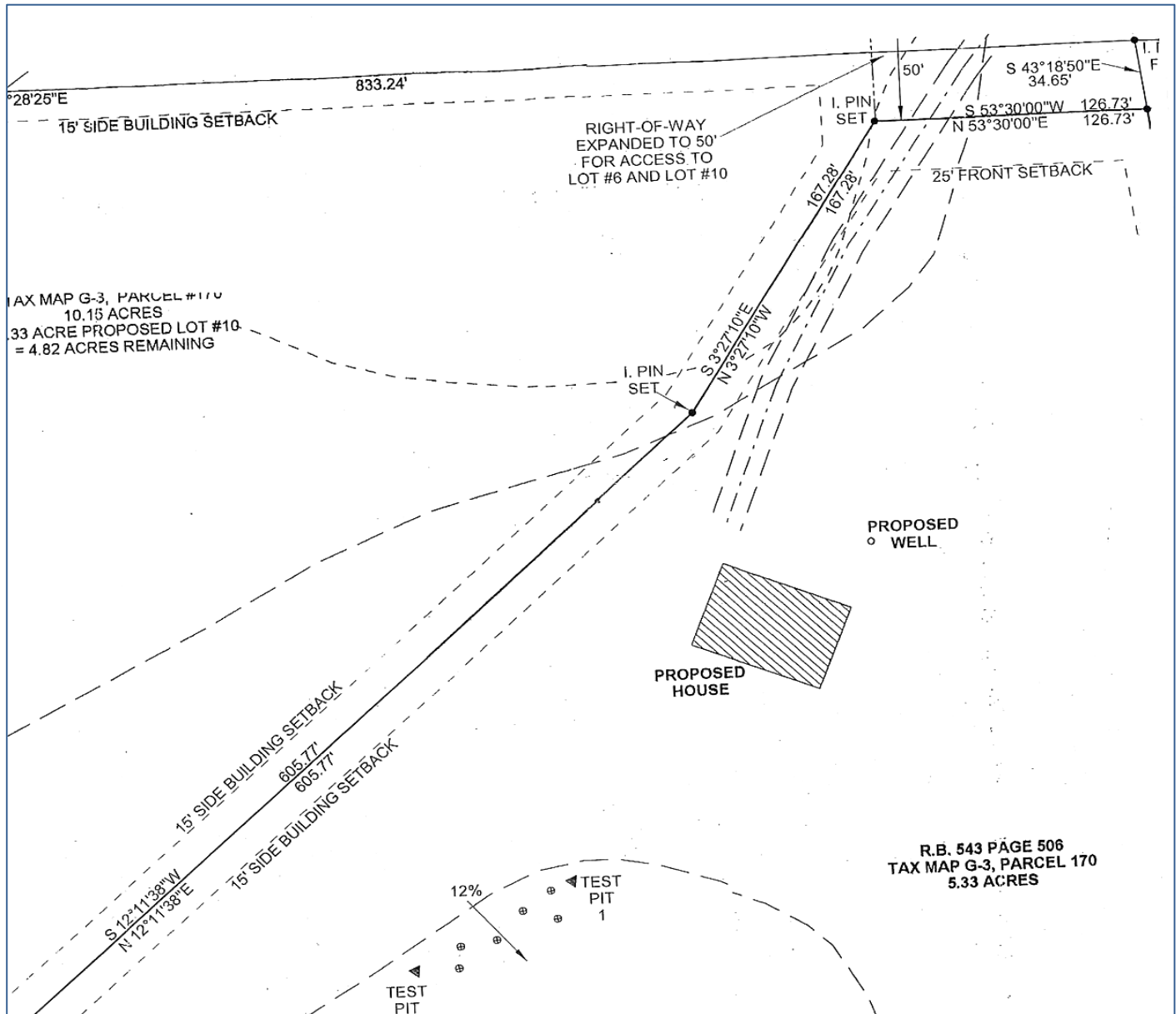


A Checklist for Buying and/or Developing Property in Bedford County



This is intended to be a general reference guide only as you maneuver your way through the process of possibly buying and/or developing property in Bedford County. It should NOT be considered all-inclusive to your particular project and is not intended to either take the place of legal advice from an attorney or technical advice from a surveyor, engineer, realtor, or other professional as may be required. Some information in this checklist may be time sensitive since rules, regulations, and websites can change over time. An electronic version of this document is on the Planning Commission's webpage at: <http://www.bedfordcountypa.org/Planning.html>.

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This graphic symbol means that more INFORMATION is provided on that item.

A Checklist for Buying and/or Developing Property in Bedford County

You are thinking about buying and/or developing property. What do you want to do with the property, build a home, use it for hunting, etc.? Consider the items in this checklist to decide if the property is suitable to be used for the purposes you intend.

Property/Land Considerations:

Consideration
Checklist (✓)

1. Has the land been surveyed?

If yes, get a copy of the survey. Can property boundaries and corners be located in the field? Are there any apparent encroachments across property lines or any known boundary line disputes? Consider size, shape, width, and depth of the property. Is it suitable for the purposes you intend? If there are any property/boundary line questions, a survey (or a new survey) may be needed.

☐

2. Do the subsurface (mineral) rights convey with the surface rights?

When buying a piece of land, you may not be buying what's under it. Sometimes the subsurface (oil, gas, coal, hard rock minerals) is separated from the surface (real) estate and is owned by a different party. Ownership of different minerals on the same tract could also be separated from each other. All surface and mineral owners have property rights. Ownership records of surface or mineral properties are maintained by counties. Surface deeds are recorded in the Recorder of Deeds Office and older mineral deeds may or may not be recorded.

☐

A Fact Sheet entitled, "Landowners and Oil and Gas Leases in Pennsylvania" is at:
<http://www.dep.pa.gov/business/energy/oilandgasprograms/oilandgasmgmt/Pages/default.aspx>.

You can do deed and land record searches yourself but land records can sometimes be confusing. Professional help by an attorney or a title company may be needed to research this information.

3. Are there any restrictive deed covenants?

Restrictive covenant(s) (promises) will be described in the deeds or other instruments in the chain of title. A covenant can apply one or more limitations on the property to the owner or can run with the land passing the obligation along to subsequent property owners. A restrictive covenant can determine a way a property may be used.

☐

4. Are there any easements?

Easements which will be in the property deeds or other instruments in the chain of title generally run with the land and bind future owners. Common easements can be utilities such as water, sewer, electric, or for access (a driveway connection to a public road). What type of easements and where are they located on the property? Are there any easements located on other's property? Is the property still suitable for the purposes you intend?

☐

5. Are there any shared or common areas with adjoining properties?

A shared or common area should be listed in the deed or other instruments in the chain of title, that may be for a driveway, bridge/culvert, well, septic system, or a septic system replacement area with an adjoining property. If there are shared or common areas, are there specific operation and maintenance responsibilities described in the deed? If so, who is responsible and who pays for what?

