

JOB CLASSIFICATION SYSTEM — DPIE Review Target Timelines by Job Type

This chart provides timeline expectations for your permit application. Job classifications set target timeframes for DPIE reviews - based on square footage, scope, and use, not project valuation. Reviews by other agencies may take additional time. All plumbing and gas related work MUST be reviewed and approved by the Washington Suburban Sanitary Commission (WSSC). If your property is in Historic District, you must contact the agency directly to confirm permit application requirements. Properties that are located on private well or sewage disposal systems should contact the Health Department at 301-883-7681

REQUIRED PLAN REVIEW & APPROVALS			
HOMEOWNERS CENTER JOBS DPIE's Goal to Complete: No More Than 2 Visits	SMALL JOBS DPIE's Goal to Review: 25 Business days	INTERMEDIATE JOBS DPIE's Goal to Review: 41 Business Days	Large/Complex Jobs DPIE's Goal to Review: 50 Business Days
<p>Applications for Owner Occupied 1 & 2 Family Homes Only</p> <p>New Accessory Structure (Garage/Shed) – Up to 500 sq. ft. and 15 ft. high: alteration & repair of existing; no change in use</p> <p>Existing Alteration/Repair (Garage/Shed) – Up to 500 sq. ft. and 15 ft. high</p> <p>Addition to Single-Family Dwelling - Up to 500 sq. ft.: no more than 1 story high at ground level; no party walls, no removal of exterior or load bearing wall. Excludes if addition is on private well / septic. Call the Health Department at 301 - 883-7681 for more information.</p> <p>Chimney Repair and Fireplace Inserts</p> <p>Decks - One-Level; less than 500 sq. ft. and less than 10 ft. above grade</p> <p>Driveway/Apron/Pad</p> <p>Drywall - Repair/replace not more than 500 sq. ft. Fences - New/replacement</p> <p>Interior remodeling/alteration and repair - Up to 500 sq. ft. including bathroom, kitchens without major structural change or removal or erection of interior load-bearing walls or impact on the sharing / party walls Interior non-load bearing wall demolition</p> <p>Porch & Steps - Repair existing on private Property not in historic or fine arts jurisdictions</p>	<p>File Through ProjectDox</p> <p>Alteration, Repair and Demolition Project(s) 2,000 sq. ft or less. (total work area) in existing building or limited by the following:</p> <ol style="list-style-type: none"> 1. No new public utility connections (electric, gas, water/sewer and private well/ septic system) 2. No more than one floor involved 3. No change in use or occupant load; or 4. No hood/cooking equipment, medical facility, childcare, religious worship, assembly, or Community Residential Facility uses with more than 5 Residents <p>Awning or Canopy</p> <p>Fence – Commercial</p> <p>Fire Damage- based on inspection report.</p> <p>Fire Alarm/Sprinkler System Shop Drawing Permits</p> <p>Demolition - Interior non-load bearing wall/column</p> <p>Raze – Less than 5,000 sq. ft. land disturbance with utility cut-off letters and Health Inspection</p> <p>Retaining Wall - Single tier; 4'-6" in height maximum measured from grade to top of wall</p>	<p>File Through ProjectDox</p> <p>Accessory structure (shed, garage)</p> <p>Additions – Up to 10,000 sq. ft. (total of all floors)</p> <p>Alterations or repairs - Greater than 2,000 sq. ft., but less than 10,000 sq. ft. (total of all floors)</p> <p>New Antenna Tower</p> <p>Excavation Sheet piling & Shoring - Less than 10,000 sq. ft. total</p> <p>Foundation to Grade – Up to 10,000 sq. ft.</p> <p>Kitchen Hood/Cooking Equipment – New/Change/Custom</p> <p>Retaining Wall – More than 4'-6" in height maximum measured from grade to top of wall, including multiple tier walls</p> <p>Revisions to approved permits - Less than 10,000 sq. ft. (total of all floors). Revision to permits approved through ProjectDox, must be submitted in ProjectDox</p> <p>Single Family/Town House – Up to 10,000 sq. ft.</p> <p>Solar Panel</p> <p>New/Existing Swimming Pool</p> <p>Tenant layout – New/Existing Up to 10,000 sq. ft. (total of all floors)</p>	<p>File Through ProjectDox</p> <p>All Jobs in this Category - Greater than 10,000 sq. ft. (total of all floors)</p> <p>Alteration/Repairs</p> <p>New Commercial and Residential Building(s)</p> <p>Raze Permit – Commercial facilities require an asbestos test performed by an approved Maryland license testing agency. The results must be submitted to health reviewer before a site inspection can be conducted.</p> <p>Sheeting & Shoring</p> <p>Underpinning</p> <p>Revisions of Approved Permits</p> <p>Tenant Layout</p> <p>The following applies to all scope listed above: If the residential or commercial property is served by a private well and/or an onsite sewage disposal system, a Health inspection is required prior to approval. Contact the Health Department Environmental Engineering Policy/Program at 301-883-7681 for additional information.</p>

Retaining Wall – Single tier; 4'-6" in height maximum measured from grade to top of wall

Roof Repair/Replacement- No structural changes

Window/Door Replacement/ Repair - If your property is in a Historic or CFA jurisdiction you must get approval before you apply for a permit

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Sign(s)

Alteration/Repair of Existing Swimming Pool – Up to 500 sq. ft.

Removal of Underground Storage Tank- no shoring.

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Tower Cranes

Underpinning - Up to 10,000 sq. ft.

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