

**Board of Appeals
Town of Middletown, Maryland**

Date Filed _____
Map/Grid/Parcel/Lot _____
Zoned _____

APPEAL FOR SPECIAL EXCEPTION UNDER ZONING ORDINANCE

Petition is hereby made for a special exception under the Zoning Ordinance, as follows:

Location _____
N S E W side of road; distance N S E W from nearest intersecting road

Subdivision _____ Lot _____ Block _____

Street and Number _____ Zoning Classification _____

Use proposed _____

Zoning Ordinance subsection(s) providing for proposed use: _____

Owner of property: Name _____
Address _____

Appellant's present legal interest in above property: (Check one)

_____ Owner (including joint ownership) _____ Lessee _____ Contract to lease or rent
_____ Contract to purchase _____ Other(describe) _____

Has any previous petition or appeal involving this property been made to the Board: If so, give Case Number(s):

Further comments, if any:

I hereby affirm that all of the statements and information contained in or filed with this appeal are true and correct.

Signature of Petitioner

Address of Petitioner

Phone # _____

**Town of
MIDDLETOWN, MARYLAND**

LIST OF ADJOINING AND CONFRONTING PROPERTY OWNERS

Case Number _____

Appellant _____

Proceedings under the Zoning Ordinance require that notice of public hearing be given.

It is the responsibility of the appellants and petitioners to supply ACCURATE names and CORRECT addresses (must have house numbers or P.O. Box numbers) of all adjacent and confronting property owners on this form, as shown in current County Land Records.

Court decisions indicate that compliance with notice requirements is essential to jurisdiction of the approving body and therefore to the validity of its decision.

NAME

ADDRESS



BURGESS AND COMMISSIONERS OF MIDDLETOWN, MARYLAND

CHECKLIST FOR ADMINISTRATIVE FEE POLICY

PROJECT NAME: _____

PLAN NAME: _____

NAME: _____

ADDRESS: _____

PHONE: _____

Please check the following application that applies to you when submitting to the Town of Middletown for review.

BOARD OF APPEALS:

- VARIANCE APPLICATION**
- \$100.00 standard fee for non principal or \$200.00 standard fee for principal + \$100.00 advertising fee, made payable to the Town of Middletown at time of submission of application**
- SPECIAL EXCEPTION**
- \$300.00 standard fee + \$100.00 advertising fee, made payable to the Town of Middletown at time of submission of application; for residential purposes (residential uses in the GC district, restricted vehicles in residential districts, fences, and freestanding solar collection systems in residential districts), \$150.00 standard fee + \$100.00 advertising fee**
- ADMINISTRATIVE ERROR**
- \$200.00 standard fee + \$100.00 advertising fee, made payable to the Town of Middletown at time of submission of application**

WIRELESS TELECOMMUNICATIONS STRUCTURES & FACILITIES:

- NEW TOWER OR SUPPORT STRUCTURE OR SUBSTANTIAL MODIFICATION**
- \$5000.00 standard fee + consultation fees invoiced to the Town, made payable to the Town of Middletown at time of submission of application.**
- ELIGIBLE FACILITY (any co-location or Non-Substantial Modification)**
- \$1000.00 standard fee + consultation fees invoiced to the Town, made payable to the Town of Middletown at time of submission of application.**
- AMENDMENT OR WAIVER REQUEST**
- \$200.00 standard fee + consultation fees invoiced to the Town, made payable to the Town of Middletown at time of submission of application.**
- FINAL INSPECTION**
- \$200.00 standard fee + consultation fees invoiced to the Town, made payable to the Town of Middletown at time of submission of application.**

TEXT AMENDMENT - \$300.00 standard fee + \$200.00 advertising fee + \$200.00 legal fee, made payable to the Town of Middletown at time of submission of application.

RE-ZONING REQUEST - \$400.00 standard + \$20.00/acre + \$200.00 advertising fee made payable to the Town of Middletown at the time of submitting application.

_____ # of acres

ANNEXATION REVIEW - \$1,000.00 standard + \$50.00/acre + \$200.00 legal fee + \$200.00 advertising fee, made payable to the Town of Middletown at the time of submitting application.

_____ # of acres

WATER AND SEWER MASTER PLAN MAP AMENDMENT - \$500.00 standard fee + \$200.00 engineering fee made payable to the Town of Middletown. Applicant must submit a proposed map amendment with fee for consideration of changes to the Water/Sewer Master Plan Map that is not in sequence with the regular six-month review process for change in services.

RECORDING FEES:

- PLATS - \$5.00 per sheet made payable to the Clerk of the Court and \$75.00 made payable to the Town of Middletown for recordation procedures conducted by Middletown Planning Staff.**
- ALL OTHER DOCUMENTS - \$50.00/document payable to the Town of Middletown for recordation procedures conducted by Middletown Staff.**

PUBLIC WORKS AGREEMENT REVIEW - \$225.00/each standard fee + \$200.00 legal fee made payable to the Town of Middletown when submitting public works agreement for review.

HOA DOCUMENT REVIEW - \$225.00 standard fee + \$200.00 legal fee made payable to the Town of Middletown when submitting HOA for review.

HOME OCCUPATION REVIEW - \$50.00 standard fee + all other applicable fees payable to the Town of Middletown when submitting Home Occupation application for review.

TOTAL FEES ENCLOSED \$ _____

SIGNED BY: _____