

**DPS**Montgomery County
Department of Permitting Services2425 Reedie Drive, 7th Floor
Wheaton, MD 20902
240-777-0311
montgomerycountymd.gov/dps

Residential Fast Track Permit Process

Residential Fast Track applications must be applied for online. If the application meets the guidelines and all applicable legislation, in most cases, you will receive a permit within three to five days. If the application cannot be completely processed, it will be returned to your team with partial approvals. If the application is for a complex design, structural modifications, or unusual design, it will be taken in for regular review process.

Eligible Projects*

- Single level decks, including those designed in accordance with “Montgomery County Deck Details.”
- Finishing basements (no kitchen) or existing attics** (without structural changes).
- Sheds, gazebos, or other detached nonhabitable accessory structures under 200 square feet.
- Alterations not exceeding 400 square feet and not involving a load-bearing wall.
- Remodeling kitchens or bathrooms.**
- Minor nonstructural fire damage repairs.**
- Accessible ramp.
- Revisions to permits issued at fast track if scope of work is not expanded.

**In order to be eligible, a property must not be served by private well or private septic system.*

***Floor area must not exceed 400 square feet.*

Submittal Requirements

1. Submit building permit application online. Create an online account on the [eServices](#) webpage on the [DPS website](#).
2. Include one complete set of construction plans, legible, with dimensions drawn to scale (1/4"=1'-0") on a minimum 11x17 in sheet size. Do not use grid-lined paper.
3. Include one copy of the site plan.
4. Construction drawings and the site plan must be submitted electronically.
5. Checks and credit cards are accepted electronically.

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