

# Department of Permitting, Inspections and Enforcement



## MISSION AND SERVICES

The Department of Permitting, Inspections and Enforcement (DPIE) promotes economic development and redevelopment in Prince George's County and protects the health and safety of County residents, businesses and visitors through highly integrated and efficient permitting, inspection and licensing services that ensure compliance with established building codes and property standards.

## CORE SERVICES

- Perform technical review of building permit plans and site road development permits for new construction and associated land development for residential, commercial, industrial buildings, utility construction, floodplain studies, water and sewer category amendments and right of way conveyance
- Perform inspection and enforce building, site development, road codes and regulations pertaining to buildings, zoning, site work and environmental standards
- Provide inspection services on approved/issued construction permits
- Perform inspections and enforce housing and property maintenance codes, anti-litter and weed ordinances and zoning ordinances
- Provide general customer service to address quality of life issues
- Assist small businesses in navigating the County permitting and licensing systems

## FY 2025 KEY ACCOMPLISHMENTS

- Launched the Stepped-Up Enforcement Initiative, focusing on areas with the highest illegal business activity complaints and initiated a strategic communications phase.
- Imposed fines totaling \$1,366,051 and cleaned approximately 167 properties under the Clean Lots Program.

- Established the Customer Service Unit (CSU) to address customer complaints to address issues that require escalation.
- Developed a new Administrative Use and Occupancy permit process, to streamline certain use and occupancy permits for change of owner or tenant with no change in use or construction.

## STRATEGIC FOCUS AND INITIATIVES IN FY 2026

The agency's top priorities in FY 2026 are:

- Reduce the time duration between a permit application and its issuance.
- Continue to support the County Executive's Beautification and Clean Lot Initiatives.
- Promote healthy communities and quality of life for County residents, businesses, and visitors by inspecting new and established residential and commercial properties for compliance with County codes and regulations.
- Continue to train and develop staff in new technologies, updated codes and customer service skills.

## FY 2026 BUDGET SUMMARY

The FY 2026 approved budget for the Department of Permitting, Inspections and Enforcement is \$32,965,900, an increase of \$634,900 or 2.0% over the FY 2025 approved budget.

### Expenditures by Fund Type

Fund Types	FY 2024 Actual		FY 2025 Budget		FY 2025 Estimate		FY 2026 Approved	
	Amount	% Total	Amount	% Total	Amount	% Total	Amount	% Total
General Fund	\$28,858,520	100.0%	\$32,331,000	100.0%	\$34,526,300	100.0%	\$32,965,900	100.0%
<b>Total</b>	<b>\$28,858,520</b>	<b>100.0%</b>	<b>\$32,331,000</b>	<b>100.0%</b>	<b>\$34,526,300</b>	<b>100.0%</b>	<b>\$32,965,900</b>	<b>100.0%</b>

### Reconciliation from Prior Year

	Expenditures
<b>FY 2025 Approved Budget</b>	<b>\$32,331,000</b>
<b>Increase Cost: Compensation - Mandated Salary Requirements</b>	<b>\$1,737,400</b>
<b>Increase Cost: Fringe Benefits</b> — Increase due to the adjustments required to align with compensation adjustments including two new positions; the fringe benefit rate decreases from 36.1% to 35.0%	417,200
<b>Increase Cost: Compensation - Engineer Classification Study Implementation</b> — Increase due to salary adjustments based on the findings and criteria outlined in the OHRM Engineer Classification Study; the study examined the compensation for the engineer and engineering technician classification	372,200
<b>Increase Cost: Technology Cost Allocation</b> — Increase in OIT charges based on anticipated countywide cost for technology	311,200
<b>Increase Cost: Operating - Interagency Charges</b> — Increase to support salary and fringe benefits costs for one attorney in the County's Office of Law for legal services	205,300
<b>Add: Compensation - New Positions</b> — Increase to support two new investigators to implement the County's Rent Stabilization Program	121,300
<b>Add: Operating</b> — Increase to support consulting services to assist with the implementation of the Rent Stabilization Program	100,000

