

**2009 Comprehensive Plan Annual Report**



**City of Annapolis  
Planning Commission**

## **Acknowledgments**

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## Introduction

Article 66B of the Annotated Code of Maryland requires planning commissions to prepare an annual report on the Comprehensive Plan, file it with the local legislative body, make it available for public inspection, hold a public hearing, and send a copy to the Maryland Department of Planning. Thus, the Annual report becomes the principal mechanism for monitoring the progress made in implementing the Comprehensive Plan. Legislation passed by the State in 2009 added new reporting requirements as part of the Governor's "Smart, Green and Growing" initiative. This report addresses the new and existing requirements in Article 66B.

The Implementation chapter of the Comprehensive Plan affirms the State's annual reporting requirement. The Annapolis Comprehensive Plan was adopted October 5, 2009, replacing the previous Comprehensive Plan completed in 1998. The Plan is organized around three main ideas that define the approach to planning for the City's next decade. The three ideas are 1) Preserve and Enhance Community Character, 2) Maintain a Vibrant Economy, and 3) Promote a 'Green' Annapolis. The major policies of the Plan are all directed toward these three overarching ideas.

The following is a report on the seven topical chapters of the Comprehensive Plan, with actions and progress listed according to the policy it supports. This report does not attempt to recite the range of day-to-day activities occurring as part of standard operations, such as Code administration, even though much of the day-to-day operations support the Comprehensive Plan policies. Rather, this report focuses on progress milestones and new initiatives. Any omissions are unintentional. The information was requested and acquired from a variety of sources with varying rates of response and detail.



*Main St & Franklin St*

### Report on Chapter 3 - Land Use & Economic Development

The Land Use and Economic Development policies do not lend themselves to a progress report as they inform a myriad of decisions and determinations made on a daily basis by various City departments. These include the development review process, the permitting and inspections process, and economic development activities. The policies are re-stated here for reference purposes. A map of projects in the development review process as of June of 2009 is attached to the end of the report.



*Inner West St*

*Policy 1. Growth will be directed primarily to four Opportunity Areas: West Annapolis; south of Bay Ridge Road near Hillsmere; along Forest Drive near its intersection with Spa Road; and Outer West Street.*

*Policy 2. Infill development, redevelopment, and expansion outside of the four defined Opportunity Areas should be consistent with the character of the surrounding community.*

*Policy 3. Land areas devoted to light industrial and flex space will remain productive and sound for the operation of business.*

*Policy 4. Support the expansion of professional office space such that office employment and the services provided by office - based businesses are readily accessible to all residents.*

*Policy 5. Protect and promote the neighborhood commercial retail centers in the city.*

*Policy 6. Enhance the public realm of City Dock and its environs.*

*Policy 7. Acknowledging the importance of the Maritime industry to Annapolis' character, identity, and economy, strive to ensure the Maritime industry's sustained health and viability.*

*Policy 8. Continue to maintain stringent historic preservation requirements in the downtown area and protect and conserve neighborhoods utilizing the neighborhood conservation zoning designation.*

*Policy 9. Annapolis' rich cultural history and wealth of current historic and cultural offerings will be protected and enhanced.*

*Policy 10. Evaluate risks from sea level rise in decisions involving land use along the waterfront.*

*Policy 11. Through land use planning and economic development activities work to ensure the maintenance of the City's AA+ bond rating or better.*



*Acton's Landing*

## Report on Chapter 4 - Transportation

*Policy 1. The Opportunity Areas recommended in the Land Use Chapter will each contribute system - wide transit demand such that this demand (i.e. transit ridership) can be leveraged to efficiently operate and expand the entire transit system.*

*Policy 2. Public transit vehicles, which carry far more passengers per gallon of fuel and per unit of street infrastructure than individual automobiles, will be given priority on all major streets and highways serving Annapolis.*

- The update of the City's *Transit Development Plan (TDP)* began, a plan for the City's transit operations and transit routes, which is updated every five years.
- The *West Street Transit Study* was completed in 2009 to examine ways to create a premier transit route along the West Street corridor.



