

Proposed by:	Planning & Zoning Comm.
P&Z Hearing:	02/12/2015
Attorney Review:	05/13/2015
First Reading:	05/21/2015
Postponed to:	06/04/2015
Postponed to:	06/18/2015
Second Reading:	07/06/2015

Vote: 6 Aye 0 Nay 0 Absent

## MUNICIPALITY OF SKAGWAY, ALASKA ORDINANCE NO. 15-16

**AN ORDINANCE OF THE MUNICIPALITY OF SKAGWAY, ALASKA AMENDING SECTION 19.02.065 OF CHAPTER 19.02, PLANNING COMMISSION AND ADMINISTRATIVE PROVISIONS, TO PROVIDE DEFINITIONS FOR MOBILE FOOD UNITS AND MOBILE RETAIL UNITS; AND ADDING A NEW SECTION 5.20.030 TO CHAPTER 5.20, RESTRICTED BUSINESSES, TO PROVIDE REGULATIONS FOR MOBILE FOOD UNITS AND MOBILE RETAIL UNITS.**

**WHEREAS**, at its regular meeting on May 8, 2014, the Planning & Zoning Commission discussed amending Chapter 19.02, Planning Commission and Administrative Provisions, to define mobile food units and mobile retail units; and

**WHEREAS**, the Planning & Zoning Commission indicated that to not define or mention mobile food units and mobile retail units in municipal code makes mobile food units and mobile retail units difficult for the municipality to regulate and license, and that such regulation is in the public interest so as to promote and protect public health, safety, and welfare; and

**WHEREAS**, the Planning & Zoning Commission held a public hearing on February 12, 2015 and unanimously voted in favor of recommending to the Borough Assembly that it adopt the code amendment proposal on mobile food units and mobile retail units;

**NOW THEREFORE BE IT ORDAINED AND ENACTED BY THE MUNICIPALITY OF SKAGWAY, ALASKA AS FOLLOWS:**

**Section 1. Classification.** This ordinance is of a general and permanent nature and shall become a part of the Skagway Municipal Code.

**Section 2. Purpose.** To amend Chapter 19.02 to add definitions for 'mobile food units' and 'mobile retail units' for the purpose of providing regulations and guidelines for the operation of these types of businesses so as to promote and protect the public health, safety and welfare of the community, and to add a new section to Chapter 5.20 to provide regulations pertaining to mobile food units and mobile retail units.

**Section 3. Amendment.** The Skagway Municipal Code is hereby amended; (~~strike through~~) indicates text to be deleted from, and **bold** indicates text added to the current code. SMC 19.02.065 Definitions is hereby amended as follows:

- 19.02.065 Definitions.
- A. General Interpretation.
    - 1. The word "lot" includes the word "plot" or "parcel".
    - 2. The word "used" or "occupied", as applied to any land or building, shall be construed to include the words "intended, arranged or designed to be used or occupied".
  - B. Specific Definitions.

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1. "Accessory building" means a detached building, the use of which is appropriate, subordinate and customarily incidental to that of the main building or to the main use of the land, and which is located on the same lot as the main building or use. An accessory building shall be considered to be a part of the main building when joined to the main building by a common wall, or when any accessory building and the main building are connected by a breezeway.
2. "Accessory housing structure" means a detached single family dwelling, the use of which is appropriate, subordinate and customarily incidental to that of the main building which must be a residence which has been in place for a minimum of five (5) years. Accessory housing structures for this definition will not include mobile homes or recreation vehicles.
3. "Accessory use" means a use customarily incidental and subordinate to the principal use of the land, building or structure, and located on the same lot or parcel of land.
4. "Agricultural building" means a building used to shelter farm implements, hay, grain, poultry, livestock or other farm produce, in which there is no human habitation and which is not used by the public.
5. "Alley" means a public right-of-way designed and intended to provide only a secondary means of access to any property abutting thereon.
6. "Alteration" means any change, addition or modification in the construction, location or use classification.
7. "Apartment House" See "Dwelling, Multiple".
8. "Area, Building", "Building area" means the total of areas, taken on a horizontal plane at the main grade level of the principal building, and all accessory buildings, exclusive of steps.
9. "Automobile wrecking" means the dismantling of used motor vehicles or trailers, or the storage or sale of parts from dismantled or partially dismantled, obsolete or wrecked vehicles.
10. "Bed and breakfast establishment" means a dwelling in which commercial lodging is provided by the owner or operator to more than three persons. The term includes boarding, rooming or tourist houses.
11. "Boardinghouse" means a building other than a hotel where lodging, with or without meals, is provided for compensation for three (3) or more persons on other than a day-to-day basis, and which is not open to transient guests.
12. "Building height" means building height shall be calculated as the average height of three sides of the building measured from the finished grade to the highest point of the coping of a flat roof, or to the deck line of a mansard roof, or to the average height of the highest gable of a pitched or hipped roof as illustrated in figures 1 and 2. *Roof structures for the housing of equipment required to operate and maintain the building, or other necessary structures such as stairwells, chimneys and flagpoles, may be erected above the prescribed height limit, but no roof structure shall be erected for the purpose of providing additional floor space above the prescribed height limit.*

ROOF TYPES

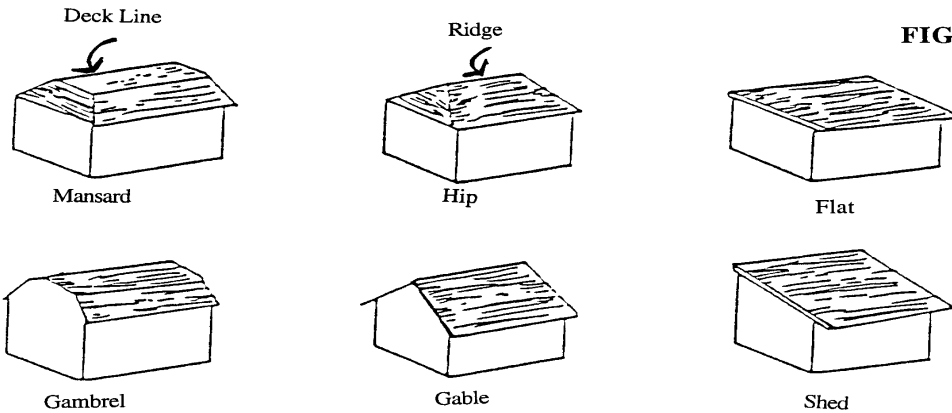


FIGURE 1

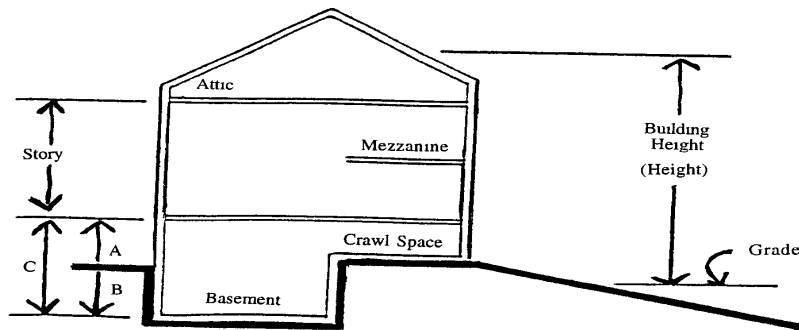


FIGURE 2

When A is Less Than B - C is a Cellar

13. "Building official" means the officer charged with the administration and enforcement of the ordinance codified in this title. The borough\_manager shall act as building official until the borough assembly otherwise designates.
14. "Building, Principal or Main", "Principal or main building" means the building in which is conducted the principal or main use of the lot on which the building is situated.
15. "Campground" means a lot or parcel of land occupied or intended for temporary occupancy by recreational vehicles or tents for travel, recreational or vacation usage for short periods of stay and containing a potable water source and public toilet facilities.
16. "Congregate Residence" means any building or portion thereof that contains facilities for living, sleeping and sanitation, as required by the IBC and IRC if applicable, and may include facilities for eating and cooking, for occupancy by other than a family. A congregate residence may be a shelter, convent, monastery, dormitory, fraternity or sorority house, but does not include jails, hospitals, nursing homes, hotels or lodging houses.
17. "Coverage" means that percentage of the total lot area covered by the building area.

