



PLANNING AND CODE ADMINISTRATION

City of Gaithersburg · 31 South Summit Avenue · Gaithersburg, Maryland 20877 · Telephone: (301) 258-6330 · Fax: (301) 258-6336
plancode@gaithersburgmd.gov · www.gaithersburgmd.gov

ROAD CODE WAIVER APPLICATION

SUBJECT ROAD (S)

Detailed Description of Road (s) _____

TOTAL NUMBER OF ROADS _____ TOTAL NUMBER OF ACRES _____

PROJECT NAME _____

ASSOCIATED SITE PLAN 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 _____

BRIEFLY DESCRIBE THE NATURE AND REASON FOR THE WAIVER REQUEST

Section of Code to be Waived (*refer to Chapter 19, Article II of the City Code*) _____

TOTAL NUMBER OF WAIVERS _____

SUBMISSION REQUIREMENTS

- Storm Drain and Paving Plans - One (1) hard copy, One (1) digital copy DWF (preferred) or PDF
- Site Plan - One (1) hard copy, One (1) digital copy DWF (preferred) or PDF
- Road Cross - Sections
- Waiver justification prepared by a registered engineer
- Fee.