

NOTICE OF APPEAL INSTRUCTIONS

**BUSHKILL TOWNSHIP
1114 BUSHKILL CENTER ROAD
NAZARETH, PA 18064**

1. Submit completed and signed Zoning permit application (seven copies) if this is deemed necessary by the Zoning Officer.
2. Submit completed and signed Notice of Appeal form (seven copies).
3. Remit the Hearing fee, payable to Bushkill Township of:
\$750.00 Dimensional Variance;
\$750 All Use Variances & Special Exception
\$1500.00 Commercial Variance & Special Exception
4. Submit seven copies of all descriptions, maps, plans, sketches, etc. of the proposed use and/or building as well as proof of ownership. The Zoning Officer may request additional information that pertains. The Zoning Hearing Board may request any information deemed necessary.
5. Change of Use Hearings will require site plan review by the Bushkill Township Planning Commission prior to the Zoning Hearing Board Hearing. The submission fee for a site plan review is six hundred dollars (\$600.00) payable to Bushkill Township.
6. The Zoning Hearing Board normally meets the second Monday of each month. Once the Zoning Officer receives your completed application, your hearing will be scheduled within sixty (60) days of the submission date.
7. The Zoning Officer or applicant shall conspicuously post a written notice provided by the Township on the subject property at least seven (7) days prior to the hearing date.

PUBLIC HEARING REQUIREMENTS

Prior to taking action on any matter related to this Ordinance for which a public hearing is required, such hearing shall be held after public notice has been published with the first notice not being more than 30 days before the hearing and the second publication not less than 7 days. Also, notification by mail to the property owner requesting Board action shall be made at least 15 days prior to said hearing. Decisions shall be rendered within 45 days of said hearing.