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18. "Dwelling" means a building or any portion thereof designed or used exclusively for residential occupancy.
19. "Dwelling, Multiple-family", "Multiple-family dwelling" means any building containing three (3) or more dwelling units.
20. "Dwelling, One (1) Family", "One (1) family dwelling" means any detached building containing only one (1) dwelling unit.
21. "Dwelling, Two (2) Family", "Two (2) family dwelling" means any building containing only two (2) dwelling units.
22. "Dwelling unit" means any building or portion thereof that contains living facilities, including provisions for sleeping, eating, cooking and sanitation, as required by the IBC, for not more than one family, or a congregate residence for 10 or less persons.
23. "Family" means an individual or two or more persons related by blood or marriage or a group of not more than five persons (excluding servants) who need not be related by blood or marriage living together in a dwelling unit.
24. "Farmers' Market" means an outdoor or indoor market open to the public, operated by a governmental agency, a nonprofit corporation, or one or more Producers, at which (a) the products sold are Farm Products or Value-added Farm Products and (b) the vendors regularly participating during the market's hours of operation are Producers, or family members or employees of Producers.
  - a. Definitions
    - i. "Farm Products" means unprocessed fruits, vegetables, mushrooms, herbs, nuts, shells, eggs, honey or other bee products, flowers produced from a farm or garden.
    - ii. "Producer" means a person or entity that raises or produces Farm Products on land that the person or entity gardens or farms and owns, rents, or leases.
    - iii. "Vendor" means someone who promotes or exchanges goods for money.
    - iv. "Value-added Farm Product" means any product processed by a Producer from a Farm Product, such as baked goods, jams, and jellies.
  - b. Permitted use. Farmers' Markets are an accessory use in the following zoning districts: Residential conservation, Residential low-density, Residential general, Business general, Business historic, Industrial-light, Industrial, and Waterfront subject to the following regulations:
    - i. All Farmers' Markets and their vendors comply with all federal, state and local laws relating to food, operation, safety, use and enjoyment of the market premises as well as any and all regulations pertaining specifically to the business-historic zoning district;
    - ii. All Farmers' Markets and their vendors receive all required operating and health permits and these permits (or copies) shall be in the possession of the Farmers' Market operator or the vendor, as applicable, on the site of the Farmers' Market during all hours of operation;
    - iii. All Farmers' Markets have a representative of the operator, a Market Manager, authorized to direct the operations of all vendors participating in the market on the site of the market during all hours of operation.

- iv. All Farmers' Markets have an established set of operating rules addressing the governance structure of the farmers' market, hours of operation, maintenance and security requirements and responsibilities; and appointment of a Market Manager.
  - v. The Farmers' Market as a whole or each vendor is responsible for all aspects of sales and cash flow. The Farmers' Market or individual vendors must obtain a permit to collect Borough and City sales taxes, if applicable, and who must notify the borough manager and provide vital info such as place and time of the event.
  - vi. All Farmers' Markets provide for composting, recycling, and waste removal in accordance with all applicable Borough codes.
25. "Fence, Height of", "Height of fence" means the vertical distance between the ground directly under the fence and the highest point of the fence.
26. "Floor area" means the total of each floor of a building within the surrounding outer walls but excluding vent shafts and courts.
27. "Frontage" means all the property fronting on one (1) side of a street between intersecting streets.
28. "Garage, Private", "Private garage" means an accessory building or any portion of a main building used in connection with residential purposes for the storage of passenger motor vehicles.
29. "Garage, Public", "Public garage" means any garage other than a private garage, available to the public, operated for gain, and which is used for storage, repair, rental, greasing, washing, servicing, or adjusting or equipping of automobiles or other vehicles.
30. "Grade (ground level)" means the average level of the finished ground at the center of all walls to a building. In case walls are parallel to and within five feet (5') of a public sidewalk, the ground level shall be measured at the sidewalk.
31. "Guest room" means any room in a hotel, dormitory, boardinghouse or lodging house used and maintained to provide sleeping accommodations.
32. "Home occupation" means a residential use conducted in a dwelling unit, provided that:
- a. The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for the residential purposes by its occupants, have no employees, and have not more than fifty percent (50%) of the floor area of the dwelling used in the conduct of the home occupation;
  - b. There shall be no change in the outside appearance of the building or premises, nor shall there be any visible evidence of the conduct of such home occupation other than one sign not exceeding three (3) square feet in area, non-illuminated, and mounted flat against the principal building;
  - c. No traffic or parking needs shall be generated by such home occupation in greater volume than that which would normally be found in the neighborhood and shall be accommodated off street and on the premises;
  - d. No equipment or process shall be used which creates noise, vibration, glare, fumes, odors or electrical interference detectable to the normal senses off the site of the home occupation;

