



DEPARTMENT OF PERMITTING,  
INSPECTIONS AND ENFORCEMENT

Dawit Abraham, P.E.  
*Director*

# THIRD-THURSDAY COMMUNITY INFORMATION SESSION



Angela D. Alsobrooks  
*County Executive*

## The Importance of Compliance



# Key Agency Contacts



Director

**Dawit Abraham**

Deputy Director

**LaMont Hinton**

Acting Deputy Director

**Mary Giles**

Senior Advisor

**Lori Parris**

[dpiе.mypgc.us](http://dpiе.mypgc.us)

301-636-2020

Public Information Officer

**Avis Thomas-Lester**

[DPIEpio@co.pg.md.us](mailto:DPIEpio@co.pg.md.us)

**Permitting and Licensing — Bellur Ravishankar, Associate Director**

**301-636-2050**

Processes building and site plan permits; issues licenses

[Permitting](#)

[Licensing](#)

**Building Plan Review — Bellur Ravishankar, Associate Director**

**301-636-2070**

Reviews plans for residential and commercial projects

[Building Plan Review](#)

**Site/Road Plan Review — Rey De Guzman, Acting Associate Director**

**301-636-2060**

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

[Site Road Plan Review](#)

**Inspections — Behdad Kashanian, Associate Director**

**301-636-2080**

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

[Inspections](#)

**Enforcement — Valerie Cary, Associate Director**

**301-883-6168**

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

[Code Enforcement](#)



# Informational Meetings

## 2024

### January

S	M	T	W	T	F	S
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### September

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### November

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### December

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29	30	31				

Quarterly Third-Thursday Community Information Sessions (in red)

Homeowner and civic association meetings (all through the year)

Triannual Community Partners' Meetings: DPIE hosts the fall meeting on September 19, 2024 (in green)

Various seminars held periodically





# Unlicensed and Illegal Businesses Are Prohibited in Prince George's County!

Any unlicensed business operating where you live, from your yard, or out of your vehicle is an illegal business, and you can receive fines up to \$1,000 a day.



# Why Should We Comply?

		
Unlicensed vendors may not sell items from the center of intersections.	Food trucks may not vend from the side of public roadways or unapproved locations.	You may not operate a store or use your home to house goods for resale.
		
You may not operate a home car-repair business and/or a paint booth.	You may not run a restaurant, any type of eatery, or sell food at your home or garage.	You may not rent rooms, operate a boarding house, or provide unlicensed housing in a garage or shed.
		
You may not operate an unlicensed day care or elder care center at home.	You may not operate a nail salon at your residence without a permit.	Unlicensed vendors may not sell items from trunks of cars or vehicles.
		
Unlicensed food vendors may not sell from yards, cars or vehicles.	You may not operate pay-to-attend parties or sell alcohol and/or food from your premises.	You may not operate a hair salon or a barber shop at your residence without a permit.

- It's the law!
- Code requirements were established by the County Council and designate what is allowed, what is not and the actions DPIE and other agencies are empowered to take to address violations.
- DPIE conducts inspections and takes appropriate enforcement action to address violations and gain compliance.
- The Code:
  - Protects the health and safety of the public
  - Protects property and neighborhood aesthetics
  - Protects residential and commercial property values
  - Ensures durability and sustainability of structures
  - Ensures uniformity and minimum standards

### REPORT THESE ILLEGAL BUSINESSES TO PGC311!

Make sure your business is legal and safe. Get a license or permit in Momentum at <https://momentumhome.princegeorgescountymd.gov/>.



# Enforcement Division

- Inspects residential, commercial and industrial properties to ensure compliance with housing, property maintenance and zoning codes
- Frequently addresses issues related to tall grass and weeds, open storage, accumulation of junk and trash, etc.



