

DEPARTMENT OF PERMITTING, INSPECTIONS AND ENFORCEMENT- 168

MISSION AND SERVICES

Mission – The Department of Permitting, Inspections and Enforcement 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 -

- Evaluate proposed plans for new construction and alteration of residential and commercial buildings including review of plans, issuance of permits and inspection of projects to assure compliance with established site development, roadway, traffic and building requirements and codes
- Perform inspection of existing residential and commercial properties to enforce compliance with existing property standards, zoning requirements and building codes
- Issue licenses for business activities regulated under applicable County and other codes

Strategic Focus in FY 2015 -

The agency’s top priorities in FY 2015 are:

- Reduce the amount of time from permit application to issuance (including plan review and permit processing) for new building projects and for site/road development projects
- Provide one-day turnaround time for responding to requests for building and site development project inspections and for issuance of most business licenses
- Eliminate backlog of service requests sent to the Enforcement Division
- Identify a comprehensive enterprise system that integrates permit process, plan review, inspections, enforcement and licensing functions

FY 2015 BUDGET SUMMARY

GENERAL FUNDS

The FY 2015 approved General Fund budget for the Department of Permitting, Inspections and Enforcement (DPIE) is \$7,600,800, a decrease of \$404,100 or 5.0% under the FY 2014 budget.

Budgetary Changes -

FY 2014 BUDGET	\$8,004,900
Increase in operating contracts to expand services on mowing and debris removal to reduce neighborhood blight	\$357,500
Increase in compensation, including: funding to fill 48 vacancies to support operations of a one-stop shop; cost of living adjustments; and historical attrition	\$256,200
Increase in office automation	\$254,900
Increase in gas & oil to support inspections & enforcement	\$201,400
Net decrease in other operating expenditures	(\$59,500)
Increase in recoveries due to an increase in funded recoverable positions	(\$372,500)
Change in fringe benefits rate from 39.3% to 32.2% to reflect actual expenditures	(\$1,042,100)
FY 2015 APPROVED BUDGET	\$7,600,800

SERVICE DELIVERY PLAN AND PERFORMANCE

GOAL 1 - To provide for site, road and building sustainability services for new construction and alteration of residential and commercial buildings including review of plans, issuance of permits and inspection of projects to ensure structures in the County comply with established building codes and site development requirements and are safe and aesthetically pleasing.

Objective 1.1 - Reduce the average amount of time to review permit applications (including plan review and permit processing) for new building projects and site/road development projects.

Trend and Analysis - In August 2012, an Executive Order established DPIE, under which the Permitting and Licensing Division is responsible for the administration of the County's permitting functions, including permit application, plan screening and distribution, and permit issuance relating to new construction, alterations, and additions. The current permitting systems do not collect the necessary data to track this measure. DPIE is in process of identifying a new enterprise system that will collect the necessary data to track review time and provide great accountability and transparency.

Strategies to Accomplish the Objective -

- **Strategy 1.1.1** – Monitor staff review time
- **Strategy 1.1.2** – Provide training and cross-training of permit processing, licensing and cashier staffs to facilitate more adequate and flexible coverage at the Permit Counter, Licensing Center and Cashier's Office
- **Strategy 1.1.3** – Implement plan screening for all vertical and horizontal plans submitted for review
- **Strategy 1.1.4** – Continue to enhance technology to include the capabilities for online permitting and plan review

Objective 1.2 - Improve the quality of permit applications submitted for review.

Trend and Analysis - In August 2012, an Executive Order established DPIE, under which the Permitting and Licensing Division is responsible for the administration of the County's permitting functions, including permit application, plan screening and distribution, and permit issuance relating to new construction, alterations, and additions. This objective is new in FY 2015. The current permitting systems do not collect the necessary data to track this measure. DPIE is in process of identifying a new enterprise system that will collect the necessary data to track review time and provide great accountability and transparency.

Strategies to Accomplish the Objective -

- **Strategy 1.2.1** - Provide educational opportunities regarding permitting requirements to the design community in order to reduce the number of revisions required
- **Strategy 1.2.2** - Promote expanded use of the Department's Peer Review Program by permit applicants

Objective 1.3 - Increase the percentage of building and site development inspections completed in one day after requested.

Trend and Analysis - The Inspections Division combines the resources of the Building Inspections Section and the Site/Road Inspections Section. By integrating these two groups and providing greater training/cross-training opportunities, the division will be better able to deploy inspectors to where the workload is in terms of geographic location and type of inspection. In doing so, this will enhance the division's ability to schedule and perform requested inspections within a day of request, and also address unscheduled inspections related to damage structures.

