

Hub - My Enterprise | Manage Plan | Tyler Search | ePermits | City of Laurel | [cityoflaurel.org/permits/permits/epermits](https://portal.cityoflaurel.org/Energov_Prod/SelfService)

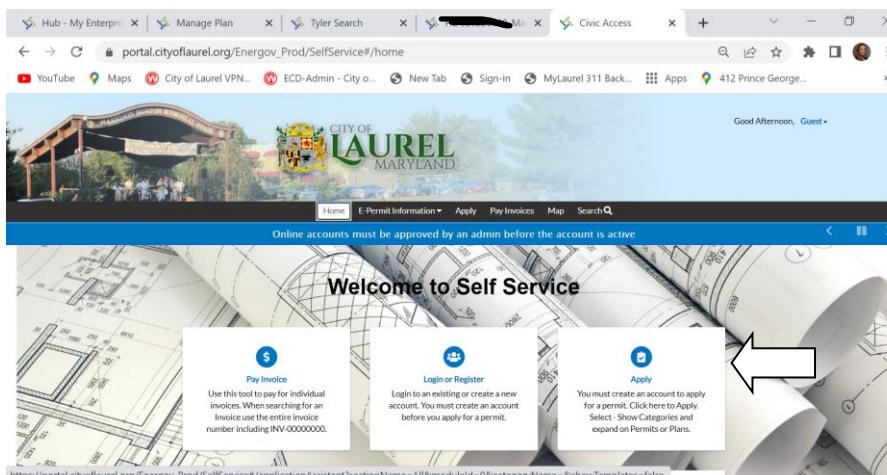
Misc Licenses including Alarms  
Residential Rental Licenses  
Pet Licensing  
Foreclosure Registration Program  
Property Standards & Code Enforcement  
Rain Check Rebate Program

Anyone wishing to apply for a permit within the City must now [create an online account](#). If the permit you wish to apply for is not available as an online application we have permits forms available for you to download.

Quick access instructions to create your account, apply online and make a payment are below.

[To access the RAP ePermits portal, click here.](#)

"Click on To access the RAP ePermits portal click here"



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Good Afternoon, Guest

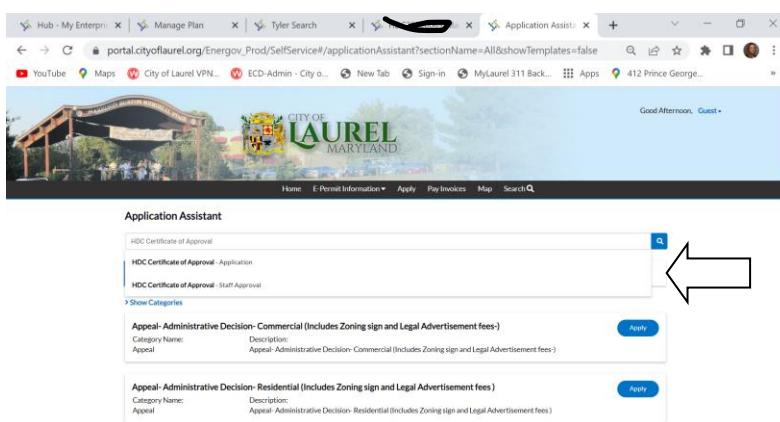
Home E-Permit Information Apply Pay Invoices Map Search

Online accounts must be approved by an admin before the account is active

Welcome to Self Service

Pay Invoice  
Login or Register  
Apply

Select Apply



Hub - My Enterprise | Manage Plan | Tyler Search | Application Assistant | [portal.cityoflaurel.org/Energov\\_Prod/SelfService#/applicationAssistant?sectionName=All&showTemplates=false](https://portal.cityoflaurel.org/Energov_Prod/SelfService#/applicationAssistant?sectionName=All&showTemplates=false)

Good Afternoon, Guest

Home E-Permit Information Apply Pay Invoices Map Search

Application Assistant

HDC Certificate of Approval

HDC Certificate of Approval - Application

HDC Certificate of Approval - Staff Approval

Show Categories

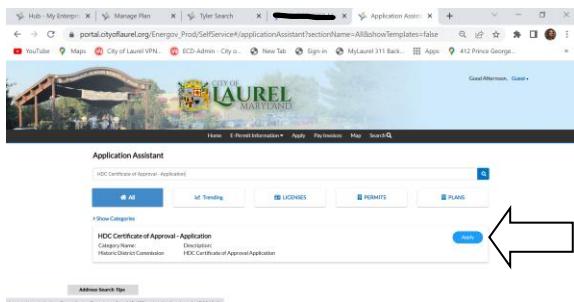
Appeal- Administrative Decision- Commercial (Includes Zoning sign and Legal Advertisement fees)

