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CITY OF PHILADELPHIA
DEPARTMENT OF PUBLIC WORKS
CITY HALL

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January 6, 1939

From: The Director's Office.

To: Mr. Dudley T. Corning, Chief,
Bureau of Highways & Street Cleaning.
Mr. John H. Neeson, Chief,
Bureau of Engineering, Surveys & Zoning.
Mr. Seth H. Van Loan, Chief,
Bureau of Water.
Mr. Howard W. Murphey, Chief,
Bureau of City Property.
Mr. Frederick B. Lysle, Chief,
Bureau of Lighting & Gas.
Mr. Peter J. Cavanaugh, Chief,
Bureau of Mechanical Equipment.

Subject: REPORT OF ANNUAL PROCEEDINGS FOR 1938

Following is copy of a letter received from the Mayor's Office under date of January 6, 1939:

"Article III, Section 4 (c) of the Act of June 25, 1919, the City Charter, reads:

"The several heads of departments, the Zoning Commission, the City Planning Commission, and the Art Jury shall present to the Mayor, annually on or before the first Monday of February, a report of their proceedings during the preceding year, and he shall transmit the same to the Council, with any recommendations he may think proper to make."

Will you kindly forward this report, in duplicate, to this office not later than January 30, 1939.

William J. Logan
WILLIAM J. LOGAN,
Chief Clerk.

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BUREAU OF ENGINEERING, SURVEYS AND ZONING

J. H. NEESON, Chief Engineer and Surveyor

ANNUAL REPORT - 1938

design, The Bureau of Engineering, Surveys and Zoning has functions comprising *Surveying* planning, construction, investigation and reports. The construction activities comprise new City bridges; participation, with the railroads entering the City, in the elimination of grade crossings and railroad improvements; the construction of sewers and drainage structures, and such additional operations as may be assigned; plans for street improvements and other classes of construction are prepared for carrying out, under contract by other bureaus and departments. The routine duties comprise the control and operation of a laboratory for the physical and chemical testing of materials entering into construction and also the supplies purchased for the maintenance and operation of the various City institutions and plants, the issuance of permits for connections to the drainage system; the investigation and control of trade wastes, the investigation of drainage and flooding complaints; the checking and approval of applications for highway occupation by public utilities to the Highway Supervisors; the checking and approval of structural designs submitted for the work of railroad, utilities and private interests; regulating and restricting height, locations, size, bulk and use of buildings or land, in the City; and general engineering investigations of various projects affecting the interests of the City.

The Bureau of Engineering, Surveys and Zoning, also comprises the Board of Surveyors who are the developers of the City Plan and the official measurerers of real estate and of the quantities of work done and materials furnished under contract for the City construction work; they also furnish the lines and grades for construction operations within the highways of the City; the registering of land deeds and the recording of transfers of property are also functions of the Bureau.

The work of the SURVEY DISTRICTS is outlined as follows:

LOTS STAKED: - for building purposes, etc.,	1,589
grades furnished for new buildings	8,280 lin.ft.
CONVEYANCE: - properties surveyed, plans and descriptions	3,062
FARM SURVEYS -	286 acres
MISCELLANEOUS SURVEYS - made or staked	187
CURB REGULATIONS - including curb measured and certified	138,747 lin.ft.
curb corners staked out	354
FOOTWAYS - paving, or repaving measured and certified	5,143 sq.yds.
curb and footways assessment bills prepared	267
ALLEYS AND DRIVEWAYS - plans for repaving and paving, lines & grades.	155,925 lin.ft.
paving or repaving measured and certified	46,447 sq.yds.
assessment bills prepared	5,729
SUB-DIVISION PLANS (80 made) - lots shown	397
ARCHITECT PLANS	42
WHARF PLANS - Plans and surveys (4), lines furnished for	100 lin.ft.
MISCELLANEOUS PLANS	314
CITY PLANS - small city plans prepared (37); sectional city plans prepared (6); compiled city plans prepared (13)	4,588 acres
acres surveyed for new & revised sectional plans; housing plans, etc.; and covered by stoning or restoning	1,654 acres
Monuments set or reset	160
Levels run to establish grades or benches	205,498 lin.ft.
Reports on City Plan changes; deeds, releases, etc., and description prepared for deeds of dedication	122

LAW PLANS - prepared for Board of View; various legal purposes	80
PASSENGER RAILWAYS - streets covered; lines and grades furnished	77,839 lin.ft.
UTILITY COMPANIES - streets covered; lines and grades; report on applications for footway locations	4,586 lin.ft. 300
BRIDGES - lines and grades furnished (15 plans)	2,400 lin.ft.
DRAINAGE - preliminary surveys and plans made for sewers (58)	51,208 lin.ft.
lines and grades furnished	35,536 lin.ft.
trench excavation and masonry measured	74,589 cu.yds.
Inlets staked	128
Lateral pipe and inlet connections measured	11,352 lin.ft.
Plans of constructed sewers & appurtenances prepared (38)	19,860 lin.ft.
Assessment bills prepared	69
WATER PIPE -plans prepared for Water Bureau and water companies (136).	218,477 lin.ft.
Lines and grades furnished	42,610 lin.ft.
Lines & grades for fire hydrants (15); reports on grades of streets for water pipe to be laid (43)	28
Assessment bills prepared	66
CURRENT ESTIMATES	82
REPORTS - Street openings; street improvements; including plans and estimates; mandamus certificates; Chief Engineer reports; miscellaneous	1,309
LIENS - Descriptions prepared for any Department or Bureau	37
ZONING - Properties posted for Board of Adjustment or Road Day notices	13
PERMITS - Bureau of Building Inspection, number investigated	2,982
MISCELLANEOUS - Blueprints of old property plans	115
Lin.feet of lines and grades, cross sections, base lines, curb heights, parking lots and areas, levels, W.P.A. projects	83,193 lin.ft.
Miscellaneous surveys	6
Preliminary estimates for paving - Housing Project. . . (3)	75,783 sq.yds
Plans & Profiles plotted for curb grade revision, Housing Project	6,400 lin.ft
Grading estimate - fill	18,045 cu.yds
Runways, Airport - stakes for paving, curbing, grading, conduits, drainage ditches, sewers, gutters, pipes, railroad relocation, test holes, etc.	205,697 lin.ft
" " - grading measured	212,849 cu.yds
" " - " estimated	237,500 cu.yds
" " - paving estimated	182,069 sq.yds
GRADING - Plans and preliminary estimates, incl. country roads (33).	21,139 lin.ft
Cut and fill measured	411,085 cu.yds
Lin. ft. of street covered	45,549 lin.ft
Lines and grades furnished	86,389 lin.ft
PAVING - Plans prepared for paving, incl. country roads (33)	16,885 lin.ft
Square yards measured and certified	20,717 sq.yds
Linear feet of street covered	8,884 lin.ft
Lines and grades furnished	74,075 lin.ft
Assessment bills prepared	20
REPAVING - Plans prepared for repaving, incl. country roads (15)	16,090 lin.ft
Square yards measured and certified	61,063 sq.yds
Linear feet street covered	24,387 lin.ft
Lines and grades furnished	49,316 lin.ft
COMPLETED CONTRACTS - Main and branch sewers	\$318,207.00
Private sewers and drains.	\$41,491.00
Grading	\$182,099.00
Paving and Improvement	\$159,435.00
Repaving and Resurfacing	\$530,800.00

Total Costs \$1,232,032.00

DISTRICT CASH RECEIPTS \$74,241.10

TRAFFIC - Reports on complaints; counts made; investigations of co-ordinated signal lights; investigations of single signal lights 1,514

THE PLANS AND REGISTRY DIVISION - A drop of about 10% is shown in the number of registry entries, as against the 1937 report. The service to the public, as measured by the number of books examined, increased slightly, there being 197,000 books handed out during the year. The work of renewing road record atlases was speeded up with the help of the WPA Land Use Map Project; and work was started on the preparation of several plans showing City Plan changes and land sub-divisions, the most important of which was the study for the new design of the Roosevelt Boulevard from Oxford Circle to Pennypack Circle. This work was occasioned by the proposed reconstruction of the Boulevard by the State Highway Department, and consisted of a new cross-section, provision for new openings and closing of old openings, and the replanning of adjacent streets. This work was done in conjunction with the District Surveyors and the Traffic Engineer's office. Also, the grades of the new roadways were fixed, together with the location of new drainage structures. Plans are also under way for similar improvement of the Boulevard between Oxford Circle and Broad Street.

Detailed Summary:

Transfers plotted	43,128
Original lots plotted	2,926
Certificates of registered owners issued to public	33
Certificates of registered owners issued to Law Department	41
Plan books examined by the public and officials	197,460
Descriptions filed	40,441
Descriptions filed from 1865 to 1938 (inclusive)	2,979,571
Titles examined for plan book entries	4,995
Certificates of street openings issued to City Departments	110
Miscellaneous plans drawn for City departments	36
Miscellaneous receipts	\$72.50
Affidavits of street openings filed	8
Streets opened by affidavits	6
City Plans ordered	28
Confirmed City plans filed	23
Jury Plans ordered	2
Approved street railway plans filed	9
Jury Plans filed	2
Streets opened by ordinance	-
Street opening agreements filed	-
Deeds of dedication filed	27
" " " recorded	32
Releases of abutting owners filed	2
" " " " recorded	5
Cost of recording deeds and releases	\$21.75
Plans loaned out	480
Old Registry sheets copied	-
Old Registry Plates plotted	18
New Registry plates (in process of preparation)	-
Subpoenas issued against Registry Division.	131
Appearances in Court	81
Amount of witness fees collected	\$228.55

ZONING DIVISION: - There has been a decrease of about 16% in the activities of the Zoning Division, carried on by a diminished personnel. The various activities of the Division are outlined in the following table:

	1937	1938	% Decrease	% Increase
Number of requests for information	22,633	17,936	20.7	
Number of applications filed	10,354	8,734	16.2	
Number of Zoning Permits issued	5,818	4,569	21.4	
Number of Use Registration Permits issued. . .	2,185	2,000	8.3	
Number of References to Board of Adjustment . .	266	244	8.2	
Number of Applications stamped "Permit not Required"	4607	4,145	11.1	
Number of Zoning Permits refused	944	753	20.2	
Number of Use Registration Permits refused . .	804	827		2.80
Number of refusals appealed to Board of Adjustment	1223	1,142	6.5	
Number of Inspections	931	873	6.2	
Number of Complaints investigated.	141	228		60.2
Number of Vouchers issued	4,251	3,489	17.9	
Amount of cash receipts	\$21,841.	17,735.	18.8	
Number of true copies of applications certified for B. of A.	1,332	1,251	6.1	
Number of sign applications (Highway) acted upon	1,212	721	40.5	
Number of descriptions, for District Classification changes made for Board of Adjustment	114	98	14.	
Number of Letters to Fire Marshall for his approval or disapproval of use.	154	228		48.1
Number of changes of Zoning Maps made by Ordinance of Council	66	62	6.	
Number of changes of Zoning Maps proposed by Resolution of Council	115	148		28.7

W.P.A. LAND USE PROJECT #18313:- Work was started on the making of a Land Use Map showing the existing type of Land Use on each parcel of ground in the City; also the making of a map to show the legal and physical status of each street in the City; and about 34% of the work has been completed.

DESIGN DIVISION: - The work of the Design Division included the design and contract plans for sewers at 76 locations, of which 37 were for construction at private cost; for temporary drains at 3 locations; for mechanical intercepting gates at 4 locations; and sewage flow gauging stations at 4 locations along Stenton Avenue to measure the quantity of sewage received from Montgomery County as a basis for bills rendered under the inter-county agreement.

Construction plans and estimates were prepared for work at the S. Davis Wilson Airport, comprising the Record Airfield Plan, stormwater drainage and detail drainage plans, location showing proposed vehicular tunnel, grading and drainage of No. 1 Runway, location of new temporary Administration Building, relocation of railroad lines by agreement, pavement grades and drainage studies for the Administration Building and loading area; boundary calculations, etc.

Studies and preliminary estimates were made for drainage extensions and corrections at 56 locations, and for bridges at 9 locations. In addition, plans prepared by contractors and by Railroad Companies for bridge structures at 3 locations were checked for design, strength and cost.

Private plans for marquees and canopies were checked for design and strength before permits were granted to 13 locations.

Permit applications made by Public Utility Companies for occupation of space in the highways were investigated and checked to the total of 714.

Miscellaneous routine operations involved the study and report on a number of retaining wall corrections on private property, driveway conditions, traffic relief and highway interferences, capacity of stormwater culverts and drainage waterways. Also the preparation of specifications, proposal forms, record sheets, procedure forms and the mimeographing of same for various Departments and Bureaus and for the City participation in the projects of the Works Progress Administration.

DRAINAGE DIVISION:- During the year 1938, contracts were entered into for one main sewer and six branch sewers, which, together with the completion of seven sewers at private cost, and drainage structures built under the sewage disposal project, made a total increase of 2.04 miles to the drainage system of the City.

At the end of 1938, there was a total of 1,791.47 miles of sewers completed within the limits of the City of Philadelphia.

CONSTRUCTION DIVISION:-

Washington Lane Sewer between Mansfield Avenue and Rugby Street. This is a 4'6" x 3'0" brick sewer decreasing to a 3'6" x 2'4" brick sewer, the length constructed being 2,025 feet. Work was started in 1937, and completed this year at a cost of \$31,598.44.

