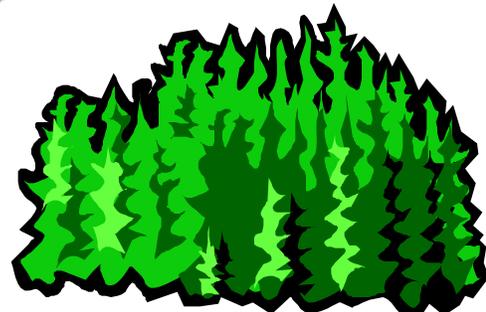
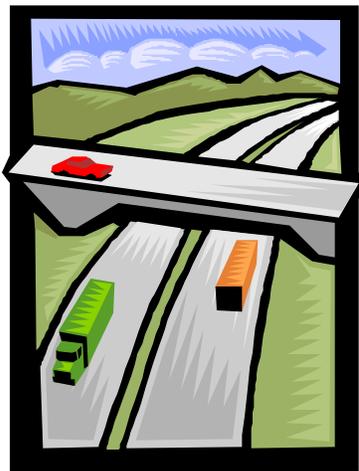


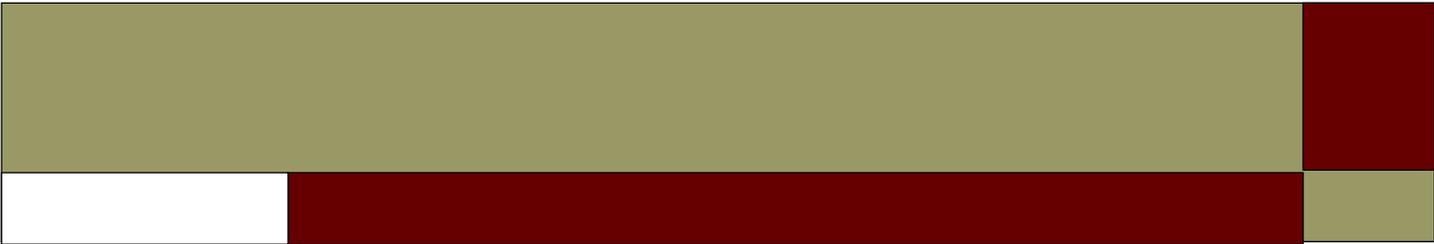
Annual Planning Report 2003

FREDERICK COUNTY

PLANNING AND ZONING DEPARTMENT

12 E. CHURCH STREET
WINCHESTER HALL
FREDERICK, MARYLAND 21701





INTRODUCTION

The 2003 Planning Annual Report for Frederick County, Maryland was prepared pursuant to the requirements of Article 66B of the Annotated Code of Maryland. This Report is a review of the year's planning activities and development trends, summarized to provide an overview of the County's growth and planning activities.

The Planning Commission and Planning and Zoning Department's activities in 2003 reflected a broad range of responsibilities under Maryland State Law. During 2003, several major planning activities were completed including the adoption of a updated Frederick Region Plan, a Moderately Priced Dwelling Units Program (MPDU), Community Design Guidelines & Development Principles, and significant progress on the re-write of the County Zoning Ordinance thru the Citizens Zoning Re-write Committee (CZRC). In addition, continued progress was made on the updates of the New Market and Urbana Region Plans, including the initiation of the "Small Area Plan" processes for the communities of New Market and Lake Linganore.

In 2003, development and residential building activity slightly increased over the previous two years. The County increased its population by roughly 4,913 persons during the year and 1,924 new homes were permitted for construction. In addition, 541 commercial and industrial permits were issued that resulted in \$140 million in new economic activity. The total impact of construction activity in 2003 was \$514 million, the highest value in the last three years. During the year, 88 site plans were reviewed by the Frederick County Planning Commission along with the recordation of 660 new building lots.

The most notable change to Planning in Frederick County was in May of 2003, when the Frederick Board of County Commissioners voted unanimously to centralize the County's land development and permitting process under one division. The goal of the new division is to improve the timeliness of plan reviews as well as the efficiency of the entire plan and approval process.

The Division of Permitting & Development Review is comprised of the Department of Permits & Inspections, Development Review Planning, Development Review Engineering, and the Office of Life Safety. The new Division along with the Division of Planning (comprised of Comprehensive Planning Team, Zoning Administration and Enforcement Team, Mapping and Data Services Team, and the Land Preservation Team) have been working cooperatively on procedural, administrative and technological improvements to improve customer service, deliver a quality product and ease the transition of certain functions from one division to the other.

For further information concerning the data contained in this report, please contact the Planning Division at (301) 694-1138.

PLANNING COMMISSION PROFILE

The Frederick County Planning Commission was created in 1955 with the responsibility for preparing and administering plans and development regulations for the County. Seven members of the Planning Commission are appointed by the Board of County Commissioners. Six members serve for five years while one County Commissioner serves as liaison to the Planning Commission. The Commission holds regular public meetings to review development and planning items. The Planning Commission has final authority over site plans, subdivision plats, Planned Unit Development plans, modifications to the subdivision regulations and determination of Adequate Public Facilities (APFO) for new developments. On items such as zoning map amendments, zoning or subdivision text amendments, and water/sewer plan amendments, the Planning Commission has an advisory role through the provision of a recommendation to the County Commissioners, who have the final authority to adopt or amend these plans and regulations. With regard to Countywide and Region Plans, the Commission has approval authority and forwards such Plans to the County Commissioners for final adoption. Current Planning Commission members are as follows:

- J. Denham Crum, Chairman
- Joan McIntyre, Vice Chairman
- Fern Hines
- Alan Duke
- Bob White
- Joe Brown, III
- Mike Cady, BOCC

The Planning Department staff prepares and administers plans and regulations which fall under the purview of the Planning Commission. The Department has two major sections, Development

Review and Comprehensive Planning. The Development Review Section responsibilities include approving zoning certificates, reviewing site plans and subdivision plats, maintaining the house numbering system, reviewing Board of Appeals applications, and enforcing the Zoning Ordinance, Subdivision Regulations and the Forest Resource Ordinance. The Comprehensive Planning Section prepares and updates the Comprehensive Plan (Volume I: Countywide Plan and Volume II: Region Plans), Master Highway Plan, Water and Sewer Plan, Historic Preservation Plan, Land Preservation and Recreation Plan, Capital Improvements Program, maintains records of historic sites, maintains census information, provides current population estimates and provides planning services to twelve incorporated municipalities, six of which have their own municipal planning staff.

In addition to the Planning Commission and County Commissioners, the following groups, commissions, and committees are served by the Staff of the Department:

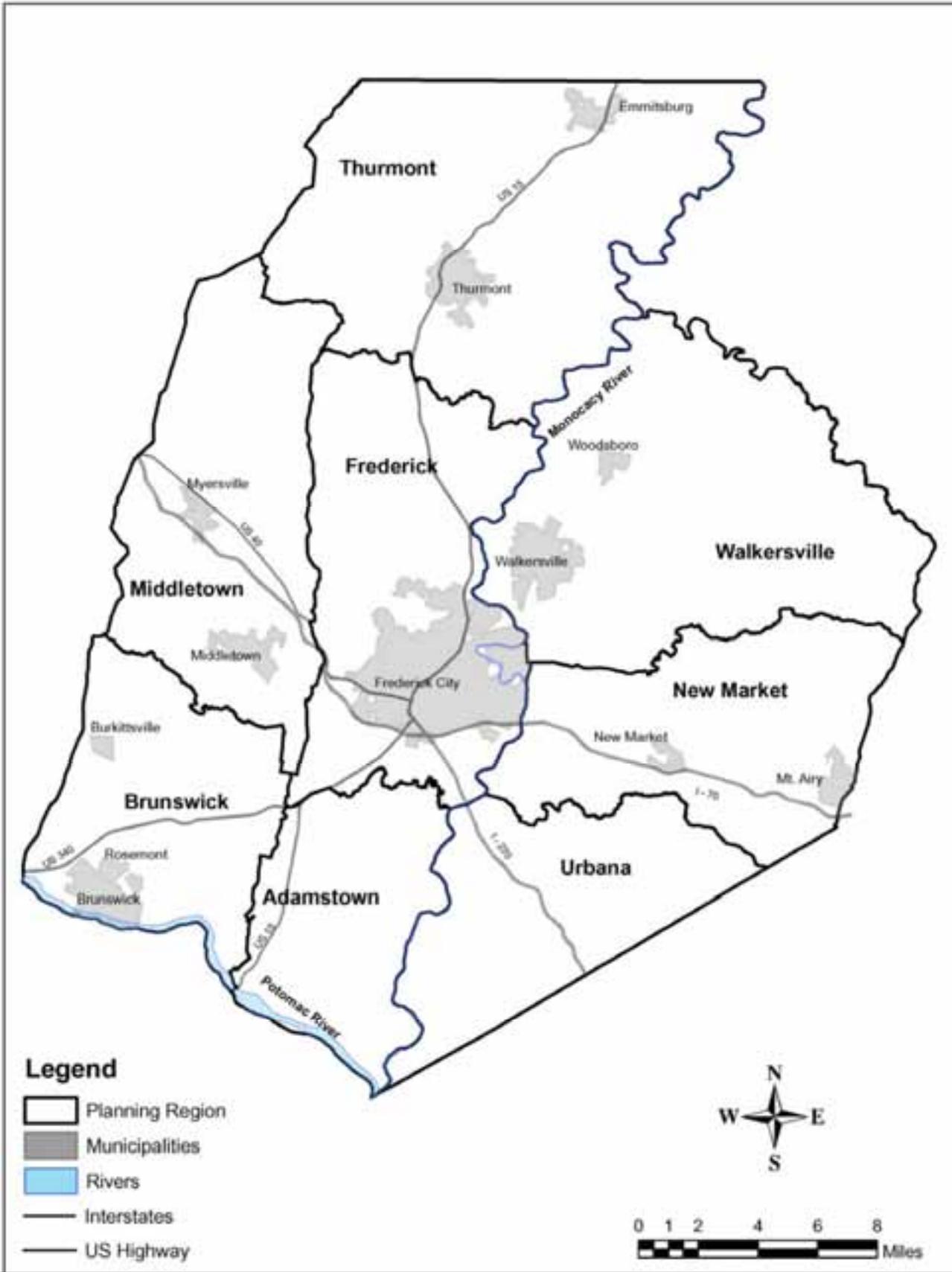
- County Board of Appeals
- County Council of Governments
- County Ag Preservation Advisory Board
- County Ag Reconciliation Committee
- Historic Preservation Commission
- Monocacy Scenic River Board
- 30 separate Municipal Planning Commissions, Appeals Boards and Town Councils

The Staff also provides occasional staff assistance and planning liaison to the following organizations:

- Parks and Recreation Commission
- BOE School Redistricting Committees
- Frederick County Housing Trust
- Transportation Services Advisory Board Committee
- Business & Development Advisory Council



M. Cady, A. Duke, J. McIntyre, D. Crum, F. Hines, B. White, J. Brown



DIRECTORY—CURRENT TO JUNE 2003

BOARDS AND COMMISSIONS

Board of County Commissioners

John L. Thompson, Jr., President
Michael L. Cady, Vice President
John R. Lovell, Jr.
Jan H. Gardner
Bruce L. Reeder

Planning Commission

J. Denham Crum, Chairman
Joan McIntyre, Vice Chairman
Fern Hines
Alan Duke
Bob White
Joe Brown III
Michael Cady, County Commissioner

Board of Appeals

William Brennan, Chairman
Howard Wilson, Vice Chairman
John Snyder
William Shreve
Bernard Bordenick

Agricultural Preservation Advisory Board

Alan Wilcom, Chairman
Barry Burch
David R. Montgomery
Susan Moxley
Zene Wolfe

Historic Preservation Commission

G. Bernard Callan, Jr. Chairman
Krista McGowan, Vice Chairman
Ray Compton
William Crum
Mary Richeimer
Gary D. Baker
Andrea Lowery
Steven G. Elder
Michael A. Powell
Chris T. Matthews
Tyler Bastian
Mark C. Zeigler
Jessica Cramer Winter, Alt.

PLANNING STAFF

Director of Planning and Zoning

Eric E. Soter 301-694-1411

Chief of Comprehensive Planning

Edward P. Gorski 301-694-1142

Land Preservation Administrator

Timothy J. Blaser 301-694-2513

Mapping and Data Services Manager

Sam Householder 301-694-1127

Zoning Administrator

Larry Smith 301-694-1491

Comprehensive Planning

Historic Preservation

Janet Davis 301-696-2958

Transportation

Jim Gugel 301-694-1144

Charles Heath 301-694-2941

Capital Improvements Program & Demographics

Ed Gorski 301-694-1142

Water and Sewer

Carole Larsen 301-694-1135

Watershed Management Strategies

Tim Goodfellow 301-694-2508

Potomac Tributary Team & Other Environmental Features

Carole Larsen 301-694-1135

Tim Goodfellow 301-694-2508

Zoning Administration & Enforcement

Board of Zoning Appeals

Rick Brace 301-696-2940

House Numbering

Mark Walls 301-696-2945

Permit Review

Mark Walls 301-696-2945

Rick Brace 301-696-2940

Zoning Enforcement

Bill Bigelow 301-694-1141

Mapping and Data Services

Senior GIS Analyst

Linda Marcy 301-694-1306

GIS Technicians

Amy Moore 301-631-2325

Christine Graham 301-694-1151

Data Systems Planner

Amber DeMorett 301-694-1155

Land Preservation Activities

Agricultural Preservation, MALPF, Critical Farms, Installment Purchase Program

Tim Blaser 301-694-2513

Sonja Ingram 301-694-1474

Rural Legacy

Peter Vorac 301-694-1150

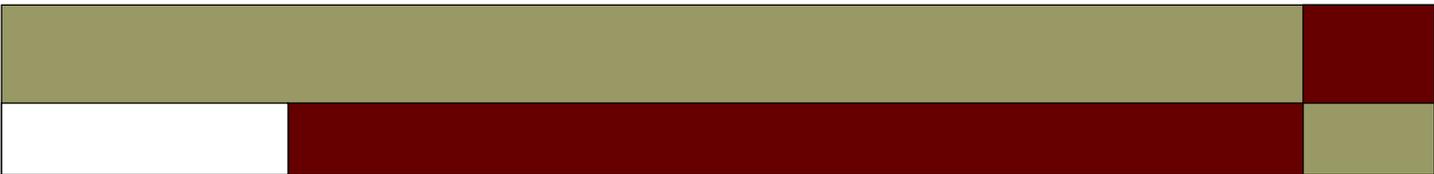
PERMITTING & DEVELOPMENT REVIEW

Director of Permitting & Dev. Review

Gary Hessong 301-694-2028

Chief of Development Review

Michael Thompson 301-694-1145



Growth Statistics and Trends

Population

Frederick County's population increased by roughly 4,913 persons during 2003, bringing the estimated total population to 216,720. Since 1990, population increases have continued to be significant with 66,512 persons added representing a 38% increase. During the 2000-03 time frame, the average annual increase in population has been approximately 5,300 persons.

Areas of the County experiencing the largest share of population growth have been the Frederick and New Market Planning Regions. During the 1990's, almost 65% of the total population increase occurred in these two Regions.

The County Planning Department estimates current population based on building permits issued, occupancy rates and average household sizes across the County. Countywide, the average household size has decreased between 1970 and 2000 from 3.44 persons per household to 2.67. Currently, the County's person per household figure is estimated to be 2.66. This is just one of the several variables considered in projecting future population growth. The current projections predict a County population of 238,290 persons by 2010 and 281,710 persons by 2020. This represents an average annual increase of approximately 4,320 persons.

Housing Construction

In 2003, there were 1,924 new residential development permits issued. This is a significant gain of 285 permits, from 2002 when only 1,639 new homes were permitted for construction. Countywide, this represents an increase of 17% and is 112 permits above the 30-year average of 1,812. Since 1980, there have been 41,952 new housing units constructed throughout the County, an increase of 108% of the County's housing stock in the last 24 years. Approximately 26,751 new homes have been constructed since 1990, a 49% increase. Within the past year, the Frederick and New Market Planning Regions have experienced the greatest new housing construction growth. Since 1980, approximately 50% of the housing growth has taken place in the Frederick Planning Region. The City of Frederick itself, with 24,185 housing units, comprises 30% of the housing stock in Frederick County. Since 1980, around 45% of all new dwellings were constructed within incorporated municipalities. By the year 2010, Frederick County is projected to have a total of 91,445 housing units, and by 2020 a total of 109,491 units.

As of December 31, 2003, Frederick County had an estimated housing stock of 80,961. In 2003, 56% of the new housing units constructed were single-family detached, 29% were duplex and townhomes, 14% were multi-family and less than 1% were mobile homes. 52% of the housing units in major residential developments are single-family detached, 32% are townhouses and duplexes, and 16% are multi-family. The long range housing unit projections call for an average of 1,800 new housing units to be constructed annually and the 1990's have seen an annual average of 2,010 units. The 1,605 new units constructed in 2002, which is 11% less than this projection, included about 230 multi-family dwelling units.

Commercial and Industrial Construction

The total commercial and industrial permits issued in the County in 2003 totaled 541. Types of commercial and industrial permits include new buildings and businesses, additions to existing buildings and changes in tenancy within commercial buildings. Between 1999 and 2003, there was an average of 417 such permits issued annually in the County and Frederick City. Commercial and industrial construction costs totaled more than \$139 million in 2003 including Frederick City activity. This compares to \$55 million in 2002 and a five-year average of \$99 million.