*Policy 3. Pursue the creation of a regional transit system serving the needs of Annapolis commuters, residents, and visitors.*

The City participates in regional transportation planning via the Unified Planning Work Program (UPWP) of the Baltimore Region Transportation Board (BRTB). The 2009 UPWP included<sup>1</sup>:

- Bicycle and Pedestrian planning - regional bicycle and pedestrian planning meetings and outreach efforts to encourage cycling and walking.
- Transportation Improvement Program (TIP) - coordinating with the City's Department of Public Works and Parking & Transportation on requests for the upcoming fiscal year, updating and submitting the TIP form, and updating the project tracking sheets.
- Subarea Analysis - participating in the implementation of Comprehensive Plan, and participating in the travel analysis advisory group activities.

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<sup>1</sup> UPWP FY 2009 "Projects and Budgets for City of Annapolis"

*Policy 4. Specific and targeted improvements to the local street system should be made with priority to those that improve cross - town circulation, route continuity for public transit, and intersection capacities.*

*Policy 5. In light of the continuing growth of congestion in the Forest Drive corridor, preserve and enhance the array of solutions currently at the City's disposal.*

*Policy 6. Street improvements should be made to support the implementation of the Opportunity Areas.*

*Policy 7. Parking throughout the City will be priced and the supply managed to reduce demand for automobile travel during peak congestion periods and to help fund transit, biking, walking, and ferry service.*

*Policy 8. The City will invest in system - wide improvement to convert main streets and avenues into "complete streets" – that is, streets which serve the full needs of the community.*

Bicycle program accomplishment included adding "sharrows" (pavement markings for bicycles) on select Annapolis streets, conducting the "Free Wheeling Annapolis" program, holding the 1<sup>st</sup> Bicycle Valet event on July 4<sup>th</sup>, the most successful Bike-to- Work event in the region, and giving away 100 reflectors as part of the "Be bright, be seen" program.



*Bike to Work Day*

*Policy 9. Conventional methods for evaluating a development project's traffic impacts will be replaced with a more coherent and balanced urban planning - based evaluation of accessibility and mobility.*

*Policy 10. The City will focus on travel demand management as a tool for improving circulation, accessibility, and mobility through Annapolis.*

## Report on Chapter 5 – Municipal Growth and Community Facilities

*Policy 1. Continue Municipal Annexation as opportunities benefiting the City arise.*

There was no expansion of municipal boundaries in 2009.

### *Measures and Indicators of Growth*

Adequate Public Facilities. In 2009 there were no projects that were restricted by the City's Adequate Public Facilities review<sup>2</sup> (Title 22 of the City Code). Projects that were reviewed for Adequate Public Facilities in 2009<sup>3</sup>:

- Aleph-Bet Jewish Day School
- Washington Square
- Obery Court, Phase 1
- Lighthouse Shelter - exempted from APF review

Building Permits. In 2009, the City issued 13 building permits for new construction<sup>4</sup> - 11 single family homes and 2 commercial buildings. These numbers are representative of a very slow real estate market and a down economy in 2009. Because the City issued fewer than 50 building permits, it is exempted from reporting on further measures and indicators of growth<sup>5</sup>.

### Other methods for tracking development activity.

- The number of building permits issued for additions and replacements over \$50,000 in assessed construction value was: 18 home additions, 21 home replacements, 3 commercial additions, and 3 commercial replacements. This is indicative of Annapolis as a built-out City where both expansion of existing buildings and redevelopment is part of its ongoing growth.
- City business activity was tracked by the Department of Economic Affairs in monthly business reports. Business loss and job loss was not tracked. In 2009 the City experienced: 33 New Businesses, 3 Business Expansions, 58 Relocated Businesses, and 2 Renovated Businesses. This activity represented 659 new jobs.

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<sup>2</sup> This is a new requirement per MD SB273/HB294 "Smart, Green & Growing – The Planning Visions". A restriction is defined as "a restriction, moratorium, or capacity limitation imposed on development as a result of an ordinance or law".

