

MINUTES

Baltimore County Planning Board Meeting

January 5, 2023

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Adjournment of the Board Meeting

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Public Hearing by the  
Baltimore County Planning Board

Call to Order, Introduction of Board Members, and Remarks by Chair

Item for Public Hearing

- 1. Ruxton Riderwood Lake Roland Area Community Plan\*\*

\*\*Comments by Citizens

**Adjournment of Public Hearing**

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**Reconvene Public Meeting of the  
Baltimore County Planning Board**

**Call to Order, Introduction of Board Members, and Remarks by Chair**

**Item for Discussion and Vote**

- 1. Ruxton Riderwood Lake Roland Area Community Plan

**Adjournment of the Board Meeting**

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- Appendix A** Updated Comprehensive Manual of Development Policies, Section III: Commercial Development within the Urban-Rural Demarcation Line
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*Note: A copy of the appendices is located in the official digital Planning Board files.*

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**Baltimore County Planning Board Meeting Minutes  
January 5, 2023**

**Call to Order, Introduction of Board Members**

Chairwoman Hafford called the meeting to order at 4:30 PM and welcomed everyone. A roll call to account for the members of the Board was conducted and the following members were:

Present	Absent
<ul style="list-style-type: none"> <li>1. Ms. Nancy Hafford, Chair</li> <li>2. Mr. Peter Arrey</li> <li>3. Ms. Emily Brophy</li> <li>4. Mr. George Fotis</li> <li>5. Ms. Beverly German</li> <li>6. Mr. Mark Heckman</li> <li>7. Mr. Steven Heinel</li> <li>8. Mr. C. Scott Holupka</li> <li>9. Mr. Derick Johnson</li> </ul>	

10. Mr. Wayne McGinnis 11. Mr. Howard Perlow 12. Ms. Cathryn Pinheiro 13. Mr. Todd Warren 14. Ms. Cathy Wolfson	
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Attending County staff included the following Department of Planning representatives: Mr. Steve Lafferty, Ms. Amy Mantay, Ms. Jenifer Nugent, Ms. Ngone Seye Diop, Ms. Alexandra Laham, Mr. Austin Broderick, Mr. Henry Ayakwah, Ms. Courtney Rachuba, Ms. Laura Wolfe, and Ms. Taylor Bensley.

Before the pledge of allegiance, Chairwoman Hafford announced Mr. Henry Callegary had stepped down from the Board and thanked him for his service. She introduced new Board member Ms. Emily Brophy and welcomed her. Ms. Brophy briefly introduced herself and her background.

**Review of Today’s Agenda**

Ms. Bensley reported no changes to the Tentative Agenda published December 29, 2022.

**Minutes of the November 17, 2022 Meeting**

Chairwoman Hafford asked the Planning Board members if they had any changes to the November 17, 2022 Minutes. Hearing none, Chairwoman Hafford called for a motion to approve the Minutes as drafted. Mr. Todd Warren moved to approve the Minutes as drafted. Mr. Arrey seconded the motion, which passed at 4:34 PM with affirmative votes being cast by Mr. Arrey, Ms. Brophy, Mr. Fotis, Ms. German, Mr. Heckman, Mr. Heinl, Mr. Holupka, Mr. Johnson, Mr. McGinnis, Mr. Perlow, Ms. Pinheiro, Mr. Warren, and Ms. Wolfson. There were no dissenting votes.

**Items for Introduction**

1. Updates to the Comprehensive Manual of Development Policies, Section III: Commercial Development within the Urban-Rural Demarcation Line

Chairwoman Hafford introduced Ms. Jenifer Nugent of the Development Review division of the Baltimore County Department of Planning to present the updates to the Comprehensive Manual of Development Policies, Section III: Commercial Development within the Urban-Rural Demarcation Line.

Ms. Nugent began her presentation by providing a background on the Comprehensive Manual of Development Policies (CMDP), explaining that it is enabled by Section 504.2 of the Baltimore County Zoning Regulations (BCZR) and is intended to codify a comprehensive manual of land-use and development policies and zoning regulations. She explained that the Special Areas and Procedures of the CMDP had come before the Planning Board in April of 2021 and had been utilized by the County since its passing.

Ms. Nugent then provided a brief background and history of the CMDP, explaining that it was adopted by the Planning Board in 1972 and subsequent amendments occurred in 1988, 1992 and 2006. She noted that the Department of Planning relied heavily on the document in the absence of any adopted design guidelines for any specific area within the county and the general guidelines and principles outlined within and related to residential and commercial development helped leverage desired design outcomes.

