



**Montgomery County Department of Health and Human Services
Licensure and Regulatory Services**

255 Rockville Pike, Suite 100; 1st Floor, Rockville, Maryland 20850

Phone: 240-777-3986 Fax: 240-777-3088

www.montgomerycountymd.gov/licensure

Today's Date: _____

TO: Plan Submitter

SUBJECT: Plan Review Time Building Permit Number: _____

HAVE PLANS BEEN SUBMITTED TO PERMITTING SERVICES YES ☐ or NO ☐

New Construction ☐ Remodel ☐ Equipment Replacement ☐

Food Service Facility ☐ Swimming Pool ☐

In order to better serve you and others desiring plan approval, a minimum of 14 days is needed to conduct a thorough review of your food plans and 30 days of your pool plans. When this initial review has been conducted, you will be contacted regarding the status of the plans. Please do not expect to receive a response prior to 14 or 30 days from the date the plan is logged in. Thank you for your cooperation.

PLEASE PRINT

Name of Facility: _____

Address of Facility: _____

Owner's Name: _____

Contact Person's Name for Correspondence: _____

Contact Person's Telephone Number : _____

Address for Correspondence: _____

Email Address: _____

Signature of Submitter: _____

NOTE: Swimming Pool applicants must also apply for a "Hazardous Materials Use Permit". Please contact Emergency Management at 240-777-2300

OFFICE USE ONLY

Application Fee: _____ Plan Review Fee: _____ Receipt Number: _____ Staff Initials: _____

Check/Money Order/Approval Code: _____

FEE SCHEDULE

Type of License	Fee
(A) Low Priority (Facilities that serve commercially packaged potentially hazardous foods directly to the consumer; or non-potentially hazardous food that is cut, assembled, or packaged on the premises, such as candy, popcorn, and baked goods; or hand dipped ice cream)	\$240.00
(B) Moderate Priority (Facilities that serve potentially hazardous food that is prepared requiring the food to pass through the temperature danger zone, 41°F to 135°F, one time before service, such as cooking, hot holding, and then serving; or facilities that cut, assemble, or package on the premises, such as meats)	\$330.00
(C) High Priority (Facilities that serve potentially hazardous food that is prepared a day or more in advance of service; or using food preparation methods that require the food to pass through the temperature danger zone, 41°F to 135°F, two or more times before service, such as cooking, cooling, and then reheating)	\$600.00
Equipment Replacement (Food Service Facility)	\$160.00
Mobile Food Service facility means a food service facility that is a mechanically, electrically, manually, or otherwise propelled vehicle operating on land or water that moves as part of its routine operation.	\$ 55.00
Swimming Pool	\$480.00
Equipment Replacement (Swimming Pool)	\$260.00