

*Cheltenham Township, believing that public input is appropriate on any items coming before the Commissioners, will recognize any citizen wishing to address a specific item prior to the vote on that issue. In order to be recognized, please raise your hand.*

## **PUBLIC AFFAIRS COMMITTEE**

Charles D. McKeown – Chair  
Ann L. Rappoport – Vice Chair  
Baron B. Holland – Member  
Daniel B. Norris – Member  
J. Andrew Sharkey – Member  
Morton J. Simon, Jr. – Member  
Harvey Portner – Ex-Officio Member

**Wednesday, September 2, 2015**

**7:45 p.m.**

**Curtis Hall**

### **AGENDA**

1. Receipt of the Report of the Property Supervisor for the month of August, 2015 (see attached).
2. Receipt of the Report of the Public Information and Complaint Officer for the month of August, 2015 (see attached).
3. Receipt of Staff Meeting Minutes dates July 28 and August 18, 2015.
4. Quarterly Report from Carrie Turner, Library President .
5. Quarterly Report from Margaret Griffen, Executive Director of the Cheltenham Art Center.
6. Continued discussion of the draft Ordinance amending the Code relating to Transient Vendors and a Resolution setting certain fees relating to Transient Vendors (see attached).
7. Old Business.
8. New Business.
9. Citizens' Forum.
10. Adjournment.



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Bryan T. Havir  
Township Manager

# Township of Cheltenham

Montgomery County, Pennsylvania

## Board of Commissioners

Harvey Portner, *President*  
Morton J. Simon, Jr., *Vice President*  
Baron B. Holland  
Charles D. McKeown  
Daniel B. Norris  
Ann L. Rappoport  
J. Andrew Sharkey

**Township Manager**  
Bryan T. Havir



**Administration Building**  
8230 Old York Road  
Elkins Park, PA 19027-1589

Phone: 215 887-1000  
FAX: 215 887-1561  
[www.cheltenhamtownship.org](http://www.cheltenhamtownship.org)

## MEMORANDUM

**DATE:** August 28, 2015  
**TO:** Public Affairs Committee  
**FROM:** Allen Brown, Maintenance Custodian  
**SUBJECT:** Report of Property Department – August 2015

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The following is an outline of work performed during the month of August 2015:

- A. Professional Contractors
1. Administration Building
    - Met with Reliable Plumbing to discuss 2<sup>nd</sup> floor Women's restroom.
    - Met with Delaware Valley Insurance Trust for building inspection.
    - Met with technician from Pitney Bowes in reference to fixing the postage machine.
    - Met with Dave Dudo to finalize a quote for reinstallation of the chandelier in the main lobby.
  2. EMS Building
    - Met with Reliable Plumbing to discuss quote for leaking pipe in basement.
  3. Police Administration Building
    - Met with Reliable Plumbing and Bryan Sturket Plumbing to obtain quote for leaking soil pipe in boiler room.
    - Reliable Plumbing repaired leaking pipe in boiler room.
    - Humphrey's exterminator was called to spray cells for bed bugs.

B. Various tasks completed throughout the month:

1. Administration Building
  - Posted outgoing mail.
  - Took mail to post office.
  - Picked up mail from post office.
  - Recycled three times a week.
  - Kept copy paper stocked.
  - Took storage boxes to archive area from several departments.
  - Set boardroom up for several meetings.
  - Replaced light bulbs, as needed.
  - Cleaned front porch patio.
  - Cleaned roof drains.
  - Delivered agendas to Curtis Hall for various meetings.
  - Collected trash from all offices on Tuesdays and Thursdays.
  - Cleaned restrooms on first and second floors on Tuesdays and Thursdays.
  - Supplied restrooms with paper goods on Tuesdays and Thursdays.
  - Supplied cleaning staff with cleaning products for all buildings.
  - Opened Administrative Building at 7:45 a.m. and closed the building at 4:30 p.m.
  - Repaired the hinge on front main entrance door.
  - Repaired toilet in Board Room, allowing it to flush properly.
  - Removed unwanted furniture from Tax Office.
  - Cleaned and repaired window AC units in second floor offices.
2. Brookdale Pump Station
  - Monitored emergency generator, sump pump and all pumps weekly.
  - Cleaned all objects and debris inside and outside of Pump Station, as needed.
  - Replaced light bulbs, as needed.
  - Cleaned back landing by creek.
3. Police Administration Building
  - Recycled three times a week.
  - Replaced light bulbs, as needed.
  - Kept copy paper stocked.
  - Cleaned roof drains.
  - Collected trash on Tuesdays and Thursdays.
  - Cleaned cells and restrooms on first floor and basement.
  - Supplied restrooms with paper goods on Tuesdays and Thursdays.
  - Treated all drains for drain flies and larva throughout the building.

