



**HILLTOWN TOWNSHIP  
BUCKS COUNTY, PENNSYLVANIA  
ORDINANCE NO. 2018-004**

**AN ORDINANCE OF THE HILLTOWN TOWNSHIP BOARD OF SUPERVISORS AMENDING CHAPTER 140 OF THE CODE OF HILLTOWN TOWNSHIP, SUBDIVISION AND LAND DEVELOPMENT, TO ADD/REVISE DEFINITIONS, REQUIRE ONE MYLAR RECORD PLAN, DELETE PARK AND RECREATION BOARD REVIEW, ADD REQUIREMENTS FOR CENTRALIZED MAIL DELIVERY AND CLUSTER BOX UNITS, AMEND CUL-DE-SAC DESIGN REQUIREMENTS, AMEND REGULATIONS FOR TREE ROOT BARRIERS, AMEND PARKING FACILITY DESIGN REGULATIONS, AND DELETE ZELKOVA SERRATA AS A PERMITTED STREET/BUFFER TREE.**

The Hilltown Township Board of Supervisors, upon review by the Bucks County Planning Commission and Hilltown Township Planning Commission, hereby enacts and ordains the following Ordinance:

**ARTICLE I Section 140-6. Definitions,** is amended to add the following:

CENTRALIZED MAIL DELIVERY AND CLUSTER BOX UNITS (CBUs) – Freestanding, concrete-pad-pedestal-mounted mailbox containing 8, 12, 13, or 16 individually locked mailboxes and parcel compartments.

**ARTICLE II Section 140-6. Definitions, PLAN, FINAL** is revised to read as follows:

PLAN, FINAL – A complete and exact plan prepared by a licensed engineer or surveyor, prepared for official recording showing right-of-way lines, easements, lot dimensions with bearings, lot numbers, and any other relevant information pertaining to the street and lot subdivision or land development. The final plan shall include improvement construction documents prepared by a licensed engineer where applicable. Final plans must show typical cross section of streets and the horizontal and vertical details (plan-profiles of all streets, drainage facilities, sanitary sewers, water mains, fire hydrants, street lights, and all underground and above ground utility conduits and poles).

**ARTICLE III Section 140-6. Definitions, STREET, ROAD OR HIGHWAY** is revised to read as follows:

STREET, ROAD OR HIGHWAY—Includes street, avenue, boulevard, road, highway, freeway, parkway, lane, viaduct, alley, or any other ways used or intended to be used by vehicular traffic or pedestrians whether public or private which are identified on the legally adopted Township street or highway plan or the official map together with all necessary appurtenances, including bridges, rights-of-way and traffic control improvements. The term shall not include the interstate highway system.

- A. EXPRESSWAY – Highways designed for large volumes of high-speed traffic with access limited to grade separated intersections.
- B. ATRERIAL – Those serving large volumes of comparatively high-speed and long distance traffic, and include facilities classified as main and secondary highways by the Pennsylvania Department of Transportation.

- C. COLLECTOR – Streets which give minimal emphasis to travel mobility; are characterized by low travel speeds, full land access, neighborhood penetration; and serve minor traffic generators such as local elementary schools, small individual industrial plants, offices, commercial facilities and warehouses not served by arterials. Collector streets are further classified as minor or major.
- D. LOCAL ACCESS – Those used primarily to provide access to abutting properties.
- E. MARGINAL ACCESS – Minor streets, parallel and adjacent to arterial streets, providing access to abutting properties and control of intersections with the arterial street.
- F. CUL-DE-SAC – A minor street intersecting another street at one end terminated at the other by a vehicular turnaround.

**ARTICLE IV Section 140-11. Major subdivision and land development procedure, subsection C. (7)(a)** is revised to read as follows.

- C. (7) Recording of final plans.
  - (a) Upon approval of the final plan, the subdivider or developer shall prepare one (1) Mylar reproduction of the original Record Plan(s), two (2) paper prints of the Record Plan(s), and three (3) paper prints including all plan sheets; all executed by the applicant bearing appropriate engineering and surveying seals, which shall be submitted to the Township not later than thirty (30) days after approval. These plans, upon satisfaction of all conditions attached to approval, will be signed by the Board of Supervisors. A copy of the executed Record Plan shall be recorded by the Township in the office of the Bucks County Recorder of Deed within ninety (90) days after approval of the final plan or the date of the approval of the Board of Supervisors noted on the plan; or the approval of the Board of Supervisors shall be null and void. The final plan must be recorded before proceeding with the sale of lots or construction of buildings.

**ARTICLE V Section 140-12. Park and Recreation Board Review** is deleted in its entirety.

**ARTICLE VI Section 140-17. Preliminary plan: land developments and major subdivisions, subsection E.** is amended to add the following:

- E. (16) Proposed CBUs and location(s). A statement shall be included establishing that the Applicant has obtained approval of the proposed CBUs and their respective locations from the District Growth Management Coordinator of the United States Postal Service.

**ARTICLE VII Section 140-18. Final plan (record), paragraph A** is revised to read as follows;

- A. Upon completion of all conditions of preliminary and final plan approval, applicant shall submit one (1) clear and legible black line mylar print and two (2) paper prints, all executed by the applicant bearing appropriate engineering and surveying seals; and a PDF copy of the plan set on a compact disk. [Amended 5-10-99 by Ord. No. 99-4; 2-25-02 by Ord. No. 2002-3; and 6-27-16 by Ord. No. 2016-1]

**ARTICLE VIII Section 140-29. Street classification and design standards** is amended to add O. Centralized Mail Delivery and Cluster Box Units as follows:

- O. Centralized Mail Delivery and Cluster Box Units shall be designed such that same are centrally located to serve the residents of the development, while providing safe and efficient access for pedestrians and motor vehicles in the vicinity of the CBU. Provisions for off-street and/or on-street parking, and ADA compliance accessibility, shall be considered when locating the CBUs. Where possible, CBUs shall be located within public ally or privately owned open space, or on private property within an access easement in favor of a community Homeowner's Association. CBUs shall be in the style, color and location approved by the Board of Supervisors subject to the United States Postal Service approved specifications which are incorporated herein by reference.

**ARTICLE IX Section 140-30. Cud-de-sac streets, subsection D.** is replaced with the following:

- D. Cul-de-sac streets with curb, whether permanent or temporary, shall be provided with a turnaround at the closed end having a minimum radius to the edge of the finished street or curb line of not less than forty (40) feet. Permanent cul-de-sac streets shall be provided at the terminus with a right-of way radius of sixty (60) feet, and a minimum return radii of fifty (50) feet.

**ARTICLE X Section 140-33. Street intersections, subsection G.** is revised to read as follows:

- G. A clear sight triangle of seventy-five (75) feet in all directions shall be provided and maintained at all intersections of public or private streets, measured along the center line from the point of intersection. Nothing which obstructs the vision of a motorist shall be permitted in this area.

**ARTICLE XI Section 140-37, Landscaping and street trees, subsection B. (8) (g)** is deleted in its entirety.

**ARTICLE XII Section 140-37. Landscaping and street trees, subsection C.** is revised to read as follows:

C. Street landscaping.

- (1) Trees within the right-of-way of a Township street shall not be removed without Township approval except removal of trees within the clear sight triangle, removal of invasive species, diseased trees, and dead trees, or removal of trees determined by the Township to be in poor health.
- (2) Street trees or front yard landscaping trees shall be required along all existing and proposed streets within any land development or major subdivision where suitable street trees do not exist. Street trees shall not be required for a minor subdivision. Street trees shall not be planted opposite each other but shall alternate.
- (3) Where sidewalk does exist and is not proposed, street trees shall be planted within the street right-of-way a minimum of ten (10) feet from the edge of cartway, except where the Township agrees suitable trees are already in place. (Refer Appendix A-1). Where street trees cannot be installed within the right-of-way a minimum of ten (10) feet from the cartway, or sidewalk exists or is proposed, an equal number of trees shall be planted on-lot within the front yard.
- (4) Street trees shall be selected and coordinated to provide adequate separation from overhead and underground utilities. (Refer Appendix K). A note shall be included on all subdivisions and land development plans indicating that prior to installation of street trees, tree location and species will be reviewed by the Township relative to the location of installed utilities. If a potential conflict is determined by the Township, tree location and species must be revised.
- (5) Street trees shall be selected to create uniformity and cohesiveness within a development, limiting the number of varieties of trees, and installing trees that have similar growth and shape patterns.
- (6) "Medium to large" street trees shall be planted at intervals of not more than forty (40) feet. "Small" street trees shall be planted at intervals not to exceed thirty (30) feet measured along the lot width. (Refer Appendix K).
- (7) Street trees shall meet the following standards:
  - (a) At the time of planting, medium to large street trees shall have a trunk diameter of not less than three (3) inches measured six (6) inches above grade; small street trees shall have a trunk diameter of not less than two and one-half (2 ½) inches measured six (6) inches above grade.
  - (b) Branching Height – The height of branching shall bear a relationship to the size, species, and location of the tree. Trees selected for street tree use shall have a minimum clearance height of seven (7) feet above grade before branching begins.



