

## ***Zoning Hearing Board Application***

Abington Township, PA

1176 Old York Road, Abington PA 19001, Fax: 215-884-8271, Telephone: 267-536-1000 x4



### **Checklist**

1. A completed application, to include the signature of the owner and signature of the applicant.
2. Only the below items will be accepted with a completed application:
  - a. Agreement of sale or the lease agreement.
  - b. Copy of the most recent deed.
  - c. The plot plan of the property prepared by a Professional Engineer or a Registered Land Surveyor. The date of the plan may not be more than (1) year old. A digital copy and ten (10) physical copies to scale must be provided with the application.
3. Any additional exhibits may only be presented at the hearing in the form of twelve (12) hard copies (photographs, letters of support, etc.). A flash drive with the exhibits may be brought to the hearing.
4. The plot plan must include the zoning district, zoning district requirements and what is proposed. The requested relief is required to be highlighted.
5. The plot plan is required to plot the location of existing coverage, structures and the like. All proposed improvements are required to be plotted and highlighted on the plan. The plan is required to list all proposed coverage numbers for both the building coverage and the impervious coverage as well as plot all building setback lines and required landscaped buffers.
6. Any and all proposed changes to the existing grades on the site will be required to be clearly shown. If the property has existing steep slopes, that area and the percentage of disturbance must be shown.
7. The site plan should include a site area map @ a 500/1 scale.
8. Applications must be submitted by the third Friday of the month by 4:00 PM and deemed completed in order to appear on the following month's agenda. The only exception is September which is the fourth Friday of the month. A list of 2024 deadlines can be found on page 6. Applications are subject to review and the submission of an application does not automatically guarantee its placement on an agenda.
9. Completed application, deed(s) and plot plan must be e-mailed to [zoning.officer@abingtonpa.gov](mailto:zoning.officer@abingtonpa.gov) upon submission.

The Zoning Hearing Board of the Township of Abington holds a regularly scheduled meeting on the third Tuesday of each month. If you have any questions, please feel free to contact the Township Zoning Officer at [zoning.officer@abingtonpa.gov](mailto:zoning.officer@abingtonpa.gov) or 267-536-1015.

All applications are reviewed by the Zoning Officer of the Township of Abington and may be returned to the applicant if the application is found to be incomplete.

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This application must be accompanied by a digital copy and a minimum of ten (10) copies of the plot plan of the property, pre-pared and signed by a registered land surveyor or professional engineer. The plan must include lot area, lot dimensions, coverage percentages, existing structures, other improvements, proposed improvements, off-street parking, buffers and all characteristics on the site. The plan may not be more than one (1) year old.

The Undersigned herein makes application for:

- Request for Variance from the Zoning Ordinance.
- Request for a Special Exception as provided by the Zoning Ordinance.
- Appeal from the actions of the Zoning Officer.

1. Name and address of the owner of the land: \_\_\_\_\_ Phone number: \_\_\_\_\_
  
2. Name and address of the applicant: \_\_\_\_\_ Phone number: \_\_\_\_\_
  
3. Name and address of the attorney: \_\_\_\_\_ Phone number: \_\_\_\_\_
  
4. If the applicant is not the owner of the property, list the applicant's interest in filing this application.  
Example: equitable owner, agent, lessee, etc.

5. Description of the property:

Address/location \_\_\_\_\_

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

Proposed improvement \_\_\_\_\_

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6. State briefly the reasons for which the proposed improvements or use does not meet the requirements of the Zoning Ordinance, and the nature of relief you are seeking:
  
  
  
  
  
  
  
  
  
  
7. List the specific section of the Zoning Ordinance upon which the application for a variance or special exception is based:
  
  
  
  
  
  
  
  
  
  
8. Describe in detail the grounds for the appeal, or the reasons both in law and in fact for the granting of the variance or special exception, describing in detail the nature of the unique circumstances, and the specific hardship justifying your request for approval of the application.
  
  
  
  
  
  
  
  
  
  
9. List any and all prior Zoning Hearing Board action regarding the property. List the date, case number and the nature of the zoning relief granted.
  
  
  
  
  
  
  
  
  
  
10. List any and all additional information, records, transcripts which may be helpful to the Zoning Hearing Board in rendering a decision: A minimum of eight (8) copies are required to be submitted.

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Signature of Applicant

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Signature of Owner

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Internal Validation:

Date Received:

Fee Paid:

Case:

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Signature of the Zoning Officer

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### **Ordinance No. 1951**

AN ORDINANCE OF THE TOWNSHIP OF ABINGTON RE-ESTABLISHING FEES TO BE CHARGED FOR CERTAIN ZONING HEARING BOARD APPLICATIONS OR APPEALS, AND SUBSTANTIVE CHALLENGES BROUGHT BEFORE THE ZONING HEARING BOARD; A FEE TO BE CHARGED FOR POSTPONEMENTS REQUESTED BY APPLICATNS; A FEE TO BE CHARGED FOR APPLICATIONS FOR A CHANGE OR AMENDMENT TO THE ZONING MAP; A FEE TO BE CHARGED FOR APPLICATIONS FOR CONDITIONAL USE; A FEE TO BE CHARGED FOR APPLICATIONS FOR CURATIVE AMENDMENT; A FEE TO BE CHARGED FOR APPLICATIONS FOR ZONING COMPLIANCE CERTIFICATES; AND REPEALING ALL PRIOR ORDINANCES OR PARTS THEREOF THAT ARE INCONSISTENT WITH THIS ORDINANCE.

