



**ROSS TOWNSHIP**  
**1000 Ross Municipal Drive**  
**Pittsburgh, PA 15237**  
**Phone: (412) 931-7055 Fax: (412) 931-3508**

**APPEALS BOARD / FIRE APPEALS BOARD APPLICATION**

**PROPERTY INFORMATION**

Property Address: \_\_\_\_\_ Zoning District: \_\_\_\_\_ Ward: \_\_\_\_\_  
 Owner's Name: \_\_\_\_\_ Parcel #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Fax: \_\_\_\_\_

**APPLICANT INFORMATION**

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Fax: \_\_\_\_\_  
 What is the applicant's interest in this application?  Owner  Agent  Lessee  Other \_\_\_\_\_

\_\_\_\_\_  
**Date of Application**

\_\_\_\_\_  
**Signature of Applicant**

**VARIANCE / INTERPRETATION INFORMATION**

The owner/applicant requests that a determination be made by the Ross Township Appeals Board or Fire Appeals Board on the following appeal, which was denied by the Ross Township Building Code Official and/or the Ross Township Fire Marshal on \_\_\_\_\_, 20\_\_\_\_\_.

An interpretation  A Variance to the Ross Township Code of Ordinances, Chapter 5 - Code Enforcement, Part \_\_\_\_\_, Section \_\_\_\_\_, Subsection \_\_\_\_\_, Chapter \_\_\_\_\_, Section \_\_\_\_\_ Subsection \_\_\_\_\_, letter/number \_\_\_\_\_ for the following reason(s):

- It is an appeal for the interpretation of the relevant code.
- It is a request for a variance relating to (state the variance briefly):

The description of the property in this application is as follows:

Present improvement on lot: \_\_\_\_\_ Lot size: \_\_\_\_\_ sq ft  
 Current or former use: \_\_\_\_\_  
 Proposed use: \_\_\_\_\_

I / we believe that the Appeals Board or Fire Appeals Board should approve this request because: (Include the grounds for the appeal or reasons with respect to the law and fact for granting the appeal or variance, and/or if hardship is claimed, state the specific hardship): \_\_\_\_\_

Has any previous application or appeal been files in connection with these premises?  No  Yes - please list dates and results: \_\_\_\_\_

What is the applicant's interest in the premises affected:  Owner  Agent  Lessee  Other \_\_\_\_\_

**STATEMENT OF TRUTH (For all applications)**

COMMONWEALTH OF PENNSYLVANIA COUNTY OF ALLEGHENY

Deponent, being duly sworn, says they are the:

Owner of record of the property for which this application is made, and that all the statements and data furnished with this application are true and correct. I am also aware that independent engineering review fees are my responsibility and an escrow fee will be collected at the time of application and may have to be replenished if all funds are exhausted.

Authorized agent for the owner of record of the property for which this application is made and as such has express authority to bind such owner to all terms and conditions set forth by Ross Township pursuant to this application, and that all statements and data furnished with this application are true and correct. I am also aware that independent engineering review fees are my responsibility and an escrow account fee will be collected at time of application and may have to be replenished if all funds are exhausted.

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
 Notary Public

\_\_\_\_\_  
 Applicant Signature

\_\_\_\_\_  
 Applicant Printed Name

**ABUTTING PROPERTY OWNERS**

The following are the names and addresses of owners of property who directly abut and/or are across the right-of-way of the property involved in this appeal. All information should be obtained from the latest assessment information from the Allegheny County Real Estate Division or their web site. (<http://www2.county.allegheny.pa.us/RealEstate/Default.aspx>)

NAME	ADDRESS

**DIRECTIONS FOR FILING**

**Seven (7) collated sets** of this application and all other pertinent information (survey, site plan, drawings, photographs, etc) are required to be submitted to the Community Development Department with this application. Any information left blank on this application will result in your application being denied and returned to the applicant. If more space is required, attach a separate sheet to each copy of this application and make specific reference to the question being answered. Please note that the fee must be paid with your application. Since the Appeals Board or Fire Appeals Board does not have monthly meetings, you will be informed in writing with the date of your hearing.

**FILING FEES**

**\$500.00 for each application. Please note that this is an application fee only and additional fees may be required as permitted under the Pennsylvania Uniform Construction Code.**

**DO NOT WRITE BELOW THIS LINE - TOWNSHIP USE ONLY**

Fee: **\$500.00**

Application accepted: \_\_\_\_\_ Date: \_\_\_\_\_  
 Ross Township Building Code Official

Appeals Board #		Invoice #:	
Fire Appeals Board #:			
Public Hearing Date:		Check #(s):	
Date Hearing Advertized:			
Date agenda mailed to abutting property owners:		Date property posted:	