



Tredyffrin Township
 1100 DuPortail Road, Berwyn, PA 19312
 610-644-1400-phone / 610-699-1213-fax
planning@tredyffrin.org

Planning & Zoning Section

Date: _____

App # _____

APPLICATION FOR ZONING HEARING BOARD APPEAL

- A. Application must be printed and submitted to the Tredyffrin Township Planning & Zoning Department by the first day of the month in which the hearing is scheduled to be held (i.e. May 1st for the May hearing). Incomplete or illegible applications will not be accepted.
- B. Application must be accompanied by **eight (8) complete & collated sets** of all materials (7 paper & 1 electronic):
 - Narrative answering every question on page 2 of this application form
 - Site plan (with zoning table) on 11" x 17" paper
 - Building elevations or architectural renderings (as appropriate)
 - Other related materials (as appropriate)
- C. The application fee shall be based on the most current Schedule of Fees and shall be included at the time of submission. Schedule of Fees can be found online at www.tredyffrin.org (search: *fee schedule*)

TYPE OF APPLICATION:

Check one: Commercial Institutional Residential
 Check all: Variance Special Exception _____ Other (specify)

Location of Property: _____

Zoning Classification: _____ Parcel # : _____

Property Owner / Applicant Name: _____

Address (if different from location): _____

Phone Number: _____ Fax Number: _____

Cell: _____ Email: _____

Representative's Name (if different from above): _____

Relationship to Owner / Applicant: _____

Representative's Address: _____

Phone Number: _____ Fax Number: _____

Cell: _____ Email: _____

Certification: I hereby certify that the information presented in this application (and all attachments) are true and correct:

Print Name: _____ Date: _____

Authorized Signature: _____

Application Received by: _____ Date: _____

Fee: _____ **Receipt #:** _____ **File #:** _____

ZONING RELIEF REQUESTED

On a separate sheet, please address all of the following items:

1. Briefly describe the property (*e.g. size of lot, dimensions, etc.*) and the location (*e.g. nearby intersections, landmarks, etc.*) involved in the application.
2. Describe the present use of the property (*e.g. residential, retail, office, etc.*), including existing improvements (*e.g. house, garage, and shed; or office and parking lot*).
3. Describe the proposed improvements, additions, or change(s) of use. For physical changes to the lot or structures, indicate the size of proposed improvements, materials to be used, and general construction to be carried out. Attach a plan or sketch for illustration.
4. State the specific variance, special exception, or other relief requested and cite the appropriate section(s) of the Zoning Ordinance.
5. Is the proposed change consistent with the character and type of development surrounding the location for which the request is made? Explain.
6. For any new or expanded use (or use variance), describe how the property is suitable for the desired use. If the use of the property is not changing, write "N/A."
7. Will the proposed change impact traffic or parking in the surrounding area? Explain.
8. For any request for a dimensional variance, describe the physical (non-economic) circumstances or conditions (*e.g. irregular lot size or shape*) peculiar to the property that require zoning relief to enable reasonable use of the property. If a variance is not requested, write "N/A."
9. Describe why the proposed variance represents the minimum relief necessary for reasonable use of the property. If a variance is not requested, write "N/A."