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## ZONING REVIEW/SITE PLAN REQUIREMENTS NEW SINGLE-FAMILY DWELLINGS, TWO STORY and SECOND STORY ADDITIONS

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**— this plan MUST be prepared by a Md. licensed land surveyor or civil engineer. **An established building line is not required for any addition, as amended by ZTA 08-11.**

In the R-40, R-60, R-90 and R-200 zones (if the lot area is less than 40,000 sq. ft.), the following information is required to determine BUILDING HEIGHT and MUST be prepared (drawings signed and sealed) by a Md. licensed land surveyor, civil engineer or architect and indicate the following:

- Existing topography or grades (pre-development grade) and proposed finished grades around the perimeter of the house and proposed addition. These grades must be above sea level elevations.
- Grade elevations (above sea level grades) at basement/cellar slab, first floor and at mean height between eaves and ridge of roof.

In all zones a project will be reviewed as an **addition** 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.

To verify the project is an **addition**, submit the following information:

- Total floor area of the existing dwelling, include basement or cellar, 1<sup>st</sup> floor, 2<sup>nd</sup> floor and ½ story level if applicable.
- Floor area(s) to be demolished.
- Total floor area added, include basement or cellar, 1<sup>st</sup> floor, 2<sup>nd</sup> floor and ½ story level if applicable.

See EXAMPLE next page-

EXAMPLE:

Existing floor area	Basement or Cellar=	
	1 <sup>st</sup> Floor =	
	2 <sup>nd</sup> Floor =	
	½ Story (if applicable) =	
	<b>Total floor area of existing =</b>	
Demolished floor area	Basement or Cellar=	
	1 <sup>st</sup> Floor =	
	2 <sup>nd</sup> Floor =	
	½ Story (if applicable) =	
	<b>Total floor area demolished =</b>	
Addition	Basement or Cellar=	
	1 <sup>st</sup> Floor =	
	2 <sup>nd</sup> Floor =	
	½ Story (if applicable) =	
	<b>Total floor area added =</b>	

IS THE

Total floor area demolished =	
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OR THE

Total floor area added =	
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IS EITHER NUMBER MORE THAN 50% OF

Total floor area of existing =	
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If **YES**, then you have a **new single-family dwelling** project for building permit application.  
 If **NO**, then you have an **addition** permit application.