

**ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS  
JUNE 9, 2020 REGULAR MONTHLY MEETING AGENDA**

**HELD AT THE ANNVILLE TOWNSHIP PUBLIC WORKS FACILITY GARAGE  
675 WEST MAIN STREET, ANNVILLE, PA 17003 DUE TO COVID-19 PANDEMIC EMERGENCY**

Announced Visitors:     None

- I.        Call to Order – 7:00 PM
- II.       Pledge of Allegiance
- III.      Recognition of Visitors and Opportunity for Public Comment
- IV.      Approval of Minutes
  - A.    May 5, 2020 Regular Meeting
  - B.    May 21, 2020 Public Hearing
  - C.    June 4, 2020 Public Hearing
- V.       Reports of Standing Committees
  - A.    Public Works
  - B.    Public Safety
  - C.    Property
  - D.    Parks & Recreation
  - E.    Finance
  - F.    Permits
  - G.    Annville Activities
- VI.      Reports of Special Committees
  - A.    Executive Sessions
  - B.    Planning Commission
  - C.    Historic Architectural Review Board (HARB)
  - D.    Wage & Salary
  - E.    Municipal Separate Storm Sewer System (MS4)
  - F.    Greater Lebanon Refuse Authority (GLRA)
  - G.    Fire Department
- VII.     Old Business
  - A.    Automated Red Light Enforcement (ARLE) Grant Pedestrian Improvements
  - B.    Proposed Ordinance No. 675 – Revisions to Floodplain Management Regulations and Zoning Map
  - C.    Tentative Projects
- VIII.    New Business
  - A.    Authorization for Holding Meetings at the Annville Public Works Facility Garage due to COVID-19 Emergency
  - B.    Hiring of Seasonal Part-Time Custodian
  - C.    Community Development Block Grant (CDBG)
- IX.      Correspondence
- X.       Pay Bills
- XI.      Adjournment

**MINUTES OF THE ANNVILLE TOWNSHIP  
BOARD OF COMMISSIONERS  
June 9, 2020**

The June Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on June 9, 2020 at the Annville Public Works Facility, 675 West Main Street, Annville, PA due to the COVID-19 pandemic emergency with the following members present: Rex A. Moore, President; Henri B. Lively, Vice President; Thomas R. Embich, Treasurer; Nevin R. Hoover; and Anthony C. Perrotto. Also in attendance were Nicholas T. Yingst, Township Administrator and Secretary to the Board of Commissioners; Bernard Dugan, Chief of Police; Corey Lamoureux, Esq., Township Solicitor; Dean Wolfe, West Main Street; Tim Phillips and David Stoner, West Queen Street; Michael Schroeder, Annville Town Square Protesters for Racial Justice; and Michael Thorley, PE, Chrisland Engineering.

President Moore called the meeting to order and led those present in the Pledge of Allegiance to the flag of the United States of America.

**RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:**

President Moore provided an opportunity for public comment and the following comments were noted from those in attendance:

**Request for Waiver of Street Cut Moratorium:** Mr. Stoner was recognized for comment and shared that his company, Stoner & Phillips General Construction, purchased the property at 316 West Queen Street in March 2020 and has been renovating it since then. Noting there was an existing gas meter in the basement of the property, he contacted the gas company in April to coordinate hooking up gas service and began installing gas appliances. This month he learned the gas company would not hook up the service because it would require cutting West Queen Street and the Township has placed a five-year moratorium on street cuts following paving of same. It was further noted this specific section of roadway was paved in Autumn 2018. In light of Section 21-513 of the Annville Township Code of Ordinances, which provides that a request could be made to the Board of Commissioners for a waiver, Mr. Yingst indicated that Mr. Stoner submitted the necessary request to him asking the Board to grant the waiver for the reasons he shared. The Commissioners discussed this with Mr. Stoner, and Mr. Embich asked him if he was informed prior to settlement about the moratorium. Mr. Stoner indicated the property was purchased from the United States Department of Housing and Urban Development (HUD) and he and Mr. Phillips were not informed of this or much else by HUD. He further noted he would not have made these changes had he known about the moratorium. **MOTION** by Mr. Hoover, second by Mr. Perrotto to grant a waiver from the street cut moratorium for the property at 316 West Queen Street for the hooking up of same to natural gas. Motion carried unanimously and Mr. Phillips and Mr. Stoner thanked the Board and left the meeting at 7:08 PM.

**Appreciation for Police Department:** Mr. Schroeder was recognized for comment and expressed his appreciation to the Police Department for its exemplary professionalism and public service in dealing with the daily public protest actions staged by the Annville Town Square Protesters for Racial Justice. He also informed the Board of the event he was planning for July 5, 2020 that would include a reading of a speech by Frederick Douglass and he invited Township officials and the public to attend.

Mr. Schroeder left the meeting at 7:10 PM.

**Moore Subdivision and Land Improvements Plan:** Mr. Thorley was recognized for comment and provided a brief overview of the Moore subdivision and land improvements plan that had been reviewed by the Planning Commission (PC) at its June meeting. Mr. Perrotto summarized the PC's review of this proposed project and its rationale for recommending approval of three waiver requests as well as contingent approval of the plan. Mr. Yingst also reported that Attorney Andrew Race from Reilly Wolfson, the firm that serves as the Township Solicitor, was representing the Township in this matter due to Mr. Lamoureux serving as the attorney for the applicant. He further reported that Mr. Race had reviewed the pertinent documents for this plan and concurred with the PC's recommendations. With no further comments or questions noted the recommendations of the PC were then considered.

**Moore Subdivision and Land Improvements Plan Requests for Relief:** At the recommendation of the PC, **MOTION** by Mr. Perrotto, second by Mr. Lively to grant the following waivers from Chapter 22 of the Annville Township Code of Ordinances for the Moore subdivision and land improvements plan:

- (1) Section 22-305, allowing for submission of a preliminary/final plan;
- (2) Section 22-404.1, allowing for the use of a plan size other than 18 by 24 inches, provided the plan be recorded on 18 by 24-inch sheets; and
- (3) Sections 22-505.2.E.(7) and 22-505.6.B, allowing for a smaller pipe size and different pipe materials.

Motion carried by a vote of four to zero with Mr. Lively, Mr. Embich, Mr. Hoover, and Mr. Perrotto voting in favor of the motion and President Moore recusing himself from the vote, his explanation for doing so being attached and made a part of these minutes.

**Moore Subdivision and Land Improvements Plan Approval:** At the recommendation of the PC, **MOTION** by Mr. Lively, second by Mr. Hoover to approve the Moore preliminary/final subdivision and land improvements plan contingent upon the satisfactory addressing of the comments in the Lebanon County Planning Department letter dated June 3, 2020 and the Township Engineer's letter dated June 3, 2020. Motion carried by a vote of four to zero with Mr. Lively, Mr. Embich, Mr. Hoover, and Mr. Perrotto voting in favor of the motion and President Moore recusing himself from the vote, his explanation for doing so being attached and made a part of these minutes.

Mr. Thorley left the meeting at 7:16 PM.

### **APPROVAL OF MINUTES:**

**May 5, 2020 Regular Meeting:** **MOTION** by Mr. Lively, second by Mr. Embich to approve the minutes of the Regular Meeting held May 5, 2020 as presented. Motion carried unanimously.

**May 21, 2020 Public Hearing:** **MOTION** by Mr. Hoover, second by Mr. Lively to approve the minutes of the Public Hearing held May 21, 2020 as presented. Motion carried unanimously.

**June 4, 2020 Public Hearing:** **MOTION** by Mr. Perrotto, second by Mr. Lively to approve the minutes of the Public Hearing held June 4, 2020 as presented. Motion carried unanimously.

**CONFLICT OF INTEREST  
ABSTENTION MEMORANDUM**

**TO:     Annville Township Secretary  
         Annville Township**

**FROM:**    Rex Moore    , **Annville Township Commissioner**

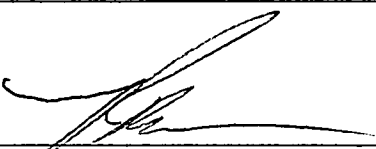
**DATE:**    June 9, 2020    

Pursuant to the Pennsylvania Public Official and Employee Ethics Law, I hereby declare that I abstain from voting regarding the following issue/motion:

Waiver approvals and contingent approval matters for  
the Moore subdivision and land improvements plan  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

My reason/conflict for abstaining from voting is as follows:

VOTE PERTAINS TO MY PROPERTY  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

  
\_\_\_\_\_  
Signature  
Commissioner  
Annville Township

**REPORTS OF STANDING COMMITTEES:**

**Public Works:** The Public Works Report for May 2020 was reviewed, a copy of which is attached hereto and made a part of these minutes. The following items were then addressed:

**Cancellation of the May Physical Meeting of the Township Authority and Rescheduling of Same Remotely due to COVID-19 Emergency:** At the recommendation of the Township Authority, **MOTION** by Mr. Perrotto, second by Mr. Lively to ratify (1) the cancellation of the May 26, 2020 physical meeting of the Township Authority and rescheduling of same remotely via the Zoom web-based audio and video conference platform due to the COVID-19 emergency and (2) advertisement for same. Motion carried unanimously.

**Programming and Installing of Centrifuge Feed Pumps:** At the recommendation of the Township Authority, **MOTION** by Mr. Perrotto, second by President Moore to authorize Gannett Fleming to program and install the two sludge transfer pumps as centrifuge feed pumps to complement the one pump currently used for this purpose in the dewatering process at a cost not to exceed \$6,000. Motion carried unanimously.

**Public Safety:** The Police Statistical Report for May 2020 was reviewed, a copy of which is attached hereto and made a part of these minutes.

**Property:** Per a question from Mr. Hoover, Mr. Yingst reported he signed the proposal for the Town Hall window project the prior month and the downpayment was submitted to the contractor.

**Parks & Recreation:** Per an observation from Mr. Embich there was brief discussion on poison hemlock in Quittie Creek Nature Park.

**Finance:** Mr. Embich reviewed the Financial Report for May 2020, highlighting the total income and expenses through the fifth month of 2020 and referencing the analysis provided by Mr. Yingst of balance sheet and income statement items that might be impacted by the COVID-19 pandemic emergency. A copy of the report is attached hereto and made a part of these minutes.

**Permits:** The Permits Report for May 2020 was reviewed, a copy of which is attached hereto and made a part of these minutes. The street cut for the property at 316 West Queen Street was also discussed.

**Annville Activities:** Mr. Perrotto reported that in lieu of the annual Memorial Day parade, a solemn procession was conducted on May 23, 2020 along the usual parade route. He further noted the response to this procession was extremely positive, as was the collaboration between the Parade Committee and the Police Department that made this possible.

**MOTION** by Mr. Embich, second by Mr. Hoover to approve the reports of the Standing Committees as presented. Motion carried unanimously.

