

# Thriving **Communities** now and into the future

*Prince George's County Planning Department*

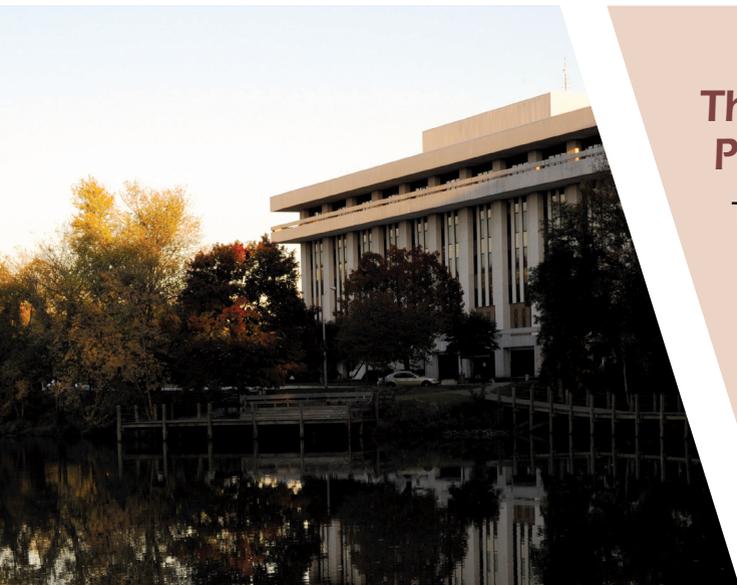


**M-NCPPC**  
Planning Department  
Prince George's County



The Maryland-National Capital Park and Planning Commission  
The Prince George's County Planning Department  
[www.pgplanning.org](http://www.pgplanning.org) | 301-952-3594 | TTY: 301-952-4366

# M-NCPPC Planning Department



## The Prince George's County Planning Department

The Planning Department acts as a catalyst for positive change in Prince George's County through the resources and activities of five major program areas:

- Planning
- Plan Implementation
- Development Review
- Information Management and Services
- Administration

## The Prince George's County Planning Board

M-NCPPC operates through a Planning Board appointed by the county government. The Planning Board consists of five members who serve overlapping four-year terms. Planning Board meetings are open to the public and held each Thursday in the County Administration Building in Upper Marlboro, Maryland, to consider planning, zoning, and subdivision matters.

The meetings are streamed and recorded, and agendas can be viewed at [www.pgplanning.org](http://www.pgplanning.org).

The Maryland-National Capital Park and Planning Commission (M-NCPPC) was created by the Maryland General Assembly in 1927 to develop and operate public park systems and provide land use planning for the physical development of the majority of Montgomery and Prince George's Counties, and to operate the public recreation program in Prince George's County. State-of-the-art facilities and national, regional, and state award-winning programs have been the result.

The role of the Planning Department is best described in its mission statement: "To promote economic vitality, environmental sustainability, design excellence, and quality development in Prince George's County."

Prince George's County boasts a diverse population of nearly 850,000 residents increasingly interested in the land development process, the services we provide, and opportunities for public involvement.



## Our Vision

Thriving Communities—now and into the future

## Our Values

### Value Our Employees

Our greatest asset is our highly-qualified, diverse, and committed staff. We value their contributions, innovations, and service to the community. We foster a culture of integrity, communication, empowerment, innovation, fairness, and professional development.

### Strive for Excellence

We strive for excellence in all we do. We continuously work to improve our performance, products, and services. We create a progressive environment where excellence flourishes.

### Service to Community

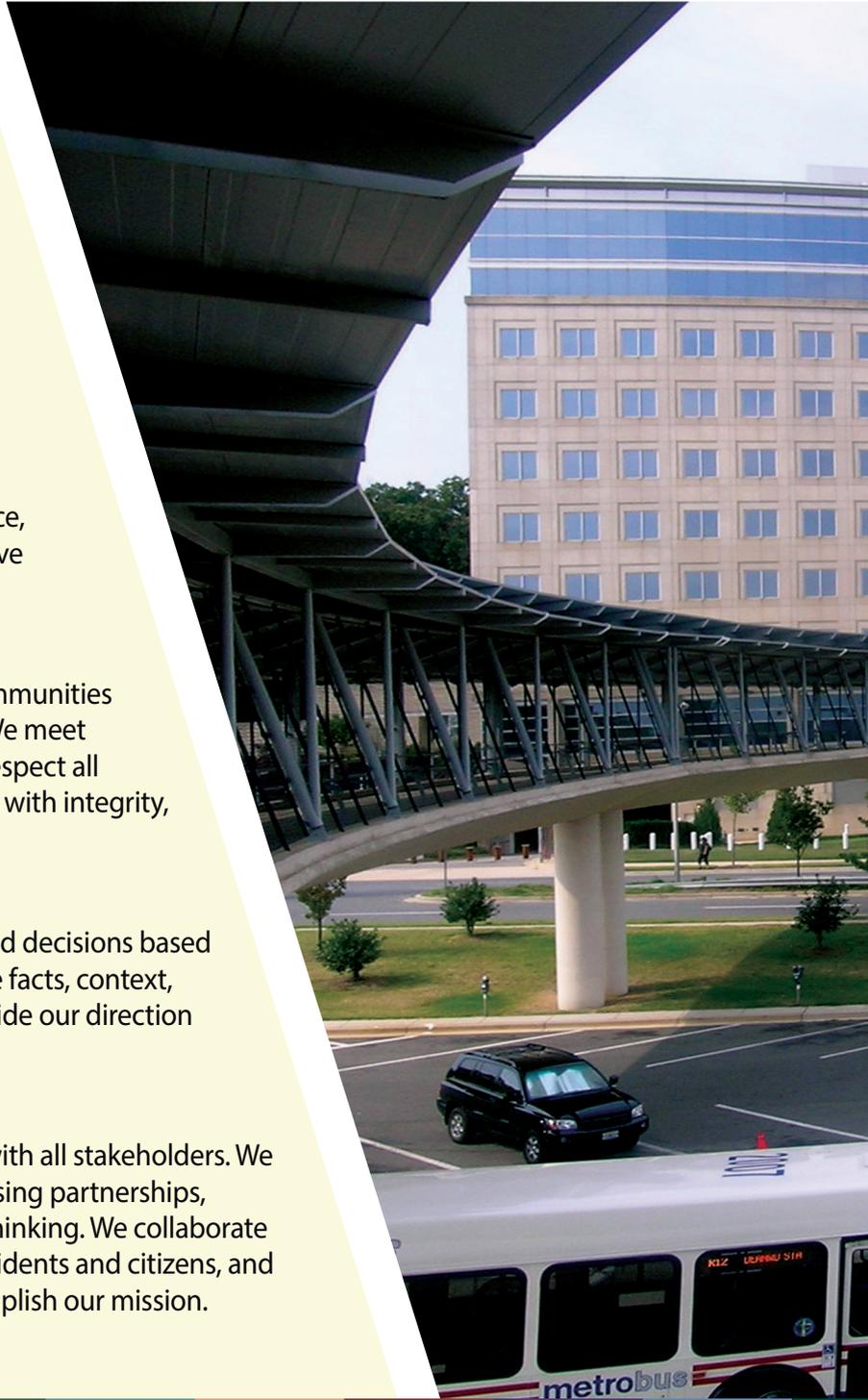
We engage the multicultural, diverse communities we serve and represent their interests. We meet community and customer needs. We respect all customers and respond to their needs with integrity, honesty, and dependability.

### Rely on Facts

We rely on facts. We make informed decisions based on a shared understanding of the facts, context, and research. We use facts to guide our direction and strategies.

### Collaborate for Success

We collaborate for success with all stakeholders. We effectively communicate, using partnerships, teamwork, and strategic thinking. We collaborate with decision makers, residents and citizens, and other agencies to accomplish our mission.



## Planning Board Members

**Top row:** Dorothy F. Bailey, Vice Chairman; Manuel R. Geraldo

**Bottom row:** John P. Shoaff; Elizabeth M. Hewlett, Chairman; A. Shuanise Washington

# DEVELOPMENT **Review**

The Development Review Division is responsible for the regulatory process that defines the form and rate of development. This process implements the land use plans and policies established by the county. The division is organized into five sections: Permit Review, Subdivision, Urban Design Review, Zoning, and Planning Information Services. The division's role includes providing zoning and other information; analyzing the background information, technical facts, positions of stakeholders, and the potential of the site; and recommending workable solutions. This includes community outreach to ensure meaningful public input and engagement to influence zoning and development processes and decisions.

## **Permit Review**

Reviews permit applications for:

- Site grading
- Construction and building
- Land use and occupancy
- Signs
- Administrative nonconforming land uses

## **Zoning**

Reviews applications for:

- Zoning map amendments
- Special exceptions
- Departures and variances from regulations
- Nonconforming use permits

## **Urban Design Review**

Reviews applications for:

- Conceptual and detailed site plans
- Comprehensive and specific design plans
- Alternative compliance to the Landscape Manual

## **Subdivision**

Reviews applications for:

- Preliminary plans of subdivisions
- Final plats of subdivisions
- Vacations and reservations
- Property addresses

## **Planning Information Services**

Staffs an information call-in and walk-up center providing:

- Information on zoning and subdivision regulations, master plan proposals, and land use and development processes and requirements.
- Access to and purchase of planning data and reports; property, aerial, and topographic maps; record plats, site plans, planning documents, and other publications.
- Public workstations to obtain land use and permit status information.

# COMMUNITY Planning

The Community Planning Division works to manage the county's comprehensive planning process. This division prepares plans and studies used to guide future growth and physical development in the county. Considerable community outreach is performed to ensure meaningful public participation and engagement in all projects, plans, and studies. Five major programs make up the work of the Community Planning Division:

## Master Plans

Comprehensive plans that vary in scale and detail from the General Plan for the entire county to small-area plans, and includes environmental, transportation, public facilities, economic development, urban design, and historic preservation recommendations.

## Sectional Map Amendments

Comprehensive rezonings adopted for most master plans.

## Specialized Planning Studies

Generally conducted at the request of county government and often lead to the preparation of a master plan or amendment to the Zoning Ordinance.

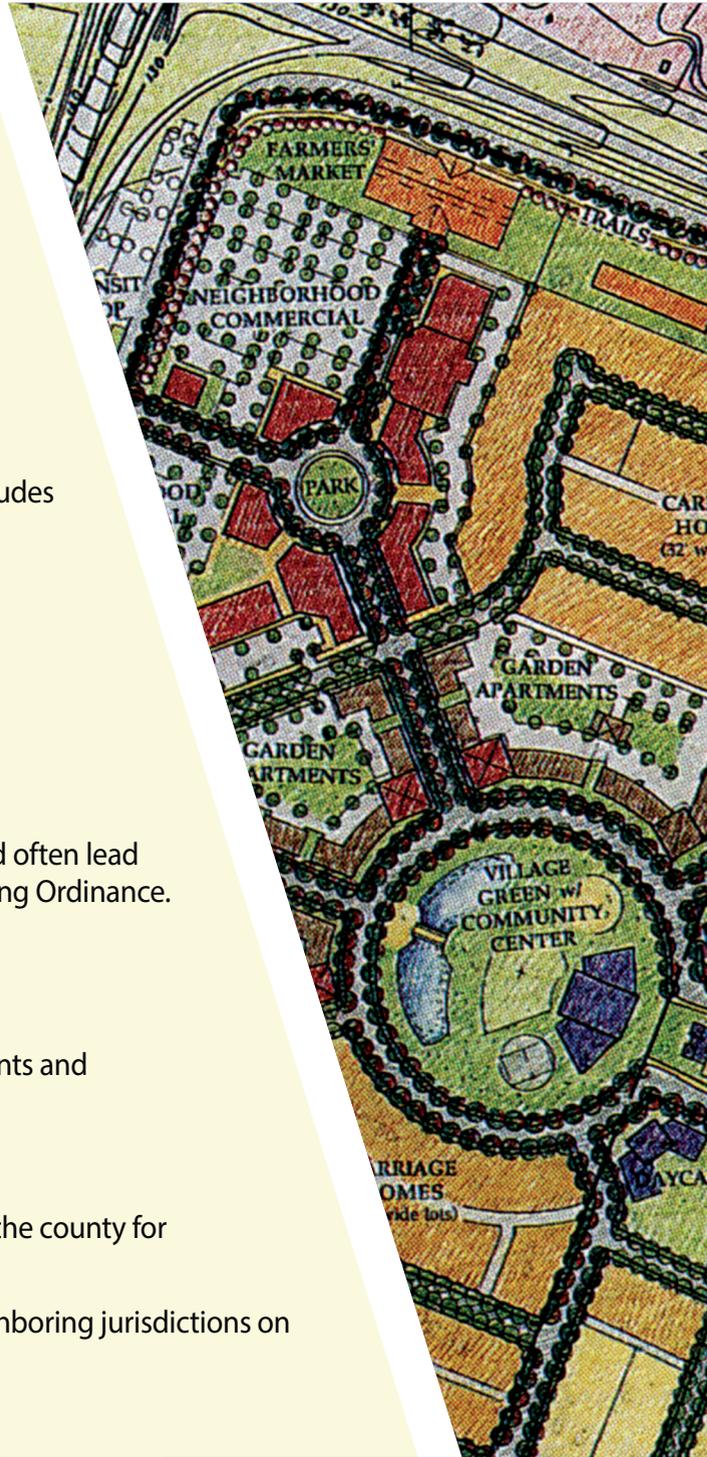
## Planning Assistance to Municipalities and Communities Program

Planning and technical assistance provided to local governments and community organizations throughout the county.

## Plan Implementation

Review development proposals for the respective portions of the county for conformance with approved master plans.

Coordinate with state, regional, and federal agencies and neighboring jurisdictions on planning, zoning, and development issues.



# COUNTYWIDE Planning

The Countywide Planning Division is committed to four major program activities that help shape livable communities through the protection and stewardship of natural and historic resources and by addressing key infrastructure needs, gathering data, and analyzing economic and other conditions. The division consists of four sections: Environmental Planning, Transportation Planning, Historic Preservation, and Special Projects. Each section offers a diverse level of professional expertise to provide planning services and technical support to communities, public officials, and other government agencies. These functional elements are key to effective community and countywide planning projects and to the development review processes. Community engagement is strongly encouraged and important to these planning efforts.

## Environmental Planning

- Evaluates land development proposals for compliance with laws and regulations including the county's Woodland Conservation Ordinance and the Countywide Green Infrastructure Plan.
- Reviews Chesapeake Bay Critical Area conservation plans and coordinates programmatic activities.
- Addresses environmental issues in the planning process including woodland conservation, noise, wetlands, floodplains, and stormwater management; stream protection; historic/scenic roads; protection of wildlife habitat and rare, threatened, and endangered species.

## Transportation Planning

- Conducts and reviews transportation studies to ensure that safe and adequate transportation facilities have been planned to serve the development.
- Provides technical staff support to the county government on transportation planning issues.
- Develops the transportation elements of master plans and participates in the review of state, regional, and local transportation plans and programs.
- Provides planning and technical assistance to countywide trails planning including the County Executive's Bicycle and Trails Advisory Group.

## Historic Preservation

- Provides technical assistance and analyzes public facilities planning issues regarding schools, libraries, police, fire/rescue, and sewer services.
- Supports the Prince George's County Historic Preservation Commission with historic area work permit applications, preservation tax credit applications, and development referrals.
- Documents historic properties and prepares architectural surveys and historic district studies.
- Reviews development proposals to assess impacts on historic sites and resources, including archeological resources.

