

**OFFICE OF PLANNING AND ZONING  
DEVELOPMENT DIVISION**

**CERTIFICATE OF TRANSMITTAL**

MS # \_\_\_\_\_  
SUBDIVISION # \_\_\_\_\_  
PROJECT # \_\_\_\_\_  
C# \_\_\_\_\_

I hereby certify that the enclosed \_\_\_\_\_  
is being submitted for the proposed development of : \_\_\_\_\_

\_\_\_\_\_ located at or near \_\_\_\_\_

\_\_\_\_\_ in the \_\_\_\_\_ Tax Assessment District, Anne Arundel County, Maryland, and includes all the items required by the Subdivision and Development Regulations for a complete submittal.

I understand that if any of the items required are found to be missing from the submittal, it will not be accepted for review by the Office of Planning and Zoning/Development Division, and will be returned as incomplete. The applicant is aware of the above, and will accept all responsibility for delays due to incomplete submittals.

I am enclosing an explanation for each item which I feel is not required and therefore not included with the submittal.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**INSTRUCTIONS**

1. Fill in type of submittal: Site Development Plan, Sketch, Final, Minor, or Amended Plat
2. Fill in official Project Name or Owner's Name
3. Fill in distance to nearest intersection
4. Fill in Tax Assessment District Number