- Issues citations for all residential properties not in compliance with County Code
- Enforces the Zoning Ordinance to ensure private properties comply with approved land uses
- Regulates the placement of signs on private property and in public rights-of-way
- Inspects and licenses short-term rental properties and licenses all residential single-family rental properties

# 10 Frequent Code Violations



1. **Operating a business out of a residence.** You may not operate a restaurant or café, prepare or serve food for pay, sell goods or store imported products. To operate a hair salon, barber shop or nail salon, a Use and Occupancy Permit is required.
2. **Performing automotive work on a driveway or street.** You may not work on cars on residential streets or in driveways. NO automotive shops may operate on residential streets, in driveways, inside garages or behind houses or apartments.
3. **Doing unpermitted residential or commercial construction.** Construction projects such as erecting a deck, finishing a basement, remodeling a kitchen, building an addition, etc. require permits and inspections.
4. **Dumping.** Allowing trash and debris to accumulate on your property or dumping tires, construction materials and other debris on streets and undeveloped areas negatively impacts the County's aesthetics.
5. **Parking commercial vehicles in driveways or on residential streets.** Many commercial vehicles, such as large trucks, are prohibited.
6. **Parking vehicles on unpaved surfaces.** You may not park vehicles on grass or unpaved areas in front or back yards. Boats must be tagged, covered and legally parked on paved surfaces.
7. **Failing to adequately maintain a property.** Homeowners and renters are required to cut grass and weeds, prune plants, pick up branches and clear debris from properties regularly. Grass and weeds over 12-inches tall are a code violation!
8. **Allowing a property to fall into disrepair.** Residents and property managers must repair peeling paint, loose siding, ragged gutters and downspouts, broken windows, etc., immediately as needed.
9. **Accumulating junk on residential or commercial properties.** You may not store untagged vehicles, vehicle parts, junk cars or motorcycles, appliances, building materials, etc. on residential or commercial lots.
10. **Leaving abandoned properties unsafe and unsecured.** Buildings must be secured, lawns cut, other plants pruned, lots cleared of litter and trash removed regularly.



# Many Home-Based Businesses Are Prohibited in Prince George's County!



## What qualifies as a home-based business?

Any business that you operate at the place where you live. Operating a legal business may require a license or permit from DPIE.

## What are examples of illegal home-based businesses?

- You may not sell products on the street.
- You may not run a restaurant or sell food at home.
- To operate a two-chair hair salon, barber shop or nail salon, a Use and Occupancy Permit is required.
- 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.

# Operating a Restaurant and Selling Food at Home Are Illegal!



Operating a restaurant, café or other eatery and preparing food at home for sale are violations of Prince George's County Code that can create safety hazards to the people who live there!

- **Fire!** Cooking large amounts of food in an apartment, condo, town house or detached house may lead to fires because stoves not designed for mass production of meals may ignite.
- **Carbon monoxide poisoning!** Many residences are not equipped with ventilation systems suitable for mass production of meals. Breathing carbon monoxide can result in serious injury.

- **Stranger danger!** Bringing strangers into your home to purchase food exposes your family to possibly unscrupulous people who may return later uninvited.
- **Rats and roaches!** Rats are drawn to all types of food and roaches flock to counters, cupboards and floors where food has been dropped. Food storage and prep areas used to produce large quantities of food may draw vermin and their germs!

**Operating an illegal restaurant or food sales operation can lead to a fine of up to \$2,300 and other consequences.**  
**Don't put yourself or your family at risk or create a public nuisance!**



# Street Vending: Merchants Encouraged to Comply with Code

It is a Prince George's County Code violation to sell food, drinks, clothing, household goods, art or other products on streets, roadsides or sidewalks. There are no allowances for such sales in the County.

## Problems Associated with Illegal Street Vending

- **Safety and Health Concerns** — Street food sales can't be regulated for food freshness and safe food handling, such as appropriate heating and refrigeration.
- **Victimization of Sellers** — Selling food or other products in unapproved areas may result in vendors becoming targets for robbery or assault by thieves.
- **Pedestrian Danger and Traffic Congestion** — Setting up shop in public rights-of-way can lead to traffic congestion and endanger pedestrians and motorists.



