**CITY OF ABERDEEN**

 **PLANNING COMMISSION**

 **ANNUAL REPORT 2016**

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**EXECUTIVE SUMMARY**

**The Land Use Article of the Annotated Code of Maryland requires the Planning Commission to prepare, adopt, and file an annual report of planning activities to the Maryland Department of Planning.**

**The Annual Report for the Planning Commission presents the zoning and development activities that occurred during the 2016 calendar year. It also highlights the major planning activities considered by the Commission.**

**This report was prepared for the Aberdeen Planning Commission by the Director of Planning and Community Development for the City of Aberdeen for the period of January 1, 2016 through December 31, 2016. The Aberdeen Planning Commission adopted this report on August 23, 2017.**

**The following citizens served on the Aberdeen Planning Commission:**

**Mark Schlottman, Chairman**

**Karen Heavey, Vice Chairman (resigned - September 2016)**

**Kevin Miller, Vice Chairman (deceased - September 2016)**

**Dominique Edwards**

**Charles Glassman**

**Terri Preston**

**Amy Snyder**

**James Baxendell**

**The following citizens served on the Aberdeen Board of Appeals:**

**John Landbeck, Chairman**

**Peggy Dymond**

**Patrick Faircloth, Vice Chairman**

**Jason Kolligs**

**Erick Stone**

**Amy Lindecamp, Alternate**

**The following citizens served on the Aberdeen Architectural Review Committee:**

**Gary Getz, AIA, NCARB**

**Douglas Kopeck, RLA**

**Merrill Messick, AIA**

**Dave O’Steen**

**Allen Philippe**

**CITY OF ABERDEEN PLANNING COMMISSION**

**ANNUAL REPORT**

**2016**

**INTRODUCTION**

**This year’s Annual Report includes a comprehensive review of the Development Code and Subdivision Regulations, an annexation request, a rezoning request, calendar year 2016 building permit activity, and approved site plans/subdivision plats. Each of these initiatives worked towards implementing the State’s vision for sustainable communities that protect the natural environment, direct growth, maintain and improve infrastructure, and include citizen participation in the process. The City did not have any restrictions on development in the designated Priority Funding Area during the 2016 reporting period.**

**According to the U.S. Census Bureau, the City of Aberdeen has a population of 15,580 making it the largest municipality by population in Harford County. The City is served by a diverse transportation system including one interstate highway (I-95), MARC commuter rail service and AMTRAK passenger service, CSX freight service, Harford Transit and MTA bus service, one federal highway (US 40) and five state highways (MD 22, MD 132, MD 462, MD 715, and MD 7). The City of Aberdeen functions as an independent municipality, providing many public services for its citizens. The City has its own zoning and planning authority, water and sewer services, police department, and public works department. Fire protection service is provided by the Aberdeen Volunteer Fire Department. Harford County Government provides schools, courts, additional police protection, health, recreation, transit links, and other community services.**

**PLANNING IN ABERDEEN**

**Legal Authority**

**The authority to plan for the City’s development and to enact and enforce laws relating to land planning and zoning is derived from the Local Government and Land Use Articles of the Annotated Code of Maryland and the City Charter.**

**Land use planning and regulation in Aberdeen is the responsibility of five official bodies: the City Council, the Department of Planning and Community Development, the Planning Commission, the Board of Appeals, and the Architectural Review Committee. The City Council adopts the Comprehensive Plan (hereafter referred to as the Plan), enacts legislation to ensure compliance with the Plan, adopts amendments to the Development Code and the Zoning Map, and funds capital improvements necessary to implement the Plan.**

**The Department of Planning and Community Development is responsible for the administration of planning and zoning within the City, and advises the Planning Commission and the Board of Appeals with regard to all zoning cases, annexations, subdivisions, site plans, and Development Code amendments.**

**The Board of Appeals is comprised of five members and one alternate appointed by the City Council. The Board considers applications for special exceptions, variances, and interpretations from the Development Code and appeals from administrative decisions related to planning and zoning.**

**The Architectural Review Committee (ARC) is comprised of five members appointed by the City Council. The ARC reviews site, signage, and landscaping plans for development projects located in the two established overlay districts.**

**Planning Commission**

**The Planning Commission is made up of seven members who are appointed by the City Council for staggered five-year terms. The Commission elects a Chairperson and Vice Chairperson from its membership for terms of one year, with eligibility for re-election. Mr. Mark Schlottman is Chairman and Mrs. Karen Heavey was Vice Chairman of the Planning Commission until September 2016 when she resigned from the Commission. Mr. James Baxendell replaced Mr. Kevin Miller after his death.**

**The Commission typically meets on the second Wednesday of each month at 7:00 p.m., in the City Council Chambers, 60 North Parke Street, Aberdeen. The agenda is posted on the City’s website and all meetings are open to the public.**

**The Commission is directly involved with all phases of the planning process. Certain powers and duties of the Commission are mandated by the Local Government and Land Use Articles of the Annotated Code of Maryland and the Code of the City of Aberdeen. The Commission is required to prepare and approve a Comprehensive Plan and recommend the Plan to the Council. The Commission reviews and approves recommendations to the Council for all preliminary site plans, preliminary and final subdivision plats, amendments to the Aberdeen Development Code, annexations and rezonings, changes or amendments to the Subdivision Regulations, and changes in land use or development arising from local, State, or Federal programs or policies. The Commission is required to file an Annual Report on its activities with the Mayor and Council and the Maryland Secretary of Planning. The new Commission members are working on completing the required Maryland Department of Planning – Planning Commission/Planning Board Education Course. Mr. Mark Schlottman completed the Maryland Open Meetings Training and received the Certificate of Training.**

**Planning Commission Activities**

**Sectional Map Amendment**

**The Commission did not review any sectional map amendments during this timeframe.**

**Zoning Reclassifications**

**The Commission reviewed a request to rezone two parcels of land – 727 and 811 Old Philadelphia Road from B-3 Highway Commercial District to M-1 Light Industrial District. The Commission recommended that the two properties be rezoned based on the facts that were presented.**

**Development Code Amendments**

**The Commission began a comprehensive review of the Code of the City of Aberdeen, Chapter 235 - Development Code in January 2015 and forwarded their recommendations of the revisions to the City Council in March 2017. The City Council made additional revisions and the Planning Commission held a Public Hearing on June 2017 to review the proposed changes. It is anticipated that the updated Development Code will be adopted in 2017 by the City Council.**

**Subdivision Regulations Amendments**

**The Commission reviewed amendments to the Code of the City of Aberdeen, Chapter 475 – Subdivision Regulations and forwarded their recommendations to the City Council.**

**Amendment to the 2011 Comprehensive Plan**

**No amendments were proposed or reviewed by the Commission in 2016.**

**Planning Commission Development Activity**

**The Commission conducted its regular review of subdivision plats, site plans, rezonings, and annexation requests. The Commission and staff review these requests and insure compliance with the Aberdeen Development Code, Comprehensive Plan, and Subdivision Regulations. Refer to the Map on Page 8 for the 2016 Development Activity. The following Development Activity was reviewed and actions noted:**

