

# LARGE FORMAT PRINTING, ELECTRONIC DOCUMENT PROCESSING, RECORDS HANDLING AND COPYING/PRINTING FEE SCHEDULE

**Effective July 1, 2025**

*These fees are authorized under Maryland State Law and the Howard County Charter which allows the County to charge a "reasonable fee" for the reproduction of records. (Section 4-206 of the General Provisions Article of the Annotated Code of Maryland; Howard County Charter, Section 906.)*

| LARGE FORMAT DOCUMENTS  |  |         |
|---|--|---------|
| Print Material/Size   | Price Per Sheet                          |         |
|   | Black/White                              | Color   |
| PLOT PAPER  |  |         |
| 18 x 24   | \$1.00                                   | \$3.00  |
| 24 x 36   | \$1.50                                   | \$4.50  |
| 36 x 42   | \$2.00                                   | \$6.00  |
| 36 x 60   | \$2.50                                   | \$7.50  |
| PLOT MYLAR  |  |         |
| 18 x 24   | \$4.00                                   | \$12.00 |
| 24 x 36   | \$5.00                                   | \$15.00 |
| 36 x 60   | \$9.00                                   | \$27.00 |
| PLOT WHITE FILM   |  |         |
| 18 x 24   | \$5.00                                   | \$15.00 |
| 24 x 36   | \$7.50                                   | 22.50   |
| CD OF PLOT (TIFF image)   | \$5.00                                   |         |
| FULL COLOR TOPOGRAPHIC MAPS   | \$32.00                                  |         |
| COLOR GIS MAPS  |  |         |
| 24 x 36   | \$16.00                                  |         |
| 36 x 42   | \$32.00                                  |         |
| ELECTRONIC DOCUMENT PROCESSING  |  |         |
| Submission Fee  | Price                                    |         |
| Electronic Submission fee for Redline plans (per sheet, excluding sheets that require only renumbering)   | \$10.00                                  |         |
| Electronic Submission Fee for Plans (Per Sheet) – One-Time Fee  | \$10.00                                  |         |
| Paper Submission Fee for Plans (Per Sheet) – Per Submission   | \$10.00                                  |         |
| ARCHIVED RECORDS RETRIEVAL  |  |         |
| Retrieval Fees  | Price per Record                         |         |
| Retrieval of file/file box – Bi-weekly delivery   | \$5.00                                   |         |
| Retrieval of file/file box – Half day delivery  | \$35.00                                  |         |
| Retrieval of file/file box – Rush delivery (2-3 hours)  | \$59.00                                  |         |
| PUBLICATIONS AND DOCUMENTS  |  |         |
| Regulations, Studies, Manuals and other publications  | Price                                    |         |
| Electronic format of all Department of Planning and Zoning publications, including, but not limited to:<br>Development Monitoring System Report<br>Forest Conservation Manual<br>PlanHoward 2030<br>General Plan Map<br>General Plan Monitoring Report<br>Landscape Manual<br>Route 1 Design Manual<br>Subdivision Regulations (includes Adequate Public Facilities, Forest Conservation, Scenic Roads and Cemetery Regulations<br>Zoning Regulations | \$5.00 each                              |         |
| Mailing of CD, copies or large format printing  | Calculated based on current postal rates |         |
| COPYING/PRINTING OF DOCUMENTS (8 ½ x 11, 8 ½ x 14, or 11 x 14)  |  |         |
| Black and White   | \$0.25 per page                          |         |
| Color   | \$0.50 per page                          |         |