

**ANNE ARUNDEL COUNTY**  
**COMMUNITY MEETING**

DATE: \_\_\_\_\_ PROJECT NAME: \_\_\_\_\_

TYPE OF PRODUCT(S) (RESIDENTIAL TOWNHOUSE, SINGLE FAMILY, COMMERCIAL, ETC):  
\_\_\_\_\_

TAX ACCOUNT #: \_\_\_\_\_

TAX DISTRICT: \_\_\_\_\_ COUNCIL DISTRICT: \_\_\_\_\_

COUNTY COUNCIL PERSON \_\_\_\_\_

TAX MAP: \_\_\_\_\_ BLOCK: \_\_\_\_\_ PARCEL(S): \_\_\_\_\_

ZONING: \_\_\_\_\_ CRITICAL AREA? ( ) IF YES, SELECT DESIGNATION: LDA RCA IDA  
A S IS I G

SERVICE SEWER TYPE (6/(&7 ONE): EXISTING PLANNED NO PLANNED SERVICE

ELEMENTARY SCHOOL: \_\_\_\_\_ OPEN CLOSED (6/(&7 ONE)

MIDDLE SCHOOL: \_\_\_\_\_ OPEN CLOSED (SELECT ONE)

HIGH SCHOOL: \_\_\_\_\_ OPEN or CLOSED (6/(&7 ONE)

PROPERTY LOCATION AND INTERSECTING STREETS:  
\_\_\_\_\_  
\_\_\_\_\_

SKETCH PLAN  FINAL PLAN  PRELIMINARY PLAN  SITE DEVELOPMENT PLAN

PROPOSED MEETING (PRESUBMITTAL, POST-SUBMITTAL) and PROJECT DESCRIPTION:  
\_\_\_\_\_  
\_\_\_\_\_

OWNER \_\_\_\_\_

DEVELOPER \_\_\_\_\_

COMMUNITY MEETING DATE / TIME: \_\_\_\_\_

MEETING LOCATION AND ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

\*\*\*Meetings shall be held within five (5) driving miles of the development site; however, if in the opinion of the Planning & Zoning Officer, the five mile restriction is impracticable, then the meeting shall be held at a location as may be authorized by the Planning & Zoning Officer.\*\*\*

COPY OF SCALED MAP OF MEETING LOCATION IS ATTACHED FOR MEETING LOCATION (REQUIRED)  YES, MEETING IS WITHIN 5 DRIVING MILES OF SITE.

CONTACT PERSON FOR PROJECT: \_\_\_\_\_

Submitted by: \_\_\_\_\_

Telephone # and Email address: \_\_\_\_\_

\*\*\*\*\*  
NOTICE REQUIRED TO BE SENT TO:

- All lot owners within 175 feet of the property to be subdivided
- The President of any community or homeowners' association of any subdivision that is located within 175 feet of the proposed subdivision, or proposed Site Design Plan (See Associations list on County web site)
- The Office of Planning and Zoning, Research & GIS Division
- The Assistant Planning & Zoning Officer - Development Division
- The County councilmember of the Councilmanic District in which the subdivision or Site Design Plan is located and, if the property abuts another Councilmanic district, to that County councilmember.
- County Research Division will forward information for AA County Web Site meeting date. (Required)

**See Instructions for the Code requirements for SUBMISSION MEETINGS (on County web site or County Code Sec.17-2-107)**

Meetings required within the six-month period before the submission of subdivision of property that adjoins a residentially zoned and developed lot, and to a site development plan for commercial, industrial or institutional development that adjoins a residentially zoned and developed lot and to a SDP or subdivision that proposes direct impact to environmentally sensitive areas. See County Code – Section 17-2-107)

For office use: DATE RECEIVED: \_\_\_\_\_ DATE NOTICE TO WEB SITE: \_\_\_\_\_

## ATTACHMENT

### MINIMUM REQUIRED DISCUSSION POINTS FOR COMMUNITY MEETINGS

The following list represents the **MINIMUM** information that must be presented at the Community Meeting. Please confirm with a checkmark that all items have been addressed and the required information provided. This checklist must be submitted with the minutes from the meeting:

- \_\_\_ 1. Project Name (if known).
- \_\_\_ 2. Zoning of the property.
- \_\_\_ 3. Water and sewer type (public or private well and septic).
- \_\_\_ 4. Impacted schools and whether they are open or closed.
- \_\_\_ 5. Number of proposed lots.
- \_\_\_ 6. Type of proposed residential product (single family, townhouse, multifamily, etc.)
- \_\_\_ 7. Approximate road configuration.
- \_\_\_ 8. Approximate location of environmental features on the site.
- \_\_\_ 9. Impact of the proposed development on the environmental features.
- \_\_\_ 10. If the site is in the Critical Area, a delineation of those portions within the IDA, LDA, and/or RCA.
- \_\_\_ 11. Conceptual storm water management.
- \_\_\_ 12. Any modifications that might be required (if known at the time of the meeting).