<sup>3</sup> Source: Current Planning Division. Currently there is no systematic process to log Adequate Public Facility reviews in the City's Project Tracking program (Trak-It). We recommend that "APF Review" be added to the menu of Review Types in the Trak-It system. This adjustment to the Trak-It program will facilitate the annual report on the APF reviews required by State law and ensure consistent application of the ordinance.

<sup>4</sup> Trak-It Report: PERM133.

<sup>5</sup> MD SB276/HB 295 "Smart Green & Growing – Goals, Measures, and Indicators and Implementation of Planning Visions"

- For the Annapolis region (a larger area than the City), in the 4<sup>th</sup> quarter of 2009, the Office market vacancy rate was 15.5%, the Retail market vacancy rate was 7.0%, the Warehouse vacancy rate was 10.7% and the Flex space vacancy rate was 2.0%.<sup>6</sup>

Population Growth. Population estimates for the City are generated on a continual basis by a variety of sources. They vary slightly depending on the source, but virtually all sources estimate the total population to be approaching 37,000 in 2009. The decennial Census count underway this year will yield the most accurate snapshot of Annapolis population since 2000, however, it will not be available until early in 2011.

Year	Annapolis Population	Source
2000	35,838	US Census (Count)
2005	36,483	Baltimore Metropolitan Council (Projection)
2006	36,408	US Census (Estimate)
2007	36,603	Maryland Department of Planning (Estimate)
2008	34,281	2006-2008 American Community Survey, US Census Bureau (Estimate)
2009	36,727	AA County Cooperative Forecast, Round 7C (Projection) <sup>7</sup>
2010	37,056	Baltimore Metropolitan Council (Projection)

### *Community Facilities*

In 2009, the following community-serving facilities or projects, as referenced in the Community Facilities chapter of the Comprehensive Plan, were completed:

- The new Police Station on Taylor Avenue was completed. This projects includes an expansion of the Police Department and the addition of the Emergency Operations Center, featuring a command center and communications room that will be utilized in the event of an area emergency.
- The new Roger “Pip” Moyer Recreation Center at Truxtun Park was completed. This Green Building features numerous environmentally friendly techniques, including a vegetated greenroof, underground cisterns for grey-water irrigation, and use of non-toxic paints and carpets.
- The historic Annapolis Fire House on Duke of Gloucester Street was renovated into new office space. This facility houses the City’s Information Technology Department and an electronic media and television studio.
- The Hanover Street Reconstruction Project in the historic district undergrounded utilities and replaced water, stormwater and sanitary sewer pipelines.

<sup>6</sup> MacKenzie Market Reports for Office, Retail, and Industrial Markets.

<sup>7</sup> The Cooperative Forecast is generated by the Anne Arundel County Department of Planning and Zoning for growth in population, households, and employment. Projections are done by Census-defined Traffic Assignment Zone (TAZ) on the basis of the County Small Area Plans, zoning changes, household size projections by the MD Department of Planning, and several other factors. All the counties in the Baltimore region perform forecasts with similar methods and on the same schedule as a part of regional planning activity.

## Report on Chapter 6 - Parks

*Policy 1. Enhance existing parks and facilities with the objective of supporting structured and informal recreation, protecting the natural environment, and encouraging human health and fitness.*

See new Recreation Center in report on Chapter 5 – Municipal Growth and Community Facilities.



*Roger "Pip" Moyer Annapolis Recreation Center*

*Policy 2. Complete the network of pedestrian and bicycle pathways.*

See bicycle achievements in report on Chapter 4 – Transportation – Policy 8.

*Policy 3. Expansion of the parks system should be undertaken selectively and strategically, with the objective of taking advantage of rare opportunities, providing parks and recreation services to underserved areas, allowing public access to the waterfront, and furthering environmental goals.*

## Report on Chapter 7 – Environment

The City administers environmental regulations through the development review process and incorporates best environmental practices into its capital projects and operations. These include tree preservation activities, grading, erosion and sediment control, stormwater management, critical area regulations and others. This report only lists new initiatives and progress milestones and does not attempt an exhaustive recitation of all activity related to Code administration and standard operations.

