



**WHITEHALL TOWNSHIP  
CURBING/SIDEWALK  
DEFERRAL REQUEST**

***MEMORANDUM***

**TO: ALL APPLICANTS REQUESTING CURBING  
AND/OR SIDEWALK DEFERRALS**

---

Whitehall Township Codified Ordinances authorizes the Board of Commissioners to consider requests for “variances” or “deferrals” from property owners regarding the required installation of curbing and/or sidewalks. The Board may grant such relief where they have determined that:

1. The character of the neighborhood is such that the installation of sidewalks would not service *any* public purpose: or
2. Where unique physical circumstances make the installation of sidewalks an undue hardship, and the absence of this installation would not materially affect the public safety and convenience.
3. Where the property abuts a State, Federal or local roadway and said installation would adversely affect the drainage patterns or facilities presently in existence.

In granting a deferral, the Board may attach such reasonable conditions and safeguards as it deems necessary to protect the public safety and convenience, including the requirement that a bond be posted where appropriate. No deferrals will be granted for modifications required under the Federal Fair Housing or Americans With Disabilities Acts.

To assure that the Board has all the information necessary to consider your request, you must address the above issue(s), and complete the attached deferral request in its entirety, and provide any and all such information which would be helpful to the Board in making such a decision.

**PLEASE NOTE!**

Once received by the Township, an Ordinance will be prepared, and placed on the next available Board of Commissioners meeting agenda for consideration. **You, or an**

**authorized representative, must attend these meetings to present your request.**

The Board meets the second Monday of every month, with a workshop session being held on the first Monday. Both of these meetings begin at 7:00 p.m., and are held in the public meeting room of the Whitehall Township Municipal Building. If you wish to secure a copy of the agenda for the meeting, you can visit the Township’s website at [www.whitehalltownship.org](http://www.whitehalltownship.org) in Board of Commissioners tab or by contacting the Executive Secretary at 610-437-5524 x149.

**NO ADDITIONAL NOTICE IS SENT FOR YOU TO BE ON THE AGENDA, SO YOU WILL NEED TO MONITOR THE AGENDA TO SEE IF YOUR REQUEST IS ON SAME.**

Remember, this is your request, and therefore it is important that you provide as much input as possible to help the Board in making their decision.

PAID \_\_\_\_\_

Submission Deadline within 180 days of Twp Advance Notice

Date Recv'd _____
Plan Attached _____
Meeting Date _____

# WHITEHALL TOWNSHIP CURBING/SIDEWALK DEFERRAL REQUEST

The fee charged is to defray the Twp Legal & Ad costs for preparing the necessary Twp Ordinance to consider a deferral.
---

**In order that your request be given proper consideration please complete this form and answer ALL QUESTIONS to the best of your ability.**

**A plan of the property must be attached indicating the street/s Along which the relief is being requested.**

**This plan should include linear fee of curbing and/or sidewalks being requested to be waived.**

I/We, the property owner(s) of the property located at:

\_\_\_\_\_

(Site Location)

Do hereby request the deferral of the required installation of:

\_\_\_\_\_ Curbing      \_\_\_\_\_ Sidewalks

\_\_\_\_\_ Both curbing/sidewalks

For a distance of approximately \_\_\_\_\_ feet along the

\_\_\_\_\_ street frontage.  
(name of street)

The reason for this deferral request is: (attach additional sheets if necessary, and site plan)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signed \_\_\_\_\_  
(Property Owner)

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_