



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>

ADDITION PLAT APPLICATION (Phase 4)

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

Required for Submission

- 6 Copies of Plans (folded 8-1/2 x 11)
- CIP (capital improvement project, No fees) Exist. Frederick County Subdivision _____

Tax Map(s) _____ Parcel(s) _____ Number of Lots _____

Acreage _____ Remainder #of Acres _____ Well/Septic or Public water/sewer

Tax ID#(s) _____ Commercial or Residential Property

Y N Property Located *ON* or *Along* a State Highway Y N Exist. Structure on Property

Subdivision /Site Name _____

Address / 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 FY2019

FEES

(ADDITION)	
1. Planning	\$600.00
2. Health Dept.	\$75.00
3. Water/Sewer (Community only)	\$75.00
4. Engineering	\$115.00
Total =	

File #:
A/P #:
Due Date:

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
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

EXISTING/PROPOSED (con't.)

Acreage: Lots, R/W, Reserve, Total

Monuments-Location, Coordinates
Coordinates of Boundary
Adjoining Subdivision name, Liber/Folio

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 #