*Policy 1. Reduce the polluting effects of stormwater runoff into the Chesapeake Bay and its tributaries.*

- City continued work toward the goal of increasing the tree canopy to 50% of its land area by 2036 by working with the Alliance for the Chesapeake Bay. 320 trees, 129 shrubs and 214 seedlings were planted within the City in the Fall of 2009. City staff also visited six local elementary schools to educate students about the value of trees, and six pounds of acorns were handed out to students. In separate efforts, the City gave away 700 white oak seedlings to City staff and residents, gave away 359 native trees to City residents, and planted 33 trees. Overall community forestry expenditures exceeded the 2008 total (\$227,877 in 2009 and \$215,657 in 2008).<sup>8</sup>
- The Gotts Court Parking Lot Renovation incorporated significant LEED features: 5 bio-retention ponds with native plantings; permeable pavers over the entire parking surface lot; salvage and restoration of street lighting; salvage and reuse of streetscape paver materials; and salvage and reuse of plant materials.



*Tree City USA Event*

*Policy 2. Protect and restore environmentally sensitive areas and other natural resources within the city.*

- City secured a conservation easement with the Admiral Oaks community off Admiral Drive.

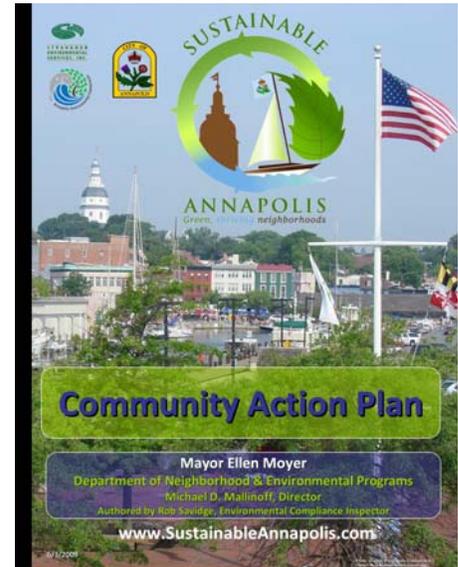
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<sup>8</sup> 12/11/09 Memo to Maryland Department of Natural Resources.

- Development of a Site Development Manual started in 2009. The new Site Development Manual will provide guidance on design of the landscape on public and private development sites. The Manual will aim to make the site design process more predictable and will be coordinated with the City’s Green Building standards and other sections of the City Code governing trees and other planting, grading, critical areas, and rainwater.

*Policy 3. Shrink the City’s Carbon Footprint and become a community of Green buildings to combat climate change.*

- Adoption of Clean Air Vehicle legislation (0-12-09A).
- Adoption of the *Sustainable Annapolis – Community Action Plan*.
- Carbon calculator posted on the City website for residents to measure their carbon footprint.
- Sea Level Rise Study began.
- Update of Hazard Mitigation Plan began, last completed in 2004.



*Policy 4. Improve community environmental stewardship and education.*

Launch of the Environmental Stewardship Program.



*Department of Public Works Rain Garden Brochure*

*Policy 5. Minimize noise and light pollution.*

**Report on Chapter 8 - Housing**

*Policy 1. Support development of housing affordable to workforce or middle income households*

- No Moderately Priced Dwelling Units (MPDUs) were constructed in 2009. This is a reflection of the depressed housing construction market. The MPDU Ordinance applies to developments of 10 or more units.
- A Housing Market Analysis for the Clay Street area was begun in 2009, building on the Clay Street Area Commercial Market Analysis done the year prior. These studies are intended to help City staff and residents gain an understanding of the type of development that is most viable for the Clay Street neighborhood.
- Median home values in Anne Arundel County dropped over the last two years due the downturn in the economy, and median incomes continued to rise. The affordability of housing for workforce or middle income households continues to be an issue in Annapolis, compounded by the fact that historically, housing prices in Annapolis are 15-25% higher than in the county as a whole.

