



## DPS/Zoning - Off-Street Parking Waiver

---

### **WHAT IS A PARKING WAIVER?**

A parking waiver is required when strict compliance with Article E of the Zoning Ordinance (Off-Street Parking and Loading) cannot be achieved in the design of a parking facility. Waiver requests usually address landscaping, setbacks, or the number of parking spaces required by the ordinance.

### **WHAT IS THE APPLICATION PROCESS FOR A PARKING WAIVER?**

An applicant may seek a waiver either before or during the course of an application for a building permit. The following information should be forwarded to the Director of DPS:

- request/justification letter
- three copies of a site/landscape plan
- list of adjoining and confronting property owners, including any affected citizens' associations

Zoning staff will process the application, schedule a public hearing, and finalize a recommendation for the director. The applicant will be notified of the Director's decision in writing.

### **WHAT WILL THE COST BE?**

The fee for each parking waiver is \$615.00.

An additional 10% Automation Enhancement Fee is charged on the cost(s) listed above.

### **WHEN WILL A FINAL DECISION BE MADE BY THE DIRECTOR?**

Once a public hearing has been held, the record is usually kept open for ten days to allow additional information to be presented/ considered. Typically the Director makes a decision within two weeks from the date that the record has officially closed.

[AWARDS](#) | [Privacy Policy](#) | [User Rights](#) | [Accessibility](#) | [Disclaimer](#)  
Copyright 2002 Montgomery County Government All Rights Reserved  
Best viewed with IE 5.0 or Netscape 6.0 and higher