



City of Annapolis
Department of Planning and Zoning
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Approval Reference Guide for Permits

Tables for Home Improvement & Repair Projects and Commercial Projects are on following pages.

Symbol Index

B	Building required
CA	Critical Area Review Required
E	Electrical required
F	Fence permit
G	Grading permit required
HPC	Historic Preservation Commission Approval Required
M	Mechanical required
N	No building permit required
P	Plumbing required
P&Z	P&Z Approval Required
S	Sign permit
T	Trade required for all Electrical, Mechanical, Plumbing work
U&O	Use & Occupancy Application Required
H	Anne Arundel County Health Dept. Reviews Plans for Food Establishments & Pools
UF	Urban Forestry
SWM	Stormwater Management
FMO	Fire Marshal's Office

Home Improvement & Repair Projects

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Work To Be Performed	Permit/Approval Required	Target Review Times (Business Days)	Reviewers
Addition	B, CA, G, HPC, T	15	B, SWM, UF, P&Z, PW
Basement entrance (erect or alter)	B, HPC	5 or less	B, P&Z
Bathroom fixtures (in-kind replacement)	N, P	Same day	-
Bathroom fixtures (new location)	N, P	Same day	-
Cabinets (new or replacement)	N, T	Same day	-
Carport (build or enclose)	B, CA, HPC, T	7	B, SWM, P&Z, PW
Chimney	B, HPC	5 or less	B, P&Z
Deck or patio (on grade)	CA, HPC, N, P&Z	5 or less	P&Z
Deck (30" or less above grade, & less than 200sq. ft. & not attached to dwelling)	CA, HPC, N, P&Z	5 or less	P&Z
Demolition (complete)	B, CA, HPC, T	10	B, T, UF, SWM, P&Z
Demolition (interior)	B, T	5 or less	B
Doors or Windows (replace in-kind)	HPC, N	5 or less	P&Z
Dormer	B, HPC	5 or less	B, P&Z
Drywall (repair, 32sq. ft. or less)	N	5 or less	-
Drywall (replace)	B	5 or less	B
Fascia	HPC, N	5 or less	P&Z
Fence	F, HPC	5 or less	P&Z
Fireplace (interior-masonry)	B, T	5 or less	B
Fireplace (interior-prefabricated)	B, T	5 or less	B
Flooring (floor with sub floor replacement)	B	5 or less	B
Flooring (install on existing sub flooring)	N	-	-
Garage	B, CA, G, HPC, T	7	B, UF, SWM, P&Z, PW
Grading (does not include AACSCS Review)	CA, G, HPC	20	SWM, UF, FMO, P&Z, PW
Gutters & Downspouts	B, HPC	5 or less	B, P&Z
Interior alterations (minor)	B, T	5 or less	B
Interior alterations (major)	B, T	10	B
Kitchen (remodel)	B,T	7	B
Multi-family dwelling	B, CA, G, HPC, T	20	B, SWM, T, FMO, P&Z, PW
Paint	N	-	-
Patio (canvas cover)	CA, HPC, N	5 or less	P&Z
Patio (structural support)	B	5 or less	B, P&Z
Pool (above ground & in ground)	B, CA, G	10	B, SWM, UF, P&Z, PW
Porch (screen in existing)	B, CA, HPC, T	5 or less	B, P&Z
Porch (minor repairs)	T, N, HPC	5 or less	P&Z

Home Improvement & Repair Projects

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Work To Be Performed	Permit/Approval Required	Target Review Times (Business Days)	Reviewers
Retaining wall (over 4 ft. measured from the bottom of the footing to the top of the wall)	B, HPC	5 or less	B, SWM, P&Z
Retaining wall (under 4 ft.)	CA, HPC, N	5 or less	P&Z
Roof (replace shingles, up to 2 layers)	HPC, N	5 or less	P&Z
Roof (sheathing)	B, HPC	2	B, P&Z
Shed (attached)	B, CA, HPC	5 or less	B, SWM, P&Z, PW
Shed (detached under 200sq. ft.)	CA, HPC, N, P&Z	5 or less	P&Z
Siding (new or replacement)	HPC, N	5 or less	P&Z
Single family dwelling	B, CA, G, HPC, T	15	B, SWM, P&Z, PW
Soffit	HPC, N	5 or less	P&Z
Solar panels	B, E, HPC	10	B, E, P&Z
Stairs (non-structural, repair in kind)	HPC, N	5 or less	P&Z
Stairs (relocate or alter)	B, HPC	5 or less	B, SWM, P&Z, PW
Wall (partition, move or erect)	B	5 or less	B
Waterproofing	B, HPC	5 or less	B