	Median Home Sales Price (Anne Arundel County)	Median Household Income (Baltimore Region)
2005	\$325,000	72,150
2006	\$344,000	72,800
2007	\$340,000	75,800
2008	\$322,000	78,200
2009	\$295,000	82,100
	<b>Source:</b> Maryland Association of Realtors	<b>Source:</b> U.S. Department of Housing & Urban Development

*Policy 2. Support the Revitalization of Public Housing.*

- The first phase of the redevelopment of Obery Court started construction in 2009.
- Planning for the redevelopment of the Annapolis Gardens & Bowman Court complexes began.



*Annapolis Gardens/Bowman Court redevelopment*



*Obery Court Phase 1*

*Policy 3. Support housing programs that assist low and moderate-income households with homeownership and housing rehabilitation.*

- In 2009 the City began the process of developing a new *Consolidated Housing and Community Development Plan for FY2011-2015*. This Plan is submitted to the Department of Housing and Urban Development every five years to implement federal programs, including the City's Community Development Block Grant (CDBG) allotment.
- The City filed its *Consolidated Annual Performance and Evaluation Report (CAPER)* for Fiscal Year 2009 with HUD to report its progress on meeting housing and community development goals and objectives identified in the *Consolidated Housing and Community Development Plan for FY2006-2010*. Prioritized objectives for housing and community development needs are:
  1. Provide assistance to low-income homeowners for housing rehabilitation.
  2. Preserve and expand the supply of affordable housing through acquisition with rehabilitation and/or new construction.
  3. Provide opportunities for first-time homebuyers.
  4. Support housing counseling for first-time low and moderate-income homebuyers and other housing issues.
  5. Continue financial support to homeless shelter programs.
  6. Continue financial support for prevention of homelessness.
  7. Provide assistance to supportive housing providers.
  8. Support improvement or construction of recreational facilities in low and moderate-income neighborhoods.
  9. Support vital public services that address the needs of children, youth and families and other initiatives that promote family stability.
  10. Provide support for economic development and creation of decent jobs.
  11. Provide support and technical assistance for neighborhood revitalization and overall planning and administration of community development activities.

- The new Lighthouse Homeless Shelter broke ground on Hudson Street, with the City contributing \$100,000 to the design of the new building through CDBG and other general funds.

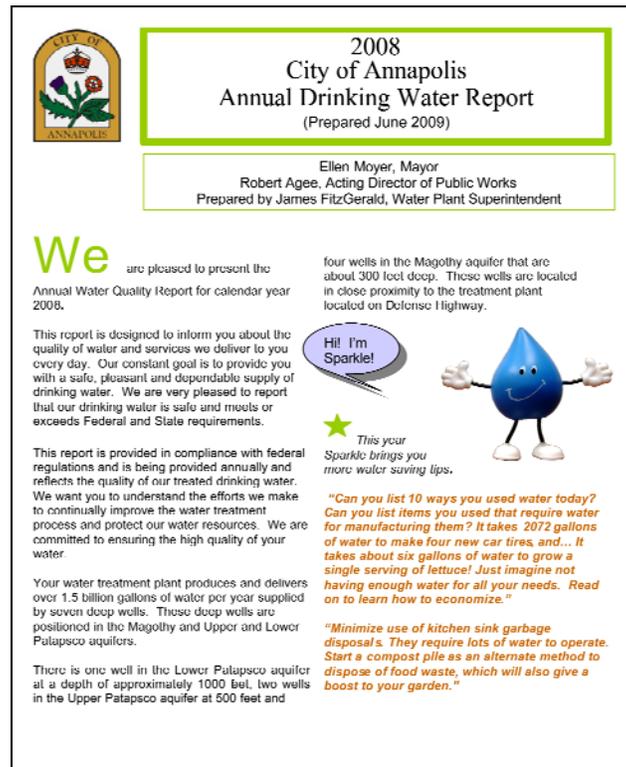


*Rendering for the New Lighthouse Shelter*

## Report on Chapter 9 – Water Resources

### *Policy 1. Protect and Conserve the Existing Water Supply and Distribution Systems*

- Completion of the Water and Sewer Systems Study was delayed to 2010 due to the need for additional verification of existing system details.
- A Facility Plan Report on the Water Treatment Plant was completed in 2009. The Treatment Plant serves the city, all of the state facilities located in Annapolis, public housing, and an emergency connection to the Naval Academy. The Report evaluated refurbishing the existing facility versus construction of a new treatment plant, and recommended a new facility based on life cycle costs and constructability issues. Construction of a new facility is included in the City's Capital Improvements Program (CIP).



