

**POLK TOWNSHIP, MONROE COUNTY, PENNSYLVANIA
ORDINANCE NO. ____ OF 2019**

**AN ORDINANCE AMENDING PORTIONS OF THE POLK TOWNSHIP SUBDIVISION
AND LAND DEVELOPMENT ORDINANCE**

WHEREAS, in 2015 the Township of Polk, a Second Class Township situate in Monroe County, Commonwealth of Pennsylvania, adopted a Subdivision and Land Development Ordinance (hereinafter “SALDO”) which revised existing Ordinances; and,

WHEREAS, said Ordinances were adopted pursuant to the Pennsylvania Municipalities Planning Code which provides for periodic amendment of such Ordinances; and

WHEREAS, the SALDO may be amended by the Board of Supervisors in accordance with Section 1002 of the SALDO; and

WHEREAS, the Board of Supervisors, after review of the 2015 SALDO, have determined that certain amendments are necessary and appropriate.

NOW, THEREFORE, be it ENACTED and ORDAINED as follows:

Section 1. Sections 301.2.B, 303.1.A.3, 304.4.A.3, 305.1.A.3, and 306.2.A.3 are amended to add the following language after each of the above Sections:

“In addition to electronic submissions, applicant shall also include paper copies. No submission will be considered complete unless paper copies accompany the electronic submission. In the event of any revisions, applicant will submit both electronic and paper copies.”

Section 2. Sections 402.1.C, 403.3.C.9, 404.1.C and 404.3.H of SALDO are amended to replace the existing language with the following:

“The surveyor shall provide an acceptable certification on the plan that the map or plat, and the survey upon which it is based, were made in accordance with minimum acceptable standards of reasonable skill and care, and is true and correct in all its details.

A sample of an acceptable surveyor’s certification is as follows:

I, _____ (name), a registered surveyor of the Commonwealth of Pennsylvania do hereby certify that this plan, prepared from field surveys of _____

(date), has been made in accordance with minimum acceptable standards of reasonable skill and care, and is true and correct in all its details to the best of my knowledge and belief.”

Section 3. Section 402 of the SALDO is amended to delete the second sentence in the introductory paragraph and replace it with the following:

“Preliminary Plans shall be prepared in accordance with the following drafting standards and plan requirements, except where specific standards or requirements are deemed by the Township not to be necessary:”

Section 4. Section 403 of the SALDO is amended to delete the second sentence of the introductory paragraph and replace it with the following:

“Final Plans shall be prepared in accordance with the following drafting standards and plan requirements, except where specific standards or requirements are deemed by the Township not to be necessary:”

Section 5. Section 404 of the SALDO is amended to delete the introductory paragraph in its entirety and replace it with the following:

“Plans for minor subdivisions shall be prepared by a qualified professional (See Definition in Article II), as applicable and required by state law, and shall be prepared in accordance with the following drafting standards and plan requirements, except where specific standards or requirements are deemed by the Township not to be necessary:”

Section 6. Section 405.1.B.2 of the SALDO is amended to delete the existing language and to replace it with the following:

“A deed for lots joined by a lot consolidation (combination, joinder, etc.) plan shall be prepared and recorded in the Monroe County Recorder’s Office, and a copy of the recorded deed shall be provided to the Township, within 90 days of approval of such lot consolidation plan.”

Section 7. Section 408.1.F.4 of the SALDO is amended to delete the present language and replace it with the following:

“The signatures of three members of the Planning Commission”.

Section 8. Section 408.1.F.6 of the SALDO is amended to delete the present language and replace it with the following:

“The signatures of at least two members of the Board of Supervisors, with the Township Seal.

Section 9. A new Section 612.6.A.4 is added to the SALDO as follows:

“Section 612.6.A.4. When the required number of parking spaces cannot be determined because the Parking Demand Table in Appendix E does not include the proposed use, the following table shall be used. If this following table also does not include the proposed use, the required number of parking spaces shall be determined by the Planning Commission, based on recommendations from the Zoning Officer and the Township Engineer, and on information provided by the Applicant.

TABLE OF PARKING STANDARDS FOR SPECIFIC USES

Minimum Number of Off-Street Parking Spaces Required		
	One (1) Off Street Parking Space Required for Each	Plus One (1) Off Street Parking Space Required for Each
Residential Uses		
Boarding House	1 Room or Occupant	N/A
Home Occupations and Home-Based Businesses	1 nonresident employee working during an 8-hour period	1 space per customer during any one hour period of maximum use
Recreational Uses		
Commercial Swimming Pool	4 persons of total capacity	1 space per employee or worker at maximum number in a shift
Driving Range, Miniature Golf	3 persons of total capacity	Each Employee
Private or Membership Clubs or Lodges	6 members or 6 persons of total capacity	1 space per an employee in a shift with maximum employees
Institutional And Educational Uses		
Auditoriums	3 seats	Two full-time employees
Meeting or Assembly Hall for Fraternal or Civic Organizations	50 Sq. Ft. of Floor Area	Each employee
Retail And Commercial Service Uses		
Automobile or Truck Sales; Furniture or Appliance Store	300 Sq. Ft. of Sales Floor Area	Each employee
Business Services such as Banks and Credit Unions	100 Sq. Ft. of Floor Area Used for Serving Customers	Each employee
Funeral Home	4 Seats for Patron use or 50 Sq. Ft. of Gross Floor Area	Full-time, nonresident employee
Flea Markets- Indoor and Outdoor	200 Sq. Ft. of Gross Floor Area	Each Vendor

General Retail Stores and Businesses	150 Sq. Ft. of Area Used for Serving Customers	Each employee
Personal Services Business such as Barber Shops, Photo Shops, Appliance Repair	100 Sq. Ft. of Area Used for Serving Customers	Two full-time employees
Professional Offices, such as Consultants, Insurance, Real Estate	200 Sq. Ft. of Gross Floor Area	Each Employee
Self Service Laundromat	Washing or Dry Cleaning Machine	Two full-time Employees
Vehicle Servicing and Repair	1/3 service bay (3 spaces per bay)	Each employee – Full or part time

Note: If one of the tables conflicts with the other table, the more restrictive or larger parking standard will apply.”

Section 10. The Parking Demand Table in Appendix E is amended with the addition of the following notes:

“When the uses are indicated with a “Super” prefix, such as a Superstore, it shall mean a building with a gross floor area of 20,000 square feet, or more.”

“For Professional Offices and Business Services such as Banks and Credit Unions, this Table shall be used for buildings with a gross floor area of 2,000 square feet, or more. The Table of Parking Standards for Specific Uses shall be used for buildings with a gross floor area of less than 2,000 square feet.”

Section 11. Section 612.10.C of SALDO is amended to delete the second sentence and replace it with the following:

“Other surfacing systems of equal performance may be approved by the Board of Supervisors”.

Section 12. Appendix A of SALDO is amended to include additional paragraphs as follows:

“9. MAINTENANCE BOND. Developer shall post with the Supervisors a bond to secure the cost of a repair or replacement of any required improvements for a period of eighteen (18) months after the date of its completion. Said Maintenance Bond to be given at the time of release of the performance security for each Phase. Financial security shall be fifteen percent (15%) of the actual cost of improvements in accordance with the SALDO.”

“10. STORMWATER PONDS. In the event a residential subdivision or land development includes a stormwater pond or ponds serving multiple lots, whether on an individual lot or lots, or on common property where the owner shall be required by

deed covenant or otherwise to maintain such detention pond, developer agrees to escrow the amount of money set forth in the then current Polk Township Fee Schedule with the Polk Township Board of Supervisors who will maintain such funds in escrow as a perpetual care fund to be used only for capital repairs, such as repairs to fencing, repairs of damaged or deteriorated outlet works, repair of washouts, etc. Routine maintenance, such as cutting or trimming vegetation, reseeding bare areas, and removal of sediment, shall be the responsibility of the owner of the lot in which the stormwater pond is situate, if located on an individual lot, or of the developer or association if located on common property. Appropriate deed covenants shall address such responsibility.”

Section 13. Section 606.4.E.1 of SALDO is amended to delete the existing Table and replace it with the following:

Lot Standards	
Single-Family Dwelling	
Lot Size*(Sq. Ft.)	Minimum Lot Width
< 22,000	90 Ft
22,000 -29,999	100 Ft
30,000-43,559	120 Ft
43,560-87,119	150 Ft
> 87,120	200 Ft
Two-Family Dwelling	
Lot Size*(Sq. Ft.)	Lot Width**
> 43,560	120 Ft
43,560-65,340	130 Ft
> 65,340	150 Ft
Non-Residential	
Lot Size*(Sq. Ft.)	Lot Width
< 43,560	90 Ft
> 43,560	120 Ft
Notes:	
*As required by the Schedule of Development Standards in Article IV of the Zoning Ordinance.	
**Total per two units in one structure.	

Section 14. Sections 304.4.B.2, 305.1.B.2, and 306.1.B.2, of SALDO are amended to replace the existing language with the following:

“The number of and type of Plan for initial submission, revisions, and final are listed on the ‘Polk Township SALDO Plan Submission Form’.”

Section 15. Section 403.3.A.8 is amended to add the following additional sentence:

“A closure/area computation sheet shall be provided for the total tract and for each lot, street, community or public area, and area to be dedicated.”

Section 16. Section 404.2.L is amended to add the following additional sentence:

“A closure/area computation sheet shall be provided for the total tract and for each lot.”

This Ordinance shall be effective immediately.

IN WITNESS WHEREOF, the Polk Township Board of Supervisors hereby ADOPTS this

Ordinance this ____ day of _____, 2019.

POLK TOWNSHIP BOARD OF SUPERVISORS

By: _____
Brian K. Ahner, Chairman

By: _____
Michael D. Hurley, Vice-Chairman

By: _____
Carl S. Heckman

ATTEST:

Ruthanne K. Toner, Secretary