



Application for

# Project Plan Application/Amendment

# PJT

10/23

## City of Rockville

Department of Community Planning and Development Services

111 Maryland Avenue, Rockville, Maryland 20850

Phone: 240-314-8200 • Fax: 240-314-8210 • E-mail: cpds@rockvillemd.gov • Web site: www.rockvillemd.gov

### Type of Application:

☐ Project Plan      ☐ Project Plan Amendment (major)      ☐ Project Plan Amendment (minor)

### Please Fully Complete

Property Address information \_\_\_\_\_

Subdivision \_\_\_\_\_ Lot (S) \_\_\_\_\_ Block \_\_\_\_\_

Zoning \_\_\_\_\_ Tax Account (S) \_\_\_\_\_ , \_\_\_\_\_ , \_\_\_\_\_

### Applicant Information:

Please supply Name, Address, Phone Number and E-mail Address

Applicant \_\_\_\_\_

Property Owner \_\_\_\_\_

Architect \_\_\_\_\_

Engineer \_\_\_\_\_

Attorney \_\_\_\_\_

Project Name \_\_\_\_\_

Project Description \_\_\_\_\_

### STAFF USE ONLY

#### Application Acceptance:

Application # PJT2025-00021

#### Application Intake:

Date Received March 11, 2025

Reviewed by Fee: \$21,781.00

**Application Information:****Level of review and project impact:**

This information will be used to determine your projects impact, per section 25.07.02 of the Zoning Ordinance for Project Plan and Site Plan applications only.

Tract Size \_\_\_\_\_ acres, # Dwelling Units Total \_\_\_\_\_ Square Footage of Non-Residential \_\_\_\_\_  
 Residential Area Impact \_\_\_\_\_ %  
 Traffic/ Impact/trips \_\_\_\_\_

**Proposed Development:**

Retail \_\_\_\_\_ Sq. Footage Detached Unit \_\_\_\_\_ Parking Spaces \_\_\_\_\_  
 Office \_\_\_\_\_ Sq. Footage Duplex \_\_\_\_\_ Handicapped \_\_\_\_\_  
 Restaurant \_\_\_\_\_ Sq. Footage Townhouse \_\_\_\_\_ # of Long Term \_\_\_\_\_  
 Other \_\_\_\_\_ Sq. Footage Attached \_\_\_\_\_ # of Short Term \_\_\_\_\_  
 Multi-Family \_\_\_\_\_  
 Live \_\_\_\_\_  
 MPDU \_\_\_\_\_

Existing Site Use(s) (to include office, industrial, residential, commercial, medical etc.) \_\_\_\_\_

**Estimated Points Total:**

To complete the table below, use the information that you provided above to calculate your total points from the chart below.

Points/Elements	1	2	3	4	Points
Tract size - Acres	1 or fewer	1.1 to 2.5	2.6 to 5	5.1 or greater	
Dwelling Units	5 or fewer	6 to 50	51 to 150	151 or greater	
Square Footage of Non-Residential Space	5,000 or fewer square feet	5,001 to 10,000 square feet	10,001 to 50,000 square feet	50,001 or greater square feet	
Residential Area Impact	No residential development in a residential zone within 1/4 mile of the project	35% of area within 1/4 mile of the project area is comprised of single-unit detached residential units	65% of area within 1/4 mile of the project area is comprised of single-unit detached residential units	Development is within single-unit detached unit area.	
Traffic Impact - Net new peak hour trips	Fewer than 30 trips	30-74 trips	75-149 trips	150 or more trips	Net reduction of 27 trips
<b>Points Total*</b> The total of the points determine the level of notification and the approving authority .					

**Based on The Impact Total Your Project will be:**

- ☐ Project Plan Amendment  
☐ Project Plan Amendment (major)  
☐ Project Plan Amendment (Minor)

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**Waiver of Equivalent Zone Development Standards**

The Approving Authority for a Project Plan being reviewed with a floating zone map amendment application may waive one (1) or more of the development standards of the designated equivalent zone.

Are you applying for a waiver of equivalent zone development standards?

☐ Yes (If yes, continue below)      ☐ No (If no, continue to next section "Previous Approvals")

Such waiver request must provide a statement of justification demonstrating good cause for waiving the equivalent zone development standards based on the following criteria:

1. Whether the waiver of the development standard of the equivalent zone permits the application to meet the intent of the Plan
2. Whether the waiver of the development standard results in development that is compatible with development on adjacent properties;
3. Whether applying the development standard of the equivalent zone is consistent with good planning and design principles;
4. Such other factors as the Approving Authority reasonably deems appropriate.

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**Previous Approvals: (if any)**

Application Number	Date	Action Taken
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

***A letter of authorization from the owner must be submitted if this application is filed by anyone other than the owner.***

I hereby certify that I have the authority to make this application, that the application is complete and correct and that I have read and understand all procedures for filing this application.



March 6, 2025

Please sign and date

## Application Checklist:

The following items are to be furnished as part of this application:

- ☐ Completed Application
- ☐ Filing Fee (to include Sign Fee)
- ☐ Pre-Application Meeting Number \_\_\_\_\_ and Documentation (Development Review Committee Mtg. notes)
- ☐ Proposed Area Meeting Date \_\_\_\_\_ including location \_\_\_\_\_
- ☐ Concept Site development plan, prepared and certified by a professional engineer. (Twelve (12) copies - Fifteen (15) if on a state highway: (size 24 x 36)(folded to 8 1/2 X 11)
- ☐ Approved NRI/FSD (Natural Resources Inventory/Forest Stand Delineation Plan)
- ☐ Conceptual Building Elevations & Floor Plan (3 copies)
- ☐ CTR (Comprehensive Transportation Review) Report –with fee acceptable to Public Works (copy to CPDS).
- ☐ Concept Landscape Plan (6 copies) (size 24" X 36") (folded to 8 1/2" X 11").
- ☐ Preliminary Forest Conservation Plan (FCP)
- ☐ Pre-Application Storm Water Management Concept Package with Fee via Separate Check (Unless Previously Submitted with the Pre-application Materials)
- ☐ Water and Sewer Authorization Application
- ☐ Project narrative to include statement of justification that addresses compliance with all relevant Sections of the Zoning Ordinance, including but not limited to:
  - Comprehensive Master Plan and other plan regulations
  - Master Plan other Plans and Regulations
  - Mixed Use Development Standards, including Layback slope and shadow study (Section 25.13)
  - Landscape, Screening and Lighting Manual
  - Adequate Public Facilities (Section 25.20)
  - Parking (Section 25.16)
  - Signs (Section 25.18)
  - Public use space (Section 25.17)
- ☐ Additional information as requested by staff
- ☐ Electronic Version of all materials (pdf format acceptable)
- ☐ Fire protection site plan
- ☐ Statement addressing criteria for waiver of equivalent zone development standards (if applicable)

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## Comments on Submittal: (For Staff Use Only)

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