She explained that the current CMDP was a static, black and white manual without the ability to click on links or references. Additionally, some of the content of the CMDP had been affected by legislation passed through the last several years. Ms. Nugent then shared that with the new format of commercial section, subsections had been created to highlight definitions and desired design components of the respective types of development. She stated that the subsection commercial development categories were: Main Street, Freestanding, Shopping Center/Mall, Office, Mixed Use/TOD. She explained that the Planning Department had a responsibility to keep in line with the county's strategic plan goal of sustainability.

She explained that each subsection had been formatted and outlined with largely the same content with some additions by staff. The Main Street Section was enhanced to include a description of the Main Street Development concept as well as highlighted the Main Street Maryland Program that was a program of the Maryland State Department of Housing and Community Development. Each subsection followed a formatted outline of content that started with an overview explanation of the development concept, followed by several design guidelines categories which included: Site Planning, Landscaping/Open Space, Circulation and Parking, Architecture/Building Features, Signage and Lighting.

Ms. Nugent explained the Planning Department had taken the development concept of Mixed Use into the modern and future context, which recognized the need for Transit Oriented Developments (TOD) throughout the County. She stated that objectives of successful Mixed Use development aligned with the Baltimore County's goals in the Enterprise Strategic Plan 2019-2022, to ensure all residents had access to high-quality and affordable housing, and cultural and recreational opportunities in safe communities. Adding that Transit-Oriented Developments had helped with the achievement of vibrant communities, sustainability, and equity. She stated the intent of such development coincided with the goal of the State of Maryland to promote Transit Oriented Development, designed to maximize use of transit, walking, and bicycling. Ms. Nugent concluded her presentation, and asked if there were any questions from the Board.

Chairwoman Hafford opened up the floor for questions or comments from the Board.

Mr. Perlow asked if the Department of Planning had looked at the County's existing TOD's to determine if they had been successful, explaining that he thought it would be helpful to understand how Planning staff felt about existing and proposed TOD's. Mr. Lafferty explained that Mixed Use and TOD's would be addressed in the upcoming Master Plan. He continued that the CMDP and Master Plan were two of the mechanisms the Department of Planning was putting forward showing the importance of TODs and Mixed Use development/redevelopment. Ms. Nugent and Mr. Lafferty agreed that the CMDP showed the Department of Planning's views on TOD's.

Ms. Wolfson asked for clarification that this was just re-formatting the existing policy. Ms. Nugent responded this included some enhanced explanations along with some additions to the policy.

There were no other questions or comments from the Board.

Chairwoman Hafford called for a motion to set a Public Hearing. Mr. Holupka moved the Baltimore County Planning Board set a public hearing regarding the updates to the Comprehensive Manual of Development Policies, Section III: Commercial Development within the Urban-Rural Demarcation Line for Thursday, January 19, 2023 at 4:45 PM. Mr. Warren seconded the motion, which passed at 4:53 PM with affirmative votes being cast by Mr. Arrey, Ms. Brophy, Mr. Fotis, Ms. German, Mr. Heckman, Mr. Heintz, Mr. Holupka, Mr. Johnson, Mr. McGinnis, Mr. Perlow, Ms. Pinheiro, Mr. Warren, and Ms. Wolfson. There were no dissenting votes.

Chairwoman Hafford reminded the Board that the hearing would be held in person.

**Other Business**

- 2. Recent County Council legislation of interest to the Board

Ms. Bensley gave a report on the recent legislation passed by the County Council of interest to the Board:

- a. Bill 74-22 – Zoning Regulations – Off Street Parking Requirements
- b. Bill 75-22 – Zoning Regulations – Uses Permitted in the Manufacturing Light (ML) Zone – Residential Uses on Adjacent Tracts
- c. Bill 76-22 – Zoning Regulations – Uses Permitted in the Business Roadside (BR), Commercial Town Center Core (CT) District
- d. Bill 84-22 – The Comprehensive Zoning Map Process – Departmental Report to Planning Board
- e. Resolution 47-22 – Support Application – State of MD – Designation Regional Institution Strategic Enterprise (RISE) Zone – Towson University

**Adjournment of the Board Meeting**

Chairwoman Hafford called for a motion to adjourn the meeting. Ms. Wolfson moved to adjourn the meeting. Mr. McGinnis seconded the motion, which passed at 4:57 PM with affirmative votes being cast by Mr. Arrey, Ms. Emily Brophy, Mr. Fotis, Ms. German, Mr. Heckman, Mr. Heintl, Mr. Holupka, Mr. Johnson, Mr. McGinnis, Mr. Perlow, Ms. Pinheiro, Mr. Warren, and Ms. Wolfson. There were no dissenting votes.

The meeting adjourned at 4:57 PM.

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**Baltimore County Planning Board Public Hearing Minutes  
January 5, 2023**

**Call to Order, Introduction of Board Members**

Chairwoman Hafford called the Public Hearing to order at 5:00 PM and welcomed everyone. A roll call to account for the members of the Board was conducted and the following members were:

Present	Absent
1. Ms. Nancy Hafford, Chair	
2. Mr. Peter Arrey	
3. Ms. Emily Brophy	
4. Mr. George Fotis	
5. Ms. Beverly German	
6. Mr. Mark Heckman	
7. Mr. Steven Heintl	
8. Mr. C. Scott Holupka	
9. Mr. Derick Johnson	
10. Mr. Wayne McGinnis	
11. Mr. Howard Perlow	

12. Ms. Cathryn Pinheiro 13. Mr. Todd Warren 14. Ms. Cathy Wolfson	
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Attending County staff included the following Department of Planning representatives: Mr. Steve Lafferty, Ms. Amy Mantay, Ms. Jenifer Nugent, Ms. Ngone Seye Diop, Ms. Alexandra Laham, Mr. Austin Broderick, Mr. Henry Ayakwah, Ms. Courtney Rachuba, Ms. Laura Wolfe, and Ms. Taylor Bensley.

**Item for Public Hearing**

1. Ruxton Riderwood Lake Roland Area Community Plan

Chairwoman Hafford welcomed everyone and introduced Ms. Alex Laham of the Community Planning division of the Baltimore County Department of Planning. She explained that, on November 17, 2022, Ms. Laham introduced the Ruxton Riderwood Lake Roland Area Community Plan. Chairwoman Hafford explained that Ms. Laham was present to further present the plan, and that the Board would have the opportunity to hear from the members of the public.

Ms. Lanham gave a brief overview of the Ruxton Riderwood Lake Roland Area Community Plan and its history. She explained that the Plan was an update of the 2010 Ruxton Riderwood Lake Roland Area Plan and was authorized to be updated by Council Resolution 122-20 in October 2020. The updated Plan would be an amendment to the 2020 Master Plan and would become a part of the 2030 Master Plan once it was adopted. Ms. Lanham continued on that the Ruxton Riderwood Lake Roland Area Improvement Association led the efforts to develop the plan. She stated every ten years, RRLRAIA developed a community plan that provided input on Baltimore County’s ten year planning process. The current Plan would prepare for the 2024 Comprehensive Zoning Map Process. She explained that the Association formed a committee composed of Board members to guide the process. A survey put out in May 2020 received 481 responses ranking the importance of twelve key issues, the top five of which formed the core issues for the plan. The draft of the Plan was posted on the RRLRAIA website for comment, and a virtual town hall was conducted on May 17, 2021 for feedback. The community plan’s goal was to assist in protecting, preserving, and enhancing the Ruxton Riderwood and Lake Roland communities through stewardship, education and advocacy. The Association planned to accomplish the goals by focusing on the five primary goals of the plan; Crime and Public Safety; Code Enforcement, Development Review, and Zoning, the Falls Road Corridor and Development, Flooding, and Sewer lines. Ms. Lanham concluded her presentation, and thanked the Board for their time on the matter.

Chairwoman Hafford thanked Ms. Laham for her presentation. She asked if any members of the Board had questions or comments for Ms. Laham.

Mr. Holupka noted that Pedestrian and Bike Enhancements was one of the focuses of the 2010 Plan, and questioned why it was removed. Ms. Laham replied that the head of the RRLR Plan Committee was present and could speak further to that.

Mr. Perlow sought clarification on why the Plan was developed by the community and being presented to the Planning Board. Ms. Laham confirmed various County agencies had reviewed the Plan, but that it was developed by the community. She noted that community plans were helpful in guiding the Department of Planning when reviewing Development Plans and Zoning petitions. Ms. Bensley noted that the community was authorized to update the Plan under Council Resolution 122-20.

Mr. Perlow asked about the status of the Bluestem project. Ms. Laham answered that the community could address that question. Mr. Heckman noted that the zoning for that project was changed to remove the residential portion of that project.

Mr. Warren asked how the Plan would be enacted. Ms. Laham stated that community members would address implementation, but stated that the Plan would be utilized by the Department of Planning when reviewing Development Plans and Zoning Petitions.

Mr. Holupka wanted to know how common it was to have community plans led by community associations. Mr. Lafferty explained that while not common, there were other communities who had plans led by the association, and that the Department of Planning relied on community engagement regardless. Ms. Mantay added that the Planning Department worked with community associations to help update community plans.