Reconciliation from Prior Year *(continued)*

	Expenditures
<b>Add: Fringe Benefits</b> — Increase to align with compensation requirements for new positions	45,500
<b>Add: Operating</b> — Increase to support the procurement of essential technology equipment for two new positions	12,000
<b>Decrease Cost: Recovery Increase</b> — Increase in recoveries based on the current recovery rates for eligible DPIE divisional expenses from the Department of the Environment ( DOE) Stormwater Management fund; the increase is primarily due to compensation adjustments	(323,600)
<b>Decrease Cost: Operating</b> — Net operating adjustments (telephone, contract services, vehicle repair maintenance, gas and oil, printing, consulting services and temporary services) to align projected costs	(2,363,600)
<b>FY 2026 Approved Budget</b>	<b>\$32,965,900</b>

## STAFF AND BUDGET RESOURCES

Authorized Positions	FY 2024 Budget	FY 2025 Budget	FY 2026 Approved	Change FY25-FY26
<b>General Fund</b>				
Full Time - Civilian	319	319	321	2
Full Time - Sworn	0	0	0	0
Subtotal - FT	319	319	321	2
Part Time	0	0	0	0
Limited Term	0	0	0	0
<b>TOTAL</b>				
Full Time - Civilian	319	319	321	2
Full Time - Sworn	0	0	0	0
Subtotal - FT	319	319	321	2
Part Time	0	0	0	0
Limited Term	0	0	0	0

Positions By Classification	FY 2026		
	Full Time	Part Time	Limited Term
Account Clerk	2	0	0
Accountant	1	0	0
Administrative Aide	28	0	0
Administrative Assistant	5	0	0
Administrative Specialist	10	0	0
Associate Director	6	0	0
Budget Management Analyst	3	0	0
Community Developer	2	0	0
Construction Standards Code Enforcement Officer	4	0	0

Positions By Classification	FY 2026		
	Full Time	Part Time	Limited Term
Construction Standards Inspector	63	0	0
Deputy Director	2	0	0
Director	1	0	0
Engineer	42	0	0
Engineer Reviewer	13	0	0
Engineering Technician	27	0	0
Environmental Health Specialist	5	0	0
Executive Administrative Aide	1	0	0
General Clerk	2	0	0
Human Resources Analyst	4	0	0
Info Tech Engineer	3	0	0
Info Tech Manager	1	0	0
Info Tech Project Coordinator	1	0	0
Investigator	5	0	0
Paralegal Supervisor	1	0	0
Permits Specialist	7	0	0
Permits Supervisor	3	0	0
Property Standards Code Enforcement Officer	3	0	0
Property Standards Inspector	75	0	0
Realty Specialist	1	0	0
<b>TOTAL</b>	<b>321</b>	<b>0</b>	<b>0</b>

**Expenditures by Category - General Fund**

Category	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimate	FY 2026 Approved	Change FY25-FY26	
					Amount (\$)	Percent (%)
Compensation	\$27,143,063	\$27,828,700	\$30,037,300	\$30,059,600	\$2,230,900	8.0%
Fringe Benefits	8,936,335	10,057,500	10,332,700	10,520,200	462,700	4.6%
Operating	11,410,433	12,232,500	12,531,500	10,497,400	(1,735,100)	-14.2%
Capital Outlay	—	—	—	—	—	—
<b>SubTotal</b>	<b>\$47,489,831</b>	<b>\$50,118,700</b>	<b>\$52,901,500</b>	<b>\$51,077,200</b>	<b>\$958,500</b>	<b>1.9%</b>
Recoveries	(18,631,311)	(17,787,700)	(18,375,200)	(18,111,300)	(323,600)	1.8%
<b>Total</b>	<b>\$28,858,520</b>	<b>\$32,331,000</b>	<b>\$34,526,300</b>	<b>\$32,965,900</b>	<b>\$634,900</b>	<b>2.0%</b>

In FY 2026, compensation expenditures increase 8.0% over the FY 2025 budget primarily due to the annualization of FY 2025 and FY 2026 planned salary adjustments. Compensation costs include funding for 321 out of 321 full time positions, two new investigators to support the County's Rent Stabilization program, four personal service contracts for hearing officers and eight temporary/seasonal employees. Also, funding in the amount of \$372,200 is included to support classification upgrades for engineers and engineering technicians based on recommendations from an Engineer Classification Study implemented by the Office of Human Resources Management. Fringe benefits expenditures increase 4.6% over the FY 2025 budget as a result of the compensation adjustments and a lower fringe rate based on the projected cost of pension and healthcare expenses.

Operating expenditures decrease -14.2% under the FY 2025 budget due primarily to decreases in supplies, equipment, vehicle repair and maintenance, gas and oil, training costs and engineering consulting services. Funding totaling \$3.5 million will provide support for the permitting and licensing system.

