



WELCOME TO NORTH BRENTWOOD

NEW RESIDENT WELCOME PACKET

"A Heritage to Remember; A Future to Mold"

Town Hall

4009 Wallace Road • North Brentwood, Maryland 20722

301-699-9699 • Office Hours: Monday, Tuesday & Thursday, 9:00 AM-1:00 PM

A quick guide to Town government, services, meetings, community resources, refuse collection, permits, code requirements and more.

WELCOME, NEIGHBOR!

Start here for the information new residents use most.

Your Town at a Glance

Town Office	4009 Wallace Road North Brentwood, MD 20722
Phone / Fax	Office: 301-699-9699 Fax: 301-699-1824
Office Hours	Monday, Tuesday & Thursday 9:00 AM-1:00 PM
Town Meetings	1st and 3rd Monday of each month at 7:30 PM Zoom ID: 433 091 3800 • Passcode: 4009 • Call-in: 301-715-8592

Stay Connected

- Website: northbrentwood.com
- Monthly Newswire newsletter delivered to each residence
- Town news: Verizon Channel 1983 / Comcast Channel 71
- Facebook: facebook.com/northbrentwood
- Instagram: instagram.com/northbrentwoodmd
- Town Office bulletin board

New Resident Tip

Keep this packet handy and check the Town website and Newswire regularly for meeting notices, events, legislation and service updates.

OUR TOWN

A historic community with a proud legacy.

A Heritage to Remember; A Future to Mold

North Brentwood is the first African American incorporated Town in Prince George’s County and the second in the State of Maryland. The Town is situated between Mount Rainier and Hyattsville and is part of the Anacostia Trails Heritage Area.

North Brentwood was originally part of the “Castle Tract,” later known as the “Highlands.” In 1887, Captain Wallace Bartlett formed the Holladay Land and Improvement Division and sold plots of land to African Americans. Land was also designated for churches and a school.

From incorporation through the 1940s, the Town included many privately owned businesses, including a dairy, coal yard, ice house, beauty and barber shops, grocery stores, restaurants, a private school and a shoe repair shop.

Today, North Brentwood is home to the Prince George’s African American Museum and Cultural Center and is part of the Gateway Arts District.

Current Elected Officials & Town Staff

Mayor	Petrella Robinson
Councilperson & Vice Mayor	Aaron Baynes
Councilperson	Jacqueline Morales
Councilperson	Evan Dame
Town Manager (CR)	Shelley Dorsey-Washington
Code Enforcement Officer	Martha J. Cuffie
Treasurer	Tracy Gross
Town Clerk	Carletta Lundy
Administrative Assistant	Shaleta Robinson
Speed Camera Technician	Cristian Ortiz
Ombudsman	Calvin Washington
Event Planner	Sherletta Hawkins
Public Works	Greg Butler
Public Works	Anthony Avents

HOW YOUR TOWN GOVERNMENT WORKS

Municipal Government

The Town is administered by a Mayor and Council. The municipal office staff includes the Town Manager, Clerk, Assistant Clerk, Treasurer, Public Works and Code Enforcement personnel, and seasonal Public Works employees.

Town Charter & Elections

- The Town Charter is posted at northbrentwood.com/legislation.
- The Council consists of three Councilmembers serving four-year terms.
- Second and Third Ward Councilmembers are elected in even-numbered years; the First Ward Councilmember is elected in odd-numbered years.
- The Mayor is elected in an odd-numbered year and serves a four-year term.
- Council candidates must be at least 25 years old, have lived in Town for at least one year immediately before election, and be qualified Town voters.
- Mayor candidates must be at least 25 years old, have lived in Town for at least two years immediately before election, and be qualified Town voters.
- Nominating petitions are filed with the Town Clerk at least 30 calendar days before the election.

Public Participation

Council meetings are open to the public unless closed in accordance with State law. Residents are provided a reasonable opportunity to be heard regarding municipal questions.

MEETINGS & TOWN NEWS

Know what is happening and how to participate.

