

**CITY OF ANNAPOLIS**  
**REGULAR MEETING OF THE CITY COUNCIL**  
 July 8, 2013 7:00 p.m.

Call to Order  
 Invocation  
 Pledge of Allegiance  
 Roll Call  
 Approval of Agenda

Mayor Cohen  
 Alderman Arnett  
 Mayor Cohen  
 City Clerk Watkins-Eldridge

**CITY COUNCIL CITATIONS**

Martha Wood Leadership Award

Mayor Cohen

**PETITIONS, REPORTS AND COMMUNICATIONS**

Approval of Journal Proceeding Regular Meeting June 10, 2013  
 Quarterly Update from the Housing Authority of the City of Annapolis  
 Reports by Committees  
 Comments by the General Public

*A person speaking before the City Council with a petition, report or communication shall be limited to not more than three minutes.*

**PUBLIC HEARINGS (Proposed to be postponed)**

**O-7-13 Establishment of a New Zoning District: Waterfront City Dock, Phase One** – For the purpose of implementing Phase One of the recommendations of the City Dock Master Plan by establishing a new zoning district - the Waterfront City Dock Zone. **(Proposed to be postponed)**

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	180 Day Rule
5/13/13	7/8/13	5/26/13	11/8/13
Referred to	Referral Date	Meeting Date	Action Taken
Rules and City Gov't	5/13/13		
Economic Matters	5/13/13		
Planning Commission	5/13/13	6/6/13	Favorable w/ amd.
Historic Preservation Commission	5/13/13		

**R-49-12 2012 City Dock Master Plan** - For the purpose of adopting the Draft City Dock Master Plan as an addendum to the 2009 Annapolis Comprehensive Plan. **(Proposed to be postponed)**

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	180 Day Rule
12/10/12	7/8/13	1/7/13	6/8/13
Referred to	Referral Date	Meeting Date	Action Taken
Rules and City Government	12/10/12		
Economic Matters	12/10/12		
Planning Commission	12/10/12	5/16/13	Favorable w/ amd.
Historic Preservation Commission	12/10/12		

**LEGISLATIVE ACTION**  
**ORDINANCES AND RESOLUTIONS – 2<sup>ND</sup> READER**

**O-47-11 Fence Permits** - For the purpose of amending the Code of the City of Annapolis with respect to the issuance of fence permits.

LEGISLATIVE HISTORY			
First Reading	Public Hearing	Fiscal Impact Note	180 Day Rule
9/26/11	4/22/13	2/17/12	3/23/12
Referred to	Referral Date	Meeting Date	Action Taken
Economic Matters	9/26/11	6/6/13	Favorable w/ amd.
Rules and City Gov't	9/26/11	5/23/13	Favorable
Planning Commission	9/26/11	3/8/13	Favorable w/ amd.

**O-22-13 Heritage Commission** – For the purpose of changing the name of the City of Annapolis' Historical Markers Commission to the Heritage Commission in order to better reflect the Commission's duties and responsibilities.

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
5/13/13	6/10/13	5/26/13	8/9/13
Referred to	Referral Date	Meeting Date	Action Taken
Rules and City Gov't	5/13/13	6/11/13	Favorable

**R-50-12 Public Information** - For the purpose of establishing administrative regulations for filing and processing requests to the City of Annapolis for inspection for access to public records.

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
12/17/12	N/A	1/7/13	01/21/13
Referred to	Referral Date	Meeting Date	Action Taken
Rules and City Gov't	12/17/12	6/11/11	Favorable w/ amd.

**R-7-13 Wayfinding and Signage Master Plan** - For the purpose of adopting the Draft Wayfinding and Signage Master Plan as an addendum to the 2009 Annapolis Comprehensive Plan.

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
2/11/13	4/8/13 4/22/13	2/25/13	5/10/13
Referred to	Referral Date	Meeting Date	Action Taken
Rules and City Gov't	2/11/13	4/15/13	Favorable
Transportation	2/11/13	4/11/13	Favorable
Planning Commission	N/A	1/3/13	Favorable
Transportation Board	2/11/13	4/7/13	Favorable

**ORDINANCES AND RESOLUTIONS – 1<sup>st</sup> READER**

**O-28-13 New Land Use Article References in the City Code** – For the purpose of updating the references to the former Article 66B of the Annotated Code of Maryland to the new title of “Land Use Article.”

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	180 Day Rule
7/8/13			1/3/14
Referred to	Referral Date	Meeting Date	Action Taken
Rules and City Gov't	7/8/13		
Planning Commission	7/8/13		

**O-29-13 Refillable Container Licenses and Requirements for Resident Licensees**

– For the purpose of creating a refillable container license; authorizing the Alcoholic Beverage Control Board to issue the license to a holder of certain classes of alcoholic beverages licenses; specifying that a holder of the license may sell draft beer for consumption off the licensed premises in refillable containers; requiring a refillable container to meet certain requirements; requiring an applicant for the license to complete a certain form and pay a certain fee; authorizing residents of Anne Arundel County to serve as resident licensees for licenses issued in the City of Annapolis; requiring the Alcoholic Beverage Control Board to adopt certain regulations.

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
7/8/13			10/4/13
Referred to	Referral Date	Meeting Date	Action Taken
Economic Matters	7/8/13		

**O-30-13 Issuance of General Obligation Refunding Revenue Bonds– AN ORDINANCE** concerning the issuance of not to exceed Twenty-Five Million Dollars (\$25,000,000) aggregate principal amount of general obligation refunding revenue bonds (the “Refunding Bonds”) of the City of Annapolis (the “City”) for the purpose of refunding the City’s Special Obligation Bonds (Park Place Project), Series 2005A and 2005B (the “Series 2005 Bonds”), which Series 2005 Bonds financed (a) costs of the public portion of the Park Place garage, which public portion consists of 680 spaces for parking by the general public, and related infrastructure improvements, located at the intersection of West Street and Taylor Avenue, as part of a mixed-use project which includes (1) a full-service hotel, (2) two office buildings, (3) approximately 208 residential condominiums, (4) the site for a performance hall, and (5) a clock tower structure, (b) a reserve fund and capitalized interest for the Series 2005 Bonds, and (c) costs of issuance of the Series 2005 Bonds; providing that the Refunding Bonds shall be issued pursuant to the Tax Increment Financing Act (being Sections 12-201 through 12-213, inclusive, of the Economic Development Article of the Annotated Code of Maryland), the Special Tax District Act (being Section 44A of Article 23A of the Annotated Code of Maryland) and Section 24 of Article 31 of the Annotated Code of Maryland; providing that the Refunding Bonds shall be secured by a pledge of the security and revenues pledged to the payment of the Series 2005 Bonds (i.e., the Tax Increment Revenues, the Garage Net Operating Income and the Special Tax, all as defined in the Indenture (hereinafter defined)) and by a pledge of the full faith and credit of the City subordinate to the pledge of the Tax Increment Revenues, the Garage Net Operating Income and the Special Tax so that the Refunding Bonds shall be a general obligation of the City; authorizing the Mayor of the City (the “Mayor”) to take such actions as shall be necessary or desirable in connection with the issuance and sale of the Refunding Bonds, including (without limitation) approving a supplement to the Indenture of Trust dated as

of January 1, 2005 between the City and Manufacturers and Traders Trust Company, as trustee (the "Indenture"), providing for the sale of the Refunding Bonds at public or private (negotiated) sale, establishing the interest rate or rates for the Refunding Bonds, and approving the price at which the Refunding Bonds are sold to the purchasers thereof; covenanting to levy and collect all taxes necessary to provide for the payment of the principal of and interest on the Refunding Bonds; generally providing for and determining various matters relating to the issuance, sale and delivery of the Refunding Bonds; and providing that this Ordinance supplements and amends Ordinance No. O-14-01, adopted on May 14, 2001. (~~cc-A~~] [ / available 7/8/13)

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
7/8/13			10/4/13
Referred to	Referral Date	Meeting Date	Action Taken
Finance	7/8/13		
Financial Advisory Commission	7/8/13		

**R-30-13 Vehicular Access to and Internal Roadways within Certain Property adjacent to Aris T. Allen Boulevard** – For the purpose of empowering the City of Annapolis to consider, and to potentially allow, vehicular access between Aris T. Allen Boulevard/Maryland 665 and certain adjacent property within the City limits as well as private roadways within said adjacent property.

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
7/8/13			10/4/13
Referred to	Referral Date	Meeting Date	Action Taken
Environmental Matters	7/8/13		
Public Safety	7/8/13		
Transportation	7/8/13		

**R-31-13 Designation of Annapolis as a Sustainable Community** – For the purpose of supporting the designation of Annapolis as a Sustainable Community, pursuant to the attached Sustainable Community map and Sustainable Community Plan (the “Plan,”) as further described in the Sustainable Community Application (the “Application”), for approval either directly by the Department of Housing and Community Development (the "Department") of the State of Maryland or through the Smart Growth Sub-Cabinet of the State of Maryland.

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
7/8/13			10/4/13
Referred to	Referral Date	Meeting Date	Action Taken
Housing and Human Welfare	7/8/13		

**R-32-13 A Committee to Study Implementation of City Dock Plan** – For the purpose of establishing a Committee to study all portions of the City Dock Master Plan not included or adopted in Phase One in order to develop recommendations to the City Council as to which remaining portions of the City Dock Master Plan should be adopted or amended and, if amended, how those portions should so be amended.

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
7/8/13			10/4/13
Referred to	Referral Date	Meeting Date	Action Taken
Economic Matters	7/8/13		

**R-33-13 FY 2014 Fees for Refillable Container Licenses** - For the purpose of specifying fees that will be charged for refillable container licenses for on-sale and off-sale privileged alcoholic beverage license holders.

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
7/8/13			10/4/13
Referred to	Referral Date	Meeting Date	Action Taken
Finance Committee	7/8/13		
Economic Matters	7/8/13		

**BUSINESS AND MISCELLANEOUS**

1. Budget revisions GT 25, 26, 27 & 28
2. Appointments
  - a. Annapolis Environmental Commission
  - b. Board of Appeals

**UPCOMING CITY COUNCIL EVENTS**

Work Session: Thursday, July 18, 2013, 1:30 – 4:30 p.m. City Council Chambers

Special Meeting: Monday, July 22, 2013, 7:00 p.m. City Council Chambers

**Jessica Cowles**  
**Legislative and Policy Analyst**  
**City of Annapolis Office of Law**  
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June 19, 2013

TO: The Capital Legal Notices: legalad@capgaz.com  
FROM: Jessica Cowles, Legislative and Policy Analyst  
RE: Notice of Public Hearing  
PUBLISH: Please publish on: **Monday, June 24, 2013; Monday, July 1, 2013; Monday, July 8, 2013**

Please send bill and certificate of publication to the City of Annapolis Office of Law, 160 Duke of Gloucester, Annapolis, MD 21401.

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**NOTICE OF ANNAPOLIS CITY COUNCIL PUBLIC HEARING**

Notice is hereby given that the Annapolis City Council will hold a public hearing on Monday, July 8, 2013 at 7:00 p.m., in City Council Chambers, 160 Duke of Gloucester Street, Annapolis, for a public hearing on:

- O-7-13      Establishment of a New Zoning District: Waterfront City Dock, Phase One** – For the purpose of implementing Phase One of the recommendations of the City Dock Master Plan by establishing a new zoning district - the Waterfront City Dock Zone.
  
- R-49-12      2012 City Dock Master Plan** - For the purpose of adopting the Draft City Dock Master Plan as an addendum to the 2009 Annapolis Comprehensive Plan.

The above legislation on the City Council agenda for public hearing can be viewed on the City's website at: <http://www.annapolis.gov/Government/Departments/LawOffice/PendingLegis.aspx>

**DRAFT**  
**REGULAR MEETING**  
June 10, 2013

The Regular Meeting of the Annapolis City Council was held on June 10, 2013 in the Council Chamber. Mayor Cohen called the meeting to order at 7:11 p.m.

Present on Roll Call: Mayor Cohen, Aldermen Budge, Paone, Alderwomen Hoyle, Finlayson, Aldermen Littmann, Kirby, Pfeiffer, Arnett

Staff Present: City Manager Mallinoff, City Attorney Hardwick, Assistant City Manager Burke, Planning and Zoning Director Arason, Human Resources Director Rensted, DNEP Director Broadbent, Transportation Director Newell, Chief Environmental Programs Biba

Approval of Agenda

- Alderman Arnett moved to approve the Regular Meeting Agenda as amended includes the reconsideration of O-19-13 on 1<sup>st</sup> reader, and to move the appointment after the Martha Wood Leadership Award. Seconded. CARRIED on voice vote.

CITY COUNCIL CITATIONS

Martha Wood Leadership Award

Mayor Cohen invited Alderwomen Hoyle, Finlayson, Aldermen Budge, Paone and Kirby to present the Chesapeake Christian Fellowship Church with the City Council Citation in recognition of being honored by the Housing Authority of the City of Annapolis as the thirty-sixth recipient of the prestigious Martha Wood Leadership Award.

The order of the agenda was amended to allow for business and miscellaneous item -Appointment.

**Appointment**

- Alderman Budge moved approval of the Mayor's appointment of the following individuals:

6/10/13 Housing Authority Jacquelyn V. Wells. Seconded. CARRIED on voice vote.

The Housing and Human Welfare Committee reported favorably on the appointments.

The order of the agenda was resumed.

PETITIONS, REPORTS AND COMMUNICATIONS

Approval of Journal Proceedings

- Alderwoman Hoyle moved to approve the Journal of Proceedings for A Special Meeting May 13, 2013, The Regular Meeting May13, 2013 and A Special Meeting May 20, 2013, and The Special Meeting of May 20, 2013. Seconded. CARRIED on voice vote.

Comments by the General Public

Patricia Zeno, 57 Cornhill Street, Annapolis, Maryland 21401 spoke in favor of O-36-12, and Alderman Budge's amendment to O-36-12.

Bevin Bucchiester, 5 Wagner Street, Annapolis, Maryland 21401 representing Ward One Residents Association spoke in favor of Alderman Budge's amendment to O-36-12  
Susan Chavarria, 42 Fleet Street, Annapolis, Maryland 21401 spoke on O-36-12, and in favor of Alderman Budge's amendment to O-36-12.

- Mayor Cohen declared petition, reports and communications closed.

#### PUBLIC HEARING

**O-22-13 Heritage Commission – For the purpose of changing the name of the City of Annapolis’ Historical Markers Commission to the Heritage Commission in order to better reflect the Commission’s duties and responsibilities.**

Planning and Zoning Director Arason gave a brief presentation on the ordinance and answered questions from Council.

No one from the general public spoke in favor of or in opposition to the ordinance.

- Mayor Cohen declared the public hearing closed.

#### LEGISLATIVE ACTION ORDINANCES and RESOLUTIONS – 2<sup>ND</sup> READER

**O-25-11 The Definition of a Two-family Dwelling – For the purpose of including “two-family dwelling” in the definition of “single-family attached dwelling.”**

Planning and Zoning Director Arason gave a brief presentation and answered questions from Council.

- Alderman Arnett moved to adopt O-25-11 on second reading. Seconded.

The Rules and City Government Committee reported favorably on O-25-11, and the Planning Commission reported favorably with amendments.

- Alderman Littmann moved to amend O-25-11 as follows:

Page 1, Line 20, Insert:

21.40.050 - R2 Single-Family Residence district.

D. Uses Deemed Conforming.

1. A stadium is deemed to be conforming, pursuant to Section 21.68.030 of this Zoning Code, provided that it was legally existing on July 1, 2009, and may be altered or expanded subject to approval through the special exception process, pursuant to Chapter 21.22 of this Zoning Code

2. DUPLEX UNITS EXISTING ON AUGUST 10, 1970, MAY BE ALTERED OR ENLARGED PROVIDED THAT THE ALTERATION OR ENLARGEMENTS OTHERWISE MEET THE PROVISIONS OF THE R2 ZONING DISTRICT INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS, EXCEPT THAT THE SHARED LOT LINE BETWEEN EACH HALF OF THE DUPLEX UNIT MUST MEET THE PROVISIONS OF THE R3, GENERAL RESIDENCE

DISTRICT, AND SUBJECT TO MINOR SITE DESIGN PLAN REVIEW

21.40.060 - R2-NC Single-Family Residence Neighborhood Conservation district.

E.

1. The following uses are deemed to be conforming, pursuant to Section 21.68.030 of this Zoning Code, provided they were legally existing on November 19, 1990:

- a. Single-family attached and detached dwellings,
- b. TWO-FAMILY DWELLINGS,
- c. Nonresidential uses, except for uses listed in subsection (E)(2) of this section, and
- d. Multi-family dwellings of five or fewer units.

3. SINGLE-FAMILY ATTACHED AND DETACHED DWELLINGS AND TWO-FAMILY DWELLINGS DEEMED CONFORMING MAY BE EXPANDED FOR RESIDENTIAL USE IF THEY OTHERWISE MEET THE REQUIREMENTS OF THIS DISTRICT, INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS. In the case of any alteration, expansion, or modification to a two-family dwelling, the front setback and elements of the front façade, including any single plane, with respect to each dwelling unit shall be retained or match those of the other unit.

21.42.060 - BCE Business Corridor Enhancement district.

E. Uses Deemed Conforming. Uses existing on October 11, 1993 are deemed conforming for the purposes of expansion, pursuant to Section 21.68.030 of this Zoning Code. SINGLE-FAMILY RESIDENTIAL ATTACHED AND DETACHED DWELLINGS AND TWO-FAMILY DWELLINGS MAY BE EXPANDED FOR RESIDENTIAL USE IF THE EXPANSION OTHERWISE MEET THE REQUIREMENTS OF THE R2 DISTRICT, INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS.

21.46.030 - WMM Waterfront Mixed Maritime district.

D. Uses Deemed Conforming. The following uses are deemed conforming pursuant to Section 21.68.030 of this Zoning Code:

1. Single-family residential attached and detached dwellings AND TWO-FAMILY DWELLINGS, lawfully existing on August 24, 1987, may be expanded for residential use if the expansion otherwise meet the requirements of the R2-NC Single-Family Residence Neighborhood Conservation district, INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS. Unlawful uses occupying such residences on August 24, 1987 are not deemed to be conforming.
2. SINGLE-FAMILY ATTACHED AND DETACHED DWELLINGS AND TWO-FAMILY DWELLINGS DEEMED CONFORMING MAY BE EXPANDED FOR RESIDENTIAL USE IF THEY OTHERWISE MEET THE REQUIREMENTS OF THIS DISTRICT, INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS

21.46.040 - WMI Waterfront Maritime Industrial district.

E. Uses Deemed Conforming. The following uses are deemed conforming pursuant to Section 21.68.030 of this Zoning Code:

1. Single-family residential attached and detached dwellings AND TWO- FAMILY DWELLINGS, lawfully existing on August 24, 1987 may be expanded for residential use if the expansion otherwise meets the requirements of the R2 district, INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS. Unlawful uses occupying such residences on August 24, 1987 are not deemed to be conforming.

21.46.050 - WME Waterfront Maritime Eastport district

E. Uses Deemed Conforming. The following uses are deemed conforming pursuant to Section 21.68.030 of this Zoning Code:

1. Multifamily dwellings in structures of five units or less lawfully existing on August 24, 1987 if duly licensed in accordance with City codes and with an occupancy permit.
2. Single-family residential attached and detached dwellings AND TWO- FAMILY DWELLINGS, lawfully existing on August 24, 1987, may be expanded for residential use if the expansion otherwise meets the requirements of the R2-NC Single-Family Residence Neighborhood Conservation district, INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS; properties on Shipwright Street may be expanded for residential use if the expansion otherwise meets the requirements of the C1 Conservation Residence district, INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS. Unlawful uses occupying such residences on August 24, 1987 are not deemed to be conforming.

21.48.010 - Table of Uses—Residential Zoning Districts.

Strike the following footnote from the use tables in 21.48.010 - Table of Uses—Residential Zoning Districts.

1. Duplex units existing on August 10, 1970, may be altered or enlarged provided that the alteration or enlargements otherwise meet the provisions of the R2 zoning district, except that the shared lot line between each half of the duplex unit must meet the provisions of the R3, General Residence District, and subject to minor site design plan review

21.58.030 - Regulations.

In the OCD district the following regulations apply:

F. Uses Deemed Conforming.

1. The following uses are deemed to be conforming, pursuant to Section 21.68.030 of this Zoning Code, provided they were legally existing on November 19, 1990:

- a. Single-family attached and detached dwellings AND TWO-FAMILY DWELLINGS

3. Expansion of Uses Deemed Conforming.

- a. Single-family attached and detached dwellings AND TWO-FAMILY DWELLINGS deemed conforming may be expanded for residential use if they otherwise meet the requirements of the underlying district, INCLUDING THE

SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS. Page 1, Line 20, Insert:

21.40.050 - R2 Single-Family Residence district.

D. Uses Deemed Conforming.

1. A stadium is deemed to be conforming, pursuant to Section 21.68.030 of this Zoning Code, provided that it was legally existing on July 1, 2009, and may be altered or expanded subject to approval through the special exception process, pursuant to Chapter 21.22 of this Zoning Code

2. DUPLEX UNITS EXISTING ON AUGUST 10, 1970, MAY BE ALTERED OR ENLARGED PROVIDED THAT THE ALTERATION OR ENLARGEMENTS OTHERWISE MEET THE PROVISIONS OF THE R2 ZONING DISTRICT INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS, EXCEPT THAT THE SHARED LOT LINE BETWEEN EACH HALF OF THE DUPLEX UNIT MUST MEET THE PROVISIONS OF THE R3, GENERAL RESIDENCE DISTRICT, AND SUBJECT TO MINOR SITE DESIGN PLAN REVIEW

21.40.060 - R2-NC Single-Family Residence Neighborhood Conservation district.

E.

1. The following uses are deemed to be conforming, pursuant to Section 21.68.030 of this Zoning Code, provided they were legally existing on November 19, 1990:

- a. Single-family attached and detached dwellings,
- b. TWO-FAMILY DWELLINGS,
- c. Nonresidential uses, except for uses listed in subsection (E)(2) of this section, and
- d. Multi-family dwellings of five or fewer units.

3. SINGLE-FAMILY ATTACHED AND DETACHED DWELLINGS AND TWO-FAMILY DWELLINGS DEEMED CONFORMING MAY BE EXPANDED FOR RESIDENTIAL USE IF THEY OTHERWISE MEET THE REQUIREMENTS OF THIS DISTRICT, INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS. In the case of any alteration, expansion, or modification to a two-family dwelling, the front setback and elements of the front façade, including any single plane, with respect to each dwelling unit shall be retained or match those of the other unit.

21.42.060 - BCE Business Corridor Enhancement district.

E. Uses Deemed Conforming. Uses existing on October 11, 1993 are deemed conforming for the purposes of expansion, pursuant to Section 21.68.030 of this Zoning Code. SINGLE-FAMILY RESIDENTIAL ATTACHED AND DETACHED DWELLINGS AND TWO-FAMILY DWELLINGS MAY BE EXPANDED FOR RESIDENTIAL USE IF THE EXPANSION OTHERWISE MEET THE REQUIREMENTS OF THE R2 DISTRICT, INCLUDING THE SETBACK AND HEIGHT

LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY  
DETACHED DWELLINGS.

21.46.030 - WMM Waterfront Mixed Maritime district.

D. Uses Deemed Conforming. The following uses are deemed conforming pursuant to Section 21.68.030 of this Zoning Code:

1. Single-family residential attached and detached dwellings AND TWO- FAMILY DWELLINGS, lawfully existing on August 24, 1987, may be expanded for residential use if the expansion otherwise meet the requirements of the R2-NC Single-Family Residence Neighborhood Conservation district, INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS. Unlawful uses occupying such residences on August 24, 1987 are not deemed to be conforming.

2. SINGLE-FAMILY ATTACHED AND DETACHED DWELLINGS AND TWO-FAMILY DWELLINGS DEEMED CONFORMING MAY BE EXPANDED FOR RESIDENTIAL USE IF THEY OTHERWISE MEET THE REQUIREMENTS OF THIS DISTRICT, INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS

21.46.040 - WMI Waterfront Maritime Industrial district.

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1. Single-family residential attached and detached dwellings AND TWO- FAMILY DWELLINGS, lawfully existing on August 24, 1987 may be expanded for residential use if the expansion otherwise meets the requirements of the R2 district, INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS. Unlawful uses occupying such residences on August 24, 1987 are not deemed to be conforming.

21.46.050 - WME Waterfront Maritime Eastport district

E. Uses Deemed Conforming. The following uses are deemed conforming pursuant to Section 21.68.030 of this Zoning Code:

1. Multifamily dwellings in structures of five units or less lawfully existing on August 24, 1987 if duly licensed in accordance with City codes and with an occupancy permit.

2. Single-family residential attached and detached dwellings AND TWO- FAMILY DWELLINGS, lawfully existing on August 24, 1987, may be expanded for residential use if the expansion otherwise meets the requirements of the R2-NC Single-Family Residence Neighborhood Conservation district, INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS; properties on Shipwright Street may be expanded for residential use if the expansion otherwise meets the requirements of the C1 Conservation Residence district, INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS. Unlawful uses occupying such residences on August 24, 1987 are not deemed to be conforming.

21.48.010 - Table of Uses—Residential Zoning Districts.

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1. Duplex units existing on August 10, 1970, may be altered or enlarged provided that the alteration or enlargements otherwise meet the provisions of the R2 zoning district, except that the shared lot line between each half of the duplex unit must meet the provisions of the R3, General Residence District, and subject to minor site design plan review

21.58.030 - Regulations.

In the OCD district the following regulations apply:

F. Uses Deemed Conforming.

1. The following uses are deemed to be conforming, pursuant to Section 21.68.030 of this Zoning Code, provided they were legally existing on November 19, 1990:

- a. Single-family attached and detached dwellings AND TWO-FAMILY DWELLINGS

3. Expansion of Uses Deemed Conforming.

- a. Single-family attached and detached dwellings AND TWO-FAMILY DWELLINGS deemed conforming may be expanded for residential use if they otherwise meet the requirements of the underlying district, INCLUDING THE SETBACK AND HEIGHT LIMITATIONS IN ACCORDANCE WITH SINGLE-FAMILY DETACHED DWELLINGS. Seconded. CARRIED on voice vote.

The main motion as amended CARRIED on voice vote.

- Alderman Paone moved to adopt O-25-11 amended on third reading. Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Paone, Alderwomen Hoyle, Finlayson, Alderman Littmann

NAYS:

CARRIED: 9/0

**O-51-11Amd. Use and Redevelopment of Property in C2 Zoning Districts – For the purpose of adding certain provisions governing use and redevelopment of property located in a C2 Zoning District.**

- Alderman Littmann moved to postpone O-51-11 amended on third reading until the Special Meeting on September 23, 2013. Seconded. CARRIED on voice vote.

**O-52-11Amd. Rezoning Parcels [1244] 1247 and 1255, Grid 20, Tax Map 52A – For the purpose of rezoning parcels [1244] 1247 and 1255, Grid 20, Tax Map 52A to C2, “Conservation Business” Zoning District.**

- Alderman Littmann moved to postpone O-52-11 amended on third reading until the Special Meeting on September 23, 2013. Seconded. CARRIED on voice vote.

**O-28-12 Amending the Procedures for the Sale and Rental of Moderately Priced Dwelling Units – For the purpose of amending the procedures for the sale and rental of moderately priced dwelling units.**

- Alderman Littmann moved to adopt O-28-12 on second reading. Seconded.

Planning and Zoning Director Arason gave a brief presentation and answered questions from Council.

The Rules and City Government and the Housing and Human Welfare Committees reported favorably on O-28-12, and the Planning Commission reported favorably with amendments.

- Alderman Arnett moved to amend O-28-12 as follows:

Amendment #1

Page 3, Line 37: Insert:

“Notwithstanding any other provisions, the City Council may adopt written regulations to address MPDU foreclosure proceedings. If an MPDU is sold in foreclosure proceedings that a lending institution holding a note secured by a mortgage or deed of trust has initiated, then the City shall terminate the MPDU controls and execute a release of the restrictive covenants if any and all proceeds of the sale are paid to the Homeowner Assistance Trust Fund. If a foreclosure MPDU sale occurs during the first ten (10) years after the original sale or rental, then any price paid at the foreclosure sale that exceeds the MPDU’s original sale price plus any reasonable costs and fees of foreclosure shall be paid into the Homeowner Assistance Trust Fund.” Seconded. CARRIED on voice vote.

- Alderwoman Finlayson moved to amend O-28-12 as follows:

To strike throughout the legislation “all language that would change the eligibility for the buyer”.

On page 2, in line 9 and 11 delete “brackets”

On page 2, in line 13, after the word “TO” delete “brackets”

On page 2, in line 14, delete “brackets”

On page 2, in line 14, strike “THE NOTICE SHALL INCLUDE A STATEMENT INDICATING THAT IF NO ELIGIBLE PERSON RESPONDS IN WRITING TO THE NOTICE WITHIN FIFTEEN (15) BUSINESS DAYS AFTER THE DATE OF THE NOTICE, OR IF ELIGIBLE PERSONS DO RESPOND WITHIN FIFTEEN (15) BUSINESS DAYS AFTER THE DATE OF THE NOTICE BUT DO NOT QUALIFY FOR FINANCING OR CANNOT PURCHASE THE MPDU FOR ANY OTHER REASON, OR IF NO ELIGIBLE PERSON HAS ENTERED INTO A CONTRACT OF SALE FOR THE MPDU WITHIN NINETY (90) DAYS AFTER THE START OF THE MARKETING PERIOD, THE CITY MAY PURCHASE THE MPDU AT THE PURCHASE PRICE ESTABLISHED FOR THE MPDU, BUT THAT IF THE CITY DOES NOT OPT TO PURCHASE THE MPDU, THE DEPARTMENT OF PLANNING AND ZONING INTENDS TO ISSUE A WRITTEN NOTICE TO THE APPLICANT AUTHORIZING THE APPLICANT TO OFFER THE MPDU TO THE GENERAL PUBLIC FOR SALE. THE DEPARTMENT OF PLANNING AND ZONING SHALL NOT BE REQUIRED TO ISSUE ANY FURTHER NOTICE TO ELIGIBLE PERSONS BEFORE AUTHORIZING THE APPLICANT TO OFFER THE MPDU FOR SALE TO THE GENERAL PUBLIC.”

On page 2, in line 30, strike “bracket” after the word “chapter”

On page 2, in line 42, strike “F. IF THE CITY OPTS NOT TO PURCHASE AN MPDU FOR WHICH NO ELIGIBLE PERSON HAS ENTERED INTO A CONTRACT OF SALE WITHIN THE NINETY (90) DAY MARKETING PERIOD TO ELIGIBLE PERSONS, THE DEPARTMENT OF PLANNING AND ZONING SHALL PROVIDE WRITTEN NOTICE TO THE APPLICANT CONTAINING AN AUTHORIZATION TO MARKET THE MPDU TO THE GENERAL PUBLIC FOR SALE AT THE APPROVED PURCHASE PRICE. THE DEPARTMENT OF PLANNING AND ZONING SHALL NOT ISSUE AN AUTHORIZATION TO MARKET TO THE GENERAL PUBLIC UNLESS ALL REQUIREMENTS OF THIS CHAPTER HAVE BEEN SATISFIED. THE STATUS OF AN MPDU FOR SALE SHALL NOT CHANGE AS A RESULT OF AN OFFERING TO THE GENERAL PUBLIC, AND ALL MPDUS THAT ARE SOLD TO THE GENERAL PUBLIC SHALL BE SUBJECT TO MPDU INCOME REQUIREMENTS AND SHALL BE OFFERED TO RESIDENTS OF ANNE ARUNDEL COUNTY.

On page 3, in line 13, strike “, INCLUDING THOSE MPDUS BOUGHT OR LEASED BY MEMBERS OF THE GENERAL PUBLIC UNDER THE PROVISIONS OF THIS CHAPTER,”

On page 2 and 3, re-letter all subsequent sections. Seconded. CARRIED on voice vote.

The main motion as amended CARRIED on voice vote.

- Alderman Paone moved to adopt O-28-12 amended on third reading. Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Paone,  
Alderwomen Hoyle, Finlayson, Alderman Littmann  
NAYS: Alderwomen Hoyle  
CARRIED: 8/1

**O-36-12 Permitted Hours of Sidewalk Cafes – For the purpose of authorizing permitted sidewalk cafes to remain open during the normal business hours governing such establishments.**

Planning and Zoning Director Arason gave a brief presentation and answered questions from Council.

- Alderman Paone moved to adopt O-36-12 on second reading. Seconded.

The Economic Matters Committee, the Alcoholic Beverage Control Board reported favorably with amendments on O-36-12.

- Alderman Arnett moved to amend O-36-12 as follows:

Page 2: in line 21 and 24:

Insert “30 minutes before” THE PERMITTED CLOSING TIME OF THE OPERATING ESTABLISHMENT.

Page 2, Line 31:

Strike “after” and insert “within 30 minutes before” Seconded. CARRIED on voice vote.

- Alderman Paone moved to amend O-36-12 as follows:

On page 1, in line 14, strike “2011” and insert “2012”

On page 2, in lines 23, 34 and 35, strike “21.08.060 (C) and insert “21.08.060 (E)  
Seconded. CARRIED on voice vote.

- Alderwoman Finlayson moved to amend O-36-12 as follows:

Page 3, Line 17, Insert after “passage” “AND SHALL BE DEEMED ABROGATED AND OF NO FURTHER EFFECT EFFECTIVE APRIL 30, 2015, AND STRICKEN FROM THE CODE OF THE CITY OF ANNAPOLIS.”  
Seconded. DEFEATED on voice vote.

- Alderwoman Budge moved to amend O-36-12 as follows:

Page 3, Line 17, Insert after “passage” “AND SHALL BE DEEMED ABROGATED AND OF NO FURTHER EFFECT EFFECTIVE JUNE 1, 2014, AND STRICKEN FROM THE CODE OF THE CITY OF ANNAPOLIS.”  
Seconded. CARRIED on voice vote.

- Alderman Paone moved to amend O-36-12 as follows:

On page 3, in line 8, after Department of Public Works, add “and Department of Neighborhood and Environmental Programs”  
Seconded. CARRIED on voice vote.

The main motion as amended CARRIED on voice vote.

- Alderman Littmann moved to adopt O-36-12 amended on third reading.  
Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Paone,  
Alderwomen Hoyle, Finlayson, Alderman Littmann

NAYS:

CARRIED: 9/0

**O-41-12 Public Ethics and Financial Disclosure – For the purpose of establishing minimum standards for the conduct of Annapolis government business and to assure the citizens of the City of that they may have the highest trust in public officials and employees and that the impartiality and independent judgment of public officials and employees will be maintained without improper or even the appearance of improper influence. To guard against improper influence, it is required that all City officials and employees maintain the highest ethical standards in conducting City business and that select City officials and employees disclose their financial affairs as provided in Section 2.08.60.**

James E. Dolezal, representing the Ethics Commission gave a brief presentation and answered questions from Council.

- Alderman Arnett moved to adopt O-41-12 on second reading. Seconded.

The Rules and City Government Committee reported favorably with amendments on O-41-12.

- Alderman Arnett moved to amend O-41-12 as follows:

On page 32, in line 29:

Strike “from the date of its passage” and insert “January 1, 2014.” Seconded.  
CARRIED on voice vote.

- Alderman Arnett moved to amend O-41-12 as follows:

On page 6, in line 22:

“(f) An interest in any mutual fund that is publicly traded on a national scale unless the mutual fund is composed primarily of holdings of stock and interests in a specific sector or area that is regulated by the City of Annapolis” Seconded.  
CARRIED on voice vote.

The main motion as amended CARRIED on voice vote.

- Alderman Paone requested his name be added as a sponsor to O-41-12.
- Alderman Arnett moved to adopt O-41-12 amended on third reading.  
Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Paone,  
Alderwomen Hoyle, Finlayson, Alderman Littmann

NAYS:

CARRIED: 9/0

**O-3-13 Bulk Regulations for Governmental Uses in the C1-A Zoning District – For the purpose of specifying that lot size and width requirements for existing buildings with a governmental use in the C1-A zoning district shall be determined through the special exception process, pursuant to Chapter 21.26 of the City of Annapolis Code.**

Planning and Zoning Director Arason gave a brief presentation and answered questions from Council.

- Alderman Arnett moved to adopt O-3-13 on second reading. Seconded.

The Rules and City Government Committee and the Planning Commission reported favorably on O-3-13.

The main motion CARRIED on voice vote.

- Alderman Arnett moved to adopt O-3-13 on third reading. Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Paone,  
Alderwomen Hoyle, Finlayson, Alderman Littmann

NAYS:

CARRIED: 9/0

**O-10-13 Compensation of Mayor, Aldermen/Alderwomen, and City Manager – For the purpose of specifying compensation and allowances to be paid to the Mayor and Aldermen/Alderwomen for the term of office commencing on the first Monday in December, 2013; and for specifying compensation and allowances to be paid to the City Manager.**

- Alderwoman Hoyle moved to adopt O-10-13 on second reading.  
Seconded.

The Finance and Rules and City Government Committees reported favorably on O-10-13.

- Alderman Budge moved to amend O-10-13 as follows:

On page 3, in line 9:

Strike “\$13,500” and replace with “\$12,600” Seconded.

A ROLL CALL vote was taken:

YEAS: Aldermen Budge, Paone, Littmann  
NAYS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Alderwomen  
Hoyle, Finlayson  
DEFEATED: 3/6

The main motion CARRIED on voice vote.

- Alderwoman Finlayson moved to adopt O-10-13 amended on third reading. Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Alderwomen Hoyle,  
Finlayson  
NAYS: Aldermen Budge, Paone, Littmann  
ABSTAIN: Alderman Arnett  
CARRIED: 5/3/1

**O-20-13 Highly Compensated Employees in the Police and Fire Retirement Plan -For the purpose of establishing the definition of “highly compensated employee” within the Police and Fire Retirement Plan and authorizing such highly compensated employee participation in the Police and Fire Retirement Plan.**

Human Resources Director Rensted gave a brief presentation and answered questions from Council.

- Alderman Arnett moved to adopt O-20-13 on second reading. Seconded.

The Rules and City Government and the Public Safety Committees reported favorably on O-20-13.

The main motion CARRIED on voice vote.

- Alderman Arnett moved to adopt O-20-13 on third reading. Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Paone,  
Alderwomen Hoyle, Finlayson, Alderman Littmann  
NAYS:  
CARRIED: 9/0

**R-10-13 A Protocol for Ensuring the Implementation of the Forest Conservation Act – For the purpose of enacting a protocol to ensure the implementation of the Forest Conservation Act.**

- Alderman Littmann moved to withdraw R-10-13 on second reading. Seconded. CARRIED on voice vote.

**R-27-13 Timothy House Rehabilitation of Timothy House and Redevelopment of Timothy Gardens – For the purpose of approving the rehabilitation of Timothy House and redevelopment of Timothy Gardens Project-based Section 8 properties in Annapolis, Maryland to be financed either directly by the Department of Housing and Community Development (the "Department") of the State of Maryland or through the Department's Community Development Administration (the "Administration").**

Planning and Zoning Director Arason gave a brief presentation and answered questions from Council.

Alvin J. Nichols, 8105 Felbrigg Hall Road, Glenn Dale, Maryland 2076 representing NICHOLS Creative Development, LLC and Andrew Agetstein, 11200 Rockville Pike, Suite 250, Rockville, Maryland 20852 representing National Foundation for Affordable Housing Solutions, Inc were present and answered questions from Council.

- Alderman Arnett moved to adopt R-27-13 on second reading. Seconded.
- Alderman Littmann moved to amend R-27-13 as follows:

On page 1, in line 15, after “(the "Administration") add “of the State of Maryland” Seconded. CARRIED on voice vote.

- Alderman Littmann moved to amend R-27-13 as follows:

On page 1, Line 34

Before “project” insert “Department or Administration providing” Seconded. CARRIED on voice vote.

- Alderman Arnett moved to amend R-27-13 as follows:

On page 2, in line 5, after the word “Resolution” strike “shall be sent” Seconded. CARRIED on voice vote.

The main motion amended A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Paone,  
Alderwomen Hoyle, Finlayson, Alderman Littmann

NAYS:

ABSTAIN: Alderman Budge

CARRIED: 8/0/1

**R-28-13 Regionalizing Transit Service – For the purpose of expressing the sense of the Annapolis City Council for the Administration to move forward with negotiating a Memorandum of Understanding (MOU) with the Central Maryland Transportation & Mobility Consortium and to participate in a non-binding way with respect to the Request for Proposals.**

Transportation Director Newell gave a brief presentation and answered questions from Council.

Mike Packler, 506 President Street, Annapolis, Maryland 21403 representing the Annapolis Transportation Board was present and answered questions from Council.

- Alderman Arnett moved to adopt R-28-13 on second reading. Seconded.

The main motion A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Paone,  
Alderwomen Hoyle, Finlayson, Alderman Littmann  
NAYS:  
CARRIED: 9/0

FISCAL YEAR 2014 BUDGET RELATED LEGISLATION

**O-11-13 Parking Permits for Contractors and Transporters of Merchandise and Materials – For the purpose of removing the distinction between contractor or merchandise/material transporter use of metered or unmetered parking spaces in determining the calculation of fees.**

DNEP Director Broadbent gave a brief presentation and answered questions from Council.

- Alderman Arnett moved to adopt O-11-13 on second reading. Seconded.

The Public Safety and the Transpiration Committees reported favorably on O-11-13.

The main motion CARRIED on voice vote.

- Alderman Arnett moved to adopt O-11-13 on third reading. Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Pfeiffer, Arnett, Budge, Paone,  
Alderwomen Hoyle, Finlayson, Alderman Littmann  
NAYS:  
CARRIED: 8/0

- Alderman Kirby was out of the room during the vote.

**O-12-13 Authorizing an Application Fee and Permit Fee for a Tree Removal Permit – For the purpose of authorizing the Department of Neighborhood and Environmental Programs to collect an application fee and permit fee for a tree removal permit.**

Chief of Environmental Programs Biba gave a brief presentation and answered questions from Council.

- Alderman Littmann moved to adopt O-12-13 on second reading. Seconded.

The Environmental Matters Committee reported favorably on O-12-13.

The main motion CARRIED on voice vote.

- Alderman Littmann moved to adopt O-12-13 on third reading. Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Budge, Paone,  
Alderwomen Hoyle, Finlayson, Alderman Littmann  
NAYS: Alderman Arnett  
CARRIED: 8/1

**O-13-13 Authorizing a Fee for a Hearing Before the Board of Port Wardens – For the purpose of authorizing a fee for a hearing before the Board of Port Wardens.**

Chief of Environmental Programs Biba gave a brief presentation and answered questions from Council.

- Alderman Littmann moved to adopt O-13-13 on second reading. Seconded.

The Environmental Matters Committee reported favorably on O-13-13.

The main motion CARRIED on voice vote.

- Alderman Littmann moved to adopt O-13-13 on third reading. Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Paone,  
Alderwomen Hoyle, Finlayson, Alderman Littmann

NAYS:

CARRIED: 9/0

The order of the agenda was amended to allow for the Reconsideration of O-12-13 on second reading.

**O-12-13 Authorizing an Application Fee and Permit Fee for a Tree Removal Permit – For the purpose of authorizing the Department of Neighborhood and Environmental Programs to collect an application fee and permit fee for a tree removal permit.**

- Alderman Littmann moved to reconsider O-12-13 on second reader. Seconded. CARRIED on voice vote.
- Alderman Littmann moved to adopt O-12-13 on second reading. Seconded.

The Environmental Committee reported favorably on O-12-13.

The main motion CARRIED on voice vote.

- Alderman Pfeiffer moved to adopt O-12-13 on third reading. Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Paone,  
Alderwomen Hoyle, Finlayson, Alderman Littmann

NAYS:

CARRIED: 9/0

The order of the agenda was resumed.

**O-14-13 Clarification of the Utility Contractor Inspection Fee – For the purpose of clarifying the utility contractor inspection fee by deleting Section 16.04.030 of the Annapolis City Code and revising Section 16.04.060 in order to ensure objective and detailed inspection of any improvements and facilities, including water and sewer pipes and appurtenances, storm drainage systems, curbs, gutters and pavement within easements or rights-of-way; and authorizing an inspection fee that varies by the value of the construction to be performed.**

DNEP Director Broadbent gave a brief presentation and answered questions from Council.

- Alderwoman Hoyle moved to adopt O-14-13 on second reading. Seconded.

The Environmental Matters Committee reported favorably on O-14-13.

The main motion CARRIED on voice vote.

- Alderman Arnett moved to adopt O-14-13 on third reading. Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Paone,  
Alderwomen Hoyle, Finlayson, Alderman Littmann

NAYS:

CARRIED: 9/0

**O-15-13 Clarifying the Fee-in-Lieu for Trees in Development Areas – For the purpose of clarifying the fee-in-lieu for trees in development areas by addressing the contradiction between Section 17.09.070 (C) of the Annapolis City Code and the fee schedule.**

Chief of Environmental Programs Biba gave a brief presentation and answered questions from Council.

- Alderman Littmann moved to adopt O-15-13 on second reading. Seconded.

The Economic Matters Committee reported favorably on O-15-13.

The main motion CARRIED on voice vote.

- Alderman Arnett moved to adopt O-15-13 on third reading. Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Paone,  
Alderwomen Hoyle, Finlayson, Alderman Littmann

NAYS:

CARRIED: 9/0

The meeting was recessed at 10:04 p.m. and reconvened at 10:16 p.m.

**R-12-13 Capital Improvement Program: FY 2014 to FY 2019 – For the purposes of adopting a capital improvement program for the six-year period from July 1, 2013, to June 30, 2019.**

City Manager Mallinoff gave a brief presentation and answered questions from Council. Assistant City Manager Burke and Finance Director Miller were also present and answered questions from Council.

The Finance Committee Reported favorably on the R-12-13.

- Alderman Arnett moved to adopt R-12-13 on second reading. Seconded.
- Alderman Budge moved to amend R-12-13 as follows:

Alderman Budge Amendment (in red)  
O-9-13 and R-12-13  
Capital Budget and Capital Improvement Program

Capital Improvement Program - Proposed

FY2014-FY2019

Project Detail  
Revision proposed 6/10/13

<b>Project Title</b> City Dock Infrastructure	<b>Project Number:</b> TBD	<b>Initiating Department</b> Planning & Zoning
<b>Asset Category</b>	<b>Asset Number</b>	<b>Priority Score</b> 61 – Stormwater/Flooding Component 54 – Bulkhead Component
<b>Project Description</b> Improvements to infrastructure in the City Dock area; area is defined in the City Dock Master Plan. Project encompasses stormwater management infrastructure, flood protection, and phase 2 of bulkhead replacement. Improvements to public space, public access, and circulation may be addressed with this project. Project may encompass land use and redevelopment recommendations in the City Dock Master Plan, and is coordinated with other capital projects in the vicinity.		
<b>Regulatory or Legal Mandates</b> Public safety associated with City-owned infrastructure.	<b>Operational Necessity</b> Project will address monthly flooding of City Dock surface lots and Compromise Street, and will address deterioration associated with the existing bulkhead.	
<b>Prior Funding</b> FY13 \$275,000 under 'City Dock Development'	<b>Non-City sources of funding</b> <del>Pending:</del> Federal grant: \$1.5M (Boating Infrastructure Grant) Pending: EPARM application for Valve Installation: \$85,000	
<b>FY14 Budget commitment allows project stage:</b> Design & Construction	<b>Project Years</b> FY14 – FY15	<b>Total Project Budget</b>

Expenditure Schedule	Budget Proposed FY14	5-Year Capital Plan					FY14 - FY19 Total
		Proposed FY15	Proposed FY16	Proposed FY17	Proposed FY18	Proposed FY19	
Land Acquisition							
Project Planning							
Installation: Backflow Valves		192,916					192,916
Design-Stormwater Mngmt.	558,960						558,960
Design/Construction-DB Bulkhead	6,567,945						6,567,945
Construction-Stormwater Mngmt.		4,792,483					4,792,483
Construction Project Mngmt	357,500	100,000					457,500
IT Costs							
Furniture Fixtures Equipment							
<b>Total</b>	<b>7,484,405</b>	<b>5,085,399</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12,569,804</b>

Funding Schedule							
	Budget Proposed FY14	Budget Proposed FY15	Budget Proposed FY16	Budget Proposed FY17	Budget Proposed FY18	Budget Proposed FY19	FY14 - FY19 Total
Bond funds	5,150,445	5,000,399					10,150,844
Bond funds (FY13)	275,000						275,000
Operating funds							0
Federal Grant (Construction)	1,500,000						1,500,000
Stormwater Fund	558,960						558,960
State Grant (OEM/Valves)		85,000					85,000
<b>Total</b>	<b>7,484,405</b>	<b>5,085,399</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12,569,804</b>

Seconded. CARRIED on voice vote.

- Alderwoman Finlayson moved to amend R-12-13 as follows:

CIP Revisions for consideration by Finance Committee on May 7, 2013

In Revised Pages

1. Page 25: ATP Capital Projects: Transportation Facility (from 4/25/13 meeting)

New pages

2. Water Treatment Plant
3. Chesapeake Children's Museum
4. Parking Facility Upgrades (from 4/25/13 meeting)
5. Future year projects: detail pages
  - a. Truxton Park Skatepark
  - b. Generator Installation Program
  - c. Payroll Time/Attendance System
  - d. Admiral Heights Entrance Median

6. Project Scoring – Appendix B

Correct cross-references

7. Page 7 & 8: FY14 Capital Budget – Source of Funds
8. Page 9 & 10: Summary FY14 – FY19 – Total Project Cost. Seconded. CARRIED on voice vote.

The main motion amended A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Paone, Alderwomen Hoyle, Finlayson, Alderman Littmann

NAYS:

CARRIED: 9/0

**R-13-13 FY 2014 Fees Schedule Effective July 1, 2013 – For the purpose of specifying fees that will be charged for the use of City services for FY 2014.**

City Manager Mallinoff and Finance Director Miller were present and answered questions from Council.

- Alderman Arnett moved to adopt R-13-13 on second reading. Seconded.
- Alderman Arnett moved to amend R-13-13 as follows:

Finance Committee amendment to R-13-13 FY 2014 Fees Schedule Effective July 1, 2013

On Page 7:

10.16.160 Annual fee for trash collection from dwelling units within the city [\$380.00] \$340.00

Delete the change to \$340.00 and reinstate the \$380.00 fee. Seconded. CARRIED on voice vote.

- Alderwoman Finlayson move to amend R-13-13 as follows:

May 22, 2013

Additional Staff Amendments to FY2014 Fee Schedule (R-13-13)

Code Reference	Type of Fee	Current	Proposed	Comment
<b><i>Finance</i></b>				
6.04.140	Lien certificate	\$35.00	\$50.00	
7.08.010	Fee for each license	\$12.00	\$15.00	
7.08.020	Billposters per year	\$6.00	\$15.00	
7.08.030	Bowling alleys per year	\$12.00	\$15.00	
7.08.040	Miniature golf courses & other outdoor amusements, per year	\$34.00	\$35.00	
10.28.090	Fee for obtaining a public swimming pool	\$5.00	\$15.00	
12.20.110	Nonrefundable annual permit fee. Fee may be waived for any city resident submitting proof of age above sixty years	\$10.00	\$15.00	
12.28.150	Annual license fee for conducting a parking lot or parking station incident to another business.	\$5.00	\$15.00	
12.54.020	Nonrefundable application fee for Nonstandard Vehicle Operator Permit	\$5.00	\$15.00	
<b><i>DPW</i></b>				
14.08.040	Fee for a permit for each driveway to be constructed or for each lowering or raising a curb	\$5.00	\$15.00	
14.20.010	Obstruction permit reinspection fee	\$10.00	\$15.00	
14.20.010	For each extension or change to the original permit	\$10.00	\$15.00	
<b><i>P&amp;Z</i></b>				
21.56.0408	Certificate of Approval- Public Hearing Application	\$25- \$110	\$25- \$1,000	Sliding scale – percentage of total project estimated
21.56.0408	Certificate of Approval – Administrative	\$0	\$25- \$500	Sliding scale- percentage of total project estimated
21.56.0408	Certificate of Approval – "After the Fact" Public Hearing Application	\$25- \$110	\$50- \$2,000	Sliding scale- percentage of total project estimated cost from \$250 to \$100,000 and over

Additional Staff Amendments to FY2014 Fines Schedule (R-14-13)

<b><i>P&amp;Z</i></b>				
21.56.120	Historic preservation violation	\$100 per day of violation	\$200 per day of violation	This aligns with current violation fees for building code citations

Seconded. CARRIED on voice vote.

The main motion amended A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Alderwomen Hoyle, Finlayson, Alderman Littmann  
 NAYS: Alderman Paone  
 CARRIED: 8/1

**R-14-13 FY 2014 Fines Schedule Effective July 1, 2013 – For the purpose of specifying fines that will be charged for FY 2014.**

City Manager Mallinoff gave a brief presentation and answered questions from Council.

- Alderman Arnett moved to adopt R-14-13 on second reading. Seconded.
- Alderman Arnett moved to amend R-14-13 as follows:

Additional Staff Amendments to FY2014 Fines Schedule (R-14-13)

<b><i>P&amp;Z</i></b>				
21.56.120	Historic preservation violation	\$100 per day of violatio	\$200 per day of violatio	This aligns with current violation fees for building code citations

Seconded. CARRIED on voice vote.

The main motion amended A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Paone, Alderwomen Hoyle, Finlayson, Alderman Littmann  
 NAYS:  
 CARRIED: 9/0

**R-15-13 Position Classifications and Pay Plan – For the purpose of approving the FY 2014 position classification and pay plan effective July 1, 2013.**

City Manager Mallinoff gave a brief presentation and answered questions from Council.

- Alderman Arnett moved to adopt R-15-13 on second reading. Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Paone, Alderwomen Hoyle, Finlayson, Alderman Littmann

NAYS:  
CARRIED: 9/0

**O-8-13 Annual Operating Budget: FY 2014 – For the purposes of adopting an operating budget for the City of Annapolis for the Fiscal Year 2014; appropriating funds for expenditures for the Fiscal Year 2014; defraying all expenses and liabilities of the City of Annapolis and levying same for the purposes specified; specifying certain duties of the Director of Finance; and, specifying a rate of interest to be charged upon overdue-property taxes.**

- Alderman Arnett moved to adopt O-8-13 on second reading. Seconded.

City Manager Mallinoff introduced Finance Director Miller who gave a brief presentation and answered questions from Council.

The Finance Committee reported favorably with amendments on O-8-13.

- Alderwoman Finlayson moved to amend O-8-13 as follows:

To substitute the Finance Committee Proposed Revised Budget dated June 4, 2013, for the Mayors' Budget. Seconded. CARRIED on voice vote.