Recoveries increase 1.8% over the FY 2025 budget to reflect an increase in recoverable expenditures primarily resulting from increase in compensation and other eligible costs. Recoveries are from the Department of the Environment (DOE) Stormwater Management Fund.

**Expenditures by Division - General Fund**

Category	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimate	FY 2026 Approved	Change FY25-FY26	
					Amount (\$)	Percent (%)
Director's Office	\$9,222,704	\$9,054,400	\$9,410,800	\$9,281,900	\$227,500	2.5%
Permitting and Licensing	2,527,668	2,504,700	2,875,600	2,815,600	310,900	12.4%
Site/Road Plan Review	903,278	775,200	1,034,300	1,032,600	257,400	33.2%
Building Plan Review	1,708,906	4,856,100	4,759,400	5,097,800	241,700	5.0%
Inspections	3,810,628	3,913,700	4,442,100	3,882,500	(31,200)	-0.8%
Enforcement	10,685,336	11,226,900	12,004,100	10,855,500	(371,400)	-3.3%
<b>Total</b>	<b>\$28,858,520</b>	<b>\$32,331,000</b>	<b>\$34,526,300</b>	<b>\$32,965,900</b>	<b>\$634,900</b>	<b>2.0%</b>

## General Fund - Division Summary

Category	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimate	FY 2026 Approved	Change FY25-FY26	
					Amount (\$)	Percent (%)
Director's Office						
Compensation	\$4,524,280	\$4,842,300	\$5,176,300	\$5,673,900	\$831,600	17.2%
Fringe Benefits	1,511,828	1,706,200	1,780,600	1,985,900	279,700	16.4%
Operating	5,597,028	5,334,100	5,590,900	4,570,300	(763,800)	-14.3%
Capital Outlay	—	—	—	—	—	
SubTotal	\$11,633,136	\$11,882,600	\$12,547,800	\$12,230,100	\$347,500	2.9%
Recoveries	(2,410,432)	(2,828,200)	(3,137,000)	(2,948,200)	(120,000)	4.2%
Total Director's Office	\$9,222,704	\$9,054,400	\$9,410,800	\$9,281,900	\$227,500	2.5%
Permitting and Licensing						
Compensation	\$3,408,568	\$3,475,500	\$3,746,500	\$3,714,100	\$238,600	6.9%
Fringe Benefits	1,169,769	1,262,700	1,288,800	1,299,900	37,200	2.9%
Operating	994,503	1,102,200	1,083,000	985,700	(116,500)	-10.6%
Capital Outlay	—	—	—	—	—	
SubTotal	\$5,572,840	\$5,840,400	\$6,118,300	\$5,999,700	\$159,300	2.7%
Recoveries	(3,045,172)	(3,335,700)	(3,242,700)	(3,184,100)	151,600	-4.5%
Total Permitting and Licensing	\$2,527,668	\$2,504,700	\$2,875,600	\$2,815,600	\$310,900	12.4%
Site/Road Plan Review						
Compensation	\$4,204,359	\$4,378,500	\$4,780,400	\$4,315,300	\$(63,200)	-1.4%
Fringe Benefits	1,366,131	1,591,100	1,644,500	1,510,400	(80,700)	-5.1%
Operating	428,955	480,800	470,600	728,900	248,100	51.6%
Capital Outlay	—	—	—	—	—	
SubTotal	\$5,999,445	\$6,450,400	\$6,895,500	\$6,554,600	\$104,200	1.6%
Recoveries	(5,096,167)	(5,675,200)	(5,861,200)	(5,522,000)	153,200	-2.7%
Total Site/Road Plan Review	\$903,278	\$775,200	\$1,034,300	\$1,032,600	\$257,400	33.2%
Building Plan Review						
Compensation	\$2,900,866	\$3,215,900	\$3,193,800	\$3,313,000	\$97,100	3.0%
Fringe Benefits	938,242	1,174,200	1,098,700	1,159,600	(14,600)	-1.2%
Operating	439,852	466,000	466,900	625,200	159,200	34.2%
Capital Outlay	—	—	—	—	—	
SubTotal	\$4,278,960	\$4,856,100	\$4,759,400	\$5,097,800	\$241,700	5.0%
Recoveries	(2,570,054)	—	—	—	—	
Total Building Plan Review	\$1,708,906	\$4,856,100	\$4,759,400	\$5,097,800	\$241,700	5.0%

**General Fund - Division Summary** *(continued)*

Category	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimate	FY 2026 Approved	Change FY25-FY26	
					Amount (\$)	Percent (%)
Inspections						
Compensation	\$6,075,860	\$5,954,000	\$6,567,900	\$6,609,800	\$655,800	11.0%
Fringe Benefits	1,954,227	2,159,200	2,259,400	2,313,400	154,200	7.1%
Operating	1,290,027	1,749,100	1,749,100	1,416,300	(332,800)	-19.0%
Capital Outlay	—	—	—	—	—	
SubTotal	\$9,320,114	\$9,862,300	\$10,576,400	\$10,339,500	\$477,200	4.8%
Recoveries	(5,509,486)	(5,948,600)	(6,134,300)	(6,457,000)	(508,400)	8.5%
Total Inspections	\$3,810,628	\$3,913,700	\$4,442,100	\$3,882,500	\$(31,200)	-0.8%
Enforcement						
Compensation	\$6,029,130	\$5,962,500	\$6,572,400	\$6,433,500	\$471,000	7.9%
Fringe Benefits	1,996,138	2,164,100	2,260,700	2,251,000	86,900	4.0%
Operating	2,660,068	3,100,300	3,171,000	2,171,000	(929,300)	-30.0%
Capital Outlay	—	—	—	—	—	
SubTotal	\$10,685,336	\$11,226,900	\$12,004,100	\$10,855,500	\$(371,400)	-3.3%
Recoveries	—	—	—	—	—	
Total Enforcement	\$10,685,336	\$11,226,900	\$12,004,100	\$10,855,500	\$(371,400)	-3.3%
Total	\$28,858,520	\$32,331,000	\$34,526,300	\$32,965,900	\$634,900	2.0%

## DIVISION OVERVIEW

### Director's Office

The Office of the Director is responsible for the direction, planning, implementation and administration of services provided by the agency's five operating divisions which include the Division of Permitting and Licensing, Division of Site/Road Plan Review, Division of Building Plan Review, Division of Inspections and Division of Enforcement. The Director works collaboratively with utility companies, State Highway Administration, Maryland National Capital Park and Planning Commission (M-NCPPC) and other government agencies to address interagency concerns.

### Fiscal Summary

In FY 2026, the division expenditures increase \$227,500 or 2.5% over the FY 2025 budget. Staffing resources increased by three positions over the FY 2025 budget primarily due to two new investigators and one position reallocated from the Enforcement division. The primary budgetary changes include:

- An increase in personnel costs due to the annualization of FY 2025 and FY 2026 planned salary adjustments and two new investigators.

- An increase in fringe benefit costs to align with the projected costs for healthcare and pension expenses and additional positions offset with a lower budgeted fringe rate.
- A decrease in operating expenses due to reductions in contracts for technology and temporary services.
- An increase in recoverable costs based on current recovery rates.

	FY 2025 Budget	FY 2026 Approved	Change FY25-FY26	
			Amount (\$)	Percent (%)
<b>Total Budget</b>	<b>\$9,054,400</b>	<b>\$9,281,900</b>	<b>\$227,500</b>	<b>2.5%</b>
<b>STAFFING</b>				
Full Time - Civilian	43	46	3	7.0%
Full Time - Sworn	0	0	0	0.0%
<b>Subtotal - FT</b>	<b>43</b>	<b>46</b>	<b>3</b>	<b>7.0%</b>
Part Time	0	0	0	0.0%
Limited Term	0	0	0	0.0%

## Permitting and Licensing

This division is comprised of four sections: the Permits Administration Section, Special Services (Homeowners and Mega Projects) Suite, Business Licensing Center and the Cashier's Office.

The Permits Administration Section is responsible for the core services of the agency such as application processing, plan intake and distribution, telephone coverage, records management, permit renewals, responses to public information requests, dissemination of accurate information and permit issuance. The adopted building code and the State of Maryland requires that all permit records, including all paperwork and plans, must be archived in accordance with the State's regulations for file retention. In order to enhance customer service by shortening the time that it takes for the agency to perform a permit issuance, a controlled point of entry was established, and intake personnel are cross-trained for all aspects of permit applications and submittals.

The Special Services Suite manages the fast-track permit processing for major projects that will enhance economic growth in the County and provide support for homeowners with smaller projects. This unit coordinates meetings with customers and the appropriate reviewing disciplines.

The Business Licensing Center regulates various business activities per the County Code by processing and issuing over 25 business licenses and over 15 Health Department licenses. Additionally, staff ensure that certain use and occupancy permits are current and that licenses adhere to professional standards and operate in accordance with the County Code.

The Cashier's Office accepts cash and check payments from customers paying for business licenses and all

permit types, ensuring County policies and procedures are adhered to for revenue intake.

## Fiscal Summary

In FY 2026, the division expenditures increase \$310,900 or 12.4% over the FY 2025 budget. Staffing resources increased by one position over the FY 2025 budget primarily due to the reallocation of one position from the Enforcement division. The primary budget changes include:

- An increase in compensation due to the annualization of FY 2025 and FY 2026 planned salary adjustments.
- An increase in fringe benefit costs primarily to align with the projected costs for healthcare and pension expenses offset with a lower budgeted fringe rate.
- A decrease in operating expenditures primarily due to reductions in funding for temporary service contracts.
- A decrease in recoveries based on current recovery rates.

	FY 2025 Budget	FY 2026 Approved	Change FY25-FY26	
			Amount (\$)	Percent (%)
<b>Total Budget</b>	<b>\$2,504,700</b>	<b>\$2,815,600</b>	<b>\$310,900</b>	<b>12.4%</b>
<b>STAFFING</b>				
Full Time - Civilian	43	44	1	2.3%
Full Time - Sworn	0	0	0	0.0%
<b>Subtotal - FT</b>	<b>43</b>	<b>44</b>	<b>1</b>	<b>2.3%</b>
Part Time	0	0	0	0.0%
Limited Term	0	0	0	0.0%

### Site/Road Plan Review

The Site/Road Plan Review Division performs engineering plan, permit review and approval services pertaining to site grading, drainage, stormwater management, floodplain, traffic, County public and private roads and site work. This division interacts with developers, engineers, architects, citizens, homeowners, County and State CIP teams, utility companies and others to assist in the issuance of approvals and permits for site related activities. This division interacts with other agencies (M-NCPPC, Soil Conservation District, Washington Suburban Sanitary Commission (WSSC), State Highway Administration (SHA), Maryland Department of the Environment (MDE) and the U.S. Army Corps of Engineers) to coordinate approvals and permits compatible with approvals issued by these agencies.

The Utility/Technical Support Section implements the policy and specification for utility installation and maintenance in order to enhance the safety and convenience for the traveling public and mitigates the impact of utility work on local community residents.

### Fiscal Summary

In FY 2026, the division expenditures increase \$257,400 or 33.2% over the FY 2025 budget. Staffing

resources remain unchanged from the FY 2025 budget. The primary budget changes include:

- A decrease in compensation costs due to an increase in budgeted vacancy lapse and attrition.
- A decrease in fringe benefit costs due to compensation reductions.
- An increase in operating costs primarily due to administrative and other contractual services.
- A decrease in recovered costs based on current recovery rates.

	FY 2025 Budget	FY 2026 Approved	Change FY25-FY26	
			Amount (\$)	Percent (%)
<b>Total Budget</b>	<b>\$775,200</b>	<b>\$1,032,600</b>	<b>\$257,400</b>	<b>33.2%</b>
<b>STAFFING</b>				
Full Time - Civilian	41	41	0	0.0%
Full Time - Sworn	0	0	0	0.0%
<b>Subtotal - FT</b>	<b>41</b>	<b>41</b>	<b>0</b>	<b>0.0%</b>
Part Time	0	0	0	0.0%
Limited Term	0	0	0	0.0%

### Building Plan Review

The Building Plan Review Division contains two sections that include Building Plan Review and Health Review.

The Building Plan Review Section is responsible for the following activities:

- Commercial building plan reviews for fire, structural, electrical, mechanical, ADA, energy and accessibility
- Residential building plan reviews for structural and energy compliance
- Commercial and residential sprinkler reviews
- Commercial fire alarm reviews
- Building code variances and waivers
- Administration of the Electrical Code

The Health Review Section reviews plans and performs inspections related to new well and septic systems, swimming pools and licensed food establishments.