☐

You can do deed and land record searches yourself but land records can sometimes be confusing. Professional help from an attorney or a title company may be needed to research the chain of ownership to uncover any deed covenants, easements, or shared or common areas.

Property/Land Considerations continued:

Consideration Checklist (✓)

6. Are there existing liens filed on the property?

☐

The County Clerk of Courts Office at (814) 623-4833 can provide information on any lien(s) that may be attached to the real estate – meaning a house, condo, land, or similar kind of property interest. A lien gives a creditor or creditors the right to be paid what is owned from the sale of the property.

7. What are the current real estate taxes?

☐

Real estate taxes in PA are paid to the County and to the municipality and the school district the property is located in. **Tax Information is available at the County Tax Assessment office at (814) 623-4842.**



In addition to contacting the above office, you may want to click on the following link where you can enter financial details to calculate your estimated residential property taxes: <https://smartasset.com/taxes/pennsylvania-property-tax-calculator>. According to this site, Bedford County has one of the lowest property taxes in Pennsylvania.

8. Are there any delinquent real estate taxes?

☐

The sale may be subject to existing property tax liens of record that could make the title unclear. **Information on delinquent county, municipal, and school district property taxes can be obtained at the County Tax Claim Office at (814) 623-4845.**

9. Is the property currently enrolled in Clean and Green?

☐

Clean and Green is a PA land conservation program that lowers property taxes for landowners with qualifying property who elect to enroll in the program. **The County Tax Assessment Office can be contacted at (814) 623-4842 to inquire on the property's status** and whether its purchase may be allowed to continue in the program without paying roll-back taxes plus interest.

10. Is the property enrolled as a Homestead & Farmstead Exclusion?

☐

PA law provides state funds to reduce school taxes to eligible homestead and farmstead properties. Residents that acquire property must apply to the County Tax Assessment Office for the exclusion. **More information can be obtained from the Tax Assessment Office at (814) 623-4842.**

11. Is the property enrolled in a PA Act 43 Agricultural Security Area (ASA)?

☐

Farms enrolled in this voluntary state program have some protections from condemnation and from some laws and ordinances that unreasonably restrict farming. ASA is not zoning, there are no restrictions placed on land use, land can be divided and sold, it does not affect deed restrictions, and does not exempt the land and landowners from local ordinances or other laws except for the protections noted above. An ASA stays with the property when it is sold or subdivided. **Contact the municipality the property is located in for more information and to find out whether the farm is enrolled in the program.**

12. Does the property have a PA Agricultural Conservation Easement?

☐

For farms where an easement has been purchased by the state or county government, the owner(s) agreed to limit the use of their land to agricultural production, commercial equine activities, and certain other uses. This is accomplished by the recording of a Deed of Agricultural Conservation Easement, a restrictive covenant on the land's use to agricultural production running with the land in perpetuity. **For more information on the County's Agricultural Conservation Easement Program, contact the County Planning Commission at (814) 623-4827.**

13. What environmental features are on the property that may determine its suitability for the purposes you intend?

Continued on Page 5

Property/Land Considerations continued:

Consideration Checklist (✓)

a. Floodplains

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A floodplain is flat lowland bordering a watercourse that is subject to periodic flooding. A mapped 100-year floodplain (1% annual chance of flooding each year) on a property may require the purchase of flood insurance to secure a mortgage. Municipalities with one or more floodplains must enact and enforce an ordinance that governs future development in floodplains that meets the requirements of the PA Floodplain Management Act 166 and the National Flood Insurance Program (NFIP). In PA, a Chapter 106 Floodplain Management Permit is needed to undertake any construct type of activity in a floodplain.



(1) To see if there is a 100 year floodplain on the property, floodplain maps can be found at <https://pafloodrisk.psu.edu/home/index.html> and click on the 'Flood Risk Determination Tool'. When on this site, you can also click a link to the FEMA Map Service Center to access the corresponding U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) Panel. Banks and mortgage companies use the FIRM maps to determine whether a floodplain is on a property and if so, make a determination whether they will or will not require the purchase of flood insurance; (2) Review a copy of the municipal floodplain ordinance that governs future development in floodplains; and (3) Information on PA DEP Chapter 106 permits can be found at: <http://www.depgreenport.state.pa.us/elibrary/GetFolder?FolderID=4083>.

b. Topography

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Consider the surface features of the property and their relative positions and elevations. Are there steep slopes on the property, as shown by contour lines on a topographic map, which may indicate areas that may not be suitable for your intended purpose?



To find and download a U.S. Topographic Map to view the contours of the subject property, go to: <https://ngmdb.usgs.gov/topoview/viewer/#4/39.98/-100.06>.

c. Wetlands

☐

These are areas inundated or saturated by surface or groundwater for durations that support vegetation adapted for life in saturated soil conditions. Permits are normally needed before any work in a wetland. In PA, wetlands are protected by both state regulations (a Chapter 105 Water Obstruction and Encroachment permit) and federal regulations (a Section 404 Clean Water Act Permit).



A DEP Fact Sheet entitled *Clues to Wetland Identification: Questions for Developers, Contractors, Surveyors, Farmers, and Land Owners* is available at: [Click this link](#). Also, National Wetlands Inventory Maps provide a good first look if any wetlands already mapped may be on the property. These maps can be accessed at: <http://www.fws.gov/wetlands/>. For Chapter 105 permitting information, click: <https://www.dep.pa.gov/Business/Water/Waterways/Encroachments/Pages/default.aspx>.

d. Soils

☐

Obtain a soils map of the property and consider what soil types are there. Soils classified as hydric is one indication of the possible presence of wetlands (discussed above). Some soil types may be more suitable than others for new on-lot sewage disposal testing if you are planning on developing the property.



More information on soils can be obtained from the Natural Resources Conservation Service at (814) 623-7900, extension #3 or at the following website: <http://websoilsurvey.sc.egov.usda.gov/App/HomePage.htm>.

Continued on Page 6

Property/Land Considerations continued:

Consideration Checklist (✓)

e. Threatened or Endangered Plant or Animal Species

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It may be important to know whether your plans for the property may impact threatened, endangered, and special concern species and special concern resources. This determination is used prior to submitting project applications to DEP or during project pre-planning phases. The PA Conservation Explorer (Explorer) is an available on-line tool that includes both conservation planning and PNDI (PA Natural Diversity Inventory) environmental review components, where access to visible conservation and species habitat information can be obtained which will lead to better project planning and fewer impacts on any identified species and resources.



