

BREAKING GROUND

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

VOL. 1, Spring 2021



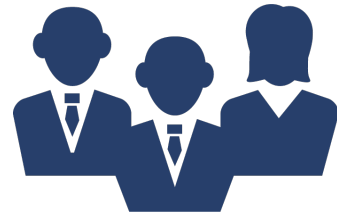
While the Calvert County Government offices remain closed to the public, the Department of Planning & Zoning (P&Z) continues to offer all services via outside drop box, email, phone and virtual meetings.

WE MOVED!

During the month of March, the Department of Planning & Zoning (P&Z), including the Office of Inspections & Permits, moved from the County Services Plaza, 150 Main Street, into the Courthouse Square building at 205 Main Street, Prince Frederick. Mailboxes for drop-off and pickup are available at both locations. The mailboxes at the County Services Plaza will be removed upon completion of the move. If you have questions, contact staff during normal business hours as all phone numbers and email addresses will remain the same.

Staff Changes

Keeping you informed on personnel changes within the departments that you may deal with on a regular basis.



Retirements:

- Billy Hooper – Grading Inspection Supervisor, retirement effective March 26, 2021
- John Swartz – Environmental Regulator, retirement effective April 9, 2021

Promotions/Transfers/New Hires:

- Scarlett Oller-Sutton – promoted to Zoning Enforcement Specialist
- Katie Loman – promoted to Public Works Executive Administrative Assistant II
- Christine Goldsmith – transferred to Board of Appeals Clerk
- Christopher Sperling – hired as Historic Planner III
- Maureen Frederick – BOA Coordinator
- James Ritter – Acting Deputy Director for Enterprise Fund

COVID-19 VACCINATION REGISTRATION



PREREGISTER FOR THE COVID-19 VACCINE ONLINE

All Calvert County residents age 18 and older who wish to receive a COVID-19 vaccination may [preregister online](#) now for vaccination through the [Calvert County Health Department](#). Appointments will be made available based on the state prioritization plan, but all age groups may preregister through the county.

PREREGISTER OVER THE PHONE

A call center is also available to assist Calvert County residents who wish to preregister for the vaccination over the phone. For assistance, residents may call 410-535-0218, Monday through Friday from 7 a.m. to 7 p.m.

When doses become available, an invitation to schedule an appointment will be emailed to you. **Be sure to keep an eye on your spam or junk mail folders to ensure you see it right away.**

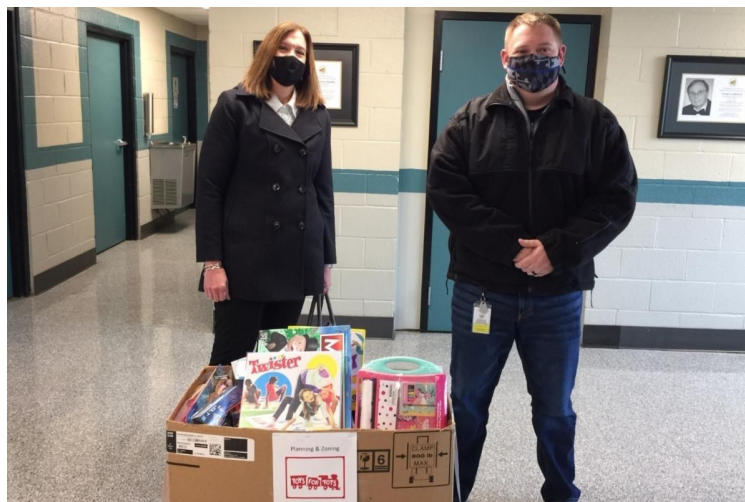
Residents are reminded not to share appointment scheduling links and to keep in mind that if you share your link, you are taking a vaccine away from someone else and may be turned away. You may visit [the COVID-19 virtual resource center](#) for answers to frequently asked questions. Please contact your primary care physician for any health questions related to the vaccine.

Visit the [Maryland vaccine portal](#) to locate additional vaccine clinics near you. If you are vaccinated through one of these clinics, please remove your name from the Calvert County Government preregistry by calling 410-535-0218.

Planning & Zoning

December 2020 News

Planning & Zoning donated to the Toys for Tots drive for Christmas last year. Pictured below, Mary Beth Cook and Chris Breedlove delivered the overflowing box with promises to do it again this year.



For Recording Packages for all Plats

If deeds for recording are required with the submittal package, they must be a general

warranty deed or a Certificate of Title for all dedications and easements. Please call Becky Parkinson at ext. 2377 with questions.