Ms. Wolfson wanted to confirm that this would be incorporated into the Master Plan. Mr. Lafferty explained that the Planning Board recommendation would be passed on to County Council for adoption as part of the Master Plan.

There were no other questions or comments from the Board.

Chairwoman Hafford then introduced Mr. Edward (Andy) Murray of the Ruxton Riderwood Lake Roland Area Improvement Association (RRLRAIA) Board member and head of the Community Plan Committee. Mr. Murray explained that the Association formed a committee with the board to develop the plan. The board conducted a survey to members, non-members, and the public. Out of 1,000 surveys, the board received 488 responses. Mr. Murray explained that out of the twelve issues, five were rated of highest importance. The top issue was Crime and Safety. Two key issues that did not make the top five but were still considered important were: Invasive Plant Management, and Forest Preservation/Deer Over-Population. He added that a virtual town hall of 20 residents was held in May of 2021. Mr. Murray concluded his presentation, and thanked the Board for their time on the matter.

Chairwoman Hafford thanked Mr. Murray for his presentation. She asked if any members of the Board had questions or comments for Mr. Murray.

With no further comments or questions from the Board, Chairwoman Hafford began calling on members of the public who had signed up to speak on the topic.

Jeff Budnitz of Roland Park stated the importance of community plans and that adopted plans allowed communities to move forward with positive change. He stated the RRLRAIA had accomplished growing from 432 acres to 503 acres. The Association incorporated the light rail at Falls Road, activated Bushier Shovel-Ready Stimulus Project, doubled size of the parking lot, and created Transit-Oriented recreation.

Jamie Cahn, President of the RRLRAIA, explained that the Association had a Board and committees, and each committee was assigned to a different task, which allowed the Board to set guidelines and communicate efficiently with the changes in the community. He noted that the RRLRAIA had active members involved in design review. Mr. Cahn asked the Board for any questions.

Mr. Johnson asked how large the community was and how many participated in the planning. Mr. Kahn responded that the community was comprised of approximately 3,500 homes and the Board was 20 people. The Association used the 480+ responses out of 1,000 surveys, to develop the community plan.

Kim Dulay of Rodgers Forge, commented she was not part of the RRLRAIA but she had been working on trying to get a safe pedestrian pathway to Lake Roland Park from Charles Street. She stated she had 150 signatures on a petition and wanted the Planning Boards support on this matter.

Chairwoman Hafford asked the Board if there were any questions or comments.

Mr. Perlow asked the Department of Planning if the other two plans for Ruxton Riderwood Lake Roland were approved and adopted by the Planning Board and County Council. Mr. Lafferty stated they were; the process, whether initiated by staff or the community, was that the plan would come before the Planning Board, then forwarded to the County Council for adoption, and then adopted as part of the Master Plan.

Mr. Holupka questioned if the community had considered Ms. Dulay’s issue and/or had considered providing access from the east side. Mr. Budnitz stated that they had reached out to State Highways in the past, and their primary focus was to keep traffic on Charles Street moving.

Mr. Warren asked if the whole development was inside or outside the URDL. Chairwoman Hafford stated it was inside the URDL.

Ms. Pinheiro and Mr. Heckman stated they lived in the Ruxton Riderwood Lake Roland Community.

There were no other questions or comments.

With no further speakers, Chairwoman Hafford thanked Ms. Laham, Mr. Murray, and the members of the public for their participation. She advised that, following the adjournment of the Public Hearing, the Board would immediately reconvene to vote on the Ruxton Riderwood Lake Roland Area Community Plan.

**Adjournment of the Public Hearing**

Chairwoman Hafford called for a motion to adjourn the Public Hearing. Mr. Warren moved to adjourn the Public Hearing. Mr. Heint seconded the motion, which passed at 5:36 PM with affirmative votes being cast by Mr. Arrey, Ms. Brophy, Mr. Fotis, Ms. German, Mr. Heckman, Mr. Heint, Mr. Holupka, Mr. Johnson, Mr. McGinnis, Mr. Perlow, Ms. Pinheiro, Mr. Warren, and Ms. Wolfson. There were no dissenting votes.

The Public Hearing adjourned at 5:36 PM.

