

Township of Upper Moreland

117 Park Avenue

WILLOW GROVE, MONTGOMERY COUNTY, PENNSYLVANIA 19090

Telephone (215) 659-3100 Ext. 1032/1033 / Fax (215) 659-8899

Paul E. Purtell
Director of Code Enforcement



ZONING HEARING REQUIREMENTS

1. Complete application for : Building, Sign or Use Registration Permit
2. Complete application to Zoning Hearing Board and sign Rules & Regulations Sheet.
3. Fees: Single Family Dwelling \$400.
 Two Family Dwelling or Duplex \$500.
 Commercial, Institutional, \$750.
 Industrial or Multiple Dwelling
4. Complete Copy of Deed
5. Plot Plan: **8 Copies, PLOT PLAN - MUST BE TO SCALE.**

If future land development is proposed, sheet size shall be one of the following:
15 x 18, 18 x 30 or 24 x 36, folded.
6. All applications involving new construction, building expansion or change of use must contain:
 1. Elevations and/or construction plans of structure to include front, side and rear.
 2. Floor plan of new area.
8 Copies Floor Plans, etc. if GREATER THAN 11" X 17".
7. If agent, letter of authorization from owner.
8. Property will be posted prior to the Zoning Hearing Board Meeting. It is the responsibility of the applicant to maintain the notice. See notice for details.
9. A fee of \$200. for each residential and \$400. for all non-residential hearings continued or rescheduled by appellant or applicant.
10. **If the application is approved by the Zoning Hearing Board, the applicant must resubmit the building, sign permit or zoning use permit for review to the Code Enforcement Office.**
11. Any property on the UMT Historic Resource Inventory must first receive recommendation from the UMT Historic Commission.