

ADMINISTRATIVE PROCEDURES FOR SKETCH PLANS

1. **Applicant Obtains Necessary Forms and Documents from the Township.** The applicant should also obtain a complete sketch plan application packet, which includes:
 - One copy of the administrative procedures
 - Sketch Plan Policy (attached)
 - One application form (attached)
 - One copy of the current fee schedule (attached)
 - 1980 Township Resolution (attached)
 - Letter from PennDOT (attached)

The applicant should also review the following Township ordinances:

- Subdivision/Land Development Ordinance (Ch.95)
- Zoning Ordinance (Ch. 115)
- Any recently adopted but uncodified amendments to the above

The East Bradford Code is available for review at www.eastbradford.org, but it may not have the most recent amendments and is therefore not deemed to be the official source of this documentation. The official source of the East Bradford Code is the East Bradford Township Administration Building, 666 Copeland School Road, West Chester, PA 19380.

2. **Applicant Submits the Sketch Plan Application.** Applications for a sketch plan shall be made to the Township, in writing, on a form furnished by the Township. Applications and attachments must be submitted to the Township at least 14 days (2 weeks) prior to the regular meeting date of the East Bradford Township Planning Commission to be included on the meeting agenda. A complete application includes:
 - 20 copies of the sketch plan
 - 20 copies of a narrative explaining the project
 - Letter of authorization from the property owner and/or agreement of sale (if applicant is not the owner of record and/or represents themselves to be the equitable owner or agent for the property owner)
3. **Township Distributes Application to the Planning Commission and other ABC's.** Once the Planning Administrator determines that the application is complete, the application is forwarded to the East Bradford Planning Commission and other advisory boards and commissions (ABC's) (e.g. Historical Commission, Environmental Advisory Council) for review and comment.
4. **Planning Commission Reviews Application.** At the next regular Township Planning Commission meeting, the applicant will present the application to the Commission. Members from other advisory boards and commissions may attend the meeting to hear the presentation.
5. **Site Visit.** The Planning Commission may request a site visit to view the property. Other ABC's may also attend the visit.
6. **Requests for Review.** The applicant may request staff review comments, provided the plan meets the requirements in outlined in the Township Sketch Plan Policy.
7. **Staff and ABC's Review the Application.** If the applicant requests a review from the Township staff and agrees to pay for the associated costs, the staff will review the application and provide comments in writing to the applicant. The other ABC's will also review the application and provide comments. The applicant may meet with the Commission (and other ABC's) again to receive/discuss review comments. At the end of this process, the applicant may decide whether to submit a subdivision/land development plan.

EAST BRADFORD TOWNSHIP SKETCH PLAN POLICY

- I Prospective applicants are advised that submission of sketch plans for Informal Sketch Plan Comment prior to submission of a formal subdivision and / or land development application is encouraged by the Township.
- A All sketch plan submitted by prospective applicants shall not be reviewed in advance (except for administrative purposes) by Township Staff until presented to the Planning Commission (PC) at a scheduled public meeting.
 - B At the meeting, the prospective applicant is advised that informal sketch plan comment will occur at the meeting with verbal comments from PC and staff.
 - C The comments of the Planning Commission and staff at the public meeting will be limited to planning and design comments only.
 - D No comment should be made at this time regarding zoning compliance issues.
 - E The only record of the sketch plan review at this time shall be the minutes.
- II The prospective applicant is advised that he/she may request a Written Sketch Plan Review by the Township Engineer only under the following conditions:
- A The sketch plan must be prepared by a licensed engineer.
 - B The sketch plan submitted shall include the engineer seal.
 - C The sketch plan submitted for written review shall include a note on the sketch plan that states:
 - 1 This sketch plan is prepared in full compliance with Township Zoning and Subdivision/Land Development codes; or,
 - 2 This sketch plan, as prepared, is not in compliance with the following Township codes and then list on the plan the specific code non-compliance items (with section citation AND the relief needed to comply (waiver, variance, etc.).
 - D Failure to prepare the sketch plan in this manner will result in it being returned to the prospective applicant without review comment.
 - E The prospective applicant shall agree to pay the review costs directly related to the written sketch plan review (Township staff current rates and Township consulting professionals if deemed necessary upon confirmation by the prospective applicant before engagement).
 - F The written review comments of the Township Engineer (and staff) will succinctly address land development and land planning issues ONLY.
 - G The written review comments of the Township Engineer (and staff) WILL NOT involve detailed zoning and land development compliance matters (because generally sufficient detail is not provided). The only exception would be a brief comment as to the apparent accuracy of the notes on the sketch plan regarding ordinance compliance.
 - H The Township Engineer may prepare file notes for internal use only for future reference if deemed necessary.
 - I The written sketch plan review will contain the following or similar statement: "These comments do not represent an official ordinance compliance review and any future submission of a formal subdivision and/or land development plan ultimately is approved by the Board of Supervisors (not the reviewing agency or staff)."
 - J Township Staff will explain to the prospective applicant that the review will occur in a timely manner based upon the current schedule/work load of staff and, if possible, will be available to the prospective applicant and Planning Commission within 30 days to coincide with the next regular business meeting.
 - K The written sketch plan review will be discussed at the Planning Commission (PC) public meeting ONLY and not in private consultation with Staff and prospective applicant. The applicant is strongly encouraged to present the plan electronically at the PC meeting using the Township's LCD projector.
 - L This sketch plan process is to be distinct and independent from any request for a Preliminary Zoning review as provided under Act 247.

SKETCH PLAN APPLICATION

Thank you for taking the time to submit a sketch plan. By submitting a sketch plan, the applicant will benefit from input from the staff, the Planning Commission, and other advisory boards and commissions (ABC's) before presenting the subdivision/land development plan to the Planning Commission and Board of Supervisors. Applicants must provide all of the information listed on this form. Refer to attachments as necessary.

1. **Date:** _____

2. **Property Information**

Application/development name (if applicable/available): _____

Address of property: _____

Tax parcel ID number: _____ Zoning district: _____

Acreage: _____ Number of proposed lots: _____

List all proposed public improvements: _____

Type of waste disposal system (circle one): Public Private

3. **Contact Information**

Applicant's name: _____

Mailing address: _____

Phone number: _____ Fax number: _____

Email address: _____

Relationship to property (owner of record, equitable owner, etc.): _____

Note: If the applicant is other than the property owner, a letter of authorization to submit the application and/or an agreement of sale is necessary and must be attached hereto

4. **Required Documentation** Please verify that the following documentation is submitted with this application:

- 20 copies of the sketch plan
- 20 copies of a narrative explaining the project
- Letter of authorization from the property owner and/or agreement of sale (if applicant is not the owner of record and/or represents themselves to be the equitable owner or agent for the property owner)

Applicant's signature

Print name

Date

RESOLUTION # _____-2010
THE MUNICIPALITY OF EAST BRADFORD TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA

A RESOLUTION PROVIDING FOR UPDATE TO THE FEES REQUIRED BY EAST BRADFORD TOWNSHIP FOR THE CONDUCT OF BUSINESS INCLUDING SUBDIVISION /LAND DEVELOPMENT FEES AND (REVIEW) ESCROWS AND RELATED PROCEEDINGS; BUILDING PERMITS, ZONING FEES AND REVIEWS, AND MISCELLANEOUS OTHER ADMINISTRATIVE FEES FOR SERVICES.

WHEREAS, from time to time it is necessary for the Township to review and revise its fee schedule to reflect the increased cost of doing business, and

WHEREAS, the Second Class Township Code, P.L. 350, No. 60, as amended, pursuant to General Powers, Section 1506, and

WHEREAS the Pennsylvania Municipalities Planning Code, Act of 1968, P.L. 805, No. 247 as amended, pursuant to Article V Subdivision and Land Development, Section 503, provides for the charge of review fees including the necessary and reasonable charges by the municipality's professional consultants or engineer for review or report and,

WHEREAS the Pennsylvania Municipalities Planning Code, Act of 1968, P.L. 805, No. 247 as amended, pursuant to Article IX Zoning Hearing Board and Other Administrative Proceedings, Section 908, provides for the governing body to prescribe reasonable fees with respect to hearings before the zoning hearing board and also for conditional uses before the governing body (Section 913.2) to attach reasonable conditions it may deem necessary to implement the purposes of The Act and,

WHEREAS the Pennsylvania Municipalities Planning Code, Act of 1968, P.L. 805, No. 247 as amended, pursuant to Article VI Zoning, Section 617.3 (e) provides for the governing body to prescribe reasonable fees with respect to the administration of a zoning ordinance and with respect to hearings before the zoning hearing board and,

WHEREAS, East Bradford Township provides within Chapter 45 of the East Bradford Code for the charge of building plan review and inspection fees including reasonable permit fees deemed necessary by the municipality's Building Official professional and for reviews or reports for attendant inspections including, but not limited to, Chapter 90, Soil Erosion and Sediment Control of the East Bradford Code; and,

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of East Bradford Township, Chester County, Pennsylvania, as follows:

SUBDIVISION / LAND DEVELOPMENT

I Every Applicant, at the time of filing an application for approval of a subdivision, land development or planned residential development plan, shall pay to the Township of East Bradford a non-refundable filing fee and **(First Tier)** escrow deposits for reasonable and necessary charges by the professional consultants and Township Engineer and staff in accordance with the following schedule provided below. If at any time the escrow falls below the minimum balance, including all balances due, the Township shall cease any work and/or withhold building permits until the applicant submits a deposit to bring the account back to a minimum balance.

A Subdivision Applications – First Tier

1 Plans from two (2) through and including three (3) lots:

Filing Fee	\$400.00 for the first three (3) lots.
Escrow Deposit	\$800.00 initial deposit
	\$400.00 minimum balance

Fee Schedule Page 1

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2 Plans from four (4) through and including ten (10) lots:

Filing Fee	\$400.00 for the first three (3) lots plus \$100.00 for each additional lot.
Escrow Deposit	\$3,000.00 initial deposit \$1,000.00 minimum balance

3 Plans of eleven (11) or more lots:

Filing Fee	\$1,100.00 for the first ten (10) lots plus \$100.00 for each additional lot.
Escrow Deposit	\$3,000.00 initial deposit for the first ten (10) lots plus \$250.00 for each additional lot \$3,000.00 minimum balance

B Land Development Applications – First Tier

1 Plans of less than ten (10) acres of development:

Filing Fee	\$1,000.00
Escrow Deposit	\$2,500.00 initial deposit \$2,000.00 minimum balance

2 Plans of ten (10) through and including forty-nine (49) acres of development:

Filing Fee	\$1,000.00 for the first ten (10) acres plus \$250.00 for each additional acre.
Escrow Deposit	\$8,000.00 initial deposit \$2,500.00 minimum balance

3 Plan of fifty (50) or more acres:

Filing Fee	\$10,750.00 for the first fifty (50) acres plus \$250.00 for each additional acre.
Escrow Deposit	\$10,000.00 for first fifty (50) acres plus \$500.00 for each additional acre. \$2,500.00 minimum balance

II Every Applicant, after receiving final approval of a subdivision, land development or planned residential development plan, but before any building permits may be reviewed or issued or any development activity or construction commenced, shall pay to the Township of East Bradford (**Second Tier**) escrow deposits in accordance with the following schedule:

A Subdivision Application – Second Tier

1 Plan of two (2) through and including three (3) lots:

Escrow Deposit	\$500.00 per lot \$1,000.00 minimum balance
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2 Plan of four (4) or more lots:

Escrow Deposit	\$ 500.00 per lot
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A Subdivision Application – Plan Resubmission

- 1 Plan of two (2) through and including three (3) lots: \$50.00 per lot
- 2 Plan of four (4) or more lots: \$50.00 per lot for first three (3) plus \$25.00 per each additional lot

B Land Development – Plan Resubmission

- 1 Plan of less than ten (10) acres of development: \$ 500.00
- 2 Plan of ten (10) acres or more: \$500.00 plus \$50.00 per each acre above ten (10)

ZONING ADMINISTRATION FEES

I Subdivision/Land Development Zoning Review

- A Preliminary Plan Review: Calculated hourly rate of Zoning Officer and associated administrative costs.
- B Final Plan Review: Calculated hourly rate of Zoning Officer and Associated administrative costs.

II Building Permit Zoning Review

- A Residential dwelling one and two family new construction and pre-manufactured: \$75.00.
- B Residential multifamily (four family, townhouses, apartments, student housing): \$75.00 per building.
- C Congregate care campus and community living arrangement: \$100.00 per building.
- D Residential transient (bed and breakfast, bed and breakfast estate, hotel, motel): \$75.00 per building.
- E Residential additions: \$50.00.
- F Residential accessory structures including sheds, pools, detached garages, decks, etc. \$50.00.
- G Residential alterations: \$50.00.
- H Non-residential buildings and structures, new (excluding retaining walls and signs): \$100.00 per building or structure.
- I Non-residential additions: \$50.00.
- J Non-residential alterations: \$50.00.
- K Retaining walls: \$35.00.
- L Floodplain letters of determination: \$100.00.
- M Demolition: \$50.00.
- N Temporary structure: \$50.00.
- O Township highway occupancy permit: \$50.00.
- P Temporary signs: \$50.00 per three months.
- Q Permanent signs: \$50.00 per ten square feet or fraction thereof.
- R Lighting permit: \$50.00 administrative fee plus calculated hourly rate of lighting consultant.
- S Fuel storage tank – exterior above and below grade: \$50.00.
- T Revisions to approved plans: Calculated hourly rate of Codes Enforcement Officer.

III Open Burning Permit: \$30.00.

BUILDING PERMIT FEES

I Residential

- A Single family dwellings and semi-detached dwellings including residential additions: \$30.00 for each 100 sq. ft., or fraction thereof (outside dimensions, including attached garages, enclosed porches, finished basements and finished attics, but not including unfinished basements, on grade patios, unfinished attics, and crawl spaces. Minimum fee: \$150.00.
- B Apartments (to include residential nursing care and assisted living): \$200.00 per dwelling unit, plus non-residential rate for non-dwelling unit space (i.e., stairs, lobbies, hallways, etc.).
- C Motels: \$250.00 per motel living unit, plus non-residential rate for non-motel living unit space (i.e., stairs, lobbies, hallways, etc.).
- D Townhouses and other types of residential dwelling units not otherwise specifically covered by the schedule: Same as residential single-family dwellings.
- E Residential alterations: \$100.00 for the first \$1,000.00 of construction cost plus \$20.00 for each additional \$1,000.00, or fraction thereof, of construction cost as determined by the Building Official or designated agent. Minimum fee: \$140.00. Maximum fee: \$600.00.
- F Swimming pools, in-ground or above ground: A minimum charge of \$50.00 for the first \$1,000.00 of construction cost plus \$15.00 for each additional \$1,000.00, or fraction thereof, of construction cost as determined by the Building Official. Construction cost shall include fences and gates and shall be determined by the Building Official or designated agent.
- G Construction site trailers, sales trailers or temporary sheds: \$250.00 per year for each trailer.
- H Accessory buildings over 500 sq. ft. and additions to accessory buildings resulting in buildings greater than 500 sq. ft.: Same as residential single-family dwelling (including but not limited to detached garages, sheds, cabanas, bath houses, etc.). Minimum fee: \$150.00.
- I Alterations to accessory buildings greater than 500 sq. ft.: Same as residential alterations. Minimum fee: \$150.00.
- J Manufactured housing, including mobile homes (all construction except delivered structure): Same as residential alterations.
- K Demolition: \$150.00 per permit. \$500.00 per permit for Class I and Class II Historic Resources of East Bradford Township.

II Non-Residential

- A New construction including additions to structures: \$225 for the first 1,000 sq. ft. plus \$20.00 for each additional 100 sq. ft., or fraction thereof, up to and including 10,000 sq. ft., plus \$15.00 for each additional 100 sq. ft. above 10,000 sq. ft., or fraction thereof.
- B Alterations to non-residential construction: \$100.00 for the first \$1,000 of construction cost plus \$ 20.00 for each additional \$1,000 or fraction thereof. Construction cost shall be determined by the Building Official, or designated agent.
- C Accessory buildings (detached garages, sheds, etc.) new construction, additions and alterations: Same as principal non-residential buildings.
- D Temporary trailers and buildings on construction sites: \$ 250.00 per year for each trailer.

- E Demolition: \$ 75.00 for first \$1,000 of cost plus \$25.00 for each additional \$1000.00 or fraction thereof, as determined by the Building Official or designated agent.
- F Gasoline pumps: \$100.00 for each pump.
- G Sprinkler system: \$50.00 for the first \$1,000 of cost plus \$20.00 for each additional \$1,000 or fraction thereof of cost. Cost shall be determined by the Building Official or designated agent.
- H Plumbing and mechanical permits not associated with new construction: \$60.00 for the first \$1,000 of construction cost plus \$ 6.00 for each additional \$1,000 or fraction thereof.
- I Cell towers (new installation): \$350.00.
- J Antennae (co-locating on existing structure): \$150.00 per antennae.
- III Non-residential, agricultural, animal husbandry, stables, field barns, loafing sheds and shelter for animals: For production buildings and structures and living spaces over 300 sq. ft.: \$50.00 flat fee for working farms (those which produce agricultural goods for market) only. There shall be no fee for buildings and structures under 300 sq. ft. For non-working farms, the single family dwelling rates shall apply.
- IV Retaining walls in excess of a four foot grade differential: A minimum charge of \$150.00 for the first \$1000.00 of construction cost plus \$25.00 for each additional \$1000.00 of construction cost as determined by the Building Official.
- V Re-inspection fee: \$100.00 to be assessed upon failure to complete the construction for which the scheduled inspection is to be made and/or failure to make reasonable and diligent effort to comply with documented deficiencies at the initial re-inspection. Fee is to be posted with the Building Official prior to the re-inspection. The Township will not provide further services until such fees are paid.
- VI Revisions to approved plans: Calculated hourly rate of Codes Enforcement Officer.
- VII Special inspection: Based on Building Official hourly rate; min of 1 hour.
- VIII Soil erosion, sedimentation and grading control (on lot): \$1,000.00 escrow deposit shall be posted with the Township. The escrow is for reasonable and necessary charges by the professional consultants in accordance with the schedule provided below. If at any time the escrow falls below \$500.00, including all balances due, the Township shall cease any work and/or withhold building permits until the applicant submits a deposit to bring the account back to a minimum balance.
- IX Driveway (Chapter 45 East Bradford Code): \$50.00.
- X Street openings and installations (Chapter 92 East Bradford Code): Schedule set by Commonwealth of Pennsylvania, Department of Transportation.
- XI Fireworks: \$100.00 per event.
- XII Measurements: All measurements referred to above shall be as determined by the Building Official or designated agent.
- XIII Enforcement related reviews, inspections, administration at the current rate for Township Engineer, Zoning Officer and necessary consultant review.

- XIV Timber Harvest Permit: \$100 permit fee and \$500 escrow deposit shall be posted with the Township. The escrow is for reasonable and necessary charges by the professional consultants in accordance with the schedule provided below. If at any time the escrow falls below \$100.00, including all balances due, the Township shall cease any work and/or withhold permits until the applicant submits a deposit to return the account to a minimum balance.

ZONING HEARING BOARD, BOARD OF SUPERVISORS AND RELATED PROCEEDINGS AND INSPECTIONS

The below fee schedule supercedes any prior fee schedule with particular regard to Resolution 1 of 1981 and Resolution 2 of 1997.

I Zoning Hearing Board Escrows

A Dimension, set-back, lot size and other dimensional variance:

Residential	\$500
Commercial/Industrial	\$700

B Use variance (validity variance)

Residential	\$1,000
Commercial/Industrial	\$1,000

C Special exception

Residential	\$500
Commercial/Industrial	\$750

D Challenge to validity of ordinance or other ordinance challenge

Residential	\$1,500
Commercial/Industrial	\$1,500

E Appeals (other) from Zoning Officer interpretation of the Zoning Chapter

Residential	\$750
Commercial/Industrial	\$1,000

II Conditional Use Escrows and Other Proceedings (before the Board of Supervisors)

A Conditional use (all, except as noted below): \$2,500

B Open space development option:

Less than 10 lots/units	\$3,500
11-20 lots/units	\$5,000
21-30 lots/units	\$7,500
31-40 lots/units	\$10,000
41 lots/units and above	\$12,000 (plus \$250 for each lot/unit in excess of 41)

C Planned commercial/Industrial:

Less than 10 acres	\$6,500
10 acres and above	\$10,000 (plus \$1,000 for each additional acre in excess of 10)
D Major home occupation:	\$1,500
E Zoning change request:	\$5,000

The following is a list of expenses incurred by the Township for which the escrow may be used to offset charges to the General Fund:

- Cost of preparation and mailing of notices of hearings and decisions
- Cost of publication and Notice of Public Hearing and other legal publications and charges
- Cost of posting the property as required
- Cost of appearance fees of court reporters
- Cost of the original transcript(s) of the notes of testimony
- Township administrative and other legal fees (when permitted)
- Township Engineer fees
- Fees of other consultants engaged by the Township to review conditional use applications and plans or other related proceeding reviews

If, at any time, the charges as listed above for zoning, conditional use or other proceedings exceed the initial escrow, the Township Manager and/or Secretary-Treasurer shall require the Applicant to make timely additional deposits to assure adequate funds to pay such charges, costs and expenses as they may accrue and in no event shall the additional deposit be less than One Thousand (\$1,000) Dollars. Failure of the Township to demand additional deposits from time to time shall not relieve the Applicant from obligation and liability for costs, charges and expenses in excess of fees and deposits. Any amounts deposited in excess of the initial escrow that are not expensed shall be refunded to the Applicant or applied against subsequent applications or proceedings.

MISCELLANEOUS ADMINISTRATIVE FEES, RATES & SERVICES

I The rates for reviews by the Township professional consultants is as follows:

Township Engineer:	\$112.50 per hour
Township Special Projects Engineer:	\$ 70.00 per hour or other applicable current rate
Township Codes Enforcement Officer:	\$ 60.00 per hour
Alternate Codes Enforcement Officer:	\$ 60.00 per hour or other applicable current rate
Township Zoning Officer:	\$ 60.00 per hour
Township Landscape Architect/Planner:	\$115.00 per hour or other applicable current rate
Township Environmental Planner	\$165.00 per hour or other applicable current rate
Township Lighting Consultant	\$ 65.00 per hour or other applicable current rate
Township Solicitor:	\$180.00 per hour or other applicable current rate
Township Planning Commission Solicitor	\$200.00 per hour or other applicable current rate
Township Zoning Hearing Board Solicitor	\$180.00 per hour or other applicable current rate
Other Township Consultants at the service rate as invoiced	

II Tax and sewer certifications:

Tax certification:	\$10.00 each
Sewer certification:	\$15.00 each

III On-site sewage management pumping administration fee: \$25.00

Fee is payable when a property owner requires Township notice due to failure to have their septic system pumped within the time period established by ordinance or when a property owner requests a time extension.

- IV Sewer user rates: Public sewer rates for East Bradford Township residential and commercial/institutional customers are established in the Sewer Fund final budget prepared annually and adopted by the Board of Supervisors, and as may be amended from time to time during the budget year.
- V Public sanitary sewer connection fee for plan review and inspection: \$1,000.00 escrow deposit shall be posted with the Township. The escrow is for reasonable and necessary charges by the professional consultants in accordance with the schedule provided above. If at any time the escrow falls below \$500.00, including all balances due, the Township shall cease any work and/or withhold permits until the applicant submits a deposit to bring the account back to a minimum balance.
- VI Copies: \$.50 per page
Right-To-Know requests: Fee Structure as promulgated by PA Office of Open Records
(On file at Township Office or on line at www.openrecords.state.pa.us/portal/server.pt?)
- VII Alarm registration and schedule of costs (per Chapter 42, Alarm Systems, of the East Bradford Code:

Annual renewal:	\$10.00
New alarm register:	\$25.00
First false alarm per calendar year:	warning
Second false alarm per calendar year:	\$25.00
Third false alarm per calendar year:	\$50.00
Fourth false alarm per calendar year:	\$75.00
Fifth false alarm per calendar year and any subsequent false alarm per calendar year:	\$100.00
- VIII West Chester Area Council of Governments application fee for appeals to the WCACOG Joint Building Code Appeals Board: \$500.00 (approved 08-04-05 by the Board of Supervisors)
- IX Fees and escrows: For the purposes contained herein, the term "Fee" is defined as a one-time, non-refundable payment and the term "Escrow" is defined as a deposit against anticipated expenses and if upon completion of the procedure any portion of it remains unexpended it is refundable to the owner (Applicant) by the fiduciary (Township).
- X East Bradford Township Resolution November 11, 1980: For the purposes of this Resolution, East Bradford Township Resolution November 11, 1980 is restated, As Resolved – The officials of East Bradford Township, elected or appointed, are prohibited from issuing any permits (Building, Road or Occupancy), review any plans or documents, render any decisions or opinions for an individual, partnership or corporation with any outstanding (\$) balance from previous services rendered.
- XI Repealer: All resolutions inconsistent herewith are repealed and of no force or effect from this date.
- XII Severability: If any sentence, subsection, sentence, clause, phrase or figure of this Resolution is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Resolution.

Duly presented and adopted by the Board of Supervisors of East Bradford Township in public meeting held this _____ day of January, 2010.

Township of East Bradford,

Board of Supervisors
Chester County, Pennsylvania

Attest:

Township Secretary

Thomas A. Egan, Chairman

Vincent M. Pompo, Esq., Vice Chairman

John D. Snook, Supervisor

EAST BRADFORD TOWNSHIP

SUPERVISORS

West Chester, Pa. 19380

NOTICE

EAST BRADFORD TOWNSHIP BOARD OF SUPERVISORS PASSED A RESOLUTION ON NOVEMBER 11, 1980 AT FOLLOWS:

BE IT RESOLVED

The officials of East Bradford Township, elected or appointed, are prohibited from issuing any permits (Building, Road or Occupancy, etc.) review any plans or documents, render any decisions or opinions for an individual, partnership or corporation that owes East Bradford Township any money for previous services rendered. Monthly the Township Treasurer will prepare an updated list of delinquent accounts for officials use.

Resolved and approved by the Supervisors, November 11, 1980.

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF TRANSPORTATIONwww.dot.state.pa.us
Engineering District 6-0
7000 Gerdees Boulevard
King of Prussia, PA 19406
February 15, 2005**Subject : Improving Coordination of the Development Process**

Dear Municipal Official:


In this time of rapid development and increasing demand on Pennsylvania's roadway infrastructure, communication and coordination between municipalities and the Department of Transportation (PennDOT) is becoming ever more critical. By this letter, we hope to promote cooperation by working together to improve communication, coordination and the overall development process. *We firmly believe the first step towards achieving this is convincing all municipalities to encourage developers (along state highways) to seek preliminary comment on their projects from PennDOT as early in the municipal review process as possible.*

Developers commonly approach completion of their municipal review process without ever having discussed their project with PennDOT. Apparently, this path has been precipitated by a misunderstanding - that PennDOT requires an "approval" letter from the municipality prior to even considering the project. A clarification is needed: A developer / property owner may submit their project to PennDOT for review at anytime, however, we do not "issue" the Highway Occupancy Permit until evidence of municipal review is presented.

Pre-negotiated approvals and/or agreements between a developer and a municipality may sometimes unintentionally conflict with PennDOT regulations, standards or policies. In these situations, PennDOT is forced to insist on changes that may substantially affect the approved subdivision, and possibly result in the repeating of all or part of the subdivision process. Time consuming, costly changes such as these may be avoided when effectively addressed at the beginning of the process. Two glaring examples involve the location / number of accesses and appropriate signal locations. These should be established with some degree of certainty before parking lots and/or structures are approved, under contract or under construction.

We do not wish, nor do we intend, to interfere in the municipal process. Our preliminary reviews will be brief and address only the basics such as the general concept for access and level of potential traffic impact. Our intention is simply to improve the overall development process for all involved by communicating on major issues up front. Your cooperation is critical. We encourage your feedback through Mr. Fran Hanney, Traffic Services Manager, at 610-205-6560.

Sincerely,


Andrew L. Warren
District Executive
Engineering District 6-0