The Pennsylvania Natural Heritage Program (PNHP) provides information on the location and status of important ecological resources (plants, vertebrates, invertebrates, natural communities, and geologic features). The PNHP and the County's Natural Heritage Inventory can be accessed at: <http://www.naturalheritage.state.pa.us/>. The PA Conservation Explorer allows users to screen a project area for potential impacts to threatened, endangered, and special concern species. For users who obtain a PNDI Receipt and submit their project for review through the Explorer, there will be a \$40 convenience charge per project. Federal, state and local government agencies that are performing a governmental function in the normal course of business, including but not limited to, permitting, planning, grants or land management, are exempt from the convenience charge. Users without computer access or who do not wish to use the PNDI Receipt convenience option may submit their project for review directly to each of the four jurisdictional agencies (PA DCNR (Dept. of Conservation & Natural Resources); PA Game Commission; PA Fish & Boat Commission; and U.S Fish & Wildlife Service). The Explorer can be accessed at: <https://conservationexplorer.dcnr.pa.gov/>.

f. Areas subject to mine subsidence and/or water problems

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Subsidence can occur from underground coal mining operations where mine voids can collapse causing the earth's surface to subside. Also, mine voids can collect water the can burst onto the earth's surface. Purchasing of Mine Subsidence Insurance should be considered if the property has a structure or a future structure is planned since typical property insurance provides no coverage for this kind of damage.



The PA DEP (Dept. of Environmental Protection) has a website with general information on mining, mine subsidence, and how mining activities may affect homes. This site can also access County maps where you can check for risk by zip code, by municipality, or by a site specific request for underground mining information. Lastly, this site can also access information on elective (voluntary) mine subsidence insurance. The website address is: <http://www.dep.state.pa.us/msihomeowners/>. You may also call the DEP Help Desk Toll Free at: 1-800-922-1678 M-F from 8 a.m. to 4 p.m.

14. For property/land in Bedford Borough, what Zoning District is it in?

☐

Bedford Borough is the only municipality in the County with zoning. Zoning regulates the uses of land by the size, height, bulk, location, erection, construction, repair, maintenance, alteration, razing, removal and use of structures. You should find out what zoning district the property is located in and what are the permitted uses within this district as well as the building height, lot area, and other regulations that apply to that particular district. Is the property suitable for the purposes you intend?



Zoning information in Bedford Borough can be obtained from the Borough Office by calling (814) 623-8192 or on their website at <http://www.bedboro.com/>. Their website also includes the Zoning District Map.

15. Is there proposed growth/development in the area of the property?

☐

You may want to see what types of development currently adjoins the property and what types of development are within the general areas around the property. Are there any known future development plans for the area that may affect your intended use of the property?



For information on any planned or known development in the area, contact the municipal government that the property is located in and contact the County Planning Commission at (814) 623-4827.

Access & Utility Considerations:

1. Is the property accessible from a public road?

Consideration
Checklist (✓)

If the property does not adjoin an existing public road (either state or municipally owned – the County does not own any roads), is there legal access provided to the property by means of an existing recorded easement? If there is no legal access, the property could be landlocked.

☐

If the property does not adjoin a public road, legal access should be researched in the deed and land records at the Register & Recorder's Office. Carefully read the easement. Does the easement describe who is responsible for such items as street maintenance, snow & ice removal, upkeep of the roadbed, and related drainage facilities? Deed and land records can sometimes be confusing and professional assistance may be needed.

2. If the property abuts a public road but there is either no existing access (driveway connection) or if there is an existing driveway, what should I do?

If there is no existing driveway connection to the public road, either a State permit is needed to connect to a state road or a Local permit may be needed to connect to a municipal road (check with the local government). Bedford County owns no roads. If the driveway is existing, is it permitted and can it be used "as is" for access for any planned building/development you intend?

☐

To arrange a pre-application site visit to see whether there can be or is currently suitable and safe access to the property, either contact the Highway Occupancy Inspector assigned to PennDOT Maintenance Office for Bedford County at (814) 623-6144 (if a State-owned road) or contact the municipality (if it is a locally owned road). More information on driveway access is in Development/Building Considerations section of this Checklist.

3. What, if any, utility services including but not limited to electricity, telephone service, television, internet access, gas service, municipal water, and municipal sewerage are readily available to the property? Do existing utility lines run to the edge of the property?

☐

Utility services often can be overlooked and not considered when purchasing property. If any needed utilities are not in the immediate area, what are the expected costs to get these services to the property? Getting utility services to the property could take some time and could be costly.



The following are the major electricity providers in Bedford County: Bedford Rural Electric Cooperative at <http://www.bedfordrec.com/>; New Enterprise Rural Electric Co-Op at: <http://www.newenterpriserec.com/>; Penelec serves the rural and build-up areas at: <https://www.firstenergycorp.com/content/customer/penelec.html>; and West Penn Power at: https://www.firstenergycorp.com/content/customer/west_penn_power.html. Also, electricity, natural gas, and telecommunications information can be obtained from the PA Public Utilities Commission at: <http://www.puc.pa.gov/>.

a. Cell Phone Service

If cell phone service is important to you, test the reception area at the property. Some areas of the County lack such service due to terrain and other factors. While the county reception is increasing, we suggest contacting local providers to ensure this service.

☐

b. Solid Waste Removal Service

Is the property situated within an area where there is an established route for garbage pick-up? A number of in-County and out-of-County garbage collection haulers serve the County.

☐

c. Are municipal water and/or sewerage services available?

If municipal water and/or sewer are available to the property, it is important to inquire whether the utility has available capacity, are allowing new connections/customers, and are not under PA DEP (Department of Environmental Protection) orders or restrictions.

☐

Continued on Page 8

Access & Utility Considerations continued:

Consideration Checklist (✓)



Contact the local municipal water and/or sewer service provider. The Water provider could be a water authority, a water association, or a water corporation. The sewer provider could be a sewer authority, a municipal government (Township) that owns and operates a sewer system, or a municipal authority that could operate a sewer and/or water system. The system could be owned and operated by a joint municipal authority created by two or more municipalities. The County does not own any water or sewer systems. Contact the service provider to obtain all anticipated connection costs and the current and anticipated water and sewer user rates.

d. If municipal water service is not available, will a new private water source/ system be needed?

☐

This could be an on-lot well or an available spring (if developed properly and treated for bacteria). As of this date there are no state-wide standards, regulations, or monitoring for private water supplies. However for new private individual water supplies, the PA Sewage Facilities Act and regulations do require the following minimum horizontal isolation distances between an individual water supply or water supply suction line: 50 feet distance from all tanks (treatment, dosing, lift pump, filter, and chlorine contact/storage) and 100 feet distance from the absorption area. These isolation distances between the perimeter of private individual water supplies and the perimeter of a septic tank and an absorption area is 200 feet for projects qualifying under the 10 Acre Permit Exemption which is explained later in this section of the Checklist.



In the absence of state standards and requirements, some local governments have adopted private water system standards. Check with the local municipality. You also might want to check with adjoining property owners about the depths of their wells and the quality of their water. Costs to drill a well or to develop a spring can vary widely. Unlike public water systems, all maintenance, testing, and treatment of private water systems are the property owner's responsibility. A good source of information is: [A Guide to Private Water Systems in Pennsylvania, A Manual for Rural Homeowners on the Proper Construction and Maintenance of Private Wells, Springs, and Cisterns](#) by Penn State Cooperative Extension.

e. If the property has an existing private water system, what should I consider?

