

# **Instructions**

## **For The Zoning Hearing Board Application Submission**

The following documentation is required:

- Zoning Hearing Board Application {original must be notarized if applicant is filing on behalf of the property owner}.
- 1 original and 7 site plans (drawn to scale showing dimensions and existing and proposed improvements, if any).
- Photocopy of the deed for the premises.
- Names and addresses of owners of property within 250 feet of the premises.
- Application Fee (must be submitted with the Application).

## ZONING HEARING BOARD APPLICATION

The original of this Application, including all plans and drawings, must be submitted to the Borough together with the Application fee.

CASE NUMBER: \_\_\_\_\_ (to be assigned by the Borough)

I. Name of Appellant/Applicant: \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

Address (**Subject of Application**): \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Owner: \_\_\_\_\_

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

Attorney: \_\_\_\_\_

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

2. The undersigned hereby: (check applicable item or items)

(a) \_\_\_\_\_ appeals from the action of the Zoning Officer \_\_\_\_\_  
\_\_\_\_\_

(b) \_\_\_\_\_ requests a special exception

(c) \_\_\_\_\_ requests a variance

(d) \_\_\_\_\_ challenges the validity of a zoning ordinance or map

If applicant is not the owner, state applicant's authority to title interest to bring this

application: (equitable owner, agent, lessee, etc.): \_\_\_\_\_

3. Description of the premises involved (attach plan of the lot and the improvements both erected and proposed): \_\_\_\_\_

\_\_\_\_\_

Tax Parcel No.: \_\_\_\_\_ Date of present deed: \_\_\_\_\_

Present zoning classification: \_\_\_\_\_ Lot size: \_\_\_\_\_

Present use: \_\_\_\_\_

Proposed use: \_\_\_\_\_

Nature of improvements existing: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Use in case of an appeal from the action of the Zoning Officer:

(a) The action taken was: \_\_\_\_\_

\_\_\_\_\_

(b) The date the action was taken was: \_\_\_\_\_

(c) The foregoing action was in error because: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Use for request for a special exception

(a) Nature of special exception sought is: \_\_\_\_\_

(b) The special exception is requested under:

Article \_\_\_\_\_ Section \_\_\_\_\_ Subsection \_\_\_\_\_  
of the Langhorne Borough Zoning Ordinance (if more than one exception is requested,  
list ordinance references for each exception and state the nature of the exception):

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6. Use for request for a variance

(a) Nature of variance sought is: \_\_\_\_\_

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The variance is from: Article \_\_\_\_\_ Section \_\_\_\_\_ Subsection \_\_\_\_\_  
of the Langhorne Borough Zoning Ordinance (if more than one variance is requested,  
list ordinance references for each request and state the nature of the variance):

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7. Use in case of a challenge to the validity of a zoning ordinance or map

(a) The ordinance or map challenged is as follows: \_\_\_\_\_

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(b) The challenge is ripe for decision because: \_\_\_\_\_

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(c) The ordinance challenged is invalid because: \_\_\_\_\_

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8. Has there been any previous zoning appeal, variance, or special exception for this property? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please indicate the date thereof and nature of relief granted: \_\_\_\_\_

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

\_\_\_\_\_  
APPLICANT

\_\_\_\_\_  
OWNER

COMMONWEALTH OF PENNSYLVANIA

COUNTY OF BUCKS

The undersigned, being duly sworn according to law, deposes and says that he is the above-named applicant, that he is authorized to and does take this Affidavit on behalf of the owner. and that the foregoing facts are true and correct to the best of his knowledge.

\_\_\_\_\_  
APPLICANT

Sworn to and Subscribed

before me this \_\_\_\_\_ day

of \_\_\_\_\_, 20\_\_\_\_\_

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

Date Received: \_\_\_\_\_

ESCROW FEE AGREEMENT

TMP# \_\_\_\_\_

Address of Project \_\_\_\_\_

we/I, \_\_\_\_\_  
Name of Applicant/Owner/Developer, if applicable

agree and acknowledge that as applicant/owner/developer, we will be individually and jointly responsible for any and all fees incurred when plans, supporting documents and sites are inspected and reviewed. during application, during construction, during the maintenance period, and/or any other inspection period by Borough employees, agents, advisors or consultants, including but not limited to, the following: solicitor, engineer, landscape architect. traffic engineer, street light consultant, land planner, building inspector. zoning officer. Borough Planning Commission. Borough Council, or any other body or person as may be required by law or ordinance in accordance with the fee schedule of Langhorne Borough, as enacted or hereafter amended by resolution.

In addition, with respect to road occupancy/right-of-way/road opening/pole permits or work. it shall be the responsibility of the applicant/owner/developer to apply for all necessary permits, to install properly. and to correct any deficiencies to the right-of-way and/or roadway that may be discovered during the course of the inspection process, during construction and during the maintenance period.

We/I submit initial fee escrow monies in the following amount and understand that additional funds may be needed. We/I agree to waive any Statute of Limitation defense during this period and for a period of six (6) years after the end of the last maintenance or inspection period and agree that a municipal lien may be recorded, after written advance notice but without further legal action or notice for any unpaid fees, costs or expenses incurred by or owed by the Borough.

\$ \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant/Owner/Developer Date Signed

\_\_\_\_\_  
Address City State Zip Code

\_\_\_\_\_  
Telephone Number Email Address

\_\_\_\_\_  
Signature of Applicant/Owner/Developer Date Signed

\_\_\_\_\_  
Address City State Zip Code

\_\_\_\_\_  
Telephone Number Email Address

\_\_\_\_\_  
Accepted by Langhorne Borough Position Date Signed

**\*\*NOTE:** Each person signing this Agreement will be the individual directly accountable for payment of the subject fees. Accordingly, if it is desired to assign this responsibility to another party or firm, said property or the appropriate officer of said firm must execute this document and any assignment must be accepted by the Borough to be effective.