



Guide to Submitting an Agricultural Zoning Certificate

Visit our Application Portal



Login

Email Address *

Password *

Remember Me

LOG IN

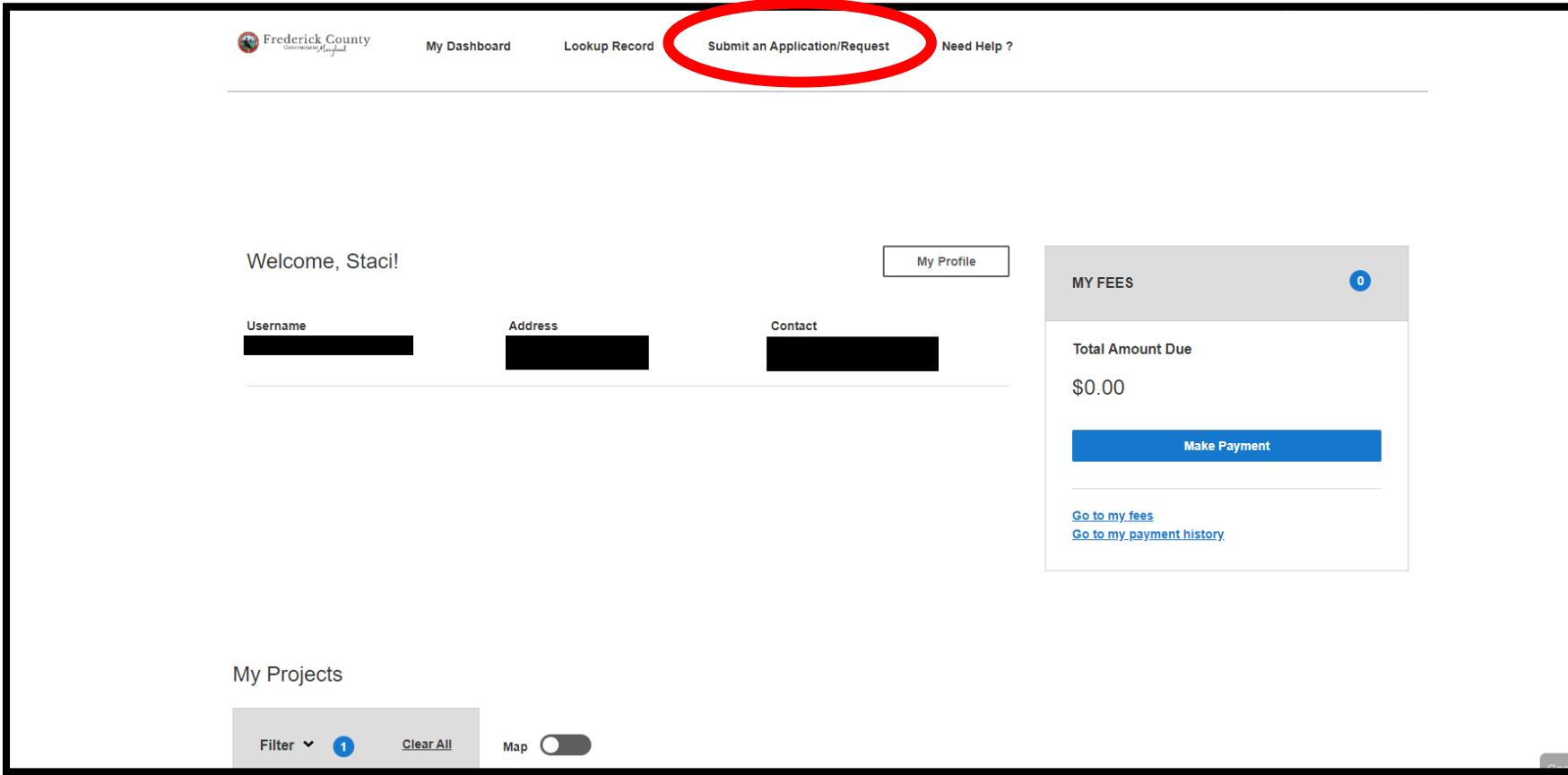
[Forgot Password?](#)

1. Create a portal login if you do not already have one.
2. Sign into your account.

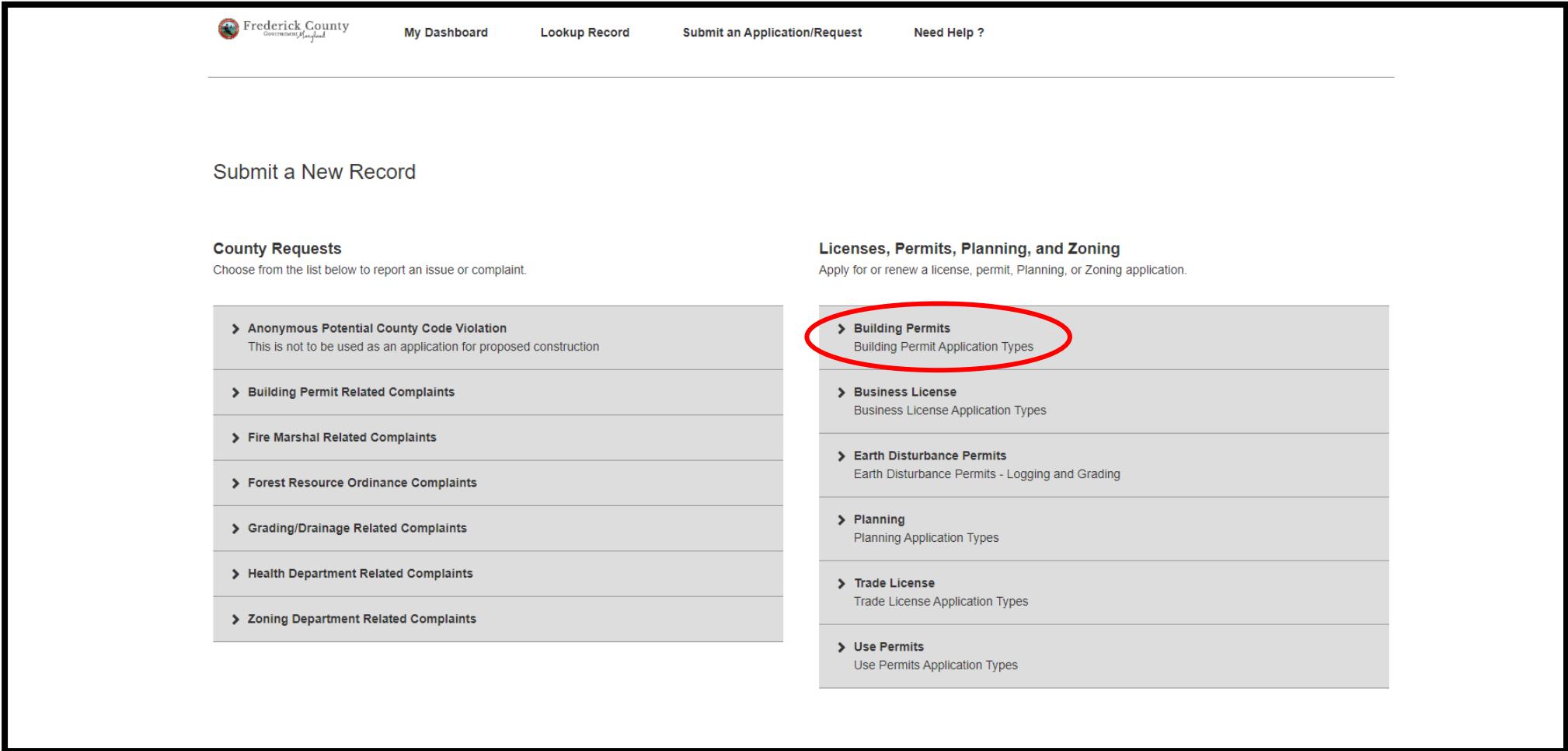
** If you have forgotten your password, please click on the “forgot password”.

planningandpermitting.frederickcountymd.gov

Click “Submit an Application/Request”



On the right side of the page select “Building Permits



Frederick County
Government Maryland

My Dashboard Lookup Record Submit an Application/Request Need Help ?

Submit a New Record

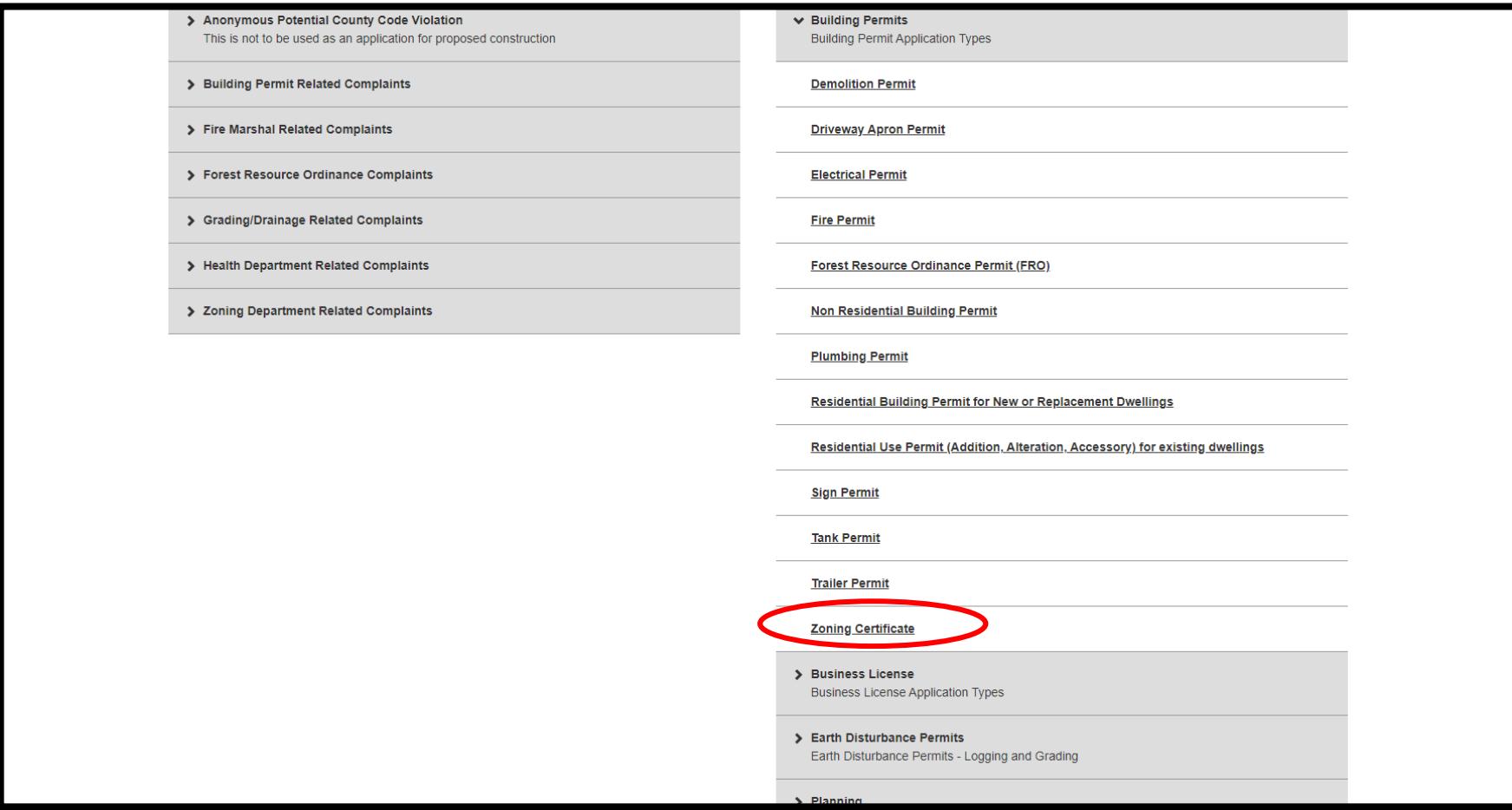
County Requests
Choose from the list below to report an issue or complaint.

