



INSPECTION GUIDELINES AND OTHER PERMIT INFORMATION

ALL PERMITS REQUIRE INSPECTIONS

A Certificate of Occupancy requires the following inspections prior to issuance.

** All work permits must have a final inspection before a Certificate of Occupancy can be issued **

Use Type	Required Inspection
Restaurant (1, 2 & 3) Carry-Out (1, 2 & 3) Deli (1, 2 & 3) Day Care - Institutional (2 & 3) Swimming Pools (1 & 3) Grocery Store(1, 2 & 3) Tavern/Bar(1, 2 & 3) Schools (1, 2 & 3) Residential Care Facility - Assisted Living (2 & 3)	Animal Care Facilities (2 & 3) Old Age/Infirm Care Facilities (2 & 3) Convalescent Home (2 & 3) Rest/Nursing Home (2 & 3) Tattoo Parlor (1, 2 & 3) Large Day Care (inside of building) (1, 2 & 3) Kitchens (1, 2 & 3)
<p>Note: For Use & Occupancy permits schedule your Fire Dept. Inspection online via your E-Permits account.</p>	
<p>To apply for a Health Inspection, applicants must apply in person at Baltimore City Health Department. Bring the BUSE # and inspection fee* of \$150 to 1001 E. Fayette St. Payment options are check or money order payable to Director of Finance OR a credit card payment, however, a service charge is applied to all credit card payments. Fill out the Plan Review application onsite and an inspection will be scheduled for you within 48hours.</p> <p>*The inspection fee covers the initial Plan Review inspection and a reinspection, if required.</p>	
Offices (2 & 3) Retail/Wholesale Stores (2 & 3) Single Family Dwelling with 6 or more unrelated persons (2 & 3)	Businesses (Brick & Mortar) (2 & 3) Beauty Salons (2 & 3) Barber Shops (2 & 3)
<p>Multi-Family Dwelling</p> <p>**Note: Baltimore City considers 3 or more dwelling units as a Multi-Family Dwelling**</p>	<p>Step #1 Fire Department Inspection (4 or more dwelling units)</p> <p>Step #2 Building Inspection Schedule online via your E-Permits account. This must be your last inspection.</p>
Single Family Dwelling with 5 or less unrelated persons Single Family Dwelling (use unchanged) Home Office Trailers	Building Inspection

Most Electrical, Mechanical, Plumbing and H.V.A.C.R. permits require a rough-in inspection, and all require a final inspection.

Required Building Inspections	
Decks	Footing; final
New Bldg/Addition	Footing; foundation; slab; framing; insulation; final
Alterations	Framing; insulation; final
Fencing/Temporaries/Signs	Footing (as needed); final
Razing	On-site consultation before permit is issued; MUST schedule inspector presence at start of demolition; slab removal; footing (if required); backfill; final

For more information contact the Inspection Offices

Building Inspections	410-396-3470
Electrical Inspections	410-396-3470
Mechanical/Plumbing Inspections	410-396-3470

Fire Department	410-396-5752
Health Department	410-396-4544 or 4424

Schedule inspections in your E-Permits account.

The cut off time for scheduling inspections is 2:30 P.M. the day prior to the date requested.

MISS UTILITY: 48 hours prior to work call 1-800-257-7777 or www.missutility.net

For additional permit information visit our website at <https://dhcd.baltimorecity.gov/pi/permits>.

Property Registration: 410-396-3575

Every owner of a non-owner-occupied dwelling unit or vacant structure in Baltimore City must file a Property Registration Statement with the Housing Commissioner. For more information on property registration requirements please visit our website at

<https://dhcd.baltimorecity.gov/pi/alarmproperty-registration>

Permit Information

- The building permit or copy shall be kept on the site of work until the completion of the project
- When issued a permit that required plans you must keep an approved set of the plans at the job site during construction
- The issuance of a permit does not prevent the Building Official from later requiring the correction of errors in any plans, drawing, work or operations
- Construction or work for which a permit is required shall be subject to inspection by the Building Official and such construction of work shall remain accessible and exposed for inspection purposes until approved
- Footing or foundation inspections shall be made after excavation for footings are complete and any required reinforcing steel is in place
- Inspection shall be made on concrete slab and under-floor before any concrete is placed or floor sheathing installed, including sub-floor
- Framing inspections shall be made after the roof deck or sheathing, all framing, fire blocking and bracing are in place and pipes, chimneys and vents to be concealed are complete and the rough electrical, plumbing, heating wires, pipes and ducts are approved
- The final inspection shall be made after all work required by the building permit is completed

Miss Utility

Before you dig. Every dig. It's the law!

48 hours prior to work call 1-800-257-7777

www.missutility.net

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Electrical Inspections

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Fire Department

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Health Department

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410-396-4424

* Items listed are not all-inclusive