIES** | | | | |
| | *Public Works Building* | | | | |
| 01-409-001-200 | Supplies | 413.77 | 1,000.00 | (586.23) | 41.4% |
| 01-409-001-231 | Propane & heating - PW bldg | 23,873.29 | 15,000.00 | 8,873.29 | 159.2% |
| 01-409-001-250 | Maint & Repair | 9,144.48 | 21,850.00 | (12,705.52) | 41.9% |
| 01-409-001-320 | Telephone | 4,095.14 | 4,000.00 | 95.14 | 102.4% |
| 01-409-001-351 | Insurance - property | 15,545.52 | 15,546.00 | (0.48) | 100.0% |
| 01-409-001-360 | Utilities | 6,154.30 | 12,000.00 | (5,845.70) | 51.3% |
| 01-409-001-450 | Contracted Services | 2,322.19 | 8,000.00 | (5,677.81) | 29.0% |

**Upper Uwchlan Township**
**General Fund**
**Statement of Revenues and Expenditures**
**For the Period Ended November 30, 2022**

| GL Account # | Account Description | 2022 YTD Actual | 2022 Budget | Over (Under) Budget | Actual as % of Budget |
|---|---|---|---|---|---|
| | *Township Building* | | | | |
| 01-409-003-101 | Employee Cost Allocated | - | - | - | #DIV/0! |
| 01-409-003-200 | Supplies | 5,185.25 | 2,000.00 | 3,185.25 | 259.3% |
| 01-409-003-231 | Propane & Heating Oil | 824.13 | 5,000.00 | (4,175.87) | 16.5% |
| 01-409-003-250 | Maintenance & Repairs | 3,298.81 | 2,500.00 | 798.81 | 132.0% |
| 01-409-003-320 | Telephone | 7,638.32 | 7,000.00 | 638.32 | 109.1% |
| 01-409-003-351 | Insurance Property | 18,136.25 | 18,136.00 | 0.25 | 100.0% |
| 01-409-003-360 | Utilities | 19,542.25 | 25,000.00 | (5,457.75) | 78.2% |
| 01-409-003-380 | Rent | - | - | - | #DIV/0! |
| 01-409-003-385 | Relocation Costs | - | - | - | #DIV/0! |
| 01-409-003-450 | Contracted Services | 22,799.28 | 39,000.00 | (16,200.72) | 58.5% |
| | *Milford Road* | | | - | |
| 01-409-004-200 | Supplies | - | 500.00 | (500.00) | 0.0% |
| 01-409-004-231 | Propane | 2,773.03 | 2,000.00 | 773.03 | 138.7% |
| 01-409-004-250 | Maintenance & Repairs | 2,540.00 | 500.00 | 2,040.00 | 508.0% |
| 01-409-004-320 | Telephone | 3,076.12 | 3,000.00 | 76.12 | 102.5% |
| 01-409-004-351 | Insurance - property | 2,590.92 | 2,591.00 | (0.08) | 100.0% |
| 01-409-004-360 | Utilities | 870.34 | 1,000.00 | (129.66) | 87.0% |
| 01-409-004-450 | Contracted Services | 4,320.17 | 500.00 | 3,820.17 | 864.0% |
| | | 155,143.56 | 186,123.00 | (30,979.44) | 83.4% |
| | **POLICE EXPENSES** | | | | |
| 01-410-000-100 | Police Wages | 1,421,915.31 | 1,603,004.00 | (181,088.69) | 88.7% |
| 01-410-000-110 | Police Wages - WC reimbursement | - | | - | #DIV/0! |
| 01-410-000-150 | Payroll Tax Expense | 118,647.55 | 122,630.00 | (3,982.45) | 96.8% |
| 01-410-000-151 | PSATS Unemployment Compensation | 9,176.24 | 8,765.00 | 411.24 | 104.7% |
| 01-410-000-156 | Employee Benefit Expense | 322,202.56 | 392,907.00 | (70,704.44) | 82.0% |
| 01-410-000-158 | Medical Expense Reimbursements | 10,353.37 | 13,000.00 | (2,646.63) | 79.6% |
| 01-410-000-160 | Pension Expense | 227,964.00 | 227,964.00 | - | 100.0% |
| 01-410-000-165 | Employer 457 Match | - | 30,000.00 | (30,000.00) | 0.0% |
| 01-410-000-174 | Tuition Reimbursment | 8,632.20 | 15,000.00 | (6,367.80) | 57.5% |
| 01-410-000-181 | Longevity Pay | 26,400.00 | 29,400.00 | (3,000.00) | 89.8% |
| 01-410-000-182 | Education incentive | 4,750.00 | 5,750.00 | (1,000.00) | 82.6% |
| 01-410-000-183 | Overtime - Patrol Functions | 46,854.92 | 60,000.00 | (13,145.08) | 78.1% |
| 01-410-000-184 | Overtime - Shift Coverage | 15,860.66 | - | 15,860.66 | #DIV/0! |
| 01-410-000-185 | Overtime - Holiday Worked | 17,479.84 | - | 17,479.84 | #DIV/0! |
| 01-410-000-187 | Courttime Wages | 9,049.74 | 12,000.00 | (2,950.26) | 75.4% |
| 01-410-000-190 | ARPA - COVID Pay | 11,250.00 | - | 11,250.00 | #DIV/0! |
| 01-410-000-191 | Uniform/Boot Allowances | 14,500.00 | 14,000.00 | 500.00 | 103.6% |
| 01-410-000-200 | Supplies | 8,840.40 | 14,000.00 | (5,159.60) | 63.1% |
| 01-410-000-215 | Postage | 750.00 | 750.00 | - | 100.0% |
| 01-410-000-230 | Gasoline & Oil | 48,462.38 | 43,000.00 | 5,462.38 | 112.7% |
| 01-410-000-235 | Vehicle Maintenance | 17,955.59 | 25,000.00 | (7,044.41) | 71.8% |
| 01-410-000-238 | Clothing/Uniforms | 18,469.00 | 11,700.00 | 6,769.00 | 157.9% |
| 01-410-000-250 | Maintenance & Repairs | 306.39 | 2,500.00 | (2,193.61) | 12.3% |
| 01-410-000-260 | Small Tools & Equipment | 14,251.46 | 10,000.00 | 4,251.46 | 142.5% |
| 01-410-000-311 | Non-Reimburseable-Legal | - | - | - | #DIV/0! |
| 01-410-000-316 | Training/Seminar | 19,574.24 | 15,000.00 | 4,574.24 | 130.5% |
| 01-410-000-317 | Parking & travel | 23.60 | 1,000.00 | (976.40) | 2.4% |
| 01-410-000-320 | Telephone | 4,834.66 | 7,000.00 | (2,165.34) | 69.1% |
| 01-410-000-322 | Ipad Expense | - | 600.00 | (600.00) | 0.0% |
| 01-410-000-327 | Radio Equipment M & R | - | 1,000.00 | (1,000.00) | 0.0% |
| 01-410-000-340 | Public Relations | 14,128.42 | 15,000.00 | (871.58) | 94.2% |
| 01-410-000-342 | Police Accreditation | 2,632.92 | 6,000.00 | (3,367.08) | 43.9% |
| 01-410-000-352 | Insurance - Liability | 12,793.00 | 12,793.00 | - | 100.0% |
| 01-410-000-353 | Insurance - Vehicles | 2,106.00 | 2,106.00 | - | 100.0% |

**Upper Uwchlan Township**
**General Fund**
**Statement of Revenues and Expenditures**
**For the Period Ended November 30, 2022**

| GL Account # | Account Description | 2022 YTD Actual | 2022 Budget | Over (Under) Budget | Actual as % of Budget |
|---|---|---|---|---|---|
| 01-410-000-354 | Insurance - Workers Compensation | 41,945.16 | 43,200.00 | (1,254.84) | 97.1% |
| 01-410-000-420 | Dues/Subscriptions/Memberships | 971.62 | 1,000.00 | (28.38) | 97.2% |
| 01-410-000-450 | Contracted Services | 12,914.37 | 29,950.00 | (17,035.63) | 43.1% |
| 01-410-000-740 | Computer/Furniture | 4,156.89 | 3,000.00 | 1,156.89 | 138.6% |
| | | 2,490,152.49 | 2,779,019.00 | (288,866.51) | 89.6% |
| | **FIRE/AMBULANCE** | | | | |
| 01-411-000-354 | Insurance - Workers Compensation | 8,648.25 | 23,000.00 | (14,351.75) | 37.6% |
| 01-411-000-420 | Dues/Subscriptions/Memberships | - | - | - | #DIV/0! |
| 01-411-000-450 | Contracted Services | - | - | - | #DIV/0! |
| 01-411-000-451 | Hydrant expenses-Aqua | 76,588.57 | 60,000.00 | 16,588.57 | 127.6% |
| 01-411-001-001 | Ludwigs | 249,196.00 | 249,196.00 | - | 100.0% |
| 01-411-001-002 | Lionville | 99,360.00 | 99,360.00 | - | 100.0% |
| 01-411-001-003 | Lionville Capital | - | - | - | 100.0% |
| 01-411-001-004 | Glenmoore | 61,435.00 | 11,435.00 | 50,000.00 | 537.3% |
| 01-411-001-005 | E. Brandywine | 46,279.00 | 46,279.00 | - | 100.0% |
| 01-411-001-006 | Reimbursement - Uwchlan Township | - | 2,300.00 | (2,300.00) | 0.0% |
| 01-411-001-007 | Reimbursement - East Brandywine Twp. | 306.38 | 200.00 | 106.38 | 153.2% |
| 01-411-002-530 | Contributions-Fire Relief | 110,713.80 | 95,000.00 | 15,713.80 | 116.5% |
| | | 652,527.00 | 586,770.00 | 65,757.00 | 111.2% |
| | **AMBULANCE** | | | | |
| 01-412-000-540 | Uwchlan Ambulance | 27,038.00 | 27,038.00 | - | 100.0% |
| 01-412-000-544 | Minquas Ambulance | - | - | - | #DIV/0! |
| | | 27,038.00 | 27,038.00 | - | 100.0% |
| | **CODES ADMINISTRATION** | | | | |
| 01-413-000-100 | Code Adminstrator Wages | 206,820.26 | 242,130.00 | (35,309.74) | 85.4% |
| 01-413-000-150 | Payroll Tax Expenses | 16,940.95 | 18,523.00 | (1,582.05) | 91.5% |
| 01-413-000-151 | PSATS Unemployment Compensation | 1,605.00 | 1,605.00 | - | 100.0% |
| 01-413-000-156 | Employee Benefit Expense | 46,761.79 | 49,529.00 | (2,767.21) | 94.4% |
| 01-413-000-160 | Pension | 16,779.29 | 16,687.00 | 92.29 | 100.6% |
| 01-413-000-165 | Employer 457 Match | - | 6,000.00 | (6,000.00) | 0.0% |
| 01-413-000-181 | Longevity Pay | 5,100.00 | 5,100.00 | - | 100.0% |
| 01-413-000-183 | Overtime | 3,763.79 | 2,000.00 | 1,763.79 | 188.2% |
| 01-413-000-200 | Supplies | 2,500.68 | 2,000.00 | 500.68 | 125.0% |
| 01-413-000-230 | Gasoline & Oil | 3,539.26 | 3,400.00 | 139.26 | 104.1% |
| 01-413-000-235 | Vehicle Maintenance | 5,181.17 | 1,500.00 | 3,681.17 | 345.4% |
| 01-413-000-316 | Training/Seminar | 1,121.00 | 3,000.00 | (1,879.00) | 37.4% |
| 01-413-000-317 | Parking/Travel | 368.42 | 250.00 | 118.42 | 147.4% |
| 01-413-000-320 | Telephone | 773.42 | 2,000.00 | (1,226.58) | 38.7% |
| 01-413-000-322 | Ipad Expense | 469.70 | 600.00 | (130.30) | 78.3% |
| 01-413-000-352 | Insurance - Liability | 281.52 | 282.00 | (0.48) | 99.8% |
| 01-413-000-353 | Insurance - Vehicle | 398.24 | 398.00 | 0.24 | 100.1% |
| 01-413-000-354 | Insurance - Workers Compensation | 1,935.92 | 720.00 | 1,215.92 | 268.9% |
| 01-413-000-420 | Dues/Subscriptions/Memberships | 337.00 | 3,000.00 | (2,663.00) | 11.2% |
| 01-413-000-450 | Contracted Services | 1,941.54 | 10,000.00 | (8,058.46) | 19.4% |
| 01-413-000-460 | Meetings & Conferences | - | 1,000.00 | (1,000.00) | 0.0% |
| | | 316,618.95 | 369,724.00 | (53,105.05) | 85.6% |
| | **PLANNING & ZONING** | | | | |
| 01-414-001-116 | Compensation | - | - | - | #DIV/0! |
| 01-414-001-200 | Supplies | 609.13 | 500.00 | 109.13 | 121.8% |
| 01-414-001-301 | Court Reporter | 2,384.50 | 1,500.00 | 884.50 | 159.0% |
| 01-414-001-315 | Legal Fees | 13,615.25 | 3,000.00 | 10,615.25 | 453.8% |
| 01-414-001-365 | Comp Plan Update | - | 50,000.00 | (50,000.00) | 0.0% |

**Upper Uwchlan Township**
**General Fund**
**Statement of Revenues and Expenditures**
**For the Period Ended November 30, 2022**

| GL Account # | Account Description | 2022 YTD Actual | 2022 Budget | Over (Under) Budget | Actual as % of Budget |
|---|---|---|---|---|---|
| 01-414-001-366 | Ordinance Update | 9,382.00 | 20,000.00 | (10,618.00) | 46.9% |
| 01-414-001-367 | General Planning | - | 3,000.00 | (3,000.00) | 0.0% |
| 01-414-001-368 | Advertising | - | 500.00 | (500.00) | 0.0% |
| 01-414-001-451 | ACT 209 | - | - | - | #DIV/0! |
| | | 25,990.88 | 78,500.00 | (52,509.12) | 33.1% |
| | **VILLAGE CONCEPT** | | | | |
| 01-414-002-367 | General Planning | 16,030.07 | 1,000.00 | 15,030.07 | 1603.0% |
| | | 16,030.07 | 1,000.00 | 15,030.07 | 1603.0% |
| | **ZONING** | | | | |
| 01-414-003-100 | Compensation | - | 800.00 | (800.00) | 0.0% |
| 01-414-003-301 | Court Reporter | 6,656.50 | 2,000.00 | 4,656.50 | 332.8% |
| 01-414-003-315 | Legal Fees | 64.50 | 6,000.00 | (5,935.50) | 1.1% |
| 01-414-003-450 | Contracted Services | - | 1,000.00 | (1,000.00) | 0.0% |
| | | 6,721.00 | 9,800.00 | (3,079.00) | 68.6% |
| | **EMERGENCY OPERATIONS** | | | | |
| 01-415-000-200 | Supplies | 2,786.86 | 2,000.00 | 786.86 | 139.3% |
| 01-415-000-260 | Small Tools & Equipment | - | 1,000.00 | (1,000.00) | 0.0% |
| 01-415-000-316 | Training/Seminar | 630.36 | 1,200.00 | (569.64) | 52.5% |
| 01-415-000-317 | Parking/Travel | - | 400.00 | (400.00) | 0.0% |
| 01-415-000-320 | Telephone | - | 1,200.00 | (1,200.00) | 0.0% |
| 01-415-000-330 | Other Services/Charges | - | 500.00 | (500.00) | 0.0% |
| 01-415-000-420 | Dues/subscriptions/memberships | - | 50.00 | (50.00) | 0.0% |
| 01-415-000-450 | Contracted Services | - | 500.00 | (500.00) | 0.0% |
| 01-415-000-740 | Computer/Office Equipment | - | 1,000.00 | (1,000.00) | 0.0% |
| | | 3,417.22 | 7,850.00 | (4,432.78) | 43.5% |
| | **ANIMAL CONTROL/OTHER** | | | | |
| 01-422-000-530 | Contributions - SPCA | 3,267.43 | 4,776.00 | (1,508.57) | 68.4% |
| 01-422-000-601 | Contributions - DARC | 24,189.00 | 25,341.00 | (1,152.00) | 95.5% |
| 01-422-000-603 | Downingtown Senior Center | - | 2,000.00 | (2,000.00) | 0.0% |
| 01-422-000-605 | Natural Lands Trust | - | 20,000.00 | (20,000.00) | |
| | | 27,456.43 | 52,117.00 | (24,660.57) | 52.7% |
| | **SIGNS** | | | | |
| 01-433-000-200 | Supplies | 12,192.21 | 5,000.00 | 7,192.21 | 243.8% |
| 01-433-000-450 | Contracted Services | - | 1,000.00 | (1,000.00) | 0.0% |
| | | 12,192.21 | 6,000.00 | 6,192.21 | 203.2% |
| | **SIGNALS** | | | | |
| 01-434-000-450 | Contracted Services | 9,038.62 | 35,200.00 | (26,161.38) | 25.7% |
| | | 9,038.62 | 35,200.00 | (26,161.38) | 25.7% |
| | **PUBLIC WORKS** | | | | |
| 01-438-000-100 | Public Works Wages | 354,790.41 | 451,945.00 | (97,154.59) | 78.5% |
| 01-438-000-101 | Employee Cost Allocated | - | (82,665.00) | 82,665.00 | 0.0% |
| 01-438-000-150 | Payroll Tax Expense | 29,991.56 | 34,574.00 | (4,582.44) | 86.7% |
| 01-438-000-151 | PSATS Unemployment Compensation | 4,280.00 | 3,745.00 | 535.00 | 114.3% |
| 01-438-000-156 | Employee Benefit Expense | 161,162.27 | 187,111.00 | (25,948.73) | 86.1% |
| 01-438-000-160 | Pension | 30,663.18 | 30,829.00 | (165.82) | 99.5% |
| 01-438-000-165 | Employer 457 Match | - | 14,000.00 | (14,000.00) | 0.0% |
| 01-438-000-181 | Longevity | 6,300.00 | 8,850.00 | (2,550.00) | 71.2% |
| 01-438-000-183 | Overtime Wages | 11,744.12 | 26,000.00 | (14,255.88) | 45.2% |
| 01-438-000-200 | Supplies | 37,815.09 | 49,000.00 | (11,184.91) | 77.2% |

**Upper Uwchlan Township**
**General Fund**
**Statement of Revenues and Expenditures**
**For the Period Ended November 30, 2022**

| GL Account # | Account Description | 2022 YTD Actual | 2022 Budget | Over (Under) Budget | Actual as % of Budget |
|---|---|---|---|---|---|
| 01-438-000-205 | Meals & Meal Allowances | - | 600.00 | (600.00) | 0.0% |
| 01-438-000-230 | Gasoline & Oil | 30,812.73 | 42,000.00 | (11,187.27) | 73.4% |
| 01-438-000-235 | Vehicle Maintenance | 28,056.77 | 18,000.00 | 10,056.77 | 155.9% |
| 01-438-000-238 | Uniforms | 2,603.16 | 3,050.00 | (446.84) | 85.3% |
| 01-438-000-245 | Highway Supplies | 24,017.09 | 9,600.00 | 14,417.09 | 250.2% |
| 01-438-000-260 | Small Tools & Equipment | 7,844.68 | 9,750.00 | (1,905.32) | 80.5% |
| 01-438-000-316 | Training/Seminar | 3,909.33 | 5,225.00 | (1,315.67) | 74.8% |
| 01-438-000-317 | Parking & travel | (0.40) | 800.00 | (800.40) | -0.1% |
| 01-438-000-320 | Telephone | 2,233.42 | 3,000.00 | (766.58) | 74.4% |
| 01-438-000-322 | Ipad Expense | 1,499.17 | 1,200.00 | 299.17 | 124.9% |
| 01-438-000-341 | Advertising | - | - | - | #DIV/0! |
| 01-438-000-342 | Accreditation | 102.50 | 5,000.00 | (4,897.50) | 2.1% |
| 01-438-000-352 | Insurance - Liability | 1,485.60 | 1,486.00 | (0.40) | 100.0% |
| 01-438-000-353 | Vehicle Insurance | 1,592.96 | 1,593.00 | (0.04) | 100.0% |
| 01-438-000-354 | Insurance - Workers Compensation | 10,324.96 | 13,680.00 | (3,355.04) | 75.5% |
| 01-438-000-420 | Dues and Subscriptions | 215.00 | 400.00 | (185.00) | 53.8% |
| 01-438-000-450 | Contracted Services | 52,343.40 | 56,500.00 | (4,156.60) | 92.6% |
| 01-438-000-463 | Miscellaneous | - | - | - | #DIV/0! |
| 01-438-000-720 | Road Resurfacing | 274,333.00 | 274,333.00 | - | 100.0% |
| | | 1,078,120.00 | 1,169,606.00 | (91,486.00) | 92.2% |
| | *Public Works - Facilities Division* | | | | |
| 01-438-001-100 | Wages | 197,120.68 | 241,115.00 | (43,994.32) | 81.8% |
| 01-438-001-101 | Employee Costs Allocated | (124,426.44) | (225,983.00) | 101,556.56 | 55.1% |
| 01-438-001-150 | Payroll Tax Expense | 16,151.22 | 18,445.00 | (2,293.78) | 87.6% |
| 01-438-001-151 | PSATS Unemployment Compensation | 4,109.66 | 3,745.00 | 364.66 | 109.7% |
| 01-438-001-156 | Employee Benefit Expense | 40,003.59 | 42,307.00 | (2,303.41) | 94.6% |
| 01-438-001-160 | Pension Expense | 10,811.80 | 10,482.00 | 329.80 | 103.1% |
| 01-438-001-165 | Employer 457 Match | - | 6,000.00 | (6,000.00) | 0.0% |
| 01-438-001-174 | Tuition Reimbursement | - | - | - | #DIV/0! |
| 01-438-001-181 | Longevity | 3,150.00 | 3,300.00 | (150.00) | 95.5% |
| 01-438-001-183 | Overtime Wages | 6,862.60 | 8,000.00 | (1,137.40) | 85.8% |
| 01-438-001-200 | Supplies | 19.89 | - | 19.89 | #DIV/0! |
| 01-438-001-230 | Gasoline & Oil | 24,096.07 | 12,000.00 | 12,096.07 | 200.8% |
| 01-438-001-235 | Vehicle Maintenance | 445.73 | 6,500.00 | (6,054.27) | 6.9% |
| 01-438-001-238 | Uniforms | 125.00 | 1,200.00 | (1,075.00) | 10.4% |
| 01-438-001-316 | Training & Seminars | - | 1,600.00 | (1,600.00) | 0.0% |
| 01-438-001-352 | Insurance - Liability | 1,485.60 | 1,486.00 | (0.40) | 100.0% |
| 01-438-001-353 | Insurance - Vehicles | 1,592.96 | 1,593.00 | (0.04) | 100.0% |
| 01-438-001-354 | Insurance - Workers Compensation | 5,162.48 | 9,360.00 | (4,197.52) | 55.2% |
| 01-438-001-450 | Contracted Services | 129.00 | - | 129.00 | #DIV/0! |
| | | 186,839.84 | 141,150.00 | 45,689.84 | 132.4% |
| | **ROAD CONSTRUCTION** | | | | |
| 01-439-000-752 | East West Link | - | - | - | #DIV/0! |
| | | - | - | - | #DIV/0! |
| | **PARK & RECREATION** | | | | |
| | ***Parks - General*** | - | | | |
| 01-454-000-150 | Scholarships for Youth Groups | - | 6,000.00 | (6,000.00) | 0.0% |
| 01-454-001-101 | Park wages allocation | 124,426.44 | 225,983.00 | (101,556.56) | 55.1% |
| 01-454-001-200 | Supplies | 17,806.65 | 15,000.00 | 2,806.65 | 118.7% |
| 01-454-001-201 | Park & Rec Special Events | 12,055.81 | 6,000.00 | 6,055.81 | 200.9% |
| 01-454-001-202 | Community Day | 37,428.39 | 28,000.00 | 9,428.39 | 133.7% |
| 01-454-001-230 | Gasoline & Oil | - | - | - | #DIV/0! |
| 01-454-001-235 | Vehicle Maintenance | 1,056.28 | 6,000.00 | (4,943.72) | 17.6% |
| 01-454-001-250 | Maintenance & Repairs | 952.10 | 500.00 | 452.10 | 190.4% |

**Upper Uwchlan Township**
**General Fund**
**Statement of Revenues and Expenditures**
**For the Period Ended November 30, 2022**

| GL Account # | Account Description | 2022 YTD Actual | 2022 Budget | Over (Under) Budget | Actual as % of Budget |
|---|---|---|---|---|---|
| 01-454-001-260 | Small Tools & Equipment | - | 3,330.00 | (3,330.00) | 0.0% |
| 01-454-001-316 | Training/Seminars | - | 1,000.00 | (1,000.00) | 0.0% |
| 01-454-001-340 | Public Relations | - | - | - | #DIV/0! |
| 01-454-001-354 | Insurance - Workers Compensation | 3,226.56 | 4,320.00 | (1,093.44) | 74.7% |
| 01-454-001-420 | Dues/Subscriptions/Memberships | - | 300.00 | (300.00) | 0.0% |
| 01-454-001-427 | Waste Disposal | - | - | - | #DIV/0! |
| 01-454-001-450 | Contracted Services | 751.00 | 500.00 | 251.00 | 150.2% |
| | | 197,703.23 | 296,933.00 | (99,229.77) | 66.6% |
| | **HICKORY PARK** | | | | |
| 01-454-002-200 | Supplies-Hickory | 3,450.48 | 3,000.00 | 450.48 | 115.0% |
| 01-454-002-231 | Propane | 1,262.19 | 2,000.00 | (737.81) | 63.1% |
| 01-454-002-250 | Maintenance & Repairs | 6,540.92 | 8,000.00 | (1,459.08) | 81.8% |
| 01-454-002-351 | Insurance-Property | 5,181.84 | 5,182.00 | (0.16) | 100.0% |
| 01-454-002-360 | Utilities | 3,657.13 | 5,000.00 | (1,342.87) | 73.1% |
| 01-454-002-450 | Contracted Services | 55,975.53 | 20,000.00 | 35,975.53 | 279.9% |
| | | 76,068.09 | 43,182.00 | 32,886.09 | 176.2% |
| | **FELLOWSHIP FIELDS** | | | | |
| 01-454-003-200 | Supplies | 474.60 | 3,000.00 | (2,525.40) | 15.8% |
| 01-454-003-250 | Maintenance & Repairs | 5,716.86 | 18,000.00 | (12,283.14) | 31.8% |
| 01-454-003-312 | Engineering Fees | - | - | - | #DIV/0! |
| 01-454-003-320 | Telephone | 1,414.89 | 2,500.00 | (1,085.11) | 56.6% |
| 01-454-003-351 | Insurance Property | 5,181.84 | 5,182.00 | (0.16) | 100.0% |
| 01-454-003-360 | Utilities | 9,812.70 | 12,000.00 | (2,187.30) | 81.8% |
| 01-454-003-450 | Contracted Services | 7,766.00 | 16,000.00 | (8,234.00) | 48.5% |
| | | 30,366.89 | 56,682.00 | (26,315.11) | 53.6% |
| | **LARKINS FIELD** | | | | |
| 01-454-004-200 | Supplies-Larkins | - | 1,000.00 | (1,000.00) | 0.0% |
| 01-454-004-250 | Maintenance & Repair | 17,242.00 | 1,000.00 | 16,242.00 | 1724.2% |
| 01-454-004-312 | Engineering Fee-Larkins | - | - | - | #DIV/0! |
| 01-454-004-450 | Contracted Services | 546.00 | 3,000.00 | (2,454.00) | 18.2% |
| | | 17,788.00 | 5,000.00 | 12,788.00 | 355.8% |
| | **UPLAND FARMS** | | | | |
| 01-454-005-200 | Supplies | 14,326.43 | 5,000.00 | 9,326.43 | 286.5% |
| 01-454-005-231 | Propane & Heating Oil | 5,822.57 | 6,000.00 | (177.43) | 97.0% |
| 01-454-005-250 | Repairs & Maintenance | 14,637.73 | 50,000.00 | (35,362.27) | 29.3% |
| 01-454-005-351 | Insurance - Building | 5,181.84 | 5,182.00 | (0.16) | 100.0% |
| 01-454-005-360 | Utilities | 15,102.40 | 14,000.00 | 1,102.40 | 107.9% |
| 01-454-005-450 | Contracted Services | 15,872.29 | 10,000.00 | 5,872.29 | 158.7% |
| 01-454-005-513 | Engineering Fees | - | - | - | #DIV/0! |
| | | 70,943.26 | 90,182.00 | (19,238.74) | 78.7% |
| | **Total Parks and Recreation** | **392,869.47** | **491,979.00** | **(99,109.53)** | **79.9%** |

**Upper Uwchlan Township**
**General Fund**
**Statement of Revenues and Expenditures**
**For the Period Ended November 30, 2022**

| GL Account # | Account Description | 2022 YTD Actual | 2022 Budget | Over (Under) Budget | Actual as % of Budget |
|---|---|---|---|---|---|
| | **LIBRARY and EAC** | | | | |
| 01-455-000-450 | EAC Contracted Services | 1,929.71 | 10,000.00 | (8,070.29) | 19.3% |
| 01-456-000-530 | Library Contributions | - | 5,000.00 | (5,000.00) | 0.0% |
| | | 1,929.71 | 15,000.00 | (13,070.29) | 12.9% |
| | **HISTORICAL COMMISSIONS** | | | | |
| 01-459-000-200 | Supplies | 1,356.89 | 2,500.00 | (1,143.11) | 54.3% |
| 01-459-000-320 | Telephone | - | 1,000.00 | (1,000.00) | 0.0% |
| 01-459-000-450 | Contracted Services | 3,886.00 | 1,500.00 | 2,386.00 | 259.1% |
| | | 5,242.89 | 5,000.00 | 242.89 | 104.9% |
| | **Total Expenditures Before Operating Transfers** | **6,549,997.28** | **7,926,876.00** | **(1,376,878.72)** | **82.6%** |
| | **Excess of Revenues over Expenses Before Operating Transfers** | **1,728,906.70** | **93,673.00** | **1,635,233.70** | **1845.7%** |
| | **OPERATING TRANSFERS** | | | | |
| | Transfer from Turf Field Cash account | - | - | - | #DIV/0! |
| 01-492-000-030 | Transfer to Capital Projects Fund | 1,500,000.00 | 1,500,000.00 | - | 100.0% |
| 01-492-000-031 | Transfer to Solid Waste Fund | - | - | - | #DIV/0! |
| 01-492-000-033 | Transfer to Developer's Escrow Fund | - | - | - | #DIV/0! |
| 01-492-000-034 | Transfer to Act 209 Fund | - | - | - | #DIV/0! |
| 01-492-000-035 | Transfer to Municipal Authority | - | - | - | #DIV/0! |
| 01-492-000-036 | Transfer to Water Resource Protection Fund | 245,000.00 | 245,000.00 | - | 100.0% |
| | | 1,745,000.00 | 1,745,000.00 | - | 100.0% |
| | **Total Expenditures after Operating Transfers** | **8,294,997.28** | **9,671,876.00** | **(1,376,878.72)** | **85.8%** |
| | **EXCESS OF REVENUES OVER EXPENSES** | **$ (16,093.30)** | **$ (1,651,327.00)** | **$ 1,635,233.70** | **1.0%** |

**Upper Uwchlan Township**
**Liquid Fuels Fund**
**Balance Sheet**
**As of November 30, 2022**

**ASSETS**

| | | | |
|---|---|---|---|
| Cash | | | |
| 04-100-000-000 | Cash - Fulton Bank | $ | 1,179,379.87 |
| | Total Cash | | 1,179,379.87 |
| | | | |
| Other Current Assets | | | |
| 04-130-000-001 | Due from General Fund | | - |
| 04-130-000-002 | Due from Capital Fund | | 692.76 |
| | Other Assets | | - |
| | Total Other Current Assets | | 692.76 |
| | | | |
| | **Total Assets** | **$** | **1,180,072.63** |

**LIABILITIES AND FUND BALANCE**

| | | | |
|---|---|---|---|
| Accounts Payable | | | |
| 04-200-000-000 | Accounts Payable | | - |
| 04-258-000-000 | Accrued Expenses | | 5,826.02 |
| | Total Accounts Payable | | 5,826.02 |
| | | | |
| Other Current Liabilities | | | |
| | Other Liabilities | | |
| 04-230-000-010 | Due To General Fund | | - |
| 04-252-000-000 | Deferred Revenues | | 692.76 |
| | Total Other Current Liabilities | | 692.76 |
| | | | |
| | **Total Liabilities** | | **6,518.78** |
| | | | |
| Equity | | | |
| 04-272-000-001 | Opening Balance Equity | | 192,790.66 |
| 04-272-000-002 | Retained Earnings | | 657,582.27 |
| 04-272-000-003 | Transfer from Other Funds | | - |
| | Unrestricted Net Assets | | - |
| | Current Period Net Income (Loss) | | 323,180.92 |
| | Total Equity | | 1,173,553.85 |
| | | | |
| | **Total Fund Balance** | **$** | **1,173,553.85** |
| | | | |
| | **Total Liabilities & Fund Balance** | **$** | **1,180,072.63** |

**Upper Uwchlan Township**
**Liquid Fuels Fund**
**Statement of Revenues and Expenditures**
**For the Period Ending November 30, 2022**

| GL Account # | Account Description | 2022 YTD Actual | 2022 Budget | Over (Under) Budget | Actual as % of Budget |
|---|---|---|---|---|---|
| | **REVENUES** | | | | |
| 04-341-000-000 | Interest Earnings | $ 1,262.01 | $ 7,000.00 | (5,737.99) | 18% |
| 04-355-000-002 | Motor Fuel Vehicle Taxes | 387,093.43 | 362,257.00 | 24,836.43 | 107% |
| 04-389-000-001 | Winter Snow Agreement | 679.18 | 600.00 | 79.18 | 113% |
| 04-389-000-002 | Turnback Maintenance | 14,520.00 | 14,520.00 | - | 100% |
| | **Total Revenues** | **$ 403,554.62** | **$ 384,377.00** | **$ 19,177.62** | **338%** |
| | **EXPENDITURES** | | | | |
| | **Equipment** | | | | |
| 04-400-000-074 | Equipment Purchases | 11,260.00 | - | 11,260.00 | #DIV/0! |
| | Total Equipment | 11,260.00 | - | 11,260.00 | #DIV/0! |
| | **Snow** | | | | |
| 04-432-000-239 | Snow & Ice Supplies | 46,803.54 | 75,000.00 | (28,196.46) | 62% |
| 04-432-000-250 | Vehicle Maintenance & Repair | - | 4,000.00 | (4,000.00) | 0% |
| 04-432-000-450 | Snow & Ice Contracted Services | 10,743.75 | 24,000.00 | (13,256.25) | 45% |
| | Total Snow | 57,547.29 | 103,000.00 | (45,452.71) | 107% |
| | **Road Projects** | | | | |
| 04-438-000-239 | Road Project Supplies | (85.63) | 31,800.00 | (31,885.63) | 0% |
| 04-438-000-450 | Road Project Contracted Services | | - | - | #DIV/0! |
| | Total Road Projects | (85.63) | 31,800.00 | (31,885.63) | #DIV/0! |
| | **Highway Construction** | | | | |
| 04-439-001-250 | Resurfacing | 11,652.04 | 275,000.00 | (263,347.96) | 4% |
| 04-439-002-250 | Base Repairs - Pa. Drive | - | 6,000.00 | (6,000.00) | 0% |
| | Total Highway Construction | 11,652.04 | 281,000.00 | (269,347.96) | 0.04 |
| | **Total Expenditures** | **$ 80,373.70** | **$ 415,800.00** | **$ (335,426.30)** | **19%** |
| | **Excess of Revenues over Expenditures** | **$ 323,180.92** | **$ (31,423.00)** | **$ 354,603.92** | **-1028%** |

**Upper Uwchlan Township**
**Solid Waste Fund**
**Balance Sheet**
**As of November 30, 2022**

| | | | |
|---|---|---|---|
| **ASSETS** | | | |
| Cash | | | |
| 05-100-000-010 | Meridian Bank | $ | 28,202.12 |
| 05-100-000-030 | Cash - Fulton Bank | | 838,296.34 |
| | Total Cash | | 866,498.46 |
| | | | |
| Accounts Receivable | | | |
| 05-130-000-045 | WIPP Receivable from MA | | 68,753.78 |
| 05-145-000-010 | Solid Waste Receivable | | 142,444.46 |
| 05-145-000-095 | Misc. Receivable | | - |
| | | | 211,198.24 |
| | | | |
| Other Current Assets | | | |
| | | | |
| 05-130-000-010 | Due from General Fund | | 62.50 |
| 05-130-000-020 | Due from Capital Fund | | - |
| 05-130-000-050 | Due from Municipal Authority | | 824.07 |
| 05-155-000-010 | Prepaid Attorney Fees | | - |
| | Other Assets | | - |
| | Total Other Current Assets | | 886.57 |
| | | | |
| | **Total Assets** | **$** | **1,078,583.27** |
| | | | |
| **LIABILITIES AND FUND BALANCE** | | | |
| Accounts Payable | | | |
| 05-200-000-020 | Accounts Payable | | - |
| 05-258-000-000 | Accrued Expenses | | 53,900.00 |
| | Total Accounts Payable | | 53,900.00 |
| | | | |
| Other Current Liabilities | | | |
| 05-239-000-010 | Due To General Fund | | 100,000.00 |
| 05-239-000-020 | Due To Capital Fund | | - |
| 05-239-000-030 | Due to Liquid Fuels Fund | | - |
| 05-239-000-040 | Due to Act 209 Fund | | - |
| 05-239-000-050 | Due to Municipal Authority | | - |
| 05-252-000-010 | Deferred Revenues | | 126,775.03 |
| | Total Other Current Liabilities | | 226,775.03 |
| | | | |
| | **Total Liabilities** | | **280,675.03** |
| | | | |
| Equity | | | |
| 05-272-000-001 | Opening Balance Equity | | 984,603.98 |
| 05-272-000-004 | Unrestricted Net Assets | | (361,101.22) |
| | Current Period Net Income (Loss) | | 174,405.48 |
| | Total Equity | | 797,908.24 |
| | | | |
| | **Total Fund Balance** | **$** | **797,908.24** |
| | | | |
| | **Total Liabilities & Fund Balance** | **$** | **1,078,583.27** |

**Upper Uwchlan Township**
**Solid Waste Fund**
**Statement of Revenues and Expenditures**
**For the Period Ending November 30, 2022**

| GL Account # | Account Description | 2022 YTD Actual | 2022 Budget | Over (Under) Budget | Actual as % of Budget |
|---|---|---|---|---|---|
| | **REVENUES** | | | | |
| 05-341-000-000 | Interest Earnings | $ 2,153.30 | $ 2,000.00 | 153.30 | 108% |
| 05-364-000-010 | Solid Waste Income | 1,142,656.07 | 1,121,066.00 | 21,590.07 | 102% |
| 05-364-000-015 | Resident Refunds | - | - | - | #DIV/0! |
| 05-364-000-020 | Recycling Income | 4,586.90 | - | 4,586.90 | #DIV/0! |
| 05-364-000-025 | Hazardous Waste Event | 1,434.39 | 2,000.00 | (565.61) | 72% |
| 05-364-000-030 | Leaf Bags Sold | 155.00 | 500.00 | (345.00) | 31% |
| 05-364-000-035 | Scrap Metal Sold | 229.40 | 500.00 | (270.60) | 46% |
| | Equipment Purchase Grant (Pa.) | | | - | #DIV/0! |
| 05-364-000-040 | Performance Grant | | 25,000.00 | (25,000.00) | 0% |
| 05-380-000-000 | Misc Income | - | - | - | #DIV/0! |
| | **Total Revenues** | **$ 1,151,215.06** | **$ 1,151,066.00** | **$ 149.06** | **#DIV/0!** |
| | **EXPENDITURES** | | | | |
| | **Operations** | | | | |
| 05-427-000-101 | Employee Cost Allocation | - | 21,835.00 | (21,835.00) | 0% |
| 05-427-000-150 | Bank Fees | 70.00 | 200.00 | (130.00) | 35% |
| 05-427-000-200 | Supplies | 2,161.00 | 2,000.00 | 161.00 | 108% |
| 05-427-000-210 | Utility Billing Expenses | 4,497.02 | 2,800.00 | 1,697.02 | 161% |
| 05-427-000-220 | Postage | 2,039.86 | 2,300.00 | (260.14) | 89% |
| 05-427-000-230 | Toters | 17,225.00 | 18,844.00 | (1,619.00) | 91% |
| 05-427-000-314 | Legal Fees | 5,483.61 | 9,000.00 | (3,516.39) | 61% |
| 05-427-000-316 | Training & Seminars | - | 500.00 | (500.00) | 0% |
| 05-427-000-420 | Dues/Subscriptions/Memberships | - | 125.00 | (125.00) | 0% |
| 05-427-000-450 | Contracted Services - Solid Waste | 425,886.80 | 444,336.00 | (18,449.20) | 96% |
| 05-427-000-460 | Contracted Services - Recycling | 180,025.46 | 183,438.00 | (3,412.54) | 98% |
| 05-427-000-700 | Tipping Fees | 222,654.22 | 275,000.00 | (52,345.78) | 81% |
| 05-427-000-725 | Tipping Fees - Recycling | 9,484.67 | 39,000.00 | (29,515.33) | 24% |
| 05-427-000-800 | Recycling Disposal | 7,281.94 | 9,000.00 | (1,718.06) | 81% |
| 05-427-000-805 | Electronic Waste Event | - | 6,000.00 | (6,000.00) | 0% |
| | Total Operations | 876,809.58 | 1,014,378.00 | (137,568.42) | 86% |
| | **Operating Transfers** | | | | |
| 05-492-000-030 | Transfer to Capital Fund | 100,000.00 | 100,000.00 | - | 100% |
| | Transfer to General Fund | - | - | - | #DIV/0! |
| | Total Operating Transfers | 100,000.00 | 100,000.00 | - | #DIV/0! |
| | **Total Expenditures** | **$ 976,809.58** | **$ 1,114,378.00** | **$ (137,568.42)** | **88%** |
| | **Excess of Revenues over Expenditures** | **$ 174,405.48** | **$ 36,688.00** | **$ 137,717.48** | **475%** |

**Upper Uwchlan Township**
**Water Resource Protection Fund**
**Balance Sheet**
**As of November 30, 2022**

| | | | |
|---|---|---|---|
| **ASSETS** | | | |
| Cash | | | |
| 08-100-000-100 | Cash - Fulton Bank | | 424,027.95 |
| | Total Cash | | 424,027.95 |
| | | | |
| Other Current Assets | | | |
| 08-130-000-010 | Due from General Fund | | - |
| 08-130-000-020 | Due from Municipal Authority | | - |
| 08-145-000-095 | Misc. Receivable | | - |
| | Total Other Current Assets | | - |
| | | | |
| | **Total Assets** | **$** | **424,027.95** |
| | | | |
| **LIABILITIES AND FUND BALANCE** | | | |
| Accounts Payable | | | |
| 08-200-000-000 | Accounts Payable | | - |
| 08-258-000-000 | Accrued Expenses | | - |
| | Total Accounts Payable | | - |
| | | | |
| Other Current Liabilities | | | |
| 08-230-000-010 | Due To General Fund | | 247.50 |
| 08-230-000-020 | Due to Municipal Authority | | - |
| 08-230-000-030 | Due to Capital Fund | | - |
| | Deferred Revenues | | - |
| | Total Other Current Liabilities | | 247.50 |
| | | | |
| | **Total Liabilities** | | **247.50** |
| | | | |
| Equity | | | |
| 08-272-000-100 | Unrestricted Net Assets | | 227,962.74 |
| 08-272-000-200 | Restricted Net Assets | | - |
| | Current Period Net Income (Loss) | | 195,817.71 |
| | Total Equity | | 423,780.45 |
| | | | |
| | **Total Fund Balance** | **$** | **423,780.45** |
| | | | |
| | **Total Liabilities & Fund Balance** | **$** | **424,027.95** |

**Upper Uwchlan Township**
**Water Resource Protection Fund**
**Statement of Revenues and Expenditures**
**For the Period Ending November 30, 2022**

| GL Account # | Account Description | 2022 YTD Actual | 2022 Budget | Over (Under) Budget | Actual as % of Budget |
|---|---|---|---|---|---|
| | **REVENUES** | | | | |
| 08-341-000-010 | Interest Earnings | $ 400.72 | $ 600.00 | (199.28) | 67% |
| 08-351-000-010 | Federal Grants | - | - | - | #DIV/0! |
| 08-354-000-010 | County Grants | - | - | - | #DIV/0! |
| 08-354-000-020 | State Grants | 9,701.44 | 235,482.00 | (225,780.56) | 4% |
| 08-361-000-100 | Water Resource Protection Fees | - | - | - | #DIV/0! |
| 08-392-000-010 | Transfer from the General Fund | 245,000.00 | 245,000.00 | - | 100% |
| 08-392-000-020 | Transfer from Municipal Authority | - | - | - | #DIV/0! |
| 08-395-000-000 | Refund of Prior Year Expenditures | - | | | |
| | Miscellaneous Revenue | | | - | #DIV/0! |
| | | | | - | #DIV/0! |
| | **Total Revenues** | **$ 255,102.16** | **$ 481,082.00** | **$ (225,979.84)** | 53% |
| | **EXPENDITURES** | | | | |
| | **Operations** | | | | |
| 08-404-000-310 | Wage Allocation | - | 60,748.00 | (60,748.00) | 0% |
| 08-404-000-311 | Legal Fees | 1,578.50 | - | 1,578.50 | #DIV/0! |
| 08-406-000-010 | Grant Application Fees | - | - | - | #DIV/0! |
| 08-406-000-340 | Public Relations | - | - | | |
| 08-408-000-010 | Engineering | 5,882.63 | - | 5,882.63 | #DIV/0! |
| 08-408-000-020 | Feasibility Studies | 1,744.58 | 140,022.00 | (138,277.42) | 1% |
| 08-420-000-035 | Permits | 18,769.50 | - | 18,769.50 | #DIV/0! |
| 08-420-000-260 | Small Tools & Equipment | 1,375.00 | 600.00 | 775.00 | 229% |
| 08-446-000-101 | Allocated Wages | - | | - | #DIV/0! |
| 08-446-000-200 | Supplies | 18,791.83 | 27,112.00 | (8,320.17) | 69% |
| 08-446-000-230 | Gasoline & Oil | - | 2,400.00 | (2,400.00) | 0% |
| 08-446-000-235 | Vehicle maintenance | 108.87 | 4,250.00 | (4,141.13) | 3% |
| 08-446-000-250 | Maintenance & Repair | 219.19 | 11,700.00 | (11,480.81) | 2% |
| 08-446-000-260 | Small Tools & Equipment | 186.86 | - | 186.86 | #DIV/0! |
| 08-446-000-316 | Training & Seminars | - | 2,000.00 | (2,000.00) | 0% |
| 08-446-000-450 | Contracted Services | 10,627.49 | 30,000.00 | (19,372.51) | 35% |
| 08-446-000-600 | Construction | - | - | - | #DIV/0! |
| 08-446-004-600 | Construction - Upland Farms | - | - | - | #DIV/0! |
| 08-446-005-600 | Construction - Marsh Creek | - | 235,482.00 | (235,482.00) | 0% |
| 08-446-001-250 | Maintenance & Repair - MA | - | - | - | #DIV/0! |
| 08-446-001-600 | Construction - MA | - | - | - | #DIV/0! |
| | Total Operations | 59,284.45 | 514,314.00 | (455,029.55) | 12% |
| | **Operating Transfers** | | | | |
| | Transfer to General Fund | - | - | - | #DIV/0! |
| | Total Operating Transfers | - | - | - | #DIV/0! |
| | **Total Expenditures** | **$ 59,284.45** | **$ 514,314.00** | **$ (455,029.55)** | **12%** |
| | **Excess of Revenues over Expenditures** | **$ 195,817.71** | **$ (33,232.00)** | **$ 229,049.71** | **-589%** |

**Upper Uwchlan Township**
**Act 209 Fund**
**Balance Sheet**
**As of November 30, 2022**

**ASSETS**

| | | | |
|---|---|---|---|
| Cash | | | |
| 09-100-000-010 | Cash - Fulton Bank | $ | 1,047,001.19 |
| | Total Cash | | 1,047,001.19 |
| | | | |
| Other Current Assets | | | |
| 09-130-000-000 | Due from General Fund | | - |
| 09-130-000-001 | Due from Capital Fund | | - |
| 09-191-000-000 | Other Assets | | - |
| | Reserve - Accounts Receivable | | - |
| | Total Other Current Assets | | - |
| | | | |
| | **Total Assets** | **$** | **1,047,001.19** |

**LIABILITIES AND FUND BALANCE**

| | | | |
|---|---|---|---|
| Accounts Payable | | | |
| 09-200-000-000 | Accounts Payable | | - |
| 09-258-000-000 | Accrued Expenses | | - |
| | Total Accounts Payable | | - |
| | | | |
| Other Current Liabilities | | | |
| 09-297-000-000 | Other Liabilities | | - |
| 09-297-000-001 | Due To General Fund | | - |
| 09-297-000-002 | Due To Capital Fund | | - |
| | Total Other Current Liabilities | | - |
| | | | |
| | **Total Liabilities** | **$** | **-** |
| | | | |
| Equity | | | |
| 09-272-000-001 | Opening Balance Equity | | 299,600.19 |
| 09-272-000-002 | Permanently Restricted Net Assets | | - |
| 09-272-000-003 | Retained Earnings | | 495,060.15 |
| 09-272-000-004 | Temorarily Restricted Net Assets | | - |
| 09-272-000-005 | Unrestricted Net Assets | | 250,730.12 |
| | Current Period Net Income (Loss) | | 1,610.73 |
| | Total Equity | | 1,047,001.19 |
| | | | |
| | **Total Fund Balance** | **$** | **1,047,001.19** |
| | | | |
| | **Total Liabilities & Fund Balance** | **$** | **1,047,001.19** |

**Upper Uwchlan Township**
**Act 209 Fund**
**Statement of Revenues and Expenditures**
**For the Period Ended November 30, 2022**

| GL Account # | Account Description | 2022 YTD Actual | 2022 Budget | Over (Under) Budget | Actual as % of Budget |
|---|---|---|---|---|---|
| 09-341-000-000 | Interest Income | $ 1,610.73 | $ 1,000.00 | $ 610.73 | 161.1% |
| 09-354-000-030 | Grant Revenue - Federal | - | - | - | #DIV/0! |
| 09-354-000-140 | Grant Revenue - State (ARLE) | - | - | - | #DIV/0! |
| 09-379-000-010 | Transportation Impact Fees | - | - | - | #DIV/0! |
| 09-379-000-020 | Transportation Impact Fees - Reserve | - | - | - | #DIV/0! |
| 09-380-000-000 | Misc Revenue | - | - | - | #DIV/0! |
| 09-395-000-100 | Transfer from General Fund | - | - | - | #DIV/0! |
| 09-395-000-200 | Transfer from Capital Fund | - | - | - | #DIV/0! |
| | **Total Revenue** | **1,610.73** | **1,000.00** | **610.73** | **#DIV/0!** |
| 09-489-000-000 | Arle Grant - Act 209 | - | - | - | |
| 09-489-000-010 | Engineering Fees | - | - | - | #DIV/0! |
| 09-489-000-020 | Construction | - | - | - | #DIV/0! |
| 09-489-000-045 | Contracted Services | - | - | - | #DIV/0! |
| 09-489-000-600 | Capital Construction | - | - | - | #DIV/0! |
| | **Total Expenditures** | - | - | - | **#DIV/0!** |
| | **Excess of Revenues over Expenditures** | **$ 1,610.73** | **$ 1,000.00** | **$ 610.73** | **#DIV/0!** |

**Upper Uwchlan Township**
**Sewer Fund**
**Balance Sheet**
**As of November 30, 2022**

| | | | |
|---|---|---|---|
| **ASSETS** | | | |
| Cash | | | |
| 15-100-000-100 | Cash - Fulton Bank | $ | 106,164.83 |
| 15-100-000-200 | Cash - Construction Fund (PSDLAF) | | 83.59 |
| | Total Cash | | 106,248.42 |
| Other Current Assets | | | |
| 15-130-000-001 | Due from General Fund | | - |
| 15-130-000-002 | Due from Municipal Authority | | - |
| 15-136-000-100 | Interest Receivable | | - |
| | Other Assets | | - |
| | Total Other Current Assets | | - |
| Long-Term Assets | | | |
| 15-130-000-005 | Due from Municipal Authority - 2019 Bonds | | 5,205,556.07 |
| 15-161-000-100 | Sewer Easements | | - |
| 15-163-000-100 | Capital Assets - Plant | | 26,377,547.00 |
| 15-163-000-110 | Construction in Progress | | 74,706.00 |
| 15-163-000-200 | Capital Assets - Expansion | | 116,592.00 |
| 15-163-000-500 | Accumulated Depreciation | | (4,948,644.00) |
| 15-157-000-100 | Discount on Bonds - Series of 2019 | | 16,587.35 |
| 15-157-000-110 | OID Amortization - Series of 2019 | | (2,054.28) |
| | | | 26,840,290.14 |
| | **Total Assets** | **$** | **26,946,538.56** |
| **LIABILITIES AND FUND BALANCE** | | | |
| Current Liabilities | | | |
| 15-200-000-000 | Accounts Payable | | - |
| 15-230-000-001 | Due To General Fund | | - |
| 15-230-000-002 | Due to Municipal Authority | | - |
| 15-258-000-000 | Accrued Expenses | | - |
| 15-258-000-045 | Retainage Payable | | - |
| 15-258-000-100 | Interest Payable on Bonds - 2014 | | - |
| 15-258-000-105 | Interest Payable on Bonds - 2019 | | - |
| 15-258-000-110 | Interest Payable on Bonds - Series A of 2019 | | - |
| | Total Accounts Payable | | - |
| Long Term Liabilities | | | |
| 15-261-000-100 | General Obligation Bonds- Series of 2014 | | - |
| 15-261-000-105 | General Obligation Bonds- Series of 2019 | | 5,185,000.00 |
| 15-261-000-110 | General Obligation Bonds- Series A of 2019 | | 4,450,000.00 |
| 15-261-000-200 | Premium on Bonds - Series of 2014 | | 86,933.00 |
| 15-261-000-210 | Premium on Bonds - Series A of 2019 | | 132,902.90 |
| 15-261-000-250 | Accrued Amortization on Bond Premium - 2014 | | - |
| 15-261-000-260 | Accrued Amortiz on Bond Premium - Series of 2019 | | (21,596.72) |
| | | | 9,833,239.18 |
| | **Total Liabilities** | | **9,833,239.18** |
| Equity | | | |
| 15-272-000-100 | Unrestricted Net Assets | | 16,838,316.70 |
| | Current Period Net Income (Loss) | | 274,982.68 |
| | Total Equity | | 17,113,299.38 |
| | **Total Fund Balance** | **$** | **17,113,299.38** |
| | **Total Liabilities & Fund Balance** | **$** | **26,946,538.56** |

**Upper Uwchlan Township**
**Sewer Fund**
**Statement of Revenues and Expenditures**
**For the Period Ending November 30, 2022**

| GL Account # | Account Description | 2022 YTD Actual | 2022 Budget | Over (Under) Budget | Actual as % of Budget |
|---|---|---|---|---|---|
| | **REVENUES** | | | | |
| 15-341-000-000 | Interest Earnings | $ 241.97 | $ 1,000.00 | (758.03) | 24% |
| 15-342-000-100 | Operations Mgmt Agreement Fees - 2014 bonds | - | - | - | #DIV/0! |
| 15-342-000-200 | Operations Mgmt Agreement Fees - 2019 bonds | 235,984.12 | 236,744.00 | (759.88) | 100% |
| 15-342-000-300 | Operations Mgmt Agreement Fees - Series A of 2019 (MA) | 336,996.90 | 336,200.00 | 796.90 | 100% |
| | **Total Revenues** | **$ 573,222.99** | **$ 573,944.00** | **$ (721.01)** | **#DIV/0!** |
| | **EXPENDITURES** | | | | |
| | **General** | | | | |
| 15-400-000-461 | Bank Fees | 500.00 | 800.00 | (300.00) | 63% |
| 15-400-000-463 | Misc Expenses | - | 1,000.00 | (1,000.00) | 0% |
| 15-404-000-100 | Legal Fees | - | - | - | #DIV/0! |
| | | 500.00 | 1,800.00 | (1,300.00) | 0.63 |
| | **Bond expenses** | | | | |
| 15-472-000-100 | Bond Interest Expense - Series of 2014 | - | - | - | #DIV/0! |
| 15-472-000-105 | Bond Interest Expense - Series of 2019 | 188,817.97 | 206,744.00 | (17,926.03) | 91% |
| 15-472-000-110 | Bond Interest Expense - Series A of 2019 | 111,830.23 | 126,200.00 | (14,369.77) | 89% |
| 15-472-000-200 | Bond Issuance Costs | - | - | - | #DIV/0! |
| 15-472-000-300 | Bond Amortization Expense - 2014 Bonds | - | - | - | #DIV/0! |
| 15-472-000-305 | Bond Amortization Expense - 2019 Bonds | 414.68 | 829.00 | (414.32) | 50% |
| 15-472-000-310 | Bond Amortization Expense - 2019A Bonds | (3,322.57) | (6,645.00) | 3,322.43 | 50% |
| | Total Debt Expenses | 297,740.31 | 327,128.00 | (32,295.80) | #DIV/0! |
| | **Other** | | | | |
| 15-493-000-083 | Depreciation | - | - | - | #DIV/0! |
| | | - | - | - | #DIV/0! |
| | **Total Expenditures before Transfers** | **$ 298,240.31** | **$ 328,928.00** | **$ (33,595.80)** | **91%** |
| | **Transfers** | | | | |
| 15-492-000-010 | Transfer to Municipal Authority | - | - | - | #DIV/0! |
| | Total Transfers | - | - | - | #DIV/0! |
| | **Total Expenditures and Transfers** | 298,240.31 | 328,928.00 | (33,595.80) | #DIV/0! |
| | **Excess of Revenues over Expenditures** | **$ 274,982.68** | **$ 245,016.00** | **$ 32,874.79** | **112%** |

**Upper Uwchlan Township**
**Capital Projects Fund**
**Balance Sheet**
**As of November 30, 2022**

**ASSETS**

| | | | |
|---|---|---|---|
| Cash | | | |
| 30-100-000-010 | Cash - Fulton Bank | $ | 1,071,761.97 |
| 30-100-000-020 | PSDLAF | | 5,109.71 |
| 30-110-000-100 | Fulton Bank - 2019 Bond Proceeds | | |
| 30-110-000-200 | Fulton Bank - 2019 Bond Proceeds - ICS | | 0.55 |
| | Total Cash | | 1,076,872.23 |
| Accounts Receivable | | | |
| 30-130-000-001 | Due from General Fund | | - |
| 30-130-000-002 | Due From Municipal Authority | | 7,900.00 |
| 30-130-000-003 | Due from Escrow Fund | | - |
| 30-130-000-004 | Due from Solid Waste Fund | | - |
| 30-130-000-005 | Due From Liquid Fuels Fund | | - |
| 30-130-000-006 | Due from Act 209 Fund | | - |
| 30-130-000-007 | Due from Water Resource Protection Fund | | - |
| | Total Accounts Receivable | | 7,900.00 |
| Other Current Asset | | | |
| 30-155-000-000 | Prepaid Expenses | | 17,500.00 |
| 30-191-000-000 | Other Assets | | - |
| | Total Other Current Asset | | 17,500.00 |
| | **Total Assets** | **$** | **1,102,272.23** |

**LIABILITIES AND FUND BALANCE**

| | | | |
|---|---|---|---|
| Accounts Payable | | | |
| 30-200-000-000 | Accounts Payable | | - |
| 30-258-000-000 | Accrued Expenses | | - |
| 30-258-000-100 | Interest Payable - 2019 Bonds | | - |
| 30-261-000-100 | General Obligation Bonds - Series of 2019 | | 4,955,000.00 |
| 30-261-000-150 | Premium on GO Bonds - Series of 2019 | | 247,103.30 |
| 30-261-000-160 | Accrued Amortization - Series of 2019 | | (37,065.49) |
| | Total Accounts Payable | | 5,165,037.81 |
| Long Term Liabilities | | | |
| 30-297-000-000 | Other Liabilities | | - |
| | Total Long Term Liabilities | | - |
| Other Current Liabilities | | | |
| 30-230-000-000 | Due to General Fund | | 5,990.00 |
| 30-230-000-001 | Due To Liquid Fuels | | 692.76 |
| 30-230-000-002 | Due to Act 209 | | - |
| 30-230-000-003 | Due to Solid Waste Fund | | - |
| 30-230-000-004 | Due to Municipal Authority | | - |
| 30-230-000-005 | Due To Escrow Fund | | - |
| | Total Other Current Liabilities | | 6,682.76 |
| | **Total Liabilities** | **$** | **5,171,720.57** |
| Equity | | | |
| 30-272-000-001 | Opening Balance Equity | | 948,398.39 |
| 30-272-000-004 | Unrestricted Net Assets | | (5,831,562.39) |
| | Current Period Net Income (Loss) | | 813,715.66 |
| | Total Equity | | (4,069,448.34) |
| | **Total Fund Balance** | **$** | **(4,069,448.34)** |
| | **Total Liabilities & Fund Balance** | **$** | **1,102,272.23** |

**Upper Uwchlan Township**
**Capital Projects Fund**
**Statement of Revenues and Expenditures**
**For the Period Ending November 30, 2022**

| GL Account # | Account Description | 2022 YTD Actual | 2022 Budget | Over (Under) Budget | Actual as % of Budget |
|---|---|---|---|---|---|
| | **REVENUES** | | | | |
| 30-341-000-000 | Interest Earnings | $ 1,226.98 | $ 10,000.00 | (8,773.02) | 12% |
| 30-354-000-010 | Grant Revenue - County | - | - | - | #DIV/0! |
| 30-354-000-020 | Grant Revenue - State | - | 100,000.00 | (100,000.00) | 0% |
| 30-354-000-030 | Grant Revenue - Federal | - | - | - | #DIV/0! |
| 30-354-000-040 | Grant Revenue - Other | - | 5,800.00 | (5,800.00) | 0% |
| 30-391-000-100 | Sale of Fixed Assets | 51,100.00 | 5,000.00 | 46,100.00 | 1022% |
| 30-392-000-001 | Transfer from General Fund | 1,500,000.00 | 1,500,000.00 | - | 100% |
| 30-392-000-005 | Transfer from Solid Waste Fund | 100,000.00 | 100,000.00 | - | 100% |
| 30-392-000-020 | Transfer from Act 209 Fund | - | - | - | #DIV/0! |
| 30-392-000-030 | Transfer from the Municipal Authority | - | - | - | #DIV/0! |
| 30-393-000-020 | Proceeds from Long Term Debt | - | - | - | #DIV/0! |
| 30-393-000-400 | Other financing sources | 17,689.00 | - | 17,689.00 | #DIV/0! |
| | | 1,670,015.98 | 1,720,800.00 | (50,784.02) | 97% |
| | **Total Revenues** | **$ 1,670,015.98** | **$ 1,720,800.00** | **$ (50,784.02)** | 97% |
| | **CAPITAL EXPENSES** | | | | |
| | **Township Properties** | | | | |
| 30-409-000-700 | Capital Purchases-General | - | - | - | #DIV/0! |
| 30-409-001-700 | Capital Purchases-Executive | - | - | - | #DIV/0! |
| 30-409-002-600 | Capital Construction - Township Bldg | - | 3,800.00 | (3,800.00) | 0% |
| 30-409-002-610 | Township Bldg Expansion 2018-2020 | - | - | - | #DIV/0! |
| 30-409-002-700 | Capital Purchases - Twp Bldg | 5,990.00 | - | 5,990.00 | #DIV/0! |
| 30-409-003-600 | Capital Construction - PW Bldg | - | - | - | #DIV/0! |
| 30-409-003-700 | Capital Purchases - PW Bldg | 18,614.96 | - | 18,614.96 | #DIV/0! |
| 30-409-004-600 | Capital Construction - Milford Rd. | - | - | - | #DIV/0! |
| 30-409-004-700 | Capital Purchases - Milford Rd. | - | - | - | #DIV/0! |
| | Total Township | 24,604.96 | 3,800.00 | 20,804.96 | 647% |
| | **Police** | | | | |
| 30-410-000-700 | Capital Purchases- Police | 169,901.95 | 104,000.00 | 65,901.95 | 163% |
| | Future Purchase | - | 10,000.00 | (10,000.00) | 0% |
| | | 169,901.95 | 114,000.00 | 55,901.95 | 149% |
| | **Codes** | | | | |
| 30-413-000-700 | Capital Purchases | 62,817.00 | 35,000.00 | 27,817.00 | 179% |
| | | 62,817.00 | 35,000.00 | 27,817.00 | 179% |
| | **Emergency Management** | | | | |
| 30-415-000-700 | Capital Purchases | - | - | - | #DIV/0! |
| | | - | - | - | #DIV/0! |
| | **Public Works** | | | | |
| 30-438-000-700 | Capital Purchases-Vehicles | | - | - | #DIV/0! |
| 30-438-000-701 | Capital Purchases - Equipment | 195,448.43 | 202,700.00 | (7,251.57) | 96% |
| | Total Public Works | 195,448.43 | 202,700.00 | (7,251.57) | #DIV/0! |
| | **Roads** | | | | |
| 30-502-434-700 | Traffic Signals | 8,750.00 | - | 8,750.00 | #DIV/0! |
| | Little Conestoga Road Crosswalk | - | - | - | #DIV/0! |
| | Lyndell Road Bridge | - | 43,850.00 | (43,850.00) | 0% |
| | | 8,750.00 | 43,850.00 | (35,100.00) | 20% |

**Upper Uwchlan Township**
**Capital Projects Fund**
**Statement of Revenues and Expenditures**
**For the Period Ending November 30, 2022**

| | | | | | |
|---|---|---|---|---|---|
| | **Parks** | | | | |
| | ***All Parks*** | | | | |
| 30-454-000-700 | Capital Purchases - All Parks | 719.90 | 50,250.00 | (49,530.10) | 1% |
| | ***Hickory Park*** | | | | |
| 30-454-001-600 | Capital Construction - Hickory | 5,208.00 | 385,000.00 | (379,792.00) | 1% |
| 30-454-001-700 | Capital Purchases - Hickory | | - | - | #DIV/0! |
| | ***Fellowship Fields*** | | | | |
| 30-454-002-600 | Capital Construction - Fellowship | | 29,800.00 | (29,800.00) | 0% |
| 30-454-002-700 | Capital Purchases - Fellowship | 10,000.00 | - | 10,000.00 | #DIV/0! |
| | ***Larkins Field*** | | | | |
| 30-454-003-600 | Capital Construction - Larkins | | 29,100.00 | (29,100.00) | 0% |
| 30-454-003-700 | Capital Purchases - Larkins | | - | - | #DIV/0! |
| | ***Upland Farms*** | | | | |
| 30-454-004-600 | Capital Construction - Upland | 209,247.66 | - | 209,247.66 | #DIV/0! |
| 30-454-004-610 | Fund Raising - Upland | - | - | - | #DIV/0! |
| 30-454-004-700 | Capital Purchases - Upland | | - | - | #DIV/0! |
| | ***Village of Eagle Pocket Park*** | | | | |
| 30-506-000-100 | Design | - | - | | |
| 30-506-000-600 | Capital Construction | - | - | - | #DIV/0! |
| 30-506-000-700 | Capital Purchases | - | - | - | #DIV/0! |
| | Total Parks Capital | 225,175.56 | 494,150.00 | (268,974.44) | 46% |
| | **Trails** | | | | |
| 30-455-000-650 | Grant-Trails/Bridge | - | - | - | #DIV/0! |
| 30-455-000-651 | Phase IV-Pk Rd Trail | 1,155.00 | - | 1,155.00 | #DIV/0! |
| 30-455-000-652 | Side Path Project | - | - | - | #DIV/0! |
| | Total Trails | 1,155.00 | - | 1,155.00 | #DIV/0! |
| | **Debt Service** | | | | |
| 30-472-000-100 | Interest Expense - Series of 2019 | 174,625.00 | 195,450.00 | (20,825.00) | 89% |
| 30-472-000-200 | Cost of Issuance - Series of 2019 | - | - | - | #DIV/0! |
| 30-472-000-300 | Bond Amortization Expense - Series of 2019 | (6,177.58) | (12,355.00) | 6,177.42 | 50% |
| 30-500-471-003 | Capital Lease - Principal | - | - | - | #DIV/0! |
| 30-500-472-003 | Capital Lease - Interest | - | - | - | #DIV/0! |
| | Total Debt Service | 168,447.42 | 183,095.00 | (14,647.58) | 92% |
| | **Village Concept** | | | | |
| 30-506-000-100 | Design - Village of Eagle | - | - | - | #DIV/0! |
| 30-506-000-600 | Construction - Village of Eagle | - | - | - | #DIV/0! |
| | | - | - | - | #DIV/0! |
| | **Total Expenditures before Operating Transfers** | **$ 856,300.32** | **$ 1,076,595.00** | **$ (220,294.68)** | **80%** |
| | **Operating Transfers** | | | | |
| 30-505-000-010 | Transfers to the General Fund | - | - | - | #DIV/0! |
| 30-505-000-020 | Transfers to the Solid Waste Fund | - | - | - | #DIV/0! |
| 30-505-000-030 | Transfers to the Act 209 Fund | - | - | - | #DIV/0! |
| | Total Operating Transfers | - | - | - | #DIV/0! |
| | **Excess of Revenues over Expenditures and Operating Transfers** | **$ 813,715.66** | **$ 644,205.00** | **$ 169,510.66** | **126.31%** |

**Upper Uwchlan Township**
**Developers Escrow Fund**
**Balance Sheet**
**As of November 30, 2022**

**ASSETS**

| | | | |
|---|---|---|---|
| Cash | | | |
| 40-100-000-100 | Cash - Fulton Bank | $ | 202,255.66 |
| | Total Cash | | 202,255.66 |
| Other Current Assets | | | |
| 40-130-000-010 | Due from General Fund | | (37.00) |
| 40-130-000-020 | Due from Solid Waste Fund | | - |
| 40-130-000-030 | Due from Municipal Authority | | - |
| | Total Other Current Assets | | (37.00) |
| | **Total Assets** | **$** | **202,218.66** |

**LIABILITIES AND FUND BALANCE**

| | | |
|---|---|---|
| Accounts Payable | | |
| 40-200-000-000 | Accounts Payable | - |
| | Total Accounts Payable | - |
| Other Current Liabilities | | |
| 40-230-000-010 | Due To General Fund | 788.91 |
| 40-230-000-020 | Due to Solid Waste Fund | - |
| 40-230-000-030 | Due to Municipal Authority | - |
| | Due to Developers: | |
| 40-248-000-001 | Toll Brothers | 2,139.46 |
| 40-248-000-004 | Columbia Gas Transmission LLC | 8,131.71 |
| 40-248-000-005 | Chester County - Radio Tower | 344.68 |
| 40-248-000-006 | Executive Land Holdings | - |
| 40-248-000-007 | Park Road Townhomes | - |
| 40-248-000-009 | Open Community Corp. | (20,197.91) |
| 40-248-000-010 | Sunoco Reed Road | 147.14 |
| 40-248-000-011 | McHugh | - |
| 40-248-000-012 | Marsh Lea | - |
| 40-248-000-013 | Eagle Pointe | - |
| 40-248-000-014 | Grashof | - |
| 40-248-000-015 | McKee Fetters | - |
| 40-248-000-017 | Vantage Point Retirement | (119.13) |
| 40-248-000-018 | CarSense | - |
| 40-248-000-019 | Village at Byers | (1,665.69) |
| 40-248-000-020 | Milford Rd. Associates | - |
| 40-248-000-021 | Townes at Chester Springs | 4,535.49 |
| 40-248-000-022 | Eagle Village Parking | - |
| 40-248-000-023 | Fish Eye | 16,799.65 |
| 40-248-000-024 | Jankowski | - |
| 40-248-000-025 | Eagleview Lot 1C | (2,121.47) |
| 40-248-000-026 | Lot 1B Maintenance Area | 4,714.60 |
| 40-248-000-027 | 122 Oscar Way | (940.03) |
| 40-248-000-028 | Commercial 5C | - |
| 40-248-000-030 | Profound Technologies | - |
| 40-248-000-031 | Windsor Baptist Church | 3,933.90 |
| 40-248-000-032 | Eagle Village Parking Expansion | - |
| 40-248-000-033 | Chester Springs Crossing | (471.86) |
| 40-248-000-034 | Starbucks @ Eaglepoint Village | - |
| 40-248-000-035 | The Preserve at Marsh Creek SD | 13,298.35 |
| 40-248-000-036 | McKee Toll Traffic Impact Fee | 63.75 |
| 40-248-000-500 | Gunner Properties Performance | - |
| 40-248-000-038 | Enclave at Chester Springs | 5,049.82 |
| 40-248-000-039 | 164 Byers Rd QBD | 3,329.81 |

**Upper Uwchlan Township**
**Developers Escrow Fund**
**Balance Sheet**
**As of November 30, 2022**

| | | | |
|---|---|---|---|
| 40-248-000-040 | Aurora Greenridge | | - |
| 40-248-000-041 | Aurora Greenridge | | - |
| 40-248-000-042 | DeWees 363 Byers Road | | - |
| 40-248-000-043 | Black Horse Farm | | (95.23) |
| 40-248-000-044 | Aecom Technology | | - |
| 40-248-000-045 | 11 Senn Drive Parking | | 580.93 |
| 40-248-000-046 | Byers Station Parcel 5C Lot 2B | | 1,734.00 |
| 40-248-000-047 | 461 Font Road | | 13,851.22 |
| 40-248-001-019 | Villages Dedication | | 20,078.03 |
| 40-248-001-032 | Gunner Parking Exp Construction | | - |
| 40-248-001-033 | Crossings Dedication | | 15.79 |
| 40-248-001-035 | The Preserve at Marsh Creek Sewer | | 70,552.81 |
| 40-248-001-038 | Enclave at Chester Springs site | | 57,739.93 |
| | Total Other Current Liabilities | | 202,218.66 |
| 40-258-000-000 | Accrued Expenses | | - |
| | **Total Liabilities** | **$** | **202,218.66** |
| Equity | | | |
| 40-279-000-000 | Opening Balance Equity | | - |
| | Current Period Net Income (Loss) | | - |
| | Total Equity | | - |
| | **Total Fund Balance** | **$** | **-** |
| | **Total Liabilities & Fund Balance** | **$** | **202,218.66** |

# UPPER UWCHLAN TOWNSHIP

# MEMORANDUM

ADMINISTRATION

TO: BOARD OF SUPERVISORS
Tony Scheivert, Township Manager

FROM: Gwen Jonik, Township Secretary

RE: Zoning Hearing Board, Historical Commission, Municipal Authority
Candidate Interviews / Appointments

DATE: December 16, 2022

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The Board is scheduled to meet with candidates beginning at 6:00 p.m., Monday, December 19, 2022 to fill recent vacancies on these Boards/Commissions.

Zoning Hearing Board Alternate

Historical Commission

Municipal Authority

If all parties are in favor, you can formally **appoint** these residents at your business meeting that follows at 7:00 p.m.

A term on the Zoning Hearing Board is 3 years. Tom Sullivan's term would expire December 31, 2025.
Tom Sullivan would be appointed Alternate, and the current Alternate, Joe Ceribelli, should be appointed a full member of the ZHB. His term expires December 31, 2023.

A term on the Historical Commission is 3 years. This is a mid-term vacancy and Rina Vachhani's term expires December 31, 2024

A term on the Municipal Authority is 5 years. This is a mid-term vacancy and Joe Samarco's term expires December 31, 2023

GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES

## *ENGINEER'S REPORT – UPPER UWCHLAN TOWNSHIP*

***Date:*** December 15, 2022

***To:*** Tony Scheivert - Township Manager
Board of Supervisors

***From:*** David Leh, P.E.

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The following is an overview of engineering activities for the previous month:

**Eagleview Lot 1A** – Hankin submitted a sketch plan for a one-story, 60,600 SF Flex Use office / warehouse building to be located along Sierra Drive. The plan was reviewed by the Planning Commission at their December 8th meeting. Hankin will most likely submit a land development application shortly.

**301 Park Road (PJ Reilly) -** A preliminary land development plan has been submitted by PJ Reilly Contractors for a new 8,400 SF office and equipment storage facility. The plan was reviewed by the consultants and the Planning Commission at their December 8th meeting. No action was taken.

Construction continues at the following developments with no significant issues:

- Byers Station (Parcel 5C) Lot 2A (Enclave)
- Byers Station (Parcel 6C) (Vantage Point)
- Eagleview (Lot 1C)
- Preserve at Marsh Creek

GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES

# *DEVELOPMENT UPDATE – UPPER UWCHLAN TOWNSHIP*

***Date:*** December 15, 2022

***To:*** Board of Supervisors

***From:*** David Leh, P.E.

**Bold items are additions since our last report.**

**128 Byers Road (Diament Property)** – This is a land development project which was approved back in 2008 for a 5,800 SF office / commercial building. John Diament constructed the proposed entrance off of Byers Road, part of the parking lot curbing, as well as the stormwater management system and then stopped due to a downturn in the economy. He has now contacted the Township and indicated he may be proceeding with the project once again.

**260 Moore Road** – The applicant has submitted a Conditional Use Application for adaptive reuse of an existing barn on this property to a facility which will contain office space and a coffee shop. The project was reviewed by the Planning Commission and consultants. A staff meeting was held with the Applicant on October 19th to discuss the project in general, as well as the consultants' comments. The Applicant has issued an extension for the holding of their Conditional Use Hearing while they further consider their proposal. Based on a May 10th, 2022, e-mail from the applicant's attorney to Gwen Jonik, the applicant is considering various options and it may be some time before they move forward with an application.

**270 Moore Road (McHugh)** – A sketch plan for an eight-lot subdivision has been submitted for this property. The plan was reviewed by the consultants and was scheduled to be before the Planning Commission at their October 13th, 2022 meeting. However, the applicant has elected to review the consultant's comments further before attending a Planning Commission meeting.

**301 Park Road (PJ Reilly) -** A preliminary land development plan has been submitted by PJ Reilly Contractors for a new 8,400 SF office and equipment storage facility. **The plan was reviewed by the consultants and the Planning Commission at their December 8th meeting. No action was taken.**

**461 Font Road**- A two (2) lot subdivision has been submitted for this property. The parcel currently contains 2 separate homes, and the subdivision will simply place each of the dwellings on its own lot. The Board granted Final Approval at their September 19th meeting. Revised plans have been submitted for review prior to recording.

**595 Fellowship Road (Spackman)-** A two (2) lot Minor Subdivision Application has been submitted for this property. The parcel is bisected by the township line with West Vincent Township and currently contains an existing home. The Applicant prosed to maintain the existing home, which is located in Upper Uwchlan Township, and construct a new home on the newly created lot, which will be located in West Vincent Township. The Board granted Final Approval at their September 19th meeting.

**Byers Station (Parcel 5C – Lot 2A)- [Enclave at Chester Springs] –** This is the 55 Unit Townhouse development being constructed by Toll on Lot 2A of Byers Station. Paving for the entire road network has been completed. Grading plans for all the proposed homes have been received.

**Byers Station (Parcel 5C – Lot 2B)- [Commercial] –** An Amended PRD Application has been submitted for the undeveloped commercial portion of the site. The plan proposes a 10,500 SF daycare facility, an 1,820 SF freestanding eating and drinking establishment, and 13,200 SF of additional retail space. The Board granted Amended Final Plan Approval at their September 19th meeting. **Revised plans have been submitted to the consultants to verify all outstanding comments have been satisfactorily addressed.**

**Byers Station (Lot 6C)- Vantage Point** – The Applicant has received Final PRD Approval at the Board of Supervisors April 20th, 2020, meeting for a 36,171 SF, 3 story retirement facility. Construction continues.

**Eagleview Lot 1A – Hankin submitted a sketch plan for a one-story, 60,600 SF Flex Use office / warehouse building to be located along Sierra Drive. The plan was reviewed by the Planning Commission at their December 8th meeting. Hankin will most likely submit a land development application shortly.**

**Eagleview Lot 1C–** This project proposes a 113,000 SF Flex Office building. The Board granted Final Land Development Approval at their November 19th, 2018,

meeting. Site and building construction had been paused due to loss of tenant but has now once again commenced.

**Greenridge Road (Toll) –** Toll Brothers has submitted a conditional use application for a 64-unit single family home development which would be located adjacent to the Stonehedge Development. The Board granted approval for the Conditional Use at their October 11th, 2022 meeting.

**Preserve at Marsh Creek (Fetters Property) -** The Board granted Final Land Development Approval at their October 16th, 2017, meeting. Site construction continues in all 3 phases. (i.e.- The entire development) We have received grading permit applications for **188** building units to date.

**QBD Ventures** – This project proposes a two-story 4,400 SF office building on an existing residential parcel along Byers Road just east of Graphite Mine Road. The Board granted Preliminary / Final Approval to the plan at their August 16th, 2010. The Applicant has now submitted an updated plan for re-approval. The plans were reviewed by the Planning Commission at their March 11th, 2021, meeting; however, no action was taken. The Applicant is currently working with Pa-DOT to modify their driveway to better align with the proposed driveway for Vantage Point. (Lot 6C)

**Struble Trail Extension** – Chester County has submitted an application to reopen the Conditional Use Hearing as well as land development plans to allow for the continuance of the trail from where it currently terminates to a point on the west side of Dorlan Mill Road. The Planning Commission reviewed the application at their June 13th, 2019, and July 11th, 2019, meetings and recommended Conditional Use Approval as well as Preliminary Land Development approval. The conditional use hearing has been continued to a date uncertain. In addition, a lot line change plan has been submitted by Natural Lands Trust which proposes transferring the land upon which a section of the trail is proposed to be constructed from Shryock Brothers, Inc. to the State. The Board granted Final Approval at their July 18th, 2022 meeting. The application also required zoning relief for lot width and building setback, which was obtained.

# UPPER UWCHLAN TOWNSHIP

# MEMORANDUM

## ADMINISTRATION

**TO:** The Board of Supervisors

**FROM:** Kathi McGrath
Administrative Assistant

**RE:** Building/Codes Department Activity Report

**DATE:** December 15, 2022

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Attached, please find the Building Department Activity Report for the month of November, 2022.

Attachments:
Activity Report

/km

UPPER UWCHLAN TOWNSHIP
Permit Analysis
2019-2022

| | 2019 | | | | 2020 | | | | 2021 | | | | 2022 | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | # of Permits | Fees | YTD Permits | YTD Fees | # of Permits | Fees | YTD Permits | YTD Fees | # of Permits | Fees | YTD Permits | YTD Fees | # of Permits | Fees | YTD Permits | YTD Fees |
| **Jan** | 30 | $17,025.46 | 30 | $17,025.46 | 51 | $98,596.00 | 51 | $98,596.00 | 94 | $ 87,742.42 | 94 | $ 87,742.42 | 83 | $ 88,198.96 | 83 | $ 88,198.96 |
| **Feb** | 67 | $19,320.64 | 97 | $36,346.10 | 44 | $43,487.50 | 95 | $142,083.50 | 67 | $ 38,565.98 | 161 | $ 126,308.40 | 39 | $ 25,249.00 | 122 | $ 113,447.96 |
| **Mar** | 57 | $ 36,767.22 | 154 | $ 73,113.32 | 53 | $ 54,586.50 | 148 | $ 196,670.00 | 86 | $ 44,724.50 | 247 | $ 171,032.90 | 77 | $ 52,822.55 | 199 | $ 166,270.51 |
| **Apr** | 66 | $ 52,342.10 | 220 | $ 125,455.42 | 28 | $ 4,846.10 | 176 | $ 201,516.10 | 88 | $ 79,069.01 | 335 | $ 250,101.91 | 84 | $ 63,858.84 | 283 | $ 230,129.35 |
| **May** | 50 | $ 40,216.60 | 270 | $ 165,672.02 | 49 | $ 59,079.84 | 225 | $ 260,595.94 | 75 | $ 44,389.44 | 410 | $ 294,491.35 | 65 | $ 44,000.00 | 348 | $ 274,129.35 |
| **Jun** | 70 | $ 43,304.22 | 340 | $ 208,976.24 | 86 | $ 55,369.16 | 311 | $ 315,965.10 | 89 | $ 77,793.00 | 499 | $ 372,284.35 | 96 | $ 28,606.00 | 444 | $ 302,735.35 |
| **Jul** | 58 | $ 37,320.76 | 398 | $ 246,297.00 | 69 | $ 39,866.44 | 380 | $ 355,831.54 | 99 | $ 131,055.84 | 598 | $ 503,340.19 | 68 | $ 37,917.72 | 512 | $ 340,653.07 |
| **Aug** | 67 | $ 90,670.34 | 465 | $ 336,967.34 | 76 | $ 78,302.64 | 456 | $ 434,134.18 | 78 | $ 32,545.19 | 676 | $ 535,885.38 | 68 | $ 112,113.82 | 580 | $ 452,766.89 |
| **Sept** | 61 | $ 13,393.00 | 522 | $ 350,360.34 | 130 | $ 87,003.98 | 586 | $ 521,138.16 | 78 | $ 36,528.88 | 754 | $ 572,414.26 | 73 | $ 46,052.92 | 653 | $ 498,819.91 |
| **Oct** | 48 | $ 42,928.52 | 570 | $ 393,288.86 | 73 | $ 222,281.54 | 663 | $ 743,419.70 | 72 | $ 40,825.00 | 826 | $ 613,239.26 | 54 | $ 42,196.00 | 707 | $ 541,015.91 |
| **Nov** | 36 | $ 10,623.00 | 606 | $ 403,911.86 | 71 | $ 21,378.92 | 734 | $ 764,798.62 | 58 | $ 41,691.42 | 884 | $ 654,930.68 | 45 | $ 21,304.00 | 752 | $ 562,319.91 |
| **Dec** | 31 | $ 14,788.00 | 637 | $ 418,699.86 | 59 | $ 27,730.94 | 793 | $ 792,529.56 | 62 | $ 68,824.63 | 946 | $ 723,755.31 | | | | |

# NOVMBER 2022 REPORT
# UPPER UWCHLAN TOWNSHIP
# PUBLIC WORKS DEPARTMENT

**The following projects were underway since we last met:**

**<u>Ongoing</u>:**

- **Aside from regular routine maintenance, the following work orders were submitted last month.**

  **Tracking of work orders through Traisr: 131**

  - **Municipal Authority & PA 1-calls**
    - **74 Work orders completed**
  - **Public Works**
    - **10 Work orders completed**
  - **Parks**
    - **3 Work orders completed**
  - **Solid Waste**
    - **30 Work orders completed**
  - **Vehicles and Equipment (All Depts.)**
    - **14 Work orders completed**

- **Inlet repairs completed on Lafayette Circle and Matisse Drive.**
- **Filled in potholes on North Reeds Rd. and Graphite Mine Road.**
- **Call in to set up a road closure on Little Conestoga Rd due to a downed tree.**
- **Call in for traffic signal issue.**
- **Removed a tree off of Saybrooke Road.**
- **Stormwater curb repair on Cheryl Drive.**

- **Installed 5 new speed limit signs on Christine Drive and Dorothy Lane.**
- **Assisted with traffic control at an Upland Farm event.**
- **Decorated the outside of the Township Building and the Barn at Upland Farm.**
- **Begin servicing generators at the Sewer Plants and Pump Stations.**
- **Assisted with the Christmas tree lighting event at Upland Farm.**
- **Picked up trash bags on Fellowship Road from the "Adopt-A-Road" cleanup program.**
- **Paint over graffiti on the PA Turnpike Bridge at Route 100 & East Township Line Rd.**
- **Plows and salt spreaders were checked and are ready for snow and ice control.**
- **Minor maintenance issues were handled at the Township Building**
- **Tree trimming for sight distance at intersections and along roadways where trees are hanging into the road.**
- **Sign replacements at various locations.**
- **Cleared inlets on multiple roadways throughout the Township.**
- **Toter swaps and deliveries were done as requested.**
- **Preventive maintenance, repairs, and Pa State Inspections.**
- **Serviced Police vehicles.**
- **Decommissioned police vehicle to get ready for Municibid.**
- **PA 1-Calls were responded to as they came in.**

**Workforce**

- **Kyle Ripka is attending PRPS Leadership Academy courses.**
- **All employees are working well and there are no issues to report.**

**Respectfully submitted,**

**Kristin Roth**
**Administrative Assistant Public Works**
**Upper Uwchlan Township**

**Birdsboro Office**
321 North Furnace Street, Ste. 200
Birdsboro, PA 19508
T 610.374.5285

November 16, 2022

Tony Scheivert, Township Manager
Upper Uwchlan Township
140 Pottstown Pike
Chester Springs, PA 19425

RE: Upper Uwchlan Township Municipal Authority
Preserve at Marsh Creek, Phase 2
The McKee Group, Escrow Release No. 1
ARRO #10270.40

Dear Mr. Scheivert:

ARRO has reviewed The McKee Group (McKee-Milford Associates, LP) escrow release Request No. 1, dated August 23, 2022, in the amount of $326,317.82 for the Phase 2 sanitary sewer installation work at The Preserve at Marsh Creek site.

Based on ARRO resident project representative construction records, the attached List of Items to Complete, dated November 16, 2022, represents work remaining to completed that is part of Phase 2. Based on these items ARRO is recommending withholding $7,500.00 to cover the costs to complete the work items in the list. The remaining escrow, including contingency, is $13,727.50.

The following is acceptable to ARRO for release to The McKee Group:

**Escrow Release Request #1 $ 319,440.57**

If you have any questions, please contact me by email at jay.jackson@arroconsulting.com or by phone at (610) 495-2103.

Sincerely,

Jay R. Jackson, P.E.

JRJ:

Attachments

c: Gwen Jonik – Upper Uwchlan Township (w/attach)
G. Matthew Brown, P.E., DEE – Authority Administrator (w/attach)
David Watt – The McKee Group (w/attach)
David Leh, P.E. – Gilmore & Associates (w/attach)
David Schlott, Jr., P.E. – ARRO Consulting, Inc. (w/attach)
Karl Schmit, P.E. – ARRO Consulting, Inc. (w/attach)

\\rdgfile2\Active Projects\Upper Uwchlan Township Municipal Authority\Jay Jackson UUTMA files\Developments\Preserve at Marsh Creek (Fetters)\Escrow\Phase 2\Release\PMC_Ph2_Escrow Release_No.1 Transmittal Ltr_2022-11-16.docx

# Upper Uwchlan Township Municipal Authority
## Preserve at Marsh Creek – Phase 2

### List of Items to Complete (Punch List)
### November 16, 2022

Based on ARRO Consulting, Inc. Resident Project Representative field observation records the following is a Phase 2 List of Items to Complete:

**A. Terminal Cleanout Manhole near Halter and Appaloosa**

1. Clean mud from manhole interior.
2. Replace cap on cleanout pipe.
3. Cut excess butyl seal from manhole interior walls.
4. Parge interior around the risers.

**B. Type A-2 Junction Cleanout Manhole near Stable and Appaloosa**

1. Remove trash from interior of the manhole.
2. Clean mud from the manhole interior.
3. Install additional concrete supports per the detail under each pipe entering the manhole.
4. Replace one (1) missing cap on cleanout pipe.

**C. Air Release Valve Manhole near Stable and Appaloosa**

1. Clean mud from manhole interior.
2. Install additional concrete supports per the manhole detail.
3. Parge interior around the risers.

**D. Terminal Cleanout Manhole near Lot #163 in Appaloosa**

1. **Manhole was buried under screenings pile at time of site visit.**
2. **Check manhole for compliance with items noted for other manholes.**

**E. Terminal Cleanout Manhole near Gait and Halter**

1. Clean mud from manhole interior.
2. Replace missing caps on cleanout pipes.
3. Parge interior around the risers.

**F. Type A-3 Junction Cleanout Manhole near Halter and Stable**

1. Clean mud from manhole interior.
2. Add required concrete supports under each pipe per the manhole detail.
3. Parge interior around the risers.

# Preserve at Marsh Creek – Phase 2
## List of Items to Complete (Punch List) - Continued
## November 16, 2022

**G. <u>Type C Junction Cleanout Manhole near Stable and Appaloosa</u>**

1. Clean mud from manhole interior.
2. Parge interior around the risers.
3. Add required concrete supports per the manhole detail.

**H. <u>General Manhole Items</u>**

1. Remove any remaining formwork from the installation of thrust blocks within the manholes.

**Community:** The Preserve at Marsh Creek (aka Fetters) **Phase:** 2 **Lot count:** 78

**Budget type:** Sanitary Sewer Escrow **Budget Date:** 10/28/21 78 Twins (Villa Units) Homes

**Total cost:** $ 333,168.07

**Escrow Release No.** 1

**Release Date:**

| | | | | | | | | | CURRENT ESCROW RELEASE | | ESCROW RELEASE TO DATE (INCL THIS REL) | | ESCROW REMAINING | | % |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| COST CODE | Category | Description/Scope of Work | Quantity | Unit | Price | Line item total | Budget Total | Comments/Contractor | QUANTITY | TOTAL $ | QUANTITY | TOTAL $ | QUANTITY | TOTAL $ | COMPLETE |
| **055-30** | **Survey** | | | | | **roll-up** | **$ 9,944.49** | | | | | | | | |
| | | Sanitary Sewer Layout | 4,810 | l.f. | $ 1.50 | $ 7,214.49 | | Brubacher Excavating | 4,810 | $ 7,214.49 | 4,810 | $ 7,214.49 | 0 | $ - | 100% |
| | | Sanitary Sewer Laterals Layout | 78 | each | $ 35.00 | $ 2,730.00 | | Brubacher Excavating | 78 | $ 2,730.00 | 78 | $ 2,730.00 | 0 | $ - | 100% |
| **055-40** | **As-builts** | | | | | roll-up | **$ 6,227.50** | | | | | | | | |
| | | Utility As-builts | 2,491 | l.f. | $ 2.50 | $ 6,227.50 | | | 0 | $ - | 0 | $ - | 2,491 | $ 6,227.50 | 0% |
| | | | | | | | | | | | | | | | |
| **080-20** | **Sanitary Sewer System** | | | | | roll-up | **$ 286,708.08** | | | | | | | | |
| | | 2" SDR-21 Force Main | 1,072 | l.f. | $ 26.00 | $ 27,872.00 | | Brubacher Excavating | 1,072 | $ 27,872.00 | 1,072 | $ 27,872.00 | 0 | $ - | 100% |
| | | 3" SDR-21 Force Main | 1,528 | l.f. | $ 27.00 | $ 41,256.00 | | Brubacher Excavating | 1,528 | $ 41,256.00 | 1,528 | $ 41,256.00 | 0 | $ - | 100% |
| | | 3" SDR-21 Fittings | 3 | each | $ 200.00 | $ 600.00 | | Brubacher Excavating | 3 | $ 600.00 | 3 | $ 600.00 | 0 | $ - | 100% |
| | | 1.5" SDR-21 Lateral Connection | 78 | each | $ 1,000.00 | $ 78,000.00 | | Brubacher Excavating | 78 | $ 78,000.00 | 78 | $ 78,000.00 | 0 | $ - | 100% |
| | | 1.5" SDR-21 Lateral Force Main | 2,210 | l.f. | $ 28.00 | $ 61,870.42 | | Brubacher Excavating | 2,210 | $ 61,870.42 | 2,210 | $ 61,870.42 | 0 | $ - | 100% |
| | | Air Release Manhole | 1 | each | $ 10,800.00 | $ 10,800.00 | | Brubacher Excavating | 1 | $ 10,800.00 | 1 | $ 10,800.00 | 0 | $ - | 100% |
| | | 2" Terminal Cleanout Manhole | 3 | each | $ 10,000.00 | $ 30,000.00 | | Brubacher Excavating | 3 | $ 30,000.00 | 3 | $ 30,000.00 | 0 | $ - | 100% |
| | | 3" Type A-2 Junction Cleanout Manhole | 1 | each | $ 10,500.00 | $ 10,500.00 | | Brubacher Excavating | 1 | $ 10,500.00 | 1 | $ 10,500.00 | 0 | $ - | 100% |
| | | 3" Type A-3 Junction Cleanout Manhole | 1 | each | $ 10,500.00 | $ 10,500.00 | | Brubacher Excavating | 1 | $ 10,500.00 | 1 | $ 10,500.00 | 0 | $ - | 100% |
| | | 3" Type C Junction Cleanout Manhole | 1 | each | $ 10,500.00 | $ 10,500.00 | | Brubacher Excavating | 1 | $ 10,500.00 | 1 | $ 10,500.00 | 0 | $ - | 100% |
| | | Pressure Test Lines | 4,810 | l.f. | $ 1.00 | $ 4,809.66 | | Brubacher Excavating | 4,810 | $ 4,809.66 | 4,810 | $ 4,809.66 | 0 | $ - | 100% |
| | | | | | | ***Sanitary Sewer Sub-Total*** | **$ 302,880.07** | | | **$ 296,652.57** | | **$ 296,652.57** | 97.94% | **$ 6,227.50** | |
| | | | | | | ***10% Contingency*** | **$ 30,288.01** | | | **$ 22,788.01** | | **$ 22,788.01** | | **$ 7,500.00** | |
| | | | | | | ***Sanitary Sewer Escrow Amount*** | **$ 333,168.07** | | | **$ 319,440.57** | | **$ 319,440.57** | | **$ 13,727.50** | |

***SUBMITTED:*** ***Dave Watt*** ***August 23, 2022***

***McKEE-MILFORD ASSOCIATES, LP (THE McKEE GROUP)*** ***DATE***

***RECOMMENDED FOR RELEASE:*** ***Jay R. Jackson, P.E.*** ***November 16, 2022***

***ARRO CONSULTING, INC.*** ***DATE***

***APPROVED:***

***UPPER UWCHLAN TOWNSHIP*** ***DATE***

ysm

Landscape Architects

December 1, 2022

Upper Uwchlan Township
Tony Scheivert, Manager
140 Pottstown Pike
Chester Springs, PA 19425

RE: Hickory Park – Park Improvement Construction Documents – Addendum No. 1
Project No.: 21UUT-02

Dear Tony:

YSM Landscape Architects (YSM) presents the following Addendum No. 1 for Upper Uwchlan Township consideration for additional services requested for improvements to Hickory Park. This addendum outlines the additional services associated with landscape architectural and electrical engineering services, discussed at our meeting at the Township on June 17, 2022 and ecological services necessitated by the stream buffer requirements. The ecological services shall be completed by a sub-consultant, GHD. GHD's full proposal is attached for your information. The additional work is associated with the following site improvements:

- Complete a wetland/bog turtle/stream characterization for determination of stream buffer requirements.
- Survey the wetlands delineation and add to existing site plans.
- Replace the existing pavilion at the playground with a large new pavilion
- Design and detail outdoor gathering area at the existing playground and new pavilion.
- Address the edging of the playground at the existing drive to create a logical, accessible transition between the playground and paved midway.
- Replace the backstops on the two existing 60' baseline baseball fields with a taller post-type configuration to mitigate errant balls reaching the PA Turnpike. This solution is in lieu of netting along the PA Turnpike boundary. Create a separate bid line item to isolate the cost of the backstops for reimbursement by the PA Turnpike.
- Provide accessible connections to existing ballfields, batting cages, and other features that meet the requirements of the ADA. This will involve widening and extending trails to dugouts, spectator areas, etc.
- Rehabilitate the two existing batting cages.
- Expand electrical services to light the midway with pedestrian scale lighting, add power outlets, and light the pickleball courts.
- Provide new lighting for the new pavilion at the playground.
- Upgrade PECO electrical service.

Below is our scope for survey, landscape architectural and engineering services for Hickory Park – Park Improvement project. YSM will meet with representatives of Upper Uwchlan Township to coordinate and target municipal goals and objectives during the design and engineering process.

## *Scope of Services*

### A. Ecological Services

*GHD will:*

1. Complete Wetland Delineation & Jurisdictional Determination
2. Complete Bog Turtle Habitat Assessment & Report
3. Complete Stream Characterization

### B. Additional Survey and Engineering Services

*Gilmore will:*

1. Survey Wetland delineation and incorporate into project drawings.
2. Stormwater engineering associated with ecological services
3. Stormwater engineering associated with trail widening and additional improvements.

### C. Additional Site Construction Documents

*YSM will:*

1. Incorporate the park elements listed above into the park design.
2. Incorporate the additional park improvements into the project construction documents and specifications.
3. Develop detailed designs for the following:
    a. New large pavilion and adjacent gathering area.
    b. Rehabilitation of the batting cages.
    c. Post backstops.
5. Coordinate additional improvements with Gilmore Associates.
6. Coordinate lighting, electrical distribution, and lighting standard locations with SHA.
7. Incorporate the additional improvements into cost estimates of anticipated development costs at 60-percent complete and 90-percent complete construction documents.

Assumption: It is assumed that the conclusion of the ecological services will not require redesign of the proposed improvement layout as illustrated on the Hickory Park Concept Plan and on construction documents completed to date.

### D. Additional Electrical Engineering

*SHA will:*

1. Complete electrical engineering for additional electric and lighting outlined above.
2. Upgrade PECO service. It is assumed that the service may need to be upgraded from the current 200A, 1-phase to 400A, 1-phase or 3-phase 120/208V. It is assumed that the existing electrical panel enclosure to the east of the existing pavilion will remain.
3. Incorporate additional electric and lighting into construction documents, specifications, and cost estimates.

## *Compensation*

**PROFESSIONAL FEES**

| | | |
|---|---|---|
| A. | Ecological Services | $12,114 |
| B. | Additional Engineering Services | $8,500 |
| C. | Additional Site Construction Documents | $4,250 |
| D. | Additional Electrical Engineering | $9,150 |
| | Total Fees | $34,014 |

The fees above are lump sum.

**EXPENSES**

Expenses such as reprographic services, photocopies, and mileage that are directly incidental to our professional services shall be invoiced to you at 1.10 times our cost.

If this Addendum No. 1 is satisfactory and acceptable, and fully sets forth all the items of our understanding, please signify your acceptance by signing the attached Project Change Order/Addendum and returning a copy to our office. This document, along with the original proposal will constitute our completed agreement.

Sincerely,

Ann E. Yost, RLA
Landscape Architect

Attachments

ysm

Landscape Architects

# PROJECT CHANGE ORDER/ADDENDUM

Project No. 21UUT-02

**TO MODIFY THE SERVICES OF**
**YOST STRODOSKI MEARS, INC.**

PROJECT NAME: Hickory Park – Park Improvement Construction Documents
ADDENDUM #: 1 DATE: December 1, 2022

WORK/CHANGE REQUESTED BY: Upper Uwchlan Township
WORK/CHANGE RECEIVED BY: Yost Strodoski Mears

WORK/CHANGE REQUESTED:
Additional work to provided ecological services and incorporate a new pavilion, larger backstop for two baseball fields, accessible trail extensions, rehabilitated batting cages, lighting/electric at midway and pickleball courts, and other improvements as outline in Addendum No. 1 letter.

| | |
|---|---|
| TOTAL FOR THIS ADDENDUM: | $34,014 – fee |
| ORIGINAL CONTRACT AMOUNT DATED: November 1, 2021 | $119,050 – fee + T&E for Construction Phase/Expenses |
| TOTAL OF PREVIOUS ADDENDUM | - |
| AMENDED CONTRACT AMOUNT: | $153,064 – fee + T&E for Construction Phase/Expenses |

If this addendum is satisfactory and acceptable and fully sets forth all the items of our understanding, please signify your acceptance by signing below, and return a fully executed copy to our office. This document will then constitute our completed agreement.

This addendum will be subject to all the terms and conditions of our previous proposal and contract dated November 1, 2021.

SIGNED: _____ _____
Upper Uwchlan Township Date

SIGNED: John E. Yost _____ 12/1/2022
Landscape Architect Date

19 South Newberry Street York, Pennsylvania 17401
phone (717) 812-9959 www.ysmla.com
*Dedicated to the design and planning of community spaces for public recreation*

November 9, 2022 Reference No. 11198802

Mr. David Leh, P.E.
Gilmore & Associates
184 W. Main Street, Suite 300
Trappe, PA 19426

Re: **Proposal for Ecological Services**
**Hickory Park**
**Upper Uwchlan Township, Chester County, Pennsylvania**

Dear Mr. Leh:

GHD is pleased to present this proposal for ecological services to Gilmore & Associates in support of proposed improvements to Hickory Park located in Upper Uwchlan Township, Chester County, Pennsylvania. The area being contemplated for improvements is approximately 13 acres and is located south of the pickleball courts (Site). The areas is primarily forested and contains several small watercourses that drain to Marsh Creek Reservoir.

Our proposal provides a scope of work, cost estimate and schedule to conduct a wetland delineation, obtain a jurisdictional determination, and conduct a bog turtle habitat assessment (Phase 1 survey) for the wetlands and waterways located on or adjacent to the Site. Our scope of work also includes an assessment of the watercourses to determine if the watercourses are perennial, intermittent, or ephemeral based on PADEP protocols.

## 1. Scope of Work

### 1.1 Wetland Delineation & Jurisdictional Determination

A wetland scientist from GHD will delineate the extent of wetlands and other waters (streams, ponds, etc.) on the Site. Wetlands and other waters will be delineated using the methods in the U.S. Army Corps of Engineers *1987 Wetland Delineation Manual* and the *Regional Supplement to the Corps of Engineer's Wetlands Delineation Manual: Eastern Mountains and Piedmont Region* (April 2012). This method is currently recognized by the Pennsylvania Department of Environmental Protection (PADEP) and the U.S. Army Corps of Engineers (Corps) as the approved methodology for wetland delineation.

In accordance with these methods, GHD will observe the vegetation, soils, and hydrology to determine the absence or presence and extent of wetlands and watercourses on the Site. Wetland and watercourse boundaries will be marked by GHD in the field with numbered surveyor's ribbon and/or stick flags. GHD will provide Gilmore with a sketch plan showing the approximate locations of any wetland flags to be surveyed and added to the base map of the Site. Data sheets and photographs will be used to record and document our field observations.

GHD will prepare a Wetland Delineation Report documenting the methodology and results of our wetlands investigation. The report will include descriptions of the Site including wetland and upland areas. Formal documentation will be provided using the Wetland Determination Data Forms provided in the Corps' Regional Supplement as well as color photographs.

GHD will prepare an application to the U.S. Army Corps of Engineers, Philadelphia District for a Jurisdictional Determination (JD) to verify the wetland / watercourse boundaries and to determine if the wetlands are jurisdictional wetlands under Section 404 of the Clean Water Act. The JD application will include the JD request forms, GHD's Wetland Delineation Report, and a surveyed Site Plan to be prepared by Gilmore. GHD will accompany the Corps on their field inspection of the delineated wetland boundaries.

### 1.2 Bog Turtle Habitat Assessment & Report

A bog turtle habitat assessment will be conducted in accordance with the USFWS Guidelines for Bog Turtle Surveys (revised April 2020) for all wetlands and streams on and within 300 feet of the Site. The Phase 1 survey will be conducted by Mr. Scott Bush, a USFWS recognized bog turtle surveyor. The habitat in each wetland on and adjoining the Site will be assessed for its suitability to support bog turtles based on the soil, plant community composition and structure, and hydrology. Documentation of each wetland/waterway assessed will be provided on USFWS Bog Turtle Habitat Evaluation Field Forms completed in the field as well as photographs.

GHD will prepare a Bog Turtle Habitat Assessment Report documenting the methodology and results of our habitat assessment. GHD will provide a determination as to whether habitat suitable to support the bog turtle is present or absent on or adjoining the Site. Photographic documentation of the habitats present will be provided in the report. A draft copy of the Habitat Assessment Report will be provided to you for review and comment prior to formal submission to the USFWS.

### 1.3 Stream Characterization

PADEP requires a 150-foot riparian buffer on HQ and EV streams that are either perennial or intermittent under PA Chapter 102. Ephemeral channels are not subject to the riparian buffer. The Site lies in a watershed designated as HQ. GHD will complete an evaluation of the various channels occurring on the Site to determine if they are either perennial / intermittent or ephemeral. As required by current PADEP policy, the North Carolina Stream Assessment Method (September 2010) will be used to determine the hydrologic status of each watercourse channel occurring on the Site. This method requires assessing 26 different metrics in the field and scoring the stream based on the scores as perennial, intermittent, or perennial. As we discussed, we understand that the segments of watercourse closest to the proposed improvements are critical and we will complete our stream evaluation with that in mind.

GHD will prepare a Stream Characterization Report documenting the methods and results of our investigation. Upon your approval, we will submit the report to PADEP for concurrence.

## 2. Business Conditions & Fee

We propose that the scope of work be performed in accordance with GHD's Professional Services Agreement (attached). The Scope of Work will be completed on a lump sum basis and will not to exceed the total estimated cost as indicated below.

| | | |
|---|---|---|
| 1) | Wetland Delineation & Report | $4,254 |
| 2) | Jurisdictional Determination Application | $1,088 |
| 3) | Bog Turtle Habitat Assessment and Report | $2,952 |
| 4) | Stream Characterization and Report | $3,820 |
| | **Total Estimated Cost** | **$12,114** |

If additional tasks are required beyond the proposed scope of work, GHD will submit a supplemental scope of work and cost estimate for your review and approval.

