

Submission Checklist

|                                                                                   |                                                                                                                                                                                                                                                                            |                                                                                     |
|-----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
|  | <p><b>St. Mary's County Department of Land Use and Growth Management</b><br/>                 23150 Leonard Hall Drive, Leonardtown, Md. 20650<br/>                 Phone (301) 475-4200, ext. *1500 Fax (301) 475-4672</p> <p><b>APPLICATION SUBMISSION CHECKLIST</b></p> |  |
|-----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|

**TEC SUBMISSION REQUIREMENTS**

| <b>YES</b> |                                                                            | <b>NO</b> |
|------------|----------------------------------------------------------------------------|-----------|
| _____      | Development Review Application                                             | _____     |
| _____      | Fee Total \$_____                                                          | _____     |
| _____      | Complete Deeds                                                             | _____     |
| _____      | Off Conveyance Checklist                                                   | _____     |
| _____      | Limited Power of Attorney                                                  | _____     |
| _____      | Declaration of Intent (if applicable)                                      | _____     |
| _____      | Road Maintenance Agreement (if applicable)                                 | _____     |
| _____      | Water/Sewer Waive (if applicable)                                          | _____     |
| _____      | Environmental Report (if critical area)                                    | _____     |
| _____      | Adequate Public Facilities Summary (if applicable)                         | _____     |
| _____      | 15 copies of plan                                                          | _____     |
| _____      | Appropriate Checklist                                                      | _____     |
| _____      | Copy of previously recorded PLAT<br>(Re-subdivisions/site plans with lots) | _____     |

**PLANNING COMMISSION SUBMISSION REQUIREMENTS**

|       |                                  |       |
|-------|----------------------------------|-------|
| _____ | Development Review Application   | _____ |
| _____ | Fee (if applicable)              | _____ |
| _____ | Approval Slip Metcom             | _____ |
| _____ | Approval Slip Health Dept        | _____ |
| _____ | Approval Slip DPW                | _____ |
| _____ | Approval Slip SHA                | _____ |
| _____ | Approval Slip LUGM               | _____ |
| _____ | CWSP Application (if applicable) | _____ |
| _____ | APF Final Report                 | _____ |
| _____ | FCP (if applicable)              | _____ |
| _____ | 15 copies of the plan            | _____ |

**NON-TEC PLAT SUBMISSION REQUIREMENTS**

| <b>YES</b> |                                  | <b>NO</b> |
|------------|----------------------------------|-----------|
| _____      | Development Review Application   | _____     |
| _____      | Application Fee of \$80.00       | _____     |
| _____      | Complete Deeds                   | _____     |
| _____      | Off-Conveyance Checklist         | _____     |
| _____      | Limited Power of Attorney        | _____     |
| _____      | Copy of previously recorded PLAT | _____     |
| _____      | Appropriate Checklist            | _____     |
| _____      | 2 Prints                         | _____     |

**FSD SUBMISSION REQUIREMENTS**

|       |                                |       |
|-------|--------------------------------|-------|
| _____ | Development Review Application | _____ |
| _____ | Application Fee of \$ 80.00    | _____ |
| _____ | FSD Map                        | _____ |
| _____ | Environmental Features         | _____ |
| _____ | Narrative                      | _____ |

**FCP SUBMISSION REQUIREMENTS**

|       |                                |       |
|-------|--------------------------------|-------|
| _____ | Development Review Application | _____ |
| _____ | Application Fee of \$ 80.00    | _____ |
| _____ | Plan Map                       | _____ |
| _____ | Narrative                      | _____ |

I certify that the above documents have been submitted in support of my application.

I acknowledge receipt of the above submitted in documents as part of the applicant's submission.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature