

**SWANA RECYCLING
TECHNICAL ASSISTANCE STUDY**

FINAL REPORT

**NEW GARDEN TOWNSHIP,
CHESTER COUNTY PENNSYLVANIA**

WASTE AND RECYCLING PROGRAM EVALUATION



GANNETT FLEMING, INC.



HARRISBURG, PENNSYLVANIA

November 2009

**SWANA RECYCLING
TECHNICAL ASSISTANCE STUDY
FINAL REPORT**

**NEW GARDEN TOWNSHIP, CHESTER COUNTY
WASTE AND RECYCLING PROGRAM EVALUATION AND REGULATORY
COMPLIANCE**

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SWANA RECYCLING TECHNICAL ASSISTANCE STUDY
EXECUTIVE SUMMARY
NEW GARDEN TOWNSHIP, CHESTER COUNTY
WASTE AND RECYCLING PROGRAM EVALUATION AND REGULATORY
COMPLIANCE

New Garden Township is taking steps to improve the way its waste is managed. The Township is gradually stepping up enforcement of restricted open burning, particularly for repeat offenders. The Township is also reaching out to businesses to educate them on recycling requirements and to obtain information pertaining to commercial sector waste management activities. Through this Recycling Technical Assistance study, the Township is taking the initial steps toward revising the Township's residential and commercial waste and recycling programs to improve overall performance. Recommendations are based on the Township's compliance with Act 101 of 1988, Act 140 of 2006 and/or other PADEP policies. Gannett Fleming (GF) provides key conclusions and recommendations summarized as follows (refer to Sections 3.0 and 4.0 for additional details):

Conclusions

- All Township households are not clearly required to secure curbside waste disposal services with a hauler, hence, the current private subscription, multi-hauler waste management system does not effectively manage residential wastes and recyclables.
- An estimated 10 - 20 percent of residential establishments do not have trash service, which contributes to improper waste disposal, including open burning and illegal dumping. Households without trash services do not have curbside recycling.
- The Township can legally solicit waste management information from new and existing businesses using a Business Information Request or registration process; however, business "licensing" should be avoided due to legal limitations for Class 2 Townships (see section 3.3.1).
- Meeting Act 140 of 2006 recycling requirements assures that the Township remains eligible for Act 101 of 1988, Section 904 Performance Grants. GF does not feel the current language under Ordinance 62-3 adequately or clearly addresses the mandatory municipal-wide trash requirements identified under Act 140.
- The amount of active enforcement required to maintain a sound waste management program can be minimized by adding convenient and specific

waste management requirements (via ordinance) that increase accountability by residents and haulers (see recommendations).

- The Township lacks a balanced waste management program with supplemental recycling options. No yard waste compost site has been identified and no recyclables drop-off site is available

Recommendations

- Add a requirement under Ordinance 62-3, that all owners of occupied residential establishments shall secure trash and recycling service and provide proof of a hauler or other certification of proper disposal upon request by the Township.
- Require all haulers to provide their customer lists annually to the Township by a specified date for the purpose of verifying household participation.
- To facilitate municipal-wide program enforcement, limit the number of days that private haulers are permitted to collect municipal waste and recyclables from residential establishments and identifying collection zones or districts for specified days if deemed appropriate.
- Although GF recommends a sound education program as the primary tool to encourage proper waste management participation, it is also recommended that the Township designate an enforcement officer, or other Township appointee, with the authority to issue citations or administrative tickets for waste management violations (refer to section 3.4).
- Follow-up on GF's initial discussions with Southeastern Chester County Refuse Authority (SECCRA) to provide and service a recyclables drop-off site within the Township.
- Identify a private compost facility that will allow residents to drop-off materials. Educate residents about this facility in newsletters, website and other media.
- Identify one or more local farms willing to accept leaves and work with them to complete the Land Application form included in the Appendices.
- Every year, the Township should recover recyclables documentation (e.g. weigh slips or certificates) from haulers and/or processors and submit this data in conjunction with an Act 101, Section 904 Performance Grant Application. Monies garnered from this grant program should be invested into improving the waste management program (e.g. establish drop-off sites, educational materials, etc.).

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1.0 INTRODUCTION

Under the Pennsylvania Recycling Technical Assistance Program, New Garden Township (Township) requested assistance from Gannett Fleming (GF) to evaluate the existing waste management and recycling system. The current waste collection program is a multi-hauler, private subscription system where residents select a trash hauler. The Township is requesting guidance on ways to improve program performance, compliance and enforcement.

New Garden Township is mandated to comply with the Pennsylvania Department of Environmental Protection (PADEP) policies, the Municipal Waste Planning, Recycling and Waste Reduction Act of 1988 (Act 101 of 1988) and with Act 140 of 2006 waste management and recycling requirements. Although the Township is mandated to recycle and to implement a waste management program, enforcing waste management practices in a manner that fully meets regulatory compliance has been historically difficult for the Township.

Overseeing waste and recycling activities in a Township with multiple active waste haulers and low housing density has unique challenges. Rural roads contribute to inefficient curbside collection and some homeowners, often those with larger properties, resort to improper methods of waste management including open burning, burying material, and illegal dumping. With these other forms of “disposal” available, some homeowners do not subscribe with a private waste hauler and are unaccountable for environmentally responsible waste disposal. To evaluate the existing program, GF worked with the Township to develop the following three tasks for this study:

1.1 Scope of Work

- Task #1** Gather and review background information related to existing recycling and leaf waste programs. This task will include review of the relevant ordinances and corresponding regulatory requirements.
- Task #2** GF will develop and make recommendations to the Township to improve the program performance and the ability to enforce the program.
- Task #3** GF will prepare and provide the Township with a summary report of findings and recommendations. This task includes a review of the report by PADEP and response to PADEP comments. An electronic file of the final report will be submitted to PADEP. Both an electronic and hardcopy version of the final report will be provided to the Township.

2.0 DEMOGRAPHICS AND EXISTING WASTE MANAGEMENT PROGRAM

New Garden Township is located in the southeastern portion of Chester County, Pennsylvania. The Township consists of over 16 square miles and has a population of 9,083 residents according to the 2000 US Census Bureau Data. The population and housing density are relatively low. There are fewer than 600 persons per square mile and approximately 2,700 households.

In the Township's private subscription or "open" waste management system, the homeowner is responsible for contracting directly with a waste hauler. Monterey Refuse Service, Inc. services the largest number of residential establishments according to Township representatives. The Township faces the same challenges of implementing a comprehensive waste management program as many other Pennsylvania municipalities that utilize a multi-hauler waste system. Although the individual hauling companies do a fair job at waste collection, the services provided are highly variable and some residents do not subscribe for service. Furthermore, the level of education provided by the different haulers directly to residents is minimal and inconsistent.

The ability of the Township to hold haulers and homeowners accountable for proper trash and recycling methods is inherently difficult. This is magnified by service inconsistencies which contribute to confusion and poor participation. Full-time waste management enforcement is cost-prohibitive for the Township. Based on discussions with several waste management companies operating in the area, it is estimated that 10 to 20 percent of homeowners do not have waste services. Households without trash service contribute to illegal and improper disposal of municipal waste by open burning, illegal dumping, sharing service with neighbors, and/or dumping in commercial dumpsters.

At this time, the Township's elected officials do not fully support transitioning to a single-hauler waste management system. A single-hauler system is being adopted by many municipalities in Pennsylvania and has demonstrated success in addressing many waste management issues via a legally binding service contract. GF has focused on revising the existing waste management program to improve recycling and waste management participation and accountability without consideration of implementing a Township-wide residential waste collection contract.

3.0 WASTE MANAGEMENT SYSTEM GUIDANCE AND RECOMMENDATIONS

The following sections provide guidance related to improving various aspects of the existing waste management and recycling program. Emphasis has been placed on identifying strategies for ensuring residents, haulers, and businesses participate in the

in a manner that is consistent with State and Township requirements. The targeted areas for improving the program were selected in response to discussions held with the Township Manager in a meeting on May 19th, 2009.

3.1 Open Burning

The Township is mandated by Act 101 of 1988 to implement an ordinance that prohibits the open burning of source-separated recyclable materials designated for collection within the municipality, including leaf waste.

Leaf waste is defined in the Act and its regulations as “Leaves, garden residues, shrubbery and tree trimmings, and similar material, but not including grass clippings.”

