



**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/dps>



### Residential Addition Building Inspections

Inspection Sequence		Prior to Inspection Request		Performed by		Inspection approval required prior to
Type	Code	Work to be Completed	Approved Inspections	DPS	Others	
Sign <sup>(1)</sup>	555	1. Sign of Public Notification of Construction shall be posted within 3 days of permit issue.		Yes		• Approval must be granted before any other inspection can be scheduled
Drainage Preconstruction, if required <sup>(2)</sup>	172	1. Contact sediment control/stormwater inspector		Yes		• Beginning work
Footings	001	1. Excavation for wall footings, retaining wall footing (sometimes), column/pier footings, or thickened slabs completed 2. Grade stakes, reinforcing steel 3. Sediment control measures installed per the approved sediment control plans	• 555, 172  Before you dig call MISS UTILITY 800-257-7777 (2-day notice required)	Yes	• Licensed Design Professional <sup>(3)</sup>	• Placing concrete
Foundation/Parging or Backfill	002	• Walls waterproofed • Exterior foundation drainage system installed • If interior drain tiles are to be used, weep holes (2 in. minimum diameter, 6 feet on center) installed • Walls strong enough or braced	• 001	Yes	• Licensed Design Professional <sup>(3)</sup>	• Backfilling
WSSC Ground Works <sup>(4)</sup> , if required	WSSC#1	1. Consult your WSSC inspector or go to <a href="http://wsscwater.com">wsscwater.com</a>			• WSSC	• Placing concrete
Concrete slab-on-ground floor	011	1. Sewer and water pipes installed, and approved inspection by WSSC.	• 001	Yes	• WSSC	• Placing concrete

		<ol style="list-style-type: none"> <li>2. Installation of slab base, vapor retarder, slab edge insulation, ductwork (if utilized)</li> <li>3. A minimum 3 in. schedule 40 PVC, or equivalent gas tight pipe inserted into a 3-in. tee embedded into the slab base for the venting of radon gas and labeled adequately</li> <li>4. Installed sump crock, if necessary for the venting of radon gas</li> </ol>	<ul style="list-style-type: none"> <li>• WSSC#1 (green sticker)</li> </ul>		<ul style="list-style-type: none"> <li>• Licensed Design Professional<sup>(3)</sup></li> </ul>	
Masonry Fireplace/Chimney, if required	006	<ol style="list-style-type: none"> <li>1. Chimney/fireplace and the first flue liner installed</li> </ol>	<ul style="list-style-type: none"> <li>• 001</li> </ul>	Yes		<ul style="list-style-type: none"> <li>• Installing additional liners</li> <li>• Framing (close-in) inspection</li> </ul>
Wall Bracing	042	<ol style="list-style-type: none"> <li>1. Minimum first floor interior and exterior braced wall panels in place (one side of interior walls)</li> </ol>	<ul style="list-style-type: none"> <li>• 001, 002, 011, 006</li> </ul>	Yes		<ul style="list-style-type: none"> <li>• Framing (close-in)</li> <li>• Installation of siding</li> <li>• Insulation</li> <li>• Installation of house wrap</li> <li>• Installation of doors and windows</li> </ul>
WSSC Plumbing/Gas rough-in <sup>(4)</sup> , if required	WSSC#2	<ol style="list-style-type: none"> <li>1. Consult your WSSC inspector or go to <a href="http://wsscwater.com">wsscwater.com</a></li> </ol>			<ul style="list-style-type: none"> <li>• WSSC</li> </ul>	<ul style="list-style-type: none"> <li>• Installing insulation and drywall</li> <li>• Framing (close-in) inspection</li> </ul>
Sprinkler Hydro <sup>(5)</sup>	280	<ol style="list-style-type: none"> <li>1. Sprinkler system and all related components installed</li> </ol>	<ul style="list-style-type: none"> <li>• 42</li> </ul>	Yes, Fire Protection Inspector		<ul style="list-style-type: none"> <li>• Installing insulation and drywall</li> <li>• Framing (close-in) inspection</li> </ul>
Framing (close-in) <sup>(6)(7)</sup>	004	<ol style="list-style-type: none"> <li>1. All framing installed</li> <li>2. Roof and components installed</li> <li>3. All stairs in place</li> <li>4. Fire stopping and draft stopping installed</li> <li>5. Air sealing of building thermal envelope</li> <li>6. Exterior sheathing, and house wrap installed (no exterior finishes)</li> <li>7. Windows, doors installed and flashed</li> <li>8. All trade penetrations of the exterior wall are made, and air sealed.</li> </ol>	<ul style="list-style-type: none"> <li>• 042</li> <li>• WSSC#2 (yellow sticker)</li> <li>• 280</li> </ul>	Yes		<ul style="list-style-type: none"> <li>• Installation of insulation</li> <li>• Installation of outlets, switches, fixtures, appliances</li> <li>• Installation of exterior finish</li> </ul>

