

BREAKING GROUND

Development Community News from the Calvert County Department of Planning & Zoning

VOL. 1, Spring 2020

A Message from the Calvert County Board of County Commissioners

The Calvert County Board of County Commissioners (BOCC) is committed to being transparent and keeping our community informed. Please see below for the latest updates:



- **Stop the spread:** The BOCC and the Calvert County Health Department remind residents that staying home and avoiding contact with anyone outside of the household is vitally important in slowing the spread of Coronavirus Disease 2019 (COVID-19).
- **Don't wait in a medical emergency:** Calvert County residents are urged not to avoid the emergency room if experiencing signs of a medical emergency. Even during a pandemic, emergency systems in Calvert County are equipped and ready to help anyone experiencing serious symptoms.
- **State of Emergency extended:** The BOCC has voted to extend the declaration of a local State of Emergency for Calvert County. This action enables us to remain at a heightened state of readiness, with the flexibility we need to respond swiftly as this crisis evolves. The state of emergency will expire 60 days after the declaration first went into effect, unless terminated earlier.
- **Business Resources:** The Calvert County Department of Economic Development continues to urge all business owners to visit the Department of Economic Development's virtual [business resource portal](#) for COVID-19 business information and updates as well as our new "[The Business Tools for Tough Times](#)" [web page](#). These pages include a compilation of free online resources that may be helpful in analyzing your current business situation, conducting a confidential checkup or finding information that can help get your business back on track.
- **Census 2020:** As our community confronts COVID-19, the importance of the 2020 Census is becoming even more clear. Census data informs decisions about critical health care services – including the future allocation of vaccines and funding for emergency services. It's important, easy, safe and confidential – and only takes a few minutes. Complete the 2020 Census today online or by phone. Learn more at <https://2020census.gov>.

Calvert County Government continues to share the latest updates surrounding our county's response to COVID-19 including any precautionary measures, guidance and closures through a virtual resource center at www.CalvertCountyMd.gov/Coronavirus. You can also receive updates on the county's Facebook page at www.facebook.com/CalvertCountyMd and Comcast Channel 6.

Meet Planning & Zoning Director Mary Beth Cook

I am both grateful and excited to have been appointed by the Board of County Commissioners to represent the county as the next Planning & Zoning director. More than 29 years of experience in public service has provided me the privilege of



understanding how the work I do impacts the lives of county citizens. My goal moving forward is to work with wonderful staff to fulfill the vision of our community.

Planning & Zoning Director Mary Beth Cook

PRINCE FREDERICK TOWN CENTER MASTER PLAN UPDATE



The Prince Frederick Town Center Master Plan sets policies and actions that guide the physical development within the town center, including private and public development. The Planning & Zoning Department is holding a series of public meetings to provide opportunities for citizens to provide input for the Prince Frederick Town Center Master Plan update. Citizens are also encouraged to [visit online](#) and take a brief survey to provide feedback about Prince Frederick Town Center.

The master plan was originally adopted in 1989. To view videos of past meetings, visit the [county's website](#). To sign up to receive email messages of events visit www.calvertcountymd.gov, click "Notify Me," and under the News Flash heading, select "Planning & Zoning." To learn about future events and check the status of this project, visit www.calvertcountymd.gov/TownCenters.



2020 CENSUS

The once-a-decade population count provides data on communities, including trends in the population, projection of growth and information on demographics. The data is valuable to businesses and helps inform better decision making regarding business expansions, closures, hiring strategies and other business practices to decrease perceived risks and increase return on investments. Join the U.S. Census Bureau to spread the word about the importance of the 2020 Census and help ensure a complete and accurate count.

