

EAST LAMPETER TOWNSHIP

2250 Old Philadelphia Pike, Lancaster, PA 17602
Phone: (717) 393-1567 / Fax: (717) 393-4609

ZONING HEARING BOARD APPLICATION INSTRUCTIONS

1. The **APPLICATION FORM** must be filled out completely with full answers to every statement and question. The application MAY NOT be signed by an agent, but MUST be signed by the owner, owners or attorney.
2. The **FILING FEE** required in the amount of \$ 400.00 for variances, special exceptions or appeals from the decision of the Zoning Officer for individual residential properties and \$800.00 for all other properties must be paid at the time of filing application. This fee only partially covers the extra cost to the municipality of investigating and processing the application through its various stages. (Make checks payable to: East Lampeter Township)
3. **INFORMATION REQUIRED FOR SPECIAL EXCEPTION OR VARIANCE APPLICATION.** Each APPLICATION for a special exception or variance must be accompanied by the information below and must be submitted on sheet size of a minimum of 8 ½ by 11 inches and clearly readable.
 - a. **Site Plan:** Including location and use of open spaces and structures and other improvements on the lot. Must be drawn to a scale.
 - i. Lot: The location and dimension of the lot.
 - ii. Streets: Names and widths of abutting streets and highways.
 - iii. Structures & Yards: Locations, dimensions and uses of existing and proposed structures and yards on the lot, and as practical, of any structures within one hundred (100) feet of the proposed structured, but off the lot.
 - iv. Wells and Septic Systems: Locations of existing on-site water wells and septic systems on the lot and, if served by such facilities.
 - v. Improvements: Proposed off-street parking and loading areas, access drives and walks. Proposed sewage disposal system.
 - vi. Floor plans of all floors of building.
 - b. Ground floor plans and elevations of proposed structures (flood plain only).
 - c. Additional information required by the Zoning Ordinance for special uses.
4. **PHOTOGRAPHS ARE SUGGESTED FOR SPECIAL EXCEPTION OR VARIANCE APPLICATION.** PHOTOGRAPHS of the property involved, not over 8 ½ x 11 inches, but of adequate size to illustrate the condition of the property under discussion, are always helpful.
5. When all above listed requirements are met, file Application, Plans and other exhibits with the Zoning Officer and pay the filing fee. The Application must be complete in every aspect, with ALL questions answered before the staff can receive and certify the Application.

THIS IS A LEGAL PROCEEDING; IT MAY BE ADVISABLE TO CONTACT AN ATTORNEY TO REPRESENT YOU AT THE HEARING.

Hearings are conducted the 2nd and 4th Thursday of the month (Except Nov. & Dec.).
Return application & payment four weeks in advance of hearing.

Zoning Hearing Board – Hearing _____, 7:00 p.m.

East Lampeter Township

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ZONING HEARING BOARD APPLICATION

CASE # _____

<p>APPLICANT: (Lessee, owner, contract purchaser)</p> <p>Name: _____</p> <p>Address: _____</p> <p>Phone: _____</p> <p>PROPERTY OWNER: (if other than applicant)</p> <p>Name: _____</p> <p>Address: _____</p> <p>Phone: _____</p> <p>PROPERTY ADDRESS LOCATION:</p> <p>Number _____ Street _____</p> <p>PARCEL NO.: _____</p> <p style="color: red;">(A plot plan of property must be attached to this application)</p> <p>PRESENT ZONING DISTRICT: _____</p> <p>LOT SIZE: Width _____ Depth _____ Area _____ Square Ft. _____</p> <p>PRESENT USE: _____ PROPOSED USE: _____</p> <p>Date of previous application, if any: _____</p>	<p style="text-align: center;">DO NOT WRITE IN THIS SPACE</p> <p style="text-align: center;"><u>CHECKLIST</u></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Action Taken</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Dates</u></th> </tr> </thead> <tbody> <tr><td>Application filed</td><td>_____</td></tr> <tr><td>Fee Paid \$ _____</td><td>_____</td></tr> <tr><td>Receipt Issued</td><td>_____</td></tr> <tr><td>Placed on Calendar for Brd mtg. on</td><td>_____</td></tr> <tr><td>Notice of hearing mailed to:</td><td>_____</td></tr> <tr><td style="padding-left: 40px;">Applicant:</td><td>_____</td></tr> <tr><td style="padding-left: 40px;">Neighboring property owners</td><td>_____</td></tr> <tr><td>Notice sent to newspaper</td><td>_____</td></tr> <tr><td>Sign sent for posting</td><td>_____</td></tr> <tr><td>Posting sighted by Zoning Off.</td><td>_____</td></tr> <tr><td>Hearing held</td><td>_____</td></tr> <tr><td>Decision made</td><td>_____</td></tr> <tr><td>Appeal Filed</td><td>_____</td></tr> </tbody> </table>	<u>Action Taken</u>	<u>Dates</u>	Application filed	_____	Fee Paid \$ _____	_____	Receipt Issued	_____	Placed on Calendar for Brd mtg. on	_____	Notice of hearing mailed to:	_____	Applicant:	_____	Neighboring property owners	_____	Notice sent to newspaper	_____	Sign sent for posting	_____	Posting sighted by Zoning Off.	_____	Hearing held	_____	Decision made	_____	Appeal Filed	_____
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THE ABOVE NAMED APPLICATION REQUESTS A HEARING BEFORE THE ZONING HEARING BOARD AND A DETERMINATION ON THE FOLLOWING MATTER:

_____ **APPEAL**
(complete section 1)

_____ **SPECIAL EXCEPTION**
(complete section 2)

_____ **VARIANCE**
(complete section 3)

SECTION 1 - REQUEST FOR APPEAL

REQUEST FOR APPEAL and review of decision of Zoning Officer dated _____ based upon an interpretation of Section _____ of the Zoning Ordinance.

