



## **Application for Appeal**

### **Uniform Construction Code Board of Appeals**

1840 Municipal Drive, Lancaster, PA 17601 (717) 569-6406, ext. 6

[CodeCompliance@ManheimTownship.org](mailto:CodeCompliance@ManheimTownship.org)

Filing Date: \_\_\_\_\_ Permit No. / Rental Housing License # \_\_\_\_\_

\_\_\_\_\_  
(Property Address)

**Appellant (Owner of Record or Owner's Agent Name)**

\_\_\_\_\_  
Address \_\_\_\_\_

Phone No. \_\_\_\_\_ Cell No. \_\_\_\_\_

**Owner of Record (if different from the Appellant)**

\_\_\_\_\_  
Address \_\_\_\_\_

Phone No. \_\_\_\_\_ Cell No. \_\_\_\_\_

- Nature of Appeal – PA Uniform Construction Code/Building Code**  
Complete Section A.1
- Nature of Appeal – Ordinance 2021-16 Property Maintenance and Rental Housing**  
Complete Section A.2

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**Instructions:** Please complete all applicable sections. Submit six (6) copies of any additional technical information such as plans, specifications and pictures for review by the Board. Return the application, additional information, and the applicable fee, to the Building Code Official (BCO), at the above listed address, no later than seven (7) business days before the scheduled meeting date of the Board.

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## **Section A.1 Nature of Appeal – PA Uniform Construction Code (34 PA Code § 403.121.)**

Please check the appropriate box or boxes:

**(1) Building Code Official's Decision**

Appellant hereby appeals the decision of the Director of Code Compliance (Building Code Official) regarding the provisions of Section(s) \_\_\_\_\_ of the Uniform Construction Code as adopted by Manheim Township Ordinance No. 2019-1 as amended, and/or Ordinance \_\_\_\_\_ as it pertains to the property.

Appeal of Building Code Official's Decision (35 P.S. § 501. (c)(2))

Check the appropriate box or boxes for the Board or Appeals to consider:

- The true intent of the code or the rules legally adopted there under was incorrectly interpreted; or
- The provisions of the code do not fully apply;
- An equivalent form of construction is to be used.

The factual basis upon which the Director of Code Compliance (Building Code Official) has erred: Attach additional documents and photographs if necessary.

**(2) Variance of UCC: Code and Section:** \_\_\_\_\_

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**(3) Request for Extension of Time.**

The factual basis upon which the owner or owner's agent requests a variance or extension of time.

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## **Section A.2 Nature of Appeal – Ordinance 2021-16 Property Maintenance and Rental Housing Code of Manheim Township, Section 111**

Please check the appropriate box or boxes:

**(1) Building Code Official's Decision**

Appellant hereby appeals the decision of the Director of Code Compliance (Building Code Official) regarding the provisions of Section(s) \_\_\_\_\_ of the Property Maintenance and Rental Housing Code of Manheim Township, Ordinance No. 2021-16 as it pertains to the property.

## Appeal of Building Code Official's Decision

Check the appropriate box or boxes for the Board or Appeals to consider:

- The true intent of the code or the rules legally adopted there under was incorrectly interpreted; or
- The provisions of the code do not fully apply;

The factual basis upon which the Director of Code Compliance (Building Code Official) has erred:  
Attach additional documents and photographs if necessary.

**□ (2) Variance of Ordinance 2021-16: Section:**

## **Section B**

Please check one of the following boxes:

- Board Hearing Appeal Fee - \$350.00:** The owner or owner's agent requests a public hearing with the Board of Appeals. Testimony will be transcribed by a court reporter.
- Board Review without Hearing Fee - \$100.00:** The owner or owner's agent submits this application to the Board of Appeals for review of documents without a public hearing. The application shall include the submittal of substantiating documents and a written brief to the Board for independent review and issuance of a written decision.

## **Section C**

Owner or owner's agent attests that the information presented herein is correct.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_

Telephone No. \_\_\_\_\_

Address \_\_\_\_\_

Facsimile No. \_\_\_\_\_

Email: \_\_\_\_\_

## **Section D**

Owner or owner's agent will be represented by legal counsel:  Yes  No

Name of legal counsel: \_\_\_\_\_

Address \_\_\_\_\_

Telephone No. \_\_\_\_\_ Cell No. \_\_\_\_\_

Email address \_\_\_\_\_

## **FOR BOARD OF APPEAL ADMINISTRATIVE USE**

Date appeal received: \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Received by: \_\_\_\_\_ Amount Paid: \_\_\_\_\_ Check No.: \_\_\_\_\_

Comments: \_\_\_\_\_