

**Hearing Application
Zelienople Zoning Hearing Board
Butler County, Pennsylvania**

Date of Hearing: _____

Appeal No. _____

Appellant Information

Name of Appellant: _____

Address of Appellant: _____

Appellant's Telephone Number: _____

Information On Property For Which Appeal Is Being Filed

Name of Property Owner: _____

Property Address: _____

Property Owner's Telephone Number: _____

**** If applicant is not the owner, authorization to act on the property owner's behalf must accompany this application. ****

Type of Application:

_____ Use By Special Exception	_____ Variance
_____ Appeal From Municipal Action	_____ Validity Challenge
_____ Other (please explain) _____	

Cite All Applicable Sections of the Zoning Ordinance: _____

Describe Property for which Appeal is Filed:

Location: _____	Approximate Cost of Proposed Work: _____
Zoning Classification: _____	Lot Size: _____
Present Use: _____	Proposed Use: _____
Existing Improvements on the Land: _____	

Description of Variance / Appeal Requested: _____

Justification for Request: (please include grounds for appeal, and if physical hardship is claimed as basis for variance, state specific hardship) _____

Has a Previous Application been filed with the Board for this property? (If yes, please provide date)

Please provide names & addresses of all adjoining property owners of the property for which this application is filed as shown on the latest assessment rolls of the County of Butler:

1. _____
2. _____
3. _____
4. _____
5. _____

Note: The required fee and eight copies of any additional information must accompany this application.

Signature of Appellant

Date

Application Guidelines

1. Please describe the requested variance in sufficient detail, attach additional pages to the application if necessary.
2. Attach a survey or sketch, which graphically depicts the variance being sought.
3. The appellant must demonstrate an unnecessary hardship.
4. In accordance with the Pennsylvania Municipal Planning Code and the Zelienople Borough Zoning Ordinance, a variance cannot be granted unless the following are demonstrated:
 - A. That there are unique physical circumstances or conditions, including irregularity, narrowness or shallowness of lot size or shape, or exceptional topographical or other physical conditions peculiar to the particular property, and that the unnecessary hardship is due to such conditions, and not the circumstances or conditions generally created by the provisions of the zoning ordinance in the neighborhood or district in which the property is located;
 - B. That because of such physical circumstances or conditions, there is no possibility that the property can be developed in strict conformity with the provisions of the zoning ordinance and that the authorization of a variance is therefore necessary to enable the reasonable use of the property;
 - C. That such unnecessary hardship has not been created by the appellant,
 - D. That the variance, if authorized, will not alter the essential character of the neighborhood or district in which the property is located, nor substantially or permanently impair the appropriate use or development of adjacent property, nor be detrimental to the public welfare; and
 - E. That the variance, if authorized will represent the minimum variance that will afford relief and will represent the least modification possible of the regulation in issue. In granting any variance, the board may attach such reasonable conditions and safeguards as it may deem necessary to implement the purposes of the Pennsylvania Municipal Planning Code and the Zoning Ordinance
5. Be prepared to explain the unnecessary hardship, in detail, at the public hearing.

6. Be certain of your request for a variance in terms of the variance being sought and the magnitude of the variance. A decision on the application maybe delayed should the variance requested on the application differ from that presented at the public hearing.
7. All adjoining property owners will be notified by the Borough of the variance request. This information is taken from the application and is to be supplied by the appellant. Please be certain all adjoining property owners are listed to avoid delay of a decision on the request.
8. The application must be submitted to the Zoning Officer twenty-five (25) days prior to the Zoning Hearing Board Meeting to allow time for proper advertisement (public notification in a publication of general circulation), posting of the subject property and notification of adjoining property owners.
9. The Zoning Hearing Board meets on the fourth Wednesday of the month; generally special meetings to accommodate a particular application will not be scheduled.

The above guidelines represent the minimum information required for the Zoning Hearing Board to render a decision. Additional information and/or testimony may be necessary.

Zelienople Borough

Zoning Hearing Board / Application Submittal Requirements

** Insufficient information may delay the board's decision of your request **

Have you submitted the following: (please check list)

- A detailed description of the requested variance, special exception, validity challenge, or appeal from municipal action.
- A survey, sketch, or plot plan, drawn to scale, for property which request is being filed. (Include: owners name, address, size of parcel, location, and direction, etc.)
- Justification for request, including grounds for appeal and specific hardship.
- Authorization to act on property owner's behalf if applicant is not the owner.
- Citation of all applicable sections of the Zoning Ordinance. {(Ex.) sect.604, 4, C, (1), d.}
- Names and addresses of all adjoining property owners.
- Any pictures, building plans, or other representation needed in determination of request. (Include: setbacks, parking, access, and dimensions of all structures, etc.)
- Completed application, signed and dated, along with required fee. (Residential Use Fee = \$180.00, Commercial Use Fee = \$305.00)
- Eight copies of all information to the Zoning Officer. / Must be submitted at least 25 days prior to the next regular scheduled meeting.

{The Zoning Hearing Board meets on the fourth Wednesday of the month (as scheduled)
@ 7:30 p.m. on the second floor of the Zelienople Municipal Building.}

* Additional information and or testimony may be necessary before the board. *