

## HISTORIC PRESERVATION ORDINANCE - FAQs

1. Where can I find if my property is on the list of Historic resources?  
The inventory will be attached to the ordinance and hence be a public record and available via the Township.
2. What are the criteria for my property being listed on the Historic Resources list?  
The Criteria for Designation as a Historic Property is listed in the Historic Preservation Ordinance under Section 4.A.4(a)
3. Who determines whether or not I can have my property approved for demolition?  
The Board of Supervisors is the final decision maker- The ordinance provides for a review by the Historical Commission for any property on the Inventory as such review falls under the Commission's purview. Their opinion is then provided to the Board and Planning Commission for their review. Both the Historical and Planning Commissions provide their opinion for approval or denial to the Board of Supervisors for the final decision.
4. If my property is not on the Inventory of Historic properties, can I demolish the property without a permit?  
No. Such work would require a Township permit regardless of historic status.
5. Where do I file an application for demolition?  
All permit applications should be submitted to the Township.
6. Is there a fee connected to the application for demolition?  
Permit fees are set by the Township.
7. Who ultimately determines whether I can demolish my historic property?  
The Board of Supervisors.
8. Are there any costs involved concerning the demolition application?  
Permit fees would apply and if costs are incurred by the Township commissions, they could request them to be covered by the landowner. Historical commission members serve on a volunteer basis and so any work by the members as part of the process is not compensated.
9. How can I check the status of my application for demolition?  
Application status can be reviewed with the Zoning Officer.
10. What is the approximate review time for my application?  
3-6 months if review extensions are requested by any Township groups.
11. May I request that my property be removed from the Inventory if it is listed?  
Per the ordinance, Section 4.A.5(a) allows for proposals from the Township boards and commissions or landowner(s) for the removal of a property from the Inventory. These

requests go to the Historical Commission where the matter will be reviewed at a public meeting. The Commission presents its recommendation to the Board of Supervisors within 30 days of the public meeting for their decision to keep or remove the property from the Inventory.

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To receive a demolition permit (required for any property in the township regardless of age):

- File application with the zoning officer (ZO).
- If the property is on the historic resource inventory, ZO refers to Historical Commission (HC).
- HC reviews at the next monthly public meeting at which the applicant may attend and present evidence.
- HC may request additional time of up to 90 days per the ordinance.
- HC provides the Board of Supervisors with a written recommendation.
- BOS reviews the application at a public meeting.
- 10-day notice to the applicant of a hearing date
- Applicant may appear at the hearing & present evidence.
- BOS grants or denies the application for demolition.
- If the application is granted, BOS authorizes ZO to issue a PERMIT.
  - Most likely request from HC would be to document the property for Township records before demolition.