

**CITY OF HAGERSTOWN PLANNING COMMISSION APPLICATION FOR
WAIVER TO DESIGN STANDARDS AND OTHER REQUIREMENTS OF
THE SUBDIVISION AND LAND DEVELOPMENT ORDINANCE
(Article 5, Land Management Code)**

For Planning Department Use Only Case No.: _____	Accepted: _____
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Please type or print all material legibly.

Ten (10) copies of this application and all supporting information you wish to attach must be submitted.

1. APPLICANT'S NAME _____
TRADING AS (IF APPLICABLE) _____
ADDRESS _____
DAYTIME PHONE NUMBER: _____ FAX: _____
E-MAIL ADDRESS (IF AVAILABLE) _____

2. COUNSEL FOR APPLICANT (Legal counsel is not required, but if an attorney will represent you, please complete.)
NAME _____
ADDRESS _____
DAYTIME PHONE NUMBER: _____ FAX: _____
E-MAIL ADDRESS (IF AVAILABLE) _____

3. PROPERTY IDENTIFICATION
ADDRESS: _____ ACREAGE: _____

For Planning Department Use Only.	ZONING DISTRICT: _____
CITY UNIQUE IDENTIFICATION NUMBER: _____	

4. APPLICANT'S INTEREST IN SUBJECT PROPERTY:

[] OWNER (including joint ownership) [] OTHER (describe your interest in the property on the lines provided below and provide the name, address and telephone number of the owner. **Attach written authorization from the owner of the property that they consent to this appeal, or have them sign this application form as a co-applicant.**

5. DESCRIPTION OF PROPOSED USE:

Briefly described the proposed use of the property, including any existing or permitted uses of the property that would be conducted on the site:

6. WAIVER REQUEST(S):

The undersigned applies to the Planning Commission for approval of a waiver (or waivers) to the requirements of Article 5 of the Land Management Code (Subdivision and Land Development Ordinance) as follows (use additional sheets as necessary):

7. JUSTIFICATION:

Provide an explanation as to why a waiver to the requirements of the Ordinance should be approved, citing such factors as unique circumstances of the property, existing improvements, etc. (use additional sheets as necessary):

8. WAIVER EXHIBIT

When a waiver request will be considered by the Planning Commission in conjunction with approval of a site plan or development plan, no additional exhibit is necessary. In cases where the waiver is requested in advance of Planning Commission review of a plan, the applicant shall submit with this application a drawing of the property, showing the property lines, the property's relationship to adjacent streets and buildings, the location of existing buildings on the site and proposed improvements that would occur if the waiver(s) is (are) granted.

9. ADDITIONAL MATERIALS AND FEE COLLECTION:

If desired, supplemental pages may be attached to this application. **Ten (10) copies of this application must be submitted. If the applicant desires to submit supplemental materials, pages, etc., ten (10) copies are required (original photographs and large graphic exhibits excepted). Please do not mount large exhibits to foamcore or other backing, as the exhibit becomes damaged when removed for placement in the file.**

The undersigned agrees to pay all costs in accordance with the current schedule of fees adopted by the Mayor and City Council. Make checks payable to "City of Hagerstown".

9. SIGNATURES

The undersigned hereby affirms that all of the statements and information contained in, or filed with, this petition are true and correct. The undersigned has read the instructions on this form, filing herewith all of the required accompanying information.

Signature of Counsel (if applicable)

Signature of Applicant