

# Annual Report Worksheet Reporting (Calendar) Year 2018

## INSTRUCTIONS

Each Planning Commission/Board shall approve an Annual Report for the Reporting Year 2018 as required under [§1-207\(b\)](#) of the Land Use Article. In addition, this Annual Report shall be filed with the local legislative body and the Maryland Department of Planning (Planning), no later than July 1, 2019.

Local jurisdiction may use the attached template form or any of the previous Annual Report forms. The requirements have not changed but the new version for 2018 has a modified format, resulting a shorter and more streamlined form outlining the various Annual Report requirements. A new optional survey is included in Section III. We encourage all jurisdictions to consider responding.

**Section I- New Residential Permits**, and **Section II- Amendments and Growth Related Changes**, are required by all local jurisdictions.

**Section III- Development Capacity Analysis**, is required every three years.

**Section IV- Locally Funded Agriculture Preservation**, is required by Counties only.

**Section V – Measures and Indicators**, is required by jurisdiction reporting more than 50 new residential permits in Section I.

**Section VI- Adequate Public Facility Ordinances**, is required every two years by jurisdictions with adopted Adequate Public Facility Ordinances (APFOs).

**Section VII – Planning Survey Questions** is optional

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### Section I: New Residential Permits Issued (Inside and Outside the PFA) (§1-208(c)(1)(i) and (c)(3)(ii))

(A) In Table 1, *New Residential Permits Issued (Inside and Outside the PFA)* below, enter the number of new residential building permits issued in calendar year (2018). Enter 0 if no new residential building permits were issued in 2018.

**Table 1: New Residential Permits Issued  
Inside and Outside the Priority Funding Area (PFA)**

Residential – Calendar Year 2018	PFA	Non - PFA	Total
<b># New Residential Permits Issued</b>	175	61	236

### Section II: Amendments and Growth Related Changes In Development Patterns (§1-207(c)(1) and (c)(2))

*Note: Growth related changes in development patterns are changes in land use, zoning, transportation capacity improvements, new subdivisions, new schools or school additions, or changes to water and sewer service areas.*

(A) Were any new comprehensive plan or plan elements adopted? If yes, briefly summarize what was adopted Y  N

(B) Were there any amendments to the zoning regulations or zoning map? If yes, briefly summarize each amendment, include a map, or GIS shapefile, if available. Y  N

- **RZ-17-009 – A&W Plus, Inc. (Map amendment)**
  - Commissioners approved applying a Rural Business Floating Zone on 11.28 acres of land located at 12408 Learning Lane for the purpose of converting an existing, recently closed school building to an assisted living facility.
- **RZ-17-007 – Zoning Ordinance Text Amendment**
  - Commissioners approved text amendments to the Zoning Ordinance relating to the location and bulk requirements of various lodging/accommodation facilities and event centers.
- **RZ-17-006 – 17119 Virginia Avenue, LLC (Map Amendment)**
  - Commissioners approved the rezoning of 0.528 acres of land located at the corner of Virginia Avenue and Hickory School Road from Residential Suburban (RS) to Business General (BG).
- **RZ-17-004 – Bluegrass Commercial, LLC (Map Amendment)**
  - Commissioners approved applying a Rural Business Floating Zone on 7.15 acres of land located at the corner of MD Route 60 (Leitersburg Pike) and Leiters Mill Road for the purpose of expanding an existing utility business.

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- RZ-17-010 – Dusty Lane properties (Map Amendment)
  - Commissioners approved the rezoning of 5 properties containing approximately 8.46 acres located on a private lane (Dusty Lane) from Planned Industrial (PI) to Agriculture Rural (AR).
- RZ-18-004 – Perry and Melissa Brazil (Map Amendment)
  - Commissioners approved a partial termination of an existing Rural Business Floating zone on 3.0 acres of land located at 11200 Wolfsville Road. The portion of land where the floating zone was terminated reverts back to its underlying zoning classification of Environmental Conservation (EC).

