

**CHARLES COUNTY GOVERNMENT  
PLANNING AND GROWTH MANAGEMENT  
P.O. BOX 2150  
LA PLATA, MARYLAND 20646**

July 1, 2010

**WHEN IS A BUILDING PERMIT REQUIRED FOR THE CONSTRUCTION OF A RESIDENTIAL DETACHED ACCESSORY BUILDING?**

A building and zoning permit is required for all residential detached accessory buildings, garages, sheds or mini-barns greater than 200 square feet. A zoning permit will be required for an accessory structure of any size. Please contact the Charles County Planning and Zoning Office at 301-645-0540 for further information.

DEFINITION: A structure that is not connected to the primary structure located on a parcel of land that is to be utilized for uses accessory to the primary dwelling located on the property.

**PROCEDURE TO OBTAIN A BUILDING PERMIT FOR A RESIDENTIAL DETACHED ACCESSORY BUILDING, GARAGE, SHED OR MINI BARN:**

1. This type of structure qualifies as a "Same Day" permit on Thursday except for properties located in the Chesapeake Bay Critical Area, as well as those structures that provide additional living space. Applications are accepted Monday through Friday, however, they will not be processed until Thursday. Applications received after 2:30 p.m. on Thursday will be reviewed on the following Thursday.
2. Application: Complete the attached building permit application (Attachment 1).
3. Forest Conservation Ordinance: As of August 27, 2004, compliance with the Forest Conservation Ordinance is required; however, projects on tracts of land less than 40,000 square feet are automatically exempt from the requirements of the Ordinance.

If the subject tract of land is 40,000 square feet or larger, forest conservation requirements must be addressed with your project. If there is a pending or approved Forest Conservation Plan already on file in the Charles County Planning Office, please provide documentation. For more information, contact the Planning Department at 301- 645-0540 (See Attachment 2).

4. Construction Drawings: Two (2) complete sets shall include a detailed foundation plan, fully dimensioned floor plans, roof and floor framing plans, cross section, wall detail, and elevations of all four sides. All drawings shall be scaled to a minimum of 1/4" = 1'.0". All structural information shall be consistent with materials intended to be used at time of construction. Reference the attached construction drawing checklist (See Attachment 3).

**NOTE:** Pre-fabricated accessory structures will require the submittal of the accompanying sales brochure provided by the vendor. A pre-fabricated accessory structure is not exempt from the foundation and tie down requirements of a similar field built structure.

**NOTE:** Any structure that exceeds an area of 400 square feet will require a permanent foundation. This does not constitute or imply that a continuous perimeter foundation is required, however, a frost depth footing will be required to support the structure. All structures are required to be secured against a 90 mph wind load as dictated by the current edition of the adopted building code.

5. Site Plan: Four (4) copies of the site plan showing lot lines, existing and proposed structures, setback dimensions from the proposed structure to lot lines, existing and proposed tree lines and well and/or septic location.

**NOTE:** Flood Plain: If the property is located in this area, the site plan shall denote the 100 year flood plain elevation and lowest finished floor elevation of the structure.

6. Complete Load Path Form: The complete load path is a series of wall and roof ties installed on a building which are designed to reduce up lift during high wind storms. This form shall be provided with the issued building permit and a completed copy shall be provided to the building inspector at the corresponding inspection (See Attachment 4).

In addition, the following information shall be provided for specific areas in Charles County:

1. Chesapeake Bay Critical Area and Resource Protection Zone: Property located in the above areas (1,000 feet from mean high water) may require additional information. Contact the Planning Department at (301) 645-0540 for specific submittal requirements and delineation of the CBCA and RPZ (See Attachment 5).
2. Well/Septic: If the property is served by individual well and/or on-site sewage disposal system, you **must** obtain approval from the Environmental Health Department prior to applying for a building permit. Submit a site plan and a \$65.00 review fee to the Health Department. Review time may take more than one (1) day. It is recommended that a request for pre-approval be made at least five (5) working days prior to applying for a "Same Day" permit. Structures shall not be installed over an existing well and/or septic field. Applications may be obtained from the Health Department. For more information, contact the Health Department at 301-609-6900. Any structure not requiring a building permit or structures that do not require any type of excavation for a proper installation are not required to be submitted to the Health Department for approval.
3. Area of Special Geotechnical Consideration: Proposed structures on property located in portions of the 7<sup>th</sup> District (Bryans Road/Indian Head) must comply with amendments to the building code (see Charles County Ordinance 01-93) due to the possibility of the soil