4. District Justice Cerski's Office
  - Recycled three times a week.
  - Replaced light bulbs, as needed.
  - Cleaned roof drains.
  - Emptied outside trash can.
  - Collected trash on Tuesdays and Thursdays.
  - Cleaned restrooms on Tuesdays and Thursdays.
  - Supplied restrooms with paper goods on Tuesdays and Thursdays.
5. EMS Building
  - Supplied restrooms with paper goods, as needed.
  - Changed light bulbs, as needed.
  - Repaired light in main entrance hallway.
  - Repaired lights in basement.
6. Public Works Facility Building/Emergency Operations Center
  - Recycled.
  - Kept copy paper stocked.
  - Replaced light bulbs, as needed.
  - Cleaned roof drains.
  - Picked up and delivered mail daily.
  - Repaired three urinals that were leaking or not flushing properly.
  - Repaired broken toilet seat.
  - Repaired two flusher valves on leaking toilets.
7. Rowland Community Center
  - Delivered mail daily.
  - Delivered copy paper.
  - Cleaned roof gutters and drains.
  - Cleaned entire building after every event.
  - Set up for Library and Community Center events.
  - Cleaned grounds and maintained landscape around building, as well as playground.
8. Curtis Hall
  - Set up and breakdown of all meetings and events at the Hall.
  - Two Commissioners' desk lamps were repaired.
  - Met with new weekend employee to inform him of weekend duties.
  - Repaired door hinges on shed so door could lock properly.
  - Changed light bulbs, as needed.
  - Humphrey's Pest Control treated all drains for drain flies and larva throughout the building.

C. Miscellaneous

- J.B. Winder re-inspected all fire extinguishers at:
  - Administration Building
  - District Court House
  - EMS Building
  - Police Administration Building
  - Public Works Facility/Emergency Operations Center
  - La Mott Community Center
  - Rowland Community Center
  - Richard Wall House Museum
  - Glenside Hall and Pool Area
  - Conklin Pool
  - Curtis Hall
  - Brookdale Pump Station
- Called for pricing and generated purchase orders, as needed.
- Generated purchase orders for emergency repairs throughout all my buildings.
- Supplied cleaning staff with paper goods and cleaning products for:
  - Administration Building
  - District Court House
  - Police Administration Building
  - Public Works Facility/Emergency Operations Center

AB/ac

cc: Bryan T. Havir, Township Manager  
Alyson Elliott, Assistant Township Manager

# Township of Cheltenham

Montgomery County, Pennsylvania

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Township Manager  
Bryan T. Havir

August 21, 2015

Memo to: Board of Commissioners  
Public Affairs Committee

Attn: Bryan T. Havir, Township Manager

RE: August 2015 Month Report

## 1. PUBLICITY PROJECTS

Facebook.....Beating the Heat at Conklin and Glenside Pools  
Release/Web/Cable/E-Notification/Facebook.....Movie in the Park  
Web/Cable/E-Notification/Facebook .....Household Hazardous Waste Collection in Abington

