



— BALTIMORE CITY —
DEPARTMENT OF HOUSING &
COMMUNITY DEVELOPMENT

ePermits Application

How to apply for a Razing or Moving a Building/Structure Permit

1. Click on “Add Application”.



BALTIMORE CITY
DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT

Home > Code Enforcement > My Permit Application List
Account: [REDACTED]

My Permit Application List Logout

Add Application License Management

2. Acknowledge statement.

Common renovation activities like sanding, cutting and demolition can create hazardous lead dust and chips by disturbing lead-based paint, which can be harmful to adults and children. To protect against this risk, the Environmental Protection Agency (EPA) issued the Renovation, Repair and Painting Rule (RRP Rule) that became effective on April 22, 2010. I understand that to comply with federal law any renovation, repair and painting work that disturbs lead-based paint in homes, child care facilities, and kindergartens built before 1978 must use certified renovators who follow specific work practices to prevent lead contamination. For more information go to the EPA website (<https://www.epa.gov/lead>) or call the National Lead Information Center at 1-800-424-LEAD.

I acknowledge that I have read and understand the statement above.

1. Complete “Project Information” section. Project Name and Your Role are mandatory fields.

2. Complete “Property Owner Information” section. Note: this information is for the legal owner of the property, **NOT** the lessee/tenant.

If the property owner is a business, complete this section of the form naming a contact person (an individuals first and last name) for the property owner.

Project Information
Project Name:
Your Role:
Project Notes:

Property Owner Information
Is the property owner a business entity? Yes No

Select Permit Category
Please review all options before making a selection
(Please move the cursor over **i** to see more information.)

- Residential (1 & 2 family dwelling units only): Add and/or replace plumbing/mechanical/gas/electrical fixtures/devices (drawings NOT required) **i**
- Residential: Minor interior/interior demo/exterior alterations (drawings NOT required) **i**
- Residential: Interior/exterior alterations(or demolition) (drawings to scale may be required) **i**
- Residential: New construction/addition < 600 sq ft (drawings to scale required) **i**
- Underpinning only(1 & 2 family dwelling units only) **i**
- Non-Residential: Add and/or replace plumbing/mechanical/gas/electrical fixtures/devices (drawings NOT required) **i**
- Non-Residential: Exterior work (drawings to scale may be required) **i**
- Non-Residential: Interior non-structural alterations(or demolition) < 200 sq ft (drawings to scale may be required) **i**
- Permit extension/Change(or Add) contractor (requires original permit number) **i**
- Permit reinstatement (requires original permit number) **i**
- Use and occupancy permit **i**
- Razing or moving building/structure permit **i**
- Work on BGE pole
- Please contact the Plans Examining Office at 410-396-3460 before proceeding. (Permit requiring plans review in the ePlans process.) **i**

Affidavit
The undersigned hereby certifies under penalties of perjury that he/she is the owner of the subject property, or is the duly authorized agent of the owner with full and specific consent and authorization to act for the owner for this application. Undersigned further certifies that he/she has examined this application, including any accompanying plans, and that the proposed work subject to the Building, Fire, and Related Codes of Baltimore City ("BFRCBC") and other applicable laws and ordinances is a true, accurate, and complete statement of the work applied for in this application, and any incorrect, inaccurate, or incomplete information may result in the voiding of this permit pursuant to the BFRCBC. Undersigned further certifies that the owner or their duly authorized agent shall comply with all local, State, and Federal provisions, laws, and ordinances. You agree your electronic signature is the legal equivalent of your manual signature on this application. By entering your name you consent to be legally bound by this application's terms and conditions.

Affidavit: [Click Here to Continue](#)

3. In the “Select Permit Category,” section select “Razing or moving building/structure”. Click on the icon at the end of the option for more information on that option.

4. Read and sign the “Affidavit”.

5. Click to continue.

Property Owner Information
Is the property owner a business entity? Yes No

Company Name:
Phone:
Address 1:
Address 2:
City:
State:
Zip:

Business Entity Contact Information

First Name	Last Name	Phone #	Address	City	State	Zip
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="(Select One)"/>	<input type="text"/>

Account: [REDACTED]

Back Logout Project Name: [REDACTED]

1 Step 1 Permit Information **2 Step 2** Building Information **3 Step 3** Contractors Information

Property Address

Please type in property address. ?

