

AGENDA
MONTGOMERY TOWNSHIP
BOARD OF SUPERVISORS
DECEMBER 13, 2021
7:00 P.M.

www.montgomerytwp.org

Tanya C. Bamford
Candyce Fluehr Chimera
Annette M. Long
Matthew W. Quigg
Beth A. Staab

Carolyn McCreary
Township Manager

1. Call Meeting to Order
2. Pledge of Allegiance
3. Announcements
4. Public Comment
5. Announcement of Executive Session
6. Consent Agenda:

Consider Approval of Minutes of November 22, 2021 Meeting and Payment of the Bills

7. Presentation: Recognition of Master Bong Pil Yang
8. Introductions: Ready For 100 Committee Members

Public Hearing:

9. Conditional Use: Higher Rock – Proposed Residential Subdivision

Planning and Zoning:

10. Adoption of Ordinance #21-325 - Landscape Amendment
11. Application for 2021 Tree City USA Recertification and Growth Award
12. Montgomeryville Realty Association, LLC (740 Bethlehem Pike) – Escrow Release No. 1
13. PEMV Partners, LP, 1274 Welsh Road – Escrow Release No. 6

Administration and Finance:

14. Affirm Criteria for Qualified Active Member Status and Authorize Resolution 2021-39, Setting the Volunteer Firefighter Stipend for 2022
15. Adoption of 2022 Budget
16. Establish Real Estate Tax Millage for 2022
17. Approval of Montgomery Township Municipal Sewer Authority (MTMSA) 2022 Budget
18. Approval of MTMSA 2021 Tapping Fee Agreements
19. Approval of Disposal of Non-Permanent Township Records
20. Approval of ExactHire Applicant Tracking and Employee Onboarding Software

Public Safety:

21. Authorize Advertisement of Ordinance Amendment: Appointment and Duties of Fire Chief

Other Business:

22. Department Reports

23. Committee Liaison Reports

24. Adjournment

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # **3**

SUBJECT:	Announcements
MEETING DATE:	December 13, 2021
BOARD LIAISON:	
INITIATED BY:	Tanya C. Bamford, Chair

Our annual Toys for Tots Drive is underway! Thank you to everyone who has contributed. Toys are being collected now through this Wednesday, **December 15th**.

Chair Bamford would like to acknowledge Supervisor Quigg for his service on the Board of Supervisors over the last four years.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY
Item # 4.

SUBJECT: Public Comment
MEETING DATE: December 13, 2021
BOARD LIAISON:
INITIATED BY:

BACKGROUND:

Persons wishing to make public comment during this meeting on any items not listed on the agenda may do so at this time.

Please come forward to the microphone and state your name and address for the record.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY
Item # 5.

SUBJECT: Announcement of Executive Session
MEETING DATE: December 13, 2021
BOARD LIAISON:
INITIATED BY: Sean P. Kilkenny, Esq., Township Solicitor

BACKGROUND:

The Board of Supervisors met in Executive Session at 6:15 PM to discuss personnel matters.

The topics discussed are legitimate subjects of an Executive Session pursuant to the Commonwealth of Pennsylvania's Sunshine Law.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 6

SUBJECT: Consent Agenda:
Approval of Minutes of November 22, 2021 Meeting and Payment of Bills
MEETING DATE: December 13, 2021
BOARD LIAISON:
INITIATED BY:

BACKGROUND:

MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED for the following:

- Minutes of the November 22, 2021 Board meeting;
- Payment of Bills for December 13, 2021

**MINUTES OF MEETING
MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
NOVEMBER 22, 2021**

1. Call to Order: The November 22, 2021 public meeting of the Montgomery Township Board of Supervisors was held at the Montgomery Township Municipal Building, 1001 Stump Road, Montgomeryville, PA. Chair Tanya C. Bamford called the meeting to order at 7:00 p.m.

IN ATTENDANCE:

Chair Tanya C. Bamford
Vice Chair Matthew W. Quigg
Supervisor Candyce Fluehr Chimera
Supervisor Annette M. Long
Supervisor Beth A. Staab
Township Manager, Carolyn McCreary
Township Solicitor, Rebecca Geiser, Esq.

ALSO IN ATTENDANCE:

Police Chief, J. Scott Bendig
Director of Fire Services, William Wiegman
Director of Finance, Brian Shapiro
Director of Admin. & Human Resources, Ann Shade
Director of Planning & Zoning, Bruce Shoupe
Director of Rec. & Community Ctr., Floyd Shaffer
Director of Information Technology, Rich Grier
Public Information Coordinator, Derek Muller
Information Tech, Favian Ruiz
Recording Secretary, Deborah A. Rivas

2. & 3. Pledge of Allegiance and Announcements: Following the Pledge of Allegiance, the following announcements were made by Ms. Bamford:

- Our annual Toys for Tots drive is underway! With ongoing supply concerns, we are asking residents to consider purchasing new toys now and dropping them off in the lobby of the Township building and/or community center. Toys are being collected now through December 15th.
- Chief Bendig announced that on November 13th and 14th Montgomery Township hosted the 2021 United States Police Canine Association Region 6 "Police Dog 1" Field Trials. The certification was for the canines and handlers to display their ability to proficiently work as a team and receive an independent evaluation and certification from the organization. Chief Bendig stated that all four Township teams passed their certifications and Officer Schreiber and Canine Cooper, who were present at the meeting, were awarded 2nd place overall for the event.

4. Public Comment – There was no public comment from the audience.

5. Consent Agenda:

MOTION: Upon motion by Ms. Bamford, seconded by Mr. Quigg and unanimously carried, the minutes of the November 8, 2021 meeting and the Bills List dated November 22, 2021 were approved as presented.

6. Presentations – American Red Cross: Jennifer Graham, Executive Director of the Del Val Chapter of the American Red Cross and Rosanne Marks, Account Manager, Biomedical Services thanked the Township for hosting many blood drives over the years and specifically, during 2020. Ms. Graham and Ms. Marks described the Battle of the Badges as a friendly competition that was held in August which helped to create interest in donations. The drive had 69 donations which saved over 207 patients. The Police and Fire Departments had representatives and giveaways to provide to donors at the Battle of the Badges. A bragging rights plaque was presented to the Fire Services Department as the winner of the most votes by donors and accepted by Mr. Wiegman.

Planning and Zoning:

7. Public Hearing - Westrum Luxor Lifestyle Apartments Conditional Use Hearing: Ms. Bamford opened the hearing which had been continued from October 25, 2021 at 7:16pm. Notes of testimony were taken by Court Stenographer Tim Kurek. Attorney Carrie Nase represented the applicant, Westrum Development. The applicant is proposing the development of a vacant 10 +/- acre parcel of land behind the Rodeway Inn on Bethlehem Pike for approximately 220+ Lifestyle Apartments. Attorney Mark Sesso of Hamburg, Rubin, Mullin, Maxwell and Lupin, requested party status during the hearing. Mr. Sesso stated that he represents the adjoining landowner, 425 Stump Road Associates, LLC. Party status was accepted by Ms. Bamford. Witnesses who testified for Westrum Development were Anthony Caponigro, P.E. of Kimley-Horn and Associates, Matt Shinton, P.E. of Kimley-Horn and Associates, and John Westrum, Chairman and CEO of Westrum Development. Residents who made public comment included Mike Woznyj of 400 Pimlico Way, Kristen Voltz of 169 Jonathan Drive and Joanne Cunningham of 117 Narcissus Place. Resident's concerns included the size of the development, buffering, traffic issues, specifically turning left onto Stump Road, traffic counts, delivery vehicles being included in the anticipated traffic counts, and pedestrian crossing on Bethlehem Pike. At the conclusion of testimony, questions and public comment, the hearing closed at 8:33 p.m.

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab and unanimously carried, the Board approved the conditional use permitted for lifestyle apartments in the HLI-Industrial zoning district, with the following conditions: 1) abide by the conditions required by the Fire Department; 2) address the stacking concerns and/or escrow account considered for future traffic impact; and 3) continue to work with the Township staff and comply with conditions as approved.

8. Shake Shack Land Development Plan – At the request of the applicant, this agenda item has been tabled and will be discussed at a future Board meeting

9. PEMV Partners, LP, 1224 Welsh Road Construction Escrow Release:

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Chimera and unanimously carried, the Board authorized a construction escrow release in the amount of \$111,337.69 as recommended by the Township Engineer.

10. Board Positions for Zoning Hearing Board Applications: Mr. Shoupe presented two applications to be considered by the Zoning Hearing Board at their December meeting. The first application is for 104 Carnaby Circle for the installation of a standby generator. The second application is for 739 Bethlehem Pike for a proposed car wash which requires a variance to allow a less than 25-foot wide landscaped area along the side yards of the property and a variance to allow for no loading space as a proposed car wash does not need a loading space for the operation of its business. The Board declined to intervene on the applications.

Public Safety:

11. Fulfillment of One Mind Campaign Pledge: Ms. McCreary announced that the police department has completed an initiative that they undertook earlier this year to improve their response to those suffering from mental health issues in our community. The pledge is part of an initiative called the One Mind Campaign started by the International Association of Chiefs of Police (IACP). In completing the One Mind Pledge, the police department has established a sustainable partnership with a local mental health organization, developed and implemented a model policy to address officers' interactions with those affected by mental illness, and ensured that all of the officers received mental health awareness training, with over 40 percent of the department completing the more intensive Crisis Intervention Specialist training. With the completion of this pledge, the department becomes only the fourth (and the largest) agency in the Commonwealth to complete this initiative, and the first in Montgomery County.

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Long and unanimously carried, the Board congratulated the officers of the Montgomery Township Police Department for their successful completion of the One Mind Campaign and commended Chief Scott Bendig for his commitment to this mental health initiative and for constantly striving to position this Police Department to continue to be at the forefront in law enforcement.

Recreation:

12. 2022 Winter Recreation Programs and Fees: Angelina Capozzi, Community and Recreation Center Program Supervisor, presented the roster of Winter 2022 Recreation/Fitness Programs and the recommended fee schedules for the various activities.

MOTION: Upon motion by Ms. Chimera, seconded by Ms. Long and unanimously carried, the Board approved the 2022 Winter Recreation Program and Fee Schedule as submitted.

Administration & Finance:

13. End of Maintenance Period – Cutler Landscaping Projects: Ms. McCreary reported that in late October, Gilmore & Associates staff inspected the landscaping at the Cutler residential

developments, identifying any trees that needed to be replaced before the end of the maintenance period. Some additional trees were replaced to address homeowners' concerns.

MOTION: Upon motion by Ms. Chimera, seconded by Ms. Bamford and unanimously carried, the Board approved the close out of the maintenance period for the landscape restoration project for Montgomery Pointe, Montgomery Preserve, and Montgomery Walk per the recommendation of Gilmore & Associates, the Township's landscape architect, in their letter dated November 10, 2021.

14. Approve the Northern Montgomery County Recycling Commission Compost Agreement Renewal: Ms. McCreary reported that the Township is one of eleven (11) municipalities who are members of the Northern Montgomery County Recycling Commission. The Commission was established for the purpose of implementing the Municipal Waste Planning, Recycling and Waste Reduction Act of 1988. The current compost agreement will expire on 12/31/21 and the Commission's Solicitor has negotiated a new agreement on behalf of the member municipalities. The agreement is for a three-year term with one automatic three-year renewal.

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab and unanimously carried, the Board approved the Northern Montgomery County Recycling Commission compost agreement with Barnside Farms Compost Facility and authorized the Chairperson to execute it on behalf of the Township.

Other Business:

15. Department Reports: There were no questions for the Department heads regarding their reports for the month of October.

Each Department has been asked to be featured each month and provide an update at the meeting. The Fire Services Department was selected for this meeting. Mr. Wiegman reported that the three new full-time firefighters have completed their probationary period. The Fire Department has changed their probationary period to mimic the field training program utilized by the Police Department. The department created a new member training and orientation program for both career staff and volunteer staff. The fire truck selection committee will be traveling to Nebraska to do a final inspection on the new tower truck which is expected to arrive to the station, fully equipped with decals, etc., by the end of December or beginning of January. Staff is currently working with a fire department in Tennessee for the potential sale of Ladder 18. The FDMT Relief Association recently purchased new nozzles for the whole department which will help standardize the equipment. October was fire prevention month and the whole department participated in various activities throughout the month.

19. Committee Liaison Reports: Ms. Staab reported that the Shade Tree Commission hosted a forestry workshop for the region a few weeks ago. Ms. Chimera reported on the Business Development Partnership meeting where Lt. Bill Peoples and Community Policing Officer Rob Johnson spoke to the members about the license plate readers and how they are helping the

community. Ms. Bamford reported that the Community and Recreation Center Advisory Committee discussed the possible renaming of one of the baseball fields in honor of former Park and Recreation Board member and sports coach Mike Okino. The Sewer Authority reported on the bio bot study and that the numbers indicate that COVID numbers in the Township are stable, but still present.

15. Adjournment: Upon motion by Ms. Bamford and seconded by Ms. Staab, the meeting was adjourned at 9:11 p.m.

Respectfully submitted,

Deborah A. Rivas, Recording Secretary

12/10/2021 09:38 AM
 User: msanders
 DB: Montgomery Twp

CHECK REGISTER FOR MONTGOMERY TOWNSHIP
 CHECK DATE FROM 11/23/2021 - 12/10/2021

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12/10/2021	01	90167	100000878	CARL HERR	40.00
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12/10/2021	01	90173	00001392	CRAFTWELD FABRICATION CO., INC.	175.00
12/10/2021	01	90174	00001600	DANIEL L. BEARDSLEY, LTD	93.00
12/10/2021	01	90175	00000118	DEL-VAL INTERNATIONAL TRUCKS, INC.	8.37
12/10/2021	01	90176	100000893	DONALD TUCKER	80.00
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12/10/2021	01	90186	00001852	G.L. SAYRE, INC.	1,927.47
12/10/2021	01	90187	00001504	GALETON GLOVES	44.93
12/10/2021	01	90188	00000188	GALLS, AN ARAMARK CO., LLC	581.63
12/10/2021	01	90189	00000193	GEORGE ALLEN PORTABLE TOILETS, INC.	1,242.00
12/10/2021	01	90190	00000817	GILMORE & ASSOCIATES, INC.	83,654.14
12/10/2021	01	90191	00000817	VOID	0.00 V
12/10/2021	01	90192	00000817	VOID	0.00 V
12/10/2021	01	90193	00000198	GLASGOW, INC.	300.20
12/10/2021	01	90194	00001323	GLICK FIRE EQUIPMENT COMPANY INC	109.00
12/10/2021	01	90195	00000219	GLOBAL EQUIPMENT COMPANY	216.98
12/10/2021	01	90196	00001784	GOOGLE INC.	24.00
12/10/2021	01	90197	00000608	GOOSE SQUAD L.L.C.	900.00
12/10/2021	01	90198	100001546	GORE CON, INC	6,500.00
12/10/2021	01	90199	00000229	GRAINGER	349.80
12/10/2021	01	90200	100000478	GRANAHAN ELECTRICAL CONTRACTORS, IN	1,135.50
12/10/2021	01	90201	00000203	GRANTURK EQUIPMENT CO., INC.	171.41
12/10/2021	01	90202	00000215	HAVIS, INC.	3,952.00
12/10/2021	01	90203	100000162	HERMAN GOLDNER COMPANY, INC.	3,913.00
12/10/2021	01	90204	00000903	HOME DEPOT CREDIT SERVICES	767.77
12/10/2021	01	90205	00441122	HORSHAM CAR WASH	240.00
12/10/2021	01	90206	00000829	IMSA - INTERNATIONAL MUNICIPAL	270.00
12/10/2021	01	90207	00904661	INSITE FIREARMS & LAW ENFORCEMENT	179.96
12/10/2021	01	90208	100000882	JACOB MILLEVOI	15.00
12/10/2021	01	90209	100000881	JOHN H. MOGENSEN	15.00
12/10/2021	01	90210	00000257	JOHN R. YOUNG & COMPANY	2,419.20
12/10/2021	01	90211	100000554	KEITH GRIERSON	30.00
12/10/2021	01	90212	00000264	KENCO HYDRAULICS, INC.	1,086.18
12/10/2021	01	90213	00000261	KERSHAW & FRITZ TIRE SERVICE, INC.	1,545.24
12/10/2021	01	90214	MISC	KEY CONSTRUCTION	280.00
12/10/2021	01	90215	100001811	KEYSTONE MUNICIPAL SERVICES, INC.	8,175.00
12/10/2021	01	90216	100001592	KILKENNY LAW, LLC	6,731.00
12/10/2021	01	90217	100001815	KRISTIN MAAS	15.89
12/10/2021	01	90218	100001661	KYLE STUMP	90.00
12/10/2021	01	90219	100001845	MARGARET COLLINS	30.00
12/10/2021	01	90220	100001765	MARVIN MOSEBY	30.00
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12/10/2021	01	90223	100000875	MICHAEL BEAN	75.00

12/10/2021 09:38 AM
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CHECK REGISTER FOR MONTGOMERY TOWNSHIP
 CHECK DATE FROM 11/23/2021 - 12/10/2021

Page: 2/2

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12/10/2021	01	90237	00001930	PENNBOK	85.00
12/10/2021	01	90238	00001358	PENNSYLVANIA RECREATION AND PARK	120.00
12/10/2021	01	90239	00000945	PIPERSVILLE GARDEN CENTER, INC.	3,254.62
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12/10/2021	01	90241	00000345	PRINTWORKS & COMPANY, INC.	79.27
12/10/2021	01	90242	00001689	PTM DOCUMENT SYSTEMS	258.30
12/10/2021	01	90243	100001010	RACHEL GIBSON	125.00
12/10/2021	01	90244	00000430	REM-ARK ALLOYS, INC.	207.91
12/10/2021	01	90245	00002033	REPUBLIC SERVICES NO. 320	11,637.50
12/10/2021	01	90246	100000780	RHYTHM ENGINEERING	3,020.00
12/10/2021	01	90247	100001867	RICHARD & MARY CORRADETTI	8.72
12/10/2021	01	90248	00001662	RICHARD GRIER	75.98
12/10/2021	01	90249	00000741	ROBERT E. LITTLE, INC.	23.90
12/10/2021	01	90250	100001823	ROMA POWER SWEEPING, INC.	2,688.00
12/10/2021	01	90251	100000884	RYAN RUDELL	15.00
12/10/2021	01	90252	00000653	SCATTON'S HEATING & COOLING, INC.	309.15
12/10/2021	01	90253	MISC	SCOTT PAYNE CUSTOM POOLS	1,200.00
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12/10/2021	01	90260	00000327	U.S. MUNICIPAL SUPPLY INC.	1,253.11
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12/10/2021	01	90267	00000038	VERIZON WIRELESS SERVICES, LLC	366.59
12/10/2021	01	90268	00902026	VILLAGE OF NESHAMINY FALLS	7.46
12/10/2021	01	90269	100000854	VINAY SETTY	105.00
12/10/2021	01	90270	100000891	VINCENT ZIRPOLI	150.00
12/10/2021	01	90271	00001329	WELDON AUTO PARTS	433.34
12/10/2021	01	90272	00000760	WM CORPORATE SERVICES, INC	1,801.55
12/10/2021	01	90273	100001042	ZACHARY EIDEN	30.00

01 TOTALS:

(3 Checks Voided)

Total of 125 Disbursements:

410,916.83

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY
Item # **7.**

SUBJECT: Recognition of Master Bong Pil Yang
MEETING DATE: December 13, 2021
BOARD LIAISON:
INITIATED BY: Tanya C. Bamford, Chairperson

BACKGROUND:

As this is our last meeting for 2021, we would like to close out this year by recognizing one of our residents who celebrated a milestone in 2021.

Master Yang is known by many as an engaged citizen and leader of the Korean community, not only in Montgomery Township but the greater North Penn community as well.

Earlier this year Master Yang's family, friends, and associates gather to celebrate his 70th birthday. The Board would like to take this opportunity to belatedly wish Master Yang a happy birthday and share our good wishes and express our appreciation for his continuing commitment to our Township.

MOTION/RESOLUTION:

Motion to formally recognize Master Bong Pil Yang for his 70th birthday and wish him many happy, healthy, and prosperous years ahead.

- 1) Motion by: _____ Second by: _____
- 2) Chair will ask for public comment.
- 3) Chair will call for vote.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 8.

SUBJECT: Introduction of Ready For 100 Committee
MEETING DATE: December 13, 2021
BOARD LIAISON: Beth A. Staab
INITIATED BY: Carolyn McCreary, Township Manager

BACKGROUND:

The Township received applications from several residents interested in serving on the newly formed Ready For 100 Committee. This committee is an initiative of the Sierra Club brought forward by Ms. Staab who will serve as the Board liaison to the committee and the coordinator of activity as the committee begins its work.

The Sierra Club's Ready For 100 campaign advocates for an equitable and affordable energy system powered by 100% clean, renewable energy by the year 2050.

Communities across the United States are committed to leading the transition to 100% clean, renewable sources of energy, like wind, solar, and battery storage. As civic and religious leaders, students, parents, frontline workers, business owners, educators, mayors, and beyond, we are nurturing a diverse movement in cities and towns across the country to pursue the solutions needed to develop strong, healthy, resilient communities.

Richard Roller and Kevin Kowalick are here this evening to meet the Board and answer any questions you may have about their commitment to this initiative.

RECOMMENDATION:

Staff recommends the Board of Supervisors appoint Richard Roller and Kevin Kowalick as the first two members of the Ready For 100 Committee at the Board of Supervisors January 3, 2022 Reorganization meeting.

Deborah A. Rivas

From:
Sent: Friday, July 30, 2021 1:14 PM
To: Deborah A. Rivas
Subject: 100 Advisory Committee Interest

Follow Up Flag: Follow up
Flag Status: Flagged

I would like to apply for a seat on the 100 Advisory Committee.

I am Richard Roller, 47 year resident of the Township. I am currently the Township representative on the Northern Montgomery County Recycling Commission and have a long held interest in reducing waste, not only in our trash, but also in the resources we abuse, i.e. water and electricity. I am retired and do not have a current resume.

I would appreciate your consideration.

Sincerely,
Richard J. Roller



Kevin Kowalick · 3rd

Vice President, Revenue Operations at Effectv, A Comcast Company
Philadelphia, Pennsylvania, United States · [Contact info](#)

 Comcast

 Fox School of Business at
Temple University



Comcast

9 yrs

Vice President, Revenue Operations

Full-time

2019 – Present · 2 yrs

Philadelphia, PA

Effectv, A Comcast Company

Strategic Initiative Planning & Implementation | Sales Operations | CRM & Pipeline Management | Go-To-Market | Program Management & Governance | Communications | Technology Product Deployments to Sales Teams & Clients | Success Measurement & Adoption | Change Management | Skill Development & Sales & Product Training

Vice President, Marketplace Business Operations

2017 – 2019 · 2 yrs

New York, NY

FreeWheel, A Comcast Company

Led advertising operating activities in FreeWheel Markets - Advanced TV and Digital Video Programmatic Marketplace

[...see more](#)

Senior Director, Advanced Advertising

2015 – 2017 · 2 yrs

Philadelphia, PA

Comcast Advertising: FreeWheel, StickyADS, Visible World - AudienceXpress, Strata

Lifecycle management from voice of customer intake through to execution of software and media sales products with training, marketing & collateral design and user adoption of data-e

[...see more](#)

Director, Advertising Sales Strategy

2012 – 2015 · 3 yrs

Philadelphia, PA

- Maximize advertising revenue in the automotive category across National, Regional and Local channels for Effectv (formerly known as Comcast Spotlight)
- Consult in a sales development capacity as the media, marketing, research, and training expert
- Lead the business & sales development and overall automotive ad sales & go-to-market

[...see more](#)

Education



Fox School of Business at Temple University

Master of Business Administration - MBA, Business Administration and Management, General

Strategic Management



Shippensburg University of Pennsylvania

Bachelor's Degree, Communication and Media Studies

Activities and Societies: Pi Kappa Phi

Concentration in Electronic Media

Minor in English

Volunteer experience



Member Board Of Trustees

The Academy of Natural Sciences of Drexel University

May 2021 – Present • 8 mos

Environment

<https://ansp.org/about/governance/>



Volunteer Staff

Lansdale Farmers' Market

May 2021 – Present • 8 mos

Environment

<https://www.lansdalefarmersmarket.org/>

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 9.

SUBJECT: Consider Higher Rock Partners LP/W.B. Homes Inc. - Conditional Use Hearing C-78 – 4.5 +/- Acre Vacant Parcel behind the Wawa at 1008 Bethlehem Pike

MEETING DATE: December 13, 2021

BOARD LIAISON: Tanya C. Bamford, Chair

INITIATED BY: Bruce Shoupe, Director of Planning and Zoning

BACKGROUND:

Higher Rock Partners/W.B. Homes is proposing the development of the vacant 4.5 +/- acre vacant parcel of land (aka 105 Witchwood Drive) behind the Wawa on Bethlehem Pike for approximately 36 Residential Townhouses.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

The Township Planning Commission recommended this project, subject to the Consultants and staff reviews.

A public hearing had been authorized for the Applicant to provide the Board with information on this proposed development. A packet of the review information of this proposed use is attached and contain:

- Print outs of the online advertisement in the Reporter of the Public Hearing on November 26 and December 3, 2021.
- Partial Copy of the Conditional Use application submitted.
- Sketch Plan and rendering of the proposed project
- Gilmore & Associates Review letter (General Engineering, Landscaping, Traffic) dated November 12, 2021.
- Montgomery Township Police Department review November 4, 2021.
- Montgomery Township Department of Fire Services review dated November 8, 2021.
- Montgomery County Planning Commission letter dated November 10, 2021.

MOTION/RESOLUTION:

MOTION to deny, approve or approve with conditions for the Higher Rock Partners LP/W.B. Homes, Inc. Conditional Use Application C-78.

- 1) Motion by: _____ Second by: _____
- 2) Chair will ask for public comment.
- 3) Chair will call for vote.

MOTION: _____ SECOND: _____ ROLL CALL: _____

WHEREAS, Higher Rock Partners LP/W.B. Homes Inc, has submitted an application to the Township of Montgomery for Conditional Use approval to allow 36 townhouses on the vacant 4.5 +/- parcel behind the Wawa at 1008 Bethlehem Pike.

WHEREAS, said application was submitted in compliance with Section 230- 156.2 of the Zoning Code; and

WHEREAS, the Board has considered said application, the evidence presented at this hearing, and compliance with the recommendations of the Township staff and consultants, and the opinions of the citizens of the Township.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby;

_____ Deny the Conditional Use as presented

_____ Approve the Conditional Use as presented

_____ Approve the Conditional Use with Conditions

MOTION BY:

SECOND BY:

VOTE:

DATE:

xc: Applicant, B. Shoupe, Minute Book, Resolution File, File

Mary Gambino

From: Rebecca Geiser <rebecca@skilkennylaw.com>
Sent: Wednesday, November 3, 2021 2:47 PM
To: TheReporterOnline Legals
Cc: Mary Gambino; Marianne J. McConnell; Bruce S. Shoupe
Subject: Higher Rock - Montgomery Township Conditional Use Hearing
Attachments: MONTGOMERY TOWNSHIP LEGAL NOTICE hearing Conditional Use Higher Rock 12.13.21.docx

Good afternoon,

Please run the attached ad on November 26, 2021, and again on December 3, 2021 for a conditional use hearing in front of the Montgomery Township Board of Supervisors scheduled for December 13, 2021. The Township can be billed directly.

Please let me know if you have any questions.

Best,

Rebecca

Rebecca W. Geiser, Esq.
KILKENNY LAW, LLC
519 Swede Street
Norristown, PA 19401
rebecca@skilkennylaw.com
Office Phone: 484-679-8150
Direct Dial: 484-679-8152
Fax: 610-879-3778



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The information contained in this electronic mail transmission (including any accompanying attachments) is intended solely for its authorized recipient(s) and may contain attorney/client privileged communications and confidential business information. If you are not the intended recipient, you have received this transmission in error and are hereby notified that reading, disclosing, distributing, printing, copying or any other use of this electronic mail message is prohibited. If you receive this electronic mail message by mistake, please immediately notify the sender and delete the original and all copies of this transmission (including any attachments) without reading, saving, copying or disclosing it.

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E-mail communications concerning agency business are considered to be public records pursuant to the Pennsylvania Right to Know Law (the "RTKL"), unless exempt in accordance with the provisions of the RTKL, and are therefore not considered confidential. E-mail communications sent or received by this office, relating to business conducted by any "agency" as defined in the RTKL, are therefore considered public records unless specifically exempt under the RTKL.

Reporter, The

Publication Name:
Reporter, The

Publication URL:

Publication City and State:
Lansdale, PA

Publication County:
Montgomery

Notice Popular Keyword Category:

Notice Keywords:
Montgomery Township

Notice Authentication Number:
202112070944514573362
387451020

Notice URL:

[Back](#)

Notice Publish Date:

Friday, December 03, 2021

Notice Content

MONTGOMERY TOWNSHIP LEGAL NOTICE On Monday, December 13, 2021, at 7:00 p.m. the Montgomery Township Board of Supervisors, during its regularly scheduled meeting, will conduct a public hearing to consider the Conditional Use Application of W.B. Homes, Inc. ("Applicant"): The Application involves tax parcel 46-00-00298-00-7. This parcel has an address of 105 Witchwood Dr., Montgomery Township, Pennsylvania, 19031 (the "Property"). The property which is the subject of this application is located along Witchwood Drive between Stump Road and Bethlehem Pike in the HLI Highway Limited Industrial District. W.B. Homes, Inc. proposes to subdivide the subject property from the overall 18-acre site of which it is currently a part and to develop the subject property with 36 townhomes. Applicant seeks conditional use approval to construct townhomes in the HLI Highway Limited Industrial District pursuant to the provisions of Section 230-217 of the Montgomery Township Zoning Ordinance, as amended by Ordinance 2021-320 (the "Zoning Ordinance"). The Applicant has requested approval to construct townhomes in the HLI Highway Limited Industrial District, by submitting a conditional use application on October 7, 2021. The conditional use application is on file at the Planning and Zoning Office at the Township Building and may be inspected by appointment. The public is invited to attend and will be given an opportunity to provide comments regarding this proposed conditional use. There will be limited capacity for in-person attendance due to COVID-19 requirements. Once capacity is reached, no other attendees will be permitted in the meeting room. Safety guidelines, including maintaining social distance and wearing a mask, must be followed by those attending in-person. Persons with disabilities, wishing to attend the public meeting and requiring auxiliary aid, service or other accommodations to participate, should contact the Montgomery Township Director of Administration & Human Resources at 215-393-6900. At the conclusion of the hearing, the Board will consider approval of the conditional use application, unless it deems additional time is required for consideration and discussion, in which case it will hold an additional public hearing at another meeting at an announced date and time for that purpose. CAROLYN MCCREARY TOWNSHIP MANAGER LAN: Nov. 26. Dec. 3. a-1

[Back](#)

Reporter, The

Publication Name:

Reporter, The

Publication URL:

Publication City and State:

Lansdale, PA

Publication County:

Montgomery

Notice Popular Keyword Category:

Notice Keywords:

Montgomery Township

Notice Authentication Number:

202112070955255528258

387451020

Notice URL:

[Back](#)

Notice Publish Date:

Friday, November 26, 2021

Notice Content

MONTGOMERY TOWNSHIP LEGAL NOTICE On Monday, December 13, 2021, at 7:00 p.m. the Montgomery Township Board of Supervisors, during its regularly scheduled meeting, will conduct a public hearing to consider the Conditional Use Application of W.B. Homes, Inc. ("Applicant"): The Application involves tax parcel 46-00-00298-00-7. This parcel has an address of 105 Witchwood Dr., Montgomery Township, Pennsylvania, 19031 (the "Property"). The property which is the subject of this application is located along Witchwood Drive between Stump Road and Bethlehem Pike in the HLI Highway Limited Industrial District. W.B. Homes, Inc. proposes to subdivide the subject property from the overall 18-acre site of which it is currently a part and to develop the subject property with 36 townhomes. Applicant seeks conditional use approval to construct townhomes in the HLI Highway Limited Industrial District pursuant to the provisions of Section 230-217 of the Montgomery Township Zoning Ordinance, as amended by Ordinance 2021-320 (the "Zoning Ordinance"). The Applicant has requested approval to construct townhomes in the HLI Highway Limited Industrial District, by submitting a conditional use application on October 7, 2021. The conditional use application is on file at the Planning and Zoning Office at the Township Building and may be inspected by appointment. The public is invited to attend and will be given an opportunity to provide comments regarding this proposed conditional use. There will be limited capacity for in-person attendance due to COVID-19 requirements. Once capacity is reached, no other attendees will be permitted in the meeting room. Safety guidelines, including maintaining social distance and wearing a mask, must be followed by those attending in-person. Persons with disabilities, wishing to attend the public meeting and requiring auxiliary aid, service or other accommodations to participate, should contact the Montgomery Township Director of Administration & Human Resources at 215-393-6900. At the conclusion of the hearing, the Board will consider approval of the conditional use application, unless it deems additional time is required for consideration and discussion, in which case it will hold an additional public hearing at another meeting at an announced date and time for that purpose. CAROLYN MCCREARY TOWNSHIP MANAGER LAN: Nov. 26. Dec. 3. a-1

[Back](#)

Application for Conditional Use

Township of Montgomery, Montgomery County, Pennsylvania

Notice Of Appeal

Appellant: Name: W.B. Homes, Inc. c/o Chris Canavan
Address: 404 N. Sumneytown Pike, Suite 200
North Wales, PA 19454
Phone: (215)-699-0800 Fax: _____
E-Mail: christopherc@wbhomesinc.com

Owner: Name: Higher Rock Partners, LP
Address: 580 Virginia Drive, Suite 100
Fort Washington, PA 19034
Phone: (215)-654-0500 Fax: _____
E-Mail: jimkahn@kahnandco.com

Attorney: Name: Carl N. Weiner, Esquire
Address: Hamburg, Rubin, Mullin, Maxwell & Lupin
375 Morris Rd., P.O. Box 1479, Lansdale, PA 19440
Phone: 215-661-0400 Fax: 215-661-0315
E-Mail: cweiner@hrmml.com

Notice of Appeal
Page 2

Interest of appellant, if not owner (agent, lessee, etc.):

Equitable Owner

1. Brief Description of Real Estate Affected:

Block and Unit Number 19, 3

Location Witchwood Drive & Bethlehem Pike

Lot Size 4.58 AC

Present Use Vacant

Present Zoning Classification LI w/ HLI overlay

Present Improvements Upon Land Vacant

Deed Recorded at Norristown in Deed Book 5968 Page 339

2. Specific reference to section of the Zoning Ordinance upon which application is based.
230-217 & Ordinance No. 2021-320

3.

Action desired by appellant or applicant (statement of proposed use)

Proposed Residential Townhouse Development.

4. Reasons appellant believes Board should approved desired action (refer to section(s) of Ordinance under which it is felt that desired action may be allowed, as well as regulations contained in Article XVII, Signs, Article XIX, Off Street Parking and Loading and Article XXI, Miscellaneous Provisions.

See attached statement.

5. Has previous application for conditional use been filed in connection with these premises?
 x Yes No

NOTE:

If more space is required, attach a separate sheet and make specific reference to the question being answered.

I, hereby depose and say that all of the above statements and the statements contained in any papers or plans submitted herewith, are true to the best of my knowledge and belief.

SWORN TO AND SUBSCRIBED BEFORE ME THIS

 7th DAY OF October 2021


Notary Public


Appellant's or Owner's Signature

Commonwealth of Pennsylvania - Notary Seal
Thomas Blair Steele, Notary Public
Montgomery County
My Commission Expires November 13, 2021
Commission Number 1322473

ATTACHMENT TO THE CONDITIONAL USE APPLICATION

OWNER: Higher Rock Partners, LP

APPLICANT: W.B. Homes, Inc.

PROPERTY: 1008 Bethlehem Pike

4. *Reasons appellant believes Board should approve desired action.*

The property which is the subject of this application is located along Witchwood Drive between Stump Road and Bethlehem Pike. Higher Rock Partners, LP proposes to subdivide the subject property from the overall 18-acre site of which it is currently a part and to develop the subject property with 36 townhomes.

Applicant seeks conditional use approval pursuant to the provisions of Section 230-215 of the Montgomery Township Zoning Ordinance, as amended by Ordinance 2021-320 (the "Zoning Ordinance"). The proposed development satisfies the specific standards for townhouse use including, but not limited to, minimum tract area, density, setbacks, units per building, parking, building coverage, impervious coverage and accessory structures.

The proposed development generates low traffic volume in comparison with more intensive uses which may be permitted under the HLI-Overlay District. Further, the proposed plan provides for pedestrian connectivity to existing commercial and retail locations in accordance with the provisions of Section 230-214 of the Zoning Ordinance.

The proposed development also satisfies the general conditional use criteria set forth in Section 230-156.2 C of the Zoning Ordinance as follows:

1. The proposed use is permitted by conditional use and will conform to the applicable regulations of the HLI District.

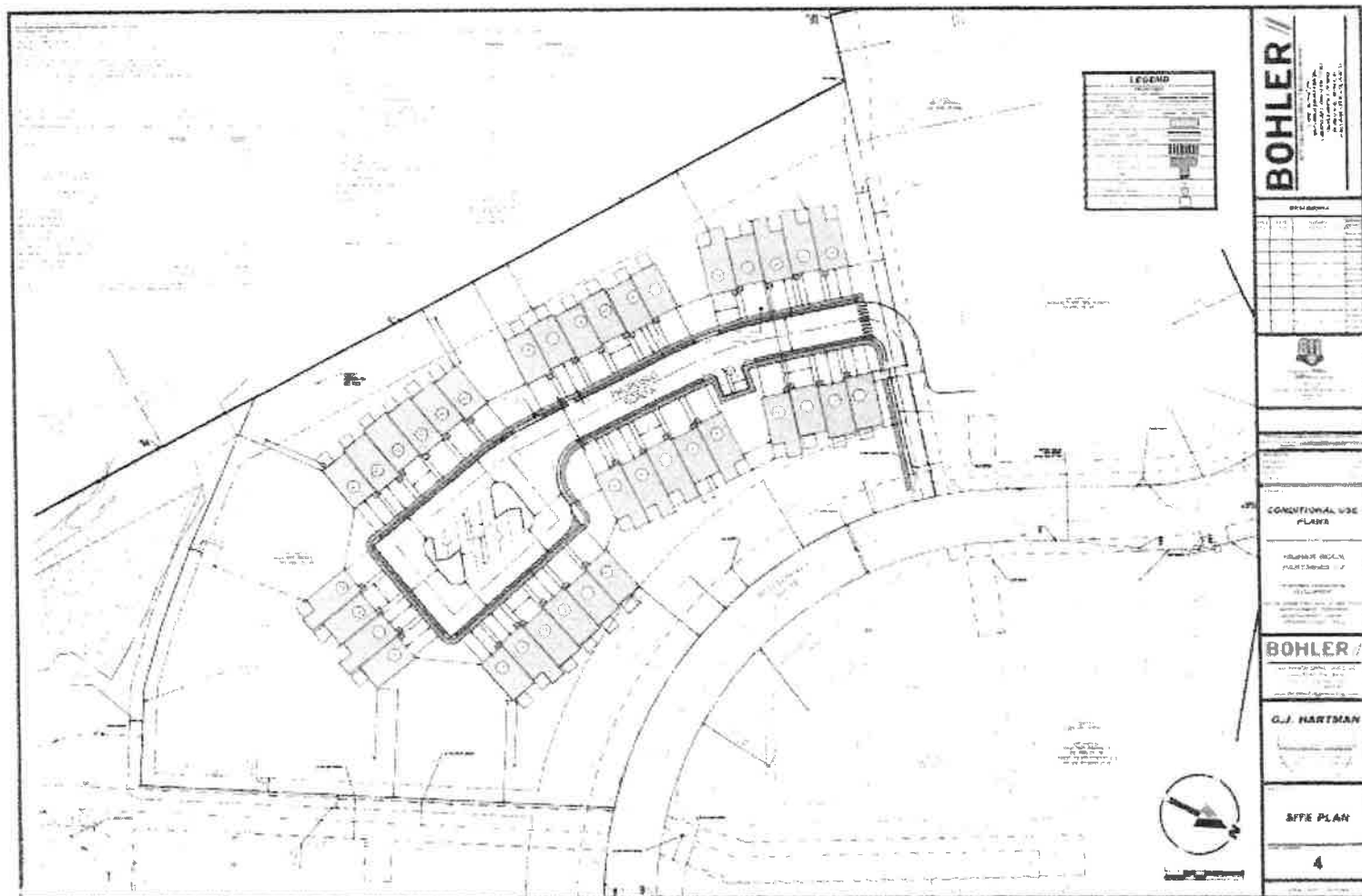
2. The traffic generated is not out of character with normal traffic using public roads and the proposed use will not have an unwarranted impact on traffic in the area or create significant additional congestion.

3. The proposed use is suitable for the character of the neighborhood and the uses of the surrounding properties.

4. The proposed use will not adversely affect the public health, safety or general welfare. The proposed use will not impair an adequate supply of light and air to the adjacent property. The proposed use will not affect transportation or unduly-burden water, sewer, school, park or other public facilities.

5. The proposed use will not overcrowd land or create an undue concentration of population or an undue intensity of use.

Site Plan – Witchwood Road, Montgomery Township



Aerial – Witchwood Road, Montgomery Township



Higher Rock Partners Conditional Use
Residential Townhouse Development
MCPC #170242004

Montgomery
County
Planning
Commission
Montgomery County Planning Commission
100 State Street, Suite 200, P.O. Box 100
Pittsburgh, PA 15224-0100
www.montgomeryplanning.com
Approved by Resolution #170242004





GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES

November 12, 2021

File No. 2016-07014-02

Bruce S. Shoupe, Director of Planning and Zoning
Montgomery Township
1001 Stump Road
Montgomeryville, PA 18936-9605

Reference: Conditional Use Application (C-78)
W.B. Homes, Inc. - Higher Rock Proposed Residential Development
Tax Map Parcel Number: 46-00-00298-007; Block 19, Unit 3

Dear Bruce:

As requested, Gilmore & Associates, Inc. has reviewed the information listed below with regard to the conditional use application referenced above.

- A. Application for Conditional Use for Higher Rock Partners, LP (including attachment), dated October 7, 2021.
- B. Tax Map and List of Adjoining Property Owners.
- C. Deed (Book 6120, Pages 392 to 397.7) for parcel number 46-00-00298-007.
- D. Agreement of Sale, dated May 19, 2021.
- E. Conditional Use Plans for Higher Rock Partners, LP (4 Sheets), prepared by Bohler Engineering, dated October 14, 2021.
- F. Building Rendering.

The subject 10.52-acre parcel (Tax Parcel #46-00-00298-007, Block 19, Unit 3) is Lot 1 within the Higher Rock Partners, LP Development Overall Site totaling 18.706 acres. The Higher Rock development is within the Limited Industrial (LI) Zoning District & Highway Limited Industrial (HLI) Overlay District. Lot 1, located south of Witchwood Drive, contains the existing Wendy's and Wawa uses along with an undeveloped pad site.

The Applicant, W.B. Homes, Inc., proposes to subdivide the 4.58-acre undeveloped pad site (proposed Lot 5) and construct 36 single-family attached units. The proposed use is permitted by conditional use. The proposed development would be accessed from Witchwood Drive through an entrance shared with the commercial use on Lot 3. Witchwood Drive will be dedicated to the Township as part of the previously approved overall Higher Rock development. Connection to the existing road network is provided at the signalized intersections of Witchwood Drive and Stump Road (T-375) and Witchwood Drive and Bethlehem Pike (SR 0309).

We offer the following comments for consideration by the Montgomery Township Board of Supervisors. Our review includes consistency with the Township Comprehensive Plan, and the Township Zoning Ordinance (Chapter 230).

PLANNING REVIEW

1. Use

- a. As per Ordinance No. 2021-320, the proposed townhouse use is permitted in the Highway Limited Industrial (HLI) Overlay District. It should be noted, as per Ordinance No. 2021-320, townhouse dwellings are permitted on no greater than 30% of the total tract area for a property in an overall development plan. The Conditional Use application indicates the applicant intends to subdivide the subject property from the overall 18-acre site.

65 East Butler Avenue | Suite 100 | New Britain, PA 18901 | Phone: 215-345-4330 | Fax: 215-345-8606

- b. The site of the proposed townhouse dwellings is currently vacant. The proposed use of the site is residential. The site is surrounded by commercial uses to the north and east. There are industrial uses to the south and some residential uses to the west.
- c. The site is located in the LI Limited Industrial Zoning District and the HLI Highway Limited Industrial Overlay District. The overall property has frontage along Bethlehem Pike and Stump Road and is intersected by Witchwood Drive. However, the proposed townhouse development will have frontage and access from Witchwood Drive.

2. Conditional Use Standards

- a. As per ZO Section 230-156.2, the following standards and criteria shall apply to conditional use applications:
 - 1. The proposed use is permitted by conditional use, and it will conform to the applicable regulations of the district in which it is located or any district regulations which may relate to or apply to the use, including but not limited to setbacks, building coverage, open space and buffering.
 - 2. The proposed use will conform to the regulations applicable according to use and/or district, including but not limited to regulations contained in Article XVIII, Signs, Article XIX, Off-Street Parking and Loading, Article XX, Nonconforming Uses and Article XXI, Miscellaneous Provisions.
 - 3. Points of vehicular access to the lot are provided at a distance from the intersections and other points of access and in number sufficient to prevent undue traffic hazards and obstruction to the movement of traffic.
 - 4. The location of the site with respect to the existing public roads giving access to it is such that the safe capacity of the public roads is not exceeded by the estimated traffic attracted or generated by the proposed use, and the traffic generated or attracted is not out of character with the normal traffic using said public roads.
 - 5. A determination that the proposed use will not have an unwarranted impact on traffic in the area, either creating significant additional congestion in an area of existing congestion or posing a threat of significant additional congestion where there is a high probability of future congestion. In addition, the Board shall consider whether the proposed use will create any traffic hazard dangerous to the public safety.
 - 6. Screening of the proposed use from adjacent uses is sufficient to prevent the deleterious impact of the uses upon each other, considering the type, dimension and character of the screening.
 - 7. The proposed use does not adversely affect or contradict Montgomery Township's Comprehensive Plan.
 - 8. The proposed use meets the purpose described in Article I of this chapter.
 - 9. The proposed use is suitable for the character of the neighborhood and the uses of the surrounding properties.
 - 10. The proposed use will not impair an adequate supply of light and air to adjacent property.
 - 11. The proposed use will not adversely affect the public health, safety or general welfare.
 - 12. The proposed use will not adversely affect transportation or unduly burden water, sewer, school, park or other public facilities.
 - 13. The proposed use shall not overcrowd land or create undue concentration of population or undue intensity of use.

3. Existing Conditions and Surrounding Land Uses

- a. The site is currently a vacant lot. The proposed use of the site is residential.
- b. The site is located in the HLI Highway Limited Industrial Overlay District and has frontage along Witchwood Drive. The site is located behind a retail/gas and commercial use and adjacent to residential uses. There is residential development to the south of the site.

4. Consistency with the Comprehensive Plan

- a. As per the 2008 Comprehensive Plan Update the property is currently identified as Mixed Use. The Vision Plan identifies the property as part of Special Area 'C' and the Bethlehem Industrial Park (light industrial). Special Area 'C' is designated as the "entry driveway" into the Township. Older buildings in this area should be improved or replaced and streetscape improvements should be provided.
- b. The Plan states the intended goal of housing within the Township is to redevelop or create new housing that includes a diversity of housing types and mixed-use buildings; develop reasonable standards to ensure new housing is an improvement in the Township; and ensure some housing remains affordable for the township workforce. The proposed townhouse dwellings are generally consistent with the Comprehensive Plan.

5. Traffic and Pedestrian Circulation Patterns

- a. The townhouse development will have an access drive from Witchwood Drive. Witchwood Drive connects to both Stump Road and Bethlehem Pike. The intersection of Witchwood Drive and Stump Road, and the intersection of Witchwood Drive and Bethlehem Pike are signalized.
- b. There are existing sidewalks along Witchwood Drive and pedestrian accommodations across Stump Road connecting the townhouse development to adjacent regional shopping centers. The plans propose internal sidewalks and crosswalks which would connect to the existing sidewalk along Witchwood Drive. The applicant should discuss other pedestrian connectivity opportunities with the Township.

LANDSCAPE REVIEW

At this time there are no comments as landscaping plans are not included.

TRAFFIC REVIEW

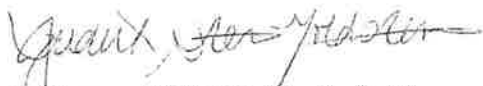
6. Provide vehicle turning templates to confirm the anticipated design vehicles (i.e., trash trucks, emergency vehicles, etc.) can maneuver through the site.
7. The note between Lots 25 and 26 indicates a proposed 5' wide sidewalk, but the plan measures a 4' sidewalk. A 5' wide sidewalk is recommended.
8. Proposed Road A shares access to Witchwood Drive with the adjacent property. Therefore, a shared access agreement should be provided for the driveway.
9. At Proposed Road A and Witchwood Drive, a new pedestrian crossing should be considered to connect to the nearby sidewalk on the north side of Witchwood Drive
10. Future plan submissions shall show the extents of the tiebacks for the retaining wall to show conformance with the units being outside of their limits.
11. Provide designated areas for snow removal storage. The corners present challenges to where snow will be pushed into driveways rather than around curves.

ENGINEERING REVIEW


12. We do not have engineering comments on the plan at this time. Should the Board of Supervisors grant the conditional use, the Applicant would be required to demonstrate conformance with the Township's Ordinances at the time of land development application. It is recommended that the applicant incorporate green infrastructure to address water quality and volume of stormwater runoff.

If you have any questions regarding the above, please contact this office.

Sincerely,



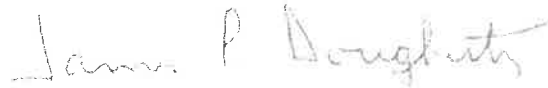
Judith Stern Goldstein, R.L.A., ASLA
Senior Project Manager
Gilmore & Associates, Inc.



Valerie L. Liggett, R.L.A., ASLA, ISA Certified Arborist
Senior Landscape Architect
Gilmore & Associates, Inc.



Damon A. Drummond, P.E., PTOE
Senior Transportation Engineer
Gilmore & Associates, Inc.



James P. Dougherty, P.E.
Senior Project Manager
Gilmore & Associates, Inc.

JSG/VLL/DAD/JPD/GJA/si

cc: Carolyn McCreary, Manager – Montgomery Township
Marianne McConnell, Deputy Zoning Officer – Montgomery Township
Mary Gambino, Project Coordinator – Montgomery Township
Bill Wiegman, Director of Fire Services - Montgomery Township
Sean Kilkenny, Esq., Solicitor – Kilkenny Law
Chris Canavan – W.B. Homes, Inc. – Appellant
Jim Kahn – Higher Rock Partners, LP - Owner
Carl N. Weiner, Esq. – Hamburg, Rubin, Mullin, Maxwell & Lupin
George J. Hartman III, P.E. – Bohler Engineering



MONTGOMERY TOWNSHIP POLICE DEPARTMENT

J. Scott Bendig
Chief of Police

1001 Stump Road • P.O. Box 68 • Montgomeryville, PA 18936
215-362-2301 • Fax 215-362-6383

To: Bruce S. Shoupe
Director of Planning and Code Enforcement

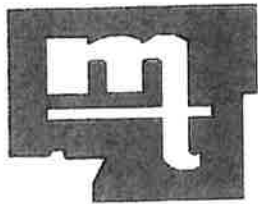
From: J. Scott Bendig, Chief of Police *JAB*

Date: November 4, 2021

Re: Conditional Use C-78

A review of the above-referenced conditional use was conducted on this date. A concern exists regarding the current number of open community-use parking spaces (12 total) planned. It is requested that additional parking spaces be added.

Thank you for the opportunity to review this subdivision/land development. Please contact me if you have any issues or concerns.



MONTGOMERY TOWNSHIP
DEPARTMENT OF FIRE SERVICES
1001 STUMP ROAD
MONTGOMERYVILLE, PA 18936-9605
Telephone: 215-393-6935 • Fax: 215-699-1560
email: wwiegman@montgomerytp.org
www.montgomerytp.org

William Wiegman
DIRECTOR OF FIRE SERVICES
FIRE MARSHAL
EMERGENCY MANAGEMENT
COORDINATOR

FIRE MARSHALS OFFICE:
215-393-6936

November 8, 2021

Bruce Shoupe
Director of Planning and Zoning
Montgomery Township
1001 Stump Road
Montgomeryville, PA 18936

Re: Higher Rock Conditional Use

Dear Bruce:

Thank you for allowing the Fire Marshal's Office to comment on the proposed construction of the: Higher Rock Townhome Development

Using the 2015 edition of the International Fire Code for guidance, the Fire Marshal's Office offers the following comments:

1. **503.2.3 Surface.** Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all weather driving capabilities.
Comment: Please have noted on plans.
2. **503.2.2 Authority.** The *fire code official* shall have the authority to require or permit modifications to the required access widths where they are inadequate for fire or rescue operations or where necessary to meet the public safety objectives of the jurisdiction. **Comment: Shall provide a minimum of 26 feet on entire access road for emergency access**
3. **503.2.4 Turning radius.** The required turning radius of a fire apparatus access road shall be determined by the *fire code official*.
Comment: The applicant shall submit a vehicle movement plan showing that our TOWER 18 ladder truck can maneuver through the site.
4. **505.1 Address identification.** New and existing buildings shall have *approved* address numbers, building numbers or *approved* building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 4 inches (101.6 mm) high with a minimum stroke width of 05. Inch (12.7 mm). Where access is by means of a private road and the building cannot be viewed from the *public way*, a monument, pole or other sign or means shall be used to identify the structure.

5. **D107.1 One- or two-family dwelling residential developments.** Developments of one- or two-family dwellings where the number of *dwelling units* exceeds 30 shall be provided with two separate and *approved* fire apparatus access roads.

Exceptions:

1. Where there are more than 30 dwelling units on a single public or private fire apparatus access road and all dwelling units are equipped throughout with an approved automatic sprinkler system in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3 of the International Fire Code, access from two directions shall not be required.
2. The number of *dwelling units* on a single fire apparatus access road shall not be increased unless fire apparatus access roads will connect with future development, as determined by the *fire code official*.

GENERAL COMMENTS

6. All buildings of Truss Construction SHALL comply with the Montgomery Township Truss Ordinance #04-188. Truss emblems can be obtained through the Fire Marshal's Office or Code Enforcement Office. The Fire Marshal's Office SHALL be contacted in regards to placement of truss placard.
7. Any gas services that are accessible/vulnerable to vehicular traffic SHALL have approved vehicle impact protection installed.

The Fire Marshal's Office recommends that the proposed development be approved as submitted subject to the developer complying with the above referenced items.

Should you have any questions or need additional information, please do not hesitate to contact me.

Sincerely,



Reviewed by:
Fire Fighter/Asst. Fire Marshal Andrew Backlund

**MONTGOMERY COUNTY
BOARD OF COMMISSIONERS**

VALERIE A. ARKOOSH, MD, MPH, CHAIR
KENNETH E. LAWRENCE, JR., VICE CHAIR
JOSEPH C. GALE, COMMISSIONER



**MONTGOMERY COUNTY
PLANNING COMMISSION**

MONTGOMERY COUNTY COURTHOUSE • PO Box 311
NORRISTOWN, PA 19404-0311
610-278-3722
FAX: 610-278-3941 • TDD: 610-631-1211
WWW.MONTCOPA.ORG

SCOTT FRANCE, AICP
EXECUTIVE DIRECTOR

November 10, 2021

Mr. Bruce S. Shoupe, Director of Planning/Zoning
Montgomery Township
1001 Stump Road
Montgomeryville, Pennsylvania 18936-9605

Re: MCPC #17-0242-004
Plan Name: Higher Rock Partners Conditional Use – Residential Townhouse Development
(1 lot, approx. 4.58 acres)
Situat: Witchwood Drive, near Stump Road
Montgomery Township

Dear Mr. Shoupe:

We have reviewed the above-referenced conditional use application proposal in accordance with Section 502 of Act 247, "The Pennsylvania Municipalities Planning Code," as you requested on October 22, 2021. We forward this letter as a report of our review.

BACKGROUND

The applicant, W.B. Homes, Inc., is submitting a conditional use application to construct 36 townhomes in 7 buildings on a new lot (Lot 5) of the larger Higher Rock Partners, LP development at the corner of Bethlehem Pike and Witchwood Drive. The townhouses would take access from a new cul-de-sac road installed at a four-way intersection with Witchwood Drive and a driveway to a building still under construction, near the intersection of Witchwood Drive and Stump Road. Lot 5 will measure 4.58 acres out of the total 18.25 net tract acres, conforming to the conditional use requirement of using less than 30% of a total property for townhomes. An additional 12 guest parking spaces are provided for the townhomes in addition to the garages and driveways for each dwelling unit. Additional detailed plans for grading, stormwater, and landscaping were not provided as part of the conditional use application for the County to review. The applicant's conditional use application justification notes that the townhouse use will generate less overall traffic volume than other potential uses in the HLI – Highway Limited Industrial zoning district, and that the plan provides for pedestrian connectivity to existing commercial and retail uses. The zoning ordinance permitting this proposal as a conditional use in the

HLI zoning district was reviewed by the MCPC under letter #17-0242-003, dated August 17, 2021, and the ordinance was adopted by Montgomery Township on August 23, 2021 as ordinance #2021-320.

COMPREHENSIVE PLAN COMPLIANCE

As discussed in our August 17, 2021 letter, Montgomery Township's *2008 Comprehensive Plan Update Vision Plan* identifies a Special Area C, bordered by southbound PA 309, Stump Road, the Gwynedd Crossing Shopping Center, and the Bethlehem and Welsh Valley Industrial Parks to the west. The "special conditions and issues" note for Special Area B is as follows: "For most people, this is the "entry driveway" into Montgomery Township. The older buildings in this area should be improved or replaced and the streetscape significantly improved." Previous MCPC letters for this area noted that the streetscape along Bethlehem Pike should be improved with a complete sidewalk installation. While sidewalk was installed in front of the Citadel bank building along Bethlehem Pike, as well as along Witchwood Drive mostly along one side adjacent to the proposed townhouse development, the sidewalk does not continue further along Bethlehem Pike, meaning that all "pedestrian connectivity" would be focused along Witchwood Road. The MCPC recognizes that Montgomery Township faces significant challenges to achieving pedestrian connectivity across the six-lane divided highway/"entry driveway" of Bethlehem Pike, but in order for the full potential of the proposed development to be realized, additional pedestrian connectivity of sidewalk and crosswalk networks will be required.

Similarly, as previously discussed, Montgomery County's comprehensive plan, *Montco 2040: A Shared Vision* identifies the entire area along Bethlehem Pike between Stump Road and Hartman Road as part of a "business area" on the future land use map, as updated in 2020. While not outright rejecting the possibility of residential developments through this area, the designation reflects the overall character of this section of the township, meaning that any changes to the existing landscape should be designed and installed carefully. In addition, the plan calls for "flexibly adapt[ing] to market conditions and demographics" by encouraging "walkable, mixed use...and entertainment-supportive employment centers, towns, and destinations to attract young workers and other key demographic groups". We encourage the township to utilize the recent zoning ordinance change permitting a development such as this proposal, but we also want to ensure that the resulting development is well-designed and well-built.

RECOMMENDATION

The Montgomery County Planning Commission (MCPC) generally supports the proposed conditional use application, however, in the course of our review we have identified the following issues that the municipality may wish to consider prior to final plan approval. Our comments are as follows.

REVIEW COMMENTS

CONDITIONAL USE APPLICATION

1. Since the recent zoning ordinance change was drafted largely with the development of this particular property in mind, it is no surprise that the application itself is compliant with the zoning ordinance requirements and conditional use checklist found in Section 230-217(J).
2. As part of the conditional use application process, only certain plan sheets are required to be submitted for review. The Township is strongly encouraged to follow the advice of their township engineer and various citizen boards, including the Planning Commission and Shade Tree Commission, regarding the details of the development's stormwater management and landscaping, especially on those points that have been emphasized during the review process on other projects.

TRANSPORTATION

While a 26 foot wide roadway is proposed near the entry to the townhouse development, the roadway narrows to 21 feet wide at the end of the cul-de-sac between the guest parking area and the townhouse buildings. Generally speaking, 21 feet wide is a problematic width for roadways, even those in low-volume areas inside housing developments, as it is too narrow for proper two-way traffic, and too wide for safe one-way directional traffic. The applicant should work closely with the Township's fire marshal to ensure that proper emergency vehicle access and maneuverability is possible in this area, even if the roadways are intended to remain as private streets and not dedicated over to Montgomery Township. This could be accomplished via appropriate signing, pavement striping, or designation of one-way travel around the cul-de-sac.

CONCLUSION

We wish to reiterate that MCPC generally supports the conditional use application, but we believe that our suggestions will better achieve Montgomery Township's broad-based planning objectives for residential development.

Please note that the review comments and recommendations contained in this report are advisory to the municipality and final disposition for the approval of any proposal will be made by the municipality. Should the governing body approve a final plat of this proposal, the applicant must present the plan to our office for seal and signature prior to recording with the Recorder of Deeds office. A paper copy bearing the municipal seal and signature of approval must be supplied for our files.

Please print the assigned MCPC number (#17-0242-004) on any plans submitted for final recording.

Sincerely,

A handwritten signature in cursive script that reads "Matthew Popek".

Matthew Popek, AICP
Transportation Planning Assistant Manager
mpopek@montcopa.org - 610-278-3730

c: Christopher Canavan, Applicant's Representative
Carolyn McCreary, Twp. Manager
Jim Rall, Chrm., Twp. Planning Commission

Attachments: (1) Site Plan
(2) Aerial

Montgomery Township Planning Commission – Meeting November 18, 2021

In attendance: Jim Rall, Frank Davey, Rutuke Patel, Dave Fetzer, Tom Borghetti, Jay Glickman, and Steve Kremenecker. Also in attendance; Candyce Chimera, Rebecca Geiser, Damon Drummond, Bruce Shoupe and Marianne McConnell.

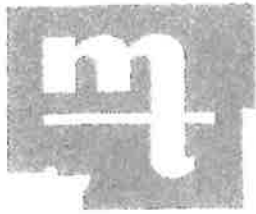
Absent: Leon McGuire, Dave Fetzer

Higher Rock Partners / WB Homes Townhomes Conditional Use Application – The property is located along Witchwood Drive between Stump Road and Bethlehem Pike. Higher Rock Partners proposes to subdivide the subject property from the overall 18-acre site for residential development. WB Homes Inc. proposes to construct 36 townhomes within the 4.58 acre undeveloped pad site. The proposed use is permitted by Conditional Use by a previously adopted text amendment. The site has access from Witchwood Drive with a shared entrance with the adjacent commercial use. Mr. Chris Canavan of WB Homes presented the application to the Planning Commission members. The proposed project generates low traffic volume in comparison to the more intensive non-residential uses allowed within this district. The traffic study determined that it would create an additional 18 trips in the morning peak hours and 24 trips in the afternoon / pm peak hours. The project also provides pedestrian connectivity to surrounding retail establishments and the 202 Parkway Trail.