Commercial Projects
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Work To Be Performed	Permit/Approval Required	Target Review Times (Business Days)	Reviewers
Addition	B, CA, G, HPC, T	15	B, SWM, UF, T, FMO, P&Z, PW
Antenna	B, E, HPC	10	B, E, FMO, P&Z, POLICE
Awning/Canopies (newly installed or new support structure)	B, HPC	5 or less	B, FMO, P&Z
Awning/Canopies (replace canvas only, with printing)	HPC, S	5 or less	FMO, P&Z
Bathroom fixtures (in kind replacement)	N, P	Same day	-
Bathroom fixtures (new location)	B, P	5 or less	B
Cabinet (not attached to floor, no plumbing or electrical)	N	-	-
Cabinet (attached to floor)	B, T	5 or less	B, FMO, P&Z
Commercial Building (new)	B, CA, G, HPC, T	20	B, T, SWM, FMO, P&Z, PW, H
Countertops	N	-	-
Decks	B, CA, HPC, N, P&Z	10	B, P&Z
Demolition (complete)	B, CA, HPC, T	10	B, SWM, UF, P&Z
Demolition (interior)	B, T	5 or less	B
Drywall (repair, 32 sq. ft. or less)	N	-	-
Drywall (replace)	B	5 or less	B, FMO
Entrance (erect or alter)	B, CA, HPC	5 or less	B, FMO, P&Z
Fence	F, HPC	5 or less	FMO, P&Z
Fireplace (interior-masonry)	B, T	5 or less	B
Fireplace (interior-prefabricated)	B, T	5 or less	B
Flooring (on new or replaces sub floorings)	B	5 or less	B, FMO
Grading	CA, HPC, G	15	SWM, UF, FMO, P&Z, PW
Interior alterations (minor)	B, T	5 or less	B, FMO, P&Z
Interior alterations (major)	B, T	10	B, T, FMO, P&Z
Masonry chimney	B, HPC	5 or less	B, FMO, P&Z
Movable Fixtures (ie. Partitions, display racks, etc. not over 5ft. 9 in. tall)	N, T (Floor plan required with U & O application)	Same day	-
Painting	N	-	-
Patio (canvas cover only)	N, CA, HPC	5 or less	P&Z
Patio (canopy structural support)	B, CA, HPC	5 or less	B, FMO, P&Z
Patio or Deck (above grade)	B, CA, HPC	5 or less	B, SWM, FMO, P&Z, PW
Pool (above ground & in ground)	B, G, CA	10	B, SWM, UF, P&Z, PW, H
Roof (replace shingles 2 layers only)	HPC, N	5 or less	P&Z
Roof (sheathing and/or covering other than asphalt shingles)	B, HPC	5 or less	B, FMO, P&Z
Siding (in-kind)	B, HPC, N	5 or less	B, P&Z

Commercial Projects
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Siding (new or change in material)	B, HPC	5 or less	B, FMO, P&Z
Sign	S, HPC, E	5 or less	B, P&Z
Solar Panels	B, E, HPC	10	B, E, FMO, P&Z
Stairs (non-structural, repair in kind)	HPC, N	5 or less	P&Z
Stairs (relocate or add exterior)	B, HPC	5 or less	B, SWM, FMO, P&Z, PW
Temporary tents (320 sq. ft. or less with no cooking)	N	-	-
Tenant Fit out (modification to interior)	B, T, U&O	15	B, T, FMO, P&Z, H
Trailers (ie. construction, storage, or office)	B, HPC, T	10	B, FMO, P&Z
Walk-in cooler box	B, E, HPC	10	B, E, M, FMO, H
Walls (partitions erect or move)	B, T	10	B, FMO, P&Z
Windows & Doors (in-kind)	B, HPC, N	5 -10	B, P&Z
Windows & Doors (changes in size or location)	B, HPC	5-10	B, FMO, P&Z