

## **LEGAL NOTICE**

**NOTICE IS HEREBY GIVEN** that the Burgess and Town Council of the Borough of Pottstown will hold a conditional use hearing on the Application of James C. Martin, 613 E. Howard Street, Pottstown, PA 19464, d/b/a A1 Tax Services, LLC, on Wednesday, October 6, 2021, at 6:30 p.m., in the Council Meeting Room, Pottstown Borough Hall, 100 E. High Street, Pottstown, Montgomery County, Pennsylvania. In addition to allowing the public to attend in person, due to the COVID-19 pandemic, specific instructions for public viewing, participating and providing comment can be found at the Borough website at [www.pottstown.org](http://www.pottstown.org).

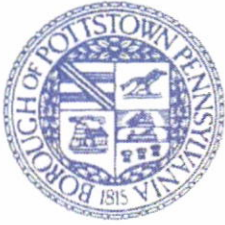
The Applicant is the equitable owner/tenant of property owned by Potts Properties, LLC located at 543-545 E. High Street, Pottstown, Montgomery County, Pennsylvania (hereinafter referred to as "Subject Property"). The Subject Property consists of a single commercial unit and is located in a Traditional Town Neighborhood Zoning District. The Applicant is requesting permission to use the Subject Property as a tax office to prepare tax returns for filing with Federal, State, and local agencies. The proposed office use is permitted as a conditional use pursuant to § 319.5 of the Pottstown Borough Zoning Ordinance, subject to satisfying the criteria set forth in § 402.4 of the Pottstown Borough Zoning Ordinance.

At the time of the hearing, any affected person or party interested will be given full opportunity to be heard. Any person may be represented by counsel at the hearing.

**THE BURGESS AND TOWN COUNCIL  
OF THE BOROUGH OF POTTSTOWN**

Justin Keller, Manager

Charles D. Garner, Jr., Esquire  
Wolf, Baldwin & Associates, P.C.  
Solicitor



# Borough of Pottstown

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RECEIVED SEP 01 2021 Borough Hall, 100 East High Street  
Pottstown, Pennsylvania 19464-9525

RECEIVED AUG 31 2021

## ZONING CONDITIONAL USE APPLICATION

543-545

This application must be completed in its entirety.

Property Address: 543 E. High Street, Pottstown, Pa. 19464

Parcel Number 16-00-15036-005 Zoning District 4100

Total Square Footage of Lot 1275

Property Owner: Potts Properties LLC Phone: 6106086016

Address: 311 Cambridge Dr., Royersford, Pa. 19468

Email Address: timothypalladino@hotmail.com

Applicant Name: James C. Martin Phone: 6105850813

Address: 613 E. Howard Street, Stowe, Pa. 19464

Email Address: jayclyde3@gmail.com

Name of Business (if applicable): A1 Tax Services LLC

1. **Conditional Use Code Section:** Enter sections as related to this application.

Chapter 27; Part 3 Section 319.5,

Chapter 27: Part 4 Section 402.4, Appendix A4

2. **Is the property in Historic District:**  Yes  No

3. **Is the property currently:**  Owner occupied  Rental property

4. **Current land use (choose one):**

Single family detached  Single family attached  Multi-unit residential: \_\_\_\_\_ # of units

Single unit commercial  Multi-unit commercial: \_\_\_\_\_ # of commercial units;

Mixed Use: \_\_\_\_\_ # of Residential and \_\_\_\_\_ # of Commercial units

5. **Describe the requested Use in detail:** Tax preparation work in office. Prepare

clients taxes and E-File to Federal, State and Local agencies.

Occasional client in office based on scheduled appointment.

6. Indicate what improvements/renovations you plan for this property, both internal and external: Painting inside

7. **Conditional Use criteria\*** is provided under Chapter 27; Part 4/Appendix A4.

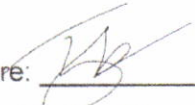
\*We strongly encourage you to include with this application: Sufficient information to document compliance with the applicable standards of the Conditional Use chapter. If it is not provided with this application, it is REQUIRED to be presented at the hearing.

While each condition may vary, inclusions for consideration include (but are not limited to) the following examples:

- a. Traffic Studies (if required)
- b. Lease (if not owner occupied)
- c. If a condition limits "distance between existing uses" you are required to provide supporting documentation showing how you meet that requirement (*i.e. Section 401.30*)
- d. Child Care Facilities: You must provide sketches or pictures showing drop off areas, play areas, distance between facilities, etc.

I certify that I am authorized to make this application; and to the best of my knowledge and belief, all the information on this form and its attachments is true and correct.

Applicant Signature: ~~James C. Martin~~ Date: 08/25/2021  
Printed Name: James C. Martin

Property Owner Signature:  Date: 8/25/2021  
Printed Name: Potts Properties LLC - Timothy R. Palladino

**Submittal requirements:**

- 1. Fee (check)
- 2. Three application packets to include: 
  - a. The application,
  - b. the sketch plan (if applicable),
  - c. a copy of the deed

AND

- 3. One thumb/flash drive containing the full application packet and any supporting documentation