



Plainfield Township

6292 Sullivan Trail
Nazareth, Pa. 18064

Phone: 610-759-6944

Fax: 610-759-1999

PROCEDURES FOR ZONING HEARING BOARD APPLICATIONS

1. The Zoning Hearing Board Application for an **INTERPRETATION** and/or a **VARIANCE** shall be accompanied by twelve (12) completed and signed sets of the Zoning Hearing Application along with twelve (12) sets of the plot plan drawn to scale.
2. The Zoning Hearing Application for a **SPECIAL EXCEPTION** shall be accompanied by twelve (12) completed and signed sets of the application along with twelve (12) sets of the Site Plan and the completed Site Plan Submission Checklist (a copy of which is attached to the Zoning Hearing Application). All Zoning Hearing Applications for a **SPECIAL EXCEPTION** must be reviewed by the Planning Commission prior to the Zoning Hearing.
3. A check, in the following amounts depending on the type of Hearing as per the Plainfield Township Schedule of Fees, payable to Plainfield Township, shall accompany the completed Zoning Hearing Application.

Type of Appeal	Appeal Fee	Additional Fees and/or Required Professional Services Escrow
Zoning Appeal- Residential	\$500.00 plus \$75.00 per continuance	N/A
Zoning Appeal- Non- Residential	\$500.00 plus \$75.00 per continuance	N/A
Floodplain Construction (Special Permit or Variance)	\$500.00	\$2,000.00 Professional Escrow Account Required
Curative Amendment Zoning Appeal	\$5,000.00	N/A
Additional Curative Amendment Hearings	\$300.00 per hearing	Actual cost of transcripts
Conditional Use Zoning Appeal	\$1,000.00 up to one (1) hearing and \$300.00 for each hearing thereafter	Actual cost of transcripts
Petition to Amend Zoning Ordinance	\$1,000.00	\$2,000.00 Professional Escrow Account Required



Plainfield Township Zoning & Code Office

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APPLICATION FOR HEARING

Date of Application: ____/____/____

GENERAL INFORMATION:

Applicant's Name _____

Address _____

Business/Cell Number _____

Email _____

Property Owner's Name _____

Address _____

Business/Cell Number _____

Email _____

Property Location: _____

Parcel #: _____ Zoning District: _____

Acreage: _____ Number of Lots: _____ Date of Purchase: _____

Present Use: _____ Proposed Use: _____

Date of Previous Application (if any): ____/____/____

HEARING INFORMATION:

Legal Description of Purpose for Hearing:

Applicant's Signature _____ Date ____/____/____

Official Use Only:

CHECKLIST:

Case Number	No. _____
Application Filed Date	____/____/____
Fee Paid	\$ _____
Receipt Issue Date	____/____/____
Placed on Agenda for Following Meeting Date	____/____/____
Notice of Hearing to Property Owner/Surrounding Property Owners Date	____/____/____
Sign Sent for Posting YES / NO	____/____/____
Posting Sighting by Zoning Officer YES / NO	____/____/____
Hearing Held Date	____/____/____
Decision Date	____/____/____
Notification of Decision Sent Date	____/____/____

REQUEST FOR SPECIAL EXCEPTION:

The proposed use at the proposed location (see attached site plan) is claimed by the applicant:

- a) To be desirable to the public convenience and welfare for the following reason(s):

- b) To be in harmony with the various elements and objectives of the Comprehensive Plan:

- c) Not to be detrimental to the character of the neighborhood for the following reason(s):

- d) To be consistent with such other standards as required by the Zoning Ordinance in section _____.

Standard:

Provision for Compliance:

REQUEST FOR VARIANCE:

Request for Variance of Section _____ of the Zoning Ordinance under which the Zoning Officer refused to issue a permit on: _____

Nature of Variance being requested:

The applicant believes the variance should be granted because:

- a. He/she is unable to make reasonable use of his property for the following reason(s):

- b. The unnecessary hardship on his property is:

The result of the application of the Zoning Ordinance

Due to the unique physical circumstances of the property in question not shared by other properties in the vicinity

Not financial in nature

Not self-created

- c. The proposed variance will not alter the essential character of the neighborhood nor impair the use of the adjacent property for the following reasons:

- d. The variance requested represents the minimum variance that will afford relief for the following reasons:
