



CITY COUNCIL WORK SESSION AGENDA
Budget Work Session - Planning & Community Development

This meeting will be held in-person and virtual.

**25 Crescent Road
Greenbelt, MD 20770**

OR

**Virtual Participation
Zoom Webinar Attendees:**

**Please submit your request in writing via email to questions@greenbeltmd.gov
<https://us02web.zoom.us/j/84602927574?pwd=z1QdNI2MkvYwjiPDBSQohBZ1ggnn7M.1>**

**Dial-in: 301 715 8592
Webinar ID: 846 0292 7574
Passcode:882429**

**Wednesday, April 16, 2025
7:30 PM**

Budget Work Session Packet - Planning & Community Development

Budget Work Session - Planning & Community Development

Suggested Action:

Agenda

- Introductions
- Council Discussion - [Proposed FY 2026 Budget](#)
 - Section 4 - Planning and Community Development (pages 135-146)
 - Legislative initiatives that Council will discuss and prioritize. These include:
 1. Resolution to increase Solid Waste Rates.
 2. Adoption of new Recycling regulations for the City.
 3. Updates to the City's Zoning Code per state requirements.
 4. Development and adoption of Rent Stabilization regulations.

- Questions and Answers

- Other Items

- Information Items

[Memo_Planning_v.final.th.4.8.25.pdf](#)

[Planning Work Program - Updated March 2025 - 04.07.25.final.pdf](#)

[Copy of housing data 2.2025.th.pdf](#)

[Foreclosure Report as of 2.19.25.pdf](#)

[Rentals by Subdivisons 2025 \(003\).pdf](#)

[Licenses-License_Fees_Comparison_List_1-31-2025.pdf](#)

[Permits-Building_Permits_Fees_Comparison_List_2025.pdf](#)

City Council Work Session Agenda Item Report

Meeting Date: April 16, 2025

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Work Session Item

Agenda Section: Budget Work Session Packet - Planning & Community Development

Subject:

Budget Work Session - Planning & Community Development

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- Questions and Answers
- Other Items
 - Information Items

Attachments:

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MEMORANDUM

TO: City Council

FROM: Terri Hruby, Director of Planning and Community Development

DATE: April 7, 2025

RE: Proposed FY 2026 Planning and Community Development Budget

OVERVIEW

Planning and Community Development's total proposed budget for FY2026 is \$1,403,700, compared to \$1,393,100 in FY2025. To address the City Manager's request for individual departments to reduce expenditures in order to address a budget deficit, the vacant position of Supervisory Inspector is not included in the FY2026 budget and will remain vacant. The duties of this position will be shared between the Director, Assistant Director of Community Development, and on-call engineer consultants.

Overall, Planning and Community Development had a very productive year in FY2025, as evidenced by the achievements and performance measures highlighted in the Proposed FY 2026 budget, and the Department is looking forward to building on these successes in FY2026, as supported by the Management Objectives contained in the proposed budget. The Planning Work Program (attached) highlights major projects that the Department will be undertaking in FY2026.

EXPENDITURES

The Planning and Community Development Department's proposed FY2026 expenditures represent an increase of \$10,600 over FY2025's adopted budget. The slight increase is mainly due to an increase in Planning and Community Development salaries to fund the proposed 2% COLA and 3% merit increase, which were offset by not funding the Supervisory Inspector position for FY2026 as mentioned above. Explanation of major expenditure accounts outside of personnel expenses is below:

Planning

- 30 Professional Services Funds the use of on-call consultants to assist in engineering studies and plan reviews. *Change in FY2026: \$23,900 increase.*
- 45 Membership & Training Funds three (3) AICP members professional memberships and to attend National, State, and local training opportunities in order to maintain AICP certifications. *Change in FY2026: \$0*
- 55 Office Expenses Funds copier maintenance and supplies, forms, and business cards. *Change in FY2026: \$500 increase to fund supplies for large plotter/scanner.*
- 58 Special Program Funds battery and part replacement for the MetroCount device that is used to conduct speed studies. *Change in FY2026: \$1,000 reduction as staff does not foresee special program needs in FY2026.*

Community Development

- 30 Professional Services Funds the use of on-call consultants to assist in erosion and sediment control inspections, review of construction in the right-of-way permits, and construction inspections. *Change in FY2026: \$9,400 reduction due to not funding the Supervisory Inspector position in FY2026.*
- 34 Other Services Funds the property maintenance abatement fund (\$20,000) and mandatory bank charges (\$3,000). *Change in FY2026: \$0*
- 38 Communications Funds local and cell phone expenses for the entire department. *Change in FY2026: \$0*
- 42 Building Rental Funds are transferred to the Recreation Department to cover the Planning and Community Development's use of space within the Community Center. *Change in FY2026: \$0*
- 45 Membership & Training Funds membership in various organizations (i.e., PENBOC, ICC, NFPA, CEZOA, and ACE), two (2) inspectors to attend the PENBOC conference, and to pursue state/local training opportunities in code and construction standards. *Change in FY2026: \$600 reduction.*

48 Uniforms	Funds uniforms for all staff within the department; Community Development inspectors have a standard uniform code and are equipped with code enforcement badges. <i>Change in FY2026: \$0</i>
49 Hand Tools	Funds hand tools required to complete property maintenance and noise inspection such as noise meter, gas meter, and moisture reader. <i>Change in FY2026: \$0</i>
53 Computer Expenses	Funds community development software (Utopia) annual costs and the Department's share of the licensing of the City's Geographic Information Software (GIS) capabilities. <i>Change in FY2026: \$2,000 reduction due to modifying the software needs associated with the Speed Sentry units.</i>
55 Office Expenses	Funds copier and maintenance expenses, postage, lounge supplies, forms, letterhead, and office furniture/storage needs. <i>Change in FY2026: \$1,900 reduction mainly attributable to less reliance on outsourcing letterhead and postage.</i>

REVENUES

Revenues for the Department are mainly attributable to fees collected through Community Development programs, such as rental and commercial licensing, street permits, non-residential alarm licensing, and false alarm fees. Revenues for FY2026 are anticipated to increase slightly (\$2,000) from the FY2025 budget amount, from \$966,600 to \$968,000, due to an expected increase in street permit fees.

PLANNING WORK PROGRAM

Updated March 25, 2025

Planning Projects

- **County Legislation**
 - Staff continue to monitor and review proposed zoning bills.
- **Prince George's County New Zoning Ordinance**
 - The new ordinance went into effect on April 1, 2022, and the transition for new development applications was extended and additional two years to April 1, 2026. Staff continue to familiarize themselves with the new ordinance and Monitor County legislation for proposed regulatory changes.
 - Staff are preparing a code amendment to update the City Code to reflect regulatory and process changes in the Prince George's County Zoning Ordinance.
- **FBI Headquarters**
 - Staff participate in a monthly planning coordination call hosted by MDOT.
- **Maryland Sustainable Communities Application**
 - The City's recertification in the Maryland Department of Housing and Community Development's Sustainable Communities program is current.
- **Small Cell Legislation**
 - Work on revising the City's ordinance and refining design guidelines/requirements is planned but the project has been on hold pending staff resources.
- **State of Maryland Consolidated Transportation Program (CTP) FY 2026-2031**
 - Staff reviewed and prepared comments for the proposed FY 2025-2030 CTP for City Council consideration and submitted the City's final comments to MDOT in Fall 2024.
 - Staff submitted two projects to MDOT's New Capital Expansion Project Prioritization Program for the forthcoming FY 2026-2031 CTP: 1) MD 193 — Greenbelt Road Streetscape Improvement, and 2) Cherrywood Lane Complete and Green Street Retrofit

- **Countywide Master Plan of Transportation – “Go Prince George’s”**
 - Staff is currently reviewing the preliminary draft of the Go Prince George’s Countywide Master Plan of Transportation in preparation for public comment in the fall.
- **Program Open Space (POS)**
 - Staff was successful in getting the pool deck remediation project and the Greenbelt Station Indian Creek park project included in the County’s FY2025 PO Annual Program to the State. Staff applied for and received approval from the Board of Public Works for the Greenbelt Aquatic and Fitness Center pool deck remediation project.
- **Bike Share**
 - The County installed a station on the Motiva property that was funded by the developer.
 - The County continues to work to secure additional funding needed to install a station at the Metro station and in Greenbelt East at Roosevelt High School.
- **Cherrywood Lane Complete and Green Street Project**
 - Staff continues to explore funding opportunities for further design and construction of this project. The City partnered with ATHA and the Friends of the Greenbelt East Trail to apply for grant funding under the EPA Community Change Grant, and this project was included in the project scope.
- **WMATA trail connection**
 - 90 percent engineering is complete and staff are working with engineer consultants to renew permits with the State and the County. Staff are working with consultants to finalize a detailed response to the State’s 60 percent review comments which were significant. Staff continue to work with the Maryland Department of Transportation to receive final design approval and approval of procurement documents. It is anticipated that the project will go out to bid late summer/fall assuming final permitting with the State and WMATA go smoothly and the project comes in within available funding levels.
- **Indian Creek Trail Improvements**
 - Staff have been in conversation with the County regarding a coordinated effort to provide wayfinding signs, and staff continue to research grant opportunities.

- **SCMaglev**
 - Staff continue to monitor the project and provide support to Jill Grant & Associates as needed.
- **Greenbelt Station Development Greenspace Vision**
 - Staff participated in the Neighborhood Design Center's greenspace planning project and continues to provide support to the Recreation Department as needed.
- **MD 193/Greenbelt Road Corridor Plan**
 - The final MD 193/Greenbelt Road Corridor Plan is available on the City's website, and the plan has been sent to the State Highway Administration (SHA).
 - Staff continues to explore funding opportunities for further design and construction of this project. Staff anticipates including a request for feasibility funding in the City's FY2026 Consolidated Transportation Program priority letter.
- **Citywide Wayfinding Plan**
 - The City was awarded a Planning Assistance to Municipalities and Communities (PAMC) grant for this project. The County Planning Board awarded the project to the Neighborhood Design Center (NDC).
 - Staff have worked with M-NCPPC staff and NDC, and the draft Strategic Wayfinding Plan will be presented to the Advisory Planning Board and the Arts Advisory Board in mid-April 2025, will City Council to follow.
- **Geographic Information Systems**
 - Staff are working to use GIS in more planning project to manage resources and using data to inform planning decisions.
- **ARPA Funding**
 - Staff are currently working with Public Works and contractors to implement the pedestrian and bicycle improvements (see Capital Projects, below).
 - Staff are currently working with Public Works and contractors to implement bus stop accessibility improvements. (see Capital Projects, below).

- Staff are working with the City’s engineer on three storm drain projects: 4 Woodland Way easement, Stormdrain city-wide mapping and easement agreements for up to 15 stormdrain systems in historic Greenbelt, so they are eligible for acceptance under the County’s storm drain acceptance program.
- **Dam Emergency Action Plan**
 - Staff is updating the City’s Emergency Action Plan for submittal to the Maryland Department of the Environment (MDE). Staff are working with the City’s engineer to hold training and a tabletop exercise, as required by MDE.
- **Greenbrook Trail**
 - Staff is compiling a project summary, including information on HOA request, scope of work, policy implications and associated cost to present to City Council in FY 2026.
- **WMATA Metrobus/Better Bus and Prince George’s County TheBus Network Redesign Project**
 - WMATA and the County expect redesigned bus service across the region to begin on June 29, 2025. Staff will continue to monitor the project and participate as appropriate.
- **Prince George’s County Transit Vision Plan**
 - Staff continues to monitor the project and participate as appropriate.
- **WMATA Blue/Orange/Silver Capacity & Reliability Study**
 - Staff will continue to monitor the study and participate as appropriate.
- **ADA Curb Ramps Guidance**
 - Staff prepared a memo with guidance for ADA-compliant curb ramp installation.
- **Greenbelt West Recreation Amenities**
 - Staff are working with the Recreation development on the Indian Creek Trail park project. Staff are waiting for a proposal for the consultant to prepare concept plans for the area. Staff are also preparing a Program Open Space development application as this project was included in the County’s FY2025 POS Annual Program submission to the State.

Capital Projects

- **Historic Cemeteries**
 - Staff was successful in obtaining a Maryland Heritage Areas grant for the completion of a cemetery preservation master plan for the City's three historic cemeteries. A consultant has been selected and work the project is anticipated to begin in April 2025.
- **Ped/Bike Master Plan**
 - Staff are currently working with Public Works and contractors to implement the pedestrian and bicycle improvements.
- **Bus Stop Accessibility**
 - Staff are currently working with Public Works and contractors to implement bus stop accessibility improvements. (see Capital Projects, below).
- **Southway Gateway Sign**
 - Staff are working on procurement and installation of lighting for the sign.
- **Buddy Attick Parking Lot Improvement Project**
 - Staff are working with the City's Environmental Coordinator to finalize an interpretive panel to be placed at the main entrance off the parking lot.
 - Staff is working with the Recreation Director and the Public Work Director to spend remaining POS funding on installation of a kiosk and walkway improvements.
- **Hanover Parkway Off Road Bicycle Facility - Kim Lamphier Bikeways Network Program Grant**
 - The City was awarded a \$400,000 grant to produce 90% engineered design plans for this project. The project is currently actively being managed by staff and anticipates releasing an RFP in April 2025 to hire an engineering and design consultant.
- **Vision Zero Plan - Safe Streets and Roads for All grant program (JF, RS)**

- Staff are currently working with FHWA on the draft grant agreement to create a Citywide Vision Zero Safety Action Plan and related demonstration activities. Staff anticipates releasing an RFP to hire a consultant in the summer of 2025.

Development Review

- **Referrals**

- **Beltway Plaza Redevelopment**

- The DSP for Phase 1 has been approved. Staff completed their review of the Erosion and Sediment Control Plan and issued a permit for work associated with Phase 1. Construction of the foundation for the first parking garage has been completed. Construction is currently on hold.

- **7010 Greenbelt Road**

- Site clearing is underway. It is anticipated that the first building will be completed in the Fall of 2026 and final project completion will be in the summer of 2028. Staff are working to create an updated project page on the City's website. The builder has indicated a willingness to do a presentation of the project to the community in the fall/winter of 2025.
- The developer has been in consultation with the City's Arts Supervisor on the provision of a public art piece.

- **Bureau of Engraving and Printing's Proposal to Relocate to BARC**

- Staff continue to monitor the project. Staff most recently presented comments on 30% Design Off-site Roadway Improvements to APB and Council and testified at the related NCPC meeting.

- **Doctors Hospital Expansion**

- No update.

- **Variances/Departures**

- **Variance and Departure Manual**

- Staff are updating the City's Variance and Departure Manual to update the process and reflect any changes to code requirements and policies.

- **Maryland Trade Center 3**

- Staff has received a request for a Departure from Parking and Loading Standards. The applicant has provided additional updated information for their application. Staff anticipates taking the application to the Advisory Planning Board in May 2025.

Erosion and Sediment Control

- Staff submitted their annual report to maintain authority and the City was granted delegation for another year. Staff have been working with the City's on-call engineer to ensure all construction sites remain in compliance.
- Staff are working on City Code revisions.

Traffic/Safety Improvements

- **Continuing Education**
 - Staff are completing various courses through the Maryland Transportation Technology Transfer Center and are scheduled to attend the North American Cities and Transit Agencies (NACTO) conference in May 2025.
- **Traffic Calming Requests:** The City has a number of outstanding requests for traffic calming. These projects were initially placed on hold due to staff shortage and are now queued for completion as time and resources allow. Staff are looking at the cost to contract out speed data collection. Staff anticipate undertaking a study of sight distances and safety compliance at crosswalks and bus stops across the City. Staff will also explore policies related to implementing transportation safety improvements in other municipalities.
 - **ARPA-funded Traffic Calming Study:** Staff are currently reviewing the draft study recommendations for Ridge Road, Lakeside Drive, Lastner Lane, Greenhill Road, and Hillside Road. Next steps include taking the final draft to APB and Council for adoption.
 - **Laurel Hill:** Staff received a complaint about speeding vehicles and this street will be scheduled for a speed study.
 - **Greenspring II:** Staff received a complaint about speeding vehicles and a lack of stop signs at certain intersections. A study will be completed with a focus on Spring Manor Drive, Springshire Way, and Springcrest Drive.
 - **Parkway –** Staff received a complain about speeding vehicles.

- **Crescent & Centerway:** Staff received the complaint presented to City Council about safety at the crosswalks at Crescent Road and Gardenway/Centerway, and this intersection will be scheduled for a traffic calming study.
 - **Hanover Parkway:** A number of ARPA-funded improvements are slated for Hanover Parkway, particularly south of MD 193/Greenbelt Road.
 - **Prince James Way:** Staff received a complaint about speeding on Prince James Way, and this street will be scheduled for a speed study.
- **Speed Sentries:** Speed Sentry devices are being deployed to serve as a traffic calming measure.
- **Road Code Standards:** Staff are beginning the process to draft Road Code Standards for implementation on roadways owned and operated by the City of Greenbelt.
- **Site Distance:**
 - In addition to the specific requests below, Staff anticipate undertaking a study of sight distances and safety compliance at crosswalks and bus stops across the City.
 - **Charlestowne Village:** In response to a request, staff undertook site line improvements at the entrance to Charlestowne Village.
 - **Charlestowne North:** Staff received a request to study safety at the entrances to the parking lot at Charlestown North.
 - **18 Ridge Road:** Staff received a request to study safety at the parking lot driveway at 18 Ridge Road.
 - **13 Ridge Road:** Staff received a request to study safety at the driveway at 12 Ridge Court at Ridge Road.
- **Bus Stop Accessibility:**
 - Staff have not received specific requests over the past year and will focus on implementing ARPA-funded bus stop improvements as well as an expanded study on safety compliance at bus stops across the City.

Housing Data FY 2025

Residential Development	# of Units
Belle Point	97
Boxwood	198
Woodland Hills	69
Charlestowne Village	165
GHI	1600
Greenbriar	728
Lakes of Greenbelt Village	285
Greenbrook Estates	109
Greenbrook Village	220
Windsor Green	654
Greenspring	210
Greenwood Village	194
Hunting Ridge	362
Lakeside	126
Lakewood	108
North End	28
Lakecrest Circle	5
Greenbelt Road	1
Greenbelt Station South Core	507
TOTAL	5,666

Apartments Complexes	
Lawrence	48
Jane	52
Parke Crescent	84
Charlestowne North	178
Greenridge House	101
Glen Oaks	463
GDC Parkway	60
Lakeside North	276
University Square	495
Parkway Gardens	42
Crescent Square I	42
Crescent Square II	24
Franklin Park at Greenbelt Station	2877
Crescent Pointe	42
Verde	302
Motiva	354
TOTAL APARTMENT UNITS	5,440

Total Housing Units	11,106
Percent Apartments	49%

Total Rental Units	
Single-Family/Condo Rental	681

Total Rentals	6,121
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% Total Rental Housing	55%
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FORECLOSURE DATA
CITY OF GREENBELT
February 19, 2025

Subdivision	FY 2023		FY 2024		FY 2025 (as of 2/19/25)	
	Filings	Sales	Filings	Sales	Filings	Sales
Belle Point	0	0	0	0	2 (commercial)	0
Boxwood	0	0	0	0	0	0
Charlestowne Village	1	0	1	0	2	2
Greenbelt Lake Village	2	1	1	0	1	0
Greenbelt Station	1	0	0	0	0	0
Greenbriar	5	0	6	0	7	0
Greenbrook Estates	0	0	0	0	0	0
Greenbrook Village	0	0	3	1	1	1
Greenspring 1	0	0		0	0	0
Greenwood Village	0	0	3	1	2	0
Hunting Ridge	4	0	0	0	1	0
Lakeside	0	0	1	1	0	0
Lakewood	0	0	0	0	0	0
Windsor Green	2	1	3	2	1	0
Woodland Hills	0	0	0	0	0	0
TOTAL	15	2	18	5	15	3

Source: Maryland Foreclosure

RENTALS BY SUBDIVISION

JANUARY 2025

SUBDIVISION NAME	TOTAL NUMBER OF RENTALS 2023	TOTAL NUMBER OF RENTALS 2024	TOTAL NUMBER OF RENTALS 2025
BELLE POINT	10	11	12
BOXWOOD	7	8	10
CHARLESTOWNE VILLAGE	31	31	30
GREENBELT HOMES, INC. (GHI)	11	9	6
GREENBELT LAKE VILLAGE	55	45	53
GREENBELT STATION	160	114	142
GREENBRIAR	165	165	158
GREENBROOK ESTATES	4	7	10
GREENBROOK VILLAGE	42	40	42
GREENSPRING	14	14	11
GREENWOOD VILLAGE	34	31	38
HUNTING RIDGE	121	98	110
LAKESIDE	6	5	8
LAKEWOOD	0	1	1
WINDSOR GREEN	119	100	114
WOODLAND HILLS	2	2	2
TOTAL	781	681	747

Licenses Fees Comparison List 2024

Licenses	College Park	Hyattsville	Bowie	New Carrollton	Rockville	Laurel	Prince George’s County	Greenbelt
Rental Residential	\$150.00-Condos \$244.00-Single-Family/ Town Houses \$238.00-Rooming House per Structure \$580.00 Fraternity/Sorority per Structure	\$225.00	\$110.00 \$50.00 Application Fee- Waived for Renewals if Received Before the License Expires	\$300.00	\$229.00 biennial	\$40.00 per Unit	\$126.50-Bi-Annual <u>Short Term Rental</u> \$165.00-Host \$2750.00-Platform	\$175.00-Yearly
Rental Apartment Complexes	\$207.00 per Unit for Structures with 2-5 Units \$125.00 per Unit for Structures with 6 + Units	\$120.00 per Unit	\$60.00 for a multifamily-Apartment Units in Established Complexes	\$200.00 per unit	\$100.00 per Unit	\$40.00 per Unit	\$82.50-per Unit Bi-Annual	\$120.00-Yearly per Unit
Commercial	\$150	\$100.00-Mall/ Outdoors kiosks \$175.00-Retail or Wholesale Food,	Do Not Issue	\$110.00	Do Not Issue	Licenses Are Issue Only to Certain Businesses Such as Amusement (video	\$231.00-Use & Occupancy -New Construction, New Tenant or Owner Change	Our Yearly Fees Go According to The Square Footage Our range is currently \$285.00 for a small office of 0-1,000 SQ FT to

Licenses Fees Comparison List 2024

Licenses	College Park	Hyattsville	Bowie	New Carrollton	Rockville	Laurel	Prince George’s County	Greenbelt
		Meat, Produce, Bakeries, Drug Stores Clothing, Furniture, Funeral Home, Etc. With Interior SQ Ft of Less than 10,000 SQ FT. \$275.00-Private Education Institutions, Nursing and Convalescent Care, Homes, Restaurants, and Newspaper Publishing \$300.00-All Motor Vehicle Repair, Paint/Body Shops, Warehouses, Recreational Facilities Including Movie Theaters, Arcades, Etc. \$425.00-Big Box, Department, Clothing, Retail, Furniture, Fitness Gym, Etc. With an Interior area of over 10, 000 SQ. FT.				games/billiard & pool rooms), Carnival, Circus, Etc. Fees varies	\$210.00-Use & Occupancy-New Building or Addition to Existing Building \$82.50-Motor Vehicle Repair Facility \$33.00-Off-Road Vehicle Other Licenses Are Issue Such as Amusement, Carnival, Etc. Fees Varies.	\$2445.00 for a big building of 125,001-150,000 SQ FT \$285.00 for 0-1,000 SQ FT \$345.00 for 1,001-2,000 SQ FT \$405.00 for 2,001-3,000 SQ FT \$465.00 for 3,001-4,000 SQ FT \$525.00 for 4,001-5,000 SQ FT \$585.00 for 5,001-6,000 SQ FT \$645.00 for 6,001-7,000 SQ FT \$705.00 for 7,001-8,000 SQ FT \$765.00 for 8,001-9,000 SQ FT \$825.00 for 9,001-10,000 SQ FT \$885.00 for 10,001-11,000 SQ FT \$945.00 for 11,001-12,000 SQ FT \$1005.00 for 12,001-13,000 SQ FT \$1065.00 for 13,001-14,000 SQ FT \$1125.00 for 14,0001-15,000 SQ FT \$1185.00 for 15,001-16,000 SQ FT \$1245.00 for 16,001-17,000 SQ FT \$1305.00 for 17,001-18000 SQ FT \$1365.00 for 18,001-19,000 SQ FT \$1425.00 for 19,001-20,000 SQ FT \$1485.00 for 20,001-50,0000 SQ FT \$1725.00 for 50,001-75,000 SQ FT \$1965.00 for 75,001-100,000 SQ FT \$2205.00 for 100,001-125,000 SQ FT \$2445.00 for 125,001-150,000 SQ FT \$2,685.00 for 150,001-200,000 SQ FT \$2925.00 for 200,001-up SQ FT
Hotels	\$41.00 per Guest Room	No Hotels Incorporated in to The City of Hyattsville	Do Not Issue	\$110.00	\$20.00 per Unit	\$25.00 per Unit	Only Issue Use & Occupancy License (See Fees Above)	\$500.00-Yearly

