



City of
Rockville
Get Into It

City of Rockville, Maryland
111 Maryland Avenue, Rockville MD 20854-2364
Community Planning and Development Services
240-314-8240

City of Rockville - Application Completion Check and Review Timeframes

Completion Check Timeframe	Review Timeframe
Intake and Completeness check of all applications except for trade applications	7 calendar days
Intake and Acceptance of document(s) uploaded to MGO Project(s)	
a. Extension Requests	3 calendar days
b. Revisions/Amendments	3 calendar days
c. Wall checks	3 calendar days
d. Height Certifications	3 calendar days
e. Site grading	3 calendar days
f. Contractor Trade letters	3 calendar days
g. Any Miscellaneous document uploaded	3 calendar days
Manual Issuance of Trade projects associated with a building permit	2 calendar days
Trade Permit	
a. Stand alone or associated with a building permit	2 calendar days
b. Bulk Trade Applications (7 or more)	3 calendar days

General Building Review - Residential	
Type of Permit	Review Timeframe
a. Shed	28 calendar Days
b. decks	28 calendar Days
c. Solar panels	28 calendar days
d. Swimming pools	28 calendar days
e. Additions, garages	28 calendar days
g. Alteration/Renovation	28 calendar Days
h. Finishing Basement	28 calendar Days
i. Fence (Residential)	2 calendar days
j. Fence (Commercial)	3 calendar days
Revisions/Amendments related items a-h.	14 calendar days
General Building Review - Commercial	
a. Quick Start Review only. *Rest of the building review falls under the general building review period	2 calendar days
b. Systems Furniture - under 2,500 square feet	14 calendar days
c. Tenant Layout - under 2,500 square feet	14 calendar days
Revisions/Amendments related to items b-c	7 calendar days
d. Tents	7 calendar days
e. Antennas	28 calendar Days
Fire Reviews	
a. Fire Protection - General Review	14 calendar days
b. Fire Protection - walk thrus permits - Fire Alarm Devices 3 or less & Sprinkler Heads 9 or less	1 calendar day
Revisions/Amendments	7 calendar days
Single Family Dwelling (SFD)	
a. Single Permit	28 calendar days
1. initial review - Master Sets Option Review	28 calendar days
2. Multiple Units Review	7 calendar days
Revisions/Amendments	7 calendar days
Code Modifications	14 calendar days
MIS (All listed under this permit)	28 calendar days
TODA(outdoor dining)	2 calendar days
Demolition	

a. Interior Demolition Review	2 calendar days
b. Entire Demolition	35 calendar days- HDC review once accepted for processing.
a. HDC Review Period (separate process)	35 calendar days
b. ISD Demolition Permit Review	7 calendar days
Extension Request Review	2 calendar days
Occupancy Permit Review	3 calendar days
Sign Permit Review	14 calendar days
Issuance - current process under Tidemark Advantage	2 calendar days - current process
Issuance - MGO	MGO Automatic (in most cases)
Please note the review of your application will begin once all fees are paid and cleared	
Please note these will be updated as necessary.	