



**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 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

File #:
A/P #:
Due Date:

Required for Submission

- 7 Copies of Plans (folded 8-1/2 x 11)
- FRO Application
- Municipality CIP (capital improvement project, No fees)
- Existing Frederick County Subdivision/Site Plan # _____

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

Acreege _____ 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

FEES

- 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

(Misc, PUBLICTAK)

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

Standard General Notes for Plat of Public Taking

Additional notes will be required by Code, as applicable

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

Pg 2 of 2

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 #