

MINUTES

Baltimore County Planning Board Meeting

May 4, 2023

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Note: A copy of the appendices is located in the official digital Planning Board files.

Baltimore County Planning Board Meeting Minutes
May 4, 2023

Call to Order, Introduction of Board Members

Chairwoman Hafford called the meeting to order at 4:00 PM and welcomed everyone. A roll call to account for the members of the Board was conducted. Through the meeting, the following Board members were:

Present	Absent
<ol style="list-style-type: none"> 1. Ms. Nancy Hafford, Chair 2. Mr. Peter Arrey 3. Ms. Emily Brophy 4. Ms. Beverly German 5. Mr. S. Chris Haffer 6. Mr. Mark Heckman 7. Mr. Shafiyq Hinton 8. Mr. C. Scott Holupka 9. Mr. Derick Johnson 10. Mr. Wayne McGinnis 11. Mr. Howard Perlow 12. Mr. Todd Warren 13. Ms. Cathy Wolfson 	<ol style="list-style-type: none"> 1. Mr. Steven Heinel 2. Ms. Cathryn Pinheiro

Attending County staff included: Mr. Steve Lafferty, Ms. Amy Mantay, Ms. Jennifer Meacham, Ms. Jenifer Nugent, Ms. Ngone Diop, Ms. Krystle Patchak, Ms. Amy Menzer, Mr. Austin Broderick, Ms. Courtney Rachuba, and Ms. Taylor Bensley, all of the Department of Planning.

Review of Today’s Agenda

Ms. Bensley reported there were no changes to the Tentative Agenda published April 27, 2023.

Minutes of the April 20, 2023 Meeting

Chairwoman Hafford asked the Planning Board members if they had any changes to the April 20, 2023 Minutes. Hearing none, Chairwoman Hafford called for a motion to approve the Minutes as drafted. Mr. Perlow moved to approve the Minutes as drafted. Mr. Arrey seconded the motion, which passed at 4:02 PM with affirmative votes being cast by Mr. Arrey, Ms. Brophy, Ms. German, Mr. Haffer, Mr. Heckman, Mr. Hinton, Mr. Holupka, Mr. Johnson, Mr. McGinnis, Mr. Perlow, Mr. Warren, and Ms. Wolfson. There were no dissenting votes.

Item for Introduction

1. Baltimore County Master Plan 2030

Chairwoman Hafford informed the Board that the first item on the agenda was a presentation by Ms. Amy Mantay, Deputy Director of the Department of Planning, on the Baltimore County Master Plan 2030. She stated that the item would be introduced and then the Board would be asked to schedule a virtual Public Hearing for May 18th. She noted that the Board was scheduled to deliberate on the matter at the June 1st meeting, and would be voted on at the June 15th meeting. She then welcomed Ms. Mantay.

Ms. Mantay began introducing Master Plan 2030, Baltimore County’s 10-year comprehensive plan, to the Board. She noted that the presentation was only an overview of the Plan and that a more in-depth

presentation would be presented to the Board at the Public Hearing on May 18th. Ms. Mantay briefly discussed the Plan themes and goals, format, and the elements included in the Plan: Growth Framework, Vision Framework, Place Types Map, and the Water Resources Element.

Before concluding her presentation, she explained that community engagement had been the foundation of Master Plan 2030. She stated that the Department of Planning had created online platforms to help engage the community, which included virtual sessions that were done in two phases. The sessions included a total of 57 meetings, 1,560 attendees, and generated 5,200 comments. Ms. Mantay discussed that from April 3-14 of 2023, the County held an open comment period on the draft Master Plan and during that time, they received 184 comments. She stated the Department was reviewing the comments and determining the edits needed to be made to the existing Master Plan draft. She noted that about 70 comments received did not pertain to the Master Plan and would be addressed during the Small Area Plan process. She concluded her presentation and asked that the Planning Board set a public hearing for May 18th.

Chairwoman Hafford thanked Ms. Mantay for her presentation and opened the floor for questions and comments from the Board.

Ms. Brophy wanted to confirm when the Board would get a more in-depth presentation of Master Plan 2030. Ms. Mantay responded that the more in-depth presentation would be at the Public Hearing on May 18th.

Mr. Haffer thanked Ms. Mantay for the informative presentation and stated he was concerned about the number of comments from the community being accurate. He stated that the numbers were only from those individuals that were computer literate, and therefore may not correctly represent all constituents. He suggested that the Department add comments about the location, race and ethnicity, and other characteristics. He then asked about the metrics of the comments process. Ms. Mantay stated she would discuss the methodology at the May 18th meeting.

Ms. Wolfson asked if she could be directed to the Small Area Plans Process on the website. Ms. Mantay gave directions on how she could locate the information.

As a follow up to Mr. Haffer's question, Mr. Holupka asked if the unit of analysis of the metrics was census tracts. Ms. Jennifer Meacham, Chief of the Research, Analysis, and Design Division of the Department of Planning, stated that the unit of metrics was GIS layers, sometimes smaller than census tracts, and that they would be discussed in greater depth during the May 18th presentation.

