



DIVISION OF  
ENGINEERING & CONSTRUCTION MANAGEMENT  
PLAN REVIEW | PERMITTING | ENGINEERING | CONSTRUCTION

**Grading Permit Submittal Requirements  
Frequently Asked Questions**

**When is a Grading Permit required?**

When total disturbed area is greater than 5000 square feet or total disturbed volume is greater than 100 cubic yards.

**Are there any exemptions to the Grading Permit requirements?**

Exemptions include residential landscaping and agricultural activities.

**What must be included in a Grading Permit application?**

- When submitting for a grading permit under a previously approved Site Specific grading Plan, provide 3 copies of the previously approved plan Cover Sheet and 3 copies of the previously approved plan Grading Sheet.
- When submitting for a grading permit and Standard Grading Plan approval concurrently, provide the following with the grading permit application:
  - a. Standard Grading Plan submittal checklist form, 7 sets of plans, cover letter and any fees required.
  - b. All items required per the Standard Grading Plan must be shown on the Standard Grading Plan Submittal.

**What is required for Grading Permit approval?**

- Approved Grading Plan
- Pre-construction Meeting held
- Executed Stormwater Management Maintenance Agreement (as applicable)
- Stormwater Management Performance Security - bond, letter of credit or check (as applicable)

**How do I find out the status of my Grading Permit approval?**

Our on line service, Citizen Access (formerly Velocity Hall), is designed specifically for the development community in Washington County to check the status of an application. This new service is available 24 hours a day, 7 days a week and the site is completely safe and secure. Visit the Citizen Access website at:

<https://www.velocityhall.com/accela/velohall/index.cfm?city=WASHINGTON+COUNTY&state=MARYLAND>

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