



APPLICATION # 22-01  
DATE FILED 2/25/22

**TOWN OF BURKITTSVILLE**

Application for Subdivision  
Zoning Administrator

[ZA.Burkittsville@gmail.com](mailto:ZA.Burkittsville@gmail.com)

Burkittsville, MD 21718

(240) 772-1644

**I. Applicant**

Property Owner(s)	Representative (if different than the Property Owner)
Name <u>SMC Real Estate LLC</u>	Name _____
Address <u>8305 Bolivar Road</u>	Title _____
City/State/Zip Code <u>Middletown, Md. 21769</u>	Address _____
Phone <u>240-575-1109</u>	City/State/Zip Code _____
E-mail <u>tony.brusco@smcdairy.com</u>	Phone _____
	E-mail _____

Property Owner(s) Signature(s)\* Tony Brusco Date 2/17/2022  
\_\_\_\_\_ Date \_\_\_\_\_

*By signing this application, I (the Property Owner) certify that the information in the application is correct to the best of my knowledge. If applicable, I give the Representative permission to represent me regarding this request. I also give the Town of Burkittsville employees and members of the Planning & Zoning Commission the right to review plans, materials, and conduct an on-site review of my property, if needed.*

\* The signature of all Owners of the Property is required for the application to be processed.

**II. Property**

Property Location: 103 East Main Street, Burkittsville, Md. 21718

Tax Map: 74D Parcel: 11

Property Tax Account Number: 22-431005

Zoning District (Historic Village (HV) or Agricultural District (AG)): HV & AG

Property Size (acres, sq. ft.): 1.8821 acres, 81,986 sq. ft.

Number of Lots Proposed: 1

Proposed Lot Size(s) (acres, sq. ft.): 1.8821 acres, 81,986 sq. ft.

Current Property Use: Residential

Other associated pending permits (if applicable): \_\_\_\_\_

(Note: Property information is available at [www.dat.state.md.us](http://www.dat.state.md.us))

**III. Project**

*Directions: Address each item below. Attach additional pages as needed. If not applicable, write N/A.*

**A. Describe the Proposal**

Subdivide a 1.8821 acre lot containing existing house from the 93.20 acre farm.

**B. Identify any relevant past subdivisions involving the property:**

N/A

**C. What is the status of the proposal relative to any County or State approvals?**

Frederick County Agricultural Preservation Advisory Board has approved the lot proposal.

**D. How does the proposal comply with Burkittsville's Comprehensive Plan?**

Complies

**E. How does the proposal comply with Burkittsville's Zoning Ordinance, including minimum lot size and setbacks?**

Complies

**F. Describe other lot configurations considered. Why was the proposed configuration selected?**

Lot configuration was selected to contain the existing house and appurtenant accessory structures. Further, to allow room for private well and private sewage disposal area.

**G. Do any subdivided lots extend across zoning districts or Town boundaries? Describe where and why this has occurred (and identify it on supporting materials).**

The proposed lot is primarily within the HV zone. A small trapezoidal area of approximately 765 sq. ft. of VA zone is located within the rear portion of the proposed lot.

**H. Describe how each newly created lot will access a public street(s). Discuss anticipated future access points, any changes that may be required to the existing street(s) and/or traffic control devices, and what impact the subdivision will have on existing traffic:**

Access will be by way of an existing driveway. No impact to existing traffic.

**I. Describe any current and proposed easements:**

Standard 6 foot drainage and utility easement along all lot lines will be created.  
Current easement with Perpetual Rural Legacy Easement, L. 7205 F. 20.  
A 12 foot wide easement for ingress and egress, shown on the plat.

**J. Describe any proposed land dedications and whether present or future improvements will need to be made to the proposed dedicated area. Describe the cost of such improvements and the proposed responsibility for maintaining any proposed dedicated area:**

Road dedication of 25 feet from centerline of East Main Street will be provided. No road improvements proposed.

**K. Are any buildings anticipated to be constructed or demolished?**

No.

**L. Describe the proposed future uses of the subdivided properties?**

Continue with residential use.

**M. Describe how the proposal meets the subdivision design standards per Article IX, Section 9.19:**

Complies with design standards.

**N. Describe any on-site, off-site, or street improvements proposed per Article IX, Section 9.20:**

None proposed.

**O. Describe feedback to the proposal received from neighbors or residents and how have any issues or concerns been addressed:**

No feedback known.

**P. Provide any additional relevant details associated with the proposal, such as conditions of approval:**

This is a standard division containing existing house and appurtenant accessory structures.

**IV. Filing**

Affirm that the following steps and project materials have been provided along with the application (incomplete applications will not be processed). See minimum requirements of Article IX, Section 9.18.

- Preliminary Plat
  - Electronic copy of the plat
  - Hard copy prints of the plat
- List of names and addresses of adjoining property owners
- Supplementary documents or information, including copies of property deeds, right-of-way, easements, covenants, and encumbrances
- Submission of the Preliminary Plat to County and State agencies, including:
  - County Health Department
  - County Division of Planning and Permitting
  - State Highway Administration (if applicable)
  - Any additional agencies as necessary

\*Note that as an application progresses, an Improvement Plan and Final Plat must be provided (as applicable).

**V. Plat Requirements**

- Affirm that the plat has been produced consistent with the requirements of Article IX, Section 9.21.

**VI. Fees**

- Affirm that all application fees to the Town of Burkittsville have been paid.

For Internal Use Only

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Complete Application received (date): 3/14/22

Application received on behalf of the Town of Burkittsville by:

(print) Paul Goldstein, Zoning Administrator

(signature) 