

County Council of Howard County, Maryland

2025 Legislative Session

Legislative Day No. 6

Resolution No. 96 -2025

Introduced by: The Chairperson at the request of the County Executive

Short Title: Fees, Fines and Charges – Department of Inspections, Licenses and Permits

Title: A RESOLUTION approving schedules of fees, fines and charges for functions regulated by the Howard County Department of Inspections, Licenses and Permits.

Introduced and read first time _____, 2025.

By order _____
Michelle Harrod, Administrator

Read for a second time at a public hearing on _____, 2025.

By order _____
Michelle Harrod, Administrator

This Resolution was read the third time and was Adopted____, Adopted with amendments____, Failed____, Withdrawn____, by the County Council on _____, 2025.

Certified By _____
Michelle Harrod, Administrator

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN SMALL CAPITALS indicates additions to existing law; ~~Strike-out~~ indicates material deleted by amendment; Underlining indicates material added by amendment

1 **WHEREAS**, Section 3.101 of the Howard County Code requires the County Council to
2 adopt by Resolution a schedule of fees for all permits issued by the Department of Inspections,
3 Licenses and Permits, including Building Permits and Fire Protection Permits; and
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5 **WHEREAS**, Section 3.404 of the Howard County Code authorizes the County Council
6 to adopt by Resolution a schedule of fees for administration of the erosion and sediment control
7 program; and
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9 **WHEREAS**, Section 3.210 of the Howard County Code requires the County Council to
10 adopt a schedule of fees to be charged for electrical licenses and license examinations; and
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12 **WHEREAS**, Section 3.222 of the Howard County Code requires the County Council to
13 adopt by Resolution a schedule of fees for electrical permits, permit applications, and
14 inspections; and
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16 **WHEREAS**, Section 3.305 of the Howard County Code requires the County Council to
17 adopt by Resolution a schedule of permit fees for plumbing, gas fitting and on-site utility work
18 and
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20 **WHEREAS**, Section 3.304 of the Howard County Code requires the County Council to
21 adopt a schedule of fees for licensing of on-site utility contractors; and
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23 **WHEREAS**, Section 3.509 of the Howard County Code requires the County Council to
24 adopt a schedule of fees for a sign permit; and
25

26 **WHEREAS**, the Cooperative Agreement dated January 28, 1998 between the Maryland
27 State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors and
28 Howard County, which was entered into under Section 9A-205 of the Business Regulation
29 Article of the Annotated Code of Maryland, requires the County to develop and implement a
30 permit and inspection process to ensure that residential central heating/cooling systems are
31 installed in accordance with applicable codes; and

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2 **WHEREAS**, rental housing licenses fees are charged pursuant to Section 14.901 of the
3 Howard County Code, which provides for the licensing of rental housing and requires the
4 County Council to adopt by Resolution a schedule of fees for rental housing licenses; and
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6 **WHEREAS**, Section 8.406 of the Howard County Code requires the Department of
7 Inspections, Licenses and Permits to annually inspect shooting ranges; and
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9 **WHEREAS**, Section 14.103 of the Howard County Code requires the County Council to
10 adopt by Resolution a schedule of fees for the issuance and renewal of certificates, licenses, and
11 taxicab permits and a schedule of rates to be charged by taxicabs for transporting passengers and
12 luggage; and
13

14 **WHEREAS**, Sections 16.501 and 16.502 of the Howard County Code require the
15 County Council to adopt by Resolution a schedule of fees for mobile home park licenses; and
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17 **WHEREAS**, Section 17.301 of the Howard County Code requires that the County
18 Council adopt by Resolution a schedule of fees for animal licensing; and
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20 **WHEREAS**, Section 14.1005 of the Howard County Code requires the County Council
21 to adopt a schedule of fees for an application and a license for a pawnbroker or secondhand
22 dealer establishment license and an employee license; and
23

24 **WHEREAS**, for Fiscal Year 2026, the County Executive, upon the recommendation of
25 the Director of Inspections, Licenses and Permits, has proposed no changes to the fees for
26 functions regulated through the Department of Inspections, Licenses and Permits.
27

28 **NOW, THEREFORE, BE IT RESOLVED** by the County Council of Howard County,
29 Maryland this ____ day of _____, 2025, that it adopts the fee schedules attached to this
30 Resolution for functions regulated by the Howard County Department of Inspections, Licenses
31 and Permits.

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AND BE IT FURTHER RESOLVED that the fee schedules shall be effective July 1,

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2025 and shall remain in effect until changed or repealed by subsequent resolution of the County

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Council.

TECHNOLOGY FEE

The Technology Fee is adopted pursuant to Section 3.101(b) of the Howard County Code, which authorizes the County Council to adopt, by resolution, a schedule of fees for permits issued by the Department of Inspections, Licenses and Permits.

Technology Fee

In order to defray the cost of maintaining and enhancing the permit processing computer system for the Department of Inspections, Licenses and Permits, a technology fee is established and will be collected on all permits and licenses issued, except those listed below. The amount of the technology fee is 10% of the fee for the license or permit issued.

Exemption from Technology Fee

The technology fee is not assessed on:

- Animal licenses
- Concert permits
- Mobile home park licenses
- Shooting ranges
- Taxicab driver licenses

**SCHEDULE OF FEES
FOR BUILDING, GRADING
& MISCELLANEOUS CONSTRUCTION PERMITS**

Building permit fees, fire protection fees, and grading permit fees are adopted pursuant to Section 3.101 of the Howard County Code, which authorizes the County Council to adopt, by resolution, a schedule of fees for those permits. Fees for archive and record research are adopted pursuant to the Maryland Public Information Act.

ADMINISTRATION

Terms and Definitions

Terms and definitions used in this fee schedule are defined in the Howard County Building Code.

No Permit Fees Required

A permit is required but there shall be no permit fees for work on buildings and structures owned by the following groups or organizations: Howard County, Maryland; the Howard County Board of Education; the Howard Community College; the Howard County Fair Association; and an incorporated volunteer fire department.

APPLICATION AND Filing Fees

All application and filing fees are non-refundable and are payable at the time an application is made for a permit.

Permit Fees

Permit fees are paid at the time of application for all other permit types except:

1. New construction or additions to an existing building;
2. Alterations and repairs to attached single family dwellings; and
3. Alterations to previously occupied spaces.

Transfer of a permit application or permit

Requests to transfer a building or grading permit application or permit for change of ownership or contractor shall contain written justification for the transfer.

Fee to transfer a permit application or permit	\$50
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Extension of a permit or a permit application

Requests to extend **or reactivate** a building or grading permit application or permit shall contain written justification for the extension.

Fee to extend a permit application or permit	\$50 per each
(fee is per each 90 day extension; the sum of all extensions shall not exceed 1 year).	90-day extension

Any Building, Fire Protection, HVAC, Plumbing, Electrical and Sign Permits

Applicable to:

1. All residential amendments after the first revision of a permit

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|----|--|---------------|
| 2. | application; or
Any revision or amendments after a permit has been approved
for Issuance | \$50/revision |
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Residential Permit Revision

Applicable building, excise tax and school surcharge are assessed separately.	\$50 per amendment
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Commercial Permit Revision

Revisions initiated by applicant and not as a result of Howard County action. Applicable building and excise tax are assessed separately.	\$200 per revision
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Reinspection Fee

2 failures of the same inspection	\$100
3 failures of the same inspection	\$125
4 or more failures of the same inspection	\$175

Inspection outside business hours.

Overtime fee for inspection outside business hours	
1st hour	\$125
Each additional hour or fraction of an hour	\$100

Annual master building permit (Miscellaneous Alterations and additions)

Permit fee	\$50
Inspections (billed quarterly)	\$75 1st hour \$50/addl.hour

Permit fee for work commenced without a permit	\$100
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Verification Letters

Request shall be in writing, fee paid at time of request.	\$100 per research address
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Replacement Permit, per copy (includes placard)	\$25 per address
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Multiple Plan Review

After 1 st resubmittal. Fee applies to additional review.	\$200
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BUILDING PERMIT & MISCELLANEOUS FEES

These fees are adopted pursuant to Section 3.101 of the Howard County Code which authorizes the County Council to adopt, by resolution, a schedule of fees for building permits.

New Construction or Addition to Existing Building – Filing Fee Required

Residential single family, per new gross square foot	\$0.25
Multi-family and other new construction or additions to buildings, Regular review per new gross square foot	\$0.30
Commercial Expedited review per new gross square foot up to 2,500 square feet	\$750
2,501 to 5,000 square feet	\$1,500
For review of projects over 5,000 square feet the fee shall be \$750 for each additional 2,500 square feet of area or fraction thereof.	

Filing fee, in addition to the Permit Fee and Foundation Fee	
New residential construction	\$100
Additions to residential construction	\$50
Commercial construction & additions	\$200

Foundation permit fee	
Requires prior approval, payment of all applicable fees associated with the building permit and payment of water/sewer utility fees.	\$200

Alterations & Repairs to Attached and Detached Single Family Dwellings (Use Group R-3 & R-4, per Section 310 of the International Building Code)

Filing fee (nonrefundable)	\$25
Single/small room or area (200s.f. or less)	\$50
More than single floor or area (over 200 s.f.)	\$100

Manufactured homes (mobile homes) (No filing fee required)

Relocation or new installation	\$50
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Burning Permits (No filing fee required)

Tenant Improvements Other than Use Group R-3 (per Section 310 of the International Building Code)

<i>First Occupancy for Each Tenant Space for a Shell Building (Filing fee required)</i>	
Per permit	\$250

Alterations to Previously Occupied Spaces

<i>Minor Alteration</i>	
A minor alteration is the relocation, addition, or removal of non-bearing	

walls, partitions, windows and equipment, affecting an area less than 500 square feet.

Filing Fee	Not Required
Permit fee	\$200

Other than Minor Alteration

To calculate the fee for a building permit for an alteration to a previously occupied space of 500 square feet or more, determine the square footage of the area to be altered and apply the following:

Filing fee	\$200
Per square foot	\$0.22

Private Swimming Pools (No filing fee required)

Permit includes fence and grading

Above-ground pool	\$100
In-ground pool	\$250

Public Swimming Pools (No filing fee required)

Permit includes equipment and fences, but does not include grading or buildings.

Above-ground pool	\$250
In-ground pool	\$250

Retaining Walls (No filing fee required)

No permit required for retaining walls 3 feet high or less

Retaining walls over 3 ft high	\$50
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Miscellaneous Structures Accessory to Attached and Detached Single Family Dwellings (Use Group R-3, per Section 310 of the International Building Code)

(No filing fee required)

Miscellaneous residential structures include, but are not limited to:

arbor over 200 square feet	hot tubs (framing plans required)
stick antenna over 12 ft high	gazebo over 200 square feet
chimney	solar collector (roof or ground mounted)
fireplace	dish antenna over 36 inches in diameter
deck	shed over 200 square feet and less than or equal to 400 square feet
wood stove	residential bridge
demolition	playhouse over 200 square feet
tower	
fence over 7 feet high	

Per structure	\$50
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**Miscellaneous and Temporary Structures other than Use Group R-3
(per Section 310 of the International Building Code)
(No filing fee required)**

Miscellaneous structures other than residential include, but are not limited to the following:

satellite dish	antenna
arbor	tower
trellis	awning
detached kiosk	solar collector (roof or ground mounted)
loading dock	truck ramp
demolition	temporary construction/office trailer
fence over 7 feet high	temporary structures (including tents)

Per structure	\$100
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Commercial solar panel permit fee:

Non-refundable filing fee required	\$50
1-500 panels	\$100
501-1000 panels	\$200
1001-1500 panels	\$300
1501-2000 panels	\$400
2001-2500 panels	\$500
2501-3000 panels	\$600
3001 panels and above	\$.22 per panel

Moving Permit (No filing fee required)

Moving a building (in addition to permit fees for the construction of the foundation and other associated work)	\$125
Inspection of out-of-county structure	\$150 per day plus \$.35 per mile each way

Flammable or Combustible Liquid Storage Tank (No filing fee required)

Installation or removal, per tank	\$100
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FIRE PROTECTION PERMIT FEES

Fire protection fees are adopted pursuant to Section 3.101 of the Howard County Code, which authorizes the County Council to adopt a schedule of fees for permits issued by the Department of Inspections, Licenses and Permits.

Filing Fee (nonrefundable) **\$50**

No Permit Fees Required

A permit is required but there shall be no permit fees for work on buildings and structures owned by the following groups or organizations: Howard County, Maryland; the Howard County Board of Education; the Howard Community College; the Howard County Fair Association; and an incorporated volunteer fire department

Extension of a permit or a permit application

Requests to extend a fire protection permit application or permit shall contain written justification for the extension.

Fee to extend a permit application or permit (fee is per each 90 day extension; the sum of all extensions shall not exceed 1 year).	\$50 per each 90 day Extension
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Transfer of a permit application or permit

Requests to transfer a fire protection permit application or permit for change of ownership shall contain written justification for the transfer.

Fee to transfer a permit application or permit	\$50
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Fire Protection Permit Revision

Applicable to:

- | | |
|---|---------------|
| 1. All revisions after the first revision of a permit application; or | |
| 2. Any revisions after a permit has been approved for issuance | \$50/revision |

Automatic Sprinkler Systems

The fee for the sprinkler permit is based on the number of sprinkler heads in the building.

Permit fee for:	
1 - 20	\$75
21 - 100	\$100
101 - 200	\$200
201 - 300	\$300
over 300	\$1/spklr. head

1 & 2 family dwellings (including townhouses)	\$75/dwelling
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Sprinkler Main Piping and Miscellaneous Automatic Sprinkler Permit Fee: For other sprinkler system equipment; Valve replacement, PRV's, Water Tanks, etc., (Not part of potable water supply)	\$100/system
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Standpipe Systems

Standpipe system-each riser \$50

Other Fire Suppression Systems

Includes all engineered and pre-engineered systems utilizing carbon dioxide, halon, wet and dry chemical, and foam per system \$75/system

Fire Alarm and Detection Systems

Fire alarm or detection system \$75/system

Non-flammable Medical Gas Systems \$100/system

Annual Master Fire Protection Permit

Permit fee \$50

Inspections (billed quarterly) \$75 1st hour

\$50/addl. hr.

