

HATFIELD TOWNSHIP

APPLICATION FOR CONDITIONAL USE APPROVAL

Instructions for filing an application for Conditional Use Approval

PART I – Applicant – Applicant’s name and address.

PART II – Identification - Property owner and applicant’s attorney’s name and address.

PART III thru VI – Complete these sections – If the question is not applicable, then response should be N/A.

PART VII – Sign and date application. If Applicant is not the owner of the property, a notarized statement indicating the owner’s approval of the proposed Conditional Use Approval request must be submitted with the application.

SPECIFICATIONS AND PLANS

- A. The applicant shall file an original and nine copies of the application.
- B. The original and all copies shall be individually signed and notarized.
- C. The applicant shall submit with each application ten copies of a site plan of the entire property in question setting out specifically the dimensions of the lot in question and any other adjacent lots owned by the same owner or same applicant, the dimensions of the existing buildings on the property, the dimensions of any proposed building on the property, the height of any building on the property, the rear, the side and front yard set backs on buildings and proposed buildings and the quantity and location of the off-street parking. The plan should also contain such additional information as the applicant considers useful at the time of the hearing.
- D. The applicant is required to attach a copy of the Deed to the property.
- E. The applicant is required to provide a complete listing of all property owners within 500 feet of the tract boundary on mailing labels.

ADDITIONAL INFORMATION

FEES – Application fee for a Conditional Use Hearing:

Single Family Residential - \$ 600.00

Multi-Family Residential - \$1,100.00

Non-Residential - \$1,250.00

In addition, any applicant who appears before the Board of Commissioners and whose case is continued for any reason whatsoever, shall be required to pay an additional fee in the amount of 50% percent of the original application fee.

WAIVER

I/We hereby waive the provision that the hearing before the Board of Commissioners of Hatfield Township be held within 60 days of the filing of the application as required by the Pennsylvania Municipalities Planning Code.

Signature _____ Date _____

WAIVER

I/We hereby waive the provision that the Hatfield Township Board of Commissioners shall render a written decision, or when no decision is called for, make written findings on the application within 45 days after the last hearing before the Board, as required by the Pennsylvania Municipalities Planning Code.

Signature _____ Date _____

HATFIELD TOWNSHIP

Application for Conditional Use Approval

I – APPLICANT

Name: _____ Phone: _____

Address: _____

City: _____ Zip Code: _____

II - IDENTIFICATION – To be completed by all applicants

OWNER Name: _____ Phone: _____

Address: _____

City: _____ Zip Code: _____

APPLICANT'S Name: _____ Phone: _____

ATTORNEY

Address: _____

City: _____ Zip Code: _____

III - LOCATION OF PROPERTY

Street Location: _____

Mailing Address: _____ City: _____

Zoning District: _____ Parcel #: 35-00 _____ Block: _____ Unit: _____

Deed Book and Page: _____

IV – PROPERTY DESCRIPTION

Lot Size: _____ Lot Frontage: _____ Lot Depth: _____

Description of current use of property: _____

Description of existing improvements of property: _____

Description of proposed used and proposed improvements of property: _____

V - ORDINANCE

State each section of the Hatfield Township Zoning Ordinance that is involved in this application: _____

VI - PREVIOUS APPEAL

Has any previous appeal or application been filed in connection with this property? _____

VII - SIGNATURE

The Applicant hereby deposes and says that all of the above statements contained in this application are true and correct to the best of their knowledge and belief. I hereby certify that the proposed application is authorized by the owner of record and that I have been authorized by the owner to make this application as his agent and we agree to conform to all applicable laws of Hatfield Township.

SIGNATURE OF APPLICANT

DATE

Date: _____

Sworn to and subscribed before me

This _____ day of _____, 20__

Notary Public

Name: _____

