

1 **..Title**

2 **Appeals Process for Property Development in Annapolis** – For the purpose of eliminating the
3 temporary stop on development, construction or other project work, called a "stay," while a
4 Department of Planning and Zoning or Department of Public Works decision regarding building
5 and construction developments is being challenged in Circuit Court; and generally dealing with
6 the appeals process in Titles 17 and 21 of the City Code.

7 **..Body**

8 **CITY COUNCIL OF THE**
9 **City of Annapolis**

10 **Ordinance 33-24**

11 **Introduced by: Alderwoman Finlayson**

12 **Co-sponsor: Mayor Buckley, Ald. Schandelmeier**

13 **Referred to:**

14 Planning Commission

15 Economic Matters Committee

16 Rules and City Government Committee

17 **AN ORDINANCE** concerning

18 **Appeals Process for Property Development in Annapolis**

19 **FOR** the purpose of eliminating the temporary stop on development, construction or other
20 project work, called a "stay," while a Department of Planning and Zoning or Department
21 of Public Works decision regarding building and construction developments is being
22 challenged in Circuit Court; and generally dealing with the appeals process in Titles 17
23 and 21 of the City Code.

24 **BY** repealing and reenacting with amendments the following portions of the Code of the City
25 of Annapolis, 2024 Edition:

26 **17.48.300**

27 **21.22.120**

28 **21.24.130**

29 **21.30.020**

30 **21.30.030**

31 **21.30.040**

32 **21.56.110**

33 **22.30.010**

Explanation: ~~Strikethrough~~ indicates matter stricken from existing law.
Underlining indicates a change to the City Code.
Underlining & black - copyediting or reformatting of existing Code section
Underlining & red - new matter added to the code.

1 **22.32.020**

2
3 **SECTION I: BE IT ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY**
4 **COUNCIL** that the Code of the City of Annapolis shall be amended to read as follows:

5
6 **Title 17 - BUILDINGS AND CONSTRUCTION**
7 **Chapter 17.48 - Nonresidential Property Maintenance**

8
9 **Section 17.48.300 Notice to correct—Appeal.**

10 ~~D. The decision of the Board in all cases shall be final; except, that any appellant or party~~
11 ~~directly aggrieved by a decision of the Board, within thirty days after the rendering of the~~
12 ~~decision, may appeal to the circuit court for the County. The findings of fact of the Board~~
13 ~~shall be conclusive, and judicial review shall be limited solely to errors of law and~~
14 ~~questions of constitutionality. The decision of the Board in any case on appeal shall be~~
15 ~~stayed pending a decision of the court.~~

16 **D. Appeals of Board Decisions.**

- 17 1. The decision of the Board in all cases shall be final.
- 18 2. Any appellant or party aggrieved by the Board's decision may appeal to the
19 Circuit Court for Anne Arundel County within 30 days of the decision.
- 20 3. The Board's findings of fact shall be conclusive, and judicial review will be
21 limited to errors of law and questions regarding constitutionality.

22
23
24 **Title 21 - PLANNING AND ZONING**
25 **Division II - Administration and Enforcement**
26 **Chapter 21.22 - Site Design Plan Review**

27 **Section 21.22.120 Appeal.**

28 A. Any appeals of a decision of the Planning and Zoning Director must be made to the
29 Board of Appeals in conformance with the provisions of Chapter 21.30.

30 B. An appeal from a decision of the Planning Commission under this chapter shall be made
31 to the Circuit Court of Maryland for Anne Arundel County.

- 32 1. Notice of the appeal shall be provided to the Director of Planning and Zoning at
33 least five calendar days before the appeal is filed with the court.
- 34 2. An appeal filed pursuant to this section does not stay the action from which the
35 appeal is taken unless provided by state law or an order entered by a court of
36 competent jurisdiction.

Explanation: ~~Strikethrough~~ indicates matter stricken from existing law.
 Underlining indicates a change to the City Code.
 Underlining & black - copyediting or reformatting of existing Code section
 Underlining & red - new matter added to the code.