exhibiting high shrinkage and/or expansion characteristics. A 48 inch footing is required unless a Geotechnical Report prepared by a Professional Engineer licensed in the State of Maryland is provided. For more information, contact Codes, Permits, and Inspection Services at 301-645-0692. This requirement only pertains to structures requiring a foundation support.

### **Zoning**

1. Specify the intended use of your structure on the permit application. All proposed structures must be located behind the front building restriction line, at least six (6) feet from the side or rear property lines and at least six (6) feet from any other buildings on the same lot.
2. In the residential zones, accessory buildings larger than 1,000 square feet shall not exceed 50 percent of the gross square footage of the principal use or structure. For additional information on the requirements for accessory uses and/or structures, contact the Planning Department at 301-645-0540.
3. If your property is located within the neighborhoods of Smallwood Village PUD - Huntington (including Sentry Woods), Bannister, Sheffield and Wakefield, you must obtain the Planning Design Review Board's (PDRB) approval from the Smallwood Village PDRB. You may contact them at:

SMALLWOOD VILLAGE - PDRB, 14 Irongate Drive, Waldorf  
Telephone Number: 301-843-8111

4. If your property is located within the neighborhoods of the Westlake PUD - Hampshire, Lancaster and Dorchester and any future neighborhoods, you must obtain PDRB approval from the Westlake Village PDRB. You may contact them at:

WESTLAKE VILLAGE - PDRB, 236 Smallwood Village Center, Waldorf  
Telephone Number: 301-870-4304

5. If your property is located in Potomac Heights, you must submit the Review Committee approval letter. You may contact them at:

POTOMAC HEIGHTS - 200 Cedar Lane, Indian Head  
Telephone Number: 301-753-9148

6. If your property is located in Swan Point, you must submit the Architectural Review Committee approval letter and two copies of the stamped architectural drawings approved by the committee. You may contact them at:

SWAN POINT - 11550 Swan Point Boulevard, Issue  
Telephone Number: 301-259-0054

7. If the proposed structure is to be placed on the properties zoned as agricultural and the proposed use of the accessory structure is specifically related to an agricultural use, then the proposed structure may be exempt from building permits. For further information, contact the Planning Office at 301-645-0540.

**Fees**                    **Fees are subject to change every July 1**

Please make checks payable to Charles County Commissioners.

**Garage Fees:**

Application Fee: A \$18.00 non-refundable application fee is due when your permit is issued.

Plan Review Fee: \$.016 per square feet of the gross area of the garage at each story. The minimum plan review fee is \$35.00. This non-refundable fee is due when the permit is issued.

Inspection Fee:

Footing	\$33.00	Load Path	\$22.00
Foundation	\$22.00	Framing	\$44.00
Rebar	\$22.00	Final	\$6500
Slab	\$27.00		

**Shed and Mini-barn Fees**

Sheds 200 square feet or less do not require a building permit however, a zoning permit will also be required to verify the proposed and approved placement of the structure on the property.

Application Fee: A \$18.00 non-refundable application fee is due when your permit is issued.

Plan Review Fee: The minimum plan review fee is \$36.00. This non-refundable fee is due when the permit is issued.

Inspection Fee:

Footing	\$27.00	Slab	\$27.00
Foundation	\$22.00	Load Path	\$22.00
Rebar	\$11.00	Framing/Final	\$54.00

**NOTE:** Any permit application that is submitted for a garage structure intended to be utilized for the storage and/or maintenance of automobiles (cars/trucks) is required to

have a concrete floor, according to the adopted building code of Charles County. This includes antique or historic vehicles, RV vehicles, or vehicles intended for highway use

### **Other Permits**

**Plumbing Permits:** **Prior** to commencement of any plumbing and/or gas work, a plumbing permit shall be obtained from Codes, Permits, and Inspection Services. The plumbing permit shall be signed by a Maryland Registered Master Plumber (see note below).

