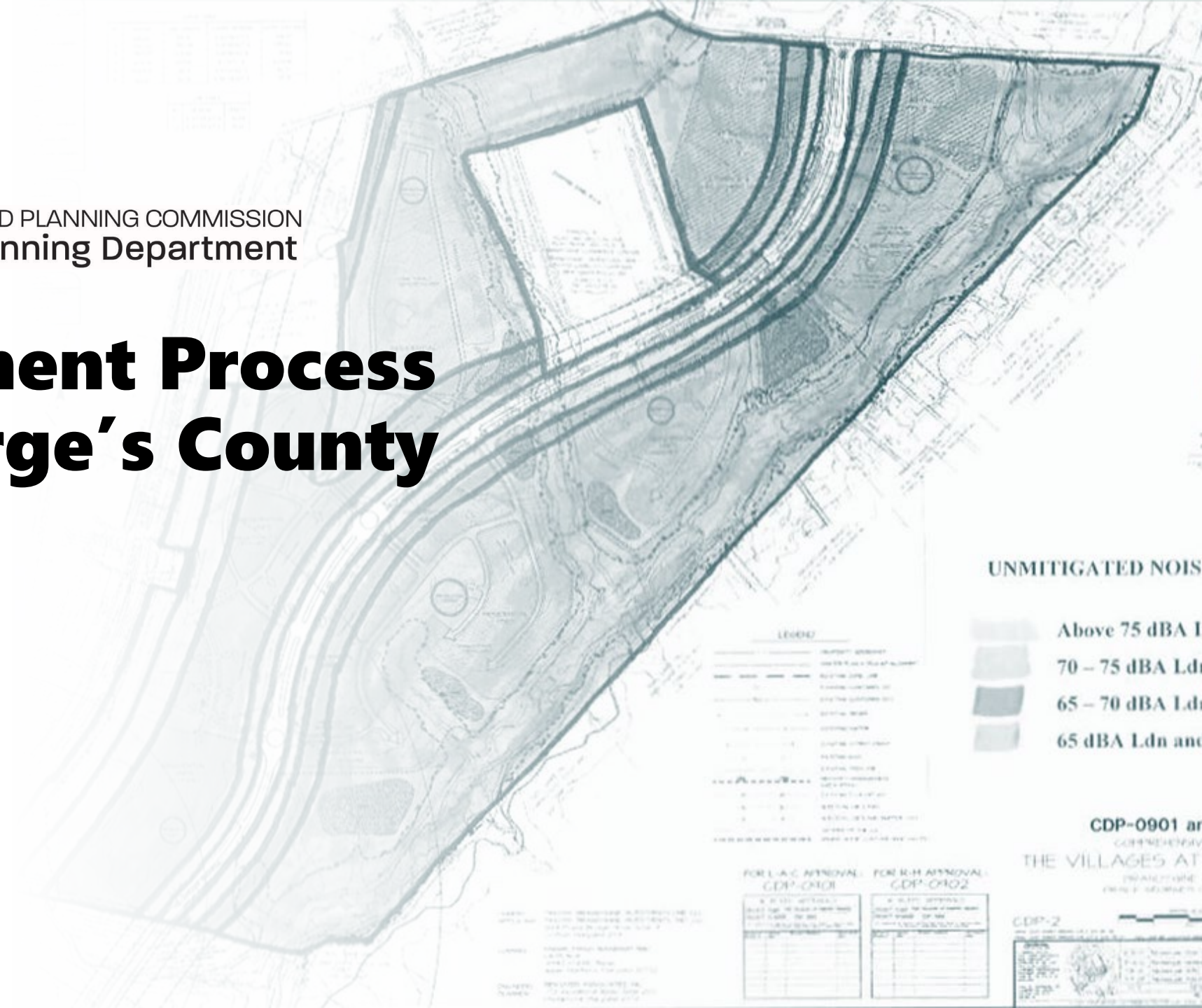


# The Development Process in Prince George's County

## Session 3

Prince George's County  
Neighborhood Planning Academy

October 18, 2023



# SESSION 2

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# REFLECTION



# AGENDA

● Introductions

● Ice Breaker

● Primary elements of the process:

- Zoning
- Subdivision
- Site Plans
- Final Plat
- Permits
- Enforcement

● Quiz

# INTRODUCTIONS

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# PRESENTER/GUEST SPEAKER



**James Hunt**

Planning Division Chief  
Development Review Division

# ICEBREAKER

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# POLL

On a scale from 1-5, How familiar are you with the development review process?



