

**RESOLUTION  
OF THE CITIZENS COMMITTEE  
OF THE VILLAGE OF DRUMMOND  
ADOPTING REGULATIONS  
GOVERNING BUILDING PERMITS**

**RESOLUTION**

**BE IT RESOLVED**, by the Citizens Committee of the Village of Drummond, that the following Regulation governing building permits is adopted and recommended to the Montgomery County Council for its approval.

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**WHEREAS**, the Village of Drummond and the First Addition to Drummond (hereafter collectively “The Village of Drummond” or “The Village”) is a Special Taxing District under the laws of the State of Maryland. The Maryland Code Annot., Article 26, Section 1;

**WHEREAS**, Montgomery County recognizes the Village of Drummond as a Special Taxing District located within the County. Montgomery County Code, Chapter 65-1;

**WHEREAS**, under the Charter granted by the State of Maryland establishing the Village of Drummond as a Special Taxing District, the Montgomery County Council “may, upon recommendation of the Drummond Citizen’s [sic] Committee, adopt such regulations with respect to...erection of buildings...and to provide penalties for the violation thereof” as the County Council “may deem proper, which regulations may be enforced by or through said Committee”. Acts of Maryland, 1916, CH. 22, §8; as codified in Montgomery County Code 1965, Section 65-9; and,

**WHEREAS**, a public hearing on regulating building permits was held by the Drummond Citizens Committee on November 19, 2005, after due notice to residents of the Village of Drummond;

**NOW, THEREFORE**, the Drummond Citizens Committee adopts the following regulations and requests approval by the Montgomery County Council:

**VILLAGE OF DRUMMOND**

**REGULATIONS**

**BUILDING PERMITS**

1. ***Building Permit Required.*** No building shall be erected within the Village of Drummond, nor any modification made in the exterior of any portion of a building

which requires a building permit from Montgomery County, until a building permit is approved and issued by the Village of Drummond.

2. **Approval.** An application for a building permit shall be submitted to the Drummond Citizens Committee (“Committee”) containing the following information. Additional information may be requested by the Committee. The Committee may prepare and require an application form. The Committee may require a reasonable fee to process the application, not to exceed \$100. An application may be denied for failure to provide the requested information.

The application shall include:

- a. The signature of the owner and/or his authorized agent;
- b. The street address, plat number and date of subdivision plat recordation of the lot upon which the proposed work is to be performed;
- c. The full name and address of each owner;
- d. A brief description of the work to be performed for which the building permit is requested;
- e. A copy of the building plans and all other documents submitted or anticipated to be submitted to Montgomery County as part of the application for building permit issued by Montgomery County; and,
- f. A certification by the applicant, that before submitting the application to the Committee, the applicant provided to each owner of adjoining and confronting property whose property is located within the Village of Drummond, and to the occupants of said property if the owners are not the occupants, a reasonable opportunity to inspect the plans that are the subject of the building permit application and notice of the anticipated date of the hearing before the Committee. The certification shall include an explanation of the steps taken to comply with these requirements and to identify those persons who have inspected the plans.

3. **Criteria for Issuance of Permit.** The Committee shall consider, in approving or disapproving an application, such factors as:

- a. Whether the application is complete and conforms to the requirements of this Regulation;
- b. Whether the proposed work complies with the provisions of Chapter 8 of the Montgomery County Code;
- c. Whether the proposed work complies with all applicable subdivision and zoning requirements;

d. Whether the proposed work complies with all other applicable Village of Drummond Regulations, County, State and Federal laws; and,

e. Whether the proposed work unduly and adversely affects the health, safety and general welfare of adjoining and confronting property owners, other Village of Drummond residents, the property of the Village of Drummond, or of its residents.

4. ***Permit Contingent on County Permit.*** The Village of Drummond Building Permit is effective and valid only for the identical work authorized by a valid Building Permit issued by Montgomery County and only for that time period for which the Montgomery County Permit is valid.

5. ***Liability for Damage to Village of Drummond Property.*** As a condition for the grant of a permit, the permit holder shall be liable for any damages to Village of Drummond property including rights of way, sidewalks, curbs, streets and green space. Permit holders shall be subject to the expense necessary to repair such damage as close to the original condition as possible. The Committee may, by contract or otherwise, cause any necessary repairs to be made, and the cost of such work and the damages resulting therefrom shall be charged against the permit holder or against the property and collected as a tax in a manner similar to other taxes.

6. ***Stop Work Order.*** Whenever the Chair of the Committee, or his or delegate, may determine that actions are being taken in violation of the provisions of this Regulation, he or she may order such work to be stopped immediately. A Stop Work Order shall be issued in writing and served upon the owner of the property or the owner's agent, or the person doing the work. It shall be unlawful for any person to continue to permit continuation of work in or about the property after having been served with a Stop Work Order. The permit holder may appeal such Order to the Committee, which, upon request, shall hold a hearing within fourteen (14) days.

7. ***Revocation of Building Permit.*** The Committee may revoke, after a hearing, a permit issued under this Regulation in the case of any false statements or misrepresentations of fact in the application or on the plans upon which the permit was based, or in the case of any violation of this Regulation or violation of any condition upon which the permit was issued.

8. ***Penalty for Violation of Regulation.*** Any person violating or failing to comply with this Regulation shall make or cause to be made such alterations or removals of work commenced or finished as may be necessary to remedy a condition that violates this Regulation, and if such remedy is not completed within thirty (30) days from the date of notification of violation, the Committee may by contract or otherwise, remove or demolish such structure or parts thereof that violate this Regulation, and the cost of such work and the damage resulting therefrom shall be charged against the property and collected as a tax in the matter similar to other taxes.

APPROVED:

Drummond Citizens Committee by a vote of 2 to 0 on November 21, 2005.

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Secretary