



Zoning Certificate

**For information contact Amanda Hickman,
Planning & Zoning Coordinator
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A Zoning Certificate certifies the Town of Perryville has approved a proposed use of property as being consistent with the provisions of the Zoning Ordinance. No building or other structure shall be erected, moved, added to, or structurally altered, or use of land be changed without a Zoning Certificate. Property changes include change of use, interior and exterior renovation, addition, demolition, shed, garage, deck or porch, fence, patio or sidewalk, driveway, swimming pool, or signage. An approved Zoning Certificate is good for one (1) year from date of issue.

Complete the Zoning Certificate Form – available at Town Hall or Town website www.perryvillemd.org (select Forms & Documents, under Planning & Zoning):

- Applicant – Name and address of applicant--if applicant is not the property owner a Letter of Authorization is required for permission to apply for a Zoning Certificate/permit (form is available on website).
- Phone – Number where applicant can be reached.
- Property Owner – Name and address of property owner name with phone number; if property is a recent purchase, please provide a copy of your settlement statement or deed.
- Location – Address where work is to be done.
- Proposed use – Description of proposed use (8'x10' deck or 12'x20' shed, 6' privacy fence, coffee shop).
- Signature of owner or applicant/authorized agent.

With Zoning Certificate, include the following information:

- Plot Plan/Location Survey (recommended) or rendering showing the dimensions and shape of the lot to be built upon with the location and dimensions for the proposed structure with distances from property lines and other structures.
- If applicable, three (3) sets of construction plans/specifications with sufficient clarity and detailed dimensions to show the nature and character of the work to be performed in conformance with the Building Code. One (1) set will be retained for Town file and two (2) sets returned for submittal to Cecil County, the Town's building authority.
- Cecil County building permit as required for uses subject to inspections.
- Letter of Authorization from the property owner (form available on website).
- If applicable, provide detailed description of proposed use or business plan.
- Pictures or diagrams to illustrate proposed use.
- If property is located in the Chesapeake Bay Critical Area (within 1,000 feet from tidal waters) additional information will be required.

After review and approval you will be notified when the Zoning Certificate is ready for pickup and applicable fee. Town Hall is open Mon & Tues 8:00 to 5:30, Wed & Thurs 8:00 to 4:30, and Friday 8:00 to 2:30 p.m.

If a Cecil County Building Permit is required -- Information and permit forms are available at www.ccgov.org, select Government, Permits & Inspections, or call 410-996-5235. The office is located at 200 Chesapeake Blvd, Suite 2200, Elkton, MD 21921.

NOTES:

- Shed and detached garage must be five (5) feet from property line(s) unless further restricted by utility or storm water easements;
- Additions and attached garages per Section 238 requirements;
- Fences may be installed on the property line but the owner is responsible for proper placement; one (1) foot setback from front property line in front yard; fence height limited to 3 ½ feet in front yard and 6 feet in side or rear yard;
- Other restrictions may apply as determined during the review process.