## 3. Schedule

GHD anticipates commencing with the fieldwork for these studies within 10 days of receiving your authorization to proceed. We will submit a draft copies of our reports to you for review and comment within 15 business days after completion of the field survey and receipt of a surveyed base map of the Site from Gilmore.

Thank you for providing us with the opportunity to assist you on this project. If you would like us to proceed with the proposed scope of work, please sign and return a copy of GHD's Professional Services Agreement to my attention. If you have any questions concerning this proposal, please feel free to contact me at (610) 646-7486 or scott.bush@ghd.com.

Sincerely,

GHD

Scott E. Bush, P.W.S.
Senior Ecologist

Encl.

# UPPER UWCHLAN TOWNSHIP

# MEMORANDUM

## ADMINISTRATION

**TO:** The Board of Supervisors

**FROM:** Tony Scheivert
Township Manager

**RE:** Trash and Recycling Collection Contract 1 year extensions

**DATE:** December 16th, 2022

==========

In April of 2019, the Board of Supervisors awarded a three-year contract to Advanced Disposal Services Eastern PA, Inc (now known as Waste Management) for collection of the Township's solid waste and a three-year contract to A.J. Blosenski, Inc. for collection of the Township's single stream recycling. Each contract included two 1-year extensions. Included with this memo are letters to the contractors enacting the second 1-year extension of the contract. The extension total for solid waste collection is $450,288 and total for recycling is $191,607.

December 20, 2022

DRAFT

Mr. Don Isabella
Waste Management
197 Swamp Creek Road
Gilbertsville, PA 19525

Re: 1-Year Contract Extension

Dear Mr. Isabella,

Waste Management's three-year Household Refuse Collection Contract with Upper Uwchlan Township expired on July 31, 2022. The contract included two 1-year extensions.

Upper Uwchlan Township would like to exercise its option to extend the Contract for an additional year, at the "Year 5" amount of $450,288.00 for solid waste and leaf & yard waste collection, and $30.00/Freon item as bid April 2019 (attached). The fifth contract year is effective August 1, 2023 through July 31, 2024.

All other provisions and terms of the Contract will remain unchanged.

Please provide acknowledgement of your receipt and agreement with this Contract extension notification by signing below and returning the original to my attention, and prior to the Contract effective date, provide the Township with an updated Performance Bond. Upon receipt of an updated Performance Bond, the current Performance Bond will be returned to you.

Sincerely,

Tony Scheivert
Township Manager

**CONTRACT EXTENSION NOTIFICATION**
Received and Accepted By:

_____
Print Name and Title

_____
Signature and Date

Cc: Board of Supervisors
Finance Department

Households receiving service: 3,657

**UPPER UWCHLAN TOWNSHIP**
**Residential MSW and Recyclable Materials Collection**
**August 1, 2019 – July 31, 2022**

PROPOSAL FORM
SIGNATURE PAGE AND AGREEMENT

Submitted by: Advanced Disposal Services Eastern PA, Inc.
(Firm Name) PLEASE PRINT

John Spegal President
(Authorized Representative) PLEASE PRINT

Date: April 1, 2019

To: Upper Uwchlan Township
Cary B. Vargo, Township Manager
140 Pottstown Pike
Chester Springs, PA 19425

After examining all parts of this project for providing the collection services for Municipal Solid Waste and Recyclable Materials for Upper Uwchlan Township, we understand these specifications and hereby propose to furnish said services in strict accordance with all specifications for the sum indicated below.

**Dwelling Units:** 3,240

| | Year 1 (8/19 - 7/20) | Year 2 (8/20 – 7/21) | Year 3 (8/21 – 7/22) | Total 3 - Year Contract |
|---|---|---|---|---|
| A. Once per week residential MSW pick-up using Township provided 48-, 64- and 96-gallon wheeled cart; Once per month bulk item pick-up; Thirty-six (36) leaf and yard waste collections; Dumpsters (2) for leaf and yard waste drop-off; Dumpsters as described in Section 8.K. | $ 400,075.00 | $ 412,077.00 | $ 424,440.00 | $ 1,236,592.00 |
| Once per week single stream recycling pick-up using Township provided 48-, 64- and 96-gallon wheeled cart. | $ 219,283.00 | $ 225,862.00 | $ 232,638.00 | $ 677,783.00 |
| B. Alternate Item Appliances containing refrigerant, per unit | $ 30.00 | $ 30.00 | $ 30.00 | $ 30.00 |

Alternative 3-Year contract with (2) 1-Year contract extensions

| | Total - 3 Years (8/19 – 7/22) | Year 4 (8/22 - 7/23) | Year 5 (8/23 – 7/24) |
|---|---|---|---|
| A. Once per week residential MSW pick-up using Township provided 48-, 64- and 96-gallon wheeled cart; Once per month bulk item pick-up; Thirty-six (36) leaf and yard waste collections; Dumpsters (2) for leaf and yard waste drop-off; Dumpsters as described in Section 8.K. | $ 1,236,592.00 | $ 437,173.00 | $ 450,288.00 |
| Once per week single stream recycling pick-up using Township provided 48-, 64- and 96-gallon wheeled cart. | $ 677,783.00 | $ 239,617.00 | $ 246,805.00 |
| B. Alternate Item Appliances containing refrigerant, per unit | $ 30.00 | $ 30.00 | $ 30.00 |

In submitting this proposal, it is understood that it is the right of the Municipality to reject any and all proposals or parts thereof, or waive any informalities or technicalities in said proposals.

This proposal shall remain firm for at least one hundred and twenty (120) days after Bid Opening.

Accompanying this proposal is a Bid Bond (X) or certified check ( ) in the amount of $ 191,437.50, which equals 10% of the "Total 3-Year Contract" amount.

December 20, 2022

DRAFT

Mr. Anthony Blosenski
A.J. Blosenski, Inc.
P. O. Box 392
Elverson, PA 19520

Re: 1-Year Contract Extension

Dear Anthony,

A.J. Blosenski Inc.'s three-year Household Recycling Collection Contract with Upper Uwchlan Township expired on July 31, 2022. The contract included two 1-year extensions.

We continue to be pleased with the level of service and professionalism that A.J. Blosenski personnel provide to Upper Uwchlan residents and staff.

Upper Uwchlan Township would like to exercise its option to extend the Contract for an additional year, at the "Year 5" amount of $191,607.00 for single-stream recycling as bid April 2019 (attached). The fifth contract year is effective August 1, 2023 through July 31, 2024.

All other provisions and terms of the Contract will remain unchanged.

Please provide acknowledgement of your receipt and agreement with this Contract extension notification by signing below and returning the original to my attention, and prior to the Contract effective date, provide the Township with an updated Performance Bond. Upon receipt of an updated Performance Bond, the current Performance Bond will be returned to you.

Sincerely,

Tony Scheivert
Township Manager

**CONTRACT EXTENSION NOTIFICATION**
Received and Accepted By:

_____
Print Name and Title

_____
Signature and Date

Cc: Board of Supervisors
Finance Department

Households receiving service: 3,657

**UPPER UWCHLAN TOWNSHIP**
**Residential MSW and Recyclable Materials Collection**
**August 1, 2019 - July 31, 2022**

PROPOSAL FORM
SIGNATURE PAGE AND AGREEMENT

Submitted by: A.J. Blosenski, Inc.
(Firm Name) PLEASE PRINT

Anthony J. Blosenski
(Authorized Representative) PLEASE PRINT

Date: 4/1/2019

To: Upper Uwchlan Township
Cary B. Vargo, Township Manager
140 Pottstown Pike
Chester Springs, PA 19425

After examining all parts of this project for providing the collection services for Municipal Solid Waste and Recyclable Materials for Upper Uwchlan Township, we understand these specifications and hereby propose to furnish said services in strict accordance with all specifications for the sum indicated below.

**Dwelling Units:** 3,240

| | Year1 /8/19 - 7/20) | Year2 /8/20 - 7/21) | Year3 (8/21 - 7/22) | Total 3 - Year Contract |
|---|---|---|---|---|
| A. Once per week residential MSW pick-up using Township provided 48-, 64- and 96-gallon wheeled cart; Once per month bulk item pick-up; Thirty-six (36) leaf and yard waste collections; Dumpsters (2) for leaf and yard waste drop-off; Dumpsters as described in Section 8.K. | $424,958.00 | $424,958.00 | $424,958.00 | $1,274,874.00 |
| Once per week single stream recycling pick-up using Township provided 48-, 64- and 96-gallon wheeled cart. | $173,794.00 | $173,794.00 | $173,794.00 | $ 521,382.00 |
| B. Alternate Item Appliances containing refrigerant, per unit | $ 80.00 | $ 85.00 | $ 90.00 | $ 85.00 |

**Alternative 3-Year contract with (2) 1-Year contract extensions**

| | Total - 3 Years (8/19 - 7/22) | Year 4 (8/22 - 7/23) | Year 5 (8/23 - 7/24) |
|---|---|---|---|
| A. Once per week residential MSW pick-up using Township provided 48-, 64- and 96-gallon wheeled cart; Once per month bulk item pick-up; Thirty-six (36) leaf and yard waste collections; Dumpsters (2) for leaf and yard waste drop-off; Dumpsters as described in Section 8.K. | $1,274,874.00 | $458,955.00 | $495,671.00 |
| Once per week single stream recycling pick-up using Township provided 48-, 64- and 96-gallon wheeled cart. | $ 521,382.00 | $182,483.00 | $191,607.00 |
| B. Alternate Item Appliances containing refrigerant, per unit | $ 85.00 | $ 90.00 | $ 95.00 |

In submitting this proposal, it is understood that it is the right of the Municipality to reject any and all proposals or parts thereof, or waive any informalities or technicalities in said proposals.

This proposal shall remain firm for at least one hundred and twenty (120) days after Bid Opening.

Accompanying this proposal is a Bid Bond ( ) or certified check (x ) in the amount of $179,625.60 which equals 10% of the "Total 3-Year Contract" amount.

# UPPER UWCHLAN TOWNSHIP

**RESOLUTION # _____**

**WHEREAS,** the Board of Supervisors of Upper Uwchlan Township has developed an Operating Budget for calendar year 2023, and

**WHEREAS,** the Township Board of Supervisors wishes to formally accept and present the Township's Operating Budget to commence January 1, 2023, and end December 31, 2023, and establish the Millage Rate for 2023,

**NOW, THEREFORE,** be it resolved, Upper Uwchlan Township's 2023 Budget is adopted as follows:

| | |
|---|---|
| General Fund | $ 7,458,408 |
| Capital Reserve Fund | $ 1,314,483 |
| Solid Waste Fund | $ 1,161,004 |
| Water Resource Protection Program | $ 298,632 |
| Liquid Fuels Fund | $ 689,333 |
| Act 209 Traffic Impact Fund | -- |
| Sewer Fund | $ 318,928 |
| TOTAL | $ 11,240,788 |

**NOW, THEREFORE,** be it resolved, the Township's 2023 Millage Rate is established at **1.034** mils, consisting of **.784** mils for General Purposes and **.25** mils for Emergency Services; and the Township's 2023 Hydrant Tax is established at **.087** mils.

**HEREBY RESOLVED and ADOPTED,** this 19th day of December, 2022.

UPPER UWCHLAN TOWNSHIP
BOARD OF SUPERVISORS

_____
Sandra M. D'Amico, Chair

_____
Jennifer F. Baxter, Vice Chair

ATTEST:

_____
Andrew P. Durkin, Member

_____
Gwen A. Jonik, Township Secretary

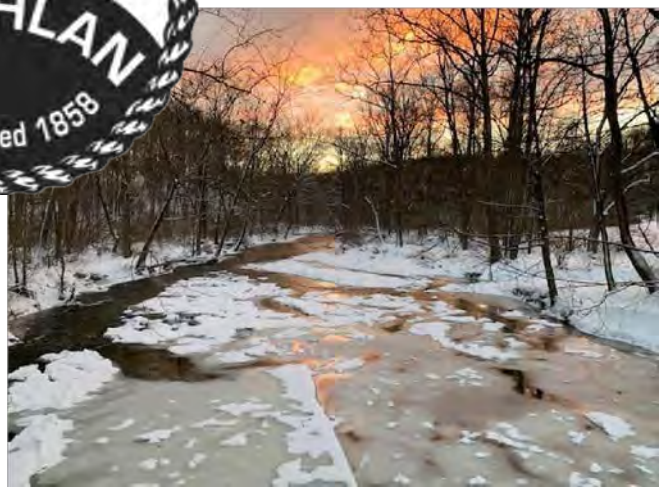
# Upper Uwchlan Township

County of Chester, Commonwealth of Pennsylvania









# 2023 Budget

**Table of Contents**


| | Page |
|---|---|
| **1. Executive Summary** | |
| Table of Contents | 1 |
| GFOA Distinguished Budget Presentation Award for 2022 | 3 |
| Township Manager's Budget Message | 4 |
| Top Questions Residents Ask | 7 |
| About Upper Uwchlan Township | 8 |
| Upper Uwchlan Township's Strategic Goals | 11 |
| Financial Overview of all Township Funds | 12 |
| Projected Changes in Fund Balances | 13 |
| Five Year Projected Cash Flow | 14 |
| Description of the Township's Fund Structure | 16 |
| Basis of Budgeting and Accounting | 18 |
| Budget Schedule | 21 |
| Organization Chart | 23 |
| Summary of Staff Positions | 24 |
| **2. General Fund** | |
| General Fund Budget Summary – Five Year Plan | 25 |
| Graph of General Fund Revenue by Source | 26 |
| Real Estate Tax Comparison Graph – Year to Year | 27 |
| Real Estate Tax Comparison Graph - By Entity | 28 |
| Financial Policies | 29 |
| Summary of Revenues | 51 |
| Fund Expenditures by Activity Graph | 55 |
| General Fund – Detailed Budget | 56 |
| Departmental Summaries: | |
| General Government | 67 |
| Executive | 72 |
| Audit | 80 |
| Tax | 81 |
| Legal | 83 |
| Technology | 84 |
| Engineering | 85 |
| Township Properties | 87 |
| Police | 88 |
| Codes | 97 |
| Planning & Zoning | 102 |
| Public Works | 103 |
| Parks | 112 |
| Other Services | |
| Fire and Ambulance | 116 |
| Other Services | 118 |

**Table of Contents, continued**

**3. Long-Term Debt**
Outstanding Debt Obligations 120
General Obligation Bonds – Series of 2019 and Series A of 2019 121
Debt Service – Series of 2019 124
Debt Service – Series A of 2019 125
**4. Solid Waste Fund**
Fund Summary 126
Solid Waste Fund Budget 131
**5. Capital Fund**
Fund Summary 132
Capital Fund Budget 134
Schedule of Proposed Capital Purchases 136
Capital Investment Plan 137
**6. Liquid Fuels Fund**
Fund Summary 138
Liquid Fuels Budget 139
**7. Water Resource Protection Fund**
Fund Summary 140
Water Resource Protection Fund Budget 143
**8. Sewer Fund**
Fund Summary 144
Sewer Fund Budget 145
**9. Act 209 Fund**
Fund Summary 146
Act 209 Budget 147
**10. Glossary** 148

GOVERNMENT FINANCE OFFICERS ASSOCIATION

# *Distinguished Budget Presentation Award*

**PRESENTED TO**

## Upper Uwchlan Township
## Pennsylvania

For the Fiscal Year Beginning

**January 01, 2022**

Christopher P. Morrill

**Executive Director**

# UPPER UWCHLAN TOWNSHIP

# MEMORANDUM

TO: Board of Supervisors

FROM: Tony Scheivert, Township Manager
Jill Bukata, Township Treasurer

RE: 2023 Budget Message

DATE: December 19, 2022

## 2023 Budget Message

**Introduction**

We are pleased to present the Township's 2023 budget. As is our practice, the budget has been prepared based on conservative revenue projections and more aggressive expense estimates while balancing the need to deliver core services to the community such as police, public works, building/codes, solid waste and recycling services, fire/emergency medical services, storm water management, traffic management, parks and recreation and planning and zoning.

Our Finance Department strives to employ GFOA "best practices" in our accounting policies and budgeting. We are proud to have received the GFOA Distinguished Budget Presentation Award for the past nine consecutive years and the GFOA Certificate of Achievement for Excellence in Financial Reporting for the past six consecutive years. These achievements are not the only evidence of the Township's dedication to strong financial and budgetary practices and transparency – Moody's cited it as a reason for upgrading our bond rating to Aa1 for the bonds that were issued in January, 2019. This is the highest rating that a Township of this size can obtain, and a higher rating benefits the Township in lower interest costs. We also have an on-line "dashboard" that can be viewed by the public at any time and shows balances in our accounting records on a real-time basis.

There are numerous factors that were considered in the preparation of the Budget – both short-term and long-term considerations were addressed.

Land approvals granted during 2022 slowed from previous years but we still expect to see more new homes built and occupied during 2023 especially at the Preserve at Marsh Creek over 55 development. The increase in homes was considered in estimating real estate and earned income tax revenues, transfer taxes, building permit fee and sold waste revenues. Accordingly, expenses for solid waste were increased to accommodate the increase in homes that will be served.

All of the short-term considerations were also included in long term projections. As a relatively small municipality, the Township plans about 3 – 5 years into the future. The majority of the Township's long-term goals rely on the availability, and success in being awarded, state or federal grant money to offset the costs of major capital projects. There is very little land left to be developed once current projects are completed. Other than needed improvements to our parks or other facilities, our projects tend be those mandated by federal or state regulations. The Township began work on a far-ranging plan for Storm

Water Management about 5 years ago. A separate Water Resource Protection Fund was funded in 2014 and consultants were hired to assist us in developing a plan to address this issue which is an unfunded mandate from the federal government to Pa. DEP. The Public Works department spends increasing amounts of time working on inlet repair, and other related projects.

**The Year 2022 in Review**

At the end of fiscal 2022, it is expected that the Township's General Fund will have an excess of revenues over expenditures of at least $1,500,000 before transfers to other funds and strong fund balances in all operating funds. Earned income tax revenue will end the year at least $700,000 over the 2022 budget. Real estate taxes and real estate transfer taxes combined will exceed budget by more than $200,000.

A significant but non-financial event was the retirement of the Township Police Chief who served the community for more than 36 years. A permanent replacement has not yet been named. Township staff continues to balance core service needs of the community with all costs of that delivery.

The Township received the second and final installment of American Rescue Plan Act (ARPA) Funds in September of 2022 in the amount of $620,708, with part of the funds being used for capital improvements to Township parks.

**The 2023 Budget**
**Revenue**

The major sources of revenue to the Township are the earned income tax (50.4%) and real estate property taxes. Earned income tax revenues in 2022 exceeded the 2023 budget and were increased 10% in the 2023 budget. We believe that we will meet or surpass this increase based on current trends.

Property tax revenues were increased slightly due to the increase in assessed valuation based upon increasing home values and the addition of new residential and commercial properties. The real estate property tax makes up approximately 14.7% of the Township's annual revenue. Other regular revenue sources include the real estate transfer tax of 8.2%, building permit fees of 6.3% and cable franchise fees of 2.4%. Revenue from the real estate transfer tax continues to trend upward on the strength of both re-sales and new residential/commercial development within the Township. Strong re-sale figures and new development in the Township is a testament to the easily recognizable quality of life in the community – our advantageous geography compared to close employment centers and the excellent Downingtown Area School District.

**Operating Budget**

The Township's 2023 General Fund operating budget totals **$7,458,408** before operating transfers used to fund capital projects in the community. This budget includes all operational costs for Township Administration, the Police Department, Public Works Department, Building/Codes Department, Park and Recreation, Fire and Emergency Services, General Planning and Zoning, and the operation of our various Boards and Commissions

**Liquid Fuels Budget**

The 2023 budget totals **$689,333.** This budget is used for snow/ice control and roadway repair and paving. The Public Works Department has set a goal to repair and re-pave Township roads every 18 years or approximately 2.7 miles of roadway annually. Revenue in the Liquid Fuels Fund is received from the Commonwealth of Pennsylvania based upon the Township's population and roadway miles. Revenues are expected to increase annually based on increases in population, added roadway miles through dedication and increased revenue from the 2014 transportation funding bill. The Township plans to spend $549,333 on road resurfacing in 2023. Funding will done entirely from the Liquid Fuels Fund cash reserves in 2023; in 2022 the cost was shared with the General Fund.

**Capital Fund Budget**

The 2023 Capital Fund budget is **$1,314,483.** Two projects are planned at Hickory Park: new fields for volleyball, T ball and pickle ball. We also plan to purchase two new police cars and additional equipment for the Public Works Department, including replacing the roller and paver.

**Closing**

Under the continued direction of our elected officials, and with the dedication of our volunteers, staff and our consultants, the Township continues to actively plan for the future, all the while delivering quality services to our community. The Township is, and will continue to be, financially healthy and sustainable in the long term. It is the goal of all of the dedicated members of Upper Uwchlan Township to continue to provide first rate municipal services while maintaining the long-term financial health of the Township. Continued vigilance and prudent decision making will ensure that this trend continues into the future.

## 2023 Budget – All Funds

| Fund | 2023 Budget | 2022 Budget | +/- (%) |
|---|---|---|---|
| General Fund | $7,458,408 | $7,926,874 | (5.9%) |
| Capital Reserve Fund | $1,314,483 | $1,076,595 | 22.1% |
| Solid Waste Fund | $1,161,004 | $1,131,685 | 2.6% |
| Water Resource Protection Fund | $298,632 | $514,314 | (41.9%) |
| Liquid Fuels Fund | $689,333 | $415,800 | 65.8% |
| ACT 209 Traffic Impact Fee Fund | - | - | - |
| Sewer Fund | $318,928 | $328,928 | 3.0% |
| | | | |

## TOP QUESTIONS RESIDENTS ASK

1. **How much will my real estate taxes be in 2023?**
    - The real estate taxes you pay to Upper Uwchlan Township of 1.034 mills will remain unchanged from 2022 and has not been increased since 2006. Chester County's adopted budget for 2022 included a county tax of 4.551 mills. The County has not yet adopted a budget for 2023.
    - The Downingtown Area School District increased their taxes by 3% for the 2022 – 2023 school year. Their new rate is 28.558 mils. So – total real estate taxes for properties in Upper Uwchlan Township is 34.143 mils.
2. **Who is collecting real estate taxes for the Township in 2023?**
    - The Township authorized the Chester County Treasurer's Office to collect Township taxes beginning January 1, 2021. Township real estate bills will be mailed in early February and contain multiple methods of making payment on the back of the bill. Please check the Township's website for further information.
    - Complete the rental form on the Township website, under "Parks and Facilities".
3. **We enjoyed the outdoor movie nights this summer. What other community events does the Township host?**
    - The Park and Recreation Board hosts a variety of community recreation events each year, including "Light Up Upper Uwchlan", which is an annual tree lighting, an Easter Egg event, and summer movie nights. Events are posted on the calendar at Upperuwchlan-pa.gov/calendar. If you have suggestions for future events, let the Park and Recreation Board know.
4. **Is there a place in the Township where we can play cricket?**
    - The Township does not have a proper cricket field, so some field users have made do playing the game on one of the Township's baseball fields. As potential improvements and renovations to Hickory Park are designed, the Township will explore the possibility of installing a cricket pitch.
5. **What does it mean that the Police Department is accredited?**
    - The guidelines for accreditation are very stringent; it must meet a rigorous set of standards and be reviewed on-site by several members of the accreditation committee of the Police Chief's Association. It means that our Police Department has met these standards in terms of hiring, training, process management, safety, etc. Of the nearly 1,200 law enforcement agencies in the Commonwealth of Pennsylvania only about 110 are accredited.
6. **Can I get another trash Toter?**
    - Yes, but since our focus is on reducing waste in the landfills, we strongly encourage recycling as many items as possible. Please read more in the Solid Waste Fund section. If you still need an additional Toter, there will be an additional $315.00 annual fee.

**ABOUT UPPER UWCHLAN TOWNSHIP……**



**Location of Chester County**
**shown in red on map of Pennsylvania**

Upper Uwchlan Township is one of 73 municipalities that comprise Chester County, Pennsylvania, located in the northern part of the county. Chester County was one of the three original Pennsylvania counties created by William Penn in 1682. *(Philadelphia and Bucks Counties are the other two).* Chester County is the highest-income county in Pennsylvania.

Historically, the location of Chester County, lying between Philadelphia and the Susquehanna River, attributed to its growth. The first road towards the "west" (meaning Lancaster County) passed through the central part of Chester County. This road became known as Lincoln Highway and later, US Route 30. It is still known today as Lancaster Avenue in most of the Chester County towns it runs through. The first railroad (which became the Pennsylvania Railroad) followed a similar route and the Reading railroad followed the Schuylkill River to Reading. Industry was concentrated along the rail lines. The availability of transportation allowed workers to commute to urban jobs and suburbs sprang up in rural areas.

Chester County has fertile soil; rich loam as deep as twenty-four inches thick together with a temperate climate have made it a major agricultural area. Although development in Chester County has increased, agriculture is still a major part of the county's economy. The number of horse farms is increasing and mushroom farming is a specialty in the southern portion of the county. Chester County is home to the famous Devon Horse Show and Radnor Hunt.

Upper Uwchlan Township was incorporated as a municipality in 1858. The Township contains 12.12 square miles. The main population center of the Township has grown surrounding the historic Eagle Tavern at the intersection of Route 100 and Little Conestoga Road. This area is known as the "Village of Eagle" and remains unincorporated. It is sometimes referred to as "Uwchland, which is the address of the closest Post Office. The name "Uwchland" was the result of a spelling error made by the Postal Service in the 1970's when it established the 19480 zip code. Much of the area uses a Chester Springs address which has a zip code of 19425.

Route 100 is the only main state route going through Upper Uwchlan Township; it traverses north to south. Route 401 skims the northeastern edge of the township and meets Route 100 in West Vincent Township. There is easy access to Philadelphia and King of Prussia with the Pennsylvania Turnpike/Interstate 76 which cuts through the township, crossing over Route 100 in the far southern section of the township. The Turnpike interchange is located in Uwchlan Township and is only a few minutes from the Village of Eagle. There is no public transportation within the Township.

**ABOUT UPPER UWCHLAN TOWNSHIP…..continued**

The 2020 census shows that there are 12,275 residents of the Township vs. 11,227 and 6,850 in the census' of 2010 and 2000, respectively. The Township experienced significant development during the first decade of this century. There are 4,395 residential dwellings in the Township with a median value of $442,300. This compares to a median value in Chester County of $357,100 and $180,200 in the Commonwealth of Pennsylvania.

The median family income in Upper Uwchlan Township in 2019 was $173,385 compared to $100,214 and $61,744 for Chester County and the Commonwealth of Pennsylvania, respectively. Whereas the County and Commonwealth experienced a small decrease in median family income since the last measurement period, Upper Uwchlan Township experienced a small increase. Township residents are well educated. High school graduates comprise 97.5% of the Township population; 71.1% have obtained a bachelor's degree or higher.

The ten largest employers in Upper Uwchlan provide approximately 1,900 jobs. Most businesses within the Township are small retail or professional offices.

Marsh Creek State Park is located in Upper Uwchlan and Wallace Townships. It is the location of the 535 acre man-made Marsh Creek Lake which was created when Marsh Creek was dammed in the early 1970's. It has an average depth of 40 feet (73 feet at its deepest); it is stocked with fish and is a stop for migrating waterfowl. Fishing and non-powered or electric powered boats are permitted. A portion of the Park is open to hunting. There are about 12 miles of trails available for equestrian use, hiking and mountain biking around the lake.

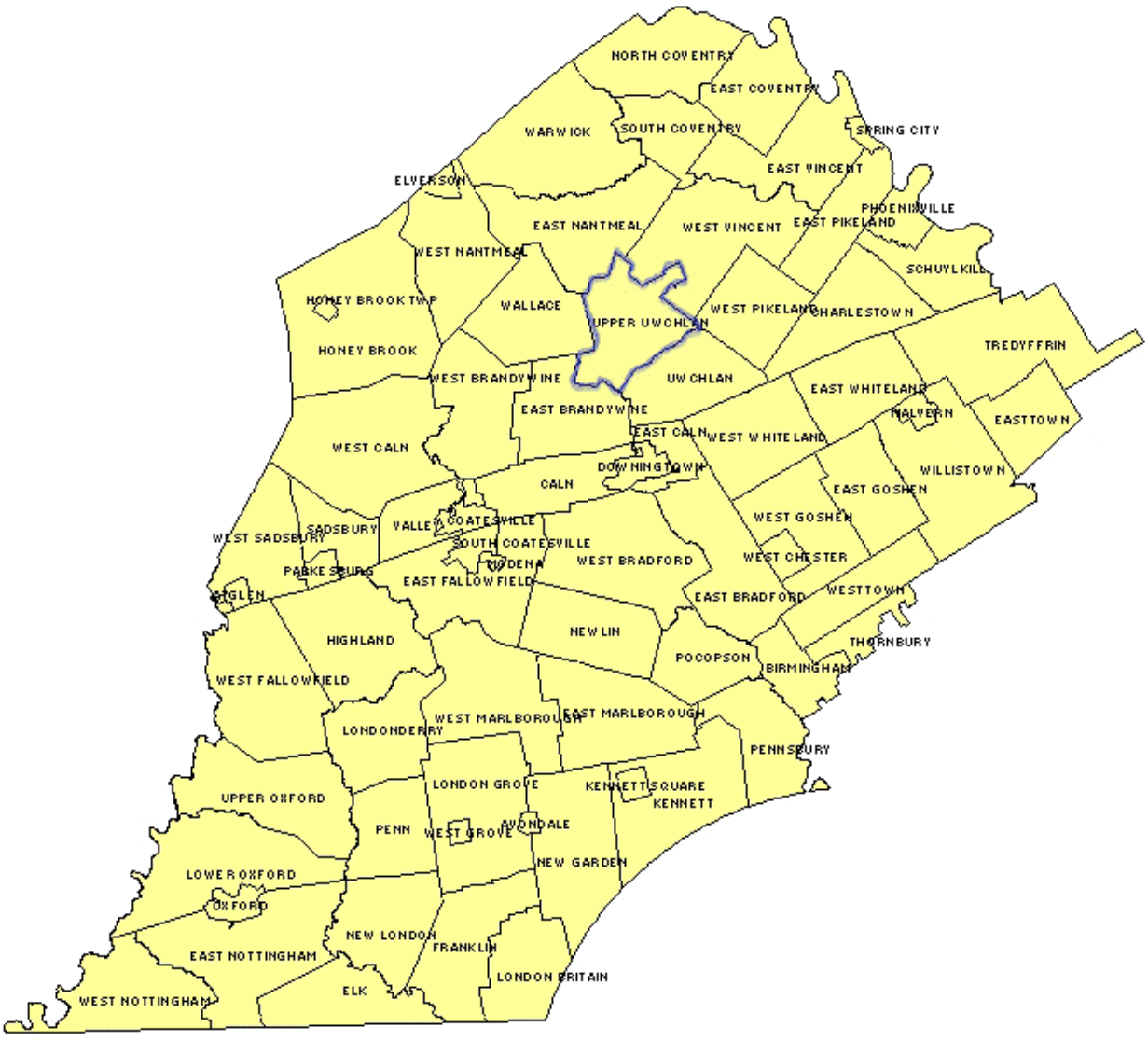
The Township owns over 90 acres of passive and active recreational land in four parks – Upland Farms (56 acres), Hickory Park (32 acres), Fellowship Fields (17 acres) and Larkins Field (7.2 acres*). Refer to the section on "Township Parks" for more information.*

Upper Uwchlan Township has its own police force and is served by four fire companies from surrounding Townships and three EMT organizations.

Each year, on the Saturday before Father's Day, the Township holds a "Block Party" during which a portion of Route 100 is closed to hold the event. Local vendors participate in this street fair and there are many activities for families with young children. Fireworks cap off the evening. *(Unfortunately, due to the COVID-19 pandemic, the Block Party was cancelled in 2020 and 2021 but a record turnout enjoyed the Block Party in 2022!)*

Please refer to the map of Chester County on the next page for the location of Upper Uwchlan Township in the northern central part of the county.

## MAP OF CHESTER COUNTY MUNICIPALITIES



## UPPER UWCHLAN TOWNSHIP'S STRATEGIC GOALS

***Health and Safety***

- Provide customer based, proactive, responsive law enforcement by an accredited law enforcement agency
- Maintain and support a high-quality emergency response system
- Continued investment in social and recreational opportunities for our residents
- Maintain the quality of life and the health, safety, and welfare through the administration of all applicable codes, regulations and standards to include, but not limited to: Township codes, building codes, the property management code, and the International Fire Code

***Thriving Local Economy***

- Invest in, maintain, and manage vehicular and pedestrian networks
- Encourage economic vitality through appropriate zoning, land development, and infrastructure improvement

***Protect Natural Resources and Systems – Marsh Creek and Pickering Creek Watersheds***

- Continue the public sanitary sewer expansion, as outlined in the Township's approved ACT 537 plan.
- Protect the local watershed by appropriately managing storm water infrastructure via the development and management of a Water Resource Protection program
- Continued collaboration on projects such as the Brandywine Creek Greenway

***Governance - Inclusive Government***

- Significantly increase citizen understanding, access to and participation in Upper Uwchlan Township local government
- Participation and dissemination of information via various social media outlets
- Become a vision and goal-driven organization that is accountable to the residents of the Township

***Effective and Efficient Township Services***

- Define levels of service for township services: benchmark services against comparable municipalities and scrutinize the current processes to maximize efficiency
- Become a vision and goal-driven organization that is accountable to the residents of the Township
- Protect and preserve investment in public facilities
- Continue to identify and employ technological advances to promote access, maximize efficiencies and increase productivity of employees

The Strategic Goals noted above were determined through the collaboration of the Board of Supervisors, Township staff and the various Boards and Commissions that represent the residents. Also taken into consideration are the public comments from the monthly Board of Supervisors and Planning Commission meetings.

**Upper Uwchlan Township**
**Budget - 2023**

**Budget Summary for 2023 - All Funds**

| | General Fund | Solid Waste Fund | Capital Fund | Act 209 Fund | Liquid Fuels Fund | Water Resource Protection Fund | Sewer Fund | Total |
|---|---|---|---|---|---|---|---|---|
| **Budgeted Revenues:** | | | | | | | | |
| Property taxes | $ 1,884,500 | | | | | | | $ 1,884,500 |
| Earned income taxes | 4,438,800 | | | | | | | 4,438,800 |
| Licenses and permits | 517,100 | | | | | | | 517,100 |
| Interest, dividends and rents | 57,000 | $ 1,600 | $ 10,000 | $ 1,000 | $ 7,000 | $ 600 | $ 1,000 | 78,200 |
| Intergovernmental revenues | 854,988 | 25,000 | 5,800 | - | 408,470 | - | - | 1,294,258 |
| Grant revenue | - | - | 100,000 | | | | | 100,000 |
| Charges for services/fees | 199,550 | 1,138,973 | - | - | - | - | 567,944 | 1,906,466 |
| Miscellaneous revenue/other | 270,500 | - | 5,000 | - | - | - | - | 275,500 |
| **Total Revenues** | 8,222,438 | 1,165,573 | 120,800 | 1,000 | 415,470 | 600 | 568,944 | 10,494,824 |
| **Budgeted Expenditures:** | | | | | | | | |
| Current: | | | | | | | | |
| General government | 1,532,015 | - | - | - | - | - | - | 1,532,015 |
| Public Safety | 4,026,611 | - | 182,840 | - | - | - | - | 4,209,451 |
| Health and welfare | 57,174 | - | 34,000 | - | - | - | - | 91,174 |
| Public works - highways and streets | 1,297,210 | - | 149,800 | - | 689,333 | 298,632 | - | 2,434,974 |
| Public works - sanitation | - | 1,076,004 | - | - | - | - | - | 1,076,004 |
| Culture and recreation | 530,398 | - | 775,198 | - | - | - | - | 1,305,596 |
| Other | 15,000 | - | (12,355) | - | - | - | (4,016) | (1,371) |
| Debt service: | | | | | | | | - |
| Principal | - | - | - | - | - | - | - | - |
| Interest | - | - | 185,000 | - | - | - | 322,944 | 507,944 |
| **Total Expenditures** | 7,458,408 | 1,076,004 | 1,314,483 | - | 689,333 | 298,632 | 318,928 | 11,155,787 |
| **Excess (Deficiency) of Revenues over (under) Expenditures** | 764,030 | 89,569 | (1,193,683) | 1,000 | (273,863) | (298,032) | 250,016 | (660,963) |
| **Other Financing Sources (Uses)** | | | | | | | | |
| Transfers in | - | - | 535,000 | - | - | 300,000 | - | 835,000 |
| Transfers out | 750,000 | 85,000 | - | - | - | - | - | 835,000 |
| Total Other Financing Sources (Uses) | (750,000) | (85,000) | 535,000 | - | - | 300,000 | - | - |
| **Net Change in Fund Balances** | 14,030 | 4,569 | (658,683) | 1,000 | (273,863) | 1,968 | 250,016 | (660,963) |
| **Fund Balances, Beginning of year (1/1/2023)** | 6,856,288 | 796,694 | 1,225,111 | 1,045,697 | 1,153,543 | 422,614 | 16,758,461 | 28,258,408 |
| **Fund Balances, End of Year (12/31/2023)** | **$ 6,870,318** | **$ 801,263** | **$ 566,428** | **$ 1,046,697** | **$ 879,680** | **$ 424,582** | **$ 17,008,477** | **$ 27,597,446** |

**Upper Uwchlan Township**
**Budget - 2023**

**Projected Changes in Fund Balances**

| | | General Fund | Solid Waste Fund | Capital Fund | Act 209 Fund | Liquid Fuels Fund | Water Resource Protection Fund | Sewer Fund | Total |
|---|---|---|---|---|---|---|---|---|---|
| **Fund Balance, December 31, 2021** | updated - 9/20/22 | $ 7,348,015 | $ 623,502 | $ 541,615 | $ 1,045,390 | $ 850,373 | $ 227,962 | $ 16,838,316 | $ 27,475,173 |
| Net income through Sept. 30, 2022 *(excludes transfers in/out)* | | 1,693,273 | 421,466 | (707,951) | 300 | 328,020 | (48,438) | (79,860) | 1,606,810 |
| Transfers through Sept. 30, 2022: | | | | | | | | | |
| To Capital Fund | | (1,500,000) | - | 1,500,000 | - | - | - | - | - |
| To Water Resource Protection Fund | | (245,000) | - | - | - | - | 245,000 | - | - |
| Planned transfers through Dec. 31, 2022 | | | | | | | | | |
| To Capital Fund | | - | (100,000) | 100,000 | - | - | - | - | - |
| To Capital Fund - debt reduction | | - | - | - | - | - | - | - | - |
| To Water Resource Protection Fund | | - | - | - | - | - | - | - | - |
| To Municipal Authority | | - | - | - | - | - | - | - | - |
| Projected net income (loss) - 4Q 2022 | | (440,000) | (148,274) | (208,553) | 7 | (24,850) | (1,910) | 5 | (823,575) |
| **Projected Fund Balance, December 31, 2022** | | **$ 6,856,288** | **$ 796,694** | **$ 1,225,111** | **$ 1,045,697** | **$ 1,153,543** | **$ 422,614** | **$ 16,758,461** | **$ 28,258,408** |
| **Fund Balance, December 31, 2022** | | 6,856,288 | 796,694 | 1,225,111 | 1,045,697 | 1,153,543 | 422,614 | 16,758,461 | 28,258,408 |
| Budgeted net income | | 764,030 | 89,569 | (1,193,683) | 1,000 | (273,863) | (298,032) | 250,016 | (660,963) |
| Transfers budgeted: | | | | | | | | | |
| To Capital Fund | | (450,000) | (85,000) | 535,000 | - | - | - | - | - |
| To Water Resource Protection Fund | | (300,000) | - | - | - | - | 300,000 | - | - |
| To Municipal Authority - construction | | - | - | - | - | - | - | - | - |
| **Projected Fund Balance, December 31, 2023** | | **$ 6,870,318** | **$ 801,263** | **$ 566,428** | **$ 1,046,697** | **$ 879,680** | **$ 424,582** | **$ 17,008,477** | **$ 27,597,446** |
| **Projected Change in Fund Balance** | | **$ 14,030** | **$ 4,569** | **$ (658,683)** | **$ 1,000** | **$ (273,863)** | **$ 1,968** | **$ 250,016** | **$ (660,963)** |
| **Percentage change in Fund Balance** | | **0.20%** | **0.57%** | **-53.77%** | **0.10%** | **-23.74%** | **0.47%** | **1.49%** | **-2.34%** |

**Fund Balance Retention:**

| | |
|---|---|
| General operating expenditures (budgeted) in 2023 (not including transfers) | 7,458,408 |
| **Fund balance retention - per policy at 35%** | **$ 2,610,443** |
| *(Fund balance must equal or exceed this amount)* | |

**UPPER UWCHLAN TOWNSHIP**
**2023 BUDGET**
**CASH FLOW PROJECTION**

| | Actual 2021 | Actual 9/30/2022* | Projected 12/31/2022 (3 months) | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| **General Fund** | | | | | | | | |
| **Beginning General Fund** | $ 6,622,423 | $ 7,577,819 | $ 8,055,694 | $ 7,615,694 | $ 7,629,724 | $ 7,939,066 | $ 8,248,313 | $ 8,628,456 |
| Accrual adjustment | 641,158 | 529,602 | - | - | - | - | - | - |
| Revenue | 9,123,757 | 7,159,096 | 1,100,000 | 8,222,438 | 8,119,714 | 8,212,766 | 8,303,628 | 8,395,838 |
| Expense | (6,569,175) | (5,465,823) | (1,540,000) | (7,458,408) | (7,310,372) | (7,503,519) | (7,723,485) | (7,947,911) |
| Transfer to Water Resource Protection Fu | - | (245,000) | - | (300,000) | - | - | - | - |
| Transfer to Capital - Turf Field cash | - | - | - | - | - | - | - | - |
| Transfer to Capital | (2,240,344) | (1,500,000) | - | (450,000) | (500,000) | (400,000) | (200,000) | - |
| **Ending General Fund Cash** | **7,577,819** | **8,055,694** | **7,615,694** | **7,629,724** | **7,939,066** | **8,248,313** | **8,628,456** | **9,076,383** |
| **Solid Waste Fund** | | | | | | | | |
| **Beginning Solid Waste Cash:** | 784,010 | 666,423 | 906,033 | 612,043 | 616,612 | 685,708 | 754,293 | 814,822 |
| Accrual adjustment | (131,084) | (181,856) | - | - | - | - | - | - |
| Revenue | 1,086,135 | 1,101,821 | 25,000 | 1,165,573 | 1,190,173 | 1,190,373 | 1,190,573 | 1,190,773 |
| Expense | (972,638) | (680,355) | (218,990) | (1,076,004) | (1,041,077) | (1,041,787) | (1,050,044) | (1,052,723) |
| Reduction of long term debt (4Q) | - | - | - | - | - | - | - | - |
| Transfer to Capital | (100,000) | | (100,000) | (85,000) | (80,000) | (80,000) | (80,000) | (80,000) |
| **Ending Solid Waste Fund Cash** | **666,423** | **906,033** | **612,043** | **616,612** | **685,708** | **754,293** | **814,822** | **872,871** |
| **Liquid Fuels** | | | | | | | | |
| **Beginning Liquid Fuels Cash:** | 752,594 | 855,249 | 1,184,220 | 1,159,370 | 885,507 | 953,217 | 1,030,927 | 1,118,637 |
| Accrual adjustment | (4,877) | 951 | - | - | - | - | - | - |
| Revenue | 388,864 | 402,568 | 150 | 415,470 | 432,710 | 442,710 | 452,710 | 462,710 |
| Expense | (281,332) | (74,548) | (25,000) | (689,333) | (365,000) | (365,000) | (365,000) | (365,000) |
| Transfer from General Fund | - | - | - | - | | - | - | - |
| **Ending Liquid Fuels Fund Cash** | **855,249** | **1,184,220** | **1,159,370** | **885,507** | **953,217** | **1,030,927** | **1,118,637** | **1,216,347** |
| **Act 209 Fund** | | | | | | | | |
| **Beginning Act 209 Fund Cash:** | 1,026,143 | 1,045,390 | 1,045,690 | 1,045,697 | 1,046,697 | 1,047,697 | 1,048,697 | 1,049,697 |
| Accrual adjustment | 18,672 | - | - | - | - | - | - | - |
| Revenue | 575 | 300 | 7 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| Transfer from Capital Fund | - | - | - | - | - | - | - | - |
| Expense | - | - | - | - | - | - | - | - |
| **Ending Act 209 Fund Balance Cash** | **1,045,390** | **1,045,690** | **1,045,697** | **1,046,697** | **1,047,697** | **1,048,697** | **1,049,697** | **1,050,697** |
| **Water Resource Protection Fund** | | | | | | | | |
| **Beginning Storm Water Mgt Fund Cash:** | 29,922 | 216,941 | 434,473 | 432,563 | 734,531 | 914,530 | 1,468,118 | 2,018,902 |
| Accrual adjustment | (11,688) | 11,269 | - | - | - | - | - | - |
| Revenue | 290,497 | 254,740 | 90 | 300,600 | 377,820 | 754,140 | 754,140 | 754,140 |
| Expense | (91,790) | (48,477) | (2,000) | (298,632) | (197,821) | (200,552) | (203,356) | (206,236) |
| Transfer from General Fund | | - | - | 300,000 | - | - | - | - |
| Transfer from Municipal Authority | - | - | - | - | - | - | - | - |
| **Ending Water Resource Protection Fund** | **216,941** | **434,473** | **432,563** | **734,531** | **914,530** | **1,468,118** | **2,018,902** | **2,566,806** |
| **Sewer Fund** | | | | | | | | |
| **Beginning Sewer Fund Cash:** | 106,857 | 106,423 | 105,954 | 105,459 | 106,959 | 108,459 | 109,959 | 111,459 |
| Accrual adjustment | 9,587 | 81,999 | - | - | - | - | - | - |
| Purchase of capital assets | - | - | - | - | - | - | - | - |
| Bond issuance costs | - | - | - | - | - | - | - | - |
| Principal pay'ts Bonds-Series of 2019 | (30,000) | - | (30,000) | (30,000) | (35,000) | (35,000) | (35,000) | (35,000) |
| Principal pay'ts Bonds-Series A of 2019 | (220,000) | - | (215,000) | (215,000) | (220,000) | (220,000) | (225,000) | (235,000) |
| Interest income | 66 | 31 | 5 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| Interest expense | (332,527) | (245,995) | (163,997) | (322,944) | (318,819) | (314,469) | (309,019) | (303,119) |
| Revenue - from Municipal Authority | 572,940 | 163,996 | 408,997 | 567,944 | 573,819 | 569,469 | 569,019 | 573,119 |
| Other cash receipts | - | - | - | - | - | - | - | - |
| Misc. Expense | (500) | (500) | (500) | (500) | (500) | (500) | (500) | (500) |
| Transfer from General Fund | - | - | - | - | - | - | - | - |
| Transfer (to)/from Municipal Authority | - | - | - | - | - | - | - | - |
| **Ending Sewer Fund Balance Cash** | **106,423** | **105,954** | **105,459** | **106,959** | **108,459** | **109,959** | **111,459** | **112,959** |

**UPPER UWCHLAN TOWNSHIP**
**2023 BUDGET**
**CASH FLOW PROJECTION**

| | Actual 2021 | Actual 9/30/2022* | Projected 12/31/2022 (3 months) | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|---|---|
| **Capital Fund** | | | | | | | | |
| **Beginning Capital Fund Cash:** | 1,353,644 | 752,068 | 1,325,986 | 825,986 | 639,948 | 1,134,948 | 1,529,948 | 1,734,948 |
| Accrual adjustment | 356,574 | (353,902) | - | - | - | - | - | - |
| Proceeds of GO Bonds - Series of 2019 | - | - | - | - | - | - | - | - |
| Debt issuance costs - 2019 Bonds | (409,958) | - | - | - | | | | |
| Other Financing Sources | - | 17,689 | - | - | - | - | - | - |
| Transfers from/(to): | | | | | | | | |
| General Fund | 1,500,000 | 1,500,000 | - | 450,000 | 500,000 | 400,000 | 200,000 | - |
| General Fund - Turf Field Replacement | 291,447 | - | - | - | - | - | - | - |
| General Fund - Upland Sewer | 203,897 | - | - | - | - | - | - | - |
| Solid Waste | 100,000 | - | 100,000 | 85,000 | 80,000 | 80,000 | 80,000 | 80,000 |
| Act 209 Fund | - | - | - | - | - | - | - | - |
| Sale of fixed assets | 30,409 | 43,900 | - | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| Interest | 705 | 136 | - | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Other income | - | 17,689 | - | 5,800 | - | - | - | - |
| Township properties: | | | | | | | | |
| Township building | (315) | (5,990) | - | - | (5,000) | (5,000) | (5,000) | (5,000) |
| Public Works building | - | (18,615) | - | - | - | - | - | - |
| Milford Road property | - | (18,615) | - | - | - | - | - | - |
| Township - general items | - | - | - | - | (5,000) | (5,000) | (5,000) | (5,000) |
| Police Vehicles | (52,439) | (156,052) | - | (182,840) | (50,000) | (50,000) | (40,000) | (40,000) |
| Police - Other Capital Purchases | - | - | - | - | - | - | - | - |
| Purchase Codes Dept. vehicle | - | (30,517) | - | (34,000) | - | - | - | - |
| Public Works Equipment/truck | (205,106) | (195,448) | - | (149,800) | - | - | - | - |
| Parks: | | | | | | | | |
| General | - | (720) | - | (25,198) | (15,000) | (15,000) | (15,000) | (15,000) |
| Hickory Park | - | | - | (500,000) | (5,000) | (5,000) | (5,000) | (5,000) |
| Fellowship Fields | - | (10,000) | - | - | (15,000) | (15,000) | (15,000) | (15,000) |
| Upland Farms | (2,416,790) | (205,732) | (600,000) | 200,000 | (5,000) | (5,000) | (5,000) | (5,000) |
| Larkins Field | - | - | - | - | - | - | - | - |
| Eagle Crossroads | - | - | - | | - | - | - | - |
| Trails | - | (1,155) | - | (50,000) | - | - | - | - |
| Eagle Village Trail Extension | - | - | - | - | - | - | - | - |
| Lyndell Road Bridge | - | - | - | - | - | - | - | - |
| Traffic Signals | - | (8,750) | - | - | - | - | - | - |
| Emergency Management | - | - | - | - | - | - | - | - |
| Principal on GO Bonds-Series of 2019 | - | - | (220,000) | (225,000) | (235,000) | (240,000) | (245,000) | (255,000) |
| Interest on GO Bonds-Series of 2019 | - | (142,875) | (47,625) | (185,000) | (178,250) | (171,200) | (164,000) | (154,200) |
| **Ending Capital Fund Cash** | **752,068** | **1,325,986** | **825,986** | **639,948** | **1,134,948** | **1,529,948** | **1,734,948** | **1,739,948** |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Beginning Cash UUT | 10,538,814 | 10,896,949 | 12,517,623 | 11,258,790 | 10,818,488 | 11,760,636 | 12,612,179 | 13,346,560 |
| Ending Cash UUT | 10,896,949 | 12,517,623 | 11,258,790 | 10,818,488 | 11,760,636 | 12,612,179 | 13,346,560 | 13,956,247 |

## DESCRIPTION OF THE TOWNSHIP'S FUND STRUCTURE

Upper Uwchlan Township uses several Funds to account for its fiscal transactions. Each Fund is a separate accounting and reporting entity. As such, its assets will equal the total of its liabilities and fund balance (also known as net assets or equity). In governmental accounting, funds are classified as **governmental funds**, **proprietary funds** or **fiduciary funds**.

Governmental funds account for the activities of the Township that are not considered proprietary (business-type) or fiduciary. There are two types of proprietary funds – enterprise funds and internal service funds. The Township's proprietary funds are **enterprise funds** - they operate in a manner similar to a private business. Their intent is to recover the costs of providing services to the general public on a continuing basis through user fees. Fiduciary funds account for "other people's money" that the Township is responsible for. The Township does not have any internal service funds at this time.

The budgetary funds and their descriptions are as follows:

*GOVERNMENTAL FUNDS*

**General Fund** – The *General Fund* is the Township's main operating fund. The *General Fund* is used to account for and report all financial resources not accounted for and reported in another fund, either by law or Generally Accepted Accounting Principles (GAAP). All of the Township's real estate property taxes and earned income tax revenues are receipted into the *General Fund*. The majority of Township expenditures are made from the General Fund, including salaries and all employment benefits for Township employees.

**Solid Waste Fund** – The *Solid Waste Fund* is a special revenue fund which is used to account for all revenues and expenses related to the collection of trash and recycling in the Township. This Fund was created on January 1, 2012 and was separated from the General Fund at that time. The main source of revenue consists of solid waste payments made by residents. The primary expenditures are payments made for trash and recycling collection, as well as payments made to the Chester County Solid Waste Authority for tipping fees for disposal of solid waste at its location.

**Capital Projects Fund** – The *Capital Projects Fund* is a governmental fund that is used to account and report on financial resources that are restricted, committed or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets. The *Capital Projects Fund* receives its revenue from inter-fund transfers from the General Fund and/or Solid Waste Fund or from grants. Payments on the Township's debt are made from the *Capital Projects Fund.*

*NON-MAJOR GOVERNMENTAL FUNDS*

**Liquid Fuels Fund** – The *Liquid Fuels Fund* is a special revenue fund which is used to account for all revenues and expenses related to Liquid Fuels receipts from the Commonwealth of Pennsylvania. The *Liquid Fuels Fund* is restricted by statute; it can only be used for specific expenses related to the maintenance of roads within the Township. All revenues, except for interest, are received from the Commonwealth from a formula based on the mileage of Township roads and the population of the Township.

**Water Resource Protection Fund** – originally named *The Storm Water Management Fund,* this Fund was established in 2014 to account for expenses associated with managing, improving and repairing storm water infrastructure throughout the Township.

**Act 209 Fund –** The *Act 209 Fund* is a special revenue fund which is used to account for all revenues and expenses relating to traffic flow improvement within the Township. All revenues are received from Act 209 Traffic Impact fees for land development projects and from the Commonwealth of Pennsylvania through applicable grants. Expenditures are made for road and bridge improvements as part of the Traffic Impact Project. This fund is legally restricted.

*PROPRIETARY FUNDS*

**Sewer Fund** – The *Sewer Fund* was established in 2014 and reports the resources necessary for the operations of the Upper Uwchlan Township Municipal Authority ("Municipal Authority"). The capital assets used by the Municipal Authority in its business (sewer treatment plants, land, pump stations, etc.) are owned by the Township and are leased to the Sewer Authority. In 2014, Upper Uwchlan Township issued General Obligation bonds to finance the construction of Phase II of the Route 100 Wastewater Treatment Plant. The proceeds of the bond offering and all related liabilities and payments to bond holders are recorded in the Sewer Fund.

**Sewer Authority** – The *Sewer Authority* accounts for the activities of the Upper Uwchlan Township Municipal Authority which operates the Township's sewer system. As stated above, the capital assets used to operate the sewer system are owned by Upper Uwchlan Township and are leased to the Municipal Authority. The Municipal Authority has a separate five member Board; members are appointed by the Upper Uwchlan Township Board of Supervisors. The budget for the Municipal Authority is not included in this document as it is a separate, stand-alone organization which issues its own set of annual audited financial statements.

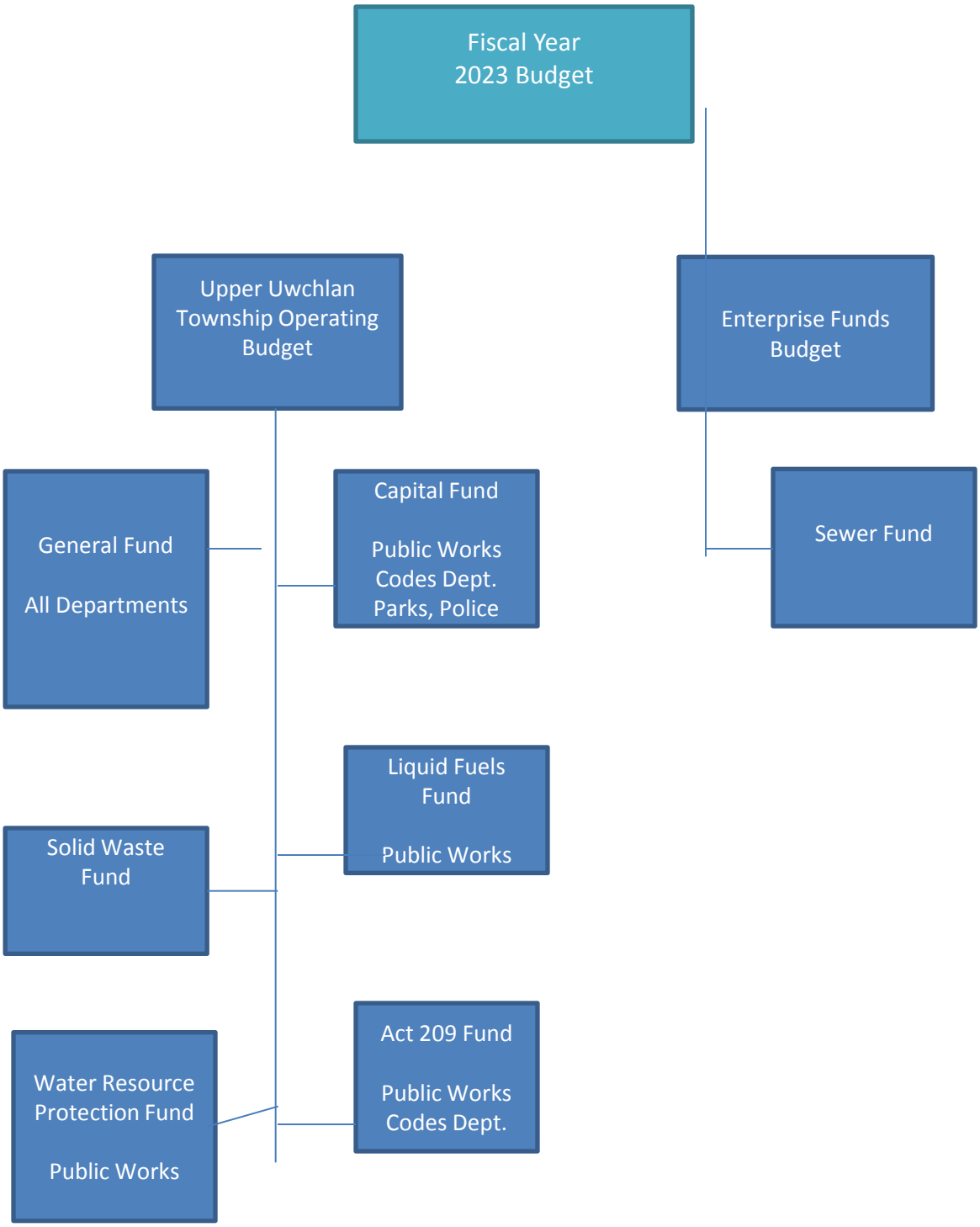
*FIDUCIARY FUNDS*

**Developer's Escrow Fund** – For large projects, the Township requires developer's to deposit cash with the Township to pay for costs the Township will incur during the process of approving plans for the development. These costs normally consist of consulting fees for engineers or other experts and attorney fees. At the conclusion of the project, any unused funds on deposit are returned to the developer. The *Developer's Escrow Fund* is not included in this budget document. It is included in the annual audited Upper Uwchlan Township Basic Financial Statements.

The Township also has two fiduciary funds – the **Police Pension Plan** and the **Non-Uniform Pension Plan**. ("the plans"). Both plans are managed by an outside administrator and are in the custody of a bank; both were chosen by the Pension Committee (see note below) and approved by the Board of Supervisors. The plans are audited annually and separate audited financial statements are issued. They are not included in this budget document, but are included in the Upper Uwchlan Township Basic Financial Statements.

Note – The Pension Committee members include: one member of the Board of Supervisors, the Township Manager, Township Treasurer, Chief of Police and two members of the Police Department.

# UPPER UWCHLAN TOWNSHIP
# RELATIONSHIP BETWEEN FUNDS AND DEPARTMENTS




This chart shows the departments that primarily provide services to each of the Township Funds. The General Government and Executive departments are involved with all of them.

# BASIS OF ACCOUNTING AND BUDGETING

## Basis of Budgeting

All of the funds are budgeted using the modified accrual method of accounting. Modified accrual accounting recognizes revenues when they become measurable and available. **Measurable** means that the dollar amount of the transaction is known. **Available** means that it is collectible within the current period, or soon enough after the end of the current period to pay liabilities of the current period. For this purpose, the Township considers revenues to be available if they are collected within 30 days of the reporting period. Expenditures are generally recorded when a liability is incurred. An exception to this applies to debt service payments and compensated absences which are recorded only when a payment is due.

## Accounting Basis

The basis of accounting refers to when revenues and expenditures or expenses are recorded in the accounting records and reported in the financial statements. The Township's basis of accounting is the same as that used for budgeting. Exceptions are as follows:

- Depreciation and amortization, which are considered expenses on the modified accrual basis of accounting are ignored under the budget basis because these items do not require an expenditure of funds. They are not included in the Township's General Fund and all other budgets except the Sewer Fund budget.
- Compensated absences are not budgeted, but will be reflected in the annual financial statements as an expense and liability.
- Principal debt payments are budgeted as an expense in the Capital Fund and are adjusted at year-end against the liability.

## BUDGET SCHEDULE

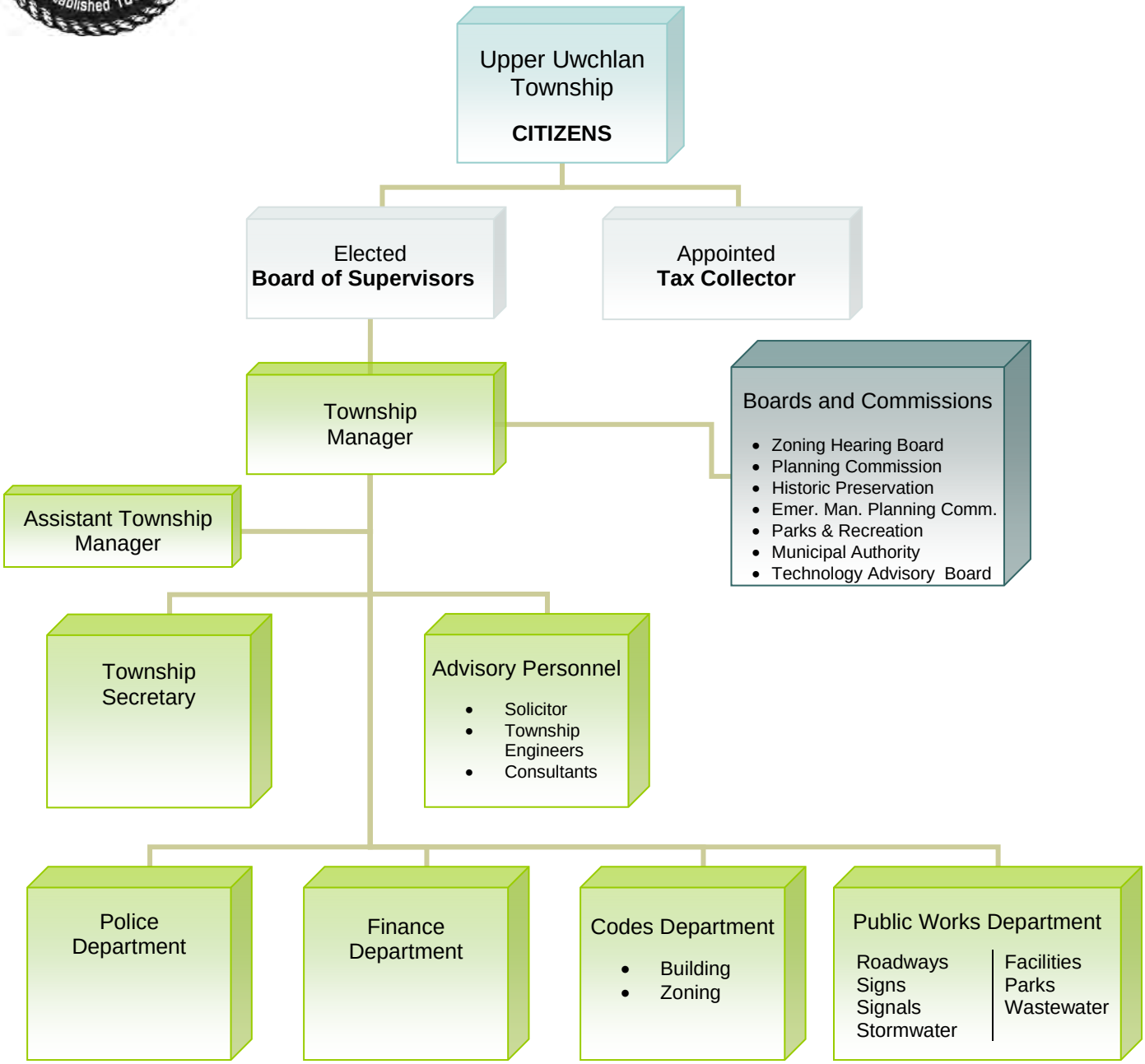
| Activity | Recommended Date | Date Required by Statute |
|---|---|---|
| Department heads review 2022 actuals in preparation for 2023 budget meetings | August 24, 2022 | |
| Department heads notify Treasurer and Township Manager of any large increases they are submitting in the 2023 Budget (ie – personnel, capital) | August 31, 2022 | |
| Treasurer prepares initial budget worksheet:<br>• Estimates revenue based on current year actuals and prior year trends<br>• Estimates salary and benefits based on current staffing levels | August 31, 2022 | |
| Department heads submit data for 2023/2022 actual performance measures | September 8, 2022 | |
| Department heads meet with Township Manager and Treasurer to review goals for 2023 | September 20, 2022 | |
| Treasurer incorporates requests from department heads into budget and updates minor expense line items | September 28, 2022 | |
| Capital budget items are reviewed | October 6, 2022 | |
| Treasurer prepares and delivers the initial 2023 Budget package to the Board of Supervisors for their review | October 11, 2022 | |
| Initial presentation of the 2023 Budget to the Board of Supervisors for the following departments:<br>*Police*<br>*Codes*<br>*Public Works*<br>*Solid Waste Fund*<br>*Liquid Fuels Fund*<br>*Parks* | October 11, 2022<br>(public Workshop) | |

| | | |
|---|---|---|
| **Activity** | **Recommended Date** | **Date Required by Statute** |
| The following departments present their budgets to the Board of Supervisors:<br>*General Government*<br>*Executive*<br>*Audit & Tax*<br>*Legal and Computer*<br>*Engineering*<br>*Township Properties*<br>*Planning and Zoning*<br>*Commissions*<br>*Other Services*<br>*Long Term Debt*<br>*Capital Fund*<br>*Water Resource Protection Fund*<br>*Sewer Fund*<br>*Act 209 Fund* | November 8, 2022 | |
| Township Manager requests Supervisors to authorize advertising the budget | November 15, 2022 (public workshop) | |
| Budget is advertised in the Daily Local News as required by Pa. Statute *(20 business days prior)* | November 17, 2022 | November 17, 2022 |
| Supervisors discuss budget, request any final changes (if necessary) | December 13, 2022 | |
| Township Manager presents the final budget to the Supervisors and recommends voting to accept it | December 19, 2022 (public meeting) | December 31, 2022 |

Process for Budget Amendments

The Second Class Township Code of Pennsylvania permits an Adopted Budget to be re-opened and revised during the month of January following the election of any new member of the Board of Supervisors. The amended Budget must be advertised to provide the public with ten (10) days to inspect and review the new Budget prior to its legal adoption. Any amended budget must be adopted by the Board of Supervisors on or before the fifteenth (15th) day of February. The budget may be amended at any time during the year.

# UPPER UWCHLAN TOWNSHIP
# ORGANIZATIONAL CHART




EMS and Fire services are provided by the following agencies: Uwchlan Ambulance (Station 87), Lionville Fire Department (Station 47), Ludwig's Corner Fire Department (Station 73), East Brandywine Fire Department (Station 49), and the Glenmoore Fire Department (Station 48)

## SUMMARY OF STAFF POSITIONS

| | 2023 | 2022 | 2021 |
|---|---|---|---|
| **Full Time:** | | | |
| Executive | 6 | 6 | 6 |
| Codes Department | 3 | 3 | 3 |
| Police Department | 15 | 15 | 12 |
| Public Works Department | 7 | 7 | 7 |
| Public Works – Facilities | 3 | 3 | 3 |
| **Total** | **34** | **34** | **31** |
| | | | |
| **Part Time/Seasonal:** | | | |
| Executive | 1 | 0 | 0 |
| Codes Department | 0 | 0 | 0 |
| Police Department | 1 | 2 | 2 |
| Public Works Department | 0 | 0 | 0 |
| Public Works – Facilities * | 0 | 0 | 0 |
| **Total** | **2** | **2** | **2** |

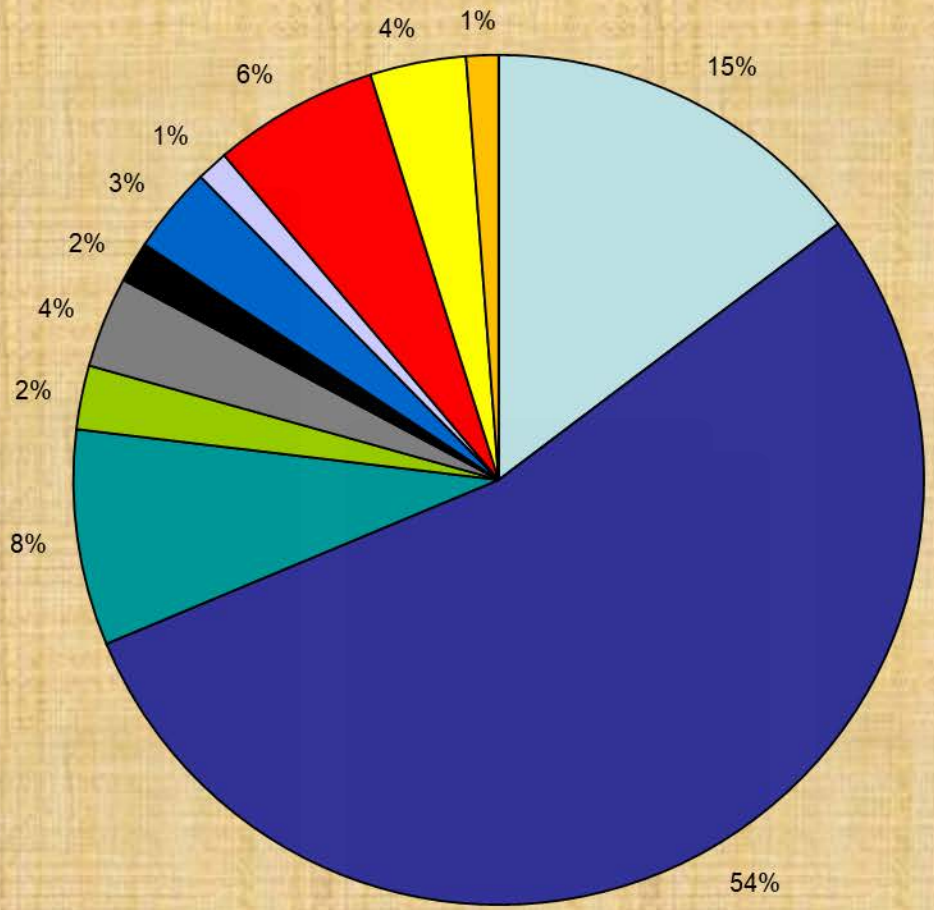
*Statistics are as of the end of each year presented. The Public Works Department hires three to four seasonal workers during the summer months – usually May through September - to maintain the grass in the Township parks and near roadways. They are not included in the numbers presented above because they are not employed on December 31.*

More detailed information on staffing is provided in each of the above departmental summaries.

**UPPER UWCHLAN TOWNSHIP**
**2023 BUDGET SUMMARY - GENERAL FUND**

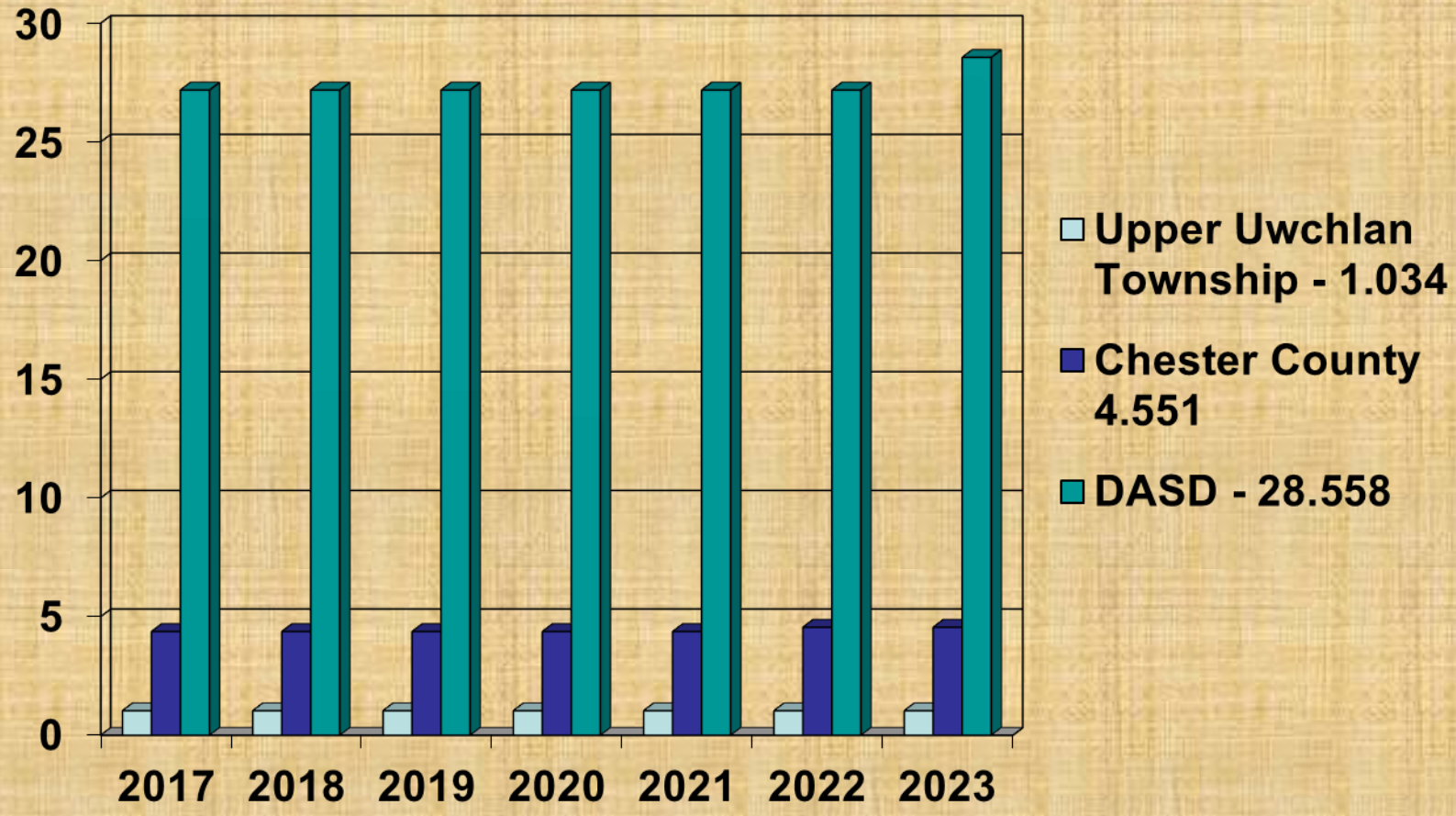
| | Actual 2020 | Actual 2021 | Budget 2021 | Actual YTD 9/30/22 | Budget 2022 | Budget 2023 | $ Inc/(Dec) 22 Budget | % Inc/(Dec) | Budget 2024 | Budget 2025 | Budget 2026 | Budget 2027 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **INCOME** | | | | | | | | | | | | |
| **Total 301 PROPERTY TAXES** | 1,102,181 | 1,092,549 | 1,008,100 | 1,181,926 | 1,055,100 | 1,144,000 | 88,900 | 8% | 1,119,000 | 1,124,000 | 1,124,000 | 1,124,000 |
| **Total 301.7 HYDRANT TAX** | 67,030 | 67,991 | 65,000 | 391 | 65,000 | 65,500 | 500 | 1% | 66,500 | 66,500 | 66,500 | 66,500 |
| **Total 310 EARNED INC & TRANSFER TAX** | 4,801,964 | 5,912,474 | 4,465,636 | 4,433,556 | 4,694,240 | 5,113,800 | 419,560 | 9% | 5,202,576 | 5,293,128 | 5,385,490 | 5,479,700 |
| **Total 320 PERMITS** | 723,001 | 754,467 | 442,100 | 493,692 | 517,100 | 517,100 | - | 0% | 552,100 | 552,100 | 552,100 | 552,100 |
| **Total 321 CABLE FRANCHISE FEES** | 213,407 | 203,214 | 220,000 | 150,618 | 210,000 | 200,000 | (10,000) | -5% | 198,000 | 196,000 | 194,000 | 192,000 |
| **Total 331 FINES/394 POLICE ACTIVITY** | 59,813 | 66,185 | 50,500 | 55,203 | 50,500 | 57,500 | 7,000 | 14% | 57,500 | 57,500 | 57,500 | 57,500 |
| **Total 341 INTEREST EARNNGS** | 54,363 | 29,128 | 35,000 | 21,824 | 33,000 | 33,000 | - | 0% | 33,000 | 33,000 | 33,000 | 33,000 |
| **Total 342 RENTS & ROYALTIES** | 24,000 | 24,000 | 24,000 | 18,000 | 24,000 | 24,000 | - | 0% | 24,000 | 24,000 | 24,000 | 24,000 |
| **Total 354 GRANTS** | 465 | 203,266 | - | - | 618,752 | 300,000 | (318,752) | -52% | 100,000 | 100,000 | 100,000 | 100,000 |
| **Total 355/356 INTERGOVERNMENTAL REVENUES** | 308,285 | 294,513 | 302,600 | 341,073 | 282,600 | 284,300 | 1,700 | 1% | 284,300 | 284,300 | 284,300 | 284,300 |
| **Total 361 CHARGES FOR SERVICE/FEES** | (4,677) | 84,152 | 88,850 | 71,714 | 98,850 | 98,850 | - | 0% | 98,350 | 98,350 | 98,350 | 98,350 |
| **Total 367 CULTURE & RECREATION** | 43,442 | 87,238 | 85,700 | 100,914 | 90,700 | 100,700 | 10,000 | 11% | 100,700 | 100,200 | 100,700 | 100,700 |
| **Total 380 MISC INCOME** | 1,089,485 | 43,166 | 8,000 | 32,295 | 8,000 | 13,000 | 5,000 | 63% | 13,000 | 13,000 | 13,000 | 13,000 |
| **Total 392 INTERFUND TRANSFER** | 245,253 | 281,554 | 264,736 | 257,890 | 272,707 | 270,688 | (2,019) | -1% | 270,688 | 270,688 | 270,688 | 270,688 |
| **Total Income** | **8,728,012** | **9,143,897** | **7,060,222** | **7,159,096** | **8,020,549** | **8,222,438** | **201,889** | 3% | **8,119,714** | **8,212,766** | **8,303,628** | **8,395,838** |
| **EXPENSES** | | | | | | | | | | | | |
| **Total 400 GENERAL GOVERNMENT** | 79,578 | 389,841 | 73,287 | 75,330 | 78,207 | 86,148 | 7,941 | 10% | 86,148 | 86,148 | 86,148 | 86,148 |
| **Total 401 EXECUTIVE** | 753,868 | 809,371 | 802,042 | 608,248 | 839,941 | 818,119 | (21,822) | -3% | 840,304 | 863,412 | 888,800 | 915,091 |
| **Total 402 AUDIT** | 30,900 | 24,700 | 23,700 | 24,700 | 25,700 | 25,700 | - | 0% | 26,700 | 27,700 | 28,700 | 28,700 |
| **Total 403 TAX COLLECTION** | 11,630 | 15,265 | 8,500 | 8,283 | 12,900 | 12,900 | - | 0% | 12,900 | 12,900 | 12,900 | 12,900 |
| **Total 404 LEGAL** | 58,662 | 69,275 | 55,000 | 60,688 | 60,000 | 60,000 | - | 0% | 60,000 | 60,000 | 60,000 | 60,000 |
| **Total 407 COMPUTER** | 122,507 | 133,642 | 141,480 | 95,911 | 160,000 | 163,121 | 3,121 | 2% | 153,121 | 153,121 | 153,121 | 153,121 |
| **Total 408 ENGINEERING** | 69,018 | 124,723 | 169,500 | 84,182 | 788,252 | 169,500 | (618,752) | -78% | 194,500 | 194,500 | 194,500 | 194,500 |
| **Total 409 TOWNSHIP PROPERTIES** | 216,879 | 165,229 | 187,102 | 121,567 | 186,123 | 198,953 | 12,830 | 7% | 193,453 | 193,453 | 193,453 | 193,453 |
| **Total 410 POLICE EXPENSES** | 2,319,097 | 2,462,025 | 2,413,496 | 2,063,378 | 2,779,019 | 3,083,928 | 304,909 | 11% | 3,055,782 | 3,168,574 | 3,297,276 | 3,434,443 |
| **Total 411-412 FIRE & AMBULANCE** | 534,246 | 370,618 | 378,137 | 589,880 | 613,808 | 504,770 | (109,038) | -18% | 479,770 | 479,770 | 479,770 | 479,770 |
| **Total 413 CODES ADMINISTRATION** | 374,109 | 341,821 | 350,701 | 261,048 | 364,965 | 417,602 | 52,637 | 14% | 429,799 | 445,615 | 467,922 | 483,874 |
| **Total 414 PLANNNIG & ZONING** | 3,670 | 16,600 | 39,300 | 41,709 | 89,300 | 89,300 | - | 0% | 18,300 | 18,300 | 18,300 | 18,300 |
| **Total 415/422/456 EMERGENCY OPERATIONS/OTHER** | 37,141 | 37,736 | 64,828 | 30,135 | 64,967 | 65,024 | 57 | 0% | 44,667 | 44,815 | 44,967 | 45,123 |
| **Total 433 SIGNS** | 4,686 | 5,307 | 6,000 | 9,561 | 6,000 | 6,000 | - | 0% | 6,000 | 6,000 | 6,000 | 6,000 |
| **Total 434 SIGNALS** | 24,550 | 43,656 | 35,200 | 8,185 | 35,200 | 35,200 | - | 0% | 25,000 | 25,000 | 25,000 | 25,000 |
| **Total 438 PUBLIC WORKS** | 856,967 | 1,194,165 | 1,286,473 | 1,050,851 | 1,310,754 | 1,176,744 | (134,010) | -10% | 1,214,829 | 1,255,112 | 1,297,530 | 1,342,388 |
| **Total 454 PARK & RECREATION** | 323,444 | 381,424 | 460,579 | 330,898 | 491,979 | 530,398 | 38,419 | 8% | 465,598 | 465,598 | 465,598 | 465,598 |
| **Total 459 HISTORICAL COMMISSIONS/EAC** | 1,177 | 3,435 | 5,000 | 1,357 | 5,000 | 15,000 | 10,000 | 200% | 13,500 | 13,500 | 13,500 | 13,500 |
| **Total Expenses before Operating Transfers** | 5,822,129 | 6,588,832 | 6,500,325 | 5,465,911 | 7,912,115 | 7,458,408 | (453,707) | -6% | 7,320,372 | 7,513,519 | 7,733,485 | 7,957,911 |
| **Net Income before Operating Transfers** | 2,905,883 | 2,555,065 | 559,897 | 1,693,185 | 108,434 | 764,030 | 655,596 | 605% | 799,342 | 699,247 | 570,143 | 437,927 |
| **Total Operating Transfers** | (1,518,000) | (2,240,344) | (818,000) | (1,745,000) | (1,145,000) | (750,000) | 395,000 | -34% | (500,000) | (400,000) | (200,000) | - |
| **Total Expenditures** | **7,340,129** | **8,829,176** | **7,318,325** | **7,210,911** | **9,057,115** | **8,208,408** | **(848,707)** | -9% | **7,820,372** | **7,913,519** | **7,933,485** | **7,957,911** |
| **Net Income - General Fund** | **1,387,883** | **314,721** | **(258,103)** | **(51,815)** | **(1,036,566)** | **14,030** | **1,050,596** | **-101%** | **299,342** | **299,247** | **370,143** | **437,927** |
| ***Solid Waste Fund*** | | | | | | | | | | | | |
| **Revenues** | 1,100,261 | 1,086,135 | 1,096,444 | 1,036,284 | 1,141,331 | 1,165,573 | 24,242 | 2% | 1,190,173 | 1,190,373 | 1,190,573 | 1,190,773 |
| **Expenses** | (933,990) | (972,638) | (914,796) | (708,954) | (1,045,522) | (1,076,004) | (30,482) | 3% | (1,041,077) | (1,041,787) | (1,050,044) | (1,052,723) |
| **Operating transfers** | (150,000) | (100,000) | (150,000) | - | (100,000) | (85,000) | 15,000 | -15% | (80,000) | (80,000) | (80,000) | (80,000) |
| **Net Income - Solid Waste Fund** | 16,271 | 13,497 | 31,648 | 327,330 | (4,191) | 4,569 | 8,760 | -209% | 69,096 | 68,586 | 60,528 | 58,050 |
| **COMBINED NET INCOME** | **1,404,154** | **328,218** | **(226,455)** | **275,515** | **(1,040,757)** | **18,599** | **1,059,356** | **-102%** | **368,438** | **367,833** | **430,671** | **495,977** |

# 2023 General Fund Revenues

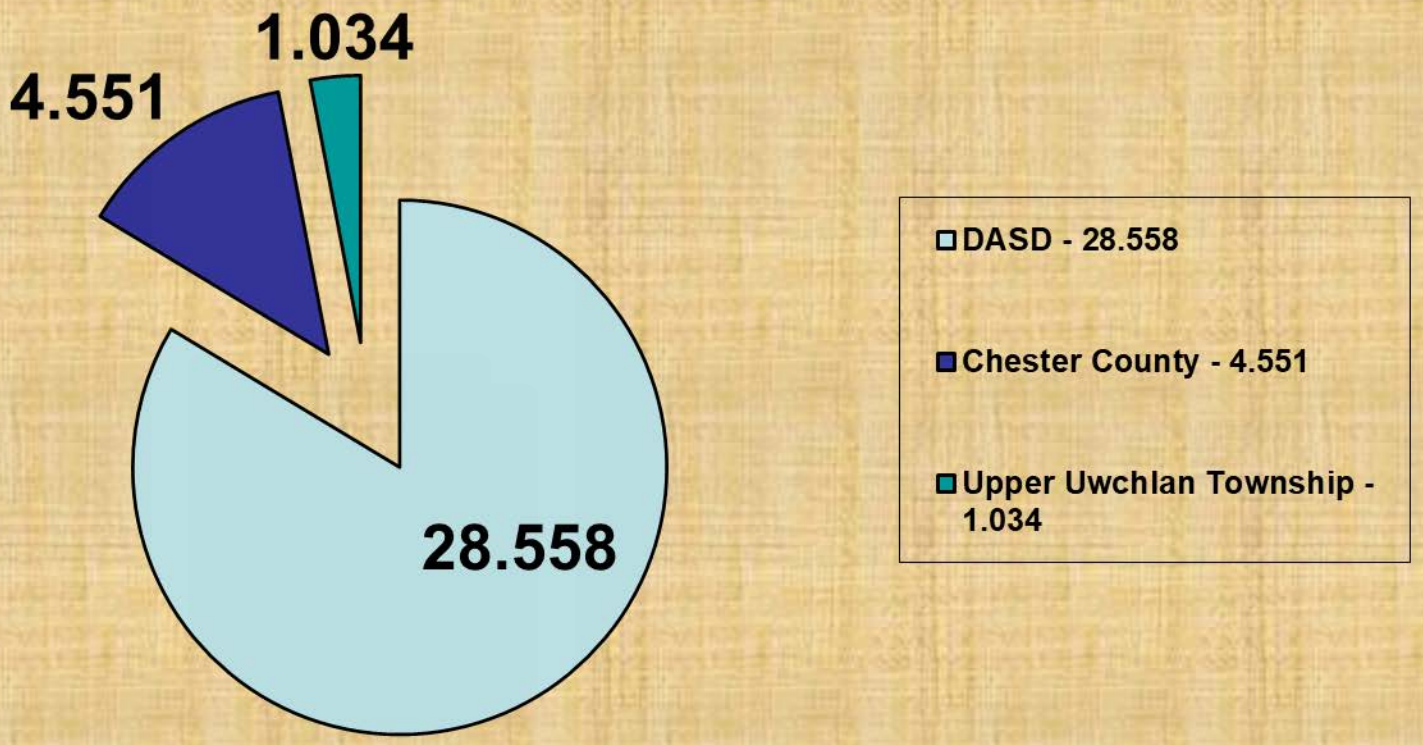



- Real Estate Tax
- Earned Income Tax
- R/E Transfer
- Cable Franchise
- Intergovernmental
- Misc/Other
- MA Transfer
- Charges for Services
- Permit Fees
- Grants
- Recreation

# Real Estate Tax Comparison Year to Year



# Real Estate Tax Comparison By Entity



# FINANCIAL POLICIES

Financial policies provide a framework for making annual budgetary and other financial decisions. The Township has the following accounting and financial policies in place:

- Capitalization Policy
- Maintaining a Balanced Budget
- Fund Balance Policy
- General Cash Receipts Policy
- Utility Billing Policy
- Investment Policy
- Contribution Policy
- Debt Management Policy

## CAPITALIZATION POLICY

### POLICY PURPOSE

It shall be the policy of Upper Uwchlan Township to apply accounting principles in accordance with generally accepted accounting principles ("GAAP"). GAAP includes all relevant Governmental Accounting Standards Board ("GASB") pronouncements. This policy relates to the capitalization of capital assets and also describes what does not qualify for capitalization.

### SCOPE

This policy applies to Upper Uwchlan Township's Governmental and Proprietary Funds.

### RESPONSIBILITY

The Treasurer is responsible for maintaining and revising this policy with the review and approval of the Township Manager.

### POLICIES AND GOALS

#### *Applicability*

This policy is applicable to every capital asset purchased or received by donation that has an initial cost of $5,000 ($10,000 in the case of infrastructure assets) or more.

#### *Definition of a Capital Asset*

A capital asset has an initial cost of $5,000 or more and an estimated useful life in excess of one year. Such assets are recorded at historical cost, if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation.

Major outlays for capital assets and improvements are capitalized as projects are constructed, inclusive of ancillary costs.

Certain costs can exceed $5,000 and are not deemed to be capital in nature. Painting a building is one example of a cost that is incurred but which is deemed to be a maintenance expense and not capitalizable. However, if a truck was purchased and the truck was being painted a special color prior to delivery to us, the painting would be capitalized as part of the truck purchase since it occurred at the time of purchase and added to its value.

*Depreciation Method*
The Township's capital assets are depreciated using the straight line method over the following estimated useful lives:

| | |
|---|---|
| Land improvements | 10 – 30 years |
| Buildings | 40 years |
| Building improvements | 7 - 40 years |
| Infrastructure | 50 years |
| Machinery and equipment | 5 – 20 years |
| Vehicles | 5 – 18 years |

The half-year convention is used to record depreciation. Under this convention, half of the normal depreciation is recorded in the first and last year of an asset's estimated useful life.

## POLICY FOR MAINTAINING A BALANCED BUDGET

**ADOPTED: November 12, 2019**

### PURPOSE OF THE POLICY

This policy provides guidance and ensures that there is a common understanding among the elected officials, staff and the community concerning what a structurally balanced budget is, and the Township's intent to maintain it from year to year. The intention of the policy is to demonstrate a commitment to long term financial planning and sound fiscal policy.

### APPLICABILITY OF THE POLICY

The Balanced Budget policy is applicable to Upper Uwchlan Township's General Fund only.

## ACHIEVING AND MAINTAINING A BALANCED BUDGET

A **structurally balanced budget** is one in which recurring revenues exceed or equal recurring expenditures. In other words, where the net income is positive. Incurring a net loss in any year would mean that the budget was not balanced. In Pennsylvania, a budget can be "balanced" by using fund reserves but then it would not be considered structurally balanced. A true structurally balanced budget is one that supports financial sustainability for multiple years into the future.

**It is the intention of Upper Uwchlan Township to adopt a structurally balanced budget each year.**

*Recurring revenues* are the portion of the municipality's revenues that are expected to continue year to year in a predictable manner. Examples are: real estate property taxes, real estate transfer taxes, earned income taxes, building permits, cable franchise fees, and intergovernmental revenues. In preparing each year's budget, Township staff knows that we will have these recurring revenues but whether they can be expected to increase in the following year – or to decrease – is a matter of judgement. It is necessary to take into account the broader economic view of what is happening in the United States and in our area. Is a recession expected? Are housing prices going up or down? How will that affect recurring tax revenues? What is expected in terms of home building in the Township?

*Recurring expenditures* include salaries and benefits, pension costs, payroll taxes, vehicle maintenance, insurance, supplies, travel and training etc. Recurring expenditures are those that can reasonably be expected to be consistent year to year (with expected cost of living increases) and which are required to maintain service levels. Governments recognize that they have a greater degree of flexibility in controlling non-recurring expenditures than recurring ones.

*Reserves* are the portion of fund balance that is set aside as a hedge against future downturns in revenue. The Township has defined the minimum amount of funds that should be held in reserve in the Fund Balance Policy. Maintaining that minimum amount of Fund Balance and growing it each year is an indication of a structurally balanced budget.

The Township has been very successful in taking a conservative approach to budgeting. Such an approach is consistent with good accounting practices – budgeting for expenditures to be higher and revenues lower than might be expected.

## REMEDY FOR NON-COMPLIANCE

If circumstances are such that the budget is not structurally balanced in a future period, and it is balanced only because it is using existing fund reserves, there must be a plan put into place to specify how and when the budget will again be structurally balanced. The plan should include the following:

- Cause of the budget imbalance
- Amount of time to return to a structurally balanced budget
- Annual amount of catch-up to return to a balanced position

## RESPONSIBILITY FOR THE POLICY

The development and responsibility of the Balanced Budget Policy rests with the Treasurer.

## FUND BALANCE POLICY

(In Conformity with GASB Statement No. 54)
ADOPTED: June 16, 2014

## PURPOSE OF FUND BALANCE

Upper Uwchlan Township believes in sound fiscal management and understands that keeping adequate working capital is fiscally responsible and advantageous for both the township and the taxpayers. The fund balance is an important measure of economic stability. It is essential that the Township maintain adequate levels of unreserved fund balance to provide the capacity to provide sufficient cash flow for daily financial needs; offset significant economic downturns or revenue shortfalls; secure and protect the bond rating of the Township; and provide funds for unforeseen expenditures related to emergencies.

## DEFINITIONS

**Fund Balance.** Net assets, which is the difference between assets and liabilities in a governmental fund, is considered Fund Balance.

The Governmental Accounting Standards Board (GASB), which establishes financial reporting rules for governments, separates fund balance into five classifications that comprise a hierarchy based primarily on the restrictions placed on the funds.

1. **Non-spendable:** That portion of the fund balance that cannot be spent because they are either in a non-spendable form or legally or contractually required to be maintained intact. Examples include inventories, prepaid items, account receivables and other current assets that are consumed in the course of operations and cannot be converted to cash or are not expected to be available to pay current liabilities.

2. **Restricted:** That portion of the fund balance that is constrained to be used for a specific purpose as per an external party or law. These restrictions include such things as debt covenants' or constraints imposed by legislation or federal and state agencies on the use of intergovernmental revenues, such as grants and contracts.

3. **Committed:** That portion of the balance that is to be used for a specific purpose as per Township resolution or ordinance. These funds may only be spent for the purpose intended by the resolution or ordinance and can only be uncommitted by the same action taken to commit the funds. Action to commit resources should occur prior to the fiscal year end.

4. **Assigned:** That portion of the fund balance that is intended to be used for a specific purpose as established by the Treasurer or Township Manager. Assigned resources do not require formal action of the governing body. Assigned fund balance can reflect the

appropriation of a portion of existing fund balance to eliminate a projected deficit in the subsequent year's budget.

5. **Unassigned:** That portion of the fund balance that represents expendable available financial resources that can be used to meet contingencies and cash flow requirements. It is the residual after the non-spendable, restricted, committed and assigned portions are deducted from the total fund balance.

**Considerations.** Credit rating agencies and others monitor the levels of fund balance in the general fund as an important indicator of the Township's economic condition. While credit agencies have always analyzed fund balance as part of their evaluation of credit-worthiness, increased attention has been focused on determining sufficient levels due to recent events in the credit markets.

The size of the fund balance is an important, but not the only consideration in the Township's rating. Other important factors are the reliability of a government's revenue sources, economic conditions, employment base, cash position, debt ratios, budget management, and fiscal decisions made by the governing body.

The Government Finance Officer's Association of the US & Canada (GFOA) recommends, *at a minimum*, that general-purpose governments, regardless of size, maintain unreserved fund balance in their general fund of no less than 5 to 15 percent of regular general fund operating revenues, or of no less than one to two months of regular general fund operating expenditures.

**FUND BALANCE POLICY**

It is the policy of Upper Uwchlan Township to maintain a minimum unassigned fund balance in the general fund equal to 35% of all general operating expenditures (before any transfers to other funds) in the preceding fiscal year measured on a Generally Accepted Accounting Principles (GAAP) basis. In the event that the unassigned general fund balance drops below this minimum level, the Township shall plan to adjust budgeted resources in the subsequent fiscal years to restore the balance. Except in extraordinary circumstances, unassigned fund balance should not be used to fund any portion of the ongoing and routine year-to-year operating expenditures of the Township. It should be used primarily to insure adequate assigned balances, to respond to unforeseen emergencies, to provide cash flow, and to provide overall financial stability.

Amounts in excess of the targeted 35% shall be used for capital improvements or other one-time expenditures as authorized by the Board of Supervisors.

The General Fund assigned and unassigned fund balance shall be used as a revenue source to balance the general operating budget under the following conditions:

a. It will be used for "one-time" expenditures.
b. If used to fund reoccurring expenditures of the next fiscal year, future budget decisions will revolve around finding resources to continue funding these expenditures.

Board action must be taken to establish the types of assignments prior to the fiscal year end but will delegate to the Treasurer the determination of the proper amounts that are required.

**POLICY ADMINISTRATION**

The Treasurer shall be responsible for monitoring and reporting the Township's various assignments. The Township Manager is directed to make recommendations to the Board of Supervisors on the use of unassigned funds both as an element of the annual operating budget submission and from time to time throughout the year as needs may arise.

**GENERAL CASH RECEIPTS POLICY**

ADOPTED: May 16, 2016

**POLICY PURPOSE**

It shall be the policy of Upper Uwchlan Township to develop, encourage, and enforce a controlled environment for the receipt and processing of all revenues. The ultimate goal is to ensure that proper controls exist over all receipts in accordance with generally accepted accounting principles (GAAP), local ordinances and state laws. This policy describes the guidelines associated with the receipt of Township revenues.

**SCOPE**

This policy applies to Upper Uwchlan Township's Governmental and Proprietary Funds.

**RESPONSIBILITY**

The Treasurer is responsible for maintaining and revising this policy with the review and approval of the Township Manager.

**POLICIES AND GOALS**

*Applicability*

This policy is applicable to every Township department involved in handling any Township cash or checks. Employees with any type of cash handling function are required to be familiar with the requirements of this policy.

*Segregation of Duties*

Cash handling operations must be subject to daily supervisory review and management. To minimize the potential for mistakes or misappropriation of cash, the segregation of cash handling duties is mandatory. The duties of collecting cash, maintaining documentation, preparing deposits and reconciling records should be separated among different individuals. In departments where separation

of duties is not feasible, strict individual accountability and review of the funds by management is required.

## *Safekeeping*

Departments handling cash are responsible for the safekeeping of these Township assets. The following general guidelines should be followed to help maintain the integrity of those areas handling cash and checks:

- Unauthorized persons are not allowed in areas when cash is being handled
- Large sums of cash should be counted and handled out of sight of the general public
- Cash should never be left unattended. If an employee leaves his or her desk, for any reason, cash must be appropriately secured and locked.
- For overnight storage, cash and checks should be locked in the safe located in the Finance Department
- Under no circumstances should an individual keep Township cash with their own personal funds, deposit Township funds in a personal bank account or take Township fund's to one's home for safekeeping

## *Incoming Revenues*

Aside from the separate Policy on Utility Billing Cash Receipts and Collection Policy or Real Estate Tax Collection Policy, Upper Uwchlan Township receives funds for a number of other reasons.

The Township's various departments collect fees for the services they provide. The Codes Department collects fees for permits, refinance certifications, zoning permits and hearings, and usage of the Township's recreational fields. Fees are collected for engineering reviews of subdivision and land development–plan submittals. The Police Department collects fees for accident reports, background checks and motor vehicle and ordinance violations. The Finance Department receives additional sources of revenue which include, but are not limited to, earned income and local service taxes, realty transfer taxes, cable franchise fees, cell tower rentals and intergovernmental revenues.

## *Collection of Revenues*

The Township collects the aforementioned revenues in a variety of ways:

1. Mail delivery to the Township Office
2. Cash or check collections at the Township Office
3. Secure drop box at the exterior of the Township Office
4. Police collection
5. ACH transactions

All mail is opened and checks are recorded in a log at the counter and then forwarded to the Finance Department. A member of the Finance Department retrieves deposits from the secure drop box several times a week. The box is checked on a daily basis immediately after bills are mailed and on days surrounding the time that bills are due. Receipts are given to everyone who brings cash or checks to the

Township Office and they are also recorded in the log book before being turned over to the Finance Department. Receipts must always be given to anyone who is paying in cash.

The Police Department has separate policies concerning the receipt and safekeeping of any cash or checks received by the Department. Any monies collected by the Police Department are turned over to the Finance Department by the next day.

All ACH transactions are recorded in the general ledger by the Treasurer.

### *Revenue Recognition*

It is important that all revenues received are recorded accurately into the township's financial software. The Finance Department has the responsibility for entering all receipts accurately and in a timely manner. The majority of checks are entered via check scanners provided by the two banks that the Township uses as depositories. Checks that will not scan properly, and cash, must be physically deposited at one of the two banks.

### *Petty Cash*

The Township maintains a small amount of petty cash on hand to be used for small cash expenses that may be incurred from time to time. Petty cash is kept in the locked safe. A nominal amount of cash is maintained at the counter to make change and is kept in a locked drawer in the desk. Receipts are turned over to the Finance Department when the amount reaches or exceeds $50.00 on hand.

## UTILITY BILLING CASH RECEIPTS AND COLLECTIONS POLICY

ADOPTED: May 16, 2016

### PURPOSE OF THE UTILITY BILLING CASH RECEIPTS AND COLLECTIONS POLICY

The purpose of this policy is to establish guidelines for both the receipt of payments for Solid Waste & Recycling and Sewer services and the timely collection of delinquent accounts resulting from non-payment.

### SCOPE

This policy is intended to apply only to billings for Sewer and Solid Waste and Recycling.

### RESPONSIBILITY

The Treasurer is responsible for maintaining and revising this policy with the review and approval of the Township Manager.

## BILLINGS FOR SERVICES

*Solid Waste and Recycling*

The Township contracts with an outside contractor to provide Solid Waste and Recycling Services to the Township. The contract with the outside contractor typically has a term of three years and is subject to the bid process outlined in the Second Class Township Code. All **occupied residential properties** as defined in Chapter 148 of the Township Code are provided this service by the Township except for the developments who are providing it through the Homeowner's Association. Those developments are:

- Marsh Harbour
- Mews at Byers Station (condominiums)

The Township invoices the residential properties on an annual basis. The service period extends from February 1 until January 31 of the following year. Invoices for the annual period are mailed at the end of January and are due according to the following schedule:

| | |
|---|---|
| • Discount of 2% | March 31 |
| • In full, no discount or penalty | September 30 |
| • Penalty of 10% | October 1 and later |

In August, reminder letters are mailed to those residents who have not paid their balances in full. The penalty will be applied to accounts which have a balance on October 1.

Commercial establishments are required to provide and pay for their own Solid Waste and Recycling services. They are subject to the Township's Solid Waste and Recycling ordinances.

*Sewer*

The Upper Uwchlan Township Municipal Authority is responsible for the operation of the sewer system in Upper Uwchlan Township. It has delegated the responsibility for billing sewer services to Township personnel. Residential customers pay a flat fee. Commercial customers are billed one quarter in arrears based on water usage as metered by the local water company. Sewer bills are mailed on a quarterly basis according to the following schedule:

| Service Period | Bills Mailed | Payment Due |
|---|---|---|
| January 1 – March 31 | End of January | February 28 |
| April 1 – June 30 | End of April | May 31 |
| July 1 – September 30 | End of July | August 31 |
| October 1 – December 31 | End of October | November 30 |

Due dates may be adjusted so they do not fall on a weekend.

## RECEIPT OF PAYMENTS

Payments may be received in three ways: by U.S. mail to the Township building or the post office box at the Uwchland Post Office; in person at the Township building – at the secure drop box outside or at the Office; or electronically via our website.

While we discourage payments in cash, they will be accepted at the Township Office. A receipt must be given for all payments made in cash at the Township Office window.

## PENALTY AND INTEREST

If payment is not received on or before the scheduled deadlines, penalty and/or interest charges will be applied to the account according to the appropriate Township ordinance for the service rendered.

*Solid Waste and Recycling*
Upper Uwchlan Township's Ordinance #2012-02 amended the Code of Upper Uwchlan Township, Chapter 148, titled "Solid Waste and Recycling" to authorize the collection of interest on delinquent accounts. It specifies the following:

- All collection service charges billed and unpaid on their respective due dates shall incur a ten-percent (10%) penalty on the account balance served by the Township until paid.
- All fees not paid within three months following the month in which the bills were due and payable shall be deemed to be delinquent and shall be subject to interest charges in the amount of 1% per month of the unpaid balance until paid.

*Sewer*
The Upper Uwchlan Municipal Authority passed Resolution #05-16-12-10 on May 16, 2012 which authorizes the following regarding unpaid sewer account balances:

- All user fees established by Resolution of the Municipal Authority from time to time which remain unpaid on their respective due date shall incur a ten-percent (10%) penalty on the account balance served by the Municipal Authority until paid.
- All user fees not paid within three months following the month in which the bills were due and payable shall be deemed to be delinquent and shall be subject to interest charges in the amount of 1% per month of the unpaid balance until paid.

## DELINQUENT ACCOUNTS

Residents who are delinquent will be notified regarding account balances and impending action dates via a series of letters which are mailed according to a pre-determined schedule. There may be differences in the dates depending on whether the delinquency is for Solid Waste and Recycling or Sewer.

The "initial contact" referenced below shall be in the form of a written notice, mailed to the resident's mailing address on file with the Township. The resident then has thirty (30) days to respond to the letter and make mutually satisfactory arrangements to pay the outstanding balance.

If such arrangements are made and honored prior to the initiation of the lien process, the process will be put on "hold" pending receipt of full payment as agreed, in writing, by the resident. If the resident fails to make the payments as agreed, the Township may resume the process towards executing a lien on the property. The next step is for the Township or Authority to forward the matter to our Solicitor. The Solicitor will mail a certified letter to the resident to notify him of the Township's intention to lien the property for non-payment of a municipal debt. Failure of the resident to accept delivery of the certified letter does not prevent the Township from placing a lien on the property.

*Solid Waste and Recycling*

| | |
|---|---|
| Initial contact regarding delinquency | After balance has been unpaid for **two years** |
| Thirty (30) days after initial contact | Solicitor mails certified letter for payment |
| Ten days after attorney letter | Attorney executes a lien against the property |

*Sewer*

| | |
|---|---|
| Initial contact regarding delinquency | After missing **2nd consecutive quarter payment** |
| Thirty (30) days after initial contact | Solicitor mails certified letter for payment |
| Ten days after attorney letter | Attorney executes a lien against the property |

Payment Terms for Delinquent Accounts

Any payment arrangement with a resident, prior to filing a lien, must adhere to the following:

- Payments must be structured so that the delinquent account will reach a zero balance within twelve (12) months, taking current quarterly or annual charges into account
- Payments must be a minimum of $125.00 per month

**WRIT OF SCIRE FACIAS SUR MUNICIPAL CLAIM**

When a resident is delinquent in an amount greater or equal to the amount specified below, a combination lien is filed against the subject property which encompasses all previous liens and additional charges accrued since the previous lien was filed. This applies to each type of utility delinquency separately.

| | Delinquent Amount | |
|---|---|---|
| Solid waste and recycling | $1,300 | (equivalent to 4 years non-payment) |
| Sewer | $2,300 | (equivalent to 3 years non-payment) |

A copy of this lien is sent to the property owner with notice that the Township is prepared to file a Writ of Execution for the Sale by Sheriff of the property in its continued effort to collect the unpaid fees. Continued failure to establish or maintain a reasonable payment arrangement results in the filing of a Writ of Scire Facias Sur Municipal Claim. The resident has twenty (20) days after being served the Writ to respond. If no response or defense is entered, the property is sent to Sheriff Sale to recover the debt owed.