# Alternatives to Street Vending

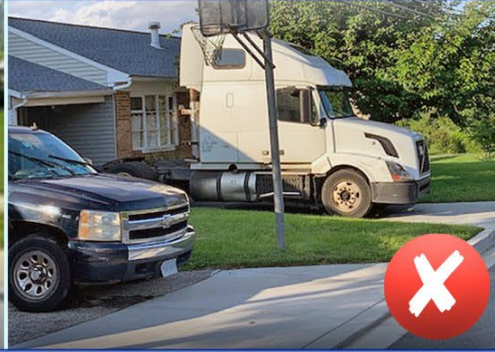
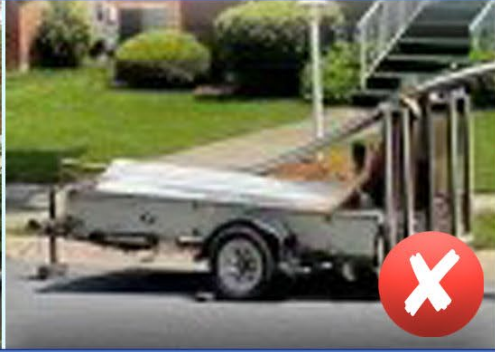
## Alternatives to Illegally Selling on the Street

- Apply for a Food Truck License, which will allow selling at certain approved locations under certain conditions. Call 301-883-7690 for information on food trucks.
- Sell at local farmers' markets. Information about County farmers' markets is available at: <https://www.experienceprincegeorges.com/blog/post/explore-local-farmers-markets/>.
- Sell at local community events. Investigate community events that allow vendors online and in community news outlets and contact organizers for information about application procedures.
- Learn about starting a business with the DPIE Business Development Section at: <https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/business-development-section#>. Contact the Business Development team at [DPIEBizDev@co.pg.md.us](mailto:DPIEBizDev@co.pg.md.us).
- Investigate partnering with a licensed business owner to sell your products.





# Vehicle Violations in Residential Zones



## County Code PROHIBITS:

- Untagged vehicles
- Vehicles parked on unpaved surfaces
- Vehicles with business advertisement
- Vehicles with dual axels or a stake platform
- Dump trucks, cranes and tow trucks
- Vehicle repair other than minor owner maintenance
- Semi-trailers and semi-trailer cabs
- Wrecked, dismantled or unlicensed trucks and other vehicles
- Empty car and boat trailers
- Large recreational vehicles not capable of being moved

DPIE handles vehicle complaints on **private property**; the Revenue Authority handles vehicle complaints on the **street**.

# Inspections Division

Enforces building, site and road development codes and regulations

- Provides oversight of construction, development and grading for construction and renovations
- Provides oversight of the Third-Party Inspections Program process required for new commercial construction
- Condemns and demolishes abandoned, unsafe and uninhabitable structures in the County and the municipalities
- Performs Use & Occupancy Permit (U&O) inspections to verify conformance with code regulations (except within the City of Laurel)
- Performs inspections and enforces codes for building, electrical, mechanical, energy, fire/life safety, grading, stormwater management, and accessibility, and other regulations for construction projects
- Inspects site and road development, including tree conservation, site development, and sediment and erosion control



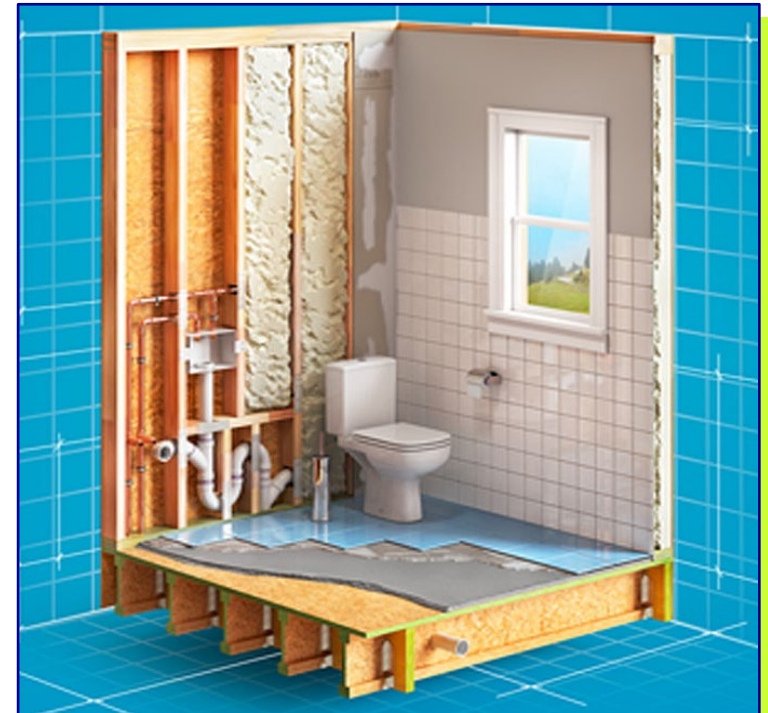


# Why Are Inspections so Important?



Construction Inspections guarantee that permitted works within a project go forward as planned and are built according to requirements, standards and regulations. This helps ensure the safety of the public and the environment during and after construction. Any work that is not inspected promotes an opportunity for the use of substandard material, noncompliance with manufacturers' specifications and deficient construction — possibly leading to hazardous and unhealthy conditions for the residents and community.