**(C)** Were there any growth related changes, including Land Use Changes, Annexations, New Schools, Changes in Water or Sewer Service Area, etc., pursuant to of the Land Use Article? If yes, please list or map and provide a description of consistency of internal, state or adjoining local jurisdiction plans Y  N

- WS-18-001 – R. Lee Downey (Water and Sewer Plan Amendment)
  - An administrative amendment was approved by the Department of Planning and Zoning in accordance with Appendix B, Section B.3 to change the Water Service Area Designation on several properties located along Kemps Mill Road from W-1 Existing Service to W-3 Programmed Service.

**(D)** Did your jurisdiction identify any recommendations for improving the planning and development process within the jurisdiction? If yes, please list. Y  N

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### Section III: Development Capacity Analysis (DCA)(§1-208(c)(iii))

*Note: MDP provides technical assistance to local governments in completing a development capacity analyses. Please contact your MDP regional planner for more information.*

**(A)** Has an updated DCA been submitted with your Annual Report or to MDP within the last three years? Y  N

1. If no, explain why an updated DCA has not been submitted, such as, no substantial growth changes, etc.

No DCA has been submitted. The County is currently in the process of creating a DCA as part of a Comprehensive Plan update.

2. If yes, when was the last DCA submitted? Identify Month and Year:

a. Was the DCA shared with the local School Board Facilities Planner? Y  N

**(B)** Using the most current DCA available, provide the following data on capacity inside and outside the PFA in *Table 2, Residential Development Capacity (Inside and Outside the PFA)*:

**Table 2: Residential Development Capacity (Inside and Outside the PFA)**

Parcels & Lots w/ Residential Capacity	PFA	Non – PFA	Total
Residentially Zoned Acres w/ Capacity			
Residential Parcel & Lots w/Capacity			
Residential Capacity (Units)			

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**Section IV: (Locally) Funded Agricultural Land Preservation & Local Land Use  
Goal (Counties Only) ([§1-208\(C\)\(1\)iv and v](#))**

(A) How many acres were preserved using local agricultural land preservation funding? Enter 0 if no acres were preserved using local funds. Enter value of local program funds, if available.

**Table 3: Locally Funded Agricultural Land Preservation**

Local Preservation Program Type	Acres	Value (\$)
<b>Example: Transfer of Development Rights</b>	0	0
<b>Example: Conservation Resource and Enhancement Program (CREP)</b>	102.14	328,642
<b>Example: Maryland Agricultural Land Preservation Foundation (MALPF)</b>	410.75	1,605,000
<b>Example: Rural Legacy (RL)</b>	392.87	1,329,255
<b>Example: Next Generation Farmer</b>	352.34	859,802
<b>Total</b>	1258.1	4,122,700

- (B) What is the county's established local land use percentage goal? **50,000 acres**
- (C) What is the timeframe for achieving the local land use percentage goal? **20 Years.**
- (D) Has there been any progress in achieving the local land use percentage goal? **Yes. See above chart.**
- (E) What are the resources necessary for infrastructure inside the PFAs? **Additional funding**
- (F) What are the resources necessary for land preservation outside the PFAs? **Additional funding.**

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### Section V: Measures and Indicators ([§1-208\(c\)\(1\)](#))

Note: The Measures and Indicators, Section VII, is only required for jurisdictions issuing more than 50 new residential building permits in the reporting year, as reported in Table 1.

**Table 4A: Amount of Residential Growth (Inside and Outside the PFA)**

Residential – Calendar Year 2018	PFA	Non - PFA	Total
Total # Minor Subdivisions Approved	4	9	13
Total # Minor Subdivision Lots Approved	5	9	14
Total # Minor Subdivision Units Approved	5	9	14
Total Approved Minor Subdivision Area (Gross Acres)	25.08	254.38	279.46
Total Approved Minor Subdivision Lot Area (Net Acres)	24.99	131.23	156.22
Total # Major Subdivisions Approved	7	0	7
Total # Major Subdivision Lots Approved	165	0	165
Total # Major Subdivision Units Approved	165	0	165
Total Approved Major Subdivision Area (Gross Acres)	73.78	0	73.78
Total Approved Major Subdivision Lot Area (Net Acres)	64.89	0	64.89
Total # Units Constructed in Jurisdiction	208	42	250
Total # Units Demolished*	12	11	23
Total # Units Reconstructed/Replaced*	2	3	5

\*Not required.