Strategies to Accomplish the Objective -

- **Strategy 1.3.1** - Promote accountability strategy for inspectors and supervisors
- **Strategy 1.3.2** - Provide inspectors with cross-training to enable them to perform across disciplines (i.e., structural, electrical, mechanical, fire/life safety, etc.)
- **Strategy 1.3.3** - Provide all inspectors appropriate software and hardware that enables remote data entry, plans retrieval, image capture, violation notice issuance, etc.

GOAL 2 – To provide for property sustainability of existing residential and commercial properties through inspection and enforcement to ensure properties in the County comply with established property standards, zoning requirements and building codes and are safe and aesthetically pleasing.

Objective 2.1 - Reduce the number of the properties not in compliance with County property standards codes.

Trend and Analysis - The Division of Enforcement is responsible for inspecting both residential and commercial properties to ensure compliance with applicable property standards, building codes and zoning ordinances and to reduce instances of blight which undermine property values and safety. It is the intent of the Enforcement Division to re-inspect all properties/cases found to be in violation of County Code within 30 days of their compliance date. In addition, cases found not to be in compliance with County Code are to be escalated for further action (sent to Office of Law, create a tax lien, etc.) within 60 days of their compliance date.

Strategies to Accomplish the Objective -

- **Strategy 2.1.1** - Provide property standards inspectors with training/cross-training and applicable certification opportunities to enable them to effectively perform their functions and work across disciplines (i.e., residential, commercial, and zoning)
- **Strategy 2.1.2** - Provide property standards inspectors with appropriate software and hardware that enables remote data entry, plans retrieval, image capture violation notice issuance)

Objective 2.2 - Reduce neighborhood blight through follow-up actions including cleaning-up yards of abandoned properties, boarding up abandoned structures and demolishing condemned structures.

Trend and Analysis - Blight is a major threat to the viability of County neighborhoods where properties have been allowed to deteriorate, become abandoned and fall into complete disrepair. The Enforcement Division leads the efforts on behalf of DPIE of identifying blighted properties and those properties whose condition poses a safety hazard to neighborhood residents. In addition to identifying such properties, property standards inspectors are empowered to issue violation notices and civil citations to the property owners to encourage them to restore their properties to Code compliance. The Enforcement Division also has resources available to clean up, fix up, board up, and even demolish abandoned homes. Frequently, the property owner responds to a violation notice and civil citation by taking direct action to correct the violation.

Strategies to Accomplish the Objective

- **Strategy 2.2.1** - Conduct monthly tours of TNI neighborhoods to identify candidate properties for demolition or other remedial action by the County
- **Strategy 2.2.2** - Outreach to community partners to provide a survey of neighborhoods noting properties that are candidates for clean-up, fix-up, board-up or demolition
- **Strategy 2.2.3** - Apply all available funding for reducing blight in neighborhoods, including the TNI Blight Reduction Program

GOAL 3 - To provide for the timely issuance of permits and licenses for business activities in the County regulated under the County Code.

Objective 3.1 - Reduce on-site issuance time to one day for most business permits and licenses.

Trend and Analysis - Prior to the launch of DPIE in July 2013, the Business Licensing Section manually created business licenses and identification cards. With the creation of DPIE and the merging of the Business Licensing Unit and the Health Licensing Unit, the combined section adopted the licensing process used by the Health Department, including integrating the licensing process with the e-Permits system for license processing, tracking and payment; the Govolution system for credit card payment; and ID Works for prompt issuance of identification cards. In FY 2015, the target for on-site license issuance is one day for paper licenses and ID cards.

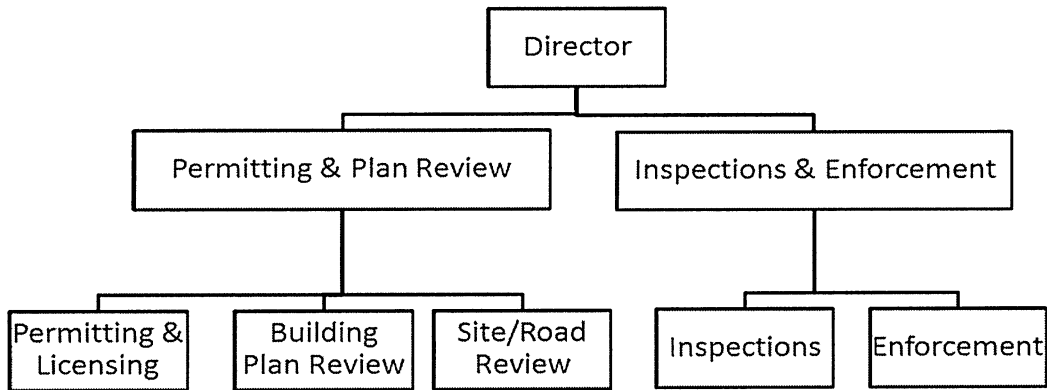
Strategies to Accomplish the Objective -

