

# Conditional Use Application

(FOR TOWNSHIP USE ONLY)

Township App. # \_\_\_\_\_

**Parcel Number:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Applicant \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ Fax # \_\_\_\_\_

Name of Property Owner \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ Fax # \_\_\_\_\_

Engineer/Surveyor/Architect: \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ Fax # \_\_\_\_\_

Proposed use (s) as per defined in Chapter :J 0 Zoning Ordinance

Name of Land Development/Use \_\_\_\_\_

Property History

Existing Use \_\_\_\_\_

Land Development Approvals \_\_\_\_\_

Building Permit Approvals \_\_\_\_\_

Previous Modifications/Variances Granted \_\_\_\_\_

Modifications Requested' \_\_\_\_\_

Zoning Dist. \_\_\_\_\_ Tract Acreage \_\_\_\_\_ Bldg. Area \_\_\_\_\_

## INFORMATION REQUIRED

This section will be used to evaluate all applications for conditional use review. The following information is required by ordinance. Please check box if information is provided with this application. Information: Seven (7) copies required of each item.

- Signed and dated application
- site Plan **showing all appropriate setback limits and planned improvements**
- Environmental Impact Assessment (for land dev. of 5000 sq.ft./greater)
- Landscape plan
- One (1) application fee

Applicant, being duly sworn, says he/she is:

- The owner of the property in question
- The authorized agent for the owner of record of the property for which the application is made. The owner's signed and notarized

authorization to his/her agent to act on the owner's behalf is required to be submitted.

Has an equitable interest in the property as submitted and documentation is attached to this application.

All information provided on and with this application is true and correct to the best of my knowledge or belief.

INDIVIDUAL APPLICANT

\_\_\_\_\_  
Signature of individual

PARTNERSHIP APPLICANT

CORPORATE APPLICANT

\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_  
Name of Corporation

By: \_\_\_\_\_ (signature) \_\_\_\_\_ (partner)

By: \_\_\_\_\_ (signature) \_\_\_\_\_ (title)

\_\_\_\_\_

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Office use:

Received on \_\_\_\_\_ by \_\_\_\_\_

Fee: \_\_\_\_\_ Paid by \_\_\_\_\_

Planning Commission Meeting with Applicant scheduled for \_\_\_\_\_

Public Hearing with Supervisors scheduled for \_\_\_\_\_

### **§ 170-75. Conditional use permit.**

An application for a zoning pennit for a conditional use shall be filed with the Zoning Officer, and it shall:

- A. Identify and describe the property, its location and the present use.
- B. Reasonably describe present improvements and any intended additions and changes.
- C. Disclose the conditional use for which the application is being made; and show how the property, as it may be improved, meets the standards and criteria required.
- D. Upon receipt of such application for conditional use, the Zoning Officer shall forthwith refer the same to the attention of the Township Planning Commission. The Planning Commission shall arrange a date, time and place for a meeting with the applicant for the conditional use. Said meeting shall be held within 45 days of filing of the application with the Zoning Officer. The Planning Commission shall malce a recommendation on the application to the Township Supervisors within 60 days of the original filing of the application with the Zoning Officer.
- E. The Township Supervisors may authorize conditional uses pursuant to express standards and criteria specified in this chapter for said uses and may attach such additional conditions and safeguards as it may deem necessary.
- F. The Township Supervisors shall hold a publiic hearing, pursuant to public notice on the conditional use, within 75 days of the date of filing of the application with the Zoning Officer and shall issue a decision within 90 days of the date of application.
- G. The Zoning Officer shall be under a duty of issuance of a permit or order indicating the action of the Township Supervisors as a result of the hearing on the application, and shall notify the applicant.

### **§ 170-76. Fees.**

- A. The Township Supervisors shall determine and adopt a schedule of fees, charges, and expenses, as well as the collection procedure "for pennits, variances, special exceptions, conditional uses, amendments and other matters pertaining to this chapter. Said schedule of fees shall be posted in the office of the Township Administrative Secretaryffreasurer.
- B. The Township Supervisors shall be empowered to reevaluate the fee schedule from time to time and malce adjus'tments as deemed appropriate. Any such alterations shall not be considered an amendment to this chapter .and may be adopted by resolution of the TOwnship Supervisors at any legally advertised public meeting.
- C. Application for pennits, approvals and other related matters pertaining to this chapter shall be accompanied by the designated fee and such other documentation specified by this chapter or considered necessary by the appropiiate reviewing auth0lities or agencies.

**CONDITIONAL USE TIMELINE**

**For application by:** \_\_\_\_\_

**To** \_\_\_\_\_

APPLICATION TAKEN ON: \_\_\_\_\_

FILED WITH ZONING OFFICER: \_\_\_\_\_

REFERRED TO PLANNING COMMISSION \_\_\_\_\_

P.C. MEETING WITH APPLICANT: \_\_\_\_\_  
(within 45 days of filing)

P.C. RECOMMENDATION TO B.O.S. \_\_\_\_\_  
(within 60 days of filing)

B.O.S. PUBLIC HEARING: \_\_\_\_\_  
(within 75 days of filing)

B.O.S. ISSUED DECISION: \_\_\_\_\_  
(within 90 days)

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**DEADLINES:**

*Application filed:* \_\_\_\_\_

*+45 days:* \_\_\_\_\_

*+60 days:* \_\_\_\_\_

*+75 days:* \_\_\_\_\_

*+90 days:* \_\_\_\_\_