



P.O. Box 1, Pocopson PA 19366
Office: 610.793.2151 Fax: 610.793.1944
www.pocopson.org

Application for Written Zoning Opinion Letter by Zoning Officer

What is a Zoning Opinion Letter? A Zoning Opinion Letter provides information regarding the zoning and land use of a property in Pocopson Township. It may provide information on allowed uses, development standards, and regulations applicable to a specific parcel. In accordance with the Township fee schedule, the fee for the Written Zoning Opinion Letter is \$150.00, payable upon submission with this Application.

Requirements: Applicant must submit an engineered sketch plan showing property lines and all existing development improvements. Include a list of specific questions and zoning issues you would like to be addressed in the letter. Plans larger than 11"x17" must be submitted in both hard copy and electronic formats.

Note: Please send the completed application, site plan, and the application fee to Pocopson Township, P.O. Box 1, Pocopson, PA 19366. Applications and required documents may be hand delivered to the Pocopson Township Administration Office, 664 S Wawaset Road, West Chester, PA 19382. Electronic submissions may be sent to nvaughn@pocopson.org.

The fee may be paid by check payable to Pocopson Township, in cash (exact change only), or by credit card via the Municipipay link on our website at https://payments.municipipay.com/pa_pocopson.

Pocopson Township Public Office Hours are 9:00 a.m. to 12:00 noon, Monday-Friday.

FOR INTAKE, STAFF USE ONLY

DATE RECEIVED: _____ RECEIVED BY: _____

PAYMENT RECEIVED: _____

Application for Written Zoning Opinion Letter by Zoning Officer

Subject Property Address of Record: _____

Tax Parcel # 63 - _____ - _____

Location of Property (cross streets, nearest intersection, etc.):

Existing Land Use and Conditions (describe existing uses and structures; example: single-family dwelling, barn, vacant lot, etc.)

Attach in a separate document a list of specific questions and zoning issues you would like to be addressed in the zoning opinion letter.

CONTACT INFORMATION:

Name: _____

Mailing Address: _____

Email: _____ **Phone:** _____