



Prince George's County
Department of Permitting, Inspections and Enforcement
PERMITTING AND LICENSING DIVISION
ePlan

9400 Peppercorn Place, Suite 100
Largo, Maryland 20774

OFFICE: 301.636.2050 | FAX: 301.883.7690 | EMAIL: eplan@co.pg.md.us



BUILDING PERMITS											
CASE TYPES	PERMIT TYPES	APPLICATION	M-NCPPC	SITE ROAD	HEALTH – DPIE	ELECTRICAL SUPERVISOR	MECHANICAL SUPERVISOR	FIRE SUPERVISOR	STRUCTURAL SUPERVISOR	WSSC PERMIT REQUIRED	REQUIREMENTS
BUILDING ALTERATION	CE — COMMERCIAL EXTERIOR	Awnings	X			X		X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Elevation Plans & Details Page)
		Balcony Replacements (Apartments/Condos)						X	X		Drawings/Plans Signed & Sealed by a P.E. or Architect
		Canopies	X					X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Elevation Plans & Details Page)
		Fence	X	X				X	X		Signed & Sealed Site Plan Marked-up
		General Exterior Alteration without a Change of Use		X		X	X	X	X		Drawings/Plans Signed & Sealed by a P.E. or Architect
		Reface Store Front				X		X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Elevation Plans & Details Page)
		Roof				X	X	X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Framing Plans, Cross-Section Details, Elevation Plans & Details Page)
BUILDING ALTERATION	CEU — COMMERCIAL EXTERIOR / USE & OCCUPANCY	Exterior Alteration Involving a Change of Use, Owner, or Tenant	X		X			X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect
		Fence with Use (Storage Yard)	X	X	X			X	X		Signed & Sealed Site Plan Marked-up
		Mobile Homes (Replacement at Existing Mobile Home Parks)	X	X	X			X	X		Signed & Sealed Site Plan Marked-up, Signed & Sealed Utility Connection Details to Existing Foundation
BUILDING ALTERATION	CG — COMMERCIAL EXTERIOR / GRADING	Concrete Sidewalk	X	X	X			X	X		Signed & Sealed Site Plan Marked-up
		Concrete Slab or Replacement (Non-Structural)	X	X	X			X	X		Signed & Sealed Site Plan Marked-up
		Concrete Steps	X	X	X			X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Elevation Plans, Stair Details Page & Foundation Plans)
		Exterior Alteration with Grading	X	X	X	X	X	X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect
		Gas Island	X	X	X	X	X	X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect
		Handicap Ramp (Concrete)	X	X	X			X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E.



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											or Architect (Elevation Plans, Details Page & Foundation Plans)
		Light Poles		X		X		X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect
		Parking Lots	X	X	X			X	X		Signed & Sealed Site Plan Marked-up
		Pedestrian Walkway	X	X	X			X	X		Signed & Sealed Site Plan Marked-up
BUILDING ADDITION	CGU — COMMERCIAL GRADING / USE & OCCUPANCY	Addition to Existing Building	X	X	X	X	X	X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Foundation Plans, Framing Plans, Cross-Section Details, Elevation Plans)
		Commercial Grading and Use	X	X	X	X	X	X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Foundation Plans, Framing Plans, Cross-Section Details, Elevation Plans)
		Commercial Shed	X	X	X	X	X	X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Foundation Plans, Framing Plans, Cross-Section Details, Elevation Plans)
		New Building on Property with Other Buildings	X	X	X	X	X	X	X	X	Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Foundation Plans, Framing Plans, Cross-Section Details, Elevation Plans), Cert. Form, Stormwater Concept Approval Letter, Type II Tree Conservation Plan, Landscaping Plan
BUILDING ALTERATION	CI — COMMERCIAL INTERIOR	Additional Interior Space			X	X	X	X	X		Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Framing Plans)
		General Interior Alteration without a Change of Use			X	X	X	X	X		Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Framing Plans)
		Interior Demolition				X	X	X	X		Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Framing Plans)
		Interior Elevator				X	X	X	X		Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Framing Plans)
		Racking				X	X	X	X		Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Framing Plans)
BUILDING ALTERATION	CIE — COMMERCIAL INTERIOR / EXTERIOR	Interior and Exterior Alteration without a Change of Use		X	X	X	X	X	X		Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Foundation Plans, Framing Plans, Cross-Section Detail, Elevation Plans), Signed & Sealed Site Plan (Possibly Required)