Category Name: Appeal Description: Appeal- Administrative Decision- Commercial (Includes Zoning sign and Legal Advertisement fees)

Appeal- Administrative Decision- Residential (Includes Zoning sign and Legal Advertisement fees)

Category Name: Appeal Description: Appeal- Administrative Decision- Residential (Includes Zoning sign and Legal Advertisement fees)

Type in HDC Certificate of Approval in the search bar



Hub - My Enterprise | Manage Plan | Tyler Search | Application Assistant | [portal.cityoflaurel.org/Energov\\_Prod/SelfService/applicationAssistant?sectionName=All&showTemplates=false](https://portal.cityoflaurel.org/Energov_Prod/SelfService/applicationAssistant?sectionName=All&showTemplates=false)

Good Afternoon, Guest

Home E-Permit Information Apply Pay Invoices Map Search

Application Assistant

HDC Certificate of Approval - Application

HDC Certificate of Approval - Staff Approval

Show Categories

All Trending Licenses Permits Plans

Select Application for regular request or staff approval for in kind requests.

Locations

TYPE

CONTACTS

MORE INFO

ATTACHMENTS

SIGNATURE

REVIEW AND SUBMIT

LOCATIONS

Please enter the complete address of the property.

Location

Add Location

+

REQUIRED

Create Template

Save Draft

Next

Select Add Location and enter in the address

Home My Dashboard E-Permit Information Apply My Work Pay Invoices Map Search

Good Afternoon, Brooke Quillin

Add Address As Location

SEARCH

8103 sandy

Select All

8103 SANDY SPRING RD, LAUREL, MD 20707

Parcel 1004472

Owner: LAUREL MAYOR & CITY COUNCIL OF

Zoom to

Address will populate then select it and click add

Locations

TYPE

CONTACTS

MORE INFO

ATTACHMENTS

SIGNATURE

REVIEW AND SUBMIT

LOCATIONS

Please enter the complete address of the property.

Type: Location

8103 SANDY SPRING RD,  
LAUREL, MD 20707

Main Address

Parcel Number

1004472

Main Parcel

Next

Create Template

Save Draft

Next

Click Next on the bottom right

Hub - My Enterprise | Manage Plan | Tyler Search | Apply for Plan |

portal.cityoflaurel.org/Energov\_Prod/SelfService#/plan/apply/282/0/0

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Apply for Plan - HDC Certificate of Approval - Application

Locations Type Contacts More info Attachments Signatures Review and Submit \*REQUIRED

PLAN DETAILS

The City of Laurel Historic District consists of seven individual, but contiguous districts as established in Sec. 11-2 of the City of Laurel Municipal Code. Located in the northernmost part of the City, all of these districts fall under the design review authority of the Historic District Commission. Click here for a link to the Maryland Association of Historic District. There you can find helpful resources such as contractor information, design guidelines and much more! <http://mhdc.org/>

This authorization does not by its issuance preclude or replace permits required by other departments or agencies. Please familiarize yourself with the Historic District Guidelines provided at <http://www.cityoflaurel.org/boards/commissions/historic-district-commission>

\* Plan Type: HDC Certificate of Approval - Apply

Description: Replace front door from brown wood to black metal, size will remain the same, style will change, new door will have different window pattern.



Type a detailed description of work

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portal.cityoflaurel.org/Energov\_Prod/SelfService#/plan/apply/282/0/0

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Locations Type Contacts More info Attachments Signatures Review and Submit

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Select Next



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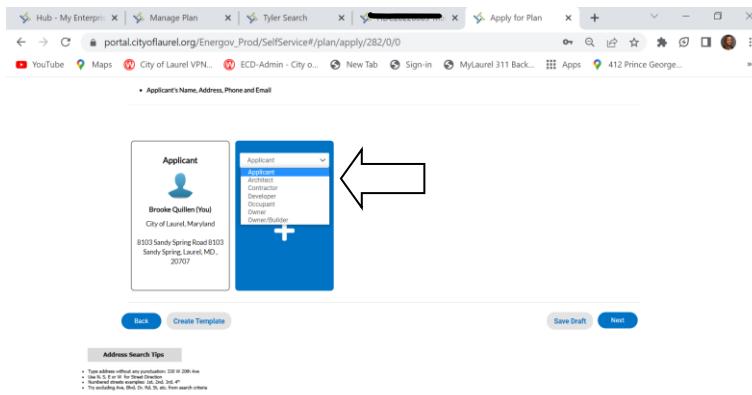
\* Applicant's Name, Address, Phone and Email