**INVESTMENT POLICY FOR TOWNSHIP FUNDS**
ADOPTED: November 16, 2015

## PURPOSE OF INVESTMENT POLICY

The safety of public funds is the foremost objective of Upper Uwchlan Township cash management. It shall be the policy of the Board of Supervisors to optimize its return through investment of cash balances in such a way as to minimize non-invested balances and to maximize the return on investments.

The primary objectives of investment activities, in priority order, shall be:

- Legality – All investments shall be made in accordance with applicable laws of Pennsylvania and the Second Class Township Code.
- Safety – Safety of principal shall be of highest priority. Preservation of capital in the portfolio of investments shall be ensured through the mitigation of credit risk and interest rate risk.
- Liquidity – Investments shall remain sufficiently liquid to meet all operating requirements that are reasonably anticipated. A fiscal year operations anticipated cash flow shall be developed so that investments can be made as early as possible, with maturities concurrent with anticipated cash demands.
- Yield – Investments shall be made with the objective of attaining a market-average rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs.

## SCOPE

This policy is not intended to cover the Township's pension or other retirement plans which have their own Investment Policy.

## AUTHORITY

All investments made by the Treasurer or designee shall be made in accordance with this policy and a Board-approved investment program.

## DEFINITIONS

- Short-term – any period of thirteen (13) months or less.
- Long-term – any period exceeding forty-eight (48) months duration.
- Mid-range – any period between short-term and long-term.
- Concentration of credit risk – the risk associated with the consolidation of investments in a single pool, institution or instrument.
- Credit risk – the risk of loss of principal due to the failure of the security issue or backer of the issue.

- Custodial credit risk – the risk of loss associated with consolidation of investments with a single institution where the Township may rely on the institution to hold investments on behalf of the Township or through collateral action when the instruments are not in the Township's name.
- Interest rate risk – the risk that the market value of securities will fall due to changes in market interest rates.

**DELEGATION OF RESPONSIBILITY**

The Board shall delegate to the Treasurer or designee the responsibility to manage the Township's investment program, in accordance with this policy.

The accounting systems will provide regular information concerning cash positions and investment performance.

An annual review of the investments shall be performed by the Treasurer or designee, based upon the anticipated cash flow of all Township funds – e.g. General, Capital Fund and Bonds.

The Treasurer or designee shall report the following to the Board on a monthly basis:

- Amount of funds invested.
- Interest rate.
- Types and amounts of each investment and maturity date.
- Names of the institutions where investments are placed.
- Current market value of the funds invested.

**GUIDELINES**

The Commonwealth of Pennsylvania's Second Class Township Code - Section 3204 states certain types of investments in which the Township is permitted to invest. These include:

- United States Treasury Bills.
- Short-term obligations of the United States government or its agencies.
- Savings accounts or time deposits of Pennsylvania institutions insured by the Federal Deposit Insurance Guaranty Corporation or the National Credit Union Share Insurance Fund up to the amount covered by insurance with the remainder covered by approved collateral pledged by the depository.
- Obligations of the United States, Commonwealth of Pennsylvania, any political subdivision of the Commonwealth, and any of their agencies or instrumentalities, backed by their full faith and credit
- Shares of an investment company registered under the Investment Company Act of 1940 (54 Stat. 789, 15 U.S.C. paragraph 77a et seq.), if the only investments of that company are in the authorized investments for Township funds:
    - United States Treasury Bills
    - Short-term obligations of the Federal Government or its agencies or instrumentalities
    - Savings accounts or time deposits of Pennsylvania institutions insured by the Federal Deposit Insurance Guaranty Corporation or the National Credit Union Share Insurance Fund up to the amount covered by insurance with the remainder covered by approved collateral pledged by the depository.

- Obligations of the United States, Commonwealth of Pennsylvania, any political subdivision of the Commonwealth, and any of their agencies or instrumentalities, backed by their full faith and credit
- Certificates of Deposit from institutions having their principal place of business in the Commonwealth and insured and collateralized as noted above.

**CUSTODY**

All securities shall be purchased in the name of the Township and held at Pennsylvania School District Liquid Asset Fund ("PSDLAF") or in a bank's custody or agent in the Township's name.

All investment advisors or banking institutions shall be required to understand this policy and all applicable statutes related to municipal investments in the Commonwealth of Pennsylvania, and intend to fully comply with these requirements.

The Township shall require all investment advisors or banking institutions to submit their audited financial statements each year.

**DISCLOSURE**

The Treasurer or designee involved in the Township's investment process shall disclose all personal business activity that would conflict with the proper execution and management of the investment policy or could impair the ability to make impartial decisions.

**AUDIT**

The Board directs that all investment records be subject to annual audit by the Township's independent auditors. The audit shall include, but not be limited to, independent verification of amounts and records of all transactions, as deemed necessary by the independent auditors.

**BOND PROCEEDS**

Bond proceeds shall be invested in accordance with the Local Government Unit Debt Act (Act of July 12, 1972 P.L. 78 1, No. 185) and applicable federal and state laws, subject to approval by the solicitor and/or bond counsel and the Township.

Investment transactions arising from bond proceeds shall be reported to the Board monthly in accordance with this policy.

**COMPLIANCE WITH GENERALLY ACCEPTED ACCOUNTING PRINCIPLES ("GAAP")**

Township funds shall not be invested in foreign currency and shall not have any related risk that would require disclosure pursuant to GASB Statement 40.

Township investments shall limit exposure to loss of principal due to market changes in interest rates.

Township investments in authorized instruments that are not backed by the "full faith and credit" of the federal or state government shall be limited to those with the highest two (2) credit ratings for such instruments issued by a recognized organization.

If the rating of any instrument is reduced after the purchase and is no longer in compliance with this policy, the individual responsible for Township investments shall replace the investment immediately upon receipt of notice of the rating change and notify the Board of the rating change, action taken and replacement of investment.
When Township funds are invested in any one (1) issuer other than designated depository accounts, the amount of the investment shall be unlimited, but the Board shall be notified of such investment monthly.

**POLICY ADMINISTRATION**

The Treasurer shall be responsible for monitoring and reporting the Township's various assignments. The Township Manager is directed to make recommendations to the Board of Supervisors on the use of unassigned funds both as an element of the annual operating budget submission and from time to time throughout the year as needs may arise.

## CONTRIBUTION POLICY

**ADOPTED: November 12, 2019**

**PURPOSE OF CONTRIBUTION POLICY**

The purpose of the Contribution Policy is to serve as a general guideline for approving or disapproving requests from outside agencies for contributions by the Township, using public funds.

**SCOPE**

This policy is intended to cover the contributions made by Upper Uwchlan Township to non-profit organizations which serve the residents of the Township. This policy shall not apply to contributions to emergency services agencies, e.g., fire and ambulance companies. This policy shall not apply to any non-profit organization that may be established by Upper Uwchlan Township.

**AUTHORITY**

All contributions made by the Treasurer or designee shall be made in accordance with this policy and approved by the Board of Supervisors.

The Township reserves the right to suspend all contributions to outside agencies at any time for any reason.

**DELEGATION OF RESPONSIBILITY**

The Board shall delegate to the Treasurer or designee the responsibility to manage the Township's contributions, in accordance with this policy.

**GUIDELINES**

Requests for contributions from outside agencies or parties *may be* approved at the Board's discretion if, at a minimum, they meet the following criteria:

- The requesting agency or party is a municipality within the Commonwealth of Pennsylvania or is a 501c(3) organization under Internal Revenue Service regulations.
- The requesting agency is non-religious.
- The requesting agency does not advocate support of, or opposition to, political campaigns, candidates, or ballot measures.
- The requesting agency does not promote, foster, or perpetuate discrimination on the basis of race, creed, color, age, religion, gender, marital status, or status with regard to public assistance, national origin, physical or mental disability, or sexual orientation.
- The requesting agency demonstrates that it provides services to residents of Upper Uwchlan Township.
- The request for a contribution is made in writing and documents the reasons for the request and the amount of contribution requested.
- The requesting agency provides the Township with a copy of its budget for the year that the request is being made, as well as the most recent audits and/or financial statements of the agency.

**DISCLOSURE**

The Treasurer or designee involved in the Township's process shall disclose all personal business activity that would conflict with the proper execution and management of the contribution policy or could impair the ability to make impartial decisions.

**DEBT MANAGEMENT POLICY**
ADOPTED: October 8, 2019

## PURPOSE OF A DEBT MANAGEMENT POLICY

A debt management policy provides credibility and transparency and ensures that there is a common understanding among the elected officials, staff and the community regarding policies surrounding the issuance of municipal obligations. The intention of the debt policy is to demonstrate a commitment to long term financial planning. It is the objective of the policy that:

- Financing is obtained only when necessary to purchase capital assets that can not be attained through the Township's available revenues or fund balance
- The most favorable interest rates and related costs are obtained
- Financial flexibility is maintained

## APPLICABLE REGULATIONS GOVERNING MUNICIPAL DEBT

*The Debt Act*

The Local Government Unit Debt Act (the "Debt Act"), administered by Pennsylvania Department of Community and Economic Development (DCED), provides the procedure for Pennsylvania's local government units to issue debt and tax anticipation notes.

Article IX, Section 10 of the Constitution of the Commonwealth of Pennsylvania requires the General Assembly to prescribe the debt limits of units of local governments in the Commonwealth, including the Township, based on a percentage of total revenues of such units over a three-year period immediately preceding the borrowing. Self- liquidating debt and subsidized debt and all debt approved by referendum are excluded from such debt limits. The Debt Act implements Article IX, Section 10 of the Constitution.

Under the Debt Act as presently in effect, there is no limit on the amount of electoral debt (debt incurred with the approval of the voters) which may be incurred or outstanding, but (i) the Township may not incur new non-electoral debt (debt not approved by the voters) if the total amount of such new non-electoral debt plus all other non-electoral debt to remain outstanding upon issuance of such new non-electoral debt, net of the amount of any non-electoral debt that constitutes subsidized debt or self-liquidating debt, will exceed 250% of the borrowing base and (ii) the Township may not incur new **lease rental debt** if the total amount of such new lease rental debt plus all other non-electoral debt and lease rental debt to remain outstanding upon issuance of such new lease rental debt, net of the amount of any non-electoral or lease rental debt that constitutes subsidized debt or self-liquidating debt, will exceed 350% of the Borrowing Base.

**Lease rental debt** is defined as: debt represented by obligations of an authority or another local government unit to be repaid by the Township pursuant to a lease, subsidy contract, guarantee or other

form of agreement where such debt is or may be payable out of the tax revenues and other general revenues of the Township.

A copy of the Debt Act and the DCED document, "An Introduction to the Local Government Unit Debt Act", is included as an attachment to this policy.

**REFUNDING POLICY**

The primary objectives of proceeding with a current refinancing or an advance refunding shall be to benefit the Township in one or more of the following ways:

- Providing net present value savings
- Eliminate burdensome or restrictive covenants imposed by the terms of the bonds to be refunded
- Changing the type of debt instrument

The Township should consider an advance refunding if it meets one of the following guidelines:

- A refunding issue would generate net present value savings as outlined below
- The final maturity of the refunding bonds should be no longer than the final maturity on the refunded bonds
- Refunding issues should be structured to achieve level annual debt service savings

Solely meeting one or more of the minimum guidelines will not necessarily result in the Township executing a refunding issue. All costs and benefits of the refunding will be taken into account and analyzed by the Township and its advisors in determining if the refunding is in the best interest of the Township.

A present value analysis shall be prepared to identify the economic effect of the proposed refunding. To proceed with a refunding, a minimum net present value savings amount, as a percentage of the refunded par amount, should be achieved. Appropriate savings thresholds for the different refunding alternatives, based on the level of risk they pose, are shown below. The savings shall be calculated net of all issuance fees and using a net debt savings approach, which takes into consideration arbitrage rebate requirements.

- Current refunding: a minimum of three percent (3%) net present value savings should generally be achieved. (a current refunding is one in which the closing on the refunded bonds is within 90 days of the call date)
- Advance refunding: a minimum of three percent (3%) net present value savings should be achieved. Prudent analysis should be performed to determine the most efficient method of funding the escrow portfolio. (an advance refunding is one in which the closing is earlier than a current refunding. New tax laws in 2017 made advance refundings taxable therefore they are rarely used)

In evaluating refunding opportunities and applying the above referenced guidelines, the Township should consider the following factors:

- For advance refundings, adjustments to the savings thresholds may be justified based on the length of time before the call and the length of time from the call to maturity. The longer the escrow, the higher the savings threshold should be. Conversely, shorter escrows may justify a lower savings threshold, but should not be lower than the minimum of three (3) percent noted above.
- The couponing and/or callability of the refunding bonds may also justify adjustments to the savings threshold. Non-callable bonds might justify a higher threshold.
- For advance refundings, adjustments to savings thresholds may be justified based on where interest rates are at the time of the refunding relative to historical markets. In low interest rate markets, a lower threshold may be justified while a higher threshold would be justified in high interest rate markets.

## COMPONENTS OF THE DEBT MANAGEMENT POLICY

### *DEBT LIMITS*

- The Township will issue debt only for the purposes of constructing or acquiring capital assets and for making major renovations to existing capital assets or when the project is included in the Township's Capital Improvement Program.
- The Township can legally incur non-electoral debt equal to 250% of its borrowing base. The borrowing base is the average of total revenues for the past three (3) years minus certain statutory deductions.
- The Township will not construct or acquire a public facility if it is unable to adequately provide for the subsequent annual operation and maintenance costs of the facility.
- Growth in debt service should be sustainable consistent with the projected growth of revenues.
- In no case will debt maturity exceed the useful life of the project. Where possible, the Township will seek to maximize principal repayment ahead of the scheduled repayment date.
- The Township will use three statistical measures to determine debt capacity and compare these ratios (where possible) to other municipalities of similar size, rating agency standards and its own historical ratios to determine the affordability of the debt:

    1. Debt per capita
    2. Debt to taxable property value
    3. Debt service payments as a percentage of general fund revenues or expenditures

### *DEBT STRUCTURING PRACTICES*

- The Township was given a credit rating of "Aa1" by Moody's in November of 2018. Due to the size and revenue capacity of the Township, it is unlikely that a higher rating can be attained. The Township will strive to maintain this rating and will maintain communication with bond rating agencies as necessary.

- Capital projects financed through the issuance of bonds shall not be financed for longer than the expected useful life of the project.
- The Township will attempt to structure debt issues to maintain level annual debt service payments over time
- Variable rate debt exposes the Township to interest rate risk, which is not a consideration or risk when employing fixed rate debt. Interest rate risk is the risk that interest rates will rise, on a sustained basis, above levels that would have been set if the rate had been fixed. The Township has elected not to issue variable rate debt.
- The Township has elected not to use derivatives as an investment vehicle for any debt

***DEBT ISSUANCE PRACTICES***

- It is the responsibility of the Finance Director/Treasurer to continually monitor market conditions for opportunities to improve the Township's debt position and to coordinate with financial advisors (as selected by the Township) to coordinate the timing, process and sale of the Township's debt.
- Prior to any debt issuance, an analysis of market conditions and other financing options will be conducted to determine the feasibility and advisability of entering the credit markets at that time
- The process for selecting the financial advisor, bond counsel and underwriters shall be discussed and documented. The Township is permitted to take into account its experience with advisors and bond counsel that it has worked with in previous bond offerings.
- The Township may choose to use short-term bank financing when it is advantageous to do so in the case of smaller borrowings.
- The Township will choose the method of sale of its bonds (competitive, invited or negotiated) in light of financial and market conditions, considering an assessment of the different risks associated with each method. Records shall be maintained to document the decisions for the methods discussed and selected.
    - Competitive sale – the underwriter buys the bonds but does not provide advice or support to the issuer. In Pennsylvania, approximately 20% of sales are competitive.
    - Negotiated sale – the issuer works with the underwriter who can provide advice. A negotiated sale provides more flexibility in determining the appropriate timing of taking the issue to market. In Pa., approximately 80% of bonds are issued in a negotiated sale.

***DEBT MANAGEMENT PRACTICES***

- The Township will manage debt issuance to comply with the established debt limits and will evaluate those every year and revise them as necessary.
- In order to comply with Federal arbitrage regulation, the Township will not issue obligations until identifiable projects are close to initiation. Debt obligations will be issued as closely as feasible to the time contracts are expected to be awarded.
- Debt service payments:
    - The Township has a fiduciary responsibility to manage its funds in a manner that assures accurate and timely payment of debt service principal and interest.

  - The Township will negotiate terms allowing for full investment of funds until the payment due date by utilizing electronic fund transfer
  - The Township requires that its paying agent invoice the Township at least 30 days prior to the due date for payment of principal and/or interest
  - The Township will use electronic fund transfer to assure transfer to the paying agent on or before the payment date. The Township is permitted to pay by check if circumstances make it necessary or prudent to do so.
- Purchase and sale of investments for bond proceeds:
  - The Township shall seek competitive rates for the investment of bond proceeds and shall endeavor to select the provider that can provide the highest rate of interest unless there are other benefits to be considered in the selection.
  - Compliance with all applicable Federal, State and contractual restrictions regarding use and investment of bond proceeds shall be maintained
  - Invested proceeds shall be diversified in order to reduce risk exposure to investment providers, types of investment products and types of securities held.
- Disclosure:
  - All fees resulting from investment services or sale of products should be fully disclosed to ensure there are no conflicts of interest and investments are being purchased at a fair market price. Underwriters of the bonds, but not the Financial or Investment Advisor, may bid on the sale of investment products for the proceeds. The Financial or Investment Advisor shall document the bidding process and results and shall certify in writing that a competitive and fair market price was received.

**CONTINUING DISCLOSURE**

SEC Rule 15c2-12 requires that underwriters of municipal bonds ensure that the issuer will disclose certain information on an on-going basis and other information, known as "material event notices "within 10 business days of the event's occurrence. These requirements are included in the Continuing Disclosure Agreement between the underwriter and the issuer.

Annual Disclosure

The Continuing Disclosure Agreements for the General Obligation Bonds, Series of 2019 and Series A of 2019 both require:

- Annual financial report - to be posted within 270 days of the Township's year end on the EMMA website

Although not specified in the Continuing Disclosure Agreement:

- Annual budget – within 10 days after adoption, we will post to the EMMA website

Material Event Notices

On August 15, 2018, the Securities and Exchange Commission adopted amendments to Rule 15c2-12 of the Securities Exchange Act to include additional material event notices. These changes were effective February 27, 2019. The Rule and its amendment should be reviewed annually for disclosure requirements. The following is an abbreviated list of items that are considered "material events":

- New material debt obligations, including leases that “operate as a vehicle to borrow money”
- Bankruptcy
- Unscheduled draws on financial reserves, indicating financial difficulties
- Modifications to rights of bondholders, if material
- Adverse tax opinions pertaining to the issue
- Bond calls and tender offers
- Defaults on any existing debt
- Change in ratings on existing bond issues
- Failure to file annual financial reports on time

**RESPONSIBILITY FOR THE POLICY**

The development and responsibility of the Debt Management Policy rests with the Treasurer/Director of Finance. The primary responsibilities of the Treasurer in regards to Debt Management are as follows:

- Review Capital Improvement Projects on an annual basis to determine financing needs
- Annually, review opportunities for refinancing existing debts at more favorable terms
- Review annual debt ratios to insure compliance
- Ensure compliance with Federal and State continuing disclosure regulations and file all required documents as necessary

**Upper Uwchlan Township**

**Annual Budget**
**For the Calendar Year 2023**

## SUMMARY OF TOWNSHIP REVENUES

### Real Estate Property Taxes

The real estate taxes that a property owner will pay consists of the school tax, county tax and township tax. The Township assesses a modest property tax which totals 1.034 mills. The total millage is multiplied by each property's assessment to determine the amount of tax that is levied.

Upper Uwchlan Township has an elected tax collector as required by Pennsylvania law. However, the Township has retained the services of the Chester County Treasurer's office to prepare and mail the Township tax bills, collect the taxes and report delinquencies to the County Tax Claim Bureau. County and Township taxes are assessed on a calendar year basis and are due by December 31 of each year.

School taxes are based on the fiscal year of the school district and are assessed using a fiscal year of July 1 to June 30 annually. The Downingtown Area School District increased real estate taxes for their fiscal year July 1, 2022 to June 30, 2023 by 3% in May, 2022. A property owner in Upper Uwchlan Township will pay the following in real estate tax millage:*

| | |
|---|---|
| School taxes – Downingtown Area School District (DASD) | 28.558 |
| County taxes – Chester County* | 4.551 |
| Township taxes – Upper Uwchlan Township | 1.034 |
| **Total** | **34.143** |

The only real estate taxes that are paid to the Township are the Township taxes at a millage rate of 1.034. **There will be no change in the Township tax rate for 2023**. The 2023 budget includes anticipated revenue in the amount of **$1,144,000** for both current and delinquent taxes. This amount was determined based on current taxes and an estimate for new homes based on permits expected to be issued for upcoming developments.

*Rates are for 2022. The County has not yet adopted a Budget for 2023.

Hydrant taxes are assessed to properties that are within 750 feet of a fire hydrant. The rate is .087 mills and **$65,500** has been budgeted as revenue for 2023.

### Real Estate Transfer Tax

A real estate transfer tax is collected on the transfer of real estate at the time of sale. The tax that is collected is 1% - which is shared equally by the Township and the School District, so that Upper Uwchlan receives revenue in the amount of one-half of one percent (0.50%) on the sale of real estate within the Township. Revenue will fluctuate with the number and sales prices of properties in the Township. For 2023, budgeted revenue of **$675,000** was based on revenue received in prior years and includes expected new construction in 2023.

**Earned Income Taxes**

The earned income tax rate is 1% for Upper Uwchlan Township residents and those who work in the Township. This tax is also shared equally between the Township and the Downingtown Area School District, so that the Township receives one-half of one percent (0.50%). The tax is paid on all earned income such as wages, salaries and commissions. The amount budgeted for 2023 is **$4,438,800** (net of commissions to Keystone) – an increase of 10% from 2022.

Retired citizens and people who are unemployed due to illness or other factors will typically have no tax liability to the Township. People who live in Townships that have adopted an earned income tax and who work in Upper Uwchlan will have the taxes withheld by their employer transferred to their township of residence.

Keystone Collections Group ("Keystone") was engaged by Chester County to collect all earned income taxes within the County (pursuant to Pennsylvania Act 32). Keystone is compensated at the rate of 1.36% of collections. The budget for commissions to Keystone is **$61,200** for 2023.
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**Cable Television Franchise Fees**

The Township receives cable television franchise fees from the local cable companies – Comcast and Verizon. The amount received by the Township is dependent on the amount of sales generated annually by the cable television companies. Payment is received from the cable companies on a quarterly basis. The budget is **$200,000** for 2023 revenue based on current experience, which reflects a decrease in cable usage.

**Permits**

The Township charges a fee for building permits, use and occupancy permits, contractors' permits and certifications for refinancing. The total amount budgeted for 2023 is **$517,100** based on new developments that have received construction permits.

**Police Fines**

The District Justice collects fines for citations issued by the State Police. The Township also receives disbursements from the State of Pennsylvania for the issuance of traffic citations within the Township limits. The Township anticipates receiving revenue in 2023 in the amount of $50,000 from these fines.

**Interest**

The Township invests its funds in interest bearing accounts and instruments. Earnings rates will fluctuate depending upon the interest rates received. The General Fund checking account was earning interest at a rate of two percent (2.00%) until the COVID-19 pandemic began in early 2020 when it was

reduced by our banks. The certificate of deposit is earning 2.00% through July, 2023. With the Federal Reserve increasing interest rates to fight inflation, we estimated that interest income will be **$40,000** in 2023.

**Rents and Royalties**

The Township has a lease agreement with Chester County for a cell tower on which is located on Township owned property. The terms of the 20 year lease includes a rental payment of $2,000 each month to the Township.

**Grants**

In 2021, the Federal government passed the American Rescue Plan Act of 2021 which provides funding to State and Local governments. Upper Uwchlan Township was allocated $1,237,504.10 which is paid over a two year period. The Township received its total allocation during 2021 and 2022; however it was recorded as deferred revenue and will be included in revenue as offsetting expenses are incurred. For the 2023 Budget, **$300,000** is expected to be spent and has been included in revenue under State Grants.

**Intergovernmental Revenues**

The Commonwealth of Pennsylvania makes payments to the Township for various purposes. We receive annual Public Utility Realty Tax ("PURTA") payments of approximately **$6,500.** These payments are meant to compensate the Township for foregone tax revenues due to the tax-exempt status of public utility land within the Township. The utilities are exempt from paying real property taxes.

The Township also receives payments from the Commonwealth of Pennsylvania that are restricted in their use. The Foreign Fire Insurance Premium Tax (budgeted at **$95,000**) is a pass-through to the Firemen's Relief Association and must be paid to the local fire departments by the Township within 60 days of receipt. The State also provides State Pension Aid **(**budgeted at **$182,000)** which must be deposited into the defined benefit police and non-uniform pension plans. These revenues have offsetting expenses in the same amount; there is no effect on the budget of these pass-through items.

**Charges for Services**

Various departments provide services that can be charged to the user. The largest component consists of fees received from engineering and legal services which are budgeted at **$92,850**. We also charge the resident an administrative fee for processing bills and payments in an amount that does not exceed $100 per billing. Zoning and land development fees are budgeted at **$6,000** in 2023.

**Culture and Recreation**

The Township charges various sports groups for the use of the playing fields at our parks for sporting events and practices. These fees are used for the ongoing maintenance and improvement of the facilities. Turf field fees are segregated in a separate bank account and will be used for replacement of the turf field at the end of its useful life. We budgeted **$45,000** for the use of the turf field at Fellowship Fields and also **$30,000** for use of our other fields at Hickory Park. We expect to receive **$15,000** in donations towards the annual community Block Party that is held in June. The Upland Farms Community Barn renovations were completed in 2021 and it became available for rent to local organizations or families for private events in 2022. Expected revenue in 2023 is **$10,000.** Total revenues budgeted for 2023 are **$100,700.**

**Inter-Fund Transfers**

The Township provides various services to the Upper Uwchlan Township Municipal Authority and is reimbursed for those services by the Authority. Those services include the services of Township administrative and financial personnel, and the use of the Public Works department to maintain the grounds and lawns of property surrounding the waste water treatment facilities. The Township processes the quarterly billing of all sewer accounts which has substantially increased the time spent by Township personnel on Authority business. The reimbursement for 2023 is approximately **$270,688.**

Revenues from the General Fund comprise 73.5 of total budgeted revenues in 2023.

## Solid Waste Fund

**Trash and Recycling Fees**

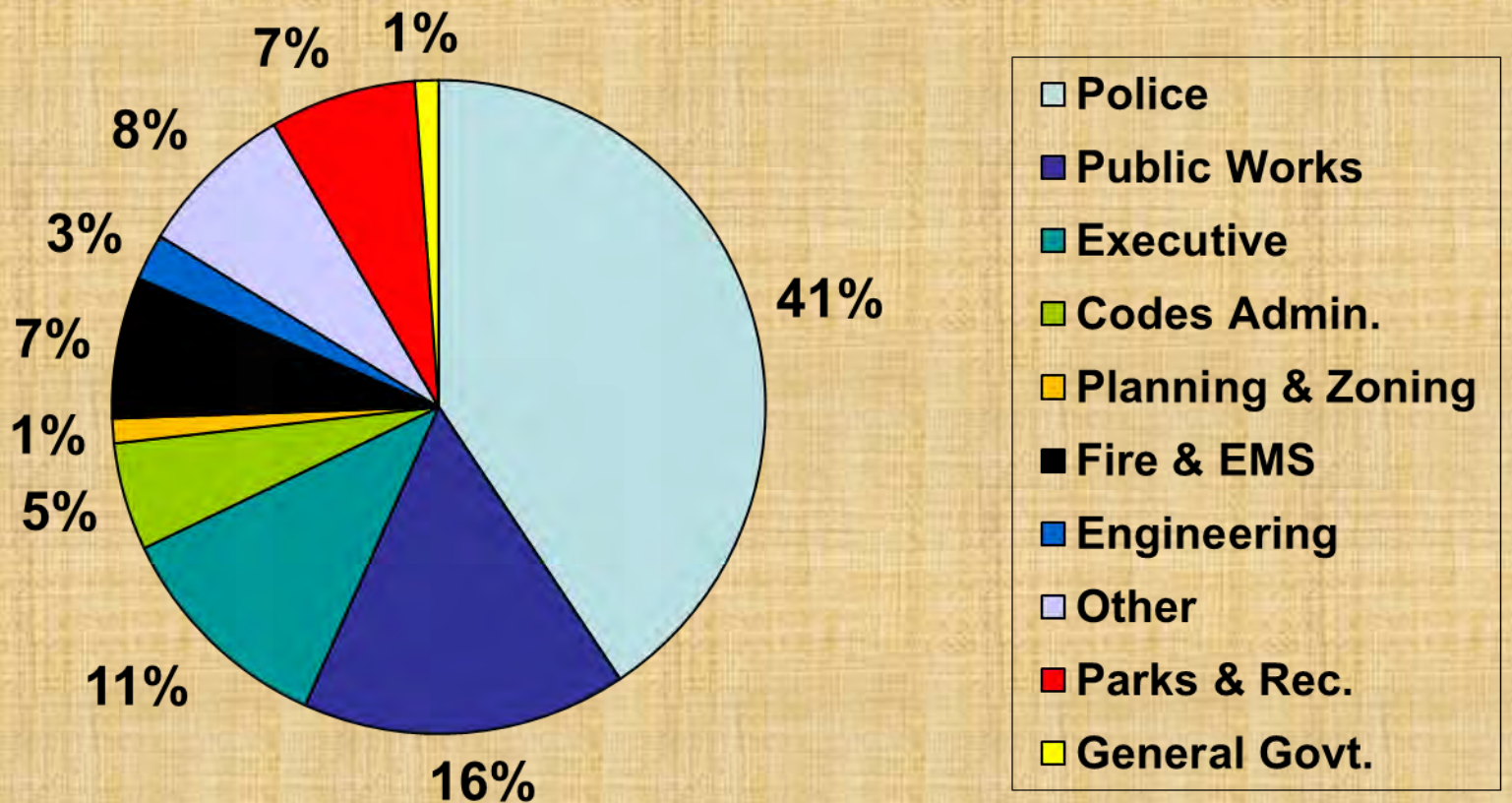
The Township charges a flat fee of $315.00 annually for residential solid waste and recycling. Bills are mailed in January and are due by March 31 of each year in order to receive a 2% discount ($6.30). Payments are considered late if they are received after September 30 and will be assessed a 10% penalty. Businesses within the Township must arrange for their own trash and recycling services. The total solid waste fees expected to be collected in 2023 is **$1,130,973.**

**Performance Grant**

The Commonwealth of Pennsylvania gives “performance grants” to municipalities who submit reports detailing the amounts of recyclable material that is collected and sent to recycling centers. The amount expected in 2023 is **$25,000.**

Revenues from the Solid Waste Fund comprise 10.4% of total budgeted revenue in 2023.

# 2023 General Fund Expenditures by Activity



# Upper Uwchlan Township
## 2023 Budget

| | | Actual 2020 | Actual 2021 | Budget 2021 | Actual - 9/30/22 2022 | Budget 2022 | Budget 2023 | $ Inc/(Dec) '22 Budget | % Inc/(Dec) | Budget 2024 | Budget 2025 | Budget 2026 | Budget 2027 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **REVENUES** | | | | | | | | | | | | | |
| **300 - REVENUE** | | | | | | | | | | | | | |
| **301 PROPERTY TAXES** | | | | | | | | | | | | | |
| 01-301-000-010 | Current Real Estate Taxes | 1,091,133 | 1,065,909 | 1,013,100 | 1,152,620 | 1,050,100 | 1,117,000 | 66,900 | 6% | 1,117,000 | 1,122,000 | 1,122,000 | 1,122,000 |
| 01-301-000-013 | Real Estate Tax Refunds | (10,982) | (1,397) | (25,000) | (250) | (25,000) | (3,000) | 22,000 | -88% | (28,000) | (28,000) | (28,000) | (28,000) |
| 01-301-000-030 | Delinquent Real Estate Taxes | 22,030 | 28,037 | 20,000 | 29,556 | 30,000 | 30,000 | - | 0% | 30,000 | 30,000 | 30,000 | 30,000 |
| | **Total 301 PROPERTY TAXES** | 1,102,181 | 1,092,549 | 1,008,100 | 1,181,926 | 1,055,100 | 1,144,000 | 88,900 | 8% | 1,119,000 | 1,124,000 | 1,124,000 | 1,124,000 |
| **301.7 HYDRANT TAX** | | | | | | | | | | | | | |
| 01-301-000-071 | Hydrant Tax | 67,030 | 66,649 | 65,000 | - | 65,000 | 65,000 | - | 0% | 66,000 | 66,000 | 66,000 | 66,000 |
| 01-301-000-072 | Delinquent Hydrant Tax | - | 1,342 | - | 391 | - | 500 | | #DIV/0! | 500 | 500 | 500 | 500 |
| | **Total 301.7 HYDRANT TAX** | 67,030 | 67,991 | 65,000 | 391 | 65,000 | 65,500 | - | 0% | 66,500 | 66,500 | 66,500 | 66,500 |
| **310 EARNED INCOME & TRANSFER TAX** | | | | | | | | | | | | | |
| 01-310-000-010 | Real Estate Transfer Tax | 656,629 | 1,212,712 | 585,000 | 699,202 | 650,000 | 675,000 | 25,000 | 4% | 675,000 | 675,000 | 675,000 | 675,000 |
| 01-310-000-020 | Earned Income Tax, current | 4,197,011 | 4,758,247 | 3,934,140 | 3,781,013 | 4,100,000 | 4,500,000 | 400,000 | 10% | 4,590,000 | 4,681,800 | 4,775,436 | 4,870,945 |
| 01-310-000-021 | EIT Commissions Paid | (51,676) | (58,485) | (53,504) | (46,659) | (55,760) | (61,200) | (5,440) | 10% | (62,424) | (63,672) | (64,946) | (66,245) |
| | **Total 310 EARNED INC & TRANSFER TAX** | 4,801,964 | 5,912,474 | 4,465,636 | 4,433,556 | 4,694,240 | 5,113,800 | 419,560 | 9% | 5,202,576 | 5,293,128 | 5,385,490 | 5,479,700 |
| **320 PERMITS** | | | | | | | | | | | | | |
| 01-320-000-010 | Building Permits | 690,626 | 720,032 | 425,000 | 479,852 | 500,000 | 500,000 | - | 0% | 535,000 | 535,000 | 535,000 | 535,000 |
| 01-320-000-020 | Use & Occupancy Permits | 22,030 | 24,750 | 12,000 | 10,080 | 12,000 | 12,000 | - | 0% | 12,000 | 12,000 | 12,000 | 12,000 |
| 01-320-000-030 | Sign Permits | - | - | 100 | - | 100 | 100 | - | 0% | 100 | 100 | 100 | 100 |
| 01-320-000-040 | Contractors Permits | 2,850 | 2,650 | 2,000 | 1,350 | 2,000 | 2,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| 01-320-000-050 | Refinance Certification Fees | 7,495 | 7,035 | 3,000 | 2,410 | 3,000 | 3,000 | - | 0% | 3,000 | 3,000 | 3,000 | 3,000 |
| | **Total 320 PERMITS** | 723,001 | 754,467 | 442,100 | 493,692 | 517,100 | 517,100 | - | 0% | 552,100 | 552,100 | 552,100 | 552,100 |
| **321 CABLE FRANCHISE FEES** | | | | | | | | | | | | | |
| 01-321-000-080 | Cable TV Franchise Fees | 213,407 | 203,214 | 220,000 | 150,618 | 210,000 | 200,000 | (10,000) | -5% | 198,000 | 196,000 | 194,000 | 192,000 |
| | **Total 321 CABLE FRANCHISE FEES** | 213,407 | 203,214 | 220,000 | 150,618 | 210,000 | 200,000 | (10,000) | -5% | 198,000 | 196,000 | 194,000 | 192,000 |
| **331 POLICE FINES** | | | | | | | | | | | | | |
| 01-331-000-010 | Vehicles Code Violations | 52,255 | 52,681 | 45,000 | 51,908 | 45,000 | 50,000 | 5,000 | 11% | 50,000 | 50,000 | 50,000 | 50,000 |
| 01-331-000-011 | Reports/Fingerprints | 2,513 | 1,080 | 2,000 | 1,410 | 2,000 | 2,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| 01-331-000-012 | Solicitation Permits | - | 420 | 500 | 125 | 500 | 500 | - | 0% | 500 | 500 | 500 | 500 |
| 01-331-000-050 | Reimbursed Police Wages | 5,045 | 12,004 | 3,000 | 1,760 | 3,000 | 5,000 | 2,000 | 67% | 5,000 | 5,000 | 5,000 | 5,000 |
| | **Total 331 POLICE FINES** | 59,813 | 66,185 | 50,500 | 55,203 | 50,500 | 57,500 | 7,000 | 14% | 57,500 | 57,500 | 57,500 | 57,500 |
| **341 Interest Earnings** | | | | | | | | | | | | | |
| 01-341-000-001 | Interest Income | 54,363 | 29,128 | 35,000 | 21,824 | 33,000 | 33,000 | - | 0% | 33,000 | 33,000 | 33,000 | 33,000 |
| | **Total 341 Interest Earnings** | 54,363 | 29,128 | 35,000 | 21,824 | 33,000 | 33,000 | - | 0% | 33,000 | 33,000 | 33,000 | 33,000 |
| **342 RENTS & ROYALTIES** | | | | | | | | | | | | | |
| 01-342-000-001 | Rental Property Income | 24,000 | 24,000 | 24,000 | 18,000 | 24,000 | 24,000 | - | 0% | 24,000 | 24,000 | 24,000 | 24,000 |
| | **Total 342 RENTS & ROYALTIES** | 24,000 | 24,000 | 24,000 | 18,000 | 24,000 | 24,000 | - | 0% | 24,000 | 24,000 | 24,000 | 24,000 |
| **354 GRANTS** | | | | | | | | | | | | | |
| 01-351-000-003 | Federal Grants | - | - | - | - | - | - | | 0% | 0% | 0% | 0% | 0% |
| 01-354-000-010 | County Grants | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-354-000-020 | State Grants | - | 203,266 | - | - | 618,752 | 300,000 | (318,752) | -52% | 100,000 | 100,000 | 100,000 | 100,000 |
| 01-354-000-030 | Police Grants | 465 | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | **Total 354 GRANTS** | 465 | 203,266 | - | - | 618,752 | 300,000 | (318,752) | -52% | 100,000 | 100,000 | 100,000 | 100,000 |

# Upper Uwchlan Township
## 2023 Budget

| | | Actual 2020 | Actual 2021 | Budget 2021 | Actual - 9/30/22 2022 | Budget 2022 | Budget 2023 | $ Inc/(Dec) '22 Budget | % Inc/(Dec) | Budget 2024 | Budget 2025 | Budget 2026 | Budget 2027 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **355/356 INTERGOVERNMENTAL REVENUES** | | | | | | | | | | | | | |
| 01-355-000-001 | PURTA | 5,675 | 5,869 | 5,000 | 6,800 | 5,000 | 6,500 | 1,500 | 30% | 6,500 | 6,500 | 6,500 | 6,500 |
| 01-355-000-004 | Alcohol Beverage Tax | 600 | 600 | 600 | 800 | 600 | 800 | 200 | 33% | 800 | 800 | 800 | 800 |
| 01-355-000-005 | State Aid, Police Pension | 118,172 | 122,435 | 122,000 | 124,331 | 122,000 | 122,000 | - | 0% | 122,000 | 122,000 | 122,000 | 122,000 |
| 01-355-000-006 | State Aid, Non-Uniform Pension | 88,629 | 79,051 | 80,000 | 98,428 | 60,000 | 60,000 | - | 0% | 60,000 | 60,000 | 60,000 | 60,000 |
| 01-355-000-007 | Foreign Fire Insurance Tax | 95,209 | 86,558 | 95,000 | 110,714 | 95,000 | 95,000 | - | 0% | 95,000 | 95,000 | 95,000 | 95,000 |
| | Total 355/356 MISCELLANEOUS TAXES | 308,285 | 294,513 | 302,600 | 341,073 | 282,600 | 284,300 | 1,700 | 1% | 284,300 | 284,300 | 284,300 | 284,300 |
| **361 CHARGES FOR SERVICE/FEES** | | | | | | | | | | | | | |
| 01-360-000-010 | Vehicle Storage Fees | - | - | 1,000 | - | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-361-000-030 | Zoning/Sub Div/Land Develop | 2,500 | 11,036 | 6,000 | 12,697 | 6,000 | 6,000 | - | 0% | 6,000 | 6,000 | 6,000 | 6,000 |
| 01-361-000-032 | Fees from Engineering | (8,756) | 51,896 | 50,000 | 32,153 | 50,000 | 50,000 | - | 0% | 50,000 | 50,000 | 50,000 | 50,000 |
| 01-361-000-033 | Admin Fees from Engineering | (530) | 520 | 4,000 | 120 | 4,000 | 4,000 | - | 0% | 4,000 | 4,000 | 4,000 | 4,000 |
| 01-361-000-035 | Admin Fees from Legal | 17 | 209 | 1,000 | 100 | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-361-000-036 | Legal Services Fees | 2,254 | 4,521 | 6,000 | 22,887 | 6,000 | 6,000 | - | 0% | 6,000 | 6,000 | 6,000 | 6,000 |
| 01-361-000-038 | Sale of Maps & Books | 5 | 115 | 250 | 125 | 250 | 250 | - | 0% | 250 | 250 | 250 | 250 |
| 01-361-000-039 | Fire Inspection Fees | | 320 | - | 1,075 | 2,000 | 2,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| 01-361-000-040 | Fees from Engineering - CU | (168) | 3,967 | 20,000 | 699 | 20,000 | 20,000 | - | 0% | 20,000 | 20,000 | 20,000 | 20,000 |
| 01-361-000-041 | Property Inspection Fees | - | 11,566 | - | - | 8,000 | 8,000 | - | 0% | 8,000 | 8,000 | 8,000 | 8,000 |
| 01-361-000-042 | Copies | 1 | 2 | 100 | 3 | 100 | 100 | - | 0% | 100 | 100 | 100 | 100 |
| 01-361-000-043 | Fees - Traffic Signals | - | - | - | - | - | - | - | 0% | - | - | - | - |
| 01-361-000-044 | Fees from Advertising Reimbursements | - | - | 500 | 1,855 | 500 | 500 | - | 0% | 500 | 500 | 500 | 500 |
| | Total 361 CHARGES FOR SERVICE/FEES | (4,677) | 84,152 | 88,850 | 71,714 | 98,850 | 98,850 | - | - | 98,350 | 98,350 | 98,350 | 98,350 |
| | | | | | - | | | | | | | | |
| **367 CULTURE & RECREATION** | | | | | | | | | | | | | |
| 01-367-000-010 | Recreation Donations | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-367-000-014 | Pavillion Rental | | - | 500 | 290 | 500 | 500 | - | 0% | 500 | - | 500 | 500 |
| 01-367-000-021 | Field Programs | 15,787 | 39,064 | 30,000 | 36,219 | 30,000 | 30,000 | - | 0% | 30,000 | 30,000 | 30,000 | 30,000 |
| 01-367-000-025 | Turf Field Fees | 25,270 | 47,674 | 45,000 | 41,160 | 45,000 | 45,000 | - | 0% | 45,000 | 45,000 | 45,000 | 45,000 |
| 01-367-000-030 | Community Events Donations | 2,385 | 500 | 10,000 | 18,045 | 10,000 | 15,000 | 5,000 | 50% | 15,000 | 15,000 | 15,000 | 15,000 |
| 01-367-000-040 | History Book Revenue | | - | 200 | - | 200 | 200 | - | 0% | 200 | 200 | 200 | 200 |
| 01-367-000-045 | Upland Farms Barn Rental Fees | | - | - | 5,200 | 5,000 | 10,000 | 5,000 | 100% | 10,000 | 10,000 | 10,000 | 10,000 |
| 01-367-000-089 | Donations - Park Equipment | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | Total 367 CULTURE & RECREATION | 43,442 | 87,238 | 85,700 | 100,914 | 90,700 | 100,700 | 10,000 | 11% | 100,700 | 100,200 | 100,700 | 100,700 |
| **380 MISC INCOME** | | | | | | | | | | | | | |
| 01-301-000-099 | Contributions from Private Sector | 1,053,500 | - | - | - | - | - | - | 0% | - | - | - | - |
| 01-380-000-001 | Misc. Revenue | 32,135 | 16,586 | 5,000 | 30,321 | 5,000 | 10,000 | 5,000 | 100% | 10,000 | 10,000 | 10,000 | 10,000 |
| 01-380-000-010 | Insurance Reimbursement | 3,850 | 26,580 | 3,000 | 1,974 | 3,000 | 3,000 | - | 0% | 3,000 | 3,000 | 3,000 | 3,000 |
| | Total 380 MISC REVENUE | 1,089,485 | 43,166 | 8,000 | 32,295 | 8,000 | 13,000 | 5,000 | 63% | 13,000 | 13,000 | 13,000 | 13,000 |
| **392 INTERFUND TRANSFER** | | | | | | | | | | | | | |
| 01-392-000-008 | Municipal Authority Reimbursement | 245,253 | 273,417 | 264,736 | 256,316 | 272,707 | 270,688 | (2,019) | -1% | 270,688 | 270,688 | 270,688 | 270,688 |
| 01-392-000-020 | Transfer from Capital Fund | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-392-000-030 | Transfer from Solid Waste Fund | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-395-000-000 | Refund of Prior Year Expenses | | 8,137 | - | 1,574 | - | - | - | #DIV/0! | - | - | - | - |
| | Total 392 INTERFUND TRANSFER | 245,253 | 281,554 | 264,736 | 257,890 | 272,707 | 270,688 | (2,019) | -1% | 270,688 | 270,688 | 270,688 | 270,688 |
| **Total 300 - REVENUE** | | 8,728,012 | 9,143,897 | 7,060,222 | 7,159,096 | 8,020,549 | 8,222,438 | 201,389 | 3% | 8,119,714 | 8,212,766 | 8,303,628 | 8,395,838 |
| | **Total Revenue** | **8,728,012** | **9,143,897** | **7,060,222** | **7,159,096** | **8,020,549** | **8,222,438** | **201,889** | **3%** | **8,119,714** | **8,212,766** | **8,303,628** | **8,395,838** |

# Upper Uwchlan Township
## 2023 Budget

| | | Actual 2020 | Actual 2021 | Budget 2021 | Actual - 9/30/22 2022 | Budget 2022 | Budget 2023 | $ Inc/(Dec) '22 Budget | % Inc/(Dec) | Budget 2024 | Budget 2025 | Budget 2026 | Budget 2027 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **400 EXPENDITURES** | | | | | | | | | | | | | |
| **400 - General Government** | | | | | | | | | | | | | |
| **01-400-000-113** | **Supervisor's Wages** | 6,500 | 9,750 | 6,500 | 9,750 | 9,750 | 9,750 | - | 0% | 9,750 | 9,750 | 9,750 | 9,750 |
| **01-400-000-150** | **Payroll Tax Expense** | 497 | 746 | 497 | 746 | 746 | 746 | (0) | 0% | 746 | 746 | 746 | 746 |
| **01-400-000-320** | **Telephone** | 1,681 | 1,922 | 2,000 | 1,441 | 2,000 | 2,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| **01-400-000-340** | **Public Relations** | 500 | 284 | 2,500 | 1,890 | 2,500 | 2,000 | (500) | -20% | 2,000 | 2,000 | 2,000 | 2,000 |
| **01-400-000-341** | **Advertising** | 5,155 | 5,934 | 7,500 | 7,513 | 7,500 | 7,500 | - | 0% | 7,500 | 7,500 | 7,500 | 7,500 |
| **01-400-000-342** | **Printing** | 6,663 | 5,789 | 5,000 | 4,273 | 5,000 | 5,000 | - | 0% | 5,000 | 5,000 | 5,000 | 5,000 |
| **01-400-000-344** | **Community Notice** | - | - | 2,000 | - | 2,000 | 2,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| **01-400-000-350** | **Insurance - Bonding** | 3,601 | 2,486 | 4,200 | 2,707 | 2,945 | 2,945 | - | 0% | 2,945 | 2,945 | 2,945 | 2,945 |
| **01-400-000-352** | **Insurance - Liability** | 18,151 | 17,391 | 17,390 | 12,443 | 16,591 | 21,038 | 4,447 | 27% | 21,038 | 21,038 | 21,038 | 21,038 |
| **01-400-000-420** | **Dues/Subscriptions/Memberships** | 3,648 | 2,352 | 4,375 | 5,886 | 4,375 | 4,375 | - | 0% | 4,375 | 4,375 | 4,375 | 4,375 |
| **01-400-000-460** | **Meetings & Conferences** | 1,330 | 1,605 | 6,000 | 6,178 | 6,000 | 6,000 | - | 0% | 6,000 | 6,000 | 6,000 | 6,000 |
| **01-400-000-461** | **Bank Fees** | 15,394 | 14,989 | 9,000 | 10,584 | 12,000 | 15,000 | 3,000 | 25% | 15,000 | 15,000 | 15,000 | 15,000 |
| **01-400-000-463** | **Misc. Expenses** | 12,135 | 322,040 | 2,000 | 6,125 | 2,000 | 2,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| **01-400-000-464** | **Wallace Twp. Tax Agreement** | 4,323 | 4,553 | 4,325 | 5,794 | 4,800 | 5,794 | 994 | 21% | 5,794 | 5,794 | 5,794 | 5,794 |
| | **Total 400 - General Government** | 79,578 | 389,841 | 73,287 | 75,330 | 78,207 | 86,148 | 7,941 | 10% | 86,148 | 86,148 | 86,148 | 86,148 |
| **401 EXECUTIVE** | | | | | | | | | | | | | |
| **01-401-000-100** | **Administration Wages** | 517,200 | 569,993 | 547,083 | 424,386 | 582,528 | 561,178 | (21,350) | -4% | 578,014 | 595,354 | 613,215 | 631,611 |
| **01-401-000-150** | **Payroll Tax Expense** | 40,087 | 43,586 | 41,852 | 34,201 | 44,563 | 42,930 | (1,633) | -4% | 44,218 | 45,545 | 49,029 | 52,779 |
| **01-401-000-151** | **PSATS Unemployment** | 480 | 1,230 | 1,230 | 3,210 | 3,745 | 2,310 | (1,435) | -38% | 2,772 | 2,772 | 2,879 | 2,990 |
| **01-401-000-156** | **Employee Benefit Expense** | 94,309 | 67,938 | 85,320 | 47,316 | 83,348 | 85,631 | 2,283 | 3% | 87,344 | 89,091 | 90,873 | 92,690 |
| **01-401-000-157** | **ACA Fees** | 208 | 200 | 240 | 223 | 240 | 240 | - | 0% | 240 | 240 | 240 | 240 |
| **01-401-000-160** | **Non-Uniform Pension** | 41,428 | 46,446 | 41,897 | 36,854 | 36,467 | 35,923 | (544) | -1% | 37,359 | 38,854 | 40,408 | 42,024 |
| **01-401-000-165** | **Employer 457 Match** | 6,000 | 9,000 | 9,000 | - | 12,000 | 12,000 | - | 100% | 12,000 | 12,000 | 12,000 | 12,000 |
| **01-401-000-174** | **Tuition Reimbursement** | 1,638 | 1,937 | 6,300 | (170) | 6,300 | 6,300 | - | 0% | 6,300 | 6,300 | 6,300 | 6,300 |
| **01-401-000-181** | **Longevity Pay** | 5,100 | 5,550 | 5,550 | 3,600 | 5,550 | 6,450 | 900 | 16% | 6,900 | 8,100 | 8,700 | 9,300 |
| **01-401-000-183** | **Overtime Wages** | 4,619 | 5,548 | 5,000 | 8,556 | 5,000 | 5,000 | - | 0% | 5,000 | 5,000 | 5,000 | 5,000 |
| **01-401-000-200** | **Supplies** | 13,017 | 8,857 | 15,000 | 13,209 | 15,000 | 15,000 | - | 0% | 15,000 | 15,000 | 15,000 | 15,000 |
| **01-401-000-205** | **Meals and Meal Allowances** | - | - | 200 | - | 200 | 200 | - | 0% | 200 | 200 | 200 | 200 |
| **01-401-000-215** | **Postage** | 3,820 | 4,521 | 4,500 | 6,151 | 4,500 | 4,500 | - | 0% | 4,500 | 4,500 | 4,500 | 4,500 |
| **01-401-000-230** | **Gasoline & Oil** | 750 | 956 | 2,200 | 1,315 | 2,200 | 2,200 | - | 0% | 2,200 | 2,200 | 2,200 | 2,200 |
| **01-401-000-235** | **Vehicle Maintenance** | 379 | 547 | 1,000 | 1,014 | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| **01-401-000-252** | **Repair & Maintenance** | - | - | 2,000 | - | 2,000 | 2,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| **01-401-000-316** | **Training & Seminars** | 2,206 | 2,054 | 10,000 | 5,054 | 10,000 | 10,000 | - | 0% | 10,000 | 10,000 | 10,000 | 10,000 |
| **01-401-000-317** | **Parking & Travel** | 311 | 1,435 | 1,200 | 1,348 | 1,200 | 1,200 | - | 0% | 1,200 | 1,200 | 1,200 | 1,200 |
| **01-401-000-322** | **Ipad Expense** | 237 | 153 | 600 | 115 | 600 | 600 | - | 0% | 600 | 600 | 600 | 600 |
| **01-401-000-352** | **Insurance - Liability** | 376 | 367 | 367 | 211 | 282 | 270 | (13) | -4% | 270 | 270 | 270 | 270 |
| **01-401-000-353** | **Insurance - Vehicle** | 297 | 285 | 285 | 299 | 398 | 403 | 5 | 1% | 403 | 403 | 403 | 403 |
| **01-401-000-354** | **Insurance - Workers Comp.** | 2,003 | 978 | 618 | 1,493 | 720 | 685 | (35) | -5% | 685 | 685 | 685 | 685 |
| **01-401-000-420** | **Dues/Subscriptions/Memberships** | 4,991 | 7,663 | 6,100 | 2,854 | 6,100 | 6,100 | - | 0% | 6,100 | 6,100 | 6,100 | 6,100 |
| **01-401-000-450** | **Contracted Services** | 14,412 | 30,127 | 14,500 | 17,009 | 16,000 | 16,000 | - | 0% | 16,000 | 16,000 | 16,000 | 16,000 |
| | **Total 401 EXECUTIVE** | 753,868 | 809,371 | 802,042 | 608,248 | 839,941 | 818,119 | (21,822) | -3% | 840,304 | 863,412 | 888,800 | 915,091 |
| **402 AUDIT** | | | | | | | | | | | | | |
| **01-402-000-450** | **Contracted Services** | 30,900 | 24,700 | 23,700 | 24,700 | 25,700 | 25,700 | - | 0% | 26,700 | 27,700 | 28,700 | 28,700 |
| | **Total 402 AUDIT** | 30,900 | 24,700 | 23,700 | 24,700 | 25,700 | 25,700 | - | 0% | 26,700 | 27,700 | 28,700 | 28,700 |

# Upper Uwchlan Township
## 2023 Budget

| | | Actual 2020 | Actual 2021 | Budget 2021 | Actual - 9/30/22 2022 | Budget 2022 | Budget 2023 | $ Inc/(Dec) '22 Budget | % Inc/(Dec) | Budget 2024 | Budget 2025 | Budget 2026 | Budget 2027 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **403 TAX COLLECTION** | | | | | | | | | | | | | |
| 01-403-000-100 | Tax Collector Wages | 5,772 | 929 | 8,500 | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-403-000-110 | Chester Co Treasurer Expense | - | 13,865 | - | 8,283 | 12,500 | 12,500 | - | 0% | 12,500 | 12,500 | 12,500 | 12,500 |
| 01-403-000-150 | Payroll Tax Expense | 442 | 71 | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-403-000-200 | Supplies | 281 | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-403-000-215 | Postage | 1,840 | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-403-000-350 | Insurance - Bonding | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-403-000-450 | Contracted Services | 3,295 | 400 | - | - | 400 | 400 | - | 0% | 400 | 400 | 400 | 400 |
| | Total 403 TAX COLLECTION | 11,630 | 15,265 | 8,500 | 8,283 | 12,900 | 12,900 | - | 0% | 12,900 | 12,900 | 12,900 | 12,900 |
| **404 LEGAL** | | | | | | | | | | | | | |
| 01-404-000-305 | Legal Fees CU - Reimbursable | - | - | 500 | - | 500 | 500 | - | 0% | 500 | 500 | 500 | 500 |
| 01-404-000-310 | Legal Fees - Reimbursable | 3,347 | 14,765 | 9,500 | 19,228 | 9,500 | 9,500 | - | 0% | 9,500 | 9,500 | 9,500 | 9,500 |
| 01-404-000-311 | Legal Fees - Non-Reimbursable | 55,315 | 54,510 | 40,000 | 41,460 | 45,000 | 45,000 | - | 0% | 45,000 | 45,000 | 45,000 | 45,000 |
| 01-404-000-450 | Contracted Services | - | - | 5,000 | - | 5,000 | 5,000 | - | 0% | 5,000 | 5,000 | 5,000 | 5,000 |
| | Total 404 LEGAL | 58,662 | 69,275 | 55,000 | 60,688 | 60,000 | 60,000 | - | 0% | 60,000 | 60,000 | 60,000 | 60,000 |
| **406 SEWER** | | | | | | | | | | | | | |
| 01-406-000-100 | Wages | - | - | - | 20,140 | - | 86,400 | 86,400 | 0% | 86,400 | 86,400 | 86,400 | 86,400 |
| 01-406-000-150 | Payroll Tax Expense | - | - | - | 1,541 | - | 6,610 | 6,610 | 0% | 6,610 | 6,610 | 6,610 | 6,610 |
| 01-406-000-151 | Unemployment Tax | - | - | - | 359 | - | 385 | 385 | 0% | 385 | 385 | 385 | 385 |
| 01-406-000-101 | Allocation to Municipal Authority | - | - | - | (22,128) | - | (93,395) | (93,395) | 0% | (93,395) | (93,395) | (93,395) | (93,395) |
| | Total 406 SEWER | - | - | - | (88) | - | - | - | #DIV/0! | - | - | - | - |
| **407 TECHNOLOGY** | | | | | | | | | | | | | |
| 01-407-000-200 | Supplies | 678 | 119 | 2,000 | - | 2,000 | 2,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| 01-407-000-220 | Software | 50,467 | 73,679 | 73,280 | 47,404 | 73,280 | 76,401 | 3,121 | 4% | 76,401 | 76,401 | 76,401 | 76,401 |
| 01-407-000-222 | Hardware | 10,780 | 7,636 | 6,000 | 6,483 | 16,000 | 16,000 | - | 0% | 6,000 | 6,000 | 6,000 | 6,000 |
| 01-407-000-240 | Web Page | 5,770 | 6,059 | 6,000 | 6,362 | 6,000 | 6,000 | - | 0% | 6,000 | 6,000 | 6,000 | 6,000 |
| 01-407-000-450 | Contracted Services | 54,812 | 46,149 | 54,200 | 35,662 | 62,720 | 62,720 | - | 0% | 62,720 | 62,720 | 62,720 | 62,720 |
| | Total 407 COMPUTER | 122,507 | 133,642 | 141,480 | 95,911 | 160,000 | 163,121 | 3,121 | 2% | 153,121 | 153,121 | 153,121 | 153,121 |
| **408 ENGINEERING** | | | | | | | | | | | | | |
| 01-408-000-305 | Reimbursable Conditional Use | 2,153 | 6,033 | 25,000 | - | 25,000 | 25,000 | - | 0% | 25,000 | 25,000 | 25,000 | 25,000 |
| 01-408-000-310 | Engineering - Reimbursable | 13,317 | 31,143 | 75,000 | 32,080 | 75,000 | 75,000 | - | 0% | 100,000 | 100,000 | 100,000 | 100,000 |
| 01-408-000-311 | Traffic Engineering | 8,300 | 15,196 | 25,000 | 13,005 | 25,000 | 25,000 | - | 0% | 25,000 | 25,000 | 25,000 | 25,000 |
| 01-408-000-313 | Engineering - Non-Reimbursable | 44,598 | 70,844 | 30,000 | 37,942 | 30,000 | 30,000 | - | 0% | 30,000 | 30,000 | 30,000 | 30,000 |
| 01-408-000-364 | Water Resource Protection Fee | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-408-000-366 | Ordinance Update | | - | 4,500 | - | 4,500 | 4,500 | - | 0% | 4,500 | 4,500 | 4,500 | 4,500 |
| 01-408-000-367 | General Planning | | - | 10,000 | - | 10,000 | 10,000 | - | 0% | 10,000 | 10,000 | 10,000 | 10,000 |
| 01-408-000-368 | MS-4 Expenses | - | - | - | - | 618,752 | - | (618,752) | -100% | - | - | - | - |
| 01-408-000-369 | Reimbursable Traffic Signals | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-408-000-370 | Reimbursable Advertising | 650 | 1,507 | - | 1,155 | - | - | - | #DIV/0! | - | - | - | - |
| | Total 408 ENGINEERING | 69,018 | 124,723 | 169,500 | 84,182 | 788,252 | 169,500 | (618,752) | -78% | 194,500 | 194,500 | 194,500 | 194,500 |

# Upper Uwchlan Township
## 2023 Budget

| | | Actual 2020 | Actual 2021 | Budget 2021 | Actual - 9/30/22 2022 | Budget 2022 | Budget 2023 | $ Inc/(Dec) '22 Budget | % Inc/(Dec) | Budget 2024 | Budget 2025 | Budget 2026 | Budget 2027 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **409 TOWNSHIP PROPERTIES** | | | | | | | | | | | | | |
| | ***PUBLIC WORKS BUILDING*** | | | | | | | | | | | | |
| **01-409-001-200** | **Supplies** | 77 | 279 | 1,000 | 166 | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| **01-409-001-231** | **Propane & Heating** | 5,235 | 7,609 | 15,000 | 11,064 | 15,000 | 15,000 | - | 0% | 15,000 | 15,000 | 15,000 | 15,000 |
| **01-409-001-250** | **Maintenance & Repairs** | 8,679 | 17,996 | 29,300 | 8,710 | 21,850 | 20,500 | (1,350) | -6% | 20,500 | 20,500 | 20,500 | 20,500 |
| **01-409-001-320** | **Telephone** | 4,941 | 4,889 | 4,000 | 3,460 | 4,000 | 4,000 | - | 0% | 4,000 | 4,000 | 4,000 | 4,000 |
| **01-409-001-351** | **Insurance - Property** | 12,401 | 12,215 | 12,215 | 11,659 | 15,546 | 20,766 | 5,220 | 34% | 20,766 | 20,766 | 20,766 | 20,766 |
| **01-409-001-360** | **Utilities** | 9,495 | 8,057 | 12,000 | 5,109 | 12,000 | 10,000 | (2,000) | -17% | 10,000 | 10,000 | 10,000 | 10,000 |
| **01-409-001-450** | **Contracted Services** | 9,160 | 4,314 | 8,000 | 1,905 | 8,000 | 8,000 | - | 0% | 8,000 | 8,000 | 8,000 | 8,000 |
| | **Total 409-001 PUBLIC WORKS BUILDING** | 49,988 | 55,359 | 81,515 | 42,073 | 77,396 | 79,266 | 1,870 | 2% | 79,266 | 79,266 | 79,266 | 79,266 |
| | ***TOWNSHIP BUILDING*** | | | | | | | | | | | | |
| **01-409-003-200** | **Supplies** | 3,408 | 968 | 2,000 | 5,185 | 2,000 | 4,000 | 2,000 | 100% | 4,000 | 4,000 | 4,000 | 4,000 |
| **01-409-003-231** | **Propane & Heating Oil** | - | 422 | 5,000 | 824 | 5,000 | 5,000 | - | 0% | 5,000 | 5,000 | 5,000 | 5,000 |
| **01-409-003-250** | **Maintenance & Repairs** | 983 | 4,000 | 2,500 | 2,886 | 2,500 | 3,000 | 500 | 20% | 3,000 | 3,000 | 3,000 | 3,000 |
| **01-409-003-320** | **Telephone** | 5,805 | 10,403 | 7,000 | 5,963 | 7,000 | 7,000 | - | 0% | 7,000 | 7,000 | 7,000 | 7,000 |
| **01-409-003-351** | **Insurance - Property** | 14,469 | 14,251 | 14,251 | 13,602 | 18,136 | 24,227 | 6,091 | 34% | 24,227 | 24,227 | 24,227 | 24,227 |
| **01-409-003-360** | **Utilities** | 20,804 | 25,382 | 20,000 | 16,216 | 25,000 | 25,000 | - | 0% | 20,000 | 20,000 | 20,000 | 20,000 |
| **01-409-003-380** | **Rent** | 41,640 | - | - | - | - | - | - | 0% | - | - | - | - |
| **01-409-003-385** | **Relocation Costs** | 36,296 | - | - | - | - | - | - | 0% | - | - | - | - |
| **01-409-003-450** | **Contracted Services** | 30,327 | 40,904 | 45,300 | 21,753 | 39,000 | 39,000 | - | 0% | 39,000 | 39,000 | 39,000 | 39,000 |
| | **Total 409-003 TOWNSHIP BUILDING** | 153,732 | 96,330 | 96,051 | 66,430 | 98,636 | 107,227 | 8,591 | 9% | 102,227 | 102,227 | 102,227 | 102,227 |
| | ***MILFORD ROAD BUILDING*** | | | | | | | | | | | | |
| **01-409-004-200** | **Supplies** | - | - | 500 | - | 500 | 500 | - | 0% | 500 | 500 | 500 | 500 |
| **01-409-004-231** | **Propane & Heating Oil** | 200 | 1,419 | 2,000 | 1,167 | 2,000 | 2,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| **01-409-004-250** | **Maintenance & Repairs** | 648 | 4,713 | 500 | 2,540 | 500 | 2,000 | 1,500 | 300% | 2,000 | 2,000 | 2,000 | 2,000 |
| **01-409-004-320** | **Telephone** | 7,154 | 4,795 | 3,000 | 2,461 | 3,000 | 3,000 | - | 0% | 3,000 | 3,000 | 3,000 | 3,000 |
| **01-409-004-351** | **Insurance - Property** | 2,067 | 2,036 | 2,036 | 1,943 | 2,591 | 3,461 | 870 | 34% | 3,461 | 3,461 | 3,461 | 3,461 |
| **01-409-004-360** | **Utilities** | 2,862 | 577 | 1,000 | 633 | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| **01-409-004-450** | **Contracted Services** | 228 | | 500 | 4,320 | 500 | 500 | - | 0% | 1,100 | 1,100 | 1,100 | 1,100 |
| | **Total 409-004 MILFORD ROAD** | 13,159 | 13,540 | 9,536 | 13,064 | 10,091 | 12,461 | 2,370 | 23% | 11,961 | 11,961 | 11,961 | 11,961 |
| **Total 409 TOWNSHIP PROPERTIES TOTAL** | | 216,879 | 165,229 | 187,102 | 121,567 | 186,123 | 198,953 | 12,830 | 7% | 193,453 | 193,453 | 193,453 | 193,453 |
| **410 POLICE EXPENSES** | | | | | | | | | | | | | |
| **01-410-000-100** | **Police Wages** | 1,337,125 | 1,426,274 | 1,366,432 | 1,147,135 | 1,603,004 | 1,815,903 | 212,899 | 13% | 1,786,065 | 1,877,310 | 1,971,098 | 2,068,818 |
| **01-410-000-110** | **Police Wages - WC Reimbursement** | - | (2,583) | - | - | - | - | - | 0% | - | - | - | - |
| **01-410-000-150** | **Payroll Tax Expense** | 107,542 | 116,885 | 104,532 | 96,639 | 122,630 | 138,917 | 16,287 | 13% | 136,634 | 143,614 | 150,789 | 158,265 |
| **01-410-000-151** | **Unemployment Compensation** | 1,092 | 3,528 | 2,870 | 9,176 | 8,765 | 7,700 | (1,065) | -12% | 7,700 | 7,700 | 7,700 | 7,700 |
| **01-410-000-156** | **Employee Benefit Expense** | 310,122 | 308,585 | 306,410 | 260,898 | 392,907 | 413,159 | 20,252 | 5% | 421,422 | 429,850 | 438,447 | 447,216 |
| **01-410-000-158** | **Medical Expense Reimbursement** | 7,708 | 7,450 | 13,000 | 8,014 | 13,000 | 10,000 | (3,000) | -23% | 10,000 | 10,000 | 10,000 | 10,000 |
| **01-410-000-160** | **Pension Expense** | 251,755 | 257,095 | 257,095 | 227,964 | 227,964 | 252,675 | 24,711 | 11% | 267,836 | 283,906 | 300,940 | 318,996 |
| **01-410-000-165** | **Employer 457 Match** | 11,000 | 16,500 | 18,000 | - | 30,000 | 32,000 | 2,000 | 7% | 32,000 | 32,000 | 32,000 | 32,000 |
| **01-410-000-174** | **Tuition Reimbursement** | 20,647 | 21,562 | 15,000 | 8,632 | 15,000 | 12,000 | (3,000) | -20% | 12,000 | 12,000 | 12,000 | 12,000 |
| **01-410-000-181** | **Longevity Pay** | 27,600 | 28,600 | 28,600 | 26,400 | 29,400 | 32,050 | 2,650 | 9% | 32,650 | 33,450 | 34,250 | 38,050 |
| **01-410-000-182** | **Education Incentive** | 3,750 | 3,750 | 3,750 | 4,750 | 5,750 | 3,500 | (2,250) | -39% | 3,500 | 3,500 | 3,500 | 3,500 |
| **01-410-000-183** | **Overtime Wages** | 40,295 | 55,300 | 54,000 | 55,894 | 60,000 | 55,000 | (5,000) | -8% | 55,000 | 55,000 | 55,000 | 55,000 |
| **01-410-000-187** | **Court Time Wages** | 5,446 | 9,561 | 12,000 | 8,008 | 12,000 | 14,000 | 2,000 | 17% | 14,000 | 14,000 | 14,000 | 14,000 |
| **01-410-000-190** | **COVID Pay** | - | - | - | 11,250 | - | 12,000 | 12,000 | #DIV/0! | 12,000 | - | - | - |
| **01-410-000-191** | **Uniform & Boot Allowances** | 11,600 | 11,600 | 11,600 | 14,500 | 14,000 | 17,700 | 3,700 | 26% | 17,700 | 17,700 | 17,700 | 17,700 |
| **01-410-000-200** | **Supplies** | 11,734 | 7,781 | 14,000 | 7,725 | 14,000 | 12,000 | (2,000) | -14% | 12,000 | 12,000 | 12,000 | 12,000 |
| **01-410-000-215** | **Postage** | 750 | 750 | 750 | 750 | 750 | 750 | - | 0% | 750 | 750 | 750 | 750 |

# Upper Uwchlan Township
## 2023 Budget

| | | Actual 2020 | Actual 2021 | Budget 2021 | Actual - 9/30/22 2022 | Budget 2022 | Budget 2023 | $ Inc/(Dec) '22 Budget | % Inc/(Dec) | Budget 2024 | Budget 2025 | Budget 2026 | Budget 2027 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 01-410-000-230 | Gasoline & Oil | 30,795 | 34,256 | 35,000 | 40,759 | 43,000 | 50,000 | 7,000 | 16% | 50,000 | 50,000 | 50,000 | 50,000 |
| 01-410-000-235 | Vehicle Maintenance | 25,440 | 21,556 | 25,000 | 16,114 | 25,000 | 20,000 | (5,000) | -20% | 30,000 | 30,000 | 30,000 | 30,000 |
| 01-410-000-238 | Clothing/Uniforms | 8,372 | 11,826 | 9,000 | 17,755 | 11,700 | 39,282 | 27,582 | 236% | 9,000 | 9,000 | 9,000 | 9,000 |
| 01-410-000-250 | Maintenance & Repairs | 3,206 | 1,822 | 2,500 | 306 | 2,500 | - | (2,500) | -100% | - | - | - | - |
| 01-410-000-260 | Small Tools & Equipment | 6,749 | 8,190 | 9,000 | 9,293 | 10,000 | 15,000 | 5,000 | 50% | 15,000 | 15,000 | 15,000 | 15,000 |
| 01-410-000-311 | Non-Reimbursable Legal | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-410-000-316 | Training & Seminars | 12,788 | 16,330 | 13,000 | 14,368 | 15,000 | 20,000 | 5,000 | 33% | 20,000 | 20,000 | 20,000 | 20,000 |
| 01-410-000-317 | Parking & Travel | 154 | 294 | 1,000 | - | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-410-000-320 | Telephone | 3,823 | 5,319 | 8,000 | 3,777 | 7,000 | 7,000 | - | 0% | 7,000 | 7,000 | 7,000 | 7,000 |
| 01-410-000-322 | Ipad Expense | 338 | - | 600 | - | 600 | - | (600) | -100% | - | - | - | - |
| 01-410-000-327 | Radio Equipment M & R | - | - | 1,000 | - | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-410-000-340 | Public Relations | 3,078 | 13,686 | 12,000 | 9,505 | 15,000 | 15,000 | - | 0% | 15,000 | 15,000 | 15,000 | 15,000 |
| 01-410-000-342 | Police Accreditation | 1,785 | 1,320 | 6,000 | 2,522 | 6,000 | 4,000 | (2,000) | -33% | 3,000 | 3,000 | 3,000 | 3,000 |
| 01-410-000-352 | Insurance - Liability | 13,826 | 13,114 | 13,114 | 9,595 | 12,793 | 13,507 | 714 | 6% | 13,507 | 13,507 | 13,507 | 13,507 |
| 01-410-000-353 | Insurance - Vehicles | 2,378 | 2,107 | 2,107 | 1,580 | 2,106 | 2,012 | (94) | -4% | 2,012 | 2,012 | 2,012 | 2,012 |
| 01-410-000-354 | Insurance - Workers Comp. | 43,393 | 40,893 | 37,096 | 32,344 | 43,200 | 41,074 | (2,126) | -5% | 42,306 | 43,576 | 44,883 | 46,229 |
| 01-410-000-420 | Dues/Subscriptions/Memberships | 403 | 969 | 1,000 | 956 | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-410-000-450 | Contracted Services | 13,354 | 11,520 | 27,040 | 12,644 | 29,950 | 16,700 | (13,250) | -44% | 16,700 | 16,700 | 16,700 | 16,700 |
| 01-410-000-740 | Computer/Furniture | 1,049 | 6,185 | 3,000 | 4,125 | 3,000 | 8,000 | 5,000 | 167% | 8,000 | 8,000 | 8,000 | 8,000 |
| | Total 410 POLICE EXPENSES | 2,319,097 | 2,462,025 | 2,413,496 | 2,063,378 | 2,779,019 | 3,083,928 | 304,909 | 11% | 3,055,782 | 3,168,574 | 3,297,276 | 3,434,443 |
| 411 - FIRE | | | | | | | | | | | | | |
| 01-411-000-316 | Training & Seminars | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-411-000-354 | Insurance - Workers Comp. | 8,665 | 14,687 | 23,000 | 8,648 | 23,000 | 23,000 | - | 0% | 23,000 | 23,000 | 23,000 | 23,000 |
| 01-411-000-420 | Dues/Subscriptions/Memberships | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-411-000-450 | Contracted Services | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-411-000-451 | Hydrant Expenses - Aqua | 80,319 | 71,736 | 60,000 | 61,904 | 60,000 | 70,000 | 10,000 | 17% | 70,000 | 70,000 | 70,000 | 70,000 |
| 01-411-001-001 | Contributions - Ludwig's | 74,160 | 74,160 | 74,160 | 249,196 | 249,196 | 99,196 | (150,000) | -60% | 99,196 | 99,196 | 99,196 | 99,196 |
| 01-411-001-002 | Contributions - Lionville | 74,282 | 74,282 | 74,282 | 99,360 | 99,360 | 99,360 | - | 0% | 99,360 | 99,360 | 99,360 | 99,360 |
| 01-411-001-003 | Contributions - Lionville Capital | 150,000 | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-411-001-004 | Contributions - Glenmoore | 8,549 | 8,549 | 8,549 | 11,435 | 11,435 | 11,435 | - | 0% | 11,435 | 11,435 | 11,435 | 11,435 |
| 01-411-001-005 | Contributions - E. Brandywine | 13,608 | 13,608 | 13,608 | 21,279 | 46,279 | 46,279 | - | 0% | 21,279 | 21,279 | 21,279 | 21,279 |
| 01-411-001-006 | Reimbursement - Uwchlan Twp. | 2,488 | - | 2,300 | - | 2,300 | 2,300 | - | 0% | 2,300 | 2,300 | 2,300 | 2,300 |
| 01-411-001-007 | Reimbursement - E. Brandywine Twp. | 328 | - | 200 | 306 | 200 | 200 | - | 0% | 200 | 200 | 200 | 200 |
| 01-411-002-530 | Contributions - Fire Relief Funds | 94,809 | 86,558 | 95,000 | 110,714 | 95,000 | 95,000 | - | 0% | 95,000 | 95,000 | 95,000 | 95,000 |
| | Total 411 FIRE | 507,208 | 343,580 | 351,099 | 562,842 | 586,770 | 446,770 | (140,000) | -24% | 421,770 | 421,770 | 421,770 | 421,770 |
| 412 AMBULANCE | | | | | | | | | | | | | |
| 01-412-000-540 | Uwchlan Ambulance | 27,038 | 27,038 | 27,038 | 27,038 | 27,038 | 58,000 | 30,962 | 115% | 58,000 | 58,000 | 58,000 | 58,000 |
| 01-412-000-544 | Minquas Ambulance | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | Total 412 AMBULANCE | 27,038 | 27,038 | 27,038 | 27,038 | 27,038 | 58,000 | 30,962 | 115% | 58,000 | 58,000 | 58,000 | 58,000 |
| | Total 411-412 FIRE and AMBULANCE | 534,246 | 370,618 | 378,137 | 589,880 | 613,808 | 504,770 | (109,038) | -18% | 479,770 | 479,770 | 479,770 | 479,770 |
| 413 CODES ADMINISTRATION | | | | | | | | | | | | | |
| 01-413-000-100 | Code Administrator Wages | 232,705 | 231,345 | 225,362 | 169,318 | 237,709 | 285,657 | 47,948 | 20% | 297,083 | 308,966 | 321,325 | 334,178 |
| 01-413-000-150 | Payroll Tax Expense | 18,403 | 18,335 | 17,240 | 13,892 | 18,185 | 21,853 | 3,668 | 20% | 22,727 | 23,636 | 24,581 | 25,565 |
| 01-413-000-151 | Unemployment Compensation | 247 | 695 | 615 | 1,605 | 1,605 | 1,540 | (65) | -4% | 1,271 | 1,386 | 1,328 | 1,328 |
| 01-413-000-156 | Employee Benefit Expense | 65,599 | 50,407 | 50,054 | 38,183 | 49,529 | 53,884 | 4,355 | 9% | 53,884 | 54,961 | 56,060 | 57,182 |
| 01-413-000-160 | Pension Expense | 21,985 | 20,548 | 19,610 | 16,779 | 16,687 | 18,762 | 2,075 | 12% | 19,513 | 20,293 | 21,105 | 21,949 |
| 01-413-000-165 | Employer 457 Match | 3,000 | 4,500 | 4,500 | - | 6,000 | 6,000 | - | 0% | 6,000 | 6,000 | 6,000 | 6,000 |
| 01-413-000-181 | Longevity Pay | 7,500 | 4,800 | 4,800 | 5,100 | 5,100 | 5,400 | 300 | 6% | 5,700 | 6,750 | 6,900 | 7,050 |
| 01-413-000-183 | Overtime | 1,536 | 1,760 | - | 3,764 | 2,000 | 2,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| 01-413-000-200 | Supplies | 643 | 1,242 | 2,000 | 2,126 | 2,000 | 2,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| 01-413-000-230 | Gasoline & Oil | 1,753 | 2,921 | 3,400 | 3,088 | 3,400 | 3,400 | - | 0% | 3,400 | 3,400 | 3,400 | 3,400 |
| 01-413-000-235 | Vehicle Maintenance | 1,265 | 351 | 2,000 | 2,412 | 1,500 | 1,500 | - | 0% | 1,500 | 1,500 | 1,500 | 1,500 |

# Upper Uwchlan Township
## 2023 Budget

| | | Actual | Actual | Budget | Actual - 9/30/22 | Budget | Budget | $ Inc/(Dec) | % | Budget | Budget | Budget | Budget |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 2020 | 2021 | 2021 | 2022 | 2022 | 2023 | '22 Budget | Inc/(Dec) | 2024 | 2025 | 2026 | 2027 |
| 01-413-000-316 | Training & Seminars | 957 | - | 2,500 | 297 | 3,000 | 3,000 | - | 0% | 3,000 | 3,000 | 3,000 | 3,000 |
| 01-413-000-317 | Parking & Travel | - | 32 | 750 | 368 | 250 | 250 | - | 0% | 250 | 250 | 250 | 250 |
| 01-413-000-320 | Telephone | 1,274 | 769 | 2,000 | 653 | 2,000 | 3,000 | 1,000 | 50% | 2,000 | 2,000 | 2,000 | 2,000 |
| 01-413-000-322 | Ipad Expense | 662 | 543 | 600 | 376 | 600 | 500 | (100) | -17% | 600 | 600 | 600 | 600 |
| 01-413-000-352 | Insurance - Liability | 377 | 367 | 367 | 211 | 282 | 270 | (13) | -4% | 270 | 270 | 270 | 270 |
| 01-413-000-353 | Insurance - Vehicles | 297 | 285 | 285 | 299 | 398 | 403 | 5 | 1% | 403 | 403 | 403 | 403 |
| 01-413-000-354 | Insurance - Workers Comp. | 2,003 | 978 | 618 | 1,493 | 720 | 685 | (35) | -5% | 700 | 700 | 700 | 700 |
| 01-413-000-420 | Dues/Subscriptions/Memberships | 230 | 748 | 3,000 | 337 | 3,000 | 1,500 | (1,500) | -50% | 1,500 | 1,500 | 1,500 | 1,500 |
| 01-413-000-450 | Contracted Services | 13,673 | 1,195 | 10,000 | 747 | 10,000 | 5,000 | (5,000) | -50% | 5,000 | 5,000 | 12,000 | 12,000 |
| 01-413-000-460 | Meetings & Conferences | - | - | 1,000 | - | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| | Total 413 CODES ADMINISTRATION | 374,109 | 341,821 | 350,701 | 261,048 | 364,965 | 417,602 | 52,637 | 14% | 429,799 | 445,615 | 467,922 | 483,874 |
| 414 PLANNNIG & ZONING | | | | | | | | | | | | | |
| | ***General Planning*** | | | | | | | | | | | | |
| 01-414-001-116 | Compensation | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-414-001-200 | Supplies | - | - | 500 | 609 | 500 | 500 | - | 0% | 500 | 500 | 500 | 500 |
| 01-414-001-301 | Court Reporter | 570 | 964 | 1,500 | 2,385 | 1,500 | 1,500 | - | 0% | 1,500 | 1,500 | 1,500 | 1,500 |
| 01-414-001-315 | Legal Fees | 2,280 | 6,273 | 3,000 | 13,615 | 3,000 | 3,000 | - | 0% | 3,000 | 3,000 | 3,000 | 3,000 |
| 01-414-001-365 | Comp Plan Update | - | - | - | - | 50,000 | 50,000 | - | 0% | - | - | - | - |
| 01-414-001-366 | Ordinance Update | 250 | 8,160 | 20,000 | 9,382 | 20,000 | 20,000 | - | 0% | 3,000 | 3,000 | 3,000 | 3,000 |
| 01-414-001-367 | General Planning | 250 | - | 3,000 | - | 3,000 | 3,000 | - | 0% | 3,000 | 3,000 | 3,000 | 3,000 |
| 01-414-001-368 | Advertising | 320 | 294 | 500 | - | 500 | 500 | - | 0% | 500 | 500 | 500 | 500 |
| 01-414-001-451 | Act 209 | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | Total 414-001 Planning | 3,670 | 15,691 | 28,500 | 25,991 | 78,500 | 78,500 | - | 0% | 11,500 | 11,500 | 11,500 | 11,500 |
| | ***Village Concept*** | | | | | | | | | | | | |
| 01-414-002-367 | General Planning | - | - | 1,000 | 9,319 | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| | Total 414-002 Village Concept | - | - | 1,000 | 9,319 | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| | ***Zoning*** | | | | | | | | | | | | |
| 01-414-003-100 | Zoning Board Compensation | - | - | 800 | - | 800 | 800 | - | 0% | 800 | 800 | 800 | 800 |
| 01-414-003-301 | Court Reporter | | 909 | 2,000 | 6,399 | 2,000 | 2,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| 01-414-003-315 | Legal Fees | | - | 6,000 | - | 6,000 | 6,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| 01-414-003-450 | Contracted Services | | - | 1,000 | - | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| | Total 414-003 Zoning | - | 909 | 9,800 | 6,399 | 9,800 | 9,800 | - | 0% | 5,800 | 5,800 | 5,800 | 5,800 |
| | Total 414 PLANNNIG & ZONING | 3,670 | 16,600 | 39,300 | 41,709 | 89,300 | 89,300 | - | 0% | 18,300 | 18,300 | 18,300 | 18,300 |
| 415 EMERGENCY OPERATIONS | | | | | | | | | | | | | |
| 01-415-000-200 | Supplies | 2,639 | 89 | 2,000 | 2,726 | 2,000 | 2,000 | - | 0% | 500 | 500 | 500 | 500 |
| 01-415-000-260 | Small Tools & Equipment | - | - | 1,000 | - | 1,000 | 1,000 | - | 0% | 500 | 500 | 500 | 500 |
| 01-415-000-316 | Training & Seminars | 160 | 115 | 1,200 | 630 | 1,200 | 1,200 | - | 0% | 3,000 | 3,000 | 3,000 | 3,000 |
| 01-415-000-317 | Parking & Travel | 92 | - | 400 | - | 400 | 400 | - | 0% | 100 | 100 | 100 | 100 |
| 01-415-000-320 | Telephone | - | - | 1,200 | - | 1,200 | 1,200 | - | 0% | 1,200 | 1,200 | 1,200 | 1,200 |
| 01-415-000-330 | Other Services/Charges | - | - | 500 | - | 500 | 500 | - | 0% | 500 | 500 | 500 | 500 |
| 01-415-000-420 | Dues/Subscriptions/Memberships | 120 | - | 50 | - | 50 | 50 | - | 0% | 50 | 50 | 50 | 50 |
| 01-415-000-450 | Contracted Services | - | - | 500 | - | 500 | 500 | - | 0% | 500 | 500 | 500 | 500 |
| 01-415-000-740 | Computer/Furniture | - | 2,778 | 1,000 | - | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| | Total 415 EMERGENCY OPERATIONS | 3,011 | 2,982 | 7,850 | 3,356 | 7,850 | 7,850 | - | 0% | 7,350 | 7,350 | 7,350 | 7,350 |
| 422 - 456 OTHER SERVICES | | | | | | | | | | | | | |
| 01-422-000-530 | SPCA Contract | 4,093 | 4,717 | 4,637 | 2,590 | 4,776 | 4,776 | (0) | 0% | 4,919 | 5,067 | 5,219 | 5,375 |
| 01-422-000-601 | DARC | 23,037 | 23,037 | 25,341 | 24,189 | 25,341 | 25,398 | 57 | 0% | 25,398 | 25,398 | 25,398 | 25,398 |
| 01-422-000-603 | Downingtown Senior Center | 2,000 | 2,000 | 2,000 | - | 2,000 | 2,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |

# Upper Uwchlan Township
## 2023 Budget

| | | Actual | Actual | Budget | Actual - 9/30/22 | Budget | Budget | $ Inc/(Dec) | % | Budget | Budget | Budget | Budget |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 2020 | 2021 | 2021 | 2022 | 2022 | 2023 | '22 Budget | Inc/(Dec) | 2024 | 2025 | 2026 | 2027 |
| 01-422-000-605 | Natural Lands Trust | - | - | 20,000 | - | 20,000 | 20,000 | - | 0% | - | - | - | - |
| 01-456-000-530 | Contributions - Library | 5,000 | 5,000 | 5,000 | - | 5,000 | 5,000 | - | 0% | 5,000 | 5,000 | 5,000 | 5,000 |
| | | 34,130 | 34,754 | 56,978 | 26,779 | 57,117 | 57,174 | 57 | 0% | 37,317 | 37,465 | 37,617 | 37,773 |
| | **Total EMERGENCY & OTHER** | 37,141 | 37,736 | 64,828 | 30,135 | 64,967 | 65,024 | 57 | 0% | 44,667 | 44,815 | 44,967 | 45,123 |
| **433 SIGNS** | | | | | | | | | | | | | |
| 01-433-000-200 | Supplies | 4,686 | 4,991 | 5,000 | 9,561 | 5,000 | 5,000 | - | 0% | 5,000 | 5,000 | 5,000 | 5,000 |
| 01-433-000-450 | Contracted Services | - | 316 | 1,000 | - | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| | | 4,686 | 5,307 | 6,000 | 9,561 | 6,000 | 6,000 | - | 0% | 6,000 | 6,000 | 6,000 | 6,000 |
| **434 SIGNALS** | | | | | | | | | | | | | |
| 01-434-000-450 | Contracted Services | 24,550 | 43,656 | 35,200 | 8,185 | 35,200 | 35,200 | - | 0% | 25,000 | 25,000 | 25,000 | 25,000 |
| | | 24,550 | 43,656 | 35,200 | 8,185 | 35,200 | 35,200 | - | 0% | 25,000 | 25,000 | 25,000 | 25,000 |
| **438 PUBLIC WORKS** | | | | | | | | | | | | | |
| 01-438-000-100 | Public Works Wages | 416,301 | 435,923 | 439,698 | 292,011 | 451,945 | 521,773 | 69,828 | 15% | 542,644 | 564,349 | 586,923 | 610,400 |
| 01-438-000-101 | Employee Cost Allocated | - | (21,996) | (27,098) | - | (82,665) | (81,283) | 1,383 | -2% | (83,721) | (86,233) | (88,820) | (91,484) |
| 01-438-000-150 | Payroll Tax Expense | 32,667 | 35,560 | 33,637 | 24,850 | 34,574 | 39,916 | 5,342 | 15% | 41,512 | 43,173 | 44,900 | 46,696 |
| 01-438-000-151 | Unemployment Compensation | 563 | 1,435 | 1,435 | 3,745 | 3,745 | 2,695 | (1,050) | -28% | 2,118 | 2,310 | 2,406 | 2,503 |
| 01-438-000-156 | Employee Benefit Expense | 131,475 | 166,291 | 147,806 | 129,300 | 187,111 | 184,174 | (2,937) | -2% | 187,857 | 191,614 | 195,447 | 199,356 |
| 01-438-000-160 | Pension Expense | 32,193 | 38,573 | 38,133 | 30,663 | 30,829 | 32,593 | 1,764 | 6% | 33,897 | 35,252 | 36,662 | 38,129 |
| 01-410-000-165 | Employer 457 Match | 6,000 | 10,500 | 10,500 | - | 14,000 | 14,000 | - | 0% | 14,000 | 14,000 | 14,000 | 14,000 |
| 01-438-000-181 | Longevity | 6,750 | 8,100 | 8,100 | 6,300 | 8,850 | 8,850 | - | 0% | 9,600 | 10,350 | 11,850 | 14,250 |
| 01-438-000-183 | Overtime Wages | 5,977 | 16,579 | 26,000 | 11,105 | 26,000 | 26,000 | - | 0% | 26,000 | 26,000 | 26,000 | 26,000 |
| 01-438-000-200 | Supplies | 42,473 | 59,295 | 48,500 | 33,649 | 49,000 | 49,000 | - | 0% | 49,000 | 49,000 | 49,000 | 49,000 |
| 01-438-000-205 | Meals and Meal Allowances | - | 386 | 500 | - | 600 | 600 | - | 0% | 600 | 600 | 600 | 600 |
| 01-438-000-230 | Gasoline & Oil | 15,997 | 22,642 | 34,200 | 24,757 | 42,000 | 45,000 | 3,000 | 7% | 45,000 | 45,000 | 45,000 | 45,000 |
| 01-438-000-235 | Vehicle Maintenance | 7,272 | 28,621 | 17,000 | 21,712 | 18,000 | 20,000 | 2,000 | 11% | 20,000 | 20,000 | 20,000 | 20,000 |
| 01-438-000-238 | Uniforms | 2,679 | 3,534 | 3,050 | 2,066 | 3,050 | 4,500 | 1,450 | 48% | 4,500 | 4,500 | 4,500 | 4,500 |
| 01-438-000-245 | Highway Supplies | 9,540 | 11,623 | 9,600 | 20,358 | 9,600 | 9,600 | - | 0% | 9,600 | 9,600 | 9,600 | 9,600 |
| 01-438-000-260 | Small Tools & Equipment | 8,884 | 4,501 | 9,600 | 7,630 | 9,750 | 9,600 | (150) | -2% | 9,600 | 9,600 | 9,600 | 9,600 |
| 01-438-000-316 | Training & Seminars | 1,371 | 985 | 5,000 | 2,015 | 5,225 | 5,300 | 75 | 1% | 5,300 | 5,300 | 5,300 | 5,300 |
| 01-438-000-317 | Parking and Travel | - | 1,786 | 800 | - | 800 | 800 | - | 0% | 800 | 800 | 800 | 800 |
| 01-438-000-320 | Telephone | 2,512 | 1,962 | 3,000 | 1,820 | 3,000 | 4,300 | 1,300 | 43% | 4,300 | 4,300 | 4,300 | 4,300 |
| 01-438-000-322 | Ipad Expense | 1,024 | 757 | 1,200 | 1,368 | 1,200 | 1,200 | - | 0% | 1,200 | 1,200 | 1,200 | 1,200 |
| 01-438-000-341 | Advertising | 60 | - | - | - | - | - | - | 0% | - | - | - | - |
| 01-438-000-342 | Accreditation | - | - | 5,000 | - | 5,000 | 5,000 | - | 0% | 5,000 | 5,000 | 5,000 | 5,000 |
| 01-438-000-352 | Insurance - Liability | 1,665 | 1,621 | 1,621 | 1,114 | 1,486 | 1,439 | (46) | -3% | 1,439 | 1,439 | 1,439 | 1,439 |
| 01-438-000-353 | Insurance - Vehicles | 1,189 | 1,141 | 1,141 | 1,195 | 1,593 | 1,611 | 18 | 1% | 1,611 | 1,611 | 1,611 | 1,611 |
| 01-438-000-354 | Insurance - Workers Comp. | 11,880 | 12,241 | 11,747 | 7,961 | 13,680 | 13,007 | (673) | -5% | 13,397 | 13,799 | 14,213 | 14,639 |
| 01-438-000-420 | Dues/Subscriptions/Memberships | 820 | - | 400 | 215 | 400 | 400 | - | 0% | 400 | 400 | 400 | 400 |
| 01-438-000-450 | Contracted Services | 25,431 | 48,355 | 52,730 | 11,834 | 56,500 | 94,500 | 38,000 | 67% | 94,500 | 94,500 | 94,500 | 94,500 |
| 01-438-000-463 | Miscellaneous | - | - | - | - | - | - | - | 0% | - | - | - | - |
| 01-438-000-720 | Road Resurfacing | - | 195,000 | 274,333 | 274,333 | 274,333 | - | (274,333) | 100% | - | - | - | - |
| | | 764,723 | 1,085,415 | 1,157,633 | 910,001 | 1,169,605 | 1,014,574 | (155,031) | -13% | 1,040,153 | 1,067,465 | 1,096,432 | 1,127,338 |

# Upper Uwchlan Township
## 2023 Budget

| | | Actual 2020 | Actual 2021 | Budget 2021 | Actual - 9/30/22 2022 | Budget 2022 | Budget 2023 | $ Inc/(Dec) '22 Budget | % Inc/(Dec) | Budget 2024 | Budget 2025 | Budget 2026 | Budget 2027 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | ***Public Works - Facilities Division*** | | | | | | | | | | | | |
| 01-438-001-100 | Public Works Wages-Facilities Div. | 191,520 | 204,049 | 234,093 | 168,176 | 241,115 | 247,991 | 6,876 | 3% | 257,911 | 268,227 | 278,956 | 290,114 |
| 01-438-001-101 | PW Facilities Costs Allocated | (196,942) | (204,349) | (223,653) | (124,426) | (225,983) | (220,095) | 5,888 | -3% | (220,095) | (220,095) | (220,095) | (220,095) |
| 01-438-001-150 | Payroll Tax Expense | 14,885 | 16,479 | 17,908 | 13,911 | 18,445 | 18,971 | 526 | 3% | 19,730 | 20,519 | 21,340 | 22,194 |
| 01-438-001-151 | Unemployment Compensation | 479 | 1,861 | 1,435 | 2,906 | 3,745 | 2,695 | (1,050) | -28% | 2,830 | 2,965 | 3,099 | 3,234 |
| 01-438-001-156 | Employee Benefit Expense | 42,597 | 38,932 | 38,965 | 32,700 | 42,306 | 48,545 | 6,239 | 15% | 49,516 | 50,507 | 51,517 | 52,547 |
| 01-438-001-160 | Pension Expense | 11,517 | 3,391 | 11,643 | 10,812 | 10,482 | 10,563 | 81 | 1% | 10,985 | 11,424 | 11,881 | 12,357 |
| 01-410-000-165 | Employer 457 Match | 2,000 | 4,500 | 4,500 | - | 6,000 | 6,000 | - | 0% | 6,000 | 6,000 | 6,000 | 6,000 |
| 01-438-001-181 | Longevity | 1,950 | 2,850 | 2,850 | 3,150 | 3,300 | 3,450 | 150 | 5% | 3,750 | 4,050 | 4,350 | 4,650 |
| 01-438-001-183 | Overtime Wages | 1,887 | 7,463 | 8,000 | 6,401 | 8,000 | 8,000 | - | 0% | 8,000 | 8,000 | 8,000 | 8,000 |
| 01-438-001-200 | Supplies | - | - | - | 15 | - | 2,500 | 2,500 | #DIV/0! | 2,500 | 2,500 | 2,500 | 2,500 |
| 01-438-001-230 | Gasoline & Oil | 14,453 | 20,612 | 12,000 | 20,827 | 12,000 | 12,000 | - | 0% | 12,000 | 12,000 | 12,000 | 12,000 |
| 01-438-001-235 | Vehicle Maintenance | 777 | - | 6,500 | - | 6,500 | 6,500 | - | 0% | 6,500 | 6,500 | 6,500 | 6,500 |
| 01-438-001-238 | Uniforms | 125 | 1,623 | 2,200 | - | 1,200 | 1,500 | 300 | 25% | 1,500 | 1,500 | 1,500 | 1,500 |
| 01-438-001-316 | Training & Seminars | - | 657 | 1,600 | - | 1,600 | 1,600 | - | 0% | 1,600 | 1,600 | 1,600 | 1,600 |
| 01-438-001-352 | Insurance - Liability | 1,665 | 1,621 | 1,621 | 1,114 | 1,486 | 1,439 | (47) | -3% | 1,439 | 1,439 | 1,439 | 1,439 |
| 01-438-001-353 | Insurance - Vehicles | 1,189 | 1,141 | 1,141 | 1,195 | 1,593 | 1,611 | 18 | 1% | 1,611 | 1,611 | 1,611 | 1,611 |
| 01-438-001-354 | Insurance - Workers Comp. | 4,142 | 7,920 | 8,037 | 3,981 | 9,360 | 8,899 | (461) | -5% | 8,899 | 8,899 | 8,899 | 8,899 |
| 01-438-001-450 | Contracted Services | - | - | - | 88 | - | - | - | 0% | - | - | | - |
| | | 92,244 | 108,750 | 128,840 | 140,850 | 141,149 | 162,170 | 21,021 | 15% | 174,676 | 187,646 | 201,098 | 215,050 |
| **Total 438 PUBLIC WORKS** | | 856,967 | 1,194,165 | 1,286,473 | 1,050,851 | 1,310,754 | 1,176,744 | (134,010) | -10% | 1,214,829 | 1,255,112 | 1,297,530 | 1,342,388 |
| **439 ROAD CONSTRUCTION** | | | | | | | | | | | | | |
| 01-439-000-752 | East West Link | - | - | - | | - | - | - | 0% | - | - | - | - |
| | | - | - | - | - | - | - | - | 0% | - | - | - | - |
| **454 PARK & RECREATION** | | | | | | | | | | | | | |
| | ***Parks - General*** | | | | | | | | | | | | |
| 01-454-000-150 | Scholarships for Youth Groups | - | - | 6,000 | - | 6,000 | - | (6,000) | -100% | 6,000 | 6,000 | 6,000 | 6,000 |
| 01-454-001-101 | Park Wage Allocation | 196,942 | 204,349 | 223,653 | 124,426 | 225,983 | 220,095 | (5,888) | -3% | 220,095 | 220,095 | 220,095 | 220,095 |
| 01-454-001-200 | Supplies | 19,778 | 15,836 | 15,000 | 12,622 | 15,000 | 15,000 | - | 0% | 15,000 | 15,000 | 15,000 | 15,000 |
| 01-454-001-201 | Park & Rec Special Events | 3,662 | 4,700 | 6,000 | 6,451 | 6,000 | 21,000 | 15,000 | 250% | 21,000 | 21,000 | 21,000 | 21,000 |
| 01-454-001-202 | Block Party | 7,098 | 10,100 | 28,000 | 32,928 | 28,000 | 30,000 | 2,000 | 7% | 30,000 | 30,000 | 30,000 | 30,000 |
| 01-454-001-230 | Gasoline & Oil | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-454-001-235 | Vehicle Maintenance | 5,646 | 10,038 | 6,000 | 1,189 | 6,000 | 4,000 | (2,000) | -33% | 4,000 | 4,000 | 4,000 | 4,000 |
| 01-454-001-250 | Maintenance & Repairs | - | - | 500 | 952 | 500 | 500 | - | 0% | 500 | 500 | 500 | 500 |
| 01-454-001-260 | Small Tools & Equipment | 1,425 | - | 2,700 | - | 3,330 | 6,130 | 2,800 | 84% | 6,130 | 6,130 | 6,130 | 6,130 |
| 01-454-001-316 | Training & Seminars | - | - | 1,000 | - | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-454-001-320 | Telephone | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-454-001-340 | Public Relations | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-454-001-354 | Insurance - Workers Comp. | 3,338 | 3,857 | 3,710 | 2,488 | 4,320 | 4,107 | (213) | -5% | 4,107 | 4,107 | 4,107 | 4,107 |
| 01-454-001-420 | Dues/Subscriptions/Memberships | - | - | 300 | - | 300 | 300 | - | 0% | - | - | - | - |
| 01-454-001-450 | Contracted Services | - | - | 500 | 751 | 500 | 1,500 | 1,000 | 200% | 1,500 | 1,500 | 1,500 | 1,500 |
| | | 237,889 | 248,880 | 293,363 | 181,807 | 296,933 | 303,633 | 6,700 | 2% | 309,333 | 309,333 | 309,333 | 309,333 |
| | ***Hickory Park*** | | | | | | | | | | | | |
| 01-454-002-200 | Supplies - Hickory Park | 5,380 | 3,714 | 3,000 | 3,394 | 3,000 | 3,000 | - | 0% | 3,000 | 3,000 | 3,000 | 3,000 |
| 01-454-002-231 | Propane | - | 1,331 | 2,000 | 182 | 2,000 | 3,000 | 1,000 | 50% | 3,000 | 3,000 | 3,000 | 3,000 |
| 01-454-002-250 | Maintenance & Repairs | 295 | 487 | 8,000 | 5,221 | 8,000 | 8,000 | - | 0% | 7,000 | 7,000 | 7,000 | 7,000 |
| 01-454-002-351 | Insurance - Property | 4,134 | 4,072 | 4,072 | 3,886 | 5,182 | 6,922 | 1,740 | 34% | 6,922 | 6,922 | 6,922 | 6,922 |
| 01-454-002-360 | Utilities | 2,629 | 2,612 | 5,000 | 3,127 | 5,000 | 5,000 | - | 0% | 5,000 | 5,000 | 5,000 | 5,000 |
| 01-454-002-450 | Contracted Services | 20,948 | 23,006 | 20,000 | 50,981 | 20,000 | 20,000 | - | 0% | 20,000 | 20,000 | 20,000 | 20,000 |
| | | 33,386 | 35,222 | 42,072 | 66,791 | 43,182 | 45,922 | 2,740 | 6% | 44,922 | 44,922 | 44,922 | 44,922 |

# Upper Uwchlan Township
## 2023 Budget

| | | Actual 2020 | Actual 2021 | Budget 2021 | Actual - 9/30/22 2022 | Budget 2022 | Budget 2023 | $ Inc/(Dec) '22 Budget | % Inc/(Dec) | Budget 2024 | Budget 2025 | Budget 2026 | Budget 2027 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | ***Fellowship Fields*** | | | | | | | | | | | | |
| 01-454-003-200 | Supplies | 1,015 | 7,474 | 3,000 | 475 | 3,000 | 3,000 | - | 0% | 3,000 | 3,000 | 3,000 | 3,000 |
| 01-454-003-250 | Maintenance & Repairs | 500 | 6,436 | 10,000 | 5,717 | 18,000 | 10,000 | (8,000) | -44% | 10,000 | 10,000 | 10,000 | 10,000 |
| 01-454-003-312 | Engineering Fees | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-454-003-320 | Telephone | 1,500 | 1,600 | 2,500 | 1,165 | 2,500 | 2,500 | - | 0% | 2,500 | 2,500 | 2,500 | 2,500 |
| 01-454-003-351 | Insurance - Property | 4,134 | 4,072 | 4,072 | 3,886 | 5,182 | 6,922 | 1,740 | 34% | 6,922 | 6,922 | 6,922 | 6,922 |
| 01-454-003-360 | Utilities | 9,291 | 10,384 | 12,000 | 6,762 | 12,000 | 12,000 | - | 0% | 12,000 | 12,000 | 12,000 | 12,000 |
| 01-454-003-450 | Contracted Services | 21,225 | 26,473 | 16,000 | 7,766 | 16,000 | 38,000 | 22,000 | 138% | 15,000 | 15,000 | 15,000 | 15,000 |
| | | 37,665 | 56,439 | 47,572 | 25,771 | 56,682 | 72,422 | 15,740 | 28% | 49,422 | 49,422 | 49,422 | 49,422 |
| | ***Larkins Field*** | | | | | | | | | | | | |
| 01-454-004-200 | Supplies | 113 | - | 1,000 | - | 1,000 | 500 | (500) | -50% | 500 | 500 | 500 | 500 |
| 01-454-004-250 | Maintenance & Repairs | - | - | 1,000 | - | 1,000 | 500 | (500) | -50% | 500 | 500 | 500 | 500 |
| 01-454-004-312 | Engineering Fees | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 01-454-004-450 | Contracted Services | 660 | 1,185 | 3,000 | 546 | 3,000 | 3,000 | - | 0% | 3,000 | 3,000 | 3,000 | 3,000 |
| | | 773 | 1,185 | 5,000 | 546 | 5,000 | 4,000 | (1,000) | -20% | 4,000 | 4,000 | 4,000 | 4,000 |
| | ***Upland Farms*** | | | | | | | | | | | | |
| 01-454-005-200 | Supplies | 465 | 1,182 | 5,000 | 13,999 | 5,000 | 7,500 | 2,500 | 50% | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-454-005-231 | Propane & Heating Oil | 1,119 | 1,977 | 4,500 | 989 | 6,000 | 5,000 | (1,000) | -17% | 5,000 | 5,000 | 5,000 | 5,000 |
| 01-454-005-250 | Maintenance & Repairs | 285 | 11,916 | 50,000 | 9,538 | 50,000 | 50,000 | - | 0% | 10,000 | 10,000 | 10,000 | 10,000 |
| 01-454-005-351 | Insurance - Property | 4,134 | 4,072 | 4,072 | 3,886 | 5,182 | 6,922 | 1,740 | 34% | 6,922 | 6,922 | 6,922 | 6,922 |
| 01-454-005-360 | Utilities | 4,179 | 12,520 | 4,000 | 13,301 | 14,000 | 15,000 | 1,000 | 7% | 15,000 | 15,000 | 15,000 | 15,000 |
| 01-454-005-450 | Contracted Services | 3,549 | 8,031 | 5,000 | 14,270 | 10,000 | 20,000 | 10,000 | 100% | 20,000 | 20,000 | 20,000 | 20,000 |
| 01-454-005-513 | Engineering Fees | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | | 13,731 | 39,698 | 72,572 | 55,983 | 90,182 | 104,422 | 14,240 | 16% | 57,922 | 57,922 | 57,922 | 57,922 |
| | **Total Individual Parks** | 85,555 | 132,544 | 167,216 | 149,091 | 195,046 | 226,766 | 31,720 | 16% | 156,266 | 156,266 | 156,266 | 156,266 |
| **Total 454 PARK & RECREATION** | | **323,444** | **381,424** | **460,579** | **330,898** | **491,979** | **530,398** | **38,419** | **8%** | **465,598** | **465,598** | **465,598** | **465,598** |
| **455 ENVIRONMENTAL ADVISORY COUNCIL** | | | | | | | | | | | | | |
| 01-455-000-450 | Contracted Services | - | - | - | 1,712 | 10,000 | 10,000 | - | 0% | 10,000 | 10,000 | 10,000 | 10,000 |
| | | **-** | **-** | **-** | **1,712** | **10,000** | **10,000** | **-** | 0% | **10,000** | **10,000** | **10,000** | **10,000** |
| **459 HISTORICAL COMMISSIONS** | | | | | | | | | | | | | |
| 01-459-000-200 | Supplies | - | 1,221 | 2,500 | 1,357 | 2,500 | 2,500 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-459-000-320 | Telephone | - | - | 1,000 | - | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-459-000-450 | Contracted Services | 1,177 | 2,214 | 1,500 | - | 1,500 | 1,500 | - | 0% | 1,500 | 1,500 | 1,500 | 1,500 |
| | | 1,177 | 3,435 | 5,000 | 1,357 | 5,000 | 5,000 | - | 0% | 3,500 | 3,500 | 3,500 | 3,500 |
| | | | | | - | | | | | | | | |
| **TOTAL EXPENSES BEFORE OPERATING TRANSFERS** | | **5,822,129** | **6,588,832** | **6,500,325** | **5,465,823** | **7,912,115** | **7,458,408** | **(463,707)** | -6% | **7,310,372** | **7,503,519** | **7,723,485** | **7,947,911** |
| | **NET INCOME BEFORE TRANSFERS** | **2,905,883** | **2,555,065** | **559,897** | **1,693,273** | **108,434** | **764,030** | **665,596** | **614%** | **809,342** | **709,247** | **580,143** | **447,927** |

## Upper Uwchlan Township
## 2023 Budget

| | | Actual 2020 | Actual 2021 | Budget 2021 | Actual - 9/30/22 2022 | Budget 2022 | Budget 2023 | $ Inc/(Dec) '22 Budget | % Inc/(Dec) | Budget 2024 | Budget 2025 | Budget 2026 | Budget 2027 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **492 OPERATING TRANSFERS** | | | | | | | | | | | | | |
| **01-492-000-030** | **Transfer to Capital Acquisition Fund:** | | | | | | | | | | | | |
| | **From Turf Field cash account** | | (1,995,344) | - | - | (400,000) | - | 400,000 | -100% | - | - | - | - |
| | **Other** | (1,518,000) | | (518,000) | (1,500,000) | (500,000) | (450,000) | 50,000 | -10% | (500,000) | (400,000) | (200,000) | - |
| **01-492-000-036** | **Transfer to Water Resource Protection Fu** | - | (245,000) | (300,000) | (245,000) | (245,000) | (300,000) | (55,000) | 22% | - | - | - | - |
| **01-492-000-050** | **Transfer to Solid Waste Fund** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | **Transfer to Developer's Escrow Fund** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | **Transfer to Act 209 Fund** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | | (1,518,000) | (2,240,344) | (818,000) | (1,745,000) | (1,145,000) | (750,000) | 395,000 | -34% | (500,000) | (400,000) | (200,000) | - |
| | **Total Expenditures** | 7,340,129 | 8,829,176 | 7,318,325 | 7,210,823 | 9,057,115 | 8,208,408 | (858,707) | -9% | 7,810,372 | 7,903,519 | 7,923,485 | 7,947,911 |
| | **Net Ordinary Income** | 1,387,883 | 314,721 | (258,103) | (51,727) | (1,036,566) | 14,030 | 1,060,596 | -102% | 309,342 | 309,247 | 380,143 | 447,927 |
| | **Solid Waste Fund** | | | | | | | | | | | | |
| | **Revenue** | 1,100,261 | 1,086,135 | 1,096,444 | 1,036,284 | 1,141,331 | 1,165,573 | 24,242 | 2% | 1,190,173 | 1,190,373 | 1,190,573 | 1,190,773 |
| | **Expenses** | (933,990) | (972,638) | (914,796) | (708,954) | (1,045,522) | (1,076,004) | (30,482) | 3% | (1,041,077) | (1,041,787) | (1,050,044) | (1,052,723) |
| | **Operating transfers** | (150,000) | (100,000) | (150,000) | - | (100,000) | (85,000) | 15,000 | -15% | (80,000) | (80,000) | (80,000) | (80,000) |
| | **NET INCOME** | 16,271 | 13,497 | 31,648 | 327,330 | (4,191) | 4,569 | 8,760 | -209% | 69,096 | 68,586 | 60,528 | 58,050 |
| | **Net Ordinary Income (Loss)** | 1,404,154 | 328,218 | (226,455) | 275,603 | (1,040,757) | 18,599 | 1,069,356 | -103% | 378,438 | 377,833 | 440,671 | 505,977 |

## GENERAL FUND

## GENERAL GOVERNMENT DEPARTMENT

### MISSION

The mission of the Board of Supervisors of Upper Uwchlan Township is to provide effective, efficient and responsive local government to its residents through the establishment of policies that reflect the community's needs and goals. The Board of Supervisors places the health, safety and welfare of the residents above all other priorities.

The Board has appointed a Township Manager who is responsible for the day to day operation of the Township's administrative affairs.

### DESCRIPTION OF SERVICES PROVIDED

The Township has a three-member Board of Supervisors. One member is elected during the local election, every other year, for a term of six years. The Board of Supervisors is responsible for the appointment of the Township Manager and various boards and commissions. The Supervisors establish municipal policy (in accordance with state law), determine the level of services provided in the Township, adopt an annual budget and set the municipal tax rate for the Township.

The current Board members are as follows:

| | | Term Expires |
|---|---|---|
| Chairperson | Sandra M. D'Amico | 12/31/23 |
| Vice-Chairman | Jennifer Baxter | 12/31/25 |
| Member | Andrew Durkin | 12/31/27 |

The Board meets twice each month; the workshop is held on the second Tuesday afternoon at 4:00 PM and the business meeting of the Board is held on the third Monday evening of each month at 7:00 PM.

Public meetings and the semi-annual newsletter are an important part of the communication between the Board of Supervisors and the public. The Township's web site, Facebook and Twitter presence are also an efficient means of communicating events and policies to the residents of the Township. The Supervisors are very supportive of the Township's annual "Block Party" that is held the day before Father's Day every June on Route 100 in front of the Township building.

This department includes the compensation and related expenses for the Board of Supervisors as well as "general" government expenses that are not attributable to any specific department. Under the Second Class Township Code, the maximum annual salary for a supervisor in a township of our population is $3,250.

Members of the Upper Uwchlan Board of Supervisors also lend their experience and expertise to Chester County and the community, and enhance the Township's influence by their involvement and membership on various Boards:

- Chester County Association of Township Officials (CCATO)
- Pennsylvania State Association of Township Supervisors (PSATS)
- The Lord's Pantry, Downingtown (supplemental food program for needy families)
- Marsh Creek Eagles Football

**Volunteer Groups Serving the Upper Uwchlan Community**

The Township has established several commissions that consist of volunteers who serve the community and are supported by members of Township staff or Supervisors. There is always a need for additional members so residents should consider volunteering with one of these groups:

- Emergency Management Planning Commission (EMPC)
- Planning Commission (PC)
- Environmental Advisory Council (EAC)
- Historical Commission
- Technology Advisory Board (TAB)
- Municipal Authority (Authority)
- Park & Recreation Board (P&R)
- Zoning Hearing Board (ZHB)

**ACCOMPLISHMENTS IN 2022**

- No tax increase (since 2006)
- Recognized and awarded the annual "Volunteer of the Year" and the "Business of the Year"
- Replacement of the Park Road bridge over the Turnpike scheduled for November 2022 completion
- Reviewed 6 and adopted the following 5 ordinances and/or amendments:
  Alcoholic beverages permitted at Upland Farm Barn; elimination of the F1/F2 Flexible Design Overlay Districts; Chester Springs Crossing roadway speed limit and such; Non-Uniformed Employee Pension Plan Average Applicable Compensation amendment; and ChesCo Emergency Response Team participation.
- Reviewed three (3) conditional use applications (Barn on Moore, 100 Greenridge Road, Struble Trail Extension)
- Reviewed 7 and approved 5 subdivision/land development plans: 11 Senn Drive, Natural Lands Trust / Shryock; 461 Font Road; 595 Fellowship Road; Byers Station Parcel 5C Lot 2B Commercial
- Approved 11 land development escrow release requests
- Accepted dedication of Chester Springs Crossing roadways and sanitary sewer facilities; Villages at Chester Springs sanitary sewer facilities.
- Approved the 2022 Minimum Municipal Pension Obligation (MMO) for the Police and Non-Uniformed Pension Plans
- The two defined benefit pension plans achieved an overall funding status of 114% with Level 0 – no distress

- Approved the submission of the updated township-wide Act 537 Plan to the PaDEP for their review and approval
- Approved/awarded contracts for the following:
  - 2022 Roadway Materials
  - 2022 Milling and Paving
  - 2022 Pavement Marking
  - Comcast Cable franchise agreement and renewal audit
  - Hickory Park improvements analysis
  - Upland Farm Barn HVAC improvements bid preparation
- Authorized the sale of Township equipment as a result of replacement: public works backhoe, wheel balancer, weed eaters, automotive lift, 2 police SUVs, chairs
- Continued to monitor the response and cleanup efforts following Sunoco's Inadvertent Return (IR) of HDD drilling mud at Marsh Creek Lake August 2020
- Monitored Sunoco's request to PaDEP for pipeline alternate route approval
- Continued work with General Code to recodify the "Code of Upper Uwchlan Township" (completed in October)
- The Planning Commission continued the process of updating the Township's Comprehensive Plan and various related Plans – Village Concept Plan, Village Design Guidelines, Active Transportation Plan
- The Township office serves as a drop-off location for the Marine Corps. annual "Toys for Tots" toy drive – an estimated ___ items were donated by Upper Uwchlan Township residents in 2022
- Held the "12th Annual Block Party" on Route 100, which was very well attended!
- The Environmental Advisory Council and Park & Recreation Board sponsored successful special events: Earth Day Celebration, Easter Egg Hunt, Green Drop Collection, Fall Concert, E-Waste Collection and Shredding event.
- Held a grand opening of the Barn at Upland Farm on April 9.
- Promoted three police officers: Tom Jones to Lieutenant, Brian Gathercole to Detective Corporal and Kyle Sherman to Corporal
- Established Police and Public Works Board of Supervisors Liaisons who meet with Department Heads regularly.
- Trained (1) new Finance Department employee
- Trained (1) new part-time employee - who ends up being a 'new' full-time employee
- Upon the resignation of the Assistant Township Manager, transitioned her duties to the Township Manager

**GOALS FOR 2023**

- Provide leadership and direction to the Township staff and the community
- Maintain Upper Uwchlan Township's quality of life and provide excellent services in a proactive, cost efficient manner
- No tax real estate tax increase
- Continue to link the trail system to surrounding municipalities and within Upper Uwchlan Township
- Continue to enhance communication between residents and all levels of Township staff
- Provide opportunities for commercial expansion within Upper Uwchlan Township via the review and updating of Township ordinances

*Staffing Statistics – as of the end of the year presented*

| | ***2023*** | ***2022*** | ***2021*** |
|---|---|---|---|
| Chairman | 1 | 1 | 1 |
| Vice-Chairman | 1 | 1 | 1 |
| Member | 1 | 1 | 1 |
| **Total** | **3** | **3** | **3** |

**2023 Budget Summary – General Government**

| | **2023 Budget** | **Actual 2022 (9/30/22)** | **2022 Budget** | **2023 Increase (Decrease)** | **Percentage Change** |
|---|---|---|---|---|---|
| Personnel and related expenses | $10,496 | $10,496 | $10,496 | $0 | 0.0% |
| Liability and Public Officials Bond | 24,386 | 15,449 | 19,934 | 4,452 | 22.3% |
| All other | 51,267 | 49,385 | 47,777 | 3,489 | 7.3% |
| **Total** | **$86,148** | **$75,330** | **$78,207** | **$7,941** | **10.2%** |

***Explanation of Major Changes***

**Liability Insurance**

Insurance premiums increased more than 20% for 2023. The Township is a member of a consortium of local government agencies, and locally, Tropical Storm Ida caused large losses to 17 members of the Trust in 2021 which is reflected in 2023 premium rates. On a national level, the property insurers are increasing premiums and reducing coverage limits due to severe property losses (fire, wind and hurricane).

The liability premiums are allocated to individual departments on a pro-rata basis.

**STATISTICS**

| | 2023 | 2022* | 2021 |
|---|---|---|---|
| Township meetings attended | 72 | 77 | 68 |
| Members attending PSATS | 3 | 3 | 3 |
| Ordinances passed | 6 | 5 | 5 |
| Resolutions passed | 8 | 7 | 14 |
| Land development plan approvals | 1 | 5 | 2 |
| Conditional Use hearings or special meetings separate from regular meetings | 1 | 7 | 0 |
| Conditional Use approvals | 1 | 2 | 0 |

*As of 9/30/22

## GENERAL FUND

## EXECUTIVE DEPARTMENT

### MISSION

The mission of the Executive department is to carry out the policies established by the Board of Supervisors to ensure that the Township runs smoothly and efficiently.

### DESCRIPTION OF SERVICES PROVIDED

The Executive department includes the Township Manager, Assistant Township Manager, Township Secretary, and the Finance Department. The Finance Department consists of the Treasurer, an Accounting Associate and an Accounts Payable/Utility Billing Associate. The six staff members of the department work at the Township Building in Chester Springs, Pa. The following services are provided:

*Township Manager*

- Responsible for the proper and efficient administration of all township affairs
- Acts as the liaison between the residents of the township and the duly elected members of the Board of Supervisors
- Is the liaison with the Park & Recreation Board

*Township Secretary*

- Maintains the minutes of workshops and meetings of the Board of Supervisors, Planning Commission, Municipal Authority, Historical Commission, and all Township records
- Prepares the monthly meeting agendas and supporting document packets for the Board of Supervisors, Planning Commission, Municipal Authority, and Historical Commission
- Assists with all bid letting activities
- Assists with processes related to the adoption of Township Ordinances and Resolutions and maintenance of the Code of Upper Uwchlan Township
- Assists with Township website content
- Provides Public Notary services
- Open Records Officer, except for Police-related Requests
- Assists with the receipt, distribution, and reviews of conditional use applications and land development applications, coordinating meetings/hearings toward approval of same
- Liaison with the Planning Commission (PC), Municipal Authority (Authority), Historical Commission (HC), and Technology Advisory Board (TAB)
- All other activities as required

*Assistant to the Township Manager*

- Responsible for Township communications – website, social media, newsletters
- Parks and Recreation – field scheduling and alternate liaison to the Parks and Recreation Board
- Coordinates usage of the Upland Farm Barn event space
- All other activities as required

*Treasurer/Finance Department*

- Performs the Treasury function for the Township
    - Invests available cash at the instruction of the Board of Supervisors and Municipal Authority Board
    - Prepares monthly bank reconciliations
    - Issues real estate tax refunds to residents who have over-paid their taxes
    - Coordinates the collection of real estate taxes with the County Treasurers Office
- Handles all aspects of township utility billing for solid waste/recycling and sewer (for the Municipal Authority)
- Maintains the accounting records for the Township and Municipal Authority
- Receives vendor invoices, reviews for accuracy and prepares checks for signature
- Prepares invoices for field use and developers
- Prepares monthly financial statements for the Board of Supervisors and Authority Board
- Prepares the annual budget for the Township and Municipal Authority
- Prepares year-end financial statements, MD&A and statistical sections of the ACFR
- Functions as the Human Resource department for Township employees
- Maintains relationships with outside auditors and handles all other audits, including Liquid Fuels, pension, and workers compensation
- Member of the Township Pension Committee

**ACCOMPLISHMENTS IN 2022**

- Continued coordination with the Pennsylvania Turnpike on their widening project and replacement of the Park Road bridge
- Assisted with the drafting, review, and adoption of the following ordinance amendments:
    - Outdoor storage tanks
    - Outdoor dining regulations
    - Re-codified the building codes
    - Established speed limits on Township roadways
    - Renew the Verizon Franchise Agreement
    - Allow alcoholic beverages at Upland Farms
    - Eliminate F1/F2 overlay
- Coordinated the review of six (6) subdivision and land development plans
- Coordinated the review of four (4) conditional use applications or PRD amendments
- Coordinated and presented the following contracts to the BOS for consideration:
    - 2022 Milling and Paving
    - 2022 Roadway Materials
    - 2022 Pavement Marking
    - Cable franchise agreement renewal audit
    - Hickory Park improvement grant application and construction document
- Continued refinement of the Township's asset/parcel management system, Traisr
- Opening of renovated Upland Farm Barn and began to rent space to the public
- Received our ninth consecutive Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the 2022 Budget

- Prepared our seventh Annual Comprehensive Financial Report (ACFR) for the year ended December 31, 2021
- Completed the revision of the Township's Employee Manual

**GOALS FOR 2023**

*Administration*

- Continued coordination with various pipeline projects in and around the Township
- Continued coordination with Pennsylvania Turnpike personnel on the Park Road Bridge Replacement Project
- Complete Active Transportation Plan for the Township
- Evaluate the continued development of the Water Resource Protection Program – Phase III, final phase
- Evaluate document scanning programs or services for electronic records retention
- Guide/assist the Planning Commission with tasks to update the Township's Comprehensive Plan
- Evaluate the Solid Waste and Recycling contracts for renewal or re-bid during 2023
- Oversee improvements to Hickory Park including pickle ball courts, new parking configuration, and more

*Finance*

- Continue to obtain additional training as warranted
- Continue to prepare an Annual Comprehensive Financial Report ("ACFR") each year
- Receive the GFOA Certificate of Achievement for Excellence in Financial Reporting for the December 31, 2022 Annual Report (ACFR)
- Receive the GFOA Distinguished Budget Award for the 2023 Budget
- Revise and improve the Accounting Procedures Manual
- Continue to develop and document policies in accordance with the GFOA Best Practices

*Staffing Statistics – as of the end of each year presented*

| | 2023 | 2022 | 2021 |
|---|---|---|---|
| **Full time:** | | | |
| Township Manager | 1 | 1 | 1 |
| Assistant to Twp Mgr | 1 | - | - |
| Assistant Twp. Manager | - | 1 | 1 |
| Township Secretary | 1 | 1 | 1 |
| Treasurer | 1 | 1 | 1 |
| A/R and HR Associate | 1 | 1 | 1 |
| A/P Associate | 1 | 1 | **1** |
| **Total** | **6.0** | **6.0** | **6.0** |

**2023 Budget Summary – Executive**

| | 2023 Budget | Actual 2022 (9/30/22) | 2022 Budget | 2023 Increase (Decrease) | Percentage Change |
|---|---|---|---|---|---|
| Personnel and related expenses | $759,233 | $559,669 | $780,461 | ($21,228) | (2.7%) |
| All other | 59,472 | 48,579 | 59,480 | (8) | 0.0% |
| **Total** | **$818,706** | **$608,248** | **$839,941** | **($21,235)** | **(2.5%)** |

***Explanation of Major Changes***

**Personnel and related expenses**
All non-uniformed personnel are budgeted for a 4% salary increase in 2023 due to the 2022 inflation rate of 8.7%. The decrease in personnel costs is due to a staffing change. The Assistant Township Manager resigned during 2022 to take a Township Manager position within the county. Instead of replacing that position, a new position of Assistant to the Township Manager was created.

The employer matching contribution to the 457 Plan for non-uniform employees will be $2,000 per eligible employee. The match is available to all full-time employees who contribute a minimum of $2,000 to the 457 Plan annually.

**STATISTICS**

| | 2023 | 2022* | 2021 |
|---|---|---|---|
| Township meetings attended | 80 | 175 | 145 |
| Meeting packages prepared | 62 | 46 | 57 |
| Conditional Use Applications processed | 5 | 3 | 3 |
| Subdivision and land development applications processed | 3 | 7 | 4 |
| Ordinance amendments:<br>Discussed<br>Adopted | <br>6 discussed<br>6 adopted | <br>6 discussed<br>5 adopted | <br>5 discussed<br>5 adopted |
| Resolutions approved | 10 | 7 | 14 |
| Right to Know Requests | 60 | 50 | 96 |
| Bid packages prepared | 5 | 7 | 6 |
| | | | |

| | | | |
|---|---|---|---|
| Certifications issued for settlements (re-sale and refinancing) | 125 | 100 | 248 |
| Number of utility bills mailed – solid waste *( includes reminders)* | 4,400 | 4,317 | 4,101 |
| Number of solid waste bills paid through the on-line WIPP | 925 | 1,044 | 969 |
| Number of liens collected – solid waste | 2 | 6 | 4 |
| Number of utility bills mailed - sewer | 12,000 | 12,316 | 11,875 |
| Number of sewer bills paid through the on-line WIPP | 3,500 | 3,235 | 3,879 |
| Number of liens collected - sewer | 5 | 16 | 10 |
| Utility payment processing - date of receipt to date processed *Peak time* | 2 days | 3 days | 3 days |
| Utility payment processing – date of receipt to date processed *Off peak* | 1 day | 1 day | 1 day |
| Notary services provided | 35 | 36 | 32 |

*As of 9/30/22

**PERFORMANCE MEASURES**

*Township Goals Supported*:

- Governance Supports Supervisor's Priority - Governance
  - Significantly increase citizen understanding, access to, and participation in Upper Uwchlan Township local government by communicating with the public

- Financial Operations Supports Supervisor's Priority – Financial Mgmt

  The Township shall maintain strong financial operations that is supported by strong, responsible fiscal policy as evidenced by the following results 100 percent of the time:
  - Maintains an Unrestricted Fund Balance in the General Fund of not less than 35% of general operating expenditures (prior to any transfers to other Funds)
  - Maintains the highest possible bond rating for the size of the Township (Aa/AA)
  - Township receives the Government Finance Officers Association (GFOA) Distinguished Budget Award
  - Township receives the Government Finance Officers Association Comprehensive Annual Financial Report award
  - Consistently produce high quality financial records which reduce annual audit costs

**Governance**

*Increasing citizen involvement and communication via the Township's website*

| | 2021 Actual | 2022 (10/31/22) | 2023 Projected |
|---|---|---|---|
| Total website visits | 101,253 | 237,078 | 250,000 |
| Year to year increase (%) | 6.9% | 134.1% | |
| | | | |
| Total individual page views | 195,168 | 157,711 | 175,000 |
| Year to year increase (%) | 37.6% | (19.2%) | |

**Financial Operations**

*Maintaining highest possible municipal bond rating for Township's of our population*

| | Expected Result | 2021 Actual | 2022 Actual | 2023 Projected |
|---|---|---|---|---|
| Bond Rating | Aa/AA | Aa/AA | Aa/AA | Aa/AA |

*Maintaining Unrestricted Fund Balance in the General Fund*

| | Expected Result | 2021 Actual | 2022 Estimated | 2023 Projected |
|---|---|---|---|---|
| Unrestricted Fund Balance | | $7,348,015 | $7,006,288 | $7,355,354 |
| General Operating Expenditures | | $5,817,084 | 6,215,823 | 7,273,373 |
| Fund balance as a percentage of operating expenses | >35% | 111.7% | 112.7% | 101.1% |

*GFOA Distinguished Budget Presentation Award*

The GFOA issues this award to municipalities whose budgets meet the highest principles of governmental budgeting. The Township first submitted its 2014 Budget to the GFOA and received the award that year and each subsequent year.

| | Expected Result | 2021 Actual | 2022 Actual | 2023 Projected |
|---|---|---|---|---|
| Number of consecutive years receiving the GFOA Budget Presentation Award | 100% | 100% (8 years) | 100% (9 years) | 100% (10 years) |

*Annual Audited Financial Statements*

The Township set a goal of improving its annual financial statements by moving from the state-mandated DCED format to full GAAP statements and finally to the highest level of governmental financial reporting, a Comprehensive Annual Financial Report ("ACFR"). The Township files the DCED report with the Commonwealth of Pennsylvania; beginning with December 31, 2016 and in each subsequent year, the Township has also prepared an ACFR.

| | Expected Result | 2021 Actual | 2022 Estimated | 2023 Projected |
|---|---|---|---|---|
| *Audit year end:* | | *12/31/21* | *12/31/22* | *12/31/23* |
| DCED report | 1 | 1 | 1 | 1 |
| Annual Report | 1 | 1 | 1 | 1 |
| Receive GFOA award for the Annual Report | 100% | TBD 6th year | 7th year | 8th year |

*Containment of Audit Costs*
This measures the cost of all Township audits (Township, Municipal Authority, two pension plans and the Tax Collector audit) and the ability of the Finance department to contain those costs by preparing high quality financial statements and performing other tasks to assist the auditors.
(Note that the only costs reflected in the General Fund Budget are for the Township and Tax Collector audits

| | **Expected Result** | **2021 Actual** | **2022 Estimated** | **2023 Projected** |
|---|---|---|---|---|
| *Audit year end:* | *12/31/22* | *12/31/20* | *12/31/21* | *12/31/22* |
| Number of audits performed | 4 | 4 | 4 | 4 |
| Total cost | $42,100 | $38,550 | $40,300 | $42,100 |
| % change from prior year | < 6.0% | (15.3%) | 4.5% | 4.5% |

*Note* – The auditors increase their fees annually.

## GENERAL FUND

## AUDIT

### DESCRIPTION OF SERVICES PROVIDED

The Township has several elected auditors who, at their option, may review the Township's annual financial statements. The Board of Supervisors annually appoints a firm of certified public accountants to perform an audit of the Township's financial statements. The firm of Barbacane, Thornton & Company LLP has provided audit services to the Township and the Upper Uwchlan Township Municipal Authority since 2009.

### ACCOMPLISHMENTS IN 2022

- Audited the Township's financial statements for the year ended December 31, 2021 and assisted the Township in preparing and filing its Annual Comprehensive Financial Report ("ACFR") resulting in the Township receiving its sixth consecutive "Certificate for Excellence in Reporting" award from the GFOA
- Audited the Township's Police and Non-Uniform Pension Plans for the year ended December 31, 2021

### GOALS FOR 2023

- Continue to provide audit services to the Township, Municipal Authority and the Township's two pension plans

### 2023 Budget Summary - Audit

| | **2023 Budget** *(12/31/22)* | **Actual 2022 (9/30/22)** | **2022 Budget** *(12/31/2021)* | **2023 Increase (Decrease)** | **Percentage Change** |
|---|---|---|---|---|---|
| Audits | $25,800 | $24,700 | $25,700 | $100 | < 1.0% |
| **Total** | **$25,800** | **$24,700** | **$25,700** | **$100** | **< 1.0%** |

Note: The audit fees for the two pension plans are paid by the respective plan; they are not included in the General Fund budget. The amounts shown are for the Township audit and the ACFR.

***Explanation of Major Changes***

None

## GENERAL FUND

## TAX COLLECTION

### DESCRIPTION OF SERVICES PROVIDED

Until early in 2020, the Township had an elected Tax Collector who collected the township property taxes for Upper Uwchlan Township. The Tax Collector is responsible for mailing the tax bills, collecting the receipts, maintaining records of each property owner's payment status, remitting tax payments to the Township and filing monthly reports of his collections with the Township Treasurer. The tax collector provides the Township with a monthly list of refunds due to property owners due to overpayments. The Township remits refunds to property owners.

On August 17, 2020, the Board of Supervisors unanimously approved appointing the Chester County Treasurer's Office as the township's Deputy Tax Collector effective January 1, 2021. The County is fulfilling all the normal duties assigned to the Tax Collector and also serves in this capacity for other municipalities within Chester County.

### ACCOMPLISHMENTS IN 2022

- Provided information to the residents of the Township via the Township newsletter concerning tax collections and frequently asked questions
- Hydrant taxes were incorporated into the invoice for the real estate taxes, eliminating the need for two separate bills

### GOALS FOR 2023

- Monitor the work of the County in providing real estate tax collections for our residents

### 2023 Budget Summary – Tax Collector

| | 2023 Budget | Actual 2022 (9/30/22) | 2022 Budget | 2023 Increase (Decrease) | Percentage Change |
|---|---|---|---|---|---|
| Personnel related expenses | - | - | - | - | - |
| Chester County Treasurer | $12,500 | 8,283 | $12,500 | - | - |
| All other | 400 | - | 400 | - | - |
| **Total** | **$12,900** | **$8,283** | **$12,900** | **-** | **-** |

***Explanation of Major Changes***

None

**STATISTICS**

| | 2023 | 2022 | 2021 |
|---|---|---|---|
| Tax bills mailed | 4,600 | 4,500 | |
| Tax bills processed | Not available | Not available | |
| Certifications issued | Not available | Not available | |
| Liens filed at year end | Not available | Not available | |

*As of 9/30/22

**GENERAL FUND**

**LEGAL**

**DESCRIPTION OF SERVICES PROVIDED**

The Township has several outside law firms that provide legal services to the Township as needed. Some legal expenses incurred by the Township are reimbursed by the developer or resident that is requesting approval on land development projects.

**ACCOMPLISHMENTS IN 2022**

- Not applicable

**GOALS FOR 2023**

- Not applicable

*Staffing Statistics – as of the end of each year presented*

| | 2023 | 2022 | 2021 |
|---|---|---|---|
| None | | | |
| **Total** | | | |

**2023 Budget Summary – Legal**

| | 2023 Budget | Actual 2022 (9/30/22) | 2022 Budget | 2023 Increase (Decrease) | Percentage Change |
|---|---|---|---|---|---|
| Legal - reimbursable | $10,000 | $19,228 | $10,000 | - | 0.0% |
| Legal – non reimbursable | 45,000 | 41,460 | 45,000 | - | 0.0% |
| Contracted services | 5,000 | - | 5,000 | - | 0.0% |
| **Total** | **$60,000** | **$60,688** | **$60,000** | **-** | **0.0%** |

***Explanation of Major Changes***

Contracted services consists of legal services other than that provided by the Township's solicitor.

**GENERAL FUND**

## TECHNOLOGY

### DESCRIPTION OF SERVICES PROVIDED

This department includes the services of outside consultants who provide technical assistance to the Township as well as the firms who host our website and other programs. It also includes purchases to upgrade computers for various departments in the Township. Computers and related equipment are generally expensed since the cost is under the capitalization threshold.

### ACCOMPLISHMENTS IN 2022

- Continued technology replacement program
- Made necessary adjustments to the CENTRACS traffic signal server system
- Installed new wifi system in Upland Farm Barn
- With the assistance of the Technology Advisory Board (TAB), explored audio/visual (A/V) system options to make meeting room functional for robust hybrid meetings

### GOALS FOR 2023

- Continue technology replacement program
- Ongoing improvements and maintenance to mission critical systems such as the traffic signal server and redundant infrastructure
- Select and install hybrid meeting A/V system
- Continue to use ArchiveSocial software to archive social media platforms

**2023 Budget Summary – Computer**

| | 2023 Budget | Actual 2022 (9/30/22) | 2022 Budget | 2023 Increase (Decrease) | Percentage Change |
|---|---|---|---|---|---|
| Software & supplies | $78,401 | $47,404 | $75,280 | $3,121 | 4.1% |
| Hardware | 16,000 | 6,483 | 16,000 | - | 0.0% |
| Website | 6,000 | 6,362 | 6,000 | - | 0.0% |
| Contracted services | 62,720 | 35,662 | 62,720 | - | 0.0% |
| **Total** | **$163,121** | **$95,911** | **$160,000** | **$3,121** | **2.0%** |

***Explanation of Major Changes***

Changes include standard increases in contracts and anticipated equipment replacements per the schedule. In addition, this fund includes expenditures for the purchase and install of a hybrid A/V system and continue the contract with ArchiveSocial to archive and store all social media platform data for compliance with retention policies, in anticipation of records requests, and for the purpose of historical recordkeeping.

**GENERAL FUND**

## ENGINEERING

### DESCRIPTION OF SERVICES PROVIDED

This department includes the services of outside consultants who provide technical assistance to the Township for engineering and traffic engineering services.

### ACCOMPLISHMENTS IN 2022

- Continued coordination with the Pennsylvania Turnpike, PennDOT, and the Chester County Planning Commission (CCPC) on the planned widening of the Turnpike and its potential impacts on the Township's roadway and pedestrian networks
- Ongoing construction inspections in various sub-divisions (Byers Station – Parcel 5C, Preserve at Marsh Creek, Eagleview Lot 1C), and Vantage Point (parcel 6C).
- Assisted with survey and planning for the Hickory Park Renovations
- Reviewed 5 sub-division and/or land development plans
- Reviewed 2 conditional use applications
- Ongoing assistance regarding the Sunoco Mariner II/III gas pipeline expansion and/or upgrade projects
- Continued to update Townships GIS data
- Coordinated MS4 Stormwater Permit renewal
- Review and adoption of updated Act 167 Stormwater Management Ordinance
-

### GOALS FOR 2023

- Monitor and assist with ongoing gas pipeline expansion or repair projects
  - Sunoco Mariner II and III
- Ongoing construction inspections at new residential and commercial construction sites
- Ongoing coordination with McKee, Sunoco, and PennDOT specific to roadway improvements and a traffic signal to be located at Little Conestoga Road and Milford Road
- Coordination of Phase III of the Water Resource Protection Program development
- Design and engineering of stormwater improvements specific to basin naturalization and the installation of a water quality basin at Upland Farms and Heather Hill
- Sub-division and land development reviews, as needed
- Continued compliance measures for MS4 Stormwater Permit

*Staffing Statistics – as of the end of each year presented*

| | 2023 | 2022 | 2021 |
|---|---|---|---|
| None | | | |
| **Total** | | | |

None – outside consultants provide engineering services to the Township

**2023 Budget Summary – Engineering**

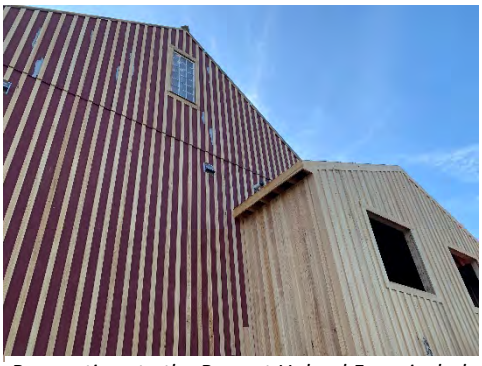
| | 2023 Budget | Actual 2022 (9/30/22) | 2022 Budget | 2023 Increase (Decrease) | Percentage Change |
|---|---|---|---|---|---|
| Engineering – reimbursable Conditional Use | $25,000 | - | $25,000 | - | 0.0% |
| Reimbursable Engineering | 75,000 | $32,080 | 75,000 | - | 0.0% |
| Engineering – non reimbursable | 30,000 | 37,942 | 30,000 | - | 0.0% |
| Traffic engineering | 25,000 | 13,005 | 25,000 | - | 0.0% |
| ARPA Projects | - | - | 618,752 | ($618,752) | 100.0% |
| All other | 14,500 | 1,155 | 14,500 | - | 0.0% |
| **Total** | **$169,500** | **$84,182** | **$788,252** | **$618,752** | **78.5%** |

***Explanation of Major Changes***

The American Recovery Plan Act funds that were received from DCED in 2022 were budgeted as expenditures in the 2022 Budget. Those amounts were later reclassified to Deferred Revenue and are included in revenue in the period in which they are planned to be expended.

## GENERAL FUND

### TOWNSHIP PROPERTIES



*Renovations to the Barn at Upland Farm include a small addition to the second floor.*

**DESCRIPTION OF SERVICES PROVIDED**

This department includes the costs of operating and maintaining the four Township owned buildings: the Township Administration and Police Building located at 140 Pottstown Pike; the Public Works garage and office located at 132 Oscar Way, the Milford Road storage building, and the Upland Farm Barn Community Center, all located in Chester Springs, PA.

**ACCOMPLISHMENTS IN 2022**

- Construction on the Barn at the Upland Farm Park was completed in April.
- Ongoing repairs have been made to the Farmhouse at Upland Farm Park. Floor stabilization, retaining wall repair and roof repairs were some of the items completed.

**GOALS FOR 2023**

- HVAC system upgrade at Upland Farm Park Barn.
- Hickory Park renovation oversight.
- Continue the ongoing maintenance and upkeep of Township facilities and properties.

*Staffing Statistics – as of the end of each year presented*

| | 2023 | 2022 | 2021 |
|---|---|---|---|
| None | | | |
| **Total** | | | |

*The Public Works Department – Facilities Division provides maintenance for buildings and grounds as needed for all Township properties*

**2023 Budget Summary – Township Properties**

| | 2023 Budget | Actual 2022 (9/30/22) | 2022 Budget | 2023 Increase (Decrease) | Percentage Change |
|---|---|---|---|---|---|
| Public Works building | $79,266 | $42,073 | $77,396 | $1,870 | 2.4% |
| Township building | 107,227 | 73,876 | 98,636 | 8,591 | 8.7% |
| Milford Road building | 12,461 | 13,064 | 10,091 | 2,370 | 23.5% |
| **Total** | **$198,953** | **$129,013** | **$186,123** | **$12,830** | **6.9%** |

***Explanation of Major Changes***

None.

## GENERAL FUND

**POLICE DEPARTMENT**

### MISSION

The mission of the Police Department is to work in a true partnership with its fellow citizens to enhance the quality of life in our community. By raising the level of public safety through law enforcement, the Police Department reduces the fear and incidence of crime. In accomplishing these goals, service will be our commitment, honor, and integrity our mandate.

### DESCRIPTION OF SERVICES PROVIDED

The Police department is headquartered at the Township Building in Chester Springs, Pennsylvania. The following services are provided:

*Chief of Police*

- The Chief of Police plans, organizes, and administers a public safety program.
- The Chief of Police has the authority and responsibility for management, direction, planning, staffing, performance, and control of the operation and administration of the Township Police Department.
- Directs functions at all Township events. Serves as the Incident Commander at the scene of a significant police related incident.

*Lieutenant*

- The Lieutenant supervises and coordinates all day-to-day administrative duties including, but no limited to scheduling, pay records, training, vehicle maintenance, officer, and equipment inspections.
- Assists and participates in the development and administration of the Police Department.
- Makes recommendations for future expenditures.
- Supervises and coordinates all ranking levels of the Upper Uwchlan Police Department at the station, in the field, at crime scenes and all emergency scenes.

*Corporal*

- The Corporal is a first line supervisor that performs various police department assignments.
- The Corporal manages subordinate employees to include, but not limited to supervision, policy compliance, work schedules to include special assignments, performance evaluation and improvement.

*Detective*

- The Detective is responsible for furthering or initiating the investigation of any criminal activity.
- The Detective will provide detailed and complete investigations of any activity assigned.
- The Detective, when assigned, will follow up on a case by using all investigative techniques and will carry them and reopen if new evidence should develop or suspects be identified.

*Police Officers*

- A Police Officer performs general police work in the protection of life and property through the enforcement of laws and ordinances and does related work required. These general police work consists of patrol work in assigned areas; investigation and other duties incidental thereto perform in accordance with the Department rules and regulations.

**ACCOMPLISHMENTS IN 2022**

- Guardian and not Warrior mentality in community policing
- Police operations enhanced using performance benchmarking
- Proactive with community-oriented policing
  - Business community
  - Religious community
  - Sports organizations
  - Homeowners' Associations
- Consumer service focused
- Evaluate long term police operations in new facility
- Participation in regional services to provide cost effective specialty services
- Maintained high levels of service during COVID-19
- Prescription drug take-back program
- Vehicle operations training, firearms, use of force, incident command and de-escalation training
- Use of social media (Facebook)
- Recognition by the Government Finance Officers Association for budgetary practices
- Records being transferred from paper to digital
- Strong partnership with fire, EMS and the EMPC
- Community Public Safety Programs
- Employee development program
- COVID-19 operations (employee and public practices)
- Risk Management Program
- Conducted promotional activities for Lieutenant, Corporal and Detective. Transition these new positions in department
- Add three full-time Police Officers and have them successfully complete FTO Program

- Implement use of civilian to relieve sworn officers for patrol
- Replace Tasers and pistols
- Received renewal of accreditation from Pennsylvania Law Enforcement Accreditation Commission






Community Policing Programs

**GOALS FOR 2023**

- Continue to follow customer service-based philosophies and practices
- Continue with risk management assessments
- Continue to utilize benchmarking data for personnel and the department's overall performance
- Get all officers CIT certified
- Attempt to enlist more participants in the Community Assistance Personnel Services Program
- Evaluate community demographics and provide training as needed
- Continue to transfer paper records to digital electronic storage
- Continue use of social media to communicate with residents
- Continue fiscal practices identified by the Government Finance Officers Association
- Employee Development Programs (education, physical and mental well-being)
- Continue Public Safety Presentations/Community Outreach Programs
- Continue Accreditation procedures (3-year assessment in Spring of 2025)
- Quality of Life Programs
- Harness emerging technologies
- Endorse through culture community "Guardianship"

*Staffing Statistics – as of the end of each year presented*

| | 2023 | 2022 | 2021 |
|---|---|---|---|
| **Full time:** | | | |
| Police Chief | 1 | - | 1 |
| Lieutenant | 1 | 1 | 0 |
| Patrol Corporals | 2 | 2 | 2 |
| Detective Corporal | 1 | 1 | 0 |
| Detective | 0 | 0 | 1 |
| Patrol Officers | 11 | 10 | 8 |
| **Part time:** | | | |
| Patrol Officers | 2 | - | 3 |
| Admin Assistant | 1 | 1 | 1 |
| **Total FTE's** | 17.5 | 14.0 | 13.75 |

*Each part-time officer is considered one half FTE. The administrative assistant works approximately twenty hours per week and is counts as .5 FTE.*



2022 Junior Police Academy



2022 Junior Police Academy Graduation



The department is working towards the completion of CIT classes by all officers

## 2023 Budget Summary – Police Department

| | 2023 Budget | Actual 2022 (9/30/22) | 2022 Budget | 2023 Increase (Decrease) | Percentage Change |
|---|---|---|---|---|---|
| Personnel and related expenses | $2,857,677 | $1,911,604 | $2,577,620 | $280,057 | 10.9% |
| Vehicle costs | 70,000 | 56,873 | 68,000 | 2,000 | 2.9% |
| Insurance – liability & property | 15,519 | 11,175 | 14,899 | 620 | 4.2% |
| All other | 140,732 | 83,726 | 118,500 | 22,232 | 18.8% |
| **Total** | **$3,083,928** | **$2,063,378** | **$2,779,019** | **$304,909** | **11.0%** |

## Explanation of Major Changes



The 2023 Budget reflects an increase in expenditures:

- Replacement of body worn and vehicle camera system.
- The replacement of four automobiles and one motorcycle.
- A trailer for the motorcycles and ATV
- Replacement of the crime scene laser mapping system
- Copy machine
- Traffic Safety utility vehicle
- Portable truck weighing scales
- Tentative approval for an officer solely dedicated for traffic safety.
- Part-time officers (2)

Chief DeMarco announced his retirement from the Upper Uwchlan Police Department effective October 31, 2022, after a 36 year career with the Department. The Lieutenant will be the Acting Chief until the Board makes a decision on a permanent replacement. The Budget reflects this uncertainty.




The Police Department participates with student groups at the high schools

**STATISTICS**

*Police Incidents*

| | 2023 | 2022* | 2021 |
|---|---|---|---|
| Calls for Service | Unknown | 8,216 | 14,061 |
| Radio | | 1,196 | 2,046 |
| Sight | | 403 | 947 |
| Person | | 108 | 196 |
| Headquarters | | 4,969 | 9,074 |

*As of 7/31/22






The Police Department's Quality of Life programs involve presentations

to community groups and direct citizen contact.

*Sworn Full Time Equivalent (FTE) Employees per Population*

The ratio of sworn full time equivalent (FTE) employees to each 1,000 residents

| | 2023 | 2022 | 2021 |
|---|---|---|---|
| Sworn FTE's | 1.3 | 1.2 | 1.0 |

Population 12,275 (per 2020 census)

*Reported Crimes and Arrests*

| | 2023 | 2022* | 2021 |
|---|---|---|---|
| Reported Crimes Part 1 & 2 | Unknown | 99 | 208 |
| Arrests | | 33 | 62 |
| Crimes per 1,000 residents | | 8.0 | 16.9 |

*As of 7/31/22

*Traffic Safety - Police Traffic Enforcement*

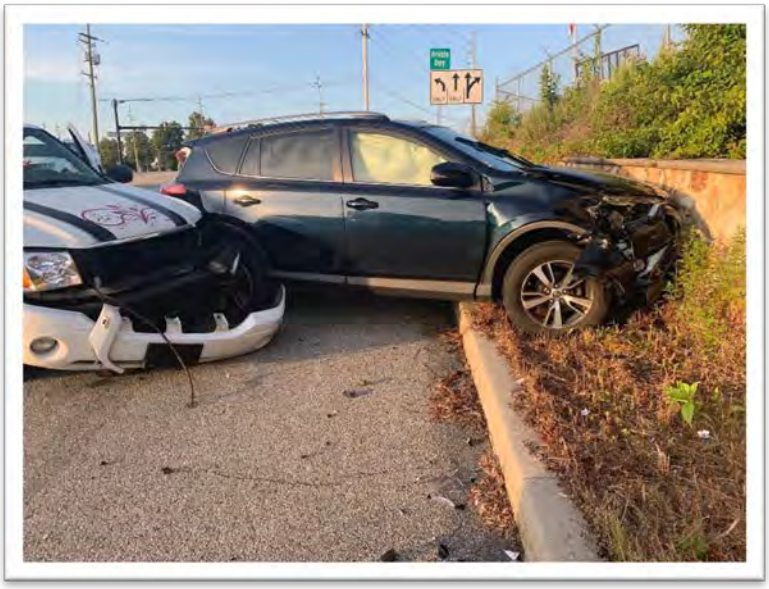
| | 2023 | 2022* | 2021 |
|---|---|---|---|
| Traffic stops | Unknown | 1,627 | 2,242 |
| Verbal & Written Warnings | | 945 | 1,644 |
| Citations | | 1,208 | 1,434 |

*As of 7/31/22

*Traffic Crashes – Highway traffic accidents*

| | 2023 | 2022* | 2021 |
|---|---|---|---|
| Vehicle accidents | Unknown | 79 | 160 |

* As of 7/31/22



**PERFORMANCE MEASURES**

*Township Goals Supported:*

- Health, Safety and Quality of Life
  - Provide customer-focused, proactive, law enforcement services
  - Police accreditation to ensure constitutionally based policing
  - Participation and dissemination of information via various social media outlets





*Officers take every opportunity to reach out to the members of the community to fulfill the mission of the police department*




The Police Department enjoys a strong working relationship with the business community

| | Expected Result | 2023 | 2022 | 2021 |
|---|---|---|---|---|
| *Years the Police Department has been accredited by the Pennsylvania Police Chief's Association* | 8 | 8 | 7 | 6 |
| *Years the Police Department has used Facebook to share information with residents and others* | 11 | 11 | 10 | 9 |
| *Quality of Life Initiative Programs* | 8 | 8 | 7 | 6 |
| *Community Based Policing Programs* | 8 | 8 | 7 | 6 |
| *Community Crisis/De-escalation initiatives* | 5 | 5 | 4 | 3 |
| *Biased Base Policing Monitoring* | 8 | 8 | 7 | 6 |
| *Community Diversity Training/Initiative* | 8 | 8 | 7 | 6 |



**GENERAL FUND**

## CODES DEPARTMENT

### MISSION

The mission of the Codes Department is to ensure the safety of Township residents through compliance with the Uniform Construction Code, the Township Property Maintenance Code and the Storm Water Management ordinance.

Zoning ordinances regulate use, densities, and locations of activities in the Township. The Codes Enforcement Officers enforce municipal ordinances and ensures safe building standards. The Codes Department uses the township engineer to inspect and regulate development projects in accordance with the Township Subdivision and Land Development Ordinance and the Municipalities Planning Code (MPC).

### DESCRIPTION OF SERVICES PROVIDED

The Building/Codes Department is headquartered at the Township Building in Chester Springs, PA. The following services are provided:

- Residential and commercial building permits – review, inspect and issue approvals as appropriate
- Address zoning issues and attend meetings of the Zoning Hearing Board as necessary
- Participates as a member of the Township Safety Committee
- Coordinate the Annual Block Party *(Administrator)*
- Provides first impression that people have of the Township, greeting visitors and residents in person or on the phone (*Administrator)*
- Editor of the Township Bi-Annual Newsletter (*Administrator)*
- Assists Emergency Management Planning Commission (*Administrator)*
- Issues certifications to Lenders on property Sales/Refinance (*Administrator)*
- Notary services for stormwater management *(Administrator)*




*The Enclave at Chester Springs, a newly constructed Townhome community, is located in the Village of Eagle.*

### ACCOMPLISHMENTS IN 2022

- Maintained Stormwater Management Standards on new projects
- Implemented Stormwater and Alternative Energy ordinances
- Managed the construction of the Meadowcreek open cut pipeline project and homeowner concerns/ complaints
- Managed TC Energy sinkhole remediation and walking trail restoration at St. Elizabeth's and Fellowship Rd.
- Managed Font Road Aqua water main installation and paving project

- Involvement in Upland Farms Barn renovation and farmhouse structural analysis and repairs
- Coordinated dedication of Townes at Chester Springs
- Coordinated dedication of Villages at Chester Springs
- Coordinated dedication to Chester Springs Crossing
- Earned CEUs to maintain UCC licensing
- DVIT Leadership Development training for Kathi
- Coordinate and Maintain Toys for Tots Holiday collection site
- Inspection of housing construction and site work at the Enclave, Chester Springs Crossing, Villages at Chester Springs, and Preserve at Marsh Creek
- Assisted with resident's concerns and hauling operations associated with Marsh Creek dredging
- Managed revitalization of the corner of Patricia Drive and Milford Drive at no cost to the Township (McKee donation)

**GOALS FOR 2023**

- Continue enforcement of the Property Maintenance Code
- Continue Coordination with Sunoco on Mariner II and Mariner III projects
- Implement a Fire Inspection program
- Continue to work with the Storm Water Technical Advisory Committee
- Coordinate a Water Resource Protection Program
- Continue to review and revise Township fee schedule relating to permits
- Continue to utilize the TRAISR program as intended
- Continue to revise permit applications to make them more user friendly for residents
- Attain part time administrative assistance
- Continuing education to maintain ICC and UCC certifications and training
- Manage TC Energy pipeline relocation project related to PA turnpike widening project

*Staffing Statistics – as of the end of each year presented*

| | 2023 | 2022 | 2021 |
|---|---|---|---|
| **Full time:** | | | |
| Codes Department Administrator | 1 | 1 | 1 |
| Building Inspector | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 |
| Part-time admin | 1 | - | - |
| **Total** | **3.40** | **3.00** | **3.00** |





*The Preserve at Marsh Creek, a 55+ community located along Milford Road, includes multi- and single-family homes by both McKee Builders and Toll Brothers.*

**2023 Budget Summary - Codes**

| | 2023 Budget | Actual 2022 (9/30/2022) | 2022 Budget | 2023 Increase (Decrease) | Percentage Change |
|---|---|---|---|---|---|
| Personnel and related expenses | $370,319 | $243,625 | $345,535 | $24,784 | 7.2% |
| All other | 18,822 | 14,678 | 19,430 | (608) | (3.1%) |
| **Total** | **$389,142** | **$258,303** | **$364,965** | **$24,177** | **6.6%** |

***Explanation of Major Changes***

**Personnel and related expenses**

All non-uniform personnel are budgeted for a 4% salary increase in 2023. One new part-time employee is included in the 2023 Budget to assist the Codes Department.

**STATISTICS**

| | Projected 2023 | 2022* | Actual 2021 |
|---|---|---|---|
| Building permits issued - residential | 700 | 595 | 637 |
| Building inspections - residential | 3,700 | 3,272 | 1,986 |
| Building permits issued - commercial | 40 | 55 | 56 |
| Building inspections - commercial | 220 | 299 | 368 |
| Re-sale Use & Occupancy permits issued | 75 | 88 | 175 |

| | | | |
|---|---|---|---|
| Re-sale Use & Occupancy inspections | 80 | 91 | 202 |
| Residential refinance requests – trash & sewer lien info | 80 | 70 | 117 |
| Number of Zoning Hearings conducted | 4 | 3 | 3 |

*As of 9/30/2022

**PERFORMANCE MEASURES**

*Township Goals Supported:*

- Health and Safety
  - Maintain the quality of life and the health, safety, and welfare through the administration of all applicable codes, regulations, and standards to include, but not limited to: Township codes, building codes, the property management code and the International Fire Code.
- Thriving Local Economy
  - Encourage economic vitality through appropriate zoning, land development and infrastructure improvement

*Code Enforcement: Inspector Response to Permits Issued*
Average inspections per workday; number of inspections performed (does not include electrical inspections performed by third party electrical underwriters)

| | **Expected Results** | **Projected 2023** | **2022*** | **Actual 2021** |
|---|---|---|---|---|
| Number of permits issued | 640 | 640 | 595 | 693 |
| Average inspections per workday** | 7.70 | 7.70 | 7.16 | 8.34 |
| Permits issued per 1,000 residents | 52 | 52 | 48 | 56 |

*As of 9/30/22
** Average inspections per permit = 5.50 inspections

*Code Enforcement: Costs per parcel*
Direct costs of the Code Department relative to the number of parcels in the Township. (Fringe benefits and pension costs are excluded)

| | **Expected Results** | **Projected 2023** | **2022*** | **Actual 2021** |
|---|---|---|---|---|
| Codes Department direct costs | $320,390 | $320,390 | $223,958 | $270,866 |
| Cost per parcel | $43.43 | $43.43 | $30.36 | $48.59 |

*As of 9/30/22

*Code Enforcement: Contribution to offset Department Costs*
The fees charged by the Township help to offset the costs of running the department

| | Expected Results | Projected 2023 | 2022* | Actual 2021 |
|---|---|---|---|---|
| Building Codes fees received | $511,200 | $511,200 | $489,689 | $747,432 |
| Average contribution per permit | $798.75 | $798.75 | $823.01 | $1,078.55 |

*As of 9/30/22

**GENERAL FUND**

## PLANNING AND ZONING

### DESCRIPTION OF SERVICES PROVIDED

This department includes the costs of updating the Township's Comprehensive Plan and ordinances, zoning hearing costs (including legal fees and court reporter fees), Act 209 planning costs, and Village Concept expenses.

### ACCOMPLISHMENTS IN 2022

- The following ordinances or ordinance amendments were *adopted* (3):
  - Outdoor Dining in the Village District
  - Removal of the F1/F2 Flex Overlay District
  - Updated the Township Code of Ordinances through General Code
- Three (3) Zoning Hearings conducted
- We have started reviewing and updating the Comprehensive Plan

### GOALS FOR 2023

- Complete Active Transportation Plan for Township
- Continue the process of updating the Comprehensive Plan
- Continue to update Zoning Ordinances to meet the needs of the Township

**2023 Budget Summary – Planning and Zoning**

| | 2023 Budget | Actual 2022 (9/30/22) | 2022 Budget | 2023 Increase (Decrease) | Percentage Change |
|---|---|---|---|---|---|
| General Planning | $78,500 | $25,991 | $78,500 | - | 0.0% |
| Village Concept | 1,000 | 9,319 | 1,000 | - | 0.0% |
| Zoning | 9,800 | 6,399 | 9,800 | - | 0.0% |
| Total | $89,300 | $41,709 | $89,300 | - | 0.0% |

## GENERAL FUND

## PUBLIC WORKS DEPARTMENT

### MISSION

The mission of the Public Works Department is to serve the residents of Upper Uwchlan Township by maintaining the public roadways and township parks for the safe and efficient use. The Public Works department also maintains the infrastructure and facilities owned and operated by the Upper Uwchlan Township Municipal Authority.

Township expenses associated with the operation of the wastewater system are charged back to the Municipal Authority and are shown as revenue under the description "Municipal Authority Reimbursement".

### DESCRIPTION OF SERVICES PROVIDED

The Public Works Department is located at 132 Oscar Way in Chester Springs, about a half mile from the Township building. The department is responsible for the maintenance and repair of the following:

- Roadways
- Stormwater infrastructure
- Traffic signals
- Roadway signage
- Open space parkland
- Athletic facilities
- Wastewater pump stations and treatment plants
- Drip/spray fields
- General township facilities



*Base Repairs on Ticonderoga Road - August 2022*

**ACCOMPLISHMENTS IN 2022**

- Performed over 50 road repairs and in-house asphalt repairs, using approx. 231 tons of asphalt
- Performed major base repairs and in-house asphalt repairs on Ticonderoga Blvd. using approx. 150 tons of asphalt
- Installed ADA ramps along the Park Road walking trail, added crosswalks, delineators and more pedestrian crossing signs on Park Road to make it safer for the residents
- Repaired or rebuilt 32 inlets *(as of September 2022)*
- Replaced one 30' x 12" stormwater pipe on West Township Line Road
- Repaired sinkholes on Dorothy Lane and Christine Drive.
- Repaired and resurfaced 1.44 miles of roadway
- Responded to 650 PA One call tickets *(as of September 2022)*
- Cleaned out pipe crossings throughout the township
- Used the Sweeper truck to vac out clogged inlets and stormwater pipes throughout the township
- Continuously performed roadside mowing throughout the Township – 16.9 miles
- Mowed and maintained all Township owned facilities:
    - Parks; Municipal Authority pump stations, sewer plants, spray and drip fields, manholes and spray heads; Public Works garage; Township Building; covered bridge; and Upland Farms throughout the year, a total of 154.5 acres
- Called out eleven times for snow and ice removal
- Called out over a dozen times for other storm related issues e.g. flooding and trees blocking the roadway
- Paved the driveway of the Dorian Court Sewer Plant
- Cut down several dead trees on township owned properties and coordinated the removal of over 38 dead trees and installation of new trees on the Milford Road property
- Assisted the UUT Police Department with traffic control on multiple occasions
- Cleaned out approximately 2,000 inlets throughout the year
- Performed street sweeping on approximately 238 lane miles
    - This includes street sweeping during the winter months to collect excess cinders to recycle and reuse during future storm events
    - At the completion of the winter season, street sweeping was performed to collect salt, cinders and debris
    - Street sweeping was also performed at various times throughout the year to clean out storm drains and to collect leaves and other miscellaneous debris
    - Approximately 153 tons of street sweepings were collected and taken to the landfill between April and May 2022
- Managed trash and recycling toter program
    - Delivered trash and recycling toters to approximately 102 newly constructed homes (as of September 2022)
    - Repaired or replaced approximately 95 trash and recycling toters that were damaged (as of September 2022)
    - Swapped out approximately fifteen 64-gallon Recycling toters with larger 96-gallon and delivered eight additional recycling toters to increase recycling in the Township (as of September 2022)
- Worked with the Township Secretary to prepare bid contracts for road milling and resurfacing, line painting, various road materials and snow removal

- Worked through the interview process for one replacement roadworker employee, and one new employee supporting the Water Resource Protection Fund
- Helped with set-up, break-down and traffic control at the annual UUT Block Party
- Repaired and replaced 80 signs that were not up to MUTCD standards
- Performed intersection trimming to allow for sight distance
- Tree trimming along streets to accommodate plow vehicles, delivery trucks, school busses, and trash trucks
- Performed 34 State inspections and over 100 repair and maintenance services on Township owned vehicles and equipment



*ADA Ramp installed on Park Road - May 2022*

**GOALS FOR 2023**

- Continue to perform our duties in a professional and effective manner
- Attend training sessions and continuing education courses to help employees refresh and enhance their knowledge
- Repair and resurface 3.5 miles of roadway
- Recycle old asphalt to make pothole patching a permanent fix – to avoid multiple repairs with cold patch
- Respond effectively to PA One call requests
- Continue to respond to emergencies in less than an hour
- Continue Stormwater Management rehabilitation work
- Asset mapping
    - Stormwater basins
    - Signs

*Staffing Statistics – as of the end of each year presented*

| | 2023 | 2022 | 2021 |
|---|---|---|---|
| **Full time:** | | | |
| Director | 1 | 1 | 1 |
| Road foreman | 1 | 1 | 1 |
| Skilled road worker | 4 | 4 | 4 |
| Facilities - Wastewater | 1 | 1 | 1 |
| Facilities - Parks | 2 | 2 | 2 |
| Stormwater | 1 | 1 | - |
| Administrative Assistant | 1 | 1 | 1 |
| Seasonal * | 5 | 5 | 5 |
| **Part-time:** | | | |
| Administrative assistant | - | - | - |
| **Total FTE's** | **13.0** | **13.0** | **12.0** |

*Seasonal employees are hired for the warmer months – generally from April to October. Although seasonal employees are budgeted for 6 months, the seasonal employees traditionally return to college at the end of August, therefore the actual employment time is frequently less.



*Waterview Road inlet repair - July 2022*

**2023 Budget Summary – Public Works Department (including Facilities Division)**

| | 2023 Budget | Actual 2022 (9/30/22) | 2022 Budget | 2022 Increase (Decrease) | Percentage Change |
|---|---|---|---|---|---|
| Personnel and related expenses | $1,117,532 | $747,972 | $1,030,822 | $86,711 | 8.4% |
| Vehicle costs | 85,111 | 68,491 | 80,093 | 5,018 | 6.3% |
| Insurance – liability & property | 4,489 | 3,423 | 4,564 | (75) | (1.6%) |
| Road resurfacing | - | 274,333 | 274,333 | - | 100.0% |
| Signs | 6,000 | 9,561 | 6,000 | - | 0.0% |
| Signals | 35,200 | 8,185 | 35,200 | - | 0.0% |
| All other | 190,400 | 80,970 | 146,925 | 43,475 | 29.6% |
| Labor allocation | (220,186) | (124,426) | (227,983) | 5,797 | (2.6%) |
| **Total** | **$ 1,218,546** | **$1,068,597** | **$1,351,954** | **($133,408)** | **(9.9%)** |

## Explanation of Major Changes

**Personnel and related**
All non-uniform personnel are budgeted for a 4% salary increase in 2023. An additional employee was hired during 2022 which increased personnel costs.

**All Other**
Expected costs for pavement marking increased by $40,000 for 2023 due to price increases.

**Road Resurfacing**
The Township performs road resurfacing each year and spends approximately $450,000 annually. The costs are generally shared between the General Fund (under the Public Works department) and the Liquid Fuels Fund. There is more than sufficient cash available in the Liquid Fuels Fund to incur the full amount of the cost in that Fund in 2023. Liquid Fuels Funds can only be used for road maintenance.

**Allocations of labor to the parks**
The Township assigns labor costs to the Parks to show the full cost of operating the five Township parks. It includes all personnel costs: salaries, employer portion of Social Security taxes (FICA), overtime, pension expense, medical and dental insurance and Worker's Compensation insurance.



*Park Road Project - May 2022*

**STATISTICS**

| | 2023 | 2022 | 2021 |
|---|---|---|---|
| Roadways | 59.53 miles | 59.53 miles | 58.93 miles |
| Storm water mains | 35.15+ | 35.15 | 34.12 miles |
| Storm water inlets | 1,713 | 1,713 | 1,713 |
| Storm water basins | 5 (township owned) | 5 (township owned) | 5 (township owned) |
| Traffic signals | 12 | 12 | 12 |
| Parks | 5 | 5 | 5 |
| Trails maintained | 9.83 miles | 9.83 miles | 9.83 miles |
| General Township Facilities (Township building, PW building and Milford building) | 3 | 3 | 3 |
| Drip/spray fields | 24 | 24 | 24 |
| Acres of drip/spray fields | 107.33 acres | 107.33 acres | 107.33 acres |
| Treatment plants | 8 | 8 | 8 |
| Pump stations | 15 | 15 | 15 |
| Sanitary main | 41.42 miles + | 41.42 miles + | 41.42 miles + |
| Spray heads | 1,452 | 1,452 | 1,452 |
| Miles of roadway paved | 3.50 miles | 1.44 miles | 3.06 miles |
| Roadway signs replaced | 50 | 80 | 100 |
| Arrows & legends repainted | 25 | 30 | 99 |
| *Roadway painting:* | | | |
| White line freshened | 27 miles | 27 miles | 27 miles |
| Double yellow lines freshened | 17 miles | 17 miles | 17 miles |
| Acres of grass to mow | 166.45 | 166.45 | 166.45 |
| Inspections conducted: | | | |
| Wastewater | 390 | 390 | 390 |
| treatment | 60 | 60 | 60 |
| facilities | 10 | 10 | 10 |
| Township parks | | | |
| In-depth roadway | | | |



*Vac Truck on Greenridge Road*

**PERFORMANCE MEASURES**

*Township Goals Supported:*

- Public Safety — Supports Supervisor's Goal – Public Safety
  - Protect and preserve investment in public facilities
- Economy — Supports Supervisor's Goal – Economy
  - Maintain vehicular and pedestrian networks

*Road Rehabilitation*
The cost per lane mile to pave and patch Township roads. (asphalt overlay*)*

| | 2023 | 2022 | 2021 |
|---|---|---|---|
| Total lane miles | Unknown | 2.88 | 6.78 |
| Total cost | Unknown | $280,159.02 | $408,491 |
| Cost per lane mile | Unknown | $97,277.43 | $60,249 |

*Responsiveness*
Responding to emergency calls that affect roads or trails in less than one hour.

| | Expected Result | 2023 Projected | 2022 Actual | 2021 Actual |
|---|---|---|---|---|
| | | | | |
| Percentage of time that Public Works personnel responded in less than one hour | 90% | 100% | 100% | Not tracked |

*Snow and Ice Control*
Total miles and per capita cost (includes overtime wages, benefits, contracted labor and snow and ice control supplies) for snow and ice control. This includes State roads that are under a snow agreement with the Township.

| | 2023 | 2022 | 2021 |
|---|---|---|---|
| Total snow/ice events | Unknown | 11 | 8 |
| Total lane miles | 119.06 | 119.06 | 119.06 |
| Total cost | Unknown | $110,426.40 | $82,913.34 |
| Tons of snow/ice removal product | Unknown | 1,294.48 | 878.87 |
| Cost per lane mile | Unknown | $927.48 | $696.40 |



*New Public Works Backhoe*

**GENERAL FUND**

## TOWNSHIP PARKS and TRAILS

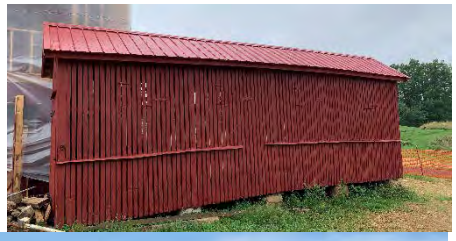
### DESCRIPTION OF SERVICES PROVIDED

Upper Uwchlan Township currently operates and maintains three active recreational parks: Hickory Park, Fellowship Fields, and Larkins Field with a total of ten 10 active recreational fields. Upland Farms, a 56-acre park just north of the Village of Eagle, provides space for passive recreation and both paved and natural trails. Eagle Crossroads, a trailhead and small plaza in the Village of Eagle just north of the Township Building, was added to the park system in 2018. The Township also maintains paved trails throughout that Township that connect many residential areas to Eagle Village and to recreational facilities.

### 2022 HIGHLIGHTS

*Annual Block Party* – The Block Party returned in 2022 and was a great success. Food, music, fun and fireworks.

*Upland Farm Barn Renovation* – Construction on the barn was completed in April of 2022. Events and rentals have been ongoing. The Township held a concert at the park in September and it was a great success.






*Renovations to the Barn include a new standing seam roof, installed in October.*

**Park and Recreation Board Accomplishments**

*Support of DARC* - The Downingtown Area Recreation Consortium (DARC) offers a variety of recreation events, camps, and programs at a reduced rate for residents of participating municipalities, including Upper Uwchlan Township. One member of the UUT Park and Recreation Board also serves as a member of the DARC Board.

A long-term goal of the Park and Recreation Board has been to bring DARC programming north in their service area to Upper Uwchlan. With the completion of the Barn at Upland Farm numerous programs have been offered in the barn beginning with Adventure Camp during summer months.







*Supervisor Sandy D'Amico accompanied the Easter Bunny along the parade route.*

*Easter Egg Hunt – After two years without an Egg Hunt, the event returned to Hickory Park in March. Over 4,000 eggs were found and the Easter Bunny made a surprise visit for pictures.*



Concert at Upland Farm – On September 19th the first concert was held at Upland Farm. The "Moon Dawgs" performed and over 150 people enjoyed food from Epicurean and great music.

*Trunk-or-Treat* – Partnering with the Upper Uwchlan Police Department, the Parks and Recreation Board participated in the 2nd Annual Township sponsored Trunk-or-Treat event. Held at Hickory Park on October 29th, this event invited families to bring decorated cars from which to distribute and collect candy. The event also included outreach by local emergency service organizations.

6th *Annual Tree Lighting and Light Up Upper Uwchlan* – The Park and Recreation Board plans to light the tree at Upland Farms for the sixth consecutive year on the Saturday after Thanksgiving.

**ACCOMPLISHMENTS IN 2022**

*(Performed by Public Works – Facilities Division)*

- Continued turf management on the Township's three active recreational parks - ten (10) fields
- Ongoing maintenance at all park facilities
- Cleaned up the walking trails – throughout the year
- Fence installed at Larkins Field
- Tennis courts modified to allow for expanded Pickle Ball
- Painted the playground equipment at Hickory Park
- Replaced soccer nets at Fellowship Fields
- Assisted with renovations of infields on all three baseball fields at Hickory Park

**GOALS FOR 2023**

- Continue the online scheduling of park facilities by local leagues and private residents
- Continue turf management on the Township's three active recreational parks - ten (10) fields
- Ongoing maintenance at all park facilities
- Install court lighting at the basketball and tennis courts at Hickory Park
- Install security cameras at Larkins Field and Hickory Park
- Repair or replace the stone wall at Fellowship Fields
- Pave the upper parking lot at Fellowship Fields
- Replace the pavilion at Hickory Park
- Begin engineering and initial design phase for a trail connection to Windsor Ridge
- Begin improvements to Hickory Park

**STAFFING**

*Facilities Division Staffing Statistics – as of the end of each year presented*

In 2016, the Township established a Facilities Division within the Public Works Department. The Facilities Division is staffed with three full time employees and supplemented by seasonal employees. One of the full-time employees is dedicated to operations of Municipal Authority facilities, and two employees are dedicated to parks. Facility scheduling is handled by administrative staff.

| | 2023 | 2022 | 2021 |
|---|---|---|---|
| Full time (parks) | 2 | 2 | 2 |
| Seasonal | 5 | 5 | 5 |
| **Total** | **4.5** | **4.5** | **4.5** |

Personnel are included and budgeted in the Public Works – Facilities department. An allocation of costs for lawn maintenance is transferred from Public Works – Facilities Division to Parks in the budget and the financial statements. Seasonal staff are counted as one-half an FTE; they generally work six months of the year maintaining the Township's parks and grass areas.

**2023 BUDGET SUMMARY - PARKS**

| | 2023 Budget | Actual 2022 (9/30/2022) | 2022 Budget | 2023 Increase (Decrease) | Percentage Change |
|---|---|---|---|---|---|
| General Park expenses | $303,724 | $181,807 | $296,933 | $6,791 | 2.3% |
| Hickory Park | 45,922 | 66,791 | 43,182 | 2,740 | 6.3% |
| Fellowship Fields | 72,422 | 25,771 | 56,682 | 15,740 | 27.8% |
| Larkins Field | 4,000 | 546 | 5,000 | (1,000) | (20.0%) |
| Upland Farms | 104,422 | 55,983 | 90,182 | 14,240 | 15.8% |
| **Total** | **$530,489** | **$330,898** | **$491,979** | **$38,510** | **7.8%** |

***Explanation of Major Changes***

None.

**PERFORMANCE MEASURES**

*Township Goals Supported:*

- Health and Safety
  - Continued investment in social and recreational opportunities for our residents
- Effective and Efficient Township Services
  - Protect and preserve investment in public facilities
- Thriving Local Economy
  - Invest in, maintain, and manage vehicular and pedestrian networks
- Protect Natural Resources and Systems
  - Continued collaboration on projects such as the Brandywine Creek Greenway

**FACILITY USE STATISTICS**

Facility reservations are processed and managed through a MyRec online reservation system. Due to the closures and restrictions of COVID-19, both the number of regular user groups and the total hours used were lower than usual in 2020. Usage has returned to pre-pandemic levels.

| | 2023 (projected) | 2022* | 2021 | 2020 |
|---|---|---|---|---|
| User groups which reserved 20+ hours | 12 | 12 | 7 | 14 |
| Total hours reserved by all users | 5,000 | 4,425 | 2,610 | 3,904 |

*Used or reserved as of October 15, 2021. Some cancellations are expected.

## GENERAL FUND

### FIRE AND AMBULANCE DEPARTMENTS

**MISSION**

The Township seeks to provide quality fire and ambulance services to its residents and others who visit or work in the Township.

**DESCRIPTION OF SERVICES PROVIDED**

There are no fire companies or ambulance companies located within the Township. Upper Uwchlan Township has contracted with several organizations that serve Upper Uwchlan Township:

- Lionville Fire Company – Station 47
- Glenmoore Fire Company – Station 48
- Ludwig's Corner Fire Company – Station 73
- East Brandywine Fire Company – Station 49
- Uwchlan Ambulance Corps. – Station 87

The Township supports the Fire companies and the ambulance corps. by making semi-annual contributions towards their operations. The amount of contributions made to each company is based on a number of quantitative factors. They include: the number of fire and QRS calls made, the percentage of Upper Uwchlan population within their fire district and the assessment of property values that are located in their fire district.

The Township also receives Fire Insurance Premium Taxes from the Commonwealth of Pennsylvania that is restricted such that every dollar received must be paid to local fire companies within 60 days of receipt. The offsetting expense associated with that revenue is reflected in this department.

Upper Uwchlan is also required by state law to contribute its pro-rata portion of workers compensation premiums paid by each of its supporting fire companies. Those fire companies submit an invoice to the Township annually for payment of its share of the premiums.

**ACCOMPLISHMENTS IN 2022**

- Continued to provide professional fire and ambulance services to the Township and its residents.
- Provided $150,000 towards new equipment for Ludwig's Corner Fire Company and $25,000 for a generator at East Brandywine Fire Company

**GOALS FOR 2023**

- Continue to provide professional fire and ambulance services to the Township and its residents.

**2023 Budget Summary – Fire and Ambulance**

| | 2023 Budget | Actual 2022 (9/30/2022) | 2022 Budget | 2023 Increase (Decrease) | Percentage Change |
|---|---|---|---|---|---|
| Township contributions to Fire & Ambulance Co. | $314,270 | $408,308 | $433,308 | ($119,038) | (27.5%) |
| State Aid received and paid to fire companies | 95,000 | 110,714 | 95,000 | | 0.0% |
| Reimbursements to other municipalities | 2,500 | - | 2,500 | - | 0.0% |
| Hydrant expenses | 70,000 | 61,904 | 60,000 | 10,000 | 16.7% |
| Workers compensation insurance | 23,000 | 8,648 | 23,000 | - | 0.0% |
| **Total** | **$504,770** | **$589,880** | **$613,808** | **( $109,038)** | **(17.8%)** |

***Explanation of Major Changes***

The decrease in Township contributions to the local fire companies that provide services to the Township include requested capital contributions to Ludwig's Corner and East Brandywine Fire Companies in the amounts of $150,000 to assist in the purchase of a truck and $25,000 towards a generator that were made in 2022 but will not be repeated in 2023.

**STATISTICS***

| | 2023 Projected | 2022** | 2021** |
|---|---|---|---|
| **Total calls:** | | | |
| Ludwig's Corner | 160 | 149 | 154 |
| Lionville | 90 | 97 | 103 |
| Glenmoore | 10 | 5 | 8 |
| East Brandywine | 15 | 17 | 16 |
| Uwchlan Ambulance | 310 | 319 | 345 |

*The measurement period runs October to September

** For the one year period ended September 30

## GENERAL FUND

## OTHER SERVICES

### MISSION

The Township seeks to provide financial assistance to local charitable organizations that benefit the residents of Upper Uwchlan Township. We are also committed to providing proactive emergency services so that our officials, staff and first responders are prepared in the event of an emergency or disaster. This section also includes the Township's Historical Commission and its activities.

### DESCRIPTION OF SERVICES PROVIDED

This department reflects contributions made to various local charitable organizations that provide services to residents of the Township. It includes the Brandywine Valley SPCA (*formerly the Chester County SPCA)*, Downingtown Area Recreational Consortium (DARC), and the Henrietta Hankin Library.

The Brandywine Valley SPCA contracts with the municipalities within the County to provide care to stray animals that are found in, or brought to the SPCA, from Upper Uwchlan Township. Without a contract, the SPCA will not accept animals coming from our Township. The contract is for a five year term, from January 1, 2019 to December 31, 2023. The basic contract fee for the 2023 calendar year is **$1,639**. Annual increases are capped at no more than 3%. Additional charges that will be billed monthly include an animal acquisition fee, unclaimed stray animal fee, an activity fee for trips to our Township that do not include acquisition of an animal and an emergency response fee. The total amount budgeted for 2023 is **$4,776.**

Contributions are made to DARC based on their budget and requested contribution from the Township as long as it is deemed reasonable and appropriate. For 2023, that amount is **$25,398** and it is based on the number of Upper Uwchlan Township residents who participated in their programs during the prior year.

The Downingtown Area Senior Center received their first contribution of **$2,000** from the Township in 2019 following a presentation to the Supervisors which described the many services available for seniors in our community.

The Township contributes **$5,000** annually to the Henrietta Hankin Library which is a local resource for Township residents. The library also offers public computer/Wi-Fi usage, public meeting rooms and various programs for youth and adults. Approximately 25% of Upper Uwchlan residents use the library on some basis.

The Emergency Services department (EMPC) has a total budget of **$7,850** for 2023. The majority of the budget consists of training; it also includes dedicated phones for EMPC.

The Historical Commission of Upper Uwchlan Township seeks to maintain the historical attributes of the Township. Their budget for 2023 is **$5,000.**

The Environmental Advisory Council was established in 2021 and has a budget of **$10,000** for 2023.

**ACCOMPLISHMENTS IN 2022**

- Residents participating in DARC programs – the second highest average of the 7 participating municipalities.
- Residents using the Henrietta Hankin Library are the second highest percentage of any municipality in Chester County

**GOALS FOR 2023**

- Increased resident participation in DARC and the Henrietta Hankin library
- Help to promote usage of the senior center located in Downingtown

**2023 Budget Summary – Other Services**

| | 2023 Budget | Actual 2022 (9/30/22) | 2022 Budget | 2023 Increase (Decrease) | Percentage Change |
|---|---|---|---|---|---|
| Emergency Services (EMPC) | $7,850 | $3,356 | $7,850 | - | 0.0% |
| Brandywine Valley SPCA | 4,776 | 2,590 | 4,776 | - | 0.0% |
| DARC | 25,398 | 24,189 | 25,341 | $57 | 0.2% |
| DASC | 2,000 | - | 2,000 | - | 0.0% |
| Natural Lands Trust | 20,000 | - | 20,000 | - | 0.0% |
| EAC | 10,000 | 1,712 | 10,000 | - | 0.0% |
| Henrietta Hankin Library | 5,000 | - | 5,000 | - | 0.0% |
| Historical commission | 5,000 | 1,357 | 5,000 | - | 0.00% |
| **Total** | **$80,024** | **$33,204** | **$79,967** | **$57** | **0.1%** |

***Explanation of Major Changes***

The Natural Lands Trust donation will be used towards the demolition of a property for the Struble Trail extension.

## LONG TERM DEBT

### Current Debt Outstanding

- General Obligation Bonds, Series of 2019 - issued January 9, 2019 I - $10,750,000.
  - The bonds were assigned an Aa1 rating by Moody's Investor Services. The bond proceeds are being used by the Township for the expansion of its administration building, capital improvements at Hickory Park and the Upland Farms Community Center and also by the Municipal Authority for various sewer system projects, including the acquisition of land for a drip field.

- General Obligation Bonds, Series A of 2019 - issued September 5, 2019 - $5,105,000
  - The bonds were used entirely for a current refunding of the Township's General Obligation Bonds, Series of 2014. The 2014 Bonds were used by the Upper Uwchlan Township Municipal Authority for improvements to the Township's sewer system. Moody's Investor Services also assigned a rating of Aa1 to this issue. Their press release stated the following, "Upper Uwchlan Township's (Aa1) very strong financial position will persist in the near-to-mid term given its conservative budgeting practices, formal fund balance policy, and organic property tax revenue growth. While the Township's debt burden will increase in the near term, debt service will remain manageable. Additionally, the township's moderately sized tax base is expected to exhibit continued growth moving forward."

The following is a comparison of the Township's total debt as of December 31, 2022 and 2021:

| | **2022** | **2021** |
|---|---|---|
| General Obligation Bonds, Series of 2019 | $ 9,985,000 | $10,235,000 |
| General Obligation Bonds, Series A of 2019 | 4,450,000 | 4,665,000 |
| Total | **$ 14,435,000** | **$14,900,000** |

Of the total debt shown above, $4,800,000 is reflected in the Capital Fund and $9,635,000 is reflected in the Sewer Fund. The Sewer Fund debt is all self-liquidating, and is used to improve sewer facilities and provide service to residents with failing septic systems. The Upper Uwchlan Township Municipal Authority has an Operations and Management Agreement with the Township that provides for semi-annual payments in the amount of the principal and interest payments on the related general obligation bonds.

Please refer to the pages that follow for a detailed description of the Township's general obligation debt.

## GENERAL OBLIGATION BONDS, SERIES OF 2019 and SERIES A of 2019

### Series of 2019

On December 11, 2018, the Township issued $10,750,000 of General Obligation Bonds – Series of 2019. RBC Capital Markets served as underwriter for the sale of the Bonds and closing on the bonds occurred on January 9, 2019. The bonds are general obligations of Upper Uwchlan Township and are payable from general revenues. A portion of the bonds are self-liquidating, with interest and principal payments paid to the Township from the operations of the Upper Uwchlan Municipal Authority. Moody's Investor Services assigned a rating of Aa1 to the bonds.

**The Capital Program**
Proceeds from the sale of the Bonds is being used to expand and renovate the Township's administration building, for capital improvements at Hickory Park and the Upland Farms Community Center, and for sewer system projects. The expansions to the sewer system include the Route 100 Regional Wastewater Treatment Plant, extending the sewer main on Byers Road, the Milford Farms residential area and the acquisition of land for a drip field. The sewer system is owned by the Township and operated by the Upper Uwchlan Township Municipal Authority, which was incorporated in 1990.

The bonds were sold with a premium of $230,516. The project fund deposits were as follows: $5,656,037 in connection with the expansion of the Township's administration building and other capital improvements and $5,205,556 in connection with the sewer system projects.

### Series A of 2019

On August 5, 2019, the Township issued $5,105,000 of General Obligation Bonds – Series A of 2019. RBC Capital Markets served as underwriter for the sale of the Bonds and closing occurred on September 5, 2019. The bonds are the general obligations of Upper Uwchlan Township and are payable from general revenues. The bonds are self- liquidating, with interest and principal payments made to the Township from the operations of the Upper Uwchlan Township Municipal Authority. Moody's Investor Services assigned a rating of Aa1 to the bonds.

**Current Refunding**
The proceeds from the sale of the Series A of 2019 Bonds were used to pay the principal amounts due to the bondholders of the Series of 2014 bonds. The 2014 Bonds were issued on September 23, 2014 in the amount of $5,955,000. They were also self-liquidating, with interest and principal payments being remitted to the Township from the operations of the Upper Uwchlan Township Municipal Authority. The proceeds from the 2014 bond offering were used to finance the purchase of sewer capacity in a newly constructed plant and construction of new sewer infrastructure to serve approximately 121 existing homes in three existing subdivisions in the Township.

**Debt Limits**

Article IX, Section 10 of the Constitution of the Commonwealth of Pennsylvania requires the General Assembly to prescribe the debt limits of units of local governments in the Commonwealth, including the Township, based on a percentage of total revenues of such units over a three-year period immediately preceding the borrowing. Self- liquidating debt and subsidized debt and all debt approved by referendum are excluded from such debt limits. The Debt Act implements Article IX, Section 10 of the Constitution.

Under the Debt Act as presently in effect, there is no limit on the amount of electoral debt which may be incurred or outstanding, but (i) the Township may not incur new non-electoral debt if the total amount of such new non-electoral debt plus all other non-electoral debt to remain outstanding upon issuance of such new non-electoral debt, net of the amount of any non-electoral debt that constitutes subsidized debt or self-liquidating debt, will exceed 250% of the borrowing base and (ii) the Township may not incur new lease rental debt if the total amount of such new lease rental debt plus all other non-electoral debt and lease rental debt to remain outstanding upon issuance of such new lease rental debt, net of the amount of any non-electoral or lease rental debt that constitutes subsidized debt or self-liquidating debt, will exceed 350% of the Borrowing Base.

The borrowing base of the Township is calculated to be $11,885,137. The gross borrowing capacity of the Township is $14,412,843 and $26,297,981, under the net non-electoral debt and net non-electoral and lease rental debt, respectively.

## Sources and Uses of Bond Proceeds

| Sources of Funds | 2019 Bonds | 2019 A Bonds |
|---|---|---|
| Par amount of Bonds | $10,750,000 | $5,105,000 |
| Original Issue Premium | 230,516 | 132,903 |
| Total Sources | $10,980,516 | $5,237,903 |
| | | |
| Uses of Funds | | |
| | | |
| Deposit to Project Construction Fund | $10,850,000 | - |
| Refunding Escrow Deposits | - | $5,153,346 |
| Costs of Issuance | 66,016 | 53,927 |
| Underwriter's Discount | 64,500 | 30,630 |
| Total Uses | $10,980,516 | $5,237,903 |

Interest on the bonds is payable semi-annually on June 1 and December 1 of each year commencing December 1, 2019 (Series of 2019 and Series A of 2019) until the principal amount is paid. The bonds mature in 30 years.

Please refer to subsequent pages for maturity dates, principal amounts, interest rates, yields and prices on both Series of Bonds.

| **Current Balance** | **Series of 2019** | **Series A of 2019** |
|---|---|---|
| Original Issue | $10,750,000 | $5,105,000 |
| Principal payments: | | |
| December 1, 2019 | (140,000) | (25,000) |
| December 1, 2020 | (185,000) | (205,000) |
| December 1, 2021 | (190,000) | (210,000) |
| December 1, 2022 | (250,000) | (215,000) |
| **Amount outstanding, December 31, 2022** | **$9,985,000** | **$4,450,000** |

# $10,750,000
# TOWNSHIP OF UPPER UWCHLAN
## (Chester County, Pennsylvania)
# GENERAL OBLIGATION BONDS, SERIES OF 2019

**Dated:** Date of Delivery
**Principal Due:** December 1
**Denomination:** Integral multiples of $5,000

**Interest Payable:** June 1 and December 1
**First Interest Payment:** June 1, 2019
**Form:** Book-Entry Only

| Period Ending | Principal | Coupon | Interest | Debt Service | Fiscal Year Ended 12/31 | Annual Debt Service |
|---|---|---|---|---|---|---|
| December 1, 2019 | $140,000 | 2.000% | $365,531.50 | $505,531.50 | 2019 | |
| June 1, 2020 | | | | | | $505,531.50 |
| December 1, 2020 | 185,000 | 2.500% | 405,868.76 | $590,868.76 | 2020 | |
| June 1, 2021 | | | | | | $590,868.76 |
| December 1, 2021 | 190,000 | 2.500% | 401,243.76 | $591,243.76 | 2021 | |
| June 1, 2022 | | | | | | $591,243.76 |
| December 1, 2022 | 250,000 | 3.000% | 396,493.76 | $646,493.76 | 2022 | |
| June 1, 2023 | | | | | | $646,493.76 |
| December 1, 2023 | 255,000 | 3.000% | 390,243.76 | $645,243.76 | 2023 | |
| June 1, 2024 | | | | | | $645,243.76 |
| December 1, 2024 | 270,000 | 4.000% | 382,593.76 | $652,593.76 | 2024 | |
| June 1, 2025 | | | | | | $652,593.76 |
| December 1, 2025 | 275,000 | 4.000% | 374,493.76 | $649,493.76 | 2025 | |
| June 1, 2026 | | | | | | $649,493.76 |
| December 1, 2026 | 280,000 | 4.000% | 366,243.76 | $646,243.76 | 2026 | |
| June 1, 2027 | | | | | | $646,243.76 |
| December 1, 2027 | 290,000 | 4.000% | 355,043.76 | $645,043.76 | 2027 | |
| June 1, 2028 | | | | | | $645,043.76 |
| December 1, 2028 | 300,000 | 4.000% | 343,443.76 | $643,443.76 | 2028 | |
| June 1, 2029 | | | | | | $643,443.76 |
| December 1, 2029 | 315,000 | 4.000% | 331,443.76 | $646,443.76 | 2029 | |
| June 1, 2030 | | | | | | $646,443.76 |
| December 1, 2030 | 325,000 | 4.000% | 318,843.76 | $643,843.76 | 2030 | |
| June 1, 2031 | | | | | | $643,843.76 |
| December 1, 2031 | 340,000 | 4.000% | 305,843.76 | $645,843.76 | 2031 | |
| June 1, 2032 | | | | | | $645,843.76 |
| December 1, 2032 | 350,000 | 4.000% | 292,243.76 | $642,243.76 | 2032 | |
| June 1, 2033 | | | | | | $642,243.76 |
| December 1, 2033 | 370,000 | 4.000% | 278,243.76 | $648,243.76 | 2033 | |
| June 1, 2034 | | | | | | $648,243.76 |
| December 1, 2034 | 385,000 | 4.000% | 263,443.76 | $648,443.76 | 2034 | |
| June 1, 2035 | | | | | | $648,443.76 |
| December 1, 2035 | 400,000 | 4.000% | 248,043.76 | $648,043.76 | 2035 | |
| June 1, 2036 | | | | | | $648,043.76 |
| December 1, 2036 | 415,000 | 4.000% | 232,043.76 | $647,043.76 | 2036 | |
| June 1, 2037 | | | | | | $647,043.76 |
| December 1, 2037 | 430,000 | 4.000% | 215,443.76 | $645,443.76 | 2037 | |
| June 1, 2038 | | | | | | $645,443.76 |
| December 1, 2038 | 445,000 | 4.000% | 198,243.76 | $643,243.76 | 2038 | |
| June 1, 2039 | | | | | | $643,243.76 |
| December 1, 2039 | 60,000 | 3.875% | 180,443.76 | $240,443.76 | 2039 | |
| June 1, 2040 | | | | | | $240,443.76 |
| December 1, 2040 | 425,000 | 3.875% | 178,118.76 | $603,118.76 | 2040 | |
| June 1, 2041 | | | | | | $603,118.76 |
| December 1, 2041 | 440,000 | 3.875% | 161,650.00 | $601,650.00 | 2041 | |
| June 1, 2042 | | | | | | $601,650.00 |
| December 1, 2042 | 460,000 | 4.000% | 144,600.00 | $604,600.00 | 2042 | |
| June 1, 2043 | | | | | | $604,600.00 |
| December 1, 2043 | 475,000 | 4.000% | 126,200.00 | $601,200.00 | 2043 | |
| June 1, 2044 | | | | | | $601,200.00 |
| December 1, 2044 | 495,000 | 4.000% | 107,200.00 | $602,200.00 | 2044 | |
| June 1, 2045 | | | | | | $602,200.00 |
| December 1, 2045 | 515,000 | 4.000% | 87,400.00 | $602,400.00 | 2045 | |
| June 1, 2046 | | | | | | $602,400.00 |
| December 1, 2046 | 535,000 | 4.000% | 66,800.00 | $601,800.00 | 2046 | |
| June 1, 2047 | | | | | | $601,800.00 |
| December 1, 2047 | 555,000 | 4.000% | 45,400.00 | $600,400.00 | 2047 | |
| June 1, 2048 | | | | | | $600,400.00 |
| December 1, 2048 | 580,000 | 4.000% | 23,200.00 | $603,200.00 | 2048 | |
| June 1, 2049 | | | | | | $603,200.00 |
| **Total** | $10,750,000 | | $7,586,050.46 | $18,336,050.46 | | $18,336,050.46 |

# $5,105,000
# TOWNSHIP OF UPPER UWCHLAN
## (Chester County, Pennsylvania)
# GENERAL OBLIGATION BONDS, SERIES A OF 2019

**Dated:** Date of Delivery
**Principal Due:** December 1
**Denomination:** Integral multiples of $5,000

**Interest Payable:** June 1 and December 1
**First Interest Payment:** December 1, 2019
**Form:** Book-Entry Only

| Period Ending | Principal | Coupon | Interest | Debt Service | Fiscal Year Ended 12/31 | Annual Debt Service |
|---|---|---|---|---|---|---|
| December 1, 2019 | $ 25,000 | 1.100% | $31,192.92 | $56,192.92 | 2019 | $56,192.92 |
| June 1, 2020 | | | 65,150.00 | $65,150.00 | | |
| December 1, 2020 | 205,000 | 2.000% | 65,150.00 | $270,150.00 | 2020 | $335,300.00 |
| June 1, 2021 | | | 63,100.00 | $63,100.00 | | |
| December 1, 2021 | 210,000 | 2.000% | 63,100.00 | $273,100.00 | 2021 | $336,200.00 |
| June 1, 2022 | | | 61,000.00 | $61,000.00 | | |
| December 1, 2022 | 215,000 | 2.000% | 61,000.00 | $276,000.00 | 2022 | $337,000.00 |
| June 1, 2023 | | | 58,850.00 | $58,850.00 | | |
| December 1, 2023 | 215,000 | 1.500% | 58,850.00 | $273,850.00 | 2023 | $332,700.00 |
| June 1, 2024 | | | 57,237.50 | $57,237.50 | | |
| December 1, 2024 | 220,000 | 1.500% | 57,237.50 | $277,237.50 | 2024 | $334,475.00 |
| June 1, 2025 | | | 55,587.50 | $55,587.50 | | |
| December 1, 2025 | 220,000 | 2.000% | 55,587.50 | $275,587.50 | 2025 | $331,175.00 |
| June 1, 2026 | | | 53,387.50 | $53,387.50 | | |
| December 1, 2026 | 225,000 | 2.000% | 53,387.50 | $278,387.50 | 2026 | $331,775.00 |
| June 1, 2027 | | | 51,137.50 | $51,137.50 | | |
| December 1, 2027 | 235,000 | 2.500% | 51,137.50 | $286,137.50 | 2027 | $337,275.00 |
| June 1, 2028 | | | 48,200.00 | $48,200.00 | | |
| December 1, 2028 | 240,000 | 2.500% | 48,200.00 | $288,200.00 | 2028 | $336,400.00 |
| June 1, 2029 | | | 45,200.00 | $45,200.00 | | |
| December 1, 2029 | 245,000 | 2.000% | 45,200.00 | $290,200.00 | 2029 | $335,400.00 |
| June 1, 2030 | | | 42,750.00 | $42,750.00 | | |
| December 1, 2030 | 250,000 | 3.000% | 42,750.00 | $292,750.00 | 2030 | $335,500.00 |
| June 1, 2031 | | | 39,000.00 | $39,000.00 | | |
| December 1, 2031 | 260,000 | 3.000% | 39,000.00 | $299,000.00 | 2031 | $338,000.00 |
| June 1, 2032 | | | 35,100.00 | $35,100.00 | | |
| December 1, 2032 | 265,000 | 3.000% | 35,100.00 | $300,100.00 | 2032 | $335,200.00 |
| June 1, 2033 | | | 31,125.00 | $31,125.00 | | |
| December 1, 2033 | 270,000 | 3.000% | 31,125.00 | $301,125.00 | 2033 | $332,250.00 |
| June 1, 2034 | | | 27,075.00 | $27,075.00 | | |
| December 1, 2034 | 280,000 | 3.000% | 27,075.00 | $307,075.00 | 2034 | $334,150.00 |
| June 1, 2035 | | | 22,875.00 | $22,875.00 | | |
| December 1, 2035 | 285,000 | 3.000% | 22,875.00 | $307,875.00 | 2035 | $330,750.00 |
| June 1, 2036 | | | 18,600.00 | $18,600.00 | | |
| December 1, 2036 | 300,000 | 3.000% | 18,600.00 | $318,600.00 | 2036 | $337,200.00 |
| June 1, 2037 | | | 14,100.00 | $14,100.00 | | |
| December 1, 2037 | 305,000 | 3.000% | 14,100.00 | $319,100.00 | 2037 | $333,200.00 |
| June 1, 2038 | | | 9,525.00 | $9,525.00 | | |
| December 1, 2038 | 315,000 | 3.000% | 9,525.00 | $324,525.00 | 2038 | $334,050.00 |
| June 1, 2039 | | | 4,800.00 | $4,800.00 | | |
| December 1, 2039 | 320,000 | 3.000% | 4,800.00 | $324,800.00 | 2039 | $329,600.00 |
| June 1, 2040 | | | | | | |
| **Total** | $5,105,000 | | $1,638,792.92 | $6,743,792.92 | | $6,743,792.92 |

## SOLID WASTE AND RECYCLING FUND

### DESCRIPTION OF SERVICES PROVIDED

The Solid Waste and Recycling Fund is used to manage revenues and expenditures directly related to the Township's Solid Waste and Recycling program. Chapter 148 of the Upper Uwchlan Township Code requires all residential property owners in the Township to dispose of recyclable materials and waste using the municipally contracted hauler. Chapter 148 also requires all commercial establishments to dispose of waste and recyclables in compliance with the code. Upper Uwchlan Township provides residential solid waste and recycling services to approximately 3,600 residential households using a "Toter" system. Each household has been issued one solid waste and one recycling container (or "Toter") 64 or 96 gallons in capacity. Chapter 148 limits residential solid waste collection to no more than 96 gallons/week. Curbside recycling collected is unlimited. One bulk pick-up per month is provided. The Township's program also includes 36 leaf and yard waste collection dates throughout the year and a permanent yard waste dumpster for residential use located adjacent to the Public Works garage. Materials accepted on yard waste collection days include yard debris, leaves, grass clippings, tree branches, Christmas trees, etc.

Contracted haulers continued to collect waste in the Township in 2022. Recyclables are collected by A.J. Blosenski, which was sold to Waste Connections in August 2022. Solid waste and yard waste are collected by Waste Management, which has merged with Advanced Disposal, the name under which the contract was originally signed.



*Through the Chester County Process and Marketing Contract, recyclables are sorted and bundled at the Birdsboro Total Recycle facility.*

Upper Uwchlan Township is required to recycle by the Pennsylvania Municipal Waste Planning Recycling and Waste Reduction Act (Act 101). Throughout 2022, the Township continued their efforts to increase recycling and decrease the tons of municipal solid waste (MSW) being sent to the Chester County Solid Waste Authority Landfill. Upper Uwchlan Township is party to the Chester County Process and Marketing contract for recyclables. Through this contract, recyclables are delivered to and processed at the Total Recycle facility in Birdsboro owned by J.P. Mascaro & Sons. This contract ended on September 24, 2022 but was rebid through the County and was once again awarded to J.P. Mascaro & Sons. In August 2022, Upper Uwchlan Township signed a commitment to continue its participation with the Chester County Process and Marketing Contract. The new contract begins September 25, 2022, for one year with three one-year options to extend the agreement. From January to August 2022, tipping fees for this contract averaged negative -$5.44/ton. This average reflects rebates issued between February and July 2022. The tipping fee is calculated based upon market rate and is updated monthly. The rebates issued indicate that the value of the materials is increasing. By contract, costs for disposing solid waste include contracted hauler costs as well as tipping fees at $71/ton. Recycling continues to provide the Township a significant savings compared to disposal of MSW.

Enforcement education via the production and use of non-collection stickers was continued in 2022. This program makes residents aware of the proper preparation of recyclables. Each year, recycling education for both residents and commercial entities is conducted through direct mailings and digital outreach on the Township website and social media.

The Township was pleased to host an electronic waste recycling event in 2021 and will be hosting another electronic waste event along with a shredding event on October 22, 2022. The Township contracted with eForce Recycling to provide residents the chance to recycle "Anything with a Plug™." Over 120 residents attended the event and a total of 10,087 lbs. of electronics was collected.

The newly formed Environmental Advisory Committee (EAC) hosted their first event, an Earth Day Celebration at Upland Farm Park on April 23, 2022. The event featured great exhibits, demonstrations and products about the importance of recycling and other earth friendly tips. Over 100 residents attended this amazing event. The EAC hopes to make this an annual event.







*Public Works Sweeper Truck on display at the Earth Day Celebration at Upland Farm Park*

The EAC also hosted a used item drop off event partnered with Green Drop on May 20, 2022. Green Drop strives to protect the environment by collecting unwanted clothing and household goods for charity and keeping these items out of landfills. Green Drop reported approximately 150 bags/boxes of donations. The EAC hopes to host another Green Drop event in the fall.




**OBJECTIVES FOR 2023**

The Township will continue to track, on a monthly basis, tons of garbage collected, tons of recycling collected, tons of yard waste collected, the percent of the waste stream diverted by recycling, and the percent of the waste stream diverted by composting yard waste collected. This data is also collected annually through the compiling of Act 101 Reports. These reports, which are the basis for the Township's 904 Recycling Performance Grant, allow the Township to track yearly totals for all recyclables collected in the Township, both the residential recyclables collected by the Township contracted hauler and commercial recyclables collected by various other haulers. Data collection allows the Township to identify monthly and annual trends and gauge the success of program changes, education, and communication.

Education and public engagement efforts will also continue in 2023. The Township plans to host an electronic waste recycling event and shredding event again in the coming year. The Environmental Advisory Council (EAC) has been tasked with improving the Township's recycling education efforts and will also explore other outreach and education endeavors.

## PERFORMANCE MEASURES

| Tons Reported on Act 101 Reports from Haulers | | | | |
|---|---|---|---|---|
| | **2022 (projected)** | **2021** | **2020** | **2019** |
| Recyclables Collected | 1,735 | 1,840 | 1,670 | 1,696 |
| Yard Waste Collected | 679 | 537 | 768 | 731 |

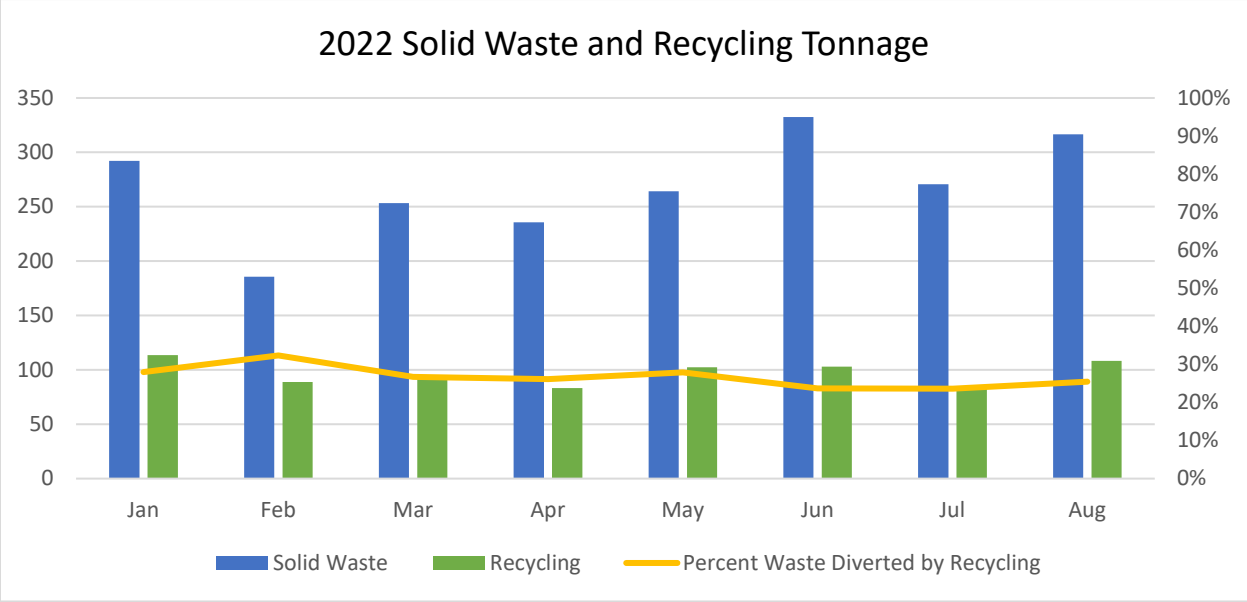
*Act 101 Reports are received in February for the previous year.*

| Waste Diversion through Recycling and Yard Waste Collection | | | | |
|---|---|---|---|---|
| | **2022 (projected)** | **2021** | **2020** | **2019** |
| Waste diversion through recycling | 26% | 24% | 27% | 27% |
| Waste diversion through composting | 9% | 14% | 10% | 8% |

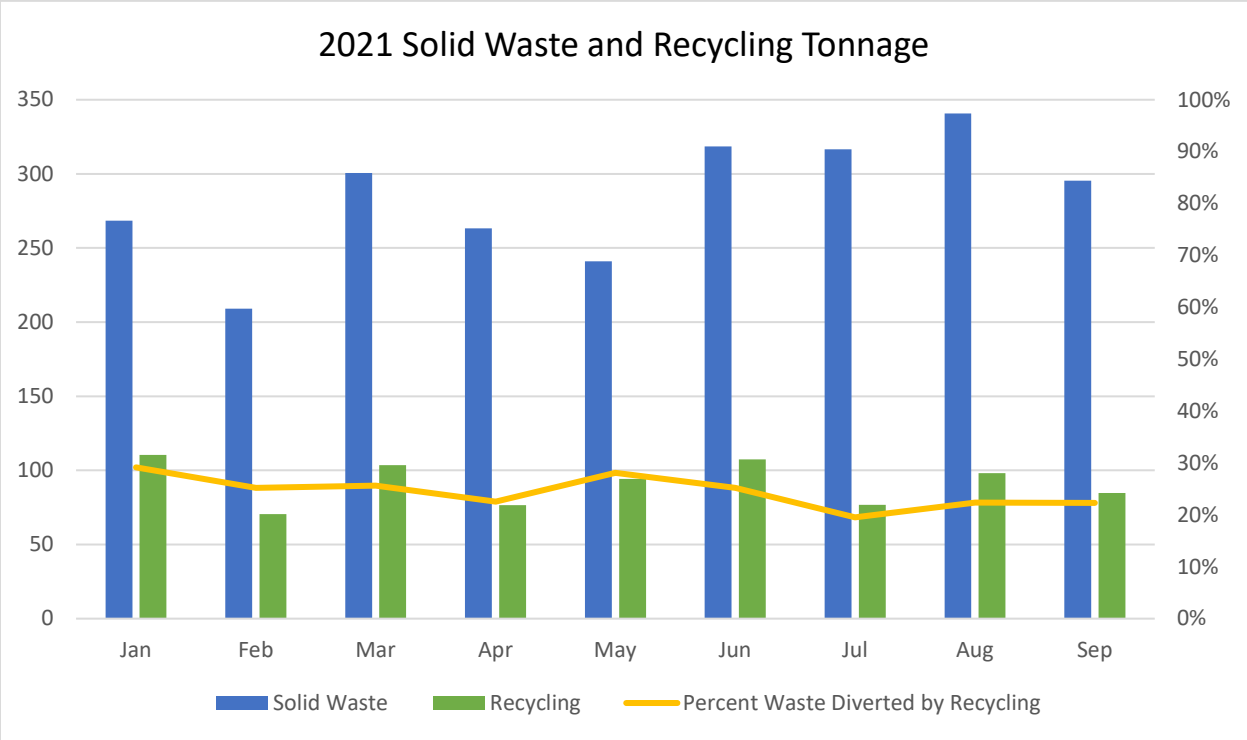
**As of August 31, 2022*

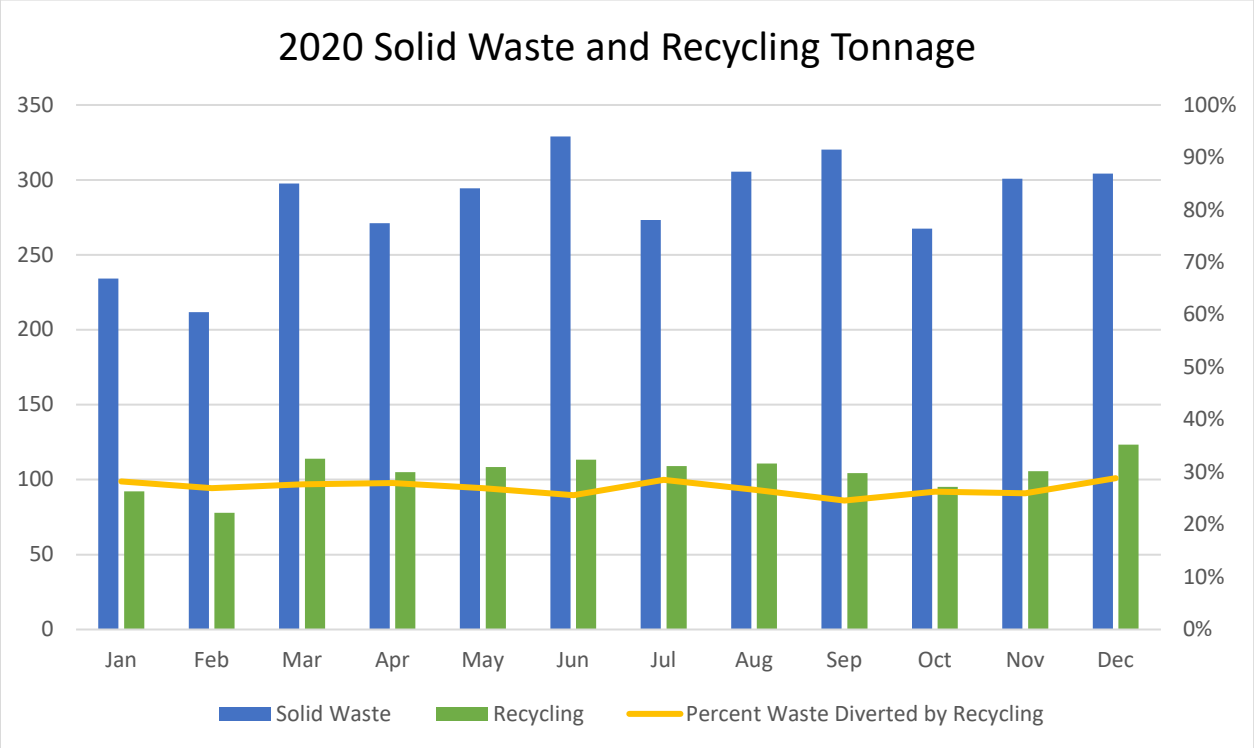
## SOLID WASTE AND RECYCLING TONNAGE

The charts below show and compare year over year residential solid waste and recycling collected monthly by the contracted haulers and the percentage of material that is diverted from the landfill by recycling efforts.