**REPORTS OF SPECIAL COMMITTEES:**

***ANNVILLE TOWNSHIP PUBLIC WORKS DEPT.***

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**WORK DONE FOR MAY 2020**

- (1) **DOWNTOWN LIGHTS**      Repaired 3 lights
- (2) **STREET SWEEPING**      Swept 6 hrs. in Annville
- (3) **POTHOLES**      We will be doing potholes in June
- (4) **PAVING**      Called Hoffer Paving, Martin's Paving, and  
Pennsy Paving for prices on streets and Town Hall parking lot

Respectfully submitted,  
Les Powell

## TOTAL MAN HRS FOR MAY 2020

WORK PROJECTS	LP	CK	JS	JV	GK	KH	
ASPHALT	0	0	0	0	0	0	0
BOLLARDS	0	0	0	0	0	0	0
BULK P/U	0	0	0	0	0	0	0
CHIPPING/BRANCHP/U	0	0	0	0	0	0	0
CHRISTMAS TREE	0	0	0	0	0	0	0
D/T WORK	0	2	6	1	2	0	11
DUMPSTERS	12	23	48.5	8.5	21	0	113
EQUIP. MAINT	0	0	0	0	0	0	0
GARBAGE	0	0	0	0	0	0	0
GRASS CUTTING	0	0	11	11	0	0	22
LEAVES	0	0	0	0	0	0	0
LINE PAINTING	0	0	0	0	0	0	0
MEM.DAY PAR.	0	0	0	0	0	0	0
MISC	0	0	0	0	0	0	0
MS4	0	0	0	0	0	0	0
NNO	0	0	0	0	0	0	0
OLD ANN DAY	0	0	0	0	0	0	0
PAPER WORK	0	0	0	0	0	0	0
PARK	0	2	2	2	0	0	6
PARTS	0	0	0	0	0	0	0
PLOWING	0	0	0	2	0	0	2
POLICE	0	1	0	0	3	0	4
S. METAL	0	0	0	0	0	0	0
SALTING	0	0	0	0	0	0	0
SIDEWALKS (SNOW)	0	0	0	0	0	0	0
SIGN WORK	0	0	0	0	0	0	0
ST. REPAIRS	0	0	0	0	0	0	0
STORM DRAINS	0	0	0	0	0	0	0
SWEEPING	6	0	0	0	0	0	6
TOWN HALL	2	0	0	1	6	0	9
WEEDS	0	0	0	0	0	0	0
TOTAL MAN HRS	20	28	67.5	25.5	32	0	173
	105	159.5	224.5	140.5	124.5	0	
							TOTAL HRS FOR MAY
							173
							754
							TOTAL HRS FOR YEAR

COMMENTS



ANNVILLE TOWNSHIP POLICE  
MONTHLY REPORT  
May 2020



• CALLS FOR SERVICE	204
• ORDINANCE VIOLATIONS	
1. DOG	5
2. NOISE	3
3. PARKING	5
4. VEHICLE	3
5. ANIMAL	4
6. BURNING	2
7. DUMPING	2
8. FIREWORKS	1
9. FIREARMS	1
• CRIMINAL ARRESTS	01
○ ADULT	01
○ JUVENILE	00

ANNVILLE ACCIDENT LOCATIONS

• TOTAL TRAFFIC CITATIONS	01	- Main & Grant Streets
• TOTAL TRAFFIC WARNINGS	05	- 210 Water Street
• TOTAL NON-TRAFFIC CITATIONS	02	- 1324 East Main Street
• TOTAL VEHICLE ACCIDENTS	07	

SOUTH ANNVILLE LOCATIONS

○ REPORTABLE	02	
○ NON-REPORTABLE	01	- 798 West Main Street
○ HIT & RUN	02	- 4171 Oak Street
• PARKING TICKETS ISSUED	1	



# Annville Township Police Department

## MONTHLY REPORT MAY 2020

Total Calls by Call Type From: 04/30/2020 - 05/31/2020

<u>Call Type</u>	<u>Total Calls</u>
AMBULANCE CALL	27
ASSIST OTHER POLICE	20
SUSPICIOUS ACTIVITY	12
CIVIL MATTER	9
DRIVING COMPLAINT	8
BACKGROUND INVESTIGATION	7
MISCELLANEOUS	7
CHECK ON WELL BEING	6
FIRE CALL	6
DOG COMPLAINT	5
PARKING COMPLAINT	5
TRAFFIC ENFORCEMENT - WARNING	5
ANIMAL COMPLAINT	4
ASSIST MOTORIST	4
DOMESTIC DISPUTE	4
POLICE INFORMATION	4
ABANDONED VEHICLE	3
ALARMS	3
COMMUNITY EVENT	3
LOST & FOUND	3
NOISE COMPLAINT	3
PFA ORDER VIOLATION	3
SUSPICIOUS PERSON	3
VEHICLE COMPLAINT	3
911 HANGUP	2
ACCIDENT, HIT & RUN	2
ACCIDENT, REPORTABLE	2
BURNING - COMPLAINT	2
DRUG BOX - PRESCRIPTION	2
DUMPING COMPLAINT	2
HARASSMENT	2
NEIGHBORHOOD DISPUTE	2
ROAD CLOSURE / DETOUR / SIDEWALK /CONSTRUCTION	2
TRAFFIC HAZARD	2
ACCIDENT, NON-REPORTABLE	1
BACKGROUND INVESTIGATION - RECORD RELEASED	1
BURNING PERMIT	1
BUSINESS-ESSENTIAL-COVID19	1
CHILD ABUSE	1
DOG LAW	1
DRUG INFORMATION	1
DRUG OVERDOSE	1
DUI	1
DUMPSTER	1

FIREARMS, DISCHARGING - ORDINANCE	1
FIREWORKS COMPLAINT	1
FRAUD	1
JUVENILE COMPLAINT	1
MEGAN'S LAW NOTIFICATION	1
MENTAL HEALTH	1
ORDINANCE - OTHER VIOLATIONS	1
PARKING ENFORCEMENT	1
PARKING WARNING	1
SUSPICIOUS VEHICLE	1
TERRORISTIC THREATS	1
THEFT - DECEPTION	1
THEFT - UNLAWFUL TAKING	1
TRAFFIC CONTROL - OTHER	1
TRAFFIC ENFORCEMENT - CITATION	1
UNATTENDED DEATH	1
WARRANT	1
<b>Total Calls:</b>	<b>204</b>

## Permits Report

Month of May 2020

Plumbing Permits issued	_____	_____
Plumbing Licenses issued	_____	_____
Excavator Licenses issued	_____	_____
Total Curb/Sidewalk Permit Fees Collected		_____
Total Street Cut Permit Fees Collected		<u>\$600.00</u>
Total Tapping Fees Collected		_____

### Tapping Fees

#### Building Permits

#10-20	Keith and Niki Heck	Add to a Structure
#11-20	Duvall & Duvall LLC	Erect/Replace Sign/Other
#12-20	Jesse and Laura Horst	Erect a New Structure
#13-20	Richard Jr. and Kathy Schaeffer	Add to a Structure
#14-20	Bowers Maintenance, LLC	Erect a New Structure
#15-20	Anthony Ebersole and Jessica Murray	Add to a Structure
#16-20	Jacqueline Keener	Other/Fence
#17-20	Anthony and Jamie Deaven	Other/Fence

#### Curb/Sidewalk Permits

#### Street-Cut Permits

#2020-23	316 W. Queen Street (3 cuts)	UGI	Install gas service
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#### Burn Permit

**Executive Sessions:** Mr. Yingst reported that no Executive Sessions were held since the adjournment of the May Regular Meeting. An Executive Session was requested to be held following the adjournment of the evening's meeting to discuss personnel matters including those pertaining to grievances filed by the Annville Township Police Officers Association and public safety issues pertaining to emergency preparedness.

**Planning Commission:** Mr. Perrotto briefly summarized the contents of the draft minutes from the June 8, 2020 Planning Commission meeting that were provided to the Commissioners. The following items were then addressed:

**Lebanon Valley College (LVC) Arnold Fitness Center Locker Room Expansion Land Development Plan:** Mr. Perrotto described the discussion at the PC meeting regarding the differences of opinion between LVC's engineer and the Township Engineer regarding the lack of proposed stormwater improvements for the locker room expansion project, with the latter expressing concerns about additional stormwater generation and recommending further analysis on this by LVC's engineer. Mr. Hoover noted his concerns about any additional runoff from new development on campus and its impact on the Ulrich Street stormsewer system and urged that this be closely reviewed.

**Stone Hill Village Phase 3B-1 Plan Reapproval:** Noting a request for same had been received from Eugene Martin of Stone Hill Village and recalling the Board's past conversations with him about this, **MOTION** by Mr. Lively, second by President Moore to extend approval for the final land development plan for Phase 3B-1 of Stone Hill Village by an additional 90 days by reapproving said plan contingent upon all items in the Township Engineer's review letter being satisfactorily addressed and obtaining the necessary signatures. Motion carried unanimously.

**Historic Architectural Review Board (HARB):** Mr. Embich reported that HARB did not meet in May.

**Wage & Salary:** Nothing to report this month.

**Municipal Separate Storm Sewer System (MS4):** Mr. Embich briefly provided an update on the efforts of the Lebanon County Stormwater Consortium's (LCSC) engineer to amend the LCSC's Pollutant Reduction Plan (PRP) in light of additional stormwater improvements not originally included on the PRP.

**Greater Lebanon Refuse Authority (GLRA):** Mr. Embich shared information on the planned expansion of the landfill.

**Fire Department:** The Board noted the receipt of the May 2020 Fire Chief's Report and Monthly Statistical Report for the Union Hose Company (UHC) and Mr. Lively reviewed same, in particular noting the UHC was resuming in person training with social distancing. Mr. Wolfe then shared his thoughts on the Governor's COVID-19 measures. The following item was then addressed:

Resolution No. 20200609-1 – Approving Borrowing by the UHC for the Rescue Truck: Noting that the required Public Hearing regarding the UHC's desire to borrow \$200,000 from the Office of the State Fire Commissioner's Volunteer Loan Assistance Program to pay down the existing loan for the rescue truck had taken place on May 21, 2020, proposed Resolution No. 20200609-1, approving this borrowing in an amount up to \$200,000 by the UHC, was presented to the Board for its consideration. **MOTION** by Mr. Perrotto, second by Mr. Embich to approve Resolution No. 20200609-1 as presented. Motion carried unanimously and a copy of this resolution is attached hereto and made a part of these minutes.

**MOTION** by Mr. Perrotto, second by Mr. Lively to approve the reports of the Special Committees as presented. Motion carried unanimously.

**OLD BUSINESS:**

**Automated Red Light Enforcement (ARLE) Grant Pedestrian Improvements:** Mr. Hoover raised a question about the replacement of bricks at a location where a street tree was removed and Mr. Yingst indicated he would review this with the Public Works Department.

**Ordinance No. 675 – Revisions to Floodplain Management Regulations and Zoning Map:** Mr. Yingst presented proposed Ordinance No. 675, revising floodplain management regulations to comply with the latest Federal Emergency Management Agency (FEMA) requirements and the zoning map in accordance with the latest flood maps developed by FEMA. He noted that, as these changes pertained to zoning, the necessary steps for such revisions per the Municipalities Planning Code were followed, including holding a required public hearing, and the proposed ordinance and map were properly advertised and could be considered for adoption. **MOTION** by Mr. Embich, second by Mr. Lively to adopt Ordinance No. 675 and the revised zoning map as presented. Motion carried unanimously and a copy of this ordinance is attached hereto and made a part of these minutes.