☐

You should find out all you can about the well or the spring: Start with the property owner by asking when the water was last tested; what was the result of the test; what is the depth of the well (if known), what is the depth of well casing (if known), and who drilled the well or developed the spring? Is the water currently being treated by a softener, filter, or other type of purification system? If so, a home treatment unit is intended to remove specific contaminants, is needed because a household member has a compromised immune system, or used to improve the taste of water.



Unlike public water systems, private water supply testing is the homeowner's voluntary responsibility. There are no government requirements, agencies, or programs that routinely test private water systems for homeowners. The water should be tested by a state-certified water testing laboratory. The Pennsylvania Department of Environmental Protection (DEP) certifies water testing laboratories in Pennsylvania to ensure they are using analytical procedures designed to give accurate test results. You can obtain a list of certified labs from the County's Penn State Cooperative Extension office at (814) 623-4800 or from the local DEP office in Altoona at (814) 946-7290. A good source for water quality and overall drinking water information, including a listing of certified labs, can be found at: <https://www.dep.pa.gov/Business/OtherPrograms/Labs/Pages/Laboratory-Accreditation-Program.aspx>, under "Search Environmental Laboratories".

f. Is the existing private water system just for this property or is it shared with an adjoining property?

☐

It may be possible in some instances that a private water supply system serving the property you are interested in may be situated on another's property. Or it may be possible that the private water supply system is situated on the property you are interested in but also supplies water to an adjoining property. In these instances, you (or your representative) should investigate whether there are existing easements in place for the use of the system which should also provide specific operation and maintenance responsibilities between the affected parties (who is responsible for what and who pays for what)?

Access & Utility Considerations continued:

Consideration Checklist (√)

- g. If the property has a water system (of if a system is being planned) that provides or will provide water to the public for human consumption, it is a Public Water System (PWS) that requires a DEP permit for its construction, operation, or substantial modification.**

☐

A Public Water System (PWS) can be a: (1) Community Water System (CWS) that has at least 15 service connections that are used by year-round residents or regularly serves at least 25 year-round residents; or (2) a Non-Community Water System that can either be a Non-Transient system which is a system that serves at least 25 of the same people for at least 6 months of the year such as schools, hospitals, commercial establishments, etc., or a Transient system which are all other water systems not categorized as non-transient such as restaurants, churches, and campgrounds.



Community and Non-Community Water Systems are under the authority of Pennsylvania's Safe Drinking Water Act (35 P.S. §721.1 et seq.) and regulations at Title 25 Pa. Code Chapter 109. Community water system information and the DEP permit guide to public water systems can be found at: <https://www.dep.pa.gov/Business/Water/BureauSafeDrinkingWater/PublicWaterSystemsPermits/Pages/default.aspx>. Non-Community water system information can be found at: <https://www.dep.pa.gov/Business/Water/BureauSafeDrinkingWater/NoncommunityWaterSystems/Pages/default.aspx>.

- h. If municipal sewage service is not available to the property and there is no existing private system, a new private system may be needed.**

☐

If not already completed, the property will need soils testing by the municipal (Township or Borough) Sewage Enforcement Officer (SEO) to determine the type of soil and percolation rate of water moving through the soil. If the lot conditions do not allow the installation of a standard septic system, some alternates may be available. The local SEO can help find the best system depending on the specific site, soil, and operational conditions. However, there may be some properties where a suitable soil based sewage site may not be found. In other instances, marginal conditions may require that a suitable back-up (replacement) sewage site may also need to be identified and reserved for future use should the primary site ever fail. If soil testing has already been done, obtain a copy of the results and contact the SEO for the municipality to discuss.



Click on the following Water Quality, Septic Systems link where you can access information on the site evaluation process for on-lot septic systems: <https://pa-seo.org/fact-sheets-available-from-penn-state-extension/>. Also ask the SEO when doing the testing whether your project triggers sewage facilities planning under the requirements of the PA Sewage Facilities Act No. 537 (sewage facilities planning is discussed in detail in the Development/Building Considerations part of this checklist). Lastly, a property or a lot recorded in the County Recorder of Deeds does not necessarily mean the soils have been tested and are acceptable for a private sewage disposal system, nor does it guarantee the lot is necessarily large enough to accommodate a private system.

- i. If the property has an existing private sewage system, what should I consider?**

☐

You might want to ask the property owner when the system was installed (if known) and when the septic tank last serviced (pumped and inspected, also if known). Can the septic tank, pump (dosing tank, if it has one) and other features be located in the field. If this is a newer private system, the current owner and/or the SEO may have a copy of the permit and may have a copy of its design drawings.



Some municipalities administer a sewage management ordinance that requires routine pumping, septic tank inspections, and visual inspections of the land surface for any malfunctions of private on-lot systems within their corporate limits. Check with the municipality or the SEO employed by the municipality to see if this type of information is available. If there are any doubts about the condition of the existing private system, an inspection of the system by a professional may need to be conducted. A fact sheet on septic system inspections during Real Estate transactions can be accessed at: <https://extension.psu.edu/on-lot-wastewater-inspections-during-real-estate-transactions>.

Access & Utility Considerations continued:

Consideration Checklist (✓)

j. What are the requirements for existing private sewage disposal systems in Broad Top Township?

☐

The private sewage system may or may not be owned and maintained by Broad Top Township in perpetuity through an easement. If owned by the Township, the property owner will be required to pay the Township a monthly sewer service fee. The system's tanks will be periodically pumped and the system maintained by the Township. If the private sewage system is not owned and maintained by Broad Top Township in perpetuity through a designated and recorded easement, the property owner is responsible for the operation and maintenance of the system.

k. What are the requirements for all new private sewage disposal systems in Broad Top Township?

☐

All sewage facilities site testing (probes and percolation holes), septic system design, permitting, and construction of the new private sewage disposal system are the responsibility of the property owner(s). However, the new system will be owned and maintained by the Broad Top Township Supervisors in perpetuity through a designated and recorded easement on the property. The property owner will be required to pay the Township a monthly service fee.



For information on either existing private sewage disposal systems (described in j. above) or for proposed new private sewage disposal systems in Broad Top Township, contact the Broad Top Township Supervisors at (814) 928-5253 or email at btwatershed@comcast.net.

l. Is the existing private sewage system just for the property you are interested in or is it shared with an adjoining property?

☐

It may be possible in some instances that all (or one or more components of) a private sewage disposal system (including a designated sewage system replacement site) serving the property you are interested in may be situated on another's property. Or it may be possible that all (or one or more components of) a private sewage disposal system (including a designated sewage system replacement site) may be situated on the property you are interested that serves a structure on an adjoining property. In these instances, you (or your representative) should investigate whether there are existing easements in place for the use of the neighbor's system on the property you are interested or whether there are easements in place for the use of the system on the property you are interested that are situated on the neighbor's property. These easements should also provide specific operation and maintenance responsibilities between the affected parties (who is responsible for what and who pays for what)?

m. What does it mean if there is an existing private sewage system that has been installed under the DEP 10 Acre Permit Exemption?

