CALL TO ORDER

The meeting was called to order by Chairperson Dan Ichniowski at 3:03 p.m. Members present were Bernie Beavan, Dan Burris, Daryl Calvano, Phil Dorsey, John Parlett, Guy Curley, Denis Canavan, and Steve King. Invited guests present were Phil Shire, Jeff Jackman, and Tina Bowles from the Department of Land Use and Growth Management. Sharon Sharrer was the recorder.

APPROVAL OF MINUTES

The minutes of June 23, 2004 were approved.

NEW BUSINESS

Adequate Public Facilities Update (School Capacity)

Mr. Canavan provided an update to the forum regarding the Adequate Public Facilities for school capacity. He stated that currently the capacity available in the Leonardtown service area would allow approval for an additional 257 dwelling units. This entire capacity of 257 dwelling units would probably be completely taken by next week. Currently there are requests in for over 1,400 dwelling units. The good news is that more school sites are forthcoming; we are working very closely with the Board of Education staff and have had discussions with several developers. Now we need to develop the procedures to allow development to gain capacity. Funding for design has already been approved for the Indian Bridge Road site, but the site is not yet under County control so no capacity can be considered for this school at this time. Once this site is transferred to County control the 500 student facility will add capacity for approximately 2,000 dwelling units to the County. While one school helps significantly, it must be taken into account that once the elementary school situation is alleviated the problem then will move to middle school capacity.

Concerns were expressed regarding the County Commissioners’ decision last year not to allow school districts to “borrow” capacity from other school districts. Mr. Canavan stressed that the County needs to be strident in finding new school sites, and that developers need to work together to make these sites available. Growth areas need to be considered before sites are planned.

Mr. Ichniowski recommended sending a letter to the Board of Commissioners reminding them that even if an elementary school site is found, this will only solve the problem for a short time, we will then need a middle school. He will draft a skeleton letter with a list of recommendations for further solutions to be discussed at the next DRF meeting. At the next meeting Mr. Canavan will continue the discussion on adequate public facilities.

OLD BUSINESS

Residential Buildout in the Office Business Park (OBP)
Mr. Canavan stated that the update is finished from a departmental standpoint but has not been approved by the legal department at this time. He will be taking it to the County Commissioners to seek a request for a public hearing. Mr. Ichniowski asked that a draft copy of this update be emailed to members of the DRF in the next week if possible. Mr. Canavan said he would have Jeff Jackman send the information stamped DRAFT via email to the forum members.

Subdivision and Site Plan Process

Mr. Shire, Planner IV from the Department of Land Use and Growth Management was asked to return to continue the discussion on the development review process for subdivisions and site plans. He stated that there are no magic solutions for turnaround time, but now that he is fully staffed he does see improvements being made on the turnaround time.

Mr. Ichniowski said that he understands that there has been a large workload and staff shortages, but he feels that deadlines should be established and adhered to.

Questions were raised regarding differences in time needed to process pre-standing sites and new sites; minor subdivision and minor site plans. Mr. Ichniowski asked Mr. Shire to return to meet with the Forum in October with some concrete suggestions to expedite the process and some possible solutions to the problems discussed.

Permit Processing Time Report

As a follow up to the Development Review Forum (DRF) meeting in June, Harry Knight prepared a report to show the plan review times for permits applied for since the 1st of June. This report was handed out to the forum for review.

Mr. Calvano said that he had received the report a couple of days ago and had already spoken to Mr. Knight regarding concerns that the numbers are not truly reflective of actual times. The report shows the application date and final approval date, but does not take into account any interim information, such as resubmissions by builders. Mr. Calvano stated that Mr. Knight is working now to fine tune the numbers to reflect this type of information.

Development Capacity Task Force Update

Mr. Jackman showed the forum the analysis provided by the Maryland Department of Planning using both the 75% and 100% zoning density numbers. Questions were raised by the forum regarding the accuracy of the initial numbers for zoning categories and acreage. Mr. Jackman explained that all acreage had to be accounted for on the model used by the state. Concerns were expressed that these projections could cause problems in the long term when the state might use this possibly inaccurate information in ways that are not anticipated at this time.

Mr. Jackman provided information to the forum regarding how to access the entire report on the internet and offered to provide a CD with this information for any member who had problems accessing it on their own.

Ordinance Amendment regarding Lateral Lines, etc.

At the last meeting, Sue Veith distributed some proposed changes to Section 71.9 of the Comprehensive Zoning Ordinance. Concerns were raised by forum members regarding the wording to be used for the amendment relating to lateral lines. Mr. Beavan expressed a concern
that the revisions could be interpreted to mean that anyone applying for a pier permit would need an engineered site plan. Concerns were also expressed regarding the 25 foot setback for construction within the useable waterways. Mr. Beavan will call Mr. Canavan to discuss these concerns before next month's meeting. Mr. Canavan will discuss this with the forum at their August 18, 2004 meeting.

NEXT MEETING

The following items are requested to be placed on the August 18, 2004 agenda.

- John Groeger from the Department of Public Works & Transportation (DPW&T) invited to brief the forum on the timelines for the various reviews conducted in their department.
- Zoning Text Amendment regarding Lateral Lines.
- Draft letter to the Board of County Commissioners regarding Adequate Public Facilities (APF).
- Update from Mr. Canavan on Zoning Text Amendment for Residential buildout in the Office Business Park (OBP).

ADJOURNMENT

The meeting was adjourned at 5:02 p.m.
Next meeting scheduled for August 18, 2004.

Sharon J. Sharrer  
Recording Secretary

Approved: August 18, 2004

Dan Ichniowski  
Chairperson