School Enrollments

The Frederick County Public School system enrolled a total of 39,004 students in 34 elementary schools, 11 middle schools, 9 high schools and 3 special facilities. A smaller increase in enrollment for 2003 is partly due to the decrease in housing construction. The decrease in new housing is partially due to restrictions on permits due to the water availability and the County “Adequate Public Facilities Ordinance” (APFO) which restricts new developments until there is adequate schools.

In response to projected enrollments, the Comprehensive Plan and Adopted FY04-FY09 Capital Improvements Program have identified the need for a number of new school facilities, as well as additions and renovations to existing schools, to increase student capacity. The following projects are included in the FY04-FY09 CIP: four new elementary schools and two addition projects, adding new capacity for 2,827 students; two new middle schools and two addition projects, (adding new capacity for 1,800 students); one new high school and two addition projects, (adding new capacity for 1,755 students in addition to the 1,200 student seating capacity currently under construction at Tuscarora High School). These projects will add a total of 7,582 new seats to the school system over the next six years.



Traffic

The steady growth occurring in the County has resulted in increased traffic levels on both the freeway network and on the local streets and highways. Commuter traffic heading into the Washington metropolitan area has created regular delays during the morning and evening rush hours along I-270 and U.S. 15 through Frederick City. The Evergreen Point area and the MD 85 corridor have experienced some of the greatest levels of congestion due to the growth in employment and commercial development as well as traffic construction projects in the area. As a result, the first County-maintained traffic signal was installed at the intersection of Crestwood Boulevard and Corporate Drive.

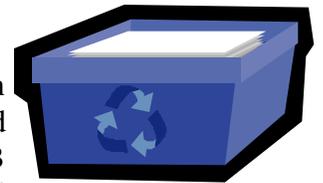


Average Daily Traffic Counts—Major Roads

Location	Year		
	1980	1990	2002
I-70 east of Myersville	24,600	41,474	61,875
I-270 at Monocacy River	33,650	72,500	71,675
I-70 west of MD 75	22,500	30,175	62,825
US 15 north of US 40	33,000	71,200	96,825
MD 26 at Monocacy River	15,000	29,600	32,150

Solid Waste Management

The management of solid waste has become an increasingly important issue in Frederick County. The County is currently operating two landfills, the Reichs Ford Landfill and the adjacent Site B Landfill which opened in January 1997. The Site B landfill was completed in December 1996 at a cost of approximately \$9 million and is the first expansion of the landfill since 1968. This “state of the art” landfill will provide Frederick County disposal capacity throughout the first two decades of the 21st century.



In 2003 the County continued with a Recycling Program that included residential service to the majority of County residents; decentralized yard trimming collection sites; a county-operated rubble fill and the first cell of the new Site B Landfill. The County curbside recycling program covers Frederick City, all incorporated towns in the County, and the largest and most dense developments in the County, including the Ballenger Creek developments, Lake Linganore and Spring Ridge. Curbside recycling pickup has also expanded into the Holly Hills area. The twelve satellite drop off centers continue to be well-utilized by County residents.

Library Services

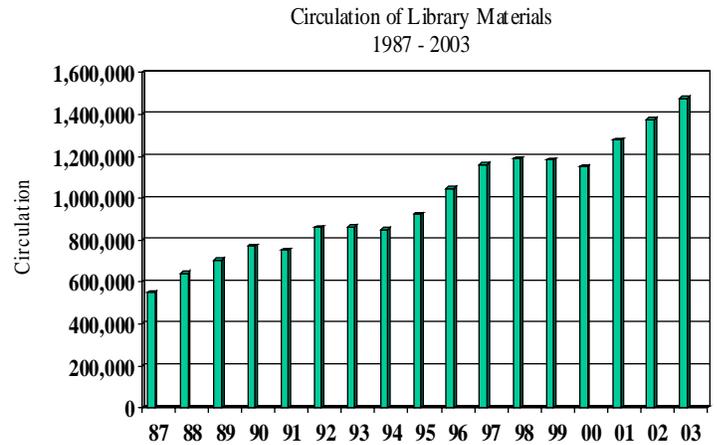


Circulation of library materials is an important indication of the demand for library services. This circulation includes books, audiovisual materials and other equipment and material. As of 2003, there were roughly 96,176 registered borrowers of material in Frederick County. During 1998, the library implemented a new system where borrowers were deleted from their database if their card had not been used for 3 years or longer.

Since 1999, the library circulation has increased 25%. In addition to a greater availability of services and an increase in the selection of materials, this is in part a reflection of population growth.

**Frederick County Library System
Circulation of Material: 1987—2003)**

<u>Year</u>	<u>Circulation</u>
1987	547,125
1988	645,400
1989	707,678
1990	770,941
1991	751,900
1992	861,387
1993	864,180
1994	850,909
1995	924,815
1996	1,046,386
1997	1,159,836
1998	1,187,743
1999	1,183,631
2000	1,150,378
2001	1,279,187
2002	1,375,441
2003	1,477,535



Board of Appeals

The Frederick County Board of Appeals heard 44 cases in the course of the 2003 docket year, a 15% increase over the previous year, and a significant change from the downward trend of the past few years. Over 30% of the cases involved yard variances, with most but not all being granted. Accessory apartments constituted the largest number of special exceptions [or conditional uses] considered by the Board this year; all were granted. As the original 1991 legislation adopting accessory apartments contemplated these units to be a private sector approach to providing affordable housing and to help resident owners remain on their property, the 50 + units created thus far make some progress toward achieving such goals. The second most numerous special exceptions concerned landscape businesses, several being established

businesses in adjacent counties now moving to Frederick. Other notables included consideration of auto repair facilities, a winery, an artist studio, a camp and a place of worship. Two cases regarding solid waste transfer stations were withdrawn without appeal.

While the Board heard only 3 cases of Administrative Appeal this past year, it is anticipated by staff that more cases may be forthcoming after adoption of a new zoning ordinance sometime in 2004-2005. This anticipated trend would be consistent with adoption of past ordinances.

This year also completed a year of significant change in membership for the Board, expanding from the original 1959 level of 3 members to its present 5 members.

Notable Board Cases for 2003

File No.	Applicant	Request	Planning Region	Action
B-03-02	Bishop Claggett Center	Expand retreat/conference center	Adamstown	Approved
B-03-03	Black Ankle Winery	Establish winery and special events	New Market	Approved
B-03-04	Chester Stello	Establish landscape/nursery	Adamstown	Approved
B-03-06	John and Mary Hager	Establish accessory apartment	Adamstown	Approved
B-03-07	Nextel	Expand telecom equip area	New Market	Approved
B-01-49	Davis Branch Center	Address Circuit Court instructions	New Market	Approved
B-03-10	Dawn Lummer	Est. accessory apartment	Urbana	Approved
B-03-09	Steve and Cynthia Alderton	Admin. Error—Home occupation	Adamstown	Disapproved
B-03-12	Kenneth Barth	Establish landscape company	Urbana	Disapproved
B-03-15	Ada Morders	Exp. a legal non-conforming structure	New Market	Withdrawn
B-03-19	Zamora Auto Body, Inc.	Est. auto repair facility	Adamstown	Approved
B-03-18	CIFCO at New Market	Admin. Error—FcPc RE:SP-86-39	New Market	Approved
B-03-21	Richard Cox	Est. accessory apartment	Adamstown	Approved
B-03-22	Sharon Rudy	Est. accessory apartment	Middletown	Approved
B-03-23	Barbara Davis	Est. accessory apartment	New Market	Approved
B-03-20	Dynamic Automotive	Est. auto repair facility	Urbana	Approved
B-03-25	Patricia Culler	Est. tourist home	Adamstown	Pending
B-03-27	Jackson Chapel UM Church	Expand place of worship	New Market	Pending
B-02-14	Frederick Kubota	Admin. Error—Site Plan	Walkersville	Denied
B-02-36	David Leas	Admin Error — Lot of Record	Adamstown	Pending

Zoning/Subdivision Text Amendments

The Planning Commission reviewed three proposed text amendments to the Zoning Ordinance during 2002 and one Zoning Map Amendment.