### *Policy 2. Enhance the Wastewater Collection and Treatment Systems*

- Completion of the Water and Sewer Systems Study was delayed to 2010 due to the need for additional verification of existing system details.
- As passed by O-25-09 in 2009, the City will begin producing a Ten-Year Water and Sewerage Plan, supplementing the requirement under Title 9 of the Environmental Article of the Annotated Code of Maryland. The Annapolis Water/Sewer Master Plan will be coordinated and consistent with the County Master Plan as required by State law. It will schedule and set priorities for water and wastewater projects in the CIP based on a variety of factors, including planned growth patterns consistent with the Comprehensive Plan.

### *Policy 3. Maintain Water Resource Management Areas*

### **Education Course for Planning Commission and Board of Appeals**

An education requirement for planning commissions and boards of appeals was established in State legislation passed in 2009<sup>9</sup>. Several members of the Annapolis Planning Commission and Board of Appeals participated in the on-line course created by the Maryland Department of Planning. All Planning Commission and Board of Appeals members plan to take the course, and the Annapolis Department of Planning and Zoning is keeping a record of their participation.

### **Planning Commission Recommendations on Improving the Planning & Development Process**

City Zoning Code should be revised in order to set standards for review that can be approved administratively. There should be a review of the types of development approvals requiring a public hearing. Planning Commission should continue to review broad-based policy and projects of significant importance in the community, but feels that the number of projects requiring Planning Commission review are perhaps too many. Planning Commission should still maintain some standard of design control, and all projects with a public impact should be given to the Commission earlier in the design stage than is done currently.

The City should commit staffing and resources to producing the community facilities plan, also termed an infrastructure master plan, as required by Title 22: “Adequacy standards (established in the APFO) should be achievable within a six-year timeframe and the annual Capital Improvement Program should be based on a community facilities plan that insures that existing deficiencies are corrected within that timeframe.” An infrastructure master plan would help guide the annual capital budgeting process and support the implementation of several recommendations in the Comprehensive Plan.