House/Building # Dir Street Name Street Type Unit/Apt Num
Street # Only [v] Street Name [v] [v] [v] Verify

Please Enter Demolition Information

Building Condition Method of Razing Building Count Accessory Structure Count
[v] [v] [v] [v]

Existing Property Use
[v]

Method of Protection to the Public Way ?

Fencing Around the Premises Yes No
Other Type of Barrier Yes No
Is protection necessary? Yes No

Previous **Next** Submit

1. Enter the property address.

2. From the dropdowns select the Building Condition and the Method of Razing.

3. Enter the Building Count and the Accessory Structure Count. If none enter zero (0).

4. Select the Existing Property Use from the dropdown list.

5. Enter Yes or No to these questions.

6. Click "Next".

Account: [Redacted]

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Project Name: [Redacted]

1 Step 1
Permit Information

2 Step 2
Building Information

3 Step 3
Contractors Information

Buildings/Attachment Info

Please enter 1 Building(s)/Structure(s).

[Add Building Structure Information](#)

[Drawing/Document Required](#)

- Documents Required:
- 8 1/2 x 11-11x17 Site/Plot Plans
 - MDE Form
 - Certification of Treatment and Abatement
 - Affidavit
 - Letters to Adjoining Owners
 - Owner Acknowledgement Affidavit
 - Utility Billing Form

[Download Forms](#)

[Previous](#) [Next](#) [Submit](#)

1. Click to add the building/structure information.

Add Building/Structure Info

Type: (Select One)

Count: (Select One)

Story:

Length:

Width:

Height:

Notes:

Save Close

1. From the dropdown list select the type of structure.

Buildings To Be Razed							
ID	FixtureDesc	Count	Story	Length	Width	Height	F
Page 1 of 0							

Add Building/Structure Info

Type: (Select One)

Count:

Story:

Length:

Width:

Height:

Notes:

Save Close

3. Click "Save".

Buildings To Be Razed							
ID	Fi	Count	Story	Length	Width	Height	F
Page 1 of 0							

Add Building/Structure Info

Type: (Select One)

Count:

Story:

Length:

Width:

Height:

Notes:

Save Close

2. Enter the data for these items. If the "Type" is "Accessory Structure" enter zero (0) for the length, width and height.

Buildings To Be Razed							
ID	FixtureDesc	Count	Story	Length	Width	Height	F
Page 1 of 0							

Add Building/Structure Info

Type: (Select One)

Count:

Story:

Length:

Width:

Height:

Notes:

Save Close

5. Click "Close".

4. The buildings/structures to be razed will show here. You can add multiple structures.

Buildings To Be Razed							
ID	FixtureDesc	Count	Story	Length	Width	Height	F
Page 1 of 0							

Account: [REDACTED]

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Project Name: [REDACTED]

1 Step 1
Permit Information

2 Step 2
Building Informaton

3 Step 3
Contractors Information

Buildings/Attachment Info

Edit DEM Fixtures(1)

Drawing/Document Required

Documents Required:

- 8 1/2 x 11-11x17 Site/Plot Plans
- MDE Form
- Certification of Treatment and Abatement
- Affidavit
- Letters to Adjoining Owners
- Owner Acknowledgement Affidavit
- Utility Billing Form

[Download Forms](#)

1. Click here to download the required razing documents.

2. Click here to upload the completed required documents.
NOTE: Submission of incomplete or inaccurate documents will delay the processing of your application.

Previous

Next

Submit

1.You can click to browse for your file or drag your file to this location.
Note: Documents must be in a PDF format.

3. Click "Close" when file is uploaded.

2. The uploaded file will be listed here.

Please click here or please drop files(PDF only) directly here.

