

Quick Start Program

What is the Quick Start Program?

The City of Rockville's Quick Start Program is an optional preliminary building review for certain projects that allows contractors to get a head start on limited interior demolition and framing while the construction documents undergo a full review, prior to permit issuance.

What work can be performed under the Quick Start Program?

The work permitted by a Quick Start approval is limited to interior non-structural demolition and framing of partitions. No mechanical, electrical or plumbing rough-ins are currently permitted under the Quick Start Program.

How does the Quick Start Program work?

If your project qualifies for the Quick Start Program and you want to take advantage of this service, you can complete the "Commercial Building Quick Start" application in the MyGovernmentOnline (MGO) customer portal. Your application will be reviewed by a Permit Technician, and once the application has been processed, you will receive an invoice for the applicable filing and Quick Start fees. Once these fees are paid, your project will be reviewed for a Quick Start placard, and you will receive either an approval or comments within two business days. If your Quick Start is approved, you will receive notification of approval through the MGO customer portal and a Quick Start Placard will be released to your customer portal. This placard must be printed and posted at the job site before any work can begin.

When will I be able to schedule inspections?

No inspections will be available until the project has undergone full review and a permit has been issued. Proceeding beyond the allowable scope of the Quick Start prior to inspections may result in a Stop Work order, a citation, and a requirement to remove all work not permitted under the Quick Start program.

What if there are changes required to construction following a full review?

The applicant must comply with all applicable City Codes, and work is commenced at the applicants sole risk. By submitting the application, the applicant agrees to make any changes necessary to be in compliance with all applicable codes at their own expense.

Is there a fee?

There is an additional fee of \$235.00 for quick start reviews to be completed. This fee is non-refundable and does not guarantee approval of the quick start review. The application is designed

to redirect you if your project will not qualify; please note that fees will not be refunded if your project does not qualify for Quick Start.

How do I know if my project will qualify for the Quick Start Program?

Proceed through the questions below in order until you identify whether the project will qualify for the Quick Start Program or not.

1. Is the scope of the project commercial/nonresidential?
 - a. If YES, proceed to question #2
 - b. If NO, your project does not qualify
2. Is this project an interior alteration/renovation or a tenant fit-out of an existing building?
 - a. If YES, proceed to question #3
 - b. If NO, your project does not qualify
3. Does the scope of the project include any exterior work?
 - a. If YES, your project does not qualify
 - b. If NO, proceed to question #4
4. Will the project include a building or space undergoing a change of use or change of occupancy, as defined by the International Building Code?
 - a. If YES, your project does not qualify
 - b. If NO, proceed to question #5
5. Is your project mixed-occupancy?
 - a. If YES, your project does not qualify
 - b. If NO, proceed to question #6
6. Is your project classified as ONE of the following occupancies, per the International Building Code? Group B, E, F-2, M, R-1, R-2, R-3, S-2, U
 - a. If YES, proceed to question #7
 - b. If NO, your project does not qualify
7. Will your project require review and approval from any external source? (e.g. Montgomery County Health Department)
 - a. If YES, your project does not qualify
 - b. If NO, proceed to question #8
8. Will the scope of this project include any alterations, removal, or construction of required fire-resistance-rated assemblies or elements?
 - a. If YES, your project does not qualify
 - b. If NO, you can submit a Commercial Building Quick-Start Application through the MGO online portal!