City of Annapolis
Planning Commission
Department of Planning & Zoning
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November 5, 2015

To: **Annapolis City Council**
From: **Planning Commission**
Re: **Findings for O-41-15: A Comprehensive Zoning District Map Amendment and Technical Update – ZTA2015-001**

SUMMARY

The City of Annapolis' most recent official zoning maps are dated July 2005 and are housed in the Department of Planning and Zoning. They were produced under a contract with JMT, a GIS mapping company, and were the City's first zoning maps based on a new digital GIS data layer. This ordinance serves to update the zoning maps.

BACKGROUND AND ANALYSIS

In broad terms, there are four main factors that require technical adjustments:

- **New State Department of Assessment and Taxation (SDAT) Tax Map Grid:** SDAT produced a new parcel mapping grid in 2009. This puts the city in a square grid system making referencing much easier, but it does cause a number of alterations to the previous format for parcels and properties. This change in grid forced SDAT to modify a significant number of parcel numbers. The new grid system is incorporated as the new zoning grid so that City maps coordinate with the State's tax maps.
- **Changes to the mapped parcel boundaries and overall improvements in mapping accuracy:** As technology develops and data collections improve, digital mapping is increasing in accuracy. The City went through a comprehensive parcel review to better align the parcel boundaries that we have on file with the true boundaries for each property. In comparisons done by the City GIS Coordinator Shawn Wampler in the Management Information Technology Division (MIT), it was determined that many parcel lines shown on the 2005 maps were significantly misplaced and required an intense review and edit. All corrections to mapped parcel lines were made only after referencing plats and aerial images that more accurately reflect the true parcel boundaries. In moving the parcel lines, zoning lines were also affected. This led to a review of the zoning boundaries.
- **Correcting oversights made during JMT's mapping process:** Since the adoption of the July 2005 maps, staff in the Department of Planning and Zoning and the GIS Coordinator have found a number of errors made in the 2005 digitization process that go beyond the point mentioned above regarding advancements in mapping technology. These mistakes are generally minor, as described on the following pages; however, they do need to be corrected to be in accordance with the original intent of the ordinance. JMT did make some, but not all of the needed corrections, and produced new and

updated maps in August of 2006. Once the City hired its own GIS Coordinator in the Fall of 2005, it then became possible to initiate an internal process to coordinate mapping updates.

- **General updates:** In order to capture rezonings approved by City Council, recently annexed parts of the City, and other changes in the parcels, such as subdivison of property, it is time to do a general update of the zoning maps. Zoning map amendments passed by City Council since 2004 (not included in the official 2005 zoning maps) are:
    - AIC Forest, LLC Property Annexation (R-19-04 Amended)
    - Bowen Property Annexation (R-23-04 Revised)
    - Lonergan Bus Company Property Rezoning (O-31-04)
    - 1244 and 1248 Tyler Ave Rezoning (O-38-04)
    - The Mixed Use Height Districts (O-11-05)
    - Rodgers Property Zoning (O-13-05)
    - Katherine Property Zoning (O-16-05)
    - The Eastport Gateway Overlay District (O-30-05)
    - Annapolis Neck Zoning (O-38-05)
    - Hyatt Property at Marda Ln. and Forest Dr. (O-23-06)
    - 1321 Forest Drive/Lowry's Site (O-18-09)
    - 214 Duke of Gloucester (O-67-09)

Documentation of Changes to Individual Parcels

As the Department of Planning and Zoning and the GIS Coordinator compiled lists of needed adjustments for individual parcels, they sorted the changes and corrections into two general categories.

- **First category of changes: Less than 5–foot shift in the mapped zoning line.** In this category, the increased mapping accuracy now possible with digital GIS mapping technology revealed discrepancies between parcel lines and mapped zoning lines. If there was less than 5' of difference between a parcel line and a zoning line and otherwise a general match, the zoning line was shifted over to line up precisely with the parcel line. These changes are not visible to the naked eye on the paper maps when printed at the 200-foot scale level.
- **Second category of changes: Zoning line corrections greater than 5 feet, corroborated with prior ordinances or tax maps:** Any adjustment in line location greater than 5 feet is shown on the attached map (Appendix A) and listed individually in the attached table (Appendix B), with a reference to the ordinance and/or prior tax map that showed the correct boundary.

PUBLIC HEARING AND DELIBERATION

On November 5, 2015 the Planning Commission heard public testimony on O-41-15. In addition to providing the required public notice for Planning Commission public hearings, two letters were mailed to affected property owners. One dated July 16, 2015 and one dated September 22, 2015. The first letter notified the property owner of the change and the second announced the date of the Planning Commission public hearing. The draft maps themselves have been published on the Planning and Zoning website for the past six months.

REVIEW CRITERIA AND FINDINGS

Per City Code Section 21.32.010 and Section 21.32.040, the Planning Commission shall not recommend any proposed zoning text or map amendment unless the amendments are for the purpose of promoting the public health, safety, morals and general welfare, and conserving the value of property throughout the City. This ordinance will improve the zoning maps by increasing their accuracy and updating them so information is readily available. Therefore, the new maps will be a benefit to the community as a whole.

RECOMMENDATION

On November 5, 2015, the Planning Commission moved to recommend that the City Council adopt Ordinance O-41-15 with a vote of 5 to 0 .

Adopted this 5th day of November, 2015

William Herald, Chair