



## PETERSBURG BOROUGH ZONING CHANGE REQUEST

APPLICANT/AGENT	LEGAL OWNER (IF DIFFERENT THAN APPLICANT/AGENT)
NAME	NAME
MAILING ADDRESS	MAILING ADDRESS
CITY/STATE/ZIP	CITY/STATE/ZIP
PHONE	PHONE
EMAIL	EMAIL

### Application Submission:

1. Complete this application.
2. Submittals: please submit a letter stating the new zoning and explaining the need for the change.
3. Applications will not be scheduled for a hearing until complete and fees paid.

**How is the application processed?** After you've submitted a complete and accurate application with all required fees, your proposal will be scheduled for a public hearing with the Planning Commission. For zoning change requests: The Planning Commission's role is to make a recommendation to the Borough Assembly. The Assembly holds the final authority to approve or deny the rezoning.

Before the hearing, we'll notify all property owners within 600 feet of your site. We'll also advertise the request in the newspaper and post a notice at the property itself. Additionally, our staff will prepare a detailed report for the Planning Commission to review. We strongly recommend that you attend the public hearing in person or by video conference. This is your opportunity to present evidence supporting your request and answer any questions the commission may have.

### What happens after the Planning Commission's decision?

- For subdivision applications: If your application is approved or denied, there is a ten-day appeal period. During this time, the applicant, a property owner within 600 feet, or a governmental agency can file an appeal with the Borough Clerk's office. An appeal asks the Borough Assembly to reverse or modify the Planning Commission's decision. The appeal will then be scheduled to be heard by the Borough Assembly, which can affirm, modify, or overturn the original decision.
- For zoning change requests: The Planning Commission's makes a recommendation to the Borough Assembly. There is no appeal process for the commission's recommendation. Instead, the Borough Assembly will consider an ordinance to rezone and make the final decision.

**What are "conditions of approval"?** If the application is approved, it may include conditions affecting the proposed use/development. These conditions are legally binding and are designed to lessen any negative impacts a project might have on the community, such as noise, traffic, or aesthetics. Ultimately, these conditions allow a project to be approved while protecting the public interest.

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<b>For Borough Use</b>	Date:
Base Fee: \$100	Check No. or CC:
Public Notice Fee: \$70	Received by:
Total: \$170	Code to: 110.000.404110

### APPLICANT INFORMATION

NAME:

### PROPERTY INFORMATION

PHYSICAL ADDRESS or LEGAL DESCRIPTION:			Lot Size:
LOT:	BLOCK:	SUBDIVISION:	PLAT #:
PARCEL ID:	ZONE:		OVERLAY:

Current Use of Property:

Proposed Use of Property:

### LEGAL ACCESS AND UTILITIES

WASTEWATER SYSTEM: What is the current or planned system? ☐ Municipal ☐ DEC-approved on-site system

WATER SOURCE: What is the current or planned system? ☐ Municipal ☐ Cistern/Roof Collection ☐ Well

LEGAL ACCESS TO LOT(S) (Street Name):

### SUBMITTALS

Please submit letter stating the new zoning and explaining the need for the change.

### SIGNATURE(S)

I hereby affirm all the information submitted with this application is true and correct to the best of my knowledge. I also affirm that I am the true and legal property owner or authorized agent thereof for the property subject herein.

Applicant(s): \_\_\_\_\_ Date: \_\_\_\_\_

Owner (if different from applicant): \_\_\_\_\_ Date: \_\_\_\_\_

Owner (if different from applicant): \_\_\_\_\_ Date: \_\_\_\_\_