



Melinda Bolling
Director

Community Partners Meeting



Thursday
December 5, 2019

DPIE at a Glance

DPIE manages County government operations in the areas of permitting, business licensing, plan review, inspections and property maintenance enforcement.

DPIE includes six divisions:

- **Permitting and Licensing** — Processes building and site plan permits
- **Building Plan Review** — Reviews plans for residential and commercial projects
- **Site/Road Plan Review** — Reviews and approves site and roadway plans for proposed development and road improvement projects
- **Inspections** — Regulates construction, development and grading through inspection and enforcement of codes
- **Enforcement** — Investigates code violations at residential, commercial and industrial properties to maintain the safety and aesthetic value of our communities
- **Administrative Services** — Responsible for human resources management, budget, procurement and facilities management

Remember to Always PYP: Permit Your Projects!

You need a permit before. . .

Improving your kitchen

Renovating a bathroom

Finishing your basement



Visit the DPIE website at <https://md-princegeorgescounty.civicplus.com/1497/Permits> or call 301-883-2050 for information.

Frequent Code Violations



- Placing trash or items to be picked up on the curb days before a scheduled pickup
- Parking commercial vehicles in driveways or on residential streets
- Doing unpermitted residential or commercial construction
- Performing automotive work on a driveway or street
- Leaving abandoned properties unsafe and unsecured
- Failing to adequately maintain a property
- Operating a business out of a residence

Winterize Your Property

- Remove outdated holiday-related decorations and neatly display any that are appropriate to the season.
- Put away or cover and secure outdoor furniture, grills and large children's yard toys.
- Repair peeling paint, loose siding, ragged gutters and sagging downspouts.
- Fix broken windows and doors.
- Clear away fallen branches, trash and debris, and open storage.
- Remove old appliances, building materials, furniture, garbage, untagged vehicles and vehicle parts.
- Clean and secure your vacant property.



Sidewalk Snow & Ice Removal Inspection Program

- **Purpose:** To ensure the removal of snow and ice from paved sidewalks along County maintained roads per requirements in Section 23-150 of the County Code's Road Ordinance.
- **Applicability:** Owners, tenants and managers of commercial and residential properties abutting paved sidewalks.
- **Requirement:** Remove accumulated snow and ice from paved sidewalks within 48 hours after snow has fallen or ice has accumulated as a result of inclement weather.



Actions Taken

- **Notice of Violation:** Those not clearing the sidewalk abutting their properties within 24 hours will receive a reminder notice.
- **Citation:** Those not clearing their sidewalks within 24 hours of being issued a reminder notice can be issued a citation for a fine of \$100.
 - After the issuance of the first notice, a fine of **\$100 per day** will be assessed until the snow/ice is cleared.
 - If sidewalks are not cleared in a timely manner, the County can hire a contractor to do the work. The cost will be added to the fine.

PRINCE GEORGE'S COUNTY
CONDADO DE PRINCE GEORGE
Department of Permitting, Inspections and Enforcement
Departamento de Permisos, Inspecciones y Aplicación

**IMPORTANT NOTICE:
AVISO IMPORTANTE:
SIDEWALK SNOW
AND ICE REMOVAL
REMOCIÓN DE EL HIELO Y
LA NIEVE EN LA ACERA**

Address/Dirección: _____

Dear Occupant/Estimado Inquilino:
Inspector _____ (Print/Levra)

Inspector's Phone #/Teléfono del Inspector: _____

visited your area on/Visitó su área en: _____
(Date/Time/Fecha y hora)

to inspect sidewalks for snow and ice. Per Prince George's County Code, Sec. 23-150, it is the responsibility of the owner, lessor or lessee of a residential dwelling unit or commercial property to remove snow and treat ice on a sidewalk abutting your property within 48 hours after snow has fallen or ice has formed. Per this notice, snow/ice needs to be removed from the sidewalk abutting your property. A follow-up compliance inspection will be conducted to ensure sidewalk clearance.

para inspeccionar la nieve en la acera y acumulación de hielo. De acuerdo al Código del Condado de Prince George, Sec. 23-150, es la responsabilidad del propietario, arrendador, o arrendatario de una unidad de vivienda residencial o local comercial quitar o remover la nieve y tratar la acera con sal en las áreas colindantes a su propiedad dentro de las 48 horas después que la nieve ha caído o que el hielo se haya formado. Mediante el presente aviso, se le informa que la nieve y el hielo deberá ser removido de la acera colindante con su propiedad. Para asegurar el cumplimiento de la remoción de la nieve y el hielo se llevará a cabo una inspección para garantizar la limpieza de la acera.

