

# LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS REGULAR PUBLIC MEETING

Tuesday, June 27, 2023, 7:00 p.m.



To join the meeting via Zoom:

<https://us02web.zoom.us/j/84405044005?pwd=RWliRi94ZTFoU3BWbXlpRzZkTk0vdz09>

Call #: 1-646-876-9923

Meeting ID: 844 0504 4005 Passcode: 666962

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## CALL TO ORDER AND PLEDGE OF ALLEGIANCE

### ANNOUNCEMENTS AND PRESENTATIONS

The Board of Supervisors met in executive session prior to tonight's meeting to discuss matters of litigation, emergency services and personnel.

The Township is closed on Monday and Tuesday, July 3rd & 4th, for Independence Day

### PUBLIC COMMENTS

Citizen comments, concerns, questions for items not on the agenda

(Comments on agenda items will be taken when those items are discussed by the Board)

### BUILDING AND ZONING

1. Resolution 2023-14 Preliminary/final subdivision approval for 1500-1524 Cedar Hill Road (#22-05SUBD)
2. Consideration of request for waiver of land development for Gwynedd Mercy University's courtyard improvements
3. Resolution 2023-15 Approval of amended record plan for 545 N. Bethlehem Pike
4. Consider an amendment to the Subdivision and Land Development Ordinance increasing the traffic impact fee
5. Appoint Mike Mrozinski to the Joint UCC Board of Appeals
6. Review of Township Engineer's Report - any questions for the Township Engineer?
7. Review of Traffic Engineer's Report - any questions for the Traffic Engineer?

### GENERAL BUSINESS

1. Tax credits for volunteer firefighters:
  - a. Consider ordinance creating tax credits for volunteer firefighters
  - b. Resolution 2023-16 Establishing eligibility criteria for the tax credits

2. Historical Markers Program:
  - a. Consider an ordinance establishing the Lower Gwynedd Township Historical Markers Program
  - b. Approval of the Lower Gwynedd Township Historical Markers Program Guidelines
3. Authorization to advertise an ordinance establishing a property maintenance code
4. Consideration of Wells Fargo proposal to replace signs on leased property
5. Award bid for installation of equipment improvements and related construction for the traffic signal at Norristown Road and Tennis Avenue to Lenni Electric in the amount of \$172,269.35
6. Resolution 2023-17 Updating Township Fees
7. Review of financials YTD and Balance Sheet - May 2023
8. Approval of invoices
9. Approval of minutes - May 23, 2023

### **SUPERVISOR LIAISON REPORTS**

Questions about Volunteer Commission Meeting Highlights from Supervisor Liaisons

### **STAFF UPDATES**

Updates from staff on municipal activities and projects - **Spring House intersection**

### **SUPERVISORS COMMENTS**

Comments or questions from the Board of Supervisors

### **Adjournment**

#### **UPCOMING MEETING DATES\***

BOARD OF SUPERVISORS	TUES	07/25/2023	7:00 P.M.
ENVIRONMENTAL ADVISORY COUNCIL	WED	07/12/2023	7:00 P.M.
HISTORICAL ADVISORY COMMITTEE	THURS	07/20/2023	6:00 P.M.
HUMAN RELATIONS COMMISSION	THURS	07/06/2023	7:00 P.M.
PARKS AND RECREATION	MON	07/18/2023	6:00 P.M.
PLANNING COMMISSION	WED	07/19/2023	7:00 P.M.
ZONING HEARING BOARD	THURS	07/13/2023	6:00 P.M.

\*Please check the Township website to confirm meeting dates and times.



## MEMORANDUM

**ATTN:** Board of Supervisors  
**DATE:** Thursday, June 22, 2023  
**FROM:** Jamie P. Worman, Assistant Township Manager  
**SUBJ:** Cedar Hill Road Subdivision (#22-05SUBD)

**Conditional Preliminary/Final Approval of the Cedar Hill Road Subdivision (#22-05SUBD) Please note, the plans for this subdivision can be found on the township website, as they are too large to include in this packet. The plans are posted under Board of Supervisor Meetings.**

This proposed project is for a 7-lot subdivision located at 1500-1524 on Cedar Hill Road. The applicant, Cedar Hill Development Group LLC, intends to combine three parcels and then subdivide the 11.8-acre property into seven single family residential lots. Two of the existing homes will be removed and one will remain on what is identified as Lot #4. The applicant recently received a variance from the ZHB to permit an encroachment of an existing porch into the side yard setback. Rain gardens are proposed in the rear of the properties to control any increased runoff and a paved trail will be added across the frontage of the property. This plan was presented to the BOS in December of 2022. The project received a recommendation for approval from the LG Planning Commission at their meeting in November of 2022. ***The recommended action is that the BOS grant preliminary/final approval to the Cedar Hill Road Subdivision application with the conditions noted in the approval Resolution.***

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS  
MONTGOMERY COUNTY, COMMONWEALTH OF PENNSYLVANIA**

**RESOLUTION NO. 2023- \_\_\_\_\_**

**1500-1524 CEDAR HILL ROAD  
PRELIMINARY AND FINAL SUBDIVISION APPROVAL**

**BACKGROUND**

A. Cedar Hill Development Group LLC (“**Applicant**”) is the owner of property located at 1500-1524 Cedar Hill Road, consisting of three parcels (Parcels #39-00-00643-00-2, #39-00-00646-00-8, and #39-00-00649-00-5 located within the A-1 Residential Zoning District containing approximately 11.8 acres, currently containing three (3) dwellings with various accessory structures and two (2) swimming pools (collectively, the “**Property**”). The Property presently contains a two (2) story dwelling with a detached garage, and a paved driveway providing access to both buildings from Cedar Hill Road.

B. The Applicant proposes to consolidate the three parcels noted above, then subsequently subdivide the combined 11.8-acre parcel into seven (7) new lots. Along with this parcel reorganization, the Applicant proposes to demolish the existing dwellings on Parcels #39-00-00643-00-2 and #39-00-00649-00-5, while the dwelling on Parcel #39-00-00646-00-8 is proposed to remain, being known as future Lot #4. The removal of the two exiting dwellings will also result in the removal the associated impervious surfaces (driveways, walkways, accessory buildings, etc.). The Applicant proposes the construction of six (6) dwellings on Lots #1-#3 and #5-#7, with rain gardens proposed to control stormwater. All proposed lots, as well as the existing dwelling on Lot #4, will be served by public water and sewer. (collectively, the “**Subdivision**”).

C. The Subdivision is more particularly depicted in:

(1) Preliminary Land Development Plans, consisting of 1 through 23 of 23, dated April 26, 2022, last revised July 8, 2022, as prepared by Woodrow & Associates for the Applicant; and

(2) Post Construction Stormwater Management Report, dated July 2022, as prepared by Woodrow & Associates for the Applicant.

(collectively, the “**Plans**”).

D. On May 12, 2023 the Applicant obtained a variance from the Lower Gwynedd Township Zoning Hearing Board, permitting the enclosed patio on the existing dwelling located on the new Lot #4 to be approximately 29 feet from the new property line, instead of the required 45 feet as required by Lower Gwynedd Township Zoning Code §1258.04(b). (the “**ZHB Decision**”).

E. On November 9, 2021 the Applicant obtained a conditional use approval from the Lower Gwynedd Township Board of Supervisors as set forth in Resolution #2021-21 (the “**Conditional Use Decision**”).

F. The Applicant desires to obtain preliminary and final approval of the Subdivision from the Lower Gwynedd Township Board of Supervisors (the “**Board**”), in accordance with Section 508 of the Pennsylvania Municipalities Planning Code, as amended (the “**MPC**”).

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby grants preliminary/final approval of the Subdivision shown in the Plans subject, however, to the following conditions:

1. The Board waives strict compliance with the following provisions of the Lower Gwynedd Township Subdivision and Land Development Ordinance (“**SALDO**”):

(a) §1230.42(i). A partial waiver to permit planting fewer than the required number of replacement trees. However, the Applicant proposes to plant larger replacement trees and other landscaping, as described in Woodrow and Associates Memorandum dated October 26, 2022, attached hereto as **Exhibit “A”**.

(b) §1230.45(a). A waiver from providing the required sidewalks along both sides of existing and proposed streets. We note that the Applicant is proposing a paved trail across the frontage of the Property.

(c) §1230.60(b). A waiver from the requirement of constructing driveway aprons at all private driveways and within residential areas.

(d) §1230.61(a). A waiver from providing curbing along all existing and proposed streets. We note that curbing has been provided on the opposite side of the street from previous subdivisions, however no curbing exists on the side of the Property.

(e) §1241.401(n). A waiver from the requirement of eighteen-inch (18”) minimum diameter pipe. Instead, twelve-inch (12”) pipe is proposed for rain garden outlet pipes, and fifteen-inch (15”) pipe is proposed within the right-of-way of Cedar Hill Road.

2. Prior to the recording of the Plans, the Applicant shall revise the Plans to resolve, to the Township’s satisfaction, all issues set forth in the Gilmore & Associates (“**Township Engineer**”) review letter dated October 13, 2022, which is incorporated herein by reference in its entirety.

3. Prior to the recording of the Plans, the Applicant shall revise the Plans to resolve to the satisfaction of the Township, all issues set forth in the Township Fire Marshall’s review letter, which is incorporated herein by reference in its entirety.

4. Prior to the recording of the Plans, the Applicant shall revise the Plans to resolve to the satisfaction of the Township, all issues set forth in the McMahon Associates’ review letter dated October 13, 2022, which is incorporated herein by reference in its entirety.

5. Pursuant to Zoning Code §1278.08(d), lighting shall be arranged to protect the highway and adjoining properties from direct glare or hazardous interference. Prior to the recording of the Plans, if requested by the Township, a lighting plan, including lighting contours and details, shall be provided to and approved by the Township Engineer.

6. Prior to the recording of the Plans, the Applicant shall revise the Plans to resolve to the satisfaction of the Township, all issues set forth in the Township Planning Commission minutes of the October 19, 2022 meeting, the entire contents of which are incorporated herein by reference.

7. Prior to the recording of the Plans, Applicant shall execute the Township's form of (a) Stormwater Ownership and Maintenance Agreement for the stormwater facilities on the Property; and (b) Land Development and Financial Security Agreement, with the posting of financial security acceptable to the Township Solicitor, guaranteeing completion of all public improvements shown on the Plans.

8. Prior to the recording of the Plans, in accordance with Township Resolution 2005-16, the Applicant shall pay a Stormwater Management Facility fee in the amount of in the amount of \$500 per 1000 cubic feet of storage volume within the proposed BMP's. Based on 16,780 cubic feet of proposed storage, to be Eight Thousand Three Hundred Ninety Dollars (\$8,390.00).

9. Prior to the recording of the Plans, the Applicant shall pay a transportation impact fee of Two Thousand Two Hundred Eighty-Five Dollars (\$2,285) per "new" weekday afternoon peak hour trip. The number of trips subject to the transportation impact fee is four (4), resulting in a transportation impact fee of Nine Thousand One Hundred Forty Dollars (\$9,140.00).

10. Prior to the recording of the Plans, the Applicant shall pay the recreational impact fee per new dwelling unit for residential development. The required fee for residential development is \$500 per new dwelling and therefore the total amount of the fee shall be Three Thousand Dollars (\$3,000.00).

11. The Development shall be constructed in strict accordance with the content of the Plans, notes on the Plans, the ZHB Decision, the Conditional Use Decision, and the terms and conditions of this Resolution.

12. The cost of accomplishing, satisfying, and meeting all terms and conditions and requirements of the Plans and this Resolution shall be borne entirely by the Applicant and shall be at no cost to the Township.

13. Applicant shall provide the Township Manager and the Township Engineer with at least seventy-two (72) hours notice prior to the initiation of any grading or ground clearing (whether for the construction of public improvements or in connection with individual buildings or additions) so that the Township may certify that all appropriate erosion and sedimentation control facilities have been properly installed and also that snow fencing or other types of boundary markers (acceptable to the Township) have been installed to protect such trees as are specifically proposed not to be eliminated during construction.

14. Consistent with Section 509(b) of the MPC, the payment of all applicable fees and the funding of all escrows under the Land Development and Financial Security Agreement, must be accomplished within ninety (90) days of the date of this Resolution unless a written extension is granted by the Board. Until the applicable fees have been paid and the financial security provided to the Township, the record plan shall not be signed or recorded. Should the Applicant fail to do so within ninety (90) days of this Resolution (or any written extension thereof), this contingent subdivision approval shall expire and be deemed to have been revoked.

15. Pursuant to the provisions of the MPC, the Applicant has the right to accept or reject conditions imposed by the Board of Supervisors upon preliminary/final approval. In the absence of an appeal or a notice of rejection filed in writing within thirty (30) days from the date of this Resolution, the conditions set forth herein shall be deemed to have been accepted by the Applicant.

16. If the Township receives written notice of an appeal or rejection of any of the conditions set forth herein, this approval and the waivers granted herein (which waivers are granted contingent upon the acceptance of the conditions set forth herein) shall be deemed automatically rescinded and revoked and the application shall be considered denied based upon the failure to fully comply with all of the requirements sections set forth herein, all as authorized by MPC Section 508.

**APPROVED** at the public meeting of the Lower Gwynedd Township Board of Supervisors held on \_\_\_\_\_, 2023.

**ATTEST:**

**LOWER GWYNEDD TOWNSHIP  
BOARD OF SUPERVISORS**

\_\_\_\_\_  
**MIMI GLEASON, TOWNSHIP MANAGER**

By: \_\_\_\_\_  
**DANIELLE A. DUCKETT, CHAIRPERSON**

***The Applicant hereby accepts this Resolution and all conditions of approval  
as of \_\_\_\_\_, 2023:***

Cedar Hill Development Group LLC, Applicant

By: \_\_\_\_\_  
Authorized Representative



**GILMORE & ASSOCIATES, INC.**  
ENGINEERING & CONSULTING SERVICES

October 13, 2022

File No. 21-03014

Mimi Gleason, Interim Township Manager  
Lower Gwynedd Township  
1130 N Bethlehem Pike  
P.O. Box 625  
Spring House, PA 19477

Reference: 1500-1524 Cedar Hill Road Subdivision  
TMP #39-00-04288-00-2  
Preliminary Application Land Development

Dear Ms. Gleason:

Pursuant to your request, Gilmore & Associates, Inc. performed a review of the preliminary submission for land development for the above-referenced project. Upon review, we offer the following comments for consideration by the Lower Gwynedd Township Board of Supervisors:

I. Submission

- A. Preliminary Land Development Plans, consisting of 1 through 23 of 23, dated April 26, 2022, last revised July 8, 2022, as prepared by Woodrow & Associates for Cedar Hill Development Group, LLC.
- B. Post Construction Stormwater Management Report, dated July 2022, as prepared by Woodrow & Associates for Cedar Hill Development Group, LLC.

II. Project Description

The subject property consists of three parcels, TMP's #39-00-00643-00-2, #39-00-00646-00-8, and #39-00-00649-00-5 located within the A-1 Residential Zoning District. The subject property is approximately 11.8 acres, currently containing three (3) dwellings with various accessory structures and two (2) swimming pools.

The Applicant proposes to consolidate the three parcels noted above, then subsequently subdivide the combined 11.8-acre parcel into seven (7) new lots. Along with this parcel reorganization, the applicant proposes to demolish the existing dwellings on TMP's #39-00-00643-00-2 and #39-00-00649-00-5, while the dwelling on TMP #39-00-00646-00-8 is proposed to remain, being known as Lot 4 moving forward. Along with the removal of the dwellings on the aforementioned lots, the associated impervious (driveways, walkways, accessory buildings, etc.) will also be demolished. The Applicant proposes the construction of six (6) dwellings on Lots 1-3 and 5-7, with rain gardens proposed to the rear of the properties to control the increased runoff. All proposed lots, as well as the existing dwelling on Lot 4, will be served by public water and sewer.



### III. Review Comments

#### A. Zoning Ordinance

We defer all comments with respect to the Lower Gwynedd Township Zoning Ordinance to the Township's Zoning Officer. However, upon review, we note the following:

1. §1258.08(a) – Permanent open space of not less than 10% of the gross tract area shall be offered for dedication. We note that the proposed open space area is located in the rear of the property. We defer to the Board of Supervisors to determine if this location is acceptable.
2. §1298.05 – No building or structure, or part thereof, shall project into any required yard. We note that the enclosed patio on the existing dwelling located on the new Lot 4 is approximately 29 feet from the new property line, instead of the required 45 feet as dictated by §1258.04(b). This is noted by the [3] note found under the Zoning Data Schedule that states that zoning relief is required. As such, this relief shall be formally requested and granted prior to Board of Supervisors action on the proposed subdivision.

#### B. Waivers Requested

Pursuant to §1230.09, the Township Board of Supervisors may grant a waiver of the requirements of one or more provisions of this ordinance provided the Applicant proves undue hardship. All waivers shall be formally requested from the Township and shall be in writing and shall accompany and be part of the application for development. The Record Plan shall list the waivers, applicable section numbers, and the date granted as applicable, including any conditions.

The following waiver requests are noted on the Record Plan, Sheet 2:

1. §1230.42(i) – A partial waiver to permit planting fewer than the required number of replacement trees. **We note that the Applicant proposes to plant 105 of the required 310 replacement trees. We defer to the Board of Supervisors to determine whether a fee-in-lieu would be appropriate for the additional 105 required trees.**
2. §1230.45(a) – A waiver from providing the required sidewalks along both sides of existing and proposed streets. **We note that the applicant is proposing a paved trail across the frontage of the subject property.**
3. §1230.60(b) – A waiver from the requirement of constructing driveway aprons at all private driveways and within residential areas.
4. §1230.61(a) – A waiver from providing curb along all existing and proposed streets. **We note that curbing has been provided on the opposite side of the street from previous subdivisions, however no curbing exists on the side of the subject property.**
5. §1241.401(n) – A waiver from the requirement of 18" minimum diameter pipe. Instead, 12" pipe is proposed for rain garden outlet pipes, and 15" pipe is proposed within the right-of-way of Cedar Hill Road.

#### A. Subdivision and Land Development Ordinance

We offer the following comments with respect to the current Lower Gwynedd Township Subdivision and Land Development Ordinance:

1. §1230.15 – The Applicant is responsible for all required approvals, permits, etc. (e.g., Montgomery County Conservation District, PennDOT HOP, Fire Marshal, PADEP, etc.).

2. §1230.16(b) – The Applicant shall address the following general plan issues:
  - a. The Zoning Data Schedule on Sheet 2 shall be revised to provide individual information for each lot created as part of this project. All information provided should be quantified for each of the lots.
  - b. Dimensions listed as “Provided” shall be updated to reflect the correct dimension as shown on the proposed layout plan. Additionally, the Zoning Data Schedule provides a lot width caveat shown as [2] that does not appear to be applicable to this particular design and shall be removed.
  - c. We note that the Project Sheet Index on the Cover Sheet references the Cross Lot Utilities plans, sheets 24 and 25. However, these sheets have not been included in the plan set. The Applicant shall provide these plans with the next submission.
  - d. We note that sheets 18 and 19 reference the site landscaping and lighting design. However, it does not appear that any lighting is proposed. The Applicant shall clarify whether any lighting is proposed and the plans shall be revised accordingly.
  - e. A note shall be added to the Record Plan and Post Construction Stormwater Management Plan, Sheets 2, 14 and 15, indicating the amount of impervious surface on each lot that the proposed stormwater BMP’s area designed to handle.
  - f. The Applicant will be required to enter into a Right-of-Way agreement with the Township for the Lot 1 force lateral within the Right-of-Way of Cedar Hill Road. The document will be prepared by the Township Sewer Solicitor.
3. §1230.21 – A note shall be added to the Record Plan stating that any damage incurred within the public right-of-way as a result of construction is to be repaired at the owner’s sole expense.
4. §1230.29 & 30 – The Applicant shall provide legal descriptions for each of the new lots, Right-of-Way dedication, the open space area, and any proposed storm and sanitary sewer easements.
5. §1230.30(a) – We note that existing utilities are not noted on Sheets 6 or 7 for the dwelling that is proposed to remain. These sheets shall be revised to include the existing information to ensure there is not a need for easements protecting said utilities.
6. §1230.30 & 31(c) – The top or bottom edge of slopes shall be a minimum of five feet from the property line. The plans shall be revised to provide a minimum five (5) foot setback in the vicinity of the western corner. Additionally, grading is noted to extend past the property line. Coordination with this existing resident is necessary in order to perform the grading shown on the plan set. Conversely, if this coordination is to be avoided, plans shall be revised to end the proposed grading at the aforementioned five (5) feet from the property line.
7. §1230.33 – The Applicant is required to obtain an NPDES and Erosion & Sediment Control permit from the Montgomery County Conservation District. The Township shall be copied on all future correspondence with the Conservation District.
8. In accordance with Lower Gwynedd Township Ordinance No. 496, at least 75% of the plantings proposed as part of a subdivision and land development shall be native. We recommend that the planting plan be revised to denote species that are native, so that compliance with this Ordinance can be demonstrated.

9. §1230.40(a)(2) – We defer to the Township Traffic Engineer regarding the calculation of any applicable Act 209 fees and any comments related to traffic, signage, sight distance, etc.
10. §1230.45 – We note that the proposed trail along the frontage of the property appears to extend off-site on both sides of the property. The plans shall be revised to show the full extent of the proposed trail. Additionally, the Applicant should discuss all potential trail connection opportunities with the Township.
11. §1230.53(a)(1) – All applicants for residential subdivision or land development approval for 10 or fewer single-family residential units shall, concurrent with the submission of a final plan of subdivision or land development, submit and tender to the Township a fixed park and recreation area fee of \$1,000 for each of the proposed dwelling units. We calculate the fee based on six (6) new dwellings to be \$6,000.00.
12. §1230.53(b)(4) – Land for dedication shall be easily and safely accessible from all residential or occupied areas within the development or the general area to be served, and it shall have road frontage or, subject to the sole discretion of the Board of Supervisors, suitable access, ingress and egress from a public roadway for maintenance purposes. We note that the proposed open space area is along the rear of the proposed properties and does not have any road frontage. We defer to the Board of Supervisors to determine whether the location of the open area is acceptable.
13. §1230.62 – The Applicant shall obtain a “will serve” letter from the water supplier. A copy of the letter shall be provided to the Township. Additionally, the plans shall be submitted to the water supplier for review/approval.
14. §1230.63 – The Applicant shall address the following issues in regards to the proposed sanitary sewer design:
  - a. Utility user’s list and contact information should be added to the Plans.
  - b. A note should be added to the Plans that states that construction of all sanitary sewer facilities and appurtenances shall be performed in accordance with Lower Gwynedd Township Standards and Specifications.
  - c. A note shall be added to the plans stating the proper clearances (18” vertical/10’horizontal) from the sanitary sewer to other utilities.
  - d. A note should be added to the Plans stating sanitary sewer laterals shall have a minimum of 4’-0” cover.
  - e. A note should be added to the Plans stating that the proposed sanitary sewer lateral within the right-of-way or easement shall be 6” PVC.
  - f. A note should be added to the Plans that states that the sanitary sewer lateral connection to existing Lower Gwynedd Township sanitary sewer may be installed with a wye saddle in accordance with Lower Gwynedd Township Standards and Specifications.
  - g. The Applicant should confirm sewage planning with PA DEP.
  - h. A profile of the proposed 8” sanitary sewer should be provided from the existing manhole #7230 to existing manhole #7066.

- i. The laterals for the two (2) existing lots are not proposed to be used or are proposed to be partially used. These laterals should be labeled to be abandoned at the main and the Plans should note how the lateral is to be abandoned.
  - j. The portion of the existing gravity lateral that is to be reused for Lot 4, should be televised at time of construction to determine its condition. A note should be added to the Plans that states that the lateral will be televised, and video submitted to Township for review of its condition or a representative from Lower Gwynedd Township should be on site during televising. If found to be in poor condition, the lateral should be replaced.
  - k. It should be clarified which portion of the existing sanitary sewer is to remain and is not proposed to be relocated.
  - l. The plans shall be revised to provide additional information on the sanitary laterals, such as invert elevations, materials, size and slopes.
  - m. The Plan should identify a Lateral Assembly at the property line for Lot 1.
  - n. The unlabeled existing manhole should be labeled in accordance with the Township numbering system. The upstream existing manhole located in Cedar Hill Road should be labeled number 7267. Additionally, the proposed invert in from the force main lateral should be listed.
  - o. On the Sanitary Manhole Structure Schedule Manhole SA-01 invert out is proposed at a higher elevation than the existing upstream invert out. The correct invert out should be listed. Additionally, the existing invert in should be listed.
  - p. Sanitary Piping Schedule should include information on the upstream pipe from existing manhole #7230 to proposed manhole SA-01 and the downstream pipe from proposed manhole SA-04 to existing manhole #7066.
  - q. All proposed sewer pipes are proposed to be PVC SDR-35 per the Plans. All pipes are proposed at a depth greater than 12' and shall be DIP.
  - r. The proposed sanitary manholes should be constructed with watertight frames and covers and their rims should be one foot above grade.
  - s. Existing manhole #7231 invert in/out elevations should be clarified.
  - t. All applicable sewer details should be included on the plans and should conform to LGT Standard Details, including but not limited to S-7 Type 2 Cleanout – PVC Pipe and S-9 Cast Iron Watertight Manhole Frame and Cover.
  - u. The Applicant will be required to enter into a Tapping Agreement with the Township for the sanitary connections. The document will be prepared by the Township Sewer Solicitor. In addition, The Applicant shall pay the required tapping fee to the Township prior to the start of work.
15. §1230.69 – Tree protection fence shall be provided around all trees to remain within or adjacent to the limits of disturbance and shall be shown on the Existing Features Plan and the Site Landscape and Lighting Plan
16. The Applicant will be required to pay a recreation impact fee of \$500 per new dwelling unit, as provided under Chapter 1236 of the Lower Gwynedd Township Code. We calculate the fee based on six (6) new dwellings to be \$3,000.00.

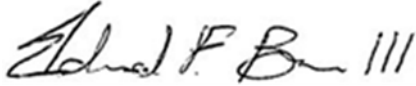
B. Stormwater Management Ordinance

We offer the following comments with respect to the current Lower Gwynedd Township Stormwater Management Ordinance (SWMO) (Adopted May 2017):

1. §1241.301 – The plans shall be revised to address the following general comments with regard to the stormwater management design.
  - a. It appears that the proposed project will be completed in two (2) phases; where the stormwater and some grading improvements will be completed during Phase 1, and the final grading and construction of the dwellings will be completed in Phase 2. As such, the Applicant will be required to provide plot plans for each new lot prior to the construction of the buildings. A note shall be added to the Record Plans. Additionally, depending on the size and configuration of the new dwellings, additional stormwater improvements may be required at the time of the building permit.
  - b. The drainage area boundaries do not appear to be shown on the plans. The Post Construction Stormwater Management Plans shall be revised to include drainage areas for all stormwater features.
  - c. Roof drain location, size and material shall be added to the plans in order to confirm management of all impervious area from the dwellings.
  - d. If the waiver for curbing is denied, the applicant will be required to install the appropriate stormwater improvements along Cedar Hill Road, including but not limited to stormwater piping and inlets to capture the runoff from the roadway.
  - e. The Top of Structure elevations in the Standard Rain Garden Outlet Structure detail appear to be incorrect for BMP Nos. 4 and 6. The table currently shows the Rain Garden Floor Elevation above the Top of Structure Elevation. The plans and stormwater report shall be revised accordingly.
2. §1241.401.j – Storage facilities shall completely drain both the volume control and rate control capacities over a period of time not less than 24 and not more than 72 hours from the end of the design storm. The Stormwater Management Report indicates dewatering times of less than 24 hours, some as little as two (2) hours. Designs shall be revised to meet the requirements set forth in this section, or a waiver with justification be request for review by the Township.
3. §1241.401.x – The Stormwater Management Report indicates anti-seep collars to be installed. The proposed collars shall be included on the plans. Anti-seep collars shall be poured-in-place concrete and installed around the principal pipe barrel within the normal saturation zone of the detention basin berms. Additionally, the Anti-Seep Collar Placement Detail table on Sheet 16 is missing all information. Once this information is available, it should be added to the table.
4. §1241.704 – The Applicant will be required to enter into a Stormwater Ownership & Maintenance Agreement with the Township for the proposed on-site stormwater improvements. The document will be prepared by the Township Solicitor and shall be executed prior to the plans being recorded.
5. In accordance with Lower Gwynedd Township Resolution 2005-16, the Applicant is required to pay a Stormwater Management Facility fee in the amount of \$500 per 1000 cubic feet of storage volume within the proposed BMP's. We calculate the fee based on 16,780 CF of proposed storage, to be \$8,390.00 We note this fee calculation may change following any revisions to the stormwater design.

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

Sincerely,



Edward Brown, P.E.  
Project Manager  
Gilmore & Associates, Inc.

EB/sl

cc: Steve Ware, Township Zoning Officer  
Jamie Worman Assistant Township Manager  
Neil A. Stein, Esq. Kaplin Stewart  
James Jacquette, Timoney Knox, LLP  
Al Comly, Township Fire Marshal  
Chad Dixon, AICP, PP, McMahon Associates, Inc.  
Timothy P. Woodrow, P.E., Woodrow & Associates, Inc.  
T.J. Figaniak, P.E., Gilmore & Associates, Inc.  
Jim Hersh, P.E., Gilmore & Associates, Inc.



# MEMORANDUM

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To: Patty Furber, Building Codes Administrator/BCO – Lower Gwynedd Township  
Ed Brown, P.E. – Gilmore and Associates  
James Hersh, PE, Township Engineer – Gilmore and Associates, Inc.  
Jamie Worman, Assistant Manager – Lower Gwynedd  
Mimi Gleason, Township Manager – Lower Gwynedd Township  
Craig Melograno, Chairman – Lower Gwynedd Planning Commission

From: Timothy P. Woodrow, P.E.

Cc: Keith Boyd – Applicant  
Jon Mayer – Applicant  
Rachel Sclan Vahey, RLA – InFocus Planning  
John Hosbach – Rockwell Associates

Date: October 26, 2022

Reference: 1502 - 1524 Cedar Hill Road – Tree Replacement Conversation

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Please recall that at our appearance before the Lower Gwynedd Township Planning Commission last Wednesday evening, a spirited discussion regarding tree replacement took place. The Planning Commission charged us with a design challenge to minimize the gap in tree replacement obligations measuring caliper inches removed versus caliper inches replaced. A meeting of our design team was convened. The members included Rachel Sclan Vahey, our landscape architect; John Hosbach, our arborist; and Feeney's Nursery, for plant material availability and the applicants. To set the table, please recall that after discounting the ash and otherwise distressed trees on the property, we are proposing the removal of 774 caliper inches of existing tree. Our landscape architect made a site visit to field view areas of existing woodlands and buffer areas that could be utilized for additional tree replacement. The conclusion of our design challenge reveals an ability to meet this tree replacement obligation through the following technique:

- Upsizing the street trees (29 trees) from 2.5" to 5" caliper trees. (Since a 2.5" caliper tree is required per ordinance, we are counting the detail in tree size toward our replacement obligation)
- Upsizing all other plant material proposed on site. Shade trees from 2.5" to 3.5" caliper. Ornamental and evergreen trees from 8 feet minimum to 10 feet minimum.
- Adding plant material: approximately 50 shade trees, 48 ornamental trees and 20 shrubs (120 total) on lot.

- We are utilizing an equivalency of ten (10) shrubs = 1-2.5” caliper trees.
- We are utilizing two (2) evergreen/ornamental trees = 1-2.5” caliper trees.

It should be clear that this additional plant material is over and above the otherwise required landscape material found in the ordinance. If the Township is comfortable with the solution, we will remove the waiver request from the subdivision application and look forward to a reappearance before the planning commission at their November meeting.

Please feel free to reach out to any member of our design team with any questions that may persist.



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**ARBORICULTURAL SUMMARY REVIEW  
1500, 1512, AND 1524 CEDAR HILL RD**

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**TO:** MR. KEITH BOYD - CEDAR HILL DEVELOPMENT GROUP LLC

**FROM:** JOHN HOSBACH

**SUBJECT:** 1500, 1512, AND 1524 CEDAR HILL RD. - LOWER GWYNEDD TOWNSHIP, PENNSYLVANIA

**DATE:** FEBRUARY 24<sup>TH</sup>, 2021

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Dear Mr. Boyd,

Pursuant to your request, I have inspected and perform a tree evaluation of all tree 6" or greater within the LOD of the dwellings located at 1500, 1512, AND 1524 CEDAR HILL RD.

**Executive Summary**

I was retained by Cedar Hill Development Group LLC to perform arboricultural review of the proposed development (1500, 1512, AND 1524 CHR) where numerous trees inhabit the properties. 113 trees (6" or greater within the LOD) were inventoried. The subject general care of the trees over the last twenty years was well below average. In fact, numerous trees exhibited storm damage and or failure that were observed as being in that condition for numerous years.

We performed a level 1 tree risk assessment, reviewed structural issues, longevity, disease, health and the current state of each tree. Under a separate cover, you will find the attached Urban Forest Matrix inventory which denotes each tree and the data collected.

**Goals and objectives**

Our objective was to ensure we capture the current condition of the trees being removed. To prepare the replacement schedule, we inventoried all trees (6" or greater) within the LOD to collect basic data.

## **Assignment**

I was retained by Cedar Hill Development Group LLC to provide a tree assessment of the trees that exist within the project LOD. This assignment was to include:

- I. Level one risk assessment.
- II. Tree review.
- III. Prepare compensation data.
- IV. Furnished report of my findings.

## **General Observations**

The urban tree canopy at the subject properties is made up a broad range of tree species with oak (*Quercus* sp.), being the dominate species. Maple, sweetgum, pines and red cedar were observed as the secondary dominate species make-up.

The subject care for the trees, from my observations, only consisted of removing dead trees and some minor pruning at the one occupied dwelling that have fallen. No preventive care or management has occurred in quite some time.

## **Testing and Analysis**

The following categories of information were obtained for each tree. Separate detailed tree survey sheets are attached in the Urban Forest Metrix.

- Tree reference number – all trees were tagged.
- Species.
- Stem diameter.
- Physiological condition.
- Category grading / Structural condition.
- Management recommendations.

## **Tree Condition**

Trees were rated as good, fair, poor, or dead. These general ratings reflect whether a tree is likely to continue contributing to the urban forest (good and fair trees) or whether the tree is at or near the end of its life (poor and dead trees). The following guidelines were used:

70- 100% Good: The tree has strong structure and is healthy and vigorous with no apparent problems. Trunks are solid with no bark damage and the crown is full. Roots show no signs of heaving or visible crossing, and there are no major wounds, decay, conks, or cavities.

30- 70% Fair: The tree is in average condition. Structural problems may be present, including results of pruning for general care. Tree may have dead branches and some canopy loss. Wounds are minimal and there is no major decay.

20- 30% Poor: The tree is in a general state of decline as indicated by major wounds, root heaving, dead limbs resulting in major canopy loss, and/or visible signs of decay indicated by major rot or fungal growth.

1-20 % Dead: The tree is dead with no live leaves. Dead trees were excluded from data analysis, except for tree condition statistics and total number of trees inventoried.

We also utilized the TRAQ risk assessment guidelines along with experience and specialized targets. Hazardous trees regularly lead to injury or death of pedestrians, visitors, and property owners at private and public locations. To address this issue, the ISA (International Society of Arboriculture) has created the Tree Risk Assessment Qualification (TRAQ). TRAQ promotes the safety of people and property by providing a standardized and systematic process for assessing tree risk. The results of a tree risk assessment can provide tree owners and risk managers with information to make informed decisions regarding their trees.

#### Level 1: Limited Visual Assessment

The Level 1 assessment is a visual assessment from a specified perspective of an individual tree or a population of trees near specified targets to identify obvious defects or specified conditions.

A limited visual assessment typically focuses on identifying trees with an imminent and/or probable likelihood of failure.

Level 1 assessments do not always meet the criteria for a “risk Assessment” if they do not include analysis and evaluation of individual trees. Limited visual assessments are the fastest but least thorough means of assessment and are intended primarily for large populations of trees.

The assessment is often done on a specified schedule, and/or immediately after storms to rapidly assess a tree population. Tree inventories are usually considered Level 1 assessments unless a risk assessment is specifically included in the inventory.

The assessor performs a visual assessment by looking for obvious defects, such as dead trees, large cavity openings, large dead or broken branches, fungal fruiting structures, large cracks, and severe leans.

The scope of work may, in some cases, specify the assessor to walk around certain trees to gain a more complete perspective. Drive-by (“windshield”) is a limited visual inspection of one side of the tree performed from a slow-moving vehicle. The scope of work may also specify that the inspector walk around certain trees or record images to verify or document observations. This type of inspection is often performed by landowners who have large populations of trees to inspect with specific budget.

When a tree of concern is identified, certain specified information about that tree is recorded. The level 1 assessment will include the tree location and recommended remedial action.

A higher level of inspection may also be recommended when needed if that option is included in the scope of work.

A constraint of limited visual inspections is that some conditions may not be visible from a one-sided inspection of a tree, nor are all conditions visible on a year-round basis.

A primary goal of tree risk assessment is to provide information about the level of risk posed by a tree over a specific time.

This is accomplished in qualitative tree risk assessment by first determining the categories for likelihood and consequences of tree failure. These factors are determined by:

1. Evaluating the structural conditions that may lead to failure, the potential loads on the tree, and the trees’ adaptations to weaknesses—to determine the likelihood of failure.
2. Evaluating the likelihood that a tree or branch could strike people or property or disrupt activities.
3. Assessing the injury, damage, or disruption—to estimate the consequences of failure.

Glossary Tree Risk Assessment has a unique set of terms with specific meanings. Definitions of all specific terms may be found in the International Society of Arboriculture’s Best Management Practice for Tree Risk Assessment. Definitions of some of these terms used in this report are as follows:

The likelihood of failure may be categorized as imminent meaning that failure has started or could occur at any time; probable meaning that failure may be expected under normal weather conditions within the next 3 years; possible meaning that failure could occur but is unlikely under normal weather conditions during that time frame; and improbable meaning that failure is not likely under normal weather conditions and may not occur in severe weather conditions during that time frame.

The likelihood of the failed tree part impacting a target may be categorized as high meaning that a failed tree or tree part will most likely impact a target; medium meaning that a failed tree or tree part may or may not impact a target with equal likelihood; low meaning that the failed tree or tree part is not likely to impact a target; and very low meaning that the chance of a failed tree or tree part impacting the target is remote.

The consequences of a known target being struck may be categorized as severe meaning that impact could involve serious personal injury or death, damage to high value property, or disruption to important activities; significant meaning that the impact may involve personal injury, property damage of moderate to high value, or considerable disruption; minor meaning that impact could cause low to moderate property damage, small disruptions to traffic or a communication utility, or minor injury; and negligible meaning that impact may involve low value property damage, disruption that can be replaced or repaired, and do not involve personal injury.

In accordance with industry standards, tree risk ratings are derived from a combination of three factors: the likelihood of failure, the likelihood of the failed tree part impacting a target, and the consequences of the target being struck. The guidelines used to classify each of these factors that are presented in the ISA's BMP for Tree Risk Assessment and guidelines.

The information provided in this report is based on the conditions identified at the time of inspection. Tree conditions do change over time, so reassessment is recommended annually and after major storm events.

#### Limitations of Tree Risk Assessments

It is important for the tree owner or manager to know and understand that all trees pose some degree of risk from failure or other conditions. The information and recommendations within this report have been derived from the level of tree risk assessment identified in this report, using the information and practices outlined in the International Society of Arboriculture's Best Management Practices for Tree Risk Assessment, as well as the information available at the time of the inspection.

However, the overall risk rating, the mitigation recommendations, or any other conclusions do not preclude the possibility of failure from undetected conditions, weather events, or other acts of man or nature. Trees can unpredictably fail even if no defects or other conditions are present. It is responsibility of the tree owner or manager to schedule repeat or advanced assessments, determine actions, and implement follow up recommendations, monitoring and/or mitigation.

Rockwell Associates can make no warranty or guarantee whatsoever regarding the safety of any tree, trees, or parts of trees, regardless of the level of tree risk assessment provided, the risk rating, or the residual risk rating after mitigation. The information in this report should not be considered as making safety, legal, architectural, engineering, landscape architectural, land surveying advice or other professional advice. This information is solely for the use of the tree owner and manager to assist in the decision-making process regarding the management of their tree or trees. Tree risk assessments are simply tools which should be used in conjunction with the owner or tree manager's knowledge, other information and observations related to the specific tree or trees discussed, and sound decision making. Tree risk assessment has a unique set of terms with specific meanings. Definitions of all specific terms may be found in the International Society of Arboriculture's Best Management Practice for Tree Risk Assessment. Definitions of some of these terms used in this report are as follows:

The likelihood of failure may be categorized as imminent meaning that failure has started or could occur at any time, probable meaning that failure may be expected under normal weather conditions within the next 3 years; possible meaning that failure could occur but is unlikely under normal weather conditions during that time frame; and improbable meaning that failure is not likely under weather conditions and may not occur in severe weather conditions during that time frame.

