



**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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Date Filed: _____
EnerGov No.: _____
Planner: _____
Zoning Sign: _____
PC Hearing: _____
PC Decision: _____
Resolution No.: _____

CERTIFICATION OF NONCONFORMING USE APPLICATION

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



RESIDENTIAL



COMMERCIAL

*Check one

1. SUBJECT PROPERTY

Project Name: _____

Street Address: _____

Zoning: _____ Lot: _____ Block: _____

Subdivision Name: _____

Tax Identification No.: _____

2. APPLICANT

Name: _____

Street Address: _____ Suite No.: _____

City: _____ State: _____ Zip Code: _____

Work Phone: _____ Home Phone: _____

Email: _____

3. PROPERTY OWNER (IF DIFFERENT FROM APPLICANT)

Name: _____

Street Address: _____ Suite No.: _____

City: _____ State: _____ Zip Code: _____

Work Phone: _____ Home Phone: _____

Email: _____

4. CURRENT PROPERTY USE

Description: _____

Occupant: _____

Contact Person: _____ Contact Phone: _____

5. PROPERTY DESCRIPTION NARRATIVE

Describe the nature of the property and the nonconforming use. It is recommended that additional documents supporting the previous existence of the nonconforming use, such as written statements, legal descriptions, or deeds, be submitted as attachments to this application.

6. CRITERIA FOR GRANTING CERTIFICATION OF NONCONFORMING USE:

The City of Laurel Planning Commission is authorized to grant Certificates of Nonconforming Use based up on the criteria set forth in Article I Division 11, Section 20-23.5 of the Unified Land Development Code.

Sec. 20-23.5

Satisfactory evidence as to the actual existence of a nonconforming use is a prerequisite to its continuance and shall be established by the issuance of a use and occupancy permit by the building inspector upon approval and certification of such use by the Planning Commission. In addition, it may be supported by written statement(s), based on personal knowledge, containing specific data respecting the exact nature of the use; the location thereof, accompanied by a legal description; the commencing date of such use and continuity thereof as nearly as can be determined; the precise limits of the use as to land area, building, and the like. Such written statement(s) shall be *prima facie* evidence only as to the facts stated therein and shall not be conclusive, even though not contradicted by counter statement(s). The commission, in determining the sufficiency of applications for such permits, shall consider such information as may be made available to it by the Department of Community Planning and Business Services.

Once a Nonconforming Use is established by the Planning Commission, it cannot be expanded, enlarged or changed, per Sec. 20-23.2, Sec. 20-23.3 and Sec. 20-23.4 of the Unified Land Development Code. If an established nonconforming use is abandoned for a period longer than six (6) consecutive calendar months, the right to legally operate the nonconforming use is terminated. An abandoned nonconforming use cannot be re-established except by action of the Board of Appeals as described in Sec. 20-23.1 of the unified land development code.

*****The applicant is responsible for providing a copy of the application and all supporting documents at the time of submittal*****

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: _____

| Fees (see separate schedule) | Amount | Account # |
|-------------------------------------|---------------|------------------|
| Filing Fee | | 10-43105 |
| Zoning Sign | \$30.00 | 10-43105 |
| Total: | | |