**Tentative Projects:** The Board discussed several projects on which action had been deferred. Regarding a welcome sign, Mr. Yingst reported the quote from Horst Signs would still be honored through the end of July. He further noted that, since the intended location of the sign would require a Zoning Hearing Board petition, going through that process would inevitably run long past the effective date of the quote. Mr. Perrotto also revisited the Jones and Maple Streets stormwater proposal and expressed his belief that any possible action on this should be deferred until there was a better understanding of the financial impact of the COVID-19 pandemic emergency. At his request, Mr. Yingst then briefly discussed the delayed deadlines for submitting municipal property taxes and the challenges of knowing when the financial impacts of COVID-19 will be understood. The Commissioners agreed to remove tentative projects from the agenda at this time.

**NEW BUSINESS:**

**Authorization for Holding Meetings at the Annville Public Works Facility Garage due to COVID-19 Emergency:** **MOTION** by Mr. Embich, second by Mr. Perrotto to (1) ratify holding the June 8, 2020 meeting of the PC and the June 9, 2020 meeting of the Board of Commissioners at the Annville Public Works Facility Garage due to the COVID-19 emergency, (2) ratify the

RESOLUTION NO. 20200609-(

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF ANNVILLE, LEBANON COUNTY, PENNSYLVANIA, APPROVING THE BORROWING BY THE UNION HOSE COMPANY OF ANNVILLE, INCORPORATED, OF UP TO TWO HUNDRED THOUSAND DOLLARS (\$200,000.00) FROM THE COMMONWEALTH OF PENNSYLVANIA, OFFICE OF THE STATE FIRE COMMISSIONER, VOLUNTEER ASSISTANCE PROGRAM, TO PAY DOWN THE EXISTING LOAN WITH FULTON BANK, N.A., FOR THE SUTPHEN/RESCUE1 HEAVY RESCUE TRUCK.

WHEREAS, the Township of Annville, Lebanon County, Pennsylvania, ("Annville") is a political subdivision, a Township of the First Class, of the Commonwealth of Pennsylvania, and is governed by its Board of Commissioners; and

WHEREAS, the Union Hose Company of Annville, Incorporated, a non-profit corporation, and a qualified volunteer fire department, duly organized and existing under the laws of the Commonwealth of Pennsylvania, and a tax-exempt organization as defined in Section 501(c)(3) of the Internal Revenue Code, is a fire company organized to provide firefighting services within Annville Township, and is required by Ordinance to provide firefighting services within Annville Township; and

WHEREAS, the Union Hose Company of Annville, Incorporated, desires to borrow up to Two Hundred Thousand Dollars (\$200,000.00) from the

Commonwealth of Pennsylvania, Office of the State Fire Commissioner, Volunteer Assistance Program, to pay down the existing loan with Fulton Bank, N.A., for the Sutphen/Rescue1 heavy rescue truck; and

WHEREAS, said borrowing must be approved by the Annville Township Board of Commissioners, the applicable elected representatives of Annville Township, after a public hearing; and

WHEREAS, the Board of Commissioners of the Township, after such public hearing, desires to approve the borrowing requested by the Union Hose Company of Annville, Incorporated.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Annville, as follows:

1. The Board of Commissioners of the Township of Annville hereby approves, following a public hearing, the borrowing by the Union Hose Company of Annville, Incorporated, of up to Two Hundred Thousand Dollars (\$200,000.00) from the Commonwealth of Pennsylvania, Office of the State Fire Commissioner, Volunteer Assistance Program, to pay down the existing loan with Fulton Bank, N.A., for the Sutphen/Rescue1 heavy rescue truck.

2. The borrowing shall not exceed Two Hundred Thousand Dollars (\$200,000.00).

3. The borrowing shall be an obligation of the Union Hose Company of Annville, Incorporated, but shall not be an obligation of Annville Township, nor shall the borrowing be subject to any claim against Annville Township, its revenues, or its property.

4. The President or Vice President of the Board of Commissioners, and the Secretary, respectively, of the Township of Annville, are authorized and directed, upon passage of this Resolution to execute this Resolution and deliver it to the Union Hose Company of Annville, Incorporated.

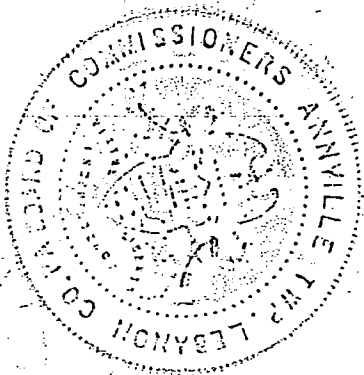
5. In the event any provision, section, sentence, clause, or part of this Resolution shall be held to be invalid, such invalidity shall not affect or impair any remaining provision, section, sentence, clause, or part of this Resolution, it being the intent of the Township of Annville that such remainder shall be and shall remain in full force and effect.

6. All Resolutions or parts of Resolutions, insofar as the same shall be inconsistent herewith, shall be, and the same expressly are, repealed.



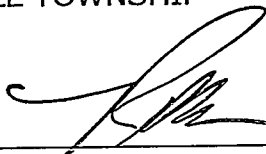
7. This Resolution shall be effective upon its enactment.

DULY ENACTED AND RESOLVED, by the Board of Commissioners of the Township of Annville, Lebanon County, Pennsylvania in lawful session duly assembled, this 9th day of June, 2020.



ANNVILLE TOWNSHIP

By: \_\_\_\_\_

  
Rex Moore  
President  
Annville Township  
Board of Commissioners

ATTEST:

  
Secretary

ANNVILLE TOWNSHIP  
ORDINANCE NO. 675

AN ORDINANCE REQUIRING ALL PERSONS, PARTNERSHIPS, BUSINESSES, AND CORPORATIONS TO OBTAIN A PERMIT FOR ANY CONSTRUCTION OR DEVELOPMENT; PROVIDING FOR THE ISSUANCE OF SUCH PERMITS; SETTING FORTH CERTAIN MINIMUM REQUIREMENTS FOR NEW CONSTRUCTION AND DEVELOPMENT WITHIN AREAS OF THE TOWNSHIP OF ANNVILLE WHICH ARE SUBJECT TO FLOODING; AND ESTABLISHING PENALTIES FOR ANY PERSONS WHO FAIL, OR REFUSE TO COMPLY WITH, THE REQUIREMENTS OR PROVISIONS OF THIS ORDINANCE.

WHEREAS, the Legislature of the Commonwealth of Pennsylvania has, by the passage of the Pennsylvania Flood Plain Management Act of 1978, delegated the responsibility to the local governmental units to adopt floodplain management regulations to promote public health, safety and the general welfare of its citizenry.

WHEREAS, the Annville Township Commissioners deem it to be in the best interests and general welfare of the citizens and the residents of this Township to adopt floodplain management regulations; and

WHEREAS, the Annville Township Commissioners desire to establish rules and regulations regarding new construction within areas of the Township which are subject to flooding and prescribe penalties for violations thereof:

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, and it is hereby enacted and ordained by the Annville Township Commissioners, Lebanon County, Pennsylvania, as follows:

The official Zoning Map of Annville Township shall be amended to reflect the changes in the Floodplain Districts Boundaries per the updated flood hazard maps prepared by FEMA.

Section 27-605, Flood Plain District Overlay (FDO) is hereby repealed. The following is hereby adopted replacing Section 27-605, Floodplain District Overlay (FDO), of the Annville Township Zoning Ordinance:

## Section 27-605 Floodplain District Overlay (FDO)

### Section 27-605.1 Intent

These regulations are designed to prohibit or restrict construction of any permanent building or structure, or uses and activities in the Special Flood Hazard Area (SFHA), in order to prevent unnecessary loss of life or property from possible natural catastrophe, as well as to protect stream valleys from ecologically detrimental development that may contribute to a water pollution problem, create erosion in and around watercourses, and induce flooding conditions. In addition, these provisions are intended to prevent the creation of health and safety hazards, the extraordinary and unnecessary expenditure of public funds for flood protection and relief, to minimize future flood damage, comply with federal and state floodplain management requirements, and promote the general health, welfare, and safety of the community.

### Section 27-605.2 Applicability

It shall be unlawful for any person, partnership, business or corporation to undertake, or cause to be undertaken, any construction or development anywhere within Annville Township unless a Permit has been obtained from the Floodplain Administrator.

### Section 27-605.3 Abrogation and Greater Restrictions

This ordinance supersedes any other conflicting provisions which may be in effect in identified floodplain areas. However, any other ordinance provisions shall remain in full force and effect to the extent that those provisions are more restrictive. If there is any conflict between any of the provisions of this Ordinance, the more restrictive shall apply.

All permitted uses shall be regulated by the provisions of the nearest zoning district as shown on the Official Zoning Map. Where there happens to be conflicts between the provisions or requirements of either the SFHA – AE Zones and the nearest zoning district, the more restrictive provisions shall apply. In the event that any portion of the SFHA be declared inapplicable as a result of any legislative or administrative actions or judicial discretion, the nearest zoning district shall be deemed to be the district in which the SFHA is located.

### Section 27-605.4 Severability

If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance shall be declared invalid for any reason whatsoever, such a decision shall not affect the remaining portions of the Ordinance, which shall remain in full force and effect, and for this purpose the provisions of this Ordinance are hereby declared to be severable.

### Section 27-605.5 Warning and Disclaimer of Liability

The degree of flood protection sought by the provisions of this Ordinance is considered reasonable for regulatory purposes and is based on accepted engineering methods of study. Larger floods may occur or flood heights may be increased by man-made or natural causes, such as ice jams and bridge openings restricted by debris. This Ordinance does not imply that areas outside any identified floodplain areas, or that land uses permitted within such areas will be free from flooding

or flood damages.

This Ordinance shall not create liability on the part of the Township of Annville or any officer or employee thereof for any flood damages that result from reliance on this Ordinance or any administrative decision lawfully made thereunder.

#### Section 27-605.6 Designation of the Floodplain Administrator

The Zoning Officer is hereby appointed to administer and enforce this ordinance and is referred to herein as the Floodplain Administrator. The Floodplain Administrator may: (A) Fulfill the duties and responsibilities set forth in these regulations, (B) Delegate duties and responsibilities set forth in these regulations to qualified technical personnel, plan examiners, inspectors, and other employees, or (C) Enter into a written agreement or written contract with another agency or private sector entity to administer specific provisions of these regulations. Administration of any part of these regulations by another entity shall not relieve the community of its responsibilities pursuant to the participation requirements of the National Flood Insurance Program as set forth in the Code of Federal Regulations at 44 C.F.R. Section 59.22.

In the absence of a designated Floodplain Administrator, the Floodplain Administrator duties are to be fulfilled by the Chief Executive Officer for the municipality.

#### Section 27-605.7 Permits Required

A Permit shall be required before any construction or development is undertaken within any area of Annville Township.

#### Section 27-605.8 Duties and Responsibilities of the Floodplain Administrator

- A. The Floodplain Administrator shall issue a Permit only after it has been determined that the proposed work to be undertaken will be in conformance with the requirements of this and all other applicable codes and ordinances.
- B. Prior to the issuance of any permit, the Floodplain Administrator shall review the application for the permit to determine if all other necessary government permits required by state and federal laws have been obtained, such as those required by the Pennsylvania Sewage Facilities Act (Act 1966-537, as amended); the Pennsylvania Dam Safety and Encroachments Act (Act 1978-325, as amended); the Pennsylvania Clean Streams Act (Act 1937-394, as amended); and the U.S. Clean Water Act, Section 404, 33, U.S.C. 1344. No permit shall be issued until this determination has been made.
- C. In the case of existing structures, prior to the issuance of any Permit, the Floodplain Administrator shall review the proposed cost of improvements or repairs and the pre-improvement market value of the structure, so that a substantial improvement/substantial damage determination can be made, in accordance with FEMA's Substantial Improvement/Substantial Damage Desk Reference.
- D. In the case of existing structures, prior to the issuance of any Permit, the Floodplain

Administrator shall review the history of repairs to the subject building, so that any cumulative substantial damage concerns can be addressed before the permit is issued.

- E. During the construction period, the Floodplain Administrator or other authorized official shall inspect the premises to determine that the work is progressing in compliance with the information provided on the permit application and with all applicable municipal laws and ordinances. He/she shall make as many inspections during and upon completion of the work as are necessary.
- F. In the discharge of his/her duties, the Floodplain Administrator shall have the authority to enter any building, structure, premises or development in the identified floodplain area, upon presentation of proper credentials, at any reasonable hour to enforce the provisions of this ordinance.
- G. In the event the Floodplain Administrator discovers that the work does not comply with the permit application or any applicable laws and ordinances, or that there has been a false statement or misrepresentation by any applicant, the Floodplain Administrator shall revoke the Permit and report such fact to the Board of Commissioners for whatever action it considers necessary.
- H. The Floodplain Administrator shall maintain in perpetuity, or for the lifetime of the structure, all records associated with the requirements of this ordinance including, but not limited to, finished construction elevation data, permitting, inspection and enforcement.
- I. The Floodplain Administrator is the official responsible for submitting a biennial report to FEMA concerning community participation in the National Flood Insurance Program as requested.
- J. The responsibility, authority and means to implement the commitments of the Floodplain Administrator can be delegated from the person identified. However, the ultimate responsibility lies with the person identified in the floodplain ordinance as the floodplain administrator/manager.
- K. The Floodplain Administrator shall consider the requirements of the 34 PA Code and the 2015 IBC and the 2015 IRC, or the latest revision thereof as adopted by the Commonwealth of Pennsylvania.

#### Section 27-605.9 Application Procedures and Requirements

- A. Application for such a Permit shall be made, in writing, to the Floodplain Administrator on forms supplied by the Floodplain Administrator. Such application shall contain the following:
  - 1. Name and address of applicant.
  - 2. Name and address of owner of land on which proposed construction is to occur.

3. Name and address of contractor.
  4. Site location including address.
  5. Listing of other permits required.
  6. Brief description of proposed work and estimated cost, including a breakout of flood-related cost and the market value of the building before the flood damage occurred where appropriate.
  7. A plan of the site showing the exact size and location of the proposed construction as well as any existing buildings or structures.
- B. If any proposed construction or development is located entirely or partially within any identified floodplain area, applicants for Permits shall provide all the necessary information in sufficient detail and clarity to enable the Floodplain Administrator to determine that:
1. all such proposals are consistent with the need to minimize flood damage and conform with the requirements of this and all other applicable codes and ordinances;
  2. all utilities and facilities, such as sewer, gas, electrical and water systems are located and constructed to minimize or eliminate flood damage;
  3. adequate drainage is provided so as to reduce exposure to flood hazards;
  4. structures will be anchored to prevent floatation, collapse, or lateral movement;
  5. building materials are flood-resistant;
  6. appropriate practices that minimize flood damage have been used; and
  7. electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities have been designed and located to prevent water entry or accumulation.
- C. Applicants shall file the following minimum information plus any other pertinent information as may be required by the Floodplain Administrator to make the above determination:
1. A completed Permit Application Form.
  2. A plan of the entire site, clearly and legibly drawn at a scale of one (1) inch being equal to one hundred (100) feet or less, showing the following:
    - a. north arrow, scale, and date;

- b. topographic contour lines, if available;
  - c. the location of all existing and proposed buildings, structures, and other improvements, including the location of any existing or proposed subdivision and development;
  - d. the location of all existing streets, drives, and other access ways; and
  - e. the location of any existing bodies of water or watercourses, identified floodplain areas, and, if available, information pertaining to the floodway, and the flow of water including direction and velocities.
3. Plans of all proposed buildings, structures and other improvements, drawn at suitable scale showing the following:
- a. the proposed lowest floor elevation of any proposed building based upon North American Vertical Datum of 1988;
  - b. the elevation of the base flood;
  - c. supplemental information as may be necessary under 34 PA Code, the 2015 IBC or the 2015 IRC, or the latest revision thereof as adopted by the Commonwealth of Pennsylvania.
4. The following data and documentation:
- a. detailed information concerning any proposed floodproofing measures and corresponding elevations.
  - b. if available, information concerning flood depths, pressures, velocities, impact and uplift forces and other factors associated with a base flood.
  - c. documentation, certified by a registered professional engineer or architect, to show that the effect of any proposed development within a Floodway Area (See section 27-605.17 A) will not increase the base flood elevation at any point.
  - d. documentation, certified by a registered professional engineer or architect, to show that the cumulative effect of any proposed development within an AE Area/District without floodway or an A Area (See Section 27-605.17 B and Section 27-605.17 C) when combined with all other existing and anticipated development, will not increase the base flood elevation at any point within the community.
  - e. a document, certified by a registered professional engineer or architect, which states that the proposed construction or development has been

adequately designed to withstand the pressures, velocities, impact and uplift forces associated with the base flood.

Such statement shall include a description of the type and extent of flood proofing measures which have been incorporated into the design of the structure and/or the development.

- f. detailed information needed to determine compliance with Section 27-605.23 F., Storage, and Section 27-605.24, Development Which May Endanger Human Life, including:
  - i. the amount, location and purpose of any materials or substances referred to in Sections 27-605.23 F. and 27-605.24 which are intended to be used, produced, stored or otherwise maintained on site.
  - ii. a description of the safeguards incorporated into the design of the proposed structure to prevent leaks or spills of the dangerous materials or substances listed in Section 27-605.24 during a base flood.
- g. the appropriate component of the Department of Environmental Protection's "Planning Module for Land Development."
- h. where any excavation or grading is proposed, a plan meeting the requirements of the Department of Environmental Protection, to implement and maintain erosion and sedimentation control.

D. Applications for Permits shall be accompanied by a fee, in accordance with the current schedule of fees adopted by resolution by the municipality.

#### Section 27-605.10 Review of Application by Others

A copy of all plans and applications for any proposed construction or development in any identified floodplain area to be considered for approval may be submitted by the Floodplain Administrator to any other appropriate agencies and/or individuals (e.g. planning commission, municipal engineer, etc.) for review and comment.

#### Section 27-605.11 Changes

After the issuance of a Permit by the Floodplain Administrator, no changes of any kind shall be made to the application, permit or any of the plans, specifications or other documents submitted with the application without the written consent or approval of the Floodplain Administrator. Requests for any such change shall be in writing, and shall be submitted by the applicant to Floodplain Administrator for consideration.



#### Section 27-605.12 Placards

In addition to the Permit, the Floodplain Administrator shall issue a placard, or similar document, which shall be displayed on the premises during the time construction is in progress. This placard shall show the number of the Permit, the date of its issuance, and be signed by the Floodplain Administrator.

#### Section 27-605.13 Start of Construction

Work on the proposed construction or development shall begin within 90 days after the date of permit issuance. Work shall also be completed within twelve (12) months after the date of issuance of the permit or the permit shall expire unless a time extension is granted, in writing, by the Floodplain Administrator.

The actual start of construction means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first, alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

Time extensions shall be granted only if a written request is submitted by the applicant, who sets forth sufficient and reasonable cause for the Floodplain Administrator to approve such a request and the original permit is compliant with the ordinance & FIRM/FIS in effect at the time the extension is granted.

#### Section 27-605.14 Enforcement

A. Notices – Whenever the Floodplain Administrator or other authorized municipal representative determines that there are reasonable grounds to believe that there has been a violation of any provisions of this Ordinance, or of any regulations adopted pursuant thereto, the Floodplain Administrator shall give notice of such alleged violation as hereinafter provided. Such notice shall:

1. Be in writing;
2. State the name of the owner of record and any other person against whom the municipality intends to take action;
3. State the location of the property in violation;

4. State the specific violation with a description of the requirements which have not been met, citing in each instance the applicable provisions of the ordinance;
  5. Contain an outline of remedial action which, if taken, will effect compliance with the provisions of this Ordinance. State the date before which the steps for compliance must be commenced and the date before which the steps must be completed, not to exceed thirty (30) days;
  6. State that the recipient of the notice has the right to appeal to the municipal zoning hearing board within a prescribed period of time in accordance with procedures set forth in this ordinance;
  7. State that failure to comply with the notice within the time specified, unless extended by appeal to the zoning hearing board, constitutes a violation, with possible sanctions clearly described.
  8. Be served upon the property owner or his agent as the case may require; provided, however, that such notice or order shall be deemed to have been properly served upon such owner or agent when a copy thereof has been served with such notice by any other method authorized or required by the laws of this State.
- B. Any person, partnership, or corporation who or which has violated or permitted the violation of the provisions of this Ordinance shall, upon being found liable therefore in a civil enforcement proceeding commenced by the Annville Township pay judgment of not more than five hundred (\$500) dollars plus all court costs, including reasonable attorney fees incurred by the Annville Township as a result thereof. No judgment shall commence or be imposed, levied or payable until the date of the determination of a violation by the district justice. If the defendant neither pays nor timely appeals the judgment, the Annville Township may enforce the judgment pursuant to the applicable rules of civil procedure. Each day that a violation continues shall constitute a separate violation, unless the district justice determining that there has been a violation further determines that there was a good faith basis for the person, partnership, or corporation violating this Ordinance to have believed that there was no such violation, in which event there shall be deemed to have been only one (1) such violation until the fifth (5th) day following the date of the determination of a violation by the district justice and therefore each day that a violation continues shall constitute a separate violation.
- C. The court of common pleas, upon petition, may grant an order of stay, upon cause shown, tolling the per diem fine pending a final adjudication of the violation and judgment.
- D. Nothing contained in this Section shall be construed or interpreted to grant to any person or entity other than the Annville Township the right to commence any action for enforcement pursuant to this Section.
- E. District Justices shall have initial jurisdiction over proceedings brought under this Section.