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
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		<b>Budget Request FY 2014</b>								
3			<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
5		<b>GENERAL FUND</b>								
6		<b>Revenues</b>								
7		<b>Taxes</b>								
8		Real Estate	37,221,346.00		37,221,346.00		37,221,346.00	(262,641.00)		36,958,705.00
9		Park Place TIF	(800,000.00)		(800,000.00)		(800,000.00)		200,000.00	(600,000.00)
10		New Growth	0.00		0.00		0.00			0.00
11		Personal Property- Unincorp.	27,000.00		27,000.00		27,000.00			27,000.00
12		Pers. Property- Public Utilities	1,100,000.00		1,100,000.00		1,100,000.00			1,100,000.00
13		Pers. Property- Incorporated	1,500,000.00		1,500,000.00		1,500,000.00			1,500,000.00
14		Penalties and Interest- Uninc.	1,000.00		1,000.00		1,000.00			1,000.00
15		Penalties and Interest - Corp.	20,000.00		20,000.00		20,000.00			20,000.00
16		Penalties and Interest- Real	145,000.00		145,000.00		145,000.00			145,000.00
17		Subtotal:	39,214,346.00	-	39,214,346.00	0.00	39,214,346.00	(262,641.00)	200,000.00	39,151,705.00
18										0.00
19		<b>Licenses and Permits</b>								
20		Street Use	225,000.00		225,000.00		225,000.00			225,000.00
21		Residential Parking 1	52,000.00		52,000.00		52,000.00			52,000.00
22		Residential Parking 2	39,000.00		39,000.00		39,000.00			39,000.00
23		Residential Parking 3	20,000.00		20,000.00		20,000.00			20,000.00
24		Residential Parking 4	4,000.00		4,000.00		4,000.00			4,000.00
25		Residential Parking 5	1,000.00		1,000.00		1,000.00			1,000.00
26		Sidewalk Cafes	12,000.00		12,000.00		12,000.00			12,000.00
27		Alcoholic Beverages	500,000.00		500,000.00		500,000.00		14,060.00	514,060.00
28		Traders	70,000.00		70,000.00		70,000.00			70,000.00
29		Vendors	70,000.00		70,000.00		70,000.00			70,000.00
30		Towing	0.00		0.00		0.00			0.00
31		Amusement	3,000.00		3,000.00		3,000.00			3,000.00
32		Building	800,000.00		800,000.00		800,000.00			800,000.00
33		Occupancy	8,000.00		8,000.00		8,000.00			8,000.00
34		Use	6,000.00		6,000.00		6,000.00			6,000.00
35		Cable TV	700,000.00		700,000.00		700,000.00			700,000.00
36		Peg Fees	0.00		0.00		0.00			0.00
37		Other	85,000.00	50,000.00	135,000.00		135,000.00			135,000.00
38		Subtotal:	2,595,000.00	50,000.00	2,645,000.00	0.00	2,645,000.00	0.00	14,060.00	2,659,060.00
39										0.00
40		<b>Fines and Forfeitures</b>								
41		Municipal	28,000.00		28,000.00		28,000.00			28,000.00
42		Police - Forfeitures	60,000.00		60,000.00		60,000.00			60,000.00
43		Other	11,500.00		11,500.00		11,500.00			11,500.00
44		U.S. Justice Forfeiture	32,000.00		32,000.00		32,000.00			32,000.00
45		Speed Enforcement	200,000.00		200,000.00		200,000.00			200,000.00
46		Auto Traffic Signal	135,000.00		135,000.00		135,000.00			135,000.00
47		Subtotal:	466,500.00	0.00	466,500.00	0.00	466,500.00	0.00	0.00	466,500.00

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
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3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
48					-					0.00
49										
50		<b>Money and Property</b>								
51		Interest Earnings								
52		Investments	14,000.00		14,000.00		14,000.00		50,000.00	64,000.00
53		Savings Accounts	0.00		0.00		0.00			0.00
54		Rents and Concessions	200,000.00		200,000.00		200,000.00			200,000.00
55		Payment in Lieu of Taxes	141,000.00		141,000.00		141,000.00			141,000.00
56		Miscellaneous Sales	0.00		0.00		0.00			0.00
57		GO Bonds	4,000.00		4,000.00		4,000.00			4,000.00
58		Contributions	50,000.00		50,000.00		50,000.00			50,000.00
59		Subtotal;	409,000.00	0.00	409,000.00	0.00	409,000.00	0.00	50,000.00	459,000.00
60					-					0.00
61										
62		<b>Miscellaneous</b>								
63		Non-taxable	12,000.00		12,000.00		12,000.00			12,000.00
64		Cash Over-Under	0.00		0.00		0.00			0.00
65		Police Services	250,000.00		250,000.00		250,000.00			250,000.00
66		Miscellaneous	160,000.00		160,000.00		160,000.00			160,000.00
67		Returned Check Fee	3,100.00		3,100.00		3,100.00			3,100.00
68		Payments for fire services	26,000.00		26,000.00		26,000.00			26,000.00
69		File Fee	6,000.00		6,000.00		6,000.00			6,000.00
70		Sprinkler Loan Payment	0.00		0.00		0.00			0.00
71		Subtotal;	457,100.00	0.00	457,100.00	0.00	457,100.00	0.00	0.00	457,100.00
72					-					0.00
73		<b>Intergovernmental</b>								
74		Federal Grants	0.00		0.00		0.00			0.00
75		State Grants	0.00		0.00		0.00			0.00
76		Highway	500,000.00	359,000.00	859,000.00		859,000.00			859,000.00
77		Income Tax	5,000,000.00		5,000,000.00		5,000,000.00			5,000,000.00
78		Admissions Tax	810,000.00		810,000.00		810,000.00			810,000.00
79		State PILOT	367,000.00		367,000.00		367,000.00			367,000.00
80		County PILOT	0.00		0.00		0.00			0.00
81		Hotel - Motel	1,860,000.00		1,860,000.00		1,860,000.00			1,860,000.00
82		County Grants	304,545.32		304,545.32		304,545.32			304,545.32
83		Electricity	190,000.00		190,000.00		190,000.00			190,000.00
84		Gas	26,000.00		26,000.00		26,000.00			26,000.00
85		Telephone	240,000.00		240,000.00		240,000.00			240,000.00
86		Fuel	2,000.00		2,000.00		2,000.00			2,000.00
87		Subtotal;	9,299,545.32	359,000.00	9,658,545.32	0.00	9,658,545.32	0.00	0.00	9,658,545.32
88					-					
89										
90		<b>Charges for Services</b>								
91		Zoning and Subdiv. Fees	51,000.00		51,000.00		51,000.00			51,000.00
92		Public Safety Fees	1,610,000.00		1,610,000.00		1,610,000.00			1,610,000.00

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
2										
3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
93		Culture and Recreation	2,000,000.00		2,000,000.00		2,000,000.00			2,000,000.00
94		Subtotal;	3,661,000.00	0.00	3,661,000.00	0.00	3,661,000.00	0.00	0.00	3,661,000.00
95										
96										
97		<b>Transfers and other Sources</b>								
98		Transfers and Indirect Charge-Backs								
99		Transfer from Solid Waste	450,000.00		450,000.00		450,000.00			450,000.00
100		Transfer from Cap. Proj.	320,000.00		320,000.00		320,000.00			320,000.00
101		Transfer from Settlements- for 1 time			0.00		0.00			0.00
102		Transfer from Sale of inventory- for 1 time			0.00		0.00			0.00
103		Transfer from Spec. Rev.	0.00	815,000.00	815,000.00		815,000.00			815,000.00
104		Transfer from Sewer	300,000.00		300,000.00		300,000.00			300,000.00
105		Transfer from Water	800,000.00		800,000.00		800,000.00			800,000.00
106		Transfer from Stormwater	590,000.00		590,000.00		590,000.00			590,000.00
107		Transfer from Harbor	0.00		0.00		0.00	50,000.00		50,000.00
108		Transfer from Parking	2,700,000.00		2,700,000.00		2,700,000.00	200,000.00		2,900,000.00
109		Transfer from Market House	0.00		0.00		0.00			0.00
110		Transfer from Reserves	1,000,000.00		1,000,000.00		1,000,000.00			1,000,000.00
111		Transfer from Transit	0.00		0.00		0.00			0.00
112		Indirect Charges:	3,291,100.00		3,291,100.00		3,291,100.00			3,291,100.00
113		Subtotal;	9,451,100.00	815,000.00	10,266,100.00	0.00	10,266,100.00	250,000.00	0.00	10,516,100.00
114										0.00
115		<b>Bank Loans</b>								
116		BOA	0.00		0.00		0.00			0.00
117		SunTrust	0.00		0.00		0.00			0.00
118		Subtotal;	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
119										
120		<b>Bonds</b>								
121		Proceeds	0.00		0.00		0.00			0.00
122		Premiums	0.00		0.00		0.00			0.00
123		Subtotal;	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
124										
125		<b>Total; Sources of Funds</b>	<b>65,553,591.32</b>	<b>1,224,000.00</b>	<b>66,777,591.32</b>	<b>0.00</b>	<b>66,777,591.32</b>	<b>(12,641.00)</b>	<b>264,060.00</b>	<b>67,029,010.32</b>
126										
127										
128		<b>Expenditures</b>								
129		<b>Mayor and City Council</b>								
130		<b>Boards and Commissions</b>								
131		<b>Salaries and Benefits</b>								
132		Salaries	60,271.10		60,271.10		60,271.10			60,271.10
136		Salary Enhancements								
137		Recording Secretary pay increase		2,850.00	2,850.00		2,850.00			2,850.00
138		Benefits	30,256.35		30,256.35		30,256.35			30,256.35
139		Salaries/Benefits Total	90,527.45	2,850.00	93,377.45	0.00	93,377.45	0.00	0.00	93,377.45

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
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3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
140		crossfoot error / source test			-		-			-
141		Operating								
142		Supplies/mail	16,850.00		14,000.00		14,000.00			14,000.00
143		Supplies	12,000.00	(2,850.00)	9,150.00		9,150.00			9,150.00
144		Print & postage	3,850.00		3,850.00		3,850.00			3,850.00
145		Training	1,000.00		1,000.00		1,000.00			1,000.00
146		Contract Services	0.00		0.00		0.00			0.00
147		Operating Total	16,850.00	(2,850.00)	14,000.00	0.00	14,000.00	0.00	0.00	14,000.00
148					-					
149		<b>Total; Boards &amp; Comissions</b>	107,377.45	0.00	107,377.45	0.00	107,377.45	0.00	0.00	107,377.45
150					-		-			-
151		<b>Administration</b>			-					
152		<b>Salaries and Benefits</b>								
153		Salaries	889,914.92		889,914.92		889,914.92			889,914.92
173		Benefits	211,796.22		211,796.22		211,796.22			211,796.22
174		<b>Salaries/Benefits Total</b>	1,101,711.14	-	1,101,711.14	0.00	1,101,711.14	0.00	0.00	1,101,711.14
175		<b>Operating</b>			-		-			-
176		Supplies	19,320.00		21,776.00		21,776.00			21,776.00
177		Citation supplies	4,800.00	200.00	5,000.00		5,000.00			5,000.00
178		Office supplies	4,800.00	200.00	5,000.00		5,000.00			5,000.00
179		Ink and printer expenses	3,000.00		3,000.00		3,000.00			3,000.00
180		Postage	1,200.00		1,200.00		1,200.00			1,200.00
181		Furniture	5,000.00	2,000.00	7,000.00		7,000.00			7,000.00
182		Newspaper (incl. digital access)	520.00	56.00	576.00		576.00			576.00
183		Telephone	5,100.00	2,900.00	8,000.00		8,000.00			8,000.00
184		Professional Svcs - Other	0.00		0.00		0.00			0.00
185		Special Projects	77,500.00		76,200.00		91,200.00			81,200.00
186		Sponsorship for MLK Events	1,100.00		1,100.00		1,100.00			1,100.00
187		Commission on 1864				7,500.00	7,500.00			7,500.00
188		Kunte Kirtte Memorial Maintenance				7,500.00	7,500.00			7,500.00
189		National Citizen Survey	10,000.00		10,000.00		10,000.00			10,000.00
190		Center for Performance Measure.	7,500.00		7,500.00		7,500.00			7,500.00
191		Mandatory Music Licenses	1,500.00	(400.00)	1,100.00		1,100.00			1,100.00
192		HACA Comm. Engage. Specialist	10,000.00		10,000.00		10,000.00	(10,000.00)		0.00
193		Reimbursement for Special Events	3,400.00	(400.00)	3,000.00		3,000.00			3,000.00
194		Employee Holiday Luncheon	4,000.00	(500.00)	3,500.00		3,500.00			3,500.00
195		Banners, flags, News Year's Eve	15,000.00		15,000.00		15,000.00			15,000.00

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1										
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3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
196		Bates Legacy Center	25,000.00		25,000.00		25,000.00			25,000.00
197		Training and Education	27,000.00		26,200.00		26,200.00			26,200.00
198		ICMA dues (CM + Asst CM)	3,500.00		3,500.00		3,500.00			3,500.00
199		ICMA conf. fees (CM + Asst CM)	3,500.00		3,500.00		3,500.00			3,500.00
200		ICMA dues and conf. fees (SMBE)	3,500.00		3,500.00		3,500.00			3,500.00
201		Team retreat	5,800.00	(800.00)	5,000.00		5,000.00			5,000.00
202		Travel reimbursement	1,200.00		1,200.00		1,200.00			1,200.00
203		Mayor's staff & comm grant recip.	7,500.00		7,500.00		7,500.00			7,500.00
204		Miscellaneous memberships	2,000.00		2,000.00		2,000.00			2,000.00
205		Aldersperson's Expenses	12,000.00		12,000.00		12,000.00			12,000.00
206		Mayor Expenses	0.00		0.00		0.00			0.00
207		Repair and Maintenance	0.00		0.00		0.00			0.00
208		Contract Services	20,000.00		20,000.00		20,000.00			20,000.00
209		Minor Carter Contract	20,000.00		20,000.00		20,000.00			20,000.00
210		Lead Paint Int.	0.00		0.00		0.00			0.00
211		Vehicle Allowance	6,000.00		6,000.00		6,000.00			6,000.00
212		Operating Total	166,920.00	3,256.00	170,176.00	15,000.00	185,176.00	0.00	(10,000.00)	175,176.00
213		<b>Total; Administration</b>	<b>1,268,631.14</b>	<b>3,256.00</b>	<b>1,271,887.14</b>	<b>15,000.00</b>	<b>1,286,887.14</b>	<b>0.00</b>	<b>(10,000.00)</b>	<b>1,276,887.14</b>
214					-		-			-
215		<b>Public Information</b>								
216		<b>Salaries and Benefits</b>								
217		Salaries	133,476.90		133,476.90		133,476.90			133,476.90
218		Public Information Officer								
219		Technical Support								
220		Camera Operator								
221		Salary Enhancements								
222		PT videographer for committee mtgs	0.00	15,000.00	15,000.00		15,000.00		(15,000.00)	0.00
223		Benefits	22,914.31		22,914.31		22,914.31			22,914.31
224		<b>Salaries/Benefits Total</b>	<b>156,391.21</b>	<b>15,000.00</b>	<b>171,391.21</b>	<b>0.00</b>	<b>171,391.21</b>	<b>0.00</b>	<b>(15,000.00)</b>	<b>156,391.21</b>
225		Operating			-		-			-
226		Supplies	3,050.00		3,050.00		3,050.00			3,050.00
227		Telephone	1,950.00		1,950.00		1,950.00			1,950.00
228		Contract Services	70,000.00		70,000.00		70,000.00			70,000.00
229		Studio Supervisor (Contractor)	36,000.00		36,000.00		36,000.00			36,000.00
230		Teleview (for CITY TV)	6,000.00		6,000.00		6,000.00			6,000.00
231		On Demand(converts tape to web)	7,000.00		7,000.00		7,000.00			7,000.00
232		Streaming video	7,000.00		7,000.00		7,000.00			7,000.00
233		City Advertising	14,000.00		14,000.00		14,000.00			14,000.00
234		Operating Total	75,000.00	-	75,000.00	0.00	75,000.00	0.00	0.00	75,000.00
235		<b>Total; Public Information</b>	<b>231,391.21</b>	<b>15,000.00</b>	<b>246,391.21</b>	<b>0.00</b>	<b>246,391.21</b>	<b>0.00</b>	<b>(15,000.00)</b>	<b>231,391.21</b>
236					-		-			-

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1										
2										
3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
237		Economic Development			-					
238		<b>Total; Economic Development</b>	450,000.00		450,000.00		450,000.00			450,000.00
239					-		-			-
240		City Attorney								
241		Salaries and Benefits								
242		Salaries	625,864.25	100,000.00	725,864.25		725,864.25			725,864.25
252		Benefits	198,654.53	32,000.00	230,654.53		230,654.53			230,654.53
253		Salaries/Benefits Total	824,518.78	132,000.00	956,518.78	0.00	956,518.78	0.00	0.00	956,518.78
254		Operating			-		-			-
255		Supplies	9,630.00		9,630.00		9,630.00			9,630.00
256		Office Depot	3,000.00		3,000.00		3,000.00			3,000.00
257		National Imaging	1,000.00		1,000.00		1,000.00			1,000.00
258		Palmer Printing	1,500.00		1,500.00		1,500.00			1,500.00
259		Postage	1,000.00		1,000.00		1,000.00			1,000.00
260		Copier Expenses	3,130.00		3,130.00		3,130.00			3,130.00
261		Legal Services	125,000.00		125,000.00		125,000.00			125,000.00
262		B & C Attorney(s)	20,000.00		20,000.00		20,000.00			20,000.00
263		Financial Attorney(s)	30,000.00		30,000.00		30,000.00			30,000.00
264		HR Issues Attorney(s)	40,000.00		40,000.00		40,000.00			40,000.00
265		APD Issues Attorney(s)	3,000.00		3,000.00		3,000.00			3,000.00
266		Litigation Experts	20,000.00		20,000.00		20,000.00			20,000.00
267		Litigation Expenses	10,000.00		10,000.00		10,000.00			10,000.00
268		Miscellaneous Expenses	2,000.00		2,000.00		2,000.00			2,000.00
269		Add back FY12 funding	0.00		0.00		0.00			0.00
270		Additional outside counsel	0.00		0.00		0.00			0.00
271		Telephone	1,800.00		1,800.00		1,800.00			1,800.00
272		Training and Education	2,500.00		2,500.00		2,500.00			2,500.00
273		The Daily Record	150.00		150.00		150.00			150.00
274		Memberships, etc.	1,500.00		1,500.00		1,500.00			1,500.00
275		Misc. education expenses	850.00		850.00		850.00			850.00
276		Additional Funding	0.00	10,000.00	10,000.00		10,000.00		(5,000.00)	5,000.00
277		Miscellaneous Services and Charges	27,500.00		27,500.00		27,500.00			27,500.00
278		Campaign Auditor	2,500.00		2,500.00		2,500.00			2,500.00
279		Westlaw / West Publications	15,000.00		15,000.00		15,000.00			15,000.00
280		Lexis Nexis Publications	3,000.00		3,000.00		3,000.00			3,000.00
281		Capital Ads (CC Mtg)	7,000.00		7,000.00		7,000.00			7,000.00

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
2										
3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
282		City Code	0.00		0.00		0.00			0.00
283		Operating Total	166,430.00	10,000.00	176,430.00	0.00	176,430.00	0.00	(5,000.00)	171,430.00
284		<b>Total; City Attorney</b>	<b>990,948.78</b>	<b>142,000.00</b>	<b>1,132,948.78</b>	<b>0.00</b>	<b>1,132,948.78</b>	<b>0.00</b>	<b>(5,000.00)</b>	<b>1,127,948.78</b>
285					-		-			-
286										
287		<b>Elections</b>								
288		<b>Salaries and Benefits</b>								
289		Salaries	23,000.00		23,000.00		23,000.00			23,000.00
291		Benefits	1,759.50		1,759.50		1,759.50			1,759.50
292		Overtime	7,847.00		7,847.00		7,847.00			7,847.00
293		Salaries/Benefits Total	32,606.50	0.00	32,606.50	0.00	32,606.50	0.00	0.00	32,606.50
294		Operating					-			-
295		Supplies	11,600.00		11,600.00		11,600.00			11,600.00
296		Digital Ink/ Precinct Registration	500.00		500.00		500.00			500.00
297		Office Depot	2,000.00		2,000.00		2,000.00			2,000.00
298		Toucan	500.00		500.00		500.00			500.00
299		U.S. Postmaster	4,000.00		4,000.00		4,000.00			4,000.00
300		Palmer Printing	200.00		200.00		200.00			200.00
301		Legal Advertisement	1,600.00		1,600.00		1,600.00			1,600.00
302		Mealey signs	2,000.00		2,000.00		2,000.00			2,000.00
303		Chesapeake Press / Legal Binder	800.00		800.00		800.00			800.00
304		<b>Contract Services</b>	<b>51,168.00</b>		<b>51,168.00</b>		<b>51,168.00</b>			<b>51,168.00</b>
305		Programming Ballot	2,520.00		2,520.00		2,520.00			2,520.00
306		Vendor Election Services	18,000.00		18,000.00		18,000.00			18,000.00
307		Machine Unit Prep	598.00		598.00		598.00			598.00
308		VIBS Audio	1,050.00		1,050.00		1,050.00			1,050.00
309		Audit	1,500.00		1,500.00		1,500.00			1,500.00
310		Recount	5,000.00		5,000.00		5,000.00			5,000.00
311		Analysis of Campaign	12,500.00		12,500.00		12,500.00			12,500.00
312		Voter Authority Cards	2,500.00		2,500.00		2,500.00			2,500.00
313		State of MD Poll Book Prep	2,500.00		2,500.00		2,500.00			2,500.00
314		ADA Compliance	5,000.00		5,000.00		5,000.00			5,000.00
315		Telephone	1,000.00		1,000.00		1,000.00			1,000.00
316		<b>Training and Education</b>	<b>72,020.00</b>		<b>72,020.00</b>		<b>72,020.00</b>			<b>72,020.00</b>
317		Chief Judges	13,312.00		13,312.00		13,312.00			13,312.00
318		Book Judges	20,480.00		20,480.00		20,480.00			20,480.00
319		Unit / Machine Judges	10,240.00		10,240.00		10,240.00			10,240.00
320		Sub / Floating Judges	5,120.00		5,120.00		5,120.00			5,120.00
321		Provisional Judges	5,120.00		5,120.00		5,120.00			5,120.00
322		Judges Training x2	16,500.00		16,500.00		16,500.00			16,500.00

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
2										
3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
323		At-large	832.00		832.00		832.00			832.00
324		City Rep-County	416.00		416.00		416.00			416.00
325		Miscellaneous Services	23,500.00		23,500.00		23,500.00			23,500.00
326		Meals and Board	1,500.00		1,500.00		1,500.00			1,500.00
327		Stationary, fax, photo copies, etc	2,500.00		2,500.00		2,500.00			2,500.00
328		Postcards / Changes to Precincts	19,500.00		19,500.00		19,500.00			19,500.00
329		Rents and Leases	46,050.00		46,050.00		46,050.00			46,050.00
330		Machine Rental	41,250.00		41,250.00		41,250.00			41,250.00
331		16 Polling Precincts	4,800.00		4,800.00		4,800.00			4,800.00
332		Operating Total	205,338.00	0.00	205,338.00	0.00	205,338.00	0.00	0.00	205,338.00
333		<b>Total; Elections</b>	<b>237,944.50</b>	<b>0.00</b>	<b>237,944.50</b>	<b>0.00</b>	<b>237,944.50</b>		<b>0.00</b>	<b>237,944.50</b>
334										
335		<b>Total; Mayor &amp; City Council</b>	<b>3,286,293.07</b>	<b>160,256.00</b>	<b>3,446,549.07</b>	<b>15,000.00</b>	<b>3,461,549.07</b>	<b>0.00</b>	<b>(30,000.00)</b>	<b>3,431,549.07</b>
336										
337		<b>Finance</b>								
338		<b>Financial Administration</b>								
339		<b>Salaries and Benefits</b>								
340		Salaries	1,202,133.04	(61,264.15)	1,140,868.89		1,140,868.89	20,552.85		1,161,421.74
363		Benefits	393,636.50		393,636.50		393,636.50			393,636.50
364		Salaries/Benefits Total	1,595,769.54	(61,264.15)	1,534,505.39	0.00	1,534,505.39	20,552.85	0.00	1,555,058.24
365		Operating								0.00
366		Supplies	43,470.00		43,470.00		43,470.00			43,470.00
367		Prof. Services - Accounting	412,000.00		412,000.00		412,000.00			412,000.00
368		Telephone	1,000.00		1,000.00		1,000.00			1,000.00
369		Training and Education	6,000.00		6,000.00		6,000.00			6,000.00
370		R & M - Equipment	8,700.00		8,700.00		8,700.00			8,700.00
371		Operating Total	471,170.00	-	471,170.00	0.00	471,170.00	0.00	0.00	471,170.00
372		<b>Total; Finance</b>	<b>2,066,939.54</b>	<b>(61,264.15)</b>	<b>2,005,675.39</b>	<b>0.00</b>	<b>2,005,675.39</b>	<b>20,552.85</b>	<b>0.00</b>	<b>2,026,228.24</b>
373										0.00
374		MI			20,552.85					
375		<b>Salaries and Benefits</b>								
376		Salaries	673,455.42		673,455.42		673,455.42			673,455.42
386		Salary Enhancements								
387				61,264.15	61,264.15		61,264.15			61,264.15
388		Benefits	223,373.37		223,373.37		223,373.37			223,373.37
389		Salaries/Benefits Total	896,828.79	61,264.15	958,092.94	0.00	958,092.94	0.00	0.00	958,092.94
390		Operating								
391		Supplies	8,620.00		8,620.00		8,620.00			8,620.00
392		Printer toner	2,050.00		2,050.00		2,050.00			2,050.00
393		Office supplies	2,000.00		2,000.00		2,000.00			2,000.00
394		Training materials	500.00		500.00		500.00			500.00
395		Copier costs	400.00		400.00		400.00			400.00

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
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		<b>Budget Request FY 2014</b>								
3			<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
396		Reserve	3,670.00		3,670.00		3,670.00			3,670.00
397		Telephone	3,000.00		3,000.00		3,000.00			3,000.00
398		Training and Education	5,800.00		5,800.00		5,800.00			5,800.00
399		Reference materials	500.00		500.00		500.00			500.00
400		Web Masters' conference	350.00		350.00		350.00			350.00
401		Munis report training	1,500.00		1,500.00		1,500.00			1,500.00
402		Munis conference	1,700.00		1,700.00		1,700.00			1,700.00
403		Miscellaneous training	1,500.00		1,500.00		1,500.00			1,500.00
404		Local mileage	250.00		250.00		250.00			250.00
405		R & M - Equipment	81,300.00		81,300.00		81,300.00			81,300.00
406		Printer repair	1,000.00		1,000.00		1,000.00			1,000.00
407		Misc. computer repair parts	1,000.00		1,000.00		1,000.00			1,000.00
408		PC & server repair parts	1,000.00		1,000.00		1,000.00			1,000.00
409		PC parts	1,000.00		1,000.00		1,000.00			1,000.00
410		Printer parts	250.00		250.00		250.00			250.00
		Anti-virus maintenance								
411			0.00		0.00		0.00			0.00
412		Backup hard drives	1,500.00		1,500.00		1,500.00			1,500.00
413		Novell server & Groupwise support	23,540.00		23,540.00		23,540.00			23,540.00
414		Server hardware support	2,500.00		2,500.00		2,500.00			2,500.00
415		Cisco network & telephone support	4,500.00		4,500.00		4,500.00			4,500.00
416		Network cables	1,500.00		1,500.00		1,500.00			1,500.00
417		Wireless access point maintenance	1,000.00		1,000.00		1,000.00			1,000.00
418		Firewall maintenance & support	6,860.00		6,860.00		6,860.00			6,860.00
419		Website CMS support	650.00		650.00		650.00			650.00
420		GIS-ESRI license, maint. & support	35,000.00		35,000.00		35,000.00			35,000.00
421		Contract Services	324,710.00		324,710.00		324,710.00			324,710.00
422		IT services for APD	102,985.00		102,985.00		102,985.00			102,985.00
423		Network wiring	500.00		500.00		500.00			500.00
424		Fiber wiring	500.00		500.00		500.00			500.00
425		GIS support	1,505.00		1,505.00		1,505.00			1,505.00
426		ISP internet service - MegaPath	1,850.00		1,850.00		1,850.00			1,850.00
427		ISP internet service - Verizon	6,500.00		6,500.00		6,500.00			6,500.00
		City Code web services								
428			10,450.00		10,450.00		10,450.00			10,450.00
		Web application support								
429			3,000.00		3,000.00		3,000.00			3,000.00
430		Website programming & design services	2,000.00		2,000.00		2,000.00			2,000.00
431		Website email distribution services	4,000.00		4,000.00		4,000.00			4,000.00
432		Disaster recovery trailer	3,720.00		3,720.00		3,720.00			3,720.00
433		Trakit support & maintenance	18,000.00		18,000.00		18,000.00			18,000.00

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
2										
3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
434		Trakit IVR support & maintenance	7,600.00		7,600.00		7,600.00			7,600.00
435		T4 support & maintenance	4,620.00		4,620.00		4,620.00			4,620.00
436		Domain name service	725.00		725.00		725.00			725.00
437		Misc. software licenses	2,600.00		2,600.00		2,600.00			2,600.00
438		Misc software support & maintenance	0.00		0.00		0.00			0.00
439		NGIP codes	155.00		155.00		155.00			155.00
440		Backup system maint. & support	1,800.00		1,800.00		1,800.00			1,800.00
441		Munis software maintenance & support	109,284.00		109,284.00		109,284.00			109,284.00
442		Munis PR tax table support	0.00		0.00		0.00			0.00
443		Munis OSDBA support	20,108.00		20,108.00		20,108.00			20,108.00
444		Munis client license maint & support	2,700.00		2,700.00		2,700.00			2,700.00
445		Munis disaster recovery services	20,108.00		20,108.00		20,108.00			20,108.00
446		Reserve	0.00		0.00		0.00			0.00
447		Enhancements	0.00		0.00		0.00			0.00
448		Operating Total	423,430.00	-	423,430.00	0.00	423,430.00	0.00	0.00	423,430.00
449					-		-			-
450		<b>Fixed Assets and Capital Outlay</b>								
451		Capital Outlay	250,000.00		250,000.00		250,000.00			250,000.00
452		Network infrastructure	30,000.00		30,000.00		30,000.00			30,000.00
453			151,000.00		151,000.00		151,000.00			151,000.00
454		PC & Laptop replacement	59,000.00		59,000.00		59,000.00			59,000.00
455		Spam filter replacement	10,000.00		10,000.00		10,000.00			10,000.00
456		Fixed Assets and Capital Outlay Total	250,000.00	0.00	250,000.00	0.00	250,000.00	0.00	0.00	250,000.00
457					-		-			0.00
458		<b>Total; MIT</b>	<b>1,570,258.79</b>	<b>61,264.15</b>	<b>1,631,522.94</b>	<b>0.00</b>	<b>1,631,522.94</b>	<b>0.00</b>	<b>0.00</b>	<b>1,631,522.94</b>
459					-		-			-
460		<b>Central Purchasing</b>								
461		Salaries and Benefits								
462		Salaries	239,987.11		239,987.11		239,987.11			239,987.11
467		Benefits	101,449.01		101,449.01		101,449.01			101,449.01
468		Salaries/Benefits Total	341,436.12	-	341,436.12	0.00	341,436.12	0.00	0.00	341,436.12
469		Operating			-		-			0.00
470		Supplies	4,075.00		4,075.00		4,075.00			4,075.00
471		Office Supplies	775.00		775.00		775.00			775.00
472		Postage	1,300.00		1,300.00		1,300.00			1,300.00
473		Copier	2,000.00		2,000.00		2,000.00			2,000.00
474		Telephone	650.00		650.00		650.00			650.00
475		Contract Services	0.00	40,000.00	40,000.00		40,000.00			40,000.00
476		Advertising	6,125.00		6,125.00		6,125.00			6,125.00
477		Newspaper - Capital	3,125.00		3,125.00		3,125.00			3,125.00

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478		Newspaper - Baltimore Sun	2,500.00		2,500.00		2,500.00			2,500.00
479		Other	500.00		500.00		500.00			500.00
480		Training and Education	<u>3,670.00</u>		<u>3,670.00</u>		<u>3,670.00</u>			<u>3,670.00</u>
481		NIGP Agency dues	330.00		330.00		330.00			330.00
482		MPPA member dues	120.00		120.00		120.00			120.00
483		MPPA meetings	300.00		300.00		300.00			300.00
484		BRCPC meetings	420.00		420.00		420.00			420.00
485		NIGP forum	2,000.00		2,000.00		2,000.00			2,000.00
486		Staff training	500.00		500.00		500.00			500.00
487		R & M - Equipment	<u>400.00</u>		<u>400.00</u>		<u>400.00</u>			<u>400.00</u>
488		Office Equipment	400.00		400.00		400.00			400.00
489		Operating Total	14,920.00	40,000.00	54,920.00	0.00	54,920.00	0.00	0.00	54,920.00
490										
491		<b>Total; Central Purchasing</b>	356,356.12	40,000.00	396,356.12	0.00	396,356.12	0.00	0.00	396,356.12
492										0.00
493		<b>Total; Finance</b>	3,993,554.45	40,000.00	4,033,554.45	0.00	4,033,554.45	20,552.85	0.00	4,054,107.30
494										0.00
495		<b>Human Resources</b>								
496		<b>Salaries and Benefits</b>								
497		Salaries	531,395.70		531,395.70		531,395.70			531,395.70
507		Benefits	148,077.11		148,077.11		148,077.11			148,077.11
508		Salaries/Benefits Total	679,472.81	-	679,472.81	0.00	679,472.81	0.00	0.00	679,472.81
509		Operating								
510		<b>Employee Physicals</b>	<u>47,000.00</u>		<u>47,000.00</u>		<u>47,000.00</u>			<u>47,000.00</u>
511		City Doctor	10,000.00		10,000.00		10,000.00			10,000.00
512		Miscellaneous	10,000.00		10,000.00		10,000.00			10,000.00
513		Drug & alcohol testing	14,000.00		14,000.00		14,000.00			14,000.00
514		Employee assistance	13,000.00		13,000.00		13,000.00			13,000.00
515		<b>Supplies</b>	<u>29,500.00</u>		<u>29,500.00</u>		<u>29,500.00</u>			<u>29,500.00</u>
516		Office Supplies	20,600.00		20,600.00		20,600.00			20,600.00
517		Advertising / Recruitment	7,500.00		7,500.00		7,500.00			7,500.00
518		Copier & postage	1,400.00		1,400.00		1,400.00			1,400.00
519		Legal - Negotiations (Union negot'ns)	<u>30,000.00</u>		<u>30,000.00</u>		<u>30,000.00</u>			<u>30,000.00</u>
520		Prof. Services - Other	<u>47,000.00</u>		<u>47,000.00</u>		<u>47,000.00</u>			<u>47,000.00</u>
521		Investigations	5,000.00		5,000.00		5,000.00			5,000.00
522		Training	33,000.00		33,000.00		33,000.00			33,000.00
523		Management webinars	4,500.00		4,500.00		4,500.00			4,500.00
524		Memberships	3,000.00		3,000.00		3,000.00			3,000.00
525		Mediation training	1,500.00		1,500.00		1,500.00			1,500.00
526		Employee Award/Incentive	<u>0.00</u>		<u>0.00</u>		<u>0.00</u>			<u>0.00</u>
527		Telephone	<u>1,210.00</u>		<u>1,210.00</u>		<u>1,210.00</u>			<u>1,210.00</u>
528		<b>Special Projects</b>	<u>5,000.00</u>		<u>5,000.00</u>		<u>5,000.00</u>			<u>5,000.00</u>
529		Awards & incentives	5,000.00		5,000.00		5,000.00			5,000.00

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
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		<b>Budget Request FY 2014</b>								
3			<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
530		Training and Education	2,500.00		2,500.00		2,500.00			2,500.00
531		IPMA re-certification seminar	1,250.00		1,250.00		1,250.00			1,250.00
532		SHRM rec-certification seminar	1,250.00		1,250.00		1,250.00			1,250.00
533		R & M - Equipment	200.00		200.00		200.00			200.00
534		National imaging	200.00		200.00		200.00			200.00
535		Contract Services	20,000.00		20,000.00		20,000.00			20,000.00
536		Police exams	10,000.00		10,000.00		10,000.00			10,000.00
537		Fire exams	10,000.00		10,000.00		10,000.00			10,000.00
538		Operating Enhancements			0.00		0.00			0.00
		P/F Pension Plan Document								
539					0.00		0.00			0.00
		Online enrollment benefits								
540					0.00		0.00			0.00
		Wellness program								
541					0.00		0.00			0.00
		Tuition								
542					0.00		0.00			0.00
543		Operating Total	182,410.00	-	182,410.00	0.00	182,410.00	0.00	0.00	182,410.00
544					-		-			0.00
545		<b>Total; Human Resources</b>	<b>861,882.81</b>	<b>0.00</b>	<b>861,882.81</b>	<b>0.00</b>	<b>861,882.81</b>	<b>0.00</b>	<b>0.00</b>	<b>861,882.81</b>
546					-		-			-
547										
548		<b>Planning and Zoning</b>								
549		<b>Salaries and Benefits</b>								
550		Salaries	1,012,562.63		1,012,562.63		1,012,562.63			1,012,562.63
		Offset by xtr from Contact Services		25,000.00	25,000.00		25,000.00			25,000.00
568										
569		Benefits	312,646.42	-	312,646.42	0.00	312,646.42		0.00	312,646.42
570		Salaries/Benefits Total	1,325,209.05	25,000.00	1,350,209.05	0.00	1,350,209.05	0.00	0.00	1,350,209.05
571		Operating			-		-			-
572		Supplies	22,620.00		23,620.00		23,620.00			23,620.00
		Legal ads	5,800.00	1,000.00	6,800.00		6,800.00			6,800.00
573		Property posting signs	800.00		800.00		800.00			800.00
574		FedEx	200.00		200.00		200.00			200.00
575		Printing	1,800.00		1,800.00		1,800.00			1,800.00
576		Office Supplies	4,712.00		4,712.00		4,712.00			4,712.00
577		Toner	1,000.00		1,000.00		1,000.00			1,000.00
578										

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3			<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
579		Plaques	160.00		160.00		160.00			160.00
580		Zoning map update: printing / books	3,000.00		3,000.00		3,000.00			3,000.00
581		Plotter supplies	3,000.00		3,000.00		3,000.00			3,000.00
582		Postage	2,148.00		2,148.00		2,148.00			2,148.00
583		Telephone	650.00		650.00		650.00			650.00
584		Training and Education	10,110.00		10,110.00		10,110.00			10,110.00
585		Memberships (x7)	3,150.00		3,150.00		3,150.00			3,150.00
586		Travel	1,100.00		1,100.00		1,100.00			1,100.00
587		Conferences	2,975.00		2,975.00		2,975.00			2,975.00
588		Publications	825.00		825.00		825.00			825.00
589		L.A. license / certification	2,060.00		2,060.00		2,060.00			2,060.00
590		R & M - Equipment	2,190.00		2,190.00		2,190.00			2,190.00
591		Plotter/Xerox/Printers	2,190.00		2,190.00		2,190.00			2,190.00
592		Advertising	1,000.00		1,000.00		1,000.00			1,000.00
593		CDBG legal ads	1,000.00		1,000.00		1,000.00			1,000.00
594		Special Programs	45,600.00		25,000.00		25,000.00			25,000.00
595		City Dock Zoning	0.00		0.00		0.00			0.00
596		City Dock Parking	0.00		0.00		0.00			0.00
597		Traffic Study POs	0.00		0.00		0.00			0.00
598		West Annapolis	20,600.00	4,400.00	25,000.00		25,000.00			25,000.00
599		Outer West Street	25,000.00	(25,000.00)	0.00		0.00			0.00
600		Contract Services	82,500.00		77,500.00		77,500.00			77,500.00
601		HPC consultants	15,000.00		15,000.00		15,000.00			15,000.00
602		Heritage Markers	5,000.00		5,000.00		5,000.00			5,000.00
603		MainStreet Program (MAP)	37,500.00	(25,000.00)	12,500.00		12,500.00			12,500.00
604		Arts & Entertainment	25,000.00		25,000.00		25,000.00			25,000.00
605		Operating Enhancements			0.00		0.00			0.00
606		Redevelopment Assistance (retainer)		20,000.00	20,000.00		20,000.00			20,000.00
607		Mitigation Planning			0.00		0.00			0.00
608		Operating Total	164,670.00	(24,600.00)	140,070.00	0.00	140,070.00	0.00	0.00	140,070.00
609					-		-			-
610		<b>Total; Planning and Zoning</b>	1,489,879.05	400.00	1,490,279.05	0.00	1,490,279.05	0.00	0.00	1,490,279.05
611					-		-			-
612		<b>Central Services</b>								
613		Salaries and Benefits	0.00							
614		Salaries	-							

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
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3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
615		Benefits	-							
616		Salaries/Benefits Total	0.00	-	-	-	-		-	-
617		Operating			-		-			-
618		Supplies	0.00							
619		Education and Travel	-							
620		Contract Services	-							
621		Energy Efficiency	-							
622		Operating Total	0.00	-	0.00	0.00	0.00		0.00	0.00
623					-		-			0.00
624		<b>Total; Central Services</b>	<b>0.00</b>	<b>-</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>
625					-		-			-
626										
627		<b>Total; General Government</b>	<b>9,631,609.39</b>	<b>200,656.00</b>	<b>9,832,265.39</b>	<b>15,000.00</b>	<b>9,847,265.39</b>	<b>20,552.85</b>	<b>(30,000.00)</b>	<b>9,837,818.24</b>
628					-		-			(0.00)
629										
630		<b>PUBLIC SAFETY &amp; HEALTH</b>								
631		<b>Police</b>								
632		<b>Salaries and Benefits</b>								
633		<b>Salaries Total</b>	<b>11,032,145.46</b>		<b>11,032,145.46</b>		<b>11,032,145.46</b>		<b>(100,000.00)</b>	<b>10,932,145.46</b>
636		CCTV Monitor		(3,000.00)	(3,000.00)		(3,000.00)			(3,000.00)
673		Camera Monitor						40,000.00		40,000.00
674		Police Records Coordinator		(15,860.00)	(15,860.00)		(15,860.00)			(15,860.00)
809		<b>Less: Grant Allocations</b>								0.00
810		COPS Grant- Salary (\$45.3x5)	(226,500.00)		(226,500.00)		(226,500.00)			(226,500.00)
811		COPS Grant- Benefits	(72,661.20)		(72,661.20)		(72,661.20)			(72,661.20)
812		GOCCP- Salary	(100,336.00)		(100,336.00)		(100,336.00)			(100,336.00)
813		GOCCP- Benefits	(32,187.79)		(32,187.79)		(32,187.79)			(32,187.79)
814		County 911	(290,000.00)		(290,000.00)		(290,000.00)			(290,000.00)
815		Vehicle Theft	(18,000.00)		(18,000.00)		(18,000.00)			(18,000.00)
816		State Aid Police Protection- Salaries	(843,628.70)		(843,628.70)		(843,628.70)			(843,628.70)
817		State Aid Police Protection- Benefits	(270,636.09)		(270,636.09)		(270,636.09)			(270,636.09)
818		US Justice- Salaries	(120,922.00)		(120,922.00)		(120,922.00)			(120,922.00)
819		US Justice- Benefits	(38,695.04)		(38,695.04)		(38,695.04)			(38,695.04)
820		Attrition - (Contra Expenditure)	(250,000.00)		(250,000.00)		(250,000.00)			(250,000.00)
821		Total Grant-funded			0.00		0.00			0.00
822		<b>Overtime</b>	<b>940,000.00</b>		<b>940,000.00</b>		<b>940,000.00</b>			<b>940,000.00</b>
823		<b>Differential</b>			0.00		0.00			0.00
824		<b>Double-time</b>			0.00		0.00			0.00
825		<b>Benefits</b>	<b>3,539,316.84</b>		<b>3,539,316.84</b>		<b>3,539,316.84</b>			<b>3,539,316.84</b>
826		<b>Uniform Cleaning Allowance (Union)</b>			0.00		0.00			0.00
827		<b>Non-Salary Ins</b>			0.00		0.00			0.00

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828		Salary Enhancements								0.00
		Reclass: Admin. Enf. Assoc.		4,381.00	4,381.00		4,381.00			4,381.00
834		Salaries/Benefits Total	13,247,895.48	(14,479.00)	13,233,416.48	0.00	13,233,416.48	0.00	(60,000.00)	13,173,416.48
835		Operating			-		-			-
836		Supplies	136,500.00		153,000.00		153,000.00			136,500.00
837			(53,960.00)		(53,960.00)		(53,960.00)			(53,960.00)
838		General office supplies	100,455.00		100,455.00		100,455.00			100,455.00
839		K-9 supplies / equipment	29,005.00	16,500.00	45,505.00		45,505.00	(16,500.00)		29,005.00
840		Range / armory	45,000.00		45,000.00		45,000.00			45,000.00
841		ASET (SWAT)	10,000.00		10,000.00		10,000.00			10,000.00
842		Bike Unit	6,000.00		6,000.00		6,000.00			6,000.00
843		Police Veh. Emergency Equipment	0.00		0.00		0.00			0.00
		Civil disturbance equipment	0.00		0.00		0.00			0.00
844			0.00		0.00		0.00			0.00
845		Clothing	190,000.00		190,000.00		190,000.00			190,000.00
846		Uniforms & equipment	70,700.00		70,700.00		70,700.00			70,700.00
		Officer clothing allowance								
847			100,300.00		100,300.00		100,300.00			100,300.00
848		Ballistic vests	19,000.00		19,000.00		19,000.00			19,000.00
849		Fuel and Oil	222,710.00		222,710.00		222,710.00	(10,928.42)		211,781.58
850			168,750.00		168,750.00		168,750.00			168,750.00
851			53,960.00		53,960.00		53,960.00			53,960.00
852		Prof. Srvc - Other	18,550.00		18,550.00		18,550.00			18,550.00
853		Outside agencies overtime	18,550.00		18,550.00		18,550.00			18,550.00
854		Telephone	110,000.00		110,000.00		110,000.00			110,000.00
855			95,000.00		95,000.00		95,000.00			95,000.00
856			15,000.00		15,000.00		15,000.00			15,000.00
857		Electricity	107,000.00		107,000.00		107,000.00			107,000.00
858		Training and Education	42,100.00		42,100.00		42,100.00			42,100.00
859		Training / Travel costs	42,100.00		42,100.00		42,100.00			42,100.00
860		R & M - Bldgs and Structures	8,000.00		8,000.00		8,000.00			8,000.00
861		Maintenance & Supplies	3,000.00		3,000.00		3,000.00			3,000.00
862		Hazmat cell block cleaning	5,000.00		5,000.00		5,000.00			5,000.00
		Replace / repair carpet								
863			0.00		0.00		0.00			0.00
864		R & M - Equipment	168,720.00		168,720.00		168,720.00	(8,279.12)		160,440.88
865			(15,000.00)		(15,000.00)		(15,000.00)			(15,000.00)
866		Vehicle Parts	25,000.00		25,000.00		25,000.00			25,000.00
867		Tires	30,000.00		30,000.00		30,000.00			30,000.00
868		Repairs	128,720.00		128,720.00		128,720.00			128,720.00
869		Special Programs	0.00		0.00		0.00			0.00

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2										
3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
870		Rents and Leases	39,600.00		39,600.00		39,600.00			39,600.00
871		Undercover vehicles	29,100.00		29,100.00		29,100.00			29,100.00
872		Pitney Bowes	3,000.00		3,000.00		3,000.00			3,000.00
873		Dept. Public Safety	7,500.00		7,500.00		7,500.00			7,500.00
874		Contract Services	250,550.00		272,600.00		272,600.00			272,600.00
875		Existing contracts	250,550.00	22,050.00	272,600.00		272,600.00			272,600.00
879		Fleet Replacement	152,000.00		152,000.00		152,000.00			152,000.00
880		Operating Total	1,445,730.00	38,550.00	1,484,280.00	0.00	1,484,280.00	(16,500.00)	(19,207.54)	1,448,572.46
881					-		-			-
882		<b>Total; Police</b>	14,693,625.48	24,071.00	14,717,696.48	0.00	14,717,696.48	(16,500.00)	(79,207.54)	14,621,988.94
883					-		-			-
884		<b>Fire</b>			(16,500.00)					
885		<b>Salaries and Benefits</b>								
886		Salaries Total	9,423,758.95		9,423,758.95		9,423,758.95		(100,000.00)	9,323,758.95
1037		NEW: Office Associate III		30,822.93	30,822.93		30,822.93			30,822.93
1039		Reclass. Admin. Office Associate		3,613.45	3,613.45		3,613.45			3,613.45
1042		Attrition - (Contra Expenditure)	(397,225.38)		(397,225.38)		(397,225.38)			(397,225.38)
1043		Overtime	450,000.00		450,000.00		450,000.00			450,000.00
1044		Benefits	3,178,364.22	13,774.55	3,192,138.77		3,192,138.77			3,192,138.77
1056		Grant Salary Allocations	(113,762.00)		(113,762.00)		(113,762.00)			(113,762.00)
1057		Disability Insurance	65,000.00		65,000.00		65,000.00			65,000.00
1058		Salaries/Benefits Total	12,606,135.79	48,210.93	12,654,346.72	0.00	12,654,346.72	0.00	(100,000.00)	12,554,346.72
1059					-		-			-
1060		Operating Supplies								
1061		Employee Physicals	268,602.44		268,602.44		268,602.44			268,602.44
1068		Fire Protection Grant	0.00	19,350.00	19,350.00		19,350.00			19,350.00
1069		Telephone	0.00		0.00		0.00			0.00
1070		Fuel and Oil	104,730.00		104,730.00		104,730.00			104,730.00
1071		Telephone	150,000.00		150,000.00		150,000.00		(7,360.53)	142,639.47
1072		Telephone	38,200.00		38,200.00		38,200.00			38,200.00

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2										
		<b>Budget Request FY 2014</b>								
3			<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
1073		Electricity	124,000.00		124,000.00		124,000.00			124,000.00
1074		Training and Education	31,370.00		31,370.00		31,370.00			31,370.00
1075		R & M - Bldgs and Structures	15,400.00		15,400.00		15,400.00			15,400.00
1076		R & M - Equipment	208,568.31		208,568.31		208,568.31		(10,234.49)	198,333.82
1077		Rents and Leases	13,000.00		13,000.00		13,000.00			13,000.00
1078		Appropriation to Volunteer Fire	0.00		0.00		0.00			0.00
1079		Capital Outlay	53,000.00	3,000.00	56,000.00		56,000.00			56,000.00
1080		Contract Services	114,100.00		114,100.00		114,100.00			114,100.00
1081		Contract service level service			0.00					
1082		Fire Marshal tablets	0.00		0.00		0.00			0.00
1083		Digital Fire Storage	0.00		0.00		0.00			0.00
1084		Motion sensor lights, sinks, & toilets	0.00		0.00		0.00			0.00
1085		New Vehicles (Veh. Master Lease)	0.00		0.00		0.00			0.00
1086		Fleet Replacement	160,000.00		160,000.00		160,000.00			160,000.00
1087		Operating Total	1,280,970.75	22,350.00	1,303,320.75	0.00	1,303,320.75	0.00	(17,595.02)	1,285,725.73
1088					-		-			-
1089		<b>Total; Fire</b>	<b>13,887,106.54</b>	<b>70,560.93</b>	<b>13,957,667.47</b>	<b>0.00</b>	<b>13,957,667.47</b>	<b>0.00</b>	<b>(117,595.02)</b>	<b>13,840,072.45</b>
1090					-		-			-
1091		<b>Emergency Preparedness and Risk Management</b>								
1092		<b>Salaries and Benefits</b>								
1093		Salaries	260,118.10		260,118.10		260,118.10			260,118.10
1098		Less; Grant Funded	(134,231.00)		(134,231.00)		(134,231.00)			(134,231.00)
1099		Benefits	40,991.61		40,991.61		40,991.61			40,991.61
1100		Salaries/Benefits Total	166,878.71	-	166,878.71	0.00	166,878.71	0.00	0.00	166,878.71
1101		Operating			-		-			-
1102		Supplies	0.00	1,200.00	1,200.00		1,200.00			1,200.00
1103		Training and Education	0.00		0.00		0.00			0.00
1104		R & M - Equipment	0.00		0.00		0.00			0.00
1105		Contract Services	0.00		0.00		0.00			0.00
1106		Contract service level service	0.00		0.00		0.00			0.00

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
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3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
1107		Portable radios maint. agreement	0.00	12,000.00	12,000.00		12,000.00			12,000.00
1108		Copier service & maint. agreement	0.00	3,000.00	3,000.00		3,000.00			3,000.00
1109		Cell phones & internet service	0.00	3,800.00	3,800.00		3,800.00			3,800.00
1110		Capital Outlay	0.00		0.00		0.00			0.00
1121		Operating Total	0.00	20,000.00	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
1122					-		-			-
1123		<b>Total; EPARM</b>	<b>166,878.71</b>	<b>20,000.00</b>	<b>186,878.71</b>	<b>0.00</b>	<b>186,878.71</b>	<b>0.00</b>	<b>0.00</b>	<b>186,878.71</b>
1124					-		-			-
1125		<b>DNEP - (Department of Neighborhood and</b>								
1126		<b>Salaries and Benefits</b>								
1127		Salaries	1,691,747.75		1,691,747.75		1,691,747.75		14,060.00	1,705,807.75
1158		Additional funds for Temp. Insp.		5,000.00	5,000.00		5,000.00			5,000.00
1159		Overtime	5,000.00		5,000.00		5,000.00			5,000.00
1160		Benefits	552,524.52	1,600.00	554,124.52		554,124.52	(1,200.00)		552,924.52
1161		Non-Salary Ins	0.00		0.00		0.00			0.00
1162		Salaries/Benefits Total	2,249,272.27	6,600.00	2,255,872.27	0.00	2,255,872.27	(1,200.00)	14,060.00	2,268,732.27
1163					-		-			-
1164		Operating								
1165		Supplies	35,576.12		35,576.12		35,576.12			35,576.12
1166		Office supplies	10,376.12		10,376.12		10,376.12			10,376.12
1167		Professional printing	6,000.00		6,000.00		6,000.00			6,000.00
1168		Professional copying	700.00		700.00		700.00			700.00
1169		Postage	8,000.00		8,000.00		8,000.00			8,000.00
1170		Clothing / uniforms	5,000.00		5,000.00		5,000.00			5,000.00
		Storage facility								
1171			3,000.00		3,000.00		3,000.00			3,000.00
1172		Field supplies	2,500.00		2,500.00		2,500.00			2,500.00
1173		Fuel and Oil	13,000.00		13,000.00		13,000.00		(637.91)	12,362.09
1174		Telephone	18,000.00		18,000.00		18,000.00			18,000.00
1175		Training and Education	7,500.00		7,500.00		7,500.00			7,500.00
1176		Certifications	2,500.00		2,500.00		2,500.00			2,500.00
1177		Training	5,000.00		5,000.00		5,000.00			5,000.00
1178		R & M - Equipment	3,600.00		3,600.00		3,600.00			3,423.35
1179		Garage inventory	3,600.00		3,600.00		3,600.00		(176.65)	3,423.35
1180		Rents and Leases	5,450.00		5,450.00		5,450.00			5,450.00
1181		Copier Costs	5,450.00		5,450.00		5,450.00			5,450.00
1182		Contract Services	83,050.00		113,050.00		113,050.00			98,050.00
1183		Pre-treatment lab testing	23,000.00		23,000.00		23,000.00			23,000.00

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3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
1184		Tree removal / planting (urban forestry)	38,000.00	10,000.00	48,000.00		48,000.00			48,000.00
1185		Brding and/or demolition of houses	22,050.00	20,000.00	42,050.00		42,050.00		(15,000.00)	27,050.00
1186		Urban Forestry	0.00		0.00		0.00			0.00
1187		Unsafe Structure Dem	0.00		0.00		0.00			0.00
1188		Fleet Replacement	20,000.00		20,000.00		20,000.00			20,000.00
1189		Operating Total	186,176.12	30,000.00	216,176.12	0.00	216,176.12	0.00	(15,814.56)	200,361.56
1190					-		-			-
1191		<b>Total; DNEP</b>	<b>2,435,448.39</b>	<b>36,600.00</b>	<b>2,472,048.39</b>	<b>0.00</b>	<b>2,472,048.39</b>	<b>(1,200.00)</b>	<b>(1,754.56)</b>	<b>2,469,093.83</b>
1192					-		-			-
1193										
1194		<b>Total; Public Safety &amp; Health</b>	<b>31,183,059.12</b>	<b>151,231.93</b>	<b>31,334,291.05</b>	<b>0.00</b>	<b>31,334,291.05</b>	<b>(17,700.00)</b>	<b>(198,557.12)</b>	<b>31,118,033.93</b>
1195					-		-			-
1196		<b>Public Works</b>								
1197		<b>Administration</b>								
1198		<b>Salaries and Benefits</b>								
1199		Salaries	513,323.73		513,323.73		513,323.73			513,323.73
1206		Benefits	148,591.61		148,591.61		148,591.61			148,591.61
1207		Salaries/Benefits Total	661,915.34	-	661,915.34	0.00	661,915.34	0.00	0.00	661,915.34
1208		Operating			-		-			-
1209		Supplies	8,280.00		8,280.00		8,280.00			8,280.00
1210		Office Supplies	2,280.00		2,280.00		2,280.00			2,280.00
1211		Copier (Paper, etc.)	6,000.00		6,000.00		6,000.00			6,000.00
1212		Fuel and Oil	1,000.00		1,000.00		1,000.00		(49.07)	950.93
1213		Telephone	3,600.00		3,600.00		3,600.00			3,600.00
1214		Training and Education	2,500.00		2,500.00		2,500.00			2,500.00
1215		Prof. organization membership(s)	800.00		800.00		800.00			800.00
1216		Prof. engineering requirements	1,200.00		1,200.00		1,200.00			1,200.00
1217		Other staff training	500.00		500.00		500.00			500.00
1218		R & M - Equipment	800.00		800.00		800.00			775.46
1219		Vehicle Maintenance	500.00		500.00		500.00		(24.54)	475.46
1220		Office Equipment Maintenance	300.00		300.00		300.00			300.00
1221		Contract Services	9,210.00		109,210.00		109,210.00			59,210.00
1222		iWorqs Program	8,410.00		8,410.00		8,410.00			8,410.00
1223		Radio Airtime & Maintenance	800.00		800.00		800.00			800.00
1224		Fleet Maintainace Review		100,000.00	100,000.00		100,000.00		(50,000.00)	50,000.00
1225		Fleet Replacement	123,000.00		123,000.00		123,000.00			123,000.00
1226		Operating Total	148,390.00	100,000.00	248,390.00	0.00	248,390.00	0.00	(50,073.61)	198,316.39
1227					-		-			-
1228		<b>Total; Administration</b>	<b>810,305.34</b>	<b>100,000.00</b>	<b>910,305.34</b>	<b>0.00</b>	<b>910,305.34</b>	<b>0.00</b>	<b>(50,073.61)</b>	<b>860,231.73</b>
1229					-		-			-

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		<b>Budget Request FY 2014</b>								
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1230		<b>Engineering &amp; Construction</b>								
1231		<b>Salaries and Benefits</b>								
1232		Salaries	548,846.74		548,846.74		548,846.74			548,846.74
1240		Benefits	176,413.76		176,413.76		176,413.76			176,413.76
1241		Non-Salary Insurance			0.00		0.00			0.00
1242		Salaries/Benefits Total	725,260.50	-	725,260.50	0.00	725,260.50	0.00	0.00	725,260.50
1243		Operating			-		-			-
1244		Supplies	19,170.00		19,170.00		19,170.00			19,170.00
1245		Office Supplies	7,170.00		7,170.00		7,170.00			7,170.00
1246		Safety Equipment	1,000.00		1,000.00		1,000.00			1,000.00
1247		Postage	1,000.00		1,000.00		1,000.00			1,000.00
1248		Copier	6,000.00		6,000.00		6,000.00			6,000.00
1249		Drafting Supplies	4,000.00		4,000.00		4,000.00			4,000.00
1250		Fuel and Oil	2,800.00		2,800.00		2,800.00		(137.40)	2,662.60
1251		Telephone	4,000.00		4,000.00		4,000.00			4,000.00
1252		Training and Education	2,500.00		3,300.00		3,300.00			3,300.00
1253		Prof. organization membership(s)	800.00		800.00		800.00			800.00
		Training								
1254			1,700.00	800.00	2,500.00		2,500.00			2,500.00
1255		R & M - Equipment	4,500.00		4,500.00		4,500.00			4,352.79
1256		Vehicle Maintenance	3,000.00		3,000.00		3,000.00		(147.21)	2,852.79
1257		Printer Maintenance	1,500.00		1,500.00		1,500.00			1,500.00
1258		Contract Services	52,660.00		52,660.00		52,660.00			52,660.00
1259		WaterGem Fee	9,000.00		9,000.00		9,000.00			9,000.00
1260		Engineering Studies	38,660.00		38,660.00		38,660.00			38,660.00
1261		Surveying	5,000.00		5,000.00		5,000.00			5,000.00
1262		Operating Total	85,630.00	800.00	86,430.00	0.00	86,430.00	0.00	(284.61)	86,145.39
1263					-		-			-
1264		<b>Total; Engineering &amp; Construction</b>	810,890.50	800.00	811,690.50	0.00	811,690.50	0.00	(284.61)	811,405.89
1265					-		-			-
1266										
1267		<b>Roadways</b>								
1268		<b>Salaries and Benefits</b>								
1269		Salaries	1,660,843.73		1,660,843.73		1,660,843.73			1,660,843.73
		Acting Supervisor's Pay								
1270				10,193.00	10,193.00		10,193.00			10,193.00
1310		Overtime	25,920.00		25,920.00		25,920.00			25,920.00
1311		Attrition (Contra Expenditure)	0.00		0.00		0.00			0.00
1312		Benefits	697,332.37		697,332.37		697,332.37			697,332.37
1313		Non-Salary Insurance	0.00		0.00		0.00			0.00
1314		Salaries/Benefits Total	2,384,096.10	10,193.00	2,394,289.10	0.00	2,394,289.10	0.00	0.00	2,394,289.10
1315		Operating			-		-			-
1316		Supplies	99,730.00		99,730.00		99,730.00			99,730.00

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		<b>Budget Request FY 2014</b>								
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1317		Fuel and Oil	60,000.00		60,000.00		60,000.00		(2,944.21)	57,055.79
1318		Telephone	2,280.00		2,280.00		2,280.00			2,280.00
1319		Electricity - Street Light	582,500.00		582,500.00		582,500.00			582,500.00
1320		<u>Training and Education</u>	<u>2,500.00</u>		<u>2,500.00</u>		<u>2,500.00</u>			<u>2,500.00</u>
1321		CDL Reimbursements	1,000.00		1,000.00		1,000.00			1,000.00
1322		Flagger/Forklift Certifications	1,500.00		1,500.00		1,500.00			1,500.00
1323		<u>R &amp; M - Street</u>	<u>110,010.00</u>		<u>110,010.00</u>		<u>110,010.00</u>			<u>110,010.00</u>
1324		General Supplies	40,010.00		40,010.00		40,010.00			40,010.00
1325		Concrete	20,000.00		20,000.00		20,000.00			20,000.00
1326		Asphalt/Sidewalk Contractors	50,000.00		50,000.00		50,000.00			50,000.00
		Paint and Cleaning Supplies								
1327			0.00		0.00		0.00			0.00
1328		<u>R &amp; M - Equipment</u>	<u>97,560.00</u>		<u>97,560.00</u>		<u>97,560.00</u>			<u>95,569.71</u>
1329		Equipment Parts	40,560.00		40,560.00		40,560.00		(1,990.29)	38,569.71
1330		Tenant Brooms	37,000.00		37,000.00		37,000.00			37,000.00
1331		Cleaning Supplies	20,000.00		20,000.00		20,000.00			20,000.00
1332		<u>Contract Services</u>	<u>30,600.00</u>		<u>30,600.00</u>		<u>30,600.00</u>			<u>30,600.00</u>
1333		Vehicles	30,600.00		30,600.00		30,600.00			30,600.00
		Fixed emer. back-up generator								
1334			0.00		0.00		0.00			0.00
1335		New Vehicles (part of FY13 Master Lease)	0.00		0.00		0.00			0.00
1336		Operating Total	985,180.00	-	985,180.00	0.00	985,180.00	0.00	(4,934.50)	980,245.50
1337										
1338										
1339		<b>Total; Roadways</b>	<b>3,369,276.10</b>	<b>10,193.00</b>	<b>3,379,469.10</b>	<b>0.00</b>	<b>3,379,469.10</b>	<b>0.00</b>	<b>(4,934.50)</b>	<b>3,374,534.60</b>
1340										0.00
1341		<b>Traffic Control and Maintenance</b>								
1342		<b>Salaries and Benefits</b>								
1343		Salaries	149,790.97		149,790.97		149,790.97			149,790.97
1347		Overtime	0.00		0.00		0.00			0.00
1348		Benefits	71,765.34		71,765.34		71,765.34			71,765.34
1349		Salaries/Benefits Total	221,556.31	-	221,556.31	0.00	221,556.31	0.00	0.00	221,556.31
1350		Operating								
1351		<u>Supplies</u>	<u>21,980.00</u>		<u>21,980.00</u>		<u>21,980.00</u>			<u>21,980.00</u>
1352		Sign blanks & hardware	21,980.00		21,980.00		21,980.00			21,980.00
1353		<u>Fuel and Oil</u>	<u>6,500.00</u>		<u>6,500.00</u>		<u>6,500.00</u>		(318.96)	<u>6,181.04</u>
1354		Telephone	360.00		360.00		360.00			360.00
1355		Training and Education	5,800.00		5,800.00		5,800.00			5,800.00
1356		ISMA certifications & travel	5,800.00		5,800.00		5,800.00			5,800.00
1357		<u>R &amp; M - Equipment</u>	<u>18,890.00</u>		<u>18,890.00</u>		<u>18,890.00</u>			<u>17,963.06</u>
		Vehicle Maintenance								
1358			18,890.00		18,890.00		18,890.00		(926.94)	17,963.06
1359		Contract Services	12,300.00		12,300.00		12,300.00			12,300.00

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2										
3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
1360		Line striping & thermal plastic	10,800.00		10,800.00		10,800.00			10,800.00
1361		Traffic control devices	1,000.00		1,000.00		1,000.00			1,000.00
1362		Electrical services	500.00		500.00		500.00			500.00
1363		Traffic signal battery backups	0.00		0.00		0.00			0.00
1364		Capital Outlay	0.00		0.00		0.00			0.00
1365		Operating Total	65,830.00	-	65,830.00	0.00	65,830.00	0.00	(1,245.90)	64,584.10
1366										
1367		<b>Total; Traffic Control</b>	<b>287,386.31</b>	<b>0.00</b>	<b>287,386.31</b>	<b>0.00</b>	<b>287,386.31</b>	<b>0.00</b>	<b>(1,245.90)</b>	<b>286,140.41</b>
1368										
1369		<b>Snow &amp; Ice Removal</b>								
1370		<b>Salaries and Benefits</b>								
1371		Salaries	0.00		0.00		0.00			0.00
1372		Overtime	38,350.00		38,350.00		38,350.00			38,350.00
1373		Benefits	0.00		0.00		0.00			0.00
1374		Salaries/Benefits Total	38,350.00	0.00	38,350.00	0.00	38,350.00	0.00	0.00	38,350.00
1375		Operating								
1376		Supplies/salt	15,880.00		15,880.00		15,880.00			15,880.00
1377		Fuel and Oil	5,000.00		5,000.00		5,000.00		(245.35)	4,754.65
1378		R & M - Equipment	5,950.00		5,950.00		5,950.00		(291.97)	5,658.03
1379		Contract Services	22,970.00		22,970.00		22,970.00			22,970.00
1380		Operating Total	49,800.00	0.00	49,800.00	0.00	49,800.00	0.00	(537.32)	49,262.68
1381										
1382		<b>Total; Snow and Ice</b>	<b>88,150.00</b>	<b>0.00</b>	<b>88,150.00</b>	<b>0.00</b>	<b>88,150.00</b>	<b>0.00</b>	<b>(537.32)</b>	<b>87,612.68</b>
1383										
1384		<b>Fleet Maintenance Center</b>								
1385		<b>Salaries and Benefits</b>								
1386		Salaries	285,279.65		285,279.65		285,279.65			285,279.65
1392		Overtime	15,360.00		15,360.00		15,360.00			15,360.00
1393		Benefits	104,837.68		104,837.68		104,837.68			104,837.68
1394		Non-Salary Insurance	0.00		0.00		0.00			0.00
1395		Salaries/Benefits Total	405,477.33	-	405,477.33	0.00	405,477.33	0.00	0.00	405,477.33
1396		Operating								
1397		Supplies	11,710.00		11,710.00		11,710.00			11,710.00
1398		Fuel and Oil	9,500.00		9,500.00		9,500.00		(466.17)	9,033.83
1399		Telephone	6,820.00		6,820.00		6,820.00			6,820.00
1400		Electricity	55,000.00		55,000.00		55,000.00			55,000.00
1401		Training and Education	500.00		500.00		500.00			500.00
1402		R & M - Bldgs and Structures	10,780.00		10,780.00		10,780.00			10,780.00
1403		R & M Supplies	5,780.00		5,780.00		5,780.00			5,780.00
1404		Lift inspections & repairs	5,000.00		5,000.00		5,000.00			5,000.00
1405		R & M Equip. (Vehicle Maintenance)	4,150.00		4,150.00		4,150.00		(203.64)	3,946.36
1406		Contract Services	8,170.00		8,170.00		8,170.00			8,170.00

