



Department of Planning and Zoning

Division of Public Service and Zoning Administration

3430 Courthouse Drive, Ellicott City, Maryland 21043 410-313-2350 [FAX: 410-313-3391]

Request for Determination Of Parcel Status as a Legal, Buildable Parcel

I request a written determination as to whether the parcel at the following address was a legally created parcel that qualifies as being buildable for a single-family detached dwelling or other use permitted as a matter of right by the Zoning Regulations:

(Parcel address and street name only. No need for Post Office name or zip code)

Tax Map _____ Grid _____ Parcel _____

Tax Account ID Number (if available) _____

For this determination to be made, you must submit copies of the recorded deeds for the parcel, from the most current recorded deed to the deed by which the parcel was first created in its current size and shape. If there is a plat depicting the parcel, please also submit that, and/or any other plan that depicts the parcel.

(Print your name above)

(Print the address to which you want the determination letter sent)

(City) (State) (Zip)

(Your phone number(s) during business hours)

(Print an email address to reach you [highly recommended])

(If the intended use is **not** a single-family detached dwelling, print the use here, otherwise leave blank)

Signature: _____ Date: _____

Fee: \$50.00

It typically takes approximately one to two weeks to complete the process for this type of determination. We may need to request additional information in order to make a determination, which may extend the time. It is not uncommon that there is not a sufficient record available to make a determination. It is also not uncommon for an initial determination to be made that the parcel appears to not have been legally created, and if so, you may always attempt to find additional records and request a new determination.