Licenses Fees Comparison List 2024

Licenses	College Park	Hyattsville	Bowie	New Carrollton	Rockville	Laurel	Prince George’s County	Greenbelt
Day Cares	\$124.00	\$275.00	Do Not Issue	\$110.00	Do Not Issue	\$250.00-Obtain through the Fire Marshal & Permit Services	Only Issue Use & Occupancy License (See Fees Above)	\$120.00-Yearly
Liquor	20% of The County Fee	20% of The County Fee	Do Not Issue	Do Not Issue	Do Not Issue	Do Not Issue	\$245.00-\$22,000.00-Licenses Are Issue by The Board of License Commissioners the Fees and Classes Which They Are Issue Under (A, B, C, & D) Varies According to The Kind of Establishment, Hours of Operation, and Kind of Liquor Being Sold Such as Beer, Wine, Etc. <u>Filing Fee</u> \$700.00-New Application \$1000.00- Extension- If Application is not submitted on time \$500.00-Transfer Application A criminal Background Check, Live Scan Application, Fingerprints (Which Can Be Submitted at Numerous Locations Throughout the State of Maryland) and A Certificate of Good Standing Have to Be Submitted Along with The Application	20% of the County Fee-Yearly
Residential Alarm	Do Not Issue	\$50.00-Initially \$12.50-Bi-Annual Renewal Fee If No False Alarms \$50.00 Bi-Annual Renewal Fee If More than Two False alarms Within the 2 Year Period	Do Not Issue	Do Not Issue	Do Not Issue	Not Required	\$20.00 Biennial	Not Required
Non-Residential Alarm (Businesses)	Do Not Issue	\$50.00-Initially \$12.50-Bi-Annual Renewal Fee If No False Alarms	Do Not Issue	Do Not Issue	Do Not Issue	\$50.00-Initially \$15.00-Annual Renewal Fee	\$50.00-Biennial	\$100.00-Yearly

Licenses Fees Comparison List 2024

Licenses	College Park	Hyattsville	Bowie	New Carrollton	Rockville	Laurel	Prince George’s County	Greenbelt
		\$50.00 Bi-Annual Renewal Fee If More than Two False alarms Within the 2 Year Period						
Alarm Business (Companies)	Do Not Issue	Do Not Issue	Do Not Issue	Do Not Issue	Do Not Issue	Do Not Issue	\$300.00-Bi-Annual	\$300.00-Bi-Annual

Building Permits Fees Comparison List 2025

Permits	College Park	Hyattsville	Bowie	New Carrollton	Rockville	Laurel	PG County	Greenbelt
Commercial Electrical	Permit Application Fees: Under \$25,000=\$25.00 Over \$25,000=\$75.00 Permit Fees are based on valuation of the job: \$1-\$500=\$60.00 \$501-\$2000=\$63.50 \$2001-\$25,000=\$112.50 \$25,001-\$50,000=434.50 \$50,001-100,000=\$687.00 \$100,001-\$500,000=\$1037.00 \$500,001-\$1,000,000=\$3277.00 \$1,000,001 and up=\$5652.00 *All plans submitted for review will incur an additional 30% of the permit value *Minimum fee of \$60.00	Do not issue	Do not issue	Under \$25,000=\$100.00 Over \$25,000=\$300.00	\$63.50 minimum fee paid at time of application. Permit Fee: Ranges in cost from \$47.50 to \$132.50 depending on type of work.	Do not issue	<u>Minimum Fee Schedule (not including other applicable fees)</u> \$50.00-A/C Equipment Unit \$50.00-Appliance \$90.00-Audio/Visual/Data/Telephone Equipment \$99.00-Bonding Only \$90.00-Electrical Demolition \$90.00-Fire Alarm \$90.00-Temporary Fire Alarm \$50.00-Generator \$50.00-Heating Equipment \$50.00-Light Fixture \$50.00-Light Pole \$50.00-Motor \$162.00-Motor Control Center \$90.00-Radio/TV/Satellite Communication Station \$99.00-Re-Introduction of Power \$50.00-Rough Wire Outlet, Segment of 15 \$90.00-Security Alarm \$162.00-Swimming Pool \$90.00-Therapeutic Pool, Spa, Tub, Hydro-Massage \$50.00-Transfer Switch \$99.00-Transformer and UPS \$50.00-Work with Power Company \$90.00-Service Equipment/Heavy Up (Up to 300 Amps) \$162.00- Service Equipment/Heavy Up (Over 300 Amps) \$90.00-Sub Panel (up to 300 Amps) \$99.00-Sub Panel (over 300 Amps) \$50.00-Dental Chair \$90.00-Dispenser with Pump \$50.00-Sign \$90.00-Imaging Equipment (CT Scan, MRI, X-ray) \$50.00-Office Partition (Relocatable) Furniture Whip \$198.00-Spray Paint Booth New Permits \$119.00-Cut-in Power \$119.00-Disconnect-Amp \$50.00-Exit Sign (Segment of 15) \$363.00-Fire Pump \$50.00-Individual Meter Stack/Replacement \$99.00-Miscellaneous \$50.00-Smoke Detector (Segment of 15) \$95.00.00-Solar PV System (Group of 100 Panels) \$121.00-Temporary Wiring \$50.00-Thermostat \$99.00-Trench \$165.00-Work Started by Others	\$75.00
Permits	College Park	Hyattsville	Bowie	New Carrollton	Rockville	Laurel	PG County	Greenbelt
Residential Electrical	Permit Application Fees: Under \$25,000=\$25.00 Over \$25,000=\$75.00 Permit Fees are based on valuation of the job: \$1-\$500=\$60.00 \$501-\$2000=\$63.50 \$2001-\$25,000=\$112.50 \$25,001-\$50,000=434.50 \$50,001-100,000=\$687.00 \$100,001-\$500,000=\$1037.00 \$500,001-\$1,000,000=\$3277.00 \$1,000,001 and up=\$5652.00	Do not issue	Do not issue	Under \$25,000=\$100.00 Over \$25,000=\$300.00	\$63.50 minimum fee paid at time of application. Permit Fee: Ranges in cost from \$47.50 to \$132.50 depending on type of work.	Do not issue	<u>Minimum Fee Schedule (not including other applicable fees)</u> \$50.00-A/C Equipment Unit \$50.00-Appliance \$90.00-Audio/Visual/Data/Telephone Equipment \$99.00-Bonding Only \$99.00-Electrical Demolition \$90.00-Fire Alarm \$77.00-Temporary Fire Alarm \$50.00-Generator \$50.00-Heating Equipment \$50.00-Light Fixture \$50.00-Light Pole \$50.00-Motor \$162.00-Motor Control Center \$90.00-Radio/TV/Satellite Communication Station \$119.00-Re-Introduction of Power \$50.00-Rough Wire Outlet, Segment of 15	\$50.00