Electronic Billboard.....Fourth Concert in the Park  
Web/Cable/E-Notification/Facebook .....Papal Visit Information for Cheltenham  
Web/E-Notification/Facebook.....Duane Eubanks Concert in the Park  
Photo Release/Web/E-Notification/Facebook.....Computer Camp at La Mott  
Web/E-Notification/Facebook.....Township Milling and Paving Schedule  
Facebook.....Rental Facilities for Special Events  
Web/Cable/E-Notification/Facebook .....Draft Zoning Ordinance Workshops Canceled  
Facebook.....Swim Lessons at Conklin and Glenside Pools  
Release/Web/Cable/E-Notification/Facebook.....Labor Day Closings in Cheltenham  
Release/Web/Cable/E-Notification/Facebook.....September Meetings in Cheltenham  
Web/E-Notification/Facebook.....Montgomery County Paper Shredding  
Facebook.....Reminder: Garden Debris Drop-Off Option  
Electronic Billboard.....Clean Water Tip #3  
Facebook.....Conklin Pool Lifeguard Dress-Up Day  
Electronic Billboard.....Fifth Concert in the Park  
Facebook.....New Playground Carpet at Rowland Community Center  
Release/Web/Cable/E-Notification/Facebook.....Registration for Fall Parks and Recreation Programs  
Web/E-Notification/Facebook.....Point Blank Band Concert in the Park



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Montgomery County, Pennsylvania

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## MEMORANDUM

TO: Public Affairs Committee

FROM: Bryan Havir, Township Manager  
Alyson Elliott, Assistant Township Manager *ae*

RE: Ordinance to Amend Chapter 251: Peddling, Soliciting and Transient Sales

DATE: August 27, 2015

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Attached for your review please find an ordinance amending Chapter 251 of the Codified Ordinances of Cheltenham Township, entitled "Peddling, Soliciting and Transient Sales," Sections 251-1, 251-3, 251-4, and 251-6 of the Code of the Township of Cheltenham along with a resolution to change the fees associated with this Ordinance.

At the July 8, 2015, Finance Committee meeting, the Committee asked Township staff to review the fees for transient vendors to determine whether it would be appropriate to establish fees for different sized transient vendors, such as those that operate at carnivals.

Staff reviewed the Township's existing fee schedule and determined that there is already a fee established for larger events, such as carnivals or circuses (§A300-2. Amusements and amusement devices). The fee is a flat rate of \$1,000 for a maximum of one week event. After reviewing other municipal ordinances with respect to larger events, the Committee may want to consider amending Chapter 94, Amusements and Amusement Devices, Article I, Carnival, Circuses and Picnics, along with the fee schedule to develop a special events permit and associated fees, which could apply to the following types of events in addition to carnivals and circuses: festivals, concerts, outdoor shows, dances, theatrical performances, exhibitions, and other similar special events and public gatherings out of doors. Rather than establishing a flat fee, the Township may also want to consider a daily rate for these types of event.

Township staff, however, does not recommend establishing fees for different size transient vendors under the proposed "Peddling, Soliciting and Transient Sales" ordinance or fee resolution amendments.

Attachment



**BOARD OF COMMISSIONERS  
CHELTENHAM TOWNSHIP  
MONTGOMERY COUNTY, PENNSYLVANIA**

**ORDINANCE NO. - \_\_\_\_\_**

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**AN ORDINANCE AMENDING CHAPTER 251 OF THE CODE OF  
CHELTENHAM TOWNSHIP ENTITLED "PEDDLING, SOLICITING  
AND TRANSIENT SALES" TO ADD TERMS AND PROVISIONS  
REGULATING TRANSIENT VENDORS, TRANSIENT SALES AND  
ESTABLISHING REQUIREMENTS FOR PEDDLERS AND SOLICITORS  
PERMITS AND FOR TRANSIENT SALES PERMITS**

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**WHEREAS**, the Township of Cheltenham ("Township") is a duly incorporated Township of the First Class; and

**WHEREAS**, the First Class Township Code authorizes the Township to make and adopt any and all ordinances as may be deemed expedient and necessary for the proper management, care and control of the Township and its finances, and the maintenance of peace, good government and welfare of the Township; and

**WHEREAS**, the Board of Commissioners of Cheltenham Township have already established Chapter 251 of the Cheltenham Township Code entitled "Peddling, Soliciting and Transient Sales" by Ordinance No. 2191-09 regulating Peddlers, Solicitors and Transient Sales within the Township; and

**WHEREAS**, the Board of Commissioners wishes to supplement the regulations concerning Transient Sales, to define a Transient Vendor, to impose additional requirements with regard to Transient Sales within the Township, to establish requirements for peddlers and solicitors' permits and for Transient Sales permits.