**Electrical Permit:** **Prior** to commencement of any electrical work, an electrical permit shall be obtained from Codes, Permits, and Inspection Services. The electrical permit application shall be signed by a Master Electrician licensed by the Board of Electrical Examiners and Supervisors of Charles County (see note below).

**Mechanical Permit:** **Prior** to commencement of any mechanical/HVAC work, a mechanical permit shall be obtained from Codes, Permits, and Inspection Services. The mechanical permit application must be signed by a Maryland Registered Master HVAC Contractor.

**NOTE:** Homeowners desiring to do his/her own plumbing work must complete an application and pass an examination. Exams are administered at the Charles County Government Building. Provide 24 hours notice by calling Codes, Permits, and Inspection Services at 301-645-0692. Any person wishing to take the exam shall have his application on file with Codes, Permits, and Inspection Services within a reasonable time prior to the date of the scheduled exam.

**NOTE:** Homeowners desiring to do his/her own electrical work must complete an application and provide it to the Charles County Board of Electrical Examiners. The Board will evaluate and approve or disapprove the homeowner's application. Once the application has been approved or disapproved by the Board, the homeowner will be notified and an exam may be scheduled. Please contact the Board's secretary at 301-638-0804 for further information.

### **Contractor License Requirement**

Maryland Home Improvement Commission (MHIC)

### **Codes, Regulations and Standards for Construction in Charles County**

See Attachment 6.

See Attachment 7 for the Standard R4 Conditions for Residential Garages and Accessory Buildings.

### **Use and Occupancy Certificate**

This certificate shall be obtained from Codes, Permits, and Inspection Services **prior** to using or occupying a building or structure. When requesting a Use and Occupancy Certificate, submit the Use and Occupancy Approval form signed by the building inspector from the inspection agency.

The following is a list of commonly requested telephone numbers for State and County agencies:

Health Department .....	301-609-6900
Web Site .....	<a href="http://www.charlescountyhealth.org">www.charlescountyhealth.org</a>
Inspection Agency .....	301-645-3302
Electrical, Building, Plumbing Inspections .....	301-870-8710
Web Site .....	<a href="http://www.planchekinc.com">www.planchekinc.com</a>
Planning & Growth Management	
Codes, Permits, & Inspection Services .....	301-645-0692 or 301-870-3935
Planning & Zoning .....	301-645-0540 or 301-870-3896
Engineering .....	301-645-0618 or 301-870-3937
Web Site .....	<a href="http://www.charlescounty.org">www.charlescounty.org</a>
Fax .....	(301) 645-0575
Soil Conservation and Sediment Control .....	301-934-9588 ext 3 or 301-870-3555
Web Site .....	<a href="http://www.charlesscd.com">www.charlesscd.com</a>
State Highway Administration .....	1-800-876-4742 or 410-333-1350
Web Site .....	<a href="http://www.marylandroads.com">www.marylandroads.com</a>
State Fire Marshal .....	443-550-6820
Web Site .....	<a href="http://www.firemarshal.state.md.us">www.firemarshal.state.md.us</a>

### **Mission Statement**

The mission of Charles County Government is to provide our citizens the highest quality service possible in a timely, efficient, and courteous manner. To achieve this goal, our government must be operated in an open and accessible atmosphere, be based on comprehensive long- and short-term planning, and have an appropriate managerial organization tempered by fiscal responsibility.

### **Vision Statement**

Charles County is a place where all people thrive and businesses grow and prosper;  
where the preservation of our heritage and environment is paramount;  
where government services to its citizens are provided at the highest level of excellence;  
and where the quality of life is the best in the nation.



