



Development Review: Final Site Plan Submittal Checklist

For projects submitted prior to the activation of the Online Portal (11/10/2025).

Calvert County Dept. of Planning & Zoning - 150 Main Street, 3rd Floor, Prince Frederick, MD 20678
 Phone: (410) 535-2348, (410) 535-1600 ext. 2356 MD Relay: (800) 735-2258, Fax: (410) 535-3092
 email: DevRev@calvertcountymd.gov

All file names should use the format: Project Name Project Number Version #_Brief Description
 Please note that two of the underscores have been removed and replaced with spaces from previous guidance.
 Example: My Project SPR-123456 Plan 2_Maps

The information identified on this Final Site Plan Checklist must be enclosed with the plan package prior to the submittals being accepted as a complete package for review. Plans must be clearly legible and of a quality that would permit legible reproduction.

Please check in the "Appl(licant)" column to confirm the information provided on your plans. If something is not applicable to your project, check the "N/A" column. **Do not leave any line(s) blank.** Items required for Final Site Plan submittals also apply to Redline submittals.

Project Category (choose one)

In general, Category I Site Plan projects are larger and have more impact than Category II Site Plan projects. Please see the Calvert County Zoning Ordinance, Article 30 (Site Plans) for more specific information.

Site Plan Category:	<input type="checkbox"/>	Cat. I	<input type="checkbox"/>	Cat. II	<input type="checkbox"/>
Date submitted				Submitted by:	
Project Name:				Project Number:	

				Appl	n/a	P&Z
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	Ensure that all requirements from these checklists are included, if applicable.					
A	Approved Stormwater Management Plan.	<input type="checkbox"/>				
B	Approved TIA form or Traffic Study.	<input type="checkbox"/>				
C	GIS Checklist and files - required with final submittals.	<input type="checkbox"/>				
D	Approved Environmental Documents - Forest Conservation, Forest Stand Delineation, etc.	<input type="checkbox"/>				
E	Final Plan Set, electronic copy. This is a short review by all involved agencies to ensure that there is nothing omitted or misplaced before the final hard documents are submitted to CCHD.	<input type="checkbox"/>				
E	Final Plan Set, hard copy. Must have Health Department approval stamp prior to being submitted to Planning & Zoning for approvals.	<input type="checkbox"/>				
F	Any state approvals required - SHA, DNR, etc.	<input type="checkbox"/>				

Ensure that all items listed below are submitted at Final Review.

1	Fees					
	a. Any fees noted in our tracking system, including but not limited to R&I, E&I, bonds, etc.	<input type="checkbox"/>				
	b. Payment (cash or check only for in-person payments)	<input type="checkbox"/>				
2	Appropriate Submittal Checklist, this document.	<input type="checkbox"/>				

ADDITIONAL ITEMS

If there are any other documents submitted, please identify them here: (e.g. Approved Cultural Resources Form)

3		<input type="checkbox"/>				
4		<input type="checkbox"/>				
5		<input type="checkbox"/>				