With no further comments or questions from the Board, Chairwoman Hafford called for a motion to schedule a virtual Public Hearing on the Master Plan 2030. Mr. Holupka moved that, in accordance with Section 32-2-201 of the Baltimore County Code, the Baltimore County Planning Board set a virtual Public Hearing for citizen comments on the Master Plan 2030 for Thursday, May 18, 2023 at 5:00 PM. Mr. Warren seconded the motion, which passed at 4:17 PM with affirmative votes being cast by Mr. Arrey, Ms. Brophy, Ms. German, Mr. Haffer, Mr. Heckman, Mr. Hinton, Mr. Holupka, Mr. Johnson, Mr. McGinnis, Mr. Perlow, Mr. Warren, and Ms. Wolfson.

Chairwoman Hafford reminded the Board that the Public Hearing would be conducted virtually.

Special Presentation by the Department of Planning

2. Comprehensive Zoning Map Process (CZMP) Overview

Chairwoman Hafford stated next on the agenda was another presentation by Ms. Mantay to provide an overview of the Comprehensive Zoning Map Process (CZMP). She noted that the Board would have the opportunity to ask questions on the process after the presentation. She then welcomed Ms. Mantay.

Ms. Mantay began her presentation of the Comprehensive Zoning Map Process (CZMP). This presentation included an overview of the process, how to file a CZMP issue, issue analysis and public information, hearings, recommendations, and decision, common terms, and contact information. She discussed with the Board the timeline of the CZMP process. This timeline included four phases; filing periods, issue analysis and public information, Planning staff & Board hearings and recommendations, and County Council hearings and decisions. Ms. Mantay shared statistics from previous years with the Board. She explained the groups that could file issues and the dates they were able to do so, along with the structure in which an issue was filed, and the cost of filing. She discussed the types of notifications that the County provided to the public, which included posted signs and letters.

Ms. Mantay stated that the CZMP Hub was available online for public access and information. She informed the Board that there would be seven Planning Board public hearings, one in each Council District, for the public to come and speak on issues in February 2024. She stated that once all public hearings, staff analysis report, agency comments, and input from the County Executive were completed, staff recommendations would be published in the Log of Issues. She continued that after staff recommendations, the Planning Board would review and discuss issues at the Planning Board work sessions, conducted in April 2024. Once work sessions were completed, final recommendations would be completed in early May 2024, and then transmitted to County Council shortly thereafter. She noted that the County Council would conduct Public Hearings in June 2024 and final decisions would be made at a County Council meeting in September 2024.

Ms. Mantay then shared some common terms, contact information for general CZMP questions, and contact information for the Community Planners within the Department of Planning. She noted that the Community Planners were organized by Council district. She concluded her presentation and thanked the Board for their time.

Chairwoman Hafford thanked Ms. Mantay for her presentation and wanted to alert the Board that they may receive phone calls/emails from constituents during CZMP. She then opened up the floor for questions or comments from the Board.

Mr. Haffer stated he was concerned about the filing cost, and questioned what individuals could do in the event they could not afford to file an issue. Ms. Mantay stated that the Department would urge that they call their Planning Board member, any Community Associations in their district, or meet with their County Councilperson.

Mr. Haffer stated that he wanted to remind the Board that the feedback they would receive would not represent all constituents, but rather from individuals who were computer literate and understanding of technology.

Mr. Haffer asked if the area Planner for District 7 could be acknowledged at the Public Hearings in February in his absence. Mr. Lafferty stated that the Community Planner would be present and that Mr. Haffer could have someone in the audience taking notes. Mr. Haffer asked that they be acknowledged for being there on his behalf. Mr. Lafferty stated they could acknowledge that Mr. Haffer had previous commitments but there would be someone present in the audience in his absence. Mr. Haffer thanked Mr. Lafferty.

Mr. Warren asked if Board members would have a copy of the log of issues during the hearings so they could take notes. Ms. Mantay confirmed they would.

Ms. Wolfson questioned the orientation of the signs and if they were parallel or perpendicular to the road. Ms. Mantay stated she would check with Permits, Approvals, and Inspections for the requirements of the signs.

Mr. Perlow stated he would also be away in February for the Public Hearings and suggested the Board to confirm if they would be present at the Public Hearings.

There were no other questions or comments from the Board.

Other Business

3. 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, which included:

- a. Bill 15-23 – Zoning Regulations – Medical Clinic and Medical Office Uses in the Business
- b. Resolution 6-23 – Approval of Maryland Rural Legacy Plan Applications

Adjournment of the Board Meeting

Before adjournment of the meeting, Chairwoman Hafford reminded the Board that the next meeting was Thursday, May 18th would be virtual.

Chairwoman Hafford then called for a motion to adjourn the meeting, Ms. Brophy moved to adjourn the meeting. Mr. Heckman seconded the motion, which passed at 4:45 PM with affirmative votes being cast by Mr. Arrey, Ms. Brophy, Ms. German, Mr. Haffer, Mr. Heckman, Mr. Hinton, Mr. Holupka, Mr. Johnson, Mr. McGinnis, Mr. Perlow, Mr. Warren, and Ms. Wolfson. There were no dissenting votes.

The meeting adjourned at 4:45 PM.