



**DEPARTMENT OF PLANNING & ZONING**  
INTEROFFICE MEMORANDUM

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**TO:** Calvert County Planning Commission  
**VIA:** J. Mark Willis, Director, Department of Planning & Zoning  
Britany J. Waddell, AICP, Deputy Director of Planning *BW*  
**FROM:** Carolyn V. Sunderland, AICP, Planning Commission Administrator *[Signature]*  
**DATE:** January 12, 2018  
**SUBJECT:** Calvert County Comprehensive Plan Update – Topics of Discussion for Joint Workshop with the Board of County Commissioners, February 6, 2018

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**Background:**

On January 10, 2018, the Planning Commission held a work session on the Calvert County Comprehensive Plan Update. The purpose of the work session was to provide guidance to staff and the consultant, WSP, concerning comments received on the first draft plan and to formulate topics for discussion with the Board of County Commissioners (BOCC) at the joint work session scheduled for February 6, 2018 at 12:15 p. m. at the Harriett Brown Community Center, 901 Dares Beach Road, Prince Frederick.

**Discussion:**

In preparation for the work session on January 10, 2018, staff and the consultant reviewed the comments received on the first draft plan. From the review, it was garnered that there were a number of commonly-shared concerns that were expressed by multiple individuals and organizations. The consultant's memorandum to the Planning Commission, dated January 5, 2018, listed those concerns and provided additional background for your consideration, as follows:

- Completeness of the document, with particular concern for two topics: historic preservation and government, which appear in the 2010 Comprehensive Plan but are not elements required by state law
- The Implementation Element was not included in the October draft
- The effects of the plan updates, especially the proposed Town Center expansions, on the county's development capacity, and the status of the previously-adopted growth target of 37,000 dwelling units
- Proposed expansion of boundaries for some Town Centers and proposed Villages
- Policies on the provision of sewer service outside the Town Centers and proposed Villages
- The traffic impacts of the updated land use patterns
- The treatment of appearance standards

During the work session, the Planning Commission reviewed the topics. By consensus, the Planning Commission decided the following topics should be discussed at the joint work session: 1) the list of topics from the Planning Commission's work session, with emphasis on the county's water and sewer infrastructure and the proposed expansion of the Huntingtown Town Center relative to its Priority Funding Area, 2) the potential impacts of designating some minor Town Centers as Villages, 3) the potential impacts of the draft Land Use Plan, especially the proposed changes to the existing Town

Centers on the county's development capacity and future growth, 4) the possibility of conducting a county-wide traffic study (local travel demand model), and 5) the request from the public to extend the comment period for the second draft plan to 90 days. The Planning Commission then agreed that topics for the joint work session warranted further discussion and directed staff to amend the January 17, 2018, Regular Meeting agenda to include the subject as an item of Discussion/Action.

**Conclusion/Recommendation:**

For further consideration and action.