☐

Section 7 of the Pennsylvania Sewage Facilities Act 537 provides a sewage facilities planning exemption and a sewage facilities permitting exemption for the installation of an individual on-lot sewage disposal system. It means that when the property and property owner qualified for the permit exemption, the only technical standards that were met for the location and the installation of the system were those related to isolation distances (distances between the perimeter of septic tank and absorption area and the perimeter of existing natural and man-made features on the property).



The property owner who had the system installed indemnifies and holds harmless the Commonwealth, the local agency, the sewage enforcement officer serving the municipality in which the system is located and the municipality where the system is located from and against damages to property or injuries to any persons and other losses, damages, expenses, claims, demands, suits and actions by any party against the Commonwealth, the local agency, sewage enforcement officer and the municipality in connection with the malfunctioning of any on-lot system installed under the permit exemption provisions of the Act. The Act also requires that certain disclosure language be included in every contract for the sale of a lot served by a system installed under the 10 Acre Permit Exemption provisions. It further states that the property owner who accepted responsibility for the system upon purchase of the property to correct or to have corrected any malfunction, such malfunction shall be corrected in accordance with the DEP's standards under a permit issued by the local agency. The 10-Acre Permit Exemption Documentation can be obtained at:

<http://www.depgreenport.state.pa.us/elibrary/GetFolder?FolderID=3134>

Access & Utility Considerations continued:

Consideration Checklist (✓)

n. What if you want to pursue the installation of a new private sewage system under the DEP 10 Acre Permit Exemption, what should be considered?

☐

Section 7 of the Pennsylvania Sewage Facilities Act 537 allows for a new private system to be constructed where sewage planning and sewage permitting are exempt. However for this to occur, all of the following requirements must be met: the municipality does not have an ordinance requiring sewer permits regardless of lot size; the system will serve a residential structure; the residential structure is to be occupied by the property owner or a member of the owner's immediate family; the residential structure and on-lot system are to be located on a contiguous tract of land of 10 acres or more; and the property owner owned the property as of January 10, 1987 or transferred ownership of one lot 10 acres or more subdivided from the parent tract after January 10, 1987 to a member of the property owner's immediate family. If a property and property owner qualify for a permit exemption, the only technical standards which must be met are those related to isolation distances. These must be verified by the SEO of the local agency serving the municipality in which the system is located prior to covering the system.



The property owner is solely responsible to correct any system malfunction which contaminates surface or groundwater or discharges to the surface of the ground. Any system malfunctions constitute a nuisance and shall be abatable in a manner provided by law. Such repairs must be conducted in accordance with DEP's standards under a permit issued by the local agency. More information can be obtained at:

<https://www.dep.pa.gov/Business/Water/BureauSafeDrinkingWater/DrinkingWaterMgmt/Regulations/Pages/Ground-Water-Rule.aspx>

o. Where a soil based type of sewage disposal system cannot be used, could the property be served by another type of sewage system?

☐

The property may be served by a SFTF (Small Flow Treatment Facility). These are individual treatment plants that serve one or more structures with final disposal to a stream or other method approved by DEP. These systems are permitted by DEP and not local SEO's and will require transferring of permits to the new owners. An existing maintenance agreement between property owner and the municipality which establishes the property owner's responsibility for operating and maintaining the facility may also need to be transferred to the new owner. These systems require annual system inspections, owner operation and maintenance, owner effluent testing, and reporting to operate. It is important to find out all you can on the sewage disposal system that serves the property.



More information on small flow systems can be obtained from DEP South-Central Regional Office at (717) 705-4700 of the DEP Small Flow Treatment Facilities Manual can be obtained at: [Small Flow Treatment Manual](#).

p. What if the property is served by a holding tank?

☐

A holding tank is designed for the temporary storage of sewage and to facilitate disposal of sewage at another site approved by the DEP. In some cases, a holding tank can be used in a temporary manner and the holding tank replaced for new residential structures until public sewerage is installed. In other cases, the long term use of a holding tank is allowable for institutions, recreational vehicle dump stations, or commercial establishments with sewage flows less than 800 gallons per day. Properties served by holding tanks must contain certain disclosure information in sales contracts. In addition, there may also be an existing operation and maintenance agreement between the property owner(s), the municipality, and holding tank waste hauler that may need to be transferred to the new owner(s).



A DEP Fact Sheet on Understanding Holding Tanks is available at: <https://inspectapedia.com/septic/Understanding-Holding-Tanks-PA-DEP.pdf>. The municipality and/or the SEO should also be contacted for more information.

Access & Utility Considerations continued:

Consideration Checklist (✓)

q. What if the property has an existing seasonal dwelling (a hunting cabin or a vacation cottage), what should you consider or investigate?

☐

(1) Find out from the seller what type of sewage disposal system serves the cabin/vacation cottage. Find out if the structure has indoor plumbing. Many recreational/seasonal structures evolve over time into year-round residences. The DEP indicates that these structures must demonstrate capacity of supporting a sewage system capable of serving a full time residence. Generally, cabins with indoor plumbing must utilize on-lot septic systems, not holding tanks or privies, while cabins without indoor plumbing rely on privies. Modern privies are built above a watertight vault. Existing pit privies may be upgraded to vault privies, not holding tanks. The combination of a privy serving a structure with indoor plumbing is not allowed in modern sewage regulations. Upgrading a privy to a holding tank is rarely an acceptable option; and **(2) Has the existing recreational cabin/cottage been excluded from the requirements in the Uniform Construction Code (UCC)?** The UCC began in April 2014. Once a dwelling is declared a recreational cabin, an affidavit is recorded describing certain limitations that follow the building to subsequent owners of the property.



A DEP Fact Sheet on Understanding Holding Tanks also includes information on sewage facilities for seasonal use cottages and for hunting cabins. The link to this site is: <https://inspectapedia.com/septic/Understanding-Holding-Tanks-PA-DEP.pdf> . Information on all UCC Exclusions and Exemptions including recreational cabins is at: <http://www.pacode.com/secure/data/034/chapter403/s403.1.html>.

r. What if I replace an existing structure on the property using on-lot sewage disposal with a new dwelling, can I use the existing septic system?

☐

A permit is not required when a new dwelling is proposed to replace a previously existing dwelling when the local agency determines that the size and anticipated use of the new dwelling are the same as or less than those of the previously existing dwelling and the previously existing dwelling was in use within 1 year of the anticipated date of completion of construction of the new dwelling. This exception does not apply when an active investigation of a malfunction is under way by the local agency or the Department." This means the existing drain field can be used and if any alterations to the building sewer connection, upgrading the tank capacity and/or the drain field, a permit is required.



A determination will need to be made by the local agency (the municipal Sewage Enforcement Officer (SEO)) on the size and the intended use of the new dwelling. Contact the municipal SEO for more information.

s. Is certain language required to be in contracts for the sale of lots where there is not an existing community sewage system available?