Not familiar



Slightly familiar



Somewhat familiar



Moderately familiar



Very familiar

# POLL

**What barriers have you encountered to participating in the development review process (choose all that apply)?**

- a) Difficult to understand the process
- b) Cannot attend hearings
- c) Not interested
- d) Don't feel like my voice will be heard
- e) I have not participated
- f) Other

# POLL

**Have you ever participated in the development review process before (choose all that apply)?**

- a) Spoken at a Planning Board meeting
- b) Submitted comments to a Planning Board meeting
- c) Contacted a developer/homeowner about a development proposal
- d) Contacted Planning Department staff about a development proposal
- e) Submitted an application to the Planning Department or Department of Permitting, Inspection, and Enforcement
- f) Represented a developer/homeowner on a development proposal
- g) I have not participated
- h) Other

# LECTURE

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# DEVELOPMENT REVIEW PROCESS



↓  
Fosters  
"responsible"  
development



↓  
Positive  
physical and  
social impacts  
on community



↓  
Evaluates design,  
density, use, and  
other factors



↓  
County Council, Planning  
Board, County Planning  
Staff and other officials  
work with residents

# The Relationship Between Planning & Development



**Plan Vision and Goal**



**Final Development**

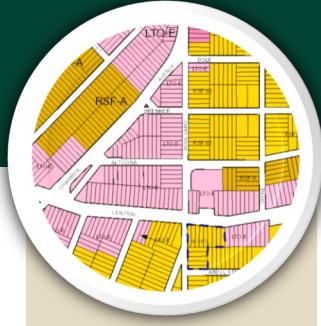
# DEVELOPMENT PROCESS

Seven major elements



1

Master  
Planning



2

Zoning



3

Subdivision



4

Site plans



5

Final Plat



6

Permits



7

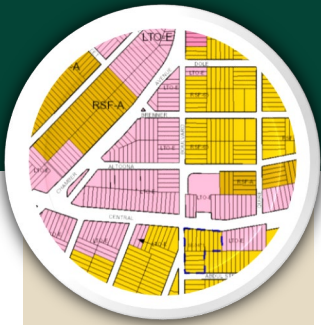
Enforcement

# »»» 1. MASTER PLANNING



1

Master Planning



2

Zoning



3

Subdivision



4

Site plans



5

Final Plat



6

Permits



7

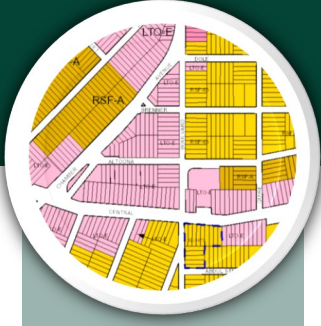
Enforcement

# 2. ZONING



1

Master  
Planning



2

Zoning



3

Subdivision



4

Site plans



5

Final Plat



6

Permits




7

Enforcement

# HOW DOES ZONING WORK?

Prince George's County  
**NEW 21ST CENTURY ZONING ORDINANCE**  
Last Updated - 03/06/2022