The Township’s Solid Waste and Recycling Ordinance, §162-16, meets the ordinance requirement for burning by prohibiting the burning of recyclables as follows:

“The burning of recyclable material and/or recyclables, including but not limited to leaf waste, which are collected under the Township’s recycling program set forth in this chapter is specifically prohibited within New Garden Township, Chester County, Pennsylvania.”

The Township also has a Nuisance ordinance which is the ordinance utilized to enforce illegal burning.

Even with very clear requirements prohibiting open burning, burning remains a very controversial topic and can be a difficult and time consuming requirement to enforce. However, based on review of Township burning complaint records, the extent of reported burning is limited. There were only nine burning complaints received by the Township in 2008. Mushroom houses are common to the area and burning is part of their disposal practice. This has been a source of repeated burning activities and resulting complaints. The Township has increased burning enforcement through use of the Zoning Officer who first issues a written warning and then a citation. A citation assessed at \$500 plus court fees when processed via the District Court. The Township typically forwards chronic burning complaints to the local fire police, rarely following up on burning directly.



3.1.1 Open Burning Opinions

Proponents of burning feel that they have the right (and need) to burn materials including leaves, brush, trash and/or other recyclables. A number of Township properties have large lots which generate sizeable quantities of yard wastes. The size of lots and distance between most homes makes burning a convenient form of waste disposal. Some residents do not wish to pay for a waste hauler; hence, burning becomes a free method of disposal.

Residents opposed to burning don't want smoke and toxins drifting onto their property. They cite economic, environmental and social concerns that support banning open burning and enforcement of the existing requirements. Some residents who pay their trash bill for the proper disposal of wastes and for recycling service feel it is inequitable for a neighbor to simply avoid paying for waste service by burning.

3.1.2 Open Burning Facts

It is important to understand the facts about burning in order to take a firm position and implement enforcement strategies. The health impacts and nuisance caused by smoke from a chimney are typically less than open burning that occurs at ground level. Congruently, the contained burning of firewood in fireplaces and wood stoves is permitted under State law. Open burning in outdoor pits, piles or "burn barrels" is documented to have greater negative impacts to residents from smoke and odor. Smoke inhalation in higher concentrations occurs from uncontained ground-level burning imposing greater health risks. Respiratory problems and eye irritation, particularly in children and adults with allergies, are among leading documented health risks. Nearly every form of combustion, especially open burning, contributes to atmospheric pollution and ozone depletion depending on what materials are burned. Burning compostable organic material which can be processed into valuable end products also releases toxins.

The Township is required to implement and enforce its burning ordinance, being subject to the following State Law and PADEP policies, regardless of differing opinions about this issue:

- The Pennsylvania Solid Waste Management Act of 1980 deemed that "It shall be unlawful for any person or municipality to burn solid waste without a permit from the Department."
- Title 25, Section 129.14, of the Pennsylvania Code indicates that "**a) Air basins.** No person may permit the open burning of material in an air basin."

- PADEP policy stipulates that Act 101 of 1988 mandated municipalities like New Garden Township are prohibited from allowing the open burning of recyclables, including leaf waste.
- Act 101 Recycling Grant Applications indicate that a grant may not be awarded to any county or municipality that has failed to comply with the conditions set forth in previously awarded grants, the grant requirements of Act 101 of 1988, the regulations of the Act, and/or the reporting requirements of the Act. No county or municipality that encourages or allows the destruction of materials included in its recycling program will be awarded a grant.

In order for the Township to facilitate enforcement of the existing open burning policy GF suggests the following:

- Residential trash service should be mandated via ordinance for all Township residential units and enforced.
- The Township should develop a more balanced program for managing leaf waste, yard waste and recyclables so that residents have convenient alternatives to burning:
 - Mandatory Township-wide curbside collection service for trash and recyclables should be supplemented with at least one spring and fall collection of leaf waste in accordance with Act 101 of 1988 and PADEP policies.
 - Identify at least one drop-off site for leaf and yard wastes, which can be a publicly or privately operated site located within or outside the Township.
 - Support at least one drop-off site for recyclables. Initiate discussions with the Southeastern Chester County Refuse Authority (SECCRA) to provide and service a recyclables drop-off site within the Township, which they provide in surrounding municipalities. An Igloo brand recyclables container may be all that is needed initially, located at a central and convenient location for residential participation.
- Expand ongoing education efforts; include a clear message about the harms from burning and potential penalties.
- Get tougher on enforcing burning complaints with continued cooperation with local fire officials and police.



