

Melcome

Community Partners
Winter 2025

Message from the Director

Hello, Community Partners!

As we move toward the holidays, we ask that you continue to keep your property and business in a safe and code-compliant manner. Apply now for any permits you may need to have for any winter or spring projects.

Make sure to keep your family safe. Don't leave heaters, candles, fires, Christmas trees or holiday lights unattended. Keep toys and decorations out of walkways. Be careful on ladders as you decorate. See more in the Holiday Safety slide in this presentation.

We hope this holiday season is the best ever for you and yours!

Dawit Abraham





Key Agency Contacts

Director **Dawit Abraham**

Chief of Staff Lori Parris

Deputy Director LaMont Hinton

Deputy Director Mary Giles

Business
Development Chief
Charles Cooper

Communications Mgr. **Avis Thomas-Lester**

DPIEPIO@co.pg.md.us

dpie.mypgc.us 301-636-2020 Permitting and Licensing — Vincent Parker, II, 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 <u>Inspections</u>

Enforcement — Valerie Cary, Associate Director

301-883-6168

Investigates code violations; conducts inspections at residential, commercial and industrial properties Code Enforcement

Enforcement Division: Project Elevate — Strike Force 311

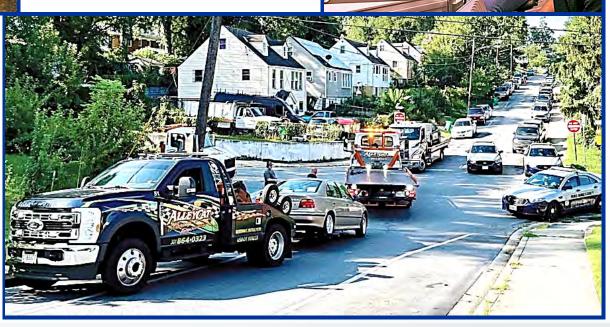




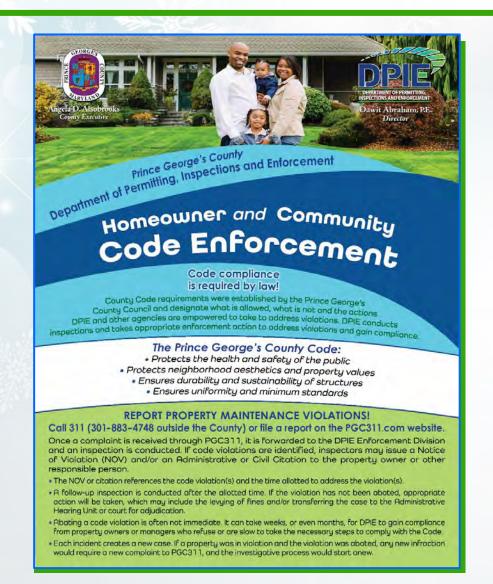


DPIE has addressed outstanding nuisance violations on hundreds of properties:

- Nine illegal street food vendors were shut down and the sites cleared in Langley Park.
- 20 Illegal vehicles were towed from a residential street in Riverdale.
- Several properties in violation from Beltsville to Brandywine — were cleaned and liens placed.
- DPIE is working to bring shopping centers in violation into compliance.



New "Homeowner and Community Code Enforcement" Guide



Frequent Code Violations Handled by



For additional information, visit the DPIE website at http://dpie.mypgc.us.