**NEW ZONING ORDINANCE**  
Read More

**NEW SUBDIVISION REGULATIONS**  
Read More

**Zoning Ordinance** sets the rules



**Zoning Map** shows where the rules apply

# TYPES OF ZONES



↓  
Residential



↓  
Mixed-Use



↓  
Non-  
Residential



↓  
Transit-  
Oriented/  
Activity  
Center



↓  
MIO Zone

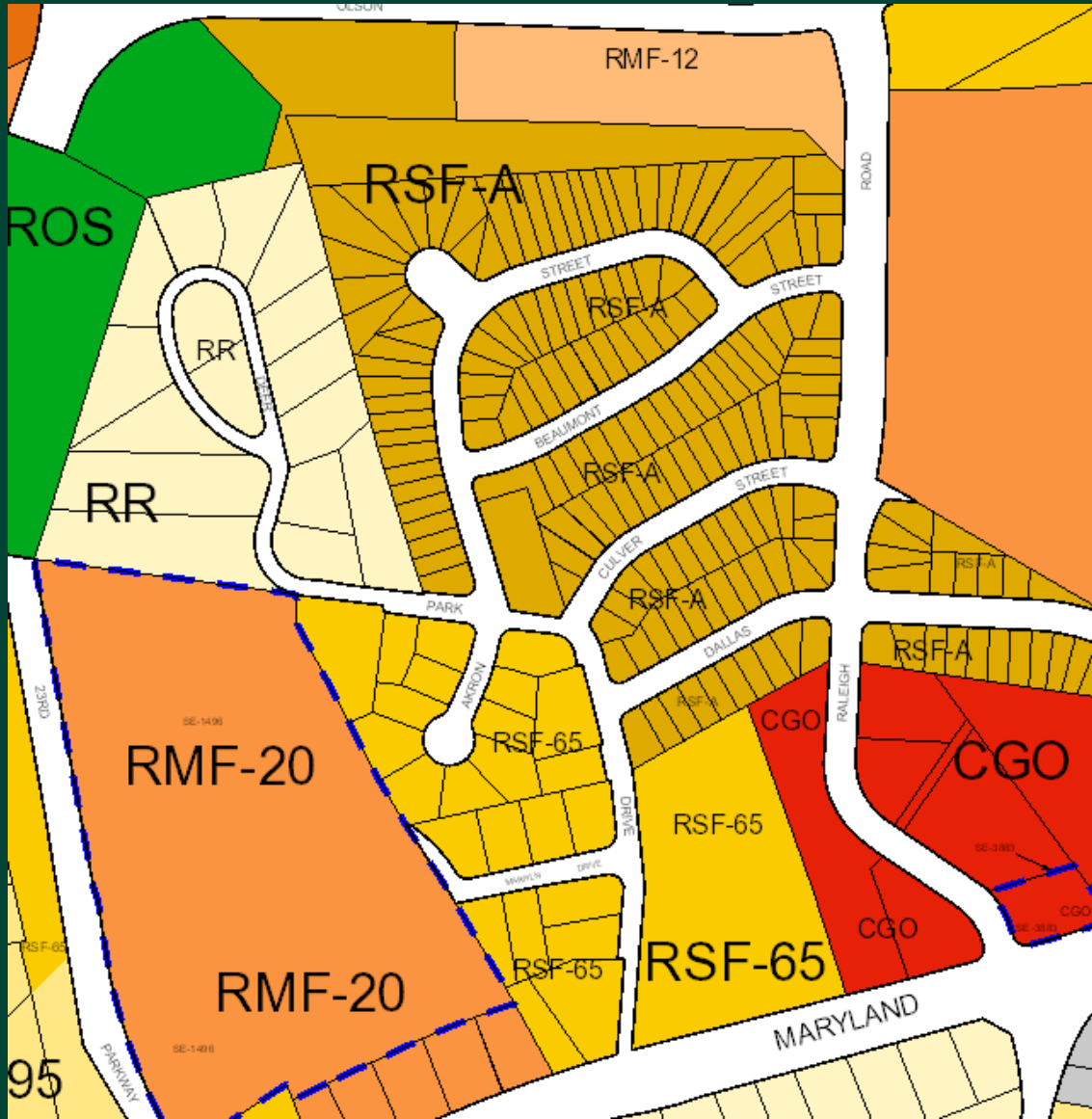
# ZONING ORDINANCE

*The Rules of The Land*



Determines:

- Land use
- Zone districts
- Building form
- Floor area ratio
- Density
- **NOTIFICATION** to neighbors
- Types of **DOCUMENTS** need to be reviewed



Marlow Heights Zoning Map

# Zoning Map

## *The Lay of the Land*

- Shows the geographic location of where each zone is applied
- Shows where each type of zone can be found in the county
- Shows us which rules apply to properties
- Legally binding
- PGAtlas.com

# HOW TO ACCESS/USE ZOSR

pgplan.org/zosr

## Insert Web Page

This app allows you to insert secure web pages starting with `https://` into the slide deck. Non-secure web pages are not supported for security reasons.

Please enter the URL below.

<code>https://</code>	<code>online.encodeplus.com/regs/princegeorgescounty-md/</code>
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Note: Many popular websites allow secure access. Please click on the preview button to ensure the web page is accessible.

# Zoning Example: Hunt's Burger Joint



# Where can I build my fast-food restaurant?

A fast-food restaurant falls under the **“Restaurant, quick-service (with drive-through)”** use in the Zoning Ordinance

## Restaurant, quick-service

An eating or drinking establishment that has any one or more of the following characteristics:

- (A) A drive-through facility or walk-up window; or
- (B) A service counter (including but not limited to a take-out restaurant) where all customers pay for their ordered items before consumption, except cafeterias primarily engaged in serving food and beverages for on-premises consumption are considered restaurants if take-out service is clearly incidental to the principal use.

Table 27-5101(d): Principal Use Table for Nonresidential, Transit-Oriented/Activity Center, and Other Base Zones P = Permitted by Right SE = Allowed only with approval of a Special Exception X = Prohibited																		
Principal Use Category	Principal Use Type	Nonresidential Base Zones					Transit-Oriented/Activity Center Base Zones										Other Base Zones	Use-Specific Standards
		CN	CS	CGO	IE	IH	NAC	TAC		LTO		RTO-L		RTO-H		RMH		
								Core	Edge	Core	Edge	Core	Edge	Core	Edge			
Eating or Drinking Establishment Uses	Alcohol production facility, small-scale; shared commercial kitchen; Restaurant; and Restaurant, quick-service (without drive-through)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	X	27-5102(e)(5)
	Catering or food processing for off-site consumption	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	27-5102(e)(5)(C)
	Restaurant, quick-service (with drive-through)	X	P	P	P	X	X	X	P	X	X	X	X	X	X	X	X	27-5102(e)(5)(A)



