

February 23, 2005

**MEMORANDUM**

**TO:** Prince George's County Planning Board

**FROM:** Susan Lareuse, Planner Coordinator

**VIA:** Steve Adams, Urban Design Supervisor

**SUBJECT:** Request for a Fee Waiver, Comprehensive Design Plan CDP-9006/02

By letter dated January 14, 2005, Paul B. Woodburn, P.E., the engineer for the applicant requested a waiver of the filing fee for Comprehensive Design Plan CDP-9006/02, known as Collington Center. The letter (Woodburn to Adams) indicates that this Comprehensive Design Plan was filed on behalf of the applicant, Marlow Furniture and that Prince George's County, listed as the owner of the property, is a co-applicant for the project.

Staff recommends the granting of the request for a waiver of the filing fee (\$25,000) because Prince George's County is the owner and co-applicant. Further, the review of the subject application is minimized because the issue at hand is exclusively transportation related. The staff's review time will be reduced because of the limited scope of the case. Therefore the staff recommends the granting of the waiver of the entire filing fee.