

May 28, 2003

**MEMORANDUM**

TO: Prince George's County Planning Board

VIA: Steve Adams, Urban Design Supervisor

FROM: Henry Zhang, Urban Design Section, Development Review Division

SUBJECT: Applicant's Request for a Fee Waiver for Detailed Site Plan,  
DSP-03018, Charwood Village

On April 29, 2003, the applicant filed Detailed Site Plan DSP-03018 for approval of a 67-unit townhouse development in the R-30C Zone. The filing fee was \$ 2,670 (\$2,000.00 base fee + \$10.00 for each unit). This detailed site plan application was required by the Special Exception, SE-4435, which was approved on February 28, 2003, for the subject site.

By an e-mail dated May 27, 2003 (Balian to Adams, cc: Zhang), the applicant requested a 50 percent fee waiver and cited that the special exception application has delineated most of the conditions for this case as a reason for his petition.

The submitted plans for the Detailed Site Plan, DSP-03018, are identical to the approved site plans for SE-4435. However, special exceptions and detailed site plans each has its own review focuses. This detailed site plan has gone through the entire detailed site plan review process from the site posting to the public hearing as any other detailed site plan application. Staff supports a partial fee waiver based on the base application fee of \$2,000.00.

**RECOMMENDATION**

The Urban Design staff recommends a partial fee waiver to reduce the application fee for Detailed Site Plan DSP-03018 to \$ 2,000.00.