

## **Department of the County Attorney – Frequently Asked Questions**

The County Attorney receives questions from citizens on a regular basis. In an effort to assist citizens with common questions, the following list of Frequently Asked Questions has been composed:

### ***I am having a dispute with my neighbors. Who can I contact?***

You can always consult with an attorney to learn your legal rights. As an alternative, the Carroll County Community Mediation Center may be able to help you resolve this issue by providing free conflict management services. They are located at 255 Clifton Boulevard, Suite 311, Westminster, Maryland, 21157 and can be reached by phone at 410-848-1764, and by email at [ccmc@carrollcc.edu](mailto:ccmc@carrollcc.edu). Additional information is available at <http://www.carrollcc.edu/Student-Services/Community-Mediation-Center/Community-Mediation-Center---Services/>

### ***I would like to research the County Code. How do I access it on-line?***

The Code of Public Local Laws and Ordinances of Carroll County can be accessed by following these steps:

Go to the County's main page at <http://ccgovernment.carr.org/ccg/default.asp>  
Click the "Living Here" tab along the upper portion of the main page.  
Scroll down to and click "County Code" and the search and browser options are located on both the side and bottom of the page.

### ***I would like to purchase a copy of the County Code. Where is it available for sale and how much does it cost?***

The Code of Public Local Laws and Ordinances of Carroll County is only available for sale through the publisher, American Legal Publishing Corp., 432 Walnut Street, Suite 1200, Cincinnati, Ohio, 45202. To purchase a code book, please contact the publisher directly at 1-800-445-5588, or email [customerservice@amlegal.com](mailto:customerservice@amlegal.com)

### ***I need information about my pending court case. Can the County Attorney help me with that?***

The Department of the County Attorney is not directly affiliated with the court system and cannot provide information on pending court cases. For information on a pending District Court case, contact the District Court Clerk's Office at 410-871-3500, TTY 410-735-2258. For information on a pending Circuit Court case, contact the Circuit Court Clerk's Office at 410-386-8710.

***I live in Carroll County and I would like a County Attorney to represent me for my divorce. Who can help me?***

The County Attorney represents the Board of County Commissioners and is prohibited from representing or providing legal advice to individual Carroll County residents. A free legal services clinic is available to assist persons below a certain income level who are not represented by an attorney in the completion of family law forms and/or to provide limited legal advice regarding divorce, separation, custody, visitation, child support, alimony, division of marital property, mediation, name change, guardianship, domestic violence, contempt, and emergency evaluations on Tuesdays from 4:00 to 7:00 p.m. and on Thursdays from 9:00 a.m. to noon at the Courthouse Annex, Room 208, 55 North Court Street, Westminster, Maryland. Additional information regarding family law services can be found at <http://mdcourts.gov/clerks/carroll/family.html>

***I would like a County Attorney to represent me in a criminal case. Who can help me?***

The County Attorney represents the Board of County Commissioners and is prohibited from representing or providing legal advice to individual citizens. You may contact the Public Defender at 410-871-3636 or the Legal Aid Bureau at 1-800-679-8813. If you wish to hire private counsel and are not familiar with any attorney, you may contact the Lawyer Referral Service at 410-337-9100.

***Do you prosecute criminal cases?***

No. Generally, criminal cases are prosecuted by the Carroll County Office of the State's Attorney. You may contact the State's Attorney's Office at 410-386-2671 (<http://ccgovernment.carr.org/ccg/stateatt/about.htm>).

***How do I reach the District Court Commissioner?***

The County Commissioners have no direct relationship with the District Court Commissioners. They are judicial officers authorized to issue statements of criminal charges and perform other judicial functions for the District Court of Maryland. The District Court Commissioner is located at 101 North Court Street in Westminster, and can be reached at 410-871-3520.

***Does Carroll County have a noise ordinance?***

Yes. Ordinance No. 05-08 became effective September 15, 2005, and is codified as Chapter 93 in the Code of Public Local Laws and Ordinances of Carroll County. For

information on how to file a complaint, please contact the Sheriff's Office at 410-386-2900.

***Who would I contact to make a complaint about animals, such as barking dogs, or dogs running at large, etc.?***

The Humane Society of Carroll County, Inc. (<http://www.carr.org/humane>) responds to complaints such as at large animals, cruelty to animals, dangerous animals, etc. in Carroll County. They can also answer questions regarding animal licensing and vaccination. The Humane Society is located at 2517 Littlestown Pike, Westminster, Maryland, 21158, and can be reached at 410-848-4810 or 410-875-5379.

***I am interested in buying property in Carroll County. How can I find out who owns the land?***

Contact the Land Records Office at the Circuit Court at 888-302-8927 or 410-386-2022 or access the State Department of Assessments and Taxation website at <http://www.dat.state.md.us/> and click on Real Property Data Search.

***Do I need a permit to build a deck on my house?***

Yes. For information on permit requirements, contact the Bureau of Permits and Inspections at 410-386-2674.

