



Department of Permitting Services
 255 Rockville Pike, 2nd Floor
 Rockville, MD 20850-4166
 Phone: 311 in Montgomery County or (240) 777-0311
 Fax (240)-777-6262
<http://www.montgomerycountymd.gov/permittingservices>



NOTICE OF REQUIRED RESIDENTIAL BUILDING INSPECTIONS

The following BUILDING INSPECTION(S) must be performed for all issued building permits.

You must arrange for the inspection(s) according to the procedures specified below. If you have questions regarding this procedure please call 311 between the hours of 7:30 A.M. – 4:00 P.M. Monday to Friday. If you have job specific questions during construction please call the inspector assigned to the area in which the project is located.

You should request your inspection at least 24 hours prior to the date the inspection is needed. To schedule inspections, except partial inspections, call 311. Inspection requests must include the street address, permit number, and the type of inspection needed. Inspection requests made before 12 noon will be scheduled for the next working day, requests made after 12:00 noon will be scheduled within two working days. A specific time for an inspection cannot be given at the time that the inspection is scheduled.

The permit shall be kept on the site during the entire time the work is in progress and until its completion. If house numbers are not shown on the house or structure, the address must be posted in a visible location from the main road or entrance and must be displayed in large four-inch letters on a temporary card. FOR ALL INSPECTIONS, A SET OF APPROVED PLANS STAMPED BY MONTGOMERY COUNTY MUST BE ON THE JOB SITE FOR INSPECTOR'S REVIEW.

BEFORE YOU DIG call MISS UTILITY 1-800-257-7777 (2 day notice is required). Please note that the Maryland High Voltage Line Act prohibits any person or object from getting closer than 10 feet from high voltage power lines.

The following INSPECTIONS are required for your building permit number _____

- 555 SIGN – The sign must be posted on the property within 3 days after the permit issuance date and must remain posted on the property for 30 days. The sign must be located on the side of the lot/parcel, which provides principal access to the street or right-of-the-way. It must be conspicuously posted not more than 5 feet from the front property line and mounted at least 30 inches, but not more than 60 inches, above the ground. NO BUILDING INSPECTION WILL BE PERFORMED PRIOR TO THE APPROVAL OF THIS INSPECTION.
- 001⁽¹⁾ FOOTINGS –Conducted prior to concrete placement and after excavation for wall footings, retaining wall footing (sometimes), column/pier footings, or thickened slabs have been completed; after grade stakes, reinforcing steel, concrete-encased electrode (for new homes) are in place; and after sediment control measures are installed according to the approved sediment control plans.
- 402 REBAR, DEADMAN, GEOGRID PLACEMENT – Conducted prior to pouring/backfilling retaining walls.
- 002⁽¹⁾ FOUNDATION/PARGING OR BACKFILL – Conducted after walls have been waterproofed and exterior foundation drainage system has been installed. Insulation, if used, shall be in place and protected as required. If interior drain tiles are to be used, weep holes (2 in. minimum diameter, 6 feet on center) must be installed. A second inspection may be required prior to backfilling the interior drainage system.
- 011⁽¹⁾ CONCRETE SLAB-ON-GROUND FLOOR – After the installation of the slab base, vapor retarder, slab edge insulation, and a minimum 3 in. schedule 40 PVC, or equivalent gas tight pipe inserted into a 3 in. tee embedded into the slab base for the venting of RADON GAS and labeled adequately. Where the sump crock is to be used for the venting of RADON GAS, it must be in place at the time of the inspection. Additions to an existing building that has the final inspection older than a year does not require a radon control system.
- 003⁽²⁾ Wall Check (House Location Survey) – Required at foundation completion prior to framing installation. This inspection is not performed by a county inspector. A wall check will not be accepted unless the permit number and premise address identify it.
- 006 MASONRY FIREPLACE/CHIMNEY – Conducted after the chimney/fireplace and the first flue liner has been installed.

- 042 WALL BRACING – Conducted prior to installation of weather-resistive barrier (house wrap).
- 004 FRAMING (CLOSE-IN) – Conducted after the completion of all framing, air sealing, rough wiring, fire sprinkler system installation and testing⁽⁴⁾, plumbing and mechanical distribution systems (as required) but prior to installing exterior finish, insulation and drywall. Roof is to be completed and weatherproof. The exterior finish is not to be installed until framing (close-in) has been approved. When plumbing work is part of the construction, a Washington Suburban Sanitary Commission (WSSC) plumbing inspection must be approved before requesting a framing inspection. WHEN FLOOR FRAMING IS LESS THAN 36 IN. ABOVE THE SURFACE BELOW, A FRAMING INSPECTION MUST BE REQUESTED PRIOR TO INSTALLATION OF ANY FLOOR MATERIALS.
- 041⁽³⁾
- 043 INSULATION – Conducted after the FRAMING (close-in) inspection has been approved.
- 012 SWIMMING POOL BONDING – Conducted when the pool has been formed with the rebar installed and bonded prior to placement of concrete or backfill. During construction pool excavations must be completely enclosed by a 42 in. high safety fence AT ALL TIMES when work is not being performed in the pool.
- 251 FINAL – Conducted after building (or portion thereof) is completed and ready for occupancy. Before requesting the final inspection, the fire sprinkler system must be approved⁽⁵⁾, all conditions of well and septic permits, if any, must be satisfied and WSSC approved final inspection for plumbing/gas installations must be obtained. The address numbers must be displayed in accordance with the requirements of the fire code. If an owner refuses access within a reasonable time after the house is completed, the building official may close the permit file, but this action will not relieve the owner from any obligation to comply with applicable building codes. For new construction, to allow the purchaser to go to settlement before the final inspection is completed, the home owner must provide a signed copy of the Final Inspection Waiver to the Department of Permitting Services. However, the final inspection must be requested and approved before building (or portion thereof) is used and occupied.

