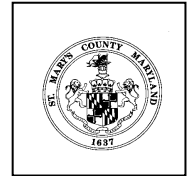




St. Mary's County Department of Land Use and Growth Management

23150 Leonard Hall Drive, Leonardtown, MD 20650
Phone (301) 475-4200, ext. *1500 Fax (301) 475-4672

DEVELOPMENT REVIEW APPLICATION



Instructions to Applicant:

Please complete the information below prior to your submission. This application will be required in order to accept and process your submission. All plans must be folded or of a size which will fit into a standard legal folder. ALL INFORMATION MUST BE COMPLETE OR SUBMISSION WILL BE RETURNED TO APPLICANT.

CONTROL NUMBER: _____ (To be completed by LUGM personnel)

PROJECT NAME: _____

DATE: _____

DIGITAL SUBMISSIONS ARE REQUESTED FOR ALL TEC AND RECORDING DOCUMENTS

REQUEST: Check appropriate block(s)

DEPT. OF LAND USE AND GROWTH MANAGEMENT

REVIEW ONLY:

- Confirmatory Plat
Boundary Line Adjustment Plat
Forest Stand Delineation of proposed
Forest Conservation Plan for
Forest Conservation Plan Amendment
Plat Exempt Division by Deed
Resubmission
Other (Specify)

TEC/PLANNING COMMISSION REVIEW:

- Preliminary review of lot minor/major subdivision
Final review of lot minor/major subdivision
Concept Site Plan review for sq. ft. for (use type)
Site Plan review for sq. ft. for (use type)
Zoning Map Amendment from Zone to
Amendment to CWSP from category to

OWNER/CONTRACT PURCHASER _____

MAILING ADDRESS: _____

PHONE #: _____ E-MAIL ADDRESS: _____

AUTHORIZED AGENT: _____

ADDRESS: _____

PHONE #: _____ E-MAIL ADDRESS: _____

PROPERTY LOCATION: Address if known. If not known, then directions as follows:

Describe location as N-S-E-W side of (Street Name), approx. (feet) N-S-E-W of Intersection with State/County) Road

PARCEL IDENTIFICATION:

TAX MAP: _____ GRID: _____ PARCEL: _____
LAND USE: _____ ZONING: _____ ZONING OVERLAYS: _____
ACREAGE: _____ ELECTION DISTRICT: _____ TAX ID ACCT #: _____
CWSP WATER/SEWER SERVICE CATEGORY: _____ USE TYPE #: _____

(OVER)

Development Review Application

Page 2 of 2

I hereby request that EDUs for this application be allocated at: (choose one below)

Concept Site Plan Approval Final site Plan Approval

Preliminary Subdivision Approval Final Record Plat Approval

I hereby swear or affirm that I am the property owner and that this application is correct:

PROPERTY OWNER/AUTHORIZED AGENT'S SIGNATURE: _____

PRINT NAME _____

I hereby swear or affirm that I have received authority from the property owner to make this application and that this application is correct (See attached "Limited Power of Attorney").

REVIEW FEES:

# of Lots/Sq. Ft. of Site Plan/Acres Disturbed	Type of Project:	Initial Submission Fees	Resubmission Fees
	Minor Subdivision 1-7 Lots	\$750 + \$100 per lot + Application Fee	
	Major Subdivision 8+ Lots	\$1900 + \$100 per lot + Application Fee	
	Concept Site Plan	\$920 + Application Fee	
	Major Site Plan	\$1500 per acre of disturbed area + Application Fee	
	Minor Site Plan (Includes DPWT Fee)	\$250 – Less than 500 sq. ft.+ Application Fee \$375 – Over 500 sq. ft.+ Application Fee	
	Application Fee	\$20.00	
	Soil Conservation Storm Water Management Concept Plan	\$250- Less than 5 acres \$500- 5 acres or greater	
	BLAP, Confirmatory Plats, Plat Exempt, FCP, FSD, Transfer Development Rights	\$80.00	
	Health Department Plat Fee	\$120.00 per lot or site plan	
	MetCom Fees	\$60.00 No public water and sewer	
	TEC Review/Concept Site Plan	\$120.00 Public water and/or sewer	
	Recording Package	\$60 LUGM Review Fee \$5 Per Plat Recording Fee (Clerk of the Court)	
	Additional Recording Documents	\$30 DPWT Review 1-10 lots \$60 more than 10 lots \$60 Recording Fee (each) (Clerk of the Court)	
Resubmissions – \$25 each after first resubmission			
Other fees may apply; see the Schedule of Fees for St. Mary's County, Effective July 1, 2018		Total	

SUBMISSION REQUIREMENTS:

See applicable checklist

NUMBER OF PRINTS REQUIRED FOR REVIEW:

TEC Committee – 15 Prints

Non-TEC Site Plans – 1 Print

Forest Stand Delineation – 1 Print

Forest Conservation – 1 Print

Planning Commission – 15 Prints

Resubmissions – 1 Print

Recording Package – 4 Mylar 4 Paper

In addition to the prints listed above, a **digital copy** of the plans is encouraged.

FOR RECORDING DOCUMENTS PLEASE MAKE CHECKS PAYABLE TO **THE CLERK OF THE COURT** Also Please make the **\$60.00 check and the \$5.00 two separate checks**. The Courthouse will not accept one full check. Thank you. FOR ALL OTHER SUBMISSIONS, PLEASE MAKE CHECKS PAYABLE TO **THE COMMISSIONERS OF ST. MARY'S COUNTY**.