



**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 Alterations Building Inspections

Building Inspection Sequence		Prior to Inspection Request		Performed by		Inspection approval required prior to
Type	Code	Work to be Completed	Approved Inspections	DPS	Others	
Footings, if required	001	<ol style="list-style-type: none"> Excavation for wall footings, column/pier footings, or thickened slabs completed Grade stakes, reinforcing steel 		Yes	<ul style="list-style-type: none"> Licensed Design Professional⁽¹⁾ 	<ul style="list-style-type: none"> Placing concrete
Foundation/Parging or Backfill, if required	002	<ol style="list-style-type: none"> 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⁽³⁾ Walls strong enough or braced 	<ul style="list-style-type: none"> 001 	Yes	<ul style="list-style-type: none"> Licensed Design Professional⁽¹⁾ 	<ul style="list-style-type: none"> Backfilling
WSSC Ground Works ⁽²⁾ , if required	WSSC#1	<ol style="list-style-type: none"> Consult your WSSC inspector or go to wsscwater.com 			<ul style="list-style-type: none"> WSSC 	<ul style="list-style-type: none"> Placing concrete
Concrete slab-on-ground floor	011	<ol style="list-style-type: none"> Sewer and water pipes installed, and approved inspection by WSSC. Installation of slab base, vapor retarder, slab edge insulation, ductwork (if utilized) 	<ul style="list-style-type: none"> 001 WSSC#1 (green sticker) 	Yes	<ul style="list-style-type: none"> Licensed Design Professional⁽¹⁾ 	<ul style="list-style-type: none"> Placing concrete
Masonry Fireplace/Chimney, if required	006	<ol style="list-style-type: none"> Chimney/fireplace and the first flue liner installed 	<ul style="list-style-type: none"> 001 	Yes		<ul style="list-style-type: none"> Installing additional liners Framing (close-in) inspection
WSSC Plumbing/Gas rough-in ⁽²⁾ , if required	WSSC#2	<ol style="list-style-type: none"> Consult your WSSC inspector or go to wsscwater.com 			<ul style="list-style-type: none"> WSSC 	<ul style="list-style-type: none"> Installing insulation and drywall Framing (close-in) inspection

Sprinkler Hydro ⁽³⁾ , if required	280	1. Sprinkler system and all related components installed	<ul style="list-style-type: none"> • 001, 002, 011 	Yes, Fire Protection Inspector		<ul style="list-style-type: none"> • Installing insulation and drywall • Framing (close-in) inspection
Framing (close-in) ⁽⁴⁾⁽⁵⁾	004	<ol style="list-style-type: none"> 1. All framing installed 2. Roof and components installed 3. All stairs in place 4. Fire stopping and draft stopping installed 5. Air sealing of building thermal envelope 6. Exterior sheathing, and house wrap installed (no exterior finishes) 7. Windows, doors installed and flashed 8. All trade penetrations of the exterior wall are made, and air sealed. 	<ul style="list-style-type: none"> • 001, 002, 011 • WSSC#2 (yellow sticker) • 280 	Yes		<ul style="list-style-type: none"> • Installation of insulation • Installation of outlets, switches, fixtures, appliances
Insulation, if required	043	<ol style="list-style-type: none"> 1. Duct pressure testing ⁽⁶⁾ if performed at rough-in 2. Framing (close-in) approval 	<ul style="list-style-type: none"> • 004 • Mechanical 008 • Electrical 104 	Yes	Third party ⁽⁶⁾	<ul style="list-style-type: none"> • Final inspection
WSSC Plumbing/Gas Final ⁽²⁾	WSSC#3	<ol style="list-style-type: none"> 1. All plumbing and gas including water, sewer and meter installations where applicable completed. 2. Consult your WSSC inspector or go to wsscwater.com 			<ul style="list-style-type: none"> • WSSC 	<ul style="list-style-type: none"> • DPS Final Inspection and occupancy
Sprinkler Final ⁽³⁾	281	1. An inspection of the sprinkler system once installation is totally complete. This includes all piping, valves, gauges, signs, escutcheon plates, etc. are installed and the system is tied into the fire alarm.	<ul style="list-style-type: none"> • 043 	Yes, Fire Protection Inspector	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • DPS Final Inspection and occupancy
Final ⁽⁷⁾	251	<ol style="list-style-type: none"> 1. All attic, basement, crawl space, insulation installed 2. Street address attached to the building 3. All smoke detectors in working condition 4. Duct pressure test⁽⁶⁾ results if performed postconstruction 	<ul style="list-style-type: none"> • 043 • Electrical 102 • WSSC#3 (light blue sticker) • 281 	Yes	<ul style="list-style-type: none"> • Third Party⁽⁶⁾ 	<ul style="list-style-type: none"> • Using or occupying building or structure • Using plumbing, gas, mechanical systems

⁽⁴⁾ [DPS Residential Special Inspectors](#) lists Maryland registered professional engineers & architects approved for this type of inspection

- ⁽²⁾ 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
- ⁽³⁾ DPS issue a separate permit for fire sprinkler installation
- ⁽⁴⁾ 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.
- ⁽⁵⁾ 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
- ⁽⁶⁾ 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.
- ⁽⁷⁾ 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.