

IN RE: PETITION FOR ADMIN. VARIANCE  
N/S of Rose Avenue,  
290 ft. E Magnolia Avenue  
13th Election District  
1st Councilmanic District  
(2814 Rose Avenue)

Denise C. Howley  
*Petitioner*

\* BEFORE THE  
\* DEPUTY ZONING COMMISSIONER  
\* OF BALTIMORE COUNTY  
\* CASE NO. 04-090-A

\* \* \* \* \*

FINDINGS OF FACT AND CONCLUSIONS OF LAW

This matter comes before this Deputy Zoning Commissioner as a Petition for Administrative Variance filed by the legal owner of the subject property, Denise C. Howley. The variance request is for property located at 2814 Rose Avenue, which property is located in the Halethorpe area of Baltimore County. The variance request is from Section 400.1 of the Baltimore County Zoning Regulations (B.C.Z.R.), to permit a detached accessory structure (garage) to be built in the front and rear yard in lieu of the rear yard. The subject property and requested relief are more particularly described on Petitioner's Exhibit No. 1, the plat to accompany the Petition for Variance

The Petitioner having filed a Petition for Administrative Variance and the subject property having been posted, and there being no request for a public hearing, a decision shall be rendered based upon the documentation presented.

The Petitioner has filed the supporting affidavits as required by Section 26-127 (b)(1) of the Baltimore County Code. Based upon the information available, there is no evidence in the file to indicate that the requested variance would adversely affect the health, safety or general welfare of the public and should therefore be granted. In the opinion of the Deputy Zoning Commissioner, the information, photographs, and affidavits submitted provide sufficient facts that comply with the requirements of Section 307.1 of the B.C.Z.R. Furthermore, strict

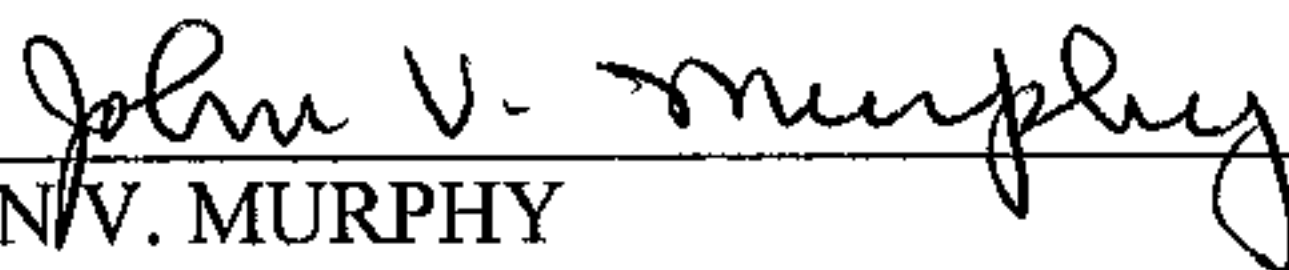
9/22/03  
D. C. Howley

compliance with the B.C.Z.R. would result in practical difficulty and/or unreasonable hardship upon the Petitioner.

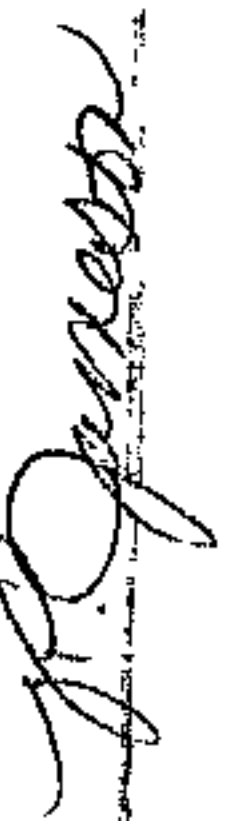
Pursuant to the posting of the property and the provisions of both the Baltimore County Code and the Baltimore County Zoning Regulations, and for the reasons given above, the requested variance should be granted.

THEREFORE, IT IS ORDERED, by the Deputy Zoning Commissioner for Baltimore County, this 22 day of September, 2003, that a variance from Section 400.1 of the Baltimore County Zoning Regulations (B.C.Z.R.), to permit a detached accessory structure (garage) to be built in the front and rear yard in lieu of the rear yard, be and is hereby GRANTED, subject, however, to the following restriction which is a condition precedent to the relief granted herein:

1. The Petitioner may apply for her building permit and be granted same upon receipt of this Order; however, Petitioner is hereby made aware that proceeding at this time is at her own risk until such time as the 30 day appellate process from this Order has expired. If, for whatever reason, this Order is reversed, the Petitioner would be required to return, and be responsible for returning, said property to its original condition.

  
\_\_\_\_\_  
JOHN V. MURPHY  
DEPUTY ZONING COMMISSIONER  
FOR BALTIMORE COUNTY

JVM:raj

9/22/03  


## Zoning Commissioner

Suite 405, County Courts Building  
401 Bosley Avenue  
Towson, Maryland 21204  
Tel: 410-887-3868 • Fax: 410-887-3468



## Baltimore County

*James T. Smith, Jr., County Executive*  
*Lawrence E. Schmidt, Zoning Commissioner*

September 18, 2003

Ms. Denise C. Howley  
2814 Rose Avenue  
Baltimore, Maryland 21227

Re: Petition for Administrative Variance  
Case No. 04-090-A  
Property: 2814 Rose Avenue

Dear Ms. Howley:

Enclosed please find the decision rendered in the above-captioned case. The Petition for Administrative Variance has been granted in accordance with the enclosed Order.

In the event the decision rendered is unfavorable to any party, please be advised that any party may file an appeal within thirty (30) days from the date of the Order to the Department of Permits and Development Management. If you require additional information concerning filing an appeal, please feel free to contact our appeals clerk at 410-887-3391.

Very truly yours,

A handwritten signature in black ink that reads "John V. Murphy".

John V. Murphy  
Deputy Zoning Commissioner

JVM:raj  
Enclosure

Visit the County's Website at [www.baltimorecountyonline.info](http://www.baltimorecountyonline.info)





# Petition for Administrative Variance

## to the Zoning Commissioner of Baltimore County

for the property located at 2814 ROSE AVE. HALETHORPE, MD.  
which is presently zoned D.R. 5.5 <sup>21227</sup>

This Petition shall be filed with the Department of Permits and Development Management. The undersigned, legal owner(s) of the property situate in Baltimore County and which is described in the description and plat attached hereto and made a part hereof, hereby petition for a Variance from Section(s) 400.1 - G PERMIT A DETACHED  
ACCESSORY STRUCTURE (GARAGE) - G BE BUILT IN THE  
FRONT AND REAR YARD IN VIEW OF THE REAR YARD.

of the zoning regulations of Baltimore County, to the zoning law of Baltimore County, for the reasons indicated on the back of this petition form.

Property is to be posted and advertised as prescribed by the zoning regulations.

I, or we, agree to pay expenses of above Variance, advertising, posting, etc. and further agree to and are to be bounded by the zoning regulations and restrictions of Baltimore County adopted pursuant to the zoning law for Baltimore County.