- Distribute letters to the mushroom farmers explaining what they may or may not burn as part of their operations. Provide information on waste, recycling and composting disposal/recycling options.

3.2 Leaf Waste Management

Leaf waste is commonly burned. Act 101 of 1988 and PADEP policy requires leaf waste to be collected within the Township at the curbside at least once in the spring and once in the fall in conjunction with a supplemental yard waste drop-off location. The yard waste drop-off site does not have to be located in or operated by the Township but should be reasonably accessible (e.g. within 15 miles). The Township is also required to educate residents about recycling, including leaf waste management, once every six months.



Without a municipal-waste waste collection contract and in the context of private subscription waste collection program, the Township should include the following in order to achieve a balanced leaf waste management program and comply with applicable laws and policies:

- Coupled with restrictions on open burning, update the Township Ordinance to require all waste haulers servicing residential customers to also provide curbside collection services for segregated leaf waste (for recycling) at least once in the spring and once in the fall.
- Identify at least one yard waste drop-off site where Township residents are permitted to take leaf waste and possibly large brush and other organics.
- Educate residents on leaf waste collection once every six months.
- Encourage back yard composting in place of burning of leaf and yard waste. Work with local vendors to provide financial incentives (rebates, coupons, discounts, etc.) on mulching lawnmowers and backyard composting bins.
- Work with local farmers to implement at least one PADEP-approved land application site. The 2-page Land Application of Yard Waste Form is included in the Permit-By-Rule Guidelines for Compost Facilities in **Appendix A**. The Township has many mushroom farms and composting in the area is a common practice. However, the use of leaves mixed with other organic feed stocks to create compost is not as common according to Laurel Valley Soils, a local compost facility in Avondale.

- Waste haulers should be educated on leaf waste collection requirements and a spirit of cooperation between the Township and haulers should be used to encourage compliance.

3.3 Commercial Sector Recycling

Township officials have identified that commercial sector recycling can be improved, and have taken initial steps to increase business recycling efforts. Township Ordinance §162-16 requires that commercial establishments shall:

“...separate and segregate from municipal waste high-grade office paper, aluminum, clear and colored glass, plastic milk and beverage containers, corrugated paper, leaf waste and such other materials as may be deemed appropriate by the Board of Supervisors...a licensed solid waste collector collect and recycle materials at a minimum of once every week...must quarterly provide written documentation and certification to the Township, in accordance with § 162-8 of this chapter, of the total number of tons of materials, by types of materials recycled.”

The Township has supported commercial sector recycling efforts by providing recycling bins for many commercial establishments. Although steps are being taken to encourage commercial sector recycling, Township officials note that the haulers providing waste services to businesses indicate that a business recycling is “optional”. There is a need to improve commercial sector recycling education and participation by businesses and haulers.

3.3.1 Draft Business License Ordinance & Business Information Request

The Township began the process of implementing a new Business License Ordinance to ensure businesses are properly zoned, equitable taxation and proper registration of businesses for accountability. In addition this will assist with maintaining the health, safety and welfare of the community. This draft ordinance provides an opportunity for the Township to survey businesses to ensure that each licensed business secures waste management and recycling services that are consistent with State and Township requirements.

Through the course of the study, it was deemed by the Township’s Solicitor that this “Class 2” Township is very limited in its legal authority to license businesses except in the following business categories; transportation, cable television, restaurants and/or junk dealers.

Because of this limitation, GF recommends that the Township change the business license forms/ordinance for existing and new businesses to Business Information Requests, without assessing any fees. It is GF’s understanding (not to replace a solicitor’s legal opinion) that a Township has the right to request information in

conjunction with its policing powers and in support of health, safety and welfare. Draft Business Information Requests are included in **Appendix B**. This includes a section titled "Waste Management" which solicits verification of waste and recycling services in accordance with Township Ordinance 162. The Business Information Request also includes a line for "Number of Employees", which can be used to gauge the size and potential waste and recyclables generation from a particular business.

The Township should evaluate the use of the zoning ordinance process to ensure all new businesses are required to provide the desired waste and recycling information. Existing business should be required to submit the Existing Business Request Form at a minimum of every two years, including updated proof (copies of trash/recycling bills) that they are managing waste and recyclables appropriately.