Hasbrook Street from Cottman Avenue to point of Connection with the Sewer System of Cheltenham Township, and in Cottman Avenue from Hasbrook Street to Bingham Street. A 7'0" x 5'6" reinforced concrete stormwater conduit with 15" vitrified pipe in concrete sanitary sewer. The part along Hasbrook Avenue was completed this year, a distance of approximately 1,060 feet. The contract is limited to \$156,000.00.

BRIDGE CONTRACT WORK:

MILL ROAD (71st Street) OVER COBBS CREEK: - This bridge is composed of steel girders encased in concrete with stone faced masonry and is 46 feet 3 inches clear width and 51 feet long between bearings. Approaches are included in the contract. Work was started in 1937, and completed this year. The total cost amounted to \$31,036.78, half of which was paid by Delaware County.

SEWAGE DISPOSAL PROJECT: - The contract for Intercepting Chambers and appurtenant work to connect to the Upper Frankford Creek Low Level Collecting Sewer and to the Lower Frankford Creek Low Level Collecting Sewer, entered into during 1937, was completed this year. The work consisted of 19 intercepting chamber units and is the last step in clearing the Frankford Creek of sewage. The total cost was \$239,387.94.

PERMIT DIVISION:-

Permits	516
Connections made to single system	1,942
" " " double " 	194
Inspections to repair laterals and old connections.	139
Special inspections to sewers	86
Total Inspections	2,361
Total plans filed	30
Inspectors' Diaries	18

General routine of the office - Information daily to architects, builders,

title men, plumbers and assignments to two inspectors.

There is a decrease in Permits and Receipts for 1938, due to labor trouble.

Total Receipts - \$14,856.84.

CITY PLANS DIVISION: - The General Plans unit, which develops the City Plan and does related research work of the Department of Public Works, prepared during the year, in addition to numerous planning studies, a wide variety of special plans and field work in connection with important municipal events, and collected considerable data upon various phases of planning and prepared many maps and charts for use in answering inquiries from other cities and countries. The following illustrates the type of work done by this Division:

- Annual Statistical Report of work done in 11 survey districts for 1937.
- Spot Map - geographical distribution of surveys in all survey districts by mile zones.
- Map of Phila. showing city streets in Philadelphia on Penna. State Highway System.
- Study of revised layout and location of proposed removable running track for Convention Hall, 34th and Vintage Avenue.
- Plans and exhibits prepared, assembled and arranged in exhibition space for Federal Housing Administration exhibition held in Commercial Museum.
- Map of Air, Rail and Marine Terminal, Hog Island, showing runways, seaplane base and rail and marine locations.
- Plan of Benjamin Franklin Parkway from City Hall to Fairmount Park, showing existing conditions, buildings, monuments, landscaping, etc.
- Revised Ward Map of Philadelphia.
- Sample Tax Maps and Index Map for use by Board of Revision of Taxes Study in establishing new methods for recording property assessments per front foot in Philadelphia.
- Chart of Sheriff Sales in Philadelphia, 1929 to 1933.
- Index cards and information for use in Street Data Map of Philadelphia, a unit of the Works Progress Administration Land Use Project #18313.
- Many miscellaneous plans and studies were prepared, assembled and revised.

TESTING LABORATORY:- Work during 1938 consisted of chemical and physical testing of materials for construction and maintenance in accordance with their respective specification requirements as submitted by the various City departments and bureaus; investigation of materials proposed for use on City contracts and on various failures; formulation and revision of specification consulting service; inspections, sampling and sample collection.

Efficiency standard on all work is maintained at the highest possible level by virtue of the Laboratory's connection with standard organizations of national repute. The Laboratory has direct contact with the American Society for Testing Materials, holding membership on four of its major and seven of its sub-committees, and thus directly aids the Society in formulating its standards and test methods for materials. The City adopts and uses many of the standards published by this Society.

Periodic cooperative tests were performed with various laboratories of recognized standing to establish the efficiency ratio between the same; the importance of this is that many of these laboratories are allied with business concerns who sell their products to the City.

Many investigations were performed for the various branches of the City service, including the Electrical Bureau, Department of Supplies and Purchases, Department of City Transit, and Fire Marshall.

Tests were made during the year to a total number of 4,544, distributed as follows:

Department of City Transit	378
Department of Public Health	321
Department of Public Safety	234
Department of Public Welfare	640
Department of Public Works	2265
Department of Supplies & Purchases	699
Department of Wharves, Docks & Ferries	17

WORKS PROGRESS ADMINISTRATION:- The Bureau continued to be the clearing house for W. P. A. Projects, and the Chief Engineer, as Secretary of the Mayor's Committee, approved and forwarded 120 projects, providing employment for approximately 20,000 persons this year. Numerous projects were tentatively proposed, covering almost every phase of municipal functional activities, including new construction; rehabilitation and repairs to structures; extensions to plants for increased efficiency in operation; revival of maintenance work deferred because of inadequate appropriations; and surveys under the heading of White Collar Projects, covering such things as traffic counts; data relating to housing conditions; investigation of fire hazards; boiler and elevator inspection; compilation of information as to conditions in City institutions, notably those having to do with the operation of the Departments of Public Health and Public Welfare; preparation of plans and specifications after architectural surveys for construction of new City institutions or extensive improvements and repairs to existing ones. Generally speaking, these were the principal classifications of W.P.A. Projects, but included among them were all of the activities that normally constitute the proper operation of a municipality. For all, there was need of Federal aid and cooperation. Because of the depressed financial condition of the City, and enforced retrenchment which first began to develop in 1930, upkeep and maintenance work of various City units had been deferred. The opportunity to participate in Federal Aid grants has, therefore, been of considerable benefit to the City and its taxpayers, in addition to giving work to the unemployed. These projects, which have been operating continuously throughout the year, have contributed to the social and economic welfare of the City.

All of the work incident to the preparation of the projects, insofar as the expenditure of the City's sponsoring contributions is concerned, is under the supervision of the ACCOUNTING & REPORTING DIVISION of the Bureau. This work has mainly consisted of the allocation of funds for materials and supplies, preparation of proposals and requisitions, supervision of the delivery of materials for various approved projects. This Division maintains separate accounts for all records in connection with the disbursement of the fund made available by City Council. The operation of the Division has been successfully carried on with a personnel 50% less than the immediately preceding years, and, in addition, it has performed all other normal functions of dispensing and accounting for various appropriations made to the Bureau for payrolls and supplies, the maintenance of personnel and other records.

Through the subsidiaries of the Federal Emergency Relief Act, principally WORKS PROGRESS ADMINISTRATION, designed to give immediate relief to the unemployed in public works and related activities not requiring extensive plans or preparation, the City benefited in the completing of several minor public works improvements of noticeably useful value.

Attention is particularly called to the following projects:

Repairs to buildings and improvements to grounds at the Philadelphia Hospital for Mental Diseases; House of Correction and the Philadelphia General Hospital.

Improvement to the Municipal Pumping Stations and Filter Plants at Belmont, Shawmont, Torresdale and Queen Lane.

Improvement to the City Recreational Centers and swimming pools.

Construction of runways - S. Davis Wilson Airport.

In general, it might be said that the year 1938, as a result of the activities inaugurated by the present Administration with funds made available by City Council for the purchase of materials and supplies, and labor payrolls provided by the Federal Government, shows continued progress has been made in restoring City structures, in the rehabilitation of worn-out official records, and in general maintenance and upkeep, than in the preceding four years combined. Continuation of these efforts cannot help but have an obvious influence on the condition of municipal structures long awaiting repairs because of lack of sufficient funds. The so-called White Collar Projects will, also, if carried to completion, develop such data and information of intrinsic and worthwhile value to the Department in formulating plans for carrying out future policies that their work must result in more efficient, convenient and satisfactory service to the taxpayers.

Respectfully submitted,

J. H. Neeson,
Chief Engineer and Surveyor.

BESZ-PSF:MET
1-27-39

Permit applications made by Public Utility Companies for occupation of space in the highways were investigated and checked to the total of 714, as follows:

Philadelphia Gas Works	320
Bell Telephone Company	89
Philadelphia Electric Company	54
" " " (steam)	3
Keystone Telephone Company	8
Philadelphia Rapid Transit Company (conduits)	5
" " " " (tracks)	27
Reading Company	1
Pennsylvania Railroad Company	2
Bureau of Engineering, Surveys & Zoning	56
Bureau of Water	79
Miscellaneous	50
Total	714

Miscellaneous routine operations involved the study and report on a number of retaining wall corrections on private property, driveway conditions, traffic relief and highway interferences, capacity of stormwater culverts and drainage waterways. Also the preparation of specifications, proposal forms, record sheets, procedure forms and the mimeographing of same for various Departments and Bureaus, and for the City participation in the projects of the Works Progress Administration.

GRADE CROSSING DIVISION:

- Final check of contract drawings - grade crossing elimination - Ashburner Street over Pennsylvania Railroad.
- Map of adjacent bridges - grade crossing elimination - Ashburner Street over Pennsylvania Railroad.
- Final check of contract drawings - grade crossing elimination - Allegheny Avenue over Reading Railroad, 20th and 21st Streets.
- Check of shop drawings and contractor's plans - grade crossing elimination - Mt. Airy Avenue over Reading Railroad.

DRAINAGE DIVISION:- During the year 1938, contracts were entered into for one main sewer and six branch sewers, which, together with the completion of seven sewers at private cost, and drainage structures built under the sewage disposal project, made a total increase of 2.04 miles to the drainage system of the City.

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11-1938

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Department of Public Safety	234
Department of Public Welfare	640
Department of Public Works	2255
Department of Supplies & Purchases	699
Department of Wharves, Docks & Ferries	17

THE PHILADELPHIA AUTHORITY:- The Philadelphia Authority was created by City Council on September 14, 1938, and its members designated John H. Neeson as its Engineer, requesting that all possible speed be exercised in the preparation of plans and specifications, financial and legal data, so that the applications for Public Works projects could be submitted to the Public Works Administration prior to September 30, 1938.

Utilizing all the resources of the Bureau of Engineering, Surveys and Zoning and the Bureau of Water, thirteen (13) Application Dockets were prepared in full and submitted to the Regional Director, Public Works Administration, Harrisburg, on September 29, 1938, for the Sewage Disposal System of the city; Improvements and Extensions to the Water Distribution system; Drainage and Flood Relief.

Passing the Examining Engineers, they were in turn forwarded to the Public Works Administrator, Washington, on October 8, the applications being made on the basis of both Grant and Loan. On October 24, the Mayor and members of the Authority, City Council, and the Engineer, conferred with the Assistant Secretary of the Interior, E. K. Burlaw, regarding the status of the applications, the possibility of procuring funds from the Government, and the general financial and legal aspects of The Authority

Since this conference, the constitutionality of The Authority has been upheld by the Supreme Court; The Authority has been established as having the right to issue its bonds in payment for its share of the cost of the improvements designated, and that such borrowing is not a charge against the debt-incurring capacity of the City. On January 24, 1939, The Authority, by Resolution, requested the Public Works Administration, through its Regional Director, to change the form of the applications by the elimination of the requests for a Loan, confining the applications to a request for Grant Only. On January 28, 1939, the Public Works Administrator, Secretary of the Interior Ickes, forwarded to the Senate a list of Nationwide projects on file, which were qualified by the Board of Examining Engineers and were available for approval provided Congress appropriated additional funds to Public Works Administration. In the list submitted by the Secretary were the thirteen projects applied for by The Philadelphia Authority, as follows:

<u>Application Docket No.</u>	<u>Classi- fication</u>	<u>Project</u>	<u>Total Estimated Cost</u>	<u>Grant</u>
2275	Sewage Disposal	Northeast Dist. #1	\$6,409,126.	\$2,884,106.
2276	" "	Southwest Dist. #2A	8,244,156.	3,709,870.
2278	" "	Southwest Dist. #3B	12,043,809.	5,419,714.
2279	" "	Southeast Dist. #4	11,243,445.	5,059,550.
2277	Drainage	Wingohecking Relief Sewer	1,308,050.	588,622.
3366	Improvement & Extension of the Water Supply	Well Development	2,148,687.	966,909.
3367	" " "	Distribution Div.	4,488,596.	2,019,868.
3368	" " "	Shawmont Water Service	1,425,731.	641,578.
3365	" " "	Queen Lane Service	1,695,826.	763,122.
3361	" " "	High Press. Fire Service	2,460,841.	1,107,378.
3362	" " "	Torresdale Water Serv.	3,178,208.	1,430,193.
3363	" " "	Lardner's Point Water Service	881,931.	396,869.
3364	" " "	Belmont Water Service	3,875,405.	1,743,932.
TOTALS - -			\$59,403,811.	\$26,731,711.

WORKS PROGRESS ADMINISTRATION:-- The Bureau continued to be the clearing house for W. P. A. Projects, and the Chief Engineer, as Secretary of the Mayor's Committee, approved and forwarded 120 projects, providing employment for approximately 20,000 persons this year. Numerous projects were tentatively proposed, covering almost every phase of municipal functional activities, including new construction; rehabilitation and repairs to structures; extensions to plants for increased efficiency in operation; revival of maintenance work deferred because of inadequate appropriations; and surveys under the heading of White Collar Projects, covering such things as traffic counts; data relating to housing conditions; investigation of fire hazards; boiler and elevator inspection; compilation of information as to conditions in City institutions, notably those having to do with the operation of the Departments of Public Health and Public Welfare; preparation of plans and specifications after architectural surveys for construction of new City institutions or extensive improvements and repairs to existing ones. Generally speaking, these were the principal classifications of W.P.A. Projects, but included among them were all of the activities that normally constitute the proper operation of a municipality. For all, there was need of Federal aid and cooperation. Because of the depressed financial condition of the City, and enforced retrenchment which first began to develop in 1930, upkeep and maintenance work of various City units had been deferred. The opportunity to participate in Federal Aid grants has, therefore, been of considerable benefit to the City and its taxpayers, in addition to giving work to the unemployed. These projects, which have been operating continuously throughout the year, have contributed to the social and economic welfare of the City.

