




HOWARD COUNTY DEPARTMENT OF INSPECTIONS, LICENSES AND PERMITS
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To: All Homebuilders and Permit Expeditors
From: Donald L. Mock, P.E. 
Date: August 22, 2019
Subject: Residential Worksheets

Effective October 1, 2019, Howard County Department of Inspections, Licenses and Permits will be eliminating the need for the “residential worksheets” submitted with the building permit applications for New Construction or Plans on File. All pertinent information will need to be included on the plans and the permit application.

All permit applications must be completed in their entirety to include information such as the total square footage of all floors (including the garage areas), the energy method and all of the options (such as four-foot extensions, morning rooms, decks, etc.). Also, the first page (Sheet 1) of the plans shall have detailed information that clearly states the square footage for each level, with an accumulative total square footage which includes all options for that site-specific submission, as well as the energy method.

All options shall be highlighted or circled on Sheet 1 of plans and be coincident with the list of information supplied in the description of work on the permit application (the two should match).