**NOW, THEREFORE**, it is hereby **ENACTED** and **ORDAINED** by the Board of Commissioners of Cheltenham Township, duly assembled, as follows:

**SECTION I.**

*The text underlined and bolded below shall be added to Chapter 251 and the text bolded and struck through shall be removed from the same Chapter:*

Chapter 251 of the Cheltenham Township Code entitled "Peddling, Soliciting and Transient Sales" is hereby amended as follows:

**§ 251-1 Definitions.**

**PEDDLER/SOLICITOR** – Any person or any organization or company employing peddlers or solicitors who shall engage in peddling/soliciting as herein defined. The words "peddler" and "solicitor" shall include the words "vendor," "street vendor," "hawker" and "huckster," and other such words carrying or conveying the same meaning and understanding and addressing the same activities described thereby.

**PEDDLER/SOLICITOR (NONPROFIT/EXEMPT)** – Any person representing a governmental agency, charitable, educational, religious or political organization or any association incorporated in accordance with or subject to the provisions of the Commonwealth of Pennsylvania, Department of State, Bureau of Charitable Organizations, for the purpose of soliciting membership, money and/or property by or on behalf of a nonprofit/exempt organization, cause, candidate or viewpoint.

**PEDDLING (COMMERCIAL)** – The selling or offering for sale of any goods, wares or merchandise for immediate delivery, which the person selling or offering for sale carries with him/her in traveling or has in his/her possession or control upon any of the streets or sidewalks, from house-to-house within the Township of Cheltenham or from a fixed location within the Township of Cheltenham on a temporary basis.

**SOLICITING (COMMERCIAL)** – The seeking or taking of contracts or orders for any goods, wares or merchandise for future delivery or for services performed for the homeowner by a private individual or for-profit corporation, upon any of the streets or sidewalks, from house-to-house within the Township of Cheltenham, including the door-to-door delivery of business advertisements that do not require direct contact with residents.

**TRANSIENT SALES, INSIDE** – The selling, offering for sale, or taking orders for sale on a seasonal/temporary basis by a Transient Vendor with written permission of the property owner inside any mall or other nonresidential establishment within the Township's borders provided that said seasonal/temporary use complies with the requirements of Chapter 295, Zoning.

**TRANSIENT SALES, OUTSIDE** – The peddling, soliciting, selling, offering for sale or taking orders for sale by a Transient Vendor at any outdoor place, on a seasonal/temporary basis, within the limits of private property with permission of the property owner, provided that said private property is zoned for commercial use and that said seasonal/temporary use meets the requirements of Chapter 295, Zoning. Any permanent or temporary structures installed to conduct Transient Sales shall comply with the requirements of the Township's Building Code. Transient Sales are not permitted on residential properties.

**TRANSIENT VENDOR** – a person, group of persons, or entity engaged in Transient Sales at a single location, whether inside a mall, commercial or other permanent building within the Township's borders, or at an outdoor place within the Township's borders, on a seasonal/temporary basis. A Transient Vendor does not maintain a distribution house, sales house, warehouse, service enterprise or residence on the location where the Transient Sales take place.

**§ 251-3 Conduct of peddlers, solicitors and Transient Vendors.**

A. Carry the permit at all times and furnish it upon request of any person to whom the peddler/solicitor is attempting to peddle.

B. Peddlers/Solicitors shall not enter or attempt to enter any dwelling house or place of business without the invitation or permission of the occupant and shall immediately leave the premises upon request.

C. Peddlers/Solicitors shall only engage in peddling/soliciting within the Township between the hours of 10:00 a.m. and 9:00 p.m. Monday through Friday and 10:00 a.m. and 5:00 p.m. on Saturdays. No soliciting is permitted on Sundays and federal/state legal holidays.