The proposed townhouses are 3-story and 2100 to 2300 square feet in size with 1 or 2 car garages. Each home will have a driveway width allowing two cars to park side by side. No parking will be permitted on the street per the HOA documents. Currently they are proposing 12 overflow parking spaces and are researching possibilities to add more.

Mr. Canavan stated that all comments addressed within the Township plan review letters shall be addressed through the land development process. The applicant will work with the Township to comply with all comments or resolve to the Township's satisfaction. Significant landscaping will be installed along with a berm in the area of the retaining wall. The existing fencing shall be maintained by the HOA and existing Condominium agreement. This project will also have its own separate storm water management design and system for its 4+ acre site.

On a motion made by Jay Glickman and seconded by Frank Davey, the Planning Commission recommends that the Board of Supervisors approve the Conditional Use application subject to the Township's staff and consultant review letters. All in Favor.



**MONTGOMERY TOWNSHIP
BOARD OF SUPERVISORS**

1001 STUMP ROAD
MONTGOMERYVILLE, PA 18936-9605

Telephone: 215-393-6900 • Fax 215-855-6656
www.montgomerywp.org

**TANYA C. BAMFORD
CANDYCE FLUEHR CHIMERA
ANNETTE M. LONG
MATTHEW W. QUIGG
BETH A. STAAB**

CAROLYN McCREARY
TOWNSHIP MANAGER

November 24, 2021

RE: Proposed Conditional Use
W.B. Homes, Inc. & Higher Rock Partners, LP
Parcel 46-00-00298-07
Bethlehem Pike
Montgomeryville PA 18936

Dear Neighbor:

This letter is to advise you that the Montgomery Township Board of Supervisors will consider, on **Monday, December 13, 2021, after 7:00 p.m.**, the Conditional Use Application of W.B. Homes, Inc., to construct 36 residential townhomes, on the parcel identified as 46-00-00298-00-7, 105 Witchwood Drive, located behind the WaWa at 1008 Bethlehem Pike. The property is currently vacant and consists of approximately 4.58 acres.

The applicant has requested approval to construct 36 townhomes in the Highway Limited Industrial District, by submitting a Conditional Use Application on October 21, 2021, pursuant to the provisions of Section 230-217 of the Montgomery Township Zoning Ordinance, as amended by Ordinance 2021-320 (the "Zoning Ordinance"). The Conditional Use Application is on file in the Planning and Zoning Office at the Township Building and may be inspected by appointment.

The public is invited to attend and will be given an opportunity to provide comments regarding this proposed conditional use. Safety guidelines, including maintaining social distance and wearing a mask, must be followed by those attending in-person. Persons with disabilities wishing to attend this meeting and requiring auxiliary aid, service or other accommodations to participate, should contact the Montgomery Township Director of Administration and Human Resources at 215-393-6900.

At the conclusion of the hearing, the Board will consider approval of the conditional use application, unless it deems additional time is required for consideration and discussion, in which case it will hold an additional public hearing at another meeting at an announced date and time for that purpose.

As you are a nearby property owner, or had previously expressed interest in this application, we wanted to advise you of this hearing.

Sincerely,

Bruce S. Shoupe
Director of Planning and Zoning

309 AUTOVEST PROPERTIES
OR CURRENT RESIDENT
1009 BETHLEHEM PIKE
MONTGOMERYVILLE PA 18936

HIGHER ROCK PARTNERS LP
580 VIRGINIA DRIVE SUITE 100
FORT WASHINGTON PA 19034

NAPPEN & ASSOCIATES
171 CORPORATE DRIVE
MONTGOMERYVILLE PA 18936

NAPPEN & ASSOCIATES
OR CURRENT RESIDENT
212 PROGRESS DRIVE
MONTGOMERYVILLE PA 18936

MARY ANN ANTONUCCI
OR CURRENT RESIDENT
115 WITCHWOOD DRIVE
MONTGOMERYVILLE PA 18936

309 AUTOVEST PROPERTIES
OR CURRENT RESIDENT
171 CORPORATE DRIVE
MONTGOMERYVILLE PA 18936

HIGHER ROCK PARTNERS LP
OR CURRENT RESIDENT
1004 BETHLEHEM PIKE
MONTGOMERYVILLE PA 18936

NAPPEN & ASSOCIATES
OR CURRENT RESIDENT
208 PROGRESS DRIVE
MONTGOMERYVILLE PA 18936

JOHN S ANTONUCCI
OR CURRENT RESIDENT
316 STUMP ROAD
MONTGOMERYVILLE PA 18936

MARY ANN ANTONUCCI
OR CURRENT RESIDENT
307 STUMP ROAD
NORTH WALES PA 19454

HIGHER ROCK PARTNERS LP
OR CURRENT RESIDENT
1009 BETHLEHEM PIKE
MONTGOMERYVILLE PA 18936

NAPPEN & ASSOCIATES
OR CURRENT RESIDENT
206 PROGRESS DRIVE
MONTGOMERYVILLE PA 18936

NAPPEN & ASSOCIATES
OR CURRENT RESIDENT
210 PROGRESS DRIVE
MONTGOMERYVILLE PA 18936

JOHN S ANTONUCCI
P O BOX 447
CHALFONT PA 18914

CITADEL BANK
OR CURRENT RESIDENT
1006 BETHLEHEM PIKE
MONTGOMERYVILLE PA 18936

NAPPEN & ASSOCIATES
OR CURRENT RESIDENT
215 KEYSTONE DRIVE
MONTGOMERYVILLE PA 18936

WAWA FOOD MARKET
OR CURRENT RESIDENT
1008 BETHLEHEM PIKE
MONTGOMERYVILLE PA 18936

WENDY'S RESTAURANT
OR CURRENT RESIDENT
1010 BETHLEHEM PIKE
MONTGOMERYVILLE PA 18936



MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 10.

SUBJECT:	Adoption of Proposed Landscape Ordinance Amendment 21-325
MEETING DATE:	December 13, 2021
BOARD LIAISON:	Tanya C. Bamford, Chair
INITIATED BY:	Carolyn McCreary, Township Manager

BACKGROUND:

Discussions earlier this year with Township staff and our professionals pointed to the need to update the Township's landscape ordinance. This is due in part to better reflect the current conditions within the Township, provide more flexibility, and meet the Township's performance goals. Staff at Gilmore & Associates worked on the proposed revisions and circulated them to staff to review in advance of tonight's meeting. They have also prepared revisions to the technical specifications used for the Shade Tree Commission and other landscape projects within the township.

This amendment was shared with the Montgomery County and Montgomery Township Planning Commissions and their comments were incorporated.

PRIOR BOARD ACTION:

The Board of Supervisors authorized the advertisement of the proposed ordinance amendment at their 08/23/21 public meeting.

RECOMMENDATION:

Staff recommends the Board adopt the proposed ordinance amendment.

MOTION/RESOLUTION:

Motion to adopt Ordinance No. 21-325 amending the Township's landscape ordinance.

- 1) Motion by: _____ Second by: _____
- 2) Chair will ask for public comment.
- 3) Chair will call for a vote.

MONTGOMERY TOWNSHIP LEGAL NOTICE

On Monday, December 13, 2021, at 7:00 p.m. the Montgomery Township Board of Supervisors, during its regularly scheduled meeting at the Township Building located at 1001 Stump Rd., Montgomeryville, PA 18936, will hold a hearing to consider amending the Township Zoning Code and the Township Subdivision and Land Development Ordinance to update the requirements for landscaping, the title and summary of which appears below:

AN ORDINANCE OF MONTGOMERY TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA, AMENDING CHAPTER 230, ZONING, OF THE MONTGOMERY TOWNSHIP CODE OF ORDINANCES, AND AMENDING CHAPTER 205, SUBDIVISION AND LAND DEVELOPMENT CODE OF ORDINANCES, OF THE MONTGOMERY TOWNSHIP CODE OF ORDINANCES – REGULATING THE TOWNSHIP’S LANDSCAPE ORDINANCES; REPEALING ALL INCONSISTENT ORDINANCES, OR PARTS THEREOF; AND PROVIDING A SEVERABILITY CLAUSE AND EFFECTIVE DATE

The Township has reviewed the current Township regulations for landscaping requirements and regulations finds that it is appropriate to revise the ordinances to better reflect the current Township conditions that applicants are likely to be facing when they propose developments. The proposed revisions shift the landscaping requirements away from the prescriptive calculations for required plantings, to a more performance-based approach. The new approach focuses on the goals of specific types of plantings and encourages good landscape design principles for the site as a whole and such revisions will benefit the residents, business owners and visitors to Montgomery Township.

A copy of the full text of the proposed ordinance is available for inspection and copying by the public by appointment at the Township Building, located at 1001 Stump Rd., Montgomeryville, PA 18936, the offices of this newspaper, and the Montgomery County law library.

The public is invited to attend and will be given an opportunity to provide comments regarding this proposed ordinance. Persons with disabilities, wishing to attend the public meeting and requiring auxiliary aid, service or other accommodations to participate, should contact the Montgomery Township Director of Administration & Human Resources at 215-393-6900.

CAROLYN MCCREARY
TOWNSHIP MANAGER

**MONTGOMERY TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA**

ORDINANCE NO. 21-325

AN ORDINANCE OF MONTGOMERY TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA, AMENDING CHAPTER 230, ZONING, OF THE MONTGOMERY TOWNSHIP CODE OF ORDINANCES, AND AMENDING CHAPTER 205, SUBDIVISION AND LAND DEVELOPMENT CODE OF ORDINANCES, OF THE MONTGOMERY TOWNSHIP CODE OF ORDINANCES – REGULATING THE TOWNSHIP’S LANDSCAPE ORDINANCES; REPEALING ALL INCONSISTENT ORDINANCES, OR PARTS THEREOF; AND PROVIDING A SEVERABILITY CLAUSE AND EFFECTIVE DATE

WHEREAS, the Township has reviewed the current Township regulations for landscaping requirements and regulations; and

WHEREAS, it is appropriate to revise the ordinances to better reflect the current Township conditions that applicants are likely to be facing when the propose developments; and

WHEREAS, the proposed revisions shift the landscaping requirements away from the prescriptive calculations for required plantings, to a more performance based approach; and

WHEREAS, the new approach focuses on the goals of specific types of plantings and encourages good landscape design principles for the site as a whole; and

WHEREAS, such revisions will benefit the residents, business owners and visitors to Montgomery Township.

NOW THEREFORE, IT IS HEREBY ORDAINED AND ENACTED by the Board of Supervisors of Montgomery Township that Chapter 230 and Chapter 205 of the Montgomery Township Code of Ordinances are amended as follows:

I.

Zoning Ordinance Chapter 230, Attachment 13

CHART 1 ACCESSORY USE SETBACKS

Note 2:

These setbacks apply to in-ground and aboveground pools only which are screened by a screen buffer, as outlined in § 205-52.C of Chapter 205, of the Township’s Subdivision Ordinance, or by a five- to six-foot opaque fence. See § 230-149B(1)(b) of the Township’s Zoning Ordinance for details and regulations for in-ground pools which do not meet these requirements and for above ground pools.

Subdivision and Land Development Ordinance Chapter 205

Article II Definitions

§205-6 Definitions

BUFFER

An area designed and functioning to separate the elements and uses of land which abut it and to ease the transition between them. Unless otherwise specified, buffers may be included as part of the required setbacks and yard areas.

DBH

Diameter at Breast Height. The diameter of a tree as measured at 4 ½' above the ground.

NATURALIZED

Naturalized refers to trees or shrubs that are naturally occurring on a site or that were not planted as part of any previous land development requirements.

Article VI Landscaping

§205-48. Intent.

The intent of these regulations is to promote practical community development by reducing erosion and sedimentation and stimulating groundwater recharge, to reduce glare and heat pollution, to stimulate air purification and oxygen regeneration, to provide for noise abatement, to assist in vehicular and pedestrian control, to maintain the Township's natural amenities, and to provide for the harmonious development of contiguous properties in different zoning districts by providing certain minimum landscaping requirements for all future subdivisions and land developments.

§205-49. General Requirements.

- A. The standards of design of this article should be used to evaluate the adequacy of subdivision or land development proposals. Where, in the opinion of the Township Landscape Architect, the literal application of these standards in certain cases would cause undue hardship or be plainly unreasonable, the Township Landscape Architect, Township Shade Tree Commission, or Township Engineer may recommend to the Board of Supervisors such reasonable exceptions as will not be contrary to the public interest. The Board of Supervisors may modify or adjust the standards to permit reasonable utilization of property while securing substantial conformance with the objectives of the regulations.
- B. The standards included in these regulations are minimum design requirements. The Board of Supervisors reserve the right, in any case, to request that the requirements listed herein exceed these standards if conditions so warrant.
- C. It is required that all landscape plans be prepared by a landscape architect registered by the Commonwealth of Pennsylvania and familiar with this Landscape Article in order to promote the proper use and arrangement of plant materials. These plans shall be reviewed by appropriate Township staff members and consultants and approved by the Township Board of Supervisors.
- D. A minimum of 80% of all required trees, shrubs, and groundcover plants shall consist of plants native to eastern North America. For the purposes of this ordinance, native plants are those that occur naturally in an area without human intervention and that were grown in the area prior to the time of European settlement. Such plants are adapted to the local climate and tend to be more drought, disease, and insect resistant than introduced varieties and they help preserve the balance and beauty of natural ecosystems.

- E. All plant material shall conform to the latest version of the American Standard for Nursery Stock (ANSI Z60.1), and the height, spread and/or caliper requirements for trees and shrubs listed in § 205-56, Recommended Plant List. A note shall be added to the landscape plan stating this.
- F. All plant material shall be installed in accordance with the standards outlined in Appendix C of this chapter. Notes and details demonstrating compliance with the requirements of Appendix C must be included on the plans.
- G. Guaranty. All plant material shall be guaranteed for 18 months from the day of final approval of the landscape installation by the Board of Supervisors. Any plant material 25% or more of which is dead shall be considered dead. A tree shall be considered dead when the main leader has died or 25% of the crown is dead. Any dead plant material shall be replaced and installed according to the approved planting practices.
- H. The developer shall contact the Township in writing to request a final inspection for acceptance at the end of the guaranty period. These inspections will be performed when plant materials are in full leaf only (May 1 through November 15). All guaranty escrow funds will be released upon acceptance at the end of the guaranty period. The guaranty will be extended until 30 days after receipt of the request letter following May 1. Should the end of the guaranty period occur after November 15, the guaranty period shall be extended to May 15.
- I. Nonconforming uses. Whenever there is a nonconforming use, the nonconforming use must comply with the most restrictive landscape requirements for either the land use or the zoning district in which it is located or the zoning district which would normally permit the nonconforming use.

§205-50. (Reserved)

§205-51 Landscape Plan Requirements

- A. The Landscape plan will show the following information:
 - (1) Plan scale, date, North arrow and location map with zoning district designations for the site and adjacent properties.
 - (2) Property lines, setback lines, easements and the adjacent zoning district(s).
 - (3) Location of all existing and proposed buildings.
 - (4) Location of all existing and proposed roads, parking, service areas and other paved areas.
 - (5) Location of all outside storage and trash receptacle areas.
 - (6) Location of sidewalks, berms, fences, walls, freestanding signs and the site lighting.
 - (7) Stormwater management facilities. The design of discharge structures, headwalls and wingwalls shall be shown and slopes shall be detailed enough so that it is clear that no slopes are greater than the four-to-one ratio permitted by § 205-18D(3)(d).
 - (8) Location of existing and proposed underground, surface and above-grade utilities such as utility lines, utility easements, transformers, hydrants, manholes and mechanical equipment.

- (9) Location, **DBH**, and common name of existing naturalized individual trees with trunks eight inches in diameter or more, measured at 4 1/2 feet (diameter at breast height - DBH) above the ground. Naturalized trees are those that are naturally occurring on a site or that were not planted as part of any previous land development requirements. Naturalized trees in groves and woodlands with trunk diameters of eight inches in diameter or more may be shown by indicating the outer canopy or dripline of the tree grouping. Existing naturalized trees shown as masses must be labeled with an approximate quantity and **DBH** (refer to § 205-53) as calculated. This information may be shown on the existing features plan.
- (10) Location, **DBH** and common name of all trees that were planted as part of a previous land development plan. This information may be shown on the existing features plan.
- (11) Replacement tree plant schedules using the trees proposed for replacement of existing naturalized trees and/or trees planted for previous land development requirements that were destroyed by development. The schedules shall indicate the botanical and common name, height, spread, caliper, quantity and special remarks for all proposed replacement trees. These schedules may be made a part of the general plant schedule.
- (12) A plant schedule listing all new plant materials (trees, shrubs, and ground cover) proposed for planting. This schedule shall indicate the botanical and common name, height, spread, caliper, quantity and special remarks for all proposed plant materials. All plant material proposed as a part of the subject subdivision and/or land development project to meet the minimum article requirements as noted herein shall be included in this schedule. Supplemental plantings proposed in addition to the required plantings are not required to be included. Any plantings not included in the plant schedule shall not be used to meet article requirements for street trees, softening buffers, screen buffers, parking area landscaping, stormwater management facility landscaping, steep slope landscaping, and/or replacement trees.
- (13) Plans will be drawn to a scale of not less than one inch equals 50 feet and show all existing and proposed contours at a minimum of two-foot intervals.
- (14) Details for the planting, mulching, saucering and staking of trees, the planting of shrubs and any other details which depict other related installations shall be in accordance with the requirements of this article, including those outlined in Appendix C.
- (15) Existing natural features such as water bodies, floodplain, wetlands, rock outcroppings, and slopes in excess of 15%.
- (16) Location of all proposed plant species to include trees, shrubs, ground cover, perennials and lawn. All plant material proposed as a part of the subject subdivision and/or land development project to meet the minimum article requirements as noted herein shall be included in this plan. Supplemental plantings that are proposed in addition to the required plantings are not required to be included. Any plantings not included as a part of the landscape plan shall not be used to meet article requirements for street trees, softening buffers, screen buffers, parking area landscaping, stormwater management facility landscaping, steep slope landscaping, and/or replacement trees.
- (17) Information, in the form of notes or specifications, concerning planting and lawn areas. Such information shall specify the quality requirements and material for planting, seeding, sodding, ground cover, mulching and the like.

- (18) A detailed cost estimate shall be attached to the final landscape plan submission for the preparation of the land development agreement. This estimate shall show the value of all proposed landscaping. Unit costs for plant material shall include costs for materials, labor and guaranty and shall be so stated on the estimate provided.
- (19) Limits and details of temporary fencing to be used for protection of existing trees and shrubs during construction.

§205-52 Planting Requirements.

Street trees, softening buffers, screen buffers, parking area landscaping, stormwater management facility landscaping, and other landscaping shall be provided according to the standards listed under § 205-49, General requirements, and the following specific planting requirements:

A. Street Trees.

- (1) When required. Street trees shall be required for any subdivision or land development where suitable street trees do not exist as part of the design and construction of:

- (a) New streets.
- (b) Existing streets when they abut or lie within the subdivision or land development.
- (c) Access and/or private driveways to residential developments serving four or more dwelling units.

(2) Street Tree Types and Spacing.

- (a) Street tree types shall be selected and coordinated to provide adequate separation from overhead and underground utilities, to provide a cohesive street tree frontage that does not interfere with proposed or existing features, to provide adequate visibility to the site, and to fit well spatially.

(b) Shade Street Trees

- [1] Shade street trees shall be provided in accordance with the requirements of SLDO § 205-56.A.
- [2] Shade street trees shall be spaced to permit the healthy growth of each tree, but shall not be spaced closer than 35 feet on center nor farther than 60 feet on center for each side of the street.

(c) Small Street Trees

- [1] Small street trees shall be used where overhead utility lines are present and where site layout, site density or good design practice necessitates the use of small street trees, in accordance with the requirements of SLDO 205-56.B.
- [2] Small street trees shall be located at a distance where the mature size of the proposed tree species will not interfere with the overhead utility lines.

[3] Small street trees shall be provided at a ratio of two (2) small street trees for each required Shade Street Tree, at a minimum spacing of 24 feet on center.

(d) Existing Trees

Where existing trees over 2 1/2 inches DBH are located within 10 feet of the legal or ultimate right-of-way, whichever is greater, they may be counted toward the street tree requirement.

(e) Informal Street Tree Arrangements

Where appropriate, street trees may be planted in informal groupings. If this method of street tree arrangement is selected, the distance between tree groupings or other street trees may not exceed 80 feet and shall be provided in the required quantities for Shade and Small Street Trees as specified above.

(3) Location.

(a) Street trees shall be planted no closer than one foot outside the legal or ultimate street right-of-way, whichever is greater.

(b) Shade street trees shall be planted no closer than six feet to any public sidewalk or roadway, or 10 to 12 feet from any public sidewalk or roadway, as specified by species in SLDO § 205-56.A(1) and (2). Where Small Street Trees are to be planted in accordance with this section, they shall be planted no closer than five feet to any public sidewalk or roadway.

(c) At intersections, trees shall be located no closer than 50 feet to the intersection of the curb.

(4) Street trees shall be a species listed in § 205-56.A or § 205-56.B.

(5) Where the location of required street trees overlaps with the locations for required softening buffer, parking lot or stormwater management facility landscaping, the required street trees may be used to count toward those landscape requirements.

B. Softening Buffers

(1) Definition. A "softening buffer" is a mixed perimeter landscape planting intended to provide an informal separation between neighboring developments. It is not intended to be an impenetrable screen.

(2) Intent. Softening buffers shall be landscaped to "soften" and aesthetically enhance the boundary between dissimilar land uses. They shall be designed to provide light visual screening as well as light and noise abatement between dissimilar land uses. A softening buffer should work in tandem with any street trees, parking area landscaping, and stormwater management facility landscaping that may be required adjacent to the buffer. A softening buffer and any adjacent planting requirements should be designed together to maximize plant health, aesthetic appeal, and functional requirements without reducing visibility to the site or overplanting the site.

- (a) The buffer area shall be used for no purpose other than the planting of trees, shrubs and lawn to meet planting requirements and shall be maintained and kept clean of debris, rubbish, noxious weeds and invasive species.
- (3) Location. Softening buffers shall be aligned adjacent and parallel to the property perimeter adjacent to dissimilar land uses as indicated in Table 1, including rights-of-way, but may be sited on any position of the property if permitted by the Board of Supervisors. Plant material used in the softening buffer shall be located within 20 feet of the property line or within 20 feet of the legal or ultimate right-of-way lines, whichever is farther from the street center line, and may be grouped informally.
 - (a) A softening buffer is not required where a screen buffer is provided.
 - (b) Softening Buffers may be required in locations and along land uses that are not listed at Table 1 at the discretion of the Board of Supervisors.
 - (c) Where softening buffer landscaping is located adjacent to parking area plantings or stormwater facility perimeter plantings, trees and shrubs for one requirement may be used, where appropriate, to count towards multiple requirements so long as the design and functionality of the plantings meet the intent of all landscape requirements.
 - (d) Where softening buffers are required along an existing or proposed street right-of-way where street trees exist or are proposed, only softening buffer shrubs shall be required.
- (4) Performance Standards
 - (a) Existing vegetation should be maintained in buffer and yard areas and may be used to meet, or partially meet, softening buffer requirements. However, any existing vegetation proposed to be used to meet or partially meet buffer requirements shall be free of noxious weeds and invasive species. If the existing vegetation contains noxious weeds and/or invasive species, these plants shall be removed and eradicated prior to the acceptance of such areas for the start of maintenance.
 - (b) Within the buffer area, no slopes shall be steeper than one foot in height for each four feet in width (slope of 25%).
 - (c) Softening buffers may include a wall or fence that meets the standards outlined in §230-148, Fences and walls, of the Montgomery Township Zoning Code. Any wall or fence shall be constructed in such a manner that it will not conflict with sight lines or conflict with the character of the abutting land use.
 - (d) Softening buffers should be planted with a mix of shade trees, ornamental trees and shrubs with evergreen trees added into planting arrangements as deemed necessary or desired. Softening buffers shall be landscaped to provide visual screening, light and noise abatement, and safety barriers between dissimilar land uses and zoning districts.
 - (e) All softening buffer landscaping shall be planted in such a way to create a 50% visual screen within 5 years of planting.
 - (f) Plant materials used in softening buffers shall meet the minimum size requirements for plant material as provided in SLDO § 205-56 Recommended Plant List.
 - (g) Not more than 20% of plants shall be evergreen.

(h) (Reserved)

(i) Refer to § 205-56 for recommended plant material.

C. Screen Buffers.

- (1) Definition. A "screen buffer" is a predominantly evergreen perimeter landscape planting intended to provide a formal visual separation between neighboring developments.
- (2) Intent. A "screen buffer" is intended to be an impenetrable visual screen. However, it is not intended to be a monocultural planting. A variety of evergreen tree species in conjunction with deciduous and/or evergreen shrubs should be utilized to provide complete screening and aesthetic variety and appeal. Screen buffer landscaping should work in tandem with any street trees, parking area landscaping, and stormwater management facility perimeter landscaping that may be required adjacent to the buffer. Screen buffers and any adjacent planting requirements should be designed together to maximize screening, shade, plant health, aesthetic appeal, and functional requirements without overplanting.
- (3) When required.
 - (a) Refer to Table 1 for requirements for each land use.
 - (b) Screening Buffers may be required in locations and along land uses that are not listed at Table 1 at the discretion of the Board of Supervisors.
 - (c) In addition, all truck loading, outside storage areas, mechanical equipment and trash receptacles shall be screened from view from streets and abutting residential areas in accordance with the standards for screen buffer size and type [§ 205-52C(4)(a) and (b) below].
- (4) Location.
 - (a) The screen buffer is to provide a visual barrier between adjacent land uses. The screen buffer shall be aligned adjacent and parallel to side and rear property lines and/or may be sited in any position on the property if permitted by the Board of Supervisors.
 - (b) Screen buffers shall be located within 20 feet of the property lines or within 20 feet of the legal or ultimate right-of-way lines, whichever is farther from the street center line.
 - (c) The screen buffer shall be arranged to provide clear-sight triangles at street intersections and shall not obstruct sight distance requirements of the Township. The screen planting shall be continuous and shall be broken only at points of vehicular or pedestrian access.
- (5) Performance Standards.
 - (a) Trees used for screen buffers shall be composed of 100% evergreen varieties. Shrubs may be a combination of evergreen and deciduous varieties. Where a screen buffer is required between a residential use and a non-residential use, the required

plant material shall be arranged so as to provide a 100% visual screen within 4 years of planting. In all other instances where a screen buffer is required, the plant material shall be arranged so as to provide a 100% visual screen within 8 years of planting.

- (b) Where the screen buffer planting requires more than 50 trees, no more than 1/3 of these trees will be of a single variety.
- (c) Where space is limited or there are other site constraints, walls, fences and/or earth berms may be used in combination with plant material subject to the approval of the Board of Supervisors and in conformance with § 230-148, Fences and Walls, of the Zoning Ordinance.
- (d) Where screen buffers are required adjacent to parking areas or stormwater management facility landscaping, plantings from the other requirements may be used to count towards the screen buffer requirements as long they meet the intent of both requirements.

D. Parking Area Landscaping.

- (1) Definition: Parking area landscaping includes shade and ornamental trees and shrubs installed around and within off-street parking areas including planting islands, divider islands, and around the parking lot perimeter.
- (2) Intent: The primary goal of parking area landscaping is to provide shade and mitigate heat within parking areas through the planting of shade and ornamental trees. The secondary goal of parking area landscaping is to provide shrub groupings to soften, beautify, and visually break up parking area paving, while providing screening and protection from headlight glare, where needed. Parking area landscaping should work in tandem with any street trees, softening buffers, parking area landscaping, and stormwater management facility perimeter landscaping that may be required adjacent to the parking area. Parking area landscaping and any adjacent planting requirements should be designed together to maximize shade, plant health, aesthetic appeal, and functional requirements without reducing visibility, or overplanting.
- (3) Location & Plantings:
 - (a) A maximum of 10 parking spaces shall be permitted in a row without a landscape island of 15 feet in width. If required, this island shall contain not less than 290 square feet of planting area.
 - (b) Planter islands shall be placed at the end of each row of parking spaces beginning and/or terminating at an internal circulation drive.
 - (c) For any land use where the total number of parking spaces exceeds 100, the parking area shall be divided by continuous islands perpendicular to the parking spaces every 124 feet. This is four rows of parking at a total width of 80 feet and two aisles at a total width of 44 feet. These divider islands shall be a minimum of 20 feet wide. Entrance driveways shall be 20 feet wide. Snow storage areas shall be provided and planting design shall consider pedestrian circulation.
 - (d) (Reserved)

- (e) All aforementioned islands and the perimeter areas surrounding parking lots shall be landscaped with a mix of shade trees, ornamental trees, and shrubs.
- (f) Shade trees should be the primary planting type within parking areas with a goal of providing some degree of shade to every space in the parking area within 5 years of planting.
- (g) Ornamental trees may be used to supplement shade trees in locations where space is limited or where desired for aesthetic affect, so long as they do not account for more than 30% of the total trees provided in the parking area. Ornamental tree shade may be used to count towards the requirement of providing some degree of shade to every space within the parking area within 5 years of planting.
- (h) Shrubs or shrub groupings should be provided within islands and along parking perimeter areas with the intent of softening, beautifying, and visually breaking up the parking areas.
- (i) When parking areas are located within 100 feet of a public street or anytime a parking area for a non-residential use is located adjacent to a residential use, the perimeter of the parking area that is adjacent to the public street or residential use shall be softened by a continuous low hedge around the outside perimeter. The shrubs that create this low hedge shall fully screen the glare from vehicle headlights within two (2) years of planting. Required softening or screening buffer shrubs may be used to meet this requirement if the species are selected and planted in such a manner as to provide full screening from headlight glare, within two (2) years of planting.
- (j) Where parking areas are located adjacent to required street trees, softening or screening buffers, or stormwater management perimeter plantings, the trees used to meet the other requirements may be used to count towards parking area tree requirements as long as the shade requirement is still met.
- (k) Where parking areas are located adjacent to required softening buffers or stormwater management perimeter plantings the shrubs used to meet either of the other requirements may be used to count towards the parking area shrub requirements.

E. Stormwater Management Facility Landscaping.

- (1) Whenever a stormwater management facility is provided, such facility shall conform to the requirements set forth in § 205-18.D, Stormwater Management, the standard specifications on file with the Township, and the landscaping requirements of this section.
- (2) For the purposes of this section, stormwater management facilities shall refer to above-ground man-made structures including, but not limited to, detention and retention basins, rain gardens, vegetated swales and drainageways that convey, store, or otherwise affect stormwater runoff quality, rate or quantity.
- (3) The facility shall be so designed that the planting in and adjacent to it shall not have a negative effect on the hydrological function of the facility.
- (4) Stormwater management facilities should be aesthetically pleasing and compatible with adjacent land uses. Stormwater Management Best Management Practices (BMPs), creative

grading, and innovative stormwater management facility forms are encouraged. Where stormwater management facilities adjoin existing woodlands, it is recommended that plantings be selected to blend with the natural surroundings.

(5) Stormwater management facility floors.

(a) Floors dry most of the year shall be landscaped in one or a combination of the following:

[1] Seeded in low-maintenance wildflowers and meadow grasses.

[2] Wildflower sod.

[3] All-season ground cover.

(b) Floors, portions of a floor or channels which are wet most of the year shall be landscaped in one or a combination of the following:

[1] Wet habitat grasses and ground covers.

[2] Seeded in wildflower mix for wet areas.

(5) Stormwater management facility slopes. Slopes shall be seeded in PennDOT Formula "L" modified seed mix or an appropriate naturalized seed mix.

(6) Stormwater management facility perimeter plantings.

(a) Definition: Plantings placed around stormwater management facilities which provide naturalization and aesthetic enhancement without impeding the function of the facility.

