

Introduced _____
Public hearing _____
Council action _____
Executive action _____
Effective date _____

County Council of Howard County, Maryland

2007 Legislative Session

Legislative day # 2

BILL NO. 6 - 2007

Introduced by: Courtney Watson

Co-sponsored by: Calvin Ball, Jen Terrasa, and Mary Kay Sigaty

An Act amending the Howard County Code to require developers to send notice of pre-submission community meetings at least three weeks prior to the scheduled meeting and ~~allow Department of Planning and Zoning staff to attend, on request, pre-submission community meetings required for residential subdivision applications~~ allow citizens to request a meeting with a staff member of the Department of Planning and Zoning after the initial plan has been submitted to the Department of Planning and Zoning; and generally relating to pre-submission community meetings.

Introduced and read first time _____, 2007. Ordered posted and hearing scheduled.

By order _____
Sheila M. Tolliver, Administrator to the County Council

Having been posted & notice of time & place of hearing and title of Bill having been published according to Charter, the Bill was read for a second time at a public hearing on _____, 2007 and concluded on _____, 2007.

By order _____
Sheila M. Tolliver, Administrator to the County Council

This Bill was read the third time _____, 2007 and Passed ____, Passed with amendments ____, Failed ____.

By order _____
Sheila M. Tolliver, Administrator to the County Council

Sealed with the County Seal and presented to the County Executive for approval this _____ day of _____, 2007 at _____ a.m./p.m.

By order _____
Sheila M. Tolliver, Administrator to the County Council

Approved/vetoed by the County Executive on _____, 2007.

Ken Ulman, County Executive

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN ALL CAPITALS indicates additions to existing law. ~~Strikeout~~ indicates material deleted by amendment; Underlining indicates material added by amendment.

- 1 **Section 1. *Be it enacted by the County Council of Howard County, Maryland, that***
- 2 **Section 16.128 “Residential Infill Development”, of Article II “Design Standards and**

1 *Requirements” of Subtitle 1 “Subdivision and Land Development Regulations”, of Title 16*
2 *“Planning, Zoning and Subdivision and Land Development Regulations”, of the Howard*
3 *County Code is hereby amended to read as follows:*

4
5 **Title 16. Planning, Zoning and Subdivisions and Land Development Regulations**

6 **Subtitle 1. Subdivision and Land Development Regulations**

7 **Article II. Design Standards and Requirements**

8
9 **Sec. 16.128. Pre-submission community meetings; exceptions.**

10 *Pre-submission Community Meeting:* A pre-submission community meeting is
11 required prior to the initial submission of plans for all new residential developments
12 according to the following procedures:

13 (a) The initial plan submittal shall be as defined in section 16.108 of this subtitle.

14
15 (b) The meeting shall be:

16 (1) Held at a location within the community, preferably in a public or
17 institutional building located within approximately three miles of the
18 subject property; and

19
20 (2) Scheduled to start between 6 p.m. and 8 p.m. on a weekday evening, or to
21 be held between 9 a.m. and 5 p.m. on a Saturday, excluding all official
22 county holidays and Rosh Hashanah, Yom Kippur, Eid Ul Fitr or Eid Ul
23 Adha.

24
25 (c) The developer shall provide [[two]] THREE weeks advance notice regarding the
26 date, time, and location of the pre-submission community meeting to be held for a
27 new residential development project to:

28 (1) All adjoining property owners identified in the records of the State
29 Department of Assessments and Taxation, by first-class mail; and

1 (2) The Department of Planning and Zoning, which will place the meeting
2 notice on the Department's web site; and

3
4 (3) The Howard County Council; and

5
6 (4) Any community association that represents the area of the subject
7 property or any adjacent properties.

8
9 The property involved shall be posted with the time, date and place of the initial meeting. The
10 sign shall include the address of Department of Planning and Zoning's website. The property
11 shall be posted for at least two weeks immediately before the meeting. The poster shall be
12 double-sided, at least 48 inches by 48 inches in size and the typeface shall be at least two
13 inches in height. The Department of Planning and Zoning shall determine the number of
14 posters required and their location and the petitioner shall bear the expense of posting. The
15 posters shall be erected perpendicular to the road which serves as the mailing address of the
16 subject property. The Department of Planning and Zoning shall supply the posters. The
17 petitioner shall properly erect and maintain the posters.

18
19 (d) The pre-submission community meeting is for the developer to provide
20 information to the community regarding the proposed residential development
21 and to allow community residents to ask questions and make comments.

22
23 (e) A certification that meeting notices were mailed and a summary of the comments
24 made by residents at the pre-submission community meeting shall be transmitted
25 by the developer to the Department of Planning and Zoning when the initial plans
26 are submitted for County review.

27 ~~(F) A STAFF MEMBER OF THE DEPARTMENT OF PLANNING AND~~
28 ~~ZONING MAY ATTEND PRE-SUBMISSION MEETINGS TO EXPLAIN~~
29 ~~THE DEVELOPMENT PROCESS AND ANSWER ANY RELATED~~

1 ~~QUESTIONS UPON THE WRITTEN REQUEST OF ANY PARTY~~
2 ~~IDENTIFIED IN SECTION 16.128(C). THE WRITTEN REQUEST SHALL~~
3 ~~BE RECEIVED BY THE DEPARTMENT OF PLANNING AND ZONING~~
4 ~~AT LEAST TEN CALENDAR DAYS PRIOR TO THE SCHEDULED~~
5 ~~MEETING.~~

6 (F) CITIZENS MAY REQUEST A MEETING WITH A STAFF MEMBER OF
7 THE DEPARTMENT OF PLANNING AND ZONING TO REVIEW THE
8 DEVELOPMENT PROPOSAL AFTER THE INITIAL PLAN HAS BEEN
9 FORMALLY SUBMITTED TO THE DEPARTMENT.

10
11 ~~((F))~~ (G) If the developer does not submit plans to the Department of Planning and
12 Zoning within 1 year of the pre-submission community meeting, another pre-
13 submission community meeting and notification in accordance with subsection
14 b(1) of this section shall be required.

15
16 *Exceptions.* Minor residential subdivisions located outside of the Howard County
17 Planned Service Area for water and sewer are exempt from this requirement.

18
19
20
21 ***Section 2. Be it further enacted by the County Council of Howard County, Maryland, that***
22 ***this Act shall become effective 61 days after its enactment.***