



DPS

**Montgomery County
Department of Permitting Services**

Phone: 311 in Montgomery County or (240) 777-0311
www.montgomerycountymd.gov/dps



Hard Copy (Paper) Submissions

- Record Plat
- Sign Variance
- Impact Taxes
 - Not using ACH
- Checks
 - Checks if not yet available for online payment
 - Check processing (customers refusing to pay online)
- Cash Bond
- Performance Bonds/LOC's/COG **MUST HAVE ORIGINALS** (at Intake and at permit closure)
- Legal Documents (easements, Maintenance and Liability Agreements, etc., **MUST HAVE ORIGINALS**)
- **CERTIFICATIONS** (Property Corner Markers, Property Owner Certifications (SWM))

Hard Copy Mailed Out

- Yellow Signs