It is the inspector's job to identify deficiencies during construction and have them addressed by the contractors to negate possible adverse effects on residents and the environment now and in the future.



# Frequent Unpermitted Construction Projects



Visit the [Permits page](#) of the website for more information.

## 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, garages, 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



# Compliance Failure



A local resident who failed to comply with construction standards, wasted thousands and possibly exposed others to imminent danger when the wall the resident attempted to erect without following approved plans collapsed twice.

The resident's permit was revoked, a fine was levied and DPIE ordered the debris from the failed project to be removed.

## Take Away:

Complying with code helps prevent injury to those around you — and to your wallet!



# Permitting and Licensing Division

Provides administrative oversight of permits and licenses

- Provides a one-stop permit approval process to ensure that permits are reviewed in a timely manner
- Reviews and processes all permit applications for construction and alterations of residential and commercial buildings
- Provides document screening for permit application submittals
- Responds to questions regarding the status and issuance of permits and engineering plan reviews
- Provides same day review/approval for projects that meet the “walk-through” requirements (currently for homeowners only)
- Issues permits, licenses and regulates various business activities per County Code
- Offers the Peer Review Program and the Third-Party Plan Review Program for review of commercial projects





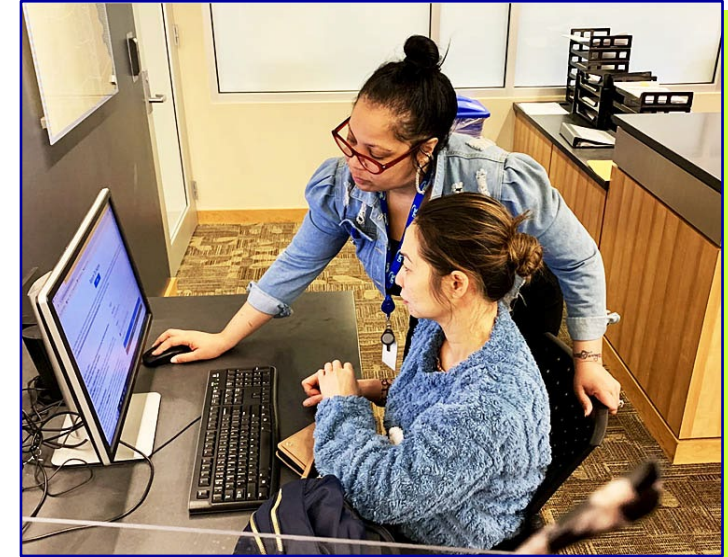
# Noncompliance in Permitting and Licensing: Permitting and Licensing No-Nos



- Building residential and commercial construction projects without permits
- Doing construction without following approved plans
- Failing to get projects inspected
- Failing to obtain a Use and Occupancy Permit (U&O)
- Changing to another business on the same site without getting a new U&O
- Doing business without an appropriate license
- Falsifying information to get a permit or license
- Allowing your contractor to take short cuts on your project, such as using substandard materials
- Using your name on building projects when a contractor is actually doing the work
- Passing yourself off as certified to work on projects for which you are unqualified

# Top Web Links to Help Meet P&L Compliance

- [Building Codes & Bulletins](https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/about-dpie/resources/publications/building-codes-bulletins)  
<https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/about-dpie/resources/publications/building-codes-bulletins>
- [When Is a Permit Required?](https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/permits/when-permit-required)  
<https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/permits/when-permit-required>
- [Building Permits](https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/permits/building-permits)  
<https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/permits/building-permits>
- [Building Plan Review Forms](https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/about-dpie/resources/forms-checklists/building-plan-review-forms)  
<https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/about-dpie/resources/forms-checklists/building-plan-review-forms>
- [Use & Occupancy Permit](https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/permits/use-occupancy-permit)  
<https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/permits/use-occupancy-permit>
- [Special Event Permit](https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/permits/special-event-permit)  
<https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/permits/special-event-permit>





# Use & Occupancy Permit

A Use and Occupancy Permit (U&O), or Certificate of Occupancy, is issued by DPIE to officially state that the business meets local zoning and safety requirements and health codes. The U&O allows the business to legally operate.