All of the work incident to the preparation of the projects, insofar as the expenditure of the City's sponsoring contributions is concerned, is under the supervision of the ACCOUNTING & REPORTING DIVISION of the Bureau. This work has mainly consisted of the allocation of funds for materials and supplies, preparation of proposals and requisitions, supervision of the delivery of materials for various approved projects. This Division maintains separate accounts for all records in connection with the disbursement of the fund made available by City Council. The operation of the Division has been successfully carried on with a personnel 50% less than the immediately preceding years, and, in addition, it has performed all other normal functions of dispensing and accounting for various appropriations made to the Bureau for payrolls and supplies, the maintenance of personnel and other records.

Through the subsidiaries of the Federal Emergency Relief Act, principally WORKS PROGRESS ADMINISTRATION, designed to give immediate relief to the unemployed in public works and related activities not requiring extensive plans or preparation, the City benefited in the completing of several minor public works improvements of noticeably useful value.

Attention is particularly called to the following projects:

Repairs to buildings and improvements to grounds at the Philadelphia Hospital for Mental Diseases; House of Correction and the Philadelphia General Hospital.

Improvement to the Municipal Pumping Stations and Filter Plants at Belmont, Shawmont, Torresdale and Queen Lane.

Improvement to the City Recreational Centers and swimming pools.

Construction of runways - S. Davis Wilson Airport.

In general, it might be said that the year 1938, as a result of the activities inaugurated by the present Administration with funds made available by City Council for the purchase of materials and supplies, and labor payrolls provided by the Federal Government, shows continued progress has been made in restoring City structures, in the rehabilitation of worn out official records, and in general maintenance and upkeep. Continuation of these efforts cannot help but have an obvious influence on the condition of municipal structures long awaiting repairs because of lack of sufficient funds. The so-called White Collar Projects will, also, if carried to completion, develop such data and information of intrinsic and worthwhile value to the Department in formulating plans for carrying out future policies that their work must result in more efficient, convenient and satisfactory service to the taxpayers.

Respectfully submitted,

J. H. Neeson,
Chief Engineer and Surveyor.



CITY OF PHILADELPHIA
DEPARTMENT OF PUBLIC WORKS
BUREAU OF ENGINEERING, SURVEYS AND ZONING
CITY HALL ANNEX

MARTIN J. McLAUGHLIN
DIRECTOR
JOHN H. NEESON
CHIEF OF BUREAU

REPLY AND REFER TO SSB:E

January 13, 1939.

MR. BUCKLEY: ✓

Subject: STATISTICAL REPORT FOR REGISTRY DIVISION-1938.

I am forwarding herewith Statistical Report of work done in the Registry Division during 1938.

The portion of the report covering book-room work shows a drop of about 10% in the number of registry entries. The service to the public as measured by the number of books examined increased slightly, - there being 197,000 books handed out during the year.

The routine City Plan work of the Division varied little from the preceding year; however, the work of renewing the road record atlases was speeded up with the help of the WPA Land Use Map Project and two extra men from the City Plans Division. In addition, during the year, the Division aided in the preparation of several plans showing City Plan changes and land sub-divisions.

The most important of these was the study for the new design of The Roosevelt Boulevard from Oxford Circle to Pennypack Circle. This work was occasioned by the proposed reconstruction of the Boulevard by the State Highway Department and consisted of a new cross-section, provision for new openings and closing of old openings, and the replanning of adjacent streets. This work was done in conjunction with the District Surveyors and the Traffic Engineer's office. Also, the grades of the new roadways were fixed, together with the location of new drainage structures. Preliminary work started on this job in December 1938 and it is expected that it will be completed in late spring of 1939. The Division is now working on plans for similar improvement of the Boulevard between Oxford Circle and Broad Street.

encl.

SAMUEL S. BAXTER,
Assistant Engineer.

16-1938

REGISTRY DIVISION

1938.

Detailed Summary.

Transfers plotted	43,128
Original lots plotted	2,926
Certificates of registered owners issued to public	33
Certificates of registered owners issued to Law Dept.	41
Plan books examined by the public and officials	197,460
Descriptions filed	40,441
Descriptions filed from 1865 to 1938 (inclusive)	2,979,571
Titles examined for plan book entries	4,995
Certificates of streets openings issued to City Depts	110
Miscellaneous plans drawn for City Depts	36
Miscellaneous receipts	\$ 72.50
Affidavits of street openings filed	8
Streets opened by affidavits	6
City plans ordered	28
Confirmed City plans filed	23
Jury Plans ordered	2
Approved street railway plans filed	9
Jury Plans filed	2
Streets opened by ordinance	---
Street opening agreements filed	---
Deeds of dedication filed	27
Deeds of dedication recorded	32
Releases of abutting owners filed	2
Releases of abutting owners recorded	5
Cost of recording deeds and releases	\$ 21.75
Plans loaned out	480
Old Registry sheets copied	---
Old Registry plates plotted	18
New Registry plates (in process of preparation)	---
Subpoenas issued against Registry Division	181
Appearances in court.	81
Amount of witness fees collected	\$ 228.55

REPORT OF ZONING DIVISION FOR YEARS 1937 AND 1938

	1937.	1938.	% DECREASE	% INCREASE
Number of requests for information.	22633	17936	20.7	
Number of applications filed.	10354	8734	16.2	
Number of Zoning Permits issued.	5818	4569	21.4	
Number of Use Registration Permits issued.	2183	2000	8.3	
Number of References to the Board of Adjustment.	266	244	8.2	
Number of applications stamped "Permit not required".	4607	4143	11.1	
Number of Zoning Permits refused.	944	753	20.2	
Number of Use Registration Permits refused.	804	827		2.80
Number of refusals appealed to the Board of Adjustment.	1223	1142	6.5	
Number of Inspections.	931	873	6.2	
Number of Complaints investigated.	141	228		60.2
Number of Vouchers issued.	4251	3489	17.9	
Amount of Cash Receipts	\$21841.	\$17735.	18.8	
Number of true copies of applications certified for B. of A.	1332	1251	6.1	
Number of sign applications (Highway) acted upon.	1212	721	40.5	
Number of descriptions, for District Classification changes made for the Board of Adjustment.	114	98	14.	
Number of Letters to Fire Marshal for his approval or approval of use.	154	228		48.1
Number of Changes of Zoning Maps made by Ordinance of Council.	66	62	6.	
Number of Changes of Zoning Maps proposed by Resolution of Council.	115	148		28.7

ANNUAL REPORT OF THE ZONING DIVISION - 1938.

APPLICATIONS FILED: A comparison of the bare figures for the total number of applications filed during 1937 and 1938 would indicate that the burden on the personnel had been lessened to the extent of about 16%. This is so because the number of applications filed is ordinarily the criterion of the work done in the Division. However, such is not the case because much of the excess of 1937 over 1938 is due to the great number of applications filed for the demolition of buildings during February, March, April, May, June and July of that year. Although these are bona fide applications, they do not require so much time and effort to be expended on them as on ordinary applications.

Almost independently a slightly diminished stream of run-of-the-mill applications continued to flow, enjoying flood and drought according to season but without any remarkable difference between the figures for comparable months in different years.

On August 7, 1937, after the peak of activity had passed, one of the staff resigned. Early in November, 1937, the Surveyor in charge of Zoning was assigned other duties. The net result of these deflections was that a greatly diminished personnel in 1938 carried a heavier burden per man.

DISTRICT CHANGES: The number of changes proposed by resolution of Council was 126 in 1936; 115 in 1937 and 148 in 1938. The number of ordinances passed by Council, requiring changes in the Zoning Maps, in 1936 was 37.3% as great as the number of changes proposed by resolution. The comparable figures for 1937 and 1938 are 57.4% and 41.8%. The effect of proposed and actual changes in the Zoning District Designations is that much tedious time-consuming work devolves on the Zoning Division. Deeds must be read, descriptions drawn and checked, consultations held, etc.

COURT APPEARANCES: During the past year, the Zoning Division had a representative in Court to testify on several trials in the Courts of Common Pleas, for which fees, amounting to \$18.00, were collected. Four times the Zoning records

were subpoenaed by the District Attorney's office in the same case. No fees were collected, this particular case has not come to trial and the end is not yet for the records will be in court again January 13, 1939. These cases ran the gamut of Nuisance, Contract and False Pretence in no way touching the enforcement of zoning. At least three working days have been lost already to the Zoning Division without recompense by reason of the criminal case which has not come to trial.

PERMITS NOT REQUIRED: The relation of Applications which required no permits to be issued to the total number of applications filed for 1933 to 1938, inclusive, expressed in percentage is, respectively, 41.4, 41.7, 43.3, 39.4, 44.7, 47.4. There is no reason to digress here for they are still a prolific source of work and worry without profit.

REFUSAL NOTICES; APPEALS TO BOARD OF ADJUSTMENT: Whenever a "Notice of Refusal of Permit" was issued, it resulted in an appeal to the Board of Adjustment, in 1936, 68.7% of the time; for 1937, the figure is 70%, and for 1938, it is 80%. This is a steady increase; either the appellants are becoming more sanguine or past experience has demonstrated that it is worthwhile to make an appeal to the Board on any and all occasions.

SIGNS: The number of signs acted on for the Highway Bureau was 1212 for 1937 and 721 for 1938. This doesn't mean that there was a decrease of 40% in the work but that the Bureau of Highways handled the more obvious cases itself and sent 721 of the more difficult ones to the Zoning Division for a decision.

CASES TO THE CITY SOLICITOR: During 1938, twenty-three cases were transmitted to the City Solicitor for appropriate action. This is an increase of approximately 100% and has had its effect on the handling of such cases by the Department of Law. Hearings are now held before Magistrates, approximately every two weeks with closer cooperation of the city agencies and a better, mutual understanding of each other's difficulties. Every hearing requires that the inspector drop

his routine investigation of matters brought up by current applications, for at least half a day and accompany the Assistant City Solicitor at the Magistrate's court.

COMPLAINTS: The number of complaints investigated shows an increase of 60% over 1937; standing at 228. This increase in complaints represents real work. This figure does not represent simple inquiries but real work because only those complaints which resulted in an inspection on the ground are included. One complaint may entail as much work as many applications. Before final disposition of a complaint is made, months may elapse during which time several inspections may be made. Finally it may occupy the time and attention of the Board of Adjustment, the Bureau Chief, the Director of the Department, the City Solicitor, the Magistrate and a Court of Record with all the incidental correspondence and attendance at hearings and conferences (and other Bureaus at times are drawn into the picture).

It is expected that this phase of the work will continue to grow as more and more people become Zoning-conscious and look to it as a panacea for whatever ill befalls them.

EQUIPMENT: The nature and volume of the activity of the Division is such that, what in an ordinary office would be regarded as equipment, partakes of the nature of supplies.

At the present the applications filed in one year fill five legal size filing cabinet drawers to capacity and then that amount of cabinet space is tied to the applications surely as the ink which was used to fill them out. This amount at least of storage space should be provided each year.

The Fire Insurance Atlases are showing the effect of wear and tear due to the constant handling they are subjected to by the Division and others. Rebinding is something that must be done in the not too distant future if they are to remain in use.

SUMMATION: There were two less men in the Division during 1938 than were on hand to help carry the peak load in the first half of 1937.

The diminution of work indicated by a comparison of the number of applications filed in 1937 and 1938 was more apparent than real.

The increase in the number of complaints was the source of great increase of effort put forth by the Division.

The increase in the number of District changes proposed by Council resolutions had as a resultant more work for the Division.

Statistical Report is attached hereto.

Respectfully submitted,

Charles MacDonnell
CHARLES MacDONNELL,
Acting Head of Zoning Division.

Encl.



CITY OF PHILADELPHIA
DEPARTMENT OF PUBLIC WORKS
BUREAU OF ENGINEERING, SURVEYS AND ZONING
CITY HALL ANNEX

MARTIN J. McLAUGHLIN
DIRECTOR


JOHN H. NEESON
CHIEF OF BUREAU

REPLY AND REFER TO:

January 13th, 1939.

FROM: A. Zane Hoffman
TO: Thomas Buckley,
Assistant Chief Engineer
SUBJECT: ANNUAL REPORT W.P.A. LAND USE PROJECT #18313

In accordance with your request of January 4th, a report of the activities of the W.P.A. Land Use Map during the year 1938 is herewith submitted.


A. ZANE HOFFMAN
Division Engineer of Zoning
Acting as Sponsor Superintendent of
W.P.A. Land Use Project #18313

23-1938



CITY OF PHILADELPHIA
DEPARTMENT OF PUBLIC WORKS
BUREAU OF ENGINEERING, SURVEYS AND ZONING
CITY HALL ANNEX

MARTIN J. McLAUGHLIN
DIRECTOR

JOHN H. NEESON
CHIEF OF BUREAU

REPLY AND REFER TO:

REPORT TO THE BUREAU OF ENGINEERING, SURVEYS AND ZONING OF THE ACTIVITIES OF
W.P.A. LAND USE PROJECT #18313, DURING THE YEAR 1938.

