



**Montgomery County
Department of Permitting Services**

255 Rockville Pike, 2nd Floor

Rockville, MD 20850-4166

Phone: 311 in Montgomery County or (240)777-0311

<http://www.montgomerycountymd.gov/permittingservices>



COMMERCIAL BUILDING WALK THROUGH PERMIT REVISIONS PLAN SUBMITTAL REQUIREMENTS

Plan revisions must be submitted with the original set of approved plans, complete with all approval stamps and plan review comments, or a copy of original set with all approval stamps and plan review comments. This set of original approved plans is for reference only and will be returned to the applicant.

- The applicant is required to submit two (2) sets of the revised sheets (ONLY the revised sheets) with original seal and signature of the applicable design professional.
- The revised sheets shall clearly distinguish the changes from the original approved plans by a revised scope of work note; specific to each sheet, located on each sheet.
- Applicants are encouraged to provide a written narrative, and to use clouds and/or numbered triangles to indicate the revision number.