



BUILDING PERMIT APPLICATION

Location of Project: _____	
Owner Information: Name: _____ Address: _____ City: _____ State: _____ Zip: _____	Owner Contact: Daytime Phone: _____ Other Phone: _____ Email: _____
Contractor Information: Name: _____ Address: _____ City: _____ State: _____ Zip: _____	Contractor Contact: Daytime Phone: _____ Other Phone: _____ Email: _____
Project Description: _____ _____	
Total Value of the Project: \$ _____ Appox. Start Date: _____ Appox. Completion Date: _____	
Contact Person: _____ Phone: _____	
<p>Please Note: Prince George’s County Department of Permits, Inspections and Enforcement it the primary authority and has inspection responsibility for all projects in the Town of Cheverly when a county permit is required. Owners/contractors must obtain a Prince George’s County Building Permit or confirm that a county permit is not required before submitting this application.</p> <p>When issued, a copy of all County Permits and/or Variances are required to be submitted along with this application.</p>	
<input type="checkbox"/> I have attached a copy of the Approved County Permit #: _____ Issue Date: _____ <input type="checkbox"/> I have confirmed that No County Permit is required. Applicant’s Initials: _____ Date: _____	
_____ <i>Signature of Applicant</i> <i>Date</i>	
FOR OFFICE USE ONLY	
Application Received on: _____ Application Reviewed by: _____ Date: _____ County Permit Reviewed? <input type="checkbox"/> Y <input type="checkbox"/> N/A Variance Approved? <input type="checkbox"/> Y <input type="checkbox"/> N/A Need for Town Code Special Exception? <input type="checkbox"/> Y <input type="checkbox"/> N/A Total Cost of the Project: \$ _____ Calculated Permit Fee: \$ _____ (See permit fee schedule on next Page)	
Approved On: _____ Permit # _____	

(See Reverse for Fee Schedule and instructions on submitting Application)

The Town's Code states that the erection, construction, alteration, or repair of any building or structure or the excavation therefor (except as provided below), or of any wall or fence, or of any artificial pond, pool or lake; or install or replace gutters, leaders and downspouts, drainage lines, private sidewalks, driveways, awnings or canopies, outdoor electronic broadcasting and receiving equipment, satellite dishes, carports, slabs, outside handrails, outside storage sheds, concrete or asphalt or brick (or combinations thereof) patios or paved areas of more than one hundred fifty (150) square feet, or undertake any other construction, alteration, repair, DEMOLITION, installation or replacement work requiring a Prince George's County building permit* unless such person shall first make application to and obtain a permit for such work from the town. (*The Town of Cheverly requires a town building permit for all fences or barriers regardless of height, even if the county does not issue one.)

Please email your approved Prince George's County Permit, County Application and Site Plan to codecompliance@cheverly-md.gov for review. Code Compliance will verify the information and then forward it to the Town Clerk. The Town Clerk will inform you of the permit fee payable to the Town of Cheverly via check or money order. Once payment is received you will receive your Town of Cheverly Permit electronically. You will need to display the permit in a prominent location so it can be easily viewed. To expedite the process, you may drop off your payment at Town Hall in the box labeled PERMITS. Code Compliance will check the box Mondays, Tuesdays, Thursdays, and Fridays between the hours of 8:00 am and 12:00 pm. Please contact Code Compliance to confirm they have received your permit fee; work can only begin after you have received your permit from the town.

Please feel free to contact Code Compliance at (240) 770-7647 or Town Hall at (301) 773-8360 with any questions.