The likelihood of the failed tree part impacting a target may be categorized as high meaning that a failed tree or tree part will most likely impact a target; medium meaning the failed tree or tree part could impact the target but is not expected to do so; low meaning that the failed tree or tree part is not likely to impact a target; and very low meaning that the chance of a failed tree part impacting the target is remote.

The likelihood of failure and impact is defined by Likelihood Matrix below

**LIKELIHOOD OF FAILURE AND IMPACT**

Likelihood of impacting Target				
Likelihood of Failure	Very Low	Low	Medium	High
Imminent	Unlikely	Somewhat likely	Likely	Very Likely
Probable	Unlikely	Unlikely	Somewhat Likely	Likely
Possible	Unlikely	Unlikely	Unlikely	Somewhat likely
Improbable	Unlikely	Unlikely	Unlikely	Unlikely

The consequences of a known target being struck may be categorized as severe meaning that impact could involve serious personal injury or death, damage to high value property, or disruption to important activities; significant meaning that the impact may involve personal injury, property damage of moderate to high value, or considerable disruption; minor meaning that impact could cause low to moderate property damage, small disruptions to traffic or a communication utility, or minor injury; and negligible meaning that impact may involve low value property damage, disruption that can be replaced or repaired, and do not involve personal injury.

Targets are people, property, or activities that could be injured, damaged, or disrupted by a tree failure. Levels of assessment 1) Limited visual assessments are conducted to identify obvious defects. 2) Basic assessments are visual inspections done by walking around the tree looking at the site, buttress roots, trunk, and branches. It may include the use of simple tools to gain information about specific tree parts, defects, targets of site conditions. Drilling to detect decay is an advanced assessment technique. Tree Risk Ratings are terms used to communicate the level of risk rating. They are defined in defined in defined in the Risk Matrix below as a combination of Likelihood and Consequences:

**ISA RISK MATRIX**

**Consequences of the Tree Failure**

<b>Likelihood of Failure &amp; Impact</b>	<b>Negligible</b>	<b>Minor</b>	<b>Significant</b>	<b>Severe</b>
Very Likely	Low	Moderate	High	Extreme
Likely	Low	Moderate	High	High
Somewhat likely	Low	Low	Moderate	Moderate
Unlikely	Low	Low	Low	Low

*Overall tree risk rating* is the highest individual risk identified for the tree. The *residual risk* is the level of risk the tree should pose after the recommended mitigation.

**Replacement Schedule**

<https://ecode360.com/13453056?highlight=species,tree,trees&searchId=756623190768317#13453056>

Pursuant to the LOWER GWYNEDD TOWNSHIP Code. We have provided a replacement formula highlighting our findings.

1230.41 Landscaping

(i)

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. However, each tree having a caliper of six inches or more measured six inches above the ground, that is removed shall be replaced with a shade tree or shade trees from the list of recommended plants in Section 1230.43, which have a total caliper equal to or greater than the tree removed. For example, if a tree having a caliper of 12 inches measured six inches above the ground is removed, it may be replaced with a single tree of twelve-inch caliper, two trees of six-inch caliper, three trees of four-inch caliper or any other combination of trees meeting the requirements of Section 1230.43 with a total caliper of 12 inches or greater. This requirement is in addition to any other planting required by these Subdivision Regulations.

**Summary Data - Within the LOD**

**Total Trees**

<b>Fair Condition – Requiring replacement compensation</b>	<b>75 Trees</b>
<b>Poor Condition – Not requiring replacement compensation</b>	<b>38 Trees</b>

**Total Inches**

<b>Fair Condition – Total inches to be removed</b>	<b>1288.5” - To be replaced</b>
<b>Poor Condition – Total inches to be removed</b>	<b>803.5” - Exempt due to risk, decline, dead or structural issues.</b>

**Compensatory replacements**

<b>2.5” trees</b>	<b>515 trees</b>
<b>3”</b>	<b>429.5 trees</b>
<b>4”</b>	<b>322 trees</b>

Or a mix of different sizes to meet the 1288.5” required.

However, I believe that we should increase the buffers using native woodland forestry grade whips in deer tubes. This will ensure that a very hardy native buffer is established. To be discussed.



**610-731-7969 | [John@rockwellurbanforestry.com](mailto:John@rockwellurbanforestry.com)**

Consultants | Urban Foresters | Planners | Forensic Arborist



I will be happy to meet onsite to review my findings.



John Rockwell Hosbach Jr., Urban Forester  
Registered Consulting Arborist #483, ISA Certified Arborist PD-0372  
ISA Tree Risk Assessment Qualified, ASCA Qualified Tree and Plant Appraiser



October 13, 2022

Ms. Mimi Gleason  
Interim Manager  
Lower Gwynedd Township  
1130 N. Bethlehem Pike  
P.O. Box 625  
Spring House, PA 19477

RE: **Traffic Review #1 – Preliminary Land Development Plans**  
1500-1524 Cedar Hill Road  
Lower Gwynedd Township, Montgomery County, PA  
McMahon Project No. 822842.11

Dear Mimi:

McMahon Associates, Inc. has completed our initial traffic review for the proposed development to be located at 1500-1524 Cedar Hill Road in Lower Gwynedd Township, Montgomery County, PA. The proposed development will consist of constructing a single-family home on Lots 1 to 3 and Lots 5 to 7 while an existing single-family home will remain on Lot 4. Access to each lot is provided via individual driveway connection to Cedar Hill Road. It should be noted that as part of this development, the single-family home on existing Parcel #39-00-00643-00-2 and existing Parcel #39-00-00649-00-5 will be demolished.

The following document was reviewed in preparation of our comments:

- Preliminary Land Development Plans for 1500-1524 Cedar Hill Road, prepared by Woodrow & Associates, Inc., last revised July 8, 2022.

Based on our review of the document listed above, McMahon offers the following comments for consideration by the Township and action by the applicant:

1. The applicant is requesting a waiver from the following Subdivision and Land Development Ordinance sections:
  - Section 1230.45(a) – requiring sidewalk along both sides of all existing and new streets. The plans currently show a paved trail along the Cedar Hill Road site frontage in lieu of a sidewalk.
  - Section 1230.60(b) – requiring driveway aprons to be constructed at all private driveways and within residential areas. The plans currently do not show driveway aprons at the driveways to Lots 1 to 7 along Cedar Hill Road.
  - Section 1230.61(a) – requiring curbing along both sides of all existing and proposed streets. The plans currently do not show any new curbing along the Cedar Hill Road site frontage.
2. Sight distance measurements should be shown on the plans at each driveway along Cedar Hill Road as required in **Section 1230.38(a)(8)** of the **Subdivision and Land Development Ordinance**. Although the driveway to Lot 4 is existing, adequate sight distance should be confirmed at this location.

425 Commerce Drive, Suite 200, Fort Washington, PA 19034  
P: 215.283.9444

[mcmahonassociates.com](http://mcmahonassociates.com) | [bowman.com](http://bowman.com)

3. The proposed development will be subject to the transportation impact fee of \$2,285 per "new" weekday afternoon peak hour trip, and the applicant will be required to pay a Transportation Impact Fee. Based on Land Use Code 210 (Single-Family Detached Housing) in the Institute of Transportation Engineers publication, *Trip Generation, 11<sup>th</sup> Edition*, the proposed 6 single-family homes will generate approximately 7 "new" weekday afternoon peak hour trips. Providing a credit for the two existing single-family homes that will be demolished as part of this development, the number of trips subject to the transportation impact fee is 4, resulting in a transportation impact fee of \$9,140.
4. Based on our review, the applicant should address the aforementioned comments, and provide revised plans to the Township and our office for further review and approval recommendations. The applicant's engineer must provide a response letter that describes how each specific review comment has been addressed, where each can be found in the study or materials, as opposed to general responses. This will aid in the detailed review and subsequent review timeframes.

We trust that this review letter responds to the Township's request and addresses our review of the materials related to the proposed development apparent to us at this time. If the Township has any questions, or requires further clarification, please contact me.

Sincerely,



Chad Dixon, AICP, PP  
Senior Project Manager

BMJ/CED

cc: Jamie Worman, Assistant Township Manager  
Patty Sexton-Furber, Building Codes Administrator  
James Hersh, P.E., Gilmore & Associates, Inc.  
Neil Stein, Esquire, Solicitor  
Steve Ware, Zoning Officer  
Tim Woodrow, P.E., Woodrow & Associates, Inc.

I:\eng\LOWERGW1\822842 - Cedar Hill Road 7-Lot\Project\_Management\Submissions\LD Plans 8-8-22\Review\2022-10-13 Review Letter #1 - 1500-1524 Cedar Hill Road.docx



## MEMORANDUM

**ATTN:** Board of Supervisors

**DATE:** Thursday, February 02, 2023

**FROM:** Jamie P. Worman, Assistant Township Manager

**SUBJ:** [Gwynedd Mercy University Courtyard Improvements- \(#23-02WLD\) Waiver of Land Development Request](#)

Gwynedd Mercy University is requesting that the BOS consider waiving formal land development for a courtyard improvement project on the school campus located at 1325 Sunneystown Pike. The portion of the site to be improved contains an existing 40,000 square foot dormitory and a parking lot. GMU is proposing to partially remove the parking lot to construct exterior courtyard improvements. New parking will then be added along with landscaping improvements and an underground stormwater basin. ***Due to the relatively minor nature of the proposed work, the recommended action is that the BOS direct the Solicitor to prepare an approval resolution granting the requested waiver but condition the approval on compliance with the review letters from the engineers and fire marshal.***

**Please note, the plans for this project can be found on the township website, as they are too large to include in this packet. The plans are located under Board of Supervisor Meetings.**



**GILMORE & ASSOCIATES, INC.**  
ENGINEERING & CONSULTING SERVICES

June 20, 2023

File No. 23-05020

Mimi Gleason, Township Manager  
Lower Gwynedd Township  
1130 N Bethlehem Pike  
P.O. Box 625  
Spring House, PA 19477

Reference: Gwynedd Mercy University – Proposed Courtyard Improvements  
Land Development Waiver Request – Review 1  
TMP No. 39-00-03955-002

Dear Mrs. Gleason:

Pursuant to your request, Gilmore & Associates, Inc. performed a review of the plans, entitled Waiver of Land Development Plans for Gwynedd Mercy University. Upon review, we offer the following comments for consideration by the Lower Gwynedd Township Board of Supervisors.

I. Submission

- A. Site Plan for 1325 Sumneytown Pike, prepared by Bohler Engineering, dated April 27, 2023, last revised June 2, 2023, consisting of 1 to 13 of 13 sheets
- B. Waiver of Land Development Request letter, dated April 28, 2023

II. General Information

The subject property TMP # 39-00-03955-00-2, located at 1325 Sumneytown Pike is situated in the Lower Gwynedd Township A-Residential District. The subject property is accessed from Sumneytown Pike and Evans Road (SR 2016). The tract consists of 160.1 acres and currently contains an existing university with several accessory buildings, athletic fields and facilities, parking areas and access drives. The portion of the site to be improved contains an existing 40,000 square foot dormitory and a parking lot.

The plans propose the partial removal of the existing parking lot to construct exterior courtyard improvements. Additional improvements include 12 new parking spaces, including five (5) ADA spaces, landscaping improvements and a conceptual location of an underground stormwater system to control the runoff from the added impervious surface areas.

III. Review Comments

A. Zoning Ordinance

We defer all comments with respect to the Lower Gwynedd Township Zoning Ordinance to the Township's Zoning Officer.

B. Subdivision and Land Development Ordinance (SALDO)

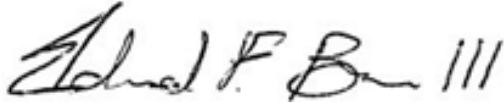
It is our understanding that this application may be processed as a waiver of land development. As such, the following comments are for the Board's consideration when evaluating how to process the Application. In the event some form of a waiver of land development is approved, then the Board should condition the approval on compliance with the recommendations contained in this letter that the Supervisors feel have merit. In the event a waiver of land development is not granted, our office reserves the right to perform a comprehensive review of the Subdivision and Land Development Ordinance and the Applicant will need to comply with additional regulations contained in the ordinance and/or obtain waivers from the ordinance requirements not specifically mentioned below:

1. The plans show a conceptual location of an underground basin to control additional runoff. However, a full stormwater management design and calculations have not been provided at this time. Any future submissions shall include a full stormwater management design that meets all applicable sections of the Lower Gwynedd Stormwater Management Ordinance. We note the Applicant intends to include the impervious associated with this project in the stormwater management design for the Healthcare Innovation building. While we have no objection to this approach, we recommend the Applicant fully design the underground basin for the courtyard project and post financial security to ensure installation or incorporation into the design for the Healthcare Innovation building. Lastly, the Applicant shall add a note to the plans stating that the proposed impervious area will be managed by BMPs constructed as part of the Healthcare Innovation land development.
2. It appears as that the new ADA ramp at the Loyolla Entrance is located on top of an existing gas meter. The plans shall be revised to show a verified location of the gas meter or whether the gas meter will be relocated during construction. In the event the gas meter will need to be relocated, additional comments may follow upon re-submission.
3. We note that the plans propose 4 water quality filters on inlets in the surrounding area but no further details have been provided at this time. The plans shall be revised to provide details of the water quality filters.
4. The plans propose nine (9) "Golden Rain-Tree" plants to be included as part of the landscaping. These plants have been labeled as Invasive by the Pennsylvania Department of Conservation and Natural Resources. The landscaping plan shall be revised to replace these plants. Additionally, in accordance with Lower Gwynedd Township Ordinance No. 496, at least 75% of the plantings proposed as part of the project shall be native. The Plant Schedule shall be revised to denote which species are native, so that compliance with this ordinance can be demonstrated.
5. We note that there are 2 existing drainage inlets previously in grassed areas that will now be located in the new parking lot. The Applicant shall confirm whether the drainage inlets are vehicle rated or the plans shall be revised to replace the inlets with standard M top inlets.
6. We note that the proposed courtyard area will be used as an access drive for emergency vehicles. As such, the plans shall be revised to include details on the pavers to confirm the surface is rated for vehicles.
7. Per resolution 2005-16, the proposed stormwater management design will be subject to the Stormwater Management Facility fee. As such, the fee will be calculated upon final design of the stormwater management system.
8. The Applicant is responsible for any other required approvals, permits, etc. (i.e., MCPC, MCCD, PADEP, Municipal Authority, Fire Marshal, etc.) as applicable. Copies of these permits and approvals should be submitted to the Township.

As mentioned above, we recommend that if a waiver of the land development process is granted that it be conditioned upon the applicant satisfying the comments in this letter.

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

Sincerely,

A handwritten signature in black ink that reads "Edward P. Brown III". The signature is written in a cursive style with a large initial 'E' and 'B'.

Edward Brown, P.E.,  
Project Manager  
Gilmore & Associates, Inc.

EB/sl

cc: Neil A. Stein, Esq., Kaplin Stewart  
Jamie Worman, Assistant Township Manager  
Patty Sexton-Furber, Building Codes Administrator  
Al Comly, Township Fire Marshal  
Chad Dixon, AICP, PP, McMahon Associates, Inc.  
George J. Hartman III, P.E., Bohler Engineering, LLC.  
James Hersh, P.E., Gilmore & Associates, Inc.



June 20, 2023

Ms. Mimi Gleason  
Township Manager  
Lower Gwynedd Township  
1130 N. Bethlehem Pike  
P.O. Box 625  
Spring House, PA 19477

RE: **Traffic Review #1 – Waiver of Land Development Plans**  
Gwynedd Mercy University – Proposed Site Modifications  
Lower Gwynedd Township, Montgomery County, PA  
Project No. 313499-01-001

Dear Mimi,

Per your request, McMahon, a Bowman company (McMahon) has completed our initial traffic review for the proposed site modifications to be located on the Gwynedd Mercy University campus in Lower Gwynedd Township, Montgomery County, PA. The proposed site modifications will consist of removing an existing parking lot and replacing it with a courtyard for the residential hall, construction of new parking, and ADA accessibility improvements to the Loyola Hall entrance. Access to the University campus will continue to be provided via the existing driveways along Sumneytown Pike and Evans Road (SR. 2016).

The following documents were reviewed in preparation of our comments:

- Waiver of Land Development Plans – Gwynedd Mercy University (Proposed Courtyard Improvements), prepared by Bohler Engineering PA, LLC, last revised June 2, 2023.
- Project Description Letter – Gwynedd Mercy University (Proposed Courtyard Improvements), prepared by Bohler Engineering PA, LLC, dated April 28, 2023.

Based on our review of the documents listed above, McMahon offers the following comments for consideration by the Township and action by the applicant's team to address:

1. The applicant should provide details, with a narrative and any supporting plans if needed, for the expected on-site traffic operations during the construction phases. Of concern is vehicular and pedestrian activity for students/faculty/staff/visitors of the site interacting with construction vehicles and equipment, resulting in unsafe conditions.
2. All existing and proposed signs should be clearly labeled on the plans.
3. The addition of a sidewalk should be considered by the applicant along the western side of the westernmost drive aisle in the parking lot connecting the proposed courtyard to the existing crosswalk and sidewalk at the Waldron Center and the sidewalk along University Drive.
4. A crosswalk should be shown on the plans across the southern end of the easternmost drive aisle at its intersection with University Drive.



5. An ADA ramp should be shown on the plans at the following locations:
  - On the eastern side of southern end of the easternmost drive aisle in the parking lot to the south of the residential hall.
  - On the northern side of the eastern end of the drive aisle to the south of the Waldron Center.
6. It is unclear if vehicles will be allowed to travel along the proposed brick paver area to the east of the residential hall. If vehicular traffic will be prohibited in this area, bollards and/or signage should be provided at the southern end of the brick paver area where it meets the parking lot to prevent vehicles from accessing this area.
7. Based on the plans referenced above and supplemental correspondence provided by the applicant's engineer, it appears that the proposed site modifications will not be utilized to increase the number of students or staff. Therefore, the proposed expansion is not expected to generate "new" weekday afternoon peak hour trips subject to the transportation impact fee.
8. In all subsequent submissions, the applicant's engineer must provide a response letter that describes how each specific review comment has been addressed, where each can be found in the plan sheets, or other materials, as opposed to providing general responses. This will aid in the detailed review and subsequent review timeframes.

We trust that this review letter responds to the Township's request and addresses our review of the materials related to the proposed development apparent to us at this time. If the Township has any questions, or requires further clarification, please contact me.

Sincerely,



Chad Dixon, AICP, PP  
Senior Project Manager

BMJ/CED

cc: Jamie Worman, Assistant Township Manager  
Patty Sexton-Furber, Building Codes Administrator  
James Hersh, P.E., Gilmore & Associates, Inc.  
Neil Stein, Esquire, Solicitor  
George Hartman, P.E., Bohler Engineering PA, LLC (Applicant's Engineer)

I:\eng\LOWERGWI\313499-01-001 GMU WLD\Submissions\2023-06-05 WLD\Review\2023-06-20 Review Letter #1\_Gwynedd Mercy University Waiver of Land Development.docx



## Office of the Fire Marshal

1130 N. Bethlehem Pike--P.O.Box 625--Spring House, PA 19477-0625--(215) 646-5302--FAX (215) 646-3357

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### MEMORANDUM

**TO: JAMIE WORMAN, DIRECTOR OF PLANNING & ZONING  
PLANNING COMMISSION  
PATTY FURBER, CODES ADMINISTRATOR**

**FROM: AL COMLY, FIRE MARSHAL**

**DATE: JUNE 10, 2023**

**RE: PROPOSED COURTYARD IMPROVEMENTS  
RESIDENCE HALLS—TRI-PLEX  
GWYNEDDD MERCY UNIVERSITY  
1325 SUMNEYTOWN PIKE  
LOWER GWYNEDD TOWNSHIP, PA**

I have reviewed the plans for the Waiver of Land Development for the above referenced project as prepared by Bohler Engineering, dated 4-23-2023 with a revision dated 6-02-2023, consisting of the following drawings:

- C-101 Cover Sheet
- C-102 General Notes Sheet
- C-201 Existing Conditions/ Demolition Plan
- C-301 Site Plan
- C-401 Grading Plan
- C-501 Utility Plan
- C-601 Soil Erosion and Sediment Pollution Control Plan
- C-602 Soil Erosion and Sediment Pollution Control Notes & Details
- C-701 Lighting Plan
- C-702 Landscaping Plan
- C-901 Details
- C-902 Details
- C-903 Fire Truck Circulation Plan

I reviewed these plans, finding that they have addressed the concerns enumerated in my memo regarding this project dated May 8, 2023. I thank the facilities and public safety

staff at Gwynedd Mercy—Steve Freeman and Joanna Gallagher—for arranging a meeting with myself and Fire Chief Jay Leadbeater to review the life safety concerns. The response area has been modified as per our meeting, the landscape adjusted and the site structures revised to allow needed access.

I note, however, that the drawings (C-902 specifically) for not include a sign type designating:

No Parking By Order of Fire Marshal

This sign type shall be included and the access areas that are part of the fire truck access route shown on drawing C-903, shall be signed to prevent parking in the identified access lanes.

I also request that the extension of the dead-end access lane on the northwest side of the building (Sienna Hall) be included in this review as a future commitment by the University.

I have no other comments regarding this proposed project.

**BOARD OF SUPERVISORS  
LOWER GWYNEDD TOWNSHIP  
MONTGOMERY COUNTY, COMMONWEALTH OF PENNSYLVANIA**

**RESOLUTION NO. 2023- \_\_\_\_\_**

**GWYNEDD WALK (#17-03 LD)  
AMENDED PRELIMINARY AND FINAL LAND DEVELOPMENT APPROVAL**

**BACKGROUND**

A. **545 NORTH BETHLEHEM PIKE, LLC** ("**545 North**" or "**Applicant**") is the legal owner of certain real property ("**Property**") located at and known as 545 N. Bethlehem Pike, Lower Gwynedd Township, Montgomery County, Pennsylvania, being Tax Parcel No. 39-00- 00319-25-4, which contains a commercial mixed-use building (the "**Building**").

B. **PFP PROPERTY MANAGEMENT, LLC** ("**Developer**"), the predecessor to 545 North, obtained preliminary and final land development approval (the "**Prior Approval**") from the Lower Gwynedd Township Board of Supervisors (the "**Board**") of plans prepared by Protract Engineering, Inc., consisting of twelve (12) sheets, dated March 29, 2017 and last revised October 24, 2017, and recorded in the Office for the Recording of Deeds (the "**Recorder's Office**") in Book 47, 278 (collectively, the "**Plans**").

C. The Plans depicted the construction of the Building, together with related parking areas, curbing, sidewalk, landscaping, and other improvements depicted on the Plans (the "**Project**").

D. The Building, as constructed, differs from the Plans in that the Building is larger, contains alternate uses, and a different percentage of office and retail use.

E. 545 North has submitted amended preliminary and final land development plans, prepared by Protract Engineering, Inc. dated March 29, 2017 and last revised April 28, 2023 (the "**Amended Plans**"), and is seeking an amended preliminary and final land development approval.

**NOW, THEREFORE, BE IT RESOLVED** that the Lower Gwynedd Township Board of Supervisors hereby grants preliminary and final approval of the Amended Plans (the "**Amended Approval**") subject, however, to the following conditions:

1. No additional waivers have been requested, are required and/or are being granted in this Amended Approval.

2. All conditions of the Prior Approval, to the extent applicable and not otherwise amended, remain in full force and effect.

3. To the extent any notes on the Plans are contrary to the Amended Plans, such notes are hereby deemed to have been revised.

4. Any and all prior agreements pertaining to the Project, to the extent applicable and not

otherwise amended, remain in full force and effect.

5. The Amended Plans shall be recorded by the Township in the Recorder's Office.

**APPROVED** at the public meeting of the Lower Gwynedd Township Board of Supervisors held on June 27, 2023.

***ATTEST:***

***LOWER GWYNEDD TOWNSHIP  
BOARD OF SUPERVISORS***

\_\_\_\_\_  
**MIMI GLEASON, SECRETARY**

By: \_\_\_\_\_  
**DANIELLE A. DUCKETT, CHAIRPERSON**

**MEMORANDUM**

**TO:** Mimi Gleason, Township Manager  
Lower Gwynedd Township

**FROM:** Chad Dixson, AICP, PP

**DATE:** June 22, 2023

**SUBJECT:** Transportation Impact Fee Adjustment

Based upon the current state law, which governs the enactment and administration of transportation impact fees, the Township may request its Transportation Impact Fee Advisory Committee (TIFAC) to review the impact fee charges within the Township. The proposed transportation improvement costs may be recalculated based upon the construction cost index as published in the *American City/County Magazine* or the *Engineering News Record* magazine. In addition, the impact fee may be adjusted to reflect improvements that have been completed from the *2004 Future Development Transportation Capital Improvements Plan (CIP)*.

The current impact fee for Lower Gwynedd Township is \$2,285 per “new” weekday afternoon peak hour trip. Below is a chart indicating the prior and most recent Construction Cost Index (CCI) values as published by the *Engineering News Record* magazine.

	December 2004	April 2023
Construction Cost Index (CCI)	8728.02	15506.19

A comparison of the CCI’s identified above indicates that an increase in the index of 77.66% has occurred since December 2004. Applying this percent change to the existing impact fee established in 2004 and removing the completed project at the intersection of Welsh Road (S.R. 0063) and McKean Road results in an increase of **\$1,580**, updating the Township’s transportation impact fee to **\$3,865 per “new” afternoon peak hour trip**.

McMahon and Township staff held two meetings with the Township’s TIFAC on February 15 and April 19, 2023. At the April 19 meeting, the TIFAC unanimously recommended that the Township consider approving the updated transportation impact fee, based upon the construction cost indices of today. The Lower Gwynedd Township Planning Commission has reviewed the proposed ordinance amendment and recommended at their June 21, 2023 meeting the Board of Supervisors approve the move of transportation impact fees to a new section of the Township code and update the impact fee to \$3,865. The Montgomery County Planning Commission completed a review of the proposed amendment and indicated in the attached June 2, 2023 letter they support the amendment.

In addition, The *Future Development Transportation CIP* has been revised (attached to this memorandum) to reflect the increase in the CCI, and the estimated construction completion date has been revised to 2028. As requested for informational purposes, we have also provided a list of some municipalities in Montgomery County that have adopted transportation impact fees including the amount of the per trip impact fee and date of adoption.

If you have any questions, please do not hesitate to contact us.

BMJ/CED

**MONTGOMERY COUNTY  
BOARD OF COMMISSIONERS**

KENNETH E. LAWRENCE, JR., CHAIR  
JAMILA H. WINDER, 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  
[WWW.MONTGOMERYCOUNTYPA.GOV](http://WWW.MONTGOMERYCOUNTYPA.GOV)  
SCOTT FRANCE, AICP  
EXECUTIVE DIRECTOR

June 2, 2023

Ms. Jamie Worman, Assistant Township Manager  
Lower Gwynedd Township  
1130 North Bethlehem Pike  
Post Office Box 625  
Spring House, Pennsylvania 19477

Re: MCPC # 23-0096-001  
Plan Name: Traffic Impact Fee Ordinance  
Lower Gwynedd Township

Dear Ms. Worman:

We have reviewed the above-referenced Subdivision and Land Development Ordinance amendment in accordance with Section 505 of Act 247, "The Pennsylvania Municipalities Planning Code," as you requested on May 16, 2023. We forward this letter as a report of our review.

## BACKGROUND

Lower Gwynedd Township is proposing an amendment to the township code to add a new Title Eight within part twelve of the township code that would be entitled "Traffic Impact Fee." Regulations for Traffic Impact Fees are currently under Article XI for the Subdivision and Land Development Ordinance (SALDO). In addition, the amendment would increase the amount of the traffic impact fee from \$2,285 to \$3,865 (currently in § 1230.97). The proposed amendment would make no other changes to the regulations.

## RECOMMENDATION

The Montgomery County Planning Commission (MCPC) generally supports the township's proposal to move the Traffic Impact Fee regulations to a new section of the township code outside of the SALDO and to increase the Transportation Impact Fee amount.

It is our understanding that the township intends to update the Act 209 Study at a later date. Per the MPC Section 540-A(C)(1), the county is required to review the Land Use Assumption Report, which will be generated as part of the Act 209 Study. Without those documents to review at this point, we defer to the township traffic engineer and the township solicitor to determine the appropriate increase to the transportation impact fee.



## CONCLUSION

We wish to reiterate that MCPC generally supports the township's proposal. Please note that the review comments and recommendations contained in this report are advisory to the township and final disposition for the approval of any proposal will be made by the municipality.

Should the governing body adopt this proposed subdivision and land development ordinance amendment, Section 505 of the Municipalities Planning Code requires that we be sent an official copy within 30 days.

Sincerely,



Claire Warner, Senior Community Planner  
[claire.warner@montgomerycountypa.gov](mailto:claire.warner@montgomerycountypa.gov) – 610-278-3755

- c: Steve Ware, Township Zoning Officer
- Craig Melograno, Chairman, Planning Commission
- Mimi Gleason, Interim Township Manager
- Chad Dixon, Township Traffic Engineer
- Neil Stein, Esq., Township Solicitor



**Table 18. Future Development Transportation Capital Improvement Program - Revised April 2023**

Int. No.	Intersection or Corridor	Improvements Required	Total Project Cost	Allocated Funding			Construction Completion
				PennDOT Costs	Others Costs	Developer Costs	
4	Welsh Road and Bethlehem Pike (S.R. 0309)	Welsh Road WB RT Lane, Traffic Signal Modifications	\$499,225	\$249,613	\$0	\$249,612	2028
6	Welsh Road and McKean Road	McKean NB and SB Road LT Lanes, Traffic Signal Modifications	\$0	\$0	\$0	\$0	COMPLETED
7	Welsh Road and Tennis Avenue	Welsh Road EB RT Lane, Tennis Avenue NB RT Lane, Traffic Signal Modifications	\$655,565	\$245,837	\$0	\$409,728	2028
10	Moore Drive and Bethlehem Pike	Traffic Signal Modifications	\$12,436	\$3,109	\$0	\$9,327	2028
11	Sumneytown Pike and Dekalb Pike	Widen Sumneytown Pike to a 4-lane cross section for Dekalb Pike to Sumneytown Pike	\$14,960,749	\$0	\$7,480,375	\$7,480,374	2028
12	Sumneytown Pike and Evans Road	Sumneytown Pike EB and WB additional Thru Lanes, Traffic Signal Modifications (Included in Intersection 11)	\$0	\$0	\$0	\$0	2028
13	Sumneytown Pike and Wellington Way	Sumneytown Pike Additional WB Thru Lane (Included in Intersection 11)	\$0	\$0	\$0	\$0	2028
14	Sumneytown Pike/Norristown Road and Bethlehem Pike	Bethlehem Pike additional NB Left Turn Lane, two-way connector roadway between Bethlehem Pike and Norristown Road, Traffic Signal Modifications	\$6,083,078	\$1,824,924	\$1,216,616	\$3,041,538	2028
15	Norristown Road and McKean Road	Norristown Road EB LT Lane, Traffic Signal Modifications	\$454,810	\$151,604	\$0	\$303,206	2028
18	Dager Road and Penllyn Pike	Dager Road WB LT Lane, Traffic Signal Modifications	\$469,022	\$0	\$156,341	\$312,681	2028
19	Gypsy Hill Road and Penllyn Pike	Penllyn Pike NB LT Lane, Traffic Signal	\$421,054	\$70,176	\$140,351	\$210,527	2028
20	Dager Road and Bethlehem Pike	Traffic Signal Modifications	\$24,872	\$8,291	\$0	\$16,581	2028
<b>Totals</b>			\$23,580,811	\$2,553,554	\$8,993,683	\$12,033,574	

## MONTGOMERY COUNTY MUNICIPALITIES WITH TRANSPORTATION IMPACT FEES

MUNICIPALITY	DATE	PER TRIP IMPACT FEE
New Hanover – TSA 2	2018	\$4,152
Worcester – TSA 2	2015	\$3,977
Upper Merion	2014	\$3,623
Worcester – TSA 1	2015	\$3,125
Whitpain	2006	\$3,089
Lower Salford	2018	\$2,948
Whitemarsh – TSA North	2006	\$2,825
Upper Providence – TSA 2	2019	\$2,766
Douglass	2020	\$2,760
Whitemarsh – TSA South	2006	\$2,529
New Hanover – TSA 1	2018	\$2,406
Horsham – TSA East	2013	\$2,366
Limerick – TSA 2	2021	\$2,291
<b>Lower Gwynedd</b>	<b>2004</b>	<b>\$2,285</b>
Hatfield	2012	\$2,281
Upper Moreland	2022	\$2,238
Horsham – TSA West	2013	\$2,235
Towamencin	1996	\$2,197
Upper Providence – TSA 1	2019	\$1,955
Lower Providence – TSA 1	2009	\$1,822
Limerick – TSA 1	2021	\$1,792
Plymouth – TSA 2	2012	\$1,668
Plymouth – TSA 1	2012	\$1,638
Lower Providence – TSA 2	2009	\$413

TSA = Transportation Service Area

**BOARD OF SUPERVISORS  
LOWER GWYNEDD TOWNSHIP  
MONTGOMERY COUNTY, PENNSYLVANIA**

ORDINANCE NO. \_\_\_\_\_

**LOWER GWYNEDD TOWNSHIP AMENDED  
TRANSPORTATION IMPACT FEE ORDINANCE.**

**AN ORDINANCE OF THE TOWNSHIP OF LOWER GWYNEDD, MONTGOMERY COUNTY, PENNSYLVANIA, AMENDING THE LOWER GWYNEDD TOWNSHIP CODE, SPECIFICALLY, RENUMBERING ARTICLE XI (TRAFFIC IMPACT FEES) OF CHAPTER 1230 (SUBDIVISION AND LAND DEVELOPMENT) TO A NEW TITLE EIGHT TO BE ENTITLED "TRAFFIC IMPACT FEES", AND INCREASING THE AMOUNT OF THE TRANSPORTATION IMPACT FEE.**

**WHEREAS**, the Township of Lower Gwynedd, Montgomery County, Pennsylvania ("**Township**") continues to experience growth in the form of residential, commercial, and industrial development and redevelopment; and

**WHEREAS**, development and redevelopment within the Township will continue to grow and will create a substantial impact upon the transportation facilities within the Township; and

**WHEREAS**, the Township Board of Supervisors ("**Board of Supervisors**") is required to keep all roads open, in repair and usable for the safe and convenient travel by the public; and

**WHEREAS**, the Board of Supervisors is empowered by law to impose all or a portion of the cost for road construction and repair upon new development and redevelopment, in the form of a traffic impact fee; and

**WHEREAS**, the Board of Supervisors hereby finds and declares that the existing traffic impact fee (the "**TIF**") as set forth in Section 1230.97 of the Lower Gwynedd Township Code (the "**Code**"), must be increased to assist in the financing of specified major transportation capacity improvements, the demand for which is uniquely created by new development and redevelopment; and

**WHEREAS**, the TIF may be recalculated based upon the construction cost index as published in the American City/County Magazine or the Engineering News Record magazine and may further be adjusted to reflect improvements that have been completed from the Township's 2004 Future Development Transportation Capital Improvements Plan ("**CIP**"); and

**WHEREAS**, the Board of Supervisors hereby finds and declares that efficiency is served by locating all TIF regulations within a new stand-alone Chapter of the Code, rather than within the Subdivision and Land Development Code ("**SALDO**").

**NOW, THEREFORE**, in consideration of the foregoing, be it hereby **ENACTED AND ORDAINED**, by the Board of Supervisors as follows:

**SECTION ONE. TITLE.** This Ordinance shall be known as the "Lower Gwynedd Township Amended Transportation Impact Fee Ordinance."

**SECTION TWO. PURPOSE.** The purpose of this Ordinance is to (i) remove the TIF and its corresponding regulations from the SALDO and create a new Title Eight within Part Twelve of the Code, to be entitled "Traffic Impact Fee"; and (ii) increase the amount of the existing TIF and to restate the Impact Fee Program thereby ensuring that the Township's transportation system is available and adequate to support new growth and redevelopment.

**SECTION THREE. GENERAL FINDINGS AND CONDITIONS.** The Board of Supervisors hereby finds and declares that:

(a) The conditions and standards for the determination and imposition of the TIF set forth herein are those set forth in Act 209 of 1990 and all amendments thereto (the "**Act**"), consisting of:

- (1) The recitals set forth above; and
- (2) The analysis and recommendations of the Impact Fee Advisory Committee established by the Board of Supervisors; and
- (3) The prior provisions of the Code; and
- (4) The Transportation Capital Improvements Plan, as previously adopted by the Board of Supervisors (the "**Transportation Capital Improvements Plan**"); and
- (5) Land Use Assumptions Report as previously adopted by the Board of Supervisors; and
- (6) Roadway Sufficiency Analysis as previously adopted by the Board of Supervisors; and
- (7) Revised Future Development Transportation CIP table; and
- (8) Such other conditions and standards as the Board of Supervisors may by resolution identify from time to time as being relevant and material to the imposition of an amended transportation impact fee and consistent with the provisions of the Act and any amendments thereto.

**SECTION FOUR. AMENDMENT.** The Code is hereby amended as follows:

(a) A new Title Eight, entitled "Traffic Impact Fee", is hereby added to Part Twelve of the Code. The new Title Eight shall consist of the same content as existing Part Twelve, Title Four, Article XI of the Code, except that each section shall be renumbered as follows:

- |           |  |
|-----------|--|
| §1320.01. | Title.                                   |
| §1320.02. | Purpose.                                 |
| §1320.03. | Conditions and standards for imposition. |

- §1320.04. Definitions.
- §1320.05. Use of funds collected.
- §1320.06. Special traffic impact studies.
- §1320.07. Payment required prior to issuance of building permit.
- §1320.08. Calculation of fees
- §1320.09. Establishment of transportation service areas
- §1320.10. Establishment of impact fees.
- §1320.11. Nonbinding estimates.
- §1320.12. Administration of fees.
- §1320.13. Payment of fee.
- §1320.14. Credit.
- §1320.15. Refunds.
- §1320.16. Effect on Zoning and Subdivision Regulations.
- §1320.17. Fee is additional and supplemental requirement; payment for improvements in excess of amount estimated.
- §1320.18. Retroactive application.
- §1320.19. Construal of provisions.

(b) §1320.10 of the Code, entitled “Establishment of impact fees,” is amended to read as follows:

*“§1320.10. Calculation of Impact Fee*

*The traffic impact fee shall be \$3,865 per “new” afternoon peak hour trip for the transportation service area.”*

(c) Existing Article XI of Chapter 1230 of the Code, is deleted in its entirety.

**SECTION FIVE. SEVERABILITY.** The provisions of this Ordinance are severable, and if any section, sentence, clause, part, or provision thereof shall be held illegal, invalid, or unconstitutional by any court of competent jurisdiction, such decision shall not affect or impair the remaining sections, sentences, clauses, parts, or provisions of this ordinance. Further, the Board of Supervisors intends that this Ordinance would have been adopted if such illegal, invalid, or unconstitutional section, sentence, clause, part, or provision had not been included herein.

**SECTION SIX. REPEAL.** All ordinances, code sections or parts thereof in conflict herewith are deemed repealed to the extent of such conflict.

**SECTION SEVEN. NO RIGHTS AFFECTED.** Nothing in this Ordinance or in the Lower Gwynedd Township Code, as hereby amended, shall be construed to affect any suit or proceedings in any court, any rights acquired or liability incurred, any permit issued, or any cause of causes of action existing under the Lower Gwynedd Township Code prior to the adoption of this Ordinance.

**SECTION EIGHT. EFFECTIVE DATE.** This Ordinance shall take effect and be in force from and after its approval as required by law.

**ORDAINED AND ENACTED** by the Board of Supervisors of Lower Gwynedd Township, Montgomery County, Pennsylvania, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**ATTEST:**

**LOWER GWYNEDD TOWNSHIP  
BOARD OF SUPERVISORS**

\_\_\_\_\_  
**MIMI GLEASON, TOWNSHIP SECRETARY**

By: \_\_\_\_\_  
**DANIELLE A. DUCKETT, CHAIRPERSON**



## MEMORANDUM

**ATTN:** Board of Supervisors  
**DATE:** Thursday, June 22, 2023  
**FROM:** Jamie P. Worman, Assistant Township Manager  
**SUBJ:** Appointment Recommendation-UCC Board of Appeals

### **Building & Zoning Subcommittee- Appointment Recommendation UCC Board of Appeals**

The B&Z subcommittee reviewed a volunteer application from a Township resident who expressed an interest in serving on the UCC Appeals Board. Lower Gwynedd recently became a member of a joint appeals board with Upper Gwynedd Township and North Wales Borough. Under the current intergovernmental agreement, Lower Gwynedd can appoint one volunteer to serve on this board for the remainder of 2023. Attached for your reference is the volunteer application for Mike Mrozinski. The B&Z subcommittee would like to recommend that the BOS appoint Mike Mrozinski to the joint UCC Board of Appeals for a term ending December 31, 2026. ***The recommended action is that the BOS appoint Mike Mrozinski to the UCC Board of Appeals for a term expiring December 31, 2026.***

# Lower Gwynedd Township Volunteer Application



Your township has a number of committees and commissions and special task forces that are staffed by volunteers. At various times there is a need to find new members for these positions. Please note that most of the committees/boards meet in the evening, usually once per month. In order to facilitate the finding of new members the township maintains a file with people that would be willing to serve the township. If you are interested, please fill out the following and return it to Lower Gwynedd Township, P.O. Box 625, Spring House, PA 19477, to the attention of Township Manager or email to [contactus@lowergwynedd.org](mailto:contactus@lowergwynedd.org). Thank you.

