



NOTICE OF CONSTRUCTION COMPLETION

Department of Planning & Growth Management
Codes, Permits & Inspection Services Division



To: Charles Soil Conservation District
Jurisdiction: Charles County, MD

Project Name:										
Address:										
Location: (provide directions)										
Property Owner/ Project Applicant:										
Address	Street:					State:				
	City:				State:			Zip:		
Phone:						Fax:				
Contact Name:						Contact Email:				
Design Consultant:										
Address	Street:					State:				
	City:				State:			Zip:		
Phone:						Fax:				
Responsible Design Professional:						Email:				

Project Information

NPDES Permit Number:				PGM Number:				SCD Number:															
Permit Approval Date:			Construction Completion Date:			As-Built: (yes/no)																	
Total Number of Structural BMPs:								Total Number of ESD or NS Devices:															
Total Project Area (acres):												Total Disturbed Area (acres):											
Total Impervious Area (acres):												Total Drainage Area (acres):											
Private Stormwater Easement Agreement:						Public Stormwater Easement Agreement:						Private SWM Easement Inspection & Maintenance Agreement:											
Date:						Date:						Date:											
Book:		Page:				Book:		Page:				Book:		Page:									
BMP / ESD Owner:																							
Address	Street:					State:																	
	City:				State:			Zip:															
Phone:						Fax:																	
BMP / ESD Owner Contact:						Email:																	
Post Office name (location of the project):												Development District: (yes/no)											
Tax Map:		Parcel:						Grid:															
ADC Map:								Land Use Code:															
State Watershed - Maryland 8 digit hydrologic unit code:																							

Individual Facility Information / SWM Inventory Update List		*MDE Designation	*BMP Class	Sequential Number	*Construction Purpose	BMP / ESD Contributing Drainage Area (acres)	Impervious Area (BMP impervious drainage area – (acres)	Post Development Runoff Curve Number	*On Site or Off Site	PE required (inches)	PE addressed (inches)	Water Quality Volume (WQV) (ac-ft)	378 Pond (y/n)	*Responsibility	*Jurisdiction
Include all Structural BMPs, Nonstructural BMPs, or ESD Practices Please use specified values found at the end of this form for fields marked with (*).															
SWM-	*BMP / ESD Type :														
Name of facility:															
Location of the Facility: (street address/location)						City:				Zip:		Notes:			
SWM-	*BMP / ESD Type :														
Name of facility:															
Location of the Facility: (street address/location)						City:				Zip:		Notes:			
SWM-	*BMP / ESD Type :														
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SWM-	*BMP / ESD Type :														
Name of facility:															
Location of the Facility: (street address/location)						City:				Zip:		Notes:			

GENERAL INSTRUCTIONS

1. This form must be completed by the professional responsible for the design.
2. This form should be filled-in and submitted in its original electronic format, as well as a paper copy.
3. To obtain an electronic copy of this form, please visit the Charles County website at the following link:
http://www.charlescountymd.gov/pgm/cpis/Notice_of_Construction_Completion_May_2016.pdf
4. Page 1 shall be completed for the Project.
5. Page 2 shall be fully filled-in and used to provide the technical data for each sequentially numbered facility (multiple copies of this page are to be used/inserted to provide a complete inventory list).

ADDITIONAL INSTRUCTIONS

1. Locate the structure/facility in the latest version of the ADC map for Charles County. The ADC coordinates should be written as the ADC Map version, map page number, column and row. For example: K04-A03.
2. Accurately describe the location of the structure / facility. Include “notes” as necessary.
3. All Page 2 fields must be appropriately filled-in with codes, etc. as included in the reference section.
4. PE values are to be reported in inches.

The responsible person completing this form will provide the following:			
Name:		Title:	
License Number:		Phone:	
Signature:			Date:
Seal & Certification:	For office use only:		