- e. Day care of five (5) children or less shall be considered a home occupation.
33. "Hotel" means any building or group of buildings in which there are guest rooms used, designed or intended to be used for the purpose of offering to the general public food or lodging, or both, on a day-to-day basis.
34. "Junk yard" means any space one hundred (100) square feet or more of any lot or parcel of land used for the storage, keeping or abandonment of junk or waste material including scrap metals or other scrap materials or for the dismantling, demolition or abandonment of automobiles, other vehicles, machinery or any parts thereof.
35. "Kennel" means a place where domestic animals or birds are kept or bred in numbers greater than six (6) per species and may include fenced areas, yards or structures. This definition shall not apply to areas used for the keeping of animals by veterinarians or the municipality.
36. "Loading space" means an off-street space or berth on the same lot with a building or structure, to be used for the temporary parking of commercial vehicles while loading or unloading merchandise or materials.
37. "Lot" means a parcel of land occupied or to be occupied by a principal use and having frontage on a public street.
38. "Lot, Corner", "Corner lot" means a lot situated at the junction of, and bordering on, two (2) intersecting streets.
39. "Lot depth" means the horizontal distance between the front and rear lot lines, measured in the mean direction of the side lot lines.
40. "Lot Line, Front, Corner Lot", "Front lot line, corner lot" means the shortest street line of a corner lot.
41. "Lot Line, Front, Interior Lot", "Front lot line, interior lot" means a line separating the lot from the street.
42. "Lot Line, Rear", "Rear lot line" means a line that is opposite and most distant from the front lot line and, in the case of a irregular, triangular or gore-shaped lot, a line not less than ten feet (10') in length, within a lot, parallel to and at the maximum distance from the front lot line.
43. "Lot Line, Side", "Side lot line" means any lot boundary line not a front lot line or a rear lot line.
44. "Lot width" means the mean horizontal distance separating the side lot lines of a lot and at right angles to its depth.
45. **"Mobile food unit" means a type of food service that is located inside of a vehicle, trailer, or cart and is capable of moving easily daily. These units, unless they are a pushcart, must be capable of being licensed by the State of Alaska as a motor vehicle, and can be moved without special conditions (such as pilot car, flagging, or restricted hours of movement) except that the unit may be connected to electrical service in accordance with the adopted electrical code, per Chapter 15.02. Mobile units must completely retain their mobility so that they can be easily moved from the site.**

**There are several different types of mobile food units: Pushcart food service, Mobile food unit (not self-contained), Mobile food unit (self-contained), and Mobile food retail unit defined as follows:**

- a. **"Pushcart food service" means a type of food service unit that is wheeled, non-motorized, and which is manually moveable by one or two persons. A pushcart must contain on or within the cart sufficient food,**

utensils, paper products, cleaning supplies, potable water supply, and wastewater holding capacity for daily operations. This type of mobile food unit is prohibited within the borough, except when authorized under Section 5.20.010.C.2.

- b. “Mobile food unit (not self-contained)” means a type of food service that requires the support of a commissary or warehouse. Menu may be limited.
  - c. “Mobile food unit (self-contained)” means a type of food service that sells packaged retail food items or whole or packaged seafood. The market is operated out of a vehicle or trailer which is registered by the State of Alaska as a motor vehicle.
  - d. “Mobile food retail unit” means a market operated out of a vehicle or trailer which is registered by the State of Alaska as a motor vehicle. This type of retail unit may sell packaged retail items, packaged retail food items, or packaged and/or whole seafood.
46. “Mobile retail unit” means a type of store that is located in a vehicle, trailer, or cart and is capable of moving easily daily. These units, unless they are a pushcart, must be capable of being licensed by the State of Alaska as a motor vehicle, and can be moved without special conditions (such as pilot car, flagging, or restricted hours of movement) except that the unit may be connected to electrical service in accordance with the adopted electrical code, per Chapter 15.02. Mobile units must completely retain their mobility so that they can be easily moved from the site.
- There are several different types of mobile retail units: Pushcart retail service, Mobile retail unit (not self-contained), and Mobile retail unit (self-contained) defined as follows:
- a. “Pushcart retail service” means a type of retail unit that is wheeled, non-motorized, and which is manually moveable by one or two persons. This type of mobile retail unit is prohibited within the borough, except when authorized under Section 5.20.010.C.2.
  - b. “Mobile retail unit (not self-contained)” means a type of retail service that requires the support of a commissary or warehouse (such as a Farmers’ Market as defined in Section 19.02.065.B.24).
  - c. “Mobile retail unit (self-contained)” means a type of retail service that sells packaged or unpackaged retail items. The market is operated out of a vehicle or trailer which is registered by the state as a motor vehicle.
47. “Mobile home” means a detached single-family dwelling designed for long term human habitation and having complete living facilities; constructed and fabricated into a complete unit at a factory and capable of being transported to location of use on its own chassis and wheels, identified by model number and serial number by its manufacturer, and designed primarily for placement on a impermanent foundation. A mobile home shall continue to be classified as such regardless of its actual placement upon concrete or other permanent foundation, or removal of wheels, or addition of base skirts, or any combination of the foregoing.

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48. "Mobile home park" means any parcel or adjacent parcels of land in the same ownership which is used for occupancy by more than two mobile homes. This term shall not be construed to mean tourist facilities for parking of travel trailers, RV's or campers.
49. "Motel" means a group of one (1) or more detached or semidetached buildings containing two (2) or more individual dwelling units and/or guest rooms designed for or used temporarily by automobile tourists or transients, with a garage attached or parking space conveniently located to each unit, including groups designed as auto courts, motor lodges or tourist courts.
50. "Motor home" means a vehicular unit designed to provide temporary living quarters for recreational, camping, or travel use, built on or permanently attached to a self-propelled motor vehicle chassis or on a chassis cab or van that is an integral part of the completed vehicle.
51. "Nonconforming building" means any building or structure, or any portion thereof, lawfully existing on November 2, 1972, which was designed, erected or structurally altered for a use that does not conform to the use regulations of the zone in which it is located, or a building or structure that does not conform to all the height and area regulations of the zone in which it is located.
52. "Nursery, Children's", "Children's nursery" means any home or institution used and maintained to provide day care for children not more than seven (7) years of age.
53. "Parking Space, Private", "Private parking space" means any automobile parking space not less than ten feet (10') wide and twenty feet (20') long.
54. "Parking Space, Public", "Public parking space" means an area of not less than two hundred fifty (250) square feet, accessible from streets and alleys, for the storage of passenger motor vehicles operated by individual drivers.
55. "Person" means a natural person, his heirs, executors, administrators, or assigns, and also including firm, partnership or corporation, its or their successors or assigns, or the agent of any of the aforesaid.
56. "Principal use" means the major or predominant use of a lot or parcel of land.
57. "Recreational vehicle park" is a tourist facility for parking motor homes and travel trailers and other recreational vehicles.
58. "Service station" means any building, structure, premises or other space used primarily for the retail sale and dispensing of motor fuels, tires, batteries, and other small accessories; the installation and servicing of such lubricants, tires, batteries and other small accessories, and such other services which do not customarily or usually require the services of a qualified automotive mechanic.
59. "Sign" means any words, letters parts of letters, figures, numerals, phrases, sentences, emblems, devices, trade names or trademarks by which anything is made known, such as are used to designate an individual, a firm, an association, a corporation, a profession, a business or a commodity or product, which are visible from any public street or highway and used to attract attention.
60. "State highway" means a right-of-way classified by the state as a primary, secondary A or secondary B highway.
61. "Storage trailer and van" means a wheeled van or container unit not manufactured as a motorized vehicle or intended for long-term or short-