**ARTICLE XIII Section 140-45. Parking facilities, subsection C. (8)** is revised to read as follows:

- (8) All nonresidential parking facilities, and all multi-family residential parking facilities and access driveways, shall be paved. Minimum requirements for residential and institutional parking facilities shall be eight (8) inches of 3A modified stone, one and one-half (1 ½) inches of Superpave binder, and one and one-half (1 ½) inches of Superpave wearing course material. Commercial and industrial parking facility design requirements shall be subject to approval by the Township Engineer based upon expected traffic loads. Driveway entrances must be paved in accordance with the same requirements.

**ARTICLE XIV Section 140-45. Parking facilities, subsection C. General parking lot standards** is amended to add the following:

- (11) Adequate means for pedestrian access between buildings (on the site) and to and through the parking facility (and to the street sidewalk, where applicable) must be provided.
- (12) Parking area design must accommodate access and circulation for fire trucks and other emergency vehicles, and the largest delivery truck anticipated for the proposed use.

**ARTICLE XV Section 140-45. Parking facilities, subsection D. residential parking lots** is revised to read as follows:

D. Residential parking lots.

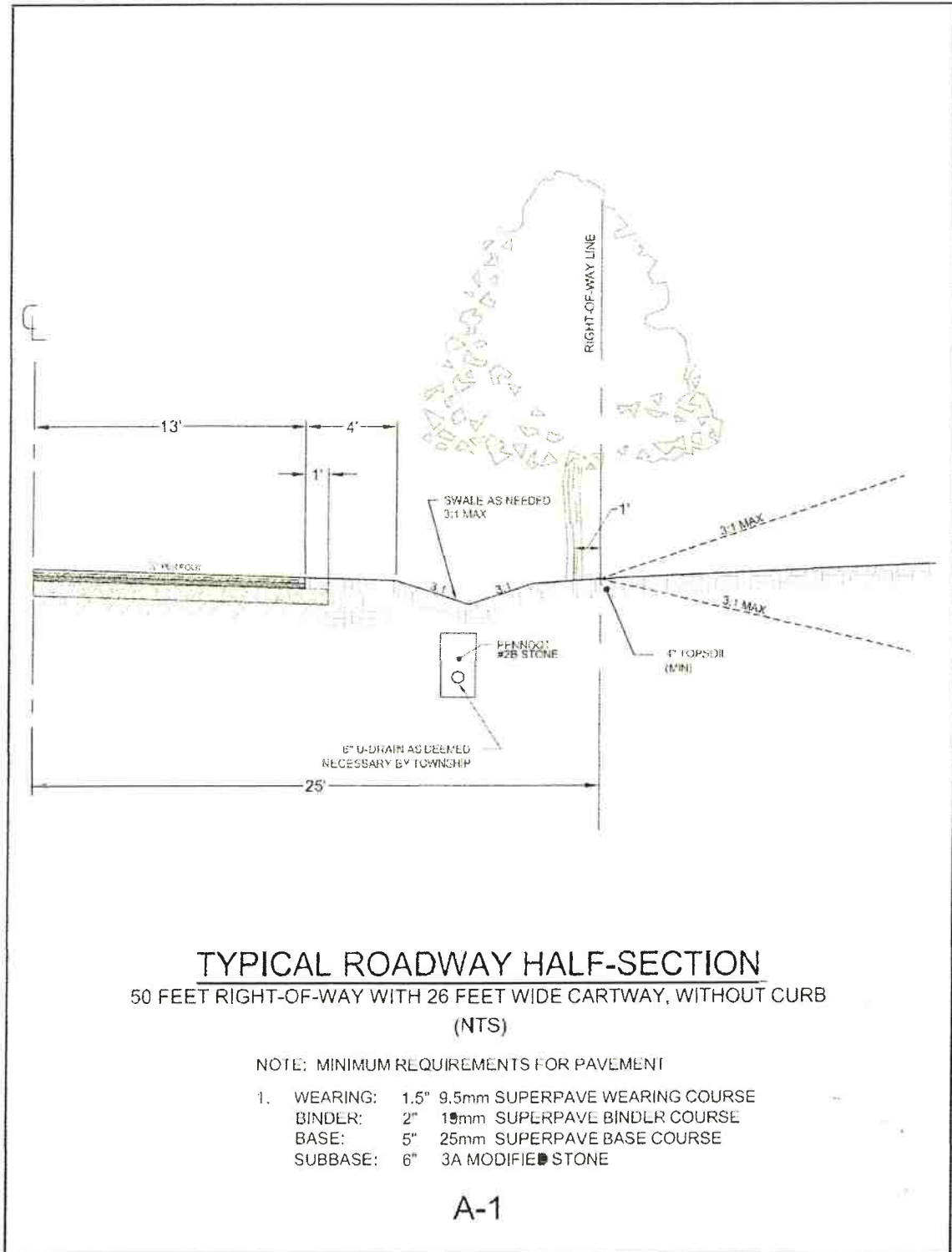
- (1) Parallel rows of parking spaces, which are not separated by a driveway, shall be separated by a planting strip, a minimum of ten (10) feet wide.
- (2) A single row of parking spaces located parallel to and between two (2) driveways shall be separated from one (1) of the driveways by a planting strip, a minimum of five (5) feet wide.
- (3) Parking lots shall be divided into sections of not more than twenty (20) cars each, with the sections separated by planting strips, a minimum of ten (10) feet wide.
- (4) The parking area shall be landscaped in accordance with §140-37 of this Ordinance.

