

# DEMOLITION PERMIT GUIDE



[www.talbotcountymd.gov](http://www.talbotcountymd.gov)

215 Bay Street, Suite 3  
Easton, MD 21601  
410-770-6840

The Department of Permits and  
Inspections  
Talbot County, Maryland

## Zoning Certificate

- A zoning certificate is required prior to demolition in Talbot County. A zoning certificate application may be obtained from the Talbot County Department of Permits and Inspections located at 215 Bay Street, Suite 3, Easton, Maryland. Office hours are between 8:00 a.m. and 4:30 p.m. Monday – Friday. No fee is required for the permit. Each applicant is required to fill out the permit application and demolition information sheet and sign and date the bottom of each obtained at our office.

### SITE DRAWINGS

(For Building Permits & Zoning  
Certificates)

Submit **four (4)** Site Plans showing the following: DRAWN TO A STANDARD ENGINEERING SCALE OF 1"=10', 1"=20', 1"=50', ETC. WITH SCALE NOTED ON PLAN.

- **BE SURE TO SHOW STRUCTURE(S) TO BE DEMOLISHED**

- The site plan and all existing and proposed structures and improvements including accessory utility equipment (ex: HVAC, generators) shall be drawn to the same scale.
- Location and dimensions of all roads, easements, property lines and natural features.
- Setbacks from property boundary lines, shorelines, streams, and wetlands to the proposed structure(s).
- All structures shall be shown on site plans and be properly labeled in order to be accepted.
- The location of the existing septic system and the Sewage Disposal Area (SDA) if applicable. Include the location of the septic tank(s) and the location of the distribution system (tile fields & distribution box or dry well). *If the applicant is unclear as to the location of the SDA, the applicant may contact the Office of Environmental Health to review the records. If an approved SDA exists on site, both the SDA and septic system must be shown on the plan.*
- The location of the well, labeled as existing or proposed.
- The location of the driveway, labeled as existing or proposed.
- Please obtain a copy of a demolition form from our office describing how structure

will be demolished and how rubble will be disposed.

- After permit issuance the applicant is required to contact the Department of Permits and Inspections at 410-770-6840 for a final inspection upon completion of the demolition.
- Construction must begin within nine months and be completed within eighteen months.

**This permit guide *may not* address all situations but is intended to provide general information for the permitting process.**

**Please contact our office for site plan requirements if needed.**