#### Section 27-605.15 Appeals

- A. Any person aggrieved by any action or decision of the Floodplain Administrator concerning the administration of the provisions of this Ordinance, may appeal to the Zoning Hearing Board. Such appeal must be filed, in writing, within thirty (30) days after the decision, determination or action of the Floodplain Administrator.
- B. Upon receipt of such appeal the Zoning Hearing Board shall consider the appeal in accordance with the Municipalities Planning Code and any other local ordinance.
- C. Any person aggrieved by any decision of the Zoning Hearing Board may seek relief therefrom by appeal to court, as provided by the laws of this State including the Pennsylvania Flood Plain Management Act.

#### Section 27-605.16 Identification of Floodplain Areas

The identified floodplain area shall be:

- A. any areas of Annville Township, classified as Special Flood Hazard Areas (SFHAs) in the Flood Insurance Study (FIS) and the accompanying Flood Insurance Rate Maps (FIRMs) dated July 8, 2020 and issued by the Federal Emergency Management Agency (FEMA) or the most recent revision thereof, including all digital data developed as part of the Flood Insurance Study and,
- B. any Community Identified Flood Hazard Areas.

The above referenced FIS and FIRMs, and any subsequent revisions and amendments are hereby adopted by Annville Township and declared to be a part of this ordinance.

#### Section 27-605.17 Description and Special Requirements of Identified Floodplain Areas

The identified floodplain area shall consist of the following specific areas:

- A. The Floodway Area shall be those areas identified in the FIS and the FIRM as floodway and which represent the channel of a watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without increasing the water surface elevation by more than one (1) foot at any point. This term shall also include floodway areas which have been identified in other available studies or sources of information for those Special Flood Hazard Areas where no floodway has been identified in the FIS and FIRM.
  - 1. Within any floodway area, no encroachments, including fill, new construction, substantial improvements, or other development shall be permitted unless it has been demonstrated through hydrologic and hydraulic analysis performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.

2. Within any floodway area, no new construction or development shall be allowed, unless the appropriate permit is obtained from the Department of Environmental Protection Regional Office.
3. Permitted Uses – In the floodway areas, the following uses and activities are permitted provided that (1) the information required in this Ordinance is submitted as a part of the permit application, (2) they are in compliance with the provisions of the nearest zoning district, (3) they will not result in any increase in the level of the Base Flood Elevation anywhere, (4) they are not prohibited by this or any other ordinance, (5) they do not require the placement or use of permanent on-lot sewage facilities within the floodway, and (6) they do not require encroachments, fill, new construction, manufactured homes, substantial improvements, vehicles or parts thereof, storage of materials and equipment, or other development:
  - a. Agricultural uses such as general farming, horticulture, truck gardening, nurseries, pasturing, grazing, forestry, and sod farming and wild crop harvesting.
  - b. Public and private recreational uses and activities such as parks; picnic grounds; areas for short term camping or recreational vehicle uses; golf courses, boat launching and swimming areas; hiking, bicycling, and horseback riding trails; wildlife and nature preserves; game farms; fish hatcheries; shooting ranges; and hunting and fishing areas. Open structures such as picnic pavilions, consisting of a slab, open structural supports such as posts and pillars, and a roof shall be permitted only if constructed in compliance with the Uniform Construction Code (UCC).
  - c. All uses and open structures customarily accessory to permitted uses in the nearest adjoining district such as yard areas, gardens, or play areas; signs, unroofed porches, patios, open porches or carports provided that said structures are not enclosed by screening, latticing, studs, or structural supports less than eight (8) feet apart which would in any manner restrict the flow of flood water and debris and are in compliance with the applicable requirements of the Uniform Construction Code (UCC); impervious parking and loading areas; and airport landing strips. Accessory structures shall not include manufactured homes, vehicles or parts thereof.
  - d. Utilities, public facilities and improvements such as railroads, streets, bridges, transmission lines, pipelines, water and sewage treatment plants, and other similar or related uses.
  - e. Water-related uses and activities such as marinas, docks, wharves, piers, etc.
  - f. Extraction of sand, gravel, and other materials.

- g. Storage of materials and equipment provided that they are not buoyant; toxic to humans, animals, or vegetation; flammable or explosive, and are not subject to major damage by flooding; or provided that such material and equipment is elevated at least 2 feet above base flood elevation, is firmly anchored to prevent flotation or movement; and/or can be readily removed from the area within the time available after flood warning.

B. The AE Area/District shall be those areas identified as an AE Zone on the FIRM included in the FIS prepared by FEMA for which base flood elevations have been provided.

- 1. The AE Area adjacent to the floodway shall be those areas identified as an AE Zone on the FIRM included in the FIS prepared by FEMA for which base flood elevations have been provided and a floodway has been delineated.
- 2. AE Area without floodway shall be those areas identified as an AE zone on the FIRM included in the FIS prepared by FEMA for which base flood elevations have been provided but no floodway has been determined.
  - i. No encroachments, including fill, new construction, substantial improvements, or other development shall be permitted in an AE Zone without floodway, unless it has been demonstrated through hydrologic and hydraulic analysis performed in accordance with standard engineering practice that the proposed development together with all other existing and anticipated development, would not result in an increase in flood levels within the entire community during the occurrence of the base flood discharge.
  - ii. No new construction or development shall be located within the area measured one hundred (100) feet landward from the top-of-bank of any watercourse, unless the appropriate permit is obtained from the Department of Environmental Protection Regional Office.

C. The A Area/District shall be those areas identified as an A Zone on the FIRM included in the FIS prepared by FEMA and for which no base flood elevations have been provided. The base flood elevation shall be determined with hydrologic and hydraulic engineering techniques. Hydrologic and hydraulic analyses shall be undertaken only by professional engineers or others of demonstrated qualifications, who shall certify that the technical methods used correctly reflect currently accepted technical concepts. Studies, analyses, computations, etc., shall be submitted in sufficient detail to allow a thorough technical review by the municipality.

- 1. Within any A Area, no encroachments, including fill, new construction, substantial improvements, or other development shall be permitted unless it has been demonstrated through hydrologic and hydraulic analysis performed in accordance

with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.

- D. The AO and AH Area/ District shall be those areas identified as Zones AO and AH on the FIRM and in the FIS. These areas are subject to inundation by 1-percent-annual-chance shallow flooding where average depths are between one and three feet. In Zones AO and AH, drainage paths shall be established to guide floodwaters around and away from structures on slopes.
- E. Community Identified Flood Hazard Areas shall be those areas where Annville Township has identified local flood hazard or ponding areas, as delineated and adopted on a "Local Flood Hazard Map" using best available topographic data and locally derived information such as flood of record, historic high water marks, soils or approximate study methodologies.

#### Section 27-605.18 Changes in Identification of Area

The Identified Floodplain Area may be revised or modified by the Commissioners of Annville Township where studies or information provided by a qualified agency or person documents the need for such revision. However, prior to any such change to the Special Flood Hazard Area, approval must be obtained from FEMA. Additionally, as soon as practicable, but not later than six (6) months after the date such information becomes available, a community shall notify FEMA of the changes to the Special Flood Hazard Area by submitting technical or scientific data. See 27-605.21 B for situations where FEMA notification is required.

#### Section 27-605.19 Boundary Disputes

Should a dispute concerning any identified floodplain boundary arise, an initial determination shall be made by the Zoning Officer and any party aggrieved by this decision or determination may appeal to the Zoning Hearing Board. The burden of proof shall be on the appellant.

#### Section 27-605.20 Jurisdictional Boundary Changes

Prior to development occurring in areas where annexation or other corporate boundary changes are proposed or have occurred, the community shall review flood hazard data affecting the lands subject to boundary changes. The community shall adopt and enforce floodplain regulations in areas subject to annexation or corporate boundary changes which meet or exceed those in CFR 44 60.3.

#### Section 27-605.21 Technical Provisions

##### A. Alteration or Relocation of Watercourse

1. No encroachment, alteration, or improvement of any kind shall be made to any

watercourse until all adjacent municipalities which may be affected by such action have been notified by the municipality, and until all required permits or approvals have first been obtained from the Department of Environmental Protection Regional Office.

2. No encroachment, alteration, or improvement of any kind shall be made to any watercourse unless it can be shown that the activity will not reduce or impede the flood carrying capacity of the watercourse in any way.
3. In addition, FEMA and the Pennsylvania Department of Community and Economic Development, shall be notified prior to any alteration or relocation of any watercourse.

B. When Annville Township proposes to permit the following encroachments:

- any development that causes a rise in the base flood elevations within the floodway; or
- any development occurring in Zones A1-30 and Zone AE without a designated floodway, which will cause a rise of more than one foot in the base flood elevation; or
- alteration or relocation of a stream (including but not limited to installing culverts and bridges)

the applicant shall (as per 44 CFR Part 65.12):

1. apply to FEMA for conditional approval of such action prior to permitting the encroachments to occur.
2. Upon receipt of the FEMA Administrator's conditional approval of map change and prior to approving the proposed encroachments, a community shall provide evidence to FEMA of the adoption of floodplain management ordinances incorporating the increased base flood elevations and / or revised floodway reflecting the post-project condition.
3. Upon completion of the proposed encroachments, the applicant shall provide as-built certifications. FEMA will initiate a final map revision upon receipt of such certifications in accordance with 44 CFR Part 67.

C. All buildings and structures, including manufactured homes, shall be constructed and placed on the lot so as to offer the minimum obstruction to the flow of water and shall be designed to have a minimum effect upon the flow and height of flood water.

D. The following shall not be placed or caused to be placed in any of the designated SFHA: Fences, except two-wire fences, other structures, or other matter which may impede, retard, or change the direction of the flow of water, or that will catch or collect debris carried by such water, or that is placed where the natural flow of the stream of flood waters would

carry the same downstream to the damage or detriment of either public or private property adjacent to the floodplain.

- E. Any new construction, development, uses or activities allowed within any identified floodplain area shall be undertaken in strict compliance with the provisions contained in this Ordinance and any other applicable codes, ordinances and regulations.
- F. The municipality will endeavor to coordinate its flood plain management program with neighboring municipalities, particularly when the property (ies) in question is located near a municipal boundary.

#### Section 27-605.22 Elevation and Floodproofing Requirements

##### A. Residential Structures

1. In AE, A1-30, and AH Zones, any new construction or substantial improvement shall have the lowest floor (including basement) elevated two (2) feet or more above, the Base Flood Elevation.
2. In A Zones, where there are no Base Flood Elevations specified on the FIRM, any new construction or substantial improvement shall have the lowest floor (including basement) elevated two (2) feet or more above, the Base Flood Elevation as determined in accordance with Section 27-205.17 C of this ordinance.
3. In AO Zones, any new construction or substantial improvement shall have the lowest floor (including basement) two (2) feet or more above the depth number specified on the FIRM.
4. The design and construction standards and specifications contained in the 2015 International Building Code (IBC) and in the 2015 International Residential Code (IRC) or the latest edition thereof adopted by the Commonwealth of Pennsylvania, and ASCE 24 and 34 PA Code (Chapters 401-405 as amended) shall be utilized, where they are more restrictive.