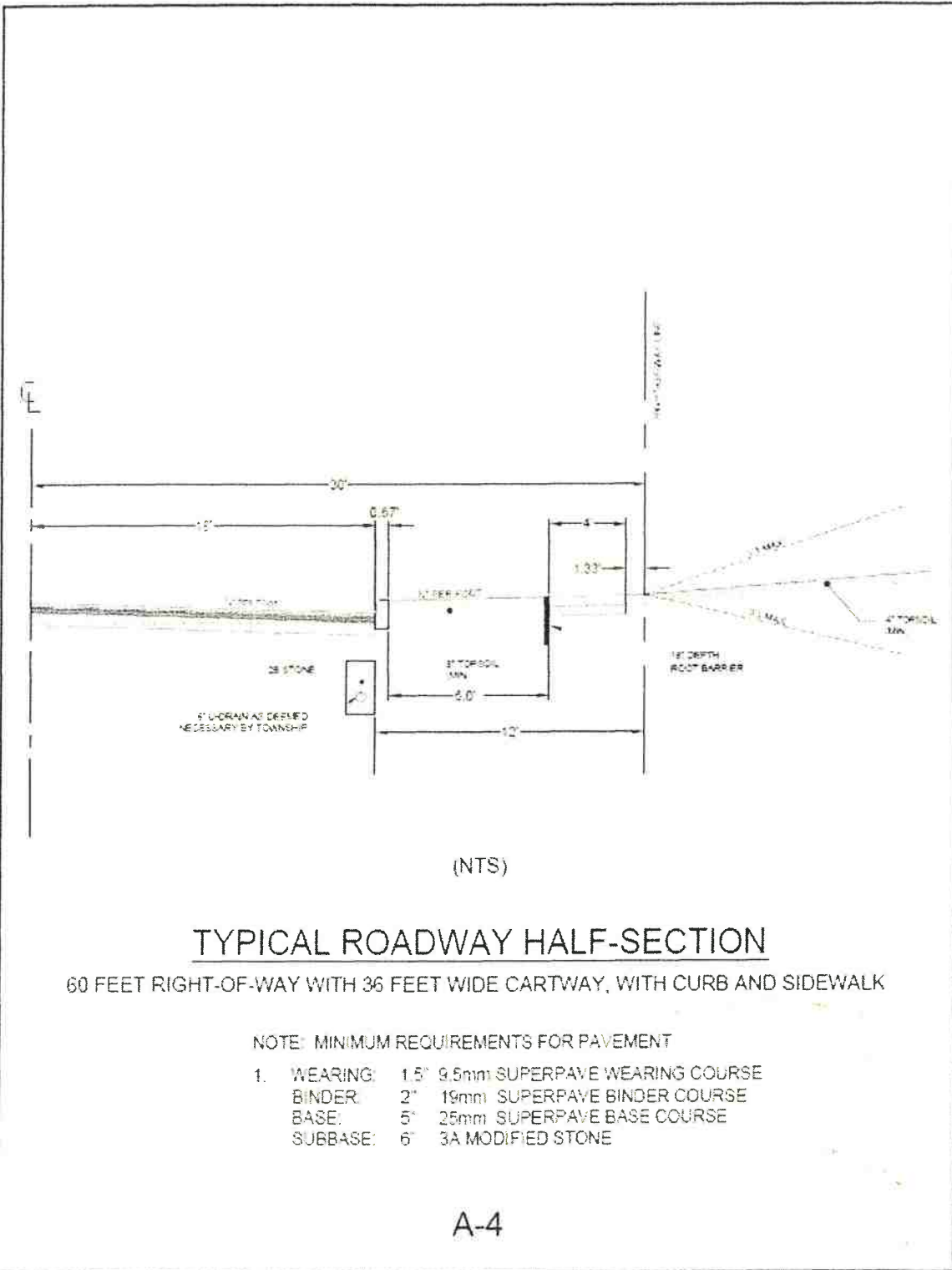
**ARTICLE XVI Section 140-45. Parking facilities, subsection E. Nonresidential parking lots** is revised to read as follows:

E. Non-Residential parking lots.

- (1) Parking lots with a capacity of fifteen (15) to one-hundred (100) cars shall require a planting strip, a minimum of ten (10) feet wide, landscaped in accordance with §140-37 of this Ordinance, around the entire perimeter except where buildings, driveways, and walkways are located.
- (2) Parking lots for more than one-hundred (100) cars shall be divided into sections by planting strips, a minimum of ten (10) feet wide.
  - (a) These planting strips shall be located parallel to the rows of parking, to serve the following purposes:
    - [1] To separate main access (entrance-exit) driveways from rows of parking spaces.
    - [2] To separate other major driveways from rows of parking spaces (service drives, general internal circulation).
    - [3] To separate large parking areas into smaller units at intervals of not more than four (4) rows of parking stalls with each unit capacity not greater than one-hundred (100) cars.
    - [4] Refer Appendix C for an illustration of appropriate locations and use of these planting strips.

ARTICLE XIX. Appendix A, Construction Details, A-1 and A-4 are revised to read as follows:





(b) The ends of rows of parking shall be marked as islands by means of painted lines or the use of different paving materials such as paving blocks, bricks, or round stones.

[1] Each row of spaces shall contain marked end islands equal in size to one (1) parking space.

[2] Parking shall be prohibited on this islands.

[3] The first parking space abutting the end of each island shall be reserved and marked for handicapped parking, at the end of the row closest to the building unless more convenient locations are possible and reasonable. Ramps shall be provided at convenient intervals for access between parking surface and sidewalks.

(c) For parking areas with an ultimate capacity greater than five-hundred (500) cars, the requirements of E. (2) above may be modified by the Board of Supervisors to provide separation into units at intervals of six (6) rows of parking stalls, with each unit capacity not greater than one-hundred fifty (150) cars.

(d) The applicant may request the Township to permit an alternative design which achieves the purposes of this parking area requirements as well or better than the requirements herein. The final decision to permit an alternative design shall be made by the Board of Supervisors.

(3) The parking area shall be landscaped in accordance with §140-37 of this Ordinance.

**ARTICLE XVII Section 140-61. Criteria for determining location and suitability, subsection F.** is revised to read as follows:

F. The recreational activities and/or facilities for which the area is intended shall be specified on the Record Plan.

**ARTICLE XVIII Appendix K. Planting materials list, Medium to Large deciduous trees** is revised to delete the row:

Zelkova Serrata	Japanese Zelkova	60-70	Y	Not Native
-----------------	------------------	-------	---	------------

**ARTICLE XX Repealer**

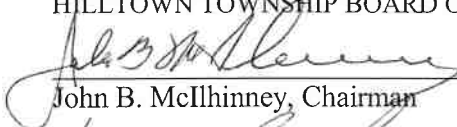
Any Ordinance or Ordinance provision of the Township consistent with any of the provisions of this Ordinance is hereby repealed to the extent of the inconsistency only.


**ARTICLE XXI Severability**


Should any section or any provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance.

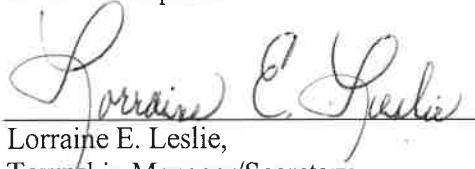
**ENACTED AND ORDAINED** at a regular meeting of the Hilltown Township Board of Supervisors on this 10<sup>th</sup> day of December, 2018. This Ordinance shall take effect five (5) days after the date of adoption.

HILLTOWN TOWNSHIP BOARD OF SUPERVISORS

  
John B. McIlhinney, Chairman

  
Kenneth B. Bennington, Vice-Chairman

  
James C. Groff, Supervisor

Attest:   
Lorraine E. Leslie,  
Township Manager/Secretary