- **Strategy 3.1.1** - Cross-train Licensing Section staffs from business and health licensing units to become more flexible in performing licensing and cashier duties, as well as permit processing duties

FY 2014 KEY ACCOMPLISHMENTS

- Opened DPIE on July 1, 2013, formally integrating functional staffs from the Department of Environmental Resources, the Department of Public Works and Transportation and the Health Department, as well as co-locating staffs from the Office of Law and the Maryland National Capital Park and Planning Commission (M-NCPPC)
- Opened one-stop shop for all customer-facing functions of DPIE on newly renovated first floor:
 - Moved Permit Center and Cashier' Office from the 6th floor and the Licensing Center from other buildings
 - Established the Homeowner and Mega Projects Suite with a particular focus on larger signature projects
 - Implemented online capabilities for permit application, plan review and payment
 - Provided customer service amenities, including Welcome Station, internet service counter, online payment kiosks, WI-FI, ATM and vending machines
- Opened newly renovated second floor on February 10, 2014, for DPIE's plan review divisions and M-NCPPC
- Extended first-floor customer service hours to 8 a.m. through 4 p.m. and revised staff hours to keep first-floor services open during lunch hour
- Reduced backlog of 3-1-1 service requests by 71% for Enforcement Division from October 2013 to January 2014

ORGANIZATIONAL CHART



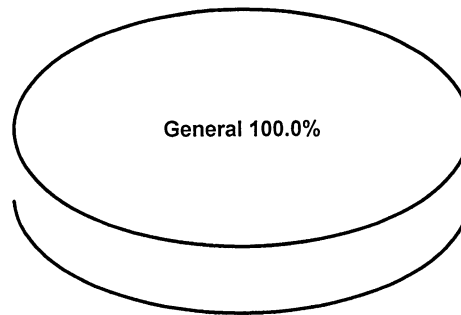
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FUNDS SUMMARY

	FY2013 ACTUAL	FY2014 BUDGET	FY2014 ESTIMATED	FY2015 APPROVED	CHANGE FY14-FY15
TOTAL EXPENDITURES	\$ 0	\$ 8,004,900	\$ 7,195,500	\$ 7,600,800	-5%
EXPENDITURE DETAIL					
Director's Office	0	3,113,700	2,811,500	2,851,200	-8.4%
Permitting And Licensing	0	3,128,400	2,902,600	3,166,500	1.2%
Site/road Plan Review	0	3,402,500	2,879,600	3,014,400	-11.4%
Building Plan Review	0	3,208,800	2,771,800	2,910,000	-9.3%
Inspections	0	5,645,600	5,401,900	6,437,700	14%
Enforcement	0	6,252,700	5,650,500	6,340,300	1.4%
Recoveries	0	(16,746,800)	(15,222,400)	(17,119,300)	2.2%
TOTAL	\$ 0	\$ 8,004,900	\$ 7,195,500	\$ 7,600,800	-5%
SOURCES OF FUNDS					
General Fund	\$ 0	\$ 8,004,900	\$ 7,195,500	\$ 7,600,800	-5%
Other County Operating Funds:					
TOTAL	\$ 0	\$ 8,004,900	\$ 7,195,500	\$ 7,600,800	-5%

FY2015 SOURCES OF FUNDS

This agency's funding is derived solely from the County's General Fund and partially recoverable from Stormwater Management Fund and Solid Waste Management Fund.