The Replatting Checklist has been updated and is available [on the Calvert County Government website](#).

Condominium Plats

Per a memo sent Feb. 1, 2005, please make sure the following is on all sheets for recording of condominium plats:

Notice of Recordation and Disclaimer:

The Calvert County Planning Commission and the Department of Planning & Zoning do not grant approvals to condominium plats but acknowledge the recordation.

Fees and Grandfathering

Complete application packages, subdivisions, site plans and replattings accepted on or before July 1, 2020, shall be deemed grandfathered for the purposes of fees and processes, until that stage has been completed. All submittals required/associated with the project, after completion of the grandfathered step, will be subject to current fees and processes.

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 watching the [Calvert 2040 webpage](#) for updates including schedules for citizen participation to provide input on the draft ordinance and map.

Board of Appeals

The Board of Appeals (BOA) meets monthly to consider variances, special exceptions and decisions on alleged error cases. The 2021 BOA schedule, agendas and information may be accessed on the [Board of Appeals webpage](#).

TEG/SEG Dates and Information

The Technical Evaluation Group (TEG) and the Subdivision Evaluation Group (SEG) reviews 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). The meetings begin at 8:30 a.m. and are held virtually. Visit the [Calvert County Government website](#) for the schedules and additional information.

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 Calvert County Planning Commission endorsed a three-phase process to update the master plans for the seven town centers:

- 1) Identify issues
- 2) Develop the plan
- 3) Adopt the plan

The first phase of the Prince Frederick Town Center Master Plan update kicked off in January 2020. The Department of Planning & Zoning, on behalf of the Planning Commission, has been conducting public meetings, surveys and workshops in preparation for updating the master plan for the Prince Frederick Town Center. The department has been working with the consultant team, Sabra & Associates, Inc., a Mead & Hunt Company, on the focus areas of land use and transportation.

At its meeting in January 2021, the Planning Commission directed staff to proceed with the second phase. At the Planning Commission's Feb. 17, 2021 meeting, Mr. Jamie Kendrick, AICP, Project Manager, Transportation, with Sabra & Associates, presented four strategic choices for the Planning Commission's review and discussion. The Planning Commission acknowledged the four strategic choices.

The county and consultant staff hosted a public workshop on behalf of the Planning Commission on Feb. 25, 2021. The workshop was held virtually via Zoom and was broadcast live on the county's website, Facebook and YouTube channels as well as Comcast channel 6 and HD 1070. During the workshop, participants worked in small groups on a scenario planning exercise. Participants were then provided the opportunity to share their thoughts on where and how the town center should further develop. To view the groups' scenarios, the video and other information from this and the prior public workshop and meetings, visit the [Prince Frederick Town Center Master Plan project webpage](#).

At the Planning Commission's meeting on March 17, 2021, Mr. Kendrick reviewed major themes from the workshop's planning scenario exercise and discussed a preferred land use scenario, transportation impacts and concepts and related policy and planning tools. The county and consultant staff hosted a virtual public meeting on March 31, 2021 to present a preferred land use scenario.

The county and consultant staff will work together to prepare the draft Prince Frederick Town Center Master Plan. The draft master plan is anticipated to be released to the public for comment this spring. Check the Town Center's project webpage for the latest details.

At the Planning Commission's meeting on Feb. 17, 2021, the Planning Commission directed staff to begin the process to update the master plan and zoning regulations for the Dunkirk Town Center. The kickoff meeting will be held later this spring.



Planning Commission Meetings for 2021

Until further notice, Planning Commission meetings are being held via Zoom due to COVID-19. The meeting will be available to the public via livestream through the county's [Meetings on Demand web page](#). The public may also call into the Zoom meeting using the phone number provided on the agenda for each meeting.

[Click here for the 2021 Annual Regular Meeting Schedule.](#)

UPCOMING HOLIDAYS FOR 2021

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

- Memorial Day: Monday, May 31
- Independence Day: Observed Monday, July 5



Please contact Olivia Vidotto at Olivia.Vidotto@calvertcountymd.gov or 410-535-1600, ext. 2379, if there are topics of interest or information you'd like included.

CONTACT INFORMATION

Carolyn Sunderland, AICP

Deputy Director

410-535-1600, ext. 2380

Carolyn.Sunderland@calvertcountymd.gov

Olivia Vidotto

Planner III

410-535-1600, ext. 2379

Olivia.Vidotto@calvertcountymd.gov



WWW.CALVERTCOUNTYMD.GOV