



Director: Charles Johnston, AICP

**CALVERT COUNTY  
DEPARTMENT OF COMMUNITY PLANNING  
& BUILDING**

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**DEPARTMENT OF COMMUNITY PLANNING & BUILDING  
MEMORANDUM**

**TO: Surveyors, Engineers, and Consultants**  
**VIA: Terry Williams, Development Navigator**  
**FROM: Dave Brownlee, Principal Environmental Planner**  
**DATE: February 13, 2013**  
**SUBJECT: NEW Critical Area Worksheet and Instructions**

The Environmental Planning staff in the Department of Community Planning and Building have recently completed the new and improved Critical Area Worksheet. The updated document is now three pages – a one page worksheet and two pages of instructions. The worksheet is to be submitted with all necessary project and permit submittals. The other two pages are instructions only and do not need to be included with any applications.

The form is currently available on the Critical Area page of the Calvert County website here:  
<http://www.co.cal.md.us/index.aspx?nid=1246>

There are hard copies available in the Department of Community Planning and Building (3<sup>rd</sup> floor, County Services Plaza) and also the Inspections and Permits office (2<sup>nd</sup> floor, County Services Plaza).

Attachments  
Critical Area Worksheet and Instructions (3 pages)

//ckf



# CALVERT COUNTY

## CRITICAL AREA WORKSHEET

*This worksheet must be submitted with a building, grading or vegetation removal permit application for any proposed activities in the Chesapeake Bay Critical Area (that area within 1,000' of tidal waters or wetlands of the Bay or its tributaries). The form must also be submitted with any site plan, subdivision plan or land replatting in the Critical Area.*

- A. Permit Number:** Inspections & Permits will assign a Building / Grading permit number: \_\_\_\_\_  
 Is proposed work a repair (no expansion) or interior work only?  **Yes:** Go to Section E, OR  **No** (Continue)  
**Total Site Area** (square feet of lot or parcel): \_\_\_\_\_ Sq. Ft. (1 Acre = 43,560 Square Feet)
- B. Overlay Zoning District:** In which "Critical Area Overlay District" is your property located:  
 **IDA** (Intensely Developed)  **LDA** (Limited Development)  **RCA** (Resource Conservation)  
 (to determine the district, view the map on-line at: <http://calvertgis.co.cal.md.us/Geoblade/criticalarea.htm>)

**Disturbance within the 100 foot Critical Area Buffer:**

Will this project disturb any ground, soil, trees or wooded areas within 100' of any stream, creek, or waterway (known as the "100' Buffer")?  **YES** or  **NO** (please circle ONE)  
 If **YES**, what is the amount of area disturbed? \_\_\_\_\_ Sq. Ft?  
 Area of forest or trees removed from the Buffer? \_\_\_\_\_ Sq. Ft.?

- C. Forested and Developed Woodland Area Outside the Buffer:** Total existing forested & wooded area: \_\_\_\_\_ Sq. Ft. The definition of "forested and wooded area" is: a biological community dominated by trees and other woody plants (shrubs and undergrowth), including forests that have been cut but not cleared. Please indicate proposed total square footage of forested and developed woodland removed for: structure(s)/house(s), accessory structures, additions, septic or sewer systems, wells, stormwater management devices, driveways and parking and other clearing (work areas, access, stockpiles, etc). Total Forest and Woodland Removed = \_\_\_\_\_ Sq. Ft.
- D. Lot Coverage:** Includes roofs, sidewalks, driveways, and any type of pavement, gravel or areas that will not absorb water (except gravel under a deck that is not used for parking). Lot coverage does not include decks or access through the Buffer. For lot coverage limitations of grandfathered lots in existence prior to December, 1988, please refer to Table 8-1.2 on page 2 of the Critical Area worksheet instructions.