## Special Projects

Conducts research, special studies, and analyses providing technical assistance on:

- Demographics, economics, forecasting, and relevant economic and demographic trends.
- Economic conditions, characteristics, and rankings.
- U.S. census and other data.
- Employment, housing, and fiscal analysis.

# INFORMATION Management

The Information Management Division is responsible for providing information technology support to the Planning Department including the purchase, upgrade, and maintenance of hardware, software, and network infrastructure. The division is also responsible for the collection, processing, and archiving of social, economic, and geo-spatial information necessary for the department's work programs and for use by the general public.

The division is organized into three sections:

## Data Systems Section

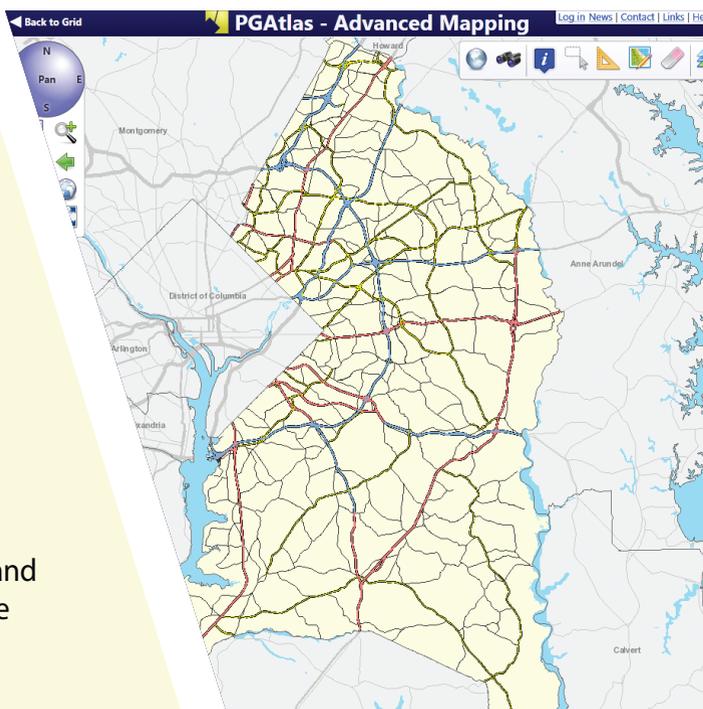
- Provides database/application development and systems administration of the Planning Department's data servers and maintains the department's databases and related software applications.

## Network and Technology Services Section

- Provides network/desktop computer support, systems administration of the Planning Department's local area network (LAN) and file servers, and technical support to the department's 160+ personal computer users.

## Geographic Information Systems (GIS)

- Develops, updates, and maintains a variety of geographic information to support the development, planning, and land administration efforts of the Planning Department.
- Serves as a clearinghouse for the county's geographic information and provides services as well as access to its databases to department staff, other county agencies, the private sector, and individuals.
- Provides electronic access to property, zoning, and other maps and information at [www.pgatlas.com](http://www.pgatlas.com).





**The Maryland-National Capital Park and Planning Commission  
County Administration Building  
14741 Governor Oden Bowie Drive  
Upper Marlboro, MD 20772**

**[www.pgplanning.org](http://www.pgplanning.org)**

## **Prince George's County Planning Board**

**Office of the Chairman  
301-952-3560**

## **Prince George's County Planning Department**

**Office of the Planning Director.....301-952-3594  
Community Planning Division .....301-952-4225 or 301-952-3972  
Countywide Planning Division.....301-952-3680  
Development Review Division .....301-952-3530  
Information Management Division.....301-952-3918  
TTY .....301-952-4366**

Visit us at [www.pgplanning.org](http://www.pgplanning.org) to obtain information on opportunities available for citizens and residents to participate and engage in shaping land use planning, zoning, and development in our communities. Property, zoning, and other geographic mapping and information can be easily accessed at [www.pgatlas.com](http://www.pgatlas.com). Additional information is also available at the Planning Information Services Office located on the lower level of the County Administration Building in Upper Marlboro, Maryland, 301-952-3208.