**CHARLES COUNTY FOREST CONSERVATION ORDINANCE  
DECLARATION OF INTENT  
SINGLE LOT EXEMPTION**

Tax Account Number \_\_\_\_\_ Tax Map \_\_\_\_\_ Parcel Number \_\_\_\_\_  
Lot Number \_\_\_\_\_ Name(s) of Property Owner(s) \_\_\_\_\_

Address and/or location of property \_\_\_\_\_

I (We), \_\_\_\_\_, the Owner(s) of the real property located at \_\_\_\_\_ as described as \_\_\_\_\_ hereby declare my (our) intention to meet the requirements for an exemption under the *Single Lot Exemption* of the Charles County Forest Conservation Ordinance (section 298-4.H of the Charles County Code) for five (5) years.

Under this Declaration of Intent, I (we) propose to disturb \_\_\_\_\_ square feet of forest. I (we) have included a sketch map or site plan showing approximate existing forest cover and the forest area to be cleared.

Is the property for which this Declaration of Intent being filed subject to either (please indicate yes or no):

\_\_\_\_\_ A previously approved Forest Conservation Plan; or  
\_\_\_\_\_ A previous Declaration of Intent

This declaration grants an exemption for (name activity) \_\_\_\_\_ conducted on an existing single lot based on the *Single Lot Exemption* of the Charles County Forest Conservation Program. If the Owner makes application for an activity regulated under the Forest Conservation Program, cumulatively clears more than 40,000 square feet of forest, or violates the requirements of a previous Forest Conservation Plan on all or part of the lot within the five (5) year period, the County Commissioners of Charles County may require the Owner to meet the forest conservation threshold established in the Charles County Forest Conservation Ordinance, and may also assess a noncompliance fee of \$0.30 per square foot for forested areas disturbed in violation of this exemption.

I (We) declare under the penalties of perjury, that I (we) have examined this declaration, including any accompanying forms and statements, and the information contained herein, to the best of my (our) knowledge, information, or belief, is true, correct and complete.

Property Owner(s) Signature(s)	Date
_____	_____
_____	_____
_____	_____

## Checklist for Residential Garage Drawings

(Be sure the following information is included on both sets of permit drawings.)

### A. DESIGN CRITERIA - Minimum scale of 1/4" to 1' for all drawings

- Indicate attached or detached
- Metal framed garages require sealed engineered drawings
- Metal framed garages with sealed designs will require sealed foundation designs

### B. LOCATION ON LOT

- Distances to other structures on the property within 10'
- Indicate if located in flood zone - indicate zone classification
- Indicate if located in an area of geo-technical concern

### C. FLOOR PLANS

- Entire floor plan of garage
- Uses and dimensions of all areas
- Indicate location and sizes of all doors and windows
- Location of any stairs

### D. FRAMING INFORMATION

- \* Foundation - Indicate type to be used - conventional or monolithic pour
- \* Footing Details
  - Depth of footing bottom to finished grade - minimum 24"
  - Depth of footing bottom to finished grade if located in an area of geo- technical concern - minimum 48"
  - Thickness of footing
  - Width of footing
  - Size, spacing and location of isolated footing for support footings
- \* Foundation Walls
  - Type of wall - poured concrete, CMU, etc.
  - Thickness of wall - minimum 6"
  - Height of wall
  - Type of foundation anchors - sill plat anchors
- \* Wall Construction
- \* Type of wall system to be used
  - Wood framed wall system
    - Provide the species and grade of lumber to be used
    - Height and spacing of the studs
    - Provide a wall layout that indicates opening locations
    - Indicate the type of exterior sheathing to be used
    - Indicate the type of veneer to be used
    - Indicate the type of water resistive barrier to be used
    - Masonry wall system
  - Provide wall height
    - Provide the height of the unbalanced fill against wall
    - Provide the size and spacing of reinforcement to be used
    - Provide the size and the lintels to be used above any opening in the wall

