



Calvert County
Inspections & Permits
(410-535-2155)

Building A/P# _____
Grading A/P# _____

Checklist for Building Permit Application
RESIDENTIAL

Accessory/Addition/Renovation

(accessory apartment, garage, porch, retaining wall, etc.)

Failure to disclose that an addition or renovation will serve as an accessory apartment as defined by the Calvert County Zoning Ordinance is a violation. Fines and court action may result.

Standard Permit Submittal Requirements

Please verify all applications and forms are current

Table with 2 columns: Copies, Description. Rows include Residential Application for Health Department/Zoning Approval and/or Building Permit, Grading Permit Application [or] Grading Exemption*, Plot Plan of the Property showing Existing and Proposed Structures (including EH approval stamp), Floor Plan of the Proposed Accessory Structure/Addition/Renovation, and Record Plat.

Additional Permit Submittal Requirements

Table with 2 columns: Copies, Description. Rows include Private Community Approval Stamp, Environmental Health Sanitary Construction Permit* [and/or] Calvert County Water & Sewer Permit**, Engineer's Signature Waiver Form, Architectural Review Approval, Fire Marshal Application, Stormwater Management Waiver* [or] Variance* [or] Study*, Board of Appeals Order and Approved Exhibit, Critical Area Form, Critical Area 10% Compliance Rule, Agreement to Supply Elevation Certificate for New or Improved Buildings in the Floodplain, and Wetland Delineation [or] Waiver.

APPLICANT / AUTHORIZED AGENT MUST INITIAL AND DATE UPON SUBMITTAL OF THE BUILDING PERMIT PACKAGE
Initial _____ Date _____

Building Permit Applications for Residential Accessory Structures, including above-ground pools, not located in the Critical Area and not requiring a grading permit, can be submitted to the Inspections & Permits Division and reviewed through the Fast-Track process on Wednesdays from 9:30-2:00 with prior Environmental Health Department approval.

Separate permits and inspections are required for projects that include plumbing and electrical work. Electrical and Plumbing permit applications must be completed and signed by the Master Electrician and Master Plumber after the applicable Building permit is approved and issued.

For additional information refer to the Permit Process Guide entitled "RESIDENTIAL ACCESSORY STRUCTURES, ADDITIONS, and RENOVATIONS"