- » **Anonymous Potential County Code Violation**
This is not to be used as an application for proposed construction
- » **Building Permit Related Complaints**
- » **Fire Marshal Related Complaints**
- » **Forest Resource Ordinance Complaints**
- » **Grading/Drainage Related Complaints**
- » **Health Department Related Complaints**
- » **Zoning Department Related Complaints**

Licenses, Permits, Planning, and Zoning
Apply for or renew a license, permit, Planning, or Zoning application.

- » **Building Permits**
Building Permit Application Types
- » **Business License**
Business License Application Types
- » **Earth Disturbance Permits**
Earth Disturbance Permits - Logging and Grading
- » **Planning**
Planning Application Types
- » **Trade License**
Trade License Application Types
- » **Use Permits**
Use Permits Application Types

Select: Zoning Certificate



Anonymous Potential County Code Violation
This is not to be used as an application for proposed construction

Building Permit Related Complaints

Fire Marshal Related Complaints

Forest Resource Ordinance Complaints

Grading/Drainage Related Complaints

Health Department Related Complaints

Zoning Department Related Complaints

Building Permits

Building Permit Application Types

Demolition Permit

Driveway Apron Permit

Electrical Permit

Fire Permit

Forest Resource Ordinance Permit (FRO)

Non Residential Building Permit

Plumbing Permit

Residential Building Permit for New or Replacement Dwellings

Residential Use Permit (Addition, Alteration, Accessory) for existing dwellings

Sign Permit

Tank Permit

Trailer Permit

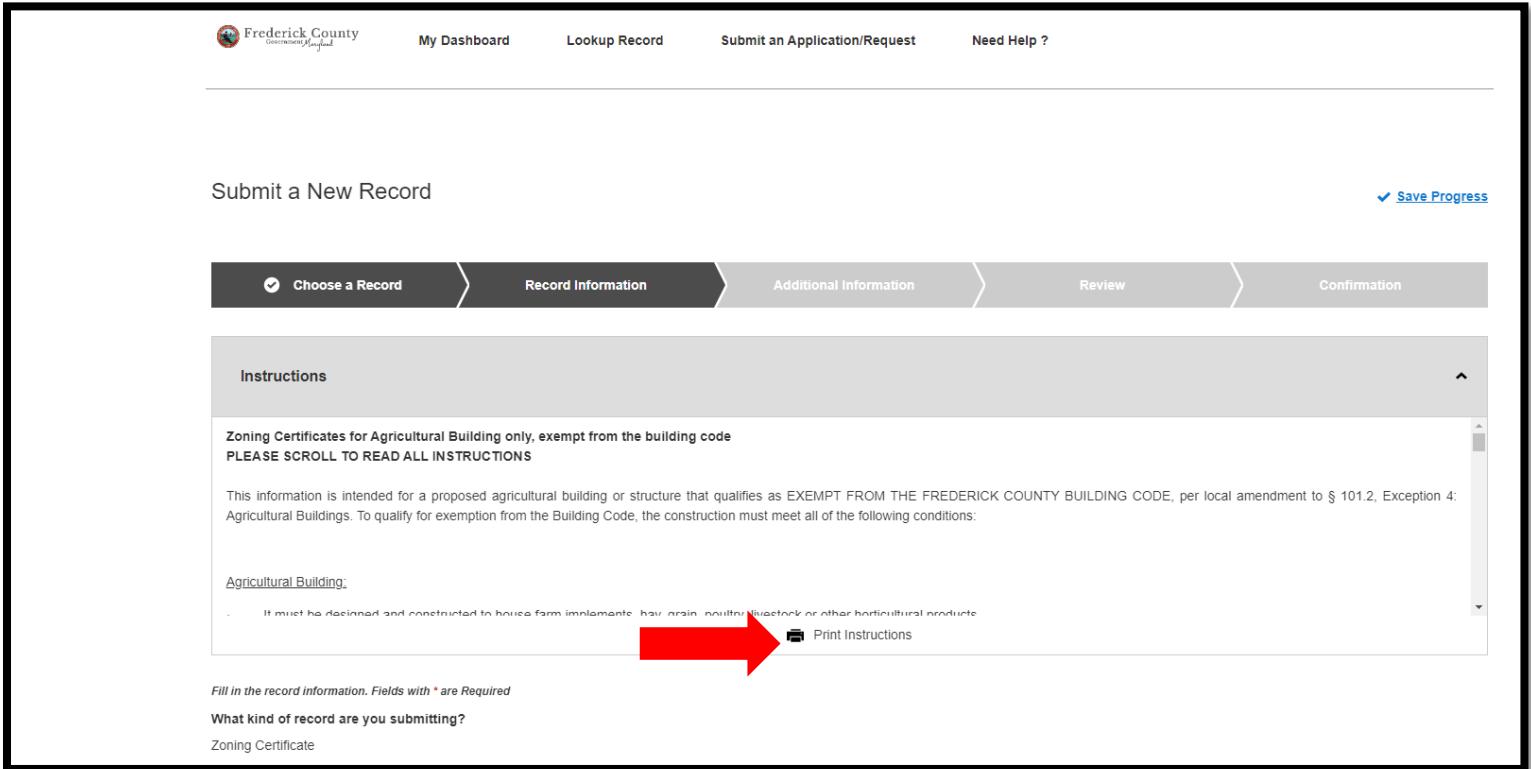
Zoning Certificate

Business License
Business License Application Types

Earth Disturbance Permits
Earth Disturbance Permits - Logging and Grading

Planning

Note: You
can print the
submittal
instructions



Frederick County Government of Maryland

My Dashboard Lookup Record Submit an Application/Request Need Help ?

