



WASHINGTON COUNTY
DIVISION OF PLAN REVIEW AND PERMITTING
80 West Baltimore Street
Hagerstown, Maryland 21740-6003
Telephone: (240) 313-2460
FAX: (240) 313-2461
Hearing Impaired call 7-1-1 for Maryland Relay

Site Plan Determination Form:

Prior to filing an application for new or revised multi-family and non-residential projects with the Planning Department, the applicant shall contact the Zoning Administrator of the Division of Plan Review & Permitting to determine the necessity of Commercial Site Plan application and review by the Planning Department in compliance with Section 4.11 of the Zoning Ordinance of Washington County. If a Commercial Site Plan is determined to be necessary and the applicant wishes to proceed with site plan approval, the applicant must obtain the Zoning Administrator's signature on the form below. Commercial Site Plan submittals will not be accepted by the Planning Department if this signed form is not included in the submittal packet. The Zoning Administrator can be reached at 240-313-2460. The Washington County Planning Department can be reached at 240-313-2430

PROPERTY ADDRESS: _____

ZONING DISTRICT: _____

EXISTING USE:

PROPOSED USE:

WILL PARKING BE AFFECTED BY THE PROPOSED CHANGE? _____

IF SO IN WHAT WAY: _____

OWNER/APPLICANT
NAME: _____
ADDRESS: _____
PHONE NUMBER: _____

SIGNATURE AND VERIFICATION:

- PLANNING & ZONING DEPT. REVIEW AND APPROVAL OF SITE PLAN REQUIRED
- SITE PLAN NOT REQUIRED
- SITE PLAN REVISION REQUIRED
- SITE PLAN REVISION NOT REQUIRED

Jennifer M. Smith, P.E., Zoning Administrator

Date