

Tulpehocken Township
22 Rehrersburg Road, PO Box 272
Rehrersburg, Berks County, PA 19550

APPLICATION REQUESTING A HEARING BEFORE THE UCC APPEALS BOARD

Applicant, Owner and Property Information

1. Name, Address and Telephone Number of Property Owner of Record
Name: _____
Address: _____
Phone # _____ Email _____

2. Name, Address and Telephone Number of Applicant (if other than Property Owner) and relationship of Applicant to the property in question (i.e. equitable owner, agent of owner, lessee, etc.)
Name: _____
Address: _____
Phone # _____ Relationship _____

3. Property Address: _____

Reason for Appeal

4. I/We request an appeal of the Building Code Official's decision dated _____.
I/We have attached a copy of the Building Code Official's decision.

The basis of my/our appeal is:

- ___ The true intent of the PCCA or the UCC was incorrectly interpreted.
- ___ The provisions of the PCCA or UCC do not fully apply.
- ___ An equivalent form of construction is to be used.

Detail the grounds for appealing this decision. Include supporting documentation if applicable:

5. ___ I/We request a variance(s).

Provide all the following information for each variance requested:

- Specific code and section(s) of the code.
- Reasons for the requested variance(s)
- Indicate on your plans what portions of the building or structure will be affected by the variance request(s)

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6. _____ I/We request an extension of time.

Detail the reason for this request and specify the length of extension of time requested:

ICC Code for which Appeal is Requested:

(List applicable code section(s) behind code and attach a copy of the text of the code)

_____ International Building Code _____
_____ International Residential Code _____
_____ International Existing Building Code _____
_____ International Fire Code _____
_____ International Mechanical Code _____
_____ International Plumbing Code _____
_____ International Fuel Gas Code _____
_____ International Emergency Conservation Code _____
_____ International Urban-Wildland Interface Code _____
_____ International Electrical Code _____
_____ Uniform Construction Code Amendment _____

VERIFICATION STATEMENT (must be completed by the applicant)

I _____, hereby apply for a hearing before the UCC Appeals Board and by affixing my signature below do hereby certify that I have, and can demonstrate for the UCC Appeals Board, the legal authority to be a bona-fide applicant before the Board. I further verify that all the information contained in this application, including statements, representations, and other entries, is true and correct to the best of my knowledge, information, and belief. This verification, willingly made, is subject to the penalties of 18 PA.C.S. § 4904, relating to unsworn falsification to authorities, and § 4911, relating to tampering with official records.

_____ Date _____ Signature of Applicant

-----Office Use Only-----

Date Submitted: _____ **Appeal Number:** _____

Fee Amount: _____

Received By: _____

Instruction Sheet for Application of Appeal

Uniform Construction Code Tulpehocken Township Board of Appeals

All Pennsylvania Uniform Construction Code appeals must be submitted to Tulpehocken Township with the attached forms completed. Forms improperly completed will be returned to the applicant. Please consult your local Building Code Official for the code(s) and version(s) that are applicable to appeal.

Complete the attached forms as follows:

1. Complete all pages of the application. Be sure to sign the verification on page 2.
2. Select the reason(s) for appeal.
3. Attach one set of drawings, including floor plans, to the application. Provide other supporting documentation as applicable. Use separate sheets if necessary.
4. Select the appropriate ICC Code for which the appeal is requested. Attach a copy of the municipality's written denial, if applicable, and a copy of the code section for which relief is being requested. Check the appropriate ICC Code and provide the code section number on the space provided.
5. Provide eight (8) **additional** copies of the application and attachments, including drawings and other documentation.
6. The hearing format provides for testimony from witnesses and/or counsel as deemed required by the applicant. All people who present information will be testifying under oath during the proceedings. The Appeals Board will have legal counsel present and a stenographer at the Hearing.
7. The filing fee for the application and hearing is **\$1,000.00. Payment of the filing fee is due at time of filing of application. Checks shall be made payable to Tulpehocken Township.** Any additional administrative expenses shall be paid for by the applicant, at the conclusion of the hearing. These costs are non-refundable regardless of the outcome of said proceedings.

<p>PLEASE NOTE: ALL OF THE REQUESTED INFORMATION MUST BE SUPPLIED BY THE APPLICANT. ANY APPLICATIONS WHICH ARE DEEMED TO BE INCOMPLETE BY TULPEHOCKEN TOWNSHIP WILL BE REJECTED. NO HEARINGS WILL BE SCHEDULED UNLESS AND UNTIL THE TOWNSHIP RECEIVES A COMPLETE APPLICATION.</p>
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