The Board of Commissioners of the Township of Abington, pursuant to the authority set forth in section 908(1.1) of the Pennsylvania Municipality Planning Code (53 P.S. - 10908(1.1)), does hereby enact and ordain as follows:

**Section 1. Fees for Applications and Appeals to the Zoning Hearing Board.** Fees to be charged for applications or appeals to the Zoning Hearing Board, and substantive challenges to the validity of the zoning ordinance, shall be determined as follows, and shall be in the following amounts:

- A. For applications or appeals relating to accessory structures up to and including 500 square feet, fences and retaining walls: Two hundred dollars (\$200.00).
- B. For applications or appeals relating to single-family dwellings or one residentially zoned parcel: Four hundred dollars (\$400.00).
- C. For applications or appeals relating to from two to four residentially zoned properties: Five hundred dollars (\$500.00).
- D. For applications or appeals relating to five to nine residentially zoned properties: One thousand dollars (\$1,000.00).
- E. For applications or appeals relating to ten or more residentially zoned properties: One thousand five hundred dollars (\$1,500.00).
- F. For applications or appeals relating to a duplex: Five hundred dollars (\$500.00).
- G. For applications or appeals relating to three to five apartment units: Six Hundred dollars (\$600.00).
- H. For applications or appeals relating to six to ten apartment units: One thousand dollars (\$1,000.00)
- I. For applications or appeals relating to more than ten apartments: One thousand five hundred dollars (\$1,500.00)

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- J. For an application or appeal involving any change in use, alteration or addition to any non-residential building under one thousand (1,000) square feet: One thousand dollars (\$1,000.00).
- K. For an application or appeal involving any change in use, alteration or addition to any non-residential building over one thousand (1,000) square feet: One thousand five hundred dollars (\$1,500.00).
- L. For a procedural or substantive challenge to the validity of the zoning ordinance: One thousand five hundred dollars (\$1,500.00).

**Section 2. Fee for Postponement Requested by Applicant.** A fee of three hundred (\$300.00) will be charged for each postponement of any matter identified in Section 1 or 2 requested by an applicant, said fee to be paid prior to the scheduling of the postponed hearing. The purpose of this fee is to cover the cost of legally required advertising and mailings giving notice of the re-scheduled hearing.

**Section 3. Fees for Matters to be Heard by the Board of Commissioners.** For applications for a change or amendment to the zoning map, for a conditional use, petitions for land use ordinance amendments, including curative amendments: Two thousand dollars (\$2,000.00).

**Section 4. Fee for Zoning Compliance Certificate.** A fee of one hundred and fifty dollars (\$150.00) shall be charged for an application for the issuance of a zoning certificate.

**Section 5. Repealer.** All prior ordinances or parts of prior ordinances that are inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

**Section 6. Severability.** In the event that any section, sentence, clause or word of this Ordinance shall be declared illegal, invalid or unconstitutional by any Court of competent jurisdiction, such declaration shall not prevent, preclude or otherwise foreclose the validity of the remaining portions of this Ordinance.

**Section 7. Effective Date.** This Ordinance shall be effective immediately.

**ENACTED and ORDAINED** this 13th day of December, 2007.

Attest:

\_\_\_\_\_  
Burton T. Conway, Secretary

By:

\_\_\_\_\_  
James Ring, President  
Board of Commissioners



Thomas Hecker, *Board President*  
Matthew Vahey, *Board Vice President*  
Richard J. Manfredi, *Township Manager*

## TOWNSHIP OF ABINGTON

### 2024 ZONING HEARING BOARD DEADLINES

The following table depicts the application deadlines and Zoning Hearing Board meeting dates for 2024. All applications must be received and deemed complete by the date provided in the first column to be placed on the meeting date in the corresponding second column.

<b>Zoning Hearing Board Application Received and Deemed Complete By</b>	<b>Zoning Hearing Board Meeting Date</b>
Friday, December 21, 2023	Tuesday, January 16, 2024
Friday, January 19, 2024	Tuesday, February 20, 2024
Friday, February 16, 2024	Tuesday, March 19, 2024
Friday, March 22, 2024	Tuesday, April 16, 2024
Friday, April 19, 2024	Tuesday, May 21, 2024
Friday, May 17, 2024	Tuesday, June 18, 2024
Friday, June 21, 2024	Tuesday, July 16, 2024
Friday, July 19, 2024	Tuesday, August 17, 2024
Friday, August 16, 2024	Tuesday, September 17, 2024
Friday, September 20, 2024	Tuesday, October 15, 2024
Friday, October 18, 2024	Tuesday, November 19, 2024
Friday, November 22, 2024	Tuesday, December 17, 2024