

**DPS**

Montgomery County
Department of Permitting Services

2425 Reddie Drive, 7th Floor
Wheaton, MD 20902
Phone: (240) 777-0311 (MC311)
montgomerycountymd.gov/dps



Commercial Building Inspections

ISSUED PERMITS MUST OBTAIN ALL REQUIRED INSPECTIONS FOR PHASED AND FINAL APPROVALS

Montgomery County commercial inspectors are cross trained in Building and Mechanical inspections, therefore the close-in and final building and mechanical inspections must each be scheduled for the same day after all trade permits have been approved.

Inspection requests made before 12:00 noon will be scheduled for the next working day, requests made after 12:00 noon will be scheduled within two working days.

The DPS approved plans and all attached notes, comments and/or inspection reports shall be kept on the site and available for immediate review until the project has received final DPS approval. The permit must be conspicuously posted.

Below are lists of standard inspection types with descriptions. The required project specific inspections will be identified at the pre-construction meeting, the first inspection to be scheduled. Additional information and/or scheduling assistance is available by call 240.777.0311.

Inspections that may be scheduled by the permit holder (to be performed by DPS Inspector):

- ☐ 255 **Pre-construction meeting-** Before commencing the construction, the owner or designee shall call 311 to schedule a meeting to discuss requirements, approved plans and related matters. Notice: failure to schedule a pre-construction meeting before commencing construction may result in the issuance of a civil citation in the amount of \$500.00.
- ☐ 042 **Wall Bracing** – Inspection of: a) exterior sheathing, nailing patterns, strappings and ties prior to the design weather barrier installation; and b) weather barrier inspection including sealing of penetrations and flashings at fenestrations (windows) prior to exterior finish installation and to allow interior close-in.
- ☐ 051 **Footings (Foundations)** - Excavate to approved depth. All formwork and reinforcing must be in place prior to inspection. Inspect reinforcement placement, foundation sizes, general location, concrete placement, embedded items, etc. Fc >3000psi requires sampling and testing. See 3rd party authorized inspections.
- ☐ 054 **Concrete Wall/Rebar** - All formwork and rebars must be in place prior to inspection and before placing concrete. Fc >3000psi requires sampling and testing. See 3rd party authorized inspections.
- ☐ 056 **Masonry Walls/Rebar** - All reinforcing must be in place at time of inspection. Grout Fc >3000psi requires sampling and testing. See 3rd party authorized inspections.
- ☐ 069 **Concrete Slabs**- Slab-on-grade and elevated slabs. All formwork sleeves and rebar to be in place prior to inspection and placing of concrete. Fc >3000psi requires sampling and testing. See 3rd party authorized inspections.
- ☐ 070 **Wall Close-in/Interior Framing** - All fire stopping and all electrical and plumbing rough in approvals must be approved prior inspection. Includes light gage framing. Note: If structural steel is involved all certification of the steel assembly and connection are due at this time (058,059).

**DPS**Montgomery County
Department of Permitting Services

☐ 071 **Ceiling Close-in-** All electrical, plumbing, and sprinkler approvals must be obtained prior to building inspection. Mechanical inspection (608) must be scheduled at the same time as (071). Note: If structural steel is involved all certification of the steel assembly and connection are due at this time (058,059).

☐ 251 **Final-** All work per approved plans is to be complete and the premise ready for occupancy. All close-out documents to be submitted at this time. Associated U&O building and mechanical inspections should be scheduled. All trade permits (WSSC, Electrical, Fire Alarm, & Fire Suppression) should be finalized (obtain final inspection approval). Capacity certificates and related signage when required should be posted.

☐ 502 **Energy Slab Inspection-** Insulation materials, R-Values/thickness, thermal breaks installed. May be performed by Third Party when authorized. See 3rd party authorized inspections.

☐ 504 **Energy Ceiling Inspection-** Insulation materials, R-Values/thickness, manufacturers specifications, air barrier/air sealing materials and methods. Verification of Skylight/Roof monitor U-Values, SHGC/VT. May be performed by Third Party when authorized. See 3rd party authorized inspections.

☐ 506 **Energy Floor or Wall Inspection** (May be performed by Third Party when authorized)

- Insulation materials, R-Values, manufacturer specifications, air barrier/air sealing materials and methods. Provide air leakage pressure tests when appropriate.
- Fenestration verification with approved plans and specifications. Must show NFRC labels or manufacturer proof of U-Values, SHGC, VT and air leakage testing results.
- Provide verification of slab/foundation insulation R-Values and thermal breaks.
- Rooms containing fuel burning appliances where open combustion air ducts supply combustion air to open combustion space conditioning fuel-burning appliances shall be located in a room isolated from and outside of the building thermal envelope.