LAND USE MAP

The Bureau of Engineering, Surveys and Zoning became impressed with the need for a map showing the existing type of Land Use on each parcel of ground in the city. Such a map is an essential base in any study for Zoning or Re-zoning, the preparation of a Master Plan, the proper exercise of Land Sub-division Control or any other phase of City Planning. It was decided that in making such a map, a two-fold purpose could be served if the Land Uses were so symbolized as to be of practical aid to the Zoning Board of Adjustment in its current consideration of appeals for variance and applications for re-classification. Also, that the value of the map could be continuously maintained if a means of keeping the uses up to date could be devised.

As a result of the Bureau's intimate knowledge of the problems arising from the Administration of Zoning regulations, a type of map was developed which it is believed will serve the desired two-fold purpose, and which can be kept up to date by a systematic recording thereon of the changes in use, authorized by Use Registration permits, and the erection of new buildings and demolition of old buildings authorized by Zoning permits and Building permits.

The initial studies as to the practicability of making the map were made by Bureau representatives who were assigned to the co-direction of a W.P.A.

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project for making City Planning studies which had been sponsored by The City Planning Commission and the Bureau of Engineering, Surveys and Zoning in the fall of 1937 and extending through the spring of 1938. It was determined that the most practicable scale was 200 feet to an inch and on this basis the map would consist of 106 plates each 30 inches by 50 inches.

A project for the making of such a map was duly approved by W.P.A. about August 1st, 1938, and was officially designated W.P.A. Project #18313. The personnel to be furnished by W.P.A. totaled 227, while the Bureau agreed to furnish 7 persons including the Bureau's Zoning Division Engineer who was to direct the work. Office space was furnished by the City in City Hall Annex and the Board of Education Building. W.P.A. agreed to furnish the remainder of supplies left over from The City Planning Project and the Bureau agreed to furnish funds for all other necessary supplies. Drafting tables, desks, and chairs were furnished by the Bureau of Engineering, Surveys and Zoning and the Board of Education, with the W.P.A. making up certain deficiencies, particularly in the matter of chairs and office equipment.

The method of organization adopted was the establishment of a field staff, a staff of clerks and tracers, and a staff of draftsmen, all under the direction of an administrative staff. The land use information collected in the field was turned over to the clerical group, which superimposed the information on paper tracings made from the Bureau of Engineering, Surveys and Zoning's plan books of registered owners. The tracings with the information completed were then furnished to the draftsmen, who plotted the lot lines on the final map and symbolized the land uses thereon in accordance with a set of symbols devised to show the type of use in such a way as to have a direct bearing on the current problems of Zoning Administration.

The preparation of the 106 tracings on which the land use is plotted was also a major preliminary problem which was originally scheduled to be done just ahead of the land use plotting. The necessity for a training period for the field and clerical forces made a change of program necessary. This work was rescheduled with the result that 100 of the 106 base tracings are now completed, with plotting

under way on the balance. The source data for these maps was a set of 200' to the inch tracings of a Bureau of Engineering, Surveys and Zoning Lighting Survey, and the official city plans. The boundaries and size of the plates was determined by making each plate equal to one quarter of the area covered by each of the official Zoning maps.

The method outlined is extremely simple and direct in theory. In practice, the utmost skill in detailed planning is required. Exact coordination of the work done by the field, clerical and drafting forces is a vital necessity. Definite schedules of the order of the work given to the field forces must be adhered to and followed through to the draftsmen. Each draftsman, and key men in the other groups, must be thoroughly schooled in the interpretation of the symbols and the definitions of building types and uses which are peculiar to the Zoning Ordinance. Information must be checked with all other source information available, including the City Plans, the records of registered owners, Ward Atlases, Fire Insurances Atlases, the records of the Board of Revision of Taxes and of the Division of Housing and Sanitation. Finally the daily record of Zoning and Use permits issued by the Bureau of Engineering, Surveys and Zoning must be kept up and incorporated into the work.

A file and record room must be maintained in which accurate records are kept of the work done and in progress. In order to keep such records, and as a means of scheduling the work, utilization has been made of the 404 Census Tracts into which the city is divided. These Census Tracts are sub-divided into 15,768 minor blocks, and by using the maps of each tract and recording the work by tract number and minor block number a definite control may be exercised. A graphic progress map is also maintained which shows by weekly notations the progress of each unit of the work on each census tract.

The project is making satisfactory progress, notwithstanding the difficulty in maintaining the full quota of personnel set up by the project. This difficulty is caused principally by the high standards of accuracy and skill which are required by the Bureau of Engineering, Surveys and Zoning for the type of record which is

being made. On January 11th, 1939, the personnel employed, excluding Bureau personnel, was 186, in spite of the fact that assignments totalling 265 have been made. The following statement of personnel assigned and released will demonstrate the excessive turn-over.

<u>Assigned</u>	Relief	253	
	Non-relief	<u>12</u>	265
<u>Released (Relief)</u>			
	Resigned	4	
	Private employment	11	
	Absence and Illness	11	
	Relief status cancelled	1	
	Transferred to other projects	13	
	Discharged for incompetence or lack of co-operation	<u>39</u>	<u>79</u>
Total employed January 11th, 1939			186

Each unit of the personnel submits weekly reports of progress, which show completed work, both numerically and by percentage. The percentages are both actual and weighted by a pre-determined break down of the relationship of each operation to the unit and similarly by the relationship of each unit to the whole project. The total progress of the project as a whole, thus computed is now 25 per cent. This progress is very creditable, when it is realized that the first few months were a period of organizing and training, in which little or no progress could be made. The weekly progress has now reached a level which indicates that the map can be completed within the funds allotted, although the actual time may exceed the allotted time of one year.

STREET DATA MAP

In addition to the Land Use Map, another objective of the project is the making of a map to show the legal and physical status of each street in the city. This map will be useful to city officials for quick reference purposes. It will furnish small scale comprehensive view of the status of any section of the city,

without the necessity of consulting more detailed official records.

This map will be made on linen tracings at a scale of 500 feet to an inch, and consist of 37 plates, each 24 inches by 40 inches. These plates will be uniform as to area with the 37 plates of the official Zoning Map. A type of symbolization has been developed for the beds of the streets which will permit of progressive change through the various stages of placing a street on the city plan, its legal opening, grading and paving.

A staff of 17 W.P.A. employees and 5 employees of the Registry Division of this Bureau is engaged in the preparation of this map. The source data consists of the 500 feet to an inch sectional map of the Bureau, the official City Plan, and legal opening records of the Registry Division of the Bureau, and the grading and paving records of the Bureau of Highways.

The work on this map is making excellent progress and is ahead of all other units of the project in reporting 34 per cent progress on January 6th, 1939.



A. ZANE HOFFMAN
Division Engineer of Zoning
Acting as Sponsor Superintendent of
W.P.A. Land Use Project #18313

ACTIVITIES OF THE DESIGN DIVISION

1938

* * * * *

Preliminary Estimates

Reconstruction, Wallace Street, 22nd Street to 25rd Street
" 12th Street, Christian Street to Fitzwater Street
27th Street, Ridge Avenue to Columbia Avenue; Columbia Avenue, 27th
Street to 29th Street; outlet for Phila. Housing Authority tract.
27th Street, Ridge Avenue to Columbia Avenue; Columbia Avenue, 27th
Street to 29th Street; outlet for Phila. Housing Authority
tract (material estimate).
19th Street, Spring Garden Street to Buttonwood Street
Miriam Road, Roosevelt Boulevard to Godfrey Avenue, etc.
Reconstruction, Washington Avenue, 16th Street to 18th Street.
Thompson Street, Edgemont Street, Alresford Street to Luzerne Street;
Richmond Street, Lewis Street to Juniata Street
Wheatsheaf Lane, Richmond Street to Gaul Street, and outlet.
Oaklyn Street, Broad Street to 15th Street
Phila. Housing Authority tract, 12th and Poplar Streets
Main sewers required in Northeast Philadelphia.
Extension of sewer system, South Philadelphia - Packer Avenue south
Roxbury Development - Shawmont Avenue and Umbria Street
" " " " " " " " (material estimate)
43rd Street, Woodland Avenue to Schuylkill River
Capitol Street, Market Street to Commerce Street
Bucknell Street, Brown Street to Aspen Street
Reed Street, Delaware River to 140 ft. west
6th Street, Washington Avenue to Federal Street
Drexel Road, Haverford Avenue to Callowhill Street

Private Branch Sewer Plans

Cheltenham Avenue, Rising Sun Avenue to Hasbrook Avenue
Levick Street, Everett Avenue to Castor Avenue
Large Street, Robbins Street to Levick Street
Robbins Street, Everett Avenue to Castor Avenue
(Oaklyn Street, Broad Street to 15th Street
(15th Street, Oaklyn Street to stream north
Lardner Street, Argyle Street to 44 ft. southeast
Stirling Street, Castor Avenue to Large Street
Gilbert Street, 97' N.W. from Washington Lane to Johnson Street
Vankirk Street, Rising Sun Avenue to Hasbrook Avenue
Comly Street, Rising Sun Avenue to Hasbrook Avenue
Windrim Avenue, Germantown Avenue to 15th Street
Glenview Street, Frankford Avenue to Hawthorne Street
Longshore Street, Crispin Street to Rowland Street
Rowland Street, Knorr Street to Glenview Street
Netherfield Road W., Coulter Street to Netherfield Road
Netherfield Road, Netherfield Road W. to School House Lane
Elbridge Street, Walker Street to Erdrick Street
Passmore Street, Walker Street to Erdrick Street

Private Branch Sewer Plans (continued)

Cottman Avenue, Brous Avenue to Duffield Street
Brous Avenue, Guilford Street to Cottman Avenue
Tackwanna Street, Benner Street to Devereaux Street
Rugby Street, Washington Lane to Johnson Street
Woolston Avenue, Washington Lane to Johnson Street
Rowland Avenue, Chippendale Avenue to Sheffield Avenue
Chippendale Avenue, Rowland Avenue to Crispin Street
Sheffield Avenue, Rowland Avenue to Crispin Street
Alcott Street, Bingham Street to Tabor Road
Anchor Street, Bingham Street to Tabor Road
Rosalie Street, Bingham Street to Tabor Road
Brous Avenue, Pennypack Park to Guilford Avenue
Guilford Avenue, Brous Avenue to Hawthorne Street
Longshore Street, Rowland Avenue to Hawthorne Street
Yerkes Street, Stenton Avenue to Rodney Street
Ormes Street, Olney Avenue to Chew Street
Woolston Avenue, Johnson Street to Cliveden Street
Rugby Street, Johnson Street to Cliveden Street

Public Branch Sewer Plans

Rising Sun Avenue, Sentner Avenue to Cheltenham Avenue
Shawnee Street, Gravers Lane to Highland Avenue
Martin Street, Ridge Avenue to Monastery Avenue
Fifth Street, Cheltenham Avenue to 66th Avenue North
Bingham Street, Tabor Road to Olney Avenue
Olney Avenue, Bingham Street to Westford Road
12th Street, Cheltenham Avenue to 66th Avenue North
7th Street, Medary Avenue to north of 66th Avenue North
Cheltenham Avenue, 5th Street to 7th Street
Gravers Lane, Ardleigh Street to Chestnut Hill Railroad
Anderson Street, Winston Road to Highland Avenue
Westford Road, Marwood Road to Olney Avenue
13th Street, 65th Avenue North to N. of Oak Lane
Gilbert Street, Washington Lane to 97'6" N.W.
Green Street, 3rd Street to 4th Street
South Street, 5th Street to 6th Street
Edmund Street, Conly Street to Benner Street
Cumberland Street, Sydenham Street to 17th Street
Gilbert Street, Washington Lane to 97'6" N.W.
Westford Road, Tabor Road to Geneva Avenue
Clarkson Avenue, Rising Sun Avenue to Olney Avenue
Tabor Road, Marwood Street to Westford Road

Temporary Drains

Rhawn Street, Horrock Street to 50 ft. ⁺ W.
Overbrook Avenue east from 51st Street
Fairview Street, Rhawn Street to Fuller Street

Main Sewer Plans

Willow Street east of New Market Street to 2nd Street and
5th Street to Randolph Street (reconstruction)
Hasbrook Street, Cottman Avenue to point of connection with sewer
system of Cheltenham Township; and in Cottman Avenue
Hasbrook Street to Bingham Street
Hasbrook Street, Tyson Avenue to point of connection to sewer system
of Cheltenham Township, and Tyson Avenue, Oakley Street
to Hasbrook Street.
Clearfield Street east of Franklin Street (reconstruction)

Drainage Studies

Oaklyn Street, Broad Street to 15th Street
Spruce Street, Broad Street to 15th Street
44th Street, Haverford Avenue, 42nd Street, Market Street
Shelmire Street outlet to Delaware River
Greene Street, St. Gorgas Road to Cresheim Valley Drive
Necessity of maintaining relief sewer in 30th Street, Mifflin
Street to Morris Street
Blabon Street, Hunting Park Avenue north
Richmond Street, Wheatshoaf Lane to Adams Avenue, and Adams Avenue outlet
Wheatshoaf Lane, Richmond to Gaul Street, etc.
Hasbrook Street, Tyson Street to Lincoln Avenue (Cheltenham
Township) stormwater conduit.
Reed Street outlet to Delaware River
Hutchinson Street, Nedre Street to Champlost Street