I/We do solemnly declare and affirm, under the penalties of perjury, that I/we are the legal owner(s) of the property which is the subject of this Petition.

### Contract Purchaser/Lessee:

Name - Type or Print

Signature

Address

Telephone No.

City

State

Zip Code

### Attorney For Petitioner:

Name - Type or Print

Signature

Company

Address

Telephone No.

City

State

Zip Code

### Legal Owner(s):

Name - Type or Print

Signature

Name - Type or Print

Signature

2814 ROSE AVE

Address

410-636-2370

Telephone No

HALETHORPE,

City

MD

State

21227

Zip Code

### Representative to be Contacted:

Name

Address

Telephone No

City

State

Zip Code

A Public Hearing having been formally demanded and/or found to be required, it is ordered by the Zoning Commissioner of Baltimore County, this 9/22/03 day of SEPTEMBER that the subject matter of this petition be set for a public hearing, advertised, as required by the zoning regulations of Baltimore County and that the property be reposted.

Zoning Commissioner of Baltimore County

CASE NO.

04-090-A

Reviewed By

SM

Date

08-22-03

Estimated Posting Date

08-31-03

REV 10/25/01

# Affidavit in Support of Administrative Variance

The undersigned hereby affirms under the penalties of perjury to the Zoning Commissioner of Baltimore County, as follows: That the information herein given is within the personal knowledge of the Affiant(s) and that Affiant(s) is/are competent to testify thereto in the event that a public hearing is scheduled in the future with regard thereto.

That the Affiant(s) does/do presently reside at 2814 Rose Ave.  
Address  
Halethorpe Md. 21227  
City State Zip Code

That based upon personal knowledge, the following are the facts upon which I/we base the request for an Administrative Variance at the above address (indicate hardship or practical difficulty):

IRREGULAR TRIANGULAR SHAPED LOT WITH SMALL BACK YARD AND LONG SIDE YARD PROVIDES MORE PRACTICAL SPACE FOR CONSTRUCTION OF A GARAGE BESIDE THE HOUSE. GARAGE IS ALSO NEEDED FOR PROTECTION OF VEHICLES.

That the Affiant(s) acknowledge(s) that if a formal demand is filed, Affiant(s) will be required to pay a reposting and advertising fee and may be required to provide additional information.

Denise C. Howley  
Signature

DENISE C. HOWLEY  
Name - Type or Print

\_\_\_\_\_  
Signature

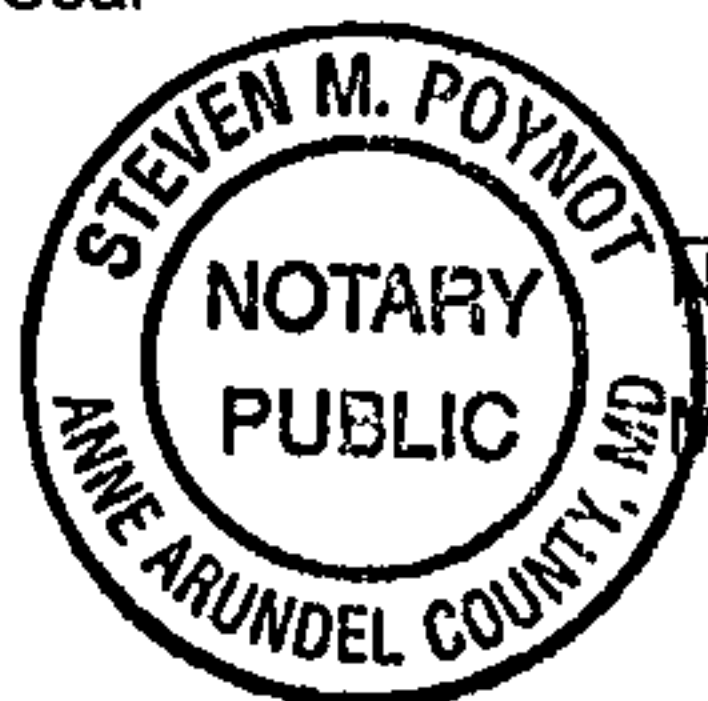
\_\_\_\_\_  
Name - Type or Print

STATE OF MARYLAND, COUNTY OF Anne Arundel ~~BALTIMORE~~, to wit:

I HEREBY CERTIFY, this 23<sup>rd</sup> day of May, 2003, before me, a Notary Public of the State of Maryland, in and for the County aforesaid, personally appeared

Denise C. Howley  
the Affiant(s) herein, personally known or satisfactorily identified to me as such Affiant(s).

AS WITNESS my hand and Notarial Seal



[Signature]  
Notary Public  
My Commission Expires 10/27/03

# Affidavit in Support of Administrative Variance

The undersigned hereby affirms under the penalties of perjury to the Zoning Commissioner of Baltimore County, as follows: That the information herein given is within the personal knowledge of the Affiant(s) and that Affiant(s) is/are competent to testify thereto in the event that a public hearing is scheduled in the future with regard thereto.

That the Affiant(s) does/do presently reside at 2814 Rose Ave.  
Address  
Halethorpe Md. 21227  
City State Zip Code

That based upon personal knowledge, the following are the facts upon which I/we base the request for an Administrative Variance at the above address (indicate hardship or practical difficulty):

IRREGULAR TRIANGULAR SHAPED LOT WITH SMALL BACK YARD AND LONG SIDE YARD PROVIDES MORE PRACTICAL SPACE FOR CONSTRUCTION OF A GARAGE BESIDE THE HOUSE. GARAGE IS ALSO NEEDED FOR PROTECTION OF VEHICLES.

That the Affiant(s) acknowledge(s) that if a formal demand is filed, Affiant(s) will be required to pay a reposting and advertising fee and may be required to provide additional information.

Denise C. Howley  
Signature  
DENISE C. HOWLEY  
Name - Type or Print

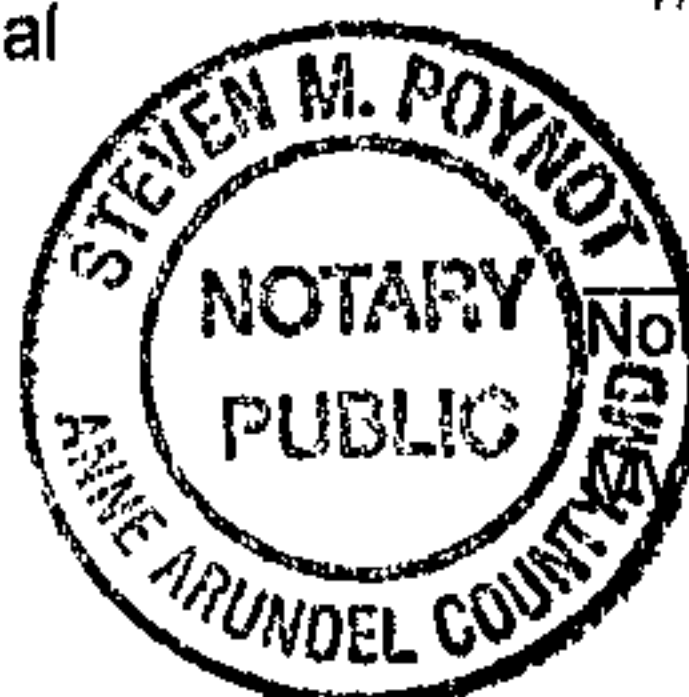
\_\_\_\_\_  
Signature  
\_\_\_\_\_  
Name - Type or Print

STATE OF MARYLAND, COUNTY OF ~~BALTIMORE~~ <sup>Anne Arundel</sup>, to wit:

I HEREBY CERTIFY, this 23<sup>rd</sup> day of May, 2003, before me, a Notary Public of the State of Maryland, in and for the County aforesaid, personally appeared

Denise C. Howley  
the Affiant(s) herein, personally known or satisfactorily identified to me as such Affiant(s).

