

GENERAL INFORMATION

This is presented only as a guide to your application process. More complete details may be found in Chapter 106 of the CODE OF THE TOWN OF OCEAN CITY, MD.

The Board meets at 2:00 p.m., the second Thursday of each month. Applications for **Minor Construction** (i.e., work within 6' of the mean high water) and fee of \$138.00 must be received 15 days prior to the meeting date. Applications for **Major Construction** (i.e., all other work) and FEE of \$287.00 must be received 28 days prior to the meeting date. Checks are to be made payable to The Town of Ocean City, and submitted with application.

A CONSTRUCTION PERMIT must be obtained once all other approvals (MDE/Army Corp of Engineers) have been received and submitted to the Construction Inspection Division prior to beginning construction. A joint application for the following agencies may also be picked up from this office for your convenience. Should you need to contact one of these agencies please find information below:

MDE, (MD Dept. of the Environment) Water Mgmt., Adm., Regulatory Services
Coordination Office, 1800 Washington Blvd, Baltimore, MD 21230
www.mde.state.md.us/wetlands

Phone 1-800-876-0200 or 410-537-3000

Army Corps of Engineers, the Baltimore District, POB 1715, Baltimore, MD 21203-1715
Phone 410-962-5690 nab.usace.army.mil

Applications must be accompanied by a site plan including the following:

1. A clear and legible scale—and North arrow.
2. Title block with the name of applicant and/or property owners, name of subdivision, lot(s) and block(s) numbers, address, scale, and date.
3. All properties with riparian rights within one hundred and fifty (150) lineal feet of the subject site, including existing structures within the waterways extending there from and streets.
4. Width of waterways or channels, mean high water (MWH) and mean low water (MLW) lines.
5. Dimensions of all docks, piers, "T" or "L" extensions, mooring piles and buoys, groins, jetties, rip rap, bulkheads, boat ramps, etc., within 150' of the navigation area—all referenced to the property lines and bulkhead face. And the height of bulkhead face from mud line to the top whaler—and the depth of water below MHW at the outward most point of the intended structure.
6. If the application indicates conditions beyond the scope of the existing construction standard of the board, the applicant must submit construction details certified by a registered professional engineer in the State of Maryland experienced in the related type of work.
7. In congested areas, corners, lagoon ends, etc., refer to the Code (106-36.2) as to the rules for developable waterway areas.

Incomplete or unclear drawings will be subject to refusal. **Nine (9) copies of drawings** must accompany all applications.