(continued on next page)

Drainage Studies (continued)

Brookfield Avenue, Welsh Road to Roosevelt Boulevard
Netherfield Road, Coulter Street to School House Lane
Decatur Street, Red Lion Road, Roosevelt Boulevard, Martindale Road
Everett Avenue, Robbins Street to Hellerman Street
Iseminger Street, Camac Street, Pollock Street to Bigler Street
Rugby Street, Washington Lane to Upsal Street
Phila. Housing Authority tract, 30th and Tasker Streets
" " " " Glenwood Avenue and Ridge Avenue
" " " " 12th and Poplar Streets
Area bounded by Washington Lane, Crittenden Street, Johnson Street, Stenton Avenue
Roxbury tract, Shawmont Avenue, Manti Street, Umbria Street
Carwithian Avenue, Ditman Street, Frankford Avenue, etc.
Edgely Avenue, 49th Street to Parkside Avenue
Kenyon Street, Woodlawn Street to Chelton Avenue
Proposed new street, Chelton Avenue to Armat Street
Chatham Street, Venange Street to Castor Avenue
Leonard and Calvert Streets, St. Vincent Street to Cottman Street
Flat Rock Road, Fountain Street to 945 ft. northwest
Flooding, Lefevre Street and Frankford Creek
" 34th Street above Walnut Street
" Crown Can Company, Erie Avenue and I Street
" 18th Street and Germantown Avenue
Complaint -Burnside Street, Tower to Apple

Sewage Disposal Projects

Sewage Flow Meters for sewage connections on Stenton Avenue at Bouvier Street,
Cresheim Avenue, Willow Grove Avenue and Winston Road
Plates for restriction of sewage ports - Frankford Creek Intercepting Chambers.
Estimate of present sewage discharged from each outlet sewer to Delaware River
south of Castor Avenue
Estimate of cost of portion of Sewage Disposal Project required for South
Philadelphia south of Market Street
Plans and data for agreement with Springfield Township for additional
connections to City sewers
Alignment study and estimate of cost for extension of Wissahickon Low
Level Intercepting Sewer
Estimate of Cost - 5 steps of sewage disposal project
Measuring Device for Sewage connection Hasbrook Avenue south of Cottman
Street, submitted by Cheltenham Township for approval
Measuring Device for sewage connection Hasbrook Avenue at Tyson Avenue
submitted by Cheltenham Township for approval
Intercepting chambers, Frankford Creek Low Level Intercepting Sewers - shop
drawings for mechanical installations and structural
steel checked

Sewage Disposal Projects (continued)

Preliminary Plans and Estimate of Cost of Philadelphia Sewage Disposal Project:

Docket No. 1 - Northeast District:

Somerset Intercepting Chambers
Upper Delaware Low Level Intercepting Sewer Extension to
Poquessing Creek
Gumers Run High Level Intercepting Sewer and Chambers
Frankford Creek High Level Additional Conduit
Convent Avenue Pumping Station and Low Level Collector
Pennyback Low Level Intercepting Sewer extension
Northeast Treatment Works - proposed extension

Docket No. 2 - Southwest District:

West Central Schuylkill Low Level Intercepting Sewer and Chambers
East Central Schuylkill Low Level Intercepting Sewer and Chambers
East Lower Schuylkill Low Level Intercepting Sewer and Chambers
Schuylkill River Siphon Crossing
Wissahickon Low Level Intercepting Sewer Extension
Central Schuylkill Pumping Station and Bulkhead
Force Mains and Connection to Southwest Main Gravity Intercepting Sewer

Docket No. 3 - Southwest District:

Southwest Main Gravity Intercepting Sewer and Chambers
60th Street High Level Cutoff Sewer
West Lower Schuylkill Low Level Intercepting Sewer and Chambers
43rd Street Pumping Station and Low Level Sewers (below Woodland Avenue)
30th Street and Island Avenue Intercepting Sewer Extension to
Cobbs Creek Low Level Intercepting Sewer
Southwest Treatment Works

Docket No. 4 - Southeast District:

Lower Delaware Low Level Intercepting Sewer, branches below
Snyder Avenue, and Chambers
Wissahickon High Level Intercepting Sewer Extension
Southeast Treatment Works, Low Level Pumping Station and Outfall Pier

Intercepting Chambers - Somerset Low Level - 12 plans revised for mechanical
operation and control
Intercepting Chambers - West Central Schuylkill Low Level - 5 plans revised
for mechanical operation and control
East Central Schuylkill Low Level - 13 plans checked and revised
West Central Schuylkill Low Level - 7 plans checked and revised
Southwest Main Gravity Intercepting Sewer - portion 47th Street and Paschall
Avenue to 43rd Street and Locust Street; also Mingo Avenue,
Mingo Creek to Essington Avenue - (6 plans checked and completed)
Central Schuylkill Pumping Station - 5 plans being revised for changes to
pump layout, wet wells, screen chamber, relocation of
transformers, and addition of High Pressure water supply
pumping station.
Lower Delaware Low Level Intercepting Sewer: portion - Southeast Treatment
Works to McKean Street and Swanson Street - 4 plans checked
and completed.

Sewage Disposal Project (continued)

Northeast Sewage Treatment Works - additional aeration and sedimentation tanks, influent and effluent conduits, separate sludge digestion and storage tanks, etc. - contract plans being prepared.

Intercepting Chambers - East Central Schuylkill Low Level - 5 contract plans being prepared.

Mechanical Developments:

Sewage Flow Meter

Integral hydraulic cylinder and sluice gate

Reversing valve

Snap valve

Float box

Standard Specifications of Department of Public Works

Revisions of following specifications for:

Excavation, refilling, grading, etc.

Sewers

Piles, Platform and timber work

Masonry

Structural iron and steel

Standard Contract Requirements for Construction of Sewers at Private Cost

Entirely revised.

S. Davis Wilson Airport

Record Airfield Plan

Stormwater drainage plan

Detail drainage - 8 plans

Plan of Airport location showing proposed vehicular tunnel

Contract plans grading and drainage No. 1 Runway

Detail plan for 6" cast iron lateral to drain

Survey plan - location of new temporary Administration Building

Plan showing location of obstructions on line of No. 1 Runway

Plan and profile - relocation railroad lines for agreement

Material estimate - W.P.A. project

Pavement grades and drainage studies - Administration Building and loading area

Boundary calculations

Proposals for materials for Stormwater Drainage System

Bridge Division

Retaining wall - Hutchinson Street, Nedre Avenue to Champlost Avenue

" " Solly Street, Fairview Street to Crispin Street

" " Fairview Street, Solly Street to Hess Street

" " Crispin Street, Stanwood Street to Solly Street

Mill Road Bridge, - Checking steel estimate of contractor

State Road over Poquessing Creek - estimate of new bridge

Ashburner Street Bridge - final revision and check of contract drawings

Bridge Division (continued)

Allegheny Avenue, 20th and 21st Street - final revision and check of contract drawings
 Mt. Airy Avenue Bridges over (" " " " " " " " drawings
 Reading Co. and Sprague Street (checking shop drawings and estimates
 Lincoln Avenue Bridge over Cresheim - drafting and estimate
 Margaret-Lefevre Street Bridge over Frankford Creek - preliminary design and
 estimate; design studies of foundations and superstructure.
 Ashburner Street - map of adjacent bridges
 Removable Running Track - Convention Hall - design and drawings

Marqueses and Canopies:

Family Theatre,	1511 Market Street
Jerry "	3rd and Snyder Avenue
U.S.M.C. Depot,	Broad & Washington Avenue (2 canopies)
Ace Theatre,	Kensington Avenue near Womrath Street
Rialto "	Germantown Avenue & Tulpehocken Street
Tioga "	3542 N. 17th Street
Lane "	Broad Street at 67th Avenue
Doris "	49th above Woodland Avenue
Mayfair "	5917 Market Street
Adelphia "	52nd & Media Streets
Century "	Eric Avenue and Marshall Street
Chelton "	Chelton Avenue and Anderson Street
Alden "	Midvale Avenue and Cresson Street

Checking Applications of Public Utilities for interference with sewers:

Philadelphia Gas Works	320
Bell Telephone Company	89
Phila. Electric Company	54
" " " (steam)	3
Keystone Telephone Company	8
Phila. Rapid Transit Co.	
" " " conduits	5
" " " tracks	27
Reading Company	1
Penna. Railroad Co.	2
Bureau of Eng. Sur. & Zoning	56
Bureau of Water	79
Miscellaneous	50
Total	<u>714</u>

Mimeographing Forms and record sheets for Zoning Division
 District Offices
 Registry Division

Proposals for Works Progress Division (W.P.A.)
 Proposal and Specifications for City Architect (S. Davis Wilson Airport)

Filing plans for Sewer Division, Bridge Division, Grade Crossing Division

Miscellaneous

Culvert, Dorcas Street north of Faunce Street
Retaining wall, Redeptorist Fathers, Frankford Creek and Bristol Street
Pier and Marine Railway - Delaware River between Bleigh and Sheluire Streets
Mingo Creek improvement
Roosevelt Boulevard, Oxford Circle to Pennypack Circle - inlet locations
and special inlet design
Tioga Street, Balfour to Allen Streets - special inlet
Willow Street, 5th to Randolph Streets - Reading Railway track layout for
sewer reconstruction.
Map and Profile - Frankford Creek and interceptors for U. S. Army Engineers.
Norris Street and American Street - railroad siding.
Record Drainage Sheets revised for City Plan changes and sewer construction
Representation on Coordination sub-committee of Utilities Technical Committee.

BUREAU OF ENGINEERING, SURVEYS AND ZONING

ANNUAL REPORT

1938

D R A I N A G E

During the year 1938 contracts were entered into for one main sewer and six branch sewers which together with the completion of seven sewers at private cost and drainage structures built under the sewage disposal project made a total increase of 2.04 miles to the drainage system of the City.

At the end of 1938, there was a total of 1,791.47 miles of sewers completed within the limits of the City of Philadelphia.

WASHINGTON LANE SEWER BETWEEN MANSFIELD AVENUE AND RUGBY STREET

This is a 4'6" x 3'0" brick sewer decreasing to a 3'6" x 2'4" brick sewer, the length constructed being 2,025 feet. Work was started in 1937, and completed this year at a cost of \$31,598.44.

HASBROOK STREET FROM COTTMAN AVENUE TO POINT OF CONNECTION WITH THE SEWER SYSTEM OF CHELTENHAM TOWNSHIP AND IN COTTMAN AVENUE FROM HASBROOK STREET TO BINGHAM STREET.

A 7'0" x 5'6" reinforced concrete stormwater conduit with 15" vitrified pipe in concrete sanitary sewer. The part along Hasbrook Avenue was completed this year, a distance of approximately 1,060 feet. The contract is limited to \$156,000.00

BRIDGE CONTRACT WORK

MILL ROAD (71st STREET) OVER COBBS CREEK

This bridge is composed of steel girders encased in concrete with stone faced masonry and is 46 feet 3 inches clear width and 51 feet long between bearings. Approaches are included in the contract. Work was started in 1937, and completed this year. The total cost amounted to \$31,036.78, half of which was paid by Delaware County.

SEWAGE DISPOSAL PROJECT

The contract for Intercepting Chambers and appurtenant work to connect to the Upper Frankford Creek Low Level Collecting Sewer and to the Lower Frankford Creek Low Level Collecting Sewer entered into during 1937 was completed this year. The work consisted of nineteen intercepting chamber units and is the last step in clearing the Frankford Creek of sewage. The total cost was \$239,387.94.

BUREAU OF ENGINEERING, SURVEYS AND ZONING

ANNUAL REPORT

1938

DRAINAGE

During the year 1938 contracts were entered into for one main sewer and six branch sewers which together with the completion of seven sewers at private cost and drainage structures built under the sewage disposal project made a total increase of 2.04 miles to the drainage system of the City.

At the end of 1938, there was a total of 1,791.47 miles of sewers completed within the limits of the City of Philadelphia.

WASHINGTON LANE SEWER BETWEEN MANSFIELD AVENUE AND RUGBY STREET

This is a 4'6" x 3'0" brick sewer decreasing to a 3'6" x 2'4" brick sewer, the length constructed being 2,025 feet. Work was started in 1937, and completed this year at a cost of \$31,598.44.

HASBROOK STREET FROM COTTMAN AVENUE TO POINT OF CONNECTION WITH THE SEWER SYSTEM OF CHELTEMHAM TOWNSHIP AND IN COTTMAN AVENUE FROM HASBROOK STREET TO BINGHAM STREET.

A 7'0" x 5'6" reinforced concrete stormwater conduit with 16" vitrified pipe in concrete sanitary sewer. The part along Hasbrock Avenue was completed this year, a distance of approximately 1,060 feet. The contract is limited to \$158,000.00

BRIDGE CONTRACT WORK

MILL ROAD (71st STREET) OVER COBBS CREEK

This bridge is composed of steel girders encased in concrete with stone faced masonry and is 46 feet 3 inches clear width and 51 feet long between bearings. Approaches are included in the contract. Work was started in 1937, and completed this year. The total cost amounted to \$31,036.78, half of which was paid by Delaware County.

