

KENT COUNTY DEPARTMENT OF PLANNING, HOUSING, & ZONING



Procedures for permit and project submissions during COVID-19

Greetings,

Even in the most challenging times, there can always be good news to share. Ours is that Kent County remains open for business, and the Department of Planning, Housing, and Zoning (DPHZ) will continue to work towards providing you with excellent customer service. While the County Government Center at 400 High Street is temporarily closed to the public, the following methods for submitting building permits and project applications are recommended:

1. You may use the drop box located to the left-hand side of the County Commissioners' door on the back side of the County Government Center building, facing Calvert Street. Please call ahead if you have large sets of plans, so we may coordinate with you to receive your plans.
2. You may submit documents electronically to planning@kentgov.org. Please note that we are unable to print documents larger than 11 by 17 inches, and some agencies require paper submittals. Please note that submissions cannot be processed until the required fees have been paid.
3. You may mail your application and plans to us. The DPHZ Team is receiving USPS mail. The mailing address is:

Department of Planning, Housing, and Zoning
400 High Street, Suite 130
Chestertown, MD 21620

Please remember to include the application fee(s) with your submittal. At this time, the DPHZ Team is able to accept cash and checks only. If paying by check, please make the check payable to: County Commissioners of Kent County.

If you have any questions, please feel free to contact the DPHZ Team at (410) 778-7475 (voice/relay). Please leave a detailed message or email us at planning@kentgov.org.

Thank you for your understanding during this unprecedented event as we continue to work together in preventing the spread of the Novel Coronavirus (COVID-19).

CONTACT US AT (410) 778-7475

<https://www.kentcounty.com/planning>