- Conventional concrete wall system
  - Provide thickness of the wall
  - Provide the wall height
  - Provide the size and spacing of vertical reinforcement
  - Provide the size and spacing of horizontal reinforcement
  - Provide detail for reinforcement placement at wall openings
- \* Floor Construction - if provided
- \* Type of floor system to be used
  - Wood framed floor system
    - Provide species and grade of lumber to be used
    - Size and material of support beams
    - Span of support beams
    - Depth of beam pockets
    - Size and material of support posts
    - Size of floor joist
    - Spans for floor joist
    - Spacing for floor joist
    - Location and spans of any cantilevers
    - Layout for engineering lumber floor systems
    - Location and size of provided bridging
  - Stairs or Attic access - if provided
    - Stairs
    - Location
    - Framing details
    - Attic access
    - Location
    - Size
    - Pull down stairs - if provided
- \* Roof Construction
- \* Indicate type of roof to be used
  - Gable roof
  - Hip roof
  - Gambrel roof
  - Provide roof pitch
  - Flat roof
  - Indicate degree of slope
  - Indicate type of roof covering
  - Indicate type of roof system to be used
- \* Pre-manufactured truss roof
  - Provide manufacturers layout to indicate placement of support beams, with the permit drawings
- \* Field framed roof system
  - Indicate the grade and species of the lumber to be used
  - Provide rafter size
  - Provide rafter spacing
  - Provide rafter spans

- Provide ceiling joist size
- Provide ceiling joist spacing
- Provide ceiling joist spans
- Provide size and material of ridge beam
- Provide details for ridge beam support
- Indicate dormer locations
- Framing information required for dormers, mirrors that for wall and roof requirements
- Indicate type and amount of ventilation that is to be provided for attic space
- \* Exterior wall covering
  - Type of sheathing
  - Water resistive barrier - Ex: Tyvek, felt paper, etc.
  - Veneer - Ex: siding, brick, etc.
- \* Interior Coverings - if provided
  - Ceiling covering
  - Wall covering
- \* Indicate bathroom locations - if provided
  - Provide fixture layout
- \* Indicate location of electrical components - if provided
  - HVAC equipment
  - Clothes dryer
  - Water heaters
  - Electrical panels
  - Clothes washer
- \* Indicate location of fuel burning appliances - if provided
  - HVAC equipment
  - Clothes dryer
  - Water heater
  - Boiler
- \* Indicate location of plumbing components- if provided
  - Water heater
  - Laundry tub
  - Boiler
- \* Indicate Insulation 'R' values - if provided - (Values given are minimum's)
  - Floors - R-19
  - Wood framed walls - R-13
  - Attic - R-38
  - Mass walls (Concrete or Masonry) - R-5
  - Slab on grade - R-10, minimum 2' of perimeter
- \* Indicate location of mechanical components - if provided
  - Air handler
  - A/C unit
  - Furnace

## Checklist for Residential Shed or Pole Structures Drawings

(Be sure the following information is included on both sets of permit drawings.)

- \* A building permit is required for any accessory structure that exceeds 200 square feet. Any structure that requires a permit needs to be anchored to resist a 90 mph wind load as designated in the current edition of the International Residential Code and local requirements. Any accessory structure that has 600 square feet of area or more and is of conventional framing requires a permanent foundation. Accessory structures that are of other than conventional framing and have 400 square feet or more of area shall also have a permanent foundation. A permanent foundation consists of but not solely of a concrete footing placed at frost depth, which is 24" below grade for sheds and 48" for pole structures as per local requirements.
- \* **DESIGN CRITERIA - Minimum scale of 1/4" for all drawings**
  - Metal framed structures require sealed engineered drawings
  - Metal framed structures with sealed designs will require sealed foundation designs
- \* **LOCATION ON LOT**
  - Distances to other structures on the property within 10'
  - Indicate if located in flood
  - Indicate if located in an area of geotechnical concern
- \* **FLOOR PLANS**
  - Uses and dimensions of all areas
  - Indicate location and sizes of all doors and windows
  - Location of any stairs
- \* **FRAMING INFORMATION**
- \* **Foundation - where required based on area of structure**
- \* **Footing Details**
  - Depth of footing bottom to finished grade - minimum 24" (sheds)
  - Depth of footing bottom to finished grade if located in an area of geotechnical concern or for a pole structure - minimum 48"
  - Thickness of footing
  - Width of footing
  - Size, spacing and location of isolated footings for support piers or poles
- \* **Foundation Walls - if provided**
  - Type of wall - poured concrete, CMU, etc.
  - Thickness of wall - minimum 6"
  - Height of wall
  - Type of foundation anchors - sill plate anchors
- \* **Wall Construction - if field framed**
- \* **Type of wall system to be used**
  - Wood framed wall system
    - Provide the species and grade of lumber to be used
    - Height and spacing of the studs
    - Provide a wall layout that indicates opening locations

