



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>

PUBLIC TAKING

Required for Submission: FRO Application. Provide existing subdivision number in the comments field.

| | |
|----------------------|----------|
| Planning | \$614.00 |
| Health Dept. | \$75.00 |
| DUSWM if Water/Sewer | \$75.00 |

Minimum information for plat submittal listed below. Additional code requirements may be applicable and will be reviewed at the time of submission.

Standard General Notes for Plat of Public Taking

1. The site is zoned ____.
2. This lot is a lot of record because of public taking.
3. A 6-foot drainage and utility easement is to be reserved along all resulting external lot lines.
4. Minimum building restriction lines: ____ front, ____ rear, ____ sides.
5. Future development of this property may require road layback work to be done along previously dedicated road right-of-way.
6. Future access to this property shall be in accordance with regulations in effect at the time of development.
7. (Forest Resource Ordinance notes...)

Sheet Composition Requirements

1. Note to the Clerk of the Court must be above Director's signature block.
2. Director's signature block must be placed in lower left corner.
3. Vicinity Map must be in upper right corner.
4. Surveyor's Certification must be below vicinity map.
5. Owner's Certification must be below Surveyor's Certification.
6. Title Block must be placed in lower right corner.
7. Legend is preferred along the bottom of the plat, or as remaining space allows.

Plat Requirements

Minimum information for plat submittal

GENERAL

Drawing: Size, Material, Ink, Legible
Title Information: Name & Section,
Election Distr. & No., County & State
Name, Address, Phone # of Owner
Scale, Date, North Arrow

EXISTING/PROPOSED (con't.)

Acreage: Lots, R/W, Reserve, Total
Monuments-Location, Coordinates
Coordinates of Boundary
Adjoining Subdivision name, Liber/Folio

Location Map, Scale, Tax Map, & Overall Property
Owner's Certification & Dedication
Surveyor's Certification & Seal
Signature Block FcPc Secretary/Chairman
Signature Block of Health Officer (approving auth)
Horizontal and Vertical Datum

EXISTING & PROPOSED

Improvement Plans and Guarantees
Public Works Comments
Accordance with Preliminary
Health Department Comments
State Highway Comments
Engineering Comments
Health Department Comments
State Highway Comments

Plat Boundary In Heavy Outline

Adjoining Roads-Names, R/W width
Bearing, dimension of all lines
Curve Data Required
Building Setback

Lots: Block & Lot Numbers, Table of usable area
Parcels to be conveyed/reserved
Appropriate Notes and Lot Numbers
Easements: Width/Use/Deeds provided (when necessary)
Floodplain and Setback
Historic Buildings/Landscape
Demolition Permit
Water and Sewer Classification and Notes
Final FRO Plans
FRO Easement Recordation
FRO Notes
Preliminary Plan, and/or Site Plan (date, file number, project #)

PAYMENTS: Payment may be made online on the Rhythm for Civics Portal, mailed to Department of Development Review and Planning, 30 North Market Street, Frederick, Maryland, 21701 or in person. Please make check payable to Frederick County and reference the Project Number. Additional fees may be due per fee schedule FY2020