

The background of the image is a textured teal or dark green surface, possibly a book cover or a piece of paper. Scattered across this surface are several autumn leaves in various shades of red, orange, and yellow. Some leaves are whole, while others are partially torn or broken. The leaves are mostly concentrated on the right side of the image, with a few smaller ones on the left.

Fall Community Partners *Meeting*

September 24, 2026

Message from the Director

Happy Fall!



I'd like to announce that the Enforcement Division has moved over to the Office of Homeland Security. We enjoyed having the team as part of DPIE but understand the need for them to expand into a different realm. You will hear more about that in this presentation.

As always, we are honored to work with you, whether you are completing a home renovation, opening a small business, expanding an existing commercial operation or developing a large-scale project.

We have new and exciting information to share with you and look forward to responding to your questions.

Keep in touch on our social media and watch our website for updates.

Dawit Abraham

DPIE Agency Contacts

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301-636-2020

Permitting and Licensing — Vincent Parker, Associate Director

301-636-2050

Processes building and site plan permits; issues licenses

[Permitting](#)

[Licensing](#)

Building Plan Review — Nabeel Waseem, Associate Director

301-636-2070

Reviews plans for residential and commercial projects

[Building Plan Review](#)

Site/Road Plan Review — Rey de Guzman, Associate Director

301-636-2060

Reviews/approves site and roadway plans for proposed development and road improvement projects

[Site Road Plan Review](#)

Inspections — Behdad Kashanian, Associate Director

301-636-2080

Regulates construction, development and grading through inspection and enforcement of codes

[Inspections](#)

Permit Palooza!

We opened our doors on a Saturday to provide interactive workshops and resource tools for County residents and business owners interested in learning about the DPIE permitting process.



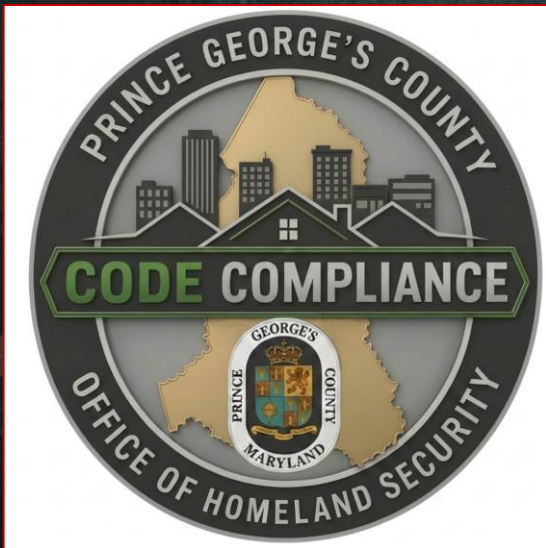
The Enforcement Division Has Moved!

The former DPIE Enforcement Division is Now the Code Compliance Division at the Office of Homeland Security!

Our colleagues now have a new home. They are still performing the same hard work to keep the County's neighborhoods clean, aesthetically pleasing and code compliant.

For complaints, contact PGC311. Call 311 (301-883-4748 outside of the County). You may also file a complaint at www.pgc311.com. You may file reports anonymously by telling the 311 operator.

Call the Code Compliance Division's main number at 301-883-6168. Call Devyn Kiszewski, OHS's Public Information Officer, at 301-324-4345. Submit Maryland Public Information Act (MPIA) requests for issues related to code enforcement and compliance to OHS-codecompliance.MPIA@co.pg.md.us.





Permitting & Licensing



Understanding the Permit Process



Identify the permits and approvals your project requires.



Submit complete and coordinated information.



Stay involved through review, issuance, and inspection.

When Is a Permit Required?

Most structural, exterior and system work needs one. These common projects generally do not.

Common Work That Generally Does Not Require a Building Permit

- ✓ One detached shed of **150 square feet or less** per lot
- ✓ Exterior siding replacement
- ✓ Patio **under 500 square feet**, on grade and not used for parking
- ✓ Portable **cord-connected** window A/C unit
- ✓ Roof-shingle replacement **without structural work**
- ✓ **Exact-match** window and door replacement
- ✓ Interior painting and countertop replacement

i **No building permit does not mean no approval.** Zoning, electrical, mechanical, WSSC, HOA or municipal requirements may still apply. When in doubt, ask DPIE before the work starts.