**Name:** Michael Mrozinski

**Phone (day):** 484-390-0924      **Phone (evening):** 267-219-7988

**Address:**

1101 Dekalb Pike Gwynedd PA 19454

**Email Address:**

[mikemenski@gmail.com](mailto:mikemenski@gmail.com)

I would be interested in serving on the following:

Planning Commission	<input checked="" type="checkbox"/>	Building Appeals Board	<input checked="" type="checkbox"/>
Park and Recreation Board	<input type="checkbox"/>	Zoning Hearing Board	<input type="checkbox"/>
Historical Preservation	<input type="checkbox"/>	Special Purpose Task Force	<input type="checkbox"/>
Investment Advisory Committee	<input type="checkbox"/>	Environmental Advisory Council	<input type="checkbox"/>
Fall Fest	<input type="checkbox"/>	Bethlehem Pike Revitalization	<input type="checkbox"/>
Human Relations Commission	<input type="checkbox"/>		

**My present occupation is:**

Community Planner for township - Director of Community Development Lower Providence Township

**Special qualifications that may be of help to the municipality:**

PA certified BCO and residential plumbing inspector Masters in Community and Regional Planning Township zoning officer and floodplain manager Past professional experience in building trades

**I have served on:**



EAC

**In the community of:**

Upper Dublin

Received 5/17/23-web

**\*\*\*Please note: This form will remain on file until notice from you or for a period of 2 years**

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PROJECT	WORK PERFORMED LAST PERIOD (May 1 <sup>st</sup> to May 31 <sup>st</sup> )	WORK TO BE PERFORMED THIS PERIOD (June 1 <sup>st</sup> to June 30 <sup>th</sup> )
<b>GENERAL TOWNSHIP PROJECTS</b>		
1. NPDES – MS4 Reporting	<ul style="list-style-type: none"> <li>No work completed this period.</li> </ul>	<ul style="list-style-type: none"> <li>Monitor project status and perform work as necessary.</li> </ul>
2. Misc. Consulting Services	<ul style="list-style-type: none"> <li>Site plan for fuel monitoring system permit application</li> </ul>	<ul style="list-style-type: none"> <li>Perform work as requested.</li> </ul>
3. Old Bethlehem Pike Bridge Replacement / Streambank Stabilization	<ul style="list-style-type: none"> <li>Submitted PA DEP permits.</li> <li>Comments received from PA DEP on permit application.</li> </ul>	<ul style="list-style-type: none"> <li>Revise plans and resubmit PA DEP permit package.</li> <li>Coordination re: architectural form liner options for façade options. Example facades will be brought to BOS prior to bid.</li> </ul>
4. Bethlehem Pike Pedestrian Bridges (Montco 2040 Grant)	<ul style="list-style-type: none"> <li>Meet with property owners re: temporary construction easements. All have given verbal OK.</li> </ul>	<ul style="list-style-type: none"> <li>Coordinate with Solicitor and property owners on temporary construction easements.</li> <li>Coordination with Contech on final bridge design.</li> </ul>
5. Road Repaving Program	<ul style="list-style-type: none"> <li>Coordination with paving contractor re: schedule and manhole adjustments.</li> </ul>	<ul style="list-style-type: none"> <li>Anticipate mid/late July start for milling and paving program.</li> </ul>
6. Pen-Ambler Park	<ul style="list-style-type: none"> <li>Coordination with AMO Environmental and Public Works on basin liner installation.</li> </ul>	<ul style="list-style-type: none"> <li>Basin liner installation complete.</li> <li>Coordination re: bid schedule for paving of parking lot. Anticipate requesting authorization to advertise at July BOS with Fall construction.</li> </ul>
7. Houston Creek Flood Study	<ul style="list-style-type: none"> <li>Follow up presentation to the BOS on May 23<sup>rd</sup>.</li> </ul>	<ul style="list-style-type: none"> <li>Report to be finalized and begin grant closeout.</li> <li>Monitor future grant opportunities to fund priority projects.</li> </ul>
8. Park Master Plans (Ingersoll, Pen-Ambler, Oxford) DCED Grant.	<ul style="list-style-type: none"> <li>Draft master plans complete.</li> <li>Presented to working group on June 7<sup>th</sup></li> </ul>	<ul style="list-style-type: none"> <li>Draft master plans to be presented to Park &amp; Rec Board on July 18th.</li> <li>Revise master plans after P&amp;R and public feedback for presentation to the BOS in August/Sept.</li> </ul>

<b>PROJECT</b>	<b>WORK PERFORMED LAST PERIOD</b> (May 1 <sup>st</sup> to May 31 <sup>st</sup> )	<b>WORK TO BE PERFORMED THIS PERIOD</b> (June 1 <sup>st</sup> to June 30 <sup>th</sup> )
<b>PRIVATE DEVELOPMENT PROJECTS</b>		
1. Gwynedd Mercy University – Athletic Fields	<ul style="list-style-type: none"> <li>• Construction observation.</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor project status and perform work as needed</li> </ul>
2. Saint Charles Seminary	<ul style="list-style-type: none"> <li>• Construction Observation</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor project status and perform work as needed.</li> </ul>
3. Precision Watches	<ul style="list-style-type: none"> <li>• Construction Observation</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor project status and perform work as needed.</li> </ul>
4. Hunt Seat Drive	<ul style="list-style-type: none"> <li>• No work performed this period.</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor project status and perform work as needed.</li> </ul>
5. Overlook at Gwynedd (WB Homes off Route 202)	<ul style="list-style-type: none"> <li>• No work performed this period.</li> </ul>	<ul style="list-style-type: none"> <li>• Move project into 18-month maintenance period once all punch list items are addressed.</li> </ul>
6. 1323 Gypsy Hill Road (Gypsy Way – DeSantis)	<ul style="list-style-type: none"> <li>• No work performed this period.</li> </ul>	<ul style="list-style-type: none"> <li>• Move project into 18-month maintenance period once all punch list items are addressed.</li> </ul>
7. Wissahickon School District – Turf Fields	<ul style="list-style-type: none"> <li>• No work was completed in this period.</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor project status and perform work as needed.</li> <li>• Construction is scheduled for this summer.</li> </ul>
8. Goddard School	<ul style="list-style-type: none"> <li>• Construction Observation</li> <li>• Coordination with Applicant re: opening of Goddard School. (Anticipated in August/Sept timeframe).</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor project status and perform work as needed.</li> </ul>
9. 1501 Cedar Hill Road (2 Lot Subdivision)	<ul style="list-style-type: none"> <li>• No work performed this period.</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor project status and perform work as needed.</li> </ul>
10. Gwynedd Mercy Academy High School	<ul style="list-style-type: none"> <li>• Project received conditional BOS approval on May 23<sup>rd</sup>.</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor project status and perform work as needed.</li> </ul>
11. GMU – Tri-Plex Building Courtyard Improvements	<ul style="list-style-type: none"> <li>• Review plans and issue letter.</li> </ul>	<ul style="list-style-type: none"> <li>• Project is Waiver of LD request and Applicant to present to BOS on June 27<sup>th</sup>.</li> </ul>

**LOWER GWYNEDD TOWNSHIP  
PROJECT STATUS REPORT  
June 2023**

**TRAFFIC PROJECTS**

**TRANSPORTATION IMPACT FEE UPDATE**

- Advisory Committee provided recommendation for impact fee adjustment at 4/19/2023 meeting.
- Montgomery County Planning Commission submitted review for proposed ordinance amendment on 6/2/2023.
- Township Planning Commission provided recommendation for proposed ordinance amendment at 6/21/2023 meeting.
- Ordinance adoption scheduled for 6/27/2023 BOS meeting.

**McKEAN ROAD TRAFFIC CALMING MASTER PLAN**

- Traffic data collection completed February 2023.
- Preliminary future condition intersection capacity/level of service (LOS) analysis completed March 2023.
- Beacon to provide trip generation data for Spring House Innovation Park (SHIP) to consider additional scenarios for intersection traffic analysis.
- Preliminary evaluation of potential traffic calming and pedestrian improvements in progress.

**DESIGN PROJECTS**

**SPRING HOUSE INTERSECTION PROJECT – PHASE 2**

- Project information and notices to be maintained on the Township website.
- Bid award approved by BOS 3/22/2023.
- Preconstruction meeting 4/11/2023.
- Notice To Proceed given 4/17/2023.
- PennDOT required on 5/3/2023 that the PNDI (Pennsylvania Natural Diversity Index) be re-run for the project based on US Army Corps of Engineers direction for the Northern Long Eared Bat, the status of which has been reclassified from Threatened to Endangered. NTM re-ran the PNDI search for the project location, and there are no conflicts in the project area.
- Meeting on 5/4/2023 with contractor, signal subcontractor and engineer to discuss signal pole orders and construction schedule. The biggest time constraints will be due to the signal pole orders (anticipated 6 months to receive poles after order).
- Tree clearing and trimming has started; contractor coordinating with PECO for final tree clearing needed for final PECO pole relocations. A pre-clearing meeting has been held for the Beadle property, on 6/1/2023.
- Project information meeting occurred on 5/10/2023 with local businesses.
- Project status meeting held on 6/22/2023 with engineer and contractor to discuss schedule and payment apps.

**LOWER GWYNEDD TOWNSHIP**  
**PROJECT STATUS REPORT**  
**June 2023**

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- Roadway construction to begin once drainage structures have been delivered, approximately in 4-6 weeks. (Mid-end of July).
- Contractor to provide an updated construction schedule soon, as well as the executed agreement for the staging area.
- The first payment application should be provided to McMahon shortly for the initial tree clearing and mobilization.
- Project completion April 2024 (Tentative).

**US 202 (DEKALB PIKE) WIDENING PROJECT (PENNDOT)**

- PennDOT funded project consists of the following improvements:
  - Reconstructing and widening U.S. 202 from two lanes to five lanes with a center turn lane from Morris Road to Grasshopper Lane and from Schoolhouse Lane to Swedesford Road.
  - Widening U.S. 202 from two lanes to four lanes with a mountable median curb from the Wissahickon Creek crossing to south of Schoolhouse Lane.
  - Installing five-foot bicycle lanes in both directions in the five-lane sections.
  - Reconstructing the bridge over the Wissahickon Creek.
  - New traffic signals and Intelligent Transportation Systems (ITS).
- Project completion anticipated Summer/early Fall 2023.

**TRAFFIC SIGNAL PROJECTS**

**McKEAN ROAD PEDESTRIAN IMPROVEMENTS (BEACON PROPERTIES)**

- Pedestrian crossing improvements at Stone House Road and Ambler Area YMCA being completed by Beacon Properties.
- Project information and notices to be maintained on the Township website.
- Construction started April 2023.
- Township and Beacon traffic engineer discussing removal of the pedestrian refuge island at the YMCA crossing.
- Beacon traffic engineer and contractor are coordinating with PECO for power sources. Power source location has been determined for the YMCA pedestrian crossing flasher. PECO is still investigating power sources for the two (2) speed display signs.

**DAGER ROAD PEDESTRIAN CROSSING**

- Improvements funded by Montco 2040 grant to realign existing midblock crossing and install Rectangular Rapid Flashing Beacon (RRFB).
- Construction bid award approved by BOS November 2022.
- Preconstruction meeting held with contractor February 2023.
- Pole spot meeting on 6/12/23.
- Estimated completion in August 2023.

**NORRISTOWN ROAD/TENNIS AVENUE TRAFFIC SIGNAL UPGRADES**

- Improvements funded by PennDOT Green Light Go (GLG) grant to upgrade traffic and pedestrian signal equipment and ADA ramp upgrades.

**LOWER GWYNEDD TOWNSHIP  
PROJECT STATUS REPORT  
June 2023**

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- PennDOT design approval obtained March 2023.
- Signal permit was issued on 5/1/2023.
- Construction bid posted May 2023.
- Bid recommendation in the amount \$172,269.35 from Lenni Electric Corporation scheduled for 6/27/2023 BOS meeting.
- Contract to be executed and NTP expected in July.
- Estimated 8 months for construction from NTP, including lead time for signal equipment.

**PENLLYN PIKE AND TREWELLYN AVENUE/OLD PENLLYN PIKE TRAFFIC SIGNAL UPGRADES**

- PennDOT scoping form and initial construction cost estimate completed.
- PennDOT GLG grant application submitted January 2023.
- GLG awards anticipated Summer or Fall 2023.

# Memo

**To:** Board of Supervisors  
**From:** Mimi Gleason, Interim Township Manager  
**Date:** May 18, 2023  
**Re:** Volunteer Service Tax Credit Program for fire volunteers

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**Recommended Action: Authorize advertisement of an ordinance establishing a volunteer service tax credit program for volunteer firefighters**

In April, the Board of Supervisors discussed moving forward with a tax credit incentive program for active volunteers from Wissahickon Fire Company and North Penn Volunteer Fire Company who are Lower Gwynedd residents. The attached ordinance would authorize earned income tax credits up to \$1,000 per year for active volunteers in either company. Also attached is a summary of how the process would work for 2023 if the Board approves the ordinance.

If you authorize advertisement, the ordinance will be on your June 27<sup>th</sup> agenda for consideration, following the required 30-day notice period. At that meeting, there also will be a resolution establishing criteria for determining whether volunteers were sufficiently active with their fire company to qualify for the tax credit.

Attachments:

- Draft ordinance authorizing tax credits for volunteer firefighters
- Draft resolution establishing eligibility criteria for the tax credit
- Process for approving tax credits if the ordinance and resolution are adopted

**LOWER GWYNEDD TOWNSHIP**  
**MONTGOMERY COUNTY, PENNSYLVANIA**  
**ORDINANCE NO. \_\_\_**

**AN ORDINANCE OF ESTABLISHING A VOLUNTEER SERVICE TAX  
CREDIT PROGRAM; ENACTING TAX CREDITS FOR VOLUNTEER  
MEMBERS OF VOLUNTEER FIRE COMPANIES; AND ESTABLISHING  
ADMINISTRATIVE PROCEDURES AND APPEALS**

**WHEREAS**, the Lower Gwynedd Township Board of Supervisors (“**Board**”) has expressed concerns over declining firefighting volunteerism; and

**WHEREAS**, a tax credit program is a tool being utilized to attract and retain volunteers in areas where volunteer firefighting companies provide coverage; and

**WHEREAS**, the Board desires to provide a program whereby firefighting volunteers may elect to receive a credit against earned income tax.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED**, by the Lower Gwynedd Township Board of Supervisors, and it is hereby ordained and enacted by the authority of the same, to wit:

**SECTION 1.** A new Chapter 894, Volunteer Service Tax Credits, is added to the Code under Title Six, Taxation, as follows:

SECTION 894.01. DEFINITIONS.

The following words and phrases when used in this Ordinance shall have the meanings given to them in this section unless the context clearly indicates otherwise.

***Application.*** An application for certification of participation in the Volunteer Service Program.

***Earned income tax.*** A tax on earned income and net profits levied under Chapter 3 of the act of December 31, 1965 (P.L.1257, No.511), known as The Local Tax Enabling Act.

***Eligible Entities.*** The entities listed in Section 894.02.C.

***Eligibility Period.*** The timeframe when volunteers may earn credit under the Volunteer Service Credit Program.

***Emergency Response Call.*** Any emergency call to which a volunteer responds, including travel directly from and to a volunteer’s home, place of business, or other place where he or she shall have been when the call was received.

***Injured Volunteer.*** A Volunteer that is injured during an Emergency Response Call.

***Qualifying Volunteer.*** A Volunteer that qualifies for participation in the Volunteer Service Program. In the event that an individual is an active member in more than one Eligible Entity for any given calendar year, an Application may be submitted only through one Eligible Entity.

***Volunteer.*** An unpaid member of an Eligible Entity.



SECTION 894.02. VOLUNTEER SERVICE TAX CREDIT PROGRAM.

- A. **Establishment.** Lower Gwynedd Township hereby establishes a Volunteer Service Tax Credit Program (“**Volunteer Service Program**”). The goal of the program is to encourage membership and service in the Township’s volunteer fire companies.
- B. **Program Criteria.** The Board of Supervisors shall establish by resolution the annual criteria that must be met to qualify for credits under the program based on any combination of the following standards:
- (1) The number of emergency response calls to which a volunteer responds;
  - (2) The level of training and participation in formal training and drills for a volunteer;
  - (3) The total amount of time expended by a volunteer on administrative and other support services, including but not limited to fundraising, maintaining facilities and equipment, and financial bookkeeping;
  - (4) The involvement in other events or projects that aid the financial viability, emergency response, or operational readiness of an Eligible Entity; and
  - (5) The total number of years the Volunteer has served.
- C. **Eligible Entities.** The Volunteer Service Program is available to residents of Lower Gwynedd Township who are volunteer members in good standing in either of the following volunteer fire companies:
- (1) North Penn Volunteer Fire Company; and
  - (2) Wissahickon Fire Company.
- D. **Eligibility Period.** A Volunteer must meet the minimum criteria, set by resolution under this Section, during the eligibility period to qualify for the tax credits established under Section 3. For 2023 and each subsequent year thereafter, the eligibility period shall run from January 1 to December 31.
- E. **Recordkeeping.** Each Eligible Entity shall keep specific records of each Volunteer’s activities in a service log to establish credits under the Volunteer Service Program. Service logs shall be subject to review by the Township, the state Fire Commissioner, and the state Auditor General. Each eligible entity shall annually transmit to the Township a notarized eligibility list of all Volunteers that have met the minimum criteria for a Volunteer Service Program. The notarized eligibility list shall be transmitted to the Township no later than November 1 of each year. The Eligible Entity shall post the notarized eligibility list in an accessible area of the Eligible Entity’s facilities.
- F. **Application.** Volunteers that have met the minimum criteria of the Volunteer Service Tax Credit Program shall sign and submit an Application for certification to the chief of the eligible entity. The chief or supervising officer shall sign the Application, if the Volunteer has met the minimum criteria of the Volunteer Service Tax Credit Program, and forward it to the Township Finance Director.

- G. ***Municipal Review.*** The Township Finance Director shall review applications for credit under the Volunteer Service Tax Credit Program and cross-reference them with the notarized eligibility list. The Board of Supervisors shall approve all eligible applicants that are on the notarized eligibility list. All applicants approved by the Board of Supervisors shall be issued a certificate by the Township Manager.
- H. ***Official Program Register.*** The Township shall keep an official Register of all Qualifying Volunteers that were issued certificates. The Township Finance Director shall issue updates, as needed, of the official Register to the following:
- (1) Board of Supervisors; and
  - (2) Chief(s) of the Eligible Entities.
- I. ***Injured Volunteers.***
- (1) A Volunteer that is injured during an Emergency Response Call may be eligible for future tax credits. The injury must have occurred while responding to, participating in, or returning from an Emergency Response Call with one of the Eligible Entities.
  - (2) An injured Volunteer shall provide documentation from a licensed physician with the Application, stating that their injury prevents them from performing duties to qualify as a Qualifying Volunteer. In such a case, the injured Volunteer shall be deemed a Qualifying Volunteer for that tax year.
  - (3) An injured Volunteer shall annually submit the application required herein, along with updated documentation from a licensed physician stating that the injury still exists and prevents the Volunteer from qualifying as a Qualifying Volunteer. The injured Volunteer shall again be deemed a Qualifying Volunteer for that tax year. An injured Volunteer shall only be deemed a Qualifying Volunteer for a maximum of five (5) consecutive years.

SECTION 894.03. EARNED INCOME TAX CREDIT.

- A. ***Tax Credit.*** Each Qualifying Volunteer who has been certified under the Volunteer Service Tax Credit Program shall be eligible to receive a tax credit of up to One Thousand Dollars (\$1,000.00). When a Qualifying Volunteer's earned income tax liability is less than the amount of the tax credit, the tax credit shall equal the individual's tax liability.
- B. ***Claim.*** A Qualifying Volunteer with a tax credit certificate may file a claim for the tax credit on his or her Township's earned income tax liability when filing a final tax return for the preceding calendar year.
- C. **Rejection of Tax Credit Claim.**
- (1) A claim for a tax credit will be rejected if the taxpayer is not on the official Tax Credit Register issued by the Township Finance Director.
  - (2) If a claim is rejected, the taxpayer shall be notified in writing of the decision. The notice shall include the reason for the rejection and provide the method of appealing the decision pursuant to Section 894.04.

**SECTION 894.04. APPEALS.**

Appeal Procedure. Any taxpayer aggrieved by a decision under Section 894.03 shall have thirty (30) days to appeal a decision or rejection of a claim to the Board of Supervisors.

**SECTION 2. SAVINGS CLAUSE.**

The provisions of the Township Code of Ordinances, so far as they are the same as those ordinances and regulations in force immediately prior to the adoption of this Ordinance, are intended as a continuation of such ordinances and regulations and not as a new enactment. The provisions of this Ordinance shall not affect any suit or prosecution pending or to be instituted to enforce any of the prior ordinances or regulations except as otherwise provided by law.

**SECTION 3. SEVERABILITY OF PART OF ORDINANCE.**

It is hereby declared to be the intention of the Board of Supervisors that the chapters, parts, sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable. If any section, paragraph, sentence, clause or phrase of this Ordinance is declared unconstitutional, illegal, or otherwise invalid by judgment or decree of a court with competent jurisdiction, that invalidity shall not affect any of the remaining chapters, parts, sections, paragraphs, sentences, clauses, or phrases of this codification.

**SECTION 4. EFFECTIVE DATE.**

This Ordinance shall take effect in five (5) days.

**ORDAINED AND ENACTED** by the Board of Supervisors of Lower Gwynedd Township, Montgomery County, Pennsylvania, this \_\_\_\_\_ day of \_\_, 2023.

**LOWER GWYNEDD TOWNSHIP  
BOARD OF SUPERVISORS**

***ATTEST:***

\_\_\_\_\_  
**MIMI GLEASON  
SECRETARY**

By: \_\_\_\_\_  
**DANIELLE A. DUCKETT  
CHAIRPERSON**

**LOWER GWYNEDD TOWNSHIP  
MONTGOMERY COUNTY, PENNSYLVANIA**

**RESOLUTION 2023-**

A resolution establishing eligibility criteria for the Volunteer Service Tax Credit Program

**WHEREAS** PA Act 172 of 2016 and Act 91 of 2020 authorizes municipalities to establish incentive programs allowing for tax credits for eligible volunteers of designated fire companies; and

**WHEREAS** the Lower Gwynedd Township Board of Supervisors adopted Ordinance No. \_\_\_ creating a Volunteer Service Tax Credit Program; and

**WHEREAS** volunteers qualify for the tax credits by meeting defined service criteria;

**NOW THEREFORE BE IT RESOLVED** that the Lower Gwynedd Board of Supervisors approves the following criteria for annual eligibility under the Volunteer Service Tax Credit Program:

1. North Penn Volunteer Fire Company: By responding to fire/QRS/fire police calls, duty crew service and participation in training, meetings and other events to accrue at least 75 points in the company's Length of Service Awards Program.
2. Wissahickon Fire Company: By attending at least 50% of weekly drills in a calendar year, and responding to either 20% of either Day Calls (6am to 6pm M-F), Night Calls (6pm to 6am M-F plus weekends and Holidays) or 20% of Total Calls (all calls for which the company is dispatched) for the calendar year.

BOARD OF SUPERVISORS  
LOWER GWYNEDD TOWNSHIP

\_\_\_\_\_  
Danielle A. Duckett, Chairperson

Attest: \_\_\_\_\_  
Mimi Gleason, Township Manager

**LOWER GWYNEDD TOWNSHIP  
VOLUNTEER SERVICE CREDIT PROGRAM**

2023 process under state law and the draft Township ordinance

A. Determine eligibility for the credit

1. The Board of Supervisors will adopt a resolution establishing the minimum annual volunteer service criteria for eligibility for an earned income tax (EIT) credit.
2. The Chief of North Penn and of Wissahickon is responsible for confirming that volunteers from each respective fire company have met the established minimum volunteer service criteria for the period between **January 1, 2023 – December 31, 2023**.
3. Volunteers are eligible for a tax credit of up to \$1,000 if:
  - a. They meet the minimum volunteer service requirements in the BOS resolution, and
  - b. Live in Lower Gwynedd and pay the resident EIT (0.5%) \*

\* Residents pay a 1% earned income tax – 0.5% to Lower Gwynedd Township and 0.5% to the Wissahickon School District. LGT's tax credit only applies to the Township's portion of the EIT. The volunteer will receive a credit for the 0.5% earned income tax paid to the Township in 2023, up to a maximum of \$1,000.

B. Certification Process

1. Volunteers must submit signed applications to the Chief of their fire company to be considered for the credits.
2. The Chief and another officer must sign the applications for all eligible volunteers from that company attesting that they comply with the volunteer service criteria in the resolution.
3. **By November 27, 2023**, the Chief submits to the Township:
  - a. a notarized list of eligible volunteers (Twp has notaries if needed) and
  - b. the signed and attested Berkheimer EIT Volunteer Credit Certificate for each eligible volunteer
4. **By November 17, 2023**, the Chief must notify any volunteers in writing if they are ineligible for the credit because of insufficient volunteer service.
  - a. **By Decembe 6, 2023** (within 10 days after receiving the notice of denial), any volunteers who are determined to be ineligible by the fire company may appeal that decision to the Board of Supervisors.
  - b. **On December 12, 2023**, the Board of Supervisors will decide all appeals of eligibility determinations at their public meeting.

5. **On December 12, 2023**, the Board of Supervisors approves the list of eligible volunteers at their public meeting. (Any appeals of denials from step 4 will be decided first.)
  6. **By the end of the year**, the Township issues certificates to all eligible volunteers and sends the list of eligible volunteers to the earned income tax collector (Berkheimer).
- C. Filing for the tax credit
1. **By April 15, 2024**, the volunteer files their 2023 EIT return with Berkheimer, with the approved Berkheimer EIT Volunteer Credit Certificate. Berkheimer also will have the list of eligible volunteers from the Township to cross-reference.
  2. If the volunteer still owes tax when the return is filed, the credit will be applied to that amount. Any amount over the amount due will be paid as a refund to the volunteer by Berkheimer (and ultimately Lower Gwynedd Township).

# Memo

**To:** Board of Supervisors  
**From:** Mimi Gleason, Township Manager  
**Date:** June 7, 2023  
**Re:** Historical Marker Program and Ordinance

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## Recommended actions:

**Motion to approve the ordinance authorizing the Lower Gwynedd Township Historical Marker Program**

**Motion to approve the Historical Marker Program Guidelines**

At the May 23<sup>rd</sup> meeting, the Board authorized advertisement of an ordinance creating the historical marker program. The Historical Advisory Committee also developed draft guidelines that have been revised based on comments from the last Board meeting.

## Attachments:

- Draft ordinance authorizing the Historical Marker Program
- Final draft of the Historical Marker Program Guidelines

**BOARD OF SUPERVISORS OF LOWER GWYNEDD TOWNSHIP,  
MONTGOMERY COUNTY, PENNSYLVANIA**

**ORDINANCE # \_\_\_\_\_**

**AN ORDINANCE TO ESTABLISH THE LOWER GWYNEDD TOWNSHIP HISTORIC MARKERS PROGRAM**

**WHEREAS**, pursuant to Section 1506 of the Second Class Township Code, the Lower Gwynedd Township Board of Supervisors (“**Board**”) may make and adopt any ordinances, bylaws, rules and regulations not inconsistent with or restrained by the Constitution and laws of this Commonwealth necessary for the proper management, care and control of the Township and its finances and the maintenance of peace, good government, health and welfare of the Township and its citizens; and

**WHEREAS**, many properties and structures within Lower Gwynedd Township have historical and cultural significance; and

**WHEREAS**, the Board desires to create a program for the installation of historic markers (“**Historic Marker**” or collectively, “**Historic Markers**”) within the Township to identify properties and structures of historical significance.

**NOW THEREFORE, BE IT ORDAINED AND ENACTED** by the Lower Gwynedd Township Board of Supervisors as follows:

**SECTION ONE. HISTORIC MARKERS PROGRAM.**

A new Chapter 1046 is hereby added to Title Four of the Code of Lower Gwynedd Township, to be entitled “Historic Markers Program”, which shall read as follows:

**§1046.01. Establishment of Historic Markers Program.**

(a) There is hereby established a program to be known as the Historic Markers Program (the “**Program**”). The Program will include points or sites of historic or cultural interest anywhere within the Township, which may be selected and designated for Historic Markers by Board resolution after an advisory recommendation by the Lower Gwynedd Township Historical Advisory Committee (“**HAC**”).

(b) The HAC may identify locations where Historic Markers will be installed. Locations may also be nominated for such designation by any person or organization in writing, to the HAC, and evaluated within sixty (60) days of submission, in accordance with the criteria included in the Historic Marker Program Policy approved by the Board.

(c) Historic Markers may be placed or located on private property, or on public property, or in the public right-of-way, at locations on or in any of the same, commemorating certain historic events, individuals, organizations, and eras, and shall have suitable inscriptions as may be necessary.



(d) If located on private property, the designation of the property and the installation of a Historic Marker shall be done only with, and after receipt by the Board, of the written agreement or consent of the property owner(s).

(e) If a Historic Marker is to be located on public property or within a public right-of-way, such designation and installation shall be subject to and in conformance with public safety standards.

(f) The Program will be funded through general revenue, grants, donations, or other sources available in the Township budget.

(g) Upon a recommendation of two-thirds (2/3) of the then current members of the HAC, the Board may retire a Historic Marker.

**SECTION TWO. REPEALER.** All other Ordinances or parts of Ordinances in violation or in conflict with the terms, conditions and provisions of this Ordinance are hereby repealed to the extent of such irreconcilable conflict.

**SECTION THREE. SEVERABILITY CLAUSE.** The terms, conditions and provisions of this Ordinance are hereby declared to be severable, and, should any portion, part or provision of this Ordinance be found by a court of competent jurisdiction to be invalid, non-enforceable or unconstitutional, the Board hereby declares its intent that the Ordinance shall have been enacted without regard to the invalid, non-enforceable, or unconstitutional portion, part or provision of this Ordinance.

**SECTION FOUR. EFFECTIVE DATE.** This Ordinance shall become effective as provided under the Second Class Township Code.

**ENACTED BY THE LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS** this \_\_\_\_ day of \_\_\_\_\_, 2023.

**ATTEST:**

***LOWER GWYNEDD TOWNSHIP  
BOARD OF SUPERVISORS***

\_\_\_\_\_  
**MIMI GLEASON, TOWNSHIP SECRETARY**

By: \_\_\_\_\_  
**DANIELLE A. DUCKETT, CHAIRPERSON**

# LOWER GWYNEDD TOWNSHIP HISTORICAL MARKER PROGRAM GUIDELINES

## Mission Statement

The Lower Gwynedd Township Historical Marker Program is designed to highlight important aspects of township history to increase residents' sense of pride of place, to support cultural tourism throughout the county and region, to educate the public, and to encourage the public to preserve historic resources.

## Program Administration

Lower Gwynedd Township will administer the historical marker program. Through ordinance, the Board of Supervisors will enable the program and hold the final decision on the placement or removal of markers.

The Township's Historical Advisory Committee will set up a framework for vetting proposed marker submissions, receive and review submissions from the public, and make recommendations for approval to the Board of Supervisors. It will review criteria, set priorities, and assess the progress of the program. It will also review the accuracy and integrity of the marker text and/or digital description explaining the significance of the marker in consultation with nominators and local historical organizations.

Effort will be made to consult and coordinate with, where appropriate, the State Historic Preservation Office, state and regional tourism entities, and PennDOT on issues related to verifying historical significance; establishing special initiatives for topics/themes; signage design, placement and maintenance; creation of an inventory of existing historical marker signs.

Once established, the Historical Advisory Committee may make recommendations to the Board of Supervisors to update the terms of the program as necessary.

## Submissions

The public (resident or non-resident), elected and appointed members of the Lower Gwynedd Township government or committees, and/or Lower Gwynedd Township staff may nominate a subject for a historical marker.

## Eligibility Criteria

Subjects/themes of a proposed marker:

1. Must have direct connection to local history (specifically historical Gwynedd Township or modern Lower Gwynedd Township);
2. Should reference an event(s), place (building, structure, object, site, district, natural or cultural landscape), innovation, legend, person, or group/organization;
3. Should have had a significant impact on its time (and/or the present) or contributed significantly to regional, state, or national history with a specific connection to Lower Gwynedd Township; and
4. Should be sufficiently in the past that enough time has elapsed to evaluate its impact based on credible documentation and historical perspective.

Subjects/themes should meet specific criteria as appropriate:

- Events should date from at least 40 years in the past
  - For continuing events, must be historically established rather than of contemporary interest
- Places may include public or private buildings, structures, objects, sites, districts, and cultural and natural features/landscapes
  - These places may be extant, significantly altered, or no longer standing
  - A group of sites can be collectively argued to be significant under any of the criteria
- Legends and/or folklore should be based on relevant historical documentation and/or scholarship
- A person or group/organization may be a marker subject 20 years after their death or the group's dissolution
  - For continuing groups/organizations, must be historically established rather than of contemporary interest
  - Individual gravesites are not eligible for markers unless there are no other appropriate location associated with the person's productive life
  - Churches or religious sites are not eligible unless their significance is associated with broader themes in local history and culture

Special consideration for subjects/themes:

- Will be afforded for recognition of the historical hamlets of Lower Gwynedd Township
- Will be considered for places already recognized on a registry (e.g., National Register of Historic Places) or landmarks list
  - However, the place must meet the same criteria as other LGT historical markers, have adequate documentation, and will not receive preference or precedence among other marker submissions
- Marker candidates with state or national significance should be considered for a Pennsylvania state historical marker

Lower Gwynedd Township recognizes that continuing scholarship may help validate the subject's impact on its times or its significance from a more recent historical perspective. As such, marker submissions that are not accepted may be resubmitted after a period of two years from the most recent rejection for reconsideration.

## Documentation

All subjects/themes nominated for a historical marker must be accompanied by relevant, authoritative, accurate, and verifiable documentation.

The burden of proof will be on the application's sponsor to provide documentary evidence demonstrating the significance of the proposed marker subject.

Documentation should include:

- A fact-based description of the subject/theme and its direct connection to historical Gwynedd Township or modern Lower Gwynedd Township
- An explanation of the subject/theme's historical importance to the township
- Footnotes that reference verifiable primary and secondary sources for facts and assertions presented to support the submission
- A map and photo of the site proposed for the marker; historical markers will be installed at the location of greatest historical significance related to subject/theme.
- Proposed text for the historical marker or digital description which will be reviewed (and may be altered) by the Historical Advisory Committee
- A clear and organized presentation that makes documentation verifiable by reviewers without undue burden

The Township may create and require specific paperwork related to the application process.

## Review Process

Submissions will follow a standardized process recommended by the Historical Advisory Committee and approved by the Board of Supervisors.

- Submissions will be considered by the Historical Advisory Committee no less than twice yearly
- Submissions may be returned for clarification or to request additional information; the Historical Advisory Committee may return a submission with recommended changes prior to final consideration by the Committee
- Application sponsors are welcome to address the Historical Advisory Committee and should give advanced notice where possible in order to enable members to prepare questions
- Application sponsors may also be requested by the Historical Advisory Committee to appear/re-appear in advance of their submission's public review and/or approval to answer questions
- The Historical Advisory Committee will be given adequate time to verify the materials presented
- Marker submissions that do not win initial approval may be resubmitted; if the submission is denied twice, it may be resubmitted for reconsideration after a period of two years from the most recent rejection.

If a historical marker is approved by the Board of Supervisors, township staff will notify the application's sponsor, order the marker, and schedule the dedication ceremony.

## Installation/Maintenance

To the extent possible, historical markers will be installed at the location of greatest historical significance related to subject/theme, as permitted by the owner of the property or right-of-way.

Markers should be placed in a safe location on the property or in the right of way as close to the significant event, place, or site as possible and appropriate. The Public Works Department will install the signage.

The Township will collaborate with private citizens, PennDOT, Montgomery County and/or other agencies to ensure the markers are properly maintained. Historical Advisory Committee

Once installed, markers will be considered property of the Township, unless otherwise specified in the agreement with the property owner or the permit issued by PennDOT or Montgomery County for location in their right-of-way .

## Marker Retirement

Markers may be retired by Lower Gwynedd Township. Such requests come through the Historical Advisory Committee where a supermajority vote is needed to forward such a request to the Board of Supervisors.

## Website

LGT will develop a portion of its website to highlight the location of historic markers and describe the historical significance of the marker, and will print a limited number of self-guided tour brochures for markers.



## MEMORANDUM

**ATTN:** BOARD OF SUPERVISORS

**DATE:** Thursday, June 22, 2023

**FROM:** Jamie P. Worman, Assistant Township Manager

*Jamie Worman*

**SUBJ:** Proposed Property Maintenance Code

In recent years the Township has encountered several issues pertaining to the condition of properties. While there are provisions available in the zoning ordinance to address some of the items, it is not extensive enough to truly combat significant issues and has created a level of frustration on behalf of staff, elected officials, and residents. The professional consultants and staff were directed to prepare a property maintenance code. The Building & Zoning Committee and the Building & Zoning Department both agree that the implementation of a property maintenance code would provide more opportunities to resolve a multitude of issues and protect the health, safety, and welfare of the community. Attached for your review is the draft property maintenance code. **The recommended action is to authorize advertisement of the ordinance establishing a property maintenance code.**

LOWER GWYNEDD TOWNSHIP  
MONTGOMERY COUNTY, PENNSYLVANIA  
BOARD OF SUPERVISORS

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE TOWNSHIP OF LOWER GWYNEDD, ADOPTING THE 2015 EDITION OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE AS THE TOWNSHIP PROPERTY MAINTENANCE CODE, WITH AMENDMENTS THERETO, REGULATING AND GOVERNING THE CONDITIONS AND MAINTENANCE OF ALL PROPERTY, BUILDINGS, AND STRUCTURES IN LOWER GWYNEDD TOWNSHIP.

**WHEREAS**, a property maintenance code is a tool used by governments to improve the condition of properties that have fallen into disrepair. The Township Board of Supervisors (the "**Board**") has recognized the need to be proactive in maintaining neighborhoods and protecting property values; and

**WHEREAS**, a property maintenance code does not replace any existing building or occupancy regulations, or any inspection procedure, particularly those procedures which are set forth in the Pennsylvania Uniform Construction Code and its regulations; and

**WHEREAS**, traditional zoning and nuisance abatement regulations are not always adequate to address specific properties that have fallen into disrepair, become unsightly, unsafe, or unsanitary; and

**WHEREAS**, even when violations are identified, the Township will endeavor to resolve maintenance problems amicably and to arrive at a reasonable solution for both neighbors and violators within the time limits set for compliance; and

**WHEREAS**, the Board has reviewed the 2015 International Property Maintenance Code and desires to adopt the same with local amendments as identified in **Section Three** below; and

**WHEREAS**, Sections 1506 and 1529 of the Second Class Township Code authorizes townships of the second class to prohibit nuisances, to remove same, and to impose penalties therefore; to regulate property maintenance within the township; and to promote in other respects, the health, comfort, and safety of its citizens.

**NOW THEREFORE**, pursuant to the Second Class Township Code, as amended, and other relevant laws of the Commonwealth of Pennsylvania, the Lower Gwynedd Township Board of Supervisors hereby **ENACTS** and **ORDAINS** the following:

**Section One: Title**

This Ordinance shall be known as the "Property Maintenance Code of Lower Gwynedd Township."

**Section 2. Adoption of Property Maintenance Code.**

That a certain document, copies of which are on file with the Office of the Secretary of the Township of Lower Gwynedd, Montgomery County, Pennsylvania, being marked and designated as the International Property Maintenance Code (2015 Edition), be and is hereby adopted as the Property Maintenance Code of the Township of Lower Gwynedd, regulating and governing the conditions and maintenance of all property, buildings and structures for the protection of the health, safety, and welfare of the Township as herein provided. All regulations, provisions, penalties, conditions, and terms of the Property Maintenance Code on file with the Township, are hereby referred to, adopted, and made a part hereof, as if fully set forth in this Ordinance, with the additions, insertions, deletion, and changes enumerated in **Section 3** of this Ordinance

**Section Three: Additions, Insertions, Deletions, and Changes**

The International Property Maintenance Code of 2015 is hereby modified as follows:

- A. Chapter 1, Scope and Administration, Section 101, General, Article 101.1, shall read:

*Title. These regulations shall be known as the "International Property Maintenance Code of Lower Gwynedd Township," hereinafter referred to as "this Code."*

- B. Chapter 1, Scope and Administration, Section 102, Applicability, Article 102.3, Application of other codes, is hereby eliminated in its entirety and replaced with the following language:

*Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the Pennsylvania Uniform Construction Code, and the building, plumbing, mechanical, and electrical codes as adopted by Lower Gwynedd Township. Nothing in this Code shall be construed to cancel, modify, or set aside any provisions of the Lower Gwynedd Township Zoning Ordinance.*

- C. Chapter 1, Scope and Administration, Section 103, Department of Property Maintenance Inspection, Article 103.1, shall read:

*General. The Lower Gwynedd Township Building Department and the executive official in charge thereof shall be the Township-appointed Code Enforcement Officer, hereinafter referred to as the "Code Official."*

- D. Chapter 1, Scope and Administration, Section 103, Department of Property Maintenance, Article 103.5, shall read:

*Fees. The fees for activities and services performed by the Department in carrying out its responsibilities under this Code shall be set by resolution of the Board of Supervisors from time to time.*



E. Chapter 1, Scope and Administration, Section 111, Means of Appeal, is hereby repealed in its entirety, and any appeals section contained in a future edition of the International Property Maintenance Code (IPMC) shall be void unless specifically adopted by the Township hereinafter. Violations of the Township Code and International Property Maintenance Code that are not adequately remedied as determined by the Township Code Official and/or done so in a timely manner as detailed in the notice of violation or stop work order, shall result in a citation being filed with the local Magisterial District Court. Any aggrieved party shall have the right to appeal the Magistrate's decision to the Montgomery County Court of Common Pleas.

F. Chapter 1, Scope and Administration, Section 112, Stop Work Order, Article 112.4 shall read:

*Failure to comply. Any person who shall continue any work after having been served with a citation, notice of violation, or stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than Three Hundred Dollars (\$300) or more than One Thousand Dollars (\$1,000).*

G. Chapter 2, Definitions, Section 202, General Definitions, is hereby amended by adding the following definitions:

**ABANDONED VEHICLE** - Any vehicle that does not have a current license plate, valid registration, current certificate of inspection or an ascertainable identification number.

**BLIGHTED PROPERTY** — As defined in 35 P.S. § 1712.1(c), a blighted property must meet one of the following criteria:

- 1) Any premises which, because of physical condition or use, is regarded as a public nuisance at common law or has been declared a public nuisance in accordance with the local housing, building, plumbing, fire and related codes.
- 2) Any premises which, because of physical condition, use or occupancy, is considered an attractive nuisance to children, including, but not limited to, abandoned wells, shafts, basements, excavations, and unsafe fences or structures.
- 3) Any dwelling which, because it is dilapidated, unsanitary, unsafe, vermin- infested or lacking in the facilities and equipment required by the housing code of the municipality, has been designated by the department responsible for enforcement of the code as unfit for human habitation.
- 4) Any structure which is a fire hazard or is otherwise dangerous to the safety of persons or property.
- 5) Any structure from which the sewerage has been disconnected, destroyed, removed, or rendered ineffective so that the property is unfit for its intended use.

- 6) Any vacant or unimproved lot or parcel of ground in a predominantly built-up neighborhood which, by reason of neglect or lack of maintenance, has become a place for accumulation of trash and debris or a haven for rodents or other vermin.
- 7) Any unoccupied property which has been tax-delinquent for a period of two (2) years prior to the effective date of this Part, and those in the future having a two (2)-year tax delinquency.
- 8) Any property which is vacant but not tax-delinquent, which has not been rehabilitated within one year of the receipt of notice to rehabilitate from the appropriate code enforcement agency.
- 9) Any abandoned property. A property shall be considered abandoned if:
  - i. It is a vacant or unimproved lot or parcel of ground on which a municipal lien for the cost of demolition of any structure located on the property remains unpaid for a period of six (6) months;
  - ii. It is a vacant property or vacant or unimproved lot or parcel of ground on which the total of municipal liens on the property for tax or any other type of claim of the municipality is in excess of one hundred fifty percent (150%) of the fair market value of the property as established by the Tax Assessment Office of Montgomery County or other body with legal authority to determine the taxable value of the property; or
  - iii. The property has been declared abandoned by the owner, including an estate that is in possession of the property.

**CODE REQUIREMENT** — A building, housing or property maintenance code or ordinance of the Township.

**JUNKED VEHICLE** - Any self-propelled, fuel-powered vehicle that has any part of its body missing or has been stripped or partially disassembled, has a broken windshield, has the wheels out, motor out, transmission out, or is missing any part that prevents the vehicle from moving on its own power, and any other mobile equipment that has parts missing, that is pulled or towed by another fuel-powered vehicle, or that lacks valid vehicle registration, a current certificate of inspection, or an ascertainable vehicle identification number.

**MOTOR VEHICLE** — A vehicle which is self-propelled, except an electric personal assistive mobility device or a vehicle which is propelled solely by human power.

- H. Chapter 3, Section 302, Exterior Property Areas, Article 302.8, is amended to read:

*Motor Vehicles. Except as provided for by use or right, no unregistered or uninspected vehicle shall be parked, kept, or stored on any premises, and no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. Painting of vehicles, with automotive spray guns/devices, is prohibited unless conducted inside an approved spray booth.*

*No person, firm or corporation shall dump, deposit, or accumulate garbage and/or rubbish, including junked or abandoned vehicles, upon any private or public property in the Township.*

*Exceptions: This chapter shall not apply to any operable vehicle or equipment that is normally used in the operation of a farm owned or leased by the person actively farming the land.*

*Notice to correct: After the Code Enforcement Officer determines that a junked or abandoned vehicle or machinery or an accumulation of garbage or rubbish exists, the Officer shall notify the owner of the property upon which it is located that it shall be removed within the time specified in the notice of violation.*

*This section shall not be construed as prohibiting the registered owner of a motor vehicle or part thereof from performing minor repair of said vehicle in the driveway or other area of a residence, provided that the vehicle is registered to someone living in the residence and done so in accordance with all other Township, state or federal laws.*

- I. Chapter 3, Article 302, Exterior Property Areas, the following article is added:

*302.10. Deposits on public streets, sidewalks, and other public rights-of-way. No property owner shall, through action or inaction, cause or allow water, mud, snow, soil, stone, sand, yard debris, refuse, litter, or other substances to accumulate on streets, alleys, or sidewalks. Inaction shall include, but is not limited to, allowing erosion of materials from properties due to water, wind, subsidence, or other.*

- J. Chapter 3, Article 304.2, "Protective Treatment," is hereby eliminated in its entirety pertaining to structures located on land used for agricultural purposes (active farming operations).
- K. Chapter 3, Article 304.14, "Insect Screens," is hereby eliminated in its entirety.
- L. Chapter 3, Article 304.15, "Doors," is hereby eliminated in its entirety.
- M. Chapter 3, Article 304.16, "Basement Hatchways," is hereby eliminated in its entirety.
- N. Chapter 3, Article 304.18.1, "Doors," is hereby eliminated in its entirety.
- O. Chapter 3, Article 304.18.2, "Windows," is hereby eliminated in its entirety.

- P. Chapter 3, Article 304.18.3, "Basement Hatchways," is hereby eliminated in its entirety.
- Q. Chapter 3, Section 305, Interior Structure, Article 305.1, General, is hereby eliminated in its entirety and replaced with the following language:

***Interior General. Interior of structures must be maintained in a manner that does not create a condition on the property that is reasonably likely to negatively impact the peace, health, safety, and welfare of any residents and/or the public at large.***

- R. Chapter 3, Section 308, Rubbish and Garbage, Article 308.3.1, "Garbage Facilities," is hereby eliminated in its entirety.

**Section Four: Repeal**

That any and all other ordinances or parts of laws that are in conflict herewith, are hereby repealed.

**Section Five: Severability**

That if any section, subsection, sentence, clause, or phrase of this legislation is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The Commonwealth hereby declares that it would have passed this law, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional.

**Section Six: Pending Litigation**

That nothing in this legislation or in the Property Maintenance Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section Four of this law; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this legislation.

**Section Seven: Failure to Enforce.**

The failure of the Township to enforce any provision of this Ordinance shall not constitute a waiver by the Township of its rights of future enforcement hereunder.

**Section Eight: Effect on Pending Actions.**

Nothing in this article or in the 2018 International Property Maintenance Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed; nor shall any just or legal right or remedy of any character be lost, impaired, or affected by this article.

**Section Nine: Effective Date**

Pursuant to Section 1601 of the Second Class Township Code, this Ordinance shall take effect in five (5) days after adoption.

**ORDAINED and ENACTED** this \_\_\_\_ day of \_\_\_\_\_, 2023, by the Board of Supervisors of Lower Gwynedd Township, in a public meeting duly convened.

***ATTEST:***

**LOWER GWYNEDD TOWNSHIP  
BOARD OF SUPERVISORS**

\_\_\_\_\_  
**MIMI GLEASON, TOWNSHIP SECRETARY**

By: \_\_\_\_\_  
**DANIELLE A. DUCKETT, CHAIRPERSON**

# Memo

**To:** Board of Supervisors  
**From:** Mimi Gleason, Township Manager  
Jamie Worman, Assistant Township Manager  
**Date:** June 23, 2023  
**Re:** Wells Fargo signs



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The Township's lease with Wells Fargo requires the Board of Supervisors to approve exterior improvements to the leased premises before work begins. Wells Fargo submitted the attached sign package to replace all of the signs on the premises. Most of the signs are replacing in kind, except for the "Wells Fargo" monument sign in the front of the property, which would be replaced with a 15' tall sign. Staff is seeking feedback from the Board about your reaction to the sign package

**WELLS  
FARGO**

Store #140350

1140 N Bethlehem Pike Spring House, PA 19477 USA



PROPOSED

Google Map View



4444 Federal Blvd San Diego, CA 92102  
(619) 527-6100 [signtech.com](http://signtech.com)

**WELLS FARGO RETAIL 2**  
1140 N Bethlehem Pike  
Spring House, PA 19477 USA

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Sales: Art Navarro      date: 04/06/23  
Coordinator: Paul Bennett      drawing: 23-00602      rev: R1:04/28/23-Marflaga  
Design: Kristopher Schauer      quote:  
Engineering:      project ID: WELLS FARGO\_140350\_2

# CODE GRID PENDING



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(619) 527-6100 signtech.com

WELLS FARGO RETAIL 2  
1140 N Bethlehem Pike  
Spring House, PA 19477 USA

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Design: Kristopher Schauer      quote:  
Engineering:      project ID: WELLS FARGO\_140350\_2



### SIGN LEGEND

SIGN #	EXISTING SIGN	SF	RECOMMENDED SIGN	SF	QTY
E01	MONUMENT	22	WFR2-T-15	29	1
E02	WALL SIGN	5	WFR2-WCPL-FP-ST-4	3	1
E03	WELCOME ENTRY WALL SIGN		WFR2-WE-WP-E-CUSTOM		1
E04	DRIVE UP SIGN		WFR2-ATM-RF-PL-10x34-VYL		1
E05	CLEARANCE SIGN		WFR2-EW-OS		1
E06	DIRECTIONAL		WFR2-EW-DS-PM-28-48		1
E07	DIRECTIONAL		WFR2-EW-DS-PM-28-48		1
E08	DIRECTIONAL		DOT DO NOT ENTER		1
E09-E13	PARKING SIGN		WFR2-EW-RS-PS-PM-16-60		5
E14	DRIVE UP SIGN		WFR2-EW-OS		1
E15	PARKING SIGN		LEAVE AS IS		1



SITE PLAN

N.T.S.



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Sales: Art Navarro date: 04/06/23  
Coordinator: Paul Bennett drawing: 23-00602 rev:R1:04/28/23-Mantaga  
Design: Kristopher Schauer quote:  
Engineering: project ID: WELLS FARGO\_140350\_2

**E01 SIGTYPE WFR2-T-16**



SIGN ELEVATION SCALE: 3/32"=1-0"  
**-REMOVE EXISTING MONUMENT**



SIGN ELEVATION SCALE: 1"=1-0"

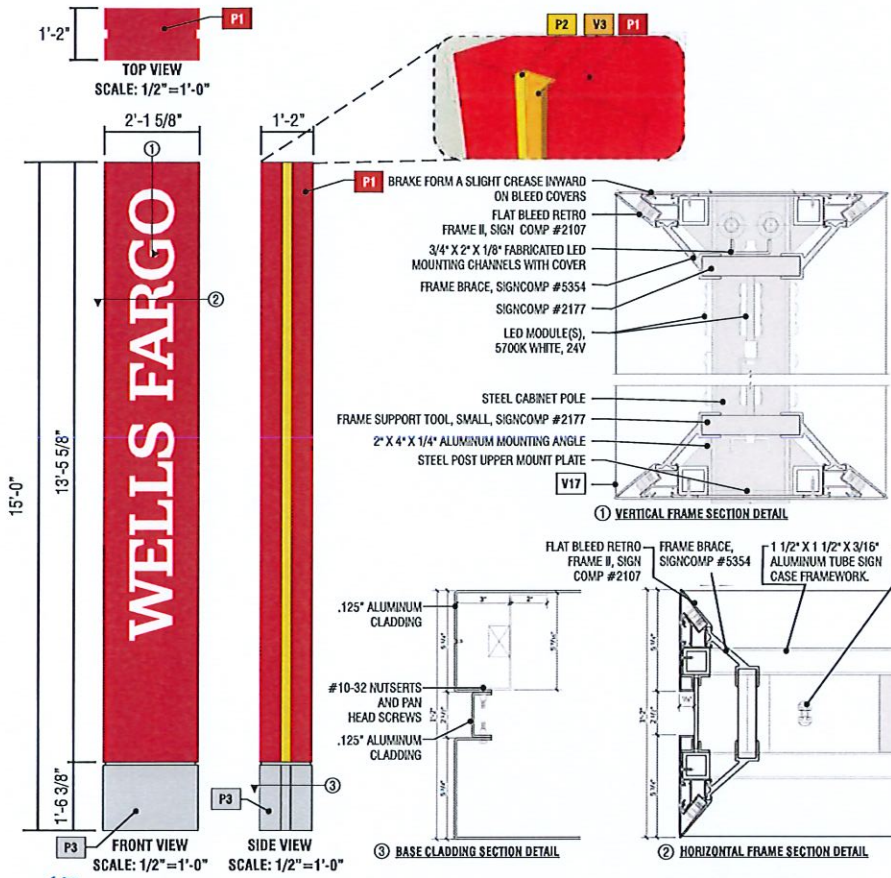


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**WELLS FARGO RETAIL 2**  
 1140 N Bethlehem Pike  
 Spring House, PA 19477 USA

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Sales: Art Navarro date: 04/06/23  
 Coordinator: Paul Bennett drawing: 23-00602 rev: R1:04/28/23-Marriga  
 Design: Kristopher Schauer quote:  
 Engineering: project ID: WELLS FARGO\_140350\_2



**E01 SIGNTYPE WFR2-T-15**

MANUFACTURE AND INSTALL ONE (1) DOUBLE FACED INTERNALLY ILLUMINATED TOTEM SIGN  
NOTE: ELECTRICAL CONNECTION WILL NEED TO BE VERIFIED.

- VINYL**
- V1 FIRST SURFACE: TRANSLUCENT VINYL, 3M 3630-2538, WELLS FARGO ENVIRONMENTS RED
  - V3 FIRST SURFACE: TRANSLUCENT VINYL, 3M 3730-4337, WELLS FARGO ENVIRONMENTS YELLOW
  - V7 FIRST SURFACE: CLEAR VINYL, 3M 3660M, MATTE OVERLAMINATE

- PAINT**
- P1 COLOR: WELLS FARGO ENVIRONMENTS RED, SATIN FINISH MATTHEWS MP99020 R189332
  - P2 COLOR: WELLS FARGO ENVIRONMENTS YELLOW, SATIN FINISH MATTHEWS PAINT MP99038 R187480
  - P3 COLOR: WELLS FARGO ENVIRONMENTS SILVER, SATIN FINISH MATTHEWS MP99705 R189555
  - P7 COLOR: WHITE, SATIN FINISH MATTHEWS MP5VOC 1304

- MATERIAL**
- V17 FLEXIBLE SUBSTRATE, 3M PANAGRAPHICS II, WHITE



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(619) 527-6100 signtech.com

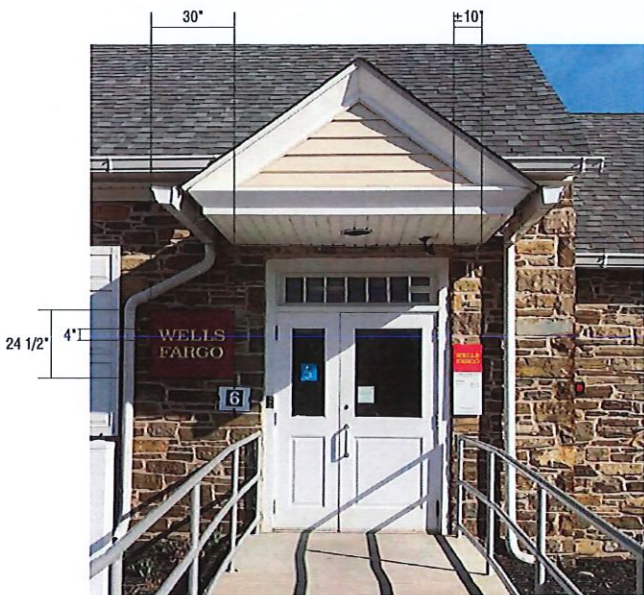
**WELLS FARGO RETAIL 2**  
1140 N Bethlehem Pike  
Spring House, PA 19477 USA

Sales: Art Navarro date: 04/06/23  
Coordinator: Paul Bennett drawing: 23-00602 rev:R1:04/28/23-Marrfaga  
Design: Kristopher Schauer quote:  
Engineering: project ID: WELLS FARGO\_140350\_2

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E02 SIGNTYPE WFR2-WCPL-FP-ST-4

E03 SIGNTYPE WFR2-WE-WP-E-CUSTOM



SIGN ELEVATION SCALE: 3/8"=1'-0"



SIGN ELEVATION SCALE: 3/8"=1'-0"

CUSTOM COMMENTS:

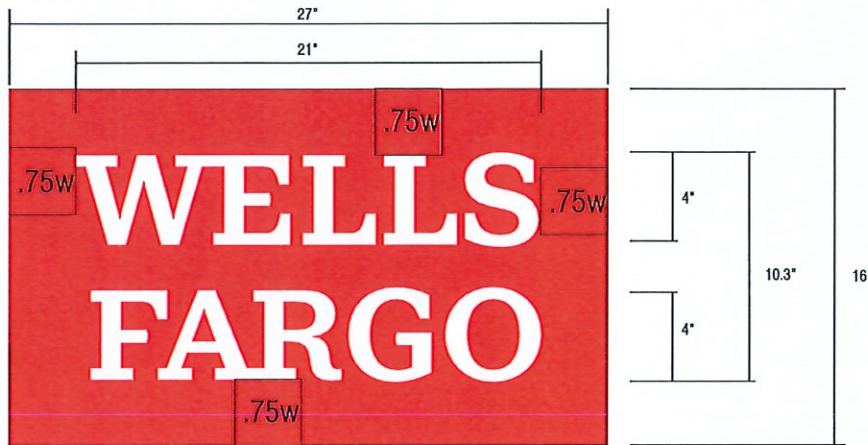


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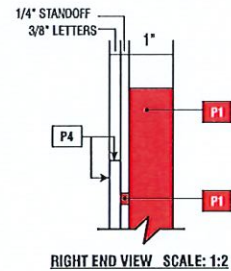
WELLS FARGO RETAIL 2  
1140 N Bethlehem Pike  
Spring House, PA 19477 USA

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Sales: Art Navarro date: 04/06/23  
Coordinator: Paul Bennett drawing: 23-00602 rev:R1:04/28/23-Mariaga  
Design: Kristopher Schauer quote:  
Engineering: project ID: WELLS FARGO\_140350\_2



SCALE: 3" = 1'-0"



**E02** **SIGNTYPE** **WFR2-WCPL-FP-ST-4** **SQ. FT:** 3

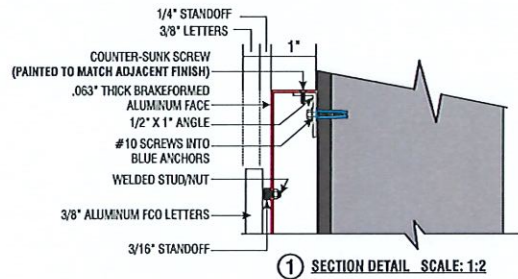
**MANUFACTURE AND INSTALL ONE (1) SINGLE FACED NON-ILLUMINATED WALL SIGN**

**PAINT**

**P1** WELLS FARGO ENVIRONMENTS RED, SATIN FINISH  
MATTHEWS MP99020 R169332

**P4** WELLS FARGO ENVIRONMENTS WHITE, SATIN FINISH  
MATTHEWS MP11477

CUSTOM COMMENTS:

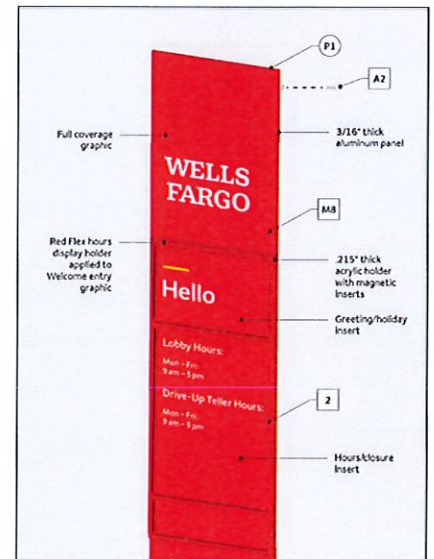
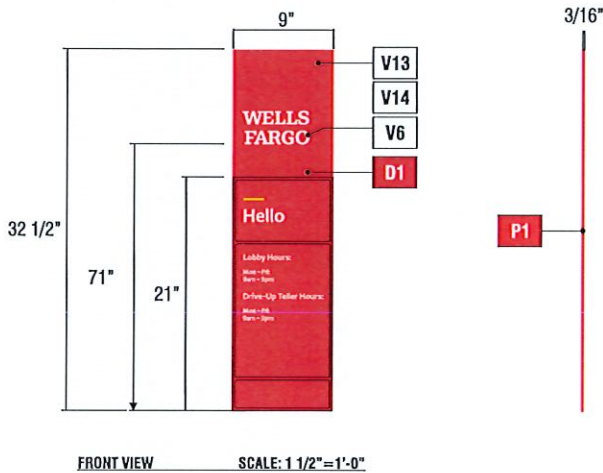


4444 Federal Blvd San Diego, CA 92102  
(619) 527-6100 signtech.com

WELLS FARGO RETAIL 2  
1140 N Bethlehem Pike  
Spring House, PA 19477 USA

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Sales: Art Navarro date: 04/06/23  
Coordinator: Paul Bennett drawing: 23-00602 rev: R1:04/28/23-Manfaga  
Design: Kristopher Schauer quotes:  
Engineering: project ID: WELLS FARGO\_140350\_2



**E03** **SIGNTYPE** WFR2-WE-WP-E-CUSTOM  
**MANUFACTURE AND INSTALL ONE (1) WELCOME ENTRY WALL PLAQUE SIGN**

**NOTE: CONSTRUCTION DETAILS TBV  
 VERIFY HOURS**

**VINYL**

**PAINT**

**MATERIAL**

- D1** **DIGITAL PRINT TO MATCH:**  
WELLS FARGO ENVIRONMENTS RED - QSP DIGITAL MATCH  
WHEN PRINTED ON HP R2000 LATEX PRINTER
- D2** **DIGITAL PRINT TO MATCH:**  
WELLS FARGO ENVIRONMENTS YELLOW - QSP DIGITAL MATCH  
WHEN PRINTED ON HP R2000 LATEX PRINTER

- V13** **VINYL:**  
OPAQUE VINYL, 3M L1180-10, WHITE SUBSTRATE
- V14** **VINYL:**  
CLEAR VINYL, 3M 8520, MATTE OVERLAMINATE

- P1** WELLS FARGO ENVIRONMENTS RED, SATIN FINISH  
MATTHEWS MP99020 R169332

- ① 3/16" THICK ALUMINUM PANEL
- ② FLEXIBLE HOURS DISPLAY PANEL:  
APPLIED TO WELCOME ENTRY PLAQUE  
WITH VHB TAPE. HOURS PANEL IS INTERCHANGEABLE.  
SEE FLEXIBLE HOURS DISPLAY  
PANEL ASSET FOR MORE INFORMATION.



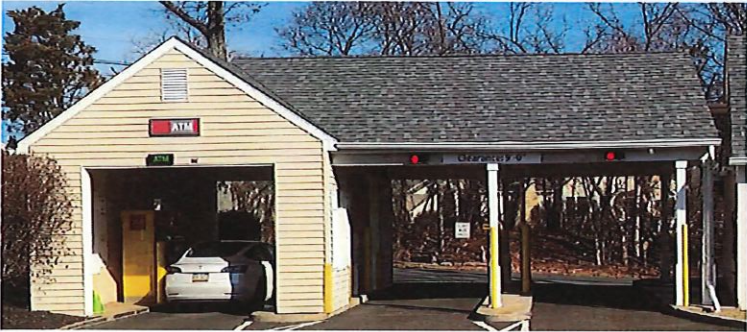
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 Spring House, PA 19477 USA

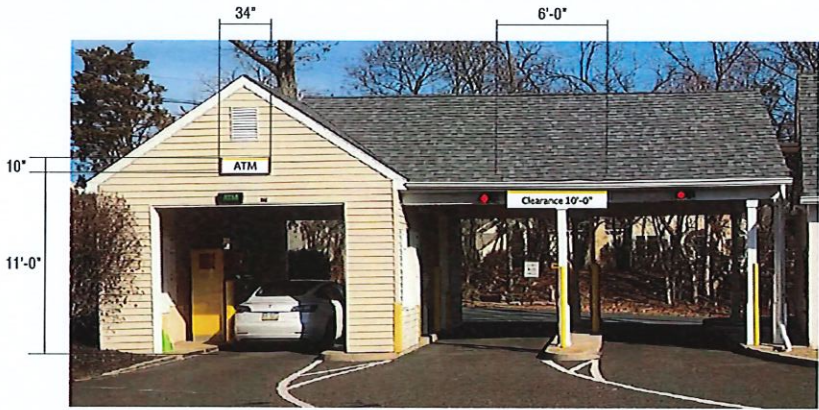
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Sales: Art Navarro date: 04/06/23  
 Coordinator: Paul Bennett drawing: 23-00602 rev: R1:04/28/23-Marriga  
 Design: Kristopher Schauer quote:  
 Engineering: project ID: WELLS FARGO\_140350\_2

E04 SIGNTYPE WFR2-ATM-RF-PL-10x34-VYL E05 SIGNTYPE WFR2-EW-OS



SIGN ELEVATION SCALE: 3/16" = 1'-0"



SIGN ELEVATION SCALE: 3/16" = 1'-0"

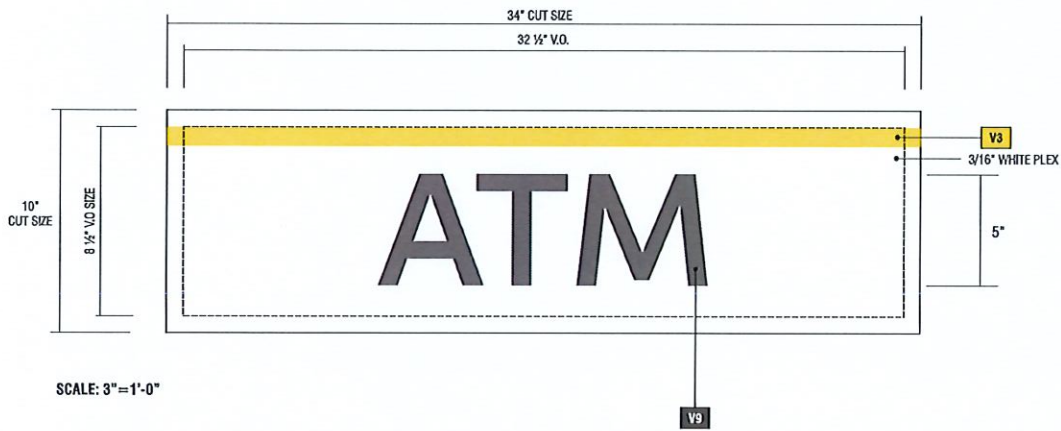


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Design: Kristopher Schauer quote:  
Engineering: project ID: WELLS FARGO\_140350\_2



**E04** **SIGTYPE** WFR2-ATM-RF-PL-10x34-VYL

MANUFACTURE AND INSTALL ONE (1) FACE REPLACEMENT

VINYL

**V3** FIRST SURFACE:  
TRANSLUCENT VINYL, 3M 3730-4337,  
WELLS FARGO ENVIRONMENTS YELLOW

**V9** FIRST SURFACE:  
OPAQUE VINYL, 3M 7725-101, NIMBUS GRAY



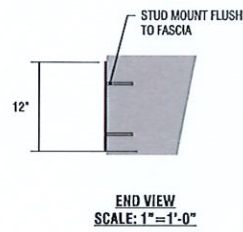
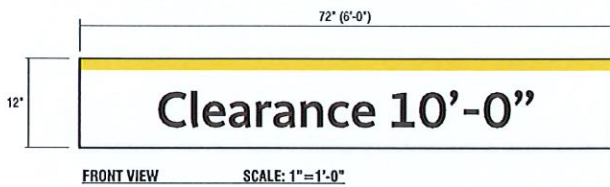
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Coordinator: Paul Bennett drawing: 23-00602 rev: R1:04/28/23-Mariaga  
Design: Kristopher Schauer quote:  
Engineering: project ID: WELLS FARGO\_140350\_2





**E05** **SIGNTYPE** **WFR2-EW-0S** **-VERIFY DIMENSIONS**

**MANUFACTURE AND INSTALL ONE (1) DRIVE THRU CLEARANCE SIGN**

**VINYL**

- V14** CLEAR VINYL, 3M 6520, MATTE OVERLAMINATE
- V4** OPAQUE VINYL, 3M 7725-4330, WELLS FARGO ENVIRONMENTS YELLOW
- V9** OPAQUE VINYL, 3M 7725-101, NIMBUS GRAY

**MATERIAL**

SIGN PANEL: 1/8" THICK ALUMINUM PAINTED (FACE AND EDGES) WITH FIRST SURFACE APPLIED OPAQUE VINYL.

**FONT**

COPY: WELLS FARGO SANS FONT FAMILY.

**PAINT**

- P4** COLOR: WELLS FARGO ENVIRONMENTS WHITE, SATIN FINISH MATTHEWS PAINT MP11477

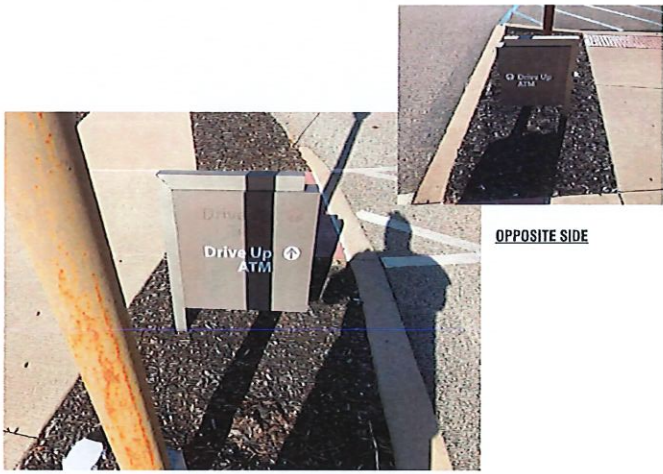


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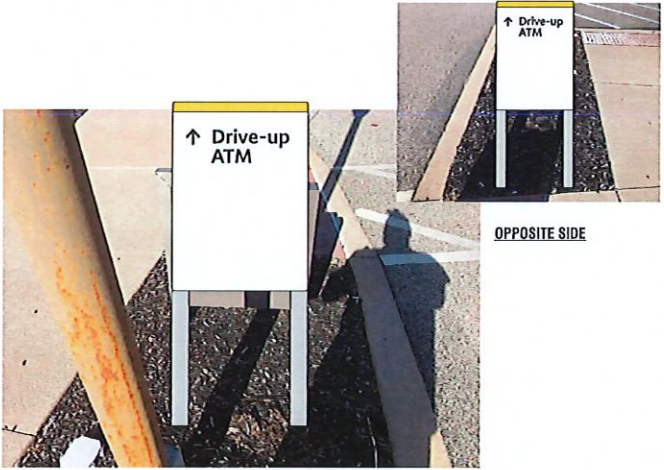
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Sales: Art Navarro date: 04/06/23  
Coordinator: Paul Bennett drawing: 23-00602 rev: R1:04/28/23-Mantaga  
Design: Kristopher Schauer quote:  
Engineering: project ID: WELLS FARGO\_140350\_2



OPPOSITE SIDE

SIGN ELEVATION SCALE: NTS



OPPOSITE SIDE

SIGN ELEVATION SCALE: NTS



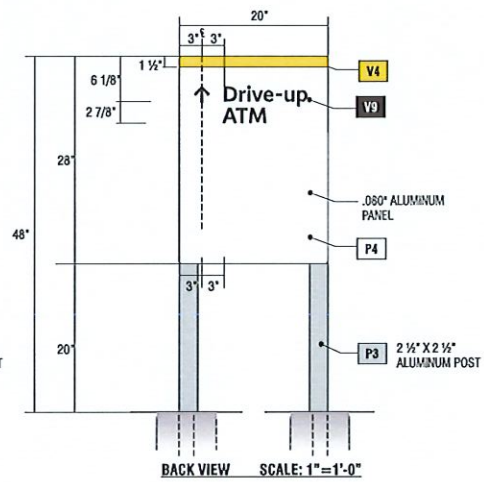
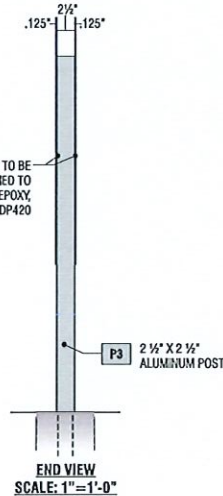
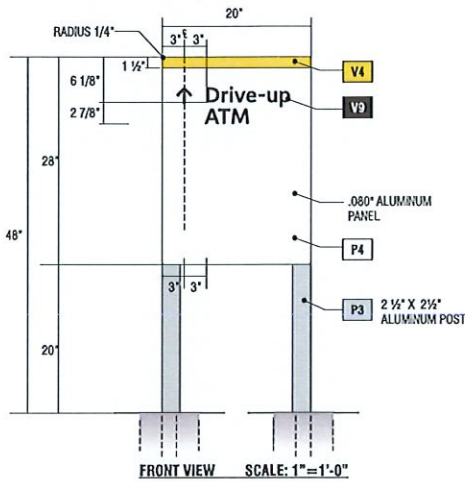
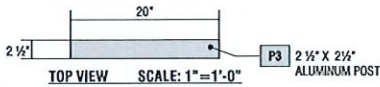
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Sales: Art Navarro  
 Coordinator: Paul Bennett  
 Design: Kristopher Schauer  
 Engineering:

date: 04/06/23  
 drawing: 23-00602 rev:R1:04/28/23-Marrfaga  
 quote:  
 project ID: WELLS FARGO\_140350\_2



**E06 SIGNTYPE WFR2-EW-DS-PM-28-48**

MANUFACTURE AND INSTALL ONE (1) NON-ILLUMINATED DIRECTIONAL SIGN

**VINYL**

**V4** FIRST SURFACE:  
OPAQUE VINYL, 3M 7725-4330,  
WELLS FARGO ENVIRONMENTS YELLOW

**V9** FIRST SURFACE:  
OPAQUE VINYL, 3M 7725-101, NIMBUS GRAY

**FONT**

COPY: WELLS FARGO SANS FONT FAMILY.

**PAINT**

**P3** WELLS FARGO ENVIRONMENTS SILVER, SATIN FINISH  
MATTHEWS MP99705 R169555 SV

**P4** WELLS FARGO ENVIRONMENTS WHITE, SATIN FINISH  
MATTHEWS MP11477

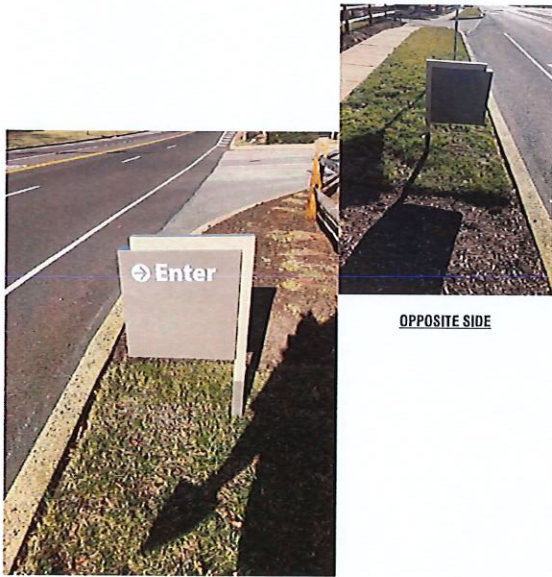


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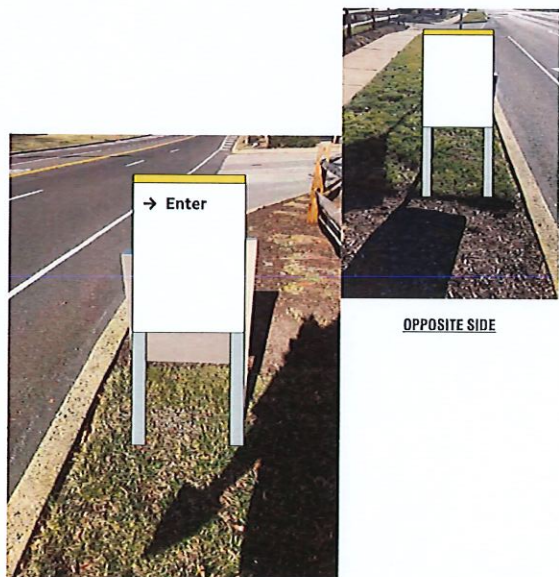
Sales: Art Navarro date: 04/06/23  
Coordinator: Paul Bennett drawing: 23-00602 rev:R1:04/28/23-Marriga  
Design: Kristopher Schauer quote:  
Engineering: project ID: WELLS FARGO\_140350\_2



SIGN ELEVATION SCALE: NTS



OPPOSITE SIDE



SIGN ELEVATION SCALE: NTS



OPPOSITE SIDE

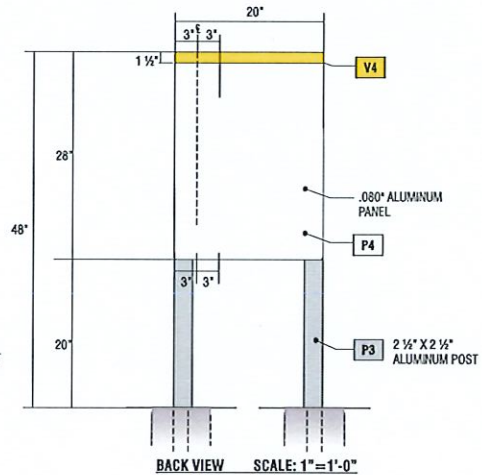
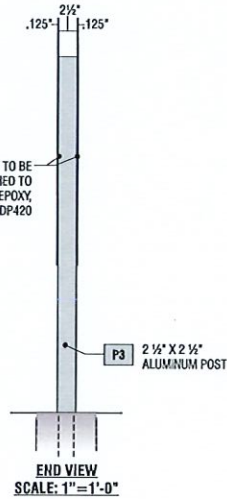
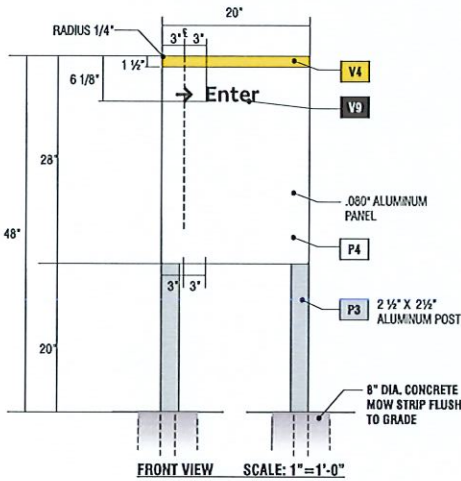
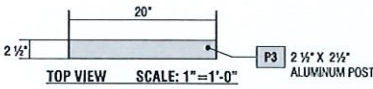


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Design: Kristopher Schauer quote:  
Engineering: project ID: WELLS FARGO\_140350\_2



FACE PANELS TO BE ATTACHED TO POSTS WITH EPOXY, 3M SCOTCH-WELD DP420

**E07 SIGNTYPE WFR2-EW-DS-PM-28-48 MOW STRIPS**

MANUFACTURE AND INSTALL ONE (1) NON-ILLUMINATED DIRECTIONAL SIGN

**VINYL**

- V4** FIRST SURFACE: OPAQUE VINYL, 3M 7725-4330, WELLS FARGO ENVIRONMENTS YELLOW
- V9** FIRST SURFACE: OPAQUE VINYL, 3M 7725-101, NIMBUS GRAY

**FONT**

COPY: WELLS FARGO SANS FONT FAMILY.