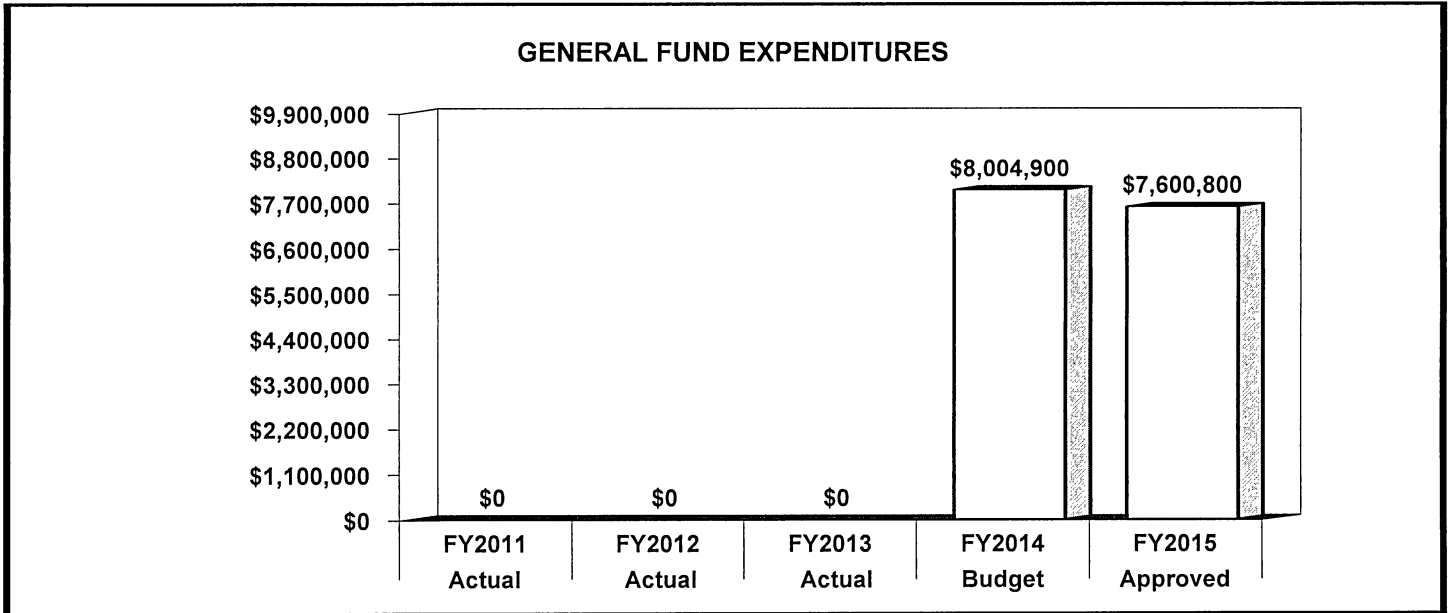


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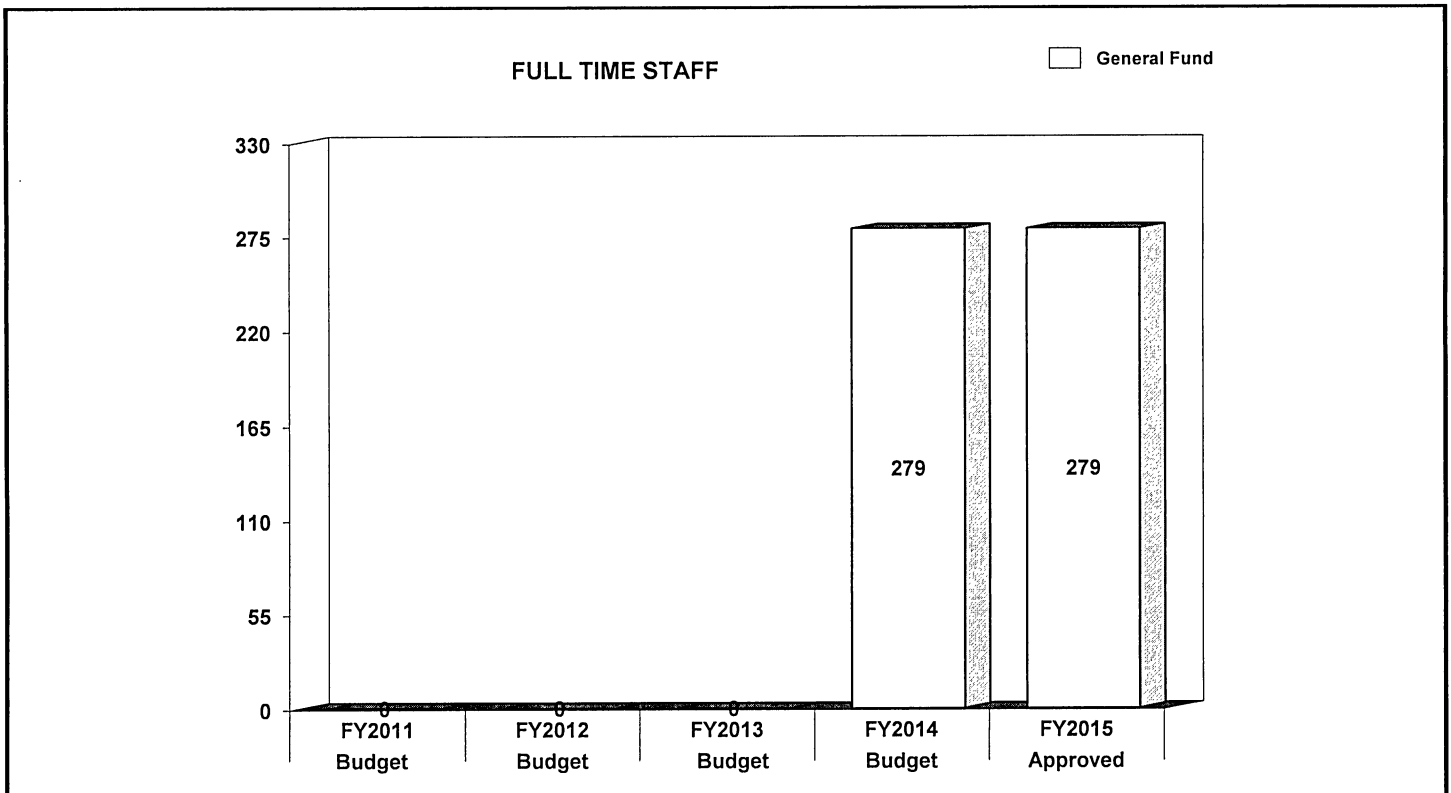
STAFF SUMMARY

	FY2013 BUDGET	FY2014 BUDGET	FY2015 APPROVED	CHANGE FY14-FY15
GENERAL FUND STAFF				
Full Time - Civilian	0	279	279	0
Full Time - Sworn	0	0	0	0
Part Time	0	0	0	0
Limited Term	0	0	0	0
OTHER STAFF				
Full Time - Civilian				
Full Time - Sworn				
Part Time				
Limited Term Grant Funded				
TOTAL				
Full Time - Civilian	0	279	279	0
Full Time - Sworn	0	0	0	0
Part Time	0	0	0	0
Limited Term	0	0	0	0

POSITIONS BY CATEGORY	FULL TIME	PART TIME	LIMITED TERM
Account Clerks	2	0	0
Administrative Aides	31	0	0
Administrative Specialists	5	0	0
Budget Analysts	3	0	0
Construction Enforcement Officers	3	0	0
Deputies	2	0	0
Engineering Technicians	14	0	0
Engineers	46	0	0
Environmental Sanitary Inspectors	5	0	0
General Clerks	9	0	0
Permit Specialists	15	0	0
Permit Supervisors	6	0	0
Personnel Analysts	3	0	0
Property Standard Enforcement Officers	4	0	0
Property Standard Inspectors	59	0	0
Public Service Aides	2	0	0
Realty Specialists	2	0	0
Other	3	0	0
Associate Directors	6	0	0
Construction Standard Inspectors	58	0	0
Director	1	0	0
TOTAL	279	0	0



Historical data is not available since this agency was created in FY 2014. The FY 2015 approved budget is 5.0% less than FY 2014 budget to align with actual fringe benefit costs. FY 2015 budget includes funding for cost of living adjustments and filling vacancies.



This new agency's staffing represents the transfer of previous positions from the Department of the Environment, Department of Public Works & Transportation, and Health Department. The FY 2015 staffing totals remain unchanged from FY 2014.

PERMITTING, INSPECTIONS & ENFORCEMENT - 68

GENERAL FUND

	FY2013 ACTUAL	FY2014 BUDGET	FY2014 ESTIMATED	FY2015 APPROVED	CHANGE FY14-FY15
EXPENDITURE SUMMARY					
Compensation	\$ 0	\$ 15,912,600	\$ 15,020,200	\$ 16,168,800	1.6%
Fringe Benefits	0	6,253,700	4,812,300	5,211,600	-16.7%
Operating Expenses	0	2,585,400	2,585,400	3,339,700	29.2%
Capital Outlay	0	0	0	0	0%
	\$ 0	\$ 24,751,700	\$ 22,417,900	\$ 24,720,100	-0.1%
Recoveries	0	(16,746,800)	(15,222,400)	(17,119,300)	2.2%
TOTAL	\$ 0	\$ 8,004,900	\$ 7,195,500	\$ 7,600,800	-5%
STAFF					
Full Time - Civilian	-	279	-	279	0%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