Inspection outside business hours

Overtime fee for inspection outside business hours

1st hour \$125

Each additional hour or fraction of an hour \$100

Reinspection Fee

2 failures of the same inspection \$100

3 failures of the same inspection \$125

4 or more failures of the same inspection \$175

GRADING, DRAINAGE, AND EROSION CONTROL PERMIT FEES

These fees are adopted pursuant Section 3.404(c) of the Howard County Code which authorizes the County Council to adopt, by resolution, a schedule of fees for the administration and management of the sediment control program.

Calculating cost of permit

To calculate the cost of a permit for grading, drainage or erosion control, determine the estimated cost of the work based on quantities provided by the applicant and unit costs established by the Department of Inspections, Licenses & Permits (attached hereto as Exhibit “A”), and apply the following:

Per Cost Estimate	9% of the cost from the Grading and Sediment Control Unit Cost
Filing fee (in addition to permit fee) (The filing fee is nonrefundable)	\$50
Utility company trenching operations	
1st 500 feet of utility company trenching operations	\$100
Each additional 500 feet or fraction of 500 feet	\$50
Standard Sediment Control Plan for Minor Grading and Land Development	
Per standard plan	\$50
Filing fee required	\$50
Revision/Amendment Fee for Grading	\$50
Permit Fee for Work Commenced Without a Permit	\$100

ELECTRICAL FEE SCHEDULES

Electrical permit fees are adopted pursuant to Section 3.222 of the Howard County Code which requires the County Council to adopt, by Resolution, a schedule of fees for electrical permits, permit applications, and inspections.

Electrical license fees are adopted pursuant to Section 3.210 of the Howard County Code which requires the County Council to adopt, by resolution, a schedule of license fees for electricians.

Administration

No Permit Fees Required

A permit is required but there shall be no permit fees for work on buildings and structures owned by the following groups or organizations: Howard County, Maryland; the Howard County Board of Education; the Howard Community College; the Howard County Fair Association; and an incorporated volunteer fire department.

Permit Application Fee (nonrefundable)

\$50

Permit Amendment Fee

\$50 per permit plus the fee difference based on the new permit total

Technology fee

A 10% technology fee will be collected on all permits and electrician license fees. (does not apply to application fee or to base fee for amendments)

Extension of a permit or a permit application

Requests to extend an electrical permit application or permit shall contain written justification for the extension.

Fee to extend a permit application or permit (fee is per each 90 day extension; the sum of all extensions shall not exceed 1 year).

\$50 per each 90 day Extension

Reinspection fee

2 failures of the same inspection	\$100
3 failures of the same inspection	\$125
4 or more failures of the same inspection	\$175

Inspection outside business hours

Overtime fee for inspection outside business hours

1st hour

\$125

Each additional hour or fraction of an hour

\$100

Permit fee for work commenced without a permit

\$100

FEES FOR ELECTRICIANS' LICENSES OR REGISTRATIONS

These fees are adopted pursuant to Section 3.210 of the Howard County Code which requires the County Council to adopt, by resolution, a schedule of fees for electricians.

Type of License or Registration (Active or Inactive)

Master Electrician General*	\$100
Master Electrician Restricted*	\$100
Master Electrician Limited*	\$100
Late fee/License or Registration Restoration Fee	\$50 plus the license or registration fee
Local Jurisdiction Reciprocity Administration Fee	\$50
Examination Fee	\$25

*** NOTE:** License or registration is valid for two years. An individual who applies for a license or registration between December 1 and November 30 of the second year of the term shall pay ½ of the established fee.

ELECTRICAL PERMIT FEE SCHEDULE

These fees are adopted pursuant to Section 3.222 of the Howard County Code which requires the County Council to adopt, by Resolution, a schedule of fees for electrical permits.

Equipment List

All electrical permit applications must include a detailed equipment list including a count of outlets, switches, and specifying all equipment to be installed. Permits which included new service and/or feeders, 200 AMPS or less, and not associated with a building permit may not require plans. Also, additional plans are not required when they have been submitted as part of an approved building permit. All others must be accompanied by 2 sets of plans, prepared and sealed by a Maryland professional engineer, architect, or licensed electrician.

