

EAST WHITELAND TOWNSHIP ZONING HEARING BOARD

APPLICATION FOR:

- SPECIAL EXCEPTION**
- VARIANCE**
- APPEAL FROM INTERPRETATION OR RULING OF THE
THE ZONING OFFICER**
- VALIDITY CHALLENGE**
- OTHER (SPECIFY BASIS)**

(Submit eight copies of application and eight copies of plans)

Date: _____

1. Applicant's name and address: _____

2. Who owns the real estate on which the proposed exception or variance is being requested?

3. Please give a brief description, state location of the real estate, and Tax Parcel Number on which the proposed special exception, variance or other relief is being requested:
(a) Address: _____
(b) Tax Parcel No. _____
(c) Location & Description: _____

4. What is the present zoning classification of the real estate involved?

5. What buildings or other structures are now on the property? _____

6. What use is now being made of the property? _____

7. Indicate by number the section(s) of the Zoning Ordinance under which you feel the special exception, variance or other relief may be allowed, and state your reasons why it should be granted:

8. What additions to or improvements in the property do you intend to make under this application? Please describe below as completely as possible:

9. Have you attached a plan and/or other graphic material? If so, please identify:

10. In keeping with Section 200-116.B of the Township Zoning Ordinance, at least ten (10) days prior to the hearing the applicant is responsible for providing notice by regular first-class mail or hand delivery to the address of record as is on file at the Chester County Assessor's office to all owners of properties contiguous to and directly across the street from the affected tract. In addition, where the Zoning Officer believes, in his/her sole discretion, that the relief requested may affect the use and enjoyment of additional properties in proximity to the affected property, the Zoning Officer shall designate such additional property owners to receive written notice by the applicant to the public hearing.

Filing fee deposit (See: Current Fee Schedule)

Eight sets of site plans to be submitted with application.

Signature of Applicant or Authorized Representative

Name of Contact for Applicant: _____

Phone Number: _____

Email Address: _____

Name of Engineer, Architect or Planner (if applicable) _____

Name of Attorney: _____

Attorney's Email Address: _____

NOTE: All communications will be by email transmittal, unless you elect by regular mail:

If prefer communications by:

Email

Regular Mail

**RE: EAST WHITELAND TOWNSHIP
ZONING HEARING BOARD**

APPEAL NO: _____

APPLICATION OF _____

I, _____, hereby confirm to the East Whiteland Township Zoning Hearing Board that on _____, 20__, I provided written notice of this hearing (by either hand delivery or by regular first class mail) to the owners of all properties contiguous to and directly across the street from the property which is the subject of this application, being the following:

Property Address:

Property Owner:

Tax Parcel No.

The undersigned understands that this statement is made subject to the penalties of 18 Pa.C.S. Section 4904 relating to unsworn falsifications to authorities.

Date: _____

Applicant

EAST WHITELAND TOWNSHIP ZONING HEARING BOARD
ITEMS REQUIRED AT TIME OF HEARING

THE FOLLOWING ITEMS ARE REQUIRED TO BE PRESENTED TO THE ZONING HEARING BOARD AT THE TIME OF HEARING. ALL ITEMS MUST BE SUBMITTED IN QUADRUPPLICATE AND WILL BE RETAINED BY THE BOARD.

IF ANY ITEMS ARE UNABLE TO BE PRESENTED TO THE ZONING HEARING BOARD AT THE SCHEDULED TIME OF HEARING, A CONTINUANCE SHOULD BE REQUESTED PRIOR TO THE SCHEDULED HEARING OR WILL BE REQUESTED BY THE BOARD AT TIME OF HEARING UNTIL ALL ITEMS REQUIRED ARE ABLE TO BE SUBMITTED IN THE FORM PRESCRIBED.

1. PROOF OF STANDING: Applicant(s) who are not owners of the premises must submit all documents establishing proof of standing, including, but not limited to, Agreements of Sale, executed Options to Purchase, or Leases. (If the Applicant is the owner of the Premises, the Solicitor's Office will confirm ownership with Recorder of Deeds records.)

2. SURVEY PLAN:

A. Completed by a Registered Surveyor and/or Registered Engineer. (For minor cases or those not involving any new construction, the Board Solicitor is empowered to pre-approve a plot plan not prepared by a registered surveyor or engineer. If you wish a waiver, you must contact the Solicitor at least 7 days prior to the Hearing.)

