



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

Planning Department \* 140 W. Patrick Street \* Frederick, Maryland 21701 \* 301.600.1499

## ADEQUATE PUBLIC FACILITIES ORDINANCE EXEMPTION APPLICATION

**Two (2)** copies of the application and supporting documentation, if applicable, must be submitted with all Final Site Plan, Final Subdivision Plat, Preliminary Subdivision, and Master Plan applications. **One (1)** copy must be provided with Building Permit applications. If the proposed development project does not qualify for an exemption under Chapter 4 of the City Code, the *Adequate Public Facilities Ordinance*, an **Application for APFO Testing** must be completed. Please legibly print or type the following application in its entirety.

<b>APPLICANT INFORMATION</b>	
Contact Name:	
Firm/Company:	
Address:	
Phone:	email:
<b>OWNER INFORMATION</b>	
Name:	
Firm/Company:	
Address:	
Phone:	email:
<b>DEVELOPER INFORMATION</b>	
Name:	
Firm/Company:	
Address:	
Phone:	email:

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

<b>PROJECT INFORMATION</b>	
Project Name:	Tax ID:
Project Location/Address:	
Site Size (acres):	Project Size (acres or sq. ft.):
Existing # of Lots:	Proposed Number of Lots:

<b>SEC. 4-5 GENERAL EXEMPTIONS</b>			
<input type="checkbox"/> Any project to be undertaken by the City			
<input type="checkbox"/> Any residential project that does not create any additional dwelling units			
<input type="checkbox"/> Any residential project that creates five (5) or fewer dwelling units			
<input type="checkbox"/> Any nonresidential project for which a final site plan has been unconditionally approved (UA) and which has received an allocation through a water contract before April 15, 2007			
<b>Project #</b>	<b>Project Name</b>	<b>Approval Date</b>	<b>Water Allocation Contract #</b>
<input type="checkbox"/> Any residential project that has received an allocation for all its units through one or more water contracts executed before April 15, 2007. If through a water contract executed before April 15, 2007, an allocation has been assigned to specific lots within a residential subdivision, or to a certain number of units within a multi-family structure, then that portion of the residential project that has received the allocation is exempt.			
<b>Project #</b>	<b>Project Name</b>	<b>Approval Date</b>	<b>Water Allocation Contract #</b>
<i>Internal Use Only:</i> Approved by: _____ Date: _____			

<b>SEC. 4-9 CERTIFICATE FOR WATER LINE CAPACITY (CAPF-WL)</b>		
<input type="checkbox"/> Preliminary Plat, Final Subdivision Plat, Final Site Plan, or Master Plan unconditionally approved prior to April 15, 2007		
<b>Project #</b>	<b>Project Name</b>	<b>Approval Date</b>
<input type="checkbox"/> Construction on a lot of record that does not result in more than 20% increase in water line capacity over the existing development and consists of one of the following:		
<input type="checkbox"/> Change of use of a structure existing as of April 15, 2007 <input type="checkbox"/> Renovation of a structure existing as of April 15, 2007 <input type="checkbox"/> Construction of an addition 5,000 square feet or less to a structure existing as of April 15, 2007 <input type="checkbox"/> Demolition of an existing structure as of April 15, 2007 and replacement with a structure no more than 5,000 square feet larger than the one demolished		
<b>Existing Structure Square Footage</b>	<b>Proposed Square Footage</b>	<b>Estimated Increase in Capacity*</b>
List supporting documentation included:		
<i>Internal Use Only:</i> Approved by: _____ Date: _____		

**SEC. 4-10 CERTIFICATE FOR SEWER LINE CAPACITY (CAPF-SL)**

Preliminary Plat, Final Subdivision Plat, Final Site Plan, or Master Plan unconditionally approved prior to April 15, 2007.

Project #	Project Name	Approval Date

Construction on a lot of record that does not result in more than 20% increase in sewer line capacity over the existing development and consists of one of the following:

- Change of use of a structure existing as of April 15, 2007
- Renovation of a structure existing as of April 15, 2007
- Construction of an addition 5,000 square feet or less to a structure existing as of April 15, 2007
- Demolition of an existing structure as of April 15, 2007 and replacement with a structure no more than 5,000 square feet larger than the one demolished.

Existing Structure Square Footage	Proposed Square Footage	Estimated Increase in Capacity*

List supporting documentation included:

*Internal Use Only:*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

**SEC. 4-11 CERTIFICATE FOR ROADS (CAPF-R)**

Preliminary Plat, Final Subdivision Plat, Final Site Plan, or Master Plan unconditionally approved prior to April 15, 2007 (UA)

Project #	Project Name	Approval Date

Project generates no more than 15 peak hour trips

Construction on a lot of record that does not result in more than 20% increase in road capacity over the existing development and consists of one of the following:

- Change of use of a structure existing as of April 15, 2007
- Renovation of a structure existing as of April 15, 2007
- Construction of an addition 5,000 square feet or less to a structure existing as of April 15, 2007
- Demolition of an existing structure as of April 15, 2007 and replacement with a structure no more than 5,000 square feet larger than the one demolished.

Existing Structure Square Footage	Proposed Square Footage	Estimated Increase in Capacity*

List supporting documentation included:

*Internal Use Only:*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

<b>SEC. 4-12 CERTIFICATE FOR SCHOOLS (CAPF-SCH)</b>		
*For residential or mixed use projects only		
<input type="checkbox"/> Preliminary Subdivision Plat, Final Site Plan, or Final Plat approved with unconditional approval		
<b>Project #</b>	<b>Project Name</b>	<b>Approval Date</b>
<input type="checkbox"/> Master Plan approved with conditions		
<b>Project #</b>	<b>Project Name</b>	<b>Approval Date</b>
<input type="checkbox"/> Projects which qualify as "Housing for Older Persons" per Section 4-12(F)		
<i>Internal Use Only:</i>		
Approved by: _____ Date: _____		

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

\_\_\_\_\_  
Signature of Applicant/Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date