COMMERCIAL

Outlets: includes receptacles, luminaries, switches, motors 5 HP or less, vav boxes with no electric heat, 120 volt smoke detectors, emergency/exit lights, 120 volt plug in equipment, solar panels, or similar

25 or less	\$50
26 to 100	\$150
over 100	\$150 plus \$25 for each additional 100 outlets, or portion thereof, over 100

Equipment/appliances: includes HVAC, transformers, ups, motors above 5 hp, water heaters, inverters, medical equipment, elevator feeder only, hot tubs, or similar equipment

1 st piece of equipment included	\$50
2 or more additional	\$5 each

Transfer Switch	\$50 each
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Service: list each service separately

up to 200 amps	\$50 each
201-400 amps	\$150 each
401-800 amps	\$200 each
over 800 amps	\$200 plus \$25 for each 100 amps over 800

Panel feeders and sub panels: does not include transformer secondary panels

Up to 200 amps	\$50 each
201-400 amps	\$75 each

401-800 amps	\$100 each
Over 800 amps	\$100 plus \$20 for each 100 amps above 800

Elevators/escalators: does not include plug in chair lifts

1 st elevator or escalator	\$200
each additional elevator or escalator	\$50

Generators:

0-50 kw	\$100 each
51-500 kw	\$300 each
over 500 kw	\$500 each

Low voltage systems: includes telephone, television, alarm systems, intercoms, magnetic doors, fiber optic, satellite, lighting, and similar low voltage systems

up to 50 devices	\$20
each additional 25 devices	\$5

Swimming pools:

Each pool	\$250
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RESIDENTIAL

Residential Flat Rate Schedule (New Construction)

1 or 2 family dwelling (0-200 amp service)	\$150
1 or 2 family dwelling (over 200-400 amp service)	\$200
1 or 2 family dwelling (over 400-600 amp service)	\$300
1 or 2 family dwelling (over 600 amp service)	\$500
Multi-family dwelling (includes service & common area wiring)	\$100 per unit

Residential Service Heavy Up (per service/feeder)	\$50
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Residential Alteration & Additions

If no more than 10 outlets, **no permit application fee required**

Where there are more than 50 outlets with service change or subpanel installation use the residential flat rate schedule.

Flat Fee	\$50
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Multi-family Flat Fee	\$50/Apt Unit
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Telephones, Alarm Systems, Central Vacuums, Intercoms & Similar Low Voltage Systems

No charge for telephone wiring when it is completed and ready for inspection at the same time as contractor's wiring.

Flat Fee	\$20
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Residential elevator or generator

Each elevator/generator	\$50
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Swimming Pools

Flat fee	\$100
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Hot tub	\$50
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BGE Green Express Permit

(no permit application fee)

\$35

Each Generator

\$100

SPECIAL PERMITS AND FEES

Illuminated Signs

First sign	\$20
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Each additional sign	\$5
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Demolition

Permit required for demolition	\$50
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Pole Construction Services

\$50

Mobile Homes & Construction Trailers

\$50

Carnival & Fairs

Inspection of installations on grounds	\$50
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Annual Master Electrical Permit

Permit fee	\$50
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Inspections (billed quarterly)	\$75 1 st hour/\$50 each additional hour
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PLUMBING FEES

These fees are adopted pursuant to Sections 3.304(c) and 3.305(j) of the Howard County Code which requires the County Council to adopt, by resolution, a schedule of permit fees for plumbing, gas fitting and on-site utility work and a schedule of fees for licensing of on-site utility contractors.

Administration

There shall be no permit fees for work on the following:

1. Commercial or residential Maryland state-certified industrialized buildings will not be assessed a fee for fixtures that have been included with the certification.
2. Plumbing work on buildings owned by Howard County, Maryland, the Howard County Board of Education and the Howard County Community College requires plumbing permits, but is exempt from permit fees.

Reinspection

2 failures of the same inspection	\$100
3 failures of the same inspection	\$125
4 or more failures of the same inspection	\$175

Inspection outside business hours

Overtime fee for inspection outside business hours	
1st hour	\$125
Each additional hour or fraction of an hour	\$100

Permit fee for work commenced without a permit	\$100
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Annual master plumbing permit

Permit fee	\$50
Inspections (billed quarterly)	\$75 for 1st hour \$50 per addnl. hour

On-site utility contractor license	\$70 per year
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SCHEDULE OF PLUMBING PERMIT FEES

Fees are adopted pursuant to Section 3.305 of the Howard County Code which requires the County Council to adopt, by resolution, a schedule of permit fees for plumbing, gas fitting and on-site utility work.

