
PLANNING AND CODE ADMINISTRATION

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SKETCH/AMENDMENT TO SKETCH PLAN APPLICATION

SUBJECT PROPERTY

Street Address _____ Previous Project Number _____

APPLICANT/BILLING CONTACT

Business Name _____

Primary Contact _____

Street Address _____ Suite No. _____

City _____ State _____ Zip Code _____

Telephone Numbers: Work _____ Cell _____ E-mail Address _____

OWNER

Business Name _____

Primary Contact _____

Street Address _____ Suite No. _____

City _____ State _____ Zip Code _____

Telephone Numbers: Work _____ Cell _____ E-mail Address _____

DEVELOPER

Business Name _____

Primary Contact _____

Street Address _____ Suite No. _____

City _____ State _____ Zip Code _____

Telephone Numbers: Work _____ Cell _____ E-mail Address _____

ATTORNEY

Business Name _____

Primary Contact _____

Street Address _____ Suite No. _____

City _____ State _____ Zip Code _____

Telephone Numbers: Work _____ Cell _____ E-mail Address _____

ARCHITECT

Business Name _____ MD Registration No. _____

Primary Contact _____

Street Address _____ Suite No. _____

City _____ State _____ Zip Code _____

Telephone Numbers: Work _____ Cell _____ E-mail Address _____

ENGINEER

Business Name _____ MD Registration No. _____
Primary Contact _____
Street Address _____ Suite No. _____
City _____ State _____ Zip Code _____
Telephone Numbers: Work _____ Cell _____ E-mail Address _____

PROJECT DESCRIPTION

Location Description _____

AMENDMENT USE

Change in Use Change Other than to Use (*specify*) _____
Site Plan Number to Amend _____
Re-Zoning Plan Number to Amend _____

SITE DETAILS

Site Area Square Feet _____
Site Area Acres _____

MINIMUM MAXIMUM

Green Area _____
Green Area % _____
Number of Lots _____
Number of Dwelling Units _____
Height of Tallest Building (ft.) _____
Floor Area Ratio (FAR) _____

SUBMISSION REQUIREMENTS

- Site and Detail Plans in compliance with Sec. 24-169, Four (4) hard copies, One (1) digital copy PDF
- Justification Statement of Proposed Plan Outline of Public Facilities and Phasing/Staging
- Boundary of the Entire Tract
- Concept Stormwater Management Plan Application and Applicable Fee(s) , One (1) hard copy, One (1) digital copy PDF
- Approved NRI and FSD Plans, One (1) hard copy, One (1) digital copy PDF