

APPLICATION FOR GRADING PERMIT and VEGETATION REMOVAL



Office Use Only

GRADING A/P #: _____

BUILDING A/P #: _____

Received by I&P: _____ Date: _____

Calvert County Inspections & Permit Division, County Services Plaza, 205 Main Street, Floor 1, Prince Frederick, MD 20678
(410) 535-2155 (410) 535-2156 (410) 535-1600 (301) 855-1243 Fax (410) 414-3283

PROPOSED PROJECT LOCATION INFORMATION

Premise Address:	City:	State:	Zip:
Center Name:		Unit #:	Suite #:
Lot #:	Directions to Site:		

APPLICANT INFORMATION

Name:			
Phone:	Email:		
Mailing Address:	City:	State:	Zip:

PROPERTY OWNER INFORMATION

Name:			
Phone:	Email:		
Mailing Address:	City:	State:	Zip:

CONTRACTOR INFORMATION

Company Name:			
Mailing Address:	City:	State:	Zip:
Phone:	Email:		
Name of Contact:			

PROPOSED PROJECT INFORMATION

Project Name:	
<input type="checkbox"/> Commercial <input type="checkbox"/> Residential	DESCRIPTION OF PROPOSED WORK:

TYPE OF GRADING:	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Planting	<input type="checkbox"/> Pool	<input type="checkbox"/> Above-Ground	<input type="checkbox"/> In-Ground
<input type="checkbox"/> Site Improvements	<input type="checkbox"/> Utility	<input type="checkbox"/> Vegetation Removal	<input type="checkbox"/> Water Dependent		
Lot Size:	<input type="checkbox"/> Acres <input type="checkbox"/> Sq. Ft.	Number of Trees Removed:			
Earth Disturbance (sq. ft.):		Number of Tree Stumps Removed:			
Cut / Fill Amount (cy):		Stump Removal Method: <input type="checkbox"/> Ground <input type="checkbox"/> Remove <input type="checkbox"/> Clear Cut			
Pool Volume (gallons):					

This section to be completed by the OWNER OR AUTHORIZED AGENT

I hereby certify that I have read and understood the above requirements; and I have the authority to make this application, the information given is correct, and the construction and installation of erosion and sediment control measures shall be in accordance with the Erosion and Sediment Control Ordinance of Calvert County and the latest version of Maryland Standard and Specifications for Soil Erosion and Sediment Control.	Signature:
	Print Name:
	Date:
	Phone #:
	Email:

This section to be completed by a LICENSED ENGINEER OR LAND SURVEYOR

I hereby certify that the plan of development and the plan for control of erosion and sediment meet the requirements, standards, and specifications of the Calvert Soil Conservation District.	Signature:
	Print Name:
	Date:
	Phone #:
	Email:

This section to be completed by an AUTHORIZED AGENT of North Beach or Chesapeake Beach, when applicable

Approved by the Town of [North Beach] or [Chesapeake Beach] Department of Planning & Zoning.	Signature:
	Print Name:
	Date:

This permit application and all required information must be submitted to the Inspections & Permits Division for review by all applicable County agencies; incomplete packages and/or unsigned applications will result in processing delays.

After issuance of a grading permit, inspections shall be requested by calling the Inspections & Permits Division at least 24 hours in advance to inspect work completed in accordance with the approved sediment and erosion control plan for this site. Inspections must be requested by 3:00 p.m. in order to be scheduled for the following day. The Maryland Department of the Environment Inspector may also need to be contacted.

Required inspections shall include but are not limited to: (1) upon completion of installation of perimeter sediment and erosion controls and (2) upon final stabilization of all disturbed areas before removal of controls.

The permit must be posted conspicuously at the front of the lot.

Permits expire 2 years after issuance unless the project is under continuous construction.

