

# New Market Permit Application

## Are you planning a change to your property?

Any visual change to your property and the structures located on it will require approval from one or all of the following boards.

You may be required to get approval from: Planning & Zoning, Historic District Commission (HDC), Architectural Review Commission (ARC), and Frederick County.

### **Town office:**

39 W. Main Street  
New Market MD 21774  
301-865-5544  
nmkt@fred.net  
Mayor Winslow F. Burhans III

### **Planning & Zoning:**

Dennis Kimble, Chairman  
301-865-5544

### **HDC/ARC :**

Kevin Witmer, Chairperson  
301-865-5544

### **Zoning Administrator:**

Larry Smith  
Winchester Hall  
12 E. Church Street  
Frederick MD 21701  
301-694-1491

### **Zoning Certificate Fees**

New Buildings (Single Family Dwelling)	\$250.00
Multiple Family Dwelling per Unit	\$250.00
Accessory Building	\$50.00
Commercial and Industrial Buildings	\$1/\$1,000 of project cost
Remodeling and Alteration (requiring P &Z approval)	\$50.00
Remodeling and Alteration when demolition permit requested	\$1,000.00
Notice of Appeal to Board of Appeals	\$250.00

**NEW MARKET PERMIT APPLICATION**

Docket# \_\_\_\_\_ Date \_\_\_\_\_

Property location \_\_\_\_\_

Owner's name \_\_\_\_\_

Address \_\_\_\_\_

Phone number \_\_\_\_\_ Zoning District \_\_\_ R1 \_\_\_ HD \_\_\_ Other

Description of work \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Planning & Zoning:**

Initial Construction \_\_\_\_\_

Building Addition \_\_\_\_\_

Storage building \_\_\_\_\_

Driveway \_\_\_\_\_

Deck/patio \_\_\_\_\_

Garage \_\_\_\_\_

Porch \_\_\_\_\_

Sign \_\_\_\_\_

other \_\_\_\_\_

**HDC/ARC**

Sign \_\_\_\_\_

Color Change \_\_\_\_\_

Siding \_\_\_\_\_

Landscaping \_\_\_\_\_

Deck/patio \_\_\_\_\_

Garage \_\_\_\_\_

Porch \_\_\_\_\_

Fence \_\_\_\_\_

Doors, Shutters \_\_\_\_\_

Windows \_\_\_\_\_

Roof \_\_\_\_\_

1. I hereby certify that all information herein provided is true and accurate. I hereby authorize the inspection of the above premises by authorized agents of Planning & Zoning Commission and the Historic District Commission/Architectural Review Committee at any reasonable time in order to determine compliance with the Commission's approval. Work not performed as described is subject to legal action.

2. I understand that this permit is valid for one (1) year, a six(6) month extension can be granted by Planning & Zoning only.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Planning & Zoning:**

N/A \_\_\_\_\_

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Conditions \_\_\_\_\_

\_\_\_\_\_

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**HDC/ARC**

N/A \_\_\_\_\_

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Conditions \_\_\_\_\_

\_\_\_\_\_

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**Zoning Administrator:**

Date \_\_\_\_\_

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Fee paid: \_\_\_\_\_ Check # \_\_\_\_\_ Cash \_\_\_\_\_