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		<b>Budget Request FY 2014</b>								
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1407		Contractors	8,170.00		8,170.00		8,170.00			8,170.00
		Purchase emergency generator			0.00		0.00			0.00
1409		Fixed Asset Purchases (Cap. Outlay)			0.00		0.00			0.00
1410		Operating Total	106,630.00	-	106,630.00	0.00	106,630.00	0.00	(669.81)	105,960.19
1411					-		-			-
1412		<b>Total; Fleet Maintenance</b>	<b>512,107.33</b>	<b>0.00</b>	<b>512,107.33</b>	<b>0.00</b>	<b>512,107.33</b>	<b>0.00</b>	<b>(669.81)</b>	<b>511,437.52</b>
1413					-		-			-
1414										
1415		<b>General Govt Buildings (Bldgs &amp; Maint.)</b>								
1416		<b>Salaries and Benefits</b>								
1417		Salaries	251,052.36	4,941.00	255,993.36		255,993.36			255,993.36
1422		Overtime	0.00		0.00		0.00			0.00
1423		Benefits	93,198.36		93,198.36		93,198.36			93,198.36
1424		Non-Salary Insurance	0.00		0.00		0.00			0.00
1425		Salaries/Benefits Total	344,250.72	4,941.00	349,191.72	0.00	349,191.72	0.00	0.00	349,191.72
1426		Operating			-		-			-
1427		Supplies	10,180.00		10,180.00		10,180.00			10,180.00
1428		Fuel and Oil	2,000.00		2,000.00		2,000.00		(98.14)	1,901.86
1429		Telephone	66,000.00		66,000.00		66,000.00			66,000.00
1430		Electricity	78,000.00		78,000.00		78,000.00			78,000.00
1431		R & M - Bldgs and Structures	229,060.00		293,060.00		293,060.00			243,060.00
1432		Electrical	13,000.00		13,000.00		13,000.00			13,000.00
1433		HVAC	75,000.00		75,000.00		75,000.00			75,000.00
1434		Pest control	25,000.00		25,000.00		25,000.00			25,000.00
1435		General repairs	116,060.00		116,060.00		116,060.00			116,060.00
1436		Battery backups	0.00		0.00		0.00			0.00
1437		Major building repairs	0.00	64,000.00	64,000.00		64,000.00		(50,000.00)	14,000.00
1438		R & M - Vehicle maintenance	3,000.00		3,000.00		3,000.00		(147.21)	2,852.79
1439		Rents and Leases	461,414.00		461,414.00		461,414.00			461,414.00
1440		Contract Services	344,646.85		369,646.85		369,646.85			369,646.85
1441		FireProtections inspect/repairs on system	8,000.00		8,000.00		8,000.00			8,000.00
1442		Air filter maintenance	7,000.00		7,000.00		7,000.00			7,000.00
1443		Fire extinguishers	3,000.00		3,000.00		3,000.00			3,000.00
1444		Elevators	40,000.00		40,000.00		40,000.00			40,000.00
1445		General repairs	271,000.00		271,000.00		271,000.00			271,000.00
1446		Mold inspections/remediation	15,646.85		15,646.85		15,646.85			15,646.85
1447		Public restroom srvc: Market House	0.00	25,000.00	25,000.00		25,000.00			25,000.00
1448		Operating Total	1,194,300.85	89,000.00	1,283,300.85	0.00	1,283,300.85	0.00	(50,245.35)	1,233,055.50
1449			0.00		-		-			-

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1450		<b>Total; Government Buildings</b>	1,538,551.57	93,941.00	1,632,492.57	0.00	1,632,492.57	0.00	(50,245.35)	1,582,247.22
1451					-		-			-
1452		<b>Total; Public Works</b>	7,416,667.16	204,934.00	7,621,601.16	0.00	7,621,601.16	0.00	(107,991.10)	7,513,610.06
1453					-		-			-
1454		<b>Recreation and Parks</b>								
1455		RECREATION Division								
1456		Salaries and Benefits								
1457		Salaries Division Total	1,198,044.60	-	1,198,044.60		1,198,044.60		0.00	1,198,044.60
1485		Benefits Division Total	231,362.69		231,362.69		231,362.69		0.00	231,362.69
1490		Attrition (Contra Expenditure)	0.00		0.00		0.00			0.00
1491		Overtime	0.00		0.00		0.00			0.00
1492		Non-Salary Insurance	0.00		0.00		0.00			0.00
1493		Salaries/Benefits Total	1,429,407.29	0.00	1,429,407.29	0.00	1,429,407.29	0.00	0.00	1,429,407.29
1494					-		-			-
1495		Operating								
1496		Supplies Total Division Total	155,100.00		161,100.00		161,100.00		0.00	161,100.00
1512		Tools/Equipment	5,000.00	6,000.00	11,000.00		11,000.00			11,000.00
1544		Contract Services Division Total	288,415.00	-	288,415.00		288,415.00		0.00	288,415.00
1582		Fleet Replacement	0.00		0.00		0.00			0.00
1583		<b>Operating Total</b>	443,515.00	6,000.00	449,515.00	0.00	449,515.00	0.00	0.00	449,515.00
1584					-		-			-
1585		<b>Total; Recreation Division</b>	1,872,922.29	6,000.00	1,878,922.29	0.00	1,878,922.29	0.00	0.00	1,878,922.29
1586					-		-			-
1587		<b>Parks Division</b>								
1588		Salaries and Benefits								
1589		Salaries Division Total	1,202,041.28		1,221,968.28		1,221,968.28		0.00	1,221,968.28
1593		Park Maint. Worker II (career)	49,316.68	4,927.00	54,243.68		54,243.68			54,243.68
1604		Maintenance Workers (seasonal)	62,000.00	15,000.00	77,000.00		77,000.00			77,000.00
1624		Benefits Division Total	289,319.21	-	289,319.21		289,319.21		0.00	289,319.21
1637		Overtime	20,000.00		20,000.00		20,000.00			20,000.00
1638		Non-Salary Insurance	0.00		0.00		0.00			0.00
1639		Salaries/Benefits Total	1,511,360.49	19,927.00	1,531,287.49	0.00	1,531,287.49	0.00	0.00	1,531,287.49
1640		Operating								
1641		Supplies Division Total	151,750.00	-	151,750.00		151,750.00		0.00	151,750.00
1675		Contract Services Division Total	455,485.00		480,485.00		480,485.00		0.00	480,485.00
1681		Landscape Contract	27,150.00	25,000.00	52,150.00		52,150.00			52,150.00
1705		<b>Operating Total</b>	607,235.00	25,000.00	632,235.00	0.00	632,235.00	0.00	0.00	632,235.00
1706			0.00		-		-			0.00
1707		<b>Total; Parks Division</b>	2,118,595.49	44,927.00	2,163,522.49	0.00	2,163,522.49	0.00	0.00	2,163,522.49
1709			-		-		-			-

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1710		<b>Total; Recreation and Parks</b>	3,991,517.78	50,927.00	4,042,444.78	0.00	4,042,444.78	0.00	0.00	4,042,444.78
1711							-			-
1712										
1713		<b>RECREATION Current v. Proposed</b>								
1714		Salaries/Benefits Total	2,940,767.78	19,927.00	2,960,694.78		2,960,695		0	2,960,695
1715		Operating Total	1,050,750.00	31,000.00	1,081,750.00		1,081,750		0	1,081,750
1716		<b>TOTAL RECREATION</b>	3,991,517.78	50,927.00	4,042,444.78	0.00	4,042,444.78	0.00	0.00	4,042,444.78
1717					-					
1774										
1775		<b>Total; General Fund before Non-Allo.</b>	52,222,853.45	607,748.93	52,830,602.38	15,000.00	52,845,602.38	2,852.85	(336,548.22)	52,511,907.01
1776					-		-			0.00
1777		<b>Non-Allocated Expenditures</b>								
1778		Contributions								
1779		Community Grants	250,000.00		250,000.00		300,000.00			300,000.00
1780		Annap. Youth Svcs Bureau	50,000.00		50,000.00		50,000.00			50,000.00
1781		Four Rivers Heritage Area	25,000.00		25,000.00		25,000.00			25,000.00
1782		Arts Council	15,000.00		15,000.00		15,000.00			15,000.00
1783		All other	160,000.00		160,000.00	50,000.00	210,000.00			210,000.00
1784		Art in Public Places	20,000.00		20,000.00		20,000.00			20,000.00
1785		Private Capital Projects (Md Hall & Sail)	50,000.00		50,000.00	50,000.00	100,000.00			100,000.00
1786		Depreciation	0.00		0.00		0.00			0.00
1787		Debt Service	0.00		0.00		0.00			0.00
1788		Long-Term Debt	963,076.00		963,076.00		963,076.00			963,076.00
1789		Interest Expense	2,248,102.00		2,248,102.00		2,248,102.00			2,248,102.00
1790		Principle Paydown	0.00		0.00		0.00			0.00
1791		Short-Term Debt	0.00		0.00		0.00			0.00
1792		Interest Expense	345,274.00		345,274.00		345,274.00			345,274.00
1793		Principle Paydown	0.00		0.00		0.00			0.00
1794		Other Financing Uses: subsidies and transfers	0.00		0.00		0.00			0.00
1795		To Water Enterprise Fund	0.00		0.00		0.00			0.00
1796		To Wastewater Enterprise Fund	0.00		0.00		0.00			0.00
1797		To Dock Fund	20,331.22		20,331.22		20,331.22	(20,331.22)		0.00
1798		To Stormwater Fund	0.00		0.00		0.00			0.00
1799		To Refuse Fund	0.00		0.00		0.00			0.00
1800		To Off-Street Parking Fund	0.00		0.00		0.00			0.00
1801		To Transportation Fund	2,840,000.00		2,840,000.00		2,840,000.00	60,000.00		2,900,000.00
1802		To Market House Fund	0.00		0.00		0.00			0.00
1803		To Capital Projects Fund	0.00		0.00		0.00			0.00
1804		To Sidewalk Fund	302,413.87		302,413.87		302,413.87			302,413.87
1805		Contingency Reserve	400,000.00		400,000.00		400,000.00			400,000.00
1806		Fuel Contingency	0.00		0.00		0.00			0.00
1807		Fleet Replacement Program	0.00		0.00		0.00			0.00
1808		Transportation Service Costs	0.00		0.00		0.00		836,730.56	836,730.56
1809		General Liability Insurance	800,000.00		800,000.00		800,000.00			800,000.00

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1810		Workers' Compensation Insurance	729,500.00		729,500.00		729,500.00			729,500.00
1811		Unemployment Insurance	162,000.00		162,000.00		162,000.00			162,000.00
1812		Police and Fire Pension Contribution	1,575,000.00		1,575,000.00		1,575,000.00			1,575,000.00
1813		OPEB	800,000.00		800,000.00		800,000.00			800,000.00
1814		Employee Conversions	0.00		0.00		0.00			0.00
1815		Furlough Impact	0.00		0.00		0.00			0.00
1816		Transfers to Restricted Fund Balances	0.00		0.00		0.00			0.00
1817		<b>Total; Non-Allocated</b>	11,505,697.09	-	11,505,697.09	100,000.00	11,605,697.09	39,668.78	836,730.56	12,482,096.43
1818					-		-			(0.00)
1819		<b>Total; General Fund Expenditures</b>	63,728,550.54	607,748.93	64,336,299.47	115,000.00	64,451,299.47	42,521.63	500,182.34	64,994,003.44
1821					-		-			(0.00)
1822		<b>Projected Surplus</b>	1,825,040.78	616,251.07	2,441,291.85	(115,000.00)	2,326,291.85	(55,162.63)	(236,122.34)	2,035,006.88
1823					0.00		-			0.00
1824										
1825										
1826		<b>WATER FUND</b>								
1827		<b>Revenues</b>								
1828		<b>Water Charges</b>								
1829		Service Charges	6,770,000.00		6,770,000.00		6,770,000.00			6,770,000.00
1830		Penalties	95,000.00		95,000.00		95,000.00			95,000.00
1831		Miscellaneous	26,000.00		26,000.00		26,000.00			26,000.00
1832		New Connections	110,000.00		110,000.00		110,000.00			110,000.00
1833		Subtotal;	7,001,000.00	0.00	7,001,000.00	0.00	7,001,000.00	0.00	0.00	7,001,000.00
1834		<b>Capital Facilities</b>								
1835		Current Year	265,000.00		265,000.00		265,000.00			265,000.00
1836		Interest	3,000.00		3,000.00		3,000.00			3,000.00
1837		Capital Facility Charges	132,000.00		132,000.00		132,000.00			132,000.00
1838		Subtotal;	400,000.00	0.00	400,000.00	0.00	400,000.00	0.00	0.00	400,000.00
1839		<b>Money and Property</b>								
1840		Interest Earnings: GO Bonds	0.00		0.00		0.00			0.00
1841		Rents & Conces'ns (rental income)	100,000.00		100,000.00		100,000.00			100,000.00
1842		Subtotal;	100,000.00	0.00	100,000.00	0.00	100,000.00	0.00	0.00	100,000.00
1843		<b>Other Financing Sources</b>								
1844		Non-Operating Revenue Adj.	0.00		0.00		0.00			0.00
1845		Trsfr from Sewer	0.00		0.00		0.00			0.00
1846		Trsfr from Capital Projects	0.00		0.00		0.00			0.00
1847		Subtotal;	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1848					-		-			-
1849		<b>Total; Water Fund Revenues</b>	7,501,000.00	0.00	7,501,000.00	0.00	7,501,000.00	0.00	0.00	7,501,000.00
1850					-		-			-
1851		<b>Expenditures</b>								
1852		<b>Water Plant</b>								

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2										
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1853		<b>Salaries and Benefits</b>								
1854		Salaries	810,328.54		810,328.54		810,328.54			810,328.54
1868		Overtime	84,000.00		84,000.00		84,000.00			84,000.00
1869		Double-time	0.00		0.00		0.00			0.00
1870		Benefits	318,980.29		318,980.29		318,980.29			318,980.29
1871		Salaries/Benefits Total	1,213,308.83	0.00	1,213,308.83	0.00	1,213,308.83	0.00	0.00	1,213,308.83
1872		<b>Operating Supplies</b>								
1873			<u>232,610.00</u>		<u>232,610.00</u>		<u>232,610.00</u>			<u>232,610.00</u>
1874		Electrical	3,500.00		3,500.00		3,500.00			3,500.00
1875		Treatment chemicals	155,000.00		155,000.00		155,000.00			155,000.00
1876		Uniforms	5,000.00		5,000.00		5,000.00			5,000.00
1877		Testing	4,500.00		4,500.00		4,500.00			4,500.00
1878		Safety Shoes	2,500.00		2,500.00		2,500.00			2,500.00
1879		Office	3,000.00		3,000.00		3,000.00			3,000.00
1880		Plumbing	5,500.00		5,500.00		5,500.00			5,500.00
1881		Custodial	2,000.00		2,000.00		2,000.00			2,000.00
1882		Hardware	22,500.00		22,500.00		22,500.00			22,500.00
1883		Contingencies	29,110.00		29,110.00		29,110.00			29,110.00
1884		Fuel and Oil	<u>4,500.00</u>		<u>4,500.00</u>		<u>4,500.00</u>		(220.82)	<u>4,279.18</u>
1885		Telephone	<u>3,800.00</u>		<u>3,800.00</u>		<u>3,800.00</u>			<u>3,800.00</u>
1886		Electricity	<u>321,200.00</u>		<u>321,200.00</u>		<u>321,200.00</u>			<u>321,200.00</u>
1887		<b>Training and Education</b>	<u>2,500.00</u>		<u>2,500.00</u>		<u>2,500.00</u>			<u>2,500.00</u>
1888		Operator certification	1,500.00		1,500.00		1,500.00			1,500.00
1889		mechanics	500.00		500.00		500.00			500.00
1890		Supt. & Asst Supt. continuing education	500.00		500.00		500.00			500.00
1891		<b>R &amp; M - Bldgs and Structures</b>	<u>265,600.00</u>		<u>265,600.00</u>		<u>265,600.00</u>			<u>265,600.00</u>
1892		Mowing	15,000.00		15,000.00		15,000.00			15,000.00
1893		Security	9,000.00		9,000.00		9,000.00			9,000.00
1894		Paint	1,500.00		1,500.00		1,500.00			1,500.00
1895		Electrical	5,000.00		5,000.00		5,000.00			5,000.00
1896		Welding, Mechanical	7,500.00		7,500.00		7,500.00			7,500.00
1897		Water Tanks	200,000.00		200,000.00		200,000.00			200,000.00
1898		Contingencies	27,600.00		27,600.00		27,600.00			27,600.00
1899		<b>R &amp; M - Equipment</b>	<u>86,970.00</u>		<u>86,970.00</u>		<u>86,970.00</u>			<u>86,749.18</u>
1900		Wells	40,000.00		40,000.00		40,000.00			40,000.00
1901		Electrical	10,000.00		10,000.00		10,000.00			10,000.00
1902		Miscellaneous	4,500.00		4,500.00		4,500.00		(220.82)	4,279.18
1903		Contingencies	32,470.00		32,470.00		32,470.00			32,470.00
1904		<b>Contract Services</b>	<u>54,050.00</u>		<u>54,050.00</u>		<u>54,050.00</u>			<u>54,050.00</u>

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3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
1905		Instrumentation	0.00		0.00		0.00			0.00
1906		Water testing	12,000.00		12,000.00		12,000.00			12,000.00
1907		Security access control	3,000.00		3,000.00		3,000.00			3,000.00
1908		Water tank corrosion control	3,050.00		3,050.00		3,050.00			3,050.00
1909		Consumer confidence report	7,000.00		7,000.00		7,000.00			7,000.00
1910		Contingencies	29,000.00		29,000.00		29,000.00			29,000.00
1911		Operating Total	971,230.00	-	971,230.00	0.00	971,230.00	0.00	(441.64)	970,788.36
1912		crossfoot error / source test			-		-			-
1913		<b>Total; Water Plant</b>	<b>2,184,538.83</b>	<b>0.00</b>	<b>2,184,538.83</b>	<b>0.00</b>	<b>2,184,538.83</b>	<b>0.00</b>	<b>(441.64)</b>	<b>2,184,097.19</b>
1914					-		-			-
1915		<b>Water Distribution</b>								
1916		<b>Salaries and Benefits</b>								
1917		Salaries	757,618.90		757,618.90		757,618.90			757,618.90
1933		Overtime	50,376.00		50,376.00		50,376.00			50,376.00
1934		Benefits	334,453.37		334,453.37		334,453.37			334,453.37
1935		Salaries/Benefits Total	1,142,448.27	0.00	1,142,448.27	0.00	1,142,448.27	0.00	0.00	1,142,448.27
1936					-		-			-
1937		Operating								
1938		Supplies	91,270.00		91,270.00		91,270.00			91,270.00
1939		Office supplies	1,500.00		1,500.00		1,500.00			1,500.00
1940		Uniform rental	4,700.00		4,700.00		4,700.00			4,700.00
1941		Parts & materials	68,345.00		68,345.00		68,345.00			68,345.00
1942		Water testing	1,000.00		1,000.00		1,000.00			1,000.00
1943		Marking paint	1,200.00		1,200.00		1,200.00			1,200.00
1944		Cleaning supplies	1,000.00		1,000.00		1,000.00			1,000.00
1945		Tolls, postal fees	10.00		10.00		10.00			10.00
1946		Fire extinguishers	324.00		324.00		324.00			324.00
1947		Union-required meals	200.00		200.00		200.00			200.00
1948		Safety boots	3,400.00		3,400.00		3,400.00			3,400.00
1949		Propane	350.00		350.00		350.00			350.00
1950		Newspaper subscription	201.00		201.00		201.00			201.00
1951		Medical supplies	500.00		500.00		500.00			500.00
1952		Copper	6,000.00		6,000.00		6,000.00			6,000.00
1953		Diamond blades	2,300.00		2,300.00		2,300.00			2,300.00
1954		Emissions certification	240.00		240.00		240.00			240.00
1955		<b>Fuel and Oil</b>	<b>27,000.00</b>		<b>27,000.00</b>		<b>27,000.00</b>		<b>(1,324.90)</b>	<b>25,675.10</b>
1956		Telephone	1,000.00		1,000.00		1,000.00			1,000.00
1957		Electricity	8,000.00		8,000.00		8,000.00			8,000.00
1958		<b>Training and Education</b>	<b>2,380.00</b>		<b>2,380.00</b>		<b>2,380.00</b>			<b>2,380.00</b>
1959		Licenses	200.00		200.00		200.00			200.00
1960		Certifications	400.00		400.00		400.00			400.00
1961		Memberships	670.00		670.00		670.00			670.00

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1962		Exams	200.00		200.00		200.00			200.00
1963		CDL renewals	500.00		500.00		500.00			500.00
1964		Mileage	410.00		410.00		410.00			410.00
1965		<u>R &amp; M - Bldgs and Structures</u>	<u>2,120.00</u>		<u>2,120.00</u>		<u>2,120.00</u>			<u>2,120.00</u>
1966		Tapping machine parts	2,120.00		2,120.00		2,120.00			2,120.00
1967		<u>R &amp; M - Utility Lines</u>	<u>68,740.00</u>		<u>102,500.00</u>		<u>102,500.00</u>			<u>102,500.00</u>
1968		Gravel	10,000.00		10,000.00		10,000.00			10,000.00
1969		Materials for water service repairs	46,240.00	33,760.00	80,000.00		80,000.00			80,000.00
1970		Top soil	2,500.00		2,500.00		2,500.00			2,500.00
1971		Fire hydrant	10,000.00		10,000.00		10,000.00			10,000.00
1972		<u>R &amp; M - Equipment</u>	<u>86,770.00</u>		<u>86,770.00</u>		<u>86,770.00</u>			<u>86,279.30</u>
1973		Equipment rental	10,800.00		10,800.00		10,800.00			10,800.00
1974		Repairs	10,000.00		10,000.00		10,000.00		(490.70)	9,509.30
1975		Water meters	65,970.00		65,970.00		65,970.00			65,970.00
1976		<u>R &amp; M - Maintenance Program</u>	<u>0.00</u>		<u>0.00</u>		<u>0.00</u>			<u>0.00</u>
1977		<u>Contract Services</u>	<u>11,030.00</u>		<u>51,030.00</u>		<u>51,030.00</u>			<u>51,030.00</u>
1978		Locate & mark utilities	3,500.00		3,500.00		3,500.00			3,500.00
1979		Repair water mains	0.00	40,000.00	40,000.00		40,000.00			40,000.00
1980		Material to repair/upgrade water services	7,530.00		7,530.00		7,530.00			7,530.00
1981		<u>Capital Outlay</u>	<u>0.00</u>		<u>10,000.00</u>		<u>10,000.00</u>			<u>10,000.00</u>
1982		Vibratory Plate Earth Compactor	0.00	10,000.00	10,000.00		10,000.00			10,000.00
1983		<u>Contribution to Veh. Master Lease</u>	<u>50,600.00</u>		<u>50,600.00</u>		<u>50,600.00</u>			<u>50,600.00</u>
1984		<u>Fleet Replacement</u>	<u>95,000.00</u>		<u>95,000.00</u>		<u>95,000.00</u>			<u>95,000.00</u>
1985		Operating Total	443,910.00	83,760.00	527,670.00	0.00	527,670.00	0.00	(1,815.60)	525,854.40
1986					-		-			-
1987		<b>Total; Water Distribution</b>	<b>1,586,358.27</b>	<b>83,760.00</b>	<b>1,670,118.27</b>	<b>0.00</b>	<b>1,670,118.27</b>	<b>0.00</b>	<b>(1,815.60)</b>	<b>1,668,302.67</b>
1988					-		-			0.00
1989		<b>Non-Allocated Expenses</b>								
1990		<b>Debt</b>			0.00					
1991		Bond Principal (GO Bonds)	372,209.00		372,209.00		372,209.00			372,209.00
1992		Bond Interest (GO Bonds)	530,351.00		530,351.00		530,351.00			530,351.00
1993		GO Bond Interest Cap	0.00		0.00		0.00			0.00
1994		Gain/Loss Refunding	0.00		0.00		0.00			0.00
1995		Debt; Subtotal	902,560.00	0.00	902,560.00	0.00	902,560.00	0.00	0.00	902,560.00
1996		<b>Other Expenditures</b>			-		-			-
1997		<b>Depreciation &amp; Adjustments</b>								
1998		Depreciation	565,117.00		565,117.00		565,117.00			565,117.00
1999		Non-Oper Exp Adjust	0.00		0.00		0.00			0.00
2000		Depreciation & Adjustments; Subtotal	565,117.00	0.00	565,117.00	0.00	565,117.00	0.00	0.00	565,117.00
2001		<b>Interfund Allocations</b>			-		-			-
2002		Administrative Indirect Charges	880,500.00		880,500.00		880,500.00			880,500.00

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2003		Admin Charges - Direct	0.00		0.00		0.00			0.00
2004		Admin Charges (CR)	0.00		0.00		0.00			0.00
2005		Interfund Interest	0.00		0.00		0.00			0.00
2006		General Liability Insurance	276,695.48		276,695.48		276,695.48			276,695.48
2007		Furlough Impact	0.00		0.00		0.00			0.00
2008		Trsf to General	800,000.00		800,000.00		800,000.00			800,000.00
2009		Trsf to Capital Proj/Contrib. to CIP	0.00		0.00		0.00	120,000.00		120,000.00
2010		Intefund Allocations; Subtotal	1,957,195.48	0.00	1,957,195.48	0.00	1,957,195.48	120,000.00	0.00	2,077,195.48
2011			-		-		-			-
2012		<b>Total; Non-Allocated</b>	<b>3,424,872.48</b>	<b>0.00</b>	<b>3,424,872.48</b>	<b>0.00</b>	<b>3,424,872.48</b>	<b>120,000.00</b>	<b>0.00</b>	<b>3,544,872.48</b>
2013			-		-		-			-
2014		<b>Total; Water Fund Expenditures</b>	<b>7,195,769.57</b>	<b>83,760.00</b>	<b>7,279,529.57</b>	<b>0.00</b>	<b>7,279,529.57</b>	<b>120,000.00</b>	<b>(2,257.24)</b>	<b>7,397,272.33</b>
2015			-		-		-			-
2016			-		-		-			-
2017		<i>Projected Surplus &lt;Deficit&gt;</i>	<i>305,230.43</i>	<i>(83,760.00)</i>	<i>221,470.43</i>	<i>0.00</i>	<i>221,470.43</i>	<i>(120,000.00)</i>	<i>2,257.24</i>	<i>103,727.67</i>
2018			-		-		-			0.00
2019			-		-		-			-
2020			-		-		-			-
2021		<b>WASTEWATER FUND</b>								
2022		<b>Revenues</b>								
2023		<b>Licenses and Permits</b>								
2024		Subtotal;	84,000.00		84,000.00		84,000.00			84,000.00
2025		<b>Sewer Charges</b>								
2026		Service Charges	7,057,148.00		7,057,148.00		7,057,148.00			7,057,148.00
2027		Penalties	60,000.00		60,000.00		60,000.00			60,000.00
2028		Miscellaneous	10,000.00		10,000.00		10,000.00			10,000.00
2029		New Connections	50,000.00		50,000.00		50,000.00			50,000.00
2030		Subtotal;	7,177,148.00	0.00	7,177,148.00	0.00	7,177,148.00	0.00	0.00	7,177,148.00
2031		<b>Capital Facilities</b>								
2032		Current Year	260,000.00		260,000.00		260,000.00			260,000.00
2033		Interest	3,000.00		3,000.00		3,000.00			3,000.00
2034		Capital Facility Charges	137,000.00		137,000.00		137,000.00			137,000.00
2035		Subtotal;	400,000.00	0.00	400,000.00	0.00	400,000.00	0.00	0.00	400,000.00
2036		<b>Money and Property</b>								
2037		Interest (GO Bonds)	0.00		0.00		0.00			0.00
2038		Contributions Other	0.00		0.00		0.00			0.00
2039		Subtotal;	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2040		<b>Other Financing Sources</b>								
2041		Internal Admin Accts	0.00		0.00		0.00			0.00
2042		Trsfr from Capital Projects	0.00		0.00		0.00			0.00
2043		Subtotal;	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2044			-		-		-			-

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2045		<b>Total; Sewer Fund Revenues</b>	7,661,148.00	0.00	7,661,148.00	0.00	7,661,148.00	0.00	0.00	7,661,148.00
2046					-		-			-
2047		<b>Expenditures</b>								
2048		<b>Water Reclamation Facility</b>								
2049		Contract Services Total	3,100,000.00		3,100,000.00		3,100,000.00			3,100,000.00
2050					-		-			-
2051		<b>Wastewater Collection</b>								
2052		<b>Salaries and Benefits</b>								
2053		Salaries	325,122.69		325,122.69		325,122.69			325,122.69
2059		Overtime	35,200.00		35,200.00		35,200.00			35,200.00
2060		Double-time	0.00		0.00		0.00			0.00
2061		Benefits	142,486.21		142,486.21		142,486.21			142,486.21
2062		Salaries/Benefits Total	502,808.90	-	502,808.90	0.00	502,808.90	0.00	0.00	502,808.90
2063		Operating			-		-			-
2064		Supplies	38,430.00		38,430.00		38,430.00			38,430.00
2065		Uniforms	2,800.00		2,800.00		2,800.00			2,800.00
2066		Safety boots	2,600.00		2,600.00		2,600.00			2,600.00
2067		Emissions	84.00		84.00		84.00			84.00
2068		Parts & Materials	29,396.00		29,396.00		29,396.00			29,396.00
2069		Propane	250.00		250.00		250.00			250.00
2070		Copper	3,000.00		3,000.00		3,000.00			3,000.00
2071		Repair parts	300.00		300.00		300.00			300.00
2072		Fuel and Oil	18,000.00		18,000.00		18,000.00		(883.26)	17,116.74
2073		Telephone	29,000.00		29,000.00		29,000.00			29,000.00
2074		Electricity	150,000.00		150,000.00		150,000.00			150,000.00
2075		Training and Education	2,500.00		2,500.00		2,500.00			2,500.00
2076		Licenses	400.00		400.00		400.00			400.00
2077		Certifications	400.00		400.00		400.00			400.00
2078		Memberships	600.00		600.00		600.00			600.00
2079		Exams	200.00		200.00		200.00			200.00
2080		CDL Renewals	500.00		500.00		500.00			500.00
2081		Mileage	400.00		400.00		400.00			400.00
2082		R & M - Bldgs and Structures	87,020.00		87,020.00		87,020.00			87,020.00
2083		Flow meter calibrations	2,000.00		2,000.00		2,000.00			2,000.00
2084		Lift station repairs	60,000.00		60,000.00		60,000.00			60,000.00
2085		Repair electrical systems & circuits	16,620.00		16,620.00		16,620.00			16,620.00
2086		SCADA system	8,400.00		8,400.00		8,400.00			8,400.00
2087		R & M - Utility Lines	61,400.00		61,400.00		61,400.00			61,400.00
2088		Gravel	22,000.00		22,000.00		22,000.00			22,000.00
2089		Materials for sewer line repairs	12,500.00		12,500.00		12,500.00			12,500.00
2090		Top soil	2,500.00		2,500.00		2,500.00			2,500.00
2091		Repair to sewer laterals	24,400.00		24,400.00		24,400.00			24,400.00
2092		R & M - Equipment	11,420.00		11,420.00		11,420.00			20,929.30
2093		Vehicles	10,000.00		10,000.00		10,000.00		(490.70)	9,509.30

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		Emergency generator	1,420.00	10,000.00	11,420.00		11,420.00			11,420.00
2094										
2095		<u>R &amp; M - Maintenance Program</u>	<u>51,680.00</u>		<u>51,680.00</u>		<u>51,680.00</u>			<u>51,680.00</u>
2096		Locate and mark utilities	3,500.00		3,500.00		3,500.00			3,500.00
2097		Materials to repairs sewer mains & lateral	48,180.00		48,180.00		48,180.00			48,180.00
2098		<u>Contract Services</u>	<u>91,985.00</u>		<u>91,985.00</u>		<u>91,985.00</u>			<u>91,985.00</u>
2099		Sewer lateral repairs	10,000.00		10,000.00		10,000.00			10,000.00
2100		Sewer main repairs	81,985.00		81,985.00		81,985.00			81,985.00
		Roadways & sidewalk repairs								
2101			0.00		0.00		0.00			0.00
2102		<u>Capital Outlay</u>	<u>0.00</u>		<u>140,000.00</u>		<u>140,000.00</u>			<u>80,000.00</u>
		Camera equipment for truck		140,000.00	140,000.00		140,000.00		(60,000.00)	80,000.00
2103			0.00							
2104		<u>Contribution to Vehicle Master Lease</u>	<u>0.00</u>		<u>0.00</u>		<u>0.00</u>			<u>0.00</u>
2105		<u>Fleet Replacement</u>	<u>77,500.00</u>		<u>77,500.00</u>		<u>77,500.00</u>			<u>77,500.00</u>
2106		Operating Total	618,935.00	150,000.00	768,935.00	0.00	768,935.00	0.00	(61,373.96)	707,561.04
2107										
2108										
2109		<b>Total; Wastewater Collection</b>	<b>1,121,743.90</b>	<b>150,000.00</b>	<b>1,271,743.90</b>	<b>0.00</b>	<b>1,271,743.90</b>	<b>0.00</b>	<b>(61,373.96)</b>	<b>1,210,369.94</b>
2110										
2111		<u>Non-Allocated Expenses</u>								
2112		<u>Debt</u>								
2113		Bond Principal (GO Bonds)	258,357.00		258,357.00		258,357.00			258,357.00
2114		Capital Leases	34,011.00		34,011.00		34,011.00			34,011.00
2115		State Loan	99,537.00		99,537.00		99,537.00			99,537.00
2116		Bond Interest (GO Bonds)	251,123.00		251,123.00		251,123.00			251,123.00
2117		GO Bond Interest Cap	0.00		0.00		0.00			0.00
2118		Capital Leases (interest)	943.00		943.00		943.00			943.00
2119		State Loan (interest)	7,843.00		7,843.00		7,843.00			7,843.00
2120		Debt Admin. (Misc Svcs & Chrgs)	5,500.00		5,500.00		5,500.00			5,500.00
2121		Gain/Loss Refunding	0.00		0.00		0.00			0.00
2122		Debt; Subtotal	657,314.00	0.00	657,314.00	0.00	657,314.00	0.00	0.00	657,314.00
2123		<u>Other Expenditures</u>								
2124		<u>Depreciation &amp; Adjustments</u>								
2125		Depreciation	632,919.00		632,919.00		632,919.00			632,919.00
2126		Non-Oper Exp Adjust	0.00		0.00		0.00			0.00
2127		Depreciation & Adjustments; Subtotal	632,919.00	0.00	632,919.00	0.00	632,919.00	0.00	0.00	632,919.00
2128		<u>Interfund Allocations</u>								
2129		Administrative Indirect Charges	930,000.00		930,000.00		930,000.00			930,000.00
2130		Furlough Impact	0.00		0.00		0.00			0.00
2131		Admin Charge Direct	0.00		0.00		0.00			0.00
2132		Admin Charges (CR)	0.00		0.00		0.00			0.00
2133		Interfund Interest	0.00		0.00		0.00			0.00
2134		General Liability Insurance	254,898.39		254,898.39		254,898.39			254,898.39

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
2										
3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
2135		Trsf to Water	0.00		0.00		0.00			0.00
2136		Trsf to General	300,000.00		300,000.00		300,000.00			300,000.00
2137		Interfund Allocations; Subtotal	1,484,898.39	0.00	1,484,898.39	0.00	1,484,898.39	0.00	0.00	1,484,898.39
2138										
2139		<b>Total; Non-allocated</b>	<b>2,775,131.39</b>	<b>0.00</b>	<b>2,775,131.39</b>	<b>0.00</b>	<b>2,775,131.39</b>	<b>0.00</b>	<b>0.00</b>	<b>2,775,131.39</b>
2140										
2141		<b>Total; Sewer Fund Expenditures</b>	<b>6,996,875.29</b>	<b>150,000.00</b>	<b>7,146,875.29</b>	<b>0.00</b>	<b>7,146,875.29</b>	<b>0.00</b>	<b>(61,373.96)</b>	<b>7,085,501.33</b>
2142										
2143		<i>Projected Surplus &lt;Deficit&gt;</i>	<i>664,272.71</i>	<i>(150,000.00)</i>	<i>514,272.71</i>	<i>0.00</i>	<i>514,272.71</i>	<i>0.00</i>	<i>61,373.96</i>	<i>575,646.67</i>
2144										
2145										
2146										
2147		<b>PARKING FUND</b>								
2148		<b>Revenues</b>								
2149		<b>Street Parking Charges</b>								
2150		Parking Meters (On-Street)	1,515,000.00		1,515,000.00		1,515,000.00	89,011.00		1,604,011.00
2151		Parking Citations	825,000.00		825,000.00		825,000.00			825,000.00
2152		Subtotal;	2,340,000.00	0.00	2,340,000.00	0.00	2,340,000.00	89,011.00	0.00	2,429,011.00
2153		<b>Off Street Parking Charges</b>								
2154		State Circulator			0.00		0.00			0.00
2155		Hillman Garage	1,740,000.00		1,740,000.00		1,740,000.00		290,000.00	2,030,000.00
2156		Gott's Court	1,200,000.00		1,200,000.00		1,200,000.00			1,200,000.00
2157		South Street	95,000.00		95,000.00		95,000.00			95,000.00
2158		Larkin Street	85,000.00		85,000.00		85,000.00			85,000.00
2159		Knighton Garage	200,000.00		200,000.00		200,000.00			200,000.00
2160		Miscellaneous	0.00		0.00		0.00			0.00
2161		Special Proj. (increase in garage parking rate)	0.00		0.00		0.00			0.00
2162		Subtotal;	3,320,000.00	0.00	3,320,000.00	0.00	3,320,000.00	0.00	290,000.00	3,610,000.00
2163		<b>Money and Property</b>								
2164		<b>Interest Earnings</b>								
2165		Savings Accounts	0.00		0.00		0.00			0.00
2166		GO Bonds	0.00		0.00		0.00			0.00
2167		Subtotal;	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2168										
2169		<b>Total; Off Street Parking Revenues</b>	<b>5,660,000.00</b>	<b>0.00</b>	<b>5,660,000.00</b>	<b>0.00</b>	<b>5,660,000.00</b>	<b>89,011.00</b>	<b>290,000.00</b>	<b>6,039,011.00</b>
2170										
2171		<b>Expenditures</b>								
2172		<b>Parking Garages</b>								
2173		Hillman								
2174		Supplies	2,000.00		2,000.00		2,000.00			2,000.00
2175		Prof Srvc (Mgmt contract)	392,835.00		392,835.00		392,835.00			392,835.00

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
2										
3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
2176		Electricity	47,000.00		47,000.00		47,000.00			47,000.00
2177		R & M - Bldgs and Structures	41,510.00		41,510.00		41,510.00			66,510.00
2178		General repairs	41,510.00		41,510.00		41,510.00		25,000.00	66,510.00
2179		Painting 2nd/3rd floors	0.00		0.00		0.00			0.00
2180		Lighting	0.00		0.00		0.00			0.00
2181		Subtotal;	483,345.00	-	483,345.00	0.00	483,345.00	0.00	25,000.00	508,345.00
2182		<b>Gott's Court</b>			-		-			-
2183		Supplies	1,450.00		1,450.00		1,450.00			1,450.00
2184		Prof Srvc (Mgmt contract)	427,704.00		427,704.00		427,704.00			427,704.00
2185		Electricity	49,300.00		49,300.00		49,300.00			49,300.00
2186		R & M - Bldgs and Structures	16,910.00		16,910.00		16,910.00			16,910.00
2187		Painting entrance & lower level	0.00		0.00		0.00			0.00
2188		Awning lights	0.00		0.00		0.00			0.00
2189		Paving	0.00		0.00		0.00			0.00
2190		Lighting	0.00		0.00		0.00			0.00
2191		General repairs	0.00		0.00		0.00			0.00
2192		Subtotal;	495,364.00	-	495,364.00	0.00	495,364.00	0.00	0.00	495,364.00
2193		<b>Knighton</b>			-		-			-
2194		Supplies	1,500.00		1,500.00		1,500.00			1,500.00
2195		Prof Srvc (Mgmt contract)	290,020.00		290,020.00		290,020.00			290,020.00
2196		Electricity	37,600.00		37,600.00		37,600.00			37,600.00
2197		Capital Outlay	0.00		0.00		0.00			0.00
2198		R & M - Bldgs and Structures	5,000.00		5,000.00		5,000.00			5,000.00
2199		General repairs	0.00		0.00		0.00			0.00
2200		Lighting	0.00		0.00		0.00			0.00
2201		Subtotal;	334,120.00	-	334,120.00	0.00	334,120.00	0.00	0.00	334,120.00
2202		<b>Park Place</b>			-		-			-
2203		Electricity	0.00		0.00		0.00			0.00
2204		R & M - Bldgs and Structures	0.00		0.00		0.00			65,000.00
2205		Lighting	0.00		0.00		0.00			0.00
2206		Painting level 1	0.00		0.00		0.00			0.00
2207		General repairs	0.00		0.00		0.00		65,000.00	65,000.00
2208		Subtotal;	0.00	-	0.00	0.00	0.00	0.00	65,000.00	65,000.00
2209		<b>Parking Lots</b>			-		-			-

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
2										
3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
2210		Supplies	840.00		840.00		840.00			840.00
2211		Prof Svc (Mgmt contract)	141,789.00		141,789.00		141,789.00			141,789.00
2212		Electricity	8,300.00		8,300.00		8,300.00			8,300.00
2213		R & M - Bldgs and Structures	0.00		0.00		0.00			-
2214		Larkin Lot Paving	0.00		0.00		0.00			0.00
2215		Capital Outlay	0.00		0.00		0.00			0.00
2216		Subtotal:	150,929.00	-	150,929.00	0.00	150,929.00	0.00	0.00	150,929.00
2217		<b>Total; OSP Operating</b>	<b>1,463,758.00</b>	<b>0.00</b>	<b>1,463,758.00</b>	<b>0.00</b>	<b>1,463,758.00</b>	<b>0.00</b>	<b>90,000.00</b>	<b>1,553,758.00</b>
2218					-		-			-
2219		<b>Non-Allocated Expenses</b>								
2220		<b>Debt</b>								
2221		Bond Principal (GO Bonds)	94,825.00		94,825.00		94,825.00			94,825.00
2222		Bond Interest (GO Bonds)	280,255.00		280,255.00		280,255.00			280,255.00
2223		Capital	0.00		0.00		0.00	150,000.00		150,000.00
2224		Gain/loss refunding	0.00		0.00		0.00			0.00
2225		Debt; Subtotal	375,080.00	0.00	375,080.00	0.00	375,080.00	150,000.00	0.00	525,080.00
2226		<b>Other Expenditures</b>			-		-			-
2227		<b>Depreciation &amp; Adjustments</b>								
2228		Depreciation	416,553.00		416,553.00		416,553.00			416,553.00
2229		Non-Oper Exp Adjust	0.00		0.00		0.00			0.00
2230		Depreciation & Adjustments; Subtotal	416,553.00	0.00	416,553.00	0.00	416,553.00	0.00	0.00	416,553.00
2231		<b>Interfund Allocations</b>			-		-			-
2232		Administrative Indirect Charges	310,000.00		310,000.00		310,000.00			310,000.00
2233		Admin Charge-Direct	0.00		0.00		0.00			0.00
2234		Admin Charges (CR)	0.00		0.00		0.00			0.00
2235		Interfund Interest	0.00		0.00		0.00			0.00
2236		General Liability Insurance	333,619.37		333,619.37		333,619.37			333,619.37
2237		Vehicle Replace. and Maint.	0.00		0.00		0.00			0.00
2238		Subsidy to transport	0.00		0.00		0.00			0.00
2239		Trsf to General	2,700,000.00		2,700,000.00		2,700,000.00	200,000.00		2,900,000.00
2240		Interfund Allocations; Subtotal	3,343,619.37	0.00	3,343,619.37	0.00	3,343,619.37	200,000.00	0.00	3,543,619.37
2241		<b>Total; Non-Allocated</b>	<b>4,135,252.37</b>	<b>0.00</b>	<b>4,135,252.37</b>	<b>0.00</b>	<b>4,135,252.37</b>	<b>350,000.00</b>	<b>0.00</b>	<b>4,485,252.37</b>
2242										
2243		<b>Total; Parking Fund Expenditures</b>	<b>5,599,010.37</b>	<b>0.00</b>	<b>5,599,010.37</b>	<b>0.00</b>	<b>5,599,010.37</b>	<b>350,000.00</b>	<b>90,000.00</b>	<b>6,039,010.37</b>
2244					-		-			-
2245		<i>Projected Surplus &lt;Deficit&gt;</i>	60,989.63	0.00	60,989.63	0.00	60,989.63	(260,989.00)	200,000.00	0.63
2246					-		-			-
2247										
2248										
2249										
2250		<b>TRANSPORTATION FUND</b>								
2251		<b>Revenues</b>								
2252		<b>Transportation Charges</b>								

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
2										
3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
2253		Charges for Service	0.00							
2254		Cash	550,000.00		550,000.00		550,000.00			550,000.00
2255		Special - State	209,000.00				209,000.00			209,000.00
2256		Tokens and Tickets	35,000.00		35,000.00		35,000.00			35,000.00
2257		Advertising	105,000.00		105,000.00		105,000.00			105,000.00
2258		Taxi Permits	40,000.00		40,000.00		40,000.00			40,000.00
2259		Miscellaneous	0.00		0.00		0.00			0.00
2260		Greyhound Revenue	5,000.00		5,000.00		5,000.00			5,000.00
2261		Subtotal;	944,000.00	0.00	944,000.00	0.00	944,000.00	0.00	0.00	944,000.00
2262		<b>Money and Property</b>					-			-
2263		Miscellaneous Sales	0.00				0.00			0.00
2264		Contrib-A A City.	0.00		0.00		0.00			0.00
2265		Contrib-Dept. Soc. Serv.-AACo.	0.00		0.00		0.00			0.00
2266		Subtotal;	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2267		<b>Other Financing Sources</b>					-			-
2268		Trsfr from Parking Fund	0.00				0.00			0.00
2269		Tsfr from General	2,840,000.00		2,840,000.00		2,840,000.00	60,000.00	836,730.56	3,736,730.56
2270		Subtotal;	2,840,000.00	0.00	2,840,000.00	0.00	2,840,000.00	60,000.00	836,730.56	3,736,730.56
2271		<b>Intergovernmental</b>			-		-			-
2272		<b>Federal Capital Grants</b>								
2273		Federal Capital Grant	0.00		0.00		0.00			0.00
2274		Tran Cap08/09	0.00		0.00		0.00			0.00
2275		Federal Capital Grants; Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2276		<b>State Operating Grants; Total</b>					-			0.00
2277		State Grant	0.00		0.00		0.00			0.00
2278		BMC Planning Grant	0.00		0.00		0.00			0.00
2279		Transit Operating Deficit	0.00		0.00		0.00			0.00
2280		ADA Operating Assist	0.00		0.00		0.00			0.00
2281		County JARC Grant	45,568.00		45,568.00		45,568.00			45,568.00
2282		County Bus Route Grant	135,000.00		135,000.00		135,000.00			135,000.00
2283		State Capital Grant	0.00		0.00		0.00			0.00
2284		State Operating Grants; Subtotal	180,568.00	0.00	180,568.00	0.00	180,568.00	0.00	0.00	180,568.00
2285		<b>County Operating</b>					-			-
2286		County Operating Grants; Subtotal	0.00		0.00		0.00			0.00
2287		<b>Total; Intergovernmental</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2288					-		-			-
2289		<b>Total; Transportation Revenues</b>	3,964,568.00	0.00	3,964,568.00	0.00	3,964,568.00	60,000.00	836,730.56	4,861,298.56
2290					-		-			0.00
2291		<b>Expenditures</b>								
2292		<b>Administration</b>								
2293		<b>Salaries and Benefits</b>								

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
2										
3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
		Salaries	383,233.47		383,233.47		383,233.47			383,233.47
2294		Salary Variance	146,268.50		146,268.50		146,268.50			146,268.50
2305		BMC Planning Grant	(12,000.00)		(12,000.00)		(12,000.00)	(6,160.00)		(18,160.00)
2306		Benefits	177,672.87		177,672.87		177,672.87			177,672.87
2307		Salaries/Benefits Total	695,174.84	0.00	695,174.84	0.00	695,174.84	(6,160.00)	0.00	689,014.84
2308		Operating								
2309		Supplies	12,500.00		12,500.00		12,500.00			12,500.00
		General supplies	0.00		0.00		0.00			0.00
2310		Furniture	0.00		0.00		0.00			0.00
2311		Telephone	5,900.00		5,900.00		5,900.00			5,900.00
2312		Electricity	53,400.00		53,400.00		53,400.00			53,400.00
2313		Training and Education	0.00		0.00		0.00			0.00
2314		Transit employees training	0.00		0.00		0.00	12,600.00		12,600.00
2315		Professional associations	0.00		0.00		0.00			0.00
2316		Continued education for staff	0.00		0.00		0.00			0.00
2317		R & M - Equipment	1,800.00		1,800.00		1,800.00			1,800.00
2318		Contract Services	22,656.00		22,656.00		22,656.00			22,656.00
2319		Statistical sampling	0.00		0.00		0.00			0.00
2320		Marketing	0.00		0.00		0.00			0.00
2321		Signage/Prints	0.00		0.00		0.00			0.00
2322		Specialty	0.00		0.00		0.00			0.00
2323		Portbook	0.00		0.00		0.00			0.00
2324		Capital/Maryland Gazette	0.00		0.00		0.00			0.00
2325		Eye on Annapolis	0.00		0.00		0.00			0.00
2326		Annapolis Patch	0.00		0.00		0.00			0.00
2327		Cinema	0.00		0.00		0.00			0.00
2328		Phone App	0.00		0.00		0.00			0.00
2329		Print schedules / maps / passes	0.00		0.00		0.00			0.00
2330		General contracting services	0.00		0.00		0.00			0.00
2331		Building access database	0.00		0.00		0.00			0.00
2332		Contract Srvcs. - BMC Plan. Grant	0.00		0.00		0.00			0.00
2333		MTA grant funded Operating Supplies	(47,713.00)		(47,713.00)		(47,713.00)			(47,713.00)
2334		Capital Outlay	0.00		0.00		0.00			0.00
2335										

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3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
2336		Software licenses	0.00		0.00		0.00			0.00
2337		Color printers	0.00		0.00		0.00			0.00
2338		Laptop	0.00		0.00		0.00			0.00
2339		<b>Operating Total</b>	<b>48,543.00</b>	<b>-</b>	<b>48,543.00</b>	<b>0.00</b>	<b>48,543.00</b>	<b>12,600.00</b>	<b>0.00</b>	<b>61,143.00</b>
2340										0.00
2341		<b>Total; Administration</b>	<b>743,717.84</b>	<b>0.00</b>	<b>743,717.84</b>	<b>0.00</b>	<b>743,717.84</b>	<b>6,440.00</b>	<b>0.00</b>	<b>750,157.84</b>
2342										
2343		<b>Transit Vehicle Operations</b>								
2344		<b>Salaries and Benefits</b>								
2345		Salaries	1,399,494.77		1,399,494.77		1,399,494.77		(60,425.08)	1,339,069.69
2381		Salary Variance	572,649.68		572,649.68		572,649.68		(41,803.43)	530,846.25
2382		New: Transportation Superintendent	0.00		0.00		0.00			-
2383		New: Customer Service Rep.	0.00		0.00		0.00			-
2384		MTA grant-funded Salaries	(571,754.00)		(571,754.00)		(571,754.00)			(571,754.00)
2385			0.00		0.00		0.00			-
2386		Overtime	50,000.00		50,000.00		50,000.00		(3,650.00)	46,350.00
2387		Double-time	0.00		0.00		0.00			-
2388		Attrition (Contra Expenditure)	(350,000.00)		(350,000.00)		(350,000.00)			(350,000.00)
2389		Benefits	678,399.27		678,399.27		678,399.27		(31,522.51)	646,876.76
2390			(246,584.00)		(246,584.00)		(246,584.00)			(246,584.00)
2391		MTA grant-funded Benefits			0.00		0.00			-
2392		<b>Salaries/Benefits Total</b>	<b>1,532,205.72</b>	<b>0.00</b>	<b>1,532,205.72</b>	<b>0.00</b>	<b>1,532,205.72</b>	<b>0.00</b>	<b>(137,401.02)</b>	<b>1,394,804.70</b>
2393		<b>Operating</b>								(0.00)
2394		Supplies	64,000.00		64,000.00		64,000.00		(4,672.00)	59,328.00
2395		Oil, lubricants, tires, etc			0.00		0.00			-
2396		Cleaning supplies			0.00		0.00			-
2397		Equipment	27,877.00		27,877.00		27,877.00	2,123.00		30,000.00
2398		Contribution to CIP (Formerly Equip.)	0.00		0.00		0.00	59,600.00		59,600.00
2399		Tire storage facility FY10			0.00		0.00			-
2400		Preventative maintenance FY14			0.00		0.00			-
2401		Bus wash upgrade FY11			0.00		0.00			-
2402		HVAC rehab FY12			0.00		0.00			-
2403		Electronic farebox FY13			0.00		0.00			-
2404		Hybrid test equipment FY13			0.00		0.00			-
2405		Operation center FY13			0.00		0.00			-
2406		Facility camera & lighting FY13			0.00		0.00			-
2407		Bus stop target signs			0.00		0.00			-
2408		Fuel and Oil	99,839.00		99,839.00		99,839.00		(3,255.44)	96,583.56

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		Vehicles	0.00		0.00		0.00			-
2409		MTA grant funded Operating Supplies	(211,551.00)		(211,551.00)		(211,551.00)			(211,551.00)
2411		Fleet Replacement	19,835.00		19,835.00		19,835.00		(1,447.96)	18,387.04
2412		Operating Total	0.00	0.00	0.00	0.00	0.00	61,723.00	(9,375.40)	52,347.60
2413										
2414		<b>Total; Vehicle Operations</b>	<b>1,532,205.72</b>	<b>0.00</b>	<b>1,532,205.72</b>	<b>0.00</b>	<b>1,532,205.72</b>	<b>61,723.00</b>	<b>(146,776.42)</b>	<b>1,447,152.30</b>
2415										
2416		<b>Maintenance</b>			-		-			(0.00)
2417		<b>Salaries and Benefits</b>								
2418		Salaries	202,122.80		202,122.80		202,122.80		(7,534.17)	194,588.63
2419		Salary Variance	154,858.66		154,858.66		154,858.66		(11,304.68)	143,553.98
2428		MTA grant funded salaries	(98,915.00)		(98,915.00)		(98,915.00)			(98,915.00)
2429		Overtime	34,600.00		34,600.00		34,600.00		(2,525.80)	32,074.20
2430		Benefits	101,768.96		101,768.96		101,768.96		(4,548.19)	97,220.77
2431		MTA grant-funded benefits	0.00		0.00		0.00		-39465	(39,465.00)
2432		<b>Salaries/Benefits Total</b>	<b>394,435.42</b>	<b>0.00</b>	<b>394,435.42</b>	<b>0.00</b>	<b>394,435.42</b>	<b>0.00</b>	<b>(65,377.84)</b>	<b>329,057.58</b>
2433		Operating			-		-			0.00
2434		Supplies	0.00		0.00		0.00			0.00
2435		Fuel and Oil	10,000.00		10,000.00		10,000.00		(730.00)	9,270.00
2436		Contract Services	0.00		0.00		0.00			0.00
2437		R & M - Buildings & Structures	8,250.00		8,250.00		8,250.00		(602.25)	7,647.75
2438		Repair of yard			0.00		0.00			0.00
2439		General routine maintenance			0.00		0.00			0.00
2440		R & M - Equipment	8,560.00		8,560.00		8,560.00		(420.77)	8,139.23
2441		Maintenance service contracts			0.00		0.00			0.00
2442		Shop Equipment			0.00		0.00			0.00
2443		MTA grant funded Operating Supplies	(22,643.00)		(22,643.00)		(22,643.00)			(22,643.00)
2444		MTA grant funded Capital Supplies	(162,000.00)		(162,000.00)		(162,000.00)			(162,000.00)
2445		Vehicle Maint. / Service contracts	369,112.00		369,112.00		369,112.00		(26,945.18)	342,166.82
2446		Operating Total	211,279.00	-	211,279.00	0.00	211,279.00	0.00	(28,698.20)	182,580.80
2447					-		-			0.00
2448		<b>Total; Maintenance</b>	<b>605,714.42</b>	<b>0.00</b>	<b>605,714.42</b>	<b>0.00</b>	<b>605,714.42</b>	<b>0.00</b>	<b>(94,076.04)</b>	<b>511,638.38</b>
2449										
2450		<b>Parking Operations</b>			-		-			0.00
2451		<b>Salaries and Benefits</b>								
2452		Salaries	350,319.47		350,319.47		350,319.47			350,319.47
2462		Overtime	15,000.00		15,000.00		15,000.00			15,000.00

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2463		Benefits	157,379.06		157,379.06		157,379.06			157,379.06
2464		Salaries/Benefits Total	522,698.53	-	522,698.53	0.00	522,698.53	0.00	0.00	522,698.53
2465		Operating								
		Supplies	19,540.00	8,500.00	28,040.00		28,040.00		(8,500.00)	19,540.00
2467		Clothing	0.00		0.00		0.00			0.00
		Fuel and Oil	0.00		0.00		0.00			0.00
2468		Capital Outlay	0.00		0.00		0.00			0.00
2469										
		New parking meter equipment			0.00		0.00			0.00
2470										
2471		R & M - Equipment	8,000.00		11,000.00		11,000.00			109,500.00
		Fleet maintenance	8,000.00		8,000.00		8,000.00			8,000.00
2472										
		Meter maintenance			0.00		0.00		100,000.00	100,000.00
2473										
		Meter service contract		3,000.00	3,000.00		3,000.00		(1,500.00)	1,500.00
2474										
2475		Operating Total	27,540.00	11,500.00	39,040.00	0.00	39,040.00	0.00	90,000.00	129,040.00
2476										
2477		<b>Total; Parking Operations</b>	<b>550,238.53</b>	<b>11,500.00</b>	<b>561,738.53</b>	<b>0.00</b>	<b>561,738.53</b>	<b>0.00</b>	<b>90,000.00</b>	<b>651,738.53</b>
2478										
2479										
2480		<b>Non-Allocated Expenses</b>								
2481		<b>Debt</b>								
2482		Bond Principal (GO Bonds)	11,406.00		11,406.00		11,406.00			11,406.00
2483		Bond Interest (GO Bonds)	2,016.00		2,016.00		2,016.00			2,016.00
2484		Gain/loss refunding	0.00		0.00		0.00			0.00
2485		Debt; Subtotal	13,422.00	0.00	13,422.00	0.00	13,422.00	0.00	0.00	13,422.00
2486		<b>Depreciation &amp; Adjustments</b>								
2487		Depreciation	489,114.00		489,114.00		489,114.00			489,114.00
2488		F/A Disposition-Loss	0.00		0.00		0.00			0.00
2489		Non-Oper Exp Adjust	0.00		0.00		0.00			0.00
2490		Depreciation & Adjustments; Subtotal	489,114.00	0.00	489,114.00	0.00	489,114.00	0.00	0.00	489,114.00
2491		<b>Interfund Allocations</b>								
2492		Administrative Indirect Charges	673,000.00		673,000.00		673,000.00			673,000.00
2493		Admin Charge-Direct	0.00		0.00		0.00			0.00
2494		Admin Charges (CR)	0.00		0.00		0.00			0.00
2495		Interfund Interest	0.00		0.00		0.00			0.00
2496		General Liability Insurance	325,075.51		325,075.51		325,075.51			325,075.51
2497		Furlough Impact	0.00		0.00		0.00			0.00
2498		Trsf to Capital Projects (See Cont. to CIP)	0.00		0.00		0.00			0.00
2499		Trsf to General Fund	0.00		0.00		0.00			0.00