- term occupancy, but designed and manufactured for the primary purpose of storage and/or transporting commodities and goods.
62. "Street" means a public right-of-way used as a thoroughfare and which is designed and intended to provide the primary means of access to property abutting thereon.
63. "Street line" means the line of demarcation between a street and the lot or land abutting thereon.
64. "Structure" means that which is built or constructed, a building of any kind, composed of parts jointed together in some definite manner.
65. "Tent" means a temporary structure, enclosure or shelter constructed of fabric pliable material, supported by any manner except by air or the contents it protects. The term "tent" includes "yurt" which is a portable, wood lattice-framed dwelling structure covered by material such as felt or canvas.
66. "Trailer park" means any parcel or adjacent parcels of land in the same ownership which is utilized for occupancy, either free of charge or for revenue, together with any building, structure or enclosure. This term shall not be construed to mean tourist facilities.
67. "Travel trailer" means a vehicular unit, mounted on wheels, designed to provide temporary living quarters for recreational, camping or travel use, of such size or weight as not to require special highway movement permits when towed by a motorized vehicle, and of gross trailer area less than three hundred twenty (320) square feet (29.7<sup>2</sup>).
68. "Use" means the purpose of which land or a building is arranged designed or intended, or for which either land or a building is or may be occupied or maintained.
69. "Yard" means an open, unoccupied space, other than a court, unobstructed from the ground to the sky except where specifically provided by this title, on the same lot on which a building is situated.
70. "Yard, Front", "Front yard" means a yard extending across the full width of a lot, measured between the front lot line of the lot and the nearest exterior wall of the building which is the nearest to the front lot line.
71. "Yard, Rear", "Rear yard" means a yard extending across the full width of the lot between the most rear main building and the rear lot line.
72. "Yard, Side", "Side yard" means a yard on each side of a main building, and extending from the front lot line to the rear lot line. The width of the required side yard shall be measured horizontally from the nearest point of a side lot line to the nearest part of the main building.
73. Yards.
- a. In the case of double frontage lots, unless the prevailing front yard pattern on adjoining lots indicates otherwise, front yards shall be provided on all frontages. Where one of the front yards that would normally be required on a through lot is not in keeping with the prevailing yard pattern, the planning official may waive the requirement for the normal front yard and substitute a special yard requirement that will not exceed the average of the yards provided on adjacent lots.
- b. In the case of corner lots, a front yard of the required depth shall be provided in accordance with the prevailing yard pattern and a second front yard of half the depth required generally for front yards in the district shall be provided on the other frontage.

- c. In the case of corner lots with two (2) or more frontages, the planning official shall determine the front yard requirements, subject to the following limitations:
    - (i) At least one (1) front yard shall be provided having the full depth required generally in the district;
    - (ii) No other front yard on such lot shall have less than half the full depth required generally.
  - d. In the case of corner lots in the Skagway-Business Historical Zoning District which abut two rights of way, sixty foot (60') wide or wider, both adjoining yards shall be front yards. No setbacks are required on front yards in this zoning district, and neither front yard of these corner lots shall require a setback, unless the planning official determines that such allowance does not correspond with prevailing yard patterns. In such case, the planning official shall determine any additional setback requirements.
74. "Zoning change" means the alteration or moving of a use district boundary; the reclassification of a lot, or parcel of land from one (1) zone to another.

**Section 4. New Section.** A new Section 5.20.030 is added to Chapter 5.20 Restricted Businesses as follows:

**5.20.030 Mobile food units and mobile retail units.**

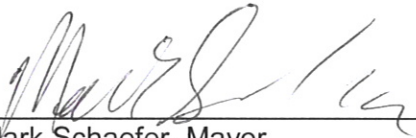
- A. **Pushcart food service units and pushcart retail service units prohibited. Pushcart food service units and pushcart retail service units are prohibited within the borough, except when authorized under Section 5.20.010.C.2.**
- B. **Mobile units prohibited within off-premise canvassing areas. Mobile food units and mobile retail units are prohibited within the areas described in Section 5.20.010.C.1, except when authorized under Section 5.20.010.C.2.**
- C. **Mobile food units and mobile retail units prohibited on municipal property. Mobile food units and mobile retail units are prohibited on municipally-owned property, except when authorized under Section 5.20.010.C.2. Where a vendor is located on private property, the mobile food unit or mobile retail unit shall be setback from any public sidewalk so as not to interfere with pedestrian traffic.**
- D. **Adjacent Structures. Structures shall not be attached or affixed to a mobile food unit or mobile retail unit. Mobile food units and mobile retail units shall be setback by five feet from any adjacent buildings and any adjacent mobile food unit or mobile retail unit.**
- E. **Utilities/Services. Garbage service is required. The site that the unit is operating upon must be maintained in accordance with SMC Title 8 (Health and Safety), Title 9 (Public Peace, Safety and Welfare), and Title 13 (Public Utilities).**
- F. **Restrooms required. Whenever seating is provided, the number and location of restrooms required for a mobile food unit or mobile retail unit shall match the requirements for restaurant- or mercantile-type occupancies in accordance with the adopted building codes (see Chapter 15.02 for adopted building codes).**

- G. Licenses and Permits required.  
Any and all licenses and permits required by federal, state and local laws must be obtained and displayed prior to and during operation. This includes a Municipality of Skagway business license and all permits required by the State of Alaska's Department of Environmental Conservation Division of Environmental Health for food safety and sanitization.
- H. Qualification.  
A mobile food unit or mobile retail unit shall be considered as such only if the unit is capable of moving easily on a daily basis and is mounted on a chassis and wheels and is registered with the State of Alaska's Division of Motor Vehicles. Structures placed on a foundation, temporary or permanent, are required to apply for a development permit and comply with the applicable building codes per Chapter 15.02 as well as all applicable federal and state permits. All permits that are required to be posted on the premise and visible to the public shall be posted on the unit, adjacent to the sales counter and/or cash register.
- I. Appearance.  
It is unlawful and a public nuisance to park, store, or leave standing in public view, upon any public or private property, any mobile food unit or mobile retail unit that is wrecked, dismantled, unregistered, inoperative or otherwise unsightly. Any mobile food unit or mobile retail unit shall be deemed unsightly when body parts rust or become corroded, paint becomes faded, chipped, or peeled, or the unit exterior becomes otherwise dilapidated.
- J. Penalty.  
For violations of this Section, refer to Chapter 1.20, General Penalty. Violations of this Section are subject to civil fines established by resolution.

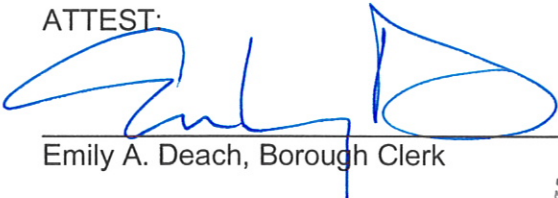
**Section 5. Severability.** If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

**Section 6. Effective Date.** This ordinance shall become effective immediately upon adoption.

**PASSED AND APPROVED** by a duly constituted quorum of the Borough Assembly of the Municipality of Skagway this 6<sup>th</sup> day of July, 2015.

  
\_\_\_\_\_  
Mark Schaefer, Mayor

ATTEST:

  
\_\_\_\_\_  
Emily A. Deach, Borough Clerk

(SEAL)