Applicant: Brooke Quillen (You)  
City of Laurel, Maryland  
8033 Sandy Spring Road 8103  
Sandy Spring, Laurel, MD 20707

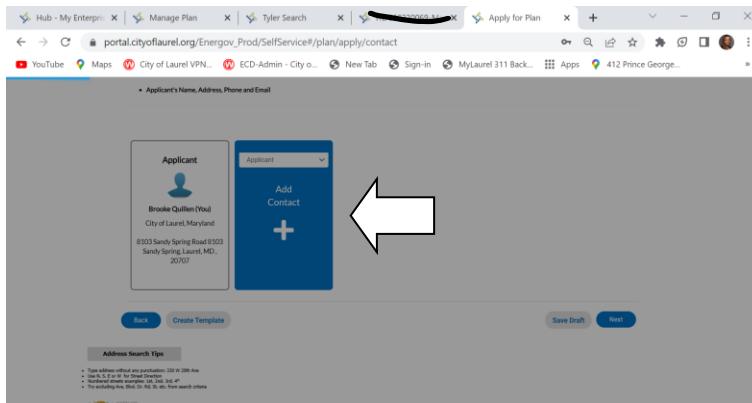
Select Type: Add Contact +



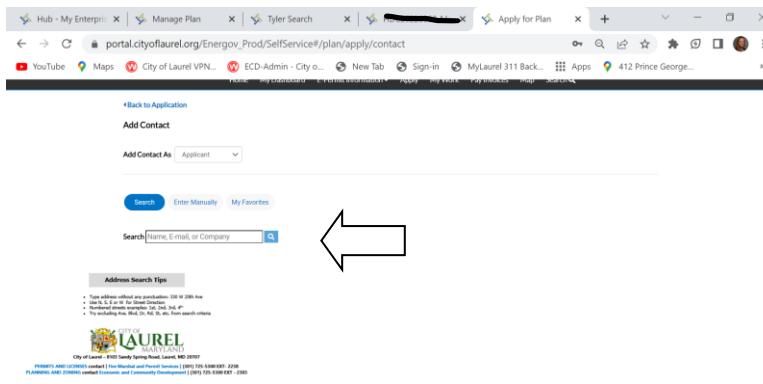
Click on Add Contact



Select who you are in the drop down list

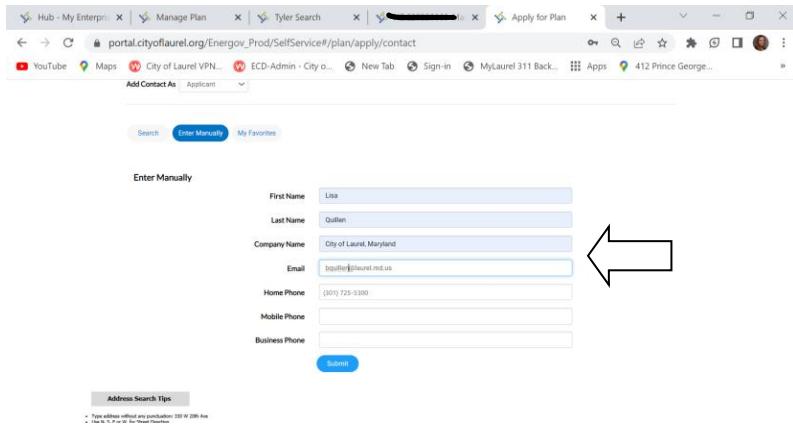


Click Add Contact again



Search for your information if you are already in the

system or enter manually if its your first time



Enter Manually

First Name: Lisa

Last Name: Quillen

Company Name: City of Laurel, Maryland

Email: bquillen@laurel.md.us

Home Phone: (301) 725-5300

Mobile Phone:

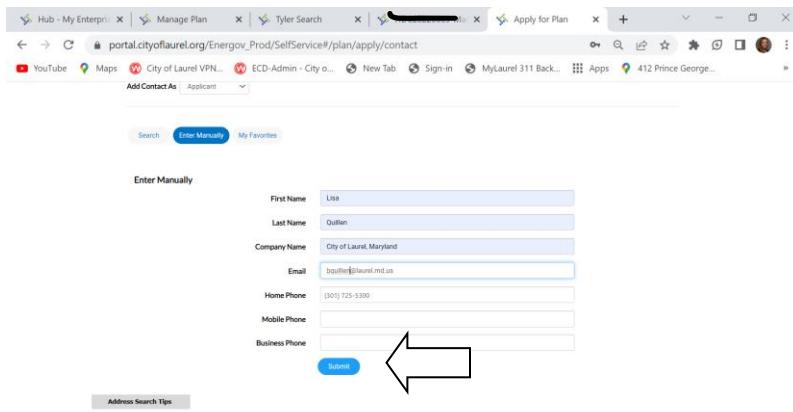
Business Phone:

**Submit**

**Address Search Tips**

Type address in field any location 300 W 20th Ave  
How to: I. I'm in... II. For Street Directions

Enter information in at least the required fields



Enter Manually

First Name: Lisa

Last Name: Quillen

Company Name: City of Laurel, Maryland

Email: bquillen@laurel.md.us

Home Phone: (301) 725-5300

Mobile Phone:

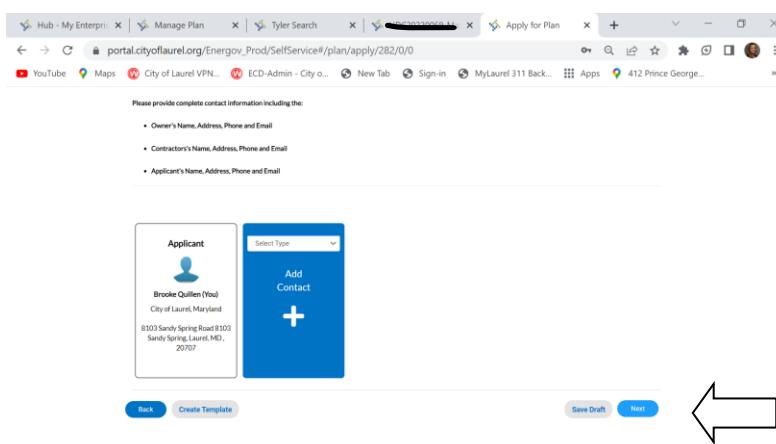
Business Phone:

**Submit**

**Address Search Tips**

Type address in field any location 300 W 20th Ave  
How to: I. I'm in... II. For Street Directions

Click Submit



Please provide complete contact information including the:

- Owner's Name, Address, Phone and Email
- Contractor's Name, Address, Phone and Email
- Applicant's Name, Address, Phone and Email

**Applicant**  
Brooke Quillen (You)  
City of Laurel, Maryland  
8103 Sandy Spring Road B103  
Sandy Spring, Laurel, MD, 20707

**Add Contact**

**Next >**

Click Next

Please provide the information below for the work to be performed.

**TYPE OF REQUEST (Check all that apply):**

\*Type of Request

<input type="checkbox"/> Sign
<input type="checkbox"/> Tree Removal
<input type="checkbox"/> Shutters
<input type="checkbox"/> Shed
<input type="checkbox"/> Roof
<input type="checkbox"/> Windows
<input type="checkbox"/> Paving
<input type="checkbox"/> Fence
<input type="checkbox"/> Garage
<input type="checkbox"/> Porch
<input type="checkbox"/> Paint
<input type="checkbox"/> Addition
<input type="checkbox"/> Demolition
<input type="checkbox"/> Other Provide Description

Type of Request is required.

Select Type of Request box

If you checked Other above, please provide a description below.

Description of Other

WORK DESCRIPTION (Please be as detailed as possible): "Example: Request to repaint dark blue porch white. New color will be Pure White Sherman Williams #3245, see current photos and paint sample."

\*Work Description

Work Description is required.

**Signs or Awnings**

\*COMPLETE FOR SIGNAGE or AWNING REQUESTS ONLY: (Check one)

Flatwall

Enter description of Other if necessary and Work Description again, if Signs or Awnings fill out all the information requested

For Signs and Awnings, please provide details described below.