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2500		Interfund Allocations; Subtotal	998,075.51	0.00	998,075.51	0.00	998,075.51	0.00	0.00	998,075.51
2501					-		-			-
2502		Contingency-General; Subtotal	0.00	-	-		0.00			0.00
2503										
2504		<b>Total; Non-Allocated Expenses</b>	<b>1,500,611.51</b>	<b>0.00</b>	<b>1,500,611.51</b>	<b>0.00</b>	<b>1,500,611.51</b>	<b>0.00</b>	<b>0.00</b>	<b>1,500,611.51</b>
2505					-		-			-
2506		<b>Total Transportation Expenditures</b>	<b>4,932,488.02</b>	<b>11,500.00</b>	<b>4,943,988.02</b>	<b>0.00</b>	<b>4,943,988.02</b>	<b>68,163.00</b>	<b>(150,852.46)</b>	<b>4,861,298.56</b>
2507					-		-			(0.00)
2508		<i>Projected Surplus &lt;Deficit&gt;</i>	<i>(967,920.02)</i>	<i>(11,500.00)</i>	<i>(979,420.02)</i>	<i>0.00</i>	<i>(979,420.02)</i>	<i>(8,163.00)</i>	<i>987,583.02</i>	<i>(0.00)</i>
2509					-		-			0.00
2510										
2511										
2512										
2513		<b>DOCK FUND</b>								
2514		<b>Revenues</b>								
2515		<b>Dock Charges</b>								
2516		Dock Charges	955,000.00		955,000.00		955,000.00			955,000.00
2517		Miscellaneous	0.00		0.00		0.00			0.00
2518		Chandler Dock	0.00		0.00		0.00	67,000.00		67,000.00
2519		Fees; Subtotal	955,000.00	0.00	955,000.00	0.00	955,000.00	67,000.00	0.00	1,022,000.00
2520		<b>Intergovernmental</b>			-		-			-
2521		<b>Federal Operating</b>								
2522		Craft Repower MARAMA	0.00		0.00		0.00			0.00
2523		Federal Operating Grants; Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2524		<b>State Operating Grants</b>			-		-			-
2525		State Operating Grants	0.00		0.00		0.00			0.00
2526		Derelict Boat Removal	0.00		0.00		0.00			0.00
2527		DNR-Pump out Boat	0.00		0.00		0.00			0.00
2528		State Operating Grants; Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2529		<b>State Capital Grants</b>			-		-			-
2530		DNR City Facility	0.00		0.00		0.00			0.00
2531		State Capital Grants; Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2532		<b>Total; Intergovernmental</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
2533					-		-			-
2534		<b>Total; Dock Revenues</b>	<b>955,000.00</b>	<b>0.00</b>	<b>955,000.00</b>	<b>0.00</b>	<b>955,000.00</b>	<b>67,000.00</b>	<b>0.00</b>	<b>1,022,000.00</b>
2535					-		-			-
2536		<b>Expenditures</b>								
2537		<b>City Dock</b>								
2538		<b>Salaries and Benefits</b>								
2539		Salaries	275,212.47		275,212.47		275,212.47		(25,000.00)	250,212.47
2543		Dock Assistants (17)		14,300.00	14,300.00		14,300.00			14,300.00

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2546		Watch Commanders (seasonal)		10,950.00	10,950.00		10,950.00			10,950.00
2550		Overtime	0.00		0.00		0.00			0.00
2551		Benefits	40,820.70	3,787.50	44,608.20		44,608.20			44,608.20
2552		<b>Salaries/Benefits Total</b>	<b>316,033.17</b>	<b>29,037.50</b>	<b>345,070.67</b>	<b>-</b>	<b>345,070.67</b>	<b>-</b>	<b>(25,000.00)</b>	<b>320,070.67</b>
2553		<b>Operating</b>			-					0.00
2554		Supplies	<u>29,000.00</u>	(10,000.00)	<u>19,000.00</u>		<u>19,000.00</u>			<u>19,000.00</u>
2555		Supplies			0.00		0.00			0.00
2556		Total grant-funded			0.00		0.00			0.00
2557		Fuel and Oil		10,000.00	<u>10,000.00</u>		<u>10,000.00</u>			<u>10,000.00</u>
2558		Fuel and Oil			0.00		0.00			0.00
2559		Total grant-funded			0.00		0.00			0.00
2560		Telephone	<u>5,108.68</u>		<u>5,108.68</u>		<u>5,108.68</u>			<u>5,108.68</u>
2561		Electricity	<u>53,292.76</u>		<u>53,292.76</u>		<u>53,292.76</u>			<u>53,292.76</u>
2562		Training and Education	<u>0.00</u>		<u>0.00</u>		<u>0.00</u>			<u>0.00</u>
2563		R & M - Bldgs and Structures	<u>18,600.00</u>		<u>18,600.00</u>		<u>18,600.00</u>			<u>18,600.00</u>
2564		R & M - Equipment	<u>23,000.00</u>		<u>23,000.00</u>		<u>23,000.00</u>			<u>23,000.00</u>
2565		Mooring maint. & upgrades	<u>38,372.20</u>		<u>38,372.20</u>		<u>38,372.20</u>			<u>38,372.20</u>
2566		Pumpout boat repair & maint.	<u>27,627.80</u>		<u>27,627.80</u>		<u>27,627.80</u>			<u>27,627.80</u>
2567		Total grant-funded	<u>(43,000.00)</u>		<u>(43,000.00)</u>		<u>(43,000.00)</u>			<u>(43,000.00)</u>
2568		Rents & Leases	<u>0.00</u>		<u>0.00</u>		<u>0.00</u>	42,000.00		<u>42,000.00</u>
2569		Programs and Activities	<u>0.00</u>		<u>0.00</u>		<u>0.00</u>			<u>0.00</u>
2570		Contract Services	<u>15,000.00</u>	(15,000.00)	<u>0.00</u>		<u>0.00</u>			<u>0.00</u>
2571		CRABL (night shift)	15,000.00		0.00		0.00			0.00
2572			0.00		0.00		0.00			0.00
2573		Derelict & debris clean-up	0.00		0.00		0.00			0.00
2574		Total grant-funded	0.00		0.00		0.00			0.00
2575		Fleet Replacement	<u>11,905.37</u>		<u>11,905.37</u>		<u>11,905.37</u>			<u>11,905.37</u>
2576		<b>Operating Total</b>	<b>155,906.81</b>	<b>(15,000.00)</b>	<b>140,906.81</b>	<b>0.00</b>	<b>140,906.81</b>	<b>42,000.00</b>	<b>0.00</b>	<b>182,906.81</b>
2577		<b>Total; City Dock Operations</b>	<b>471,939.98</b>	<b>14,037.50</b>	<b>485,977.48</b>	<b>0.00</b>	<b>485,977.48</b>	<b>42,000.00</b>	<b>(25,000.00)</b>	<b>502,977.48</b>
2578										
2579		<b>Non Allocated Expenses</b>			-		-			-
2580		<b>Debt</b>								
2581		Bond Principal (GO Bonds)	54,762.00		54,762.00		54,762.00			54,762.00
2582		Bond Interest (GO Bonds)	112,146.00		112,146.00		112,146.00			112,146.00
2583		Bond Interest Cap	0.00		0.00		0.00			0.00
2584		Gain/loss refunding	0.00		0.00		0.00			0.00
2585		Debt; Subtotal	166,908.00	0.00	166,908.00	0.00	166,908.00	0.00	0.00	166,908.00

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
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3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
2586		<b>Other Expenditures</b>			-		-			-
2587		<b>Depreciation &amp; Adjustments</b>								
2588		Depreciation	261,661.00		261,661.00		261,661.00			261,661.00
2589		Non-Oper Exp Adjust	0.00		0.00		0.00			0.00
2590		Depreciation & Adjustments; Subtotal	261,661.00	0.00	261,661.00	0.00	261,661.00	0.00	0.00	261,661.00
2591		<b>Interfund Allocations</b>			-		-			0.00
2592		Administrative Indirect Charges	0.00		0.00		0.00			0.00
2593		Furlough Impact	0.00		0.00		0.00			0.00
2594		Admin Charge-Direct	0.00		0.00		0.00			0.00
2595		Admin Charges (CR)	0.00		0.00		0.00			0.00
2596		Interfund Interest	0.00		0.00		0.00			0.00
2597		Transfers to CF	0.00		0.00		0.00	50,000.00		50,000.00
2598		General Liability Insurance	40,000.00		40,000.00		40,000.00			40,000.00
2599		Interfund Allocations; Subtotal	40,000.00	0.00	40,000.00	0.00	40,000.00	50,000.00	0.00	90,000.00
2600		<b>Total; Non-Allocated</b>	468,569.00	0.00	468,569.00	0.00	468,569.00	50,000.00	0.00	518,569.00
2601										0.00
2602		<b>Total; Dock Fund Expenditures</b>	940,508.98	14,037.50	954,546.48	0.00	954,546.48	92,000.00	(25,000.00)	1,021,546.48
2603					-		-			0.00
2604		<i>Projected Surplus &lt;Deficit&gt;</i>	14,491.02	(14,037.50)	453.52	0.00	453.52	(25,000.00)	25,000.00	453.52
2605					-		-			-
2606										
2607										
2608		<b>MARKET FUND</b>								
2609		<b>Revenues</b>								
2610		<b>Market Charges</b>								
2611		Subtotal;	174,540.00		174,540.00		174,540.00			174,540.00
2612		<b>Money &amp; Property</b>			0.00					
2613		Interest Earnings	0.00		0.00					
2614		Subtotal;	0.00		0.00		0.00			0.00
2615		<b>Total; Market Fund Revenues</b>	174,540.00	-	174,540.00	-	174,540.00	-	-	174,540.00
2616					-		-			-
2617										
2618		<b>Expenditures</b>								
2619		<b>Market House</b>								
2620		<b>Salaries and Benefits</b>								
2621		Salaries	0.00		0.00		0.00			0.00
2622		Benefits	0.00		0.00		0.00			0.00
2623		Salaries/Benefits Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2624		Operating			-		-			-
2625		Misc. Services and Charges	0.00		0.00		0.00			0.00
2626		Supplies	2,000.00		2,000.00		2,000.00			2,000.00
2627		Miscellaneous supplies as needed	2,000.00		2,000.00		2,000.00			2,000.00
2628		Telephone	3,000.00		3,000.00		3,000.00			3,000.00

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
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3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
2629		Electricity and Utilities	30,700.00		30,700.00		30,700.00			30,700.00
2630		R & M - Bldgs and Structures	7,400.00		7,400.00		7,400.00			7,400.00
2631		Fire protection	450.00		450.00		450.00			450.00
2632		HVAC	750.00		750.00		750.00			750.00
2633		Security system	600.00		600.00		600.00			600.00
2634		General repairs	3,500.00		3,500.00		3,500.00			3,500.00
2635		Glass	500.00		500.00		500.00			500.00
2636		Interior drains	1,600.00		1,600.00		1,600.00			1,600.00
2637		R & M - Equipment	0.00		0.00		0.00			0.00
2638		Contract Services	86,631.00		86,631.00		86,631.00			86,631.00
2639		Business manager	20,000.00		20,000.00		20,000.00			20,000.00
2640		Custodial services	53,611.00		53,611.00		53,611.00			53,611.00
2641		Grease trap cleaning	800.00		800.00		800.00			800.00
2642		Trash/recycling	6,500.00		6,500.00		6,500.00			6,500.00
2643		Sound system	420.00		420.00		420.00			420.00
2644		Trailer rental for storage	1,000.00		1,000.00		1,000.00			1,000.00
2645		Window cleaning	3,000.00		3,000.00		3,000.00			3,000.00
2646		Pest control	1,300.00		1,300.00		1,300.00			1,300.00
2647		Operating Total	129,731.00	-	129,731.00	-	129,731.00	-	-	129,731.00
2648		<b>Total; Market Fund Operating Expenditures</b>	129,731.00	-	129,731.00	-	129,731.00	-	-	129,731.00
2649										
2650		<b>Net Operating Income</b>	44,809.00	0.00	44,809.00	0.00	44,809.00	0.00	0.00	44,809.00
2651										
2652		<b>Other Financing Sources</b>			0.00					
2653		<b>Operating Revenue</b>			0.00					
2654		Transfers from other sources	0.00		0.00		0.00			0.00
2655		Trsf from General	20,331.22		20,331.22		20,331.22			20,331.22
2656		Subtotal;	20,331.22	0.00	20,331.22	0.00	20,331.22	0.00	0.00	20,331.22
2657										
2658		<b>Non Allocated Expenses</b>			-					
2659		<b>Debt</b>								
2660		Bond Principal (GO Bonds)	1,384.00		1,384.00		1,384.00			1,384.00
2661		Bond Interest (GO Bonds)	26,073.00		26,073.00		26,073.00			26,073.00
2662		Payable to City (\$300)	0.00		0.00		0.00			0.00
2663		Gain/Loss Refunding	0.00		0.00		0.00			0.00
2664		Debt; Subtotal	27,457.00	0.00	27,457.00	0.00	27,457.00	0.00	0.00	27,457.00
2665		<b>Other Expenditures</b>			-					
2666		Depreciation & Adjustments; Subtotal	24,892.00	0.00	24,892.00	0.00	24,892.00		0.00	24,892.00
2667		Depreciation	24,892.00		24,892.00		24,892.00			24,892.00
2668		Non-Oper Exp Adjust	0.00		0.00		0.00			0.00
2669		Interfund Allocations; Subtotal	0.00	0.00	0.00	0.00	0.00		0.00	0.00
2670		Admin Charges - Indirect	0.00		0.00		0.00			0.00
2671		Admin Charges (CR)	0.00		0.00		0.00			0.00

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3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
2672		Interfund Interest	0.00		0.00		0.00			0.00
2673		Intergovernmental Expenditures; Subtotal	12,791.22	0.00	12,791.22	0.00	12,791.22		0.00	12,791.22
2674		GL Insurance	12,791.22		12,791.22		12,791.22			12,791.22
2675		<b>Other Total</b>	37,683.22	0.00	37,683.22	0.00	37,683.22	0.00	0.00	37,683.22
2676										
2677		<b>Total; Non-Allocated Expenses</b>	65,140.22	-	65,140.22	-	65,140.22	-	-	65,140.22
2678										
2679		<i>Projected Surplus &lt;Deficit&gt;</i>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2680										
2681										
2682										
2683		<b>SOLID WASTE</b>								
2684		<b>Revenues</b>								
2685		<b>Refuse Collection Charges - Residential</b>								
2686		Ref Collection License	0.00		0.00		0.00			0.00
2687		Residential Charges	3,405,000.00	(300,000.00)	3,105,000.00		3,105,000.00		300,000.00	3,405,000.00
2688		Miscellaneous	12,500.00		12,500.00		12,500.00			12,500.00
2689		Recycling	70,000.00		70,000.00		70,000.00			70,000.00
2690		Utility Refund Solid Waste	0.00		0.00		0.00			0.00
2691		Subtotal;	3,487,500.00	(300,000.00)	3,187,500.00	0.00	3,187,500.00	0.00	300,000.00	3,487,500.00
2692		<b>Commercial Refuse Recycling</b>								
2693		Subtotal;	7,500.00		7,500.00		7,500.00			7,500.00
2694										0.00
2695		<b>Total; Charges for Services</b>	3,495,000.00	(300,000.00)	3,195,000.00	0.00	3,195,000.00	0.00	300,000.00	3,495,000.00
2696										
2697		<b>Other Income</b>								0.00
2698		Interest Income	0.00		0.00		0.00			0.00
2699		Commercial Recycling	0.00		0.00		0.00			0.00
2700		Util Ref - Refuse Only	0.00		0.00		0.00			0.00
2701		<b>Other Financing Sources</b>								0.00
2702		Trsfr from Admin. Accts	0.00		0.00		0.00			0.00
2703		Trsf from Cap Project	0.00		0.00		0.00			0.00
2704		Subtotal;	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2705										
2706		<b>Total; Solid Waste Revenues</b>	3,495,000.00	(300,000.00)	3,195,000.00	0.00	3,195,000.00	0.00	300,000.00	3,495,000.00
2707										
2708		<b>Expenditures</b>								
2709		<b>Waste Collection</b>								
2710		<b>Residential</b>								
2711		<b>Salaries and Benefits</b>								
2712		Salaries	98,155.34		98,155.34		98,155.34			98,155.34

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		Overtime	2,000.00		2,000.00		2,000.00			2,000.00
2715		Benefits	36,244.79		36,244.79		36,244.79			36,244.79
2716		Salaries/Benefits Total	136,400.13	-	136,400.13	0.00	136,400.13	0.00	0.00	136,400.13
2717		Operating Supplies			-					
2718			5,200.00		80,200.00		80,200.00			80,200.00
2719		Office supplies	200.00		200.00		200.00			200.00
2720		Additional dumpsters	5,000.00	50,000.00	55,000.00		55,000.00			55,000.00
2721		Street Sanitation		25,000.00	25,000.00		25,000.00			25,000.00
2722		Fuel and Oil	4,000.00		4,000.00		4,000.00		(196.28)	3,803.72
2723		Telephone	500.00		500.00		500.00			500.00
2724		Electricity	0.00		0.00		0.00			0.00
2725		Training and Education			150.00		150.00			150.00
2726		Employee training	150.00		150.00		150.00			150.00
2727		R & M - Equipment	8,000.00		8,000.00		8,000.00			7,901.86
2728		Vehicle maintenance	2,000.00		2,000.00		2,000.00		(98.14)	1,901.86
2729		Dumpster maintenance	2,000.00		2,000.00		2,000.00			2,000.00
2730		Can maintenance & refurbishing	4,000.00		4,000.00		4,000.00			4,000.00
2731		Misc. Services and Charges	653,460.00		653,460.00		653,460.00			653,460.00
2732		Waste disp. Costs	653,460.00		653,460.00		653,460.00			653,460.00
2733		Contract Services	503,820.00		600,000.00		600,000.00			600,000.00
2734		Bates contract	503,820.00	96,180.00	600,000.00		600,000.00			600,000.00
2735		Fleet Replacement	0.00		0.00		0.00			0.00
2736		Operating Total	1,175,130.00	171,180.00	1,346,310.00	-	1,346,310.00	0.00	(294.42)	1,346,015.58
2737					-		-			-
2738		<b>Total; Residential Expenses</b>	1,311,530.13	171,180.00	1,482,710.13	0.00	1,482,710.13	0.00	(294.42)	1,482,415.71
2739					-		-			-
2740		<b>Yard Waste Recycling</b>								
2741		Salaries and Benefits								
2742		Salaries	0.00		0.00		0.00			0.00
2743		Overtime	0.00		0.00		0.00			0.00
2744		Benefits	0.00		0.00		0.00			0.00
2745		Salaries/Benefits Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2746		Operating			-		-			-
2747		Supplies	0.00		0.00		0.00			0.00
2748		Electricity	0.00		0.00		0.00			0.00
2749		Training and Education	0.00		0.00		0.00			0.00
2750		R & M - Equipment	0.00		0.00		0.00			0.00
2751										

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2752		Leases	0.00		0.00		0.00			0.00
2753		Contract Services	0.00		0.00		0.00			0.00
2754		Operating Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2755					-		-			-
2756		<b>Total; Yard Waste Recycling Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
2757					-		-			0.00
2758		<b>Curbside Recycling</b>								
2759		Supplies	50,000.00		50,000.00		50,000.00			50,000.00
2764		Contract Services (Bates Contract)	262,566.75		262,566.75		262,566.75			262,566.75
2765		<b>Total; Curbside Recycling Expenses</b>	<b>312,566.75</b>	<b>-</b>	<b>312,566.75</b>	<b>-</b>	<b>312,566.75</b>	<b>-</b>	<b>-</b>	<b>312,566.75</b>
2766					-		-			-
2767		<b>Non Allocated Expenses</b>								
2768		<b>Debt Service</b>								
2769		Bond Principal (GO Bonds)	232.00		232.00		232.00			232.00
2770		Bond Interest (GO Bonds)	9,704.00		9,704.00		9,704.00			9,704.00
2771		Debt; Subtotal	9,936.00	0.00	9,936.00	0.00	9,936.00	0.00	0.00	9,936.00
2772		<b>Depreciation &amp; Adjustments</b>								
2773		Depreciation	35,813.00		35,813.00		35,813.00			35,813.00
2774		Non-Oper Exp Adjust	0.00		0.00		0.00			0.00
2775		Depreciation & Adjustments; Subtotal	35,813.00	0.00	35,813.00	0.00	35,813.00	0.00	0.00	35,813.00
2776		<b>Interfund Allocations and Transfers</b>								
2777		Administrative Indirect Charges	440,000.00		440,000.00		440,000.00			440,000.00
2778		Admin Charges - Direct	450,000.00		450,000.00		450,000.00			450,000.00
2779		Admin Charges (CR)	0.00		0.00		0.00			0.00
2780		Interfund Interest	0.00		0.00		0.00			0.00
2781		General Liability Insurance	86,055.00		86,055.00		86,055.00			86,055.00
2782		Trsf to General	0.00		0.00		0.00			0.00
2783		Interfund Allocations; Subtotal	976,055.00	0.00	976,055.00	0.00	976,055.00	0.00	0.00	976,055.00
2784					-		-			-
2785		<b>Total; Non-Allocated Expenses</b>	<b>1,021,804.00</b>	<b>0.00</b>	<b>1,021,804.00</b>	<b>0.00</b>	<b>1,021,804.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,021,804.00</b>
2786					-		-			-
2787		<b>Total Refuse Expenditures</b>	<b>2,645,900.88</b>	<b>171,180.00</b>	<b>2,817,080.88</b>	<b>0.00</b>	<b>2,817,080.88</b>	<b>0.00</b>	<b>(294.42)</b>	<b>2,816,786.46</b>
2788					-		-			-
2789		<b>Projected Surplus &lt;Deficit&gt;</b>	<b>849,099.12</b>	<b>(471,180.00)</b>	<b>377,919.12</b>	<b>0.00</b>	<b>377,919.12</b>	<b>0.00</b>	<b>300,294.42</b>	<b>678,213.54</b>
2790					-		-			-
2791										
2792										
2793										
2794		<b>STORMWATER MANAGEMENT</b>								
2795		<b>Revenues</b>								
2796		<b>Stormwater Management Charges</b>								
2797		Subtotal;	934,000.00		934,000.00		934,000.00			934,000.00

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2798		<b>Money and Property</b>			-		-			-
2799		Subtotal;	0.00		0.00		0.00			0.00
2800		<b>Transfers and Other Sources</b>			-		-			-
2801		Internal Admin Accounts	0.00		0.00		0.00			0.00
2802		Trsfr from General Fund	0.00		0.00		0.00			0.00
2803		Trsfr from Capital Projects	0.00		0.00		0.00			0.00
2804		Subtotal;	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2805					-		-			-
2806		<b>Total; Stormwater Fund Revenues</b>	<b>934,000.00</b>	<b>0.00</b>	<b>934,000.00</b>	<b>0.00</b>	<b>934,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>934,000.00</b>
2807					-		-			-
2808		<b>Expenditures</b>								
2809		<b>Stormwater Management</b>								
2810		<b>Salaries and Benefits</b>								
2811		Salaries	140,245.15		140,245.15		140,245.15			140,245.15
2815		Overtime	0.00		0.00		0.00			0.00
2816		Benefits	46,071.38		46,071.38		46,071.38			46,071.38
2817		Salaries/Benefits Total	186,316.53	-	186,316.53	0.00	186,316.53	0.00	0.00	186,316.53
2818		Operating			-		-			-
2819		Supplies	7,500.00		7,500.00		7,500.00			7,500.00
2820		Uniforms	1,500.00		1,500.00		1,500.00			1,500.00
2821		Safety boots	840.00		840.00		840.00			840.00
2822		Inlet grates	5,160.00		5,160.00		5,160.00			5,160.00
2823		Fuel and Oil	4,500.00		4,500.00		4,500.00	(220.82)		4,279.18
2824		Telephone	1,800.00		1,800.00		1,800.00			1,800.00
2825		R & M - Equipment	5,000.00		5,000.00		5,000.00	(245.35)		4,754.65
2826		Contract Services	60,200.00		60,200.00		60,200.00			60,200.00
2827		Repair stormdrain inlets	60,200.00		60,200.00		60,200.00			60,200.00
2828		Raingarden & vault maintenance	0.00	-	0.00		0.00			0.00
2829		Fleet Replacement	0.00		0.00		0.00			0.00
2830		Operating Total	79,000.00	-	79,000.00	-	79,000.00	(466.17)		78,533.83
2831		<b>Non-Allocated Expenses</b>					-			-
2832		<b>Debt</b>								
2833		Bond Principal (GO Bonds)	1,330.00		1,330.00		1,330.00			1,330.00
2834		Bond Interest (GO Bonds)	9,495.00		9,495.00		9,495.00			9,495.00
2835		Debt; Subtotal	10,825.00	0.00	10,825.00	0.00	10,825.00	0.00	0.00	10,825.00
2836		<b>Other Expenditures</b>			-		-			-
2837		<b>Depreciation &amp; Adjustments</b>								
2838		Depreciation	1,629.00		1,629.00		1,629.00			1,629.00
2839		Non-Oper Exp Adjust	0.00		0.00		0.00			0.00

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
2										
3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
2840		Depreciation & Adjustments; Subtotal	1,629.00	0.00	1,629.00	0.00	1,629.00	0.00	0.00	1,629.00
2841		<b>Interfund Allocations</b>			-		-			0.00
2842		Administrative Indirect Charges	57,600.00		57,600.00		57,600.00			57,600.00
2843		Furlough Impact	0.00		0.00		0.00			0.00
2844		Admin Charge-Direct	0.00		0.00		0.00			0.00
2845		Admin Charges (CR)	0.00		0.00		0.00			0.00
2846		Interfund Interest	0.00		0.00		0.00			0.00
2847		General Liability Insurance	4,100.00		4,100.00		4,100.00			4,100.00
2848		Trsf to General	590,000.00		590,000.00		590,000.00			590,000.00
2849		Interfund Allocations; Subtotal	651,700.00	-	651,700.00	-	651,700.00	-	-	651,700.00
2850		<b>Total; Non-Allocated</b>	<b>664,154.00</b>	<b>0.00</b>	<b>664,154.00</b>	<b>0.00</b>	<b>664,154.00</b>	<b>0.00</b>	<b>0.00</b>	<b>664,154.00</b>
2851					-		-			-
2852		<b>Total; Stormwater Expenditures</b>	<b>929,470.53</b>	<b>0.00</b>	<b>929,470.53</b>	<b>0.00</b>	<b>929,470.53</b>	<b>0.00</b>	<b>(466.17)</b>	<b>929,004.36</b>
2853					-		-			-
2854		<i>Projected Surplus &lt;Deficit&gt;</i>	<i>4,529.47</i>	<i>0.00</i>	<i>4,529.47</i>	<i>0.00</i>	<i>4,529.47</i>	<i>0.00</i>	<i>466.17</i>	<i>4,995.64</i>
2855					-		-			0.00
2856										
2857										
2858		<b>SIDEWALK REVOLVING</b>								
2859		<b>Revenues</b>								
2860		<b>Sidewalk Management Charges</b>								
2861		Subtotal;	0.00		0.00		0.00			0.00
2862		<b>Transfers and Other Sources</b>								
2863		Internal Admin Accounts	0.00		0.00		0.00			0.00
2864		Trsfr from General Fund	302,413.87		302,413.87		302,413.87			302,413.87
2865		Trsfr from Capital Projects	0.00		0.00		0.00			0.00
2866		Subtotal;	302,413.87	-	302,413.87	-	302,413.87	-	-	302,413.87
2867										
2868		<b>Total; Sidewalk Revolving Revenues</b>	<b>302,413.87</b>	<b>-</b>	<b>302,413.87</b>	<b>-</b>	<b>302,413.87</b>	<b>-</b>	<b>-</b>	<b>302,413.87</b>
2869					-		-			-
2870		<b>Expenditures</b>								
2871		<b>Sidewalk Revolving Fund</b>								
2872		<b>Salaries and Benefits</b>								
2873		Salaries	208,249.06		208,249.06		208,249.06			208,249.06
2874		Overtime	0.00		0.00		0.00			0.00
2875		Benefits	94,164.82		94,164.82		94,164.82			94,164.82
2876		Salaries/Benefits Total	302,413.87	0.00	302,413.87	0.00	302,413.87	0.00	0.00	302,413.87
2877		Operating			-		-			-
2878		Supplies	0.00		0.00		0.00			0.00
2879		Fuel and Oil	0.00		0.00		0.00			0.00
2880		Telephone	0.00		0.00		0.00			0.00
2881		R & M - Equipment	0.00		0.00		0.00			0.00
2882		Contract Services	0.00		0.00		0.00			0.00

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
2										
3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
2883		Capital Expenditures- Improvements	0.00		0.00		0.00			0.00
2884		Operating Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2885		<b>Non Allocated Expenses</b>			-		-			-
2886		<b>Debt</b>								
2887		Bond Principal (GO Bonds)	0.00		0.00		0.00			0.00
2888		Bond Interest (GO Bonds)	0.00		0.00		0.00			0.00
2889		Debt; Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2890		<b>Other Expenditures</b>			-		-			-
2891		<b>Depreciation &amp; Adjustments</b>								
2892		Depreciation	0.00		0.00		0.00			0.00
2893		Non-Oper Exp Adjust	0.00		0.00		0.00			0.00
2894		Depreciation & Adjustments; Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2895		<b>Interfund Allocations</b>			-		-			-
2896		Administrative Indirect Charges	0.00		0.00		0.00			0.00
2897		Admin Charge-Direct	0.00		0.00		0.00			0.00
2898		Admin Charges (CR)	0.00		0.00		0.00			0.00
2899		Interfund Interest	0.00		0.00		0.00			0.00
2900		General Liability Insurance	0.00		0.00		0.00			0.00
2901		Trsf to General	0.00		0.00		0.00			0.00
2902		Interfund Allocations; Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2903		<b>Total; Non-Allocated</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2904					-		-			-
2905		<b>Total; Sidewalk Expenditures</b>	302,413.87	0.00	302,413.87	0.00	302,413.87	0.00	0.00	302,413.87
2906					-		-			-
2907		<i>Projected Surplus &lt;Deficit&gt;</i>	<i>(0.00)</i>	0.00	<i>(0.00)</i>	0.00	<i>(0.00)</i>	0.00	0.00	<i>(0.00)</i>
2908					-		-			-
2909		<i>Summary-by fund</i>								
2910										
2911		<b>General Fund</b>								
2912		Total Revenues	65,553,591.32	1,224,000.00	66,777,591.32	0.00	66,777,591.32	(12,641.00)	264,060.00	67,029,010.32
2913		Total Expenditures	63,728,550.54	607,748.93	64,336,299.47	115,000.00	64,451,299.47	42,521.63	500,182.34	64,994,003.44
2914		Net Surplus <Deficit>	1,825,040.78	616,251.07	2,441,291.85	(115,000.00)	2,326,291.85	(55,162.63)	(236,122.34)	2,035,006.88
2915			0.00		0.00	-	-		0.00	0.00
2916		<b>Water Fund</b>								
2917		Total Revenues	7,501,000.00	-	7,501,000.00	0.00	7,501,000.00	0.00	0.00	7,501,000.00
2918		Total Expenditures	7,195,769.57	83,760.00	7,279,529.57	0.00	7,279,529.57	120,000.00	(2,257.24)	7,397,272.33
2919		Net Surplus <Deficit>	305,230.43	(83,760.00)	221,470.43	0.00	221,470.43	(120,000.00)	2,257.24	103,727.67
2920			0.00		-	-	-		0.00	0.00
2921		<b>Wastewater Fund</b>								
2922		Total Revenues	7,661,148.00	-	7,661,148.00	0.00	7,661,148.00	0.00	0.00	7,661,148.00
2923		Total Expenditures	6,996,875.29	150,000.00	7,146,875.29	0.00	7,146,875.29	0.00	(61,373.96)	7,085,501.33
2924		Net Surplus <Deficit>	664,272.71	(150,000.00)	514,272.71	0.00	514,272.71	0.00	61,373.96	575,646.67
2925			0.00		-	-	-		0.00	(0.00)
2926		<b>Parking Fund</b>								

	A	B	Q	Z	AA	AB	AC	AD	AE	AF
1										
2										
3		<b>Budget Request FY 2014</b>	<b>FY 14 Proposed Budget Level Service</b>	<b>City Manager's Changes</b>	<b>City Manager Proposal</b>	<b>Mayor's Changes</b>	<b>Mayor's Budget</b>	<b>Tech Changes - Finance Department</b>	<b>Finance Committee Changes</b>	<b>Finance Committee Proposed</b>
2927		Total Revenues	5,660,000.00	-	5,660,000.00	0.00	5,660,000.00	89,011.00	290,000.00	6,039,011.00
2928		Total Expenditures	5,599,010.37	-	5,599,010.37	0.00	5,599,010.37	350,000.00	90,000.00	6,039,010.37
2929		Net Surplus <Deficit>	60,989.63	-	60,989.63	0.00	60,989.63	(260,989.00)	200,000.00	0.63
2930			0.00		-		-		0.00	-
2931		<b>Transportation Fund</b>								
2932		Total Revenues	3,964,568.00	-	3,964,568.00	0.00	3,964,568.00	60,000.00	836,730.56	4,861,298.56
2933		Total Expenditures	4,932,488.02	11,500.00	4,943,988.02	0.00	4,943,988.02	68,163.00	(150,852.46)	4,861,298.56
2934		Net Surplus <Deficit>	(967,920.02)	(11,500.00)	(979,420.02)	0.00	(979,420.02)	(8,163.00)	987,583.02	(0.00)
2935			0.00		-		-		0.00	0.00
2936		<b>Dock Fund</b>								
2937		Total Revenues	955,000.00	-	955,000.00	0.00	955,000.00	67,000.00	0.00	1,022,000.00
2938		Total Expenditures	940,508.98	14,037.50	954,546.48	0.00	954,546.48	92,000.00	(25,000.00)	1,021,546.48
2939		Net Surplus <Deficit>	14,491.02	(14,037.50)	453.52	0.00	453.52	(25,000.00)	25,000.00	453.52
2940			0.00		-		-		0.00	-
2941		<b>Market Fund</b>								
2942		Total Revenues	194,871.22	0.00	194,871.22	0.00	194,871.22	0.00	0.00	194,871.22
2943		Total Expenditures	194,871.22	0.00	194,871.22	0.00	194,871.22	0.00	0.00	194,871.22
2944		Net Surplus <Deficit>	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00
2945			0.00		-		-		-	-
2946		<b>Refuse Fund</b>								
2947		Total Revenues	3,495,000.00	(300,000.00)	3,195,000.00	0.00	3,195,000.00	0.00	300,000.00	3,495,000.00
2948		Total Expenditures	2,645,900.88	171,180.00	2,817,080.88	0.00	2,817,080.88	0.00	(294.42)	2,816,786.46
2949		Net Surplus <Deficit>	849,099.12	(471,180.00)	377,919.12	0.00	377,919.12	0.00	300,294.42	678,213.54
2950			0.00		-		-		-	(0.00)
2951		<b>Stormwater Fund</b>								
2952		Total Revenues	934,000.00	-	934,000.00	0.00	934,000.00	0.00	0.00	934,000.00
2953		Total Expenditures	929,470.53	-	929,470.53	0.00	929,470.53	0.00	(466.17)	929,004.36
2954		Net Surplus <Deficit>	4,529.47	-	4,529.47	0.00	4,529.47	0.00	466.17	4,995.64
2955			0.00		-		-		-	0.00
2956		<b>Sidewalk Fund</b>								
2957		Total Revenues	302,413.87	-	302,413.87	0.00	302,413.87	0.00	0.00	302,413.87
2958		Total Expenditures	302,413.87	-	302,413.87	0.00	302,413.87	0.00	0.00	302,413.87
2959		Net Surplus <Deficit>	(0.00)	-	(0.00)	0.00	(0.00)	0.00	0.00	(0.00)
2960			0.00		-		-		-	-
2961		<b>Total City</b>								
2962		Total Receipts and Sources	96,221,592.41	924,000.00	97,145,592.41	0.00	97,145,592.41	203,370.00	1,690,790.56	99,039,752.97
2963		Total Expenditures and Uses	93,465,859.28	1,038,226.43	94,504,085.71	115,000.00	94,619,085.71	672,684.63	349,938.09	95,641,708.43
2964		Net Surplus <Deficit>	2,755,733.13	(114,226.43)	2,641,506.70	(115,000.00)	2,526,506.70	(469,314.63)	1,340,852.47	3,398,044.54
2965			0.00		-		-		-	0

- Mayor Cohen requested the record reflect Alderman Paone voting no to the substitution of the Finance Committee's Proposed Revised Budget dated June 4, 2013.

The main motion as amended CARRIED on voice vote.

- Alderman Arnett moved to adopt O-8-13 amended on third reading. Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge,  
Alderwomen Hoyle, Finlayson, Alderman Littmann

NAYS: Alderman Paone

CARRIED: 8/1

- Alderwoman Finlayson moved to consider new business items after 11:00 p.m. Seconded. CARRIED on voice vote.

**O-9-13 Capital Improvement Budget: FY 2014 – For the purpose of adopting a capital improvement budget for the Fiscal Year 2014.**

Assistant City Manager Burke gave a brief presentation and answered questions from Council.

- Alderman Arnett moved to adopt O-9-13 on second reading. Seconded.

The Finance Committee reported favorably with amendments on O-9-13.

- Alderwoman Finlayson moved to amend R-12-13 as follows:

CIP Revisions for consideration by Finance Committee on May 7, 2013

In Revised Pages

1. Page 25: ATP Capital Projects: Transportation Facility (from 4/25/13 meeting)

New pages

2. Water Treatment Plant
3. Chesapeake Children's Museum
4. Parking Facility Upgrades (from 4/25/13 meeting)
5. Future year projects: detail pages

- a. Truxton Park Skatepark
- b. Generator Installation Program
- c. Payroll Time/Attendance System
- d. Admiral Heights Entrance Median

6. Project Scoring – Appendix B

Correct cross-references

7. Page 7 & 8: FY14 Capital Budget – Source of Funds
8. Page 9 & 10: Summary FY14 – FY19 – Total Project Cost. Seconded. CARRIED on voice vote.

- Alderman Budge moved to amend O-9-13 as follows:

Alderman Budge Amendment (in red)  
O-9-13 and R-12-13

Capital Budget and Capital Improvement Program

Capital Improvement Program - Proposed

FY2014-FY2019

Project Detail  
Revision proposed 6/10/13

<b>Project Title</b> City Dock Infrastructure	<b>Project Number:</b> TBD	<b>Initiating Department</b> Planning & Zoning
<b>Asset Category</b>	<b>Asset Number</b>	<b>Priority Score</b> 61 – Stormwater/Flooding Component 54 – Bulkhead Component
<b>Project Description</b> Improvements to infrastructure in the City Dock area; area is defined in the City Dock Master Plan. Project encompasses stormwater management infrastructure, flood protection, and phase 2 of bulkhead replacement. Improvements to public space, public access, and circulation may be addressed with this project. Project may encompass land use and redevelopment recommendations in the City Dock Master Plan, and is coordinated with other capital projects in the vicinity.		
<b>Regulatory or Legal Mandates</b> Public safety associated with City-owned infrastructure.		<b>Operational Necessity</b> Project will address monthly flooding of City Dock surface lots and Compromise Street, and will address deterioration associated with the existing bulkhead.
<b>Prior Funding</b> FY13 \$275,000 under 'City Dock Development'		<b>Non-City sources of funding</b> <del>Pending:</del> Federal grant: \$1.5M (Boating Infrastructure Grant) Pending: EPARM application for Valve Installation: \$85,000
<b>FY14 Budget commitment allows project stage:</b> Design & Construction		<b>Project Years</b> FY14 – FY15
		<b>Total Project Budget</b>

Expenditure Schedule	Budget	5-Year Capital Plan					FY14 - FY19 Total
	Proposed FY14	Proposed FY15	Proposed FY16	Proposed FY17	Proposed FY18	Proposed FY19	
Land Acquisition							
Project Planning							
Installation: Backflow Valves		192,916					192,916
Design-Stormwater Mngmt.	558,960						558,960
Design/Construction-DB Bulkhead	6,567,945						6,567,945
Construction-Stormwater Mngmt.		4,792,483					4,792,483
Construction Project Mngmt	357,500	100,000					457,500
IT Costs							
Furniture Fixtures Equipment							
<b>Total</b>	<b>7,484,405</b>	<b>5,085,399</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12,569,804</b>
<b>Funding Schedule</b>							
Bond funds	5,150,445	5,000,399					10,150,844
Bond funds (FY13)	275,000						275,000
Operating funds							0
Federal Grant (Construction)	1,500,000						1,500,000
Stormwater Fund	558,960						558,960
State Grant (OEM/Valves)		85,000					85,000
<b>Total</b>	<b>7,484,405</b>	<b>5,085,399</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12,569,804</b>

Seconded. CARRIED on voice vote.

The main motion as amended CARRIED on voice vote.

- Alderman Pfeiffer moved to adopt O-9-13 amended on third reading. Seconded.

A ROLL CALL vote was taken:

YEAS: Mayor Cohen, Aldermen Kirby, Pfeiffer, Arnett, Budge, Paone, Alderwomen Hoyle, Finlayson, Alderman Littmann

NAYS:

CARRIED: 9/0

ORDINANCE – 1<sup>ST</sup> READER

**O-25-13 Office or Studio of a Professional Person in the C1 (Conservation Residence) Zoning District - For the purpose of eliminating the office or studio of a professional person as a special exception subject to standards in the C1 – Conservation Residence zoning district.**

- Alderman Budge moved to adopt O-25-13 on first reader. Seconded. CARRIED on voice vote

Referred to the Rules and City Government Committee and the Planning Commission.

**O-26-13 Pet Grooming Facilities – For the purpose of separately defining a “pet grooming facility” from a “personal care establishment,” and making a “pet grooming facility” a use subject to standards in all zoning districts that currently allow personal care establishments.**

- Alderman Arnett moved to adopt O-26-13 on first reader. Seconded. CARRIED on voice vote

Referred to the Rules and City Government Committee and the Planning Commission.

The order of the agenda was amended to allow for the reconsideration of O-19-13.

RECONSIDERATION OF O-19-13 ON 1<sup>ST</sup> READER

**O-19-13 For the purpose of adding current and projected school capacity of Annapolis Feeder System schools geographically located within the City of Annapolis to the list of development review criteria and findings; and specifying duties of the Director of Planning and Zoning regarding school capacity.**

- Alderman Littmann moved to adopt O-26-13 on first reader. Seconded. CARRIED on voice vote

Referred to the Rules and City Government Committee and the Planning Commission.

The order of the agenda was resumed.

BUSINESS AND MISCELLANEOUS

**1. Revised Community Development Block Grant Allocations**

Planning and Zoning Director Arason gave a brief presentation and answered questions from Council.

HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE  
RECOMMENDATION FOR ACTION

May 30, 2013

The Planning and Zoning Department hereby submits to the City Council the following matter for the action indicated:

Revised Allocation of FY 2014 Community Development Block Grant funding for Capital and Public Service Projects.

On May 30, 2013, the U.S. Department of Housing and Urban Development provided the City with the final amount of the City's Community Development Block Grant allocation for FY 2014 which is \$247,308. On April 8, 2013, the City Council approved projects based on an estimated amount. At its April 1 meeting, the Housing and Community Development Committee, which makes the project funding recommendation to the City Council, authorized the Chief of Community Development to adjust the funding amount for each project based on the percentage of change in the allocation. (Minutes attached)

The new project funding amounts are summarized in the attached spreadsheet.

RECOMMENDATION: Approve the updated allocations of CDBG funds to capital and service projects.

Planning and Zoning Director Arason gave a brief presentation and answered questions from council.

- Aldermen Littmann moved to approve the Revised Housing and Community Development Committee Recommendation for Action dated May 30, 2013. Seconded. CARRIED on voice vote.

## 2. FY2014 Towing Licenses

- Alderman Pfeiffer moved to approve the FY2014 Towing for For Spa, Inc t/a Mason's Towing Company and JP Towing Service, LLC t/a JP Towing Service Towing and Masons. Seconded. CARRIED on voice vote.

## 3. Budget Revision Requests

Finance Director Miller gave a brief presentation on the request and answered questions from Council.

The Finance Committed reported favorably on budget revision request control number GT-23-13 and GT-24-13.

**Control Number GT-23-13 Department Finance dated 28-May-2013 Transfer to General Sidewalks \$ 260,000.00 from 2012 Bond Proceeds \$260,000.00 Justification for request: The intent of this revision is to repurpose \$260,000 of 2012 bond funds that were originally designated on the bond ordinance for private capital. It is being recommended that these funds be repurposed to General Sidewalk project.**

&

**Control Number GT-24-13 Department Recreation dated 20-May-2013 To transfer funds from the contingency reserve, current balance \$200, 811, to provide funds to purchase 3 walk-behind blowers to clean various sporting courts and parking lots at Pip Moyer Rec Center cost is \$4,800. To fund cost of remote light controllers so light can be turned on and off from remote locations cost is \$26,400.00. To provide funds to purchase full length lockers for the shower rooms cost is \$4,500, and to fund lane Lines for Truxtun Pool, cost is \$2,500. Current Lane markers are 10 years old. To provide funds to purchase wood fiber mulch for the playgrounds at Pip Moyer Rec Center cost is \$4,300.**

- Alderman Arnett moved to approve budget revision request control number GT-23-13, and GT-24-13. Seconded. CARRIED on voice vote.

Upon motion duly made, seconded and adopted, the meeting was adjourned at 11:47 p.m.

Regina C. Watkins-Eldridge, MMC  
City Clerk

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**CITY COUNCIL OF THE  
City of Annapolis**

**Ordinance No. O-7-13**

**Sponsor: Mayor Cohen**

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	180 Day Rule
5/13/13			11/8/13
Referred to	Referral Date	Meeting Date	Action Taken
Rules and City Gov't	5/13/13		
Planning Commission	5/13/13		

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**A ORDINANCE** concerning

10

**Establishment of a New Zoning District: Waterfront City Dock, Phase One**

11  
12

**FOR** the purpose of implementing Phase One of the recommendations of the City Dock Master Plan by establishing a new zoning district - the Waterfront City Dock Zone.

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**BY** repealing and re-enacting with amendments the following portions of the Code of the City of Annapolis, 2012 Edition

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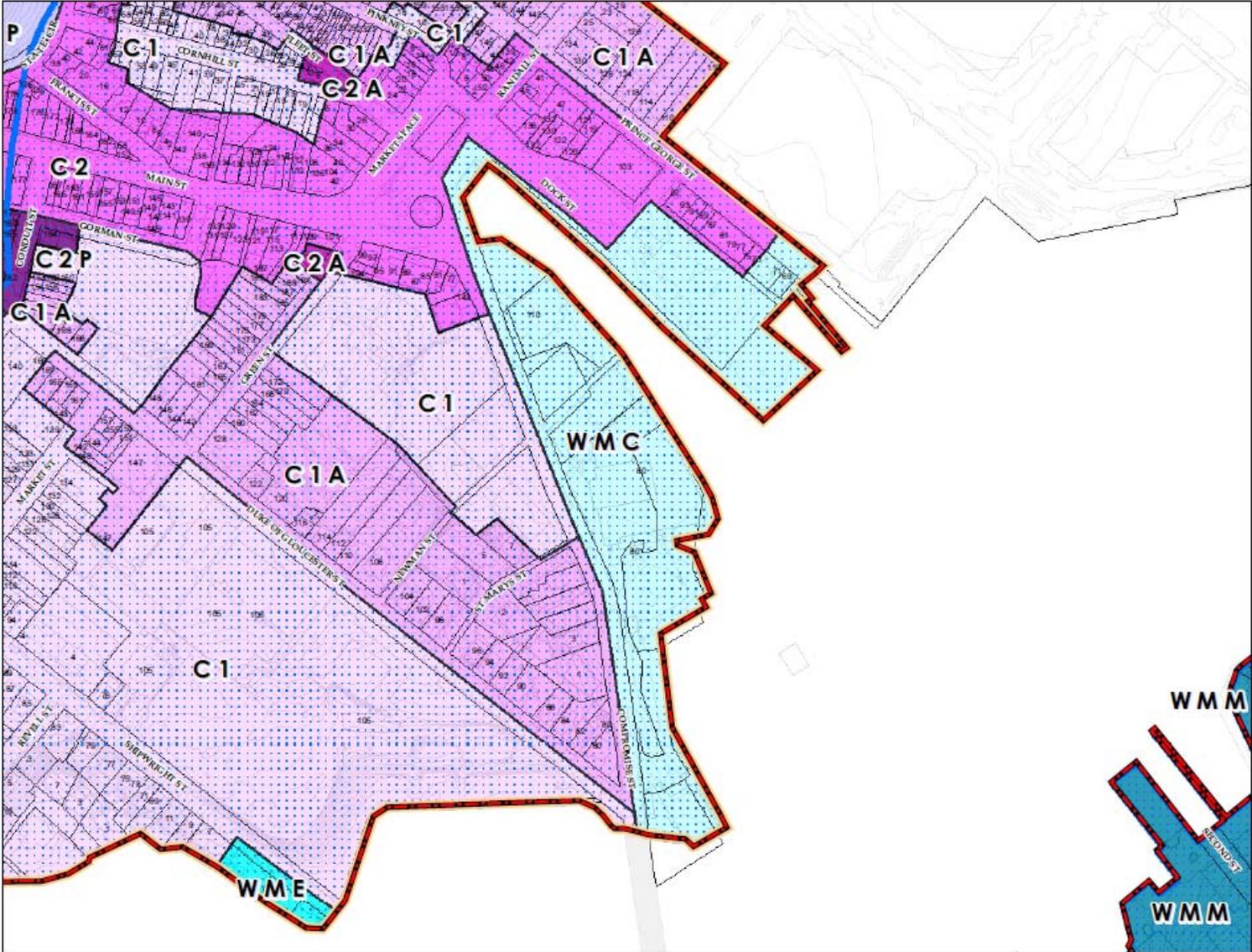
- Section 21.06.010
- Section 21.22.050
- Section 21.24.010
- Section 21.24.020
- Section 21.24.050
- Section 21.24.060
- Section 21.24.090
- Section 21.34.040
- Section 21.48.041
- Section 21.50.280
- Section 21.54.080
- Section 21.56.170
- Section 21.56.180
- Section 21.60.060
- Section 21.64.291
- Section 21.64.371
- Section 21.64.430
- Section 21.64.470
- Section 21.70.100
- Section 21.72.010

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**BY** adding the following portions to the Code of the City of Annapolis, 2012 Edition  
Section 21.46.060

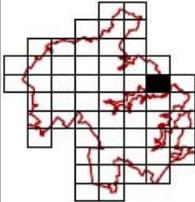
- 1   **WHEREAS,** the City of Annapolis has been a waterfront destination for over 300 years and  
2   the downtown district was prestigiously named a National Historic Landmark in  
3   1965; and  
4
- 5   **WHEREAS,** the importance of water and history to the spirit of Annapolis is paramount and  
6   both influences have long shaped City Dock and its surrounding environment;  
7   and  
8
- 9   **WHEREAS,** while many character-defining features remain, the quantity and quality of  
10   pedestrian space and public access to the waterfront detracts from City Dock's  
11   overall historic character; and  
12
- 13   **WHEREAS,** the 2009 Comprehensive Plan for the City of Annapolis states that "City Dock  
14   and its environs are fundamental to the City's character and identity as a small  
15   seaport town with a rich history." The American Planning Association has  
16   designated Main Street as one of 'Ten Great Streets in America' for its role as a  
17   living museum; a place that makes significant contributions to Annapolis'  
18   downtown economy; and for its physical and visual connection to its history,  
19   maritime culture, and architectural character. The Comprehensive Plan called for  
20   developing a plan that would enhance City Dock and its environs; and  
21
- 22   **WHEREAS,** the City Dock Advisory Committee (CDAC) was established in September 2010  
23   to advise the City on rejuvenating City Dock. The CDAC recommended  
24   rebalancing open areas from automobile-oriented space to pedestrian-oriented  
25   space, advocated for flexible space that can serve a variety of functions,  
26   proposed new ways of managing City Dock and the events that take place there,  
27   and called for the use of public art to serve as a main attraction in the area.  
28   Together, these goals helped shape the creation of the City Dock Master Plan for  
29   revitalizing City Dock; and  
30
- 31   **WHEREAS,** this proposed ordinance would implement Phase One of the recommendations of  
32   the City Dock Master Plan by establishing a new zoning district - the Waterfront  
33   City Dock Zone.  
34  
35

# Existing Zoning



## MAP 24

16	17	
23	24	25
30	31	32



- - - City Boundary
- Historical District
- OCDD District
- Critical Area Boundary

Note: The Critical Area boundary is approximate and included only for reference. Please refer to the Official Critical Area maps.

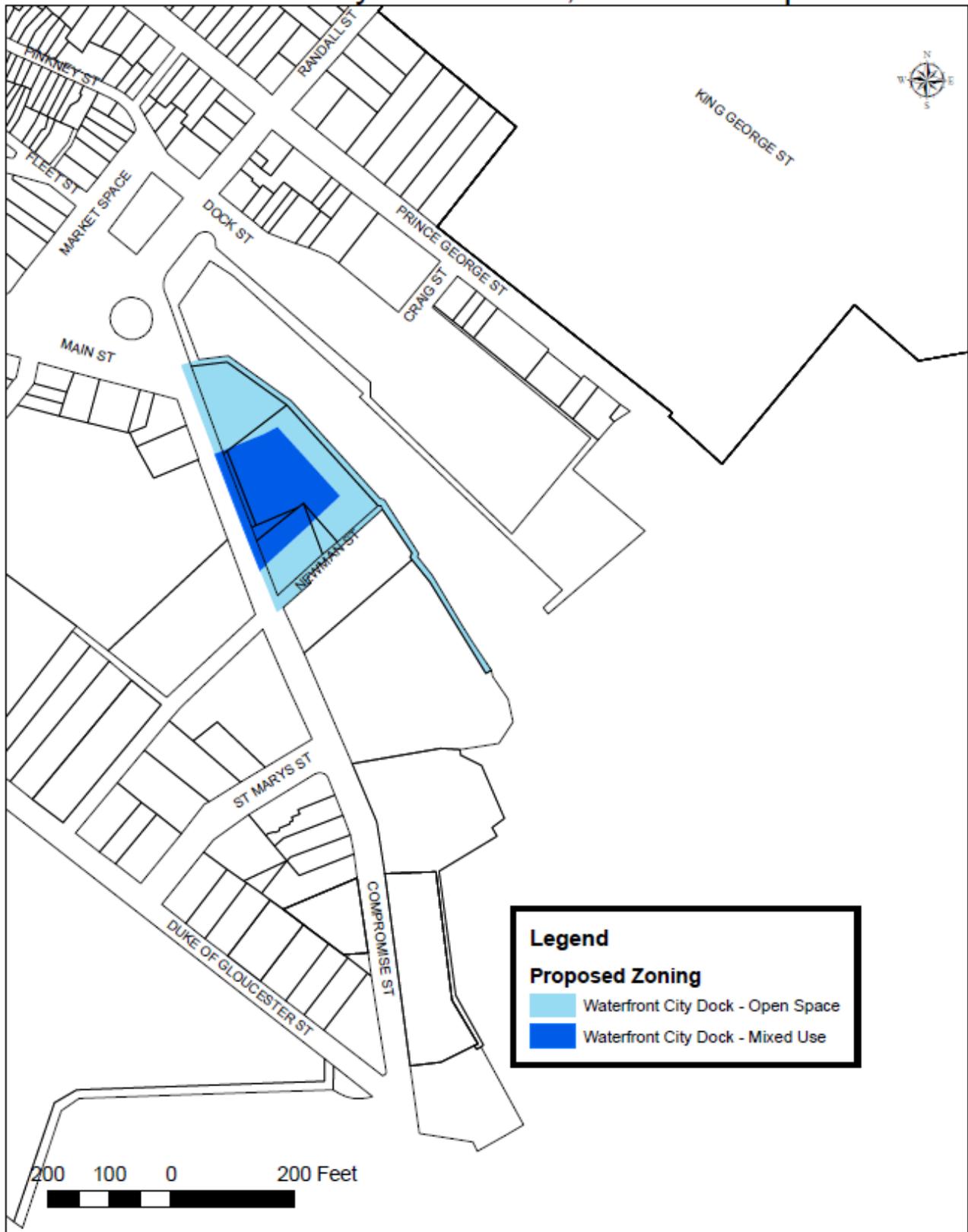


1:2,400

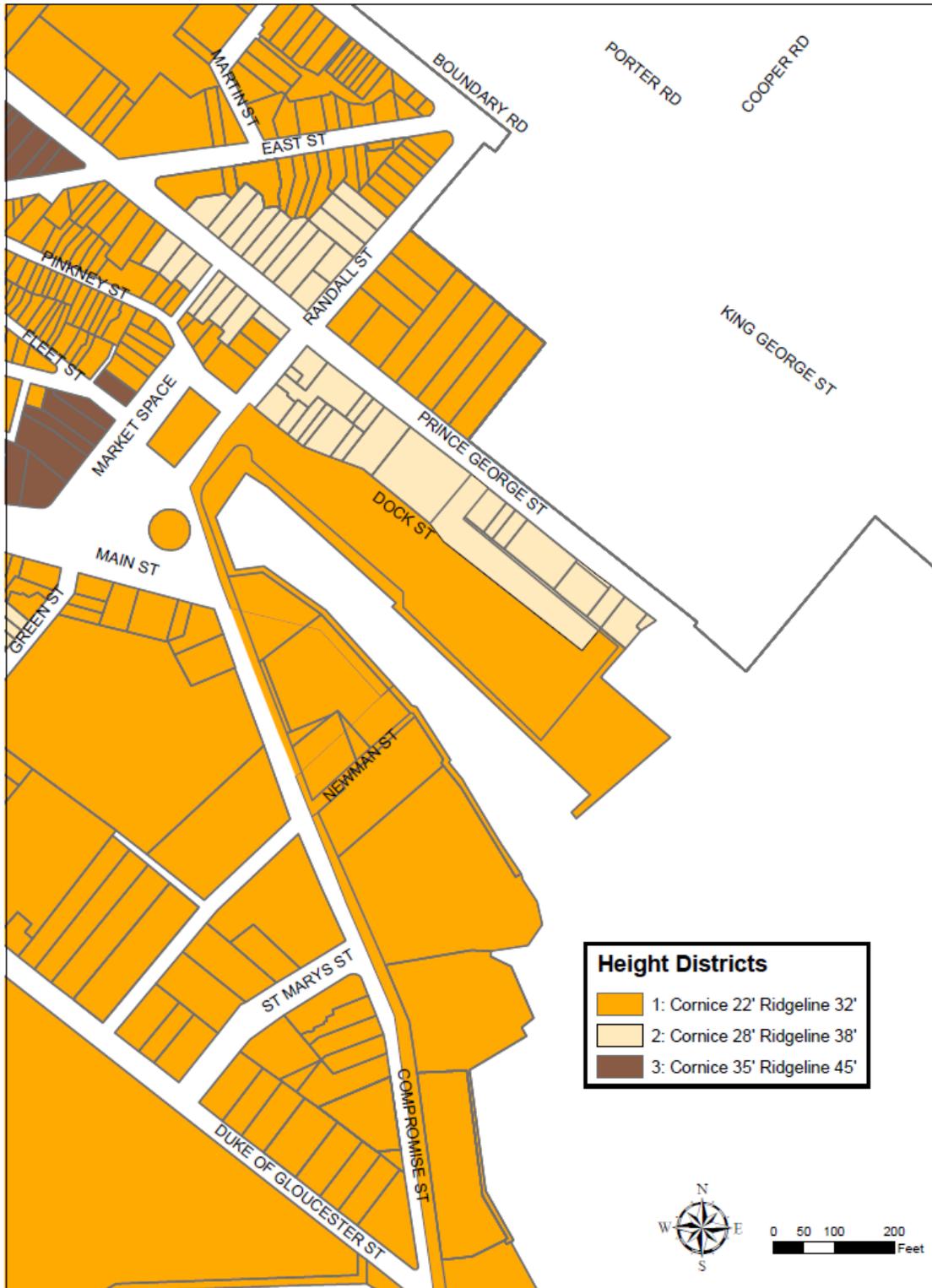
**City of Annapolis, Maryland Comprehensive Zoning**

Created : December 2005  
Adopted :

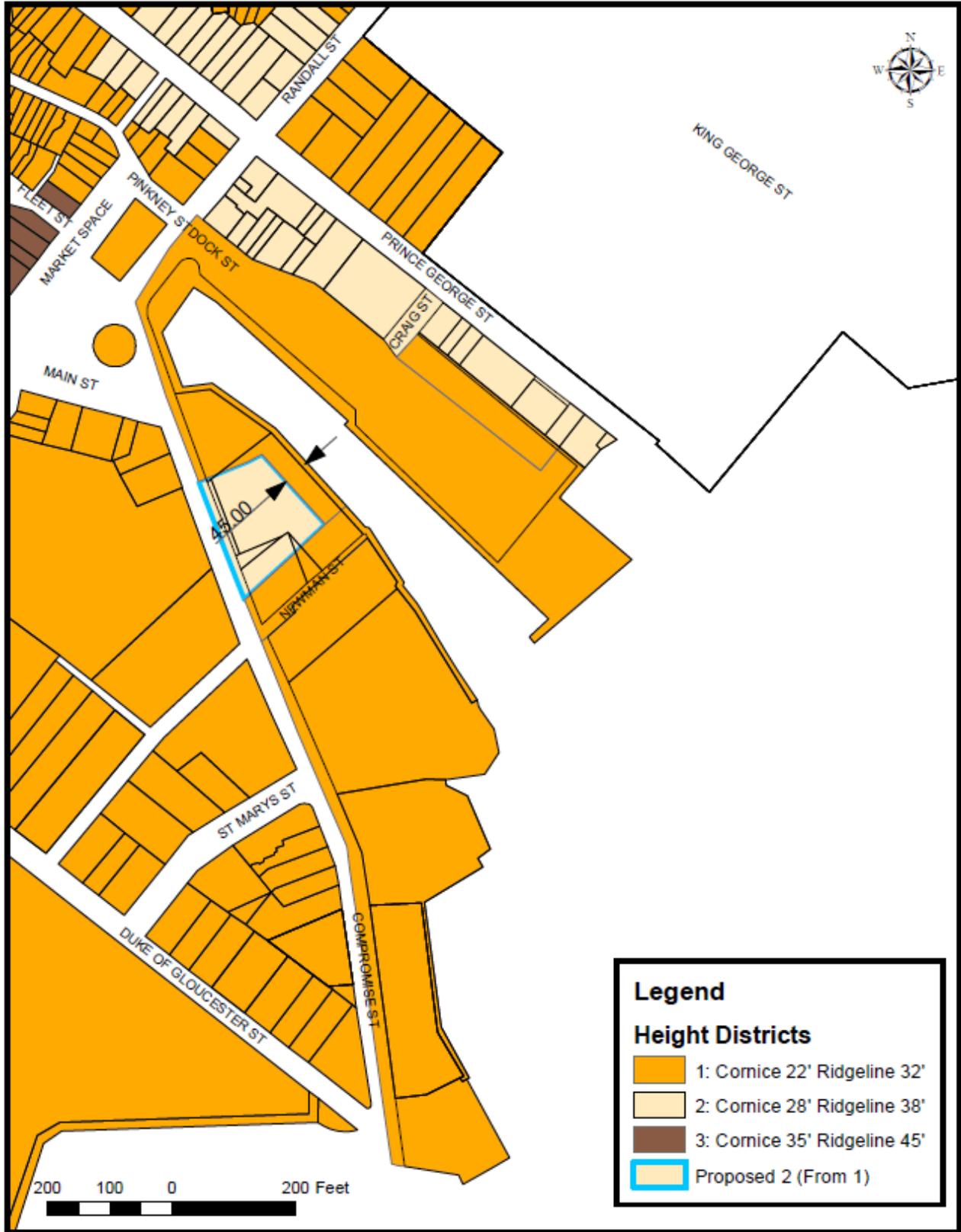
# Waterfront City Dock Zone, Phase I Proposed



# Historic District Special Height Districts at City Dock, Existing



# Historic District Special Height Districts at City Dock, Phase I Proposed



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

**Chapter 21.06 - Zoning Districts and Mapping**

**Section 21.06.010 - Establishment of zoning districts.**

For the purpose of this Zoning Code the City is organized into the following zoning districts:

A. Residence districts:

R1	Single-Family Residence
R1-A	Single-Family Residence
R1-B	Single-Family Residence
R2	Single-Family Residence
R2-NC	Single-Family Residence Neighborhood Conservation
R3	General Residence
R3-NC	General Residence Neighborhood Conservation
R3-NC2	General Residence Neighborhood Conservation 2
R3-R	General Residence Neighborhood Revitalization
R4	General Residence
R4-R	General Residence Neighborhood Revitalization
C1	Conservation Residence
C1A	Special Conservation Residence

B. Commercial and industrial districts:

B1	Convenience Shopping
B2	Community Shopping
B3	General Commercial
B3 CD	General Commercial Corridor Design
BCE	Business Corridor Enhancement
BR	Business Revitalization
C2	Conservation Business
C2A	Special Conservation Business
PM2	Professional Mixed Office Park
I1	Light Industrial

C. Office and mixed use districts:

P	Professional Office
---	---------------------

MX	Mixed Use
PM	Professional Mixed Office
C2P	Special Conservation Professional

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D. Waterfront maritime districts:

WMC	Waterfront Maritime Conservation
WMM	Waterfront Mixed Maritime
WMI	Waterfront Maritime Industrial
WME	Waterfront Maritime Eastport
WCD	WATERFRONT CITY DOCK

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E. Overlay districts:

	Critical Area
	Historic District
	Office and Commercial Design

5

6 **Chapter 21.22 – Site Design Plan Review**

7 **Section 21.22.050 - Waivers.**

- 8 A. Request for Waiver. Upon request by an applicant, and depending upon the size, scope  
9 and potential impacts of a proposed development or activity, the Planning and Zoning  
10 Director may waive the requirement for submission of a preliminary plan or other major site  
11 design plan application submission requirements. If the Planning and Zoning Director  
12 waives the requirement for a preliminary plan, the Director may require that any information  
13 required to be shown on that plan be shown on subsequent plans submitted by the  
14 applicant.
- 15 B. Decision on Waiver. In deciding whether to grant requested waivers, the Planning and  
16 Zoning Director will consider any special conditions peculiar to a site and whether  
17 information required is inappropriate or unnecessary. The Planning and Zoning Director  
18 may waive submission requirements if the Director finds that the waiver will not be  
19 detrimental to the public health, safety, or general welfare or have the effect of nullifying the  
20 intent and purpose of the site design plan submission, the [Comprehensive Plan] PLAN; AS  
21 DEFINED IN SECTION 21.72.010, or this chapter; and that the application materials to be  
22 provided are adequate to make the required findings based on the criteria set forth below in  
23 Section 21.22.080.