Cost of Constructio		\$10 for the First \$1000 and \$3 per addition											
1,000.00	10.00	31,000.00	100.00	61,000.00	190.00	91,000.00	280.00	121,000.00	370.00	151,000.00	460.00	181,000.00	550.00
2,000.00	13.00	32,000.00	103.00	62,000.00	193.00	92,000.00	283.00	122,000.00	373.00	152,000.00	463.00	182,000.00	553.00
3,000.00	16.00	33,000.00	106.00	63,000.00	196.00	93,000.00	286.00	123,000.00	376.00	153,000.00	466.00	183,000.00	556.00
4,000.00	19.00	34,000.00	109.00	64,000.00	199.00	94,000.00	289.00	124,000.00	379.00	154,000.00	469.00	184,000.00	559.00
5,000.00	22.00	35,000.00	112.00	65,000.00	202.00	95,000.00	292.00	125,000.00	382.00	155,000.00	472.00	185,000.00	562.00
6,000.00	25.00	36,000.00	115.00	66,000.00	205.00	96,000.00	295.00	126,000.00	385.00	156,000.00	475.00	186,000.00	565.00
7,000.00	28.00	37,000.00	118.00	67,000.00	208.00	97,000.00	298.00	127,000.00	388.00	157,000.00	478.00	187,000.00	568.00
8,000.00	31.00	38,000.00	121.00	68,000.00	211.00	98,000.00	301.00	128,000.00	391.00	158,000.00	481.00	188,000.00	571.00
9,000.00	34.00	39,000.00	124.00	69,000.00	214.00	99,000.00	304.00	129,000.00	394.00	159,000.00	484.00	189,000.00	574.00
10,000.00	37.00	40,000.00	127.00	70,000.00	217.00	100,000.00	307.00	130,000.00	397.00	160,000.00	487.00	190,000.00	577.00
11,000.00	40.00	41,000.00	130.00	71,000.00	220.00	101,000.00	310.00	131,000.00	400.00	161,000.00	490.00	191,000.00	580.00
12,000.00	43.00	42,000.00	133.00	72,000.00	223.00	102,000.00	313.00	132,000.00	403.00	162,000.00	493.00	192,000.00	583.00
13,000.00	46.00	43,000.00	136.00	73,000.00	226.00	103,000.00	316.00	133,000.00	406.00	163,000.00	496.00	193,000.00	586.00
14,000.00	49.00	44,000.00	139.00	74,000.00	229.00	104,000.00	319.00	134,000.00	409.00	164,000.00	499.00	194,000.00	589.00
15,000.00	52.00	45,000.00	142.00	75,000.00	232.00	105,000.00	322.00	135,000.00	412.00	165,000.00	502.00	195,000.00	592.00
16,000.00	55.00	46,000.00	145.00	76,000.00	235.00	106,000.00	325.00	136,000.00	415.00	166,000.00	505.00	196,000.00	595.00
17,000.00	58.00	47,000.00	148.00	77,000.00	238.00	107,000.00	328.00	137,000.00	418.00	167,000.00	508.00	197,000.00	598.00
18,000.00	61.00	48,000.00	151.00	78,000.00	241.00	108,000.00	331.00	138,000.00	421.00	168,000.00	511.00	198,000.00	601.00
19,000.00	64.00	49,000.00	154.00	79,000.00	244.00	109,000.00	334.00	139,000.00	424.00	169,000.00	514.00	199,000.00	604.00
20,000.00	67.00	50,000.00	157.00	80,000.00	247.00	110,000.00	337.00	140,000.00	427.00	170,000.00	517.00	200,000.00	607.00
21,000.00	70.00	51,000.00	160.00	81,000.00	250.00	111,000.00	340.00	141,000.00	430.00	171,000.00	520.00	201,000.00	610.00
22,000.00	73.00	52,000.00	163.00	82,000.00	253.00	112,000.00	343.00	142,000.00	433.00	172,000.00	523.00	202,000.00	613.00
23,000.00	76.00	53,000.00	166.00	83,000.00	256.00	113,000.00	346.00	143,000.00	436.00	173,000.00	526.00	203,000.00	616.00
24,000.00	79.00	54,000.00	169.00	84,000.00	259.00	114,000.00	349.00	144,000.00	439.00	174,000.00	529.00	204,000.00	619.00
25,000.00	82.00	55,000.00	172.00	85,000.00	262.00	115,000.00	352.00	145,000.00	442.00	175,000.00	532.00	205,000.00	622.00
26,000.00	85.00	56,000.00	175.00	86,000.00	265.00	116,000.00	355.00	146,000.00	445.00	176,000.00	535.00	206,000.00	625.00
27,000.00	88.00	57,000.00	178.00	87,000.00	268.00	117,000.00	358.00	147,000.00	448.00	177,000.00	538.00	207,000.00	628.00
28,000.00	91.00	58,000.00	181.00	88,000.00	271.00	118,000.00	361.00	148,000.00	451.00	178,000.00	541.00	208,000.00	631.00
29,000.00	94.00	59,000.00	184.00	89,000.00	274.00	119,000.00	364.00	149,000.00	454.00	179,000.00	544.00	209,000.00	634.00
30,000.00	97.00	60,000.00	187.00	90,000.00	277.00	120,000.00	367.00	150,000.00	457.00	180,000.00	547.00	210,000.00	637.00
211,000.00	640.00	241,000.00	730.00	271,000.00	820.00	301,000.00	910.00	331,000.00	1,000.00	361,000.00	1,090.00	391,000.00	1,180.00