(b) Intent: stormwater management facility perimeter landscaping is not intended to screen a proposed stormwater management facility. Rather, it is intended to fulfill stormwater management BMP functional requirements while allowing the facility to blend with its natural surroundings and providing aesthetic, habitat, and stormwater benefits to the site. Plantings should be placed around all above ground stormwater management facilities with the goals of naturalization, providing aesthetic enhancement, and enhancing wildlife habitat without impeding hydrological function of the facility in any way. Stormwater management facility perimeter landscaping should work in tandem with any required street trees, softening buffers, and/or parking area landscaping that may be required adjacent to the stormwater facility. Stormwater management facility landscaping and any adjacent planting requirements should be designed together to maximize plant health, aesthetic appeal, and functional requirements without reducing visibility, where needed, or overplanting.

(c) Location: Trees and shrub groupings shall be installed around the perimeter of the stormwater management facility. No tree planting shall be placed on the fill area of the berm or on the spillway.

[1] Where Stormwater Management Facility Perimeter Landscaping is located adjacent to required street trees, parking area plantings and/or softening

buffers, the shade and ornamental trees from these planting requirements may be used to count towards the stormwater management facility perimeter landscaping tree requirements.

[2] Where Stormwater Management Facility Perimeter Landscaping is located adjacent to required parking area plantings and/or softening buffers, the shrubs from these planting requirements may be used to count towards the stormwater facility management landscaping requirements.

- (d) Planting: Trees and shrub groupings shall be planted in such an arrangement around stormwater management facility perimeters as to allow for a naturalizing effect. In order to achieve this a minimum of 50% of the circumference of the facility shall be planted with a mix of trees and shrubs to allow for adequate coverage. Shade, ornamental, and evergreen trees must account for at least 25% of the total stormwater management facility plantings provided. To promote diversity, shade trees may be substituted with ornamental or evergreen trees, where desired.

F. Steep Slope Landscaping.

- (1) When required. Steep slope landscaping includes disturbed areas of the site with slopes in excess of one-foot vertical to six feet, eight inches, horizontal (6.67:1, slope of 15%).
- (2) Sodded lawn. Sodded lawn is required on slopes of 6.67:1 (15%) or greater, except where ground cover plantings have been provided.
- (3) Ground cover plantings.
 - (a) Ground cover plantings are required on slopes of three to one or greater (one-foot vertical to three feet horizontal, 33%).
 - (b) Refer to § 205-56, Recommended plant list, and planting practices for recommended ground covers.
- (4) Supplemental plantings.
 - (a) Supplemental plantings of shrubs, ornamental trees, evergreen trees and shade trees may be planted as a part of steep slope landscaping.
 - (b) Supplemental plantings may be applied toward the replacement tree requirements of § 205-54, except where these plantings are required by other sections of this chapter.

G. Landscaping of other areas. Any area not used for buildings, structures, paved areas, planting beds or screening shall be planted in an all-season ground cover or lawn and other landscape materials in accordance with the landscape plan. Existing vegetative materials shall be preserved wherever possible.

H. Existing vegetation. In cases where preserved natural features existing on site duplicate or essentially duplicate the planting requirements of this chapter, these requirements may be waived or amended by the Board of Supervisors.

§ 205-53. Preservation and protection of existing trees.

A. All subdivisions and land developments shall be laid out in such a manner so as to preserve the healthy trees and shrubs on the site whenever possible. Every effort should be made to preserve any individual tree or trees of significant size or historical value. "Tree of significant size or historical value" shall mean any tree which is determined by the Township Shade Tree Commission, Township Landscape Architect, Montgomery Township Historical Society, or Board of Supervisors to be of unique and intrinsic value to the general public because of its size, age, historic association or ecological value, or any tree designated by Montgomery Township as a Legacy Tree

B. During the construction of any site, trees and shrubs, as defined herein, shall be protected by snow fencing or similar protection fencing to ensure that there is no encroachment within the area of their dripline by changing grade, trenching, stockpiling of building materials or topsoil or the compaction of the soil and roots by any motor vehicle, unless the following regulations are met:

- (1) The root area within the dripline of any tree or group of trees may be encroached upon to a maximum of 1/4 of the total root area.
- (2) Existing trees whose root area (dripline) has been encroached upon by more than 1/4 of the total area will not be considered to be preserved and must be replaced, if they meet the replacement threshold as outlined in § 205-53.C.
- (3) At the direction of the Township Engineer, Township Shade Tree Commission or Township Landscape Architect, existing trees which have not been adequately protected are to be removed and replaced in accordance with the requirements of §205-53.C

C. Tree Replacement and Preservation Requirements.

- (1) Preservation and Replacement for Naturalized Trees. Naturalized trees are those that are naturally occurring on a site or that were not planted as part of any previous land development requirements.

(a) 8-23" DBH Naturalized Trees.

- [1] Applicants are permitted to remove up to 50% of all 8-23" DBH naturalized trees located on site without replacement, not counting trees located in the legal or ultimate right-of-way, whichever is greater.
- [2] Any trees that are removed beyond 50% of 8-23" DBH naturalized trees on site will require replacement at a rate of one (1) replacement tree for every one (1) tree removed.

(b) 23-48" DBH Naturalized Trees.

- [1] Applicants are permitted to remove up to 50% of all 23-48" DBH naturalized trees located on site without replacement, not counting trees located in the legal or ultimate right-of-way, whichever is greater.

- [2] Any trees that are removed beyond 50% of all 23-48" DBH naturalized trees on site will require replacement at a rate of four (4) replacement trees for every one (1) tree removed.

(c) 48" or Greater DBH Naturalized Trees

- [1] Any 48" or greater DBH naturalized trees that are removed will require replacement at a rate of one (1) replacement tree for each 8" of naturalized tree DBH removed.

(2) Preservation and Replacement for Trees Planted as Part of Previous Land Development Requirements. These are existing trees on a site that are not naturalized and which were planted to fulfil the landscaping requirements of any previous land development that has occurred on site.

- (a) All trees removed from the site that were originally planted as part of previous land development requirements shall be required to be replaced individually, at the rate of one (1) replacement tree for every one (1) removed tree.
- (b) Wherever possible, replacement trees should be installed near the original location of the landscaping being replaced. When a replacement plant is installed near the original location of the plant that it is intended to replace, it may be used to count towards the landscaping requirement that was met by the original plant.
- (c) Replacement landscaping should be designed in tandem with any required street trees, softening or screen buffers, parking area landscaping, or storm water management facility landscaping to maximize shade, plant health, aesthetic appeal, and functional requirements without reducing visibility, or overplanting.

(3) Naturalized trees which are diseased and should be removed for safety or for the protection of other healthy trees, as determined by a certified arborist, may be removed and will not be subject to the requirements for tree preservation or tree replacement if the report of the arborist is submitted to and approved by the Township.

(4) Tree removal necessary to accommodate public utilities or public facilities to be constructed or installed by the Township or the Township Authority shall be exempt from tree preservation and replacement standards.

(5) Replacement trees shall meet the following specifications:

- (a) Deciduous trees shall be a minimum of 2 1/2 inches in caliper.
- (b) Evergreen trees shall be a minimum of eight feet in height.
- (c) Ornamental or flowering trees shall be a minimum of eight feet in height.
- (d) Two flowering trees may be substituted for one deciduous tree, provided that the minimum size of the flowering trees shall be eight feet in height.
- (e) Ten shrubs may be substituted for one deciduous tree, provided that the minimum size of the shrubs shall be 24 inches for evergreen and 30 inches for deciduous shrubs.
- (f) Up to 25% of the new trees to be planted may be of the evergreen variety.

- (g) Trees required to be planted under the replacement/reforestation procedures for naturalized trees shall be in addition to any/all of the trees required by the planting requirements of § 205-52 above.
- (h) At the discretion of the Township, the required replacement trees may be planted on other lands within the Township.

§205-54. Calculating replacement for trees destroyed by development.

- A. (Reserved)
- B. Calculation and estimation of existing trees shall be performed before any clearing commences and shall be performed in the presence of the Township Engineer, Township Shade Tree Commission or Township Landscape Architect and shall be based on the following procedure:
 - (1) Naturalized trees greater than 8 inches, as measured at 4 1/2 feet (DBH) above natural grade, and all existing trees planted as part of previous land development requirements will be documented individually and noted on the landscape plan or existing conditions plan.
 - (2) The quantity of all trees eight inches and over standing in masses of over 20 trees shall be estimated by the following method:
 - (a) Three one-hundred-foot-by-one-hundred-foot-square areas will be staked out in locations acceptable to the owner/developer and the Township Engineer, Township Shade Tree Commission or Township Landscape Architect.
 - (b) The quantity of trees in each area will be counted and the totals averaged to determine the average number of trees per 10,000 square feet of wooded area.
 - (c) This average quantity per area will be used to determine both the quantity of trees being removed and the quantity of trees to remain in large masses.
- C. Calculation and estimation of existing trees remaining after construction shall be performed by the Township Engineer, Township Shade Tree Commission or Township Landscape Architect based on a procedure similar to that noted above.
- D. An estimated quantity of replacement trees for naturalized trees and for trees planted as part of previous land development requirements are required to be shown on the landscape plan or on separate schedules. Refer to § 205-51.
- E. (Reserved)

§205-55. Performance bond.

- A. No building permit shall be issued unless a performance bond or other surety approved by the Township Solicitor has been filed with the Township. Such surety shall be in an amount equal to the cost of purchasing, planting, maintaining, and replacing all vegetative materials for a period of 18 months after written acceptance of the landscape installation by the Township.
- B. This condition may be satisfied through a land development agreement with sufficient and appropriate financial guaranties suitable to the Board of Supervisors.

§205-56. Recommended plant list.

The following is the recommended list of trees, shrubs and ground cover for use in Montgomery Township. The Board of Supervisors may permit other planting types if they are hardy to the area, not subject to blight or disease and of the same general character and growth habit as those listed below, and are not identified by the Pennsylvania Department of Conservation and Natural Resources (DCNR) as invasive. Plants included on the DCNR "watch list" as potentially invasive, and any associated varieties, hybrids, and cultivars of invasive species, will not be permitted. Plants listed below that may be added to DCNR's list of invasive plants after the adoption of this section shall not be permitted. The size requirements listed herein for shade trees, evergreen trees, ornamental trees, deciduous shrubs, evergreen shrubs and ground cover are the minimum acceptable sizes at the time of installation. Size and grading standards for all plants shall conform to those specified by the American Nursery and Landscape Association's American Standard for Nursery Stock, ANSI Z60.1-2014 or latest edition.

A. Shade Street Trees: minimum size of 2.5" caliper, 12 feet to 14 feet in height with a full branching structure. All main branches shall be pruned to a height of six feet above the ground. Street trees shall have a single, straight trunk and unpruned central leader free of codominant stems within the lower half of the crown, and shall be free of disease and mechanical damage. Where appropriate due to proposed and/or existing site conditions, columnar form trees may be used.

(1) The following street trees shall be located a minimum of six feet from sidewalks and roadways.

Acer rubrum - Red maple
Carpinus betulus - European hornbeam
Cercidiphyllum japonica - Katsuratree
Ginkgo biloba - Ginkgo (Male varieties only)
Koelreuteria paniculata - Golden raintree
Liquidambar styraciflua var. 'Rotundiloba' - Seedless sweetgum
Metasequoia glyptostroboides - Dawn redwood
Nyssa sylvatica - Blackgum
Ostrya virginiana - American hophornbeam
Quercus acutissima - Sawtooth oak
Quercus alba - White oak
Quercus borealis - Northern red oak
Quercus coccinea - Scarlet oak
Quercus imbricaria - Shingle oak
Quercus lyrata - Overcup oak
Quercus montana - Chestnut oak
Quercus phellos - Willow oak
Quercus rubra - Red oak
Tilia cordata - Littleleaf linden
Tilia tomentosa - Silver linden
Ulmus spp. - Elm (Dutch elm disease resistant varieties only)
Zelkova serrata - Japanese zelkova

(2) The following street trees shall be located a minimum of 10 feet to 12 feet from sidewalks and roadways.

Acer saccharum - Sugar maple (heat and drought-resistant varieties only)
Carya glabra - Pignut hickory
Carya ovata - Shagbark hickory
Celtis occidentalis - Hackberry
Cladrastis kentukea - Yellowwood
Fagus grandifolia - American beech

Fagus sylvatica - European beech
Gleditsia triacanthos var. 'inermis' - Thornless honeylocust
Gymnocladus dioica - Kentucky coffeetree (fruitless forms)
Liriodendron tulipifera - Tulip poplar
Magnolia acuminata - Cucumber tree magnolia
Platanus x acerifolia - London planetree
Quercus palustris - Pin oak

- B. Small Street Trees: the following trees shall be used when small street trees are required in accordance with SLDO §205-52.A(2)(c). Small street trees shall be a minimum of 1 ½ inches in caliper, 8 feet to 10 feet in height, and shall have a full branching structure. All main branches shall be pruned to a clearance height of five feet above the ground. Small street trees shall have a single, straight trunk and unpruned central leader free of codominant stems within the lower half of the crown, and shall be free of disease and mechanical damage. Where appropriate due to proposed and/or existing site conditions, columnar form trees may be used.

Acer griseum - Paperbark maple
Carpinus caroliniana – Ironwood
Cercis canadensis - Eastern redbud
Chionanthus virginicus - Fringetree
Cornus florida - Flowering dogwood
Cornus kousa - Kousa dogwood
Cornus mas - Cornelian cherry
Cornus x 'Rutban' - Aurora dogwood
Cotinus coggyria - "Smoke tree"
Crataegus crusgalli var. *inermis* - Thornless cockspur hawthorn*
Crataegus phaenopyrum - Washington hawthorn*
Crataegus viridis 'Winter King' - Winter king hawthorn*
Malus spp. - 'Adirondack,' 'Prairifire,' or 'Professor Sprenger'*
Oxydendrum arboreum - Sourwood
Prunus spp. - 'Autumnalis,' 'Kwanzan,' 'Okame,' or 'Yoshino'*
Syringa reticulata 'Ivory Silk' or 'Summer Snow'
Styrax japonica - Japanese snowbell
Tilia cordata 'Halka'

* Other disease-resistant varieties permitted where the average landscape size does not exceed 35 feet in height.

- C. Shade trees: minimum of 2.5" in caliper, 12 feet to 14 feet in height with a full branching structure. All main branches shall be pruned to a height of six feet above the ground. Trees shall have a single, straight trunk and unpruned central leader free of codominant stems within the lower half of the crown and shall be free of disease and mechanical damage. All trees shall be located a minimum of six feet from sidewalks and roadways.

Acer rubrum - Red maple
Acer saccharinum - Silver maple
Acer saccharum - Sugar maple (heat and drought-resistant varieties only)
Carya glabra - Pignut hickory
Carya ovata - Shagbark hickory
Celtis occidentalis - Hackberry
Cercidiphyllum japonica – Katsuratree
Cladrastis kentukea - Yellowwood

Fagus grandifolia - American beech
Fagus sylvatica - European beech
Ginkgo biloba - Ginkgo (male varieties only)
Gleditsia triacanthos var. 'inermis' - Thornless honeylocust
Gymnocladus dioica - Kentucky coffeetree (fruitless forms)
Koelreuteria paniculata - Golden raintree
Liquidambar styraciflua - Sweetgum, including var. 'Rotundiloba' and 'Happidaze'
Liriodendron tulipifera - Tulip poplar
Metasequoia glyptostroboides - Dawn redwood
Nyssa sylvatica - Blackgum
Ostrya virginiana - American hophornbeam
Platanus x acerifolia - London planetree
Quercus acutissima - Sawtooth oak
Quercus alba - White oak
Quercus bicolor - Swamp white oak
Quercus borealis - Northern red oak
Quercus coccinea - Scarlet oak
Quercus falcata - Southern red oak
Quercus imbricaria - Shingle oak
Quercus lyrata - Overcup oak
Quercus macrocarpa - Burr oak
Quercus montana - Chestnut oak
Quercus muehlenbergii - Chinkapin oak
Quercus palustris - Pin oak
Quercus phellos - Willow oak
Quercus rubra - Red oak
Quercus shumardii - Shumard oak
Taxodium distichum - Bald cypress
Tilia americana - American basswood
Tilia cordata - Littleleaf linden
Tilia tomentosa - Silver linden
Zelkova serrata - Japanese zelkova

- D. Evergreen trees: minimum eight feet to 10 feet height, single leader with no codominant stems, symmetrically branching to the ground, and free of disease and mechanical damage.

***Abies balsamea* – Balsam fir**

Abies concolor - White fir
Chamaecyparis thyoides - Atlantic white cedar
Ilex opaca - American holly
Juniperus virginiana - Eastern redcedar
Picea glauca - White spruce
Picea mariana - Black spruce
Picea pungens - Colorado spruce
Pinus banksiana - Jack pine
Pinus echinata - Shortleaf pine
Pinus resinosa - Red pine
Pinus rigida - Pitch pine
Pinus strobus - White pine
***Pinus sylvestris* – Scotch pine**
Pinus taeda - Loblolly pine
Pinus thunbergii - Japanese black pine

Pinus virginiana - Virginia scrub pine
Thuja spp. - Arborvitae (deer resistant varieties only)

- E. Ornamental/flowering trees: minimum 1 1/4 inches caliper, eight feet to 10 feet height and full branching structure. Trees shall have a single, straight trunk and unpruned central leader free of codominant stems within the lower half of the crown, and shall be free of disease and mechanical damage. Clump, shrub and multi stem forms shall be permitted at a minimum height of eight feet to 10 feet and a minimum root ball diameter of 28 inches to 32 inches.

Acer griseum - Paperbark maple
Acer pennsylvanicum - Striped maple
Amelanchier arborea - Downy serviceberry
Amelanchier canadensis - Serviceberry
Amelanchier laevis - Allegheny serviceberry
Asimina triloba - Common pawpaw
Betula lenta - Sweet birch
Betula nigra - River birch
Betula papyrifera - Paper birch
Betula populifolia - Gray birch
Carpinus caroliniana - American hornbeam
Cercis canadensis - Eastern redbud
Chionanthus virginicus - Fringetree
Cornus florida - Flowering dogwood
Cornus kousa - Kousa dogwood
Cornus mas - Cornelian cherry
Cornus x 'Rutban' - Aurora dogwood
Cotinus coggyria - "Smoke Tree"
Crataegus crusgalli var. *inermis* - Thornless cockspur hawthorn*
Crataegus phaenopyrum - Washington hawthorn*
Crataegus viridis 'Winter King' - Winter king hawthorn*
Diospyros virginiana - Common persimmon
Halesia carolina - Carolina silverbell
Larix laricina - American larch
Magnolia tripetala - Umbrella magnolia
Magnolia virginiana - Sweetbay magnolia
Magnolia x soulangeana - Saucer magnolia
Malus spp. - 'Adirondack,' 'Prairifire,' or 'Professor Sprenger'*
Oxydendrum arboreum - Sourwood
Prunus spp. - 'Autumnalis,' 'Kwanzan,' 'Okame,' or 'Yoshino'*
Ptelea trifoliata - Wafer-ash
Sassafras albidum - Common sassafras
Styrax japonicas - Japanese snowbell
Syringa reticulata - 'Ivory Silk' or 'Summer Snow'
Tilia cordata 'Halka'
Taxodium distichum - Baldcypress
* Other disease-resistant varieties permitted.

- F. Deciduous shrubs: minimum acceptable container classes #5, #7, #10, with a thirty-inch minimum height, symmetrically branched to the ground, and free of disease and mechanical damage.

Aesculus parviflora - Bottlebrush buckeye
Alnus rugosa - Speckled alder

Alnus serrulata - Smooth alder
Aronia arbutifolia - Red chokecherry
Aronia melanocarpa - Black chokecherry
Callicarpa americana - American beautyberry
Calycanthus florida - Sweetshrub
Castanea pumila - Allgheny chinquapin
Ceanothus americanus - New Jersey tea
Cephalanthus occidentalis - Buttonbush
Clethra alnifolia - Summersweet clethra
Comptonia peregrina - Sweetfern
Cornus amomum - Silky dogwood
Cornus racemosa - Gray dogwood
Cornus sericea - Redosier dogwood
Corylus americana - American filbert
Cotinus obovatus - American smoke tree
Deutzia spp. – Deutzia
Euonymus americanus - Strawberrybush
Fothergilla gardenii - Dwarf fothergilla
Fothergilla major - Large fothergilla
Hamamelis vernalis - Spring witch hazel
Hamamelis virginiana - Common witch hazel
Hydrangea arborescens - Smoothleaf hydrangea
Hydrangea quercifolia - Oakleaf hydrangea
Hypericum prolificum - Shrubby St. John's wort
Ilex verticillata - Winterberry holly
Itea virginica - Virginia sweetspire
Leucothoe racemosa - Sweetbells leucothoe
Lindera benzoin - Spicebush
Myrica pennsylvanica - Northern bayberry
Physocarpus opulifolius - Eastern ninebark
Rhododendron spp. - Native deciduous azalea and rhododendron varieties
Rhus glabra - Smooth sumac
Rosa carolina - Carolina rose
Rosa palustris - Swamp rose
Rosa virginiana - Virginia rose
Salix discolor - Pussy willow
Sambucus canadensis - Elderberry
Spiraea japonica 'Anthony Waterer' - Anthony Waterer spiraea
Spiraea x vanhouttei - Vanhoutte spiraea
Styrax americanus - American snowbell
Symphoricarpos albus - Snowberry
Symphoricarpos orbiculatus – Coralberry
Viburnum acerifolium - Mapleleaf viburnum
Viburnum carlesii - Koreanspice viburnum
Viburnum cassinoides - Witherod viburnum
Viburnum dentatum - Arrowwood viburnum
Viburnum lentago - Nannyberry viburnum
Viburnum prunifolium - Blackhaw viburnum
Viburnum trilobum - American cranberrybush viburnum

G. Evergreen shrubs: minimum acceptable container classes #5, #7, #10, with a twenty-four-inch minimum height and eighteen-inch minimum spread, symmetrically branched to the ground, and

free of disease and mechanical damage. Spreading evergreen shrub forms shall be permitted at a minimum twenty-four-inch spread and in minimum acceptable container classes #5, #7, and #10.

Ilex spp. – Japanese holly and other evergreen shrub hollies

Ilex glabra - Inkberry holly

Juniperus spp. - Juniper

Kalmia spp.

Leucothoe spp.

Mahonia aquifolium – Oregon grape

Pieris spp.

Prunus laurocerasus – Cherry laurel

Rhododendron spp. - Native evergreen azalea and rhododendron varieties

Taxus spp.

Viburnum spp. – Evergreen Viburnums

H. Ground cover plants:

- (1) Heavily rooted herbaceous plants provided in minimum four-inch pots and spaced at a maximum of 12 inches on center, and free of disease and mechanical damage.

Ajuga spp. - Bugleweed

Asarum canadense - Wild ginger

Carex pensylvanica – Pennsylvania sedge

Chrysogonum virginianum – Green-and-gold

Dennstaedtia punctolobula – Eastern hay-scented fern

Hemerocallis hybrids – Daylilies (non-invasive species only)

Heuchera spp. – Coral bells

Liriope muscari – Liriope

Liriope spicata - Lily turf

Pachysandra procumbens - Alleghany pachysandra

Phlox stolonifera – Creeping phlox

Potentilla canadensis – Dwarf cinquefoil

Sedum ternatum – Wild stonecrop

Tiarella cordifolia – Heartleaf foamflower

- (2) Woody ground cover plants to be provided in minimum two-gallon containers with a minimum 15 inches spread. Plants shall be spaced at a maximum of 36 inches on center, and shall be free of disease and mechanical damage.

Arctostaphylos uva-ursi – Bearberry

Comptonia peregrina – Sweetfern

Deutzia gracilis 'Nikko' – Nikko deutzia

Itea virginica 'Sprich' – Little Henry Virginia sweetspire

Juniperus horizontalis - Creeping juniper

Parthenocissus quinquefolia – Virginia creeper

Paxistima canbyi – Mountain lover

Rhus aromatica 'Gro Low'

Xanthorhiza simplicissima – Yellowroot

- (3) Basin floor coverings:
Grass: PennDOT Formula "L" modified seed or other naturalized mix
Naturalized seed mix

Wildflower sod

§ 205-57. through § 205-63.

Section 205 SUBDIVISION AND LAND DEVELOPMENT

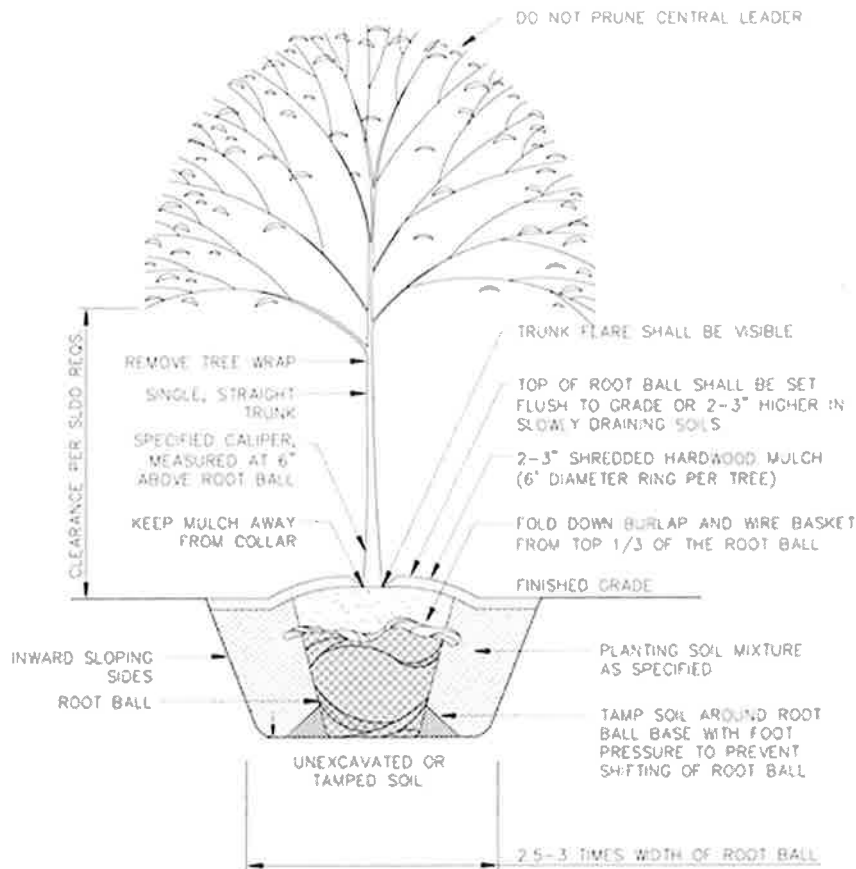
Appendix C Planting Standards and Guidelines

A. Plant material shall be shown on the plans in accordance with the following standards:

- (1) All plant material shall meet or exceed the sizing, grading, quality and other standards specified in the latest edition of the American Standard for Nursery Stock (ANSI Z60.1) and the height, spread and/or caliper requirements for trees and shrubs listed in §205-56, Recommended Plant List. Stock furnished shall be a fair average of the minimum sizes specified or of the range given in the most recent edition of the American Standard for Nursery Stock.
- (2) All plants shall be typical of their species or variety; they shall have normal, well-developed branches and vigorous fibrous root systems and shall be free of insect and disease problems. Balled and burlapped trees shall be properly dug with firm, natural balls of soil retaining as many fibrous roots as possible. Burlap and bindings shall be comprised of natural materials and shall be biodegradable. Container stock shall have a well-established root system reaching the sides of the container to maintain a firm ball when the container is removed, but shall not have excessive root growth encircling the inside of the container.
- (3) Plants shall be measured as they stand in their natural position. Nursery-grown trees of four-inch caliper and less shall be measured at six inches above ground level; nursery-grown trees of greater than four-inch caliper shall be measured 12 inches above ground level in accordance with American Standard for Nursery Stock (ANSI Z60.1).
- (4) All plants shall be nursery-grown unless otherwise stated; they shall have been grown under the same climate conditions as the subject site for at least two years prior to date of planting. All plants which are found unsuitable in growth or condition or which are not true to name shall be removed and replaced with acceptable plants.
- (5) Plant material shall be pruned in accordance with ANSI A300 pruning standards. Trees shall have one central leader unless a different form is specified in the plans. Pruning at the time of planting shall be limited to the removal of dead, damaged, diseased or crossing branches and sucker growth, to meet limb height requirements, or to preserve the natural character and shape of the tree. Central leaders shall not be pruned.
- (6) Should plant substitutions be required, all proposed substitutions shall be submitted in writing to the Township Landscape Architect for review and approval prior to planting.
- (7) Preparation of Plants: All precautions customary in good trade practice shall be taken in preparing plants for moving.
- (8) All trees shall be mulched two inches to three inches in depth within three days of planting with licorice root or undyed aged wood mulch. Mulch shall not be applied to the trunks of trees or to the trunks or branches of shrubs. "Volcano mulching" shall not be permitted.
- (9) Staking of trees shall not be required, and is recommended only where site conditions or conditions of the tree are such that the tree is anticipated to be unstable. In no instance shall stabilization methods be used to compensate for improperly dug or poor quality plant

material. All staking and guying materials shall be removed prior to the end of the maintenance period.

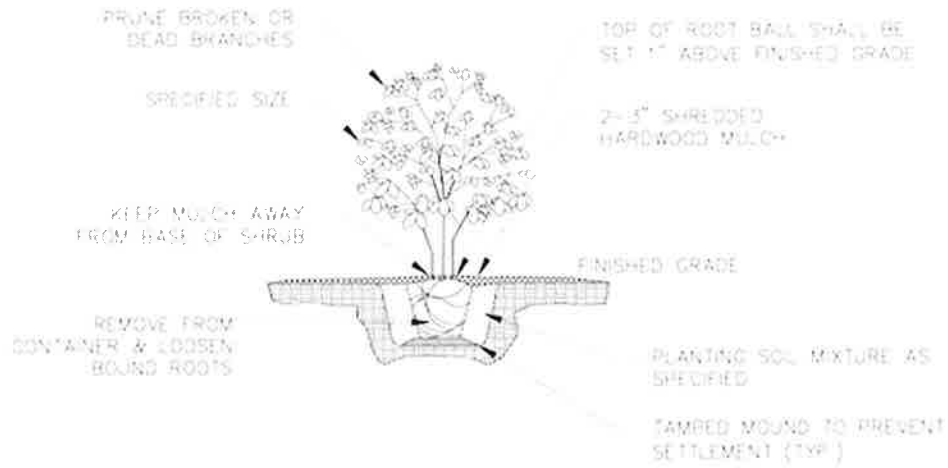
- (10) Removal of all planting debris is required. The property must be left in a neat and orderly condition in accordance with good and accepted planting practices.
- (11) All plant material shall be guaranteed for 18 months from the day of final approval of the landscape installation by the Board of Supervisors. Any plant material 25% or more of which is dead shall be considered dead. A tree shall be considered dead when the main leader has died or 25% of the crown is dead. Any dead plant material shall be replaced and installed according to the approved planting practices.
- (12) Tree wrap shall be used only when necessary for the protection of thin and/or smooth-barked trees from sunscald or frost cracks. Tree wrap shall be light in color and completely biodegradable. Tree wrap shall be removed prior to the end of the maintenance period.



1

TREE PLANTING DETAIL

NOT TO SCALE



2

SHRUB PLANTING AND SHRUB BED PREPARATION

NOT TO SCALE

Township of Montgomery

Table 1

Softening and Screen Buffer Requirements

Adjacent Land Use

Proposed Land Use		Residential	Commercial	Industrial	Institutional	Agriculture	Recreation/ Open Space	Utilities, Transportation & Communications
	Residential	No	Screen	Screen	Screen	No	No	Screen
	Commercial	Screen	No	Softening	Softening	No	Softening	Softening
	Industrial	Screen	Softening	No	Softening	No	Screen	No
	Institutional	Screen	Softening	Softening	No	No	Softening	Softening
	Agriculture	No	No	No	No	No	No	No
	Recreation/Open Space	No	Softening	Screen	Softening	No	No	Softening
	Utilities, Transportation & Communications	Screen	Softening	No	Softening	No	Softening	No

II. Severability.

The terms, conditions and provisions of this Chapter are hereby declared to be severable, and should any portion, part or provision of this Chapter be found by a court of competent jurisdiction to be invalid, unenforceable or unconstitutional, the Montgomery Township Board of Supervisors hereby declares its intent that the Chapter shall have been repealed without regard to the invalid, unenforceable, or unconstitutional portion, part or provision of this Chapter.