Building Permits Fees Comparison List 2025

	*All plans submitted for review will incur an additional 30% of the permit value						\$90.00-Security Alarm \$162.00-Swimming Pool \$90.00-Therapeutic Pool, Spa, Tub, Hydro-Massage \$50.00-Transfer Switch \$99.00-Transformer and UPS \$50.00-Work with Power Company \$198.00-Whole House Low Voltage \$90.00-Service Equipment/Heavy Up (Up to 300 Amps) \$162.00- Service Equipment/Heavy Up (Over 300 Amps) \$90.00-Sub Panel (up to 300 Amps) \$119.00-Sub Panel (over 300 Amps) New Permits \$198.00-New Home up to 400 Amps \$277.00-New Home Over 400 Amps \$119.00-Cut-in Power \$119.00-Disconnect — Amp \$119.00-Individual Meter \$50.00-Individual Meter Stack/Replacement \$99.00-Miscellaneous \$50.00-Smoke Detector (Segment of 15) \$95.00-Solar PV System \$162.00-Temporary Wiring \$50.00-Thermostat \$119.00-Trench \$198.00-Work Started by Others	
Permits	College Park	Hyattsville	Bowie	New Carrollton	Rockville	Laurel	Prince George’s County	GB
Commercial Interior	Permit Application Fees: Under \$25,000=\$25.00 Over \$25,000=\$75.00 Permit Fees are based on valuation of the job: \$1-\$500=\$60.00 \$501-\$2000=\$63.50 \$2001-\$25,000=\$112.50 \$25,001-\$50,000=434.50 \$50,001-100,000=\$687.00 \$100,001-\$500,000=\$1037.00 \$500,001-\$1,000,000=\$3277.00 \$1,000,001 and up=\$5652.00 *All plans submitted for review will incur an additional 30% of the permit value	Do not issue	According to the cost of the job. \$25.00 minimum	Under \$30,000 - \$300 Over \$30,000=\$500.00	Minimum application fee: \$158.00 Automation Fee: 10% of all permit and application fees. \$0.30 per square foot of affected area, or 1.40% of the total construction costs as estimated by the Building Official, whichever is greater.	\$250.00 Filing Fee + .009 of Value of Completion + Public Safety Surcharges + City of Laurel Impact Fee per Lot. Main Street \$135.00 Filing Fee + .009 of Value of Completion	\$220.00-Minimum Fee Schedule (not including other applicable fees) Fee Rule — Fee Calculation (if higher than minimum) Total Fee = Administrative Fee \$66 + Building Permit Fee (\$220 or 2% of verifiable construction cost prepared by A/E or GC, whichever is greater) + \$53 Grading Fee + \$5 M–NCPPC + \$277 U&O if applicable. Plus, Technology Fee 10%	\$50.00
Residential Interior	Permit Application Fees: Under \$25,000=\$25.00 Over \$25,000=\$75.00 Permit Fees are based on valuation of the job: \$1-\$500=\$60.00 \$501-\$2000=\$63.50	Do not issue	\$3.50 per \$1,000 cost of work. \$25.00 minimum	Under \$30,000=\$300.00 Over \$30,000=\$500.00	Minimum application fee: \$132.00 Automation Fee: 10% of all permit and application fees. \$0.25 per square foot of affected area.	Do not issue	Minimum Fee Schedule (not including other applicable fees) \$220.00 \$220.00-Basement Finishing Fee Rule — Fee Calculation (if higher than minimum) Total Fee = Administrative Fee \$66 + Building Permit Fee (\$220 or 1% of Construction Cost, whichever is greater) + \$112 U&O if applicable. Plus, Technology Fee 10%	\$25.00

