

# City of Annapolis

*160 Duke Of Gloucester Street  
Annapolis, MD 21401*



## **Standing Committee Meeting Minutes**

**Tuesday, July 14, 2020**

**4:00 PM**

**Mayor John T. Chambers, Jr.  
City Council Chambers**

**Rules & City Government Committee**

1. Call To Order

**Chairwoman Finlayson called the meeting to order at 4:04 p.m.**

2. Roll Call

**Present:** 3 - Finlayson, Savidge and Arnett

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

Add O-34-19, O-39-19

**Alderman Arnett moved to adopt the Regular Meeting Agenda as amended. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Finlayson, Savidge and Arnett

4. Business before Committee

**a. Approval of Minutes**

[RCG07.02.2](#) Approval of Minutes for the Regular Meeting  
[0](#)

**Alderman Arnett moved to approve. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Finlayson, Savidge and Arnett

5. Legislation before Committee

[CA-1-20](#) **Deputy City Manager for Resilience and Sustainability** - For the purpose of establishing the position of Deputy City Manager for Resilience and Sustainability; defining ~~qualifications~~ DUTIES and responsibilities, providing for certain terms of employment and compensation, providing for a line of authority, updating the powers and duties of the City Manager, and generally related to the Deputy City Manager.

[O-20-20](#) **Deputy City Manager for Resilience and Sustainability** - For the purpose of establishing the position of Deputy City Manager for Resilience and Sustainability; providing for certain terms of employment and compensation; clarifying duties and responsibilities; transferring certain environmental programs and activities, and generally related to establishing the Deputy City Manager for Resilience and Sustainability position.

[O-10-20](#) **Zoning Code Applications - Written Notification Requirement** - For the purpose of increasing the distance for sending written notification to ~~abutting~~ NEARBY property owners for Planned Developments, Major Subdivisions, and Major Site Design applications.

[O-18-20](#)

**Institutions for the Care of the Aged** - For the purpose of adding Institutions for the Care of the Aged as a permitted use in the PM2 Professional Mixed Office Park district; and establishing bulk regulations subject to specific standards for Institutions for the Care of the Aged.

Planning and Zoning Director Nash was present and answered questions from the committee.

Rec Fav

**Alderman Arnett moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Finlayson, Savidge and Arnett

[O-24-20](#)

**Deadline for Absentee Ballots** - For the purpose of changing the deadline for the timeliness of absentee ballots for City of Annapolis elections.

**Alderman Arnett moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Finlayson, Savidge and Arnett

[O-25-20](#)

**Conveyance of City-Owned Rights-of-Way at Newtowne 20** - For the purpose of approving the conveyance of City-owned rights-of-way within the Newtowne 20 neighborhood; expressly authorizing said conveyance to be made at private sale and not at public auction; expressly finding that the City-owned land to be conveyed is not needed for public use; and matters generally relating to said conveyance.

City Manager Jarrell was present and answered questions from the committee.

**Alderman Arnett moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Finlayson, Savidge and Arnett

[O-27-20](#)

**Other Excluded Service Employees** - For the purpose of providing policies and practices concerning other excluded service employees, including ~~full-time~~EMPLOYMENT AGREEMENT AND temporary, ~~and grant funded~~ employees; providing definitions; and generally relating to ~~contractual~~OTHER EXCLUDED SERVICE employees.

[R-17-20](#)

**Annual Statement of Performance Standards** - For the purpose of approving the annual performance statements filed by City agencies and departments.

[R-34-20](#)

**Community Development Block Grant Program - 2020 Amended**

**Citizen Participation Plan** - For the purpose of adopting an Amended Citizen Participation Plan as it relates to the administration of the Community Planning and Development programs funded by the U.S. Department of Housing and Urban Development.

[R-35-20](#)

**2021 Election** - For the purpose of authorizing the City of Annapolis to contract with the Anne Arundel County Board of Elections to administer the City of Annapolis Primary and General Elections that will take place on September 21, 2021 and November 2, 2021, respectively; and providing for the option of voting by mail as may be mutually agreed to by the City of Annapolis Board of Supervisors of Elections and the Anne Arundel County Board of Elections.

**Alderman Savidge moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Finlayson, Savidge and Arnett

[O-34-19](#)

**Planning and Zoning - Appeal Procedures** - For the purpose of clarifying the procedures governing an appeal of a decision of the Planning and Zoning Director; making stylistic changes; and generally related to appeal procedures.

**New Amendment 6:**

Strike lines 41 down through 44 and substitute “An appeal may be taken to the Board of Appeals by a person aggrieved, or by an officer, department, board or bureau of the City aggrieved by a decision of the Planning and Zoning Director other than the issuance of a misdemeanor citation.”

**Alderman Arnett moved to Recommend Favorably-Amendment New Amendment 6:**

**Strike lines 41 down through 44 and substitute “An appeal may be taken to the Board of Appeals by a person aggrieved, or by an officer, department, board or bureau of the City aggrieved by a decision of the Planning and Zoning Director other than the issuance of a misdemeanor citation.”**

**. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Finlayson, Savidge and Arnett

Amendment

Strike Amendment 5, renumber Amendment 6 to Amendment 5

**Alderman Savidge moved to Strike Amendment 5, renumber Amendment 6 to Amendment 5. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Finlayson, Savidge and Arnett

City Manager Jarrell, Planning and Zoning Director Nash, City Attorney Lyles, and Assistant City Attorney Leonard were present and answered questions from the

committee.

**Alderman Arnett moved to recommend with amendments. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Finlayson, Savidge and Arnett

[O-39-19](#)

**Accessory Dwelling Units** - For the purpose of allowing accessory dwelling units in all zoning districts that allow single-family detached dwellings; establishing use requirements for accessory dwelling units; adding certain definitions; making stylistic changes; and generally related to accessory dwelling units.

Motion to change from 800 ft to 625 ft

**Alderman Savidge moved to Recommend Favorably-Amendment. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Finlayson, Savidge and Arnett

Alderman Gay, Planning and Zoning Director Nash, Alderwoman Tierney, and City Attorney Lyles were present and answered questions from the committee.

Motion to accept amendments 1-5

Withdraw Amendment 6

**Alderman Savidge moved to postpone. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Finlayson, Savidge and Arnett

6. Adjournment

**Upon motion duly made, seconded and adopted, the meeting was adjourned at 6:41 p.m.**

**Teekia Green  
City Council Associate**