



City of Rockville, Maryland  
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**To: ISD Staff, Permit Technicians, Stakeholders**

**From: Kina Campbell PE, Chief of Inspection Services**

**Subject: To Clarify Applicable Fees for Commercial Revision and Permit Extension Requests**

**Date: August 2, 2023**

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This memo serves to provide clarity and bring consistency when processing revision and permit extension requests. Upon submission of these requests and acceptance by the permit technicians for processing, the following fee types will be included in computing the fees for revision and permit extensions:

- Commercial Filing fee
- Commercial Permit Fee
- Fire Fee (if applicable to the project)
- Mechanical, Plumbing, and Electrical fees (if applicable to the project)
- Automation fee

*Kina Campbell*  
Kina Campbell, PE Chief of Inspection Services

*8/2/23*  
Date