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BUILDING ALTERATION	CIEU — COMMERCIAL INTERIOR / EXTERIOR / USE & OCCUPANCY	Fit-Outs with a Change in Use, Owner and/or Tenant	X		X	X	X	X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Framing Plans, elevation plans)
		General Interior and Exterior Alteration with Change of Use, Owner, or Tenant	X		X	X	X	X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Framing Plans, & Elevation Plans)
BUILDING ALTERATION	CU — COMMERCIAL INTERIOR / USE & OCCUPANCY	Assisted Living/Congregate Living/Group Home (6 or More Residents)	X		X	X	X	X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans)
		Family Daycare (6 or More Residents)	X			X	X	X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans)
		General Interior Alteration Involving a Change of Use, Owner, or Tenant	X		X	X	X	X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans)
		General Interior Work (Tenant Fit-Out with a New Use)	X		X	X	X	X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans)
		Paint Spray Booth (Existing Building)	X			X	X	X	X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans)
BUILDING NEW CONSTRUCTION	NCGU — NEW COMMERCIAL / GRADING / USE & OCCUPANCY	New Apartment Building	X	X	X	X	X	X	X	X	Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Framing Plans, Cross-Section Details, Elevation Plans, Foundation Plans & Details Page), Cert. Form, Stormwater Concept Approval Letter, Type II Tree Conservation Plan, Landscaping Plan
		New Building on Vacant Property (from Foundation Upwards)	X	X	X	X	X	X	X	X	Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Framing Plans, Cross-Section Details, Elevation Plans, Foundation Plans & Details Page), Cert. Form, Stormwater Concept Approval Letter, Type II Tree Conservation Plan, Landscaping Plan
BUILDING NEW CONSTRUCTION	POF — PLANS ON FILE	Condos, 3 or Less Stories	X	X					X	X	Site Plan Info. Cert. Form, Stormwater Concept Approval Letter, Type II Tree Conservation Plan, Landscaping Plan, Signed & Sealed Site Plan
		Condos, 4 or More Stories	X	X		X	X	X	X	X	Site Plan Info. Cert. Form, Stormwater Concept Approval Letter, Type II Tree Conservation Plan, Landscaping Plan, Signed & Sealed Site Plan



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		Duplex, 3 or Less Stories	X	X	X				X	X	Site Plan Info. Cert. Form, Stormwater Concept Approval Letter, Type II Tree Conservation Plan, Landscaping Plan, Signed & Sealed Site Plan
		Duplex, 4 or More Stories	X	X	X	X	X	X	X	X	Site Plan Info. Cert. Form, Stormwater Concept Approval Letter, Type II Tree Conservation Plan, Landscaping Plan, Signed & Sealed Site Plan
		Single-Family Dwellings, 3 or Less Stories	X	X	X				X	X	Site Plan Info. Cert. Form, Stormwater Concept Approval Letter, Type II Tree Conservation Plan, Landscaping Plan, Signed & Sealed Site Plan
		Single-Family Dwellings, 4 or More Stories	X	X	X	X	X	X	X	X	Site Plan Info. Cert. Form, Stormwater Concept Approval Letter, Type II Tree Conservation Plan, Landscaping Plan, Signed & Sealed Site Plan
		Townhouses, 3 or Less Stories	X	X					X	X	Site Plan Info. Cert. Form, Stormwater Concept Approval Letter, Type II Tree Conservation Plan, Landscaping Plan, Signed & Sealed Site Plan
		Townhouses, 4 or More Stories	X	X		X	X	X	X	X	Site Plan Info. Cert. Form, Stormwater Concept Approval Letter, Type II Tree Conservation Plan, Landscaping Plan, Signed & Sealed Site Plan
BUILDING ALTERATION	R — RESIDENTIAL	Aboveground Swimming Pools (without Slab)	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Elevation Plans & Details Page) or Spec. Sheet (Manufacturer Specifications Page)
		Aboveground Tanks	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Elevation Plans & Details Page) or Spec. Sheet (Manufacturer Specifications Page)
		Basement Finishing			X				X		Floor Plans (If work is load bearing, then also submit Cross-Section Plans.)
		Exterior Renovations (Awnings, Siding, Replace Windows/Doors above Grade)							X		Drawings/Plans (Elevation Plans or Details Page) or Spec. Sheet (Manufacturer Specifications Page)
		Fences (No Site Road if Fence Certification Form is Uploaded)	X	X	X						Signed & Sealed Site Plan Marked-up
		Fire Damage (Read Damage Report)							X		Damage Report, Floor Plans (If work is load bearing, then also submit Cross-Section Plans.)
		Fireplace (Interior)							X		Floor Plan, Elevation Plans, Detail Page &/or Spec. Sheet (Manufacturer Specifications Page)