**As of August 31, 2022*


2021 Solid Waste and Recycling Tonnage
350
300
250
200
150
100
50
0
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
Solid Waste
Recycling
Percent Waste Diverted by Recycling


2020 Solid Waste and Recycling Tonnage
350
300
250
200
150
100
50
0
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
Oct
Nov
Dec
Solid Waste
Recycling
Percent Waste Diverted by Recycling

# Upper Uwchlan Township
## Solid Waste Fund
## 2023 Budget

| | | Actual 2020 | Actual 2021 | Budget 2021 | Actual - 9/30 2022 | Budget 2022 | Budget 2023 | $ Inc/(Dec) '22 Bud | % Inc/(Dec) | Budget 2024 | Budget 2025 | Budget 2026 | Budget 2027 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **INCOME** | | | | | | | | | | | | | |
| | **341 INTEREST** | | | | | | | | | | | | |
| 05-341-000-000 | Interest Income | 4,999 | 1,582 | 10,000 | 996 | 2,000 | 1,600 | (400) | -20% | 1,600 | 1,600 | 1,600 | 1,600 |
| | | 4,999 | 1,582 | 10,000 | 996 | 2,000 | 1,600 | (400) | -20% | 1,600 | 1,600 | 1,600 | 1,600 |
| | **364 SOLID WASTE REVENUE** | | | | | | | | | | | | |
| 05-364-000-010 | Solid Waste Income | 1,080,227 | 1,069,585 | 1,103,331 | 1,094,482 | 1,121,066 | 1,130,973 | 9,907 | 1% | 1,130,973 | 1,130,973 | 1,130,973 | 1,130,973 |
| 05-364-000-020 | Recycling Income | (983) | 8,227 | - | 4,587 | - | 5,000 | 5,000 | #DIV/0! | 5,000 | 5,000 | 5,000 | 5,000 |
| 05-364-000-025 | Hazardous Waste Event | - | - | 2,000 | 1,434 | 2,000 | 2,000 | - | 0% | 1,600 | 1,800 | 2,000 | 2,200 |
| 05-364-000-030 | Leaf Bags Sold | - | 98 | 500 | 93 | 500 | 500 | - | 0% | 500 | 500 | 500 | 500 |
| 05-364-000-035 | Scrap Metal Sold | 243 | 1,257 | 500 | 229 | 500 | 500 | - | 0% | 500 | 500 | 500 | 500 |
| | Equipment Purchase Grant (State) | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 05-364-000-040 | Performance Grant | 15,775 | 5,386 | 25,000 | - | 25,000 | 25,000 | - | 0% | 50,000 | 50,000 | 50,000 | 50,000 |
| | Total 364 SOLID WASTE | 1,095,262 | 1,084,553 | 1,131,331 | 1,100,825 | 1,149,066 | 1,163,973 | 14,907 | 1% | 1,188,573 | 1,188,773 | 1,188,973 | 1,189,173 |
| | **392 INTERFUND TRANSFER** | | | | | | | | | | | | |
| 05-395-000-000 | Refund of Prior Year Expenses | | | - | - | - | - | - | 0% | - | - | - | - |
| | Interfund Transfer - Other | - | - | - | - | - | - | - | 0% | - | - | - | - |
| | Total 392 INTERFUND TRANSFER | - | - | - | - | - | - | - | 0% | - | - | - | - |
| Total 300 - INCOME | | 1,100,261 | 1,086,135 | 1,141,331 | 1,101,821 | 1,151,066 | 1,165,573 | 14,507 | 0 | 1,190,173 | 1,190,373 | 1,190,573 | 1,190,773 |
| | **Total Income** | 1,100,261 | 1,086,135 | 1,141,331 | 1,101,821 | 1,151,066 | 1,165,573 | 14,507 | 1% | 1,190,173 | 1,190,373 | 1,190,573 | 1,190,773 |
| **EXPENSES** | | | | | | | | | | | | | |
| | **427 SOLID WASTE EXPENSES** | | | | | | | | | | | | |
| 05-427-000-101 | Employee cost allocation | - | 21,996 | 21,833 | - | 21,918 | 20,535 | (1,383) | 100% | 21,151 | 21,786 | 22,439 | 23,112 |
| 05-427-000-150 | Bank Fees | 40 | 125 | 200 | 70 | 200 | 200 | - | 0% | 200 | 200 | 200 | 200 |
| 05-427-000-200 | Supplies | - | 1,696 | 2,000 | 2,161 | 2,000 | 2,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| 05-427-000-210 | Utility Billing Expenses | 2,701 | 5,295 | 2,800 | 4,497 | 2,800 | 5,000 | 2,200 | 79% | 5,000 | 5,000 | 5,000 | 5,000 |
| 05-427-000-220 | Postage | 2,123 | 2,091 | 2,300 | 2,040 | 2,300 | 2,300 | - | 0% | 2,300 | 2,300 | 2,300 | 2,300 |
| 05-427-000-230 | Toters | 18,144 | 20,144 | 47,644 | 17,225 | 36,069 | 36,069 | - | 0% | 4,000 | 4,000 | 4,000 | 4,000 |
| 05-427-000-314 | Legal Expense | 1,469 | 1,002 | 9,000 | 3,248 | 9,000 | 9,000 | - | 0% | 9,000 | 9,000 | 9,000 | 9,000 |
| 05-427-000-316 | Training & Seminars | - | - | 500 | - | 500 | 500 | - | 0% | 500 | 500 | 500 | 500 |
| 05-427-000-420 | Dues/Subscriptions/Memberships | - | - | 125 | - | 125 | 125 | - | 0% | 125 | 125 | 125 | 125 |
| 05-427-000-450 | Contracted Services - Solid Waste | 419,956 | 457,098 | 438,476 | 343,855 | 444,336 | 457,665 | 13,329 | 3% | 457,237 | 451,678 | 451,400 | 450,983 |
| 05-427-000-460 | Contracted Services - Recycling | 182,537 | 188,795 | 182,645 | 128,980 | 183,437 | 192,609 | 9,172 | 5% | 194,564 | 192,198 | 192,080 | 191,903 |
| 05-427-000-700 | Tipping Fees - Solid Waste | 266,540 | 260,686 | 275,000 | 174,412 | 275,000 | 283,000 | 8,000 | 3% | 291,000 | 299,000 | 307,000 | 307,000 |
| 05-427-000-725 | Tipping Fees - Recycling | 38,418 | 7,341 | 54,000 | 1,782 | 39,000 | 52,000 | 13,000 | 33% | 39,000 | 39,000 | 39,000 | 41,600 |
| 05-427-000-800 | Recycling Disposal | 2,062 | 6,369 | 9,000 | 2,085 | 9,000 | 9,000 | - | 0% | 9,000 | 9,000 | 9,000 | 9,000 |
| 05-427-000-805 | Electronic Waste Event | - | - | - | - | 6,000 | 6,000 | - | 100% | 6,000 | 6,000 | 6,000 | 6,000 |
| | TOTAL EXPENSES | 933,990 | 972,638 | 1,045,522 | 680,355 | 1,031,685 | 1,076,004 | 44,319 | 4% | 1,041,077 | 1,041,787 | 1,050,044 | 1,052,723 |
| | NET INCOME BEFORE OPERATING TRANSFERS | 166,271 | 113,497 | 95,809 | 421,466 | 119,381 | 89,569 | (29,812) | -25% | 149,096 | 148,586 | 140,528 | 138,050 |
| | **492 OPERATING TRANSFERS** | | | | | | | | | | | | |
| 05-492-000-030 | Transfer to Capital Fund | 150,000 | 100,000 | 100,000 | - | 100,000 | 85,000 | (15,000) | -15% | 80,000 | 80,000 | 80,000 | 80,000 |
| | Transfer to Water Resource Protection Fund | | | - | | - | - | | | | | | |
| | Total 492 OPERATING TRANSFERS | 150,000 | 100,000 | 100,000 | - | 100,000 | 85,000 | (15,000) | -15% | 80,000 | 80,000 | 80,000 | 80,000 |
| | **Total Expenditures** | 1,083,990 | 1,072,638 | 1,145,522 | 680,355 | 1,131,685 | 1,161,004 | 29,319 | 3% | 1,121,077 | 1,121,787 | 1,130,044 | 1,132,723 |
| | | | | | | | | - | | | | | |
| | **Net Ordinary Income** | 16,271 | 13,497 | (4,191) | 421,466 | 19,381 | 4,569 | (14,812) | -76% | 69,096 | 68,586 | 60,528 | 58,050 |

## CAPITAL FUND

The Capital Fund is used to account for major capital expenditures for the Township. Capital expenditures are expenses which result in the acquisition of a permanent asset. The Township's capitalization policy is to capitalize any asset which costs at least $5,000. Asset purchases may be included in the Township's Capital Fund and may not be capitalized if they do not qualify.

The Capital Fund's primary source of revenue consists of transfers from the General and Solid Waste Funds or any grants that are received to offset expenditures.

The Township's debt payments (exclusive of the bond payments due to Sewer Authority borrowings) are recorded in the Capital Fund. Payments of principal are reflected as a reduction of long term debt on the balance sheet and thus are not included in the Capital Fund budget, which mirrors the income statement. The principal payments are reflected in the Cash Flow schedule.

During the budget process each year, each department head will submit a request for necessary capital purchases for the upcoming year. These requests are reviewed by the Township Manager and, if approved, are included in the Budget for the Supervisor's review and approval.

The Capital Fund is projected to have a fund balance of approximately $1,225,000 at December 31, 2022. At the end of 2023, the fund balance is projected to be approximately $561,000 or a decrease of 54.2%. The decrease is caused by expenditures in 2023 exceeding planned transfers.

Although smaller items are budgeted in the Capital Fund, such as the purchase of vehicles or equipment, the Township also has several ongoing projects which may take several years to complete.

**Upland Farms** – The Township began development of Upland Farms as a 56-acre passive recreational public park in late 2015. Construction included a fifty (50) space asphalt parking lot, 2,800 linear feet of 8' wide asphalt pedestrian trails, natural trails, storm water infrastructure, signage, and benches. The existing barn and farmhouse began major renovations in 2021 and they were completed in early 2022. The Barn was opened for public use and is available for rent.

The last project is the installation of an HVAC system which is planned for 2023.

> On-going operating costs – The initial operating costs will be specific to park maintenance activities such as inspection, maintenance and repair, mowing, trimming, and trash and recycling removal. The barn renovation added public bathrooms; with only a few months of experience, we project that water and other utility costs will increase by approximately $5,000 annually. Those costs should be offset by revenues from renting the barn.

**Hickory Park Lighting & Pavillion Replacement** – Hickory Park is an active recreational facility with four fields, three tennis courts, two basketball courts, a sand volleyball court, playground and a pavilion. Improved parking lot lighting and lighting for the basketball and tennis courts have been identified by the Park and Recreation Board as priorities. During 2023, new pickle ball courts, volleyball and T ball fields are planned additions to the Park.

On-going operating costs – Once completed, it is expected that utility costs will increase by approximately $5,000.

The Facilities Division of the Public Works Department provides on-going maintenance services to all buildings and parks in the Township. The total cost allocated to all Township parks in the 2023 General Fund budget is $220,186.

# Upper Uwchlan Township
## Capital Fund
## Budget

| | | Actual | Actual | Budget | YTD | Budget | Budget | $ Inc/(Dec) | % | Budget | Budget | Budget | Budget |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 2020 | 2021 | 2021 | 2022 | 2022 | 2023 | '22 Bud | Inc/(Dec) | 2024 | 2025 | 2026 | 2027 |
| | | | | | (9/30/22) | | | | | | | | |
| **INCOME** | | | | | | | | | | | | | |
| 30-341-000-000 | **Interest Earnings** | 12,157 | 707 | 10,000 | 136 | 10,000 | 10,000 | - | 0% | 10,000 | 10,000 | 10,000 | 10,000 |
| 30-341-000-010 | **Grant revenue - County** | 8,558 | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 30-341-000-020 | **Grant revenue - State** | 13,014 | - | 100,000 | - | 100,000 | 100,000 | - | #DIV/0! | 100,000 | 100,000 | 100,000 | 100,000 |
| 30-354-000-030 | **Grant revenue - Federal** | - | - | - | - | - | | - | #DIV/0! | - | - | - | - |
| 30-354-000-040 | **Grant revenue - other** | - | - | 5,800 | - | 5,800 | 5,800 | - | #DIV/0! | - | - | - | - |
| 30-391-000-100 | **Sale of Fixed Assets** | 16,736 | 30,409 | 5,000 | 43,900 | 5,000 | 5,000 | - | 0% | 5,000 | 5,000 | 5,000 | 5,000 |
| 30-393-000-000 | **Capital income** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 30-393-000-020 | **Proceeds from New Debt** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 30-393-000-030 | **Proceeds from Premium** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 30-393-000-400 | **Other financing sources** | - | - | - | 17,689 | - | - | - | 0% | - | - | - | - |
| | **Total Income before Operating Transfers** | **50,465** | **31,116** | **120,800** | **61,725** | **120,800** | **120,800** | **-** | 0% | **115,000** | **115,000** | **115,000** | **115,000** |
| **INTERFUND OPERATING TRANSFERS** | | | | | | | | - | | | | | |
| 30-392-000-001 | **Transfer From General Fund** | 1,518,000 | 1,995,344 | 900,000 | 1,500,000 | 1,500,000 | 450,000 | (1,050,000) | -70% | 500,000 | 400,000 | 200,000 | - |
| 30-392-000-005 | **Transfer From Solid Waste Fund** | 150,000 | 100,000 | 100,000 | 100,000 | 100,000 | 85,000 | (15,000) | -15% | 80,000 | 80,000 | 80,000 | 80,000 |
| 30-392-000-030 | **Transfer From Municipal Authority** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | **Total Operating Transfers** | 1,668,000 | 2,095,344 | 1,000,000 | 1,600,000 | 1,600,000 | 535,000 | (1,065,000) | -67% | 580,000 | 480,000 | 280,000 | 80,000 |
| | **TOTAL INCOME** | **1,718,465** | **2,126,460** | **1,120,800** | **1,661,725** | **1,720,800** | **655,800** | **(1,065,000)** | -64% | **695,000** | **595,000** | **395,000** | **195,000** |
| **EXPENSES** | | | | | | | | | | | | | |
| | **Township Properties** | | | | | | | | | | | | |
| **30-409-000-700** | **Capital Purchases - General** | 1,517 | - | - | - | - | - | - | #DIV/0! | 5,000 | 5,000 | 5,000 | 5,000 |
| **30-409-001-700** | **Capital Purchases - Executive** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| **30-409-002-600** | **Capital Construction - Township Building** | - | - | - | - | 3,800 | - | (3,800) | #DIV/0! | - | - | - | - |
| **30-409-002-610** | **Capital Construction - Townshp Bldg Expansion** | 1,909,546 | 315 | - | - | - | - | - | #DIV/0! | - | - | - | - |
| **30-409-002-700** | **Capital Purchases - Township Building** | - | - | - | 5,990 | - | - | - | 0% | 5,000 | 5,000 | 5,000 | 5,000 |
| **30-409-003-600** | **Capital Construction - PW Building** | 45,616 | 36,102 | 64,710 | - | - | - | - | #DIV/0! | - | - | - | - |
| **30-409-003-700** | **Capital Purchases - PW Building** | - | 2,791 | - | 18,615 | - | - | - | 0% | - | - | - | - |
| **30-409-004-600** | **Capital Construction - Milford Road** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| **30-409-004-700** | **Capital Purchases - Milford Road** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | | 1,956,679 | 39,208 | 64,710 | 24,605 | 3,800 | - | (3,800) | -15% | 10,000 | 10,000 | 10,000 | 10,000 |
| | **Police** | | | | | | | | | | | | |
| 30-410-000-700 | **Capital Purchases** | 49,983 | 52,439 | 52,000 | 156,052 | 104,000 | 182,840 | 78,840 | 51% | 50,000 | 50,000 | 40,000 | 40,000 |
| | **Future Purchase** | - | - | 10,000 | - | 10,000 | - | (10,000) | #DIV/0! | - | - | - | - |
| | | 49,983 | 52,439 | 62,000 | 156,052 | 114,000 | 182,840 | 68,840 | 44% | 50,000 | 50,000 | 40,000 | 40,000 |
| 30-413-000-700 | **Codes** | | | | | | | | | | | | |
| | **Capital Purchases** | - | - | - | 30,517 | 35,000 | 34,000 | (1,000) | -3% | - | - | - | - |
| | | - | - | - | 30,517 | 35,000 | 34,000 | (1,000) | -3% | - | - | - | - |
| | **Public Works** | | | | | | | | | | | | |
| 30-438-000-700 | **Capital Purchases - Vehicles** | 157,856 | 139,282 | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 30-438-000-701 | **Capital Purchases - Equipment** | 52,071 | 13,000 | 146,550 | 195,448 | 202,700 | 149,800 | (52,900) | -27% | - | - | - | - |
| | | 209,927 | 152,282 | 146,550 | 195,448 | 202,700 | 149,800 | (52,900) | -27% | - | - | - | - |

# Upper Uwchlan Township
## Capital Fund
## Budget

| | | Actual 2020 | Actual 2021 | Budget 2021 | YTD 2022 | Budget 2022 | Budget 2023 | $ Inc/(Dec) '22 Bud | % Inc/(Dec) | Budget 2024 | Budget 2025 | Budget 2026 | Budget 2027 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | **Parks** | | | | | | | | | | | | |
| | **All Parks** | | | | | | | | | | | | |
| 30-454-000-700 | **Capital Purchases - All Parks** | 42,411 | 19,887 | 55,361 | 720 | 50,250 | 25,198 | (25,052) | -3479% | 15,000 | 15,000 | 15,000 | 15,000 |
| | **Hickory Park** | | | | | | | | | | | | |
| 30-454-001-600 | **Capital Construction** | 32,250 | - | 152,800 | | 385,000 | 500,000 | 115,000 | #DIV/0! | 5,000 | 5,000 | 5,000 | 5,000 |
| 30-454-001-700 | **Capital Purchases** | 4,240 | - | | | | | - | #DIV/0! | - | - | - | - |
| | **Fellowship Fields** | | | | | | | | | | | | |
| 30-454-002-600 | **Capital Construction** | - | 287,747 | 430,800 | | 29,800 | - | (29,800) | #DIV/0! | 15,000 | 15,000 | 15,000 | 15,000 |
| 30-454-002-700 | **Capital Purchases** | - | - | - | 10,000 | - | - | - | 0% | - | - | - | - |
| | **Larkins Field** | | | | | | | | | | | | |
| 30-454-003-600 | **Capital Construction** | - | - | - | | 29,100 | - | (29,100) | #DIV/0! | - | - | - | - |
| 30-454-003-700 | **Capital Purchases** | - | - | - | | - | - | - | #DIV/0! | - | - | - | - |
| | **Upland Farms** | | | | | | | | | | | | |
| 30-454-004-600 | **Capital Construction** | 18,557 | 2,108,616 | 1,093,000 | 205,732 | - | 200,000 | 200,000 | 97% | - | - | - | - |
| 30-454-004-610 | **Fund Raising** | - | - | - | | - | - | - | #DIV/0! | - | - | - | - |
| 30-454-004-700 | **Capital Purchases** | - | - | - | - | - | - | - | #DIV/0! | 5,000 | 5,000 | 5,000 | 5,000 |
| | | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | | 97,458 | 2,416,250 | 1,731,961 | 216,452 | 494,150 | 725,198 | 231,048 | 107% | 40,000 | 40,000 | 40,000 | 40,000 |
| | **Trails** | | | | | | | | | | | | |
| 30-455-000-650 | **Grant - Trails/Bridge** | - | - | - | | - | - | - | #DIV/0! | - | - | - | - |
| 30-455-000-651 | **Trails** | 19,083 | 540 | - | 1,155 | - | 50,000 | 50,000 | 4329% | - | - | - | - |
| 30-455-000-652 | **Eagle Village Trail Extension (Sidepath Project)** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | | 19,083 | 540 | - | 1,155 | - | 50,000 | 50,000 | 4329% | - | - | - | - |
| | **Roads** | | | | | | | | | | | | |
| 30-502-434-700 | **Traffic Signals** | 13,932 | - | 100,000 | 8,750 | - | - | - | 0% | - | - | - | - |
| | **Lyndell Road Bridge (shared w/East Brandywine)** | - | - | 8,585 | - | 43,850 | - | (43,850) | #DIV/0! | - | - | - | - |
| | **LCR Crosswalk** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | **East/West Link - Darrell Drive** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | | 13,932 | - | 108,585 | 8,750 | 43,850 | - | (43,850) | -501% | - | - | - | - |
| | **Emergency Management** | | | | | | | | | | | | |
| 30-415-000-700 | **Capital Purchases** | - | - | - | - | - | - | - | | - | - | - | - |
| | | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | **Village of Eagle** | | | | | | | | | | | | |
| 30-506-000-100 | **Design - Village of Eagle Pocket Park** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 30-506-000-600 | **Construction - Village of Eagle** | 2,635 | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | | 2,635 | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | **Total Capital Expenditures** | **2,349,697** | **2,660,719** | **2,113,806** | **632,979** | **893,500** | **1,141,838** | **248,338** | 39% | **100,000** | **100,000** | **90,000** | **90,000** |
| | **Debt Service** | | | | | | | | | | | | |
| 30-500-471-001 | **Principal - 1st Loan - $1.2M (#880)** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 30-500-471-003 | **Principal - Fulton Bank Capital lease** | 52,489 | 53,956 | 53,956 | - | - | - | - | #DIV/0! | - | - | - | - |
| 30-471-000-100 | **Principal - Bonds, Series of 2019** | 155,000 | - | - | - | - | | - | #DIV/0! | - | - | - | - |
| 30-500-471-003 | **Interest - Capital Lease** | 2,969 | 1,502 | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 30-472-000-100 | **Interest - Bonds, Series of 2019** | 198,375 | 194,167 | 200,550 | 142,875 | 195,450 | 185,000 | (10,450) | -7% | 178,250 | 171,200 | 164,000 | 154,200 |
| 30-472-000-200 | **Cost of Issuance - Series of 2019** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 30-472-000-300 | **Bond Amortization - Series of 2019** | - | (12,355) | (12,355) | (6,178) | (12,355) | (12,355) | (0) | 0% | (12,355) | (12,355) | (12,355) | (12,355) |
| 30-500-472-001 | **Interest - 1st Loan (1.95%) (#880)** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 30-500-472-003 | **Interest - Fulton Bank loan (2.6%)** | - | - | 1,505 | - | - | - | - | #DIV/0! | - | - | - | - |
| | **Total Debt Service** | 408,833 | 237,270 | 243,656 | 136,697 | 183,095 | 172,645 | (10,450) | -8% | 165,895 | 158,845 | 151,645 | 141,845 |
| | **Total Capital Expenditures & Debt Service** | 2,758,530 | 2,897,989 | 2,357,462 | 769,676 | 1,076,595 | 1,314,483 | 237,888 | 31% | 265,895 | 258,845 | 241,645 | 231,845 |
| | **Net Income Prior to Operating Transfers Out** | (1,040,065) | (771,529) | (1,236,662) | 892,049 | 644,205 | (658,683) | (1,302,888) | -146% | 429,105 | 336,155 | 153,355 | (36,845) |

# Upper Uwchlan Township
## Capital Fund
## Budget

| | | Actual 2020 | Actual 2021 | Budget 2021 | *YTD* 2022 | Budget 2022 | Budget 2023 | $ Inc/(Dec) '22 Bud | % Inc/(Dec) | Budget 2024 | Budget 2025 | Budget 2026 | Budget 2027 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | **Operating Transfers** | | | | | | | | | | | | |
| 30-505-000-010 | **To the General Fund** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 30-505-000-020 | **To the Solid Waste Fund** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | **To the Water Resource Protection Fund** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | **To the Act 209 Fund** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | **Total Operating Transfers** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | **Net Income** | **(1,040,065)** | **(771,529)** | **(1,236,662)** | **892,049** | **644,205** | **(658,683)** | **(1,302,888)** | -146% | **429,105** | **336,155** | **153,355** | **(36,845)** |

**Upper Uwchlan Township**
**Budget - 2023**
**Capital Purchases**

| | | Total Cost | Amount Charged to Capital Fund in 2023 | Amount Charged to MA in 2023 | Total 2023 Cost |
|---|---|---|---|---|---|
| **Police Department** | | | | | |
| Body cameras/MVR | lease | 130,776 | 26,155 | | 26,155 |
| Patrol vehicles - 2 | lease | 83,814 | 16,763 | | 16,763 |
| Patrol vehicles - 2 - outfitting | lease | 26,667 | 5,333 | | 5,333 |
| Traffic Safety Utility Truck | lease | 77,618 | 15,524 | | 15,524 |
| Non-patrol vehicles - 2 | lease | 73,286 | 14,657 | | 14,657 |
| Non-patrol vehicles - 2 - outfitting | lease | 20,000 | 4,000 | | 4,000 |
| Portable Scales | | 41,560 | 41,560 | | 41,560 |
| Motorcycle | | 35,000 | 35,000 | | 35,000 |
| MC/Gator Trailer | | 14,877 | 14,877 | | 14,877 |
| Laser mapping | | 8,816 | 8,816 | | 8,816 |
| Copier | lease | 6,750 | 155 | | 155 |
| | | | | - | - |
| **Total Police** | | **519,164** | **182,840** | - | **182,840** |
| **Codes Department** | | | | | |
| New vehicle | | 34,000 | 34,000 | - | 34,000 |
| | | **34,000** | **34,000** | - | **34,000** |
| **Total Codes** | | **34,000** | **34,000** | **-** | **34,000** |
| **Public Works Department** | | | | | |
| *General Equipment* | | | | | |
| Replace 2005 Paver and Roller | lease | 280,000 | 56,000 | - | 56,000 |
| Replace Brine Maker | | 84,000 | 84,000 | | 84,000 |
| Tire Changer for large trucks | | 9,800 | 9,800 | | 9,800 |
| Total General Equipment | | 373,800 | 149,800 | - | 149,800 |
| **Total Public Works** | | **373,800** | **149,800** | **-** | **149,800** |
| **Parks** | | | | | |
| *General* | | | | | |
| Scag Mower replacements - 2 | | 25,198 | 25,198 | | 25,198 |
| | | 25,198 | 25,198 | - | 25,198 |
| *Hickory Park* | | | | | |
| New T Ball, volleyball, pickle ball fields and additional parking | | 500,000 | 500,000 | | 500,000 |
| | | 500,000 | 500,000 | - | 500,000 |
| *Upland Farms* | | | | | |
| HVAC | | 200,000 | 200,000 | | 200,000 |
| | | 200,000 | 200,000 | - | 200,000 |
| **Total Parks** | | **725,198** | **725,198** | **-** | **725,198** |
| Trails | | | | | |
| Trail Design & Engineering | | 50,000 | 50,000 | | 50,000 |
| | | 50,000 | 50,000 | - | 50,000 |
| **Total Trails and Bridges** | | **50,000** | **50,000** | **-** | **50,000** |
| **TOTAL CAPITAL PURCHASES** | | **$ 1,702,162** | **$ 1,141,838** | **$ -** | **$ 1,141,838** |

## CAPITAL INVESTMENT PROGRAM

### Upland Farms Community Center

Project Location: Upland Farms
Estimated Completion Date: 2023

Description: Convert Upland Farms to a Community Center with facilities for events, classrooms, walking trails and a parking lot. The majority of the renovations were completed in early 2022 and the Barn is now available for rentals.

*Cost Summary:*

| | Previous Actual | Projected 2022 | 2023 | 2024 | 2025 & future | Project Total |
|---|---|---|---|---|---|---|
| **Costs:** | $1,989,878 | $205,732 | $200,000 | - | - | $2,395,610 |
| | | | | | | |
| Resources: | | | | | | |
| Bond financing | | | | | | 1,320,000 |
| Capital Fund | $1,989,878 | 205,732 | 200,000 | - | - | 1,075,610 |
| Total | $1,989,878 | $205,732 | $200,000 | - | - | $2,395,610 |

### Hickory Park Lighting

Project Location: Hickory Park
Estimated Completion Date: 2023

Description: Hickory Park is an active recreational facility with four fields. The park needs a new T ball field, volleyball and pickle ball fields plus additional parkings.

*Cost Summary:*

| | Previous Actual | Projected 2022 | 2023 | 2024 | 2025 | Project Total |
|---|---|---|---|---|---|---|
| **Costs:** | - | - | $500,000 | - | - | $500,000 |
| | | | | | | |
| Resources: | | | | | | |
| Capital Fund | - | - | 500,000 | - | - | 500,000 |
| Total | - | - | $500,000 | - | - | $500,000 |

## LIQUID FUELS FUND

### MISSION

The Commonwealth of Pennsylvania requires each municipality that receives Liquid Fuels funding to segregate those monies in a separate Fund and to use them only as prescribed by state statute for the maintenance of public roads.

### DESCRIPTION OF SERVICES PROVIDED

The Liquid Fuels Fund was established to manage revenues and expenditures specific to the repair, maintenance, construction and re-construction of public roadways. The amount of a municipality's Liquid Fuels allocation is based on both census population and miles of roadway on their approved Liquid Fuels Inventory. To qualify for Liquid Fuels funding, a roadway must have a minimum right of way of 33'. The "cartway" (drivable surface) must be a minimum width of 16', and the roadway must be a minimum of 250' in length. In order to receive Liquid Fuels funding, the Township is required to submit to the Commonwealth of Pennsylvania a number of forms or reports to include: the MS-965 Actual Use Report, the MS-965P Project and Miscellaneous Receipts, the MS-965S Record of Checks, and the Department of Community and Economic Development's (DCED) Survey of Financial Condition. All Liquid Fuels expenditures must be made in compliance with the Liquid Fuels Tax Act. The Auditor General's Office audits the Township's Liquid Fuels Reports annually.

Liquid Fuels funding comes from the tax on each gallon of liquid fuels sold in the Commonwealth of Pennsylvania - the Oil Franchise Tax and the Oil Company Franchise Tax. Upper Uwchlan Township primarily uses Liquid Fuels funding for the maintenance of qualifying Public Works equipment, snow and ice removal and for the repair and re-paving of public roadways.

The Liquid Fuels Fund is projected to have a fund balance of approximately $1,153,000 at December 31, 2022. At the end of 2023, the fund balance is projected to be approximately $880,000. The Township re-paves approximately 2.7 miles of road each year and generally splits the cost between the Liquid Fuels Fund and the General Fund. The cash balance in the Liquid Fuels Fund has increased each year since annual expenses have been lower than the Motor Vehicle Fuel tax payments received from the Commonwealth of Pennsylvania. In 2022 the costs were paid by the General Fund; in 2023 they will be paid entirely from the Liquid Fuels Fund.

| Budget Year | Population (Census - 2020) | Roadway Mileage | Liquid Fuels Allocation |
|---|---|---|---|
| 2023 | 12,275 | 59.53 | $393,350 (est.) |
| 2022 | 12,275 | 59.53 | $387,093 (actual) |
| 2021 | 12,275 | 59.53 | $373,168 (actual) |

**ACCOMPLISHMENTS IN 2022**

- Maintained, repaired, and repaved Upper Uwchlan Township's nearly 60 miles of roadway

**GOALS FOR 2023**

- Continue the road resurfacing program

# Upper Uwchlan Township
## Liquid Fuels
## 2023 Budget

| | | Actual | Actual | Budget | *YTD* | Budget | **Budget** | $ Inc/(Dec) | % | Budget | Budget | Budget | Budget |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **2020** | **2021** | **2021** | **2022** | **2022** | **2023** | **'22 Bud** | **Inc/(Dec)** | **2024** | **2025** | **2026** | **2027** |
| | | | | | ***(9/30/22)*** | | | | | | | | |
| **Beginning Cash Balance:** | | | | | | **861,766** | | | | (273,863) | (206,153) | (128,443) | (40,733) |
| **INCOME** | | | | | | | | | | | | | |
| 04-341-000-000 | **Interest Earnings** | 2,441 | 518 | 7,000 | 276 | 7,000 | 7,000 | - | 0% | 14,000 | 14,000 | 14,000 | 14,000 |
| 04-389-000-001 | **Snow Agreement** | 649 | 657 | 600 | 679 | 600 | 600 | - | 100% | 600 | 600 | 600 | 600 |
| 04-389-000-002 | **Turnback Maintenance** | 14,520 | 14,520 | 14,520 | 14,520 | 14,520 | 14,520 | - | 0% | 14,760 | 14,760 | 14,760 | 14,760 |
| 04-355-000-002 | **Motor Fuel Vehicle Taxes** | 399,957 | 373,168 | 362,257 | 387,093 | 362,257 | 393,350 | 31,093 | 8% | 403,350 | 413,350 | 423,350 | 433,350 |
| | **Total Income** | **417,567** | **388,863** | **384,377** | **402,568** | **384,377** | **415,470** | **31,093** | **108%** | **432,710** | **442,710** | **452,710** | **462,710** |
| **EXPENSES** | | | | | | | | | | | | | |
| 04-400-000-074 | **Equipment Purchase** | - | - | - | 11,260 | - | - | - | 0% | - | - | - | - |
| | **Expenses** | | | | | | | | | | | | |
| 04-432-000-239 | **Snow & Ice Supplies** | 15,060 | 63,852 | 75,000 | 46,804 | 75,000 | 75,000 | - | 0% | 50,000 | 50,000 | 50,000 | 50,000 |
| 04-432-000-250 | **Vehicle Maintenance & Repair** | - | 3,989 | 4,000 | - | 4,000 | 4,000 | - | 100% | 4,000 | 4,000 | 4,000 | 4,000 |
| 04-432-000-450 | **Snow & Ice Contrated Services** | 4,876 | 4,876 | - | 10,744 | 24,000 | 24,000 | - | 0% | 24,000 | 24,000 | 24,000 | 24,000 |
| 04-438-000-239 | **Road Project Supplies** | 2,859 | - | 37,800 | (86) | 31,800 | 31,000 | (800) | 930% | 6,000 | 6,000 | 6,000 | 6,000 |
| 04-439-001-250 | **Resurfacing** | 337,892 | 213,491 | 275,000 | 5,826 | 275,000 | 549,333 | 274,333 | 4709% | 275,000 | 275,000 | 275,000 | 275,000 |
| 04-439-002-250 | **Base Repairs** | - | - | 6,000 | - | 6,000 | 6,000 | - | #DIV/0! | 6,000 | 6,000 | 6,000 | 6,000 |
| 04-438-000-450 | **Road Project Contracted Service** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | **Total Expenses** | 360,687 | 286,208 | 397,800 | 63,288 | 415,800 | 689,333 | 273,533 | 432% | 365,000 | 365,000 | 365,000 | 365,000 |
| | **Total Expenses & Equip Purchases** | 360,687 | 286,208 | 397,800 | 74,548 | 415,800 | 689,333 | 273,533 | 367% | 365,000 | 365,000 | 365,000 | 365,000 |
| 04-472-000-003 | **Operating Transfers** | - | - | - | - | - | - | - | - | - | - | - | - |
| | **Net Income** | **56,880** | **102,655** | **(13,423)** | **328,020** | **(31,423)** | **(273,863)** | **(242,440)** | **-259%** | **67,710** | **77,710** | **87,710** | **97,710** |

## WATER RESOURCE PROTECTION FUND

### MISSION AND HISTORY

Upper Uwchlan Township contains parts of both the Brandywine Creek and Pickering Creek Watersheds. Contained within the former is the Marsh Creek watershed, which comprises 20 square miles of the Brandywine Creek watershed. The Marsh Creek watershed is of high quality and serves as headwaters for the East Branch of the Brandywine Creek. The Township's water bodies, streams, watersheds, wetlands, floodplains, and riparian buffers have significant value and influence on water supply, water quality, flood control, and wildlife habitats. When properly protected and managed, these interrelated systems can act to filter pollutants, control flows so as not to contribute to or exacerbate downstream flooding conditions, and protect wildlife habitats.



*Marsh Creek Lake is an important resource for flood control and water quality, as well as a recreation resource. Marsh Creek State Park attracts nearly 2 million visitors annually.*

Upper Uwchlan Township has a National Pollutant Discharge Elimination System (NPDES) permit that sets minimum standards and procedures that the Township must meet around stormwater control, pollutant reduction and prevention, and municipal operations. The Township is mandated by the Environmental Protection Agency (EPA) and the Pennsylvania Department of Environmental Protection (PADEP) to have a Stormwater Management Program which addresses both water quality and quantity.

The Water Resource Protection Fund *(previously known as the Stormwater Management Fund)* was established in July 2014 for the purpose of dedicating resources to protect and preserve our watersheds, reduce pollutants, and control storm water run-off and flooding.

In early 2015, the Township formed a committee to assess what will need to be done to comply with the unfunded Federal mandates under the NPDES Phase II stormwater regulations which are part of the Federal Clean Water Act of 1972. Outside consultants were engaged to assist the Township in reviewing the stormwater projects that will need to be completed – basin restoration, inlet cleaning and maintenance, storm drain cleaning and repair, street sweeping etc. to maintain water quality and prevent or reduce flooding. Funding has not yet been allocated for Phase III of this project, which includes analysis and public outreach regarding the implementation of a stormwater fee.

### DESCRIPTION OF SERVICES PROVIDED

Upper Uwchlan Township is a participant in and is complying with all the requirements of the Pennsylvania Department of Environmental Protection's (DEP) Municipal Separate Storm Sewer System (MS4) program. The goals of the MS4 program and Upper Uwchlan Township are to reduce the discharge of pollutants from the Township, to protect water quality, and to satisfy requirements of the Clean Water Act. Stormwater point discharges to waters of the U.S. are regulated using NPDES permits. As an MS4, Upper Uwchlan Township is required to comply with the NPDES program. Under the NPDES stormwater program, permittees must develop a stormwater management plan that provides the

details of how the community will comply with the requirements of the permit. Annual reports on the Township's compliance with the MS4 mandates are completed and submitted by staff and consultants. Permits are based on a framework of six minimum control measures: Public education and outreach, public participation and involvement, illicit discharge detection and elimination, construction site runoff control, post-construction storm water management in new development and redevelopment, and pollution prevention and good housekeeping for municipal operations and maintenance.

**2022 HIGHLIGHTS**

In 2018, Upper Uwchlan Township was awarded grant funding through the Department of Environmental Protection (DEP) for a stormwater management project. The Township's project, Restoration of the Marsh Creek Watershed, was one of 61 projects selected by the DEP. Work on the project began in early 2021. The project includes the construction of a naturalized detention basin at Upland Farms and the naturalization of Township owned detention basins located off Heather Hill Drive. Working with T&M Associates, the Township completed design, survey, and engineering for the projects in 2021. Project will be bid out in late 2022 with hopes of construction beginning in early 2023.



*Improving stormwater drainage at Upland Farms is one goal of the Marsh Creek Watershed Improvement Program projects.*

The Water Resource Protection Fund is projected to have a Fund Balance of approximately $422,000 at December 31, 2022. At the end of 2023, the projected Fund Balance is expected to be approximately $425,000 or a increase of 0.50%.

**ACCOMPLISHMENTS IN 2022**

- Hired a dedicated stormwater employee supporting the Water Resource Protection Fund
- Repaired or rebuilt 42 inlets *(as of October 2022)*
- Cleaned out pipe crossings throughout the township
- Dug a stormwater outlet swale on Fellowship Road
- Performed basin repairs on the property of 10 Cambridge Road to help with erosion
- Replaced one 30' x 12" stormwater pipe on West Township Line Road
- Cleaned out approximately 2,000 inlets throughout the year
- Performed street sweeping on approximately 238 lane miles
- Mowed the Township's five basins 30 times

**GOALS FOR 2023**

- Continue maintenance and repair of existing stormwater infrastructure
- Complete the retrofit two (2) Township owned stormwater detention basins
- Complete construction of the naturalized stormwater detention area at Upland Farms
- Re-start the program begun in 2015 to address the requirements of the NPDES stormwater regulations

*Staffing Statistics – as of the end of each year presented*

| | 2023 | 2022 | 2021 |
|---|---|---|---|
| **Full time:** | 1 | - | - |
| | | | |
| **Total FTE's** | 1 | - | - |

Due to the increase in the number of facilities, the frequency of maintenance, the need for a dedicated stormwater management staff member has become apparent. Assigning a new member of the Public Works staff to these projects will allow the existing staff to keep up with other demands of the department. As the Water Resource Protection program is developed, staffing needs will continue to be assessed.

**STATISTICS**

| | 2023* | 2022 | 2021 |
|---|---|---|---|
| Storm water basins privately owned | 95 | 89 | 77 |
| Storm water basins Township owned | 6 | 5 | 5 |
| Storm water inlets | 1,785 | 1,776 | 1,509 |
| Outlet structures | 74 | 70 | 68 |
| End-walls | 150 | 145 | 104 |
| Head-walls | 60 | 56 | 19 |
| Flared End Sections | 37 | 36 | 32 |
| Manholes | 140 | 121 | 106 |

***Rough values based on construction and developments which may be completed in 2023.

**PERFORMANCE MEASURES**

*Township Goals Supported:*

- Protect Natural Resources and Systems - Marsh Creek and Pickering Valley Watersheds
  - Protect the local watershed by appropriately managing storm water infrastructure via the development and management of a Water Resource Protection program
  - Continued collaboration on projects such as the Brandywine Creek Greenway
- Effective and Efficient Township Services
  - Protect and preserve investment in public facilities
  - Continue to identify and employ technological advances to promote access, maximize efficiencies and increase productivity of employees

# Upper Uwchlan Township
# Water Resource Protection Fund
# 2023 Budget

| | | Actual | Actual | Budget | Actual *YTD* | Budget | **Budget** | $ Inc/(Dec) | % | Budget | Budget | Budget | Budget |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **2020** | **2021** | **2021** | **2022** | **2022** | **2023** | **'22 Bud** | **Inc/(Dec)** | **2024** | **2025** | **2026** | **2027** |
| | | | | | ***(9/30/22)*** | | | | | | | | |
| **INCOME** | | | | | | | | | | | | | |
| 08-341-000-010 | **Interest Earnings** | 206 | 47 | 600 | 39 | 600 | 600 | - | 0% | 1,500 | 1,500 | 1,500 | 1,500 |
| 08-361-000-100 | **Usage Fees** | - | - | - | | - | - | - | #DIV/0! | 376,320 | 752,640 | 752,640 | 752,640 |
| 08-354-000-010 | **County Grants - VPP** | - | - | - | | - | - | - | #DIV/0! | - | - | - | - |
| 08-354-000-020 | **State Grants** | - | 45,450 | - | 9,701 | 235,482 | - | (235,482) | #DIV/0! | - | - | - | - |
| 08-392-000-010 | **Transfer from General Fund** | | 245,000 | 245,000 | 245,000 | 245,000 | 300,000 | 55,000 | 22% | - | - | - | - |
| | **Transfer from Capital Fund** | - | - | - | - | - | - | | #DIV/0! | - | - | - | - |
| 08-392-000-020 | **Transfer from Municipal Authority** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| | **Miscellaneous Revenue** | - | - | - | | - | - | - | #DIV/0! | - | - | - | - |
| | **Total Income** | **206** | **290,497** | **245,600** | **254,740** | **481,082** | **300,600** | **(180,482)** | **#DIV/0!** | **377,820** | **754,140** | **754,140** | **754,140** |
| | **Expenses** | | | | | | | | | | | | |
| 08-404-000-100 | **Wage allocation from Public Works** | - | - | 5,266 | - | 60,748 | 60,748 | (0) | 0% | 106,821 | 109,552 | 112,356 | 115,236 |
| 08-404-000-311 | **Legal Expense** | - | - | - | - | - | - | - | #DIV/0! | 5,000 | 5,000 | 5,000 | 5,000 |
| 08-406-000-010 | **Grant Application Fees** | - | - | - | 1,463 | - | - | - | #DIV/0! | 5,000 | 5,000 | 5,000 | 5,000 |
| 08-406-000340 | **Public Relations** | - | - | - | - | - | - | | | | | | |
| 08-408-000-010 | **Engineering** | - | - | - | 2,876 | - | 5,000 | 5,000 | #DIV/0! | 10,000 | 10,000 | 10,000 | 10,000 |
| 08-408-000-020 | **Feasibility Studies** | - | - | 140,022 | - | 140,022 | 140,022 | - | 0% | - | - | - | - |
| 08-420-000-035 | **Permits** | 16,961 | 17,969 | - | 18,770 | - | - | - | #DIV/0! | 5,000 | 5,000 | 5,000 | 5,000 |
| 08-420-000-260 | **Small Tools & Equipment** | 3,195 | 2,415 | 1,400 | 1,375 | 600 | 1,500 | 900 | 64% | 1,000 | 1,000 | 1,000 | 1,000 |
| 08-446-000-101 | **Allocated Wages** | - | | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 08-446-000-200 | **Supplies** | 16,290 | 15,133 | 27,112 | 14,678 | 27,112 | 27,112 | - | 0% | 25,000 | 25,000 | 25,000 | 25,000 |
| 08-446-000-230 | **Gas & Oil** | - | - | 1,600 | - | 2,400 | 2,400 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| 08-446-000-235 | **Vehicle Maintenance** | 832 | - | 4,000 | - | 4,250 | 4,250 | - | 0% | 4,000 | 4,000 | 4,000 | 4,000 |
| 08-446-000-250 | **Maintenance & Repair** | - | - | 2,000 | - | 11,700 | 25,600 | 13,900 | 695% | 2,000 | 2,000 | 2,000 | 2,000 |
| 08-446-000-316 | **Training & Seminars** | - | - | 2,000 | 186 | 2,000 | 2,000 | - | 0% | 2,000 | 2,000 | 2,000 | 2,000 |
| 08-446-000-450 | **Contracted Services** | 3,126 | 9,323 | 60,000 | 9,129 | 30,000 | 30,000 | - | 0% | 30,000 | 30,000 | 30,000 | 30,000 |
| 08-446-001-250 | **Maintenance & Repair- MA** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 08-446-000-400 | **Construction** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 08-446-005-600 | **Construction - Marsh Creek Watershed** | | 46,950 | | | 235,482 | - | (235,482) | #DIV/0! | - | - | - | - |
| | **Total Expenses** | 40,404 | 91,790 | 243,400 | 48,477 | 514,314 | 298,632 | 19,800 | #DIV/0! | 197,821 | 200,552 | 203,356 | 206,236 |
| | **Total Expenses** | 40,404 | 91,790 | 243,400 | 48,477 | 514,314 | 298,632 | 19,800 | #DIV/0! | 197,821 | 200,552 | 203,356 | 206,236 |
| | **Net Income** | **(40,198)** | **198,707** | **2,200** | **206,263** | **(33,232)** | **1,968** | **(200,282)** | **#DIV/0!** | **179,999** | **553,588** | **550,784** | **547,904** |

## SEWER FUND

The Sewer Fund is a proprietary fund used by Upper Uwchlan Township to account for the resources necessary to operate the sewer system that is managed by the *Upper Uwchlan Township Municipal Authority (Sewer Authority or Authority).* All of the land, sewage treatment plants, pump stations, collection systems etc. used in the operations of the sewer system are owned by Upper Uwchlan Township. The Township established the Sewer Authority and appointed members to its Board to operate the sewer system.

The Sewer Authority has a separate budget and prepares financial statements separately from the Township, although their financial statements are included in the audited annual financial statements of the Township as a component unit of the Township.

### General Obligation Bonds – Series of 2019

The Township issued $10,750,000 of General Obligation Bonds, Series of 2019 on December 11, 2018. The bonds closed on January 9, 2019. The bond proceeds are being used for both Township purposes and to expand the sewer system operated by the Upper Uwchlan Township Municipal Authority. The portion of the debt service that is attributable to the Municipal Authority ($5,280,000) has been recorded in the Sewer Fund. The portion that is attributable to the Township ($5,470,000) has been recorded in the Capital Fund.

To facilitate processing of construction payments, the Sewer Authority's portion of the bond proceeds were deposited into the Sewer Authority's bank account. A corresponding liability to the Sewer Fund in that amount was established on the Authority's books. The Sewer Fund has recorded a receivable from the Authority in the same amount.

The Authority has agreed to reimburse the Sewer Fund under an Operations and Management Agreement for the interest and principal payments annually.

### General Obligation Bonds – Series of 2014 and Series A of 2019

In August, 2019 market conditions were advantageous for a current refunding of the Township's General Obligation Bonds, Series of 2014. The Township and Authority issued $5,105,000 of General Obligation Bonds Series A of 2019 which closed on September 5, 2019. The sole purpose of this bond issue was to refund the General Obligation Bonds, Series of 2014. The Township issued the General Obligation Bonds, Series of 2014, five years ago to finance the construction of Phase II of the Route 100 Wastewater Treatment Plant and Collection System. The refunding – or early redemption – of the bonds provided a present value cost savings to the Township of $567,080 or 11.14% of the refunded principal of $5,090,000.

Under the Operations Agreement with the Municipal Authority, the Authority has agreed to reimburse the Township for its portion of the debt service on the bonds. The Sewer Fund's primary source of revenue consists of receipts from the Sewer Authority equal to the amount of payments on the bonds.

# Upper Uwchlan Township
## Sewer Fund
## Budget 2023

| | | Actual | Actual | Budget | *Actual YTD* | Budget | **Budget** | $ Inc/(Dec) | % | Budget | Budget | Budget | Budget |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **2020** | **2021** | **2021** | **2022** | **2022** | **2022** | **'22 Bud** | **Inc/(Dec)** | **2024** | **2025** | **2026** | **2027** |
| | | | | | ***(9/30/22)*** | | | | | | | | |
| **INCOME** | | | | | | | | | | | | | |
| 15-341-000-000 | **Interest Earnings** | 448 | 66 | 1,000 | 31 | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| 15-342-000-100 | **Operation/Mgmt Agreement - Series of 2014** | | | - | | - | - | - | 100% | - | - | - | - |
| 15-342-000-200 | **Operation/Mgmt Agreement - Series of 2019** | 237,408 | 236,741 | 236,744 | 102,996 | 236,744 | 235,244 | (1,500) | 100% | 239,344 | 238,294 | 237,244 | 235,844 |
| 15-342-000-300 | **Operation/Mgmt Agreement - Series A of 2019** | 335,280 | 336,198 | 336,200 | 60,700 | 336,200 | 332,700 | (3,500) | 100% | 334,475 | 331,175 | 331,775 | 337,275 |
| 15-387-000-000 | **Contributions from Private Sector** | - | - | - | - | - | - | - | 0% | - | - | - | - |
| 15-387-000-001 | **Asset Contribution from Private Sector** | - | - | - | - | - | - | - | 0% | - | - | - | - |
| 15-392-000-000 | **Transfer from Municipal Authority** | - | - | - | - | - | - | | | | | | |
| | **Total Income** | **573,136** | **573,005** | **573,944** | **163,727** | **573,944** | **568,944** | **(5,000)** | **#DIV/0!** | **574,819** | **570,469** | **570,019** | **574,119** |
| | | | 275,375 | | | | | | | | | | |
| | **Expenses** | | | | | | | | | | | | |
| 15-400-000-461 | **Bank Fees** | 500 | 500 | 800 | 500 | 800 | 800 | - | 0% | 800 | 800 | 800 | 800 |
| 15-400-000-463 | **Misc. Expenses** | - | | 1,000 | | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| 15-472-000-105 | **Bond Interest Expense-Series of 2019** | 207,345 | 206,679 | 206,744 | 154,495 | 206,744 | 205,244 | (1,500) | 100% | 204,344 | 203,294 | 202,244 | 200,844 |
| 15-472-000-110 | **Bond Interest Expense-Series A of 2019** | 129,938 | 125,848 | 126,200 | 91,500 | 126,200 | 117,700 | (8,500) | 100% | 114,475 | 111,175 | 106,775 | 102,275 |
| 15-472-000-300 | **Bond Amortization Expense-Series of 2014** | (5,114) | | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 15-472-000-305 | **Bond Amortization Expense-Series of 2019** | 553 | 829 | 829 | 415 | 829 | 829 | 0 | 0% | 829 | 829 | 829 | 829 |
| 15-472-000-310 | **Bond Amortization Expense-Series A of 2019** | (6,645) | (6,645) | (6,645) | (3,323) | (6,645) | (6,645) | (0) | 0% | (6,645) | (6,645) | (6,645) | (6,645) |
| 15-493-000-083 | **Depreciation Expense** | 503,510 | 469,178 | - | - | - | - | - | 0% | - | - | - | - |
| | **Loss on Disposal of Asset** | | | - | - | - | - | - | 0% | - | - | - | - |
| | **Total Expenses** | 830,087 | 796,389 | 328,928 | 243,587 | 328,928 | 318,928 | (10,000) | #DIV/0! | 314,803 | 310,453 | 305,003 | 299,103 |
| | **Transfers** | | | | | | | | | | | | |
| 15-492-000-010 | **Transfer to Municipal Authority** | - | - | - | - | - | - | - | 0% | - | - | - | - |
| | | | | | | | | - | | | | | |
| | | - | - | - | - | - | - | - | 0% | - | - | - | - |
| | **Total Expenses and Transfers Out** | 830,087 | 796,389 | 328,928 | 243,587 | 328,928 | 318,928 | (10,000) | #DIV/0! | 314,803 | 310,453 | 305,003 | 299,103 |
| | **Net Income** | **(256,951)** | **(223,384)** | **245,016** | **(79,860)** | **245,016** | **250,016** | **5,000** | **#DIV/0!** | **260,016** | **260,016** | **265,016** | **275,016** |

## ACT 209 FUND

### DESCRIPTION OF SERVICES PROVIDED

The ACT 209 Fund was established in order to manage and account for the funds received from the ACT 209 traffic impact fees imposed on new development or re-development that generates increased traffic volumes within the Township. Ordinance #99-01 established the ACT 209 traffic impact fee in compliance with the Pennsylvania Municipalities Planning Code. The purpose of the ACT 209 traffic impact fee is to provide the funds necessary to make transportation capital improvements to support existing traffic volumes and traffic volumes projected to be generated by new growth and development in the Township. The Township's ACT 209 transportation impact fee, as revised and adopted in 2016, is currently $2,334 per weekday (M-F) peak hour (4:00 PM – 6:00 PM) new trip.

ACT 209 requires certain engineering studies, reviews, and plans in order to substantiate the impact fee to include: the Land Use Assumptions Report (LUAR), the Roadway Sufficiency Analysis (RSA), and the Capital Projects Improvement Plan (CPIP). As part of the Township's efforts to update the Comprehensive Plan, a DRAFT LUAR was completed in 2013, reviewed, updated, and adopted in 2015. The RSA and the CPIP were revised and updated in 2015/2016 and finally adopted in 2016. All planning activity was funded from the General Fund with expenditures from the ACT 209 Fund being used for only activities authorized by ACT 209.

The Act 209 Fund is projected to have a fund balance of approximately $1,046,000 at December 31, 2022. At the end of 2023, the fund balance is projected to be approximately $1,047,000 or an increase of 0.10%.

### ACCOMPLISHMENTS IN 2022

- All residential and commercial land development activity taking place within the designated ACT 209 Transportation area is charged the Act 209 Transportation Impact Fee. This fee is calculated based on newly generated trips during the evening peak hour period. These reviews are ongoing during the land development process.

### GOALS FOR 2023

- Continue to monitor traffic volume and occupancy in and around the Township as it relates to the traffic signal system and future capital construction projects
- Coordinate with developers of land development projects in the review process in order to advance transportation related capital improvements projects required as a result of development growth.
- Finalize design and permitting for a traffic signal to be located at Little Conestoga Road and Milford Road
- Evaluate, on an ongoing basis, grant funding opportunities for capital improvement projects which will increase/improve volume or capacity on the Township roadway network.

**Upper Uwchlan Township**
**ACT 209**
**2023 Budget**

| | | Actual 2020 | Actual 2021 | Budget 2021 | Actual - 9/30/22 2022 | Budget 2022 | Budget 2023 | $ Inc/(Dec) '22 Bud | % Inc/(Dec) | Budget 2024 | Budget 2025 | Budget 2026 | Budget 2027 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Revenue** | | | | | | | | | | | | | |
| 09-354-000-030 | **Grant Revenue - Federal** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 09-354-100-140 | **Grant Revenue - State** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 09-341-000-000 | **Interest Earnings** | 2,440 | 575 | 1,000 | 300 | 1,000 | 1,000 | - | 0% | 1,000 | 1,000 | 1,000 | 1,000 |
| 09-379-000-010 | **Transportation Impact Fees** | 354,768 | - | - | | - | - | - | #DIV/0! | - | - | - | - |
| 09-380-000-000 | **Misc Revenue** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 09-395-000-200 | **Transfer from Capital Fund** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| **Total Income** | | 357,208 | 575 | 1,000 | 300 | 1,000 | 1,000 | - | #DIV/0! | 1,000 | 1,000 | 1,000 | 1,000 |
| **Expenses** | | | | | | | | | | | | | |
| 09-489-000-010 | **Enginnering Fees** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 09-489-000-020 | **Construction** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 09-489-000-045 | **Contracted Services** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| 09-489-000-600 | **Capital Construction** | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| **Total Expenses** | | - | - | - | - | - | - | - | #DIV/0! | - | - | - | - |
| **Net Income** | | 357,208 | 575 | 1,000 | 300 | 1,000 | 1,000 | - | #DIV/0! | 1,000 | 1,000 | 1,000 | 1,000 |

# GLOSSARY

**Accrual Basis of Accounting** – The basis of accounting in which revenues are recognized when they are earned and expenses are recognized when they are incurred.

**Act 209 Transportation Plan –** refers to Act 209 of the Pennsylvania Legislature, enacted on July 31, 1968. It provides for traffic impact fees for development or re-development that generates increased traffic volumes within municipalities.

**Act 537 Plan** – refers to the Pennsylvania Sewage Facilities Act, as amended, enacted on January 24, 1966 to correct existing sewage disposal problems and prevent future problems. The Act requires proper planning in all types of sewage disposal situations. Local municipalities are largely responsible for administering the Act 537 sewage disposal program.

**ACFR** – abbreviation for Annual Comprehensive Financial Report. The ACFR expands upon full GAAP financial statements by including a large amount of statistical data that is unique to the municipality. Previously referred to as the "Comprehensive Annual Financial Statement".

**Amortization** – this is the process of systematically reducing the value of an intangible asset.

**Annual Comprehensive Financial Report** – The official financial report of a municipal entity. It includes management's discussion and analysis, financial statements, supporting schedules and required supplementary information and statistics on the municipality.

**Assets** – Property owned by the Township that has a monetary value.

**Audit** – See "Financial Statement Audit".

**Balanced Budget** – A budget is considered balanced when budgeted revenues equal or exceed budgeted expenditures. (also known as a "structurally balanced budget")

**Bonds** – an instrument of indebtedness from the bond issuers to the holders. It is a fixed income investment where the investor (holder) loans money for a fixed period of time to the bond issuer (usually a municipality or corporation) at a stated interest rate.

**Capital assets** – any tangible or intangible asset that has an initial useful life extending beyond a single reporting period. Assets such as land, easements, buildings, building improvements, vehicles, machinery, equipment, infrastructure, works of art or of historical significance are normally capital assets.

**Capital Expenditures** – Money expended to purchase capital assets.

**Comprehensive Annual Financial Report** – The official financial report of a municipal entity. It includes management's discussion and analysis, financial statements, supporting schedules and required supplementary information and statistics on the municipality.

## GLOSSARY, cont'd

**DDB** – "DDB" is an abbreviation for Dry Detention Basin. A dry detention basins' outlets have been designed to detain storm water runoff for a minimum period of time (ie. Usually 24 hours) to allow particles and pollutants to settle. Unlike wet ponds, they do not have a permanent pool of water.

**Debt Limit** – The State-set maximum amount of legally permitted outstanding net debt.

**Delaware Valley Insurance Trust** (DVIT) – A regional risk sharing pool providing property, liability and/or health coverage to its participating members which consists of municipalities in Southeastern Pennsylvania. The Trust was formed under the authority granted by the Pennsylvania Intergovernmental Cooperation Act and the Pennsylvania Political Subdivision Tort Claims Act.

The Township currently has all of its insurance coverage through DVIT.

**Depreciation** – the process of systematically reducing the value of a capital asset.

**Electoral Debt -** Debt incurred with the approval of the voters

**Enterprise Funds** – Proprietary fund type used to report an activity for which a fee is charged to external users for goods or services.

**Fiduciary Fund** – a fund whose assets are held in trust. For example, a pension plan.

**Financial statement audit** – An examination designed to provide independent assurance that financial statements are fairly presented. Typically performed by an independent firm of Certified Public Accountants.

**Full-time Equivalent (FTE)** – An employee's scheduled hours divided by the employer's normal workweek. For example an employee who works 10 hours per week for an employer with a 40 hour workweek would be 0.25 FTE.

**Fund** – A fiscal and accounting tool with a self-balancing set of accounts to record revenues and expenditures.

**Fund Balance** – Fund balance is the net position of a governmental fund. It is equal to the difference between assets, liabilities, deferred outflows of resources and deferred inflows of resources. It is the "equity" of a governmental fund.

**GAAP** - GAAP is an abbreviation for Generally Accepted Accounting Principles which are the standard framework and guidelines used in financial accounting in the United States of America. The Financial Accounting Standards Board is responsible for issuing new accounting pronouncements.

**GASB** - GASB is an abbreviation for The Government Accounting Standards Board. GASB is the authoritative accounting and financial reporting standard –setting body for state and local governments.

## GLOSSARY, cont'd

**General Fund** - An accounting entity used to account for all revenue and expenditures applicable to the general operations of the departments of the Township, and to record all financial transactions not accounted for in another fund.

**GFOA** – GFOA is the abbreviation for The Government Finance Officers Association. The GFOA is a national professional organization comprised of people who are working in government finance on a state, local or federal level. The GFOA holds educational training seminars nationally and also provides information on "Best Practices", as well as other services, to its members. State and local chapters provide local training on a monthly, quarterly, or annual basis.

**Governmental Funds** – Funds generally used to account for tax supported activities. There are five types of governmental funds: the general fund, special revenue funds, capital projects funds, and permanent funds.

**Impervious Coverage** - Impervious coverage refers to any man-made surfaces, along with compacted soil, that water cannot penetrate. Examples, are asphalt, concrete, and rooftops.

**LUAR** – is the abbreviation for a Land Use Assumptions Report.

**Major Fund** – A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements and subject to a separate opinion in the independent auditor's report.

**Millage or "mills"** – the property tax rate that an owner of real property is required to pay to the taxing authority. A "mill" is one thousandth of a currency unit. For example, to obtain the amount of tax, multiply the assessed value of the property times the millage rate and then divide by 1,000.

**Modified Accrual Basis of Accounting** – an accounting method that combines elements of the two basic accounting methods, cash basis and accrual basis. Revenues are recognized when earned, measurable and available. Expenses are recognized when the liability is incurred.

**MS-4** – Under the 1987 Clean Water Act Amendments, the U.S. EPA developed new regulations to address storm water that might impact water quality. These new "Municipal Separate Storm Sewer System" (MS4) regulations were established by the EPA and are administered in Pennsylvania by the Pennsylvania Department of Environmental Protection ("DEP" or "PADEP").

**MUTCD Standards** –this refers to the Federal Highway Administration manual on Uniform Traffic Control Devices.

**Non-electoral Debt** – Debt not approved by the voters.

## GLOSSARY, cont'd

**Non-Major Funds** – Funds that account for the proceeds of specific revenue sources that are restricted or assigned expenditures for specified purposes. They include: the Liquid Fuels Fund, Act 209 Fund, and the Water Resource Protection Fund.

**NPDES permit** – National Pollutant Discharge Elimination System permit. Permits are issued by PADEP.

**PADEP** – Pennsylvania Department of Environmental Protection

**PEMA** – Pennsylvania Emergency Management Agency

**Proprietary Fund** - A Fund that focuses on the determination of operating income, changes in net position, financial position, and cash flows. There are two types of proprietary funds: enterprise funds and internal service funds.

**Scheduled interest** - is the amount of interest that would be paid by following the bank's amortization schedule. If the Township pays additional principal amounts during the remaining years of the loan, the actual amount of interest paid will be less.

**Second Class Township** – a second class township is defined as having a population of less than 300 inhabitants per square mile and in Pennsylvania they are governed by the Second Class Township Code, enacted by the state legislature on May 1, 1933, as amended.

**Self-Liquidating Debt** – Debt to be paid solely from rents, rates or other charges to the ultimate users of the project to be financed by such debt.

**Subsidized Debt** – Debt the principal and interest on which will be covered by subsidies or reimbursements to be paid to the Township by the Commonwealth of Pennsylvania or the federal government, or under a subsidy contract with the Township, by another local government unit or an authority.

**WWTF** – Waste Water Treatment Facility

UPPER UWCHLAN TOWNSHIP

RESOLUTION #_____

A RESOLUTION ESTABLISHING THE POLICE OFFICERS' CONTRIBUTIONS TO THE UNIFORMED EMPLOYEE PENSION PLAN FOR CALENDAR YEAR 2023

WHEREAS, Upper Uwchlan Township adopted Ordinance #07-04, establishing a Pension Plan ("Plan") for its Uniformed Employees (Police Officers), and

WHEREAS, Upper Uwchlan Township is required to annually define the rate at which members shall contribute to the Plan;

NOW, THEREFORE, BE IT RESOLVED, that the Upper Uwchlan Township Uniformed Employee Pension Plan employee contribution rate for 2023 is defined as five percent (5%) of Salary, with Salary defined in the Plan (Section 1.18) as:

> "Earnings including base pay, longevity pay, night differential pay (if any), overtime pay and pick-up contributions (i.e. W-2 wages) pursuant to Section 414(h) of the Internal Revenue Code, but shall exclude reimbursement expenses or payments in lieu of expenses, non-salary compensation including, but not limited to, fringe benefits provided by the Municipality and any other allowances paid by the Municipality, i.e. uniform allowance, medical reimbursement. Salary shall include any elective salary deferrals made by the Member pursuant to Section 457 or 125 of the Internal Revenue Code."

RESOLVED THIS 19th day of December, 2022.

UPPER UWCHLAN TOWNSHIP
BOARD OF SUPERVISORS

_____
Sandra M. D'Amico, Chair

_____
Jennifer F. Baxter, Vice-Chair

_____
Andrew P. Durkin, Member

ATTEST:

_____
Gwen A. Jonik, Township Secretary

UPPER UWCHLAN TOWNSHIP

RESOLUTION # _____

A RESOLUTION ESTABLISHING THE NON-UNIFORMED EMPLOYEES' CONTRIBUTIONS TO THE NON-UNFORMED EMPLOYEE PENSION PLAN FOR CALENDAR YEAR 2023

WHEREAS, Upper Uwchlan Township adopted Ordinances #06-02, establishing a Defined Benefit Pension Plan ("Plan") for its full-time non-uniformed employees, and #2010-02, amending definitions within the Plan, and Ordinance #2015-09, establishing a Defined Contribution Plan for all new full-time non-uniformed employees;

WHEREAS, Upper Uwchlan Township is required to annually define the rate at which members shall contribute to these Plans;

NOW, THEREFORE, BE IT RESOLVED, that the Upper Uwchlan Township Non-Uniformed Employee Pension Plan employee contribution rate for 2023 is defined as five percent (5%) of Salary, with Salary defined in the Plan (Section 1.17) as "base pay, longevity pay, overtime pay, pick-up contributions (i.e. W-2 wages) pursuant to Section 414(h) of the Internal Revenue Code, but shall exclude reimbursement expenses or payments in lieu of expenses, non-salary compensation including, but not limited to, fringe benefits provided by the Municipality and any other allowances paid by the Municipality, i.e. uniform allowance, medical reimbursement. Salary shall include any elective salary deferrals made by the Member pursuant to Section 457 or 125 of the Internal Revenue Code."

RESOLVED THIS 19th day of December, 2022.

UPPER UWCHLAN TOWNSHIP
BOARD OF SUPERVISORS

_____
Sandra M. D'Amico, Chair

_____
Jennifer F. Baxter , Vice-Chair

_____
Andrew P. Durkin, Member

Attest:

_____
Gwen A. Jonik, Township Secretary

**Upper Uwchlan Township**
Codes and Zoning Department
140 Pottstown Pike
Chester Springs, PA 19425

Phone: 610-458-9400
Fax: 610-458-0307
Website: www.upperuwchlan-pa.gov

# Upper Uwchlan Township
# 2023 Schedule of Fees
**(Includes Park & Recreation Fees)**

**RESOLUTION # _____**

## THE FOLLOWING ADMINISTRATIVE FEE APPLIES TO *ALL* BUILDING PERMITS
**ADMINISTRATIVE FEE Includes UCC fees as Required by the Commonwealth of Pennsylvania …. $5.00**

## THE FOLLOWING PROCESSING FEE APPLIES TO ALL BUILDING PERMIT FEES UNDER $1,000.00 PAID BY CREDIT CARD
**No Credit Card Payments Over $1,000.00 Accepted**
**Building Permit Fees Up to $500.00 = $5.00**
**Building Permit Fees $500.01 - $1,000.00 = $10.00**

## RESIDENTIAL PERMITS

RESIDENTIAL SINGLE-FAMILY & TWO-FAMILY DWELLINGS
Calculated using the ICC method: *See Exhibit A – Building Valuation Data*
Plus Zoning Review Fee ……$ 50

MULTI FAMILY BUILDINGS
Calculated using the ICC method: *See Exhibit A – Building Valuation Data*
Plus Zoning Review Fee ……..$ 50

RESIDENTIAL ADDITIONS (includes alterations and renovations)
Minimum $100 (up to first $1000 cost of Construction, plus $12 per additional $1000 of construction cost or fraction thereof)
Plus Zoning Review Fee ……$ 30

RESIDENTIAL FINISHED BASEMENTS
Townhouse without a bathroom ……..$ 400
Townhouse with a bathroom ……....….$ 450

Single Family detached without a bathroom ……$ 500
Single Family detached with a bathroom ……..$ 550

ACCESSORY BUILDING (such as Carports, Play Structures, Detached Garages, Greenhouses and Sheds)
Under 200 sq. ft.: **does not** require a building permit. (See Zoning Permits Section, Page 2**)**
Over 200 sq. ft.: $200 for the first 1000 sq.ft., plus $20 for each additional 100 sq.ft. or fraction thereof
Plus Zoning Review Fee …….……$ 20

RESIDENTIAL DECKS, PATIOS, TERRACES
150 sq.ft. or less…….……..$150
150 sq.ft. or more…..……..$200
Plus Zoning Review Fee ……..……..$ 20

RE-ROOF..……...……...…….$ 75

SWIMMING POOLS, HOT TUBS…….. $200
Plus Zoning Review Fee ……$ 20

DEMOLITION…….....$250

DEMOLITION-ACCESSORY BUILDING……...……..…$ 50

FLOOD PLAIN CONSTRUCTION FEE ……..……..$75

GRADING PERMIT ……...……..$75

UNDERGROUND TANK REMOVAL …….....$ 75

BASEMENT EGRESS OPENING…….……...…….…..…… $100

PLUMBING PERMITS .……...….2% of total cost of material & labor ($50 minimum)

ELECTRICAL PERMITS……...….2% of total cost of material & labor ($50 minimum)
FILING FOR 3rd PARTY INSPECTION ONLY ..……..$ 25

GENERATOR PERMIT ……...……...….$75

MECHANICAL (HVAC)……2% of total cost of material & labor ($50 minimum)

HOT WATER HEATER REPLACEMENT - Fuel Gas Only……..……$75

HEATER CONVERSION or REPLACEMENT (no ductwork changes) …….. $120

ALTERNATIVE ENERGY SYSTEM PERMITS
Geothermal $200; Solar $200; Wind $200

ROAD PERMITS……Driveway (new and widening)… $100

STORM WATER MANAGEMENT PERMIT.....$50 for Permit, plus $750.00 Escrow for Review

USE AND OCCUPANCY
New Construction…….……..……..……$50
Additions/Alterations/Renovations…….……..……..$25
Pools…….……$25
Resale Certificates…….……..……..$100
Refinance Certificates……..…$30

RE-INSPECTIONS ……...……...……...……...……...……... $50

ZONING PERMITS

Confirmation Letter……...$50
Zoning Permit……..……...$50
Fence……..….$50

ZONING PERMITS (Continued)

The following accessory residential structures, under 200 sq. ft. require a Zoning permit:

Carport……..……..…$50
Detached Garage…..……..…$50
Greenhouse……$50
Sheds……..……..……..$50
Play Structures …..……..……..$25

# COMMERCIAL PERMITS

NEW COMMERCIAL CONSTRUCTION

All use groups -- calculated using the ICC method: *See Exhibit A – Building Valuation Data*
Plus Zoning Review Fee …….$ 80

ACCESSORY BUILDINGS

All commercial building except utility -- calculated using the ICC method: *See Exhibit A – Building Valuation Data*
Plus Zoning Review Fee …….$ 50

ADDITIONS

All Commercial Use Groups ……..2% of construction cost ($300 minimum)
Plus Zoning Review Fee ……..……..…….$ 100

ALTERATIONS/RENOVATIONS/TENANT FIT OUTS

All Commercial building except utility……..……2% of total cost ($50 minimum)

ANNUAL PERMIT FILING FEE ……$100

COMMERCIAL U&O

Minor (strip mall) Tenant U&O……..…….. $ 75
Business/Commercial Retail U&O……....$100
Change of Occupancy …… $ 75

RE-ROOF……...……...……..…$150

FENCE……..……..……..…..$100

PLAYGROUND STRUCTURES (NON-RESIDENTIAL) ……....$200
Plus Zoning Review Fee ……$ 50

DEMOLITION

$200/50,000 sq. ft. or fraction thereof, plus $30 for each additional 5,000 sq. ft. or fraction thereof

BLASTING……..……..……...……...…….$150

TEMPORARY CONSTRUCTION TRAILER…….….$100 per year

BUILDING MOVING PERMIT
$10 per $1,000 estimated cost of moving, plus foundation costs and all other work necessary to replace Building

COMMUNICATION TOWER
Additional Antennae on Existing Tower……..……..$500 per location
Replace existing Antennae……2% of total construction
Annual inspection……..…….…….…..$100
Wireless Communication Facility……...$250

PLUMBING/SEWAGE……..…..…2% of total cost of material and labor ($100 minimum)

ELECTRICAL PERMIT……..…..……2% total cost of material & labor ($50 minimum)

MECHANICAL (HVAC)……...…….…….……2% total cost of material & labor ($50 minimum)

ALTERNATIVE ENERGY SYSTEM PERMITS…….…….$100 plus cost of Electrical Permit

STORM WATER MANAGEMENT PERMITS ……..…$100 for permit, plus $1,000 Escrow for Review

TENT PERMIT…….…….$80

UNDERGROUND TANK REMOVAL……..$200

FAILURE TO OBTAIN REQUIRED PERMITS
If the required permit (building, zoning, plumbing, mechanical or electrical permit) is not obtained, fees are subject to be doubled at the discretion of the Code Official.

CONTRACTOR REGISTRATION (ANNUAL) Remodeling Contractors must be State Registered
Electrical……$50/yr
General Contractor……$50/yr
Mechanical……$50/yr
Plumbing……$50/yr
Fire Protection……$50/yr
Other……..$50/yr
Electric Inspection Agency……..……$150/yr

ROAD PERMITS
Road Opening restoration costs plus…….……..$100
Sewer Inspection……..……..……..... $ 50
Driveway (new and widening)…….$100

## SUBSURFACE & SURFACE FACILITY INSTALLATIONS
(pipe, cable, wires, conduit, electric gas service, pipelines, etc.)

Escrowed funds for pavement opening……$20/sq.ft.
(reimbursed upon satisfactory completion and inspection of work)
Facility connection, Each 50 L.F. section……..……..…...$300
Each additional 100 LF section or fraction thereof ……..……..…$100
Facility Openings… (tap-ins, repairs, service connections) ……..……..$100
Overhead facility installation…..(poles, etc…)……..……..……$50/each pole
Road sign replacement……$100/sign
(for labor and equipment PLUS material cost, i.e.- post, sign plate,
hardware, etc. due to accidents, developer request, etc.)

## FIRE PROTECTION

Installation/Modifications of automatic Fire Extinguishing systems……..$50 for first $1,000/cost;
$25 for each additional $1,000 of fraction thereof, minimum $50

Installation/Modification of Fire Alarm & Detection systems……$50 for first $1,000/cost;
$25 for each additional $1,000 or fraction thereof, minimum $50

Compressed Gases…….$150
(installation, repair, abandonment, removal, place temporarily out of service, close service, substantial modification)

Flammable/Combustible Liquids……. $50 for first $1,000/cost; $25 for each additional $1,000 or fraction thereof (repair, modify pipeline for transportation of flammable or combustible liquids OR installation, construction or alteration of terminals, fuel-dispensing station or other similar facilities)

Flammable/Combustible Liquids Tank
Residential……$ 25
Commercial …(less than 5000 gal)…….$100
Commercial…(more than 5000 gal)…….$250
(installation, alteration, removal, abandonment or disposal)

Installation of Industrial Ovens……..…….……..$100

Installation of Spray Room, Dip Tank or Booth……..…$50 for the first $1,000 of cost;
$25 for each additional $1,000 or fraction thereof; minimum $50

Erection of Temporary Membrane Structures……...……..…$ 50
Tents (in excess of 200 sq. ft.) & Canopies (in Excess of 400 sq. ft.)

## FIRE CODE INSPECTION FEES

Up to 1,000 sq. ft……$ 25

1,001-3,500 sq. ft ……...……..$ 50

3,501-12,000 sq. ft ……..$ 75

12,001-36,000 sq. ft……..……$100

36,001-50,000 sq. ft……..……$150

50,001-100,000 sq. ft……...…….$200

Over 100,000 sq. ft……..…….$250

Continued

## FIRE CODE INSPECTION FEES (continued)

Publicly-owned Education buildings……No Charge

Required Re-inspection……..…….……$ 25/visit

Fireworks-Public Display…….……..…$100

## SIGN PERMITS

Permitted sign in residential area…….……..……..……$25
Up to and including 40 sq. ft…….……..……..…….$100
Greater than 40 sq. ft……..……...….$200
Billboard annual structural inspection fee……..……..……..…..……..$50

## TOWNSHIP PROFESSIONAL SERVICES SCHEDULE – 2023

| | |
|---|---|
| Township Engineer (Civil) | $80-$180/hour |
| Township Engineer (Traffic) | $50-$195/hour |
| Township Engineer (Wastewater) | $45-$152/hour |
| Township Planner | $75-180/hour |
| Township Solicitor | $215/hour |
| Alternate Solicitor | $210/hour |
| Township Zoning Solicitor | $180/hour |
| Municipal Authority Solicitor | $225/hour |
| Historic Preservation Consultant (also archeological services) | $70-$110/hour |

## TRAFFIC IMPACT FEE

Per trip……..……..……...$2,334.00

## SUBDIVISON/LAND DEVELOPMENT

Application Fee
1-2 lots….…….$250
3-5 lots…….$500
Plus $25 for each lot over 3
Over 5 lots……..$1000
Plus $50 for each lot over 5

The Applicant shall enter into a Review Escrow Agreement and place into escrow with the Township at the time of application an amount estimated by the Township to cover all costs of engineering and professional planning reviews (not including County application fee), legal services and other professional services used by the Township in connection with the application. Any services performed that exceed the amount in escrow will be paid by the Applicant.

## BOARD OF APPEALS

Building Code or Fire Code appeals:

$300.00 plus reasonable fees for Hearing, administrative, legal transcripts, etc.

Western Chester County Regional U.C.C. Appeals Board (WCCRUCCAB)

Minor Application: a Minor appeal application involves one- or two-family dwellings only.
Major Application: a Major appeal application involves applications other than the above residential uses, plus commercial, institutional or industrial uses.

Minor and Major Applications proposed to be administered in their entirety by the WCCRUCCAB will require escrow funds to be established with the Appeals Board, and will include the following items:
5 Hearing Panel Members, Solicitor Cost, Legal Advertisement, Court Reporter Appearance Fee, Hearing Transcript (if needed)

| | | |
|---|---|---|
| Minor Application | $1,500 First Hearing | $500.00 Second Hearing Escrow |
| Major Application | $2,000 First Hearing | $500.00 Second Hearing Escrow |

## HEARINGS BEFORE THE BOARD OF SUPERVISORS

| Type of Application | Commercial/Industrial | Non-Commercial |
|---|---|---|
| Curative Amendment | $1000 | $500 |
| Conditional Use | $1000/First Hearing | $500/First Hearing |
| Plus Reimbursement of Township's Consultant and Legal Fees | | |
| Additional Hearings | $500/Additional Hearings | $250/Additional Hearings |
| Miscellaneous Hearings | $1000 | $500 |

Hearing Fees deposited shall be used to defray the cost of the following:

- Publication Costs-"Notice of Hearing" and other legal publication charges.
- Cost of preparation and mailing of notices of hearing and decision.
- 50% of cost for stenographer.
- Cost of one (1) copy of original transcript, plus any additional transcripts requested.

## HEARINGS BEFORE THE ZONING HEARING BOARD

| Type of Application | Commercial/Industrial Deposit | Residential Deposit |
|---|---|---|
| Variance | $1400 | $650 |
| Special Exception | $1400 | $650 |
| Appeals of Zoning Officer Decision | $1400 | $650 |
| Challenge of Validity Zoning Ordinance | $1400 | $650 |
| Miscellaneous Appeals | $1400 | $650 |

Hearing deposit shall be used to cover the cost of the following:

- Publication costs-"Notice of Hearing" and other legal publication charges
- Cost for preparation and mailing of notices of hearing and decision
- 50% of costs for stenographer
- Administration assessment

Continued

## HEARINGS BEFORE THE ZONING HEARING BOARD (Continued)

Whether Approved or Denied, if costs of Hearing(s) exceed the deposit, Applicant will be liable for outstanding charges
(in increments of $100); should costs of Hearing(s) be less than the Application fee, the balance will be refunded.

- Transcript - COST of Hearing Transcript shall be paid by requesting person or party.

PARK AND RECREATION FEES: See Page 11 for the Park & Recreation Fees Chart

RECYCLING AND / OR SOLID WASTE HAULER LICENSE FEE ANNUAL…….$25/Truck

ADMINISTRATION FEES

Administrative Fee: reimbursable engineering invoices, reimbursable legal invoices
10% of invoice up to maximum $100 Administrative Fee/invoice

Certifications:
Public Sewer Account and/or Solid Waste / Recycling Account ……..$ 30.00
Real Estate Tax (Township only)...……...$ 25.00

ADMINISTRATION FEES (Continued)

Municipal Claims/Liens -- Delinquent Accounts – Attorney's Fees:

- Receive and review delinquent account information, verify property owner/address, prepare 30-day demand letter……..$ 50.00
- Send 10-Day Notice……..……..…….$ 15.00
- Prepare and file municipal lien……..……..$ 100.00
- Prepare and file order of satisfaction and notice to property owner……..$17.50
- Prepare and file writ of scire facias……..……..$100.00
- Reissue writ……..……..$30.00
- Prepare and mail correspondence per Pa.R.C.P. §237.1 ……..……..$30.00
- Motion for alternate service ……$200.00
- Motion for summary judgment……$200.00
- Prepare and file writ of execution for sheriff sale ……..……...$500.00
- Attendance at sale and evaluate schedule of distribution and resolve issues ancillary to sale……$300.00

Miscellaneous litigation and/or legal activities hourly rate not to exceed $170.00/hour

On-Lot Sewage System Operation and Maintenance Plan Review Fee (Annual) …….. $125.00

Returned Checks ……..……..…….$30.00

Solid Waste and Recycling Collection (Annual)……..……..……..$315.00

Solid Waste, Recycling Toter Carts ……....….....96-gallon $70.00

Stormwater Best Management Practices (BMP) Operation & Maintenance Plan Review ...$125.00

Stormwater Best Management Practices (BMP) Operation & Maintenance Facility Inspection…….

The property owner will reimburse the Township for the actual cost incurred for each facility inspected:

- BMP Facility Inspection (Non-NPDES Permit Facility) Invoiced for time spent to complete inspection. ($250 maximum per facility)
- BMP Facility Inspection (Part of an approved NPDES Permit) Invoiced for time spent to complete inspection of each facility.

Tax Collection - Real Estate Taxes:…… Contact the Tax Collector for current rate

Vehicle Impound – Towing and 48-hour Storage Fee……..…..$150.00

Verification (written) of Permits/Approvals and their expirations:
Residential Approval Verification……..……..…$100.00
Commercial Approval Verification……..……..$300.00

PRINTED MATERIAL

Zoning Ordinance (spiral bound-includes color zoning map)……$35.00

Subdivision/Land Development Ordinance…..(spiral-bound)……..…$35.00

Comprehensive Plan……...(spiral-bound)……..……$35.00

Storm Water Management Ordinance……$10.00

Open Space, Recreation and Environmental Resources Plan……..$25.00

Zoning Map……..……...…$15.00

Base Map……..….$10.00

"Neighborhood" Map…..…….....….No charge for Residents……...$3.00 Non-Residents

The Upper Uwchlan - A Place Betwixt & Between…(softback)……...$15.00

Request for Information/Research Fee……..……...As allowed per State Statute

Copies: Per copied side 8 ½ x 11……...$0.25
Per copied side 11 x 17…….....$0.50

Certified copies of Records (does not include notarization fees)……..……$3.00/Record
(As allowed by the Right To Know Law Fee Structure)

Plot Plans…….....$5.00

Biodegradable Leaf / Yard Waste Bags……..…….$2.50/bundle of 5

## SOLICITATION LICENSE

Application Fee .....$ 25.00
License ……..……..$125.00
Identification Card ……..Per Person...$ 20.00

CONTINUED

NOW, THEREFORE, BE IT RESOLVED, this 19th day of December, 2022.

UPPER UWCHLAN TOWNSHIP
BOARD OF SUPERVISORS

_____
Sandra M. D'Amico, Chair

_____
Jennifer F. Baxter, Vice-Chair

_____
Andrew P. Durkin, Member

ATTEST:

_____
Gwen A. Jonik, Township Secretary

# PARK AND RECREATION FEES

| Hickory Park | | | | | |
|---|---|---|---|---|---|
| **Facility** | **Type 2** | **Type 3** | **Type 4** | **Type 5** | **Type 6** |
| Baseball 60’ | $2000/Season<br>$20/hour | No Charge | $25/hour | $3400/Season<br>$30/hour | $30/hour |
| Baseball 90’ | $2000/Season<br>$20/hour | | $25/hour | $3400/Season<br>$30/hour | $30/hour |
| Multi-purpose | $2000/Season<br>$20/hour | | $25/hour | $3400/Season<br>$30/hour | $30/hour |
| Tennis | $15/hour | | $20/hour | $25/hour | $25/hour |
| Volleyball | $15/hour | | $20/hour | $25/hour | $25/hour |
| Pavilion | $25/day | | $35/day | $50/day | $50/day |
| **Fellowship Fields** | | | | | |
| **Facility** | **Type 2** | **Type 3** | **Type 4** | **Type 5** | **Type 6** |
| Multi-Purpose Field* | $2800/Season<br>$25/hour | No Charge | $25/hour | $4000/Season<br>$30/hour | $30/hour |
| Synthetic Turf Field* | $5600/Season<br>Non-seasonal users - $100/hour | $100/hour | $125/hour | $7800/Season<br>Non-seasonal users - $150/hour | $150/hour |
| **Larkin’s Field** | | | | | |
| **Facility** | **Type 2** | **Type 3** | **Type 4** | **Type 5** | **Type 6** |
| Multi-purpose #1 | $25/hour<br>$2000/Season | No Charge | $25/hour | $30/hour<br>$3500/ Season | $30/hour |
| Multi-purpose #2 | $25/hour<br>$1350/Season | No Charge | $25/hour | $30/hour<br>$2350/Season | $30/hour |
| **Upland Farm Park** | | | | | |
| **Facility** | **Type 2** | **Type 3** | **Type 4** | **Type 5** | **Type 6** |
| The Barn** | $150/hour | $150/hour | $200/hour | $250/hour | $250/hour |

*Lighting Fees will be billed at a rate of $10/hour as incurred.

**Contact Township staff for availability

**Seasons**

A season shall be defined as a minimum of 112 hours at Fellowship, or a minimum of 100 hours at Hickory Park, up to a maximum of 340 hours, per any four-month period. Additional hours will be billed at the hourly rate.

**Priority Types**

**Type 1 -** Programs and activities of Upper Uwchlan Township will receive priority use of all facilities.
**Type 2 -** Township-based, non-profit organizations.
**Type 3 -** Township residents for private use. (Proof of residency required.)
**Type 4 -** Township-based for-profit organizations and businesses.
**Type 5 -** Non-resident groups as described in Type 2.
**Type 6 -** Non-residents.

Exhibit A pg 1

# Building Valuation Data – FEBRUARY 2020

The International Code Council is pleased to provide the following Building Valuation Data (BVD) for its members. The BVD will be updated at six-month intervals, with the next update in August 2020. ICC strongly recommends that all jurisdictions and other interested parties actively evaluate and assess the impact of this BVD table before utilizing it in their current code enforcement related activities.

The BVD table provides the "average" construction costs per square foot, which can be used in determining permit fees for a jurisdiction. Permit fee schedules are addressed in Section 109.2 of the 2018 *International Building Code* (IBC) whereas Section 109.3 addresses building permit valuations. The permit fees can be established by using the BVD table and a Permit Fee Multiplier, which is based on the total construction value within the jurisdiction for the past year. The Square Foot Construction Cost table presents factors that reflect relative value of one construction classification/occupancy group to another so that more expensive construction is assessed greater permit fees than less expensive construction.

ICC has developed this data to aid jurisdictions in determining permit fees. It is important to note that while this BVD table does determine an estimated value of a building (i.e., Gross Area x Square Foot Construction Cost), this data is only intended to assist jurisdictions in determining their permit fees. This data table is not intended to be used as an estimating guide because the data only reflects average costs and is not representative of specific construction.

This degree of precision is sufficient for the intended purpose, which is to help establish permit fees so as to fund code compliance activities. This BVD table provides jurisdictions with a simplified way to determine the estimated value of a building that does not rely on the permit applicant to determine the cost of construction. Therefore, the bidding process for a particular job and other associated factors do not affect the value of a building for determining the permit fee. Whether a specific project is bid at a cost above or below the computed value of construction does not affect the permit fee because the cost of related code enforcement activities is not directly affected by the bid process and results.

## Building Valuation

The following building valuation data represents average valuations for most buildings. In conjunction with IBC Section 109.3, this data is offered as an aid for the building official to determine if the permit valuation is underestimated. Again it should be noted that, when using this data, these are "average" costs based on typical construction methods for each occupancy group and type of construction. The average costs include foundation work, structural and nonstructural building components, electrical, plumbing, mechanical and interior finish material. The data is a national average and does not take into account any regional cost differences. As such, the use of Regional Cost Modifiers is subject to the authority having jurisdiction.

## Permit Fee Multiplier

Determine the Permit Fee Multiplier:

1. Based on historical records, determine the total annual construction value which has occurred within the jurisdiction for the past year.
2. Determine the percentage (%) of the building department budget expected to be provided by building permit revenue.
3. 

$$\text{Permit Fee Multiplier} = \frac{\text{Bldg. Dept. Budget x (\%)}}{\text{Total Annual Construction Value}}$$

## Example

The building department operates on a $300,000 budget, and it expects to cover 75 percent of that from building permit fees. The total annual construction value which occurred within the jurisdiction in the previous year is $30,000,000.

$$\text{Permit Fee Multiplier} = \frac{\$300{,}000 \times 75\%}{\$30{,}000{,}000} = 0.0075$$

## Permit Fee

The permit fee is determined using the building gross area, the Square Foot Construction Cost and the Permit Fee Multiplier.

Permit Fee = Gross Area x Square Foot Construction Cost
X Permit Fee Multiplier

## Example

Type of Construction: IIB
Area: 1st story = 8,000 sq. ft.
2nd story = 8,000 sq. ft.
Height: 2 stories
Permit Fee Multiplier = 0.0075
Use Group: B

1. Gross area:
   Business = 2 stories x 8,000 sq. ft. = 16,000 sq. ft.
2. Square Foot Construction Cost:
   B/IIB = $177.38/sq. ft.
3. Permit Fee:
   Business = 16,000 sq. ft. x $177.38/sq. ft x 0.0075
   = $21,286

**Important Points** Exhibit 'A' - Pg 2

- The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.
- For purposes of establishing the Permit Fee Multiplier, the estimated total annual construction value for a given time period (1 year) is the sum of each building's value (Gross Area x Square Foot Construction Cost) for that time period (e.g., 1 year).
- The Square Foot Construction Cost does not include the price of the land on which the building is built. The Square Foot Construction Cost takes into account everything from foundation work to the roof structure and coverings but does not include the price of the land. The cost of the land does not affect the cost of related code enforcement activities and is not included in the Square Foot Construction Cost.

**Square Foot Construction Costs** [a, b, c]

| Group (2018 International Building Code) | IA | IB | IIA | IIB | IIIA | IIIB | IV | VA | VB |
|---|---|---|---|---|---|---|---|---|---|
| A-1 Assembly, theaters, with stage | 247.86 | 239.47 | 233.25 | 223.81 | 210.17 | 204.10 | 216.62 | 195.46 | 188.40 |
| A-1 Assembly, theaters, without stage | 227.10 | 218.71 | 212.49 | 203.05 | 189.41 | 183.34 | 195.86 | 174.70 | 167.65 |
| A-2 Assembly, nightclubs | 191.96 | 186.56 | 182.12 | 174.70 | 164.94 | 160.39 | 168.64 | 149.29 | 144.33 |
| A-2 Assembly, restaurants, bars, banquet halls | 190.96 | 185.56 | 180.12 | 173.70 | 162.94 | 159.39 | 167.64 | 147.29 | 143.33 |
| A-3 Assembly, churches | 229.69 | 221.30 | 215.08 | 205.64 | 192.37 | 187.27 | 198.45 | 177.66 | 170.60 |
| A-3 Assembly, general, community halls, libraries, museums | 192.20 | 183.81 | 176.59 | 168.15 | 153.51 | 148.44 | 160.96 | 138.80 | 132.75 |
| A-4 Assembly, arenas | 226.10 | 217.71 | 210.49 | 202.05 | 187.41 | 182.34 | 194.86 | 172.70 | 166.65 |
| B Business | 200.26 | 192.96 | 186.54 | 177.38 | 161.90 | 155.84 | 170.40 | 142.43 | 136.08 |
| E Educational | 209.90 | 202.64 | 196.82 | 188.34 | 175.49 | 166.60 | 181.86 | 153.45 | 148.75 |
| F-1 Factory and industrial, moderate hazard | 117.60 | 112.19 | 105.97 | 101.84 | 91.54 | 87.26 | 97.61 | 75.29 | 70.95 |
| F-2 Factory and industrial, low hazard | 116.60 | 111.19 | 105.97 | 100.84 | 91.54 | 86.26 | 96.61 | 75.29 | 69.95 |
| H-1 High Hazard, explosives | 109.99 | 104.58 | 99.35 | 94.22 | 85.14 | 79.87 | 89.99 | 68.89 | N.P. |
| H234 High Hazard | 109.99 | 104.58 | 99.35 | 94.22 | 85.14 | 79.87 | 89.99 | 68.89 | 63.56 |
| H-5 HPM | 200.26 | 192.96 | 186.54 | 177.38 | 161.90 | 155.84 | 170.40 | 142.43 | 136.08 |
| I-1 Institutional, supervised environment | 197.83 | 191.05 | 185.12 | 177.91 | 163.28 | 158.81 | 178.06 | 146.98 | 142.33 |
| I-2 Institutional, hospitals | 335.53 | 328.23 | 321.81 | 312.65 | 296.45 | N.P. | 305.67 | 276.99 | N.P. |
| I-2 Institutional, nursing homes | 233.12 | 225.82 | 219.40 | 210.24 | 195.51 | N.P. | 203.26 | 176.05 | N.P. |
| I-3 Institutional, restrained | 227.71 | 220.41 | 213.99 | 204.83 | 190.84 | 183.78 | 197.85 | 171.37 | 163.02 |
| I-4 Institutional, day care facilities | 197.83 | 191.05 | 185.12 | 177.91 | 163.28 | 158.81 | 178.06 | 146.98 | 142.33 |
| M Mercantile | 142.95 | 137.54 | 132.11 | 125.68 | 115.38 | 111.83 | 119.62 | 99.73 | 95.77 |
| R-1 Residential, hotels | 199.70 | 192.92 | 186.99 | 179.78 | 164.90 | 160.43 | 179.93 | 148.60 | 143.96 |
| R-2 Residential, multiple family | 167.27 | 160.49 | 154.56 | 147.35 | 133.71 | 129.23 | 147.50 | 117.40 | 112.76 |
| R-3 Residential, one- and two-family [d] | 155.84 | 151.61 | 147.83 | 144.09 | 138.94 | 135.27 | 141.72 | 130.04 | 122.46 |
| R-4 Residential, care/assisted living facilities | 197.83 | 191.05 | 185.12 | 177.91 | 163.28 | 158.81 | 178.06 | 146.98 | 142.33 |
| S-1 Storage, moderate hazard | 108.99 | 103.58 | 97.35 | 93.22 | 83.14 | 78.87 | 88.99 | 66.89 | 62.56 |
| S-2 Storage, low hazard | 107.99 | 102.58 | 97.35 | 92.22 | 83.14 | 77.87 | 87.99 | 66.89 | 61.56 |
| U Utility, miscellaneous | 84.66 | 79.81 | 74.65 | 71.30 | 64.01 | 59.80 | 68.04 | 50.69 | 48.30 |

a. Private Garages use Utility, miscellaneous
b. For shell only buildings deduct 20 percent
c. N.P. = not permitted
d. Unfinished basements (Group R-3) = $22.45 per sq. ft.

UPPER UWCHLAN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA

Resolution # _____

RESOLUTION DESIGNATING EMERGENCY SERVICE PROVIDERS
FOR UPPER UWCHLAN TOWNSHIP

**WHEREAS**, Upper Uwchlan Township is responsible under the Second Class Township Code for the public safety of the residents of Upper Uwchlan Township; and

**WHEREAS**, the Board of Commissioners of the County of Chester has requested that Upper Uwchlan Township provide a resolution outlining the methods and agencies chosen to fulfill the public safety needs of Upper Uwchlan Township for the efficient administration of the integrated emergency communications system of the Chester County Department of Emergency Services.

**NOW, THEREFORE, BE IT RESOLVED** that the following fire departments will provide fire protection and rescue services: Lionville Fire Department, Ludwig's Corner Fire Department, East Brandywine Fire Department, Glenmoore Fire Department. The above enumerated fire departments have designated primary coverage areas as detailed int eh attached map. All secondary and/or mutual aid responses shall be dispatched using the Automatic Vehicle Location Services.

**FURTHER BE IT RESOLVED** that the Uwchlan Ambulance and Minquas Ambulance will provide Basic and Advanced Life Support Emergency Medical Services with both agencies having designated primary coverage areas. All secondary and/or mutual aid responses shall be dispatched using the Automatic Vehicle Location Services.

**FURTHER BE IT RESOLVED** that the Upper Uwchlan Township Police Department will provide full-time police protection.

**FURTHER BE IT RESOLVED** that Byron Nickerson is designated as Emergency Management Coordinator; and

**FURTHER BE IT RESOLVED** the Upper Uwchlan Township Board of Supervisors has reviewed and revised, if necessary, and adopted the Upper Uwchlan Township Emergency Operations Plan; and has reviewed and adopted the National Incident Management System as a common operating practice.

**AND FURTHER BE IT RESOLVED** that the contact persons between said organizations and the Chester County Department of Emergency Services shall be the Chief Officers of the respective organizations.

**RESOLVED and ENACTED** this 19th day of December, 2022.

UPPER UWCHLAN TOWNSHIP
Board of Supervisors

_____
Sandra M. D'Amico, Chair

_____
Jennifer F. Baxter, Vice-Chair

_____
Andrew P. Durkin, Member

ATTEST:

_____
Gwen A. Jonik, Township Secretary

**UPPER UWCHLAN TOWNSHIP**
CHESTER COUNTY, PENNSYLVANIA

ORDINANCE # _____

**AN ORDINANCE OF UPPER UWCHLAN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA, REPEALING THE UPPER UWCHLAN TOWNSHIP STORMWATER MANAGEMENT ORDINANCE WHICH WAS ADOPTED ON DECEMBER 16, 2013 AS ORDINANCE NO. 2013-05 AND IS CODIFIED IN CHAPTER 152 OF THE UPPER UWCHLAN TOWNSHIP CODE AND ADOPTING IN ITS PLACE THE CHESTER COUNTY WIDE ACT 167 STORMWATER MANAGEMENT ORDINANCE of 2022, AS AMENDED FOR UPPER UWCHLAN TOWNSHIP.**

BE IT ENACTED AND ORDAINED by the Board of Supervisors of Upper Uwchlan Township, as follows:

**SECTION 1.** The Upper Uwchlan Township Stormwater Management Ordinance, a copy of which is attached hereto as Exhibit "A" is hereby enacted.

**SECTION 2. Severability.** The provisions of this Ordinance are severable, and if any article, section, subsection, clause, sentence or part thereof shall be held or declared illegal, invalid or unconstitutional by any court of competent jurisdiction, the decision shall not affect or impair any of the remaining articles, sections, subsections, clauses, sentences or parts thereof of this Ordinance. It is hereby declared to be the intent of the Board of Supervisors that this Ordinance would have been adopted if such illegal, invalid or unconstitutional article, section, subsection, clause, sentence or part thereof had not been included herein.

**SECTION 3. Repealer.** Ordinance No. 2013-05 adopted by the Board of Supervisors of Upper Uwchlan Township on December 16, 2013 is repealed and replaced in its entirety with the Ordinance attached hereto as Exhibit "A".

**SECTION 4. Effective Date.** This Ordinance should be effective five days after adoption.

**ENACTED AND ORDAINED** this _____ day of _____, 2022.

**BOARD OF SUPERVISORS**
**UPPER UWCHLAN TOWNSHIP**

_____
Sandra M. D'Amico, Chair

_____
Jennifer F. Baxter, Vice-Chair

_____
Andrew P. Durkin, Member

Attest:

_____
Gwen A. Jonik, Township Secretary

# EXHIBIT "A"

# UPPER UWCHLAN TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

**ORDINANCE NO._____ OF 2022**

**UPPER UWCHLAN TOWNSHIP, CHESTER COUNTY,**

**PENNSYLVANIA**

**Adopted at a Public Meeting held on**

**_____, 2022__**

# TABLE OF CONTENTS

**PAGE**


ARTICLE I - GENERAL PROVISIONS ..... 5
Section 101. Short Title ..... 5
Section 102. Statement of Findings ..... 5
Section 103. Purpose ..... 6
Section 104. Statutory Authority ..... 8
Section 105. Applicability ..... 8
Section 106. Exemptions and Modified Requirements ..... 9
Section 107. Repealer ..... 15
Section 108. Severability ..... 15
Section 109. Compatibility with Other Ordinances or Legal Requirements ..... 15
Section 110. Financial Security ..... 15
Section 111. Waivers ..... 16
Section 112. Erroneous Permit ..... 16

ARTICLE II - DEFINITIONS ..... 17
Section 201. Interpretation ..... 17
Section 202. Definitions ..... 17

ARTICLE III - STORMWATER MANAGEMENT STANDARDS ..... 29
Section 301. General Requirements ..... 29
Section 302. Permit Requirements by Other Governmental Entities ..... 32
Section 303. Erosion and Sediment Control ..... 33
Section 304. Site Design Process ..... 33
Section 305. Water Quality and Runoff Volume Requirements ..... 35
Section 306. Infiltration Requirements ..... 37
Section 307. Stream Channel Protection Requirements ..... 40
Section 308. Stormwater Peak Rate Control Requirements ..... 41
Section 309. Calculation Methodology ..... 43
Section 310. Other Requirements ..... 45
Section 311. Other Conveyance and System Design Standards ..... 46

ARTICLE IV- STORMWATER MANAGEMENT (SWM) SITE PLAN REQUIREMENTS ..... 52
Section 401. General Requirements ..... 52
Section 402. SWM Site Plan Contents ..... 53
Section 403. SWM Site Plan Submission ..... 60
Section 404. SWM Site Plan Review ..... 61
Section 405. Revision of SWM Site Plans ..... 62
Section 406. Resubmission of Inconsistent or Noncompliant SWM Site Plans ..... 63

**TABLE OF CONTENTS**
**(continued)** **PAGE**

ARTICLE V - PERFORMANCE AND INSPECTION OF REGULATED ACTIVITIES, AND FINAL AS-BUILT PLANS ..... 63
Section 501. Performance and Inspection of Regulated Activities ..... 63
Section 502. Final As-Built Plans ..... 64

ARTICLE VI - FEES AND EXPENSES ..... 65
Section 601. Municipality SWM Site Plan Review and Inspection Fees ..... 65
Section 602. Expenses Covered by Fees ..... 65

ARTICLE VII - OPERATION AND MAINTENANCE (O&M) RESPONSIBILITIES AND EASEMENTS ..... 66
Section 701. General Requirements for Protection, Operation and Maintenance of Stormwater BMPs and Conveyances ..... 66
Section 702. Operation and Maintenance Plans. ..... 68
Section 703. Operation and Maintenance Agreements. ..... 70
Section 704. Easements and Deed Restrictions ..... 71
Section 705. Other Post-construction Responsibilities ..... 75
Section 706. Municipal Stormwater Control and BMP Operation and Maintenance Fund and Inspection and BMP Operations and Maintenance Requirements ..... 75

ARTICLE VIII - PROHIBITIONS. ..... 77
Section 801. Prohibited Discharges ..... 77
Section 802. Prohibited Connections ..... 78
Section 803. Roof Drains and Sump Pumps ..... 78
Section 804. Alteration of BMPs ..... 79

ARTICLE IX - ENFORCEMENT AND PENALTIES. ..... 79
Section 901. Public Nuisance ..... 79
Section 902. Right of Entry ..... 79
Section 903. Enforcement ..... 80
Section 904. Suspension and Revocation of Permits and Approvals ..... 81
Section 905. Penalties ..... 82
Section 906. Appeals ..... 82
Section 907. Effective Date ..... 83

## TABLE OF CONTENTS
## (continued)

APPENDICES

Appendix A. Simplified Approach to Stormwater Management For Small Projects
Appendix B. Conservation Design And Low Impact Development Site Design
Appendix C. Runoff Coefficients and Curve Numbers
Appendix D. West Nile Virus Design Guidance
Appendix E. "*Stormwater Best Management Practices and Conveyances Operation and Maintenance Agreement*" - Sample Agreement

# ARTICLE I – GENERAL PROVISIONS

## Section 101. Short Title

This Ordinance shall be known as the Upper Uwchlan Township's Stormwater Management Ordinance."

## Section 102. Statement of Findings

The Governing Body of the Municipality finds that:

A. Inadequate management of accelerated stormwater runoff resulting from land disturbance and development throughout a watershed increases flooding, flows and velocities, contributes to erosion and sedimentation, overtaxes the capacity of streams and storm sewers, greatly increases the cost of public facilities to convey and manage stormwater, undermines floodplain management and flood reduction efforts in upstream and downstream communities, reduces infiltration and groundwater recharge, increases nonpoint source pollution to waterways, and threatens public health and safety.

B. Inadequate planning and management of stormwater runoff resulting from land disturbance and development throughout a watershed can harm surface water resources by changing the natural hydrologic patterns, accelerating stream flows (which increase scour and erosion of stream beds and stream banks, thereby elevating sedimentation), destroying aquatic habitat, and elevating aquatic pollutant concentrations and loadings such as sediments, nutrients, heavy metals, and pathogens. Groundwater resources are also impacted through loss of recharge.

C. A comprehensive program of stormwater management, including minimization of impacts of New Development, Redevelopment, and other Earth Disturbance Activities causing accelerated runoff and erosion and loss of natural infiltration, is fundamental to the public health, safety, and general welfare of the people of the Municipality and all of the people of the Commonwealth, their resources, and the environment.

D. Stormwater is an important water resource that provides infiltration and groundwater recharge for water supplies and baseflow of streams, which also protects and maintains surface water quality.

