

On July 7, City Staff posted five (5) signs on the three (3) parcels to be annexed into the City of Gaithersburg as part of Annexation X-9510-2023. The photos below show each installed sign.



Sign # 1 – Along South Westland Drive



Sign #2 - Along South Frederick Avenue



Sign #3 – Along North Westland Drive



Sign #4 – In front of 8939 North Westland Drive



Sign #5 – In front of 8941 North Westland Drive



PLANNING AND CODE ADMINISTRATION

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

**SIGNAGE FOR PUBLIC HEARING/MEETING
INSTALLATION AND TRACKING FORM**

Pick-up Date by Applicant: 7/7/2023

Posting Deadline Date: 7/7/2023

Deposit Required: Yes (@ \$400.00 per large sign)

Total Deposit Due: \$ _____

Sign Removal by Date: September 6, 2023

SIGN TITLE & QUANTITY:

- | | | |
|---|----------------------------|----------------------------|
| <input type="checkbox"/> Planning Commission Review | # of Signs Large: _____ | # of Signs Small: _____ |
| <input type="checkbox"/> Mayor & City Council Hearing | # of Signs Large: _____ | # of Signs Small: _____ |
| <input type="checkbox"/> Joint Public Hearing
(Mayor & City Council/Planning Commission) | # of Signs Large: _____ | # of Signs Small: _____ |
| <input checked="" type="checkbox"/> Public Hearing | # of Signs Large: <u>2</u> | # of Signs Small: <u>3</u> |
| <input type="checkbox"/> Board of Appeals | # of Signs Large: _____ | # of Signs Small: _____ |
| <input type="checkbox"/> HDC | # of Signs Large: _____ | # of Signs Small: _____ |

TEXT FOR SIGN:

File Number: X-9510-2023

Title: Walnut Hill Commercial Annexation

Location: 16531 S Frederick Avenue, 8939 & 8941 N Westland Drive

Application Type: Annexation

Day of Week: Tuesday

Meeting Date: September 5, 2023

Applicant/Company Name: Granite Partners

Applicant/Company Representative Contact Name: City Planning Staff

Telephone Number: _____

**NOTICE
SIGN POSTING OF PROPERTY**

The Planning Commission, Board of Appeals and Historic District Commission Rules of Procedure, and zoning ordinance (chapter 24 of the City Code) require the applicant to post signage of the their hearings on the property under consideration. Applications scheduled as Consent Agenda items are exempt from this requirement.

Signs must be posted at least nine (9) days before the hearing. Applicants are responsible for posting of their sign(s), which can be picked up in the Department of Planning and Code Administration at 31 South Summit Avenue - 1st floor of City Hall.

If the Property has frontage on one (1) or more improved streets, there shall be one (1) sign posted for each one thousand (1,000) feet (or fraction) of frontage on each street. The sign(s) shall be posted on the property near the street right-of-way, so as to be visible from the improved portion of the street. When more than one (1) sign is required to be posted along a street, the signs shall, where practicable, be evenly spaced along the street.

The applicant shall be responsible for reasonable maintenance of all signs posted. In the event a sign is removed, falls down, or otherwise is not on the property or in the right-of-way during the pendency of and until the date of the hearing, it shall be the responsibility of the applicant to re-post the sign. The applicant is responsible for removal of all posted signs **(2' x 3' and/or 3' x 4')** **within a five (5) day period following the hearing.** Additionally, the applicant is responsible for returning all **3' x 4'** signs **immediately to City Hall** upon their removal, or forfeit deposit within five (5) days. (Note: As with any excavation, it is recommended that the applicant contact Miss Utility at 1-800-257-7777 in order to locate utility lines prior to digging.)

The applicant shall provide a written statement about the posting of sign for the record of the subject application prior to the commencement of the hearing. If you have questions regarding this procedure, please call the Planning and Code Administration at 301-258-6330.

1 small sign

1 small sign

1 small sign

1 LARGE sign

1 LARGE sign