- Operating a business out of a residence. You may not run a restaurant, prepare food for sale, sell goods, store imported products, etc. Some businesses may operate with a Use and Occupancy Permit (U&O), including a two-chair hair salon, barber shop and nail salon.
- Operating a rental properly without a license, including short-term, single-family or multifamily rentals or rooming houses.
- 3. Running an unlicensed day care, adult care or elder care facility.
- 4. Performing automotive work on a driveway, street or yard.
- Doing unpermitted construction or allowing others to do construction without the appropriate permits and inspections on your property.
- Accumulating trash, debris and open storage on your property, including old appliances, junk cars, unused construction materials, tires, broken furniture, etc.
- 7. Dumping unused household items, Junk and debris in your yard, on private property, or in parking lots.
- 8. Parking inoperable or unregistered vehicles on private property. (The Revenue Authority investigates illegal and inoperable vehicles on residential roads and unregistered cars parked on the grass.)
- 9. Parking disallowed commercial vehicles on residential property.
- 10. Falling to cut grass and weeds, prune plants, pick up branches and clear debris regularly. Grass and weeds over 12-inches tall are a code violation!
- Falling to repair peeling paint, loose siding, ragged gutters and downspouts, broken windows, sagging doors, etc.
- Leaving abandoned properties unsafe and unsecured. The same code requirements apply to abandoned or unused properties as occupied structures. Upkeep is the owner's responsibility!
- Raising livestock chickens, roosters, pot-bellied pigs, some exotic pets, etc. in a County
 residential zone. Only domestic pets are allowed. Check requirements in municipalities.
- 14. Street vending. You may not sell food, clothing, art or other items from your yard, on public sidewalks or roadsides. Public vending is allowed in some designated areas with a permit.
- 15. Falling to clear snow and ice within 48 hours after the end of a snow/ice incident. Properly managers and homeowners of properties abutting public sidewalks are required to remove snow and ice.
- Operating a business without a U&O. A U&O is required to operate any business in the County.
 Any change of use or change of ownership of a business requires a new U&O.
- 17. Playing music or making noise louder than 55 decibels after 11 p.m. and 65 decibels during the day. At 55 decibels, you can't hear music playing inside your home on the outside. If you can hear the sound outside, it is too loud, and you should furn the volume down immediately. There are free online apps that can help you measure decibels of sound.

REPORT NOISE VIOLATIONS TO PGC311 OR COUNTY POLICE NONEMERGENCY AT 301-352-1200.

Maximum Allowable Noise Levels (dBA) for Receiving Land Use Categories								
Day/Night	Industrial	Commercial	Residential					
Day	75	67	65					
Night	75	62	55					

Many Home-Based Businesses Are Illegal in Prince George's County



Any enterprise you operate for income at the place where you live (including apartments, condos, town houses or detached houses) is a home-based business. Operating a legal business requires a license or permit from DPIE.

Illegal Home-based Businesses

- You may not run a restaurant/eatery or sell cooked or uncooked food at home.
- A Use and Occupancy Permit is required to operate a two-chair hair salon, barber shop or nail salon.
- 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.
- You may not operate an auto repair shop.
- You may not operate an import/export business.

Some Home-Based Activities Violate Code



Illegal Home-based Events

- You may not have paid parties or operate a pop-up club.
- You may not rent your pool for parties or events.
- You may not sell food, drinks or alcoholic beverages.
- You may not rent your home for banquets, wedding receptions, etc.

How Does DPIE Address Noncompliance?



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.



Administrative Hearing Unit (AHU)

- The AHU handles complaints about unlawful vehicles, open storage, trash and debris, tall grass and weeds, unpermitted construction and 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 held within 30 days of the request, and decisions are rendered within five days of a hearing by the hearing officers.

Permitting and Licensing Division: When Is a Permit Required?











Renovating a bathroom

Finishing your basement

Building a chairlift, ramp or deck

Adding an addition

Erecting a fence taller than 4 feet

Constructing a large shed, carport, garage or driveway, and more

Visit the DPIE website at dpie.mypgc.us or call 301-883-2050 for information.

Helpful Homeowner Permit Links

- Residential permits page
- Walk-Through Permit
 Process/Virtual Permit
 Center (VPC) page
- Projects eligible for VPC list

Remember to Permit Your Projects!

Demystifying Residential Permitting

- Before submitting a permit request, review DPIE's Homeowner
 Residential Permitting Guide.
- DPIE has developed the <u>Homeowner Residential Permitting</u> <u>Guide</u> 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 PERMITING CUDE A Homeowner Guide to Permitting and the Virtual Permit Center (VPC) Process

