



Zoning and Subdivision Ordinance Interpretation Application Procedure

The Zoning Ordinance Interpretation (ZOI) and Subdivision Ordinance Interpretation (SOI) processes provide a way to request formal written interpretations of any provision of the Zoning Ordinance or Subdivision Regulations. The interpretations may be of either the Ordinance text, zone boundary, compliance with conditions of approval, whether or not an unlisted use is comparable to a listed use (i.e. should it be allowed or prohibited in a zone), or other provisions of the Ordinance. Interpretations may be initiated by any person with a contractual interest in land in the County.

Each applicant should complete the following actions and include at a minimum the following documents via CD or direct digital file share link with files in PDF format:

- a. Signed [Application Form](#)
- b. Proof of contractual interest in land in Prince George's County
- c. Written Statement of Justification for formal Interpretation explaining nature of request and providing all necessary background information.
- d. Provide section(s) of Ordinance for formal Interpretation
- e. Indicate specific use(s), subdivision standard(s), map(s), and/or condition(s) of approval in question, if applicable.
- f. Planning Department staff may require additional information upon request

The case will be accepted and the review period will begin when the items listed above are received by the Applications Section. Written acceptance notification will be sent to the contact person named on the application form.

Refer to [Sections 27-3612, 24-3407](#), and other applicable Sections for more information.

ONLY DIGITAL PDF COPIES OF DOCUMENTS AND APPLICATIONS WILL BE ACCEPTED. ALL DOCUMENTS SAVED ON A CD OR DIRECT DIGITAL LINK USING THE [NAMING CONVENTION](#).

Applications should be submitted to the Development Review Division via email to PreApp-DRD@ppd.mncppc.org. If you have any questions concerning submittal requirements, processing procedures or the status of your project application, please call 301-952-3530.

**Figure 27-3612(c): Interpretation (Text, Uses, and Zoning Map)
 Procedure (Illustrative)**

↓	27-3401	Pre-Application Conference	Optional
↓	27-3403	Application Submittal	To Planning Director
↓	27-3404	Determination of Completeness	Planning Director makes determination
↓	27-3406	Staff Review and Action	Planning Director renders interpretation
↓	27-3416	Notification	Planning Director notifies
→	27-3417	Appeal	Optional to BOA