

COMPLETED ONLY BY TOWNSHIP:

APPLICATION NO. _____ DATE FILED _____, 20__ TIME FILED _____.M.

AMOUNT OF FEE _____ DATE FEE FILED _____

APPLICATION TO ZONING HEARING BOARD
OR BOARD OF COMMISSIONERS

UPPER POTTS GROVE TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA

1. Applicant:

(a) Name: _____

(b) Mailing Address: _____

(c) Telephone number: _____

(d) Legal status of applicant (check one):

{ } Owner of legal title

{ } Owner of equitable title

{ } Tenant with the permission of owner of legal title

{ } Other (describe) _____

2. Classification of Application (Check one or more if applicable):

ZONING HEARING BOARD

{ } A. Appeal from the Zoning Officer (Interpretation of Ordinance or map)

{ } B. Request for Special Exception under Zoning Ordinance Section _____

{ } C. Request for Variance under Zoning Ordinance Section _____

BOARD OF COMMISSIONERS

{ } D. Change or amendment to Zoning Ordinance

{ } E. Citizens Petition

{ } F. Code Hearing Board

{ } G. Conditional Use

3. Applicants attorney, if any:

(a) Name: _____

(b) Mailing address: _____

(c) Telephone number: _____

4. Property:

(a) Present zoning classification: _____

(b) Number and street: _____

(c) Location, with reference to nearby intersections or prominent feature

(d) Tax map identification: Block _____ Unit: _____

(e) Dimensions:

(1) Area: _____

(2) Frontage: _____

(3) Depth: _____

(f) Size, construction and use of existing improvements, use of land, if unimproved:

5. Proposed use of construction:
6. Estimated cost of proposed construction: _____
7. Describe the manner in which proposed use or construction differs from that permitted as of right; state legal grounds for appeal, cite specific sections of Planning Code, Zoning Ordinance, Subdivision Regulations or other Acts or Ordinances:
8. Has any previous appeal been filed concerning subject matter of this appeal?
- If yes, specify:
- { } Appeal from decision of Zoning Officer
dated _____
- { } Prior decision of Zoning Hearing Board
9. List names and addresses of all property owners within 500 feet of the perimeter of the subjects property. (Supplemental sheets of the same size may be attached.)
10. Challenges (only if 2D or 2E checked above.) List requested issues of fact or interpretation:

I (we) hereby certify that the above information is true and correct to the best of my (our) knowledge, information or belief.

Date _____

Notes:

- (1) For 2 (A), (B), (C), (F), or (G) above, one copy of one or more plans (if size 8 ½" x 11") or 24 copies (if larger than 8 ½" x 11") must be attached to the appeal. The plan or plans should be prepared by a professional engineer or surveyor, but the Board will accept any plans which are complete and accurate, provided that if not prepared by a professional engineer or surveyor, the person who prepared the plan must be prepared to state under oath at the formal hearing that the plan is complete and accurate. The plan or plans must contain all information: The property related to a street, the dimension and area of the lot, the dimensions and location of existing buildings or improvements, the dimensions and locations of proposed uses, buildings or improvements.
Also, one 11" x 17" copy of the plan's cover sheet.
- (2) For 2 (D) or (E) above, one copy of the challenged Ordinance or Map (if size 8 ½" x 11") or 24 copies (if larger than 8 ½" x 11") must be attached to the Appeal.
- (3) Along with each application or appeal to the Zoning Hearing Board or Board of Commissioners, the applicant or appellant shall make a deposit in accordance with the fee schedule set forth below:
 - (a) For each application for a Special Exception or appeal for a Variance to the Zoning Hearing Board or appeal from decision of Zoning officer _____ \$400.00
 - (b) For each application , request, or petition for a change of or amendment to this Ordinance by the Board of Commissioners _____ \$400.00
 - (c) For each Conditional Use Application _____ \$1,500.00
- (4) Any building permit or any other permits to which applicant may be entitled as a result of a decision of the Zoning hearing Board shall be applied for within six (6) months of the date thereof. Failure to do so will render the decision null and void.
- (5) All checks shall be made payable to the order of Upper Pottsgrove Township.