- A new U&O is required for:
  - A new tenant or occupant
  - A change of use
  - A transfer of ownership (when no construction is required)
- Certain businesses may operate in residential areas with a U&O. Reach out to DPIE for details. To apply for a U&O, go to the [Momentum portal](#).
- U&Os are also issued for residential properties to identify the use of the property, such as single-family home, multifamily structure, etc.



# Permits: Food Trucks Requirements!

The Department of Permitting, Inspections and Enforcement (DPIE)

**MOBILE FOOD VENDOR REQUIREMENTS**

Angela D. Alsobrooks  
County Executive

A valid and current Health Department issued decal placed on truck or trailer body, not on the cab of the truck

Mobile unit name in minimum three (3) inch high letters of contrasting color, to the exterior body of the mobile unit

**FOOD TRUCK YUMMIES**

Charles Cook  
Quik Meal, MD  
1-800-Hot-Food

Name, city and state, and telephone number of operator also in minimum three (3) inch high letters

**MOBILE UNIT Food Service Permit**

- Public vending of food from manually propelled mobile units is prohibited on public rights-of-way and on private property.
- All mobile units are required to have vehicle identification, a valid registration card and a vehicle tag.
- A mobile food service facility or food truck is a mechanically, electrically, manually, or otherwise propelled vehicle that is relocated following each day's operation to an approved location acceptable to the approving authority.
- DPIE issues permits on behalf of the Health Department for food trucks.
- For questions, call 301-883-7690 or email [FoodProtectionProgram@co.pg.md.us](mailto:FoodProtectionProgram@co.pg.md.us).



# Building Plan Review Division

Provides the review and approval of plans for residential and commercial construction

- Reviews and approves plans for all residential and commercial projects to ensure compliance with applicable codes pertaining to the following disciplines:
  - Building/Structural
  - Mechanical
  - Energy
  - Electrical
  - Health
  - Fire protection
  - Accessibility
- Processes plans for internal and external agencies
- Provides plan review and inspections of new properties served by well and septic systems, public swimming pools and spas, and new food service facilities to ensure compliance with State and County health regulations



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NOTE: All plumbing, gas and properties which are served by public water and sewer must obtain review and approval by WSSC.

# Tips to Help Meet BPRD Compliance



- Be familiar with County codes, amendments and ordinances. Building Codes & Bulletins:  
<https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/about-dpie/resources/publications/building-codes-bulletins>
- Hire a design professional when having trouble with codes/comments.
- Review the County minimum submission requirements. Use checklists/details posted online. Building Plan Review Forms:  
<https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/about-dpie/resources/forms-checklists/building-plan-review-forms>
- Submit all documents. Ex. Residential Building:  
<https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/permits/residential-building>
- Use the right naming conventions when uploading drawings per the ePlan Applicant User Guide:  
[https://www.princegeorgescountymd.gov/sites/default/files/media-document/dcv28436\\_eplan-applicant-user-guide-20-pdf.pdf](https://www.princegeorgescountymd.gov/sites/default/files/media-document/dcv28436_eplan-applicant-user-guide-20-pdf.pdf)



# More Tips to Help Meet BPRD Compliance



- Ensure your design professional has access to comments.
- Provide response letter and cloud changes on drawings when resubmitting.
- Provide phone number/email of designer.
- When project has tight deadlines, use Third-Party/Peer Review services:  
<https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/plan-review/third-party-plan-peer-review-programs>
- Use Walk-Through Permit Process/Virtual Permit Center. Scope of work covered can be found at:  
<https://www.princegeorgescountymd.gov/sites/default/files/media-document/Permit%20Types%201-16-24.pdf>

# Site/Road Plan Review Division

Reviews and approves plans for site and road construction

- Reviews floodplain studies
- Reviews and approves proposed utility work and small wireless facilities in public rights-of-way
- Reviews and approves plans for site and road development involving:
  - Site development
  - Grading
  - Stormwater management and storm drainage
  - State highway roads (stormwater management only)
  - County and private roads
  - Driveways
  - Water and sewer
  - Paving
- Reviews and approves issuance of site/road permits
- Reviews traffic studies and site development concept plans
- Reviews development plans relative to various environmental requirements





# Tips to Help Meet S/RPRD Compliance



- Review the County minimum submission requirements. Checklists and publications are posted online at [Site/Road Plan Review Forms](https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/about-dpie/resources/forms-checklists/siteroad-plan-review-forms-checklists)  
<https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/about-dpie/resources/forms-checklists/siteroad-plan-review-forms-checklists>
- Review design requirements, calculations and other details in DPIE's [Techno-grams](https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/about-dpie/resources/publications/techno-grams)  
<https://www.princegeorgescountymd.gov/departments-offices/permitting-inspections-and-enforcement/about-dpie/resources/publications/techno-grams>
- Become familiar with helpful terminology at [Site/Road Glossary of Terms](https://www.princegeorgescountymd.gov/sites/default/files/media-document/dcv39351_site-road-glossary-of-terms-pdf.pdf)  
[https://www.princegeorgescountymd.gov/sites/default/files/media-document/dcv39351\\_site-road-glossary-of-terms-pdf.pdf](https://www.princegeorgescountymd.gov/sites/default/files/media-document/dcv39351_site-road-glossary-of-terms-pdf.pdf)
- Use the right naming conventions when uploading drawings per the [ePlan Applicant User Guide](https://www.princegeorgescountymd.gov/sites/default/files/media-document/dcv28436_eplan-applicant-user-guide-20-pdf.pdf):  
[https://www.princegeorgescountymd.gov/sites/default/files/media-document/dcv28436\\_eplan-applicant-user-guide-20-pdf.pdf](https://www.princegeorgescountymd.gov/sites/default/files/media-document/dcv28436_eplan-applicant-user-guide-20-pdf.pdf)

# Addressing Consequences of 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 by hearing officers.



# DPIE Public Information Office

[dpiepio@co.pg.md.us](mailto:dpiepio@co.pg.md.us)

- Serves as the information liaison between DPIE and the public.
- Publishes e-newsletter called [DPIE Developments](#) and periodic bulletins. Subscribe at [Subscribe My PGC](#).
- Access news and information at [dpie.mypgc.us](http://dpie.mypgc.us) website's [Public Information](#) page.
- We also publish [Information in Spanish](#).