### Fiscal Summary

In FY 2026, the division expenditures decrease \$241,700 or 5.0% over the FY 2025 budget. Staffing

resources remained unchanged from the FY 2025 budget. The primary budget changes include:

- An increase in compensation due to the annualization of FY 2025 and FY 2026 planned salary adjustments.
- A decrease in fringe benefit expenses to align with the projected costs for healthcare and pension expenses offset with a lower budgeted fringe rate.
- A decrease in operating expenditures due to reductions in funding for engineering and temporary service contracts.

	FY 2025 Budget	FY 2026 Approved	Change FY25-FY26	
			Amount (\$)	Percent (%)
<b>Total Budget</b>	<b>\$4,856,100</b>	<b>\$5,097,800</b>	<b>\$241,700</b>	<b>5.0%</b>
<b>STAFFING</b>				
Full Time - Civilian	33	33	0	0.0%
Full Time - Sworn	0	0	0	0.0%
<b>Subtotal - FT</b>	<b>33</b>	<b>33</b>	<b>0</b>	<b>0.0%</b>
Part Time	0	0	0	0.0%
Limited Term	0	0	0	0.0%

## Inspections

The Inspections Division provides regulation of construction, development and grading activity in the County, with the exception of the City of Laurel. This division completes inspections of all horizontal (site grading, stormwater management, road/bridge and utility) and vertical (structural, electrical, mechanical, fire-life safety, energy, and accessibility) elements of new development or improved projects.

The following sections comprise this division: Site/Road Inspection, Residential Building Inspection, Commercial Construction and Life Safety Section, Fire Inspections and the Water and Sewer/Plumbing/Gas Connection Review Section.

The Site/Road Inspection Section inspects horizontal related permits broken down into three districts, North, Central and South. In addition, site/road inspectors evaluate the existing infrastructure (bridges, sidewalks, driveway aprons, roadways and storm drainage structures) and make recommendations for modifications and the repair of the infrastructure for inclusion in the capital improvement program. Utility inspectors ensure that utility work conducted in the public right-of-way is performed in a manner consistent with the County's policy and specification for utility installation and maintenance.

The Residential Building Inspection Section conducts inspections of residential construction and light commercial projects. Through the use of a combination of inspectors, staff evaluate new construction for compliance with structural, life safety, mechanical, electrical and grading requirements.

The Commercial Construction and Life Safety Section provides commercial electrical inspections for commercial projects that are not third party. This includes stores, offices, schools, restaurants and places of worship, as well as home generators. The section adopted the 2018 International Building, Residential, Mechanical, Energy and Fire Codes and the 2017 National Electric Code with County Subtitles 4, 9, and 11.

Regarding Fire Inspections, DPIE shares joint responsibility with the Office of the Fire Marshal (Fire

Prevention and Life Safety Office) in the Fire/EMS Department for fire code enforcement. The division of responsibility is delegated by the Fire Chief to DPIE through a Memorandum of Understanding. DPIE is responsible for fire code enforcement associated with a permit for building or occupancy. Fire Prevention is responsible for existing buildings that have an associated use and occupancy permit.

The Water and Sewer/Plumbing/Gas Connection Review Section is included within this division and is funded by the Washington Suburban Sanitary Commission (WSSC).

## Fiscal Summary

In FY 2026, the division expenditures decrease -\$31,200 or -0.8% under the FY 2025 budget. Staffing resources remained unchanged from the FY 2025 budget. The primary budget changes include:

- An increase in compensation due primarily to the annualization of FY 2025 and FY 2026 planned salary adjustments.
- An increase in fringe benefit expenditures to align with projected costs for healthcare and pension expenses offset with a lower budgeted fringe rate.
- A decrease in operating expenditures primarily due to reductions in engineering and temporary service contracts.
- An increase in recoveries based on current recovery rates.

	FY 2025 Budget	FY 2026 Approved	Change FY25-FY26	
			Amount (\$)	Percent (%)
<b>Total Budget</b>	<b>\$3,913,700</b>	<b>\$3,882,500</b>	<b>\$(31,200)</b>	<b>-0.8%</b>
<b>STAFFING</b>				
Full Time - Civilian	71	71	0	0.0%
Full Time - Sworn	0	0	0	0.0%
<b>Subtotal - FT</b>	<b>71</b>	<b>71</b>	<b>0</b>	<b>0.0%</b>
Part Time	0	0	0	0.0%
Limited Term	0	0	0	0.0%

## Enforcement

The Division of Enforcement contains several sections that include Administrative Support, Residential Property Standards and Zoning and Commercial Property Standards.