Municipalities Responsibilities

DPIE shares responsibility for some tasks with the municipalities

Municipality	Building	Mech. & Electrical	Health	Plumbing Permits and Inspections	Grading	Zoning	Sign Permits	U&O	Commercial and Industrial Property Maintenance	Single Family Housing	Single Family Rental	Multifamily Apartments (3 or more units)
Berwyn Heights	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	Town	Town	Town	DPIE
Bladensburg	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	Town	DPIE	DPIE
Bowie	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	City	City	City	City
Brentwood	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	Town	Town	Town
Brentwood, North	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE
Capitol Heights	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE
Cheverly	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	Town	Town	Town
College Park	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	City	City	City	City
Colmar Manor	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE
Cottage City	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE
District Heights	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	City	City	City
Eagle Harbor	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE
Edmonston	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	Town	Town	Town
Fairmount Heights	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE
Forest Heights	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	Town	Town	Town	No Apts
Glenarden	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE	DPIE
Greenbelt	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	City	City	City	City
Hyattsville	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	City	City	City	City
Landover Hills	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	Town	Town	Town	No Apts
Laurel	City	City	DPIE*	WSSC	City	City	City	City	City	City	City	City
Morningside	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	Town	DPIE	No Apts
Mount Rainier	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	City	City	City
New Carrollton	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	City	City	City
Riverdale Park	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	Town	Town	Town
Seat Pleasant	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	City	City	City	DPIE
University Park	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	Town	Town	No Apts
Upper Marlboro	DPIE	DPIE	DPIE	WSSC	DPIE	DPIE	DPIE	DPIE	DPIE	Town	DPIE	DPIE

^{*}DPIE's Health Section is responsible for conducting health inspections for all municipalities including the City of Laurel and state college campuses.

Business Development Section (BDS) Expansion



DPIE Director Dawit Abraham (third from left) enhanced the BDS team with two new positions to meet the increasing requests of local entrepreneurs for assistance in opening small businesses.

Who We Are

 The Business Development Section (BDS) helps entrepreneurs and business owners navigate the permitting, licensing, construction and inspection processes.

Our Mission

 To spur economic growth and regulatory compliance through collaboration between businesses and government.



BDS Assistance to Businesses

- Guidance to the Business Community
 Assistance with permits, inspections, and licenses, including the permit applications process and preliminary design review.
 Schedule a DPIE Business Consultation today!
- Permit Expediting Program for Small Businesses (NEW)

Offered at no cost other than standard permit fees, this service is perfect for tenant fit-outs or expansions. Permit processing and engineering plan review will be completed within 10 business days for each review cycle. This program is geared to local businesses looking to occupy 5,000 square feet or smaller light commercial structures. Visit the BDS webpage for details.

Business Closeout Survey (NEW)
 At the end of your permitting experience, we offer a brief survey to allow you to share your thoughts to help us continue to improve our services.



Partnership Building

Be connected to construction resources, agencies, and business networks and provide invaluable information on compliance, permitting, and development during DPIE consultations.

A Dedicated Team

The BDS recently expanded its team by two new engineering tech/business specialists to provide more help to businesses! The BDS and Customer Success Unit are committed to helping you move successfully through every step of the regulatory requirements.

New: Permit Rapid Response Team (PRRT)

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

- 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!

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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 expediters 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 Division: 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.

Frequent Unpermitted Construction Projects



These projects all require permits:

- Building additions and finishing basements
- Installing kitchens in basements or additions
- Making interior renovations and subdividing rooms
- Installing decks, patios and gazebos
- Constructing secondary structures (sheds, garage, etc.)
- Rerouting water onto another property
- Erecting fences over 4-feet tall
- Changing grading (moving soil) and building retaining walls
- Cutting down trees
- Extending driveways

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. County Council legislation helps authorities take action against flippers.



Access the following resources on the DPIE website:

- Find out when a permit is required:
 https://www.princegeorgescountymd.gov/1501/Residential-Building
- Check permits by address:
 https://dpiestatus.princegeorgescount ymd.gov/Site/Public/Citizens/ActivityS
 earch.aspx
 . When entering the street name, use the first term.

 For example, search Chancellors Drive using "Chancellors."
- Request copies of permits through the Maryland Public Information Act (MPIA): https://www.princegeorgescountymd.gov/2763/Methods-for-Submitting-MPIA-Request

For more information, call the Permits Office at 301-636-2050, ext. 5 or visit **Permits Online**.

Be proactive! Take action BEFORE you buy!