Zoning Text Amendments Reviewed

R-T-02-01—Zoning Ordinance Update, Board of County Commissioners to repeal the existing Zoning Ordinance and adopt a new Zoning Ordinance for the Unincorporated areas of Frederick County—*Withdrawn*

R-T-02-02—Staff request to amend Sections 1-19-46(i) and 1-19-412(b) to extend the time of approvals granted by the Board of Appeals for variances and special exceptions, and the Planning Commission (for site plans) from a period of one year to a period of two years, and to give the authority for the Zoning Administrator to grant a further 6 month extension—*Approved*

R-T-02-03—Board of County Commissioners/Staff to amend Sections 1-19-4, 1-19-240, 1-19-321, 1-19-322, 1-19-324, 1-19-357, 1-19-427, 1-19-434 in order to implement an Moderately Priced Dwelling

Unit (MPDU) program for the County—Board of County Commissioners approved a companion MPDU ordinance—*Approved*

R-T-02-04—Board of County Commissioners—Request to expand the Board of Appeals from three to five members—*Approved*

Zoning Map Amendments Reviewed

F-88-50—Hogan—Amend condition of rezoning to increase limit on size of new construction—*Continued*

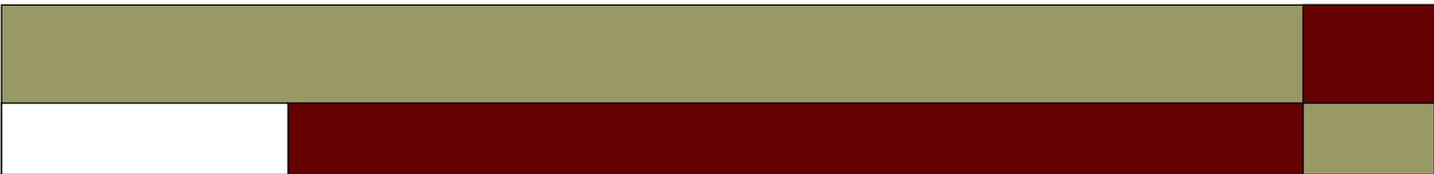
R-93-4—Westview—Amend Condition of Rezoning request to add 1.1 acres of Retail Commercial to 20 acre site in MXD – *Approved*

R-03-04—Bare/Nusbaum—Request to change the current R-3 Residential zoning classification to Planned Unit Development (PUD) on 7.6 acres, located on the north side of Interstate 70 at the terminus of Newport Drive adjacent to the Spring Ridge Community — *Pending*

Development Impact Fees

Revised Development Impact Fees were adopted effective July 1, 2002. These fees were expanded in January 2001 from just schools to also include a fee for libraries from new residential development. The annual collections from impact fees has more than doubled since 1998 with over \$9.8 million collected last year.

The Planning Staff assisted the Division of Finance in an Update to the 2000 Tischler and Associates Impact Fee Study. The purpose of which was to update the Fees based on current key assumptions such as cost per square foot; square footage per pupil; pupils per households; local share of building construction costs; principal payment credit per student; principal payment credit per persons per household;



Development Impact Fees (Cont'd)

The Fee History is provided in the following chart:

	2000 Updated Study			Fees Effective July 1, 2003			2003 Updated Study Proposed		
	Public School	Library	Total	Public School	Library	Total	Public School	Library	Total
Maximum Supportable Impact Fee Per Housing Unit									
Single Family Detached	\$6,509	\$397	\$6,906	\$6,867	\$414	\$7,281	\$9,129	\$487	\$9,616
Townhouse/Duplex	\$4,365	\$355	\$4,720	\$4,805	\$370	\$4,975	\$6,193	\$455	\$6,648
Other Residential*	\$1,218	\$263	\$1,481	\$1,285	\$274	\$1,559	\$1,724	\$306	\$2,030

Unit Type	2002 Fee	2003 Fee	Impact Fee Revenues	
			Year	Amount
Single Family Detached	\$7,144	\$9,616	1998	\$ 4.5 million
Single Family Attached	\$4,882	\$6,648	1999	\$ 6.5 million
Condominium Unit	\$1,530	\$2,030	2000	\$10.6 million

Zoning Enforcement

The Zoning Inspector continued to investigate complaints about possible Zoning Ordinance violations. Over 821 initial and follow-up inspections were conducted in order to determine if violations exist. Complaints held stable at 288 in 2002 and 274 in 2003. This is a slight decline within the year. County staff also provides zoning enforcement for the municipalities of Rosemont, Burkittsville, and New Market.

Violations of the Zoning Ordinance are enforced through civil citations and fines. The imposition of fines is used as a deterrent and is not intended to be a revenue generator for the County insofar as ensuring compliance with the land use regulations. In addition, the County does not have the option of pursuing criminal action. As a last resort, some cases are adjudicated through the District Court.

<u>Zoning Violation Inspections</u>	<u>Total</u>	<u>Percentage of Total</u>
Zoning Certificate/Permit Compliance & Follow-up	130	47%
Nuisance	61	22%
Site Plan Conformance	18	7%
Home Occupations	29	11%
Miscellaneous	<u>36</u>	<u>13%</u>
Total Inspections	274	100%

Zoning Ordinance Update

In July of 2003, the CZRC (Citizens Zoning Review Committee) transmitted its Final Report to the Board of County Commissioners for their consideration. The report was a culmination of over 15 months of work by the Committee as they conducted over 30 meetings to obtain citizen input and engage in detailed discussion in order to provide a broad spectrum of views on the Zoning Ordinance Update.

On March 26, 2002 the Frederick Board of County Commissioners (BOCC) appointed a Citizens' Zoning Review Committee (CZRC) to *recommend amendments, revisions, or the rewriting of specific changes to the Zoning Ordinance following review of the current Zoning Ordinance (Ch. 1—19, Zoning, Frederick County Code), the proposed "Public Hearing Draft Zoning Ordinance" (January 2002), and any recommendations presented during previous Zoning Ordinance update efforts.* Four informational and educational regional forums were held in April of that year and covered a wide range of zoning issues providing general feedback from the citizens of Frederick County on the current zoning ordinance and the previously proposed draft ordinance.

The following organizations were represented on the Citizens' Zoning Review Committee: Committee for Frederick County, Inc.; Chamber of Commerce of Frederick County; Frederick County Builders Association; Frederick County Civic Federation; Frederick County Farm Bureau; Frederick County Planning Commission; Frederick County Pomona Grange; Land Use Council of Frederick County Builders Association; League of Women Voters of Frederick County, Inc., and the Sierra Club. In addition five individuals filled at large positions on the CZRC.

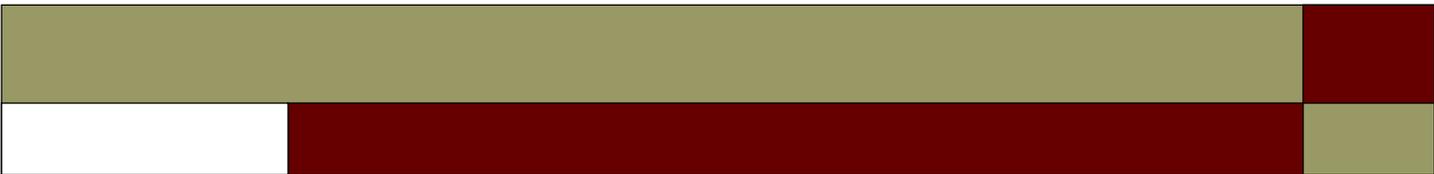
The BOCC also hired a facilitator from the Institute for Government Services (IGS) of the University of Maryland to assist staff and the CZRC in meeting its charge. A more complete description of the "facilitation process" is included in the body of this report.

The CZRC "kicked-off" their effort to review and recommend changes to the zoning ordinance on April 25, 2002. The Committee decided early to utilize the current zoning ordinance as the basis for their review and recommendation. However, they would often consult the previously proposed Draft Zoning Ordinance and any other resource material to gain a better understanding and to provide a complete and thorough recommendation to the BOCC. In order to review such a lengthy and sometimes complicated ordinance, the Committee decided to divide the ordinance into themes. This "thematic" approach allowed staff to prepare the Committee with background information and discussion papers based on specific topics.

The nine major themes that were identified included *General Consideration, General Uses, Zoning Districts, Use Table, Environmental Guidelines, Design Guidelines, Historic Preservation, Administration and Enforcement, and Special Referrals.* There were numerous topics related to each general theme that dealt with specific issues. A complete listing is provided for in the table of contents.

The members supported a reorganization of the existing Ordinance as opposed to a total re-write of the document. The consensus being that although elements of the Ordinance need considerable revision and updating, building on what is working and desirable in the existing Ordinance is the preferable alternative to a total re-write.

With regards to the individual zoning districts (Resource Conservation, Agricultural, Residential, Commercial and Industrial) the CZRC generally supported a flexible regulatory approach. They noted on



several topics that incentives should be developed to allow for density/development to occur while providing for the ability to preserve natural, cultural and historical resources. The Committee recommended using a performance based approach for certain uses in order to achieve compatibility with adjacent and surrounding land use. The continued use of the Mixed Use Development (MXD) and Planned Unit Development (PUD) Floating Zones was seen as a positive approach in achieving excellence by design. However, the Committee felt that some of the floating zone flexibility and the procedural methods should be considered for application in the Euclidean type zones. Added floating zones and flexible development options were also encouraged to be used to achieve more integrated developments with excellence of design.

The CZRC strongly recommends that the Use Table be continued and expanded upon in any Zoning Ordinance update. They felt that the ability to cross reference uses with districts and get a clear understanding of what is permitted in a certain zone is needed. The Committee added that the use table be expanded to include more of the current types of uses established today and perhaps delete or redefine some of the existing uses. To that end they recommend that any use listed on the Use Table, be accompanied by a clear and unambiguous definition.

