

**NORTH FRANKLIN TOWNSHIP  
WASHINGTON COUNTY, PENNSYLVANIA  
ORDINANCE: 2 of 2023**

**AN ORDINANCE OF THE TOWNSHIP OF NORTH FRANKLIN,  
WASHINGTON COUNTY, PENNSYLVANIA, AMENDING THE  
TOWNSHIP CODE, SPECIFICALLY ALL REQUIREMENTS FOR  
APPLICATIONS TO ESTABLISH THIS PROCEDURE BE UNIFORM  
AND CONSISTENT THROUGHOUT BY REQUIRING TWO HARD  
COPIES AND AN ELECTRONIC/DIGITAL COPY.**

**WHEREAS**, the Municipalities Planning Code, 53 P.S. §10101 et seq. (the “MPC”), authorizes the Township (the “Township”) to create ordinances for the regulation, administration and enforcement of Township zoning ordinances, codes, etc.; and,

**WHEREAS**, pursuant to its authority under the MPC, the Board of Supervisors of the Township (the “Township Supervisors”) have adopted a Township Code regulating various zoning matters, as well as establishing subdivision and land development matters, etc. that requires applications to be submitted as part of the review procedure; and,

**WHEREAS**, the Township believes there is a need to amend the Code to make all applications requirements uniform and consistent; and

**NOW THEREFORE**, the Board of Supervisors hereby ordains and enacts as follows, incorporating the above recitals by reference:

**SECTION 1. PURPOSE.**

This Ordinance is designed to make the application requirement of two (2) hard copies and an electronic/digital copy be the uniform standard for all applications in the Township.

**SECTION 2. AMENDMENT TO CHAPTER 385 – STREETS AND SIDEWALKS.**

Chapter 385, Article 1, Streets and Sidewalks of the Township Code is amended by replacing the ~~stricken~~ language and adding the following **bolded** language:

§ 385-2 Application; fee; sketch.

The application for a permit shall be on a form prescribed by the Township and submitted to the Township in triplicate. The application shall be accompanied by a fee in accordance with the schedule of fees set forth by the Department of Transportation for highway occupancy permits and restoration charges. In addition, the applicant shall submit ~~three~~ **two hard copies and an electronic/ digital copy** of a sketch showing such dimensions as

the location of the intended facility, width of the traveled roadway, right-of-way lines and a dimension to the nearest intersecting street.

### **SECTION 3. AMENDMENT TO CHAPTER 390 – SUBDIVISION AND LAND DEVELOPMENT.**

Chapter 390, Article III, Major Subdivision and Land Development procedures of the Township Code is amended by replacing the ~~stricken~~ language and adding the following **bolded** language:

§ 390-305 Major subdivision and land development procedures.

#### B. Preliminary plans.

##### (1) Submission of preliminary plans.

(b) The application form shall be accompanied by the requisite fee as established by resolution of the Board of Supervisors, and by ~~nine~~ **two hard copies and an electronic/ digital copy** of all required materials and the preliminary plans of the subdivision or development. The requisite fee shall include sums sufficient to cover the cost of review by the Washington County Planning Commission.

### **SECTION 4. AMENDMENT TO CHAPTER 460 - ZONING:**

Chapter 460, Article 8, Planned Residential Development of the Township Code is amended by replacing the ~~stricken~~ language and adding the following **bolded** language:

§ 460-808 Application for tentative approval.

#### A. Step 1: Filing an application for tentative approval.

(2) The application for tentative approval shall include documentation illustrating compliance with all of the standards for PRD as set forth in this article and, where necessary, the Township Supervisors shall order such additional documentation as they may deem necessary to aid them in their review. ~~Twelve~~ **Two hard copies and an electronic/ digital copy** of the application form and plans showing the information required by § 460-808A(3) shall be submitted to the Zoning Officer at least 10 working days prior to the regular monthly meeting of the North Franklin Township Board of Supervisors.

Chapter 460, Article XVI, Administration and Enforcement of the Township Code is amended by replacing the ~~stricken~~ language and adding the following **bolded** language:

§ 460-1605 Application procedures.

#### C. Application for zoning certificates.

(1) All applications for a zoning certificate shall be made, in writing, on forms provided by the Township to the Township Secretary. The Township Secretary shall refer the application to the Zoning Officer within five days of receipt of a complete and properly filed application.

(2) All applications shall be submitted as ~~duplicate two hard copies and~~ **an electronic/ digital copy**. All applications for structures accessory to a residential dwelling or farm shall be drawn to scale using a plat plan or property survey, if available, or the Washington County Block and Lot Map, if a plot plan or property survey is not available. All applications for construction of a residential dwelling, or addition to the dwelling, shall include building and plat plans drawn to scale. All applications for which a land development plan is required by § 460-1604B shall include the approved land development plan as part of the application for a zoning certificate.

#### **SECTION 5. AMENDMENT TO ALL OTHER APPLICATION REQUIREMENTS AND REFERENCES IN THE TOWNSHIP CODE.**

All other sections of the Township Code, whether specifically listed herein or not, shall require the following application submission requirements, unless specifically waved by the Township, at the Township's sole discretion.

Applications: Two hard copies and an electronic/ digital copy of the application

#### **SECTION 6. REPEALER.**

Any Township Ordinances or provisions of the Township Code, which are inconsistent herewith are hereby repealed to the extent of any such inconsistency.

#### **SECTION 7. SEVERABILITY.**

If any sentence, clause, section or other part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included herein.

ENACTED AND ORDAINED this 9<sup>th</sup> day of May, 2023.

ATTEST:

**BOARD OF SUPERVISORS  
NORTH FRANKLIN TOWNSHIP**

Jacqueline M Kotchus  
Secretary

[Signature]  
Chairman, Board of Supervisors

Michael W Quinn  
Supervisor

[Signature]  
Supervisor