# Principal Use Table for Non-Residential Base Zones: Table 27-5101(c)

## Permitted by Right

CS, CGO, IE, TAC-e

## Permitted with a Special Exception

None

## Prohibited

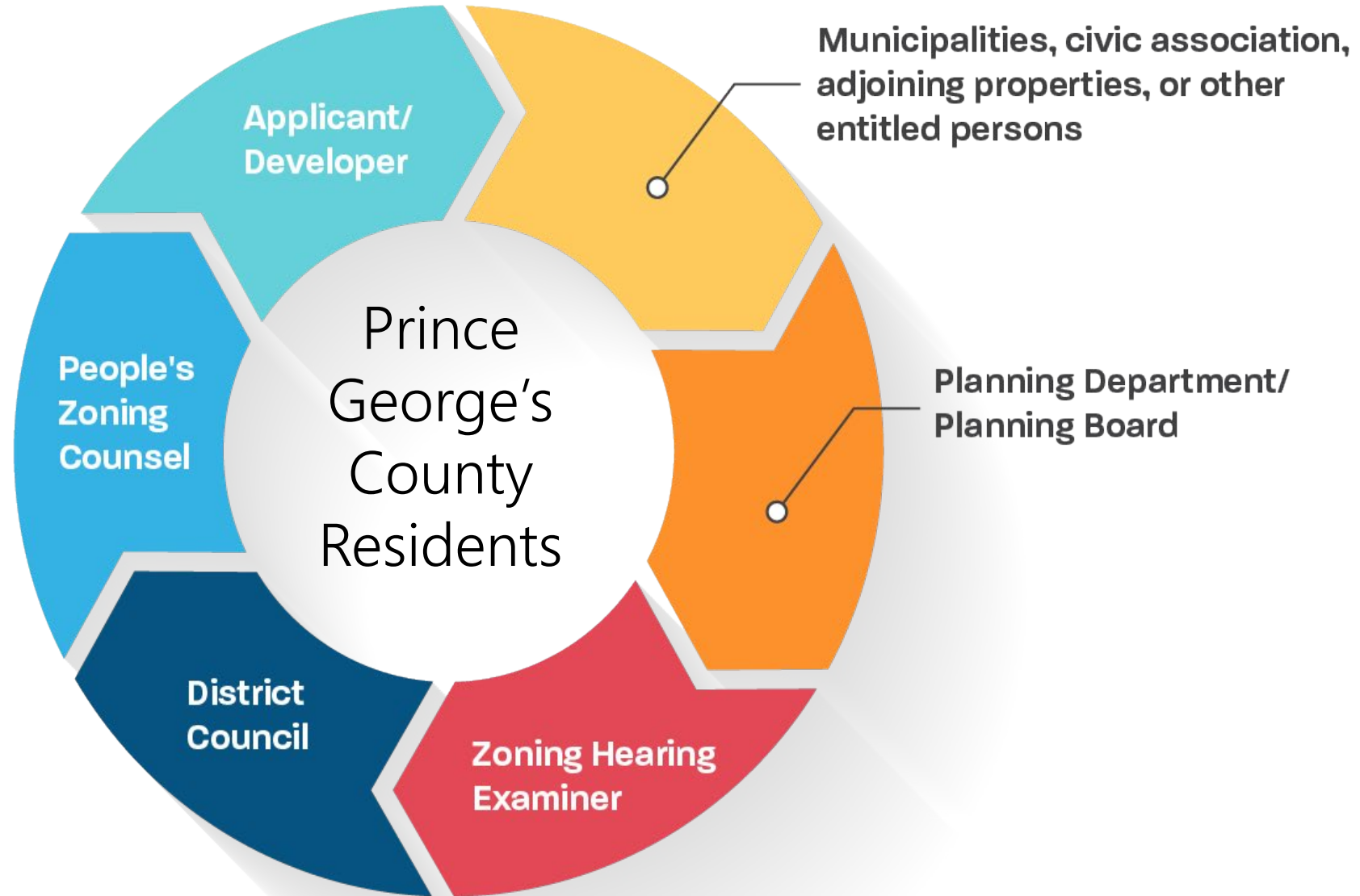
CN, IH, NAC, TAC-c, LTO-c, LTO-e, RTO-L-c,  
RTO-L-e, RTO-H-c, RTO-H-e, & RMH

# Ways to Change a Zoning Designation in Prince George's County



- Zoning Map Amendments ("Change or Mistake" rule)
- Countywide Map Amendment
- Sectional Map Amendment

# Who is involved in the Zoning Map Amendment Review and Approval?



# QUESTION....

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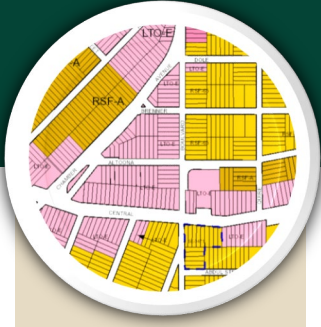
Why is Zoning and the Zoning Map important???