P.G. DPIE 018 & 0190 (Rev. 1/10)



Sidewalk Snow & Ice Removal Inspection Program

- **Please be prepared:** If you are unable to clear your own sidewalks, **plan ahead** and have someone ready to assist with your snow removal needs.
- **Please be a good neighbor:** Making sure that sidewalks are cleared of snow and ice is an important safety consideration, especially for young children, students who walk to school, seniors and pedestrians who have ambulatory disabilities.

For questions, please call:

301-883-6168



Short-Term Rentals Program Overview

- In September 2018, the Prince George's County Council adopted legislation to establish a Short-Term Rentals (STR) Program in the County.
- The program commenced on October 1, 2019.
- It is administered by DPIE.

DR-4

COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND
2018 Legislative Session

Bill No. _____ CB-11-2018
Chapter No. _____ 84
Proposed and Presented by The Chair (by request – County Executive)
Introduced by Council Members Davis, Glaros, Turner, Taveras, Franklin and Patterson
Co-Sponsors _____
Date of Introduction September 25, 2018

BILL

1 AN ACT concerning Short-Term Rentals
2 For the purpose of establishing permitting and licensing requirements, fees and applicable
3 standards for short-term rentals and generally related to short-term rentals.
4 BY adding:
5 SUBTITLE 5. BUSINESSES AND LICENSES.
6 Sections 7A-101, 7A-102, 7A-103, 7A-104, 7A-105,
7 7A-106, 7A-107, 7A-108, 7A-109, 7A-110, 7A-111,
8 and 7A-112,
9 The Prince George's County Code
10 (2015 Edition; 2017 Supplement).
11 SECTION 1. BE IT ENACTED by the County Council of Prince George's County,
12 Maryland, that Sections 7A-101, 7A-102, 7A-103, 7A-104, 7A-105, 7A-106, 7A-107, 7A-108,
13 7A-109, 7A-110, 7A-111, and 7A-112 of the Prince George's County Code be and the same are
14 hereby added with the following amendments:
15 SUBTITLE 5. BUSINESSES AND LICENSES.
16 DIVISION 7A. SHORT-TERM RENTALS.
17 Sec. 7A-101. Purpose & Findings.
18 (a) This Division is to establish the licensing requirements for short-term rentals within
19 Prince George's County, Maryland. It also establishes the rules, regulations, fees, penalties and
20 enforcement provisions for short-term rentals. In the shared economy, hosting platforms enable
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Short-Term Rentals



- Under the Short-Term Rentals Program, County homeowners whose properties comply with County Code and who meet certain other criteria may seek a Short-Term Rental License to host renters working through established rental companies (platforms).
- The licenses cost \$150 per year and expire one year from the date of issuance.

STR Host Application Process Checklist

- Provide proof that Short-Term Rental License Neighbor Notification Form has been submitted to neighbors in adjacent homes.
- Provide proof that Short-Term Rental License Homeowners Association Notification Form has been submitted to the HOA.
- Pay the initial \$150 licensing fee; thereafter, an annual fee of \$150 would apply. All fees are nonrefundable.
- Provide a copy of current and valid liability insurance of at least \$1,000,000.
- Provide photographs to DPIE as proof the required smoke detectors and carbon monoxide detectors have been installed. Photos must be labeled to indicate location within the rental.
- Provide photographs to DPIE as proof the required fire extinguishers are placed at the required positions. Photos must be labeled to indicate location within the rental.
- Provide photographs to DPIE as proof the emergency contact information is conspicuously posted in the interior of the rental.