A series of Environmental Regulation topics were discussed, including such issues as Overlapping Regulations, Wellhead Protection, Stormwater Management (SWM), Sensitive Environmental Features, Natural Resources Inventory (NRI), Forest Resource Ordinance (FRO), Monocacy Scenic River, Highway Noise Mitigation, and Archeological Review. This theme was difficult due to the extent to which other regulations control and overlap with the zoning standards. To that end, the CZRC felt that strengthening the Environmental Regulations, perhaps into one document (at least for reference purposes) would be helpful. The Committee generally felt that a number of these topics are adequately addressed in the specific regulations for their purpose and intent. However, to the extent that the Zoning Ordinance can complement those regulations, a higher level of preservation and enhancement of environmental and natural resources will be achieved.

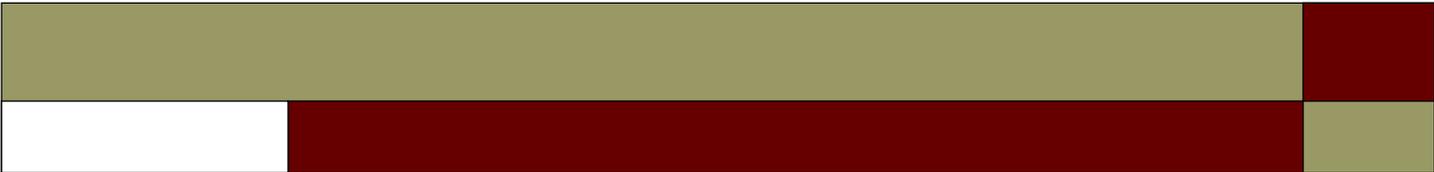
Lastly, the discussion of Administration and Enforcement focused on the extent that public input is folded into the review and approval process. Specific time limits for appeals, the use of a zoning hearing officer, administration variances and notification/posting requirements were all discussed. They noted that clear notification and posting requirements should be developed. The Committee also discussed issues related to signage and the need for additional, larger, and cleared signage posting.

The Board of County Commissioners (BOCC) began their review in October of 2003 and continued to hold work sessions to review the final recommendations from the Citizens Zoning Review Committee (CZRC). The meeting dates for 2003 were as follows:

- October 30, 2003
- November 4, 2003
- December 2, 2003
- December 16, 2003

The BOCC also completed the following work sessions for 2004, however, it is anticipated that several more work sessions will be needed until the review is ultimately completed.

- January 6, 2004
- January 20, 2004
- February 3, 2004
- February 24, 2004
- March 23, 2004
- March 03, 2004



Comprehensive Planning Highlights

Regional Plans

For the purposes of long-range planning, Frederick County is composed of eight Planning Regions. These regions serve as the basis for preparing comprehensive plans for future land use and zoning, community facilities, roads, highways and the environment. Since the adoption of the County-wide Comprehensive Plan in 1990, all eight regional plans including: Adamstown, Frederick, New Market, Urbana, Walkersville, Thurmont, Middletown and Brunswick have been updated and re-adopted. This was followed by the adoption of an Updated County-wide Comprehensive Plan in 1998. This was followed by the Adamstown Region Plan in 2001. The following activities occurred in 2003:

New Market Region Plan Update:

Planning Staff released the Staff Draft of the New Market Region Plan in November to begin the public hearing, review and approval process with the Planning Commission and Board of County Commissioners.

In December the Department held two open houses in the Region to introduce the Staff Draft to citizens. Over 300 citizens attended to examine the Staff's proposed Comprehensive Plan designations and zoning classifications for the Region.

Planning Staff invited 2,700 residents in the Linganore Regional Community to attend a daylong planning forum at Deer Crossing Elementary School in January. A Citizens' Advisory Committee was formed after this meeting and worked with staff for six months to create a Small Area Plan for the Linganore Community. The Small Area Plan was designed to be an integral part of the New Market Region Plan and was created to guide future

development of the Linganore PUD ('Eaglehead on the Lakes') and to aid in the protection of the Lake Linganore drinking water reservoir.

The first Planning Commission public hearing on the Staff Draft is scheduled for February 2004 with workshops to begin in March 2004, which will culminate in the formulation of a Planning Commission recommended New Market Region Plan to forward to the Board of County Commissioners.

Urbana Region Plan Update:

During 2003 work continued on the update of the Urbana Region Plan. Following the Planning Commission's public hearing in January 2003, public workshops were held to review and discuss the various comments and issues. A second public hearing was held in September 2003 for a Draft Recommended Plan. The Planning Commission voted on a Recommended Plan in November 2003. The most significant change in the Plan from the 1993 version is an expansion of the Urbana community beyond the existing PUD.

AGRICULTURAL PRESERVATION ACTIVITIES

Maryland Agricultural Land Preservation Program Foundation (MALPF) Program:

Since 1980 the County has participated in the Maryland Agricultural Land Preservation Program (MALPF). As part of the Agricultural Preservation Program, property owners meeting minimum requirements may request to enter their land into an Agricultural Land Preservation District. As of December 2003, 8,779 acres of farmland are established as Agricultural Land Preservation Districts in Frederick County, thus reinforcing the planning goals of protecting farmland from inappropriate development. This number does not include the MALPF Districts that are now MALPF Easements or Installment Purchase Program (IPP) Easements.



The second step in the MALPF process is the sale of development rights easements to the State or County. In 2003, 8 farms applied to sell their development rights through the State Program. By the end of 2003, there were a total of 102 farms permanently preserved on 16,226 acres through the MALPF Program in Frederick County.

Critical Farms Program:

Frederick County is in its 10th year of the Critical Farms Program. By the end of 2003, 18 farms totaling 2,365 acres were purchased using Critical Farms funds, 12 of these farms have gone on to sell permanent conservation easements. The FY03 program included preservation on two farms comprising 274 acres, the Tressler farm in Mt. Airy and the Grimes farm in the Taneytown region. The Critical Farms Program works by purchasing options to acquire easements on farms that are being sold to full-time farmers. This allows the prospective purchaser to be able to purchase farmland in the County by providing the “up front” capital needed for such a purchase. Once the

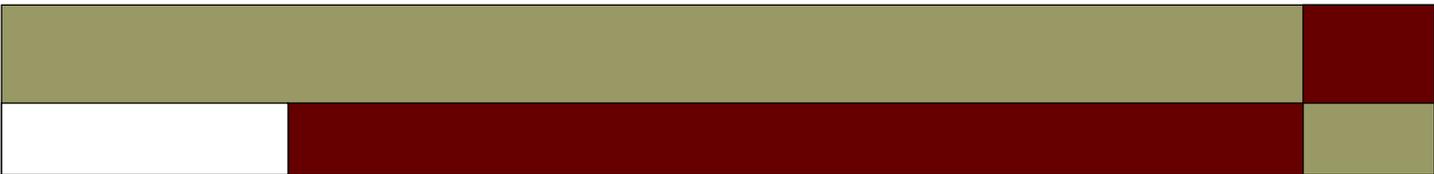
County has purchased the option through the Critical Farms Program, the farmer must apply for a period of five years to sell and easement under the Maryland Agricultural Land Preservation Program or other governmental programs. If the applicant is successful in selling an easement to the State, they are to repay the county the original option amount which is then recycled into the program. If they are not successful with the State purchase of the easements, the landowner may allow the County to record an easement at no additional cost.

Rural Legacy Program:

The Rural Legacy Program is a State/County land preservation program created in 1999 and funded through grants from the Department of Natural Resources (DNR) and County matching funds. The County partners with the Mid-Maryland Land Trust Association (MMLTA) for the implementation and management of the program. The Frederick County/MMLTA Rural Legacy Area is located in the Brunswick and the Middletown Planning Regions. The Rural Legacy Program has completed the last 5 years with 21 easements on 2,684 acres.

The major program goals are (1) to preserve and protect high quality agricultural land and diverse farming operations; (2) to support and enhance the agricultural resource economy of the region; (3) to protect the view shed from the Appalachian Trail, the South Mountain Battlefield State Park, and along US Alt 40, MD Route 17 and US 340 scenic highway corridors; (4) to concentrate easements contiguous to existing, permanently preserved land; and (5) to protect and preserved the cultural, historic and rural character of the area..

In 2003, Frederick County and the Carrollton Manor Land Trust submitted a second Rural Legacy grant application for the area of Adamstown. Currently, no details concerning the funding for the application have been received from the state.