# 3. SUBDIVISION



1

Master  
Planning



2

Zoning



3

Subdivision



4

Site plans



5

Final Plat



6

Permits

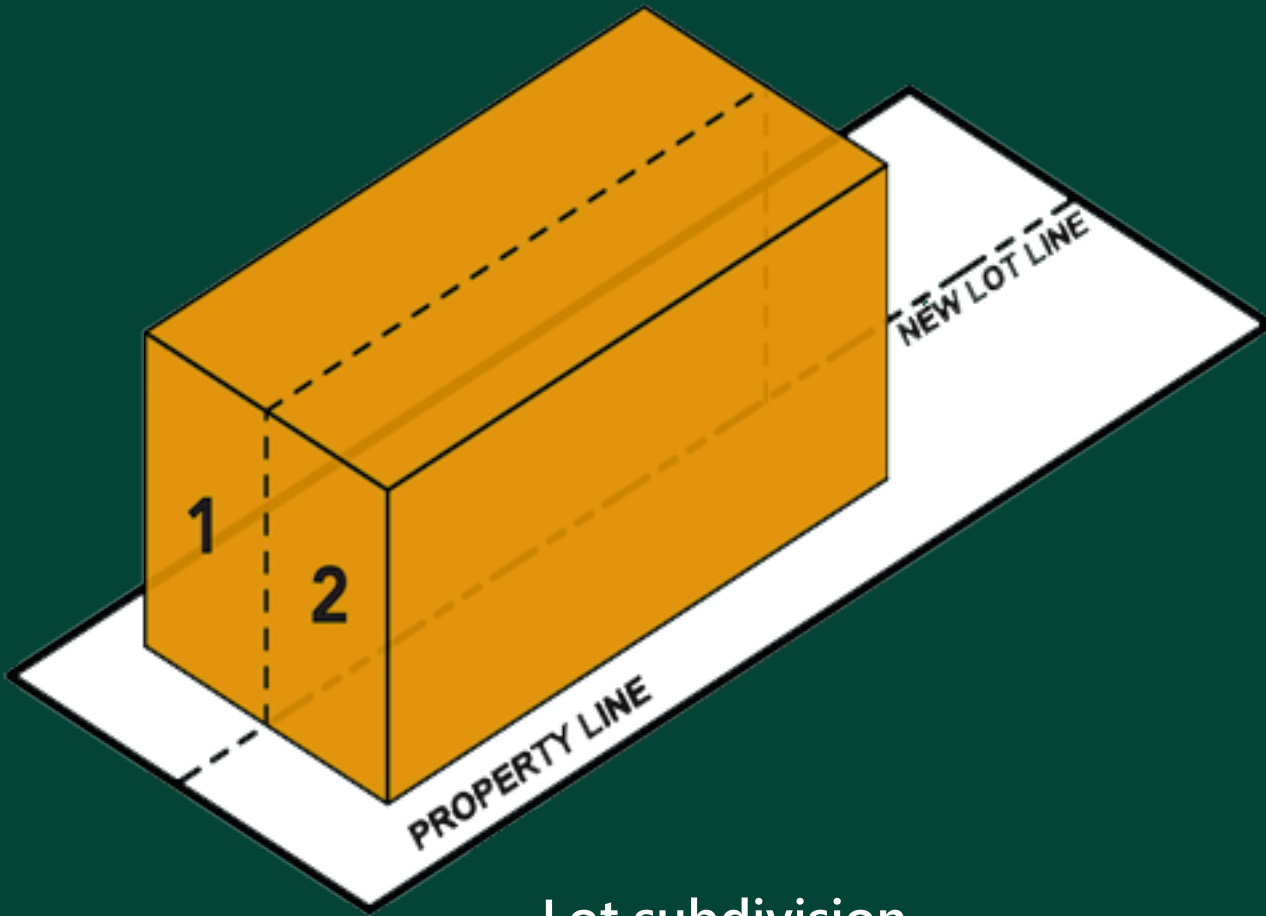


7

Enforcement

# What is Subdivision?

- Division, by plat or deed, of a piece of property into two or more lots, sites, or other land division characteristics
- Addresses adequate public facilities and impacts to serve new development



Lot subdivision

# PURPOSE OF SUBDIVISIONS



Design of internal streets and utilities of the subdivision and the resulting layout of lots and blocks.



Relationship of the streets and utilities in the subdivision to those of the larger community.



Determine the location of infrastructure and other improvements.