AS WITNESS my hand and Notarial Seal



[Signature]  
Notary Public  
Commission Expires 10/27/03



# Petition for Administrative Variance to the Zoning Commissioner of Baltimore County

for the property located at 2814 ROSE AVE. HALET HORPE, MD.  
which is presently zoned D.R. 5.5 21227

This Petition shall be filed with the Department of Permits and Development Management. The undersigned, legal owner(s) of the property situate in Baltimore County and which is described in the description and plat attached hereto and made a part hereof, hereby petition for a Variance from Section(s) 400.1 to permit a

DETACHED ACCESSORY STRUCTURE (GARAGE) TO BE BUILT IN  
THE FRONT AND SIDE YARD IN LIEU OF THE REAR YARD.

of the zoning regulations of Baltimore County, to the zoning law of Baltimore County, for the reasons indicated on the back of this petition form.

Property is to be posted and advertised as prescribed by the zoning regulations.

I, or we, agree to pay expenses of above Variance, advertising, posting, etc. and further agree to and are to be bounded by the zoning regulations and restrictions of Baltimore County adopted pursuant to the zoning law for Baltimore County.

I/We do solemnly declare and affirm, under the penalties of perjury, that I/we are the legal owner(s) of the property which is the subject of this Petition.

## Contract Purchaser/Lessee:

## Legal Owner(s):

Name - Type or Print

Name - Type or Print

Signature

Signature

Address

Telephone No.

Name - Type or Print

Signature

City

State

Zip Code

2814 ROSE AVE.

410-636-2370

Address

Telephone No

HALET HORPE,

MD.

21227

City

State

Zip Code

## Attorney For Petitioner:

## Representative to be Contacted:

Name - Type or Print

Name

Signature

Address

Company

City

Address

Telephone No.

City

State

Zip Code

City

State

Zip Code

A Public Hearing having been formally demanded and/or found to be required, it is ordered by the Zoning Commissioner of Baltimore County, this 04 day of April that the subject matter of this petition be set for a public hearing, advertised, as required by the zoning regulations of Baltimore County and that the property be reposted.

Zoning Commissioner of Baltimore County

CASE NO. 04-090-A

Reviewed By SJA Date 08-23-03

REV 10/25/01

Estimated Posting Date 08-31-03

## EXAMPLE 3 -- Zoning Description

3 COPIES

Three copies of the zoning description of your property are required. This is a sample to help you with the description - **DO NOT USE THIS FORM FOR "FILL-IN THE BLANK"**. Type or print the description on 8-1/2" x 11" paper. COPIES OF DEEDS CANNOT BE USED FOR THE DESCRIPTION. The zoning description must be in the following form:

ZONING DESCRIPTION FOR 2814 Rose Ave.  
(address)

Beginning at a point on the North side of  
(north, south, east or west)

Rose Ave. which is 50 feet  
(name of street on which property fronts) (number of feet of right-of-way width)

wide at the distance of 290 feet East of the  
(number of feet) (north, south, east or west)

centerline of the nearest improved intersecting street Magnolia Ave.  
(name of street)

which is 40 feet wide. \*Being Lot # 1  
(number of feet of right-of-way width)

Block \_\_\_\_\_, Section # \_\_\_\_\_ in the subdivision of S&R Homes Inc.  
(name of subdivision)

as recorded in Baltimore County Plat Book # EHK JR. #47 Folio # 25

containing 9,782. Also known as 2814 Rose Ave.  
(square feet or acres) (property address)

and located in the 13 Election District, 1 Councilmanic District.

\*If your property is not recorded by Plat Book and Folio Number, then DO NOT attempt to use the Lot, Block and Subdivision description as shown, instead state: "As recorded in Deed Liber \_\_, Folio \_\_" and include the measurements and directions (metes and bounds only) here and on the plat in the correct location.

Typical metes and bounds: N.87° 12' 13" E. 321.1 ft., S.18° 27' 03" E.87.2 ft., S.62° 19' 00" W. 318 ft., and N.08° 15' 22" W. 80 ft. to the place of beginning.

04 090 9

**BALTIMORE COUNTY, MARYLAND**  
**OFFICE OF BUDGET & FINANCE**  
**MISCELLANEOUS RECEIPT**

*SJA*  
No. 25520

DATE 08 22 03 ACCOUNT RC01006-6150

AMOUNT \$ 65<sup>00</sup>

RECEIVED FROM: DENISE C. HOWARD

FOR: RES LIAB. FIDELITY 65<sup>00</sup>  
TOTAL 65<sup>00</sup>

**DISTRIBUTION**

WHITE - CASHIER

PINK - AGENCY

YELLOW - CUSTOMER

04 C90-A

**PAID RECEIPT**

BUSINESS ACTUAL TIME

8/25/2003 8/22/2003 11:35:15

REG 4605 WALKIN MEL ANN

RECEIPT # 322432 8/25/2003

Dept 5 528 ZONING VERIFICATION

CR NO. 025523

Receipt Tot \$65.00

65.00 OK 00 DA

Baltimore County, Maryland

**CASHIER'S VALIDATION**

CERTIFICATE OF POSTING

RE: Case No.: 04-090-A

Petitioner/Developer: DENISE C. HOWLEY

Date of Hearing/ Closing: SEPT. 15, 2003

Baltimore County Department of  
Permits and Development Management  
County Office Building, Room 111  
111 West Chesapeake Avenue  
Towson, MD 21204

Attention: BECKY HART

Ladies and Gentlemen: This letter is to certify under the penalties of perjury that the necessary sign(s) required by law were posted conspicuously on the property located at # 2814 ROSE AVENUE

The sign(s) were posted on

AUG. 29, 2003

(Month, Day, Year)

Sincerely,

Garland E. Moore

(Signature of Sign Poster and Date)

GARLAND E. MOORE

(Printed Name)

