



# M-NCPPC Development Review Application Environmental Submission Requirements

Project Name: \_\_\_\_\_ Applicant's Name: \_\_\_\_\_

Project Number: \_\_\_\_\_ Contact/Agent: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Associated / Previous Project Number(s): \_\_\_\_\_

Note: All appropriate boxes must be checked. **Shaded boxes are not optional responses.** Instructions are attached.

Submission Requirements	Yes	No
1. <b>Natural Resource Inventory</b> (always required; must be approved by EPS staff member and be at the same scale as the associated plan)		
2. <b>Tree Conservation Plan or Standard Letter of Exemption</b> (always required; TCPs must be signed by a qualified professional and be at the same scale as the associated plan)		
3. Impacts to <b>regulated environmental features</b> proposed? If yes, then a Letter of Justification is required that addresses how impacts have been avoided and/or minimized. See Part C of the Environmental Technical Manual for more information.		
4. <b>Variance to Subtitle 25, Division 2</b> , Woodland and Wildlife Habitat Conservation Ordinance requested? If yes, then a variance application and a Letter of Justification are required to address the required findings of Section 25-119(d) for each variance requested.		
5. <b>Variance to Subtitle 25, Division 3</b> , Tree Canopy Coverage Ordinance requested? If yes, then a variance application and a Letter of Justification are required to address the required findings of Section 25-119(d) for each variance requested.		
6. <b>Stormwater Management Plan</b> (always required; an approved concept plan with CDP, CSP or PPS; proposed Site Development Stormwater Management Plan with other applications.		
7. Are <b>Marlboro clays or Christiana complex soils</b> present on the site? If yes, then a geotechnical study is required. A waiver of this submittal requirement may be granted if no disturbance is proposed in the area.		
8. Is this site <b>adjacent to a roadway</b> with an existing or proposed classification of arterial or greater or an existing or proposed railroad or transit right-of-way?		
If yes, a Phase I <b>Noise Study</b> or location of the 65 dBA Ldn noise contour is required. Is a study included or is the location of the 65dBA Ldn noise contour shown on the plan?		

I solemnly affirm upon personal knowledge that the contents of the foregoing submission checklist are true and accurate.

\_\_\_\_\_  
Applicant/Agent's Signature Date

\_\_\_\_\_  
Applicant/Agent's Name (printed)

# Development Review Application Environmental Submission Requirements Instructions

Note: All appropriate boxes must be checked. Shaded boxes are not optional responses. The Environmental Planning Section reserves the right to request additional information later in the process if that information is essential to the review of the subject application for conformance with the County Code. Note that this information package is not required for pre-preliminary plan or departure applications.

1. **Natural Resource Inventory** – A Natural Resource Inventory approved by a member of the Environmental Planning Section (EPS) staff is required with all applications that are entering the development review application process except as noted above.
2. **Tree Conservation Plan or Standard Letter of Exemption** – Required with all applications, except as noted above, whether a previous TCP1 or TCP2 has been approved or not. If a previously approved TCP applies to the current application and the configuration of the proposal is exactly the same, then a copy of that plan may be used to meet this requirement. If an approved TCP for the subject property does not reflect the development proposed with the current application it will not be accepted. If the site has an approved Standard Letter of Exemption, it must be included in the application package; Numbered Letters of Exemption cannot be used for land development applications. For information regarding which TCP type is required with which application type, refer to the Environmental Technical Manual.
3. **Regulated Environmental Features** – If impacts to regulated environmental features are proposed, a Letter of Justification is required. The letter must address how the proposed impacts have been avoided and/or minimized. Refer to Part C of the Environmental Technical Manual for guidance and the thresholds for mitigation.
4. **Variance to Subtitle 25, Division 2** – If variances are proposed to the requirements of the Woodland and Wildlife Conservation Ordinance then a variance request must be submitted as part of the overall development review application process. The standard application form for variance requests must be accompanied by a Letter of Justification that addresses the required findings of Section 25-119(d).
5. **Variance to Subtitle 25, Division 3** – If variances are proposed to the requirements of the Tree Canopy Coverage Ordinance then a variance request must be submitted as part of the overall development review application process. The standard application form for variance requests must be accompanied by a Letter of Justification that addresses the required findings of Section 25-119(d).
6. **Stormwater Management Plan** – A DPW&T approved Stormwater Concept Plan and the associated letter are required for CDP, CSP and preliminary plan application submittals; a proposed (not approved) Site Development Stormwater Management Plan is required for other application submittals.
7. **Marlboro clays or Christiana complex soils** – If Marlboro clays or Christiana complex soils are present; areas available for development may or may not be restricted for development. If either of these geologic features are present a geotechnical study is required to be submitted. A waiver to this submission requirement may be granted if no disturbance is proposed in the area of the problem soils. Contact the Environmental Planning Section with questions.
8. **Noise** – If a proposed development is adjacent to a roadway of a classification of arterial or higher, it is likely that noise levels are above the state noise standards. The noise standard of 65 dBA Ldn applies to residential and residential-type uses such as hotels or day care centers. Applicants can either request that EPS staff run the noise model and provide a location of the unmitigated 65 dBA Ldn noise contour, or the applicant can conduct a Phase I Noise Study and submit it with the application. When using either source of data, the unmitigated 65 dBA Ldn noise contour must be shown on all the plans as measured from the centerline of the roadway.

Other noise sources, such as Andrews Air Force Base, have specific studies that may require the placement of additional noise contours on the plans. This will be done during the review of specific cases and is not required to be provided prior to submittal. For commercial or industrial properties located next to a roadway classified as arterial or greater and the application proposes no residential-type uses such as a hotel or day care center, the “No” box may be checked.