Insulation, if required	043	1. Duct pressure testing <sup>(8)</sup> if performed at rough-in 2. Framing (close-in) approval	<ul style="list-style-type: none"> <li>• 004</li> <li>• Mechanical 008</li> <li>• Electrical 104</li> </ul>	Yes	Third party <sup>(8)</sup>	• Final inspection
Drainage Maintenance <sup>(2)</sup> , if required	173	1. Contact sediment control/stormwater inspector minimum 48 hours prior to beginning of the drainage features	<ul style="list-style-type: none"> <li>• 555, 172</li> </ul>	Yes		
Drainage Final <sup>(2)</sup> , if required	174	1. Contact sediment control/stormwater inspector for final inspection of the installed features and delivery of the required certification of completion	<ul style="list-style-type: none"> <li>• All inspections except Final</li> </ul>	Yes		• Final Inspection and occupancy
WSSC Plumbing/Gas Final <sup>(4)</sup>	WSSC#3	1. All plumbing and gas including water, sewer and meter installations where applicable completed. 2. Consult your WSSC inspector or go to wsscwater.com			• WSSC	• Final Inspection and occupancy
Sprinkler Final <sup>(5)</sup>	281	1. Sprinkler system installation complete. This includes all piping, valves, gauges, signs, escutcheon plates, etc.	<ul style="list-style-type: none"> <li>• 043</li> </ul>	Yes, Fire Protection Inspector		• Final Inspection and occupancy
Final <sup>(9)</sup>	251	1. All attic, basement, crawl space, insulation installed 2. All exterior finishes are complete (siding, soffits, fascia, trim, flashing, gutters, downspouts) & sealed 3. Street address attached to the building 4. All smoke detectors in working condition 5. Final grading complete, and sloping away from the foundation. 6. Duct pressure test <sup>(8)</sup> results if performed post-construction - give to inspector	<ul style="list-style-type: none"> <li>• 043</li> <li>• Electrical 102</li> <li>• WSSC#3 (light blue sticker)</li> <li>• 174</li> <li>• 281</li> </ul>	Yes	• Third Party <sup>(8)</sup>	<ul style="list-style-type: none"> <li>• Using or occupying building or structure</li> <li>• Using plumbing, gas, mechanical systems</li> </ul>

(1) Public Notice of permits affecting certain residential properties. *Sign* of Public Notification of Construction (when required) shall be posted within 3 days of permit issue. The *sign* posting shall be verified by inspection prior to the start of construction. *Sign* inspection approvals must be granted before any other inspection can be scheduled.

(2) Required if lot size is 15,000 square feet with no sediment control permit or smaller and addition footprint greater than 400 square feet

(3) [DPS Residential Special Inspectors](#) lists Maryland registered professional engineers & architects approved for this type of inspection

- (4) Washington Suburban Sanitary Commission (WSSC) provides permits and performs inspections on plumbing and natural gas piping and appliance installation. Montgomery County inspectors will not conduct a close-in inspection, or final inspection without an approved WSSC rough-in inspection, or final inspection. Scheduling of and approval of required inspections is the responsibility of the WSSC Licensed Master of Record
- (5) DPS issue a separate permit for fire sprinkler installation
- (6) When floor framing is less than 36 in. above the surface below, a framing inspection must be requested prior to installation of any floor materials.
- (7) The framing -004, rough wiring -104, and mechanical inspections - 008 must be requested at the same time and after the approved the fire sprinkler hydro test
- (8) A duct pressure test is required when any part of newly installed duct work or air handlers are located outside of the building thermal envelope. The test can be performed at the rough-in or postconstruction phase. Test to be performed by MD State licensed HVAC contractor, State Licensed Mechanical Engineer, or owner. Provide test results to Inspector during the framing/close-in inspection or at the insulation inspection if the test is performed during the rough-in phase or, at the final inspection if the test is performed in the postconstruction phase.
- (9) The final mechanical and electrical inspection must be requested with the final building inspection after approved final sprinkler inspection. Conducted after the building is completed and ready for occupancy.

If an owner refuses access within a reasonable time after the house is completed, the building official may close the permit file, but this action will not relieve the owner of any obligation to comply with applicable building codes.