**PAINT**

- P3** WELLS FARGO ENVIRONMENTS SILVER, SATIN FINISH MATTHEWS MP99705 R169555 SV
- P4** WELLS FARGO ENVIRONMENTS WHITE, SATIN FINISH MATTHEWS MP11477



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Design: Kristopher Schauer quote:  
Engineering: project ID: WELLS FARGO\_140350\_2

**E08 SIGNTYPE DOT DO NOT ENTER**



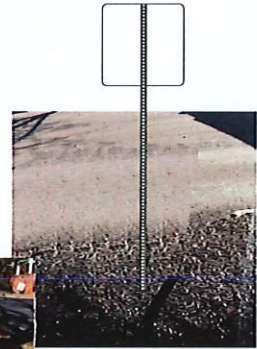
**SIGN ELEVATION SCALE: NTS**



**OPPOSITE SIDE**



**SIGN ELEVATION SCALE: NTS**



**OPPOSITE SIDE**

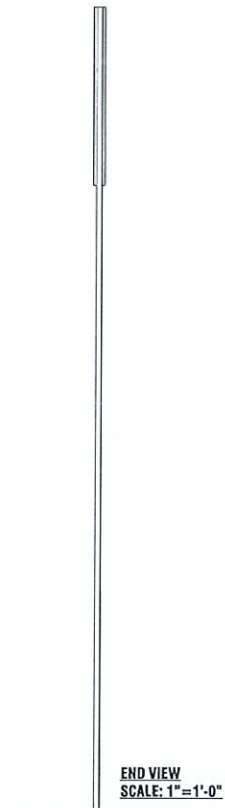
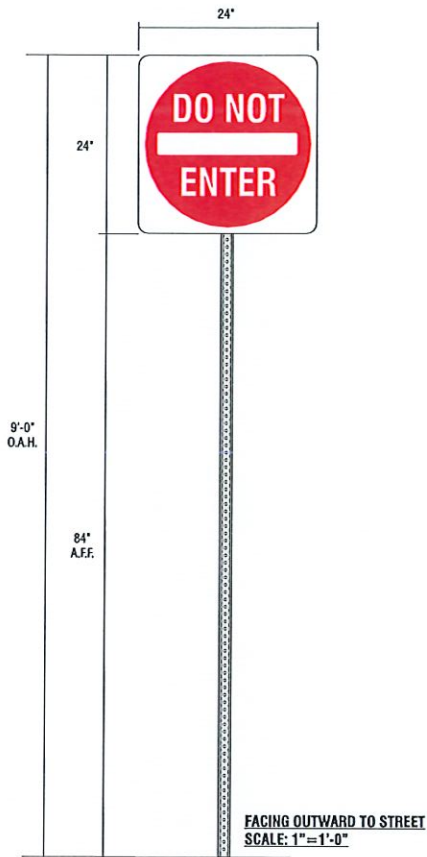


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Coordinator: Paul Bennett      drawing: 23-00602      rev: R1:04/28/23-Marraga  
Design: Kristopher Schauer      quote:  
Engineering:      project ID: WELLS FARGO\_140350\_2



**E08**

**SIGNTYPE** DOT APPROVED "DO NOT ENTER" / "EXIT ONLY" SIGN

**MANUFACTURE AND INSTALL ONE (1) NON-ILLUMINATED DOUBLE-FACED DOT SIGN**

**SIGN CONSTRUCTION:**

- THESE SIGNS ARE MANUFACTURED WITH RUST FREE ALUMINUM LAMINATED WITH ENGINEERING GRADE REFLECTIVE (TYPE I).
- GRAPHICS ARE PRINTED WITH TRANSLUCENT INKS OR APPLIED VINYL GRAPHICS, OPAQUE AND TRANSLUCENT FILM.
- CONCRETE FOOTING MEASURES 15" DIA. X 3' DEEP



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Coordinator: Paul Bennett      drawing: 23-00602      rev: R1:04/28/23-Marriga  
Design: Kristopher Schauer      quote:  
Engineering:      project ID: WELLS FARGO\_140350\_2

E09-E13

SIGNTYPE

WFR2-EW-RS-PS-PM-16-60



SIGN ELEVATION SCALE: NTS



SIGN ELEVATION SCALE: NTS



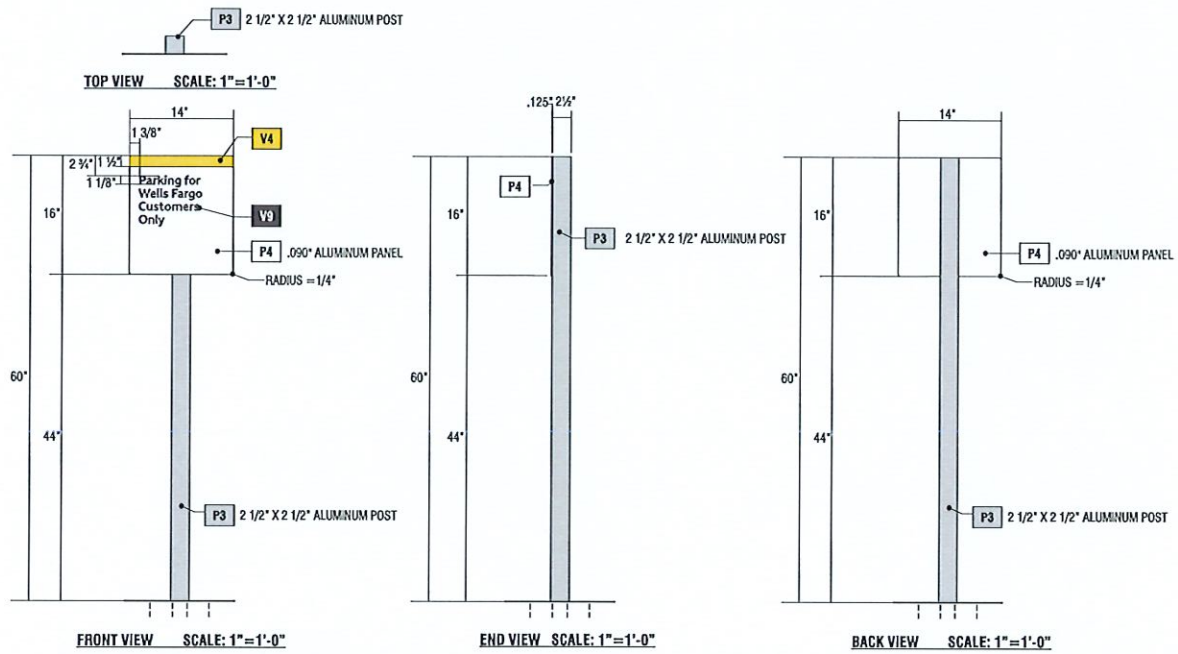
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Design: Kristopher Schauer quote:  
Engineering: project ID: WELLS FARGO\_140350\_2





**E09-E13 SIGNTYPE WFR2-EW-RS-PS-PM-16-60**

**MANUFACTURE AND INSTALL FIVE (5) SINGLE SIDED DIRECTIONAL SIGNS**

VINYL	PAINT	FONT
<p><b>V4</b> OPAQUE VINYL, 3M 7725-4330, WELLS FARGO ENVIRONMENTS YELLOW</p> <p><b>V9</b> OPAQUE VINYL, 3M 7725-101, NIMBUS GRAY</p>	<p><b>P3</b> WELLS FARGO ENVIRONMENTS SILVER, SATIN FINISH MATTHEWS MP99705 R169555 SV</p> <p><b>P4</b> WELLS FARGO ENVIRONMENTS WHITE, SATIN FINISH MATTHEWS MP11477</p>	<p><b>FONT</b></p> <p>COPY: WELLS FARGO SANS FONT FAMILY.</p>



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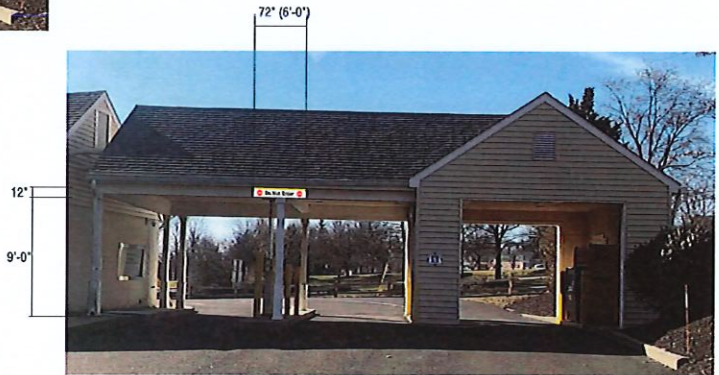
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Coordinator: Paul Bennett drawing: 23-00602 rev:R1:04/28/23-Marraga  
Design: Kristopher Schauer quote:  
Engineering: project ID: WELLS FARGO\_140350\_2

**E14** **SIGNTYPE** **WFR2-EW-0S**



**SIGN ELEVATION** **SCALE: NTS**



**SIGN ELEVATION** **SCALE: NTS**

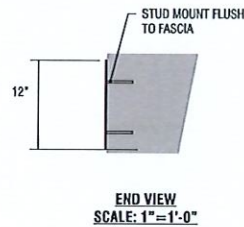
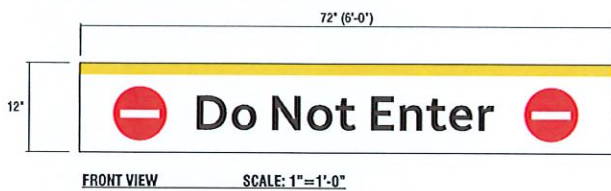


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 Coordinator: Paul Bennett      drawing: 23-00602      rev: R1:04/28/23-Manfaga  
 Design: Kristopher Schauer      quote:  
 Engineering:      project ID: WELLS FARGO\_140350\_2



**E14 SIGNTYPE WFR2-EW-0S -VERIFY DIMENSIONS**

**MANUFACTURE AND INSTALL ONE (1) DRIVE THRU DO NOT ENTER SIGNS**

**VINYL**

- V14** CLEAR VINYL  
3M 8520, MATTE  
OVERLAMINATE
- V4** OPAQUE VINYL, 3M 7725-4330,  
WELLS FARGO ENVIRONMENTS YELLOW
- V9** OPAQUE VINYL, 3M 7725-101, NIMBUS GRAY

**MATERIAL**

SIGN PANEL: 1/8" THICK ALUMINUM PAINTED (FACE AND EDGES) WITH FIRST SURFACE APPLIED OPAQUE VINYL.

**FONT**

COPY: WELLS FARGO SANS FONT FAMILY.

**PAINT**

- P4** COLOR: WELLS FARGO ENVIRONMENTS WHITE, SATIN FINISH  
MATTHEWS PAINT MP11477



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Design: Kristopher Schauer quote:  
Engineering: project ID: WELLS FARGO\_140350\_2

E15 SIGTYPE LEAVE AS IS



SIGN ELEVATION \_\_\_\_\_ SCALE: NTS

LEAVE AS IS



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Coordinator: Paul Bennett drawing: 23-00602 rev:R1:04/28/23-Marriga  
Design: Kristopher Schauer quote:  
Engineering: project ID: WELLS FARGO\_140350\_2



June 19, 2023

Mimi Gleason  
Township Manager  
Lower Gwynedd Township  
1130 N. Bethlehem Pike  
Spring House, PA 19477

**RE: Bid Recommendation**  
**Norristown Road (S.R. 2052) and Tennis Avenue (S.R. 2020)**  
Lower Gwynedd Township, Montgomery County, PA  
McMahon Project No. 822893.3A

Dear Mimi:

McMahon, a Bowman Company, has reviewed bids received for the above referenced project. The bids were received on June 19, 2023. Below is the summary of the bids received from four (4) contractors:

	<b>Company</b>	<b>Total Base Bid</b>	<b>Status</b>
<b>1</b>	Lenni Electric Corporation	\$172,269.35	<b>Verified</b>
<b>2</b>	Armour & Sons Electric, Inc.	\$185,291.25	<b>Verified</b>
<b>3</b>	Miller Bros.	\$222,852.46	<b>Verified</b>
<b>4</b>	Carr and Duff, LLC	\$247,571.25	<b>Verified</b>

Upon review, all the bids received appear to be acceptable and our office recommends that the governing body consider awarding the contract for the total bid amount of \$172,269.35 to the qualified low bidder, Lenni Electric Corporation of 1020 Andrew Drive, West Chester, PA 19380.

If you have any questions or require additional information, feel free to contact me at 215-433-1664.

Sincerely,

Helen L. Lam, P.E.  
Project Manager

I:\eng\LOWERGW1\822893-Norristown Rd and Tennis GLG\Const\_Services\Correspondence\2023-06-19 Bid Recommendation.docx

# Memo

**To:** Board of Supervisors  
**From:** Jamie Worman, Assistant Township Manager  
**Date:** June 22, 2023  
**Re:** Fee resolution



---

**Recommended action: Motion to approve Resolution 2023-\_\_ updating the fee resolution**

Staff reviewed the fees charged by the Township. A number of fees were updated or simplified on the attached fee resolution. The final clean draft of the fee resolution follows this memo. For the Board's information, an additional red-lined version of the fee exhibit showing the changes made follows the clean resolution.

**LOWER GWYNEDD TOWNSHIP**  
**MONTGOMERY COUNTY, PENNSYLVANIA**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA, ADOPTING AND APPROVING A GENERAL FEE SCHEDULE PURSUANT TO CHAPTER 208 OF THE CODE OF LOWER GWYNEDD TOWNSHIP AS AMENDED.**

**WHEREAS**, the Board of Supervisors of Lower Gwynedd Township previously adopted a General Fee Schedule, pursuant to the terms of Chapter 208 of the Code, as amended; and

**WHEREAS**, Township administration has reviewed the various fees assessed under Resolution 14 of 2017, and has determined that the fees fixed under such Resolution no longer accurately reflect the costs incurred by the Township in the regulation of the activities governed by the General Fee Schedule; and

**WHEREAS**, Township administration has recommended the adoption of a new General Fee Schedule, which the Board of Supervisors finds to be in the best interest of the Township to adopt and approve;

**NOW THEREFORE, BE IT RESOLVED**, as follows:

1. The General Fee Schedule attached hereto as Exhibit "A" is hereby **ADOPTED** and **APPROVED** as the General Fee Schedule for Lower Gwynedd Township.
2. This Resolution **REPEALS** and **REPLACES** Resolution 14 of 2017, and any other contrary or contradictory Resolution.
3. This Resolution shall be effective immediately.

**RESOLVED AND ENACTED** by the Board of Supervisors of Lower Gwynedd Township this 27<sup>th</sup> day of June 2023.

Attest:

**LOWER GWYNEDD TOWNSHIP:**

\_\_\_\_\_  
Mimi Gleason, Secretary

\_\_\_\_\_  
Danielle A. Duckett, Chair

Exhibit A  
 Fee Schedule of Lower Gwynedd Township

**Building Permits.**

**Residential.** The fees associated with residential building, construction, alteration, and related activities are as follow:

Type	Fee
State Permit Surcharge *This is a state fee attached to every permit issued under Act 157 of the PA Uniform Construction Code <b>(add this fee to the cost of all permits)</b>	\$4.50
Pre-Submission Plan Review (if requested)	\$150
Building Permit New Construction/Professional Services Agreement (PSA) Required- <b><i>This agreement authorizes the review of the Township's professional consultants including the engineer, solicitor, traffic engineer, zoning officer, and fire marshal and designates a fee for an escrow to be established to cover these services.</i></b>	\$500 + \$0.35 per square foot above grade & \$0.25 per square feet of attic and basement space; requires grading permit & PSA-\$1,500;
Alterations & Additions to Existing Structures Building Permit	\$250 + \$0.35 per square feet for all space
Bathroom & Kitchen Remodel Permit (only required for non-cosmetic updates)	\$250.00
Accessory Structure/Uses Building Permit- (includes sheds greater than 200 square feet)	\$200 + \$0.15 per square feet
Zoning Permit- required for things such as sheds less than 200 square feet, fences, patios, etc.	\$150
Swimming Pools, Tennis/Basketball Courts & Other Recreational Uses Building Permit/Grading Permit Required	\$300 + \$0.45 per square foot of surface area; also requires grading permit
Demolition Permit	\$300
Electrical Permit	\$50 per 100 amps of electrical service or equivalent; minimum permit fee \$50
Plumbing Permit	\$55 + \$15 per fixture; \$150 per grease trap, ejector
HVAC Permit	\$150 per unit
Use & Occupancy Permits- Require for permit closeout not a separate permit fee	\$0.00
Storage Tanks	\$200 per 1,000 gallons of capacity
Removal of Oil Tank	\$150
Gas Fireplaces	\$100
Generator Permit	\$75 + electrical permit (in some cases a plumbing permit may also be needed)
Solar Permit	\$250 + electrical permit



Effective June 28, 2023

Residential Re-Roofing (only required if sheathing is being replaced)	\$100
Residential Re-Inspection Fee	\$50.00

**Non-Residential.** The fees associated with non-residential building, construction, alteration, and related activities are as follow:

Type	Fee
Pre-Submission Plan Review (if requested)	\$150
New Construction Building Permit	\$750 Plan Review- fee due at submission \$600 + \$0.45 per square foot- Permit/Inspections
Building Work/Alterations Building Permit	\$750 Plan Review-fee due at submission 500 + \$0.35 per square foot-Permit/Inspections
Demolition Permit	\$100 per 1,000 square foot
Electric Permit	\$250 + \$50 per 100 amp service
Plumbing Permit	\$250 + \$15 per fixture, trap, appliance
HVAC	\$500
Roofing Permit (New)	\$500 plus \$0.35 per square foot
Roofing Permit (Re-Roof)	\$250 plus \$0.10 per square foot
Re-Inspection (inspector is unable to conduct required inspection due to applicant error)	\$100.00
Use & Occupancy Permit	\$250
Removal of Oil Tank	\$450
Storage Tank	\$200 per 1,000 gallons of capacity
Antenna Cell Tower Permit	\$2,500 permit + \$500 escrow
Generator Permit	\$75 + electrical permit (in some cases a plumbing permit may also be needed)

**Building Permit Licensing Fees.**

Type	Fee
<b>Electrical Licensing Registration Fees</b>	
Master Electrician	\$50
Journeyman	\$35
Apprentice	\$10
Inspection Agency	\$200
<b>Plumbing Licensing Registration Fees</b>	
Master Plumber	\$125
Journeyman	\$50
<b>General Contractor's License</b> (fee applies to new homebuilders, commercial contractors and any contractor not registered in the State of PA)	\$125

**Building Permit Other Fees.**

<b>Type</b>	<b>Fee</b>
Driveway/Road Opening Permit- reviewed by Public Works Director	\$250 + calculated as per the application fee schedule attached
Grading/Excavation/Stormwater Management- reviewed by Township Engineer	\$500 flat fee; When plan review, engineering inspections and legal documents are needed, a grading permit may also require an escrow or PSA as directed by the Twp Engineer; grading permits in lieu of land development require an approved cost estimate & escrow. <b>Professional Services Agreement (PSA) Required-This agreement authorizes the review of the Township's professional consultants including the engineer, solicitor, traffic engineer, zoning officer, and fire marshal and designates a fee for an escrow to be established to cover these services</b>
Tent Permit-Required for 700 sq. feet with open sides & 400 sq. feet with sides closed	\$150.00

**Fire.** The fees associated with fire safety and inspections are as follows:

<b>Type</b>	<b>Fee</b>
False Alarms: Number within 12 Calendar Months	
1-2	\$0 if alarm was permitted; \$50 otherwise.
3	\$100/false alarm
4 or 5	\$200/false alarm
6 or more	\$1,000/false alarm
<b>Residential</b>	
Fire Safety Sprinkler Permit (residence over 2,000 square feet) Includes inspection	\$500
Fire Alarm Installation Permit includes inspection fee	\$400
<b>Non-residential</b>	
Fire- Wet Ansul System or Other	\$250
Fire Safety Sprinkler System- New	\$700- includes \$400 inspection fee + \$300 permit fee
Fire Safety Sprinkler System- Add on	\$500- includes \$300 inspection fee + \$200 permit fee
Fire Alarm Installation Permit includes inspection	\$400- would be these two costs combined

**Police Fees.**

<b>Type</b>	<b>Fee</b>
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Effective June 28, 2023

False Security Alarms: Number within 12 Calendar Months	
1-2	\$0 if alarm was permitted
3	\$35/False Alarm
4	\$50/False Alarm
5 or more	\$100/False Alarm
Home Alarm Permit	\$100
Peddlers/Canvassers License (Issued by Police)	\$40 per day/per person or \$60 per week/per person
Police Report	\$15.00
Police Special Event Services/Special Detail-Officer & Vehicle	Overtime rate of the highest paid Sergeant per officer per hour

**Other General Fees**

Type	Fee
Banner	\$25
Copying	\$0.25 per page
Copying-Wide Format	\$4.50 per page
Fireworks	\$150
Returned Check Fee	\$25
Special Events	See fees in Special Events under Park & Rec Fees

**Park & Recreation Fees.**

**Facilities and Fields.** There are set fees for the use of Township Fields and Facilities. Fees for field use and facilities shall be as follows: Add Special event fee

Type/Facility	Resident Fee	Nonresident Fee	Business Group Fee
<b>Security Deposit:</b> Required for all facility use includes game area	\$200	\$200	\$200
<b>Type/Facility</b>	<b>Resident Fee</b>	<b>Nonresident Fee</b>	<b>Business Group Fee</b>
<b>Penllyn Woods</b> Community Building	\$60 per hour	\$95 per hour	\$130 per hour
<b>Picnic Pavilions</b> Up to 4 hours Up to 8 hours Electricity	\$40 \$70 \$20	\$75 \$125 \$20	\$125 \$200 \$20
<b>Baseball/Soccer Fields</b> Youth Associations Nonprofit Groups	N/A	N/A	N/A
<b>Baseball/Soccer Fields</b>			

Effective June 28, 2023

Individual: one-time use	\$50	\$75	\$85
<b><u>Baseball/Soccer Fields</u></b> Team: full season (5 consecutive weeks of play or more), one day a week use	\$220	\$250	\$250
<b><u>Baseball/Soccer Fields</u></b> One week consecutive use (Mon-Fri)	\$370	\$400	\$420
<b><u>Basketball, Tennis, Volleyball Courts</u></b> Individual- one time only	\$30	\$40	\$75
<b><u>Basketball, Tennis, Volleyball Courts</u></b> Team: full season (5 consecutive weeks of play or more), one day a week use	\$150	\$175	\$200
<b><u>Basketball, Tennis, Volleyball Courts</u></b> One-week consecutive use (Mon-Fri)	\$300	\$300	\$300

**Special Event Fees.**

Police Services: Police Officers and Vehicles	Overtime rate of highest paid Sergeant per hour per officer
Public Works: Public Works staff and trucks	\$40 per hour per employee regular pay; Overtime Rate \$60 per hour per employee

**Zoning Fees.** Fees associated with Conditional Use applications, Rezoning, and the Zoning Hearing Board shall be as follows:

**Conditional Use Fees.** Conditional Use applications submitted to the Board of Supervisors c/o the Zoning Officer shall have the following fees.

Type	Fee	Escrow
Residential	\$1,500	\$2,500
Non-Residential	\$2,500	\$2,500
Additional Hearing	\$500 each	N/A

**Rezoning/Zoning Ordinance Amendment Fees.** Rezoning requests or Zoning Ordinance Amendments submitted to the Board of Supervisors c/o the Zoning Officer shall have the following fees. Costs include copies of transcripts as requested, solicitor, stenographer, etc.

Type	Fee
Zoning Map Amendment	\$1,800 + costs
Zoning Ordinance Text Amendment	\$1,800 + costs
Curative Amendments	\$3,500 + costs
Additional Hearings	\$650 each

**Zoning Hearing Board Fees.** Zoning Hearing Board application fees for Special Exceptions, Variances and/or Interpretations (excluding Curative Amendments). Fees are non-refundable regardless of hearing outcome.

Type	Fee
Residential	\$1,200
Non-Residential	\$2,500
Other Matters	\$1,000
Sign	\$1,350
Validity Challenge	\$2,500
Additional Hearings (necessitated by applicant)	\$400
Postponement/Continuance (applicant's request)	\$120
Zoning and Floodplain Certification	\$50

**Zoning Other**

**Zoning Permits.** Zoning permits are required for all new construction, alterations, decks, fences, accessory structures, and other; if a building permit is also required the building permit fee includes the zoning review and is not a separate or additional fee. If a building permit is not required then the zoning permit fee below applies. -Move to building permit fee section

Type	Fee
Residential	\$150
Non-residential	\$250
Home Businesses Use & Occupancy	\$150
Home Occupation Use & Occupancy	\$150
Signs (up to 40 square feet)	\$150
Signs (over 40 square feet as per ZHB approval)	\$250

**Land Use Fees.**

**Land Development and Subdivision Filing Fees.** Fees in the amount set forth in this section shall be paid when filing a preliminary land development application or a preliminary/final subdivision application.

**Land Development Fees.** The fees for land development include an application fee which is the set amount plus the calculated fee based on the per square footage rate. In addition, an escrow account is required to be established to cover the cost of professional services rendered in conjunction with any application. Remaining funds will be returned at the time of escrow closure. Escrows are explained in detail below.

Suggest putting a cap on the fee and then using the per square foot or unit escalator rather than have the escalator stay the same and the base fee change;

<b>Acres Affected</b>	<b>General Fee</b>	<b>Escrow</b>
0-2.5 acres	\$2,500	\$5,000
2.5-5 acres	\$4,000	\$6,500
5-10 acres	\$5,000	\$8,500
10-20 acres	\$6,000	\$10,000
20-50 acres	\$7,500	\$11,500
50-100 acres	\$9,000	\$13,000
<b>PLUS Gross Floor Area in SQ. Ft.</b>	<b>Fee Per 1,000 Square Feet</b>	
0 to 49,000	\$50	
50,000 to 299,000	\$40	
300,000 or more	\$30	
Traffic Impact Fee	See Resolution	N/A
<b>Final Plan Filing Fee</b>	No application fee will be charged for filing an improvement construction plan or record plan, unless no preliminary plan has been filed, in which case the fees established for preliminary plans will apply.	Based on approved estimate of costs from Township Engineer

**Subdivision Fees.** The subdivision fee includes a flat application fee plus a calculated fee based on the per lot rate. In addition, an escrow account is required to be established to cover the cost of professional services rendered in conjunction with any application. Remaining funds will be returned at the time of escrow closure. Escrows are explained in detail below. Prior to recording a subdivision plan, each developer shall submit digital plans. In addition to the digital plans, each developer shall submit a fee for updating the GIS Parcel Map.

<b>Number of Lots</b>	<b>General Fee</b>	<b>Escrow</b>
Lot Line Adjustment	\$1,800	N/A
Minor = 1 to 2	\$1,800	\$5,000
Major = 3 to 5	\$4,500 + \$250 per lot	\$5,500
Major = 6-10	\$5,000 + \$250 per lot	\$7,500
Major = 11-50	\$5,000+ \$300 per lot	\$10,000
Major = 51-100	\$5,000 + \$350 per lot	\$11,500

Major = 101 and over	\$5,000 + \$400 per lot	\$13,000
GIS Parcel Map Update	Included in app fee	
Traffic Impact Fee	Set by Resolution	

**Fees of Professional Consultants.** The Township shall be reimbursed for the charges of its Solicitor, Engineer, Planner, or other professional consultant in connection with any land use matter. The Township also requires a Professional Services Agreement (PSA) with associated fees to be paid by anyone wishing to meet with and discuss potential land use items with any of the professional consultants prior to the filing of a formal application.

**Escrow Costs.** A cash escrow is required to guarantee payment of:

- The services of the Township Engineer, as provided in the Subdivision and Land Development Regulations, being Title Four of the Planning and Zoning Code, plus all costs for other engineering and professional certification as deemed necessary.
- The services of the Township Solicitor for legal services incidental to the preliminary and final approval of plans of each subdivision or land development, or section thereof, and specifically including, but not limited to, the review of all plans, correspondence and permits; the preparation of subdivision and escrow agreements, easements, covenants and deeds; the attendance at any meetings with the Board of Supervisors, the Planning Commission, the Township Engineer, the developer or the developer's representatives in connection with the development; and any telephone conferences in connection with any of the above. The same expectation is maintained for the services rendered by the Township Engineer and the Township Planner/Zoning Officer and any other professional land use consultant in conjunction with a subdivision or land development.
- The actual costs of all drainage, water and/or material tests.
- Legal fees, advertising and other costs involved in the dedication of streets and public improvements to the Township.
- The administrative costs of processing subdivision and land development escrow account release request as follows: 10% of the total amount of every escrow release request of less than \$500 and in the amount of \$50 for every escrow release request in excess of \$500. Such charge shall be due and payable at the time as any escrow release is submitted to the Township for processing.
- The costs set forth in this subsection shall be estimated and escrowed at 10% of the total construction cost of the public improvements required to be built under the improvement construction plan (s) of the final plans, unless in the judgment of the Township Engineer a greater amount is necessary to secure the payment of the expenses which the Township is likely to incur in connection with the subdivision. Such estimate shall be escrowed with the Township in cash and shall be placed, by the Township, in an interest-bearing account with the interest accruing for the benefit of the developer. The Township may draw upon the escrow as necessary to reimburse itself for the fees and costs set forth in this subsection. Simultaneously with each such draw from the escrow by the Township, the Township shall send the developer

an invoice (marked “paid”) for the amount drawn, specifying the particular fee, cost or expense for which the Township has drawn payment for reimbursement. The developer shall at no time permit the cash escrow required by this subsection to be reduced below an amount reasonably estimated by the Township Engineer to be necessary to reimburse the Township for the remaining fees, costs, and expenses which the Township is reasonably likely to incur prior to the completion of the subdivision or land development. Within 10 days of the developer’s receipt of notice from the Township that the balance of the escrow required by this subsection is deemed inadequate to cover the reasonable costs and expenses likely to be incurred by the Township, the developer shall post such additional moneys as have been specified in the notice. Subject to the dispute resolution procedure set forth in the Pennsylvania Municipalities Planning Code, as amended, the refusal to post such moneys as shall be requested by the Township shall be deemed a breach of the developer’s obligations under the improvement agreement and shall entitle the Township to withhold any requested inspections or permits until such time as the escrow has been increased as requested by the Township.

**Sewer Fees.** The fees associated with on-site septic systems and public sewer systems are set forth in this section as follows:

Type	Fee
<b>Public Sewer</b>	
Sewer Connection	\$250
Sewer Lateral Inspection	\$150
Sewer Quarterly Rental Rate	See Sewer Rate Resolution



## HIGHWAY OCCUPANCY PERMIT FEES

The following fees are applied to the administrative costs incurred in reviewing the permit application and processing the permit; also includes preliminary site review whether or not a permit is issued and processed.

### Permit Issuance Fees

#### Permit Application Fees

Application Fee.....	\$75.00
Utility Application (Gas, Sewer, Water, Electric, Etc).....	\$150.00

### General Permit Inspection Fees

#### Driveways onto Township Dedicated Roadways

<u>Minimum Use</u> .....	\$50.00
Single Family Dwellings, Apartments 4 or fewer units, less than 25 Cars	
<u>Low Volume</u> .....	\$75.00
Apartment Buildings, Small Office Buildings more than 25 cars but less than 500	
<u>Medium Volume</u> .....	\$100.00
Motels, Restaurants, Service Stations, Small shopping complexes more than 500 Cars but less than 1000.	
<u>High Volume</u> .....	\$125.00
Large shopping centers, multiple building apartments, condos, or offices more than 1000 cars daily.	

<u>Other</u> .....	\$40.00
Curbing, Sidewalk, embankment removal etc.	

<u>Permit Extension or Changes</u> .....	\$30.00
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<u>Emergency Permit</u> .....	\$40.00
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#### Surface Openings

Calculated on the total amount of linear feet of installation in 100 foot increments.

Opening in Pavement.....	\$75.00
Opening in Shoulder.....	\$60.00
Opening outside pavement and shoulder .....	\$40.00

**Note:** If longitudinal opening simultaneously occupies two or more areas identified above, only the higher fee will be charged. Linear distances shall be measured to the nearest foot.

#### Surface Openings

Of less than 36 Square Feet (Service Connections or Utility Repairs)

Opening in Pavement.....	\$75.00
Opening in Shoulder.....	\$60.00
Opening outside pavement and shoulder .....	\$40.00

#### Above Ground Facilities

Poles, Anchors, Guide Cables, Etc

Up to 10 physically connected above ground facilities (each continuous group).....	\$35.00
Additional above-ground physically connected facilities (each).....	\$5.00

#### Crossings

Overhead, tipples, conveyors or pedestrian walkways and "under grade" subways or mines .....	\$100.00
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#### Seismograph- Vibrosis Method (prospecting for oil or gas)

First Mile.....	\$75.00
Each additional Mile or fraction thereof.....	\$20.00

<u>Test Holes in Pavement &amp; Shoulder (Each Hole)</u> .....	\$25.00
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### **Exemptions**

Permit issuance fees and general permit fees are not payable to by any of the following:

- 1) The commonwealth.
- 2) Political subdivisions of the commonwealth, except when placing a facility within more than 100 total linear feet of pavement. In that case, the application and inspection fees for pavement openings will be charged.
- 3) Government Authorities organized under the laws of the commonwealth.
- 4) The Federal Government
- 5) Charitable organizations that are in compliance with the Act No. 337 approved August 9, 1963, P.L. 628, as amended (churches, hospitals, schools, charitable institutions, veteran organizations, non-profit organizations).
- 6) Utility facility owners for:
  - A. The installation of street lights at the request of Penn Dot or political subdivision.
  - B. The replacement or renewal of their facilities prior of a Township resurfacing project after notice from the Township.
  - C. Facilities moved at the request of Penn Dot or political subdivision.
  - D. The construction or maintenance of their facilities that occupy the right of way under private status.

### **Additional Fees**

1. If the Township determines that the permitted work is of sufficient magnitude the Township may require that the permittee post an escrow or bond guaranteeing the completion and restoration of Township owned facilities.
2. If the Township determines that the permitted work is of sufficient magnitude or importance to warrant assignment of one or more persons to inspect the permitted work on a more than spot inspection basis, the permit will so indicate and the permittee shall be charged for additional salary, overhead and expenses incurred by each assigned inspector and the Township.

Effective ~~April 26<sup>th</sup>, 2017~~ June 28, 2023

Exhibit A

Fee Schedule of Lower Gwynedd Township

**Building Permits.**

**Residential.** The fees associated with residential building, construction, alteration, and related activities are as follow:

Type	Fee
State Permit Surcharge *This is a state fee attached to every permit issued under Act 157 of the PA Uniform Construction Code Inspection Fee (add this fee to the cost of all permits)	\$4.50
Pre-Submission Plan Review (if requested)	\$150
Building Permit New Construction/Professional Services Agreement (PSA) Required-This agreement authorizes the review of the Township's professional consultants including the engineer, solicitor, traffic engineer, zoning officer, and fire marshal and designates a fee for an escrow to be established to cover these services.	\$500 + \$0.35 per square foot above grade & \$0.25 per square feet of attic and basement space; requires grading permit <del>&amp; PSA-\$1,500;</del>
Alterations & Additions to Existing Structures Building Permit	\$250 + \$0.35 per square feet for all space
<del>Kitchen Alterations Building Permit Bathroom &amp; Kitchen Remodel Permit (only required for non-cosmetic updates)</del>	<del>\$150 \$250.00?</del>
Accessory Structure/Uses Building Permit <del>(ex- Decks, patios, sidewalks, garages, etc.)</del>	<del>\$200 + \$0.15 per square feet \$175 + \$0.25 per square foot</del>
Shed Building Permit- required for sheds greater than 200 square feet (zoning review is part of application)- <del>MOVE UP PART OF Accessory Structures</del>	<del>\$200 + \$0.15 per square foot</del>
Shed Zoning Permit- required for sheds less than 200 square feet; no building permit required- <del>Just put zoning permit here and then use examples- there isn't a specific "shed" zoning permit</del>	\$150
Swimming Pools, Tennis/Basketball Courts & Other Recreational Uses Building Permit/ <del>Grading Permit Required</del>	\$300 + \$0.45 per square foot of surface area; also requires grading permit
Demolition Permit	\$300
Electrical Permit	\$50 per 100 amps of electrical service or equivalent; minimum permit fee \$50
Plumbing Permit	\$55 + \$15 per fixture; \$150 per grease trap, ejector
HVAC <del>Replacement</del> -Permit	\$150 <del>per unit</del>
<del>Use &amp; Occupancy Permits-Require for permit closeout not a separate permit fee</del>	<del>\$150</del>
Storage Tanks	\$200 per 1,000 gallons of capacity

Commented [MG1]: What is this an exhibit to?

Commented [JW2R1]: The resolution

Commented [MG3]: What is this escrow for, and why does it apply to residential new construction but not non-residential? Expenses to be paid out of escrow should be spelled out here, or reference the escrow info at the end of the fee schedule if it's the same.

Commented [JW4R3]: A PSA is required for new construction because it requires the Township Engineer to provide a review, and in some cases a tapping fee agreement and stormwater management agreement needs to be prepared by the Township Solicitor. So we began requiring the PSA for new construction a year or so ago. We do typically require a PSA for non-residential prior to a land development application being submitted and then the required LD escrow is established. In instances where there isn't a LD, we would have an PSA in place- SHIP would be an example of this. The PSA itself does explain what the PSA covers.

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Removal of Oil Tank	\$150
Gas Fireplaces	\$100
Generator Permit	\$75 + electrical permit (in some cases a plumbing permit may also be needed)
Solar Permit	\$250 + electrical permit
Residential Re-Roofing (only required if sheathing is being replaced)- <u>Is this the only time we want to require this?</u>	\$100
Residential Re-Inspection Fee	\$50.00

**Add Zoning Permit to this section**

**Non-Residential.** The fees associated with non-residential building, construction, alteration, and related activities are as follow:

Type	Fee
Pre-Submission Plan Review (if requested)	\$150
New Construction Building Permit	\$750 Plan Review- fee due at submission \$600 + \$0.45 per square foot- Permit/Inspections
Building Work/Alterations Building Permit	\$750 Plan Review-fee due at submission 500 + \$0.35 per square foot-Permit/Inspections
Demolition Permit	\$100 per 1,000 square foot
Electric Permit	\$250 + \$50 per 100 amp service
Plumbing Permit	\$250 + \$15 per fixture, trap, appliance
HVAC	\$500
Roofing Permit (New)	\$500 plus \$0.35 per square foot
Roofing Permit (Re-Roof)	\$250 plus \$0.10 per square foot
Re-Inspection (inspector is unable to conduct required inspection <u>due to applicant error</u> )	<del>\$50</del> \$100.00
Use & Occupancy Permit	\$250
Removal of Oil Tank	\$450
Storage Tank	\$200 per 1,000 gallons of capacity
Antenna Cell Tower Permit	\$2,500 permit + \$500 escrow

Add generator

**Building Permit Licensing Fees.**

Type	Fee
<b>Electrical Licensing Registration Fees</b>	
Master Electrician	\$50
Journeyman	\$35
Apprentice	\$10
Inspection Agency	\$200
<b>Plumbing Licensing Registration Fees</b>	
Master Plumber	\$125

**Commented [MG5]:** Need a permit like this under non-residential?

**Commented [JW6R5]:** This isn't currently under non-residential. Patty said she rarely gets in a permit for generators that aren't residential. The only one she recalls was for SHIP and that was charged the \$500 fee plus the electric permit. It wouldn't hurt to add it though.

