

All highlighted areas must be completed



**LOCATION 911 ADDRESS:** \_\_\_\_\_ **ZONING DISTRICT** \_\_\_\_\_

I. TYPE AND COST OF BUILDING PERMIT					
√	A. TYPE OF IMPROVEMENT	√	B. PROPOSED OR EXISTING USE OF STRUCTURE	√	C. NON-RESIDENTIAL (If applicable)
	NEW BUILDING		MOBILE		AMUSEMENT
	ADDITION		SINGLE FAMILY		CHURCH/OTHER RELIGIOUS
	ALTERATION		DUPLEX/TOWNHOUSE		OFFICE/BANK
	REPAIR/REPLACEMENT		HOTEL/MOTEL		STORE/MERCANTILE
	DEMOLITION		MULTI-FAMILY		RESTAURANT
	FOUNDATION ONLY		OTHER (SPECIFY):		OTHER:

LOWEST FLOOR ELEVATION ± \_\_\_\_\_ NAVD FLOOD ZONE: \_\_\_\_\_

**II. COST OF IMPROVEMENTS (LABOR & MATERIAL)** \$ \_\_\_\_\_

**DESCRIPTION OF WORK BEING DONE TO PROPERTY** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**III. IDENTIFICATION**

Name of Recorded Property Owner	Address, City, Zip Code	Phone Number	Email
Name of Contractor	Address, City, Zip Code	Phone Number	Email

**If applicable:** OC Business License No. \_\_\_\_\_ MHIC License No. \_\_\_\_\_ Marine License No. \_\_\_\_\_

**IV. FOR NEW CONSTRUCTION ONLY:** Home Builders Lic. No. \_\_\_\_\_

General Details Proposed	Yes	No	General Details Proposed	Yes	No	General Details Proposed
Fire Sprinklers			Plumbing			No of Stories
Elevator			Plumbing Permit No.			Total SQ FT Floor Area
Piling/Foundation			Electric			No SQ FT Land Area

No. of Units \_\_\_\_\_ No. of Bedrooms \_\_\_\_\_ No. of Off Street Parking Spaces \_\_\_\_\_ Height of Building (FT) \_\_\_\_\_

≈ **HVACR'S WRITTEN STATEMENT:** A Maryland Licensed Master HVACR must appear in person at the Building Inspection Office to complete the following:

HVACR Company Name \_\_\_\_\_ Trading as \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

O.C. Business License \_\_\_\_\_ HVAC Lic No \_\_\_\_\_ Phone No. \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE DATE

≈ **ELECTRICIAN'S WRITTEN STATEMENT:** A Maryland Licensed Master Electrician must appear in person at the Building Inspection Office to complete the following:

**ELECTRICIAN:** Name \_\_\_\_\_ Trading as \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

O.C. Business License \_\_\_\_\_ Phone No. \_\_\_\_\_

I certify that I am presently licensed in the County of \_\_\_\_\_, MD, Electrician License No. \_\_\_\_\_ as a \_\_\_\_\_ and have been hired to perform the electrical work covered by this building permit.

\_\_\_\_\_  
SIGNATURE DATE

A CERTIFICATE OF OCCUPANCY **MAYBE REQUIRED BEFORE BUILDING CAN BE OCCUPIED.** THIS PERMIT SHALL EXPIRE SIX (6) MONTHS FROM THE DATE OF APPROVAL UNLESS SUBSTANTIAL CONSTRUCTION HAD COMMENCED. ALL IMPROVEMENTS TO PROPERTY MUST COMPLY WITH ALL APPLICABLE CODES INCLUDING BUT NOT LIMITED TO BUILDING, ZONING, FIRE AND ANY STATE OR FEDERAL CODES.

\_\_\_\_\_  
**APPLICANT'S SIGNATURE**

\_\_\_\_\_  
**PROPERTY OWNER'S SIGNATURE**

\_\_\_\_\_  
**PRINT NAME**

\_\_\_\_\_  
**APPLICATION DATE**

**DISCLAIMER:**  
Applicant warrants the truthfulness of the information in this application. If any information is found to be incorrect or if application and permit is issued wrongfully whether based on misinformation or an improper application of the code; the application and or permit may be revoked.

**OFFICE USE ONLY**

<b>Fire Review Fee</b> \$ _____	<b>Impact Fee Water</b> \$ _____
<b>Engineering Review Fee</b> \$ _____	<b>Impact Fee Sewer</b> \$ _____
<b>Building Permit Fee</b> \$ _____	<b>Infrastructure Fee</b> \$ _____
<b>P &amp; Z Preliminary Fee</b> \$ _____	<b>Builders Guarantee Fund</b> \$ _____
<b>Escrow Bond</b> \$ _____	<b>Grand Total Paid</b> \$ _____
<b>HVAC Mechanical Fee</b> \$ _____	<b>Grand Total Paid</b> \$ _____
<b>SW Permit Fees</b> \$ _____	<b>Receipt #</b> _____
<b>Balance Due</b> \$ _____	<b>Date</b> _____
<b>P &amp; Z Balance</b> \$ _____	<b>Receipt #</b> _____
<b>Temp Trailer Fee</b> \$ _____	<b>Date</b> _____
<b>Cost of Landscape Required</b> \$ _____	

**Comments:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**APPROVALS**

**ZONING ADMINISTRATOR** \_\_\_\_\_ **DATE** \_\_\_\_\_

**BUILDING OFFICIAL** \_\_\_\_\_ **DATE** \_\_\_\_\_

**ENGINEERING OFFICIAL** \_\_\_\_\_ **DATE** \_\_\_\_\_

**Please Note:** The above mentioned fees may not be the total of all required fees. Additional fees may apply prior to the issuance of the actual permit.