



St. Mary's County Department of Land Use and Growth Management

23150 Leonard Hall Drive, Leonardtown, Md. 20650
Phone (301) 475-4200, ext. 1500 Fax (301) 475-4672

MINOR SITE PLAN REVIEW CHECKLIST



Control Number _____ Project _____

Applicant _____ Surveyor/Engineer _____

Address _____

Zoning _____ TM _____ BK _____ Parcel _____ Acreage _____

Date _____ Reviewer _____

TEC DATE _____

I. Required Supporting Information

Table with 4 columns: Yes, No, Na, Standard, Reference. Rows include: Deed for property to evidence applicant ownership (Reference: CZO§60.4.1.b), Current tax assessment map (portion showing site location), Variances to regulations requested (Reference: CZO§24.0), Conditional Use Approval Required (Reference: CZO§25.0).

II. Title Information

Table with 4 columns: Yes, No, Na, Standard, Reference. Rows include: Scale (1" =100' preferable) (Reference: CZO§60.4.1.k), Date of original (Reference: CZO§60.4.1.k), Land Use and Growth Management Control Number placed immediately above the title information block (Reference: CZO§60.4.1.k), Project Name (include "Minor Site Plan " in plan title) (Reference: CZO§60.4.1.k), Tax Map, Block, Parcel (Reference: CZO§60.4.1.k), Zoning Overlay (Reference: CZO§60.4.1.k).

III. General Plan Requirements

Table with 4 columns: Yes, No, Na, Standard, Reference. Rows include: Vicinity Map, Scale 1-2000 preferred (Reference: CZO§60.4.1.c.(1)), North Arrow (Reference: CZO§60.4.1.c.(3)), Critical Area Boundary Shown (if applicable) (Reference: CZO§60.4.1.c.(2)).

Notes:

Series of horizontal lines for handwritten notes.

Yes	No	Na	Standard	Reference
			Site Plan	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Accurate Sketch of the lot drawn to scale	CZO§60.4.1.a
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and size of vehicular entrance to the site	CZO§60.4.1.d
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of water and sewer (Septic) facilities, if required	CZO§60.4.1.e
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of existing and proposed parking area and pavement marking for parking area stalls and lanes as required	CZO§60.4.1.f CZO§64.2-64.10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location, dimensions, height, and setbacks for all existing and proposed buildings	CZO§60.4.1.g Schedule 32.1
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Landscaping	CZO§63.2
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Buffer yards	CZO§63.3
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Design	CZO§62.0
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Signs	CZO§65.0
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cubic yards of proposed cut and fill	CZO§60.4.1.i
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Limits of disturbance	CZO§60.4.1.j
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Total Disturbed area	CZO§60.4.1.i
			Environmental Features	CZO§71.2.1.c
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Streams	CZO§71.4
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wetlands	CZO§71.5
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flood Plain	CZO§71.6
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Soils	CZO§71.7.1
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steep Slopes	CZO§71.7.3
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Highly Erodible soils	CZO§71.7.4
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Habitat Protection Areas (FIDS, RT&E, CA Buffer)	CZO§71.8
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Forest Tree Line and clearing	CZO§71.0
			Forest Conservation Requirements	CZO§75.0
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Forest Stand Delineation/Forest Conservation Plan	CZO§75.4 & 75.5
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Declaration of Intent 20,000 sq ft or less	CZO§75.2 & 75.3
			Airport Environs Projects	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If site is in the AE overlay zone, add Airport environs notes. (if required)	CZO§43.5
			Critical Area Projects	
			In addition to this checklist, use the critical area checklist for projects in the critical area.	CZO§41.0

Notes:
