

APPENDIX C
SAMPLE COUNTY LAND USE LETTER*

**(This sample letter and form is provided for the convenience of the applicant and the County. It does not prohibit the applicant from using a different template nor does it prohibit the County from submitting a different form of response.)*

Date:

Dear County Planning Director:

Acts 67, 68 and 127, which amended the Municipalities Planning Code, direct state agencies to consider comprehensive plans and zoning ordinances when reviewing applications for permitting of facilities and infrastructure, and specify that state agencies may rely upon comprehensive plans and zoning ordinances under certain conditions as described in Sections 619.2 and 1105 of the Municipalities Planning Code. The Pennsylvania Department of Environmental Protection's Policy for Consideration of Local Comprehensive Plans and Zoning Ordinances in DEP Review of Permits for Facilities and Infrastructure (DEP's Land Use Policy) provides direction and guidance to DEP staff, permit applicants, and local and county governments for the implementation of Acts 67, 68 and 127 of 2000. This policy can be found at www.depweb.state.pa.us; Keyword: Land Use.

In accordance with DEP's Land Use Policy, enclosed please find a General Information Form (GIF) completed for this project and a County Land Use Letter that is to be submitted with our permit application to DEP. Please complete the attached form and return within 30 days to:

Name of Applicant:

Address of Applicant:

Please do not send this form to DEP, as we must include the County Land Use Letter with our permit application. If we do not receive a response from you **within 30 days**, we shall proceed to submit our permit application to DEP without the County Land Use Letter. If the County Land Use Letter is not submitted with our permit application, and we provide proof to DEP that we attempted to obtain it, DEP will assume there are no substantive land use conflicts and proceed with the normal application review process.

If you have any questions, please do not hesitate to contact me at (phone number and/or email).

Sincerely,

Attachment – Sample County Land Use Letter

cc: /county commissioners

**APPENDIX C
SAMPLE COUNTY LAND USE LETTER**

Date: _____

To: Pennsylvania Department of Environmental Protection
_____ Regional Office or District Mining Office

From: _____ County Planning Agency/Commission

Re: _____ (Name of DEP Permittee)

The County of _____ states that it:

_____ has adopted a county or multi-county comprehensive plan.
If yes, please provide date of adoption:

_____ has not adopted a county or multi-county comprehensive plan.

If applicable:

The above referenced project:

_____ is consistent with the adopted county or multi-county comprehensive plan.
_____ is not consistent with the adopted county or multi-county comprehensive plan.

Additional Comments (attach additional sheets if necessary):

Submitted By:

Name	
Title	
Contact Information (Address & Phone)	
Signature	
Date	

APPENDIX D
SAMPLE MUNICIPAL LAND USE LETTER*

**(This sample letter and form is provided for the convenience of the applicant and the Municipality. It does not prohibit the applicant from using a different template nor does it prohibit the Municipality from submitting a different form of response.)*

Date:

Dear Municipal Secretary:

Acts 67, 68 and 127, which amended the Municipalities Planning Code, direct state agencies to consider comprehensive plans and zoning ordinances when reviewing applications for permitting of facilities and infrastructure, and specify that state agencies may rely upon comprehensive plans and zoning ordinances under certain conditions as described in Sections 619.2 and 1105 of the Municipalities Planning Code. The Pennsylvania Department of Environmental Protection's Policy for Consideration of Local Comprehensive Plans and Zoning Ordinances in DEP Review of Permits for Facilities and Infrastructure (DEP's Land Use Policy) provides direction and guidance to DEP staff, permit applicants, and local and county governments for the implementation of Acts 67, 68 and 127 of 2000. This policy can be found at www.depweb.state.pa.us; Keyword: Land Use.

In accordance with DEP's Land Use Policy, enclosed please find a General Information Form (GIF) completed for this project and a Municipal Land Use Letter that is to be submitted with our permit application to DEP. Please complete the attached form and return within 30 days to:

Name of Applicant:

Address of Applicant:

Please do not send this form to DEP, as we must include the Municipal Land Use Letter with our permit application. If we do not receive a response from you **within 30 days**, we shall proceed to submit our permit application to DEP without the Municipal Land Use Letter. If the Municipal Land Use Letter is not submitted with our permit application, and we provide proof to DEP that we attempted to obtain it, DEP will assume there are no substantive land use conflicts and proceed with the normal application review process.

If you have any questions, please do not hesitate to contact me at (phone number and/or email).

Sincerely,

Attachment – Sample County Land Use Letter

cc: /township supervisor chair

**APPENDIX D
SAMPLE MUNICIPAL LAND USE LETTER**

Date: _____

To: Pennsylvania Department of Environmental Protection
_____ Regional Office or District Mining Office

From: _____ Township/Borough/City

Re: _____ (Name of DEP Permittee)

The municipality of _____ states that it:
_____ has adopted a municipal or multi-municipal comprehensive plan.
If yes, please provide date of adoption:

_____ has not adopted a municipal or multi-municipal comprehensive plan.

The municipality of _____ states that it:
_____ has adopted a county zoning ordinance, or a municipal or joint-municipal zoning ordinance.
_____ has not adopted a county zoning ordinance, or a municipal or joint-municipal zoning ordinance.

If applicable:

The municipality of _____ states that its zoning ordinance is generally consistent with its municipal comprehensive plan and the county comprehensive plan.

The above referenced proposed project
_____ meet the provisions of the local zoning ordinance

If zoning approval is required for the project to proceed, the above referenced project:
_____ has received zoning approval.
_____ has not received zoning approval.

If the proposed project has not received zoning approval:

What is the status of the zoning request for the proposed project? (e.g., Special Exception Approval from the Zoning Hearing Board required, Conditional Use approval from the Governing Body required)

Is there a legal challenge by the applicant with regard to zoning for the proposed project?

Name and Contact Information for Municipal Zoning Officer:

Additional Comments (attach additional sheets if necessary):

Submitted By:

Name	
Title	
Contact Information (Address & Phone)	
Signature	
Date	