

Christopher N. Jakubiak, AICP

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March 24, 2023

Patricia Hopkins, Human Resources Manager
City of Annapolis
145 Gorman Steet
Annapolis, Maryland 21401

Dear Ms. Hopkins:

Yesterday I transmitted my application for Planning & Zoning Director. Attached is my CV. I own a successful planning consulting practice, Jakubiak & Associates, Inc., and count Annapolis among my clients. I have, at this moment, an open contract with Planning & Zoning on the new comprehensive plan.

I offer my employment application clear-eyed about this position's challenges and with a long appreciation for the community. I settled in Annapolis when I returned to Maryland in the mid-1990s following six-years away to earn a graduate planning degree and take my first planning position. As a City resident in the early 2000's, I chaired the Mayor's citizen advisory committee on annexation and later served on the Board of Appeals. Later, the City retained my firm to write the essential parts the 2009 Comprehensive Plan and prepare the 2012 city dock master plan.

In the review of my three decades of professional practice, you will find administrative and supervisory work performed with or on behalf of my municipal clients:

- Hiring, managing, and supervising in-house planning staff, subcontractors, and consulting teams.
- Serving as acting Community Development Director for the City of Westminster, MD to stabilize that department, which included hiring another staff planner and a full time director.
- Serving as Planning and Zoning Administrator and Zoning Administrator in multiples jurisdictions.
- Negotiating agreements: annexation/development, easement, public works, and others.
- Advising mayors, city and town councils, boards, and commissions on policy and strategy.

I am interested in this position, because I want to devote my professional energies and commitment to one place — Annapolis — and work with others to help guide the diverse and complex Annapolis community toward its vision and goals. Thank you for considering my employment application.

Sincerely,



Christopher N. Jakubiak, AICP

Attach: Curriculum Vitae

CHRISTOPHER N. JAKUBIAK, AICP

115 Yorkleigh Road
Towson, Maryland 21204

Christopher N. Jakubiak, AICP has 31 years of professional experience in planning and zoning; preparing comprehensive plans, zoning ordinances, master plans, land use studies, and negotiating development agreements.

Upon receiving his graduate degree in urban and regional planning in 1992, Christopher Jakubiak worked as Principal Planner for the Southeastern Wisconsin Regional Planning Commission. There he authored the "Prospectus for the Study of the Impacts of Development on Bio-diversity in Environmental Corridors", which contributed to the then-emerging concept of "green infrastructure". He updated the Commission's zoning guide for municipalities and conducted land use planning. He returned to Maryland in 1996 and served as Principal Planner for Calvert County where he managed projects in transportation and town-center master planning. He founded Jakubiak & Associates, Inc. in 2000 and has consulted with Maryland's cities and towns since.

While leading Jakubiak & Associates, Mr. Jakubiak also served as an instructor in the School of Architecture and Planning at The Catholic University of America for a semester and taught citizen planning commissioners and real estate professionals through the University of Maryland Urban Studies and Planning Program. He served four years as a member of the City of Annapolis Board of Zoning Appeals. He has testified before House and Senate committees on multiple bills that have shaped Maryland's planning statutes. He traveled for professional study in Scandinavia and lectured on planning for sustainable development.

Mr. Jakubiak has provided expert testimony in zoning and development cases in Baltimore County, Baltimore City, Anne Arundel County, Montgomery County, and the City of Annapolis. He has drafted zoning ordinances for dozens of Maryland jurisdictions and is the Zoning Administrator for multiple municipalities in Maryland.

Education

Master's Degree in Urban and Regional Planning: 1992

University of Illinois, Urbana-Champaign

Practicum: Comprehensive Neighborhood Revitalization Plan, East St. Louis, IL

Award: American Institute of Certified Planners – AICP Outstanding Graduate Planning Student

Urban Planning Instructor and Teaching/Research Assistant, University of Illinois (1990 – 1992)

Certifications / Current Professional Affiliations

American Institute of Certified Planners (AICP)

Certificate in Advanced Public Sector Negotiation, Harvard University, Division of Continuing Education

American Planning Association (APA) and APA's Planning & Law Division

MD Chapter of the American Planning Association, Treasurer, Since 2021

Work Experience

President and Principal, Jakubiak & Associates, Inc. (2000 – present)

Principal Planner, Calvert County Department of Planning and Zoning: (1996 – 2000)

Principal Planner, Southeastern Wisconsin Regional Planning Commission (1992 – 1996)

Selection of Speaking Engagements

"Annexation and Land Use Planning", Maryland Planning Commissioners Association, 2018

"Sustainable Urban Planning in Scandinavia", U.S. Green Building Council, Washington, DC, 2013

"Sustainable Urban Planning in Scandinavia", U.S. Green Building Council, Baltimore, 2014

"Due Process and Effective Decision Making", MD Planning Commissioners Association, 2013

"Climate Change Adaptation in Maryland", Gulf of Mexico, COCP, New Orleans, LA, 2012

"Development Proposals: The Role of Negotiation" Maryland Municipal League Conf., 2011

"Approaches to Addressing Compatible Infill" Maryland Municipal League Conf., 2008

"Negotiating Design Concepts for New Development", Maryland Municipal League Conf., 2004

"Toward a Walkable Downtown, Rebuilding La Plata", International IMCL Conference, Carmel, CA, 2003

Areas of Practice and Representative Projects for Jakubiak & Associates, Inc.

-Comprehensive Planning. Prepared over 20 comprehensive plans which are guiding communities throughout Maryland on their long-term growth, development, and conservation, including among others Annapolis, Cambridge, Smithsburg, Thurmont, Oakland, Chesapeake Beach, and Crisfield. Two plans were recognized with awards by the American Planning Association-Maryland and another by the Chesapeake Bay Foundation. Extensive practical experience in community engagement and management of planning processes.

-Comprehensive Rezoning and New Subdivision Regulations. Conducted land use studies and drafted zoning ordinances, led updates to official zoning maps, and produced new subdivision regulations for communities throughout Maryland addressing infill development, design compatibility, Critical Area regulations, transfer of development rights, farmland preservation, residential clustering, park and open space dedication, fees-in-lieu of land dedication and mitigation, forest conservation, development exactions and impact fees, and all manner of zoning approaches including planned unit development, special overlay and floating districts, design standards, and historic districting.

-Zoning Administration and Administration of the Development Review Process. Twenty-plus years of direct hands-on experience in the administration of zoning ordinances, subdivision regulations, floodplain management ordinances, and Critical Area programs throughout Maryland, including serving as the official zoning administrator in five separate jurisdictions. Work includes review and approval of administrative adjustments, site plans, subdivision plats, and critical area buffer management plans and mitigation. Deep experience in development review and guiding the work of planning commissions and boards of zoning appeals.

Economic and Fiscal Analyses. Conducted economic, fiscal impact, and proforma analyses for municipal, county, and private sector clients aimed at understanding the economic or fiscal viability for alternative policies and projects or for promoting economic development: City of Hyattsville, Town of Oxford, Town of Easton, Charles County and Frederick County, Maryland.

-Design Standards for Compatible Residential Infill. Prepared form-based standards to guide compatible redevelopment in Montgomery County municipalities under the limited zoning authority enabled there by Maryland statute: Towns of Chevy Chase, Chevy Chase View, and the Village of Martin's Additions, Maryland.

-Land Preservation Plan. Prepared a market-driven and incentive-based farmland and scenic vista preservation program. Among other things, the work created a Purchase of Development Rights (TDR) program consisting of a criteria-based appraisal system for valuing conservation easements and development rights for public acquisition. Queen Anne's County, Maryland.

-City Dock Master Plan, A Framework to Guide Redevelopment. A plan to promote redevelopment compatible with the historic context, create open spaces, improve pedestrian, and traffic circulation, and address sea level rise. Related work included drafting zoning standards to incentivize redevelopment while protecting the waterfront's historic and cultural values. City of Annapolis, Maryland.

-Bethesda Commons, Park and Urban Design Plan. A plan to address the impending encroachment of high-rise development in downtown Bethesda against the historic Chevy Chase neighborhood, featuring new patterns for massing high-rise buildings and the conversion of surface parking into a classic urban park with underground parking. Town of Chevy Chase, Maryland.

-Downtown Reconstruction Planning. Following the 2002 tornado that demolished parts of downtown LaPlata, prepared a downtown commercial and housing market analyses, and using its findings, negotiated re-building plans with individual land owners to guide redevelopment in concert with a vision plan. La Plata, Maryland.

-Farmland Preservation Plan. Prepared a market-driven and incentive-based farmland and scenic vista preservation program. Among other things, the work added a Purchase of Development Rights (TDR) program consisting of a criteria-based appraisal system for valuing conservation easements and development rights for public acquisition. Queen Anne's County, Maryland.

Negotiating Agreements. Negotiated over 20 annexation agreements including conceptual development plans, generating developer contributions to local governments for re-investment in existing neighborhoods and affordable housing; easement and utility agreements; public works agreements, and a concession agreement. City of Salisbury, Town of Thurmont, and Town of Chesapeake Beach, Maryland.

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