



DIVISION OF PLANNING AND PERMITTING FREDERICK COUNTY, MARYLAND

Board of Appeals

30 North Market Street • Frederick, Maryland 21701
301-600-2572 • FAX 301-600-2309 • TTY: Use Maryland Relay
www.FrederickCountyMD.gov/planning

APPEAL FOR A VARIANCE UNDER ZONING ORDINANCE-APPLICATION(BOA)

Required for Submission

Application is a result from meeting with:
Zoning Planner _____ Date _____

20 copies -Justification letter, to include the following information:
1. Existing Zoning of Property.
2. Applicable section(s) of the Zoning Ordinance, for which applicant is appealing.
3. Describe the nature and size of the desired variance from such Ordinance requirement(s).
4. Particular requirement(s) from which a variance is desired.
5. Describe the difficulty or hardship upon the owner if the requested variance is not granted.
6. Describe any slope, shape or significant lot characteristics.
7. Other information relevant to appeal request.

20 copies-Concept Plan & Illustrative Notes and other supporting documents. (folded 8-1/2 x 11)

1 copy -Of Maryland Department of Assessments and Taxation print out, Phone (301)815-5350,
www.dat.state.md.us

Property Information: _____ Previous Board of Appeals Case # _____
Tax Map _____ Parcel # _____ Tax ID# _____ Acres _____
Public Water _____ Public Sewer _____ or Private Well _____ Private Septic _____
Property Owner: _____
Address / Location: _____

Ordinance requirement(s) in question would result in peculiar and unusual practical difficulties to or exceptional or undue hardship upon the owner of the property due to exceptional:
(Check all that apply)

- Narrowness
- Shallowness of the property, existing now and on the date
- Shape of the requirement(s) in question
- Topography
- Other (describe) _____

NOTE:

1. Exceptional narrowness, shallowness or shape of the property is claimed, Plat Book _____ and Page # _____ of recorded plat required, if property is recorded in the land records of Frederick County, Maryland or
2. Property is unsubdivided, deed conveying the identically-bounded tract was recorded in the land records of Frederick County, Maryland L. _____ F. _____

Additional information required on back
→

Internal use Only

BOA#

Appellant _____

Address _____

Phone _____

Zoned:	ID#
TM	P
Filed Date:	
Hearing Date:	

Check one for Determination Letter:

Mail Email _____

I herby affirm that all of the statements and information contained in or filed with this appeal are true and correct.

Printed name

Signature of Appellant

Date

NOTARY PUBLIC

Subscribed and sworn to before me the day and year from above written.

NOTARY PUBLIC-printed name

NOTARY PUBLIC-signature

SEAL

My Commission expires: _____

FEES

Checks made payable to Treasurer of Frederick County-Additional fees may be due per Fee Ordinance Resolution 12-07

Variance (VARIANCE)	\$ 578.00
Total=	