



**Middle Smithfield Township**  
147 Municipal Drive  
East Stroudsburg, PA 18302  
P: 570-223-8920 F: 570-445-3720

**Must submit original plus  
14 Copies of Application,  
Plans & Back up documentation**

## APPLICATION FOR PUBLIC HEARING

**APPLICANT NAME:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

**PROPERTY OWNER NAME:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**ATTORNEY (if represented):** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

If Applicant is not the Property Owner, state Applicant's authority to submit this application:

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

**ADDRESS OF SUBJECT PROPERTY:** \_\_\_\_\_

**PIN NUMBER:** \_\_\_\_\_ **ZONING CLASSIFICATION:** \_\_\_\_\_

**PRESENT USE OF PROPERTY:** \_\_\_\_\_

### APPLICATION MUST INCLUDE:

- **PROOF OF OWNERSHIP**
- **SITE PLAN OF PROPERTY - SITE PLAN MUST BE DRAWN TO SCALE, INDICATING LOCATION AND SIZE OF IMPROVEMENTS, BOTH PROPOSED AND EXISTING.**
- **STATEMENT OF PURPOSE, INTENT AND EXTENT OF PROPOSED CONDITIONAL USE OR SPECIAL EXCEPTION.**
- **APPROPRIATE FEE (See Middle Smithfield Township Fee Schedule)**

**Application is hereby made for consideration of the following request at a public hearing in conformance with the requirements of the Middle Smithfield Township Ordinance.**

**THE APPLICANT HEREBY:**

- A. \_\_\_\_\_ Appeals from the action of the Zoning Officer (**complete section 1 only**)
- B. \_\_\_\_\_ Requests a Special Exception (**complete section 2 only**)
- C. \_\_\_\_\_ Requests a Variance (**complete section 3 only**)
- D. \_\_\_\_\_ Requests a Conditional Use (**complete section 4 only**)
- E. \_\_\_\_\_ Challenges the validity of a land use ordinance (**complete section 5 only**)
- F. \_\_\_\_\_ Appeal to UCC Board of Appeals (**complete section 6 only**)
- G. \_\_\_\_\_ Other (**complete section 7 only**)

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**1. The applicant appeals from the action of the Zoning Officer:**

- a. The action taken was: \_\_\_\_\_
- b. The date the action was taken: \_\_\_\_\_
- c. The foregoing action was in error because : \_\_\_\_\_

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**2. The applicant requests a Special Exception:**

- a. Nature of Special Exception sought: \_\_\_\_\_
- b. The special Exception is requested under Article: \_\_\_\_\_, Section \_\_\_\_\_, Subsection \_\_\_\_\_ of the Middle Smithfield Township Zoning Ordinance.
- c. The reason for the request is: \_\_\_\_\_

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**3. The applicant requests a Variance:**

- a. Nature of Variance sought: \_\_\_\_\_
- b. The Variance is requested from section: \_\_\_\_\_ of the Middle Smithfield Township Zoning Ordinance.
- c. The nature of the unique circumstances and the unnecessary hardship justifying the request for a Variance is: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4. The applicant requests a Conditional Use:**

a. Conditional Use sought: \_\_\_\_\_

**5. The applicant challenges the validity of a land use ordinance:**

a. Ordinance(s) challenging: \_\_\_\_\_

b. Nature of Challenge: \_\_\_\_\_

**6. The applicant Appeals to the UCC Board of Appeals on the following basis:**

a. The true intent of the Act or Code was incorrectly interpreted. \_\_\_\_\_

b. The provisions of the Act do not apply. \_\_\_\_\_

c. An equivalent form of construction is to be used. \_\_\_\_\_

**7. If "other" please explain the relief sought below and the basis for same:**

\_\_\_\_\_

The applicant hereby agrees that all material and information submitted with this application shall become the property of Middle Smithfield Township and shall not be returned except as the Ordinance provides and does also hereby certify that all information, data, and statements submitted on or with this application are true and correct.

**The applicant further agrees to reimburse Middle Smithfield Township for all costs incurred by the Township in the processing of this Application (includes, but is not limited to, filing fees and hearing costs) to the extent that the costs exceed the filing fee submitted with this application.**

COMMONWEALTH OF PENNSYLVANIA:

: SS

COUNTY OF MONROE

:

The undersigned, being duly sworn according to law, deposes and says that he/she is the above-named applicant, that he/she is authorized to and does take this affidavit on behalf of the owner, and that the foregoing facts are true and correct.

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**SIGNATURE OF APPLICANT**

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**DATE**

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

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**NOTARY PUBLIC**

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**THIS PAGE TO BE COMPLETED BY TOWNSHIP**  
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Reviewed by: \_\_\_\_\_

Date completed application received: \_\_\_\_\_

\* Complete application includes all required copies and fees

Required Fee: \$ \_\_\_\_\_

Planning Commission hearing date: \_\_\_\_\_

Board of Supervisors hearing date: \_\_\_\_\_

Zoning Hearing Board hearing date: \_\_\_\_\_

UCC Board of Appeals hearing date: \_\_\_\_\_

NOTES: