

# TRANSMITTAL

<b>TO:</b>	<b>DATE:</b>
	<b>PROJECT:</b>
	<b>VIKA PROJECT NO.:</b>
	<b>REFERENCE:</b>
<b>ATTENTION:</b>	<b>PHONE:</b>

WE TRANSMIT	THE FOLLOWING	FOR YOUR
<input type="checkbox"/> As per your request	<input type="checkbox"/> Prints/Mylars	<input type="checkbox"/> Reports
<input type="checkbox"/> By E-Mail	<input type="checkbox"/> Specifications	<input type="checkbox"/> Computations
<input type="checkbox"/> By Messenger	<input type="checkbox"/> Proposal	<input type="checkbox"/> Samples
<input type="checkbox"/> Overnight	<input type="checkbox"/> Letter	<input type="checkbox"/> Check & Fee Schedule
	<input type="checkbox"/> Invoice	<input type="checkbox"/> Submission
		<input type="checkbox"/> Approval
		<input type="checkbox"/> Review & Comment
		<input type="checkbox"/> File/Use

# of COPIES	DESCRIPTION

**Comments:**

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If enclosures are not as noted, please notify VIKA at once.

**NAME:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

VIKA Maryland, LLC  
 20251 Century Blvd.  
 Suite 400  
 Germantown, MD 20874  
 301.916.4100  
 vika.com

# TRANSMITTAL

<b>to: Montgomery County Hearing Examiner</b>	<b>DATE:</b> 08/27/2025
Office of Zoning and Administrative Hearings	<b>PROJECT:</b> Notley Road
100 Maryland Avenue, Suite 200	<b>VIKA PROJECT NO.:</b> 50728A
Rockville, MD 20850	<b>REFERENCE:</b> H-159
<b>ATTENTION:</b>	<b>PHONE:</b>

WE TRANSMIT	THE FOLLOWING	FOR YOUR
<input type="checkbox"/> As per your request	<input type="checkbox"/> Prints/MyLars	<input type="checkbox"/> Reports
<input type="checkbox"/> By E-Mail	<input type="checkbox"/> Specifications	<input type="checkbox"/> Computations
<input checked="" type="checkbox"/> By Messenger	<input type="checkbox"/> Proposal	<input type="checkbox"/> Samples
<input type="checkbox"/> Overnight	<input type="checkbox"/> Letter	<input type="checkbox"/> Check & Fee Schedule
	<input type="checkbox"/> Invoice	<input checked="" type="checkbox"/> Submission
		<input type="checkbox"/> Approval
		<input type="checkbox"/> Review & Comment
		<input checked="" type="checkbox"/> File/Use

# of COPIES	DESCRIPTION
	See attached list for revised plan submission

**Comments:**

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If enclosures are not as noted, please notify VIKA at once.

**NAME:** Chanda Beaufort

**TITLE:** Associate



EXHIBIT NO. 1(b)  
 REFERRAL NO. H-159

# Notley Road Local Map Amendment

## List of Application Documents

Indicates revised or new plans

Sheet #	Sheet Title
	Notley Road List of Application Documents
	Notley Road LMA Checklist
1.i.	Notley Road FZP Application Form
1.ii.	Notley Road LMA Application Form
1.iii.	Notley Road Owner Authorization Letter
2.	Notley Road LMA Sign Location Plan
3.i.	Notley Road Disclosure Statement - Notley Assemblage
3.ii	Notley Road Disclosure Statement - Zachary Parzow
3.iii	Notley Road Disclosure Statement – Bernard Kaplan
4.	Notley Road Land Use Report
5.i.	Notley Road ACPO List – HOAs and Civic Associations
5.ii.	Notley Road ACPO List – Adjoining Property Owners
5.iii.	Notley Road ACPO List – Parties of Interest
6.	Notley Road Certified Zoning Map
7.	Notley Road ID PLAT
9.	Notley Road LEGAL DESC
10.i.a.	Notley Road FZP01
10.i.b.	Notley Road FZP02
10.i.c.	Notley Road FZP03
10.ii.	Notley Road Open Space
10.iii.	Notley Road Schematic SWM
10.iv.	Notley Road Concept Grading and Utilities
10.v.	Notley Road Recreation
10.vi.	Notley Road Circulation
10.vii.	Notley Road Draft Declaration of Covenants
10.viii.	Notley Road Fire Access Plan
10.ix.	Notley Road Surrounding Neighborhood Plan
11.i.	Notley Road PFCP Application
11.ii.	Notley Road PFCP Cover
11.iii.	Notley Road PFCP Approvals
11.iv.	Notley Road PFCP Composite
11.v.	Notley Road Tree Variance Request
11.vi.	Notley Road PFCP Sign Location Plan
11.vii.	Notley Road PFCP Sign Posting
12.i.	Notley Road LATR
12.ii.	Notley Road LATR Technical Attachments
13.	Notley Road Simplified NRI
14.i.	Notley Road Landscape 3D Rendering
14.ii.	Notley Road Landscape Concept Plan Render
14.iii.	Notley Road Landscape Plan
14.iv.	Notley Road Landscape Precedent Images