3.4 Solid Waste and Recycling Ordinance Revisions

Ordinance 162 concisely addresses waste collection, recycling, and open burning. Based on our review of the existing waste management structure, GF recommends a few revisions to the Ordinance, coupled with education and enforcement, as the key approach to improving system accountability and participation. By implementing the changes, the Township can improve program performance while promoting effective enforcement. It can also comply with Act 101 of 1988, Act 140 of 2006 and applicable PADEP policies. The recommended additional requirements include that:

- All owners of occupied residential establishments shall secure trash and recycling service.
- Homeowners, including those who have moved to a new address or occupy a newly constructed residence, shall provide proof of a waste and recycling hauler or proof of waste delivery to a PADEP-approved and permitted disposal facility, upon request by the Township.
- As specified via ordinance, all haulers shall be required to provide their customer lists annually to the Township by a specified date for the purpose of verifying household participation. Use an arrangement to keep this information confidential.
- All haulers collecting municipal waste from residential and commercial establishments must also provide recycling services. The Township should offer to consult with and assist with providing educational materials as part of this process.
- The number of days that haulers are permitted to collect municipal waste and recyclables from residential establishments are limited (e.g. two or three specified days per week). Evaluate identification of collection zones or districts.

This will facilitate municipal-wide program enforcement and reduce environmental detriment, road wear, etc.

- An enforcement officer, or other Township appointee, has the authority to issue citations or administrative tickets with regards to waste management and recycling. The Ordinance should clearly state that the Township has the power to assign staff (e.g. Recycling Coordinator, codes officer, zoning officer, etc.) to issue Administrative Tickets to enforce the program. The tickets should have fees associated with the type of violation. Persons issued a ticket should be allotted a specific amount of time (e.g. 30 days) to pay the ticket, thus admitting guilt to the violation. The person may decline payment and choose to appear in court to plead their innocence. Once such ticket structure found in Pennsylvania includes:

Example Administrative Ticket Structure

\$20 - Administrative Ticket

\$10 - Late fee (after 30 days)

All recommendations, especially the administrative ticket process should be finalized with the legal opinion of the Township’s solicitor.

3.5 Act 101 of 1988 Recycling Grants

Historically, New Garden Township has not maximized its opportunity to use Act 101 of 1988 Recycling Grants to support its waste management programs. These grants which may be available to the Township are broken down as follows:

- **Section 901 Planning Grants:** Through an application submitted by Chester County on behalf of the Township, 80% of approved costs may be reimbursed to prepare municipal waste management plans and related studies.
- **Section 902 Capital Equipment Grants:** The Township can be reimbursed for up to 90% of approved costs to establish municipal recycling programs, including cost for recycling containers and equipment. This is a competitive grant and PADEP prioritizes applicants based on a number of criteria. If a Township does not comply with Act 140 of 2006, it is not eligible for this grant.
- **Section 904 Performance Grants:** The Township may be awarded funding based on the type and weight of materials recycled and on the percentage diverted to recycling. The grant amount is approximately \$20 per ton of documented recycling. There is an opportunity for the Township to receive grant funding each year. The amount of award can be significant even for a small Township. For example, East Bradford Township has nearly the same population of New Garden Township and received \$34,535 from this grant.

It is recommended that the Township pursue Recycling Grant opportunities, particularly Section 904 Performance Grants. If the Township receives over \$10,000 in Performance Grant funds it must meet the following Act 140 of 2006 requirements:

- Requires, through ordinance, that all residents have waste and recycling service.
- Has an implemented residential recycling program and facilitates a commercial recycling program.
- Has a residential and business recycling education program.
- Has a program of enforcement that periodically monitors participation, receives complaints and issues warnings for required participants and provides fines, penalties, or both, in its recycling ordinance.
- Has provisions or facilitates a program for the recycling of special materials.
- Sponsors a program, facilitates a program or supports an organization to address illegal dumping and/or littering problems.
- Has a person or entity designated as recycling coordinator who is responsible for recycling data collection and reporting recycling program performance.

Recycling grant funds should be invested in sustaining comprehensive waste management services and recycling opportunities and/or are otherwise restricted to these activities.

