

WHAT IS THE PURPOSE OF COMMITTEES AND BOARDS?

Zoning Hearing Board:

- Members are appointed by the Littlestown Borough Council
- A Zoning Hearing Board consist of three residents of the municipality
- Members of the Board shall hold no other office in the municipality, except that no more than one member of the Board may also be a member of the Planning Commission.
- Terms of office shall be three years and shall be so fixed that the term of office of one member shall expire each year. The Board shall promptly notify the governing body of any vacancies which occur. Appointments to fill vacancies shall be only for the unexpired portion of the term.
- The Board shall elect from its own membership its officers, who shall serve annual terms as such and may succeed themselves
- For the conduct of any hearing and the taking of any action, a quorum shall be not less than a majority of all the members of the Board, but the Board may appoint a hearing officer from its own membership to conduct any hearing on its behalf and the parties may waive further action by the Board
- The Board can act on the following:
 - Appeals from the Zoning Officer
 - Challenge to the validity of any ordinance or maps
 - Challenges to the Subdivision and Land Development Ordinance and to the Planned Development Ordinance; Special Rules
 - Variances
 - Special Exceptions
- The Board is only called when an application to the Zoning Hearing Board has been submitted

Planning Commission:

- Members are appointed by the Littlestown Borough Council
- A Planning Commission shall not have less than three nor more than nine members
- Members of the Commission shall be residents of the Borough and at least five members shall be citizens meaning they must live in the Borough and shall not be officers or employees of the municipality
- The Commission is an advisory body only and shall be restricted in its duties to applying the conditions, requirement, restrictions and standards imposed by various articles of the Borough Code
- The Commission shall function as both a Zoning Commission and a Planning Commission

Vacancy Board:

- Members consist of Council, exclusive of the Mayor and one registered elector of the Borough who shall be appointed by the Council
- The Board is responsible for filling vacancies if Council fails to fill any vacancy within 30 days after the vacancy happens
- The Vacancy Board shall appoint a registered elector of the Borough, or ward in the case of a ward office, to hold the office
- If the vacancy is not filled by the Vacancy Board within 15 days, the chair shall, or, in the case of a vacancy in the chair, the remaining members of the Vacancy Board shall, petition the court of common pleas to fill the vacancy by the appointment of by the appointment of a registered elector of the borough, or ward in the case of a ward, to hold the office

Borough Authority:

The Littlestown Borough Authority is a five-member board that consists of a Chair, Vice-Chair, Secretary and two members. The term limit for each member is 5 years with each term expiring consecutively. The members are appointed by the Littlestown Borough Council and each position on the board is done within the board at a reorganization meeting.

The Littlestown Borough Authority owns the Water and Sewer system. The Authority has entered into an "Agreement" with the Borough, whereby the Borough operates and manages the Water and Sewer Systems. The Authority authorizes, approves, and directs, inter alia, receipts, revenues and funds derived from operations of both systems to be paid to the Borough.

The Borough Authority shall have the power and authority to participate in the financing of projects of worthy, nonprofit charitable and/or educational entities through its issuance of tax-exempt obligations, and, upon approval by the Authority of any such financing, to authorize its appropriate officers to execute, acknowledge, attest and deliver any and all necessary or appropriate documents and take any and all necessary or appropriate actions in connection with such duly authorized and approved financing.