24

25 **Chapter 21.24 – Planned Developments**

1 **Section 21.24.010 - Purposes, authority and types.**

2 A. Purposes. The purposes of planned developments are as follows:

- 3 1. To allow greater flexibility in order to encourage more creative design for the  
4 development of land than is generally possible under conventional zoning district  
5 regulations.
- 6 2. To promote orderly and thorough planning and review procedures that will result in  
7 quality design and counteract the negative effects of monotonous design.
- 8 3. To allow the grouping of buildings and a mix of land uses with an integrated design and  
9 a coordinated physical plan.
- 10 4. To promote development in a manner that protects significant natural resources and  
11 integrates natural open spaces into the design of a development project.
- 12 5. To encourage a design that takes into account the natural characteristics of the site in  
13 the placement of structures.
- 14 6. To promote development that is compatible with the goals of the [Comprehensive Plan]  
15 PLAN, AS DEFINED IN SECTION 21.72.010.
- 16 7. TO PROMOTE A DESIGN THAT TAKES INTO ACCOUNT THE HISTORIC AND  
17 CULTURAL CONTEXT ESTABLISHED BY THE SURROUNDING BUILT  
18 ENVIRONMENT.

19

20 B. Types of Planned Developments, Where Permitted.

- 21 1. There are [three] FOUR types of planned developments: residential planned  
22 development, business planned developments, [and] special mixed planned  
23 developments AND WATERFRONT PLANNED DEVELOPMENTS.
- 24 2. Planned developments may be permitted only where listed in the use tables for specific  
25 zoning districts in Chapter 21.48 of this Zoning Code.

26 C. Authority to Approve. The Planning Commission is authorized to decide applications for  
27 planned developments.

28

29 **Section 21.24.020 - Use regulations for planned developments.**

30 A. Residential Planned Development.

- 31 1. Except for uses specifically prohibited by the Zoning Code in the district that is the  
32 subject of the application, a residential planned development may consist of the  
33 following uses:
  - 34 a. Uses that are allowed as permitted uses, uses subject to standards or special  
35 exception uses in any residential district, which uses are allowed as permitted  
36 uses if included within and approved as part of a residential planned development.
  - 37 b. Up to ten percent of the ground area or gross floor area of a residential planned  
38 development may consist of uses that are allowed as permitted uses or as uses  
39 subject to standards in the B1 District.

1 2. No more than thirty percent of the ground area or of the gross floor area of the  
2 development may be devoted to planned development uses.

3 B. Business Planned Development.

4 1. Except for uses specifically prohibited by the Zoning Code in the district that is the  
5 subject of the application, a business planned development may consist of the  
6 following uses:

7 a. All uses allowed as a permitted use, use subject to standards, or special exception  
8 use in the zoning district in which the business planned development is located,  
9 which uses are allowed as permitted uses if included within and approved as part  
10 of a business planned development.

11 b. For business planned developments located in the B1, B2, B3, BCE, P, and MX  
12 districts, a business planned development may include all uses allowed in any  
13 residential district as a permitted use, use subject to standards, or as a special  
14 exception.

15 2. No more than fifteen percent of the ground area or of the gross floor area of the  
16 development may be devoted to planned development uses.

17 C. Special Mixed Planned Development.

18 1. Except for uses specifically prohibited by the Zoning Code in the district that is the  
19 subject of the application, a special mixed planned development may consist of all  
20 uses allowed as a permitted use, use subject to standards, or as a special exception in  
21 any zoning district, which uses are allowed as permitted uses if included within and  
22 approved as part of a special mixed planned development.

23 2. No more than thirty percent of the ground area or of the gross floor area of the  
24 development may be devoted to planned development uses.

25 D. WATERFRONT PLANNED DEVELOPMENT.

26 1. ALL USES SPECIFICALLY ALLOWED AS A PERMITTED USE, USE SUBJECT TO  
27 STANDARDS, OR SPECIAL EXCEPTION USE IN THE ZONING DISTRICT IN  
28 WHICH A WATERFRONT PLANNED DEVELOPMENT IS LOCATED, ARE ALLOWED  
29 AS PERMITTED USES IF INCLUDED AND APPROVED AS PART OF A  
30 WATERFRONT PLANNED DEVELOPMENT.

31 2. RESIDENTIAL AND PROFESSIONAL OR BUSINESS OFFICE (EXCEPT FOR  
32 MARITIME OFFICE USES) SHALL NOT BE PERMITTED ON THE GROUND FLOOR  
33 OF A WATERFRONT PLANNED DEVELOPMENT.

34

35 **Section 21.24.050 - Bulk and density standards.**

36 A. Bulk Standards. The Planning Commission may adjust bulk standards, other than height,  
37 that are otherwise applicable in the zoning district.

38 B. Density Standards. The following density standards shall apply to planned developments:

39 1. In a residential planned development, the maximum number of dwelling units may not  
40 exceed the number of units determined by dividing the gross development area by the  
41 minimum lot area per dwelling unit (or per dwelling unit type if a mix of units is  
42 proposed) required by the district or districts in which the development is located.

1 Gross development area shall be the area of the zoning lot as a whole. The area of  
2 land set aside for common open space or recreational use may be included in  
3 determining the number of dwelling units permitted. If the gross development area of  
4 the property includes property within the Resource Conservation Area of the Critical  
5 Area Overlay, density shall be determined, as per Section 20.24.130(G) and (H).

6 2. In a business or special mixed planned development, the maximum number of dwelling  
7 units may not exceed the number of units determined by dividing the gross residential  
8 development area by the minimum lot area per dwelling unit required by the R4 district.

9 3. IN A WATERFRONT PLANNED DEVELOPMENT, THE MAXIMUM NUMBER OF  
10 DWELLING UNITS SHALL BE DETERMINED THROUGH APPLICATION OF THE  
11 FLOOR AREA RATIO (FAR) STANDARD SET FORTH IN SECTION 21.50.315  
12 PROVIDED THE MINIMUM DWELLING UNIT SIZES REQUIRED BY CITY CODE  
13 AND OTHER REGULATIONS OF THIS CHAPTER ARE MET.

14  
15 **Section 21.24.060 - Common open space.**

16 Planned developments shall provide for common open space as follows:

17 A. Common open space may include parks, playgrounds, parkways, ALLEYWAYS,  
18 medians, landscape green spaces, WALKWAYS, PROMENADES, PLAZAS, schools,  
19 community centers or other similar areas in public ownership or covered by an open  
20 space easement or controlled by a homeowners association. UP TO 25 PERCENT OF  
21 THE AREA DEDICATED TO ANY PLANTED LANDSCAPED OR BIO-RETENTION  
22 AREA REQUIRED TO SATISFY ANY CRITICAL AREA MITIGATION  
23 REQUIREMENTS MAY BE COUNTED TOWARD MEETING THE OPEN SPACE  
24 REQUIREMENTS SET FORTH IN 21.24.060.

25 B. The area of common open space provided shall be equivalent to twenty percent of the  
26 total ground area in residential planned developments, [and] five percent of the total  
27 ground area in business and special mixed planned developments, AND TEN  
28 PERCENT OF THE GROSS FLOOR AREA OF WATERFRONT PLANNED  
29 DEVELOPMENTS.

30 C. Planned development applications shall include provisions for the ownership,  
31 conservation, and maintenance of the common open space.

32 D. THE COMMON OPEN SPACE REQUIREMENT FOR WATERFRONT PLANNED  
33 DEVELOPMENTS MAY BE MET THROUGH COMPARABLE OFF-SITE  
34 IMPROVEMENT TO THE OPEN SPACE AND RELATED AMENITIES CONTAINED  
35 WITHIN THE BOUNDARIES OF THE ADOPTED PLAN WHEREIN THE PROJECT IS  
36 LOCATED. OFF-SITE IMPROVEMENTS THAT ARE ADJACENT TO OR IN CLOSE  
37 PROXIMITY TO THE SITE SHALL BE ACCORDED PRIORITY IN MEETING THIS  
38 STANDARD.

39 **Section 21.24.090 - Planned development review criteria and findings.**

40 In deciding planned development applications the Planning Commission shall make written  
41 findings based on the following:

- 1 A. The planned development is compatible with the character of the surrounding  
2 neighborhood and the [Comprehensive Plan] PLAN, AS DEFINED IN SECTION  
3 21.72.010, and the purposes of planned developments.
- 4 B. The proposed locations of buildings, structures, open spaces, landscape elements, and  
5 pedestrian and vehicular circulation systems are adequate, safe, and efficient and  
6 designed to minimize any adverse impact upon the surrounding area.
- 7 C. The planned development will promote high quality design and will not result in greater  
8 adverse impacts to the surrounding area compared to the development that may  
9 otherwise be permitted pursuant to the Zoning Code if a planned development were  
10 not approved.
- 11 D. The planned development complies with the planned development use standards and  
12 bulk and density standards.
- 13 E. The planned development complies with the Site Design Plan Review criteria provided  
14 in Section 21.22.080
- 15 F. The planned development plan includes adequate provision of public facilities and the  
16 proposed infrastructure, utilities and all other proposed facilities are adequate to serve  
17 the planned development and adequately interconnect with existing public facilities.

18

## 19 **Chapter 21.34 – Zoning Map Amendments**

### 20 **Section 21.34.040 - Planning Commission review criteria and findings.**

21 The Planning Commission shall not recommend the adoption of a proposed zoning map  
22 amendment unless it finds that the adoption of the amendment is in the public interest and is not  
23 solely for the interest of the applicant. The Planning Commission may recommend the adoption  
24 of an amendment changing the zoning classification of the property to a more restrictive district  
25 than that requested by the applicant. The Planning Commission shall make findings based upon  
26 the evidence presented to it in each specific case with respect to the following matters:

27

- 28 A. Existing uses and zoning classification of properties within the general area of the  
29 property that is the subject of the application.
- 30 B. The suitability of the property in question to the uses permitted under the existing zoning  
31 classification compared to the uses permitted under the proposed zoning classification.
- 32 C. The trend of development in the general area, including any changes in zoning  
33 classification of the subject property or other properties in the area and the  
34 compatibility with existing and proposed development for the area.
- 35 D. Whether there has been a substantial change in the character of the neighborhood  
36 where the property is located or that there was a mistake in the existing zoning  
37 classification.
- 38 E. The availability of public facilities, present and future transportation patterns.
- 39 F. The relationship of the proposed amendment to the City's [Comprehensive Plan] PLAN,  
40 AS DEFINED IN SECTION 21.72.010.

41

## 42 **Chapter 21.46 – Waterfront Maritime Districts**

43

1 **SECTION 21.46.060 - WATERFRONT CITY DOCK DISTRICT**

2 A. PURPOSE

3 1. THE WATERFRONT CITY DOCK (WCD) DISTRICT IS INTENDED TO PROVIDE A  
4 LOCATION FOR REDEVELOPMENT AND LAND USE ACTIVITIES THAT FIT  
5 HARMONIOUSLY WITH PUBLIC OPEN SPACES ALONG THE WATERFRONT,  
6 PROTECT AND SUSTAIN THE HISTORIC CONTEXT OF CITY DOCK, AND  
7 IMPLEMENT THE CITY DOCK MASTER PLAN.

8 2. IT IS FURTHER THE INTENT OF THIS DISTRICT TO DEFINE WHERE  
9 STRUCTURES, BUILDINGS, AND LAND USES ARE PERMITTED AND WHERE  
10 THEY ARE NOT PERMITTED BY TYPE IN ACCORDANCE WITH THE ADOPTED  
11 CITY DOCK MASTER PLAN. IN FURTHERANCE OF THIS PURPOSE, TWO  
12 SUBDISTRICTS ARE HEREBY CREATED WITHIN THE WCD DISTRICT: THE  
13 WATERFRONT CITY DOCK MIXED USE (WCD-MX) SUBDISTRICT AND THE  
14 WATERFRONT CITY DOCK OPEN SPACE (WCD-OS) SUBDISTRICT.

15 i. TO ACHIEVE THE PURPOSES OF THIS ORDINANCE, THE ZONING  
16 SUBDISTRICTS OF THE WCD DISTRICT ARE INTENTIONALLY  
17 DRAWN IN SUCH A WAY AS TO DIVIDE CERTAIN PROPERTIES.

18 ii. THE ZONING SUBDISTRICTS SHALL BE AS INDICATED ON THE  
19 OFFICIAL ZONING MAP AND SHALL NOT BE SUBJECT TO THE  
20 MODIFICATION OR THE EXTENSION OF REGULATIONS BY THE  
21 BOARD OF APPEALS WHICH IS OTHERWISE PROVIDED FOR IN  
22 CHAPTER 21.20.

23 3. INTENT OF THE SUBDISTRICTS OF THE WATERFRONT CITY DOCK DISTRICT:

24 i. THE WCD-MX SUBDISTRICT IS INTENDED TO PROMOTE  
25 REDEVELOPMENT ON EXISTING LOTS, PROMOTE, PROTECT, AND  
26 SUSTAIN THE HISTORIC CONTEXT OF THE AREA, BROADEN THE  
27 MIX OF LAND USE ACTIVITIES, AND ENCOURAGE DEVELOPMENT  
28 THAT PROVIDES FORM AND HELPS TO ACTIVATE ADJACENT  
29 EXISTING AND PLANNED OPEN SPACES.

30 ii. THE WCD-OS SUBDISTRICT IS INTENDED TO PROMOTE, PROTECT  
31 AND SUSTAIN THE HISTORIC CONTEXT OF THE AREA AND  
32 PROMOTE THE IMPROVEMENT, ACTIVATION, AND  
33 BEAUTIFICATION OF WATERFRONT OPEN SPACES, TO PROMOTE  
34 PUBLIC ACCESS TO AND ALONG THE WATER, AND TO ENSURE  
35 THE AVAILABILITY OF SPACE FOR THE MANAGEMENT AND  
36 CONTROL OF FLOODWATERS.

37  
38 B. USES. USES THAT MAY BE PERMITTED WITHIN EACH OF THE SUBDISTRICTS OF  
39 THE WCD DISTRICT ARE SET FORTH IN THE TABLE OF USES IN SECTION 21.48.041.

40  
41 C. DEVELOPMENT STANDARDS.

42 1. SECTION 21.50.280 CONTAINS THE BULK REGULATIONS TABLE FOR THE WCD  
43 DISTRICT.

44 2. IN THE WCD DISTRICT, CHAPTER 21.56, HISTORIC DISTRICT, SHALL GOVERN  
45 THE REGULATIONS OF STRUCTURES WITHIN THE HISTORIC DISTRICT  
46 PROVIDED THAT IF THERE ARE ANY INCONSISTENCIES BETWEEN THIS  
47 CHAPTER AND CHAPTER 21.56, THE MORE RESTRICTIVE PROVISION SHALL  
48 PREVAIL.

- 1 3. BUILDING HEIGHTS IN THE WCD DISTRICT SHALL BE LIMITED TO THE MAXIMUM  
2 HEIGHTS ALLOWED BY CHAPTER 21.56.170 PROVIDED THAT A VIEWSHED  
3 ANALYSIS IS COMPLETED AND SUBMITTED AS PART OF A PLANNED  
4 DEVELOPMENT TO THE SPECIFICATIONS ESTABLISHED BY THE DIRECTOR OF  
5 PLANNING AND ZONING.
  - 6 4. ALL PROPOSED NEW BUILDINGS WITH A FAR GREATER THAN TWO (2.0); OR  
7 ANY PROPOSED REHABILITATION OR ALTERATION OF EXISTING BUILDINGS  
8 WITH A FAR GREATER THAN TWO (2.0); OR ANY OTHER PROJECT WITH A FAR  
9 GREATER THAN TWO (2.0) REQUIRE APPROVAL AS A WATERFRONT PLANNED  
10 DEVELOPMENT.
  - 11 5. SITE DESIGN PLAN REVIEW IN ACCORDANCE WITH CHAPTER 21.22 SHALL BE  
12 REQUIRED FOR ALL DEVELOPMENT ACTIVITY NOT OTHERWISE MEETING THE  
13 SIZE OR INTENSITY STANDARDS OF SECTION 21.46.060 C.4.
  - 14 6. PARKING. FOR ANY WATERFRONT PLANNED DEVELOPMENT, THE DEVELOPER  
15 SHALL PROVIDE BICYCLE PARKING AT A MINIMUM LEVEL EQUIVALENT TO THE  
16 NUMBER OF VEHICLE PARKING SPACES (ON A ONE-TO ONE BASIS) BY LAND  
17 USE THAT WOULD OTHERWISE BE REQUIRED BY THE TABLE OF OFF-STREET  
18 PARKING REQUIREMENTS IN 21.66.130. THIS REQUIREMENT MAY BE MET OFF-  
19 SITE.
  - 20 7. NO SPACE UNDER THE FIRST FLOOR OF A BUILDING THAT IS ELEVATED AT OR  
21 ABOVE THE FLOOD PROTECTION ELEVATION AS DEFINED BY 17.11.179 OF  
22 THE CITY CODE AND CONTAINS PARKING SHALL BE OPEN TO ANY VIEW FROM  
23 A PUBLIC RIGHT-OF-WAY EXCEPT THAT AN OPENING TO PERMIT INGRESS  
24 AND EGRESS OF AUTOMOBILES IS PERMITTED FROM THE SIDE OR REAR OF  
25 THE BUILDING.
- 26
- 27 D. ADDITIONAL STANDARDS. RESERVED.
- 28

1 Chapter 21.48 – Use Tables

**SECTION 21.48.041 – TABLE OF PERMITTED USES – WATERFRONT MARITIME ZONES – WATERFRONT CITY DOCK DISTRICT**

P = PERMITTED USE; S = SPECIAL EXCEPTION USE; -STD = USE SUBJECT TO STANDARDS (CHAPTER 21.64); A = ACCESSORY USE; BLANK = NOT PERMITTED

Uses		Subdistrict WCD-MX	Subdistrict WCD-OS
<b>A. GENERAL USES</b>			
	ACCESSORY BUILDINGS AND USES, INCLUDING SIGNS	A	
	ARTS AND CULTURAL CENTERS	P	
	ANTIQUE STORES	P	
	ARTS AND CRAFTS STUDIOS	P	
	BAKE SHOPS	P-Std	
	BANKS AND FINANCIAL INSTITUTIONS	P	
	BARS AND TAVERNS	P	
	BICYCLE SALES, RENTAL, REPAIR STORES	P	
	BOAT SHOWROOMS	P	
	CAB STANDS, VALET PARKING STANDS (EXCLUDING OFFICES AND RELATED PARKING FACILITIES)	P	P
	CANDY STORES, WHERE ONLY CANDY PREPACKAGED OFF THE PREMISES IS SOLD	P	
	CANDY STORES, INCLUDING CANDY MAKING	P	
	CARPET AND RUG STORES, RETAIL SALES ONLY	P	
	CHRISTMAS TREE AND GREENS SALES	P	P

CLUBS, LODGES, AND MEETING HALLS WITH NO ON-PREMISES FOOD OR BEVERAGE PREPARATION FACILITIES	P	
CLUBS, LODGES, AND MEETING HALLS WITH ON-PREMISES FOOD OR BEVERAGE PREPARATION FACILITIES	P	
COFFEE SHOPS	P-Std	
DELICATESSEN	P-Std	
DRY CLEANING AND LAUNDRY DROP OFF AND PICK UP STATIONS	P	
DWELLINGS ABOVE THE GROUND FLOOR OF NON-RESIDENTIAL USES	P	
FOOD SERVICE MART	P-Std	
FOOD STORES	P	
FURNITURE STORES	P	
GARDEN SUPPLY, TOOL AND SEED STORES	P	
GOVERNMENT USES		
OFFICES	P	
OTHER GOVERNMENT AND GOVERNMENT-RELATED STRUCTURES, FACILITIES AND USES	P	P
HOTELS	P	
ICE CREAM SHOPS	P	
INNS	P	
LAUNDERETTES, AUTOMATIC, SELF SERVICE	A-Std	
LIGHT MANUFACTURING		
LIQUOR STORE	P	

MARKETS, OPEN AIR, INCLUDING FARMERS' MARKETS AND PRODUCE MARKETS	P-Std	P-Std
ELECTRIC VEHICLE RECHARGING STATIONS		A-Std
MUSEUMS AND ART GALLERIES	P	
NAUTICAL SHOPS, RETAIL TRADE	P	
OFFICE AND BUSINESS SERVICE ESTABLISHMENTS	P	
OFFICES, BUSINESS AND PROFESSIONAL AND NONPROFIT, EDUCATIONAL, CULTURAL, OR CIVIC	P-Std	
OFFICES, MEDICAL	P	
PARKING LOT, OTHER THAN ACCESSORY		P-Std
PHILANTHROPIC AND CHARITABLE INSTITUTIONS, CIVIC, NONPROFIT ORGANIZATIONS, SOCIAL AND FRATERNAL ORGANIZATIONS	P	
PERSONAL CARE ESTABLISHMENTS	P	
PHYSICAL HEALTH FACILITIES, INCLUDING HEALTH CLUBS, GYMNASIUMS, AND WEIGHT CONTROL CENTERS	P	
PLANNED DEVELOPMENTS, WATERFRONT	P-Std	
RESTAURANTS, STANDARD	P	
OUTDOOR DINING ACCESSORY TO A RESTAURANT USE INCLUDING SERVICE OF ALCOHOL	P	P
RETAIL GOODS STORES	P	
SCHOOLS, PRIVATE, ELEMENTARY, MIDDLE, OR HIGH	P	

SCHOOLS, COMMERCIAL, TRADE, VOCATIONAL, MUSIC, DANCE, ART	P	
SIDEWALK CAFES	P-Std	P-Std
SPECIALTY CONVENIENCE RETAIL GOODS STORES	P	
TELECOMMUNICATIONS FACILITIES	A-Std	
TEMPORARY USES	P-Std	P-Std
THEATERS, INDOOR	P	
OUTDOOR RECREATIONAL USES, SUCH AS ICE SKATING RINKS, SMALL BOAT LAUNCH	P	P
TOBACCO SHOPS	P	
WINE BARS	P	

<b>B. MARITIME USES</b>	<b>1. IN WATER BOAT STORAGE:</b>		
	A. DOCKS, SLIPS, PIERS AND OTHER FACILITIES AT WHICH BOATS ARE BERTHED IN CONJUNCTION WITH OTHER MARITIME USES	P	P
	B. YACHT AND SAILING CLUBS, AND MEMBERS SERVICES	P	
	MARINE FABRICATION	P	
	A. SAIL AND CANVAS ACCESSORY MANUFACTURE	P	
	B. SPAR AND RIGGING CONSTRUCTION	P	
	C. CONSTRUCTION AND LAYING UP OF MARINE MOLDS	P	
	<b>2. MARINE SERVICES: FUNCTIONS NECESSARY TO SERVICE IN WATER AND ON-LAND STORAGE AND WORKING BOATYARDS:</b>		
	A. BOAT DEALERS, BROKERS AND MANUFACTURES' REPRESENTATIVES	P	

B. BOAT RENTALS, CHARTS, AND CHARTER SERVICES	P	
C. MARINE PARTS, SUPPLIES, ACCESSORY DISTRIBUTORS	P	
D. MARINE TRANSPORTATION AND WATER TAXIS	P	P
E. MARINE DOCUMENTATION	P	
F. BOATSHOW MANAGEMENT AND PROMOTION	P	P
G. NAUTICAL COMPONENT SERVICING	P	
H. YACHT DESIGNERS	P	
I. MARINE SURVEYORS	P	
<b>3. MARITIME RETAIL</b>	P	
<b>4. GENERAL MARITIME: GENERAL OFFICE AND RESEARCH FUNCTIONS CONTRIBUTING TO MARITIME ACTIVITIES INCLUDING, BUT NOT LIMITED, TO:</b>		
A. MARINE SALVAGE, TESTING, AND ENVIRONMENTAL SERVICES	P	
B. MARINE ASSOCIATIONS	P	
D. OCEANOGRAPHIC LABORATORIES AND EXPERIMENTAL FACILITIES	P	
C. FACILITIES FOR MARINA POLLUTION CONTROL, OIL SPILL CLEANUP, AND SERVING OF SANITATION DEVICES	P	
D. TUGBOAT, VESSEL, TOWING SERVICES, FIREBOAT, PILOT BOATS, HARBORMASTER, AND SIMILAR SERVICES	P	

SPECIALIZED PROFESSIONAL SERVICES TO THE MARITIME INDUSTRY	P	
MARINE TRANSPORT OPERATIONS INCLUDING SHIPPING OFFICES	P	
MARINE PHOTOGRAPHY, PRINTMAKING, CHART-MAKING	P	
YACHT AND SAILING CLUB OFFICES	P	
YACHT FINANCE	P	
MARITIME SERVICE ORGANIZATIONS	P	
<b>5. MARITIME INSTITUTIONS</b>		
A. MARINE EDUCATIONAL FACILITIES	P	
B. MARINE MUSEUMS AND AQUARIUMS	P	

1 Chapter 21.50 – Bulk Regulations Tables

21.50.280 BULK REGULATIONS TABLE, WCD DISTRICT

THE FOLLOWING APPLIES TO ALL LOTS WITHIN THE WCD DISTRICT WITHOUT REGARD TO SUBDISTRICT DESIGNATION.

**IMPORTANT:** THE NOTES AT THE END OF THE TABLE ARE AS MUCH A PART OF THE LAW AS THE TABLE ITSELF.

LOT DIMENSIONS (MINIMUM)			YARDS (MINIMUM)					COVERAGE, HEIGHT, FLOOR AREA RATIO (MAXIMUM)			LOCATION WHERE A STREET RIGHT-OF-WAY TERMINATES AT A WATERWAY <sup>6</sup>
AREA (SQ FT)	WIDTH (FT)	DEPTH (FT.)	FRONT (FT)	FRONT BUILDING LINE SETBACK <sup>2</sup> (FT)	INTERIOR SIDE (FT)	CORNER SIDE (FT)	REAR (FT) <sup>3</sup>	HEIGHT (FT) <sup>4</sup>	FLOOR AREA RATIO <sup>5</sup>	LOT COVERAGE (%)	
5,000	50	100	0 <sup>1</sup>	*	0	0	50	*	5	100	*

**TABLE NOTES:**

<sup>1</sup>EXCEPT THAT ANY LOT WITH FRONTAGE ON COMPROMISE STREET SHALL HAVE A MINIMUM FRONT YARD SETBACK OF 15 FEET MEASURED FROM THE CURB.

<sup>2</sup>THE FRONT BUILDING LINE SETBACK, WHICH SHALL BE MEASURED FROM THE CURB WHERE EXISTING OR WHERE PLANNED, IN ACCORDANCE WITH THE CITY DOCK MASTER PLAN AND UPON APPROVAL OF THE DIRECTOR OF PLANNING AND ZONING, SHALL BE DETERMINED BY THE PLANNING COMMISSION THROUGH THE SITE PLAN REVIEW PROCEDURES OF THIS ORDINANCE OR THE PLANNED DEVELOPMENT PROCEDURES, AS APPLICABLE.

<sup>3</sup>THE MINIMUM SETBACK FOR LOTS WITH WATERWAY FRONTAGE SHALL BE 50 FEET FROM THE SHORELINE, MEASURED PARALLEL TO THE SHORELINE, EXCEPT AS MAY BE MODIFIED UNDER THE PLANNED DEVELOPMENT PROVISION OF CHAPTER 21.24. NO BUILDINGS OR STRUCTURES ARE PERMITTED IN THIS YARD, EXCEPT STRUCTURES ASSOCIATED WITH PUBLIC PEDESTRIAN WALKWAYS, FLOOD CONTROL AND RELATED INFRASTRUCTURE, TEMPORARY PUBLIC ART INSTALLATIONS AND OTHER APPROVED TEMPORARY STRUCTURES.

<sup>4</sup>THE MAXIMUM HEIGHT SHALL BE AS SET FORTH IN SECTION 21.56.170.

<sup>5</sup> FLOOR AREA RATIO (FAR) SHALL HAVE THE MEANING SET FORTH IN SECTION 21.38.030 EXCEPT THAT ANY ENCLOSED OR UNENCLOSED SPACE BELOW THE FLOOD PROTECTION ELEVATION, AS DEFINED BY SECTION 17.11.179 OF THE CITY CODE, SHALL NOT BE COUNTED AS FLOOR AREA FOR THE PURPOSE OF CALCULATING FAR.

<sup>6</sup>NO BUILDING, BUILDING ENCROACHMENT, OR STRUCTURE IS PERMITTED WITHIN A SETBACK DEMARCATED BY THE PROLONGATION OF A LINE DEFINED BY THE SOUTHWEST SIDE OF THE RIGHT-OF-WAY OF MAIN STREET AND EXTENDING TO THE EDGE OF THE CLOSEST WATERWAY, EXCEPT FOR PUBLIC INFRASTRUCTURE SUCH AS STORMWATER MANAGEMENT FACILITIES.

1

1 **Chapter 21.54 – Critical Overlay**

2 **Section 21.54.080 - Development requirements—Intensely developed areas.**

- 3 A. Stormwater Management. Stormwater management technologies shall be required to  
 4 reduce pollutant loadings by at least ten percent below that of predevelopment levels in  
 5 accordance with Chapter 17.10
- 6 B. Impervious Surfaces. Manmade impervious surfaces shall be limited to the following  
 7 maximum percentages of the development site:

Underlying Zoning District	Percent of Manmade Impervious Surface (maximum)
Residential	50
P, PM, B1, B2, B3	60
C1, C1A,	75
Maritime	80
C2, C2A, C2P, WCD <sup>1</sup>	90
<sup>1</sup> UPON APPROVAL BY THE PLANNING DIRECTOR, MANMADE IMPERVIOUS SURFACE AREA MAY EXCEED 90 PERCENT OF THE SITE IF PERVIOUS SURFACE AREA IS CREATED WITHIN THE BOUNDARIES OF THE CITY DOCK MASTER PLAN.	

8

9

10 **Chapter 21.56 – Historic District**

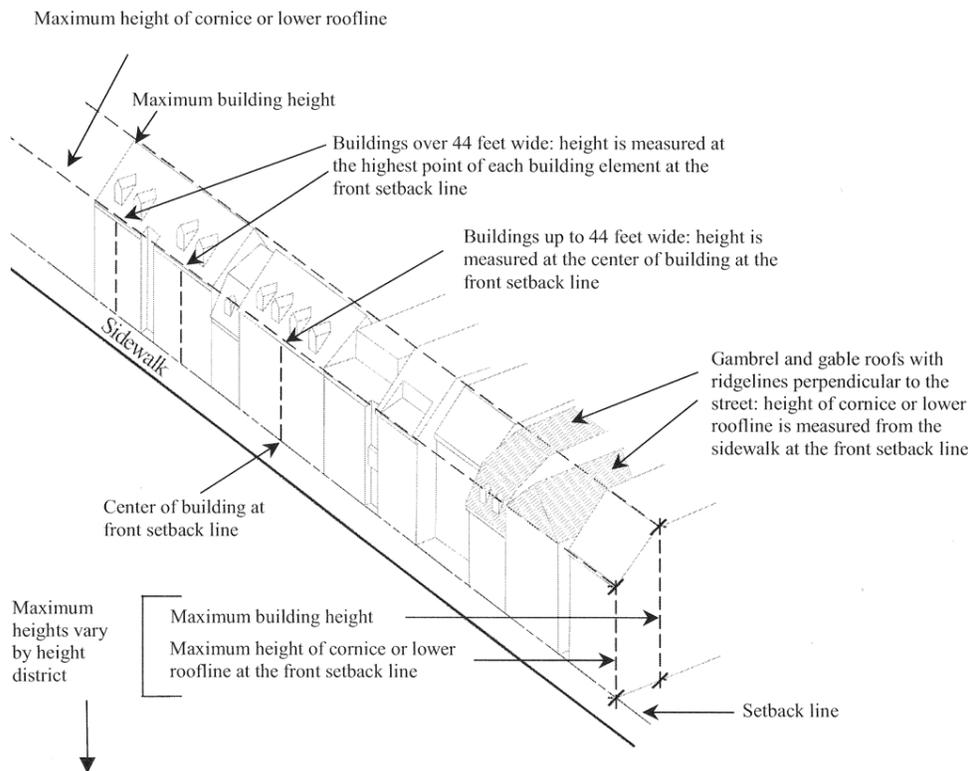
11 **Section 21.56.170 - Height measurement.**

12 The height of buildings shall be determined in the following manner:

- 13 A. All measurements shall be taken from the center of the building at the front setback line  
 14 AT GRADE OR AT THE FLOOD PROTECTION ELEVATION AS DEFINED IN  
 15 SECTION 17.11.179 OF THE CITY CODE, WHICHEVER IS GREATER. [; p]Provided,  
 16 however, that if the building is greater than forty-four feet wide, the massing shall  
 17 conform to Section 21.56.210. In buildings greater than forty-four feet in width, the  
 18 building height measurement shall be taken at the highest point of each building  
 19 element at the front setback line.
- 20 B. Antennas and mechanical equipment up to thirty inches high shall not be counted in  
 21 computing height, and penthouses, other structures and mechanical equipment thirty  
 22 inches in height shall be used in computing height; chimneys are excluded.

- 1 C. For the purpose of achieving a permanent height limit, the height of a building shall not  
 2 be allowed to increase because of an increase in the elevation of the front setback line  
 3 occurring after the effective date of this Zoning Code.
- 4 D. Height Measurement in Special Height Limit Districts.
- 5 1. Two limits are established for each height district:
- 6 a. The height of a building at its highest point.
- 7 b. The height of a cornice or lower roofline of the building at the front setback  
 8 line.
- 9 2. The height of a building behind the front setback line may be increased provided it  
 10 does not exceed a plane projected at an angle of forty-five degrees upward from  
 11 the maximum allowable cornice or lower roofline height at the front setback line.  
 12 The plane may contain roof dormers provided the sum of their widths does not  
 13 exceed fifty percent of the street front linear dimensions of the building.
- 14 3. For gambrel and gable roofs with ridge lines perpendicular to the street, the height  
 15 of a cornice or lower roofline will be measured at the side wall at the front setback  
 16 line, and the height of the building at its highest point will be measured at the ridge  
 17 line.

18 **Illustration for height measurement.**



19

Height District per 21.56.180	Height of Cornice or Lower Roofline at Front Setback	Maximum Building Height
1	22'	32'

2	28'	38'
3	35'	45'

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**Section 21.56.180 - Special height limit districts.**

- A. Establishment. Three special height limit districts are established: district 1, district 2 and district 3.
- B. Location and Boundaries. The location and boundaries of the special height limit districts are as set forth on the map entitled "Historic District Special Height and Bulk Limits, Revised, [May, 1983] (DATE OF THIS ORDINANCE)," certified copies of which are be maintained by the Department of Planning and Zoning, which constitutes a part of the "City of Annapolis Zoning District Map," established by Section 21.06.020
- C. Applicability. The special height and bulk limits in these districts shall govern over any other height and bulk limits established in other provisions of this Zoning Code.
- D. Regulations.
  - 1. No building in the special height limit district 1 may exceed a total height of thirty-two feet and a height of twenty-two feet at the cornice or lower roofline measured at the front setback line.
  - 2. No building in the special height limit district 2 may exceed a total height of thirty-eight feet and a height of twenty-eight feet at the cornice or lower roofline measured at the front setback line.
  - 3. No building in the special height limit district 3 may exceed a total height of forty-five feet and height of thirty-five feet at the cornice or lower roofline measured at the front setback line.

**Chapter 21.60 – Supplemental Use and Developmental Standards**

**Section 21.60.060 – Location of Required Open Space**

All yards and other open spaces allocated to a building or dwelling group shall be located on the same zoning lot as the building or dwelling group, EXCEPT THAT WITHIN THE WCD DISTRICT, WATERFRONT PLANNED DEVELOPMENTS MAY SATISFY REQUIRED OPEN SPACE STANDARDS THROUGH OFF-SITE IMPROVEMENTS UPON APPROVAL OF THE PLANNING COMMISSION AS PROVIDED FOR IN SECTION 21.24.060 (D) OF THE CITY CODE.

**Chapter 21.64 – Standards for Uses Subject to Standards**

**SECTION 21.64.291 - ELECTRIC VEHICLE RECHARGING STATION.**

IN THE WCD-OS SUBDISTRICT THIS USE IS PERMITTED AS AN ACCESSORY USE TO A PUBLIC PARKING LOT AND/OR PLAZA.

1 **SECTION 21.64.371 - LAUDERETTES, AUTOMATIC, SELF-SERVICE.**

2  
3 IN THE WCD-MX SUBDISTRICT THIS USE IS PERMITTED AS AN ACCESSORY USE TO AN  
4 APPROVED MULTI-FAMILY DWELLING USE OR AN APPROVED YACHT AND SAILING  
5 CLUB MARITIME USE.  
6

7  
8 **Section 21.64.430 - Office, business and professional and nonprofit, educational, cultural**  
9 **or civic.**

10  
11 A. P District. In the P district, this use is permitted by right on lots of five thousand four hundred  
12 square feet or more. On lots less than five thousand four hundred square feet the use may  
13 be permitted by special exception.

14 B. PM District. In the PM district, when this use is established on lots less than five thousand  
15 four hundred square feet, the following standards apply:

- 16 1. All trash and refuse shall be stored in self-enclosed trash storage areas. Trash areas  
17 shall be screened in an appropriate manner using a board-on-board enclosure.
- 18 2. Pedestrian traffic through and around the project shall be separated from driveways and  
19 parking lots through the use of sidewalks.
- 20 3. Parking areas shall be provided at the rear of the site and structures shall be located at  
21 the front of site.

22 C. WCD-MX SUBDISTRICT. IN THE WCD-MX SUBDISTRICT, THIS USE IS PERMITTED  
23 PROVIDED IT IS NOT ON THE GROUND FLOOR OR FIRST FLOOR OF A BUILDING.

24  
25 **Section 21.64.470 - Parking lots.**

26 A. MX District.

- 27 1. Temporary surface parking lots not to exceed six months duration are a permitted use.
- 28 2. Surface parking other than permitted in subsection (A)(1) of this section are subject to  
29 the following standards:
  - 30 a. A planting plan is required;
  - 31 b. Cars and parking lots shall be screened from view;
  - 32 c. A ten foot wide buffer strip at all street edges of the zoning lot shall be reserved for  
33 walls or plantings, or a combination thereof in order to screen the zoning lot; and
  - 34 d. Plantings and any constructed edge shall be compatible in material, design and  
35 scale to the prevailing character of the street.

36 B. PM District.

- 37 1. A planting plan is required. In cases where parking lots abut a residential zoning district  
38 additional planting or screening may be required.

1           2. All lots shall be signed in an appropriate manner to guide traffic into, around and out of  
2           the lot.

3 C. WCD-OS SUBDISTRICT.

4           IN THE WCD-OS SUBDISTRICT, THIS USE IS PERMITTED PROVIDED IT IS A  
5           PUBLICLY OWNED FLEXIBLE USE PARKING LOT, MEANING THAT THE USE OF THE  
6           LOT SHALL INCLUDE PUBLIC BENEFIT AND/OR PUBLIC OPEN SPACE ACTIVITIES IN  
7           ADDITION TO, IN COMBINATION WITH, OR AT TIMES TO THE EXCLUSION OF  
8           VEHICULAR PARKING.

9  
10

11 **Chapter 21.70 – Sign Regulations**

12 **21.70.100 - Nonconforming signs.**

13 A. The Director of Neighborhood and Environmental Programs shall order the removal of any  
14 sign erected or maintained in violation of the law as it existed prior to the date of the  
15 adoption of this Zoning Code.

16 B. Other signs existing at the time of the adoption of this Zoning Code and not conforming to  
17 its provisions, but which did conform to previous laws, shall be regarded as nonconforming  
18 signs which may be continued if properly repaired and maintained as provided in this  
19 chapter[.], EXCEPT BILLBOARD SIGNS WHICH SHALL BE ELIMINATED WITHIN SEVEN  
20 YEARS OF THIS DATE OF ADOPTION OF THIS ORDINANCE. UPON APPEAL OF THE  
21 DIRECTOR'S DECISION TO REMOVE THE SIGN, THE BOARD OF APPEALS MAY, BUT  
22 IS NOT REQUIRED, TO EXTEND THIS TIME PERIOD BASED ON A FINDING THAT THE  
23 SEVEN YEARS IS NOT SUFFICIENT TIME FOR THE SIGN OWNER TO FULLY  
24 AMORTIZE THE CAPITAL INVESTMENT IN THE SIGN STRUCTURE. UNDER NO  
25 CIRCUMSTANCES SHALL THE AMORTIZATION PERIOD PERMITTED BY THE BOARD  
26 OF APPEALS EXCEED ONE ADDITIONAL YEAR OR EIGHT YEARS TOTAL. IN  
27 DETERMINING AN APPROPRIATE AMORTIZATION PERIOD, THE BOARD SHALL  
28 CONSIDER THE FOLLOWING:

- 29           1. THE OWNER'S CAPITAL INVESTMENT IN STRUCTURES, FIXED  
30           EQUIPMENT, AND OTHER ASSETS (EXCLUDING INVENTORY AND OTHER  
31           ASSETS THAT MAY BE FEASIBLY TRANSFERRED TO ANOTHER SITE) ON  
32           THE PROPERTY BEFORE THE TIME THE USE BECAME NONCONFORMING.  
33           2. ANY COSTS THAT ARE DIRECTLY ATTRIBUTABLE TO THE  
34           ESTABLISHMENT OF THE COMPLIANCE DATE, INCLUDING DEMOLITION  
35           EXPENSES, RELOCATION EXPENSES, TERMINATION OF LEASES, AND  
36           DISCHARGE OF MORTGAGES.  
37           3. ANY RETURN ON INVESTMENT SINCE INCEPTION OF THE USE,  
38           INCLUDING NET INCOME AND DEPRECIATION.  
39           4. THE ANTICIPATED ANNUAL RECOVERY OF INVESTMENT, INCLUDING NET  
40           INCOME AND DEPRECIATION.

41

42 C. Nonconforming signs which are structurally altered, relocated, or replaced shall comply  
43 immediately with all provisions of this chapter.

44

1 **Chapter 21.72 – Terms and Definitions**

2 **Section 21.72.010 - Terms**

3 PLAN

4 "PLAN" MEANS THE POLICIES, STATEMENTS, GOALS AND INTERRELATED PLANS FOR  
5 PRIVATE AND PUBLIC LAND USE, TRANSPORTATION AND COMMUNITY FACILITIES  
6 DOCUMENTED IN TEXTS AND MAPS THAT CONSTITUTE THE GUIDE FOR AN AREA'S  
7 FUTURE DEVELOPMENT. "PLAN" INCLUDES A GENERAL PLAN, MASTER PLAN,  
8 COMPREHENSIVE PLAN, FUNCTIONAL PLAN, OR COMMUNITY PLAN ADOPTED IN  
9 ACCORDANCE WITH THE LAND USE ARTICLE OF THE ANNOTATED CODE OF  
10 MARYLAND.  
11

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

14 **ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

15  
16  
17 ATTEST:

THE ANNAPOLIS CITY COUNCIL

BY

\_\_\_\_\_  
Regina C. Watkins-Eldridge, MMC, City Clerk

\_\_\_\_\_  
Joshua J. Cohen, Mayor

18  
19  
20  
21  
22  
23

**Explanation:**

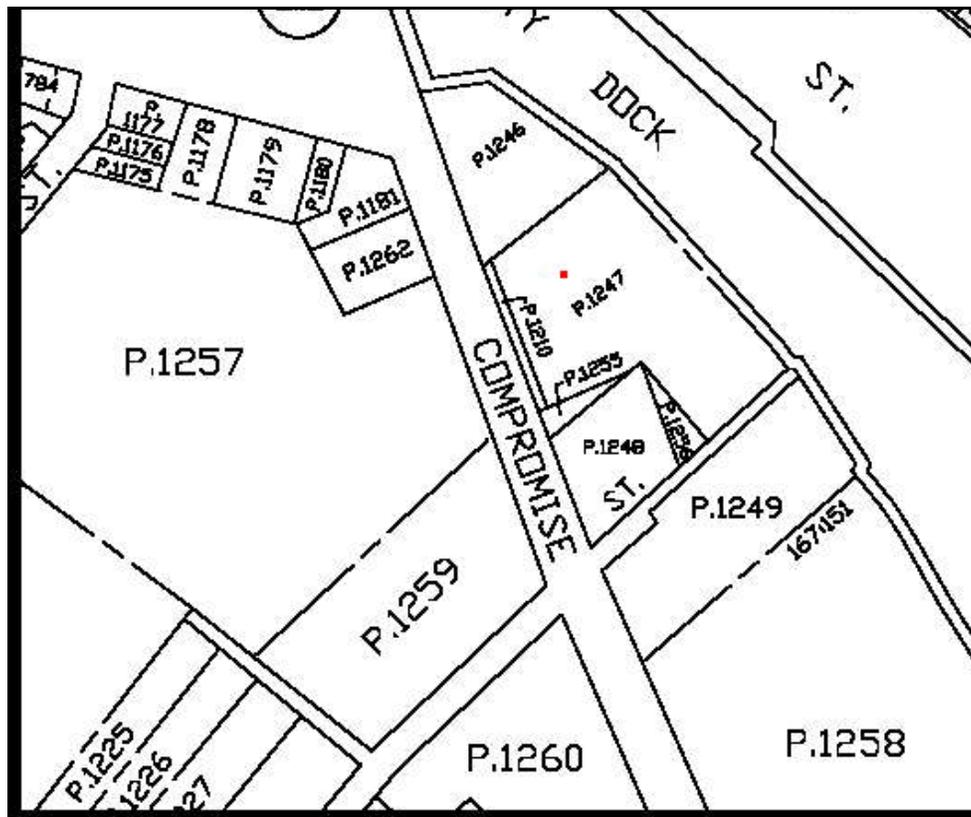
CAPITAL LETTERS indicate matter added to existing law.  
[brackets] indicate matter stricken from existing law.  
Underlining indicates amendments.

## Staff Report

### Ordinance O-7-13

#### Establishment of a New Zoning District: Waterfront City Dock, Phase One

The proposed ordinance would implement the Phase One recommendations of the City Dock Master Plan by establishing a new zoning district - the Waterfront City Dock Zone. This new district would cover much of the current Waterfront Maritime Conservation (WMC) district. However, the following properties would not be covered by the new district and would remain unchanged: the Fleet Reserve Club, the Marriott Hotel, and the Annapolis Yacht Basin. The aforementioned properties are not re-zoned because they were not part of the specific land use and public improvement planning for the City Dock Master Plan. Phase One of this rezoning concerns property parcels 1246, 1247, 1210, 1255, 1248, and 1256. These parcels include the "Donner Parking Lot," 110 Compromise (the former Fawcett's site), and the "Fleet Parking Lot."



#### Permitted Land Uses

The new Waterfront City Dock district is divided into two subdistricts: Waterfront City Dock Open Space (WCD-OS) and Waterfront City Dock Mixed Use (WCD-MX). The uses allowed in the WCD-OS zone would largely be limited to open space activities. These could include accessory sidewalk cafés, outdoor market activities, and temporary uses and structures in addition to public open spaces and parks/plazas. The WCD-MX zone would allow a broad array of land uses, including multiple family residential, hotel, retail, restaurants, and many maritime uses.

### **Development Standards**

**Building Height:** Height would be regulated through an amended Historic District special height overlay map. There are currently three special height districts in the Historic District. These would be maintained; however, reclassification of three sites is proposed. It is also proposed that height be measured from flood protection elevation or grade, whichever is greater throughout the historic district. This will help properties in the flood plain have a certain number of stories, regardless of additional elevation required to meet building Code. These standards would only be permissible upon a developer's preparation of a viewshed analysis as part of a Planned Development application.

**Bulk Regulations:** New bulk regulations are proposed for development in the new WCD district. The standards would be subject to modification as part of a Waterfront Planned Development. The standards would generally provide for zero yard setbacks.

**Allowable Residential Density:** Maximum density permitted would be determined in part by a new proposed floor area ratio (FAR) standard and the minimum dwelling unit sizes provided elsewhere in City Code. The actual permitted number of units on any site would be further constrained by proposed building height restrictions and a proposed requirement that the ground floor of all new buildings be used commercially.

**Parking:** No new surface parking areas in the WCD-MX district accommodating more than five parked vehicles would be allowed, unless approved by the Planning Commission as a temporary phase of a more intensive Planned Development.

Developments in the WCD district which are over 10,000 square feet in gross floor area would be required to meet the employee share of parking demand through participation in an off-site parking and shuttle service program, which would include the City's hospitality employee parking program. Otherwise, new uses and development would be exempt from providing vehicular parking. Bicycle parking, equivalent in number to the vehicular parking spaces required by the City Code's table of required off-street parking spaces, would be required; this requirement could be met off-site.

Prepared by Sally Nash, Chief of Comprehensive Planning, Planning and Zoning Department at [SNash@annapolis.gov](mailto:SNash@annapolis.gov) or (410) 263-7961 and Jessica Cowles, Legislative and Policy Analyst, Office of Law at [JCCowles@annapolis.gov](mailto:JCCowles@annapolis.gov) or (410) 263-1184.



## PLANNING COMMISSION

(410)263-7961

145 GORMAN STREET, 3<sup>RD</sup> FLOOR  
ANNAPOLIS, MARYLAND 21401

June 6, 2013

**To: Annapolis City Council**

**From: Planning Commission**

**Re: Findings for O-7-13 Establishment of a New Zoning District:  
Waterfront City Dock, Phase One**

### SUMMARY

Ordinance O-7-13 proposes amendments to Title 21, including the establishment of a new zoning district, in order to implement the recommendations of the City Dock Master Plan.

Text amendments proposed include:

- Establishment of a new Waterfront City Dock (WCD) zoning district with use, bulk regulations, parking, and lot coverage regulations
- Amending the method for measuring height in the Historic District to include a provision related to the flood protection elevation for applicable properties
- Creation of a new class of planned development—the Waterfront Planned Development
- Addition of a new standard for all planned developments that requires them to promote a design that takes into account the historic and cultural context
- Defining the term “Comprehensive Plan” where used throughout the zoning code to be in accordance with the state-mandated definition
- Establishing regulations for the removal of billboard signs

Map amendments proposed include:

- Rezoning of parcels 1246, 1247, 1210, 1255, 1248, and 1256, which are located along Compromise Street, from Waterfront Maritime Conservation (WMC) district to WCD
- Reclassification of the height district for property located in the WCD-MX, Waterfront City Dock Mixed Use zoning subdistrict

The City’s 2009 Comprehensive Plan called for a study of City Dock and consideration of this area as a location for commercial and mixed uses. A detailed sector study, which began in 2010 known as the City Dock Master Plan (CDMP), recommends a rebalancing of this area from automobile-oriented to pedestrian-oriented and additionally makes recommendations about appropriate uses and flood control techniques.

**Annapolis City Council**

**Findings: O-7-13**

**June 6, 2013**

Page 2

Following the work of the City Dock Advisory Committee, the City Dock Master Plan was introduced to City Council in November 2012, and Ordinance O-7-13 was introduced on May 13, 2013. O-7-13 proposes a new zoning district that draws on the recommendations of the master plan. It is a sectional zoning map amendment and a zoning text amendment. The density, uses, bulk regulations, and parking requirements for this new zoning district are a combination of the existing regulations and standards in place for the Conservation Business District (C2) and the Waterfront Maritime Conservation (WMC) district.

The new Waterfront City Dock district is divided into two subdistricts: Waterfront City Dock Open Space (WCD-OS) and Waterfront City Dock Mixed Use (WCD-MX). The uses allowed in the WCD-OS zone would largely be limited to open space activities. These could include accessory sidewalk cafés, outdoor market activities, and temporary uses and structures in addition to public open spaces and parks/plazas. The WCD-MX zone would allow a broad array of land uses, including multiple family residential, hotel, retail, restaurants, and many maritime uses.

**STAFF RECOMMENDATION**

At a regularly scheduled meeting on June 6, 2013, the Planning and Zoning staff presented their analysis and recommendations for approval of the legislation.

Staff reviewed the background of the proposed ordinance and then provided an analysis. This information was forwarded to the Planning Commission for review in a report dated May 28, 2013.

**PUBLIC HEARING AND DELIBERATION**

In accordance with the Annapolis City Code, a public hearing was held and the public was invited to comment on the proposed text amendment. Several members of the public spoke on the legislation.

At the close of the public hearing, the Planning Commission entered into deliberations. The Commission concurred with staff and found the proposed ordinance consistent with the City Dock Master Plan and the Comprehensive Plan.

**PLANNING COMMISSION REQUIRED FINDINGS**

In accordance with Section 21.34.040 of the City Code, the Planning Commission shall find that the adoption of the amendment is in the public interest. The Planning Commission shall make findings on the following points:

A. Existing uses and zoning classification of properties within the general area of the property that is the subject of the application.

*The existing zoning classification is Waterfront Maritime Conservation (WMC) and the current uses of the property are parking lots and a vacant building. There are also nearby commercial properties. The proposed zoning district would be compatible with the uses and zoning in the general vicinity.*

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B. The suitability of the property in question to the uses permitted under the existing zoning classification compared to the uses permitted under the proposed zoning classification.

*See the City Dock Master Plan—the property is suited to the proposed uses. The uses allowed in the proposed district are very similar to those allowed in the neighboring C2 zoning district.*

C. The trend of development in the general area, including any changes in zoning classification of the subject property or other properties in the area and the compatibility with existing and proposed development for the area.

*The proposed zoning is compatible with existing uses and the uses in the adjacent zoning district.*

D. Whether there has been a substantial change in the character of the neighborhood where the property is located or that there was a mistake in the existing zoning classification.

*As discussed in the City Dock Master Plan, there has been a shift that requires a more balanced approach to development in City Dock that permits infill development but encourages more open space amenities for pedestrians and bicyclists.*

E. The availability of public facilities, present and future transportation patterns.

*Public facilities and transportation patterns can accommodate the proposed zoning changes.*

F. The relationship of the proposed amendment to the City's Comprehensive Plan.

*The City Dock Master Plan has been found to be consistent with the City's Comprehensive Plan.*

**RECOMMENDED AMENDMENTS**

The Planning Commission recommends nine technical amendments that help to clarify new language:

***Amendment 1: Page 11, line 11***

**Change:** "...FLOOR AREA RATIO (FAR) STANDARD SET FORTH IN SECTION 21.50.315 ..."

**to:**

"...FLOOR AREA RATIO (FAR) STANDARD SET FORTH IN SECTION ~~21.50.315~~  
21.50.280 ..."

**Explanation: Wrong section number given**

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***Amendment 2: Page 13, line 22***

**Change:** "THE ZONING SUBDISTRICTS SHALL BE AS INDICATED ON THE OFFICIAL ZONING MAP AND SHALL NOT BE SUBJECT TO THE MODIFICATION OR THE EXTENSION OF REGULATIONS BY THE BOARD OF APPEALS WHICH IS OTHERWISE PROVIDED FOR IN CHAPTER 21.20."

**to:**

"THE ZONING SUBDISTRICTS SHALL BE AS INDICATED ON THE OFFICIAL ZONING MAP AND SHALL NOT BE SUBJECT TO THE MODIFICATION OR THE EXTENSION OF REGULATIONS BY THE BOARD OF APPEALS WHICH IS OTHERWISE PROVIDED FOR IN CHAPTER 21.20 AND SECTION 21.06.040.

**Explanation:** Additional cross-reference provided to clarify limits of the Board of Appeals ability to alter zoning lines. Section 21.06.040 - *Lots divided by zoning district boundaries* states:

**Where a district boundary divides a tract in single ownership, the Board of Appeals, in accordance with the procedures established in Division II, Chapter 21.20 may approve an application to extend the regulations for either portion of the tract to any contiguous portion of the tract included in a zoning district listed in the same subsection of Section 21.06.010 as the regulations being extended; provided, however, that the Board shall not extend the regulations to an extent greater than twenty percent of the total area of the tract or five thousand square feet, whichever is less.**

***Amendment 3: Page 14, line 18***

**Change:** "PARKING. FOR ANY WATERFRONT PLANNED DEVELOPMENT, THE DEVELOPER SHALL PROVIDE BICYCLE PARKING AT A MINIMUM LEVEL EQUIVALENT TO THE NUMBER OF VEHICLE PARKING SPACES (ON A ONE-TO ONE BASIS) BY LAND USE THAT WOULD OTHERWISE BE REQUIRED BY THE TABLE OF OFF-STREET PARKING REQUIREMENTS IN 21.66.130."

**to:**

"PARKING. FOR ANY WATERFRONT PLANNED DEVELOPMENT, THE DEVELOPER SHALL PROVIDE BICYCLE PARKING AT A MINIMUM LEVEL EQUIVALENT TO THE NUMBER OF VEHICLE PARKING SPACES (ON A ONE-TO ONE BASIS) BY LAND USE THAT WOULD OTHERWISE BE REQUIRED BY THE TABLE OF OFF-STREET PARKING REQUIREMENTS IN 21.66.130 FOR THAT TYPE OF USE."

**Explanation:** Additional clarification

***Amendment 4: Pages 15-18***

**Change:**

Uses	Subdistrict WCD-MX	Subdistrict WCD-OS
CANDY STORES, INCLUDING CANDY MAKING	P	
ICE CREAM SHOPS	P	
RESTAURANTS, STANDARD	P	
WINE BARS	P	

**to:**

Uses	Subdistrict WCD-MX	Subdistrict WCD-OS
CANDY STORES, INCLUDING CANDY MAKING	<u>P-STD</u>	
ICE CREAM SHOPS	<u>P-STD</u>	
RESTAURANTS, STANDARD	<u>P-STD</u> <u>S-STD</u>	
WINE BARS	<u>P-STD</u>	

**Explanation: Candy stores, ice cream shops, standard restaurants, and wine bars are required to meet certain standards in other zoning district. If not part of a planned development, outdoor dining is a special exception for restaurants.**

***Amendment 5: Page 17***

**Change:**

Uses	Subdistrict WCD-MX	Subdistrict WCD-OS
OUTDOOR DINING ACCESSORY TO A RESTAURANT USE INCLUDING SERVICE OF ALCOHOL	P	

**to:**

Uses	Subdistrict WCD-MX	Subdistrict WCD-OS
OUTDOOR DINING ACCESSORY TO A RESTAURANT USE INCLUDING SERVICE OF ALCOHOL	<u>P</u>	<u>P</u>

**Explanation: Outdoor dining is an accessory use for restaurants, with specific standards listed in Section 21.64.540 under "Restaurants, standard" (see Amendment 6, below).**

***Amendment 6: New Text***

21.64.540 - Restaurants, standard.

Standard restaurants are subject to the general standards for food and beverage-related uses. The following additional standards apply:

...

E. WCD AND MX District. In the WCD AND MX district:

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1. The following are permitted by right:
  - a. Any number of seats,
  - b. Alcohol with the service of food,
  - c. Outdoor dining with the exception of rooftop dining, subject to the standards enumerated in Section 21.64.540 C.1.d.,
  - d. Accessory bars.
2. Dancing and live entertainment may be permitted by special exception.
3. Rooftop dining may be permitted by special exception subject to the standards enumerated in Section 21.64.C.3.d.

**Explanation: This amendment clarifies that the standards for restaurants in the WCD are the same as those in the MX District.**

***Amendment 7: Page 21***

**Change:**

YARDS (MINIMUM)			
			REAR (FT) <sup>3</sup>
			50

<sup>3</sup>THE MINIMUM SETBACK FOR LOTS WITH WATERWAY FRONTAGE SHALL BE 50 FEET FROM THE SHORELINE, MEASURED PARALLEL TO THE SHORELINE, EXCEPT AS MAY BE MODIFIED UNDER THE PLANNED DEVELOPMENT PROVISION OF CHAPTER 21.24. NO BUILDINGS OR STRUCTURES ARE PERMITTED IN THIS YARD, EXCEPT STRUCTURES ASSOCIATED WITH PUBLIC PEDESTRIAN WALKWAYS, FLOOD CONTROL AND RELATED INFRASTRUCTURE, TEMPORARY PUBLIC ART INSTALLATIONS AND OTHER APPROVED TEMPORARY STRUCTURES

**to:**

YARDS (MINIMUM) <sup>3</sup>			
			REAR (FT) <sup>3</sup>
			50 0

<sup>3</sup>SETBACK ALONG MARKET SLIP. THE MINIMUM SETBACK FOR ALL BUILDINGS, STRUCTURES, AND USES ESTABLISHED ALONG MARKET SLIP SHALL OBSERVE A SETBACK OF NOT LESS THAN 45 ~~LOTS WITH WATERWAY FRONTAGE SHALL BE 50 FEET FROM THE SHORELINE~~ BULKHEAD, MEASURED PARALLEL TO THE ~~SHORELINE~~ BULKHEAD, EXCEPT AS MAY BE MODIFIED UNDER THE PLANNED DEVELOPMENT PROVISION OF CHAPTER 21.24. NO BUILDINGS OR STRUCTURES ARE PERMITTED IN THIS YARD, EXCEPT STRUCTURES ASSOCIATED WITH PUBLIC PEDESTRIAN WALKWAYS, FLOOD CONTROL AND RELATED INFRASTRUCTURE, TEMPORARY PUBLIC ART INSTALLATIONS AND OTHER APPROVED TEMPORARY STRUCTURES

**Explanation: The intent of this footnote is to ensure a 45-foot setback from Market Slip to a new building. This setback could pertain to the rear, side, or front of a building. The term “bulkhead” is more appropriate in this situation.**

**Amendment 8: Pages 21- 22**

**Change:**

COVERAGE, HEIGHT, FLOOR ARE RATIO (MAXIMUM)		
HEIGHT (FT) <sup>4</sup>	FLOOR AREA RATIO <sup>5</sup>	LOT COVERAGE (%)
*	5	100

<sup>5</sup> FLOOR AREA RATIO (FAR) SHALL HAVE THE MEANING SET FORTH IN SECTION 21.38.030 EXCEPT THAT ANY ENCLOSED OR UNENCLOSED SPACE BELOW THE FLOOD PROTECTION ELEVATION, AS DEFINED BY SECTION 17.11.179 OF THE CITY CODE, SHALL NOT BE COUNTED AS FLOOR AREA FOR THE PURPOSE OF CALCULATING FAR.

**to:**

COVERAGE, HEIGHT, FLOOR ARE RATIO (MAXIMUM)		
HEIGHT (FT) <sup>4</sup>	FLOOR AREA RATIO <sup>5</sup>	LOT COVERAGE (%)
*	5 <small>Bulk regulations shall be determined through the planned development process, pursuant to Chapter 21.24</small>	100 <small>Bulk regulations shall be determined through the planned development process, pursuant to Chapter 21.24</small>

~~<sup>5</sup> FLOOR AREA RATIO (FAR) SHALL HAVE THE MEANING SET FORTH IN SECTION 21.38.030 EXCEPT THAT ANY ENCLOSED OR UNENCLOSED SPACE BELOW THE FLOOD PROTECTION ELEVATION, AS DEFINED BY SECTION 17.11.179 OF THE CITY CODE, SHALL NOT BE COUNTED AS FLOOR AREA FOR THE PURPOSE OF CALCULATING FAR.~~

**Explanation: It is not necessary to set a FAR because this is restricted by height and design considerations. Lot coverage is restricted by Critical Area overlay requirements, which are proposed to be 90% for this zoning district. Both FAR and lot coverage can be determined through design review.**

**Amendment 9: New Text**

Section 21.66.130 - Table of off-street parking requirements.

**Table Notes:**

...

4. WCD, C2 or C2A Districts. Off-street parking facilities are not required in the WCD, C2 or C2A districts except that uses containing 20,000 square feet or more of floor area must provide 20 parking spaces, plus one space for each additional 500 square feet of floor area.

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**Explanation: Parking requirements for the WCD District will be the same as those for C2 and C2A.**

**RECOMMENDATION**

Having made the above findings, the Planning Commission, by a vote of 5/6 recommends approval of the proposed ordinance O-7-13 with nine amendments.

Adopted June 6, 2013

  
Dr. Eleanor M. Harris, Chair



*City of Annapolis*

**DEPARTMENT OF PLANNING AND ZONING**

145 Gorman Street, 3<sup>rd</sup> Floor, Annapolis, Maryland 21401

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

Chartered 1708

JON ARASON, AICP  
DIRECTOR

May 28, 2013

**MEMORANDUM**

**To: Planning Commission**

**From: Jon Arason, Director of Planning and Zoning**

**Re: O-7-13: Establishment of a New Zoning District: Waterfront City Dock, Phase One**

**Encl: O-7-13; Attachment 1: Technical Analysis of Proposed Height Measurement Methodology;  
Attachment 2: O-7-13 with Track Changes for Amendments**

SUMMARY

Ordinance O-7-13 proposes amendments to Title 21, including the establishment of a new zoning district, in order to implement the recommendations of the City Dock Master Plan.

Text amendments proposed include:

- Establishment of a new Waterfront City Dock (WCD) zoning district with use, bulk regulations, parking, and lot coverage regulations
- Amending the method for measuring height in the Historic District to include a provision related to the flood protection elevation for applicable properties
- Creation of a new class of planned development—the Waterfront Planned Development
- Addition of a new standard for all planned developments that requires them to promote a design that takes into account the historic and cultural context
- Defining the term “Comprehensive Plan” where used throughout the zoning code to be in accordance with the state-mandated definition
- Establishing regulations for the removal of billboard signs

Map amendments proposed include:

- Rezoning of parcels 1246, 1247, 1210, 1255, 1248, and 1256, which are located along Compromise Street, from Waterfront Maritime Conservation (WMC) district to WCD
- Reclassification of the height district for property located in the WCD-MX, Waterfront City Dock Mixed Use zoning subdistrict

BACKGROUND AND ANALYSIS

The City Dock Advisory Committee (CDAC) was established in September 2010 to advise the City on rejuvenating City Dock. The City Dock Master Plan was introduced to City Council in November 2012, and Ordinance O-7-13 was introduced on May 13, 2013. O-7-13 proposes a new zoning district that draws on the recommendations of the master plan. It is a sectional zoning map amendment and a zoning text amendment. The density, uses, bulk regulations, and parking requirements for this new zoning district are a combination of the existing regulations and standards in place for the Conservation

Business District (C2) and the Waterfront Maritime Conservation (WMC) district, with certain changes that are discussed below.

The new Waterfront City Dock district is divided into two subdistricts: Waterfront City Dock Open Space (WCD-OS) and Waterfront City Dock Mixed Use (WCD-MX). The uses allowed in the WCD-OS zone would largely be limited to open space activities. These could include accessory sidewalk cafés, outdoor market activities, and temporary uses and structures in addition to public open spaces and parks/plazas. The WCD-MX zone would allow a broad array of land uses, including multiple family residential, hotel, retail, restaurants, and many maritime uses.

New bulk regulations are proposed for development in the new WCD district. The standards would be subject to modification as part of a Waterfront Planned Development. Generally, setbacks would not be required, although a 45-foot setback from Market Slip is required of all new buildings. This setback could pertain to the rear, side, or front of a building.

Maximum density permitted would be determined in part by the plan review process. The actual permitted size of any new building would be further constrained by proposed building height restrictions and a proposed requirement that the ground floor of all new buildings be used commercially.

Developments in the WCD district that are over 10,000 square feet in gross floor area would be required to meet the employee share of parking demand through participation in an off-site parking and shuttle service program, which would include the City's hospitality employee parking program. Otherwise, as in the C2 and C2A Districts, off-street parking facilities are not required except that uses containing 20,000 square feet or more of floor area must provide 20 parking spaces, plus one space for each additional 500 square feet of floor area. Bicycle parking, equivalent in number to the vehicular parking spaces required by the City Code's table of required off-street parking spaces, would be required; this requirement could be met off-site.

### ***Changes to Height Measurement and Special Height Districts***

On May 16, 2013, the Planning Commission recommended that City Council approve the City Dock Master Plan. The Commission recommended that the height for the development site on Compromise Street be 2-3 stories and that there should be revised zoning regulations to change how height is measured. The Planning Commission findings stated that height "should be changed to measure from grade or flood protection elevation, whichever is greater to ensure the number of allowed stories is achievable given existing federal and local floodplain regulations."

This ordinance proposes both these changes—that the Compromise Street development site be moved from Special Height District One to Special Height District Two and that a new method of measuring height is utilized in the Historic District, where the property is located in the floodplain. There are currently three special height districts in the Historic District and these would be maintained. The height districts are:

- Special Height District One, which allows a maximum height of 22 feet to the building cornice and 32 feet to the ridgeline
- Special Height District Two, which allows a maximum height of 28 feet to the building cornice and 38 feet to the ridgeline

- Special Height District Three, which allows a maximum height of 35 feet to the building cornice and 45 feet to the ridgeline.

The new technique for measuring height would affect properties where grade is lower than the flood protection elevation. “**Flood protection elevation**” is defined in City Code Section 17.11.179 as “the base flood elevation plus two feet of freeboard.” There are several important terms in this definition. First is “**base flood**.” According to FEMA, this is the name for the flood “having a one percent chance of being equaled or exceeded in any given year. This is the regulatory standard also referred to as the ‘100-year flood.’ The base flood is the national standard used by the National Flood Insurance Program (NFIP) and all Federal agencies for the purposes of requiring the purchase of flood insurance and regulating new development.” “**Base Flood Elevations**” (BFEs) are typically shown on Flood Insurance Rate Maps (FIRM). This is the computed elevation to which floodwater is anticipated to rise during the base flood.

The BFE is the regulatory requirement for the elevation or floodproofing of structures. The relationship between the BFE and a structure’s elevation determines the flood insurance premium. For a community to participate in the National Flood Insurance Program, it must adopt and enforce floodplain management regulations that meet or exceed the minimum NFIP standards and requirements. The City of Annapolis exceeds the requirements of the NFIP because the City Code additionally requires two feet of freeboard. “**Freeboard**” is “a factor of safety that compensates for uncertainty in factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, obstructed bridge openings, debris and ice jams, climate change, and the hydrologic effect of urbanization in a watershed” (Section 17.11.179).

According to the most recent FIRM for Annapolis (Map #24003C0251E, effective October 16, 2012), the base flood elevation is 6.4 feet. Adding two feet of freeboard means that the flood protection elevation around City Dock is 8.4 feet.

The map on the following page shows a section of the FIRM for Annapolis. The light blue line shows base flood elevation. The map on page 5 shows topography at City Dock. The Compromise Street development site ranges in elevation from approximately 2-5 feet. If the grade was a uniform four feet above sea level, the new technique for measuring height would be calculated as follows:

(Flood protection elevation) – (site elevation) = X, where X is additional height above grade

4 Feet at Sea Level

$$(8.4') - (4') = 4.4'$$

If the proposed methodology for measuring height was adopted, but these parcels remained in Special Height District One, the following would apply:

Special Height District One Limits = 22' and 32'

$$22' + 4.4' = 26.4' \text{ from grade to cornice}$$

$$32' + 4.4' = 36.4' \text{ from grade to ridgeline}$$

Note: the first 4.4 feet could not be habitable space.

If the parcels were moved to Special Height District Two and the proposed methodology was adopted,

the following would apply:

Special Height District Two Limits = 28' and 38'

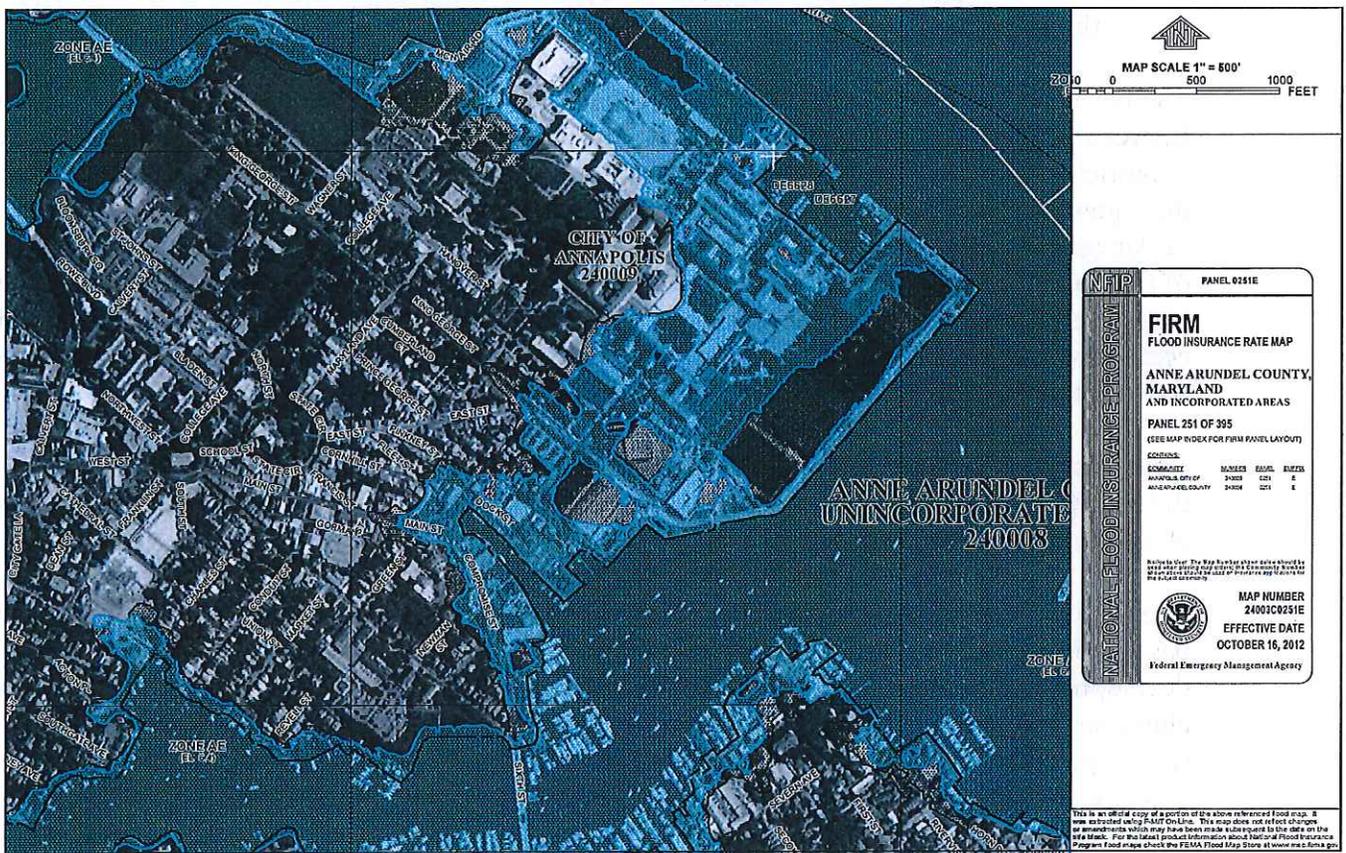
28' + 4.4' = 32.4' from grade to cornice

38' + 4.4' = 42.4' from grade to ridgeline

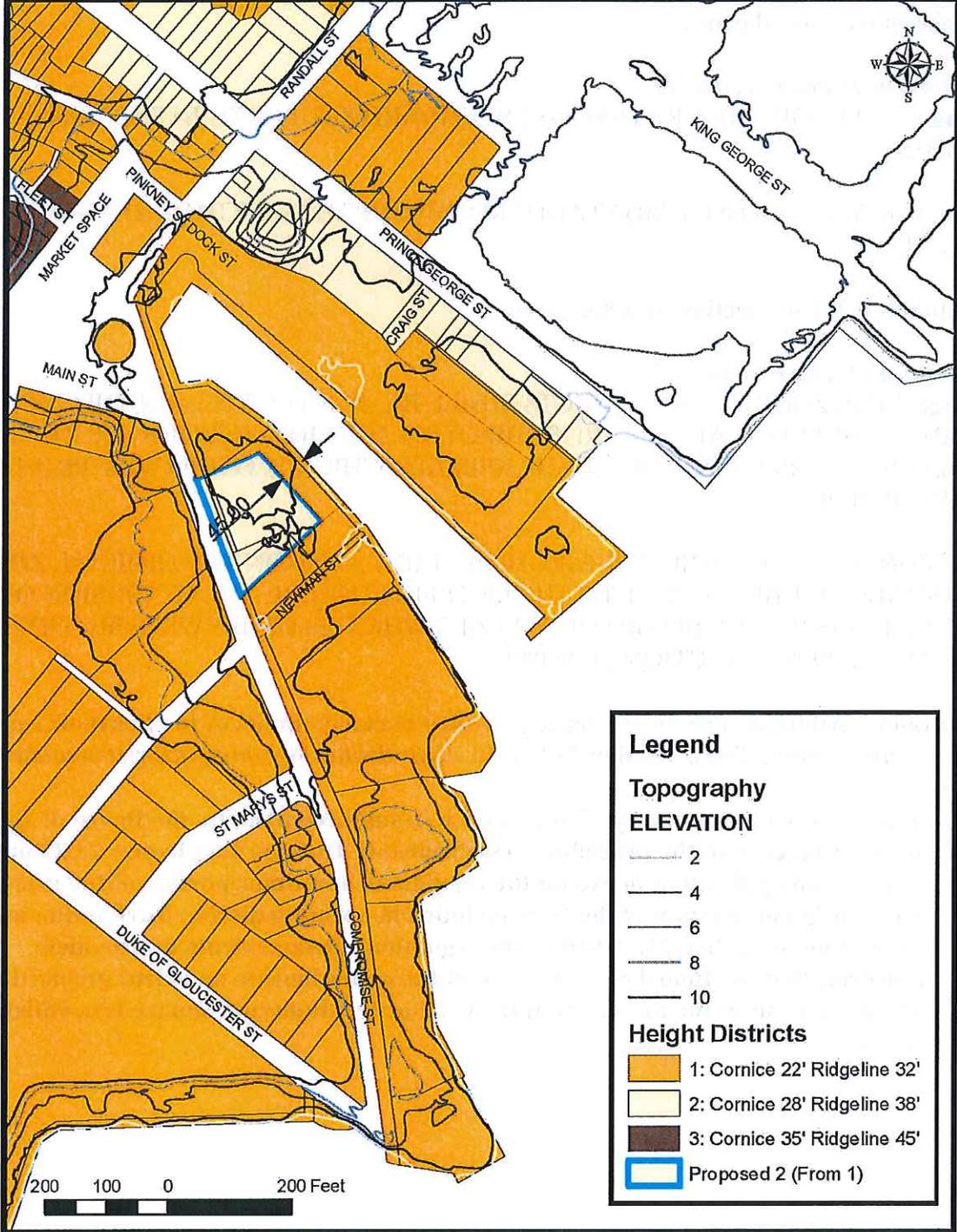
Note: the first 4.4 feet could not be habitable space.

An additional requirement and potential limit to height in this district is that a viewshed analysis would be required as part of a Planned Development application in order to determine the impact of new elevations.

For more discussion regarding height calculations, see Attachment 1.



Historic District Special Height Districts at City Dock, Phase I Proposed



\*Image is not to scale, but can be printed to scale upon request

RECOMMENDED AMENDMENTS

Staff offers nine amendments that help to clarify new language and requirements. These are technical, not substantive, amendments.

*Amendment 1: Page 11, line 11*

**Change:** "...FLOOR AREA RATIO (FAR) STANDARD SET FORTH IN SECTION 21.50.315 ..."

**to:**

"...FLOOR AREA RATIO (FAR) STANDARD SET FORTH IN SECTION ~~21.50.315~~  
21.50.280 ..."

**Explanation:** Wrong section number given

*Amendment 2: Page 13, line 22*

**Change:** "THE ZONING SUBDISTRICTS SHALL BE AS INDICATED ON THE OFFICIAL ZONING MAP AND SHALL NOT BE SUBJECT TO THE MODIFICATION OR THE EXTENSION OF REGULATIONS BY THE BOARD OF APPEALS WHICH IS OTHERWISE PROVIDED FOR IN CHAPTER 21.20."

**to:**

"THE ZONING SUBDISTRICTS SHALL BE AS INDICATED ON THE OFFICIAL ZONING MAP AND SHALL NOT BE SUBJECT TO THE MODIFICATION OR THE EXTENSION OF REGULATIONS BY THE BOARD OF APPEALS WHICH IS OTHERWISE PROVIDED FOR IN CHAPTER 21.20 AND SECTION 21.06.040."

**Explanation:** Additional cross-reference provided to clarify limits of the Board of Appeals ability to alter zoning lines. Section 21.06.040 - *Lots divided by zoning district boundaries* states:

Where a district boundary divides a tract in single ownership, the Board of Appeals, in accordance with the procedures established in Division II, Chapter 21.20 may approve an application to extend the regulations for either portion of the tract to any contiguous portion of the tract included in a zoning district listed in the same subsection of Section 21.06.010 as the regulations being extended; provided, however, that the Board shall not extend the regulations to an extent greater than twenty percent of the total area of the tract or five thousand square feet, whichever is less.

**Amendment 3: Page 14, line 18**

**Change:** “PARKING. FOR ANY WATERFRONT PLANNED DEVELOPMENT, THE DEVELOPER SHALL PROVIDE BICYCLE PARKING AT A MINIMUM LEVEL EQUIVALENT TO THE NUMBER OF VEHICLE PARKING SPACES (ON A ONE-TO ONE BASIS) BY LAND USE THAT WOULD OTHERWISE BE REQUIRED BY THE TABLE OF OFF-STREET PARKING REQUIREMENTS IN 21.66.130.”

**to:**

“PARKING. FOR ANY WATERFRONT PLANNED DEVELOPMENT, THE DEVELOPER SHALL PROVIDE BICYCLE PARKING AT A MINIMUM LEVEL EQUIVALENT TO THE NUMBER OF VEHICLE PARKING SPACES (ON A ONE-TO ONE BASIS) BY LAND USE THAT WOULD OTHERWISE BE REQUIRED BY THE TABLE OF OFF-STREET PARKING REQUIREMENTS IN 21.66.130 FOR THAT TYPE OF USE.”

**Explanation: Additional clarification**

**Amendment 4: Pages 15-18**

**Change:**

Uses	Subdistrict WCD-MX	Subdistrict WCD-OS
CANDY STORES, INCLUDING CANDY MAKING	P	
ICE CREAM SHOPS	P	
RESTAURANTS, STANDARD	P	
WINE BARS	P	

**to:**

Uses	Subdistrict WCD-MX	Subdistrict WCD-OS
CANDY STORES, INCLUDING CANDY MAKING	<u>P-STD</u>	
ICE CREAM SHOPS	<u>P-STD</u>	
RESTAURANTS, STANDARD	<u>P-STD</u> <u>S-STD</u>	
WINE BARS	<u>P-STD</u>	

**Explanation: Candy stores, ice cream shops, standard restaurants, and wine bars are required to meet certain standards in other zoning district. If not part of a planned development, outdoor dining is a special exception for restaurants.**

**Amendment 5: Page 17**

**Change:**

Uses	Subdistrict WCD-MX	Subdistrict WCD-OS
OUTDOOR DINING ACCESSORY TO A RESTAURANT USE INCLUDING SERVICE OF ALCOHOL	P	

**to:**

Uses	Subdistrict WCD-MX	Subdistrict WCD-OS
<del>OUTDOOR DINING ACCESSORY TO A RESTAURANT USE INCLUDING SERVICE OF ALCOHOL</del>	<del>P</del>	<del>P</del>

**Explanation: Outdoor dining is an accessory use for restaurants, with specific standards listed in Section 21.64.540 under “Restaurants, standard” (see Amendment 6, below).**

**Amendment 6: New Text**

21.64.540 - Restaurants, standard.

Standard restaurants are subject to the general standards for food and beverage-related uses. The following additional standards apply:

...

E. WCD AND MX District. In the WCD AND MX district:

1. The following are permitted by right:
  - a. Any number of seats,
  - b. Alcohol with the service of food,
  - c. Outdoor dining with the exception of rooftop dining, subject to the standards enumerated in Section 21.64.540 C.1.d.,
  - d. Accessory bars.
2. Dancing and live entertainment may be permitted by special exception.
3. Rooftop dining may be permitted by special exception subject to the standards enumerated in Section 21.64.C.3.d.

**Explanation: This amendment clarifies that the standards for restaurants in the WCD are the same as those in the MX District.**

**Amendment 7: Page 21**

**Change:**

YARDS (MINIMUM)			
			REAR (FT) <sup>3</sup>
			50

<sup>3</sup>THE MINIMUM SETBACK FOR LOTS WITH WATERWAY FRONTAGE SHALL BE 50 FEET FROM THE SHORELINE, MEASURED PARALLEL TO THE SHORELINE, EXCEPT AS MAY BE MODIFIED UNDER THE PLANNED DEVELOPMENT PROVISION OF CHAPTER 21.24. NO BUILDINGS OR STRUCTURES ARE PERMITTED IN THIS YARD, EXCEPT STRUCTURES ASSOCIATED WITH PUBLIC PEDESTRIAN WALKWAYS, FLOOD CONTROL AND RELATED INFRASTRUCTURE, TEMPORARY PUBLIC ART INSTALLATIONS AND OTHER APPROVED TEMPORARY STRUCTURES

to:

YARDS (MINIMUM) <sup>3</sup>			
			REAR (FT) <sup>3</sup>
			50 0

<sup>3</sup>SETBACK ALONG MARKET SLIP. THE MINIMUM SETBACK FOR ALL BUILDINGS, STRUCTURES, AND USES ESTABLISHED ALONG MARKET SLIP SHALL OBSERVE A SETBACK OF NOT LESS THAN 45 ~~LOTS WITH WATERWAY FRONTAGE SHALL BE 50 FEET FROM THE SHORELINE BULKHEAD, MEASURED PARALLEL TO THE SHORELINE BULKHEAD, EXCEPT AS MAY BE MODIFIED UNDER THE PLANNED DEVELOPMENT PROVISION OF CHAPTER 21.24. NO BUILDINGS OR STRUCTURES ARE PERMITTED IN THIS YARD, EXCEPT STRUCTURES ASSOCIATED WITH PUBLIC PEDESTRIAN WALKWAYS, FLOOD CONTROL AND RELATED INFRASTRUCTURE, TEMPORARY PUBLIC ART INSTALLATIONS AND OTHER APPROVED TEMPORARY STRUCTURES~~

**Explanation: The intent of this footnote is to ensure a 45-foot setback from Market Slip to a new building. This setback could pertain to the rear, side, or front of a building. The term “bulkhead” is more appropriate in this situation.**

**Amendment 8: Pages 21- 22**

**Change:**

COVERAGE, HEIGHT, FLOOR ARE RATIO (MAXIMUM)		
HEIGHT (FT) <sup>4</sup>	FLOOR AREA RATIO <sup>5</sup>	LOT COVERAGE (%)
*	5	100

<sup>5</sup> FLOOR AREA RATIO (FAR) SHALL HAVE THE MEANING SET FORTH IN SECTION 21.38.030 EXCEPT THAT ANY ENCLOSED OR UNENCLOSED SPACE BELOW THE FLOOD PROTECTION ELEVATION, AS DEFINED BY SECTION 17.11.179 OF THE CITY

CODE, SHALL NOT BE COUNTED AS FLOOR AREA FOR THE PURPOSE OF CALCULATING FAR.

to:

COVERAGE, HEIGHT, FLOOR ARE RATIO (MAXIMUM)		
HEIGHT (FT) <sup>4</sup>	FLOOR AREA RATIO <sup>5</sup>	LOT COVERAGE (%)
*	5 <small>Bulk regulations shall be determined through the planned development process, pursuant to Chapter 21.24</small>	400 <small>Bulk regulations shall be determined through the planned development process, pursuant to Chapter 21.24</small>

~~<sup>5</sup>FLOOR AREA RATIO (FAR) SHALL HAVE THE MEANING SET FORTH IN SECTION 21.38.030 EXCEPT THAT ANY ENCLOSED OR UNENCLOSED SPACE BELOW THE FLOOD PROTECTION ELEVATION, AS DEFINED BY SECTION 17.11.179 OF THE CITY CODE, SHALL NOT BE COUNTED AS FLOOR AREA FOR THE PURPOSE OF CALCULATING FAR.~~

**Explanation: It is not necessary to set a FAR because this is restricted by height and design considerations. Lot coverage is restricted by Critical Area overlay requirements, which are proposed to be 90% for this zoning district. Both FAR and lot coverage can be determined through design review.**

*Amendment 9: New Text*

Section 21.66.130 - Table of off-street parking requirements.

**Table Notes:**

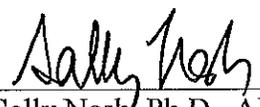
...  
 4. WCD, C2 or C2A Districts. Off-street parking facilities are not required in the WCD, C2 or C2A districts except that uses containing 20,000 square feet or more of floor area must provide 20 parking spaces, plus one space for each additional 500 square feet of floor area.

**Explanation: Parking requirements for the WCD District will be the same as those for C2 and C2A.**

RECOMMENDATION

Staff recommends that the new zoning district and other zoning changes that are proposed in O-7-13 be APPROVED with the recommended amendments.

Report Prepared by

  
 Sally Nash, Ph.D., AICP  
 Chief of Comprehensive Planning

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**CITY COUNCIL OF THE  
City of Annapolis**

**Resolution No. R-49-12**

**Introduced by: Mayor Cohen**

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	180 Day Rule
12/10/12			03/10/12
Referred to	Referral Date	Meeting Date	Action Taken
Rules and City Government	12/10/12		
Economic Matters	12/10/12		
Planning Commission	12/10/12		
Historic Preservation Commission	12/10/12		

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**A RESOLUTION** concerning

**2012 City Dock Master Plan**

**FOR** the purpose of adopting the Draft City Dock Master Plan as an addendum to the 2009 Annapolis Comprehensive Plan.

**WHEREAS,** The Maryland Annotated Code, Land Use Article, Title 3, requires municipalities to adopt comprehensive plans, which are to include policies, statements, goals, and interrelated plans for private and public land use, transportation, and community facilities, and which are to be documented in texts and maps that constitute the guide for future development; and

**WHEREAS,** the Annapolis City Council adopted successive comprehensive plans for the City in 1975, 1985, 1998, and 2009; and

**WHEREAS,** on October 5, 2009 the Annapolis City Council adopted the 2009 Annapolis Comprehensive Plan pursuant to R-32-09Amended; and

**WHEREAS,** pursuant to the stated policy of the 2009 Annapolis Comprehensive Plan to "enhance the public realm of City Dock and its environs," in September 2010 the City Council established the City Dock Advisory Committee to advise the City on rejuvenating City Dock; and

**WHEREAS,** the City Dock Advisory Committee, is comprised of 25 members and includes business owners, property owners, historians, artisans, and designers; and

1 **WHEREAS,** the City Dock Advisory Committee, conducted public forums, solicited input  
2 from stakeholders, held public meetings, and developed a Draft City Dock  
3 Master Plan; presented their phase one report, "Visions and Guiding Principles"  
4 to City Council on July 21, 2011; and made a presentation to the City of  
5 Annapolis City Council on November 26, 2012; and  
6

7 **WHEREAS,** the City Dock Advisory Committee has recommended to the City Council the  
8 adoption of a City Dock Master Plan as an addendum to the 2009 Annapolis  
9 Comprehensive Plan and transmitted the Draft City Dock Master Plan to the  
10 Annapolis City Council on December 10, 2012; and  
11

12 **WHEREAS,** the City Dock Master Plan, if adopted by the City Council by passage of this  
13 Resolution, shall constitute an addendum to the 2009 Annapolis  
14 Comprehensive Plan which sets forth goals and a guide for future  
15 development; and  
16

17 **NOW, THEREFORE, BE IT RESOLVED BY THE ANNAPOLIS CITY** that the Draft City Dock  
18 Master Plan, attached to this Resolution, is also available online at  
19 <http://www.annapolis.gov/Government/Departments/PlanZone/CityDockPlan/masterplan.aspx>,  
20 is hereby adopted; and  
21

22 **BE IT FURTHER RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that the City Dock Master  
23 Plan be, and the same hereby, made part of the 2009 Annapolis Comprehensive Plan. The Plan  
24 shall be known as the "2012 City Dock Master Plan;" and  
25

26 **BE IT FURTHER RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that the adoption of the  
27 City Dock Master Plan shall not be construed as an approval of individual projects that may be  
28 recommended therein, and that the Annapolis City Council reserves the right to consider,  
29 debate, oppose, or support specific actions that may come before the Council and that are  
30 intended to implement specific elements of the Plan.  
31

32  
33  
34 **ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
35  
36

ATTEST: THE ANNAPOLIS CITY COUNCIL

BY \_\_\_\_\_  
Regina C. Watkins-Eldridge, MMC, City Clerk Joshua J. Cohen, Mayor

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41  
42 **EXPLANATION**  
43 CAPITAL LETTERS indicate matter added to existing law.  
44 [brackets] indicate matter stricken from existing law.  
45 Underlining indicates amendments.  
46

## Staff Report

### R-49-12 - 2012 City Dock Master Plan

This resolution, if adopted, will approve the 2012 City Dock Master Plan and designate the plan as an addendum to the 2009 Annapolis Comprehensive Plan (adopted by the City Council on October 5, 2009 pursuant to R-32-09Amended). The City Dock Master Plan seeks to advance the policy directive, found in the 2009 Comprehensive Plan, to “enhance the public realm of City Dock and its environs.” The plan represents a framework for guiding improvements and redevelopment in the City Dock area.

The City Dock Master Plan was created by the City Dock Advisory Committee (CDAC). Formed by the City Council in September 2010, CDAC was directed to:

- Establish the guiding principles for the use and redevelopment of the City Dock area;
- Develop and define a design plan for City Dock based on those principles, and
- Encourage and coordinate public participation via a series of public events throughout the process.

Since its founding, CDAC, together with the Planning & Zoning Department and a team of consultants, developed the Draft City Dock Master Plan. All of CDAC’s meeting were open to the public and included presentation stakeholder meetings and two public workshops. On July 21, 2011, the CDAC presented its phase one report, "Visions and Guiding Principles" to the City Council. As explained more fully in that report, CDAC’s five guiding principles are:

- Gradual improvement with emphasis on historic layout, scale, and vistas;
- High quality walkable public open spaces,
- Toward balance in transportation on City Dock,
- Greening and sustainability; and
- Public art – nurturing the uniqueness of place.

The City Dock Master Plan recommends a comprehensive strategy for improvements based on the principles from the Phase 1 Report. It also recommends strategies in support of the plan, including a management entity, parking management, a comprehensive rezoning of the City Dock area, redevelopment sites, capital improvements, and traffic engineering.

Prepared by Virginia Burke, Chief of Comprehensive Planning, Department of Planning and Zoning, [VJBurke@annapolis.gov](mailto:VJBurke@annapolis.gov) and Carol Richardson, Legislative and Policy Analyst, City of Annapolis Office of Law, [cdrichardson@annapolis.gov](mailto:cdrichardson@annapolis.gov) or 410.263.1184.

# Annapolis City Dock Master Plan

A Framework to Guide Improvements & Redevelopment



December 2012

## *A Letter to the Citizens of Annapolis*

*In 2010, Mayor Josh Cohen directed that a citizens' committee be formed to advise the City on rejuvenating City Dock – the City Dock Advisory Committee (CDAC). The Mayor charged us with three objectives: to establish guiding principles for the use and redevelopment of City Dock, to develop a master plan based on those principles, and to encourage and coordinate public participation throughout the planning process. CDAC has now completed our tasks and we are pleased to deliver this master plan report. We published our first report, Visions and Principles, Phase One Report, in July 2011. It has been an honor for us to serve the City in preparing this Plan, which we hope will help bring economic revitalization to City Dock; the City's Beautiful Historic Seaport.*

*As part of our work we hosted two citizen work sessions at the Old Recreation Center at City Dock. At the first, citizens reviewed alternative approaches to addressing broad concerns, such as open space, pedestrian and vehicular circulation, and access to the water, and evaluated the relative strengths and weakness of different ideas. At the second workshop, we asked citizens to evaluate and deliberate on a preliminary master plan. We also held seven committee meetings between May and November 2012 as we prepared this Master Plan; each was open to the public and the input we received at these meetings helped shape this document.*

*We embrace the outcome of our efforts yet we note that we are not unanimous in our support of two elements of the Plan. The first concerns the intersection of Compromise, Main, and Randall. While one-half of our committee supports the Plan's call to convert Memorial Circle to a "T" intersection, the other half has reservations about any such change and would generally prefer modifications, or no changes at all, to the current circle. The CDAC does agree that the intersection needs further evaluation to assess traffic operational and aesthetic concerns because of its central role, for better or for worse, in shaping the pedestrian experience and the opportunities for public space. The second element is parking along Dock Street. While we are less divided on this question, we recognize that reducing the number of parking spaces along Dock Street will require the City to commit to effective parking management strategies to ensure that short-term customer parking remains available even while the total number of spaces on Dock Street is reduced. We encourage the City to balance the planned open space improvements with thoughtful implementation of parking management and involve the business owners on Dock and Market Streets.*

*A considerable amount of work has been undertaken and more than anything, it has revealed to us the great complexities that attend any effort to prepare a plan for such a unique and significant part of our City. The consensus of CDAC is that this Master Plan is a guide to public and private decision-making. We encourage the City to work diligently in implementing it and to seek, on an ongoing basis, the input of all members of the community. We know that any plan will take years to implement, that options will be tried and tested, learning will take place and new responses will be adopted. We are encouraged that the unanimously supported principles we established in 2011 are not only achievable with this Plan; they are its very foundation.*

*Much work still lies ahead now that we have completed our assignment. This Plan will be reviewed by the Planning Commission, which is officially charged with making plans that guide development and redevelopment in Annapolis. The Historic Preservation Commission and other appointed or voluntary associations and commissioners both in and outside of City government will review and comment on this Plan. To those groups we ask first and foremost that you recognize, as we have, that there is a broad set of community interests, values, and concerns, many of which are competing. These varying concerns and interests must be held in balance and respected.*

*We understand that a Master Plan is a document that provides direction and guidance; it is not a detailed design to be quibbled over or a static design that can never be adjusted. The illustrated plan in this report is a hopeful target; a destination point to be arrived at. In order to get there, we ask all concerned to remember that each decision made at City Dock, whether*

*it concerns a private request for a zoning change or a public need for flood protection, has the opportunity to either detract from or contribute to this Plan. We respectfully and earnestly ask the Mayor and City Council to weigh such decisions against this Master Plan, which at its core reflects the public's interest and aspirations for the future of City Dock.*

## *~the Members of the City Dock Advisory Committee*

*Chairman Kurt Schmoke  
Vice-Chairman Gene Godley  
Adriana Apolito-Bevis  
Karen Theimer Brown,  
Joe Budge  
Anthony Clarke  
Dick D'Amato  
Cathy Durkan  
Debbie Gosselin*

*Matt Grubbs  
John Guild  
Kitty Higgins  
Catharine Incaprera  
Ann Jensen  
Gary Jobson  
Pearse O'Doherty  
Rhonda Pindell-Charles  
Orlando Ridout V*

*Joseph Rubino  
Chris Schein  
Gary Schwerzler  
NT Sharps  
Peggy Summers  
Robert Waldman  
Chance Walgran  
Carol Nethen West*

# Acknowledgment Page

# The City Dock Master Plan

This Plan is a response to the place of City Dock, as it is. It does not seek to impose ideas but instead helps reveal the potential and possibility held in the current condition, the beautiful historic Annapolis seaport. The Plan offers responses to the needs of today and tomorrow but is grounded in a profound respect for the historical context of Annapolis.

The Master Plan is illustrated here. It is not meant to be static in its design. It is instead a guide to decision-making for the next 20 years. The Master Plan should guide infrastructure improvements, redevelopment plans, and zoning decisions. Since the Plan was prepared with a great deal of citizen involvement, it also stands as an invitation to the citizens of Annapolis to work toward realizing the new possibilities that can be found at City Dock.

## The Contents of this Report

- I. Annapolis City Dock
- II. Principles Applied
  - A. Gradual Improvement with Emphasis on Historic Layout, Scale, Vistas
  - B. High Quality Walkable Public Open Spaces
  - C. Toward Balance in Transportation on City Dock
  - D. Greening and Sustainability
  - E. Public Art: Nurturing the Uniqueness of Place
- III. Strategies that Support the Plan
- IV. Conclusion



# I. Annapolis City Dock

In as much as any place can, City Dock holds within its frame a long-running conversation about community that has much to offer. The radial streets of the 1695 Annapolis city plan lead to a beautiful place at the water's edge. It is a place of everyday commerce and special civic gatherings, a place of arrival and departure, a place for chance encounters. As the Alex Haley Memorial reminds us, it is also a place for honoring the triumph of the human spirit.

Both individual and collective efforts have for centuries sculpted and re-sculpted City Dock. In the 18<sup>th</sup> and 19<sup>th</sup> century, the City formalized, and filled the inlet using all manner of fill—oyster shells, lumber, rock, and dredge. In the process the City created new land and Annapolitans built maritime buildings and commercial enterprises. Buildings, businesses, and infrastructure on City Dock were replaced again and again in a process of continual change.

The Market House took form at City Dock in the early part of the City's history and by the late 19<sup>th</sup> century the public space around Market House had achieved a formal structure. It was improved into a park with trees and a traffic circle between Green Street and Middleton's Tavern. By the mid 20<sup>th</sup> century use of the space within the circle was privatized and eventually it gave way to the circulation demands of the automobile. Compromise Street was extended to Spa Creek by this time and thus City Dock was connected to Eastport via road.



By the middle of the 20<sup>th</sup> century, many of the buildings on the north side of City Dock had been replaced with the parking lots that are still there today and the building pattern along Compromise Street had begun to take the form we see now. City Dock is not what it was centuries ago but its history is recognizable in today's patterns, vistas, buildings, and commercial activities.

City Dock has much history still to come and its continual change will speak to future Annapolitans of today's values and today's responses to changing needs and conditions. A central and integral objective of this Plan is the rejuvenation and sustained economic revitalization of City Dock. The Plan envisions critically important investments such as wider sidewalks, public spaces, flood protection, and public arts programming that reinforces the Annapolis Beautiful Historic Seaport brand, and thoughtful management of parking supplies that increase the availability of customer parking. These are among the public space investments that have helped revitalize downtown waterfront district throughout the world.

## II. Guiding Principles Applied

In 2010, Mayor Josh Cohen directed the Planning Department to form a citizens' committee to advise the City on rejuvenating City Dock. Twenty-five members reflecting varying interests were appointed and the City Dock Advisory Committee (CDAC) began its work. The Mayor charged the CDAC with establishing guiding principles for the use and redevelopment of City Dock, developing a master plan based on those principles, and encouraging and coordinating public participation throughout the planning process. CDAC published its first report, *City Dock Advisory Committee: Visions and Guiding Principles, Phase One Report*, in July 2011 after outreach to the Annapolis community. The principles as adopted by CDAC are listed in the Appendix to this report.

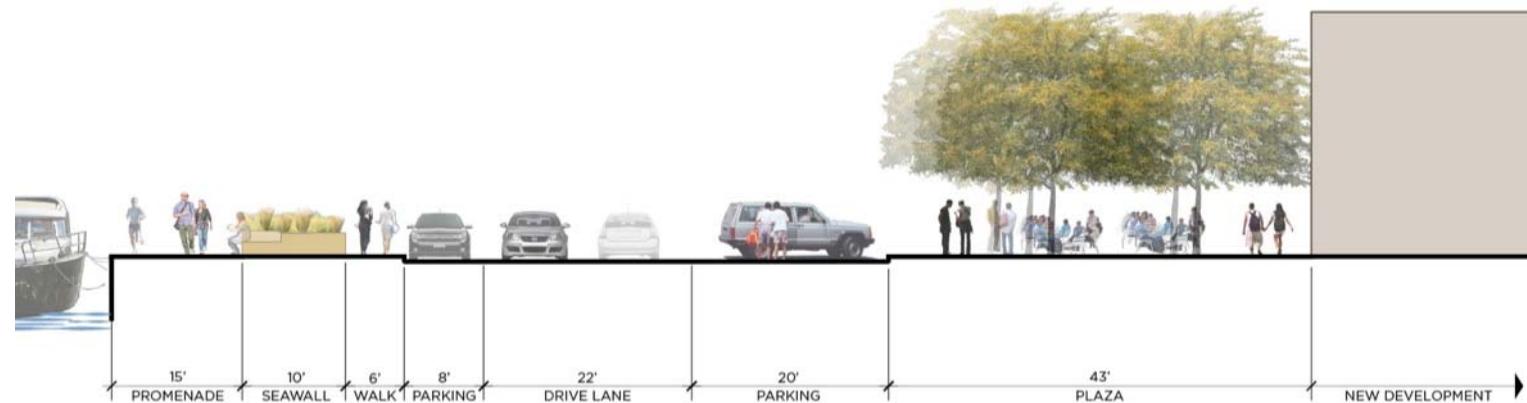
CDAC's guiding principles are the foundation for this Master Plan and the presentation, which follows, is organized around these principles. Each of the next sections leads with a summary statement of a guiding principle: (1) Gradual Improvement with Emphasis on Historic Layout, Scale, Vistas, (2) High Quality Walkable Public Open Spaces, (3) Toward Balance in Transportation on City Dock, (4) Greening and Sustainability, and (5) Public Art: Nurturing the Uniqueness of Place.



## A. Gradual Improvement with Emphasis on Historic Layout, Scale, Vistas

### Gradual Improvements and Emphasis on Context

As an example of how a master plan works with gradual improvement and emphasis on context, consider the sidewalk in front of the businesses on City Dock. It is too narrow to handle regular pedestrian traffic and it is an obstacle to the flow of pedestrians especially along the 100 block of Dock Street. Widening the sidewalk while holding its new edge parallel to the bulkhead rather than to the buildings has the effect of creating an increasingly wider pedestrian zone along the building frontage as the sidewalk extends eastward to Craig Street. As sidewalks approach 30 or more feet in width they can become places for outdoor dining, shade, street furniture, bicycle parking, and more, all of which increases social and economic vitality. This public improvement therefore creates a new center of activity that draws people out to Dock Street. With the enlargement of the existing sidewalk to create a larger pedestrian zone in front of the buildings, the Plan also effectively defines the edge of Dock Street, which can then be seen as a well-defined commercial street rather than as drive aisle through a parking lot. Improvements such as above should be made gradually in time so that the City can assess how they are working before making the next improvement.



There are other such instances, such as at Market House, where modest changes find their genesis in an historic framework. On the south end of Market House (facing Green Street), the Plan seeks to reclaim space for public use. Perhaps nowhere else in Annapolis does the potential exist for an outdoor room so close to the water and yet so nicely framed by the City's historic architecture. In reclaiming this space for people, the Plan reclaims the historic urban fabric of City Dock, rededicating space that had historically been available for public use. This potential is particularly achievable, if the opportunity to convert Memorial Circle to a more space-efficient T intersection is taken, as discussed later in the Plan.



## Scale and Vistas

The City Plan for Annapolis (1695) is in the Grand Manner or Baroque style. Not unlike plans for Paris, Rome, and Washington D.C., the Annapolis City Plan makes grand gestures with radiating streets and open vistas. These enduring elements of civic beauty are not accidents of topography or the unintended result of private decision-making about building or development. These features of City Dock are by design; they are intentional.

The long view enjoyed from along Main Street out to the Chesapeake Bay is intentional and nothing in the Master Plan impedes or distracts from this view.



Also critical is the potential for sweeping views from nearer to the foot of Main Street out over City Dock to the Annapolis Harbor. While the great expanse of this view has not yet been realized because of buildings and other structures, its potential is inherent in the City's historic plan. In fact, when the 1695 Plan was laid out there were no structures (not even land) where the former Fawcett's building

now stands. The Plan therefore restores the viewshed envisioned centuries ago. As illustrated on this page, the Plan provides opportunities for new buildings while securing this view in perpetuity. The Plan calls for removing the old Fawcett's Building from the viewshed; allowing Annapolis to seize the opportunity to realize this potential that is held on City Dock. There are other views, to and from the water, that define the context of City Dock and great care and discernment will need to be brought to bear in the future as development projects are both proposed and reviewed.

On City Dock, no private development or public use, space, square, building, or art whether existing or to be constructed can be viewed in isolation. It must be considered within its historic and physical context. This includes parking. The allocation of so much public land to the parking of private vehicles severely undervalues City Dock and historic Annapolis.



## Scale and New Buildings

The Plan envisions that redevelopment will occur on City Dock. Three opportunity sites are shown on the exhibit below. Each project has the ability to contribute to the context and setting of City Dock and indeed each has the potential to distract from it as well. The approximate footprint of the buildings are set outside of the principal viewsheds to and from the water. However, it will be imperative that viewshed analyses be undertaken during the plan-review process for any new development or major redevelopment projects on City Dock.

Apart from views, other important considerations should be made. For example, for the proposed redevelopment projects along Dock Street, strong building massing of three- to five-story heights facing the water will help activate and frame the open spaces. Such larger buildings also have the potential to distract from the architectural patterns established on Prince George Street. This is especially the case on that section of Prince George Street between Craig Street and Randall Street. New building forms facing Prince George Street at this location will need to fit harmoniously with a historic residential character.

On the former Fawcett's site, the Plan's principal objectives include setting new buildings back from the water's edge by 45 to 55 feet. This allows space for the promenade and ample room for flood mitigation infrastructure while leaving space for outdoor use by the users of the building in ways that will energize and enliven this side of City Dock. It is recommended that the building have a far smaller setback along Compromise Street; 15 to 20 feet would be about enough to secure the proposed sidewalk width needed in this area. The building would likely be developed in part on property presently owned by the City (the "Fleet" parking lot, located at the intersection of Newman and Compromise Streets.). The massing of building(s) on the former Fawcett site should provide a beautiful backdrop to the proposed public space on the Donner Lot and help frame, in the distance, the proposed market square. Two to three stories are recommended.



## B. High Quality Pedestrian-Oriented and Walkable Open Space

### Parks and Open Spaces

Much of City Dock is public, but, with few isolated exceptions, it is not yet a public space. The Plan makes a firm commitment to improve conditions for people by creating new spaces and an improved pedestrian environment, not through bold gestures, but through small deliberate changes that help tie City Dock together. This is a central organizing principle of this Plan.

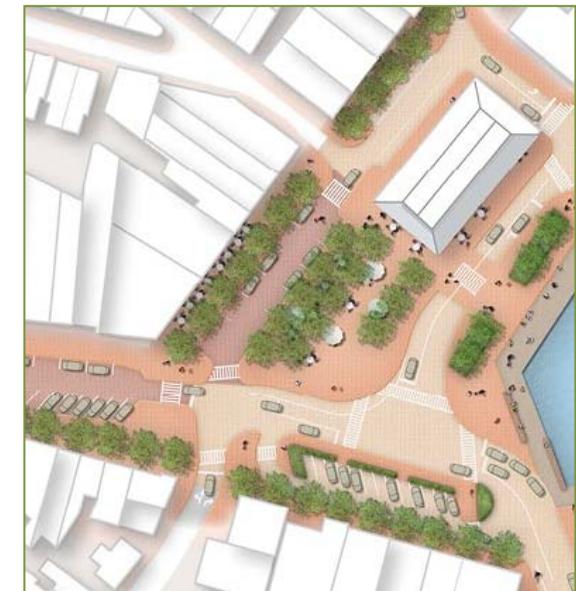
The Plan locates public recreational spaces at locations that seem obvious. The plan calls for an improved Susan Campbell Park where the main pedestrian routes terminate at the furthest reach of the land. It calls for a new public space at the Donner Lot, which lies adjacent to the water and thereby secures the view to and from the water. The Plan calls for a new park at the naturally low-lying area where Newman Street reaches the water. This park would provide access to the water and consistent with so much public input, this park would effectively extend play space for the City's children from the playground at Newman and Compromise down to the water. The Plan also calls for a new civic space at Market House and public/private spaces—outdoor dining, for example, adjacent to what could become new buildings in the future.



## Market Square

A new central market square is proposed at Market House. The space is already framed by historic buildings and activated by retail and restaurants. It affords spectacular views eastward down Ego Alley. This space could provide outdoor seating for Market House vendors and the customers of other businesses. It should secure space for the Compass Rose, the Memorial Circle flag, and shade trees. The space would be enlivened with a continual flow of pedestrians along its perimeter as people walk from Main Street out to City Dock and back. This market square visually extends over Randall Street to the water's edge at the head of Ego Alley. As shown below the consistency in surface materials can create the sense of one larger place.

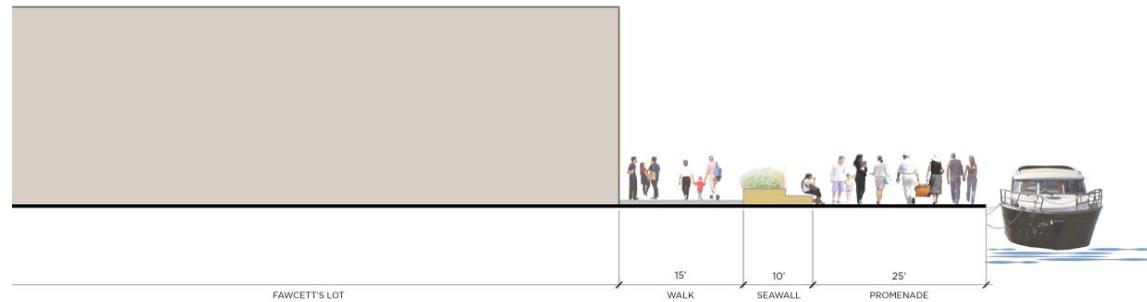
Presently Market House and Hopkins Plaza together comprise 16,000 square feet. As proposed in this Plan, the total space would approximate 22,800 square feet. The square in front of market house could extend 150 feet from the edge of Market House toward Main Street and 100 feet across from Market Place to Randall Street. Businesses with sidewalk frontage could extend out into Market Space or at least onto the proposed wider sidewalks which would extend 24 to 30 feet from the building's edge. Beginning at the approaches from all directions, the intersection would become a slow moving environment through the use of textured pavement and other means to calm traffic.



## A Promenade

The most prominent walkable public space would be the promenade. The Plan calls for it to extend from Newman Street around Ego Alley out to Susan Campbell Park. The promenade would retain its 15-foot width between Randall Street and the Water Taxi dockage. Beyond that point it would widen as it approaches the bulkhead at the end of City. It would provide views of the water uninterrupted by parked cars and would be wide enough to be multi-functional, while providing the space needs for docking activities. It could accommodate Boat Show exhibitor space, public art installations, seasonal shade structures and other objects and events.

On the south side of City Dock, from the Donner Lot to Newman Street, the promenade could range from 15 to 30 feet. The cross section below shows a promenade of 25 feet in width.



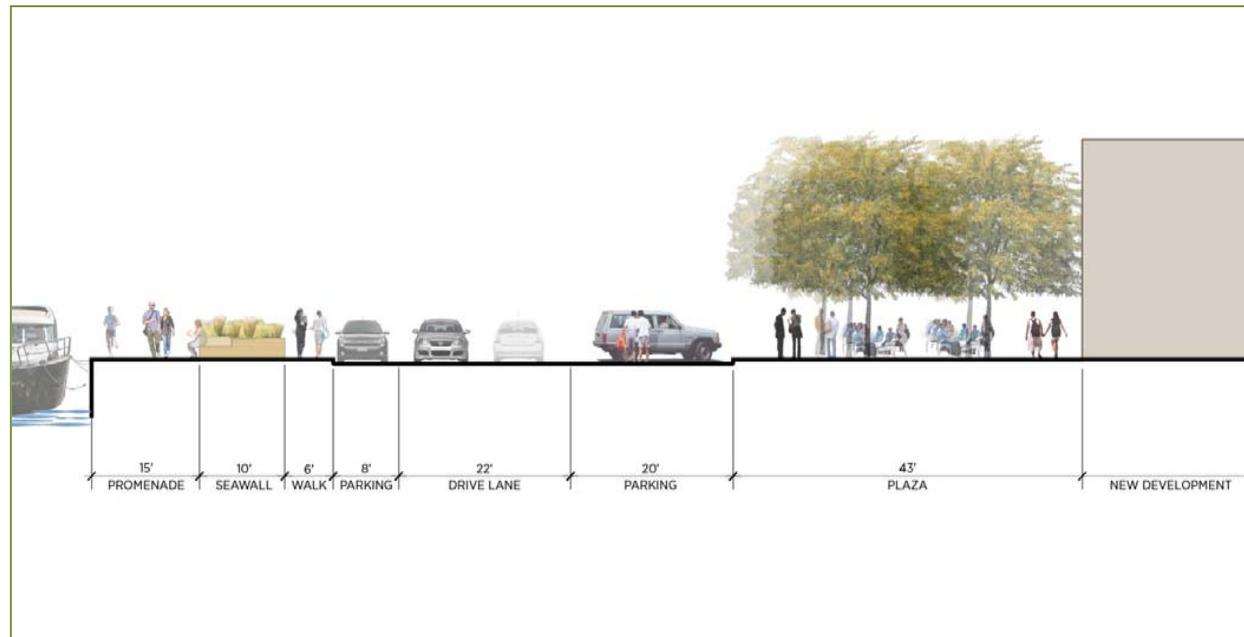
It is the intention of this Plan that in the future the promenade could extend from Newman Street along the bulkhead past the current Fleet Reserve Club and the Marriott Hotel to the Annapolis Yacht Basin before reconnecting to Compromise Street. As described elsewhere in this report, prior to any development or change of use on these properties, the Master Plan should be amended to incorporate and/or extend the principal public elements of this Plan. One day the promenade could connect to the Naval Academy and provide a continuous walkway along the bulkhead of the Severn River to the Naval Academy Bridge.



