



DEPARTMENT OF PERMITTING SERVICES
DIVISION OF FIRE PREVENTION AND CODE COMPLIANCE

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County Executive

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Permits required by the Montgomery County Fire Marshal.

On July 30th, 2013 the Montgomery County Council approved a local regulation that allows the Montgomery County Fire Marshal to issue permits. These permits fall into four broad categories, **Operational** Permits, **General** Permits, **Miscellaneous** Permits and **License** Permits.

Operational Permit- An Operational permit is issued for all fire protection systems in any business, school, multi-family building, health care facility, place of worship, or other commercial building or occupancy. Examples of a fire protection system would include, fire sprinkler, fire alarm, private hydrant, standpipe, fire pump, emergency generator, (only those generators that provide secondary power to a fire protection system or emergency lights), Kitchen suppression systems, or any special hazard like CO2 or Clean Agent. Operational permits are renewed annually. Operational permits must also be renewed whenever a Use and Occupancy is issued by the Department of Permitting Services, or whenever the owner or lessee of the building or tenant space changes. The cost is \$50.00 per fire protection system.

An Operational Permit issued by the Fire Marshal is not required to install, modify, delete, or change in any way a fire protection system. You would however, need to obtain a Fire Protection System Permit. These permits are issued by the Department of Permitting Services. Use the below link to get you started.

<http://permittingervices.montgomerycountymd.gov/dpstmpl.asp?url=/permitting/bc/buildingconstruction.asp>

General Permit- A General permit is issued to an address to approve Amusement and Entertainment events, Flammable and Combustible liquids and gases use and storage, Flammable and Combustible solids use and storage, Hot Work, Motor Vehicle Repair and Storage, and others. The fee for a General permit is \$70.00. General Permits may need to be renewed annually or they may be issued with an end date. An example of a General permit to be renewed annually is one issued to a Gas Station. An example of a General Permit having an end date would be one issued "To place and operate a Tar Kettle." The inspection and 1 reinspection are provided without a charge.

Within the General Permit category, there is a permit known as a "Special Event Permit." A **Special Event** Permit is required if you choose to conduct or operate any scary house, crop maze, carnival, fair, exhibit, trade show, concert or other public event that presents an unusual life safety or Fire Hazard.



255 Rockville Pike, 2nd Floor, Rockville, Maryland 20850 | 240-777-2457
www.montgomerycountymd.gov/permittingervices

If you are having an event that meets these criteria please go to http://permittingservices.montgomerycountymd.gov/DPS/fcc/frmSpecial_Event.aspx

and complete a Special Event permit application. Once completed, you will be contacted by a supervisor from the Office of Fire Marshal for follow up.

Fire Code Compliance Permit- A Fire Code Compliance Permit will be issued for all businesses, schools, multi-family buildings, health care facilities, places of worship, and all other commercial buildings or occupancies. The cost is \$25.00. This type of permit is renewed annually. Fire Code Compliance permits must also be renewed whenever a Use and Occupancy is issued by the Department of Permitting Services, or whenever the owner or lesee of the building or tenant space changes. Examples of when a Fire Code Compliance Permit is applicable would include,

- 1) A business inside a suite or room within a high rise office building.
- 2) A stand alone business without any fire protection systems. (Like a bank or a funeral home.)
- 3) A coffee shop, cleaners, or other type of business inside a grocery store.

A Fire Code Compliance Permit issued by the Fire Marshal will not be generated until a Fire/Life Safety inspection has been conducted and passed by a fire Inspector. The inspection and 1 reinspection are provided without charge.

License Permits- A License permit is required by the Fire Marshal when another agency requires our services to gain approval. Some examples of another agency would include,

1. Department of Health and Human Services.(For Group homes)
2. Office of Child Care. (For Family Day Care, Group Family Day Care and Day Care Centers.)
3. Maryland State Police.(For Vehicle inspection facilities)
4. Maryland State Department of Education. (For Private Schools)
5. D.L.L.R- (For Migratory Camps, summer camps)

License permits require an inspection be completed and passed prior to the issuance of a License Permit.

It is the goal of the Fire Marshal to have every address (with the exception of a single family home not used for a business) captured in a Fire Prevention database. This database will serve the Fire Marshal well if an emergency ever occurs at a business address in Montgomery County. The Fire Marshal is hopeful that this permit plan will keep Montgomery County safe to work in, shop in, and live in.

If you have any additional questions please email Rick Merck, Fire Marshal. rick.merck@montgomerycountymd.gov.



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