Building Permits Fees Comparison List 2025

	\$2001-\$25,000=\$112.50 \$25,001-\$50,000=434.50 \$50,001-100,000=\$687.00 \$100,001-\$500,000=\$1037.00 \$500,001-\$1,000,000=\$3277.00 \$1,000,001 and up=\$5652.00 *All plans submitted for review will incur an additional 30% of the permit value						Fee Rule — Fee Calculation (if higher than minimum) Up to 50% of the Estimated Cost of the Permit (Refundable less Administrative and Plan Review Costs Incurred if Application is Cancelled)	
Permits	College Park	Hyattsville	Bowie	New Carrollton	Rockville	Laurel	PG County	Greenbelt
Commercial Sprinkler/ Alarm	Permit Application Fees: Under \$25,000=\$25.00 Over \$25,000=\$75.00 Permit Fees are based on valuation of the job: \$1-\$500=\$60.00 \$501-\$2000=\$63.50 \$2001-\$25,000=\$112.50 \$25,001-\$50,000=434.50 \$50,001-100,000=\$687.00 \$100,001-\$500,000=\$1037.00 \$500,001-\$1,000,000=\$3277.00 \$1,000,001 and up=\$5652.00 *All plans submitted for review will incur an additional 30% of the permit value	Do not issue	Do not issue	Under \$30,000=\$300.00 Over \$30,000=\$500.00	Minimum application fee: \$128.25 Fire Alarm and Detection systems: \$19.00 per device Sprinkler: \$5.50 per head, nozzle or applicator.	Do not issue	Fire Sprinkler \$220.00-Minimum Fee Schedule (not including other applicable fees) Fee Rule — Fee Calculation (if higher than minimum) Ten or Fewer Sprinkler Heads Added and/or Relocated, with no New Mains or Shifting of Cross-Mains or Risers, and not Creating More Hydraulically Demanding Remote Area Minimum Fee Schedule (not including other applicable fees) \$192.50-0–10,000 SQ Ft \$275.00-10,001–30,000 SQ Ft \$330.00-30,001–75,000 SQ Ft \$440.00-75,001–125,000 SQ Ft \$550.00-125,001–200,000 SQ Ft \$660.00-200,001 or Larger SQ Ft Fee Rule — Fee Calculation (if higher than minimum) (Construction Cost x 0.0088) or \$3.3 per Sprinkler Head Fire Alarm \$264.00-Minimum Fee Schedule per Floor (not including other applicable fees)	\$75.00
Residential Sprinkler/ Alarm	Permit Application Fees: Under \$25,000=\$25.00 Over \$25,000=\$75.00 Permit Fees are based on valuation of the job: \$1-\$500=\$60.00 \$501-\$2000=\$63.50 \$2001-\$25,000=\$112.50 \$25,001-\$50,000=434.50 \$50,001-100,000=\$687.00 \$100,001-\$500,000=\$1037.00 \$500,001-\$1,000,000=\$3277.00 \$1,000,001 and up=\$5652.00 *All plans submitted for review will incur an additional 30% of the permit value	Do not issue	Do not issue	Under \$30,000=\$300.00 Over \$30,000=\$500.00	Minimum application fee: \$165.00 Fire Alarm and Detection systems: \$19.75 per device Sprinkler: \$5.75 per head, nozzle or applicator.	Do not issue	Fire Sprinkler \$220.00- NFPA 13D System Only- Minimum Fee Schedule (not including other applicable fees) Fee Rule — Fee Calculation (if higher than minimum) Six or Fewer Sprinkler Heads Added and/or Relocated in Basement or Grade Level, with no Shifting of Cross-Mains or Risers, and not Creating More Hydraulically Demanding Remote Area	\$50.00
Permits	College Park	Hyattsville	Bowie	New Carrollton	Rockville	Laurel	PG County	Greenbelt
Commercial Mechanical	Permit Application Fees: Under \$25,000=\$25.00 Over \$25,000=\$75.00	Do not issue	Do not issue	Under \$30,000=\$300.00 Over \$30,000=\$500.00	\$63.50 minimum fee paid at time of application.	\$175.00 Main Street \$100.00	\$86.00-Minimum Fee Schedule (not including other applicable fees) Fee Rule — Fee Calculation (if higher than minimum) 1.3% of Mechanical Construction Cost	\$60.00

Building Permits Fees Comparison List 2025

	Permit Fees are based on valuation of the job: \$1-\$500=\$60.00 \$501-\$2000=\$63.50 \$2001-\$25,000=\$112.50 \$25,001-\$50,000=434.50 \$50,001-100,000=\$687.00 \$100,001-\$500,000=\$1037.00 \$500,001-\$1,000,000=\$3277.00 \$1,000,001 and up=\$5652.00 *All plans submitted for review will incur an additional 30% of the permit value				New and replacement equipment: \$63.50 first mechanical unit and \$17.25 for each additional unit.			
Residential Mechanical	Permit Application Fees: Under \$25,000=\$25.00 Over \$25,000=\$75.00 Permit Fees are based on valuation of the job: \$1-\$500=\$60.00 \$501-\$2000=\$63.50 \$2001-\$25,000=\$112.50 \$25,001-\$50,000=434.50 \$50,001-100,000=\$687.00 \$100,001-\$500,000=\$1037.00 \$500,001-\$1,000,000=\$3277.00 \$1,000,001 and up=\$5652.00 *All plans submitted for review will incur an additional 30% of the permit value	Do not issue	Do not issue	Under \$30,000=\$300.00 Over \$30,000=\$500.00	\$63.50 minimum fee paid at time of application. New and replacement equipment: \$61.00 first mechanical unit and \$17.25 for each additional unit. Multi-family housing: \$127.00 per dwelling/sleeping unit.	\$100.00	\$86.00-Minimum Fee Schedule (not including other applicable fees) <u>Fee Rule — Fee Calculation (if higher than minimum)</u> 1.3% of Mechanical Construction Cost	\$50.00
Permits	College Park	Hyattsville	Bowie	New Carrollton	Rockville	Laurel	PG County	Greenbelt
Deck	Permit Application Fees: Under \$25,000=\$25.00 Over \$25,000=\$75.00 Permit Fees are based on valuation of the job: \$1-\$500=\$60.00 \$501-\$2000=\$63.50 \$2001-\$25,000=\$112.50 \$25,001-\$50,000=434.50 \$50,001-100,000=\$687.00 \$100,001-\$500,000=\$1037.00 \$500,001-\$1,000,000=\$3277.00 \$1,000,001 and up=\$5652.00 *All plans submitted for review will incur an additional 30% of the permit value	Do not issue	\$3.50 per \$1,000 cost of work. \$25.00 minimum	Under \$30,000=\$300.00 Over \$30,000=\$500.00	\$132.00-minimum fee paid at time of application Automation Fee: 10% of all permit and application fees. Permit Fee: \$0.30 per square foot.	Under 500 SF=\$150.00 Over 500 SF=\$200.00	\$151.00-Minimum Fee Schedule (not including other applicable fees) <u>Fee Rule — Fee Calculation (if higher than minimum)</u> \$53 + Grading Fee + \$5 M-NCPPC	\$35.00

