



City of Hazleton

Zoning Department

Application for Zoning Appeal

Enclosed please find one (1) copy of an application for a Zoning Appeal and an Affidavit form to complete.

Please complete all information legibly.

Note the required steps to correctly file a Zoning Appeal:

Appeal Application and Affidavit must be returned with payment of **\$600** for Residential and **\$900** for Commercial and Industrial. **All fees are non-refundable.**

The returned Affidavit must be notarized by a licensed Notary Public.

When attending the meeting you are required to bring the following:

1. The Affidavits and receipt must accompany you at the hearing.
2. Provide a copy of the deed when attending the meeting with Zoning Hearing Board, a drawing of proposed subdivision/alteration or addition is also required when attending.
3. If the applicant does not own the property or is in the process of buying the property and official sales agreement or lease to buy agreement must be presented to the Zoning Hearing Board, a drawing of proposed subdivision/alteration or addition is also required when attending.
4. If you are adding apartments, you must also provide a diagram of the floor plan.
5. If an interpreter is needed, the Applicant is required to bring their own interpreter to assist with requests and questions of the Board.

If the applicant does not own the property or is in the process of buying the property an official sales agreement or lease to buy agreement must be presented to the board. **The owner of the property must attend, and a deed must be presented or file the attached affidavit #2.**

***** Please note scheduled meetings are subject to change*****



City of Hazleton

Zoning Appeal Application

Applicant/Appellant Name _____ Date _____

Address _____

Do you own the property in question? _____ YES _____ NO

If not, give name and address of owner(s) _____

*****Owner must be present at the Zoning Hearing Board Meeting*****

Name of Attorney, if any _____

Interest of appellant/applicant if not owner _____

1. Appeal application relates to: (Check item of items applicable)

Use of property _____	Lot Coverage _____
Building Height _____	Side Yards _____
Front Yards _____	Rear Yards _____
Existing Building _____	Proposed Building _____

2. Location of Real Estate Affected _____

Present Use _____
(Indicate vacant, residence, commercial, etc.)

Zoning District _____ (R-1, R-2, R-3, OS, O, CC, CH, I-1, I-2)

3. Date determination made by Zoning Officer _____

4. Reason applicant/appellant believes board should approve action and whether hardship is claimed, and specific hardships.

(If necessary, continue item #4 on reverse side)

Applicant/Appellant's Signature _____

AFFIDAVIT #1

The undersigned has applied to the Zoning Hearing Board of Adjustment for:

A Hearing will be held on _____

At 6:30 PM in Council Chambers or Auditorium, City Hall, Hazleton, PA. Persons objecting may appear at that time.

I do hereby certify that I will post the within notice on the premises ten (10) days prior to the date of the hearing.

Property Owner Signature
Owner must be present at hearing
Along with copy of deed.

Appellant name – Please Print

Property Address

Tenant Signature (if applicable)

Application Number

Commonwealth of Pennsylvania:

:SS.

County of Luzerne

On this, the _____ day of _____, _____ Before me, a Notary Public, the undersigned officer personally appeared, _____ Known to me (or satisfactorily proven) to be the person(s) whose name(s) is/are subscribed to the within instrument, and acknowledge that he/she/they executed the same for the purpose therein contained.

IN WHITENESS WHERE OF, I have hereunto set my hand and notarial seal.

NOTARY PUBLIC

*****In event owner cannot attend hearing*****

Affidavit #2

The undersigned has applied to the Zoning Hearing Board of Adjustment for:

A Hearing will be held on _____

At 6:30 PM in Council Chambers or Auditorium, City Hall, Hazleton, PA. Persons objecting may appear at that time.

I do hereby certify that I will post the within notice on the premises ten (10) days prior to the date of the hearing.

Property Owner Signature

Property Address

Application Number

Commonwealth of Pennsylvania:

:SS.

County of Luzerne

On this, the _____ day of _____, _____ Before me, a Notary Public, the undersigned officer personally appeared, _____ Known to me (or satisfactorily proven) to be the person(s) whose name(s) is/are subscribed to the within instrument, and acknowledge that he/she/they executed the same for the purpose therein contained.

IN WHITENESS WHERE OF, I have hereunto set my hand and notarial seal.

NOTARY PUBLIC