## C. Toward Balance in Transportation

Accommodating the movement and parking of cars at City Dock came at the expense of the pedestrian environment. Nearly half of the City Dock study area is covered in streets or parking lots. On City Dock, pedestrian spaces, and public space more generally, are confined to areas not required by cars. This factor, more than any other, has disconnected the City and its residents from the waterfront. When people speak of access to the water they speak of the ability to be near it, to walk along it, to enjoy the wind and views. It is telling that the most active place on City Dock is the bulkhead closest to Randall and near the Alex Haley sculpture where one can feed the ducks and sit close to the water. This Plan provides for a transition to a future in which the design of public spaces, the planning for pedestrian movements, and the planning for the circulation and parking of cars are considered together.

A simple example of the transition the Plan is making in favor of integrated and balanced city planning is Dock Street. As mentioned previously, under this Plan it would become a well-defined public street much like any business street in Annapolis with ample short-term parking and sidewalks. The extra pavement along the water's edge now devoted to parking would be re-purposed for essential public goods such as flood protection and for wider sidewalks along the storefronts. A proposed cross-section of Dock Street facing the market house is shown here.



## Transition of an Intersection at the Heart of City Dock

The most prominent example of transition toward balance can be found in the Plan’s approach to the intersection of Compromise, Main, and Randall. While the City Dock Advisory Committee could not find consensus on how best to address this intersection, the Plan does recognize that converting Memorial Circle to a “T” intersection is an opportunity to improve the pedestrian experience and create useable public spaces. Therefore the Plan features a “T” intersection with Randall Street intersecting Compromise and Main at a right angle, while recognizing that more community discussion will need to be devoted to this question. This adjustment to the physical layout of City Dock would reduce weekend traffic delays and back-ups during the spring and summer months when traffic is heaviest and have other traffic flow benefits. More detail regarding how the “T” intersection operates is provided in Section F. Improved traffic operations are not the only benefit of a new intersection; the main public benefit is the balance it brings to the flow of cars and pedestrians year-round while allowing useable public space at Market House and the Alex Haley Memorial.

A “T” intersection assists pedestrians in three ways. First, it allows multiple street crossings aligned with the routes pedestrians desire to take. Pedestrians would no longer be forced into circuitous movements around the intersection or unsafe crossings through the roundabout. This distributes pedestrian loadings and reduces the crowding at the Randall/Dock Street intersection. Second, the “T” allows the intersection to be signalized, providing “green time” exclusively for pedestrians while all traffic is stopped. Context-sensitive traffic signal poles would be used and the signals would be synchronized to allow greater time for pedestrians when most needed, and less time when not. Third, the “T” configuration allows lane widths and turning radii to be smaller, which reduces walking distances across the street and especially benefits the elderly, disabled, and persons with small children.



As mentioned earlier, CDAC has not found consensus on the how best to address the intersection. Other options were designed and studied, including a modification to the current roundabout. If the City adopted a Modified Circle option (shown on this page), the lanes entering and within the circle would be narrowed and the circle would be shifted northward on Main Street. This would free up space that could be added to Hopkins Plaza and along the water (shown in orange in the large exhibit below). Traffic engineering evaluations of this option revealed it offered no improvements to existing traffic operations, largely because a roundabout in an urban context like City Dock cannot account for the conflicting movements of pedestrians and vehicles and the variety of offsetting intersection approaches. As cars yield to pedestrians, traffic inevitably backs up into the circle. Further, access to the parking along the buildings at the intersection would have to be limited to right-hand turns from Green Street.

The other option considered was a traditional traffic circle similar to Church Circle and State Circle. This option had the advantage of enclosing a large amount of public open space but was judged impractical because pedestrians would have to cross multiple lanes of traffic to enter the encircled public space. The option of doing nothing is also an option that the City may wish to take. The drawbacks of making no changes to the intersection are that there can be no gains in public space or improvements to the pedestrian environment. New pedestrian crossings cannot be introduced under the currently configured circle without risking pedestrian safety.



Modified Circle

In sum, because the main transition envisioned by the community is one toward balance and away from car dominance, the intersection of Compromise, Main, and Randall demands much attention. Getting to a balance does require physical changes to the intersection. The most frequently cited concern about the “T” intersection is that it might create new or increased traffic congestion. The City’s consulting engineer Sabra Wang Associates, Inc. evaluated this and determined that a “T” intersection improves overall traffic conditions as discussed previously. The other concern raised about the “T” intersection speaks to aesthetics, viewsheds, and historic context. These too are important concerns to embrace and, in so doing, one must recall how the current context in which a raised traffic island in the center of the intersection, planted with 14-foot tall trees, impedes views to and from the water. The current circle is a “within living memory” feature of City Dock.

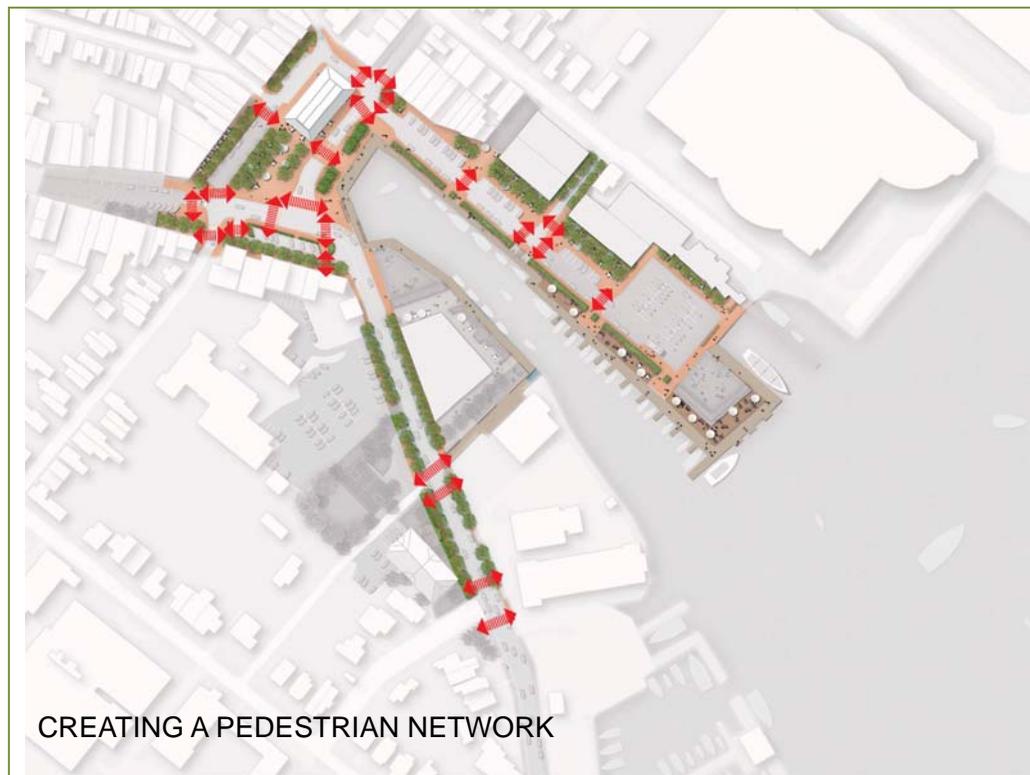


Variations on the options studied for the Compromise/Main/Randall intersection.

## Pedestrian-ization

The Plan improves the pedestrian environment throughout the study area. As shown below, crosswalks are located along the lines that link pedestrians from downtown to the water. No longer should pedestrians be hemmed in by bollards and chains and directed to just one location for crossing Randall Street. The proposed signalized intersections at Compromise/Main and Randall Streets and at Dock and Randall Streets would referee the flow of pedestrians and vehicles. In all, three new crossings near the intersection of Randall and Main Streets are added. A prominent crosswalk in front of the Market House is provided and it connects the component elements of the Alex Haley Memorial together—the Compass Rose on the Market House side and the sculpture situated adjacent to the water.

The Plan would widen sidewalks in front of all existing businesses on Dock Street, Market Space, and the first block of Main Street. It also allows the sidewalk to be widened at Market House along Randall Street. The widening of these sidewalks would allow restaurants to have café seating while also allowing pedestrians to move more freely past tables.



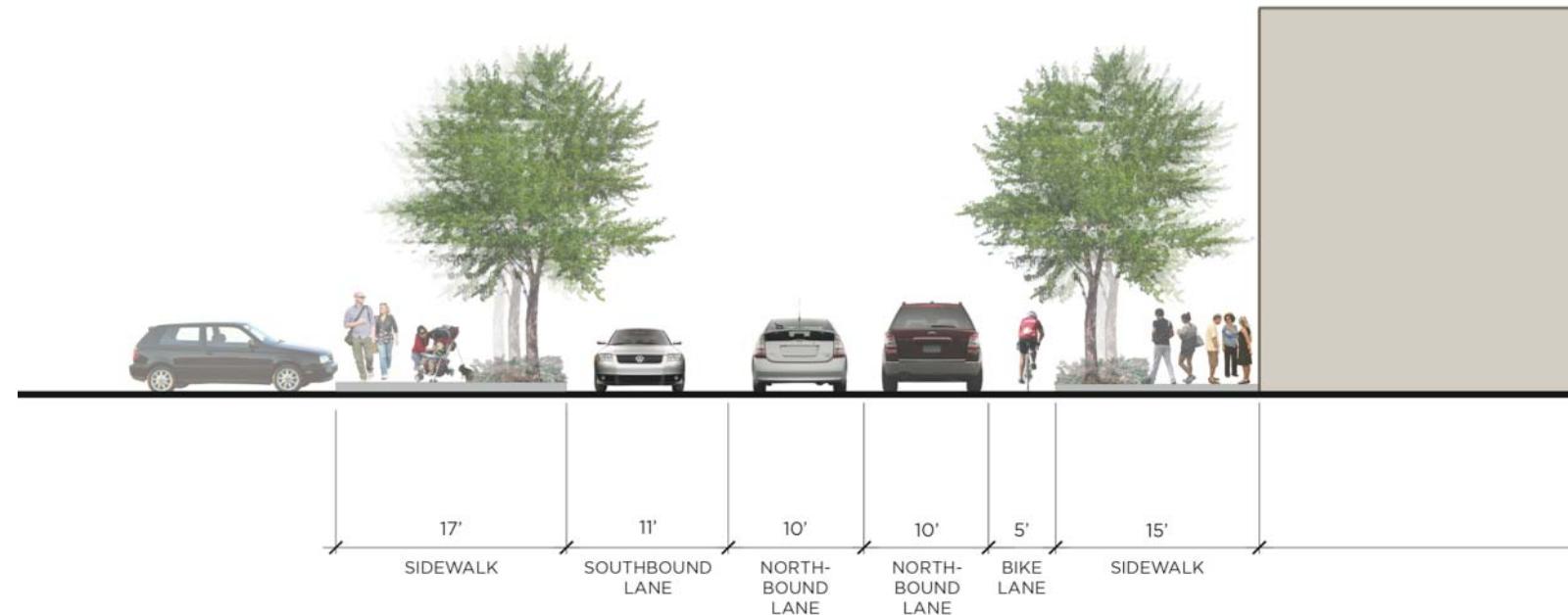
## Compromise Street

The Plan's treatment of Compromise Street is especially important. Currently Compromise can be a rather high speedway into City Dock. At about 36 feet wide, it can also be difficult to cross, especially for families with small children at Newman Street near the playground. Compromise Street is an important link for visitors walking between the downtown and the Marriott Hotel. Therefore, at both the Newman and St. Mary's Street intersections on Compromise Street, prominent crosswalks and other traffic calming measures should be used to calm traffic speeds and reduce the crossing distance for pedestrians if possible. The intersection of St. Mary's Street should define the point of entry or gateway into the City Dock area. The City should consider extending a unifying pavement treatment out to St. Mary's Street. The width of Compromise at this location allows for the loading and unloading of bus passengers at the hotel. This feature should not be negatively impacted by these plans to improve Compromise Street.

The proposed street section along Compromise Street looking toward downtown near the former Fawcett's property is provided here. Note the Plan calls for retaining two lanes of automobile traffic in the northbound direction and one lane in the southbound (toward the Spa Creek Bridge) direction. The Plan also calls for a designated bike lane northbound leading into City Dock. Bikes and cars would share the lane in the southbound direction, leading out of downtown.

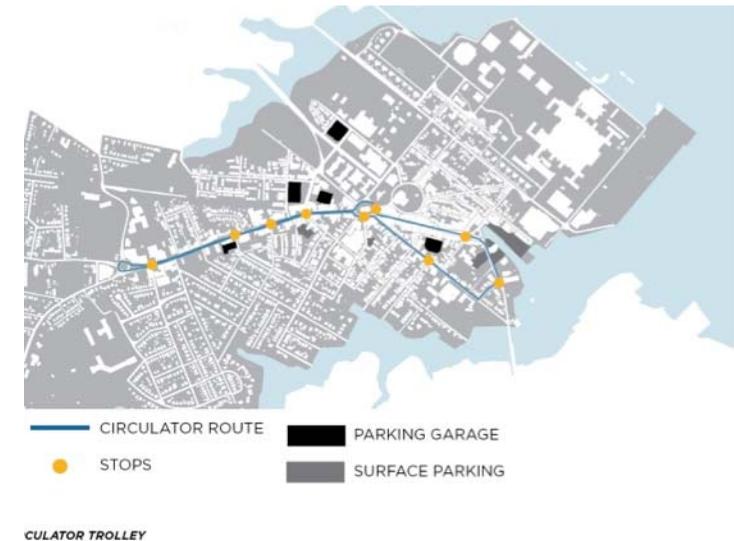
A 15-foot wide sidewalk is proposed along any new building(s) on the former Fawcett's property. On the opposite side of the street, including along the frontage of the Board of Education property, the Plan recommends installing a planting strip and street trees to buffer pedestrians from cars and provide shade.

A traffic signal may or may not be needed at Compromise and St. Mary's Streets, but if provided, it would benefit pedestrians who wish to cross Compromise Street but have limited opportunities to do so.



## Parking

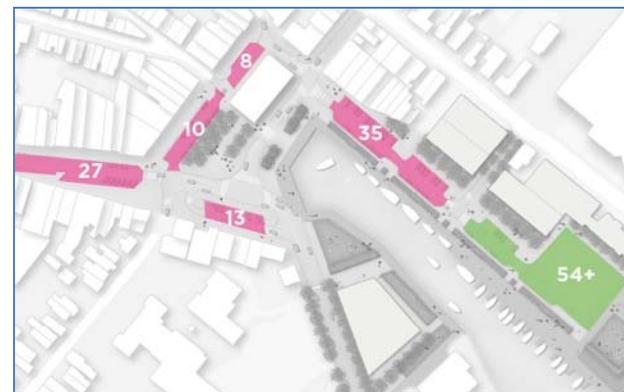
The main discussion of the Plan’s parking management strategies is set forth in Section IV of this report. The thoughtful management of parking demand and supply is essential to getting the balance right. The City is making strides to reduce long-term parking demand on City Dock in favor of increasing the availability of customer parking. One measure of the success of public private efforts to manage parking on City Dock is the hospitality employee parking program the City recently started. Under the program, employees of downtown restaurants are guaranteed low-cost parking at the Park Place garage and a free Circulator ride to and from City Dock. As the City implements other strategies and adjusts its parking pricing policies, the demand for long-term parking on City Dock will be shifted to public garages. As public improvements are made and the parking management strategies take hold, the number of surface parking spaces would be reduced. Under the plan, eventually and gradually the number of spaces along Dock Street could be reduced from 199 to about 90 while promoting the rate of turnover in parking spaces. Promoting turnover supports local business’ needs for easy customer access. The City-owned Donner Lot would be improved as a public open space and the City-owned Fleet Lot at Newman and Compromise would become part of new building site. Customer storefront parking would remain throughout the study area as shown below, providing retailers on City Dock with about the number of on-street parking spaces one would find in a comparable business district.



Several proposals that support parking management are worth mentioning here. First, the space shown in green in the exhibit below is “flexible” parking. This could be used for valet parking during the heaviest peak demand, increasing the number of cars parked by at least 20 percent. The space could also be used to guarantee parking for disabled persons or it could have a set aside for motorcycles and be a location for electric vehicle charging stations. During special events, this space at the outer reaches of City Dock could be closed off to traffic at the intersection of Dock and Craig Streets. Second, redevelopment would be encouraged on Dock Street and new buildings could have their own internal parking garages to meet the needs of the users of the buildings and any extra space could be made available for general public use. Third, the City should look to secure valet parking on the Board of Education site as another option for long-term parking.



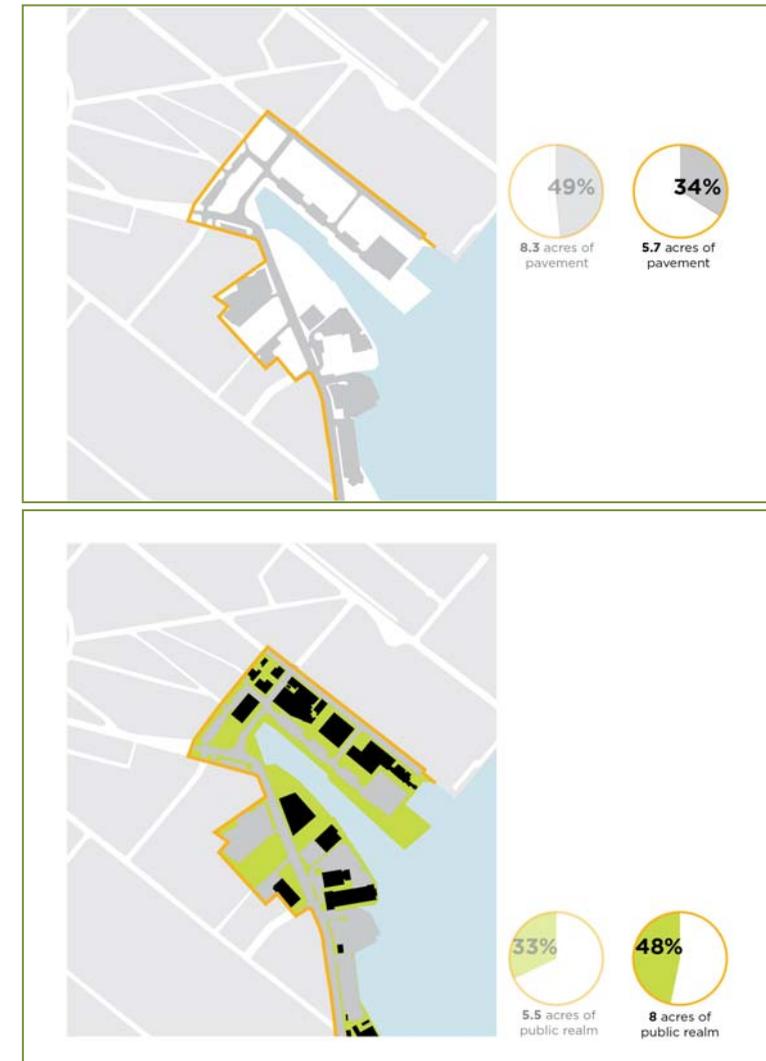
Current



As Proposed

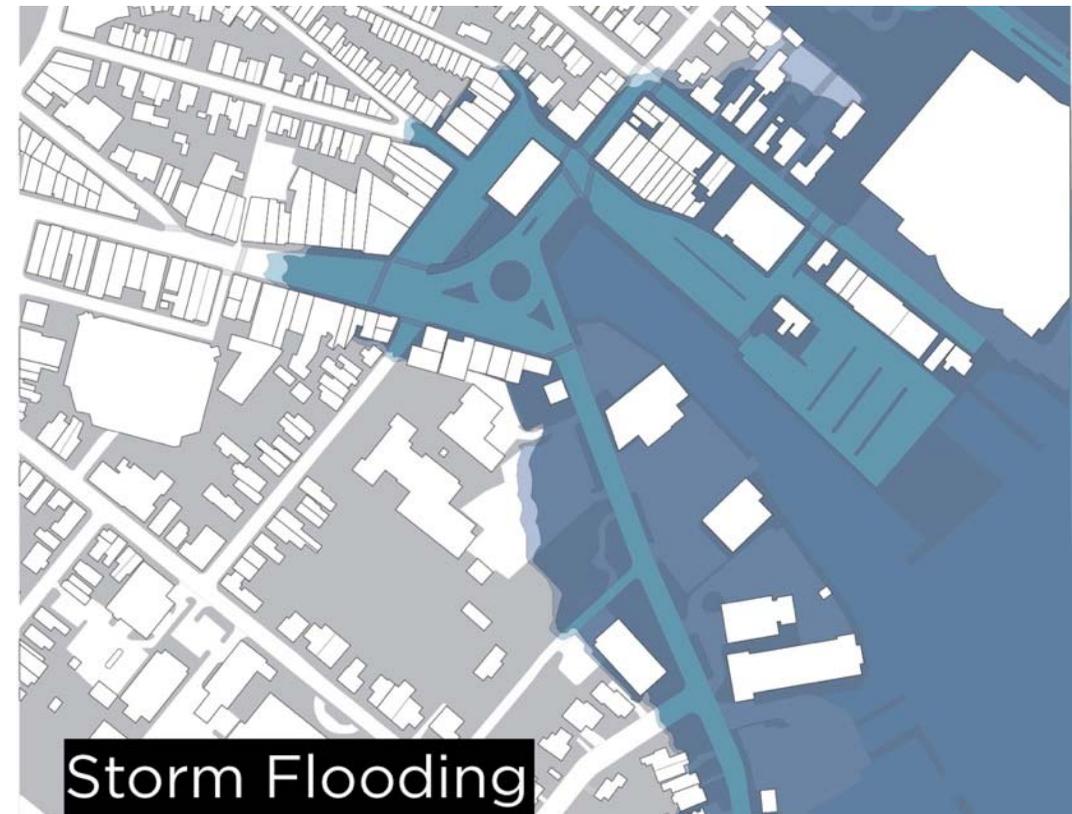
## The Transition Quantified

The transition to a more walkable and balanced urban form on City Dock is confirmed by a measurement of surface area devoted to cars and to the public realm in the exhibits on this page. The study area is comprised of 16.8 acres. Today 8.3 acres or 49 percent of the City Dock study area is devoted to streets and parking lots. Upon implementation of the Plan the total would drop to 5.7 acres or 34 percent of the study area. By comparison, the amount of public realm space would increase from 5.5 acres or 33 percent to 8 acres of 48 percent.



## D. Greening and Sustainability

A central element of the Plan is flood protection. The City has begun to evaluate steps to mitigate flooding on City Dock. Recurring flooding is caused by tidal fluctuations and relatively low elevations ranging from 2.0 feet to about 4.5 feet around City Dock. Storm drains back up during high tide events and stormwater flows out on onto Compromise and Newman Streets and into low lying areas on City Dock. More serious flooding occurs when there are high tides and storm surges associated with severe weather events. Sea level rise is compounding the problem and a 2011 study titled [Flood Mitigation Strategies for the City of Annapolis](#) by Whitney, Baily, Cox & Magnani, LLC, suggests that the occurrence of nuisance or recurring flooding is expected to double over the next 50 years. Conservative projections of sea level rise in the Chesapeake Bay region place the rate of sea level rise at 1.3 feet per century.



## Building in Resiliency

The City should begin immediately to engineer the flood mitigation strategies that will address recurring flooding on City Dock. This is a two-part plan. The first step includes installing back-flow preventers on the key drainpipes discharging into Ego Alley. The second step includes tying the drainage system at City Dock together and installing a major pumping station, possibly under the Donner Lot. The pumps would force water that would otherwise overflow from the storm drains out into Ego Alley. These steps would address the flooding that results for tidal and regular rain events and improve the business environment on City Dock. As the streets and other surfaces are rehabilitated following construction, the City should seize opportunities to make serious advances toward public space and pedestrian improvements.

Over the long term however, the historic built environment of City Dock and the City's infrastructure under Dock, Compromise and Randall Streets are threatened by sea level rise. In response, the Plan proposes that a seawall be constructed around the perimeter, as shown below, to protect downtown from storm events at least as severe as the 100-year flood, such as Hurricane Isabel. The goal is to integrate a seawall into the very fabric of City Dock so that it becomes a useable amenity to residents and visitors. It could be sitting wall and contain an elevated planting bed as illustrated below.

The seawall would be adaptable to sea level rise, which is projected to increase the severity and frequency of major storm events. For instance, the 100-year flood, five decades from now, would inundate more of City Dock than Hurricane Isabel did, so that structure must be adaptable. In its basic configuration the seawall could be three feet tall or slightly higher depending on the base elevation of ground. As envisioned though, the flood protection height could be increased as needed through built-in vertical partitions that would be raised in response to impending flood events. There are many spaces in the proposed seawall to allow broad access to the waters edge. These spaces could be equipped with floodgate technologies to allow the seawall to be sealed against flooding. The seawall would tie into a structure on the grounds of the U.S. Naval Academy on the north side of City Dock and tie into an acceptable elevation south of City Dock, likely on the northeast side of Compromise Street near the Spa Creek Bridge.



## Green Spaces and Shade

The Plan adds pervious surfaces on City Dock. As mentioned previously, three parks are shown and the Plan's preferred option is that these spaces or substantial parts of these spaces be set aside in lawn and landscaping. They could be part of a comprehensive stormwater management approach that will help prevent the effects of unfiltered runoff into the harbor. The green space at the improved Susan Campbell Park alone would approximate 8,200 square feet. The Plan also provides a continuous planting bed, forming part of the seawall.

Lastly, the Plan introduces more trees to City Dock, located so as not to block views but to offer shade at key locations and soften the building mass at other locations. Temporary shade structures, possibly public art installations, should be considered too.

The Plan supports preserving the Newman Street playground and the green spaces on the Old Recreation Center site.



## E. Public Art – Nurturing the Uniqueness of Place

A City can declare what is possible, perhaps best through its public art. Possibility has the power to transform in the here and now; it does not require a long wait. A man once said, “My daughter loves to declare what is possible; she will be a great pianist, she says. And in every moment she fills our house with the sound of her music, her possibility is alive. And so I know, it is her future that shapes her today. She is alive in her possibility.” The same is true for Annapolis when it declares what is possible for City Dock.

The job of public art is to provide for the preservation and interpretation of culture and to reveal the great possibilities of a place. Public art is about engaging people at the level where they can experience, participate in, and create in an ongoing way the heritage of their place. Public art should challenge, inspire, inform, reveal, and celebrate. Public art can be a permanent installation or etched into the very fabric of a place. It can be temporary or ephemeral. It can be performance-based and staged or it can be more spontaneous. It can be informative, interpretative, and evocative. Public art is free to the public, made available to every one. Of course it is not free, though, and funding for public art must be part of the design and construction of improvements on City Dock, with contributions made by both the public and private sectors. This Plan embraces public art as basic to the improvement of City Dock and encourages the City to include a public art component in all capital projects on City Dock.



### The Space and Infrastructure for Public Art

The Master Plan envisions new public spaces at key locations connected by enhanced pedestrian ways and to the surroundings by sight lines and views. Since the big ideas have been largely “worked out” in the Master Plan, it would be easy to conclude that public art is simply about what sculpture should be installed within a certain public space, but that would be too narrow a view. Public art, as conceived here, is more than the carving out of a space for a future installation. The spaces themselves, indeed the entirety of City Dock, is the canvas or stage set for public art. As the City moves from this Master Plan stage to more detailed stages of design and building, the spaces and the elements themselves must be seen as public art. For example, the seawall, which is fundamental to protecting the built heritage of City Dock, should have an artistic component. Each of the public spaces, their edges, the seating that surrounds them, the buildings that frame them, and the views contained within them—each element of thoughtful place-making—holds potential. Therefore, artists should be integral members of the design teams that would shape and improve City Dock over the years.

Where public art involves a formal installation, it is essential that architecture and the built and natural environment support that art. Placement is critical. For example, as City Dock adapts to sea level rise and the increasing frequency of flooding, there will be potential to provide prominent space and an improved context for the Kunte Kinte - Alex Haley Memorial sculpture group, compass rose, and story wall. New opportunities for pedestrian circulation and open spaces will be realized under the Master Plan and all improvements must be thoughtfully integrated with these essential existing contributions to the City's public art.

The proposed market square is at an important crossroads, especially for pedestrians. It is a transition zone between historic Main Street and the water and between residences and the waterfront. It is an obvious location for art in many of its forms and the design of this space must embrace this potential. Market square and the Donner Lot are also sized for outdoor performances that can draw 90 to 150 people, which is perfect for year round community based performances. The larger "flexible" parking area near Susan Campbell Park also holds great possibility for artwork, while retaining its necessary functions as flexible parking area, tour bus turnaround, Boat Show exhibiter space, and entry plaza to the Sailing Hall of Fame. Here the space might call for something more ephemeral that could be seen from afar and draw people and boaters to it, that could cast a shadow, shape a view, or light up the evening sky above City Dock. By contrast, the Plan's connecting zone between the Newman Street playground and the water's edge at City Dock provides a great place for the City's children and families and art could reinforce that connection with fixed installations built into the sidewalks, walls, and plazas. The promenade running the length of bulkhead might well tell the story of the Chesapeake's seafood industry, the City's maritime culture, and the watermen of Annapolis.

There are possibilities in the design of key elements on City Dock to advance important ideas and values. City Dock can accelerate the transition to sustainability, for example, by focusing on ecology. A new stormwater system, which could incorporate the green spaces and even the proposed seawall, could tell a story about how civic design itself can improve local water quality. Places can be found along the edges of the bulkhead, perhaps at the foot of Newman Street, for a public oyster-raising program. The pumping station, which would protect City Dock from recurring tidal and stormwater flooding, will be a significant work of civil engineering and therefore might be designed in such a way as to be visible to passersby offering a tangible lesson about resiliency and how things work.

The Plan recommends that the Old Recreation Center at St. Mary's and Compromise Street retain a public or semi-public use. The second floor of the building, the location for the public meetings on this very Plan, holds promise as a dance studio or other performance space. The first floor of the building too could house activities that are central to the culture of Annapolis, whether maritime, artistic, educational, or recreational. Each of the proposed new or redeveloped buildings on City Dock, either at the former Fawcett's site or along outer Dock Street, and the spaces that surround them should enrich the authentic experiences of daily life on City Dock for the Annapolis residents.



## The Community of Artists

The Annapolis Art in Public Places Commission would have the lead role in convening and leading a “community of artists” in a thoughtful process of shaping and guiding the selection of art on City Dock. Artistic expression on City Dock should challenge and open the community to appreciating City Dock as a living, breathing place of local culture; a place that is on an arc of continual transition and change. Themes derived from the culture of Annapolis, in all its layers, could help shape the work of the community as it engages in the design of the open spaces. The Art in Public Places Commission as manager of public art on City Dock could be especially instrumental in working with landscape and urban design teams, in commissioning works of art, and in assigning subject area experts to advise and guide the community in the selection of projects, especially of permanent art.

A “community of artists” is a term meant to include any person desiring that an authentic culture of Annapolis be retained on City Dock. The community should be engaged in community-based approaches to decision making about design on City Dock. Bringing art to City Dock especially in its temporary and performance-based forms sooner rather than later can help facilitate this. This Plan envisions that City Dock would immediately become a venue for theater, music, and dance. This Plan is an invitation to the Annapolis theatre companies and the community’s ballet, choral, opera and symphony artists, among other artists and musicians to act now to help the broader Annapolis community shape the possibility for public art on City Dock. The performing arts are a way to enliven public spaces, but in the context of this Master Plan, they are also a way to help reclaim those spaces, for the public in the first place.

### III. Strategies that Support the Plan

#### A. Management Entity on City Dock

The creation of a management entity on City Dock was one of the six principles agreed to by the City Dock Advisory Committee and is therefore listed as the first supporting strategy. This Plan recommends that the Mayor and City Council create by ordinance a City Dock Management District and a Management Authority. The Authority should be run as a public-private organization authorized to raise and expend revenues within a City Dock Management District. A Board of governance should be composed of Annapolis citizens who share a commitment to the broad principles laid out by the City Dock Advisory Committee and are committed to implementing the City Dock Master Plan including representation of businesses on Dock and Market Streets. The Authority should work to promote the economic vitality and revitalization of City Dock.

The responsibilities of the Authority should include managing supplemental upkeep on City Dock. The Authority would not have primary responsibility for maintaining City Dock, which is a function of the City of Annapolis. However some upkeep, such as seasonal planting or clean-up after special events might readily be undertaken by the Authority. Second, the Authority could provide supplemental security of public and/or public-private spaces. Third, the Authority should manage and license events on City Dock. Fourth, the Authority should facilitate the installation of public art and arts programming in the public spaces on City Dock, along with others qualified to decide what public art should go where and when. Fifth, the Authority should have a voice in the management of parking on City Dock, being an advocate for the transition contemplated in this Plan toward parking management and public spaces. Lastly, the Authority should advocate for and educate the public about the City Dock Master Plan in support of its implementation and updating over time.

Possible sources of funding for the Authority, in support of a full time Executive Director and small staff, should include City and County general funds, the sale and lease of city owned properties on City Dock, a portion of Boat Show license fees, mooring and docking fees, license fees for events on City Dock, and approved commercial use or concessions on public spaces. The Authority should also raise revenues through a tax on property located within the District and through contributions, donations, grants and revenues from Authority sponsored special events. If the Authority, acting in concert with the City, were to acquire an interest in the Annapolis Boat Show, annual revenues could accrue to the public for ongoing improvements on City Dock. The full potential of this should be explored in the near term.

## B. Parking Management

The Plan's recommended transition to public use, open space, and flood protection, means that there would be fewer surface parking spaces in future years on City Dock. This does not mean however that there would be a reduced availability of customer parking. Parking management would be used to promote turnover of spaces and thereby increase the availability of surface parking. A gradual removal of parking spaces guided by the Plan is recommended in coordination with downtown businesses to address business concerns about the reduction in the number of spaces. Parking management strategies can mitigate a reduction in the number of spaces with the principal aim being to ensure that short term customer parking remains available for the businesses located on City Dock, while directing long-term parking users to other locations. This includes downtown employees and employers, tourists, and other visitors. Parking management uses a market based approach to direct drivers to the parking locations that best meet their needs and it reflects the reality that waterfront real estate is valuable and it can provide many public benefits. As long as the least expensive parking in downtown Annapolis is on City Dock, few spaces will be available for the customers of today's business.

The Parking Plan contains six elements. (1) To professionalize the management of parking, the City would maintain and expand its contracts with the private operator of its parking garages. (2) To reduce the demand for parking on City Dock, the City and area businesses would expand the hospitality employee parking program mentioned earlier to cover more employees. To date about 750 employees have signed up for this program, which will have a measurable impact on the availability of parking. (3) To keep customer parking available the City would deploy performance pricing which incentivizes short-term customer parking on City Dock by charging very little for the first 30 to 45 minutes, but increasingly more for longer stays. (4) To make the most effective use of available surface parking lots during peak periods, the City's contractor would valet park certain lots. Valet intake stands could be set up near the proposed market square and the Donner Lot. (5) To provide low cost options for tourists and visitors, the City would maintain low prices in its garages and the free Circulator. (6) To direct people to the parking that best meets their needs, the City would implement its newly prepared Wayfinding Plan and smart meter technologies including smart phone apps. (7) To expand the capacity of Hillman Garage, the City contractor would valet park the ground level and structure it's pricing to gradually reduce the number of employee parking contracts.

When the City has more information about the timing of plans to reconstruct Hillman, it should develop, in concert with downtown businesses, a strategy to address the anticipated shortfall during reconstruction. The number of parking spaces at Hillman Garage should be expanded through the reconstruction to the extent practicable.



## C. Future Land Use

Three recommended categories of land use are shown in the exhibit below as well as the current zoning districts that surround City Dock (C-1, C-1A, and C-2) which are not proposed to change except in the modest way mentioned below.

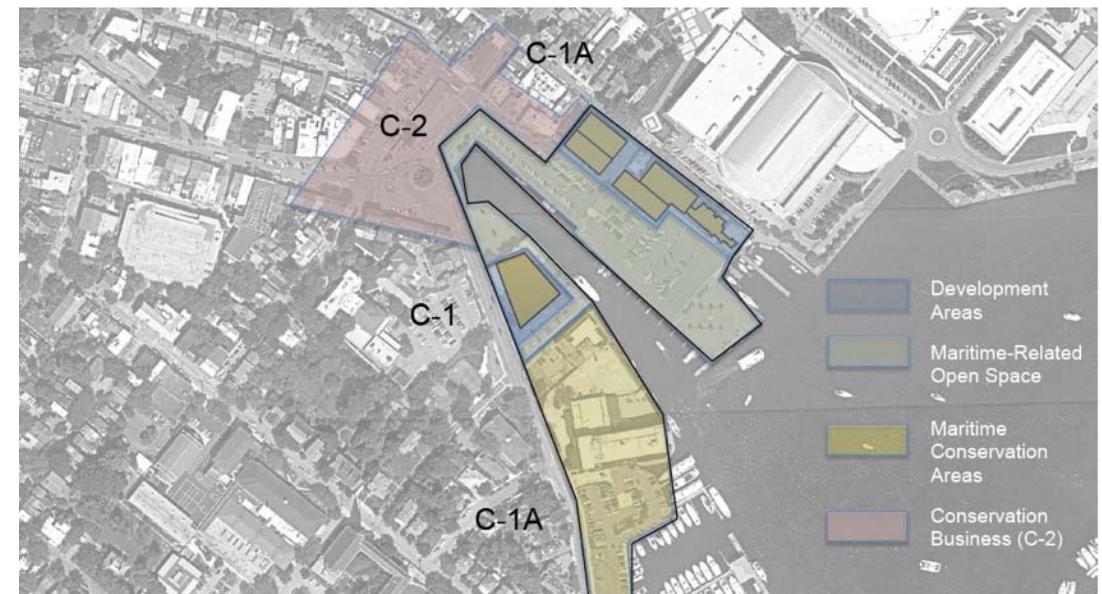
(1) “Development Areas” refers to the redevelopment sites that are supported by this Plan and described previously. The properties along Dock Street are presently zoned C-2 Conservation Commercial. These properties should be rezoned to a more fitting category that promotes high density mixed-use patterns including multi-family residential, and City Dock appropriate commercial uses such as hotels, restaurants, and retail, as well as maritime uses. Non-water related office or other such service uses should not be permitted. The permitted use types should be permitted in this new zone as “by-right” uses, not as special exception uses. Upon redevelopment, the buildings closest to the Sailing Hall of Fame should contain Harbor Master office and space in the building should be dedicated to the functions that serve visiting yachtsmen and recreational boaters. In general, new buildings in the Development Area on Dock Street have good potential for multi-family residential use, or a small hotel, with ground floor restaurants. The former Fawcett’s site has great potential for maritime related commercial uses including retail, specialty foods, and restaurants and should include some ancillary public meeting, gallery, or studio space.

(2) “Maritime-Related Open Space” refers to most of the open area on City Dock, and would include the planned open space improvements. No new buildings should be allowed within this land use zone.

(3) “Maritime Conservation Areas”. These areas should be put to maritime use in the future unless and until they are incorporated into the City Dock Master Plan, through its amendment and extension. This land use zone encompasses the Fleet Reserve and the Marriott Hotel. Should the owners of these properties seek to redevelop in the future for uses other than maritime uses, this Plan will need to be first amended to incorporate them into the City Dock Master Plan complete with the public use improvements such as the promenade.

The uses of land on the west side of Compromise Street shown here as zoned C-1 and C-1A should largely remain unchanged. The Old Recreation Center should be retained in public or semi-public uses such as for educational, artistic, or civic, recreational activities.

The aim of one of the first zoning amendments for City Dock should be a provision that requires the removal of the non-conforming billboard sign on Dock Street after a reasonable amortization period, for instance, five years.



## D. Redevelopment

The City must be prepared to promote, respond, adjust and support private redevelopment opportunities that are consistent with the Master Plan and support the Annapolis Beautiful Historic Seaport brand. The redevelopment of the former Fawcett's site and the buildings on outer Dock Street would allow parts of the Plan to advance including the public/private outdoor spaces, the seawall, and promenade. All modern waterfront development proceeds with public-private partnerships; they do not succeed without it. This is in part due to the extent of public ownership of land along the waterfront but also to something more fundamental; the clear, unambiguous, and legitimate public interests at stake in such redevelopment which include interests in safe and accommodating public access to and along the waterfront, interests in the preservation of beautiful and context-defining views from and to the water, interests in architecture and urban design that respects and contributes to historic context, interests in flood protection, stormwater management, and bulkhead stability, interests in the accessibility and safety of docking for recreational, commercial, and emergency watercraft, interests in the viability of major character-defining special events, and interests in the preservation of critical elements of the maritime economy. All of these interests are at stake on City Dock.

Public/private partnerships can help promote market-supportable private redevelopment while achieving the aims of a Master Plan. Such agreements may deal with public sector assistance in the structuring of a sale, lease, or redevelopment agreement. They can also deal with zoning and land use standards and procedures, infrastructure improvements, open space dedications and easements, and land swaps and contributions to financing of redevelopment proposals. Public/private agreements place the public and private sectors on the same side with the goal of realizing the overall vision of the Master Plan.

## E. Capital Planning and Phasing

The Master Plan for City Dock could be implemented in 20 years. Implementation of a Master Plan is not linear; it is strategic and depends on funding and the ability to link short-term projects with the longer-term vision. Implementation is an ongoing process that must respond to opportunities. Here are the principles for phasing on the City Dock Master Plan:

- Prioritize mitigating the flooding problem. The first two phases of the work are generally understood already, now the City must move assertively to undertake the necessary engineering and construction.
- Leverage capital investments that have to be made anyway, including for example the repair of the bulkhead. This and related public works will be disruptive and when the spaces are rehabilitated, they should be rebuilt in accord with the Master Plan.
- Use capital funds to leverage grants. Granting seeking is especially relevant for City Dock given the variety of linked public interests at stake.
- Convert parking to public spaces as the parking strategies bear fruit. This requires that the change in use and demand of parking be monitored so that information is available to make informed decisions. The new smart meter technologies that the City will implement in 2013 will allow this.
- Upon initiation of any major work on City Dock, the City should underground the utility lines that run above Dock Street.



House. Access to and from Pinkney, Fleet, and Cornhill Streets would be maintained. This could be a first phase of improvements and could be done without changing the current circle. The conversion of Memorial Circle to a “T” intersection along with the other improvements could occur later with the public space improvements.

Achieving the travel time reductions during the Saturday afternoon peaks mentioned above would require discouraging traffic on Green Street from making a two-part turn—that is, right onto Main Street with a quick left onto Randall Street. This could be done in part through signage that direct such trips to City Dock via St. Mary’s Street rather than Green Street and/or by directing Green Street drivers across Main Street to Market Space and from Market Space to Randall Street. The City’s wayfinding improvements, along with the transition to better parking management, and the use of the Circulator would each help with this too and, indeed, would benefit all traffic operations on City Dock during the busy times of the year.

## 4. Conclusion

The preparation of a Master Plan is at its heart an act of community good will. A good Master Plan aspires to be of service to the public, and in the case of the City Dock Master Plan, to thoughtfully reveal the potential that exists in one of the City’s most prominent places. A 25-member citizen advisory committee, guided by community input, assembled this Plan and it now shares this Plan with the full community. The process followed in preparing this document has given voice to many concerns, arising from many perspectives, that City Dock can and should be improved while always preserving the essence of the Annapolis’ beautiful historic seaport. This document does speak of change and that is undeniable. However, it speaks of gradual change and needed improvements that fit into a unique historic context.

Out of respect for the rich heritage, the merchants that make their living at City Dock, and the many Annapolitans that experience City Dock as a unique place of culture, this Plan should be used as a guide to improvements, not as a final or fixed design. Where possible, the ideas in this Plan should be flexibly ground-tested and evaluated on an ongoing basis. When changes are made, the results should be evaluated, and if and where adjustments to the Plan are called for, those changes should be made. This Plan is also an invitation to all members of the community who would like to see implementation happen sooner rather than later: begin now to shape and improve City Dock through your choices to walk to local businesses, to shop and dine downtown, to program events that speak to area’s unique sense of place, and to gather in the very same places that in the future the City would improve as public spaces. Do this and you will help realize the possibilities that this Plan speaks about.

## Appendix

The adopted principles of the City Dock Advisory Committee:

**Number One:** Improvements should be made gradually and emphasize historic layout and scale, access to the waterfront, sight lines and views. A preservation ethic should be reflected in our treatment of City Dock—through interpretive opportunities, historic walks and markers, and the demarcation of the historic shoreline. Power lines should be buried underground to further enhance vistas. All improvements should reinforce the “Beautiful Historic Seaport” brand and maintain a strong, clear identity.

**Number Two:** The management of City Dock should be coordinated year-round. The purview of the management entity should include the programming of public space, ensuring trash pick-up and cleanliness, reducing clutter, monitoring the progress of implementing visions for City Dock, collecting data, incorporating feedback, coordinating marketing, and supervising Market House operations. This management should support local businesses as well and help them to thrive. Furthermore, the management should advocate for City Dock and protect the historic core.

**Number Three:** A central organizing feature of improvements should be high quality pedestrian-oriented and walkable public open space that is flexible enough to support a variety of uses in a variety of seasons and under a variety of conditions (such as accommodating sea level rise). This could include a continuous promenade along the water from the Marriott Hotel to the site of the future Sailing Hall of Fame, more seating and benches, and shelter from the elements. There should be many destinations to attract people to different parts of City Dock.

**Number Four:** Improvements should support a greater *mix* of transportation modes (bikes, shuttles, water taxis, and public transit) that complement and enhance one another. There should be an emphasis on expanding off-street capacity and maximizing the use of garages. Highly visible and adequate signage and “smart” technologies such as flexible price parking based on demand, should be utilized to “catch” vehicles with an effective progression of directions and signage. There should be an efficient and uniform pay system for on-street parking. There should be creative and experimental ways to accommodate both parking and people that can be also be reversible.

**Number Five:** City Dock improvements should contribute to the City’s “greening” and the area should serve as a sustainable focus for an authentic residential life. There should be an intersection of resources such as farmers markets and other local vendors with opportunities to celebrate Chesapeake Bay heritage and have meaningful and organic interactions with the water and the environment. Improvements should contribute to the economic vitality of the area.

**Number Six:** Public art opportunities and installations can enhance City Dock and provide both thought-provoking and entertaining experiences. The art can be permanent or ephemeral, suited to the season or a particular event. Art can help strengthen the “Beautiful Historic Seaport” brand, move pedestrians through new public open space, and inspire creative exchanges with the water.



## PLANNING COMMISSION

(410)263-7961

145 GORMAN STREET, 3<sup>RD</sup> FLOOR  
ANNAPOLIS, MARYLAND 21401

May 16, 2013

**To: Annapolis City Council**  
**From: Planning Commission**  
**Re: Annapolis City Dock Master Plan, Resolution No. R-49-12**

### **CITY DOCK MASTER PLAN RECOMMENDATION**

#### **Summary**

The City of Annapolis Comprehensive Plan of 2009, endorsed by the Planning Commission and adopted by the City Council, in accordance with the laws of the State of Maryland, provides the officially designated Comprehensive Plan currently guiding development and land uses within our City.

An important focus in the Comprehensive Plan is on the City's downtown waterfront area known as City Dock. Because the Comprehensive Plan recognized the special importance and challenges of this area, a major recommendation of the Plan was to have this key area become the focus of a detailed sector study that would make planning recommendations. That sector study, which began in 2010, is known as the City Dock Master Plan (CDMP) of 2013. This Plan was prepared over a period of three years and incorporated a high level of public participation, as well as professional input from City staff and well-qualified specialist consultants.

The CDMP was presented to the Planning Commission in February 2013 and was the subject of a public hearing on March 21, 2013. Numerous members of the public attended and spoke at the hearing. Others contributed written opinions, issues, and observations that were admitted into testimony. The Planning Commission considered all of these community inputs and conferred in open session, among themselves, and with City staff to reach its findings as set forth in this recommendation.

The Planning Commission recommends to the City Council **APPROVAL** of the City Dock Master Plan (CDMP) with the following specific amendment:

The proposed building height restrictions contained within the CDMP should be considered individually by development site. The following should apply:

Compromise Street: 2-3 stories

Upper Dock Street: 3-4 stories

Lower Dock Street (closest to Susan Campbell Park): 3-4.5 stories.

Heights should be consistent with existing building heights of approximately 3 to 4 floors and reflect patterns of existing development within the Historic District and within the City Dock study area. Additionally, revised zoning regulations are needed to change how height is measured. It should be changed to measure from grade or flood protection elevation, whichever is greater to ensure the number of allowed stories is achievable given existing federal and local floodplain regulations.

## **Process**

The Planning Commission participated in a rigorous public process for review and consideration of the proposed CDMP. On February 7, 2013, consultants presented their current and final conclusions and recommendations and the public was accorded a lengthy question and answer session. The process continued with the public hearing before the Historic Preservation Commission. The comments received by the Historic Preservation Commission were forwarded to the Planning Commission for review. As noted above, the Planning Commission conducted a public hearing on March 21, 2013. Significant written comments were received in advance of the hearing.

The Department of Planning and Zoning, doing its own analysis, reported that the CDMP meets all standards and recommended approval of the CDMP. The Planning Commission admitted the staff report of the Department of Planning and Zoning into evidence as well as all other exhibits presented. Mr. Jon Arason, Director of the Department of Planning and Zoning and Dr. Sally Nash, Chief of Comprehensive Planning, presented on behalf of the Department of Planning and Zoning. At the hearing, everyone present who wished to speak was accorded the opportunity. Deliberations occurred in public sessions on March 21, May 2, and May 16, 2013.

## **Findings**

The Planning Commission reviewed the Master Plan according to the analyses required by the Land Use Article of the Maryland Annotated Code relevant to a special exception application. This analysis focuses on the consistency of the

proposed sector plan with the Comprehensive Plan, specifically:

1. Policies
2. Timing of the implementation of the Plan
3. Timing of any private development and construction
4. Timing of any rezoning required
5. Effect on patterns of development
6. Consistency with existing and surrounding land uses
7. Densities or intensities of resulting land uses

In reviewing the City Dock Master Plan, the Planning Commission focused particularly on its consistency with the Comprehensive Plan and with the general completeness, safety and quality of the plan design. The Commission is concerned that the neighborhood character, which comprises the fundamental approach of the Comprehensive Plan, is preserved and enhanced while avoiding undue adverse impacts to the community.

### **I. Consistency with the Comprehensive Plan**

The desire to substantially improve the attractiveness and efficiency of City Dock, and thereby to improve its economic strength, has been notably present for decades. The current Comprehensive Plan of 2009 called for the current City Dock sector plan to be developed. Thus, the preparation and submission of the City Dock Master Plan (CDMP) explicitly complies with the Comprehensive Plan. We find that the consistency between the two goes further.

The Comprehensive Plan contains a policy specifically directed toward changes and improvements at City Dock. In the Plan, Policy 6 in the *Land Use and Economic Development* chapter, "Enhance the Public Realm of City Dock and its Environs," calls for a downtown that maximizes public access and especially pedestrian access to the waterfront, that incorporates a variety of large and small open spaces, accommodates boats, clears some civic spaces of parking places, and provides parking and transportation measures designed to integrate these goals as well as the economic viability of City Dock merchants.

A further policy of the Comprehensive Plan, embodied in Policy 7 and Policy 10 from the *Transportation* chapter, is to shift the City's transportation priorities away from a sole reliance on single occupant automobiles to a more balanced mix of options that also include public transit, bicycle, and pedestrian circulation. It calls for transportation solutions that remove pedestrian-auto and auto-bicycle conflicts while maintaining the existing flows of daily traffic.

We find that the City Dock Master Plan is consistent with these explicit policies of the Comprehensive Plan. The CDMP provides for enhancing the public realm of City Dock through improved pedestrian circulation by replacing Memorial Circle with a simple and safe T intersection that improves traffic flows and returns enormous public space to pedestrian use and enjoyment. Moreover, the CDMP provides for better public access to the water, improved use of public space and also appropriately adjusts the transportation balance by decreasing some automobile parking from an area of the most scenic and valuable public space on the Chesapeake Bay. The CDMP recommends specific parking management and control strategies designed to create an enjoyable public destination and increased economic activity. The CDMP is consistently designed to reach the two goals of an enjoyable public destination and a stronger business district.

The CDMP complies with other policies articulated in the Comprehensive Plan. Policy 10 in the *Land Use and Economic Development* chapter provides for the City to consider, study, and act upon the “risks from sea level rise in decisions involving land use along the waterfront.” This policy is explicitly addressed in the CDMP’s careful consideration of and plans for stormwater mitigation and floodwall development.

## **II. Timing of the Plan, Development and Rezoning**

We find that the City Dock Master Plan is consistent with the timing envisioned by the Comprehensive Plan. There is little within the CDMP that is specifically timed. Key recommendations are for measures to be considered as part of a system of larger improvement programs and that they therefore are sequenced in a way that is efficient and appropriate in improving public welfare. Examples where timing may be significant include the stormwater and flood recommendations of the CDMP. Because flooding impacts have increased notably, even since the Comprehensive Plan was adopted in 2009, the City has moved quickly to incorporate some CDMP flooding and floodwall recommendations into the upcoming Capital Improvement Program.

In addition, City staff proposes to phase in circulation and parking recommendations with an awareness of the initiative to replace/rebuild the current Hillman downtown parking garage that is also included in the upcoming Capital Improvement Program.

Finally, the CDMP not only seeks to enhance the public’s casual use and enjoyment of the waterfront but also recognizes the diverse and near-constant

use of City Dock for public and private events. The number, scheduling, and size of these events are the subject of current debate and legislative initiatives in City Council; but, in general, are an important part of life in the community. We find that the CDMP is flexible and therefore consistent with the timing of these events.

### **III. Effect on Patterns of Development and Surrounding Land Uses**

The Commission finds that the City Dock Master Plan is consistent with the surrounding areas and land uses. The CDMP calls for a mix of residential, commercial, and public uses within the study area that is very similar to the pattern of those uses that exists today. Indeed, only an accentuation of pedestrian-usability and adjustment to transportation and circulation patterns are envisioned. The intent of the recommendations is to make incremental changes that embody the policies adopted in the Comprehensive Plan.

The Commission finds that there are no additional pressures introduced by the CDMP that will affect the surrounding land uses within this downtown area. The surrounding areas are already an intensely developed area of our City. These existing buildings are tightly controlled by City law and are also highly regulated by the additional requirements of the Historic Preservation Commission. Thus, we find that the CDMP is consistent with the current land use regulation and patterns of development of the City Dock study area.

### **IV. Densities or Intensities of Resulting Land Uses**

The Commission finds that the CDMP, as amended in this recommendation, is consistent with the Comprehensive Plan in its recommendations for density and intensity of resulting land uses.

The Commission supports the recommendation of the CDMP for limited redevelopment of some vacant and underused parcels within the City Dock study area. The Commission understands the importance of these CDMP elements and supports these recommendations as a way of enhancing the area for the aesthetic and economic benefit of citizens and visitors to our City. These recommendations will serve to enhance the visual appeal of this “jewel” by framing it within a context of appropriate background structures. These new “framing developments” will serve to complete the overall picture, directing the focus to the main attractions and away from background distractions. These new structures, when developed, will provide additional activity, residents, and offices to the City Dock area—further improving its vitality and

economic base.

For example, one of the most appealing views and spaces within the City Dock area is of the Market House, as framed by the surrounding buildings of Factors Row behind it. These three- and four-story historic buildings provide a beautiful backdrop for views of the dock and the market. Moreover, the pedestrian space created between these buildings and the Market House conveys a sense of intimacy and excitement characteristic of the most successful pedestrian spaces anywhere. This is the building scale and positive environmental impact that the CDMP seeks to extend to other areas within the City Dock area.

Specifically, the Commission recommends amendments to the general language in the plan that make it more specific for each development parcel. The Compromise Street development site should be allowed 2-3 stories, the Upper Dock Street development site should be allowed 3-4 stories, and the Lower Dock Street (closest to Susan Campbell Park) development site should 3-4.5 stories. The Commission finds that the existing level of building density within the Historic District is controlled today by a set of three height districts. We recommend that the existing height district controls are adapted to account for flood protection elevation and that height be measured from either grade or flood protection elevation, whichever is greater. The only additional changes will be to shift specific parcels between height districts.

These small adjustments will allow for appropriate and desirable new development within the same height control approach that exists today. We understand that these current districts provide for a maximum height at the ridgeline of a building to be at least 3 to 4.5 floors above grade. The Commission recommends that this same approach be updated to reflect current regulations for ground floors and applied to the new buildings proposed in the CDMP.

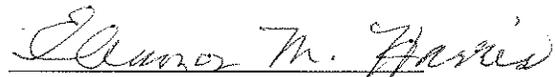
### **Recommendation**

In summary, the goal of many Annapolitans has been for many years to return our front yard to uses that we can enjoy and that will attract visitors to a genuinely pleasant and beautiful waterfront. The Comprehensive Plan called for this goal. The City Dock Master Plan achieves this goal. The Planning Commission finds that the Master Plan is in compliance with the Comprehensive Plan and serves the public interest through enhancing the environment and stimulating the economy. The Commission recommends City Council approval of the City Dock Master Plan, as amended.

**Annapolis City Council**  
**Findings: City Dock Master Plan**  
**May 16, 2013**  
**Page 7**

At a meeting on May 16, 2013, the Planning Commission voted ~~6~~<sup>5</sup>-0 to recommend to the City Council that it approve the City Dock Master Plan as amended by the above specific conditions.

Adopted May 16, 2013:

  
Dr. Eleanor Harris, Chair



*City of Annapolis*

**DEPARTMENT OF PLANNING AND ZONING**

145 Gorman Street, 3<sup>rd</sup> Floor, Annapolis, Maryland 21401

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

Chartered 1708

JON ARASON, AICP  
DIRECTOR

March 11, 2013

**MEMORANDUM**

**To:** Planning Commission  
**From:** Sally Nash, Chief of Comprehensive Planning, Department of Planning and Zoning  
**Via:** Jon Arason, Director of Planning and Zoning  
**Re:** Annapolis City Dock Master Plan  
**Attachments:** Resolution No. R-49-12, Nelson\Nygaard Technical Memorandum, Urban Land Institute Technical Assistance Report

SUMMARY

For over 300 years, the City of Annapolis has been a waterfront destination. In 1965, the downtown district was named a National Historic Landmark. The importance of both water and history to the spirit of Annapolis is paramount. Both influences have long shaped the City Dock. However, while many of character-defining features remain, there are several factors that detract from City Dock's historic character, especially the quantity and quality of pedestrian space and public access to the waterfront. The 2009 Comprehensive Plan for the City of Annapolis called for a plan that would enhance City Dock and its environs. The City Dock Master Plan was developed as a means to accomplish that task, and it proposes a conceptual blueprint for the rejuvenation of City Dock. It also proposed concrete design solutions—some of which can be implemented in the short-term, while some will require more analysis and more design before implementation.

The Resolution (R-49-12) that supports this plan was introduced to City Council on December 10, 2012 and is attached.

BACKGROUND AND ANALYSIS

Policy 6 in the Land Use and Economic Development Chapter of the Comprehensive Plan calls for the enhancement of City Dock and its environs. It envisions a plan that is developed by the community, for the community, with an overall vision that improves public space and access to the water.

The policy in its entirety reads:

***Policy 6. Enhance the Public Realm of City Dock and its Environs.***

*City Dock and its environs are fundamental to the city's character and identity as a small seaport town with a rich history. Main Street has been designated one of Ten Great Streets in America by the American Planning Association for its role as a living museum, a place that makes significant contributions to Annapolis' downtown economy at the same time that the entire downtown remains physically and visually connected to its history, maritime culture, and architectural character.*

*Given the importance of the City Dock area to Annapolis, a plan for its future must be developed with broad participation by the entire community, as well as downtown residents and businesses. A plan for the public realm of City Dock and its environs should begin with forming a Vision, from which specific implementation steps be developed. Such a plan should update or replace the 1993 Ward One Sector Study, which has been the guiding planning document for the downtown area.*

*The plan shall deem the public property from the Dock to and including the Market House to be Civic Space for residents of the city. The plan shall be drafted by the Planning & Zoning Department with the advice of a committee representative of residents, downtown merchants and representatives of maritime interests and with the assistance of such professional consultants as are deemed necessary. The Plan, which shall be presented to the City Council by September 1, 2010, shall:*

- ▶ *Maximize public access to the waterfront;*
- ▶ *Maximize pedestrian and bicycle friendly features;*
- ▶ *Incorporate a variety of open places, both large and small, for people to congregate for various purposes;*
- ▶ *Accommodate boats of all types, as well as docking for cruise boats, commercial vessels, and water taxis;*
- ▶ *When hosting public events, balance the needs and interests of residents, businesses, and the event;*
- ▶ *Include a transportation element which will clear the proposed Civic Space of parking places for motor vehicles, and provide an alternate nearby site for such parking and/or remote parking with shuttle transportation;*
- ▶ *Propose measures, including those related to transportation and parking, which are necessary to keep existing Dock Street merchants viable.*

In September 2010, Mayor Joshua Cohen formed a citizens committee to advise the City on rejuvenating City Dock. The City Dock Advisory Committee (CDAC) began to meet in November 2010, with past Baltimore Mayor Kurt Schmoke appointed as Chair. Other members of the Committee included business owners, property owners, historians, artists, and designers.