3225 RYERSON CIRCLE

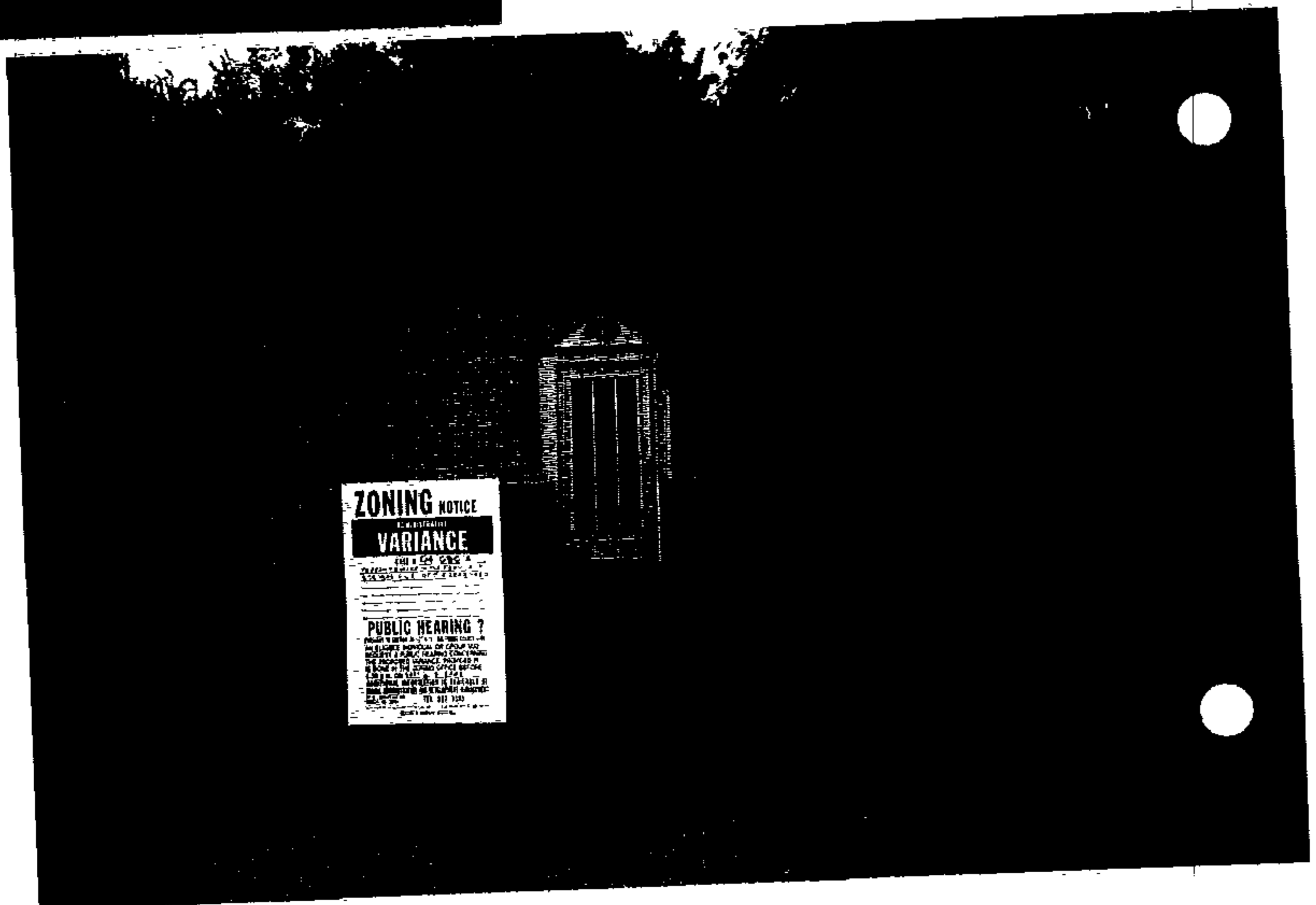
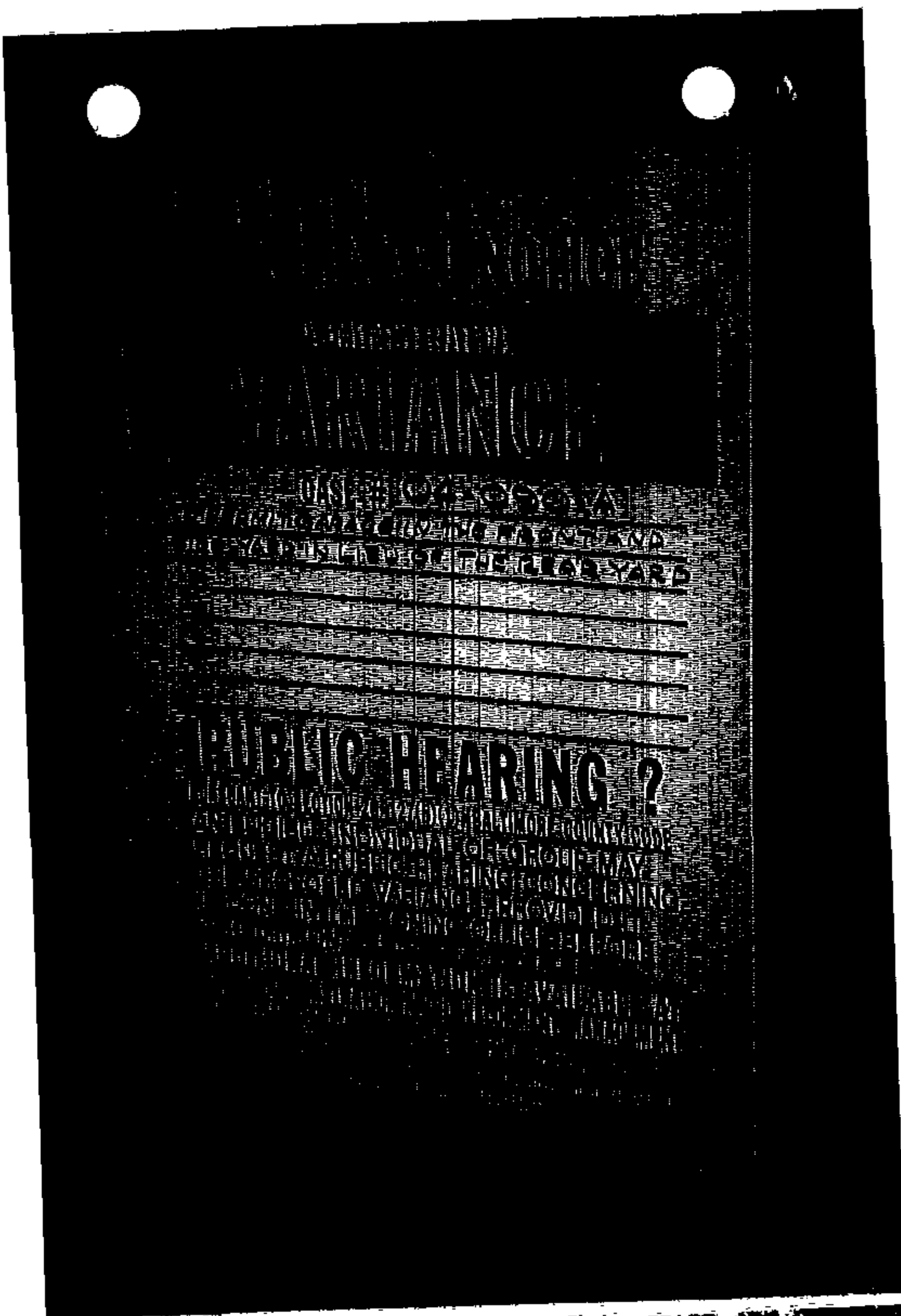
(Address)

