



TOWN OF POOLESVILLE
19721 Beall Street
P.O. Box 158
Poolesville, MD 20837
301-428-8927
www.poolesvillemd.gov

SEWER ALLOCATION APPLICATION

An applicant must meet several eligibility criteria before an allocation request can be considered:

- For a proposed commercial or institutional facility, a Site Plan must be approved by the Planning Commission, except where a site plan is not required by the Zoning Ordinance.
- Where a site plan is not required by the Zoning Ordinance, a Building Permit application must be approved by the Town.
- For a proposed residential Subdivision, as defined by the Subdivision Regulations, a Preliminary Plan must be approved by the Planning Commission.
- For an existing lot of record, allocation is hereby granted by right with the approval of a building permit and is an administrative process.

1. Date: _____, 20_____

2. Applicant's Name:* _____

Address: _____

Phone: _____ Fax: _____

Email: _____

3. Property Owner's Name: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

4. Legal Description of the Subject Property (list all parcels that apply)

Property Address: _____

Tax Map # and Parcel: _____

Deed Book and Page #: _____

Liber and Folio(s): _____

Property Area in Square Feet or Acres: _____

5. Description of Project and Proposed Use(s) of the Property (attach plans):

*Applicants include: Property Owner(s), Engineer(s), Surveyor(s), or consultant(s)

6. Description of the Existing (or Former) Use(s) of the Property and Current Zoning:

7. Attach Copy of approved site plan, approved Preliminary Plat, or similar plan applicable to the project, as applicable.

8. Anticipated Start Date: _____ Duration of Work: _____ calendar day
Anticipated Date of first occupancy _____ Anticipated Completion of build-out _____

9. Sewer Required (gallons per day) Have: _____ Requested: _____
Water Required (gallons per day) Have: _____ Requested: _____

10. Proposed phasing of the project, if applicable.

11. Detailed description of how the project meets the Town's priorities set forth in the current Comprehensive Master Plan such as downtown development projects, special uses and architectural aesthetics:

Questions 13-17 apply to Commercial Uses/Businesses Only

12. Trade Name: _____

13. # of Employees (at full capacity): _____

14. # of guest/patrons (at full capacity): _____

15. # of seats (at full capacity): _____

16. # of meals prepared daily (restaurants, banquet halls, etc.): _____

17. Additional information the Town may request to aid in the decision to accurately account for and/or reconcile Town water and sewer capacity:

18. If the use of mixed, specify the percentage of usage:

Type _____ / _____ % Type _____ / _____ %

19. Fee Included \$ _____ \$50.00

I hereby certify that the information shown herein is correct, and that the construction will comply with the approved plans, and I hereby acknowledge and accept this to be a condition for the issuance of this permit.

Applicant's Signature

Date

Property Owner's Signature

Date

Please submit an original completed application to:

Town of Poolesville
19721 Beall Street
P.O. Box 158
Poolesville, MD 20837

Town Use Only

Fee:

Approved

Denied

Comments: _____

Signature: _____ Date: _____