GRADING PERMIT APPLICATION REQUIREMENT POLICY (Revised 10/2022)

Under this policy, grading permit exemptions will no longer be issued and, with limited exceptions as noted below, applicants will no longer be required to submit grading permit applications for projects that have a Limit of Disturbance (LOD) of less than 5,000 SF or excavation/fill less than 100 CY. However, for projects exceeding a Limit of Disturbance greater than 5,000 SF or excavation/fill greater than 100 CY, a plan prepared by a licensed Professional Engineer, Land Surveyor or Landscape Architect which accurately depicts existing physical conditions, including location and type of storm water management devices will be required. **Exemptions from submitting such plans shall no longer be granted.**

- a. Inground Pools¹;
- b. New Residential Dwelling and Commercial Building Foundations¹;
- c. Modifications to existing inground or underground storm water management devices or storm water conveyance systems²;
- d. Modifications to roofs or other existing impervious areas that alter drainage areas in excess of 5,000 SF²;
- e. Shore Erosion Control Measures¹;
- f. Construction within the Critical Area³;
- g. Extraction of root systems, including those of invasive vine material, within the Critical Area³;
- h. Retaining Walls⁴

¹ Plan prepared by a licensed Professional Engineer, Land Surveyor or Landscape Architect is required but may not require storm water management computations if the cumulative LOD is less than 5,000 SF and existing storm water devices are not impacted.

² Storm water management computations shall be provided.

³ A completed grading permit application is required regardless of Limit of Disturbance area or excavation/fill volume, however a plan prepared by a licensed Professional Engineer, Land Surveyor or Landscape Architect which accurately depicts existing physical conditions, including storm water management devices is NOT required if disturbance is less than 5,000 SF or fill/excavation is less than 100 CY

⁴ A completed grading permit application is required regardless of Limit of Disturbance area or excavation/fill volume, however a plan prepared by a licensed Professional Engineer, Land Surveyor or Landscape Architect which accurately depicts existing physical conditions, including storm water management devices is NOT required if disturbance is less than 5,000 SF or fill/excavation is less than 100 CY. If the retaining wall is 3 ft or greater, structure design plans for the retaining wall must be submitted for review.

VEGETATIVE REMOVAL APPLICATION GUIDELINES

This permit application and all required information must be submitted to the Inspections & Permits Division for review by all applicable county agencies; incomplete packages and/or unsigned applications will result in processing delays.

This is an application for removing **any** vegetation or cutting trees within the Critical Area (within 1,000 feet of the mean high-water line of the Chesapeake Bay or Patuxent River, its tributaries, or the landward boundary of tidal wetlands). Any removal of understory vegetation, including shrubs and invasive vines, requires a permit. Planting or replacing ornamental shrubs (within 30 days) may proceed without a permit.

All applications **must include a property sketch**, to scale, showing the location and limits of disturbance for the proposed vegetation or individual trees to be removed. Distance between the location of the activity and buildings, roads, steep slopes ($\geq 15\%$), open water, wetlands and direction of overland water flow should be shown. The sketch must also show the 100' or expanded buffer. Applications submitted without a sketch may be rejected.

Photos of trees and vegetation to be removed are required.

Extraction of root systems, including those of invasive vine material, also requires a grading permit. This does not pertain to stump grinding.

Individual trees proposed for removal must be marked with flagging or paint for field inspection purposes.

Trees and vegetation to be removed must be mitigated by replanting with **native plants** or paying mitigation fees. Replanting with native species is required. A refundable planting bond is required for all plantings to assure adequate survival of the planting. Mitigation is determined during permit review. More information may be found online at <https://www.calvertcountymd.gov/1246/Critical-Area>.

Access to the water/pier must be non-structural and non-pervious. The size of the pathway and limits of disturbance must be included on the sketch and flagged on the property.

Pruning of trees may only be performed by the homeowner or a state of Maryland **Licensed Tree Expert**. All work shall be performed to industry standards (ANSI A300). Topping of trees is not permitted and may be considered to be a violation. No permit is required for pruning limited to the lower 1/3 of the height of the tree.

The project is not exempt from other federal, state or local permits that may be required for the proposed activity. Any required state and federal permits must be obtained prior to permit approval.

Proposed activities within a wetland, at or below mean high-water, or within wetlands or waterways require review/approval by the Department of Natural Resources, Army Corps of Engineers, Maryland Department of the Environment, **and** Calvert County. A copy of all state and federal permits or Letter(s) of Exemption must accompany this permit application.

The permit must be posted conspicuously at the front of the property.

Permits expire 2 years after issuance.

Inspections are required as a part of this permit. To schedule an inspection, call the Department of Planning & Zoning at 410-535-2348.