

GLEN BURNIE SUSTAINABLE COMMUNITY OVERLAY CONCEPT PLAN SUBMITTAL REQUIREMENTS

ANNE ARUNDEL COUNTY
OFFICE OF PLANNING AND ZONING - DEVELOPMENT DIVISION

Application Name: _____

Project #: GBCP-_____ Date: _____

The submission date will not be established until the date that all necessary information has been uploaded. Upon receipt by the review agencies, any necessary plans or attachments deemed incomplete will not be reviewed and may result in denial of the application.

Not all items contained below will necessarily be required for every project. If any items below are not provided, please provide justification/reasoning in the Letter of Explanation.

Note, the Development Application must be completed through Accela Land Use Navigator, available at <https://aca-prod.accela.com/AACO/Default.aspx>.

All submittals shall include the following, as applicable:

1. Written authorization from the property owner allowing the contract purchaser/lessee to act on the owner's behalf
2. Submittal Review Fee: N/A
3. Basic Review Minimum Requirements for **All Projects**
 - a. Glen Burnie Concept Plan Checklist
 - b. Glen Burnie Concept Plan Submittal Requirements checklist
 - c. Letter of Explanation for the project including the following
 - d. Any Modification, Variance, Special Exception, Rezoning or Board of Appeals decision
 - e. A narrative description of how the redevelopment will be compatible with surrounding land uses.
 - f. A narrative description of how the redevelopment meets one or more of the purposes contained in §18-14-601(b) of the Anne Arundel County Code.
 - g. A description of any community enhancements to be provided with the redevelopment, as defined in §18-14-601 of the Anne Arundel County Code.
 - h. Site Plan
 - i. Scalable Cut and paste copy if a plan is presented on more than two sheets
 - j. Covenants, conditions and restrictions attached to the property
 - k. 3D Massing Images
4. Community Meeting and public notice documents: (Per §17-7-303(e))
 - a. Verification that the virtual or in person community meeting criteria has been met;
 - b. List of meeting participants and post meeting commenters including name affiliation (if any), mailing address, and email address;
 - c. Completed Community Meeting Checklist Form;
 - d. Written meeting minutes; Written summary of comments received during and after the community meeting, as well as responses;
 - e. Evidence that a copy of the written summary of comments and responses was sent to each participant at the virtual community meeting, people who commented after the meeting, and to all property owners within 300 feet of the property to be developed.