

---

---

Final Presentation:

# North Brentwood Digitalization

Deborah Alain, Marco Asad, Daniel Lee, and Tommy Rose

---

# Challenges

- Initial requirements and deliverables of the project
- Efficient Communication
- Time Management + Deadlines
- New Town Seal drafting
- Choosing integrated payment method for Jotform

# Members



Thomas Rose  
*Project  
Manager*



Deborah Alain  
*Designer*



Daniel Lee  
*Client  
Communication  
Lead*

Marco Asad  
*Researcher*

# Client



Town of North Brentwood

Prince George's County's First  
African-American Settlement

---



---

# Background

- Town of North Brentwood
  - First African-American Settlement in Prince George's County
  - Founded: June 12, 1924
  - Values
    - Green, sustainable community
    - Diversity
    - Historical and cultural significance
-

---

# Main Projects

## Jotform

- Initial audit of Jotform
- Cleanup
- Sync scanned PDF to Jotform fillables
- Setup notification of new applications and status updates to submitter

## Town Seal

- Represents the town's history of the first African American settlement
  - Requested colors: black, red, green, yellow
  - Stays true to nature of small town
-

---

# Jotform

---

---

---

# Jotform Features

- Easy form building
  - Customizability
    - White Labeling
  - Payment implementation
  - Status Tracking
-



---

# Jotform Initial Issues

## Issue 1

Forms were asking for incorrect information.

## Issue 2


Necessary fields were not required

## Issue 3

Different questions and answer options from scanned original documents

---

# Process

**TOWN OF NORTH BRENTWOOD**  
**Building Permit Application**

Check the one that applies: ☐ Erect ☐ Repair ☐ Alter ☐ Extend ☐ Raze

Building permit purpose: \_\_\_\_\_

Address where work will be performed: \_\_\_\_\_

Name of Owner of Property: \_\_\_\_\_

Address of Owner of Property: \_\_\_\_\_

Phone Number of Owner of Property: \_\_\_\_\_

If this is for a business, please give Town Business License Number: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Address of Contractor: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Prince George's County Permit Number: \_\_\_\_\_

Town of North Brentwood's Permit Number: \_\_\_\_\_ Date Issued: \_\_\_\_\_

Fee for Town Permit \$25.00

Signature of owner/Agent: \_\_\_\_\_

Application Filing Date: \_\_\_\_\_

**ATTACH A COPY OF COUNTY PERMIT TO APPLICATION**


**OFFICIAL USE ONLY**

Application Received By: \_\_\_\_\_

☐ APPROVED ☐ NOT APPROVED:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

TNB 001

**TOWN OF NORTH BRENTWOOD**  
**Building Permit Application**

Check the one that applies: ☐ Erect ☐ Repair ☐ Alter ☐ Extend ☒ Raze

Building permit purpose: \_\_\_\_\_

Address where work will be performed: \_\_\_\_\_

Name of Owner of Property: \_\_\_\_\_

Address of Owner of Property: \_\_\_\_\_

Phone Number of Owner of Property: \_\_\_\_\_

If this is for a business, please give Town Business License Number: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Address of Contractor: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Prince George's County Permit Number: \_\_\_\_\_

Town of North Brentwood's Permit Number: \_\_\_\_\_ Date Issued: \_\_\_\_\_

Fee for Town Permit \$25.00

Signature of owner/Agent: \_\_\_\_\_

Application Filing Date: \_\_\_\_\_

**ATTACH A COPY OF COUNTY PERMIT TO APPLICATION**

**OFFICIAL USE ONLY**

Application Received By: \_\_\_\_\_

☐ APPROVED ☐ NOT APPROVED:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

TNB 001

**TOWN OF NORTH BRENTWOOD**  
Building Permit Application (Fee for Town Permit: \$25)

Email:

Check the one that applies: ☐ Erect ☐ Repair ☐ Alter ☐ Extend ☐ Raze

Building permit purpose:

Address where work will be performed:

Name of Owner of Property:

Address of Owner of Property:

Phone Number of Owner of Property:

If this is for a business, please give Town Business License Number:

Name of Contractor:

Address of Contractor:

Phone Number:

Prince George's County Permit Number:

Town of North Brentwood's Permit Number:

Date Issued:

Signature of owner/Agent:

Signature of Contractor:

Application Filing Date:

"ATTACH A COPY OF COUNTY PERMIT TO APPLICATION"


Fee Issued:

**BRAND FIDELITY**  
Engineering & Planning

[Previous PDF](#) [Continue](#)

# Payment Platform

- Chosen Square
- Unable to implement



### Application Payment

North Brentwood Online Application/Permit Payment

Applications/Permits \*

<input type="radio"/> Building Permit Application	\$50
<input type="radio"/> Dumpster or Storage Pod Permit Application	\$25
<input type="radio"/> Application for License of a Rental Dwelling <small>RENTAL LICENSE MUST BE RENEWED BY JULY 1ST OF EACH YEAR. FEE \$50.00 YEARLY</small>	\$50
Total	\$0

Credit Card

● A connection error has occurred. Please contact form administrator for assistance.

Submit

---

# Town Seals

---

---

# Town Seal 1st Prototypes

Original Town Seal



Updated Seal Designs



---

# Town Seal 2nd Prototypes



---

# Town Seal 3rd Prototypes



**Thank You!**

**North  
Brentwood  
Digitalization**

---