

# City of Annapolis

160 Duke Of Gloucester Street  
Annapolis, MD 21401



## Standing Committee Meeting Minutes - Draft

Friday, November 1, 2024

1:00 PM

Regular Meeting

Mayor John T. Chambers, Jr.

City Council Chambers

**Rules & City Government Committee**

Call To Order

Alderman Finlayson called the Regular Meeting to order at 1:16 pm.

Roll Call

**Present:** 3 - Alderman Finlayson, Alderman Arnett and Alderman Schandelmeier

Approval of Agenda (any changes to the agenda should be made here)

Alderman Arnett moved to approve the Regular Meeting agenda. Seconded.  
CARRIED on voice vote.

### **Business and Miscellaneous**

#### **Approval of Minutes**

[RCG 10.4.24](#) Regular Meeting Minutes

**Attachments:** [RCG 10.4.24](#)

Alderman Arnett moved to approve RCG 10.4.24. Seconded. CARRIED on voice vote.

### **Appointments and Re-appointments**

[AP-10-24](#) Appointment - Mr. Patrick Hogan - Ethics Commission

**Attachments:** [AP-10-24](#)

Patrick Hogan  
5 Brook Ave  
Annapolis MD, 21401

Alderman Schandelmeier joined the meeting at 1:23pm.

Appointment Patrick Hogan was present to answer questions from the committee.

Alderman Arnett moved to recommend AP-10-24 favorably. Seconded. CARRIED on voice vote.

[AP-53-24](#) Appointment - Everett Bellamy - Planning Commission

**Attachments:** [AP-53-24](#)

Everett Bellamy  
1109 August Drive  
Annapolis MD, 21401

Appointment Everett Bellamy was present to answer questions from the committee.

Alderman Arnett moved to recommend AP-53-24 favorably. Seconded. CARRIED on voice vote.

### **General Discussion**

[ID-146-24](#) Office of Community Service Update

**Attachments:** [Office of Community Services Update 2024.11.01](#)

Assistant City Manager Buckland was present to answer questions from the committee.

Alderwoman Finlayson requested and asked for a written summary of the Community Grants quarterly reports.

### **Legislation**

[O-26-23](#)

**Forest Conservation Plan Appeals** - For the purpose of closing a loophole in the Forest Conservation Plan provisions of the City Code concerning forest clearing; changing the Forest Conservation Plan appeals body from the Building Board of Appeals to the Board of Appeals; and generally related to the Maryland Forest Conservation Act and Planned Unit Development regulations.

**Sponsors:** Savidge and Arnett

**Attachments:** [O-26-23 First Reader](#)  
[O-26-23 Legislative Summary](#)  
[O-26-23 Sponsor's Report](#)  
[O-26-23 Staff Report](#)  
[O-26-23 Fiscal Impact Note](#)  
[O-26-23 Staff Report to Planning Commission \(with Attachments\)](#)  
[O-26-23 Planning Commission Findings](#)  
[O-26-23 Amendment 1 - Savidge](#)

**Alderman Arnett requested to be added as a co sponsor.**

**Planning & Zoning Director Jakubiak and Legislative & Policy Analyst Reuter were present to answer questions from the committee.**

**Alderman Arnett moved to postpone O-26-23 next Rules & City Government meeting December 6th, 2024. Seconded. CARRIED on voice vote.**

[O-33-23](#)

**Expiration of Special Exceptions to City Zoning Requirements** - For the purpose of making the deadline for builders to utilize their special exception to City zoning requirements from one year to two years; making the issuance of a grading or building permit as the point when the special exception is "established"; adds requirements on when special exceptions expire; and generally related to the expiration of special exceptions.

**Attachments:** [O-33-23 - First Reader](#)  
[O-33-23 Legislative Summary](#)  
[O-33-23 Staff Report](#)  
[O-33-23 Fiscal Impact Note](#)  
[O-33-23 Capital Gazette Affidavit](#)  
[O-33-23 Planning Commission Findings](#)  
[O-33-23 Amendment 1 - Schandelmeier](#)  
[O-33-23 \(color\)](#)  
[O-33-23 \(b&w\)](#)

Planning & Zoning Director Jakubiak and Legislative & Policy Analyst Reuter were present to answer questions from the committee.

**Amendment #1-**  
**On Page. 3**

**Subsection C:** Insert the heading of code section "Expiration" before § 21.26.070.  
**Subsection D, Paragraph 2:** Strike "one year provided that, a written request for each extension is filed while the special exception is still valid." and Insert "two years must apply for a second extension, subject to the standards for granting special exceptions in code section "Special Exceptions 21.26".

Alderman Schandelmeier moved to Recommend Amendment #1  
(Ald.Schandelmeier) Favorably as Amended. Seconded. CARRIED on voice vote.

Alderwoman Finlayson requested the Planning Commission be invited to the meetings when their legislation is on the agenda.

Alderman Arnett moved to Recommend O-33-23 Favorably as Amended.  
Seconded. CARRIED on voice vote.

[O-6-24](#)

**City-wide Prohibition on New Drive-through Windows** - For the purpose of prohibiting new drive-through window facilities that allow people to remain in vehicles while receiving products or services; eliminating City Code references to drive-through windows and facilities; and generally related to drive-through facilities in Annapolis.

**Sponsors:** Savidge, Schandelmeier, Buckley and Gay

- Attachments:** [O-6-24 First Reader](#)  
[O-6-24 Legislative Summary](#)  
[O-6-24 Fiscal Impact Note](#)  
[O-6-24 Staff Report](#)  
[O-6-24 Staff Report to Planning Commission with Attachments](#)  
[O-6-24 Equity Report](#)  
[O-6-24 Drive thru prohibition - sponsor position paper](#)  
[O-6-24 Planning Commission Findings](#)  
[O-6-24 Testimony from Restaurant Assoc. of MD - Annapolis](#)

Planning & Zoning Director Jakubiak was present to answer questions from the committee.