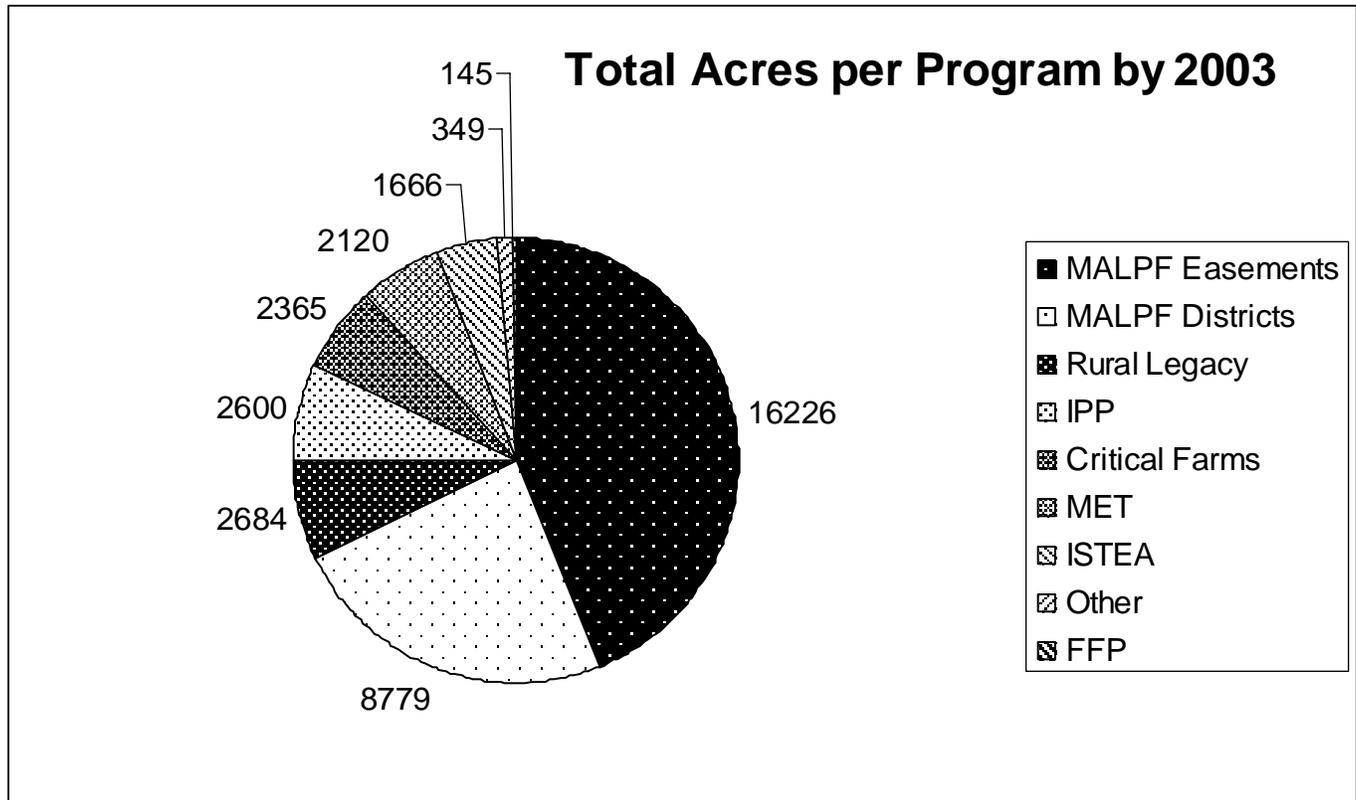


Installment Purchase Program (IPP):

Created in 2002, the Installment Purchase Program is designed to assist farmers in acquiring capital from their farms and to accelerate land preservation in order to help achieve the County’s goal of preserving 100,000 acres by the year 2020. The requirements for IPP easements are similar to the MALPF Program but the method of payment differs in that payments are made through the use of (10-20 year) Installment Purchase Agreements. Funding for the IPP Program is generated by a 15% share of the County’s Recordation Tax. At the end of 2003, 12 farms comprising over 2,600 acres were preserved through the County’s IPP Program. It is anticipated that another 23 farms will be receiving offers for easement purchases in 2004, protecting a total of over 6,000 acres.

Other Land Preservation Programs:

Agricultural land in Frederick County has also been protected through the Federal Farmland Protection Program (145 acres); the Maryland Environmental Trust (2,120 acres); and ISTEA, The Inter-Surface Transportation Enhancement Act (1,666 acres). With the inclusion of these programs, Frederick County has reached over 28,000 acres of permanently preserved land (including Critical Farms properties). A further 8,700 acres are under Agricultural Districts. The following chart shows the acres preserved per program:



Transportation

The Planning Department is responsible for coordinating a variety of transportation plans and studies, which involve highway, transit, and bicycle facilities. Long-range plans for these facilities are addressed through the development of the Region Plan updates and through the implementation of the County's Master Transportation Plan. Described below are various County and State projects and studies that were underway in 2003.

Boyers Mill Road: Planning and design for the upgrade of the roadway between Gas House Pike and Old National Pike to include shoulders and straighten out the alignment of curves and hills.

Ijamsville Road: Planning for the upgrade of the existing roadway between Bush Creek and MD 80 including a new bridge over Bush Creek.

Spectrum Drive: Design for the upgrade of the roadway between MD 85 and four-way stop at Holiday Drive. Construction scheduled for 2005.

English Muffin Way: Widen roadway to four-lane road between MD 85 and New Design Road.

I-270/US 15 Multi-Modal Study: This study is coordinated with the State Highway Administration and the Maryland Transit Administration and has been underway since 1994. The study addresses highway and transit improvements between the Shady Grove Metro station and Biggs Ford Road north of Frederick. Public hearings were held in June 2002 and the County recommended a preferred alternate in October 2002. The State will be identifying its preferred alternate in late 2005.

MD 85 Project Planning Study: This study was initiated in 2000 and proposes widening and access improvements to MD 85 between English Muffin Way south of I-270 and Guilford Drive just south of I-70. The approved alternate proposes a 4-lane divided roadway with a varying median width. Phase 1 of the project, which focuses on the I-270

interchange, is underway with design/engineering.

US 15/MD 26 Project Planning Study: This project was originally part of the I-270/US 15 study but was broken out as a stand-alone project in 2000. The approved alternate only includes a new ramp from westbound MD 26 to northbound US 15.

Annual Transportation Priorities Review: Following the adoption of the County Master Transportation Plan in December 2000 the Planning Department expanded what was originally a focus on State highway priorities to include transit and bikeway/pedestrian facilities. These priorities include the State Secondary Highway Priority Listing as well as priorities for County projects that could be considered for the upcoming Capital Improvements Program. The County's priority for State Secondary Highways for Year 2003 include the following:

- MD 75—Reconstruct existing roadway between I-70 & MD 355.
- US 40A—Address possible reconstruction, widening and/or relocation of roadway in the Middletown-Braddock Heights corridor.
- MD 464—Reconstruction as a two-lane roadway between MD 74 and Lander Rd.
- MD 180/351—Multi-lane reconstruction between I-70 and Crestwood Blvd.

Other Transportation Tasks: Staff also participated in various tasks with the National Capital Region Transportation Planning Board (Washington Council of Governments), the County's Transportation Services Advisory Council (TSAC), and the County's Division of Public Works.

Community Facilities

Coordination of the priority and location of community facilities is a key element in the comprehensive planning process. Through the Capital Improvements Program, preparation of plans for water and sewer, parks and other facilities, the Planning Commission can provide the necessary linkage between the County Comprehensive Plan and functional plans for special facilities.

Capital Improvements Program:

The Planning Department with the Budget Office and Finance Department jointly prepares a six-year Capital Improvements Program. Following submittal of requests by departments and agencies, the staff prioritizes and schedules the requests after careful review of the County Comprehensive Plan and funding resources including a debt affordability limit analysis for proposed bonding. The recommendations of the staff are then presented to the Planning Commission for review and comment and, finally, to the Board of County Commissioners for decision.

The Capital Improvements Program (CIP) for FY04-09 was adopted in June 2002. The CIP totals over \$608.6 million from a variety of funding sources. The Program includes 13 growth projects, 6 renovations, 12 building maintenance and 6 technology projects for general government. The CIP also includes 13 major water/sewer projects; 19 Parks & Recreation projects; 4 Development Review/Public Works projects; and 39 Road/Bridge/Highway projects. Frederick Community College was provided funding for 9 projects while over \$280 million is earmarked for Board of Education projects and almost \$80 million for transportation projects.



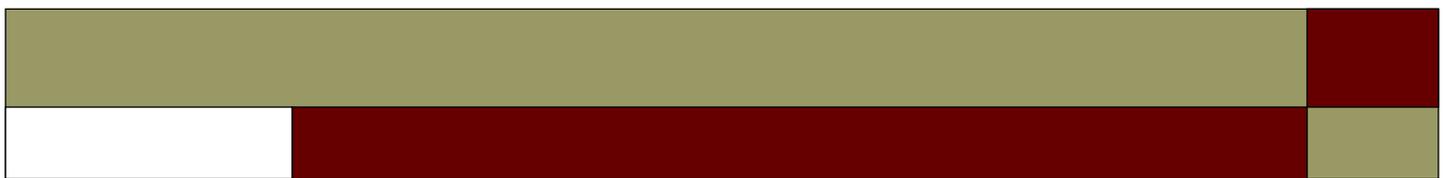
The greatest source of revenue for the County is real estate taxes which comprise 46% of the total revenues. The second largest source of revenue (36%) is the County portion of the income tax. Together, these two taxes comprise more than 82% of the County's current revenue. Other CIP funding sources include impact fees, State & Federal Grants, recordation and excise taxes and other special taxes ie fire & rescue. General Fund revenues and General Obligation Bonds are the primary County funding sources for the Capital Improvements Program. In order to establish a safe level of debt, the County utilizes a Debt Affordability Model, which facilitated the establishment of a Debt Affordability limits. This limit assists in the establishment of sound fiscal management policies for the County, and helps to ensure the maintenance, or possible improvement, of the County's credit rating.