*Please include square footage (sq. ft.) of all existing and proposed new coverage:*

| <u>Existing Lot Coverage</u>                          | <u>Proposed New Lot Coverage</u> |
|---|----------------------------------|
| 1. House (roof area):                                 | 1. House (roof area):            |
| 2. Driveway + Sidewalks                               | 2. Driveway + Sidewalks:         |
| 3. Accessory Structures:                              | 3. Accessory Structures:         |
| <i>Total Existing Lot Coverage:</i>                   | 4. New Additions:                |
| <b>* Total Existing + Proposed New Lot Coverage =</b> |                                  |

- E.** I, \_\_\_\_\_, (property owner(s)) hereby certify that the above is true and correct based upon personal knowledge. I hereby understand that these computations shall be a binding part of issuance of a building permit for Tax Map # \_\_\_\_\_, Section # \_\_\_\_\_ Block # \_\_\_\_\_, Lot # \_\_\_\_\_.

I hereby certify that I have seen and read the record plat (if approved after December 13, 1988, and subject to Critical Area requirements) and have indicated on the attached site plan any easements, buffers, or other restrictions declared on said plat. (Use additional pages for signatures if more than two (2) owners).

\_\_\_\_\_ (Signature) \_\_\_\_\_ (Date)  
 \_\_\_\_\_ (Printed Name)

\_\_\_\_\_ (Signature) \_\_\_\_\_ (Date)  
 \_\_\_\_\_ (Printed Name)



## Critical Area Worksheet Instructions

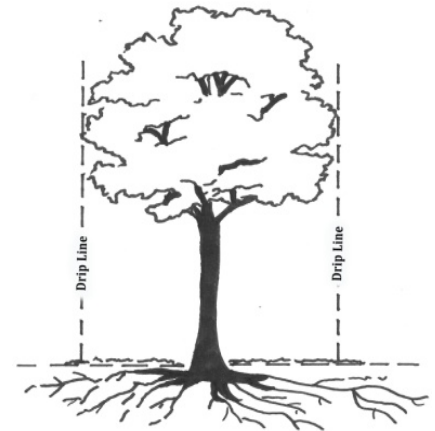
- A. Total Site Area:** Provide the total area of the property in terms of square feet (sq. ft.). Keep in mind that an acre equals 43,560 sq. ft. The area of your property is available with the Maryland Department of Assessment and Taxation office or online: <http://www.dat.state.md.us>
- B. Overlay District:** Your property is located in one of three Critical Area Overlay Districts: Intense Development District (IDA), Limited Development District (LDA) or Resource Conservation District (RCA). To determine which district, view the Critical Area map on-line at: <http://calvertgis.co.cal.md.us/Geoblade/criticalarea.htm>

**Disturbance within the 100' or expanded Buffer:** If your project includes disturbing, digging, cutting, or in general, interrupting the natural landscape within the 100' or expanded (see definition below) waterway or tidal wetland buffer, please complete this section by indicating the square footage of the area disturbed. If any trees or shrubs will be removed in this area, include the area of disturbance, in terms of square footage of the canopy removed. A permit is not required to replace or add ornamental shrubs, to maintain existing lawns or gardens and to prune limbs on the lower 1/3 of a tree (as long as no more than 25% of its limbs are not removed at one time).

**Definition:** *The Critical Area Buffer is an area of natural vegetation 100 feet wide, measured landward from the mean high water line of tidal waters, tributary streams, and tidal wetlands. In some instances, the buffer is expanded beyond 100 feet because of adjacent steep slopes (15% or greater) or highly erodible or hydric soils. To determine the expanded buffer, see Section 8-1.08.D.2 of the Calvert County Zoning Ordinance (<http://www.co.cal.md.us/DocumentCenter/View/1411>).*

- C. Forested and Developed Woodland Area:** In this section you are asked to determine the amount of existing tree coverage (forested and wooded area) of the property.

Remember that the definition of "forested and wooded area" is that area that is dominated by trees and other woody plants, including shrubs and undergrowth. To determine the area of individual trees, use the 'dripline' (the area directly located under the outer circumference of the tree branches) or the canopy of the trees and shrubs as the covered area. The area of the dripline is generally a circle and can be calculated as the radius (center of tree trunk to out edge of limbs) squared time 3.14 ( $Area = \pi r^2$ ). For contiguous forested areas, use the total area covered. Show forested and developed woodland area on your drawing. Your answer must be in terms of square feet (sq. ft).