Start With the Right Permit Type

	Residential	New homes, additions, decks, porches, fences, sheds and pools
	Commercial	New buildings, additions, tenant fit-outs and interior alterations
	Trade	Electrical, mechanical and fire-protection systems
	Use & Occupancy	New tenant, owner, business or property use
	Site and Road	Grading, stormwater, driveways, roads and rights-of-way
	Other	Signs, raze permits, special events and temporary outdoor seating

One project may require multiple related permits.

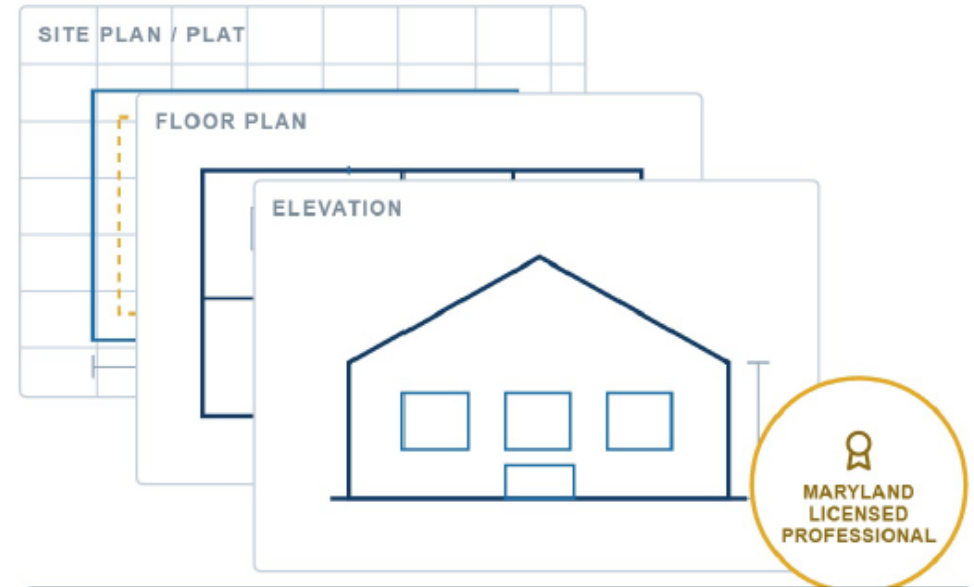
Example: **Commercial renovation = Building Permit + U&O + Trade Permits**



Prepare the Right Plans and Documents

Most applications require:

- ✓ Site plan or plat
- ✓ Building or construction drawings
- ✓ U&O permit or related U&O information, as applicable
- ✓ Property and project information
- ✓ Owner and contractor information



Commercial projects: plans must generally be prepared and stamped by a Maryland-licensed professional engineer or architect.

Additional documents may be required based on the permit type.