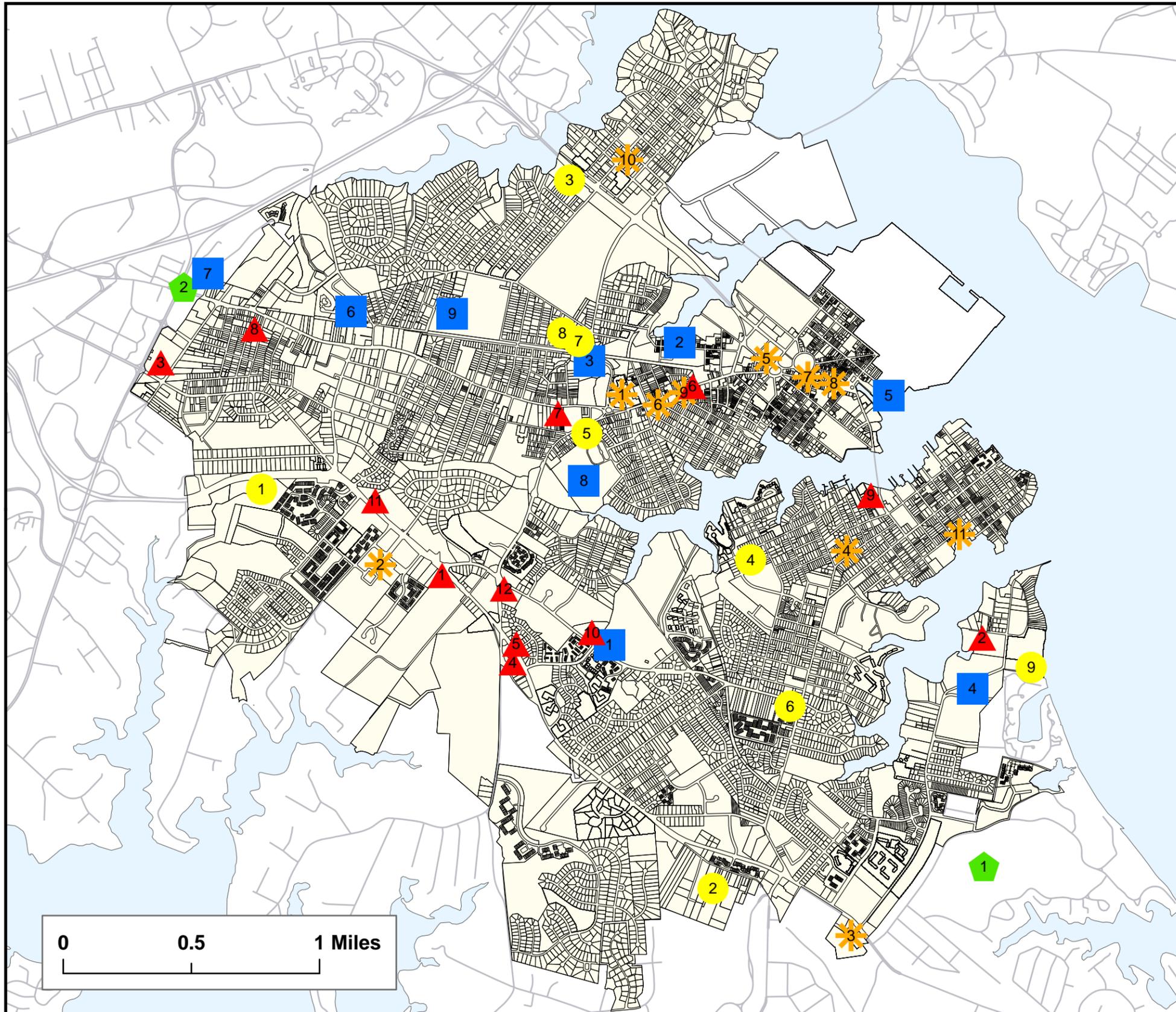
### **Planning Commission Recommendations for the Capital Improvement Program**

The following projects are indicated by the Comprehensive Plan and this annual report (in no particular order):

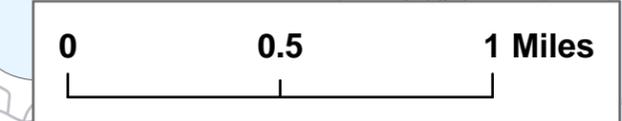
- Capital projects resulting from the City Dock Design Study (expected to begin in 2010)
- Under-grounding of utilities in the Historic District
- Multi-Modal Transportation Hub
- Intersection Realignment of Chinquapin Round Road/West Street/Admiral Drive
- Outer West Street
- Parking System Management Technology
- Capital projects resulting from the Bicycle-Pedestrian Master Plan (expected to begin in 2010)

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<sup>9</sup> MD SB280/HB297 – ‘Smart Green & Growing – Smart and Sustainable Growth’