4.0 CONCLUSIONS

Through this evaluation GF identified and recommended several measures for improving upon the waste management system performance, participation and enforceability. The recommendations are included under Section 3.0 and following subsections. Key conclusions of our evaluation are as follows:

- Optional participation allowed - A core issue with the existing waste management program is that the private subscription waste system fails to require all Township households to secure proper curbside waste disposal and recycling services. An estimated 10 - 20 percent of residential establishments do not subscribe for service and consequently accountability is lacking. Households without waste or recycling services have a higher likelihood of contributing to improper waste disposal, including burying, open burning and illegal dumping. Households without curbside trash collection services typically do not have curbside recycling either.
- Enforcement is difficult - The Township will continue to struggle with enforcing waste, recycling and leaf waste management requirements as long as residents have the option to participate, or not participate, in proper waste disposal.

- Improvement is possible - The Township has an opportunity to improve the overall waste management program performance by updating the existing Solid Waste and Recycling Ordinance 162 (as prescribe under Section 3.0).
- Commercial establishment requirements - The draft Business License Ordinance was deemed illegal for most Township businesses; however, the Township can solicit information from new and existing businesses using a Business Information Request (section 3.3.1).
- Couple enforcement and education - Increased enforcement by the Township of existing and proposed ordinance requirements will be necessary to improve compliance. However, the enforcement effort can be minimized by implementing concise requirements that increase accountability and through a comprehensive education campaign.
- Mandate collection and limit days - Mandating Township-wide trash collection and reducing the number of days haulers collect in the Township are two methods of increasing accountability. These will also reduce environmental detriment and reduce social nuisances.
- Require haulers to provide adequate and consistent services - The Township lacks a balanced waste management program where several service options, including yard waste and recyclables drop-off sites are available to supplement residential waste disposal and recycling needs. Limited recycling options within the Township contribute to poor participation and to open burning.
- Grant monies underutilized - The Township does not maximize its utilization of Act 101 of 1988 Recycling Grants, which can be helpful in establishing supplemental recycling opportunities and enhance education. The Township must comply with Act 140 of 2006 in order to be eligible for Section 902 and Section 904 Recycling Grants (Section 3.5).

While integrated waste management including recycling is a sustainable practice, it is also mandated by law in New Garden Township. Success and financial self-sufficiency of the program are linked with the efficiency and effectiveness of it. Gannett Fleming has determined that the Township can take a number of actions to increase accountability and participation. This will increase the amount of recycling, the financial return, and likely participant satisfaction, while decreasing waste deposited in the landfill.

APPENDIX A
Permit-By-Rule Guidelines for Compost Facilities
(Land Application of Leaves, Page 15)



LAND APPLICATION OF YARD WASTE APPLICATION FORM

Please familiarize yourself with the Pennsylvania Department of Environmental Protection GUIDELINES FOR LAND APPLICATION OF YARD WASTE prior to filling out this form.

1. Sponsoring Municipality or County (Name and Mailing Address) _____ Telephone Number _____

2. Name of Farm _____ Contact Telephone Number _____
 Contact Person at Farm _____
 Property Owner's Name _____
 Address of Facility _____

(include Access Road Name and Legislative Route Number)
 _____ Zip _____
 City-Borough-Township _____
 County _____

Attach a U.S.G.S. 7.5" map identifying the farm and the yard waste site boundaries.

3. Total acres for farm land application area: _____

4. Volume of yard waste to be received annually in cubic yards: _____

5. Prepare and include in this application a general site plan* for the facility which illustrates the location of the following items:

- Access roads in relation to the nearest public road
- Tipping area
- Surface water controls (tipping area only)
- Fields proposed for land application.

* Please note that a hand drawn sketch that includes site dimensions is acceptable. An engineer's drawing is not required.

6. Please address the following items:

- A complete list of source(s) of yard waste to be received.

- Describe the method for inspecting incoming yard waste.

- Describe the plan for rejecting or disposing of unacceptable materials and residuals.

- Provide the name and location of the disposal or processing site for unacceptable materials and residuals.

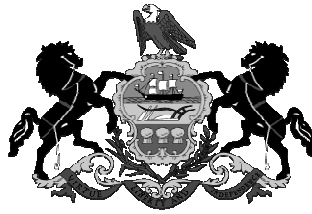
- Attach the farm soil conservation plan and nutrient management plan.

- Describe the volume of yard waste processed during the previous year or expected to be processed during the first year of operation.

