

**BOROUGH OF MONTOURSVILLE
LYCOMING COUNTY, PENNSYLVANIA**

ORDINANCE NO. 465

**AN ORDINANCE OF THE BOROUGH OF MONTOURSVILLE,
LYCOMING COUNTY, PENNSYLVANIA, AMENDING ORDINANCE
NO. 381, SUBDIVISION AND LAND DEVELOPMENT, ADOPTED
FEBRUARY 15, 1999, AMENDING SECTION 2.01, GENERAL
PROCEDURES, BY ADDING A PROVISION REQUIRING A PRE-
APPLICATION MEETING AS A PREREQUISITE TO FILING
PROPOSED LAND DEVELOPMENT OR SUBDIVISION PLANS.**

IT IS HEREBY ENACTED AND ORDAINED by the Council of the Borough of Montoursville, Lycoming County, Pennsylvania (the "Borough") , as follows:

SECTION 1

Section 2.01 of Ordinance No. 381 – General Procedures is amended as follows:

The following subsection is added to Section 2.01:

§2.011 PRE-APPLICATION MEETING

- A. Prior to the filing of any proposed land development plan or any subdivision plan, the developer shall contact the Borough for purposes of scheduling a pre-application meeting.
- B. The developer is encouraged to schedule the pre-application meeting as early in the design phase as practical.
- C. The attendees at the pre-application meeting shall include the developer, the developer's engineer, the developer's surveyor and/or architect and the Borough Zoning Officer. Other attendees may include the Borough Engineer, a representative of the Lycoming County Conservation District, a representative of the Department of Environmental Protection (as appropriate), a representative of the Department of Transportation (as appropriate), the Borough Building Code Officer, a representative of the Borough Planning Commission, a member of the Borough's planning and zoning committee, and any other persons whose attendance may prove beneficial.

- D. A pre-application meeting is a prerequisite to the filing of any proposed land development plan or proposed subdivision plan. Any such proposed plan filed prior to a pre-application meeting shall be deemed incomplete until such time as the pre-application meeting may be held.

SECTION 2

All other sections and provisions of the Ordinance No. 381, "Subdivision and Land Development," as subsequently amended by Ordinance No. 452 and Ordinance No. 456, consistent with this amendment are hereby reaffirmed.

SECTION 3

Effective Date

The amendments to Ordinance No. 381 are effective immediately.

DULY ENACTED AND ORDAINED this 1st day of June 2015, by Borough Council of the Borough of Montoursville, Lycoming County, Pennsylvania, in lawful session duly assembled.

ATTEST:

BOROUGH OF MONTOURSVILLE

By: *Ginny Gardner*
Ginny Gardner, Secretary

By: *Rosemary Holmes*
Rosemary Holmes, Council President

APPROVED this 2nd day of June 2015.

By: *John Dorin*
John Dorin, Mayor