🏠 Structural calculations

⚡ Trade plans

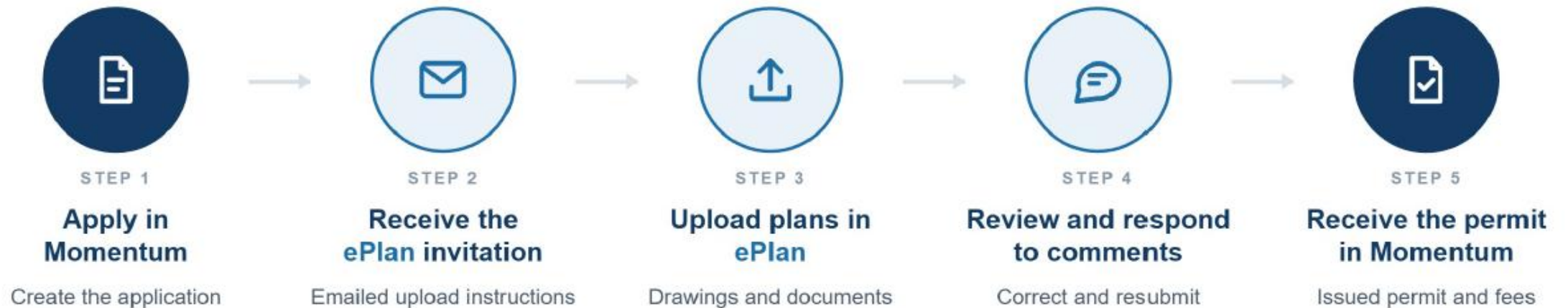
⊕ Health documents

📄 Owner authorization

📜 Professional licenses

🛡️ Outside-agency approvals

Submit in Momentum, Then Use ePlan



Tips for Success

- 1 Review the applicable **checklist** before submitting.
- 2 Use an **experienced design team and contractors**.
- 3 Submit **complete and coordinated plans**.
- 4 Add the **property owner as an ePlan viewer**.
- 5 Make **permit issuance a contractual deliverable**.
- 6 **Complete assigned tasks** and respond to comments promptly.
- 7 Do not begin work before the **permit is issued**.
- 8 Plan for required inspections and **final closeout**.
- 9 Consider **third-party review** early for large projects.
- 10 Check for additional **municipal requirements**.

Inspections Complete the Permit Process



Schedule online

Through the DPIE status site



Schedule by IVR

301-755-9000

7 a.m. to 11 p.m. on weekdays. Permit numbers containing a letter must use the telephone system.

HAVE READY



Phone
number



Case
number



Three-digit request
code



Preferred inspection
date

Up to seven days in advance

TYPICAL SEQUENCE Each inspection happens before the work is covered from view. The exact sequence depends on your project.



Footing



Backfill



Framing



Close-in



Slab



Final

Demystifying Residential Permitting

- Before submitting a permit request, review DPIE's *Homeowner Residential Permitting Guide*.
- DPIE has developed the [Homeowner Residential Permitting Guide](#) to demystify the permit process, explain the process, and serve as a guide on how to successfully pull permits in Prince George's County for residential homeowners.

HOMEOWNER RESIDENTIAL PERMITTING GUIDE



*A Homeowner Guide to
Permitting and the Virtual
Permit Center (VPC) Process*



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Permitting for Businesses

Business Development Section (BDS)

- **Our Mission**

The Business Development Section (BDS) helps entrepreneurs and business owners navigate the permitting, licensing, construction and inspection processes, spurring economic development in the County. The team continues to grow to assist more entrepreneurs.

- **Guidance to the Business Community**

The BDS assists with permits, inspections, and licenses, including the application process and preliminary design review. It coordinates with agency personnel and other government agencies to facilitate permitting.

- **Fast Track Permitting Program for Small Businesses**

Fast Track was designed to help those aspiring to open a business navigate the processes necessary to becoming business owners. Through Fast Track, we are reducing delays, improving coordination, and giving entrepreneurs a clear path to opening their doors.



Fast Track Permitting Program for Small Businesses



The flyer features the Prince George's County logo and the Department of Permitting, Inspections and Enforcement (DPIE) logo. The title 'Fast-Track Permitting Program' is prominently displayed in large, bold, black letters, with 'For Small Businesses' in a smaller font below it. A green banner highlights the program's goal: 'Priority review and dedicated support to help businesses open faster'. Below this, five bullet points with checkmarks list the program's benefits: 10-Day Review Cycles, Dedicated Business Specialists, Real-Time Communication, Early Issue Identification, and Faster Business Occupancy Approvals. The flyer is divided into three main sections: 'ELIGIBLE PROJECTS MAY INCLUDE:', 'WHO SHOULD APPLY?', and 'HOW IT WORKS:'. The 'ELIGIBLE PROJECTS' section lists commercial interior alterations (5,000 square feet or less), Use and Occupancy Permit (U&O) applicants, wall signs for businesses (commercial only), and Strategic County and State initiatives. The 'WHO SHOULD APPLY?' section lists developers and investors, small business owners, contractors and design professionals, project managers and permit expeditors, and economic development partners. The 'HOW IT WORKS' section shows a vertical flowchart with five steps: Contact Us, Eligibility Review, Guided Intake, Streamlined Review, and Ongoing Support, connected by downward arrows. At the bottom left is a QR code, and at the bottom right is a text box with the URL 'http://www.mypgc.us/BDS'.