- Please provide an operational narrative which includes a description of each of the following:

- Operational hours for receiving yard waste
- Land application and incorporation frequency
- Plan for removal of yard waste from bags
- Spreading and incorporation methods and frequency
- Source of leaves and grass clippings.

APPENDIX B
Existing and New Business Information Request - Drafts



New Garden Township
299 Starr Road
Landenberg, Pennsylvania 19350

Existing Business Information Request - DRAFT

(Revised April 21, 2009)

The undersigned hereby submits information for the business located at;

Property Owner _____ Phone # _____

Address _____

Parcel Number(s) 60-____-____-____.____ Number of business on premises: _____

Type of business _____ Federal Employee identification # _____

Number of Employees _____

Business Name _____

Business Owner _____ Phone # _____

Business Owner Address _____

ZONING DISTRICT (Check one)

- | | | |
|---|---|---|
| <input type="checkbox"/> R-1 Low density residential | <input type="checkbox"/> R-2 High Density Residential | <input type="checkbox"/> R-3 Toughkenamon Residential |
| <input type="checkbox"/> H/C Highway Commercial | <input type="checkbox"/> C/I-2 Limited Commercial/ Industrial | |
| <input type="checkbox"/> C/I Commercial Industrial | <input type="checkbox"/> BP Business Park | <input type="checkbox"/> U- D Unified Development |
| <input type="checkbox"/> ADZ Airport Development Zone | | <input type="checkbox"/> F H Flood Hazard |

Current and previous use(s) _____

Is this a continuation of a use that existed prior to April 11, 1987 and has not been abandoned or discontinued for a period of one continuous year? YES NO

WASTE MANAGEMENT (completion required)

Businesses operating within the Township are required to recycle and manage waste in accordance with Act 101 of 1988 and Township Solid Waste and Recycling Ordinance 162.

- Have Waste and Recycling Services Been Procured? Yes No
- Date of waste and recycling service commencement _____
- Attach copy of waste management service invoice or application for service showing commencement date.

Phone: 610-268-2915
Email: office@newgarden.org



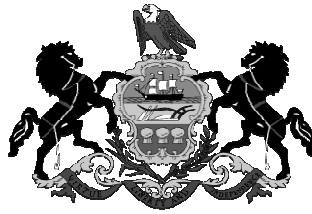
Fax: 610-268-0458
Website: www.newgarden.org

Date: _____

Signature: _____

Date: _____

APPROVED: **YES** **NO** **BY:** _____ **DATE:** _____



New Garden Township
299 Starr Road
Landenberg, Pennsylvania 19350

New Business Information Request - DRAFT

(Revised April 21, 2009)

The undersigned hereby submits a New Business Information Request for the business located at;

Property Owner _____ Phone # _____

Address _____

Parcel Number(s) 60-____-____-____.____ Number of business on premises: _____

Type of business _____ Federal Employee identification # _____

Number of Employees _____

Business Name _____

Business Owner _____ Phone # _____

Business Owner Address _____

ZONING DISTRICT (Check one)

- | | | |
|---|---|---|
| <input type="checkbox"/> R-1 Low density residential | <input type="checkbox"/> R-2 High Density Residential | <input type="checkbox"/> R-3 Toughkenamon Residential |
| <input type="checkbox"/> H/C Highway Commercial | <input type="checkbox"/> C/I-2 Limited Commercial/ Industrial | |
| <input type="checkbox"/> C/I Commercial Industrial | <input type="checkbox"/> BP Business Park | <input type="checkbox"/> U- D Unified Development |
| <input type="checkbox"/> ADZ Airport Development Zone | | <input type="checkbox"/> F H Flood Hazard |

Current and previous use(s) _____

Is this a continuation of a use that existed prior to April 11, 1987 and has not been abandoned or discontinued for a period of one continuous year? YES NO

WASTE MANAGEMENT (completion required)

Businesses operating within the Township are required to recycle and manage waste in accordance with Act 101 of 1988 and Township Solid Waste and Recycling Ordinance 162.

- Have Waste and Recycling Services Been Procured? Yes No
- Date of waste and recycling service commencement _____
- Attach copy of waste management service invoice or application for service showing commencement date.

Phone: 610-268-2915
Email: office@newgarden.org



Fax: 610-268-0458
Website: www.newgarden.org

Date: _____

Signature: _____

Date: _____

APPROVED: YES NO **BY:** _____ **DATE:** _____