

A written Statement of Justification is required for every development application. It should include the following example of information in similar format. Please note that this example Statement of Justification is located digitally at <http://www.pgplanning.org/793/Development-Review-Information>.

STATEMENT OF JUSTIFICATION

Case Name, Application (Case) Number:

Reference the case by both the case name (e.g., “Jones Property”) and the application (“case”) number.

Description of proposed use/request:

Describe the nature of the proposed use or request and provide information related to its character and extent. For example, “Surface mining of sand and gravel on 100 acres in the O-S Zone” or “Departure of 10 of 30 required parking spaces for a private school in the R-R Zone” are more descriptive and informative than simply saying “Mining” or “Departure of 10 spaces.”

Description and location of the subject property:

Describe the geographical location by reference to adjoining roads (e.g., “The subject property is located on the west side of Main Street, 100 feet north of River Drive”), block, parcel lot and street address (if applicable), current zoning and the uses for each adjoining property. For Special Exception and Zoning Map Amendment (“Rezoning”) Applications, provide a delineation of the surrounding neighborhood of which the subject property is a part. Choose neighborhood boundaries based on major roads, bodies of water, ridgelines or other physical barriers.

Description of each required finding:

Identify each applicable section of the Prince George’s County Code (i.e. the Zoning Ordinance or Subdivision Regulation) that pertains to the request and justify each required finding. Some uses or requests may involve numerous sections of the Prince George’s County Code, each of which must be addressed.

Variance Request/s and required findings for each request:

Identify each applicable section of the Prince George’s County Code for which a variance is being sought and justify each required finding found in Section 27-230 of the Zoning Ordinance or Section 25-119 of the Woodland and Wildlife Habitat Conservation Ordinance based on the specific circumstances special to the subject property that sets it apart from other similarly-situated properties. Financial hardship, in and of itself, is not generally regarded as sufficient justification to grant a variance.

Summary/conclusion of request:

Offer a short summary and conclusion for your statement of justification. Be sure to have the document signed and dated by the applicant or the applicant’s representative.