Hello, Community Partners!

Spring is here and with it comes the desire to complete some of those home-improvement projects we’ve been looking forward to all winter. Please make sure to get the appropriate inspections and permits. Also, if you are planning to purchase a home, make sure that any construction has been appropriately permitted.

Please report any suspected code compliance issues to 311. Visit our website, see us on social media, sign up for our two monthly newsletters, email us or give us a call. We enjoy hearing from you.

Have a safe spring and summer!

Melinda Bolling
Director
DPIE at a Glance
Agency Overview and Key Initiatives
Agency Overview

- The Department of Permitting, Inspections and Enforcement (DPIE) organization consists of five operating divisions and one administrative services division.

- The operating divisions are arranged into two groups: one focused on permitting, plan review and licensing, and the other on inspections and enforcement.
Key Initiatives

• To create a high-quality, customer-friendly experience for permit applicants, licensees and property owners.

• To deploy more fully-integrated, technology-enabled and streamlined processes to more efficiently and effectively perform project permitting, construction inspection, code enforcement and business licensing functions.

• To simplify the permitting, inspection, enforcement and licensing functions and make them more timely and predictable for all stakeholders.
Permitting Information
Many Home-Based Businesses Are Prohibited in Prince George’s County!

What qualifies as a home-based business?

Any business that you operate at the place where you live.
Operating a legal business requires a license or permit from DPIE.

What are examples of illegal home-based businesses?

- You may not run a restaurant or sell food at home.
- You may not operate a nail salon.
- To operate a hair salon or a barber shop, a Use and Occupancy Permit is required.
- You may not convert your single-family home into a multifamily dwelling by renting rooms.
- You may not operate an unlicensed day care, adult care or elder care center.

What happens if you are caught?

Fines of up to $2,300 and other consequences.
Unpermitted Construction Hammers
Unsuspecting Home Buyers

Unscrupulous flippers are real estate speculators who purchase properties cheap, make repairs and/or cosmetic changes without the appropriate permits and inspections, then sell them to unsuspecting buyers.

Recent County Council legislation empowers authorities to take action against flippers. However, the law is effective prior to the sale of a property with unpermitted construction.

So protect yourself before you buy by taking these steps:

• Hire a certified independent inspector to inspect the home and provide a list of any shoddy construction.

• Visit the DPIE website to check for any permits that have been pulled for work on the property.

• Walk away from any house with unpermitted construction or make the seller fix the problems and secure the appropriate permits and inspections before you sign on the dotted line.

• Notify DPIE so the seller can be held accountable.
Verify Before You Buy

Check permits before you make a home purchase to protect yourself against unpermitted construction. The following resources are available on the DPIE website:

1) Check permits by address:
   When entering the street name, use the first term. For example, search Chancellors Drive using “Chancellors.”

2) Find out when a permit is required:
   https://www.princegeorgescountymd.gov/1501/Residential-Building

3) Read the Homeowner’s Guide to Permits:
   https://www.princegeorgescountymd.gov/documentcenter/view/4897

4) Request copies of permits through the Maryland Public Information Act:
   https://www.princegeorgescountymd.gov/2763/Methods-for-Submitting-MPIA-Request

For more information, call the Permits Office at 301-636-2050 or visit Permits online.
REMEMBER TO PYP (Permit Your Project)

Spring and summer do-it-yourself residential and commercial construction projects require permits:

- Renovating your kitchen or a bathroom
- Building a deck, chairlift or ramp
- Installing a swimming pool or jacuzzi
- Erecting a fence taller than 4 feet
- Finishing your basement
- Widening a driveway and more!
- Constructing a shed, carport or garage
- Building a deck, chairlift or ramp
- Installing a swimming pool or jacuzzi
- Erecting a fence taller than 4 feet
- Finishing your basement
- Widening a driveway and more!
- Constructing a shed, carport or garage

So, before you begin, let DPIE check your work! For details, visit the Permits page.
Code Compliance Reminders
10 Frequent Code Violations

1. Operating a business, such as a restaurant or nail salon, out of a residence.
2. Performing automotive work on a driveway or street.
3. Doing unpermitted construction – construction without the appropriate permits and inspections.
4. Accumulating trash and dumping.
5. Parking commercial vehicles in driveways or on residential streets.
7. Failing to adequately maintain a property.
8. Allowing a property to fall into disrepair.
9. Keeping junk cars, tires, old appliances, building materials, etc. on your property.
10. Leaving abandoned properties unsafe and unsecured.
Beautify Your Property For Spring!!!

