



PLAN REVIEW FEE WAIVER REQUEST FORM

In order to have a fee waiver considered, please complete the following information and email to askplanning@washco-md.net for processing. Requestor will be notified by the Department of Planning and Zoning upon a decision.

NOTE - A copy of the 501(c)3 document must be submitted along with this form in order for the fee waiver to be considered.

Record Number(s): _____

Property Location: _____

8-Digit Parcel Tax ID No.: _____

Property Owner: _____ Telephone: _____

Owner Address: _____

Project Description: _____

Reason for Request: _____

PLAN SUBMITTAL TYPE (SELECT ALL THAT APPLY)

Site Plan __ Residential __ Non-Residential __ Redline

Subdivision Plat __ Preliminary __ Final __ Combined Prelim/Final __ Replat __ Simplified

Preliminary Plat/Site Plan __ Residential __ Non-Residential

Forest Conservation Plan __ Preliminary __ Final __ Combined Prelim/Final __ Exemption

PUD/MX Development Plan __ Preliminary __ Final __ Combined Prelim/Final

Other Plan __ Prelim. Consultation __ Cluster Plan __ Forest Stand Delineation

__ Grading Plan __ Standard Grading Plan __ Standard Stormwater Plan

__ Stormwater Concept Plan __ 2-Year Update __ Town Plan __ Traffic Study

TOTAL AMOUNT OF FEES TO BEE WAIVED \$ _____

(Completed Fee Summary worksheet must be attached, include any anticipated fees for all steps of plan review process)

Have any fees been paid prior to this request? YES NO

If yes, provide record no(s). and amount(s): _____

Signature of Property Owner _____ Date _____

Signature of Applicant/Requestor _____ Date _____

Printed Property Owner Name _____ Telephone _____

Printed Name of Applicant/Requestor _____ Telephone _____

Relationship to Project _____

Please contact the Division of Permits and Inspections to request waiver of any building or trade permit fees.