☐

The Pennsylvania Sewage Facilities Act (Act 537) requires every contract for the sale of a lot where there is not an existing community sewage system available, to contain language notifying the buyer of this fact. Other language indicating what actions are necessary to obtain a sewage disposal permit for the lot, or notifying the buyer of unusual circumstances surrounding sewage disposal on the lot, may also be required. This includes the sales of lots served by individual sewage systems installed under the 10-Acre Permit Exemption provisions, and the sales of lots served by holding tanks, whether permanent or temporary.



A DEP Fact Sheet on Act 537 Sales Contract Disclosure Requirements is available at: [ACT 537 Sales Contract Disclosure Requirements](#).

4. Could the property be located in an area with existing off-site access issues such as posted or closed bridges or posted or bonded roads?

☐

Many of the state's older secondary and rural roads were not designed to support the weight they presently carry. PennDOT has posting and bonding policies that requires haulers to be financially responsible for excess maintenance on roads they use. In addition, many local roads that are owned and maintained by municipal governments (Bedford County owns no roads) were also not designed to carry the weight of today's vehicles. Depending on what you want to do with the property, you may want to investigate all local and regional access roads and bridges.

Access & Utility Considerations continued:

Consideration
Checklist (✓)



PennDOT has the following web page that provides information on the posting and bonding process but also information on closed and posted bridges:
<https://www.penndot.pa.gov/ProjectAndPrograms/PostedBondedRoadway/Pages/default.aspx>
. In addition, some municipalities have posted municipal owned roads and have their own road posting and bonding policies. Contact the municipality that the property is located in for more information.

Development & Building Considerations:

1. If the property has an existing structure and a change in use is proposed (i.e., residential to commercial, one type of commercial to another type of commercial, etc.), can the structure be used for the purposes you intend in accordance with?

☐

a. The PA Uniform Construction Code (UUC):

The UCC applies to the construction, alteration, repair, movement, equipment, removal, demolition, location, maintenance, occupancy or change of occupancy of every building or structure which occurs on or after April 9, 2004, and all existing structures that are not legally occupied. Before any decisions and investments are made, you may want to first arrange a pre-application building/property site visit by a building code inspector with the PA Municipal Code Alliance Office to obtain their feedback on whether the existing structure may be suitable to be developed or modified for the purposes you intend.

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More information can be obtained from the PA Municipal Code Alliance office at (814) 310-2326 or at: <http://pacodealliance.com/>.

b. Bedford Borough Zoning:

Bedford Borough is the only municipality in the County with zoning (the County does not have a zoning ordinance). A zoning permit and/or approval from the Borough may be needed prior to the use of, a change in use, or prior to the addition or alteration of any building or structure, and prior to the change or extension of a non-conforming use.

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More information on zoning in Bedford Borough can be obtained at (814) 623-8192. Also zoning information and the Borough's zoning map can be found at: <http://www.bedboro.com/>.

2. If you plan on developing a property that will, or even will not, generate new sewage flows, your project may require Municipal and PA DEP Sewage Facilities Planning Approval.

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Background: The Pennsylvania Sewage Facilities Act 537 requires each municipality to modify its municipal sewage plan whenever a subdivision of land occurs. Sewage Planning can also be required when no subdivision of land occurs but the intended use of the property is expected to generate new sewage flows equivalent to two or more single family homes (two EDU's (Equivalent Dwelling Units) 800 gallons per day)). The requirement to complete sewage facilities planning is not altered by the presence or absence of local zoning and subdivision regulations or ordinance. **Your project may require the completion of one of the following:**



Information on the Pennsylvania Sewage Facilities Act 537 and the sewage facilities regulations can be found at: <https://www.dep.pa.gov/Business/Water/CleanWater/WastewaterMgmt/Act537/Pages/SewageFacilities.aspx>

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Development & Building Considerations continued:

Consideration
Checklist (✓)

a. A DEP Request for Planning Waiver & Non-Building Declaration

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If there is no present or future need for sewage disposal facilities on a given site and that the completion of sewage facilities planning need not be required, DEP created this waiver request and declaration form to allow individuals proposing strictly "non-building" subdivisions to document that they may qualify for a waiver from these planning requirements. Acceptable uses of this form include subdivision of property for agriculture, silviculture, mineral lease, or division of farmland to settle estates where no building or development is proposed. Unacceptable uses of this form are for parcels being created for new structures that will generate sewage. The form is also not to be used for subdivision proposals concerning hunting cabins, recreational vehicle sites, camps, or other uses involving construction or placement of temporary or seasonal dwellings on lots. This request is submitted in support of "non-building" subdivision proposals in both sewered and unsewered areas. The completed form must be approved by the municipality, and forwarded to DEP with all attachments for concurrence.



Information on the DEP Request for Planning Waiver & Non-Building Declaration and the form can be obtained at:

<http://www.depgreenport.state.pa.us/elibrary/GetFolder?FolderID=2754> .

b. A Sewage Facilities Planning Module Application Mailer

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A Sewage Facilities Application Mailer is used to determine if sewage facilities planning is necessary for your project, and if it is, which forms are appropriate. DEP will provide all planning module forms, however, if your project is a **minor subdivision** (defined as a subdivision of 10 lots or less, intended for single family residential homes served by individual on-lot sewage disposal systems) you may also contact the municipality (or the SEO) in which your project is located for a "Component 1" minor subdivision planning module form. Upon completion, this Application Mailer is submitted to the DEP Office in Altoona, PA.



Information on the Sewage Facilities Planning Module Application Mailer and the form can be obtained at:

<https://www.dep.pa.gov/Business/Water/CleanWater/WastewaterMgmt/Act537/Pages/Sewage-Facilities-Planning.aspx>

c. Completion and submission of a Sewage Facilities Planning Module

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Unless your project qualifies for one of the planning exemptions provided in Act 537, a package of sewage facilities planning forms appropriate for the project will be sent to the return address indicated on the mailer, or instructions for obtaining the appropriate forms from DEP's website will be issued. The package of completed forms and its supporting documentation is called a **sewage facilities planning module**, or "planning module." Once the planning module is complete, it must be submitted to the municipality in which the project is located for review and, if acceptable, adoption. After adoption by the municipality, complete planning modules are submitted to the DEP Office in Altoona, PA for review and final action. DEP action will be in the form of a letter to the municipality. Adoption by resolution of a planning module is the vehicle for legally amending the municipality's Official Sewage Plan. It is imperative that the municipality receives all of the information required in order to make informed decisions.



DEP sewage facilities planning approval is generally a prerequisite to obtaining subdivision and land development planning approval from municipalities with subdivision and land development ordinances. See the Bedford County Guide to Subdivision, Land Development (S&LD) & Sewage Planning and accompanying flow charts on the Planning Commission's web site at: <http://www.bedfordcountypa.org/>.