III. Repealer.

Any and all other Ordinances or parts of Ordinances in conflict with the terms, conditions and provisions of this Ordinance are hereby repealed to the extent of such irreconcilable conflict.

IV. Effective Date.

This Ordinance shall be effective immediately enactment.

ORDAINED AND ENACTED by the Board of Supervisors of Montgomery Township on this _____ day of _____, 2021.

Attest:

**MONTGOMERY TOWNSHIP
BOARD OF SUPERVISORS**

Carolyn McCreary, Secretary

Tanya C. Bamford, Chair

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # **11.**

SUBJECT:	Consider Applications for 2021 Tree City USA Recertification and Growth Award
MEETING DATE:	December 13, 2021
BOARD LIAISON:	Beth Staab, Supervisor
INITIATED BY:	Bruce Shoupe, Director of Planning & Zoning

BACKGROUND:

The Tree City USA® program, sponsored by the Arbor Day Foundation in cooperation with the USDA Forest Service and the National Association of State Foresters gives national recognition for urban and community forestry programs in towns and cities that meet the following four standards: A Tree Board or department, a Tree Care Ordinance, a Community Forestry Program with an annual budget of at least \$2 per capita, and an Arbor Day Observance and Proclamation.

The application process is to be completed online at Arborday.org. Attached is the Application Signature Page and the 2021 STC Annual Work Plan. Montgomery Township has received the Tree City recognition for the last twenty-four years and has received the Growth Award for twenty of those years.

RECOMMENDATION:

Approve application for submittal as done in previous years.

MOTION/RESOLUTION:

Motion to approve the applications for Montgomery Township to receive the 2021 Tree City USA Recertification and 2020 Growth Award.

- 1) Motion by: _____ Second by: _____
- 2) Chair will ask for public comment.
- 3) Chair will call for a vote.



2021 Tree City USA

Application for Certification

The Tree City USA award is in recognition of work completed by the community during the 2021 calendar year.

Primary Contact

Contact Name Marianne McConnell

Email Address: mmccconnell@montgomerytwp.org

Phone Number: (215) 393-6920

Address: 1001 Stump Road
Montgomeryville, PA 18936

Montgomery Township, Pennsylvania Community Information

Select Which Best Describes Your Community: Community has both a Tree Board and a Department Chair/City Manager

Ordinance Date: Oct 31, 1995

[Ordinance Uploaded](#)

Per Capita Expenditure: 2.89

Arbor Day Date: Apr 24, 2021

[Proclamation Uploaded](#)

As Mayor or Equivalent of the Community of Montgomery Township

Mayor or Equivalent Signature

Title

Date

Application Certification

To Be Completed By The State Forester:

Montgomery Township

The above named community has made formal application to this office. I am pleased to advise you that we reviewed the application and have concluded that, based on the information contained herein, said community is eligible to be certified as a Tree City USA community, for the 2021 calendar year, having in my opinion met the four standards required for recognition.

State Forester Signature

Title

Date

MONTGOMERY TOWNSHIP SHADE TREE COMMISSION 2021 ANNUAL WORK PLAN

Arbor Day 2021– This year, the Annual Arbor Day Tree Give-Away was held on Saturday, April 24th, 2021 at the Montgomery Township Building Gazebo Park. The day's events included the reading of the Arbor Day Proclamation, the distribution of 200 free native shade and ornamental trees to residents, and the presentation of the 2020 Tree City USA Certification and Growth Award to Montgomery Township. Township staff, Landscape Architect, and several volunteers were on hand to provide tree selection, care, and maintenance advice to our residents. The trees cost \$2,323.50.

Basin Naturalization Program – Reassessments were completed on 17 basins that were previously assessed in 2015 and 2016. Overall, most basins have progressed nicely. Biggest problem was blocked access to structures and suggested adding riprap to some of these basins. This project was completed at a cost of \$10,710.00.

2021 Planting Projects:

Okame Cherry Trees - Phase II of the Okame Cherry tree project was completed. The removal of (15) dead Okame Cherry trees and the pruning of (35) Okame Cherry trees and (7) pine trees along Doylestown Road was completed in 2020. These trees were planted by the Commission almost twenty years ago. This year, the removed trees were replaced and additional Okame Cherry trees were installed as well along Doylestown Rd. (32) trees were installed at a cost of \$12,640.00.

Replacement Shade Trees / Basins & Open Space Areas – (25) 2 ½ inch caliper Shade trees were installed along basins and within open space areas throughout the Township. These trees replaced previously removed Ash trees that were affected by the Emerald Ash Borer. This project was completed at a cost of \$10,375.00.

Copper Beech Tree – An 8-inch caliper, 20-foot tall Copper Beech tree was selected and installed at the Community and Recreation Center to commemorate the Township's 300th Anniversary. This project was completed at a cost of \$5,000.00.

2021 Community Forestry Workshop - Montgomery Township and Bartlett Tree Experts hosted our annual Workshop on November 5th of this year. Due to Covid-19, masks, social distancing and sanitation measures were provided. The full day event was held at the Community Center with 30 attendees, speakers, and staff. PA Pesticide, ISA, and PLNA PCH credits were approved and made available for all attendees.

Montgomery Township - Additional Projects / Achievements

Montgomery Township received recertification for Tree City USA for the 24th year and received the Growth Award for the 20th year for our commitment and dedication to providing a sound community forestry program.

Montgomery Township submitted an application to the Dept. of Environmental Protection (DEP) in May of 2021 in order to receive its claim of an Air Pollution Penalty Collected by the DEP to resolve documented air pollution violations against a business within the municipality. Under Act 57, Montgomery Township has the right to submit a project proposal to DEP in order to receive 25% of the penalty amount. In this case, \$33,771.16. In order to qualify, the proposed projects must be intended to eliminate or reduce air pollution, or be for parks, recreation projects, trails or open space. The application submitted included two projects: Installation of 29 trees and shrubs along the trails and around the benches at Memorial Grove and a Solar Energy project at the Township's Community and Recreation Center.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 12.

SUBJECT: Consider Construction Escrow Release 1 – Montgomery Realty Association, LLC - LDS 701
MEETING DATE: December 13, 2021
BOARD LIAISON: Tanya C. Bamford, Chair
INITIATED BY: Bruce Shoupe, Director of Planning and Zoning

BACKGROUND:

Attached is a construction escrow release requested by Montgomery Realty Association, LLC as recommended by the Township Engineer.

The original amount of the escrow was \$750,643.58, held as Cash with the Township. This is the first release for this project and is in the amount of \$15,302.50. The new balance would be \$735,341.08.

BUDGET IMPACT: None.

RECOMMENDATION: That this construction escrow be released.

MOTION/RESOLUTION:

Motion to authorize a construction escrow release in the amount of \$15,302.50 as recommended by the Township Engineer for Montgomery Realty Association, LLC.

- 1) Motion by: _____ Second by: _____
- 2) Chair will call for public comment.
- 3) Chair will call for a vote.



December 1, 2021

File No. 2012-10063-01

Carolyn McCreary, Manager
Montgomery Township
1001 Stump Road
Montgomeryville, PA 18936-9605

Reference: Montgomeryville Realty Association, LLC - LD/S#701
740 Bethlehem Pike
Escrow Release 1

Dear Carolyn:

We have received and reviewed the Request for Escrow Release for the above-referenced project. This letter is to certify that the improvements noted on the enclosed escrow summary in the amount of **\$15,302.50** have been completed. Please find enclosed a copy of our escrow calculations and the application for release of funds for your use.

Please be advised that these improvements will be subject to a final inspection prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected by the developer.

Should you have any further questions or require any additional information, please do not hesitate to contact our office.

Sincerely,

Geoffrey J. Attanasio, P.E.
Senior Project Manager
Gilmore & Associates, Inc.

GJA/JPD

Enclosure: Release of Escrow Form & Summary of Improvement Escrow Account (12/01/2021), Applicant's Request (11/16/ 2021)

cc: Bruce S. Shoupe, Director of Planning and Zoning
Marianne McConnell, Deputy Zoning Officer – Montgomery Township
Mary Gambino, Project Coordinator - Montgomery Township
Sean Kilkenny, Esq., Solicitor – Kilkenny Law
Steve Muchnick – Montgomeryville Realty Association
Brian Ward – Mid Atlantic Construction, Inc.
Ed Paludi – Mid Atlantic Construction, Inc.
Mike Van Saun – Mid Atlantic Construction, Inc.
James Dougherty, PE – Gilmore & Associates, Inc.
Judith Stern Goldstein, ASLA, R.L.A. – Gilmore & Associates, Inc.
Damon Drummond, PE, PTOE – Gilmore & Associates, Inc.
Brian Dusault, Construction Services Manager - Gilmore & Associates, Inc.

65 East Butler Avenue | Suite 100 | New Britain, PA 18901 | Phone: 215-345-4330 | Fax: 215-345-8606



ESCROW RELEASE NO.: 1

DATE PREPARED: 1-Dec-2021

PROJECT NAME: 740 Bethlehem Pike	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00	MONTGOMERY TOWNSHIP
DEVELOPER: Montgomeryville Realty Associates, LLC	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-701
ESCROW AGENT:		G&A PROJECT NO.: 2012-10063-01
TYPE OF SECURITY:	MAINTENANCE BOND AMOUNT (15%): \$ 102,360.49	AGREEMENT DATE:

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$ 682,403.25	\$ 15,302.50	\$ -	\$ 15,302.50	\$ 667,100.75
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yyyy - \$x,xxx.xx)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 68,240.33	\$ -	\$ -	\$ -	\$ 68,240.33
TOTAL	\$ 750,643.58	\$ 15,302.50	\$ -	\$ 15,302.50	\$ 735,341.08

CONSTRUCTION ITEMS					UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)			
									QTY	COST	QTY	COST	QTY	COST	QTY	COST		
A. SOIL EROSION AND SEDIMENT CONTROL																		
1.	Construction Entrance	EA	1	\$	3,500.00	\$	3,500.00	1.00	\$	3,500.00	\$	-	1.00	\$	3,500.00	\$	-	
2.	12 inch Filter Sock	LF	650	\$	8.50	\$	5,525.00	650.00	\$	5,525.00	\$	-	650.00	\$	5,525.00	\$	-	
3.	18 inch Filter Sock	LF	558	\$	9.50	\$	5,301.00	558.00	\$	5,301.00	\$	-	558.00	\$	5,301.00	\$	-	
4.	24 inch Filter Sock	LF	93	\$	10.50	\$	976.50	93.00	\$	976.50	\$	-	93.00	\$	976.50	\$	-	
5.	Stone Inlet Protection	EA	1	\$	850.00	\$	850.00		\$	-	\$	-		\$	-	1.00	\$	850.00
6.	Filter Bag Inlet Protection	EA	3	\$	150.00	\$	450.00		\$	-	\$	-		\$	-	3.00	\$	450.00
7.	NAG S75 Erosion Control Matting	SF	4,395	\$	0.25	\$	1,098.75		\$	-	\$	-		\$	-	4,395.00	\$	1,098.75
8.	Remove E&S Measures	LS	1	\$	1,750.00	\$	1,750.00		\$	-	\$	-		\$	-	1.00	\$	1,750.00
B. EARTHWORK																		
1.	Site Grading	LS	1	\$	5,000.00	\$	5,000.00		\$	-	\$	-		\$	-	1.00	\$	5,000.00
2.	Retaining Wall (Vilsmeier)	SF	300	\$	40.00	\$	12,000.00		\$	-	\$	-		\$	-	300.00	\$	12,000.00
3.	Retaining Wall (side yard)	SF	800	\$	40.00	\$	32,000.00		\$	-	\$	-		\$	-	800.00	\$	32,000.00
4.	Fall Protection Guard (side yard)	LF	150	\$	40.00	\$	6,000.00		\$	-	\$	-		\$	-	150.00	\$	6,000.00
C. STORMWATER																		
1.	6 in. Perforated PVC	LF	244	\$	12.00	\$	2,928.00		\$	-	\$	-		\$	-	244.00	\$	2,928.00
2.	8 in. PVC	LF	155	\$	16.00	\$	2,480.00		\$	-	\$	-		\$	-	155.00	\$	2,480.00
3.	15 in. HDPE	LF	632	\$	38.00	\$	24,016.00		\$	-	\$	-		\$	-	632.00	\$	24,016.00
4.	Type M Inlet	EA	2	\$	2,000.00	\$	4,000.00		\$	-	\$	-		\$	-	2.00	\$	4,000.00
5.	Outlet Structure - Type 4 Box w/ M Top (#B1)	EA	1	\$	3,500.00	\$	3,500.00		\$	-	\$	-		\$	-	1.00	\$	3,500.00
6.	Outlet Structure - Type 4 Box w/ MH Top (#A3.1)	EA	1	\$	3,500.00	\$	3,500.00		\$	-	\$	-		\$	-	1.00	\$	3,500.00
7.	Type C Inlet	EA	2	\$	2,500.00	\$	5,000.00		\$	-	\$	-		\$	-	2.00	\$	5,000.00
8.	Storm Manhole	EA	2	\$	3,500.00	\$	7,000.00		\$	-	\$	-		\$	-	2.00	\$	7,000.00
9.	Underground Detention Basin	LS	1	\$	30,000.00	\$	30,000.00		\$	-	\$	-		\$	-	1.00	\$	30,000.00
10.	Detention Basin	LS	1	\$	25,000.00	\$	25,000.00		\$	-	\$	-		\$	-	1.00	\$	25,000.00
11.	Soil Amendments	SY	1,810	\$	1.50	\$	2,715.00		\$	-	\$	-		\$	-	1,810.00	\$	2,715.00
12.	Flared End Section	EA	1	\$	1,500.00	\$	1,500.00		\$	-	\$	-		\$	-	1.00	\$	1,500.00
13.	Rip Rap	SF	36	\$	8.00	\$	288.00		\$	-	\$	-		\$	-	36.00	\$	288.00
14.	Level Spreader	EA	1	\$	850.00	\$	850.00		\$	-	\$	-		\$	-	1.00	\$	850.00
15.	Post & Rail Fence	LF	362	\$	15.00	\$	5,430.00		\$	-	\$	-		\$	-	362.00	\$	5,430.00
D. SITE IMPROVEMENTS																		
1.	Concrete Curb, inc. curb line sealing	LF	1,620	\$	18.00	\$	29,160.00		\$	-	\$	-		\$	-	1,620.00	\$	29,160.00
2.	1.5 in. 9.5mm Wearing Course	SY	5,020	\$	9.00	\$	45,180.00		\$	-	\$	-		\$	-	5,020.00	\$	45,180.00
3.	2.5 in. 25mm Binder Course	SY	5,020	\$	15.00	\$	75,300.00		\$	-	\$	-		\$	-	5,020.00	\$	75,300.00
4.	6 in. 2A Subbase	SY	5,020	\$	11.25	\$	56,475.00		\$	-	\$	-		\$	-	5,020.00	\$	56,475.00
5.	Concrete Wheel Stop	EA	24	\$	200.00	\$	4,800.00		\$	-	\$	-		\$	-	24.00	\$	4,800.00
6.	Concrete Pad (4,000 psi w/ fiber), inc. 6 inch 2A	SY	179	\$	100.00	\$	17,900.00		\$	-	\$	-		\$	-	179.00	\$	17,900.00
7.	Concrete Sidewalk (4,000 psi w/ fiber), inc. 4 inch 2A	SF	3,343	\$	9.00	\$	30,087.00		\$	-	\$	-		\$	-	3,343.00	\$	30,087.00
8.	PennDOT Compliant Ramp, inc. DWS	EA	2	\$	2,500.00	\$	5,000.00		\$	-	\$	-		\$	-	2.00	\$	5,000.00
9.	Bollards w/ ADA signs	EA	24	\$	800.00	\$	19,200.00		\$	-	\$	-		\$	-	24.00	\$	19,200.00



ESCROW RELEASE NO.: 1

DATE PREPARED: 1-Dec-2021

PROJECT NAME: 740 Bethlehem Pike
DEVELOPER: Montgomeryville Realty Associates, LLC
ESCROW AGENT:
TYPE OF SECURITY:
TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00
TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00
MAINTENANCE BOND AMOUNT (15%): \$ 102,360.49
MONTGOMERY TOWNSHIP
TOWNSHIP NO.: LDS-701
G&A PROJECT NO.: 2012-10063-01
AGREEMENT DATE:

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$ 682,403.25	\$ 15,302.50	\$ -	\$ 15,302.50	\$ 667,100.75
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yyyy - \$x,xxx.xx)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 68,240.33	\$ -	\$ -	\$ -	\$ 68,240.33
TOTAL	\$ 750,643.58	\$ 15,302.50	\$ -	\$ 15,302.50	\$ 735,341.08

CONSTRUCTION ITEMS	UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)	
					QTY	COST	QTY	COST	QTY	COST	QTY	COST
E. LIGHTING												
1. LED Pole Mounted Light w/Foundation & Shield	EA	12	\$ 3,500.00	\$ 42,000.00		\$ -		\$ -		\$ -	12.00	\$ 42,000.00
2. LED Wall Mounted Light	EA	1	\$ 550.00	\$ 550.00		\$ -		\$ -		\$ -	1.00	\$ 550.00
3. LED Wall Mounted Sconce	EA	9	\$ 1,400.00	\$ 12,600.00		\$ -		\$ -		\$ -	9.00	\$ 12,600.00
4. Underground Electrical Work	LS	1	\$ 1,750.00	\$ 1,750.00		\$ -		\$ -		\$ -	1.00	\$ 1,750.00
F. LANDSCAPING												
Shade Trees												
1. Acer rubrum 'Armstrong'	EA	2	\$ 650.00	\$ 1,300.00		\$ -		\$ -		\$ -	2.00	\$ 1,300.00
2. Carpinus Caroliniana	EA	2	\$ 650.00	\$ 1,300.00		\$ -		\$ -		\$ -	2.00	\$ 1,300.00
3. Liquidambar styraciflua 'Rotundiloba'	EA	13	\$ 650.00	\$ 8,450.00		\$ -		\$ -		\$ -	13.00	\$ 8,450.00
4. Nyssa sylvatica	EA	7	\$ 650.00	\$ 4,550.00		\$ -		\$ -		\$ -	7.00	\$ 4,550.00
5. Quercus bicolor	EA	3	\$ 650.00	\$ 1,950.00		\$ -		\$ -		\$ -	3.00	\$ 1,950.00
Ornamental Trees												
6. Amelanchier laevis	EA	8	\$ 550.00	\$ 4,400.00		\$ -		\$ -		\$ -	8.00	\$ 4,400.00
7. Cornus kousa	EA	8	\$ 550.00	\$ 4,400.00		\$ -		\$ -		\$ -	8.00	\$ 4,400.00
Evergreen Trees												
8. Chamaecyparis nootkatensis 'Pendula'	EA	2	\$ 550.00	\$ 1,100.00		\$ -		\$ -		\$ -	2.00	\$ 1,100.00
9. Picea glauca	EA	14	\$ 550.00	\$ 7,700.00		\$ -		\$ -		\$ -	14.00	\$ 7,700.00
10. Picea abies 'Pendula'	EA	1	\$ 550.00	\$ 550.00		\$ -		\$ -		\$ -	1.00	\$ 550.00
11. Picea pungens	EA	10	\$ 550.00	\$ 5,500.00		\$ -		\$ -		\$ -	10.00	\$ 5,500.00
Evergreen Shrubs												
12. Buxus microphylla 'Winter Gem'	EA	93	\$ 95.00	\$ 8,835.00		\$ -		\$ -		\$ -	93.00	\$ 8,835.00
13. Chamaecyparis obtusa	EA	2	\$ 95.00	\$ 190.00		\$ -		\$ -		\$ -	2.00	\$ 190.00
14. Chamaecyparis pisifera 'Filifera Aurea Nana'	EA	12	\$ 95.00	\$ 1,140.00		\$ -		\$ -		\$ -	12.00	\$ 1,140.00
15. Ilex crenata 'Compacta'	EA	11	\$ 95.00	\$ 1,045.00		\$ -		\$ -		\$ -	11.00	\$ 1,045.00
16. Juniperus chinensis 'Hetzii Columnaris'	EA	11	\$ 95.00	\$ 1,045.00		\$ -		\$ -		\$ -	11.00	\$ 1,045.00
17. Picea pungens 'Glaucia Globosa'	EA	2	\$ 95.00	\$ 190.00		\$ -		\$ -		\$ -	2.00	\$ 190.00
18. Rhododendron x kurume 'Del Val White'	EA	9	\$ 95.00	\$ 855.00		\$ -		\$ -		\$ -	9.00	\$ 855.00
19. Viburnum x rhytidophyllum	EA	11	\$ 95.00	\$ 1,045.00		\$ -		\$ -		\$ -	11.00	\$ 1,045.00
Deciduous Shrubs												
20. Clethra alnifolia	EA	25	\$ 95.00	\$ 2,375.00		\$ -		\$ -		\$ -	25.00	\$ 2,375.00
21. Clethra alnifolia 'Hummingbird'	EA	12	\$ 95.00	\$ 1,140.00		\$ -		\$ -		\$ -	12.00	\$ 1,140.00
22. Cornus sericea Farrow	EA	24	\$ 95.00	\$ 2,280.00		\$ -		\$ -		\$ -	24.00	\$ 2,280.00
23. Cornus sericea 'Kelsey'	EA	11	\$ 95.00	\$ 1,045.00		\$ -		\$ -		\$ -	11.00	\$ 1,045.00
24. Deutzia gracilis 'Nikko'	EA	23	\$ 95.00	\$ 2,185.00		\$ -		\$ -		\$ -	23.00	\$ 2,185.00
25. Hydrangea quercifolia 'Snow Queen'	EA	15	\$ 95.00	\$ 1,425.00		\$ -		\$ -		\$ -	15.00	\$ 1,425.00
26. Itea virginica 'Little Henry'	EA	45	\$ 95.00	\$ 4,275.00		\$ -		\$ -		\$ -	45.00	\$ 4,275.00
27. Ilex verticillata 'Afterglow Winterberry'	EA	17	\$ 95.00	\$ 1,615.00		\$ -		\$ -		\$ -	17.00	\$ 1,615.00
28. Ilex verticillata 'Jim Dandy Winterberry'	EA	5	\$ 95.00	\$ 475.00		\$ -		\$ -		\$ -	5.00	\$ 475.00
29. Viburnum dentatum	EA	7	\$ 95.00	\$ 665.00		\$ -		\$ -		\$ -	7.00	\$ 665.00



ESCROW RELEASE NO.: 1

DATE PREPARED: 1-Dec-2021

PROJECT NAME: 740 Bethlehem Pike	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00	MONTGOMERY TOWNSHIP
DEVELOPER: Montgomeryville Realty Associates, LLC	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-701
ESCROW AGENT:		G&A PROJECT NO.: 2012-10063-01
TYPE OF SECURITY:	MAINTENANCE BOND AMOUNT (15%): \$ 102,360.49	AGREEMENT DATE:

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$ 682,403.25	\$ 15,302.50	\$ -	\$ 15,302.50	\$ 667,100.75
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yyyy - \$x,xxx.xx)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 68,240.33	\$ -	\$ -	\$ -	\$ 68,240.33
TOTAL	\$ 750,643.58	\$ 15,302.50	\$ -	\$ 15,302.50	\$ 735,341.08

CONSTRUCTION ITEMS					UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)		
									QTY	COST	QTY	COST	QTY	COST	QTY	COST	
Ground Cover																	
30.	Juniperus Horizontalis 'Monber'	15 - 18 in. spd.	EA	55	\$	15.00	\$	825.00		\$	-		\$	-	55.00	\$	825.00
31.	Rhus aromatica 'Gro-Low'	15 - 18 in. spd.	EA	83	\$	15.00	\$	1,245.00		\$	-		\$	-	83.00	\$	1,245.00
G. HOP																	
1.	Road Restoration (Full depth cross section along curb)		SY	262	\$	50.00	\$	13,100.00		\$	-		\$	-	262.00	\$	13,100.00
2.	1.5 inch Mill & Overlay		SY	1,074	\$	12.00	\$	12,888.00		\$	-		\$	-	1,074.00	\$	12,888.00
3.	Mountable Curb		LF	40	\$	40.00	\$	1,600.00		\$	-		\$	-	40.00	\$	1,600.00
4.	Concrete Island		SF	78	\$	20.00	\$	1,560.00		\$	-		\$	-	78.00	\$	1,560.00
5.	Modify Inlet		EA	1	\$	2,500.00	\$	2,500.00		\$	-		\$	-	1.00	\$	2,500.00
6.	Striping		LS	1	\$	1,500.00	\$	1,500.00		\$	-		\$	-	1.00	\$	1,500.00
7.	M&PT		LS	1	\$	5,000.00	\$	5,000.00		\$	-		\$	-	1.00	\$	5,000.00
8.	PennDOT Compliant Ramp, inc. DWS		EA	3	\$	2,500.00	\$	7,500.00		\$	-		\$	-	3.00	\$	7,500.00
H. MISCELLANEOUS																	
1.	Trash Enclosure		EA	1	\$	8,000.00	\$	8,000.00		\$	-		\$	-	1.00	\$	8,000.00
2.	Regulatory/Warning Signs		EA	6	\$	250.00	\$	1,500.00		\$	-		\$	-	6.00	\$	1,500.00
3.	Striping		LS	1	\$	6,500.00	\$	6,500.00		\$	-		\$	-	1.00	\$	6,500.00
4.	Construction Stakeout		LS	1	\$	8,000.00	\$	8,000.00		\$	-		\$	-	1.00	\$	8,000.00
5.	As-Built Plans		LS	1	\$	5,000.00	\$	5,000.00		\$	-		\$	-	1.00	\$	5,000.00
I. ANNUAL CONSTRUCTION COST INCREASE PER PA MPC \$509(h)																	
1.	10% Annual Construction Cost Increase (Balance as of mm/dd/yyyy - \$x,xxx.xx)		LS	1	\$	-	\$	-		\$	-		\$	-	1.00	\$	-
J. CONTINGENCY																	
1.	10% Contingency (Released upon certification of completion and receipt of Maintenance Bond)		LS	1	\$	68,240.33	\$	68,240.33		\$	-		\$	-	1.00	\$	68,240.33

NOTES:

2020-03-11
2021-08-26

Initial construction cost issued for Land Development Agreement.
Construction cost revised to current unit costs.

RELEASE OF ESCROW FORM

James P. Dougherty, P.E.
Senior Project Manager
Gilmore & Associates, Inc.
65 East Butler Avenue, Suite 100
New Britain, PA 18901
215-345-4330

Date: 11/16/2021

Development: 740 Bethlehem Pike - LDS-701

G&A Project #: 2012-10063-01

Release #: 1

Dear Mr. Dougherty:

This is an escrow release request in the amount of \$15,302.50. Enclosed is a copy of our escrow spreadsheet with the quantities noted.

ESCROW RELEASE REQUESTS ARE LIMITED TO ONE PER MONTH.

Ms. Carolyn McCreary
Township Manager
Montgomery Township
1001 Stump Road
Montgomeryville, PA 18936

Date: 12/01/2021

Dear Ms. McCreary:

We have reviewed the developer's request for an escrow release. We therefore, recommend that \$15,302.50 be released. These improvements will be subject to a final observation prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected by the developer.



James P. Dougherty, P.E., Senior Project Manager, Gilmore & Associates, Inc.

Resolution # _____

WHEREAS, a request for release of escrow was received from Montgomeryville Realty Associates, LLC for 740 Bethlehem Pike - LDS-701, in the amount of \$15,302.50, on the representation that work set forth in the Land Development Agreement to the extent has been completed and; WHEREAS, said request has been reviewed by the Township Engineer who recommends release of \$15,302.50; NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we do hereby authorize release of \$15,302.50; in accordance with the developer's request, and the officers of the Township are authorized to take the necessary action to obtain release of said sum contingent upon payment of any and all outstanding bills. BE IT FURTHER RESOLVED that Township records indicate that escrow has been deposited via 0 with Montgomery Township in total sum of \$750,643.58 pursuant to a signed Land Development Agreement and that \$0.00 has previously been released from escrow. Therefore, the action of the Board releasing said sum leaves a new balance of \$735,341.08 in escrow.

MOTION BY: _____

VOTE: _____

SECOND BY: _____

DATED: _____

RELEASED BY: _____

Department Director

Developer Request #1

SUMMARY OF ESCROW ACCOUNT

DATE PREPARED: 26-Aug-2021

PROJECT NAME: 744 Bethlehem Pike	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00	MONTGOMERY TOWNSHIP
DEVELOPER: Montgomeryville Realty Associates, LLC	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-701
ESCROW AGENT:		G&A PROJECT NO.: 2012-10063-01
TYPE OF SECURITY:	MAINTENANCE BOND AMOUNT (15%): \$ 102,360.49	AGREEMENT DATE:

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$ 682,403.25	\$ 15,302.50	\$ -	\$ 15,302.50	\$ 667,100.75
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yyyy - \$x,xxx.xx)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 68,240.33	\$ -	\$ -	\$ -	\$ 68,240.33
TOTAL	\$ 750,643.58	\$ 15,302.50	\$ -	\$ 15,302.50	\$ 735,341.08

CONSTRUCTION ITEMS					UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)				
									QTY	COST	QTY	COST	QTY	COST	QTY	COST			
A. SOIL EROSION AND SEDIMENT CONTROL																			
1.	Construction Entrance	EA	1	\$	3,500.00	\$	3,500.00	1.00	\$	3,500.00		\$	-	1.00	\$	3,500.00	\$	-	
2.	12 inch Filter Sock	LF	650	\$	8.50	\$	5,525.00	650.00	\$	5,525.00		\$	-	650.00	\$	5,525.00	\$	-	
3.	18 inch Filter Sock	LF	558	\$	9.50	\$	5,301.00	558.00	\$	5,301.00		\$	-	558.00	\$	5,301.00	\$	-	
4.	24 inch Filter Sock	LF	93	\$	10.50	\$	976.50	93.00	\$	976.50		\$	-	93.00	\$	976.50	\$	-	
5.	Stone Inlet Protection	EA	1	\$	850.00	\$	850.00		\$	-		\$	-		\$	-	1.00	\$	850.00
6.	Filter Bag Inlet Protection	EA	3	\$	150.00	\$	450.00		\$	-		\$	-		\$	-	3.00	\$	450.00
7.	NAG S75 Erosion Control Matting	SF	4,395	\$	0.25	\$	1,098.75		\$	-		\$	-		\$	-	4,395.00	\$	1,098.75
8.	Remove E&S Measures	LS	1	\$	1,750.00	\$	1,750.00		\$	-		\$	-		\$	-	1.00	\$	1,750.00
B. EARTHWORK																			
1.	Site Grading	LS	1	\$	5,000.00	\$	5,000.00		\$	-		\$	-		\$	-	1.00	\$	5,000.00
2.	Retaining Wall (Vilsmeier)	SF	300	\$	40.00	\$	12,000.00		\$	-		\$	-		\$	-	300.00	\$	12,000.00
3.	Retaining Wall (side yard)	SF	800	\$	40.00	\$	32,000.00		\$	-		\$	-		\$	-	800.00	\$	32,000.00
4.	Fall Protection Guard (side yard)	LF	150	\$	40.00	\$	6,000.00		\$	-		\$	-		\$	-	150.00	\$	6,000.00
C. STORMWATER																			
1.	6 in. Perforated PVC	LF	244	\$	12.00	\$	2,928.00		\$	-		\$	-		\$	-	244.00	\$	2,928.00
2.	8 in. PVC	LF	155	\$	16.00	\$	2,480.00		\$	-		\$	-		\$	-	155.00	\$	2,480.00
3.	15 in. HDPE	LF	632	\$	38.00	\$	24,016.00		\$	-		\$	-		\$	-	632.00	\$	24,016.00
4.	Type M Inlet	EA	2	\$	2,000.00	\$	4,000.00		\$	-		\$	-		\$	-	2.00	\$	4,000.00
5.	Outlet Structure - Type 4 Box w/ M Top (#B1)	EA	1	\$	3,500.00	\$	3,500.00		\$	-		\$	-		\$	-	1.00	\$	3,500.00
6.	Outlet Structure - Type 4 Box w/ MH Top (#A3.1)	EA	1	\$	3,500.00	\$	3,500.00		\$	-		\$	-		\$	-	1.00	\$	3,500.00
7.	Type C Inlet	EA	2	\$	2,500.00	\$	5,000.00		\$	-		\$	-		\$	-	2.00	\$	5,000.00
8.	Storm Manhole	EA	2	\$	3,500.00	\$	7,000.00		\$	-		\$	-		\$	-	2.00	\$	7,000.00
9.	Underground Detention Basin	LS	1	\$	30,000.00	\$	30,000.00		\$	-		\$	-		\$	-	1.00	\$	30,000.00
10.	Detention Basin	LS	1	\$	25,000.00	\$	25,000.00		\$	-		\$	-		\$	-	1.00	\$	25,000.00
11.	Soil Amendments	SY	1,810	\$	1.50	\$	2,715.00		\$	-		\$	-		\$	-	1,810.00	\$	2,715.00
12.	Flared End Section	EA	1	\$	1,500.00	\$	1,500.00		\$	-		\$	-		\$	-	1.00	\$	1,500.00
13.	Rip Rap	SF	36	\$	8.00	\$	288.00		\$	-		\$	-		\$	-	36.00	\$	288.00
14.	Level Spreader	EA	1	\$	850.00	\$	850.00		\$	-		\$	-		\$	-	1.00	\$	850.00
15.	Post & Rail Fence	LF	362	\$	15.00	\$	5,430.00		\$	-		\$	-		\$	-	362.00	\$	5,430.00
D. SITE IMPROVEMENTS																			
1.	Concrete Curb, inc. curb line sealing	LF	1,620	\$	18.00	\$	29,160.00		\$	-		\$	-		\$	-	1,620.00	\$	29,160.00
2.	1.5 in. 9.5mm Wearing Course	SY	5,020	\$	9.00	\$	45,180.00		\$	-		\$	-		\$	-	5,020.00	\$	45,180.00
3.	2.5 in. 25mm Binder Course	SY	5,020	\$	15.00	\$	75,300.00		\$	-		\$	-		\$	-	5,020.00	\$	75,300.00
4.	6 in. 2A Subbase	SY	5,020	\$	11.25	\$	56,475.00		\$	-		\$	-		\$	-	5,020.00	\$	56,475.00
5.	Concrete Wheel Stop	EA	24	\$	200.00	\$	4,800.00		\$	-		\$	-		\$	-	24.00	\$	4,800.00
6.	Concrete Pad (4,000 psi w/ fiber), inc. 6 inch 2A	SY	179	\$	100.00	\$	17,900.00		\$	-		\$	-		\$	-	179.00	\$	17,900.00
7.	Concrete Sidewalk (4,000 psi w/ fiber), inc. 4 inch 2A	SF	3,343	\$	9.00	\$	30,087.00		\$	-		\$	-		\$	-	3,343.00	\$	30,087.00
8.	PennDOT Compliant Ramp, inc. DWS	EA	2	\$	2,500.00	\$	5,000.00		\$	-		\$	-		\$	-	2.00	\$	5,000.00
9.	Bollards w/ ADA signs	EA	24	\$	800.00	\$	19,200.00		\$	-		\$	-		\$	-	24.00	\$	19,200.00

Developer Request #1

SUMMARY OF ESCROW ACCOUNT

DATE PREPARED: 26-Aug-2021

PROJECT NAME: 744 Bethlehem Pike	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00	MONTGOMERY TOWNSHIP
DEVELOPER: Montgomeryville Realty Associates, LLC	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-701
ESCROW AGENT:		G&A PROJECT NO.: 2012-10063-01
TYPE OF SECURITY:	MAINTENANCE BOND AMOUNT (15%): \$ 102,360.49	AGREEMENT DATE:

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CONSTRUCTION ITEMS	UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)	
					QTY	COST	QTY	COST	QTY	COST	QTY	COST
E. LIGHTING												
1. LED Pole Mounted Light w/Foundation & Shield	EA	12	\$ 3,500.00	\$ 42,000.00		\$ -		\$ -		\$ -	12.00	\$ 42,000.00
2. LED Wall Mounted Light	EA	1	\$ 550.00	\$ 550.00		\$ -		\$ -		\$ -	1.00	\$ 550.00
3. LED Wall Mounted Sconce	EA	9	\$ 1,400.00	\$ 12,600.00		\$ -		\$ -		\$ -	9.00	\$ 12,600.00
4. Underground Electrical Work	LS	1	\$ 1,750.00	\$ 1,750.00		\$ -		\$ -		\$ -	1.00	\$ 1,750.00
F. LANDSCAPING												
Shade Trees												
1. Acer rubrum 'Armstrong'	3" cal. min.	EA	2	\$ 650.00	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -	2.00	\$ 1,300.00
2. Carpinus Caroliniana	3" cal. min.	EA	2	\$ 650.00	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -	2.00	\$ 1,300.00
3. Liquidambar styraciflua 'Rotundiloba'	3" cal. min.	EA	13	\$ 650.00	\$ 8,450.00	\$ -	\$ -	\$ -	\$ -	\$ -	13.00	\$ 8,450.00
4. Nyssa sylvatica	3" cal. min.	EA	7	\$ 650.00	\$ 4,550.00	\$ -	\$ -	\$ -	\$ -	\$ -	7.00	\$ 4,550.00
5. Quercus bicolor	3" cal. min.	EA	3	\$ 650.00	\$ 1,950.00	\$ -	\$ -	\$ -	\$ -	\$ -	3.00	\$ 1,950.00
Ornamental Trees												
6. Amelanchier laevis	1-1/4" cal. Min.	EA	8	\$ 550.00	\$ 4,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	8.00	\$ 4,400.00
7. Cornus kousa	1-1/4" cal. Min.	EA	8	\$ 550.00	\$ 4,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	8.00	\$ 4,400.00
Evergreen Trees												
8. Chamaecyparis nootkatensis 'Pendula'	6 - 7 ft. ht.	EA	2	\$ 550.00	\$ 1,100.00	\$ -	\$ -	\$ -	\$ -	\$ -	2.00	\$ 1,100.00
9. Picea glauca	8 - 10 ft. ht.	EA	14	\$ 550.00	\$ 7,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	14.00	\$ 7,700.00
10. Picea abies 'Pendula'	6 - 7 ft. ht.	EA	1	\$ 550.00	\$ 550.00	\$ -	\$ -	\$ -	\$ -	\$ -	1.00	\$ 550.00
11. Picea pungens	8 - 10 ft. ht.	EA	10	\$ 550.00	\$ 5,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	10.00	\$ 5,500.00
Evergreen Shrubs												
12. Buxus microphylla 'Winter Gem'	30 - 36 in. ht.	EA	93	\$ 95.00	\$ 8,835.00	\$ -	\$ -	\$ -	\$ -	\$ -	93.00	\$ 8,835.00
13. Chamaecyparis obtusa	5 - 6 ft. ht.	EA	2	\$ 95.00	\$ 190.00	\$ -	\$ -	\$ -	\$ -	\$ -	2.00	\$ 190.00
14. Chamaecyparis pisifera 'Filifera Aurea Nana'	30 in. min.	EA	12	\$ 95.00	\$ 1,140.00	\$ -	\$ -	\$ -	\$ -	\$ -	12.00	\$ 1,140.00
15. Ilex crenata 'Compacta'	24 in. min.	EA	11	\$ 95.00	\$ 1,045.00	\$ -	\$ -	\$ -	\$ -	\$ -	11.00	\$ 1,045.00
16. Juniperus chinensis 'Hetzii Columnaris'	8 ft. ht.	EA	11	\$ 95.00	\$ 1,045.00	\$ -	\$ -	\$ -	\$ -	\$ -	11.00	\$ 1,045.00
17. Picea pungens 'Glauc Globosa'	3 - 4 ft. ht.	EA	2	\$ 95.00	\$ 190.00	\$ -	\$ -	\$ -	\$ -	\$ -	2.00	\$ 190.00
18. Rhododendron x kurume 'Del Val White'	24 in. ht.	EA	9	\$ 95.00	\$ 855.00	\$ -	\$ -	\$ -	\$ -	\$ -	9.00	\$ 855.00
19. Viburnum x rhytidophyllum	3 - 4 ft. ht.	EA	11	\$ 95.00	\$ 1,045.00	\$ -	\$ -	\$ -	\$ -	\$ -	11.00	\$ 1,045.00
Deciduous Shrubs												
20. Clethra alnifolia	30 in. min.	EA	25	\$ 95.00	\$ 2,375.00	\$ -	\$ -	\$ -	\$ -	\$ -	25.00	\$ 2,375.00
21. Clethra alnifolia 'Hummingbird'	30 in. min.	EA	12	\$ 95.00	\$ 1,140.00	\$ -	\$ -	\$ -	\$ -	\$ -	12.00	\$ 1,140.00
22. Cornus sericea Farrow	30 in. min.	EA	24	\$ 95.00	\$ 2,280.00	\$ -	\$ -	\$ -	\$ -	\$ -	24.00	\$ 2,280.00
23. Cornus sericea 'Kelsey'	18 - 24 in.	EA	11	\$ 95.00	\$ 1,045.00	\$ -	\$ -	\$ -	\$ -	\$ -	11.00	\$ 1,045.00
24. Deutzia gracilis 'Nikko'	18 - 24 in.	EA	23	\$ 95.00	\$ 2,185.00	\$ -	\$ -	\$ -	\$ -	\$ -	23.00	\$ 2,185.00
25. Hydrangea quercifolia 'Snow Queen'	30 in. min.	EA	15	\$ 95.00	\$ 1,425.00	\$ -	\$ -	\$ -	\$ -	\$ -	15.00	\$ 1,425.00
26. Itea virginica 'Little Henry'	30 in. min.	EA	45	\$ 95.00	\$ 4,275.00	\$ -	\$ -	\$ -	\$ -	\$ -	45.00	\$ 4,275.00
27. Ilex verticillata 'Afterglow Winterberry'	30 - 36 in. ht.	EA	17	\$ 95.00	\$ 1,615.00	\$ -	\$ -	\$ -	\$ -	\$ -	17.00	\$ 1,615.00
28. Ilex verticillata 'Jim Dandy Winterberry'	30 - 36 in. ht.	EA	5	\$ 95.00	\$ 475.00	\$ -	\$ -	\$ -	\$ -	\$ -	5.00	\$ 475.00
29. Viburnum dentatum	3 - 4 ft. ht.	EA	7	\$ 95.00	\$ 665.00	\$ -	\$ -	\$ -	\$ -	\$ -	7.00	\$ 665.00

Developer Request #1

SUMMARY OF ESCROW ACCOUNT

DATE PREPARED: 26-Aug-2021

PROJECT NAME: 744 Bethlehem Pike	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00	MONTGOMERY TOWNSHIP
DEVELOPER: Montgoemryville Realty Associates, LLC	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-701
ESCROW AGENT:		G&A PROJECT NO.: 2012-10063-01
TYPE OF SECURITY:	MAINTENANCE BOND AMOUNT (15%): \$ 102,360.49	AGREEMENT DATE:

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$ 682,403.25	\$ 15,302.50	\$ -	\$ 15,302.50	\$ 667,100.75
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yyyy - \$x,xxx.xx)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 68,240.33	\$ -	\$ -	\$ -	\$ 68,240.33
TOTAL	\$ 750,643.58	\$ 15,302.50	\$ -	\$ 15,302.50	\$ 735,341.08

CONSTRUCTION ITEMS					UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)			
									QTY	COST	QTY	COST	QTY	COST	QTY	COST		
G.	Ground Cover																	
	30.	Juniperus Horizontalis 'Monber'	15 - 18 in. spd.	EA	55	\$	15.00	\$	825.00	\$	-	\$	-	\$	-	55.00	\$	825.00
	31.	Rhus aromatica 'Gro-Low'	15 - 18 in. spd.	EA	83	\$	15.00	\$	1,245.00	\$	-	\$	-	\$	-	83.00	\$	1,245.00
	HOP																	
	1.	Road Restoration (Full depth cross section along curb)		SY	262	\$	50.00	\$	13,100.00	\$	-	\$	-	\$	-	262.00	\$	13,100.00
	2.	1.5 inch Mill & Overlay		SY	1,074	\$	12.00	\$	12,888.00	\$	-	\$	-	\$	-	1,074.00	\$	12,888.00
	3.	Mountable Curb		LF	40	\$	40.00	\$	1,600.00	\$	-	\$	-	\$	-	40.00	\$	1,600.00
	4.	Concrete Island		SF	78	\$	20.00	\$	1,560.00	\$	-	\$	-	\$	-	78.00	\$	1,560.00
	5.	Modify Inlet		EA	1	\$	2,500.00	\$	2,500.00	\$	-	\$	-	\$	-	1.00	\$	2,500.00
	6.	Striping		LS	1	\$	1,500.00	\$	1,500.00	\$	-	\$	-	\$	-	1.00	\$	1,500.00
7.	M&PT		LS	1	\$	5,000.00	\$	5,000.00	\$	-	\$	-	\$	-	1.00	\$	5,000.00	
8.	PennDOT Compliant Ramp, inc. DWS		EA	3	\$	2,500.00	\$	7,500.00	\$	-	\$	-	\$	-	3.00	\$	7,500.00	
H.	MISCELLANEOUS																	
	1.	Trash Enclosure		EA	1	\$	8,000.00	\$	8,000.00	\$	-	\$	-	\$	-	1.00	\$	8,000.00
	2.	Regulatory/Warning Signs		EA	6	\$	250.00	\$	1,500.00	\$	-	\$	-	\$	-	6.00	\$	1,500.00
	3.	Striping		LS	1	\$	6,500.00	\$	6,500.00	\$	-	\$	-	\$	-	1.00	\$	6,500.00
	4.	Construction Stakeout		LS	1	\$	8,000.00	\$	8,000.00	\$	-	\$	-	\$	-	1.00	\$	8,000.00
	5.	As-Built Plans		LS	1	\$	5,000.00	\$	5,000.00	\$	-	\$	-	\$	-	1.00	\$	5,000.00
I.	ANNUAL CONSTRUCTION COST INCREASE PER PA MPC §509(h)																	
	1.	10% Annual Construction Cost Increase (Balance as of mm/dd/yyyy - \$x,xxx.xx)		LS	1	\$	-	\$	-	\$	-	\$	-	\$	-	1.00	\$	-
J.	CONTINGENCY																	
	1.	10% Contingency (Released upon certification of completion and receipt of Maintenance Bond)		LS	1	\$	68,240.33	\$	68,240.33	\$	-	\$	-	\$	-	1.00	\$	68,240.33

NOTES:

2020-03-11 Initial construction cost issued for Land Development Agreement.
2021-08-26 Construction cost revised to current unit costs.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # **13.**

SUBJECT: Consider Construction Escrow Release 6 – 1274 Welsh Road– PEMV Partners, LP - LDS 699
MEETING DATE: December 13, 2021
BOARD LIAISON: Tanya C. Bamford, Chair
INITIATED BY: Bruce Shoupe, Director of Planning and Zoning

BACKGROUND:

Attached is a construction escrow release requested by PEMV Partners, LP for 1274 Welsh Road as recommended by the Township Engineer.

The original amount of the escrow was \$810,086.09, held as Tri-Party Set Aside Agreement with Bryn Mawr Trust. This is the sixth release for this project and is in the amount of \$229,675.54. The new balance would be \$137,956.58.

BUDGET IMPACT: None.

RECOMMENDATION: That this construction escrow be released.

MOTION/RESOLUTION:

- 1) **Motion** to authorize a construction escrow release in the amount of \$229,675.54 as recommended by the Township Engineer for PEMV Partners, LP.
- 2) Motion by: _____ Second by: _____
- 3) Chair will call for public comment.
- 4) Chair will call for a vote.



December 8, 2021

File No. 2018-01153-01

Carolyn McCreary, Manager
Montgomery Township
1001 Stump Road
Montgomeryville, PA 18936-9605

Reference: PEMV Partners, LP - LD/S#699
Escrow Release 6

Dear Carolyn:

We have received and reviewed the Request for Escrow Release for the above-referenced project. This letter is to certify that the improvements noted on the enclosed escrow summary in the amount of **\$219,675.54** have been completed. Please find enclosed a copy of our escrow calculations and the application for release of funds for your use.

The following line items requested for release have been reduced based upon a site inspection:

- Line-item D.1 not released due to not curb sealing throughout the site.
- Line-item F various species of trees, shrubs and ground cover were withheld per what was observed such that only 50% in total have been installed and released versus the 80% requested.

Please be advised that these improvements will be subject to a final inspection prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected by the developer.

Should you have any further questions or require any additional information, please do not hesitate to contact our office.

Sincerely,

James P. Dougherty, P.E.
Senior Project Manager
Gilmore & Associates, Inc.

JPD/GJA

Enclosure: Release of Escrow Form & Summary of Improvement Escrow Account (12/8/2021),
Applicant's Request (12/6/ 2021)

cc: Bruce S. Shoupe, Director of Planning and Zoning
Marianne McConnell, Deputy Zoning Officer – Montgomery Township
Mary Gambino, Project Coordinator - Montgomery Township
Sean Kilkenny, Esq., Solicitor – Kilkenny Law
Drew Altringer – Pete's Express Carwash
Jeff Altringer – Pete's Express Carwash
Paul F. Boettinger, P.E., – T&M Associates
John Detweiler – RAM Construction
Judith Stern Goldstein, ASLA, R.L.A. – Gilmore & Associates, Inc.
Damon Drummon, PE, PTOE – Gilmore & Associates, Inc.
Brian Dusault, Construction Services Manager - Gilmore & Associates, Inc.

RELEASE OF ESCROW FORM

James P. Dougherty, P.E.
Senior Project Manager
Gilmore & Associates, Inc.
65 East Butler Avenue, Suite 100
New Britain, PA 18901
215-345-4330

Date: 12/06/2021

Development Pete's Express Car Wash (1274 Welsh Rd) - LDS-699

G&A Project #: 2018-01153-01

Release #: 6

Dear Mr. Dougherty:

This is an escrow release request in the amount of \$240,258.54. Enclosed is a copy of our escrow spreadsheet with the quantities noted.

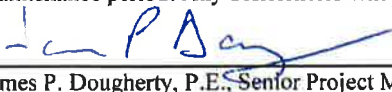
ESCROW RELEASE REQUESTS ARE LIMITED TO ONE PER MONTH.

Ms. Carolyn McCreary
Township Manager
Montgomery Township
1001 Stump Road
Montgomeryville, PA 18936

Date: 12/08/2021

Dear Ms. McCreary:

We have reviewed the developer's request for an escrow release. We therefore, recommend that \$219,675.54 be released. These improvements will be subject to a final observation prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected by the developer.

 12/8/21
James P. Dougherty, P.E., Senior Project Manager, Gilmore & Associates, Inc.

Resolution # _____

WHEREAS, a request for release of escrow was received from PEMV Partners, LP for Pete's Express Car Wash (1274 Welsh Rd) - LDS-699, in the amount of \$240,258.54, on the representation that work set forth in the Land Development Agreement to the extent has been completed and; WHEREAS, said request has been reviewed by the Township Engineer who recommends release of \$219,675.54; NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we do hereby authorize release of \$219,675.54; in accordance with the developer's request, and the officers of the Township are authorized to take the necessary action to obtain release of said sum contingent upon payment of any and all outstanding bills BE IT FURTHER RESOLVED that Township records indicate that escrow has been deposited via Tri-Party Set Aside Agreement with Montgomery Township in total sum of \$810,086.09 pursuant to a signed Land Development Agreement and that \$452,453.97 has previously been released from escrow. Therefore, the action of the Board releasing said sum leaves a new balance of \$137,956.58 in escrow.

MOTION BY: _____

VOTE: _____

SECOND BY: _____

DATED: _____

RELEASED BY: _____

Department Director

PROJECT NAME: Pete's Express Car Wash (1274 Welsh Rd)	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00	MONTGOMERY TOWNSHIP
DEVELOPER: PEMV Partners, LP	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-699
ESCROW AGENT: Bryn Mawr Trust Company		G&A PROJECT NO.: 2018-01153-01
TYPE OF SECURITY: Tri-Party Set Aside Agreement	MAINTENANCE BOND AMOUNT (15%): \$ 110,466.29	AGREEMENT DATE: 16-Dec-2019

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$ 736,441.90	\$ 219,675.54	\$ 452,453.97	\$ 672,129.51	\$ 64,312.39
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yy = \$0.00)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 73,644.19	\$ -	\$ -	\$ -	\$ 73,644.19
TOTAL	\$ 810,086.09	\$ 219,675.54	\$ 452,453.97	\$ 672,129.51	\$ 137,956.58

CONSTRUCTION ITEMS	UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)	
					QTY	COST	QTY	COST	QTY	COST	QTY	COST
A. SOIL EROSION AND SEDIMENT CONTROL												
1. Construction Entrance	EA	1	\$ 3,500.00	\$ 3,500.00		\$ -	1.00	\$ 3,500.00	1.00	\$ 3,500.00		\$ -
2. 12 inch Filter Sock	LF	921	\$ 8.50	\$ 7,828.50		\$ -	921.00	\$ 7,828.50	921.00	\$ 7,828.50		\$ -
3. 24 inch Filter Sock	LF	604	\$ 10.50	\$ 6,342.00		\$ -	604.00	\$ 6,342.00	604.00	\$ 6,342.00		\$ -
4. Filter Bag Inlet Protection	EA	13	\$ 150.00	\$ 1,950.00		\$ -	13.00	\$ 1,950.00	13.00	\$ 1,950.00		\$ -
5. Temporary Seed Stockpile	SF	1,130	\$ 0.15	\$ 169.50		\$ -	1,130.00	\$ 169.50	1,130.00	\$ 169.50		\$ -
6. NAG S75 Erosion Control Matting	SF	5,480	\$ 0.25	\$ 1,370.00		\$ -	2,740.00	\$ 685.00	2,740.00	\$ 685.00	2,740.00	\$ 685.00
7. Remove E&S Measures	LS	1	\$ 2,150.00	\$ 2,150.00		\$ -		\$ -		\$ -	1.00	\$ 2,150.00
B. EARTHWORK												
1. Site Excavation & Grading	LS	1	\$ 87,387.90	\$ 87,387.90	0.10	\$ 8,738.79	0.85	\$ 74,279.72	0.95	\$ 83,018.51	0.05	\$ 4,369.39
C. STORMWATER												
1. 4 in. HDPE	LF	25	\$ 30.75	\$ 768.75		\$ -	25.00	\$ 768.75	25.00	\$ 768.75		\$ -
2. 15 in. HDPE	LF	510	\$ 38.00	\$ 19,380.00		\$ -	510.00	\$ 19,380.00	510.00	\$ 19,380.00		\$ -
3. 18 in. HDPE	LF	132	\$ 44.00	\$ 5,808.00		\$ -	132.00	\$ 5,808.00	132.00	\$ 5,808.00		\$ -
4. Outlet Structure	EA	1	\$ 4,000.00	\$ 4,000.00		\$ -	1.00	\$ 4,000.00	1.00	\$ 4,000.00		\$ -
5. Type C Inlet	EA	12	\$ 2,425.00	\$ 29,100.00		\$ -	12.00	\$ 29,100.00	12.00	\$ 29,100.00		\$ -
6. Storm Manhole	EA	1	\$ 2,520.00	\$ 2,520.00		\$ -	1.00	\$ 2,520.00	1.00	\$ 2,520.00		\$ -
7. Underground Detention Basin	LS	1	\$ 110,000.00	\$ 110,000.00		\$ -	1.00	\$ 110,000.00	1.00	\$ 110,000.00		\$ -
8. Flared End Section	EA	1	\$ 1,500.00	\$ 1,500.00		\$ -		\$ -		\$ -	1.00	\$ 1,500.00
9. Level Spreader	EA	1	\$ 11,875.00	\$ 11,875.00		\$ -	1.00	\$ 11,875.00	1.00	\$ 11,875.00		\$ -
D. SITE IMPROVEMENTS												
1. Concrete Curb, inc. curb line sealing	LF	3,475	\$ 17.00	\$ 59,075.00		\$ -	3,390.00	\$ 57,630.00	3,390.00	\$ 57,630.00	85.00	\$ 1,445.00
2. 1.5 in. 9.5mm Wearing Course	SY	4,631	\$ 9.00	\$ 41,679.00	3,474.00	\$ 31,266.00		\$ -	3,474.00	\$ 31,266.00	1,157.00	\$ 10,413.00
3. 3 in. 25mm Binder Course	SY	4,631	\$ 17.00	\$ 78,727.00	3,851.00	\$ 65,467.00	780.00	\$ 13,260.00	4,631.00	\$ 78,727.00		\$ -
4. 6 in. 2A Stone	SY	4,631	\$ 11.25	\$ 52,098.75	695.00	\$ 7,818.75	3,936.00	\$ 44,280.00	4,631.00	\$ 52,098.75		\$ -
5. Concrete Pad (4,000 psi w/ fiber), inc. 6 inch 2A	SY	103	\$ 100.00	\$ 10,300.00		\$ -	103.00	\$ 10,300.00	103.00	\$ 10,300.00		\$ -
6. Concrete Sidewalk (4,000 psi w/ fiber), inc. 4 inch 2A	SF	3,747	\$ 7.50	\$ 28,102.50	2,512.00	\$ 18,840.00	1,235.00	\$ 9,262.50	3,747.00	\$ 28,102.50		\$ -
7. ADA/PennDOT Compliant Ramp, inc. DWS	EA	7	\$ 1,500.00	\$ 10,500.00	4.00	\$ 6,000.00	3.00	\$ 4,500.00	7.00	\$ 10,500.00		\$ -
E. LIGHTING												
1. Pole Mounted Light w/Shield & Foundation	EA	8	\$ 3,500.00	\$ 28,000.00	5.60	\$ 19,600.00	2.40	\$ 8,400.00	8.00	\$ 28,000.00		\$ -
2. Double Pole Mounted Light w/Shield & Foundation	EA	6	\$ 5,000.00	\$ 30,000.00	4.20	\$ 21,000.00	1.80	\$ 9,000.00	6.00	\$ 30,000.00		\$ -
3. S4H Fixture (DeKalb Pike Egress)	EA	1	\$ 2,000.00	\$ 2,000.00	1.00	\$ 2,000.00		\$ -	1.00	\$ 2,000.00		\$ -
F. LANDSCAPING												
Deciduous Trees												
1. Acer rubrum 'Bowhall' (3" cal. min.)	EA	8	\$ 650.00	\$ 5,200.00		\$ -		\$ -		\$ -	8.00	\$ 5,200.00
2. Ginkgo Biloba 'Princeton Sentry' (3" cal. min.)	EA	13	\$ 650.00	\$ 8,450.00		\$ -		\$ -		\$ -	13.00	\$ 8,450.00
3. Gleditsia Triacanthos 'Skyline' (3" cal. min.)	EA	6	\$ 650.00	\$ 3,900.00	4.00	\$ 2,600.00		\$ -	4.00	\$ 2,600.00	2.00	\$ 1,300.00
4. Liquidambar Styraciflua 'Rotundiloba' TM (3" cal. min.)	EA	9	\$ 650.00	\$ 5,850.00		\$ -	9.00	\$ 5,850.00	9.00	\$ 5,850.00		\$ -
5. Quercus Palustris (3" cal. min.)	EA	7	\$ 650.00	\$ 4,550.00		\$ -	7.00	\$ 4,550.00	7.00	\$ 4,550.00		\$ -
6. Zelkova Serrata 'Green Vase' (3" cal. min.)	EA	12	\$ 650.00	\$ 7,800.00	12.00	\$ 7,800.00		\$ -	12.00	\$ 7,800.00		\$ -



ESCROW RELEASE NO.: 6

DATE PREPARED: 8-Aug-2021

PROJECT NAME: Pete's Express Car Wash (1274 Welsh Rd)	TOTAL ENG/INSP/LEGAL (CASH ESCROW): \$ 45,000.00	MONTGOMERY TOWNSHIP
DEVELOPER: PEMV Partners, LP	TOTAL ADMINISTRATION (CASH ESCROW): \$ 5,000.00	TOWNSHIP NO.: LDS-699
ESCROW AGENT: Bryn Mawr Trust Company		G&A PROJECT NO.: 2018-01153-01
TYPE OF SECURITY: Tri-Party Set Aside Agreement	MAINTENANCE BOND AMOUNT (15%): \$ 110,466.29	AGREEMENT DATE: 16-Dec-2019

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$ 736,441.90	\$ 219,675.54	\$ 452,453.97	\$ 672,129.51	\$ 64,312.39
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yy = \$0.00)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 73,644.19	\$ -	\$ -	\$ -	\$ 73,644.19
TOTAL	\$ 810,086.09	\$ 219,675.54	\$ 452,453.97	\$ 672,129.51	\$ 137,956.58

CONSTRUCTION ITEMS					UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)					
									QTY	COST	QTY	COST	QTY	COST	QTY	COST				
Shrubs																				
7.	Cornus Sericea 'Bailey' (30 - 36 in. ht.)	EA	9	\$	95.00	\$	855.00		9.00	\$	855.00		\$	-	9.00	\$	855.00		\$	-
8.	Fothergilla Gardenii 'Mt. Airy' (30 - 36 in. ht.)	EA	7	\$	95.00	\$	665.00			\$	-		\$	-		\$	-	7.00	\$	665.00
9.	Ilex Glabra 'Shamrock' (24 -30 in. ht.)	EA	97	\$	95.00	\$	9,215.00		77.00	\$	7,315.00		\$	-	77.00	\$	7,315.00	20.00	\$	1,900.00
10.	Ilex Verticillata 'Sparkleberry' (30 - 36 in. ht.)	EA	35	\$	95.00	\$	3,325.00		25.00	\$	2,375.00		\$	-	25.00	\$	2,375.00	10.00	\$	950.00
11.	Ilex Virginica 'Henry's Garnet" (30 - 36 in. ht.)	EA	30	\$	95.00	\$	2,850.00		30.00	\$	2,850.00		\$	-	30.00	\$	2,850.00		\$	-
12.	Taxus Canadensis (24 - 30 in. ht.)	EA	29	\$	95.00	\$	2,755.00		29.00	\$	2,755.00		\$	-	29.00	\$	2,755.00		\$	-
13.	Viburnum Dentatum 'Chicago Luster' (30 - 36 in. ht.)	EA	5	\$	95.00	\$	475.00		5.00	\$	475.00		\$	-	5.00	\$	475.00		\$	-
Ornamental Grasses & Ground Cover																				
14.	Calamagrostis X Acutiflora ' Karl Forester' (2 gal.)	EA	6	\$	15.00	\$	90.00			\$	-		\$	-		\$	-	6.00	\$	90.00
15.	Hemerocallis X 'Stella De Oro' (1 gal.)	EA	40	\$	15.00	\$	600.00			\$	-		\$	-		\$	-	40.00	\$	600.00
16.	Juniperus Conferta 'Emerald Sea' (15 - 18 in. ht.)	EA	45	\$	15.00	\$	675.00		19.00	\$	285.00		\$	-	19.00	\$	285.00	26.00	\$	390.00
17.	Liriope Muscari ' Big Blue' (1 gal.)	EA	97	\$	15.00	\$	1,455.00			\$	-		\$	-		\$	-	97.00	\$	1,455.00
G. MISCELLANEOUS																				
1.	Trash Enclosure	EA	1	\$	6,500.00	\$	6,500.00			\$	-	1.00	\$	6,500.00	1.00	\$	6,500.00		\$	-
2.	Regulatory/Warning Signs	EA	41	\$	250.00	\$	10,250.00			\$	-		\$	-		\$	-	41.00	\$	10,250.00
3.	Striping	LS	1	\$	5,000.00	\$	5,000.00			\$	-		\$	-		\$	-	1.00	\$	5,000.00
4.	Construction Stakeout	LS	1	\$	12,350.00	\$	12,350.00		0.10	\$	1,235.00	0.90	\$	11,115.00	1.00	\$	12,350.00		\$	-
5.	As-Built Plans	LS	1	\$	7,500.00	\$	7,500.00			\$	-		\$	-		\$	-	1.00	\$	7,500.00
H. ANNUAL CONSTRUCTION COST INCREASE PER PA MPC \$509(h)																				
1.	10% Annual Construction Cost Increase (Balance as of mm/dd/yy - \$0.00)	LS	1	\$	-	\$	-			\$	-		\$	-		\$	-	1.00	\$	-
I. CONTINGENCY																				
1.	10% Contingency (Released upon certification of completion and receipt of Maintenance Bond)	LS	1	\$	73,644.19	\$	73,644.19			\$	-		\$	-		\$	-	1.00	\$	73,644.19

