

Application for Home Occupation Permit

Calvert County, Maryland
 Inspection & Permits Division
 150 Main Street, 3rd Floor, Suite 335
 Prince Frederick, MD 20678

HOME OCCUPATION AP # _____

Received By IP: _____ Date _____

PREMISE ADDRESS		PROPERTY OWNER INFORMATION	
Street #	Street Name	Name:	
City		Address:	
State	Zip		
PROPOSED BUSINESS INFORMATION		Phone:	
Company Name:		Email:	
Business Owner:		IS THIS PERMIT TO REMEDY A CODE ENFORCEMENT CASE?	
Mailing Address:		<input type="checkbox"/> Yes	<input type="checkbox"/> No Case # _____
		IS THIS A NON-PROFIT ORGANIZATION?	
Phone:		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Email:			
Type of Business:		KENNEL	
BUSINESS DESCRIPTION		Type of Animal:	
Description of how the business will operate at the home:		<input type="checkbox"/> Indoor	<input type="checkbox"/> No
Days of Operation:		I have an Online Portal account in Encompass <input type="checkbox"/> Yes <input type="checkbox"/> No	
Hours of Operation:		Business Owner	
Require ATF License?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Signature:	
Food Preparation?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Print Name:	
Storage Trailer?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Date:	
Is this a Salon?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Number of Stations: _____	Number of Sinks: _____	Property Owner	
Onsite Appointments: <input type="checkbox"/> Yes <input type="checkbox"/> No		Signature:	
EMPLOYEE INFORMATION		Print Name:	
Number of Resident Employees: _____		Date:	
Number of Non-Resident Employees: _____			

Application for Home Occupation Permit

Calvert County, Maryland
Inspection & Permits Division
205 Main Street, 1st Floor
Prince Frederick, MD 20678

HOME OCCUPATION AP # _____

Received By IP: _____ Date _____

Home Occupation 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.

Home Occupation Inspection Requirements

- No inspections are required on the Home Occupation permit.

Class Specification

- Class A
 - a. Employees shall only be permanent residents of the dwelling in which the home occupation is located; and
 - b. On-site appointments of customers or clients are permitted. With the exception of home day care centers, only two clients or fewer are permitted on premise at a time; and
 - c. The occupation shall be conducted entirely within the dwelling or an enclosed accessory structure; and
 - d. No outside storage of equipment, materials, or items to be repaired shall be permitted; and
 - e. No article or commodity shall be offered for sale or publicly displayed on the premises except those incidental to the services offered; and
 - f. There shall be no perceptible noise, odor, smoke, electrical interference, vibration, or other nuisance emanating from the structure where the home occupation is located in excess of that normally associated with residential use; and
 - g. The space occupied by all the occupations on a single site shall not exceed 600 square feet including storage with the following exceptions.
 - i. The use of a tobacco barn for a home occupation is permitted, regardless of size, with the conditions that: (a) the barn shall have been in existence as of the effective date of this condition (05/01/06); and (b) the barn shall be constructed of wood; and
 - ii. In-home day cares are exempt from this condition; and
 - h. In-home day cares are allowed a maximum of 12 clients and all conditions required for Day Care Centers (Section 18-12.E.1 below) and all parking requirements for Day Care Centers (Article 27) shall be met.
- Class B
 - a. Permitted to employ up to two equivalent full-time employees in addition to employees that are permanent residents of the dwelling in which the home occupation is located; and
 - b. On-site appointments of customers or clients are permitted. With the exception of in-home day care centers, only two clients or fewer are permitted on premise at a time; and
 - c. All home occupations shall meet conditions 1.c through 1.h of Home Occupation – Class A above.