Size

Material

Message

Colors

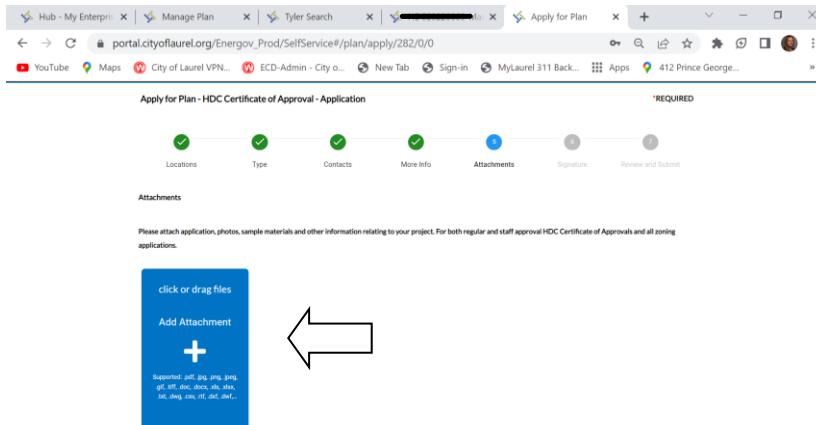
Lighted

If Lighted Type

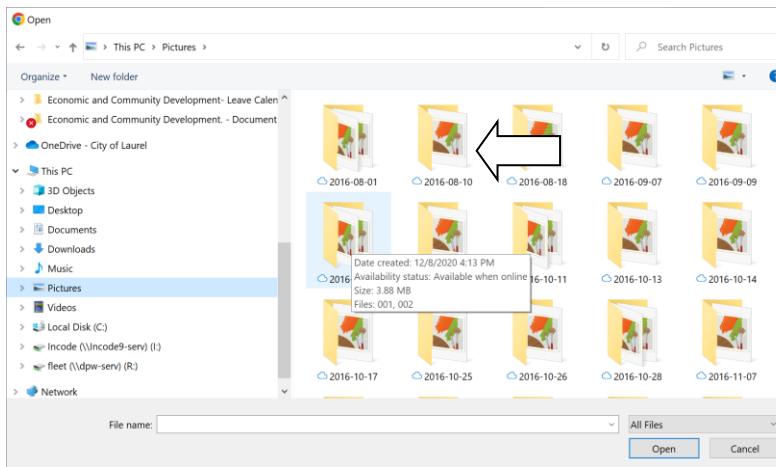
Save Draft

Next

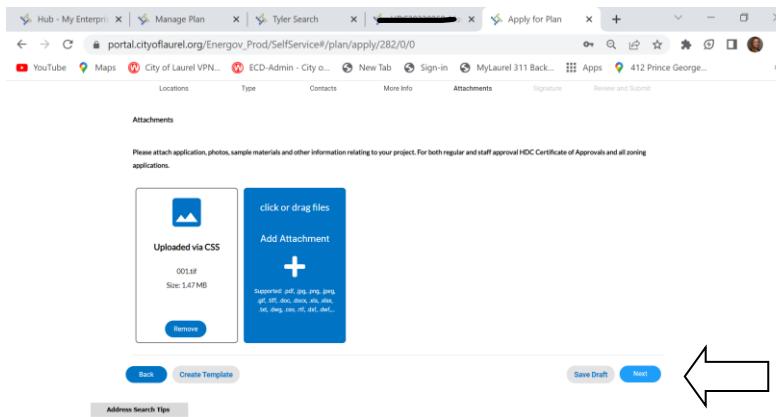
Click Next



Click on Add Attachment; add all photos and supporting documents regarding your request. You will also need to attach a copy of the application



Select your files to add



Once all your files are added, click Next

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Apply for Plan - HDC Certificate of Approval - Application

Locations Type Contacts More Info Attachments Signature Review and Submit \*REQUIRED

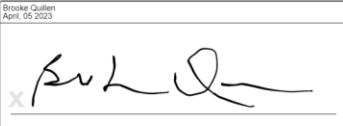
SIGNATURE

Please type your name as consent to electronically sign this application.

Brooke Quillen

Enable Type Signature

Brooke Quillen April, 05 2023



Clear

←

Type and sign your name, then click Next

Hub - My Enterprise | Manage Plan | Tyler Search | Apply for Plan

Apply for Plan - HDC Certificate of Approval - Application

Locations Type Contacts More Info Attachments Signature Review and Submit

Location: 8103 SANDY SPRING RD, LAUREL, MD 20707

Parcel Number: 1004472

Basic Info

Type: HDC Certificate of Approval - Application
Description: Replace front door from brown wood to black metal, size will remain the same, style will change, new door will have different window pattern.
Applied Date: 04/05/2023

Contacts

Applicant: Brooke Quillen City of Laurel, Maryland 8103 Sandy Spring Road 8103 Sandy Spring RD, Laurel, MD, 20707
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More Info

Submit

←

Review your information, verify all is correct then

click Submit