

CODE ENFORCEMENT OFFICE

Whitpain Township
960 Wentz Road
Blue Bell, PA 19422
buildingandzoning@whitpaintownship.org

Phone: (610) 277-2400
Fax: (610) 277-2209
Office Hours: Mon-Fri 1-2pm
or By Appointment

BOARD OF APPEALS APPLICATION

**Under the Pennsylvania Construction Code Act, Act 45 of 1999 (“Act”),
Chapter 403, *Administration*, of the Uniform Construction Code
Rules and Regulations (“Regulations”),
and the Whitpain Township Building Code (“Code”)**

1. Applicant Name: _____

2. Address: _____

3. Phone #: _____

4. E-mail Address: _____

5. Location of Property:

6. Description of Existing Improvements on the Property:

7. Description of Proposed Improvements on the Property:

8. If this is an appeal from a decision of the building code official seeking relief from the terms of the Act, Regulations and/or Code, state the specific sections of the Act, Regulations and/or Code as to which the relief is being sought:

9. If this is a request for a variance from the terms of the Act, Regulations and/or Code, state the specific sections of the Act, Regulations and/or Code as to which the relief is being sought:

10. If this is a request for an extension of time under the Act, Regulations and/or Code, for compliance with the terms of the Act, Regulations and/or Code or from enforcement of the terms of the Act, Regulations and/or Code, state the specific sections of the Act, Regulations and/or Code as to which the relief is being sought:

11. Indicate whether the basis for the appeal is:

That the true intent of the Act, Regulations and/or Code has been incorrectly interpreted.

Describe in detail the basis for the relief requested on separate sheet.

That the provisions of the Act, Regulations and/or Code do not fully apply.

Describe in detail the basis for the relief requested on separate sheet.

An equivalent form of construction is to be used.

Describe in detail the basis for the relief requested on separate sheet.

12. The owner or owner's agent does/does not request a hearing. (Circle One)

13. The owner or owner's agent agrees to pay the cost of a stenographic transcript of the proceedings.

Yes No

14. The following attorney/architect/engineer shall represent the owner or owner's agent in this appeal:

Attorney

Architect

Engineer

Name: _____

Address: _____

Phone #: _____

E-mail Address: _____

Signature: Owner or Owner's Agent

AN ADDITIONAL FEE OF \$250 SHALL BE CHARGED FOR ANY CONTINUANCE REQUESTED BY THE APPLICANT. THIS FEE SHALL BE PAID PRIOR TO THE RESCHEDULING OF THE HEARING.

PLEASE NOTE THE FOLLOWING:

1. Filing Fee: \$475.00.
2. The filing deadline is the first Wednesday of the month in order to be scheduled for the third Wednesday of the same month. After the filing deadline and legal advertisement of the hearing, every effort will be made to have the application heard on the hearing date. However, if this is not possible, the hearing may have to be scheduled at an alternate date and time.
3. There is no law which requires the Applicant to be represented by counsel in the preparation of the application, but it is the Applicant's responsibility to be familiar with all relevant portions of the Board of Appeals Ordinance and to be prepared to demonstrate the provisions under which he is proceeding and the legal basis for this requested relief. Therefore, it is recommended that Applicant consult counsel prior to filing of an application to determine any need for counsel to represent Applicant. If counsel is retained, the name, address, phone number, and e-mail address should be listed on the application.
4. All Applicants must sign their name as it appears in the application. If John and Jane Doe apply then John Doe and Jane Doe must each sign the application. Also, indicate the title of the signer(s), owner, agents for owner, president, attorney, etc.
5. Provide your original application and accompanying documents as well as fifteen (15) copies of only your accompanying documents and two (2) photos of your property. If you do not provide these copies, they will be made for you and we will charge for copies and labor.
6. Code Enforcement Officer's Hours: Monday thru Friday, 1:00 p.m. to 2:00 p.m. or by appointment.
7. Code Enforcement Officer - Michael E. McAndrew