Submit a New Record [✓ Save Progress](#)

Choose a Record Record Information Additional Information Review Confirmation

Instructions

Zoning Certificates for Agricultural Building only, exempt from the building code
PLEASE SCROLL TO READ ALL INSTRUCTIONS

This information is intended for a proposed agricultural building or structure that qualifies as EXEMPT FROM THE FREDERICK COUNTY BUILDING CODE, per local amendment to § 101.2, Exception 4: Agricultural Buildings. To qualify for exemption from the Building Code, the construction must meet all of the following conditions:

Agricultural Building:

It must be designed and constructed to house farm implements, hay, grain, poultry, livestock or other horticultural products

[Print Instructions](#)

Fill in the record information. Fields with * are Required

What kind of record are you submitting?

Zoning Certificate

Complete the application

Note: fields marked with a **red *** must be completed

Fill in the record information. Fields with * are Required

What kind of record are you submitting?
Zoning Certificate

Title * ⓘ
SWEET LITTLE SIS FARM

Work Type * ⓘ
Select
Select
Accessory
New

Occupancy Type * ⓘ
AGRICULTURAL

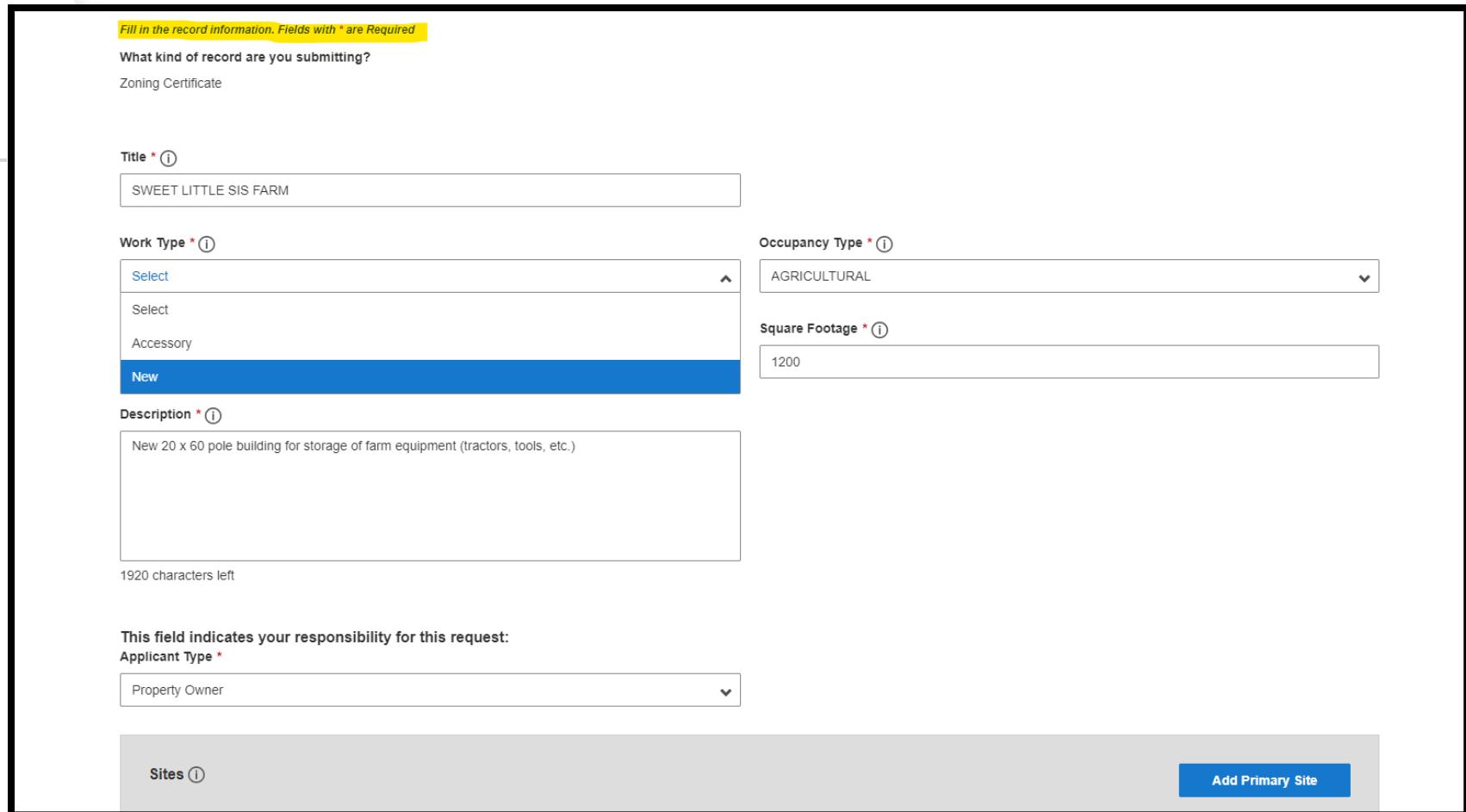
Square Footage * ⓘ
1200

Description * ⓘ
New 20 x 60 pole building for storage of farm equipment (tractors, tools, etc.)
1920 characters left

This field indicates your responsibility for this request:
Applicant Type *
Property Owner

