



DIVISION OF PLANNING AND PERMITTING FREDERICK COUNTY, MARYLAND

Office of the Zoning Administrator

30 North Market Street • Frederick, Maryland 21701

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www.FrederickCountyMD.gov/planning

Accessory Dwelling Unit Annual Statement

Accessory Dwelling Unit is defined as: An independent, self-contained dwelling unit located within a single family dwelling, or within an accessory structure, or built as a separate accessory structure or an addition to a single family dwelling, and located on the same lot as a single family dwelling. An accessory dwelling unit that does not exceed 800 square feet must be approved in accordance with Section 1-19- 8.212. An accessory dwelling unit greater than 800 square feet must be approved as a special exception by the Board of Appeals in accordance with Section 1-19-8.321.

Frederick County Zoning Ordinance Section 1-19-8.212 (H)

Requirements of Approval:

- The owner of the principle residence shall file an annual statement with the Zoning Administrator verifying that the conditions remain the same.
- If the ownership of the lot changes, the subsequent owner must provide a statement to the Zoning Administrator as to the continuing use and eligibility of the accessory dwelling unit.
- The property owner must reside in the principle dwelling unit or in the accessory dwelling unit.

Property owner: _____

Property address: _____

Special Exception case number and approval date (*if applicable*): _____

Building permit number under which the Certificate of Occupancy was issued: _____

Have the conditions under which the Special Exception and/or Certificate of Occupancy were approved changed? Yes or No (*circle one*)

If yes, please explain: _____

Has property ownership changed since approval? Yes or No (*circle one*)

Does the property owner still reside on the property? Yes or No (*circle one*)

Please disclose who is residing in the Accessory Dwelling Unit: _____

Property Owner Signature

Date