



CHARLES SOIL CONSERVATION DISTRICT

Organized 1941

4200 Gardiner Road
Waldorf, MD 20601
(301) 638-3028

MEMORANDUM

TO: Engineers, Consultants, Cooperators, Foresters and Partners

FROM: Luis Dieguez, District Manager

DATE: August 23, 2024

SUBJECT: Electronic Plan Submission Process

The Charles Soil Conservation District (District) review process requires that all erosion and sediment control plans, as well as subsequent revised plan resubmittals, be sent to the District in a digital format. Please send all plan submittals to the following email address:

submit@CharlesSCD.com

Please include all documents as required in Charles SCD Plan Submittal Guidelines
- SCD Transmittal, Fee Schedule, Plans, and Reports

Please include the assigned SED # in the subject line for reference.

Please submit payment of the required review fee by check to:

Charles Soil Conservation District
(Charles SCD)
4200 Gardiner Road
Waldorf, MD 20646

NOTE: Building permit plans and plans for ESD STEP 1 CONCEPT review and ESD STEP 2 SITE review are submitted to the Charles County Government and NOT the Charles Soil Conservation District.

If you have any questions or need any assistance please contact our office.