E. Impacts from stormwater runoff can be minimized by reducing the volume of stormwater generated and by using project designs that maintain the natural hydrologic regime and sustain high water quality, infiltration, stream baseflow, and aquatic ecosystems. Cost-effective and environmentally sensitive stormwater management can be achieved through the use of nonstructural Site design techniques that minimize Impervious Surfaces, reduce disturbance of land and natural resources, avoid sensitive areas (i.e., riparian buffers, floodplains, steep slopes, wetlands, etc.), and consider topography and soils to maintain the natural hydrologic regime.

F. Public education on the control of pollution from stormwater is an essential component in successfully addressing stormwater.

G. Federal and State regulations require the Municipality to implement a program of stormwater controls. The Municipality is required to obtain a permit and comply with its provisions for stormwater discharges from its Separate Storm Sewer System under the National Pollutant Discharge Elimination System (NPDES).

H. Non-stormwater discharges to municipal or other storm sewer systems can contribute to pollution of the Waters of the Commonwealth.

I. The use of green infrastructure, low impact development (LID), and Conservation Design (CD) are intended to address the root cause of water quality impairment by using systems and practices which use or mimic natural processes to: 1) infiltrate and recharge, 2) evapotranspire, and/or 3) harvest and use precipitation near where it falls to earth. Green infrastructure practices, LID, and CD contribute to the restoration or maintenance of pre-development hydrology.

**Section 103. Purpose**

The purpose of this Ordinance is to protect public health, safety and general welfare, property and water quality by implementing drainage and stormwater management practices, criteria, and provisions included herein for land development, construction and Earth Disturbance Activities, to achieve the following throughout the Municipality:

A. Reduce the frequency and magnitude of flooding and stormwater impacts affecting people, property, infrastructure and public services.

B. Sustain or improve the natural hydrologic characteristics and water quality of groundwater and surface waters.

C. Protect natural resources, including riparian and aquatic living resources and habitats.

D. Maintain the natural hydrologic regime of Land Development Sites and their receiving watersheds.

E. Minimize land disturbance and protect and incorporate natural hydrologic features, drainage patterns, infiltration, and flow conditions within land development Site designs.

F. Reduce and minimize the volume of stormwater generated, and manage and release stormwater as close to the source of runoff as possible.

G. Provide infiltration and maintain natural groundwater recharge to protect groundwater supplies and stream baseflows, prevent degradation of surface water and groundwater quality, and to otherwise protect water resources.

H. Reduce stormwater pollutant loads to protect and improve the chemical, physical, and biological quality of ground and surface waters.

I. Reduce scour, erosion and sedimentation of stream channels.

J. Reduce flooding impacts and preserve and restore the natural flood-carrying capacity of streams and their floodplains.

K. Protect adjacent and downgradient lands from adverse impacts of direct stormwater discharges.

L. Minimize Impervious Surfaces and connected Impervious Surfaces to promote infiltration and reduce the volume and impacts of stormwater runoff.

M. Provide proper long-term operation and maintenance of all permanent stormwater management facilities, BMPs and Conveyances that are implemented within the Municipality.

N. Reduce the impacts of runoff from existing developed land undergoing Redevelopment while encouraging New Development and Redevelopment in urban areas and areas designated for growth.

O. Implement an illicit discharge detection and elimination program that addresses non-stormwater discharges.

P. Provide stormwater management performance standards and design criteria on watershed basis.

Q. Provide standards to meet certain NPDES stormwater permit requirements.

R. Meet legal water quality requirements under State law, including regulations at 25 PA Code Chapter 93, to protect, maintain, reclaim and restore the existing and designated uses of the Waters of the Commonwealth.

S. Implement the requirements of Total Maximum Daily Load (TMDLs) where applicable to waters within or impacted by the Municipality.

T. Provide review procedures and performance standards for stormwater planning and management.

U. Fulfill the purpose and requirements of PA Act 167 (PA Act 167, Section 3):

> *"(1) Encourage planning and management of storm water runoff in each watershed which is consistent with sound water and land use practices.*

*(2) Authorize a comprehensive program of stormwater management designated to preserve and restore the flood carrying capacity of Commonwealth streams; to preserve to the maximum extent practicable natural storm water runoff regimes and natural course, current and cross-section of water of the Commonwealth; and to protect and conserve ground waters and ground-water recharge areas.*

*(3) Encourage local administration and management of storm water consistent with the Commonwealth's duty as trustee of natural resources and the people's constitutional right to the preservation of natural, economic, scenic, aesthetic, recreational and historic values of the environment."*

**Section 104. Statutory Authority**

The Municipality is empowered or required to regulate land use activities that affect runoff and surface and groundwater quality and quantity by the authority of:

A. Act of October 4, 1978, P.L. 864 (Act 167) 32 P.S., Section 680.1 et seq., as amended, the "Storm Water Management Act" (hereinafter referred to as "the Act");

B. Second Class Township Code, 53 P.S. Sections 65101, et seq.; and

C. Act of July 31, 1968, P.L. 805, No. 247, 53 P.S. Section 10101, et seq., as amended, the Pennsylvania Municipalities Planning Code, Act 247 hereinafter referred to as the "MPC").

**Section 105. Applicability**

A. The following activities are regulated by this Ordinance:

1. All Regulated Activities as defined in this Ordinance including, but not limited to, New Development, Redevelopment, and Earth Disturbance Activities that are located within the Municipality shall be subject to regulation by this Ordinance.

2. When a building and/or grading permit is required for any Regulated Activity on an existing parcel or approved lot created by a subdivision and/or improved as a land development project, issuance of the permit shall be conditioned upon adherence to the terms of this Ordinance.

3. This Ordinance contains the stormwater management performance standards and design criteria that are necessary from a watershed-based perspective. The Municipality's stormwater management Conveyance and system design criteria (e.g., inlet spacing, inlet type, collection system design and details, outlet structure design, etc.) shall continue to be regulated by the applicable municipal ordinance(s) and applicable State regulations, or as included in Section 311 of this Ordinance.

4. When a prohibited discharge (i.e., such as non-stormwater discharges, connections or alterations to any stormwater management facilities, BMPs and/or conveyances, etc.) is

discovered in any location in the Township, Article VIII Prohibitions and Article IX Enforcement and Penalties of this Ordinance shall apply.

B. Duty of Persons Engaged in a Regulated Activity

Notwithstanding any provision(s) of this Ordinance, including exemptions, any Landowner or any person engaged in a Regulated Activity, including but not limited to the alteration or development of land, which may affect stormwater runoff characteristics, shall implement such measures as are reasonably necessary to prevent injury to health, safety, or other property. Such measures also shall include actions as are required to manage the rate, volume, direction, and quality of resulting stormwater runoff in a manner which otherwise adequately protects health, property, and water quality of Waters of the Commonwealth.

C. Phased and Incremental Project Requirements

1. Any Regulated Activity (including but not limited to New Development, Redevelopment, or Earth Disturbance) that is to take place incrementally or in phases, or occurs in sequential projects on the same parcel or property, shall be subject to regulation by this Ordinance if the Regulated Impervious Surface or Earth Disturbance exceeds the corresponding threshold for exemption (as presented in Table 106.1 "Thresholds for Regulated Activities that are Exempt from the Provisions of this Ordinance as Listed Below").

2. December 23, 2013, which is the effective date of Ordinance No. 2013-05, shall be the starting point from which to consider tracts as parent tracts relative to future subdivisions, and from which Impervious Surface and Earth Disturbance computations shall be cumulatively considered.

   For example:

   If, after December 23, 2013, an Applicant proposes construction of a six hundred (600) square foot garage, that project would be exempt from the requirements of this Ordinance as noted in Table 106.1. If, at a later date, an Applicant proposes to construct a nine hundred (900) square foot room addition on the same property, the Applicant would then be required to implement the stormwater management and plan submission requirements of this Ordinance for the cumulative total of one thousand five hundred (1,500) square feet of additional Impervious Surface added to the property since December 23, 2013.

**Section 106. Exemptions and Modified Requirements**

A. Requirements for Exempt Activities

1. An exemption from any requirement of this Ordinance shall not relieve the Applicant from implementing all other applicable requirements of this Ordinance or from

implementing such measures as are necessary to protect public health, safety, and welfare, property and water quality.

2. An exemption shall not relieve the Applicant from complying with the requirements for State-designated special protection waters designated by PADEP as high quality (HQ) or exceptional value (EV) waters, or any other current or future State or municipal water quality protection requirements.

3. An exemption under this Ordinance shall not relieve the Applicant from complying with all other applicable municipal ordinances or regulations.

B. General Exemptions

Regulated Activities that:

1. Involve less than one thousand (1,000) square feet of Regulated Impervious Surfaces AND less than five thousand (5,000) square feet of Earth Disturbance; or

2. Are listed in Subsection 106.C,

are exempt from those (and only those) requirements of this Ordinance that are included in the sections and articles listed in Table 106.1. Exemptions are for the items noted in Table 106.1 only, and shall not relieve the Landowner from other applicable requirements of this Ordinance. Exemption shall not relieve the Applicant from implementing such measures as are necessary to protect health, safety, and welfare, property, and water quality.

**TABLE 106.1**
**Thresholds for Regulated Activities that are Exempt from the Provisions of this Ordinance as Listed Below (see Notes below)**

| Ordinance Article/Section | Activities Listed in Subsection 106.C. | < 1,000 sq. ft. of Regulated Impervious Surfaces AND < 5,000 sq. ft. of Proposed Earth Disturbance | ≥ 1,000 sq. ft. of Regulated Impervious Surfaces OR ≥ 5,000 sq. ft. of Proposed Earth Disturbance |
|---|---|---|---|
| Article I | Not Exempt | Not Exempt | Not Exempt |
| Article II | Not Exempt | Not Exempt | Not Exempt |
| Sections 302, and 303, 311 | Not Exempt | Not Exempt | Not Exempt |
| Sections 301, 304, 305, 306, 307, 308, 309, and 310 | Exempt | Exempt | Not Exempt |

| | | | |
|---|---|---|---|
| Article IV | Exempt | Exempt | Not Exempt |
| Article V | Exempt | Exempt | Not Exempt |
| Article VI | Exempt | Exempt | Not Exempt |
| Article VII | Exempt | Exempt | Not Exempt |
| Article VIII | Not Exempt | Not Exempt | Not Exempt |
| Article IX | Not Exempt | Not Exempt | Not Exempt |
| Other Erosion, Sediment and Pollution Control Requirements | Must comply with Title 25, Chapter 102 of the PA Code and other applicable State and municipal codes, including the Clean Streams Law. | | |

**Table 106.1 Notes**:

- Specific activities listed in Subsection 106.C are exempt from the indicated requirements, regardless of size.
- A proposed Regulated Activity must be less than BOTH the Regulated Impervious Surfaces and proposed Earth Disturbance thresholds to be eligible for exemption from the requirements listed in this table.
- "Regulated Impervious Surface" - as defined in this Ordinance.
- "Exempt" – Regulated Activities are exempt from the requirements of listed section(s) only; all other provisions of this Ordinance apply. These exemptions have no bearing on other municipal regulations or ordinances.

C. Exemptions for Specific Activities

The following specific Regulated Activities are exempt from the requirements of Sections 301, 304, 305, 306, 307, 308, 309, and 310, and Article IV, Article V, Article VI and Article VII) of this Ordinance (as shown in Table 106.1), unless otherwise noted below. All other conveyance and system design standards established by the Municipality in other codes or ordinances shall be required, and all other provisions of this Ordinance shall apply.

1. Emergency Exemption - Emergency maintenance work performed for the protection of public health, safety and welfare. This exemption is limited to repair of the existing Stormwater Management Facility; upgrades, additions or other improvements are not exempt. A written description of the scope and extent of any emergency work performed shall be submitted to the Municipality within two (2) calendar days of the commencement of the activity. A detailed plan shall be submitted no later than thirty (30) days following commencement of the activity. If the Municipality finds that the work is not an emergency, then the work shall cease immediately and the requirements of this Ordinance shall be addressed as applicable.

2. Maintenance - Any maintenance to an existing Stormwater Management Facility, BMP or Conveyance made in accordance with plans and specifications approved by the Municipality.

3. Existing Landscaping - Use of land for maintenance, replacement or enhancement of existing landscaping.

4. Gardening - Use of land for gardening for home consumption.

5. Agricultural Related Activities –

    a. Agricultural Activities (as defined in Article II), when performed in accordance with the requirements of 25 PA Code Chapter 102.

    b. Conservation Practices (as defined in Article II) that do not involve construction of any new or expanded Impervious Surfaces.

    c. High Tunnel if:
        i. The High Tunnel or its flooring does not result in an impervious surface exceeding 25% of all structures located on the Landowner's total contiguous land area; and

        ii. The High Tunnel meets one of the following:

            1. The High Tunnel is located at least 100 feet from any perennial stream or watercourse, public road, or neighboring property line.

2. The High Tunnel is located at least 35 feet from any perennial stream or watercourse, public road or neighboring property line and located on land with a slope not greater than 7%.

3. The High Tunnel is supported with a buffer or diversion system that does not directly drain into a stream or other watercourse by managing stormwater runoff in a manner consistent with the requirements of Pennsylvania Act 167.

6. Forest Management - Forest management operations, which are consistent with a sound forest management plan as filed with the Municipality and which comply with the Pennsylvania Department of Environmental Protection's management practices contained in its publication "Soil Erosion and Sedimentation Control Guidelines for Forestry" (as amended or replaced by subsequent guidance). Such operations are required to have an Erosion and Sedimentation Control Plan, which meets the requirements of 25 PA Code Chapter 102 and meets the erosion and sediment control standards of Section 303 of this Ordinance.

7. Maintenance of Existing Gravel and Paved Surfaces - Replacement of existing gravel and paved surfaces shall meet the erosion and sediment control requirements of 25 PA Code Chapter 102 and Section 303 of this Ordinance, and is exempt from all other requirements of this Ordinance listed in Subsection 106.C above. Resurfacing of existing gravel and paved surfaces is exempt from the requirements of this Ordinance listed above. Paving of existing gravel surfaces is exempt from the requirements of this Ordinance listed above. Construction of new or additional Impervious Surfaces shall comply with all requirements of this Ordinance as indicated in Table 106.1.

8. Municipal Roadway Shoulder Improvements - Shoulder improvements conducted within the existing roadway cross-section of municipal owned roadways, unless an NPDES permit is required, in which case the proposed work must comply with all requirements of this Ordinance.

9. In-Place Replacement of Residential Dwelling Unit - The replacement in the exact footprint of an existing one- or two-family dwelling unit.

10. In-Place Replacement, Repair, or Maintenance of Residential Impervious Surfaces - The replacement of existing residential patios, decks, driveways, pools, garages, and/or sidewalks that are accessory to an existing one- or two-family dwelling unit in the exact footprint of the existing Impervious Surface.

D. Modified Requirements for Small Projects

Regulated Activities that involve 1,000 to 2,000 square feet of Regulated Impervious Surfaces and 2,000 to 5,000 square feet of proposed Earth Disturbance may apply the modified requirements presented in the "Simplified Approach to Stormwater Management for Small Projects" (Simplified Approach) (Appendix A) to comply with the requirements of

Sections 301, 304, 305, 306, 307, 308, 309, and 310, and Article IV, Article V, Article VI and Article VII of this Ordinance (as shown in Table 106.2). The Applicant shall first contact the Municipal Engineer: to confirm that the proposed project is eligible for use of the Simplified Approach and is not otherwise exempt from these Ordinance provisions; to determine what components of the proposed project are to be considered as Impervious Surfaces; and to determine if other known Site or local conditions exist that may preclude the use of any techniques included in the Simplified Approach. Appendix A includes instructions and procedures for preparation, submittal, review and approval of documents required when using the Simplified Approach and shall be adhered to by the Applicant. Infiltration testing for projects using the Simplified Approach is recommended but is not required by this Ordinance. All other provisions of this Ordinance shall apply.

**Thresholds for Regulated Activities that are Eligible for Modified Requirements for the Provisions of this Ordinance that are Listed Below**

| **Ordinance Article/Section** | **Activities Listed in Subsection 106. D** |
|---|---|
| Article I | All Provisions Apply |
| Article II | All Provisions Apply |
| Sections 302, and 303, 311 | All Provisions Apply |
| Sections 301, 304, 305, 306, 307, 308, 309, and 310 | Exempt if Modified Requirements of **Subsection 106.D** are Applied |
| Article IV | Exempt if Modified Requirements of **Subsection 106.D** are Applied |
| Article V | Exempt if Modified Requirements of **Subsection 106.D** are Applied |
| Article VI | Exempt if Modified Requirements of **Subsection) 106.D** are Applied |
| Article VII | Exempt if Modified Requirements of **Subsection 106.D** are Applied |
| Article VIII | All Provisions Apply |
| Article IX | All Provisions Apply |
| Other Erosion, Sediment and Pollution Control Requirements | Must comply with Title 25, Chapter 102 of the PA Code and other applicable State and municipal codes, including the Clean Streams Law. |

**Table 106.2 Note:**

Modified Requirements – Regulated Activities listed within the Subsections of this Ordinance noted in Table 106.2 are eligible for exemption only from the indicated sections and subsections of this Ordinance and only if the modified requirements of Subsection 106.D are met to the satisfaction of the Township; all other provisions of this Ordinance apply.

**Section 107. Repealer**

Any ordinance or ordinance provision of the Municipality inconsistent with any of the provisions of this Ordinance are hereby repealed to the extent of the inconsistency only.

**Section 108. Severability**

If any sentence, clause, section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance. It is hereby declared the intent of the Governing Body of the Municipality that this Ordinance would have been adopted had such unconstitutional, illegal or invalid provision, sentence, clause, section or part thereof not been included herein.

**Section 109. Compatibility with Other Ordinances or Legal Requirements**

A. Approvals issued and actions taken pursuant to this Ordinance do not relieve the Applicant of the responsibility to secure and comply with other required permits or approvals for activities regulated by any other applicable code, rule, act, law, regulation, or ordinance.

B. To the extent that this Ordinance imposes more rigorous or stringent requirements for stormwater management than any other code, rule, act, law, regulation or ordinance, the specific requirements contained in this Ordinance shall take precedence.

C. Nothing in this Ordinance shall be construed to affect any of the Municipality's requirements regarding stormwater matters that do not conflict with the provisions of this Ordinance, such as local stormwater management design criteria (e.g., inlet spacing, inlet type, collection system design and details, outlet structure design, etc.). The requirements of this Ordinance shall supersede any conflicting requirements in other municipal ordinances or regulations.

**Section 110. Financial Security**

For all activities requiring submittal of a Stormwater Management (SWM) Site Plan that involve subdivision or land development, the Applicant shall post financial security to the Municipality for the timely installation and proper construction of all stormwater management facilities as required by the approved SWM Site Plan and this Ordinance, and such financial security shall:

A. Be equal to or greater than the full construction cost of the required facilities except to the extent that financial security for the cost of any of such improvements is required to be and is

posted with the Pennsylvania Department of Transportation in connection with a highway occupancy permit application;

AND

B. Be determined, collected, applied and enforced in accordance with Sections 509-511 of the MPC and the provisions of the Municipality's Subdivision and Land Development Ordinance (SALDO).

**Section 111. Waivers**

A. General
The requirements of this Ordinance are essential and shall be strictly adhered to. For any Regulated Activity where, after a close evaluation of alternative Site designs, it proves to be impracticable to meet any one or more of the mandatory minimum standards of this Ordinance on the Site, the Municipality may approve measures other than those in this Ordinance, subject to Subsections 111.B and 111.C.

B. The Governing Body shall have the authority to waive or modify the requirements of one or more provisions of this Ordinance if the literal enforcement will exact undue hardship because of peculiar conditions pertaining to the land in question, provided that such modification will not be contrary to the public interest and that the purpose and intent of the Ordinance is observed. Cost or financial burden shall not be considered a hardship. Modification may also be considered if an alternative standard or approach can be demonstrated to provide equal or better achievement of the results intended by the Ordinance. A request for modification shall be in writing and accompany the SWM Site Plan submission. The request shall state in full the grounds and facts on which the request is based, the provision or provisions of the Ordinance involved and the minimum modification necessary.

C. PADEP Approval Required
No waiver or modification of any regulated stormwater activity involving Earth Disturbance greater than or equal to one (1) acre may be granted by the Municipality unless that action is approved in advance by PADEP or the Chester County Conservation District.

**Section 112. Erroneous Permit**

Any permit or authorization issued or approved based on false, misleading or erroneous information provided by an Applicant is void without the necessity of any proceedings for revocation. Any work undertaken or use established pursuant to such permit or other authorization is unlawful. No action may be taken by a board, agency, or employee of the Municipality purporting to validate such a violation.

# ARTICLE II – DEFINITIONS

## Section 201. Interpretation

For the purposes of this Ordinance, certain terms and words used herein shall be interpreted as follows:

A. Words used in the present tense include the future tense; the singular number includes the plural, and the plural number includes the singular; words of masculine gender include feminine gender; and words of feminine gender include masculine gender.

B. The word "includes" or "including" shall not limit the term to the specific example, but is intended to extend its meaning to all other instances of like kind and character.

C. The word "person" includes an individual, partnership, public or private association or corporation, firm, trust, estate, municipality, governmental unit, public utility or any other legal entity whatsoever which is recognized by law as the subject of rights and duties. Whenever used in any section prescribing or imposing a penalty, the term "person" shall include the members of a partnership, the officers, members, servants and agents of an association, officers, agents and servants of a corporation, and the officers of a municipality.

D. The words "shall" and "must" are mandatory; the words "may" and "should" are permissive.

E. The words "used" or "occupied" include the words "intended, designed, maintained, or arranged to be used, occupied, or maintained."

F. The definitions in this Ordinance are for the purposes of enforcing the provisions of this Ordinance and have no bearing on other municipal regulations or ordinances.

## Section 202. Definitions

**Agricultural Activity** – Activities associated with agriculture such as agricultural cultivation, agricultural operation, and animal heavy use areas. This includes the work of producing crops including tillage, plowing, disking, harrowing, planting or harvesting crops; or pasturing and raising of livestock; and installation of conservation measures. Construction of new buildings or impervious area is not considered an Agricultural Activity.

**Applicant** – A Landowner, developer, or other person who has filed an application to the Municipality for approval to engage in any Regulated Activity as defined in this Ordinance.

**As-Built Plans (Drawings)** – Engineering or Site plans or drawings that document the actual locations, dimensions and elevations of the improvements, and building components, and changes made to the original design plans. The final version of these documents, or a copy of same, are signed and sealed by a qualified Licensed Professional and submitted to the

Municipality at the completion of the project, as per the requirements of Section 502 of this Ordinance as "final As-Built Plans".

**Bankfull** – The channel at the top-of-bank or point from where water begins to overflow onto a floodplain.

**Baseflow** – Portion of stream discharge derived from groundwater; the sustained discharge that does not result from direct runoff or from water diversions, reservoir releases, piped discharges, or other human activities.

**BMP (Best Management Practice)** – Activities, facilities, designs, measures, or procedures used to manage stormwater impacts from Regulated Activities, to provide water quality treatment, infiltration, volume reduction, and/or peak rate control, to promote groundwater recharge, and to otherwise meet the purposes of this Ordinance. Stormwater BMPs are commonly grouped into one (1) of two (2) broad categories or measures: "structural" or "nonstructural." In this Ordinance, nonstructural BMPs or measures include certain low impact development and conservation design practices used to minimize the contact of pollutants with stormwater runoff. These practices aim to limit the total volume of stormwater runoff and manage stormwater at its source by techniques such as protecting natural systems and incorporating existing landscape features. Nonstructural BMPs include, but are not limited to, the protection of sensitive and special value features such as wetlands and riparian areas, the preservation of open space while clustering and concentrating development, the reduction of impervious cover, and the disconnection of rooftops from storm sewers. Structural BMPs are those that consist of a physical system that is designed and engineered to capture and treat stormwater runoff. Structural BMPs include, but are not limited to, a wide variety of practices and devices from large-scale retention ponds and constructed wetlands to small-scale underground treatment systems, infiltration facilities, filter strips, bioretention, wet ponds, permeable paving, grassed swales, riparian buffer, sand filters, detention basins, and manufactured devices. Structural and nonstructural stormwater BMPs are permanent appurtenances to the Site. [See also Stormwater Management Facility and Stormwater Control Measure (SCM)].

**Buffer** – See Riparian Buffer.

**Carbonate Geology (or carbonate rock formations)** – See Karst.

**CFS** – Cubic Feet per Second.

**Channel** – A natural or artificial open drainage feature that conveys, continuously or periodically, flowing water and through which stormwater flows. Channels include, but shall not be limited to, natural and man-made drainageways, swales, streams, ditches, canals, and pipes flowing partly full.

**CN** – Curve number.

**Commonwealth** – Commonwealth of Pennsylvania.

**Conservation Design** - A series of holistic land development design goals that maximize protection of key land and environmental resources, preserve significant concentrations of open space and greenways, evaluate, and maintain site hydrology, and ensure flexibility in development design to meet community needs for complimentary and aesthetically pleasing development. Conservation design encompasses the following objectives: conservation/enhancement of natural resources, wildlife habitat, biodiversity corridors, and greenways (interconnected open space); minimization of environmental impact resulting from a change in land use (minimum disturbance, minimum maintenance); maintenance of a balanced water budget by making use of site characteristics and infiltration; incorporation of unique natural, scenic and historic site features into the configuration of the development; preservation of the integral characteristics of the site as viewed from adjoining roads; and reduction in maintenance required for stormwater management practices. Such objectives can be met on a site through an integrated development process that respects natural site conditions and attempts, to the maximum extent possible, to replicate or improve the natural hydrology of a site.

**Conservation District** – The Chester County Conservation District.

**Conservation Plan** – A plan written by a planner certified by NRCS that identifies Conservation Practices and includes site specific BMPs for agricultural plowing or tilling activities and animal heavy use areas.

**Conservation Practices** – Practices installed on agricultural lands to improve farmland, soil and/or water quality which have been identified in a current Conservation Plan.

**Conveyance** – A natural or manmade, existing or proposed Stormwater Management Facility, feature or channel used for the transportation or transmission of stormwater from one place to another. For the purposes of this Ordinance, Conveyance shall include pipes, drainage ditches, channels and swales (vegetated and other), gutters, stream channels, and like facilities or features.

**Design Storm** – The magnitude and temporal distribution of precipitation from a storm event measured in probability of occurrence (e.g., a five (5)-year storm) and duration (e.g., twenty-four (24) hours), used in the design and evaluation of stormwater management systems. Also see Return Period.

**Detention (**or **To Detain)** – Capture and temporary storage of runoff in a Stormwater Management Facility for release at a controlled rate.

**Detention Basin** – An impoundment designed to collect and retard stormwater runoff by temporarily storing the runoff and releasing it at a predetermined rate. Detention basins are designed to drain completely shortly after any given rainfall event.

**Detention Volume** - The volume of runoff that is captured and released into the Waters of the Commonwealth at a controlled rate.

**Developer** – A person, company, or organization who seeks to undertake any Regulated Activities at a Site in the Municipality.

**Diameter at Breast Height** (DBH) – The outside bark diameter of a tree at breast height which is defined as four and one half (4.5) feet (one and thirty-seven one-hundredths of a meter (1.37 m)) above the forest floor on the uphill side of the tree.

**Disturbed Area** – Land area disturbed by or where an Earth Disturbance Activity is occurring or has occurred.

**Drainage Area** - That land area contributing runoff to a single point (including but not limited to the point/line of interest used for hydrologic and hydraulic calculations) and that is enclosed by a natural or man-made ridge line.

**Earth Disturbance (or Earth Disturbance Activity)** – A construction or other human activity which disturbs the surface of the land, including, but not limited to, clearing and grubbing; grading; excavations; embankments; road maintenance; land development; building construction; and the moving, depositing, stockpiling, or storing of soil, rock, or earth materials.

**Easement** – A right of use granted by a Landowner to allow a grantee the use of the designated portion of land for a specified purpose, such as for stormwater management or other drainage purposes.

**Erosion** – The process by which the surface of the land, including water/stream channels, is worn away by water, wind, or chemical action.

**Erosion and Sediment (E&S) Control Plan** – A plan required by the Conservation District or the Municipality to minimize accelerated erosion and sedimentation, and that must be prepared and approved per the applicable requirements.

**Evapotranspiration (ET) –** The combined processes of evaporation from the water or soil surface and transpiration of water by plants.

**FEMA** – Federal Emergency Management Agency.

**Flood** – A temporary condition of partial or complete inundation of land areas from the overflow of streams, rivers, and other waters of this Commonwealth.

**Floodplain** - Any land area susceptible to inundation by water from any natural source or delineated by applicable FEMA maps and studies as being a Special Flood Hazard Area.

**Floodway** - The channel of the watercourse and those portions of the adjoining floodplains that are reasonably required to carry and discharge the one hundred (100)-year flood (also called the base flood or one percent (1%) annual chance flood. Unless otherwise specified, the boundary of the floodway is as indicated on maps and flood insurance studies provided by FEMA. In an area where no FEMA maps or studies have defined the boundary of the floodway, it is assumed,

absent evidence to the contrary, that the floodway extends from the centerline of the stream and to fifty (50) feet beyond the top of the bank of the stream on both sides.

**Forest Management/Timber Operations** – Planning and activities necessary for the management of forest lands. These include timber inventory, preparation of forest management plans, silvicultural treatment, cutting budgets, logging road design and construction, timber harvesting, Site preparation, and reforestation.

**Freeboard** – A vertical distance between the design high-water elevation and the elevation of the top of a dam, levee, tank, basin, swale, or diversion berm. The space is required as a safety margin in a pond or basin.

**Geotextile** – A fabric manufactured from synthetic fiber that is used to achieve specific objectives, including infiltration, separation between different types of media (i.e., between soil and stone), or filtration.

**Governing Body** – The Board of Supervisors of Upper Uwchlan Township.

**Grade/Grading** – 1. (noun) A slope, usually of a road, channel, or natural ground, specified in percent and shown on plans as specified herein. 2. (verb) To finish the surface of a roadbed, the top of an embankment, or the bottom of an excavation.

**Green Infrastructure** – Systems and practices that use or mimic natural processes to infiltrate, evapotranspire, or reuse stormwater on the site where it is generated.

**Groundwater –** Water that occurs in the subsurface and fills or saturates the porous openings, fractures and fissures of under-ground soils and rock units.

**Groundwater Recharge** – The replenishment of existing natural groundwater supplies from infiltration of rain or overland flow.

**HEC-1** – The U.S. Army Corps of Engineers, Hydrologic Engineering Center (HEC) hydrologic runoff model.

**HEC-HMS** – The U.S. Army Corps of Engineers, Hydrologic Engineering Center (HEC) - Hydrologic Modeling System (HMS).

**High Tunnel** – A structure which meets the following:

1. is used for the production, processing, keeping, storing, sale or shelter of an agricultural commodity as defined in section 2 of the Act of December 19, 1974 (P.L. 973, No. 319), known as the "Pennsylvania Farmland and Forest Land Assessment Act of 1974," or for the storage of agricultural equipment or supplies; and

2. is constructed with all the following:
   a. has a metal, wood, or plastic frame;

b. when covered, has a plastic, woven textile, or other flexible covering; and
c. has a floor made of soil, crushed stone, matting, pavers, or a floating concrete slab.

**Hotspots** – Areas where prior or existing land use or activities can potentially generate highly contaminated runoff with concentrations of pollutants in excess of those typically found in stormwater.

**Hydrologic Regime** – The hydrologic system, cycle or balance that sustains the quality and quantity of stormwater, stream baseflow, storage, and groundwater supplies under natural conditions.

**Hydrologic Soil Group (HSG)** – A classification of soils by the Natural Resources Conservation Service (NRCS), into four (4) runoff potential groups. The groups range from A soils, which are very permeable and produce little runoff, to D soils, which are not very permeable and produce much more runoff.

**Impervious Surface** - A surface that has been compacted or covered with a layer of material so that it prevents or is resistant to infiltration of water, including but not limited to: structures such as roofs, buildings, storage sheds; other solid, paved or concrete areas such as streets, driveways, sidewalks, parking lots, patios, , tennis or other paved courts; or athletic playfields comprised of synthetic turf materials. For the purposes of determining compliance with this Ordinance, compacted soils or stone surfaces used for vehicle parking and movement shall be considered impervious. Uncompacted gravel areas with no vehicular traffic, such as gardens, walkways, or patios areas, shall be considered pervious per review by the Municipal Engineer. Surfaces that were designed to allow infiltration (i.e. pavers and areas of porous pavement) are not to be considered impervious surface if designed to function as a BMP per review by the Municipality Additionally, for the purposes of determining compliance with this Ordinance, the total horizontal projection area of all ground-mounted and free-standing solar collectors, including solar photovoltaic cells, panels, and arrays, shall be considered pervious so long as the designs note that natural vegetative cover will be preserved and/or restored underneath the solar photovoltaic cells, panels, and arrays, and the area disturbed is planned as a vegetated pervious surface.

**Infiltration** – Movement of surface water into the soil, where it is absorbed by plant roots, evaporated into the atmosphere, or percolated downward to recharge groundwater.

**Infiltration Facility** – A stormwater BMP designed to collect and discharge runoff into the subsurface in a manner that allows infiltration into underlying soils and groundwater (e.g., French drains, seepage pits, or seepage trenches, etc.).

**Intermittent Stream** – A defined channel in which surface water is absent during a portion of the year, in response to seasonal variations in precipitation or groundwater discharge.

**Invert** – The lowest surface, the floor or bottom of a culvert, pipe, drain, sewer, channel, basin, BMP, or orifice.

**Karst** – A type of topography that is formed over limestone or other carbonate rock formations by dissolving or solution of the rock by water, and that is characterized by closed depressions, sinkholes, caves, a subsurface network of solution conduits and fissures through which groundwater moves, and no perennial surface drainage features.

**Land Development** – Any of the following activities:

A. The improvement of one (1) lot or two (2) or more contiguous lots, tracts, or parcels of land for any purpose involving:
   1. A group of two (2) 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, or
   2. The division or allocation of land or space, whether initially or cumulatively, between or among two (2) 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. Development in accordance with Section 503(1.1) of the Pennsylvania Municipalities Planning Code (as amended).

**Landowner** – The legal or beneficial owner or owners of land including the holder of an option or contract to purchase (whether or not such option or contract is subject to any condition), a lessee if they are authorized under the lease to exercise the rights of the Landowner, or other person having a proprietary interest in the land.

**Licensed Professional** – A Pennsylvania Registered Professional Engineer, Registered Landscape Architect, Registered Professional Land Surveyor, or Registered Professional Geologist, or any person licensed by the Pennsylvania Department of State and qualified by law to perform the work required by the Ordinance within the Commonwealth of Pennsylvania.

**Limiting Zone** – A soil horizon or condition in the soil profile or underlying strata that includes one of the following:

A. A seasonal high-water table, whether perched or regional, determined by direct observation of the water table or indicated by other subsurface or soil conditions.
B. A rock with open joints, fracture or solution channels, or masses of loose rock fragments, including gravel, with insufficient fine soil to fill the voids between the fragments.
C. A rock formation, other stratum, or soil condition that is so slowly permeable that it effectively limits downward passage of water.

**Low Impact Development (LID) -** Site design approaches and small-scale stormwater management practices that promote the use of natural systems for infiltration, evapotranspiration, and reuse of rainwater. LID can be applied to new development, urban retrofits, and revitalization projects. LID utilizes design techniques that infiltrate, filter, provide evapotranspiration and store runoff close to its source. Rather than rely on costly large-scale

conveyance and treatment systems, LID addresses stormwater through a variety of small, cost-effective landscape features located on-site.

**MPC** - Act of July 31, 1968, P.L. 805, No. 247, 53 P.S. Section 10101, et seq., as amended, the Pennsylvania Municipalities Planning Code, Act 247.

**MFEMP** – Mushroom Farm Environmental Management Plan.

**MS4** - Municipal Separate Storm Sewer System.

**Maintenance** - The action taken to restore or preserve the as-built functional design of any Stormwater Management Facility or system.

**Municipal Engineer** – A professional engineer licensed as such in the Commonwealth of Pennsylvania, duly appointed as the engineer for a Municipality, planning agency, or joint planning commission.

**Municipality** – Upper Uwchlan Township, Chester County, Pennsylvania.

**NOAA** - National Oceanic and Atmospheric Administration.

**New Development** – Any Regulated Activity involving placement or construction of new Impervious Surface or grading over existing pervious land areas not classified as Redevelopment as defined in this Ordinance.

**Nonpoint Source Pollution** – Pollution that enters a water body from diffuse origins in the watershed and does not result from discernible, confined, or discrete Conveyances.

**Nonstormwater Discharges** – Water flowing in stormwater collection facilities, such as pipes or swales, which is not the result of a rainfall event or snowmelt.

**Nonstructural Best Management Practice (BMPs)** – See Best Management Practice (BMP).

**NPDES** – National Pollutant Discharge Elimination System, the Federal government's system for issuance of permits under the Clean Water Act, which is delegated to PADEP in Pennsylvania.

**NRCS** – Natural Resource Conservation Service (previously Soil Conservation Service, SCS), an agency of the U.S. Department of Agriculture.

**PADEP** – Pennsylvania Department of Environmental Protection.

**Parent Tract** – The parcel of land from which a land development or subdivision originates, determined from the date of municipal adoption of this Ordinance.

**Peak Discharge** – The maximum rate of stormwater runoff from a specific storm event.

**PennDOT** – Pennsylvania Department of Transportation.

**Pennsylvania Stormwater Best Management Practices Manual** (PA BMP Manual) - Document Number 363-0300-002 (December 2006, and as subsequently amended).

**Pervious Surface (or Pervious Area)** – Any area not defined as Impervious Surface.

**Pet** – A domesticated animal (other than a disability assistance animal) kept for amusement or companionship.

**Planning Commission** – The Planning Commission of Upper Uwchlan Township.

**Point Source** – Any discernible, confined, and discrete Conveyance including, but not limited to, any pipe, ditch, channel, tunnel, or conduit from which stormwater is or may be discharged, as defined in State regulations at 25 Pennsylvania Code § 92.1.

**Post-construction** – Period after construction during which Disturbed Areas are stabilized, stormwater controls are in place and functioning, and all proposed improvements approved by the Municipality are completed.

**Predevelopment** –Ground cover conditions assumed to exist within the proposed Disturbed Area prior to commencement of the Regulated Activity for the purpose of calculating the Predevelopment water quality volume, infiltration volume, and peak flow rates as required in this Ordinance.

**Pretreatment** – Techniques employed in stormwater BMPs to provide storage or filtering, or other methods to trap or remove coarse materials and other pollutants before they enter the stormwater system, but may not necessarily be designed to meet the entire water quality volume requirements of this Ordinance.

**Proposed Impervious Surface** - All new, additional and replacement Impervious Surfaces.

**Rainfall Intensity** - The depth of accumulated rainfall per unit of time.

**Recharge** – The replenishment of groundwater through the infiltration of rainfall, other surface waters, or land application of water or treated wastewater.

**Redevelopment** - Any Regulated Activity that involves demolition, removal, reconstruction, or replacement of existing Impervious Surface(s).

**Regulated Activity** - Any Earth Disturbance Activity(ies) or any activity that involves the alteration or development of land in a manner that may affect stormwater runoff.

**Regulated Earth Disturbance Activity** – Any activity involving Earth Disturbance subject to regulation under 25 Pennsylvania Code Chapter 92.a, Chapter 102, or the Clean Streams Law.

**Regulated Impervious Surface** - Proposed impervious surface as part of a current proposed activity and all existing impervious surfaces installed after December 23, 2013.

**Retention** or **To Retain** – The prevention of direct discharge of stormwater runoff into surface waters or water bodies during or after a storm event by permanent containment in a pond or depression; examples include systems which discharge by percolation to groundwater, exfiltration, and/or evaporation processes and which generally have residence times of less than three (3) days.

**Retention Basin** – An impoundment that is designed to temporarily detain a certain amount of stormwater from a catchment area and which may be designed to permanently retain stormwater runoff from the catchment area; retention basins always contain water.

**Retention Volume/Removed Runoff** – The volume of runoff that is captured and not released directly into the surface Waters of the Commonwealth during or after a storm event.

**Return Period** - The average interval, in years, within which a storm event of a given magnitude can be expected to occur one (1) time. For example, the twenty-five (25)-year return period rainfall would be expected to occur on average once every twenty-five (25) years; or stated in another way, the probability of a twenty-five (25)-year storm occurring in any one (1) year is four-one hundredths (0.04) (i.e., a four (4)% chance).

**Riparian** – Pertaining to anything connected with or immediately adjacent to the banks of a stream or other body of water.

**Riparian Buffer** – An area of land adjacent to a body of water and managed to maintain vegetation to protect the integrity of stream channels and shorelines, to reduce the impact of upland sources of pollution by trapping, filtering, and converting sediments, nutrients, and other chemicals, and to supply food, cover and thermal protection to fish and other aquatic species and wildlife.

**Runoff** – Any part of precipitation that flows over the land surface.

**SALDO** – See Subdivision and Land Development Ordinance.

**SCS** – Soil Conservation Service, now known as the Natural Resources Conservation Service.

**Sediment** – Soil or other materials transported by, suspended in or deposited by surface water as a product of erosion.

**Separate Storm Sewer System** – A Conveyance or system of Conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains) primarily used for collecting and conveying stormwater runoff.

**Sheet Flow** – A flow process associated with broad, shallow water movement on sloping ground surfaces that is not channelized or concentrated.

**Site** – Total area of land in the Municipality where any proposed Regulated Activity, as defined in this Ordinance, is planned, conducted, or maintained or that is otherwise impacted by the Regulated Activity.

**Soil Cover Complex Method** – A method of runoff computation developed by NRCS that is based on relating soil type and land use/cover to a runoff parameter called curve number (CN).

**State Water Quality Requirements** – The regulatory requirements to protect, maintain, reclaim, and restore water quality under Pennsylvania Code Title 25 and the Clean Streams Law.

**Storm Frequency** – (see Return Period).

**Stormwater** – Drainage runoff from the surface of the land resulting from precipitation or snow or ice melt.

**Stormwater Control Measure** - Physical features used to effectively control, minimize, and treat stormwater runoff. [See Best Management Practice (BMP)].

**Stormwater Management Facility** – Any feature, natural or man-made, that, due to its condition, design, or construction, conveys, stores, or otherwise affects stormwater runoff quality, rate, or quantity, including Best Management Practices and Stormwater Control Measures. Typical stormwater management facilities include, but are not limited to, detention and retention basins, open channels, storm sewers, pipes, and Infiltration Facilities.

**Stormwater Management (SWM) Site Plan** – The plan prepared by the Applicant or its representative, in accordance with the requirements of Article IV of this Ordinance, indicating how stormwater runoff will be managed at a particular Site in accordance with this Ordinance, and including all necessary design drawings, calculations, supporting text, and documentation to demonstrate that Ordinance requirements have been met, herein referred to as "SWM Site Plan." All references in this Ordinance to "final" or "approved" SWM Site Plans shall incorporate the approved SWM Site Plan and all subsequent approved revisions thereto.

**Stream** – A natural watercourse.

**Structural Best Management Practices** - See BMP (Best Management Practices).

**Subdivision** - The division or re-division of a lot, tract, or parcel of land as defined in The Pennsylvania Municipalities Planning Code, Act of July 31, 1968, P.L. 805, No. 247 (as amended).

**Subdivision and Land Development Ordinance** – Subdivision and Land Development ordinance of Upper Uwchlan Township, Chester County, PA, as amended.

**Swale** – An artificial or natural waterway or low-lying stretch of land that gathers and conveys stormwater or runoff, and is generally vegetated for soil stabilization, stormwater pollutant removal, and infiltration.

**SWM Site Plan** – See Stormwater Management Site Plan.

**Timber Operations** – See Forest Management.

**Top-of-bank** – Highest point of elevation of the bank of a stream or channel cross-section at which a rising water level just begins to flow out of the channel and into the floodplain.

**USDA** – United States Department of Agriculture.

**Watercourse** – A channel or Conveyance of surface water having a defined bed and banks, whether natural or artificial, with perennial or intermittent flow.

**Water Table** – The upper most level of saturation of pore space or fractures by groundwater. Seasonal high-water table refers to a water table that rises and falls with the seasons due either to natural or man-made causes.

**Waters of the Commonwealth** – Any and all rivers, streams, creeks, rivulets, impoundments, ditches, watercourses, storm sewers, lakes, dammed water, wetlands, ponds, springs, and all other bodies or channels of Conveyance of surface and underground water, or parts thereof, whether natural or artificial, within or on the boundaries of the Commonwealth.

**Watershed** – Region or area drained by a river, watercourse, or other body of water, whether natural or artificial.

**Wetland** – Those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, fens, and similar areas.

**Woods** - Any land area of at least one-quarter (0.25) acre with a natural or naturalized ground cover (excluding manicured turf grass) and that has an average density of two (2) or more viable trees per one thousand five hundred (1,500) square feet with a DBH of six (6) inches or greater. The land area to be considered Woods shall be measured from the outer drip lines of the outer trees.

# ARTICLE III – STORMWATER MANAGEMENT STANDARDS

## Section 301. General Requirements

A. Applicants proposing Regulated Activities in the Municipality which are not exempt under Section 106 shall submit a Stormwater Management Site Plan (SWM Site Plan) to the Municipality for review and approval in accordance with Articles III and IV. SWM Site Plans approved by the Municipality shall be on Site throughout the duration of the Regulated Activity.

B. The stormwater management and runoff control criteria and standards in this Ordinance shall apply to the total proposed Regulated Activity, even if it is to take place in stages. The measurement of Impervious Surfaces shall include all of the Impervious Surfaces in the total proposed Regulated Activity even if the development is to take place in stages.

C. No Regulated Activity within the Municipality shall commence until:

1. The Municipality issues approval of a SWM Site Plan, which demonstrates compliance with the requirements of this Ordinance; and

2. The Applicant has received a letter of adequacy or approval for the Erosion and Sediment Control Plan review by the Municipality and the Conservation District (if required), and has received all other local, State and Federal permit approvals required for the project involving the Regulated Activity.

D. Neither submission of a SWM Site Plan under the provisions herein nor compliance with the provisions of this Ordinance shall relieve any person from responsibility for damage to any person or property otherwise imposed by law.

E. The Applicant shall design the Site to minimize disturbances to land, Site hydrology, and natural resources, and to maintain the natural hydrologic regime, drainage patterns and flow conditions. The Applicant shall apply the procedures set forth in Section 304 for the overall Site design and for selection, location and design of features and BMPs to be used to comply with the requirements of this Ordinance.

F. To the maximum extent practicable, Post-construction stormwater shall be discharged within the drainage area of the same stream or water body receiving the runoff prior to construction of the proposed Regulated Activity.

G. For Regulated Activities with one (1) acre or more of proposed Earth Disturbance, existing drainage peak rate discharges up to and including the one hundred (100)-year storm and the volume of runoff up to and including the two (2)-year storm onto or through adjacent property(ies) or downgradient property(ies), including diffuse drainage discharge, shall not be altered in any manner by Regulated Activities under this Ordinance without written permission from, and, where applicable as determined by the Municipality an easement and

agreement with, the affected Landowner(s) for conveyance of discharges onto or through their property(ies). Altered stormwater discharges shall be subject to any applicable discharge criteria specified in this Ordinance.

H. Areas located outside of the Site (i.e., areas outside of the Regulated Activity) that drain through a proposed Site are not subject to water quality and volume control, infiltration, stream channel protection, or peak flow rate control requirements (as presented in Sections 305, 306, 307, and 308). Drainage facilities located on the Site shall be designed to safely convey flows from outside of the Site through the Site.

I. If Site conditions preclude capture of runoff from limited portions of the Disturbed Area for achieving water quality volume control standards, stream channel protection standards, and the 2-year, 5-year and 10-year storm event peak runoff rate reduction standards for New Development required by this Ordinance, the Applicant shall propose alternate methods to mitigate the bypass of the BMPs, subject to the approval of the Municipality. In no case shall resulting peak rate be greater than the Pre-development peak rate for the equivalent design storm.

J. For all Regulated Activities, erosion and sediment control BMPs shall be designed, implemented, operated, and maintained during the Regulated Activities (i.e., during construction) as required to meet the purposes and requirements of this Ordinance, to meet the erosion and sediment control requirements of the Municipality, if applicable, and to meet all requirements under Title 25 of the PA Code and the Clean Streams Law.

K. For all Regulated Activities, permanent BMPs and Conveyances shall be designed, implemented, operated, and maintained to meet the purposes and requirements of this Ordinance and to meet all requirements under Title 25 of the Pennsylvania Code, the Clean Streams Law, and the Storm Water Management Act.

L. The design of all BMPs and Conveyances shall incorporate sound engineering principles and practices in a manner that does not aggravate existing stormwater problems as identified by the Municipality. The Municipality reserves the right to disapprove any design that would result in construction in an area affected by existing stormwater problem(s) or continuation of an existing stormwater problem(s).

M. Existing wetlands, either on the Site or on an adjacent property, shall not be used to meet the minimum design requirements for stormwater management or stormwater runoff quality treatment. Stormwater discharges to existing wetlands shall not degrade the quality or hydrologic integrity of the wetland.

N. Hotspots Runoff Controls –

Specific structural or pollution prevention practices may be required, as determined to be necessary by the Municipality, to pretreat runoff from Hotspots prior to infiltration. Following is a list of examples of Hotspots:

1. Vehicle salvage yards and recycling facilities;

2. Vehicle fueling stations;

3. Vehicle service and maintenance facilities;

4. Vehicle and equipment cleaning facilities;

5. Fleet storage areas (bus, truck, etc.);

6. Industrial sites based on Standard Industrial Classification Codes;

7. Marinas (service and maintenance areas);

8. Outdoor liquid container storage;

9. Outdoor loading/unloading facilities;

10. Public works storage areas;

11. Facilities that generate or store hazardous materials;

12. Commercial container nursery;

13. Contaminated sites/brownfields;

14. Other land uses and activities as designated by the Municipality.

O. Contaminated and Brownfield Sites -

Where BMPs may contribute to the migration of contaminants in groundwater, the water quality and runoff volume, stream channel protection, and peak rate control standards shall be met; however, at the Municipality's discretion, the minimum infiltration requirement may be reduced or eliminated commensurate with the contaminated area and the required water quality and runoff control measures may be increased to mitigate the reduced infiltration requirement for the contaminated area.

P. Additional Water Quality Requirements -

The Municipality may require additional stormwater control measures for stormwater discharges to special management areas including, but not limited to:

1. Water bodies listed as "impaired" by PADEP.

2. Any water body or watershed with an approved Total Maximum Daily Load (TMDL).

3. Areas of known existing flooding problems.

4. Critical areas with sensitive resources (e.g., State designated special protection waters, cold water fisheries, carbonate geology or other groundwater recharge areas that may be highly vulnerable to contamination, drainage areas to water supply reservoirs, etc.).

Q. Applicants shall utilize the *Pennsylvania Stormwater Best Management Practices Manual* (PA BMP Manual), as amended, or other sources acceptable to the Municipality, for testing and design standards for BMPs, and where there is a conflict with the provisions of this Ordinance, the most restrictive applies.

R. For areas underlain by karst or carbonate geology that may be susceptible to the formation of sinkholes and other karst features, the location, type, and design of infiltration BMPs shall be based on a Site evaluation conducted by a qualified Licensed Professional and based on the PA BMP Manual (as amended) or other design guidance acceptable to the Municipality.

S. All Regulated Activities located within a Special Flood Hazard Area designated by the Federal Emergency Management Agency (FEMA) shall comply with Zoning Ordinance Article XIII Flood Hazard District and shall be designed to maintain the flood carrying capacity of the floodway such that the base flood elevations are not increased, either upstream or downstream. The natural conveyance characteristics of the Site and the receiving floodplain shall be incorporated into the stormwater management practices proposed for the Site.

T. Disturbance of existing ground cover during construction of the proposed Regulated Activity is prohibited within seventy-five (75) feet of top-of-bank of all perennial and intermittent waterways, water bodies (lakes, ponds, etc.) and wetlands, except for activities otherwise approved by State or local agencies (e.g. stream restoration projects, road crossings, subsurface utility projects, etc.).

**Section 302. Permit Requirements by Other Governmental Entities**

The following permit or other regulatory requirements may apply to certain Regulated Activities and shall be met prior to (or as a condition of) final approval by the Municipality of the SWM Site Plan and prior to commencement of any Regulated Activities, as applicable:

A. All Regulated Activities subject to permit or regulatory requirements by PADEP under regulations at Title 25 Pennsylvania Code Chapter 102, or erosion and sediment control requirements of the Municipality.

B. Work within natural drainage ways subject to permit by PADEP under Title 25 Pennsylvania Code Chapter 105.

C. Any BMP or Conveyance that would be located in or adjacent to surface Waters of the Commonwealth, including wetlands, subject to permit by PADEP under Title 25 Pennsylvania Code Chapter 105.

D. Any BMP or Conveyance that would be located on or discharge to a State highway right-of-way, or require access to or from a State highway and be subject to approval by PennDOT.

E. Culverts, bridges, storm sewers, or any other facilities which must pass or convey flows from the tributary area and any facility which may constitute a dam subject to permit by PADEP under Title 25 Pennsylvania Code Chapter 105.

**Section 303. Erosion and Sediment Control**

A. No Regulated Activity within the Municipality shall commence until:

1. The Municipality receives documentation that the Applicant has received:

a. A "letter of adequacy" from the Conservation District or other approval from PADEP in compliance with Title 25 Chapter 102 of the Pennsylvania Code of an Erosion and Sediment Control Plan for construction activities for projects where the area of disturbance exceeds one (1) acre, where pond dredging is involved, or when the disturbance is associated with activities described under Title 25 Chapter 105 of the Pennsylvania Code permits;

b. A PADEP NPDES Permit for Stormwater Discharges Associated with Construction Activities as required under Title 25 Pennsylvania Code Chapter 92, if applicable;

c. Evidence of any other permit(s) or approvals required for the Regulated Activities; and

2. An Erosion and Sediment Control Plan has been approved by the Municipality, if required.

B. A copy of the Erosion and Sediment Control Plan and any required permit(s), as required by PADEP regulations, shall be available on the Site at all times.

C. Additional erosion and sediment control measures shall be applied where infiltration BMPs are proposed, at a minimum including those required in Subsection 306.L.

**Section 304. Site Design Process**

The Applicant shall design the Site to minimize the disturbances to land, Site hydrology, and natural resources, and to maintain the natural hydrologic regime, drainage patterns and flow conditions. The Applicant shall demonstrate in its SWM Site Plan (as required in Subsection 402.C) that the design sequence, objectives and techniques described below were applied to the maximum extent practicable in the Site design of the Regulated Activity while complying with all other requirements of this Ordinance. The Site design shall:

A. First, identify and delineate all existing natural resources and natural and man-made hydrologic features listed in Subsection 402.B.8 that are located within the Site, or receive discharge from, or may be impacted by the proposed Regulated Activity.

B. Second, provide a prioritized listing of these resources and features to identify:

1. Those to be incorporated into the Site design in a manner that provides protection from any disturbance or impact from the proposed Regulated Activity;

2. Those to be protected from further disturbance or impact but for which the proposed Regulated Activity will provide improvement to existing conditions;

3. Those that can be incorporated into and utilized as components of the overall Site design in a manner that protects or improves their existing conditions while utilizing their hydrologic function within the limits of their available capacity (e.g., for infiltration, evapotranspiration, or reducing pollutant loads, runoff volume or peak discharge rates, etc.) to reduce the need for or size of constructed BMPs; and

4. Those that may be considered for alteration, disturbance or removal.

C. Third, develop the Site design to achieve the following:

1. Recognize and incorporate the priorities identified in Subsection 304.B as the basis for the proposed Site layout, grading, construction, and permanent ground cover design;

2. Minimize Earth Disturbance (both surface and subsurface);

3. Maximize protection of or improvement to natural resources and special management areas;

4. Minimize the disturbance of natural Site hydrology, in particular natural drainage features and patterns, discharge points and flow characteristics, natural infiltration patterns and characteristics, and natural channel and floodplain conveyance capacity;

5. Incorporate natural hydrologic features and functions identified in Subsection 304.B into the Site design to protect and utilize those features and their hydrologic functions to reduce the need for or size of constructed BMPs;

6. Maximize infiltration and the use of natural Site infiltration features, patterns and conditions, and evapotranspiration features;

7. Apply selective grading design methods to provide final grading patterns or preserve existing topography in order to evenly distribute runoff and minimize concentrated flows;

8. Minimize the cumulative area to be covered by Impervious Surfaces and:

a. Minimize the size of individual Impervious Surfaces,

b. Separate large Impervious Surfaces into smaller components,

c. Disconnect runoff from one Impervious Surface to another, and

d. Utilize porous materials in place of impervious wherever practicable;

9. Minimize the volume and peak discharge rates of stormwater generated;

10. Avoid or minimize stormwater runoff pollutant loads and receiving stream channel erosion;

11. Locate infiltration and other BMPs:

    a. At or as near to the source of generation as possible, and

    b. At depths that are as shallow as possible;

12. Prioritize the selection and design of BMPs as follows:

    a. Nonstructural and vegetation BMPs, then

    b. Structural (surface and subsurface) BMPs;

13. For flow volumes requiring conveyance from the source of generation to a BMP for management, give preference to open channel conveyance techniques that provide infiltration and water quality benefits, and landscaped-based management in common open space areas, where practicable; and

14. Consider additional guidance for incorporating natural hydrology into the Site and BMP designs, methods and techniques that support the objectives of Subsections 304.B and 304.C. Appendix B presents additional discussion of "Conservation Design" and "Low Impact Development".

D. The procedures set forth above shall be utilized to the maximum extent practicable for the overall Site design and selection, location and design of features and BMPs to be used to comply with the requirements of Sections 305, 306, 307 and 308.

**Section 305. Water Quality and Runoff Volume Requirements**

To control Post-construction stormwater impacts from Regulated Activities and meet State water quality requirements, BMPs shall be provided in the Site design that replicate Predevelopment stormwater infiltration and runoff conditions, such that Post-construction stormwater discharges do not degrade the physical, chemical, or biological characteristics of the receiving waters. The green infrastructure and Low Impact Development (LID) practices provided in the PA BMP

Manual, as well as the guidance on green infrastructure, LID and Conservation Design (CD) provided in Appendix B, shall be utilized for all regulated activities wherever possible. The Applicant shall comply with the following water quality and runoff volume requirements for all Regulated Activities, including all New Development and Redevelopment activities:

A. The Post-construction total runoff volume shall not exceed the Predevelopment total runoff volume for all storms equal to or less than the two (2)-year, twenty-four (24)-hour duration precipitation (design storm). The water quality and runoff volume to be managed shall consist of any runoff volume generated by the proposed Regulated Activity over and above the Predevelopment total runoff volume and shall be captured and permanently retained or infiltrated on the Site. Permanent retention options may include, but are not limited to, reuse, evaporation, transpiration, and infiltration.

B. For modeling purposes, the Predevelopment ground cover conditions shall be determined using the corresponding ground cover assumptions presented in Subsection 309.D of this Ordinance.

C. The design of the Stormwater Management Facility outlet shall provide for protection from clogging and unwanted sedimentation.

D. BMPs that moderate the temperature of stormwater shall be used to protect the temperature of receiving waters.

E. Water quality improvement shall be achieved in conjunction with achieving the infiltration requirements of Section 306. The infiltration volume required under Section 306 may be included as a component of the water quality volume. If the calculated water quality and runoff volume is greater than the volume infiltrated, then the difference between the two (2) volumes shall be managed for water quality and runoff volume control through other techniques or practices but shall not be discharged from the Site.

F. Runoff from the Disturbed Area shall be treated for water quality prior to entering existing waterways or water bodies. If a stormwater management practice does not provide water quality treatment, then water quality BMPs shall be utilized to provide pre-treatment prior to the runoff entering the stormwater management practice.

G. The Municipality may require additional water quality and runoff control measures for stormwater discharging to special management areas such as those listed in Subsection 301.P.

H. When the Regulated Activity contains or is divided by multiple drainage areas, the water quality and runoff volume shall be separately addressed for each drainage area.

I. Weighted averaging of runoff coefficients shall not be used for manual computations or input data for water quality and runoff volume calculations.

J. Areas located outside of the Site (i.e., areas outside of the Regulated Activity) may be excluded from the calculation of the water quality and runoff volume requirements.

K. Water quality and volume control practices shall be selected and designed to meet the criteria of Subsection 304.C that apply to water quality and volume control.

L. Evapotranspiration may be quantified and credited towards meeting volume requirements according to the PADEP Post Construction Stormwater Management (PCSM) Spreadsheet and Instructions (December 2020) or the most recent guidance from PADEP.

**Section 306. Infiltration Requirements**

Providing for infiltration consistent with the natural hydrologic regime is required to compensate for the reduction in the recharge that occurs when the ground surface is disturbed or Impervious Surface is created or expanded. The Applicant shall achieve the following infiltration requirements:

A. For Regulated Activities involving both New Development and Redevelopment, infiltration should be designed to accommodate the entire water quality and runoff volume required in Section 305. Infiltration BMPs should be consistent with the design and infiltration period guidelines included in the PA BMP Manual or other PA DEP design guidance. If the runoff volume required by Section 305 cannot be infiltrated, then alternative methods consistent with the PA BMP Manual (as amended) or other PA DEP guidance, such as the Managed Release Concept, may be used to manage this volume with approval from the Municipal Engineer.

B. For Regulated Activities involving both New Development and Redevelopment, the volume of a minimum of one (1)-inch of runoff from all Regulated Impervious Surfaces shall be infiltrated.

C. If the requirements of Subsection 306.A or 306.B cannot be physically accomplished, then the Applicant shall be responsible for demonstrating with data or calculations to the satisfaction of the Municipality why this infiltration volume cannot be physically accomplished on the Site (e.g., shallow depth to bedrock or limiting zone, open voids, steep slopes, etc.) and what alternative volume can be infiltrated.

D. Only if a minimum infiltration of the first one-half (0.5) inch of runoff volume cannot be physically accomplished on the Site, shall a waiver from Section 306 be considered by the Municipality in accordance with Section 111.

E. If Site conditions preclude capture of runoff from portions of the Impervious Surfaces, the infiltration volume for the remaining area shall be increased an equivalent amount to offset the loss.

F. When a project contains or is divided by multiple watersheds, the infiltration volume shall be separately addressed for each watershed.

G. Existing Impervious Surfaces located in areas outside of the Site (i.e., outside of the Regulated Activity) may be excluded from the calculation of the required infiltration volume.

H. A detailed soils evaluation of the Site shall be conducted by a qualified professional and at a minimum shall address soil permeability, depth to bedrock, and subgrade stability. The general process for designing the infiltration BMP shall be conducted by a qualified Licensed Professional and shall be consistent with the PA BMP Manual (as amended) (or other guidance acceptable to the Municipality) and in general shall:

1. Analyze hydrologic soil groups as well as natural and man-made features within the Site to determine general areas of suitability for infiltration practices. In areas where development on fill material is under consideration, conduct geotechnical investigations of sub-grade stability; infiltration may not be ruled out without conducting these tests.

2. Provide field tests such as double ring infiltrometer or other hydraulic conductivity tests (at the elevation of the proposed infiltration surface) to determine the appropriate hydraulic conductivity rate. Standard septic/sewage percolation tests are not acceptable for design purposes.

3. Design the Infiltration Facility for the required retention (infiltration) volume based on field-determined infiltration capacity (and apply safety factor as per applicable design guidelines) at the elevation of the proposed infiltration surface.

4. On-lot infiltration features are encouraged; however, it shall be demonstrated to the Municipality that the soils are conducive to infiltration on the identified lots.

I. Infiltration BMPs shall be selected based on suitability of soils and Site conditions and shall be constructed on soils that have the following characteristics:

1. A minimum depth of twenty-four (24) inches between the bottom of the BMP and the top of the Limiting Zone. Additional depth may be required in areas underlain by karst or carbonate geology (see Subsection 306.M).

2. An infiltration rate sufficient to accept the additional stormwater volume and drain completely as determined by field tests conducted by the Applicant.

3. The Infiltration Facility shall completely drain the retention (infiltration) volume within three (3) days (seventy-two (72) hours) from the end of the design storm.

J. All infiltration practices shall:

1. Be selected and designed to meet the criteria of Subsection 304.C that are applicable to infiltration;

2. Be set back at least fifteen (15) feet from all buildings and features with sub-grade elements (e.g., basements, foundation walls, etc.);

3. Setbacks from property lines and rights-of-way are to be consistent with Accessory Structures in the Zoning Ordinance, for the applicable zoning district;

4. For any infiltration practice that collects runoff from shared or multiple features and that is located within twenty-five (25)] feet of a building or feature with sub-grade elements (e.g., basements, foundation walls, etc.), the bottom elevation shall be set below the elevation of the sub-grade element.

K. Infiltration Facilities shall, to the maximum extent practicable, be located to avoid introducing contaminants to groundwater:

1. When a Hotspot is located in the area draining to a proposed Infiltration Facility, an evaluation of the potential of groundwater contamination from the proposed Infiltration Facility shall be performed, including a hydrogeologic investigation (if necessary) by a qualified Licensed Professional to determine what, if any, pre-treatment or additional design considerations are needed to protect groundwater quality.

2. When located within a "well head protection area" of a public water supply well, infiltration practices shall be in conformance with the applicable approved source water protection assessment or source water protection plan.

3. The Applicant shall provide appropriate safeguards against groundwater contamination for land uses that may cause groundwater contamination should there be a mishap or spill.

L. During Site construction, all infiltration practice components shall be protected from compaction due to heavy equipment operation or storage of fill or construction material. Infiltration areas shall also be protected from sedimentation. Areas that are accidentally compacted or graded shall be remediated to restore soil composition and porosity. Adequate documentation to this effect shall be submitted to the Municipality for review. All areas designated for infiltration shall not receive runoff until the contributory drainage area has achieved final stabilization.

M. Consideration of infiltration BMPs for areas underlain by karst or carbonate geology is encouraged, but only where the design, supporting calculations, results of soils or other Site investigations or other documentation are provided to the Municipality demonstrating that the potential or likelihood of subsidence or sinkholes is minimal. Evaluation of Site conditions and infiltration design shall rely on guidance in the PA BMP Manual (as amended) or other guidance acceptable to the Municipality.

N. Groundwater quality of the carbonate aquifer shall be protected from infiltration of pollutants. At a minimum, stormwater runoff from Hotspots (i.e., sources of significant

pollutant runoff) shall first be discharged through a water quality BMP(s) to remove pollutants prior to infiltration. Where soil characteristics are insufficient to provide removal of pollutants from sources other than Hotspots, stormwater runoff shall first be discharged through a water quality BMP(s) to remove pollutants prior to infiltration.

O. Where sediment transport in the stormwater runoff is anticipated to reach the infiltration system, appropriate permanent measures to prevent or collect sediment shall be installed prior to discharge to the infiltration system.

P. Where roof drains are designed to discharge to infiltration practices, they shall have appropriate measures to prevent clogging by unwanted debris (for example, silt, leaves and vegetation). Such measures shall include but are not limited to leaf traps, gutter guards and cleanouts.

Q. All infiltration practices shall have appropriate positive overflow controls.

R. No sand, salt or other particulate matter may be applied to a porous surface material for winter ice conditions.

S. The following procedures and materials shall be required during the construction of all subsurface facilities:

1. Excavation for the Infiltration Facility shall be performed with equipment that will not compact the bottom of the seepage bed/trench or like facility.

2. The bottom of the bed and/or trench shall be scarified prior to the placement of aggregate.

3. Only clean aggregate with documented porosity, free of fines, shall be allowed.

4. The tops, bottoms and sides of all seepage beds, trenches, or like facilities shall be covered with drainage fabric. Fabric shall be non-woven fabric acceptable to the Municipality.

5. Stormwater shall be distributed throughout the entire seepage bed/trench or like facility and provisions for the collection of debris shall be provided in all facilities.

**Section 307. Stream Channel Protection Requirements**

For Regulated Activities involving New Development with one (1) or more acres of Earth Disturbance, the Applicant shall comply with the following stream channel protection requirements to minimize stream channel erosion and associated water quality impacts to the receiving waters:

A. The peak flow rate of the Post-construction two (2)-year, twenty-four (24)-hour design storm shall be reduced to the Predevelopment peak flow rate of the one (1)-year, twenty-four (24)-hour duration precipitation, using the SCS Type II distribution.

B. To the maximum extent practicable, and unless otherwise approved by the Municipality, the Post-construction one (1)-year, twenty-four (24)-hour storm flow shall be detained for a minimum of twenty-four (24) hours and a maximum not to exceed seventy-two (72) hours from a point in time when the maximum volume of water from the one (1)-year, twenty-four (24)-hour storm is stored in a proposed BMP (i.e., when the maximum water surface elevation is achieved in the facility). Release of water can begin at the start of the storm (i.e., the invert of the orifice is at the invert of the proposed BMP).

C. For modeling purposes, the Predevelopment ground cover conditions shall be determined using the corresponding ground cover assumptions presented in Subsection 309.D of this Ordinance.

D. The minimum orifice size in the outlet structure to the BMP shall be three (3) inches in diameter unless otherwise approved by the Municipality, and a trash rack shall be installed to prevent clogging. For Sites with small drainage areas contributing to the BMP that do not provide enough runoff volume to allow a twenty-four (24) hour attenuation with the three (3)-inch orifice, the calculations shall be submitted showing this condition.

E. When the calculated orifice size is below three (3) inches, gravel filters (or other methods) are recommended to discharge low-flow rates subject to the Municipality's satisfaction. When filters are utilized, maintenance provisions shall be provided to ensure filters meet the design function.

F. All proposed Stormwater Management Facilities shall make use of measures to extend the flow path and increase the travel time of flows in the facility.

G. When a Regulated Activity contains or is divided by multiple drainage areas, the peak flow rate control shall be separately addressed for each drainage area.

**Section 308. Stormwater Peak Rate Control Requirements**

The Applicant shall comply with the following peak flow rate control requirements for all Regulated Activities including those that involve New Development and Redevelopment.

A. Post-construction peak flow rates from any Regulated Activity shall not exceed the Predevelopment peak flow rates as shown for each of the design storms specified in Table 308.1.

**TABLE 308.1**
**Peak Rate Control Standards**

**(Peak Flow Rate of the Post-construction Design Storm Shall be Reduced to the Peak Flow Rate of the Corresponding Predevelopment Design Storm Shown in the Table)**

| POST-CONSTRUCTION DESIGN STORM FREQUENCY (24-Hour Duration) | PREDEVELOPMENT DESIGN STORM | |
|---|---|---|
| | New Development Regulated Activities | Redevelopment Regulated Activities |
| 2-Year | 1-Year | 1-Year |
| 5-Year | 2-Year | 2-Year |
| 10-Year | 2-Year | 2-Year |
| 25-Year | 25-Year | 25-Year |
| 50-Year | 50-Year | 50-Year |
| 100-Year | 100-Year | 100-Year |

B. For modeling purposes, the Predevelopment ground cover conditions shall be determined using the corresponding ground cover assumptions presented in Subsection 309.D of this Ordinance.

C. For Regulated Activities involving only Redevelopment, no peak flow rate controls are required when and **only if** the total Regulated Impervious Surface area is at least twenty percent (20%) less than the total existing Impervious Surface area to be disturbed by the Regulated Activity. In all cases where this requirement is not met, the Redevelopment Regulated Activity shall achieve the peak flow rate controls presented in Table 308.1, using the Redevelopment Ground Cover Assumptions presented in Subsection 309.D. This design criterion for Redevelopment is only permitted with approval of Municipal Engineer. It shall result in no impact on downstream properties.

D. Only the area of the proposed Regulated Activity shall be subject to the peak flow rate control standards of this Ordinance. Undisturbed areas for which the discharge point has not changed are not subject to the peak flow rate control standards.

E. Areas located outside of the Site (i.e., areas outside of the Regulated Activity) that drain through a proposed Site are not subject to peak flow rate control requirements. Drainage facilities located on the Site shall be designed to safely convey flows from outside of the Site through the Site.

F. When a Regulated Activity contains or is divided by multiple drainage areas, the peak flow rate controls shall be separately addressed for each drainage area.

G. The effect of structural and non-structural stormwater management practices implemented as part of the overall Site design may be taken into consideration when calculating total storage volume and peak flow rates.

**Section 309. Calculation Methodology**

A. Stormwater runoff from all Regulated Activity Sites with a drainage area of greater than five (5) acres shall be calculated using a generally accepted calculation technique(s) that is based on the NRCS Soil Cover Complex Method. Table 309.1 summarizes acceptable computation methods. The method selected for use shall be based on the individual limitations and suitability of each method for a particular Site. The use of the Rational Method to estimate peak discharges for drainage areas greater than five (5) acres shall be permitted only upon approval by the Municipality.

**TABLE 309.1**

**ACCEPTABLE COMPUTATION METHODOLOGIES FOR SWM SITE PLAN**

| METHOD | DEVELOPED BY | APPLICABILITY |
|---|---|---|
| TR-20 (or commercial computer package based on TR-20) | USDA NRCS | Applicable where use of full hydrology computer model is desirable or necessary. |
| TR-55 (or commercial computer package based on TR-55) | USDA NRCS | Applicable for land development plans where limitations described in TR-55 are met. |
| HEC-1/ HEC-HMS | US Army Corps of Engineers | Applicable where use of a full hydrologic computer model is desirable or necessary. |
| Rational Method (or commercial computer package based on Rational Method) | Emil Kuichling (1889) | For Sites up to five (5) acres, or as approved by the Municipality. |
| Other Methods | Varies | Other computation methodologies approved by the Municipality. |

B. All calculations using the Soil Cover Complex Method shall use the appropriate design rainfall depths for the various return period storms consistent with this Ordinance. Rainfall depths used shall be obtained from the latest version of the Precipitation-Frequency Atlas of the United States, National Oceanic and Atmospheric Administration (NOAA), National Weather Service, Hydrometeorological Design Studies Center, Silver Spring, Maryland

(NOAA Atlas 14) values consistent with a partial duration series. When stormwater calculations are performed for routing procedures or infiltration, water quality and runoff volume functions, the duration of rainfall shall be twenty-four (24) hours.

C. All calculations using the Rational Method shall use rainfall intensities consistent with appropriate times-of-concentration (duration) and storm events with rainfall intensities obtained from NOAA Atlas 14 partial duration series estimates, or the latest version of the PennDOT Drainage Manual (PDM Publication 584). Times-of-concentration shall be calculated based on the methodology recommended in the respective model used. Times of concentration for channel and pipe flow shall be computed using Manning's equation.

D. The Applicant shall utilize the following ground cover assumptions for all Predevelopment water quality and runoff volume, infiltration volume and peak flow rate calculations:

1. For Regulated Activities involving New Development, the following ground cover assumptions shall be used:

   a. For areas that are Woods (as defined in Article II of this Ordinance), Predevelopment calculations shall assume ground cover of "Woods in good condition".

   b. For all other areas (including all Impervious Surfaces), Predevelopment calculations shall assume ground cover of "meadow".

2. For Regulated Activities involving Redevelopment, the following ground cover assumptions shall be used:

   a. For areas that are Woods (as defined in Article II of this Ordinance), Predevelopment calculations shall assume ground cover of "Woods in good condition".

   b. For areas that are not Woods or not Impervious Surfaces, Predevelopment calculations shall assume ground cover of "meadow".

   c. For areas that are Impervious Surfaces, Predevelopment calculations shall assume at least twenty percent (20%) of the existing Impervious Surface area to be disturbed as "meadow" ground cover.

3. The Applicant shall determine which stormwater standards apply to the proposed Regulated Activity as follows:

   a. Stormwater standards for New Development shall apply to all proposed Regulated Activities that involve only New Development activities as defined in this Ordinance.

   b. Stormwater standards for Redevelopment shall apply to all proposed Regulated Activities that involve only Redevelopment activities as defined in this Ordinance.

   c. At the discretion of the Municipality, Regulated Activities that involve a combination

of both New Development and Redevelopment activities, as defined in this Ordinance, may either:

i. Apply the stormwater standards (Redevelopment or New Development) that are associated with the activity that involves the greatest amount of land area; or

ii. Apply the Redevelopment and New Development stormwater standards to the corresponding Redevelopment and New Development portions of the proposed Regulated Activity.

E. Runoff curve numbers (CN) for both Predevelopment and proposed (Post-construction) conditions to be used in the Soil Cover Complex Method shall be obtained from Table C-1 in Appendix C of this Ordinance.

F. Runoff coefficients (C) for both Predevelopment and proposed (Post-construction) conditions for use in the Rational Method shall be obtained from Table C-2 in Appendix C of this Ordinance.

G. Weighted averaging of runoff coefficients shall not be used for manual computations or input data for water quality and runoff volume calculations.

H. Hydraulic computations to determine the capacity of pipes, culverts, and storm sewers shall be consistent with methods and computations contained in the Federal Highway Administration Hydraulic Design Series Number 5 (Publication No. FHWA-NHI-01-020 HDS No. 5, as amended). Hydraulic computations to determine the capacity of open channels shall be consistent with methods and computations contained in the Federal Highway Administration Hydraulic Engineering Circular Number 15 (Publication No. FHWA-NHI-05-114 HEC 15, as amended). Values for Manning's roughness coefficient (n) shall be consistent with Table B-3 in Appendix B of the Ordinance.

I. Runoff calculations shall include the following assumptions:

1. Average antecedent moisture conditions (for the Soil Cover Complex Method only for example, TR-55, TR-20).

2. A type II distribution storm (for the Soil Cover Complex Method only for example, TR-55, TR-20).

**Section 310. Other Requirements**

A. Any BMP intended to hold standing water for four (4) days or longer shall be designed to incorporate biologic controls consistent with the West Nile Guidance found in Appendix D, PADEP document 363-0300-001 "Design Criteria – Wetlands Replacement/Monitoring" (as amended), (or contact the Pennsylvania State Cooperative Wetland Center or the Penn State Cooperative Extension Office for design information.)

B. Any stormwater basin required or regulated by this Ordinance designed to store runoff and requiring a berm or earthen embankment shall be designed to provide an emergency spillway to safely convey flow up to and including the one hundred (100)-year proposed conditions. The height of embankment shall provide a minimum one (1.0) foot of Freeboard above the maximum pool elevation computed when the facility functions for the one hundred (100)-year proposed conditions inflow. Should any BMP require a dam safety permit under PA Chapter 105 regulations, the facility shall be designed in accordance with and meet the regulations of PA Chapter 105 concerning dam safety. PA Chapter 105 may require the safe conveyance of storms larger than one hundred (100)-year event.

C. Any drainage Conveyance facility and/or channel not governed by PA Chapter 105 regulations shall be designed to convey, without damage to the drainage facility or roadway, runoff from the twenty-five (25)-year storm event. Larger storm events (fifty (50)-year and one hundred (100)-year storms) shall also be safely conveyed in the direction of natural flow without creating additional damage to any drainage facilities, nearby structures, or roadways.

D. Conveyance facilities to or exiting from stormwater management facilities (i.e., detention basins) shall be designed to convey the design flow to or from the facility.

E. Roadway crossings or structures located within designated floodplain areas shall be able to convey runoff from a 100-year design storm consistent with Federal Emergency Management Agency National Flood Insurance Program – Floodplain Management Requirements.

F. Any Stormwater Management Facility located within a PennDOT right-of-way shall comply with PennDOT minimum design standards and permit submission and approval requirements.

G. Adequate erosion protection and energy dissipation shall be provided along all open channels and at all points of discharge. Design methods shall be consistent with the Federal Highway Administration Hydraulic Engineering Circular Number 11 (Publication No. FHWA-IP-89-016, as amended) and the PADEP Erosion and Sediment Pollution Control Program Manual (Publication No. 363-2134-008, as amended), or other design guidance acceptable to the Municipal Engineer.

**Section 311. Other Conveyance and System Design Standards**

Storm drainage requirements and facility design standards.

A. Stormwater management system required. A stormwater management system designed to achieve the objectives of this section, including a storm sewer system and all appurtenances where necessary, shall be required to be constructed by the owner or subdivider consistent with the provisions of this section and shall, in particular, be designed to avoid any situation where surface or subsurface drainage could impair public safety or cause physical damage to adjacent lands or public property. The system, after proper management in accordance with this chapter, shall discharge to the nearest practical subsurface location in order to recharge

groundwater, to a natural drainage channel, and/or to an existing stormwater management system. Applicant shall show evidence of consideration of all discharge options, including documentation as to why the chosen discharge location(s) was/were selected.

B. Off-site improvements. Any increase in runoff off-site, measured both in total volume and peak rate between pre- and post-development conditions shall require necessary corrective measures deemed appropriate by the Board of Supervisors to alleviate any off-site drainage problem affected by the subdivision or land development. The costs for such measures will be borne entirely by the developer or subdivider, including deed of easement, wherever applicable.

C. Total watershed evaluation. The future use of undeveloped lands upstream of a subject property, as are shown on the Future Land Use Plan of the adopted Township Comprehensive Plan, shall be taken into account in the design of all stormwater management systems. The capacity and maximum anticipated present flow of the system receiving the proposed discharge shall be evaluated to determine whether it is capable of receiving additional flow generated by proposed and potential future development. This evaluation shall also include the anticipated runoff from other existing or proposed developments within the same watershed. Upon the recommendation of the Township Engineer, stormwater management facilities, designed in accordance with this chapter, may serve more than one property or development in the same watershed. Consultation with the Township is required prior to the design of such facilities.

D. Underdrains. All building foundations, grade slabs, and cellar floors located in soils that have a community development limitation degree of moderate to severe seasonal high water table (as defined in the Chester County Soil Survey) shall be provided with an underdrain system. This system shall provide for drainage of the enclosed volume above the slab, and relief of subsurface water to a depth of not less than 18 inches below the slab or foundation bottom. The system shall consist of a pipe field of the herringbone or gridiron configuration in course, gravel-filled trenches that are in direct contact with the slab or foundation subbase. The excavation shall provide a minimum of 0.05 foot/foot slope to the gravel-filled trenches. The underdrain system(s) shall discharge to location(s) sufficiently downgradient of the building being drained and other nearby buildings in order so as not to exacerbate high water table problems.

E. Contribution to comprehensive drainage plan. In addition to any other requirement of this chapter, the developer may be required to participate in off-site storm drainage improvements in the drainage basin within which the proposed development is located. The specific off-site drainage improvements required shall be those specified by the Township Board of Supervisors.

F. Storm drain pipes and inlets. Except where alternative design approaches are recommended by the Township Engineer, a storm drain system shall be designed to collect water at any point where three to five cubic feet per second accumulates, at the bottom of all vertical grades, and immediately upgrade from all street intersections.

1. Design flow rate. Storm drain system(s), where provided, shall be designed to carry a twenty-five-year peak flow rate, and a fifty-year peak flow rate at the sump area. The design twenty-five-year peak flow rate into each inlet shall be indicated on the stormwater drainage plan.

2. Overflow system. An overflow system shall be provided to carry storm flow when the capacity of the storm drainpipe system is exceeded. The overflow system shall be of sufficient capacity to carry the difference between the one-hundred-year and the ten-year peak flow rates.

3. Inlet capacity.

   i. All inlets must be designed to accommodate the twenty-five-year peak flow rate. The capacity of all CM or S type inlets shall be determined from the following source:

      Commonwealth of Pennsylvania
      Department of Transportation
      Design Manual, Part 2
      Highway Design

   ii. The capacity of each inlet shall be indicated on the stormwater drainage plan.

   iii. All inlet boxes shall be prefabricated concrete. The pipe locations shall be precut.

   iv. All inlet grates shall be bicycle-safe grates.

   v. All inlet grates shall be flush with the top of the wearing course.

   vi. All inlet risers shall be prefabricated concrete.

G. Pipe.

1. All proposed piping material shall be either reinforced concrete or high density polyethylene. (HDPE)

2. Straight pipe sections. Wherever possible, all storm drain pipes shall be designed to follow straight courses. No angular deflections of storm sewer pipe sections in excess of 5° shall be permitted. No vertical curves shall be permitted in the storm drain pipe system.

3. Minimum grade and size. All storm drain pipes shall be designed to maintain a minimum grade of 1/2%. All storm pipes shall have a minimum inside diameter of 15 inches, except that pipes under 25 feet or more of fill, where permitted, shall not be less than 24 inches or a cross-sectional area of 453 square inches.

4. Pipe capacity. The capacity of all pipe culverts shall, as a minimum, provide the required carrying capacity as determined by the Manning's Equation and the following sources:

   United States Department of Commerce
   Bureau of Public Roads
   Hydraulic Engineering Circular No. 5
   Hydraulic Charts for the Selection of Highway Culverts
   United States Department of Commerce
   Bureau of Public Roads
   Hydraulic Engineering Circular No. 10
   Capacity Charts for the Hydraulic Design of Highway Culverts

5. Pipe arches. Where headroom is restricted, equivalent pipe arches may be used in lieu of circular pipes.

6. Allowable headwater depth. At all inlets or manholes, the maximum allowable headwater depth shall be one foot below the top of the inlet grate of the manhole cover.

7. Horizontal pipe deflections. A manhole or inlet shall be provided at all horizontal deflections in the storm pipe system exceeding 5°.

8. Minimum and maximum cover. A minimum of 18 inches of cover shall be maintained over all storm drain pipes. The top of storm drain pipes shall be at least 1/2 foot below subgrade elevation. The maximum cover over storm drainpipes shall be 10 feet except where, due to specific site conditions, approval of greater cover (fill) is recommended by the Township Engineer.

9. Diversion or runoff. All storm drain pipes shall be designed to carry stormwater runoff into detention, retention or infiltration facilities utilized to control the rate and volume of stormwater runoff.

10. The top of all inlet grating shall be designed to be sumped two inches from the road wearing surface.

H. Detention and retention facilities:

1. Maximum depth of detention or retention basins. The maximum depth of water in a detention or retention basin shall be two feet as a result of a two-year, twenty-four-hour storm event and five feet as a result of a one-hundred-year, twenty-four-hour storm event.

2. An acceptable outfall shall be provided at the outlet of all detention basins and shall not be permitted to discharge onto adjacent properties.

3. Emergency spillway. All stormwater flow into any permanent detention, retention or infiltration facility exceeding design capacity shall be handled by an emergency spillway. Whenever possible, any emergency spillway shall be constructed on undisturbed ground.

Emergency spillways for facilities which may attenuate more than three (3) feet of water, shall be paved with concrete monoslab pavers which shall run off the sides and down each side of the berm. All emergency spillways shall be constructed so that any earthen berms are protected against erosion. The minimum capacity of all emergency spillways shall be such that the combined capacity of the emergency spillway and the principal outfall provide for the passage of the peak flow rate from the one-hundred-year, twenty-four-hour storm event with a flow depth across the spillway not greater than one foot. The dimensions of the emergency spillways can be determined from the Environmental Protection Handbook - Chester County Conservation District. Emergency spillways shall extend along the upstream and downstream berm embankment slopes. For facilities which may attenuate more than three (3) feet of water, the top of the basin berm shall be set at an elevation a minimum of one foot above the proposed flow depth through the spillway. The downstream slope of the spillway shall, as a minimum, extend to the toe of any affected embankment. The emergency spillway shall not discharge directly over earthen fill and/or other easily erodible material.

4. Anti-seep collars. Anti-seep collars shall be installed around the principal pipe barrel within the normal saturation zone of the detention basin berms. The anti-seep collars and their connections to the pipe barrel shall be watertight. The anti-seep collars shall extend a minimum of two feet beyond the outside of the principal pipe barrel. The maximum spacing between collars shall be 14 times the minimum projection of the collar measured perpendicular to the pipe.

5. Slope of detention basin embankment. The maximum slope of earthen detention basin embankments shall be three to one. The top or toe of any slope shall be located a minimum of five feet from any property line. Whenever possible, the side slopes and basin shape shall be amendable to the natural topography. Straight side slopes and rectangular basins shall be avoided whenever possible.

6. Width and construction of berm. The minimum top width of detention basin berms which may attenuate greater than three (3) feet of water, shall be 10 feet. Berms shall be constructed of clay and shall have a key cut into virgin soil.

7. Slope of basin bottom. In order to insure proper drainage of the detention basin, except where infiltration is proposed within the floor of the basin, a minimum grade of 2% shall be maintained.

8. Energy dissipators. Energy dissipating devices (rip-rap, end sills, etc.) shall be placed at all basin outlets.

I. Grading standards for stormwater management facilities.

1. Cuts. No excavation shall be made with a cut face steeper than three horizontal to one vertical, except under the condition that the materials in which the excavation is made is sufficiently stable to sustain a slope of steeper than three horizontal to one vertical. A written statement to that effect is required from a civil engineer, licensed by the

Commonwealth of Pennsylvania, having experience in soils engineering and must be submitted to the Township Engineer and approved by him. The statement shall affirm that the site has been inspected and that the deviation from the slope should not result in injury to persons or damage to property. Retaining walls will be required if a stable slope cannot be maintained. Any retaining wall design must be approved by the Township Engineer. The toe of the slope or headwall of any cut must be located a minimum of five feet from property lines.

2. Fills. No fill shall be made which creates any exposed surfaces steeper in slope than three horizontal to one vertical, except where the fill is located so that settlement, sliding, or erosion will not result in property damage or be a hazard to adjoining property, streets, or buildings. A written statement is required from a civil engineer licensed by the Commonwealth of Pennsylvania having experience in soils engineering certifying that he has inspected the site and that any proposed deviation from the slope specified above should not endanger any property or result in property damage, and must be submitted to and approved by the Township Engineer.

3. A concrete or stone masonry wall designed and constructed in accordance with these specifications and standards may be required to support the face of the fill where the above specified slopes are exceeded.

4. The top of any fill or toe of the slope of any fill shall be located five feet from any property line.

5. Landscaping of storm drainage, retention and detention areas.

6. All storm drainage channels, retention areas, and detention basins, whether existing or proposed, shall be graded and planted with permanent vegetative cover acceptable to the Township and in a manner which effectively naturalizes such areas as an integral and harmonious part of the surrounding landscape.

7. Fence or screening. A fence or suitable vegetative screen shall be provided around all detention basins upon the recommendation of the Township Engineer. Fencing shall be required around all basins where water may attenuate greater than three (3) feet. All fencing shall be at least 3 1/2 feet in height. Where provided in lieu of fencing, vegetative screening shall be composed of shrubs intended to provide a barrier to access into the detention basin area, including, for example, Barberry (Barberis species), Eleagnus (Eleagnus species), Firethorn (Pyracantha species), or Rose (Rose species). This fencing or vegetative screening requirement shall be waived only with the expressed consent of the Board of Supervisors.

8. A minimum of six inches of topsoil material shall be placed on all areas affected by construction of detention basins (bottom of basin, side, slopes, top of berm, etc.). The material must meet the requirements of the Pennsylvania Department of Transportation, Form 408 Specification, as amended.

J. Culverts and drainage channels. Culverts shall generally be required at points of vehicular or pedestrian crossing over drainage channels receiving drainage from an area in excess of 2 1/2 acres.

1. Design flow standard. All culverts and drainage channels shall be designed to carry the flow rate resulting from a fifty-year, twenty-four-hour storm event (Soil Conservation Service, Technical Release No. 55).

2. Erosion prevention. All drainage channels shall be designed to prevent the erosion of the bed and bank areas. The flow velocity in all vegetated drainage channels shall not exceed three feet per second to prevent erosion. Suitable bank stabilization shall be provided where required to prevent erosion of the drainage channels, Where storm sewers discharge into existing drainage channels at an angle greater than 30° from parallel with the downstream channel flow, the far side bank shall be stabilized by the use of rip-rap or masonry, and/or concrete walls. The stabilization shall be designed to prevent erosion and frost heave under and behind the stabilizing media.

3. Maximum side slope. Any vegetated drainage channel requiring mowing of the vegetation shall have a maximum grade of three horizontal to one vertical on those areas to be mowed.

4. Design standard. Because of the critical nature of vegetated drainage channels, the design of all vegetated channels shall, as a minimum, conform to the design procedures outlined in the Chester County Conservation District Environmental Protection Handbook. Several acceptable sources outline procedures for nonvegetated drainage channels, including the following:

   Bureau of Public Roads
   Hydraulic Engineering Circular No. 5
   Hydraulic Charts for the Selection of Highway Culverts
   Federal Highway Administration
   Hydraulic Engineering Circular No. 13
   Hydraulic Design of Improved Inlets for Culverts

# ARTICLE IV – STORMWATER MANAGEMENT (SWM) SITE PLAN REQUIREMENTS

## Section 401. General Requirements

For any Regulated Activity, unless exempt per the provisions of Section 106:

A. Preparation and implementation of an approved SWM Site Plan is required.

B. No Regulated Activity shall commence until the Municipality issues written approval of a SWM Site Plan, which demonstrates compliance with the requirements of this Ordinance

and, if required, a letter of adequacy has been issued by the Conservation District for an Erosion and Sediment Control Plan.

C. The preliminary or final approval of subdivision and/or land development plans, and the issuance of any building or occupancy permit shall not proceed until the Applicant has received written approval of a SWM Site Plan from the Municipality.

D. The SWM Site Plan approved by the Municipality shall be on Site throughout the duration of the Regulated Activity.

**Section 402. SWM Site Plan Contents**

The SWM Site Plan shall consist of a general description of the project including items described in Section 304, calculations, maps, and plans. A note on the maps shall refer to the associated computations and Erosion and Sediment Control Plan by title and date. The cover sheet of the computations and Erosion and Sediment Control Plan shall refer to the associated maps by title and date. All SWM Site Plan materials shall be submitted to the Municipality in a format that is clear, concise, legible, neat, and well organized; otherwise, the SWM Site Plan shall not be accepted for review and shall be returned to the Applicant.

The following items shall be included in the SWM Site Plan:

A. General

1. A general description of the proposed project;

2. A listing of all regulatory approvals required for the proposed project and the status of the review and approval process for each. Final approval or adequacy letters must be submitted to the Municipality prior to (or as a condition of) the Municipality's issuing final approval of the SWM Site Plan. Proof of application or documentation of required permit(s) or approvals for the programs listed below shall be part of the SWM Site Plan, if applicable:

    a. NPDES Permit for Stormwater Discharges associated with Construction Activities;

    b. PADEP permits as needed:

        i. PADEP Joint Permit Application,

        ii. Chapter 105 (Dam Safety and Waterway Management),

        iii. Chapter 106 (Floodplain Management);

    c. PennDOT Highway Occupancy Permit;

    d. Erosion and Sediment Control Plan letter of adequacy; and

e. Any other permit under applicable State or Federal regulations.

3. A statement, signed by the Applicant, acknowledging that any revision to the approved SWM Site Plan shall be submitted to and approved by the Municipality, and that a revised Erosion and Sediment Control Plan shall be submitted to, and approved by, the Conservation District or Municipality (as applicable) for a determination of adequacy prior to construction of the revised features.

4. The following signature block signed and sealed by the qualified Licensed Professional responsible for the preparation of the SWM Site Plan:

> "I (name), on this date (date of signature), hereby certify to the best of my knowledge that the SWM Site Plan meets all design standards and criteria of the Upper Uwchlan Township Ordinance No. _____, Stormwater Management Ordinance." *[Note: include signature, name, discipline of professional license, and license stamp or seal here]*

5. The following signature block for the Municipality:

> "On behalf of [Municipality name], (Municipal official or designee), on this date [Signature date], has reviewed and hereby certifies to the best of my knowledge that the SWM Site Plan meets all design standards and criteria of the Municipal Ordinance No. [number assigned to ordinance]."

B. Maps or Plan Sheets

Map(s) or plan sheets of the Site shall be submitted on minimum twenty-four (24)-inch by thirty-six (36)-inch sheets and shall be prepared in a form that meets the requirements for recording at the Chester County Office of the Recorder of Deeds and the requirements of the Operation and Maintenance (O&M) Plan and O&M Agreement (Article VII). If the SALDO has additional or more stringent criteria than this Ordinance, then the SALDO criteria shall also apply. Unless otherwise approved by the Municipality, the contents of the maps or plan sheets shall include, but not be limited to:

1. A location map, with a scale of one (1) inch equals two thousand (2,000) feet or greater, showing the Site location relative to highways, municipal boundaries, or other identifiable landmarks.

2. The name of the project, tax parcel number(s), and the names, addresses and phone numbers of the owner of the property, the Applicant, and firm preparing the plan.

3. Signature and seal of the qualified Licensed Professional(s) responsible for preparation of the maps and plan sheets.

4. The date of SWM Site Plan submission and revision dates, as applicable.

5. A graphic and written scale of one (1) inch equals no more than fifty (50) feet.

6. A north arrow.

7. Legal property boundaries, including:

    a. The total project property boundary and size with distances marked to the nearest foot and bearings to the nearest degree.

    b. Boundaries, size and description of purpose of all existing easements and deed-restricted areas of the project property, with distances marked to the nearest foot and bearings to the nearest degree.

8. Existing natural resources and natural or man-made hydrologic features that are located within the Site or receiving discharge from, or that may otherwise be impacted by, the proposed Regulated Activity, including but not limited to:

    a. All existing natural resources, hydrologic features and drainage patterns including natural waterways, water bodies, wetlands, streams (intermittent and perennial), ponds, lakes, vernal pools, etc., natural infiltration areas and patterns, areas of significant natural evapotranspiration, and other water features and aquatic resources.

    b. Any existing man-made drainage features, BMPs, Conveyances, facilities, open channels, swales, drainage patterns, or other flood, stormwater or drainage control features.

    c. For the Site, discharge points and locations of concentrated flows and their drainage areas.

    d. For named waters, show names and their watershed boundaries within the Site.

    e. Special management areas (as per Subsection 301.Q).

    f. For the water bodies, streams and wetlands identified in Subsection 402.B.8.a, label or otherwise show the following attributes, if applicable:

        i. The Designated Use as determined by PADEP (25 PA Code Chapter 93);

        ii. Impairments listed on the PADEP "Integrated List" (as updated) and the listed source and cause of impairment;

        iii. Name, date, and target pollutant(s) for any approved Total Maximum Daily Load (TMDL); and

        iv. Drainages to water supply reservoirs.

g. Areas that are part of the Pennsylvania Natural Diversity Inventory (PNDI) and a list of potential impacts and clearances received (for Regulated Activities involving one (1) acre or more proposed Earth Disturbance).

h. Woods, vegetated riparian buffers and other areas of natural vegetation.

i. Topography using contours (with elevations based on established bench marks) at intervals of two (2) feet. In areas of slopes greater than fifteen (15) percent, five (5) foot contour intervals may be used. The datum used and the location, elevation and datum of any benchmarks used shall be shown.

j. Areas classified by the Municipality as steep slopes.

k. Soil names and boundaries, general type of soils with Hydrologic Soil Group noted, and in particular note areas most conducive to infiltration BMPs, such as groups A and B, etc., estimated permeabilities in inches per hour, and location and other results of all soil tests and borings.

l. If present, areas with underlying carbonate geologic units, existing sinkholes, subsidence or other karst features, and any associated groundwater recharge areas with increased vulnerability to contamination.

m. Any contaminated surface or subsurface areas of the Site.

n. Water supply wells –

   i. Location of existing well(s) on the project property and delineation of the(ir) recharge area(s) (if known), or a fifty (50) foot diameter assumed recharge area;

   ii. Location of existing well(s) within fifty (50) feet beyond the boundary of the project property boundary (if public water supply is proposed for the Regulated Activity); and

o. Current FEMA one hundred (100)-year floodplain boundaries, elevations, and Floodway boundaries for any Special Flood Hazard Areas on or within one hundred (100) feet of the property.

p. Boundaries of riparian buffer(s) as required by Chapter 162-55.D.

q. Boundaries of a seventy-five (75) foot construction non-disturbance buffer to protect streams (intermittent and perennial), wetlands and other water bodies during construction of the proposed Regulated Activity.

9. Location of the proposed Regulated Activity, limits of Earth Disturbance (Disturbed Area), and BMPs and Conveyances relative to the location of existing natural resources

and hydrologic features and special management areas resulting from the Site design process of Section 304.

10. Description of existing and proposed ground cover and land use including the type and total area.

11. Existing and proposed man-made features including roads, paved areas, buildings, and other Impervious and Pervious Surfaces on the project property (or an appropriate portion of the property as determined in consultation with the Municipality) and within the proposed Disturbed Area, and including the type and total area of the following:

    a. Existing Impervious Surfaces installed after December 23, 2013;

    b. Existing Impervious Surfaces proposed to be replaced;

    c. Existing Impervious Surfaces to be permanently removed and replaced with pervious ground cover;

    d. New or additional Impervious Surfaces; and

    e. Percent of the Site covered by Impervious Surfaces for both the existing and proposed Post-construction conditions.

12. The total extent of the upstream area draining through the Site.

13. All BMPs, Conveyances and other stormwater management facilities shall be located on the plan sheets, including design drawings, profile drawings, construction details, materials to be used, description of function, etc.

14. Complete delineation of the flow paths used for calculating the time of concentration for the Predevelopment and Post-construction conditions shall be included.

15. The locations of all existing and proposed utilities, sanitary sewers, on-lot wastewater facilities (including subsurface tanks and leach fields), and water supply lines within the Site and within fifty (50) feet beyond the proposed limits of Earth Disturbance.

16. A grading plan, including all areas of proposed Earth Disturbance and the proposed Regulated Activity and delineating the boundary or limits of Earth Disturbance of the Site. The total Disturbed Area of the Site shall be noted in square feet and acres.

17. Proposed final grade elevations and contours at intervals of two (2) feet. In areas of steep slopes (greater than fifteen (15) percent), five (5)-foot contour intervals may be used.

18. For each proposed BMP and Conveyance included in the SWM Site Plan (including any to be located on any property other than the property being developed by the Applicant), the following shall be included on the SWM Site Plan map or plan sheets:

a. Identification of the person responsible for ongoing inspections, operation, repair, and maintenance of the BMP or Conveyance after completion of construction.

b. Delineation of the land area, structures, Impervious Surfaces, and Conveyances draining to and from the BMP or Conveyance.

c. Easements, as per the requirements of Article VII, that shall include:

   i. Boundaries labeled with distances shown in feet and bearings to the nearest degree;

   ii. Notes or other documentation, as needed, to grant the Municipality the right of access to all BMPs and Conveyances for the purposes of inspection and enforcement of the requirements of this Ordinance, and any applicable O&M Plans and O&M Agreements;

   iii. Notes or other documentation, as needed, to grant the Municipality the right of access to all roadways necessary to access all BMPs and Conveyances, where roadways are not to be dedicated to the Municipality;

   iv. Notes or other documentation as needed to grant the owner of any BMP or Conveyance the right of access for the purpose of inspection, operation, maintenance, and repair of the BMP or Conveyance that is to be owned, operated and maintained by a person other than the Municipality, and other than the owner of the property on which the BMP or Conveyance is located;

   v. A minimum twenty (20) foot wide perimeter (or other width as determined in consultation with the Municipality) around all BMPs and Conveyances;

   vi. Sufficient vehicular ingress to and egress from a public right-of-way or roadway, as determined in consultation with the Municipality; and

   vii. Accompanying notes or other documentation as needed, and in accordance with Article VII describing the type, purpose and total area of easements, who the easement is granted to, and the rights, duties and obligations of the parties with respect to every BMP or Conveyance.

d. Boundaries of land areas (if any) for which deed restrictions are required for the purpose of protecting and prohibiting disturbance to a BMP or Conveyance, indicating the area to which the restriction applies with distances shown in feet and bearings to the nearest degree, and a written description of the type, purpose and nature of the restriction.

e. Other items that may be needed to comply with all other requirements of Article VII.

C. A written description of the following information shall be included in the SWM Site Plan:

1. Existing features, conditions, natural resources, hydrologic features, and special management areas (as listed in Subsection 402.B.8);

2. How the Site design achieves the requirements of Section 304, and if applicable, where they could not be achieved and why;

3. The overall stormwater management design concept for the project and how the Site design achieves the requirements of Sections 301 through 311 of Article III;

4. Proposed features and conditions, proposed erosion and sediment control features, proposed BMPs, Conveyances, and any other stormwater facilities;

5. A description of the effect of the project (in terms of flow alteration and runoff volumes, water quality and peak flows, etc.) on existing natural resources, hydrologic features and special management areas, adjacent and downgradient properties, and any existing municipal or other stormwater Conveyance system(s), that may be affected by or receive runoff from the Regulated Activity (whether located within or outside of the area of the Regulated Activity), and specifics of how erosion, water quality and flow impacts will be avoided or otherwise mitigated;

6. Proposed nonpoint source pollution controls and justification and confirmation that the proposed project will not result in any increased pollutant loadings to any existing stream or stream impairment identified by PADEP, or to any receiving water body;

7. Expected project time schedule; and

8. Description of construction stages or project phases, if so proposed.

D. A detailed Site evaluation conducted by a qualified Licensed Professional for projects proposed in areas of carbonate geology or karst topography, and other environmentally sensitive areas, such as contaminated sites and brownfields, as described in Subsections 301.O and 301.R of this Ordinance.

E. Stormwater runoff design computations and documentation, such as hydrologic, hydraulic, and structural computations, assumptions, BMP loading ratios, etc., consistent with the guidelines and criteria presented in the PA BMP Manual (as amended) or other guidance acceptable to the Municipality, and used in the design of the BMPs, Conveyances and other features proposed to be utilized for stormwater management, or as otherwise necessary to demonstrate that the requirements of this Ordinance have been met, specifically including the requirements in Sections 301 and 304 through 309.

F. Inspections, Operation and Maintenance Requirements

The following documents shall be prepared and submitted to the Municipality for review and approval as part of the SWM Site Plan, in accordance with the requirements of Article VII,

for each BMP and Conveyance included in the SWM Site Plan (including any to be located on any property other than the property being developed by the Applicant):

1. An O&M Plan;

2. An O&M Agreement;

3. Any easement agreements that are needed to ensure access, inspection, maintenance, operation, repair and permanent protection of any permanent BMP(s) and Conveyances associated with the Regulated Activity;

4. Any written deed, deed amendment or equivalent document (if needed) to be recorded against a subject property, as shown on the SWM Site Plan maps or plan sheets, or recorded plan sheets for the purpose of protecting and prohibiting disturbance to a BMP or Conveyance; and

5. Written approval, easement agreements, or other documentation for discharges to adjacent or downgradient properties when required to comply with Subsection 301.G and Article VII of this Ordinance.

G. An Erosion and Sediment Control Plan, where applicable, as prepared for and submitted to the Conservation District and/or Municipality. A letter of adequacy from the Conservation District, if applicable, must be submitted to the Municipality prior to (or as a condition of) the Municipality's final approval of the SWM Site Plan.

H. A Highway Occupancy Permit from the Pennsylvania Department of Transportation (PennDOT) District Office must be submitted to the Municipality prior to (or as a condition of) the Municipality's final approval of the SWM Site Plan when utilization of a PennDOT storm drainage system is proposed.

**Section 403. SWM Site Plan Submission**

A complete SWM Site Plan that complies with all applicable provisions of Section 402 shall be submitted to the Municipality for review and approval, as follows:

A. The SWM Site Plan shall be coordinated with the applicable State and Federal permit process and the Municipal SALDO review process. All permit approvals or letters of adequacy not yet received by the Applicant at the time of submittal of the SWM Site Plan to the Municipality must be submitted to the Municipality prior to (or as a condition of) the Municipality's final approval of the SWM Site Plan.

B. For projects that require SALDO approval, the SWM Site Plan shall be submitted by the Applicant as part of the preliminary plan submission where applicable for the Regulated Activity.

C. For Regulated Activities that do not require SALDO approval, the SWM Site Plan shall be submitted by the Applicant for review in accordance with instructions from the Municipality.

D. The number of copies of the SWM Site Plan to be submitted by the Applicant for review shall be in accordance with instructions from the Municipality.

E. The corresponding review fee shall be submitted to the Municipality simultaneously with the SWM Site Plan, per the Municipality's fee schedule.

F. Any submissions to the Municipality that are found to be incomplete shall not be accepted for review and shall be returned to the Applicant within thirty (30) days, with a notification in writing of the specific manner in which the submission is incomplete.

G. Financial security, per the requirements of Section 110, shall be submitted to the Municipality prior to approval of the SWM Site Plan.

**Section 404. SWM Site Plan Review**

A. The SWM Site Plan shall be submitted to the Municipality for review by the Municipal Engineer for consistency with this Ordinance and the respective PA Act 167 Stormwater Management Plan(s). The Municipal Engineer will review the SWM Site Plan for any subdivision or land development for compliance with this Ordinance and the Municipal SALDO provisions not otherwise superseded by this Ordinance.

B. If applicable, the Applicant shall have received a "letter of adequacy" from the Conservation District or other PADEP approval for the proposed Regulated Activity prior to (or as a condition of) final approval by the Municipality.

C. The Municipal Engineer will notify the Applicant and the Municipality in writing, within forty-five (45) calendar days, whether the SWM Site Plan is consistent with the requirements of this Ordinance. If the SWM Site Plan involves a subdivision and land development Plan, the notification shall occur within the time period allowed by the MPC (as amended). If a longer notification period is provided by other statute, regulation, or ordinance, the Applicant will be so notified by the Municipality.

1. If the Municipal Engineer determines that the SWM Site Plan is consistent with this Ordinance, the Municipal Engineer shall forward a letter of consistency to the Municipality, who shall then forward a copy to the Applicant.

2. The Municipality may approve the SWM Site Plan with conditions reasonably defined to make the SWM Site Plan compliant with the terms of this Ordinance, and, if so, shall provide the conditions for approval in writing.