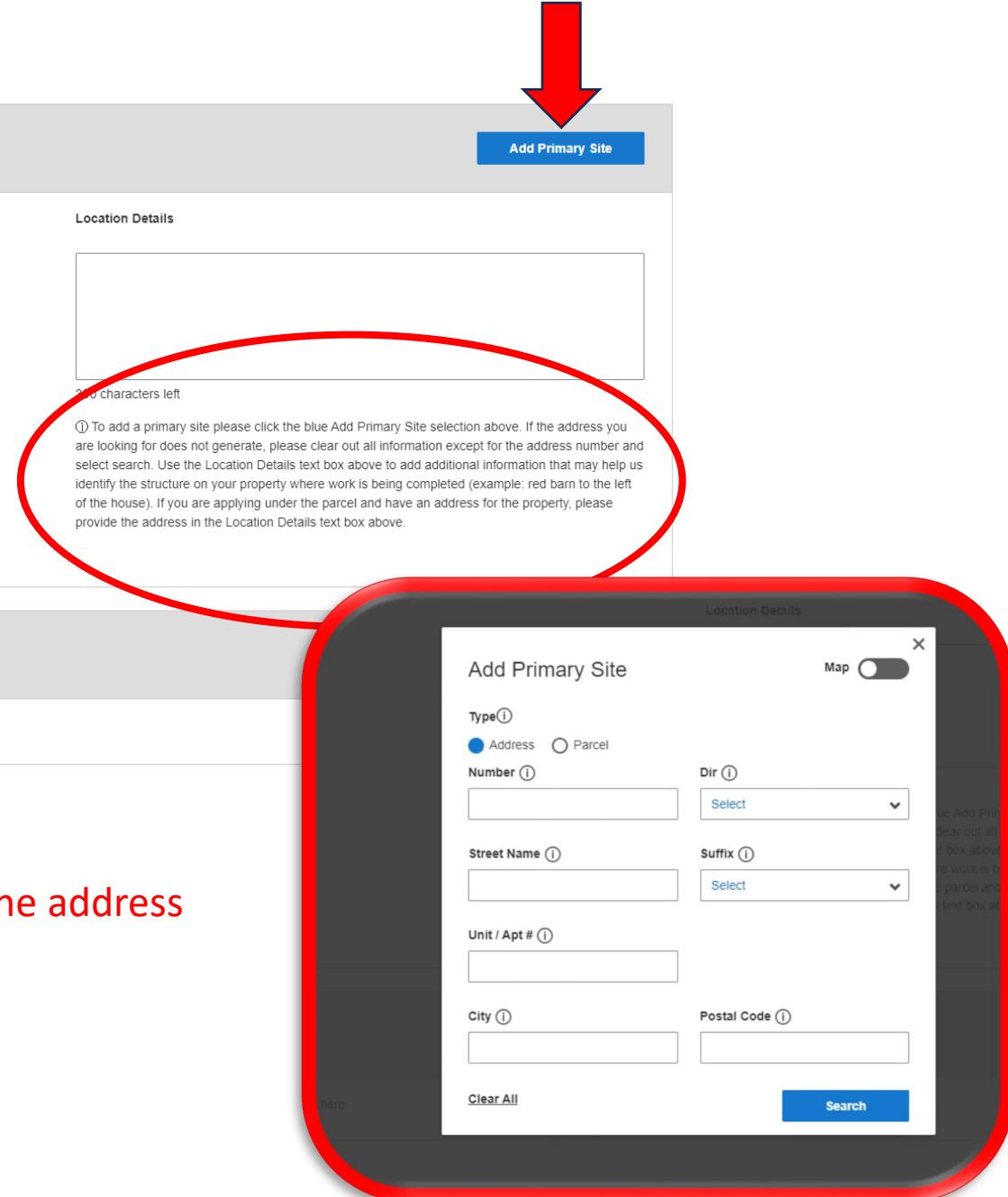
Sites ⓘ

Add Primary Site



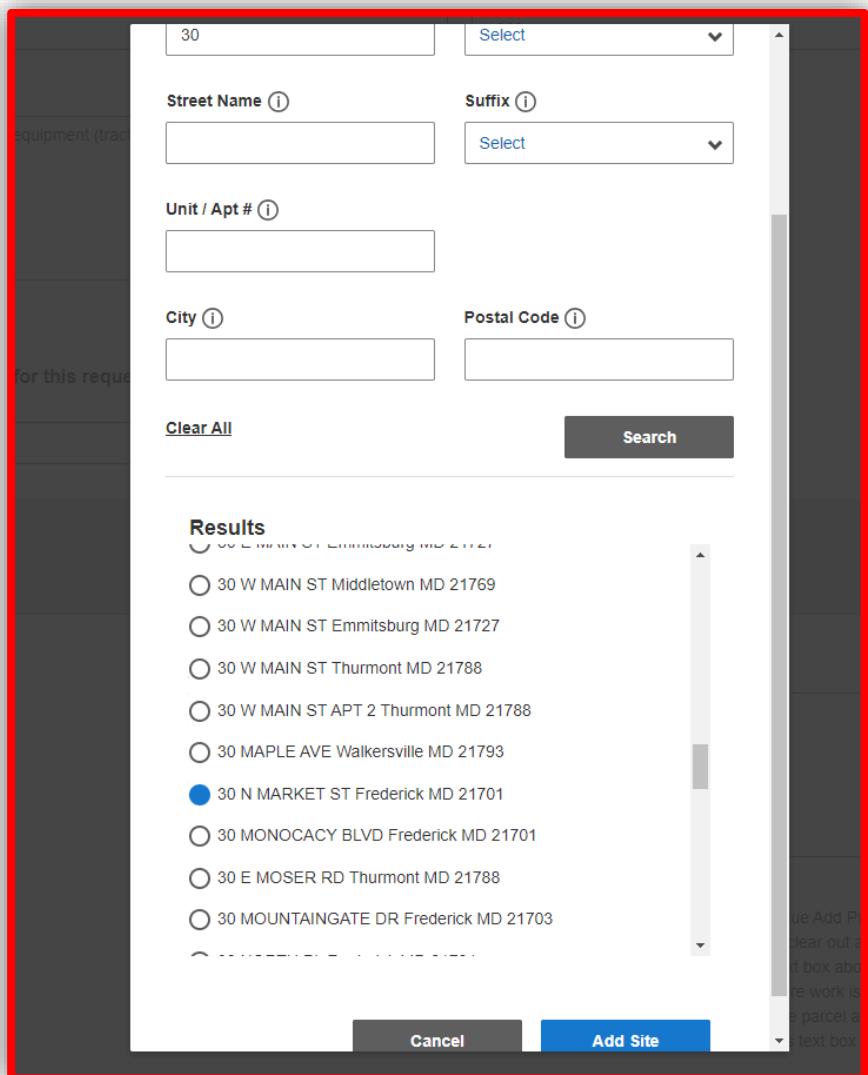
Add Primary Site-

When you click on “add primary site” a pop-up window will appear with a search to find the address for your project.