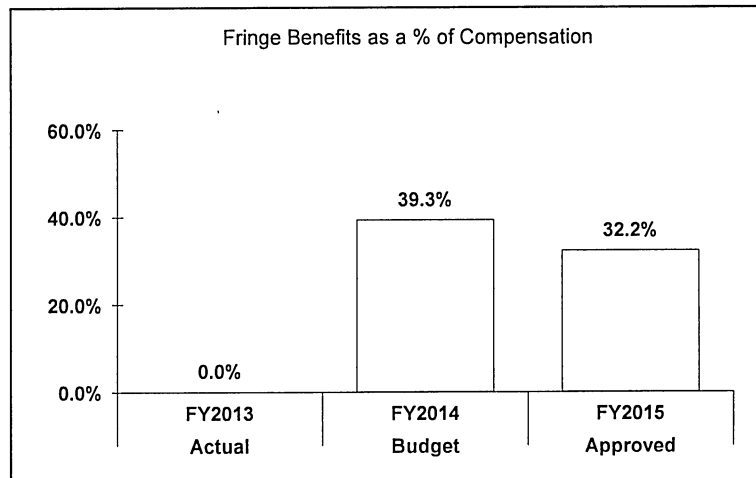
The organizational structure for DPIE provides for the consolidation and integration of all permit related functions and the personnel responsible for these functions in a single, highly accessible facility. This will enable these functions to be performed in a highly coordinated manner to expedite the review, approval and processing activities related to permit issuance, enforcement of property standards and issuance of related business licenses.

In FY 2015, compensation expenditures increase 1.6% over the FY 2014 budget primarily due to cost of living adjustments offset by anticipated salary lapse. Compensation costs includes funding for 279 full-time employees. Fringe benefit expenditures decrease 16.7% under the FY 2014 budget to align with actuals.

In FY 2015, operating expenditures increase 29.2% over the FY 2014 budget due to office automation and operational contracts. Operating expenses reflect funding for permitting, inspections and enforcement.

In FY 2015, recoveries increase 2.2% over the FY 2014 budget due to increase in funded recoverable positions and operating expenses.

MAJOR OPERATING EXPENDITURES FY2015	
Operational Contracts	\$ 1,103,100
Office Automation	\$ 1,018,700
Vehicle and Heavy Equip Main.	\$ 294,300
Vehicle-Gas and Oil	\$ 201,400
Operating and Office Supplies	\$ 143,300



PERMITTING, INSPECTIONS & ENFORCEMENT - 68

GENERAL FUND

DIRECTOR'S OFFICE - 01

The Director's Office 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, M-NCPPC and other government agencies to address interagency concerns.

The Office of the Director consists of 22 full-time positions, including the director, two deputy directors, clerical staff, a public relations unit, quality assurance and control unit and legal unit composed of staff delegated to DPIE by the Office of Law. The Administrative Services Division includes an associate director to manage the functions of budget/finance, information technology, human resources, and Boards and Commissions units.

Division Summary:

In FY 2015, compensation expenditures decrease 1.5% under the FY 2014 budget due to salary lapse offset by cost of living adjustments. Fringe benefits decrease 19.2% under the FY 2014 budget to align with actuals. Operating expenses decrease 25.8% under FY 2014 due to a decrease in printing partially offset by increase in office automation and equipment repair and maintenance. Recoveries increased 17.5% over the FY 2014 budget due to realignment of recoveries among DPIE divisions.

	FY2013 ACTUAL	FY2014 BUDGET	FY2014 ESTIMATED	FY2015 APPROVED	CHANGE FY14-FY15
EXPENDITURE SUMMARY					
Compensation	\$ 0	\$ 2,025,300	\$ 1,882,000	\$ 1,994,900	-1.5%
Fringe Benefits	0	741,800	582,900	599,200	-19.2%
Operating Expenses	0	346,600	346,600	257,100	-25.8%
Capital Outlay	0	0	0	0	0%
Sub-Total	\$ 0	\$ 3,113,700	\$ 2,811,500	\$ 2,851,200	-8.4%
Recoveries	0	(970,300)	(872,600)	(1,140,500)	17.5%
TOTAL	\$ 0	\$ 2,143,400	\$ 1,938,900	\$ 1,710,700	-20.2%
STAFF					
Full Time - Civilian	-	22	-	22	0%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

PERMITTING AND LICENSING - 02

The Permitting and Licensing Division is the face of DPIE. This division is comprised of four sections: Permits Administration Section, Special Services (Homeowners and Mega Projects) Suite, Business Licensing Center and Cashier's Office for a total of 41 full-time employees.

