



HOWARD COUNTY DEPARTMENT OF INSPECTIONS, LICENSES AND PERMITS

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DATE: August 22, 2019

MEMO TO: Maryland Home Improvement Contractors
Permit Expeditors

FROM: Robert J. Frances, P.E., Director 
Department of Inspections, Licenses and Permits

SUBJECT: Residential Walk-Through Process To End September 30, 2019

The Department of Inspections, Licenses and Permits (DILP) will be **discontinuing** our Residential Walk-Through process on Wednesday and Thursday afternoons as of September 30, 2019. In an effort to improve the current process, these types of miscellaneous residential permits can be applied for online through our citizen's access website 24 hours a day, 7 days a week. The last Residential Walk-Through day will be the afternoon of September 26, 2019.

These types of on-line permits will be processed within two (2) business days. Reviews requiring Health Department approval can continue to be hand carried to that agency prior to submitting your permit online, or the permit can be submitted to our front counter staff and the permit application(s) will be routed to Health for their review and approval.

In order to apply for residential permits through our website you will need to have a citizen's access account, and the MHIC contractor's license must be linked to that account. Please click [here](#) for detailed instructions on how to complete this process.

Let us know if you have any questions as we implement this new and improved service. We can be reached at 410-313-2455.

T:/PlanReview/Policy&Procedures/Discontinuance of Residential Walk-Through Memo
8.21.2019
Rev. 10.10.2019