***I believe that my neighbor is violating the Carroll County zoning laws. Who should I contact?***

Contact the Office of Zoning Administration at 410-386-2980.

***I live in Uniontown and I'd like to replace my windows. Are there any restrictions?***

Much of Uniontown is located within a Historic Preservation District. If you live in the boundaries of the District, you need to obtain permission from the Historic Preservation Commission before replacing the windows. Please contact the Office of Administrative Hearings at 410-386-2094 for an application for permission and instructions on making home improvements in the Historic District.

***I would like to have a yard sale. Are there any restrictions?***

Yes. Under State law, you may hold only one yard sale not exceeding 14 consecutive days in a calendar year.

***I am planning a bingo or a raffle. Are there any restrictions?***

Bingo and raffles are regulated under State law, which contains many restrictions regarding the types of events that may be held, when they may be held, and who may hold the events. If you wish to conduct a bingo or a raffle, you need first obtain a permit from the County Tax Office. For more information regarding the permit, please contact the Tax Office at 410-386-2971.

***I have a complaint against my landlord or tenant. Who can help me?***

If you have a complaint regarding lead paint, you must contact the Health Department at 410-876-1884 or 1-800-966-3877. If you have questions about living conditions in your rental unit, contact the Bureau of Permits and Inspections at 410-386-2674.

***I live on a private driveway and there are six of us using the driveway, but only two of us are contributing to the costs of maintenance. Will the County enforce the Declaration of Maintenance Obligations (“DMO”)?***

No. A DMO is a private agreement between individual private parties. You need to review your maintenance agreement and contact a private attorney with any questions relating to this agreement.

***My neighbor’s shed violates the restrictive covenants of our subdivision. Can your office send him a warning letter?***

Covenants which govern the use of lots within subdivisions are private restrictions that must be enforced by a homeowners’ association or a resident of the subdivision. The County is unable to enforce private restrictions.

***Who can I contact with a complaint regarding the purchase of a faulty item or service rendered?***

These complaints are handled by the Consumer Protection Division of the Office of the Maryland Attorney General (<http://www.oag.state.md.us/Consumer/index.htm>), which can be reached at 410-528-8662.

***I have a question regarding a legal matter involving the Board of Education.***

The Board of Education is a state agency and it is not represented by the County Attorney. You may contact the Board of Education directly at 410-751-3000.

***I closed my business but am still receiving tax bills. Why?***

Specific forms must be filed with the State Department of Assessments and Taxation (SDAT) to properly shut down a business and close your tax account. SDAT generates an annual assessment for all businesses on January 1 of each year, which assessment is forwarded to the County for collection. The County is unable to abate a tax assessment because it is a state assessment. If you wish to contest your business tax assessment, you may contact SDAT at 301 West Preston Street, Baltimore, Maryland, 21201; phone 410-767-4991; 410-767-1150; 888-246-5941; TTY 800-735-2258. FAX 410-333-7937.

**I receive unsolicited, unwanted, free newspapers. Who do I contact to stop delivery?**

You may contact the following publishers directly:

**Marketplace and Advocates**

Distributed throughout the County:

- The Advocate of Sykesville and Eldersburg in South Carroll
- The Advocate of Hampstead and Manchester in North Carroll
- Marketplace in the balance of the County

Distributed by:

Carroll County Times/Baltimore Sun Media Group  
115 Airport Drive, Suite 170  
Westminster, Maryland 21158  
410-848-4400

For non-delivery, call 877-228-4637, press 2  
For delivery, call 410-857-9413; 410-875-0731

Email to Circulation: [circulation@carrollcountytimes.com](mailto:circulation@carrollcountytimes.com)

Trish Carroll, Publisher – [tcarroll@carrollcountytimes.com](mailto:tcarroll@carrollcountytimes.com)

**The Merchandiser**

Delivered primarily in Manchester, Hampstead, Taneytown, Union Bridge, and parts of Westminster (Hampstead/Manchester Merchandiser and the Hanover Merchandiser).

Distributed by:  
Kapp Advertising Services  
300 High Street  
Hanover, Pennsylvania 17331

Circulation Office ([hcirculation@kappad.com](mailto:hcirculation@kappad.com))  
717-632-1026; 800-673-2474

Gregory Kaltreider, Circulation Manager – Hanover Office  
[gregk@kappad.com](mailto:gregk@kappad.com)  
717-632-1026; 800-673-2474; FAX 717-632-7487

Joseph O'Brien, Jr., Branch Manager – Hanover Office  
[Jobrien@themerchandiser.com](mailto:Jobrien@themerchandiser.com)  
717-632-1026; 800-673-2374; FAX 717-632-7487

Valerie Stokes, General Manager  
100 East Cumberland Street  
Lebanon, Pennsylvania 17042  
[vals@themerchandiser.com](mailto:vals@themerchandiser.com)  
717-273-8127; 800-673-2434; FAX 717-273-0420