

Montgomery County Building Regulations Residential Drawing Standards:

- Submit two sets of construction documents
- All drawings must be drawn to a recognizable scale, such as 1/4"= 1'-0" for the floor plans
- All sheets must include the owner's name and project address
- All sheets must include the name and contact information of the person who prepared the drawings
- All sheets must be dated

Drawing Revisions: (submitted after the permit is issued)

- All revisions must be circled or clouded, in order to see the changes clearly
- All revisions must be dated
- Information which did not change as a result of the revision need not be resubmitted

Basement Finish Drawing Checklist: *These lists indicate common elements that must be submitted for this project type. Individual projects vary & may require additional information. If unsure of the project requirements, contact Building Regulations.*

Floor Plan of Entire Basement:

- Clearly distinguish between existing and proposed construction.
- All room uses (Bedroom, Family Room, Closet, Unfinished Basement, etc.)
Note: "Bonus Room" is not an acceptable designation.
- All door sizes and landing dimensions, where required.
- Bedroom egress window locations, clear opening sizes and sill height above floor.
- Complete dimensions.
- Furnace location and combustion air information
- Laundry equipment and plumbing fixture locations.
- Clothes dryer exhaust vent material and termination detail.
- Restroom ventilation and termination of duct.
- Stair details if not existing (riser and tread dimensions, balusters, clearances, handrails, etc.)
If closet created below stairs, gypsum board must be installed.
- Smoke detector locations, power source and interconnectivity.

Cross Section

- Cross section through exterior wall showing stud walls, insulation, draft stopping.
- Ceiling finish materials, and ceiling heights, both in the main rooms and under drops for beams and ducts.
- Studs in contact with foundation wall must be pressure treated.

Note: See Code Enforcement Policy for additional smoke alarm requirements in existing residence.