3. If the Municipal Engineer determines that the SWM Site Plan is inconsistent or noncompliant with this Ordinance, the Municipal Engineer will forward a letter to the Municipality, with a copy to the Applicant citing the reason(s) and specific Ordinance

sections for the inconsistency or noncompliance. Inconsistency or noncompliance may be due to inadequate information to make a reasonable judgment as to compliance with this Ordinance. Any SWM Site Plans that are inconsistent or noncompliant may be revised by the Applicant and resubmitted in accordance with Section 406 when consistent with this Ordinance. Resubmission will commence a new municipal review and notification time period.

D. The Municipality will not grant final approval to any proposed subdivision, land development, or Regulated Activity specified in this Ordinance if the SWM Site Plan has been found to be inconsistent with this Ordinance.

E. All required permits from PADEP shall be obtained and submitted to the Municipality prior to (or as a condition of) final approval of any proposed subdivision, land development, or other Regulated Activity by the Municipality.

F. No building permits for any Regulated Activity will be approved by the Municipality if the SWM Site Plan has been found to be inconsistent with this Ordinance, as determined by the Municipality. All required permits from PADEP shall be obtained prior to issuance of a building permit.

G. The Municipality's approval of a SWM Site Plan shall be valid for a period not to exceed five (5) years commencing on the date that the Municipality approved the SWM Site Plan. If stormwater management facilities included in the approved SWM Site Plan have not been constructed, or if constructed, As-Built Plans of these facilities have not been approved within this five (5) year time period, then the Applicant may seek reinstatement of approval of the expired SWM Site Plan. If the Municipality determines that the expired SWM Site Plan is consistent and compliant with current regulations and requirements, then the expired SWM Site Plan will be reinstated; otherwise, it will be rejected. The Applicant will be prohibited from conducting any Regulated Activity until a reinstated or newly approved SWM Site Plan is obtained in accordance with Section 406 of this Ordinance.

H. All or portions of the final approved SWM Site Plan shall be recorded (as "recorded plans") per the instructions of the Municipality.

I. Upon completion of construction, the Applicant shall be responsible for completing final As-Built Plans of all BMPs, Conveyances, or other stormwater management facilities included in the approved SWM Site Plan as per the requirements of Section 502 of this Ordinance.

**Section 405. Revision of SWM Site Plans**

A. A submitted SWM Site Plan under review by the Municipality shall be revised and resubmitted for any of the following reasons:

1. A change in stormwater management BMPs, Conveyances, facilities or techniques;

2. Relocation or redesign of stormwater management BMPs, Conveyances, or facilities; or

3. Soil or other Site conditions are not as stated on the SWM Site Plan as determined by the Municipality, and the new conditions necessitate design changes.

The revised SWM Site Plan shall be resubmitted in accordance with Section 403 and subject to review as specified in Section 404 of this Ordinance.

B. A revision to an approved SWM Site Plan shall be submitted to the Municipality, accompanied by the applicable municipal review fee.

**Section 406. Resubmission of Inconsistent or Noncompliant SWM Site Plans**

Any SWM Site Plan deemed inconsistent or noncompliant may be revised and resubmitted with the revisions addressing the Municipality's concerns documented in writing. The submission shall be addressed to the Municipality in accordance with Section 403 of this Ordinance, distributed accordingly, and be subject to review as specified in Section 404 of this Ordinance. The applicable municipal review fee shall accompany a resubmission of a SWM Site Plan previously determined to be inconsistent or noncompliant.

## ARTICLE V – PERFORMANCE AND INSPECTION OF REGULATED ACTIVITIES, AND FINAL AS-BUILT PLANS

**Section 501. Performance and Inspection of Regulated Activities**

A. All Regulated Activities shall be conducted, operated and maintained in accordance with the requirements set forth in Articles III, VII, and VIII of this Ordinance. When a SWM Site Plan is required by this Ordinance, all Regulated Activities shall be performed in accordance with the requirements of the final approved SWM Site Plan.

B. The Municipality or other municipal designee shall be provided access to the Site to inspect all phases of the erosion and sediment control measures and installation of the permanent BMPs and Conveyances at such times as deemed appropriate by the Municipality or other municipal designee.

C. Periodic inspections may be made by the Municipality or other designee during construction. A set of design plans approved by the Municipality shall be on file and available for viewing at the Site throughout the duration of the construction activity.

D. Inspections, including but not limited to a final inspection, of all constructed BMPs, Conveyances, or other stormwater facilities, and related improvements may be conducted by the Municipality or other designee to confirm compliance with this Ordinance and with the final approved SWM Site Plan prior to the issuance of any occupancy permit, use permit, or other form of final approval of the project by the Municipality.

E. Upon completion of construction, every permanent stormwater BMP, Conveyance or other Stormwater Management Facility constructed or used as part of the Regulated Activity shall be operated, maintained and inspected by the Landowner, or other designated person, in accordance with the O&M Plan and O&M Agreement approved by the Municipality.

F. The Municipality or its designee may periodically inspect any permanent stormwater BMP, Conveyance or Stormwater Management Facility for compliance with this Ordinance, an approved O&M Plan, or an approved O&M Agreement, per the provisions of Article IX. The Municipality may inspect at any time it has reason to believe a violation exists. The Municipality may pursue enforcement for violations consistent with the provisions of Article IX.

**Section 502. Final As-Built Plans**

A. For Regulated Activities involving one (1) acre or more of Earth Disturbance, the Applicant shall provide to the Municipality final As-Built Plans (signed and sealed by a qualified Licensed Professional) of all BMPs, Conveyances, other stormwater facilities, and related improvements shown in the final approved SWM Site Plan.

B. The final As-Built Plans shall include the following for all BMPs, Conveyances, other stormwater facilities and related improvements:

1. The location, elevations, dimensions, and as-built conditions of all BMPs, Conveyances, other stormwater facilities, and related improvements including topographic contours and all typical details for storm drainage and conveyance systems, stormwater management facilities and Impervious Surfaces (existing, proposed, or constructed) included in the approved SWM Site Plan. The latitude and longitude coordinates for all permanent SWM BMPs must also be submitted at the central location of the BMPs; and

2. Explanation of any discrepancies or variations from the final approved SWM Site Plan, other related approved construction plans, calculations and specifications (and approved revisions thereto).

C. The final As-Built Plans shall be signed and sealed by a qualified Licensed Professional.

D. All areas of the Regulated Activity draining to BMPs must be stabilized prior to submittal of the As-Built Plans.

E. After receipt of the As-Built Plans by the Municipality, the Municipality or its designee may review the As-Built Plans for consistency with this Ordinance, the final approved SWM Site Plan, other related approved construction plans, and subsequent approved revisions thereto, as well as actual conditions at the Site, and the Municipality may conduct a final inspection, as per Subsection 501.D.

F. The As-Built Plans must be received, reviewed and determined to be acceptable by the Municipality prior to:

1. Close out of the drainage permit or other close out of the project by the Municipality;

2. Release of the financial security or other performance guarantee; and

3. Dedication of the stormwater facilities to the Municipality, or conveyance to a homeowners association, or other person responsible for operation, maintenance and repair.

G. Final occupancy permit(s) or Use Permit or other final approval to use or operate the constructed improvement may not be issued by the Municipality until the final As-Built Plans have been accepted.

H. Upon final acceptance of the final As-Built Plans by the Municipality, the Applicant shall review and, if required by the Municipality, revise and re-record the O&M Plan and the O&M Agreement to reflect the final as-built conditions and information for each permanent BMP or Conveyance, in accordance with the requirements of Article VII.

I. All or portions of the final As-Built Plans shall be recorded if required by the Municipality.

## ARTICLE VI – FEES AND EXPENSES

### Section 601. Municipality SWM Site Plan Review and Inspection Fees

Fees have been established by the Municipality as adopted by the Township approved Schedule of Fees or as otherwise allowed by law to defray plan review and construction inspection costs incurred by the Municipality. All fees listed in Subsection 602.A shall be paid by the Applicant at the time of SWM Site Plan submission.

A review and inspection fee schedule has been established by resolution of the municipal Governing Body based on the size of the Regulated Activity and based on the Municipality's costs for reviewing SWM Site Plans, O&M Plans and Agreements and As-Built Plans, and conducting inspections pursuant to Section 501. The Municipality shall periodically update the review and inspection fee schedule to ensure that review costs are adequately reimbursed.

### Section 602. Expenses Covered by Fees

A. The fees required of the Applicant by this Ordinance shall at a minimum cover:

1. Administrative costs;

2. The review of the SWM Site Plan by the Municipality, the Municipal Engineer and other municipal consultants;

3. Coordination and meetings with the Applicant;

4. The inspection of erosion and sediment control measures, BMPs, Conveyances and other related improvements during construction;

5. Review of project communications, reports, and additional supporting information;

6. Other Site inspections;

7. The final inspection upon completion of the BMPs, Conveyances, and other stormwater management facilities and related improvements presented in the SWM Site Plan; and

8. Review of final As-Built Plan submission and revised calculations, and inspections as needed.

B. The Applicant shall also reimburse all expenses incurred by the Municipality for any additional work or municipal consultant fees required to enforce any permit provisions regulated by this Ordinance, correct violations, and ensure proper completion of remedial actions.

## ARTICLE VII – OPERATION AND MAINTENANCE (O&M) RESPONSIBILITIES AND EASEMENTS

### Section 701. General Requirements for Protection, Operation and Maintenance of Stormwater BMPs and Conveyances

The following shall apply to all Regulated Activities in accordance with the requirements of the subsequent sections of this Article VII.

A. Continuing operations and maintenance responsibilities of all permanent BMPs, Conveyances, or other stormwater management facilities shall be reviewed and approved by the Municipality along with the SWM Site Plan. The Municipality may require an offer of a dedication of such facilities as part of the requirements for approval of the SWM Site Plan. Such a requirement is not an indication that the Municipality will accept the facilities. The Municipality reserves the right to accept or reject the operations and maintenance responsibility for any portion of or all of the BMPs, Conveyances or other stormwater controls and facilities.

B. An Operation and Maintenance (O&M) Plan shall be submitted to the Municipality for review and approval for all existing and proposed permanent BMPs and man-made Conveyances or other stormwater facilities identified in the SWM Site Plan. Multiple BMPs or Conveyances may be addressed by a combined O&M Plan where all such facilities are similar in O&M requirements and ownership.

C. The O&M Plan(s) and O&M Agreement(s) shall name the person identified in the SWM Site Plan who shall be the owner of and be responsible for ongoing inspections, operation, repair, and maintenance of each BMP or Conveyance following completion of construction.

D. For any BMP or man-made Conveyance (including any to be located on any property other than the property being developed by the Applicant) to be owned by a person other than the Municipality:

1. An O&M Agreement shall be submitted to the Municipality for review and approval; and

2. The O&M Plan shall be attached to, incorporated within, and recorded as a public record along with a fully executed O&M Agreement, all of which shall be recorded as a restrictive covenant that runs with the land and shall be binding upon the Landowner and any heirs, administrators, successors in interest or assigns of the Landowner.

E. The following shall be provided for all BMPs and Conveyances (including any to be located on any property other than the property being developed by the Applicant) by an O&M or other agreement or by otherwise establishing covenants, easements, deed restrictions, or by dedication to the Municipality:

1. Permanent protection of the BMP or Conveyance from disturbance or alteration;

2. Right of entry and access for the Municipality for inspection and enforcement of this Ordinance (including Subsection 903.G) and any applicable O&M Plan or O&M Agreement; and

3. Right of entry and access for the person owning the BMP or Conveyance and responsible for fulfilling the O&M requirements when that person is not the Municipality and is different from the owner of the property on which the BMP or Conveyance is located (such as may be applicable for Subsection 301.G of this Ordinance).

F. All O&M and other agreements, covenants, easements and deed restrictions shall:

1. Be submitted to the Municipality for review and approval;

2. Be recorded as a public record, upon approval, against each parcel(s) which is part of the SWM Site Plan or otherwise contains any BMP or Conveyance comprising part of the Regulated Activity which is the subject of an O&M Agreement; and

3. Run with the land and be binding upon the Landowner, its heirs, administrators, successors in interest, and assigns.

G. The materials, documents and content required by this Article VII may be prepared in conjunction with and incorporated with similar materials, documents and content required for other permit or approval applications, such as those required by PADEP for the Post Construction Stormwater Management Plan.

**Section 702. Operation and Maintenance Plans**

The following items shall be included in the O&M Plan, unless otherwise approved by the Municipality:

A. A plan sheet(s) or map(s) showing each BMP and man-made Conveyance and which shall include, but not be limited to:

1. Property(ies) identification (owner name and address; and property address and/or lot and/or tax parcel number, etc.), property boundaries and tax parcel number of the land parcel on which the BMP or Conveyance is located.

2. Name, address, phone number, date prepared, signature and seal of the Licensed Professional responsible for preparation of the plan sheet or map.

3. Clear identification of the location, dimensions, and function of each BMP or Conveyance covered by the O&M Plan.

4. The location of each BMP and Conveyance relative to roadways, property boundaries, or other identifiable landmarks and existing natural drainage features such as streams, lakes, ponds, or other bodies of water within the immediate vicinity of, or receiving discharge from, the BMP or Conveyance.

5. Delineation of the land area, structures, Impervious Surfaces and Conveyances draining to and from the BMP.

6. Representative elevations and/or topographic contours at intervals of two (2) feet, or other as acceptable to the Municipality.

7. Other features including FEMA floodplain and floodway boundaries, sinkholes, etc. located within the immediate proximity of each BMP and Conveyance.

8. Locations of areas of vegetation to be managed or preserved that function as a BMP or Conveyance.

9. The locations of all surface and subsurface utilities, on-lot waste water facilities, sanitary sewers, and water lines within twenty (20) feet of each BMP or Conveyance.

10. The following as it pertains to any easements, covenants and deed restrictions established for each applicable BMP or Conveyance:

    a. Boundaries delineated with bearings and distances shown that encompass the BMP or Conveyance and that includes a twenty (20) foot perimeter area surrounding these features and sufficient vehicular ingress to and egress from a public right-of-way and roadway;

b. Labels specifying the type and purpose of the easement, covenant, or deed restriction and who it benefits; and

c. Labels with reference to any corresponding easement agreement, covenant, deed restriction or other document to be recorded.

11. The plan sheet or map shall be prepared at sufficient scale for municipal review, and ultimately for the use by the person responsible for operation and maintenance, and shall also be prepared at a legible scale that meets the requirements for recordation along with (and as an attachment to) the O&M Agreement and O&M Plan at the Chester County Office of the Recorder of Deeds.

B. The following information shall be included in the O&M Plan and written in a manner consistent with the knowledge and understanding of the person who will be responsible for the maintenance activities:

1. The name and address of the following:

a. Property(ies) on which each BMP or Conveyance is located;

b. Owner of the property;

c. Owner of each stormwater BMP or Conveyance who is responsible for implementation of the O&M Plan;

d. Person responsible for maintaining adequate liability insurance and payment of taxes; and

e. Person preparing the O&M Plan.

2. A description of each BMP and Conveyance and how the BMPs and Conveyances are intended to function.

3. A description of actions necessary to operate, inspect, and maintain each BMP or Conveyance, including but not limited to:

a. Lawn care, vegetation maintenance, landscaping and planting;

b. Clean out of accumulated debris and sediment (including from grates, trash racks, inlets, etc.); and

c. Other anticipated periodic maintenance and repair.

4. The following statement shall be included:

> *"The Landowner acknowledges that, per the provisions of the Municipality's Stormwater Management Ordinance, it is unlawful to modify, remove, fill, landscape, alter or impair the effectiveness of, or place any structure, other vegetation, yard waste, brush cuttings, or other waste or debris into any permanent stormwater management BMP or Conveyance described in this O&M Plan or to allow the BMP or Conveyance to exist in a condition which does not conform to this O&M Plan, without written approval from the Municipality."*

5. Inspection and maintenance schedules.

6. Explanation of the purpose and limitations of any easements, covenants, or deed restrictions associated with any BMP or Conveyance that are to be recorded against the property.

C. A statement that no BMP or man-made Conveyance may be used by the owner or others for any purpose other than its intended stormwater control function, or, if approved by the Municipality, a statement of specific allowable uses of the BMP (i.e., recreational benefits that maybe associated with certain BMPs owned by a homeowners association, or allowable uses by an individual residential Landowner).

D. A statement that establishes a reasonable time frame for remedy of deficiencies found by the owner during their inspections.

E. Language needed to fulfill the requirements of Subsections 705.B, 705.C, and 705.D of this Ordinance.

**Section 703. Operation and Maintenance Agreements**

A. An O&M Agreement shall be required for any BMP or man-made Conveyance to be owned by a person other than the Municipality, and the Agreement shall:

1. Be between the owner of the BMP or Conveyance and the Municipality, and shall be substantially the same as the O&M Agreement in Appendix E;

2. Incorporate the approved O&M Plan(s) for all BMPs or Conveyances to be covered by the O&M Agreement;

3. Set forth the rights, duties and obligations of the owner of the BMP or Conveyance and the Municipality, and be consistent with the approved O&M Plan(s);

4. Be recorded as a deed restriction or restrictive covenant that runs with the land and shall be binding upon the Landowner, its heirs, administrators, successors in interest, and assigns;

5. Be submitted to the Municipality for review prior to approval of the SWM Site Plan;

6. Upon approval by the Municipality, be signed by the designated owner of the BMP or Conveyance and submitted for signature by the Municipality; and

7. When fully executed, be recorded by the Landowner at the Chester County Office of the Recorder of Deeds following municipal approval of the O&M Plan and prior to the start of construction.

B. Other items or conditions may be required by the Municipality to be included in the O&M Agreement where determined necessary by the Municipality to guarantee the satisfactory operation and maintenance of all permanent BMPs and Conveyances.

C. After approval of the final As-Built Plans per the requirements of Article V, the Applicant shall review and, if necessary and if required by the Municipality, revise and re-record the O&M Plan and O&M Agreement to reflect the final as-built conditions of each BMP and Conveyance if different from the information included in the original recorded documents.

**Section 704. Easements and Deed Restrictions**

A. Easements shall be established in connection with any Regulated Activity for all permanent BMPs and Conveyances that will not be dedicated to or otherwise owned by the Municipality, (including any to be located on any property other than the property being developed by the Applicant), and shall:

1. Include all land area occupied by each BMP or Conveyance;

2. Include a twenty (20) foot wide perimeter (or other width as determined in consultation with the Municipality) surrounding the feature(s);

3. Provide sufficient vehicular ingress and egress from a public right-of-way and roadway;

4. Permanently protect every BMP and Conveyance from disturbance or alteration where not otherwise protected by a recorded O&M Agreement, covenant, deed restriction or other means;

5. Grant the Municipality the right, but not the duty, to access every BMP and Conveyance from a public right-of-way or public roadway to conduct periodic inspections and to undertake other actions that may be necessary to enforce the requirements of this Ordinance, or of any applicable O&M Plan or O&M Agreement; where roadways will not be dedicated to the Municipality, the Municipality shall be granted access to the private roadways as necessary to access every BMP and Conveyance;

6. Grant the owner of each BMP and Conveyance the right to access, inspect, operate, maintain, and repair the BMP or Conveyance when the feature is to be owned, operated

and maintained by a person other than the Municipality and other than the owner of the parcel on which it is located;

7. Be shown, with bearings and distances noted, on the SWM Site Plan map/plan sheets, O&M Plan map/plan sheets, final As-Built Plans, and be signed and sealed by a qualified Licensed Professional;

8. Include language legally sufficient to ensure that the easement shall run with the land and bind the Landowner granting the easement, its heirs, administrators, successors in interest and assigns, into perpetuity; and

9. Be recorded at the Chester County Office of the Recorder of Deeds following municipal approval and prior to the start of construction.

B. For any BMP or Conveyance to be owned by a person other than the Municipality or the Landowner owning the parcel upon which a BMP or Conveyance is located, an easement agreement shall be prepared and executed between the Landowner and the owner of the BMP or Conveyance which shall:

1. Describe the ownership interests of all parties to the easement agreement, including the ownership of the BMP or Conveyance;

2. Include a written legal (metes and bounds) description of the easement area, with reference to a recorded plan sheet showing the legal boundaries of the easement area (or an accompanying plan sheet/map), signed and sealed by a qualified Licensed Professional;

3. Grant an easement from the Landowner to the owner of each BMP and Conveyance, establishing the right and obligation to occupy, access, inspect, operate, maintain, and repair the BMP or Conveyance;

4. Include a description of the purpose of the easement and the responsibilities of the parties involved;

5. Incorporate by reference or be recorded with, the corresponding O&M Plan and O&M Agreement;

6. Restrict the Landowner's use of the easement area of the parcel on which the BMP or Conveyance is located, consistent with the rights granted to the owner of the BMP or Conveyance;

7. Be submitted to the Municipality for review and approval prior to approval of the SWM Site Plan;

8. Upon approval by the Municipality, be signed by the owner of the BMP(s) or Conveyance(s) and the Landowner and submitted for signature by the Municipality;

9. Include language legally sufficient to ensure that the easement will run with the land affected by the easement and that the easement agreement is binding upon the parties to the easement agreement, their heirs, administrators, successors in interest and assigns, into perpetuity;

10. Contain additional provisions or information as required by the Municipality; and

11. When fully executed, be recorded by the Landowner at the Chester County Office of the Recorder of Deeds against all parcels affected by the terms of the easement agreement, within ninety (90) days of the Municipality's approval of the corresponding O&M Plan.

C. For any BMP or Conveyance which is designed to receive runoff from another parcel or parcels and which is owned by the Landowner of the parcel upon which the BMP or Conveyance is located, in addition to any easement or easement agreement required pursuant to Subsection 704 A. or B., an easement agreement shall be prepared and executed between the Landowner of the parcel or parcels draining to the BMP or Conveyance and the owner of the BMP or Conveyance. This easement agreement shall:

1. Describe the ownership interests of all parties to the easement agreement, including the ownership of all affected parcels and of the BMP or Conveyance;

2. Provide for the grant of a drainage easement from the owner of the BMP or Conveyance to the Landowner of the parcel(s) draining to the BMP, which shall extend from the shared parcel boundary(ies) to the receiving BMP and shall include the connecting flow path(s) or Conveyance;

3. Include a written legal (metes and bounds) description of the easement area, with reference to a recorded plan sheet showing the legal boundaries of the easement area (or an accompanying plan sheet/map), signed and sealed by a Licensed Professional.

4. Incorporate by reference or be recorded with the corresponding O&M Plan and O&M Agreement;

5. State that the purpose of the easement agreement is to ensure the continuous right of the discharging parcel to discharge onto the parcel containing the BMP and into the BMP or Conveyance;

6. Restrict the BMP or Conveyance owner's use of the easement area of the parcel upon which the BMP or Conveyance is located, consistent with the purpose of the easement granted;

7. Establish the duty and responsibility of the Landowner of the parcel or parcels draining to the BMP or Conveyance to maintain the existing drainages on the discharging parcel or parcels as designed and constructed to discharge to the receiving BMP;

8. Include language legally sufficient to ensure that the easement will run with the land and will bind all parties to the easement agreement, their heirs, administrators, successors in interest and assigns, into perpetuity;

9. Be submitted to the Municipality for review and approval prior to approval of the SWM Site Plan;

10. Contain all additional provisions or information as the Municipality may require upon review; and

11. Be executed by the parties to the easement agreement and recorded at the Chester County Recorder of Deeds Office against the draining parcel(s) and the parcel upon which the BMP or Conveyance is located within ninety (90) days of the Municipality's approval of the corresponding O&M Plan.

D. For any area(s) shown on the SWM Site Plan maps/plan sheets or As-Built Plan sheets as requiring, or area(s) that is otherwise determined to require, deed restriction(s) for the purpose of protecting and prohibiting disturbance to a BMP or Conveyance, such deed restrictions will be incorporated into a written deed, restrictive covenant, or equivalent document. The deed or other document shall:

1. Include a clear and understandable description of the purpose, terms and conditions of the restricted use;

2. Include the written legal description (metes and bounds description) of the area to which the restrictions apply that is consistent with the boundary shown on the O&M plan sheets and SWM Site Plan maps/plan sheets;

3. Make reference to any corresponding O&M Plan(s) and O&M Agreement(s);

4. Include language legally sufficient to ensure that the terms of the restriction run with the land and shall be binding upon the Landowner, its heirs, administrators, successors in interest, and assigns;

5. Be submitted to the Municipality for review and approval prior to approval of the SWM Site Plan;

6. Upon approval by the Municipality, be signed by the Landowner and owner of the BMP or Conveyance and submitted to the Municipality; and

7. Be fully executed and recorded at the Chester County Office of the Recorder of Deeds within ninety (90) days of the Municipality's approval of the O&M Plan.

**Section 705. Other Post-construction Responsibilities**

A. The provisions of Section 804 of this Ordinance shall apply to any permanent BMP or Conveyance that is constructed as part of an approved SWM Site Plan or covered by an approved O&M Plan.

B. The person responsible for the operation and maintenance of a BMP or Conveyance shall make records of the installation and of all maintenance and repairs, and shall retain the records for at least ten (10) years. These records shall be submitted to the Municipality.

C. Upon final inspection, the Municipality shall inform the person responsible for the operation and maintenance whether the submission of periodic (annual or other frequency) inspection and maintenance reports will be required.

D. The owner of each BMP and Conveyance shall keep on file with the Municipality the name, address, and telephone number of the person responsible for maintenance activities and implementation of the O&M Plan. In the event of a change, new information shall be submitted by the BMP or Conveyance owner to the Municipality within thirty (30) days of the change.

**Section 706. Municipal Stormwater Control and BMP Operation and Maintenance Fund and Inspection and BMP Operations and Maintenance Requirements**

A. The municipality shall inspect SWM BMPs, facilities and/or structures installed under this Ordinance according to the following frequencies, at a minimum, to ensure the BMPs, facilities and /or structures continue to function as intended. Persons installing stormwater controls or BMPs shall be required to pay a specified amount to the Municipal Stormwater Control and BMP Operation and Maintenance Fund to help cover the costs of periodic inspections and maintenance expenses. This is to be paid in a manner specified by the Municipality. The amount of the deposit shall be determined as follows:
   1. If the BMP or Conveyance is to be privately owned and maintained, the deposit shall cover the cost of periodic inspections performed by the Municipality, as estimated by the Municipal Engineer, for a period of [Municipality to insert, e.g., ten (10) or twenty-five (25)] (_____) years, at the following minimum frequencies:
      a. Annually for the first 5 years.
      b. Once every 3 years thereafter.
      c. During or immediately after the cessation of a 25-year or greater storm, as determined by the Municipal Engineer.

   2. If the BMP or Conveyance is to be owned and maintained by the Municipality, the deposit shall cover the estimated costs for maintenance and inspections for [Municipality to insert, e.g., ten (10) or twenty-five (25)] (_____) years. The Municipality will establish the estimated costs utilizing information submitted by the Applicant. Inspections shall be conducted at the minimum frequencies listed in above referenced section.

   3. The above referenced inspections shall be conducted during or immediately following precipitation events or in dry weather conditions if the BMP design parameters include

dewatering within a specified period of time. A written inspection report shall be created to document each inspection. The inspection report shall contain the date and time of the inspection, the individual(s) who completed the inspection, the location of the BMP, Stormwater Management Facility or structure inspected, observations on performance, and recommendations for improving performance, if applicable.

4. The amount of the deposit to the fund shall be converted to present worth of the annual series values. The Municipality shall determine the present worth equivalents, which shall be subject to the approval of the Governing Body.

5. If a BMP or Conveyance is proposed that also serves as a recreational facility (e.g., ball field or lake), the Municipality may reduce or waive the amount of the maintenance fund deposit based upon the value of the land for public recreational purpose.

6. If at some future time, a BMP or Conveyance (whether publicly or privately owned) is eliminated due to the installation of storm sewers or other storage facility, the unused portion of the maintenance fund deposit will be applied to the cost of abandoning or demolishing the facility and connecting to the storm sewer system or other facility. Any amount of the deposit remaining after the costs of abandonment or demolition will be used for inspection, maintenance, and operation of the receiving stormwater management system.

7. If a BMP or Conveyance is accepted by the Municipality for dedication, the Municipality may require persons installing the BMP or Conveyance to pay a specified amount to the Municipal Stormwater Control and BMP Operation and Maintenance Fund to help cover the costs of operations and maintenance activities. The amount may be determined as follows:

    a. The amount shall cover the estimated costs for operations and maintenance for [Municipality to insert, e.g., ten (10) or twenty-five (25)] (_____) years, as determined by the Municipality, and
    b. The amount shall then be converted to present worth of the annual series values.

B. The Municipality may require Applicants to pay a fee to the Municipal Stormwater Control and BMP Operation and Maintenance Fund to cover:

1. Inspections

2. Long-term maintenance of BMP(s) or Conveyance(s), and

3. Stormwater-related problems which may arise from the land development and Earth Disturbance.

## ARTICLE VIII – PROHIBITIONS

### Section 801. Prohibited Discharges

A. Any drain or Conveyance, whether on the surface or subsurface, that allows any non-stormwater discharge including sewage, process wastewater, and wash water to enter the Municipality's separate storm sewer system, Riparian Buffers, wetlands, or other Waters of the Commonwealth is prohibited.

B. No person shall allow, or cause to allow, discharges into the Municipality's separate storm sewer system or the Waters of the Commonwealth that are not composed entirely of stormwater, except:

1. As provided in Subsection 801.C below; and

2. Discharges allowed under a State or Federal permit.

C. The following discharges are authorized unless they are determined by the Municipality to be significant contributors to pollution to the Municipality's separate storm sewer system or to the Waters of the Commonwealth:

1. Discharges from fire fighting activities;

2. Potable water sources including water line and fire hydrant flushings if such discharges do not contain detectable concentrations of Total Residual Chlorine (TRC);

3. Non-contaminated irrigation drainage water;

4. Non-contaminated HVAC condensation and water from geothermal systems;

5. Springs;

6. Water from crawl space pumps;

7. Pavement wash waters where spills or leaks of toxic or hazardous materials have not occurred (unless all spill material has been removed) and where detergents are not used;

8. Diverted stream flows;

9. Flows from riparian habitats and wetlands;

10. Uncontaminated water from foundations or from footing drains;

11. Lawn watering;

12. Uncontaminated groundwater;

13. Residential (i.e., not commercial) vehicle wash water where cleaning agents are not utilized; and

14. Routine external building washdown (which does not use detergents or other compounds); and

15. Non-contaminated hydrostatic test water discharges, if such discharges do not contain detectable concentrations of TRC.

D. In the event that the Municipality determines that any of the discharges identified in Section 801.C significantly contribute pollutants to the Municipality's separate storm sewer system or to the Waters of the Commonwealth, or is notified of such significant contribution of pollution by PADEP, the Municipality will notify the responsible person to cease the discharge.

E. Upon notice provided by the Municipality under Section 801.D, the discharger shall, within a reasonable time period, as determined by the Municipality consistent with the degree of pollution caused by the discharge, cease the discharge.

F. Nothing in this section shall affect a discharger's responsibilities under State law.

**Section 802. Prohibited Connections**

The following connections are prohibited, except as provided in Section 801.C above:

A. Any drain or Conveyance, whether on the surface or subsurface, that allows any non-stormwater discharge, including sewage, process wastewater, and wash water to enter a separate storm sewer system, and any connections to the separate storm sewer system from indoor drains and sinks. Any drain or Conveyance that delivers non-stormwater discharges directly into wetlands, Riparian Buffers, or other Waters of the Commonwealth is prohibited.

B. Any drain or Conveyance connected from a commercial or industrial land use to a separate storm sewer system, which has not been documented in plans, maps, or equivalent records and approved by the Municipality.

**Section 803. Roof Drains and Sump Pumps**

A. Roof drains and sump pump discharges shall not be connected to sanitary sewers.

B. Roof drain, sump pump, foundation and footing drain discharges:

1. To the maximum extent practicable, shall discharge to infiltration or vegetative BMPs, or to vegetated or other areas with adequate capacity;

2. May be connected to streets, storm sewers, or roadside ditches only if determined necessary or acceptable by the Municipality; and

3. Shall be considered in stormwater management calculations to demonstrate that Conveyance and receiving facilities have adequate capacity.

**Section 804. Alteration of BMPs**

A. No person shall modify, remove, fill, landscape, alter, or impair the effectiveness of any stormwater BMPs, Conveyances, Stormwater Management Facilities, areas or structures unless the activity is part of an approved maintenance program, without the written approval of the Municipality.

B. No person shall place any structure, fill, landscaping, additional vegetation, yard waste, brush cuttings, or other waste or debris into a BMP or Conveyance, or within a stormwater easement, that would limit or alter the functioning of the stormwater BMP or Conveyance, without the written approval of the Municipality.

## ARTICLE IX – ENFORCEMENT AND PENALTIES

**Section 901. Public Nuisance**

A. Any Regulated Activity conducted in the violation of any provision of this Ordinance is hereby deemed a public nuisance.

B. Each day that a violation continues shall constitute a separate violation.

C. A separate violation will be found to exist for each section of this Ordinance found to have been violated.

D. To the extent that the Municipality does not enforce any provision of this Ordinance, such action or inaction shall not constitute a waiver by the Municipality of its rights of future enforcement hereunder.

**Section 902. Right of Entry**

A. Upon presentation of proper credentials, duly authorized officers or agents of the Municipality may enter at reasonable times upon any property within the Municipality to inspect the implementation, condition, or operation and maintenance of all erosion and sediment controls and permanent stormwater BMPs, Conveyances, or other Stormwater Management Facilities both during and after completion of a Regulated Activity, or for compliance with any requirement of this Ordinance.

B. Persons working on behalf of the Municipality shall have the right to temporarily locate on or in any BMP, Conveyance or other Stormwater Management Facility in the Municipality

such devices as are necessary to conduct monitoring and/or sampling of the discharges from such BMP or Conveyance, or other stormwater facilities.

C. Failure of the Landowner or representative to grant access to the Municipality within twenty-four (24) hours of notification, verbal or written, is a violation of this Ordinance.

**Section 903. Enforcement**

A. The Municipality or other designee is hereby authorized and directed to enforce all of the provisions of this Ordinance. The Municipal Governing Body may delegate enforcement duties, including the initial determination of Ordinance violation and service of notice, if notice is given, to such other officers or agents as the Municipality shall deem qualified for that purpose.

B. It shall be the responsibility of the Landowner of the real property on which any Regulated Activity is proposed to occur, is occurring, or has occurred to comply with the applicable terms and conditions of this Ordinance.

C. All municipal inspections for compliance with the approved SWM Site Plan shall be the responsibility of the Municipality or its designee.

D. During any stage of the work of any Regulated Activity, if the Municipality or other designee determines that the erosion and sediment control measures, permanent BMPs, Conveyances or other stormwater facilities are not being installed or maintained in accordance with the approved SWM Site Plan, the Municipality may suspend or revoke any existing permits or other approvals until the deficiencies are corrected or until a revised SWM Site Plan is submitted and approved, if and as determined to be necessary by the Municipality or other designee.

E. In the event that the Municipality or other designee finds that a person has violated a provision of this Ordinance, or fails to conform to the requirements of any permit or approval issued by the Municipality, or any O&M Plan or O&M Agreement approved by the Municipality, the Municipality may order compliance by written notice of the violation to the Landowner.

F. Such notice may, without limitation, require the following remedies:

1. Performance of monitoring, analyses, and reporting;

2. Elimination of prohibited connections or discharges;

3. Cessation of any violating discharges, practices, or operations;

4. Abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property;

5. Payment of a fine to cover administrative and remediation costs and/or forfeiture of financial security;

6. Implementation of stormwater controls, BMPs, and Conveyances; and

7. Operation, maintenance or repair of BMPs, Conveyances or other stormwater facilities.

G. Such notice shall set forth the nature of the violation(s), citing to specific sections of this Ordinance which have not been met, and establish a time limit for commencement of correction and completion of correction of the violations(s). The notice shall provide for a right of the Landowner's appeal to the Municipal Governing Body in accordance with Section 906 of this Ordinance. Said notice shall further advise that, if applicable, should the violator fail to take the required action within the established deadline, possible sanctions, clearly described, may be imposed, or the work may be done by the Municipality or designee, and the expense thereof shall be charged to the violator.

H. Failure to comply within the time specified in such notice shall also subject such person to the penalty provisions of this Ordinance. All such penalties shall be deemed cumulative and shall not prevent the Municipality from pursuing any and all other remedies available in law or equity.

**Section 904. Suspension and Revocation of Permits and Approvals**

A. Any building, land development, or other permit or approval issued by the Municipality may be suspended or revoked by the Municipality for:

1. Noncompliance with or failure to implement any provision of the permit or approved SWM Site Plan or O&M Agreement;

2. A violation of any provision of this Ordinance or any other law or regulation applicable to the Regulated Activity;

3. The creation of any condition or the commission of any act during the Regulated Activity that constitutes or creates a hazard or nuisance, or endangers the life, health, safety, or property of others; or

4. Failure to correct a violation within the allowed time period allowed per notice given by the Municipality.

B. Prior to revocation or suspension of a permit, unless there is immediate danger or threat of such danger to life, public health or property, at the request of the Applicant, the Municipality's Governing Body shall schedule a hearing on the violation and proposed revocation or suspension, pursuant to public notice. The expense of a hearing shall be the Applicant's responsibility.

C. A suspended permit or approval may be reinstated by the Municipality when:

1. The Municipality or other designee has inspected and approved the corrections to the BMPs, Conveyances or other Stormwater Management Facilities, or the elimination of the hazard or nuisance; and

2. The Municipality is satisfied that the violation has been corrected.

D. A permit or approval that has been revoked by the Municipality cannot be reinstated. The Applicant may apply for a new permit or approval in accordance with this Ordinance.

**Section 905. Penalties**

A. Any person violating or permitting the violation of the provisions of this Ordinance shall be subject to a fine of not more than $1,000 for each violation, recoverable with costs. The establishment of a violation for purposes of setting fines or penalties for such violation shall be in accordance with a citation to a magisterial district judge with jurisdiction and venue over the location of the violation and such an action will be subject to the procedures provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure. A separate offense shall arise for each day or portion thereof a violation is found to exist and may be determined for each section of this Ordinance which is found to have been violated.

B. In addition, the Municipality may, through its solicitor, institute injunctive, mandamus, or any other appropriate action or proceeding at law or in equity for the enforcement of this Ordinance. Any court of competent jurisdiction shall have the right to issue restraining orders, temporary or permanent injunctions, mandamus, or other legal or equitable forms of remedy or relief. Such relief may include costs, fees, and charges, including the Municipality's attorney's fees (charged at the hourly rate approved by the Governing Body of the Municipality) and costs, as may be permitted by law.

C. Notwithstanding any other provision of this Ordinance, the Municipality shall have the right at any or all times deemed necessary by the Municipality or designee to enter upon any property within the Municipality to inspect and, upon determination of a violation of this Ordinance, to correct the violation, with all expenses associated with correcting the violation to be charged to the property owner responsible for the violation.

**Section 906. Appeals**

A. Any person aggrieved by any action of the Municipality or other designee relative to the provisions of this Ordinance may appeal to the Municipality's Governing Body within thirty (30) days of that action.

B. Any person aggrieved by any decision of the Municipality's Governing Body relative to the provisions of this Ordinance may appeal to the County Court of Common Pleas in the County where the activity has taken place within thirty (30) days of the Municipality's decision.

**Section 907. Effective Date**

This Ordinance shall take effect within five days of enactment.

# ORDINANCE APPENDIX A

# SIMPLIFIED APPROACH TO STORMWATER MANAGEMENT FOR SMALL PROJECTS

## Appendix A

# Simplified Approach to Stormwater Management for Small Projects

**Appendix A.1 –**
**Applicability, Submittal and Approval Requirements**

**Appendix A.2 –**
**"Simplified Approach to Stormwater Management for Small Projects – Handbook" (Revised September 3, 2021)**

## Appendix A.1
# Applicability, Submittal and Approval Requirements

**Upper Uwchlan Township**
**Chester County, Pennsylvania**

## Applicability:

- Small projects with less than 2,000 square feet of Regulated Impervious Surfaces (as defined in the Municipality's Stormwater Management Ordinance) and with less than 5,000 square feet of proposed Earth Disturbance (as defined in the Municipality's Ordinance) may apply the "Simplified Approach to Stormwater Management for Small Projects" (Simplified Approach).

- Only projects that meet the above size thresholds as specified in the Municipality's Stormwater Management Ordinance may use this Simplified Approach and are then not required to submit a fully engineered Stormwater Management Site Plan to the Municipality. However, these projects are still required to address water quality and infiltration requirements as outlined in the Simplified Approach "Handbook". This Handbook is intended to aid applicants in addressing these requirements through the installation of a properly sized underground infiltration trench.

- Any project with more than 2,000 square feet of Regulated Impervious Surface or more than 5,000 square feet of proposed Earth Disturbance can NOT apply this Simplified Approach.

- The Applicant should first review the planned project with the Municipal Engineer prior to initiating the Simplified Approach to confirm the following:

    - That the proposed project is not otherwise exempt from the stormwater management control and the engineered Stormwater Management Site Plan requirements of the Municipality's Stormwater Management Ordinance;
    - That the proposed project is eligible to use this Simplified Approach;
    - Which components of the proposed project must be included in the calculation of "impervious surfaces (areas)"; and
    - Whether any local conditions are known to the Municipal Engineer that would preclude the use of any of the techniques included in this Simplified Approach.

## Submittal and Approval Requirements:

Use of the Simplified Approach requires:

- The applicant to submit the following to the Municipality for review and approval prior to beginning construction per the Simplified Approach Handbook:

    - Simplified Approach – Stormwater Management Application
    - Simplified Approach – Stormwater Management Checklist
    - Simplified Approach Stormwater Management Site Plan (i.e., sketch plan)
    - A completed, signed, and notarized "Simplified Operation, Maintenance and Inspection Plan and Agreement".
- The applicant is to record the "Simplified Approach – Stormwater Best Management Practices Operation, Maintenance and Inspection Plan and Agreement" at the Chester County Office of the Recorder of Deeds after signature by the Municipality.
- A final inspection conducted by the Municipality after completion of construction.

## Appendix A.2

# Simplified Approach to Stormwater Management for Small Projects - Handbook

# Simplified Approach to Stormwater Management for Small Projects

# Handbook

**Prepared by:**
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**Updated January 12, 2022**

Further revised by:
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for:
**Upper Uwchlan Township**
as part of the
County-wide Act 167 Stormwater Management Plan for Chester County, PA

Revised Date: _____

**All revisions made by Gilmore & Associates, Inc. were completed without consultation with CEG and were completed at the sole discretion of Gilmore & Associates, Inc.**

## Table of Contents


1.0 Introduction ..... 4

2.0 Simplified Approach Design Procedure ..... 4

STEP 1 – PREPARE THE SIMPLIFIED APPROACH STORMWATER MANAGEMENT SITE PLAN ..... 6

STEP 2 – DETERMINE PROPOSED IMPERVIOUS SURFACES ..... 7

STEP 3 – DETERMINE SIZE OF THE UNDERGROUND INFILTRATION TRENCH ..... 8

STEP 4 – SUBMISSION TO MUNICIPALITY ..... 9

3.0 Frequently Asked Questions ..... 10

4.0 Simplified Approach Stormwater Management Plan Application Packet ..... 13

Simplified Approach – Stormwater Management Worksheet ..... 14

Simplified Approach – Stormwater Management Checklist ..... 15

5.0 Example Simplified Approach Stormwater Management Site Plans ..... 227

## 1.0 Introduction

Pennsylvania's Storm Water Management Act (PA Act 167) was enacted in 1978 in response to the impacts of the accelerated stormwater runoff resulting from land development in the state. PA Act 167 requires counties to prepare and adopt watershed-based stormwater management plans. Municipalities are also required to adopt and implement ordinances to regulate development consistent with these plans. The purpose of these regulations is to protect public health, safety and general welfare, property values, and water quality and quantity by implementing drainage and Stormwater Management practices, criteria, and provisions for land development, construction, and Earth Disturbance Activities.

PA Act 167 gave Pennsylvania Municipalities the power to regulate activities affecting flooding, streambank erosion, stormwater runoff, and surface and groundwater quality and quantity. The Municipality's Stormwater Management Ordinance was prepared to comply with the provisions included in PA Act 167. This Ordinance also includes provisions allowing this Simplified Approach to Stormwater Management to be used for small projects.

This Handbook has been developed to allow homeowners or applicants for small projects to comply with stormwater management requirements of the Stormwater Management Ordinance of the Municipality, including sizing, designing, locating, and installing on-lot measures, referred to herein as "Best Management Practices" (BMPs). Only projects that meet the size thresholds specified in the Municipality's Stormwater Management Ordinance may use this Simplified Approach and are then not required to submit a formal fully engineered Stormwater Management Site plan to the Municipality. However, these projects are still required to address certain requirements, such as stormwater quality, infiltration, rate, and volume management goals as outlined in this Simplified Approach Handbook. This Handbook is intended to aid applicants in addressing these requirements through the installation of a properly sized underground infiltration trench.

The purpose of requiring effective stormwater management from small projects is to help reduce stormwater runoff in the community, to maintain groundwater recharge, to prevent degradation of surface and groundwater quality, and to otherwise protect water resources and for public safety.

## 2.0 Project Eligibility for the Simplified Approach

To be eligible for the Simplified Approach, projects must meet the threshold, roof area, and BMP type requirements described below. It is recommended that prior to submission of an application utilizing the Simplified Approach, a meeting should be scheduled with the Municipal Engineer to confirm eligibility and review the application process. It shall be noted that the plan approval shall not be considered at this meeting.

<u>Threshold</u>
Small projects with 1,000 to 2,000 square feet of Regulated Impervious Surface (as defined in the Municipality's Stormwater Management Ordinance) and/or with 5,000 to 10,000 square feet

of proposed Earth Disturbance (as defined in the Municipality's Stormwater Management Ordinance) may apply the Simplified Approach. Regulated Impervious Surface includes Proposed Impervious Surface as part of a current proposed project and all existing Impervious Surfaces installed after December 2013.

Only projects that meet the above size thresholds as specified may use this Simplified Approach and are then not required to submit a formal Stormwater Management Site Plan to the Municipality. However, these projects are still required to address water quality and infiltration requirements as outlined in this Appendix A.

Any project with more than 2,000 square feet of Regulated Impervious Surface or more than 10,000 square feet of proposed Earth Disturbance **cannot** apply this Simplified Approach.

Starting in December 2013, projects and Impervious Surfaces are measured cumulatively. If an applicant completes a project this year that qualifies for the Simplified Approach, but then proposes to complete a second project next year, and the total Impervious Surface for the two projects exceeds the applicable threshold for the Simplified Approach, a fully engineered Stormwater Management Plan for the entirety of the two projects will be required.

Roof Area

For a project to be considered for utilizing the Simplified Approach, sufficient roof area must be available, either existing or proposed, so that the roof area being conveyed to the stormwater BMP (underground infiltration trench) is of equivalent or greater area than the Regulated Impervious Surface proposed, including existing Impervious Surface(s) installed after December 2013. Impervious Surface is defined in Section 152-202. Plans proposing capturing and conveyance of overland flow will not be considered. Sizing of the bed shall be in accordance with Sheet 3C of the Simplified Approach Stormwater Management Plan Packet (Section 5.0 below) and shall be based upon the actual roof area being conveyed to the bed, not the Regulated Impervious Surface.

BMP Type

The only stormwater BMP allowable under the Simplified Approach is the stormwater underground infiltration trench referenced in the Simplified Approach Stormwater Management Plan Application Packet. Refer to Section 5.0 below for the application packet and Section 6.0 for Example Simplified Approach Stormwater Management Site Plans. BMPs other than specifically referenced above shall require engineered plans prepared in accordance with the provisions of the stormwater ordinance.

## 3.0 Simplified Approach Design Procedure

All Regulated Impervious Surfaces, which include Proposed Impervious Surfaces and existing Impervious Surfaces constructed after December 2013 (as defined by Section 152-202 must be included in the determination of the amount of Proposed Impervious Surfaces and the size of proposed underground infiltration trench needed to control stormwater. Proposed Impervious Surfaces on an individual residential lot may include, but are not limited to: roof area, pavement, sidewalks, driveways, patios, porches, and parking areas. Refer to the definitions provided in

Article II of the Ordinance and contact the Municipal Engineer to confirm what features of the proposed project must be included in the calculation of Regulated Impervious Surface area.

Sufficient roof area shall be available and diverted via downspout(s) to the proposed infiltration trench(es). The downspouts shall have appropriate measures to prevent clogging by unwanted debris (for example, silt, leaves and vegetation). Such measures shall include but are not limited to leaf traps, gutter guards, and cleanouts. Alternative designs, or alternative stormwater structures, shall be reviewed by the Municipal Engineer and shall be subject to the full Municipal Stormwater Ordinance.

Below are the steps that must be undertaken to meet the Ordinance requirements. The size and description of the proposed construction as well as important aspects related to the design of the BMP(s) must be documented in the Simplified Approach - Stormwater Management Worksheet. All individuals planning on using the Simplified Approach are encouraged to review the planned project with the Municipal Engineer prior to initiating the Simplified Approach to confirm the following, as the Municipal Engineer will be responsible for determining eligibility to use the Simplified Approach:

- That the proposed project is not otherwise exempt from the stormwater management control and fully engineered Stormwater Management Site Plan requirements of the Municipality's Stormwater Management Ordinance;
- That the proposed project size is within the range eligible to use this Simplified Approach;
- That sufficient roof area is available to manage and is equal to or greater than the Regulated Impervious Surface;
- Which components of the proposed project must be included in the calculation of "Impervious Surfaces"; and
- Whether any local conditions are known to the Municipal Engineer that would preclude the use of any of the techniques included in this Simplified Approach.

**STEP 1 – PREPARE THE SIMPLIFIED APPROACH STORMWATER MANAGEMENT SITE PLAN THAT INCLUDES:**

1. Name and address of the owner of the property.
2. Name and address of the individual preparing the plan (if different).
3. Date of plan preparation.
4. North arrow.
5. Location of all existing features within 50 feet of the property, including (if present):

    - Buildings;
    - Driveways;
    - Roads;
    - Easements;
    - Septic Systems;
    - Streams;
    - Wetlands;

- Floodplains; and
- Existing Stormwater Facilities.

6. Show water supply wells within 50 feet of the proposed facility or add a note that no wells are present within 50 feet of the proposed facility.
7. Location and approximate size of the roof area to be captured and diverted to the proposed BMP.
8. Location and approximate size in square feet of proposed:
   a. Structures;
   b. Driveways; and
   c. Other Impervious Surfaces.
9. Location, orientation, and dimensions of the proposed underground infiltration trench(es). Length, width, and depth must be included on the plan.
10. Distance from the proposed underground infiltration trench(es) to any existing surface water features, such as: streams, lakes, ponds, wetlands, or other natural waterbodies (must be greater than 50 feet from surface water features or outside of an existing legally prescribed buffer (i.e., deed, covenants, easement, etc.), whichever is greater).
11. Distance from the proposed underground infiltration trench(es) to any existing septic system, public sewer line, or service lateral (must be greater than 50 feet unless otherwise approved by Municipal Engineer).
12. Distance from the proposed underground infiltration trench(es) to any existing wells or water service lines (must be greater than 50 feet unless otherwise approved by Municipal Engineer).
13. Distance from the proposed underground infiltration trench(es) to nearest property line (must be > 10 feet).
14. Distance from the proposed underground infiltration trench(es) to all buildings and features with subgrade elements (e.g., basements, foundation walls, etc.) must be > 10 feet.
15. Show distance from at least two existing fixed features to the proposed underground infiltration trench(es). Fixed features include, but are not limited to, corners of existing buildings, driveways, septic system cleanout pipes, and mailboxes.
16. PA ONE CALL (8-1-1 OR 1-800-242-1776) Identification Number received by calling the PA One Call system.

**STEP 2 – DETERMINE PROPOSED IMPERVIOUS SURFACES:**

1. Determine the total area of all Proposed Impervious Surfaces that will need to drain to one or more infiltration trench(es).
2. Determine the total area of Earth Disturbance needed to complete the project and install the infiltration trench(es).
3. Determine locations where the infiltration trench(es) need to be placed so runoff from all the Proposed Impervious Surfaces can be captured.

**Example:**

| | | | |
|---|---|---|---|
| Garage Roof (Front) | 33 feet by 25 feet | = | 825 square feet |
| Driveway | 10 feet by 26 feet | = | 260 square feet |
| --- | | --- | --- |
| Total Proposed Impervious Surface | | = | 1,085 square feet |
| Total proposed Earth Disturbance area | | = | 2,500 square feet (estimated) |

**STEP 3 – DETERMINE SIZE OF THE UNDERGROUND INFILTRATION TRENCH:**

1. Select the appropriate value of Proposed Impervious Surface in the first column of the table below.
2. Select the width of the trench(es) to be utilized to determine the required length of the trench(es).
3. When appropriate, and when approved by the Municipal Engineer prior to submission, minimum trench length can be achieved through the use of more than one trench.

Note: Trench(es) to be constructed to dimensions indicated below. Modifications of the dimensions are not permitted if utilizing the Simplified Approach. This table is based on an overall trench depth of at least four feet, containing a minimum cover of one foot of soil cover, and three feet of stone with filter fabric, installed in accordance with the diagram included with the Simplified Approach Stormwater Management Plan Application Packet. Infiltration testing is not required when using the Simplified Approach.

**Table 1.3 – Underground Infiltration Trench Sizing Table for 1,000-2,000 ft$^2$ of Regulated Impervious Surface**

| Regulated Impervious Surface (square feet) | 4-foot wide Trench | 5-foot wide Trench | 6-foot wide Trench | 7-foot wide Trench | 8-foot wide Trench |
|---|---|---|---|---|---|
| | Length of trench (feet) | Length of trench (feet) | Length of trench (feet) | Length of trench (feet) | Length of trench (feet) |
| 1,000 | 45.75 | 36.50 | 30.50 | 26.25 | 23.00 |
| 1,001 to 1,050 | 46.75 | 37.50 | 31.25 | 26.75 | 23.50 |
| 1,051 to 1,100 | 48.00 | 38.50 | 32.00 | 27.50 | 24.00 |
| 1,101 to 1,150 | 49.25 | 39.25 | 32.75 | 28.25 | 24.75 |
| 1,151 to 1,200 | 50.25 | 40.25 | 33.50 | 28.75 | 25.25 |
| 1,201 to 1,250 | 54.75 | 44.00 | 36.50 | 31.50 | 27.50 |
| 1,251 to 1,300 | 59.50 | 47.50 | 39.75 | 34.00 | 29.75 |
| 1,301 to 1,350 | 61.75 | 49.25 | 41.25 | 35.25 | 71.00 |
| 1,351 to 1,400 | 64.00 | 51.25 | 42.75 | 36.50 | 32.00 |
| 1,401 to 1,450 | 66.25 | 53.00 | 44.25 | 38.00 | 33.25 |
| 1,451 to 1,500 | 68.50 | 54.75 | 45.75 | 39.25 | 34.25 |
| 1,501 to 1,550 | 70.75 | 56.75 | 47.25 | 40.50 | 35.50 |
| 1,551 to 1,600 | 73.00 | 58.50 | 48.75 | 41.75 | 36.50 |
| 1,601 to 1,650 | 75.25 | 60.25 | 50.25 | 43.00 | 37.75 |

**Table 1.3 – Underground Infiltration Trench Sizing Table for 1,000-2,000 ft$^2$ of Regulated Impervious Surface**

| Regulated Impervious Surface (square feet) | 4-foot wide Trench | 5-foot wide Trench | 6-foot wide Trench | 7-foot wide Trench | 8-foot wide Trench |
|---|---|---|---|---|---|
| | Length of trench (feet) | Length of trench (feet) | Length of trench (feet) | Length of trench (feet) | Length of trench (feet) |
| 1,651 to 1,700 | 77.75 | 62.25 | 51.75 | 44.50 | 39.00 |
| 1,701 to 1,750 | 80.00 | 64.00 | 53.25 | 45.75 | 40.00 |
| 1,751 to 1,800 | 82.25 | 65.75 | 54.75 | 47.00 | 41.25 |
| 1,801 to 1,850 | 84.50 | 67.50 | 56.25 | 48.25 | 42.25 |
| 1,851 to 1,900 | 86.75 | 69.50 | 58.00 | 49.75 | 43.50 |
| 1,901 to 1,950 | 89.00 | 71.25 | 59.50 | 51.00 | 44.50 |
| 1,951 to 1,999 | 91.25 | 73.00 | 61.00 | 52.75 | 45.75 |

**STEP 4 – SUBMISSION TO MUNICIPALITY:**

1. Prepare the Simplified Approach Stormwater Management Site Plan, which consists of 4 sheets:
    a. **Simplified Site Plan (1 of 4)**
    b. **Infiltration Trench Detail (2 of 4)**
    c. **Infiltration Trench Notes (3C of 4).**
    d. **Infiltration Trench Operation & Maintenance Notes (4 of 4)**
2. Complete the **Simplified Approach – Stormwater Management Worksheet**.
3. Complete the **Simplified Approach – Stormwater Management Checklist** to ensure all required information is completed.
4. Submit the completed forms and plan to the Municipality for review and approval prior to beginning construction.
5. After the Municipality has approved the submission, a signed Operation and Maintenance Agreement will be provided to the applicant.
6. Record the Agreement at the County's Office of Recorder of Deeds.
7. Construction can begin only after the Municipality has issued its approval of the proposed project to the applicant and the Agreement has been recorded.
8. Notify the Municipality 3 business days prior to the start of any construction and schedule any needed inspections.
9. If the applicant is using a contractor to construct the project, the approved application including the worksheet and plan must be shared with the contractor to ensure the underground infiltration trench(es) are properly installed.

Note: Property owners building underground infiltration trenches per the Simplified Approach will need to record an Operation and Maintenance Agreement (O&M Agreement) at the Chester County Recorder of Deeds. The O&M Agreement is prepared by municipal staff (or the municipal staff may require that the applicant or its consulting engineer prepare the O&M Agreement subject to review by the municipal staff or the Municipal Engineer) using the template shown in Appendix E. An O&M Agreement is needed to ensure access, inspection,

maintenance, operation, repair, and permanent protection for these stormwater management facilities.

## 4.0 Frequently Asked Questions

Frequently Asked Questions (FAQs) regarding the Simplified Approach and Stormwater Management are located below.

### 4.1 What is Stormwater Management?

Stormwater Management is the practice of managing surface water runoff from precipitation events. Stormwater Management is a way to reduce the impacts of decreasing infiltration that results from altering the land from natural conditions. The goal of stormwater management is to reduce the volume of stormwater runoff through practices that capture, infiltrate, detain, or evaporate stormwater. These practices help to improve water quality, restore groundwater recharge, and improve stream habitat. Examples of residential Stormwater Management are rain gardens, rain barrels, porous pavers, drywells, and infiltration trenches.

### 4.2 Why do I have to do Stormwater Management for my small project?

The new Municipal regulations, derived from Federal and State mandates, require that all property owners be responsible for managing stormwater runoff from Impervious Surfaces. All projects requiring a Zoning or Building Permit will be reviewed by the Municipality for stormwater considerations.

### 4.3 How does the Municipality determine if a stormwater permit is required?

Starting in December 2013, projects and Impervious Surfaces were measured cumulatively. If the project, or combination of projects since December 2013, will result in 1,000 square feet of total Regulated Impervious Surface, including Proposed Impervious Surface(s) and existing Impervious Surface(s) installed after the above referenced date, or disturbs 5,000 square feet, a stormwater permit and fully engineered Stormwater Management Plan will be required. Impervious Surface is defined in Section 152-202.

### 4.4 Is the square footage of the BMP included in the Earth Disturbance calculation?

Yes. All distributed soils are to be included in the calculation for Earth Disturbance.

### 4.5 What if I am removing and replacing existing Impervious Surface, such as a driveway or shed?

The net change in the land cover is what will be considered for the permit. The replacement in the exact footprint replacement of an existing one- or two-family dwelling unit or existing Impervious Surface such as patios, driveways, garages, and sidewalks that are accessory to an existing one- or two-family dwelling unit in the exact footprint of the existing Impervious Surface are exempt from the requirements of this ordinance.

### 4.6 What is the penalty if I do not apply for or follow the application process or maintenance obligations?

The Municipality has legal enforcement action defined in the Municipality's Code which may include the right to deny occupancy permits and assess fines as needed for enforcement.

### 4.7. What are Permit Fee Requirements?

Permit fees are governed by the Municipality's approved fee schedule. Application and review fees are due and payable with the application for a Stormwater Management permit. A financial security for construction of BMP's will be required in the form of a refundable escrow based on the type of approved system.

### 4.8 Are professional engineering services necessary to meet these requirements?

This Appendix has been developed to assist the landowner in meeting the water quality and groundwater recharge goals of the Stormwater Management Ordinance. If the guidelines are followed, the landowner may not be required to utilize professional engineering services to comply with these water quality and groundwater recharge goals.

### 4.9 What needs to be submitted to the Municipality?

Even though an engineered Stormwater Management Plan is not required for individual lot owners opting for the Simplified Approach, a brief description of the proposed underground infiltration trench, including types of material to be used, total Impervious Surfaces and volume calculations, and a Simplified Approach Stormwater Management Site Plan shall be submitted to the Municipality prior to construction. The following information shall be submitted to the Municipality: (1) Simplified Approach – Stormwater Management Worksheet; and (2) Simplified Approach Stormwater Management Site Plan, which consists of 4 sheets.

### 4.10 What is an underground infiltration trench?

An underground infiltration trench is a rock-filled trench with no outlet that receives stormwater runoff. Runoff is stored in the void space between the stones and infiltrates through the bottom and into the soil matrix. Infiltration trenches perform well for removal of fine sediment and associated pollutants. Infiltration testing is recommended to ensure soil is capable of infiltrating stormwater. Underground infiltration trenches shall incorporate or make provisions for the following elements:

- Shall be constructed after all Earth Disturbance associated with the project or site is stabilized to avoid clogging.
- Perforated pipe is to be set level.
- The width is limited to between four feet to eight feet with a fixed stone depth of three feet.
- Trench(es) shall be wrapped in nonwoven geotextile (top, bottom, and sides).
- There shall be a positive overflow that allows stormwater that cannot be stored or infiltrated to be discharged into a nearby vegetated area (clean-out or pop-up emitter).

- It is recommended that there be a two-foot clearance above the regularly occurring seasonal high-water table and have a minimum depth to bedrock of two feet.
- The underground infiltration trench shall be at least 10 feet from buildings, 10 feet from property lines, 50 feet from individual water supply wells, and 100 feet from community or Municipal water supply wells. If no well is present within 50 feet of the underground infiltration trench, a note stating such must be put on the plan.
- The underground infiltration trench shall be at least 50 feet from any septic system absorption area and 50 feet from community or Municipal Sewer lines and laterals, or as otherwise approved by the Municipal Engineer or Municipal Authority Engineer.
- The underground infiltration trench shall not be located near hotspots which are areas where land use or activities generate highly contaminated runoff, with concentrations of pollutants that are higher than those that are typically found in stormwater.
- The underground infiltration trench shall be located a minimum of 10 feet from subsurface structures such as building foundations and basements so that it does not threaten their structural integrity.
- Infiltration areas must be protected from compaction by heavy equipment during and after construction. The ratio of the collected area to the footprint of the facility shall be as small as possible with a ratio of less than 5:1 preferred.
- Where roof drains are designed to discharge to the underground infiltration trench(es), the roof drains shall have appropriate measures to prevent clogging by unwanted debris (for example, silt, leaves and vegetation). Such measures may include but are not limited to leaf traps, gutter guards, or cleanouts.

### 4.11 How is an underground infiltration trench constructed?

Refer to the standard construction sequence for an underground infiltration trench as required by the Simplified Approach.

1. Contact PA ONE CALL 8-1-1 or 1-800-242-1776.
2. Protect infiltration areas from compaction by heavy equipment during and after construction.
3. Silt sock or silt fence should be installed upslope of the proposed infiltration trench and downslope of all proposed Earth Disturbance and shown on the Plan.
4. Construction of the underground infiltration trench shall only be started after all Earth Disturbance associated with the project or site is stabilized to avoid clogging.
5. Excavate the underground infiltration trench to a minimum depth of four feet. The excavated trench bottom must have uniform, level, uncompacted subgrade free from rocks and debris. Scarify the bottom of the trench, so not to compact the subgrade.
6. Place nonwoven geotextile along all the sides of the trench. Where separate pieces of geotextile meet, they shall overlap by a minimum of 18 inches. Fold back and secure excess geotextile during stone placement.
7. Place clean stone (such as: 2B, three-quarter-inch clean stone, or AASHTO #57) in the trench.
8. Install the continuously perforated pipe and cleanouts within the trench.

9. If a downspout will be connected to the system, install the piping from the downspout to the perforated trench piping. Install appropriate measures to prevent clogging by unwanted debris such as leaf traps, gutter guards, and cleanouts.
10. Backfill with clean stone to establish an overall stone depth of three feet. Fold and secure the nonwoven geotextile over the top of underground infiltration trench with an eighteen-inch overlap.
11. Place a minimum of 12 inches of topsoil over geotextile. Grading shall direct surface runoff toward the center of the trench (The Municipality will consider surface materials on a project-by-project basis).
12. Stabilize the topsoil with seed and straw mulch.

### 4.12 What are the maintenance requirements for an underground infiltration trench?

Vegetation along the surface of an underground infiltration trench shall be maintained in good condition, and any bare spots shall be revegetated as soon as possible. Vehicles may not be parked or driven on any underground infiltration trench, and care shall be taken to avoid excessive compaction by mowers. Any debris such as leaves blocking flow from reaching an underground infiltration trench shall be routinely moved.

### 4.13 What if my roof area is larger than the Regulated Impervious Surface I am proposing?

In order to utilize the Simplified Approach, the applicant must size the proposed infiltration trench for the amount of roof area directed into it, even if it is larger than the amount of Regulated Impervious Surface being proposed. This additional roof area may be "credited" toward future Proposed Impervious Surface. If the applicant were to propose additional Impervious Surface in the future and the total Regulated Impervious Surface is still less than the roof area that the infiltration trench was sized for, additional stormwater management requirements may not be applicable if all other requirements of the Ordinance are met.

## 5.0 Simplified Approach Stormwater Management Plan Application Packet

The pages below include the following required elements of a Simplified Approach Stormwater Management Plan Application Packet:

- Simplified Approach – Stormwater Management Worksheet
- Simplified Approach – Stormwater Management Checklist
- Simplified Site Plan (1 of 4)
- Infiltration Trench Detail (2 of 4)
- Infiltration Trench Notes (3C of 4)
- Infiltration Trench Operation and Maintenance Notes (4 of 4)
- O&M Agreement Template

**Simplified Approach – Stormwater Management Worksheet**

| | | |
|---|---|---|
| Name of Property Owner: | | Date: |
| Name of Applicant [If different than owner(s)]: | | |
| Contact Phone #: | Email Address: | |
| Address of Project: | | |
| Description of Project: | | |
| Distance from Earth Disturbance to nearest surface water feature (stream, pond, wetland, etc.): ☐ 50 feet or less ☐ More than 50 feet | | |
| REGULATED IMPERVIOUS SURFACES* | | |
| Description of Proposed Impervious Surface | Dimensions [length X width] | Area (square feet) |
| | | |
| | | |
| | | |
| | | |
| | | |
| Total Proposed Impervious Surface* (square feet): (If this is less than 1000 feet$^2$, Stormwater Management is not required; if this is more than 2,000feet$^2$, the Simplified Approach may not be used) | | |
| Cumulative Total Impervious Surface Since December 2013 (square) feet): | | |
| Total Proposed Earth Disturbance Area (square feet): | | |
| PROPOSED UNDERGROUND INFILTRATION TRENCH SIZING | | |
| Proposed Impervious Area to Trench (square feet) | Proposed Dimensions | |
| 1 | | |
| 2 | | |
| Does the project involve new roof area? ☐ Yes ☐ No<br>If yes, the downspout must be connected to the proposed Underground Infiltration Trench and must have measures to prevent clogging by unwanted debris. Indicate the measure proposed: ☐ Leaf trap ☐ Gutter guards ☐ Cleanout ☐ Other: _____ | | |

Signature: _____ Date: _____
Printed Name: _____

## Simplified Approach – Stormwater Management Checklist

Complete the checklist below to verify all required information is shown on the plan:

| Yes | No | Not Applicable | Required Information |
|---|---|---|---|
| ☐ | ☐ | ☐ | Name and address of the owner of the property. |
| ☐ | ☐ | ☐ | Name and address of individual preparing the plan (if different). |
| ☐ | ☐ | ☐ | Date of plan preparation. |
| ☐ | ☐ | ☐ | North arrow. |
| ☐ | ☐ | ☐ | Location of all existing features within 50 feet of the property, including (if present):<br>• Buildings;<br>• Driveways;<br>• Roads;<br>• Water Lines/Wells (or a note that no wells are present within 50 feet of the proposed facility);<br>• Septic Systems/Sewer Mains and Laterals;<br>• Streams, Wetlands, and Floodplains<br>• Existing Stormwater Facilities; and<br>• Easements. |
| ☐ | ☐ | ☐ | Location and approximate size in square feet of existing roof area to be captured and diverted to the BMP. |
| ☐ | ☐ | ☐ | Location and approximate size in square feet of proposed:<br>• Structures;<br>• Driveways; and |
| ☐ | ☐ | ☐ | Location, orientation, and dimensions of the proposed Underground Infiltration Trench(es). Length and width must be included on the plan. |
| ☐ | ☐ | ☐ | Distance from the proposed Underground Infiltration Trench(es) to any existing surface water features, such as: streams, lakes, ponds, wetlands, or other natural waterbodies. Must be > 50 feet from surface water features or outside of an existing legally described buffer (i.e., deed, covenants, easement, etc.) whichever is greater. Contact the Municipality if this is not possible. |
| ☐ | ☐ | ☐ | Distance from the proposed Underground Infiltration Trench(es) to any existing septic system, public sewer line, or lateral. |
| ☐ | ☐ | ☐ | Distance from the proposed Underground Infiltration Trench(es) to any existing wells or waterlines. |
| ☐ | ☐ | ☐ | Distance from the proposed Underground Infiltration Trench(es) to any existing wells or waterlines. |
| ☐ | ☐ | ☐ | Show distance from at least two existing fixed features (e.g., house, shed, driveway) to the proposed Underground Infiltration Trench(es). |
| ☐ | ☐ | ☐ | PA One Call Serial Number (Dial 8-1-1 or 1-800-242-1776) to receive. |

NORTH ARROW

DATE




*Underground Service Alert*
*Call: TOLL FREE*
*1-800-242-1776*
*THREE WORKING DAYS BEFORE YOU DIG*

PROPERTY OWNER
NAME:
ADDRESS:

PLAN PREPARER
NAME:
ADDRESS:

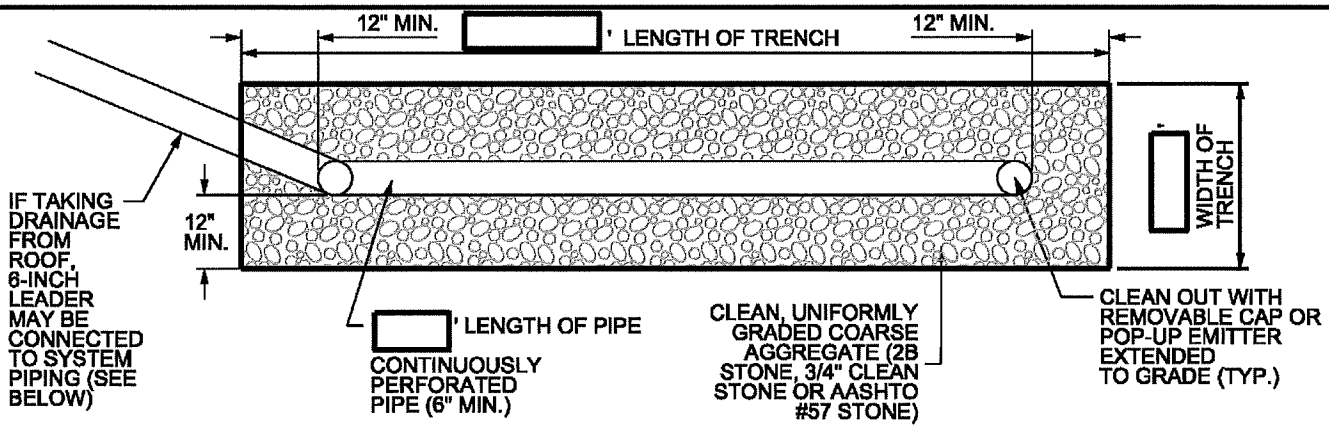
FOR USE BY MUNICIPAL ENGINEER

CHESTER COUNTY PENNSYLVANIA

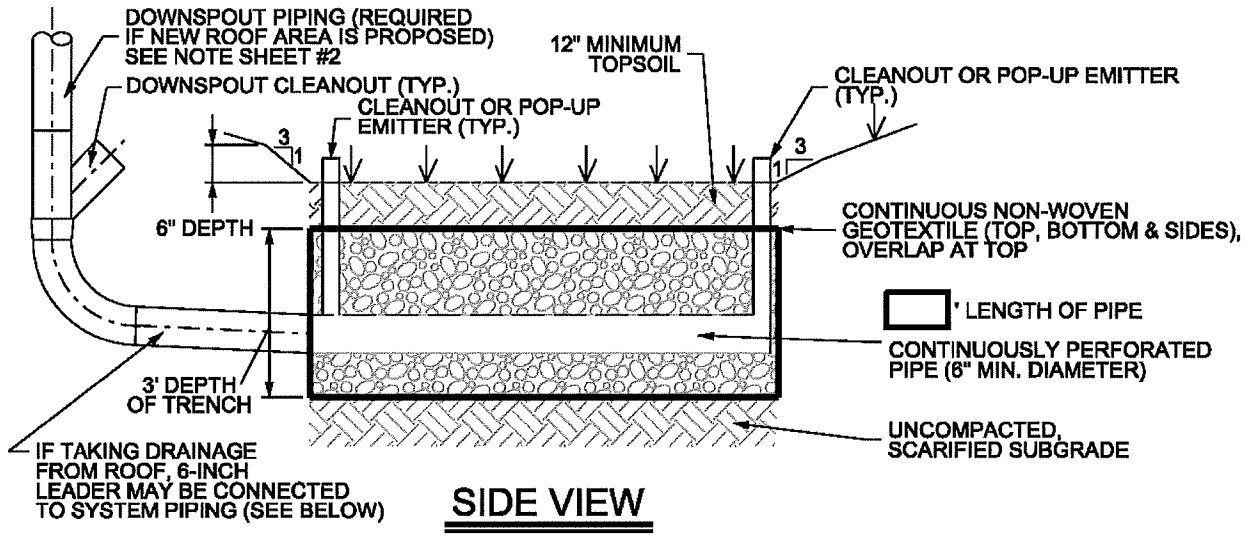
# SIMPLIFIED SITE PLAN

SHEET NO. 1

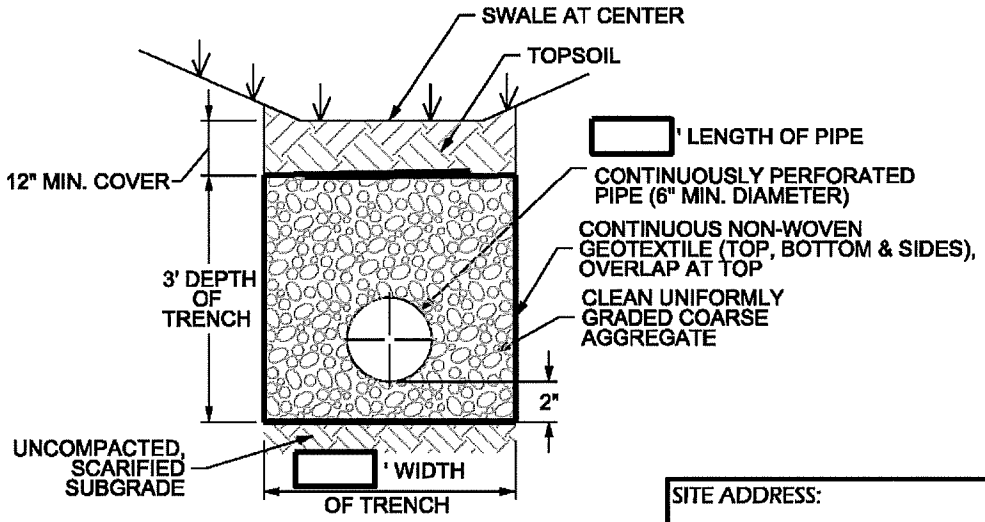
1 OF 4




## TOP VIEW




## SIDE VIEW




## CROSS-SECTION VIEW

SITE ADDRESS:

DATE:

SCALE: NOT TO SCALE

CEG CEDARVILLE

159 East High Street, Suite #500 | Pottstown, PA 19464
610.705.4500 (Office) | 610.705.4900 (Fax)

CHESTER COUNTY PENNSYLVANIA

# INFILTRATION TRENCH DETAIL

SHEET NO. 2

2 OF 4

# NOTES

§ 345-306.M: DURING SITE CONSTRUCTION, ALL INFILTRATION PRACTICE COMPONENTS SHALL BE PROTECTED FROM COMPACTION DUE TO HEAVY EQUIPMENT OPERATION OR STORAGE OF FILL OR CONSTRUCTION MATERIAL. INFILTRATION AREAS SHALL ALSO BE PROTECTED FROM SEDIMENTATION. AREAS THAT ARE ACCIDENTALLY COMPACTED OR GRADED SHALL BE REMEDIATED TO RESTORE SOIL COMPOSITION AND POROSITY. ADEQUATE DOCUMENTATION TO THIS EFFECT SHALL BE SUBMITTED TO THE TOWNSHIP ENGINEER FOR REVIEW. ALL AREAS DESIGNATED FOR INFILTRATION SHALL NOT RECEIVE RUNOFF UNTIL THE CONTRIBUTORY DRAINAGE AREA HAS ACHIEVED FINAL STABILIZATION.

§ 345-306.N: WHERE SEDIMENT TRANSPORT IN THE STORMWATER RUNOFF IS ANTICIPATED TO REACH THE INFILTRATION SYSTEM, APPROPRIATE PERMANENT MEASURES TO PREVENT OR COLLECT SEDIMENT SHALL BE INSTALLED PRIOR TO DISCHARGE TO THE INFILTRATION SYSTEM.

§ 345-306.O: WHERE ROOF DRAINS ARE DESIGNED TO DISCHARGE TO INFILTRATION PRACTICES, THEY SHALL HAVE APPROPRIATE MEASURES TO PREVENT CLOGGING BY UNWANTED DEBRIS (FOR EXAMPLE, SILT, LEAVES AND VEGETATION). SUCH MEASURES SHALL INCLUDE BUT ARE NOT LIMITED TO LEAF TRAPS, GUTTER GUARDS AND CLEANOUTS.

§ 345-306.R: THE FOLLOWING PROCEDURES AND MATERIALS SHALL BE REQUIRED DURING THE CONSTRUCTION OF ALL INFILTRATION TRENCHES:

(1) EXCAVATION FOR THE INFILTRATION TRENCH SHALL BE PERFORMED WITH EQUIPMENT THAT WILL NOT COMPACT THE BOTTOM OF THE INFILTRATION TRENCH.

(2) THE BOTTOM OF THE INFILTRATION TRENCH SHALL BE SCARIFIED PRIOR TO THE PLACEMENT OF AGGREGATE.

(3) ONLY CLEAN AGGREGATE WITH DOCUMENTED POROSITY, FREE OF FINES, SHALL BE ALLOWED.

(4) THE TOPS AND SIDES OF ALL INFILTRATION TRENCH SHALL BE COVERED WITH DRAINAGE FABRIC. FABRIC SHALL BE NONWOVEN FABRIC ACCEPTABLE TO THE TOWNSHIP ENGINEER.

(5) STORMWATER SHALL BE DISTRIBUTED THROUGHOUT THE ENTIRE SEEPAGE BED/TRENCH OR LIKE FACILITY AND PROVISIONS FOR THE COLLECTION OF DEBRIS SHALL BE PROVIDED IN ALL FACILITIES.

(6) PA ONECALL IS REQUIRED BEFORE ANY CONSTRUCTION ACTIVITIES COMMENCE.

## TRENCH LENGTH ( < 1000 SQUARE FEET OF REGULATED IMPERVIOUS SURFACE)

| Impervious Surface (sf) | 4' Wide Trench Length of Trench (ft) | 5' Wide Trench Length of Trench (ft) | 6' Wide Trench Length of Trench (ft) | 7' Wide Trench Length of Trench (ft) | 8' Wide Trench Length of Trench (ft) |
|---|---|---|---|---|---|
| 451-500 | 23.00 | 18.25 | 15.25 | 13.25 | 11.50 |
| 501-550 | 25.25 | 20.25 | 16.75 | 14.50 | 12.75 |
| 551-600 | 27.50 | 22.00 | 18.25 | 15.75 | 13.75 |
| 601-650 | 29.75 | 23.75 | 20.00 | 17.00 | 15.00 |
| 651-700 | 32.00 | 25.75 | 21.50 | 18.25 | 16.00 |
| 701-750 | 34.25 | 27.50 | 23.00 | 19.75 | 17.25 |
| 751-800 | 36.50 | 29.25 | 24.50 | 21.00 | 18.25 |
| 801-850 | 39.00 | 31.25 | 26.00 | 22.25 | 19.50 |
| 851-900 | 41.25 | 33.00 | 27.50 | 23.50 | 20.75 |
| 901-950 | 43.50 | 34.75 | 29.00 | 25.00 | 21.75 |
| 951-1000 | 45.75 | 36.50 | 30.50 | 26.25 | 23.00 |

* DIMENSIONS IN THIS TABLE HAVE BEEN DETERMINED FOR MANAGING THE DIFFERENCE BETWEEN THE PRE-DEVELOPMENT AND POST-DEVELOPMENT, 2-YEAR FREQUENCY, 24-HOUR DURATION RAINFALL RUNOFF VOLUME

* TRENCH SHOULD BE SIZED BASED ON SQUARE FEET OF ROOF AREA DIRECTED TO THE PROPOSED TRENCH, WHICH MAY NOT EQUAL THE REGULATED IMPERVIOUS SURFACE PROPOSED.

SITE ADDRESS:

DATE:

SCALE: NOT TO SCALE

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CHESTER COUNTY PENNSYLVANIA

INFILTRATION TRENCH NOTES

SHEET NO. 3B

3B OF 4

# NOTES

§ 345-306.M: DURING SITE CONSTRUCTION, ALL INFILTRATION PRACTICE COMPONENTS SHALL BE PROTECTED FROM COMPACTION DUE TO HEAVY EQUIPMENT OPERATION OR STORAGE OF FILL OR CONSTRUCTION MATERIAL. INFILTRATION AREAS SHALL ALSO BE PROTECTED FROM SEDIMENTATION. AREAS THAT ARE ACCIDENTALLY COMPACTED OR GRADED SHALL BE REMEDIATED TO RESTORE SOIL COMPOSITION AND POROSITY. ADEQUATE DOCUMENTATION TO THIS EFFECT SHALL BE SUBMITTED TO THE TOWNSHIP ENGINEER FOR REVIEW. ALL AREAS DESIGNATED FOR INFILTRATION SHALL NOT RECEIVE RUNOFF UNTIL THE CONTRIBUTORY DRAINAGE AREA HAS ACHIEVED FINAL STABILIZATION.

§ 345-306.N: WHERE SEDIMENT TRANSPORT IN THE STORMWATER RUNOFF IS ANTICIPATED TO REACH THE INFILTRATION SYSTEM, APPROPRIATE PERMANENT MEASURES TO PREVENT OR COLLECT SEDIMENT SHALL BE INSTALLED PRIOR TO DISCHARGE TO THE INFILTRATION SYSTEM.

§ 345-306.O: WHERE ROOF DRAINS ARE DESIGNED TO DISCHARGE TO INFILTRATION PRACTICES, THEY SHALL HAVE APPROPRIATE MEASURES TO PREVENT CLOGGING BY UNWANTED DEBRIS (FOR EXAMPLE, SILT, LEAVES AND VEGETATION). SUCH MEASURES SHALL INCLUDE BUT ARE NOT LIMITED TO LEAF TRAPS, GUTTER GUARDS AND CLEANOUTS.

§ 345-306.R: THE FOLLOWING PROCEDURES AND MATERIALS SHALL BE REQUIRED DURING THE CONSTRUCTION OF ALL INFILTRATION TRENCHES:

(1) EXCAVATION FOR THE INFILTRATION TRENCH SHALL BE PERFORMED WITH EQUIPMENT THAT WILL NOT COMPACT THE BOTTOM OF THE INFILTRATION TRENCH.

(2) THE BOTTOM OF THE INFILTRATION TRENCH SHALL BE SCARIFIED PRIOR TO THE PLACEMENT OF AGGREGATE.

(3) ONLY CLEAN AGGREGATE WITH DOCUMENTED POROSITY, FREE OF FINES, SHALL BE ALLOWED.

(4) THE TOPS AND SIDES OF ALL INFILTRATION TRENCH SHALL BE COVERED WITH DRAINAGE FABRIC. FABRIC SHALL BE NONWOVEN FABRIC ACCEPTABLE TO THE TOWNSHIP ENGINEER.

(5) STORMWATER SHALL BE DISTRIBUTED THROUGHOUT THE ENTIRE SEEPAGE BED/TRENCH OR LIKE FACILITY AND PROVISIONS FOR THE COLLECTION OF DEBRIS SHALL BE PROVIDED IN ALL FACILITIES.

(6) PA ONECALL IS REQUIRED BEFORE ANY CONSTRUCTION ACTIVITIES COMMENCE.

## TRENCH LENGTH (1000-2000 SQUARE FEET OF REGULATED IMPERVIOUS SURFACE)

| Impervious Surface (sf) | 4' Wide Trench Length of Trench (ft) | 5' Wide Trench Length of Trench (ft) | 6' Wide Trench Length of Trench (ft) | 7' Wide Trench Length of Trench (ft) | 8' Wide Trench Length of Trench (ft) |
|---|---|---|---|---|---|
| 1000 | 45.75 | 36.50 | 30.50 | 26.25 | 23.00 |
| 1001-1050 | 46.75 | 37.50 | 31.25 | 26.75 | 23.50 |
| 1051-1100 | 48.00 | 38.50 | 32.00 | 27.50 | 24.00 |
| 1101-1150 | 49.25 | 39.25 | 32.75 | 28.25 | 24.75 |
| 1151-1200 | 50.25 | 40.25 | 33.50 | 28.75 | 25.25 |
| 1201-1250 | 54.75 | 44.00 | 36.50 | 31.50 | 27.50 |
| 1251-1300 | 59.50 | 47.50 | 39.75 | 34.00 | 29.75 |
| 1301-1350 | 61.75 | 49.25 | 41.25 | 35.25 | 71.00 |
| 1351-1400 | 64.00 | 51.25 | 42.75 | 36.50 | 32.00 |
| 1401-1450 | 66.25 | 53.00 | 44.25 | 38.00 | 33.25 |
| 1451-1500 | 68.50 | 54.75 | 45.75 | 39.25 | 34.25 |
| 1501-1550 | 70.75 | 56.75 | 47.25 | 40.50 | 35.50 |
| 1551-1600 | 73.00 | 58.50 | 48.75 | 41.75 | 36.50 |
| 1601-1650 | 75.25 | 60.25 | 50.25 | 43.00 | 37.75 |
| 1651-1700 | 77.75 | 62.25 | 51.75 | 44.50 | 39.00 |
| 1701-1750 | 80.00 | 64.00 | 53.25 | 45.75 | 40.00 |
| 1751-1800 | 82.25 | 65.75 | 54.75 | 47.00 | 41.25 |
| 1801-1850 | 84.50 | 67.50 | 56.25 | 48.25 | 42.25 |
| 1851-1900 | 86.75 | 69.50 | 58.00 | 49.75 | 43.50 |
| 1901-1950 | 89.00 | 71.25 | 59.50 | 51.00 | 44.50 |
| 1951-1999 | 91.25 | 73.00 | 61.00 | 52.75 | 45.75 |

* DIMENSIONS IN THIS TABLE HAVE BEEN DETERMINED FOR MANAGING THE DIFFERENCE BETWEEN THE PRE-DEVELOPMENT AND POST-DEVELOPMENT, 2-YEAR FREQUENCY, 24-HOUR DURATION RAINFALL RUNOFF VOLUME

* TRENCH SHOULD BE SIZED BASED ON SQUARE FEET OF ROOF AREA DIRECTED TO THE PROPOSED TRENCH, WHICH MAY NOT EQUAL THE REGULATED IMPERVIOUS SURFACE PROPOSED.

SITE ADDRESS:

DATE:

SCALE: NOT TO SCALE

CEG CEDARVILLE
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610.705.4500 (Office) | 610.705.4900 (Fax)

CHESTER COUNTY PENNSYLVANIA

INFILTRATION TRENCH NOTES

SHEET NO. 3C

3C OF 4

# STORMWATER FACILITIES OPERATIONS AND MAINTENANCE PLAN

THE HOMEOWNER WILL BE RESPONSIBLE FOR THE OPERATION AND MAINTENANCE OF ALL STORMWATER AND BMP FACILITIES. THE FACILITIES WILL INCLUDE THE INFILTRATION TRENCH ON THE PROPERTY AS WELL AS ANY YARD OR ROOF DRAINS, PIPING, POP-UP EMITTERS OR CLEAN-OUTS SHOWN ON THIS PLAN.

MAINTENANCE AND OPERATION WILL BE AS FOLLOWS:

1. THE INFILTRATION TRENCH AND CONVEYANCES DESCRIBED IN THIS PLAN SHALL BE INSPECTED ANNUALLY OR AS NEEDED FOLLOWING SIGNIFICANT PRECIPITATION EVENTS TO ASCERTAIN IF ANY SEDIMENT IS ENTERING THE FACILITIES. THE INFILTRATION TRENCH AND CONVEYANCES DESCRIBED IN THIS PLAN SHALL BE CLEANED IF NECESSARY. CLEANING WILL CONSIST OF REMOVING THE ACCUMULATED SILT, DEBRIS, OR SEDIMENT.
2. THE OVERLYING VEGETATION ON THE INFILTRATION TRENCH SHALL BE MAINTAINED IN GOOD CONDITION, AND ANY BARE SPOTS RE-VEGETATED AS SOON AS POSSIBLE.
3. VEHICULAR ACCESS ON THE INFILTRATION TRENCH SHOULD BE PROHIBITED, AND CARE SHOULD BE TAKEN TO AVOID EXCESSIVE COMPACTION BY MOWERS.
4. REPAIR ALL DAMAGED PIPING, CLEAN-OUTS, AND POP-UP EMITTERS PROMPTLY TO PREVENT SEDIMENT FROM ENTERING THE SYSTEM. SPECIAL CARE SHOULD BE TAKEN TO AVOID DAMAGING EXPOSED ELEMENTS WITH MOWERS AND/OR STRING TRIMMERS.
5. GRASSES OVER THE INFILTRATION TRENCH SHALL BE MOWED AT LEAST TWICE EACH YEAR. TREES AND SHRUBS SHOULD NOT BE PERMITTED TO GROW ABOVE THE INFILTRATION TRENCH.

SITE ADDRESS:

DATE:

SCALE: NOT TO SCALE

CEG CEDARVILLE
159 East High Street, Suite #500 | Pottstown, PA 19464
610.705.4500 (Office) | 610.705.4900 (Fax)

CHESTER COUNTY PENNSYLVANIA

INFILTRATION TRENCH OPERATION & MAINTENANCE NOTES

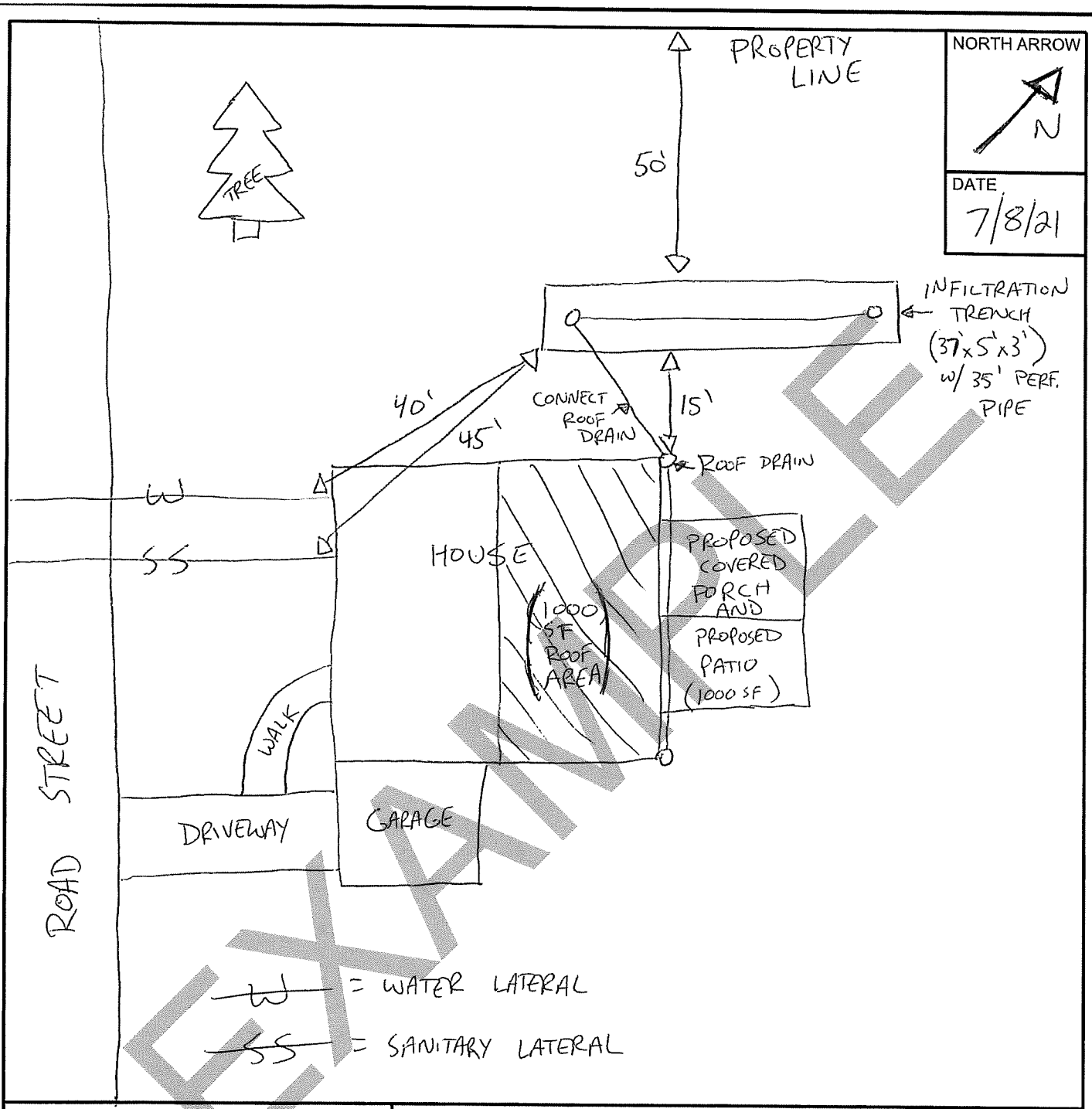
SHEET NO. 4

4 OF 4

*APPENDIX E*

## 6.0 Example Simplified Approach Stormwater Management Site Plans

The pages below include an example Simplified Approach Stormwater Management Site Plan (Sheets No. 1 – 4).




EXAMPLE

Underground Service Alert
Call: TOLL FREE
1-800-242-1776
THREE WORKING DAYS BEFORE YOU DIG

PROPERTY OWNER
NAME: JOHN SMITH
ADDRESS: 123 ROAD STREET, TOWN PA 07734

PLAN PREPARER
NAME:
ADDRESS: SAME AS ABOVE

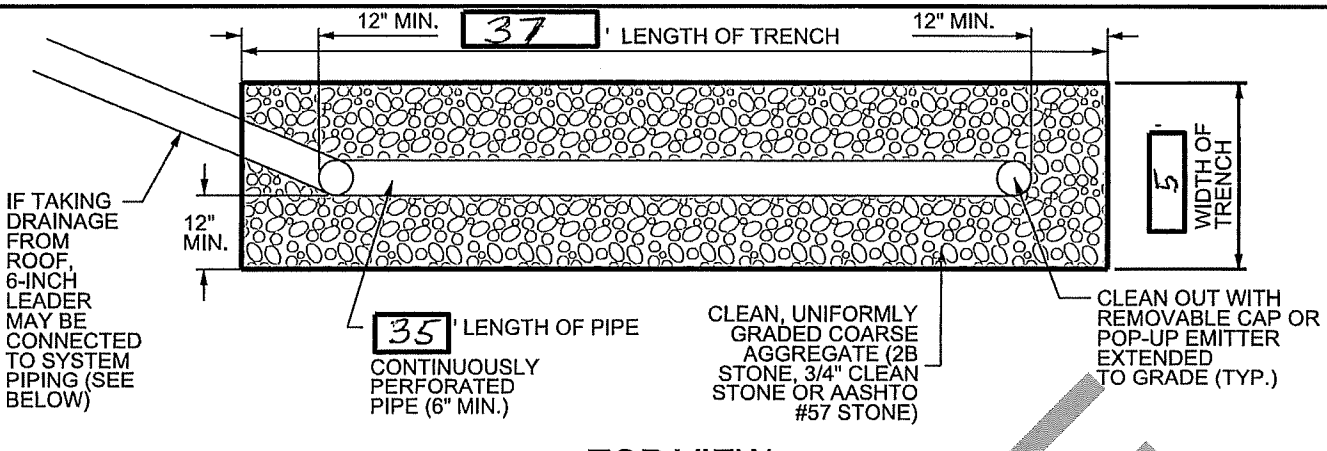
FOR USE BY MUNICIPAL ENGINEER

CHESTER COUNTY PENNSYLVANIA

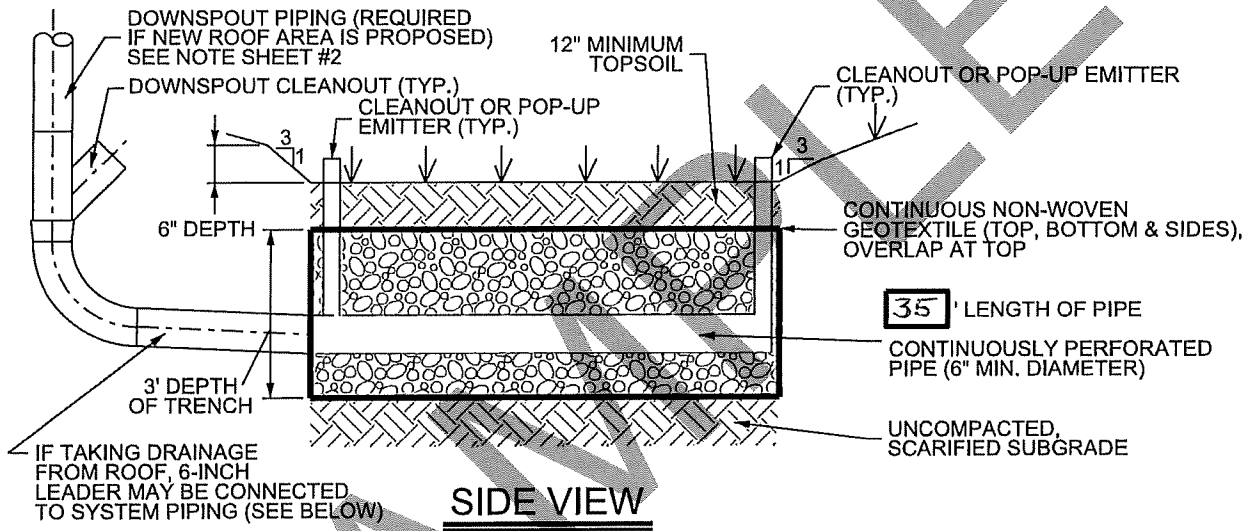
# SIMPLIFIED SITE PLAN

SHEET NO. 1

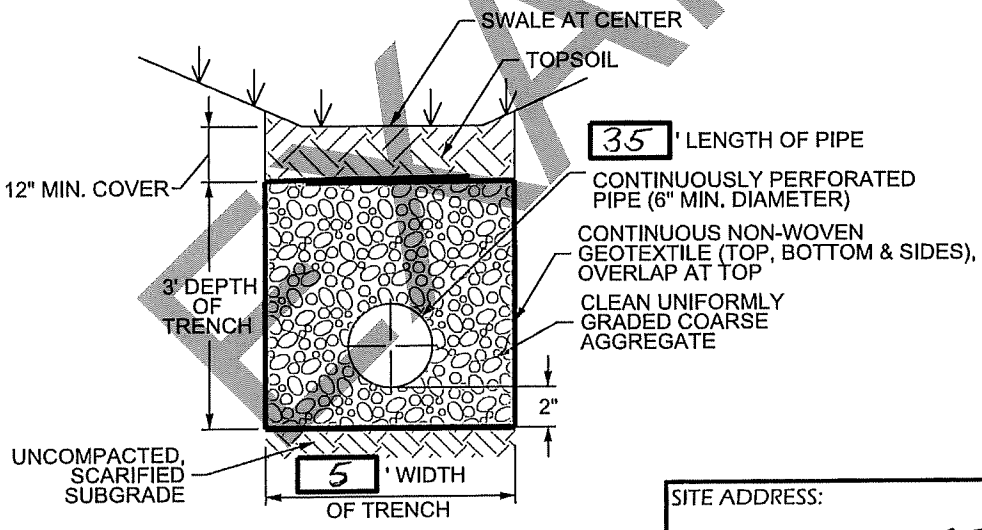
1 OF 4




## TOP VIEW




## SIDE VIEW




## CROSS-SECTION VIEW

EXAMPLE

SITE ADDRESS: 123 ROAD STREET, TOWN PA 07734

DATE: 7/8/21

SCALE: NOT TO SCALE

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610.705.4500 (Office) | 610.705.4900 (Fax)

CHESTER COUNTY PENNSYLVANIA

# INFILTRATION TRENCH DETAIL

SHEET NO. 2

2 OF 4

# NOTES

§ 345-306.M: DURING SITE CONSTRUCTION, ALL INFILTRATION PRACTICE COMPONENTS SHALL BE PROTECTED FROM COMPACTION DUE TO HEAVY EQUIPMENT OPERATION OR STORAGE OF FILL OR CONSTRUCTION MATERIAL. INFILTRATION AREAS SHALL ALSO BE PROTECTED FROM SEDIMENTATION. AREAS THAT ARE ACCIDENTALLY COMPACTED OR GRADED SHALL BE REMEDIATED TO RESTORE SOIL COMPOSITION AND POROSITY. ADEQUATE DOCUMENTATION TO THIS EFFECT SHALL BE SUBMITTED TO THE TOWNSHIP ENGINEER FOR REVIEW. ALL AREAS DESIGNATED FOR INFILTRATION SHALL NOT RECEIVE RUNOFF UNTIL THE CONTRIBUTORY DRAINAGE AREA HAS ACHIEVED FINAL STABILIZATION.

§ 345-306.N: WHERE SEDIMENT TRANSPORT IN THE STORMWATER RUNOFF IS ANTICIPATED TO REACH THE INFILTRATION SYSTEM, APPROPRIATE PERMANENT MEASURES TO PREVENT OR COLLECT SEDIMENT SHALL BE INSTALLED PRIOR TO DISCHARGE TO THE INFILTRATION SYSTEM.

§ 345-306.O: WHERE ROOF DRAINS ARE DESIGNED TO DISCHARGE TO INFILTRATION PRACTICES, THEY SHALL HAVE APPROPRIATE MEASURES TO PREVENT CLOGGING BY UNWANTED DEBRIS (FOR EXAMPLE, SILT, LEAVES AND VEGETATION). SUCH MEASURES SHALL INCLUDE BUT ARE NOT LIMITED TO LEAF TRAPS, GUTTER GUARDS AND CLEANOUTS.

§ 345-306.R: THE FOLLOWING PROCEDURES AND MATERIALS SHALL BE REQUIRED DURING THE CONSTRUCTION OF ALL INFILTRATION TRENCHES:

(1) EXCAVATION FOR THE INFILTRATION TRENCH SHALL BE PERFORMED WITH EQUIPMENT THAT WILL NOT COMPACT THE BOTTOM OF THE INFILTRATION TRENCH.

(2) THE BOTTOM OF THE INFILTRATION TRENCH SHALL BE SCARIFIED PRIOR TO THE PLACEMENT OF AGGREGATE.

(3) ONLY CLEAN AGGREGATE WITH DOCUMENTED POROSITY, FREE OF FINES, SHALL BE ALLOWED.

(4) THE TOPS AND SIDES OF ALL INFILTRATION TRENCH SHALL BE COVERED WITH DRAINAGE FABRIC. FABRIC SHALL BE NONWOVEN FABRIC ACCEPTABLE TO THE TOWNSHIP ENGINEER.

(5) STORMWATER SHALL BE DISTRIBUTED THROUGHOUT THE ENTIRE SEEPAGE BED/TRENCH OR LIKE FACILITY AND PROVISIONS FOR THE COLLECTION OF DEBRIS SHALL BE PROVIDED IN ALL FACILITIES.

(6) PA ONECALL IS REQUIRED BEFORE ANY CONSTRUCTION ACTIVITIES COMMENCE.

## TRENCH LENGTH ( < 1000 SQUARE FEET OF REGULATED IMPERVIOUS SURFACE)

| Impervious Surface | 4' Wide Trench Length of Trench (ft) | 5' Wide Trench Length of Trench (ft) | 6' Wide Trench Length of Trench (ft) | 7' Wide Trench Length of Trench (ft) | 8' Wide Trench Length of Trench (ft) |
|---|---|---|---|---|---|
| 451-500 | 8.75 | 7.00 | 6.00 | 5.00 | 4.50 |
| 501-550 | 9.75 | 7.75 | 6.50 | 5.50 | 5.00 |
| 551-600 | 10.50 | 8.50 | 7.00 | 6.00 | 5.25 |
| 601-650 | 11.50 | 9.25 | 7.75 | 6.50 | 5.75 |
| 651-700 | 12.25 | 9.75 | 8.25 | 7.00 | 6.25 |
| 701-750 | 13.25 | 10.50 | 8.75 | 7.50 | 6.75 |
| 751-800 | 14.00 | 11.25 | 9.50 | 8.00 | 7.00 |
| 801-850 | 15.00 | 12.00 | 10.00 | 8.50 | 7.50 |
| 851-900 | 15.75 | 12.50 | 10.50 | 9.00 | 8.00 |
| 901-950 | 16.50 | 13.25 | 11.00 | 9.50 | 8.50 |
| 951-1000 | 17.50 | 14.00 | 11.75 | 10.00 | 8.75 |

* DIMENSIONS IN THIS TABLE HAVE BEEN DETERMINED FOR MANAGING THE 1-INCH RAINFALL RUNOFF VOLUME.

* TRENCH SHOULD BE SIZED BASED ON SQUARE FEET OF ROOF AREA DIRECTED TO THE PROPOSED TRENCH, WHICH MAY NOT EQUAL THE REGULATED IMPERVIOUS SURFACE PROPOSED.

EXAMPLE

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DATE: 7/8/21

SCALE: NOT TO SCALE

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610.705.4500 (Office) | 610.705.4900 (Fax)

CHESTER COUNTY PENNSYLVANIA

INFILTRATION TRENCH NOTES

SHEET NO. 3A

3A OF 4

# NOTES

§ 345-306.M: DURING SITE CONSTRUCTION, ALL INFILTRATION PRACTICE COMPONENTS SHALL BE PROTECTED FROM COMPACTION DUE TO HEAVY EQUIPMENT OPERATION OR STORAGE OF FILL OR CONSTRUCTION MATERIAL. INFILTRATION AREAS SHALL ALSO BE PROTECTED FROM SEDIMENTATION. AREAS THAT ARE ACCIDENTALLY COMPACTED OR GRADED SHALL BE REMEDIATED TO RESTORE SOIL COMPOSITION AND POROSITY. ADEQUATE DOCUMENTATION TO THIS EFFECT SHALL BE SUBMITTED TO THE TOWNSHIP ENGINEER FOR REVIEW. ALL AREAS DESIGNATED FOR INFILTRATION SHALL NOT RECEIVE RUNOFF UNTIL THE CONTRIBUTORY DRAINAGE AREA HAS ACHIEVED FINAL STABILIZATION.

§ 345-306.N: WHERE SEDIMENT TRANSPORT IN THE STORMWATER RUNOFF IS ANTICIPATED TO REACH THE INFILTRATION SYSTEM, APPROPRIATE PERMANENT MEASURES TO PREVENT OR COLLECT SEDIMENT SHALL BE INSTALLED PRIOR TO DISCHARGE TO THE INFILTRATION SYSTEM.

§ 345-306.O: WHERE ROOF DRAINS ARE DESIGNED TO DISCHARGE TO INFILTRATION PRACTICES, THEY SHALL HAVE APPROPRIATE MEASURES TO PREVENT CLOGGING BY UNWANTED DEBRIS (FOR EXAMPLE, SILT, LEAVES AND VEGETATION). SUCH MEASURES SHALL INCLUDE BUT ARE NOT LIMITED TO LEAF TRAPS, GUTTER GUARDS AND CLEANOUTS.

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(2) THE BOTTOM OF THE INFILTRATION TRENCH SHALL BE SCARIFIED PRIOR TO THE PLACEMENT OF AGGREGATE.