- Provide all header sizes and material
- Indicate the type of exterior sheathing to be used
- \* **Floor Construction - if field framed**
- \* **Type of floor system to be used**
  - Wood framed floor system
    - Provide species and grade of lumber to be used
    - Size and material of support beams
    - Spans of support beams
    - Size and material of support posts
    - Size of floor joist
    - Spans for floor joist
    - Spacing for floor joist
  - Stairs or Attic Access - if provided**
    - Stairs
    - Location
    - Framing details
    - Attic access
    - Location
    - Size
    - Pull down stairs - *if provided*
- \* **Roof Construction**
- \* **Indicate type of roof to be used**
  - Gable roof
  - Hip roof
  - Gambrel roof
  - Provide roof pitch
  - Flat roof
  - Indicate degree of slope
  - Indicate type of roof covering
  - Indicate type of roof system to be used
- \* **Pre-manufactured truss roof**
  - Provide manufacturer's layout to indicate placement of support beams with the permit drawings
- \* **Field framed roof system**
  - Indicate the grade and species of the lumber to be used
  - Provide rafter size
  - Provide rafter spacing
  - Provide rafter spans
  - Provide ceiling joist size
  - Provide ceiling joist spacing
  - Provide ceiling joist spans
  - Provide size and material of ridge beam
  - Provide details for ridge beam support
  - Indicate dormer locations
  - Framing information required for dormers, mirrors that for wall and roof requirements

- Indicate type and amount of ventilation that is to be provided for attic space

- \* **Exterior wall covering - *if provided***
- \* **Interior coverings - *if provided***
- \* **Indicate location of electrical components - *if provided***
- \* **Indicate location of fuel burning appliances - *if provided***
- \* **Indicate location of plumbing components - *if provided***
- \* **Indicate insulation 'R' values - *if provided - all values are minimums***
  - Floors - *R-19*
  - Wood framed walls - *R-13*
  - Attic - *R-38*
  - Mass walls (Concrete or Masonry) - *R-5*
  - Slab on grade - *R-10, minimum 2' of perimeter*

## Complete Load Path for Residential Home/Addition Per IRC/2009

**Building Permit #** \_\_\_\_\_

Type (check appropriate box)	Type	1 story	2 story	3 story
Single Family Dwelling				
Basement or crawl (circle one)				
Addition/ Garage / Carport/ Shed				
Deck				

Enter strap # in column on Right (Simpson or equal)	EXAMPLE ONLY (Strap numbers below are examples only.)		Nail size
Foundation anchor	Bolt ½" LBP or equal		
Foundation strap	MASB or equal		
Band board to sill plate	LTP-4 or equal		12- 8D 1 ½" nails
Band board to bottom plate	MTS or equal		8-8D 1 ½" nails
Header strap	CS-20 or equal		18- 10D nails
Bottom & top plate strap to vertical stud	MTS, RSP-4, H2.5A or equal		8-8D 1 ½" nails
Floor to floor anchors	LFTA , LSTA or equal		6-10 D nails top & bot
Truss or rafter strap to top plate	H2.5A or better		10 8D 1 ½" nails
Joist hangers for decks	G185 ZMAX or equal		Double Dipped Galv.

Connectors may be Simpson, USP or equal. The above is only for information purposes.