B. All survey plans must be drawn to scale, said scale being not less than one inch (1") - fifty (50) feet.

C. Exact dimensions of the existing and/or proposed lot lines and lot sizes must be shown thereon.

D. All survey plans must show the exact location of any existing and/or proposes structures, drawn to scale.

E. All survey plans must show all setbacks for existing and proposed structures.

F. All survey plans must show the exact dimensions of all existing driveways and all existing or proposed rights of way.

G. All survey plans must show the location of all yards, and the dimensions thereof, including setbacks therein, for front yards, rear yards, side yards, etc.

H. All survey plans must contain a "legend" set forth on the face of the survey plan, which indicates the following information and data in a columnar form:

- (i) existing zoning data and requirements (e.g. lot area, lot width, building coverage, lot coverage, etc.) for the zoning district or districts in which the Applicant's property is situate;
- (ii) proposed data and requirements for the Applicant(s);
- (iii) the net differential (plus or minus) between the required and proposed data.

3. DEVELOPMENT PLAN: Plans must be submitted if such plans are relevant to the application or required to be submitted pursuant to Township ordinances.

4. STRUCTURAL DIMENSIONS: All survey plans submitted by the Applicant(s) in accordance with the foregoing provisions of this sheet shall also include thereon building dimensions. Also, if building height is at issue, then in addition to the exact foundational dimensions of any structures, a separate plan indicating the exact heights of existing and proposed structures must be presented.

5. WRITTEN NOTICES: ALL APPLICANTS ARE REQUIRED TO PROVIDE WRITTEN NOTICE OF THE HEARING, AT LEAST SEVEN DAYS PRIOR TO THE HEARING, TO ALL PROPERTY OWNERS WHOSE PREMISES ARE EITHER CONTIGUOUS TO OR ACROSS THE STREET FROM THE PARCEL(S) WHICH IS THE SUBJECT OF THE APPLICATION. The purpose of this provision is to insure that nearby property owners are aware of the application submitted, but under no circumstances will any statements from adjoining property owners which indicate assent to the Applicant's proposed relief to be considered as a guarantee of the issuance a favorable decision by the Board. At the hearing, the Applicant must demonstrate proof of compliance with this requirement. Notices may be either hand delivered or sent by regular first class mail. A copy of the affidavit form for proof of this requirement is appended hereto.

6. SUBDIVISION OR LAND DEVELOPMENT PLANS: For those Applicants who are requesting relief from the Zoning Hearing Board in conjunction with the submission of a Subdivision or Land Development Plan to the Board of Supervisors of East Whiteland Township, the Applicant is required to submit sketch plans to the Township Planning Commission and obtain the Planning Commission's review prior to the commencement of the hearing (see Section 200-115.D.5 of the Zoning Ordinance).

7. UNDER NO CIRCUMSTANCES SHALL ANY APPLICANT OR THEIR AGENT COMMUNICATE DIRECTLY WITH ANY MEMBER OF THE ZONING HEARING BOARD. ALL COMMUNICATIONS SHALL BE DIRECTED TO THE SOLICITOR OF THE ZONING HEARING BOARD OR THE TOWNSHIP CODE ENFORCEMENT OFFICER.

REIMBURSEMENT AGREEMENT

NOTICE TO ALL APPLICANTS AND DEVELOPERS

The Township's consulting engineer is required to review all erosion control, site development and subdivision plans. The fee charged by him to review the plans will be paid by us.

We must be reimbursed by the applicant /developer for any costs incurred for reviews made by the engineer and for subsequent inspections of site or subdivision improvements made by him. Furthermore, the cost of any meeting held with our consulting engineer or Township Solicitor at the request of an applicant/developer and/or his architect or engineer also must be borne by him. Bills will be mailed for all reimbursable fees at the prevailing rate, or the costs will be charged against any deposit that might be held by the Township.

Before making the first contact with our engineer and/or Township Solicitor, the applicant/developer must sign this notice acknowledging that he is aware of the costs to be paid by him.

I have read this notice and I am aware of the cost to be paid by me.

Title of Plan being submitted

Name of Applicant/Developer

Address

Telephone Number

Date

Signature of Applicant/Developer

cc: Applicant/Developer
Township Engineer