



Borough of Pottstown

Borough Hall, 100 East High Street
Pottstown, Pennsylvania 19464-9525

ZONING CONDITIONAL USE APPLICATION

Request approval for **Conditional Use** of the below location in the
_____ Zoning District for:
_____ Use, under

Chapter 27 Article 3 Section _____.

Conditional Use: Chapter 27 Article 4 Section _____.

Property Address: _____

Property Owner: _____ Phone: _____

Address: _____

Email Address: _____

Applicant Name: _____ Phone: _____

Address: _____

Email Address: _____

Name of
Business: _____

Is the property in Historic District: YES NO

Is the property: Owner occupied or Rental property

Property is: Single family detached; Single family attached;
Multi-unit residential _____ # of Units;
Single unit commercial; Multi-unit commercial _____ # of Units;
Mixed Use _____ # of Residential/ _____ # of Commercial Units

Describe Requested Use

A tentative sketch plan **is required** with application. Attached?

NO YES _____ # of pages

I certify that I am authorized to make this application; and to the best of my knowledge and belief, all the information on this form and its attachments is true and correct.

Applicant Signature: _____ **Date:** _____

Printed Name: _____

Property Owner Signature: _____ **Date:** _____

Printed Name: _____

Borough's Use Only:

Copy to Borough Council (date): _____ Fee Paid

Copy of application to Borough Planning Commission
Comments received: _____

_____ Date: _____

Copy of application to Montgomery County Planning Commission
Comments

received: _____

_____ Date: _____

Hearing location, Time & Date: _____

Notice to owners of property within 300 feet of lot in question:

Date: _____ By: _____

Posting Notice on affected tract of land:

Date: _____ By: _____

CONDITIONAL USE APPLICATIONS

FEE: \$600.00

**PLEASE MAKE CHECK PAYABLE TO:
BOROUGH OF POTTSTOWN**

SUBMITTAL REQUIREMENTS:

**A total of Three (3) paper packets and One Digital
Each consisting of the following:**

- 1) An application**
- 2) A sketch plan**
- 3) A Copy of the deed**
- 4) A Traffic and Parking Study**

Please note:

Only completed applications will be accepted