☐ 550/081 **Energy Final Inspection-** The verification and FPT documentation for the new building systems (Envelope, HVAC, Lighting and Renewable Energy documentation) shall be transmitted to DPS prior to scheduling building final inspection. When Commissioning (Cx) is required by code, the Preliminary Cx Report shall be provided to DPS and the building owner prior to scheduling building final inspection. Prior to U&O approval, DPS must receive the Final Construction Commissioning Report. Within 90 days of Occupancy Approval, the building owner must be provided with the Final Cx Report, System Balancing Report and all manuals associated with the building systems and operations. Please forward all required documentation to these addresses:
DPS.commissioning@montgomerycountymd.gov, mark.nauman@montgomerycountymd.gov,
ye.jiang@montgomerycountymd.gov, anne.hawley@montgomerycountymd.gov

The DPS Commercial Building website <https://www.montgomerycountymd.gov/DPS/divisions/commercial/index.html> in the Energy and Green Building \ Commissioning section has several useful documents including:

- *Cx Approved Providers*
- *Commissioning and Final Energy Inspection Guidelines*
- *Cx-FPT Compliance Checklist*

☐ 605 **Shaft & Fire Rated Assembly** – Sequenced shaft wall construction inspections including: framing, shaft liner and layered gypsum board installations, fastening patterns, joint/penetration sealing and patching, etc. See 3rd party authorized inspections.

**DPS**Montgomery County
Department of Permitting Services**Third Party (Special) Inspection Types requiring DPS prior approval:**

- ☐ 044 **EIFS (Exterior Insulation Finish System)** – See IBC 1705.17 and MC amendments.
- ☐ 051 **Footings (Foundations)** - See page 1.
- ☐ 052 **Caissons/Piles** – Deep foundation systems, refer to MC Special Inspections Program Manual.
- ☐ 054 **Concrete Wall/Rebar** - See page 1.
- ☐ 056 **Masonry Walls/Rebar** - All reinforcing must be in place at time of inspection. Grout $F_c > 3000$ psi requires sampling and testing. See 3rd party authorized inspections.
- ☐ 058 **Structural Steel Assembly**- This Special Inspection includes determination that the members are properly located, sized, and in accordance with the approved plans; checking of setting of anchor bolts and base plates to determining members are plumb.
- ☐ 059 **Structural Steel Connections**- Inspection of all connections both Welded and Bolted.
- ☐ 060 **Pre-Cast Concrete (Slabs/Columns/Walls)** – Inspection of pre-cast elements at:
 - a) during fabrication at the plant (20% of elements) for concrete inspection criteria; and
 - b) during pre-cast installation at the work site for sequencing, bracing, and connections. Refer to MC Special Inspections Manual Section 3.1.4.
- ☐ 061 **Spray Fire Protection** – Inspection of spray applied fire resistant materials and application of intumescent coatings. Refer to IBC Section 1705.15.
- ☐ 065 **Parging, Waterproofing**- All debris must be removed from perimeter of foundation at the time of inspection. Walls waterproofed, foundation drainage installed.
- ☐ 069 **Concrete Slabs** - See page 1.
- ☐ 072 **Columns reinforced concrete**- All formwork and rebars to be in place prior to inspection and placing of concrete. Includes sampling and field and laboratory testing of concrete.
- ☐ 075 **Light Gage Framing (by 3rd party)**- All fire stopping and all electrical and plumbing rough in approvals must be approved prior to inspection.
- ☐ 259 **Soils Inspection and Testing (S)**- This Special Inspection is required for:
 - a. All placed engineered fill and backfill material.
 - b. Foundation excavations tests where soil-bearing capacity must be determined or verified.
- ☐ 502 **Energy Slab Inspection** - See page 2.
- ☐ 504 **Energy Ceiling Inspection** - See page 2.
- ☐ 506 **Energy Floor or Wall Inspection** - See page 2.
- ☐ 605 **Shaft & Fire Rated Assembly** - See page 2.
- ☐ 706 **Fire Stopping** - Inspections of penetration/membrane firestop and fire resistive joint systems. per ASTM E 2174 "Standard Practice for On-Site Inspection of Installed Fire Stops" and ASTM E 2393 "Standard Practice for On-Site Inspection of Installed Fire Resistive Joint System and Perimeter Fire Barriers."