Commercial		Mixed Use	
1	Light of the World Church South side Forest Dr at Hilltop Ln Proposed Church SDP Review	1	Park Place 100 Westgate Circle Retail 50K; Office 150K; Condo 208 units; 900seatPerforming Arts PerformArts under review; Office II complete
2	Port Annapolis Marina 7074 Bembe Beach Road new maritime retail/office bldg permits approved	2	Village Greens of Annapolis Forest Drive and S. Cherry Grove 216 Apartments; 20K retail; gas station; 90 units muti-family live-work permit review
3	Shopper's Food and Pharmacy 260 Old Solomon's Island Road 19K expansion of ex supermarket complete	3	Bay Village Bay Ridge Road at Edgewood Road 13K retail; office; restaurant Subdivision approved; SDP review
4	1503 Forest Drive 1503 Forest Drive New Retail/Office Bldg SDP approved	4	Washington Square Bay Ridge Avenue at Washington St Res/Commercial Mixed Planned Development; 16 res units special exception approved
5	Dr. Albert Lee Property 1606 Forest Drive Expansion of ex. Professional Office Bldg. Permits issued	5	US Post Office Church Circle Condo and Office addition HPC approved; SDP review
6	162 West Street Office bldg expansion complete	6	213 West Street a.k.a. "Old Capital Newspaper Site" 213 West Street Retail/residential mixed SFD/Multi-family SDP review approved; plat under review
7	Paul's Homewood Café 909 West Street Restaurant expansion complete	7	184/186 Main St. New retail/office Bldg complete
8	Mt Olive AME Church Community Center 2 Hicks Avenue New Community Center complete	8	122 Main Street New Mixed Use Bldg. HPC approved
9	AYC - Junior Sailing Center 310 1/2 Sixth Street Bathroom expansion complete	9	West Village, Phase II 161 West Street Mixed retail/Office/Residential Permits approved; withdrawn by applicant
10	Salvation Army 351 Hilltop Lane Bldg expansion permits approved	10	608 Melvin Avenue New Retail/ Residential Bldg complete
11	1796 Forest Drive New Office Bldg complete	11	Turner Marina, LLC 319 Chester Avenue Proposed Maritime/Res Mixed Use SDP review
12	Kneseth Israel Synagogue Hilltop Rd at Spa Rd Alpha Bet Jewish Day School 10k square foot expansion special exception under review		
Residential		Public / Institutional	
1	Aris Allen a.k.a "Rocky Gorge" Aris T. Allen Blvd and Yawl Rd. 48 units mixed SFD and Townhouses Permit review and final record plat review	1	Pip Moyer Recreation Center Truxton Park Hilltop Lane New City Rec Center permit review
2	Horn Property Annapolis Neck Road Residential Planned Dev preliminary site design	2	Obery Court Clay Street HACA redevelopment public housing with additional workforce housing Special Exception review; permit review
3	Rogers Heights Farragut Rd at Rowe Blvd 5 units SFD Pre-ap review; 1st work session with Planning Commission	3	Annapolis Police Station 199 N. Taylor Avenue Police Station Expansion Under Construction; Performance Bond issues
4	Boucher Landing a.k.a. "Lonergan Bus Lot" Boucher Avenue and President Street 8 SFD/Townhouse Residential Planned Development Permit review	4	Annapolis Water Reclamation Facility Edgewood Rd at Sparrows Beach Rd Improvements to Water Reclamation Facility permit process
5	Spa Gate Greenfield Street townhouse redevelopment; realignment of Greenfield to MD Hall Permit review	5	National Sailing Hall of Fame City Dock, between Dock Street and Prince George Street HPC and PC Work Sessions
6	Griscom Square Tyler Avenue at Bay Ridge Avenue 12 Unit Res Planned Development Final Plat review on hold	6	Annapolis Gardens & Bowman Court Admiral Drive at Bowman Drive HACA redevelopment public housing with additional workforce housing Special Exception review; permit review
7	Terrapin Station 906 Poplar Ave 9 SFDs subdivision under review	7	Homeless Shelter Relocation from current West Street property
8	Woodlawn Estates 300 Woodlawn Ave 4 SFDs subdivision under review	8	Bates Middle School Parking & Street Modification
9	Rogers Property Bembe Beach Rd Residential Development	9	Germantown Elementary School Newly constructed school
		Annexations - Proposed	
		1	Annapolis Country Club Annexation Carrollton Rd
		2	Dee Corporation Annexation West Street



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## Projects Under Development Review June 2009

**Legend**

- ▲ Commercial
- ✳ Mixed Use
- Residential
- Public
- ⬠ Annexations

**City of Annapolis  
Planning and Zoning**