- **Removed Forested and Developed Woodland:** Please provide the total amount of "forested and developed woodland" being removed for the construction or development (when applicable), including for a house (new home, renovation and addition, or rebuild); septic or sewer (for the installation of a drain field and septic tank and the area disturbed for access to the area); a well (the area disturbed for access to install a well); driveway and/or parking (the amount of area disturbed for off-street parking or driveway); an accessory structure (permanent or temporary shed, new or expanded deck, storage building); an addition (any expansion of the existing house, garage or shed or other structure); storm water management (if you are required to install a storm water management device – a pond, drywell or other water retention device); and other (may include excavated dirt stockpiles and other cleared areas to develop the property).
- **Proposed Tree and Shrub Plantings:** Provide the area of trees and shrubs proposed to be planted on your site form (use Table 8-1.05 in Article 8 of the Zoning Ordinance, see link above) to determine the area of credit for the planting. If the planting is outside of the buffer, provide a planting plan and show the area, to scale, on your drawing. If the planting is within the buffer, submit a Buffer Management Plan (Simplified, Minor or Major – refer to Section 8-1.08.D.3.k, of the Zoning Ordinance, see link above).

- **Purpose:** “Forests are essential to maintaining ecological health in the Critical Area as they provide a host of environmental benefits. Perhaps most importantly they act as giant filters, preventing sediments, nutrients, and other pollutants from flowing into the Chesapeake Bay. They also provide habitat for various plants and animals. These two functions foster two of the three main goals of the Critical Area Act — improving water quality and conserving wildlife.” (Critical Area Commission).

**D. Lot Coverage:** This section will represent the amount of existing and proposed lot coverage.

| Lot/Parcel Size (in square feet) | Lot Coverage Limits                     |
|----------------------------------|---|
| 0 – 8,000                        | 25% of lot/parcel plus 500 square feet* |
| 8,001 – 21,780                   | 31.25% of lot/parcel*                   |
| 21,781 – 36,300                  | 5,445 square feet*                      |
| Greater than or equal to 36,301  | 15% of lot/parcel                       |

\*(i) the property owner shall perform mitigation as per Section 8-1.04.G.3 for the square feet of added lot coverage above 15 percent of the parcel, or  
 \*(ii) if paragraph (i) is not feasible, the property owner may pay a fee-in-lieu of performing the on-site mitigation equal to \$1.20 multiplied by the area in square feet of the new Lot Coverage that exceeds 15 percent of the lot/parcel. All fees-in-lieu collected under this Section will be placed in the Critical Area fees-in-lieu fund to support projects that improve water quality.

- **Definitions:** The percentage of a total lot or parcel that is: occupied by a structure, accessory structure, parking area, driveway, walkway, roadway; or covered with gravel, stone, shell, impermeable decking, pavers, permeable pavement or any manmade material except that it does not include a fence or wall that is less than one foot in width that has not been constructed with a solid footer, a walkway in the Buffer or expanded Buffer, including a stairway, that provides direct access to a community or private pier, a wood mulch pathway; a deck with gaps to allow water to pass freely, gravel or stone under a pervious deck not used for vehicular parking or storage, or stormwater management and erosion control measures when specifically designed and installed to perform stormwater management or erosion control functions.
  - Existing Coverage – measure and determine the size, in square feet, of the house, driveways and walkways (including gravel paths), patios, and any accessory structures. Do not include decks, or paths through the buffer.
  - Proposed New Coverage – include new coverage: roofs and other structures, as well as other covered areas – parking areas, walkways, patios and other gravel areas except gravel under decks that are not used for parking.
  - Provide the area of any lot coverage being removed.
  - Add the Existing Coverage and the Proposed New Coverage and provide the result in the “Total Existing + Proposed Lot Coverage.”
- E. Complete and Submit** the worksheet by including your property’s tax map location information (found on the internet at: [www.dat.state.md.us](http://www.dat.state.md.us)). Sign, date, and submit the Worksheet with your permit application along with a scaled drawing. Plats for new homes require a licensed surveyor or engineer certification.