

FOR OFFICIAL USE ONLY

Date application filed: _____

Date fee paid: _____

Date hearing advertised: _____

Reason for appeal: _____

Date of hearing: _____ Hearing No. _____

ZONING HEARING BOARD
BOROUGH OF BERWICK
COLUMBIA COUNTY, PENNSYLVANIA

APPLICATION FOR VARIANCE/INTERPRETATION

The undersigned requests the granting of a Variance/Interpretation by the Zoning Hearing Board of the Borough of Berwick as set forth below:

BACKGROUND

1. Name, Address, and Telephone Number of Applicant(s):

2. Address of property in question:

3. Zoning District in which the property is located:

4. What is your interest in the property in question? Please set forth whether you own the property, lease the property, intend to lease the property, or intend to purchase the property under an agreement of sale?

5. Set forth in detail what you are proposing to do on this property.

6. Set forth in detail the variance/interpretation that you are requesting and the section of the Borough of Berwick Zoning Ordinance under which you are requesting the variance/interpretation.

Section listed in the Berwick Zoning Ordinance is: _____

The variance/interpretation that is being requested is: _____

7. Set forth why you feel the Zoning Hearing Board should grant your request and list all uses, physical circumstances and conditions that you feel justify the granting of a variance/interpretation.

8. Set forth the effects that the granting of this variance/interpretation will have on the neighborhood where the property is located.

9. To your knowledge, has this property ever been used other than what is permitted in the current Berwick Zoning Ordinance? Please list all nonconforming uses and dates that these uses existing.

10. Set forth reasons why the variance/interpretation you are requesting is the minimum variance you need in order to utilize your property as requested

11. Can the property be developed in accordance with the current zoning ordinance? Yes [] No [] If it cannot be developed in accordance with the current zoning ordinance, please explain why.

I hereby request a hearing before the Borough of Berwick Zoning Hearing Board and certify the facts set forth in the above application are true. I understand if this application is not complete or if the information requested is not provided, this application may be rejected by the Zoning Administrator and/or Zoning Hearing Board as an incomplete application.

Date

Applicant's Signature

Date

Applicant's Signature

INSTRUCTIONS FOR COMPLETING AN APPLICATION
FOR A HEARING BEFORE
THE ZONING HEARING BOARD
OF THE BOROUGH OF BERWICK

1. Attach all documents relating to this request for a variance/interpretation to this application. Please check to see that all questions on this application are answered completely.

2. Attach a copy of the plot plan (drawn to scale) of the property in question which shows the location and size of the lot(3), the location of improvements now present and/or proposed and any other changes proposed. THIS PLOT PLAN SHALL INCLUDE THE FOLLOWING:
 - (A) Property Lines
 - (B) Streets and alleys
 - (C) ALL structures
 - (D) ALL dimensions, including lot length and wide, lot area, building dimensions, front, rear and side setbacks, all off-street parking spaces, etc.
 - (E) Size and placement of any signs.

THIS PLOT PLAN MUST BE DRAWN TO SCALE!

3. Attach a listing of the names and addresses of ALL PROPERTY OWNERS within 200 feet of all property lines of the property in question. The list is to include the actual address, the actual property owner and the property owners address if the property is tenant occupied. This information may be obtained by contacting the Tax Assessment Office at the Columbia County Courthouse at 570-389-5642.

4. Attach a check payable to the Borough of Berwick in the amount of \$525.00.

5. All hearings will be heard in their assigned numerical order. Hearings are open to the public and all persons interested shall be heard.

6. Hearings are conducted on the third Thursday of each month. Applications must be completed and filed with the Zoning Administrator by noon on the third Thursday of the month prior to the scheduled date. No exceptions shall be made.

7. If leasing or buying property, a signed agreement shall be present at hearing.