

# BEDFORD TOWNSHIP SUPERVISORS

P.O. Box # 148  
Bedford, Pennsylvania 15522  
Phone & Fax (814) 623-8296  
[bedfordtwppagov.com](http://bedfordtwppagov.com)

TTY 1-800-654-5984

**SUPERVISORS**  
**GREGORY L. CRIST**  
**THOMAS E. REPPERT**  
**RICK P. FETTER**

**JANIE L. MCMILLEN**  
Secretary/Treasurer  
**DORINE M. SMITH**  
Assistant Secretary

## VARIANCE REQUEST INFORMATION LIST

### Commercial

Commercial Setbacks: 50 ft. from Roadway – 25 ft. side and Rear Setback

#### VARIANCE REQUIREMENTS ARE AS LISTED

1. A Drawing of existing with proposed and the measurement from the proposed structure to the property lines.
2. If the measurement shows you are within the 25 foot setback of the adjoining property owners, you will need the following:
  - A. The drawing along with a brief description of the amount of encroachment to the adjoining property owner or owners, for which you will need the variance from, and the exact footage for the amount of the variance you are requesting.
  - B. Also on the drawing with the description you will need notarized signatures of all adjoining property owners that will be affected by your variance request, this includes all signatures that appear on each of the property owner's deeds.
  - C. This request must then be placed on the agenda of a Bedford Township Supervisor's meeting for discussion and approval.
  - D. If approval is obtained, a letter will then follow from the Bedford Township Supervisor's Office stating such approval.

Each property owner involved will need to record a copy of the approved variance, and reference their deed number. You will need to keep a recorded copy with your deed.

This will become a legal portion of your deed.

- E. You will then need to apply for a permit thru the same Township office, for the above referenced project.

VARIANCE REQUEST

A DESCRIPTION OF WHATS BEING PROPOSED, THE PROPERTY OWNERS NAMES AND ADDRESSES INVOLVED, THE ENCROACHMENT AMOUNT ON THE SETBACK YOU ARE REQUESTING A VARIANCE FOR; AND NOTARIZED SIGNATURES THAT ARE ON ALL DEEDS.

Four horizontal lines for providing a description of the proposed variance.

ATTACH DRAWING to SEPARATE PAGE

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

NOTARY

COMMONWEALTH OF PENNSYLVANIA : SS
COUNTY OF BEDFORD :

On this, the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned officer, personally appeared \_\_\_\_\_ of \_\_\_\_\_, known to me( or satisfactorily proven) to be the person (s) whose name is subscribed to the within instrument, and acknowledged that he executed the same for the purpose therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

\_\_\_\_\_  
NOTARY PUBLIC

NOTARY

COMMONWEALTH OF PENNSYLVANIA : SS
COUNTY OF BEDFORD :

On this, the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned officer, personally appeared \_\_\_\_\_ of \_\_\_\_\_, known to me( or satisfactorily proven) to be the person (s) whose name is subscribed to the within instrument, and acknowledged that he executed the same for the purpose therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

\_\_\_\_\_  
NOTARY PUBLIC

Bedford County Recorder of Deeds

Recorder \_\_\_\_\_ Date \_\_\_\_\_
Deed Book \_\_\_\_\_ Page \_\_\_\_\_

**NOTARY**

COMMONWEALTH OF PENNSYLVANIA :  
COUNTY OF BEDFORD : SS

On this, the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned officer, personally appeared \_\_\_\_\_ of \_\_\_\_\_, known to me (or satisfactorily proven) to be the person (s) whose name is subscribed to the within instrument, and acknowledged that he executed the same for the purpose therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

\_\_\_\_\_  
NOTARY PUBLIC

**NOTARY**

COMMONWEALTH OF PENNSYLVANIA :  
COUNTY OF BEDFORD : SS

On this, the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned officer, personally appeared \_\_\_\_\_ of \_\_\_\_\_, known to me (or satisfactorily proven) to be the person (s) whose name is subscribed to the within instrument, and acknowledged that he executed the same for the purpose therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

\_\_\_\_\_  
NOTARY PUBLIC

**NOTARY**

COMMONWEALTH OF PENNSYLVANIA :  
COUNTY OF BEDFORD : SS

On this, the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned officer, personally appeared \_\_\_\_\_ of \_\_\_\_\_, known to me (or satisfactorily proven) to be the person (s) whose name is subscribed to the within instrument, and acknowledged that he executed the same for the purpose therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

\_\_\_\_\_  
NOTARY PUBLIC

**NOTARY**

COMMONWEALTH OF PENNSYLVANIA :  
COUNTY OF BEDFORD : SS

On this, the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned officer, personally appeared \_\_\_\_\_ of \_\_\_\_\_, known to me (or satisfactorily proven) to be the person (s) whose name is subscribed to the within instrument, and acknowledged that he executed the same for the purpose therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

\_\_\_\_\_  
NOTARY PUBLIC