

**Lower Oxford Township  
Zoning Hearing Board**

**Notice of Appeal/Application**

Date of Application: \_\_\_\_\_

Date of Applicant: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

The above applicant does hereby appeal from the action of the Zoning Officer in (granting) (refusing) a permit for:

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

**Check/Complete all the apply:**

An Interpretation  A Special Exception  or Variance  is requested to Article \_\_\_\_\_, Section \_\_\_\_\_, Subsection \_\_\_\_\_, Paragraph \_\_\_\_\_ of the Zoning Ordinance as follows:

- It is an appeal for an interpretation of the Ordinance or Map
- It is a special exception to the Ordinance on which the Zoning Hearing Board is required to pass.
- It is a request for a variance to the \_\_\_ use \_\_\_ area \_\_\_ frontage \_\_\_ yard or \_\_\_\_\_ (state if request is for purpose other than enumerated provisions of the Ordinance.)

The description of the property involved in this appeal is as follows:

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

The description of the property involved in this appeal is as follows:

Location: \_\_\_\_\_  
\_\_\_\_\_

Tax Parcel (UPI) # \_\_\_\_\_

Lot Size: \_\_\_\_\_ Present Use: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Present Improvements Upon Land: \_\_\_\_\_  
\_\_\_\_\_

Proposed Use: \_\_\_\_\_  
\_\_\_\_\_

I / We believe that the Board (should) (should not) approve this request because (include the grounds for appeal or reasons both with respect to the law and fact for granting the appeal or special exception or variance, and if hardship is claimed, state the specific hardship):

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

Cite pertinent provisions of the Ordinance: \_\_\_\_\_  
\_\_\_\_\_

Has any previous application or appeal been filed in connection with these premises?

Yes \_\_\_\_\_ No \_\_\_\_\_

What is the applicant's interest in the premises? \_\_\_\_\_  
(Owner, Agent, Lessee, etc.)

What is the approximate cost of work involved? \_\_\_\_\_

\*\*\*\*\*

Zoning Hearing Board Fee:        \$1,000.00        Date Received \_\_\_\_\_

Date Application Received: \_\_\_\_\_        Check No. \_\_\_\_\_

Received By: \_\_\_\_\_  
(Name & Title)

**NOTE:** This application must be filled out and submitted with the filing fee. Three copies should be filed with the Secretary of the Zoning Hearing Board and one copy with the Zoning Officer.

**PLOT PLAN REQUIREMENTS**

Applicant is required to submit a plot plan with this application. The plot plan shall contain a description of this property and show all of the information as follows:

1. Length of all lot lines.
2. Approximate acres or square feet of lot.
3. Show location of all buildings on the lot, their outside dimensions, the distances between buildings, and the lots boundaries.
4. If this application is for new buildings or additions to present buildings, show these proposed buildings and give outside dimensions and the distances between them and existing buildings plus distances between proposed buildings and lot boundaries.
5. Show location of right-of-way line on any boundaries along a street or road.
6. Show any existing roads or driveways on the lot and the location of any new drives you plan to construct.
7. Show location and sizes of all parking spaces on the lot and any you plan to construct.
8. Show location of sewage system (septic tank, cesspool, drain field, or public sewer hook-ups).
9. Show names of owners of all lots adjoining this property and what each lot is used for.
10. If there are any buildings (on adjoining lots) within 50 feet of this property, show their location and distance between them and your lot boundary.

**IMPORTANT**

Until all of this information and a complete plot plan are submitted to the Board, a hearing cannot be scheduled. If further information or documents are required, you will be notified.

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I / We certify that all of the above statements and the statements contained in any papers or plans submitted are true to the best of my / our knowledge and belief.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date