



**MAYOR AND CITY COUNCIL OF LAUREL  
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT**

8103 Sandy Spring Road • Laurel, Maryland 20707 • (301) 725-5300  
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Application No. \_\_\_\_\_  
EnerGov No. \_\_\_\_\_  
Date Filed \_\_\_\_\_  
PC Meeting \_\_\_\_\_  
Recommendation \_\_\_\_\_  
M&CC Mtg. \_\_\_\_\_  
Decision \_\_\_\_\_  
Ordinance No. \_\_\_\_\_  
Planner Assigned \_\_\_\_\_  
Zoning Sign Issued \_\_\_\_\_

## ***Revitalization Overlay Application***

**APPLICATION MUST BE FILLED OUT IN ITS ENTIRETY. APPLICATION WILL NOT BE PROCESSED UNLESS ALL ITEMS IN THE CHECKLISTS ARE ADDRESSED.\***

☐

COMMERCIAL

☐

RESIDENTIAL

**\*Check all that apply.**

☐

AMENDED

☐

PRELIMINARY

☐

FINAL

### **1. SUBJECT PROPERTY**

Project Name: \_\_\_\_\_

Street Address \_\_\_\_\_

Zoning: \_\_\_\_\_ Lot No.: \_\_\_\_\_ Block: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_

Tax Identification Number/s: \_\_\_\_\_

### **2. APPLICANT**

Name : \_\_\_\_\_

Street Address \_\_\_\_\_ Suite No.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephones: Work: \_\_\_\_\_ Home: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

### **3. PROPERTY OWNER**

Name : \_\_\_\_\_

Street Address \_\_\_\_\_ Suite No.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephones: Work: \_\_\_\_\_ Home: \_\_\_\_\_

### **4. ENGINEER/SURVEYOR**

Name : \_\_\_\_\_

Street Address: \_\_\_\_\_ Suite No.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephones: Work: \_\_\_\_\_ Home: \_\_\_\_\_

## 5. PROJECT DESCRIPTION NARRATIVE

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## 6. REVITALIZATION OVERLAY CHECKLIST

The following items **MUST** be included on the Site and Landscape Plan (Section 20-2.2 Unified Land Development Code (ULDC).)

\*Check off each item in Applicant Column as it applies to the Plan. If *not applicable*, please **explain why** in detail\*

**Submitted/Shown**  
Applicant      Staff Use

- |    |  |  |  |
|----|--|--|--|
| A. | Title of drawing, including name and address of applicant and person responsible for preparation of such drawing, and site location map. |  |  |
| B. | North arrow, scale (1"=30'), date.   |  |  |
| C. | Topography of the site (Minimum five (5) foot contours).   |  |  |
| D. | Slopes of fifteen (15) percent or greater.   |  |  |
| E. | Land within 100-year flood plain.  |  |  |
| F. | Signature Blocks for final plans:  |  |  |



City of Laurel Planning Commission

Approved: \_\_\_\_\_

Date

\_\_\_\_\_

Chairman

\_\_\_\_\_

Secretary



DATE RECEIVED BY DPW: \_\_\_\_\_ DATE RETURNED TO ECD: \_\_\_\_\_

DPW REVIEWER: \_\_\_\_\_ DATE: \_\_\_\_\_

DPW DIRECTOR (OR DESIGNEE): \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED: _____ APPROVED W/COMMENTS: _____ REVIEWED: _____ REJECTED: _____		
<b>G. EXISTING Site Conditions. Locate ALL:</b>		
1. Structures with existing setbacks.		
2. All parking and truck loading areas, showing access and egress.		
3. Location and type of all recreational facilities.		
4. Outdoor storage, if any.		
5. All existing drains, culverts, retaining walls and fences.		
6. Location and species of all landscaping.		
7. Public water facilities.		
8. Fire and other emergency zones, including the location of fire hydrants.		
<b>* All existing structures and physical features to be removed are to be shown as such.</b>		
<b>H. PROPOSED Site Conditions. Locate all proposed:</b>		
1. <u>All</u> structures with setbacks. Exterior elevations of all proposed structures showing the height.		
2. Explanation of use of the proposed structure.		
3. Location of all parking and truck loading areas, showing access and egress.		
4. Outdoor storage, if any.		
5. Provision for pedestrian access.		
6. Location, height, and style of all refuse enclosures.		
7. Location, design and construction materials of all proposed site improvements, including drains, culverts, retaining walls and fences.		
8. Fire and other emergency zones, including the location of fire hydrants.		
I. A computation of the parking requirements and spaces to be provided (See A. below).		
J. A computation of the total area of the lot; the building floor area for each type of proposed use; the building coverage and greenspace.		
K. Location and identification of uses, access points, zoning and other similar information on the properties, lots, tracts, or parcels adjacent and adjoining the Project area.		
L. Location, size and design and construction materials of all proposed signs.		
M. Location and proposed development of all buffer areas, including existing vegetative cover.		
N. General landscaping plan and planting schedule.		
O. Location, design and type of all lighting facilities.		
P. Location, size and type of all stormwater management facilities.		
Q. Legend explaining all symbols used.		
R. General notes area.		
S. Revisions box.		
T. Appropriate fees submitted with the application. (See Fee Schedule)		
<b>Additional Regulations</b>		
<b>A. Parking Area Design Standards</b>		
1. Measurement Units must follow <i>Sec. 20-16.3</i> of the ULDC.		
2. Schedule of Parking Requirements, by use, must follow <i>Sec. 20-16.5</i> of the ULDC.		
3. Required landscaping for parking lots must follow <i>Sec. 20-16.4(d)</i> of the ULDC.		
4. Total number of handicap parking spaces shall be in accordance with <i>Sec. 20-16.4(e)</i> of the ULDC.		
<b>B. Landscaping Regulations:</b>		
1. All landscaping must be in accordance with the <i>Article I Division 15</i> of the ULDC.		
<b>C. Forest Conservation: Must be in accordance with <i>Article V</i> of the ULDC.</b>		
1. Disturbance greater than 40,000 square feet requires the following- a. Forest Stand Delineation (FSD) b. Forest Conservation Plan (FCP)		a. _____ b. _____

Submission Requirements	
1. Completed application and applicable fee submissions.	
2. A copy of the plans is required (24" x 36" only).	
3. A copy of application and Statement of Justification.	
4. Electronic copy of Site & Landscape Plan (AutoCAD Format).	
5. Two (2) mylar originals for final approval signatures.	

Once all of the Final Site and Landscape Plans are approved by the Planning Commission, the applicant may be required to submit the following plans and file for applicable permits with the Department of Economic and Community Development in order to begin construction:

**Sediment and Erosion Control Plans**  
**Storm Water Management Plans**

**Grading Plans**  
**Building Plans**

**I DO SOLEMNLY DECLARE AND AFFIRM UNDER PENALTIES OF PERJURY THAT THE CONTENTS OF THIS APPLICATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.**

**APPLICANT:**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Print Name \_\_\_\_\_

**PROPERTY OWNER** (if different than applicant)

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Print Name: \_\_\_\_\_

<b>Fees</b> (see separate schedule)	<b>Amount</b>	<b>Account #</b>	<b>Date Paid</b>	<b>Initial</b>
Preliminary Plan of Overlay Filing Fee		10-43105		
Final Plan of Overlay Filing Fee		10-43105		
Zoning Sign <b>\$30 each</b> X _____ <b>signs</b> =	\$	10-43105		
Ad Deposit	\$250.00	10-20203		
Transcript Deposit	\$250.00	10-20203		
Fee-in-lieu of open space (Residential only)				
<b>Total:</b>				

**Approval of a Preliminary Overlay Concept Plan expires in three (3) years.**

**Approval of a Final Plan of Overlay expires in one (1) year.**

**FOR STAFF USE ONLY**

<b>Other Zoning Application(s):</b> (i.e. Variances/Special Exceptions, Special Approvals)	<b>Proposed</b>	<b>Required</b>

<b>Previous Application(s):</b>	<b>Approved/Denied</b>
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Referred to the City of Laurel Police Department

Date Referred: \_\_\_\_\_

Referred to the City of Laurel Department of Public Works

Date Referred: \_\_\_\_\_

Referred to the City of Laurel Department of Parks and Recreation

Date Referred: \_\_\_\_\_

Referred to City of Laurel Office of the Fire Marshal

Date Referred: \_\_\_\_\_

Referred to Laurel Volunteer Fire Department

Date Referred: \_\_\_\_\_

Referred to Laurel Volunteer Rescue Squad

Date Referred: \_\_\_\_\_

**Referrals to Other Agencies:**

See overlay agency notification list in Planner Folder

Date Referred: \_\_\_\_\_

Date Referred: \_\_\_\_\_

A referral to \_\_\_\_\_ has been made. Date Referred: \_\_\_\_\_

**Staff Comments:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**STAFF REVIEW**

O = Omission noted

C = Applicable information included in application

N/A = Not Applicable

## **Section 20-13. – Revitalization Overlay Areas.**

### **Sec. 20-13.1. - Purpose and intent.**

It shall be the purpose and intent of Revitalization Overlay (RO) to be an alternative form of development or redevelopment designed to:

- (a) Create additional economic development opportunities for property owners within the City of Laurel to upgrade, enhance, demolish or revitalize their properties using additional flexibility offered the overlay zone, by, among others, offering superior amenities, land uses, or achieving superior land design to warrant intensification or increased density of properties in areas that are targeted for their potential for economic development.
- (b) Enhance the redevelopment of the business corridors within the City of Laurel, and to allow the upgrading of various housing opportunities, which, by their age or state of disrepair, have become obsolete, increasingly vacant, or become contributing to destabilizing property values within the City.
- (c) Enhance opportunities for improvements to the retail, housing, employment or entertainment offerings within the City limits, which are necessary to maintain economic balance and continued prosperity of the City.
- (d) Allow for increased, consolidated, or integrated development in order to meet the need for certain targeted land uses, which may be deficient or missing within the current marketplace.
- (e) Permit the development for a hierarchy of overlay types, which reflect the location and conditions contained within specific areas within the City.
- (f) The conditions and restrictions of such an overlay is considered an optional form of development, which is in addition to the land uses and restrictions contained within the base zoning of any property located within a revitalization overlay.
- (g) Acknowledge that the development and approval of any revitalization overlay zone is a unique and specific approval to a unique parcel or groups of parcels, whose approval is conditioned upon meeting the objectives and specific goals of using such an overlay option.
- (h) Facilitate redevelopment and provisions of specific land uses, configurations, which are recommended for the continued development and economic health, well-being and stability of the neighborhoods of the City.
- (i) Allow intensification or changes in land uses, mixes of land uses, and access based on the ability of the provision of municipal and other public services, the general adequacy of transportation capacity to accomplish such development approvals as deemed necessary by the Mayor and City Council.
- (j) Retain the stability of the retail, restaurant, and entertainment establishments by providing development consistent with the demographics and income characteristics of City residents, and the reduce the exportation of the consumer spending potential of City residents by providing improved offerings to retain the spending by City residents for consumer products and services within City limits, where possible.
- (k) Encourage integrated development, consolidation of properties, in order to reduce access points to major highways; reduce visual confusion inherent in older commercial highway corridors such as U.S. Route 1.
- (l) Increase the attractiveness of the City for the potential of its potential in the areas of employment creation, tourism development, and improvements to its retail and restaurant offerings for business development, stabilization and improvement of its neighborhoods.
- (m) Create a stable redevelopment of the core area of the existing City limits, to make potential annexation of areas which may petition the City to compliment the core area by providing complimentary land uses to build on existing development.
- (n) Revitalization overlays are not permitted by right, but reflect a negotiated development agreement that is unique to a specific proposal, or development that reflects the applicant's ability to achieve the goals and objectives of this alternative form of development. The Mayor and City Council is not obligated to approve any form of optional development if it concludes that the proposal does not meet with the purpose and intent of these regulations. Approvals within any overlay do not usurp or diminish the jurisdiction of the City's Historic District Commission, if the overlay is located within their jurisdiction.
- (o) Setbacks of any type will not be waived, modified, or amended unless alternate methods will provide equal or superior protection to surrounding uses.
- (p) To conclude that the use of this overlay option does not diminish, modify, or in any way alter the applicant's right to development their property using the conventional base zone affixed to the property.

