



**DIVISION OF PLANNING AND PERMITTING  
FREDERICK COUNTY, MARYLAND**

*Department of Permits and Inspections*

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**Memorandum  
HVACR Permitting Policy**

To: Licensed Contractors

From: Ashlye Bonomo, Assistant Director, Department of Permits and Inspections *AB*

Through: Gary Hessong, Deputy Director, Division of Planning and Permitting *G.H.*

Date: June 27, 2022

RE: Clarification of HVACR Permit Requirements

Effective immediately and pursuant to the rules and regulations established through the Maryland Code, Business Regulation Article, §9A-101, and the State Board guidelines, contractors that are licensed with the State Board of Heating, Ventilation, Air Conditioning, and Refrigeration (HVACR) Contractors are authorized to perform work in Frederick County for the *installation, alteration, remodel, maintenance, and repair of heating, ventilation, air conditioning and refrigeration systems* without a permit, so long as the service panel is deemed adequate to allow for the new or replacement HVAC unit i.e., the unit amperage does not exceed what the panel can accept.

Maryland law does not allow local jurisdictions to issue or require a local license to provide a service for which there exists a statutory state license requirement. The installation of new or replacement HVAC units falls under the scope of the International Mechanical Code which has been adopted by the State Board of HVACR Contractors. Further, Frederick County has not adopted a Mechanical Code. However, as required by the State, the County has adopted the Maryland Building Performance Standards along with our local amendments that are found in the Frederick County Building Code, Chapter 1-6 which includes adoption of the International Building Code, International Residential Code and the International Energy Conservation Code.

Therefore, although Frederick County has determined that a permit is not required for the above referenced scope of work, any new circuit or electrical wiring beyond the replacement of the disconnect will require an electrical permit to be obtained, and all associated gas work will require a plumbing/gas permit to be obtained by a Frederick County registered/licensed contractor.