Water & Sewer Amendments:

The Planning Department semi-annually accepts applications to change the classifications of properties for timing of water / sewer service in the Water and Sewerage Plan. This Plan is coordinated with the County Comprehensive Plan and Zoning map and development approvals to ensure consistency between these documents. During 2003, twenty-five (25) applications for changes in water and sewer designations throughout the County were reviewed.



<u>Case</u>	<u>Applicant</u>	<u>Location, and Request</u>	<u>Action</u>
WS-02-23	Staff	Chapter 1 Amend Policy 3(b), Policy 4(j), and Review and Amendment Procedure 1b.	Approve
WS-02-33	75-80 Dragway	W. side Green Valley Rd., N. of dragway. Reclassify from S-4 Dev. to S-3 Dev. & Locate an interim pump station & force main to the Monrovia WWTP	Continue
WS-03-02	Town of New Market	Repeal subsidiary Town Water & Sewerage Plan	Approve
WS-03-03	Town of New Market	Reclassify all properties in Town, excluding Royal Oaks, Marley Gate and New Market Middle and Elementary Schools, from W-3 Dev. to W-5 Dev.	Approve
WS-03-04	VFW	Reclassify 58.4 acres, located south side US 40 Alt. and east of Mt. Philip Road, City of Frederick, from W-4 Dev. to W-3 Dev.	Approve 1.7 acre
WS-03-05	Detrick Overlook, LLC	Reclassify 53.925 acres, located north and south Shookstown Road, east (Waverly Overlook PND) off Waverly Drive, Frederick City, from W-4 Dev./S-4 Dev. to W-3 Dev./S-3 Dev.	Approve
WS-03-06	Rowland Ridge	Reclassify 25 acres, located at the end of Hilltop Road along Washington County line, from W-4 Dev./S-4 Dev. to No Planned Service	Approve
WS-03-08	Land Stewa4rds, LLC	Reclassify 415 acres, located at Lake Linganore— "Hamptons", north and south sides Gas House Pike, from W-5 Dev./S-5 Dev. to W-4 Dev./S-4 Dev.	Approve
WS-03-09	Land Stewards, LLC	Reclassify 67 acres, located Lake Linganore— "Woodridge", south side of Gas House Pike, from W-5 Dev./S-5 Dev. to W-4 Dev./S-4 Dev.	Approve
WS-03-10	Aspen Assoc. Ltd. Partnership	Reclassify 83 acres, located Lake Linganore— "Aspen", from W-5 Dev./S-5 Dev. to W-4 Dev./S-4 Dev.	Approve
WS-03-11	HP Payne Construction	Reclassify 83 acres, located east side McClain Road, from W-4 Dev./S-4 Dev. to W-3 Dev./S-3 Dev.	Continue
WS-03-12	Town of Middletown Hollow Creek Golf - Course Irrigation Pond	Show point of discharge for seasonal discharge	Approve
WS-03-13	Donald Klimkiewicz	Reclassify 7.491 acres, located on the north side of US 40A, approximately 500 ft. east of Hollow Road, from W-1 Dev./S-1 Dev. to W-5 Dev./S-5 Dev.	Approve



WS-03-14	Rocky Pointe	Reclassify 5.12 acres, located on the east side of Rocky Springs Road between Kemp Lane and Christopher’s Crossing, Frederick City, from S-4 Dev./W-4 Dev. to S-3 Dev./W-3 Dev.	Continue
WS-03-15	Cannon Bluff	Reclassify 66.88 acres, located on the north side of Walter Martz Road, adjacent to Tuscarora Knolls PND, City of Frederick, from W-4 Dev./S-4 Dev. to W-3 Dev./S-3 Dev.	Approve
WS-03-16	Health Department/ Grace Trinity UCC	Grace Trinity UCC, 9501 Old Baltimore Road, south side of MD 144, east of Winding Ridge Subdivision, reclassify 1.73 acres from W-5 Dev./S-5 Dev. to W-3 Dev./S-3 Dev.	Approve
WS-03-17	RESOURCES/ Hurney Builders	Reclassify 2 acres, located on the north side of Bartonsville Road east of Bells Lane, adjacent to Winding Ridge Subdivision from S-5 Dev. to S-3 Dev.	Continue
WS-03-18	Land Stewards, LC	Reclassify 299 acres, located at Lake Linganore “Town Center” from W-5 Dev./S-5 Dev. to W-4 Dev./S-4 Dev.	Continue
WS-03-19	Land Stewards, LC	Reclassify 340 acres, located at Lake Linganore—”Woodridge” from W-4 Dev./S-4 Dev. to W-3 Dev./S-3 Dev. and add water tank & booster pump station	Continue approve Tank & pump sta.
WS-03-20	Land Stewards, LC	Reclassify Parcels 56 & 159, located at Lake Linganore— “Aspen” from W-4 Dev./S-4 Dev. to W-3 Dev./S-3 Dev.	Continue
WS-03-21	Land Stewards, LC	Reclassify 163 acres, located at Lake Linganore—”Alpine” from W-4 Dev./S-4 Dev. to W-3 Dev./S-3 Dev. and add tank & booster station symbol	Continue approve Booster sta. & tan
WS-03-22	RJD Development Corporation	Reclassify 131.487 acres, located south of the southeast quadrant of the I-70/MD 75 interchange from W-5 Dev./S-5 Dev. to W-4 Dev./S-4 Dev.	Approve
WS-03-23	Mill Creek Sub.	Reclassify 66 acres south side Jones Road, west of MD 75, south of Libertytown	Continue
WS-03-24	Dynamic Automotive	Reclassify 1.26 acres east of Exxon property on Old Fingerboard Road, 300 ft. east of intersection with Church Rd. in Urbana from W-5 Dev./S-5 Dev. to W-3 Dev./S-3 Dev.	Approve

Municipal Planning Services

In addition to serving County officials, the Planning Staff provides direct services to ten municipalities. Under this program, County staff serves as a liaison for County/Municipal planning activities and/or as advisors to town officials in reviewing site plans, subdivisions, rezonings, text amendments, Board of Appeals cases and zoning administration services. The staff also prepares special studies as requested. Seven municipalities have the services of their own full-time planner(s) (Frederick City, Mount Airy, Emmitsburg, Walkersville, Brunswick, Middletown and Myersville), although the County staff still serves as a liaison to those municipalities. Major rewrite of Burkittsville development Ordinances. Participation in Frederick City Comp Plan re-write.

Annexations: Four (4) petitions for annexation covering 220 acres in three different municipalities were reviewed in 2003. Three annexations were approved and one was denied at year's end. For municipalities without their own planner, the staff prepares an "Extension of Services Report" as required under Maryland Law. The staff also prepares recommendations to County officials who must review the requests for zoning consistency with the County Comprehensive Plan. The 2003 annexation requests are listed below:

<u>Municipality</u>	<u>Applicant</u>	<u>Location</u>	<u>Acres</u>	<u>Proposed Zoning</u>	<u>Action</u>
Brunswick	Brylawski & New Addition	North of Potomac St.	15	R-1	Denied
Emmitsburg	Bollinger Properties LLC	Westside Irishtown Rd.	20	Residential	Approved (Jan. 2004)
New Market	Seawright Property	Northeast and northwest quadrants of MD Rt. 75 and Old National Pike	58	B-2 Shopping Center Dist. & R-3 High Density	Approved
Thurmont	Thurmont Little League et al	End of Woodland Ave.	12.7	Open Space Residential	Approved

Other Major Projects

Wellhead Protection: The County has convened a committee of representatives from the municipalities with groundwater-based water supplies, to assist in developing a wellhead protection ordinance. The State has developed a model ordinance and is offering assistance. The Health Department and Water & Sewer Department are also participating. The Towns of Myersville, Walkersville, Middletown, Thurmont, Woodsboro and Mt. Airy have delineated wellhead protection areas. Some or all of these areas fall outside the Town boundaries. The Towns are seeking action by the County to adopt wellhead protection measures to protect their public water supplies. A draft ordinance and maps are being prepared for County discussion. Pending

Watershed Initiatives:

Upper Monocacy River—In 2003, Frederick County was awarded a watershed planning grant from the Maryland Department of Natural Resources. The Lower Monocacy River Watershed Restoration Action Strategy (WRAS) will incorporate the efforts of multiple stakeholders to address water quality and habitat impairments with restoration/conservation priorities for wetlands, forest buffers and streams in the Upper Monocacy River Watershed. The goal of the Uper Monocacy River WRAS is to develop and create strategies for the protection and restoration of water quality and wildlife habitat. The Department of Planning and Zoning and the Department of Public Works are the key County agents involved with the WRAS.

