

**Exeter Township Zoning Office
2305 State Route 92
Harding, PA 18643-9700**

**ZONING HEARING BOARD APPLICATION
For
SPECIAL EXCEPTION**

Name of Applicant: _____ Phone: _____

Address: _____

Name of Landowner: _____

(If landowner is not applicant: authorization to act on landowner's behalf must be presented with the application).

Landowner's Signature: _____

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DESCRIPTION OF PROPERTY FOR WHICH APPLICATION IS FILED:

PIN No: _____ Zoning Classification: _____

Location: _____

Lot Size: _____ Present Use: _____

Existing Improvements on the Lot: _____

Has previous application been filed with the Board for this property? _____

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Board Action Requested:

Justification for Request: _____

APPLICANT SIGNATURE: _____ DATE _____

PRINT NAME: _____

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INSTRUCTIONS FOR APPLICATION FOR USE BY SPECIAL EXCEPTION

To make an Application to the Zoning Hearing Board for a Special Exception, submit to the Township Zoning Office the following:

1. The completed application form containing all the basic information.
2. A site plan for the proposed development of a site for a special use shall be submitted with the application for a special permit. Such plan shall show the location of all buildings, open spaces, parking areas, adjacent roadways, traffic access and circulation, landscaping, drawings showing the type, design, and dimensions of all proposed construction and any other information required for determining the conformance of the special use with the regulations for that use.
3. A copy of the deed for the property.
4. A check payable to “Exeter Township” for the initial filing fee (\$125). Applicant is also responsible for a share of other expenses related to the hearing, such as advertising costs and cost of court stenographer.
5. Furnish a list of property owners adjacent to or within 200 feet of subject lot, including across streets, streams, etc. containing name, mailing addresses, and telephone numbers. These owners will be individually notified prior to hearings regarding the application.
6. The application must be signed by the owner or his duly authorized representative (i.e. power of attorney, company officer, etc.).
7. Submit the completed application to:

Exeter Township Zoning Hearing Board
Exeter Township Municipal Building
2305 State Route 92
Harding, PA 18643-9700