

Completing Driveway Application

Cost of permit \$15.00

1. Complete all applicable sections of the Driveway Permit Application.
2. Provide a marked-up Site/Plot Plan of the proposed driveway, indicating a new location or additional driveway space.
3. Sign and date the application.
4. The Town Engineer and the Town Zoning Administrator have 10 business days from the time of submission to review the proposed driveway.
5. Applicant or Owner shall call MISS UTILITY before you dig, 1-800-257-7777. Remember it's the law!
6. All inspections listed on the Driveway permit application in this packet are mandatory. Please call two business days ahead to schedule inspections.
7. If you have any questions or need assistance with your application, please contact the Town Hall, Engineering, or Permits Office, at 301-829-1424.

To pay online:

1. Go to the website: www.mountairymd.gov
2. Hover over **GOVERNMENT SERVICES**
3. Click on **ONLINE PAYMENTS**
4. Click on **MAKE ALL OTHER ONLINE PAYMENTS**
5. Use the dropdown arrow under Select Payment Item.
6. Click on **COUNTY & TOWN BUILDING PERMITS**
7. Enter your **DESCRIPTION (EX: Driveway Permit, Your Street Address)**
8. Enter the **AMOUNT**
9. Click on **ADD ITEM**
10. Click on **CHECK OUT**