



**St. Mary's County Government**  
Department of Land Use and Growth Management  
**Comprehensive Plan Amendment Application**  
Land Use Article 3-203 Annotated Code of Maryland

This Box for Staff Use Only

Date Received	
Date Accepted	

Complete all information requested on this form. Staff reserves the right to correct errors in street address, tax map number acreage or Plan designation and may contact the applicant for clarification before acceptance

### **Check as applicable**

- Comprehensive Plan Update initiated by St. Mary's County Government.
- Site Specific initiated by a landowner or representative. Development Review Application and fee required.

### **Check as applicable**

- Owner
- CSMC Area/Site Specific
- CSMC Countywide
- Contract Purchaser
- Agent

## 1.0 Application Information

Applicants Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Email \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## 2.0 Site/Property Information

Only one property allowed per application.

Property Address \_\_\_\_\_ Tax ID # 19-\_\_\_\_\_

### **3.0 Existing Land Use as shown on Land Use (May 2018) layer of County GIS Map located at:**

<https://stmarysmd.maps.arcgis.com/apps/webappviewer/index.html?id=f0010a9a5db04695b37c39c033c33edb>

## **Please check existing Land Use as shown on GIS Map**

- Crossroads Commercial
- Marine Use
- Mixed Uses Low Intensity
- Residential Low Density
- Rural Commerce
- Public Lands
- Military Installation
- Mixed Used Moderate Intensity
- Residential Low Density
- Rural Preservation
- Industrial Areas
- Mixed-Use High Intensity
- Non-Profit Institutional
- Residential Medium Density
- Rural Residential
- Open Spaces
- Mixed Use Low Intensity
- Office and Business Parks
- Residential Mixed Use
- Tidal Wetlands
- Limited Commercial/ Industrial
- Mixed Use Medium Intensity
- Residential High Density

Existing Land Use \_\_\_\_\_

#### **4.0 Proposed Land Use \_\_\_\_\_**

**5.0 Conceptual Land Use-** Provide which category the proposed land use refers to:

<https://www.stmarysmd.com/docs/compPlan.pdf>

(See page 3-6 of 2010 Comprehensive Plan)

- Growth Areas-Development Districts; Town Centers; Village Centers
- Rural Areas-Rural Preservation District; Rural Service Centers; Rural Commercial Limited
- Protected Areas-Resource Protection Areas; Neighborhood Conservation Districts

5.1 Provide Additional Information\_\_\_\_\_

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#### **6.0 How does the proposed land use meet the goals and objectives in the Land Use and Growth Management Element in the Comprehensive Plan?**

<https://www.stmarysmd.com/docs/compPlan.pdf>

(See Chapter 4 Page 4.1 of the 2010 Comprehensive Plan)

6.1 Please explain\_\_\_\_\_

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6.2 Provide a reference to the specific plan element Goals, Objectives, or Policies that are proposed to be changed and/or are proposed to be new additions and list any proposed changes to the text, data, or analysis. Include the referenced page or section of the plan.

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6.3 Briefly state other plan elements that are pertinent to the proposed request \_\_\_\_\_

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#### **7.0 Do you propose any existing text/language to be amended?**

Yes

No

If Yes, provide existing text/language and reference in the Comprehensive Plan;

\_\_\_\_\_ and;

Proposed text/language reference in the Comprehensive Plan

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#### **8.0 Adjacent Land Uses and Property Ownership**

If the application includes a change to the Land Use Map identified in **3.0** above, exhibits with the following information must be included with this application:

- ✓ A map illustrating the current land use of the property and those of the parcels, tracts, or lots within two hundred (200) feet of the subject property lines. (The GIS Map has a layer, “Public Notification Address Layer (Not Visible)”, to locate properties within 200 feet of the subject property.)
- ✓ A map illustrating the proposed land uses of the property to be considered as part of this requested amendment. (Must be same scale as map of current land use.)

8.1 Ownership of properties within two hundred (200) feet of the subject property lines: Provide a list and include the full name and address for each entity listed as it is shown on the current assessment

records of the Maryland Department of Assessments and Taxation. (The GIS Map has a layer, “Public Notification Address Layer (Not Visible)”, to locate properties within 200 feet of the subject property.)

## **9.0 Justification for Amendment**

9.1 Provide a description of the area of neighborhood within two hundred (200) feet of the subject property lines and existing land uses in its vicinity.

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9.2 Provide a description of the changes which have occurred in the neighborhood since the 2010 Comprehensive Plan and indicate with statements to explain how these changes justify the proposed land use amendment and how its compatible with existing and proposed development of the area.

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9.3 Provide a justification, support data, and analysis based on the list below to support an amendment to the plan and describe how the change will be in conformance to the character of the neighborhood or otherwise affected area. Include information sufficient to prove that approving the proposed Comprehensive Plan Amendment will not result in adverse impacts to the surrounding property or neighborhood. Justification statement should include any of the checklist below.

- Addresses an emerging community concern
- Better implements the Conceptual Land Use Plan
- Advances major policy objectives and State Visions
- Responds to actions by Federal/State/adjacent jurisdictions
- Reflects implementation of the Comprehensive Plan
- Responds to or incorporate research derived from technical planning or transportation studies
- Changes in character of the neighborhood
- Mistake observed in the 2010 Comprehensive Plan

## **9.0 Check as applicable if the proposed land use amendment may have an impact on the following:**

Environmentally Sensitive Area

- Yes
- No

Roads and Traffic

- Yes
- No

Sewer Services

- Yes
- No

Water Services

- Yes
- No

Natural/Cultural/Archaeological Resources

- Yes
- No

Parks & Recreational Facilities

- Yes
- No

Schools

- Yes
- No

Fire and Emergency Services

- Yes
- No

Institutional uses/ Libraries/Churches etc.

- Yes

No

9.1 Provide an explanation if you checked Yes to any of the above answers:

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## **10.0 Consistency with State and Agency Plans**

Include information which determines how the proposed Comprehensive Plan Amendment is consistent with or other long-range plans i.e., Comprehensive Water and Sewer Plan, Capital Improvement Program, and other County, State, or Agency plans as applicable.

10.1 Describe any other County Plan or policy for which the proposed Comprehensive Plan Amendment will affect, either positively or negatively, and consistency of the proposed request with such plans and policies.

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10.2 Describe any other State or other governmental agency plans or policies for which the plan amendment will affect, either positively or negatively; and consistency of the proposed request with such plans and policies.

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## **11.0 Applicant Instructions and Signature**

Provide a complete application with all required documents and attachments to avoid delays or return of the application to the applicant. In addition to the application and required attachments, the following requirements must be met:

11.1 Submit eleven (11) paper copies and one (1) electronic copy of exhibits and associated attachments. Make sure to include maps, appendices, and attachments. These items are required for distribution to State Agencies and adjacent jurisdictions as part of the 60-day State Clearinghouse review required by the Land Use Article of the Annotated Code of Maryland.

11.2 Provide proof of ownership if the amendment is for a specific property.

11.3 An authorization letter for those acting as agents or on behalf of owners or applicants.

Submit Application to:

**Development Services Division  
Department of Land Use and Growth Management  
23150 Leonard Hall Drive/ P.O. Box 653  
Leonardtown, MD 20650**

I hereby certify that this application for a Comprehensive Plan Amendment is complete, and the information provided is correct.

**Applicant Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Date:**