




City of Annapolis
Planning Commission
Department of Planning & Zoning
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September 6, 2018

MEMORANDUM

To: Annapolis Planning Commission

From: C. Pete Gutwald, Director of Planning and Zoning 

Re: Ordinance 34-18, for the purpose of revising the definition of "demolition by neglect set forth in Chapter 21.56, revising the procedures for investigating a property that may meet the definition of "demolition by neglect" and providing for a review process by the Historic Preservation Commission and public hearing requirement.

Purpose

The purpose of Ordinance 34-18 is to amend and modify the existing demolition by neglect process under Chapter 21.56, Historic District Overlay.

Analysis

This ordinance proposes to amend the Historic Preservation District Overlay district by revising the definition of "demolition by neglect" and modifying the process for investigating and reviewing reports on structures meeting the definition of demolition by neglect. The legislation maintains the reporting and documentation requirements that currently exist in the code and provides clarifying language of what should be included in any report.

The proposed legislation provides additional authorities for investigating, including limited entry into the interior of a structure solely if it is necessary to assess the exterior condition of the property and requires a public hearing on the reporting of any structures to the Historic Preservation Commission that have been investigated.

The proposed legislation removes the Mayor's participation in the demolition by neglect process and requires the Director of Planning and Zoning to investigate whenever he/she has been made aware of an allegation of demolition by neglect.

Currently there are four (4) structures the Department has identified in the Historic District that are in some state of disrepair and have been sent Notices of Violation. Several of these structures are in some state of litigation with amongst multiple owners or heirs of the property and/or with the City of Annapolis to correct the deficiencies.

Recommendation

The Department recognizes that the current definition and process needs to be clarified. Therefore, the Department recommends approval of this Code change.