



DIVISION OF PLANNING AND PERMITTING FREDERICK COUNTY, MARYLAND

30 North Market Street • Frederick, Maryland 21701
Phone (301) 600-2572 Fax (301) 600-2309

IMPACT FEE EXEMPTION DETERMINATION

IN ACCORDANCE WITH FREDERICK COUNTY CODE SECTION 1-22-3(E)

Who is Eligible for an Impact Fee Exemption? A property owner looking to build a replacement home on their property

Should I apply if: *My home was recently destroyed by fire - YES*
I am looking to build a tenant home on my property - NO

Applicant must provide the following information to be considered for an Impact Fee Exemption:

1. Application letter requesting an Exemption of the Impact Fee addressed to:

**Frederick County Division of Planning and Permitting
Attn: Ashlye Bonomo
30 North Market Street, 1st Floor
Frederick, MD 21701**

2. Residential Building Permit application number for the replacement dwelling
(Building Permit Fees are required and paid at the time of application)

3. Demolition Permit
(Demolition Permit Fees are required and paid at the time of application)
(Demolition permit is valid 1 year from date of approval)

Permits obtained through: **Department of Permits and Inspections
30 North Market Street, Frederick, MD 21701
301-600-2313**

4. Photo of dwelling to be demolished or remaining foundation and any other buildings on the property.
5. House Location Survey or Hand Drawing with existing dwelling and proposed house location with dimensions to property lines.
6. Waiver of Impact Assessment Form
(Dated within 6 months of application for impact fee exemption)

Waiver Impact Assessment Form must be obtained in-person through:

**The State Department of Assessments and Taxation
5310 Spectrum Drive
Suite E, Frederick MD 21703 (located behind FSK Mall)
301-815-5350**

7. Real Property Search print-out of property
Can be obtained through the State Department of Assessments & Taxation, via web, or Zoning Office can assist you with this)

web address: <http://dat.state.md.us> (click [Real Property Data Search under Online Services](#))

Additional Impact Fee Exemption questions?

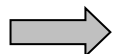
Contact: Ashlye Bonomo, 301-600-3463 ABonomo@FrederickCountyMD.gov

NOTES:

The Impact Fee Exemption determination or a request for more information shall be completed and mailed within 15 days of application submission.

Impact Fees will need to be paid to Permits and Inspections before building permit application is Approved, if the Exemption Request is not granted.

See Checklist - other side



IMPACT FEE EXEMPTION CHECKLIST

(Internal use only) <input type="checkbox"/>	(Applicant) <input type="checkbox"/> <u>Letter addressed to:</u> Frederick County Division of Planning and Permitting Attn: Ashlye Bonomo 30 North Market Street, 1 st Floor Frederick, MD 21701	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;"><i>Internal Use Only</i></td> </tr> <tr> <td>Applicant:</td> </tr> <tr> <td>File#:</td> </tr> <tr> <td>Due Date:</td> </tr> </table>	<i>Internal Use Only</i>	Applicant:	File#:	Due Date:
<i>Internal Use Only</i>						
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<u>Application Letter to Include</u>	
(Internal use only)	(Applicant)
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <u>Property address</u> <input type="checkbox"/> Explanation of <u>why current dwelling is to be demolished</u> or <u>reason why replacing dwelling</u> <input type="checkbox"/> <u>Include the Statement - "NOT increasing the dwelling units on the property"</u> as justification for impact exemption. <input type="checkbox"/> Explanation of <u>how the current dwelling is to be demolished</u> and <u>the proposed dates</u> at which it will be demolished? <input type="checkbox"/> <u>Demolition Permit number</u> <input type="checkbox"/> <u>Residential Building Permit number</u> for the replacement dwelling <input type="checkbox"/> Name / Address / email/ Phone # of <u>Contact person</u> <input type="checkbox"/> Name / Address / <u>where determination letter is to be mailed</u>

<u>Additional information required</u>	
(Internal use only)	(Applicant)
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <u>Photo of dwelling to be demolished</u> or <u>remaining foundation</u> and any other buildings on the property <input type="checkbox"/> <u>House Location Survey</u> or <u>Hand Drawing</u> showing existing dwelling and proposed location with dimensions to property lines <input type="checkbox"/> <u>Waiver of Impact Assessment Form</u> completed by <u>The State Department of Assessments and Taxation</u> <input type="checkbox"/> <u>Real property search print-out of property</u> can be obtained from <u>The State Department of Assessments and Taxation</u> (or <u>Zoning Office</u> can assist you with this)