**Table 4B: Net Density of Residential Growth (Inside and Outside the PFA)**

Residential – Calendar Year 2018	PFA	Non – PFA	Total
Total # Units Approved (Major + Minor Subdivisions)	170	9	179
Total # Approved Lot Area (Major + Minor Subdivisions)	89.88	131.23	221.11

**Table 4C: Share of Residential Growth (Inside and Outside the PFA)**

Residential – Calendar Year 2018	PFA	Non – PFA	Total
Total # Units Approved (Major + Minor Subdivisions)	170	9	179
% of Total Units (# Units/Total Units)	95	5	100%

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**Table 4D: Amount of Commercial Growth (Inside and Outside the PFA)**

Commercial – Calendar Year 2018	PFA	Non - PFA	Total
<b>Total Site Plan Area Approved (Gross Acres)</b>	545.02	251.46	796.48
<b>Total Building Square Feet Approved (Gross)</b>	455,477	89,131	544,608
<b>Total # New Permits Issued</b>	34	16	50
<b>Total Square Feet Constructed in Jurisdiction (Gross)</b>	384,465	59,788	444,253

**Table 4E: Net Density of Commercial Growth (Inside and Outside the PFA)**

Commercial – Calendar Year 2018	PFA	Non – PFA	Total
<b>Total Building Square Feet Approved (Gross)</b>	455,477	89,131	544,608
<b>Total Lot Size (Net Acres)</b>	391.17	226.08	617.25

**Table 4F: Share of Commercial Growth (Inside and Outside the PFA)**

Commercial – Calendar Year 2018	PFA	Non – PFA	Total
<b>Total Building Square Feet Approved (Gross)</b>	455,477	89,131	544,608
<b>% of Total Building Square Feet (Building Square Feet/Total Approved Square Feet)</b>	84%	16	100%

## Annual Report Worksheet Reporting (Calendar) Year 2018

### Section VI: Adequate Public Facility Ordinance (APFO) Restrictions ([§7-104](#)) (Section VI is only required by jurisdictions with adopted APFOs)

*Note: Jurisdictions with adopted APFOs must submit a biennial APFO report. The APFO report is due by July 1 of each even year and covers the reporting period for the previous two calendar years. APFO reports for 2018 and 2019 are due July 1, 2020. However, jurisdictions are encouraged to submit an APFO report on an annual basis.*

- (A) What is the type of infrastructure affected? (List each for Schools, Roads, Water, Sewer, Stormwater, Health Care, Fire, Police or Solid Waste.) **The Washington County Adequate Public Facilities Ordinance applies to infrastructure including Roads, Schools, Water, Wastewater, and Fire Protection Systems.**
- (B) Where is each restriction located? (Identify on a map, including PFA boundary.) **School capacity is the primary limiting factor in development in various areas of the County.**
- (C) Describe the nature of what is causing each restriction. **School Capacity and student enrollments.**
- (D) What is the proposed resolution of each restriction? **The County provides developers with an Alternate Mitigation Contribution (AMC) to move forward with development. A formula calculating the average cost of a school seat, life expectancy of a school, number years a student spends in the school system, and the number of units in the development is used to determine the AMC for each project.**
- (E) What is the estimated date for the resolution of each restriction? **n/a**
- (F) What is the resolution that lifted each restriction? **n/a**
- (G) When was each restriction lifted? **n/a**
- (H) Addition Information. Help the Sustainable Growth Commission Statewide SchoolFor School related restrictions:
1. List the State Rated Capacity for each affected facility. **See Attachment A.**
  2. Identify date local School APFO standards were last evaluated or amended. **October 22, 2013**
  3. Provide a letter from the School Board confirming what actions are being taken by the School Board to remedy each restriction. (This could include a change in State Rated Capacity (SRC); scheduled improvements in the the local Capital Improvement Program (CIP); or redistricting, etc., to address (B) –(G) above.) **n/a**