Nature of error claimed by applicant: _____

SECTION 2 - REQUEST FOR SPECIAL EXCEPTION

REQUEST FOR SPECIAL EXCEPTION as required by the Zoning Ordinance in Section _____. The proposed use at the proposed location (see attached site plan) is claimed by the applicant:

Nature of special exception requested: _____

Not to be detrimental to the character of the neighborhood for the following reasons: _____

SECTION 3 - REQUEST FOR VARIANCE

REQUEST FOR VARIANCE of Section _____ of the Zoning Ordinance under which the Zoning Officer refused to issue a permit on _____, 20_____.

Nature of variance requested: _____



NOTE: I hereby certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true to the best of my knowledge and belief.

Signature: _____
(Signature of Owner)

Date: _____

Signature: _____
(Signature of Applicant, if different from Owner)

Date: _____

Don't Let Storm Water Run Off With Your Time and Money!

What the Construction Industry Should Know About Storm Water In Our Community

The construction industry plays an important role in improving our community's quality of life by not only providing new development, but also protecting our streams and rivers through smart business practices that prevent pollution from leaving construction sites.

Storm water runoff leaving construction sites can carry pollutants such as dirt, construction debris, oil, and paint off-site and into storm drains. In our community, storm drains carry storm water runoff directly to local creeks, streams, and rivers with no treatment. Developers, contractors, and homebuilders can help to prevent storm water pollution by taking the following steps:

1. Comply with storm water permit requirements.
2. Practice erosion control and pollution prevention practices to keep construction sites "clean."
3. Conduct advanced planning and training to ensure proper implementation on-site.

The remainder of this fact sheet addresses these three steps.

Storm Water Permit Requirements for Construction Activity

Planning and permitting requirements exist for construction activities. These requirements are intended to minimize storm water pollutants leaving construction sites.

- Pennsylvania's Erosion and Sediment Pollution Control Program (25 Pa. Code, Chapter 102) requires Erosion and Sediment Control Plans for all earth disturbing activities.
- The National Pollutant Discharge Elimination System (NPDES) Permit Program (25 Pa. Code, Chapter 92) requires that construction activities disturbing greater than one acre submit a Notice of Intent for coverage under a general NPDES permit.

Knowing your requirements before starting a project and following them during construction can save you time and money, and demonstrate that you are a partner in improving our community's quality of life. For more information about these programs, contact your local county conservation district office or the Department of Environmental Protection.

What is Storm Water?

Storm water is water from precipitation that flows across the ground and pavement when it rains or when snow and ice melt. The water seeps into the ground or drains into what are commonly called storm sewers. These are the drains you see at street corners or at low points on the sides of streets. Collectively, the draining water is called **storm water runoff**.



Erosion Control Practices:

- Perimeter controls (e.g. silt fence)
- Sediment traps
- Immediate revegetation
- Phased, minimized grading
- Construction entrance
- Protection of streams and drainage ways
- Inlet protection



An Ounce of Prevention

Rain that falls onto construction sites is likely to carry away soil particles and other toxic chemicals present on construction sites (oil, grease, hazardous wastes, fuel). Storm water, if not properly managed, carries these pollutants to streams, rivers, and lakes. Erosion and sediment control practices can serve as a first line of defense,

Pollution Prevention Practices:

- Designated fueling and vehicle maintenance area away from streams.
- Remove trash and litter.
- Clean up leaks immediately.
- Never wash down dirty pavement.
- Place dumpsters under cover.
- Dispose of all wastes properly.

minimizing clean up and maintenance costs, and the impacts to water resources caused by soil erosion during active construction. Erosion controls can reduce the volume of soil going into a sediment control device, such as a sediment trap, therefore, "clean out" frequencies are lower and maintenance costs are less. When possible, divert water around the construction site using berms or drainage ditches.

In addition, use pollution prevention and "good housekeeping measures" to reduce the pollution leaving construction sites as well. This can be as simple as minimizing the pollution source's contact with rainwater by covering it, maintaining a "clean site" by reducing trash and waste, and keeping vehicles well maintained.

The Best Laid Plans

Plans such as erosion and sediment control plans and storm water pollution prevention plans are important tools for outlining the erosion control and pollution prevention practices that you will use to manage storm water runoff prior to breaking ground. Developing good plans allows for proper budgeting and planning for the life of the project. Proper installation and maintenance of erosion and storm water controls is essential to a plan that works. Training for on-site staff helps to ensure the proper installation and maintenance of erosion controls and pollution prevention practices. Inspect controls and management techniques regularly to ensure they are working, especially after storm events. If polluted storm water is leaving the site, you may need to repair or add additional storm water controls.



The Bigger Storm Water Picture

Your community is preventing storm water pollution through a comprehensive storm water management program. This program addresses storm water pollution from construction, but it also deals with new development, illegal dumping to the storm sewer system, and municipal operations. It will also continue to educate the community and get everyone involved in making sure the only thing that storm water contributes to our streams is . . . water! Contact your community or the Pennsylvania Department of Environmental Protection for more information about storm water management.

For more information:

Pennsylvania Association of Conservation District's:
<http://www.pacd.org/default.html>

Pennsylvania Handbook of Best Management Practices for Developing Areas:
http://www.pacd.org/products/bmp/bmp_handbook.html

Storm Water Manager's Resource Center:
<http://www.stormwatercenter.net>

Pennsylvania Department of Environmental Protection:
<http://www.dep.state.pa.us>