**Commented [MG7]:** Does this apply to solar panels on non-residential properties too?

**Commented [JW8R7]:** We can add this to the non-residential. We don't currently have it there because it never came up until recently, Greg Harth pulled a permit for solar panels. They charged him \$250 for the permit and \$250 for electric. We could just duplicate this in the non-residential since it will be coming up more often as buildings try to incorporate green infrastructure.

**Commented [MG9]:** Good question.

**Commented [JW10R9]:** Patty feels that with the requirement for a permit we would also require an inspection. Kelli would have to perform the inspections and so to make someone pull a permit to replace shingles, it seems like it would create more of a task than necessary.

**Commented [MG11]:** When does this fee apply? When there's "applicant error" as noted under non-residential fees? If so, what does that mean?

**Commented [JW12R11]:** Yes, it would apply if they schedule an inspector out for a footing inspection and then the concrete isn't there to be poured, or they're not ready for the inspection but scheduled it anyway and didn't cancel it. Or an inspector goes out, the applicant fails the inspection, is told how to correct it and then fails again.

**Commented [MG13]:** Don't need PSA? See question above.

**Commented [JW14R13]:** Answered above

**Commented [MG15]:** Need separate permit for new roof? Isn't that part of the new construction/addition permit?

**Commented [JW16R15]:** The "new" refers to a completely new roof, not a new building. Re-roofing is for a replacement where they are replacing the roof material but not the plywood.

**Commented [MG17]:** What does "applicant error" mean? If the inspector has to go out a 2nd time to inspect the same work due to applicant non-compliance, we charge a re-inspection fee? Is it something more than failing an inspection?

**Commented [JW18R17]:** It is more than failing an inspection, the best example would be Harth and the amount of time Kelli spends inspected things over and over. When she can't perform the scheduled inspection because the applicant is not prepared. See above.

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Journeyman	\$50
<b>General Contractor's License</b> (fee applies to new homebuilders, commercial contractors and any contractor not registered in the State of PA)	\$125

**Building Permit Other Fees.**

Type	Fee
Driveway/Road Opening Permit- reviewed by Public Works Director	\$250 + calculated as per the application fee schedule <u>attached</u>
Grading/Excavation/Stormwater Management- reviewed by Township Engineer	\$500 flat fee; <u>in some instances When plan review, engineering inspections and legal documents are needed, a grading permit may also require an escrow or PSA as directed by the Twp Engineer; grading permits in lieu of land development require an approved cost estimate &amp; escrow. /Professional Services Agreement (PSA) Required-This agreement authorizes the review of the Township's professional consultants including the engineer, solicitor, traffic engineer, zoning officer, and fire marshal and designates a fee for an escrow to be established to cover these services</u>
<u>Tent Permit-Required for 700 sq. feet with open sides &amp; 400 sq. feet with sides closed</u>	<u>\$150.00</u>

**Commented [MG19]:** Is this schedule too involved to incorporate into this table? If so, why is it so involved for a driveway permit?

**Commented [JW20R19]:** It is attached because it was always a separate fee list attached to the permit application itself so we just reference it. It has more information on it about the different types of work that would require and HOP and the different costs. We could pull out the general fees that would be applied for a typical simple application but then someone might look at the other items that might apply to the work they're doing.

**Commented [MG21]:** Which instances? There should be more specific guidance. Does the stormwater ordinance address fees?

**Commented [JW22R21]:** Some instances refer to a situation where there is considerable grading work required and additional inspections by the Township engineer needed. The engineer would note a suitable escrow to cover expenses in his review. It would only be required if there was a request for such by the Township engineer. Yes, the SWM ordinance does address fees and says they will be set by resolution and it explains what they cover.

**Fire.** The fees associated with fire safety and inspections are as follows:

Type	Fee
False Alarms: Number within 12 Calendar Months	<u>\$0 if alarm was permitted; \$50 otherwise</u>
1-2	<u>\$35 \$100/false alarm</u>
3	<u>\$50 \$200/false alarm</u>
4 or 5	<u>\$100 \$1,000/false alarm-00</u>
6 or more	
<b>Residential</b>	
Fire Safety Sprinkler Permit (residence over 2,000 square feet) <u>Includes inspection</u>	<u>\$200 \$500</u>
<u>Fire Safety Sprinkler Inspection</u>	<u>\$300 Combined with above permit</u>
Fire Alarm Installation Permit <u>includes inspection fee</u>	<u><del>\$500</del> \$400 <del>150</del></u>
<u>Fire Alarm Installation Inspection</u>	<u>\$250 Combined with above permit</u>
<u>Home Alarm</u>	<u>\$100 <del>keep</del>; police do have a registration form</u>

**Commented [MG23]:** I thought AI had suggested this addition a while back. I'll check with him before the revised fee schedule goes to the BOS.

**Commented [JW24R23]:** Ok. He was sent this fee schedule for review as well.

**Commented [MG25]:** Make the residential permit the same as (or less, definitely not more than) non-residential. \$400 keeps the fee for permit + inspection the same, which is good. We want to deter false alarms, not alarm permits.

**Commented [JW26R25]:** The request here was to combine the permit and inspection fee rather than listing them separately and the B&Z dept. requested that the fees for the sprinkler and fire alarm be the same at \$500. That is why the amount was changed from \$400 to \$500.

**Commented [MG27]:** Meaning keep permit fee for residential security alarms at \$100?

**Commented [JW28R27]:** Yes. We kept this as is because we didn't want to remove it if this is how the police have it. But according to PK they don't have a registration any longer, in which case it could be removed by we don't receive any permits for home alarms and we don't charge a fee.

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<b>Non-residential</b>	
Fire- Wet Ansul System or Other	\$250
Fire Safety Sprinkler System- New	\$700- includes \$400 inspection fee + \$300 permit fee
Fire Safety Sprinkler System- Add on	\$500- includes \$300 inspection fee + \$200 permit fee
Fire Alarm Installation Permit <u>includes inspection</u>	<del>\$150</del> \$400- <u>would be these two costs combined</u>
<del>Fire Alarm Installation Inspection</del>	<del>\$250</del>

**Police Fees.**

Type	Fee
<u>False Security Alarms: Number within 12 Calendar Months</u>	
<u>1-2</u>	<u>\$0 if alarm was permitted</u>
<u>3</u>	<u>\$35/False Alarm</u>
<u>4</u>	<u>\$50/False Alarm</u>
<u>5 or more</u>	<u>\$100/False Alarm</u>
<u>Home Alarm Permit</u>	<u>\$100</u>
<u>Peddlers/Canvassers License (Issued by Police)</u>	<u>\$40 per day/per person or \$60 per week/per person</u>
<u>Police Report</u>	<u>\$15.00</u>
<u>Police Special Event Services-Officer &amp; Vehicle</u>	<u>Overtime rate of highest paid Sergeant/per officer</u>

**Other General Fees**

Type	Fee
Banner	\$25
Copying	\$0.25 per page
Copying-Wide Format	\$4.50 per page
Fireworks	\$150
<del>Peddlers/Canvassers License (Issued by Police)- Effective Res. 2019 12 (5/14/19)</del>	<del>\$40 per day/per person or \$60 per week/per person-Move to Police Section</del>
Returned Check Fee	\$25
<del>Subdivision/Land Development Ordinance</del>	<del>\$30/\$35 by mail</del>
<del>Zoning Map</del>	<del>\$10/\$15 by mail</del>
<del>Zoning Ordinance</del>	<del>\$30/\$35 by mail</del>
<del>Special Events</del>	<del>See attached fee</del>

**Park & Recreation Fees.**

**Facilities and Fields.** There are set fees for the use of Township Fields and Facilities. Fees for field use and facilities shall be as follows: Add Special event fee

Type/Facility	Resident Fee	Nonresident Fee	Business Group Fee
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Effective ~~April 26<sup>th</sup>, 2017~~ June 28, 2023

<b>Security Deposit:</b> Required for all facility use includes game area	\$200	\$200	\$200
<b>Type/Facility</b>	<b>Resident Fee</b>	<b>Nonresident Fee</b>	<b>Business Group Fee</b>
<b>Penllyn Woods</b> Community Building	\$60 per hour	\$95 per hour	\$130 per hour
<b>Picnic Pavilions</b> Up to 4 hours Up to 8 hours Electricity	\$40 \$70 \$20	\$75 \$125 \$20	\$125 \$200 \$20
<b>Baseball/Soccer Fields</b> Youth Associations Nonprofit Groups	N/A	N/A	N/A
<b>Baseball/Soccer Fields</b> Individual: one-time use	\$50	\$75	\$85
<b>Baseball/Soccer Fields</b> Team: full season (5 consecutive weeks of play or more), one day a week use	\$220	\$250	\$250
<b>Baseball/Soccer Fields</b> One week consecutive use (Mon-Fri)	\$370	\$400	\$420
<b>Basketball, Tennis, Volleyball Courts</b> Individual- one time only	\$30	\$40	\$75
<b>Basketball, Tennis, Volleyball Courts</b> Team: full season (5 consecutive weeks of play or more), one day a week use	\$150	\$175	\$200
<b>Basketball, Tennis, Volleyball Courts</b> One week consecutive use (Mon-Fri)	\$300	\$300	\$300

Special Event Fees.

<u>Police Services: Police Officers and Vehicles</u>	<u>Overtime rate of highest paid Sergeant per hour per employee</u>
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Effective ~~April 26<sup>th</sup>, 2017~~ June 28, 2023

<u>Public Works: Public Works staff and trucks</u>	<u>\$40 per hour per employee regular pay; Overtime Rate \$60 per hour per employee</u>
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Planning & Zoning Code Development? Land Use? Fees

**Land Development and Subdivision Filing Fees.** Fees in the amount set forth in this section shall be paid when filing a preliminary land development application or a preliminary/final subdivision application.

**Land Development Fees.** The fees for land development include an application fee which is the set amount plus the calculated fee based on the per square footage rate. In addition, an escrow account is required to be established to cover the cost of professional services rendered in conjunction with any application. Remaining funds will be returned at the time of escrow closure. Escrows are explained in detail below.

Suggest putting a cap on the fee and then using the per square foot or unit escalator rather than have the escalator stay the same and the base fee change;

Acres Affected	General Fee	Escrow
0-2.5 acres	\$2,500	\$5,000
2.5-5 acres	\$4,000	\$6,500
5-10 acres	\$5,000	\$8,500
10-20 acres	\$6,000	\$10,000
20-50 acres	\$7,500	\$11,500
50-100 acres	\$9,000	\$13,000
PLUS Gross Floor Area in SQ. Ft.	Fee Per 1,000 Square Feet	
0 to 49,000	\$50	
50,000 to 299,000	\$40	
300,000 or more	\$30	
Traffic Impact Fee	See Resolution	N/A
<b>Final Plan Filing Fee</b>	No application fee will be charged for filing an improvement construction plan or record plan, unless no preliminary plan has been filed, in which case the fees established for preliminary plans will apply.	Based on approved estimate of costs from Township Engineer

**Commented [MG29]:** Since zoning permits will move, probably should rename this section. The text about escrows on the next page describes these fees as "land use". Either use that or change that text to match this revised title.

**Commented [JW30R29]:** Land use is good.

**Subdivision Fees.** The subdivision fee includes a flat application fee plus a calculated fee based on the per lot rate. In addition, an escrow account is required to be established to cover the cost of professional services rendered in conjunction with any application. Remaining funds will be returned at the time of escrow closure. Escrows are explained in detail below. Prior to recording a subdivision plan, each developer shall submit digital plans ~~in CAD format for the purpose of updating the Township's GIS~~



Effective ~~April 26<sup>th</sup>, 2017~~ June 28, 2023

Parcel Map. In addition to the digital plans, each developer shall submit a fee for updating the GIS Parcel Map.

Number of Lots	General Fee	Escrow
Lot Line Adjustment	\$1,800	N/A
Minor = 1 to 2	\$1,800	\$5,000
Major = 3 to 5	\$4,500 + \$250 per lot	\$5,500
Major = 6-10	<del>\$5,000</del> 6,750 + \$250 per lot	\$7,500
Major = 11-50	<del>\$5,000</del> 9,000 + <del>\$300</del> 250 per lot	\$10,000
Major = 51-100	<del>\$5,000</del> 12,000 + <del>\$250</del> 350, per lot lot-seems super high- should have a max.	\$11,500
Major = 101 and over	<del>\$5,000</del> 17,500 + <del>\$400</del> 250 per lot lot-seems super high should have a max.	\$13,000
GIS Parcel Map Update	<del>\$300</del> Included in app fee	
Traffic Impact Fee	Set by Resolution	

Make the General fee stop at \$5,000 and then apply the per lot fee and then require the escrows to all be consistent with \$10,000.

**Fees of Professional Consultants.** The Township shall be reimbursed for the charges of its Solicitor, Engineer, Planner or other professional consultant in connection with any land use matter. The Township also requires a Professional Services Agreement (PSA) with associated fees to be paid by anyone wishing to meet with and discuss potential land use items with any of the professional consultants prior to the filing of a formal application.

**Escrow Costs.** A cash escrow is required in order to guarantee payment of:

- The services of the Township Engineer, as provided in the Subdivision and Land Development Regulations, being Title Four of the Planning and Zoning Code, plus all costs for other engineering and professional certification as deemed necessary.
- The services of the Township Solicitor for legal services incidental to the preliminary and final approval of plans of each subdivision or land development, or section thereof, and specifically including, but not limited to, the review of all plans, correspondence and permits; the preparation of subdivision and escrow agreements, easements, covenants and deeds; the attendance at any meetings with the Board of Supervisors, the Planning Commission, the Township Engineer, the developer or the developer's representatives in connection with the development; and any telephone conferences in connection with any of the above. The same expectation is maintained for the services rendered by the Township Engineer and the Township Planner/Zoning Officer and any other professional land use consultant in conjunction with a subdivision or land development.
- The actual costs of all drainage, water and/or material tests.
- Legal fees, advertising and other costs involved in the dedication of streets and public improvements to the Township.

**Commented [MG31]:** Don't include so much detail here - something else to remember to update if the type of technology changes.

**Commented [JW32R31]:** Ok

**Commented [MG33]:** If all applicants have to pay this, why not include with the base fee for LD and Subdivisions?

**Commented [JW34R33]:** Ok

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**Commented [MG35]:** I like that idea.

**Commented [JW36R35]:** Ok, I will make that change.

**Commented [MG37]:** Use the same name as the ultimate title of this section of the fee schedule...but also make it broad enough to include grading permit PSA?

**Commented [JW38R37]:** Ok

Effective ~~April 26<sup>th</sup>, 2017~~ June 28, 2023

- The administrative costs of processing subdivision and land development escrow account release request as follows: 10% of the total amount of every escrow release request of less than \$500 and in the amount of \$50 for every escrow release request in excess of \$500. Such charge shall be due and payable at the time as any escrow release is submitted to the Township for processing.
- The costs set forth in this subsection shall be estimated and escrowed at 10% of the total construction cost of the public improvements required to be built under the improvement construction plan (s) of the final plans, unless in the judgment of the Township Engineer a greater amount is necessary to secure the payment of the expenses which the Township is likely to incur in connection with the subdivision. Such estimate shall be escrowed with the Township in cash and shall be placed, by the Township, in an interest-bearing account with the interest accruing for the benefit of the developer. The Township may draw upon the escrow as necessary to reimburse itself for the fees and costs set forth in this subsection. Simultaneously with each such draw from the escrow by the Township, the Township shall send the developer an invoice (marked "paid") for the amount drawn, specifying the particular fee, cost or expense for which the Township has drawn payment for reimbursement. The developer shall at no time permit the cash escrow required by this subsection to be reduced below an amount reasonably estimated by the Township Engineer to be necessary to reimburse the Township for the remaining fees, costs and expenses which the Township is reasonably likely to incur prior to the completion of the subdivision or land development. Within 10 days of the developer's receipt of notice from the Township that the balance of the escrow required by this subsection is deemed inadequate to cover the reasonable costs and expenses likely to be incurred by the Township, the developer shall post such additional moneys as have been specified in the notice. Subject to the dispute resolution procedure set forth in the Pennsylvania Municipalities Planning Code, as amended, the refusal to post such moneys as shall be requested by the Township shall be deemed a breach of the developer's obligations under the improvement agreement and shall entitle the Township to withhold any requested inspections or permits until such time as the escrow has been increased as requested by the Township.

**Zoning Fees.** Fees associated with Conditional Use applications, Rezoning, and the Zoning Hearing Board shall be as follows:

**Conditional Use Fees.** Conditional Use applications submitted to the Board of Supervisors c/o the Zoning Officer shall have the following fees.

Type	Fee	Escrow
Residential	\$1,500	\$2,500
Non-Residential	\$2,500	\$2,500
Additional Hearing	\$500 each	N/A

Effective ~~April 26<sup>th</sup>, 2017~~ June 28, 2023

**Rezoning/Zoning Ordinance Amendment Fees.** Rezoning requests or Zoning Ordinance Amendments submitted to the Board of Supervisors c/o the Zoning Officer shall have the following fees. Costs include copies of transcripts as requested, solicitor, stenographer, etc.

Type	Fee
Zoning Map Amendment	\$1,800 + costs
Zoning Ordinance Text Amendment	\$1,800 + costs
Curative Amendments	\$3,500 + costs
Additional Hearings	\$650 each

**Zoning Hearing Board Fees.** Zoning Hearing Board application fees for Special Exceptions, Variances and/or Interpretations (excluding Curative Amendments). Fees are non-refundable regardless of hearing outcome.

Type	Fee
Residential	\$1,200
Non-Residential	\$2,500
Other Matters	\$1,000
Sign	\$1,350
Validity Challenge	\$2,500
Additional Hearings (necessitated by applicant)	\$400
Postponement/Continuance (applicant's request)	\$120
Zoning and Floodplain Certification	\$50

**Zoning Other**

**Zoning Permits.** Zoning permits are required for all new construction, alterations, decks, fences, accessory structures, and other; if a building permit is also required the building permit fee includes the zoning review and is not a separate or additional fee. If a building permit is not required than the zoning permit fee below applies. [-Move to building permit fee section](#)

Type	Fee
Residential	\$150
Non-residential	\$250
Home Businesses Use & Occupancy	\$150
Home Occupation Use & Occupancy	\$150
Signs (up to 40 square feet)	\$150
Signs (over 40 square feet as per ZHB approval)	\$250
<del>Temporary Signs (exceeding 8 square feet in residential districts or 12 square feet in non-residential districts)</del>	<del>\$25</del>

**Commented [MG39]:** What's the difference between these 2 permits?

**Commented [JW40R39]:** Good question. It's always been in here that way and I would say that if you have a home occupation you work from your home but you're not running a business out of it. I would think having clients coming to the house would classify it as a business. But regardless, only home occupation is defined in the code so since the code doesn't differentiate the two, I would suggest we don't either through a fee. We should eliminate the home business and just use the home occupation since that is defined.

Effective ~~April 26<sup>th</sup>, 2017~~ June 28, 2023

**Sewer Fees.** The fees associated with on-site septic systems and public sewer systems are set forth in this section as follows:

Type	Fee
<b>On-Site Septic Systems-Permitted by MCHD</b>	
<del>Deep hole testing &amp; percolation testing (including permit app fee)</del>	<del>\$300</del>
<del>Standard trenches and seepage bed systems</del>	<del>\$160</del>
<del>Alternate Systems: including sand mounds &amp; filters</del>	<del>\$400</del>
<del>Repair Application Fee</del>	<del>\$25</del>
<del>Repair and/or alteration of existing system</del>	<del>\$45 per hour</del>
<del>Additional and/or return inspections</del>	<del>\$45 per hour</del>
<del>Inspections made due to noncompliance with plans, unsatisfactory workmanship, miscellaneous inspections</del>	<del>\$45 per hour</del>
<b>Public Sewer</b>	
Sewer Connection	\$250
Sewer Lateral Inspection	<del>\$100 for cast iron; Other \$45 per hour</del> <u>\$150</u>
<del>Rent of Saddle or Cutter</del>	<del>\$200</del>
<del>Sewer Rental Certification</del>	<del>\$50</del>
Sewer Quarterly Rental Rate	See Sewer Rate Resolution



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[www.lowergwynedd.org](http://www.lowergwynedd.org)

## Finance Memorandum

Date: June 16, 2023  
To: Mimi Gleason, Township Manager  
From: Melinda Haldeman, CPA Finance Director

RE: May 2023 LGT Financial Packet:  
❖ Fund Balances as of May 31, 2023  
❖ YTD Budget Report with Prior Years Actuals thru May 31, 2023

I have updated the format of the reports and have added a Fund balance report to give a more succinct picture of Lower Gwynedd Township's financial standing.

### The following are highlights I wish to bring to your attention:

- The MUNIS upgrade/conversion was completed on June 8<sup>th</sup>. The overall process went smoothly. We are working through some issues regarding installation of printers to work within the new Munis "Tyler Tech" environment. Also, additional memory and allocations of RAM which were not communicated to us prior are now being made. We can do our daily work and keep moving forward as these changes are happening.
- All cash account reconciliations are current through May 31, 2023.
- May 15<sup>th</sup> the Synovus CD for \$150,000 matured and monies were transferred into the PLIGIT General Fund. LGT has one more CD that will be maturing August 22, 2023, for \$249,000.00 in the Capital Reserve Fund.
- The LGT Due To/From Account April balances were transferred in May 2023.
- As reported last month, the annual budget did not include Social Security and Medicare payroll taxes for the Snow/Ice Removal Wages and underestimated them for the Wastewater Wages in the sewer fund. We will review all Social Security and Medicare payroll taxes for budget amendments later this year.
- Interest earnings are higher than budgeted amounts in some funds, which is a result of the Federal Interest Rates being raised in 2023 and as such we are earning more on our deposits. (Please see yellow highlight in report)



- Public Works Traffic expense is over budget by 28K for the year. There were unexpected repairs that needed to be made after Amour inspected our traffic signals. The largest repair, \$15,538 was for a mast arm that was rusted through and in danger of failing at Sumneytown Pike and Gwynedd Mercy University. Penllyn Pike and Old Penllyn Pike had repairs of 8,112 for failed flasher and preemptive maintenance. (Please see yellow highlight in report)
- Sewer AR Balance Update –The AR reconciliations were not performed during 2021 and the early part of 2022. There is a difference from December 31, 2022, that is still being researched. We now reconcile each month as a stand alone and have made progress working with BCWSA by communicating the reports needed to capture all activity for the month. As such, we have been able to reconcile May within materiality thresholds. We are anticipating that June and the months to follow will also reconcile.
- All other Revenues and Expenditures for May are consistent with previous years.
- All ARPA monies must be obligated by December 31, 2024, and paid out as of December 31, 2026. The current amount left to spend as of May 31, 2023, is \$989,793.20.
- I have sent an email giving notice to terminate the E-Collect agreement signed April 4, 2022. This agreement was for E-collect to access, audit and collect delinquent mercantile and business privilege taxes. LGT was to receive monthly reports on progress. To date no reports or communication regarding any collections, attempt at collections, or reports of zero collections have been received. As the agreement, unless terminated was for 2 years with two 1-year extensions, I terminated per the township manager.

**Lower Gwynedd Township**  
**Fund Balances as of May 31, 2023**

<u>FUND #</u>	<u>FUND</u>	<u>FUND BALANCE @ 01/01/2023</u>	<u>(INCREASE)DECREASE THRU MAY 2023</u>	<u>FUND BALANCE @ 05/31/2023</u>
01	GENERAL	-7,681,781.25	-2,519,745.33	-10,201,526.58
02	STREET LIGHT	-26,415.45	-20,532.65	-46,948.10
03	FIRE PROTECTION	-30,840.80	-53,228.85	-84,069.65
04	FIRE HYDRANT	-65,930.77	-19,680.77	-85,611.54
05	RECREATION	1,749.23	-145,611.91	-143,862.68
08	SEWER OP	-5,703,742.57	-644,440.78	-6,348,183.35
09	SEWER CAPITAL	-3,690,003.56	-66,092.22	-3,756,095.78
16	ACQ OPEN SPACE	-2,141,541.30	-40,178.86	-2,181,720.16
30	CAPITAL RESERVE	-3,686,885.19	-887,281.00	-4,574,166.19
31	STORMWATER MNGMNT	-574,856.92	-43,208.72	-618,065.64
33	TRAFFIC IMPACT	-1,691,266.66	37,244.75	-1,654,021.91
35	HIGHWAY AID	-271,125.34	-392,699.18	-663,824.52
<b>Totals</b>		-25,562,640.58	-4,795,455.52	-30,358,096.10

NOTE: REVENUE AND FUND BALANCES ARE NORMALLY A (CREDIT) BALANCE. THIS IS DEPICTED IN (PARENTHESIS ) OR A DASH BEFORE  
NEGATIVE BALANCES ARE DEPICTED IN RED

**YTD BUDGET REPORT WITH ACTUALS  
2020/2021/2022/2023**



06/16/2023  
12:51:22

Lower Gwynedd Township  
YTD BUDGET REPORT WITH PRIOR YEARS  
THRU MAY 2020/2021/2022/2023  
FOR PERIOD 05 OF 2023

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ACCOUNTS FOR: 01 GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
301 REAL ESTATE TAXES	-862,894.40	-881,175.92	-934,940.38	-986,000.28	-1,069,000.00
310 LOCAL TAX ACT 511	-3,007,433.75	-2,811,680.98	-3,824,230.15	-4,220,108.84	-7,160,000.00
321 BUSINESS LICENSES & PRMTS	-156,570.41	-154,603.65	-122,733.68	-150,851.14	-295,650.00
322 NON-BUSINESS LICENSE/PRMT	-5,930.00	-3,190.00	-4,660.00	-6,555.00	-12,000.00
331 FINES	-2,478.29	-2,941.94	-1,467.65	-2,171.06	-12,000.00
341 INTEREST EARNINGS	-18,490.74	-3,070.19	-8,211.35	-93,737.62	-84,000.00
342 RENTS & ROYALTIES	-55,840.14	-57,515.35	-59,240.81	-61,018.04	-275,163.00
354 ST. CAPITAL & OP. GRANTS	.00	.00	.00	.00	-2,500.00
355 STATE SHARED REV & ENTLMT	-200.00	-200.00	.00	-200.00	-443,805.00
358 LOCAL GOVT ENTITLEMENT	.00	.00	.00	.00	-24,300.00
361 DEPT EARNINGS-GEN GOVT	-19,652.38	-23,472.09	-16,612.55	-17,688.73	-36,000.00
362 DEPT EARNGS-PUBLIC SAFETY	-192,993.29	-262,042.64	-246,120.39	-326,487.20	-583,870.00
363 DEPT EARNGS-HGHWYS & STS	.00	-3,810.00	-3,900.00	-3,990.00	-3,900.00
380 MISCELLANEOUS REVENUE	-85.41	-1,854.80	-9.00	-1,151.96	-2,500.00
387 CONTRIBUTIONS & DONATIONS	.00	-30,885.00	.00	.00	-38,250.00
392 INTERFUND OPERATING TRANS	.00	.00	.00	-332.07	-7,877.00
400 GEN GOVT-LEGISLATIVE BODY	54,874.26	52,287.17	44,054.82	66,565.19	173,467.00
401 GEN GOVT-EXECUTIVE	179,008.52	175,810.32	170,549.62	122,050.46	361,439.00
402 GEN GOVT-FINANCIAL ADMIN	101,552.09	93,630.80	93,993.70	182,429.14	340,730.00
403 GEN GOVT-TAX COLLECTION	50,153.17	43,202.23	53,741.75	60,644.33	105,110.00
404 GEN GOVT-LAW	36,739.66	12,598.00	39,008.79	46,957.98	120,175.00
408 GEN GOVT-ENGINEER	20,653.31	38,196.80	41,375.19	37,886.39	135,000.00
409 GEN GOVT-BUILDNGS & PLANT	66,209.82	87,528.66	110,106.83	93,935.59	278,156.00
410 GEN GOVT-POLICE	1,248,621.26	1,175,707.91	1,267,231.07	1,502,139.84	4,198,595.00
411 GEN GOVT-FIRE	.00	.00	.00	.00	137,473.00
412 AMBULANCE	.00	.00	.00	30,000.00	30,000.00
413 GEN GOVT-CODE ENFORCEMENT	4,575.00	13,489.75	5,701.00	4,211.75	34,200.00
414 GEN GOVT-PLANING & ZONING	145,695.01	163,682.84	159,708.42	183,248.44	639,625.00
415 GEN GOVT-EMERGNCY MANGMNT	.00	.00	.00	.00	700.00
427 SANITATN-SOLID WASTE DISP	.00	.00	4,450.00	6,850.00	8,000.00
429 PUBLK WORKS-WASTEWTR COLL	65.68	473.58	1,027.83	.00	.00
430 PUB WORKS-HIGHWAY RDS STS	234,133.44	240,773.96	220,957.74	229,510.81	735,038.00
431 CLEANING STREETS & GUTTER	.00	3,861.63	75.00	.00	10,000.00
432 PUBLK WORKS-SNOW/ICE REMV	4,047.64	45,270.02	23,083.15	4,397.31	48,000.00
433 PUBLK WORKS-TRAFFIC	20,249.16	4,361.58	6,175.80	62,788.72	34,000.00
434 PUBLK WORKS-STREET LGHTNG	684.23	2,472.71	837.70	725.33	3,700.00
436 MAINTENANCE STORM SEWERS	8,463.06	6,865.73	2,670.80	10,901.71	17,500.00
437 PUBLK WORKS-REPR TOOL&MAC	27,562.73	26,839.17	34,263.22	36,165.14	77,184.00
438 PUBLK WORKS-HIGHWAY MAINT	2,622.60	7,768.34	1,511.41	3,849.43	15,500.00
461 OPEN SPACE CONSERVATION	590.27	1,099.50	1,166.30	1,448.05	20,000.00
486 INSURANCE	91,659.08	89,472.18	26,794.90	35,319.12	62,538.00
487 EMPLOYEE BENEFITS	8,327.67	18,889.44	6,526.18	8,146.88	87,303.00
491 REFUND PRIOR YEAR REVENUES	.00	1,099.69	-248.66	.00	2,000.00
492 INTERFUND OPERATING TRANS	-6.93	.00	.00	620,375.00	1,983,161.00

06/16/2023  
12:51:23

Lower Gwynedd Township  
YTD BUDGET REPORT WITH PRIOR YEARS  
THRU MAY 2020/2021/2022/2023  
FOR PERIOD 05 OF 2023

PAGE 2  
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ACCOUNTS FOR: 01	GENERAL FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
<hr/>						
	TOTAL GENERAL FUND	-2,016,088.08	-1,931,060.55	-2,907,363.40	-2,519,745.33	-392,221.00
	TOTAL REVENUES	-4,322,568.81	-4,236,442.56	-5,222,125.96	-5,870,291.94	-10,050,815.00
	TOTAL EXPENSES	2,306,480.73	2,305,382.01	2,314,762.56	3,350,546.61	9,658,594.00
	TOTAL 01 GENERAL FUND	-2,016,088.08	-1,931,060.55	-2,907,363.40	-2,519,745.33	-392,221.00

06/16/2023  
12:51:24

Lower Gwynedd Township  
YTD BUDGET REPORT WITH PRIOR YEARS  
THRU MAY 2020/2021/2022/2023  
FOR PERIOD 05 OF 2023

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ACCOUNTS FOR:	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
02 STREET LIGHT FUND					
301 REAL ESTATE TAXES	-14,375.03	-14,273.69	-14,386.21	-23,399.04	-16,800.00
341 INTEREST EARNINGS	-233.69	-7.19	-22.57	-475.63	-500.00
434 PUBLIC WORKS-STREET LGHTNG	2,924.50	5,915.02	4,956.88	3,342.02	13,781.00
TOTAL STREET LIGHT FUND	-11,684.22	-8,365.86	-9,451.90	-20,532.65	-3,519.00
TOTAL REVENUES	-14,608.72	-14,280.88	-14,408.78	-23,874.67	-17,300.00
TOTAL EXPENSES	2,924.50	5,915.02	4,956.88	3,342.02	13,781.00
TOTAL 02 STREET LIGHT FUND	-11,684.22	-8,365.86	-9,451.90	-20,532.65	-3,519.00

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ACCOUNTS FOR: 03 FIRE PROTECTION FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
301 REAL ESTATE TAXES	-164,660.76	-168,152.81	-177,784.24	-181,576.51	-200,100.00
341 INTEREST EARNINGS	-131.32	-5.23	-7.96	-3,252.34	-2,400.00
392 INTERFUND OPERATING TRANS	.00	.00	.00	.00	-165,000.00
480 MISC EXPENDITURES	.00	.00	.00	.00	202,500.00
489 OTHER MISCELLANEOUS EXPENDITUR	2,982.89	.00	.00	131,600.00	165,000.00
TOTAL FIRE PROTECTION FUND	-161,809.19	-168,158.04	-177,792.20	-53,228.85	.00
TOTAL REVENUES	-164,792.08	-168,158.04	-177,792.20	-184,828.85	-367,500.00
TOTAL EXPENSES	2,982.89	.00	.00	131,600.00	367,500.00
TOTAL 03 FIRE PROTECTION FUND	-161,809.19	-168,158.04	-177,792.20	-53,228.85	.00

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ACCOUNTS FOR: 04 FIRE HYDRANT FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
301 REAL ESTATE TAXES	-33,732.17	-34,433.01	-35,632.66	-37,037.35	-41,200.00
341 INTEREST EARNINGS	-320.41	-10.98	-67.71	-1,329.54	-1,200.00
411 GEN GOVT-FIRE	14,824.72	14,824.72	15,651.07	18,686.12	42,700.00
TOTAL FIRE HYDRANT FUND	-19,227.86	-19,619.27	-20,049.30	-19,680.77	300.00
TOTAL REVENUES	-34,052.58	-34,443.99	-35,700.37	-38,366.89	-42,400.00
TOTAL EXPENSES	14,824.72	14,824.72	15,651.07	18,686.12	42,700.00
TOTAL 04 FIRE HYDRANT FUND	-19,227.86	-19,619.27	-20,049.30	-19,680.77	300.00

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ACCOUNTS FOR: 05 RECREATION FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
301 REAL ESTATE TAXES	-321,428.30	-328,135.04	-347,045.92	-367,505.56	-391,500.00
341 INTEREST EARNINGS	-1,548.36	-68.54	-178.98	-4,291.56	-4,200.00
361 DEPT EARNINGS-GEN GOVT	.00	-5,500.00	-5,505.00	.00	-24,340.00
367 DEPT EARNINGS-CULTURE REC	-3,115.00	-2,345.00	-5,530.00	-18,830.00	-44,200.00
387 CONTRIBUTIONS & DONATIONS	-502.00	-100.00	-85.93	-25.00	-100.00
392 INTERFUND OPERATING TRANS	.00	.00	.00	.00	-200,000.00
437 PUBLI WORKS-REPR TOOL&MAC	1,844.76	1,937.88	3,468.62	4,433.22	12,000.00
451 CULTURE-RECREATION ADMIN	44,612.64	39,707.66	47,168.72	55,916.76	148,406.00
452 PARTICIPANT RECREATION	.00	.00	.00	.00	14,662.00
453 RECREATION EVENTS	264.00	.00	345.67	2,039.54	19,500.00
454 PARKS	98,608.20	111,989.31	136,363.94	167,415.60	410,948.00
456 YOUTH PROGRAMS	.00	.00	.00	.00	1,100.00
459 ADULT PROGRAMS	972.00	.00	.00	1,215.00	1,500.00
486 INSURANCE	7,282.96	6,022.96	2,111.18	7,826.39	14,893.00
487 EMPLOYEE BENEFITS	6,037.74	7,125.73	5,634.46	6,193.70	30,571.00
TOTAL RECREATION FUND	-166,971.36	-169,365.04	-163,253.24	-145,611.91	-10,760.00
TOTAL REVENUES	-326,593.66	-336,148.58	-358,345.83	-390,652.12	-664,340.00
TOTAL EXPENSES	159,622.30	166,783.54	195,092.59	245,040.21	653,580.00
TOTAL 05 RECREATION FUND	-166,971.36	-169,365.04	-163,253.24	-145,611.91	-10,760.00

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ACCOUNTS FOR: 08 SEWER FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
341 INTEREST EARNINGS	-13,587.98	-439.56	-1,974.74	-29,063.38	-35,000.00
361 DEPT EARNINGS-GEN GOVT	-142.80	-300.00	-172.50	.00	-900.00
364 DEPT EARNGS-SANITATION	-1,317,756.65	-1,366,939.21	-1,305,466.20	-1,411,225.00	-2,867,268.00
383 SPECIAL ASSESSMENTS	-1,619.82	-540.04	.00	-900.00	-1,000.00
402 GEN GOVT-FINANCIAL ADMIN	12,156.38	12,528.25	7,022.71	7,343.98	20,000.00
404 GEN GOVT-LAW	.00	9,318.00	2,658.76	-3,035.76	15,000.00
408 GEN GOVT-ENGINEER	5,410.58	8,583.23	3,528.56	.00	30,000.00
409 GEN GOVT-BUILDNGS & PLANT	.00	.00	.00	.00	127,200.00
429 PUBLIC WORKS-WASTEWTR COLL	401,579.28	615,900.77	658,782.97	742,046.39	1,865,450.00
486 INSURANCE	4,375.72	4,121.48	1,935.30	992.04	1,318.00
487 EMPLOYEE BENEFITS	47,379.36	31,314.34	42,671.00	49,400.95	115,513.00
492 INTERFUND OPERATING TRANS	.00	.00	.00	.00	607,877.00
TOTAL SEWER FUND	-862,205.93	-686,452.74	-591,014.14	-644,440.78	-121,810.00
TOTAL REVENUES	-1,333,107.25	-1,368,218.81	-1,307,613.44	-1,441,188.38	-2,904,168.00
TOTAL EXPENSES	470,901.32	681,766.07	716,599.30	796,747.60	2,782,358.00
TOTAL 08 SEWER FUND	-862,205.93	-686,452.74	-591,014.14	-644,440.78	-121,810.00

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ACCOUNTS FOR: 09 SEWER CAPITAL RESERVE	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
341 INTEREST EARNINGS	-10,511.61	-567.03	-4,046.33	-76,948.06	-84,000.00
392 INTERFUND OPERATING TRANS	.00	.00	.00	.00	-600,000.00
409 GEN GOVT-BUILDNGS & PLANT	.00	.00	9,149.75	.00	12,500.00
429 PUBLIC WORKS-WASTEWTR COLL	.00	.00	.00	.00	70,000.00
439 CONSTRUCTION & REBUILDING	.00	1,983.21	21,251.38	10,855.84	542,000.00
TOTAL SEWER CAPITAL RESERVE	-10,511.61	1,416.18	26,354.80	-66,092.22	-59,500.00
TOTAL REVENUES	-10,511.61	-567.03	-4,046.33	-76,948.06	-684,000.00
TOTAL EXPENSES	.00	1,983.21	30,401.13	10,855.84	624,500.00
TOTAL 09 SEWER CAPITAL RESERVE	-10,511.61	1,416.18	26,354.80	-66,092.22	-59,500.00



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ACCOUNTS FOR:	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
16 ACQUISITION OF OPEN SPAC					
341 INTEREST EARNINGS	-5,940.99	-294.65	-1,794.96	-43,378.86	-48,000.00
342 RENTS & ROYALTIES	.00	-7,875.00	-6,500.00	.00	.00
408 GEN GOVT-ENGINEER	1,642.50	13,308.56	.00	.00	.00
454 PARKS	6,350.00	68,674.77	.00	3,200.00	65,000.00
TOTAL ACQUISITION OF OPEN SPAC	2,051.51	73,813.68	-8,294.96	-40,178.86	17,000.00
TOTAL REVENUES	-5,940.99	-8,169.65	-8,294.96	-43,378.86	-48,000.00
TOTAL EXPENSES	7,992.50	81,983.33	.00	3,200.00	65,000.00
TOTAL 16 ACQUISITION OF OPEN SPAC	2,051.51	73,813.68	-8,294.96	-40,178.86	17,000.00

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ACCOUNTS FOR: 30 CAPITAL RESERVE FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
<b>341 INTEREST EARNINGS</b>	-20,840.94	-3,095.27	-6,854.75	-93,468.69	-100,000.00
351 FEDERAL GRANTS	.00	.00	.00	-250,000.00	.00
354 ST. CAPITAL & OP. GRANTS	177.07	.00	.00	.00	-203,120.00
391 FIXED ASSETS PROCEEDS	.00	.00	.00	.00	-25,000.00
392 INTERFUND OPERATING TRANS	.00	.00	.00	-600,000.00	-600,000.00
401 GEN GOVT-EXECUTIVE	81.98	.00	.00	.00	1,092,852.00
407 DATA PROCESSING	.00	.00	938.98	6,426.00	14,100.00
409 GEN GOVT-BUILDNGS & PLANT	.00	311,278.00	30,782.38	675.00	125,000.00
410 GEN GOVT-POLICE	9,093.93	.00	425.00	.00	204,000.00
411 GEN GOVT-FIRE	.00	.00	300,000.00	.00	.00
430 PUB WORKS-HIGHWAY RDS STS	.00	11,912.07	.00	.00	113,000.00
439 CONSTRUCTION & REBUILDING	16,105.24	40,557.93	28,264.23	16,731.38	584,000.00
454 PARKS	8,375.30	17,395.06	9,256.36	32,355.31	589,000.00
492 INTERFUND OPERATING TRANS	.00	.00	.00	.00	203,120.00
TOTAL CAPITAL RESERVE FUND	12,992.58	378,047.79	362,812.20	-887,281.00	1,996,952.00
TOTAL REVENUES	-20,663.87	-3,095.27	-6,854.75	-943,468.69	-928,120.00
TOTAL EXPENSES	33,656.45	381,143.06	369,666.95	56,187.69	2,925,072.00
TOTAL 30 CAPITAL RESERVE FUND	12,992.58	378,047.79	362,812.20	-887,281.00	1,996,952.00

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ACCOUNTS FOR:	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
31 STORMWATER MANAGEMENT					
341 INTEREST EARNINGS	.00	-80.44	-395.42	-6,508.76	-7,200.00
387 CONTRIBUTIONS & DONATIONS	.00	.00	-77,430.50	-55,495.00	-451,500.00
392 INTERFUND OPERATING TRANS	.00	.00	.00	4,931.10	-203,120.00
446 STORMWATER MANAGEMENT	11,133.70	2,726.25	10,009.00	13,863.94	448,500.00
TOTAL STORMWATER MANAGEMENT	11,133.70	2,645.81	-67,816.92	-43,208.72	-213,320.00
TOTAL REVENUES	.00	-80.44	-77,825.92	-57,072.66	-661,820.00
TOTAL EXPENSES	11,133.70	2,726.25	10,009.00	13,863.94	448,500.00
TOTAL 31 STORMWATER MANAGEMENT	11,133.70	2,645.81	-67,816.92	-43,208.72	-213,320.00

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ACCOUNTS FOR: 33 TRAFFIC IMPACT FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
341 INTEREST EARNINGS	-3,261.79	-206.45	-646.73	-31,159.95	-36,000.00
354 ST. CAPITAL & OP. GRANTS	.00	-278,938.62	.00	.00	-2,394,351.00
357 LOCAL GOVERNMENT GRANT	.00	.00	.00	.00	-45,000.00
361 DEPT EARNINGS-GEN GOVT	-2,285.00	-11,425.00	-75,405.00	.00	-361,500.00
392 INTERFUND OPERATING TRANS	.00	.00	.00	.00	-700,000.00
402 GEN GOVT-FINANCIAL ADMIN	.00	.00	492.50	18,528.30	60,000.00
433 PUBLIC WORKS-TRAFFIC	14,375.32	471,464.71	36,197.74	44,523.02	3,065,000.00
439 CONSTRUCTION & REBUILDING	.00	.00	.00	5,353.38	690,445.00
TOTAL TRAFFIC IMPACT FUND	8,828.53	180,894.64	-39,361.49	37,244.75	278,594.00
TOTAL REVENUES	-5,546.79	-290,570.07	-76,051.73	-31,159.95	-3,536,851.00
TOTAL EXPENSES	14,375.32	471,464.71	36,690.24	68,404.70	3,815,445.00
TOTAL 33 TRAFFIC IMPACT FUND	8,828.53	180,894.64	-39,361.49	37,244.75	278,594.00

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ACCOUNTS FOR: 35 HIGHWAY AID FUND	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
341 INTEREST EARNINGS	-2,287.65	-159.05	-606.42	-9,984.44	-16,000.00
355 STATE SHARED REV & ENLMT	-377,620.57	-348,150.90	-359,978.98	-368,867.51	-363,634.00
363 DEPT EARNGS-HGHWYS & STS	-3,720.00	.00	.00	.00	.00
392 INTERFUND OPERATING TRANS	.00	.00	.00	-20,375.00	.00
432 PUBLK WORKS-SNOW/ICE REMV	8,830.97	36,264.99	37,144.48	6,527.77	30,000.00
433 PUBLK WORKS-TRAFFIC	3,899.28	965.63	.00	.00	.00
439 CONSTRUCTION & REBUILDING	.00	.00	.00	.00	483,000.00
TOTAL HIGHWAY AID FUND	-370,897.97	-311,079.33	-323,440.92	-392,699.18	133,366.00
TOTAL REVENUES	-383,628.22	-348,309.95	-360,585.40	-399,226.95	-379,634.00
TOTAL EXPENSES	12,730.25	37,230.62	37,144.48	6,527.77	513,000.00
TOTAL 35 HIGHWAY AID FUND	-370,897.97	-311,079.33	-323,440.92	-392,699.18	133,366.00
GRAND TOTAL	-3,584,382.99	-2,657,473.58	-3,918,671.47	-4,795,123.45	1,625,082.00



LOWER GWYNEDD TOWNSHIP  
INVOICE HISTORY REPORT

The Lower Gwynedd Township Board of Supervisors hereby approve the Invoice History Report by General Ledger Account for the period May 1, through the 31st 2023, in the amount of \$788,841.31.

