

**WASHINGTON TOWNSHIP ZONING HEARING BOARD
APPEAL APPLICATION**

Applicants Name

Street Address

City, State & Zip Code

(_____) _____
Phone Number

Appeal Number
Advertising Dates
Application Fees
Date Received Official Use ONLY

APPLICANT - READ CAREFULLY BEFORE ATTEMPTING TO COMPLETE

It is the responsibility of the applicant or authorized representative or attorney to appear and present his case to the Zoning Board. **Applications for hearings must be submitted to the Zoning Officer AT LEAST TWENTY ONE (21) days prior to the next scheduled hearing.** Notice of appeal must be filed within thirty (30) days after the decision of the Zoning Officer. Certain supporting data must be submitted with and made part of this application, as follows:

1. Six copies of plot plan and diagram indicating thereon all exact measurements as possible.
2. Written statement of applicant outlining variances required and special reasons, circumstances, and condition upon which the application is submitted.
3. A copy of the building or construction plans, if applicable to this case.

(I), (WE), _____
(Owner name (s))

(Address) (Phone Number)

4.4. If you will have legal or other representation, please indicate below:

(Representative) (Address) (Phone Number)

Hereby apply for a hearing before the Zoning Hearing Board to provide:

- () Variance/Exception to the following requirements of the Zoning Ordinance: Section (s) _____
- () Temporary Use Permit
- () Authorization for Change of a Non-Conforming Use
- () Ruling on decision of the Zoning Officer made on: Date _____

The reason, circumstances and/or special conditions concerning this application are attached and made part of this application.

PHYSICAL LOCATION OF SUBJECT PROPERTY: _____

Signature of Applicant/Owner Address Phone Number

ZONING HEARING BOARD

APPEAL INFORMATION

The following is a list of questions designed to assist you and the Zoning Hearing Board in the efficient and speedy review of your appeal. It is strongly recommended that you be prepared to thoroughly answer all the questions herein contained. Failure to answer adequately any of these questions will result in the denial or continuance of your appeal.

1. What is the full name and home address of the owner (s) of the premises which is the subject of the appeal?

2. If appellant is other than the owner, what is the full name and home address of the appellant, and the specified interest of the appellant in the appeal (ex) agent for owner, equitable interest, agreement of sale, etc.

3. What was the date of acquisition of the subject premises by the owner?

4. What is the exact location of the property in question, (ex: abuts)?

5. What are the exact dimensions of the premises (ex: the length of front, side, and rear boundary lines of subject property)?

6. What is the square footage or acreage of the premises?

7. What are the dimensions (height, width, and depth) type of construction (material used), and front, side, and rear yard setbacks of the buildings, structures, or other improvements (including signs) existing and proposed for the subject premise?

8. What is the specific nature of the present use being made of the property?

9. Upon what grounds do you base this appeal?

A. **SPECIAL EXCEPTIONS** - Where the governing body in the Zoning Ordinance has stated special exceptions to be granted or denied by the Zoning Hearing Board - pursuant to express standards and criteria, the Board shall hear and decide requests for such special exceptions in accordance with such standards and criteria. In granting a special exception, the Board may attach such reasonable conditions and safeguards, in addition to those expressed in the Ordinance, as it deems necessary to implement the purpose of the Zoning Ordinance.

B. **VARIANCES** - The Zoning Hearing Board shall hear requests for variances where it is alleged that the provisions of the Zoning Ordinance inflict unnecessary hardship upon the applicant. The Board may grant a variance provided the following findings are made where relevant in a given case:

1. That there are unique physical circumstances or conditions, including irregularity, narrowness, or shallowness of lot size or shape, or exceptional topographical or other physical conditions peculiar to the particular property, and that the unnecessary hardship is due to such conditions, and not the circumstances or conditions generally created by the provisions of the Zoning Ordinance in the neighborhood or district in which the property is located.

2. That because of such physical circumstances or conditions, there is no possibility that the property can be developed in strict conformity with the provisions of the Zoning Ordinance and that the authorization of a variance is therefore necessary to enable the reasonable use of the property.

3. That such unnecessary hardship has not been created by the appellant.

4. That the variance, if authorized, will not alter the essential character of the neighborhood or district in which the property is located, nor substantially or permanently impair the appropriate use of development of adjacent property, nor be detrimental to the public welfare.

5. That the variance, if authorized, will represent the minimum variance that will afford relief and will represent the least modification possible of the regulation in issue.

In granting any variance, the Board may attach such reasonable conditions and safeguards as it may deem necessary to implement the purposes of this act and the Zoning Ordinance.

Please note: ONLY HARDSHIP PECULIAR TO LAND MERITS AN ALLOWANCE OF A VARIANCE.

10. Does there exist unique physical circumstances or conditions, including irregularity, narrowness, or shallowness of lot size or shape, or exceptional topographical or other physical conditions peculiar to the particular property? (It must be remembered that the granting of a variance is based upon the unnecessary hardship due to existing conditions and not the circumstances or conditions generally created by the provisions of the Zoning Ordinance in the neighborhood or district in which the property is located).

11. Will the variance, if authorized, alter the essential character of the neighborhood or district in which the property is located, or substantially or permanently impair the appropriate use of development of adjacent property, or be detrimental to the public welfare? Explain:

12. What is the specific use of the premises, considering such factor as: traffic generated; parking facilities, number of employees, nuisance characteristics, such as emission of noise, dust, odor or smoke; fire hazards; and hours and manner of operation.

13. What landscaping is planned, if any?

14. What is the character of the structures and uses being considered on properties abutting the subject premises (ex: single family residential dwellings, commercial, recreational)?

15. What type of sewage and water facilities are available on the property in question?

If provided space is insufficient, use additional sheets of paper and attach.

Copies of the Washington Township Zoning Ordinance are available at the Township Municipal Building.

PLEASE RETURN THIS INFORMATION 21 DAYS BEFORE YOUR SCHEDULED HEARING.

Note: A sketch plan must be prepared if applicable, showing how the proposed structure will be situated on the tract, giving exact dimensions of the lot with distances indicated from lot lines to the structure (front, rear, and side yard distances).

PLEASE ATTACH TO THE END OF THIS DOCUMENT A LIST OF ALL NAMES AND ADDRESSES OF PROPERTY OWNERS WITHIN A DISTANCE OF 300 FEET FROM THE EXTERIOR LIMITS OF THE PROPERTY INVOLVED IN THIS APPEAL, AS SHOWN BY THE LATEST ASSESSMENT ROLES FOUND IN THE ASSESSMENT OFFICE LOCATED AT THE COUNTY COURTHOUSE OF LEHIGH COUNTY IN ALLENTOWN, PENNSYLVANIA.

SPECIAL NOTICE:

The undersigned has examined the latest assessment rolls found in the Assessor's Office for the County of Lehigh at the Courthouse in Allentown, Pennsylvania, and certifies that the above listed individuals are the only property owners within three hundred (300) feet of the exterior limits of the property involved in this appeal at the time of the filing of this appeal. It is understood by the undersigned that any omissions from the list of property owners above shall be considered a sufficient ground by and of itself for the revocation of any decision which may be rendered in favor of the applicant.

I hereby certify that all of the above statements and the statements contained in any documents, papers, plans or exhibits submitted herewith are true and correct to the best of my knowledge and belief.

Applicant

DATE: _____

Applicant

Applicant

THIS APPEAL IS _____ GRANTED _____ DENIED

(Board)

(Zoning Officer)

FILE FIVE (5) COPIES OF THIS FORM WITH THE ZONING OFFICER