

Philadelphia Zoning Board of Adjustment Application for Appeal Against L&I



AVOID DELAYS! Please read and follow these instructions.

Applications submitted with blank fields will be rejected. If you think a section does not apply to your appeal, write "N/A."

Complete applications are public records. They will be available for public viewing and are subject to Right-To-Know public records requests.

At the hearing, business entities (except for partnerships), trusts, religious organizations, and nonprofit organizations **MUST** be represented by an attorney licensed to practice in Pennsylvania.

Submit your complete application in one of two ways:

- In person. Make an appointment at www.phila.gov/zba.
- By postal mail addressed to: Philadelphia Zoning Board of Adjustment
1515 Arch Street, Room 18-004
Philadelphia, PA 19002

Section 1. Property Information

Enter the address of the property identified in the permit or decision being appealed.

Appeal Address: _____

Section 2. Appellant Information

Name: _____

Business: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Relationship: ☐ Permit Holder ☐ Attorney for Permit Holder
☐ Owner of Subject Property ☐ Attorney for Owner of Subject Property
☐ Other Party

If you selected "Other Party," state how the permit or decision affects you and provide a copy of this application to the owner or permit holder.

Section 3. Accessibility

*The ZBA provides interpreters and makes reasonable accommodations at no charge to the appellant. Only ZBA-provided interpreters may be used at your appeal. **Please do not bring your own interpreter.***

Interpreter: ☐ Please provide a free language interpreter at the hearing

Language: _____

ADA Accommodation: ☐ Please contact me to discuss ADA accommodations at the hearing.

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Section 4. Appeal Type (Choose One)

☐ I am appealing the issuance of a permit.

Permit Number:

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☐ I am appealing a final decision of L&I other than the issuance of a permit.

L&I Decision:

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Please attach any document(s) issued by L&I reflecting the decision.

Section 5. Reasons for Appeal

In the box below, state specifically how the Department's decision is inconsistent with the requirements of the Philadelphia Zoning Code. Please detail your reasons and identify Code sections whenever possible. If necessary, attach supplemental pages to support your appeal.

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Section 6. Acknowledgement Statement & Signature

I hereby certify that the statements contained herein are true and correct to the best of my knowledge and belief. I understand that if I knowingly make any false statements herein, I am subject to possible revocation of any licenses or permits issued as a result of my false application, and such other penalties as may be prescribed by law. I further acknowledge that, prior to my hearing, I am responsible for submitting exhibit documents at least five days in advance of the hearing, as required by Section 5.2.3 of the [Regulations of the Zoning Board of Adjustment](#).

Applicant's Signature:

Date:
