



**DIVISION OF PLANNING & PERMITTING
FREDERICK COUNTY, MARYLAND**

30 North Market Street • Frederick, Maryland 21701
Phone (301) 600-1138 • Fax (301) 600-1645 <http://www.frederickcountymd.gov>

CONCEPT SITE PLAN - Multi-Agency Application (phase 5)

Prior to, (at least 2 business days) your submission, email DevelopmentReviewIntake@FrederickCountyMD.gov or fax 301-600-1645, completed/signed application for processing, fees generated, to be paid upon initial submission.
Questions: contact Development Review at 301-600-1138

File #:
A/P #:
Due Date:

Required for Submission:

- Completed/Signed Application, 10 Copies of Plans (folded 8-1/2 x 11)
- Completed FRO Application, 2 Copies of Plans (folded 8-1/2 x 11) or other required information

Check if applicable: BOA Rezoning submissions Special Exception or Variance granted - A/P #'s _____

Y N Previously submitted Concept / Site Plan

Check one Adamstown Brunswick Frederick Middletown New Market Thurmont Urbana Walkersville

_____ Water Designation _____ Sewer Designation

W1-S1 Connected, **W3-S3** 1-3 Years, **W4-S4** 4-6 Years, **W5-S5** 7-10 Years, **PS-** Planned Service 11-20 Years

- Well/Septic or Public water/sewer Y N Is Property Located along a State Highway
- Commercial _____ # Proposed Buildings and _____ proposed square footage
- Residential Property _____ # Proposed Units and Type _____ (Single Family, Towns, Multi-Family)

Tax Map(s) _____ Parcels _____ Disturbed Area _____ Total Site Area _____ Ac.

Tax ID#(s) _____ Zoning _____

Subdivision /Site Name _____

Location _____

Description of Request _____

Owner/Applicant _____
Address _____

Phone _____

Check one for Review Comments:

- Mail Email _____

Engineer/Surveyor _____
Address _____

Phone _____

Check one for Review Comments:

- Mail Email _____

The Applicant hereby certifies under the penalties of perjury, and agrees as follows: 1) That he/she is authorized to make this application on behalf of all property owners, 2) That the information is correct, 3) That he/she will comply will all regulations of Frederick County which are applicable hereto.

Printed name

Signature of Owner or Agent

- Notes: 1. Review comments Frederick County Web Site : <http://www.frederickcountymd.gov/index.aspx?nid=2532>
 2. Only complete submissions will be credited on the date received
 3. Checks made payable to Treasurer of Frederick County-Additional fees may be due per fee schedule FY2020

FEES

(CONCEPT) Planning Commission

1. Planning	\$614.00
2. Engineering	\$118.00
3. Health Dept.	\$75.00
4. Water/Sewer(Community Only)	\$104.00
Total =	

Concept Plan Requirements § 1-19-3.300.2 Concept Plan

(B) Unless otherwise approved by the Zoning Administrator, the concept plan shall include the following elements:

- (1) An application in a form acceptable to Review;
- (2) A map drawn at 1 inch equals 100 feet or greater scale showing property lines, all existing natural and man-made features, and a vicinity map;
- (3) A map identifying the type and location of all proposed uses including:
 - (a) The generalized location, footprint, and exterior elevation of all proposed buildings including height, number of stories, number of attached units, and the location of doors and windows;
 - (b) All proposed parking locations and generalized information regarding the use of an alternate parking plan including shared, joint, community, or other means;
 - (c) The generalized location of all roadways, sidewalks, and other public or private facilities adjacent to and necessary for development of the site;
- (4) Existing structures on all lots facing and adjacent to the proposed development including the height, setbacks;
- (5) Photographs of the subject parcel and all facing and adjacent lots and structures used to determine height and setbacks.

Additional Plan Requirements:

- Vicinity Map (located top right) – Scale 1"=2000', with Tax Map, Parcel and Property Account # shown beneath Map
- North Arrow
- Title Block – Plan Title, Project Name, previous names in brackets, Type of Project, situated along..., Town/City of... with Election District, Frederick County, Maryland
- Board of Appeals case # if applicable w/conditions (scanned/sticky)
- Match line shown and Labeled per Plan view sheet – For a 2 or more plan view sheet submittal
- Existing information labeled and shown as dashed lines, extended 100' beyond property line
- Proposed information labeled and shown as solid lines
- Existing and Proposed Topography shown and labeled- 2' or 5' intervals
- Required Certifications - bottom right
- General Note(s) and Legend(s) - far right
- Owner /Applicant address and phone # - bottom left
- Sheet size –24"x36"