



Department of Planning & Zoning

HOWARD COUNTY MARYLAND GOVERNMENT
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Originals Requirements

Plan sheet size must be 24" x 36" with a ½" border along all edges of the plan (see sheet format in 'Signature Blocks, Standard Charts etc.'). No information or numbers shall be placed within the borders, except the assigned County file number. When more than 1 sheet is required, a sheet index chart shall be provided on sheet 1. All sheets in the set will be numbered as in this example (ie: Sheet 1 of 5, etc.). Provide DPZ with one (1) copy of an overall composite plan of the SDP if more than one plan sheet is required to delineate the site plan.

All originals submitted for signature approval must meet the following Department of Planning & Zoning SDP Original Requirements:

- a. Be made of durable, reproducible mylar material. No sepia paper, tracing paper, etc., will be accepted.
- b. Not be pieced, spliced, have "stick-ons" or "press-type" lettering.
- c. Have original seal and signature on all sheets of the plan of the Maryland registered professional engineer/surveyor/architect(s) authorized by appropriate section of Annotated Code of Maryland to prepare SDPs.
- d. Have on the appropriate sheets of the plan the original signature(s) of owner/developer/engineer and any required certificates.
- e. All required signatures and seals on the original drawings shall be in permanent ink. Water soluble felt tip pens and similar instruments shall not be used.