Sidewalk Snow & Ice Removal Inspection Program

- Owners, managers and tenants of residential and commercial properties abutting sidewalks near County-owned roadways are responsible for removing snow and ice within 48 hours after it has accumulated to 2 inches or more.
- Those not removing snow/ice from sidewalks within 24 hours will receive a reminder notice.
- Those not clearing the sidewalks within 24 hours of the reminder may be issued a citation for a fine of \$100.



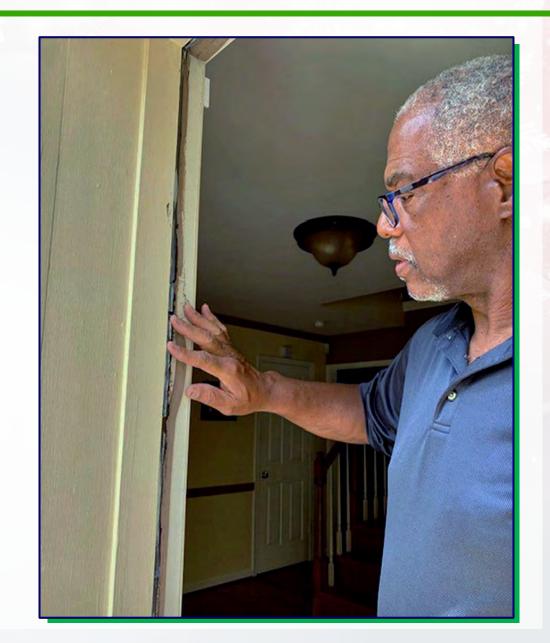
- After the first notice, a fine of \$100 per day will be assessed until the snow/ice is cleared. The County may remove the snow and assess the owner if the snow is not cleared.
- Be a good neighbor! Clear your sidewalks and assist neighbors who are unable to remove snow/ice from their properties.

For more information, call 301-883-6168.

Winterize Your Home

Take the following steps to keep your property clean and safe during the cold weather season.

- Check the seals around windows and doors.
- Check caulking around sinks and tubs.
- Clean clothes dryer lint traps and vent ducts.
- Clear downspouts and clean out gutters.
- Focus on interior home safety issues.
- Deep clean interior spaces, including under appliances.
- Replace HVAC filters.
- Clear areas around heaters.
- Check and install holiday lights and decorations.
- Clean and organize garages and lube doors.