Permits Administration Section is responsible for core services of the agency such as application processing, plans 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 require that all permit records, including all paperwork and plans, must be archived in accordance with the State's regulations for file retention. The agency has purchased an application, called ProjectDox, which is expected to decrease at least some of the need for paper files. 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 is established and intake personnel will be cross-trained for all aspects of permit applications and submittals.

The Special Services Suite was established to 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 will coordinate meetings with customers and the appropriate reviewing disciplines.

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.

Division Summary:

In FY 2015, compensation expenditures increase 3.8% over the FY 2014 budget due to cost of living adjustments . Fringe benefits decrease 14.8% under the FY 2014 budget to align with actuals. Operating expenses increase 41.8% over FY 2014 due to printing and equipment lease. Recoveries decrease 11.6% under the FY 2014 budget due to realignment of recoveries among DPIE divisions.

	FY2013 ACTUAL	FY2014 BUDGET	FY2014 ESTIMATED	FY2015 APPROVED	CHANGE FY14-FY15
EXPENDITURE SUMMARY					
Compensation	\$ 0	\$ 2,111,400	\$ 2,066,300	\$ 2,190,600	3.8%
Fringe Benefits	0	823,700	643,000	701,800	-14.8%
Operating Expenses	0	193,300	193,300	274,100	41.8%
Capital Outlay	0	0	0	0	0%
Sub-Total	\$ 0	\$ 3,128,400	\$ 2,902,600	\$ 3,166,500	1.2%
Recoveries	0	(1,969,800)	(1,836,100)	(1,741,600)	-11.6%
TOTAL	\$ 0	\$ 1,158,600	\$ 1,066,500	\$ 1,424,900	23%
STAFF					
Full Time - Civilian	-	41	-	41	0%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

SITE/ROAD PLAN REVIEW - 03

Division of Site/Road Plan Review is staffed by 33 full-time personnel who perform engineering plan and 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, WSSC, SHA, Maryland Department of the Environment (MDE), U.S. Army Corps of Engineers) to coordinate approvals and permits compatible with approvals issued by these agencies.

Site and sound plan review previously was conducted by the Department of the Environment (DOE) and the Department of Public Works and Transportation. With the restructuring for DPIE, this division no longer provides inspection and enforcement of site related work as these functions are organized under the Inspections Division of DPIE.

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.

Division Summary:

In FY 2015, compensation expenditures decrease 8.7% under the FY 2014 budget due to salary lapse partially offset by cost of living adjustments. Fringe benefits decrease 25.1% under the FY 2014 budget to align with actuals. Operating expenses increase 26.2% over FY 2014 due to increases in office automation and training. Recoveries decrease 2.9% under the FY 2014 budget due to realignment of recoveries among DPIE divisions.

	FY2013 ACTUAL	FY2014 BUDGET	FY2014 ESTIMATED	FY2015 APPROVED	CHANGE FY14-FY15
EXPENDITURE SUMMARY					
Compensation	\$ 0	\$ 2,330,000	\$ 2,006,500	\$ 2,127,200	-8.7%
Fringe Benefits	0	909,000	709,600	680,900	-25.1%
Operating Expenses	0	163,500	163,500	206,300	26.2%
Capital Outlay	0	0	0	0	0%
Sub-Total	\$ 0	\$ 3,402,500	\$ 2,879,600	\$ 3,014,400	-11.4%
Recoveries	0	(2,639,000)	(2,232,100)	(2,562,300)	-2.9%
TOTAL	\$ 0	\$ 763,500	\$ 647,500	\$ 452,100	-40.8%
STAFF					
Full Time - Civilian	-	33	-	33	0%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

BUILDING PLAN REVIEW - 04

Division of Building Plan Review is staffed by 34 full-time personnel with 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

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

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

Division Summary:

In FY 2015, compensation expenditures decrease 6.1% under the FY 2014 budget due to salary lapse partially offset by cost of living adjustments. Fringe benefits decrease 23% under the FY 2014 budget to align with actuals. Operating expenses increase 17.8% over FY 2014 due to office automation and equipment lease. Recoveries increase 42.2% over the FY 2014 budget due to realignment of recoveries among DPIE divisions.

