

Zoning Hearing Board Application Policy

As of October 2, 2013

- 1) A Zoning Hearing Board applicant shall submit 14 sets of the Zoning Hearing Board application and all exhibits to the Schuylkill Township Zoning Administration Officer. All exhibits should be no larger than 11" x 17". (Larger exhibits are welcome at the actual hearing.) Following is breakdown of the sets required.
 - a. 1 – Zoning Hearing Board Solicitor
 - b. 3 – Zoning Hearing Board Members
 - c. 5 – Board of Supervisors
 - d. 1 - Zoning Officer
 - e. 1 - Township Engineer
 - f. 1 - Township Solicitor
 - g. 2 - Township Office/Zoning Administration Officer
- 2) All applications to the Zoning Hearing Board will be reviewed by the Zoning Administration Officer, Zoning Officer, Township Engineer, Township Manager and the Township Solicitor.
- 3) All applications will be placed on the agenda for the next Board of Supervisors' meeting.
- 4) Once an application is reviewed, it may be determined by the Township Manager, Engineer or Solicitor that due to the complicated nature of the Zoning Hearing Board application or specific relief sought, the Zoning Hearing Board applicant should be invited to attend the Board of Supervisors public meeting to further explain the application. Not all applicants will be requested to appear.
- 5) After review of a Zoning Hearing Board application, the Board of Supervisors may determine that they wish to appear and oppose the application at the Zoning Hearing Board hearing.
- 6) Should the application be opposed by the Board of Supervisors, the Township Zoning Officer, Township Engineer and/or the Township Solicitor may be required to appear on behalf of the Board of Supervisors at the scheduled Zoning Hearing Board hearing for the application.