



**Southampton Township Cumberland County
Conditional Use Application**

Applicant Information		
Name:		
Address:		
City:	State:	Zip:
Phone:	Email:	
The interest of Applicant, if not owner (agent, lessee, etc.):		
Owner Information		
Name:		
Address:		
City:	State:	Zip:
Phone:	Email:	
Attorney for Applicant:		
Name:		
Address:		
City:	State:	Zip:
Phone:	Email:	
Property Address:		
Address:		
City:	State:	Zip:
Tax Parcel::	Zoning District:	Lot Size:
Present Use:		
Improvements:		
Specific Section(s) of Chapter 350 of the Code upon Which this application is based:		
Describe the Proposed Use of Property		

Briefly state why the applicant believes the Board of Supervisors should grant the conditional use:
(If more space is required, attached a separate sheet and make specific reference to the question asked)

Has a previous Conditional Use Application been filed for this property? Yes No Date if Known

Has a previous Zoning Hearing Board Application been filed for this Property? Yes No Date if Known

Has a previous Subdivision or Land Development Application been filed for this Property? Yes No Date if Known
350-1103 Procedures.

A. Applications for a conditional use shall be submitted and approved prior to the filing of a subdivision or land development plan, and/or the issuance of a building permit. Applications shall take the form outlined below: All applications for conditional use permits shall be made in writing by the owner of the property for which it is sought on a form supplied by the Township and shall be filed with the Township Secretary or Zoning Officer. The application shall include four copies of the following information:

- (1) Legal description of the parcel(s) for which the conditional use is desired;
- (2) A map or maps of the subject property showing:
 - (a) Property boundaries;
 - (b) Total acreage;
 - (c) Contours at two-foot intervals;
 - (d) Location, width and name of all existing or previously platted streets and utility rights-of-way;
 - (e) The location of existing utilities, drainage culverts and swales, and any existing structures.
- (3) A statement of the proposed use of the parcel, together with a site plan containing the layout of the development drawn to scale showing the location and exterior dimensions of all proposed buildings in relation to property and street lines; and
 - (a) Information regarding planned treatment and disposal of sewage and industrial wastes, water supply and storm drainage;
 - (b) The size and arrangement of all buildings used or intended to be used for dwelling purposes, including the proposed development;
 - (c) The location, size arrangement and capacity of all areas to be used for off-street parking and off-street loading;
 - (d) The location and dimension of all existing and proposed vehicular drives, entrances, exits, traffic circulation patterns, acceleration and deceleration lanes;
 - (e) The location and dimension of all existing and proposed pedestrian entrances, exits and walkways.
- (4) The Planning Agency and/or the Board of Supervisors may request other data or supplemental information deemed necessary by them or by the Zoning Officer to determine compliance of the proposed conditional use with the terms of this chapter.
- (5) When a conditional use is sought for a development which is a part of a subdivision or land development plan which has received final plan approval or for which a previous conditional use permit has been issued, the plan or conditional use permit, together with any covenants, conditions or other restrictions related thereto shall be submitted as a part of the application for the new conditional use permit.
- (6) Conditional use permits may be granted for lease properties or structures. However, the application shall be signed by both the property owner and the tenant/lessee. Once granted, the conditional use may be continued by other tenants/lessees provided the use remains the same and all terms and conditions of the original permit are followed.

B. Notification of adjacent property owners. The applicant shall prepare a list of names and addresses of all property owner physically adjacent to the property for which the conditional use is requested. "Physically adjacent" shall include property across a public or private street or right-of-way if any portion of the boundary is in direct alignment with that of the applicant.

Properties with absentee owners shall also list tenant name and address, if applicable. The Township shall prepare a notice li the date, time and place of the public hearing and the nature of the conditional use requested. Such notice shall be sent in accordance with public notice requirements.

C. Planning agency review.

(1) A review shall be held by the Planning Agency following acceptance of the conditional use application by the Township. Acceptance of the application is deemed to occur when the application fee is accepted by the Township and a receipt for same is returned to the applicant.

(2) In the event an application is recommended for approval with conditions by the Planning Agency, such conditions shall be communicated to the applicant and to the Board of Supervisors before the next regularly scheduled Board meeting followi the Planning Agency meeting at which the recommendation was made.

D. Board of Supervisors review. The Board of Supervisors shall hold a public hearing, pursuant to public notice as required b the Pennsylvania Municipalities Planning Code,[1] within 60 days of the date of acceptance by the Township of the applicat and render its decision not more than 45 days following the date of the public hearing, unless the applicant agrees, in writing an extension of that deadline. The decision of the Board shall be communicated in writing to the applicant by certified mail. Failure of the Board to hold a public hearing or render its decision within the time periods stated above, without the written concurrence of the applicant shall constitute an approval of the conditional use application as submitted.

[1] Editor's Note: See 53 P.S. § 10101 et seq.

E. Denial of application. An application for conditional use shall be denied if the Board finds:

- (1) That the application and record fail to establish compliance with the standards made applicable to the proposed development by the provisions of this chapter; or
(2) If the adverse impacts of the use or development, after taking into consideration any proposals of the applicant and any conditions that might be imposed by the Board pursuant to the provisions of this chapter to ameliorate them, outweigh any public or private benefits of the proposal and require denial of the conditional use application in the interest of the overall public health, safety and welfare.

F. Approval with conditions. The Board may, in approving any conditional use application, impose such restrictions and conditions on such approval, the proposed use and/or the premises to be developed or used pursuant to such approval as it determines are required by the general purposes, goals and objectives of the Comprehensive Plan and this chapter, to prevent or minimize adverse effects from the proposed use and development on other properties in the neighborhood and on the general health, safety, morals and welfare of the Township. All conditions imposed upon any conditional use permit approval, with the exception of conditions made applicable to such approval by the express terms of this article, shall be definitively set forth in the findings and decision granting such conditional use permit.

G. Acknowledgement of approval. In the event an application for conditional use is approved, or approved subject to conditions, the applicant shall acknowledge such approval, in writing, and unconditionally accept and agree to any and all conditions imposed on the approval within 15 days of receipt of the decision. In the event such permit is not approved, or is approved subject to conditions which are not acceptable to the applicant, the applicant may 1) request that the Board reconsider its decision; 2) appeal such decision to court; or 3) abandon the application at the expiration of the fifteen-day per

The undersigned hereby represents that, to the best of his/her knowledge and belief, all information listed above is true, and correct

Applicantor Land Owner Signature:

Print Name _____

Official Use Only

Fee Amount Tenderec \$ _____

Cash _____

Check# _____

Approved _____

Denied _____

Application Received _____

Advertisement Dates _____

Advertisement Dates _____

C.U. Application Number _____

Scheduled hearing Date _____