



Borough of Quakertown
Building Codes and Zoning Department



35 N. Third Street
 Quakertown, PA 18951
 Telephone: 215-536-5001

www.quakertown.org – codeadmin@quakertown.org

SITE PLAN REVIEW APPLICATION

Location		
Address:	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial

Property Owner	
Name:	Phone #:
Address:	
Email:	

Applicant	<input type="checkbox"/> Same as Owner	<input type="checkbox"/> Same as Engineer
Name:	Relationship to Owner:	
Address:		
Phone #:	Email:	

Engineer	
Name:	PA Certification #:
Address:	
Phone #:	Email:

Purpose for land development or subdivision <i>(provide attachment if needed):</i>

Application Fee	\$100.00 per lot	Total Fees:
*plus cost of third-party review fees		
Date: _____ Signature: _____		

Office Use Only				
Date Received:	Date Approved:		Date Denied:	
Payment Received with Application	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Cash	<input type="checkbox"/> Check #:
Permit #:	Zone:		Tax Parcel:	

 Building Codes & Zoning Department

§408 Site Plan Review

[Ord. 983, 3/4/1992, § 4.8; as amended by Ord. 1078, 8/7/2002, § 1; and by Ord. 1098, 3/3/2004, § 1]

Procedure

1. The applicant shall submit 15 complete sets of site plans. No time requirement shall begin until the Zoning Officer determines that the plans are complete.
2. After determining that the site plans are complete, the Zoning Officer shall submit a copy to each member of the Planning Commission within seven days, and shall place the matter on the agenda of the next Planning Commission meeting. The Zoning Officer shall also prepare a written review of the site plans and shall point out any and all issues or recommendations that he feels are important.
3. The Planning Commission shall meet within 45 days of the date that the complete site plans were submitted. The applicant shall be afforded the opportunity to be present, answer questions and provide further information.
4. The Planning Commission or the Zoning Officer may choose to have the Borough Engineer review the site plans. If he does, the Borough Engineer shall provide a written report within 30 days to the Zoning Officer.
5. Unless an extension is agreed upon by the applicant within 40 days of the first Planning Commission meeting, the Planning Commission is to issue a written recommendation on the site plans to the Zoning Officer. The recommendation is to include findings and reasons affecting the recommendation including, but not limited to, the findings of the Borough Engineer and the relevant sections of any Borough ordinances. Failure to render this written recommendation within 40 days shall be considered a recommendation to issue the zoning permit.
6. The Zoning Officer shall then review the site plan and any and all written recommendations of the Planning Commission. His decision shall be in writing and shall be sent to the applicant at his last known address within five days of the recommendation of the Planning Commission. A decision of denial shall indicate the specific reasons including all sections of any Borough ordinances which have not been met.

Site Plan Requirements

The following information shall be included in the site plan:

1. A Statement describing proposed use
2. A site layout drawn to a scale of not less than one inch equals 40ft showing the location, dimensions and area of each lot, the location, dimensions and height of proposed buildings, structures, streets, and any existing buildings in relation to property and street lines. If the application relates to property which is scheduled to be developed in successive stages, such plans shall show the relationship of the portion scheduled for initial development to the proposed layout of the entire property.
3. The location, dimensions (numbers shown) and arrangements of all open spaces and yards, landscaping, fences and buffer yards, including methods and materials to be employed for screening
4. The location, size (numbers shown), arrangement and capacity of all areas to be used for motor vehicle access, off-street parking, off-street loading and unloading, and provisions to be made for lighting such areas.
5. The location and dimensions of sidewalks and all other areas to be devoted to pedestrian use.
6. Zoning districts and requirements.
7. Certification by the person who prepared the site plan.
8. Certification of ownership and acknowledgement of plan signed by owner or developer.

Site Design Guidelines

The following guidelines are divided into eight categories to assist the applicant in the preparation of site and building plans and to assist the Planning Commission and the Zoning Officer in their reviews of all site plans. These guidelines are meant to encourage creativity, innovation and well-designed developments. They apply to principal buildings and structures and to all accessory buildings, structures, signs and other site features.