Filing Fee (for other than Express Plumbing Permit)	\$50
Permit Amendment Fee	\$50 per permit plus the fee difference based on the new permit total
Express Plumbing Permit (up to 5 fixtures) No filing fee required Express plumbing permits are (1) non refundable and (2) expire one-year from the date of issuance if no inspection has occurred.	\$50
Extension of a permit or a permit application Requests to extend a plumbing permit application or permit shall contain written justification for the extension. Fee to extend a permit application or permit (fee is per each 90 day extension; the sum of all extensions shall not exceed 1 year)	\$50 per each 90 day extension
Residential Plumbing Minimum charge (includes first fixture) Each additional fixture Exceptions: Sump pump, laundry tray pump, sewer ejector, swimming pool pump, hot water heater, hot water boiler (each fixture - replacement only)	\$25 \$5 \$25 each
Commercial Plumbing or Gas Connection (Natural or Bottled) Minimum charge (includes first fixture or first appliance) Each additional fixture or gas appliance connection Exceptions: Sand trap or filter, oil or grease interceptor, acid neutralization basin, swimming pool pump, heated pressure vessel or heating device, hot water boiler, hot water heater, back flow preventer, make-up air unit, roof-top unit	\$50 \$5 \$50 each

Residential gas connection (natural or bottled)

Minimum charge (includes 1st appliance connection)	\$25
Each additional appliance connection	\$5

Storm piping, gas piping, water piping and sanitary piping (except sanitary and water piping 8" or larger).

First 200 feet	\$100
Each additional 100 feet or fraction thereof	\$25

Connection at right-of-way or building.

Water connection	\$50
Sewer connection	\$50

Cap off for gas, water, storm, sanitary system	\$50
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HEATING, VENTILATION, AIR-CONDITIONING, AND REFRIGERATION PERMIT

This fee is adopted pursuant to a Cooperative Agreement between the Maryland State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors and Howard County, which was entered into under Section 9A-205 of the Business Regulation Article of the Annotated Code of Maryland. Under the terms of the Cooperative Agreement, the County is required to develop and implement a permit and inspection process to insure that residential central heating/cooling systems are installed by licensed contractors in accordance with applicable codes.

Application Fee (nonrefundable)	\$50
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Residential Heating, Ventilation, Air-Conditioning, and Refrigeration Permit

Permit to install residential heating/cooling system in:

Multi-family or multi-occupancy residential dwelling, per dwelling unit (apts or condos) and per room(hotel/motel)	\$80
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Single-family attached or single-family detached dwelling, per heating/cooling zone	\$40
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Extension of a permit or a permit application

Requests to extend a heating, ventilation, air-conditioning and refrigeration permit application or permit shall contain written justification for the extension.

Fee to extend a permit application or permit (fee is per each 90 day extension; the sum of all extensions shall not exceed 1 year).	\$50 per each 90 day Extension
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Permit Amendment Fee	\$50/permit Plus the fee difference based on the new permit total
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Reinspection Fee

2 failures of the same inspection	\$100
3 failures of the same inspection	\$125
4 or more failures of the same inspection	\$175

Inspection outside business hours.

Overtime fee for inspection outside business hours	
1st hour	\$125
Each additional hour or fraction of an hour	\$100

Permit fee for work commenced without a permit	\$100
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**Commercial Heating, Ventilation, Air Conditioning & Refrigeration Permit
Permit to install Commercial heating/cooling system in:**

Non-Refundable Filing/Application fee	\$50
Minimum Permit Fee	\$80
Mechanical HVAC unit replacement	\$80
All new and commercial alterations charged	\$0.12/Sq Ft
Exception S1 and S2 Occupancies charged	\$0.06/Sq Ft
Technology fee assessed based on total of Permit fee and Sq Ft fee.	

SCHEDULE OF RENTAL HOUSING LICENSE FEES

Rental housing licenses fees are charged pursuant to Section 14.901 of the Howard County Code which provides for the licensing of rental housing and requires the license fees to be set by resolution of the County Council.

Applies only to rental housing for which a rental housing license is required pursuant to the Howard County Code

Rental Housing Licenses

There may be a full refund if an inspection of the property has not been conducted.

Half of the license fee may be refunded if, within the first year of the license, the property ceases to be used as a rental property.

The license fee is non-refundable if inspection has been made or if, during the second year of the license, the property ceases to be used as a rental property.

A 10% technology fee will be collected on all rental housing licenses.

Type of Housing	Biennial License Fee
<u>3 or More Family Dwelling Units</u> (apartments). Occupants in this use type are not transient and do not require supervision	\$85.00 per dwelling unit
<u>1 or 2 Family Dwelling Units</u> (single family detached, single family townhouse, duplex, individually owned condominium apartment, mobile home). Occupants in this use type are not transient and do not require supervision.	\$85.00 per dwelling unit
<u>Assisted Living Unit</u> (1 or 2 Family Dwelling Unit or a 3 or More Family Dwelling Unit). Occupants in this use type are typically elderly and require 24 hour supervision.	\$50.00 per sleeping room
<u>Group Home Unit</u> (1 or 2 Family Dwelling Unit or a 3 or More Family Dwelling Unit). Occupants in this use type are typically adults requiring supervised independent living.	\$50.00 per sleeping room
<u>Rooming Unit</u> (A single sleeping room). Occupants in this use type are not transient. Owners must reside in the home to qualify as a rooming unit. Two or more rooming units require a license.	\$50.00 per sleeping room
<u>Hotels, Motels, Bed and Breakfast Units</u> (1 Or 2 Family Dwelling unit or a 3 or More Family Dwelling Unit).	

