

**CONDITIONAL USE APPLICATION
WEST NORRITON TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA**

PROPERTY OWNER: _____

(List legal owner, equitable owner and/or lessee of
property, and their address.)

NAME OF APPLICANT: _____

MAILING ADDRESS: _____

TELEPHONE NO. _____

PREMISES: _____

Tax Parcel Block and Unit Identification

Size of Property and Building Dimensions

APPLICANT'S ATTORNEY: _____

ZONING DISTRICT: _____

- REQUEST:**
1. Applicant shall state sections which provide authorization for a conditional use pursuant to the Zoning Code.
 2. Applicant shall state specific proposal:
 - a. Type of use.
 - b. Size of use.

- c. Size and dimensions of lot area to be occupied or utilized by the conditional use.
 - d. Anticipated hours of operation.
 - e. Number of employees.
 - f. If residential, number and type of dwelling use.
 - g. Commercial or industrial vehicles associated with the use.
3. Specific conditions or restrictions offered by the applicant to be considered by the Board of Commissioners.
 4. Has a previous Conditional Use Application been filed on this property?
 - a. If Yes, give date and disposition of previous application.
 5. Has a previous application been filed in connection with this property?
 - a. If Yes, give date and disposition of previous application.

Applicant shall comply with conditional use procedures as set forth in Section 1708 of the West Norriton Township Zoning Code.

Submit twenty copies of plans which shall show existing conditions and nature of proposed use.

_____ **Date:** _____
APPLICANT

_____ **Date:** _____
OWNER

Municipal Request for Review

This request must be submitted by the municipality to our office with the appropriate plans/information and fee.

Montgomery County Planning Commission
 P.O. Box 311, Norristown, PA 19404-0311
 Phone: 610-278-3722
 Business Hours: 8:30 A.M. to 4:15 P.M.
 www.montcopa.org/plancom



To Be Completed By Municipality

Date: _____
 Municipality: _____
 Official's Name: _____
 Municipal Official's Signature: _____
(Only applications with original signature will be accepted)
 Position: _____
 MCPC File Number (if known): _____

Meeting Dates

Municipal Planning Commission

Date: _____

Governing Body

Date: _____

No Meeting Scheduled

Review Fee

Fee Attached \$ _____ Fee Under Separate Cover Fee Not Applicable

To Be Completed By Applicant

Development Name: _____
 Applicant Name: _____
 Applicant Address: _____
 Applicant Phone: _____
 Applicant Representative: _____
 Phone/Email (During business hours): _____

Zoning:

Existing District
 Proposed District
 Special Exception Granted Yes No
 Variance Granted Yes No For _____

Plan Information:

Tax Parcel Number _____
 Block and Unit Number _____
 Total Area _____

Type of Review Requested: (Check All Appropriate Boxes)

- Unofficial Sketch Plan (No Fee)
- Subdivision Plan
- Land Development Plan
- Zoning Ordinance or Map Amendment (No Fee)
- Subdivision Amendment (No Fee)
- Curative Amendment (No Fee)
- Other: _____

Type of Plan:

- Tentative (Sketch)
- Preliminary
- Final

Type of Submission:

- New Proposal
- Revision to Prior Proposal
- Phase of Prior Proposal

Land Use(s)	Number of New		Senior Housing		Open Space Acres	Nonresidential New Square Feet
	Lots	Units	Yes	No		
Single-Family						
Townhouses/Twins						
Apartments						
Commercial						
Industrial						
Office						
Institutional						
Other						

Proposed Utilities:

Type		Capacity	
Water	Sewer	Water	Sewer
<input type="checkbox"/> Public	<input type="checkbox"/> Public	Available <input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> On-Site	<input type="checkbox"/> On-Site	Not Available <input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Package	<input type="checkbox"/> Centralized	Unknown <input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Individual		

Additional Information:

SUBDIVISION & LAND DEVELOPMENT PROCEDURE

CHECKLIST

1. Application received by the Public Works Director. Date stamped and filing fee paid.
2. Twenty-one copies of plan are required, unless otherwise specified.
3. Filing Fees: \$1,350.00 + \$50.00 per lot for review by Township.
\$250.00 for review by Planning Commission
4. Distribution:
 - (5) Board of Commissioners
 - (1) County Planning Commission
 - (7) Township Planning Commission
 - (1) Public Works Director
 - (1) Township Engineer
 - (1) Fire Marshal (Land Development Plans only)
 - (1) Sewer Engineer
 - (1) Township Secretary (file copy)
 - (2) SolicitorTOTAL: 20 COPIES

NOTE: It is the responsibility of the developer to submit the Subdivision and/or Land Development Plan to the Montgomery County Conservation District.