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		Gazebo	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings (Framing Plans, Elevation Plans & Details Page) & Possible Materials Report
		General Interior Work/Renovation			X				X		Floor Plans, Details Page (If work is load bearing, then also submit Cross-Section Plans.)
		IntelliJacks (If Digging, Add Site Road)							X		Floor Plans, Detail Page & Spec. Sheet (Manufacturer Specifications Page)
		Porticos	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings (Framing Plans, Elevation Plans & Details Page) & Possible Materials Report
		Roof (New & Replaced)							X		Drawings/Plans (Framing Plans, Cross-Section Plan & Details Page)
		Solar Panels (Roof Mounted)							X		Drawings/Plans Signed & Sealed by a P.E.
		Waterproofing (Interior)							X		Floor Plan, Detail Page & Spec. Sheet (Manufacturer Specifications Page)
		Wood Ramps	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Framing Plans, Elevation Plans & Details Page) & Possible Materials Report
		Wood Stoves							X		Floor Plans & Spec. Sheet (Manufacturer Specifications Page)
BUILDING ALTERATION	RG — RESIDENTIAL / GRADING	Areaway	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Floor Plans, Elevation Plans & Details Page) & Possible Materials Report
		Carports	X	X	X				X		Signed & Sealed Site Plan Marked-Up, Drawings/Plans (Floor Plans, Framing Plans, Cross-Section Details, Elevation Plans, Foundation Plans & Details Page)
		Concrete	X	X	X				X		Signed & Sealed Site Plan Marked-up
		Decks	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Framing Plans, Elevation Plans & Details Page), & Possible Materials Report
		Detached Garages	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Floor Plans, Framing Plans, Cross-Section Details, Elevation Plans, Foundation Plans & Details Page)
		In-Ground Swimming Pools	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Pool Plans & Details Page)
		Patios	X	X	X				X		Signed & Sealed Site Plan Marked-up; Any additional work being done along with a patio (concrete seating, fire pits, etc.) will require specific Drawings/Plans and/or Details Page relevant to the work.
		Ramps	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Floor Plans, Elevation Plans & Details Page) & Possible Materials Report



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		Retaining Walls	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Elevations, Foundations & Details Page) & Possible Materials Report
		Sheds	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Framing Plans, Elevation Plans, Foundation Plans & Details Page)
		Solar Panels (Ground Mounted)	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. (Foundation Plans & Details Page)
		Underground Tanks		X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Details Page) or Spec. Sheet (Manufacturer Specifications Page)
		Underpinning		X					X		Cross-Section Plans, Foundation Plans & Detail Page
		Waterproofing (Exterior)		X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Floor Plans & Detail Page) & Spec. Sheet (Manufacturer Specifications Page)
		Window Wells		X					X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Floor Plans, Elevations Plans & Details Page) & Spec. Sheet (Manufacturer Specifications Page)
BUILDING ADDITION	RGU — RESIDENTIAL / GRADING / USE & OCCUPANCY	Additions (First Story)	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Framing Plans, Cross-Section Details, Elevation Plans, Foundation Plans & Details Page)
		Attached Garages	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Framing Plans, Cross-Section Details, Elevation Plans, Foundation Plans & Details Page)
		Porches	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Framing Plans, Cross-Section Details, Elevation Plans, Foundation Plans & Details Page)
		Sunrooms	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Framing Plans, Cross-Section Details, Elevation Plans, Foundation Plans & Details Page)
BUILDING ALTERATION	RU — RESIDENTIAL / USE & OCCUPANCY	Dormers	X		X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Floor Plans, Framing Plans, Elevation Plans & Details Page)
		Enclosing Existing Deck/Porch	X		X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Floor Plans, Framing Plans, Elevation Plans & Details Page)



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		Garage Conversions	X		X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans (Floor Plans, Framing Plans, Elevation Plans & Details Page)
		Second Story Additions (No Site Road if No Underpinning/ Digging)	X	X	X				X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Floor Plans, Framing Plans, Cross-Section Details, Elevation Plans, Foundation Plans & Details Page)
RAZE PERMIT	RZC — RAZE PERMIT COMMERCIAL	Complete Demolition of Building (Commercial)		X	X						Disconnect Letters of All Utilities: Gas, Electrical, Water; Upload Only to Momentum
		Complete Relocation of Building (Commercial)		X	X						Disconnect Letters of All Utilities: Gas, Electrical, Water; Upload Only to Momentum
		Complete Removal of Building (Commercial)		X	X						Disconnect Letters of All Utilities: Gas, Electrical, Water; Upload Only to Momentum
RAZE PERMIT	RZR — RAZE PERMIT RESIDENTIAL	Complete Demolition of Building (Residential)		X	X						Disconnect Letters of All Utilities: Gas, Electrical, Water; Upload Only to Momentum
		Complete Relocation of Building (Residential)		X	X						Disconnect Letters of All Utilities: Gas, Electrical, Water; Upload Only to Momentum
		Complete Removal of Building (Residential)		X	X						Disconnect Letters of All Utilities: Gas, Electrical, Water; Upload Only to Momentum
SIGN PERMIT APPLICATION	S — SIGN	New Wall Sign	X			X			X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Mounting & Sign Drawings): If Sign is Illuminated, Electrical Drawings Are Required
		Reface Wall Sign	X			X			X		Drawings/Plans (Sign Drawings): If Sign is Illuminated, Electrical Drawings Are Required
SIGN PERMIT APPLICATION	SG — SIGN / GRADING	New Ground-Mounted Signs	X	X		X			X		Signed & Sealed Site Plan Marked-up, Drawings/Plans Signed & Sealed by a P.E. or Architect (Sign Drawings, Foundation Plans): If Sign is Illuminated, Electrical Drawings Are Required
		Reface Ground-Mounted Signs	X	X		X			X		Drawings/Plans (Sign Drawings): If Sign is Illuminated, Electrical Drawings Are Required
BUILDING NEW CONSTRUCTION	SGU – NEW SINGLE-FAMILY DWELLING	New Single-Family Houses (Not Plans on File)	X	X	X				X	X	Site Plan Info. Cert. Form, Stormwater Concept Approval Letter, Type II Tree Conservation Plan, Landscaping Plan, Signed & Sealed Site Plan, Drawings/Plans (Floor Plans, Foundation Plans, Framing Plans, Cross-Section Details, Elevation Plans)
		New Single-Family Houses (Plans on File)	X	X	X				X	X	Site Plan Info. Cert. Form, Stormwater Concept Approval Letter, Type II Tree Conservation



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											Plan, Landscaping Plan, Signed & Sealed Site Plan
BUILDING NEW CONSTRUCTION	TGU — TOWNHOUSE	New Townhouses (Not Plans on File)	X	X					X	X	Site Plan Info. Cert. Form, Stormwater Concept Approval Letter, Type II Tree Conservation Plan, Landscaping Plan, Signed & Sealed Site Plan, Drawings/Plans (Floor Plans, Foundation Plans, Framing Plans, Cross-Section Details, Elevation Plans)
		New Townhouses (Plans on File)	X	X					X	X	Site Plan Info. Cert. Form, Stormwater Concept Approval Letter, Type II Tree Conservation Plan, Landscaping Plan, Signed & Sealed Site Plan
USE & OCCUPANCY	UO — USE & OCCUPANCY (IF WORK IS BEING DONE, USE CU)	Certificate to Occupy a Building Certificate	X		X						Signed & Sealed Site Plan
		Existing Billboards	X		X						Signed & Sealed Site Plan, Lease, M-NCPPC App., Statement of Justification (S.O.J.)
		Indicating New Ownership Certificate	X		X						Signed & Sealed Site Plan
		Indicating New Tenant Certificate	X		X						Signed & Sealed Site Plan
TRAILER	UTB	Construction Trailers/Office Trailers/School Trailers						X	X		Site Plan (Does Not Require Seal or Signature), Trailer Reports or Trailer Plans/Layout
EVENT	UTB	Farmers' Markets (Inside)						X	X		Site Plan (Does Not Require Seal or Signature), & Special Event Checklist
		Sales Office						X	X		Site Plan (Does Not Require Seal or Signature)
		Special Events (Inside)						X	X		Site Plan (Signature & Seal Not Required), & Special Event Checklist
TRAILER	UTB	Temporary Use of a Tent or Trailer						X	X		Site Plan (Signature & Seal Not Required)
EVENT	UTZ	Farmers' Markets (Outside)						X	X		Site Plan (Signature & Seal Not Required), & Special Event Checklist
		Special Events (Outside)						X	X		Site Plan (Signature & Seal Not Required), & Special Event Checklist
		Temporary Use of Empty Lot						X	X		Site Plan (Signature & Seal Not Required), & Special Event Checklist

*****DISCLAIMER:**

- DPIE staff reserves the right to change, revise, alter and cancel applications.
- Properties located within the Chesapeake Bay Critical Area or Historic Preservation, regardless of application or permit type, must be reviewed by M-NCPPC.