1. Relation of proposed buildings to the surrounding environment. Relate proposed structure(s) harmoniously to the terrain and to existing buildings that have a visual relationship to the proposed structure(s). To achieve this favorable relationship between existing and proposed uses, create focal points with respect to avenues of approach, terrain features or other buildings and relate open space between all existing and proposed buildings.

2. Drive, Parking and Circulation. For vehicular and pedestrian circulation (including walkways, interior drives and parking) give special attention to the location and number of access points to public streets, width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic, arrangement of safe and convenient parking areas. Design these vehicular and pedestrian areas to enhance the appearance of and access to the proposed buildings and structures and to the neighboring properties.
3. Surface Water Drainage. Give special attention to proper site surface drainage to ensure that removal of surface waters will not adversely affect either neighboring properties or the public storm drainage system. Remove and effectively carry away all stormwater from all roofs, canopies and paved areas. Collect surface water from all paved areas to permit vehicular and pedestrian movement. All stormwater plans and design must be in conformance with §§ 801 through 875 of Chapter 22 of this Code of Ordinances.
4. Utility Service. Place electric and telephone lines underground, where possible. Locate, paint and undertake any other treatment to ensure that any utilities which remain above ground will have a minimal adverse impact on neighboring properties.
5. Advertising Features. Ensure that the size, location, lighting and materials of all permanent signs and outdoor advertising structures or features will enhance rather than detract from the design of proposed buildings and structures and the neighboring properties.
6. Special Features. Provide needed setbacks, screen plantings and other screening methods for exposed storage areas, exposed machinery installations, service areas, truck loading areas, utility buildings and structures and similar accessory areas and structures to help make them compatible with the existing or contemplated site design and with neighboring properties.
7. Preservation of Landscape. Preserve the landscape in its natural state by minimizing tree and soil removal. Ensure that grade changes are compatible with the general appearance of neighboring developed areas.
8. Solar Energy Use. Consider the desirability and feasibility of active and passive solar energy use. Orient proposed buildings and provide structures to provide for solar energy use and to preserve solar access of adjoining properties.

Environmental Impact Assessment Report

An environmental impact assessment (EIA) report shall be submitted with any land development plan for any nonmunicipal solid waste-to-energy facility. The EIA report shall contain text, tables, maps and analyses which document at a minimum the items listed below. Before the EIA report is prepared, the applicant shall confer with the Borough Engineer on the content of the report and related mapping including but not limited to:

1. Existing site conditions, natural and man-made.
2. The proposed land development includes buildings and all other structures, fencing, buffering, paving and other site improvements.
3. The proposed ownership, operation and maintenance of the facility.
4. The adverse environmental effects of the proposal in terms of utilities, traffic dust, smoke, gases, odors, visibility, sewage disposal, water supply, air quality, noise, soil erosion and sedimentation, stormwater vegetation disruption and building demolition.
5. Alternatives to the proposal to lessen adverse environmental effects including, but not limited to, revised location, redesign, layout or siting of buildings and other structures; alternative methods for solid and liquid waste disposal and for water supply; reduction in the size of the facility; and/or revised operations, access or road design.
6. Measures to mitigate adverse environmental effects using exhibits that depict the mitigative measures at the site, relative to adjoining properties and roads and in the Borough.
7. The EIA report shall be prepared by qualified experts including engineers, architects and other experienced professionals pertaining to traffic, air quality and other critical parameters.
8. The Borough Council may require any additional information which it determines to be necessary to make a complete evaluation of the proposal.

The EIA report shall address specific environmental aspects of the proposal including, but not limited to:

1. Air Emissions and Ambient Concentrations of Pollutants. The quantities of pollutants to be emitted by the facility and the resulting concentrations in the ambient air and dust fall within the Borough and the surrounding communities to a 10 mile radius shall be provided, based on emissions from similar facilities measured during, normal operating conditions, routine start-up and shut-down and upset conditions which require an emergency shut-down. Where emission measurements from comparable facilities are lacking, best engineering judgments shall be used to estimate the emissions. Where ambient monitoring data are lacking, an emission dispersion model approved by the U.S. EPA or PA DER shall be used to calculate ambient air concentrations and dust fall.
2. The following chemicals shall be included in the assessment:
 - a. Emissions From the Stack:
 - 1) Total suspended particulates
 - 2) Sulfur oxides (as sulfur dioxide)
 - 3) Nitrogen oxides (as nitrogen dioxide)
 - 4) Carbon monoxide
 - 5) Total hydrocarbons
 - 6) Hydrochloric acid
 - 7) Total chlorinated dioxins and furans, or 2, 3, 7, 8 – Tetrachlorodioxin
 - 8) Arsenic
 - 9) Cadmium
 - 10) Chromium (hexavalent)
 - 11) Lead
 - 12) Mercury
 - 13) Nickel
 - b. Ambient Concentrations;
 - 1) Same list as above plus:
 - 2) Sulfate
 - 3) Total settleable dust
 - 4) Heavy metals in the dust fall, including arsenic, cadmium, chromium (hexavalent), lead, mercury and nickel.
3. Odors. An estimate shall be made as to the conditions under which detectable odors will reach off-site residential and commercial areas, including normal operating conditions, start-up, shutdown, upset requiring an emergency shutdown and extended shutdown (more than one day).
4. Noise. An estimate shall be made as to the levels of noise which will be produced at the exterior of the facility building, at the property line and at nearby residential and commercial areas, under normal operating conditions, start-up, shutdown and upset requiring an emergency shutdown.
5. Visible Emissions. An estimate shall be made as to the conditions and percent of time that visible emissions are likely to be observed and whether these conditions would exceed the PA DER regulations.
6. Water Use and Effluents.
 - a. The quantities of water to be consumed per day in the various systems of the facility, including steam loss, boiler blowdown, ash quench tank and wet scrubber (if any), etc., shall be estimated based on measurements on comparable facilities or best engineering judgment where data are lacking. The sources of these water quantities shall be identified.
 - b. The quantities of pollutants to be released in the water effluents from the facility under normal operating and upset conditions, as described above and the nature of the receiving waters shall be estimated, based on experience in comparable facilities or best engineering judgment where data are lacking. The following chemicals shall be included in the assessment:
 - 1) Effluents from the Facility: biological oxygen demand (five-day), total or fecal coliform, pH, phosphate
 - 2) Other boiler water treatment chemicals in the blowdown: nitrate, salt (as NaCl), carbonate
 - 3) Other chemicals used in the wet scrubber, if any priority pollutants (as defined by the U.S. EPA); volatile and semi volatile organics, base-neutral extractables, acid extractables and heavy metals

7. Environmental Monitoring.
 - a. Evidence shall be submitted to document a proposed program of environmental monitoring to determine that the actual emissions, odors, noise and effluents fall within the range of estimates provided as per the above items. This program shall meet the requirements of the PA. DER including (or in addition to the PA DER requirements) a set of baseline measurements lasting at least one month prior to the start of construction of the facility, a set of measurements during the check-out and initial start-up of the facility and a set of measurements at least monthly during the first year of facility operation.
 - b. The regular monitoring shall include measurements of dioxins and furans in the emissions and settleable dust and of priority pollutants in the effluents only once during the initial start-up of the facility, and then only annually thereafter.
8. Traffic. An estimate shall be made, based on actual traffic counts on the roads leading to the facility, of the number and percent of total traffic and of truck (greater than five tons) traffic to be represented by the trash-hauling and ash-removal trucks required to support the facility under normal operating conditions during typical weekday and Saturday traffic conditions.
9. Safety. An estimate shall be made of the safety of the facility under normal and upset conditions in regard to the potential and likelihood of fire, explosion or other emergency conditions which could affect the health and safety of the residents and emergency personnel of the Borough.
10. Risk Assessment. An assessment shall be made of the overall risks to human health and safety of the operations of the facility under normal, start-up, shutdown and upset conditions. The risk assessment shall include estimates of the chances that the residents of the Borough will contract illness requiring hospitalization or death, including damage to vital organs and cancer, from exposure to the emissions and effluents from the facility during their lifetimes. The risk assessment shall also include estimates of the increased chances of hospitalization or death due to the traffic and safety hazards determined in Subsections 5B(7) and (8) above. No facility shall be approved which would increase the chances of hospitalization or death to a resident of the municipality by more than one chance in 100,000.