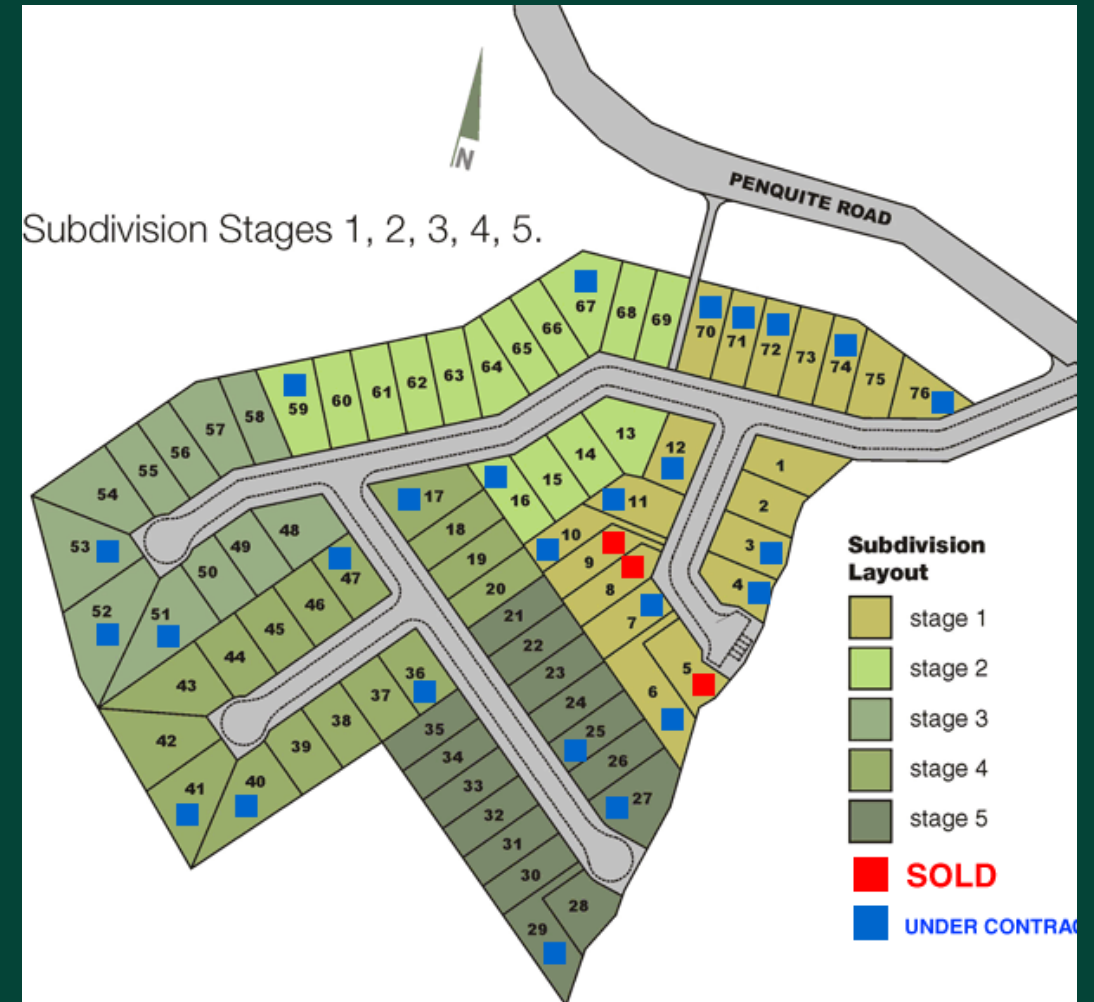
# What public facility standards are being reviewed?

- Environmental
- Transportation (Bike/ Pedestrian/ Traffic)
- Parks and Recreation
- Police Response Times
- Fire Response Times
- Impacts to Public Schools



# Subdivision in Prince George's

- County Council and County Executive adopt Subdivision Regulations
- Planning Board has Final Authority
- Includes these types of applications:
  - Preliminary Plans
  - Final Plats
  - Certificates of Adequacy
  - Vacation Petitions (Abandonment of Recorded Plats)

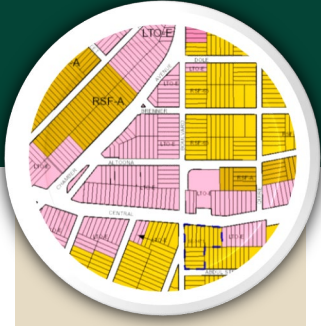


# »»» 4. SITE PLANS



1

Master Planning



2

Zoning



3

Subdivision



4

Site plans



5

Final Plat



6

Permits



7

Enforcement

# Site Plan Review



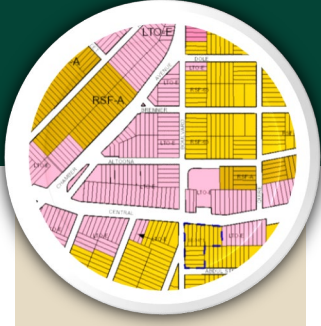
- Integrates the details of development, such as:
  - Architecture
  - Landscaping
  - Stormwater management
  - Woodland conservation
  - Parking facilities
  - Lighting
  - Signs
- Includes these types of applications:
  - Conceptual Site Plans
  - Comprehensive Design Plans
  - Detailed Site Plans
  - Specific Design Plans