Occupants in this use type are transient in nature, making use of the facility for a period of less than 30 days.	\$50.00 per sleeping room
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Other charges

Transfer of license fee	\$20
Late fee for restoration of an expired license after the billing period	\$25 plus the license fee
Late fee for bills unpaid	
After 30 days	\$15
After 60 days	\$25

Investigative Fee	\$100
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Reinspection Surcharge

A reinspection surcharge shall be imposed for properties which required more than one reinspection to verify or determine compliance with a notice of violation issued. The surcharge does not apply if the applicant did not contribute to the need for the reinspection.

2nd Reinspection (3 rd visit to inspect)	\$100
3rd Reinspection (4 th visit to inspect)	\$125
4th Reinspection (5 th visit to inspect)	\$175

PAWNBROKER OR SECONDHAND DEALER ESTABLISHMENT AND EMPLOYEE LICENSING FEES

These fees are adopted pursuant to Section 14.1005 of the Howard County Code which requires the County Council to adopt a fee schedule for license applications and for 2-year licenses for pawnbroker or secondhand dealer establishments, and employees of a pawnbroker or secondhand dealer establishment.

Application Fees

Pawnbroker or secondhand dealer establishment	\$500
Employee	\$50

2-year License Fees

Pawnbroker or secondhand dealer establishment	\$240
Employee	\$90

MOBILE HOME PARK LICENSES

These fees are adopted pursuant to Section 16.501 and 16.502 of the Howard County Code which requires mobile home parks to be licensed and Section 16.502 which requires the County Council to set the license fee by resolution.

Annual license fee

Per each 10 mobile home sites or fraction thereof	\$50
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Transfer of mobile home park license	\$25
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SIGN PERMIT FEE SCHEDULE

This fee is adopted pursuant to Section 3.509(c) of the Howard County Code which provides that fees for sign permits shall be determined from time to time by resolution of the County Council.

Size of Sign	Fee
Less than 25 square feet	\$50
25 square fee to 32 square feet	\$75
Over 32 square feet	\$200
Inspection of a sign erected before a permit was obtained	\$50 plus the cost of the sign permit
Permit Amendment Fee	\$50/permit plus the fee difference based on the new permit total

ANIMAL LICENSE FEE SCHEDULE

These fees are adopted pursuant to Section 17.301 of the Howard County Code which provides that the County Council shall adopt a resolution approving a schedule of fees for animal licensing.

Class	Fee
Non-neutered animal	\$24
Neutered animal	\$6
Animal fancier (3 or more animals)	\$50
Multi-animal (3 or more neutered animals)	\$12
Replacement License Tag	\$1

Notes:

- (1) Citizens 62 years of age and older pay 50% of the established fee schedule.
- (2) The license fee is refundable if the animal dies within 30 days of being adopted from the Howard County Animal Shelter.
- (3) The license fee is refundable if the animal is returned to the Howard County Animal Shelter within 30 days of being adopted.
- (4) The difference in fee is refundable when the animal is sterilized within 60 days of being adopted from the Howard County Animal Shelter.

- (5) If a dog is actually in use in a service or therapeutic setting, no license fee is charged for a service dog trained to provide physical support for individuals who are hearing, visually, or mobility impaired.

SHOOTING RANGES

This fee is adopted pursuant to Section 8.406 of the Howard County Code which requires the Department of Inspections, Licenses and Permits to annually inspect shooting ranges.

Annual inspection fee

\$50

TAXICAB FEES

These fee and charges are set pursuant to Section 14.103 of the Howard County Code which requires the County Council to approve a schedule of fees for taxicab certificates, licenses, and permits and a schedule of rates for taxicab service.

Schedule of Fees for Taxicab Licenses

Company Certificate fee (2 year license)	\$240 biennially
Permit to Operate a Taxicab (per vehicle)	\$100 annually
Taxi Driver License (Initial or Renewal-per Driver; 2 year license)	\$90 biennially
Replacement of lost or stolen license	\$15

NOTE:

1. Certificates & Licenses Expire July 1.
2. Permits expire July 1, annually

Schedule of Rates for Taxicab Service

First 3/8 mile (or fraction thereof)	\$1.90
Each additional 1/8 mile (or fraction thereof)	\$0.22
Each additional passenger over 8 years old	\$1.50
Each piece of luggage	\$1.00
Grocery bags handled by driver in excess of 6 bags	\$1.00 total for all excess bags
Except as provided, all pets not in a hand held carrier	\$1.00
Surcharge per trip for service during Howard County declared snow emergency	\$2.00
Surcharge for trips between 9:00 p.m. and 5:00 a.m.	\$2.00
Surcharge for trips across county border	\$2.50
Waiting time (per minute)	\$0.30
Service Fee for payment by credit card (per transaction)	
For transactions up to and including \$20.00	\$1.00
For transactions over \$20.00	\$2.50
Gasoline surcharge (per trip)	\$0.50
Van surcharge	\$4.00

NOTES:

1. Mileage is based on the taxi meter reading.
2. If the taxicab carries passengers to different destinations, the meter shall be reset after each passenger reaches the passenger's destination and pays the appropriate fare.
3. Passenger is responsible for payment of all tolls incurred during outbound and return trips.
4. The pet charge shall not be applied if the animal is a working service animal such as a search and rescue dog, contra-ban detection dog, seeing-eye dog, or other similar service animal that is trained to provide physical support to individuals who are hearing, visually, or mobility impaired.

Disturbed Area: _____

Exhibit A-FY26

Surety Amount: \$ _____

*Consistent with Council Resolution No. ____-2025, Grading Plans for lots with 2.0 acres or less of disturbance will be charged a fee of \$250.00. Grading Plans for lots with disturbances greater than 2.0 acres will be charged \$250.00, plus \$20.00 per each additional acre (or fraction thereof) based on the LOD.

HOWARD COUNTY
Department of Inspections, Licenses and Permits
Grading and Sediment Control Cost Estimate

Project Name: _____ Plan No.: _____

Work Description: _____

<u>Item Description</u>	<u>Unit Cost</u>	<u>Quantity</u>	<u>Item Subtotal</u>
Clearing and Grubbing	\$4000/ac		
Excavation	\$4.00/cy		
Borrow	\$7.00/cy		
Stabilized Const. Entrance	\$500 (commercial)\$125(residential)		
Dikes / Swales	\$3.00/lin. Ft		
Traps / Basins	\$750/ac. D.A		
Silt Fence	\$4.50/lin. Ft		
Super Silt Fence	\$8.00/lin. Ft		
Stabilization	\$3000/ac. (\$.63/sy)		
Inlet Protection	\$160.00 each		
Drywell	\$800.00 each		
			TOTAL: _____

Permit Fee (.09 x TOTAL): _____

Technology Fee (.10 x Total Permit Fee): _____

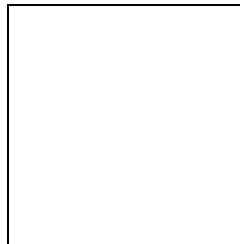
+ Filing Fee: \$50.00

Grading Plan Fees (if applicable) _____

TOTAL FEES DUE: _____

(Engineer seal required if **TOTAL** cost exceeds \$5,000.00)

Effective 7/1/25 FY26gradingcostestimate



*Consistent with Council Resolution No. ____-2025. Grading Plans for lots with 2.0 acres or less of disturbance will be charged a fee of \$250.00. Grading Plans (GP) for lots with disturbances greater than 2.0 acres will be charged \$250.00, plus \$20.00 per each additional acre (or fraction thereof) based on the LOD.

HOWARD COUNTY
Department of Inspections, Licenses and Permits
Grading and Sediment Control Cost Estimate

Project Name: _____ * Plan No.: _____

Work Description: _____

<u>Item Description</u>	<u>Unit Cost</u>	<u>Quantity</u>	<u>Item Subtotal</u>
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<u>Excavation</u>	\$4.00/cy		
<u>Borrow</u>	\$7.00/cy		
<u>Stabilized Const. Entrance</u>	\$500 (commercial)	\$125(residential)	
<u>Dikes / Swales</u>	\$3.00/lin. Ft		
<u>Traps / Basins</u>	\$750/ac. D.A		
<u>Silt Fence</u>	\$4.50/lin. Ft		
<u>Super Silt Fence</u>	\$8.00/lin. Ft		
<u>Stabilization</u>	\$3000/ac. (\$.63/sy)		
<u>Inlet Protection</u>	\$160.00 each		
<u>Drywell</u>	\$800.00 each		

TOTAL: _____

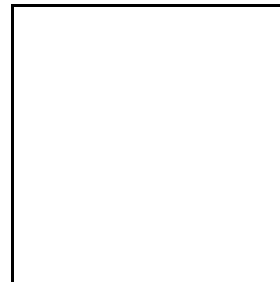
Permit Fee (.09 x TOTAL): _____

Technology Fee (.10 x Total Permit Fee): _____

+ Filing Fee: **\$50.00**

***GP Fees (if applicable):** _____

TOTAL FEES DUE: _____



(Engineer seal required if **TOTAL** cost exceeds \$5,000.00)