**Bob Enten**  
186 Duke of Gloucester  
Annapolis MD, 21401  
was present to answer questions from the committee.

**Alderman Schandelmeier moved to recommend O-6-24 favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye - 2**  
**Nay - 1**

**Aye:** 2 - Alderman Arnett and Alderman Schandelmeier

**Nay:** 1 - Alderwoman Finlayson

[O-20-24](#)

**Elections - Surplus Funds and Reporting Deadlines** - For the purpose of updating candidate reporting deadline requirements and penalties for municipal elections; moving fees from the City Code to the annual Fees Schedule; and generally related to failure to file required campaign and election reports.

**Sponsors:** Buckley

**Attachments:** [O-20-24 First Reader](#)  
[O-20-24 Legislative Summary](#)  
[O-20-24 Fiscal Impact Note](#)  
[O-20-24 Staff Report](#)  
[Board of Supervisors of Elections Referral O-20-24](#)  
[O-20-24 Amendment 1 - Finlayson](#)

Legislative & Policy Analyst Reuter and Supervisor of Board of Elections Chair Eileen Leahy were present to answer questions from the committee.

**Rules Amendment -**

On page 3, In lines 36-38 & On page 4 lines 1-2: Strike Subhead 4 "Payment Source".

Alderman Schandelmeier moved to Recommend Favorably-Amendment. Seconded. No voice vote. Motion failed.

**Amendment #1 - Finlayson:**

On Page 3, in Line 2:

Remove the name "Timely Reports Required" and insert "Timely Filing Requirements" for Subheading A.

On page 3 In lines 22-28:

Switch subsections 1 & 2.

On Page 3, in Lines 36-38:

Under 4 "Payment Source" After, Candidates and campaign finance entities, Insert "can" Striking "cannot".

Page 4 Lines 1-2: Strike B.

On Page 4, Line 30:

Strike "candidate's financial condition" and insert " extenuating circumstances"

Alderman Schandelmeier moved to recommend Amendment #1 favorably as amended. Seconded. CARRIED on a voice vote.

Alderman Arnett moved to Recommend O-20-24 Favorably as amended.

Seconded. CARRIED on voice vote.

[R-43-24](#)      **Fees Schedule Updated for Title 4 - Elections** - For the purpose of establishing fees required by the adoption of ordinances updating Title 4 - Elections.

**Sponsors:** Buckley

**Attachments:** [R-43-24 First Reader](#)

[R-43-24 Staff Report](#)

[R-43-24 Fiscal Impact Note](#)

Supervisor of Board of Elections Chair Eileen Leahy was present to answer questions from the committee.

Alderman Arnett moved to recommend R-43-24 favorably. Seconded. CARRIED on voice vote.



[R-46-24](#)

**Task Force to Study Residential Marine Vessels** - For the purpose of gathering information necessary for the Annapolis City Council to make informed decisions about residential and commercial marine vessels in city waters, creating a task force to investigate three critical areas regarding houseboats, floating homes, and other residential marine vessels: 1) the impact on the city's maritime industry, 2) the advantages and disadvantages to the community, and 3) the impacts on city operations; and requiring the task force to submit a report to the Council for possible action.

**Sponsors:** Arnett and Savidge

**Attachments:** [R-46-24 First Reader](#)  
[R-46-24 Fiscal Impact Note](#)  
[R-46-24 Staff Report](#)  
[R-46-24 Amendment 1 - Gay](#)  
[R-46-24 Amendment 2 - Savidge](#)  
[R-46-24 Amendment 3 - Schandelmeier](#)

**Bill Reichardt**  
717 Bay Ridge Ave  
Annapolis MD, 21403

**Evan Thalenberg**  
213 Lockwood Ct  
Annapolis MD, 21403

**Bill Sweetzer**  
5 Shipment Harbour  
Annapolis MD, 21401

**Merry O'Brien**  
301 Fourth Street  
Annapolis MD, 21401

Rules & City Government Committee is requesting a Joint meeting with Economic Matters & Environmental Matters committee.

Alderman Schandelmeier moved to postpone R-46-24 until the Joint Meeting between Economic Matters and Environmental Matters. Seconded. CARRIED on voice vote.

Adjournment

Upon motion duly made, seconded and adopted, the Regular Meeting was adjourned at 4:35 pm.

**Kalyn Jackson**  
City Council Associate

*Anyone needing reasonable accommodation to be able to participate in a public meeting held by the City of Annapolis should contact Kalyn Jackson at 410.263.7030, by MD Relay (711), or by email at [kajackson@annapolis.gov](mailto:kajackson@annapolis.gov) at least five days prior to the meeting date to request assistance. We encourage citizens to attend and participate in City Council Meetings.*

*If you are unable to attend, the meetings can be viewed live on Channel 99/100 for all Comcast subscribers and on Channel 34 for Verizon customers.*

*The meeting can also be viewed on computer and mobile devices by going to <http://bit.ly/1gCd4pL>, and on Facebook by selecting: <http://www.facebook.com/CityofAnnapolis> and on Youtube by selecting: <http://www.youtube.com/CityofAnnapolis> during the meetings. If you miss the live meeting, recordings are available for viewing on <http://www.facebook.com/CityofAnnapolis> and <http://www.youtube.com/CityofAnnapolis>.*