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Development & Building Considerations continued:

Consideration Checklist (✓)

3. If the land you intend to develop is in Bedford Borough, could it require zoning approval by the municipality?

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Bedford Borough is the only municipality in the County with zoning. A zoning permit is required prior to the erection, addition or alteration of any building or structure or portion thereof; prior to the use or change in use of a building, structure or land; and prior to the change or extension of a nonconforming use. Bedford County does not have a zoning ordinance.



More information on zoning in Bedford Borough can be obtained from the Borough Office at (814) 623-8192. The zoning ordinance and zoning map is on their website at: <http://www.bedboro.com/>.

4. If you want to develop a hunting cabin, a seasonal cottage, or similar recreational structure, what should you consider?

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a. Sewage Disposal

Since recreational/seasonal structures usually evolve over time into year-round residences, the DEP indicates that these structures must demonstrate capacity of supporting a sewage system capable of serving a full time residence. Generally, cabins planned with indoor plumbing must utilize on-lot septic systems, or be connected to public sewer, not served by holding tanks or privies, while cabins planned without indoor plumbing rely on privies. Modern privies are built above a watertight vault. The combination of a privy serving a structure with indoor plumbing is not allowed in modern sewage regulations.



Contact the municipal government and/or their SEO the property is located in for more information. Also, a DEP Fact Sheet on Understanding Holding Tanks also includes information on sewage facilities for seasonal use cottages and for hunting cabins. The link to this site is: <https://inspectapedia.com/septic/Understanding-Holding-Tanks-PA-DEP.pdf>.

b. Zoning

Even though certain recreational cabins and cottages may be exempt from building code requirements under the Uniform Construction Code (UCC) (see below), they may still require a zoning permit. In Bedford County, the only municipality with zoning is Bedford Borough. Bedford County does not have a zoning ordinance.

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More information on zoning in Bedford Borough can be obtained from the Borough Office at (814) 623-8192. The zoning ordinance and zoning map is on their website at: <http://www.bedboro.com/>.

c. Subdivision & Land Development

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Subdivision & Land Development: Generally, recreational/seasonal developments consisting of cottages, cabins, and other permanent and fixed dwelling structures, and any recreational and seasonal lots are viewed as residential subdivision or land developments. Municipalities with enacted subdivision and land development ordinances require that all subdivision and land development plats of land situated within the municipality be submitted to the governing body for approval. Subdivisions and land development are discussed later in this section.



Contact the municipal government that the property is located in for more information on subdivision and land development requirements in their municipal ordinance. Bedford County does not have a subdivision and land development ordinance.

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Development & Building Considerations continued:

Consideration
Checklist (✓)

d. Building Code

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Building Code: Certain structures that are intended solely for seasonal recreational use, such as hunting cabins or recreational cottages, may be excluded under Pennsylvania law from certain construction requirements of the code. The Uniform Construction code (UCC) does not apply to recreational cabins if the following conditions are met: (1) the cabin is equipped with at least one smoke detector, one fire extinguisher and one carbon monoxide detector in both the kitchen and sleeping quarters; and (2) the owner of the cabin files one of the following with the municipality: (a) A Department of Labor & Industry form UCC-13 attesting to the fact that the cabin meets the definition of a "recreational cabin" in § 401.1 (relating to definitions); or (b) a valid proof of insurance for the recreational cabin, written and issued by an insurer authorized to do business in the Commonwealth, stating that the structure meets the definition of a "recreational cabin."



In order to be excluded from the UCC construction requirements, a sworn Affidavit must be filed with the Building Code Official indicating the structure will be used solely as a "recreational cabin". When filing a UCC Recreational Cabin Affidavit, all other regulatory requirements must be met, including zoning (if in Bedford Borough); subdivision and land development (if in a municipality with a subdivision and land development ordinance); and sewage planning and/or permitting for all recreational cabin proposals. Once a dwelling is declared a "recreational cabin" this exclusion follows the building to subsequent owners by the recording of the Affidavit at the County Courthouse and written notice of the recreational cabin exclusion in sales agreements and the deed. Claiming a structure as a recreational cabin could lessen the value of the building for resale purposes. More information can be obtained from the PA Municipalities Code Alliance at (814) 310-2326 or at: <http://pacodealliance.com/>. Information on PA Code Chapter 403 pertaining to exclusions can be obtained at: <http://www.pacode.com/secure/data/034/chapter403/s403.1.html>. The UCC Recreational Cabin Affidavit can be obtained at: http://www.paconstructioncodesacademy.org/pdfs/Rec_Cabin_Exclusion_Form.pdf

5. Does your project involve a National Register of Historic Places Listed Building/Property?

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A federal list of historically significant resources, a National Register listed property has been identified as having significance to the history of the community, state, or the nation. An owner of a National Register Listed property can do whatever they want to with the property as long as there are no federal and state dollars attached to the property. However, if the individually listed National Register property should be located within a National Register Historic District, the municipality may have a Historic District Ordinance in effect that could regulate and restrict certain activities with that property. More information on Historic Districts is discussed below.



To see if the property is listed on the National Register of Historic Places, click on <https://www.nps.gov/maps/full.html?mapId=7ad17cc9-b808-4ff8-a2f9-a99909164466>. CRGS (Cultural Resources Geographic Information System) is a map-based inventory of the historic and archaeological sites and surveys stored in the files of the State Bureau for Historic Preservation (BHP). Web access to historic resource data is open to the public. Access to archaeological site locations and detailed site information is restricted. If Federal monies are involved in the property any changes to the property would have to allow the Advisory Council on Historic Preservation to comment on the project. More information can be obtained at: <http://www.achp.gov>. If there are state dollars involved, the property owner should contact the State Historic Preservation Office (SHPO.) The SHPO is the state agency that oversees historic preservation efforts in the state. More information can be obtained at: <http://www.phmc.pa.gov>.

6. Is your project located within a National Register Listed Historic District?

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A Historic District is a district that has been designated by the National Park Service that possess a significant concentration of sites, buildings, structures, or objects united historically and worthy of preservation and placed on the National Register of Historic Places, a federal list of historically significant resources.

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Development & Building Considerations continued:

Consideration
Checklist (✓)



In Bedford County as of this date, there are the following National Register listed Historic Districts: Bedford Borough, Everett Borough, Schellsburg Borough, Dutch Corner (in Bedford Township), and the Bedford Springs Hotel (in Bedford Township). Only Bedford Borough has a local district governed by an Historic District Ordinance that regulates and restricts the erection, reconstruction, alteration, restoration, demolition or razing of any building or structure, in whole or in part, and prescribes certain procedures relating to the issuance of permits for properties within said district. More information can be obtained from the Bedford Borough Office at 814.623.8192 or at <http://www.bedboro.com/>.

