



# FREDERICK

MARYLAND  
Engineering Department  
140 West Patrick Street  
Frederick, MD 21701  
301-600-1498

Date Submitted _____
City Project # _____ (For City Use Only)

## IMPROVEMENT PLAN APPLICATION

**NOTE:** EMAIL PDF OF COMPLETE SUBMITTAL PACKAGE TO [engineeringreview@cityoffrederickmd.gov](mailto:engineeringreview@cityoffrederickmd.gov)

### PLAN INFORMATION

PROPERTY TAX ID # \_\_\_\_\_ SHEET NUMBERS \_\_\_\_\_  
PLAN TITLE \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
LOT NUMBERS \_\_\_\_\_

### APPLICANT INFORMATION

ENGINEER \_\_\_\_\_ COMPANY \_\_\_\_\_  
FULL ADDRESS \_\_\_\_\_  
EMAIL \_\_\_\_\_ PHONE \_\_\_\_\_

### OWNER INFORMATION

CONTACT \_\_\_\_\_ COMPANY \_\_\_\_\_  
FULL ADDRESS \_\_\_\_\_  
EMAIL \_\_\_\_\_ PHONE \_\_\_\_\_  
CITIZEN ACCESS PORTAL USER NAME (First name/ last name) \_\_\_\_\_

### PLAN REVIEW SUBMISSION Submittal Should Include:

- Engineering Review Minimum Criteria Checklist
- APFO Certification Case #'s: Roads \_\_\_\_\_ Water \_\_\_\_\_ Sewer \_\_\_\_\_
- Signed and Sealed SWM Computations and Drainage Area Maps
- Site Plan Case # \_\_\_\_\_ Preliminary Forest Case # \_\_\_\_\_

## FEE CALCULATIONS

### First Review Submission

Base Application:

Residential/Commercial	\$2000.00	_____
SWM/Mass Grading Report	\$1000.00	_____

Components: (less than 1 acre no component fee)

Residential/Commercial	_____	Total Acreage x \$200/acre =	_____
Mass Grading	_____	Total Acreage x \$100/acre =	_____

### Revisions to Previously Approved Plans (Redlined and Revisions Highlighted)

Base Application:

Major (When Site Plan is required)	\$1500.00	_____
Minor (No Component Fee)	\$ 300.00	_____
SWM/Mass Grading Report	\$ 500.00	_____

Components: (less than 1 acre no component fee)

Residential/Commercial	_____	Total Acreage x \$200/acre =	_____
Mass Grading	_____	Total Acreage x \$100/acre =	_____

### Reapproval of Expired Plans (Inactive Site)

Base Application:

Residential/Commercial	\$1000.00	_____
SWM/Mass Grading Report	\$ 500.00	_____

Components: (less than 1 acre no component fee)

Residential/Commercial	_____	Total Acreage x \$100/acre =	_____
Mass Grading	_____	Total Acreage x \$ 50/acre =	_____

**TOTAL APPLICATION FEE** \_\_\_\_\_