	FY2013 ACTUAL	FY2014 BUDGET	FY2014 ESTIMATED	FY2015 APPROVED	CHANGE FY14-FY15
EXPENDITURE SUMMARY					
Compensation	\$ 0	\$ 2,182,800	\$ 1,932,600	\$ 2,048,700	-6.1%
Fringe Benefits	0	851,600	664,800	655,900	-23%
Operating Expenses	0	174,400	174,400	205,400	17.8%
Capital Outlay	0	0	0	0	0%
Sub-Total	\$ 0	\$ 3,208,800	\$ 2,771,800	\$ 2,910,000	-9.3%
Recoveries	0	(1,160,000)	(999,900)	(1,649,800)	42.2%
TOTAL	\$ 0	\$ 2,048,800	\$ 1,771,900	\$ 1,260,200	-38.5%
STAFF					
Full Time - Civilian	-	34	-	34	0%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

INSPECTIONS - 05

The Division of Inspections provides regulation of construction, development and grading activity in the County, with the exception of the City of Laurel. Division personnel perform inspections to assure community members and related stakeholders achieve the standards set by the community through the legislature and adopted as County law. Staffed by 68 full-time personnel, this division will include 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 MDE delegates two-year enforcement authority to the County to conduct sediment and erosion control inspections. This authority is reviewed by the MDE on a biennial basis.

Four sections comprise this division including Site/Road Inspection, Residential Building Inspection, Commercial Building Inspection and Fire Prevention and Life Safety Inspection.

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, storm drainage structures, and make recommendations for modifications and repair of these infrastructures 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 evaluates new construction for compliance with structural, life safety, mechanical, electrical and grading requirements. The section investigates complaints of illegal or un-permitted construction.

Division Summary:

In FY 2015, compensation expenditures increase 17.4% over the FY 2014 budget due to cost of living adjustments offset by salary lapse. Fringe benefits decrease 4.7% under the FY 2014 budget to align with actuals. Operating expenses increase 53.4% over FY 2014 due to office automation and increase in gas & oil. Recoveries decrease 3.9% under the FY 2014 budget due to realignment of recoveries among DPIE divisions.

	FY2013 ACTUAL	FY2014 BUDGET	FY2014 ESTIMATED	FY2015 APPROVED	CHANGE FY14-FY15
EXPENDITURE SUMMARY					
Compensation	\$ 0	\$ 3,698,100	\$ 3,864,900	\$ 4,343,200	17.4%
Fringe Benefits	0	1,536,800	1,126,300	1,464,500	-4.7%
Operating Expenses	0	410,700	410,700	630,000	53.4%
Capital Outlay	0	0	0	0	0%
Sub-Total	\$ 0	\$ 5,645,600	\$ 5,401,900	\$ 6,437,700	14%
Recoveries	0	(3,834,000)	(3,663,800)	(3,684,800)	-3.9%
TOTAL	\$ 0	\$ 1,811,600	\$ 1,738,100	\$ 2,752,900	52%
STAFF					
Full Time - Civilian	-	68	-	68	0%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

ENFORCEMENT - 06

The Division of Enforcement is staffed by 81 full-time personnel with 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, as well as 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 12 staff persons including administrative aides, general clerks and public service aides who perform all administrative functions of this division.

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/ 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 will focus on commercial property responding to commercial complaints and conducting surveys. In addition, violation notices will be issued to property owners for any deficiencies note by the inspection staff. The function is to enforce the minimum standards of the Prince George's County Code

Division Summary:

In FY 2015, compensation expenditures decrease 2.8% under the FY 2014 budget due to salary lapse offset by anticipated cost of living adjustments. Fringe benefits decrease 20.2% under the FY 2014 budget to align with actuals. Operating expenses increase 36.2% over FY 2014 due to gas and oil and operational contracts for Clean Lot services including mowing and debris removal. Recoveries increase 2.7% over the FY 2014 budget due to realignment of recoveries among DPIE divisions.

	FY2013 ACTUAL	FY2014 BUDGET	FY2014 ESTIMATED	FY2015 APPROVED	CHANGE FY14-FY15
EXPENDITURE SUMMARY					
Compensation	\$ 0	\$ 3,565,000	\$ 3,267,900	\$ 3,464,200	-2.8%
Fringe Benefits	0	1,390,800	1,085,700	1,109,300	-20.2%
Operating Expenses	0	1,296,900	1,296,900	1,766,800	36.2%
Capital Outlay	0	0	0	0	0%
Sub-Total	\$ 0	\$ 6,252,700	\$ 5,650,500	\$ 6,340,300	1.4%
Recoveries	0	(6,173,700)	(5,617,900)	(6,340,300)	2.7%
TOTAL	\$ 0	\$ 79,000	\$ 32,600	\$ 0	-100%
STAFF					
Full Time - Civilian	-	81	-	81	0%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%