



North Wales Borough  
 300 School Street  
 North Wales, PA 19454  
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[www.northwalesborough.org](http://www.northwalesborough.org)

# Zoning Hearing Board Application

**FOR OFFICIAL USE ONLY:**

<b>Application: #</b> _____	<b>Date Filed:</b> _____	<b>Fee Paid: \$</b> _____
<b>Dates Advertised:</b> _____	<b>Date Property Posted:</b> _____	<b>Hearing Date:</b> _____

It is the applicant's responsibility to complete all pertinent sections of this form. Please contact the Zoning Officer prior to submittal if you need any assistance.

- Date: \_\_\_\_\_
- Property Address: \_\_\_\_\_  
 Tax Parcel Number: \_\_\_\_\_  
 Block and Unit Number: \_\_\_\_\_  
 Zoning District: \_\_\_\_\_

3. Classification of Appeal (Check one or more if applicable):

Request for Variance

Request for Special Exception

Interpretation of Law

Validity Challenge

Appeal from Determination of Zoning Officer or Borough Engineer

4. Applicant:

- Name: \_\_\_\_\_
- Mailing Address: \_\_\_\_\_
- Telephone Number: \_\_\_\_\_
- E-mail Address: \_\_\_\_\_

5. Owner (if different than applicant):

- Name: \_\_\_\_\_
- Mailing Address: \_\_\_\_\_
- Telephone Number: \_\_\_\_\_
- E-mail Address: \_\_\_\_\_

6. Applicant's Attorney (if applicable):

a. Name: \_\_\_\_\_

b. Mailing Address: \_\_\_\_\_

c. Telephone Number: \_\_\_\_\_

d. E-mail Address: \_\_\_\_\_

7. Describe the current use of the property: \_\_\_\_\_

\_\_\_\_\_

8. Describe the proposed use and/or construction of the property: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. Cite specific sections of the North Wales Borough Zoning Code, for which relief is requested. Attach letter of denial from Zoning Officer (if applicable). Also attach copy of zoning permit application (if applicable):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

10. I/we believe the Zoning Hearing Board should approve this request because:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

11. Has any previous application or appeal been filed concerning the subject of this appeal?

If yes, specify: \_\_\_\_\_

\_\_\_\_\_

12. Signs: If appeal is for a commercial use, will a variance for a sign be necessary?

If yes, specify: \_\_\_\_\_

\_\_\_\_\_

**Applications Requirements:**

1. Copy of deed must be filed with application.
2. (9) copies of site plan providing an accurate description of lot location, lot size, lot boundaries, dimensions, set back requirements; existing and proposed improvements must be identified, parking spaces or other pertinent information should also be included. **Please Note: The plan will need to be sealed by a licensed surveyor or engineer unless the Zoning Officer grants a waiver.**
3. Building and impervious calculation sheet if relief requested is for building and/or impervious coverage regulations. Form is available at Borough Hall and on the Borough website.

**Other Considerations:**

1. Letters of support from nearby property owners or those affected by appeal.
2. Photos, renderings and other visuals for illustrative purposes.

**I (We) hereby certify that the above information is true and correct to the best of my (our) knowledge, information or belief. Applications which are incomplete, do not include the required supporting documents, or lack sufficient information will be rejected.**

\_\_\_\_\_  
Applicant Name

\_\_\_\_\_  
Applicant Signature

If applicable, the property owner must sign to indicate that applicant has permission to proceed with this application for the subject site.

\_\_\_\_\_  
Owner Name

\_\_\_\_\_  
Signature