DEVELOPER REQUEST

Totaling \$240,258.54

ESCROW RELEASE NO.: 6
DATE PREPARED: 15-Nov-2021

PROJECT NAME	Pete's Express Car Wash (1274 Welsh Rd)	TOTAL ENGINEERING/LEGAL (CASH ESCROW)	\$ 45,000.00	MONTGOMERY TOWNSHIP
DEVELOPER	PEMV Partners, LP	TOTAL ADMINISTRATION (CASH ESCROW)	\$ 5,000.00	TOWNSHIP NO. LDS-679
ESCROW AGENT	Bryn Mawr Trust Company			GSA PROJECT NO. 2018-01153-01
TYPE OF SECURITY	Tri-Party Set Aside Agreement	MAINTENANCE BOND AMOUNT (15%)	\$ 110,468.29	AGREEMENT DATE 16-Dec-2019

SUMMARY OF IMPROVEMENT ESCROW ACCOUNT	TOTAL COST	RELEASE REQUESTS			BALANCE
		CURRENT	PRIOR	TOTAL	
CONSTRUCTION	\$ 736,441.90	\$ 111,377.69	\$ 341,076.28	\$ 452,453.97	\$ 283,987.93
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yyyy = \$0.00)	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY (10%)	\$ 73,644.19	\$ -	\$ -	\$ -	\$ 73,644.19
TOTAL	\$ 810,086.09	\$ 111,377.69	\$ 341,076.28	\$ 452,453.97	\$ 357,632.12

CONSTRUCTION ITEMS					UNIT	QUANTITY	UNIT COST	TOTAL COST	CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)	
									QTY	COST	QTY	COST	QTY	COST	QTY	COST
A. SOIL EROSION AND SEDIMENT CONTROL																
1	Construction Entrance	EA	1	\$	3,500.00	\$	3,500.00		\$	-	1.00	\$	3,500.00	1.00	\$	3,500.00
2	12 inch Filter Sock	LF	921	\$	8.50	\$	7,828.50		\$	-	921.00	\$	7,828.50	921.00	\$	7,828.50
3	24 inch Filter Sock	LF	604	\$	10.50	\$	6,342.00		\$	-	604.00	\$	6,342.00	604.00	\$	6,342.00
4	Filter Bag Inlet Protection	EA	13	\$	150.00	\$	1,950.00		\$	-	13.00	\$	1,950.00	13.00	\$	1,950.00
5	Temporary Seed Stockpile	SF	1,130	\$	0.15	\$	169.50		\$	169.50		\$	-	1,130.00	\$	169.50
6	NAG S75 Erosion Control Matting	SF	5,480	\$	0.25	\$	1,370.00		\$	685.00		\$	-	2,740.00	\$	685.00
7	Remove E&S Measures	LS	1	\$	2,150.00	\$	2,150.00		\$	-		\$	-		\$	-
B. EARTHWORK																
1	Site Excavation & Grading	LS	1	\$	87,387.90	\$	87,387.90		0.10	\$	0.70	\$	61,171.63			
C. STORMWATER																
1	4 in. HDPE	LF	25	\$	30.75	\$	768.75		\$	-	25.00	\$	768.75	25.00	\$	768.75
2	15 in. HDPE	LF	510	\$	38.00	\$	19,380.00		\$	-	510.00	\$	19,380.00	510.00	\$	19,380.00
3	18 in. HDPE	LF	132	\$	44.00	\$	5,808.00		\$	-	132.00	\$	5,808.00	132.00	\$	5,808.00
4	Outlet Structure	EA	1	\$	4,000.00	\$	4,000.00		\$	-	1.00	\$	4,000.00	1.00	\$	4,000.00
5	Type C Inlet	EA	12	\$	2,425.00	\$	29,100.00		\$	-	12.00	\$	29,100.00	12.00	\$	29,100.00
6	Storm Manhole	EA	1	\$	2,520.00	\$	2,520.00		\$	-	1.00	\$	2,520.00	1.00	\$	2,520.00
7	Underground Detention Basin	LS	1	\$	110,000.00	\$	110,000.00		\$	-	1.00	\$	110,000.00	1.00	\$	110,000.00
8	Flared End Section	EA	1	\$	1,500.00	\$	1,500.00		\$	-		\$	-		\$	-
9	Level Spreader	EA	1	\$	11,875.00	\$	11,875.00		\$	-	1.00	\$	11,875.00	1.00	\$	11,875.00
D. SITE IMPROVEMENTS																
1	Concrete Curb, inc. curb line sealing	LF	3,475	\$	17.00	\$	59,075.00		85	\$	1,655.00	\$	28,135.00	3,475.00	\$	59,075.00
2	1 1/2 in. 9.5mm Wearing Course	SY	4,631	\$	9.00	\$	41,679.00		347.4	\$		\$	-		\$	-
3	3 in. 25mm Binder Course	SY	4,631	\$	17.00	\$	78,727.00		385.1	\$	780.00	\$	13,260.00	780.00	\$	13,260.00
4	6 in. 2A Stone	SY	4,631	\$	11.25	\$	52,098.75		69.5	\$	780.00	\$	8,775.00	3,936.00	\$	44,280.00
5	Concrete Pad (4,000 psi w/ fiber), inc. 6 inch 2A	SY	103	\$	100.00	\$	10,300.00			\$		\$	-	103.00	\$	10,300.00
6	Concrete Sidewalk (4,000 psi w/ fiber), inc. 4 inch 2A	SF	3,747	\$	7.50	\$	28,102.50		251.2	\$		\$	-	1,255.00	\$	9,412.50
7	ADA/PennDOT Compliant Ramp inc. DWS	EA	7	\$	1,500.00	\$	10,500.00		4	\$		\$	-	3.00	\$	4,500.00
E. LIGHTING																
1	Pole Mounted Light w/ Shield & Foundation	EA	8	\$	3,500.00	\$	28,000.00		5.60	\$	2.40	\$	8,400.00	2.40	\$	8,400.00
2	Double Pole Mounted Light w/ Shield & Foundation	EA	6	\$	5,000.00	\$	30,000.00		4.20	\$	1.80	\$	9,000.00	1.80	\$	9,000.00
3	S4H Fixture (DeKalb Pike Egress)	EA	1	\$	2,000.00	\$	2,000.00		1.00	\$		\$	-		\$	-
F. LANDSCAPING																
Deciduous Trees																
1	Acer rubrum 'Bowhall' (3" cal. min.)	EA	8	\$	650.00	\$	5,200.00			\$		\$	-		\$	-
2	Ginkgo Biloba 'Princeton Sentry' (3" cal. min.)	EA	13	\$	650.00	\$	8,450.00			\$		\$	-		\$	-
3	Gleditsia Triacanthos 'Skyline' (3" cal. min.)	EA	6	\$	650.00	\$	3,900.00			\$		\$	-		\$	-
4	Liquidambar styraciflua 'Rotundiloba' TM (3" cal. min.)	EA	9	\$	650.00	\$	5,850.00			\$		\$	-		\$	-
5	Quercus palustris (3" cal. min.)	EA	7	\$	650.00	\$	4,550.00			\$		\$	-		\$	-
6	Zalkova Serrata 'Green Vase' (3" cal. min.)	EA	12	\$	650.00	\$	7,800.00			\$		\$	-		\$	-

DEVELOPER REQUEST

ESCROW RELEASE NO.: 6
DATE PREPARED: 11-15-2021

PROJECT NAME		Pete's Express Car Wash (1274 Welsh Rd)		TOTAL ENGINEERING/LEGAL (CASH ESCROW)		\$ 45,000.00		MONTGOMERY TOWNSHIP					
DEVELOPER		PCMV Partners, LP		TOTAL ADMINISTRATION (CASH ESCROW)		\$ 5,000.00		TOWNSHIP NO. 105-400					
ESCROW AGENT		Bryn Mawr Trust Company		MAINTENANCE BOND AMOUNT (15%)		\$ 110,466.29		TAX PROJECT NO. 105-0154-01					
TYPE OF SECURITY		Tri-Party Set Aside Agreement						IMPROVEMENT DATE 16-Dec-2019					
SUMMARY OF IMPROVEMENT ESCROW ACCOUNT				TOTAL COST		RELEASE REQUESTS							
						CURRENT		PRIOR		TOTAL			
CONSTRUCTION				\$ 736,441.90		\$ 111,377.69		\$ 341,076.28		\$ 452,453.97			
ANNUAL 10% CONSTRUCTION COST INCREASE (Balance as of mm/dd/yy = 50.00)				\$ -		\$ -		\$ -		\$ -			
CONTINGENCY (10%)				\$ 73,644.19		\$ -		\$ -		\$ -			
TOTAL				\$ 810,086.09		\$ 111,377.69		\$ 341,076.28		\$ 452,453.97			
CONSTRUCTION ITEMS				UNIT QUANTITY UNIT COST TOTAL COST		CURRENT REQUEST		PRIOR REQUESTS		TOTAL REQUESTS (incl. current release)		AVAILABLE FOR RELEASE (incl. current release)	
						QTY COST		QTY COST		QTY COST		QTY COST	
Shrubs													
7 Cornus Sericea 'Bailey' (30 - 36 in. ht.)				EA 9 \$ 95.00 \$ 855.00		\$ -		\$ -		\$ -		\$ -	
8 Fothergilla Gardenii 'Mt. Airy' (20 - 36 in. ht.)				EA 7 \$ 95.00 \$ 665.00		\$ -		\$ -		\$ -		\$ -	
9 Ilex Glabra 'Shamrock' (24 - 30 in. ht.)				EA 97 \$ 95.00 \$ 9,215.00		\$ -		\$ -		\$ -		\$ -	
10 Ilex Verticillata 'Sparkleberry' (30 - 36 in. ht.)				EA 35 \$ 95.00 \$ 3,325.00		\$ -		\$ -		\$ -		\$ -	
11 Ilex Virginica 'Henry's Garnet' (30 - 36 in. ht.)				EA 30 \$ 95.00 \$ 2,850.00		\$ -		\$ -		\$ -		\$ -	
12 Taxus Canadensis (24 - 30 in. ht.)				EA 29 \$ 95.00 \$ 2,755.00		\$ -		\$ -		\$ -		\$ -	
13 Viburnum Dentatum 'Chicago Lustre' (30 - 36 in. ht.)				EA 5 \$ 95.00 \$ 475.00		\$ -		\$ -		\$ -		\$ -	
Ornamental Grasses & Ground Cover													
14 Calamagrostis X Acutiflora 'Karl Forester' (2 gal.)				EA 6 \$ 15.00 \$ 90.00		\$ -		\$ -		\$ -		\$ -	
15 Hemerocallis X 'Stella De Oro' (1 gal.)				EA 40 \$ 15.00 \$ 600.00		\$ -		\$ -		\$ -		\$ -	
16 Juniperus Conferta 'Emerald Sea' (15 - 18 in. ht.)				EA 45 \$ 15.00 \$ 675.00		\$ -		\$ -		\$ -		\$ -	
17 Liriope Muscari 'Big Blue' (1 gal.)				EA 97 \$ 15.00 \$ 1,455.00		\$ -		\$ -		\$ -		\$ -	
G. MISCELLANEOUS													
1. Trash Enclosure				EA 1 \$ 6,500.00 \$ 6,500.00		\$ -		\$ -		1.00 \$ 6,500.00		\$ -	
2. Regulatory/Warning Signs				EA 41 \$ 250.00 \$ 10,250.00		\$ -		\$ -				\$ -	
3. Striping				LS 1 \$ 5,000.00 \$ 5,000.00		\$ -		\$ -				\$ -	
4. Construction Stakeout				LS 1 \$ 12,350.00 \$ 12,350.00		\$ -		0.75 \$ 9,262.50		0.90 \$ 11,115.00		\$ -	
5. As-Built Plans				LS 1 \$ 7,500.00 \$ 7,500.00		\$ -		\$ -				\$ -	
H. ANNUAL CONSTRUCTION COST INCREASE PER PA MPC 6509(h)													
1. 10% Annual Construction Cost Increase (Balance as of mm/dd/yy = 50.00)				LS 1 \$ - \$ -		\$ -		\$ -				1.00 \$ -	
I. CONTINGENCY													
1. 10% Contingency				LS 1 \$ 73,644.19 \$ 73,644.19		\$ -		\$ -				\$ -	
(Released upon certification of completion and receipt of Maintenance Bond)													

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 14.

SUBJECT:	Affirm Criteria for Qualified Active Member Status and Authorize Resolution 2021-39, Setting the Volunteer Firefighter Stipend for 2022
MEETING DATE:	December 13, 2021
BOARD LIAISON:	Tanya C. Bamford, Chair
INITIATED BY:	Carolyn McCreary, Township Manager

BACKGROUND:

The Township approved the First Responder Recruitment and Retention Stipend on April 13, 2020 to incentivize volunteer first responders for their service. Prior to adopting this resolution in 2021, for volunteer service in 2021, the Township must acknowledge the fire company's or EMS squad's written criteria for determining Qualified Active Member status.

Per the FDMT by-laws, active status is determined as follows:

The point system shall consist of Probationary, Active, Fire Police, Life, and Junior members (Administrative members will be exempt from this point system). Members will be able to accrue points as follows:

- 1 point for Fire Calls
- 1 point for Duty Crews (when any crew is in house)
- 1 point for Drills & Meetings
- 1 point for Stipend Shift
- 1 point for Public Relations/Community Events/Birthday Party
- 2.5 points for half day at Fundraisers
- 5 points for full day at Fundraisers

Members must achieve 20% of total points accumulated to be considered as an active member and status as a member in good standing. The 20% is calculated by the total points accumulated from the previous FDMT year, which will be November 1 to October 31. Everyone will reset their point status at the end of the FDMT year.

Once the criteria are affirmed, the Board can pass a resolution setting the stipend rate for 2021.

RECOMMENDATION:

To acknowledge/affirm the FDMT criteria for determining Qualified Active Member status and approve Resolution 2021-39, setting the Volunteer Firefighter Stipend for 2022.

MOTION/RESOLUTION:

Motion to affirm FDMT criteria for determining Qualified Active Member status and authorizing Resolution 2021-39, setting the Volunteer Firefighter Stipend for 2022.

- 1) Motion by: _____ Second by: _____
- 2) Chair will ask for public comment.
- 3) Chair will call for a vote.

RESOLUTION #21-2039

WHEREAS, The Montgomery Township Board of Supervisors created a First Responder Recruitment and Retention Stipend to incentivize volunteer first responders who are Township Residents; and

WHEREAS, Township staff has created and developed an incentive program that allows for a lump sum distribution per "Qualified Active Member" in a local fire company or EMS squad; and

WHEREAS, a Qualified Active Member is a candidate that must be a resident of Montgomery Township during the qualifying eligibility period of January 1st through December 31st ('Eligibility Year') and who has met criteria established by his/her fire company/EMS squad for meeting "Active Member" status during the Eligibility Year; and

WHEREAS, each fire company or EMS squad must provide to the Township by January 31st of each year a certified, notarized list of Qualified Active Members; and

WHEREAS, each fire company or EMS squad must establish written qualifying criteria for achieving Active Member status and submit it to the Township by December 31st of each year and each fire company or EMS squad must determine the Qualified Active Member status of all its members which will then be certified and notarized by January 31st of each year; and

WHEREAS, the Township must vote to approve each fire company's or EMS squad's written criteria for determining Qualified Active Member status by December 31st of each year, and must vote to accept the certified and notarized list of Qualified Active Members by January 31st of each year; and

WHEREAS, the Township shall issue one lump-sum check to each fire company or EMS squad representing the First Responder Recruitment/Retention Stipend calculated in the amount of \$500.00 per Qualified Active Member in place by the fire company or EMS squad on the list accepted by the Township, and shall issue First Responder Recruitment/Retention Stipend within the first quarter of the year following the Qualifying Year; and

WHEREAS, the Township shall annually pass a resolution before the end of the year, setting the terms and conditions for the First Responder Recruitment and Retention Program, as well as setting the monetary amount per Qualified Active Member;

NOW THEREFORE BE IT RESOLVED that the Montgomery Township Board of Supervisors approves, by adoption of this resolution, responder recruitment and retention stipend for volunteer first responders.

MOTION BY:

SECOND BY:

VOTE:

DATE:

CC: B. Shapiro, W. Wiegman, VMSC, Resolution File

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 15.

SUBJECT: Consider Adoption of 2022 Budget
MEETING DATE: December 13, 2021
BOARD LIAISON: Tanya C. Bamford, Chair
INITIATED BY: Carolyn McCreary, Township Manager

BACKGROUND:

Department Heads drafted operating budgets which were reviewed by the Finance Director and Township Manager. The proposed capital expenditures were presented in September and the proposed operating budgets were presented by Department and discussed with the Board of Supervisors at worksessions held in October.

PREVIOUS BOARD ACTION:

The Board of Supervisors approved the preliminary budget at the November 8, 2021 public meeting. The budget was then made available for public inspection at the Township building and on the homepage of the Township website.

RECOMMENDATION:

Staff recommends the Board of Supervisors authorize the 2022 Final Budget as presented.

MOTION/RESOLUTION:

Motion to adopt the 2022 budget for all funds with expenditures totaling \$26,221,979.

- 1) Motion by: _____ Second by: _____
- 2) Chair will ask for public comment.
- 3) Chair will call for vote.

2022 Proposed Budgeted Expenditures (all funds)

General	\$	13,932,500
Fire	\$	1,486,100
Parks & Recreation	\$	483,500
Street Lights	\$	112,000
Recreation Center	\$	1,256,558
Debt Service	\$	1,003,421
Capital Reserve	\$	8,124,900
Park Development	\$	-
Liquid Fuels	\$	201,000
Environmental	\$	40,000
Replacement Tree	\$	69,000
Autumn Festival	\$	36,000
Total	\$	<u>26,744,979</u>

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 16.

SUBJECT:	Consider Establishing Real Estate Tax Millage for 2022
MEETING DATE:	December 13, 2021
BOARD LIAISON:	Tanya C. Bamford, Chair
INITIATED BY:	Carolyn McCreary, Township Manager

BACKGROUND:

As part of the Board's approval of the 2022 Final Budget, the real estate tax millage must be set for 2022.

The tax millage is increasing to 2.49 and the homestead exclusion remains at \$30,000.

PRIOR BOARD ACTION:

The Board voted to authorize the advertisement of the 2022 budget at their November 8, 2021 public meeting which included a 1 mil tax increase.

RECOMMENDATION:

Approval the real estate tax millage for 2022 as presented.

MOTION/RESOLUTION:

Motion to adopt Resolution No. 2021-40 setting the real estate tax millage at 2.49 mils for 2022.

- 1) Motion by: _____ Second by: _____
- 2) Chair will ask for public comment.
- 3) Chair will call for vote.

**MONTGOMERY TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2021-40

A RESOLUTION OF MONTGOMERY TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA, ESTABLISHING REAL ESTATE TAX RATES FOR THE CALENDAR YEAR 2022.

BE IT RESOLVED AND ENACTED by the Board of Supervisors of Montgomery Township, Montgomery County, Pennsylvania, as follows:

1. That taxes are hereby levied on all real property within the Township for the calendar year of 2022 as follows:
 - a. Tax rate for General Fund purposes shall be the sum of 1.14 mills on each dollar of assessed real estate valuation, or the sum of 11.4 cents per every \$100 of assessed value.
 - b. Tax rate for Fire Protection purposes shall be the sum of 0.5600 mills on each dollar of assessed real estate valuation, or the sum of 5.6 cents per every \$100 of assessed value.
 - c. Tax rate for Parks and Recreation purposes shall be the sum of 0.2700 mills on each dollar of assessed real estate valuation, or the sum of 2.7 cents per every \$100 of assessed value.
 - d. Tax rate for Debt Service purposes shall be the sum of 0.5200 mills on each dollar of assessed real estate valuation, or the sum of 5.2 cents per every \$100 of assessed value.
2. That any resolution or part of a resolution conflicting with this Resolution is hereby repealed insofar as the same affects this Resolution.

BE IT FURTHER RESOLVED by the Board of Supervisors of Montgomery Township that Montgomery Township establishes the Homestead Exclusion for the year 2022 at \$30,000, to be applicable to residential properties that are owner occupied and have been approved by the Montgomery County Board of Assessments.

ADOPTED at a duly convened meeting of the Board of Supervisors of Montgomery Township conducted on this 13th day of December, 2021.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # **17.**

SUBJECT:	Approval of Montgomery Township Municipal Sewer Authority 2022 Budget
MEETING DATE:	December 13, 2021
BOARD LIAISON:	Tanya C. Bamford, Chair
INITIATED BY:	Carolyn McCreary, Township Manager

BACKGROUND:

Attached is a copy of the 2022 Montgomery Township Municipal Sewer Authority (MTMSA) budget for final consideration as it was presented at the November 8, 2021 Board meeting. The Board of the MTMSA approved this budget at their regular meeting in October 2021.

RECOMMENDATION:

Approval of the MTMSA 2022 Budget.

MOTION/RESOLUTION:

Motion to approve the Montgomery Township Municipal Sewer Authority budget for the fiscal year 2022.

- 1) Motion by: _____ Second by: _____
- 2) Chair will ask for public comment.
- 3) Chair will call for a vote.

Montgomery Township Municipal Sewer Authority Final Budget 2022

		MTMSA Board Approved
		2022 Budget
Revenue Summary		
	Sewer Rentals	5,549,250.00
	Auxiliary Waste Income	170,000.00
	Interest Income	75,000.00
	Other Income	98,000.00
	TOTAL REVENUE	5,892,250.00
Expense Summary		
	Personnel Expenses	1,964,520.00
	Consultant Fees	161,000.00
	Operation Expenses	1,330,900.00
	Treatment Fees	1,597,000.00
	Administrative and Other	181,800.00
	TOTAL EXPENSES	5,235,220.00
	NET OPERATING POSITION	657,030.00
	 Less: CAPITAL EXPENSES	 2,848,500.00
	 TAPPING FEE REVENUE	 1,000,000.00
	FUNDED FROM CAPITAL RESERVES	1,191,470.00
Net Budget		0.00

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # **18.**

SUBJECT:	Approval of Montgomery Township Municipal Sewer Authority 2021 Tapping Fee Agreements
MEETING DATE:	December 13, 2021
BOARD LIAISON:	Tanya C. Bamford, Chair
INITIATED BY:	Carolyn McCreary, Township Manager

BACKGROUND:

Attached is a listing of the Tapping Fee Agreements that were approved by the MTMSA Board in 2021.

RECOMMENDATION:

Confirmation of approval of the Authority's Tapping Fee Agreements as presented.

MOTION/RESOLUTION:

Motion confirming that we have reviewed and approved the Montgomery Township Municipal Sewer Authority agreements as presented at the public meeting of December 13, 2021.

- 1) Motion by: _____ Second by: _____
- 2) Chair will ask for public comment
- 3) Chair will call for a vote.

MONTGOMERY



TOWNSHIP

MUNICIPAL SEWER AUTHORITY

1001 STUMP ROAD, MONTGOMERYVILLE, PA 18936-0605

December 10, 2021

To: Montgomery Township Board of Supervisors

From: Shannon Drosnock, MTMSA Executive Director

Re: Tapping Fee and Development Agreements Approved in 2021

The following Tapping Fee and Development Agreements/Amendments were approved by the Board of the Authority in 2021:

1050 Bethlehem Pike – Unified 1050 LLC

4 EDUs

Lower Gwynedd -Ambler WWTP

Montgomery Commons Shopping Center – Redner’s Fueling Center

1 EDU

Upper Gwynedd Basin

740 Upper State Road - Costco Fueling Center in General Hancock Shopping Center

No EDUs

Eureka Basin

801 Horsham Road – 801 Horsham IPG Associates LLC

No EDUs

Hatfield Basin

25 Bethlehem Pike – North Penn Self Storage

1 EDU

Hatfield Basin

Copies of the approved agreements are available upon request. If you have any questions, please feel free to contact me.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY
Item # **19**.

SUBJECT: Approval of Disposal of Non-Permanent Township Records
MEETING DATE: December 13, 2021
BOARD LIAISON: Tanya C. Bamford, Chair
INITIATED BY: Carolyn McCreary, Township Manager

BACKGROUND:

On April 13, 2009, the Board of Supervisors adopted a resolution declaring the Township's intent to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual dated December 16, 2008, as amended March 28, 2019.

Records may be disposed of in accordance with the provisions of Sections 1386 and 1388 of the Municipal Records Act.

The attached exhibit lists non-Permanent records of the Township that may be disposed of in accordance with the approved retention schedule.

RECOMMENDATION:

Approve the disposal of the listed non-Permanent records in accordance with the Retention and Disposition schedule for records of Pennsylvania Municipal Governments.

MOTION:

Motion to approve the disposal of non-permanent Township records as attached.

- 1) Motion by: _____ Second by: _____
- 2) Chair will ask for public comment.
- 3) Chair will call for a vote.

December 2021

Non-Permanent Records for Disposal

Police Department	2019 Hiring applications (not hired)
Police Department	2018 Time cards
Police Department	2018 Traffic and Non-traffic Citations
Police Department	2018 Permit requests
Police Department	2017 NCIC Printouts
Police Department	2018 Cell Logs/Detention Records
Police Department	2020 Parking Tickets
Police Department	2018 Receipt Logs
Police Department	2019 Lockout Forms
Police Department	2019 Stray Dog Impound
Police Department	2019 Report Request approved/denied
Police Department	2019 Abandoned Vehicle Files
Police Department	2020 Towing Records
Police Department	2018 Daily Activity Records
Police Department	2018 DUI Grant Checkpoint/Administrative Files
Police Department	2018 Aggressive Driving/Buckle-Up Files
Police Department	2018 General Reports
Police Department	2018 Release of Liability
Police Department	2018 News Release
Police Department	2018 PA 1 call Notifications
Police Department	2018 Approved Solicitation Permits
Police Department	2018 PennDot DL640 Forms
Police Department	2018 Report Request Approved/ Denied
Police Department	2018 Daily Rosters
Police Department	2018 Voided Traffic Citations

Police Department	2018 Voided Non-Traffic Citations
Police Department	2018 Voided Parking Tickets
Police Department	2018 PennDot Logs
Police Department	2018 Dept Receipt Logs
Police Department	2019 Parking Tickets
Police Department	2019 Snow Emergency
Police Department	2019 Fingerprinting Log
Police Department	2019 Flag Notifications
Police Department	2019 PA 1 call notifications
Police Department	2019 Good Standing letters
Police Department	2019 Voided Parking Tickets
Planning & Zoning	119 Briarwood Lane – Scanned House Plans
Planning & Zoning	105 Brentwood Ct– Scanned House Plans
Planning & Zoning	126 Bayhill Drive– Scanned House Plans
Planning & Zoning	125 Briarwood Lane– Scanned House Plans
Planning & Zoning	130 Bayhill Drive– Scanned House Plans
Planning & Zoning	128 Bayhill Drive– Scanned House Plans
Planning & Zoning	107 Brentwood Ct– Scanned House Plans
Planning & Zoning	111 Brentwood Ct– Scanned House Plans
Planning & Zoning	132 Bayhill Drive– Scanned House Plans
Planning & Zoning	134 Bayhill Drive– Scanned House Plans
Planning & Zoning	136 Bayhill Drive– Scanned House Plans
Planning & Zoning	111 Eisenhower Lane– Scanned House Plans
Planning & Zoning	119 Eisenhower Lane– Scanned House Plans
Planning & Zoning	120 Bayhill Drive– Scanned House Plans
Planning & Zoning	106 Kennedy Dr West– Scanned House Plans
Planning & Zoning	104 Bayhill Drive– Scanned House Plans
Planning & Zoning	218 Harley Court– Scanned House Plans

Planning & Zoning	112 Bayhill Drive– Scanned House Plans
Planning & Zoning	117 Kingston Way Basement Renovation
Planning & Zoning	8 Lantern Lane Addition– Scanned House Plans
Planning & Zoning	200 Eisenhower Lane– Scanned House Plans
Planning & Zoning	202 Eisenhower Lane– Scanned House Plans
Planning & Zoning	114 Bayhill Drive– Scanned House Plans
Planning & Zoning	108 Bayhill Drive– Scanned House Plans
Planning & Zoning	106 Bayhill Drive– Scanned House Plans
Planning & Zoning	110 Eisenhower Lane– Scanned House Plans
Planning & Zoning	137 Raven Hollow Drive– Scanned House Plans
Planning & Zoning	106 Swan Court– Scanned House Plans
Planning & Zoning	215 Westminster Drive– Scanned House Plans
Planning & Zoning	213 Westminster Drive– Scanned House Plans
Planning & Zoning	102 Birch Court– Scanned House Plans
Planning & Zoning	117 Devonshire Drive– Scanned House Plans
Planning & Zoning	211 Westminster Drive– Scanned House Plans
Planning & Zoning	118 Birch Court– Scanned House Plans
Planning & Zoning	112 Birch Court– Scanned House Plans
Planning & Zoning	1145 Kenas Road– Scanned House Plans
Planning & Zoning	127A Stevers Mill Road– Scanned House Plans
Planning & Zoning	113 Eisenhower Lane– Scanned House Plans
Planning & Zoning	2012 Contractor Registrations
Planning & Zoning	2014 Contractor Registrations
Planning & Zoning	2012 Record Requests
Planning & Zoning	2017 Record Requests
Planning & Zoning	2018 Record Requests
Human Resources	Applications for Employment prior to January 1, 2020 PS2
Human Resources	Employee Personnel Records, without post-separation benefits prior to January 1, 2017 PS8

Administration	Open Records Requests - 2018
Finance	Accounts Payable Voided Checks – 2004 - 2014
Finance	2014 Reconciliations
Finance	2013 Accounts Payables A to Z, Monthly AP Reports
Finance	2013 Fire Service Invoices
Finance	2013 Audit Workpapers
Finance	2014 Accounts Payables, Reports, Petty Cash, Business Tax Refunds, Recreation Refunds
Finance	2013 Accounts Payable – Refunds, 1099s
Finance	2013 Cash Receipts & EIT Receipts, Journal Entries
Finance	2013 Police Pension Statements
Finance	2013 Transfer Taxes
Finance	2013 EIT and Tax Liens
Finance	2014 Contractor Registrations
Finance	2014 Register Transaction Report
Finance	2013 Closed Accounts – A to Z
Finance	2013 Business Tax Reconciliations
Finance	2013 Time Sheets
Sewer Authority	2014 A/P – 2 boxes FN-2
Sewer Authority	2014-2016 Daily Cash Receipts – 7 boxes FN12
Sewer Authority	2011 Timesheets – 1 box PL14
Sewer Authority	2011 to 2014 Payroll Taxes – 1 box PL16 PL18
Sewer Authority	2012 – 2013 Payroll – 1 box PL5

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 20.

