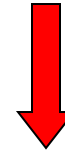




How to Search Public Records on the Citizens Self Service Portal for Code Case Activity

Step 1: Visit www.charlescountymd.gov/CSS

Step 2: Click on Search Public Records in the top right corner.



Home Directions & Forms Today's Inspections Apply Map Contact Us Fees & Charges Pay Invoices Search Public Records

SYSTEM MAINTENANCE

CSS maintenance is scheduled every Friday from 2-5 p.m.

During this time, no new applications can be submitted, however, your portal and current existing cases can be accessed and managed including uploading files and paying invoices.

Welcome to Charles County's Self Service Portal

Step 3: Select Code Case in the Search field.

Home Directions & Forms Today's Inspections Apply Map Contact Us Fees & Charges Pay Invoices Search Public Records

Public Information

Search All for Search public records with keywords or addresses Exact Phrase Search Reset

Step 4: Then click on advanced to add more information for your search.

Home Dashboard Directions & Forms My Work Today's Inspections Apply Map Contact Us Fees & Charges Invoices Search Public Records

Public Information

Search Code Case for Search public records with keywords or addresses Exact Phrase Search Advanced Reset



Charles County Department of Planning & Growth Management

Step 5: To do a general search the following fields should be completed:

1. Select the type of Code Case you want to search.
2. Select the status of the Code Cases you want to search.
 - a. In- Progress Status is for active Code Cases.
 - b. Closed Status means the case has been closed and is no longer active.
 - c. Escalated Status means the case has been referred to the County Attorney’s Office.
 - d. Hold Status means the case is on hold pending further information or action.
3. Select the date range you want to search for when a case was either opened or closed depending on the type of search you are performing.
4. Then click search.

Home Dashboard Directions & Forms My Work Today's Inspections Apply Map Contact Us Fees & Charges Pay Invoices Search Public Records

Public Information

Search Code Case Search Advanced Reset

Code Case Number

Code Case Type Building Code Violation

Status In Progress

Address Search Addresses

Opened Date 1/1/2023 To 12/31/2023

Closed Date

Parcel Number

Project Name

Step 6: Your results will appear and you can then sort the search based on different criteria.

Found 392 results

Sort Relevance

[Next](#) | [Top](#) | [Paging Options](#) | [Main Menu](#)

Code Case Number BCV-230016 Status In Progress

Type Building Code Violation Project Name

If you have additional questions, contact the Permits Office at 301-645-0692 or via email at PGMPermitsOffice@charlescountymd.gov.