



To: Board of Commissioners

From: Harry R. Faulk, Twp. Manager

Date: September 5, 2025

Agenda Item

An Ordinance Establishing Procedures for the Leasing of Township Owned Land.

Background

Commissioner Richard Gray proposed the creation of an ordinance aimed at slowing the influx of requests from organizations seeking to lease public land. After several months of deliberations, Manager Faulk has prepared a draft ordinance intended to establish a formal policy and introduce a public comment period for all public land leasing requests.

Attachments

- **Draft Ordinance**

OFFICIAL
TOWNSHIP OF NORTH HUNTINGDON

ORDINANCE NO. ____

**AN ORDINANCE OF THE TOWNSHIP OF NORTH HUNTINGDON
SETTING FORTH PROCEDURES FOR TOWNSHIP OWNED LAND
FOR LEASE.**

WHEREAS, the Township of North Huntingdon owns parcels of land within North Huntingdon Township, Westmoreland County; and

WHEREAS, the Board of Commissioners would like to adopt policies and procedures to ensure that land owned by North Huntingdon Township is utilized for both community development, enjoyment, and economic development. This Ordinance excludes the leasing of land for the use of public utilities.

NOW, THEREFORE, the Board of Commissioners of North Huntingdon Township, County of Westmoreland, Commonwealth of Pennsylvania, hereby enacts the following policy and procedures:

1. If an organization would like to lease land that is owned by the Township, they shall provide the Board of Commissioners with a copy of the proposal that includes a business plan, secured financing, letters of support, and conceptional drawings.
2. The Board will review the proposal for a period of sixty (60) days to determine if the Board will move forward to consider their proposal.
3. After the sixty (60) day review process, the Board of Commissioners will take a public vote at the next regular meeting to determine whether to consider the proposal or decline consideration of the proposal.

4. If the majority of the Board of Commissioners votes to move forward with consideration of the proposal, there will be a 90-day public comment period that will include surveys and public hearings to the extent of which will be determined by the Board of Commissioners. The cost of the public input will be paid by the organization that submitted the proposal.
5. If another organization submits a proposal at the same parcel, while a current proposal is under review, the Board of Commissioners will evaluate all proposals together before proceeding. In such cases, the original proposal will return to step four to ensure simultaneous consideration.
6. If the majority of the Board of Commissioners votes move forward with consideration of a proposal, the Board will enter into a negotiation period of six (6) months to negotiate a land lease agreement. The Board or Organization can terminate the negotiation at any time or vote to consider extending the negotiation period at the end of the six (6) month period.

This Ordinance does not apply to leasing of land for Public Utilities as defined by Chapter 23 – Title 66 – Public Utilities of Pennsylvania.

Severability – If any sentence, clause, section, or part of this Ordinance is for any reason found to be unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance. It is hereby declared as the intent of the Board of Commissioners that this Ordinance would have been adopted had such unconstitutional, illegal, or invalid sentence, clause, section, or part thereof not been included herein.

General Repealer – All Ordinances, Resolutions, or parts thereof not in accordance with this Ordinance are hereby repealed to the extent they are in conflict with the provisions of this Ordinance.

ORDAINED AND ENACTED at a regular meeting of the Board of Commissioners of the Township of North Huntingdon, County of Westmoreland, Commonwealth of Pennsylvania, a full quorum being present, this ____ day of _____, 2025.

TOWNSHIP OF NORTH HUNTINGDON
BOARD OF COMMISSIONERS

By: _____
Zachary J. Haigis, President

ATTEST:

Harry R. Faulk, Township Manager

SEAL

SOLICITOR: Chelsea Dice, Esquire