



City of Annapolis

DEPARTMENT OF PLANNING AND ZONING


145 Gorman Street, 3rd Floor, Annapolis, Maryland 21401

Chartered 1708 Annapolis 410-263-7961 • FAX 410-263-1129 • TDD 410-263-7943

January 15, 2015

MEMORANDUM

TO: Planning Commission

FROM: C. Pete Gutwald, AICP, Director of Planning and Zoning 

RE: O-35-14 Planning Commission Member Qualifications

BACKGROUND

Under O-32-14, changes have been proposed to the Forest Conservation requirements and standards. In conjunction with that legislation, O-35-14 proposes to change the requirements under section 21.08.030 B for membership on the Planning Commission.

SUMMARY

Currently, membership on the Planning Commission is subject to the following:

“The Planning Commission shall consist of seven residents of the City who have demonstrated interest with regard to planning policy and with regard to land use matters and procedures of the City. The members shall be appointed by the Mayor and confirmed by the City Council.”

The proposed legislation would add the following:

“AT LEAST ONE MEMBER OF THE PLANNING COMMISSION SHALL HAVE WORKING KNOWLEDGE IN THE FIELDS OF FOREST CONSERVATION AND ENVIRONMENTAL MATTERS.”

A Planning Commission is regulated under Title 2 of the Land Use Article of the Maryland State Code. There are no specific requirements mandated that members of a Planning Commission must meet in order to be appointed to a Planning Commission.

The purpose of this legislation is to insure that at least one member of the Planning Commission has the experience, knowledge and ability to professionally evaluate environmental matters. Parallel legislation has also been proposed to require one member of the Building Board of Appeals to meet this requirement as they are the Board to whom appeals of Department of Neighborhood and Environmental Program decisions regarding various environmental matters are directed, including the Forest Conservation Act.

RECOMMENDATION

Staff recommends Approval of the legislation.

1 **..Title**

2 **Planning Commission Member Qualifications** - For the purpose of amending the
3 membership qualifications of the Planning Commission so that at least one member has
4 a working knowledge in the fields of forest conservation and environmental matters.

5 **..Body**

6 **CITY COUNCIL OF THE**
7 **City of Annapolis**

8
9 **Ordinance 35-14**

10
11 **Introduced by: Alderman Littmann**

12
13 **Referred to**
14 **Planning Commission**
15 **Environmental Matters Committee**
16 **Rules and City Government**

17
18 **A ORDINANCE** concerning

19 **Planning Commission Member Qualifications**

20 **FOR** the purpose of amending the membership qualifications of the Planning
21 Commission so that at least one member has a working knowledge in the fields
22 of forest conservation and environmental matters.

23 **BY** amending the following portion of the Code of the City of Annapolis, 2012 Edition
24 Section 21.08.030

25
26 **SECTION I: BE IT ESTABLISHED AND ORDAINED BY THE ANNAPOLIS**
27 **CITY COUNCIL** that the Code of the City of Annapolis shall be amended to read as
28 follows:

29
30 **Chapter 21.08 – Decision making Bodies and Officials**

31
32 **21.08.030.B – Section of the City Code to be Amended.**

33 Membership. The Planning Commission shall consist of seven residents of the City who
34 have a demonstrated interest with regard to planning policy and with regard to land use
35 matters and procedures of the City. **AT LEAST ONE MEMBER OF THE PLANNING**
36 **COMMISSION SHALL HAVE WORKING KNOWLEDGE IN THE FIELDS OF FOREST**
37 **CONSERVATION AND ENVIRONMENTAL MATTERS.** The members shall be appointed by
38 the Mayor and confirmed by the City Council.

39 **SECTION II: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE**
40 **ANNAPOLIS CITY COUNCIL** that this Ordinance shall take effect from the date of its
41 passage.

42
43 **EXPLANATION**

44 CAPITAL LETTERS indicate matter added to existing law.

45 ~~Strikethrough~~ indicates matter stricken from existing law.

46 Underlining indicates amendments.