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**Baltimore County Planning Board Meeting Minutes  
January 5, 2023**

**Call to Order, Introduction of Board Members**

Chairwoman Hafford called the meeting to order at 5:36 PM and welcomed everyone. A roll call to account for the members of the Board was conducted and the following members were:

Present	Absent
1. Ms. Nancy Hafford, Chair 2. Mr. Peter Arrey	



<ol style="list-style-type: none"> <li>3. Ms. Brophy</li> <li>4. Mr. George Fotis</li> <li>5. Ms. Beverly German</li> <li>6. Mr. Mark Heckman</li> <li>7. Mr. Steven Heinl</li> <li>8. Mr. C. Scott Holupka</li> <li>9. Mr. Derick Johnson</li> <li>10. Mr. Wayne McGinnis</li> <li>11. Mr. Howard Perlow</li> <li>12. Ms. Cathryn Pinheiro</li> <li>13. Mr. Todd Warren</li> <li>14. Ms. Cathy Wolfson</li> </ol>	
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Attending County staff included the following Department of Planning representatives: Mr. Steve Lafferty, Ms. Amy Mantay, Ms. Jenifer Nugent, Ms. Ngone Seye Diop, Ms. Alexandra Laham, Mr. Austin Broderick, Mr. Henry Ayakwah, Ms. Courtney Rachuba, Ms. Laura Wolfe, and Ms. Taylor Bensley.

**Item for Discussion and Vote**

1. Ruxton Riderwood Lake Roland Area Community Plan

Chairwoman Hafford welcomed Ms. Laham of the Community Planning division of the Baltimore County Department of Planning to provide any additional information on the Ruxton Riderwood Lake Roland Area Community Plan. Ms. Laham had no additional comments.

Chairwoman Hafford opened up the floor for discussion amongst the Board members.

Ms. Brophy asked who the Association Board was composed of. Mr. Cahn stated there were seven sections of the community and there was accurate representation from each section; he noted that Board members were elected.

With no further discussion or questions, Chairwoman Hafford called for a motion on the Ruxton Riderwood Lake Roland Area Community Plan.

Mr. Holupka moved that the Baltimore County Planning Board approve the Ruxton Riderwood Lake Roland Area Community Plan, and recommended it be forwarded to the County Council for appropriate action.

Mr. Warren moved to amend to the motion to add language to the Plan to encourage pedestrian improvements to allow individuals to safely cross Charles Street to access Lake Roland Park. Mr. Arrey seconded the amendment, which passed at 5:41 PM with affirmative votes being cast by Mr. Arrey, Ms. Brophy, Mr. Fotis, Ms. German, Mr. Heckman, Mr. Heinl, Mr. Holupka, Mr. Johnson, Mr. McGinnis, Mr. Perlow, Ms. Pinheiro, Mr. Warren, and Ms. Wolfson. There were no dissenting votes.

Mr. Johnson reiterated Mr. Holupka’s question from earlier in the meeting on why pedestrian and bicycle enhancements were removed from the Plan. Chairwoman Hafford stated that the community’s priorities have changed.

Mr. Holupka moved that the Baltimore County Planning Board approve the Ruxton Riderwood Lake Roland Area Community Plan as amended by Mr. Warren's motion, and recommended it be forwarded to the County Council for appropriate action<sup>1</sup>. Mr. McGinnis seconded the motion, which passed at 5:44 PM with affirmative votes being cast by Mr. Arrey, Ms. Brophy, Mr. Fotis, Ms. German, Mr. Heckman, Mr. Heidl, Mr. Holupka, Mr. Johnson, Mr. McGinnis, Mr. Perlow, Ms. Pinheiro, Mr. Warren, and Ms. Wolfson. There were no dissenting votes.

### **Adjournment of the Public Hearing**

Ms. Bensley reminded the Board of the upcoming Capital Improvement Program process, stating that County agency presentations would begin on January 19<sup>th</sup>.

Chairwoman Hafford thanked the Board and members of the public for their time on the matter and then called for a motion to adjourn the meeting. Ms. Wolfson moved to adjourn the meeting. Mr. Warren seconded the motion, which passed at 5:46 PM with affirmative votes being cast by Mr. Arrey, Ms. Brophy, Mr. Fotis, Ms. German, Mr. Heckman, Mr. Heidl, Mr. Holupka, Mr. Johnson, Mr. McGinnis, Mr. Perlow, Ms. Pinheiro, Mr. Warren, and Ms. Wolfson. There were no dissenting votes.

The meeting adjourned at 5:46 PM.

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<sup>1</sup> Note: The following was added to Ruxton Riderwood Lake Roland Area Community Plan prior to it being sent to County Council for review and approval to address the Planning Board's approved motion:

*In Section 1, Goal 3, Add Action 4:  
Work with Baltimore County and the State Highway Administration to make improvements by providing crosswalks and additional sidewalks to enable safe pedestrian crossing of Charles Street to access Lake Roland.*