BAUTIMORE, MD. 21227

(City, State, Zip Code)

(410) 242-4263

(Telephone Number)



BALTIMORE COUNTY DEPARTMENT OF PERMITS AND DEVELOPMENT MANAGEMENT  
ZONING REVIEW

ADMINISTRATIVE VARIANCE INFORMATION SHEET AND DATES

Case Number 04 090 -A Address 2814 Rose Ave  
Contact Person: John R Alexander Phone Number: 410-887-3391  
Planner Please Print Your Name

Filing Date: 08 22 03 Posting Date: 08 31 03 Closing Date: 09 - 15 - 03

Any contact made with this office regarding the status of the administrative variance should be through the contact person (planner) using the case number

1. **POSTING/COST:** The petitioner must use one of the sign posters on the approved list (on the reverse side of this form) and the petitioner is responsible for all printing/posting costs. Any reposting must be done only by one of the sign posters on the approved list and the petitioner is again responsible for all associated costs. The zoning notice sign must be visible on the property on or before the posting date noted above. It should remain there through the closing date.
2. **DEADLINE:** The closing date is the deadline for an occupant or owner within 1,000 feet to file a formal request for a public hearing. Please understand that even if there is no formal request for a public hearing, the process is not complete on the closing date
3. **ORDER:** After the closing date, the file will be reviewed by the zoning or deputy zoning commissioner. He may (a) grant the requested relief; (b) deny the requested relief; or (c) order that the matter be set in for a public hearing. You will receive written notification (typically within 7 to 10 days of the closing date) as to whether the petition has been granted, denied, or will go to public hearing. The order will be mailed to you by First Class mail
4. **POSSIBLE PUBLIC HEARING AND REPOSTING:** In cases that must go to a public hearing (whether due to a neighbor's formal request or by order of the zoning or deputy zoning commissioner), notification will be forwarded to you. The sign on the property must be changed giving notice of the hearing date, time and location. As when the sign was originally posted, certification of this change and a photograph of the altered sign must be forwarded to this office.

Don't Print Along Dotted Line

Petitioner: This Part of the Form is for the Sign Poster Only

USE THE ADMINISTRATIVE VARIANCE SIGN FORMAT

Case Number 04 090 -A Address 2814 Rose Ave  
Petitioner's Name DENISE C. Howley Telephone 410.636-2570  
Posting Date: 08 - 31 - 03 Closing Date: 09 - 15 - 03  
Wording for Sign. To Permit GARAGE IN THE FRONT & SIDE YARD IN LIEU  
OF REAR YARD.

04-090-07

**DEPARTMENT OF PERMITS AND DEVELOPMENT MANAGEMENT  
ZONING REVIEW**

**ADVERTISING REQUIREMENTS AND PROCEDURES FOR ZONING HEARINGS**

The Baltimore County Zoning Regulations (BCZR) require that notice be given to the general public/neighboring property owners relative to property which is the subject of an upcoming zoning hearing. For those petitions which require a public hearing, this notice is accomplished by posting a sign on the property (responsibility of the petitioner) and placement of a notice in a newspaper of general circulation in the County, both at least fifteen (15) days before the hearing.

Zoning Review will ensure that the legal requirements for advertising are satisfied. However, the petitioner is responsible for the costs associated with these requirements. The newspaper will bill the person listed below for the advertising. This advertising is due upon receipt and should be remitted directly to the newspaper.

**OPINIONS MAY NOT BE ISSUED UNTIL ALL ADVERTISING COSTS ARE PAID.**

---

---

**For Newspaper Advertising:**

Item Number or Case Number: 04-090-A

Petitioner: Denise Howley

Address or Location: 2814 Rose Ave.

PLEASE FORWARD ADVERTISING BILL TO:

Name: Denise Howley

Address: 2814 Rose Ave.

\_\_\_\_\_  
\_\_\_\_\_

Telephone Number: 410-636-2370

Revised 2/20/98 - SCJ

04090A



Baltimore County  
Department of Permits and  
Development Management

Development Processing  
County Office Building  
111 West Chesapeake Avenue  
Towson, Maryland 21204

September 15, 2003

Denise Howley  
2814 Rose Avenue  
Halethorpe, MD 21227

Dear Ms. Howley:

RE: Case Number: 04-090-A, 2814 Rose Avenue

The above referenced petition was accepted for processing by the Bureau of Zoning Review, Department of Permits and Development Management (PDM) on August 22, 2003.

The Zoning Advisory Committee (ZAC), which consists of representatives from several approval agencies, has reviewed the plans that were submitted with your petition. All comments submitted thus far from the members of the ZAC are attached. These comments are not intended to indicate the appropriateness of the zoning action requested, but to ensure that all parties (zoning commissioner, attorney, petitioner, etc.) are made aware of plans or problems with regard to the proposed improvements that may have a bearing on this case. All comments will be placed in the permanent case file.

If you need further information or have any questions, please do not hesitate to contact the commenting agency.

Very truly yours,

A handwritten signature in black ink, reading "W. Carl Richards, Jr.".

W. Carl Richards, Jr.  
Supervisor, Zoning Review

WCR:klm

Enclosures

c: People's Counsel

Visit the County's Website at [www.baltimorecountyonline.info](http://www.baltimorecountyonline.info)



Printed with Soybean Ink  
on Recycled Paper



**Baltimore County  
Fire Department**

700 East Joppa Road  
Towson, Maryland 21286-5500  
410-887-4500

County Office Building, Room 111  
Mail Stop #1105  
111 West Chesapeake Avenue  
Towson, Maryland 21204

September 2, 2003

ATTENTION: Rebecca Hart

Distribution Meeting of: September 2, 2003

Item No.: <sup>090</sup> 088 - 097

Dear Ms. Hart:

Pursuant to your request, the referenced property has been surveyed by this Bureau and the comments below are applicable and required to be corrected or incorporated into the final plans for the property.

7. The Fire Marshal's Office has no comments at this time.

LIEUTENANT JIM MEZICK  
Fire Marshal's Office  
PHONE 887-4881  
MS-1102F

cc: File

**BALTIMORE COUNTY, MARYLAND**  
**INTEROFFICE CORRESPONDENCE**

**TO:** Timothy M. Kotroco, Director  
Department of Permits &  
Development Management

**DATE:** September 26, 2003

**FROM:** *sub* Robert W. Bowling, Supervisor  
Bureau of Development Plans  
Review

**SUBJECT:** Zoning Advisory Committee Meeting  
For September 8, 2003  
Item Nos. 088, 089, 090, 091, 092, 093,  
094, 096, and 097

The Bureau of Development Plans Review has reviewed the subject-zoning items, and we have no comments.