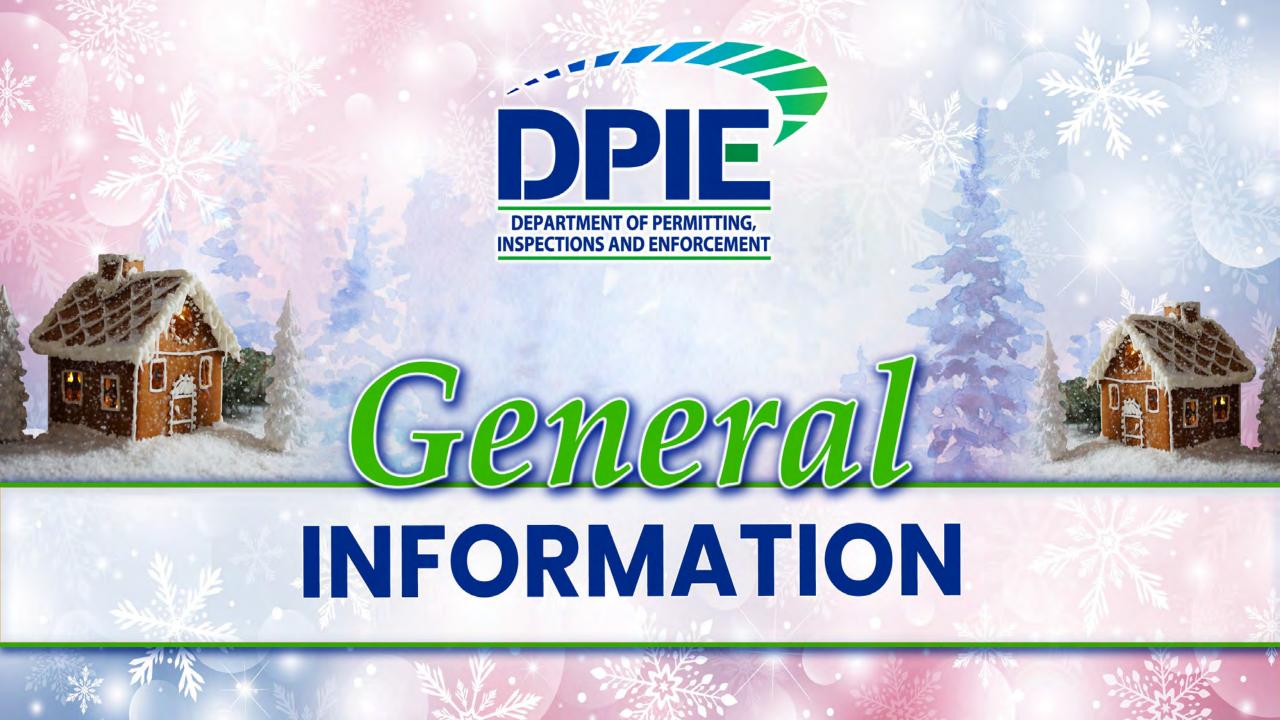


Holiday Safety

The National Safety Council (NSC) offers these holiday safety tips:

- The <u>Consumer Products Safety Commission</u> (CPSC) recommends keeping poisonous plants, such as mistletoe and holly berries, away from children.
- Make sure your artificial tree is "fire resistant" and kept 3 feet away from heat sources.
- Keep breakable ornaments and those with small parts out of the reach of children.
- Use indoor lights indoors and outdoor lights outdoors. Turn off lights and decorations when you go to bed or leave the house.
- Always <u>choose the right ladder</u> for hanging lights and performing other tasks.
- Place candles where they cannot be knocked down and out of reach of children. Use flameless candles when possible.
- Never leave candles or fireplaces burning unattended and use screens on fireplaces when a fire is lit. Check and clean the chimney and fireplace area at least once a year.
- NSC discourages the use of turkey fryers at home, except oil-less fryers. Follow the <u>U.S. Fire Administration turkey fryer guidelines</u>.
- The <u>foodsafety.gov</u> website provides some valuable <u>holiday food safety tips</u>.
- The CPSC recommends toys that do not have small parts for children under age 3 because of the risk of choking. Avoid toys that must be plugged into an electrical outlet for children under 10. Include a helmet when gifting bikes or riding toys.





Accessing Information from DPIE

Many of DPIE's records are searchable at no cost or delay to the requester.

- History by Address
 To search for permits by property address or permit history before 2023 in our legacy ePermits system, visit: <u>Permit Search (princegeorgescountymd.gov)</u>. If you would like a copy of a permit, request one using the MPIA form.
- Inspection History
 To search for inspection history by permit number before 2023 in our legacy ePermits system, visit: <u>Inspections History</u>

 By Permit Number (princegeorgescountymd.gov).
- LookSee Property Explorer
 To research permits and properties in Prince George's County, use <u>LookSee</u>. The portal allows you to view Momentum information related to permits, licenses, inspections, and enforcement by entering the full application/permit number or property address.
- Application Tracker Check the Status of Plan Reviews
 DPIE's Application Tracker is a tool in our Momentum system that gives users a snapshot of where a permit application is in the plan review process. To use Application Tracker, enter your Application Number into the <u>DPIE Application</u>

 <u>Tracker</u> portal and see your plan review progress. Each review has a status listed at the bottom of the page (Pending, Under Review, Completed, Hold for Corrections, Out to Applicant).
- Data Prince George's
 <u>Data Prince George's</u> provides data on communities, County Government, finance, public safety, urban planning, education, health and the environment.

Request information about code violations, liens, rental licenses, site plans and other documents using the MPIA form.

DPIE Public Information Office

DPIEPIO@co.pg.md.us

- Serves as the information liaison between DPIE and the public.
- Publishes e-newsletter called <u>DPIE Developments</u> and periodic bulletins.
 Sign up at <u>Subscribe My PGC</u>.



- Access news and information at dpie.mypgc.us on the <u>Public Information</u> page.
- For flyers and PowerPoints, click DPIE's Resources → <u>Publications</u> → <u>PowerPoints</u> on our website.





Follow us on Social Media at:

Facebook.com | X (Twitter).com | Instagram.com | LinkedIn | YouTube



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



Visit the DPIE website at dpie.mypgc.us