(3) ONLY CLEAN AGGREGATE WITH DOCUMENTED POROSITY, FREE OF FINES, SHALL BE ALLOWED.

(4) THE TOPS AND SIDES OF ALL INFILTRATION TRENCH SHALL BE COVERED WITH DRAINAGE FABRIC. FABRIC SHALL BE NONWOVEN FABRIC ACCEPTABLE TO THE TOWNSHIP ENGINEER.

(5) STORMWATER SHALL BE DISTRIBUTED THROUGHOUT THE ENTIRE SEEPAGE BED/TRENCH OR LIKE FACILITY AND PROVISIONS FOR THE COLLECTION OF DEBRIS SHALL BE PROVIDED IN ALL FACILITIES.

(6) PA ONECALL IS REQUIRED BEFORE ANY CONSTRUCTION ACTIVITIES COMMENCE.

## TRENCH LENGTH ( < 1000 SQUARE FEET OF REGULATED IMPERVIOUS SURFACE)

| Impervious | 4' Wide Trench | 5' Wide Trench | 6' Wide Trench | 7' Wide Trench | 8' Wide Trench |
|---|---|---|---|---|---|
| Surface (sf) | Length of Trench (ft) | Length of Trench (ft) | Length of Trench (ft) | Length of Trench (ft) | Length of Trench (ft) |
| 451-500 | 23.00 | 18.25 | 15.25 | 13.25 | 11.50 |
| 501-550 | 25.25 | 20.25 | 16.75 | 14.50 | 12.75 |
| 551-600 | 27.50 | 22.00 | 18.25 | 15.75 | 13.75 |
| 601-650 | 29.75 | 23.75 | 20.00 | 17.00 | 15.00 |
| 651-700 | 32.00 | 25.75 | 21.50 | 18.25 | 16.00 |
| 701-750 | 34.25 | 27.50 | 23.00 | 19.75 | 17.25 |
| 751-800 | 36.50 | 29.25 | 24.50 | 21.00 | 18.25 |
| 801-850 | 39.00 | 31.25 | 26.00 | 22.25 | 19.50 |
| 851-900 | 41.25 | 33.00 | 27.50 | 23.50 | 20.75 |
| 901-950 | 43.50 | 34.75 | 29.00 | 25.00 | 21.75 |
| 951-1000 | ~~45.75~~ | 36.50 | 30.50 | 26.25 | 23.00 |

* DIMENSIONS IN THIS TABLE HAVE BEEN DETERMINED FOR MANAGING THE DIFFERENCE BETWEEN THE PRE-DEVELOPMENT AND POST-DEVELOPMENT, 2-YEAR FREQUENCY, 24-HOUR DURATION RAINFALL RUNOFF VOLUME

* TRENCH SHOULD BE SIZED BASED ON SQUARE FEET OF ROOF AREA DIRECTED TO THE PROPOSED TRENCH, WHICH MAY NOT EQUAL THE REGULATED IMPERVIOUS SURFACE PROPOSED.

EXAMPLE

SITE ADDRESS: 123 ROAD STREET, TOWN PA 07734

DATE: 7/8/21

SCALE: NOT TO SCALE

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610.705.4500 (Office) | 610.705.4900 (Fax)

CHESTER COUNTY PENNSYLVANIA

INFILTRATION TRENCH NOTES

SHEET NO. 3B

3B OF 4

# NOTES

§ 345-306.M: DURING SITE CONSTRUCTION, ALL INFILTRATION PRACTICE COMPONENTS SHALL BE PROTECTED FROM COMPACTION DUE TO HEAVY EQUIPMENT OPERATION OR STORAGE OF FILL OR CONSTRUCTION MATERIAL. INFILTRATION AREAS SHALL ALSO BE PROTECTED FROM SEDIMENTATION. AREAS THAT ARE ACCIDENTALLY COMPACTED OR GRADED SHALL BE REMEDIATED TO RESTORE SOIL COMPOSITION AND POROSITY. ADEQUATE DOCUMENTATION TO THIS EFFECT SHALL BE SUBMITTED TO THE TOWNSHIP ENGINEER FOR REVIEW. ALL AREAS DESIGNATED FOR INFILTRATION SHALL NOT RECEIVE RUNOFF UNTIL THE CONTRIBUTORY DRAINAGE AREA HAS ACHIEVED FINAL STABILIZATION.

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(5) STORMWATER SHALL BE DISTRIBUTED THROUGHOUT THE ENTIRE SEEPAGE BED/TRENCH OR LIKE FACILITY AND PROVISIONS FOR THE COLLECTION OF DEBRIS SHALL BE PROVIDED IN ALL FACILITIES.

(6) PA ONECALL IS REQUIRED BEFORE ANY CONSTRUCTION ACTIVITIES COMMENCE.

## TRENCH LENGTH (1000-2000 SQUARE FEET OF REGULATED IMPERVIOUS SURFACE)

| Impervious Surface (sf) | 4' Wide Trench Length of Trench (ft) | 5' Wide Trench Length of Trench (ft) | 6' Wide Trench Length of Trench (ft) | 7' Wide Trench Length of Trench (ft) | 8' Wide Trench Length of Trench (ft) |
|---|---|---|---|---|---|
| 1000 | 45.75 | 36.50 | 30.50 | 26.25 | 23.00 |
| 1001-1050 | 46.75 | 37.50 | 31.25 | 26.75 | 23.50 |
| 1051-1100 | 48.00 | 38.50 | 32.00 | 27.50 | 24.00 |
| 1101-1150 | 49.25 | 39.25 | 32.75 | 28.25 | 24.75 |
| 1151-1200 | 50.25 | 40.25 | 33.50 | 28.75 | 25.25 |
| 1201-1250 | 54.75 | 44.00 | 36.50 | 31.50 | 27.50 |
| 1251-1300 | 59.50 | 47.50 | 39.75 | 34.00 | 29.75 |
| 1301-1350 | 61.75 | 49.25 | 41.25 | 35.25 | 71.00 |
| 1351-1400 | 64.00 | 51.25 | 42.75 | 36.50 | 32.00 |
| 1401-1450 | 66.25 | 53.00 | 44.25 | 38.00 | 33.25 |
| 1451-1500 | 68.50 | 54.75 | 45.75 | 39.25 | 34.25 |
| 1501-1550 | 70.75 | 56.75 | 47.25 | 40.50 | 35.50 |
| 1551-1600 | 73.00 | 58.50 | 48.75 | 41.75 | 36.50 |
| 1601-1650 | 75.25 | 60.25 | 50.25 | 43.00 | 37.75 |
| 1651-1700 | 77.75 | 62.25 | 51.75 | 44.50 | 39.00 |
| 1701-1750 | 80.00 | 64.00 | 53.25 | 45.75 | 40.00 |
| 1751-1800 | 82.25 | 65.75 | 54.75 | 47.00 | 41.25 |
| 1801-1850 | 84.50 | 67.50 | 56.25 | 48.25 | 42.25 |
| 1851-1900 | 86.75 | 69.50 | 58.00 | 49.75 | 43.50 |
| 1901-1950 | 89.00 | 71.25 | 59.50 | 51.00 | 44.50 |
| 1951-1999 | 91.25 | 73.00 | 61.00 | 52.75 | 45.75 |

* DIMENSIONS IN THIS TABLE HAVE BEEN DETERMINED FOR MANAGING THE DIFFERENCE BETWEEN THE PRE-DEVELOPMENT AND POST-DEVELOPMENT, 2-YEAR FREQUENCY, 24-HOUR DURATION RAINFALL RUNOFF VOLUME

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SITE ADDRESS: 123 ROAD STREET, TOWN PA 07734

DATE: 7/8/21

SCALE: NOT TO SCALE

CEG CEDARVILLE
159 East High Street, Suite #500 | Pottstown, PA 19464
610.705.4500 (Office) | 610.705.4900 (Fax)

CHESTER COUNTY PENNSYLVANIA

INFILTRATION TRENCH NOTES

SHEET NO. 3C

3C OF 4

EXAMPLE

# STORMWATER FACILITIES OPERATIONS AND MAINTENANCE PLAN

THE HOMEOWNER WILL BE RESPONSIBLE FOR THE OPERATION AND MAINTENANCE OF ALL STORMWATER AND BMP FACILITIES. THE FACILITIES WILL INCLUDE THE INFILTRATION TRENCH ON THE PROPERTY AS WELL AS ANY YARD OR ROOF DRAINS, PIPING, POP-UP EMITTERS OR CLEAN-OUTS SHOWN ON THIS PLAN.

MAINTENANCE AND OPERATION WILL BE AS FOLLOWS:

1. THE INFILTRATION TRENCH AND CONVEYANCES DESCRIBED IN THIS PLAN SHALL BE INSPECTED ANNUALLY OR AS NEEDED FOLLOWING SIGNIFICANT PRECIPITATION EVENTS TO ASCERTAIN IF ANY SEDIMENT IS ENTERING THE FACILITIES. THE INFILTRATION TRENCH AND CONVEYANCES DESCRIBED IN THIS PLAN SHALL BE CLEANED IF NECESSARY. CLEANING WILL CONSIST OF REMOVING THE ACCUMULATED SILT, DEBRIS, OR SEDIMENT.
2. THE OVERLYING VEGETATION ON THE INFILTRATION TRENCH SHALL BE MAINTAINED IN GOOD CONDITION, AND ANY BARE SPOTS RE-VEGETATED AS SOON AS POSSIBLE.
3. VEHICULAR ACCESS ON THE INFILTRATION TRENCH SHOULD BE PROHIBITED, AND CARE SHOULD BE TAKEN TO AVOID EXCESSIVE COMPACTION BY MOWERS.
4. REPAIR ALL DAMAGED PIPING, CLEAN-OUTS, AND POP-UP EMITTERS PROMPTLY TO PREVENT SEDIMENT FROM ENTERING THE SYSTEM. SPECIAL CARE SHOULD BE TAKEN TO AVOID DAMAGING EXPOSED ELEMENTS WITH MOWERS AND/OR STRING TRIMMERS.
5. GRASSES OVER THE INFILTRATION TRENCH SHALL BE MOWED AT LEAST TWICE EACH YEAR. TREES AND SHRUBS SHOULD NOT BE PERMITTED TO GROW ABOVE THE INFILTRATION TRENCH.

EXAMPLE

SITE ADDRESS: 123 ROAD STREET, TOWN PA 07734

DATE: 7/8/21

SCALE: NOT TO SCALE

CEG CEDARVILLE
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610.705.4500 (Office) | 610.705.4900 (Fax)

CHESTER COUNTY PENNSYLVANIA

INFILTRATION TRENCH OPERATION & MAINTENANCE NOTES

SHEET NO. 4

4 OF 4

20221123065128

**COMMONWEALTH OF PENNSYLVANIA**
*Department of State*
*Bureau of Corporations and Charitable Organizations*
PO Box 8721
Harrisburg, Pennsylvania 17105-8721
**UCC1 FINANCING STATEMENT**
Fee: $84

**Pennsylvania Department of State**
**-FILED-**
File #: 20221123065128
Date Filed: 11/23/2022

Filer contact information

| | |
|---|---|
| Contact Name | Stephen P. McGuire, Esquire |
| Phone Number | (610) 436-4400 |
| Email Address | lgianchetti@buckleyllp.com |

Submitter information

| | |
|---|---|
| Name | Stephen P. McGuire, Esquire |
| Address | 118 W. MARKET STREET<br>SUITE 300<br>WEST CHESTER, PA 19382 |

Debtors

| DEBTOR'S NAME | MAILING ADDRESS |
|---|---|
| Dr. Peter Schatzberg, D.C., P.C. | C/O 1308 MACDADE BLVD<br>FOLSOM, PA 19033 |

Secured Parties

| SECURED PARTY'S NAME | MAILING ADDRESS | Assignor |
|---|---|---|
| S&T Bank | 355 NORTH 5TH STREET<br>COMMERCIAL LOAN DEPT<br>INDIANA, PA 15701 | ☐ |

Collateral

All of the Debtor's assets of every kind and nature, (machinery, equipment and furniture) wherever located, whether now owned or hereafter acquired, including, without limitation, all accounts, all chattel paper, all documents, all instruments, all inventory, all general intangibles, all equipment, all fixtures, all deposit accounts, all goods, all letter of credit rights, all supporting obligations, all investment property, all commercial tort claims, all property of Debtor, now or hereafter in Secured Party's possession; and all proceeds (including, without limitation, insurance proceeds), whether cash or non-cash, of all of the foregoing described property.

Designations

| | |
|---|---|
| Select the designation which describes this financing statement | Not Applicable |
| Select an additional designation which describes this financing statement | Not Applicable |

Alternative Designations

| | |
|---|---|
| Select the alternative designation which describes this financing statement | Not Applicable |

| | |
|---|---|
| Optional Filer Reference Data | PA Secretary of State |

B0451-3713 11/23/2022 10:09 AM Received by Pennsylvania Department of State

20221123065117

**COMMONWEALTH OF PENNSYLVANIA**
*Department of State*
*Bureau of Corporations and Charitable Organizations*
PO Box 8721
Harrisburg, Pennsylvania 17105-8721

# UCC1 FINANCING STATEMENT

Fee: $84

**Pennsylvania Department of State**

**-FILED-**

File #: 20221123065117
Date Filed: 11/23/2022

Filer contact information

| | |
|---|---|
| Contact Name | Stephen P. McGuire, Esquire |
| Phone Number | (610) 436-4400 |
| Email Address | lgianchetti@buckleyllp.com |

Submitter information

| | |
|---|---|
| Name | Stephen P. McGuire, Esquire |
| Address | 118 W. MARKET STREET<br>SUITE 300<br>WEST CHESTER, PA 19382 |

Debtors

| DEBTOR'S NAME | MAILING ADDRESS |
|---|---|
| Philadelphia Pain Management, Inc. | C/O 1308 MACDADE BLVD<br>FOLSOM, PA 19033 |

Secured Parties

| SECURED PARTY'S NAME | MAILING ADDRESS | Assignor |
|---|---|---|
| S&T Bank | 355 NORTH 5TH STREET<br>COMMERCIAL LOAN DEPT<br>INDIANA, PA 15701 | ☐ |

Collateral

All of the Debtor's assets of every kind and nature, (machinery, equipment and furniture) wherever located, whether now owned or hereafter acquired, including, without limitation, all accounts, all chattel paper, all documents, all instruments, all inventory, all general intangibles, all equipment, all fixtures, all deposit accounts, all goods, all letter of credit rights, all supporting obligations, all investment property, all commercial tort claims, all property of Debtor, now or hereafter in Secured Party's possession; and all proceeds (including, without limitation, insurance proceeds), whether cash or non-cash, of all of the foregoing described property.

Designations

| | |
|---|---|
| Select the designation which describes this financing statement | Not Applicable |
| Select an additional designation which describes this financing statement | Not Applicable |

Alternative Designations

| | |
|---|---|
| Select the alternative designation which describes this financing statement | Not Applicable |

| | |
|---|---|
| Optional Filer Reference Data | PA Secretary of State |

B0451-3634 11/23/2022 9:58 AM Received by Pennsylvania Department of State

20221123065107

**COMMONWEALTH OF PENNSYLVANIA**
*Department of State*
*Bureau of Corporations and Charitable Organizations*
PO Box 8721
Harrisburg, Pennsylvania 17105-8721
**UCC1 FINANCING STATEMENT**
Fee: $84

**Pennsylvania Department of State**
**-FILED-**
File #: 20221123065107
Date Filed: 11/23/2022

Filer contact information

| | |
|---|---|
| Contact Name | Stephen P. McGuire, Esquire |
| Phone Number | (610) 436-4400 |
| Email Address | lgianchetti@buckleyllp.com |

Submitter information

| | |
|---|---|
| Name | Stephen P. McGuire, Esquire |
| Address | 118 W. MARKET STREET<br>SUITE 300<br>WEST CHESTER, PA 19382 |

Debtors

| DEBTOR'S NAME | MAILING ADDRESS |
|---|---|
| Cheltenham Pain Management, LLC | C/O 1308 MACDADE BLVD<br>FOLSOM, PA 19033 |

Secured Parties

| SECURED PARTY'S NAME | MAILING ADDRESS | Assignor |
|---|---|---|
| S&T Bank | 355 NORTH 5TH STREET<br>COMMERCIAL LOAN DEPT<br>INDIANA, PA 15701 | ☐ |

Collateral

All of the Debtor's assets of every kind and nature, (machinery, equipment and furniture) wherever located, whether now owned or hereafter acquired, including, without limitation, all accounts, all chattel paper, all documents, all instruments, all inventory, all general intangibles, all equipment, all fixtures, all deposit accounts, all goods, all letter of credit rights, all supporting obligations, all investment property, all commercial tort claims, all property of Debtor, now or hereafter in Secured Party's possession; and all proceeds (including, without limitation, insurance proceeds), whether cash or non-cash, of all of the foregoing described property.

Designations

| | |
|---|---|
| Select the designation which describes this financing statement | Not Applicable |
| Select an additional designation which describes this financing statement | Not Applicable |

Alternative Designations

| | |
|---|---|
| Select the alternative designation which describes this financing statement | Not Applicable |

| | |
|---|---|
| Optional Filer Reference Data | PA Secretary of State |

B0451-3526 11/23/2022 9:45 AM Received by Pennsylvania Department of State

# ORDINANCE APPENDIX B

# CONSERVATION DESIGN AND LOW IMPACT DEVELOPMENT SITE DESIGN

# CONSERVATION DESIGN & LOW IMPACT DEVELOPMENT SITE DESIGN

## INTRODUCTION

Traditional approaches to land development often radically alter natural hydrologic conditions by constructing collection and conveyance systems that are designed to remove runoff from a site as quickly as possible and capture it in a detention basin. This approach has often led to the degradation of water quality, reduced groundwater recharge, and increased volumes of stormwater runoff, as well as the imposition of expenditures to detain and manage concentrated runoff downstream. Fortunately, the study of hydrology (the way rainfall interacts with slopes, soils, and vegetation) offers a number of alternative approaches that respect the natural environment and ultimately save money. The accompanying ordinance encourages the use of Conservation Design (CD), Low Impact Development (LID), and green infrastructure to preserve, restore and maintain pre-development hydrology on sites with planned land disturbance and development activity. The site design practices and recommendations included in this appendix provide a framework to assist developers, municipal planning commission members, and others involved in local land use planning with designing and implementing development that minimizes the impacts of stormwater runoff to local streams.

Conventionally designed development often divides a parcel into buildable lots, streets, and parking areas, while only keeping traditionally undevelopable areas (wetlands, floodplains, steep slopes) as open space. Existing site hydrology and natural features are often an afterthought in locating and designing stormwater systems. In contrast, Conservation Design and Low Impact Development practices strive to minimize landscape and natural feature disturbance to maintain a site's natural drainage patterns and flow conditions.

CD is a holistic site design process that aims to protect and maintain a site's unique natural, historic, and cultural features. CD emphasizes the protection of key land and environmental resources to maintain site hydrology; preserves and/or enhances significant concentrations of natural resources, open space, wildlife habitat, biodiversity corridors, and greenways (interconnected open space); incorporates unique natural, scenic, and historic site features into the configuration of the development; preserves the integral characteristics of the site as viewed from adjacent roads; and ensures flexibility in development design to meet community needs for complementary and aesthetically pleasing development.

LID consists of site design approaches and small-scale stormwater management practices that promote the use of natural systems for infiltration, evapotranspiration (returning moisture to the atmosphere through vegetation), and the harvest and reuse of rainwater. LID addresses the root cause of water quality impairment by managing stormwater as close to the point of generation as possible.

Together, CD and LID offer unique opportunities to balance the "carrying capacity" of the land, the human demands on the land (including land economics), and the design constraints and

opportunities of a site, which together allow for a dynamic interaction between people and the natural world. The goal is to produce a design that balances the demands of human use (scale, pattern, autonomy, privacy, views, etc.) with the requirements for a sustainable landscape (reduction in land fragmentation and use conflicts, preservation of watershed hydrology, protection of wildlife corridors and species diversity, conservation of natural resources, etc.). CD and LID are integrated development processes that respect natural site conditions and attempt to replicate and/or improve the natural hydrology of a site. The abundance of Chester County's streams and headwater areas, agricultural land (consisting of prime agricultural soils), unique aquatic and terrestrial habitat, and scenic and historic resources, argue for design approaches responsive to conservation principles.

This appendix provides information on the principles, processes, and common practices of CD and LID to assist designers and planners to achieve site designs that best maintain pre-construction stormwater runoff conditions, protect site amenities, and preserve natural resources. Components of this appendix include:

- Implementation Challenges
- Design Principles and Techniques;
- Design Process;
- Design Practices;
- Benefits of Conservation Design;
- Conclusion; and
- References.

## IMPLEMENTATION CHALLENGES

Various techniques exist to accomplish the purposes of CD and LID (see the list of Design Practices starting on Page 12). However, many municipal codes currently prevent creative site design and engineering by requiring mechanical "by the numbers" development of sites. Restrictive zoning, subjective economic concerns, jurisdictional preferences, and personal tastes determine how a site is developed and how stormwater will be managed. These can pose significant impediments to the use of CD and LID. Such issues, left unaddressed, will "fail to comprehensively maintain predevelopment ecological functions at sites and fail to prevent development impacts to overall watershed ecological health" (Low Impact Development, Prince George's County, Maryland). Several examples of practices that may be limited by municipal zoning or subdivision and land development ordinances (SALDO) are presented in the Design Practices section to assist municipalities, developers, and landowners to understand how to improve the development design process to allow or require CD and LID practices.

Dialogue between developers, municipalities, and planners should be encouraged early in the design process to evaluate all potential site design options. Discussions on proposed site layouts often do not occur until after the submission of preliminary/final developments plans. At this point, substantial time and expense have already gone into the development of these plans, resulting in the reduced preference to make substantial changes or re-designs. Thus, discussions of potential site considerations between landowners, developers, municipalities, and planners early in the design process is critical to ensuring CD and LID practices are incorporated. While the

Municipalities Planning Code prevents municipalities from mandating the submission of sketch plans unless they waive preliminary or final plan requirements, voluntary submission of these plans should be encouraged. Other options also exist; for example, municipalities could mandate the sketch plan but permit a one-step preliminary/final plan submission. Moreover, this site design process emphasizes the importance of dialogue. Remaining open minded to alternative site designs, including flexibility of area and bulk standards, building types, lot sizes, and even construction standards, among others, may achieve multiple benefits, not the least of which is the protection of site hydrology and improved management of stormwater.

One of the greatest challenges to reducing the impact of development is to control the volume of stormwater runoff generated from a site. Typically, a development's increase in impervious surface contributes to reduced infiltration, evapotranspiration, and attenuation of stormwater runoff. This can result in reduced groundwater levels and lower stream baseflow during periods of dry weather and higher stream flows during and after precipitation events (which can result in increased occurrences of flooding and the erosion and destabilization of downstream streambanks). CD and LID techniques strive to prevent these problems by encouraging land development site designs that minimize post-development runoff rates and volumes and minimize needs for artificial conveyance and storage facilities. This process attempts to incorporate the desired land development into the natural hydrologic landscape in a manner that maintains and utilizes existing site hydrology features and functions to minimize generation of new stormwater runoff, thus avoiding the cumulative environmental impacts often associated with land development and reducing the need for and size of constructed stormwater facilities.

Site design practices include preserving natural drainage features, minimizing impervious surface area, reducing the hydraulic connectivity of impervious surfaces, and protecting natural depression storage. Applying this site design process helps maintain site hydrology and manage stormwater by:

- minimizing the generation of stormwater runoff (achieved by designing to the land, considering site drainage patterns and infiltration characteristics, reducing grading and compaction, and considering scale and placement of buildings); managing stormwater as close to the point of generation as possible (by disconnecting impervious surfaces, rather than collecting storm flows from all such surfaces, and distributing such flows to landscaped-based BMPs);
- providing open and vegetated channel conveyance (as needed to treat water quality, reduce velocity and infiltrate); and
- managing remaining conveyed stormwater in common open space (as needed to disperse low velocity storm flows, treat water quality, infiltrate, and release).

A well-designed site will contain a mix of all these features.

In some communities, the use of CD and LID will require a paradigm shift in how we think about and regulate development; community education, be that of residents, developers, engineers, or community officials, will be important if we are to achieve the multiple benefits offered through the use of these alternative design principles and practices.

## DESIGN PRINCIPLES AND TECHNIQUES

CD and LID place significant emphasis on maintaining, mimicking, or improving the natural hydrology of land undergoing development. A site's natural hydrology refers to the drainage patterns and infiltration characteristics existing on a site. With CD and LID, effort is placed on development design that minimizes the generation of stormwater runoff. This can be achieved by designing to the land, i.e., giving consideration to site drainage patterns and site infiltration characteristics, reducing grading and compaction, and carefully considering the placement and scale of streets and buildings. Consideration of the natural drainage patterns of a site and the capacity of the site to infiltrate water are central to the concept of managing stormwater on-site.

Where stormwater is generated, the next step involves managing such storm flows as close to the source of generation as possible. This is achieved by disconnecting impervious surfaces and distributing storm flows to green infrastructure. Disconnection allows for management near the source of generation rather than the traditional approach of conveying all storm flows to a central "catch and release" facility (expensive to build and expensive to maintain). Where distributed management practices common to LID are insufficient to accommodate storm flows, CD encourages the use of open channel conveyance systems, such as vegetated channels, bioswales, and wet swales, that further manage storm flows in common open space. This multi-management approach (or four-step management process) – minimizing the generation of stormwater, landscape-based management near the point of generation, open channel conveyance, and management in common open space – is a clear advantage of CD (see Figure 1).

It should also be noted that CD is quite effective on sites with limited infiltration capability, principally, because the four-step management process builds redundancies into runoff management, seeking to achieve disconnection, using LID, providing open channel conveyance, and making use of common open space where other tools and techniques are insufficient on their own.

# Figure 1
# Conservation Design Principles
## Maintaining Site Hydrology and Managing Stormwater

**Step 1 – Minimize Generation of Stormwater Runoff through Development Design: Achieved by Designing to the Land & Optimizing the Cumulative Benefits of the Site's Natural Hydrologic Features**

- Consider Natural Drainage Patterns and Infiltration Characteristics
- Reduce Grading and Compaction by Utilizing Natural Topography
- Consider Placement and Scale of Streets and Buildings
- Minimize Land Disturbance – both Surface and Subsurface
- Minimize Cumulative Area to be Covered by Impervious and Compacted Surfaces

**Step 2 – Manage Stormwater as Close to the Point of Generation as Possible using Distributed LID Practices**

- Take Advantage of the Natural Hydrologic Landscape to Achieve Runoff Controls
- Disconnect Impervious Surfaces
- Distribute Storm Flows to Green Infrastructure

**Step 3 – Utilize Open Channel Conveyance (as needed)**

**Step 4 – Management in Common Open Space (or as conveyed to other green infrastructure practices)**

- Integrate Management Facilities into the Natural Environment
- Incorporate Natural Site Features into the Design
- Create Site Amenities that can be Enjoyed by Residents and Provide a Community Aesthetic

No single approach is appropriate for all sites; rather, CD is a process by which to assess the appropriateness of different techniques (LID or otherwise) for different sites. The key to making CD and LID work is a willingness on the part of all involved to be flexible in how a particular site is developed. With this in mind, CD makes it possible to achieve multiple objectives, both in terms of site design (controlling peak flows, reducing total volume, and enhancing water quality), as well as those related to community (protecting natural resources, preserving habitat, interconnecting open space, providing greenways, and achieving better designed communities). (See Figure 2)

# Figure 2
# Common Objectives Of Conservation Design

**Conservation Design** practices are intended to protect environmental resources, preserve open space, and manage stormwater by respecting natural drainage patterns and infiltration characteristics.

**Common Objectives**

| *Site Design Objectives* | *Community Objectives* |
|---|---|
| Maintain Natural Drainage Patterns | Community Commons/Greens |
| Preserve Water Budget and Natural Infiltration | Lots that Front or Back to Open Space |
| Minimize Grading – Design to the Site (Minimum Disturbance, Minimum Maintenance) | "Neighborhoods" within Neighborhoods |
| Reduce Need for Traditional Structural Stormwater Management Facilities (incorporate the use of Green Infrastructure) | Options for a Variety of Housing Types/Lot Sizes |
| Reduce Impervious Cover | Incorporate Unique Site Features into the Design (Natural/Scenic/Historic) |
| Preserve Natural Features & Habitat (Contiguous Open Space) | Preserve Characteristics of Site as Viewed from Adjoining Roads |
| Provide Open Space Linkages with Adjacent Parcels | Provide Trail Systems and/or Alternative Transportation Options |

CD and LID involve identifying and prioritizing natural resources and natural and constructed hydrologic features and incorporating such features into the overall site design to take advantage of their efficiencies in hydrologic performance, their cost efficiencies of reducing the need for or size of constructed stormwater facilities, and their aesthetic amenities.

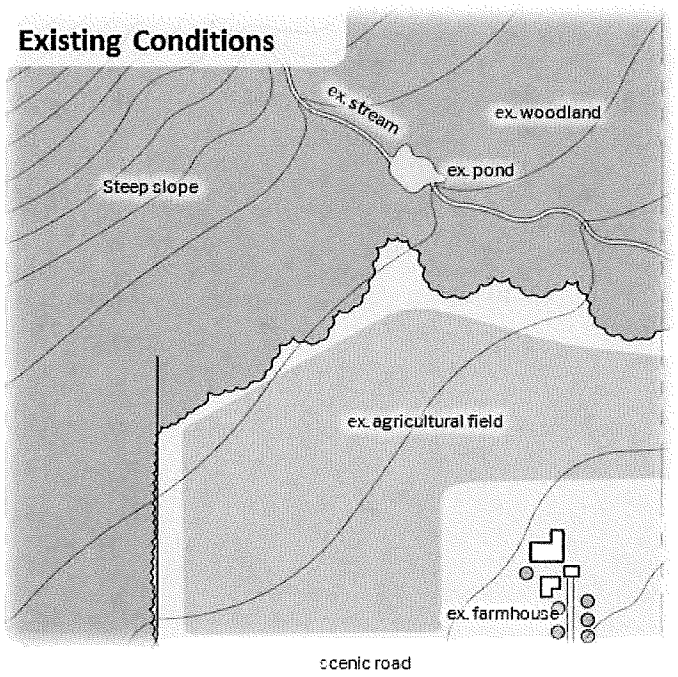
Techniques to apply Figure 1 design principles are presented in Table 1.

**Table 1 – Site Design Process Principles and Techniques**

| Conservation Design Principles | Select Design Techniques |
|---|---|
| **Development Design that Minimizes the Generation of Stormwater Runoff: Achieved by Designing to the Land & Optimizing the Cumulative Benefits of the Site's Natural Hydrologic Features** | • Maintain the natural soil structure and vegetative cover that are often critical components of maintaining the hydrologic functions of natural infiltration, bioretention, flow attenuation, evapotranspiration, and pollutant removal. Strive to achieve multiple stormwater objectives (i.e., maintain hydrologic regime including both peak rate and total volume control, water quality control, and temperature control.<br>• Protect, or improve, natural resources to reduce the needs for environmental mitigation, future environmental restoration, and cumulative flow and water quality impacts of unnecessary disturbances within the watershed system.<br>• Minimize the disturbance of natural surface and groundwater drainage features and patterns, discharge points and flow characteristics, natural infiltration and evapotranspiration patterns and characteristics, natural stream channel stability, and floodplain conveyance, etc.<br>• Minimize the size of individual impervious surfaces.<br>• Separate large impervious surfaces into smaller components.<br>• Avoid unnecessary impervious surfaces.<br>• Utilize porous materials where suited in lieu of impervious materials.<br>• Prioritize on-site hydrologic features (i.e., for protection, improvement, utilization, or alteration) and natural site drainage patterns and infiltration characteristics and consider them for the cornerstones of the conceptual site design. Prevent rather than minimize.<br>• Reduce grading and compaction by applying selective grading design methods to provide final grading patterns that preserve existing topography where it most benefits natural hydrologic functions and where needed; this results in graded areas that evenly distribute runoff and minimize concentrated runoff flows.<br>• Consider the scale and placement of buildings and other infrastructure to minimize impact to natural hydrologic features.<br>• Incorporate unique natural, scenic, and historic site features into the configuration of the development, and ensure flexibility in development design to meet community needs for complementary and aesthetically pleasing development. |

| Conservation Design Principles | Select Design Techniques |
|---|---|
| **Managing Stormwater as Close to the Point of Generation as Possible using Distributed LID Practices** | • Incorporate natural hydrologic features that have been selected for their available capacity and function into the overall system of site runoff controls (protect their hydrologic and natural ecosystem functions without directing additional stormwater to them).<br>• Disconnect runoff from one impervious surface to another.<br>• Incorporate LID (or similar) green infrastructure and distribute storm flows to:<br>o Reduce runoff;<br>o Manage stormwater at or as close to the point of generation as possible;<br>o Disconnect discharges from streets and municipal storm sewer systems; and<br>o Select and design BMPs to give first priority to nonstructural and vegetated (landscape-based) BMPs, second priority to surface structural BMPs, third priority to subsurface structural BMPs, and design subsurface BMPs as shallow as possible. |
| **Open Channel Conveyance (as needed)** | • Convey concentrated flows by means of innovative pervious vegetated channels rather than piped systems<br>• Provide open channel conveyance, as needed, to:<br>o Treat water quality;<br>o Reduce runoff velocity; and<br>o Promote infiltration and evapotranspiration of runoff. |
| **Management in Common Open Space (or as conveyed to other green infrastructure practices)** | • Rely on natural processes within the soil mantle and the plant community to the maximum extent practicable.<br>• Manage remaining conveyed stormwater from small storms in common open space areas to achieve multiple objectives:<br>o Disperse storm flows and reduce velocity;<br>o Treat water quality; and<br>o Promote infiltration and evapotranspiration of runoff.<br>• Provide for appropriate conveyance to retention or detention storage facilities as needed for flows from large storm events (as needed).<br>• Maintain open space functions consistent with common area uses (passive recreation, on-site sewage management, scenic vistas, etc). Management practices should be integrated into the natural environment and be site amenities. |

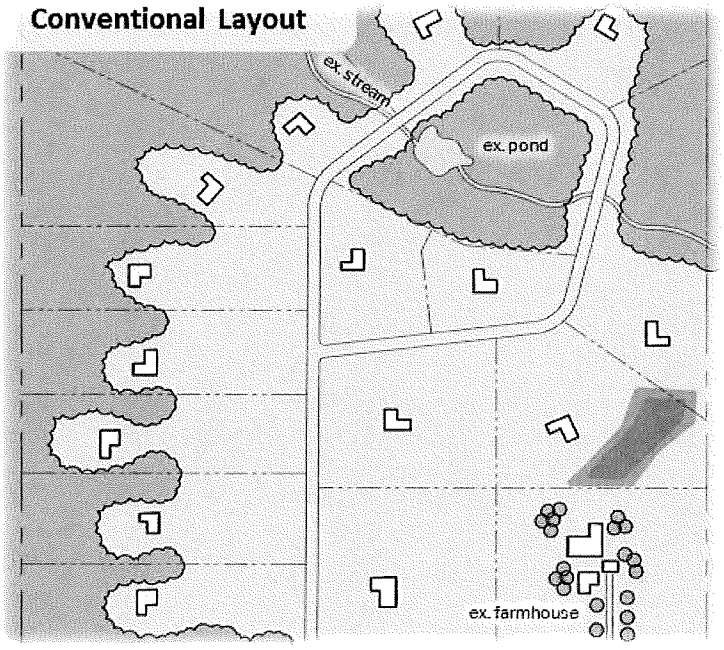
The concepts presented in Figures 1 and 2, and further described in Table 1, are graphically presented below in Figures 3.1, 3.2. 3.3, 3.4, 3.5, and 3.6.




**60**
Total acres of site

**38**
Existing acres of woodland

*Figure 3.1: Existing conditions on a 60-acre, majority wooded parcel*



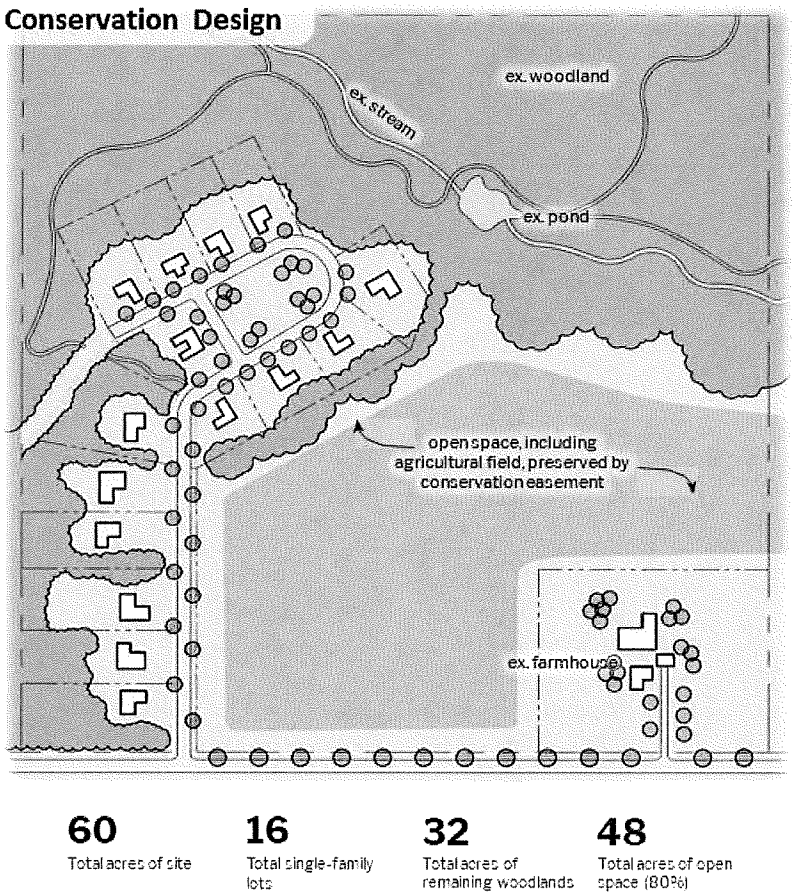

- No accommodation for connections to future development
- Clearing and building in riparian and floodplain areas
- Wide streets throughout
- Conventional stormwater facilities
- Natural areas significantly disturbed
- Site layout not designed to fit terrain resulting in excessive grading

**16**
Total single-family lots

**15**
Acres of remaining woodlands

**0**
Acres of open space

*Figure 3.2: Example of how the above parcel may be developed using conventional layout methods*

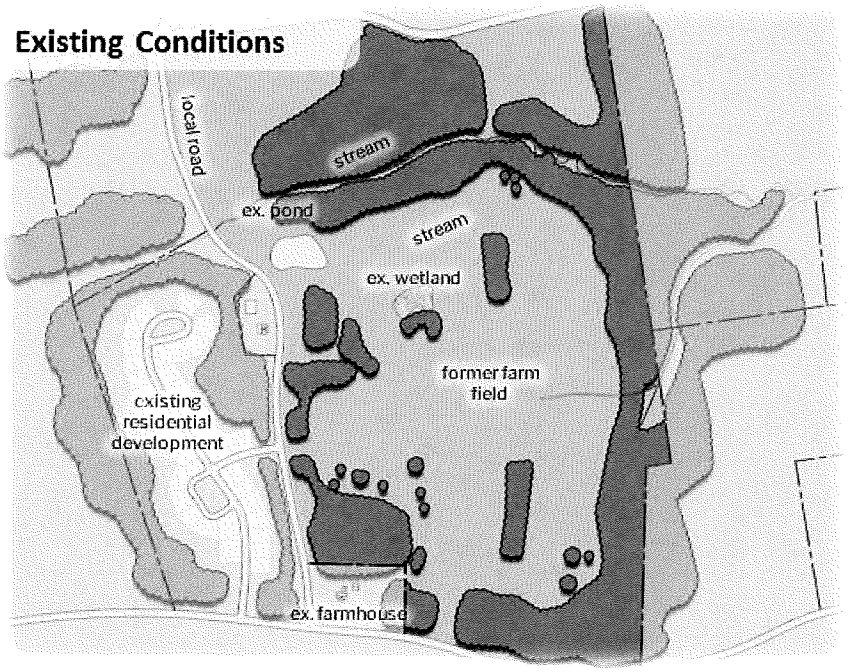



✓ RECOMMENDED

- **Provides open space linkages with adjacent parcels.** Maintain contiguous open space
- **Minimizes grading: Design to the site** Minimum disturbance, minimum maintenance
- **Preserves water budget and natural infiltration** Narrow roads, smaller lots
- **Reduces need for traditional structural stormwater management facilities** Incorporate the use of green infrastructure
- **Maintains natural drainage patterns**

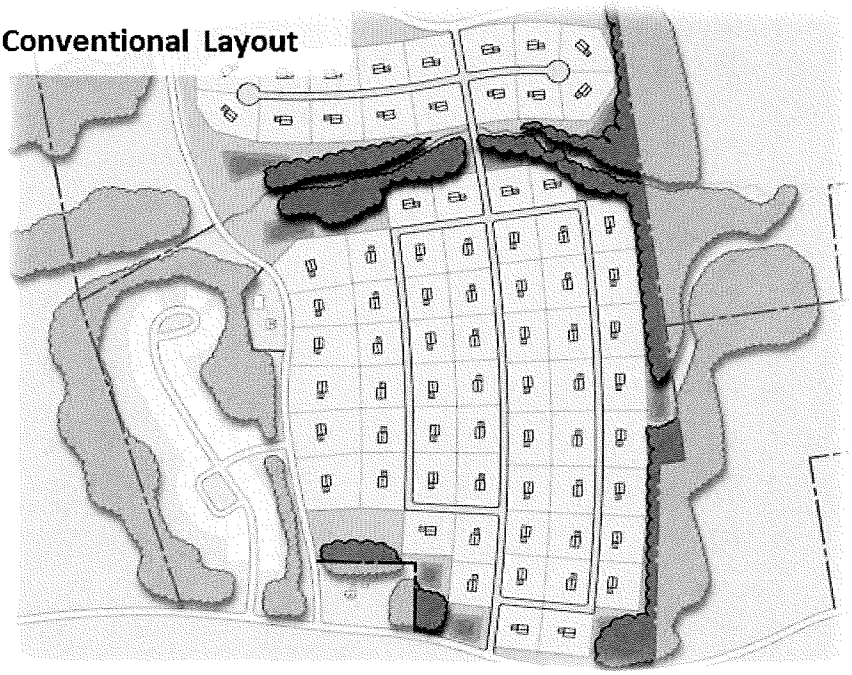
- Houses line new road, with all lots adjacent to protected open space
- Trail system
- New road leaves existing stone wall and can connect to future development on adjacent property
- Spatial characteristics of existing farmstead maintained
- Reduced lot size (0.75 acres)

***Figure 3.3: Example of a single-family development on the same parcel using the principles of Conservation Design and Low Impact Development***




**89**
Total acres of site

**33**
Existing acres of woodland



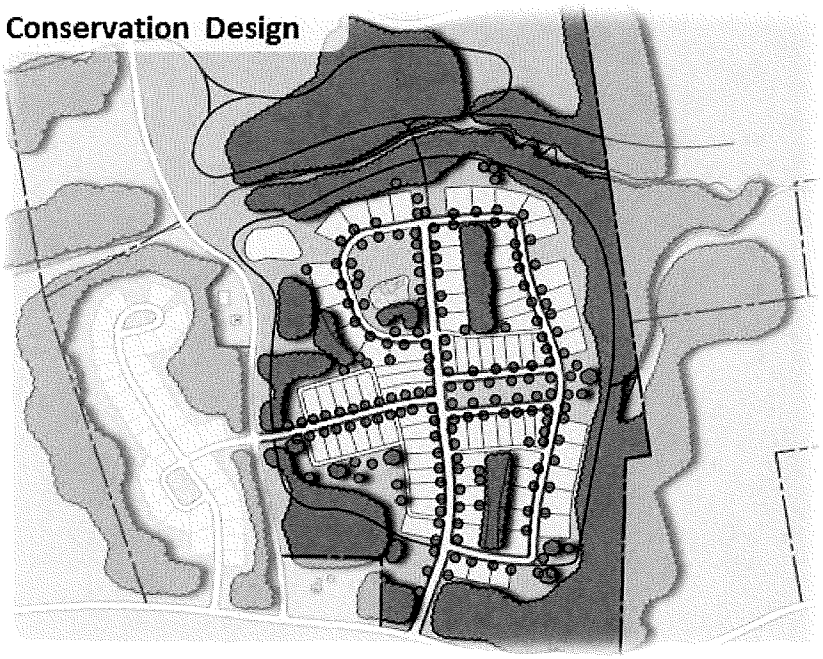

- Large cul-de-sacs
- Clearing and building in riparian corridors
- Wide streets throughout
- Conventional stormwater facilities
- Natural areas significantly disturbed
- Site layout not designed to fit terrain resulting in excessive grading

**73**
Total single-family lots

**8**
Acres of remaining woodlands

**27**
Acres of open space (30%)

***Figure 3.4: Example of how a larger parcel with a mix of open meadows, woodlands, scattered fence rows, and stream corridors may be developed using conventional layout methods. Lot sizes are approximately ¾ of an acre.***




**85**

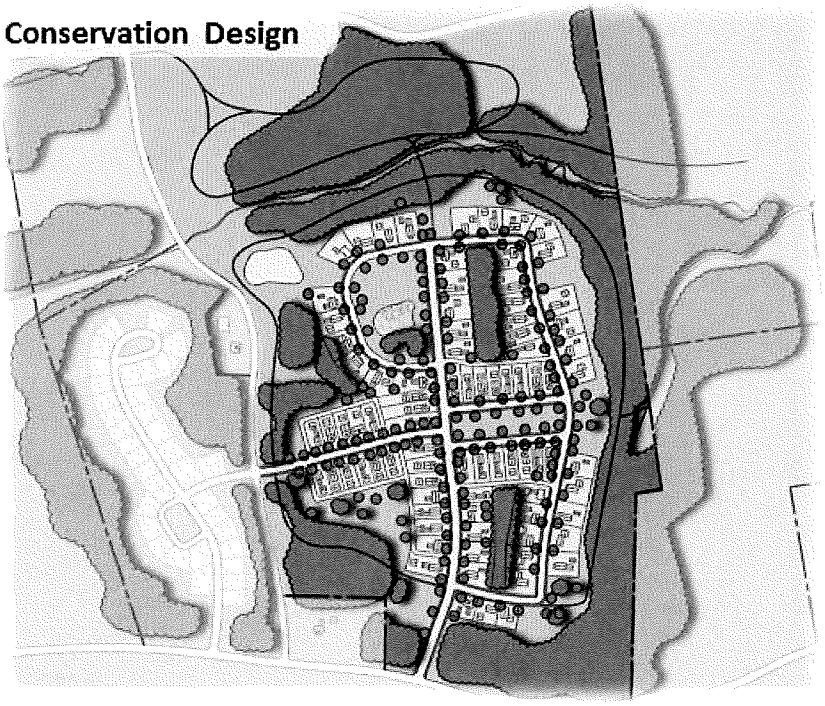
Total Single Family Homes

**33**

Acres of remaining woodlands

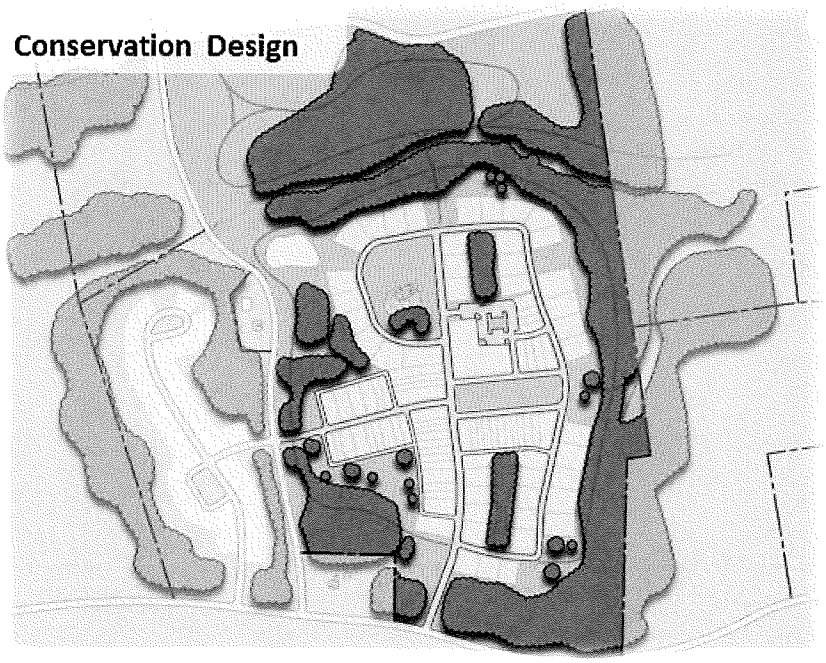
**67**

Acres of open space (75%)




- Provides open space linkages with adjacent parcels
- Designed to the site to minimize grading
- Narrower roads and smaller lots to reduce impervious cover
- Maintains natural drainage patterns
- Preserves natural features and habitat
- Community commons and green space
- Trail systems
- Characteristic of site preserved as viewed from adjoining roads

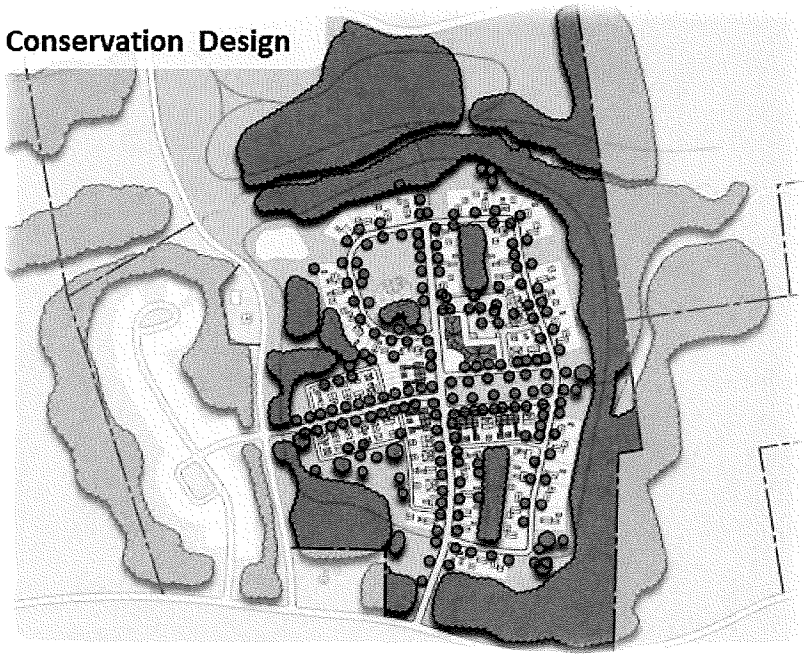
*Figure 3.5: Example of single-family development on the same parcel using the principles of Conservation Design and Low Impact Development. Lot sizes are approximately ¼ of an acre.*




**96**
Total lots, 110 units

**33**
Acres of
remaining woodlands

**67**
Acres of
open space (75%)




- Provides open space linkages with adjacent parcels
- Designed to the site to minimize grading
- Narrower roads and smaller lots to reduce impervious cover
- Maintains natural drainage patterns
- Preserves natural features and habitat
- Community commons and green space
- Trail systems
- Characteristic of site preserved as viewed from adjoining roads

Note: While the Conservation Design graphics shown above optimize unit types and lot sizes (and thus allow greater density), it is recognized that this type of mixed use may not be appropriate in some zoning districts. However, Conservation Design works equally well where housing diversity is not appropriate.

***Figure 3.6: Example of higher density mixed use site design on the same parcel using the principles of Conservation Design and Low Impact Development.***

## DESIGN PROCESS

The first step in applying CD is to identify, delineate and assess the functions of all existing natural resources and natural and constructed hydrologic features that: are located within the project site; will receive discharge from the project site; or may be impacted by runoff or disturbance from the proposed land development project. These include:

- Streams, waterways, springs, wetlands, vernal pools, and water bodies;
- Drainage patterns, conveyances, and discharge points;
- Natural infiltration areas and patterns;
- Areas of natural vegetation or woodlands that provide significant evapotranspiration, pollutant removal, bank stabilization, flow attenuation, or riparian buffer functions;
- Floodplains; and
- Other features that contribute to the overall hydrologic function and value of the site and its receiving streams.

Once this inventory and assessment are completed, these identified resources and features are then prioritized for their ability to provide hydrologic function and performance for managing runoff from the proposed site improvements. Specifically, they should be prioritized as follows:

- Those to be incorporated into the site design in a manner that provides for their protection from any disturbance or impact from the proposed land development;
- Those to be protected from further disturbance or impact and for which the proposed land development will provide improvement to existing conditions;
- Those that can be incorporated into and utilized as components of the overall site design in a manner that protects or improves their existing conditions while utilizing their hydrologic function (i.e., for infiltration, evapotranspiration, or reducing pollutant loads, runoff volume or peak discharge rates, etc.) to reduce the need for or size of constructed BMPs; and
- Those that may be considered for alteration, disturbance, or removal.

These prioritizations are then applied as the basis on which to begin the site design lay-out, grading, construction, and permanent ground cover designs to achieve the CD Principles outlined above.

### Evaluating a Site Using Conservation Design Principles

The following is a suggested series of steps that landowners, developers, and municipalities can take to achieve CD goals and work together in a more effective manner. While this approach places significant emphasis on the initial phases of project design, it will strengthen support for the plan and substantially reduce the time needed for preliminary and final plan review and approval.

As stated above, the sketch plan process encouraged herein cannot be mandated by municipalities in Pennsylvania under Act 247 (Municipalities Planning Code) unless requirements for either the preliminary plan or final plan are waived. Some municipalities are doing just this by requiring sketch plans and preliminary/final plan submissions while others

"strongly encourage" sketch plans in their subdivision/land development ordinances. The Chester County Planning Commission (CCPC) reviews sketch plans at no charge and highly recommends their use. Additional information on sketch plans can be found in the Chester County Planning Commission's "Sketch Plan" eTool. Whichever approach is taken, sketch plans can be of tremendous value to the community and developer alike; in particular, sketch plans offer developers the opportunity to get municipal feedback on design prior to investing large sums in engineering design.

### *1. Determine Development Goals*

- Define what is driving the decision to develop the property.

- Consider the site context – regional, local and site characteristics of land ownership, visual patterns, cultural patterns, roadways, vegetation, wildlife habitat, topography, etc. Consider possibilities for linking other landscapes, stream corridors, critical farmland and distinctive woodland patterns; identify or establish wildlife or recreational trail corridors, etc. Consider the natural hydrology of the site – how water flows over the land (the natural drainage patterns), where vegetation intercepts water, etc.

  Note: Further consideration of these issues is suggested after a resource inventory and site analysis are performed.

- Clearly define the goals to work towards – these are the design goals for the project. Goals could be economic and/or personal/family related, as well as visual, ecological, agricultural, historical, and educational.

- Consider the project's time schedule and that of the municipal review process.

### *2. Conduct an Inventory of Existing Resources - Examine the Natural/Scenic/Historic Resources and Land Use Patterns*

- Determine the site context (defined above)

- Evaluate current and past land use (agriculture, wooded lot, vacant, brownfield, etc.)

- Assess wind patterns and micro-climate

- Delineate steep slopes and general topography

- Identify existing vegetative cover conditions according to general cover type, and label specimen trees and the canopy line of existing woodlands.

- Map hydrologic features and drainage patterns (wetlands, floodplains, streams, drainage swales, etc.)

- Identify scenic viewsheds (interior and exterior)

- Consider potential historic and cultural resources

- Assess soil patterns (hydric soils, prime agricultural soils, infiltration-capable soils, etc.) and vegetation patterns (landscape texture and patterns)

- Consider local zoning regulations

- Review the site for obvious land fragmentation (agricultural, natural habitat, human use, viewsheds)

- Determine the presence of endangered/threatened species and unusual habitats, critical natural areas, etc.

Other design considerations include solar exposure (seasonal changes), light patterns (shadows), sense of space (enclosed, open, mysterious) and sense of scale.

### *3. Undertake a Site Analysis*

- Compare/overlay/combine the natural/scenic/historic resource and land use pattern information to create a general understanding of the site's opportunities and constraints, particularly as they relate to the design goals. Some initial constraints could present opportunities. Particular emphasis should be placed on site contours and existing site hydrology, e.g., drainage patterns, infiltration capability of soils, etc.

- Prepare a site analysis map that outlines the most important opportunities and constraints. The site analysis should identify both the traditionally unbuildable areas (wet, flood-prone, or steep) and the most outstanding aspects of the remaining land (such as scenic vistas, natural meadows, hedgerows, mature woodlands, historic buildings or other structures, stone walls, etc.). It is important to note that CD places significant emphasis on soils (particularly the manner in which water moves across and through them). Disturbance of soils, disturbance of vegetation, and compaction all affect the ability of a site to manage stormwater. For example, while it is imperative that good draining soils be preserved to the maximum extent possible, areas of poor permeability that contain robust vegetation may function quite satisfactorily (a well-developed root zone in conjunction with established vegetation can significantly improve poor soil infiltration and permeability). Conversely, even good soils, if substantially disturbed and compacted, can become far less permeable.

  Note: Although reliance on published soils data is acceptable for site analyses and conceptual planning purposes, detailed planning must include soil field sampling.

### *4. Create Conceptual Designs or Sketch Plans*

- Use the site analysis to create conceptual designs. Consider the principles and objectives of Conservation Design as the basis for initially conceptualizing layouts (Note: some

municipalities will have a similar design process codified in their subdivision and land development ordinance referred to as the 4-step design process). List opportunities and constraints of each design element. This component involves four steps:

i) **Delineate conservation areas (based on the findings of the site analysis) and potential development areas.** Designing to the site, rather than grading to achieve a standardized product, is preferable because it accomplishes the goals of minimum disturbance/minimum maintenance (i.e., respecting the site's natural hydrology, minimizing grading and earth disturbance, etc.); such an approach can also substantially reduce construction costs. Additional emphasis should be given to the site's existing hydrology, such as drainage patterns, the location of natural swales and conveyances, and the infiltration capability of soils.

This step requires careful integration of stormwater management and CD concepts into the design of the site. Engineering stormwater solutions after a design has been selected fails to consider a key component of CD, i.e., design as an integral best management practice. For example, it is better to prevent runoff than to attempt to mitigate it once it is created. Approaches to the site design that can reduce the generation of stormwater from the outset are the most effective approach to stormwater management.

ii) **Locate desired/permitted structures (housing units, buildings, etc.) on the property (as they relate to Step 1 and the design goals).** Again, Conservation Design principles should be carefully considered here. Will compact development allow for a reduction in road length? Is it possible to interconnect open space, thus permitting stormwater management close to the source of generation and creating biodiversity corridors, etc. (multiple objectives)? Can structures be located so that a majority back or front to open space?

iii) **Connect buildings or house sites with streets (logical alignment) and trails (where appropriate).** Consider ways to reduce impervious cover (one-way streets where appropriate, planted islands in cul-de-sacs, etc.).

iv) **Draw in lot lines for the house sites or buildings, where needed.**

- Meet with municipal officials and review plans -- what is liked, not liked, and why.

- Identify a direction for engineering and final design.

5. ***Formulate A Final Design (or Sketch Plan) as the Basis for an Engineered Site Plan***

- Synthesize discussion of conceptual designs (sketch plans) and finalize design.

- Develop legal instruments necessary to realize plan objectives, e.g., conservation easements, deed restrictions, homeowners association, estate planning, etc. (Note: these concepts are considered throughout the design process).

6. ***Obtain Approvals (Follow-up)***

- Obtain municipal and County buy-in of master sketch plan, and
- Proceed to Final Engineered Plan approvals.

## DESIGN PRACTICES

Numerous practices and strategies can be considered where their aim is to sustain and utilize the benefits of existing site hydrology and minimize the generation of new stormwater runoff. Careful consideration of site topography and implementation of a combination of the design practices described herein may reduce the cost associated with implementing stormwater control measures. Following are brief descriptions of various practices that can be used to achieve the principles of CD and LID.

### Site Layout Practices

The following site layout practices are but a few of the methods by which CD and LID can be implemented. Although municipal codes can reflect such practices, they are less functions of regimented codes and procedures than about understanding and recognizing the benefits and values that existing resources can contribute to the desired outcomes of the land development project. In many circumstances, communication among design engineers, land planning and environmental professionals, knowledgeable developers, community representatives, and regulatory authorities can promote a beneficial collective understanding about the most effective path forward to achieve optimum planning outcomes.

***Preserving Natural Drainage Features***. Protecting natural drainage features, particularly vegetated drainage swales and channels, is desirable because of their ability to infiltrate and attenuate flows and to filter pollutants. Unfortunately, some common land development practices encourage just the opposite pattern -- streets and adjacent storm sewers typically are located in the natural headwater valleys and swales, thereby replacing natural drainage functions with an impervious system. As a result, runoff and pollutants generated from impervious surfaces flow directly into storm sewers with no opportunity for attenuation, infiltration, or filtration. Designing developments to fit site topography retains much of the natural drainage function. In addition, designing with the land minimizes the amount of site grading, reduces the amount of compaction that can alter site infiltration characteristics, and can result in cost savings to the developer.

***Protecting Natural Depression Storage Areas***. Depressional storage areas have no surface outlet or drain very slowly following a storm event. They can be commonly seen as ponded areas in fields during the wet season or after large storm events. Some development practices eliminate these depressions by filling or draining, thereby eliminating their ability to reduce surface runoff volumes and trap pollutants. The volume and release-rate characteristics of depressions should be protected in the design of the development site to assist in reducing runoff volumes and reducing runoff rates. Designing around the depression or incorporating its storage as additional capacity in required detention facilities, treats this area as a site amenity rather than a detriment.

***Avoiding Introduction of Impervious Areas***. Reduction of impervious cover is one of the greatest benefits of CD. The combined benefits of setting aside more than half of the buildable land as open space, coupled with the resulting shorter road lengths, result in less impervious cover and less compacted soil. Building footprints, sidewalks, driveways, and other features producing impervious surfaces should be evaluated to minimize impacts on runoff. Designing a site to reduce the overall length and area of roads not only reduces total impervious cover, but also lowers municipal road maintenance and snow removal costs. **In many instances, municipalities have the ability to reduce impervious cover by providing incentives or opportunities in their zoning and subdivision/ land development ordinances to reduce road width, reduce or modify cul-de-sac dimensions, reduce or modify curbing requirements, and reduce or modify sidewalk requirements.** For example, curbing contributes to impervious cover and channels storm flows to inlets, thus further concentrating runoff. An alternative is to consider bioswales and/or infiltration trenches that can treat and attenuate flows coming off roadways. Where curbs are desirable, simply providing curb breaks or openings of 6-12 inches every 2-4 feet can disconnect flows and reduce concentration of runoff. Cul-de-sacs can be replaced with "hammerheads' or be designed with planted islands to reduce impervious cover (both of which can be designed to allow sufficient turning radius for emergency vehicles). In fact, planted islands in cul-de-sacs can be designed to intercept road runoff and contribute to infiltration.

***Disconnecting Impervious Surfaces***. Impervious surfaces are significantly less of a problem if they are not directly connected to an impervious conveyance system (such as storm sewer). Two basic ways to reduce hydraulic connectivity are routing roof runoff over lawns and reducing the use of storm sewers. Site grading should promote increasing travel time of stormwater runoff from these sources and should help reduce concentration of runoff to a single point within the project site. Along roadways, where feasible, low velocity runoff (i.e., 1-to-2-year storms) can be infiltrated in grass swales.

***Routing Roof Runoff Over Lawns***. Roof runoff can be easily routed over lawns in most site designs. The practice discourages direct connections of downspouts to "driveway-to-street-to-storm sewers" or parking lots. The practice also discourages sloping driveways and parking lots to the street. Crowning the driveway, to run off to the lawn, uses the lawn as a filter strip.

***Reducing Street Widths***. Street widths can be reduced by either eliminating on-street parking (where conditions warrant) and/or by designing roads to meet actual demand. Designers should consult with municipal officials and staff to select the narrowest practical street width for the design conditions (speed, curvature, housing density, need for on-street parking, etc.). For example, permitting one-way streets for small loop roads can reduce overall road width. Reduced street widths also can lower maintenance needs and costs. Municipalities should review their ordinances to ensure that their street requirements are not over or under designed. Although there are some situations, such as with higher density development, where on-street parking may be needed, the amount of on-street parking, and hence overall street width, should be gaged to need. For further information, see the Multi-modal Circulation Handbook prepared by the CCPC (or consult other smart street publications). Narrower neighborhood streets should be considered and encouraged under select conditions.

***Reducing or Modifying Sidewalk Requirements***. A sidewalk on one side of the street may suffice

in low-traffic neighborhoods. The lost sidewalk could be replaced with bicycle/recreational trails that follow back-of-lot lines as an alternative to reduced sidewalks, where appropriate. Where used, consideration should be given to constructing trails with pervious materials.

***Reducing or Modifying Parking Requirements.*** Parking standards, particularly for nonresidential development, can be excessive. Reducing spaces to match actual demand makes sense and can significantly reduce impervious cover. In addition to or in lieu of reductions, alternatives such as shared or reserve parking should be considered. Where appropriate, stall size should also be considered and modified as needed.

***Reducing Building Setbacks***. Reducing building setbacks (from streets) reduces the size of impervious areas of driveways and entry walks and is most readily accomplished along low-traffic streets where traffic noise is not a problem.

***Minimum Disturbance/ Minimum Maintenance.*** Reducing site disturbance and grading can go a long way towards reducing runoff. Sensitive site design conducive to the natural features of the site, including natural site contours, can reduce the amount of land disturbed during actual development. Often referred to as "fingerprinting," this approach identifies the limits of disturbance, which are flagged in the field. As is often the case, development sites need some grading in order to achieve development objectives. In these cases, there are often opportunities to make grading part of the solution, rather than part of the problem. Careful grading can capitalize on natural site functions to achieve stormwater management objectives. For example, grading that does occur can be incorporated into terracing or berming near existing vegetation to aid in infiltration, stormwater management and pollutant filtering.

***Constructing Compact Developments using Conservation Design Principles*:** Lower impact, compact CD can reduce the amount of impervious area for a given number of lots. Reductions in overall infrastructure, including reduced street length, width, curbing, and parking, among others, can contribute to a reduction in development and long-term maintenance costs. Reduced site disturbance and preservation of open space help buffer sensitive natural areas and retain more of a site's natural hydrology. Development can be designed so that areas of high infiltration soils are reserved as stormwater infiltration areas. Construction activity can be focused onto less sensitive areas without affecting the gross density of development. One impediment to the use of smaller lots is where lot area impervious cover standards (as opposed to total impervious cover standards) make it difficult to locate houses, driveways, pools, septic, etc., on small lots. Where this issue arises, municipalities may want to consider reductions in, or waivers to, lot area impervious cover standards where it can be shown that total impervious cover standards can be met and a stormwater management report indicates that the coverage proposed can be managed appropriately on the site.

**LID Practices and Stormwater Control Measures**

Stormwater Control Measures (SCMs) are intended to supplement natural hydrology site design techniques where needed. Structural in nature, such practices include bioretention facilities, rain gardens, swales, and other engineered stormwater BMPs. Listed here are techniques intended to help manage stormwater predominantly at or near the source, rather than traditional techniques that largely release runoff over an extended period of time to adjacent properties and streams. This list, in no way exhaustive, gives examples of a few of the most common practices. It should be noted that LID aims to mimic the predevelopment site hydrology by using site design techniques

that store, infiltrate, evaporate, and detain runoff. Use of these techniques helps to reduce off-site runoff and ensure adequate groundwater recharge. Since every aspect of site development affects the hydrologic response of a site, LID control techniques focus mainly on site hydrology. LID strives to conserve existing site resources, minimize site impacts, maintain (and even extend) the time of concentration of runoff, utilize distributed management practices, and prevent pollution.

***Bioretention.*** This type of BMP combines open space with stormwater treatment. Soil and plants, rather than sand filters, treat and store runoff. Infiltration and evapotranspiration are achieved, often coupled with an underdrain to collect water not infiltrated or used in the root zone.

***Rain Gardens.*** Typically, rain gardens are shallow depression areas containing a mix of water tolerant native plant species. The intent is to capture runoff for storage and use in the root zone of plants. Intended largely as a way of managing stormwater through evapotranspiration (ET), rain gardens often function as infiltration facilities as well.

***Vegetated Open Channel Conveyances***. By reducing the use of storm sewers to drain streets, parking lots, and back yards, the potential for accelerating runoff from development can be greatly reduced. This practice requires greater use of natural or vegetated drainage swales and may not be practical for some development sites, especially if there are concerns for areas that do not drain in a "reasonable" time. The practice requires educating local citizens, who may expect runoff to disappear shortly after a rainfall event.

***Permeable Paving Materials***. These materials include permeable interlocking concrete paving blocks or porous bituminous concrete, among others. Such materials should be considered as alternatives to conventional pavement surfaces, especially for low use surfaces such as driveways, overflow parking lots, and emergency access roads. Surfaces for which seal coats may be applied should refrain from using permeable paving materials. Note: ongoing maintenance is required for some surfaces to minimize potential for clogging.

Residents and municipal officials of communities that utilize LID and other green technology practices often need to be informed of the benefits of such facilities. LID practices can offer enhanced stormwater control in a more naturalized setting, reduce maintenance needs and costs, provide more attractive management options, and provide opportunities for wildlife habitat. Descriptions of the benefits of such practices should be included in homeowners association documents (and conveyed to homeowners in other ways) and signage should be used to convey helpful information about the function and value of such practices.

## BENEFITS OF CONSERVATION DESIGN

Studies over the past 25 years have shown that development planned according to CD principles yields significant benefits to homeowners, developers, municipalities, and local communities. Homeowners see tremendous value in the preservation of open space and the protection of natural features, even if it does not exist on their lots (National Association of Home Builders, 1991; DVRPC, 2011). Developers experience reduced construction costs and enjoy the improved marketability. Municipalities see a reduced demand for new municipal parks and receive additional revenue from improved property values. Areas preserved as open space allow for passive and active recreational opportunities and help to preserve the unique character of the site. Common

open spaces also help to foster social cohesion by providing residents with opportunities to get outside and interact with neighbors without having to drive. Ultimately, communities designed using CD planning principles are more desirable places to live, work, and play.

Given the improved sense of place and community, dollar appreciation of conservation subdivisions outpaces conventional development by upwards of 12% (The Conservation Fund, 2001). In Indiana, the use of conservation subdivision design added $20,000 in worth to each lot without decreasing the total number of lots (ConservationTools.org). Even more compact development (quarter-acre lots) sells for more than half-acre and larger lots where open space exists. Over a 20-year period, the conservation development homes built on quarter-acre lots sold for an average $17,000 more than their counterparts built on half-acre lots (Northeastern Illinois Planning Commission, 2003). Analyses completed as a part of Chester County's *Return on Environment* report note that in Chester County, average property values have increased by more than $11,000 per lot for those homes located near open space (*Return on Environment*, Chester County, 2019). Furthermore, this same report identifies the reduced need for stormwater infrastructure as a major cost savings for conservation design subdivisions.

Developers see value through reduced development costs and increased unit values. In Texas, respect for the natural terrain and existing resources allowed the developer of an 80-lot development to reduce grading costs by 83% ($250,000) compared to a conventionally-engineered plan (Growing Greening, ConservationTools.org). CD subdivisions typically cost upwards of $7,400 less per lot to build (Environmental Law and Policy Center, 2011). Examples of cost savings to developers include:

- Reduced Site preparation costs
    - Elimination of mass re-grading
    - Decrease in erosion and sediment control measures

- Reduced Infrastructure costs
    - Reduced need for storm water basins
    - Reduced roadway lengths
    - Reduced drainage pipe installations

- Increased value of units
    - Located adjacent to open space
    - Positioned to coexist with natural resource areas

Conventional development places tremendous burdens on infrastructure and typically does not pay for itself in services provided. CD and compact development reduce the costs of infrastructure and construction, preserve open space, increase the inherent value of units over conventional development, pose greater opportunities for cost efficient housing, and offer greater protection to the environment and our waterways. And while costs to develop go down, value to homeowners and municipalities goes up.

It should also be noted that there is a distinct climate benefit to be gained from the principles of conservation design, among them: providing open land for stormwater infiltration, landscape

restoration, wildlife habitat, heat mitigation, and storm resilience, among others. The tools and techniques described herein offer important techniques by which to implement climate action plans published at the local, county and state levels (see also Chester County's Climate Action Plan and the Pennsylvania Department of Conservation and Natural Resources Climate Change Adaptation and Mitigation Plan).

## CONCLUSION

The use of Conservation Design (CD), Low Impact Development (LID), and green infrastructure offers municipalities and developers opportunities to protect and enhance the hydrology of development sites, as well as address other environmental and social issues related to development. In conclusion, development designed using these principles results in a more desirable place to live.

As noted above, land development sites can be evaluated through a consensus-driven stakeholder process that seeks to determine development goals, conduct a resource inventory, undertake a site analysis, create conceptual designs (sketch plans), formulate final designs, and obtain government buy-in and approval. Flexibility by all parties allows each site to be evaluated for its unique resources and potential. Solutions emerge from early and on-going engagement among all stakeholders in a project.

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# ORDINANCE APPENDIX C

# RUNOFF COEFFICIENTS AND CURVE NUMBERS

**TABLE C-1. RUNOFF CURVE NUMBERS**

*Source:* Table 2-2a, Table 2-2b, and Table 2-2c from U. S. Department of Agriculture, Natural Resources Conservation Service, June 1986, *Urban Hydrology for Small Watersheds, Technical Release No. 55 (TR-55)*, Second Edition.

**TABLE C-2. RATIONAL RUNOFF COEFFICIENTS**

*Source:* Table F.2 from Delaware County Planning Department, December 2011, *Crum Creek Watershed Act 167 Stormwater Management Plan*.

**TABLE C-3. MANNING'S 'n' VALUES**

*Source:* Table 3-1 from United States Army Corps of Engineers, January 2010, *HEC-RAS River Analysis System, Hydraulic Reference Manual*, Version 4.1.

**TABLE C-1. RUNOFF CURVE NUMBERS**
(3 pages)

*Source:* Table 2-2a, Table 2-2b, and Table 2-2c from U. S. Department of Agriculture, Natural Resources Conservation Service, June 1986, *Urban Hydrology for Small Watersheds, Technical Release No. 55 (TR-55)*, Second Edition.

**Table 2-2a** Runoff curve numbers for urban areas [1]

| Cover description | | Curve numbers for hydrologic soil group | | | |
|---|---|---|---|---|---|
| Cover type and hydrologic condition | Average percent impervious area [2] | A | B | C | D |
| *Fully developed urban areas (vegetation established)* | | | | | |
| Open space (lawns, parks, golf courses, cemeteries, etc.) [3]: | | | | | |
| Poor condition (grass cover < 50%) | | 68 | 79 | 86 | 89 |
| Fair condition (grass cover 50% to 75%) | | 49 | 69 | 79 | 84 |
| Good condition (grass cover > 75%) | | 39 | 61 | 74 | 80 |
| Impervious areas: | | | | | |
| Paved parking lots, roofs, driveways, etc. (excluding right-of-way) | | 98 | 98 | 98 | 98 |
| Streets and roads: | | | | | |
| Paved; curbs and storm sewers (excluding right-of-way) | | 98 | 98 | 98 | 98 |
| Paved; open ditches (including right-of-way) | | 83 | 89 | 92 | 93 |
| Gravel (including right-of-way) | | 76 | 85 | 89 | 91 |
| Dirt (including right-of-way) | | 72 | 82 | 87 | 89 |
| Western desert urban areas: | | | | | |
| Natural desert landscaping (pervious areas only) [4] | | 63 | 77 | 85 | 88 |
| Artificial desert landscaping (impervious weed barrier, desert shrub with 1- to 2-inch sand or gravel mulch and basin borders) | | 96 | 96 | 96 | 96 |
| Urban districts: | | | | | |
| Commercial and business | 85 | 89 | 92 | 94 | 95 |
| Industrial | 72 | 81 | 88 | 91 | 93 |
| Residential districts by average lot size: | | | | | |
| 1/8 acre or less (town houses) | 65 | 77 | 85 | 90 | 92 |
| 1/4 acre | 38 | 61 | 75 | 83 | 87 |
| 1/3 acre | 30 | 57 | 72 | 81 | 86 |
| 1/2 acre | 25 | 54 | 70 | 80 | 85 |
| 1 acre | 20 | 51 | 68 | 79 | 84 |
| 2 acres | 12 | 46 | 65 | 77 | 82 |
| *Developing urban areas* | | | | | |
| Newly graded areas (pervious areas only, no vegetation) [5] | | 77 | 86 | 91 | 94 |
| Idle lands (CN's are determined using cover types similar to those in table 2-2c). | | | | | |

[1] Average runoff condition, and $I_a = 0.2S$.

[2] The average percent impervious area shown was used to develop the composite CN's. Other assumptions are as follows: impervious areas are directly connected to the drainage system, impervious areas have a CN of 98, and pervious areas are considered equivalent to open space in good hydrologic condition. CN's for other combinations of conditions may be computed using figure 2-3 or 2-4.

[3] CN's shown are equivalent to those of pasture. Composite CN's may be computed for other combinations of open space cover type.

[4] Composite CN's for natural desert landscaping should be computed using figures 2-3 or 2-4 based on the impervious area percentage (CN = 98) and the pervious area CN. The pervious area CN's are assumed equivalent to desert shrub in poor hydrologic condition.

[5] Composite CN's to use for the design of temporary measures during grading and construction should be computed using figure 2-3 or 2-4 based on the degree of development (impervious area percentage) and the CN's for the newly graded pervious areas.

**Table 2-2b** Runoff curve numbers for cultivated agricultural lands [1]

| Cover description | | | Curve numbers for hydrologic soil group | | | |
|---|---|---|---|---|---|---|
| Cover type | Treatment [2] | Hydrologic condition [3] | A | B | C | D |
| Fallow | Bare soil | — | 77 | 86 | 91 | 94 |
| | Crop residue cover (CR) | Poor | 76 | 85 | 90 | 93 |
| | | Good | 74 | 83 | 88 | 90 |
| Row crops | Straight row (SR) | Poor | 72 | 81 | 88 | 91 |
| | | Good | 67 | 78 | 85 | 89 |
| | SR + CR | Poor | 71 | 80 | 87 | 90 |
| | | Good | 64 | 75 | 82 | 85 |
| | Contoured (C) | Poor | 70 | 79 | 84 | 88 |
| | | Good | 65 | 75 | 82 | 86 |
| | C + CR | Poor | 69 | 78 | 83 | 87 |
| | | Good | 64 | 74 | 81 | 85 |
| | Contoured & terraced (C&T) | Poor | 66 | 74 | 80 | 82 |
| | | Good | 62 | 71 | 78 | 81 |
| | C&T+ CR | Poor | 65 | 73 | 79 | 81 |
| | | Good | 61 | 70 | 77 | 80 |
| Small grain | SR | Poor | 65 | 76 | 84 | 88 |
| | | Good | 63 | 75 | 83 | 87 |
| | SR + CR | Poor | 64 | 75 | 83 | 86 |
| | | Good | 60 | 72 | 80 | 84 |
| | C | Poor | 63 | 74 | 82 | 85 |
| | | Good | 61 | 73 | 81 | 84 |
| | C + CR | Poor | 62 | 73 | 81 | 84 |
| | | Good | 60 | 72 | 80 | 83 |
| | C&T | Poor | 61 | 72 | 79 | 82 |
| | | Good | 59 | 70 | 78 | 81 |
| | C&T+ CR | Poor | 60 | 71 | 78 | 81 |
| | | Good | 58 | 69 | 77 | 80 |
| Close-seeded or broadcast legumes or rotation meadow | SR | Poor | 66 | 77 | 85 | 89 |
| | | Good | 58 | 72 | 81 | 85 |
| | C | Poor | 64 | 75 | 83 | 85 |
| | | Good | 55 | 69 | 78 | 83 |
| | C&T | Poor | 63 | 73 | 80 | 83 |
| | | Good | 51 | 67 | 76 | 80 |

[1] Average runoff condition, and $I_a$=0.2S

[2] Crop residue cover applies only if residue is on at least 5% of the surface throughout the year.

[3] Hydraulic condition is based on combination factors that affect infiltration and runoff, including (a) density and canopy of vegetative areas, (b) amount of year-round cover, (c) amount of grass or close-seeded legumes, (d) percent of residue cover on the land surface (good ≥ 20%), and (e) degree of surface roughness.

Poor: Factors impair infiltration and tend to increase runoff.

Good: Factors encourage average and better than average infiltration and tend to decrease runoff.

**Table 2-2c** Runoff curve numbers for other agricultural lands [1]

| Cover description | | Curve numbers for hydrologic soil group | | | |
|---|---|---|---|---|---|
| Cover type | Hydrologic condition | A | B | C | D |
| Pasture, grassland, or range—continuous forage for grazing. [2] | Poor | 68 | 79 | 86 | 89 |
| | Fair | 49 | 69 | 79 | 84 |
| | Good | 39 | 61 | 74 | 80 |
| Meadow—continuous grass, protected from grazing and generally mowed for hay. | — | 30 | 58 | 71 | 78 |
| Brush—brush-weed-grass mixture with brush the major element. [3] | Poor | 48 | 67 | 77 | 83 |
| | Fair | 35 | 56 | 70 | 77 |
| | Good | 30 [4] | 48 | 65 | 73 |
| Woods—grass combination (orchard or tree farm). [5] | Poor | 57 | 73 | 82 | 86 |
| | Fair | 43 | 65 | 76 | 82 |
| | Good | 32 | 58 | 72 | 79 |
| Woods. [6] | Poor | 45 | 66 | 77 | 83 |
| | Fair | 36 | 60 | 73 | 79 |
| | Good | 30 [4] | 55 | 70 | 77 |
| Farmsteads—buildings, lanes, driveways, and surrounding lots. | — | 59 | 74 | 82 | 86 |

1 Average runoff condition, and $I_a = 0.2S$.

2 *Poor:* <50%) ground cover or heavily grazed with no mulch.
*Fair:* 50 to 75% ground cover and not heavily grazed.
*Good:* > 75% ground cover and lightly or only occasionally grazed.

3 *Poor:* <50% ground cover.
*Fair:* 50 to 75% ground cover.
*Good:* >75% ground cover.

4 Actual curve number is less than 30; use CN = 30 for runoff computations.

5 CN's shown were computed for areas with 50% woods and 50% grass (pasture) cover. Other combinations of conditions may be computed from the CN's for woods and pasture.

6 *Poor:* Forest litter, small trees, and brush are destroyed by heavy grazing or regular burning.
*Fair:* Woods are grazed but not burned, and some forest litter covers the soil.
*Good:* Woods are protected from grazing, and litter and brush adequately cover the soil.

**TABLE C-2. RATIONAL RUNOFF COEFFICIENTS**
(1 page)

*Source:* Table F.2 from Delaware County Planning Department, December 2011, *Crum Creek Watershed Act 167 Stormwater Management Plan*.

## TABLE F-2

## RATIONAL RUNOFF COEFFICIENTS

| | | HYDROLOGIC SOIL GROUP | | | |
|---|---|---|---|---|---|
| LAND USE DESCRIPTION | | A | B | C | D |
| Cultivated land : without conservation treatment | | .49 | .67 | .81 | .88 |
| : with conservation treatment | | .27 | .43 | .61 | .67 |
| Pasture or range land: poor condition | | .38 | .63 | .78 | .84 |
| : good condition | | ---* | .25 | .51 | .65 |
| Meadow: good condition | | ---* | ---* | .44 | .61 |
| Woods: thin stand, poor cover, no mulch | | ---* | .34 | .59 | .70 |
| : good cover | | ---* | ---* | .45 | .59 |
| Open spaces, lawns, parks, golf courses, cemeteries | | | | | |
| Good condition: grass cover on 75% or more of the area | | ---* | .25 | .51 | .65 |
| Fair condition: grass cover on 50% to 75% of the area | | ---* | .45 | .63 | .74 |
| Commercial and business areas (85% impervious) | | .84 | .90 | .93 | .96 |
| Industrial districts (72% impervious) | | .67 | .81 | .88 | .92 |
| Residential: | | | | | |
| Average lot size | Average % impervious | | | | |
| 1/8 acre or less | 65 | .59 | .76 | .86 | .90 |
| 1/4 acre | 38 | .25 | .49 | .67 | .78 |
| 1/3 acre | 30 | ---* | .49 | .67 | .78 |
| 1/2 acre | 25 | ---* | .45 | .65 | .76 |
| 1 acre | 20 | ---* | .41 | .63 | .74 |
| Paved parking lots, roofs, driveways, etc. | | .99 | .99 | .99 | .99 |
| Streets and roads: | | | | | |
| Paved with curbs and storm sewers | | .99 | .99 | .99 | .99 |
| Gravel | | .57 | .76 | .84 | .88 |
| Dirt | | .49 | .69 | .80 | .84 |

Notes: Values are based on SCS definitions and are average values.
Values indicated by ---* should be determined by the design engineer based on site characteristics.

Source : New Jersey Department of Environmental Protection, Technical Manual for Stream Encroachment, August 1984

**TABLE C-3. MANNING'S 'n' VALUES**
(3 pages)

*Source:* Table 3-1 from United States Army Corps of Engineers, January 2010, *HEC-RAS River Analysis System, Hydraulic Reference Manual*, Version 4.1.

***Table 3-1 Manning's 'n' Values***

| Type of Channel and Description | Minimum | Normal | Maximum |
|---|---|---|---|
| A. *Natural Streams* | | | |
| 1. **Main Channels** | | | |
| a. Clean, straight, full, no rifts or deep pools | 0.025 | 0.030 | 0.033 |
| b. Same as above, but more stones and weeds | 0.030 | 0.035 | 0.040 |
| c. Clean, winding, some pools and shoals | 0.033 | 0.040 | 0.045 |
| d. Same as above, but some weeds and stones | 0.035 | 0.045 | 0.050 |
| e. Same as above, lower stages, more ineffective slopes and sections | 0.040 | 0.048 | 0.055 |
| f. Same as "d" but more stones | 0.045 | 0.050 | 0.060 |
| g. Sluggish reaches, weedy. deep pools | 0.050 | 0.070 | 0.080 |
| h. Very weedy reaches, deep pools, or floodways with heavy stands of timber and brush | 0.070 | 0.100 | 0.150 |
| 2. **Flood Plains** | | | |
| a. Pasture no brush | | | |
| 1. Short grass | 0.025 | 0.030 | 0.035 |
| 2. High grass | 0.030 | 0.035 | 0.050 |
| b. Cultivated areas | | | |
| 1. No crop | 0.020 | 0.030 | 0.040 |
| 2. Mature row crops | 0.025 | 0.035 | 0.045 |
| 3. Mature field crops | 0.030 | 0.040 | 0.050 |
| c. Brush | | | |
| 1. Scattered brush, heavy weeds | 0.035 | 0.050 | 0.070 |
| 2. Light brush and trees, in winter | 0.035 | 0.050 | 0.060 |
| 3. Light brush and trees, in summer | 0.040 | 0.060 | 0.080 |
| 4. Medium to dense brush, in winter | 0.045 | 0.070 | 0.110 |
| 5. Medium to dense brush, in summer | 0.070 | 0.100 | 0.160 |
| d. Trees | | | |
| 1. Cleared land with tree stumps, no sprouts | 0.030 | 0.040 | 0.050 |
| 2. Same as above, but heavy sprouts | 0.050 | 0.060 | 0.080 |
| 3. Heavy stand of timber, few down trees, little undergrowth, flow below branches | 0.080 | 0.100 | 0.120 |
| 4. Same as above, but with flow into branches | 0.100 | 0.120 | 0.160 |
| 5. Dense willows, summer, straight | 0.110 | 0.150 | 0.200 |
| 3. **Mountain Streams, no vegetation in channel, banks usually steep, with trees and brush on banks submerged** | | | |
| a. Bottom: gravels, cobbles, and few boulders | 0.030 | 0.040 | 0.050 |
| b. Bottom: cobbles with large boulders | 0.040 | 0.050 | 0.070 |

*Table 3-1 (Continued) Manning's 'n' Values*

| Type of Channel and Description | Minimum | Normal | Maximum |
|---|---|---|---|
| B. *Lined or Built-Up Channels* | | | |
| 1. **Concrete** | | | |
| a. Trowel finish | 0.011 | 0.013 | 0.015 |
| b. Float Finish | 0.013 | 0.015 | 0.016 |
| c. Finished, with gravel bottom | 0.015 | 0.017 | 0.020 |
| d. Unfinished | 0.014 | 0.017 | 0.020 |
| e. Gunite, good section | 0.016 | 0.019 | 0.023 |
| f. Gunite, wavy section | 0.018 | 0.022 | 0.025 |
| g. On good excavated rock | 0.017 | 0.020 | |
| h. On irregular excavated rock | 0.022 | 0.027 | |
| 2. **Concrete bottom float finished with sides of:** | | | |
| a. Dressed stone in mortar | 0.015 | 0.017 | 0.020 |
| b. Random stone in mortar | 0.017 | 0.020 | 0.024 |
| c. Cement rubble masonry, plastered | 0.016 | 0.020 | 0.024 |
| d. Cement rubble masonry | 0.020 | 0.025 | 0.030 |
| e. Dry rubble on riprap | 0.020 | 0.030 | 0.035 |
| 3. **Gravel bottom with sides of:** | | | |
| a. Formed concrete | 0.017 | 0.020 | 0.025 |
| b. Random stone in mortar | 0.020 | 0.023 | 0.026 |
| c. Dry rubble or riprap | 0.023 | 0.033 | 0.036 |
| 4. **Brick** | | | |
| a. Glazed | 0.011 | 0.013 | 0.015 |
| b. In cement mortar | 0.012 | 0.015 | 0.018 |
| 5. **Metal** | | | |
| a. Smooth steel surfaces | 0.011 | 0.012 | 0.014 |
| b. Corrugated metal | 0.021 | 0.025 | 0.030 |
| 6. **Asphalt** | | | |
| a. Smooth | 0.013 | 0.013 | |
| b. Rough | 0.016 | 0.016 | |
| 7. **Vegetal lining** | 0.030 | | 0.500 |

***Table 3-1 (Continued) Manning's 'n' Values***

| Type of Channel and Description | Minimum | Normal | Maximum |
|---|---|---|---|
| C. *Excavated or Dredged Channels* | | | |
| 1. **Earth, straight and uniform** | | | |
| a. Clean, recently completed | 0.016 | 0.018 | 0.020 |
| b. Clean, after weathering | 0.018 | 0.022 | 0.025 |
| c. Gravel, uniform section, clean | 0.022 | 0.025 | 0.030 |
| d. With short grass, few weeds | 0.022 | 0.027 | 0.033 |
| 2. **Earth, winding and sluggish** | | | |
| a. No vegetation | 0.023 | 0.025 | 0.030 |
| b. Grass, some weeds | 0.025 | 0.030 | 0.033 |
| c. Dense weeds or aquatic plants in deep channels | 0.030 | 0.035 | 0.040 |
| d. Earth bottom and rubble side | 0.028 | 0.030 | 0.035 |
| e. Stony bottom and weedy banks | 0.025 | 0.035 | 0.040 |
| f. Cobble bottom and clean sides | 0.030 | 0.040 | 0.050 |
| 3. **Dragline-excavated or dredged** | | | |
| a. No vegetation | 0.025 | 0.028 | 0.033 |
| b. Light brush on banks | 0.035 | 0.050 | 0.060 |
| 4. **Rock cuts** | | | |
| a. Smooth and uniform | 0.025 | 0.035 | 0.040 |
| b. Jagged and irregular | 0.035 | 0.040 | 0.050 |
| 5. **Channels not maintained, weeds and brush** | | | |
| a. Clean bottom, brush on sides | 0.040 | 0.050 | 0.080 |
| b. Same as above, highest stage of flow | 0.045 | 0.070 | 0.110 |
| c. Dense weeds, high as flow depth | 0.050 | 0.080 | 0.120 |
| d. Dense brush, high stage | 0.080 | 0.100 | 0.140 |

Other sources that include pictures of selected streams as a guide to n value determination are available (Fasken, 1963; Barnes, 1967; and Hicks and Mason, 1991). In general, these references provide color photos with tables of calibrated n values for a range of flows.

Although there are many factors that affect the selection of the n value for the channel, some of the most important factors are the type and size of materials that compose the bed and banks of a channel, and the shape of the channel. Cowan (1956) developed a procedure for estimating the effects of these factors to determine the value of Manning's n of a channel. In Cowan's procedure, the value of n is computed by the following equation:

# ORDINANCE APPENDIX D

# WEST NILE VIRUS DESIGN GUIDANCE

## WEST NILE VIRUS GUIDANCE

(This source is from the Monroe County, PA Conservation District that researched the potential of West Nile Virus problems from BMPs due to a number of calls they were receiving)

### Monroe County Conservation District Guidance: Stormwater Management and West Nile Virus

### Source: Brodhead McMichaels Creeks Watershed Act 167 Stormwater Management Ordinance Final Draft 2/23/04

The Monroe County Conservation District recognizes the need to address the problem of nonpoint source pollution impacts caused by runoff from impervious surfaces. The new stormwater policy being integrated into Act 167 stormwater management regulations by the PA Department of Environmental Protection (PADEP) will make nonpoint pollution controls an important component of all future plans and updates to existing plans. In addition, to meet post-construction anti-degradation standards under the state National Pollutant Discharge Elimination System (NPDES) permitting program, applicants will be required to employ Best Management Practices (BMPs) to address nonpoint pollution concerns.

Studies conducted throughout the United States have shown that wet basins and in particular constructed wetlands are effective in traditional stormwater management areas such as channel stability and flood control and are one of the most effective ways to remove stormwater pollutants (United States Environmental Protection Agency 1991, Center for Watershed Protection 2000). From Maryland to Oregon, studies have shown that as urbanization and impervious surfaces increase in a watershed, the streams in those watersheds become degraded (CWP 2000). Although there is debate over the threshold of impervious cover when degradation becomes apparent (some studies show as little as 6% while others show closer to 20%), there is agreement that impervious surfaces cause nonpoint pollution in urban and urbanizing watersheds and that degradation is ensured if stormwater BMPs are not implemented.

Although constructed wetlands and ponds are desirable from a water quality perspective, there may be concerns about the possibility of these stormwater management structures becoming breeding grounds for mosquitoes. The Conservation District feels that although it may be a valid concern, **municipalities should not adopt ordinance provisions prohibiting wet basins for stormwater management.**

### Mosquitoes

The questions surrounding mosquito production in wetlands and ponds have intensified in recent years by the outbreak of the mosquito-borne West Nile Virus. As is the case with all vector-borne maladies, the life cycle of West Nile Virus is complicated, traveling from mosquito to bird, back to mosquito, and then to other animals including humans. *Culex pipiens* was identified as the vector species in the first documented cases from New York in 1999. This species is still considered the primary transmitter of the disease across its range. Today there are some 60 species of mosquitoes that inhabit Pennsylvania. Along with *C. pipiens*, three other

species have been identified as vectors of West Nile Virus while four more have been identified as potential vectors.

The four known vectors in NE Pennsylvania are *Culex pipiens*, *C. restuans*, *C. salinarius*, and *Ochlerotatus japonicus*. All four of these species prefer, and almost exclusively use, artificial containers (old tires, rain gutters, birdbaths, etc.) as larval habitats. In the case of *C. pipiens*, the most notorious of the vector mosquitoes, the dirtier the water, the better they like it. The important factor is that these species do not thrive in functioning wetlands where competition for resources and predation by larger aquatic and terrestrial organisms is high.

The remaining four species, *Aedes vexans*, *Ochlerotatus Canadensis*, *O. triseriatus*, and *O. trivittatus*, are currently considered potential vectors due to laboratory tests (except the *O. trivittatus*, which did have one confirmed vector pool for West Nile Virus in PA during 2002). All four of these species prefer vernal habitats and ponded woodland areas following heavy summer rains. These species may be the greatest threat of disease transmission around stormwater basins that pond water for more than four days. This can be mitigated, however, by establishing ecologically functioning wetlands.

**Stormwater Facilities**

If a stormwater wetland or pond is constructed properly and a diverse ecological community develops, mosquitoes should not become a problem. Wet basins and wetlands constructed as stormwater management facilities should be designed to attract a diverse wildlife community. If a wetland is planned, proper hydrologic soil conditions and the establishment of hydrophytic vegetation will promote the population of the wetland by amphibians and other mosquito predators. In natural wetlands, predatory insects and amphibians are effective at keeping mosquito populations in check during the larval stage of development while birds and bats prey on adult mosquitoes.

The design of a stormwater wetland must include the selection of hydrophytic plant species for their pollutant uptake capabilities and for not contributing to the potential for vector mosquito breeding. In particular, species of emergent vegetation with little submerged growth are preferable. By limiting the vegetation growing below the water surface, larvae lose protective cover, and there is less chance of anaerobic conditions occurring in the water.

Stormwater ponds can be designed for multiple purposes. When incorporated into an open space design, a pond can serve as a stormwater management facility and a community amenity. Aeration fountains and stocked fish should be added to keep larval mosquito populations in check.

Publications from the PA Department of Health and the Penn State Cooperative Extension concerning West Nile Virus identify aggressive public education about the risks posed by standing water in artificial containers (tires, trash cans, rain gutters, bird baths) as the most effective method to control vector mosquitoes.

## Conclusion

The Conservation District understands the pressure faced by municipalities when dealing with multifaceted issues such as stormwater management and encourages the incorporation of water quality management techniques into stormwater designs. As Monroe County continues to grow, conservation design, infiltration, and constructed wetlands and ponds should be among the preferred design options to reduce the impacts of increases in impervious surfaces. When designed and constructed appropriately, the runoff mitigation benefits to the community from these design options will far outweigh their potential to become breeding grounds for mosquitoes.

# ORDINANCE APPENDIX E

# STORMWATER
# BEST MANAGEMENT PRACTICES
# AND CONVEYANCES
# OPERATION AND MAINTENANCE AGREEMENT

REVISED
Chester County Water Resources Authority
June 2, 2022

| | |
|---|---|
| Prepared By:<br>*Buckley Brion McGuire & Morris LLP*<br>*118 West Market Street*<br>*West Chester, PA 19382*<br>*(610) 436-4400*<br><br>Return To:<br>*Upper Uwchlan Township*<br>*140 Pottstown Pike*<br>*Chester Springs, PA 19425*<br>*(610) 458-9400*<br><br>UPI#:<br>Property Street Address: | LEAVE BLANK For Recorder's Use Only |

# STORMWATER BEST MANAGEMENT PRACTICES (BMPs) AND CONVEYANCES OPERATION AND MAINTENANCE AGREEMENT

**THIS AGREEMENT**, made and entered into this _____ day of _____, 20___, by and between _____, (hereinafter the "Landowner"), and Upper Uwchlan Township, Chester County, Pennsylvania, (hereinafter "Municipality");

## WITNESSETH

**WHEREAS**, the Landowner is the owner of certain real property by virtue of a deed of Conveyance recorded in the land records of Chester County, Pennsylvania, at Deed Book _____ and Page _____, (hereinafter "Property"); and

**WHEREAS**, the Landowner is proceeding to build and develop the Property; and

**WHEREAS**, the Stormwater Best Management Practices (hereinafter BMP(s)) and Conveyances Operations and Maintenance Plan OR Simplified Approach Stormwater Management Site Plan _____(title of approved plans) approved by the Municipality on _____(date) (hereinafter referred to as the "Plan") for the Property, which is attached hereto as Appendix A and made part hereof, provides for management of stormwater within the confines of the Property through the use of BMP(s) and Conveyances; and

**WHEREAS**, the Municipality and the Landowner, for itself and its administrators, executors, successors, heirs, and assigns, agree that the health, safety, and welfare of the residents of the Municipality and the protection and maintenance of water quality require that stormwater BMP(s) and Conveyances be constructed and maintained on the Property; and

**WHEREAS**, for the purposes of this agreement, the following definitions shall apply:

**BMP – "Best Management Practice"** – Activities, facilities, designs, measures, or procedures as specifically identified in the Plan, used to manage stormwater impacts from Regulated Activities to provide water quality treatment, infiltration, volume reduction, and/or peak rate control, to promote groundwater recharge, and to otherwise meet the purposes of the Municipality's Stormwater Management Ordinance. Stormwater BMPs are commonly grouped into one (1) of two (2) broad categories or measures: "structural" or "nonstructural." Nonstructural BMPs or measures refer to low impact development and conservation design practices used to minimize the contact of pollutants with stormwater runoff. These practices aim to limit the total volume of stormwater runoff and manage stormwater at its source by techniques such as protecting natural systems and incorporating existing landscape features. Nonstructural BMPs include, but are not limited to, the protection of sensitive and special value features such as wetlands and riparian areas, the preservation of open space while clustering and concentrating development, the reduction of impervious cover, and the disconnection of downspouts from storm sewers. Structural BMPs are those that consist of a constructed system that is designed and engineered to capture and treat stormwater runoff. Structural BMPs are those that consist of a physical system that is designed and engineered to capture and treat stormwater runoff. Structural BMPs include, but are not limited to, a wide variety of practices and devices from large-scale retention ponds and constructed wetlands to small-scale underground treatment systems, infiltration facilities, filter strips, bioretention, wet ponds, permeable paving, grassed swales, riparian buffers, sand filters, detention basins, and other manufactured devices designed to mitigate stormwater impacts. The BMPs identified in the Plan are permanent appurtenances to the Property; and

**Conveyance** – As specifically identified in the Plan, a manmade, existing or proposed facility, feature or channel used for the transportation or transmission of stormwater from one place to another, including pipes, drainage ditches, channels and swales (vegetated and other), gutters, stream channels, and like facilities or features. The Conveyances identified in the Plan are permanent appurtenances to the Property; and

**WHEREAS,** the Municipality requires, through the implementation of the Plan, that stormwater management BMPs and conveyances, as required by the Plan and the Municipality's Stormwater Management Ordinance, be constructed and adequately inspected, operated and maintained by the Landowner or their designee.

**NOW, THEREFORE,** in consideration of the foregoing promises, the mutual covenants contained herein, and the following terms and conditions, the parties hereto, intending to be legally bound hereby, agree as follows:

1. The foregoing recitals to this Agreement are incorporated as terms of this Agreement as if fully set forth in the body of this Agreement.

2. The Landowner shall construct the BMP(s) and Conveyance(s) in accordance with the final stormwater management site plans and specifications OR Simplified Approach Stormwater Management Site Plan as approved by the Municipality in the Plan.

3. Upon completion of construction, the Landowner shall be responsible for completing final As-Built Plans of all BMPs, Conveyances, or other stormwater management facilities included in the approved stormwater management site plan as per the requirements of the Stormwater Management Ordinance.

4. The Landowner shall inspect, operate and maintain the BMP(s) and Conveyance(s) as shown on the Plan in good working order acceptable to the Municipality and in accordance with the specific inspection and maintenance requirements in the approved Plan and the current version of the Pennsylvania Stormwater BMP Manual, as amended.

5. The Landowner hereby grants permission to the Municipality, its authorized agents and employees, to enter upon the Property from a public right-of-way or roadway, at reasonable times and upon presentation of proper identification, to inspect the BMP(s) and Conveyance(s) whenever it deems necessary for compliance with this Agreement, the Plan and the Municipality's Stormwater Management Ordinance. Whenever possible, the Municipality shall notify the Landowner prior to entering the Property.

6. The Municipality shall inspect the BMP(s) and Conveyance(s) to determine if they continue to function as intended.

7. The BMP(s) and Conveyance(s) shall be inspected according to the following frequencies, at a minimum:

a. Annually for the first 5 years.

b. Once every 3 years thereafter.

c. During or immediately after the cessation of a 25-year or greater storm, as determined by the Municipal Engineer.

Written inspection reports shall be created to document each inspection. The inspection report shall contain the date and time of the inspection, the individual(s) who completed the inspection, the location of the BMP, facility or structure inspected, observations on performance, and recommendations for improving performance, if applicable. Inspection reports shall be submitted to the Municipality within 30 days following completion of the inspection.

Landowners must notify the Municipality of BMP(s) and Conveyance(s) that are no longer functioning as designed and must coordinate with the Municipality to determine a schedule to repair or retrofit these systems to restore designed functionality.

8. The Landowner acknowledges that, per the Municipality's Stormwater Ordinance, it is unlawful, without written approval of the Municipality, to:

a. Modify, remove, fill, landscape, alter or impair the effectiveness of any BMP or Conveyance that is constructed as part of the approved Plan;

b. Place any structure, fill, landscaping, additional vegetation, yard waste, brush cuttings, or other waste or debris into a BMP or Conveyance that would limit or alter the functioning of the BMP or Conveyance;

c. The BMP or Conveyance to exist in a condition which does not conform to the approved Plan or this Agreement; and

d. Dispose of, discharge, place or otherwise allow pollutants including, but not limited to, deicers, pool additives, household chemicals, and automotive fluids to directly or indirectly enter any BMP or Conveyance.

9. In the event that the Landowner fails to operate and maintain the BMP(s) and Conveyance(s) as shown on the Plan in good working order acceptable to the Municipality, the Landowner shall be in violation of this Agreement, and the Landowner agrees that the Municipality or its representatives may, in addition to and not in derogation or diminution of any remedies available to it under the Stormwater Ordinance or other statutes, codes, rules or regulations, or this Agreement, enter upon the Property and take whatever action is deemed necessary to maintain said BMP(s) and Conveyance(s). It is expressly understood and agreed that the Municipality is under no obligation to maintain or repair said facilities, and in no event shall this Agreement be construed to impose any such obligation on the Municipality.

10. In the event that the Municipality, pursuant to this Agreement, performs work of any nature or expends any funds in performance of said work for inspection, labor, use of equipment, supplies, materials, and the like, the Landowner shall reimburse the Municipality for all expenses (direct and indirect) incurred within thirty [30] days of delivery of an invoice from the Municipality. Failure of the Landowner to make prompt payment to the Municipality may result in enforcement proceedings, which may include the filing of a lien against the Property, which filing is expressly authorized by the Landowner.

11. The intent and purpose of this Agreement is to ensure the proper maintenance of the on-site BMP(s) and Conveyance(s) by the Landowner; provided, however, that this Agreement shall not be deemed to create or affect any additional liability on any party for damage alleged to result from or be caused by stormwater runoff.

12. The Landowner, for itself and its executors, administrators, assigns, heirs, and other successors in interest, hereby releases and shall release the Municipality's employees, its agents and designated representatives from all damages, accidents, casualties, occurrences, or claims which might arise or be asserted against said employees, agents or representatives arising out of the construction, presence, existence, or maintenance of the BMP(s) and Conveyance(s) either by the Landowner or Municipality. In the event that a claim is asserted or threatened against the Municipality, its employees, agents or designated representatives, the Municipality shall notify the Landowner, and the Landowner shall defend, at his own expense, any claim, suit, action or proceeding, or any threatened claim, suit, action or proceeding against the Municipality, or, at the request of the Municipality, pay the cost, including attorneys' fees, of defense of the same undertaken on behalf of the Municipality. If any judgment or claims against the

Municipality's employees, agents or designated representatives shall be allowed, the Landowner shall pay all damages, judgments or claims and any costs and expenses incurred by the Municipality, including attorneys' fees, regarding said damages, judgments or claims.

13. The Municipality may enforce this Agreement in accordance with its Stormwater Ordinance, at law or in equity, against the Landowner for breach of this Agreement. Remedies may include fines, penalties, damages or such equitable relief as the parties may agree upon or as may be determined by a Court of competent jurisdiction. Recovery by the Municipality shall include its reasonable attorneys' fees and costs incurred in seeking relief under this Agreement.

14. Failure or delay in enforcing any provision of this Agreement shall not constitute a waiver by the Municipality of its rights of enforcement hereunder.

15. The Landowner shall inform future buyers of the Property about the function of, operation, inspection and maintenance requirements of the BMP(s) prior to the purchase of the Property by said future buyer, and upon purchase of the Property the future buyer assumes all responsibilities as Landowner and must comply with all components of this Agreement.

16. This Agreement shall inure to the benefit of and be binding upon the Municipality and the Landowner, as well as their heirs, administrators, executors, assigns and successors in interest.

This Agreement shall be recorded at the Office of the Recorder of Deeds of Chester County, Pennsylvania, and shall constitute a covenant running with the Property, in perpetuity.

WITNESS the following signatures and seals:

ATTEST:

(SEAL) UPPER UWCHLAN TOWNSHIP

_____ _____

Secretary CHAIRMAN

WITNESS: LANDOWNER

_____ _____

Commonwealth of Pennsylvania :
: SS
County of Chester :

On this _____ day of _____, 20__. Before me, the undersigned officer, personally appeared _____, who acknowledged himself/herself to the Chair of the Board of Supervisors of Upper Uwchlan Township, and that he/she, being authorized to do so, executed the foregoing instrument for the purpose therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

_____
Notary Public

My commission expires:

Commonwealth of Pennsylvania :
: SS
County of Chester :

On this _____ day of _____, 20__, before me, the undersigned officer, personally appeared _____, who acknowledged himself/herself to be _____ of _____, a _____, and that he/she being authorized to do so, executed the forgoing instrument for the purpose therein contained by signing the name of the Company by herself/himself as _____.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

_____
Notary Public

My commission expires: