

WESTTOWN TOWNSHIP

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AGENDA

Westtown Township Board of Supervisors Regular Meeting

Monday, September 16, 2019 - 7:30 PM

Westtown Township Municipal Building
1039 Wilmington Pike, Westtown

- I. Call to Order
- II. Approval of Board of Supervisors Meeting Minutes – August 19, 2019
- III. Approval of Board of Supervisors Meeting Minutes – September 3, 2019
- IV. Summary of Board of Supervisors Workshop – September 16, 2019
- V. Departmental Reports
 - A. Westtown East Goshen Police – Chief Brenda Bernot
 - B. Parks & Recreation Commission – Ida Fritsche
 - C. Planning Commission – Dick Pomerantz / Kevin Flynn
 - D. Manager’s Report - Rob Pingar
- VI. Public Comment (Non-Agenda Items)
- VII. Old Business
 - A. Oakbourne Road Bridge Reconstruction Project, Request for Payment No. 1
 - B. 2019 Road Program, Request for Payment No. 1
 - C. Tyson Park Phase 2 Improvements, Request for Payment No. 1
 - D. Kirkwood Pump Station Reconstruction, Request for Payment No. 2
 - E. Oakbourne Road Utility Relocations, Doli Constr. Corp. – Payment Est. No. 2/Final
 - F. Ordinance 2019-03, Signs Ordinance Amendment - Adoption
 - G. Ordinance 2019-06, Outdoor Lighting Ordinance Amendment – Adoption
- VIII. New Business
- IX. Announcements
 - A. E-Waste Collection – 9 AM - noon, Saturday, September 28 at the Township Building
 - B. Westtown Day – 11 AM to 3 PM, Sunday, September 29 at Oakbourne Park
 - C. Sewage Management Program (SMP) Routine Inspection Reports - due October 31, 2019
- X. Public Comment (All Topics)
- XI. Payment of Bills
- XII. Adjournment

How to Engage in the Public Comment Sections of a Township Meeting

Public Comment is heard at three (3) different points during the meeting:

1. BEFORE OLD BUSINESS - The public is permitted to make public comment on any matter not on the agenda. This comment period is subject to the time constraint in (d) below
2. PRIOR TO any action on a motion on an Agenda item. Public Comment at this stage is limited to the item under discussion (e.g. it is not appropriate to initiate a discussion on police services if the body is acting upon a sewer issue).
3. AFTER NEW BUSINESS. - Public Comment is open to any legitimate item of business which can be considered by that Township Board/Commission (e.g. Planning Commission can discuss issues having to do with plan reviews, but cannot discuss why the Township does not plow your street sooner. Supervisors can discuss nearly every issue).

How to make a comment to any Township Board/Commission:

- a. The Chair will announce that the Board/Commission will now hear public comment, either on a specific issue or generally.
- b. You must then obtain recognition from the Chair prior to speaking.
- c. Once you have the floor, state your name and address for the record.
- d. You may then make your comment or ask your question. You will have three (3) minutes to make your statement, unless the Chair has announced otherwise, so please come prepared!

WESTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING

Westtown Township Municipal Building, 1039 Wilmington Pike, Westtown

Monday, August 19, 2019 at 7:30 PM

Present were: Chair Scott Yaw, Vice Chair Michael Di Domenico, Police Commissioner Carol De Wolf, Township Manager Robert Pingar, Police Chief Brenda Bernot, and Planning Commissioner Jack Embick. There were 11 guests.

I. Pledge of Allegiance & Call to Order

Mr. Yaw called the meeting to order at 7:36 PM, and led the Pledge of Allegiance. He asked if anyone was recording the meeting. No one was recording.

II. Approval of Minutes (July 15, 2019)

Mr. Di Domenico made a motion to approve the July 15, 2019 Board of Supervisors meeting minutes. Ms. De Wolf corrected her comment regarding the trail width at Tyson Park, stating that she said the 5-foot wide trail was adequate. Mr. Yaw amended the motion to approve the minutes with correction. Ms. De Wolf seconded the motion. There were no additional comments, and the minutes were unanimously approved.

III. Workshop Meeting Summary (August 19, 2019)

Mr. Yaw stated that the Board workshop began with an Executive Session regarding two personnel matters. In the public workshop, the Board reviewed the Malvern School Land Development Agreements, which will be before the Board on tonight's regular agenda. There were no questions or comments.

IV. Staffer Kurtis Miller, Office of U.S. Congresswoman Chrissy Houlahan (PA-06)

Mr. Miller introduced himself as a Constituent Advocate for Chrissy Houlahan. He recapped Ms. Houlahan's achievements in office, her stance on a number of issues, and stated that her West Chester office provides a variety of constituent resources.

Ms. De Wolf asked if Congresswoman Houlahan puts out a monthly newsletter. Mr. Miller said to sign up on her website: <https://houlahan.house.gov>.

Mr. Di Domenico asked about Congresswoman Houlahan's progress on the pipeline safety issue. Mr. Miller reported that she is actively monitoring the pipeline construction in Chester County, and fighting for pipeline safety and transparency, including trying to get an un-redacted copy of Energy Transfer's Emergency Response Plan.

Mr. Pingar asked what time her monthly town hall meetings are held, where, and how many people attend. Mr. Miller said they are held in the evenings, usually at a church or school. Attendance varies depending on the issue being targeted.

There were no further questions for Mr. Miller.

V. Departmental Reports

A. Westtown - East Goshen Police (WEGO) – Chief Bernot

Chief Bernot stated there has been an increase in DUI's and DUI citations. She added that scams continue to be a problem. She said if something sounds too good to be true, then it probably is. Lastly, she stated that the department holds the 2019 Citizen's Police Academy (CPA) annually, but unless they receive more applications by next week, they will have to cancel this year's academy. She encouraged residents to register for the academy, which provides residents with a hands-on understanding of police operations. The 13-week program begins on

Tuesday, September 13. There is a nominal fee for background check and first aid certification. For more information and to register, visit the WEGO website:
<https://chester.crimewatchpa.com/wegopd/53548/content/community-programs>.

Ms. De Wolf stated she received a call from someone about the social security scam. Chief Bernot stated there is little that the department can do about the scams. Most of them originate overseas, using spoofing software to make the call appear as if it is coming from a local number. Ms. De Wolf also wondering what could be done to increase interest in the CPA. The Chief stated that the academy is well publicized, but felt that people have other demands on their time.

B. Planning Commission (PC) – Jack Embick

Mr. Embick reported that their August 7 meeting was a joint meeting with the Zoning Hearing Board (ZHB). The meeting provided an opportunity for the PC to learn about issues and problems the ZHB faces, such as determining the difference between minor and major home occupations.

Mr. Di Domenico asked if the meeting was conciliatory. Mr. Embick stated that the meeting was very amicable. The PC doesn't tell the ZHB what to do, but it makes recommendations to the ZHB.

There were no other comments or questions.

C. Manager's Report – Rob Pingar

Mr. Pingar reported on various infrastructure projects. The Oakbourne Bridge has been demolished and it will be replaced with a box culvert in the coming weeks. The 2019 Road program is underway with curb replacements, which will be followed by the milling and curbing of the roads in the program. Today was the kickoff meeting for the Oakbourne Mansion Exterior Repairs contract, and that work will begin after Labor Day. Finally, the long planned construction of the connector road between the Stetson jug handle and West Pleasant Grove Road is nearly complete. The Stetson jug handle will reopen on Saturday and the temporary signal at Pleasant Grove road will be deactivated. Mr. Pingar stated that the connector road, Orvis Way, will remain closed until the township takes dedication of the road.

Mr. Yaw asked about the current schedule for reopening Oakbourne Road. Mr. Pingar stated that the original schedule predicted completion in November, but he would find out if there has been any change in that timeframe.

There were no other comments or questions.

VI. Public Comment (Non Agenda Items)

Candy Anderson (101 Hidden Pond Way) stated that she lives adjacent to Orvis Way and expressed concern about the connector road and the jug handle. Her back yard faces the jug handle and sits six feet below the level of the road, and she feels it is now unsafe. She requested that the berm be continued around the corner of her yard and that a guiderail be installed between the jug handle and her yard. She also expressed safety concerns over the proposed 35 mph speed on Orvis Way and the emergency access road.

Mr. Di Domenico asked Mr. Pingar about the guiderail. Mr. Pingar stated that guiderail was placed according to the development plan, which called for guiderail only at the curve on Orvis Way where there is a steep embankment down to the pond. Ms. De Wolf was in favor of a berm and plantings, and also supported lowering the speed limit, due to the presence of the Ducklings Daycare on Orvis Way. Ms De Wolf stated she would visit the site to evaluate the situation.

Bill Chesco (1025 S. Concord Road) asked about the status of the Veteran's Memorial project. Mr. Pingar stated that the bid package has been prepared, and the township is now looking at the timing for advertisement. Mr. Chesco stated that he is a veteran, but would hate to see the entrance to Oakbourne Park drastically altered by a huge memorial project. Ms. De Wolf said the Board will

review the bids when they come in, and will make a decision on whether to proceed with the project as designed.

There was no other public comment.

VII. Old Business

A. Ordinance 2019-05, Amendments to Township Code Chapter 170, Zoning – Adoption

- 1. Article II Definitions**
- 2. Article V A/C Agricultural/Cluster Residential District**
- 3. Article IX Flexible Development Procedure**
- 4. Article XV General Regulations**
- 5. Article XX Administration**

Mr. Yaw stated that these proposed amendments will result in new developments that more closely align with the ordinances' intents, including yielding open space of greater value. Mr. Di Domenico made a motion to adopt Ordinance 2019-05 amending certain provisions of Chapter 170 of the Westtown Zoning Ordinance, relative to Definitions, Agricultural/Cluster Residential zoning district, Flexible Development Procedure, General Regulations, and Administration. Ms. De Wolf seconded the motion. There was no discussion and the motion was unanimously approved.

B. The Malvern School, Land Development Application Agreements – Approval

- 1. Land Development Agreement**
- 2. Financial Security Agreement**
- 3. Stormwater Operations and Maintenance Agreement**

Mr. Di Domenico made a motion to approve the Land Development, Financial Security, and Stormwater O&M agreements for the Malvern School Land Development application that was approved by the Board on March 18, 2019. Ms. De Wolf seconded the motion. There was no discussion and the motion was unanimously approved.

VIII. New Business

A. Oakbourne Road Utility Relocations, Doli Construction Corp. – Payment Estimate No. 1

Carroll Engineering has evaluated the invoice submitted by Doli Construction Corp. for work completed on the Oakbourne Road Bridge Utility Relocations Project, and has recommended payment in the amount of \$293,517.70. This is not final payment, as additional work remains.

Mr. Di Domenico made a motion to approve Payment Estimate No. 1 in the amount of \$293,517.70 to Doli Construction Corp. Ms. De Wolf seconded the motion. There was no discussion and the motion was unanimously approved.

B. Ordinance 2019-06, Outdoor Lighting Ordinance Amendment – Authorize Advertisement

The West Chester Area School District (WCASD) desires to increase the maximum number of nights the Rustin stadium lights can be used from 20 to 30, to accommodate the needs of non-football girls' and boys' sports teams.

Ms. De Wolf made a motion to authorize advertisement of Ordinance 2019-06 amending the Code of Westtown, Article XV Outdoor Lighting, to permit a maximum of 30 lighted events per calendar year on any one school campus where permanent lighting is permitted. Mr. Yaw seconded the motion.

Mr. Di Domenico questioned why the wording in the ordinance does not specify that the use of the Public Address System (PAS) for the additional ten non-football games would be kept to a minimum. Mr. Unruh, attorney for the WCASD, stated that the additional games would be lacrosse and soccer games, with no play-by-play activity. Mr. Unruh stated the matter would be before the Zoning Hearing Board on August 29, and wording limiting the use of the Public Address System for

things such as the Fair Play Announcement and National Anthem could be incorporated as a condition in the ZHB Hearing decision if that is the desire of the Board.

Mr. Pingar stated that use of the PAS is not regulated in the current ordinance for 20 nights. The amendment is only requesting the addition of ten nights for non-football games. The WCASD is only seeking to change the number of nights.

Eva Foster (734 Westbourne Road) and Kathy Di Domenico (1530 Woodland Road) both stated that they thought that the ordinance should include language restricting the use of the PAS system for the additional ten nights.

There was no further comment. The motion was approved 2-1, with Mr. Di Domenico dissenting.

C. Resolution 2019-08 - Application to PennDOT for Traffic Signal Approval, Route 202, Skiles Boulevard, and Stetson Middle School Driveway Intersection

Mr. Di Domenico made a motion to approve Resolution 2019-08 to authorize the Township Manager to sign and submit to PennDOT the application for Traffic Signal Approval for the Route 202, Skiles Boulevard, and Stetson Middle School Driveway intersection. Ms. De Wolf seconded the motion. There was no public comment and the motion was unanimously approved.

D. Ordinance 2019-07, Orvis Way Speed Limit – Authorize Advertisement

Mr. Di Domenico made a motion to authorize advertisement of Ordinance 2019-07, amending Chapter 162 of the Code of Westtown by providing for a 35 mph speed limit for the entire length of Orvis Way upon dedication of the road to Westtown Township. Mr. Yaw seconded the motion.

Ms. De Wolf and Mr. Di Domenico opposed the 35 mph speed limit. Mr. Yaw requested Chief Bernot's opinion on the speed limit. Chief Bernot agreed that it would be appropriate to explore lowering the speed limit. Mr. Yaw asked Mr. Pingar if the Township Traffic Engineer had weighed in on the speed limit. Mr. Pingar stated that he had, and added that he had consulted WEGO's Traffic Safety Unit (TSU). The consensus among the TSU was that the 35 mph speed limit was appropriate because the collector road (Pleasant Grove Road) is also 35 mph.

Mr. Pingar suggested that the road could be opened and a traffic study could be performed, and an informed decision could be made using the actual speed data collected. He also stated that a School Zone speed limit cannot be used for a private day care.

Phil Anderson (101 Hidden Pond Way) asked if the approval of the 35 mph speed limit occurred in 2007 when the project was originally approved for a bank pad, or more recently for the daycare center and office building. He added that nothing but a curb separates the walking trail from the road, and that a 35 mph speed limit is not appropriate for that road. Mr. Pingar replied that the speed limit was set for the current project. Mr. Anderson also stated that the plans indicate bollards around the daycare center, so he feels a guiderail is needed separating the road from the trail.

There were no other comments. Mr. Di Domenico withdrew the motion to authorize advertisement of Ordinance 2019-07. Mr. Yaw then made a motion to table Ordinance 2019-07 for further discussion. Ms. De Wolf seconded the motion. There was no public comment and the motion to table the ordinance was unanimously approved.

IX. Announcements

Mr. Yaw made the following announcements:

- A. Westtown School Conditional Use Hearing** - 7:00 pm Tuesday, August 27 at the Township Building. Public comment will be heard as well as closing arguments.
- B. Citizens Police Academy** - Tuesdays starting September 3, 2019

The next Citizens Police Academy will begin on Tuesday, September 3, 2019, at 6:30 P.M. at the Westtown-East Goshen Regional Police Department located at 1041 Wilmington Pike, West Chester, PA. Applications are due by August 27th, 2019. For information and to register, visit the WEGO website at www.chester.crimewatch.pa.com/wegopd.

C. Neighborhood University - Thursdays starting September 12, 2019 at 7:00 pm

The West Chester Area Council of Governments is proud to announce that another year of Neighborhood University is set to begin on September 12, 2019 at West Goshen Township. This free program offers the opportunity to learn about local government, tour public facilities, and better understand available municipal services and resources. The goal is to provide area residents with the tools necessary to be better advocates for their community.

Neighborhood University of Greater West Chester is open to any resident or business owner, age 16 or older, of the participating communities: East Bradford Township, East Goshen Township, Thornbury Township (Chester County), West Chester Borough, West Goshen Township, West Whiteland Township, and Westtown Township. More information can be found at www.nugwc.org.

D. Westtown Day – 11 AM to 3PM, Sunday September 29 at Oakbourne Park

This community day is free and open to everyone. It will feature live bands, carnival games, pony rides, petting zoo animals, food trucks, Civil and Revolutionary War re-enactors, pumpkin decorating, local schools, vendors, and more.

E. SMP Routine Inspection Reports

Property owners with on-lot sewage disposal systems that have provided Initial Inspection Reports, have made repairs that required a Chester County Health Department permit, and/or received a waiver from the SMP in 2016, are due to complete and submit the Routine Inspection Report to the Township by no later than October 31, 2019. Also, property owners that completed pumping in 2016 are due to submit their pumping receipts.

F. Sign up for ReadyChesco

ReadyChesco is Chester County's official source for emergency alerts and information and government notifications, including weather. ReadyChesco is a system that helps County and Local officials send emergency text alerts and voice calls to you quickly. This system can send these to your cell phone, home phone, office phone, pager, and/or E-mail account. This system is used to provide ongoing government information to alert individuals and groups that have signed up for some or all of a comprehensive menu of options. Emergencies can happen at any time. ReadyChesco's goal is to send the public critical information as quickly as possible, 24 hours a day, seven days a week. The system will also be used to relay emergency notifications such as evacuation and shelter-in-place orders to all users in the system. Sign up at www.readychesco.org.

G. WEGO Police Department CRIMEWATCH Website

Westtown Township and WEGO PD encourage residents to make use of the CRIMEWATCH website to stay informed about any criminal activity in the WEGO's service area. CRIMEWATCH empowers individuals, families, and organizations to keep their communities safe; uniting the efforts of law enforcement, children's advocacy groups, concerned citizens and the business community. Detailed listings of offender information are relevant and purposeful for building public awareness, delivered in a format that resonates with every audience and impacts individuals on a local level. The approach balances personal accountability and public safety. The public can subscribe to receive the police blotter and public awareness bulletins, leave tips, and view recent arrests. Visit www.wegopd.org for more information.

Ms. De Wolf also encouraged residents to become volunteer firefighters. (Information can be found on the Bulletin Board and homepage of the township website, or visit www.helpfightfire.com).

X. Public Comment on All Topics

Eva Foster asked the date of the ZHB Hearing. Mr. Yaw stated it is August 29. She also asked about the final determination on the presence of political candidates at Westtown Day. Mr. Yaw stated that everyone is welcome. Participants must pre-register and will have assigned spots.

Candy Anderson asked if the speed limit for Orvis Way will be 35 mpg when it is opened. Mr. Pingar stated that the opening of the road depends upon the township taking dedication. Ms. De Wolf stated that the Board will not take dedication of the road until they determine it to be safe.

XI. Payment of Bills

Mr. Di Domenico made a motion to approve General Fund bills in the amount of \$558,458.07, Wastewater Fund bills in the amount of \$93,555.76, Capital Projects Fund bills of \$338,489.58 for a grand total of \$990,503.41. Ms. De Wolf seconded the motion. There were no comments or questions, and the check registers were unanimously approved.

XII. Adjournment

Ms. De Wolf made a motion to adjourn the meeting, seconded by Mr. Yaw. The meeting adjourned at 8:54 PM.

Respectfully submitted,

Robert Pingar
Township Manager

WESTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING

Westtown Township Municipal Building, 1039 Wilmington Pike, Westtown

Tuesday, September 3, 2019 – 7:30 PM

In attendance were Chair Scott Yaw, Vice Chair Mike Di Domenico, Police Commissioner Carol De Wolf, Township Manager Rob Pingar, Public Works Director Mark Gross, Historical Commissioner Dan Campbell, Planning Commissioner Russ Hatton, and Township Solicitor Pat McKenna. There were 31 guests.

I. Call to Order

Mr. Yaw called the meeting to order at 7:36 PM. He asked if anyone was recording the meeting. No one responded.

II. Approval of Minutes (August 19, 2019)

Mr. Di Domenico made a motion to approve the August 19, 2019 Board of Supervisors meeting minutes. Ms. De Wolf seconded the motion.

Candy Anderson (101 Hidden Pond Way) stated that her comment regarding safety concerns of the emergency access road to Orvis Way was not reflected in the minutes.

Mr. Yaw suggested tabling approval of the minutes to revise Ms. Anderson's comments. Mr. Yaw then made a motion to table approval of the August 19 minutes until their next meeting on September 16. Mr. Di Domenico seconded the motion. There was no other public comment and the motion was unanimously approved.

III. Workshop Meeting Summary (September 3, 2019)

Mr. Yaw reported that the Board held an Executive Session before the open workshop to discuss two personnel matters and three legal matters. There was no public workshop session.

There were no comments or questions on the workshop.

IV. Presentation – West Chester Public Library (WCPL) Annual Report

Seamus Lavin from the West Chester Public Library introduced himself and presented the WCPL 2018 Annual Report. He thanked the Board for their previous support of the library and requested the Board's continued support. Mr. Lavin commented that, thanks to this support, the library continues to evolve and provide new resources to the community. Mr. Lavin encouraged Westtown residents to visit and explore the library. He commented that Westtown accounts for approximately 12-13% of the WCPL's patrons.

There were no comments or questions.

V. Departmental Reports

A. Public Works (PW) – Mark Gross

Mr. Gross reported that this summer the township arranged for a significant amount of tree elevation to improve approaching sight distance at RT 926 traffic signals. He reported that there are a number of trees in the park that are earmarked to be removed due to storm damage.

Mr. Gross reported that the Oakbourne Bridge culvert was set to be replaced in late August, but was delayed due to problems with the wet subsoil. The culvert installation is now scheduled for

September 11, and the bridge is still on schedule to reopen in November. The Oakbourne Road force main extension has been paved and will be ready for the bridge opening.

Mr. Gross commented that Tyson Park improvements, including a paved trail and parking area, benches, and additional plantings is underway. The contractor is almost finished installing the trail and will then begin work on the parking lot.

Mr. Gross continued his report with an update on the 2019 Road Program. Inncon has been replacing curbing, inlets and manhole covers throughout the township. Once this is complete, milling and paving will start. Mr. Gross added that the Aqua water main replacement project will begin September 4. During the project, E. Pleasant Grove Road will be closed from 9AM – 3 PM.

The Oakbourne Mansion exterior restoration to replace and paint rotted wood on the Mansion and the Carriage House will begin next week. The project is expected to be completed in early December. Mr. Gross also reported that fall open space mowing will begin next week. Finally, he shared that roofing on two of the Public Works buildings will be replaced this month.

Ms. De Wolf stated that portions of a downed tree on S. New Street are piled along the side of the road, presenting a hazard. She asked that the owners of the property be informed that the tree debris needs to be removed. Mr. Pingar commented that the township will inform the owner of their responsibility to remove the debris. Ms. De Wolf also asked if the problems with the soil at the Oakbourne Bridge will affect the integrity of the culvert. Mr. Gross replied that the issue will be addressed by adding more stone to the base that the box culvert will sit on.

Mr. Yaw inquired how long E. Pleasant Grove Road will be closed. Mr. Gross replied that it will be closed through November. Mr. Pingar commented that this information is on the website and was sent out in a listserv email.

There were no other comments or questions.

B. Historical Commission (HC) – Dan Campbell

Mr. Campbell reported that the HC and the West Chester University (WCU) Archeology students will continue their investigation of the Huey ruins at S. New Street and General Howe Drive this fall. He also reported the HC would like to do more research at the Shiloh AME Cemetery; however, they cannot because it is privately owned and are waiting on next steps to move forward.

Mr. Campbell shared that the updates to The History of Westtown book are completed and will be reviewed by a professional editor before being published online.

The HC has requested permission to place a roadside historical marker for the Oakbourne Mansion and has submitted their suggestions to the Board. Mr. Campbell stated that the HC is currently working on updates to the Historic Resource Listing of all the properties in the township that were built before 1900 for the Board's consideration.

Westtown Day will be on Sunday, September 29 from 11am to 3pm at Oakbourne Park. This year's Historical Preservation plaque will be presented to Mary and Fred Magner at 990 Dunning Drive. Mr. Pingar asked if the Magner's house is the oldest or second oldest house in the township. Mr. Campbell replied that he believes that is true, and that it was built in the 1730s by Thomas Mercer and his wife Hannah Taylor.

There were no other comments or questions.

C. Planning Commission (PC) – Russ Hatton

Mr. Hatton stated that at the last meeting on August 21, the PC voted in favor of the request by the Bournelyf Camp to separate their property from the Church of the Loving Shepherd property. The PC recommended that the Zoning Hearing Board consider that the camp will then become accessible only through easements, and that the camp get a separate address for emergency services. Mr. Di Domenico asked if neighboring residents were notified of the special exception. Mr. Hatton replied that the township will notify residents and post the property for the Zoning Hearing. Ms. De Wolf asked if the PC discussed alternate access, such as through the Moore property, and asked if the camp's non-profit status has been verified. Mr. Hatton said they the PC did not discuss any alternate access. He said the camp is required to provide proof of non-profit status.

This week, the PC will hear from Nancy Harkins again regarding pipeline safety.

There were no additional comments or questions.

D. Manager's Report – Rob Pingar

Mr. Pingar reported that the new sign at Oakbourne Park has been installed. He stated it is still in a testing phase, but the Township will have the ability to control the message board remotely. He stated that the Ducklings Daycare project has started at the intersection of the jug handle and Orvis Way, and the Malvern School site at 202 and E. Pleasant Grove Road has been cleared. The jughandle has been completed and opened, but Orvis Way will not be opened until it is dedicated. Although the road has been constructed, there are a number of administrative items that need to be completed before the township accepts dedication.

There were no comments or questions.

VI. Public Comment (Non Agenda Items)

Mr. Yaw reviewed the procedure for Public Comment, reminding guests to state their name and address, and keep their comments to about three minutes per speaker.

Lauren Hofmann (100 Hidden Pond Way) stated that prior to purchasing her house in May 2014; her realtor assured her that the connector road (Orvis Way) when constructed in the future would not be visible from her lot because it would be completely blocked by a full-vegetated screen. She noted that the design rendering of the project depicted trees all along her property line. She said that this is clearly not how the project has been constructed. She stated that their lawyer has identified over a dozen violations to the site plan for her property (Lot 36) over the years. She stated that the Arborview community is asked for the township's help in convincing the developer to install the screening and protection they are entitled to have. Mrs. Hofmann added that the entire neighborhood would also like to have the emergency access road closed, and have that land dedicated to the Arborview Home Owners Association (HOA). She also stated that the HOA does not want responsibility to maintain the walking trail along Orvis Way.

Mr. Di Domenico stated that the Board has visited the site and is aware of the concerns, and will be discussing the issues presented.

Phil Anderson (101 Hidden Pond Way) asked the Board to explain the administrative items that need to be addressed prior to dedication of Orvis Way. Mr. Pingar stated that the builder has to submit an as-built plan, which has to be reviewed by the township engineer to make sure the project was constructed according to the approved plan. The developer also must submit a legal description of the right-of-way, and a Deed of Dedication. Mr. Pingar added that Orvis Way was constructed by the developer with the help of a \$750,000 grant from PennDOT, so there are requirements of the grant that must be filed with the state. The township has to receive notification from PennDOT that all the requirements of their grant have been met. The Township

Solicitor, Patrick McKenna, added that the developer must also submit a Maintenance Agreement and post an 18-month Maintenance Bond. Mr. Anderson asked for a timeframe on the dedication of the road. Mr. McKenna stated that the dedication of the road will be done at a public meeting. Mr. Anderson asked for confirmation of his email regarding the proper setbacks for the project. Mr. Pingar confirmed receipt. Mr. Anderson asked when he could expect a reply. Mr. Pingar stated that the topic of setbacks was discussed with the HOA several years ago. The township did not agree with the HOA's interpretation of the plan and how the ordinance applied, but Mr. Pingar said he would be glad to sit down with Arborview residents to review the plans.

Mr. McKenna interjected, stating that because Mr. Anderson's email implied litigation, the Board is not going to discuss pending litigation in a public setting. Mr. McKenna stated that he and the Board will be discussing the matter in Executive Session after the meeting.

Mr. Anderson then asked if the Board intends to address any of the safety concerns before Orvis Way is opened. Mr. Pingar stated that the Board is actively evaluating the concerns and what, if anything, can be done to address them.

Ms. De Wolf asked Mr. McKenna if the township can delay opening of the road. Mr. McKenna replied that the township is not obligated to accept dedication of any road.

Mr. Anderson continued with his list of concerns, stating that the 8' walking trail is separated from the road only by the curb, and he also asked if the speed of the road, currently posted at 35mph, has been finalized. Mr. Yaw said it has not. Finally, Mr. Anderson expressed concern over the long-term maintenance of the berm on the R-3 side of Orvis Way.

Candy Anderson (101 Hidden Pond Way) echoed her husband's concerns. She provided photos evidencing their loss of privacy and safety resulting from the project. She asked that the township enforce the ordinance. Ms. De Wolf stated that the Board is aware of the concerns.

Suzanne Wethey (15 Three Wood Drive, Glen Mills, Thornbury Township) stated that her son is a senior at Rustin High School and expressed frustration with an email she received from the school district yesterday that some 2019 home football games have now been moved offsite due to Westtown Township regulations limiting the annual number of night football games. Mr. Yaw stated that in 2011 when the lights were approved for the Rustin stadium, it was the West Chester Area School District, not Westtown Township, who requested 20 night games; four for football games, one for graduation, and the remaining 15 for other sports. The recent ordinance amendment, again requested by WCASD, is for ten additional non-football night games. Mr. Yaw stated that with this amendment, WCASD did not request any night football games beyond the four games that have been permitted since 2011.

William Hofmann (100 Hidden Pond Way) stated that the Westtown Township code requires "that when reviewing a Conditional Use Application, the Board ensure that the use is appropriate and that the value of adjacent property is safeguarded."

John Phillips (102 Hidden Pond Way) stated that he was president of the HOA in 2016 when setback concerns were presented, and asked to be included in any meetings pertaining to the community.

There were no additional public comments or questions.

VII. Old Business

There was none.

VIII. New Business

A. 2020 Minimum Municipal Obligation (MMO) - Westtown Township Pension Plan

State law requires that the Board be informed of the township's minimum financial obligation for the employee pension plan for the coming year. Most, if not all, of this obligation will be provided through state funding. Mr. Di Domenico stated the Board of Supervisors has been notified of Westtown Township's \$56,048 Minimum Municipal Obligation for 2020.

B. Parks & Recreation Commission (PRC) Appointments

Mr. Yaw stated that the Board met with five very qualified candidates for the two PRC vacancies. Mr. Di Domenico made a motion to appoint Jennifer Jacobs and Carrie Pizzillo-Stare to the Parks & Recreation Commission for a term ending December 31, 2023. Ms. De Wolf seconded the motion. There was no comments and the motion was unanimously approved.

C. Winter 2019/20 Group Salt Bid – Contract Award

This is a group bid with West Goshen Township (WGT) and East Goshen Township (EGT). Eastern Salt was the low bidder at \$55/ton, delivered. WGT and EGT have indicated their acceptance of the bid. Mr. Gross stated this is good price - a 5% increase over the 2018/19 price of \$52.40/ton. He added that the state contract was awarded to the same vendor at \$62.01/ton.

Mr. Di Domenico made a motion to award the Winter 2019/2020 Group Salt Bid to Eastern Salt, Inc., in the amount of \$55 per ton. The contract minimum is 2100 tons, for a total contract amount of \$115,500, of which Westtown's contract tonnage is 400 tons (\$22,000). There was no comments and the motion was unanimously approved.

IX. Announcements

Mr. Yaw made the following announcements:

- A. Neighborhood University - Thursdays starting September 12, 2019 at 6:30 pm –** Neighborhood University is a free program offered by the West Chester Area Council of Governments (WCACOG) to educate citizens about local government and increase awareness of available municipal services and resources. Enroll in Neighborhood U at www.nugwc.org. The first meeting will be the WCACOG meeting at West Goshen Township and will include a presentation on Renewable Energy.
- B. Electronic Waste Collection Event – 9 AM to noon, Saturday September 28.** This collection event is open to township residents. Some fees apply for tube TVs, computer monitors, and items with Freon.
- C. Westtown Day – Sunday, September 29 at Oakbourne Park, 11:00 am - 3:00 pm –** Free community day featuring live bands, carnival games, pony rides, petting zoo animals, food trucks, Civil and Revolutionary War re-enactors, pumpkin decorating, local schools, vendors, and more.
- D. Sewage Management Program (SMP) Routine Inspection Reports –** Property owners with on-lot sewage disposal systems that have provided Initial Inspection Reports, have made repairs that required Chester County Health Department permit, and/or received a waiver from the SMP in 2016, are due to complete and submit the Routine Inspection Report to the Township no later than October 31, 2019. Property owners that completed pumping in 2016 are also due to submit their pumping receipts.

Ms. De Wolf added that the Police Commission meeting is tomorrow at 4:00pm at the Westtown East Goshen Police Department. The meeting is open to the public.

X. Public Comment on All Topics

Tom Foster (734 Westbourne Road) asked if the flyer for Westtown Day is on the website. Mr. Pingar stated that it is, with a link to the Westtown Day website (www.westtownday.com). Mr. Foster stated

that it recently came to his attention that three properties eligible for addition to the Agricultural Security District “fell through the cracks” and were not contacted. Mr. Pingar stated that he was apprised of the issue just before this meeting, and will review the material Mr. Foster provided and get back to him. Ms. De Wolf asked if these people were on the list when the ASA was renewed. Mr. Foster said they were definitely on the list. Mr. Di Domenico assured Mr. Foster that he and Mr. Pingar would contact the property owners.

Phil Anderson re-approached the lectern and indicated that he intends to submit a petition to close the emergency access road and continue the berm across that area. Mr. Yaw asked how many homes are in Arborview. Mr. Pingar replied there are 35 houses. Ms. De Wolf asked Mr. Gross about snow plowing. Mr. Gross stated that snow plowing in a cul-de-sac is always a challenge, but said that historically, the cul-de-sac has been wide enough to disperse the snow. Mr. Gross stated that a continuous berm could not be created if the Arborview HOA wants to maintain access to the walking trail from the cul-de-sac.

John Phillips stated he has no idea who owns the property that the walking trail is on. He said the HOA does not want the general public to have access to their neighborhood. Ms. De Wolf stated she would have to review the original approved plan for the development to determine ownership.

Candy Anderson asked who is responsible for maintaining the trail. Mr. Pingar replied that homeowners are responsible for maintaining the sidewalk in front of their home. Ms. Anderson objected, stating that she did not feel she should be responsible for maintaining property she does not own. Ms. De Wolf said maintenance will be discussed prior to taking dedication of Orvis Way and the trail.

Lauren Hofmann stated that her property does not abut the walking trail, and therefore she should have no responsibility for maintenance. She stated that when the developer removed trees between her property and the road, he stated the property was not hers.

Russ Hatton, Planning Commissioner, stated that people don't tend to get involved in developments until they are constructed. He said the connector road and sidewalk have been discussed for years. He encouraged residents to get involved in the planning process at the beginning. He said there are hearings and meetings that residents can attend. It takes time, but people need to get involved on the front end. He said the Planning Commission continues to strive to make residents aware of issues that may affect them, even if they don't take the time to be informed. Ms. DeWolf added that Neighborhood University is a great way for residents to learn more about municipal government.

John Phillips agreed that getting involved is important, but stated that many of the current homeowners did not live there when the original project was approved.

There was no additional public comment.

XI. Payment of Bills

Mr. Di Domenico made a motion to approve the General Fund bills of \$274, 871.19. Ms. De Wolf seconded the motion. There were no questions or comments, and the check register was unanimously approved.

XII. Adjournment

Ms. De Wolf made a motion to adjourn the meeting. Mr. Di Domenico seconded the motion. The motion was unanimously approved and the meeting adjourned at 9:05 PM.

Respectfully submitted,

Robert Pingar
Township Manager

WESTTOWN TOWNSHIP PLANNING COMMISSION MEETING MINUTES

Stokes Assembly Hall
1039 Wilmington Pike, Westtown Township
Wednesday, September 4, 2019 – 7:30PM

Present

Commissioners – all Planning Commission (PC) members were present. Also present was Planning Director, Will Ethridge.

Call to Order and Pledge of Allegiance

Mr. Pomerantz called the meeting to order at 7:30 PM, Elaine Adler led those present in the Pledge of Allegiance.

Adoption of Agenda (EA/RH) 7-0

No changes were made.

Approval of Minutes (EA/RH) 7-0

No changes were made.

Announcements

- Gaudenzia application was approved by the ZHB
- WCASD, Rustin HS application was approved by the ZHB

Public Comment – Non Agenda Items

None

New Business

1. **Educational presentation on the status of the Sunoco Pipeline** – Mr. Pomerantz introduced Nancy Harkins, 1521 Woodland Rd, and Christina Morley, 1530 Allison Dr (East Goshen Twp.), with some opening remarks noting that Christina is also a member of the East Goshen Twp pipeline task force, an advisory board, and suggested that Westtown Twp consider the creation of its own citizen's advisory Pipeline Task Force which would focus heavily on the safety and security of Westtown residents, schools, religious institutions, and businesses.

Concerns raised by the PC included but were not limited to: the development of a pipeline-related emergency response plan, its components, stakeholders' involvement and responsibilities; opportunities for raising public awareness and emergency response training for the public; existence of evacuation plans for private and public schools; creation of a citizen's pipeline task force, public participation and involvement, and government support.

Mrs. Morley informed the PC that the East Goshen Twp Pipeline task force reviewed many existing hazards approach plans and concluded that those would not work for pipeline-related emergencies, because the materials they carry could not be detected due to the lack of smell or sound. She stressed the fact that formulating a credible emergency plan was a virtually impossible task. She recapped the accident that occurred in San Bruno, CA, where a natural gas pipeline carrying methane exploded in a

residential area, causing confusion and misdirection among the residents and 911 responders on what to do and whether or not to evacuate. Despite the challenges of formulating a credible pipeline-related emergency response plan, Mrs. Morley suggested several things that could be accomplished, including: building sidewalks and pathways to provide safe escape routes to evacuate on foot, as well as providing mass CPR and first aid training for residents and volunteers to increase the number of knowledgeable people in case of emergency.

Mrs. Harkins emphasized the importance of townships collaborating on all aspects of this subject across political boundaries, which had been lacking. She provided examples of some cooperation efforts among the Chester County Association of Township Officials (CCATO), but noted that it was not enough and came in late after pipeline was already in operation.

Mr. Pomerantz emphasized the importance of the public having access to the emergency response plan regardless of a type of catastrophic event.

Mr. Rodia questioned a lack of directive from the state or the county regarding the subject and a mandate requiring pipeline companies to have some kind of emergency response and safety plan. Mrs. Harkins explained that pipeline companies' emergency plans focus on protecting their infrastructure and product and not the community. She alleged that they were relying on local governments to develop local specific emergency response plans, even though most did not have the experience or resources, and were not receiving the information they needed to formulate those on their own.

Mrs. Morley was concerned that the public might not understand the nature of the Sunoco pipeline and the extent of its impact in case of an accident. Mrs. Harkins agreed that people were definitely complacent despite the fact there had been fires and serious leaks involving the Mariner I pipeline and one in Edgmont Township, where pipeline companies were monitoring water wells and remediating contamination caused by those leaks.

Mr. Flynn questioned whether Sts. Simon and Jude school had an evacuation plan for its students. Mrs. Harkins was not aware of any such plan. Mrs. Morley noted that she contacted Jim Scanlon, WCASD superintendent, regarding the existing all hazards approach plan, which in her opinion had serious flaws, including procedures for evacuation and a lack of source data. Mr. Flynn agreed that if the township did not have an emergency management plan that addressed evacuations for schools, it was a major flaw.

Mr. Flynn suggested looking into establishing a pipeline task force committee. Mrs. Morley provided some background on the establishment process, ongoing efforts, public support and participation they received so far. She added that it is comprised of six people, township manager and a supervisor serving as a liaison between the BOS and the task force. She suggested creating task force groups in adjacent townships that would work together on the same issues.

Mrs. Harkins noted that the Chester County Commissioners were in the process of forming a Pipeline Safety Advisory Board comprised of five appointed citizens, fire chiefs, police chief, emergency service coordinators and other government representatives.

Mr. Rodia was surprised by a lack of initiative amongst the townships to push at the county or state level whereby funds were appropriated to hire the right people who knew how to implement those strategies and then deliver those to the townships. He also expressed his concern that there were no evacuation plans for the township and the

schools. He raised a question about water well testing within 400 feet and beyond. Mrs. Harkins elaborated that the well testing requirement was within 150 feet of the pipeline, and due to litigation, the requirement was expanded up to 450 feet.

Mr. Flynn suggested that the township should take appropriate steps in notifying everybody within the required well-testing zone to have their water tested and submit the results to the township, similar to the On-Lot Sewage Management Program.

Mrs. Harkins recapped that Sunoco requested a variance for 24/7 operation to pull the pipe in East Goshen, Westtown and Thornbury Townships. Mr. Ethridge noted that Sunoco withdrew their request for a variance for 24/7 operations.

Mr. Embick raised a question about the implementation of a monitoring strategy for municipalities and whether any were put in place. Mrs. Harkins believed there should be a regional solution because it had to do with topography and because political boundaries would not matter in case of a leak.

Mrs. Morley wanted to see the pipeline removed from the right of way and placed in a more appropriate pathway, while Mrs. Harkins wanted to slow down the construction and operation until all safety issues had been addressed.

Old Business

None

Public Comment

None

Reports

Mr. Hatton summarized his observations of the BOS meeting for 09/03/2019.

Adjournment (Unanimous) 7-0

Meeting was adjourned at 9:35 pm.

Next PC Meeting – September 18, 2019, 7:30 pm – Township Building

PC Representative at next Board of Supervisors Meeting: September 16, 2019 – Dick Pomerantz/Kevin Flynn

Respectfully submitted,
William Ethridge, Planning Commission Secretary



Carroll Engineering Corporation

September 6, 2019

Robert Pingar, P.E., Township Manager
Westtown Township
1039 Wilmington Pike
West Chester, PA 19382

Subject: Request for Payment No. 1 – Oakbourne Road Bridge Replacement
Westtown Township, Chester County

Dear Rob:

On September 4, 2019, Carroll Engineering Corporation received Application and Certification for Payment No. 1, dated September 4, 2019, and prepared by Road-Con, Inc., for the subject project.

We have reviewed the application and recommend approval of Application No. 1 in the amount of \$158,798.61 for work performed through August 29, 2019. Three copies of the Application, including bid breakdown of quantities and costs, are attached for your information and records. Certified payroll reports for this period have also been provided and are attached.

Based on the above, please process payment in the amount of **\$158,798.61**. Work completed has been performed in compliance with the Contract Drawings and Specifications.

Should you have any questions or would like to discuss this matter in further detail, please feel free to contact me at 215-343-5700, Extension 317 or jcoyle@carrollengineering.com.

Very truly yours,

CARROLL ENGINEERING CORPORATION

Justin M. Coyle, P.E.
Department Manager

JMC:dp

Attachments

cc: Jessica L. Roberts, Road-Con, Inc. (w/ payment application)

Today's Commitment to Tomorrow's Challenges

Corporate Office:
949 Easton Road
Warrington, PA 18976
215.343.5700

630 Freedom Business Center
Third Floor
King of Prussia, PA 19406
610.489.5100

101 Lindenwood Drive
Suite 225
Malvern, PA 19355
484.875.3075

105 Raider Boulevard
Suite 206
Hillsborough, NJ 08844
908.874.7500

MEMORANDUM

TO: Mr. Robert Pingar, P.E., Township Manager & Director of Engineering

FROM: Kevin Matson, P.E.

DATE: September 9, 2019

SUBJECT: 2019 Westtown Township Road Maintenance Program
Recommendation for Payment Request No.: One (1)

Our office has evaluated the attached August 22nd invoice submitted by Innovative Construction Services, Inc. for the work completed as part of the 2019 Road Maintenance Program in Westtown Township. All work performed has been completed in accordance with the contract requirements, and has been inspected by a representative of our office. The status of the contract is summarized as follows:

Original Contract Sum	\$1,115,153.06
<u>Shiloh Road (Utility Replacement Conflict)- Deduct</u>	<u>\$140,180.00</u>
Revised Contract Sum	\$974,973.06
Total Work Completed and Confirmed in Invoice No. 1	\$116,758.00
<u>Retainage (5%)</u>	<u>-\$5,837.90</u>
Recommendation for Payment	\$110,920.10
Balance to Finish (including retainage)	\$864,052.96

It is our recommendation the amount of **\$110,920.10** be paid to Innovative Construction Services, Inc. as **Payment No. One (1)**.

If you should have any questions or concerns, please feel free to call our office.

Enc.

cc: Westtown Township Board of Supervisors
Mr. Mark Gross, Westtown Township Director of Public Works
Mr. Richard Somers, Innovative Construction Services, Inc.

MEMORANDUM

TO: Mr. Robert Pingar, P.E., Township Manager & Director of Engineering

FROM: Kevin Matson, P.E.

DATE: September 9, 2019

SUBJECT: Tyson Park – Phase 2 Improvements
Recommendation for Payment Request No.: One (1)

Our office has evaluated the attached September 5th invoice submitted by Lechmanik, Inc., for the work completed as part of the Tyson Park – Phase 2 Improvements in Westtown Township. All work performed has been completed in accordance with the contract requirements, and has been inspected by a representative of our office. The status of the contract is summarized as follows:

Original Contract Sum	\$162,108.00
Total Work Completed and Confirmed in Application No. 1	\$49,558.00
Retainage (10%)	-\$4,955.80
Recommendation for Payment	\$44,602.20
Balance to Finish (including retainage)	\$117,505.80

It is our recommendation the amount of **\$44,602.20** be paid to Lechmanik, Inc. as **Payment No. One (1)**.

If you should have any questions or concerns, please feel free to call our office.

Enc.

cc: Westtown Township Board of Supervisors
Mr. Mark Gross, Westtown Township Director of Public Works
Mr. Steven Burger, RLA, LLA, ASLA, Carter van Dyke Associates
Mrs. Patti Lechmanik, Lechmanik, Inc.



Carroll Engineering Corporation

September 10, 2019

Robert R. Pingar, P.E., Manager
Westtown Township
P.O. Box 79
Westtown, PA 19395

Dear Rob:

Subject: Contract 18-S1 Reconstruction of Kirkwood Pump Station

Enclosed please find one (1) copy of the Contractor's "Application for Payment No. 2 - Final" and payment summary for the above subject Contract. As indicated on the enclosed application, Carroll Engineering Corporation is recommending payment in the amount of \$23,689.94. All work was completed in accordance with contract requirements and observed by representatives of this office.

Should you have any questions or require additional information, please feel free to contact this office.

Very truly yours,

CARROLL ENGINEERING CORPORATION

William N. Malin, P.E.

WNM:vs

Enclosure

cc: James Horwath, CEC

Kevin Brophy, General Manager, KBX Golden (w/Enclosure)

Today's Commitment to Tomorrow's Challenges

Corporate Office:
949 Easton Road
Warrington, PA 18976
215.343.5700
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630 Freedom Business Center
Third Floor
King of Prussia, PA 19406
610.489.5100

101 Lindenwood Drive
Suite 225
Malvern, PA 19355
484.875.3075

105 Raider Boulevard
Suite 206
Hillsborough, NJ 08844
908.874.7500

www.carrollengineering.com



Carroll Engineering Corporation

September 12, 2019

Robert R. Pingar, P.E., Manager
Westtown Township
P.O. Box 79
Westtown, PA 19395

Dear Rob:

Subject: Contract 19-S1 Relocation of Existing Force Main and Water Main
Oakbourne Road Bridge Replacement – Application for Payment No. 2 - Final

Enclosed please find one (1) copy of the Contractor's "Application for Payment No. 2 - Final" for the above subject Contract. As indicated on the enclosed application, Carroll Engineering Corporation is recommending the Final payment in the amount of \$66,198.30. All work was completed in accordance with contract requirements and observed by representatives of this office.

Should you have any questions or require additional information, please feel free to contact this office.

Very truly yours,

CARROLL ENGINEERING CORPORATION

William N. Malin, P.E.

WNM:cam

Enclosure

cc: Matt Frody, Doli Construction Corporation (w/Enclosure)
James Horwath, CEC

Today's Commitment to Tomorrow's Challenges

Corporate Office:
949 Easton Road
Warrington, PA 18976
215.343.5700

630 Freedom Business Center
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King of Prussia, PA 19406
610.489.5100

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Hillsborough, NJ 08844
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WESTTOWN TOWNSHIP

NOTICE

NOTICE IS HEREBY GIVEN that the Board of Supervisors of Westtown Township will hold a hearing at a regular meeting to be held on September 16, 2019, commencing at 7:30 p.m., prevailing time, at the Township Building, 1039 Wilmington Pike, West Chester, Pennsylvania, 19382 to consider and enact an ordinance amending the Code of Westtown Township regarding signs, a caption and summary of which follows. These amendments could affect the value of properties in Westtown Township, although the nature and extent of this effect are not known. The complete text of the ordinance can be examined at the offices of the Chester County Law Library, 201 West Market Street, West Chester, Pennsylvania, and the Township Building at the above address during regular business hours. Copies of the complete text may be examined without charge or obtained at a charge not greater than the cost thereof at the Township Building.

AN ORDINANCE AMENDING CHAPTER 170, ZONING, OF THE CODE OF WESTTOWN TOWNSHIP REGARDING SIGNS.

SECTION 1. Amends Chapter 170, Zoning, Article XVIII, Signs, of the code in its entirety, to replace it with new Article XVIII, Signs, which includes the following sections: Applicability; Purpose and Intent; Definitions; Prohibited Signs; Signs Exempt from Permit Requirements; General Regulations; Regulations by Sign Type: Generally; Regulations by Sign Type: Billboards; Regulations by Sign Type: Limited Duration, Temporary and Portable Signs; Signs Located on Lots with an Agricultural Use; Signs Located on Lots with Parks and Open Space; Signs Located on Lots with a Residential Use; Signs Located on Lots with an Institutional Use; Signs Located on Lots with Commercial and Industrial Uses; Removal of Unsafe, Unlawful, or Abandoned Signs; Permits & Applications; Nonconforming Signs; Signs Located on a Lot with Legally Nonconforming Uses; Substitution Clause; and Violations.

SECTION 2. Provides for the severability of unconstitutional or invalid provision of the ordinance.

SECTION 3. Repeals ordinances or parts of ordinances in conflict with any provision of this ordinance.

SECTION 4. Provides that the amendment shall be effective 5 days following adoption, as by law provided.

If you are a person with a disability wishing to attend the aforementioned meeting and require auxiliary aid, service or other accommodation to observe or participate in the proceedings, please contact the Township Manager at 610-692-1930 to discuss how your needs may best be accommodated.

WESTTOWN TOWNSHIP
BOARD OF SUPERVISORS
Scott E. Yaw, Chair

GAWTHROP GREENWOOD, PC
Patrick M. McKenna, Solicitor

ORDINANCE 2019-03

**WESTTOWN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

AN ORDINANCE OF WESTTOWN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA, AMENDING THE CODE OF WESTTOWN TOWNSHIP TO MODIFY CHAPTER 170, ZONING, OF THE CODE OF WESTTOWN TOWNSHIP REGARDING SIGNS.

BE IT ENACTED AND ORDAINED by the Board of Supervisors of Westtown Township, Chester County, Pennsylvania, that certain provisions of Chapter 170, Zoning, of the Code of Westtown Township, as amended, be amended as follows:

SECTION 1. Chapter 170, Zoning, Article XVIII, Signs, of the Code is hereby amended in its entirety to read as follows:

Article XVIII. Signs

§ 170-1800. Applicability

Any sign erected, altered, or maintained after the effective date of this Ordinance shall conform to the following regulations.

§ 170-1801. Purpose and Intent

The purpose of this Part is to develop a comprehensive system of sign regulations to:

- A. Promote the safety of persons and property by providing that signs:
 - 1. Do not create traffic hazards by distracting or confusing motorists, or impairing motorist's ability to see pedestrians, other vehicles, obstacles or to read traffic signs.
 - 2. Do not create a hazard due to collapse, fire, collision, decay or abandonment.
 - 3. Do promote the aesthetic quality, safety, health, and general welfare and the assurance of protection of adequate light and air within the Township by regulation of the posting, displaying, erection, use and maintenance of signs.
- B. Promote the efficient transfer of information through the use of signs and to permit such use, but not necessarily in the most profitable form or format available for such use.
- C. Protect the public welfare and enhance the overall appearance and economic value of the landscape, while preserving the unique natural and historic environment that distinguishes the Township and consistent with Article I, § 27 of the Pennsylvania Constitution.
- D. Set standards and provide uniform controls that permit reasonable use of signs and preserve the character of Westtown Township.
- E. Prohibit the erection of signs in such numbers, sizes, designs, illumination, and locations as

may create a hazard to pedestrians and motorists.

- F. Avoid excessive conflicts from large or multiple signs, so that permitted signs provide information while minimizing clutter, unsightliness, and confusion.
- G. Establish a process for the review and approval of sign permit applications.
- H. Address billboard signs in the C-2 District along Route 202.

§ 170-1802. Definitions

Words and terms used in this ordinance shall have the meanings given in this Article. Unless expressly stated otherwise, any pertinent word or term not part of this listing, but vital to the interpretation of this ordinance, shall be construed to have their legal definition, or in absence of a legal definition, their meaning as commonly accepted by practitioners including civil engineers, surveyors, architects, landscape architects, and planners.

As used in this chapter, "sign" shall mean any permanent or temporary structure or part of a structure, or any device attached, represented, projected or applied by paint or otherwise, or any structure or other surface used to communicate information, a message or advertisement, or to attract the attention of the public to a subject or location. The term "sign" shall include, but not be limited to flat or curved surfaces, all support and/or assembly apparatus, flags, banners, streamers, pennants, insignias and medals with or without words or pictures. Signs on vehicles shall be subject to the provisions of this chapter when the vehicle is owned and located or parked on or in front of a lot under the control of an occupant of the lot.

A. The following shall not be defined as signs under this Chapter:

1. Any surface not exceeding one (1) square foot in area that is required by a federal, state, county or municipal law or regulation, or by the United States Post Office to identify a property by number, post box number or name(s) of occupants of the property.
2. Flags and insignia of any municipal, state or federal government.
3. Legal notices, identification information, or wayfinding information provided by governmental or legislative authorities.
4. Integral, decorative or architectural features of buildings.
5. Actual produce and merchandise displayed for sale that appear in store windows.
6. Grave markers of all types.
7. Memorial markers.

Sign types and definitions:

Abandoned Sign: A sign which has not been used to provide information for a period of at least 180 days.

Animated Sign: A sign that incorporates action, motion, or light or color changes through

electrical or mechanical means.

Awning: A cloth, plastic, or other nonstructural covering that projects from a wall for the purpose of shielding a doorway or window. An awning is either permanently attached to a building or can be raised or retracted to a position against the building when not in use.

Awning Sign: Any sign painted on, or applied to, an awning.

Balloon Sign: A sign painted on or affixed to a lighter-than-air, gas-filled balloon.

Banner: Any cloth, bunting, plastic, paper, or similar non-rigid material attached to any structure, staff, pole, rope, wire, or framing which is anchored on two or more edges or at all four corners. Banners are temporary in nature and do not include flags.

Beacon Lighting: Any source of electric light, whether portable or fixed, the primary purpose of which is to cast a concentrated beam of light generally skyward as a means of attracting attention to its location rather than to illuminate any particular sign, structure, or other object.

Billboard: An outdoor sign with a sign area that is between sixty (60) square feet and three hundred (300) square feet.

Building Frontage: The maximum linear width of a building measured in a single straight line parallel, or essentially parallel, with the abutting public street or parking lot.

Canopy: A structure other than an awning made of fabric, metal, or other material that is supported by columns or posts affixed to the ground and may also be connected to a building.

Canopy Sign: Any sign that is part of, or attached to a canopy.

Changeable Copy Sign: A sign or portion thereof on which the copy or symbols change either automatically through electrical or electronic means, or manually through placement of letters or symbols on a panel mounted in or on a track system. The two types of changeable-copy signs are *manual changeable copy signs and electronic changeable copy signs, which include: message center signs, digital displays, and Tri-Vision Boards.*

Channel Letter Sign: A sign consisting of fabricated or formed three-dimensional letters, individually applied to a wall, which may accommodate a light source.

Clearance: The distance above the walkway, or other surface if specified, to the bottom edge of a sign. This term can also refer to a horizontal distance between two objects.

Digital Display: The portion of a sign face made up of internally illuminated components capable of changing the message periodically. Digital displays may include but are not limited to LCD, LED, or plasma displays.

Festoon Lighting: A type of illumination comprised of either: (a) a group of light bulbs hung or strung overhead or on a building or other structure, or (b) light bulbs not shaded or hooded or otherwise screened to prevent direct rays of light from shining on adjacent properties or rights-of-way.

Flag: Any sign or image printed or painted on cloth, plastic, canvas, or other like material attached to a pole or staff and anchored along only one edge or supported or anchored at only two corners.

Flashing Sign: A sign whose artificial illumination is not kept constant in intensity at all times when in use and which exhibits changes in light, color, direction, or animation. This definition does not include electronic message centers signs or digital displays that meet the requirements set forth herein.

Freestanding Sign: A sign supported by structures or supports that are placed on, or anchored in, the ground; and that is independent and detached from any building or other structure. The following are subtypes of **freestanding signs**:

Ground Sign: A sign permanently affixed to the ground at its base, supported entirely by a base structure, and not mounted on a pole or attached to any part of a building. (Also known as *monument sign*)

Pole Sign: A freestanding sign that is permanently supported in a fixed location by a structure of one or more poles, posts, uprights, or braces from the ground and not supported by a building or a base structure.

Gas Station Canopy: A freestanding, open-air structure constructed for the purpose of shielding service station islands from the elements.

Gas Station Canopy Sign: Any sign that is part of, or attached to, the vertical sides of the gas station canopy roof structure. For the purposes of this ordinance, gas station canopy signs shall be considered wall signs.

Government Sign: Any sign constructed and/or installed by a federal, state, county or municipal government or authorized unit or department thereof.

Illumination: A source of any artificial or reflected light, either directly from a source of light incorporated within, or indirectly from an artificial source.

External Illumination: Artificial light, located away from the sign, which lights the sign, the source of which may or may not be visible to persons viewing the sign from any street, sidewalk, or adjacent property.

Internal Illumination: A light source that is concealed or contained within the sign and becomes visible in darkness through a translucent surface. Message center signs, digital displays, and signs incorporating neon lighting shall not be considered internal illumination for the purposes of this ordinance.

Halo Illumination: A sign using a 3-dimensional message, logo, etc., which is lit in such a way as to produce a halo effect. (Also known as *back-lit illumination*)

Illuminated Sign: A sign with electrical equipment installed for illumination, either internally

illuminated through its sign face by a light source contained inside the sign or externally illuminated by a light source aimed at its surface.

Incidental Window Sign: Signs displayed in the window of a commercial, retail or other business establishment, which is no larger than one (1) square foot individually or three (3) square feet in the aggregate.

Inflatable Sign: A sign that is an air-inflated object, which may be of various shapes, made of flexible fabric, resting on the ground or structure and equipped with a portable blower motor that provides a flow of air into the device.

Interactive Sign: An electronic or animated sign that reacts to the behavior or electronic signals of motor vehicle drivers.

Limited Duration Sign: A non-permanent sign that is displayed on private property for more than 30 days, but not longer than one year.

Manual Changeable Copy Sign: A sign or portion thereof on which the copy or symbols are changed manually through placement or drawing of letters or symbols on a sign face.

Marquee: A permanent structure, other than a roof or canopy, attached to, supported by, and projecting from a building.

Marquee Sign: Any sign attached to a marquee.

Mechanical Movement Sign: A sign having parts that physically move rather than merely appear to move as might be found in a digital display. The physical movement may be activated electronically or by another means, but shall not include wind-activated movement such as used for banners or flags. Mechanical movement signs do not include digital signs that have changeable, programmable displays.

Menu Sign: A permanent sign not greater than thirty-two (32) square feet located at, on or in the window of a restaurant, or other use serving food, or beverages.

Message Center Sign: A type of illuminated, changeable copy sign that consists of electronically changing text located on a lot with a gas station or an athletic field.

Message Sequencing: The spreading of one message across more than one sign structure.

Multi-Tenant Sign: A freestanding sign located on lot on which a shopping center or complex with multiple tenants is located.

Mural (or mural sign): A large picture/image which is painted, constructed, or affixed directly onto a vertical building wall, which may or may not contain text, logos, and/or symbols.

Neon Sign: A sign illuminated by a neon tube, or other visible light-emitting gas tube, that is bent to form letters, symbols, or other graphics.

Nonconforming Sign: A sign that was legally erected and maintained at the effective date of

this Ordinance, or amendment thereto, that does not currently comply with sign regulations of the district in which it is located.

Pennant: A triangular or irregular piece of fabric or other material, commonly attached in strings or strands, or supported on small poles intended to flap in the wind.

Permanent Sign: A sign attached, affixed or painted to a building, window, or structure, or to the ground in a manner that enables the sign to resist environmental loads, such as wind, and that precludes ready removal or movement of the sign and whose intended use appears to be indefinite.

Portable Sign: A sign designed to be transported or moved and not permanently attached to the ground, a building, or other structure.

Sandwich Board Sign: A type of freestanding, portable, temporary sign consisting of two faces connected and hinged at the top. (Also known as *A-frame sign*)

Vehicular Sign: A sign affixed to a vehicle located on the same lot as a business and which sits or is otherwise not incidental to the vehicle's primary purpose.

Private Drive Sign: A sign located at an intersection of a street or drive which is not publicly owned and maintained and used only for access by the occupants of the property and their guests.

Projecting Sign: A building-mounted, double-sided sign with the two faces generally perpendicular to the building wall, not to include signs located on a canopy, awning, or marquee. (Also known as *blade sign*)

Public Right-of-Way: The area between the outer edge of a paved street, road or highway and the closer of an abutting property line or a line parallel to such outer edge to be measured from the centerline of such street, road or highway to the following distance:

1. Sixty (60) feet for Routes 202 and 3.
2. Forty (40) feet for Routes 926 and 352.
3. Thirty (30) feet for collector streets.
4. Twenty-five (25) feet for a minor street.

Public Sign: A sign erected or required by government agencies or utilities.

Reflective Sign: A sign containing any material or device which has the effect of intensifying reflected light.

Revolving Sign: A sign which revolves in a circular motion; rather than remaining stationary on its supporting structure.

Roof Sign: A building-mounted sign erected upon, against, or over the roof of a building.

Scoreboard: A sign contained within an athletic venue.

Security Sign: A sign located on a premises on which no trespassing, hunting, and/or soliciting

are permitted. (Also known as *warning sign*)

Shielded: The description of a luminaire from which no direct glare is visible at normal viewing angles, by virtue of its being properly aimed, oriented, and located and properly fitted with such devices as shields, barn doors, baffles, louvers, skirts, or visors.

Sign Area: The total dimensions of a sign surface used to display information, messages, advertising, logos, or symbols. See § 170-1805.C for standards for measuring sign area.

Sign Face: The part of the sign that is or can be used for the sign area. The sign area could be smaller than the sign face.

Sign Height: The vertical dimension of a sign as measured using the standards in § 170-1805.D.

Sign Supporting Structure: Poles, posts, walls, frames, brackets, or other supports holding a sign in place.

Snipe Sign: A sign tacked, nailed, posted, pasted, glued, or otherwise attached to trees, poles, stakes, fences, benches, streetlights, or other objects, or placed on any public property or in the public right-of-way or on any private property without the permission of the property owner. (Also known as *bandit sign*)

Storefront: The exterior facade of a building housing a commercial use visible from a street, sidewalk, or other pedestrian way accessible to the public and containing the primary entrance to the commercial establishment..

Streamers: A display made of lightweight, flexible materials, consisting of long, narrow, wavy strips hung individually or in a series and typically designed to move in the wind.

Street Frontage: The side or sides of a lot abutting on a public street or right-of-way.

Street Pole Banner: A banner suspended above a public street or right-of-way, sidewalk and/or parking area and attached to a single street pole.

Temporary Sign: A non-permanent, sign that is located on private property that can be displayed for no more than 30 consecutive days at one time.

Urban Experiential Displays (UEDs): An outdoor sign that projects its message in three-dimensional (3-D) space.

Wall Sign: A building-mounted sign which is either attached to, displayed on, or painted on an exterior wall in a manner parallel with the wall surface. A sign installed on a false or mansard roof is also considered a wall sign. (Also known as: *fascia sign*, *parallel wall sign*, or *band sign*)

Window Sign: Any sign that is applied, painted, or affixed to a window, or placed inside a window, within three (3) feet of the glass, facing the outside of the building, and easily seen from the outside.

§ 170-1803. Prohibited Signs

The following signs are unlawful and prohibited:

- A. Abandoned signs.
- B. Snipe signs. Signs shall only be attached to utility poles in conformance with state and utility regulations and the requirements of this Chapter.
- C. Mechanical movement signs, including revolving signs.
- D. Pennant strings and streamers, except when located inside a stadium, arena, or temporary fairground during a special event.
- E. Animated signs, Urban Experiential Displays, flashing signs, or signs that scroll or flash text or graphics.
- F. Inflatable devices or balloon signs, with the exception of balloons used in temporary, situations.
- G. Signs which interfere with, imitate, or resemble any public sign, signal, or device within seventy-five (75) feet of a public right-of-way or within 200 feet of a traffic control device, whichever is greater.
- I. Any signs located within a public right-of-way and/or which obscures or interferes with the line of sight at any street intersection or traffic signal, or at any other point of vehicular access to a street.
- J. Signs which prevent free ingress or egress from any door, window, fire escape, or that prevent free access from one part of a roof to any other part. No sign shall be attached to a standpipe or fire escape that creates confusion or interferes with its use and operation.
- K. Signs which emit smoke, visible vapors, particulate matter, sound, odor or contain open flames.
- L. Reflective signs or signs containing mirrors, excluding those as approved by the Township or PennDOT for traffic use.
- M. Interactive signs.
- N. Signs incorporating beacon or festoon lighting.
- O. Any banner or sign of any type suspended across a public street, without the permission of the owner of the property and road.
- P. Roof signs, or any portion thereof, which extends above the roofline of any building.
- Q. Signs erected without the permission of the property owner, with the exception of those authorized or required by local, state, or federal government.
- R. Any sign having content that is not subject to the protections of the First Amendment to the United States Constitution or Article I, Section 7 of the Pennsylvania Constitution, including, but not limited to the following:
 - 1. Obscenity/pornography.
 - 2. Fighting words.
 - 3. Incitement to imminent lawless action.

§ 170-1804. Signs Exempt from Permit Requirements

The following signs shall be allowed without a sign permit and shall not be included in the

determination of the type, number, or area of permanent signs allowed within a zoning district, provided such signs comply with the regulations in this section, if any. All owners of such signs must still comply with all applicable standards of this chapter, including the responsibility for maintenance of signs in good and safe repair.

- A. Government signs constructed and/or installed by the federal, state, county or municipal government or an agency or department thereof and to include the United States Postal Service.
- B. Signs inside a building, or other enclosed facility, which are not meant to be viewed from the outside, and are located greater than three (3) feet from the window.
- C. Address signs - Up to two (2) signs required by the federal, state, county or municipal government or a department or agency thereof, including, but not limited to, the United States Post Office, located on the following uses and conforming with the dimensions set forth below as well as the specifications for street address number posting set forth in §61-5.
 - 1. *Residential uses.* Signs not to exceed one (1) square foot in area.
 - 2. *Non-residential uses.* Signs not to exceed five (5) square feet in area.
- D. Public signs - Signs erected or required by government agencies or utilities, including those located in the public right of way, at railroad crossings, on buildings that have rest rooms, telephones, or similar public convenience available, but not to exceed two (2) square feet.
- E. Private drive signs - One (1) sign per driveway entrance, not to exceed four (4) square feet in area.
- F. Security and warning signs - These limitations shall not apply to the posting of sign on premises where no trespassing, hunting and/or soliciting is permitted.
 - 1. *Residential uses.* Signs not to exceed four (4) square feet in area.
 - 2. *Non-residential uses.* Maximum of one (1) large sign per property, not to exceed five (5) square feet in area. All other posted security and warning signs may not exceed four (4) square feet in area.
- G. Flags:
 - 1. *Location.* Flags and flagpoles shall not be located within any right-of-way. *Height.* Flagpoles shall have a maximum height of thirty (30) feet in all residential districts.
 - 2. *Number.* No more than two (2) flags per lot in residential districts, no more than three (3) flags per lot in all other districts.
 - 3. *Size.* Maximum flag size is twenty-four (24) square feet in residential districts.
 - 4. Flags may be used as permitted freestanding or projecting signs, and, if so used, the area of the flag shall be included in, and limited by the computation of allowable area for signs on the property.
- H. Legal notices.
- I. Permanent architectural features of a building or structure, such as a cornerstone or carving or embossment on a building, provided that the letters are not made of a reflective material nor contrast in color with the building.
- J. Signs within four (4) feet of a crop growing in a field. Such signs shall not exceed four (4) square feet and shall be removed after the field has been harvested.

- K. Incidental signs, including incidental window signs when the total area of any such sign or all signs together does not exceed two (2) square feet.
- L. Street pole banners, located outside public rights-of-way, interior to a campus, institutional or commercial use, provided they comply with the following:
 - 1. *Area.* A maximum area of 12.5 square feet and a maximum width of three (3) feet. Up to two (2) street pole banners are permitted per street pole.
 - 2. *Height.*
 - a. When the street pole banner's edge is less than eighteen (18) inches from the curb, the lowest edge of the street pole banner shall be at least fourteen (14) feet above the finished grade.
 - b. When the street pole banner's edge is greater than eighteen (18) inches from the curb, the lowest edge of the street pole banner shall be at least eight (8) feet above the finished grade.
 - 4. *Location.*
 - a. No street pole banner shall extend beyond the curb line.
 - b. Street pole banners shall maintain a minimum of three (3) foot vertical clearance below any luminaries located on the pole measured from where the ballasts connect to the poles.
 - c. Street pole banners shall not interfere with the visibility of traffic signals or signs.
 - d. No street pole banner shall be located on a pole that has traffic or pedestrian control signals.
- M. Temporary signs in accordance with §170-1808 Regulations by Sign Type (Limited Duration, Temporary and Portable Signs).
- N. Any canopy or awning, as defined herein, which does not have any lettering, logos or symbols printed, painted or otherwise affixed thereto.

§ 170-1805. General Regulations

- A. Sign location.
 - 1. No sign shall be placed in such a position as to endanger pedestrians, bicyclists, or traffic on a street by obscuring the view or by interfering with government street signs or signals by virtue of position or color.
 - 2. Except for those classified as exempt under §170-1804, no sign may be located within any public right-of-way and/or occupy a clear sight triangle of seventy-five (75) feet (as measured from the center-line intersections of two streets) shall be provided at all intersections. The minimum clear sight triangle shall be increased to 100 feet if either street is a collector street and to 150 feet if either street is an arterial highway.
 - 3. Signs and their supporting structures shall maintain clearance and noninterference with all surface and underground utility and communications lines or equipment.
- B. Sign Materials & Construction: Every sign shall be constructed of durable materials, using non-corrosive fastenings; shall be structurally safe and erected or installed in strict accordance with the Pennsylvania Uniform Construction Code; and shall be maintained in

safe condition and good repair at all times, consistent with this section, so that all sign information is clearly legible.

C. Sign Area.

1. The area of a sign shall mean the area of all lettering, wording, and accompanying designs, logos, and symbols. The area of a sign shall not include any supporting framework, bracing or trim which is incidental to the display, provided that it does not contain any lettering, wording, or symbols.
2. Where the sign consists of individual letters, designs, or symbols attached to a building, awning, wall, or window, the area shall be that of the smallest rectangle which encompasses all of the letters, designs, and symbols.
3. Signs may be double-sided.
 - a. Only one (1) side shall be considered when determining the sign area, provided that the faces are equal in size, the interior angle formed by the faces is less than forty-five (45) degrees, and the two faces are not more than eighteen (18) inches apart.
 - b. Where the faces are not equal in size, but the interior angle formed by the faces is less than forty-five (45) degrees and the two faces are not more than eighteen (18) inches apart, the larger sign face shall be used as the basis for calculating sign area.
 - c. When the interior angle formed by the faces is greater than forty-five (45) degrees, or the faces are greater than eighteen (18) inches apart, all sides of such sign shall be considered in calculating the sign area.
4. Signs that consist of, or have attached to them, one or more three-dimensional or irregularly-shaped objects, shall have a sign area of the sum of two adjacent vertical sign faces of the smallest cube encompassing the sign or object.
5. If elements of a sign are movable or flexible, such as a flag or banner, the measurement is taken when the elements are fully extended and parallel to the plane of view.
6. The permitted maximum area for all signs is determined by the sign type and the use of the property where the sign is located.

D. Sign Height.

1. Sign height shall be measured as the distance from the highest portion of the sign to the mean finished grade of the street closest to the sign. In the case of a sign located greater than 100 feet from a public street, height shall be measured to the mean grade at the base of the sign.
2. Clearance for freestanding and projecting signs shall be measured as the smallest vertical distance between finished grade and the lowest point of the sign, including any framework or other structural elements.
3. The permitted maximum height for all signs is determined by the sign type and type and the use of the property where the sign is located.

- E. Sign Spacing: The spacing between sign structures shall be measured as a straight-line distance between the closest edges of each sign.
- F. Sign Illumination.
1. Signs may be illuminated, unless otherwise specified herein, consistent with the general standards for outdoor lighting as outlined in §170-1514 and those listed below:
 - a. Light sources to illuminate signs shall neither be visible from any street right-of-way, nor cause glare which is hazardous or distracting to pedestrians, vehicle drivers, or adjacent properties.
 - b. *Hours of Operation:*
 - i. Signs on non-residential properties may be illuminated from 6:00 a.m. prevailing time until 11:00 p.m. prevailing time, or ½ hour past the close of business of the facility located on the same lot as the sign, whichever is later.
 - ii. Signs shall provide an automatic timer to comply with the intent of this Section.
 - iii. The above hours of operation standards shall not apply to a use operating twenty-four (24) hours a day.
 - c. *Brightness:* Message center signs and digital displays are subject to the following brightness limits:
 - i. The illumination of the sign shall be set so as not to be more than 0.3 foot candles above ambient lighting conditions, measured using a foot candle meter at seventy-five (75) feet perpendicular to the sign's display
 - ii. Each sign must have a light sensing device that will automatically adjust the brightness of the display as the natural ambient light conditions change to comply with the limits set herein.
 - d. *Message Duration:* The length of time each message may be displayed on a message center sign, digital display, or Tri-Vision Board sign shall be static and nonanimated and shall remain fixed for a minimum of thirty (30) seconds.
 - e. *Message Transition:* The length of time when a message is transitioned on a message center sign, digital display, or Tri-Vision Board sign shall be accomplished in one (1) second or less with all moving parts or illumination changing simultaneously and in unison.
 - f. *Default Design:* Any message center sign, digital display, or Tri-Vision Board shall contain a default design which shall freeze the sign message in one position if a malfunction should occur or, in the alternative, shut down.
 2. Types of Illumination: Where permitted, illumination may be:
 - a. *External:* Externally illuminated signs, where permitted, are subject to the following regulations:
 - i. The source of the light must be concealed by translucent covers.

- ii. External illumination shall be by a steady, stationary light source, shielded and directed solely at the sign. The light source must be static in color.
 - b. *Internal:* Internally illuminated signs, where permitted, are subject to the following regulations:
 - i. Internal illumination, including neon lighting, must be static in intensity and color.
 - ii. Message center signs are permitted in accordance with the regulations contained in §170-1805.F.3.
 - iii. Digital displays are permitted in accordance with the regulations contained in §170-1805.F.4.
- 3. Message center signs are subject to the following regulations, in addition to all other illumination requirements established in this Section.
 - a. *Sign Type:* Message center signs are permitted in the form of freestanding, monument, and wall signs, in accordance with the regulations established in §170-1806 and §170-1807.
 - b. *Height:* A message center sign shall have the same height limits as other permitted signs of the same type and location.
 - c. *Area:*
 - i. When used other than as a billboard, message center signs shall not exceed fifty (50) percent of the sign area for any one sign, and shall not exceed more than thirty (30) percent of the total area for all signs permitted on a property.
 - ii. When used as billboard, message center signs may be used for the full permitted sign area.
 - d. *Maximum Number:* Where permitted, one (1) message center sign is permitted per street frontage, up to a maximum of two (2) message center signs per property.
 - e. *Message Display:*
 - i. No message center sign may contain text which flashes, pulsates, moves, or scrolls.
 - ii. The transition of a message center sign must take place instantly (*e.g.*, no fade-out or fade-in).
 - iii. *Default Design:* The sign shall contain a default design which shall freeze the sign message in one position if a malfunction should occur or, in the alternative, shut down.
 - f. Conversion of a permitted non-message center sign to a message center sign requires the issuance of a permit pursuant to §170-1815.
 - g. The addition of any message center sign to a nonconforming sign is prohibited.
- 4. Digital display signs are subject to the following regulations in addition to all other requirements established in this Section.

- a. *Sign Type*: Digital displays are permitted in the form of freestanding, monument, and wall signs, in accordance with the regulations established in §170-1806 and §170-1807.
- b. *Height*: A digital display shall have the same height limits as for other permitted signs of the same type and location.
- c. *Area*:
 - i. When used other than as a billboard, digital displays shall not exceed more than thirty (30) percent of the total sign area permitted on the site.
 - ii. When used as a billboard, digital displays may be used for the full permitted sign area.
- d. *Maximum Number per Property*: Where permitted, one (1) digital display sign is permitted per property
- e. *Message Display*:
 - i. Any Digital Display containing animation, streaming video, or text or images which flash, pulsate, move, or scroll is prohibited.
 - ii. One message/display may be brighter than another, but each individual message/display must be static in intensity and otherwise compliant with §170-1805.F(1)(c).
 - iii. The content of a digital display must transition by changing instantly, with no transition graphics (*e.g.*, no fade-out or fade-in).
 - iv. *Default Design*: The sign shall contain a default design which shall freeze the sign message in one position if a malfunction should occur or, in the alternative, shut down.
- f. Conversion of a permitted non-digital sign to a digital sign requires the issuance of a permit pursuant to §170-1815.
- g. The addition of any digital display to a nonconforming sign is prohibited.⁵
 - Electrical Standards.
 - a. Permits for illuminated signs will not be issued without an approved electrical permit, if required. Applications for electrical permits shall be filed at the same time as the sign permit application.
 - b. All work shall be completed in full compliance with the Westtown Township Electrical Code as set forth in the Pennsylvania Uniform Construction Code.
 - c. The electrical supply to all exterior signs, whether to the sign itself or to lighting fixtures positioned to illuminate the sign, shall be provided by means of concealed electrical cables. Electrical supply to freestanding signs shall be provided by means of underground cables.
 - d. The owner of any illuminated sign shall arrange for a certification showing compliance with the brightness standards set forth herein by an independent contractor and provide the certification documentation to the Westtown Township as a condition precedent to the issuance of a sign permit.

6. Glare Control: Glare control shall be achieved primarily through the use of such means as cutoff fixtures, shields, and baffles, and appropriate application of fixture mounting height, wattage, aiming angle, and fixture placement. Vegetation screens shall not be employed to serve as the primary means for controlling glare.

§ 170-1806. Regulations by Sign Type: Generally

A. Wall Signs.

1. No portion of a wall sign shall be mounted less than ten (10) feet above the finished grade or extend out more than eight (8) inches from the building wall on which it is affixed. If the wall sign projects less than three (3) inches from the building wall on which it is affixed, the ten-foot height requirement need not be met.
2. More than one sign shall be permitted per wall, except that the total area of all signs on one wall shall not exceed ten percent of the façade.
3. No wall sign shall extend above the top of the wall upon which it is mounted or beyond the edges of same.

B. Canopy or Awning Signs.

1. Canopy or awning signs must be centered within or over architectural elements such as windows or doors.
3. No awning or canopy sign shall be wider than the building wall or tenant space it identifies.
4. Sign Placement.
 - a. Letters or numerals shall be located only on the front and side vertical faces of the awning or canopy.
 - b. Logos or emblems are permitted on the top or angled portion of the awning or canopy up to a maximum of three square feet. No more than one emblem or logo is permitted on any one awning or canopy.
5. Sign Height.
 - a. The lowest edge of the canopy or awning sign shall be at least eight (8) feet above the finished grade.
6. Awnings above the ground floor may be fixed, provided they do not project more than four (4) feet from the face of the building.
7. Multi-tenant Buildings. If the awning or canopy sign is mounted on a multi-tenant building, all awning or canopy signs shall be similar in terms of height, projection, and style across all tenants in the building.

C. Projecting Signs.

1. No portion of a projecting signs shall project more than four (4) feet from the face of the building.
2. The outermost portion of a projecting sign shall not project into any public right-of-way.
3. Sign Height. The lowest edge of a projecting sign shall be at least ten (10) feet above the finished grade and shall not extend above the top of the wall upon which it is

mounted.

D. Window Signs

1. Incidental window signs, shall be excluded from area calculations for window signs.
2. Multiple window signs shall be permitted per building, provided that all window signs at any one time do not exceed twenty-five (25) percent of the total glass area on the side of the building where they are placed. For grocery stores, food markets, and pharmacies, the total glass area covered by window signs shall not exceed thirty-five (35) percent.
3. Window signs may be internally lit when located on a lot within a commercial, multi-use or planned office campus zoning district.

E. Marquee Signs.

1. Such signs shall be located only above the principal public entrance of a building facing a public street or parking lot.
2. No marquee shall be wider than the entrance it serves, plus two (2) feet on each side thereof.
3. Sign Height
 - a. No portion of a marquee sign shall extend vertically above the eave line.
 - b. The lowest edge of the marquee sign shall be at least ten (10) feet above the finished grade.

F. Freestanding Signs

1. On any tract, the total number of freestanding signs shall not exceed one per street frontage, regardless of location.
2. Freestanding ground signs shall be supported and permanently placed by embedding, anchoring, or connecting the sign in such a manner as to incorporate it into the landscape or architectural design scheme.
3. Sign Height: Unless otherwise specifically allowed, height standards for freestanding signs are as follows:
 - a. Ground signs shall have a maximum height of 3.5 feet, except for those located along Route 202 or Route 3, which shall have a maximum height of 4.5 feet.
 - b. Pole signs shall have a maximum height of fifteen (15) feet. The minimum distance between the ground surface and the bottom of the sign face shall be four (4) feet.
4. Sign Placement.
 - a. All freestanding signs shall be set back five (5) feet from the right-of-way, except for government signs. Where compliance with this standard would nonetheless create an obstruction of view, further setback may be required.
 - b. No freestanding sign may occupy an area designated for parking, loading, walkways, driveways, fire lane, easement, cartway of the right-of-way or other areas required to remain unobstructed.

- c. All freestanding signs shall be located no closer to any adjacent residential lot line, public park, church, school, or public playground than the minimum setback or separation distance required for any other adjacent structure or building, as regulated by this chapter.

G. Manual Changeable Copy Signs: Manual changeable copy signs are permitted only when integrated into a freestanding, marquee, wall, or portable sign.

§ 170-1807. Regulations by Sign Type: Billboards.

A. Locations Permitted.

1. Billboard signs are permitted in the following location as a conditional use:

- a. C-2, Highway Commercial District

B. Sign Size: A billboard sign is subject to the following size restrictions according to the posted speed limit of the road which the billboard sign faces.

	Posted Speed Limit (MPH)				
	≤35	36 -45	46-55	56-65	Limited Access
Maximum Sign Area (square feet)	60	100	150	300	300

C. Height and Location of Sign.

- 1. The height of a billboard sign shall be measured from the average grade based on the area found within a fifty-foot radius of the outer limit of the sign structure.
- 2. The lowest edge of a billboard sign shall be at least seven (7) feet above the finished grade.
- 3. Billboard signs shall have a maximum height of twenty-four (24) feet.

D. Spacing: Billboard signs shall be:

- 1. Set back a minimum of five (5) feet from the ultimate street right-of-way.
- 2. Set back a minimum of forty (40) feet from any abutting lot.
- 3. Located no closer than fifty (50) feet from any building, structure, or non-billboard sign located on the same property.
- 4. Located no closer than five hundred (500) feet from any other billboard sign on either side of the road measured linearly. Such separation distance shall be increased, where as needed, to ensure that no more than one billboard sign shall be visible to a driver at any one time.
- 5. Not attached to the external wall or otherwise affixed to any part of any building and shall not extend over any public property or right-of-way.
- 6. Not located on sewer rights-of-way, or water, electric, or petroleum pipelines and set back a minimum of twenty-four (24) feet from any easement.
- 7. Not located on a bridge.

- E. Number of Signs per Lot: There shall be no more than one billboard sign per lot. Vertically or horizontally stacked signs shall not be permitted.
- F. Double-Sided Billboard Signs: Signs may be double-faced, provided that the two faces are the same size and are positioned as mirror images that are parallel and not offset from each other in any direction.
- G. Message Sequencing: Message sequencing across more than one sign is prohibited.
- H. Construction and Maintenance.
 - 1. All plans for billboard signs shall be certified by a licensed engineer registered in Pennsylvania.
 - 2. All billboard signs shall be constructed in accordance with industry-wide standards established by the Outdoor Advertising Association of America and the Institute of Outdoor Advertising, or their successor organizations. All billboard signs shall be structurally sound and maintained in good condition and in compliance with the Pennsylvania Uniform Construction Code.
 - 3. The rear face of a single-face, billboard sign shall be painted and maintained with a single neutral color as approved by Westtown Township.
 - 4. Every three years, the owner of the billboard shall have a structural inspection made of the billboard by a licensed engineer registered in Pennsylvania and shall provide to Westtown Township a certificate certifying that the billboard is structurally sound.
 - 5. All maintenance, cleaning and repair, including repair of torn or worn advertising copy and removal of graffiti shall be performed promptly. In the event the Township notifies the owner or lessee of any damage, vandalism, or graffiti on the billboard sign, the owner or lessee shall repair or correct the problem within forty-eight (48) hours of such notification. If repairs and corrections are not timely, the Township shall have the right, but not the obligation, to make repairs or corrections and be reimbursed the cost thereof by the owner or lessee.
 - 6. A billboard sign shall be properly and adequately secured to prevent unauthorized access.
 - 7. A bond or other security acceptable to the Township, in the form and amount satisfactory to the Township, shall be posted with the Township to ensure that the billboard sign will be properly removed after the termination of use for a period of one (1) year.
- I. Identification of Sign Owner: All billboard signs shall be identified on the structure with the name, address, and phone number of the owner of such sign.
- J. Landscaping and Screening Requirements.
 - 1. Landscaping shall be provided at the base of all billboard signs. Trees and shrubbery, including evergreen and flowering trees, of sufficient size and quantity shall be used to achieve the purpose of this Section.
 - 2. Trees having a breast height diameter (“BHD”) greater than four (4) inches, which are removed for construction of the sign shall be replaced on-site at a ratio of one (1) replacement tree for each removed tree using native species with a BHD of no less than three (3) inches.

3. Billboard signs shall be screened from any abutting property used or zoned for residential use. Such screening shall consist of evergreen trees of at least fifteen (15) feet in height at the time of planting that form a continuous visual buffer along or near the property line abutting the residential use or lot.
 4. If at the time of planting the evergreens do not provide for adequate screening, a temporary, non-vegetative screen may be required at the discretion and approval of the Township. This screening shall not exceed the height of the existing sign and shall be removed at the expense of the sign owner or lessee owner at such time the evergreens provide for adequate screening as determined by the Township.
- K. Additional Regulations. All billboard signs shall comply with any and all applicable state and/or federal regulations. In the event any other applicable regulation is in conflict with the provisions of this Section, the more stringent regulation shall apply.
- L. Application/Plan Requirements. Plans submitted for billboard signs shall show the following:
1. The location of the proposed sign on the lot with the required sign setbacks from the property line and ultimate right-of-way.
 2. The location and species of existing trees.
 3. The distance to the nearest existing billboard sign.
 4. The distance to the nearest right-of-way, property line, building, structure, non-billboard sign, billboard sign, intersection, interchange, safety rest area, bridge, residential district, or institutional use, sewer rights-of-way, and water, electric or petroleum pipelines.
 5. Site plan containing all of the applicable requirements set forth in the Westtown Township zoning code, as amended.
 6. Certification under the seal by a licensed engineer that the billboard sign, as proposed, is designed in accordance with all federal, state, and local laws, codes, and professional standards.
- M. Illumination and Changeable Copy of Billboard Signs. Lighting shall comply with the Illuminating Engineering Society of North America's (IESNA) recommended practices and criteria in the IESNA Lighting Handbook, including but not limited to criteria for full-cutoff fixtures.
1. Billboard signs may incorporate manual changeable copy signs.
 2. Billboard signs may be illuminated, provided that:
 - a. All light sources are designed, shielded, arranged, and installed to confine or direct all illumination to the surface of the billboard sign and away from adjoining properties.
 - b. Light sources are not visible from any street or adjoining properties.
 3. The following illumination types shall be permitted subject to the regulations in §170-1805.F, Sign Illumination.
 - a. Message center sign
 - b. Digital display
 - c. External illumination

d. Internal illumination

4. Billboard signs may incorporate Tri-Vision Boards.

- a. The length of time each message of the Tri-Vision Board may be displayed before changing is based upon the visibility and posted speed limit unique to individual signs and adjacent road conditions. The message duration for Tri-Vision Boards shall be calculated using the method described in §170-1805.F.1.f. Message Duration.

N. Safety. In applying for conditional use, the applicant bears the burden of proof to establish that the proposed billboard sign will not create a public health or safety hazard in the manner and location that it is proposed and in the manner by which it is to be operated.

§ 170-1808. Regulations by Sign Type: Limited Duration, Temporary and Portable Signs

A. Limited duration, temporary and portable signs, as defined in this Section, located on private property are subject to the regulations set forth below. Limited duration, temporary and portable signs that comply with the requirements in this sub-section shall not be included in the determination of the type, number, or area of signs allowed on a property. Unless otherwise stated below, the requirements listed below shall apply to signs in both commercial and non-commercial zoning districts.

B. Size and Number.

1. Non-Residential Zones:

- a. Large limited duration and temporary signs: One (1) large sign is permitted per property in all non-residential zones. If a property is greater than five (5) acres in size and has at least 400 feet of street frontage or has more than 10,000 square feet of floor area, one (1) additional large limited duration sign may be permitted so long as there is minimum spacing of 200 feet between the two (2) large limited duration signs.

i. Type:

- a. Freestanding sign
b. Window sign
c. Wall sign
d. Banner sign

ii. Area:

- a. Each large sign shall have a maximum area of twenty-four (24) square feet.
b. Each large banner shall have a maximum area of thirty-two (32) square feet.

iii. Height:

- a. Signs that are freestanding shall have a maximum height of eight (8) feet.
b. Banners shall hang at a height no greater than twenty-four (24) feet when attached to an existing structure.

- b. Small limited duration and temporary signs: In addition to the large sign(s)

outlined above, one (1) small sign is permitted per property in all non-residential zones. If a property is greater than five (5) acres in size and has at least 400 feet of street frontage or has more than 10,000 square feet of floor area, one (1) additional small sign may be permitted so long as there is a minimum spacing of 200 feet between both sets of small temporary signs.

i. Type:

- a. Freestanding sign
- b. Window sign
- c. Wall sign

ii. Area: Each small sign shall have a maximum area of six (6) square feet

iii. Height: Small signs that are freestanding shall have a maximum height of six (6) feet.

c. Portable signs.

i. Hours of display.

- a. Signs shall not be displayed on any premises before 6:00 a.m. prevailing time and shall be removed each day at or before 10:00 p.m. prevailing time. However, all portable signs must be taken in during hours of non-operation of the business located on the property.
- b. All portable signs must be taken in during inclement weather.

ii. Sandwich Board or A-frame Signs. Sandwich board signs that comply with the requirements in this sub-section shall not be included in the determination of the type, number, or area of signs allowed on a property.

- a. Number: One (1) sandwich board sign is permitted per establishment. For the purposes of this subsection, a parking garage or parking lot shall be considered an establishment.
- b. Area: Each sign shall have a maximum area of seven (7) square feet per sign face.
- c. Height: Signs shall have a maximum height of three and one-half (3.5) feet.

iii. Sign placement.

- a. If a sign is located on a public or private sidewalk, a minimum of thirty-six (36) inches of unobstructed sidewalk clearance must be maintained between the sign and any building or other obstruction.
- b. The sign must be located on the premises, and within twelve (12) feet of the primary public entrance, of the establishment placing the sign. For the purposes of this subsection, a public entrance includes a vehicular entrance into a parking garage or parking lot.

- c. Portable signs shall be weighted, temporarily secured, or strategically placed so as to avoid being carried away by high winds.

iv. Manual Changeable Copy Signs.

- a. Manual changeable copy signs are permitted when integrated into a sandwich board sign.

v. Vehicular Signs: Vehicular signs are subject to the regulations found in Chapter 162 of the Westtown Township Code for Vehicles and Traffic.

2. Residential Zones:

- a. Large limited duration and temporary signs: One (1) large sign is permitted per property so long as the property is greater than five (5) acres in size and has at least 400 feet of street frontage or has more than 10,000 square feet of floor area.

i. Type:

- a. Freestanding sign
- b. Window sign
- c. Wall sign
- d. Banner sign

ii. Area:

- a. Each large sign shall have a maximum area of sixteen (16) square feet.
- b. Each large banner shall have a maximum area of thirty-two (32) square feet.

iii. Height:

- a. Large limited duration signs that are freestanding shall have a maximum height of eight (8) feet.
- b. Banners shall hang at a height no greater than twenty-four (24) feet when attached to an existing structure.

- b. Small limited duration and temporary signs: One (1) small sign is permitted per property.

i. Type:

- a. Freestanding sign
- b. Window sign
- c. Wall sign

ii. Area: Each small sign shall have a maximum area of six (6) square feet

iii. Height: Small signs that are freestanding shall have a maximum height of six (6) feet.

C. Permit Requirements.

1. Limited duration signs

- a. A permit for a limited duration sign is issued for one (1) calendar year effective January 1st and may be renewed annually.
- b. An applicant may request up to two (2) permits per address, but is subject to the size and number requirements set forth in this section.
- c. An application for a limited duration sign permit must include:
 - i. A description of the sign indicating the number, size, shape, and dimensions of the sign, and the expected length of time the sign will be displayed;
 - ii. A schematic drawing of the site showing the proposed location of the sign in relation to nearby building and streets;
 - iii. The number of signs on the site.

2. Temporary signs

- a. Temporary signs are exempt from the standard permit requirements, but the date of erection of a temporary sign must be written in indelible ink on the support for the sign. Signs without a date of erection or legible date of erection placed on the sign support shall be removed by the Township or the owner of the sign.
- b. Temporary signs may be displayed up to a maximum of ninety (90) consecutive days, two (2) times per year.
- c. Westtown Township or the property owner where the sign is placed may confiscate signs installed in violation of this chapter. Neither Westtown Township nor the property owner is responsible for notifying sign owners of confiscation of an illegal sign. The party posting the temporary sign is solely responsible for obtaining the permission of the property owner before posting their temporary sign.

D. Installation and Maintenance.

- 1. All signs must be installed such that in the opinion of the Westtown Township zoning officer, they do not create a safety hazard.
- 2. All signs must be made of durable materials and shall be well-maintained.
- 3. Signs that are frayed, torn, broken, or are otherwise in a failing physical condition will be deemed unmaintained and required to be removed.

E. Illumination: Illumination of any limited duration, temporary or portable sign is prohibited.

§ 170-1809. Signs Located on Lots with an Agricultural Use

In addition to the exempt signs described in §170-1804, Signs Exempt from Permit Requirements, the following numbers and types of signs may be erected on properties with active agricultural uses, subject to the conditions specified here.

- A. Any limited duration and temporary signs as defined and regulated in §170-1808, Regulations by Sign Type (Limited Duration, Temporary and Portable signs).
- B. Freestanding signs shall be permitted subject to the following regulations:
 - 1. Number: One (1) sign at each street access, up to a maximum of two (2) signs per lot.

2. Area: Each sign shall have a maximum area of fifteen (15) square feet per sign face.
3. Height: Signs shall have a maximum height of six (6) feet unless located along Route 926 or Route 352 where the height can be increased to eight (8) feet.
4. Illumination: These signs shall be non-illuminated.

C. Window signs for uses customarily associated with agricultural uses shall be permitted subject to the following regulations.

1. Area: A maximum of fifteen (15) percent of the total window area of any single building frontage may be used for signs.
2. Illumination: Illumination of these signs is prohibited.

§ 170-1810. Signs Located on Lots with Parks and Open Space

In addition to the exempt signs described in §170-1804, Signs Exempt from Permit Requirements, the following numbers and types of signs may be erected on properties serving as parks and open space, subject to the conditions specified here.

A. Any limited duration and temporary signs as defined and regulated in §170-1808, Regulations by Sign Type (Limited Duration, Temporary and Portable signs).

B. Freestanding signs shall be permitted subject to the following regulations:

1. Number: One (1) sign per street access to a park or open space facility.
2. Area: Each sign shall have a maximum area of twenty-four (24) square feet per sign face.
3. Height: Signs shall have a maximum height of ten (10) feet.
4. Illumination: The following illumination types shall be permitted subject to the regulations in §170-1805.F. Sign Illumination.

C. Signs located on the interior of the site, the sign face of which is not larger than one and one half (1.5) square feet are exempt from permit requirements.

D. Signs for recreation and sporting facilities shall be allowed provided that the following criteria is met:

1. A maximum of twenty (20) signs on the interior walls or fence of an open stadium or field shall be permitted and no sign shall be greater than twenty-four (24) square feet in size and shall be non-illuminated and not visible from any public rights-of-way.
2. One (1) freestanding scoreboard, not to exceed 200 square feet in area and twenty (20) feet in height, is permitted per playing field.
 - a. The face of all scoreboards, including any attached signs and panels, shall be permanently oriented toward the recreation and spectator area.
 - c. Illumination: The following illumination types shall be permitted subject to the regulations in §170-1805.F, Sign Illumination.

§ 170-1811. Signs Located on Lots with a Residential Use

In addition to the exempt signs described in §170-1804, Signs Exempt from Permit Requirements, the following numbers and types of signs may be erected on properties utilized for residential purposes, subject to the conditions specified here.

A. Any limited duration sign as defined and regulated in §170-1808, Regulations by Sign Type

(Limited Duration, Temporary and Portable Signs).

- B. Signs on a lot on which a major home occupation is located shall comply with §170-1605.G(2)(m).
- D. Freestanding signs on a lot on which residential developments or apartment buildings containing more than ten units are located shall be permitted subject to the following regulations:
 - 1. Number: A maximum of two (2) signs are permitted at primary entrance(s) utilized to access the development.
 - 2. Area: Freestanding sign, fifteen (15) square feet; projecting or wall sign, ten (10) square feet.
 - 3. Height: Freestanding sign, three and one-half (3.5) feet; projecting or wall sign, twelve (12) feet.
 - 4. Illumination: The following illumination types shall be permitted subject to the regulations in §170-1805.F. Sign Illumination.
 - 5. For signs proposed for a location under the ownership of a private land owner, a deed of easement or an affidavit from the property owner where the sign is proposed shall be required as part of any sign permit application.
 - 6. A maintenance agreement shall be submitted as part of the sign permit application that states the responsible party(s) for the on-going maintenance of the sign.

§ 170-1812. Signs Located on Lots with an Institutional Use

In addition to the exempt signs described in §170-1804 Exempt Signs, the following numbers and types of signs may be erected for Institutional uses, including schools, religious institutions, municipal buildings, hospitals, clubs, or permitted uses of a similar nature subject to the conditions specified here.

- A. Any limited duration, temporary or portable sign as defined and regulated in §170-1808, Regulations by Sign Type (Limited Duration, Temporary and Portable signs), subject to the following regulations:
 - 1. One (1) large sign with a maximum area of twenty-four (24) square feet shall be permitted on a lot with a principal educational or school use at any time.
 - 2. No more than four (4) small signs with a maximum area of six (6) square feet shall be permitted on a lot with a principal educational or school use at any time.
 - 3. Small signs on a lot with a principal educational or school use shall be no closer than fifty (50) feet to another small sign measured as a straight-line distance between the closest edges of each sign.
- B. The total area of all wall, awning/canopy, freestanding, and projecting signs shall not exceed an area equal to two (2) square feet for every one (1) linear foot of building wall parallel to, and facing, any particular street. The sign area for each street frontage shall be computed separately, and any allowable sign area not used on one frontage may not be used on another street frontage.
- C. Signs on a lot with a park or open space use in an institutional district shall comply with §170-1810.

- D. Freestanding signs on a lot with an institutional use, other than parks and open space, shall be permitted subject to the following regulations:
1. Number: One (1) ground sign is permitted per street upon which the property has direct frontage.
 2. Area: Ground sign, twenty-four (24) square feet except on lots with a principal educational or school use,
which shall have a maximum area of fifty (50) square feet.
 3. Height: Ground sign, six (6) feet except for lots with a principal educational or school use, which shall
have a maximum height of fifteen (15) feet.
 4. Illumination: The following illumination types shall be permitted subject to the regulations in §170-1805.F. Sign Illumination.
 - a. Internal illumination
 - b. External Illumination
 - c. Message center sign
 - d. Digital display on lots with a principal educational or school use
- E. Freestanding signs located on the interior of the site at least twenty-five (25) feet from the nearest property boundary line are exempt from permit requirements, subject to the following:
1. Area: Each sign shall have a maximum area of ten (10) square feet
 2. Height: Each sign shall have a maximum height of six (6) feet
 3. Illumination: Illumination of these signs shall be prohibited.
- F. Wall signs shall be permitted subject to the following regulations.
1. Number: One (1) sign per street frontage, up to a maximum of two (2) signs. Where an educational use has entrances facing both a street and a parking lot, a second sign is permitted to face the parking lot.
 2. Area: The total area for all wall signs are subject to the regulations in §170-1806.A.2.
 3. Height: Signs shall have a maximum height equal to the eave line of the structure where it is placed.
 4. Illumination: The following illumination types shall be permitted subject to the regulations in §170-1805.F. Sign Illumination.
 - a. Internal illumination
 - b. External illumination, lit from above
 - c. Halo illumination or back-lit letters
- G. Awning or canopy signs shall be permitted subject to the following regulations.
1. Height: Signs shall have a maximum height equal to the eave line.
 2. Illumination: The following illumination types shall be permitted subject to the regulations in §170-1805.F. Sign Illumination.

a. External illumination, lit from above

H. Projecting signs on lots with an educational use shall be permitted subject to the following regulations.

1. Number: One (1) sign per building entrance.
2. Area: Each sign shall have a maximum area of twenty (20) square feet per sign face.
3. Height: Signs shall have a maximum height equal to the eave line.
4. Illumination: The following illumination types shall be permitted subject to the regulations in §170-1805.F. Sign Illumination.

a. External illumination, lit from above

§ 170-1813. Signs Located on Lots with Commercial and Industrial Uses

Except as noted below, the following numbers and types of signs may be erected on any lot with a principal commercial or industrial use subject to the conditions specified here:

- A. Any limited duration, temporary or portable sign as defined and regulated in §170-1808, Regulations by Sign Type (Limited Duration, Temporary and Portable signs).
- B. The total area of all wall, awning/canopy, freestanding, and projecting signs on lots with non-residential uses shall not exceed an area equal to two (2) square feet for every one (1) linear foot of building wall parallel to, and facing, any particular street. The sign area for each street frontage shall be computed separately, and any allowable sign area not used on one frontage may not be used on another street frontage.
- C. Wall signs on lots with commercial and industrial uses shall be permitted subject to the following regulations.
 1. Number: One (1) sign per tenant per street frontage, up to a maximum of two (2) signs per tenant. Where a store has entrances facing both a street and a parking lot, a second sign is permitted to face the parking lot.
 2. Area: The total area for all wall signs are subject to the regulations in §170-1806.A.2.
 3. Height: Signs shall have a maximum height equal to the eave line of the structure where it is placed.
 4. Illumination: The following illumination types shall be permitted subject to the regulations in §170-1805.F. Sign Illumination.
 - a. Internal illumination
 - b. External illumination, lit from above
 - c. Halo illumination or back-lit letters
 - d. Neon lighting
- D. Awning or canopy signs on lots with commercial and industrial uses shall be permitted subject to the following regulations.
 1. Height: Signs shall have a maximum height equal to the eave line.
 2. Illumination: The following illumination types shall be permitted subject to the regulations in §170-1805.F. Sign Illumination.
 - a. External illumination, lit from above

E. Projecting signs on lots with commercial and industrial uses shall be permitted subject to the following regulations.

1. Number: One (1) sign per ground floor establishment, plus one (1) sign per building entrance serving one or more commercial tenants without a ground floor entrance.
2. Area: Each sign shall have a maximum area of twenty (20) square feet per sign face.
3. Height: Signs shall have a maximum height equal to the eave line.
4. Illumination: The following illumination types shall be permitted subject to the regulations in §170-1805.F. Sign Illumination.
 - a. External illumination, lit from above
 - b. Neon lighting

F. Window signs on lots with commercial and industrial uses shall be permitted subject to the following regulations.

1. Area: A maximum of twenty-five (25) percent of the total window area of any single storefront may be used for permanent signs that are etched, painted, or permanently affixed to the window. A maximum of thirty-five (35) percent of the total window area of any single storefront may be covered by a combination of permanent and temporary window signs.

G. Marquee signs on lots with commercial and industrial uses shall be permitted subject to the following regulations.

1. Number: One (1) marquee sign per building.
2. Area: The total area of signs on a single marquee structure shall not exceed 200 square feet in area.
3. Height: Signs shall have a maximum height equal to the eave line.
4. Illumination: The following illumination types shall be permitted subject to the regulations in §170-1805.F, Sign Illumination.
 - a. Internal illumination
 - b. Message center sign
 - c. Digital display

H. In addition to building signs, freestanding signs on lots with commercial and industrial uses shall be permitted subject to the following regulations.

1. Number: One (1) sign per street frontage, up to two (2) signs per property held in single and separate ownership.
 - a. For permitted gas stations, one (1) additional freestanding sign per street frontage shall be permitted, up to two (2) additional signs per property.
 - b. For permitted drive-through establishments, one (1) additional freestanding sign shall be permitted next to the drive-through lane only.
2. Area: Each sign shall have a maximum area of fifty (50) square feet plus an additional ten (10) square feet per tenant up to a maximum of 100 square feet
3. Height: Signs shall have a maximum height of fifteen (15) feet.

4. Illumination: The following illumination types shall be permitted subject to the regulations in §170-1805.F. Sign Illumination.

a. Internal illumination

b. Message center sign

c. Digital display

I. The following additional requirements shall apply to signs located in the Planned Office Campus (POC) District.

1. Area: Ground sign, twenty-four (24) square feet; wall sign, forty (40) square feet.

2. Height: Ground sign, three and one-half (3.5) feet.

§ 170-1814. Removal of Unsafe, Unlawful, or Abandoned Signs

A. Unsafe or Unlawful Signs.

1. Whenever a sign becomes structurally unsafe and/or poses a potential threat to the safety of a building or premises or endangers the public safety, and such condition becomes known to the Zoning Officer, he/she shall give written notice to the owner of the premises on which the sign is located that such sign must be made safe within five (5) days, unless the Zoning Officer shall deem appropriate a more extended period for compliance.

2. Where in the opinion of the Zoning Officer upon careful inspection by he/she and the Township building official, any sign as described above constitutes an imminent hazard to public safety necessitating immediate action, he/she shall be empowered to take those measures he/she deems appropriate to secure, stabilize, or remove such sign without the written notice to the owner of the premises otherwise required by that section. Any expense directly incurred to secure, stabilize, or remove such sign shall be charged to the owner of the property. Where the owner fails to pay, Westtown Township may file a lien upon the property on which such sign was situated in the amount of the costs incurred by the Township to secure, stabilize, or remove the sign.

3. Failure of the Zoning Officer to remove, or require the removal of, any unsafe sign as described in this section shall create no liability upon, nor any cause of action against, the Zoning Officer or any other Township official or employee for damage or injury that may occur as a result of such sign.

B. Abandoned Signs.

1. It shall be the responsibility of the owner of any property upon which an abandoned sign is located to remove such sign within 180 days of the sign becoming abandoned as defined in this section. Removal of an abandoned sign shall include the removal of the entire sign including the sign face, supporting structure, structural trim, and all associated electrical components when applicable.

2. Where the owner of the property on which an abandoned sign is located fails to remove such sign in a 180 days Westtown Township may remove such sign after the Zoning Officer gives written notice to the sign owner. Any expense directly incurred in the removal of such sign shall be charged to the owner of the property. Where the owner fails to pay, Westtown Township may file a lien upon the property for the purpose of recovering all reasonable costs, including reasonable attorney fees

incurred by the Township, associated with the removal of the sign.

§ 170-1815. Permits & Applications

- A. It shall be unlawful for any person, firm, or corporation to erect, alter, repair, or relocate any sign within Westtown Township without first obtaining a sign permit, unless the sign is specifically exempt from the permit requirements as outlined in §170-1804. Exempt Signs.
- B. In order to apply for a sign permit, the applicant must provide the following information, in writing, to Westtown Township:
 - 1. Name of organization and location.
 - 2. Name, address, and telephone number of the property owner, and the signature of the property owner or duly authorized agent for the owner.
 - 3. Contact person and contact information.
 - 4. Description of the activities occurring on the site where the sign will be installed.
 - 5. Description of any existing signage that will remain on the site.
 - 6. Identification of the type of sign(s) to be erected by the applicant.
 - 7. Site plan depicting the locations of proposed signage and existing remaining signage.
 - 8. Two copies of a plan drawn to scale depicting:
 - a. Lot dimensions, building frontage, and existing cartways, rights-of-way and driveways.
 - b. The design of each sign face and sign structure, including dimensions, total area, sign height, depth, color scheme, structural details, materials, lighting scheme and proposed location.
 - c. Building elevations, existing and proposed facades, parapet walls, eave line and the location and size of all proposed and existing permanent signage.
 - d. Current photographs showing existing signs on the premises and certifying the date on which photographs were taken.
 - 9. A permit fee, to be established from time to time by Resolution of Westtown Township, shall be paid.
- C. Westtown Township shall have fifteen (15) business days from the receipt of a complete application to review the application.
- D. A permit shall be issued on or before the end of the fifteen (15) business day review period if the application for a new sign or renewal complies with the regulations contained herein.
- E. If Westtown Township does not issue a determination within the fifteen (15) business day period, the sign permit is deemed approved.
- F. An application for a sign permit may be denied by Westtown Township within the fifteen (15) business day review period if the application fails to comply with the standards contained herein. Westtown Township shall inform the applicant of the reasons for denying the application for sign permit by certified mail.
- G. Upon denial of an application for a sign permit, the applicant has thirty (30) business days to revise and resubmit the application for review by Westtown Township. In the alternative, the applicant may also appeal the decision of Westtown Township to the Zoning Hearing Board

within the thirty (30) business day time period.

- H. With the exception of lighting permits for digital signs, these permits shall not expire provided that such signs are not abandoned or destroyed. In the instance that substantial repair or replacement becomes necessary (*i.e.*, repairs that costs more than fifty (50) percent of the replacement cost of the damaged sign); the organization must apply for a new sign permit, and pay an additional fee, if required.

§ 170-1816. Nonconforming Signs

- A. Signs legally in existence at the time of the adoption of this Ordinance, which do not conform to the requirements of this Ordinance, shall be considered nonconforming signs.
- B. All permanent signs and sign structures shall be brought into conformance with the sign regulations when and if the following occurs:
1. The sign is removed, relocated, or significantly altered. Significant alterations include changes in the size or dimension of the sign. Changes to the sign copy or the replacement of a sign face on a nonconforming sign shall not be considered a significant alteration.
 2. If more than fifty (50) percent of the sign area is damaged, it shall be repaired to conform to this Ordinance.
 4. The property on which the nonconforming sign is located submits a subdivision or land development application requiring municipal review and approval.
 5. The property on which the nonconforming sign is located undergoes a change of land use requiring the issuance of either a use and occupancy permit or a change of use and occupancy permit by Westtown Township.
- C. To determine the legal status of existing signs in each of the cases listed in §170-1816.B., the applicant shall submit the following information to the Westtown Township Zoning Officer:
1. Type(s) of existing sign(s) located on the property.
 2. The area and height of all signs.
 3. For freestanding signs, the distance between the curb line or shoulder and the nearest portion of the sign.
 4. Type of sign illumination.
 5. The material of which the sign is constructed.
 6. The building frontage.
 7. If a Billboard sign, the applicant shall also submit the plan requirements listed in §170-1807.M.
- D. Prior to the events listed in §170-1816.B., nonconforming signs may be repainted or repaired up to fifty (50) percent of the replacement cost of the sign, the sign copy may be changed, and sign faces may be replaced provided that these actions do not increase the dimensions of the existing sign, and do not in any way increase the extent of the sign's non-conformity.
- E. Nonconforming signs shall be exempt from the provisions of §170-1816.B, under the following conditions:
1. The nonconforming sign possesses documented historic value.

2. The nonconforming sign is of a unique nature or type by virtue of its architectural value or design, as determined by the National Park Service, Pennsylvania Historical and Museum Commission, or local historical commission.
 3. When a nonconforming sign is required to be moved because of public right of way improvements.
- F. All nonconforming temporary signs, portable signs, and banners must be permanently removed within ninety (90) days of the effective date of this Article, unless specific approval is granted as provided for herein.

§ 170-1817. Signs Located on a Lot with Legally Nonconforming Uses.

- A. Signs on the premises of legally nonconforming uses (such as an office in a residential area) may remain until the existing use of the premises is discontinued.
- B. If a sign wears out or is damaged (including rust, faded colors, discoloration, holes, or missing parts or informational items), or is changed for any other reason, the number, size, and area of all signs relating to the premises shall not be increased beyond the characteristics of the sign or signs that existed on that property at the time this Article was adopted.

§ 170-1818. Substitution Clause

Notwithstanding any provision of this chapter to the contrary, to the extent that this Chapter allows a sign containing commercial copy, it shall allow a non-commercial sign to the same extent. The non-commercial message may occupy the entire sign area or any portion thereof, and may substitute for or be combined with the commercial message. The sign message may be changed from commercial to non-commercial, or from one noncommercial message to another, as frequently as desired by the sign's owner, provided that the sign is not prohibited and the sign continues to comply with all requirements of this Chapter.

§ 170-1819. Violations

The placement of a sign that requires a sign permit without a sign permit shall be unlawful. Violations of this Ordinance shall be treated as prescribed within Article XXIII of the Zoning Ordinance for Violation Remedies; Fees; Liability.

SECTION 2. If any sentence, clause or section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or validity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance. It is hereby declared as the intent of the Board of Supervisors that this Ordinance would have been adopted had such unconstitutional, illegal, invalid sentence, clause, section or part thereof not been included herein.

SECTION 3. All ordinances or parts of ordinances conflicting or inconsistent herewith are hereby repealed.

SECTION 4. This Ordinance will be effective five (5) days after enactment.

ENACTED AND ORDAINED this _____ day of _____, 2019.

ATTEST:

WESTTOWN TOWNSHIP

Secretary

Scott E. Yaw, Chair

Mike T. Di Domenico, Vice Chair

Carol R. De Wolf, Police Commissioner

WESTTOWN TOWNSHIP

NOTICE

NOTICE IS HEREBY GIVEN that the Board of Supervisors of Westtown Township will hold a hearing at a regular meeting to be held on September 16, 2019, commencing at 7:30 p.m., prevailing time, at the Township Building, 1039 Wilmington Pike, West Chester, Pennsylvania, 19382 to consider and enact an ordinance amending the Code of Westtown Township regarding the number of events for which outdoor lighting may be used per calendar year, a caption and summary of which follows. This amendment could affect the value of properties in Westtown Township, although the nature and extent of this effect are not known. The complete text of the ordinance can be examined at the offices of the Chester County Law Library, 201 West Market Street, West Chester, Pennsylvania, and the Township Building at the above address during regular business hours. Copies of the complete text may be examined without charge or obtained at a charge not greater than the cost thereof at the Township Building.

AN ORDINANCE OF WESTTOWN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA, AMENDING THE CODE OF WESTTOWN TOWNSHIP REGARDING THE NUMBER OF EVENTS FOR WHICH OUTDOOR LIGHTING MAY BE USED PER CALENDAR YEAR.

SECTION 1. Amends §170-1514.D(5)(e)[6][a] of the Township Code to read as follows:

[a] A maximum of 30 lighted events per calendar year will be permitted on any one campus where permanent lighting is provided. Up to three additional lighted events shall be permitted each year for playoffs or championship games not part of the regular schedule of events.

SECTION 2. Provides for the severability of unconstitutional or invalid provision of the ordinance.

SECTION 3. Repeals ordinances or parts of ordinances in conflict with any provision of this ordinance.

SECTION 4. Provides that the amendment shall be effective 5 days following adoption, as by law provided.

If you are a person with a disability wishing to attend the aforementioned meeting and require auxiliary aid, service or other accommodation to observe or participate in the proceedings, please contact the Township Manager at 610-692-1930 to discuss how your needs may best be accommodated.

WESTTOWN TOWNSHIP
BOARD OF SUPERVISORS
Scott E. Yaw, Chair

GAWTHROP GREENWOOD, PC
Patrick M. McKenna, Solicitor

ORDINANCE NO. 2019-06

**WESTTOWN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

AN ORDINANCE OF WESTTOWN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA, AMENDING THE CODE OF WESTTOWN TOWNSHIP REGARDING THE NUMBER OF EVENTS FOR WHICH OUTDOOR LIGHTING MAY BE USED PER CALENDAR YEAR.

BE IT ENACTED AND ORDAINED by the Board of Supervisors of Westtown Township, Chester County, Pennsylvania, that certain provisions of Chapter 170, Zoning, of the Code of Westtown Township, as amended, be amended as follows:

SECTION 1. Section 170-1514.D(5)(e)[6][a] of the Zoning Chapter of the Westtown Township Code (“Code”) shall be amended to read as follows:

- [a] A maximum of 30 lighted events per calendar year will be permitted on any one campus where permanent lighting is provided. Up to three additional lighted events shall be permitted each year for playoffs or championship games not part of the regular schedule of events.

SECTION 2. If any sentence, clause or section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or validity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance. It is hereby declared as the intent of the Board of Supervisor that this Ordinance would have been adopted had such unconstitutional, illegal, invalid sentence, clause, section or part thereof not been included herein.

SECTION 3. All ordinances or parts of ordinances conflicting or inconsistent herewith are hereby repealed.

SECTION 4. This Ordinance will be effective five (5) days after enactment.

ENACTED AND ORDAINED this _____ day of _____, 2019.

ATTEST:

WESTTOWN TOWNSHIP

Secretary

Scott E. Yaw, Chair

Mike T. Di Domenico, Vice Chair

Carol R. De Wolf, Police Commissioner

Recycling Day

Anything with a Plug™



September 28, 2019
Westtown Township
1039 Wilmington Pike
9:00 a.m. - 12:00 p.m.

WESTTOWN TOWNSHIP

is proud to offer township residents the opportunity to responsibly recycle obsolete electronics on Saturday, September 28, 2019.

This service is available to all residents and small businesses with fewer than 50 employees.

Electronics will be recycled by eForce Compliance, Philadelphia's first Certified Responsible Recycler.

We will accept all electronic devices with a plug, NO SMOKE DETECTORS, LARGE APPLIANCES or PROJECTION TVs will be accepted.

Coupon of equal or greater value provided for all TVs or monitors charged.

All Data Media Will Be Destroyed or Wiped!

ACCEPTED ITEMS INCLUDE:

Laptops	Computers
Peripherals	Mice
Typewriters	Small Appliances
Telephones	Fax Machines
Cameras	Keyboards
Cell Phones	Printers
Calculators	

**\$30 fee per TV
or computer monitor
\$100 per wooden console TV
\$10 per microwave,
dehumidifier, air conditioner**



WESTTOWN DAY

Sunday, September 29



OAKBOURNE MANSION

11 AM - 3 PM

1014 S. CONCORD ROAD

WEST CHESTER, PA

WWW.WESTTOWNDAY.COM

LIVE MUSIC

CARNIVAL GAMES & FOOD TRUCKS

PETTING ZOO & PONY RIDES

CIVIL AND REVOLUTIONARY WAR REENACTORS

KIDS ARCHAEOLOGICAL DIG

PUMPKIN DECORATING

LOCAL BUSINESSES, SCHOOLS & ORGANIZATIONS



Hosted by the Westtown Township Historical and
Parks & Recreation Commissions. No Pets Please.

Check Register**Westtown Township**

13-Sep-19

From: 04-Sep-19 To: 16-Sep-19

Check No	Check Date	VendorNo	Vendor	Check Amount	Status
Bank Account: 1 GENERAL FUND					
15138	9/4/2019	1201	Charles A. Higgins & Sons, Inc	\$5,773.20	O
15139	9/4/2019	960	CONTRACTORS CHOICE	\$66.00	O
15140	9/4/2019	7196	GreatAmerica Financial Svcs	\$46.00	O
15141	9/4/2019	48	H. A. Weigand Inc	\$865.73	O
15142	9/4/2019	405997	Hoffmans Exterminating Co., I	\$1,170.00	O
15143	9/4/2019	127	In-Fleet Truck Service	\$631.51	O
15144	9/4/2019	173	KNOX EQUIPMENT RENTAL	\$484.33	O
15145	9/4/2019	5762	Metropolitan Communications	\$680.00	O
15146	9/4/2019	6451	Yale Electric Supply CO	\$1,601.33	O
15147	9/5/2019	405814	All Event Party Rental	\$426.10	O
15148	9/5/2019	1009	Ann Marie Cassidy	\$680.00	O
15149	9/5/2019	7145	Bettes Bounce	\$495.00	O
15150	9/5/2019	405542	Birl Girl Designs	\$350.00	O
15151	9/5/2019	7258	Blue Dog Printing & Design	\$200.00	O
15152	9/5/2019	406000	Bubbletopia, LLC	\$250.00	O
15153	9/5/2019	1201	Charles A. Higgins & Sons, Inc	\$209.50	O
15154	9/5/2019	31	Gawthrop Greenwood, Attorn	\$9,503.95	O
15155	9/5/2019	878	Intercon Truck Equipment	\$25.89	O
15156	9/5/2019	405813	James Burkardt	\$225.00	O
15157	9/5/2019	405884	JHL Landscaping	\$159.00	O
15158	9/5/2019	7215	Looney Balloons	\$1,850.00	O
15159	9/5/2019	406001	Mehran Asadi	\$337.88	O
15160	9/5/2019	7240	Pamela Boulos	\$339.01	O
15161	9/5/2019	5562	Robert E. Little, Inc.	\$40.09	O
15162	9/5/2019	7172	William Hornung	\$400.00	O
15163	9/5/2019	405813	James Burkardt	\$225.00	V
15164	9/11/2019	405540	Albert Federico Consulting, LL	\$1,187.50	O
15165	9/11/2019	6171	C.V.D.A	\$796.11	O
15166	9/11/2019	6171	C.V.D.A	\$726.00	O
15167	9/11/2019	6038	Cedarville Engineering Group	\$26,368.25	O
15168	9/11/2019	989	Ecolab	\$205.00	O
15169	9/11/2019	6222	Gail Guterl	\$30.00	O
15170	9/11/2019	31	Gawthrop Greenwood, Attorn	\$14,575.60	O
15171	9/11/2019	751	General Code	\$2,225.00	O
15172	9/11/2019	7196	GreatAmerica Financial Svcs	\$171.00	O

Check Register**Westtown Township**

13-Sep-19

From: 04-Sep-19 To: 16-Sep-19

Check No	Check Date	VendorNo	Vendor	Check Amount	Status
15173	9/11/2019	127	In-Fleet Truck Service	\$477.68	O
15174	9/11/2019	405820	John D. Snook	\$1,207.50	O
15175	9/11/2019	810	Mark S Gross	\$107.30	O
15176	9/11/2019	1061	McCormick Taylor	\$5,566.24	O
			Bank Total:	\$80,677.70	
Bank Account: 8 WASTEWATER FUND					
3376	9/4/2019	1038	Dept Environmental Protection	\$60.00	O
3377	9/4/2019	1038	Dept Environmental Protection	\$60.00	O
3378	9/4/2019	405998	EJ USA, Inc.	\$8,666.73	O
3379	9/4/2019	39	Grainger	\$336.01	O
3380	9/4/2019	1196	McGovern, Inc.	\$1,651.20	O
3381	9/10/2019	5666	M&B Environmental, Inc.	\$2,906.23	O
3382	9/10/2019	7205	Timothy F. Sullivan	\$400.00	O
3383	9/10/2019	967	USABlueBook	\$262.99	O
3384	9/10/2019	357	W. G. Malden	\$1,436.90	O
			Bank Total:	\$15,780.06	
			Total Of Checks:	\$96,457.76	
