



FREDERICK

PLANNING

For Official Use Only	
Case Number:	
Date:	
Request for Modification Fee:	\$100.00

FOREST CONSERVATION ORDINANCE MODIFICATION REQUEST

The completed application form, supporting plans and other documentation in **PDF form ONLY**, as well as your **citizen portal account name** must be sent to drcdigital@cityoffrederickmd.gov on or before **3:00** PM on the application deadline date. Any files that are larger may be sent via a shared link. You will need to remove your email signature image before submitting. Please make sure all files submitted are legible. Incomplete applications will not be accepted.

*Payment of fees by credit card is preferred via our [Citizen Access Portal](#). If paying by check, the check with a copy of your application form must be received in the front vestibule planning box at 140 W. Patrick Street on or before the submittal deadline. Questions, please contact Jess Murphy at jmurphy@cityoffrederickmd.gov.

Project Name:		Tax Identification	
Location:			
Tax Map	Block	Parcel	
MD Coordinates	N	E	

Demonstrate how enforcement of this ordinance would result in unwarranted hardship.
Describe the special conditions peculiar to the property which would cause the unwarranted hardship.
Describe how enforcement of these rules will deprive you of rights commonly enjoyed by others in similar areas.

Verify that the granting of a modification will not confer on you a special privilege that would be denied to other applicants.
Verify that the modification request is not based upon conditions or circumstances which are the result of your own actions.
Verify that the granting of a modification will not adversely affect water quality.
The Planning Commission/City Engineer may grant a modification upon a finding that all requirements of Article 7, Section 721(b)(3)(A) and (B) of the Land Management Code are met.

All correspondence will be sent to the applicant. If the owner also wishes to receive a copy, please check box:

This application will be submitted to the Maryland Department of Natural Resources which has the right and authority to initiate or intervene in any administrative, judicial, or other original proceeding or appeal concerning the approval of this modification.

Applicant's Name: * _____
If not owner, attach "Agent Authorization" letter.

Address: _____
 Phone: _____
 Email: _____

Signature: _____

Referred to DNR (date) _____
 Scheduled for PC Mtg. on (date) _____ \ _____

*** The owner's affidavit must accompany this application.**