

PAI – POLICY NO. II.g

POSTING OF MINOR SUBDIVISIONS

Please be advised that as of January 1, 2002, Baltimore County will require the posting of official notice on all property for which a minor subdivision is proposed. Posting will be required for all minor subdivision projects accepted for filing by the Department of Permits Approvals and Inspections (PAI) after December 31, 2001.

Subsequent to the filing of a plan for a minor subdivision, a sign shall be conspicuously posted in the same manner and location as otherwise required by the Zoning Review Office on the lot, parcel or tract that is the subject of the proposed minor subdivision. The property must be posted for a minimum of **ten** (10) consecutive days.

The applicant is responsible for the posting of the property. The applicant, the applicant's attorney, engineer or surveyor shall only do such posting and shall only use a sign approved by PAI. In the alternative, the applicant may use a Zoning Office approved sign poster.

Certification of the posting shall be in the same format and manner as required for zoning hearings. The certification and photographs, which are to be signed and dated by the poster of the signs, shall be submitted to the PAI's Division of Development Management, to the attention of the minor subdivision coordinator. The certification and photographs must be received and be accepted for filing prior to the return of the first plan review comments to the applicant or the consultant.

The following information shall appear on the sign:

1. Name of minor subdivision as it was filed.
2. MS file number and/or PAI file number.
3. Acreage and number of proposed lots.
4. Name of the applicant.
5. A note stating "Information about the proposed subdivision may be obtained by calling (name of the applicant's surveyor at telephone number) or by calling the PAI Division of Development Management at 410-887-3335."

Please contact the Zoning Review Office for a list of approved sign posters.

The purpose of the posting is simply to provide preliminary notice to adjoining property owners that a minor subdivision is being proposed rather than subsequent to its approval.

NOTICE OF
PROPOSED MINOR SUBDIVISION
FOR

(Optional - insert name of applicant's surveyor and phone number)

MS Number _____ PAI Number _____

Site Acreage _____

Number of Proposed Lots _____

Name of Applicant _____

Information about the proposed subdivision may be obtained by calling

_____ at _____
(Name of applicant's surveyor) (Phone number)

or by calling the Baltimore County Department of Permits Approvals and
Inspections Division of Development Management at 410-887-3335.

BALTIMORE COUNTY

DEPARTMENT OF PERMITS APPROVALS AND INSPECTIONS (PAI)

111 W. CHESAPEAKE AVENUE, ROOM 123

TOWSON, MD 21204

410-887-3335

(Sign dimensions – 3 feet high by 2 feet wide)