7. Does your project require the acquisition of any permits and/or approvals?

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Depending on the scope of your project, one or more of the following permits/approvals may be required:

a. Soil Erosion & Sedimentation Control Plan and/or NPDES Permit

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State regulations require any earth disturbance activity totaling 5,000 square feet or more to have a written Erosion and Sediment Control (E&S) Plan. The Bedford County Conservation District reviews plans in accordance to the Pennsylvania Department of Environmental Protection's Title 25, Chapter 102, Erosion and Sediment Control rules and regulations. NPDES (National Pollution Discharge Elimination System) Permits are required for sites disturbing 1 acre or more over the life of the project. NPDES Individual permits are required for sites located in High Quality (HQ) or Exceptional Value (EV) watersheds disturbing 1 acre or more over the life of the project. The Individual Permit will require DEP technical review of Post Construction Stormwater prior to permit approval.

Prior to any construction or earthmoving, the appropriate and necessary local, state, and federal permits must be secured from the agency having specific permitting authority (i.e. Jurisdictional Wetland Determination, Highway occupancy Permits, Chapter 105 permits, Army Corps, etc.)



More information on soil erosion and sedimentation control and the NPDES permit can be obtained from the Bedford County Conservation District at (814) 623-7900 ext 4 or at: <http://www.bedfordcountyconservation.com/>.

b. DEP has an on-line Permit Application Consultation Tool (PACT) to assist applicants in determining what environmental permits may be required.

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This tool can assist applicants who are considering developing a new project in Pennsylvania, or expanding or relocating an existing operation, to quickly and easily determine which types of environmental permits, authorizations, or notifications may be required for their specific projects. Because of the complexity of potential projects, and because of the diverse nature of state and federal environmental regulations, no tool can substitute for a detailed analysis of individual project plans. This tool, however, serves as a useful foundation for a Pre-Application Conference with DEP to discuss and verify tool results and permit coordination. The use of the Permit Application Consultation Tool could result in significant savings of both time and resources especially when multiple permits or authorizations are needed.



To use the tool or to learn more, the site can be accessed at: <http://www.dep.pa.gov/Business/OtherPrograms/Permits/Pages/default.aspx>. In addition, this link can also access Pennsylvania's Environment Facility Application Compliance Tracking System (eFACTS) to find more information on permits received or to track the progress of a specific permit.

c. A PennDOT (Highway Occupancy Permit) or a Municipal HOP (if the municipality requires a driveway permit) may be needed.

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A State HOP or possibly a Local permit may be needed when altering an existing driveway, a change in the type and/or amount of traffic using the driveway, or the construction of a new driveway.



If a state owned road, either contact the Highway Occupancy Inspector assigned to PennDOT Maintenance Office for Bedford County at (814) 623-6144 or contact the municipality if it is a locally owned road.

Development & Building Considerations continued:

Consideration
Checklist (✓)

d. Seven municipalities have an adopted Airport Zoning Ordinance regulating and restricting the height of certain structures and objects.

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These ordinances regulate and restrict the height to which structures may be erected or objects of natural growth may occur, and otherwise regulate the use of property in the vicinity of the Bedford County Airport by creating appropriate zones and establishing boundaries thereof. The municipalities with this ordinance are: Bedford Township; East St. Clair Township; West St. Clair Township; South Woodbury Township; Snake Spring Township; West Providence Township; and East Providence Township.



Contact one of the above the municipalities your project is located in for more information on their Airport Zoning Ordinance.

8. If creating one or more lots, changing lot lines, or constructing a land development, your project may require municipal Subdivision and/or Land Development Ordinance (SALDO) approval.

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Background: The PA Municipalities Planning Code (MPC) Act 247 states that the governing body of each municipality may regulate subdivision and land development within the municipality by enacting a subdivision and land development ordinance. Municipalities with enacted subdivision and land development ordinances require that all subdivision and land development plats of land situated within the municipality be submitted to the governing body for approval. The purpose of the ordinance is to maintain acceptable site design standards for the development of land and to coordinate public improvements on properties. The ordinance's standards apply uniformly throughout the municipality. A subdivision and land development ordinance does not control the use of land or buildings and does not define districts where certain uses are permitted and others are not.



Contact the municipal government the property is located in for specific subdivision and land development ordinance requirements. Bedford County does not have a subdivision and land development ordinance. Also, refer to the Bedford County Guide to Subdivision, Land Development (S&LD) & Sewage Planning Guide with accompanying flow charts on the Planning Commission's webpage at: <http://www.bedfordcountypa.org/>

9. If your project requires municipal SALDO review and approval, the PA Municipalities Planning Code (MPC) Act 247 requires that all final subdivision and land development plans that are approved by a municipality be recorded.

☐

Prior to municipal approval, the county planning commission is also required to review all proposed preliminary and final plans. Approved (signed) final plans are required to be recorded in the office of the county recorder of deeds within 90 days of final approval.*



***MPC Section 513. Recording Plats and Deeds**
Upon the approval of a final plat, the developer shall within 90 days of such final approval or 90 days after the date of delivery of an approved plat signed by the governing body, following completion of conditions imposed for such approval, whichever is later, record such plat in the office of the recorder of deeds of the county in which the municipality is located. Whenever such plat approval is required by a municipality, the recorder of deeds of the county shall not accept any plat for recording, unless such plat officially notes the approval of the governing body and review by the county planning agency, if one exists.

10. If your project requires municipal SALDO approval and after recording of your final (approved) plan, you will need to begin the building permit process.

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Development & Building Considerations continued:

Consideration Checklist (✓)

A building permit obtained under the PA Statewide Building Code regulates how the building is to be constructed or built. You or your consultant will need to obtain and complete a Land Use Checklist from the municipal government your project is located in. When all required approvals are complete for your project (applicable sewage planning, subdivision and land development, sewage permit, stormwater, driveway, public water and/or sewer tap permits, zoning permit, etc.), **the municipal government will sign the form and either:**

a. The municipality will issue the building permit if your project requires no building inspections from the PA Municipal Code Alliance, Inc. Some of these projects include, but are not limited to, storage sheds under a certain size or certain detached garages, etc.; or

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b. If your project requires building inspections, you will be directed to take your municipally signed Land Use Checklist to the PA Municipal Code Alliance, Inc. to begin your building permit process.

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More information on the PA uniform Construction Code (UCC) can be obtained at:
PA Municipal Code Alliance, Inc.
125 S. Richard Street, Suite 102
Bedford, PA 15522
Phone: 814-310-2326
Fax: 814-310-2338
pmcabedford@pacodealliance.com

Or on their website at: <http://pacodealliance.com/>

ONE LAST NOTE OF ADVICE: Project planning, permitting, sewage facilities planning & permitting, subdivision and land development review and approval, and the building permit process all take time to complete. Start your development early and build-in extra time to your project schedule to allow for permits, project reviews, and approvals.



*This is intended to be a general reference guide only as you maneuver your way through the process of possibly buying and/or developing property in Bedford County. It should NOT be considered all-inclusive to your particular project and is not intended to either take the place of legal advice from an attorney or technical advice from a surveyor, engineer, realtor, or other professional as may be required. Some information in this checklist may be time sensitive since rules, regulations, and websites can change over time. An electronic version of this document is on the Planning Commission's webpage at:
<http://www.bedfordcountypa.org/Planning.html>.*



End of Checklist