(And fix any property standards violations!)

- Repair peeling paint, loose siding and ragged gutters
- Fix broken windows, window screens and doors
- Remove any outdated holiday decorations and replace with season-appropriate adornment
- Clear fallen branches, trash and debris, open storage
- Cut grass, prune weeds and clear fallen branches
- Clean and repair any outdoor furniture and large toys

None of these projects require a permit!
AHU, BDS & NAB
Snapshots of Some of DPIE’s Specialized Units
The AHU is comprised of hearing officers who handle complaints about unlawful vehicles, open storage, trash and debris, tall grass and weeds, etc. They issue summonses, notices and default orders.

Complaints are reported to 311 and routed to DPIE, where they are investigated and violation notices and/or citations issued. Respondents may request a hearing within 30 days of the issuance of a citation. The hearings are held within 30 days. Hearing officers render a decision within five days.

Recent legislation extended the AHU’s authority to include adjudicating citations issued for unpermitted construction and short-term rental violations. Final dispositions and orders for abatement will be issued directly by the AHU hearing officers. The process will now bypass District Court and expedite orders for abatement.
Business Development Section (BDS)

Helps Entrepreneurs with Permitting, Licensing Procedures

The Business Development Section will assist you by:

• Coordinating with agency personnel to facilitate completion of paperwork and document review
• Educating business owners about DPIE requirements and processes
• Liaising with entrepreneurs and other government agencies

Contact the BDS team at DPIEBizDev@co.pg.md.us or call:

• TANYA HEDGEPETH (northern County) at 301–636–2058
• NICOLE REECE (southern County) at 301–636–2035

Permit the BDS to help you build your business!
The NAB was established to hear complaints that allege acts that disturb the public peace or endanger the health, life or safety of residents, workers or visitors in the County.

The seven-member board includes representatives from DPIE, the fire department, the police department and four citizens appointed by the County Executive.

If the board finds a nuisance exists, it will order the activity to cease and may assess a fine. The initial fine is $500; subsequent fines are $1,000.

The NAB is helping to restore order to some troubled neighborhoods.
Information Translations

• In an effort to share both departmental and County information with our communities, DPIE is publishing pages in other languages. On DPIE’s website select the Resources tab at the bottom of the left column.

• The last item on the bottom of the left column is Information Translated to Other Languages.

• Be sure and check back on a regular basis as we continue to convert and add additional DPIE documents, as well as County notices and COVID-19 updates.

• For instructions on how to translate information, visit DPIE’s website at http://dpie.mypgc.us/
Notice to Residents and Businesses

DPIE offices are closed to the public!

While County offices remain closed to the public DPIE continues to assist our customers online and telephonically.

For info, visit the DPIE website at dpie.mypgc.us.

Call the following numbers 8 a.m. to 4 p.m. weekdays:

• Permitting and Licensing Division 301-636-2050
• Site/Road Plan Review Division 301-636-2060
• Building Plan Review Division 301-636-2070
• Inspections Division 301-636-2080
• Enforcement Division 301-883-6168
• Public Information Office 301-636-2053
# Important Phone Numbers

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<thead>
<tr>
<th>Service</th>
<th>Phone Number</th>
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<tbody>
<tr>
<td>Abandoned Vehicles</td>
<td>301-952-1873</td>
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<tr>
<td>Animal Management</td>
<td>301-780-7200</td>
</tr>
<tr>
<td>Building/Construction Standards</td>
<td>301-883-3820</td>
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<tr>
<td>Bulky Trash</td>
<td>301-883-4748</td>
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<tr>
<td>Refuse, Recycling and Yard Waste</td>
<td>301-952-7625</td>
</tr>
<tr>
<td>Rental Licensing</td>
<td>301-883-3840</td>
</tr>
</tbody>
</table>
Thank you!

Contact DPIE Public Information Officer Avis Thomas-Lester at athomaslester@co.pg.md.us or 301-636-2053 for more information.

Visit the DPIE website at http://dpie.mypgc.us/