1
2
3 **Title 21 - PLANNING AND ZONING**
4 **Division II - Administration and Enforcement**
5 **Chapter 21.24 - Planned Developments**
6

7 **Section 21.24.130 Appeals.**

8 ~~Appeal of Planning Commission Decision. An appeal from a decision of the Planning~~
9 ~~Commission under this chapter shall be made to the Circuit Court of Maryland for Anne Arundel~~
10 ~~County.~~

11 **Appeal of Planning Commission Decision.**

- 12 1. An appeal from a decision of the Planning Commission under this chapter shall be
13 made to the Circuit Court for Anne Arundel County.
- 14 2. Notice of the appeal shall be provided to the Director of Planning and Zoning at
15 least five calendar days before the appeal is filed with the court.
- 16 3. An appeal filed pursuant to this section does not stay the action from which the
17 appeal is taken unless provided by state law or an order entered by a court of
18 competent jurisdiction

19
20
21 **Title 21 - PLANNING AND ZONING**
22 **Division II - Administration and Enforcement**
23 **Chapter 21.30 - Appeals**

24 **Section 21.30.020 Procedures.**

25 A. ~~**Appeal Procedures.** An appeal may be taken within thirty days after the decision~~
26 ~~complained of, by filing with the Planning and Zoning Director a notice of appeal~~
27 ~~specifying the grounds of the appeal, said grounds are, including but not limited to, an~~
28 ~~arbitrary and capricious act by the Director, an abuse of discretion by the Director, and~~
29 ~~erroneous finding of fact by the Director, or an error of law by the Director. The Director~~
30 ~~shall, at the sole expense of the appellant, forthwith transmit to the Board of Appeals all~~
31 ~~of the papers constituting the record upon which the action appealed from was taken.~~

- 32 1. An appeal may be filed within 30 days of the decision being challenged.
- 33 a. The notice of appeal shall be submitted to the Director of Planning and
34 Zoning.

Explanation: ~~Strikethrough~~ indicates matter stricken from existing law.
Underlining indicates a change to the City Code.
Underlining & black - copyediting or reformatting of existing Code section
Underlining & red - new matter added to the code.

1 **b.** The notice shall clearly state the grounds for the appeal, which may
2 include, but are not limited to, any arbitrary or capricious actions by the
3 Director, abuse of discretion by the Director, erroneous findings of fact, or
4 errors of law made by the Director.

5 **2.** The Director shall, at the appellant's sole expense, promptly send to the Board of
6 Appeals all documents that make up the record upon which the appealed action
7 was based.

8 **B. Review Procedures.**

9 1. **Notice and Hearing.** ~~The Board of Appeals shall select a reasonable time and~~
10 ~~place for the hearing of the appeal. Notice of the hearing shall be given in~~
11 ~~accordance with the notice requirements set forth in Sections 21.10.020(B) and~~
12 ~~21.10.020(C).~~

13 a. A hearing shall be conducted expeditiously to determine the facts, apply
14 the criteria of this code to the facts presented at the hearing, and decide
15 the appeal.

16 b. The Board of Appeals shall select a reasonable time and place for the
17 appeal hearing, not later than 45 days from the date of the appeal filing
18 or at the board's immediate next regular hearing date following.

19 c. Parties to the appeal shall be heard in person at the hearing and shall not
20 be required to file or respond to legal briefs within the proceedings of an
21 appeal.

22 d. Notice of the hearing shall be given in accordance with the notice
23 requirements set forth in § 21.10.020(B) and § 21.10.020(C).

24 2. **Standing.** ~~If the appellant is not the applicant, the applicant shall have party status~~
25 ~~and be permitted to participate fully in the appeal. ~~in the manner described in~~~~
26 ~~Subparagraph 4.~~

27 3. **Burden of Proof.** ~~The hearing before the Board of Appeals shall be on the record.~~
28 ~~The appellant shall have the burden of proof.~~

29 a. The hearing before the Board of Appeals shall be on the record, meaning
30 the record shall comprise the information available to the Director at the
31 time the decision being appealed was made.

32 b. The appellant shall have the burden of proof.

33 4. **Decision.** ~~The Board of Appeals shall reach its decision within forty days from~~
34 ~~the date of the hearing. The Board may affirm or reverse, wholly or in part, or~~
35 ~~may modify the order, requirement, decision or determination as ought to be made~~

1 or the Board may issue a new order, requirement, decision or determination. To
2 that end, the Board has all the powers of the Planning and Zoning Director.

- 3 a. The Board of Appeals shall reach its decision within 40 days from the date
4 of the hearing.
- 5 b. The Board may affirm or reverse, wholly or in part, or may modify the
6 order, requirement, decision or determination as ought to be made, or it
7 may issue a new order, requirement, decision or determination.
- 8 c. To carry out these functions, the Board is vested with all the powers of the
9 Director of Planning and Zoning.

