

May 28, 2003

**MEMORANDUM**

To: Prince George's County Planning Board

From: Whitney Chellis, Senior Planner  
Subdivision Section

Subject: Applicant's Request for a Fee Waiver for Preliminary Plan 4-03026

On April 7, 2003, the applicant filed Preliminary Plan 4-03026 for 67 lots and 2 parcels for the development of townhouses. The filing fee was \$3,725 (\$2,000.00 base fee + \$25.00 for every lot and parcel). This preliminary plan application was a resubmission of Preliminary Plan 4-00046, which expired.

Because of the identical nature of the two preliminary plan applications, a significant amount of staff review had been completed. However, staff review was required and additional staff time was necessary to bring the application to the Planning Board.

By e-mail dated May 22, 2003, the applicant has requested a 50 percent fee waiver, which would reduce the application fee to \$1,862.50. Staff would support a partial fee waiver based on the base application fee of \$2,000.00; therefore, the application fee for this preliminary plan would be \$2,000.00.