**Notice of Application**

PLAN AMENDMENT TO BE CONSIDERED BY THE MONTGOMERY COUNTY PLANNING BOARD

*(To be sent by the applicant, on applicant’s letterhead, to all individuals included on the Notice List.)*

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| **Plan Type** |  |
|  | *Limited Major and Minor Amendments to Sketch, Project, Preliminary, or Site Plan* |
| **Plan Number** |  |
| **Name of Plan** |  |
| **Geographic Location** |  |
| **Current Zone** |  |
| **Amendment Summary** |  |
| **Date** |  |
|  | *(To be filled out after the application has been accepted.)* |

*(Remove all lines of instruction when you have finished filling out the information on this form.)*

The above referenced plan amendment application has been filed with the Montgomery County Planning Board and is being reviewed under the provisions of the Montgomery County Code and according to the procedures outlined by the Chapter 50 and 59 regulations at COMCOR 50/59.00.01.

A copy of the proposed plan is enclosed. This plan may change because of specific reviews and changes suggested by Maryland-National Capital Park and Planning Commission (M-NCPPC) and other county and state agencies. You may participate in this review by sending written comments at any time to the Development Applications and Regulatory Coordination Division (DARC), M-NCPPC, 8787 Georgia Avenue, Silver Spring, Maryland 20910-3760, or by contacting the M-NCPPC lead reviewer. Contact information for the lead reviewer is available by linking to the Development Activity Information Center (DAIC) on the M-NCPPC website at [www.montgomeryplanning.org/development](http://www.montgomeryplanning.org/development).

Comments on the proposed plan amendment are due within 15 days of the mailing date of this notice. The Montgomery County Planning Board will not hold a public hearing on the above referenced plan application unless the planning director finds that any comment is substantive enough to warrant a public hearing. If the planning director determines that a public hearing is not necessary, all parties on the notice list will be informed of the Planning Board meeting date on which the item will be scheduled for action. Any person may submit additional comments directly to the Planning Board to request that the item be removed from the consent agenda before or up to the Planning Board date.

If you have questions pertaining to the plan application, please contact the lead reviewer. If you have general questions about M-NCPPC’s process, please contact the Information Counter at (301) 495-4610.

Sincerely,

[applicant]