

Who does What at the Planning Department?

A QUICK REFERRAL
GUIDE FOR DPIE STAFF
AND CUSTOMERS

M-NCPPC prepares and adopts plans, reviews and approves subdivision and site plan applications, provides recommendations to DPIE on grading, building, occupancy and other permits, and provides planning and zoning services.

Use the summaries below to route questions to the right Planning Department office.

PLANNING DIRECTOR'S OFFICE (PDO)

Provides leadership and overall direction for the Planning Department. Coordinates budgeting, finance and procurement, human resources, legislative services, performance management, intergovernmental coordination, and department-wide initiatives.

INFORMATION MANAGEMENT DIVISION (IMD)

Provides GIS and mapping, data systems, database and software support, network and technology services, and planning research and data analysis. IMD maintains digital tools and information used for County planning and development review.

COMMUNITY PLANNING DIVISION (CPD)

Leads long-range and community-focused planning. Prepares and implements master plans, sector plans, plan amendments, and comprehensive rezoning; evaluates plan implementation; and supports municipalities and communities through revitalization, design, and placemaking programs.

INTAKE & REGULATORY REVIEW DIVISION (IRRD)

We are the front door for development information, applications, and permit review.

APPLICATIONS

We help with — Development application submissions • Application completeness reviews • Pre-Application Conferences • Pre-Application Neighborhood Meetings • Application fees and requirements • Public notice and sign-posting requirements • Development Application Review Tracking System (DARTS) • Tracking development cases

M-NCPPC PERMIT REVIEW

We review and make recommendations on Zoning Ordinance requirements for — Building permits • Grading permits • Use & Occupancy permits • Sign permits • Other permits that require Planning review

PLANNING INFORMATION SERVICES

We help residents and applicants find — Zoning information • Subdivision information • Property information • Development case information • Planning and zoning regulations • Approved plans and documents • MPIA Requests

EXAMPLES OF SERVICES/CASE TYPES:

Application Intake • Pre-Application Conference • Pre-Application Neighborhood Meeting • Permit Review • Building Permit • Grading Permit • Sign Permit • Use & Occupancy • Planning Information Requests • Zoning Certification Letters

COUNTYWIDE PLANNING DIVISION (CWPDP)

We plan for issues that affect the entire County and help protect Prince George's County's natural, historic, and transportation resources.

WHAT WE HANDLE:

Transportation Planning — transportation plans, roadway and transit planning, bicycle and pedestrian planning, and transportation studies.

Environmental Planning — Natural Resource Inventory (NRI) plans, woodland conservation, environmental impacts, streams, wetlands, floodplains, and other natural resources.

Historic Preservation — historic sites, historic districts, historic area work permits, historic resource reviews, and preservation grants and tax credits.

Public Facilities & Special Projects — Mandatory Referrals for public projects, public facilities planning, schools, fire and police facilities, libraries, water and sewer planning, and other special projects.

Countywide Plans & Studies — plans and studies that address transportation, the environment, public facilities, historic resources, and other Countywide needs.

EXAMPLES OF CASES/PROJECTS:

Natural Resource Inventory (NRI) • Mandatory Referral (MR) • Historic Area Work Permit (HAWP) • Transportation Studies • Public Facility Reviews • Environmental Reviews • Tree Conservation Plans (TCP)

DEVELOPMENT REVIEW DIVISION (DRD)

We review development applications to ensure compliance with County zoning and subdivision laws.

SUBDIVISION

Reviews — Preliminary Plans of Subdivision • Final Plats • Minor Subdivisions • Preliminary Plans • Final Plats • Vacation and Reservation Plats • Lot and Property Boundary Issues

URBAN DESIGN

Reviews — Detailed Site Plans (DSP) • Specific Design Plans (SDP) • Comprehensive Design Plans (CDP) • Alternative Compliance (AC) • Landscape Manual Requirements • Site and Building Design

ZONING

Reviews — Zoning Map Amendments • Planned Development Applications • Special Exceptions • Special Permits • Variances • Departures • Certifications of Nonconforming Uses • Revisions to Approved Site Plans • Zoning Ordinance Interpretations

EXAMPLES OF CASES:

Preliminary Plan • Final Plat • DSP • SDP • CDP • ZMA • PD • SPE • SP • VAR • MND/MJD • CNC • ZOI

Contact the right team!



PLANNING DIRECTOR'S OFFICE (PDO)

Department leadership, administration, legislation, budget, human resources, interagency matters, and department-wide initiatives.

Directors_Office@ppd.mnccppc.org

INFORMATION MANAGEMENT DIVISION (IMD)

GIS and mapping, data systems, research data, digital planning tools, databases, software, network, and technology support.

301-952-3918 | ppd-gis@ppd.mnccppc.org

COMMUNITY PLANNING DIVISION (CPD)

Master and sector plans, area planners, comprehensive rezoning, neighborhood planning, placemaking, and municipal or community planning assistance.

Food Systems, Master Plans & Studies, Placemaking, Neighborhood Revitalization, Long-Range Planning

301-952-3972

INTAKE AND REGULATORY REVIEW DIVISION (IRRD)

Planning and zoning information, application intake and tracking, permit referral review, zoning certification letters, records, and general customer assistance.

Planning Information Services

240-545-8976 | PPD-InfoCounter@ppd.mnccppc.org

Applications Review Section

301-952-4198 | DRDApplications@ppd.mnccppc.org

Permit Review

Please contact your reviewer directly by going to the Permit Tracker website.

Scan the QR code or visit:
pgplan.org/PermitReview



COUNTYWIDE PLANNING DIVISION (CWPD)

Transportation, environmental resources, historic preservation, public facilities, mandatory referrals, and countywide technical planning.

Environmental Planning Section

301-952-3650 | PPD-Enviroplanningquestions@ppd.mnccppc.org

Historic Preservation Section

301-952-3520 | historicpreservation@ppd.mnccppc.org

Special Projects Section

301-952-3520

Transportation Planning Section

301-952-3084 | transportation@ppd.mnccppc.org

DEVELOPMENT REVIEW DIVISION (DRD)

Zoning, subdivision, site plan, departures, and other development case review; for case-specific technical questions.

Subdivision Review, Urban Design Review, Zoning Review

301-952-3530

Not Sure Where to Start?

Have a development project?

Intake & Regulatory Review

Is your project being reviewed for zoning, subdivision, or design?

Development Review

Does your project involve transportation, the environment, historic resources, or a public facility?

Countywide Planning

Need information about a property or development case?

Planning Information Services