



# TOWN OF OCEAN CITY

*The White Marlin Capital of the World*

**Date:** April 10, 2023

**Deadline:** June 1<sup>st</sup>, 2023

**To:** Boardwalk Merchants with Outdoor Display

**From:** Carter P. Finney, Zoning Analyst  
Karen J. (Kay) Gordy, Zoning Administrator

**Cc:** OCDC Boardwalk Committee

**Re:** Annual Outdoor Display Permit Applications

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I hope this finds each of you safe and well. It is that time of year where I am sure you are beginning to prepare for the busy summer season. In order to keep everything on track, our deadline to have all of the Outdoor Display of Merchandise renewal applications received is **June 1<sup>st</sup>, 2023**. This will give our staff substantial time to process all of the applications. If you are able, we encourage applying early to avoid any delays. If you choose to apply early, your issuance date will still be July 1<sup>st</sup>, 2023 with an expiration date of June 30<sup>th</sup>, 2024.

I am attaching the Application form in .pdf format with this email. **We will be requiring property owner signatures once again this year if you are renewing a previously approved outdoor display.** If you desire to change what has been previously approved then we will need new photos and a grid layout. You may fill out and sign the application electronically and return with all required documents via email to Carter Finney, the Town's Zoning Analyst, at [cfinney@oceancitymd.gov](mailto:cfinney@oceancitymd.gov). If you wish to pay via credit card you may do so over the phone.

**Please remember that if your business has received any violations for the 2022-2023 season your violation total will not reset until July 1<sup>st</sup>, 2023.**

**Your application will not be accepted if you are missing any of the required documents or property owners' signature.**