- Responding to the census is easy, safe and important to providing our children, families and neighbors with the resources they need and deserve for the next decade.
- Completing your census form enables Calvert County to get the funding necessary to help our families, neighbors and communities live, work, play and grow.
- You can respond online, by phone or by mail.
- Calvert County is committed to ensuring every resident is counted in order to provide excellent public services and resources.
- Discover events and resources for all residents to learn about and complete the census questionnaire at www.CalvertCountyMd.gov/Census.
- The goal of the census is to count everyone who lives in the United States. It is conducted every 10 years and is required by the U.S. Constitution. For each adult, child and baby not counted, we miss out on approximately \$18,250 per person in federal funding over the next 10 years.
- Ensuring that everyone is counted once, only once and in the right place is vital to planning for public health and safety, schools, transportation projects, funding public programs and ensuring equal representation in Congress.
- Most households will receive an invitation to be counted in mid-March. Respond online, by phone or by mail. Learn more at www.CalvertCountyMd.gov/Census.

Join the U.S. Census Bureau to spread the word about the importance of the 2020 Census and help ensure a complete and accurate count. Contact the regional census center for Maryland (located in Philadelphia) by phone at 267-780-2530 or email at Philadelphia.rcc.partnership@2020census.gov.

For the latest updates on the 2020 Census, visit www.2020census.gov.

To read the Partnership Fact Sheet, visit <https://www2.census.gov/about/partners/general/fact-sheet-businesses.pdf?#>.

For updates on the Calvert County Census 2020 Complete Count Committee, visit <http://www.calvertcountymd.gov/2543/Census-2020>.

TRANSPORTATION PLAN UPDATE



On Jan. 15, 2020, the Planning Commission voted to move forward with the Transportation Plan, January 2020 draft, to the Board of County Commissioners (BOCC) as the recommended plan for adoption. On Feb. 4, the BOCC held a work session on the January 2020 draft. The BOCC directed staff to make minor edits and to schedule a public hearing. Changes were made to the draft as directed and a public hearing was held Feb. 25 at the BOCC regular meeting. The record was held open until March 10, 2020 at 4:30 p.m. On March 24, 2020 at their regular meeting, the BOCC adopted the Calvert County Transportation Plan www.calvertcountymd.gov/transportationplan.



UPDATES TO THE CALVERT COUNTY ZONING ORDINANCE AND OFFICIAL ZONING MAPS ARE UNDERWAY

The ordinance rewrite and map revisions are being completed following the adoption of the Calvert County Comprehensive Plan. As required by the State Land Use Law, the ordinance must be consistent with the adopted comprehensive plan. Additionally, the ordinance is being reorganized and reformatted to be more user friendly for citizens to look up the county's zoning regulations. Ordinance chapters are being combined for ease in finding information. Keep checking the [Calvert 2040](#) page on the Calvert County website for updates including schedules for citizen participation to provide input on the draft ordinance and map.

COST OF SERVICE PROPOSAL UPDATES

The Department of Planning & Zoning has been assessing the cost of services for development review, inspections and permits, and zoning and code enforcement. The assessment determined that no fees are imposed for many critical services provided by the department; many of the current fees have not been updated in 20 years or more; existing fee structure does not cover the cost of services; in most cases, current fees are considerably lower than many of the surrounding jurisdictions; and the lack of fees results in inadequate resources for staffing and technological support, which diminishes customer service.



Department staff have held two previous work sessions with the Board of County Commissioners (BOCC) and have prepared a draft chart of proposed fees for consideration by the BOCC to discuss the fee assessment and to seek guidance on the matter. A third work session to review the department's proposed fees structure was held with the BOCC on Feb. 25, 2020. The BOCC directed staff to include the proposed fee schedule in the county's proposed [FY 2021](#) budget. For additional information, please contact Carolyn Sunderland, acting deputy director, at 410 535-1600, ext. 2380 or at Carolyn.Sunderland@calvertcountymd.gov.

NEW EMPLOYEES/PROMOTIONS

We want to keep you informed on personnel changes in the department for employees that you may deal with on a regular basis. Stop in and introduce yourself!

