



FREDERICK

PLANNING

For Official Use Only	
Case Number:	
Hearing Date:	
Amount Paid:	\$
Date Paid:	

PLANNING COMMISSION FENCE MODIFICATION APPLICATION

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.

APPLICANT INFORMATION- OWNER'S AFFIDAVIT MUST BE SUBMITTED WITH APPLICATION.	
Contact Name:	
Firm/Company:	
Address:	
Phone:	email:
OWNER INFORMATION	
Name:	
Firm/Company:	
Address:	
Phone:	email:
PROJECT INFORMATION	
Project Location: (Street Address)	
Project Classification: (residential/commercial/etc.)	Modification Type(s): (setbacks, parking, lot size, etc.)
Current Zoning:	Current Use:

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

In the area below, specify the ordinance requirements(s) and the variance(s) requested:

LMC Requirement: (i.e. height or setback requirement, etc.)	Request (i.e. proposed reduction in height or setback)
FEES	
Modification	Fee
	Subtotal
	\$50.00
TOTAL FEE CHARGED	\$

JUSTIFICATION FOR MODIFICATION

Section 820(d) states that "(1) The Planning Commission may approve modifications to the height and location of fences, walls, or hedges. (2) The Applicant must provide modification materials in accordance with either Section 309(m) for new developments or Section 1225 for existing structures"

Section 309(m)(4) states that "No modification may be granted unless the Planning Commission or Department finds that:"
(Please respond to each condition statement in the area provided - use additional paper if necessary.)

A. The modification will not be contrary to the purpose and intent of the Code.

B. The modification is consistent with the Comprehensive Plan.

C. The application includes compensating design or architectural features so as to meet overall objectives of the particular requirement.

Section 820(d) 3 states, "In addition to the review criteria of Section 309(m) (4), the Planning Commission shall also consider the following criteria in approving said modifications."

(Please respond to each condition statement in the area provided - use additional paper if necessary.)

A. The proposed fence, wall, or hedge complies with the sight triangle provisions outlined in Section 611(t).

B. The proposed fence, wall, or hedge is consistent with the scale and design of the surrounding community.

C. The proposed fence, wall, or hedge does not adversely impact the use and enjoyment of other properties in the immediate vicinity.

I hereby attest that the information provided on and attached to this application is complete and correct.

Signature of Applicant/Agent

Date