##### B. Non-residential Structures

1. In AE, A1-30 and AH Zones, any new construction or substantial improvement of a non-residential structure shall have the lowest floor (including basement elevated two (2) feet or more above, the Base Flood Elevation., or be designed and constructed so that the space enclosed below the Regulatory Flood Elevation:
  - a. is floodproofed so that the structure is watertight with walls substantially impermeable to the passage of water and,
  - b. has structural components with the capability of resisting hydrostatic and



hydrodynamic loads and effects of buoyancy:

2. In A Zones, where no Base Flood Elevations are specified on the FIRM, any new construction or substantial improvement shall have the lowest floor (including basement) elevated or completely floodproofed two (2) feet or more above, the Base Flood Elevation as determined in accordance with Section 27-605.17 C of this ordinance.
3. In AO Zones, any new construction or substantial improvement shall have their lowest floor elevated or completely floodproofed two (2) feet or more above the depth number specified on the FIRM.
4. Any non-residential structure, or part thereof, made watertight below the Regulatory Flood Elevation shall be floodproofed in accordance with the W1 or W2 space classification standards contained in the publication entitled "Flood-Proofing Regulations" published by the U.S. Army Corps of Engineers (June 1972, as amended March 1992) or with some other equivalent standard. All plans and specifications for such floodproofing shall be accompanied by a statement certified by a registered professional engineer or architect which states that the proposed design and methods of construction are in conformance with the above referenced standards. There should be a statement submitted with the permit application and a statement submitted with the as-built Floodproofing Certificate prior to the issuance of the Certificate of Occupancy.
5. Any non-residential structure that will be floodproofed must submit the following to the Floodplain Administrator along with the non-residential Floodproofing Certificate and prior to the issuance of the Certificate of Occupancy:
  - a. An Inspection and Maintenance Plan detailing the annual maintenance of floodproofed components ensuring that all components will operate properly under flood conditions. Components that must be inspected include at a minimum:
    1. Mechanical equipment such as sump pumps and generators,
    2. Flood shields and closures,
    3. Walls and wall penetrations, and
    4. Levees and berms (as applicable)
  - b. Flood Emergency Operation Plan detailing the procedures to be followed during a flooding event, and must include information pertaining to how all components will operate properly under all conditions, including power failures. The design professional must produce the plan. An adequate plan must include the following:

1. An established chain of command and responsibility with leadership responsibilities clearly defined for all aspects of the plan.
2. A procedure for notification of necessary parties when flooding threatens and flood warnings are issued. Personnel required to be at the building should have a planned and safe means of ingress and should have no other emergency response duties during a flood event. Alternates should be assigned in the event that the primary persons responsible are unable to complete their assigned duties under the plan.
3. A list of specific duties assigned to ensure that all responsibilities are addressed expeditiously. The locations of materials necessary to properly install all floodproofing components must be included in the list.
4. An evacuation plan for all personnel or occupants; those without duties for the flood emergency as well as those with duties for implementing the plan. All possible ingress and egress routes must be identified.
5. A periodic training and exercise program to keep personnel and occupants aware of their duties and responsibilities. Training drills should be held at least once a year and should be coordinated with community officials.
6. The design and construction standards and specifications contained in the 2015 International Building Code (IBC) and in the 2015 International Residential Code (IRC) or the latest revision thereof as adopted by the Commonwealth of Pennsylvania, and ASCE 24 and 34 PA Code (Chapters 401-405 as amended) shall be utilized, where they are more restrictive.

C. Space below the lowest floor

1. Fully enclosed space below the lowest floor (excluding basements) which will be used solely for the parking of a vehicle, building access, or incidental storage in an area other than a basement, shall be designed and constructed to allow for the automatic entry and exit of flood waters for the purpose of equalizing hydrostatic forces on exterior walls. The term "fully enclosed space" also includes crawl spaces.
2. Designs for meeting this requirement must either be certified by a registered professional engineer or architect, or meet or exceed the following minimum criteria:
  - a. a minimum of two openings having a net total area of not less than one (1)

square inch for every square foot of enclosed space installed on two (2) separate walls

- b. the bottom of all openings shall be no higher than one (1) foot above grade.
- c. openings may be equipped with screens, louvers, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

#### D. Historic Structures

Historic structures undergoing repair or rehabilitation that would constitute a substantial improvement as defined in this ordinance, must comply with all ordinance requirements that do not preclude the structure's continued designation as a historic structure. Documentation that a specific ordinance requirement will cause removal of the structure from the National Register of Historic Places or the State Inventory of Historic places must be obtained from the Secretary of the Interior or the State Historic Preservation Officer. Any exemption from ordinance requirements will be the minimum necessary to preserve the historic character and design of the structure.

### Section 27-605.23 Design and Construction Standards

The following minimum standards shall apply for all construction and development proposed within any identified floodplain area:

#### A. Fill

1. Filling or the dumping of fill material is prohibited in the SFHA on vacant lots or on land not scheduled for approved construction activities. Fill may ONLY be used in the SFHA to raise the finished surface of the lowest floor of a structure to an elevation of a minimum of two (2) feet above the Base Flood Elevation provided the following conditions are met:
2. Fill shall extend beyond a structure for a sufficient distance to provide acceptable access. For residential structures, fill shall extend laterally fifteen (15) feet beyond the building line from all points. For non-residential structures, fill shall be placed to provide access acceptable for the intended use. At grade access, with fill extending laterally fifteen (15) feet beyond the building line, shall be provided to a minimum of twenty-five (25%) percent of the perimeter of a non-residential structure.
3. Fill shall consist of soil or small rock materials only. Sanitary landfills shall not be permitted.
4. Fill material shall be compacted to provide the necessary permeability and

resistance to erosion, scouring, or settling.

5. Fill slopes shall be no steeper than one (1) vertical on two (2) horizontal, unless substantiating data justifying steeper slopes are submitted to and approved by the Zoning Officer.
6. Fill shall be used only to the extent to which it does not adversely affect adjacent properties.
7. Use of fill shall be permitted only when the property owner or applicant provides a document acceptable by the Zoning Officer, certified by a registered professional engineer, stating that the cumulative effect of the proposed fill, in conjunction with the other anticipated development, will not result in an increase in the water surface elevation of the Base Flood at any point.

#### B. Drainage Facilities

Storm drainage facilities shall be designed to convey the flow of storm water runoff in a safe and efficient manner. The system shall ensure proper drainage along streets, and provide positive drainage away from buildings. The system shall also be designed to prevent the discharge of excess runoff onto adjacent properties.

#### C. Water and Sanitary Sewer Facilities and Systems

1. All new or replacement water supply and sanitary sewer facilities and systems shall be located, designed and constructed to minimize or eliminate flood damages and the infiltration of flood waters.
2. Sanitary sewer facilities and systems shall be designed to prevent the discharge of untreated sewage into flood waters.
3. No part of any on-site waste disposal system shall be located within any identified floodplain area. No variance shall be granted.
4. The design and construction provisions of the UCC and FEMA #348, "Protecting Building Utilities From Flood Damages" and "The International Private Sewage Disposal Code" shall be utilized.

#### D. Other Utilities

All other utilities such as gas lines, electrical and telephone systems shall be located, elevated (where possible) and constructed to minimize the chance of impairment during a flood.

#### E. Streets

The finished elevation of all new streets shall be no more than one (1) foot below the

## Regulatory Flood Elevation.

### F. Storage

All materials that are buoyant, flammable, explosive, or in times of flooding, could be injurious to human, animal, or plant life, and not listed in Section 5.04, Development Which May Endanger Human Life, shall be stored at or above the Regulatory Flood Elevation or floodproofed to the maximum extent possible.

### G. Placement of Buildings and Structures

All buildings and structures shall be designed, located, and constructed so as to offer the minimum obstruction to the flow of water and shall be designed to have a minimum effect upon the flow and height of flood water.

### H. Anchoring

1. All buildings and structures shall be firmly anchored in accordance with accepted engineering practices to prevent flotation, collapse, or lateral movement.
2. All air ducts, large pipes, storage tanks, and other similar objects or components located below the Regulatory Flood Elevation shall be securely anchored or affixed to prevent flotation.

### I. Floors, Walls and Ceilings

1. Wood flooring used at or below the Regulatory Flood Elevation shall be installed to accommodate a lateral expansion of the flooring, perpendicular to the flooring grain without causing structural damage to the building.
2. Plywood used at or below the Regulatory Flood Elevation shall be of a "marine" or "water-resistant" variety.
3. Walls and ceilings at or below the Regulatory Flood Elevation shall be designed and constructed of materials that are "water-resistant" and will withstand inundation.
4. Windows, doors, and other components at or below the Regulatory Flood Elevation shall be made of metal or other "water-resistant" material.

### J. Paints and Adhesives

1. Paints and other finishes used at or below the Regulatory Flood Elevation shall be of "marine" or "water-resistant" quality.
2. Adhesives used at or below the Regulatory Flood Elevation shall be of a "marine" or "water-resistant" variety.

3. All wooden components (doors, trim, cabinets, etc.) used at or below the Regulatory Flood Elevation shall be finished with a "marine" or "water-resistant" paint or other finishing material.

#### K. Electrical Components

1. Electrical distribution panels shall be at least two (2) feet above the base flood elevation.
2. Separate electrical circuits shall serve lower levels and shall be dropped from above.

#### L. Equipment

1. Water heaters, furnaces, air conditioning and ventilating units, and other electrical, mechanical or utility equipment or apparatus shall be elevated at or above the Regulatory Flood Elevation (two (2) feet above Base Flood Elevation) and shall be anchored to resist floatation, collapse, and lateral movement
2. Ductwork shall be elevated to or above the Regulatory Flood Elevation (two (2) feet above Base Flood Elevation).

#### M. Fuel Supply Systems

All gas and oil supply systems shall be designed to prevent the infiltration of flood waters into the system and discharges from the system into flood waters. Additional provisions shall be made for the drainage of these systems in the event that flood water infiltration occurs.

#### N. Uniform Construction Code Coordination

The Standards and Specifications contained in 34 PA Code (Chapters 401-405), as amended and not limited to the following provisions shall apply to the above and other sections and sub-sections of this ordinance, to the extent that they are more restrictive and supplement the requirements of this ordinance.

International Building Code (IBC) 2015 or the latest revision thereof as adopted by the Commonwealth of Pennsylvania:

Secs. 801, 1202, 1403, 1603, 1605, 1612, 3402, and Appendix G.

International Residential Building Code (IRC) 2015 or the latest revision thereof as adopted by the Commonwealth of Pennsylvania:

Secs. R104, R105, R109, R322, Appendix E, and Appendix J.

#### Section 27-605.24 Development That May Endanger Human Life

Within any Identified Floodplain Area, any structure of the kind described in Subsection

A., below, shall be prohibited. No variance shall be granted.

