

INSTRUCTIONS FOR COMPLETING ZONING VARIANCE APPLICATION

1. Applicant's name and address
2. To be completed by the zoning office
3. To be completed by the zoning office
4. To be completed by the zoning office
5. To be completed by the zoning office
6. To be completed by the zoning office
7. Address of property being appealed
 - a. Perimeter of lot
 - b. How the property is currently used
 - c. To be completed by zoning office
 - d. What, if any, structures are presently on the lot
 - e. What is the intended use of the property
 - f. *Property owner's name and address
8. State the reason(s) the Board should grant the appeal
9. Date of purchase by present owner
10. The exact perimeter of the property
11. Multiply the length by the width to determine the square footage
12. State the distances to the property lines for all buildings, existing and intended
13. State current use of the property
14. How will your request alter the surrounding areas
15. State the intended use of the property in detail
16. State the uses of the surrounding properties
17. Provide eight copies of any plans, drawings, etc., along with this application.

NORTHAMPTON BOROUGH ZONING HEARING BOARD

(Northampton, Pennsylvania)

NOTICE OF APPEAL

1. (I) (We) _____ of _____
request that a determination be made by the Northampton Borough Zoning Hearing Board on the
 2. following appeal, which was denied by the Zoning Officer on _____, for the reason
that it was a matter which, in the opinion of the Zoning Officer, should properly come before the
Board.
 3. An interpretation a special exception a variance is requested
 4. to Article _____, Section _____, Subsection _____,
 5. Paragraph _____ of the Zoning Ordinance for the reason that:
 6. a) it is an appeal for an interpretation of the ordinance or map
b) it is a special exception to the ordinance on which the Board is required to pass
c) it is a request for a variance relating to the area footage
d) yard height use or other _____
 7. The description of the property involved in this appeal is as follows: _____
 - a. Lot size _____
 - b. Present use _____
 - c. Zoning district _____
 - d. Present structures on the lot _____
 - e. Proposes use _____
 - f. *Property owner's name and address _____
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*If other than applicant, property owner must provide written agreement/permission for variance request.

8. (I) (We) believe that the Board should approve this request because: (include the grounds for the appeal and/or reasons, both with respect to law and fact, for granting the appeal or special exception or variance, and if hardship is claimed state the specific hardship)_____

Signature of Applicant

Date

Telephone number

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

10. What are the exact dimensions of the premises? _____

11. What is the square footage of the premises? _____

12. Briefly describe the dimensions, type of construction, and front, side, and rear yard setbacks of the buildings, structures, or other improvements existing and proposed for the subject premises _____

13. What is the specific use of the property at present? _____

14. Will the variance, if granted, 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? _____

15. What is the specific intended use of the premises, considering such factors as, traffic generated, parking facilities, number of employees, nuisance characteristics, such as emission of noise, dust, odor, or smoke, fire hazards and hours and manners of operation? _____

16. What is the character of the structures and uses being considered on the properties abutting the subject premises; i.e., single family residential dwellings, golf courses, gas stations, etc.?

17. Eight (8) copies of any plans, drawings, etc., must accompany this application, showing dimensions and shape of the lot, the size and locations of existing buildings, the locations and dimensions of the proposed buildings or alterations and any natural or topographic peculiarities of the property in question.

IF THE SPACE PROVIDED IS INSUFFICIENT, PLEASE ATTACH ANY ADDITIONAL INFORMATION.

COPIES OF THE NORTHAMPTON BOROUGH ZONING ORDINANCE ARE AVAILABLE AT THE BOROUGH OFFICE.

MEETINGS ARE SCHEDULED FOR THE SECOND THURSDAY OF EACH MONTH. THE DEADLINE FOR SUBMISSION OF A COMPLETED APPLICATION IS THREE (3) WEEKS PRIOR TO THE MEETING DATE.

THE FEE FOR A RESIDENTIAL APPEAL IS \$275.00

THE FEE FOR A COMMERCIAL APPEAL IS \$400.00