# »»» 5. FINAL PLAT



1

Master  
Planning



2

Zoning



3

Subdivision



4

Site plans



5

Final Plat



6

Permits



7

Enforcement

# What is a Plat?

- Map of a parcel of land that shows features such as lot lines, streets, stormwater management facilities, easements, topography, and building restriction lines
- Verifies a subdivision as an official, legally valid area
- Includes all data necessary to locate every street, lot, block, and boundary line
- Approved by the Planning Board at regularly scheduled meetings

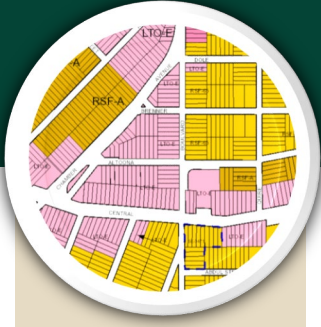


# »»» 6. PERMITS



1

Master  
Planning



2

Zoning



3

Subdivision



4

Site plans



5

Final Plat



6

Permits



7

Enforcement

# Permits

- Ensures conformance with development regulations, including any conditions imposed during previous approvals
- DPIE Issues Permits
  - M-NCPPC is a referral agency only
- Required for these types of applications:
  - Grading
  - Building
  - Use and Occupancy
  - Signs



## Construction Permit Application

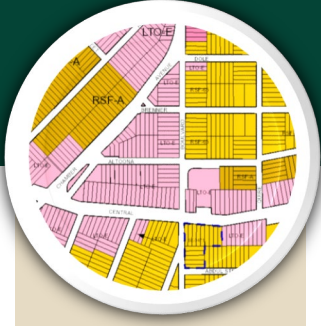
APPROVED

# »»» 7. ENFORCEMENT



1

Master Planning



2

Zoning



3

Subdivision



4

Site plans



5

Final Plat



6

Permits



7

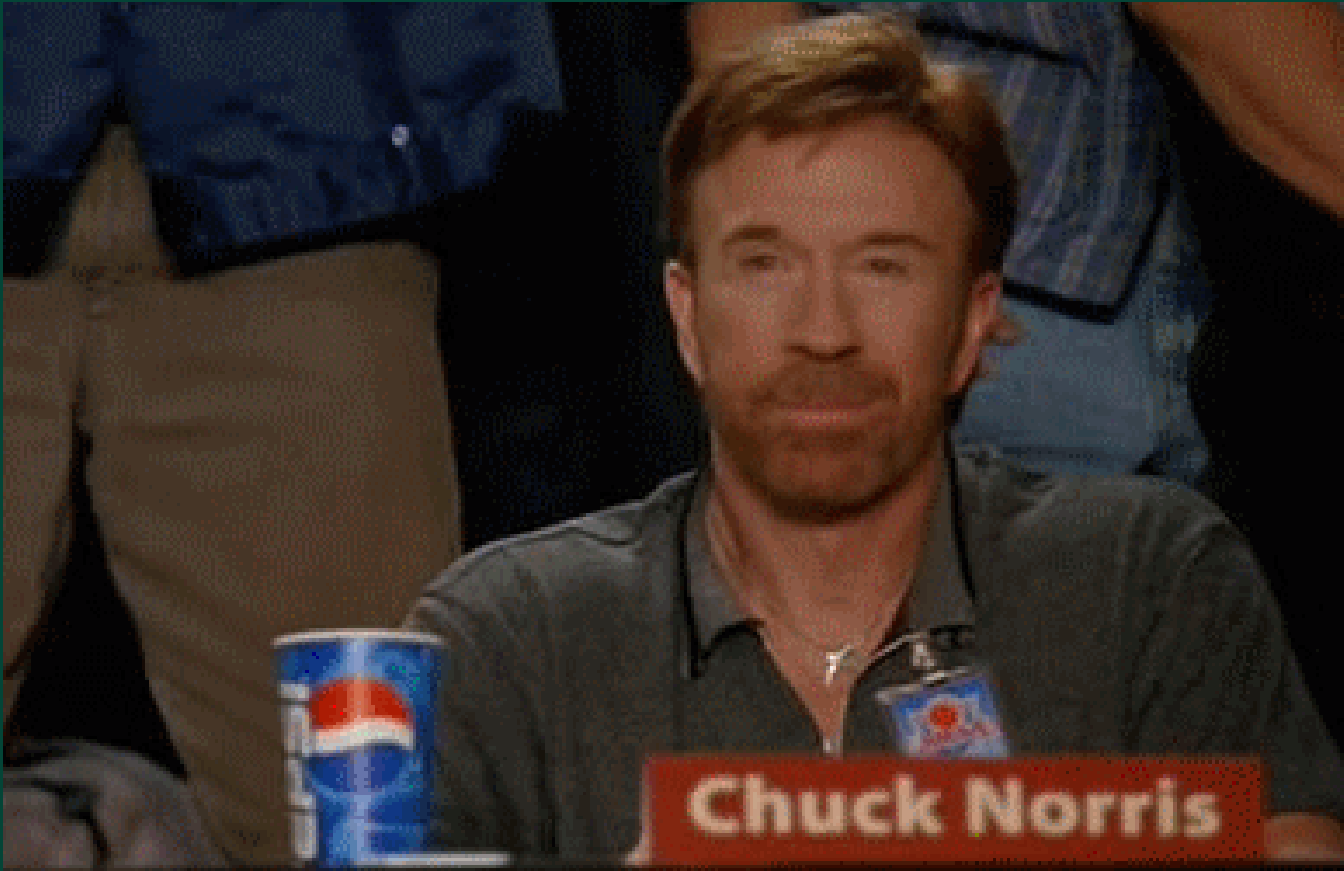
Enforcement

# Enforcement

- Department of Permitting, Inspections, and Enforcement (DPIE)
- Ensuring compliance with requirements of Zoning Ordinance and Subdivision Regulations
- Things commonly enforced:
  - Setbacks
  - Types of building



# GET INVOLVED



Things you can do at **any time** to be a part of the process:

- Citizen Registry

[https://www.mncppcapps.org/planning/Person\\_of\\_Record/default.cfm](https://www.mncppcapps.org/planning/Person_of_Record/default.cfm)

- Civic Association Registration at [pgplan.org/association](http://pgplan.org/association)
- Weekly Development Activity Notification at [notify.pgatlas.com](http://notify.pgatlas.com)
- Join our email lists at [pgplan.org/email](http://pgplan.org/email)
- Contact DPIE at: 301.636.2000
- Follow us on social media @PGPlanningMD



# GET INVOLVED EARLY



## Sign posting of pre-application

- Pre-Application Neighborhood Meetings
- Applicant Meeting Requests

## Application submittal

- Register to become a Person of Record  
[pgplan.org/record](http://pgplan.org/record)
- Contact Staff (email or call)  
[PPD-InfoCounter@ppd.mncppc.org](mailto:PPD-InfoCounter@ppd.mncppc.org)
- Contact the Peoples' Zoning Counsel at  
[attorney@StanBrown.law](mailto:attorney@StanBrown.law)

# SPEAK AT A MEETING



## **Planning Board**

Register to speak by **noon** Tuesday before the weekly Thursday meeting at [mncppc.org/883/Watch-Meetings](https://mncppc.org/883/Watch-Meetings)

