

**Chesapeake Bay Critical Area  
Staff Level Review Project Application**

**Project Location:** \_\_\_\_\_

**Property Owner:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone # Home:** \_\_\_\_\_

**Work:** \_\_\_\_\_

**Cell:** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Applicant:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Address** \_\_\_\_\_

**Telephone #** \_\_\_\_\_

**Cell:** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**Property Information:**

**Lot # :** \_\_\_\_\_ **Block:** \_\_\_\_\_ **Parcel:** \_\_\_\_\_

**Subdivision:** \_\_\_\_\_ **Tax Map:** \_\_\_\_\_

**Liber:** \_\_\_\_\_ **Folio:** \_\_\_\_\_ **Plat:** \_\_\_\_\_

**Land Tax Account #:** \_\_\_\_\_

**Zoning of Property:**

Critical Area Designation (please circle one)\*: IDO LDO RCO

*(If unable to determine, please contact staff for assistance)*

**Project Description:**

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**Site Information:**

1. What is the size of the lot/parcel? \_\_\_\_\_

2. What is the proposed amount of disturbance in square feet? \_\_\_\_\_

\*See Glossary of Terms

3. What are the existing structures and foot print size? (Including house, decks, patios, driveway(s), other structures such as free standing garage, shed, barn, swimming pool, etc)? \_\_\_\_\_

\_\_\_\_\_

4. What is the total square footage of proposed new impervious surface area? \_\_\_\_\_

5. Will any impervious surface be removed? \_\_\_\_\_

6. Is the property on the waterfront? \_\_\_\_\_

7. Does the property contain or abut a stream? \_\_\_\_\_

8. Will the work disturb steep slopes? \_\_\_\_\_

9. Will any natural vegetation be cleared as part of this project? \_\_\_\_\_

a. If yes, what is the square footage? \_\_\_\_\_

10. Has an application previously been filed for the proposed development on this property? (circle one)      YES      NO

a. If so, when? \_\_\_\_\_

(month)

(year)

**For IDO only:** If the area of disturbance is greater than 250 square feet the applicant must comply with the Critical Area 10% Rule. Please describe proposed mitigation (see handout for guidance). \_\_\_\_\_

Please include a plan showing existing and proposed structures & natural features, pictures of existing structures and natural features, and a vicinity map with this application.

**Owner's Certification**

I certify that the information contained herein is correct and accurate and that all clearing, grading, construction, and development will be conducted according to this plan and all applicable laws and regulations.

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Name (Please Print)

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Signature Date

## **CHESAPEAKE BAY CRITICAL AREA STAFF LEVEL REVIEW**

Property within the Chesapeake Bay Critical Area (CBCA), which is defined as any area within 1000 feet of the High Mean Tide (HMT) of the Patuxent, Potomac, and/or Anacostia rivers, is subject to strict laws regarding development . Consequently, any proposed development project- new or to replace an existing or former structure – on property within the CBCA is subject to a Conservation Plan and Agreement approved by the Planning Board. An applicant may obtain a Staff Level Review in lieu of the Conservation Plan if it meets all of the following criterion:

1. Area of disturbance is less than 500 square feet
2. Disturbance will occur out of the 100 foot Buffer
3. Forest area will not be cleared
4. Steep slopes will not be disturbed
5. Streams will not be affected
6. Habitat Protection Area will not be affected
7. Tidal or non-tidal wetlands will not be affected

If the proposed project for which a permit application is being filed meets all of these criteria, please complete the attached Staff Level Review Application and submit the completed application with the following required materials:

- Property plan denoting proposed and/or existing structures
- Pictures of existing structures
- Property plan denoting natural features
- Vicinity map of where the property is located

A comprehensive Staff Level Review will be conducted to determine if the proposed project meets CBCA regulations. Upon completion of the Staff Level Review, notification will be forwarded to the applicant to do one of the following:

- Proceed with the building and/or grading permit process(es) because all CBCA regulations have been met.
- Do not proceed with the building and/or grading permit process(es) because the proposed project does not meet CBCA regulations, and contact the Department of Public Work's and Transportation, Office of Engineering at 301-883-5710 to review options.

## Glossary of Terms

**Chesapeake Bay Critical Area Overlay Zones** – The Critical Area is divided into three land development use zones, as follows:

**I-D-O** – Intense Development Overlay

**L-D-O** – Limited Development Overlay

**R-C-O** – Resource Conservation Overlay

**Area of Disturbance** – includes any area that is disturbed by removal of topsoil and/or vegetation, excavation, filling, and/or stockpiling of materials. For example: when building a 500 square foot deck, the limit of disturbance will be greater than 500 square feet, and not just limited to the size of the footings.

**Natural Vegetation** – includes shrubs, trees, and herbaceous plants

**Steep slopes** – slopes that are 15% of grade or greater

**Impervious surfaces** – surface areas composed of gravel, oyster shell, brick, asphalt, clay, concrete, swimming pools and other similar surfaces

**100-foot Buffer** – established 100-feet landward from Mean High Tide (MHT) of tidal waters, the edge of the bank of tributary streams, and the landward edge of tidal wetlands.

**Expanded 100-foot Buffer** – The buffer shall be expanded beyond 100 feet to include contiguous sensitive areas such as steep slopes, hydric soils or highly erodible soils. In the case of contiguous slopes of 15 percent or greater the Buffer shall be expanded 4 feet for every one percent of slope or to the top of the slope, whichever is greater in extent.

**Water dependent facilities** – includes, but are not limited to, ports, the intake and outfall structured of power plants, water-use industries, marinas and other boat docking structures, public beaches and other public water-oriented recreation areas, and fisheries activities. Excluded from this regulation are individual private piers installed or maintained by riparian landowners, and which are not part of a subdivision that provides a community pier.

**Forest Area** - a dense area of trees and other woodland vegetation, such as shrubs and other under story vegetation.

**10% Rule** - stormwater practices used to reduce the stormwater pollutant loads by 10% below the load generated by the same site prior to development in the IDO zone.