REINSPECTION FEE – A \$121.00 re-inspection fee will be required after a building, electrical or mechanical inspection has been disapproved twice. A 50% of fire sprinkler inspection fee will be required after a fire sprinkler system inspection has been disapproved once. To alert you of the re-inspection fee the inspector will leave a disapproval sticker indicating a fee is due and outlining the payment procedure. This fee must be paid prior to requesting any future inspections. Inspections which cannot be performed because the inspector cannot gain access to the construction, or where work is incomplete, will be considered disapproved, counting toward the two allowed disapprovals. To avoid re-inspection fees, footing, parging and slab inspections not ready due to weather conditions, may be cancelled by phone or upon the inspector's arrival up to 8:30 a.m. on the scheduled day. All other inspections must be cancelled prior to inspector's arrival on the job site. To cancel an inspection call 311 and provide the permit number, address and type of inspection.

PARTIAL INSPECTION – Conducted upon request. A \$121.00 fee must be paid, at the DPS office, when scheduling this inspection.

FRAMING (CLOSE-IN) and FINAL building inspections must be requested at the same time with electrical and mechanical inspections under the relevant Electrical and Mechanical Permits, if any of these permits is required. If all inspections are not properly requested, the inspector will disapprove the scheduled inspections.

For more information on scheduling inspections, please review the [Residential Inspections Timing Checklist](#).

- (1) A licensed design professional enrolled in the Montgomery County Inspectors Certification Program may carry out the inspection
- (2) Owner must have a house location survey prepared and certified by a Maryland Registered Land Surveyor or a Registered Professional Engineer (where the property lines and corners are already existing and determined on the ground) and must furnish a copy to the Zoning Enforcement Section for approval before any further inspections may be scheduled. For questions about wall checks please call 311.
- (3) For construction of new single-family dwellings and townhouses only.
- (4) Inspections must be arranged through the Department of Fire and Rescue Services, 240-777-2457, between 8:00 a.m. and 4:00 p.m., Monday-Friday. A hydro test must be approved prior to scheduling the framing (close-in) inspection.
- (5) The final sprinkler inspection must be approved prior to scheduling the final building inspection.



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Notice of Required Residential DECK Inspections

The following DECK INSPECTION(S) must be performed for all issued deck permits.

You must arrange for your inspection(s) according to the procedures specified below. If you have questions regarding this procedure please call 311 between the hours of 7:30 A.M. – 4:00 P.M. Monday to Friday. If you have job specific questions during construction please call the inspector assigned to the area in which the project is located.

You should request your inspection at least 24 hours prior to the date the inspection is needed. To schedule inspections, except partial inspections, call 311. Inspection requests must include the street address, permit number, and the type of inspection needed. Inspection requests made before 12 noon will be scheduled for the next working day, requests made after 12:00 noon will be scheduled within two working days. *A specific time for an inspection cannot be given at the time the inspection is scheduled.*

The permit shall be kept on the site during the entire time the work is in progress and until its completion. If house numbers are not shown on the house or structure, the address must be posted in a visible location from the main road or entrance and must be displayed in large four-inch letters on a temporary card. **FOR ALL INSPECTIONS, A SET OF APPROVED PLANS STAMPED BY MONTGOMERY COUNTY MUST BE ON THE JOB SITE FOR INSPECTOR'S REVIEW.**

BEFORE YOU DIG call **MISS UTILITY 1-800-257-7777** (2 day notice is required). Please note that the Maryland High Voltage Line Act prohibits any person or object from getting closer than 10 feet from high voltage power lines.

The following INSPECTIONS are required for your building permit number _____

- 001⁽¹⁾ FOOTING – Conducted prior to concrete placement and after excavation for column/pier footings, or thickened slabs have been completed; and after grade stakes, reinforcing steel.
- 004 FRAMING – Conducted after the completion of all framing, and rough wiring, if required. When floor framing is less than 36 in. above the surface below, a framing inspection must be requested prior to installation of any DECKING materials.
- 251 FINAL – Conducted after the deck (or portion thereof) is completed and ready for occupancy. Before requesting the final inspection, all conditions of well and septic permits, if any, must be satisfied. The address numbers must be displayed in accordance with the requirements of the fire code. The final inspection must be requested and approved before the deck (or portion thereof) is used and occupied.

REINSPECTION FEE – A \$121.00 re-inspection fee will be required after a building or electrical inspection has been disapproved twice. To alert you of the re-inspection fee the inspector will leave a disapproval sticker indicating a fee is due and outlining the payment procedure. This fee must be paid prior to requesting any future inspections. Inspections which cannot be performed because the inspector cannot gain access to the construction, or where work is incomplete, will be considered disapproved, counting toward the two allowed disapprovals. To avoid re-inspection fees, footing, parging and slab inspections not ready due to weather conditions, may be cancelled by phone or upon the inspector's arrival up to 8:30 a.m. on the scheduled day. All other inspections must be cancelled prior to inspector's arrival on the job site. To cancel an inspection call 311 and provide the permit number, address and type of inspection.

PARTIAL INSPECTION – Conducted upon request. A \$121.00 fee must be paid, at the DPS office, when scheduling this inspection.

FRAMING and FINAL deck inspections must be requested at the same time with electrical inspection under the relevant Electrical Permit, if any is required. If all inspections are not properly requested, the inspector will disapprove the scheduled inspections.

For more information on scheduling inspections, click [here](#).

⁽¹⁾ A licensed design professional enrolled in the Montgomery County Inspectors Certification Program may carry out the inspection.