



City of Annapolis
Department of Planning & Zoning
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Planning Commission
 VIRTUAL PUBLIC MEETING
 June 4, 2020

The Planning Commission (PC) of the City of Annapolis held its regularly scheduled public meeting on June 4, 2020 as a virtual meeting. **Chair** Sale called the meeting to order at 7:06p.m.

Commissioners Present: **Chair** Ben Sale, **Vice Chair** Robert Waldman, Alex Pline, Diane Butler, William Herald, David Iams

Commissioners Absent: George Matthews

Staff Present: Dr. Sally Nash, Joel Braithwaite-Assistant City Attorney, Jacquelyn Rouse

B. APPROVAL OF THE AGENDA

Mr. Waldman moved approval of the agenda as submitted. Mr. Iams seconded the motion. **Passed 6-0.**

C. APPROVAL OF MINUTES

1. March 5, 2020 Meeting Minutes

Mr. Waldman moved approval of the March 5, 2020 meeting minutes as written. Ms. Iams seconded the motion. **Passed 6-0.**

2. May 7, 2020 Meeting Minutes

Mr. Waldman moved approval of the May 7, 2020 meeting minutes as revised. Mr. Iams seconded the motion. **Passed 6-0.**

D. PUBLIC HEARINGS

1. Ordinance, #O-18-20: Institutions for the Care of the Aged

Dr. Nash presented the Ordinance O-18-20 that proposes to add “Institutions for the Care of the Aged” as a permitted use in the Professional Mixed Office Park (PM2) zoning district. The Bay Village Assisted Living Facility is constructing nursing care facilities that they would like to expand into the adjacent parcel which has a zoning designation of PM2 so need the zoning change to be able to build. This is a low impact use so staff does not object to the proposal.

The following written public comments were received, however, the record will remain open to accept additional written testimony until June 24, 2020 at which time the Planning Commission will deliberate and vote on the project.

Name	Address	In Favor	In Opposition	Commented On	Comment Type
Carolyn Kirby	143 Compromise St.	X		X	6/2/20 Email
Alderman Savidge	Ward 7	X		X	Virtual Comment

Alderman Savidge as the sponsor of the Ordinance, provided background explaining that the original proposal was for a restaurant but it was unsuccessful and then a proposal for assisted living facilities was made. He said this use will have less impact on traffic which is a concern for the community. The developer has agreed to provide a shuttle in the future for transit on the street.

Chair Sale accepted the following exhibits into the record.

Exhibit Number	Exhibit Types
A	Staff Memorandum dated May 22, 2020
B	Michelle McGregor Support Letter undated
C	Jon Arason Support Letter undated
D	Byron White – Quantum Sales Info. dated 2/26/20 forwarded by M. McGregor
E	Sabra and Associates Traffic Study undated
F	Jon Grant Support Letter undated

2. Ordinance, #O-10-20: Written Notification Requirements

Dr. Nash presented the Ordinance #O-10-20 that proposes to increase the distance for sending written notification to abutting property owners for Planned Developments, Major Subdivisions, and Major Site Design applications from 200-feet to 750-feet to make more residents aware of the larger projects.

At the time of the meeting, there were no public comments received, however, the record will remain open to accept additional written testimony until June 24, 2020 at which time the Planning Commission will deliberate and vote on the project.

Mr. Waldman moved to get clarification from the Office of Law on the following questions specifically to advise as to whether the word “abutting” should be changed to “neighboring”; how does notification affect the standing; and how does the failures of notification effect the process. Mr. Pline seconded the motion. **Passed 6-0.**

Chair Sale accepted the following exhibits into the record.

Exhibit Number	Exhibit Types
A	Staff Memorandum dated May 22, 2020

3. 2019 Annual Section 1-207 and 1-208 Report to Maryland Department of Planning

Dr. Nash noted that this is the annual comprehensive plan requirement to report on the zoning text and map amendments, amendments to the comprehensive plan, the number building permits issued for new dwelling units and commercial uses, and if the Adequate Public Facilities Ordinance (APFO) has caused any developments to not proceed or stall for a certain period of time. She noted that there was total of 63 new dwelling units in the priority funding areas (the entire City is in the priority area) and 16,548 square of commercial uses this year. There were no projects stalled as a result of APFO this year.

At the time of the meeting, there were no public comments received, however, the record will remain open to accept additional written testimony until June 24, 2020.

Chair Sale accepted the following exhibits into the record.

Exhibit Number	Exhibit Types
A	Staff Memorandum dated May 26, 2020

E. MISCELLANY

Dr. Nash reported that Ms. Guild and the Nitty Gritty Committee will make a presentation to the PC on June 11, 2020 and there will a fiscal impact analysis presentation on July 9, 2020.

Mr. Waldman requested that staff arrange two work session briefings on the status report of the Bicycle Plan from Mr. Calahan and the PC needs to review the Adequate Public Facilities.

Mr. Sale noted that the PC would like to receive notification of applications received in the Planning office. Ms. Butler asked if someone from the Office of Environmental Policy can do a presentation on the status of the Greenway and Tree Plans. Dr. Nash will ask Ms. Guild to discuss this at the June 11, 2020 presentation. Ms. Rouse briefly discussed training from the Office of Law on ex-par communications specifically discussing projects outside of the meeting format.

F. ADJOURNMENT

With there being no further business, Mr. Iams moved to adjourn the meeting at 9:16pm. Mr. Pline seconded the motion. **Passed 6-0.**

Tami Hook, Recorder