

Howard County Inspections

NEW PROCEDURE

EFFECTIVE JANUARY 1, 2016

Documents for the Department of Inspections, Licenses and Permits (DILP) via E-mail

A new streamlined E-mail procedure for sending documents, certifications and wall check surveys to DILP Inspectors has been developed. Starting January 1, 2016 please e-mail the necessary documents to Docs4dilp@howardcountymd.gov . This new address for documents related to DILP permits will be the central delivery point for documents required for inspection and Final U&O approval.

Please be sure to pay very close attention to the required e-mail format. Using this format will allow your documents to be more quickly identified and processed. In particular please be sure to insert the following information the e-mail **SUBJECT LINE**:

Permit Number (i.e. B1600001), Address (i.e. 9876 Tulip Ave), Document type (i.e wall check, footing cert, slab cert, etc.), Inspector (Name)

Of course, please be sure to attach the document you wish the specified inspector to receive. Below is a screen shot of an example e-mail using the process;

