

REQUEST FOR AN ASSESSMENT OF ARCHEOLOGICAL POTENTIAL



The completed form and any supporting documentation must be sent to historic@frederickcountymd.gov as a PDF; no other file types will be accepted. Please make sure all files submitted are legible. Incomplete applications will not be accepted.

If you have any questions about the form, please contact Beau Lockard at clockard@frederickcountymd.gov or at (301)600-1149.

PROJECT INFORMATION

Project Name:

Project Street Address:

City:

Zip:

Tax ID:

Describe project location:

Brief Project Description:

PRIMARY POINT OF CONTACT INFORMATION

Primary Contact:

Firm/Company (if applicable):

Street Address:

City:

State:

Zip:

Phone:

Email:

PROPOSED DEVELOPMENT

Number of acres within project boundary:

Number of acres to be disturbed (if different):

Approximate depth of any grading or ground disturbance:

Describe existing land use:

Describe proposed land use:

REQUEST FOR EXEMPTION

Projects can be exempt from archaeological review at the discretion of the archaeological reviewer. If one of the following options is accurate about the project, please select it.

Area of Disturbance less than 5,000 square feet

Significant Existing Ground Disturbance

Part of a preliminary or site plan that was approved prior to June 2024

CHECK LIST OF REQUIREMENTS

The following materials must be submitted. Check items that are attached. Applicants will be notified if submitted material is inadequate. Additional information may be required.

Map of all potential on-site ground disturbances

Existing Conditions Survey and Contour Map

Representative photographs of the project area labeled with a date and direction and keyed into map.

Architectural Survey File of any previously surveyed historic sites within the project area. [MEDUSA, Maryland's Cultural Resource Information System](#)

SITE ACCESS

Briefly describe how Staff of the Division of Planning and Permitting should access the site. Please provide sketch map of access, if necessary.

If someone other than the primary point of contact that needs to be notified about site access, please include their contact information here:

Name:

Email:

Phone:

CONSENT TO SITE ACCESS

If signed by an agent, a notarized agent authorization form must be attached. Signing below authorizes Staff of the Division of Planning and Permitting and its consultants to enter the subject project area to evaluate the archeological potential.