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**Section VII: Planning Survey Questions (Optional)**

*The information provided can assist MDP and MDOT staff with identifying potential pedestrian/bicycle projects and project funding.*

**(A)** Does your jurisdiction have a bicycle and pedestrian plan? Y  N

1. Plan name
2. Date Completed (MM/DD/YR)
3. Has the plan been adopted? Y  N
4. Is the plan available online? Y  N
5. How often do you intend to update it? (Every \_\_\_\_ years)
6. Are existing and planned bicycle and pedestrian facilities mapped? Y  N

**(B)** Does your jurisdiction have a transportation functional plan in addition to your comprehensive plan? Y  N

1. Plan name
2. Date completed (MM/DD/YY)
3. Has plan been adopted? Y  N
4. Is the plan available online? Y  N
5. How often do you intend to update it? (Every \_\_\_\_ years)

END

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# Annual Report Worksheet Reporting (Calendar) Year 2018

## Attachment A

### BOARD OF EDUCATION OF WASHINGTON COUNTY

Hagerstown, Maryland 21740

March 29, 2019

#### OFFICIAL ENROLLMENT

as required by Section 5.3 and 5.5 (c) of the current Adequate Public Facilities Ordinance (APFO) for the determination of the available capacity at school facilities.

2018-2019

	School	State Rated Capacity*	Local Rated Capacity*	Enrollment	
E L E M E N T A R Y	Bester	628	565	605	
	Boonsboro	499	449	581	
	Cascade	278	250	161	
	Clear Spring	385	347	419	
	Eastern	572	515	446	
	Emma K. Doub	297	267	337	
	Fountaindale	352	317	379	
	Fountain Rock	271	244	259	
	Greenbrier	274	247	216	
	Hancock	295	266	235	
	Hickory	235	212	301	
	Jonathan Hager	471	424	387	
	Lincolnshire	555	500	549	
	Maugansville	755	680	705	
	Old Forge	366	329	377	
	Pangborn	745	671	765	
	Paramount	408	367	429	
	Pleasant Valley	225	203	240	
	Potomac Heights	294	265	307	
	Rockland Woods	751	676	588	
Ruth Ann Monroe	692	623	582		
Salem Avenue	725	653	724		
Sharpsburg	249	224	242		
Smithsburg	431	388	366		
Williamsport	568	511	586	10,786	Sub-Total Elementary Schools
M I D D L E	Boonsboro	870		743	
	Clear Spring	605		351	
	E. Russell Hicks	841		812	
	Northern	913		733	
	Smithsburg	839		641	
	Springfield	1,096		842	
	Western Heights	998		953	5,075
H I G H	Barbara Ingram	149		292	
	Boonsboro	1,098		938	
	Clear Spring	656		449	
	Hancock Middle/High	591		251	
	North Hagerstown	1,423		1,339	
	Smithsburg	897		747	
	South Hagerstown	1,240		1,234	
	Wash. Co. Technical	642		592	
Williamsport	1,094		897	6,739	Sub-Total High Schools
O T H	Marshall Street Ed. Ctr.	90		47	
	Job Development Center	60		34	81
	<b>TOTAL</b>			<b>22,681</b>	

\*In November of 2018, the Interagency Commission on School Construction created a workgroup to consider and recommend multiple changes to educational development specifications by July of 2019 for consideration by the Governor and general assembly. In an effort to aid this workgroup, in March 2019 the Maryland Department of Planning (MPD) reviewed and updated the SRC of all WCPS facilities. This process covered all public school facilities in the state of Maryland. This document has been updated to reflect the revised SRCs (and Local-Rated Capacities) as of March 2019 as mandated by MDP.