

# Post-Submittal Process

(A general Planning and Zoning guide regarding the order of operations for permitting land development. Additional conditions or restrictions may apply depending on the project.)

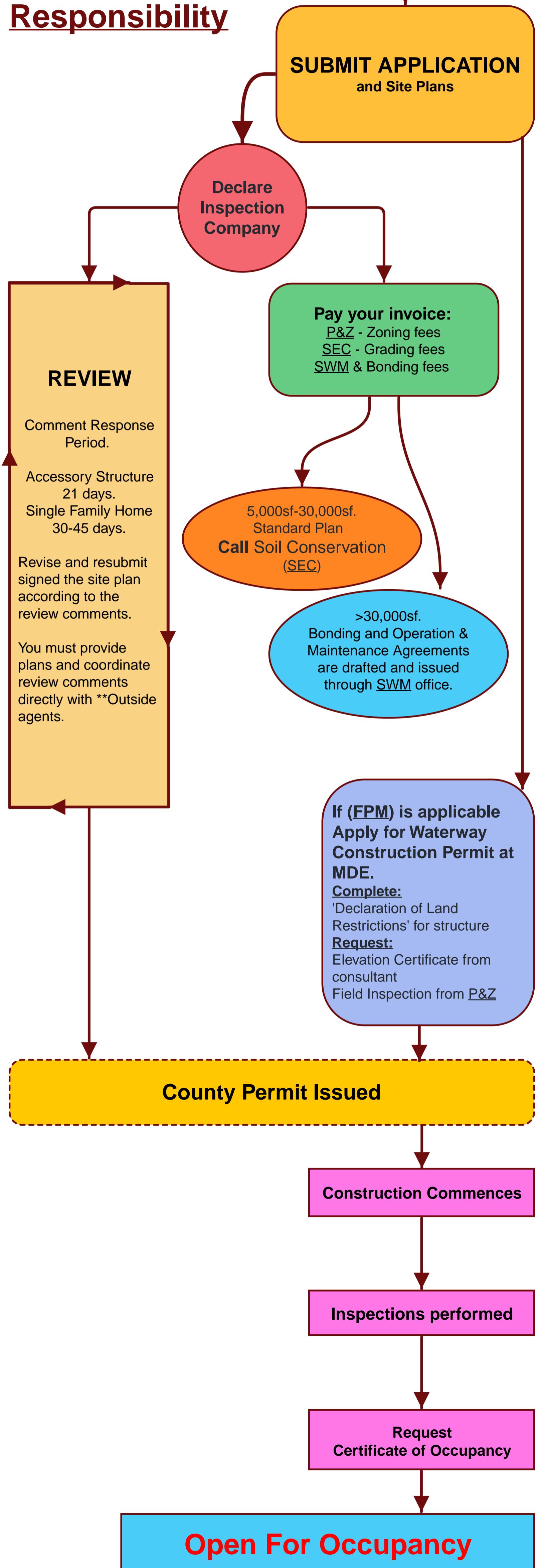
**ALLEGANY**  
COUNTY

## Abbreviation Key:

P&Z - Planning & Zoning  
MDE - Maryland Department of Environment  
FPM - Floodplain Management  
SWM - Stormwater Management  
SHA - State Highway Administration  
SEC - Sediment Erosion Control

Pre-application and Walk-ins  
must schedule their meetings.

## Applicant / Consultant's Responsibility



## Back Office Permit Process

### Submit Application and Site Plans

Applicant must declare building inspection company for Foundation, Electrical, Plumbing, Special Inspections and etc.

### Processing & Distribution period

Invoice is generated & fees are collected that apply. Zoning fees, Grading Fees, SWM & Bonding fees

### REVIEW

**Review Agents** are assigned depending on the components of your project. Conditions may apply based on the project size and scope.  
 (\*In-house agents)  
 (\*\*Outside agents) \*\*Agents are notified of your application. You must provide plans and coordinate comments directly with them.



MDE



- 1 \*Board of Appeals
- 2 \*Planning & Zoning
- 3 \*Subdivision
- 4 \*Building Codes
- 5 \*Floodplain Mgmt.
- 6 \*Stormwater Mgmt.
- 7 \*County Roads
- 8 \*\*MDE - Waterway Construction Permit
- 9 \*Soil Conservation
- 10 \*\*Health Department
- 11 \*\*State Highway Administration
- 12 \*\*State Fire Marshal

### REVIEW

Comment and response period conducted between Point-of-Contact and Planning & Zoning.

### Approved releases collected from ALL Review Agents.

Revisions may be requested from the applicant. Appropriate modification and revisions are based on the reviewers comments.

### County Permit Issued

A permit to build may have conditions based on size and scope of project.

### Construction commences

If FPM is applicable: \*\*MDE - 'Declaration of Land Restrictions' for structure. A document that must be notarized, signed and recorded at Circuit Court.

### Inspections performed

Satisfactory Building and Inspection Reports are forwarded to P&Z by inspection agency.

### Certificate of Occupancy

Issued upon request once the review of all documents, conditions and inspections performed

Elevation Certificate - Generated by professional consultant upon the completion of the 1st floor.  
 Field Inspection - Verification of: flood vents, anchoring, structures orientation, materials used, electric and mechanical elevation requirements, etc.

### Open For Occupancy