

Single Family Dwelling

Applying

Building Permit applications are to be completed online. Please go to [Online Permit Applications](#); enter the information directly into the County's Permitting System; and print three (3) copies of the computer-generated application prior to visiting the Permits Center. (Printers are NOT available onsite for customers.)

Requirements

The following documents and plans are required to apply for a new Single Family Dwelling permit:

- 1 Concept Approval Letter
- 1 Approved Storm Drain Plan (if needed)
- 6 Site/Plot Plans - Signed and Sealed
- 2 Architectural Drawings - Signed and Sealed
- 2 Structural Drawings - Signed and Sealed
- 2 Landscape Plans
- 1 Sediment Control Plan - Green stamped if the disturbed area is greater than 5,000 sq. ft.
- 3 Approved Tree Conservation Plans or Exemption Letter

Prior to issuance of a permit, the following is required:

- Building Contractors License
- Maryland Home Builder Registration
- Maryland-National Capital Park and Planning Commission (M-NCPPC) Environmental Planning Approval
- Building Plan Review Division Approval
- Health Department Approval
- Washington Suburban Sanitary Commission (WSSC) - Building Certification Release (BCR)
- Payment of Applicable Fees, including School Surcharge and Public Safety