A. In accordance with the Pennsylvania Flood Plain Management Act, and the regulations adopted by the Department of Community and Economic Development as required by the Act, any new or substantially improved structure which:

1. will be used for the production or storage of any of the following dangerous materials or substances; or,
2. will be used for any activity requiring the maintenance of a supply of more than 550 gallons, or other comparable volume, of any of the following dangerous materials or substances on the premises; or,
3. will involve the production, storage, or use of any amount of radioactive substances;

shall be prohibited. The following list of materials and substances are considered dangerous to human life:

- Acetone
- Ammonia
- Benzene
- Calcium carbide
- Carbon disulfide
- Celluloid
- Chlorine
- Hydrochloric acid
- Hydrocyanic acid
- Magnesium
- Nitric acid and oxides of nitrogen
- Petroleum products (gasoline, fuel oil, etc.)
- Phosphorus
- Potassium
- Sodium
- Sulphur and sulphur products
- Pesticides (including insecticides, fungicides, and rodenticides)
- Radioactive substances, insofar as such substances are not otherwise regulated.

#### Section 27-605.25 Special Requirements for Subdivisions and Development

All subdivision proposals and development proposals containing at least 50 lots or at least 5 acres, whichever is the lesser, in Identified Floodplain Areas where base flood elevation data are not available, shall be supported by hydrologic and hydraulic engineering analyses that

determine base flood elevations and floodway information. The analyses shall be prepared by a licensed professional engineer in a format required by FEMA for a Conditional Letter of Map Revision (CLOMR) and Letter of Map Revision (LOMR). Submittal requirements and processing fees shall be the responsibility of the applicant.

Section 27-605.26 Special Requirements for Manufactured Homes

- A. The placement or replacement of any manufactured homes in the floodway areas is prohibited.
- B. Where permitted within any Identified Floodplain Area, all manufactured homes, and any improvements thereto, shall be:
  - 1. placed on a permanent foundation;
  - 2. elevated so that the lowest floor of the manufactured home is at least two (2) feet above base flood elevation.
  - 3. and anchored to resist flotation, collapse, or lateral movement.
- C. Equipment requirement:
  - 1. Water heaters, furnaces, air conditioning and ventilating units, and other electrical, mechanical or utility equipment or apparatus shall be elevated to the Regulatory Flood Elevation (two (2) feet above BFE and shall be anchored to resist flotation, collapse, and lateral movement.
  - 2. Ductwork shall be elevated to or above the Regulatory Flood Elevation (two (2) feet above BFE).
- D. Installation of manufactured homes shall be done in accordance with the manufacturers' installation instructions as provided by the manufacturer. Where the applicant cannot provide the above information, the requirements of Appendix E of the 2015 "International Residential Building Code" or the "U.S. Department of Housing and Urban Development's Permanent Foundations for Manufactured Housing," 1984 Edition, draft or latest revision thereto and 34 PA Code Chapter 401-405 shall apply.
- E. Consideration shall be given to the installation requirements of the 2015 IBC, and the 2015 IRC or the latest revision thereto as adopted by the Commonwealth of Pennsylvania, and 34 PA Code, as amended where appropriate and/or applicable to units where the manufacturers' standards for anchoring cannot be provided or were not established for the proposed unit(s) installation.

Section 27-605.27 Special Requirements for Recreational Vehicles

- A. Recreational vehicles in Zones A, A1-30, AH and AE must:



1. be on the site for fewer than 180 consecutive days, and
2. be fully licensed and ready for highway use, and
3. be removed from the floodplain when a flood warning is issued.

#### Section 27-605.28 Prohibited Activities

In accordance with the administrative regulations promulgated by the Department of Community and Economic Development to implement the Pennsylvania Flood Plain Management Act, the following activities shall be prohibited within any Identified Floodplain Area:

- A. The commencement of any of the following activities; or the construction, enlargement, or expansion of any structure used, or intended to be used, for any of the following activities:
- B. Hospitals, sanitariums, sanatoriums, clinics, etc. whether public or private.
- C. Public or private nursing homes.
- D. Jails or prisons.
- E. Public or private schools or institutions of higher education.
- F. The commencement of, or any construction of, a new manufactured home park or manufactured home subdivision, or substantial improvement to an existing manufactured home park or manufactured home subdivision.
- G. Any other use, activity, or development not specifically permitted under the terms of this article.

#### Section 27-605.29 Existing Structures in Identified Floodplain Areas

The provisions of this Ordinance do not require any changes or improvements to be made to lawfully existing structures. However, when an improvement is made to any existing structure, the provisions of Section 27-605.30 shall apply.

#### Section 27-605.30 Improvements

The following provisions shall apply whenever any improvement is made to an existing structure located within any Identified Floodplain Area:

- A. No expansion or enlargement of an existing structure shall be allowed within any Floodway Area/District.
- B. No expansion or enlargement of an existing structure shall be allowed within AE Area/District without floodway or A Areas that would, together with all other existing and anticipated development, increase the BFE at any point.

- C. Any modification, alteration, reconstruction, or improvement of any kind to an existing structure to an extent or amount of fifty (50) percent or more of its market value, shall constitute a substantial improvement and shall be undertaken only in full compliance with the provisions of this Ordinance.
- D. The above activity shall also address the requirements of the 34 PA Code, as amended and the 2015 IBC and the 2015 IRC or most recent revision thereof as adopted by the Commonwealth of Pennsylvania.
- E. Within any Floodway Area/District (See Section 4.02 A), no new construction or development shall be allowed except as permitted in Section 4.02.A.
- F. Within any AE Area/District without Floodway (See Section 4.02 B), no new construction or development shall be located within the area measured one hundred (100) feet landward from the top-of-bank of any watercourse, unless the appropriate permit is obtained from the Department of Environmental Protection Regional Office.
- G. Any modification, alteration, reconstruction, or improvement of any kind occurring as a result of "cumulative substantial damage," as defined in this Ordinance, shall be undertaken only in full compliance with the provisions of this ordinance.

#### Section 27-605.31 Variances

If compliance with any of the requirements of this Ordinance would result in an exceptional hardship to a prospective builder, developer or landowner, the Annville Township Zoning Hearing Board may, upon request, grant relief from the strict application of the requirements.

#### Section 27-605.32 Variance Procedures and Conditions

Requests for variances shall be considered by the Annville Township Zoning Hearing Board in accordance with the procedures contained in Section 27-605.15 and the following:

- A. No variance shall be granted for any construction, development, use, or activity within any Floodway Area/District that would cause any increase in the BFE.
- B. No variance shall be granted for any construction, development, use, or activity within any AE Area/District without floodway that would, together with all other existing and anticipated development, increase the BFE more than one (1) foot at any point.
- C. No variance shall be granted for any of the other requirements pertaining specifically to development regulated by Prohibited Activities (Section 27-605.28) or to Development Which May Endanger Human Life (Section 27-605.24).
- D. If granted, a variance shall involve only the least modification necessary to provide relief.
- E. In granting any variance, the Annville Township Zoning Hearing Board shall attach whatever reasonable conditions and safeguards it considers necessary in order to protect

the public health, safety, and welfare, and to achieve the objectives of this Ordinance.

F. Whenever a variance is granted, the Annville Township Zoning Hearing Board shall notify the applicant in writing that:

1. The granting of the variance may result in increased premium rates for flood insurance.
2. Such variances may increase the risks to life and property.

G. In reviewing any request for a variance, the Annville Township Zoning Hearing Board shall consider, at a minimum, the following:

1. That there is good and sufficient cause.
2. That failure to grant the variance would result in exceptional hardship to the applicant.
3. That the granting of the variance will
  - a. neither result in an unacceptable or prohibited increase in flood heights, additional threats to public safety, or extraordinary public expense,
  - b. nor create nuisances, cause fraud on, or victimize the public, or conflict with any other applicable state or local ordinances and regulations.
4. The danger of life and property due to increased flood heights or velocities caused by encroachments.
5. The danger that materials may be swept onto other lands or downstream to the injury of others.
6. The proposed water supply and sanitation systems and the ability of these systems to prevent disease, contamination, and unsanitary conditions.
7. The susceptibility of the proposed structure or use and its contents to flood damage and the effect of such damage on the individual owners.
8. The importance of the services provided by the proposed facility to the community.
9. The requirements of the facility for a waterfront location.
10. The availability of alternative locations not subject to flooding for the proposed use.
11. The compatibility of the proposed use or structure with existing development and

development anticipated in the foreseeable future.

12. The relationship of the proposed use or structure to the Comprehensive Plan and flood plain management programs of the area.
  13. The safety of access to the property in times of flood by ordinary and emergency vehicles.
  14. The expected heights, velocity, duration, rate of rise, and sediment transport of the flood water expected at the site.
  15. Where appropriate, variances may be granted for the reconstruction, rehabilitation or restoration of historical structures as defined herein.
  16. The granting of a variance shall provide relief only from the specific term(s) of the flood plain regulations requested, not exemption from all flood plain regulations, applicable insurance premiums, nor any state or federal permitting requirements.
  17. Variances shall be granted only when and where the applicant demonstrates compliance with the provisions of the Pennsylvania Municipalities Planning Code (Act 247, as amended).
  18. Variances shall be granted only when they are shown to be the minimum relief necessary, considering the flood hazard.
  19. Other factors which are relevant to the purpose of this Ordinance.
  20. Notwithstanding any of the above, however, all structures shall be designed and constructed so as to have the capability of resisting the one-percent (1%) annual chance flood.
- H. A complete record of all variance requests and related actions shall be maintained by the Annville Township Zoning Hearing Board. In addition, a report of all variances granted during the year shall be included in the biennial report to the FEMA.

#### Section 27-605.33 Definitions

Unless specifically defined below, words and phrases used in this Ordinance shall be interpreted so as to give this Ordinance its' most reasonable application.

#### Section 27-605.34 Specific Definitions

1. Accessory use or structure - a use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure.
2. Alluvial Soils Maps – Soils maps prepared by the United States Department of

Agriculture, Soil Conservation Service which indicate the location of soil types. Alluvial soils on these maps are soils of flood plains that are sediment deposits washed from upland areas. The presence of an alluvial soil indicates that the land has been flooded at some previous point in time.