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

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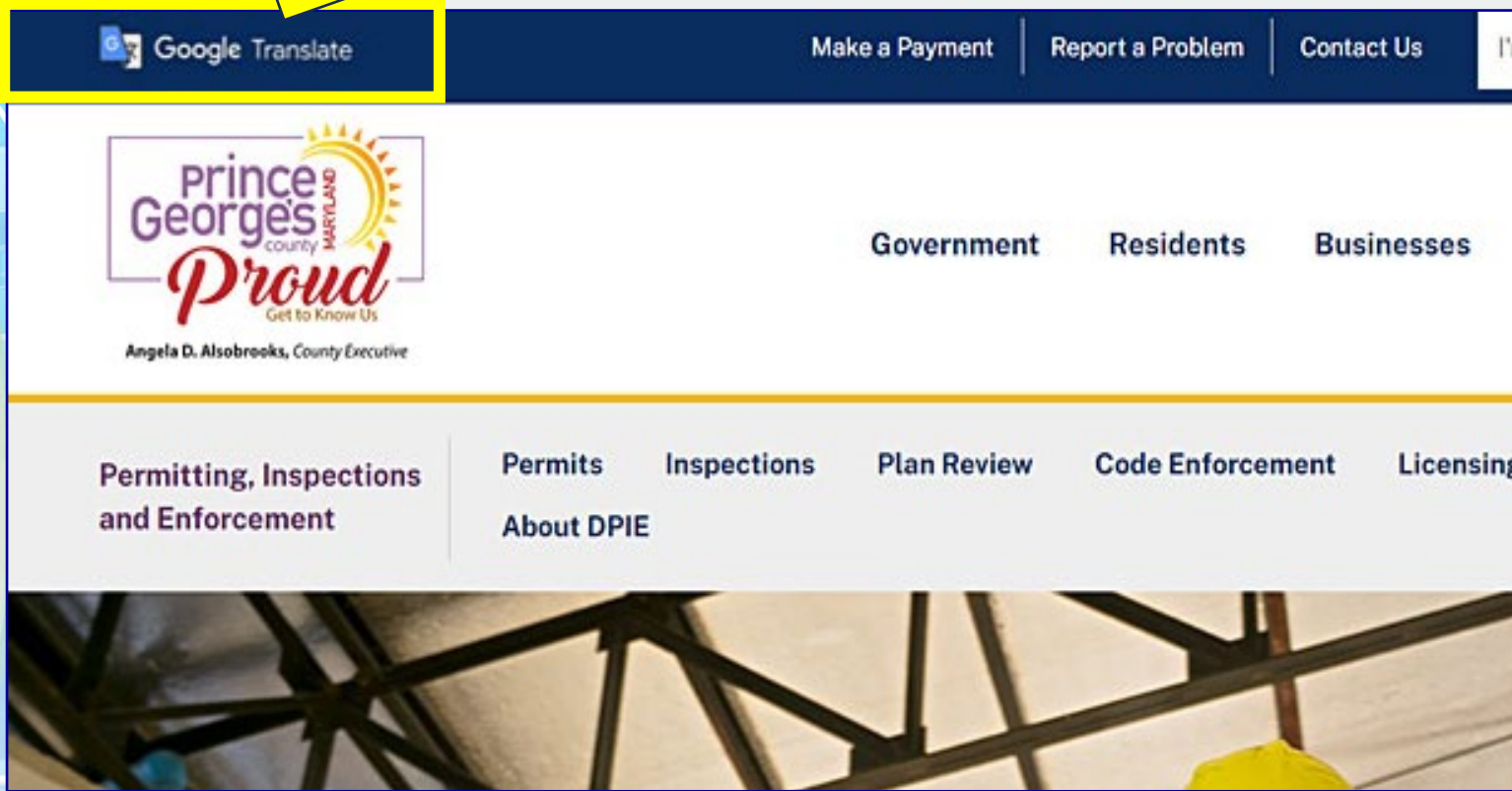
Follow us on Social Media at:

[Facebook.com](https://www.facebook.com) | [X \(Twitter\).com](https://twitter.com) | [Instagram.com](https://www.instagram.com) | [LinkedIn](https://www.linkedin.com) | [YouTube](https://www.youtube.com)



For service requests or to report violations, call 311 or 301-883-4748 (outside of the County) or access the website at [PGC311.com](https://www.pgc311.com).

# Assistance in Other Languages



- Visit the DPIE website at [dpie.mypgc.us](https://dpie.mypgc.us). Click the Google Translate button on the top left of relevant pages to have information translated into Spanish or other languages.
- Check the Resources page on the DPIE website for a link to “Information Translated into Spanish.”
- We work with an interpretation service that allows us to speak to customers in Spanish and other languages. Call 301-636-2020 and ask for assistance in your preferred language. You may also request assistance in other languages when visiting DPIE.

- Contact the DPIE Public Information Office at [DPIEPIO@co.pg.md.us](mailto:DPIEPIO@co.pg.md.us) or 301-636-2053 for information.
- DPIE holds quarterly Third-Thursday Community Information Sessions for our experts to talk to the public about agency services and how we may help you. We meet simultaneously in English and Spanish.
- Each September, DPIE collaborates with DoE and DPW&T for a Community Partners’ Meeting. Watch the DPIE website [Public Information](#) page for details or contact [DPIEPIO@co.pg.md.us](mailto:DPIEPIO@co.pg.md.us).



**DPIE**

DEPARTMENT OF PERMITTING,  
INSPECTIONS AND ENFORCEMENT

Dawit Abraham, P.E.  
*Director*



# Thank you!

**Contact:**

Public Information Officer

AVIS THOMAS-LESTER

[DPIEpio@co.pg.md.us](mailto:DPIEpio@co.pg.md.us)

301-636-2053

for more information.

Visit the DPIE website at

[dpie.mypgc.us](http://dpie.mypgc.us).