Close

File Uploaded		
FileID	DateUpload	File Name

Page 1 of 0

Account:

[Redacted]

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Project Name:

[Redacted]

1 Step 1
Permit Information

2 Step 2
Building Informaton

3 Step 3
Contractors Information

Buildings/Attachment Info

Edit DEM Fixtures(1)

Edit Drawing(1)

Documents Required:

- 8 1/2 x 11-11x17 Site/Plot Plans
- MDE Form
- Certification of Treatment and Abatement
- Affidavit
- Letters to Adjoining Owners
- Owner Acknowledgement Affidavit
- Utility Billing Form

[Download Forms](#)

1. Click "Next".

Previous

Next

Submit

Account: [REDACTED]

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Project Name: [REDACTED]

1 Step 1
Permit Information

2 Step 2
Building Informaton

3 Step 3
Contractors Information

Add Contractors

 *

[Add Contractor](#)

Demolition Contractor is required.

1. Click to add a demolition contractor.

[Previous](#) [Next](#) [Submit](#)

(Select One) ▾

(Select One)

Prime Contractor

Demolition Contractor

ID	Type	Lic#	Name	Address
----	------	------	------	---------

Page of 0

Pending Contractor List (waiting for authorization)

ID	Type	Lic#	Name	Address
----	------	------	------	---------

Page of 0

1. Select Demolition Contractor from the dropdown list unless you are an owner demolishing your own residential detached garage or shed.

Prime Contractor ▾

Owner As Prime Contractor


Add Close ?

2. If the "Prime Contractor" is the owner, select the "Prime Contractor" and then click the box next to "Owner As Prime Contractor".

Demolition Contractor ▾

Please key in License Number:

Please key in Company Name or Last name:



Contractor List

ID	Type	Lic#	Name	Address
Page 1 of 1				

Pending Contractor List (waiting for authorization)

ID	Type	Lic#	Name	Address
Page 1 of 1				




1. Enter the license number and contractor/company name.

Demolition Contractor ▾

Please key in License Number:

Please key in Company Name or Last name:

Add 

Contractor List

ID	Type	Lic#	Name	Address
Page 1 of 1				

Pending Contractor List (waiting for authorization)

ID	Type	Lic#	Name	Address
Page 1 of 1				

2. Click "Add".

DEPARTMENT OF HOUSING &

(Select One) ▾

Add ?

Contractor List

	ID	Type	Lic#	Name	Address
1					

Page 1 of 1

Pending Contractor List (waiting for authorization)

	ID	Type	Lic#	Name	Address
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Page 1 of 1

1. If the contractor is the person applying for the permit under their login the name will show on the “Contractor List”. Click the “X” in the top right corner to close the window and proceed with processing the application.

2. If the person applying for the permit is not the contractor the contractor’s name will show on the “Pending Contractor List” and the contractor will need to approve their name to be on the permit. In this case you will need to wait to receive an email approval before you can complete processing the permit application. At this time you can click the “X” in the top right corner to close the window and then logout of the application.

Account: peggy.white@baltimorecity.gov

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Project Name: DEMO

1 Step 1
Permit Information

2 Step 2
Building Informaton

3 Step 3
Contractors Information

Add Contractors



[Edit Contractor\(1\)](#)

Your application is ready to be submitted.
Please press submit button.

1. Click "Submit" to submit your application for review.

[Previous](#)

[Next](#)

[Submit](#)

1. Review your permit description.

Your Permit Application Description:

Demolition of Building/Structure

Submit

Cancel

Important Notes:

Thank you for using Baltimore City ePermits system. After submission, you will receive an email indicating that your permit is ready for payment, or a message from staff requesting more information, within one business day. INCLUDING SHORING, GROUPING, CLEARING OF PREMISES. AND REBUILDING OF REFINISHING AND JOINING BUILDING WALL AS DIRECTED BY BUILDING INSPECTOR. ALL DEBRIS REMOVED FROM SITE MUST BE DEPOSITED AT AN APPROVED LANDFILL AREA. EPA REGULATIONS MUST BE MET AND AREA RAT-PROOFED PER CODE.

2. Click "Submit" to submit the application for review. Click "Cancel" if you need to make changes to the application.

NOTE: Correspondences on the permit will be made via email so check the email account used to create this application.



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THANKS!



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