For more information, visit DPIE's webpage at <http://dpi.e.mypgc.us>.

We Hear You!

Administrative Hearing Unit (AHU)

The Administrative Hearing Unit is reducing the adjudication time for citations issued for properties in violation of Prince George's County Code.

The hearing officers issue summonses, notices and default orders for noncompliance. They handle complaints about unlawful vehicles, open storage, trash and debris, tall grass and weeds, etc. Citizens with complaints about code violations should report them to 311. The calls are routed to DPIE, which issues citations to the property owners. Respondents can 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.

From August 2018–present, the first 15 months of the AHU, 1,494 citations were issued by DPIE Enforcement Division inspectors to owners whose properties were in violation and 447 sought AHU hearings.

The unit's goal is to increase the number of cases heard within 90 days.



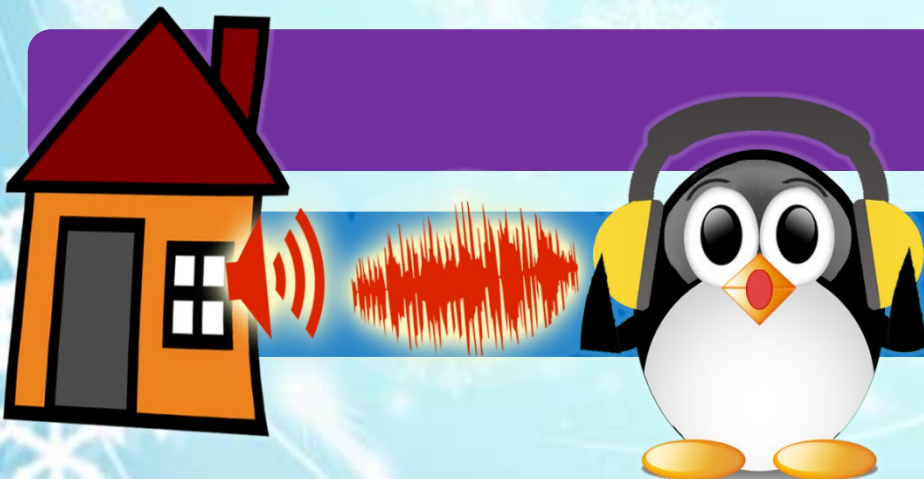
R_x for Troublesome Neighbors Nuisance Abatement Board (NAB)

Neighbors call 311 repeatedly to complain about suspected illegal activity at a home where strangers come and go at all times of the day and night. Police refer the homeowners to the NAB. The seven-member board hears complaints — such as this one — that allege acts that disturb the public peace; endanger the health, life or safety of citizens; and/or create a public nuisance.

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.

So far this year, 24 cases have been referred to the NAB.

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



Step One for County Complaints:



DPIE depends on our partners in the community to help us identify County code violations so they can be addressed.

The first step in reporting suspected violations is to call 311 (301-883-4748) or file a report online at CountyClick311@co.pg.md.us.

Contacting 311 allows County officials to track complaints and route them to the appropriate agencies.

You can follow up on your complaint with 311 using your reference number. Contact DPIE if you need additional information at 301-636-2020.

Important Phone Numbers

- **Complaints** **311 Call Center**
- **Abandoned Vehicles** **301-952-1873**
- **Animal Management** **301-780-7200**
- **Building/Construction Standards** **301-883-3820**
- **Bulky Trash** **301-883-4748**
- **DPIE Public Information** **301-636-2020**
- **Enforcement Division** **301-883-6168**
- **Licensing** **301-883-3840**
- **Permits Center** **301-636-2050**
- **Refuse, Recycling and Yard Waste** **301-952-7625**
- **Rental Licensing** **301-883-3840**
- **Short-Term Rental Licensing** **301-636-2037**



For information, contact DPIE PIO
Avis Thomas-Lester
(301) 636-2053
athomaslester@co.pg.md.us

HAPPY

Holidays