**Note the instructions for how to search for the address

Add Primary Site-



The screenshot shows a search interface for adding a primary site. At the top, there is a text input field containing the number '30' and a 'Select' button with a dropdown arrow. Below this are four input fields: 'Street Name' (with a placeholder 'equipment (track)'), 'Suffix' (with a 'Select' button), 'Unit / Apt #' (empty), and 'City' (empty). To the right of the city field is a 'Postal Code' input field. Below these fields are 'Clear All' and 'Search' buttons. The 'Search' button is in a dark grey box. The 'Results' section follows, displaying a list of addresses. The address '30 N MARKET ST Frederick MD 21701' is highlighted with a blue circle. At the bottom of the interface are 'Cancel' and 'Add Site' buttons. The 'Add Site' button is in a blue box.

30

Select

Street Name ⓘ Suffix ⓘ

Unit / Apt # ⓘ

City ⓘ Postal Code ⓘ

Clear All

Search

Results

- 30 E MARY ST Emmitsburg MD 21727
- 30 W MAIN ST Middletown MD 21769
- 30 W MAIN ST Emmitsburg MD 21727
- 30 W MAIN ST Thurmont MD 21788
- 30 W MAIN ST APT 2 Thurmont MD 21788
- 30 MAPLE AVE Walkersville MD 21793
- 30 N MARKET ST Frederick MD 21701
- 30 MONOCACY BLVD Frederick MD 21701
- 30 E MOSER RD Thurmont MD 21788
- 30 MOUNTAINGATE DR Frederick MD 21703

Cancel Add Site

When you input just the number for the street address, a list of properties with that number will generate.

Select your address and click “add site”.

Add Attachments-

*Please refer to the submittal requirements for Zoning Certificate AG Building and upload all required documents.

Location Details

300 characters left

To add a primary site please click the blue Add Primary Site selection above. If the address you are looking for does not generate, please clear out all information except for the address number and select search. Use the Location Details text box above to add additional information that may help us identify the structure on your property where work is being completed (example: red barn to the left of the house). If you are applying under the parcel and have an address for the property, please provide the address in the Location Details text box above.

Add Attachment 0 ^

Back **Save & Continue**



30 N MARKET ST
Frederick MD 21701
Address

Location Details

Shows all attachments that are associated with the current application. Click Add Attachment to add a new attachment.

Attachments ⓘ

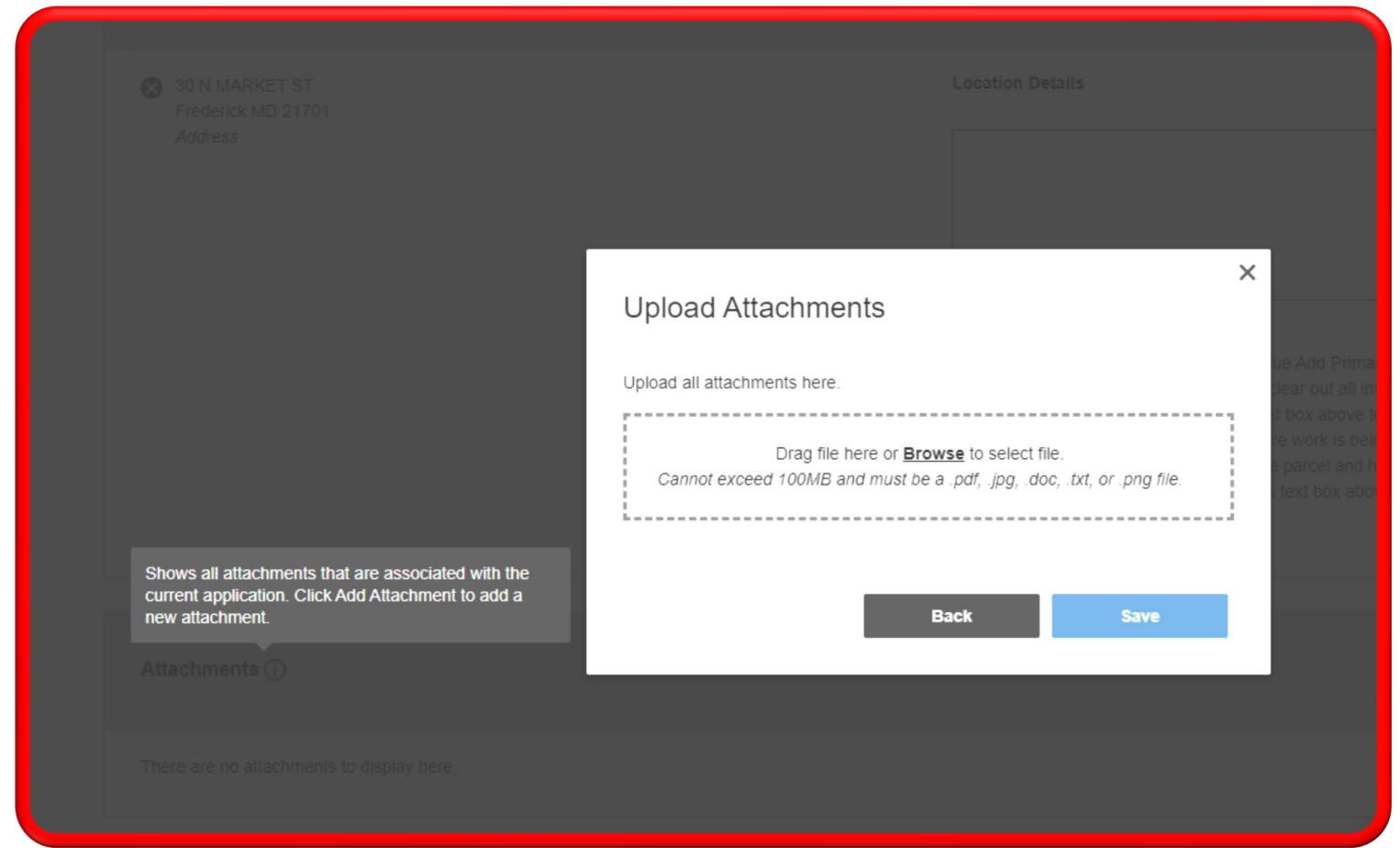
There are no attachments to display here.