3. Base flood - a flood which has a one percent chance of being equaled or exceeded in any given year (also called the "100-year flood" or one-percent (1%) annual chance flood).
4. Base flood discharge - the volume of water resulting from a Base Flood as it passes a given location within a given time, usually expressed in cubic feet per second (cfs).
5. Base flood elevation (BFE) - the elevation shown on the Flood Insurance Rate Map (FIRM) for Zones AE, AH, A1-30 that indicates the water surface elevation resulting from a flood that has a 1-percent or greater chance of being equaled or exceeded in any given year.
6. Basement - any area of the building having its floor below ground level on all sides.
7. Building - a combination of materials to form a permanent structure having walls and a roof. Included shall be all manufactured homes and trailers to be used for human habitation.
8. Cumulative substantial damage – flood related damages sustained by a structure on two or more separate occasions during a 10-year period for which the cost of repairs at the time of each such flood event cumulatively sums to 50 percent or more of the market value of the structure before the damages occurred.
9. Declaration of Land Restriction (Non-Conversion Agreement) - A form signed by the property owner to agree not to convert or modify in any manner that is inconsistent with the terms of the permit and these regulations, certain enclosures below the lowest floor of elevated buildings and certain accessory structures. The form requires the owner to record it on the property deed to inform future owners of the restrictions.
10. Development - any man-made change to improved or unimproved real estate, including but not limited to the construction, reconstruction, renovation, repair, expansion, or alteration of buildings or other structures; the placement of manufactured homes; streets, and other paving; utilities; filling, grading and excavation; mining; dredging; drilling operations; storage of equipment or materials; and the subdivision of land.
11. Existing manufactured home park or subdivision – a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.
12. Expansion to an existing manufactured home park or subdivision – the preparation of

additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

13. Flood - a temporary inundation of normally dry land areas.
14. Flood Insurance Rate Map (FIRM) - the official map on which the Federal Emergency Management Agency has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.
15. Flood Insurance Study (FIS) - the official report provided by the Federal Emergency Management Agency that includes flood profiles, the Flood Insurance Rate Map, the Flood Boundary and Floodway Map, and the water surface elevation of the base flood.
16. Floodplain area - a relatively flat or low land area which is subject to partial or complete inundation from an adjoining or nearby stream, river or watercourse; and/or any area subject to the unusual and rapid accumulation of surface waters from any source.
17. Floodproofing - any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.
18. Floodway - the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot.
19. Highest Adjacent Grade - The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.
20. Historic structures – any structure that is:
  - a. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
  - b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
  - c. Individually listed on a state inventory of historic places in states which have been approved by the Secretary of the Interior; or
  - d. Individually listed on a local inventory of historic places in communities with historic preservation that have been certified either:
    - i. By an approved state program as determined by the Secretary of the Interior
    - or

- ii. Directly by the Secretary of the Interior in states without approved programs.
- 21. Identified Floodplain Area- this term is an umbrella term that includes all of the areas within which the community has selected to enforce floodplain regulations. It will always include the area identified as the Special Flood Hazard Area on the Flood Insurance Rate Maps and Flood Insurance Study, but may include additional areas identified by the community. See Sections 27-605.16 and 27-605.17 for the specifics on what areas the community has included in the Identified Floodplain Area.
  - 22. Lowest floor - the lowest floor of the lowest fully enclosed area (including basement). An unfinished, flood resistant partially enclosed area, used solely for parking of vehicles, building access, and incidental storage, in an area other than a basement area is not considered the lowest floor of a building, provided that such space is not designed and built so that the structure is in violation of the applicable non-elevation design requirements of this ordinance.
  - 23. Manufactured home - a structure, transportable in one or more sections, which is built on a permanent chassis, and is designed for use with or without a permanent foundation when attached to the required utilities. The term includes park trailers, travel trailers, recreational and other similar vehicles which are placed on a site for more than 180 consecutive days.
  - 24. Manufactured home park or subdivision – a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.
  - 25. Market Value – For the purposes of this Ordinance, shall be determined utilizing the market value established by the Lebanon County Tax Assessment Office.
  - 26. New construction - structures for which the start of construction commenced on or after the effective start date of this floodplain management ordinance and includes any subsequent improvements to such structures. Any construction started after April 15, 1977 and before the effective start date of this floodplain management ordinance is subject to the ordinance in effect at the time the permit was issued, provided the start of construction was within 180 days of permit issuance.
  - 27. New manufactured home park or subdivision – a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of floodplain management regulations adopted by a community.
  - 28. Person - an individual, partnership, public or private association or corporation, firm, trust, estate, municipality, governmental unit, public utility or any other legal entity whatsoever, which is recognized by law as the subject of rights and duties.

29. Post-FIRM Structure - is a structure for which construction or substantial improvement occurred after December 31, 1974 or on or after the community's initial Flood Insurance Rate Map (FIRM) dated April 15, 1977, whichever is later, and, as such, would be required to be compliant with the regulations of the National Flood Insurance Program.
30. Pre-FIRM Structure - is a structure for which construction or substantial improvement occurred on or before December 31, 1974 or before the community's initial Flood Insurance Rate Map (FIRM) dated April 15, 1977, whichever is later, and, as such, would not be required to be compliant with the regulations of the National Flood Insurance Program.
31. Recreational vehicle - a vehicle which is:
- a. built on a single chassis;
  - b. not more than 400 square feet, measured at the largest horizontal projections;
  - c. designed to be self-propelled or permanently towable by a light-duty truck,
  - d. not designed for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.
32. Regulatory Flood Elevation - the base flood elevation (BFE) or estimated flood height as determined using simplified methods plus a freeboard safety factor of two (2) feet. The freeboard safety factor also applies to utilities and ductwork.
33. Special flood hazard area (SFHA) - means an area in the floodplain subject to a 1 percent or greater chance of flooding in any given year. It is shown on the FIRM as Zone A, AO, A1-A30, AE, A99, or, AH.
34. Start of construction - includes substantial improvement and other proposed new development and means the date the Permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within ninety (90) days after the date of the permit and shall be completed within twelve (12) months after the date of issuance of the permit unless a time extension is granted, in writing, by the Floodplain Administrator. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufacture home on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration



affects the external dimensions of the building.

35. Structure – a walled and roofed building, including a gas or liquid storage tank that is principally above ground, as well as a manufactured home.
36. Subdivision - the division or re-division of a lot, tract, or parcel of land by any means into two or more lots, tracts, parcels or other divisions of land including changes in existing lot lines for the purpose, whether immediate or future, of lease, partition by the court for distribution to heirs, or devisees, transfer of ownership or building or lot development: Provided, however, that the subdivision by lease of land for agricultural purposes into parcels of more than ten acres, not involving any new street or easement of access or any residential dwelling, shall be exempted.
37. Substantial damage - damage from any cause sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed fifty (50) percent or more of the market value of the structure before the damage occurred.
38. Substantial improvement - any reconstruction, rehabilitation, addition, or other improvement of a structure, of which the cost equals or exceeds fifty (50) percent of the market value of the structure before the "start of construction" of the improvement. This term includes structures which have incurred "substantial damage" or "cumulative substantial damage" regardless of the actual repair work performed. The term does not, however, include any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions.
39. Uniform Construction Code (UCC) – The statewide building code adopted by The Pennsylvania General Assembly in 1999 applicable to new construction in all municipalities whether administered by the municipality, a third party or the Department of Labor and Industry. Applicable to residential and commercial buildings, The Code adopted The International Residential Code (IRC) and the International Building Code (IBC), by reference, as the construction standard applicable with the State floodplain construction. For coordination purposes, references to the above are made specifically to various sections of the IRC and the IBC.
40. Variance- A grant of relief by a community from the terms of a floodplain management regulation.
41. Violation - means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in 44 CFR §60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided.

42. Watercourse- a channel or conveyance of surface water having defined bed and banks, whether natural or artificial, with perennial or intermittent flow.

Section 27-605.35 Adoption

This Ordinance shall be effective on June 9, 2020 and shall remain in force until modified, amended or rescinded by Annville Township, Lebanon County, Pennsylvania.

ENACTED AND ADOPTED by the Annville Township Board of Commissioners this 9<sup>th</sup> day of June, 2020.

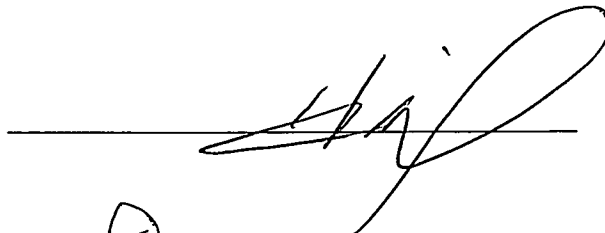
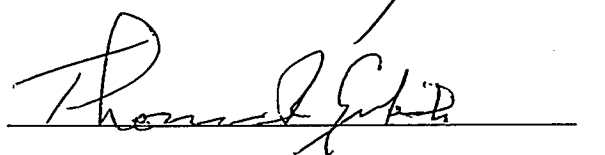
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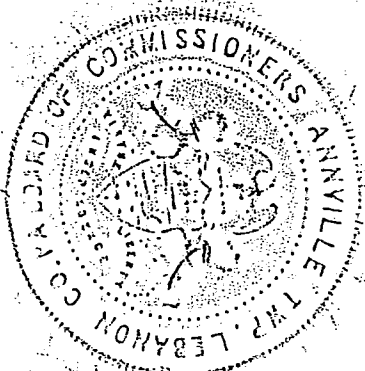
  
Annville Township Secretary

ANNVILLE TOWNSHIP BOARD OF  
COMMISSIONERS

By: \_\_\_\_\_  
President





advertisement for same, and (3) authorize the holding and advertising of any future Township meetings at the Annville Public Works Facility as determined necessary due to the COVID-19 emergency and advertising for same. Motion carried unanimously.

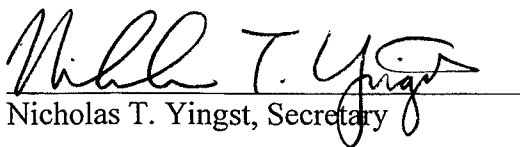
**Hiring of Seasonal Part-Time Custodian:** MOTION by Mr. Lively, second by Mr. Embich to ratify the hiring of Aiden Ward as a seasonal part-time Custodian at Town Hall at a rate of \$9.50 per hour, effective June 1, 2020. The motion was then opened for discussion and, per a question from Mr. Perrotto, Mr. Yingst indicated he had been training Mr. Ward each of his first three days on the job and believed he was doing well. With no further comments or questions noted, the motion was voted upon and carried unanimously.


**Community Development Block Grant (CDBG):** Mr. Yingst reported an invitation was received from the Redevelopment Authority of the County of Lebanon (RACL) to submit an application for the 2020 round of CDBG funding. He noted an application was submitted to RACL in the previous year for curb ramp improvements along Church Street and it was anticipated approval for same would shortly be received from the RACL. He further noted that curb ramp improvements were necessary before paving a roadway and after discussions with the RACL he was suggesting an application be submitted in 2020 for paving this same section of Church Street, which if approved would occur sometime after the curb ramp project was completed. Per a question from Mr. Embich, Mr. Yingst indicated the section of Church Street that was being considered for this project was from North Cherry Street in the west to North King Street in the east. Mr. Yingst added that he had requested a quote for construction costs from the Township Engineer as this was required for the grant application, while the design and inspection costs must be borne by the municipality. He concluded by noting the Board would need to take action on this at its July meeting if it wished to proceed and that he hoped to have more information at that point.

**CORRESPONDENCE:** Nothing to report this month.

**PAY BILLS:** MOTION by Mr. Perrotto, second by Mr. Lively to ratify the actions of the Township Administrator regarding payment of debts shown on the Finance Report (Cash Disbursement Journals of the various funds). Motion carried unanimously.

**ADJOURNMENT:** There being no further business to come before the Board, MOTION by Mr. Lively, second by Mr. Perrotto to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 7:50 PM.

  
Nicholas T. Yingst, Secretary

  
Rex A. Moore, President