Prince George's County
DEPARTMENT OF PERMITTING,
INSPECTIONS AND ENFORCEMENT

**Fast-Track
Permitting Program**
For Small Businesses

Priority review and dedicated support to help businesses open faster

- ✓ 10-Day Review Cycles
- ✓ Dedicated Business Specialists
- ✓ Real-Time Communication
- ✓ Early Issue Identification
- ✓ Faster Business Occupancy Approvals

ELIGIBLE PROJECTS MAY INCLUDE:

- Commercial interior alterations (5,000 square feet or less)
- Use and Occupancy Permit (U&O) applicants
- Wall signs for businesses (commercial only)
- Strategic County and State initiatives

WHO SHOULD APPLY?

- Developers and investors
- Small business owners
- Contractors and design professionals
- Project managers and permit expeditors
- Economic development partners

HOW IT WORKS:

Contact Us
↓
Eligibility Review
↓
Guided Intake
↓
Streamlined Review
↓
Ongoing Support

Scan the QR Code or visit us on the web for more information:
<http://www.mypgc.us/BDS>

EXPEDITE YOUR PROJECT WITH PRIORITY REVIEW AND DEDICATED SUPPORT

Program features include:

- Accelerated review timelines (10 days per review cycle)
- An assigned dedicated business specialist
- Early issue identification and communication
- Real-time communication and permit application updates
- An expedited process for faster business occupancy approvals

Eligible Projects



**Commercial
interior
alterations
(5,000 square
feet or less)**



**Use and
Occupancy
Permit
applications**



**Wall signs
for
businesses
(commercial
only)**



**Strategic
County and
State initiatives**

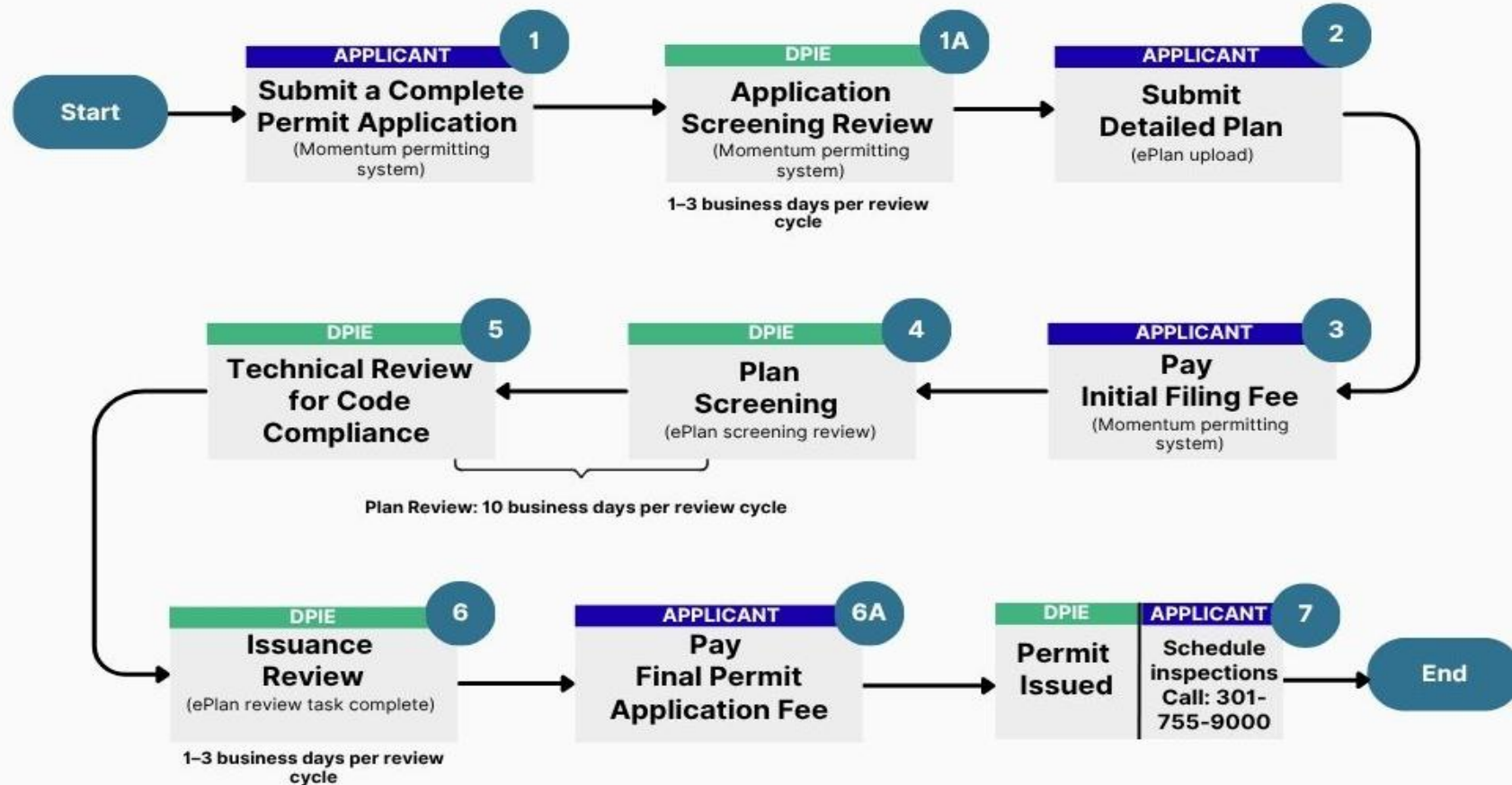
What is a U&O Permit?



- Use and Occupancy (or Certificate of Occupancy) Permit is required to occupy the premises, regardless of construction or no construction
- U&O Permit is required to demonstrate that the Business meets local zoning and safety requirements and may legally operate at that location
- Must obtain a U&O when there is a change in tenancy, change of use, ownership, or property owner
- Method of compliance — no grandfathering
- Business Licenses require evidence of U&O permit.

THE 7-STEP PROCESS TO AN ISSUED PERMIT

Fast-Track Permitting Program for Small Businesses Process



Fast Track Permit Rapid Response Team (PRRT)

HERE TO HELP YOUR PROJECT

Do you need the permits expedited for your major, high-impact development project? The Permit Rapid Response Team (PRRT) can help! The new process replaces the former Mega Projects Suite, making permitting for your major projects easier and faster.

Key Aspects

- The Permit Rapid Response Team expedites the permitting process for 5–10 high-impact projects.
- Projects must be nominated and accepted by DPIE. Eligible projects include commercial, office, retail, and mixed-use developments that are considered high-impact due to the quality of development and their potential for job generation.



Develop Your Projects Faster and Elevate Prince George's County!

THE DPIE PERMIT RAPID RESPONSE TEAM

Here to Help Your Project Develop!

Do you need the permits expedited for your major, high-impact development project? The Permit Rapid Response Team (PRRT) can help! The new process replaces the former Mega Projects Suite, making permitting for your major projects easier and faster.

Key Aspects:

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- Projects must be nominated and accepted by DPIE. Eligible projects include commercial, office, retail, and mixed-use developments that are considered high-impact due to the quality of development and their potential for job generation.

Examples of nominated projects include:

- National Capital Business Park, Upper Marlboro
- New Carrollton Metro
- Discovery District, Riverdale
- Elion LP, Brandywine
- Cheverly Hospital Redevelopment
- Redevelopment of Six Flags, Upper Marlboro
- Redevelopment of Washington Commanders Stadium

- Host biweekly permit meetings with stakeholders during the permitting stage.
- Participating agencies include DPIE, M-NCPPC, PGSCD, WSSC, the Health Department and MSHA.
- Each agency must appoint high-level staff with decision-making authority.
- Permit applicants must hire third-party/peer review engineers for engineering permit reviews.
- Permit applicants must bring the development team, design professionals, third-party/peer reviewers, and permit expeditors to engage in the relay and rapid response approach.
- Permit applicants must provide/update a permit tracker with submittal dates, permit issuance dates, and agency permit numbers.
- Hold monthly construction-phase meetings with project developers, construction contractors, architects/engineers, DPIE inspectors, and permitting staff, third-party inspectors, etc., as needed.



Department of Permitting, Inspections and Enforcement

Inspections

Why are inspections so important?



