



Public Health
Prevent. Promote. Protect.
Harford County
Health Department

Bureau of Environmental Health
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Pre-Permit Plan Review

PURPOSE:

To offer property owners a review of their construction project by the Harford County Health Department (HCHD) prior to making formal application to the Harford County Department of Planning and Zoning. This process provides property owners with information on the feasibility of their plan as it pertains to Health Department requirements, and enables incorporation of Health Department requirements into their plans. This is a complimentary service which is offered at no cost to the homeowner, and is completed by staff as time allows.

Please be advised that this process is not intended for review of a site plan for construction of a new home. If you intend to build a new single-family dwelling, the HCHD can provide a list of documents which must be submitted with the building permit application. It is strongly recommended that you confer with a consultant to guide you through the site plan review process.

Be advised that while every attempt is made to provide a thorough review of the proposed project, at the time of the building permit application, additional requirements and/or changes may be applicable.

You may apply for a Building Permit through the Harford County Department of Planning and Zoning at any time. Participating in the Pre-Permit Plan Review process is not a requirement before applying for a building permit.

IF YOU WISH THE HCHD TO EVALUATE YOUR PROPOSAL, THE FOLLOWING MUST BE SUBMITTED WITH THIS APPLICATION:

1) Completed Application:

See page two.

2) Site Plan:

A site plan must be attached and drawn to an appropriate scale (1"=30', 1"=50', or 1"=100'). Show all existing and proposed improvements, inclusive of the dwelling, garage, driveway, outbuildings, storm water management areas, forest retention areas, water ways, topographic contour lines, well or wells, septic tank, distribution box, and drainfield locations. If applicable, please indicate your recorded Septic Reserve Area (SRA), and any neighboring wells, septic systems, or septic reserve areas (SRAs) within 200' of the property line.

3) Floor Plan:

For additions or modifications to a dwelling, submission of a complete floor plan, to include existing and proposed layout, is required. Identify all rooms and indicate the location of all closets, egress windows and doors.

Pre-Permit Plan Review Application

Property Location:

Property address: _____

Subdivision: _____

Tax Map#: _____ Grid: _____ Parcel: _____ Tax ID#: _____

Applicant's Information:

Applicant's name (if different from owner): _____

Applicant's address: _____

Applicant's phone number: _____

Applicant's email address: _____

Property Owner's Information:

Property owner(s) name: _____

Owner's address: _____

Owner's phone number: _____

Owner's email address: _____

Describe Proposed Project (provide as much information as possible to avoid delays in processing):

The HCHD will respond in writing to your proposal.

By affixing your signature, you attest that your proposal is accurate to the best of your knowledge.

Signature: _____ Date: _____

Printed Name: _____