This division enforces the zoning ordinance, use and occupancy permits, anti-litter and weed ordinances and the Property Maintenance Ordinance and Housing Code. It also educates residents and homeowner/civic associations about the County's community initiatives. This division's focus is on sustaining the existing structures in Prince George's County.

The Administrative Section consists of administrative aides, general clerks and public service aides who perform administrative functions.

The Residential Property Standards Section includes the Multi-Family Unit and Single-Family Unit. The function of this section is to enforce the minimum standards of the Prince George's County Housing Code. The Multi-Family Unit focuses on multi-family and common ownership housing properties. This unit responds to interior and exterior apartment complex and condominium complaints and conducts surveys of these properties. In addition, violation notices are issued to property owners for any deficiencies noted. The Single-Family Unit focuses on single-family homes.

The Zoning and Commercial Property Standards Section focuses on commercial property, responding to commercial complaints and conducting surveys. In addition, violation notices will be issued to property owners for any deficiencies noted by the inspection staff.

The purpose is to enforce the minimum standards of the Prince George's County Code.

## Fiscal Summary

In FY 2026, the division expenditures decrease -\$371,400 or -3.3% under the FY 2025 budget. Staffing resources decrease by two positions under the FY 2025 budget primarily due to the reallocation of one position to the Office of the Director and one position to the Permitting and Licensing divisions. The primary budget changes include:

- An increase in compensation due to the annualization of FY 2025 and FY 2026 planned salary adjustment.
- A decrease in fringe benefits due to align with projected costs for healthcare and pension expenses offset with a lower budgeted fringe rate.
- A decrease in operating expenses due to reductions in engineering consultant contracts, temporary service contracts and Clean Lot contracts.

	FY 2025 Budget	FY 2026 Approved	Change FY25-FY26	
			Amount (\$)	Percent (%)
<b>Total Budget</b>	<b>\$11,226,900</b>	<b>\$10,855,500</b>	<b>\$(371,400)</b>	<b>-3.3%</b>
<b>STAFFING</b>				
Full Time - Civilian	88	86	(2)	-2.3%
Full Time - Sworn	0	0	0	0.0%
<b>Subtotal - FT</b>	<b>88</b>	<b>86</b>	<b>(2)</b>	<b>-2.3%</b>
Part Time	0	0	0	0.0%
Limited Term	0	0	0	0.0%

## SERVICE DELIVERY PLAN AND PERFORMANCE

**Goal 1** — To provide for site, road and building sustainability services for new construction and alteration of residential/commercial buildings and properties.

**Objective 1.1** — Reduce the average amount of time to issue a building permit.

FY 2030 Target	FY 2023 Actual	FY 2024 Actual	FY 2025 Estimated	FY 2026 Projected	Trend
40	42	43	44	42	↔

### Trend and Analysis

In FY 2024, DPIE completed numerous initiatives to automate many of its functions through online systems for permit and license application and issuance, plan review, inspections, and enforcement efforts. This included DPIE's new permitting and licensing system, along with transparency tools such as Application Tracker and LookSee, ePlan, the Virtual Permit Cafe (VPC), and other enhancements, all of which provided online remote access to obtain permits and licenses more efficiently. These automation initiatives enabled the Department to enhance services to the public. Notably, building permits issued increased significantly in FY 2024. The Department had also undertaken improvements to customer service and business process changes to enhance service delivery, and the benefits of these changes began to be realized. Specifically, the agency's customer service reviews increased from an average of 2.0 to 4.0, reflecting the positive impact of streamlined processes and improved responsiveness.

### Performance Measures

Measure Name	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Estimated	FY 2026 Projected
<b>Resources (Input)</b>					
Outside individuals certified for Peer Review Program - Site/Road	37	37	48	48	48
Outside individuals certified for Peer Review Program- Building	52	54	59	59	59
<b>Workload, Demand and Production (Output)</b>					
Site/road permits issued	2,018	2,044	2,970	1,938	2,747
Building plan permits issued	41,379	42,601	67,304	48,059	49,981
<b>Impact (Outcome)</b>					
Days for DPIE building plan review	41	42	43	44	42

**Objective 1.2** — Increase the percentage of building and site/road development inspections completed within two days after request.

