

**APPLICATION TO THE
ZONING HEARING BOARD OF PENNSBURG BOROUGH**

(Original to be Notarized)

Appeal is made this ____ day of _____, 20____ by the undersigned from a Decision of the Zoning Officer dated _____, 20____.

Appellant herewith applies for a _____
(Specify variance, special exception or other)

1. The name of the Appellant is _____
Whose address is _____
_____ Phone (_____)_____

2. The owner of the real estate affected by this Appeal, if different than Appellant is

Whose address is _____
_____ Phone (_____)_____

3. A brief description and location of the real estate to be affected by the Appeal:

Block _____ Unit _____ Parcel No. _____

4. The real estate in question is presently zoned: _____
The present use of the property is: _____

And the improvements presently on the property consist of: _____

5. A. If application is for a special exception, state the Article and Section of the Pennsburg Borough Zoning Ordinance that allows the granted of the special exception.

Article _____ Section _____

B. If application is for a variance, state the Article and Section of the Pennsburg Borough Zoning Ordinance that allows the granted of the variance.

Article _____ Section _____

C. If application is for an interpretation, state the Article and Section of the Pennsburg Borough Zoning Ordinance that allows the granted of the interpretation.

Article _____ Section _____

D. If this is an appeal from a decision of the Borough or its zoning officer, state the date of such decision and briefly describe the reason for the appeal.

6. State the reason(s) why this application should be allowed: _____

7. If the application involves improvements or additions to real property, describe in detail the dimensions and intended use of such improvements or additions. Please attach additional sheets if necessary. _____

8. State whether a previous Appeal has been filed in connection with the subject property:

9. SUBMISSION REQUIREMENTS:

A. Seven (7) copies of a completed “Zoning Hearing Board Application”. The original Application must be notarized. All information must be included on the Application and incomplete Applications will not be accepted and will be returned to the Applicant.

B. The Applicant shall provide pre-stamped, pre-addressed envelopes for all land owners located within four hundred feet (400’) of Applicant’s land, which shall be provided at Applicant’s sole costs and expense, pursuant to the requirements of Section 328.1 (D) of the Borough Zoning Ordinance.

C. Other information needed, but not limited to:

1. Seven (7) drawings/sketches locating property on which Appeal is requested to include:
 - a. Present improvements and location property lines, if applicable;
 - b. Nearest intersecting streets;
 - c. Environmentally sensitive areas (i.e. Wetlands, streams, slopes, etc);
 - d. Names of adjoining property owners;
 - e. Present Zoning;
 - f. Block and Unit;
 - g. Present or proposed setbacks, easements, right-of-ways, etc;
2. Additional information as required by the zoning officer or Borough staff.

10. Enclose the necessary filing fee, as set by Resolution by Borough Council. *

Date

Appellant’s Signature

Date

Owner’s Signature

* Additional fees may apply, per the Pennsylvania Municipal Planning Code Section 908.

COMMONWEALTH OF PENNSYLVANIA:

SS.

COUNTY OF _____:

I/We _____, being duly sworn according to law, deposes and says that the facts set forth above are true and correct.

Appellant

Appellant

Sworn and subscribed to before me
this _____ day of _____, 20_____.

Notary Public

My Commission expires _____

.....OFFICE USE ONLY.....

Received by: _____

Date Application Filed: _____

Hearing Date Scheduled For: _____

Decision of Borough Council: **GRANTED / DENIED** Date: _____

Remarks: _____