The Upper Monocacy River Watershed spans the northern portions of the county, including the Towns of Thurmont, Emmitsburg and parts of northern Frederick City. The county also received a WRAS grant for the Lower Monocacy River Watershed in 2002.

Before the actual watershed strategies and recommendations are developed, a complete assessment of the watershed is made through the following tools:



Stream Corridor Assessment: This assessment rapidly gauges the general physical condition of 100 stream miles in the Upper Monocacy River Watershed and identifies the location of a variety of environmental problems. The assessment assists in the identification of restoration opportunities that exist within a given drainage network.

Synoptic Survey: Biological and chemical stream monitoring is conducted at approximately 50 sites within the watershed. Nutrient composition is analyzed and benthic macroinvertebrates and fish populations are collected and evaluated to gauge the health and quality of the waterways.

Watershed Characterization: Using GIS technology, the watershed characterization describes current conditions (e.g., water quality, land use, living resources, habitat) in the watershed, including information on the natural and built environment.

Linganore Creek:

In June 2001, the Maryland Environmental Finance Center (EFC) contacted the County to create a partnership for development and implementation of a plan to protect drinking water supplies in the Linganore Creek Watershed. EFC was established in 1993 through a U.S. Environmental Protection Agency grant to address the issue of source water protection in a unified or resource-based manner. The intent of a unified approach is to bring together water systems that are highly or moderately vulnerable to contamination and that share the same water source or similar contamination issues in order to develop one source water protection plan.

The Linganore Creek Watershed was targeted by the EFC because Linganore Creek and Lake Linganore, two sources of drinking water for Frederick City and County, are impacted by siltation and nutrient enrichment. A task force comprised of various groups and government officials, created in 2001, continued to work on a plan to identify issues unique to the Linganore Creek Watershed and to create a public awareness program about the threats to the Linganore Watershed. The task force will finalize a source water protection plan for the Linganore Creek Watershed in mid-2003 that will include implementation strategies for the protection and restoration of water supply and water quality.

Civil War Heritage Area:

The Civil War Heritage Area Steering Committee began working with the selected consultant for the Management Plan, the required document for Certification of the Heritage Area, in late 2002. During 2003, the consultant team, headed by the firm of Mary Means and Associates, Inc., of Alexandria, Virginia, conducted field research in the three counties of Frederick, Washington, and Carroll to gather information on heritage tourism, historic resources, potential stakeholders, and existing partnerships between local organizations and State and local governments. Familiarization

tours were held in all three counties. Information meetings were held in potential Target Investment Zone towns and cities, locations where there is the greatest concentration of resources, accommodations, and economic momentum to gain the highest benefits from investment. By October 2003, a draft of the Management Plan had been compiled and submitted to the Steering Committee for review. As of December 2003, the Committee was still preparing its final comments to the consultant. A new timeline for submission of the Management Plan to the Maryland Heritage Areas Authority is focused on the Authority's Spring 2004 meeting.

Geographic Information System (GIS):

The development of a Countywide GIS continues within the Planning Department. A cooperative effort with Interagency Information Technology GIS Department, the Department of Public Works and various other County agencies has produced various GIS products. The Plan for GIS is to promote an enterprise GIS approach that entails shared responsibility for and benefits from GIS across all County divisions and departments. This promotes data sharing and elimination of data redundancy on a countywide basis. Planning and Zoning will be responsible for street addressing, water and sewer plan classifications, zoning, comprehensive plan, town boundaries, agricultural preservation and special projects / applications.

Scenic By-way Management Plan

Frederick County, Maryland in cooperation with the State Highway Administration has completed a Corridor Management Plan (CMP) for the 40 linear miles of the historic U.S. Route 15 corridor, which traverses Frederick County, Maryland from the Potomac River on the south to the Maryland/Pennsylvania border on the north. The Corridor Management Plan includes: (i) an inventory and analysis of the intrinsic qualities which form the Byway's story, (ii) public outreach, involvement, and participation

elements, (iii) a series of maps identifying these intrinsic qualities, and (iv) an investigation of various management strategies and options which could be implemented to preserve the long-term integrity of the Byway. This Plan was prepared with the assistance of a broad based Citizen Advisory Committee comprised of property owners, business owners, and members of various groups having an interest in the long-term integrity of the US Route 15 corridor.

A Draft of the Catoctin Mountain Scenic Byway Corridor Management Plan was provided for your review and comments-an Executive Summary of the Plan in October/November 2003. As a way of facilitating the distribution of the Corridor Management Plan the County held three (3) information meetings/briefings on the Plan.

Historic Preservation Commission:

The County Register of Historic Places was expanded to eight sites with the County Commissioners' designation of Thornbrook on May 12, 2003. This new designation joins the Elisha Bell House (Boxwood Lodge) and Smith's Store and Residence, which were designated on Oct. 5, 1999; Whisky Ridge, Oct. 3, 2000; Howard Marvin Jones House, Jan. 2, 2001; Linganore Farm, May 8, 2001; Petersville Methodist Episcopal Church, Nov. 13, 2001; and the Newton Schaeffer House, Aug. 20, 2002. Work performed on these designated landmarks is reviewed by the Historic Preservation Commission (HPC) for compliance with the Interim Design Guidelines. Its approval is issued as a Certificate of Appropriateness (COA). In 2003, the HPC issued two COA's.

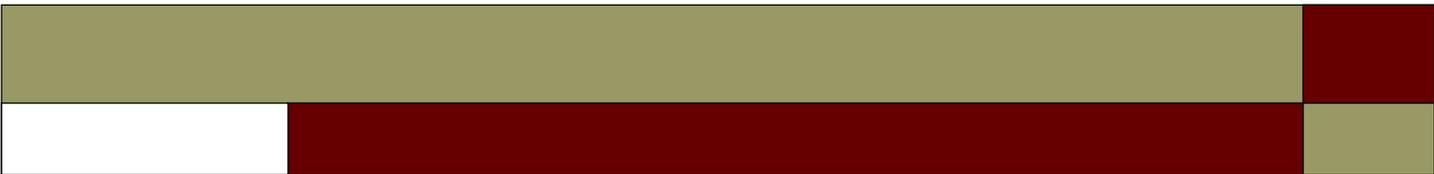
Frederick County has been a Certified Local Government since July 2001. Under this designation by the Federal Government, Frederick County is eligible for certain funds through the Maryland Historical Trust (MHT) and allows the Preservation Commission to participate in the National Register of Historic Places nomination

process and in the review of publicly funded and/or licensed project in the County through the Sec. 106 process. In 2003, the Preservation Commission commented on five State Highway Administration projects and two County road projects under the Sec. 106 program.

Frederick County received a Preservation Incentives for Local Governments (PILG) grant from the Maryland Historical Trust in 2001. A new historic preservation program brochure was prepared by a part-time contract employee, the Heritage Preservation Liaison, with funding assistance from this grant. The HPC served as the Advisory Committee under the program and performed the annual inspections of MHT Easement properties in the unincorporated area of the County, along with the Historic Preservation Planner and the Heritage Preservation Liaison. The PILG program was not renewed in the State budget for FY 2004 and the Heritage Preservation Liaison's contract was not picked up by the County. However, the products of this short-lived grant program continue to be used and raised much more interest in the Historic Preservation program.

THORNBROOK





Publications Available

DEVELOPMENT CONTROLS

Adequate Public Facilities Ordinance
Community Design Guidelines & Development Principles
Development Review Procedures Manual
Forest Resource Ordinance
Impact Fee Ordinance
State FRO Tech Manual
Subdivision Regulations (Bound) & (Unbound)
Zoning Ordinance (Unbound)
Public Hearing Draft of Zoning Ordinance
Zoning Atlas (Only available on the Website)

COMPREHENSIVE PLANS/REPORTS

Adamstown Region Plan (2001)
Brunswick Region Plan (1998)
Frederick County Comprehensive Plan (1998)
Frederick Region Plan (2002)
Middletown Region Plan (1997)
New Market Region Plan (2003) - Staff Draft
Thurmont Region Plan (1995)
Urbana Region Plan (2003) - Board of County Commissioners Draft Plan
Walkersville Region Plan (1995)

SPECIAL REPORTS

Adamstown Region Historic Sites Survey
Annual Report (1999)
Bikeways & Trails Plan
Demographic and Development Data Report (March 2004)
Historic Preservation Ordinance
Historic Preservation Plan
Land Preservation and Recreation Plan (2000)
Master Transportation Plan (2001)
New Market Region Historic Sites Survey
Subdivision Lots Available Listing
Traffic Counts

MISCELLANEOUS

County Street Map
Citizens Zoning Review Committee Rules of Procedure
Planning Commission Rules of Procedures
Public Hearing Draft Zoning Ordinance
P-Zip Mailing (annual subscription which includes the monthly newsletter, FcPc agenda, the minutes from previous Planning Commission meetings)