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December 2, 2021

Re: **9005 Old Montgomery Road**
Tax Map 36, Parcel 0271

Dear Adjacent Property Owner:

On behalf of our client, and as required by Section 16.128 of the Howard County Code, we are hereby providing notice of a pre-submission community input meeting for the above referenced property. The site is zoned R-12 and the developer is proposing a subdivision of 12 single family residences. The initial plan submission for this property will consist of a Sketch Plan. Attached is a vicinity map of the subject property location for reference.

In accordance with Section 16.128 of the Howard County Subdivision and Land Development regulations, a pre-submission community meeting is required prior to the initial submission of the development plan to the Department of Planning and Zoning. Due to COVID-19 and social distancing requirements currently in place, the pre-submission community meeting for the above referenced project will be held virtually on **Wednesday, January 12, 2022 at 6:00 pm** using the GoToMeeting web application. A direct link to the meeting will be available on our "Community Input Meeting" general page on our website at:

www.bei-civilengineering.com/communityinputmeeting

The general page includes information regarding pre-submission community meetings and a copy of the Executive Order in regards to COVID-19 restrictions. We have also included a link to the Howard County Department of Planning and Zoning's website, a link to search plans currently in process, and a link to a YouTube video to assist the public in the typical meeting format at the bottom of the webpage. It would be beneficial to you to view the video prior to the meeting date.

Also on the webpage is a section called "Current Scheduled Meetings" where you will find a list of meetings that Benchmark has recently scheduled. By clicking on the name of the project, referenced above, you will be redirected to the project page. Included on the project page are instructions on how to join the meeting, a pdf copy of this notification letter and vicinity map, and any handouts that Howard County requires all meeting attendees to receive. A preview of the plan(s) that will be presented during the meeting will be uploaded on the day of the meeting.

We will be video recording the meeting and will have the recording uploaded to the project page within 24 hours of the live meeting. If you are unable to attend the live meeting, the recording will be available to view on our project page for two (2) weeks following the initial meeting.

Within 30 days of the pre-submission community meeting, a copy of the minutes and written responses to all questions not verbally answered at the meeting will be sent electronically to all meeting attendees and all video viewers that sign-up on our website to be added to this list. Those on the list to receive a copy of the meeting minutes will also be notified within 7 days after the initial plan submittal to Howard County Department of Planning and Zoning.

Any attendee that wishes to attend the meeting over the phone without video, can call **(312) 757-3121** and enter the **meeting ID 662-304-605**. In order to be added to the list to receive a copy of the meeting minutes, please register your information using the sign-up feature on the website.