

V. MASTER PLAN INFORMATION

The application shall be accompanied by a proposed Master Plan which contains all of the information required in Appendix A of the Charles County Zoning Ordinance. In addition, the proposed Master Plan shall include any information necessary to evaluate the proposal regarding the criteria addressed and base on, but not limited to, the following criteria from Section 103 of the Zoning Ordinance:

- A. A schedule for beginning and completion of each construction phase and projected market absorption.
- B. Architectural sketches of typical proposed structures, typical recreation areas, typical landscaping and screening areas, and typical development clusters.
- C. A report showing the relationship of the proposed development on the County.
- D. A statement showing the relationship of the proposed development to the Comprehensive Plan.
- E. A preliminary analysis of the proposal’s impact on public facilities such as roads, schools, water, sewer, fire, police services, and parks and any measures proposed to address these impacts.
- F. A statement of which categories and point values the applicant seeks to achieve in Step 1 of the DGS.
- G. A description of the surrounding area of the subject property that will be affected by the amendment.

VI. NEIGHBORHOOD DEFINITION & COMPATIBILITY

The application shall include the following information:

- A. A description of the area which constitutes the neighborhood of the property subject to amendment.
- B. A statement indicating how the proposed amendment is compatible with the neighborhood.
- C. A Neighborhood Definition Map indicating the properties included in the neighborhood.

VII. ADJACENT PROPERTY OWNERSHIP

The applicant shall provide on the sheet titled “Adjacent Property Ownership” the full name and mailing address of all persons, organizations, corporations or groups owning land adjoining and confronting the property for which the local map amendment is requested as shown on the current assessment records of the Maryland Department of Assessments and Taxation.

VIII. OWNER INFORMATION

The application shall include the name, mailing address and signature of each record owner of the property for which the amendment is being sought. If owned by a corporation, the application must be signed by such officers as are empowered to act fo the corporation.

_____	_____
Owner Name	Owner Name
_____	_____
Street Address	Street Address
_____	_____
City, State & Zip Code	City, State & Zip Code
_____	_____
Signature	Signature

IX. OWNER INFORMATION (continued)

Owner Name	Owner Name
Street Address	Street Address
City, State & Zip Code	City, State & Zip Code
Signature	Signature
Owner Name	Owner Name
Street Address	Street Address
City, State & Zip Code	City, State & Zip Code
Signature	Signature

X. APPLICANT INSTRUCTIONS & SIGNATURE

- A. Submit five (5) copies of the application and each attachment, and sixteen (16) copies of the Master Plan to the County Commissioners of Charles County c/o Zoning Officer, P.O. Box 2150, La Plata, Maryland 20646.
- B. If two or more parcels are included, they must be adjoining and ownership must be in the entirety, otherwise separate application are required for each property having separate boundaries or ownership.
- C. Failure to provide the required information with the application may result in delays and, in certain instances, return of the application to the Applicant.
- D. The Applicant hereby certifies that this application for a local map amendment is complete and that the information provided is correct.

Signature of Applicant Date