SUBJECT: Approval of ExactHire Applicant Tracking and Employee Onboarding Software
MEETING DATE: December 13, 2021
BOARD LIAISON: Tanya C. Bamford, Chair
INITIATED BY: Ann Shade, Director of Administration & Human Resources

BACKGROUND:

Attached is a proposal from ExactHire, a human resources (HR) software company and provider of HR solutions, for consideration of a hiring and new employee onboarding system.

In 2021, we budgeted \$10,000 for the purchase of a Township intranet network. While we continue to consider use of an intranet in the future, we have discovered new ways of sharing information, communicating and collaboration through the use of the current Microsoft Teams. We are instead proposing to use technology in another way and improve HR functions related to hiring and onboarding, with specific focus on applicant tracking and onboarding software.

Applicant tracking and onboarding software will integrate the hiring process allowing both the applicants and HR to manage documentation and tasks. For instance, the current paper and fillable application for employment would be replaced with the option of an online application; the software will also integrate our applicant communications in a more focused manner pertaining to interviews, background checks and offer letters. The online system would also keep applicant information in a compact, secure, online "packet" instead of the use of paper.

Ten (10) vendors were reviewed and screened and ExactHire is the proposed vendor. Attached is their terms of agreement, itemizing their services at \$5,880.00.

BUDGET IMPACT:

Replacing \$10,000 Intranet Capital New budget with ExactHire HR software at \$5,880.00.

MOTION/RESOLUTION:

Motion to accept the proposal from ExactHire for the purchase of a hiring and new employee onboarding system at the cost of \$5,880.00.

- 1) Motion by: _____ Second by: _____
- 2) Chair will ask for public comment.
- 3) Chair will call for a vote.



Exact Hire

+

Montgomery Township

Prepared By: Liza Galliher on Nov 29, 2021

Contact: lgalliher@exachire.com (317) 296-8000



Account Name: Montgomery Township

Billing Address: 1001 Stump Road | Montgomeryville,
PA 18936 United States

This agreement expires after 30 days.

Item	Price	Qty.	Subtotal
ExactHire - Annual Access	\$2,700.00	1	\$2,700.00
OnboardCentric - Annual Access	\$1,560.00	1	\$1,560.00
OnboardCentric - Custom Form(s) - Implementation	\$600.00	1	\$600.00
OnboardCentric - Hirelink - Annual Access	\$420.00	1	\$420.00
OnboardCentric - Hirelink - Implementation	\$100.00	1	\$100.00
OnboardCentric - Implementation	\$500.00	1	\$500.00
Total			\$5,880.00

Account Contact Information

Name: Kristin Maas

Email: kmaas@montgomerytwp.org

Phone: (215) 393-6919

Indeed.com Integration (required for posting to Indeed.com)

Indeed Login:

Subscription Term - 12 months



ExactHire is committed to partnering with clients to build trust and exceed their expectations of our software and service. To that end, we offer both a satisfaction 60-day money back guarantee, as well as a speedy, 2-day software implementation guarantee. Please see the details of our commitment to you here: <https://www.exacthire.com/exacthire-guarantees/>

The term of this agreement is 12 months. Subscription will automatically renew for additional periods equal to the expiring subscription term or one year (whichever is shorter), unless either party gives the other written notice at least 30 days before the end of the relevant subscription term. For complete details, see Terms and Conditions (Section 6c) of the Master Subscription Agreement here: <https://www.exacthire.com/trust-center/#terms>*

The start date of this agreement will begin once Customer has executed and returned Product Agreement (aka Order Form) to ExactHire.

Billing and Payments

Billing Contact Name:

Email:

Billing Frequency: Monthly

Payment Options (Based on your selected option, authorize payments on page 14 or 15.)

☐ **A)** Direct Payments (ACH Debits)

☐ **B)** Automatic Credit Card Billing

Terms and Conditions

By signature, my organization agrees to ExactHire's Terms of Use, which are available for review here: <https://www.exacthire.com/trust-center/#terms>

Signature:

Date:



Payment Option A

AUTHORIZATION AGREEMENT FOR DIRECT PAYMENTS (ACH DEBITS)

Company Name: Acceleration Human Resources Inc./ExactHire (herein referred to as "Company")

Address: 10333 N. Meridian, Suite 130, Indianapolis, IN 46290

Company ID Number: 20-8085067

We (I) hereby authorize Company to initiate debit entries to (my) our... (select one)

☐ Checking Account ☐ Savings Account

Please debit our account for: (select one or more)

☐ Access Fees ☐ Assessments ☐ Set Up Fees

...indicated below at the depository financial institution names below, hereinafter called DEPOSITORY, and to debit the same to such account. We (I) acknowledge that the origination of ACH transactions to our (my) account must comply with the provisions of U.S. law.

Depository Name:

Branch:

City

State:

Zip:

Routing Number:

Account Number:

Depositor Name:

Account Name: Montgomery Township

Upload image of voided check:



Payment Option B

AUTHORIZATION AGREEMENT FOR AUTOMATIC CREDIT CARD BILLING

VISA, MASTERCARD, AMEX, DISCOVER

Company Name: Acceleration Human Resources Inc./ExactHire

Address: 10333 N. Meridian, Suite 130, Indianapolis, IN 46290

Company ID Number: 20-8085067

I authorize ExactHire to automatically bill the card listed below for Fees as specified:

Client name: Montgomery Township

Invoice/Product: ExactHire Access and Setup Fees

Amount: "amount on invoice" **Billing Frequency:** Monthly

Start Billing on: Payment Due net 14 from date of signature.

Note: Billing by credit card will end when contract is terminated or customer makes arrangements for alternate type of payments by 30-day written notice. There is a 5% fee for all credit card charges.

Credit Card Type:

Credit Card Number:

Expires:

3 or 4 digit security code:

Cardholder's Name (as shown on credit card):

Cardholder's Zip Code (from credit card billing address):

Check One: ☐ Corporate ☐ Personal

Payment Authorization Acknowledgment

I acknowledge that I am authorized to sign this payment agreement on behalf of my company.



ExactHire
Technology for Hiring

Signature:

Date:

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # **21.**

SUBJECT: Authorize Advertisement of Ordinance Amendment – Fire Chief Duties
MEETING DATE: December 13, 2021
BOARD LIAISON: Annette M. Long
INITIATED BY: Carolyn McCreary, Township Manager
Bill Wiegman, Director of Fire Services

BACKGROUND:

The Township Manager and Director of Fire Services have been working to eliminate any conflicting language in the fire services agreement and ordinance while the volunteers of FDMT are simultaneously updating their bylaws. This is being done to operationally and administratively support the vision of One Department, One Mission.

The ordinance amendment has been reviewed by the Township's labor attorney, as he was involved with drafting the original ordinance.

PREVIOUS BOARD ACTION: None

BUDGET IMPACT: None

RECOMMENDATION:

Staff recommends the Board authorize the advertisement of the proposed ordinance amendment.

MOTION/RESOLUTION:

Motion to authorize the advertisement of an ordinance amendment changing the title of the Director of Fire Services to Fire Chief and reflecting this change in the duties as described.

- 1) Motion by: _____ Second by: _____
- 2) Chair will ask for public comment.
- 3) Chair will call for vote.

Chapter 17. Fire Department

(Added 1-6-2003 by Ord. No. 02-165]

§ 17-3. Appointment and Duties of Township Fire Chief.

- A. There shall be a Township Fire Chief (the "Fire Chief") who will be employed by the Township and appointed by the Board of Supervisors.
- B. The Fire Chief shall answer to the Township Manager for the efficient and effective operation of the Department, which includes the Fire Marshal, Deputy Fire Marshals, fire fighters employed by the Township, volunteer fire fighters, and the Emergency Management Coordinator.
- C. The Fire Chief shall be responsible for the following:
 - 1. Directing and coordinating the provision of Firefighting, Fire Protection, Fire Marshal services, and emergency management activities to the Township;
 - 2. Developing and enforcing standard operating guidelines based on recognized procedures and practices in the fire services field;
 - 3. Coordinating the resources necessary to control large-scale and complex emergencies, when such action is necessary to protect life and/or property;
 - 4. Such other duties which may be assigned from time to time by the Township Manager.
- D. The Fire Chief, in consultation with the Incident Commander or Deputy Fire Chief, shall have the authority to initiate evacuations and exclude the public from the immediate vicinity of an emergency or place of danger.
- E. The Fire Chief shall have the authority to suspend from the Department without pay for a period of up to three (3) work days, any fire fighter employed by the Township who violates the recognized procedures and practices or other rules of the Department. Prior to imposing any such suspension, the Fire Chief shall report the cause and circumstances of the action to the Township Manager. The Fire Chief may temporarily suspend with pay and without prior notice to the Township Manager, any fire fighter employed by the Township if the Fire Chief believes it is necessary for the good of the Township. The Fire Chief shall notify the Township Manager of any temporary suspension within twenty-four (24) hours of the suspension. Fire fighters employed by the Township may appeal disciplinary actions in accordance with the terms of any applicable collective bargaining agreement.
- F. When provided for in the by-laws of a volunteer fire company servicing the Township, the Fire Chief shall also be available for non-binding consultation with fire company leadership on matters involving the discipline of volunteer fire fighters, including but not limited to suspension and expulsion from membership of the fire company.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # **22.**

SUBJECT:	Other Business – Department Reports
MEETING DATE:	December 13, 2021
BOARD LIAISON:	
INITIATED BY:	Tanya C. Bamford, Chair

BACKGROUND:

Township staff has prepared reports for the month of November. If there are any questions, the Department Directors will be available to answer them at the public meeting.

Additionally, this is an opportunity for staff to bring items or issues to the Board of Supervisors of interest or for which they need input or direction.

ADMINISTRATION REPORT

November 2021

Administrative Matters (Township Manager)

- Held agenda preparation meetings with Department Heads
- Participated in the Greater Montgomery County Chamber of Commerce Municipal Managers Update
- Facilitated first Township-wide staff educational training entitled "Navigating Through Change in a Pandemic"
- Participated in DVT Governance Committee and DVHT Executive Committee monthly meetings
- Met with Deb Rivas to discuss new Supervisor onboarding process
- Participated in interviews for final candidates for VMSC Chief position
- Met with Department Heads as needed to discuss operations and open items
- Attended virtual meeting to discuss concept plan for development of a vacant parcel in the Township
- Attended virtual meeting to discuss PennDOT plan to pave Knapp Road and potential for bike lanes
- Attended Finance and BDP Committee meetings (EAC cancelled -no quorum)
- Attended virtual meeting of the Partnership TMA Board
- Attended virtual Chamber of Commerce meeting with Leslie Richards, SEPTA General Manager
- Met with Public Information Coordinator to discuss website improvements
- Met with owner of 1050 Bethlehem Pike and Code Enforcement Staff to discuss outstanding issues
- Attended Planning Commission meeting re: Westrum proposed land development
- Met with Chief Bendig and Director Wiegman to discuss continuity planning for Township operations
- Held separate monthly staff meetings for the Township Engineer, Solicitor and Traffic Engineer
- Attended virtual webinars: Courageous Conversations – A Life In Public Service, Passing the Torch – Developing a Succession Plan for You Municipality, New Infrastructure Funding – An Overview for Local Government Leaders

Human Resources

- Attended/responded to various inter-department meetings and discussions:
 - Safety Committee meeting
 - Continued meetings with staff, IT and public information to coordinate and discuss logistics of all-employee virtual training including a Teams "trial run" with presenter, Nancy Lewis on "Navigating through Change" scheduled for Nov. 9.
 - Collaborating and sending out communications regarding open enrollment and accompanying documents; also sent out notice of creditable coverage notices
 - Conducted random D&A testing to remain in compliance with CDL laws
 - Initial coordination/discussion of employee 2021 special moments and service awards
- Attended DVWCT conference call to discuss workers compensation pay
- End of year employee service award coordination
- Conducted reference checks on possible applicant tracking/onboarding vendor
- Attended two meetings with separate ATS/Onboarding vendors
- Review of monthly employee e-blast birthdays and anniversaries
- Conducted telephone screening of potential front desk person-recreation
- Final coordination of and submission of DVT Wellness grant for 2021.

- First call to employees to send in pictures of any special 2021 moments to be included in a special employee ENews.
- Coordination of occupational and non-occupational absences with employee(s) and DVWCT.
- Training: Hosted virtual-all-employee-training by Nancy Lewis, Navigating Through Change; Attended virtual PA Professional Women's conference ; virtual public servants survival guide workshop sponsored by Lower Merion; online DVTH Wellness Virtual Webinar-Surviving the Holidays; virtual November HRC meeting; virtual Cyber Security Training hosted by DVT; Webinar hosted by North Montco Technical Career Center regarding new CDL license rules in 2022.

Public Information

- Ongoing communication with Township residents, businesses, and staff utilizing the various communication channels.
- Promotion of Recreation & Community events and programs, including gift certificates
- Attended biweekly Board of Supervisors meetings
- Attended Business Development Partnership Meeting (11/16)
- Attended DVT & PSU Virtual Training on Performance Management (11/3)
- Helped coordinate and attended Township-wide In-Service Staff Training (11/9)
- Attended PA Office of Open Records "Basics of the Sunshine Act" webinar (11/10)
- Attended "Public Servant Survival Training," coordinated by the Montgomery County Public Information Officer (PIO) Consortium (11/11)
- Attended virtual training for the Township's new digital signage via Watchfire (11/15)
- Met with Carolyn & Deb to discuss Public Information goals in 2022, with a large focus on enhancing website accessibility and organization. (11/16)
- Attended DVT & PSU Virtual Training on High Performing Teams (11/17)
- Began work on internal staff End of Year Service Awards video
- Drafted social media content calendar for December 2021

Community and Recreation Center Report

November 2021

The month of November 2021 at the Montgomery Township Community Recreation Center (CRC) continued to see increased traffic, participation, and community interest with regards to all phases of the CRC operation. Facility use rentals are increasing. Program participation is steadily growing with each new endeavor. Group exercise classes, especially senior offerings, are routinely filling the gymnasium with fitness enthusiasts. The current activity is indicating that 2022 could be the return to “normalcy” at the CRC.

Below is a review of highlighted program activity and facility usage for the month of November 2021:

- Montgomery Youth Basketball has returned to our facility. November saw the first practices in over a year and a half on our basketball courts.
- The monthly Red Cross CPR class attracted 12 students during the November sessions.
- “FUN-demental” Tennis is offered indoor youth lessons during November. They will continue through the first few weeks of December.
- Story Time by the North Wales Library conducted two events during November. The two-hour long events had over 20 avid listeners in attendance.
- Pickle ball players have returned in full force during November. Wintry weather is the key to larger groups of enthusiastic participants. Play was conducted seven days a week during November, highlighted by evening sessions on Thursday night
- Group Pickleball lessons continue to fill with each session offered. There is significant truth to the claim that pickle ball is the fastest growing sport in the United States, and we are witnessing within the CRC.

- Tuesday musical jam sessions returned to the CRC on November 9th. The weekly gatherings regularly have 4 to 5 musicians each week.
- Badminton continues to increase each week in participation. Three nets are now in operation during scheduled times.
- Corn hole players continues to have a loyal following on Thursday evenings.
- Our canvas painting program offered classes for children, adults and families throughout November. The popular all age activity will continue during winter 2022.

Physical Facility Updates:

- 1) All HVAC units have been placed in “heat” mode for the upcoming months.
- 2) The gymnasium had 8 lights replaced or repaired by our Public Works staff. The difference in brightness is significant.
- 3) The outdoor facility has completed winterization with the removal of all canvas shade structures.
- 4) *****Expanded CRC operating hours effective January 3rd 2022, are as follows:

Monday through Friday: 5:30am to 9:00pm

Saturday and Sunday: 8:00am to 5:00pm

Finally, on behalf of the entire Community Recreation Center staff, we would like to wish the entire Montgomery Township community a Happy Holiday Season. We hope that 2022 will be a safe, healthy, positive, and productive New Year for all.

Floyd S. Shaffer, Community Recreation Center Director



Montgomery Township Inter-Office Memo

To: Carolyn McCreary, Township Manager
From: Brian Shapiro, Director of Finance
Date: 12/13/21
Subject: November Finance Committee Report

Attached is a revenue and expenditure report as of 11/30/2021 for the Montgomery Township 2021 budget.

2021 Budget Summary – as of 11/30/21:

The General Fund total revenues are \$13,607,668 or 101.10% of total budget. Major revenue sources comprise \$11,629,160 of the total revenues.

General Fund Revenue Highlights:

- Total real estate collections are at 103.57%.
- Earned Income Tax (\$5,549,044) is at 105.70% of budget (\$5,250,000). During the years of 2018-2019 average collections was \$5,337,935. Based on past trends, an average of \$318,000 is collected during the month of December.
- Local Services Tax (\$436,305) is at 87.26% of budget (\$500,000). Based on past trends, an average of \$7,000 is collected during the month of December, which would bring total 2021 collections at \$443,305. This would represent 88.66% of total budget. This tax is payable by all individuals who hold a job or profession within the Township.
- Both Mercantile and Business Privilege Taxes are at 98.57% (\$1,774,294) and 108.38% (\$975,447). Combined Mercantile and Business Privilege Taxes are 3.66% less than 2020 actual. In preparing the 2021 budget, staff had budgeted a 6% decrease.
- On an accrual accounting basis, R.E. Transfer Tax is at \$1,014,989 or 140.00% of budget.

Total expenditures are \$11,486,861 or 85.34% of total budget. All Departments are tracking as expected. The majority of expenditures for the remainder of the year are personnel costs: wages and benefits.

**DEPARTMENT of FIRE SERVICES
NOVEMBER 2021
MONTHLY ACTIVITY REPORT**

During the month November 2021, the Department of Fire Services performed the following activities:

EMERGENCY RESPONSES-47

Average response time of 1st arriving apparatus: 7 minutes 22 seconds

Stipend Crews – 7 minutes 1 sec

Volunteer Crews – 8 minutes 51 sec

Career Crews – 5 minutes 8 sec

Total responses and average number of personnel: 10 members

Stipend Crews –5 calls; average of 8 FF members

Volunteer Crews –17 calls; average of 11 FF members

Career Crews – 25 calls; average of 10 FF members with

Average number of personnel on fire/emergency scene: 6 members

Stipend Crews – 5 FF members

Volunteer Crews – 5 FF members

Career Crews – 6 FF members

SIGNIFICANT FIRE INCIDENTS

- November 12, 2021 Dwelling Fire- Valley View Drive, Lower Gwynedd
- November 23, 2021 Building Fire – TJ Max 801 Airport Square, North Wales

ADMINISTRATIVE

Meetings attended (in person/phone/virtual) during the November:

- DFS Staff Meetings & Individual Meetings with Staff
- Department Heads Meetings with Township Manager
- FDMT Business Meetings of the FDMT & FDMT Relief Association
- Meetings with Township Staff
- Township Board of Supervisors Meetings
- Meetings with Montgomery County Fire Chiefs & Fire Marshals
- Meetings with various vendors for equipment and services
- Meetings with Township Code Enforcement Officials
- Public Safety Committee Meeting
- Meetings with officers and members of the FDMT
- Montgomery County Emergency Management Meeting
- Plan Review Meetings
- Meetings with Public Works & MTMSA
- Preparations for 2022 DFS Budget Proposal
- Meetings with ESO for data migration to the new RMS
- County CISM Team Meeting
- Presentation to Temple University CJ Club on Emergency Management
- Meetings with Scoogie Events for MoTown Turkey Trot Race

COMMUNITY RELATIONS

Activities were conducted for Fire Prevention and Other Special Events

- November 11, 2021 Home schooled children and their parents visited Battalion 1 Fire Station with a fire prevention and apparatus presentation.
- November 11, 2021 Cub Scout Den visited the Battalion 1 firehouse for a tour and fire safety presentation.
- November 25, 2021 the department participated in the MoTown Turkey Trot on the Parkway.

FIRE MARSHAL'S OFFICE

Inspections:

- Initial Life Safety Inspections – 47
- Life Safety Re-inspections – 32
- Closed Out Life Safety Inspections – 32
- Houses of Worship and 595 Bethlehem Pike business complex were followed up with re-inspections to further close out pending violations
- Montgomery Mall Occupancies – fire Inspections and follow ups were conducted

Fire Marshal Follow Up:

- Choi Antiques Restoration – 398 Doylestown Pk, Montgomeryville
- 5 Point Automotive Center – 104 Bettys Ave, Montgomeryville
- Airport Square – 801 Bethlehem Pk, North Wales
- AYR Walk-Through

Knox-Boxes:

- There was 2 inquiry from property owners/tenants to activate new Knox Box systems for their buildings.

Plans Review Update:

- Village of Windsor
- Higher Rock Townhouse Development
- Bharatiya Temple

Smoke Alarms:

- The department had 9 requests from township residents for smoke detector/battery replacement.

TRAINING

The following training occurred during the month of November for the Department:

- November 8, 2021 Live Burn for DFS & FDMT at MCFA
- November 9, 2021 *Navigating Through Change* Training – *Completed*
- November 9, 2021 Chief Wiegman attend the PSTAT Emergency Management Training at MCFA
- November 15, 2021 FDMT completed a training on Ground Ladder Refresher through BCPSTC
- November 29, 2021 FDMT completed a Radio Operations Refresher
- FDMT continued with ProBoard Driver Operator Aerial training and testing
- Captain John Scheiter *Fire Officer IV* Training – *Completed*

DEPARTMENTAL OPERATIONS

- Squad 18 went to Cummins in Bristol, PA for repairs to the Engine
- New Nozzles were received and inventoried. They will be placed into service soon.
- Township IT Department completed software upgrades to FDMT Tablets.
- FDMT is updating Criminal Histories and Child Abuse Clearances for volunteers.

OFFICE OF EMERGENCY MANAGEMENT & COMMUNITY RISK REDUCTION

- November 3, 2021, the DFS & Montgomery County Office of Public Safety hosted a COVID Booster and Flu Shot Clinic at Battalion 1 for area First Responders
- The Department began the process of creating a Continuity of Operations Plan (COOP) for the Township
- The Department created and executed an Incident Action Plan for the Motown Turkey Trot
- FEMA Fire Prevention Grant for \$79,000.00



NOVEMBER 2021 FIRE CALL REPORT

TYPE OF CALL	MONT	AWAY	TOTALS	TOTAL (YTD)
FIRE ALARM	13	2	15	192
OTHER (GOOD INTENT)	0	0	0	2
BUILDING FIRE	1	4	5	31
FIRE POLICE	2	1	3	39
DUMPSTER	0	0	0	1
VEHICLE RESCUE	0	0	0	8
VEHICLE ACCIDENT S/B	2	0	2	16
VEHICLE FIRE	0	0	0	10
DWELLINGS	3	1	4	34
ELECTRICAL OUTSIDE	0	0	0	17
COVER OTHER COMPANY	0	0	0	3
ODOR GAS (INSIDE)	4	0	4	16
ODOR GAS (OUTSIDE)	0	0	0	8
CO	2	0	2	20
ASSIST EMS	8	1	9	68
ASSIST PD	0	0	0	5
INVESTIGATION	2	0	2	48
RIT	0	0	0	0
HAZ MAT	0	0	0	2
HELICOPTER	0	0	0	2
RESCUE (OTHER)	0	0	0	7
BRUSH/TRASH/RUBBISH	1	0	1	16
APPLIANCES	0	0	0	3
TOTAL	38	9	47	548



Montgomery Township Inter-Office Memo

To: Carolyn McCreary, Township Manager
From: Richard Grier, Director of IT
Date: December 8, 2021
Subject: November 2021 Information Technology activities

The following are the activities of the IT Department for the month of November 2021.

- Setup for org wide online training. Setup laptops and logins for DPW staff at Battalion 1
- Reviewed HR software vendor proposals
- Attended 1-day [CISA](#) review with MTMSA to review cyber security and compliance.
- Resolved issue with channel updates for all MONTCRC TVs
- Replaced Xbox One X in the Youth Lounge at MONTCRC with new Series S unit
- Resolved issue with reception door release button for Township building
- Attended and processed November 8th and 22nd BOS meeting for broadcast.
- Reviewed Microsoft Viva Learning licensing for staff training
- Renewed Exchange Server SSL Certificate for scanning and alert notification
- Purchased iPad and accessories for new BOS member
- Started year end processes for backing up data and network configurations
- Updated digital signature on all payroll and payable checks

Scheduled Projects for December 2021

- Complete 365 training for Police staff (Only 3 members left)
- Complete Wi-Fi review
- Move forward with Multi-Factor Authentication for all staff
- Attend power apps development training
- Complete CO-Management configuration for remote devices

DEPARTMENT OF PLANNING & ZONING

November 2021

Permits Submitted – 105

(November 2020 – 91)

YTD Permits Submitted – 1351

(2020 YTD – 1220)

Permit Fees Collected - \$ 46,118

(November 2020 – \$28,561)

2021 YTD Permit Fees - \$ 562,954

(YTD 2020 - \$813,753)

Violations / Complaints Investigated – 18

Permits Issued – 93

Zoning Hearing Board Applications heard: 1

Businesses issued Certificate of Occupancy: 2

Active Land Development Projects:

PROJECT NAME	LDS#	LOCATION	APP. DATE	MTPC	STATUS	
Parkview – Toll Bros.	679	Bethlehem Pike	1/20/2015	4/20/17	APPROVED WITH CONDITIONS	42 of 42 Building Permits Issued 42 C/O Issued
Firefox Phase 2 (Walnut Creek)	630	Bethlehem Pike			APPROVED WITH CONDITIONS	58 of 58 Building Permits Issued 58 C/O Issued
510 Bethlehem Pike – King	688	Bethlehem Pike	4/22/2016	5/16/19	REVISED PLANS SUBMITTED	Approved On Hold by Developer
Hawthorn Retirement Residence	651	Montgomery Glen Drive	7/27/2016		Opened	Opened July 2021
Montgomeryville Nissan – Nappen	991	Bethlehem Drive	8/3/2016	1/19/2017	APPROVED WITH CONDITIONS	Phase 2 Building Construction Complete
Higher Rock – Phase 1 & 2	694	Bethlehem Pike			Phase 1 Completed Phase 2 Under Construction	Design Center and Office Building under construction
FedEx Ground	696	Welsh Road	3/23/18	11/17/2016	Pending Final Completion of LD	Construction Completed
Pete's Carwash	699	Welsh Road	7/6/18	6/20/19	Preliminary Approval Granted	Project Under Construction
Montgomery Realty Assoc. - 744 Bethlehem Pike	701	744 Bethlehem Pike	10/29/18		REVISED PLANS SUBMITTED 5/20/19	Building Permits Issued October 2021
Villages at Windsor	704	Horsham and North Wales – Vacant Lot			Under Review	
Bharatiya Temple – phase 2	707	County Line Road			Under Review	
Fahy – 276 Stump Road – 2 Lot Subdivision	708	Stump Road			Resubmission Under Review	Conditional Approval June 14, 2021 Solicitor Preparing Agreements
Redners Gasoline Filling Station	709	1200 Welsh Road			Conditional Use Granted	LD Approval Granted – Project on hold by Applicant

Non-Residential Certificates of Occupancies Issued

Target	125 Witchwood Drive	1400 sf Grocery Pickup Area in existing store
AYR Wellness	801 Horsham Road	Retail Sales



MONTGOMERY TOWNSHIP POLICE DEPARTMENT



Monthly Activity Report for November 2021

Crime Data:	Total Calls for Service:	2,477
	Total Part I Crimes:	21
	Total Part II Crimes:	118
	Total Criminal Arrests:	60
Crash Data:	Total Crashes:	83
	Reportable Crashes:	19
	Non Reportable Crashes:	64
	Injuries:	9
Traffic Enforcement Activities:	Traffic Stops:	715
	Traffic Citations:	374
	Warning Notices:	12
	Field Contact Cards:	453
	Traffic Complaints Received:	25
	Selective Enforcements:	124
Other Police Activities:	Assist Fire Department:	19
	Building Alarms:	113
	Direct Patrols:	427
	Lockouts:	15
	Medical Assistance:	110
	School Walk-Through:	13
	Vacant Home Checks:	12
	Training Hours:	540
Speciality Unit Usage:	Canine Unit:	32
	Mobile Incident Response Team:	0
	Montgomery County SWAT-CR:	0
Personnel Overtime:	Court Overtime:	2
	Regular Overtime:	16
	Reimbursed Highway Grant Overtime:	25
	Reimbursed Special Duty Overtime:	37
	Non-Sworn Overtime:	38
	Sworn Comp Time:	15.75
	Non-Sworn Comp Time:	8

A MORE DETAILED NOVEMBER ACTIVITY REPORT
WILL BE PROVIDED TO THE BOARD LATER THIS MONTH

Montgomery Township Public Works Department

Monthly Report – November 2021

PARKS/OPEN SPACE:

- The entire crew finished up mowing 11 of the Township owned parks and 64 basins.
- Scott D., Larry, Dale, Chris & Scott Y. attended the Community Forestry Workshop to obtain necessary pesticide credits.
- Scott D., Larry, Dale, Chris & Scott Y. took down five (5) dead trees on Township property throughout the month.
- Planted a Norway Spruce tree in support of the Police Department outside of their building.
- Larry & Scott D. cut grids in the fields at William F. Maule Park at Windlestrae to assist with the PD1 K-9 Trials.
- Scott D. & Chris installed the memorial bench at Friendship Park.
- Scott D., Larry, Dale, Chris, Scott Y. equipped several Township trucks with salt spreaders and snowplows in preparation of the winter season.
- The entire crew installed the new basketball hoop assembly at Autumn Woods Park.

ROADS:

- Bill, Bryan & Joe continued street sweeping as part of our MS4 Stormwater program.
- Bill, Steve, Scott S., Joe & Bryan equipped several Township trucks with salt spreaders and snowplows in preparation for the winter season.
- Scott S. & Joe dug out a swale on Vilsmeier Road to improve drainage in the Township ROW.
- Scott S., Steve, Bill & Joe reconstructed a swale and lined with large rocks on Twining Road to eliminate erosion and prevent silt buildup in our storm sewer system.
- Scott S., Steve, Joe, Bill & Bryan rebuilt three severely unstable inlets along Longleat Drive.
- Scott S., Steve, Bryan & Joe sealed the blacktop patches from the completed 2021 projects.
- Bill, Bryan & Joe hauled leaved to Britton Industries for recycling as part of our MS4 Stormwater program.
- Scott S., Bill & Steve performed a concrete pipe repair within a Township easement at 206 Tudor Drive.
- Kevin performed routine maintenance on several Township vehicles and helped coordinate snow equipment installation and testing.

FACILITIES:

- Don & Dave installed a new snow guard system on the roof of VMSC to prevent snow and ice from falling on cars in the Police parking area.
- Don & Dave finished installing new LED light fixtures on the exterior of the Police Department building and wall.
- Don & Dave replaced a total of 8 defective LED fixtures in the gym of the CRC.
- Don & Dave repaired the broken automatic door locks for the restrooms at Spring Valley Park.
- K J Doors replaced the exterior man door and frame for the Police Sally Port.
- Dave worked with Gilmore, Rhythm Engineering and Tony Still to address ongoing traffic signal issues.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # **23.**

SUBJECT:	Other Business – Committee Board Liaison Reports
MEETING DATE:	December 13, 2021
BOARD LIAISON:	
INITIATED BY:	Tanya C. Bamford, Chair

BACKGROUND:

This is an opportunity for any Supervisors who are liaisons to volunteer committees or boards who may have met in the month of November to provide an update on those meetings.