**COMPLETE LOAD PATH:**

**AN INSPECTION OF THE COMPLETE LOAD PATH MUST BE PERFORMED PRIOR TO THE BUILDING FRAMING INSPECTION. THE COMPLETE LOAD PATH IS A SERIES OF WALL AND ROOF TIES THAT ARE INSTALLED ON A BUILDING THAT IS DESIGNED TO REDUCE UP LIFT DURING HIGH WIND STORMS. THE SILL PLATE, BAND BOARD, TRUSSES AND ALL COMPONENTS OF THE EXTERIOR WALLS ARE TIED TO THE FOUNDATION USING METAL TIES APPROVED FOR THE PURPOSE. THE TIES ARE INSTALLED AT THE SAME INTERVALS AS THE FOUNDATION ANCHORS OR STRAPS. ALL STRAPS ARE REQUIRED TO BE INSTALLED WITH THE APPROPRIATE NAILS OR SCREWS AS STATED BY THE MANUFACTURER OF THE STRAPS. PLEASE PROVIDE THE INSPECTOR WITH STRAP INFORMATION AS NOTED ON THE FORM FOR EACH SEPARATE PROJECT.**

**A CERTIFIED DESIGN OF THE COMPLETE LOAD PATH SIGNED AND SEALED BY A REGISTERED STRUCTURAL ENGINEER OR ARCHITECT MAY BE PRESENTED IN LIEU OF THIS FORM AT THE TIME OF INSPECTION.**

- A COMPLETE LOAD PATH DESIGN PREPARED BY AN ARCHITECT OR STRUCTURAL ENGINEER, SIGNED AND SEALED WILL BE PRESENTED AT TIME OF INSPECTION.**
- I AGREE THAT I AM SOLELY RESPONSIBLE FOR COMPLYING WITH THE 2009 CHARLES COUNTY BUILDING CODE FOR COMPLETE LOAD PATH. THIS FORM WILL BE FILLED OUT AND PRESENTED TO THE INSPECTOR AT TIME OF INSPECTION.**
- STAGGERED STRUCTURAL SHEATHING INSTALLED COVERING THE BAND BOARD AND SILL PLATE AND WITH A MINIMUM OF 18 INCHES ABOVE THE RIM BOARD ON THE SECOND STORY.**

**A SEPARATE INSPECTION AND ADDITIONAL INSPECTION FEES ARE REQUIRED FOR THE COMPLETED LOAD PATH SYSTEM. SCHEDULE THE INSPECTION BEFORE INSTALLING SHEATHING OR INSTALL OVER THE SHEATHING.**

Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

Signature of Engineer/Architect \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

## Guidelines for Preparing Critical Area Site Plans

All land areas within 1000' of the landward boundary of tidal waters are designated to be in the Chesapeake Bay Critical Area. Site plans for development in these areas should contain the following:

1. **Tax Map, Grid, Parcel, and Lot Number**
2. **Boundary survey plat or detailed drawing of the entire site showing:**
  - existing topography, including any slopes in excess of 15%
  - location of all existing and proposed structures (or improvements)
  - limits of construction disturbance
  - location of the 1000' Critical Area boundary
  - location of 100' Critical Area Buffer (expanded for steep slopes and sensitive soils<sup>1</sup>)
  - location of tidal and non-tidal wetlands on site
  - location of hydric and highly-erodible soils on site
  - location of isolated and/or specimen trees (indicate if remaining or removed)
  - forested areas on site and contiguous adjacent forested areas
  - location of any Habitat Protection Areas<sup>2</sup>
3. **Computations of:**
  - total lot area and acreage inside the Critical Area
  - area of existing and proposed impervious surface by type (building, driveway, deck, etc.)
  - percentage of post-development impervious surface<sup>3</sup>
  - total area of existing forest cover
  - forested area (or vegetative cover) to be cleared
  - amount of replacement planting required for forest clearing (requires planting plan)
  - amount of planting required for offsetting impervious surfaces (requires planting plan)
  - amount of planting required to meet 15% minimum forest cover (requires planting plan)
4. **Planting Plan<sup>4</sup> (if required) showing:**
  - exact location of required plantings
  - plant species and mitigation value (in square feet)
  - 2-year maintenance agreement on all plant materials

*Any questions about the items listed above may be directed to the Charles County Department of Planning and Growth Management, Environmental Section at (301) 645-0540.*

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<sup>1</sup> Article 1X, Section 131 of the Charles County Zoning Ordinance

