



SUPERVISORS HEARING APPLICATION

REQUIRED DOCUMENTS:

The following are required for your submission to be deemed complete.

_____ **Application.** Must be complete and legible, including the name and address of the applicant and the property owner. If the applicant is the equitable owner of the property, an Agreement of Sale or Lease must accompany the application. **The property owner MUST sign the application.**

_____ **Narrative.** A reasonably accurate description of the present improvements and the proposed additions shall accompany the application, indicating the size of such proposed improvements, materials, and general construction information.

_____ **Plans. 4 copies of plans must be submitted with applications.** Plans shall be drawn to scale and include a ZONING TABLE with sufficient information to display the area and bulk, setback requirements, and design standards. Adjacent uses and structures shall be displayed on the plan. **Plans shall be prepared by a registered engineer or registered land surveyor, indicating the size of the lot as well as existing and proposed improvements.**

_____ **Attachments. 4 copies** of attachments and explanatory materials including photographs. Where certificates of compliance from other agencies are required, such as FEMA in flood plain relief applications, the same shall accompany the application.

_____ **Application Fee** (see fee schedule below). Check must be made out to "Kennett Township"

_____ **All materials sent digitally to permits@kennett.pa.us**

Current Fee Schedule:

BOARD OF SUPERVISORS HEARINGS:

Conditional Use Applications

Filing Fee and Initial Hearing	\$ 3,500.00
Each additional Hearing – first hour	\$ 500.00
Plus each additional hour or portion thereof	\$ 250.00
Curative Amendment	\$ 3,500.00
Map Change	\$ 2,000.00
Text Amendment	\$ 1,000.00
Plus reimbursement of consultants' and engineers' fees, which are reimbursable at cost	

If you have any questions about the submittal process or the requirements, please contact us.