Mayor & Town Council Meetings

- Meetings are held on the first and third Mondays of each month.
- When a federal holiday falls on Monday, the meeting is held the next day, Tuesday.
- No regular meetings are held in July, August and December, except emergency executive sessions.
- Meeting agendas and Zoom information are posted at northbrentwood.com/meeting-agendas.
- Meetings are archived on the Town YouTube channel.

Newsletter & Information Outlets

The Newswire newsletter is delivered monthly to each North Brentwood residence and is also available on the Town website. It includes events, activities, legislation and other Town news.

- Town website
- Comcast Channel 71 / Verizon Channel 1983
- Facebook and Instagram
- Town Office bulletin board
- Special notices delivered to households when needed

COMMUNITY AMENITIES & ORGANIZATIONS

Places to Know

North Brentwood Community Center	4012 Webster Street • 301-864-0756
Gwendolyn Britt Senior Activity Center	4009 Wallace Road • 301-699-1238
Park & Basketball Court	4603 40th Avenue at Allison Street
Tennis Court	Wallace Road
Mural Park	4516 41st Avenue, next to Sis's Tavern
Entrepreneur Park	4506 Rhode Island Avenue
Sis's Tavern	4516 41st Avenue • Historic site • Private events: eventplanner@northbrentwood.com
Memorial Park	Allison Street
L. K. Beverly Park	39 th Place & Windom Road
Sculpture Barrier	Windom Road
Prince George's African-American Museum & Cultural Center	4519 Rhode Island Avenue • 301-809-0440

Get Involved

- North Brentwood Citizens Association: meets the 2nd Monday monthly, except August and December, at 6:30 PM via Zoom; annual membership is \$15 per household.
- North Brentwood Historical Society: meets the 2nd Wednesday, except August and December, at Sis's Tavern at 6:30 PM.

COMMUNITY CONNECTIONS & EMERGENCY PREPAREDNESS

Churches in / near North Brentwood

- First Baptist Church, Inc. — 4000 Wallace Road • Senior Pastor Duane T. Kay • 301-277-4742
- A.M.E. Zion Church — 4037 Webster Street • Pastor Samuel Whittaker • 301-927-7698
- St. James Pentecostal Church — 3925 Allison Street • Elder Cornelius W. Avent • 301-277-6376

Emergency Response Survey

During an emergency, the Town needs current household information to help support residents. Residents are encouraged to complete the Emergency Preparedness Survey and return it to the Town Office.

Emergency Preparedness

The survey asks for household and emergency contact information, age ranges, accessibility or special-assistance needs, caregiver needs and pets. The packet states that this information is used for emergency preparedness purposes.

A redesigned Emergency Preparedness Questionnaire may be included as a separate form with this welcome packet.

TRASH, BULK & RECYCLING

A quick guide to regular collection.

Refuse Collection

Trash	Tuesday and Friday. Use trash containers with lids. Place trash at the curb late the night before or early the morning of pickup and retrieve empty bins the same day.
Heavy Bulk	Tuesday, up to 4 items. Oils, paints, tires and appliances will not be picked up.
Recycling	Friday. Use the Town of North Brentwood large green container.
Replacement Recycling Bin	Each household receives one bin. Additional or replacement bins cost \$50.00.

Recycling Reminders

- Recycling is encouraged and can reduce household trash.
- Do not place Styrofoam, store plastic bags or other plastics identified in the packet as prohibited into the recycling bin.
- Items placed in recycling must be free of food residue.
- If you are a new resident without a recycling bin, call the Town Office.

PROPERTY STANDARDS, CODE ENFORCEMENT & PERMITS

Code Enforcement

To report code violations or share ideas to improve the Town, contact Code Enforcement Officer Martha Cuffie at 301-699-9699 ext. 1223.

Common Property Standards

- Keep grass and weeds maintained and remove grass clippings from sidewalks and streets.
- Vehicles without certified Maryland tags are not allowed.
- Do not park vehicles on grass, sidewalks or in a way that blocks driveways.
- North Brentwood is located in the Chesapeake Bay Critical Area; contact the Town Office before cutting down trees.

Building / Exterior Work

In addition to County permits, some projects require a Town permit. The packet lists a \$50 Town permit for each exterior new/repair project.

Decks / Steps	Garage Sales	Siding
Driveways	Porches	Walkways
Dumpsters	Roofs	Yard Sales

Before You Start Exterior Work

Contact the Town Office or Code Enforcement Officer before beginning work to determine whether Town and/or County permits are required. The packet states that no Town permit is required for replacement windows, doors or painting your home.

TOWN TAXES & FY27 BUDGET SNAPSHOT

Assessment / Tax Notes in the Welcome Packet

Residential Real Property	\$0.4400 per \$100 assessed valuation
Commercial Real Property	\$0.5857 per \$100 assessed valuation
Utility Real Property	\$2.00 per \$100 assessed valuation
Business Personal Property	\$1.50 per \$100 assessed valuation
Trash Collection Flat Charge	\$132.00 per household per year

FY27 Adopted General Fund Budget

Grants & Other Restricted	\$295,000.00
Speed Camera Revenue	\$300,000.00
Other Income	\$17,520.00
Intergovernmental	\$59,428.00
Licenses & Permits	\$17,300.00
Miscellaneous Revenue	\$16,000.00
Taxes - Property & Income	\$575,526.00
Total Income	\$1,280,774.00
Grants & Other Restricted	\$285,000.00
General Government	\$17,300.00
Public Works	\$77,190.00
Public Safety	\$2,000.00
Registration & Election	\$500.00
Highway Department	\$263,099.00
Legislative & Executive	\$240,104.00
Miscellaneous/Insurance/Other Expenditures	159654.4
Code Compliance	\$25,560.00
Sis Tavern	\$46,166.60
Municipal Building	\$88,100.00
Sanitation & Health	\$76,100.00
Total Expense	\$1,204,674.00

WELCOME HOME

We're glad you're part of North Brentwood.



Keep This Packet Handy

Use this guide as a starting point for Town services, meetings, community resources, refuse collection, permits and local government information.

Town of North Brentwood

4009 Wallace Road

North Brentwood, Maryland 20722

301-699-9699

northbrentwood.com

Spanish Translation / Traducción al Español

If you desire Spanish translation of this Welcome Packet, please call the Town office. Information is also available on the Town website.

Por favor comuníquese con la oficina municipal. Información también está disponible en nuestro sitio web.

WELCOME TO THE NEIGHBORHOOD!



TOWN OF NORTH BRENTWOOD

EMERGENCY PREPAREDNESS QUESTIONNAIRE

Helping the Town prepare to assist residents during an emergency

Please complete this questionnaire and return it to: North Brentwood Town Hall
4009 Wallace Road
North Brentwood, Maryland 20722.

RESIDENT INFORMATION

Date: _____ Name: _____

Address: _____

Home Phone: _____ Mobile Number: _____

Email Address: _____

EMERGENCY CONTACT

Name: _____ Phone: _____

HOUSEHOLD INFORMATION

Number of Adults in Household: _____

Adult Age Ranges (check all that apply): 18–35 ☐ 36–45 ☐ 46–55 ☐ 56–65 ☐ 66–75 ☐ 75+ ☐

Number of Children in Household: _____

Children's Age Ranges (check all that apply): Infant–2 ☐ 3–7 ☐ 8–10 ☐ 11–12 ☐ 13–17 ☐

ACCESSIBILITY & SPECIAL ASSISTANCE

Are any household members disabled or in need of assistance during an emergency? Yes ☐ No ☐

If yes, how many? _____

Turn Page Over ➡

Preferred / safest emergency exit location: Rear ☐ Front ☐ Other: _____

Special needs (examples: hearing assistance, wheelchair access, diabetes, blindness, etc.):

Is a caregiver needed? Yes ☐ No ☐

Do you have pets? Yes ☐ No ☐

If yes, type and number of pets: _____

COMMUNICATION PERMISSION

☐ Check here to allow the Town to contact you regarding Town meetings and events.

CONFIDENTIALITY NOTICE

The information provided on this form is strictly confidential and is intended only for emergency preparedness purposes by the Mayor and Council of the Town of North Brentwood to help support resident safety during an emergency.

Thank you for helping North Brentwood prepare for emergencies.