1. **Petition for Annexation for Hardy Family Series LLC, 249 East Bel Air Avenue, Tax Id#02 092212, Tax Map 59, Parcel 0016, Parcel A containing 0.9745 acres. The Planning Commission reviewed the annexation request at their 01/13/16 meeting and recommended approval to annex the land with B-3 zoning.**
2. **Preliminary Site Plan for Lot 2, Aberdeen Station, 744 South Philadelphia Boulevard, Zoning B-3 Highway Commercial District, Tax Id#02 036533, Tax Map 206, Parcel 2798, Lot 2, containing 1.30 acres. The proposed single-story retail building is 9,800 sq. ft. The Planning Commission approved the preliminary site plan on 04/13/16.**
3. **Revised Preliminary Subdivision Plan for Lidl, 621-623 South Philadelphia Boulevard, Zoning B-3 Highway Commercial District, Tax Id#02 022486, Tax Map 206, Parcel 2480, Lot 1, containing 6.62 acres. The purpose of the subdivision was to dedicate 0.19 acres for a road right-of-way and utility easements. The Planning Commission approved the revised preliminary subdivision plan on 05/18/16.**
4. **Revised Preliminary Site Plan for Lidl, 621-623 South Philadelphia Boulevard, Zoning B-3 Highway Commercial District, Tax Id#02 022486, Tax Map 206, Parcel 2480, Lot 1, containing 6.62 acres. The proposed retail building is 36,185 sq. ft. The Planning Commission approved the revised preliminary site plan on 05/18/16.**
5. **Revised Preliminary Site Plan for Stadium Towne Center, MD 22 and Churchville Road, Zoning IBD (Integrated Business District), Tax Map 51, Parcels #111, 751, 112, 879, 400, 592, 113, and 114, containing 12.912 acres. The proposed retail buildings are 48,100 sq. ft., convenience store with fuel pumps is 5,121 sq. ft., restaurant is 1,734 sq. ft., and day care center is 12,500 sq. ft. The Planning Commission approved the revised preliminary site plan on 06/01/16.**
6. **Preliminary Site Plan for NTB (aka National Tire and Battery), 320 South Philadelphia Boulevard, Zoning B-3 Highway Commercial District, Tax Id#02 011433, Tax Map 206, Parcel 1789, Lots 8-21, containing 0.93 acres. The proposed single-story retail building is 7,067 sq. ft. The Planning Commission approved the preliminary site plan on 10/12/16.**
7. **Rezoning Request for 727 Old Philadelphia Road, Tax Id#02 027283, Tax Map 209, Parcel 2570, containing 32.34 acres and 811 Old Philadelphia Road, Tax Id#02 027224, Tax Map 209, Parcel 2569, containing 4.92 acres. The Planning Commission reviewed the requests at their 11/28/16 meeting and their recommendation was to rezone the parcels from B-3 Highway Commercial District to M-1 Light Industrial District. The City Council approved the zoning reclassifications on 05/08/17 by adopting Resolution No. 17-R-03.**
8. **Preliminary Site Plan for Woodspring Suites, 710 South Philadelphia Boulevard, Zoning B-3 Highway Commercial District, Tax Map, 206, Parcel 2477, containing 3.33 acres. The proposed hotel will have 91 rooms. The Planning Commission approved the preliminary site plan on 12/14/16.**

**Other Planning Staff Work Efforts**

**The Departments of Planning and Community Development and Public Works completed an update to the Adequate Public Facilities Ordinance (APFO). The APFO was adopted by the City Council on March 2016. The Development Code and Subdivision Regulations were also revised and recommended for approval by the Planning Commission.**

**DEVELOPMENT PATTERN CHANGES IN 2016**

**In calendar year 2016, the City issued the following building permits for new construction:**

**New Building Permits Issued**

|  |  |  |
| --- | --- | --- |
| **Type of Construction** | **Number Issued** | **Total Estimated Construction Costs** |
| **Residential – Single Family Dwellings** | **42** | **$15,450,800** |
| **Residential – Multi-family/Apartments** | **15** | **$15,750,000** |
| **Commercial** | **8** | **$6,815,963** |
| **Industrial (additions and alterations)** | **9** | **$10,997,811** |

**All building permits were issued within the corporate limits of Aberdeen, which is a designated Priority Funding Area.**

**ADEQUATE PUBLIC FACILITIES ORDINANCE (APFO)**

**New residential and nonresidential development projects are subject to Chapter 302, Growth Management, in the Code of the City of Aberdeen. The Departments of Planning and Community Development and Public Works completed the amendment to Chapter 302, Growth Management and the City Council adopted the changes on March 2016.**

**The Growth Management requirements are applicable to school capacity, sewerage, water, and roads. **

**In closing, this Annual Report summarizes all of the activities of the Planning Commission and the Department of Planning and Community Development for the calendar year 2016. We anticipate that the revisions to the Development Code will be adopted by the Aberdeen City Council and work efforts to revise the Subdivision Regulations will be completed in 2017.**