Ordinance 2026-04
Amending Land Use Code 2024-03, Article 7, Section 02

After careful review and approval of the Bellefonte Planning Commission/Zoning Review Board, the Bellefonte Town Commission does hereby approve this Ordinance. This Ordinance repeals and replaces Land Use Code 2024-03, Article 7 – Administration, Section 02 with the following:

§ 7-02. Code Compliance Necessary to Obtain Building Permit

A. No building permit shall be issued unless the Zoning Review Board, has determined that the proposed buildings, uses of land, including signs, comply with all provisions of this Land Use Code.

B. Prior to requesting a Building Permit from New Castle County, the applicant shall provide the Zoning Review Board with the applicant's proposal so that the Bellefonte Zoning Review Board may review the applicant's proposal for compliance with this Land Use Code, other applicable laws, and assure that all appropriate fees are paid. For review of a minor or routine proposal, in lieu of the full Zoning Review Board, its Chair may determine compliance under this Section, unless the Chair elects to refer the proposal for review by the full Zoning Review Board.

C. The Zoning Review Board shall determine the procedure and information required to conduct such review for compliance with this Land Use Code. The procedure shall include a list of minor or routine proposals that qualify for review by the Chair, such as proposals limited to interior renovations, proposals limited to replacing an existing component of a structure with the same size and the same or similar materials, proposals that do not enlarge the footprint or size of the structure, proposals that have no history of denial by the Zoning Review Board, and proposals whose construction costs are reasonably estimated to be less than $25,000.

D. To the extent practical, the review of proposals by the Zoning Review Board shall be coordinated with and/or made simultaneous with the applications and procedures of other development-related approvals.

This Ordinance becomes effective on the date of final approval. This is intended to streamline the process for receiving approval for a Zoning Review Board application. It does not override the right of the applicant to have an in-person review if they so choose.

Date of First Reading: 10/12/26

Date of Second Reading: 11/9/26

Approved:

President: Brandon Dougherty Date: 11/9/26
Brandon Dougherty

Attest: Scott MacKenzie Date: 11/9/26
Secretary Scott MacKenzie