AUTOMATED INSPECTION REQUEST
AND
PERMIT INFORMATION SYSTEM

Howard County
Department of Inspections, Licenses and Permits

(410) 313-3800

Website: http://www.howardcountymd.gov/DILP/DILP_HomePage.htm

Permit No. _____ Confirmation No. _____

The automated dial-up system provides 24-hour access to inspection and permit information. You may:

❖ **1-Schedule inspections:** After a permit is issued, you may request an inspection for the next day or up to five working days in advance of the day needed. You may select automatic telephone notification of inspection results when you request your inspection. You will receive a confirmation number if requested.

❖ **2-Obtain inspection results**: Results are available the day the requested inspection is completed by calling 410-313-3800 or online at https://accela1.howardcountymd.gov/citizenaccess/.

❖ **3-Cancel inspection requests:** Allows inspections requested through this automated system to be cancelled. Cancellations on the day of the scheduled inspection will be directed to administrative personnel to cancel your requested inspection.

❖ **4-Obtain plan review status**: Determine the approval status of your permit and, if not approved, which agency has not yet approved it.

➡ ***TO ACCESS THE SYSTEM, CALL: (410) 313-3800 FOLLOW INSTRUCTIONS PROVIDED*** ⬅

Before you call, you will need the following information to use the system:

❖ **Permit Number** - Omit the letter prefix and leading zeros of the permit number and follow with # sign on your telephone keypad – Examples: B00145044 should be entered as 145044# after selecting (1) Building as the type of permit. B09000012 should be entered as 9000012# after selecting (1) Building as the type of permit.

❖ **Building Address** (house number and street name) for site address verification.

❖ **Three Digit Inspection Type Codes found on the reverse side of this sheet. *PLEASE NOTE THAT ALL INSPECTION TYPE CODES HAVE CHANGED.*** To hear a list of inspection type codes press * at the prompt.

Important Information:

You may request inspections up to five working days in advance of the date needed.

Incorrect data may be re-entered by pressing the # symbol on the telephone keypad. You may return to the main menu by pressing # on the telephone keypad.

When requesting commercial fire system tests, you must contact the fire protection inspector at least one day IN ADVANCE (between 8:00 and 9:00 a.m.) in addition to using the automated system after a date is agreed upon.

Express Plumbing Permit same day emergency water/sewer inspections must be requested by calling (410) 313-1840 before 9:00 a.m.

(See Other Side)

INSPECTION TYPE CODES
FOR USE ON AUTOMATED SYSTEM (410-313-3800)

BUILDING REQUEST CODES:
200-Ceiling Close In
201-Damproof & Draintile
202-Draintile
203-Driveway Apron
205-Final Building
206-Fireplace Throat/Stove
207-Footings
208-Foundation Walls/Dampproof
209-Frame
210-Install/Remove Fuel Tank
211-Insulation
212-Pool Steel
214-Slab
216 Tilt-up Walls
217-Slab & Draintile
218-Handicapped Accessibility
219-Final Driveway Apron
220-Seasonal Final
221-Wall Brace/Sheathing
402-Stormwater Management Rough In
403-Stormwater Management Final
485-Seasonal Grading
487-Final Grading
488-Sediment Control Release
489-Final Grading Surety

ELECTRICAL REQUEST CODES:
300-Allegheny Service Release
301-BGE Service Release
302-Bonding
303-Ceiling Close In Commercial
304-Final Electric
305-Residential Rough Wire
306-Slab
307-Trench
308-Wall Close In Commercial

PLUMBING REQUEST CODES:
700-Air/Head Test
703-Backflow Preventor
704-Condensate Drain
705-Final Plumbing
706-Flush Test
707-Fuel Oil
709-Gas Service Release
710-Grease Interceptor
711-Grinder Pump
712-Groundwork
713-Hydrostatic Test

PLUMBING REQUEST CODES CONT'D:
714-Natural Gas
719-Propane Gas
720-Rough In
721-Sand-Oil Interceptor
722 Sanitary Sewer Trench
724-Sewage Ejector Pump
725-Storm Water Piping
727-Water Trench
728-Add On Sewer
729-Add On Water

FIRE REQUEST CODES:
500-24 Hour Test
501-Alarm System Test
502-Final Fire
503-Fire Pump Test
504-Halon-FM200 System Test
505-Hood System
506-Hydrostatic-Rough
507-Overhead Sprinkler
509-Special System Test
510-Trip Test
511-Underground Sprinkler
512-Medical Gas Rough-In

MECHANICAL (HVAC) REQUEST CODES:
603 - Rough In
600 - Final HVAC

SIGN REQUEST CODES:
902 – Sign Footings *(Inspections required for 6ft. high or greater.)*

FOR GENERAL LICENSES & PERMITS INFORMATON, PLEASE CALL:

Permits (All Types) ..... (410) 313-2455
Electrical and
Plumbing Licensing..... (410) 313-2455

FOR GENERAL INSPECTIONS & ENFORCEMENT INFORMATION, PLEASE CALL:

Building/Fire ..... (410) 313-1810
Electrical..... (410) 313-1820
Mechanical/HVAC..... (410) 313-1840
Plumbing ..... (410) 313-1840
Sediment Control..... (410) 313-1855
Signs ..... (410) 313-1830