RWB:CEN:jrb

cc: File

# BALTIMORE COUNTY, MARYLAND

## INTER-OFFICE CORRESPONDENCE

**TO:** Timothy M. Kotroco, Director  
Department of Permits and  
Development Management

**DATE:** September 11, 2003

RECEIVED

**FROM:** Arnold F. 'Pat' Keller, III  
Director, Office of Planning

SEP 11 2003

ZONING COMMISSIONER

**SUBJECT:** Zoning Advisory Petition(s): Case 04-090, and 04-093  
Administrative Variance

The Office of Planning has reviewed the above referenced case(s) and has no comments to offer. For further questions or additional information concerning the matters stated herein, please contact Mark A. Cunningham in the Office of Planning at 410-887-3480.

Prepared by:

Mark A. Cunningham

Section Chief:

Lynne Johnson

AFK/LL:MAC

Robert L. Ehrlich, Jr., *Governor*  
Michael S. Steele, *Lt. Governor*



Robert L. Flanagan, *Secretary*  
Neil J. Pedersen, *Administrator*

MARYLAND DEPARTMENT OF TRANSPORTATION

Date: 8.29.03

Ms. Rebecca Hart  
Baltimore County Office of  
Permits and Development Management  
County Office Building, Room 109  
Towson, Maryland 21204

RE: Baltimore County  
Item No. 090 JRA

Dear Ms. Hart:

This office has reviewed the referenced item and we have no objection to approval as it does not access a State roadway and is not affected by any State Highway Administration projects.

Should you have any questions regarding this matter, please contact Larry Gredlein at 410-545-5606 or by E-mail at (lgredlein@sha.state.md.us).

Very truly yours,

Kenneth A. McDonald Jr., Chief  
Engineering Access Permits Division

My telephone number/toll-free number is \_\_\_\_\_

Maryland Relay Service for Impaired Hearing or Speech 1.800.201.7165 Statewide Toll Free

Street Address: 707 North Calvert Street • Baltimore, Maryland 21202 • Phone 410.545.0300 • [www.marylandroads.com](http://www.marylandroads.com)

# ZONING HEARING FILE INTERNAL CHECKLIST

Zoning Case No. 04-090

Date Completed/Initials

9-15-03

PREPARE HEARING FILE (put case number on all papers; hole punch and place appropriately; put label and case number on folder; complete information on stamp on front of folder)

DETERMINE HEARING DATE (schedule within 45 days of filing; post and advertise at least 15 days prior to hearing)

TYPE HEARING NOTICE AND ADVERTISING NOTICE (type according to sample, taking billing information for advertising from advertising form in file; make appropriate copies; mail original and copies of hearing notice; place original advertising notice in Patuxent's box; file copies of both notices in hearing file; update ZAC in computer for hearing date, time and place)

UPDATE ZONING COMMISSIONER'S HEARING CALENDAR (keep original in "red" folder; mail copy to zoning commissioner's office)

COMPLETE FILE (write hearing date, time, and room on front of hearing folder; file in numerical order in cabinet next to copier until it is pulled for sending to zoning commissioner's office)

POSTPONEMENTS (type postponement letter; make appropriate copies; mail original and copies; send copy to zoning commissioner; file copy in hearing file; update hearing calendar and ZAC in computer)

RESCHEDULING (determine hearing date; type letter confirming new date; make appropriate copies; mail original and copies; file copy in hearing file; update hearing calendar and ZAC in computer; refile hearing folder)

INDEX CARDS (prepare index cards, according to sample; file cards in cabinet)

ADVERTISING/POSTING CERTIFICATES (check off on front of hearing file; put certificates in file)

COMMENTS (check off agency comments received on front of hearing file; make copies; type comments letter; mail original to petitioner; file copy in hearing file)

FILES TO ZONING COMMISSIONER'S OFFICE (pull the files for the following week every Friday and administrative files on Tuesday; verify that checklist on front of hearing file has been completed; secure all papers under clips in file; send files for hearings to zoning commissioner's office by noon on Friday and files for administrative on Tuesday morning)

# PLAT TO ACCOMPANY PETITION FOR ZONING ☒ VARIANCE ☐ SPECIAL HEARING

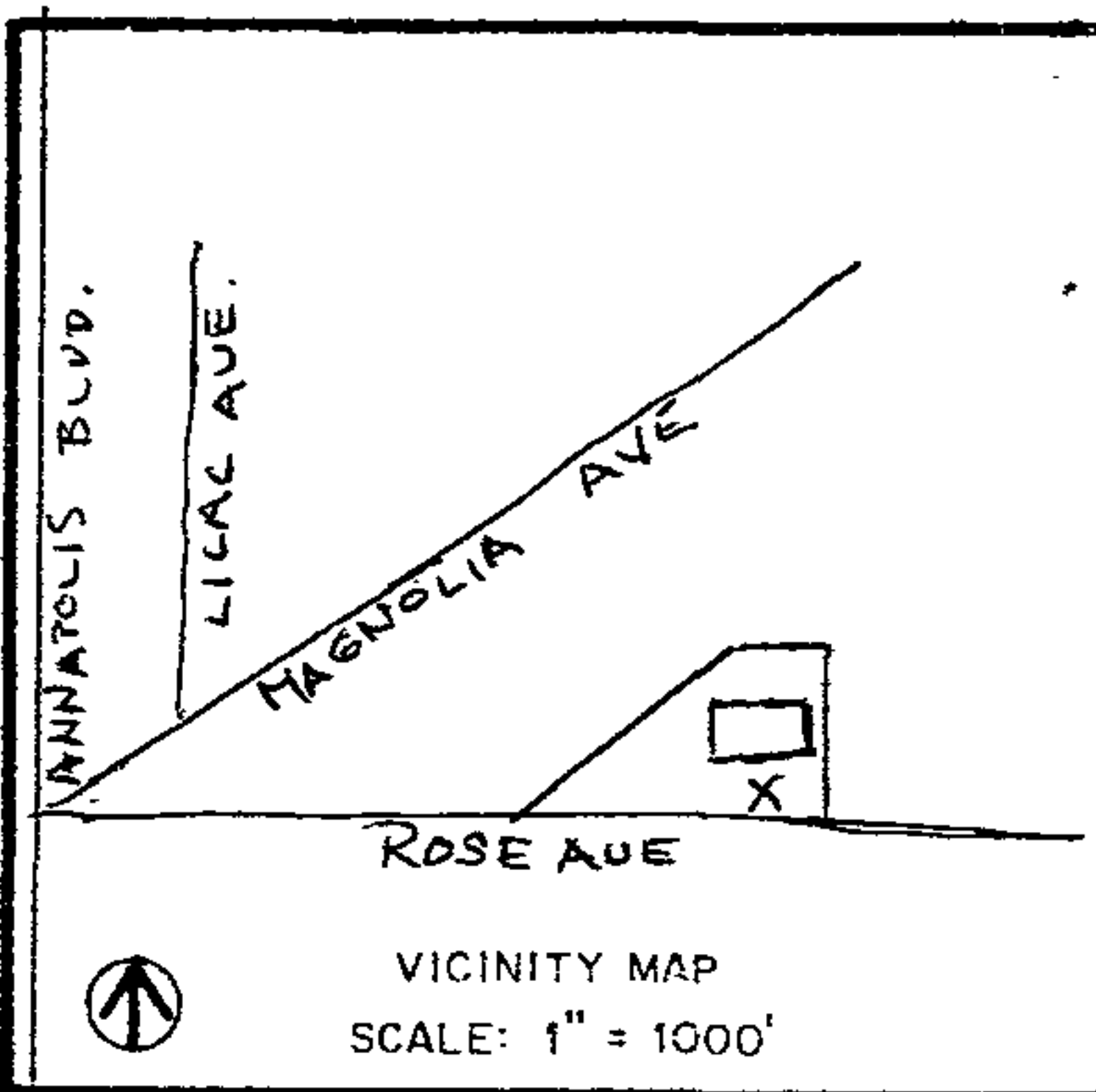
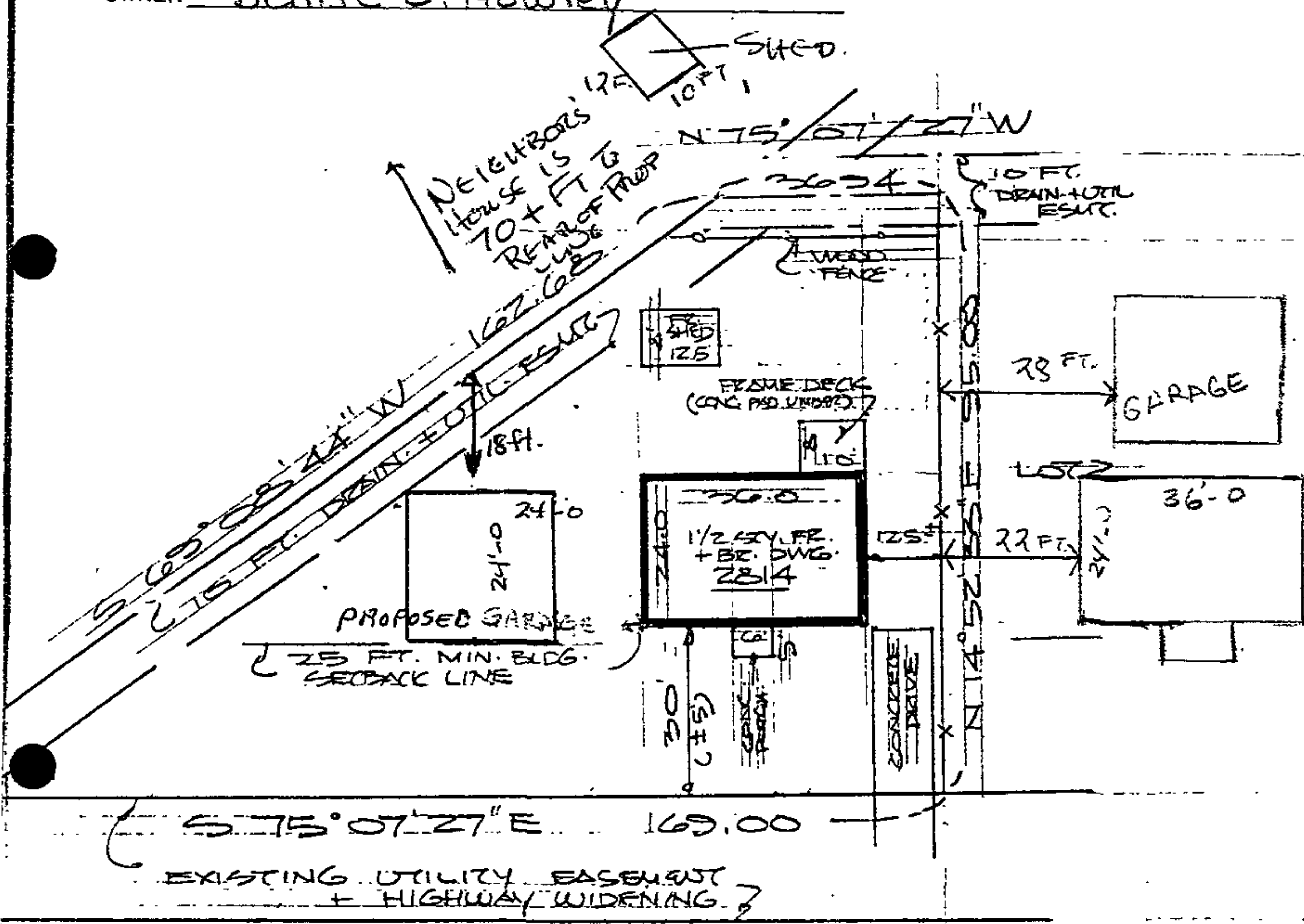
PROPERTY ADDRESS 2814 Rose Ave.

SEE PAGES 5 & 6 OF THE CHECKLIST FOR ADDITIONAL REQUIRED INFORMATION

SUBDIVISION NAME S & R HOMES, INC.

PLAT BOOK # 47 FOLIO # 25 LOT # 1 SECTION #     

OWNER Denise C. Howley



**LOCATION INFORMATION**

ELECTION DISTRICT 13

COUNCILMANIC DISTRICT 1

1" = 200' SCALE MAP # S.W. 5-B

ZONING D.R. 5.5

LOT SIZE .2245 9,782  
ACREAGE SQUARE FEET

|       |                                     |                          |
|-------|-------------------------------------|--------------------------|
|       | PUBLIC                              | PRIVATE                  |
| SEWER | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| WATER | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

|                              |                          |                                     |
|------------------------------|--------------------------|-------------------------------------|
|                              | YES                      | NO                                  |
| CHESAPEAKE BAY CRITICAL AREA | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 100 YEAR FLOOD PLAIN         | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| HISTORIC PROPERTY/ BUILDING  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

