



*Queen  
Anne's  
County*

**DEPARTMENT OF PLANNING & ZONING**

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***County Commissioners:***

James J. Moran, At Large  
Jack N. Wilson, Jr., District 1  
Stephen Wilson, District 2  
Philip L. Dumenil, District 3  
Christopher M. Corchiarino, District 4

MEMORANDUM

TO: TO ALL CONCERNED

FROM: VIVIAN J. SWINSON, ZONING ADMINISTRATOR

DATE: SEPTEMBER 30, 2020

SUBJECT: IMPACT FEES

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On August 25, 2020 the County Commissioners approved the timing of development impact fee collection and assignment of an administrative fee for the processing of deferred impact fee payments in Queen Anne's County. (see ordinance 20-03 amendment no. 1) Effective October 10, 2020 any who defer the impact fees are subject to the following:

The applicant for a building permit or zoning certificate has executed a promissory note; a Notice of Lien must be filed in the Land Records of Queen Anne's County obligating the applicant to pay required impact fees as follows: 50% of the impact fee must be paid at time of building permit submittal; 25% paid at time of framing inspection (or third inspection); and 25% paid prior to requesting a final inspection.

Attached is a copy of the revised promissory note. Feel free to contact me if you have any questions.

vjs