## **Joint Public Hearing**

Register to speak by 3 p.m. the day prior to the meeting at [pgccouncil.us/Speak](https://pgccouncil.us/Speak)

## **SDRC Meetings**

Virtual, every other Friday at 9:30 a.m. Meetings are open to the public, but not for public comment. Please contact staff directly with comments/questions. Attend the meeting at [pgplan.org/sdrc](https://pgplan.org/sdrc)

# Wrap-Up

## Master planning

Determines community goals and aspirations

## Zoning

Establishes the rules and what can be built where



# Wrap-Up

## Subdivision process

Large properties divided to smaller properties for development and is there adequate infrastructure to support the development?

## Site plan

Architectural illustration of the site and improvements, (buildings, parking facilities, landscaping, etc)



# Wrap-Up

## Final plats

A subdivision is legal and has all data necessary to locate every street, lot, block, and boundary line

## Permits

Conformance with development regulations



# Wrap-Up

## Enforcement

Compliance with Zoning Ordinance and Subdivision Regulations





# The Development Process in Prince George's County

Test Your Knowledge on the Development Review Process

# Mini Quiz

Here are **8 questions** to test your knowledge of the development review process.

Are you ready?



# Development Activity Monitoring System

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# Navigating DAMS



# HOMework

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# HOMework ASSIGNMENT

Using DAMS (Development Activity Monitoring System), choose a development review case (via case number or address) in your area:



Identify case information per Student Workbook



View/Download documents relating to case



Describe the development in your own words

# PROJECT MILESTONES



- **Week 1:** Pick an issue, challenge, or concern (topic) in your community.
- **Week 2:** Research and analyze Plan 2035, Master or Sector Plan.
- **Week 3:** Consider how, when, and who you might engage to implement a solution.
- **Week 4:** Consider possible solutions, tradeoffs, and other perspectives.
- **Week 5:** Finalize presentation and email project to [PGCNPA@ppd.mncppc.org](mailto:PGCNPA@ppd.mncppc.org).



# WEEKLY FEEDBACK

- Please fill out our 5-minute feedback form.
- [academy.pgplanning.com/course-evaluation](https://academy.pgplanning.com/course-evaluation)
- Password: **feedback2023**

# END OF SESSION

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If you need assistance before our next meeting,  
email us at [PGCNPA@ppd.mncppc.org](mailto:PGCNPA@ppd.mncppc.org)