



CONDITIONAL USE APPLICATION PROCEDURES

All applications shall be submitted in person to:

**Plumstead Township
5186 Stump Road, Pipersville, PA 18947**

Submissions are accepted between the hours of 8:30 AM and 4:00 PM, Monday through Friday.

NO PLAN APPLICATIONS WILL BE ACCEPTED BY MAIL
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCES

ALL applications shall include:

- _____ 1 original completed application form, fully executed with all necessary signatures.
- _____ 2 copies of the Plot Plan drawn to scale, showing the real estate affected and showing existing man- made features within 500 feet of the property.
- _____ 1 copy of the Traffic Study (unless waived by the Board of Supervisors pursuant to Plumstead Township Code of Ordinances, Chapter 27, Part 23, § 27-2319.1).
- _____ 1 copy of the Water Impact Study (unless waived by the Board of Supervisors pursuant to Plumstead Township Code of Ordinances, Chapter 27, Part 23, § 27-2319.2).
- _____ An executed Professional Services Agreement and the necessary fees and escrows as per the current Township Fee Schedule.
- _____ List of property owners, addresses and TMP#'s for all properties within 1,000ft. of the property applying for a Conditional Use.

The application shall include the following:

- A. A statement as to the proposed use of the building or land.
- B. A site layout plan, drawn to scale (1" = 100 ft or larger), showing the location, dimensions, and height of proposed buildings, lots, structures, or uses; any existing buildings; existing and proposed property and street lines; and the size of tract to be developed.
- C. General information on natural resources on the property.
- D. The location and arrangement of proposed streets and parking areas, and pedestrian paths, if applicable.

- E. Statement regarding the provision of water and sewer services to the property.
- F. If the application relates to properties scheduled to be developed in successive stages, such plans shall show the relationship of the portion scheduled for initial development to the proposed layout of the entire property.
- G. For residential properties, the proposed number of dwellings.
- H. A description of any proposed industrial or commercial operation in sufficient detail to indicate how the operation may affect surrounding properties.

The applicant is advised to read the Plumstead Township Code of Ordinances, Chapter 27, Part 28, § 27-2808 to make sure the plot plan complies with all of the requirements for a Conditional Use.

The Planning Commission and the Board of Supervisors review Conditional Use applications. The recommendation of the Planning Commission is advisory. The final decision to approve or disapprove of an application is made by the Board of Supervisors at a public meeting.

The public hearing will be held within sixty (60) days after the completed application has been filed with the Township. The Board of Supervisors shall approve or disapprove of the request for a Conditional Use with forty-five (45) days following the public hearing.



PLUMSTEAD TOWNSHIP

5186 Stump Road
 Pipersville, PA 18947
 Phone: (215) 766-8914
www.plumstead.org

OFFICIAL USE ONLY	
Date Rec.:	_____
App Fee Paid:	_____
Check #:	_____
Receipt #:	_____

CONDITIONAL USE APPLICATION

Application #: _____

Electronic submission of the application, plans, & supporting documents is required to be submitted in PDF format via DropBox or OneDrive to shicks@plumstead.gov.

Please print when filling out the following application.

Site Address: _____ TMP# _____			Primary Contact (Check One)
Owner of Record	Name _____		
	Address _____		
	Phone _____	Email _____	
Applicant	Name _____		<input type="checkbox"/>
	Address _____		
	Phone _____	Email _____	
Agent or Attorney	Name _____		<input type="checkbox"/>
	Address _____		
	Phone _____	Email _____	
Engineer or Surveyor	Name _____		<input type="checkbox"/>
	Address _____		
	Phone _____	Email _____	

I am not represented by an attorney in connection with the application.

If applicant is not the owner, state applicant's authority to bring this application: _____

Zoning District of Property: _____

Present Use of Property: _____

Applicant claims that the Conditional Use herein requested may be allowed by the Plumstead Township Zoning Ordinance, as amended under:

Article _____ Section _____ Paragraph _____

Description of use: _____

By filing this application, Applicant agrees to reimburse Plumstead Township for all costs incurred by the Township in the processing of this application to the extent that those costs exceed the escrow deposit. An administrative fee shall be added to all applicable charges invoiced to the escrow account.

Authorized Signature

Date