



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



Green Building Permit Submittal Guideline

USGBC Registration	DPS Registration	OTHER Registration
PRIOR to Submission of Permit Application		
		Completed GB modification request form
		Pay GB modification hearing fee
		Schedule GB modification hearing

Applicant **MUST** submit **AT TIME** of Permit Application

Proof of Registration	Completed Green Building Registration Application (including Concept plan checklist)	Proof of Registration with other agency
Completed Commercial application packet	Pay application GB registration filing fee	Completed Commercial application packet
	Completed Commercial application packet	

BEFORE Commercial building permit can be issued

Provide Proof of Concept approval by USGBC	Concept plan is approved by DPS staff	GB code modification is approved
All plan reviews are completed and all fees are paid	<ul style="list-style-type: none"> All plan reviews are completed and all fees are paid. Schedule GB Concept plan meeting 	Schedule GB Concept plan meeting
Invitation from USGBC to: mark.nauman@montgomerycountymd.gov to join project team.		Concept plan is approved by DPS staff
		All plan reviews are completed and all fees are paid