



Bureau of Environmental Health

8930 Stanford Boulevard, Columbia, MD 21045

Main: 410-313-2640 | Fax: 410-313-2648

TDD 410-313-2323 | Toll Free 1-866-313-6300

www.hchealth.org

Facebook: www.facebook.com/hocohealth

Twitter: HowardCoHealthDep

Maura J. Rossman, M.D., Health Officer

PLAN REQUIREMENTS FOR ONLINE POOL AND DECK BUILDING PERMIT APPLICATIONS

All online building permit applications must include a site plan. The site plan must be drawn to an appropriate scale (1:30 – 1:100) and/or include the distances from the proposed pool or deck to the septic reserve area, the septic tank, the well, and any alternate well locations. The site plan must also show the following:

- Identification of the property, road, street address if applicable, subdivision name, etc.
- Name address and telephone number of the owner, builder, and the person preparing the plan
- The location of the 10,000 square foot septic reserve area and alternate well sites or 1,500 square foot well box if designated on an existing percolation certification plan for the property
- The existing well and/or any proposed wells on the property and the existing septic system (i.e. septic tank, drywell, trenches)
- All existing and any proposed property lines
- Landscape features such as swales, ponds, streams, slopes greater than 25%, etc.
- All existing structures on the property (if necessary label structures to remain or to be removed)
- Location(s) of proposed pool or deck

It is important to consider setback distance requirements when planning the location of the proposed pool or deck and preparing the site plan. The distance, in feet, from the pool or deck to the septic tank, septic drainfield and distribution box, and the well must be shown on the plan.

SETBACK DISTANCE REQUIREMENTS

- Well to pool – 20 feet
- Well to deck – 10 feet
- Septic easement to pool – 20 feet
- Septic easement to deck (not on foundation) – 5 feet
- Septic tank to pool – 10 feet
- Septic tank to deck – 5 feet

In preparing the plan, it may be necessary to obtain copies of the Health Department file for the property. This file may contain information on the well and septic system such as an approved percolation certification plan or other site plans for previous building permits showing locations of the well and septic system. To access this information, a Public Information Act Request Form may be filled out and submitted to the Health Department.