212,000.00	643.00	242,000.00	733.00	272,000.00	823.00	302,000.00	913.00	332,000.00	1,003.00	362,000.00	1,093.00	392,000.00	1,183.00
213,000.00	646.00	243,000.00	736.00	273,000.00	826.00	303,000.00	916.00	333,000.00	1,006.00	363,000.00	1,096.00	393,000.00	1,186.00
214,000.00	649.00	244,000.00	739.00	274,000.00	829.00	304,000.00	919.00	334,000.00	1,009.00	364,000.00	1,099.00	394,000.00	1,189.00
215,000.00	652.00	245,000.00	742.00	275,000.00	832.00	305,000.00	922.00	335,000.00	1,012.00	365,000.00	1,102.00	395,000.00	1,192.00
216,000.00	655.00	246,000.00	745.00	276,000.00	835.00	306,000.00	925.00	336,000.00	1,015.00	366,000.00	1,105.00	396,000.00	1,195.00
217,000.00	658.00	247,000.00	748.00	277,000.00	838.00	307,000.00	928.00	337,000.00	1,018.00	367,000.00	1,108.00	397,000.00	1,198.00
218,000.00	661.00	248,000.00	751.00	278,000.00	841.00	308,000.00	931.00	338,000.00	1,021.00	368,000.00	1,111.00	398,000.00	1,201.00
219,000.00	664.00	249,000.00	754.00	279,000.00	844.00	309,000.00	934.00	339,000.00	1,024.00	369,000.00	1,114.00	399,000.00	1,204.00
220,000.00	667.00	250,000.00	757.00	280,000.00	847.00	310,000.00	937.00	340,000.00	1,027.00	370,000.00	1,117.00	400,000.00	1,207.00
221,000.00	670.00	251,000.00	760.00	281,000.00	850.00	311,000.00	940.00	341,000.00	1,030.00	371,000.00	1,120.00	401,000.00	1,210.00
222,000.00	673.00	252,000.00	763.00	282,000.00	853.00	312,000.00	943.00	342,000.00	1,033.00	372,000.00	1,123.00	402,000.00	1,213.00
223,000.00	676.00	253,000.00	766.00	283,000.00	856.00	313,000.00	946.00	343,000.00	1,036.00	373,000.00	1,126.00	403,000.00	1,216.00
224,000.00	679.00	254,000.00	769.00	284,000.00	859.00	314,000.00	949.00	344,000.00	1,039.00	374,000.00	1,129.00	404,000.00	1,219.00
225,000.00	682.00	255,000.00	772.00	285,000.00	862.00	315,000.00	952.00	345,000.00	1,042.00	375,000.00	1,132.00	405,000.00	1,222.00
226,000.00	685.00	256,000.00	775.00	286,000.00	865.00	316,000.00	955.00	346,000.00	1,045.00	376,000.00	1,135.00	406,000.00	1,225.00
227,000.00	688.00	257,000.00	778.00	287,000.00	868.00	317,000.00	958.00	347,000.00	1,048.00	377,000.00	1,138.00	407,000.00	1,228.00
228,000.00	691.00	258,000.00	781.00	288,000.00	871.00	318,000.00	961.00	348,000.00	1,051.00	378,000.00	1,141.00	408,000.00	1,231.00
229,000.00	694.00	259,000.00	784.00	289,000.00	874.00	319,000.00	964.00	349,000.00	1,054.00	379,000.00	1,144.00	409,000.00	1,234.00
230,000.00	697.00	260,000.00	787.00	290,000.00	877.00	320,000.00	967.00	350,000.00	1,057.00	380,000.00	1,147.00	410,000.00	1,237.00
231,000.00	700.00	261,000.00	790.00	291,000.00	880.00	321,000.00	970.00	351,000.00	1,060.00	381,000.00	1,150.00	411,000.00	1,240.00
232,000.00	703.00	262,000.00	793.00	292,000.00	883.00	322,000.00	973.00	352,000.00	1,063.00	382,000.00	1,153.00	412,000.00	1,243.00
233,000.00	706.00	263,000.00	796.00	293,000.00	886.00	323,000.00	976.00	353,000.00	1,066.00	383,000.00	1,156.00	413,000.00	1,246.00
234,000.00	709.00	264,000.00	799.00	294,000.00	889.00	324,000.00	979.00	354,000.00	1,069.00	384,000.00	1,159.00	414,000.00	1,249.00
235,000.00	712.00	265,000.00	802.00	295,000.00	892.00	325,000.00	982.00	355,000.00	1,072.00	385,000.00	1,162.00	415,000.00	1,252.00
236,000.00	715.00	266,000.00	805.00	296,000.00	895.00	326,000.00	985.00	356,000.00	1,075.00	386,000.00	1,165.00	416,000.00	1,255.00
237,000.00	718.00	267,000.00	808.00	297,000.00	898.00	327,000.00	988.00	357,000.00	1,078.00	387,000.00	1,168.00	417,000.00	1,258.00
238,000.00	721.00	268,000.00	811.00	298,000.00	901.00	328,000.00	991.00	358,000.00	1,081.00	388,000.00	1,171.00	418,000.00	1,261.00
239,000.00	724.00	269,000.00	814.00	299,000.00	904.00	329,000.00	994.00	359,000.00	1,084.00	389,000.00	1,174.00	419,000.00	1,264.00
240,000.00	727.00	270,000.00	817.00	300,000.00	907.00	330,000.00	997.00	360,000.00	1,087.00	390,000.00	1,177.00	420,000.00	1,267.00