

**WRIGHTSTOWN TOWNSHIP**  
**2203 Second Street Pike, WRIGHTSTOWN, PA 18940**  
**215-598-3313 FAX 215-598-0529**

\_\_\_\_ **ZONING HEARING BOARD APPLICATION**  
\_\_\_\_ **UCC APPEALS/TECHNICAL REVIEW BOARD APPLICATION**

**1. Applicant Name:** \_\_\_\_\_

Phone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

If Applicant is not the property owner, state Applicant's Authority to Title or Interest to bring this Application (Equitable Owner, Agent, Lessee, etc.) \_\_\_\_\_

**2. Agent:** \_\_\_\_\_

Phone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**3. Property Owner:** \_\_\_\_\_

Phone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**4. Property Tax Map Parcel Number:** \_\_\_\_\_

Property Physical Address: \_\_\_\_\_

Present Zoning District and Classification: \_\_\_\_\_

Present Use: \_\_\_\_\_

Lot Dimensions: \_\_\_\_\_

**5. The Applicant hereby:**

\_\_\_\_ Appeals an action of the Zoning Officer

\_\_\_\_ Requests a Special Exception

\_\_\_\_ Requests a Variance

\_\_\_\_ Challenges the validity of the Joint Municipal Zoning Ordinance (JMZO) or Map

\_\_\_\_ Wishes a Unified Appeal in Accordance with the Municipalities Planning Code Section 913.1

**6. Failure to submit the following items with this application constitutes an incomplete application that will be rejected.**

- **25** Copies of this application including all drawings and documentation
- Application MUST BE Notarized
- Applicable Application Fee of \$ \_\_\_\_\_
- Separate Continuance Fee of \$ \_\_\_\_\_
- Copy of the Present Deed
- A complete list of names and mailing addresses of all properties within 500 feet of the subject parcel

**7. Description of Premises:**

Present Use: \_\_\_\_\_

Proposed Use/Improvements: \_\_\_\_\_

**8. Prior Zoning Appeals, Variances, Special Exceptions Relating to this Property? Yes \_\_\_\_\_ No \_\_\_\_\_**

If yes, indicate Date and Nature of Zoning Granted: \_\_\_\_\_

**9. FOR APPEAL FROM ACTION OF ZONING OFFICER:**

A. Action Being Appealed: \_\_\_\_\_

B. Date of Action Taken: \_\_\_\_\_

C. The Foregoing Action was believed to be in error because: \_\_\_\_\_

**10. FOR REQUEST FOR SPECIAL EXCEPTION:**

A. Nature of Exception Sought: \_\_\_\_\_

B. The Exception is Allowed under Section \_\_\_\_\_ of the JMZO.

C. If more than one Special Exception is requested, List ALL Pertinent Ordinance Sections and the Nature of each Exception sought. This may be submitted on additional paper.

**11. FOR REQUEST OF VARIANCE:**

A. Nature of Variance Sought: \_\_\_\_\_

B. The Variance is from Section \_\_\_\_\_ of the JMZO

C. If more than one Variance is requested, List ALL Pertinent Ordinance Sections and the Nature of each Variance sought. This may be submitted on additional paper.

D. The Nature of the Unique Circumstances and Unnecessary Hardship Justifying the Variance: \_\_\_\_\_

**12. FOR CHALLENGE TO ZONING ORDINANCE AND/OR MAP**

A. The Ordinance and/or Map Challenge is as Follows: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

B. The Challenge is Ripe for Decision Because: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

C. The Ordinance/Map Challenged is Invalid Because: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**13. FOR UNIFIED APPEAL UNDER MPC SECTION 913.1, COMPLETE ALL SECTIONS ABOVE THAT MAY BE APPLICABLE TO THE ZONING QUESTION(S) FOR CONSIDERATION. ALSO COMPLETE THE FOLLOWING:**

A. The Development or Development Plan is Designated as Follows: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

B. The Non-Zoning Issue(s) about which Testimony will be Presented are: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

SIGNATURE OF APPLICANT/AGENT

SIGNATURE OF OWNER

\_\_\_\_\_

\_\_\_\_\_

**NOTE:** All unused escrow fees shall be returned upon written request, but said request must be made within thirty (30) days of the issuance of the Decision of the ZHB. Failure to do so will result in the funds being forfeited and transferred to the General Fund to offset administrative expenses.

Application Fee: \_\_\_\_\_

Check #: \_\_\_\_\_

To ZHB \_\_\_\_\_

Deadline \_\_\_\_\_

Ad Dates \_\_\_\_\_

Hearing Date \_\_\_\_\_

Continuance Fee: \_\_\_\_\_

Check #: \_\_\_\_\_

Submission Date: \_\_\_\_\_

COMMONWEALTH OF PENNSYLVANIA  
COUNTY OF \_\_\_\_\_

THE UNDERSIGNED, BEING DULY SWORN ACCORDING TO LAW, DEPOSES AND SAYS THAT HE/SHE IS THE ABOVE NAMED APPLICANT; THAT HE/SHE IS AUTHORIZED TO AND DOES TAKE THIS AFFIDAVIT ON BEHALF OF THE OWNER, AND THAT THE FACTS HEREIN CONTAINED ARE TRUE AND CORRECT.

SIGNATURE OF APPLICANT

\_\_\_\_\_

SWORN TO AND SUBSCRIBED  
BEFORE ME THIS \_\_\_\_\_  
DAY OF \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

ZONING OFFICER \_\_\_\_\_ DATE \_\_\_\_\_