NOTES OF INTEREST:

Page 05	01412.520	\$	30,000.00	Community Ambulance Assoc. of Ambler 2023 Contribution.
Page 10	03489.900	\$	34,300.00	North Penn Fire Company 2023 budget contribution.
Page 10	03489.910	\$	97,300.00	Wissahickon Fire Company 2023 budget contribution.
Page 12	08200.300	\$	32,920.80	Refund of sewer overpayment/AY Commercial.
Page 13	08429.300	\$	264,828.29	AWWTP Q2 Operating allocation.
Page 14	08429.730	\$	8,907.84	AWWTP Q1 Capital allocation.
Page 14	30454.600	\$	9,467.40	Liner/storm drain for park project.

Accompanying this report is a copy of the PLGIT Corporate Master Card charges incurred for Sandi Feight-Hicks, Chief Paul Kenny, Jamie Worman and Public Works. If a copy is not attached there was a "zero" balance.

For the month of May, vendors 3924 through 3928 were added, copy attached.

DATE: 6/5/2023  
TIME: 11:58:34AM

**LOWER GWYNEDD TOWNSHIP  
INVOICE HISTORY LIST**

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FD. ACCOUNT #	ACCOUNT DESCRIPTION	CHK #	DATE	VENDOR	ITEM DESCRIPTION	ITEM AMOUNT
<b>FOR CHECKS DATED FROM 5/1/2023 TO 5/31/2023</b>						
<b>01 - GENERAL FUND</b>						
01235 - 100	DUE TO PA COMMONWEALTH - UCC	478	05/05/2023	MASTERCARD	MASTER CARD	1,120.50
01322 - 820	R.O.P. - ST. ENCROACHMENT	101299	05/30/2023	DANELLA LINE SERVICES	PERMIT REFUND	290.00
01400 - 153	DISABILITY & LIFE INS.	101339	05/30/2023	STANDARD INSURANCE COMPANY	JUNE 2023 DIS INS	91.75
01400 - 156	HEALTH INSURANCE	101241	05/09/2023	DELAWARE VALLEY HEALTH TRUST	HEALTH INSURANCE	8,048.03
01400 - 220	OPERATING SUPPLIES	478	05/05/2023	MASTERCARD	MASTER CARD	30.00
01400 - 220	OPERATING SUPPLIES		05/05/2023	MASTERCARD		327.85
01400 - 220	OPERATING SUPPLIES	101316	05/30/2023	J I BRADLEY	SYMPATHY BASKET	107.99
01400 - 220	OPERATING SUPPLIES	101324	05/30/2023	OLD YORK ROAD COUNTRY CLUB	VOLUTEER BAKQUET DEPOSIT	250.00
01400 - 316	PROF SERV-NEWSLTR & WEB SITE	478	05/05/2023	MASTERCARD	MASTER CARD	52.50
01400 - 320	COMMUNICATION	101348	05/30/2023	VERIZON	PHONE CHARGES	332.00
01400 - 320	COMMUNICATION	101350	05/30/2023	VERIZON WIRELESS		200.05
01400 - 460	MEETINGS/CONFERENCES	478	05/05/2023	MASTERCARD	MASTER CARD	-195.00
01400 - 460	MEETINGS/CONFERENCES	101318	05/30/2023	M.C.A.T.O.	MCATO DUES	121.00
01401 - 153	DISABILITY & LIFE INS.	101339	05/30/2023	STANDARD INSURANCE COMPANY	JUNE 2023 DIS INS	281.65
01401 - 156	HEALTH INSURANCE	101241	05/09/2023	DELAWARE VALLEY HEALTH TRUST	HEALTH INSURANCE	139.71
01401 - 200	SUPPLIES-OFFICE SUPPLIES	101271	05/09/2023	STAPLES	OFFICE SUPPLIES	33.23
01401 - 200	SUPPLIES-OFFICE SUPPLIES	101300	05/30/2023	DAVID A. MORGAN	MIMI/BUSINESS CARDS	55.00
01401 - 200	SUPPLIES-OFFICE SUPPLIES	101340	05/30/2023	STAPLES	OFFICE SUPPLIES	187.08
01401 - 320	COMMUNICATION	101350	05/30/2023	VERIZON WIRELESS	PHONE CHARGES	66.39
01401 - 340	ADVERTISING/PRINTING	101284	05/30/2023	21ST CENTURY MEDIA NEWSPAPER, LLC	ADVERTISTING	961.92
01401 - 370	REPAIRS & MAINTENANCE	101231	05/09/2023	ADOBE SYSTEMS INCORPORATED	ADOBE	1,151.52
01401 - 370	REPAIRS & MAINTENANCE	101259	05/09/2023	KONICA MINOLTA BUSINESS SOLUTIONS US.	COMPUTER MAINTENANCE	1,377.00
01401 - 370	REPAIRS & MAINTENANCE	101270	05/09/2023	RICOH USA INC	COPIER SERVICES	176.57

DATE: 6/5/2023  
TIME: 11:58:34AM

**LOWER GWYNEDD TOWNSHIP  
INVOICE HISTORY LIST**

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FD. ACCOUNT #	ACCOUNT DESCRIPTION	CHK #	DATE	VENDOR	ITEM DESCRIPTION	ITEM AMOUNT
<b>FOR CHECKS DATED FROM 5/1/2023 TO 5/31/2023</b>						
01401 - 370	REPAIRS & MAINTENANCE	101333	05/30/2023	RICOH USA INC	COPIER SERVICES	176.57
01401 - 370	REPAIRS & MAINTENANCE		05/30/2023	RICOH USA INC		855.73
01401 - 420	DUES & SUBSCRIPTIONS	101273	05/09/2023	THE LANSDALE REPORTER	REPORTER SUBSCRIPTION	19.00
01401 - 460	MEETINGS/CONFERENCES	101341	05/30/2023	THE PARTNERSHIP TMA	TMA PARTNERSHIP MEETING	35.00
01402 - 153	DISABILITY & LIFE INS.	101339	05/30/2023	STANDARD INSURANCE COMPANY	JUNE 2023 DIS INS	329.99
01402 - 156	HEALTH INSURANCE	101241	05/09/2023	DELAWARE VALLEY HEALTH TRUST	HEALTH INSURANCE	1,591.97
01402 - 310	PROFESSIONAL SERVICES	101282	05/09/2023	FEDEX	FEDEX CHARGES	8.28
01402 - 310	PROFESSIONAL SERVICES	101272	05/09/2023	STEVEN M. WIESNER	FINANCIAL SERVICES	8,960.00
01402 - 310	PROFESSIONAL SERVICES	101277	05/09/2023	US BANK	NUP FEE MARCH 2023	155.15
01402 - 310	PROFESSIONAL SERVICES	101295	05/30/2023	BEE, BERGVALL & COMPANY P.C.	FINANCIAL SERVICES	4,060.00
01402 - 310	PROFESSIONAL SERVICES		05/30/2023	BEE, BERGVALL & COMPANY P.C.		4,480.00
01402 - 311	PROFESSIONAL SERVICES-NONUNIFO	101268	05/09/2023	PFM ASSET MANAGEMENT LLC	PP/NUP/OPEB FEES MARCH 2023	1,254.37
01404 - 310	LEGAL SERVICES	101244	05/09/2023	ECKERT SEAMANS CHERIN & MELLOTT, LLC	LEGAL SERVICES	1,365.00
01404 - 310	LEGAL SERVICES		05/09/2023	ECKERT SEAMANS CHERIN & MELLOTT, LLC		7,801.26
01404 - 310	LEGAL SERVICES	101308	05/30/2023	GENERAL CODE PUBLISHERS CORP.	CODE ANALYSIS	546.00
01408 - 310	PROFESSIONAL SERVICES	101266	05/09/2023	PENN E & R	SOIL/GROUND WATER TESTING	4,028.78
01409 - 156	HEALTH INSURANCE	101241	05/09/2023	DELAWARE VALLEY HEALTH TRUST	HEALTH INSURANCE	2,605.32
01409 - 220	SUPPLIES	101291	05/30/2023	ARAMSCO, INC.	BUILDING SUPPLIES	89.02
01409 - 320	TELEPHONE	101248	05/09/2023	FLOUNDERS COMMUNICATIONS	PHONE CHARGES	89.00
01409 - 320	TELEPHONE		05/09/2023	FLOUNDERS COMMUNICATIONS		103.87
01409 - 320	TELEPHONE	101349	05/30/2023	VERIZON BUSINESS NETWORK SERVICES, IN		620.67
01409 - 360	UTILITIES	101265	05/09/2023	PECO ENERGY	PECO BARN	38.74
01409 - 360	UTILITIES		05/09/2023	PECO ENERGY	PECO 917 GARAGE	44.04
01409 - 360	UTILITIES		05/09/2023	PECO ENERGY	PECO INGERSOL	103.50



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01409 - 360	UTILITIES	101265	05/09/2023	PECO ENERGY	PECO LGT	388.09
01409 - 360	UTILITIES		05/09/2023	PECO ENERGY		1,613.99
01409 - 360	UTILITIES	101321	05/30/2023	NORTH WALES WATER AUTHORITY	WATER CHARGES	13.80
01409 - 360	UTILITIES		05/30/2023	NORTH WALES WATER AUTHORITY		13.80
01409 - 360	UTILITIES		05/30/2023	NORTH WALES WATER AUTHORITY		298.71
01409 - 360	UTILITIES	101327	05/30/2023	PECO ENERGY	PECO 917 GARAGE	46.33
01409 - 370	REPAIRS & MAINTENANCE	101237	05/09/2023	BRIGHTVIEW HOLDINGS, INC.	MOWING SERVICES	2,260.00
01409 - 370	REPAIRS & MAINTENANCE	101243	05/09/2023	DENNEY ELECTRIC SUPPLY	LIGHT BULBS	22.00
01409 - 370	REPAIRS & MAINTENANCE	101245	05/09/2023	FASTENAL COMPANY	SCREWS	9.07
01409 - 370	REPAIRS & MAINTENANCE	101256	05/09/2023	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES/TOOLS	62.96
01409 - 370	REPAIRS & MAINTENANCE		05/09/2023	HOME DEPOT CREDIT SERVICES		174.43
01409 - 370	REPAIRS & MAINTENANCE	101275	05/09/2023	TUSTIN GROUP, LLC	ALARM/SPRINKLER INSPECTION	71.23
01409 - 370	REPAIRS & MAINTENANCE		05/09/2023	TUSTIN GROUP, LLC	ALARM PANEL REPAIR	1,665.40
01409 - 370	REPAIRS & MAINTENANCE	101278	05/09/2023	VALLEY FORGE SECURITY CENTER	POLICE DOOR REPAIR	132.00
01409 - 370	REPAIRS & MAINTENANCE	101286	05/30/2023	ALLEN J. FEDEZKO	JANITORIAL SERVICES	1,487.50
01409 - 370	REPAIRS & MAINTENANCE	101290	05/30/2023	APEX ELEVATOR INSPECTION AND TESTING	ELEVATOR INSPECTION	70.00
01409 - 370	REPAIRS & MAINTENANCE	101296	05/30/2023	CAPASSO PEST SERVICES LLC	PEST CONTROL	579.00
01409 - 370	REPAIRS & MAINTENANCE	101302	05/30/2023	DELCO SOLUTIONS, LLC	AV MAINTENANCE	195.00
01409 - 370	REPAIRS & MAINTENANCE		05/30/2023	DELCO SOLUTIONS, LLC		195.00
01409 - 370	REPAIRS & MAINTENANCE	101305	05/30/2023	EXCEL PLUMBING	ELEVATOR MAINTENANCE	74.54
01409 - 370	REPAIRS & MAINTENANCE	101314	05/30/2023	HEALTH MATS COMPANY	MAT SERVICE	71.35
01409 - 370	REPAIRS & MAINTENANCE	101328	05/30/2023	PENN DETROIT DIESEL ALLISON. LLC	GENERATOR SERVICE	647.36
01409 - 370	REPAIRS & MAINTENANCE	101331	05/30/2023	REMCO, INC.	HVAC MAINTENANCE	258.75
01409 - 370	REPAIRS & MAINTENANCE		05/30/2023	REMCO, INC.		421.25

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01409 - 370	REPAIRS & MAINTENANCE	101331	05/30/2023	REMCO, INC.	HVAC MAINTENANCE	1,550.00
01409 - 370	REPAIRS & MAINTENANCE	101337	05/30/2023	SHIHADEN RENOVATIONS, LLC	FLOOR REFINISHING	2,405.75
01409 - 370	REPAIRS & MAINTENANCE	101344	05/30/2023	TUSTIN GROUP, LLC	HVAC MAINTENANCE	520.00
01409 - 370	REPAIRS & MAINTENANCE		05/30/2023	TUSTIN GROUP, LLC		1,200.00
01409 - 370	REPAIRS & MAINTENANCE	101345	05/30/2023	TUSTIN MECHANICAL SERVICES		235.00
01409 - 370	REPAIRS & MAINTENANCE	101347	05/30/2023	UNIFIRST FIRST AID CORPORATION	PADS FOR AED	993.29
01410 - 153	DISABILITY & LIFE INS.	101339	05/30/2023	STANDARD INSURANCE COMPANY	JUNE 2023 DIS INS	4,980.76
01410 - 156	HEALTH INSURANCE	101241	05/09/2023	DELAWARE VALLEY HEALTH TRUST	HEALTH INSURANCE	53,001.87
01410 - 200	SUPPLIES	101271	05/09/2023	STAPLES	OFFICE SUPPLIES	38.99
01410 - 200	SUPPLIES		05/09/2023	STAPLES		163.07
01410 - 200	SUPPLIES	101340	05/30/2023	STAPLES		44.66
01410 - 220	OPERATING SUPPLIES	478	05/05/2023	MASTERCARD	MASTER CARD	127.98
01410 - 220	OPERATING SUPPLIES	101263	05/09/2023	PA TURNPIKE TOLL BY PLATE	TOLLS	52.70
01410 - 220	OPERATING SUPPLIES	101342	05/30/2023	THOMAS J. MORRIS	AMMUNITION	329.85
01410 - 220	OPERATING SUPPLIES		05/30/2023	THOMAS J. MORRIS		576.14
01410 - 220	OPERATING SUPPLIES		05/30/2023	THOMAS J. MORRIS		1,152.28
01410 - 220	OPERATING SUPPLIES		05/30/2023	THOMAS J. MORRIS		2,304.56
01410 - 238	UNIFORMS	101307	05/30/2023	GALLS, LLC	BOOTS/FOWLER	224.94
01410 - 238	UNIFORMS	101320	05/30/2023	MCDONALD UNIFORM COMPANY, INC.	UNIFORM	102.34
01410 - 238	UNIFORMS		05/30/2023	MCDONALD UNIFORM COMPANY, INC.		264.29
01410 - 239	UNIFORM CLEANING	101335	05/30/2023	SANG CHUL LEE	UNIFORM CLEANING	60.70
01410 - 311	PROF. SERVICES - PENSION, OPEB	101268	05/09/2023	PFM ASSET MANAGEMENT LLC	PP/NUP/OPEB FEES MARCH 2023	3,751.58
01410 - 311	PROF. SERVICES - PENSION, OPEB	101277	05/09/2023	US BANK	OPEB MARCH 23 FEES	104.20
01410 - 311	PROF. SERVICES - PENSION, OPEB		05/09/2023	US BANK	PP FEES MARCH 2023	398.61

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01410 - 320	COMMUNICATIONS	101350	05/30/2023	VERIZON WIRELESS	PHONE CHARGES	677.35
01410 - 370	VEHICLE MAINTENANCE	101234	05/09/2023	AUTO PLUS-DOYLESTOWN	CYLINDER	87.25
01410 - 370	VEHICLE MAINTENANCE	101235	05/09/2023	BERGEY'S, INC.	AUTO REPAIRS/PARTS	682.42
01410 - 370	VEHICLE MAINTENANCE	101315	05/30/2023	HORSHAM CAR WASH INC.	POLICE CAR WASH	240.00
01410 - 370	VEHICLE MAINTENANCE	101325	05/30/2023	ORSINI AUTO REPAIR, INC.	EMISSION 45-10	41.39
01410 - 374	FUEL/ GASOLINE/ DIESEL	101329	05/30/2023	PETROLEUM TRADERS CORPORATION	FUEL	1,330.09
01410 - 374	FUEL/ GASOLINE/ DIESEL		05/30/2023	PETROLEUM TRADERS CORPORATION		1,525.87
01410 - 450	CONTRACTED SERVICES	101259	05/09/2023	KONICA MINOLTA BUSINESS SOLUTIONS US.	COMPUTER MAINTENANCE	1,377.00
01410 - 450	CONTRACTED SERVICES	101261	05/09/2023	MOTOROLA SOLUTIONS, INC.	CLOUD SOFTWARE/BODY CAMERAS	13,880.00
01410 - 450	CONTRACTED SERVICES	101330	05/30/2023	PRAETORIAN GROUP INC.	POLICE ACADEMY TRAINING/SUPPO	2,043.36
01410 - 450	CONTRACTED SERVICES	101333	05/30/2023	RICOH USA INC	COPIER SERVICES	366.73
01410 - 460	EDUCATN/MTGS/CONFS/TRAVL	478	05/05/2023	MASTERCARD	MASTER CARD	21.19
01410 - 460	EDUCATN/MTGS/CONFS/TRAVL		05/05/2023	MASTERCARD		53.87
01410 - 460	EDUCATN/MTGS/CONFS/TRAVL		05/05/2023	MASTERCARD		123.85
01410 - 460	EDUCATN/MTGS/CONFS/TRAVL		05/05/2023	MASTERCARD		130.84
01410 - 460	EDUCATN/MTGS/CONFS/TRAVL		05/05/2023	MASTERCARD		216.84
01410 - 460	EDUCATN/MTGS/CONFS/TRAVL		05/05/2023	MASTERCARD		849.00
01410 - 460	EDUCATN/MTGS/CONFS/TRAVL	101334	05/30/2023	RONALD C. CARTER	RIFLE TRAINING/VAIL	520.00
01410 - 480	PUBLIC PROGRAMS	478	05/05/2023	MASTERCARD	MASTER CARD	1,249.35
01410 - 700	CAPITAL PURCHASES	101285	05/30/2023	ADVANCED ELECTRONIC DESIGN, INC.	POLICE/IN CAR COMPUTERS	12,787.80
01412 - 520	AMBULANCE CONTRIBUTION	101239	05/09/2023	COMMUNITY AMBULANCE ASSOCIATION AN	CONTRIBUTION PER 2023 BUDGET	30,000.00
01413 - 311	PLUMBING INSPECTOR	101258	05/09/2023	KEYSTONE MUNICIPAL SERVICES, INC.	INSPECTION SERVICES	401.50
01413 - 311	PLUMBING INSPECTOR	101317	05/30/2023	KEYSTONE MUNICIPAL SERVICES, INC.	B & Z SERVICES	292.00
01413 - 311	PLUMBING INSPECTOR		05/30/2023	KEYSTONE MUNICIPAL SERVICES, INC.		474.50

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<b>FOR CHECKS DATED FROM 5/1/2023 TO 5/31/2023</b>						
01413 - 312	FIRE SAFETY INSPECTOR	101232	05/09/2023	ALBERT M. COMLY, JR.	FIRE MARSHAL RETAINER	600.00
01414 - 153	DISABILITY & LIFE INS.	101339	05/30/2023	STANDARD INSURANCE COMPANY	JUNE 2023 DIS INS	201.84
01414 - 156	HEALTH INSURANCE	101241	05/09/2023	DELAWARE VALLEY HEALTH TRUST	HEALTH INSURANCE	1,543.48
01414 - 200	OFFICE SUPPLIES	101323	05/30/2023	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	3.70
01414 - 200	OFFICE SUPPLIES	101340	05/30/2023	STAPLES		43.11
01414 - 310	PROF SERV- PLANNING & ZONING	101317	05/30/2023	KEYSTONE MUNICIPAL SERVICES, INC.	LAND PLANNER SERVICES	4,410.00
01414 - 311	PROF SERV- UCC INSPECTING	101257	05/09/2023	JOSEPH P. GROARKE	B & Z COMPENSATION	1,739.00
01414 - 311	PROF SERV- UCC INSPECTING	101258	05/09/2023	KEYSTONE MUNICIPAL SERVICES, INC.	INSPECTION SERVICES	7,592.00
01414 - 311	PROF SERV- UCC INSPECTING	101317	05/30/2023	KEYSTONE MUNICIPAL SERVICES, INC.	B & Z SERVICES	7,592.00
01414 - 311	PROF SERV- UCC INSPECTING		05/30/2023	KEYSTONE MUNICIPAL SERVICES, INC.		7,847.50
01414 - 314	PROF SERV- LEGAL (ZHB)	101238	05/09/2023	CAROL L. SKIPPER	LEGAL SERVICES	200.00
01414 - 316	PROF SERV - GIS/PERMIT PROGRAM	101274	05/09/2023	TRAISSR, LLC	TRAISSR	1,600.00
01414 - 316	PROF SERV - GIS/PERMIT PROGRAM	101343	05/30/2023	TRAISSR, LLC		1,600.00
01414 - 340	ADVERTISING/PRINTING/BINDING	101284	05/30/2023	21ST CENTURY MEDIA NEWSPAPER, LLC	ADVERTISING	827.82
01430 - 153	DISABILITY & LIFE INS.	101339	05/30/2023	STANDARD INSURANCE COMPANY	JUNE 2023 DIS INS	921.07
01430 - 156	HEALTH INSURANCE	101241	05/09/2023	DELAWARE VALLEY HEALTH TRUST	HEALTH INSURANCE	13,755.66
01430 - 220	HWY MAINT-GEN SERV/SUPPLS	101240	05/09/2023	COUNTY LINE FENCE COMPANY	POST CAPS/GALVANIZED PIPE	183.60
01430 - 220	HWY MAINT-GEN SERV/SUPPLS	101245	05/09/2023	FASTENAL COMPANY	SCREWS	9.07
01430 - 220	HWY MAINT-GEN SERV/SUPPLS	101250	05/09/2023	G. M. DECK & SONS	BUILDING SUPPLIES	89.52
01430 - 220	HWY MAINT-GEN SERV/SUPPLS	101256	05/09/2023	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES/TOOLS	274.41
01430 - 220	HWY MAINT-GEN SERV/SUPPLS	101270	05/09/2023	RICOH USA INC	COPIER SERVICES	43.95
01430 - 220	HWY MAINT-GEN SERV/SUPPLS	101276	05/09/2023	UNITED RENTALS (NORTH AMERICA), INC	GREEN MARKING PAINT	132.00
01430 - 220	HWY MAINT-GEN SERV/SUPPLS	101333	05/30/2023	RICOH USA INC	COPEIR SERVICES	180.20
01430 - 220	HWY MAINT-GEN SERV/SUPPLS	101336	05/30/2023	SANTINO CARLOMAGNO	CDL LICENSE RENEWAL	65.25

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01430 - 220	HWY MAINT-GEN SERV/SUPPLS	101351	05/30/2023	ZEP MANUFACTURING CO.	HORNET/WASP SPRAY	224.73
01430 - 238	CLOTHING & UNIFORMS	101247	05/09/2023	FISHERS TRUE VALUE HARDWARE INC.	GOGGLES	23.92
01430 - 238	CLOTHING & UNIFORMS	101298	05/30/2023	CURT LIVEZEY	WORK BOOTS/PANTS	147.29
01430 - 320	COMMUNICATION	101350	05/30/2023	VERIZON WIRELESS	PHONE CHARGES	75.32
01430 - 374	FUEL/ GASOLINE/ DIESEL	101267	05/09/2023	PETROLEUM TRADERS CORPORATION	FUEL	231.25
01430 - 374	FUEL/ GASOLINE/ DIESEL		05/09/2023	PETROLEUM TRADERS CORPORATION		1,259.32
01430 - 374	FUEL/ GASOLINE/ DIESEL	101329	05/30/2023	PETROLEUM TRADERS CORPORATION		141.42
01430 - 374	FUEL/ GASOLINE/ DIESEL		05/30/2023	PETROLEUM TRADERS CORPORATION		156.59
01430 - 374	FUEL/ GASOLINE/ DIESEL		05/30/2023	PETROLEUM TRADERS CORPORATION		506.11
01433 - 000	TRAFFIC SIGNALS	101293	05/30/2023	ARMOUR & SONS ELECTRIC, INC.	TRAFFIC SIGNAL REPAIRS	200.00
01433 - 000	TRAFFIC SIGNALS		05/30/2023	ARMOUR & SONS ELECTRIC, INC.		435.00
01433 - 000	TRAFFIC SIGNALS		05/30/2023	ARMOUR & SONS ELECTRIC, INC.		450.00
01433 - 000	TRAFFIC SIGNALS		05/30/2023	ARMOUR & SONS ELECTRIC, INC.		450.00
01433 - 000	TRAFFIC SIGNALS		05/30/2023	ARMOUR & SONS ELECTRIC, INC.		699.00
01433 - 000	TRAFFIC SIGNALS		05/30/2023	ARMOUR & SONS ELECTRIC, INC.		957.00
01433 - 000	TRAFFIC SIGNALS		05/30/2023	ARMOUR & SONS ELECTRIC, INC.		1,030.00
01433 - 000	TRAFFIC SIGNALS		05/30/2023	ARMOUR & SONS ELECTRIC, INC.		1,380.00
01433 - 000	TRAFFIC SIGNALS		05/30/2023	ARMOUR & SONS ELECTRIC, INC.		1,401.40
01433 - 000	TRAFFIC SIGNALS		05/30/2023	ARMOUR & SONS ELECTRIC, INC.		1,905.00
01433 - 000	TRAFFIC SIGNALS		05/30/2023	ARMOUR & SONS ELECTRIC, INC.		2,000.00
01433 - 000	TRAFFIC SIGNALS		05/30/2023	ARMOUR & SONS ELECTRIC, INC.		2,423.20
01433 - 000	TRAFFIC SIGNALS		05/30/2023	ARMOUR & SONS ELECTRIC, INC.		3,082.74
01433 - 000	TRAFFIC SIGNALS		05/30/2023	ARMOUR & SONS ELECTRIC, INC.		3,461.56
01433 - 000	TRAFFIC SIGNALS		05/30/2023	ARMOUR & SONS ELECTRIC, INC.		3,655.00

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01433 - 000	TRAFFIC SIGNALS	101293	05/30/2023	ARMOUR & SONS ELECTRIC, INC.	TRAFFIC SIGNAL REPAIRS	4,000.00
01433 - 000	TRAFFIC SIGNALS	101312	05/30/2023	H. A. WEIGAND, INC.	STREET SIGNS	252.00
01433 - 360	TRAFFIC SIGNAL UTILITIES	101265	05/09/2023	PECO ENERGY	PECO TRAFFIC SIGNALS	361.98
01434 - 360	STREET LIGHT UTILITIES		05/09/2023	PECO ENERGY	PECO CHURCHES	26.49
01434 - 360	STREET LIGHT UTILITIES	101327	05/30/2023	PECO ENERGY	PECO RED STONE LANE	9.68
01434 - 360	STREET LIGHT UTILITIES		05/30/2023	PECO ENERGY	PECO LGT	141.66
01436 - 245	STORM SEWER & DRAIN SUPPLIES	101255	05/09/2023	HIGHWAY MATERIALS, INC.	STONE	360.00
01436 - 245	STORM SEWER & DRAIN SUPPLIES	101289	05/30/2023	AMBLER COAL BUILDING SUPPLY	MORTAR MIX	57.77
01437 - 156	HEALTH INSURANCE	101241	05/09/2023	DELAWARE VALLEY HEALTH TRUST	HEALTH INSURANCE	1,502.32
01437 - 261	REPAIR TOOLS AND MACH	101234	05/09/2023	AUTO PLUS-DOYLESTOWN	DRAIN PAN	10.47
01437 - 261	REPAIR TOOLS AND MACH		05/09/2023	AUTO PLUS-DOYLESTOWN	CYLINDER	87.25
01437 - 261	REPAIR TOOLS AND MACH	101249	05/09/2023	FRANK CALLAHAN CO., INC.	TIMKEN CUP	17.00
01437 - 261	REPAIR TOOLS AND MACH	101254	05/09/2023	GROFF TRACTOR & EQUIPMENT, INC.	OIL FILTERS	11.40
01437 - 261	REPAIR TOOLS AND MACH	101264	05/09/2023	PAUL B. MOYER & SONS	CABLE KIT	30.87
01437 - 261	REPAIR TOOLS AND MACH		05/09/2023	PAUL B. MOYER & SONS	CASTER WHEEL	130.75
01437 - 261	REPAIR TOOLS AND MACH		05/09/2023	PAUL B. MOYER & SONS	ROLLER BEARING/GREASE	377.29
01437 - 261	REPAIR TOOLS AND MACH	101294	05/30/2023	AUTO PLUS-DOYLESTOWN	WIPER BLADES	15.30
01437 - 261	REPAIR TOOLS AND MACH	101297	05/30/2023	CARGO TRAILER SALES, INC.	BALL MOUNT	107.56
01437 - 261	REPAIR TOOLS AND MACH	101301	05/30/2023	DEL-VAL INTERNATIONAL TRUCKS, INC.	SOCKET	-13.18
01437 - 261	REPAIR TOOLS AND MACH		05/30/2023	DEL-VAL INTERNATIONAL TRUCKS, INC.		13.18
01437 - 261	REPAIR TOOLS AND MACH		05/30/2023	DEL-VAL INTERNATIONAL TRUCKS, INC.	INSPECTION	53.00
01437 - 261	REPAIR TOOLS AND MACH		05/30/2023	DEL-VAL INTERNATIONAL TRUCKS, INC.	BRAKE CABLE	111.59
01437 - 261	REPAIR TOOLS AND MACH	101309	05/30/2023	GENUINE PARTS COMPANY	TUBELESS SEALANT	18.98
01437 - 261	REPAIR TOOLS AND MACH	101319	05/30/2023	MARTELLI'S METAL FABRICATIION, INC.	TOOL BOX REPAIR	750.00

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01437 - 261	REPAIR TOOLS AND MACH	101325	05/30/2023	ORSINI AUTO REPAIR, INC.	BACK HOE REPAIR	662.00
01437 - 261	REPAIR TOOLS AND MACH	101326	05/30/2023	PAUL B. MOYER & SONS	HEX NUT	11.02
01437 - 261	REPAIR TOOLS AND MACH		05/30/2023	PAUL B. MOYER & SONS	PUMP	12.04
01437 - 261	REPAIR TOOLS AND MACH		05/30/2023	PAUL B. MOYER & SONS	BLADE SHARPENING	67.50
01437 - 261	REPAIR TOOLS AND MACH		05/30/2023	PAUL B. MOYER & SONS	BELT, DECK DRIVE	68.73
01437 - 261	REPAIR TOOLS AND MACH	101346	05/30/2023	U.S. MUNICIPAL SUPPLY INC.	TRAILER REPAIRS	435.00
01437 - 261	REPAIR TOOLS AND MACH		05/30/2023	U.S. MUNICIPAL SUPPLY INC.	TRUCK #23 REPAIRS	1,090.80
01438 - 245	HIGHWAY MAINT SUPPLIES	101255	05/09/2023	HIGHWAY MATERIALS, INC.	STONE	267.55
01438 - 245	HIGHWAY MAINT SUPPLIES	101256	05/09/2023	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES/TOOLS	18.38
01461 - 001	CONSERVATION EXPENSE	478	05/05/2023	MASTERCARD	MASTER CARD	33.18
01487 - 157	HEALTH CONTINGENCY	101306	05/30/2023	FIRSTLABORATORIES, INC.	DRUG SCREENING	25.95
<b>TOTAL</b>						<b>298,171.86</b>
<b>02 - STREET LIGHT FUND</b>						
02434 - 371	R/M PEN AMBLER DISTRICT	101265	05/09/2023	PECO ENERGY	PECO PENN AMBLER DISTRICT	207.15
02434 - 372	R/M PENLLYN DISTRICT		05/09/2023	PECO ENERGY	PECO VILLAGE OF PENLLYN	158.03
02434 - 373	R/M TREWELLYN ESTATE DISTRICT		05/09/2023	PECO ENERGY	TREWELLYN ESTATES	44.26
02434 - 374	R/M WOODDED POND DISTRICT		05/09/2023	PECO ENERGY	PECO MCKEAN RD/WOODDED POND	8.25
02434 - 375	R/M FOXFIELD RESERVE DISTRICT		05/09/2023	PECO ENERGY	PECO FOXFIELD RESERVE DIST	37.28
02434 - 376	R/M POLO CLUB DISTRICT		05/09/2023	PECO ENERGY	PECO HUNT SEAT DRIVE	29.72
02434 - 377	R/M BETHLEHEM DISTRICT		05/09/2023	PECO ENERGY	PECO STREET LIGHT DISTRICT	168.10
02434 - 378	R/M CEDAR HILL EST DISTRICT	101327	05/30/2023	PECO ENERGY	PECO ESTATES OF CEDAR HILL	41.41
02434 - 379	R/M GWYNEDD RESERVE DISTRICT	101265	05/09/2023	PECO ENERGY	PECO WARREN RD/GWYNEDD RESER	8.56
02434 - 380	R/M GWYNN CREST DISTRICT		05/09/2023	PECO ENERGY	PECO GWYN CREST	28.72
02434 - 381	R/M WALNUT FARMS DISTRICT	101327	05/30/2023	PECO ENERGY	PECO WALNUT FARM RD	28.63
02434 - 382	R/M GWYNN OAKS DISTRICT		05/30/2023	PECO ENERGY	PECO LGT	8.26

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**LOWER GWYNEDD TOWNSHIP  
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FD. ACCOUNT #	ACCOUNT DESCRIPTION	CHK #	DATE	VENDOR	ITEM DESCRIPTION	ITEM AMOUNT	
<b>FOR CHECKS DATED FROM 5/1/2023 TO 5/31/2023</b>							
02434 - 383	R/M WISTER WOOD DISTRICT	101265	05/09/2023	PECO ENERGY	PECO WISTER WOODS/GWYNEDD AV	6.58	
<b>03 - FIRE PROTECTION FUND</b>						<b>TOTAL</b>	<b>774.95</b>
03489 - 900	CONTRIBUTION TO N. PENN FIRE C	101262	05/09/2023	NORTH PENN VOLUNTEER	CONTRIBUTION PER 2023 BUDGET	34,300.00	
03489 - 910	CONTRIBUTION TO WISSAHICKON FI	101281	05/09/2023	WISSAHICKON VOLUNTEER		97,300.00	
<b>05 - RECREATION FUND</b>						<b>TOTAL</b>	<b>131,600.00</b>
05367 - 300	PARK RESERVATIONS	101242	05/09/2023	DENISE JOHNSON-ELLISON	PWCB REFUND	180.00	
05437 - 370	REPAIR TOOLS & MACHINERY	101234	05/09/2023	AUTO PLUS-DOYLESTOWN	CYLINDER	87.25	
05437 - 370	REPAIR TOOLS & MACHINERY	101264	05/09/2023	PAUL B. MOYER & SONS	AIR CLEANER /ARAMID BELT	32.94	
05437 - 370	REPAIR TOOLS & MACHINERY	101297	05/30/2023	CARGO TRAILER SALES, INC.	TRAILER BRAKE REPAIR	1,013.80	
05437 - 370	REPAIR TOOLS & MACHINERY	101326	05/30/2023	PAUL B. MOYER & SONS	BLADE SHARPENING	67.50	
05451 - 153	DISABILITY & LIFE INS.	101339	05/30/2023	STANDARD INSURANCE COMPANY	JUNE 2023 DIS INS	171.77	
05451 - 156	HEALTH INSURANCE	101241	05/09/2023	DELAWARE VALLEY HEALTH TRUST	HEALTH INSURANCE	2,605.32	
05451 - 200	OFFICE SUPPLIES	101323	05/30/2023	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	99.43	
05451 - 320	COMMUNICATION	101279	05/09/2023	VERIZON	PHONE CHARGES	136.42	
05451 - 320	COMMUNICATION	101350	05/30/2023	VERIZON WIRELESS		66.39	
05451 - 340	ADVERTISING & PRINTING	478	05/05/2023	MASTERCARD	MASTER CARD	17.50	
05453 - 300	EVENTS/ACTIVITIES		05/05/2023	MASTERCARD		14.95	
05454 - 153	DISABILITY & LIFE INS.	101339	05/30/2023	STANDARD INSURANCE COMPANY	JUNE 2023 DIS INS	398.25	
05454 - 156	HEALTH INSURANCE	101241	05/09/2023	DELAWARE VALLEY HEALTH TRUST	HEALTH INSURANCE	2,605.32	
05454 - 220	OPERATING SUPPLIES BLDGS	101291	05/30/2023	ARAMSCO, INC.	BUILDING SUPPLEIS	320.70	
05454 - 221	ATHLETIC FIELD MAINTENANCE	101260	05/09/2023	MARTIN STONE QUARRIES INC.	STONE	440.32	
05454 - 320	COMMUNICATION	101350	05/30/2023	VERIZON WIRELESS	PHONE CHARGES	37.99	
05454 - 361	UTILITIES	101265	05/09/2023	PECO ENERGY	PECO 409R OLD PENLLYN PIKE	19.53	



