

**DPS**Montgomery County
Department of Permitting Services2425 Reedie Dr 7th Floor

Wheaton, MD 20902

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

montgomerycountymd.gov/dps

**Well and Septic Building Permit Guidelines for Additions/Improvements
'Habitable Space Worksheet'**

Habitable Space – According to COMCOR Chapter 27A habitable space is defined as “any room meeting the requirements in the Building Officials Conference of America Code as approved by the Montgomery County Council for sleeping, living, cooking or dining purposes, excluding such places as closets, pantries, bath or toilet rooms, hallways, laundries, storage spaces, utility rooms and similar spaces, and excluding rooms which are not heated.” COMOR allows an addition less than 25 percent of the habitable square footage of the existing structure. The addition is a one-time allowance and not considered cumulative across multiple improvements.

Calculations for property located at: _____

Property owner/Contact: _____ *E-mail:* _____

EXISTING (ORIGINAL) FLOORPLAN		PROPOSED FLOORPLAN	
ROOM	SQUARE FOOTAGE	ROOM	SQUARE FOOTAGE
Living room		Living room	
Family room		Family room	
Kitchen		Kitchen	
Bedroom #1		Bedroom #1	
Bedroom #2		Bedroom #2	
Bedroom #3		Bedroom #3	
Bedroom #4		Bedroom #4	
Bedroom #5		Bedroom #5	
Bedroom #6		Bedroom #6	
Office/den/study		Office/den/study	
Other:		Other:	
Other:		Other:	
EXISTING TOTAL:		PROPOSED TOTAL:	

COMMENTS: _____

Office use onlyAcceptable ☐Not Acceptable ☐Pre-Review Yes ☐ No ☐

Building Permit #: _____

Reviewer: _____