

INSTRUCTION FOR APPLICATION TO THE ZONING HEARING BOARD

- 1) Complete all phases of application and submit with six (6) copies.
- 2) For 2 (A) (B) or (C), seven (7) copies of the plan or plans must be attached to the Appeal. The plan(s) should be prepared by a professional engineer or surveyor, but the Board will accept any plan(s) which are complete and accurate, provided that if not prepared by a professional engineer or surveyor, the person who prepared the plan(s) must be prepared to state under oath at the formal hearing that the plan(s) is/are complete and accurate. The plan(s) must contain all information relevant to the Appeal, including but not limited to, the following: the property related to a street; the dimensions and area of the lot; the dimensions and location of existing buildings or improvements; the dimensions and locations of proposed uses, building or improvements.
- 3) For 2 (D), seven (7) copies of the challenged Ordinance, Ordinance Section or Map must be attached to the Appeal.
- 4) The application must be signed by all applicants; the term, "applicant" includes the owner of record and the individual or entity claiming to have an equitable interest in the premises.
- 5) The person actually presenting the application before the Zoning Hearing Board must be one of the following:
 - a) Legal owner of the property
 - b) Equitable owner of the property
 - c) An attorney who is a member of the Pennsylvania Bar
- 6) Documentation, whether it be a copy of the deed, agreement of sale, lease, or any other agreement confirming and describing the specific interest of the individual signing the application, should be attached to the application as Exhibit "A".
- 7) Filing fees (as of the most recent adopted Township Fee Schedule) which must accompany this Appeal, and which are not returnable once the Appeal is accepted, are:

a) Residential	\$ 500.00 plus \$ 50.00 per unit in excess of one (1) unit *
b) Non-residential	\$ 950.00 plus \$ 150.00 per acre, plus court reporter's charge for pages of testimony in excess of 20 pages *
c) Challenges to the Validity	\$ 2,500.00 of the Zoning Ordinance

*Applicant will be required to pay any expenses incurred by the Township over and above these amounts.

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If the applicant hereafter files an Appeal, or desires a transcript for any reason, he shall be liable for and deposit with the Township forthwith the Court Reporter's estimated charges for an original and two (2) copies of such transcript. If the actual charges differ from the estimate, the Township shall bill or make a refund to the applicant, as appropriate.

- 8) 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.
- 9) All checks shall be made payable to the order of UPPER PROVIDENCE TOWNSHIP and must be submitted with the application.

APPLICATION NO. _____

FEE AMOUNT: \$ _____

DATE FILED: _____

TIME FILED: _____

(THIS SECTION FOR TOWNSHIP USE ONLY)

APPLICATION TO ZONING HEARING BOARD

Upper Providence Township
1286 Black Rock Road, P.O. Box 406
Oaks, Pennsylvania 19456

1. DATE: _____

2. CLASSIFICATION OF APPLICATION (CHECK ONE OR MORE IF APPLICABLE):

- A. Request for Variance (PA MPC, Section 909.1(a)(5)-910.2)
- B. Request for Special Exception (PA MPC, Section 909.1(a)(6)-912.1)
- C. Appeal of decision of the Zoning Officer (PA MPC, Section 909.1(a)(3)(4)(8))
- D. Challenge of the validity of ordinance or map by person aggrieved by use or development permitted on land of another (PA MPC, Section 909.1(a)(1)(2))

3. APPLICANT:

OWNER:

Name (a) _____

(a) _____

Mailing Address (b) _____

(b) _____

Phone Number (c) _____

(c) _____

4. LEGAL STATUS OF APPLICANT (check one):

- Owner of Legal Title - Copy of deed must be attached as Exhibit A
- Owner of Equitable Title-Agreement of Sale must be attached as Exhibit A
- Tenant with the Permission of Owner of Legal Title - Lease must be attached as Exhibit A
- Other (describe)

5. APPLICANT'S ATTORNEY, if any:

- (a) Name _____
- (b) Mailing Address _____

- (c) Phone Number _____

6. PROPERTY:

- (a) Present Zoning Classification _____
- (b) Number and Street (if assigned pursuant to Township Ordinance No. 179, June 28, 1976, as amended):

- (c) Location, with reference to nearby intersections or prominent features:

- (d) Tax Map Identification: Block _____ Unit _____
- (e) Dimensions: Area _____
Frontage _____ Depth _____
- (f) Describe the size, construction and use of existing improvements or use of land, if unimproved:

7. DESCRIBE THE PROPOSED USE OR CONSTRUCTION:

8. DESCRIBE HOW THE PROPOSED USE OR CONSTRUCTION DIFFERS FROM WHAT IS PERMITTED:

9. STATE LEGAL GROUNDS FOR APPEAL; CITE SPECIFIC SECTIONS OF PENNSYLVANIA MUNICIPALITIES PLANNING CODE, ZONING ORDINANCE, SUBDIVISION REGULATIONS OR OTHER ACTS OR ORDINANCES:

10. HAS ANY PREVIOUS APPEAL BEEN FILED CONCERNING SUBJECT MATTER OF THIS APPEAL?

Yes [] No [] If yes, specify: _____

11. CHALLENGES (IF 2 (d) IS CHECKED ON PAGE 1). LIST REQUESTED ISSUES OF FACT OR INTERPRETATION:

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

Applicant's Signature Owner's Signature

Applicant's Signature Owner's Signature

Check One:

Owner of Record

Equitable Owner