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CITY OF PHILADELPHIA
 DEPARTMENT OF PUBLIC WORKS
 BUREAU OF ENGINEERING, SURVEYS AND ZONING
 CITY HALL ANNEX

MARTIN J. McLAUGHLIN
 DIRECTOR
 JOHN H. NEESON
 CHIEF OF BUREAU

REPLY AND REFER TO BES - TJT:S

January 14, 1939

From: Permit Division
 To: Mr. John E. Allen, Principal Assistant Engineer
 Subject: ANNUAL REPORT FOR YEAR 1938 - PERMIT DIVISION

Permits	434
Connections made to Single System	1,942
" " " Double System	194
Inspections to repair laterals and old connections	139
Special Inspections to Sewers	<u>86</u>
Total Inspections	2,361
Total plans filed	30
Inspectors' diaries	18

General routine of the office - Information daily to architects, builders, title men, plumbers and assignments to two inspectors.

There is a decrease in Permits and Receipts for 1938, due to labor trouble.

Total Receipts - \$14,836.84.

THOMAS J. TAGUE,
 Permit Division.

39-1938



CITY OF PHILADELPHIA
 DEPARTMENT OF PUBLIC WORKS
 BUREAU OF ENGINEERING, SURVEYS AND ZONING

MARTIN J. McLAUGHLIN
 DIRECTOR

JOHN H. NEESON
 CHIEF OF BUREAU

CITY HALL ANNEX

BES - TJT:S

January 14, 1939

REPLY AND REFER TO:

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To: Mr. John E. Allen, Principal Assistant Engineer
Subject: ANNUAL REPORT FOR YEAR 1938 - PERMIT DIVISION

Permits	434
Connections made to Single System	1,942
" " " Double System	194
Inspections to repair laterals and old connections	159
Special Inspections to Sewers	86
Total Inspections	2,861
Total plans filed	30
Inspectors' diaries	18

General routine of the office - Information daily to architects, builders, title men, plumbers and assignments to two inspectors.

There is a decrease in Permits and Receipts for 1938, due to labor trouble.

Total Receipts - \$14,836.84.

THOMAS J. TAGUE,
 Permit Division.

ANNUAL REPORT ----- 1938.

City Plans Division, Bureau of Engineering, Surveys & Zoning.

Two of the personnel of this division have been transferred temporarily:
Raymond J. Begueki to the 5th Survey District,
Albert W. Meser to W. P. A. Land Use Project No. 18313.

The remaining personnel comprising two men were engaged in the following work:

Annual Statistical Report of work done in eleven survey districts for 1937.

Spot Map - Geographical distribution of surveys in all survey districts by mile zones.

Map of Phila. showing city streets in Philadelphia on Penna. State Highway System - Scale 1" - 2500'

Study of revised layout and location of proposed removable running track for Convention Hall, 34th St., and Vintage Ave..

Plans and Exhibits prepared, assembled and arranged in exhibition space for Federal Housing Administration exhibition held in Commercial Museum, Feb. 13th to Feb. 26th.

Map of Air, Rail, and Marine Terminal, Hog Island, Phila.- Scale 1"- 1000', showing runways, seaplane base and rail and marine locations.

Plan of BENJAMIN FRANKLIN PARKWAY from City Hall to Fairmount Park, Scale 1" - 50' showing existing conditions; buildings, monuments, landscaping, etc. as of June 1st.

Revised Ward Map of Philadelphia.

Sample Tax Maps and Index Map for use by Board of Revision of Taxes Study in establishing new methods for recording property assessments per front feet in Philadelphia.

Chart of Sheriff Sales in Philada.. 1929 to 1938.

The personnel has been continuously engaged in preparing index cards showing legal status of street openings and recording the information in colors on the index cards and plotting the information on blue line index plates, scale 1"- 500' for use in Street Data Map of Philadelphia, a unit of the Works Progress Administration Land Use Project No. 18313.

Many miscellaneous plans and studies were prepared, assembled and revised.

City Plans Division Report 1938 Cont.

Numerous copies of the sectional maps of Phila., scale 1" - 1000' and scale 1"- 500' have been distributed to various other branches of the city departments, to public and semi-public corporations, welfare organizations; also were used as a basis for studies by many federal W.P.A. projects throughout the city.

The division obtains the building permits issued daily from the Bureau of Building Inspection as a check on delinquency in ordering surveys throughout the city and zoning permits and also is used in keeping up to date the W.P.A. Land Use Project No. 19313 changes in land use.

The division collects considerable data upon various phases of planning and housing and prepares many maps and charts for use in answering inquiries from other cities and countries, covering the design and character of the Philadelphia City Plan.

TESTING LABORATORY

ANNUAL REPORT - 1938

Work during 1938 consisted of chemical and physical testing of materials for construction and maintenance in accordance with their respective specification requirements as submitted by the various City departments and bureaus; investigation of materials proposed for use on City contracts and on various failures; formulation and revision of specification consulting service; inspections, sampling and sample collection.

Efficiency standard on all work is maintained at the highest possible level by virtue of the laboratory's connection with standard organizations of national repute. The laboratory has direct contact with the American Society for Testing Materials, holding membership on four of its major and seven of its sub-committees, and thus directly aids the Society in formulating its standards and test methods for materials. The City adopts and uses many of the standards published by this Society.

Periodic cooperative tests were performed with various laboratories of recognized standing to establish the efficiency ratio between the same; the importance of this is that many of these laboratories are allied with business concerns who sell their products to the City. Many investigations were performed for the various branches of the City service; included are

Failure of high capacity electrical cables at Byberry -	Electrical Bureau
To prepare formula for solder and thus use recovered metallic lead -	" "
Covering hard carbon formations on oil burners at City power plants -	Supplies & Purchases
To referee a dispute on quality of coal, between a coal contractor and Dept. of	" "
Failure of electrical cable controlling the signal system in North Broad Street Subway -	Dept. City Transit
Search for source of dangerous quantity of gasoline present in North Broad Street Subway -	" " "
Covering the safety of propane gas storage on site of Cramp's Shipyard -	Fire Marshall
Search for source of dangerous quantity of gasoline in Bell Telephone manhole -	" "
Aiding the preparation of air conditioning equipment and installation specifications -	" "
Aiding in revision of specifications for materials of construction -	Dept. Public Works
Revision of paint specifications -	Supplies & Purchases
Revision of Fire Hose specifications	" "

Inspection and tests were performed on three high early high strength Portland cements to obtain the necessary data to classify them for the City's list of approved brands of hydraulic cement. Periodic check tests of concrete were performed with the local central mix concrete plants.

The Bureau of Building Inspection has been active in checking materials of construction under its control and has extensively used the laboratory service of performing specification tests, inspections and investigation.

Early in the year the laboratory lost the services of two assignment employees - one from Water Bureau and one from the Highway Bureau; of necessity this force reduction greatly impeded the work submitted by these two bureaus.

During October and November, a P.W.A. project for cleaning and painting the laboratory was performed, and conditions during this project necessitated a curtailment of testing work.

The appended tables show the total, variety, distribution and percentage of distribution of the tested specimens.

Total Number of Specimens - 1938

Air Equipment	40
Boiler Feed Water	1280
Boiler Compounds	2
Brick	91
Cement, hydraulic	406
Concrete Aggregate	26
" Beams	89
" Building Block	87
" Cores	50
" Cylinders	1058
Fabrics	22
Fuels	730
Metals, Ferrous	179
" Non-Ferrous	33
Miscellaneous materials	79
Oil, lubricating	42
Paint & Paint Materials	132
Road Materials	133
Rock, wear test	11
Rubber Compounds	6
Soap & soap materials	4
Tile	40
Water, sewer	4
	<hr/>
	Total 4,544

Distribution of Total Specimens - 1938

	<u>No. Specimens</u>	<u>%</u>	<u>No. Specimens</u>	<u>%</u>
Department of City Transit			378	8.3
Department of Public Health			321	7.1
Department of Public Safety			234	5.1
Bureau of Building Inspection	168	3.7		
Electrical Bureau	14	0.3		
Fire Marshall	50	1.1		
Traffic Engineer	2	0.0		
Department of Public Welfare			640	14.1
Department of Public Works			2255	49.6
Bureau of City Property	5	0.1		
" Engineering, Sur. & Zoning	924	20.3		
" Highways	846	18.6		
" Water	480	10.6		
Department of Supplies and Purchases			699	15.4
Department of Wharves, Docks and Ferries			17	0.4
			<hr/>	
	Total		4544	100.0

Specimens for Chemical Test - 1938

Air Equipment		40
Boiler Feed Water		1280
Boiler Compounds		2
Cement (chemical analysis)		9
Coal		2
Anthracite	393	
Bituminous	103	
Ash	6	
Fabrics		19
Metals		88
Ferrous	69	
Non-ferrous	19	
Miscellaneous materials		72
Oils		267
Fuel	166	
Gasoline & headlight	59	
Lubricating	42	
Paints and paint materials		132
Driers	10	
Mixed paints	42	
Linseed oil	17	
Pastes	30	
Pigments	12	
Turpentine	10	
Varnish	11	
Road Materials		133
Asphalt (misc. samples)	18	
" cement	54	
" wearing surface	54	
Tar	7	
Rubber Compounds		3
Sand		3
Soap and soap materials		4
Water (sewer)		4
	TOTAL	<u>2558</u>

Distribution of Chemical Specimens - 1938

Department of City Transit		148
Department of Public Health		321
Department of Public Safety		78
Bureau of Building Inspection	12	
Electrical Bureau	14	
Fire Marshall	50	
Traffic Engineer	2	
Department of Public Welfare		640
Department of Public Works		665
Bureau of City Property	5	
" Engineering, Surveys & Zoning	15	
" Highways	179	
" Water	466	
Department of Wharves, Docks & Ferries		16
Department of Supplies & Purchases		<u>690</u>
	TOTAL -	2558

Specimens for Physical Test - 1938

Ash		3
Brick		91
Sewer	61	
Paving	30	
Concrete		1307
Aggregate - coarse	12	
" fine	11	
Beams	89	
Building block	87	
Cores	50	
Cylinders	1058	
Fabrics		3
Metals		124
Ferrous	110	
Non-ferrous	14	
Miscellaneous materials		7
Rock (wear test)		11
Rubber compounds		3
Tile		40
	TOTAL -	<u>1589</u>

Distribution of Physical Specimens - 1938

Department of City Transit		79
Department of Public Safety		136
Bureau of Building Inspection	136	
Department of Public Works		1365
Bureau of Engineering, Surveys & Zoning	844	
" Highw ays	508	
" Water	13	
Department of Wharves, Docks & Ferries		1
Department of Supplies & Purchases		8
	TOTAL -	<u>1589</u>

Hydraulic Cement Specimens - 1938

Domestic Hydraulic Portland Cement		377
Foreign	" " "	3
Mortar Cement		<u>17</u>
	TOTAL -	397

Distribution of Cement Specimens - 1938

Department of City Transit		151
Department of Public Safety		20
Bureau of Building Inspection	20	
Department of Public Works		225
Bureau Engineering, Sur. & Zoning	65	
" Highways	159	
" Water	1	
Department of Supplies & Purchases		<u>1</u>
	TOTAL -	397

BUREAU OF ENGINEERING, SURVEYS AND ZONING.

J. H. NEESON, Chief Engineer and Surveyor.

ANNUAL REPORT - 1937

The Bureau of Engineering, Surveys and Zoning, has functions comprising planning, construction, investigation and reports. The construction activities comprise new City bridges; participation, with the railroads entering the City, in the elimination of grade crossings and railroad improvements; the construction of sewers and drainage structures, and such additional operations as may be assigned; plans for street improvements and other classes of construction are prepared for carrying out, under contract by other bureaus and departments. The routine duties comprise the control and operation of a laboratory for the physical and chemical testing of materials entering into construction and also the supplies purchased for the maintenance and operation of the various City institutions and plants, the issuance of permits for connections to the drainage system; the investigation and control of trade wastes, the investigation of drainage and flooding complaints; the checking and approval of applications for highway occupation by public utilities to the Highway Supervisors; the checking and approval of structural designs submitted for the work of railroads; utilities and private interests; regulating and restricting height, locations, size, bulk and use of buildings or land, in the City; and general engineering investigations of various projects affecting the interests of the City.

The Bureau of Engineering, Surveys and Zoning, also comprises the Board of Surveyors who are the developers of the City Plan and the official measurers of real estate and of the quantities of work done and materials furnished under contract for the City construction work; they also furnish the lines and grades for construction operations within the highways of the City; the registering of land deeds and the recording of transfers of property are also functions of the Bureau.