FY 2030 Target	FY 2023 Actual	FY 2024 Actual	FY 2025 Estimated	FY 2026 Projected	Trend
98%	98%	97%	97%	97%	↔

## Trend and Analysis

The Inspections Division combines the resources of the Building and Site/Road Inspection sections. The scheduling of inspections is done remotely through online or telephone-based systems. The use of virtual inspections enables DPIE inspectors to perform inspections of interior building features without direct interaction between DPIE inspectors and persons at construction sites. Inspections conducted and violations issued have remained stable year over year. Inspections Division staff who are County residents have reduced their time to perform their inspection duties by taking their County vehicles home after work. Non-resident inspectors can park their County vehicles overnight in approved County-owned parking facilities near their assignment areas instead of having to travel to and from the DPIE Inspections Annex in Largo each day. These changes have improved inspection staff safety and productivity and enhanced the Division's ability to schedule and perform requested inspections within two days of receiving a request; additionally, it addresses unscheduled inspections relating to damaged structures.

## Performance Measures

Measure Name	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Estimated	FY 2026 Projected
<b>Workload, Demand and Production (Output)</b>					
Inspections conducted	201,631	203,825	198,123	216,996	218,621
Violations issued	1,190	1,610	983	1,005	1,083
<b>Quality</b>					
Customer approval rating based on maximum 4.0 scale	2	2	3	3	3
<b>Impact (Outcome)</b>					
Days to conduct an inspection after request	3	2	2	2	2
Building and site development inspections completed within two days	97%	98%	97%	97%	97%

**Goal 2** — To provide for the sustainability of existing residential and commercial properties through inspection and enforcement to ensure properties in the County are in compliance with established regulations.

**Objective 2.1** — Increase number of properties with violations that are found in compliance with County property standards codes upon reinspection.

FY 2030 Target	FY 2023 Actual	FY 2024 Actual	FY 2025 Estimated	FY 2026 Projected	Trend
66%	68%	63%	66%	66%	↓

## Trend and Analysis

The Enforcement Division staff inspects both residential and commercial properties to ensure compliance with applicable property standards, codes and zoning ordinances. The interiors of single-family and multi-family rental units are inspected by code enforcement inspectors with continued emphasis on senior living facilities. Notably, violation notices issued increased substantially from FY 2023 to FY 2024. The implementation of DPIE's new permitting and licensing system has enabled the Enforcement Division to undergo business process improvements that focus on efficiencies. Improvements include the triage of service requests, which eliminates the administrative burden of investigating cases that do not belong to the agency, enabling enforcement inspectors to operate more efficiently.

**Performance Measures**

Measure Name	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Estimated	FY 2026 Projected
<b>Workload, Demand and Production (Output)</b>					
Inspections	18,201	14,511	17,268	17,880	19,893
Violation notices issued	4,497	3,402	6,034	7,429	7,635
Re-inspections	5,480	4,406	6,442	5,210	5,500
Number of Properties Boarded Up by County	13	10	9	12	10
Number of Properties Cleaned Up by County	134	173	125	140	0
<b>Quality</b>					
Customer Satisfaction with Enforcement Services	2	2	4	2	2
<b>Impact (Outcome)</b>					
Re-inspection cases found in compliance	54%	68%	63%	66%	66%

**Goal 3** — To provide for the timely issuance of licenses in compliance with the County Code.

**Objective 3.1** — Increase the issuance of business and health licenses and permits within one day of application.

FY 2030 Target	FY 2023 Actual	FY 2024 Actual	FY 2025 Estimated	FY 2026 Projected	Trend
80%	80%	80%	80%	80%	↔

**Trend and Analysis**

The Licensing Division issues over 20 different business licenses in the County. Most licenses are issued on an annual cycle. The division integrates the licensing process with DPIE's new permitting and licensing system for license processing, tracking, and payment and various teleconferencing applications for prompt issuance of business licenses. These various platforms facilitate online access and have been instrumental in enabling staff to efficiently process license/permit applications and issue the resulting licenses and permits. Many of these processes have been integrated and automated with the deployment of the new permitting and licensing system.

**Performance Measures**

Measure Name	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Estimated	FY 2026 Projected
<b>Workload, Demand and Production (Output)</b>					
Business licenses issued	531	410	407	420	435
Health license permits issued	1,372	2,025	1,854	2,000	2,000
<b>Impact (Outcome)</b>					
Days to issue a license/permit	1	1	1	1	1
Licenses/permits issued within one day after receipt of application	80%	80%	80%	80%	80%