

March 20, 2012

Lancaster Inter-Municipal Committee

**GREENWAY AND PARK ADVISORY BOARD (GPAB)**

**PROCEDURE FOR REVIEW OF LAND DEVELOPMENT PLANS**

The following procedure shall apply to East Hempfield Township, East Lampeter Township, East Petersburg Borough, Lancaster City, Lancaster Township, Manheim Township, Manor Township, Millersville Borough, Mountville Borough, West Hempfield Township, and West Lampeter Township (Municipalities) under the provisions of the “Intergovernmental Cooperation Agreement (Agreement) for Implementing *Growing Together: A Comprehensive Plan for Central Lancaster County, Pennsylvania*” (GTRCP) that they approved and that is dated July 2, 2008 and Implementation Option Package 2012-1, GPAB Reviews approved March 14, 2012:

In the procedures, the term “Land Development Plans” shall refer to instruments or documents submitted as an Implementing Action for Review or Development of Regional Significance and Impact to the Land Use Advisory Board (LUAB).

It is understood that procedural actions required of GPAB may be performed by the Lancaster Inter-Municipal Committee (LIMC) staff or others as requested by GPAB.

**PROCEDURE**

**(1) SUBMISSION PROCESS**

1. A Municipality provides a copy of the land development plan or similar instrument/document to the LIMC. This may be done in conjunction with a submission for a LUAB review. If so, only one (1) copy shall be provided. This may be done by mailing the item (or deliver) to LIMC, 150 N. Queen Street, Suite 317, Lancaster, PA, 17603; or emailing it to [mtlasala@thelimc.org](mailto:mtlasala@thelimc.org).
2. Within 10 days of LIMC’s receipt of the submitted item, provide notice of the requested review to GPAB and to the other Municipalities via regular or electronic mail. Depending on the bulk and substance of the item, the notice may be a summary, rather than a full copy of the item; however, the Municipalities and GPAB may arrange with the Executive Director of the LIMC (Director) to receive a full copy or review the full copy at the LIMC office.
3. The Director puts the item on the agenda for the next GPAB meeting. An indication will be provided if the submitted item will also be reviewed by LUAB.

**(2) REVIEW AND COMMENT BY GPAB**

4. Within 30 days of GPAB’s receipt of the item, GPAB will review and make comments, and determine consistency with the Park & Open Space and Natural Resources Protection sections of the GTRCP. In conducting its review, GPAB may consult with the LCPC or other parties with

relevant expertise. GPAB shall be guided by the definitions of “general consistency” and “consistency” in the Pennsylvania Municipalities Planning Code.

5. GPAB shall assess consistency with the GTRCP with the procedures outlined and in alignment with the procedures in the Agreement for LUAB reviews with only consideration to the Park & Open Space and Natural Resources Protection sections of the GTRCP. If approved by motion and vote, provide comments and/or recommendations to the Municipality via a determination letter for consideration only with respect to Park & Open Space and Natural Resources Protection goals, objectives, and strategies.
6. If GPAB makes comments and recommendations on the submitted item, they shall be written in a form indicating either comments or recommendations. The comments and/or recommendations will be submitted to the sponsoring Municipality and the other Municipalities via the determination letter.
7. The Municipality shall review and consider GPAB’s comments and/or recommendations, but the Municipality shall ultimately make its own determination as to whether the submitted item is generally consistent with the GTRCP with respect to the Park & Open Space and Natural Resources Protection sections. GPAB’s comments, recommendations, and determinations shall not be binding on the Municipality.
8. The LIMC shall provide a copy of the determination letter to the other Municipalities and the Lancaster County Planning Commission (LCPC).