The work of the SURVEY DISTRICTS is outlined as follows:

LOTS STAKED: - For building purposes, etc.,	2,036
Grades furnished for new buildings,	2,468 lin. ft.
CONVEYANCE; - Properties surveyed, plans and descriptions	4,115
FARM SURVEYS: -	220.3 acres
MISCELLANEOUS SURVEYS: - made or staked	47
CURB REGULATIONS: - including curb measured and certified	201,144 lin. ft.
curb corners staked out	590
FOOTWAYS: - paving or repaving measured and certified	15,778 sq. yds.
curb and footways assessment bills prepared	712
ALLEYS AND DRIVEWAYS:- plans for repaving and paving, lines & grades	134,603 lin. ft.
paving or repaving measured and certified ...	44,705 sq. yds.
assessment bills prepared	7,253
SUB-DIVISION PLANS (96 made) - lots shown	1,121
ARCHITECT PLANS	49
WHARF PLANS - Plans and surveys (8), lines furnished for	3,237 lin. ft.
MISCELLANEOUS PLANS -	142
CITY PLANS: - small city plans prepared; sectional city plans prep.	
compiled city plans (42)	1,428 acres
acres surveyed for new & revised sectional plans and	
covered by stoning or restoning	1,163 acres

Monuments set.....	172
Levels run to establish grades or benches	74,800 lin. ft.
Reports on City plan changes; deeds, releases, etc., and description prepared for deeds of dedication	206
LAW PLANS - prepared for Board of View; various legal purposes	95
PASSENGER RAILWAYS - Streets covered; lines and grades furnished...	122,690 lin. ft.
UTILITY COMPANIES - Streets covered; lines and grades; report on applications for footway locations.....	9,358 lin. ft.
	413
BRIDGES - Lines and grades furnished (4 plans).....	50 lin. ft.
DRAINAGE - Preliminary surveys and plans made for sewers (49).....	43,365 lin. ft.
Lines and grades furnished	13,378
Trench excavation and masonry measured	2,217 cu. yds.
Inlets staked	264
Lateral pipe and inlet connect. measured	14,532 lin. ft.
Plans of constructed sewers and appurtenances pre. (32).	12,877 lin. ft.
Assessment bills	24
WATER PIPE - Plans prepared for Water Bureau and Water Companies (39)	40,027 lin. ft.
Lines and grades furnished	40,184 lin. ft.
Lines & grades for fire hydrants (23) reports on grades of streets for water pipe to be laid (5).....	28
CURRENT ESTIMATES	110
REPORTS - Street openings; street improvements; including plans and estimates; mandamus certificates; Chief Engineer reports; Miscellaneous	1,055
LIENS - Descriptions prepared for any Department or Bureau	17
ZONING - Properties posted for Board of Adjustment or Road Day notices	331
PERMITS - Bureau of Building Inspection - number investigated	3,441
MISCELLANEOUS - Blue prints of old property plans	119
Lin. feet of stake outs; curb and gutter marks; lines & grades, Street lines; paving; grading; drainage	145,121 lin. ft.
Plans and profiles	21,927 lin. ft.
Plans and sketches	379
Letters certifying no change in property plans	25
Cross sections and estimates - Hog Island mole.....	463,203 cu. yds.
Plans and estimates runways - S. Davis Wilson Airport.....	7,043 lin. ft.
	101,864 cu. yds.
Plans - acreage covered (5 plans).....	1,324.5 acres
Drainage, survey and plans (2 plans).....	6,040 acres
Buildings staked for Bureau of Street Cleaning	1
GRADING - Plans and preliminary estimates (102).....	105,902 lin. ft.
Cubic yards measured, cut and fill.....	613,791 cu. yds.
Street covered	88,000 lin. ft.
Lines and grades furnished	311,487 lin. ft.
PAVING - Plans prepared for paving (31).....	42,689 lin. ft.
Square yards measured and certified.....	89,241 sq. yds.
Linear feet street covered	27,025 lin. ft.
Linear feet lines and grades furnished.....	123,880 lin. ft.
Assessment bills.....	144
REPAVING - Plans prepared for repaving (81).....	107,778 lin. ft.
Square yards measured and certified.....	199,534 sq. yds.
Linear feet street covered.....	49,142 lin. ft.
Lines and grades furnished	241,851 lin. ft.
COMPLETED CONTRACTS - Private sewers and drains.....	\$84,994.00
Paving and improvement.....	\$269,038.00
Repaving and resurfacing	\$521,158.00
	Receipts
	\$875,190.00
DISTRICT CASH RECEIPTS	\$ 93,937.70

TRAFFIC - Reports on complaints; number of traffic lanes marked; investigations of coordinated signal lights; investigation single signal lights (4,321)

THE PLANS AND REGISTRY DIVISION:- An increase is shown in the number of property transfers registered and other Book Room work of approximately 30% over 1936. The preparation of the Registry plates, to take the place of old atlas sheets and maps is nearly completed, but the work was delayed during 1937 by the temporary transfer from the Division of several men engaged in this work. A WPA Project, copying Registry Books, has been in progress since March, 1937 and twenty-two books completed to the end of the year.

DETAILED SUMMARY

Transfers plotted	49,067
Original lots plotted	3,235
Certificates of registered owners issued to public	39
Certificates of registered owners issued to Law Department	18
Plan books examined by the public and officials	193,709
Descriptions filed	45,581
Descriptions filed from 1865 to 1937, inclusive	2,939,130
Titles examined for plan book entries	4,757
Certificates of street openings issued to City Departments	16
Miscellaneous plans drawn for City Departments	56
Miscellaneous receipts	\$36.50
Affidavits of street openings filed	9
Streets opened by affidavits	6
City plans ordered	34
Confirmed City plans filed	23
Jury plans ordered	5
Approved street railway plans filed	5
Jury plans filed	7
Deeds of dedication filed	74
Deeds of dedication recorded	68
Releases of abutting owners filed	11
Releases of abutting owners recorded	8
Cost of recording deeds and releases	\$38.00
Plans loaned out	620
Old Registry plates plotted	27
New Registry plates (in process of preparation)	14
Subpoenas issued against Registry Division	198
Appearances in Court	137
Amount of Witness Fees collected	\$332.00

ZONING DIVISION:- There has been a decided increase in the activities of the Zoning Division which has produced corresponding increases in receipts that have been turned into the City Treasury. The cash receipts for 1937 amount to \$21,841.00, as against \$16,715.00, for 1936.

All related activities increased accordingly and the work was carried on with no increase in the personnel. The various activities of the Division are outlined in the following table which also shows the increase.

ZONING DIVISION for Years 1936 - 1937.

	1936	1937	Percentage Increase
Number of requests for information	14,702	22,633	53.9%
Number of applications filed	6,585	10,354	57.2%
Number of Zoning permits issued	4,309	5,818	35.%
Number of Use Registration Permits issued	1,883	2,183	15.9%
Number of References to Board of Adjustment	208	266	27.8%
Number of Applications "Permit not required"	2,586	4,607	78.2%
Number of Zoning Permits refused	856	944	10.3%
Number of Use Registration Permits refused	559	804	43.8%
Number of refusals appealed to the Board of Adjustment	971	1,223	26.%
Number of Inspections	706	931	31.9%
Number of Complaints investigated	135	141	4.4%
Number of Vouchers issued	3,178	4,251	33.8%
Amount of Cash Receipts	\$16,716.	\$21,841.	30.7%
Number of true copies of applications for Board of Adjustment	1,056	1,332	26.1%
Number of sign applications (Highway) acted upon	2,567	1,212	52.8% Decrease
Number of Dexcriptions, for Dist. Class. changes made for Board of Adjustment	78	114	46.2%
Number of letters to Fire Marshal for his approval or disapproval of use	---	154	-
Number of Changes of Zoning Maps made by Ordinance of Council	47	66	40.4%
Number of changes of Zoning Maps proposed by Resolution of Council	126	115	8.7% Decrease

DESIGN DIVISION:-- The work of the Design Division included the design and contract plans for sewers at 43 locations, of which 33 were for construction at private cost, for mechanical intercepting gates at 4 locations, and sewage flow gauging stations at 4 locations along Stenton Avenue to measure the quantity of sewage received from Montgomery County as a basis for bills rendered under the inter-county agreement.

Contract plans were completed for the grade crossing eliminations at Mt. Airy Avenue and at Allegheny Avenue and the tracks of the Reading Company. It is expected that these operations will be carried out with Federal Fund participation through the Pennsylvania State Department of Highways and in combination with City and Reading Company.

The design of the S. Davis Wilson Airport was completed and construction plans prepared for the runways, drainage, beacon tower, access streets and the relocation of the tracks of the Pennsylvania Railroad Company to avoid interference with the Airport construction and operation.

Studies and preliminary estimates were made for drainage extensions and corrections at 57 locations and for bridges at 6 locations. In addition, plans prepared by Railroad Companies for bridge structures at 4 locations were checked for design, strength and cost.

Private plans for marquees, vaults, canopies and signs projecting into the highways were checked for design and strength before permits were granted to 21 locations.

Permit applications made by Public Utility Companies for occupation of space in the highways were investigated and check to the total of 815.

Miscellaneous routine operations involved the study and report on a number of retaining wall corrections on private property, driveway conditions, traffic relief and highway interferences, capacity of stormwater culverts and drainage waterways. Also the preparation of specifications, proposal forms, record sheets, procedure forms and the mimeographing of same for various Departments and Bureaus and for the City participation in the projects of the Works Progress Administration.

CONSTRUCTION DIVISION:- During the year 1937, there was made available for the construction of sanitary and stormwater sewers \$1,360,000.00. Later in the year, an enabling ordinance was passed and one contract was entered into, the work of which is still proceeding.

The completion of eleven (11) private sewer contracts made an increase of 1.64 miles of sewer to the drainage system of the City. At the end of 1937, there was a total of 1,789.43 miles of sewers within the limits of the City of Philadelphia.

WASHINGTON LANE SEWER BETWEEN MANSFIELD AVENUE AND RUGBY STREET:- This is a 4'6" x 3'0" brick sewer decreasing to a 3'6" x 2'4" brick sewer. Work was started in 1937, and 45% is now complete. The limit of contract is \$35,000.00.

BRIDGE CONTRACT WORK:

MILL ROAD (71st Street) OVER COBBS CREEK: - This bridge is composed of steel girders encased in concrete with stone faced masonry and is 46 feet 3 inches clear width and 51 feet long between bearings. Approaches are included in the contract. The total cost of this contract is \$31,200.00, half of which will be paid by Delaware County. The work is 70% complete.

SEWAGE DISPOSAL PROJECT: - A contract for Intercepting Chambers and appurtenant work to connect to the Upper Frankford Creek Lw Level Collecting Sewer and the Lower Frankford Creek Low Level Collecting Sewer was entered into and is 80% complete. This work consists of nineteen (19) intercepting chamber units and is the last step in clearing the Frankford Creek of sewage. The contract is limited to \$240,000.

THE S. DAVIS WILSON AIRPORT: - During 1937, sealed proposals were received for Stormwater Conduits, Electrical Work, Beacon Tower and Excavation of Drainage Ditches at S. Davis Wilson Airport. A contract was entered into for the Stormwater Conduits to the amount of \$7,500. and 50% of the work was completed in 1937. Another contract was entered into for Excavation of Drainage Ditches but no work was done in 1937. This contract amounts to \$7,660.

The following WORKS PROGRESS ADMINISTRATION PROJECTS were supervised by the Construction Division:-

THIRTIETH STREET VIADUCT FROM WALNUT STREET TO ARCH STREET: - Stopped leaks through the concrete deck, installed copper flashings and gutters at all expansion joints; and blasted the rust from the structural steel; applied red lead paint and repainted all of the structural steel with two coats of white lead.

DREDGING IN THE SCHUYLKILL RIVER BETWEEN FAIRMOUNT DAM AND STRAWBERRY MANSION BRIDGE:- Silt was removed by dredging, making possible extensive river sports. The embankments on the west side between Fairmount Dam and Girard Avenue Bridge were widened and graded, in a suitable manner for the accommodations of thousands of people observing organized water sports.

MUNICIPAL STADIUM;- Additional toilet facilities were built in at the two north ends of the Stadium proper, and new toilets were erected at the extreme north end in the rear of the new stands for the accomodation of the additional 30,000 people seating capacity. The new north stands were completed.

The interior of the Broadcasting Booths were rebuilt and considerable miscellaneous work was done in preparation for the ARMY-NAVY Football Game.

CONVENTION HALL; - A project was started in December, 1937, to erect a steel fence across the east end of the upper level driveway around the building.

PERMIT DIVISION

Permits516
Connections made to single system	2,259	
Connections made to double system	342	
Inspections to repair lateral and old connections	169	
Special inspections to sewers	50	
	Total inspections (2,820)	2820
Total plans filed		27
Inspectors' diaries		21
General routine of the office - information daily to architects, builders, title men, plumbers and assignments to two inspectors.		

Total receipts for 1937 - \$18,871.74, which is a \$6,734.35 gain over last year

PLANS DIVISION;- The General Plans unit, which develops the City Plan and does related research work of the Department of Public Works, prepared during the year, in addition to numerous planning studies, a wide variety of special plans and field work in connection with important municipal events, and collected considerable data upon various phases of planning and prepared many maps and charts for use in answering inquiries from other cities and countries. The following, illustrates the type of work done by this Division:-

Plans - Exhibits prepared, assembled and arranged in exhibition space for Federal Housing Administration Exhibition held at Convention Hall - February 13, 1937.

Tracing - Properties, buildings, etc., adjacent to Parkway from 22nd Street to the Schuylkill River, Race Street to Parkway.

Study of park drives leading to City Avenue bridge over Schuylkill River between Wissahickon Drive, Ridge Avenue and City Avenue Bridge.

Study plan - lines and grades revision for proposed housing project on Old Glenwood Cemetery - Ridge Avenue., Glenwood Avenue and 25th Street.

Studies and assembling Liberty Bell Poster with 13 historical pictures thereon for publicity purposes in connection with Constitution Celebration held in September.

Six study plans - Northside of Parkway from City Hall to Fairmount Park. Showing buildings, assessments thereon of properties adjaecnt to Parkway; assessments as of 1931 and 1937 showing assessment trends.

