

NOTICE OF APPLICATION

NOTICE OF DIRECTOR LEVEL AMENDMENT PLAN APPLICATION

(To be sent by the applicant, on his/her letterhead, to all individuals included on the Notice List.)

SITE PLAN _____

Name of Plan _____

Current Zoning _____

Number of Proposed Lots/Area Included _____

Geographical Location _____

Date _____

Summary of Amendments _____

The above referenced plan application for a director level amendment has been filed with the Montgomery County Planning Department and is being reviewed under the provisions of the Montgomery County Code and according to the procedures outlined in the *Manual of Development Review Procedures for Montgomery County, Maryland.*

A copy of the proposed plan is enclosed. This plan may change because of specific reviews and changes suggested by M-NCPPC and other county and state agencies. You may participate in this review by sending written comments at any time to the Development Review Division, Maryland-National Capital Park and Planning Commission, 8787 Georgia Avenue, Silver Spring, Maryland 20910-3760, or by contacting the M-NCPPC Lead Reviewer¹.

A copy of this plan has also been sent to the public library closest to the site and the public schools which serve the above site for posting on their listservs if the school or library chooses to do so.

Comments on the proposed plan amendment are due within 15 days of the mailing date of the notice. The Montgomery County Planning Board will **not** hold a public hearing on the above referenced plan application unless the planning director finds that any comment is substantive enough to warrant a public hearing. Written notification of the public hearing date will be sent to you no later than ten days before the hearing if a public hearing will be held. If the planning director determines that a public hearing is not necessary, the application is approved.

If you have any questions, please contact the Montgomery County Planning Department Development Review Division at (301) 495-4595.

Sincerely,

¹ Contact information for the lead reviewer is available by linking to the Development Activity Information Center on the M-NCPPC website at www.mc-mncppc.org/development or by calling the phone number referenced above. Please use the above-referenced plan number when using either of these sources.