Upload Attachments

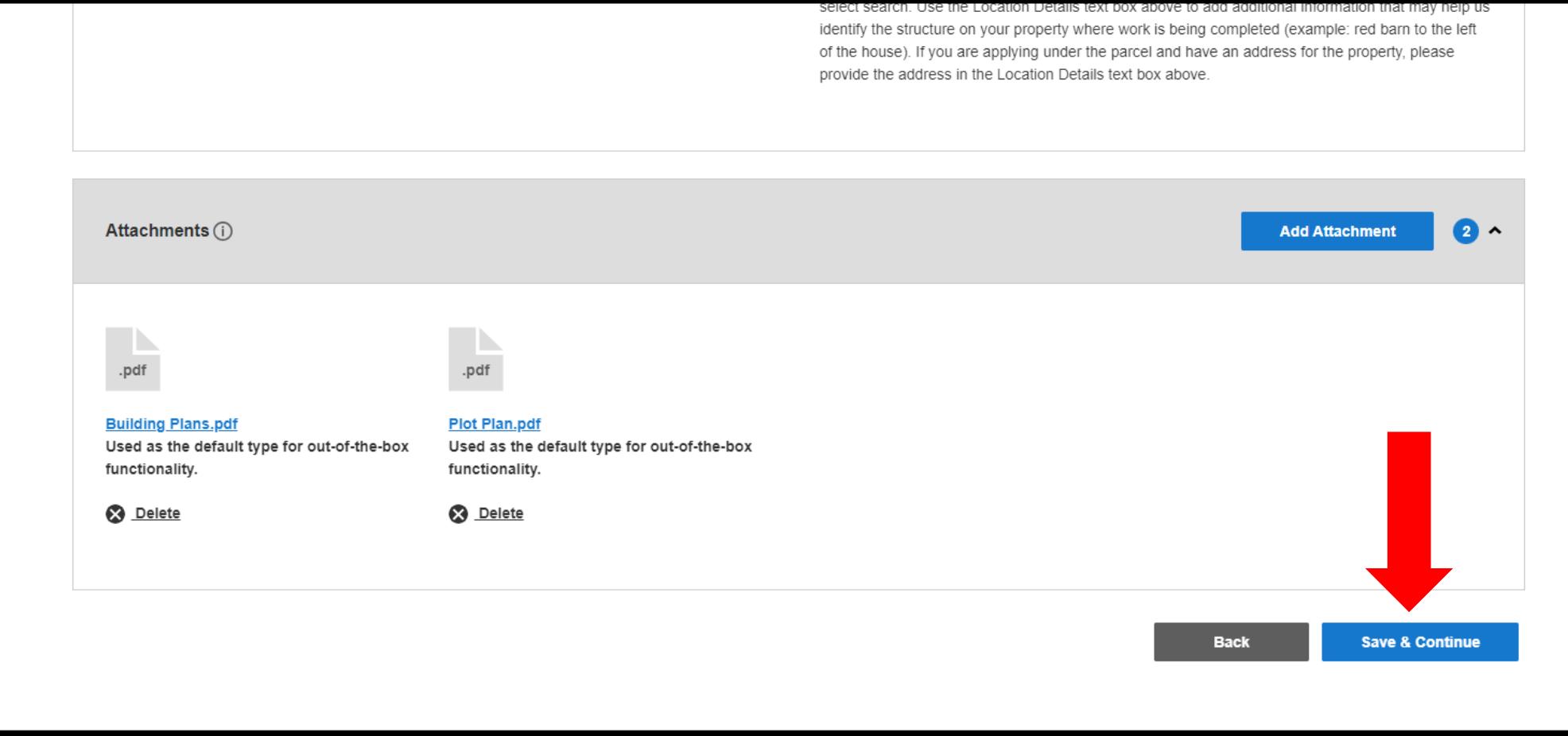
Upload all attachments here.

Drag file here or **Browse** to select file.
Cannot exceed 100MB and must be a .pdf, .jpg, .doc, .txt, or .png file.

Back **Save**



When you have completed this section, click “Save & Continue”.



select search. Use the Location Details text box above to add additional information that may help us identify the structure on your property where work is being completed (example: red barn to the left of the house). If you are applying under the parcel and have an address for the property, please provide the address in the Location Details text box above.

Attachments (1)

Add Attachment 2 ^

 .pdf Building Plans.pdf Used as the default type for out-of-the-box functionality.	 .pdf Plot Plan.pdf Used as the default type for out-of-the-box functionality.
--	---

Delete

Delete

Back **Save & Continue**

You do not need to fill out the Contact Details section.

This section can be used if you have additional people who you would like to be kept informed of the permit status.

If the person you are adding has a portal account, you will use the same email address they used to create their account.

All fees are due once the application has been accepted.

[Print Instructions](#)

Contact Details

Add Additional Contacts Only - Do not add yourself

[+ Add Row](#)

Capacity *	First Name *	Last Name *	Email *
------------	--------------	-------------	---------

Zoning Cert Details

Complete the Zoning Cert Details page:

The image shows a screenshot of a web-based application for completing a Zoning Cert Details page. The interface is divided into several sections:

- Left Panel:** A sidebar titled "Zoning Cert Details" with a "Construction Type" section. The dropdown menu is set to "POLE BUILDING".
- Main Form:** A large central area with two main sections: "Zoning Cert Details" and "Building Use".
- Zoning Cert Details Section:** Contains a dropdown menu set to "POLE BUILDING" and a list of checkboxes for various building characteristics. A red arrow points from the "POLE BUILDING" dropdown in the sidebar to the "POLE BUILDING" dropdown in this section.
- Building Use Section:** Contains a dropdown menu set to "AG BLDG EXEMPT PER BLD CODE" and a list of checkboxes for building uses. A red arrow points from the "AG BLDG EXEMPT PER BLD CODE" dropdown in the sidebar to the "AG BLDG EXEMPT PER BLD CODE" dropdown in this section.
- Right Panel:** A sidebar titled "Building Use" with a "Select" button and a list of options: "Select", "AG BLDG EXEMPT PER BLD CODE", and "FARM STAND".

Zoning Cert Details

Construction Type

POLE BUILDING

Building Use

AG BLDG EXEMPT PER BLD CODE

 Additional Electric?

Total Impervious Area is 7500 sq. or more

 Additional Plumbing?

Qualifies for a Standard SWM Plan for Agricultural structure through SCD (total impervious area between 5000 and 7499 sq ft.)

 Designed and constructed to house farm implements, hay, grain, poultry, livestock or other horticulture products

Place of Human Habitation

Place of employment

Used by public

Total Building Impervious Area (sq. ft.)

1200

NRCS Approved Project

Place where agricultural products are processed, treated or packaged

Designed and constructed to be used as a farm stand

Structure will be used in conjunction with Agritourism Enterprise (If selected, a Zoning Verification application will need to be submitted concurrently)

Section Complete? *

Yes

Read each selection carefully and choose accordingly to your project.

- If there will be electric or plumbing involved, a separate electrical and/or plumbing permit will be required.
- Review for stormwater management requirements.
- If this is a NRCS project, the approval letter must be attached to this application.

Section Complete? YES

Building Details Zoning page:

- Complete all sections on the building details page; Site Information, Setbacks & Measurements, Building Materials, and Septic Information.
- Click “Save & Continue”

The screenshot displays the 'Building Details Zoning' page with the following sections:

- Site Information:** Includes fields for Lot Size (1089000), Disturbed Area (sq ft) (1400), Quantity of Cut + Fill (cu yd), Total Impervious Area (sq ft) (1200), New Driveway Apron (checkbox), and Driveway apron status (Select dropdown).
- Setbacks & Measurements:** Includes fields for Front (125), Rear (125), Right (125), Left (125), Building Height in Ft. (18), and # of Levels Incl. Bsmt. (1).
- Building Materials:** Includes dropdowns for Foundation Wall (OTHER), Ext. Wall Const. (STEEL), Ext. Wall Conv. (STEEL), Roof Type (TRUSS), Roof Composition (STEEL), Interior Wall (OTHER), and Floor Covering (CONCRETE SLAB FLOORING MATERIA).
- Septic Information:** Includes checkboxes for New Septic, Connect to existing septic, Conventional, Sand Mound, and a Name of Septic Installer field. A checked checkbox for 'Septic And Construction Area Staked' is also shown.

At the bottom right are 'Back' and 'Save & Continue' buttons.

Review all information entered into the application and then click “Submit”

Submit a New Record

My Account

Frederick County Government

My Dashboard Lookup Record Submit an Application/Request Need Help ?

Choose a Record Record Information Additional Information **Review** Confirmation

Instructions

1. The user of this system to review this application.

2. The information is correct.

3. He / She will comply with all regulations of Frederick County which are applicable hereto.

4. He / She will perform no work on the reference property so specifically described in the application.

5. He / She knows that this permit does not include electrical or plumbing work. electrical and plumbing work requires a separate permit. Any change without approval of the agencies concerned shall constitute sufficient grounds for the disapproval of a permit. The appropriate revision fee shall be charged.

Attachments (0)

Additional Electric? **Additional Plumbing?**

Building Used as function

Total Impervious Area is 7500 sq. or more Qualifies for a Standard SWM Plan for Agricultural structure through SCD (total impervious area between 5000 and 7400 sq ft.)

Designed and constructed to house farm implements, hay, grain, poultry, livestock or other horticulture products Place of Human Habitation

Place of employment NRCS Approved Project

Contact Designed and constructed to

Add Add Capa Structure will be used in conj. Verification application will be

Section Complete? Yes

Gross Floor Area 1200

Building Materials

Foundation Wall OTHER Ext. Wall Const. STEEL

Ext. Wall Conv. STEEL Roof Type TRUSS

Roof Composition STEEL Interior Wall OTHER

Floor Covering CONCRETE SLAB FLOORING MATERIA

Septic Information

If installing new septic, please also select Conventional or Sandmound

If connecting to existing septic, please do not select a type

New Septic Connect to existing septic

Conventional Sand Mound

Name of Septic Installer: Septic And Construction Area Staked

Section Completed? Yes

Back Submit

Frederick County Government

My Dashboard Lookup Record Submit an Application/Request

Submit a New Record

Choose a Record Record Information Additional Information Review Confirmation

Instructions

Confirmation

Thank You! Your record was submitted. Please click the link ID below to see the details of your application.

ID: 288788

Once you receive an **ID Number (permit number)** the permit comes back for us to complete our “Completeness Check”.

During completeness check we will determine if it needs more information or if it can move forward to the reviewers.

Once we approve our completeness check you will be notified that your permit is ready to be paid.

The permit **CANNOT** move to review until it is paid.

Review cycle for all approving agencies for a Zoning Certificate is one week.