

NOTICE

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Planning & Growth Management

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Charles County
Government

Department of
Planning & Growth
Management

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County
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Historic and/or Archaeological Resource Identification

This notice is to clarify applicant responsibilities in meeting Section 55 and Appendix A, 19b of the *Charles County Subdivision Regulations*. According to that section, all applicants for active and proposed Preliminary Plans of Subdivision and Final Plats of Subdivision, must identify all historic resources included on the National Register of Historic Places and the Maryland Inventory of Historic Properties, and all cemeteries, burial grounds, and archaeological resources on or adjacent to the subject property.

To meet this requirement, applicants are required to complete a preliminary archaeological assessment (Phase 1A) which will include records and historic documents research consistent with the *Standards and Guidelines for Archaeological Investigations in Maryland*. Please note that information on archaeological sites may only be available to qualified professional archaeologists. Information on obtaining data from the Maryland Historical Trust can be located at: <http://mht.maryland.gov/consultants.html>

In addition, the applicant is to provide an inventory of all existing structures, sites, and cemeteries on the property with information regarding the building type and age of each structure. Please provide photographs of these structures as well. Please note on the preliminary plan or plat if the existing structures are to remain or be removed.

In order to demonstrate that this requirement has been met, a findings report must be submitted to Community Planning Staff for review. The findings report shall include an archaeological assessment, an inventory of existing structures, sites, and cemeteries, copies of the Maryland Inventory of Historic Properties and National Register forms, and copies of any relevant correspondence. The findings report will be referred to the Historic Preservation Commission for review and comment per Article XXXI of the *Charles County Zoning Ordinance*.

Also in accordance with Section 55, the Applicant shall identify scenic and/or historic roads in or adjacent to the project area and identify scenic/historic qualities of designated roads (see Inventory of Scenic and Historic Roads in Appendix J of the Subdivision Regulations).

All information must be received by the Planning Division prior to approval of any Preliminary Plans or Final Plats by the Planning Commission.

"Those citizens with special needs, please contact Shelley Wagner, Charles County Department of Planning and Growth Management, Planning Division, voice phone number @ (301)645-0540 or Maryland Relay Service TDD 1-800-735-2258."