



Office of Planning and Zoning
Zoning Division
Zoning Administration Section
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FARM OR AGRICULTURAL HERITAGE SITE SPECIAL EVENTS
TEMPORARY USE APPLICATION

Farm or Agricultural Heritage Site Special Events are a use of property where events are conducted on a farm or on an agricultural heritage site where guests assemble for parties, weddings, celebrations, or similar uses for compensation. Anne Arundel County Code, Article 18, Section 2-203 (b) permits farm or agricultural heritage site special events on a property in the RA, RLD, or R1 zoning districts as a temporary use subject to the following restrictions:

- The event will not adversely affect nearby properties and will not require significant or permanent changes to existing topography, vegetation, or other natural features.
- The same property may host no more than eight (8) special events in a 12-month period.
- Authorization is given for each individual event to be held on a property.
- An event may not exceed one (1) day.
- Outdoor assembly areas are located and designed to shield surrounding residential properties from the effects of noise, hazards, or other offensive conditions.
- The maximum capacity for an event will not exceed 25 attendees per acre.
- The owner has owned the property for the immediately preceding two years and has been engaged in active farming for the immediately preceding two years.

NOTE: No appointment is needed to submit this application.

1. SPECIAL EVENTS REQUEST

Description of Proposed Use/ Type of Event/ Event Name

2. Applicant's Name _____

Address _____

Phone No. (Work) _____ (Cell) _____

Email Address _____

3. Business/Organization Name

4. Applicant's Interest in Subject Property*

Owner (including joint ownership) Other (describe and give name and address of owner)

*If the Applicant is not the owner of the subject property, documentation from the owner authorizing the application must accompany this submission.

5. Property Identification Where Special Event Will be Held

Address of Subject Property _____

Tax Account # _____ Total Acreage of Property _____

Tax Map _____ Block _____ Parcel _____ Lot _____

Zoning District _____

Subdivision Name (if applicable) _____

Is the property protected by an agricultural preservation easement (MALPF, Rural Legacy, County Agricultural Preservation Program) or other conservation easement (land trust, etc.)?

_____ Yes _____ No

If Yes, attach verification of Grantee approval that the proposed use or activity is permitted under the terms of the Deed of Conservation Easement. Attached _____ Yes _____ No

6. Description of Special Event

Please respond in detail to all of the following items applicable to the proposed use. Pages may be attached to this application if additional space is needed.

a. Date of event _____

b. Event start time _____

c. Event end time _____

d. Description and sizes of structures, existing and temporary, or other improvements to be installed on site

e. Projected maximum number of staff _____

f. Projected maximum number of participants _____

g. Description of parking facilities, including the number of parking spaces on site; number and location of off-site parking spaces available for use; surface material of parking areas

h. Description of outdoor lighting to be used, including intensity and type of existing or proposed lighting fixtures

i. Description of sources of noise generated by proposed use, potential noise levels, and proposed noise mitigation measures

j. Description of Food and Beverage Services Provided or Utilized

k. Description of solid waste disposal measures and comfort station facilities

Note:

Use of an on-site sewage disposal system for wastewater must be pre-approved by the Department of Health for the maximum projected flow of the event. Contact DOH for more information.

If a private water well is planned to be used for service, it must have passed requirements for a Certificate of Potability by the Department of Health. Agricultural wells may not be used for human consumption.

7. Special Event Site Plan

The plans must be drawn to scale (engineering scale) and include any and all areas to be occupied or used for the Special Event, including all vendors and service areas, trash receptacles and sanitation facilities, and must also include the items listed below:

- a. Distances to property lines
- b. Size of property
- c. North arrow
- d. Scale of plan
- e. Tax map, parcel and lot number of subject property
- f. Existing and proposed uses, structures, parking spaces, driveways, and points of access on the subject property
- g. Location of well(s), septic system(s) and public sewer lines, if applicable
- h. Floor area and height of structures
- i. Any other information necessary for full and proper consideration of the application.

Note: The site plan is to provide the existing and proposed uses, structures, parking spaces, and driveways located in the event area including points of access to the event. The location of the well(s), septic system(s), and public sewer lines is required only if located in the event area. An aerial of the entire farm indicating the event area should be included. The Zoning Section is available to provide an aerial of the farm and other assistance as needed.

8. Application Materials

Submit original and five (5) copies or a PDF of this application, all supplemental pages, and the required plans.

9. Signatures

The undersigned hereby affirms that all of the statements and information contained in or filed with this application are true and correct. The undersigned has read the instructions on this form, filing here with all of the required accompanying information.

Signature of Applicant _____ Date _____

For OPZ, I&P, Health, Liquor Board, Recreation and Parks, and Fire Marshal’s Office use only.

Comments:

For Cultural Resources Section if event is on an agricultural heritage site - compliance with 17-6-504

Comments:

Authorization of Special Event Accepted /Rejected: _____

Date _____