

Application for Residential Building Permit

BUILDING/GRADING AP # _____

Calvert County, Maryland
 Inspection & Permits Division
 150 Main Street, Suite 335
 Prince Frederick, MD 20678

Received By IP: _____ Date _____

PROJECT ADDRESS/ PROPERTY OWNERS INFORMATION				APPLICANT <input type="checkbox"/> Owner <input type="checkbox"/> Contractor <input type="checkbox"/> Engineer <input type="checkbox"/> Permit Service				
Owner's Name:				Applicant's Name:				
Street #		Street Name:		Mailing Address:				
City				City:				
State:		Zip:		State:		Zip:		
Owner's Email:				Applicant's Email:				
Owner's Phone #:				Applicant's Phone #:				
Directions to Site (Starting from Main Street, Prince Frederick)								
IS THE PROPERTY OWNER ACTING AS THE CONTRACTOR? <input type="checkbox"/> Yes <input type="checkbox"/> No- if No, Please complete Contractor's Information:								
Company Name:				Calvert County Home Builder's Registration #:				
MHIC License #				Marine Contractor's License #:				
Contractor's Email:				Contractor's Phone #:				
PROJECT NAME (Subdivision, Lot #, etc.):								
DESCRIPTION OF WORK:								
PROJECT INFORMATION: Check all that Apply				GRADING DETAILS:				
<input type="checkbox"/> New Construction		<input type="checkbox"/> Renovation/Repair		<input type="checkbox"/> Demolition		Grading in or around sewerage disposal areas/ well sites? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Special Exemption				Is this grading for water and/or sewer lines? <input type="checkbox"/> Yes <input type="checkbox"/> No				
<input type="checkbox"/> Fire Restoration		<input type="checkbox"/> Natural Disaster		<input type="checkbox"/> Bona Fide Elderly		Lot Size _____ <input type="checkbox"/> Acres <input type="checkbox"/> Sqft		
Excise Tax (Required for New Homes/Apartments only)				Earth Disturbance= _____ Sq Ft				
<input type="checkbox"/> None		<input type="checkbox"/> Pay 1/3		<input type="checkbox"/> Pay in Full		Cut Fill Amount (in Cubic Yards) = _____		
Foundation Type (For New Construction):			<input type="checkbox"/> Slab		<input type="checkbox"/> Crawlspace		Pool Volume= _____ Gallons	
<input type="checkbox"/> Basement- If basement, will it be		<input type="checkbox"/> Finished		<input type="checkbox"/> Unfinished		Water Dependent Projects, Access by: <input type="checkbox"/> Barge <input type="checkbox"/> Land		
<input type="checkbox"/> Single Family Dwelling (SFD-D)		<input type="checkbox"/> Modular Home (SFD-D)		VEGETATION REMOVAL DETAILS:				
<input type="checkbox"/> Manufactured Mobile Home		<input type="checkbox"/> Accessory Apartment		# of Trees Removed		Sqft of clearing:		
<input type="checkbox"/> Townhouse/ Low Rise Apartment /Condo (SFD-A)				Stumps Removed		<input type="checkbox"/> Grind <input type="checkbox"/> Remove <input type="checkbox"/> Clear Cut		
<input type="checkbox"/> Addition (Attached to dwelling		<input type="checkbox"/> Finished (Livable space		WATER & SEWER DETAILS:				
		<input type="checkbox"/> Unfinished (Porch, Garage, Etc.)		<input type="checkbox"/> New		<input type="checkbox"/> Existing		
<input type="checkbox"/> Accessory Structure- any structure not attached to the dwelling				<input type="checkbox"/> Water Only		<input type="checkbox"/> Sewer Only		
<input type="checkbox"/> Shed		<input type="checkbox"/> Pole Barn		<input type="checkbox"/> Carport		<input type="checkbox"/> Detached Garage		
<input type="checkbox"/> Other		PROPOSED # OF:		EXISTING # OF:				
<input type="checkbox"/> 1 Story		<input type="checkbox"/> 2 Story		<input type="checkbox"/> Finished		<input type="checkbox"/> Unfinished		
Kitchen		Kitchen		Sinks		Sinks		
<input type="checkbox"/> Finished Basement		<input type="checkbox"/> Deck		Height= _____ Ft		Half Baths		
<input type="checkbox"/> Modification		<input type="checkbox"/> Interior (Add or removal walls, drywall, insulation, etc.)		Toilets		Toilets		
<input type="checkbox"/> Exterior (Siding, shingles, roof, etc.)		Toilets		Full Baths				
<input type="checkbox"/> Fence, height= _____ Ft		<input type="checkbox"/> Pool		<input type="checkbox"/> Above Ground		<input type="checkbox"/> Inground		
Full Baths		Full Baths						
<input type="checkbox"/> Foundation Repair/ Waterproofing		<input type="checkbox"/> Interior		<input type="checkbox"/> Exterior				
<input type="checkbox"/> Solar Panels		<input type="checkbox"/> Roof Mounted		<input type="checkbox"/> Ground Mounted				
<input type="checkbox"/> Retaining Wall, Max Height= _____ Ft								
<input type="checkbox"/> Water Dependent		<input type="checkbox"/> Pier		<input type="checkbox"/> Bulkhead				
**ESTIMATED COST OF CONSTRUCTION (Required) = \$								
Finished Sq Ft		Unfinished Sq Ft						
I hereby certify that I have read and understand the requirements listed on page 2 of this permit application form; I have the authority to make this application, the information given is correct, and the use and construction shall conform to the County Health Regulations, the Building Code, Zoning Ordinances, and private deed restrictions, if any, which are imposed on the property.								
APPLICANT'S SIGNATURE:								
PRINT NAME:				Date:				

Residential Building Application Requirements

- This permit application and all required information will be submitted to the Inspections & Permits Division for review by all applicable County and State agencies; incomplete packages will result in processing delays
- Separate permits and inspections will be required for projects that include plumbing and electrical work.
- The permit and approved plan must be posted conspicuously at the front of the lot.
- Permits expire 2 years after issuance unless the project is under continuous construction.

Residential Building Inspection Requirements

- After issuance of a building permit, inspections shall be requested by calling the Inspections & Permits Division at least 24 hours in advance via the online permit portal or contacting Inspections & Permits at 410-535-2155.
- Inspections must be requested by 3:00 pm. in order to be scheduled for the following day. While every effort is made to perform inspections on the day they are scheduled extenuating circumstances may result in a delay.
- Required inspections shall include, but are not limited to: (1) before footings or slabs are poured (2) before foundation walls are backfilled (Foundation Location Surveys must be submitted and approved prior to calling for a framing inspection) (3) before framed walls are insulated (Certifications are required for engineered floor and roof system (4) before interior and exterior walls are covered, and (5) upon completion of construction. Depending on construction methods and sequence, additional inspections may be required. Contact the Inspections & Permits Office if you have questions about the need for a specific inspection.
- Separate permits and inspections will be required for projects that include plumbing and electrical work.
- Section 109.3 of the International Building Code states that: It shall be the duty of the permit holder or their agent to notify the building official that work is ready for inspection. It shall be the duty of the person requesting any inspections required by this code to provide access to and means for inspection of such work. Work requiring an inspection that has been covered or concealed prior to receiving a required inspection will have to be exposed.