

Date:

To: (volunteer fire department)

From: (engineer or applicant's representative)

Re: Emergency services impact of (proposed subdivision or site plan)

Per the Queen Anne's County Zoning & Subdivision code, this letter serves to notify you of the proposed above noted plan. Additionally, this letter serves as evidence to meet the intent of the following sections 18:1-148.D for site plans and 18:1-160.D for subdivisions:

Site plans:

...all applications for site plan approval shall include evidence that the foregoing notice was provided to the local volunteer fire department providing primary service to the subject property and that the applicant has met with or offered to meet with and discussed, or offered to discuss, in good faith, the impact of such development on the provision of emergency services, the possible financial cost and impact thereof and the possible offset or mitigation by the developer of costs associated therewith.

Subdivisions:

...and shall meet or offer to meet with such volunteer fire department to discuss, in good faith, the impact of such development on the provision of emergency services, the possible financial cost and impact thereof and the possible offset or mitigation by the developer of costs associated therewith.

In accordance with the applicable code, the applicant is requesting to meet with a representative of your volunteer fire department to discuss this project.

Please contact me at (email or phone).

Sincerely,