D. Transient Sales requirements:

1. Transient Vendors shall provide the Township with the written authority of the property owner where Transient Sales are intended to take place that the Transient Vendor is authorized to operate from such location.
2. Transient Sales shall start no earlier than 7:30 a.m. and end no later than 9:30 p.m.
3. Transient Sales permits shall be valid for no longer than 10 days, unless otherwise approved by the Township Manager.
4. If a Transient Vendor operates on Township property or within the public right-of-way, the Transient Vendor shall provide the Township with a certificate of insurance complying with the Township's standards for such certificates at the time of application for a permit pursuant to this section. The certificate of insurance must list the Township and/or other applicable public agencies as additional insured.
5. Transient Vendors who erect a tent shall meet the following requirements:
  - a) Such tents shall meet all requirements for tent installations in accordance with Section 2403 of the International Fire Code, as amended.
  - b) Such tents shall bear a tag which verifies the fire rating of the tent material.
  - c) The tent stakes of all such tents shall have protective caps installed.
  - d) Any and all holes dug or otherwise used for tent stakes for such tents must be filled in and surface returned to original condition.

6. Any and all tents and other temporary or permanent structures used for Transient Sales shall:
  - a) be installed to withstand wind, rain and snow loads in accordance with the standards set forth in the International Fire Code.
  - b) have minimum number of fire extinguishers provided in accordance with the International Fire Code.
  - c) have egress pathways provided in accordance with the International Building Code and International Fire Code.
  - d) be in compliance with the accessibility requirements of the Americans with Disabilities Act of 1968, as amended.
  - e) not have combustibles stored or located within 30 feet of the tent or other structure used for Transient Sales.
  - f) have No Smoking signs posted in accordance with the International Fire Code.
  - g) not adversely impact the parking requirements for the underlying use of the property where the Transient Sales take place.
  - h) not adversely impact the parking requirements for neighboring properties near where the Transient Sales take place.
  - i) tents or other temporary structures intended for Transient Sales shall cover not more than 900 sq. ft. in area. No more than one (1) tent or temporary or permanent structure used for Transient Sales shall be permitted per premises.
  - j) Comply in any other applicable ways with the International Fire Code and International Building Code, as amended from time-to-time.
7. Any permanent structure used for Transient Sales shall also be in compliance with all applicable requirements of the Township's Zoning Ordinance.
8. All merchandise, vehicles, storage containers, tents and other temporary structures utilized for Outside Transient Sales shall be removed by 9:30 p.m. each night and may not be set up before 7:30 a.m. Merchandise, vehicles, storage containers, tents and other temporary structures utilized for Outside Transient Sales may be left on site, with the approval of the Township Manager, provided the Transient Vendor provides a written

plan which demonstrates to the approval of the Township Manager that any such objects left on site will be secure and will not be a nuisance to the property owners of the premises or neighboring properties. The Transient Vendor shall obtain such approval from the Township Manager prior to leaving any such objects on site between 9:30 p.m. and 7:30 a.m.

9. Any and all generators used in connection with Transient Sales shall be shut off between the hours of 9:30 p.m. and 10 a.m. each day.

10. Transient Vendors shall not remain, loiter, “sleepover” on, or be present on Transient Sales sites between the hours of 10 p.m. and 7:30 a.m.

E. Peddlers/Solicitors/Transient Vendors shall not call out or shout to sell services or goods, nor shall they use any loudspeaker, horn, music or other device or vehicle that uses such devices.

F. Peddlers/Solicitors/Transient Vendors shall not occupy by standing in person, with or without a stand, cart, or similar fixtures, upon any fixed location or along any of the alleys, sidewalks, streets or any other public rights-of-way in the Township, unless permitted to do so by the Township.

G. Peddlers/Solicitors/Transient Vendors shall not park any vehicle upon or along any of the streets or sidewalks of the Township for the sole purpose of advertising, displaying and selling of merchandise.

H. Outside Transient Vendors may display two (2) signs per tent or structure, not more than eight (8) square feet each. The signs must be attached to the tent or structure. Sandwich board signs are prohibited, unless the Transient Vendor does not utilize a tent or structure. No more than one (1) sandwich board sign, not more than sixteen (16) square feet, shall be displayed for vendors who are not utilizing a tent or structure. A plan for each sign shall be submitted to the Planning and Zoning Department with the Transient Vendor permit application for review and approval.

I. Peddling/Soliciting is not permitted in Township parks. Peddling/Soliciting is permitted at Township pools and certain playgrounds only on a contracted basis with the Parks and Recreation Department and as approved by the Director of Parks and Recreation.