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FD. ACCOUNT #	ACCOUNT DESCRIPTION	CHK #	DATE	VENDOR	ITEM DESCRIPTION	ITEM AMOUNT
<b>FOR CHECKS DATED FROM 5/1/2023 TO 5/31/2023</b>						
05454 - 361	UTILITIES	101265	05/09/2023	PECO ENERGY	PECO CAMBRIDGE DR/WELSH RD	27.69
05454 - 361	UTILITIES		05/09/2023	PECO ENERGY	PECO PENLLYN PLAYGROUND	29.25
05454 - 361	UTILITIES		05/09/2023	PECO ENERGY	PECO 905 WISTER AVE	32.07
05454 - 361	UTILITIES		05/09/2023	PECO ENERGY	PECO MATHER RD	35.00
05454 - 361	UTILITIES		05/09/2023	PECO ENERGY	PECO WISTER AVE	44.83
05454 - 361	UTILITIES		05/09/2023	PECO ENERGY	PECO PENLLYN PARK	55.69
05454 - 361	UTILITIES		05/09/2023	PECO ENERGY	PECO 409 OLD PENLLYN PIKE	71.55
05454 - 361	UTILITIES		05/09/2023	PECO ENERGY	PECO PENLLYN PARKSHED	110.28
05454 - 361	UTILITIES		05/09/2023	PECO ENERGY	PECO PENLLYN WOODS/TREWELLYN	605.53
05454 - 361	UTILITIES	101321	05/30/2023	NORTH WALES WATER AUTHORITY	WATER CHARGES	13.80
05454 - 361	UTILITIES		05/30/2023	NORTH WALES WATER AUTHORITY		23.00
05454 - 361	UTILITIES		05/30/2023	NORTH WALES WATER AUTHORITY		26.22
05454 - 361	UTILITIES		05/30/2023	NORTH WALES WATER AUTHORITY		31.28
05454 - 361	UTILITIES	101327	05/30/2023	PECO ENERGY	PECO MATHER ROAD	35.00
05454 - 361	UTILITIES		05/30/2023	PECO ENERGY	PECO PENLLYN PIKE PARKSHED	97.74
05454 - 372	MATERIALS & SUPPLIES PARKS	101332	05/30/2023	RICHARD H. LUTZ & SONS INC.	TOPSOIL	55.00
05454 - 373	PARK BUILDING MAINTENANCE	101256	05/09/2023	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES/TOOLS	18.76
05454 - 373	PARK BUILDING MAINTENANCE	101347	05/30/2023	UNIFIRST FIRST AID CORPORATION	PADS FOR AED	993.29
05454 - 380	RENTALS - EQUIPMENT	101252	05/09/2023	GEORGE ALLEN PORTABLE TOILETS, INC.	PORT A POTTY SERVICES	160.00
05454 - 380	RENTALS - EQUIPMENT		05/09/2023	GEORGE ALLEN PORTABLE TOILETS, INC.		160.00
05454 - 380	RENTALS - EQUIPMENT		05/09/2023	GEORGE ALLEN PORTABLE TOILETS, INC.		160.00
05454 - 380	RENTALS - EQUIPMENT		05/09/2023	GEORGE ALLEN PORTABLE TOILETS, INC.		160.00
05454 - 380	RENTALS - EQUIPMENT	101310	05/30/2023	GEORGE ALLEN PORTABLE TOILETS, INC.		160.00
05454 - 380	RENTALS - EQUIPMENT		05/30/2023	GEORGE ALLEN PORTABLE TOILETS, INC.		160.00

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FD. ACCOUNT #	ACCOUNT DESCRIPTION	CHK #	DATE	VENDOR	ITEM DESCRIPTION	ITEM AMOUNT
<b>FOR CHECKS DATED FROM 5/1/2023 TO 5/31/2023</b>						
05454 - 380	RENTALS - EQUIPMENT	101310	05/30/2023	GEORGE ALLEN PORTABLE TOILETS, INC.	PORT A POTTY SERVICES	160.00
05454 - 380	RENTALS - EQUIPMENT		05/30/2023	GEORGE ALLEN PORTABLE TOILETS, INC.		160.00
05454 - 450	CONTRACTED SERVICES	101237	05/09/2023	BRIGHTVIEW HOLDINGS, INC.	MOWING SERVICES	7,396.00
05454 - 460	CONFERENCE, TRAINING	101263	05/09/2023	PA TURNPIKE TOLL BY PLATE	TOLLS	48.00
05454 - 720	REPAIRS & IMPROVEMENT	101253	05/09/2023	GLASGOW, INC	STONE	50.22
05454 - 720	REPAIRS & IMPROVEMENT		05/09/2023	GLASGOW, INC		133.41
05454 - 720	REPAIRS & IMPROVEMENT		05/09/2023	GLASGOW, INC		256.57
05454 - 720	REPAIRS & IMPROVEMENT		05/09/2023	GLASGOW, INC		276.59
05454 - 720	REPAIRS & IMPROVEMENT	101256	05/09/2023	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES/TOOLS	29.97
05454 - 720	REPAIRS & IMPROVEMENT	101287	05/30/2023	ALLIED LANDSCAPE SUPPLY	MULCH	360.00
05454 - 720	REPAIRS & IMPROVEMENT	101303	05/30/2023	DENNEY ELECTRIC SUPPLY	LIGHT POLES	70.59
05454 - 720	REPAIRS & IMPROVEMENT	101311	05/30/2023	GLASGOW, INC	ASPHALT	421.90
05454 - 720	REPAIRS & IMPROVEMENT	101313	05/30/2023	HAJOCA CORPORATION	WATER FOUNTAIN SUPPLIES	39.95
05454 - 720	REPAIRS & IMPROVEMENT		05/30/2023	HAJOCA CORPORATION	PIPE/ELBOW/INSERTS	111.88
05454 - 720	REPAIRS & IMPROVEMENT	101332	05/30/2023	RICHARD H. LUTZ & SONS INC.	TOPSOIL	145.00
05454 - 720	REPAIRS & IMPROVEMENT		05/30/2023	RICHARD H. LUTZ & SONS INC.		145.00
					<b>TOTAL</b>	<b>21,386.44</b>
<b>08 - SEWER FUND</b>						
08200 - 300	ACCOUNTS PAYABLE MISC	101283	05/10/2023	AY COMMERCIAL, LP	REFUND/SEWER BILL OVERCHARGE	32,920.80
08404 - 310	LEGAL SERVICE	101233	05/09/2023	ATC GROUP SERVICES, LLC	ENGINEERING SERVICES	1,020.00
08429 - 220	OPERATING SUPPLIES	101259	05/09/2023	KONICA MINOLTA BUSINESS SOLUTIONS US.	COMPUTER MAINTENANCE	688.50
08429 - 220	OPERATING SUPPLIES	101270	05/09/2023	RICOH USA INC	COPIER SERVICES	43.95
08429 - 220	OPERATING SUPPLIES	101322	05/30/2023	NORTH WALES WATER AUTHORITY	PA ONE CALLS	1,296.00
08429 - 220	OPERATING SUPPLIES	101333	05/30/2023	RICOH USA INC	COPEIR SERVICES	180.20
08429 - 220	OPERATING SUPPLIES	101336	05/30/2023	SANTINO CARLOMAGNO	CDL LICENSE RENEWAL	21.75

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**LOWER GWYNEDD TOWNSHIP  
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FD. ACCOUNT #	ACCOUNT DESCRIPTION	CHK #	DATE	VENDOR	ITEM DESCRIPTION	ITEM AMOUNT
<b>FOR CHECKS DATED FROM 5/1/2023 TO 5/31/2023</b>						
08429 - 238	UNIFORMS	101298	05/30/2023	CURT LIVEZEY	WORK BOOTS/PANTS	49.10
08429 - 300	AMBLER WASTEWATER TREATMT	101236	05/09/2023	BOROUGH OF AMBLER	Q2 OPERATING ALLOCATION	264,828.29
08429 - 320	COMMUNICATIONS	101279	05/09/2023	VERIZON	PHONE CHARGES	31.56
08429 - 320	COMMUNICATIONS	101348	05/30/2023	VERIZON		31.94
08429 - 320	COMMUNICATIONS		05/30/2023	VERIZON		34.45
08429 - 320	COMMUNICATIONS		05/30/2023	VERIZON		36.01
08429 - 320	COMMUNICATIONS		05/30/2023	VERIZON		36.01
08429 - 320	COMMUNICATIONS		05/30/2023	VERIZON		46.71
08429 - 320	COMMUNICATIONS	101350	05/30/2023	VERIZON WIRELESS		275.37
08429 - 360	PUBLIC UTILITY SERVICES	101265	05/09/2023	PECO ENERGY	PECO STORAGE SHED	38.52
08429 - 360	PUBLIC UTILITY SERVICES		05/09/2023	PECO ENERGY	PECO WELSH RD PUMP STATION	1,090.73
08429 - 360	PUBLIC UTILITY SERVICES	101321	05/30/2023	NORTH WALES WATER AUTHORITY	WATER CHARGES	13.80
08429 - 360	PUBLIC UTILITY SERVICES		05/30/2023	NORTH WALES WATER AUTHORITY		13.80
08429 - 360	PUBLIC UTILITY SERVICES		05/30/2023	NORTH WALES WATER AUTHORITY		13.80
08429 - 360	PUBLIC UTILITY SERVICES	101327	05/30/2023	PECO ENERGY	PECO RAILROAD AVE MATHERS AVE	31.34
08429 - 360	PUBLIC UTILITY SERVICES		05/30/2023	PECO ENERGY	PECO NORRISTOWN RD TENNIS AVE	354.23
08429 - 372	REP/MNT MANHOLES & LINES	101338	05/30/2023	SOUTHEASTERN PENNSYLVANIA	SEWER PIPE RENTAL	125.00
08429 - 372	REP/MNT MANHOLES & LINES		05/30/2023	SOUTHEASTERN PENNSYLVANIA		625.00
08429 - 373	REP/MNT VEHICLES, EQUIPMENT	101234	05/09/2023	AUTO PLUS-DOYLESTOWN	CYLINDER	87.25
08429 - 373	REP/MNT VEHICLES, EQUIPMENT	101294	05/30/2023	AUTO PLUS-DOYLESTOWN	WIPER BLADES	15.30
08429 - 373	REP/MNT VEHICLES, EQUIPMENT	101301	05/30/2023	DEL-VAL INTERNATIONAL TRUCKS, INC.	SOCKET	-13.17
08429 - 373	REP/MNT VEHICLES, EQUIPMENT		05/30/2023	DEL-VAL INTERNATIONAL TRUCKS, INC.		13.17
08429 - 373	REP/MNT VEHICLES, EQUIPMENT		05/30/2023	DEL-VAL INTERNATIONAL TRUCKS, INC.	INSPECTION	53.00
08429 - 373	REP/MNT VEHICLES, EQUIPMENT		05/30/2023	DEL-VAL INTERNATIONAL TRUCKS, INC.	BRAKE CABLE	111.58

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**LOWER GWYNEDD TOWNSHIP  
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FD. ACCOUNT #	ACCOUNT DESCRIPTION	CHK #	DATE	VENDOR	ITEM DESCRIPTION	ITEM AMOUNT
<b>FOR CHECKS DATED FROM 5/1/2023 TO 5/31/2023</b>						
08429 - 373	REP/MNT VEHICLES, EQUIPMENT	101325	05/30/2023	ORSINI AUTO REPAIR, INC.	BACK HOE REPAIR	662.00
08429 - 373	REP/MNT VEHICLES, EQUIPMENT	101346	05/30/2023	U.S. MUNICIPAL SUPPLY INC.	TRAILER REPAIRS	435.00
08429 - 373	REP/MNT VEHICLES, EQUIPMENT		05/30/2023	U.S. MUNICIPAL SUPPLY INC.	TRUCK #23 REPAIRS	1,090.80
08429 - 450	CONTRACTED SERVICES	101286	05/30/2023	ALLEN J. FEDEZKO	JANITORIAL SERVICES	262.50
08429 - 730	TREATMENT PLANT CAPITAL PROJEC	101236	05/09/2023	BOROUGH OF AMBLER	Q1 CAPITAL IMPROVEMENT	8,907.84
08487 - 153	DISABILITY & LIFE INS.	101339	05/30/2023	STANDARD INSURANCE COMPANY	JUNE 2023 DIS INS	555.02
08487 - 156	HEALTH INSURANCE	101241	05/09/2023	DELAWARE VALLEY HEALTH TRUST	HEALTH INSURANCE	6,658.30
08487 - 157	HEALTH CONTINGENCY FUND	101306	05/30/2023	FIRSTLABORATORIES, INC.	DRUG SCREENING	25.95
					<b>TOTAL</b>	<b>322,711.40</b>
<b>16 - ACQUISITION OF OPEN SPACE</b>						
16454 - 300	PROF SERVICES - PLANNING	101292	05/30/2023	ARBOR VALLEY TREE SURGEONS, INC.	TREE REMOVAL	3,200.00
					<b>TOTAL</b>	<b>3,200.00</b>
<b>30 - CAPITAL RESERVE FUND</b>						
30454 - 600	PARK IMPROVEMENTS	101304	05/30/2023	ENVIRONMENTAL GEOSYNTHETICS, INC.	LINER FOR PARK PROJECT	9,467.40
					<b>TOTAL</b>	<b>9,467.40</b>
<b>31 - STORMWATER MANAGEMENT</b>						
31446 - 450	CONTRACTED SERVICES	101237	05/09/2023	BRIGHTVIEW HOLDINGS, INC.	MOWING SERVICES	676.00
					<b>TOTAL</b>	<b>676.00</b>
<b>61 - OPEB FUND</b>						
61487 - 100	OPEB PENSION BENEFIT	101251	05/09/2023	GARY O'CONNOR	POST RETIREMENT MEDICAL BENEFIT	200.00
61487 - 100	OPEB PENSION BENEFIT	101269	05/09/2023	REX WILKINSON		453.26
61487 - 100	OPEB PENSION BENEFIT	101280	05/09/2023	WALTER WEST		200.00
					<b>TOTAL</b>	<b>853.26</b>
					<b>GRAND TOTAL:</b>	<b>788,841.31</b>



# Statement

**Account Name:** BILLING ACCOUNT 030522 **Card Number:** xxxx-xxxx-xxxx-0522  
**Company Name:** LOWER GWYNEDD TOWNSHIP **Account Limit:** \$ 20,000.00  
**Employee ID:** 772190000032397 **Available Credit:** \$ 15,825.60  
**Statement Date (MM/DD/YYYY):** 04/27/2023 **Currency:** U.S. DOLLAR  
**Payment Due Date (MM/DD/YYYY):** 05/24/2023

## Statement Summary:

Report any items which do not agree with your records within 30 days of the statement date.

**Previous Balance:** \$ 2,567.02  
**Payments:** \$ -2,567.02  
**Adjustments:** \$ 0.00  
**Net Purchases:** \$ 4,174.40  
**Cash Advance:** \$ 0.00  
**Fees:** \$ 0.00  
**Other Charges:** \$ 0.00  
**New Account Balance:** \$ 4,174.40

## Transaction Summary:

Trans Date	Posting Date Trans ID	Description	Pre-Tax Amount Auth #	Total Tax	Trans Amount
<b>Card Number xxxx-xxxx-xxxx-0522 BILLING ACCOUNT 030522</b>					
04/04	04/04 467387827	AUTOMATIC PYMT RECEIVED	\$ -2,567.02	\$ 0.00	\$ -2,567.02
<b>TOTAL CREDITS xxxx-xxxx-xxxx-0522</b>					<b>\$ -2,567.02</b>
<b>TOTAL DEBITS xxxx-xxxx-xxxx-0522</b>					<b>\$ 0.00</b>
<b>Card Number xxxx-xxxx-xxxx-6350 FEIGHT-HICKS, SANDI L</b>					
04/19	04/20 469654489	HARBOR FREIGHT TOOLS33 MONTGOMERYVIL PA 05.453.300	\$ 14.10 043810	\$ 0.85	\$ 14.95 ✓
<b>TOTAL CREDITS xxxx-xxxx-xxxx-6350</b>					<b>\$ 0.00</b>
<b>TOTAL DEBITS xxxx-xxxx-xxxx-6350</b>					<b>\$ 14.95</b>
<b>Card Number xxxx-xxxx-xxxx-2252 KENNY, PAUL D</b>					
03/26	03/28 466421580	FIREBIRDS OF NORTH WAL NORTH WALES PA 01410.460	\$ 216.84 037710	\$ 0.00	\$ 216.84 ✓
03/27	03/28 466421581	ARPEGGIO SPRING HOUSE PA 01410.460	\$ 123.43 065790	\$ 7.41 (e)	\$ 130.84 ✓
03/27	03/28 466421578	DUNKIN #340169 MONTOGOMERYVI PA 01410.460	\$ 19.99 080522	\$ 1.20 (e)	\$ 21.19 ✓
03/27	03/28 466421579	4IMPRINT, INC 4IMPRINT.COM WI 01410.480	\$ 1,249.35 070175	\$ 0.00	\$ 1,249.35 ✓
04/01	04/03 467088771	IL GIARDINO PIZZA CAFE SPRING HOUSE PA 01410.460	\$ 50.82 003321	\$ 3.05 (e)	\$ 53.87 ✓

04/03	04/04	ARPEGGIO SPRING HOUSE PA	\$ 309.86	\$ 17.99	
	467473163		004860		
		01400.220			
04/06	04/10	ATLANTIC TACTICAL 717-7743339 PA	\$ 120.74	\$ 7.24 (e)	\$ 127.98
	468112888		011595		
		01410.220			
04/18	04/19	WPY VISUAL COMPUTER SO 855-999-3729 NJ	\$ 849.00	\$ 0.00	\$ 849.00 ✓
	469463009		085949		
		01410.460			
04/19	04/20	HRAC RESERVATIONS ATLANTIC CITY NJ	\$ 123.85	\$ 0.00	\$ 123.85 ✓
	469654490		028983		
		01410.460			

TOTAL CREDITS xxxx-xxxx-xxxx-2252 \$ 0.00  
 TOTAL DEBITS xxxx-xxxx-xxxx-2252 \$ 3,100.77

Card Number xxxx-xxxx-xxxx-4975 WORMAN, JAMIE P.

04/01	04/03	DD/BR #349975 Q35 HATFIELD PA	\$ 31.30	\$ 1.88 (e)	\$ 33.18 X
	467088772		090226		
		01461.001			
04/14	04/17	PSATS ENOLA PA	\$ -183.96	\$ -11.04 (e)	\$ -195.00 X
	468986107		000000		
		01400.460			
04/17	04/18	R&S MARCHING ARTS ARLINGTON HEI IL	\$ 30.00	\$ 0.00	\$ 30.00 X
	469383336		045805		
		01400.220			
04/21	04/24	EIG CONSTANTCONTACT.CO WALTHAM MA	\$ 70.00	\$ 0.00	\$ 70.00 X
	470089922		073903		
		05451.340 *17.50 01.400.316 *52.50			
04/25	04/26	UNIFORM CONSTRUCTION U HARRISBURG PA	\$ 1,057.08	\$ 63.42 (e)	\$ 1,120.50 X
	470558611		077472		
		01235.100			

TOTAL CREDITS xxxx-xxxx-xxxx-4975 \$ -195.00  
 TOTAL DEBITS xxxx-xxxx-xxxx-4975 \$ 1,253.68

VENDOR #	NAME	ADDRESS	CITY	ST	ZIP
3924	AY COMMERCIAL, LP	300 BROOKSIDE AVENUE	AMBLER	PA	19002
3925	RONALD C. CARTER	388 GREENIE MEADOWS ESTATE	HILHAM	TN	38568
3926	SANTINO CARLOMAGNO				
3927	ENVIRONMENTAL GEOSYNTHETICS, INC.	P.O. BOX 355	RICHLAND	PA	18955-0355
3928	SHIHADEN RENOVATIONS, LLC	116 CRICKET AVENUE	ARDMORE	PA	19003

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
TUESDAY, MAY 23, 2023**

**SUPERVISORS:**

Danielle A. Duckett, Chairman  
Michael Twersky, Vice Chair  
Janine Martin  
Kathleen Hunsicker  
Tessie McNeely

**STAFF:**

Mimi Gleason, Township Manager  
Jamie Worman, Assistant Township Manager  
Michelle Farzetta, Administrative Assistant - Absent  
Neil Stein, Esq., Solicitor  
Fred Zollers, Director Public Works  
Paul Kenny, Police Chief  
Jim Hersh, Township Engineer, Gilmore  
Melinda Haldeman - Finance Director

**Call to Order and Pledge of Allegiance**

The Chair called the hybrid meeting to order at 7:00 pm at the Lower Gwynedd Township Building and virtually on Zoom and led those in attendance in the pledge of allegiance.

**ANNOUNCEMENTS AND PRESENTATIONS**

**The Lower Gwynedd Township Police Department has been re-accredited by the Police Chiefs of Pennsylvania's Law Enforcement Accreditation Program**

Ms. Duckett congratulated the police department on their re-accreditation. She spoke of the process and guidelines that the department must go through to achieve this accreditation. Chief Kenny thanked Officer Tim Evard for all his hard work and dedication during the accreditation. Officer Evard came forward and photos were taken with the new framed accreditation.

Officer Kenny then recognized Officer William Henry (Townie) for all his hard work On the Touch- A - Truck event. It was a huge success, despite the rainy weather. Over 500 people attended the event held at Beacon properties on Sumneytown Pike. Officer Kenny then thanked all the officers and the staff for all their help, support, and dedication.

Ms. Duckett announced that the Board of Supervisors (BOS) met in executive session prior to tonight's meeting to discuss matters of personnel and litigation.

**PUBLIC COMMENTS**

There was no public comment.

**BUILDING AND ZONING**



**Review of Resolution 2023-12 Accepting dedication of infrastructure from the Carriages at Lower Gwynedd**

The Carriages at Lower Gwynedd townhome development is complete, and the 18-month maintenance period has ended. The developer is offering for dedication to Lower Gwynedd Township (LGT) certain sanitary sewer infrastructure, improvements, related appurtenances, and easements as indicated on the final land development plans. Ms. Duckett made a motion, seconded by Mr. Twersky, to approve Resolution #2023-12 accepting dedication of the sanitary sewer infrastructure. Motion passed 5-0.

**GENERAL BUSINESS**

**Review of Houston Creek flood study recommendations and next steps**

For two years, Gilmore, our Township Engineer, has been gathering information and performing analysis regarding the flooding that affects Brookside Avenue and Marion Avenue from Knight Road to N. Spring Garden Street. Meetings were held for the community, the school district, Ambler Yards, and the BOS to discuss the preliminary findings. Mr. Hersh is now discussing the next steps and making recommendations to the BOS.

Mr. Hersh reviewed all the options and fees associated with each. The options discussed were removing and/or enlarging the driveway bridge at 446 Marion Ave, installing a new basin at Houston and Knight Road, retrofitting the existing basin, and enlarging the area behind the dam on Wissahickon School District's property. Mr. Hersh reminded everyone that nothing will stop the flooding completely, but making improvements will help to reduce the flooding. Some of the improvements will require routine maintenance to make them effective. The costs associated with this project will be dependent on the option chosen.

There was also discussion regarding the stormwater on Francis Avenue. After a water main break a few years ago, the road required new paving, however that paving created flooding issues. Mr. Hersh said there will be a study conducted at the intersection of Francis Avenue and Knight Road. The study will help to show if reprofiling the road would help with the flooding issue. Bill Murray, 413 Brookside Avenue, shared some suggestions from residents affected by the flooding. These suggestions included adding cages, raising the curb height on the streets, and possibly utilizing the low laying ball field at the school. He also asked that communication be sent to the residents in that area when the next study is being conducted, as well as updates regarding decisions being made, as they are all affected.

**Resolution 2023-13 Designating June as Pride Month in Lower Gwynedd Township**

Resolution #2023-13 declares June to be LGBTQ month and directs the LGT staff to fly the Rainbow Pride Flag throughout the month at Veterans Memorial Park. This resolution would continue to be effective, unless or until it is revoked by the BOS. Mr. Stein clarified that this is a township message, not third-party messaging. This is a government action performing speech. Hanging this flag is completely permissible under the law. Ms. Hunsicker said that the American flag is all inclusive. By hanging the Pride Flag, you are doing the opposite and excluding those that are not a part of the group that associates with the flag.

Joan Zeller, 420 Brookside Avenue, feels that the American Flag is not inclusive. Unfortunately, there is currently a feeling of hatred for others in society. The Pride Flag has the colors of the rainbow and makes people smile.

Sandy Silbiger, 416 Brookside Avenue, says why not fly the Pride flag. She lives in a neighborhood with diverse residents who deserve to be represented. For one month we can do this.

Connie Dooly, 529 Penllyn Pike, said the American Flag speaks for everyone. We need to honor our veterans and what they have done for us. The Veterans Memorial represents their sacrifice and our freedom. If someone wants to hang a flag in front of their house that is fine, but not this venue.

James Kernaghan, not a resident of LGT, has been active on the LGT Facebook page regarding this topic. Mr. Kernaghan stated he has no opposition to the flag being flown; however, the flag should be flown at the township building, not Veteran's Park. Veteran's Park is a place to recognize the sacrifice of our veterans. It is shameful to fly the flag in that location.

Joyce Keller, resident of Whitpain township, spoke in support of the LGBTQ community. Ms. Keller said these individuals need to be treated equally, have a sense of safety and approval, and live in an atmosphere without the fear of being judged. We need to celebrate their identities and contributions, as well as their history and culture.

Harry Hellerman, 100 Coventry Lane, stated that there is room for the pride flag at the park.

Jennifer, not a resident from the township supports the flag. We need to give respect. If we don't like it, then don't look at it.

Ms. Duckett mentioned that previous BOS members did not want the flag flown at the township building, they wanted an alternate location. We hang various flags at Veteran's Park, as there are more flag poles at that location. Currently there is only one flagpole at the township building. This could change in the future.

Ms. Hunsicker stated that we have received several emails in opposition to the Pride Flag being flown at Veteran's Park. She asked her fellow supervisors to compromise and agree to hang the flag in an alternative location.

Ms. Martin spoke on behalf of the LGBTQ community. She stated that until a few years ago members of that community could not get married or even join the military. The VFW celebrates Pride month and estimates that there are roughly one million veterans who are part of the LGBTQ community. Veterans fought for the ideals of this country. The Pride flag is a statement of diversity and all members of our community. We are not taking away from the service they provided, we are simply hanging the flag under the township flag.

Ms. Martin made a motion to approve resolution #2023-13, seconded by Mr. Twersky designating June as Pride Month in LGT. Motion passed 4-1. (Ayes- McNeely, Duckett, Twersky, Martin; Nays- Hunsicker)

### **Discussion about Historical Marker Program Guidelines**

The Historical Advisory Committee (HAC) has been working on guidelines for a new township historical marker program. The markers would serve as a form of visual recognition for places, events, innovation, organizations, and people that have a historical meaning to our community. Under this program both public and private buildings, structures, objects, sites, districts, and both cultural and natural features/landscapes could be recognized with a marker. Currently, LGT has no historical marker program. Matt Metcalf, chair of the HAC, spoke of the program and answered questions from the BOS. Mr. Metcalf explained that this marker program is a form of recognition locally. These markers would not be recognized at the state level as they have other criteria that need to be met. The design of the sign has not yet been decided. Township staff will be working on a design and will consult with the HAC to help make this recommendation.

### **Authorization to advertise an ordinance establishing the Lower Gwynedd Township Historical Markers Program**

Mr. Stein has drafted an ordinance establishing the historical marker program. This ordinance would create chapter 1046, Establishment of the Lower Gwynedd Historic Marker Program. Ms. Martin asked if language should be added regarding any future boards choosing to “retire” a historical marker at some point in the future. Ms. Hunsicker made a motion to approve advertisement of the historical marker program with a change in the language to include information regarding retirement of a marker. Ms. McNeely seconded this motion. Motion passed 5-0.

### **Authorization to advertise ordinance creating tax credits for volunteer firefighters**

During the month of April, the BOS discussed moving forward with a tax credit incentive for active volunteer firefighters from both Wissahickon Fire Company and North Penn Fire Company who are residents of LGT. An ordinance has been drafted that would authorize volunteers in either company to receive an earned income tax credit up to \$1,000 per year. Ms. Duckett made a motion to approve the advertisement of the tax credit for volunteer firefighters, seconded by Ms. McNeely. Motion passed 5-0.

### **Consideration of EAC programs and expenditures:**

- **License to show the movie, “Kiss the Ground”, and related composting demonstration**  
Rea Monaghan, member of the EAC, spoke regarding the showing of the movie “Kiss the Ground” and the compost demonstration. The movie will introduce residents to the idea of composting and encourage individuals to make small changes to their practices at home. The total fee to purchase the license for this movie is \$350. A compost demonstration will follow showing residents the various types of composting. There will be 15 compost bins, 1 tumbler and 5 kitchen counter compost collection bins raffled off. The total cost for this entire event will be \$1,722.72. Ms. Duckett made a motion, seconded by Ms. McNeely to run both programs. Motion passed 5-0.
- **License to show the movie, “Winged Migration.”**  
Lisa Brown, co-chair of the EAC, spoke regarding this event. The EAC is seeking approval to show the movie Winged Migration, a documentary on the migration patterns of birds, shot over the course of three years on all seven continents. A one-time license in the amount of \$250 needs to be purchased for this event. The date for this event is TBD. Sandi Silbiger, 416

Brookside Avenue, asked how and when these events are advertised. Ms. Worman stated that information is sent out through an e-blast, information is in our e-newsletter and there are posts on Facebook and Twitter. Ms. Brown also mentioned that nothing can be advertised until the events are approved by the BOS. Ms. Duckett made a motion, seconded by Ms. McNeely, to approve the movie showing and license purchase. Motion passed 5-0.

- **Creation of the “Lower Gwynedd Going Green Award” and related expenses**

The EAC would like to establish a “Going Green Award” to recognize those within the township who have gone above and beyond in their efforts for sustainability. The areas of focus will be energy, water, sustainable land practices, waste minimization and community outreach and betterment. Nominations will be solicited via postcard mailings, the township newsletter and e-newsletter and local newspapers. The BOS asked if it would be possible to do more of the communication electronically to save trees. Ms. Brown replied that many do not receive e-blasts and other electronic communication. They want to make sure to reach all residents, businesses, schools, and community groups. Sending postcards would cover everyone. Ms. Worman clarified that the mailing lists we have for our paper newsletter, sent out twice a year, are only residential addresses, they do not include businesses. Ms. Hunsicker suggested possibly reaching out to the Chamber of Commerce for assistance, as they have taken over the Lower Gwynedd Business Association. She also stated that the businesses would probably be happy to leave flyers out for others to see advertising the award. There was also discussion regarding the deadline line for submissions and when to present the award. The EAC would like to present at the Volunteer event, however the BOS feels that would not be enough time. They could present the award at a BOS meeting. Ms. Duckett made a motion to approve a \$2,500 budget for this program, seconded by Ms. McNeely. The budget would cover all costs associated with advertising and plaques. Motion passed 5-0.

### **Resolution designating a Township applicant agent to close out COVID-19 funding**

Ms. Gleason stated that township staff thought that this was closed, however FEMA contacted them saying it was not closed out. We were also informed that the previous township manager was still listed as the applicant. Therefore, an updated form needs to be completed and returned. Ms. Duckett made a motion, seconded by Ms. McNeely, to designate Ms. Gleason as the Township applicant agent. Motion passed 5-0.

### **Approval of “Lower Gwynedd Township Cafeteria Plan” for optional employee benefits**

The township’s health insurance coverage has moved to a high deductible plan. Employees and supervisors can choose to contribute to a health savings plan (HSA) to save for health care expenses. The township needs to adopt a “cafeteria plan” for these contributions to be deducted in payroll on a pre-tax basis. This plan will also allow eligible employees and supervisors to pay their portion of the premium through pre-tax payroll deductions and to choose the option of receiving a cash payment in lieu of health insurance coverage. This plan will be retroactive to April 1, 2023. Ms. Duckett made a motion, seconded by Ms. McNeely, to approve this plan. Motion passed 5-0.

### **Consideration of agreement with Econ Partners for grant administration**

LGT staff is looking for Econ partners assistance with the administration of the RACP grant for the new Public Works Facility. The township is also permitted to seek assistance from ECON Partners with grant

applications or administration, on an as needed basis. Ms. Duckett made a motion, seconded by Ms. Hunsicker, to approve this agreement with ECON partners. Motion passed 5-0.

### **Review of financials YTD and Balance Sheet - April 2023**

The BOS received the YTD financials and memo for the April 2023 expenses. The BOS thanked Melinda for her work.

### **Approval of invoice history - April 2023**

The BOS received the invoice history for April 2023 totaling \$936,988.34. Ms. Duckett made a motion, seconded by Ms. Hunsicker, to approve the invoice history. Motion passed 5-0.

### **Approval of minutes - May 9, 2023**

The BOS received the meeting minutes from May 9, 2023, BOS meeting. Ms. Duckett made a motion, seconded by Ms. McNeely, to approve the minutes. Motion passed 5-0.

## **SUPERVISOR LIAISON REPORTS**

### **Updates on Township Volunteer Commissions from Supervisor Liaisons**

Ms. Duckett made a motion to table this item until the June 27, 2023, meeting. Ms. McNeely seconded this motion. Motion passed 5-0.

## **STAFF UPDATES**

### **Pedestrian improvements by the schools**

Mr. Zollers mentioned that improvements will be made at the intersection of Houston Road and Knight Road. The crosswalk will be changed to thermoplastic which last longer than the paint currently used. This will be completed before the start of the 2023-2024 school year. There will also be new yield to pedestrian signs installed. Chief Kenny stated that the speed bumps will be changed to yellow to make them more visible. James Tolliver, the Crossing Guard at the intersection, will be getting a lighted handheld stop sign, as well.

## **SUPERVISORS COMMENTS**

Ms. McNeely congratulated the Police officers on the reaccreditation and thanked them for all their work in the community.

Ms. Hunsicker echoed Ms. McNeely's comments.

Ms. Martin also thanked and congratulated the police officers. She also thanked them for all the hard work with the Touch a Truck event. To all those who came out regarding the Pride Flag, she thanked them for coming out and speaking. Ms. Martin also wished everyone a Happy Memorial Day and to remember why we celebrate this day.

Mr. Twersky stated that tonight was a good example of democracy. In the end we are all citizens of Lower Gwynedd and Americans. We can agree to disagree and do it respectfully.

Ms. Duckett also thanked the police and those that came out for the Pride Flag to speak about their passions, equity, and inclusion. This year they want the young residents to know that they are included and accepted. She also wished everyone a Happy Memorial Day and asked everyone to remember those who sacrificed their lives for us.

Board of Supervisors Minutes

May 23, 2023

**Adjournment**

Ms. Duckett made a motion to adjourn the meeting at 8:54pm, seconded by Mr. Twersky. Motion passed 5-0.

Respectfully Submitted,

Michelle Farzetta  
Administrative Assistant

## LOWER GWYNEDD TOWNSHIP SUPERVISOR LIAISON REPORT OF VOLUNTEER COMMISSION MEETING HIGHLIGHTS

Board/Commission	Environmental Advisory Council
Members/Terms	5-7 residents, 3-year terms appointed by the BOS
Meeting Schedule	2 <sup>nd</sup> Wednesday of each month, 7:00 pm
Supervisor Liaison(s)	Tessie McNeely, Michael Twersky
Staff Liaison	Sandi Feight-Hicks
Minute Taker	Jen O'Brien

### MEETING HIGHLIGHTS

Meeting Date	Wednesday, June 14, 2023
<b>Decisions/Recommendations</b>	
<ul style="list-style-type: none"> <li>• Start moving with the postcard (3<sup>rd</sup> Class will take time to mail) for the Green Award, get info to staff for the website and Fall Newsletter. Calendar of events, save the date Tree Give Away and Fall speaker and movie series</li> <li>• Removing the EAC alias on the email and using <a href="mailto:contactus@lowergwynedd.org">contactus@lowergwynedd.org</a></li> </ul>	
<b>Major Discussion Items</b>	
<ul style="list-style-type: none"> <li>• A subcommittee was formed to develop long range plans for projects and programs, the first meeting a brainstorming session.</li> </ul>	

Next Meeting	<p>July Meeting <u>CANCELLED</u>.</p> <p>Next Meeting: August 9, 2023</p>
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NOTE: This form notes significant highlights from a public board or commission meeting; it does not supplement or replace the official minutes of the meeting. Minutes are posted on the Township's website on the "Meetings" page. This form is included in the Board of Supervisor's meeting packet, which also is posted on the "Meetings" page.

**LOWER GWYNEDD TOWNSHIP  
SUPERVISOR LIAISON REPORT OF  
VOLUNTEER COMMISSION MEETING HIGHLIGHTS**

Board/Commission	Historical Advisory Committee
Members/Terms	7 residents, 3-year terms
Meeting Schedule	3 <sup>rd</sup> Thursday of the month, 6pm
Supervisor Liaison(s)	Janine Martin, Danielle Duckett
Staff Liaison	Michelle Farzetta
Minute Taker	Michelle Farzetta

**MEETING HIGHLIGHTS**

Meeting Date	June 15, 2023
<b>Decisions/Recommendations</b>	
<ul style="list-style-type: none"> <li>• In response to an email received by the chair by someone who saw the renderings for Beacon’s plans for Building 1 at SHIP, Mr. Metcalf is going to draft a letter to Beacon asking for more information regarding the plans for renovations to building 1.</li> <li>• Regarding the replacement of the Old Bethlehem Pike Bridge, they would like to have the current bridge incorporated in some manner. The committee will ask Gilmore for a rendering of the new bridge and will then address any concerns.</li> </ul>	
<b>Major Discussion Items</b>	
<ul style="list-style-type: none"> <li>• Finding a vendor for historical markers. One member is creating some mock-ups to share. Currently, vendors for the cast iron signs are a year out. There was discussion regarding possible temporary signs and/or using a different material for the permanent signs.</li> </ul>	

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Next Meeting	July 20, 2023
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**LOWER GWYNEDD TOWNSHIP  
SUPERVISOR LIAISON REPORT OF  
VOLUNTEER COMMISSION MEETING HIGHLIGHTS**

Board/Commission	Parks & Recreation Board
Members/Terms	7 residents, 5-year terms appointed by the BOS
Meeting Schedule	3 <sup>rd</sup> Tuesday of the Month, 6:00 p.m.
Supervisor Liaison(s)	Kathleen Hunsicker, Janine Martin
Staff Liaison	Sandi Feight-Hicks
Minute Taker	Harry Hellerman, Secretary

**MEETING HIGHLIGHTS**

Meeting Date	June 20, 2023
<b>Decisions/Recommendations</b>	
<ul style="list-style-type: none"> <li>• Chair, gave an update on the Master Plans and that the July Parks &amp; Recreation Board Meeting there would be a presentation.</li> <li>• Summer Concerts begin June 21 will run until July 26, summer camp has begun the program is going well, Fall Fest planning is coming along well.</li> </ul>	
<b>Major Discussion Items</b>	
<ul style="list-style-type: none"> <li>• Township Manager was in attendance to discuss the proposed Mountain Bike Trail. The P&amp;R Board did discuss and agreed that Penllyn Woods was not the location for a trail of this nature.</li> </ul>	

Next Meeting	Tuesday, July 18, 2023
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NOTE: This form lists significant highlights from a public board or commission meeting; it does not supplement or replace the official minutes of the meeting. Minutes are posted on the Township's website on the "Meetings" page. This form is included in the Board of Supervisor's meeting packet, which also is posted on the "Meetings" page.