



2425 Reedie Drive  
 Wheaton, Maryland 20902

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## SKETCH PLAN APPLICATION

Initial Application     Final Application     Revised Application     Amendment

Date Application Filed	
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*An application will not be accepted for review unless all required information and fees are provided. If an item requires more space, attach a separate sheet.*

**Sketch Plan Name:** \_\_\_\_\_ Acres \_\_\_\_\_ Sq.ft. \_\_\_\_\_

200 scale Base Map # \_\_\_\_\_, Tax Map # \_\_\_\_\_, Special Protection Area \_\_\_\_\_

Property Tax Account Number(s) associated with the plan (8 digits)

A. \_\_\_\_\_ B. \_\_\_\_\_ C. \_\_\_\_\_ D. \_\_\_\_\_ E. \_\_\_\_\_  
 F. \_\_\_\_\_ G. \_\_\_\_\_ H. \_\_\_\_\_ I. \_\_\_\_\_ J. \_\_\_\_\_

**Location:** (Complete either A or B)

A. On \_\_\_\_\_, \_\_\_\_\_ feet \_\_\_\_\_ of \_\_\_\_\_  
Street Name (N,S,E,W etc.) Nearest Intersecting Street

B. \_\_\_\_\_ quadrant, intersection of \_\_\_\_\_ and \_\_\_\_\_  
(N,S,E,W etc.) Street Name Street Name

**Subdivision Information:** (Complete either C, if located within a recorded subdivision, or D)

C. Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_

D. Parcel \_\_\_\_\_ Liber \_\_\_\_\_ Folio \_\_\_\_\_; Parcel \_\_\_\_\_ Liber \_\_\_\_\_ Folio \_\_\_\_\_; Parcel \_\_\_\_\_ Liber \_\_\_\_\_ Folio \_\_\_\_\_

**Applicant Team** (Enter all that apply and submit separate supporting documentation as necessary)

**Primary Contact** (Person who will be the primary contact and point person for future electronic review process.)

\_\_\_\_\_  
Company Name Contact Person

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Telephone Number Fax Number E-mail

**NOTE: This email will be used to create the ePlans project account.**

**Owner**

Would you like to receive ePlans notifications? \*    Yes    No

\_\_\_\_\_  
Company Name Contact Person

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Telephone Number Fax Number E-mail \*required if checked yes

**Owner's Representative or Contract Purchaser**

(Authorization is required from the owner.)

Would you like to receive ePlans notifications? \*    Yes    No

\_\_\_\_\_  
Company Name Contact Person

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Telephone Number Fax Number E-mail \*required if checked yes

**Landscape Architect**

Would you like to receive ePlans notifications? \* Yes No

Company Name		Contact Person	
Street Address			
City	State		Zip Code
Telephone Number	Fax Number	E-mail	*required if checked yes

**Architect**

Would you like to receive ePlans notifications? \* Yes No

Company Name		Contact Person	
Street Address			
City	State		Zip Code
Telephone Number	Fax Number	E-mail	*required if checked yes

**Engineer**

Would you like to receive ePlans notifications? \* Yes No

Company Name		Contact Person	
Street Address			
City	State		Zip Code
Telephone Number	Fax Number	E-mail	*required if checked yes

**Attorney**

Would you like to receive ePlans notifications? \* Yes No

Company Name		Contact Person	
Street Address			
City	State		Zip Code
Telephone Number	Fax Number	E-mail	*required if checked yes

**Other:** \_\_\_\_\_

Would you like to receive ePlans notifications? \* Yes No

Company Name		Contact Person	
Street Address			
City	State		Zip Code
Telephone Number	Fax Number	E-mail	*required if checked yes

<u>Data Summary Table</u>	<u>Acres</u>	<u>Square Feet</u>
<b><u>Tract Area</u></b>		
Gross Tract Area	_____	_____
Area Dedicated to Public Use	_____	_____
Area Previously Dedicated to Public Use	_____	_____
Total Net Area of Sketch Plan	_____	_____
<b><u>Gross Tract Area by Zone</u></b>	Zone 1: _____	_____
(indicate full zone, e.g., CRT2.0 C1.0 R1.5 H60)	Zone 2: _____	_____
	Zone 3: _____	_____

<b><u>Density (Total)</u></b>	<b><u>Permitted (Sq.Ft.)</u></b>	<b><u>Proposed (Sq.Ft.)</u></b>
Non-Residential	_____	Up to _____
Residential	_____	Up to _____
Other _____	_____	Up to _____
<b>Total</b>	_____	<b>Total</b> Up to _____
<b><u>Height</u></b>	<b><u>Permitted (Ft.)</u></b>	<b><u>Proposed (Ft.)</u></b>
Zone 1:	_____	Up to _____
Zone 2:	_____	Up to _____
Zone 3:	_____	Up to _____
<b><u>Parking Spaces</u></b>		
Non-Residential	_____ (Min)	_____ (Max)
Residential	_____ (Min)	_____ (Max)
Other _____	_____ (Min)	_____ (Max)
<b>Total</b>	_____ (Min)	<b>Total</b> _____ (Max)
Is the property located within a parking lot district? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, which one: _____		
<b><u>Public Use Space</u></b>	<b><u>Required</u></b>	<b><u>Proposed</u></b>
	_____ (%)	_____ (%)

**Supplementary Information:**

**Previous Plan Submittals:** (enter information, if applicable)

Type	Case No.	Resolution/Approval Date
Zoning Case		
Development Plan/Schematic DP		
Special Exception		
Variance		
NRI/FSD (if applicable)		
SWM Concept (if applicable)		
Pre-Application/Concept		
Sketch Plan		
Project Plan		
Preliminary Plan		
Site Plan		

If Record Plat(s) recorded, enter plat number(s): \_\_\_\_\_

Describe the nature of the amendment or revision, if applicable. (Note: This form applies only to full plan amendments.)  Attached

- Is the property in the Locational Atlas and Index of Historic Sites?  Yes  No
- Is the property in the Master Plan for Historic Preservation?  Yes  No
- Is the property in an incorporated municipality?  Yes, \_\_\_\_\_  No
- Is the property in a special taxing district?  Yes, \_\_\_\_\_  No

Legal restrictions on property not shown on plan, if any\* (See Submission Requirements, section 4.17)

\*MNCPPC does not enforce private easements or any other private legal agreements.

*Applicant hereby acknowledges that he/she  is the sole owner of the subject property,  is otherwise legally authorized to represent the owner(s) (written verification provided), or  is a contract purchaser authorized to submit this application by the property owner (written verification provided).*

**Signature of Applicant(s) (Owner, Owner's Representative or Contract Purchaser)**

\_\_\_\_\_

*Signature*

\_\_\_\_\_

*Date*

\_\_\_\_\_

*Name (Type or Print)*

\_\_\_\_\_

*Signature*

\_\_\_\_\_

*Date*

\_\_\_\_\_

*Name (Type or Print)*