PRIOR ZONING HEARING NONE



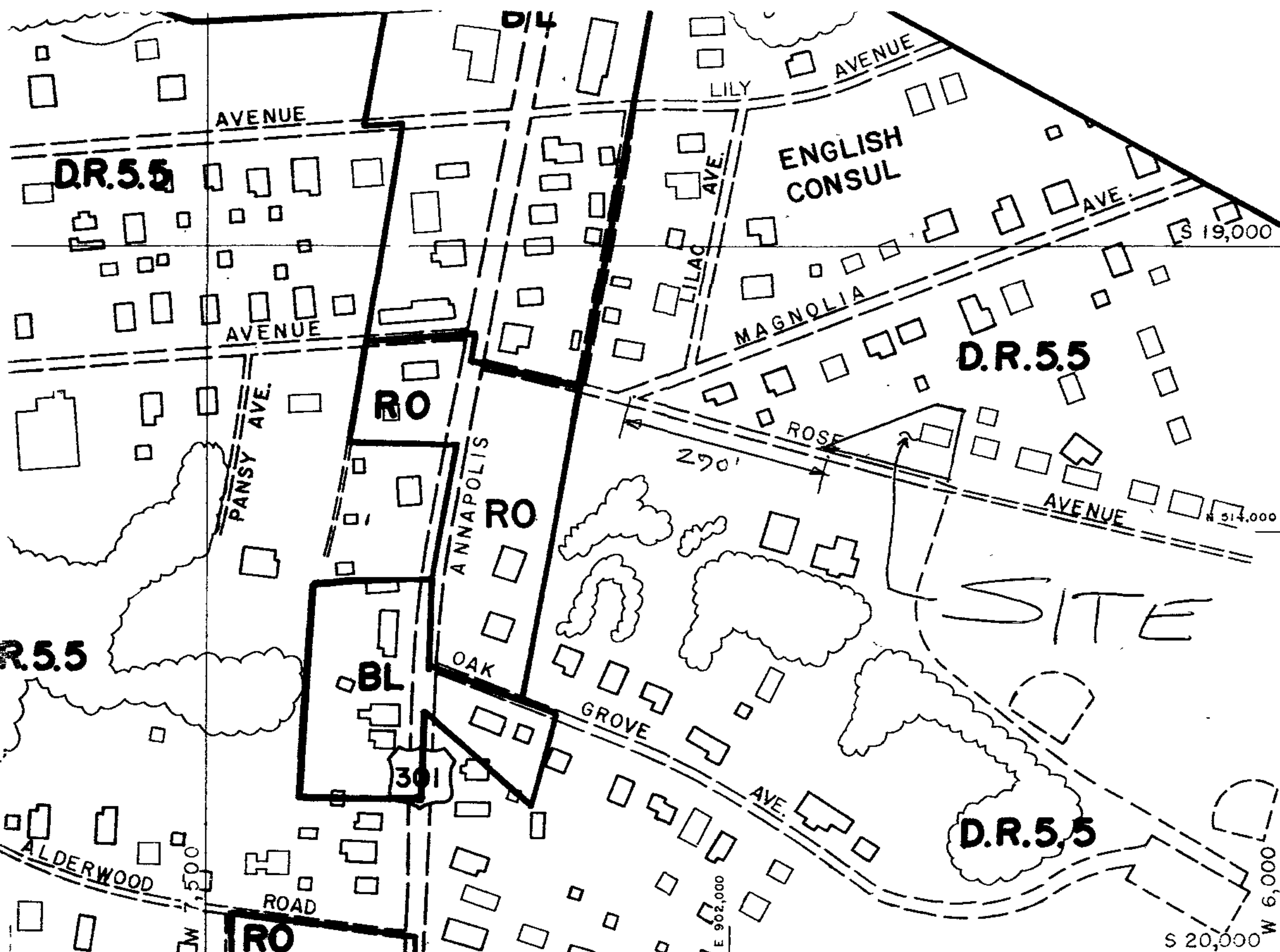
PREPARED BY RC.

SCALE OF DRAWING: 1" = 30'

**ZONING OFFICE USE ONLY**

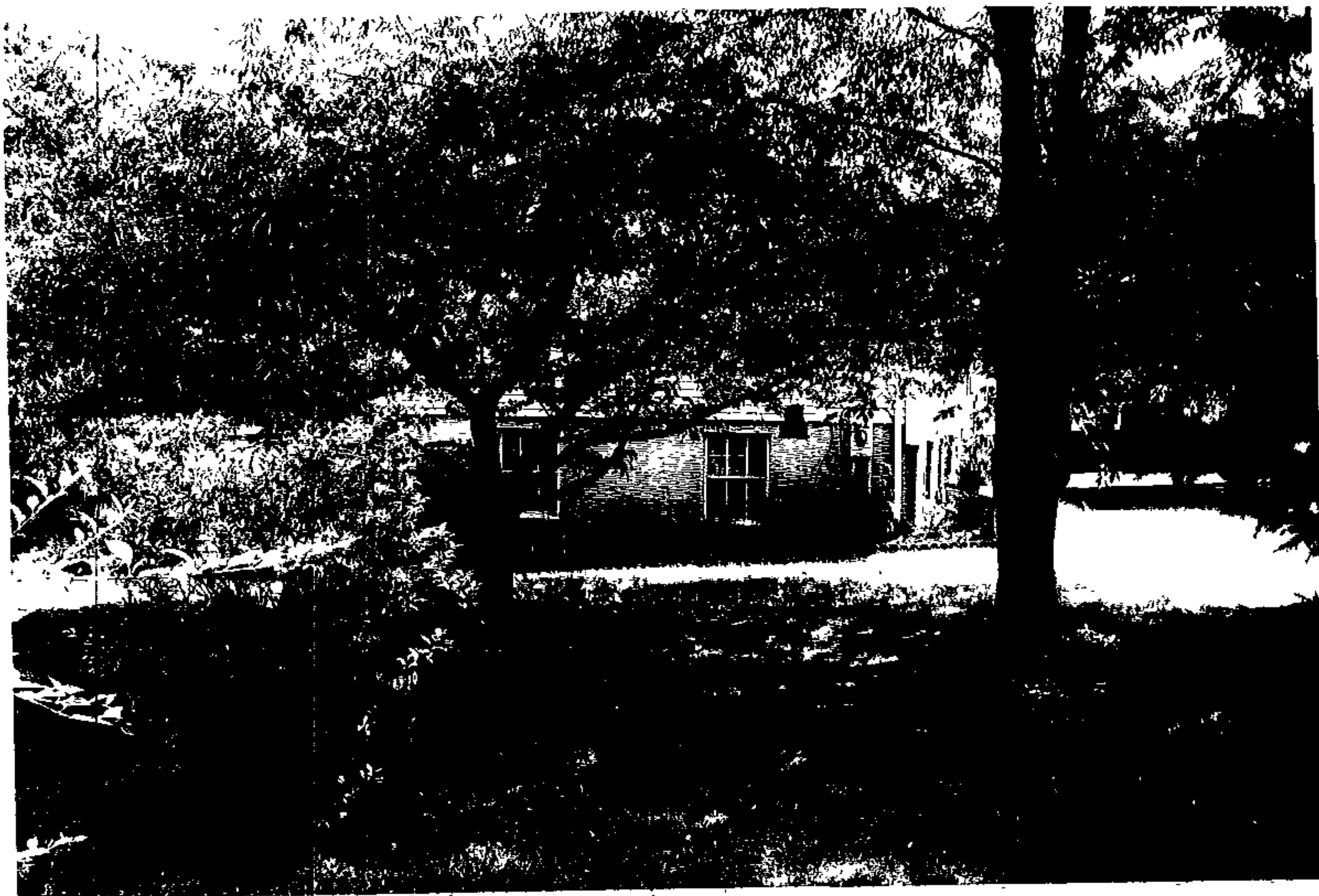
REVIEWED BY 807 ITEM #      CASE # 04-090-7

*Det. C. #7*



| SCALE               | LOCATION  | SHEET |
|---------------------|-----------|-------|
| 1" = 200' ±         | LANSLOWNE | S. W. |
| DATE OF PHOTOGRAPHY | 040907    | 5-B   |

3W 9 0



PROPOSED GARAGE SITE



2814 ROSE AVE.

04.090. A



BACK YARD OF PROPERTY  
2814 ROSE AVE

04.090.A