FIELD REFERENCES

Individual Facility - Field Values

Type: ESD BMP's

Code	Code Description	Code	Code Description
AGRE	Green Roof – Extensive	MSWW	Wet Swale
AGRI	Green Roof – Intensive	NDNR	Disconnection of Non-Rooftop Runoff
APRP	Permeable Pavements	NDRR	Disconnection of Rooftop Runoff
ARTF	Reinforced Turf	NSCA	Sheetflow to Conservation Areas
BRCT	Bio-Reactor Carbon Filter	ODSW	Dry Swale
DID	Disconnection of Illicit Discharges	PET	Pet Waste Management
EDU	Education	PMED	Micropool Extended Detention Pond
FBIO	Bioretention	PMPs	Multiple Pond System
FORG	Organic Filter (Peat Filter)	PPKT	Pocket Pond
FPER	Perimeter (Sand) Filter	PWED	Extended Detention Structure, Wet
FPRES	Floodplain Restoration	PWET	Retention Pond (Wet Pond)
FSND	Sand Filter	RBS	River Bank Stabilization
FUND	Underground Filter	SPSC	Step Pool Storm Conveyance
IBAS	Infiltration Basin	SUB	Sub-Soiling
ITRN	Infiltration Trench	TRA	Trash Removal
MENF	Enhanced Filters	UGS	Underground Storage
MIBR	Infiltration Berms	WEDW	Extended Detention - Wetland
MIDW	Dry Well	WPKT	Pocket Wetland
MILS	Landscape infiltration	WPWS	Wet Pond - Wetland
MMBR	Micro-Bioretention	WSHW	Shallow Marsh
MRNG	Rain Gardens	XDED	Extended Detention Structure, Dry
MRWH	Rainwater Harvesting	XDPD	Detention Structure (Dry Pond)
MSGW	Submerged Gravel Wetlands	XFLD	Flood Management Area
MSWB	Bio-Swale	XOGS	Oil Grit separator
MSWG	Grass Swale	OTH	Other

MDE Designation Codes:

Structural Practices:

Code	Code Description
P-1	Micropool extended detention pond (Figure 3.1)
P-2	Wet pond (Figure 3.2)
P-3	Wet extended detention pond (Figure 3.3)
P-4	Multiple pond system (Figure 3.4)
P-5	Pocket pond
W-1	Shallow wetland (Figure 3.6)
W-2	ED shallow wetland (Figure 3.7)
W-3	Pond/wetland system (Figure 3.8)
W-4	Pocket wetland (Figure 3.9)
I-1	Infiltration trench (Figure 3.10)
I-2	Infiltration basin (Figure 3.11)
A-1	Green Roofs
A-2	Permeable Pavements
A-3	Reinforced Turf

* Figures references can be found in the Maryland Stormwater Design Manual.

Nonstructural Practices include:

Code	Code Description
N-1	Disconnection of Rooftop Runoff
N-2	Disconnection of Non-Rooftop Runoff
N-3	Sheetflow to Conservation Areas

Supplement 1 - Micro-scale practice variants include:

Code	Code Description
M-1	Rainwater Harvesting
M-2	Submerged Gravel Wetlands
M-3	Landscape Infiltration
M-4	Infiltration Berms
M-5	Dry Wells
M-6	Micro-Bioretention
M-7	Rain Gardens
M-8	Swales
M-9	Enhanced Filters

BMP Class:

Code	Code Description
A	Alternative BMP
E	ESD
S	Structural BMP

Construction Purpose:

Code	Code Description
NRP	New Restoration Project
NEWD	New Development
CONV	Conversion of Existing BMP
REDE	Redevelopment Project

On Site or Off Site:

Code	Code Description
ON	On Site
OFF	Off Site

Responsibility:

Code	Code Description
PUBLIC	Public
PRIVATE	Private
VFD	Volunteer Fire Department
CCBOE	Charles County Board of Education

Jurisdiction:

Code	Code Description
CC	Charles County
ST	State
FED	Federal

Project Information – Field values

Land Use Codes:

Code	Code Description
10	Urban Built-up
11	Low Density Residential
12	Medium Density Residential
13	High Density Residential
14	Commercial
15	Industrial
16	Institutional
17	Extractive
18	Open Urban Land
20	Agriculture
21	Cropland
22	Pasture
23	Orchards/Vineyards/Horticulture
24	Feeding Operations
25	Row and Garden Crops
40	Forest
41	Deciduous Forest
42	Evergreen Forest
43	Mixed Forest
44	Brush
50	Water
60	Wetlands
70	Barren Land
71	Beaches
72	Bare Exposed Rock
73	Bare Ground
80	Transportation
191	Large Lot Subdivision (Agriculture)
192	Large Lot Subdivision (Forest)
241	Feeding Operations (except commercial fishing areas)
242	Agricultural Building

State Watershed - Maryland 8 digit hydrologic unit code:

Code	Code Description
02131101	Patuxent River lower
02140106	Wicomico River
02140107	Gilbert Swamp
02140108	Zekiah Swamp
02140109	Port Tobacco River
02140110	Nanjemoy Creek
02140111	Mattawoman Creek
02140101	Potomac River L tidal
02140102	Potomac River M tidal