- Construction inspections guarantee that permitted projects are constructed according to requirements to protect the safety of the public and the environment.
- Uninspected construction may lead to hazards such as the use of substandard material, noncompliance with manufacturers' specifications and deficient building projects.
- Inspectors identify and address deficiencies during construction to negate possible adverse effects on residents and the environment.



Avoid Illegal Construction

Unpermitted Construction Hammers Unsuspecting Home Buyers

Unscrupulous “flippers” purchase properties cheap, make shoddy repairs or changes without the required permits and inspections, then sell them to unsuspecting buyers who later experience problems.

Protect yourself before you buy:

- Hire a certified independent inspector to inspect the home and identify any problems with 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. Legislation helps authorities take action against flippers.



Verify Before You Buy!

Before you purchase a residential or commercial property in Prince George's County, do your due diligence by researching the following aspects of the property:



CODE VIOLATIONS

File an MPIA request the Office of Homeland Security at OHS-CodeCompliance.MPIA@co.pg.md.us.



DRAINAGE AND FLOODING ISSUES

See a [comprehensive report](#).



PERMIT HISTORY

Check the [permit history](#) on any property and visit [PGAAtlas](#) for additional information.



PERMIT YOUR PROJECT

Read the [Homeowners Guide to Permits](#) for home improvement projects that require permits.



UNPERMITTED CONSTRUCTION (FLIPPED PROPERTIES)

Check the [permit history](#) and the State Department of Assessments and Taxation ([SDAT](#)) to verify renovations were permitted.



NUISANCE PROPERTIES

File an [MPIA Request](#) to determine if the property has been referred to the Nuisance Abatement Board. Check Data Prince George's for [crime stats](#).



RENTAL LICENSES

File an MPIA request the Office of Homeland Security at OHS-CodeCompliance.MPIA@co.pg.md.us.



ZONING (M-NCPPC)

Determine if a property is zoned for commercial or residential use and find other zoning information by visiting [PGAAtlas](#).

A little investigation now will protect you from problems later!

Specialty Units



Administrative Hearing Unit (AHU)

- The AHU handles complaints about:
 - Unlawful vehicles
 - Open storage
 - Trash and debris
 - Tall grass and weeds
 - Unpermitted construction
 - Short-term rental violations
- Complaints are reported through 311 and routed to DPIE, where they are investigated and violation notices and/or citations issued. Respondents may request a hearing within 30 days, hearings are scheduled within 30 days of the request, and decisions are rendered within 30 days by hearing officers.



Complaint Procedure

- Initial complaints should be reported to:

PGC311

- Upon receiving a complaint, an inspector will investigate the matter and issue violation notices and/or citations to the property in order to seek compliance.
- A respondent can request a hearing before a hearing officer within 30 days of the issuance of the citation.

Nuisance Abatement Board (NAB)



- The (NAB) hears complaints that allege acts that disturb the public peace or endanger the health, life or safety of residents, workers or visitors in the County.
- Cases are referred by the police department, fire department, health department, DPIE, and other government agencies. Citizens may **not** report cases to the NAB.
- If the board finds a nuisance exists, it will order the activity to cease and may assess a \$1,000 fine.

Public Information Office

DPIEPIO@co.pg.md.us

- Serves as the information liaison between DPIE and the public.
- Publishes e-newsletter called [DPIE Developments](#) and periodic bulletins. Subscribe at [Subscribe My PGC](#).
- Access news and information at dpie.mypgc.us website's [Public Information](#) page.
- For flyers and PowerPoints, click DPIE Resources → [Publications](#) → [PowerPoints](#) on our website.
- We also publish [Information in Spanish](#).



Request documents via [MPIA Processing at DPIE](#) on the DPIE website.



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For service requests or to report violations, call 311 or 301-883-4748 (outside of the County) or access the website at PGC311.com.

The background of the slide features a teal, textured surface, possibly a wall or a piece of paper, with several autumn leaves scattered across it. The leaves are in various shades of red, orange, and yellow, with some showing signs of decay and discoloration. The leaves are of different shapes and sizes, some with prominent veins. The overall composition is artistic and seasonal.

Thank You!

For questions, contact
Comms. Mgr./Public Information Officer
AVIS THOMAS-LESTER

DPIPIO@co.pg.md.us or 301-636-2053.
Visit the DPIE website at **dpie.mypgc.us**.