TESTING LABORATORY:- The Testing Laboratory continued the chemical and physical testing of materials for construction work, supplies and purchases for the various City Departments and Bureau and maintenance of Institutions. It also assisted in the investigation of materials proposed for use under City contracts, the preparation of specifications for materials, investigation of failures of materials and, through the Bureau of Building Inspection, has maintained a check on materials used in private construction.

The Laboratory maintains membership in the American Society for Testing Materials and participates directly with that body in formulating standard specifications and test methods for materials and methods of construction and maintenance.

Plant inspections and tests were made of four hydraulic Portland cements to determine their qualifications for inclusion in the list of approved cements for use under City contracts. At the request of the Fire Marshal, an investigation was made of a failure in a refrigeration plant resulting in a fatality and a report rendered covering regulations governing the safe operation of such plants.

Tests were made during the year to a total number of 6678 distributed as follows:

Department of Public Works -	4,067
Department of Public Safety -	459
Department of Public Health -	326
Department of City Transit -	401
Department of Public Welfare	618
Department of Wharves, Docks & Ferries	21
Department of Supplies and Purchases	734
Fairmount Park Commission	2

With the designation by the Mayor of the Chief Engineer as Secretary of the Mayor's Committee, the Bureau became a clearing house for all WORKS PROGRESS ADMINISTRATION PROJECTS submitted by the various City Departments and Bureaus. Numerous projects were tentatively proposed, covering almost every phase of municipal functional activities, including new construction; rehabilitation and repairs to structures; extensions to plants for increased efficiency in operation; revival of maintenance work deferred because of inadequate appropriations; and surveys under the heading of White Collar Projects, covering such things as traffic counts; data relating to housing conditions; investigation of buildings to determine their usefulness and safety of occupancy; investigation of fire hazards; boiler and elevator inspection; compilation of information as to conditions in City institutions, notably those having to do with the operation of the Departments of Public Health and Public Welfare; preparation of plans and specifications after architectural surveys for construction of new City institutions or extensive improvements and repairs to existing ones. Generally speaking, these were the principal classifications of W.P.A. Projects, but included among them were all of the activities that normally constitute the proper operation of a municipality. For all, there was need of Federal aid and cooperation. Because of the depressed financial conditions of the City, and enforced retrenchment which first began to develop in 1930, upkeep and maintenance work of various City units had been deferred. The opportunity to participate in Federal Aid grants has, therefore, been of considerable benefit to the City and its taxpayers, in addition to giving work to the unemployed. These projects, which have been operating continuously throughout the year, have contributed to the social and economic welfare of the City.

During the year - 95 projects were selected and forwarded to the Works Progress Administ ater. Of this group, 59 projects were approved, supplying work for 22,622 men at a total cost of \$12,147,691.05. The City's sponsoring contribution, applied to the purchase of materials and supplies, amounts to \$1,287,249.25. This program is the largest and most comprehensive that the City has undertaken since the inception of the

Federal Emergency Relief Program. All of the work incident to the preparation of these projects, insofar as the expenditure of the City's sponsoring contributions is concerned, is under the supervision of the ACCOUNTING & REPORTING DIVISION of the Bureau. This work has mainly consisted of the allocation of funds for materials and supplies, preparation of proposals and requisitions, supervision of the delivery of materials for various approved projects. This Division maintains separate accounts for all records in connection with the disbursement of the \$1,023,000.00 fund made available by City Council. The operation of the Division has been successfully carried on with a personnel 50% less than the immediately preceding years, and, in addition, it has performed all other normal functions of dispensing and accounting for various appropriations made to the Bureau for payrolls and supplies, the maintenance of personnel and other records.

Through the subsidiaries of the Federal Emergency Relief Act, principally WORKS PROGRESS ADMINISTRATION, designed to give immediate relief to the unemployed in public works and related activities not requiring extensive plans or preparation, the City benefited in the completing of several minor public works improvements of noticeably useful value.

Attention is particularly called to the following projects:

Continuing the work of repairing 145 Police and Fire Stations.

Continuing the work of cleaning City Hall.

Repairs to buildings and improvements to grounds at the Philadelphia Hospital for Mental Diseases; House of Correction and the Philadelphia General Hospital.

Additional improvements at the Municipal Stadium including the improvement of toilet facilities, press stands, broadcasting booths, new gates and the completion of the North Stand to a permanent structure.

Grading and improvement to country roads, in outlying sections, particularly Germantown and the Northeast.

Improvement to the Municipal Pumping Stations and Filter Plants at Belmont, Shawmont, Torresdale and Queen Lane.

Improvement to the City Recreational Centers and swimming pools.

Construction of runways - S. Davis Wilson Airport

Installation of City owned automatic Keystone Telephone System.

Laying permanent concrete sidewalks, Ridge Avenue down to Ninth Street, over subway structures.

Dredging Schuylkill River.

Painting Traffic Markings.

In general, it might be said that the year 1937, as a result of the activities inaugurated by the present Administration with funds made available by City Council for the purchase of materials and supplies, and labor payrolls provided by the Federal Government, shows more progress has been made in restoring City structures, in the rehabilitation of worn out official records, and in general maintenance and upkeep, than in the preceding four years combined. Continuation of these efforts cannot help but have an obvious influence on the condition of municipal structures long awaiting repairs because of lack of sufficient funds. The so-called White-Collar projects will, also, if carried to completion, develop such data and information of intrinsic and worthwhile value to the Departments in formulating plans for carrying out future policies that their work must result in more efficient convenient and satisfactory service to the taxpayers.

Respectfully submitted,

J. H. NEESON,
Chief Engineer and Surveyor.

BES:PSF:C
2-8-38.

57-1938

ANNUAL REPORT OF ZONING DIVISION FOR 1937

RECEIPTS, WORK, GENERAL REMARKS: The matter most worthy of note in the whole year's activity is the unprecedented increase in all the figures relating to the work done by the Division. The amount of business transacted by the Division was far and away much greater than for any previous twelve-month period. The surge upward in the receipts for which vouchers were issued really began in December of the previous year and continued unabated up to and through March, after which a gradual but steady decline that persisted through the latter months set in. However, the receipts for October and December were the only months to show a decrease from last year for the same months, - the decrease being \$671 and \$157, respectively. The receipts for the first four months were \$8579, being almost as great as for the whole year of 1934. Those for the first five months were 70% of the whole year of 1936. During the first six months of 1937, \$5418 more was taken in than for the corresponding period in 1936, while the net increase for the year was \$5125 - showing that slightly more than the net increase for the whole year was accumulated in the first six months. The receipts for the latter half of 1937 were practically equal to those of 1936. The total receipts for 1937 and 1936, for which vouchers were issued, were \$21841 and \$16716.

Neither the beginning, duration nor amount of this activity could have been anticipated from any previous experience. One of the factors contributing to the high totals for the early months - one not likely to occur soon again - was the number of demolitions ordered by the Bureau of Building Inspection following the collapse of some dilapidated dwellings with the ensuing furor. The other was the number of building operations for which permits were taken out early so as to get a head start in the spring. Although receipts declined after March, the number of applications did not, for in April more applications were filed than in any month of the Division's existence.

The number of applications filed and acted upon and not the amount of cash receipts is the measure of work done. In 1934 less than 5000 applications, and in 1937 more than

10,000 applications were filed. The Division, however, does other things not connected in any way with applications, as a glance at the items listed in the statistical report will show, but, still the applications filed give rise to the bulk of the work and it must be done right away.

The beginning of the year saw one less man assigned to the Division and with applications flowing in as they were the staff was taxed to the utmost; supplies were used at an unprecedented rate and filing space was at a premium. The supplies and filing cabinets were received just in time. The work was reapportioned and rerouted, facilities rearranged, work speeded up, safe-guards against error reduced and tabulation of what would have proven valuable statistics neglected. On August 7th, one of the staff resigned. Early in November another of the personnel was given a special assignment, temporarily, and at this writing the work of the Division is being done by three less men than in 1936.

DISTRICT CHANGES: The number of ordinances passed by Council, requiring changes in the Zoning Maps in 1936 was 37.3% as great as the number of resolutions passed requesting hearings on proposed changes. The comparable figure for 1937 is 57.4%. These resolutions and ordinances entail much tedious time-consuming work, requiring as they do the drafting of descriptions of the areas included in the changes, the making of the changes and the placing of them on the maps.

LETTERS TO THE FIRE MARSHALL: An item not heretofore occurring in the statistical report is "Letters to the Fire Marshall", of which there were 154. These letters are written to the Fire Marshall whenever an application is made for a use that is per se or may develop into a fire hazard. They are pursuant to a policy adopted following the report of the Mayor's Special Committee on Fire Prevention made August 27, 1936, wherein some definite rules are set forth and specific uses enumerated.

COURT APPEARANCES: Court appearances for cash (not in connection with Zoning or other City or State cases) have increased progressively from 0 in 1933, to 1, 3, 8 and 12

for the years 1934, 1935, 1936 and 1937, respectively.

PERMITS NOT REQUIRED: One very disconcerting thing to be noted is the consistency of the figures, expressing the relation, that the number of applications, pursuant to which no permits are required, bears to the total number of applications examined. These are known in the Zoning Division as "Not Requireds" and for the years from 1933 to 1937 amounted to 41.4%, 41.7%, 43.3% 39.4% and 44.7%, respectively, of all the applications that crossed the counter. Although they do not require permits to be issued, one of these often requires more time and energy to be expended on it than several ordinary applications. In any business - except public business - such a state of affairs would not be tolerated. It is quite probable that in a majority of these cases, if the truth were known, the job required a permit from the beginning or developed into one that did.

REFUSAL NOTICES: Whenever an application was filed and a refusal notice issued, an appeal was made to the Board of Adjustment; 70% of the times in 1937 and 68.7% in 1936. One of these Refusal Notices may be one or several refusals, either Zoning or Use. One application, one refusal notice is the order of the day. These figures do not appear in the statistical report.

SIGNS: The explanation for the decrease of 52.8% in the number of sign applications handled in connection with the Bureau of Highways, is that whereas formerly all applications for signs on the highways passed through the Zoning Division, this past year only those presenting a more difficult zoning question were referred here for a decision. This does not mean that the work here has decreased proportionately or that the total number of applications passing through the Bureau of Highways has diminished.

TRUE COPIES: In May, 1937, a new procedure relating to true copies of applications for hearings before the Board of Adjustment was inaugurated. Theretofore, this Division

Annual Report - Zoning Division - 1937, page 4.

made the true copies and certified to their correctness; now they are made by the applicant but are still carefully checked and certified as to correctness.

Statistical Report is attached hereto.

Respectfully submitted,

Charles MacDonnell

CHARLES MacDONNELL,
Acting Head, Zoning Division.

CM:E

61-1938

REPORT OF ZONING DIVISION FOR YEARS 1936 AND 1937.

	1936	1937	Percentage Increase
Number of requests for information	14702	22633	53.9%
Number of applications filed.	6585	10354	57.2%
Number of Zoning Permits issued.	4309	5818	35.%
Number of Use Registration Permits issued.	1883	2183	15.9%
Number of References to the Board of Adjustment.	208	266	27.8%
Number of Applications stamped "Permit not required".	2586	4607	78.2%
Number of Zoning Permits refused.	856	944	10.3%
Number of Use Registration Permits refused.	559	804	43.8%
Number of refusals appealed to the Board of Adjustment.	971	1223	26.%
Number of Inspections.	706	931	31.9%
Number of Complaints investigated.	135	141	4.4%
Number of Vouchers issued.	3178	4251	33.8%
Amount of Cash Receipts.	\$16716.00	\$21841.00	30.7%
Number of true copies of applications certified for B. of A.	1056	1332	26.1%
Number of sign applications (Highway) acted upon.	2567	1212	52.8%
Number of descriptions, for District Classification changes made for the Board of Adjustment.	78	114	46.2%
Number of letter to Fire Marshal for his approval or disapproval of use.	-----	154	-----
Number of Changes of Zoning Maps made by Ordinance of Council.	47	66	40.4%
Number of Changes of Zoning Maps proposed by Resolution of Council.	126	115	8.7%

NOTE:- Figures in Red Ink denote decrease percentage.

62-1938

ANNUAL REPORT OF ZONING DIVISION FOR 1937

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Annual Report - Zoning Division - 1937, page 4.

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Charles MacDonnell

CHARLES MacDONNELL,
Acting Head, Zoning Division.

CM:E

66-1938

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NOTE:- Figures in Red Ink denote decrease percentage.



CITY OF PHILADELPHIA
DEPARTMENT OF PUBLIC WORKS
BUREAU OF ENGINEERING, SURVEYS AND ZONING
CITY HALL ANNEX

MARTIN J. McLAUGHLIN
DIRECTOR

JOHN H. NEESON
CHIEF OF BUREAU

REPLY AND REFER TO: BES-49;PSF:C

January 14, 1938.

From : Chief Clerk.

To : Mr. E. R. Schofield, Division Engineer,
Mr. J. G. Bailey, " "
Mr. A. F. Burbidge, " "
Mr. A. Zane Hoffman, " "
Mr. G. K. Haldeman, " "

Subject : ANNUAL REPORT - 1937.

Please forward to this office, a report of activities in your Division, covering the year 1937.

The report should be in this office on or before Tuesday, February 1, 1938.

P. S. FISHER,
Chief Clerk.

CC: Mr. Allen
Mr. Buckley
File
cc

68-1938