



On the Banks of the Allegheny

CITY OF WARREN  
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## CITY OF WARREN, PENNSYLVANIA GUIDE FOR SPECIAL EXCEPTION REQUEST

Request for special exception to the Zoning Ordinance of the City of Warren, Pennsylvania, should be directed to the Zoning Hearing Board through the Office of Zoning Administration.

Normal procedure will require about 45 – 60 days for review and necessary public hearings.

The attached forms are provided to aid applicants in preparing their requests.

The special exception request must include the following:

- The proper legal description of the property being considered for special exception.
- A \$400.00 fee must accompany the special exception request.  
***\*Amount of required deposit to be submitted with the application. Applicant will be charged actual costs for hearing advertisement, stenographer fees, and any ancillary costs. Any charges in excess of \$400 will be billed to the applicant. If the deposit amount exceeds actual costs, the excess amount will be refunded within thirty (30) days of the hearing.***
- A copy of the County Assessment map showing the subject property and all streets, lots, and parcels of land within 200 feet.

Attachments: Application Form  
Special Exception Case Form