

Do I need a permit?



The City requires that property owners, contractors, and/or developers obtain building permits to ensure compliance with all zoning, building, plumbing, electrical, mechanical, fuel gas, fire, health, and accessibility codes, as well as any other local, State, and/or Federal laws. Building permits are required for such things as new construction, additions, modifications, upgrades, change(s) of use for an existing building, and tenant occupancies. Accessory structures such as fences, sheds, decks, signs, parking lots, and driveways also require building permits. Demolition permits are required for the removal of buildings and may be required for internal demolition work as well.



Aberdeen Municipal Center

60 N. Parke Street
Aberdeen MD, 21001

Contact Us

Director of Planning and Community
Development, **Phyllis Grover:**
410-272-1600 ext. 216

Senior Planner, **Stefani Spector:**
410-272-1600 ext. 220

Assistant Planner, **Sydnie Trionfo:**
410-272-1600 ext. 221

The City of Aberdeen: How to Apply for a Building Permit

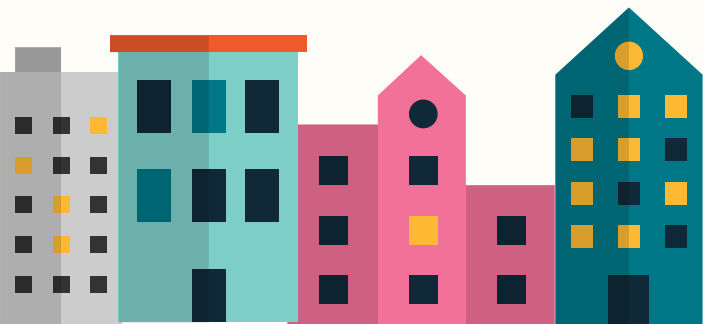


Where do I Start?

The building permit process starts with obtaining a building permit application from either the City Hall lobby or the City of Aberdeen website (www.aberdeenmd.gov).

What do I need?

Please refer to the City of Aberdeen Residential Building and Commercial and/or Industrial Building Permit Guides for specific requirements detailing what needs to be submitted for each permit application type. Building permit guides can be found on our website (www.aberdeenmd.gov).



How do I submit my application?

To submit building permit applications and plans, an applicant may:

- Come into City Hall and drop off permit applications or plans in the City Hall lobby drop box
- Submit permit applications or plans electronically to Sydnie Trionfo at strionfo@aberdeenmd.gov
- Submit permit applications or plans via mail to '60 N. Parke Street, Aberdeen, MD 21001 Attn: Sydnie Trionfo'

.....

If you would like to come in to discuss a building permit, you may do so by utilizing the phone in the lobby and dialing extension 221

What next?

Once the application has been reviewed and approved by all appropriate parties, a member of the Aberdeen Planning and Community Development Department will let the applicant know their permit is ready to release.

How do I pay?

Building permit application fees must be paid in full before the permit can be released. An invoice of applicable fees will be emailed to the applicant. Payments can be made payable to the City of Aberdeen by cash, check, money order, cashier's check, or credit card. You can mail the payment to the City, drop it in the night drop box next to the entrance door at City Hall, bring it to our Finance Department during regular business hours, or pay online. Once payment has been confirmed, the permit can either be picked up or sent to the applicant electronically.