**Applicant Information:**

Current Zone: \_\_\_\_\_

Proposed Zone: \_\_\_\_\_

Item	Description	Intake	Intake Comments	Staff
Application	Completed Application includes: <ul style="list-style-type: none"> <li>• Applicant name &amp; address</li> <li>• Address, lot &amp; block or parcel no. and election district</li> <li>• Size of property with present &amp; proposed zoning</li> <li>• Name &amp; address of Property Owner</li> <li>• List of all persons have at least 5% interest in property</li> <li>• Notarized statement listing rezoning details in the past three years</li> </ul>			
Statement of the Case	Statement of the Case should include: <ul style="list-style-type: none"> <li>• =</li> <li>• Reference and consistency with the applicable Master Plan</li> </ul>			
Certified Copy of Zoning Map	Showing the area within at least 1,000 ft. surrounding the subject property. Needs certification stamp and property highlighted.			
Notice List	Applicant should list owner names and addresses of adjoining and confronting properties as listed in the records of the Maryland State Department of Assessments and Taxation. If an adjoining or confronting property is a condominium, the applicant must provide the name and address of the Council of Unit Owners. List should also include any civic and homeowners associations within a ½ mile radius.			
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Certified Plat	Certified by surveyor, plat acreage must match the application exactly, and the property should be highlighted.			
Traffic Study	If the incremental increase in vehicular peak-hour trips between the density of the base zoning and the density of the requested floating zone meets the minimum applicability requirement in the LATR Guidelines			

Item	Description	Intake	Intake Comments	Staff
Legal Description	A description by metes and bounds, courses and distances of land or, if the boundaries conform to lot boundaries within a subdivision for which a plat is recorded in the land records of the County, then the lot, block and subdivision designations with appropriate plat reference.			
Floating Zone Plan	Plan depicting: <ul style="list-style-type: none"> <li>• building location, density, massing, height and anticipated use;</li> <li>• locations of open spaces and preliminary storm water management strategy;</li> <li>• pedestrian, bicycle, and vehicular circulation, parking and loading; and</li> <li>• any binding element on the application. An applicant who proposes a binding element must submit an unexecuted covenant suitable for filing in the land records reflecting any restriction on the development standards, development program, or use that will be applicable to the property if the District Council approves the application</li> </ul> *Plans completed by a licensed professional should be signed and certified.			
Euclidean Zone Plan	Plan depicting: <ul style="list-style-type: none"> <li>• the subject property and the proposed neighborhood, identifying uses and zoning; and</li> <li>• an explanation of the changes that have occurred in the neighborhood since the original zoning or previous comprehensive rezoning, or evidence of the alleged mistake made by the District Council in the previous Sectional or District Map Amendment, in support of the requested Euclidean Zone.</li> </ul>			
Additional Plan Information	To be shown on plans: <ul style="list-style-type: none"> <li>• current and proposed zone;</li> <li>• a plan certified (signed and sealed) by a licensed professional showing existing site condition and vicinity within 100 ft. including total tract area; existing topography, watershed; SPA/PMA; any floodplain, wetland, or perennial or intermittent stream and any associated buffers where or not rare, threatened or endangered species were observed on the property; whether the property is on a Historic Site; the aerial extent of forest and tree cover on the property and dates field work was conducted; and</li> <li>• general phasing of structures, uses, rights-of-way, sidewalks, dedications, and future preliminary and site plan applications</li> </ul>			
Additional Exhibits	Additional exhibits can be but not limited to, photographs of property, existing structures, abutting streets, etc.			
Hard Copies	In addition to the four paper copies, applicants must include 2 electronic copies on a compact disc or DVD of all final materials above.			