



CITY OF HAGERSTOWN, MARYLAND

Planning and Code Administration Department

I-MU DISTRICT USE AND DESIGN STANDARDS

Schedule I

(Last Revised: January 1, 2021)

Submittal Requirements:

Case No. ZS - 20__ - ____

Office Use Only

- Attach this form to the original site plan or development plan application.
- Include an electronic copy of this schedule with the electronic site plan or subdivision application.
- No additional copies are required beyond those required for the plan application itself.
- Filing fee is included in the site plan or development plan fee.

Name and Description of Project: _____

Location of Property: _____ Zoning District: _____
(Please include street address, if known)

Engineering/Survey Company Name: _____

Contact Person: _____ Email: _____

Telephone: _____ Fax: _____

This Chart for Staff Use Only	1 st Review	2 nd Review	3 rd Review
Date Accepted for Processing			
Review Date			
Returned to Design Firm			

Article 4, Section H.8 of the Land Management Code sets certain use limitations and design standards on development in the I-MU (Industrial - Mixed Use) Zoning District in order to implement the hybrid commercial/industrial intent of the district. Certain design requirements can also be found in Article 5.

Exemption: None.

Waiver:

If the developer finds need to stray from any of the requirements of Article 5 (Subdivision and Land Development Ordinance) contained herein due to unique conditions associated with the property, a waiver to that provision is required, and the developer shall complete and submit Schedule W in support of the waiver request.

Instructions to Engineer/Surveyor: In the column marked "Engineer/Surveyor," identify each page which the required item appears on the plan. For items that appear on each page of the plan, use "All." If the item is not applicable, address as not applicable in a note on the plan and reference the page of the plan on which the note appears in the column below. Only addressing the issue as "not applicable" in this checklist is insufficient.

LMC Section	Ordinance Requirements	Engineer/ Surveyor	1 st Review	2 nd Review	3 rd Review	Review Key ✓ = OK 0 = Incomplete N/A = Not Applicable
4.Z	Zoning District: I-MU (not applicable in other districts).					
4.H.8a(1)	Uses identified in the land use chart marked with two asterisks shall not exceed 25% of the GFA of a building.					
4.H.8a(2)	Uses identified in the land use chart marked with two asterisks shall not exceed in the aggregate 20% of the GFA of a group of buildings designed and approved as a unified development.					
4.H.8a(3)	Gasoline sales are prohibited in the I-MU District.					
4.H.8a(4)	Retail shall not be the sole occupant of a building.					
5.I.10.a	Structures should be located at the front of the site, oriented along the public street frontage.					
5.I.10.b	It is preferred that off-street parking spaces be located towards the rear of the lot, behind any buildings and structures. In cases where parking is provided beneath an elevated structure, either underground or in parking decks, the street side portion of the building shall be available for usable office/commercial space excluding driveway and lobby areas.					
5.I.10.c	Projects containing groups of buildings to be devoted primarily to office and/or retail activities shall incorporate amenity areas into the site design. Amenity areas include, but are not limited to, public plazas, courtyards, squares or small parks... See Article 5, Section I.10.c for examples of design elements.					Additional elements shall be considered if the applicant shows the design meets the intent of this section.
5.I.10.d	The facade of a building shall present a public view to the street or pedestrian corridor and architecturally compatible with the existing structures. The exterior wall surfaces of each individual building shall be similar in architectural treatment and materials. For large buildings, modulation shall be incorporated in building designs to reduce overall bulk and mass, with planes of exterior walls not running in one continuous direction more than 100 feet without an offset.					All rooftop equipment shall be shielded so that it is fully screened from public view.
5.I.10.e	Lights illuminating buildings, off-street parking or loading areas shall be arranged and installed so that no material glare or direct light shall spill over into adjacent parcels. Light standards shall not exceed 20 feet in height (including base) and shall be of a directional type capable of shielding the light source from direct view.					Lighting of building facades shall be via units mounted at the cornice line, directed downward.
5.I.10.f	There shall be no outside storage of any equipment, materials or supplies. Trash receptacle enclosures shall be architecturally compatible with the building(s) on site and constructed of the same building material.					
Article 5	Does anything about this development require a reduction or change to the requirements of Article 5? If so, attach a waiver application (Schedule W).					See Schedule W.