Inspections and Permits New Employees/Promotions:

- Katyln Loman – Permit Technician
- Danielle Misal – Permit Technician
- Katie Strauss – Office Assistant III

Planning & Zoning New Employees/Promotions:

- Mary Beth Cook – Director
- Judy Mackall – Deputy Director/Zoning Officer
- Carolyn Sunderland – Deputy Director/Planning
- Ruth Davis-Rogers – Planner II
- Judy Holt – Planner II
- Scarlett Oller – BOA Clerk
- Zoning Planner – Vacant
- Planner I – Vacant
- Office Assistant II – Vacant
- Planning Commission Administrator – Vacant/Rachel O’Shea Acting

Department of Public Works New Employees/Promotions:

- Lindsay Halterman – Project Engineer I
- Kevin Shaver – Project Engineer II
- Jason Leavitt – Project Engineer II
- Doug Ostazeski Departure April 17 – Division Chief
- Rai Sharma Retirement April 10 – Director
- Danielle Conrow – Acting Director

State Highway Administration – Replacing Erich Florence

- Jonathan Makhlof, P.E. – Regional Engineer – Access Management
410-841-1084, Jmakhlof2@mdot.maryland.gov



RECENT TEXT AND MAP AMENDMENTS

- MA 19-01 – Rezoning of 4250 and 4260 Hunting Creek Road, Huntingtown, effective Nov. 29, 2019
- MA 19-02 – Rezoning of 4110 Old Town Road, Huntingtown, effective Nov. 29, 2019
- MA 19-03 – Proposed rezoning of 4150 Old Town Road (aka 201 Dismondy Drive), Huntingtown, (Tax Map 18, P/O Parcel 550), in process (sent out for 60-day State Clearinghouse review)
- TA 19-04 – Proposed text amendment to require mandatory concept review for commercial site development plans, public hearing held Jan. 28, 2020 and record held open for 30 days.
- TA 19-05 – Proposed text amendment to the Calvert County Zoning Ordinance to permit office, non-medical, medical or clinic in the neighborhood and residential zoning districts of Huntingtown Town Center, in process (distributed to agencies, boards and commissions for their comments)

GET INVOLVED IN LOCAL GOVERNMENT

Every day, decisions made by Calvert County government officials impact you. Now is a great time to get involved. The **Board of County Commissioners** has established many boards, commissions and committees that offer Calvert County citizens an avenue to actively participate in local government.



These boards deal with health and welfare, social programs,

environmental issues, agricultural preservation, economic development, tourism, architectural review, women's issues, elderly issues and much more.

[Search the Volunteer Boards and Commissions](#)

Current Vacancies

If you would like to get involved, please see our [current vacancies](#). You can [subscribe](#) to receive emails automatically to notify you of current vacancies. Vacancies are also published in local publications.

Application Form

[Online Application Form](#)



UPCOMING HOLIDAYS FOR 2020

To help you plan for submittals, inspections, etc., Calvert County Government will be closed for the following holidays:

Monday, May 25: Memorial day

TEG/SEG DATES AND INFORMATION

The Technical Evaluation Group (TEG) and Subdivision Evaluation Group (SEG) review site plans and subdivisions in order to ensure that proposed and existing commercial development complies with all county ordinances and state regulations. The TEG/SEG members review and provide comments on proposed projects and revisions to plans within the time guidelines of the Site Plan and Subdivision Process Chart.



TEG meetings are held on the fourth Wednesday of each month (except for November and December due to the holidays) at 8:30 a.m. Meetings are held in the third floor conference room (Planning & Zoning), 150 Main St. in Prince Frederick. Use the link below for schedules and additional information.

<https://www.calvertcountymd.gov/DocumentCenter/View/30692/OFFICIAL-2020-SITE-PLAN-SUBDIVISION-PROCESS-CHART-12-18-19>



BOARD OF APPEALS (BOA)

Visit the link below for 2020 BOA schedule, agendas and information.

<http://www.calvertcountymd.gov/797/Board-of-Appeals>

PLANNING COMMISSION MEETINGS FOR 2020

Visit online for a schedule of 2020 Planning Commission meetings.

<https://www.calvertcountymd.gov/2594/2020-Agenda-Calendar>



Please contact Olivia Vidotto at Olivia.Vidotto@calvertcountymd.gov or 410-535-1600, ext. 2379 if there are topics of interest or information you would like to see an article on.

CONTACT INFORMATION

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WWW.CALVERTCOUNTYMD.GOV