<sup>2</sup> Chapter 8 of the Charles County Critical Area Program

<sup>3</sup> Article 1X, Section 132 of the Charles County Zoning Ordinance

<sup>4</sup> Article 1X, Section 132 of the Charles County Zoning Ordinance

CHARLES COUNTY GOVERNMENT  
DEPARTMENT OF PLANNING AND GROWTH MANAGEMENT  
P.O. BOX 2150, LA PLATA, MARYLAND 20646

CODES, REGULATIONS AND STANDARDS  
FOR CONSTRUCTION IN CHARLES COUNTY

June 1, 2010

1. International Building Code/2009, International Mechanical Code/2009 and the International Energy Conservation Code/2009 as amended by periodic supplements and Charles County Bill No. 2010-08.
2. International Residential Code/2009 as amended by periodic supplements and Charles County Bill No. 2010-08.
3. National Electrical Code/2008
4. International Existing Building Code/2009 (**existing structures more than one year old**)
5. 2009 International Plumbing Code
6. 2009 International Fuel Gas Code
7. Code of Maryland Regulations 05.02.02 -Maryland Accessibility Code
8. Code of Maryland Regulations 05.02.06.02B - Maryland Safety Glazing Law
9. Code of Maryland Regulation 29.06.01 State Fire Prevention Code Incorporated by reference: NFPA 101 Life Safety Code/2009 and NFPA 1 Fire Code/2009
10. Code of Maryland Regulations 10.15.03 - Food Service Facilities
11. Code of Maryland Regulations 26.04.02 - On-Site Water Supply and Sewage Disposal

Charles County Government

**Standard R4 Conditions for Residential Garages and Accessory Buildings**

June 4, 2010

The following conditions are not conclusive. For additional requirements, refer to the appropriate section of the adopted code.

1. Existing foundations, concrete slabs, or decks shall be inspected and approved by the building inspector prior to start of construction. Schedule a preliminary inspection with the inspection agency.
2. The bottom of all footings shall extend at least 24 inches below finished grade. Step footings to contour of finished grade.
3. Concrete in footings and shed slabs shall have a minimum specified compressive strength ( $f'c$ ) of at least 2500 psi.
4. Concrete in garage slabs shall have a minimum specified compressive strength ( $f'c$ ) of 3500 psi. Garage and carport slabs shall be sloped to facilitate the movement of liquids toward the main vehicle doorway.
5. Slabs on grade shall have a minimum thickness of 3 ½ inches. Slabs in attached garages shall be placed over a vapor retarder and a 4 inch base course consisting of clean graded sand, gravel, or crushed stone passing a 2 inch sieve.
6. The garage shall be separated from the residence and its attic by not less than ½ inch (12.7 mm) gypsum board applied to the garage side. Garages beneath habitable rooms shall be separated from all habitable rooms above by not less than 5/8 inch Type X gypsum board or equivalent. Openings from a garage directly into a room used for sleeping purposes shall not be permitted. Openings between the garage and residence shall be equipped with solid wood doors not less than 1 3/8 inch (35mm) in thickness, solid or honeycomb core steel doors not less than 1 3/8 inches (35mm) thick, or 20-minute fire-rated doors.
7. Plastic foam sheathing shall not be left exposed to the interior of a garage or shed.
8. Rafter or truss ties shall be provided at each end of rafter or truss to plate connection. The resulting uplift forces from the rafter or truss ties shall be transmitted to the foundation.
9. Roof trusses shall be certified by a Maryland Registered Engineer. Submit certification to the building inspector.
10. Complete Loath Path - A system of wood structural panels, metal connectors, tie rods, or engineered design that provides a continuous connection of all exterior framing components from the roof of the building to the foundation capable of resisting wind uplift forces generated by the design wind speed as adjusted for the exposure category must be provided.
11. Narrow wall bracing shall comply with the 2009 IRC Section 602.10.
12. All plumbing, gas, electrical, and mechanical work shall be installed by a State licensed Master Plumber, County licensed Master Electrician, and State licensed Master HVAC Contractor respectively. Separate permits are required for plumbing, gas, electrical, and mechanical work. A homeowner's license is available for plumbing and electrical work upon satisfactory completion of examination(s). Contact Codes, Permits, and Inspection Services at (301) 645-0692 for further information.