

## **INSTRUCTIONS FOR ZONING HEARING BOARD APPLICATION**

1. In order for the Brecknock Township Zoning Hearing Board of accept your application and consider your request, you must complete the following information:
  - a. Complete the attached application;
  - b. Have the application signed by the applicant, and if the owner is different, by the owner as well (a copy of a sales agreement which states the purchase is contingent on the outcome of the hearing would also be acceptable);
  - c. Submit payment of the fee with the application in the amount of **\$500.00**, made payable to Brecknock Township. If additional hearings would be necessary for your application, the applicant shall be required to pay an additional \$300.00 for each additional hearing.
  - d. **Provide one original and (7) seven copies of this application and a sketch which meets all of the requirements of Paragraph 17 of the application. The sketch does not need to be professionally prepared, but it needs to be reasonably neat, and it must be drawn to scale;**
  - e. It is recommended that you consult the Township Zoning Ordinance when you are preparing your application, because there are a number of details that must be supplied. Copies of the ordinance may be purchase at the Township Office or it can also be accessed online at <http://ecode360.com/BR1339>. Any questions please contact the township office 445-5933.
  - f. All application must be submitted no later than **11:00 A.M.** on **Wednesday**, \_\_\_\_\_, **20**\_\_\_\_\_ for the hearing to be held on Tuesday, \_\_\_\_\_, **20**\_\_\_\_\_ at 7:00 p.m. at the Brecknock Township Municipal Building located at 1026 Dr Tavern Road, Fivepointville;
  - g. You or someone who can testify on your behalf that would have personal knowledge of the situation must be present at the hearing in order for relief to be considered or granted. The Board may read letters or petitions, but they are not obligated to do so. Only testimony from the witnesses present at the hearing has legal status. You are free to bring legal counsel, expert witnesses, and any other witnesses you feel would be helpful.

Do Not Write in This Space. For Office Use Only.

Hearing No. \_\_\_\_\_ Hearing Date: \_\_\_\_\_ Dates Advertised: \_\_\_\_\_  
Fee Paid/Date: \_\_\_\_\_ Check No. \_\_\_\_\_ Parcel Acct# \_\_\_\_\_

=====

**APPLICATION**  
**BRECKNOCK TOWNSHIP**  
**ZONING HEARING BOARD**

1. Applicant's name, address, and telephone number: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

2. Owner's name, address, and telephone number (if different than above)

\_\_\_\_\_  
\_\_\_\_\_

3. If the applicant(s) is other than the owner, explain the legal status which allows this application and supply a copy of legal documentation to support the same.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. The type of relief requested:

\_\_\_\_\_ Special Exception  
\_\_\_\_\_ Variance  
\_\_\_\_\_ Appeal of Zoning Officer Decision  
\_\_\_\_\_ Other \_\_\_\_\_

5. If you are appealing from the decision of the zoning officer, explain your objection to same and attach a copy of the decision from the zoning officer.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Describe the relief you are requesting: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Address of the property in question: \_\_\_\_\_  
\_\_\_\_\_
- a. Tax Parcel ID# of property: \_\_\_\_\_
8. The Zoning District of the property, circles the appropriate one:
- (AG)** Agricultural      **(AG-2)** Agricultural -2      **(FR)** Forest Recreation  
**(RL)** Residential Low      **(RM)** Residential Medium      **(LI)** Light Industrial  
**(NC)** Neighborhood Commercial      **(HC)** Highway Commercial
9. The size of the property: \_\_\_\_\_
10. The present use of the property: \_\_\_\_\_
11. List each section or subsection(s) of the zoning ordinance which you believe entitles you to the relief you are requesting, and explain in detail why you believe you are entitled to that relief.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
12. List every other section or subsection(s) of the ordinance that is involved in any way with your request for relief (i.e., parking, signs, flood plain, etc.) describe how it is involved, and explain how you intend to comply.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 13.** Provide the name and address for every adjacent landowner, including owners of properties separated by a road (attach an additional page if needed):

**Name**

**Address**

---

---

---

---

---

- 14.** (If applicable) Provide the date on which your nonconforming use, structure, or lot came into existence, and if different than at present, what it was originally (attach supporting documents, if any).

---

---

---

- 15.** If this property has ever been the subject of prior zoning board action, provide:

- A. The date of such hearing: \_\_\_\_\_
- B. The name of the owner: \_\_\_\_\_
- C. The result of the hearing: \_\_\_\_\_

---

- 16.** Provide a list of all significant problems or risks which the requested relief may create, such as noise, fire smoke, traffic, and etc. \_\_\_\_\_

---

---

---

- 17.** Provide the following site data on a sketch or plot plan, on a diagram at least 8 ½ X 11 inches, drawn to scale:
- a. The shape of the property
  - b. The dimensions of the property
  - c. The location of every structure on the property
  - d. The dimensions of every structure on the property
  - e. The location of every intended structure or addition
  - f. The dimensions of every intended structure or addition
  - g. For each present or intended structure, the distance between the nearest points of same to each of the nearest boundaries.
  - h. The present location of traffic flow facilities(parking areas , driveways, etc)
  - i. The intended location of new traffic flow facilities
  - j. The location, width and name of all adjacent streets
  - k. The approximate location of adjacent boundary lines and the name of adjacent owners
  - l. Front, side and rear yard setback lines
  - m. The approximate location on the property of any stream, pond, flood plain, wetland or other unusual physical feature
  - n. The location of any present or intended utility lines, easements, fences, signs, living screens
  - o. The distance to any intersection within 100o ft. of the property and the name of the streets involved
  - p. The direction of the slope and the approximate fall from the highest to lowest point of the property
  - q. A designation of North and scale employed
  - r. If the property is located within more than one zoning district, provide the approximate locations of the boundary lines of the districts and provide the designation for each

I (or we) hereby represent that all the information supplied in or submitted with this applicaton is complete, true and correct to the best of my (our) knowledge, information and belief. I understand that any intentional misrepresentation, misinformation or incomplete information may result in the nullification of any relief granted by the Zoning Hearing Board, and that any false information supplied herein may subject me (us) to the penalties of 18 Pa. C.S. §4904 relating to unsworn falsification to authorizes.

---

Date

---

Applicant(s) Signature(s)

---

Date

---

Owner(s) Signature(s), if different than applicant