



READING TOWNSHIP • ADAMS COUNTY
50 CHURCH ROAD, EAST BERLIN, PA 17316
PHONE: 717-624-4222 FAX: 717-624-7926

APPLICATION TO ZONING HEARING BOARD

Application No: _____ Date: _____

TYPE OF MATTER: (Complete pg 1&2 and sections that apply to your matter)

- SPECIAL EXCEPTION (pgs 3&4)
- VARIANCE: Use Dimensional (pgs 5&6)
- APPEAL FROM DETERMINATION: ZONING OFFICER/ TOWNSHIP ENGINEER (pg 7)
- VALIDITY CHALLENGE TO ZONING ORDINANCE: Substantive Procedural (pg 8)
- OTHER: (Describe) _____

1. APPLICANT:

Name: _____
 Address: _____
 Phone: _____

2. PROPERTY OWNER (if other than Applicant):

Name: _____
 Address: _____
 Phone: _____

3. PROPERTY AT ISSUE:

Address: _____

Tax Map
 & Parcel # _____ (Attach copy of Tax Map)

Dimensions: Width _____ Depth _____ Area _____

If shown on Subdivision Plan:

Lot # _____ Name of Subdivision: _____

Recorded in Plan Book _____, Page _____ (Attach copy of Subdivision Plan)

Public Water: Yes No Public Sewer: Yes No

Zoning District: _____

Prior Applications: _____
(Date, Number & Result)

Present Use: _____

4. **PROPOSED USE:** _____

5. **APPLICANT'S INTEREST IN THE PROPERTY:**

Owner

Date title acquired _____ (Attach copy of deed)

Contract Purchaser

Date of Contract _____ (Attach copy of contract)

Other

Date interest acquired _____ (Explain and attach copies of relevant documents) _____

None. I object to a determination of the Zoning Officer or Municipal Engineer that applies to someone else property

Determination objected to: _____

Why & how I am affected by the determination: _____

6. **NEARBY PROPERTY OWNERS:** (Attach list of names & addresses of owners of all adjacent properties regardless of roadways, waterways, boundaries, etc.)

7. **ATTACH APPROPRIATE SPECIFIC FORM(S) FOR THIS APPLICATION:**

I request a hearing on this Application:

Date: _____

Applicant's Signature

SPECIAL EXCEPTION

A. Use for which Special Exception sought: _____

B. Ordinance section authorizing the Special Exception (from the Zoning District): _____

C. Explain how your proposed use would comply with the **Specific Standards** for the use you seek that are set forth in Section _____ of the Reading Township Zoning Ordinance:

D. Explain how your proposed use would comply with the **dimensional and other requirements** that are applicable to all uses in your zoning district:

E. Explain how your proposed use would comply with the **General Standards** for Special Exceptions that are set forth in Section 1607 of the Reading Township Zoning Ordinance:

1. The proposed use shall be consistent with the purpose and intent of the Zoning Ordinance: _____

2. The proposed use shall not detract from the use and enjoyment of adjoining or nearby properties: _____

3. The proposed use will not substantially change the character of the subject property's neighborhood: _____

4. Adequate public facilities are available to serve the proposed use (e.g. schools, fire, Police and ambulance protection, sewer, water and other utilities, vehicular access, etc.): _____

5. For development within the Floodplain, the application complies with those requirements listed in the Reading Township Floodplain Ordinance (#2006-01):

6. The proposed use will not substantially impair the integrity of the County's Comprehensive Plan: _____

F. Attach a survey, or other drawing drawn to scale, and/or a drawing of the interior layout of the buildings, appropriate to show how your property complies with the above mentioned requirements.

VARIANCE

A. If a Use Variance:

Use for which Variance is sought: _____

Zoning Ordinance section for which Variance is sought: _____

B. If a Dimensional Variance:

Dimensional requirement from which Variance is sought: _____

Zoning Ordinance section for which Variance is sought: _____

- 1. If you claim that the deviation you request is *de minimus* (of minimum importance), please explain how this is so:

C. Explain:

- 1. The Zoning Ordinance provision you have mentioned inflicts unnecessary hardship upon you:

- 2. 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 your property and that the unnecessary hardship is due to such conditions and not circumstances or conditions generally created by the provisions of the Zoning Ordinance in the neighborhood or district in which the property is located:

3. 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:

4. That the unnecessary hardship was not created by you:

5. That the requested 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 or development of adjacent property, nor be detrimental to the public welfare:

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

D. Attach a survey, or other drawing done to scale, and or a drawing of the interior layout of the buildings, appropriate to show how your property complies with the above mentioned requirements.

**APPEAL FROM THE DETERMINATION OF THE
ZONING OFFICER OR MUNICIPAL ENGINEER**

A. Appellant is:

- Owner of property at issue
- Officer or agent of Township
- Other person who is aggrieved by the determination

B. Attach copy of the determination which is being appealed.

C. If you are appealing a determination that applies to someone else's property, explain how you are affected by the determination:

D. Explain why you believe the determination is incorrect and should be reversed:

VALIDITY CHALLENGE

A. Appellant is:

- Owner of, or person interested in, land adversely effected by the Zoning Ordinance.
- Person aggrieved by use(s) the Zoning Ordinance allows on someone else's land.

B. Section of the Zoning Ordinance being Challenged: _____

C. The Zoning Ordinance section is claimed to be invalid:

- on its face
- only as applied to subject real estate

D. Give a brief statement of grounds for challenge:



Reading Township Zoning Hearing Board

Rules and Regulations

Applications

1. Applications for hearings before the Zoning Hearing Board shall be filed with the Zoning Officer on or before the last business day of each month. No applications shall be complete unless accompanied by the required fee and all necessary information including, but not limited to, name and address of each adjoining property owner.
2. Complete applications will be referred to the Reading Township Planning Commission for their recommendation and comment at their next regularly scheduled Planning Commission meeting (normally the first Monday of each month) and heard before the Zoning Hearing Board at its next regularly scheduled meeting (normally the last Tuesday of each month).

Notice

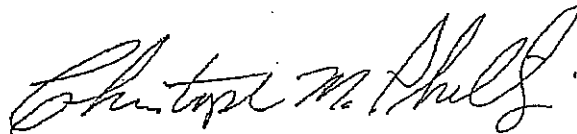
3. Public notice shall be given and the property that is the subject of the application shall be posted as required by the Municipalities Planning Code and the Reading Township Zoning Ordinance.
4. In addition, the Zoning Officer shall mail or deliver written notice of the application to the adjoining property owners shown in the application. Such notice shall be mailed or delivered no later than one week prior to the Zoning Hearing Board Meeting and shall specify the date on which the application will be heard by the Zoning Hearing Board.

Hearing

5. Hearings will be held before the Zoning Hearing Board

ADOPTED:

2/27/07
Date



Zoning Hearing Board Chairman