

**THIS IS NOT THE ACTUAL PERMIT. PERMIT APPLICATIONS MUST BE SUBMITTED IN PERSON AND PROCESSED BY A TECHNICIAN. THIS FORM IS TO ASSIST YOU AND THE TECHNICIAN IN THE APPLICATION PROCESS.**



# BUILDING PERMIT APPLICATION

Washington County Division of Plan Review & Permitting  
80 West Baltimore Street, Hagerstown, Maryland 21740 - 240-313-2460

<b>JOB LOCATION</b>		<b>SUBDIVISION NAME</b>		<b>LOT NO.</b>		
<b>TYPE OF IMPROVEMENT</b> (DWELLING, DETACHED GARAGE, DECK, FINISH BASEMENT, REMODEL, ETC.)				<b>LOT SIZE - ACERAGE</b>		
<b>PROPERTY OWNER(S)</b>				<b>TELEPHONE</b>		
<b>PROPERTY OWNER(S) ADDRESS</b>		<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>		
<b>APPLICANT/OWNER REPRESENTATIVE</b>				<b>TELEPHONE</b>		
<b>APPLICANT/OWNER REPRESENTATIVE ADDRESS</b>		<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>		
<b>CONTRACTOR'S NAME</b>				<b>TELEPHONE</b>		
<b>CONTRACTOR'S ADDRESS</b>		<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>		
<b>CONTRACTOR'S MARYLAND STATE HOME BUILDER'S LICENSE NO.</b>			<b>CONTRACTOR'S HOME IMPROVEMENT LICENSE NO.</b>			
<b>HB-</b>			<b>MHIC-</b>			
<b>TOTAL FINISHED SQUARE FOOTAGE</b> (ALL HABITABLE SPACE*) (*AREA FOR LIVING, EATING, SLEEPING, COOKING)			<b>TOTAL UNFINISHED SQUARE FOOTAGE</b> (BASEMENT, PORCH/DECK, GARAGE, ETC.)			
<b>DETAILED DESCRIPTION OF CONSTRUCTION</b>						
<p><b>EXAMPLE:</b> TWO STORY DWELLING, FULL UNFINISHED BASEMENT WITH ROUGH-IN FULL BATH, TWO-CAR ATTACHED GARAGE ON SLAB WITH FINISHED AREA ABOVE, WOODBURNING FIREPLACE IN FAMILY ROOM. DIRECT VENT GAS FIREPLACE IN LIVING ROOM, REAR DECK WITHOUT ROOF, COVERED FRONT PORCH</p>						
<b>HOUSE/ADDITION SIZE:</b>	<b>GARAGE/SHED/CARPORT SIZE</b>	<b>TOTAL BEDROOMS:</b>	<b>Public</b> <input type="checkbox"/> Water <input type="checkbox"/> Sewer	<b>TYPE OF HEAT:</b>	<b>ELEC</b>	<b>GAS:</b>
<b>EXTERIOR FINISH TYPE</b>	<b>PORCH/DECK SIZE</b>	<b>BATHROOMS</b> FULL      HALF	<b>Private</b> <input type="checkbox"/> Septic <input type="checkbox"/> Well	<b>AIR COND</b> Y      N	<b>OIL</b>	NATURAL PROPANE
<b>ROOF TYPE:</b>	<b>CRAWL SPACE:</b> YES   NO	<b>SLAB ON GRADE:</b> YES   NO	<b>AREA ABOVE GARAGE?</b> YES   NO			
TRUSS	<b>BASEMENT:</b> YES   NO		<b>IF YES – FINISHED OR UNFINISHED</b> (CIRCLE ONE)			
RAFTER	<b>IF YES – FINISHED OR UNFINISHED</b> (CIRCLE ONE)		<b>SQUARE FOOTAGE:</b> _____ SQ. FT.			
	<b>IF UNFINISHED WILL THERE BE A ROUGH-IN BATH?</b> YES   NO		<b>OCCUPIED AS:</b> OFFICE   BEDROOM   STORAGE			
	<b>EXIT FROM BASEMENT:</b> WALK-OUT   BILCO   WINDOW WELL		<b>OTHER:</b> _____			