**Sec. 20-13.3. - Development standards for all revitalization overlay areas.**

- (a) It shall be the intent of all overlay areas, that the purpose and intent be met before this optional form of development can be approved. Provisions of additional amenities or the modification of certain development standards shall be based on the conclusion of the Mayor and City Council by, that the proposed development or complex, sufficiently meets the intent of this option. The following elements contained within conventional development regulations for modification, among others, may be considered:
- Building height.
  - Density or intensity.
  - Structured parking.
  - Lot size and coverage or other regulation.
  - Parking and loading requirements.
  - Sign regulations.
  - Landscaping, tree preservation, or preservation of natural area.
  - Screening, fencing, berms, or other features intended for noise attenuation or visual impact.
  - Traffic circulation, traffic generation, site design, refuse disposal areas and utility structures.
  - Adequate public facilities.
- (b) The provision of amenities and other factors which are deemed to exceed conventional development may include, but not be limited to the following:
- Architectural design and details or proposed buildings and parking structures.
  - Comprehensive sign programs.
  - Building materials.
  - Targeted tenants or uses, such as stadium-style seating cinema complexes, upscale restaurants, other entertainment venues, traditional department stores, and other specialty stores selling apparel, books, electronics, food products, and the like.
  - Innovative designs for mixed-use complexes.
  - Under grounding of utilities on site and in the adjacent public right-of-way.
  - Public or scenic spaces, including plazas, fountains or water features and public sculpture or murals.
  - Provision of current technology, "smart buildings", and Internet access, including entertainment facilities for workers, residents, or the public.
  - Upscale multifamily, attached, or detached housing, mixed with other uses or stand-alone.
  - Provision for transit facilities.

**Sec. 20-13.4. - Process for the consideration of a conceptual development proposal within any overlay area.**

- (a) Applicants submitting a proposal for development utilizing the revitalization overlay shall submit a plan in accordance with the Zoning Regulations for revitalization overlay areas, in accordance with the provisions of this article. In addition, the plan(s) shall contain the following:
- A traffic and circulation plan.
  - Plan for re-subdivision (for consolidations).
  - A specific plan for the uses and their design.
  - A phasing schedule, if a multi-phase development is planned.
  - Other studies or plans deemed necessary by the Department of Community Planning and Business Services, as recommended to the Planning Commission.
- (b) After review of a completed application or proposal, the Department of Community Planning and Business Services shall prepare a technical staff report, analyzing the compliance of the applicant's proposal with the intent and purpose of utilizing revitalization zones. The report shall be transmitted to the Planning Commission, who shall hold a public hearing for recommendation to the Mayor and City Council. The requirements for notifying the public of such proposals, including sign posting, shall be the same as that required by the Zoning Regulations for map amendment application.

- (c) Upon receipt of the recommendation of the Planning Commission and staff technical report, the Mayor and City Council shall schedule a review of the proposal and schedule two (2) public hearings on such proposal, including a specific notification to Prince George's County, the Maryland-National Capital Park and Planning Commission, and the Maryland Department of State Planning. After the second public hearing, the Mayor and City Council can approve, reject, or modify the development request for the revitalization overlay option. If the decision of the Mayor and City Council is for approval, such action is a conceptual approval that will enable the applicant to prepare a final site and landscape plan that incorporates all conditions and requirements imposed by the Mayor and City Council at concept stage for review and approval by the Planning Commission.

**Sec. 20-13.5. - Final approval of revitalization overlay area plan.**

- (a) Incorporating all the conceptual design and conditions associated with the approval of any revitalization overlay area proposal, applicants shall submit final plans to the Planning Commission for approval as a site and landscape plan.
- (b) The Planning Commission's review and approval of the application is based on the applicant's conformance with the conceptual approval of the Mayor and City Council, and shall include specific phasing plans, and timetables for completion of any required on-site or off-site improvements, amenities, or any aspect of the concept approval.
- (c) The action of the Planning Commission shall require notice of a public hearing in a newspaper of record.