



## **Lower Gwynedd Township**

1130 N. Bethlehem Pike, P.O. Box 625  
Spring House, PA 19477  
(215)646-5302- phone  
(215)646-3357-fax  
[www.lowergwynedd.org](http://www.lowergwynedd.org)

### **Request for a Public Hearing Before the Lower Gwynedd Township Board of Supervisors to Amend the Zoning Ordinance Text and/or the Zoning Map**

#### **Instructions for the Completion of this Application**

1. An original and ten (10) copies of this application as well as all pertinent documents, plans, and drawings must be submitted to the Lower Gwynedd Township Zoning Officer with the appropriate filing fee. In addition, an electronic version of the complete submission including drawings/plans must be submitted via email or an external hard drive. A submission is not considered complete and will not be processed until the Township is in receipt of all the required components.
2. Please include a narrative regarding the nature of your proposal. Including all applicable information such as a detailed map of your location showing any proposed changes, draft text for proposed ordinance amendments, tax parcel and ownership information including deeds, and any other information pertinent to the specific issues to be raised before the Board of Supervisors.
3. Filing Fees will be set by resolution of the Lower Gwynedd Township Board of Supervisors and will be amended from time to time. Please refer to the attached fee schedule section pertaining to Rezone Requests.
4. The Board of Supervisors will review all submitted applications. Should they be inclined to grant a hearing the applicant will be contacted to schedule such hearing. After the initial full hearing (3 hours) on an application, each additional hearing needed to complete the testimony (whether or not such testimony is being offered by the applicant, by protestants or by the Township itself) shall require an additional filing fee as per the attached fee schedule to cover the Township's additional costs. The failure to deliver the additional filing fee prior to the scheduled hearing date shall be construed as the intention of the applicant to withdraw his application.
5. Lower Gwynedd Township shall not be deemed to have accepted this application for filing until all information required by the Application Form, as well as, supporting plans and other documentation have been submitted and received by the Zoning Officer. The date of the effective filing of the Application shall be noted by the Zoning Officer on the Application itself.



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**Rezone/Zoning Ordinance & Map Amendment  
Request for Public Hearing to the  
Board of Supervisors**

1. Date: \_\_\_\_\_
  
2. Classification of Request (check all that apply):
  - Rezone Request- Individual Parcel
  - Text Amendment
  - Map Amendment
  - Extension or Application of existing overlay
  - Overlay Proposal
  
3. Applicant:
  - Name: \_\_\_\_\_
  - Mailing Address: \_\_\_\_\_
  - \_\_\_\_\_
  - Phone Number: \_\_\_\_\_
  - Email Address: \_\_\_\_\_
  - State owner of legal title, if other than Applicant: \_\_\_\_\_
  - \_\_\_\_\_
  - Tax Parcel No. (list parcel numbers for all subject properties): \_\_\_\_\_
  - \_\_\_\_\_
  
4. Applicant's Attorney:
  - Name: \_\_\_\_\_
  - Mailing Address: \_\_\_\_\_
  - \_\_\_\_\_
  - Phone Number: \_\_\_\_\_
  - Email Address: \_\_\_\_\_
  
5. Property:

Location: \_\_\_\_\_

Present Zoning Classification: \_\_\_\_\_

Tax Parcel No. (list parcel numbers for all subject properties): \_\_\_\_\_

Description of the proposed use and the proposed improvements (if different):

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

6. State each section of the zoning ordinance involved in this application:

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

7. Has any previous appeal or application been filed in connection with this property?

Yes     No    If yes, date and specifics: \_\_\_\_\_

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

8. Does this Application involve a proposed subdivision?     Yes     No  
If yes, has a subdivision plan been filed with the Township?  Yes     No

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

**Rezoning/Zoning Ordinance Amendment Fees.** Rezoning requests or Zoning Ordinance Amendments submitted to the Board of Supervisors c/o the Zoning Officer shall have the following fees. Costs include copies of transcripts as requested, solicitor, stenographer, etc.

<b>Type</b>	<b>Fee</b>
Zoning Map Amendment	\$1,800 + costs
Zoning Ordinance Text Amendment	\$1,800 + costs
Curative Amendments	\$3,500 + costs
Additional Hearings	\$650 each