



**Montgomery County
Department of Permitting Services**

255 Rockville Pike, 2nd Floor
Rockville, MD 20850-4166
Phone: 311 in Montgomery County or (240)777-0311
Fax: (240)777-6262
<http://www.montgomerycountymd.gov/permittingservices>



Site Plan Requirements for One Story Additions, Decks and Sheds

Required information to include in the site plan:

TWO (2) COPIES OF A SITE PLAN MUST SHOW THE FOLLOWING:

- Scale.
- Property lines.
- Location of streets.
- Existing and proposed structures properly identified, accurately located and dimensioned.
- Other existing and proposed site features, such as sidewalks, steps, porches, driveways, mechanical equipment.
- Location, height and area of all structures.
- Front, side and rear setbacks of all proposed structures.
- Plat number.
- Lot coverage (lot area covered by buildings).
- Location and identification of all easements.

In the R-60, R-90, R-150, R-200 zones, **Established Building Line information is required if proposing a new one-family dwelling** - a Md. licensed land surveyor or civil engineer **MUST** prepare this plan. **An established building line is not required for any addition, as amended by ZTA 08-11.**

In all zones a project will be reviewed as Standard Development if:

- The demolition is 50% or less of the existing floor area of all floors of the dwelling as of 04/28/09.

OR

- The floor area of the addition is 50% or less of the floor area of all floors of the existing dwelling as of 04/28/09.

Continued -

To determine project status (Standard or Infill Development), submit the following information:

- Total floor area of the existing dwelling; include basement or cellar, 1st floor, 2nd floor and ½ story level if applicable. (Include only the area of ½ story with headroom of 5' or Greater).
- Floor area(s) to be demolished.
- Total floor area added; include basement or cellar, 1st floor, 2nd floor and ½ story level if applicable. (Include only the area of ½ story with headroom of 5' or Greater).

Building permit applicant must complete and submit with permit application and plans

Existing floor area of main dwelling (as of 4/28/2009)	Basement or Cellar=	
	1st Floor =	
	2nd Floor =	
	½ Story (if applicable) =	
	Total floor area of existing =	
Demolish and reconstructed floor area (do not include additional floor area)	Basement or Cellar=	
	1st Floor =	
	2nd Floor =	
	½ Story (if applicable) =	
	Total floor area demolished =	
Additional floor area (do not include demolished floor area)	Basement =	
	1st Floor =	
	2nd Floor =	
	½ Story (if applicable) =	
	Total floor area added =	

IS THE

Total floor area demolished =	
--------------------------------------	--

OR THE

Total floor area added to the dwelling =	
---	--

MORE THAN 50% OF THE

Total floor area of the existing dwelling =	
--	--

IF YES,

THIS BUILDING PERMIT APPLICATION IS **INFILL DEVELOPMENT**:

YES g NO g

IF NO,

THIS BUILDING PERMIT APPLICATION IS **STANDARD DEVELOPMENT**:

YES g NO g