

For Official Use Only

Application Number: _____

To Land Use Committee: ___/___/___

LUC: Approved/Denied ___/___/___

To Historic Preservation Committee: ___/___/___

HPC: Approved /Denied ___/___/___

Variance No.: _____-V_____

BP Reinstated: ___/___/___ Expires: ___/___/___



Town of Garrett Park

P.O. Box 84, 4600 Waverly Ave., Garrett Park, MD 20896

Phone: (301) 933-7488 Fax: (301) 929-8932

managergene@garrettparkmd.gov

Choose Permit Type

- Building Permit
- Variance
- Driveway/Parking Pad
- Deck/Porch/Stoop
- Sidewalk/Street Cut
- Demolition
- Street Closure

Owner/Applicant Information

Owner: _____

Owner Address: _____

Phone: _____ Fax: _____

Email: _____

Contractor: _____

Contractor Address: _____

Phone: _____ Fax: _____

Email: _____

Project Address: _____

Lot Number: _____ Block Number: _____

Description of Work: (For street/sidewalk cuts, street closures, include date, time, and reason)

For building, variance, deck, porch, stoop, driveway/parking pad applications, submit 2 complete sets of plans and specifications, or an electronic file of the plans (jpg, gif, pdf) and 1 copy of the plat. Incomplete applications may not be accepted. Please note the following Town Ordinances:

- Building, Variance, Deck, Porch, Stoop: Chapter 4 Code of Ordinances.
- Trees: The Town is an Arboretum: Chapter 7- Sections 715, 716.
- Driveway/parking pads: Chapter 7 - Section 712.
- Sidewalk/Street Cut, Street Closures: Chapter 7 – Sections 706,714,719

NOTICE TO APPLICANT: Your signature is required to validate this form. Upon signing you certify that you have the authority to make this application and that the information is correct.

_____ **Date:** ___/___/___
 Signature of Owner or Authorized Agent

 Please Print Name

I certify that I have the authority to make this application, that the application is correct, as a condition for the issuance of this permit. I understand that a permit is issued for ONE year, and must be renewed if the project is not completed within a year.

Permit Fees

Building Permit	\$75 for decks, stoops, porch additions \$.50 per Sq Ft for Accessory Buildings (Min \$25 – Max \$250) \$250 for an addition, reconstruction \$500 for a new home
Variance	\$50
Driveway/Parking Pad	\$100
Demolition	\$0
Street/Sidewalk Cut	\$0
Street Closure	\$0

PLEASE NOTIFY THE TOWN WHEN YOUR PROJECT IS COMPLETE: ___/___/___