



**Montgomery County
Department of Permitting Services**

2425 Reedie Drive, 7th Floor
Wheaton, MD 20902
Phone: 311 in Montgomery County or (240) 777-0311



Structural Submittal Requirements for Demolition and Relocation

Required Documents

Where the existing structures are subjected to complete demolition or the existing structure is relocated/moved to another location, following structural drawings and/or document submittals shall be included as a minimum.

Demolition of Existing Structure

Construction documents and a schedule of demolition shall be submitted where required by the building official.

Where such information is required, work shall not be done until such construction documents or schedule, or both, are approved (IBC 2018, Section 3303.1).

The structural demolition work shall be designed by a specialty engineer registered in the state of Maryland. A signed and sealed copy of the demolition work and shoring of the existing structure, reviewed and approved by the structural engineer of record, shall be kept at the site at all times for the inspector to review.

Where special conditions exist, the building official is authorized to require additional construction documents to be prepared by a registered design professional (IBC 2018, Section 107.1).

Move/Relocation of Existing Structure

The following signed and sealed documents shall be submitted by a structural engineer of record registered in the state of Maryland:

1. Geotechnical report for new location.
2. Structural notes providing applicable codes and standards, assumed design live, dead, snow and all other applicable loads, material grades and/or properties for all applicable materials for the proposed work. Notes shall include all other limitations specified by SER.
3. Foundation plan and applicable sections. All proposed foundation top or bottom elevations shall be shown on plan. Plan notes shall be provided.

Drawings to be submitted for the scope of work shall meet the requirements listed under "[Commercial Submittal Guidelines for Non-Fast Track Permits](#)".