5. After comments received from Planning Commissions and Township Engineer, application for Approval placed on agenda.
6. All applications must be acted upon and decision rendered to the applicant no later than ninety (90) days following the date of the regular meeting of the Board of Commissioners next following the date the application is filed. If the regular meeting is more than thirty (30) days following the filing of the application, the ninety-day period begins after the 30th day from the date the plan was filed.
7. If an extension of time is granted by the applicant, it must be in writing.
8. The Public Works Director must notify the applicant of the Board of Commissioners' decision and any conditions upon which the approval was GRANTED within fifteen (15) days following the decision but still within the ninety (90) day period.
9. If application of approval is DENIED, the Public Works Director notifies the applicant, in writing, of the defects in the application and cites the provisions of state law or Township ordinance relied upon.
10. Recording of the final plan must be done within ninety (90) days of final approval.
11. Paper copy and two mylars of the plan are required for recording. Mylars and paper copy are stamped by County Planning Commission. County Planning Commission retains paper copy; then mylars taken to Recorder for Deeds. Recorder of Deeds retains one mylar and one mylar returned to Township, along with the original or copy of receipt showing that all recording fees have been paid.
12. Approvals are effective for two (2) years.

WEST NORRITON TOWNSHIP
1630 WEST MARSHALL STREET
JEFFERSONVILLE, PA 19403

APPLICATION FOR REVIEW OF SUBDIVISION OR LAND DEVELOPMENT

I/We do hereby request the officials of West Norriton Township to review the subdivision or land development herein defined in accordance with Act 247 (as amended), the Municipalities Planning Code and the Subdivision and Land Development Ordinance of West Norriton Township.

DEVELOPMENT NAME _____

APPLICANT'S NAME _____

APPLICANT'S ADDRESS _____

(Street)

(City)

(State)

(Zip Code)

APPLICANT'S PHONE NO. DURING BUSINESS HOURS _____

TYPE OF REVIEW REQUESTED: Subdivision Plan _____ Land Development Plan _____

TYPE OF SUBMISSION: New Proposal _____ Revision to Prior Proposal _____

Does the proposed subdivision or land development meet the requirements of the Zoning District in which it is located? Yes _____ No _____

Additional Comments:

Applicant's Signature

Printed Name of Applicant

(Your interest in the Subdivision or Land Development)

Your Address (Street, City, State, Zip Code)

NOTE: Fees imposed by the Township for review of Subdivision or Land Development Plans are established by resolution.

MONTGOMERY COUNTY PLANNING COMMISSION (MCPC)

Act 247 Fee Schedule

The following fees will apply to each subdivision or land development submitted to the Montgomery County Planning Commission for review:

- Fees will be waived for applications filed under the name of a governmental subunit of the United States or the Commonwealth of Pennsylvania, including school districts and authorities. This exemption does not apply to private, nonprofit organizations with the exception of volunteer fire companies and ambulance squads.
- For a nonresidential subdivision and land development submitted for the same tract at the same time only the larger base fee will be changed.
- Whenever a mixed-use proposal with both residential and nonresidential is submitted, a reduced fee will be applied. This fee is calculated by applying the residential and nonresidential fees, per the Fee Schedule, and then adding all fees and deducting 15 percent.

Residential Subdivisions or Land Developments

These fees apply to all kinds of residential projects for sale, condominium or rental; any structural type; and either as a subdivision or single-tract land development. No fees are charged for open space lots.

Number of Lots or Dwelling Units (<i>greater number applies</i>)	Base Fee + Fee per Lot or Dwelling Unit
1 - 3*	\$120 (flat fee)
4 - 20	\$145 + \$18 per unit
21 - 100	\$360 + \$17 per unit
101+	\$850 + \$16 per unit

* Lot line adjustments with no new development = \$65 flat fee

Nonresidential Land Developments and Conversions

These fees apply to all projects or sections of mixed projects, which are for new construction of nonresidential uses of any kind for sale, rental, lease or condominium in any type of building on a single tract of land. Conversions from residential to nonresidential uses shall also use this schedule, whether the building area is new or existing.

Gross Square Feet of New Building	Base Fee + Fee for Every 1000 Gross Sq. Ft. (<i>rounded to nearest whole dollar</i>)
1 - 3,000 Sq. Ft.	\$175 flat fee
3,001 - 25,000 Sq. Ft.	\$415 + \$22 for every 1000 Sq. Ft.
25,001 - 50,000 Sq. Ft.	\$840 + \$18 for every 1000 Sq. Ft.
50,001 - 100,000 Sq. Ft.	\$1240 + \$16 for every 1000 Sq. Ft.
100,001+ Sq. Ft.	\$2065 + \$12 for every 1000 Sq. Ft.

Nonresidential Subdivisions

These fees apply to applications subdividing and conveying land for nonresidential uses.

Number of Lots	Base Fee + Fee per Lot
1 - 3	\$445 flat fee
4 or more	\$445 + \$70 per lot

Special Reviews

This fee applies to miscellaneous reviews not included in above categories (conditional uses, nonresidential lot line change.)

Base Fee
\$210 flat fee

Resubmissions

These fees apply to each subsequent plan submission after the original submission, if the resubmission is essentially the same plan with only minor revisions.

- Flat fee of \$110.00 for residential subdivisions/land developments. All resubmissions of 3 lots/units or less no fee required.
- Flat fee of \$165.00 for all nonresidential subdivisions/land developments. All resubmissions of 3 lots or 3,000 square feet or less no fee required.

All county fees are to be submitted to the municipality at the time of application; the municipality will forward the fees to MCPC. A check or money order should be made payable to the MONTGOMERY COUNTY TREASURER. Fees are authorized by the Pennsylvania Municipalities Planning Code (Act 247) as amended.