J. Peddlers/Solicitors/Transient Vendors shall not peddle/solicit on private property without permission of the property owner.

K. Peddlers/Solicitors/Transient Vendors shall not cut across or walk upon any front lawn, back yard or courtyard except upon sidewalks, walkways or private driveways, if such sidewalks, walkways or driveways are provided.

L. It shall be unlawful for any person to peddle or solicit or attempt to peddle or solicit at a place of residence at any entrance other than the main entrance of the residence.

M. Peddlers/Solicitors/Transient Vendors who are offering any food for sale or using any mobile food unit that requires a permit from the Montgomery County Health Department must provide said permit when applying for a Township permit.

N. Peddlers/Solicitors of home improvements services who are required to comply with any state legislation must provide proof of compliance with said legislation when applying for a Township permit.

**§ 251-4 Permits; waiver of fees.**

**A. Peddlers and Solicitors Permits.**

1. Any person or business desiring to engage in peddling/soliciting within the Township must first obtain an application from the Township's Accounting Department for a Permit. All peddling/soliciting permits shall be reviewed by the Cheltenham Township Police Department before approval by the Accounting Department.
2. Approved permits shall be exhibited in clear view by the peddler/solicitor at all times. Permits shall not be altered. No permit may be transferred from one person to another.
3. A separate application shall be filed and a separate permit fee shall be paid by each person who shall actually conduct the peddling/soliciting and shall apply where an employer desires to secure permits for his employees, agents or representatives. Each person applying to engage in peddling/soliciting activities shall submit a State Police background check with their application.
4. Permit fees may be waived by the Township Manger for any person or business whose primary place of business is in the Township and who pays a business privilege and/or mercantile tax to the Township and are current on all such taxes.
5. All peddlers and solicitors must file and pay a business privilege and/or mercantile tax to the Township for the year(s) in which they operate in the Township. Permit fees will not be waived for persons or businesses whose primary place of business is located outside the Township.

**B. Transient Sales Permits.**

1. Transient Vendors must file an application with the Township's Planning and Zoning Department for review and approval. The application shall include a State Police background check for each individual applying to engage in Transient Sales and all Transient Sales permits shall be

reviewed by the Cheltenham Township Police Department before approval.

2. All approved Transient Vendor permits shall be exhibited in clear view by the Transient Vendor at all times. Permits shall not be altered and cannot be transferred from one Transient Vendor to another.
3. If a Transient Vendor desires to set up in more than one location, a permit shall be filed for each location.
4. Permit fees may be waived by the Township Manager for any person or business who/which applies for a Transient Vendor permit on a commercial property which they own or have a long-term commercial lease, provided they pay a business privilege and/or mercantile tax to the Township and are current on all such taxes.
5. All Transient Vendors must file and pay a business privilege tax and/or mercantile tax to the Township for the year(s) in which they operate in the Township. Permit fees will not be waived for persons or businesses whose primary place of business is located outside the Township.
6. Any variance to the Transient Sales permit requirements must be approved by the Township Manager, at his or her discretion.

§ 251-6 Revocation and suspension of permits; appeals.

A. The Chief of Police, and/or his/her designee, is hereby authorized to revoke or suspend any permit issued under this chapter for any violation of any of the provisions of this chapter, or for giving false information upon any application for a permit. The Chief of Police and/or designee is further authorized to refuse a permit to any person whom the Chief and/or designee deems could present a threat of harm or danger to the citizens of Cheltenham Township. When a permit is revoked, no other permit shall be issued to the same applicant within one year of the date of revocation and operation by the permit holder shall cease immediately upon revocation. In case of a suspension, operation shall cease immediately but may recommence at the end of the suspension if the term of the permit is still in effect.

**SECTION II. DISCLAIMER**

Nothing in this Ordinance shall limit, in any manner whatsoever, the Township's right to enforce any ordinance or law of the Township of Cheltenham, County of Montgomery or Commonwealth of Pennsylvania. Nothing in this Ordinance shall be a defense of any citation issued by any municipal corporation or the Commonwealth pursuant to any other law or ordinance.

**SECTION III. SEVERABILITY**

The provisions of this Ordinance are severable, and if any Section, sentence, clause or phrase shall be held by a court of competent jurisdiction to be illegal, invalid, or unconstitutional, the remaining portions of this Ordinance shall not be affected or impaired thereby.

**SECTION IV. SAVINGS/REPEALER**

Chapter 251, entitled Peddling, Soliciting and Transient Sales, of the Cheltenham Township Code of Ordinances shall remain in full force and effect, save and except as amended by this or any other Ordinance. Any ordinance or part of any Ordinance conflicting with the provisions of this Ordinance shall be deemed and the same are hereby repealed to the extent of such conflict.

**SECTION V. FAILURE TO ENFORCE NOT A WAIVER**

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

**SECTION VI. EFFECTIVE DATE**

This Ordinance shall take effect and be in force as soon after adoption as is permitted by law.

**ORDAINED AND ENACTED** into an Ordinance this \_\_\_\_ day of \_\_\_\_\_, 2015.

CHELtenham TOWNSHIP

By: \_\_\_\_\_  
Harvey Portner, President  
Board of Commissioners

Attest: \_\_\_\_\_  
Bryan Havir, Township Manager/Secretary



**CHELTENHAM TOWNSHIP  
RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION INCREASING CERTAIN FEES  
AND ADDING NEW FEES**

**BE IT RESOLVED**, and it is hereby resolved this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2015 by the Board of Commissioners of Cheltenham Township that:

**WHEREAS**, Cheltenham Township desires to increase the fee for the erection of temporary tents or structures to be used for commercial purposes in commercial areas and has not established a fee for signs to be affixed to temporary tents or structures used for commercial purposes in commercial areas; and

**WHEREAS**, Cheltenham Township has not established a fee for vendors engaged in transient sales; and

**WHEREAS**, the Cheltenham Township Board of Commissioners has established an administrative policy to require an application and escrow fee for obtaining Equivalent Dwelling Units (EDUs) for connection to the Township's sanitary sewer system; and

**WHEREAS**, Cheltenham Township has the right to set fees pursuant to Chapter A300 of the Cheltenham Township Code; and

**NOW THEREFORE, BE IT RESOLVED**, the Board of Commissioners of the Township of Cheltenham deems that it is in the best interest of the Township and its citizens to increase and add the following fees effective \_\_\_\_\_:

1. Chapter A300, entitled "Fees," Section A300-4., entitled "Building Construction," §A300-4.A.2.(b)[3] is revised to read: Temporary tents or structures to be used for commercial purposes in commercial areas: a fee of \$100 per day, for a maximum of 10 days. Permits for signs affixed to temporary tents or structures used for commercial purposes in commercial areas shall require a fee of \$25 per sign.
2. Chapter A300, entitled "Fees," Section A300-18., entitled "Peddlers, Solicitors and Transient Vendors," is hereby amended by adding the following new §A300-18.D., which shall read: Transient Sales: a fee of \$100 per vendor, per day, for a maximum of 10 days.
3. Chapter A300, entitled "Fees," Section A300-16., entitled "Sewers," is hereby amended by adding the following new §A300-16.C., which shall read as follows:
  - C. Administrative Application Fee for Equivalent Dwelling Units (EDUs) for Residential and Non Residential Uses
    - (1) Application Fee \$150
    - (2) Escrow Fee \$500, Residential, refundable & replenishable  
\$2,500, Non Residential, refundable and replenishable

**I HEREBY CERITIFY** that the foregoing Resolution by the Board of Commissioners of the Township of Cheltenham, County of Montgomery, Commonwealth of Pennsylvania, at its meeting held at Curtis Hall, 1250 West Church Road, Wyncote, Pennsylvania 19095 on this \_\_\_\_ day of \_\_\_\_\_, A.D. 2015, in the year of the Township of Cheltenham the one hundred and sixteenth.

ATTEST:

TOWNSHIP OF CHELTENHAM  
BOARD OF COMMISSIONERS

\_\_\_\_\_  
Bryan T. Havir  
Township Manager and Secretary

By: \_\_\_\_\_  
Harvey Portner, President