10 5. **Notice of Decision.** The Director of Planning and Zoning ~~Director~~ shall give
11 notice of the decision of the Board of Appeals in accordance with the
12 requirements of ~~Section 21.10.020.E~~ § 21.10.020(E).

13 6. **Record of Decisions.** The Director of Planning and Zoning ~~Director~~ shall
14 maintain records of all actions of the Board of Appeals relative to appeals taken
15 pursuant to this section.

16 **Section 21.30.030 Stay pending appeal.**

17 An appeal to the Board of Appeals pursuant to the preceding section shall stay all actions on
18 the application which is the subject of the appeal.

19 **Section 21.30.040 Judicial Review.**

20 ~~Any person aggrieved by any decision of the Board of Appeals may file a petition for~~
21 ~~judicial review of that decision to the Circuit Court of Anne Arundel County.~~

- 22 A. Any person aggrieved by any decision of the Board of Appeals may appeal that decision
23 to the Circuit Court for Anne Arundel County.
- 24 B. Notice of the appeal shall be provided to the Director of Planning and Zoning at least
25 five days before the appeal is filed with the court.
- 26 C. An appeal filed pursuant to this section does not stay the action from which the appeal is
27 taken unless provided by State law or an order entered by a court of competent
28 jurisdiction.

1 **Title 21 - PLANNING AND ZONING**
2 **Division IV - Overlay District Regulations**
3 **Chapter 21.56 - Historic District**
4 **Article I - Approval of Exterior Changes**
5

6 **Section 21.56.110 Appeals.**

7 ~~Any person or persons, firm or corporation aggrieved by a decision of the Commission has~~
8 ~~a right of appeal to the Anne Arundel County Circuit Court and a further appeal to the Court of~~
9 ~~Special Appeals of Maryland. Appeal requests must be filed within thirty days from the date of~~
10 ~~the Commission decision.~~

11 A. Any person or persons, firm or corporation aggrieved by a decision of the
12 Commission has a right of appeal to the **Circuit Court for Anne Arundel County** and
13 a further appeal to the Court of Special Appeals of Maryland.

14 B. Appeal requests must be filed within 30 days from the date of the Commission
15 decision

16 C. An appeal filed with the court pursuant to this section does not stay the action from
17 which the appeal is taken unless mandated by State law or pursuant to an order
18 entered by a court of competent jurisdiction.

19
20
21 **Title 22 - ADEQUATE PUBLIC FACILITIES**
22 **Chapter 22.32 - Appeals**
23

24 **Section 22.32.010 Appeals.**

25 ~~An appeal from the decision of the Director of Planning and Zoning to approve or deny an~~
26 ~~application for a Certificate of Adequate Public Facilities shall be made to the Board of Appeals~~
27 ~~in conformance with the provisions of Title 21, Chapter 21.30.~~

28 A. An appeal regarding the decision made by the Director of Planning and Zoning to
29 approve or deny an application for a Certificate of Adequate Public Facilities shall be
30 submitted to the Board of Appeals in accordance with the provisions outlined in Title 21,
31 Chapter 21.30.

32 B. An appeal to the Board of Appeals pursuant to the preceding section shall stay all actions
33 on the subject application, but said stay shall apply only during the Board of Appeals
34 review.

Explanation: ~~Strikethrough~~ indicates matter stricken from existing law.
Underlining indicates a change to the City Code.
Underlining & black - copyediting or reformatting of existing Code section
Underlining & red - new matter added to the code.

1 C. Any person aggrieved by a decision of the Board of Appeals under this section may
2 appeal that decision to the Circuit Court for Anne Arundel County.

3 D. Notice of the appeal shall be provided to the Director of Planning and Zoning at least five
4 calendar days prior to any appeal being filed with the circuit court.

5 E. An appeal filed with the circuit court pursuant to this section does not stay the action
6 from which the appeal is taken unless mandated by State law or pursuant to an order
7 entered by a court of competent jurisdiction.

8
9 **~~Section 22.32.020 Stay pending appeal.~~**

10 ~~An appeal shall stay all proceedings in furtherance of the action appealed.~~

11
12 **SECTION II: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE**
13 **ANNAPOLIS CITY COUNCIL** that this ordinance shall take effect upon passage.

Explanation: ~~Strikethrough~~ indicates matter stricken from existing law.
Underlining indicates a change to the City Code.
Underlining & black - copyediting or reformatting of existing Code section
Underlining & red - new matter added to the code.