Building Permits Fees Comparison List 2025

Fence	Permit Application Fees: Under \$25,000=\$25.00 Over \$25,000=\$75.00 Permit Fees are based on valuation of the job: \$1-\$500=\$60.00 \$501-\$2000=\$63.50 \$2001-\$25,000=\$112.50 \$25,001-\$50,000=434.50 \$50,001-100,000=\$687.00 \$100,001-\$500,000=\$1037.00 \$500,001-\$1,000,000=\$3277.00 \$1,000,001 and up=\$5652.00 *All plans submitted for review will incur an additional 30% of the permit value	\$25.00	\$3.50 per \$1,000 cost of work. \$25.00 minimum	Under \$30,000=\$300.00 Over \$30,000=\$500.00	\$132.00-Minimum fee paid at time of application. Automation Fee: 10% of all permit and application fees. Permit Fee: \$39.00	<u>Residential</u> \$75.00 <u>Commercial</u> \$200	<u>Residential</u> \$145.00-Minimum Fee Schedule (not including other applicable fees) <u>Fee Rule — Fee Calculation (if higher than minimum)</u> \$145 + \$53 Grading Fee + \$5 M-NCPPC <u>Commercial</u> \$198.00-Minimum Fee Schedule (not including other applicable fees) <u>Fee Rule — Fee Calculation (if higher than minimum)</u> \$53 + Grading Fee + \$5 M-NCPPC	\$30.00
Permits	College Park	Hyattsville	Bowie	New Carrollton	Rockville	Laurel	PG County	Greenbelt
New Home	Permit Application Fees: Under \$25,000=\$25.00 Over \$25,000=\$75.00 Permit Fees are based on valuation of the job: \$1-\$500=\$60.00 \$501-\$2000=\$63.50 \$2001-\$25,000=\$112.50 \$25,001-\$50,000=434.50 \$50,001-100,000=\$687.00 \$100,001-\$500,000=\$1037.00 \$500,001-\$1,000,000=\$3277.00 \$1,000,001 and up=\$5652.00 *All plans submitted for review will incur an additional 30% of the permit value	Do not issue	\$3.50 per \$1,000 per cost of work. \$25.00 minimum	Under \$30,000=\$300.00 Over \$30,000=\$500.00	\$137.50-Minimum fee paid at time of application. Automation Fee: 10% of all permit and application fees. PLUS \$0.25 per SF Including Basement, Each Floor, Garage and Roof	\$25.00 Filing Fee + .000 of Value of Completion + PG County School & Public Safety Surcharges + City of Laurel Impact Fee per Lot.	<u>Minimum Fee Schedule</u> (not including other applicable fees) > 3,500 SF -\$4,095 <u>Fee Rule — Fee Calculation (if higher than minimum)</u> \$53 + (SF x BVD x 0.0088) + Grading Fee + \$112.00 U&O + \$5 M-NCPPC <u>Minimum Fee Schedule</u> (not including other applicable fees) < 3,500 SF -\$4,095 <u>Fee Rule — Fee Calculation (if higher than minimum)</u> \$4,095 + Grading Fee + \$112.00 U&O + \$5 M-NCPPC	\$250.00
Raze	Permit Application Fees: Under \$25,000=\$25.00 Over \$25,000=\$75.00 Permit Fees are based on valuation of the job: \$1-\$500=\$60.00 \$501-\$2000=\$63.50 \$2001-\$25,000=\$112.50 \$25,001-\$50,000=434.50 \$50,001-100,000=\$687.00 \$100,001-\$500,000=\$1037.00 \$500,001-\$1,000,000=\$3277.00 \$1,000,001 and up=\$5652.00 *All plans submitted for review will incur an additional 30% of the permit value	Do not issue	\$50.00	\$250.00	Condemned by the City \$575.75 + \$0.05 per Cubic Foot Voluntary-\$575.75 Interior ONLY: \$165.00	Residential: \$150.00 Commercial: \$250.00	<u>Residential</u> <u>Minimum Fee Schedule</u> (not including other applicable fees) \$396.00 <u>Fee Rule — Fee Calculation (if higher than minimum)</u> \$396.00 + \$53.00 Grading Fee + \$5 M-NCPPC <u>Commercial</u> <u>Not Full Raze</u> <u>Minimum Fee Schedule</u> (not including other applicable fees) \$990.00 <u>Fee Rule — Fee Calculation (if higher than minimum)</u> (Demolition Cost x 0.0088) + Grading Fee if Exterior	\$100.00

Building Permits Fees Comparison List 2025

Sign	Permit Application Fees: Under \$25,000=\$25.00 Over \$25,000=\$75.00 Permit Fees are based on valuation of the job: \$1-\$500=\$60.00 \$501-\$2000=\$63.50 \$2001-\$25,000=\$112.50 \$25,001-\$50,000=434.50 \$50,001-100,000=\$687.00 \$100,001-\$500,000=\$1037.00 \$500,001-\$1,000,000=\$3277.00 \$1,000,001 and up=\$5652.00 *All plans submitted for review will incur an additional 30% of the permit value	Do not issue	According to the cost of the job. \$25.00 minimum	\$100	\$100	\$175.00 \$0.00 for Non-Profits <u>Main Street Area</u> \$75.00 \$0.00 for Non-Profits	<u>Free Standing</u> \$264.00-Minimum Fee Schedule (not including other applicable fees) <u>Fee Rule — Fee Calculation (if higher than minimum</u> \$55 + (Construction Cost x 0.0088) + Grading Fee + \$5 M-NCPPC <u>Reface (Ground Mounted and Wall Mounted)</u> \$73.00 <u>Fee Rule — Fee Calculation (if higher than minimum</u> \$73.00 + \$5 M-NCPPC <u>Wall Mounted</u> \$60.50 <u>Fee Rule — Fee Calculation (if higher than minimum</u> \$60.50 + \$5 M-NCPPC	\$100.00
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