The CDAC was charged with establishing the guiding principles for the use and redevelopment of the City Dock area to ensure that the needs of the businesses and people—residents and visitors alike—were met; to develop and define a design plan for City Dock based on those principles; and to encourage and coordinate public participation throughout the process.

The Committee identified the vision and guiding principles for the purpose and function of the City Dock area after conducting extensive information gathering sessions, consulting interested parties, soliciting input from outside experts, and reviewing previous studies of City Dock. They presented their phase one report, "Visions and Guiding Principles" to City Council on July 21, 2011.

The six guiding principles presented in this report later became the foundation of the next phase of work—the drafting of the City Dock Master Plan. These guiding principles are:

- ▶ **Number One:** Improvements should be made gradually and emphasize historic layout and scale, access to the waterfront, sight lines and views. A preservation ethic should be reflected in our treatment of City Dock—through interpretive opportunities, historic walks and markers, and the demarcation of the historic shoreline. Power lines should be buried underground to further enhance vistas. All improvements should reinforce the “Beautiful Historic Seaport” brand and maintain a strong, clear identity.
- ▶ **Number Two:** The management of City Dock should be coordinated year-round. The purview of the management entity should include the programming of public space, ensuring trash pick-up and cleanliness, reducing clutter, monitoring the progress of implementing visions for City Dock, collecting data, incorporating feedback, coordinating marketing, and supervising Market House operations. This management should support local businesses as well and help them to thrive. Furthermore, the management should advocate for City Dock and protect the historic core.
- ▶ **Number Three:** A central organizing feature of improvements should be high quality pedestrian-oriented and walkable public open space that is flexible enough to support a variety of uses in a variety of seasons and under a variety of conditions (such as accommodating sea level rise). This could include a continuous promenade along the water from the Marriott Hotel to the site of the future Sailing Hall of Fame, more seating and benches, and shelter from the elements. There should be many destinations to attract people to different parts of City Dock.
- ▶ **Number Four:** Improvements should support a greater *mix* of transportation modes (bikes, shuttles, water taxis, and public transit) that complement and enhance one another. There should be an emphasis on expanding off-street capacity and maximizing the use of garages. Highly visible and adequate signage and “smart” technologies such as flexible price parking based on demand, should be utilized to “catch” vehicles with an effective progression of directions and signage. There should be an efficient and uniform pay system for on-street parking. There should be creative and experimental ways to accommodate both parking and people that can be also be reversible.
- ▶ **Number Five:** City Dock improvements should contribute to the City’s “greening” and the area should serve as a sustainable focus for an authentic residential life. There should be an intersection of resources such as farmers markets and other local vendors with opportunities to celebrate Chesapeake Bay heritage and have meaningful and organic interactions with the water and the environment. Improvements should contribute to the economic vitality of the area.
- ▶ **Number Six:** Public art opportunities and installations can enhance City Dock and provide both thought-provoking and entertaining experiences. The art can be permanent or ephemeral, suited to the season or a particular event. Art can help strengthen the “Beautiful Historic Seaport” brand, move pedestrians through new public open space, and inspire creative exchanges with the water.

The goals of the City Dock Master Plan were to translate the guiding principles into specific design solutions and open the discussion to a broader group of stakeholders through a series of workshops and presentations. The Plan translates these principles in a variety of ways. It advocates flexibility and incrementalism, where possible. It recommends rebalancing open space from automobile-oriented space to pedestrian-oriented space. It protects many current uses of City Dock by calling for flexible space

that can serve a variety of functions. It also proposes new ways of managing City Dock and the events that take place there and the public art that could serve as a main attraction to this part of the City. All in all, it advocates a new balancing of uses and spaces that will encourage new visitors but protect the qualities that currently make City Dock so unique.

*Consistency with the Goals of the Comprehensive Plan and Other Studies*

The City Dock Master Plan is clearly consistent with the goals of the Comprehensive Plan and several other City plans.

- ▶ **2009 Comprehensive Plan.** In addition to Policy 6, mentioned above, the Comprehensive Plan recommends several other policies that are in alignment with the City Dock Master Plan. For example, the Comprehensive Plan recommends that Annapolis protect and enhance its “rich cultural history and wealth of current historic and cultural offerings” (p. 38). It also calls for the evaluation of the “risks from sea level rise in decisions involving land use along the waterfront” (p. 40). Furthermore, it discusses such policies as looking carefully at parking management, encouraging bicycle and pedestrian spaces, and enhancing existing parks and facilities. The City Dock Master Plan recommends protecting important historic and cultural aspects of the dock area while also preparing for the future—such as by constructing a seawall to guard against sea-level rise. It proposes new strategies to help manage parking demand and promotes a multi-modal approach for transit options. These parking strategies were based on a technical memorandum from Karina Ricks of Nelson\Nygaard (a member of the consulting team). This memorandum, dated September 5, 2012, is attached.
- ▶ *Urban Land Institute Technical Assistance Report (2010).* The Urban Land Institute (ULI) proposed the idea of a Business Improvement District (BID) that would be responsible for data collection on market capacity and parking, help manage special events, and strengthen existing public and private partnerships. The City Dock Master Plan does not specifically propose a BID, but recommends that or a similar entity to help promote and protect City Dock. The ULI report also recommended that the City formulate a comprehensive parking strategy and maximize utilization of existing parking structures. The City Dock Master Plan proposes several parking strategies that can help improve traffic and circulation downtown. This report is attached.
- ▶ *Bicycle, Automotive and Pedestrian Safety Evaluation (2011).* This study looked at traffic conflicts throughout downtown and made preliminary suggestions on how to make downtown more pedestrian and bicycle friendly. It also recommended a more comprehensive parking management plan and encouraged the City to consider different ways to reduce conflicts between pedestrians and automobiles. The City Dock Master Plan proposes the idea of a “T” intersection at the base of Compromise Street and Main Street to help regulate the flow of pedestrians and automobiles at this intersection. This report can be found on-line at <http://www.annapolis.gov/Government/Departments/PlanZone/CityDockPlan/Circulation.aspx>.

*Public Input*

The City Dock Advisory Committee was comprised of business owners, residents, history and design experts, and artists. There were 22 CDAC meetings that were held over the course of this planning effort, and all were open to the public. Over 100 different members of the public attended these meetings. Most meetings had between 10-15 audience members, who were often allowed to participate

in the discussion. Between January 2011 and April 2011, the Committee hosted a series of presentations from 23 different stakeholders on a number of topics. All business owners on Dock Street and around Market Space were invited to give a presentation about changes to City Dock and how it could affect them.

In phase two of the planning effort, the consultants, CDAC, and City staff hosted two public workshops to gather input from a wide-selection of residents and business owners. The first workshop was held on June 28, 2012 and the second on September 27, 2012. In addition to a presentation before City Council in November of 2012, a presentation, hosted by the Planning Commission, was also given on February 7, 2013 for board and commission members, and open to the general public.

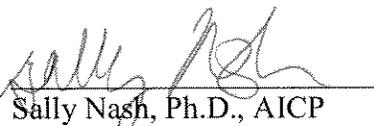
#### *Next Steps*

Following the Planning Commission public hearing and deliberations, the City Dock Master Plan will return to City Council for a public hearing. It will then be referred to the Rules and City Government Committee and the Economic Matters Committee. These committees will consider public testimony, as well as input from the Planning Commission, Historic Preservation Commission, and other boards and commissions. The zoning ordinance that will accompany this plan will be introduced at City Council in the spring and will then come before the Planning Commission.

#### RECOMMENDATION

Staff proposes that the Planning Commission recommends the *Annapolis City Dock Master Plan* for City Council approval and adoption.

Report Prepared by



Sally Nash, Ph.D., AICP  
Chief of Comprehensive Planning

1 CITY COUNCIL OF THE  
2 City of Annapolis

3 Ordinance No. O-47-11

4 Introduced by: Alderman Arnett  
5  
6  
7

LEGISLATIVE HISTORY			
First Reading	Public Hearing	Fiscal Impact Note	180 Day Rule
9/26/11			3/23/12
Referred to	Referral Date	Meeting Date	Action Taken
Economic Matters	9/26/11		
Rules and City Gov't	9/26/11		
Planning Commission	9/26/11		

8  
9 A ORDINANCE concerning

10 Fence Permits

11 FOR the purpose of amending the Code of the City of Annapolis with respect to the issuance  
12 of fence permits.

13 BY repealing and re-enacting with amendments the following portions of the Code of the  
14 City of Annapolis, 2011 Edition  
15 Section 17.34.010  
16 Section 17.34.020  
17 Section 17.34.030  
18 Section 21.60.070  
19  
20

21 SECTION I: BE IT ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY  
22 COUNCIL that the Code of the City of Annapolis shall be amended to read as follows:

23 CHAPTER 17.34 – FENCE CODE.

24  
25 17.34.010 - Fences, hedges or walls.

26 A. Permit Required.

27 1. No new fence, wall or hedge shall be erected and no existing fence or wall shall be altered or  
28 replaced until a permit is obtained from the City. The nonrefundable application fee and permit  
29 fee shall be in accordance with Section 17.12.056. The permit shall not be issued until the  
30 drawings have been approved by the director or his or her designee.

31  
32 ~~2. In approving or disapproving the drawings, consideration shall be given to the type of~~  
33 ~~materials to be used, whether or not the fence, wall or hedge unduly obstructs light and air from~~  
34 ~~neighboring properties or public ways, and whether or not the fence, wall or hedge unduly will~~  
35 ~~obstruct visibility upon public streets. Materials used for fences, walls or hedges in residential~~  
36 ~~zoning districts shall be in keeping with the character and purpose for which the fence, wall or~~

1 ~~hedge was intended. Except in connection with penal and correctional institutions and public~~  
2 ~~utility and service uses, no fence, wall or hedge shall consist, in whole or in part, of barbed wire~~  
3 ~~or similar materials designed or customarily utilized to inflict injury upon persons or animals.~~

4  
5 3. Fences or walls may be installed up to, but not over the property line. It is the responsibility  
6 of the applicant to assure that the proposed fence or wall will not be installed on property of  
7 others. All property line disputes are between abutting property owners, not the City.

8  
9 4. Work shall commence within thirty days from the date of the issuance of the permit and be  
10 completed in one hundred twenty days after issuance.

11  
12 B. Administrative Review.

13 ~~1. All fences or walls of four feet or less measured from the adjoining finished grade will be~~  
14 ~~approved routinely unless an inspection of the property indicates that a fence or wall of this~~  
15 ~~height unduly would obstruct light and air from neighboring properties or public ways, or unduly~~  
16 ~~obstruct visibility upon public streets.~~

17  
18 2 1. All fences or walls of more than four feet require notification to the neighbors. Only the  
19 property owners abutting the proposed fence or wall shall be notified. This includes the owners  
20 of vacant land, rental units and vacant buildings. The property owners shall be notified by mail  
21 or hand delivery of the proposal and given ten calendar days to respond. It is the responsibility  
22 of the applicant or his authorized agent to notify the abutting owners. Failure to respond  
23 indicates no objection to the proposal.

24  
25 ~~3. All new fences or walls and gates and all existing fences, walls and gates to be altered~~  
26 ~~located in the historic district as defined in Title 21 of the City Code require the review and~~  
27 ~~approval of the Historic Preservation Commission.~~

28  
29 4 2. Unless approved otherwise, all fences or walls shall not be located in landscape buffers,  
30 conservation easements, over utility easements, across walkway easements and or on public  
31 rights of way.

32  
33 5 3. Fences or walls shall not be located closer than at least three feet to away from a fire  
34 hydrant.

35  
36 ~~6. Fences or walls shall not alter or impede the natural flow of stormwater, nor divert the water~~  
37 ~~onto the property of others.~~

38  
39 4. All fences, hedges and walls shall be maintained in good condition at all times. All fences and  
40 walls shall be neatly finished and repaired, including all parts and supports.

41  
42 5. No fence or wall may be constructed in a manner or location which will interfere with natural  
43 surface water run-off or which will result in a negative impact to any adjacent property by natural  
44 surface run-off. All fences and walls must be constructed in a manner that is in harmony with  
45 City drainage requirements and standards and in compliance with any approved drainage plans  
46 on file with the City for the property upon which the fence or wall is constructed.

47  
48 6. It shall be unlawful for any person to place or to allow to be placed on land they own a fence,  
49 a hedge or a wall which creates an unsafe or dangerous obstruction or condition.

1 **17.34.020 - Appeals.**

2 A. A person aggrieved by an order from the director or the director's designee made pursuant  
3 to this chapter, other than the issuance of a municipal citation, may appeal to the Building Board  
4 of Appeals within fifteen calendar days of the date of the order. The petition for appeal shall be  
5 in writing stating the grounds for appeal and shall be filed with the Department of Neighborhood  
6 and Environmental Programs along with a nonrefundable fee in an amount established by the  
7 City Council. Any right to appeal shall be waived if not timely filed.

8  
9 B. Fifteen days' notice of the hearing also shall be given to persons owning property within two  
10 hundred feet of the location of the proposed fence, wall or hedge by first-class mail, and to the  
11 general public by a notice published in a newspaper of general circulation in the City. All  
12 required notices shall be at the appellant's expense.

13  
14 C. The Building Board of Appeals shall consider the appeal based upon the information  
15 provided to the Department of Neighborhood and Environmental Programs at the time of the  
16 order from which the appeal is taking. If the board finds that the order was in error or contrary to  
17 the provisions of this code or other applicable law, the board may reverse or modify the order.  
18 The decision of the board on all appeals shall be in writing and shall contain the factual findings  
19 of the board and the reasons for the decision.

20  
21 D. A person aggrieved by a decision of the Building Board of Appeals made pursuant to this  
22 section may appeal that decision to the circuit court for Anne Arundel County pursuant to  
23 Maryland Rule Title 7, Chapter 200 or its successor. For purposes of this subsection, a person  
24 shall not be considered aggrieved by a decision of the board unless the person has appeared  
25 as a party at the hearing before the board. An appeal under this section shall be taken within  
26 thirty days of the date of the decision appealed and shall be the exclusive remedy of the  
27 aggrieved party from that decision.

28  
29  
30 **17.34.030 - Violations.**

31 A person who violates this chapter is guilty of a municipal infraction and is subject to a fine of  
32 one hundred dollars for any single, initial violation and a fine of two hundred dollars for each  
33 repeat or continuing violation.

34  
35  
36 **CHAPTER 21.60 – SUPPLEMENTAL USE AND DEVELOPMENT STANDARDS**

37 **21.60.070 - Fences, walls, and plantings.**

38 A. For the purposes of this Section, the following definitions shall apply:

39 1. "Fence" means a fence, wall or hedge.

40  
41 2. "Approved grade" means the elevation of the ground, or any paving or sidewalk built upon it,  
42 which has been established on the basis of an engineered grading and drainage plan for the  
43 property that has been reviewed and approved by the city for the property. When no engineered  
44 grading and drainage plan is on file with the city, an established historic grade may be accepted  
45 in-lieu-of the engineered plan, based on general information available, including, when  
46 appropriate, a site inspection of the property by the city before the fence, hedge or wall is  
47 constructed. In making a determination regarding historic grade, the city may, when deemed  
48 necessary, require submission of current surveyed elevations of the property and other nearby

1 properties; or may require that an engineered grading and drainage plan be submitted by the  
2 owner or occupant of the property.

3  
4 3. "Fence section" means a portion or panel of fence construction, normally consisting of  
5 pickets, planks or metal fabric attached to horizontal rails, and which is attached or constructed,  
6 in more or less regular sequential intervals, to supporting vertical posts. In determining what  
7 constitutes a fence section, the normal guideline shall be sequential sections of fence which are  
8 eight feet in length.

9  
10 4. "Hedge" means several plants planted in a sequence or pattern so that the branches and  
11 stems of adjacent plants grow together in a manner that results in a meshing or intertwining of  
12 stems and branches with little or no passable space left between the plants, thus effectively  
13 forming a barrier or enclosure.

14  
15 5. "Top of fence/top of wall" means the uppermost point on the edge or surface of a fence or  
16 wall, but not including support posts or architectural features as described in section  
17 18.48.070(A)(1)(d).

18  
19 6. "Top of hedge" means the highest point on the uppermost branches or stems of a hedge  
20 above which only leaves or needles naturally grow.

21  
22  
23 B. A fence, wall or hedge may be erected, placed, maintained or grown pursuant to a permit  
24 issued in accordance with Section 17.34.010 of the Annapolis City Code. It is the purpose of  
25 the provisions of this section to establish requirements for the height, location, and materials of  
26 fences, hedges or walls. Fences shall be required to comply with the following standards and  
27 requirements:

28  
29 1. The height of a fence, or any combination of fences, is measured from the grade of the  
30 public right-of-way or easement. In the case where there is a change in grade, at no point along  
31 the length of the fence, or any combination thereof, shall the height exceed the limits  
32 established in this Chapter.

33  
34 2. The maximum height of a fence shall not include the support posts or ornamental features  
35 included in the construction, provided that (a) the overall construction of such posts and  
36 ornamental features does not exceed the limitations describing a limited solid material fence as  
37 set forth in Section 21.60.070(A)(3), and (b) no posts or ornamental features extend more than  
38 one foot above the top of the fence.

39  
40 3. All fences which have a ratio of solid material to open space of not more than one to four  
41 shall be considered limited solid material fences, and walls.

42  
43 4. All fences which have a ratio of solid material to open space of more than one to four shall be  
44 considered solid material fences, and walls.

45  
46 5. All fences must be located within the boundary lines of the property owned by the person or  
47 persons who construct and maintain them.

48  
49 6. No barbed wire or other sharp-pointed fences shall be installed on any property, except  
50 around storage yards in the I1 zoning district upon a specific finding by the Planning and Zoning  
51 Department that such a fence is necessary to protect property or goods.

1 C. The maximum height of all fences shall be eight feet, except as hereafter provided:

2 1. Fences around tennis, squash racquet, squash tennis or badminton courts and publicly  
3 owned recreation areas may exceed eight feet in height, provided, that the same are limited  
4 solid material fences, and walls.

5  
6 2. Limited solid material fences located in a front yard, or a yard adjacent to a public right-of-way  
7 shall have a maximum height of four feet unless they meet the set back requirement(s) for the  
8 principal structure.

9  
10 3. Solid material fences located in a front yard or a yard adjacent to a public right-of-way shall  
11 have a maximum height of forty-two inches unless the same meet the front setback requirement  
12 of the zone in which it is located.

13  
14 4. Other fences may not exceed eight feet in height.

15  
16  
17 D. A sight visibility triangle is established in Section 21.72.010. Where a public right-of-way  
18 or easement dedicated for public access terminates at a waterway, a view cone shall be  
19 provided. See Section 21.72.010 for definition and calculation of the view cone.

20  
21 1. No fences, walls, or hedges with a height greater than forty-eight inches are allowed in a  
22 view cone, except:

23 a. Fences and walls (including their component parts, such as handrails and guards)  
24 that do not exceed six feet in height and are transparent above forty-eight inches. A  
25 fence, wall, hand-rail, or guard is considered transparent if its opacity is twenty percent  
26 or less. The percentage of opacity is measured by dividing the square footage of the  
27 opaque portion of the subject structure by the square footage of the entire structure, and  
28 multiplying the result by one hundred.

29 b. Trees maintained with a single clear trunk with all branches and pendulous branches  
30 removed to a height of seven feet above the ground plane. Trees shall not be planted  
31 closer than fifteen feet apart so as not to form a visual barrier.

32  
33 2. All plantings, exclusive of trees referenced in subsection (D)(1)(b) of this section, located in a  
34 view cone must be pruned or maintained to a height of forty-eight inches or less.

35  
36  
37 E. Other considerations

38  
39 1. When in a fence is to be constructed that otherwise meets the requirements of this section,  
40 but impedes an established view shed or a view of a waterway from adjoining public or private  
41 properties, the Planning Department may require modifications to the materials or the ratio of  
42 solid fencing to voids.

43 2. In approving or disapproving the drawings, consideration shall be given to the type of  
44 materials to be used, and whether or not the fence, wall or hedge unduly will obstruct visibility  
45 from public streets. Materials used for fences, walls or hedges in residential zoning districts shall  
46 be in keeping with the character and purpose for which the fence, wall or hedge was intended.  
47 Except in connection with penal and correctional institutions and public utility and service uses,  
48 no fence, wall or hedge shall consist, in whole or in part, of barbed wire or similar materials  
49 designed or customarily utilized to inflict injury upon persons or animals.

1 3. If located in the historic district as defined in this Title, all proposed new fences, walls and  
2 gates and all proposed alterations to existing fences, walls and gates require the review and  
3 approval of the Historic Preservation Commission.  
4

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

7  
8 **ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
9

10  
ATTEST:

THE ANNAPOLIS CITY COUNCIL

BY

\_\_\_\_\_  
Regina C. Watkins-Eldridge, MMC, City Clerk

\_\_\_\_\_  
Joshua J. Cohen, Mayor

11  
12  
13 **EXPLANATION:**

14 Highlighting indicates matter added to existing law.  
15 ~~Strikeout indicates matter deleted from existing law.~~  
16 Underlining indicates amendments.  
17

1 **Office of Law Working Draft for Second Reader**

2 *Editorial note: the purpose of this working draft is to 1) show the current*  
3 *Code in effect that O-40-11 (Fence Permits) modified and was adopted at*  
4 *the same Council meeting where O-47-11 was introduced and 2)*  
5 *recommended amendments from the Planning Commission.*

6  
7 **Ordinance No. O-47-11**  
8

9 **EXPLANATION:**

10 Gray highlighting indicates text proposed to be added to law as it  
11 existed at time ordinance was drafted.

12 Strikeout indicates text proposed to be deleted.

13 Yellow highlighting indicates text of current Code as revised by O-  
14 40-11 adopted by Council action on the same date this ordinance  
15 was introduced.

16 Underlining indicates amendments proposed by the Planning  
17 Commission.

18 Blue highlighting indicates needed technical amendments.

19  
20 **AN ORDINANCE** concerning

21  
22 **Fence Permits**

23  
24 **FOR** the purpose of amending the Code of the City of Annapolis with respect to  
25 the issuance of fence permits.

26  
27 **BY** repealing and re-enacting with amendments the following portions of the  
28 Code of the City of Annapolis, 2011 2012 Edition:

29 17.34.010

30 17.34.020

31 21.18.030

32 21.60.070

33 21.60.080

34 21.60.090

35 21.72.010

36  
37 **BY** adding the following portions to the Code of the City of Annapolis, 2012  
38 Edition:

39 21.60.065

40 21.60.075

41  
42  
43 **SECTION I: BE IT ESTABLISHED AND ORDAINED BY THE**  
44 **ANNAPOLIS CITY COUNCIL** that the Code of Annapolis shall be amended to  
45 read as follows:  
46

1  
2 **Chapter 17.34 – FENCE CODE PERMITS**

3  
4 **17.34.010 - Fences, hedges or walls Fences and walls.**

5  
6 A. Permit Required.

7  
8 1. No new fence, or wall or hedge shall be erected, placed or, maintained or  
9 grown and no existing fence, or wall or hedge shall be altered or replaced until a  
10 permit is obtained from the City Department of Neighborhood and Environmental  
11 Programs. The nonrefundable application fee and permit fee shall be in  
12 accordance with Section 17.12.056. The permit shall not be issued until the  
13 drawings application and supporting documentation have been reviewed by the  
14 appropriate City departments and approved by the Director or his or her  
15 designee.

16  
17  
18 ~~2. In approving or disapproving the drawings, consideration shall be given to the~~  
19 ~~type of materials to be used, whether or not the fence, wall or hedge unduly~~  
20 ~~obstructs light and air from neighboring properties or public ways, and whether or~~  
21 ~~not the fence, wall or hedge unduly will obstruct visibility upon public streets.~~  
22 ~~Materials used for fences, walls or hedges in residential zoning districts shall be~~  
23 ~~in keeping with the character of the neighborhood and purpose for which the~~  
24 ~~fence, wall or hedge was intended. Except in connection with penal and~~  
25 ~~correctional institutions and public utility and service uses, no fence, wall or~~  
26 ~~hedge shall consist, in whole or in part, of barbed wire or similar materials~~  
27 ~~designed or customarily utilized to inflict injury upon persons or animals.~~

28  
29 2. At a minimum, the permit application shall be accompanied by a scaled  
30 drawing showing the proposed location and dimensions of the fence or wall on  
31 the subject lot, and its relationship to the property lines, public right-of-ways,  
32 easements, utilities, existing structures, existing trees, and steep topography.  
33 The permit application shall also include construction drawings, pictures or  
34 diagrams sufficient to illustrate the overall design and materials to be used for the  
35 proposed fence or wall. The Director may require the applicant to provide  
36 additional information as deemed necessary by the City in order to review the  
37 proposed fence or wall for conformity with the City Code.

38  
39  
40 3. A fence, wall, or hedge erected, placed, maintained or grown in or abutting  
41 residential and maritime zoning districts is subject to the following height  
42 limitations: (a) six feet along a front yard lot line or in a front yard; (b) six feet  
43 along side yard lot lines or in a side yard, between the front yard lot line and  
44 façade plane of the principal structure; and (c) except as limited by (b), six feet  
45 along the side yard and rear yard lot lines and in side and rear yards.

1 ~~3 5.~~ Work shall commence within thirty days from the date of the issuance of the  
2 permit and be completed in one hundred twenty days after issuance, ~~unless~~  
3 ~~extended by the Director of Neighborhood and Environmental Programs, or the~~  
4 ~~permit will be revoked.~~

5  
6 ~~4. A fence, wall, or hedge may be installed up to, but not over the property line. It~~  
7 ~~is the responsibility of the applicant to assure that the proposed fence or wall will~~  
8 ~~not be installed on property of others. All property line disputes are between~~  
9 ~~abutting property owners, not the City.~~

10  
11  
12 B. Administrative Review.

13  
14 1. ~~A fence, wall, or hedge of four~~ six feet or less measured from the adjoining  
15 finished grade will be approved routinely unless an inspection of the property  
16 indicates that a fence, wall, or hedge of this height unduly would obstruct light  
17 and air from nearby and adjoining properties or public ways, or unduly  
18 obstruct visibility upon public streets.

19  
20 2. ~~A proposed fence, wall, or hedge of more than four~~ six feet requires  
21 notification to the neighbors prior to any approval. ~~Only the abutting Property~~  
22 ~~owners and occupants within 200 feet of the property of the proposed fence~~  
23 ~~or wall shall be notified in accordance with Section 21.10.020(B) of the Zoning~~  
24 ~~Code.~~ This includes the owners of vacant land, rental units and vacant  
25 buildings. The property owners and occupants shall be notified by mail or  
26 hand delivery of the proposal and given ten calendar days to respond. It is the  
27 responsibility of the applicant or his authorized agent to notify ~~the abutting~~  
28 ~~owners.~~ Failure to respond indicates no objection to the proposal.

29  
30 3. ~~A new fence, wall, or hedge, and gates and all existing fences, walls, hedges~~  
31 ~~and gates to be altered located in the historic district as defined in Title 21 of~~  
32 ~~the City Code require the review and approval of the Historic Preservation~~  
33 ~~Commission.~~

34  
35 4. ~~Unless approved otherwise, all fences or walls shall not be located in~~  
36 ~~landscape buffers, conservation easements, over utility easements, across~~  
37 ~~walkway easements or on public rights-of-way.~~

38  
39 5. A fence, wall, ~~or hedge~~ shall ~~not~~ be located at least three feet away from a fire  
40 hydrant.

41  
42 6. A fence, wall, ~~or hedge~~ shall not alter or impede the natural flow of stormwater,  
43 nor divert the water onto the property of others.

44  
45 7. A fence, wall, or hedge shall not unduly obstruct the view of tidal waterways  
46 from nearby residential properties.

1  
2 ~~8. All fences, hedges and walls shall be maintained in good condition at all times.~~  
3 ~~All fences and walls shall be neatly finished and repaired, including all parts and~~  
4 ~~supports.~~

5  
6 ~~9. No fence or wall may be constructed in a manner or location which will~~  
7 ~~interfere with natural surface water run-off or which will result in a negative~~  
8 ~~impact to any adjacent property by natural surface run-off. All fences and walls~~  
9 ~~must be constructed in a manner that is in harmony with City drainage~~  
10 ~~requirements and standards and in compliance with any approved drainage~~  
11 ~~plans on file with the City for the property upon which the fence or wall is~~  
12 ~~constructed.~~

13  
14 ~~10. It shall be unlawful for any person to place or to allow to be placed on land~~  
15 ~~they own a fence, a hedge or a wall which creates an unsafe or dangerous~~  
16 ~~obstruction or condition.~~

17  
18  
19 B. Restrictions.

20  
21 1. In addition to the provisions of this Section, fences and walls shall be required  
22 to comply with the standards and requirements outlined in Section 21.60.070 of  
23 the Zoning Code.

24  
25 2. No new fence or wall shall be erected, placed, or maintained and no existing  
26 fence or wall shall be altered or replaced so as to encroach upon a public right-  
27 of-way or easement area, without written approval from the Director of Public  
28 Works or his or her designee. When any part of a permitted fence or wall is  
29 installed within a public easement area, the City or any agent of the City  
30 permitted to use the easement area shall be held harmless by the owner of the  
31 property upon which the permitted fence or wall is located for any and all claims  
32 for damage to the fence or wall that might occur when work is performed in the  
33 public easement area, and shall not be held responsible or liable for the  
34 reinstallation of any fence or wall removed from the public easement.

35 3. The area three feet in radius around fire hydrants, fire hose connections and  
36 utility boxes shall be kept free of any fences or walls that could impede use of the  
37 hydrant, hose connection or utility box.

38  
39 4. Fences and walls shall be installed so as not to disturb or damage existing  
40 trees equal to or greater than five inches diameter at breast height, unless  
41 otherwise approved by the City.

42  
43 5. Fences and walls shall not alter or impede the natural flow of stormwater, nor  
44 divert the water onto the property of others.

1 6. Fences and walls shall be assembled in accordance with the manufacturer's  
2 requirements and be constructed of wood, masonry, stone, wire, metal, plastic,  
3 or any other manufactured material or combination of materials normally used for  
4 fences and walls, and that has been manufactured for the purpose of fence or  
5 wall construction. The bottom of fence posts and wall foundations shall be set at  
6 least 30" below finished grade.

7  
8 7. Fences and walls shall be maintained in accordance with the City's property  
9 maintenance code.

10  
11  
12  
13 **17.34.020 - Appeals**

14  
15 A. A person aggrieved by a determination or an order ~~from of~~ the ~~d~~Director or  
16 the ~~e~~Director's designee made pursuant to this chapter, other than the  
17 issuance of a municipal citation, may appeal to the Building Board of  
18 Appeals within fifteen calendar days of the date of the determination or  
19 order. The notice of petition for appeal shall be in writing stating the  
20 grounds for appeal and shall be filed with the Department of  
21 Neighborhood and Environmental Programs along with a nonrefundable  
22 fee in an amount established by the City Council. Any right to appeal shall  
23 be waived if not timely filed.

24  
25 B. Fifteen days' notice of the hearing ~~also~~ shall be given to persons or  
26 entities owning property within two hundred feet of the location of the  
27 proposed fence, wall or hedge fence or wall that is the subject of the  
28 appeal. Notice shall be by first-class mail, and to the general public by a  
29 notice published in a newspaper of general circulation in the City. All  
30 required notices shall be at the appellant's expense.

31  
32 C. The Building Board of Appeals shall consider the appeal based upon the  
33 information and documentation provided to the Department of  
34 Neighborhood and Environmental Programs at the time of the  
35 determination or order from which the appeal is ~~taking~~ taken. If the  
36 ~~b~~Board finds that the determination or order was in error or contrary to the  
37 provisions of this ~~e~~Code or other applicable law, the ~~b~~Board may reverse  
38 or modify the determination or order. The decision of the ~~b~~Board on all  
39 appeals shall be in writing and shall contain the factual findings of the  
40 ~~b~~Board and the reasons for the decision.

41  
42 D. A person aggrieved by a decision of the Building Board of Appeals made  
43 pursuant to this section may appeal that decision to the ~~e~~Circuit ~~e~~Court for  
44 Anne Arundel County pursuant to Maryland Rule Title 7, Chapter 200 ~~or~~  
45 its successor, as may be amended from time to time. For purposes of this  
46 subsection, a person shall not be considered aggrieved by a decision of

1 the ~~b~~Board unless the person has appeared as a party at the hearing  
2 before the ~~b~~Board. An appeal under this section shall be taken within  
3 thirty days of the date of the decision appealed and shall be the exclusive  
4 remedy of the aggrieved party from that decision.  
5  
6

7 **17.34.030 - Violations.**

8 A person who violates this chapter is guilty of a municipal infraction and is  
9 subject to a fine of one hundred dollars for any single, initial violation and a fine  
10 of two hundred dollars for each repeat or continuing violation.  
11

12  
13 **Chapter 21.18 – ADMINISTRATIVE ADJUSTMENTS**

14  
15 **21.18.030 - Permitted administrative adjustments.**

16  
17 A. Administrative adjustments from the regulations of this Zoning Code may  
18 be granted by the Planning and Zoning Director only in accordance with  
19 the criteria established in this Chapter, and may be granted only for the  
20 following:  
21

- 22 1. Setbacks. To permit any yard or setback of up to twenty percent  
23 less than a yard or a setback required by the applicable regulations.  
24
- 25 2. Parking. To increase by not more than twenty percent the  
26 maximum distance that required parking spaces are permitted to be  
27 located from the use served.  
28
- 29 3. Lot Coverage. To increase by not more than twenty percent the lot  
30 coverage restrictions, except that administrative adjustments of lot  
31 coverage restrictions shall not be permitted in the Critical Area  
32 Overlay District.  
33
- 34 4. Signs. To adjust the limitations for signs in the specific instances  
35 set forth in Section 21.70.110.  
36
- 37 ~~5.~~ 5. Fences and Walls. To permit certain fences and walls an additional  
38 height allowance of up to four feet above the standard maximum  
39 height limit specified in Section 21.60.070.  
40
- 41 ~~5.~~ 6. Specific Zoning District Provisions. The zoning district provisions  
42 applicable to specific zoning districts, as provided in Division III,  
43 may authorize other permitted administrative adjustments. In  
44 Chapter 21.54, Critical Area Overlay, these adjustments are  
45 referred to as administrative variances.  
46

- 1 B. The Director of Planning and Zoning may not approve administrative  
2 adjustments in the R1, Single-Family Residence District when the  
3 minimum lot width and area requirements for the affected property are not  
4 met.  
5  
6

7 **Chapter 21.60 – SUPPLEMENTAL USE AND DEVELOPMENT STANDARDS**  
8

9 **21.60.065 - Plantings.**

- 10  
11 A. All plantings shall be installed and maintained in accordance with the  
12 applicable provisions of Sections 21.62.030, 21.62.040 and 21.62.050.  
13  
14 B. Unless as otherwise may be required for planting mitigation or screening  
15 purposes by a condition of approval for a development application,  
16 plantings installed in the form of a boundary hedge, in-lieu-of or together  
17 with a fence or wall, shall be pruned or maintained so as not to exceed the  
18 height limits for fences and walls as outlined in Section 21.60.070.  
19  
20 C. In the event that the requirements of this section conflict with those in  
21 Chapter 21.54, Critical Area Overlay, the Critical Area requirements shall  
22 prevail.  
23  
24

25 **21.60.070 - ~~Fences, walls, and plantings.~~ Fences and walls.**

26  
27 A fence, wall or hedge may be erected, placed, maintained or grown pursuant to  
28 a permit issued in accordance with Section 17.34.010 of the Annapolis City  
29 Code.  
30

31 A. For the purposes of this Section, the following definitions shall apply:

32 1. "Fence" means a fence, wall or hedge.

33  
34 2. "Approved grade" means the elevation of the ground, or any paving or  
35 sidewalk built upon it, which has been established on the basis of an engineered  
36 grading and drainage plan for the property that has been reviewed and approved  
37 by the city for the property. When no engineered grading and drainage plan is on  
38 file with the city, an established historic grade may be accepted in-lieu-of the  
39 engineered plan, based on general information available, including, when  
40 appropriate, a site inspection of the property by the city before the fence, hedge  
41 or wall is constructed. In making a determination regarding historic grade, the city  
42 may, when deemed necessary, require submission of current surveyed  
43 elevations of the property and other nearby properties; or may require that an  
44 engineered grading and drainage plan be submitted by the owner or occupant of  
45 the property.  
46

1 3. "Fence section" means a portion or panel of fence construction, normally  
2 consisting of pickets, planks or metal fabric attached to horizontal rails, and  
3 which is attached or constructed, in more or less regular sequential intervals, to  
4 supporting vertical posts. In determining what constitutes a fence section, the  
5 normal guideline shall be sequential sections of fence which are eight feet in  
6 length.

7  
8 4. "Hedge" means several plants planted in a sequence or pattern so that the  
9 branches and stems of adjacent plants grow together in a manner that results in  
10 a meshing or intertwining of stems and branches with little or no passable space  
11 left between the plants, thus effectively forming a barrier or enclosure.

12  
13 5. "Top of fence/top of wall" means the uppermost point on the edge or surface of  
14 a fence or wall, but not including support posts or architectural features as  
15 described in section 18.48.070(A)(1)(d).

16  
17 6. "Top of hedge" means the highest point on the uppermost branches or stems  
18 of a hedge above which only leaves or needles naturally grow.

19  
20  
21 B. A fence, wall or hedge may be erected, placed, maintained or grown pursuant  
22 to a permit issued in accordance with Section 17.34.010 of the Annapolis City  
23 Code. It is the purpose of the provisions of this section to establish  
24 requirements for the height, location, and materials of fences, hedges or walls.  
25 Fences shall be required to comply with the following standards and  
26 requirements:

27  
28 1. The height of a fence, or any combination of fences, is measured from the  
29 grade of the public right of way or easement. In the case where there is a change  
30 in grade, at no point along the length of the fence, or any combination thereof,  
31 shall the height exceed the limits established in this Chapter.

32  
33 2. The maximum height of a fence shall not include the support posts or  
34 ornamental features included in the construction, provided that (a) the overall  
35 construction of such posts and ornamental features does not exceed the  
36 limitations describing a limited solid material fence as set forth in Section  
37 21.60.070(A)(3), and (b) no posts or ornamental features extend more than one  
38 foot above the top of the fence.

39  
40 3. All fences which have a ratio of solid material to open space of not more than  
41 one to four shall be considered limited solid material fences, and walls.

42  
43 4. All fences which have a ratio of solid material to open space of more than one  
44 to four shall be considered solid material fences, and walls.

1 5. All fences must be located within the boundary lines of the property owned by  
2 the person or persons who construct and maintain them.

3  
4 6. No barbed wire or other sharp pointed fences shall be installed on any  
5 property, except around storage yards in the I1 zoning district upon a specific  
6 finding by the Planning and Zoning Department that such a fence is necessary to  
7 protect property or goods.

8  
9 C. The maximum height of all fences shall be eight feet, except as hereafter  
10 provided:

11 1. Fences around tennis, squash racquet, squash tennis or badminton courts and  
12 publicly owned recreation areas may exceed eight feet in height, provided, that  
13 the same are limited solid material fences, and walls.

14  
15 2. Limited solid material fences located in a front yard, or a yard adjacent to a  
16 public right-of-way shall have a maximum height of four feet unless they meet the  
17 set back requirement(s) for the principal structure.

18  
19 3. Solid material fences located in a front yard or a yard adjacent to a public right-  
20 of-way shall have a maximum height of forty-two inches unless the same meet  
21 the front setback requirement of the zone in which it is located.

22  
23 4. Other fences may not exceed eight feet in height.

24  
25  
26 D. A sight visibility triangle is established in Section 21.72.010. Where a  
27 public right-of-way or easement dedicated for public access terminates at a  
28 waterway, a view cone shall be provided. See Section 21.72.010 for definition  
29 and calculation of the view cone.

30  
31 1. No fences, walls, or hedges with a height greater than forty-eight inches are  
32 allowed in a view cone, except:

33 a. Fences and walls (including their component parts, such as handrails  
34 and guards) that do not exceed six feet in height and are transparent  
35 above forty-eight inches. A fence, wall, hand-rail, or guard is considered  
36 transparent if its opacity is twenty percent or less. The percentage of  
37 opacity is measured by dividing the square footage of the opaque portion  
38 of the subject structure by the square footage of the entire structure, and  
39 multiplying the result by one hundred.

40 b. Trees maintained with a single clear trunk with all branches and  
41 pendulous branches removed to a height of seven feet above the ground  
42 plane. Trees shall not be planted closer than fifteen feet apart so as not to  
43 form a visual barrier.

1 ~~2. All plantings, exclusive of trees referenced in subsection (D)(1)(b) of this~~  
2 ~~section, located in a view cone must be pruned or maintained to a height of forty-~~  
3 ~~eight inches or less.~~

4  
5  
6 E. Other considerations

7  
8 ~~1. When a fence is to be constructed that otherwise meets the requirements of~~  
9 ~~this section, but impedes an established view shed or a view of a waterway from~~  
10 ~~adjoining public or private properties, the Planning Department may require~~  
11 ~~modifications to the materials or the ratio of solid fencing to voids.~~

12 ~~2. In approving or disapproving the drawings, consideration shall be given to the~~  
13 ~~type of materials to be used, and whether or not the fence, wall or hedge unduly~~  
14 ~~will obstruct visibility from public streets. Materials used for fences, walls or~~  
15 ~~hedges in residential zoning districts shall be in keeping with the character and~~  
16 ~~purpose for which the fence, wall or hedge was intended. Except in connection~~  
17 ~~with penal and correctional institutions and public utility and service uses, no~~  
18 ~~fence, wall or hedge shall consist, in whole or in part, of barbed wire or similar~~  
19 ~~materials designed or customarily utilized to inflict injury upon persons or~~  
20 ~~animals.~~

21 ~~3. If located in the historic district as defined in this Title, all proposed new~~  
22 ~~fences, walls and gates and all proposed alterations to existing fences, walls and~~  
23 ~~gates require the review and approval of the Historic Preservation Commission.~~

24  
25  
26 Fences and walls as defined by this Title may be erected, placed, maintained,  
27 altered or replaced pursuant to a permit issued in accordance with Section  
28 17.34.010 of the Annapolis City Code. The following additional standards apply:

29  
30 A. If located within the historic district as defined in this Title, all proposed  
31 new fences and walls, and all proposed alterations to existing fences and  
32 walls, require the review and approval of the Historic Preservation  
33 Commission.

34  
35 B. Fences and walls may be installed up to, but not over the property line. It  
36 is the responsibility of the property owner to assure that the proposed  
37 fence or wall is not installed on property of others. All property line  
38 disputes are between abutting property owners, and they shall not seek or  
39 have any remedy against the City.

40  
41 C. Within required bufferyards adjacent to public streets, to the extent  
42 practical in order to achieve proper screening, fences and walls shall be  
43 located towards the interior edge of the landscape buffer, rather than at  
44 the edge of the public right-of-way.

1 D. Except as permitted by this Title, fences and walls shall not obstruct view  
2 cones or sight visibility triangles.

3  
4 E. Fences and walls shall not be located to unduly obstruct light and air from  
5 neighboring properties or public ways.

6  
7 F. The overall design and materials used for fences and walls shall be in  
8 keeping with the character and purpose for which the fence or wall is  
9 intended, and shall be compatible with other similar structures in the  
10 neighborhood.

11  
12 G. All fences and walls shall be installed with the finished side facing out, so  
13 that posts and lateral supports are not on the side of the fence or wall  
14 which faces an adjacent property or public right-of-way, unless such  
15 supporting members are exposed on both sides due to the specific design  
16 of the fence or wall.

17  
18 H. Except in connection with penal and correctional institutions and public  
19 utility and service uses, no fence or wall shall consist, in whole or in part,  
20 of barbed wire or similar materials designed or customarily utilized to inflict  
21 injury upon persons or animals.

22  
23 I. Standard Maximum Height.

24  
25 1. In all zoning districts, the maximum height of fences and walls  
26 enclosing outdoor tennis courts, baseball backstops, and other  
27 fences and walls normally provided with recreation facilities, shall  
28 be twelve feet or the minimum height required to protect public  
29 safety, whichever is greater.

30  
31 2. In all non-residential zoning districts, except for the maritime  
32 districts, the maximum height of a fence or wall shall be eight feet,  
33 unless the fence or wall is located along a public street, in which  
34 case the maximum height of the fence or wall shall not exceed six  
35 feet.

36  
37 3. In all residential and maritime zoning districts, the maximum height  
38 of a fence or wall shall be six feet, unless the fence or wall is  
39 located along a public street, in which case the maximum height of  
40 the fence or wall shall not exceed four feet.

41  
42 4. Fences and walls shall not be considered as being located along a  
43 public street if they otherwise meet the same minimum front and  
44 corner-side yard setbacks that would be required for the principal  
45 structure on the subject property in the zoning district in which the  
46 fence or wall is located.

1  
2 **J. Allowance for Additional Height.**  
3

- 4 1. Up to two additional feet of height is allowed for decorative gates  
5 which do not exceed twenty-five feet in width for vehicular gates, or  
6 eight feet in width for pedestrian gates.  
7  
8 2. In accordance with the procedures for Administrative Adjustments  
9 set forth in Chapter 21.18, the Planning and Zoning Director may  
10 permit certain fences and walls an additional height allowance of up  
11 to four feet above the standard maximum height limit established by  
12 this section.  
13  
14 3. In addition to the review criteria in Section 21.18.040, the Director  
15 of Planning and Zoning shall make additional written findings based  
16 on the following:  
17  
18 a. The subject fence or wall will be compatible with other  
19 similar structures in the neighborhood and is required to  
20 mitigate impacts from adjacent land uses, the subject  
21 property's proximity to public right-of-ways, or safety  
22 concerns.  
23  
24 b. Within the intent and purpose of this Zoning Code, the  
25 proposed additional fence or wall height, if granted, is the  
26 minimum adjustment necessary to afford relief.  
27

28 **K. Notwithstanding the height limitations in this section, temporary fences**  
29 **and walls, incidental to construction on or development of the premises on**  
30 **which the temporary fences and walls are located, shall be permitted**  
31 **during the time construction or development is actively underway.**  
32

33 **L. Lawfully existing fences and walls that do not conform to the bulk or other**  
34 **development or design standards for the district in which the fence or wall**  
35 **is located may be continued, if properly repaired and maintained as**  
36 **provided in Chapter 21.68, Nonconforming Uses and Structures.**  
37 **Nonconforming fences and walls which are structurally altered, relocated,**  
38 **or replaced shall comply immediately with all provisions of this Title.**  
39

40  
41 **21.60.075 Sight Visibility Triangle.**  
42

43 In all districts, a sight visibility triangle, as defined in Section 21.72.010, shall be  
44 provided at all intersections, including alleys and driveways, and shall be kept  
45 free of obstructions to vision between the height of two and one-half feet and  
46 twelve feet above the street. If, in the opinion of the Director of Planning and

1 Zoning with the concurrence of the Director of Public Works, this requirement  
2 may be altered if such alteration will not result in a potential traffic hazard.  
3 Where intersections occur on roadways under the jurisdiction of the State of  
4 Maryland or Anne Arundel County, the sight visibility triangle required by the  
5 State or County may be substituted in-lieu-of the requirements above.  
6  
7

8 **21.60.080 - View cones.**  
9

10 A. Where a public right-of-way or easement dedicated for public access  
11 terminates at a waterway, a view cone shall be provided. See Division VI  
12 for definition and calculation of the view cone.  
13

14 B. Fences, Walls, and Plantings in View Cones.  
15

16 1. No fences, walls, or plantings with a height greater than ~~forty-eight~~  
17 ~~inches~~ **four feet** are allowed in a view cone, except:  
18

19 a. Fences and walls (including their component parts, such as  
20 handrails and guards) that do not exceed six feet in height  
21 and are ~~transparent open~~ above ~~forty-eight inches~~ **four feet**.  
22 A fence, wall, hand-rail, or guard is considered ~~transparent~~  
23 ~~open~~ if its opacity is ~~twenty fifty~~ percent or less. The  
24 percentage of opacity is measured by dividing the square  
25 footage of the opaque portion of the subject structure by the  
26 square footage of the entire structure, and multiplying the  
27 result by one hundred.  
28

29 b. Trees maintained with a single ~~clear~~ trunk with all branches  
30 and pendulous branches removed to a height of seven feet  
31 above the ground plane. Trees shall not be planted closer  
32 than fifteen feet apart so as not to form a visual barrier.  
33

34 2. All plantings, exclusive of trees referenced in subsection (B)(1)(b)  
35 of this section, located in a view cone must be pruned or  
36 maintained to a height of ~~forty-eight inches~~ **four feet** or less.  
37

38 ~~3. The height of a fence, wall or planting or any combination of these~~  
39 ~~is measured from the grade of the public right-of-way or easement.~~  
40 ~~In the case where there is a change in grade, at no point along the~~  
41 ~~length of the fence, wall or planting or any combination thereof shall~~  
42 ~~the height exceed the limits established in subsections (B)(1)(a)~~  
43 ~~and (B)(1)(b) of this section.~~  
44  
45

46 **21.60.090 - Objects in required yards.**

1  
2 The following are not obstructions when located in the required yards:

3  
4 A. All Yards.

- 5 1. Open terraces, porches, and decks not over four feet above the  
6 average level of the adjoining ground, but not including a  
7 permanent roof-over terrace or porch. Handrails and guardrails  
8 around terraces, porches, and decks within a view cone shall be  
9 transparent open, pursuant to Section 21.60.080,  
10 2. Awnings and canopies,  
11 3. Steps four feet or less above grade which are necessary for access  
12 to a permitted building or for access to a zoning lot from a street or  
13 alley,  
14 4. Grade-level walks and driveways,  
15 5. Chimneys projecting two feet or less into a yard,  
16 6. Recreational and laundry-drying equipment,  
17 7. Arbors and trellises,  
18 8. Flagpoles, and  
19 9. ~~Fences, walls and plantings for which required permits have been~~  
20 ~~issued in accordance with Chapter 17.34 of the City Code, except~~  
21 ~~as prohibited under Section 21.60.080. Fences, walls and~~  
22 ~~plantings, except as prohibited under Sections 21.60.075 and~~  
23 ~~21.60.080.~~

24 B. Front Yards.

- 25 1. One-story bay windows projecting three feet or less into a yard,  
26 2. Overhanging eaves and gutters projecting three feet or less into the  
27 yard,  
28 3. Fuel, air and water pumps in conjunction with motor vehicle service  
29 stations; provided, that they are set back at least fifteen feet from  
30 the front lot line, and  
31 4. Canopies in conjunction with motor vehicle service stations subject  
32 to the site design plan review requirements of Chapter 21.22

33 C. Rear Yards.

- 34 1. Balconies,  
35 2. One-story bay windows projecting three feet or less into the yard,  
36 and  
37 3. Overhanging eaves and gutters projecting three feet or less into the  
38 yard;

39 D. Side Yards.

- 40 1. Overhanging eaves and gutters projecting eighteen inches or less  
41 into the yard, and  
42 2. Fuel, air and water pumps in conjunction with automobile service  
43 stations; provided, that they are set back at least fifteen feet from  
44 the side lot line.  
45  
46

1 **Chapter 21.72 – TERMS AND DEFINITIONS**

2  
3 **21.72.010 - Terms.**

4 D. List of definitions.

5  
6 “Fences and walls” means an artificially constructed exterior barrier of  
7 wood, masonry, stone, wire, metal, plastic, or any other manufactured material or  
8 combination of materials, for which the primary purpose is to mark boundaries,  
9 control access, or to screen views. For the purpose of this Title, the term “fences  
10 and walls” does not include retaining walls.

11  
12  
13 “Fences and walls height” means the vertical distance, measured to the  
14 nearest integral foot, from the elevation at grade directly below the structure to  
15 the top of the structure, not including supporting posts. If the fence or wall has  
16 been elevated through the use of a retaining wall, the creation of a berm or  
17 another method for the primary purpose of increasing the overall height of the  
18 fence or wall, then the fence or wall height shall be measured from the ground  
19 elevation prior to the grade modification.

20  
21  
22 “Hedge, boundary” means a linear row of closely planted shrubs or low-  
23 growing trees put in place to accomplish the same effect as a fence or wall.

24  
25  
26 “Height.”

27 a. For buildings, see building height.

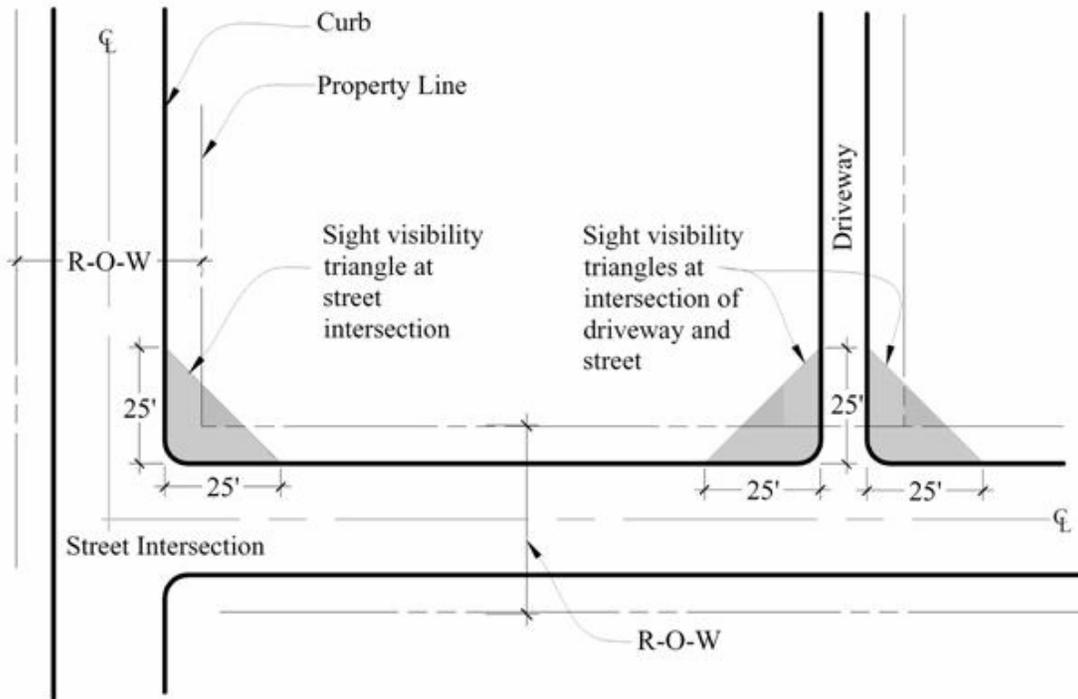
28 b. For fences and walls, see fences and walls height.

29 b. c. For signs, see Section 21.70.050(B).

30  
31  
32 ~~Sight Visibility Triangle. See illustration. “Sight visibility triangle” means a~~  
33 ~~triangular space provided across all property corners created by either the~~  
34 ~~intersection of two streets or the intersection of a driveway and a street. The sight~~  
35 ~~visibility triangle is determined by drawing a diagonal line across the corner of the~~  
36 ~~lot measured from two points drawn twenty-five feet back from the street or~~  
37 ~~driveway intersections with a street.~~

38  
39  
40 Sight Visibility Triangle. See illustration. “Sight visibility triangle” means a  
41 triangular area intended to remain free of visual obstructions to prevent potential  
42 traffic hazards across all property corners formed by two intersecting streets or  
43 the intersection of an alley and a street or the intersection of a driveway and a  
44 street. The sight visibility triangle is determined by drawing a diagonal line  
45 across the corner of the lot between two points each measured twenty-five feet

- 1 back from the vertex of the extended curblines of the intersecting streets, alleys
- 2 or driveways.

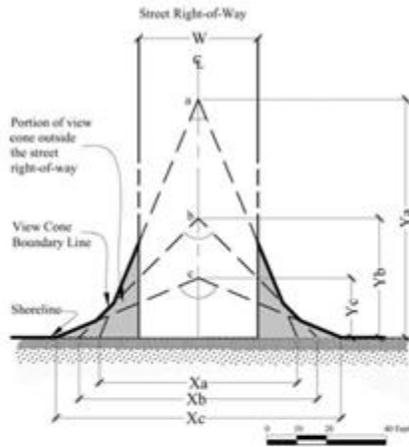


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"View cone" means a space defined by two a series of projected lines from the centerline of a street right-of-way that is to be kept free of obstructions so as to preserve a distant view.

See illustration for calculation of view cone:

Calculations for a given right-of-way (W)



Width of view cone at shoreline	Formula
Xa	1.66 times (W)
Xb	2 times (W)
Xc	2.4 times (W)
Distance from shoreline to apex of view cone	
Ya	2 times (W)
Yb	(W)
Yc	0.5 times (W)

Definitions

W = Width of street right-of-way  
 Xa,b, or c = Width of view cone  
 Ya,b, or c = Distance from shoreline to apex of view cone

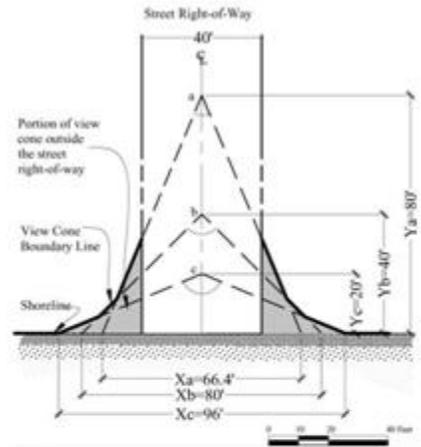


Example Calculations for a 40-foot street right-of-way

The view cone boundary is defined by the outer edges of three triangular view cones, which are labeled 'a', 'b', and 'c' in the diagram. The boundaries are drawn in plan (top down) view. The cones widen progressively approaching the water's edge (as the observer's view widens). The depths and widths of view cones 'a', 'b', and 'c' are calculated relative to the width of the adjacent street right-of-way.

Steps:

- Determine width of street right-of-way (W).
- Using graph paper, draw to scale the street right-of-way, marking the shoreline and the street centerline (CL).
- Calculate the width (Xa) of view cone 'a' at the shoreline using the formula in the table. Draw a line on the graph paper showing this width, with the line centered on the street right-of-way centerline at the shoreline.
- Calculate the depth (Ya) of view cone 'a' from the shoreline using the formula in the table. Mark this depth on the graph paper on the street centerline (point 'a' in the diagram).
- Draw view cone 'a' by connecting the outer points of Xa (step 3) with point 'a' (step 4) to form a triangle.
- Calculate and draw view cones 'b' and 'c' using the formulae in the table for Xb, Yb, Xc and Yc.
- The view cone boundary may now be drawn along the line that runs along the outermost extent from the street right-of-way of the three view cones (see heavy bold line in the diagram). The area within the view cone boundary, the shaded area in the diagram) is subject to Section 21.60.080.



Width of view cone at shoreline	Formula	If Right-of-Way = 40'	
Xa	1.66 times (W)	1.66 times 40'	Xa=66.4'
Xb	2 times (W)	2 times 40'	Xb=80'
Xc	2.4 times (W)	2.4 times 40'	Xc=96'
Distance from shoreline to apex of view cone			
Ya	2 times (W)	2 times 40'	Ya=80'
Yb	(W)	40'	Yb=40'
Yc	0.5 times (W)	0.5 times 40'	Yc=20'

1  
2  
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9

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

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

ATTEST:

THE ANNAPOLIS CITY COUNCIL

BY

Regina C. Watkins-Eldridge, MMC, City Clerk

Joshua J. Cohen, Mayor

10

## **Policy Report**

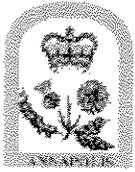
### **Ordinance O-47-11**

#### **Fence Permits**

The proposed ordinance would revise the Annapolis City Code with respect to the issuance of fence permits. Chapter 17.34 of the Annapolis City Code establishes the requirement for a fence permit application fee and permit fee.

Chapter 21.60 of the Annapolis City Code establishes supplemental use and development standards for fences. Examples of the proposed, additional supplemental use and development standards for fences in O-47-11 address the ratio of solid fence material to open space, the regulation of barbed wire fences, standards for fences affecting certain view cones, and the standards for Historic Preservation Commission review for fences, walls and gates in the historic district.

Prepared by Jessica Cowles, Legislative and Policy Analyst in the City of Annapolis Office of Law at 410.263.1184 or [JCCowles@annapolis.gov](mailto:JCCowles@annapolis.gov).



City of Annapolis  
Committee Referral Action

**Date:** March 8, 2013

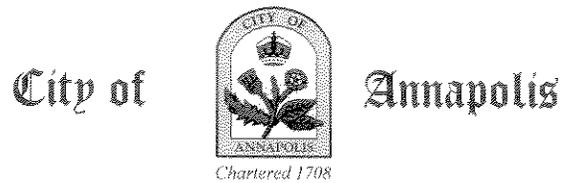
**To:** Jessica Cowles  
Legislative & Policy Analyst

The Planning Commission has reviewed Ordinance O-47-11 and has taken the following action:

Favorable with amendments

Comments: See staff report for recommended changes

March 7, 2013  
Meeting Date



## PLANNING COMMISSION

(410)263-7961

145 GORMAN STREET, 3<sup>RD</sup> FLOOR  
ANNAPOLIS, MARYLAND 21401

March 7, 2013

**To: Annapolis City Council**

**From: Planning Commission**

**Re: Findings - O-47-11 Fence Permits**

### **SUMMARY**

O-47-11 proposes modifications to Chapter 17.34 Fence Code and to Chapter 21.60 Supplemental Use and Development Standards. The proposed ordinance would revise the Annapolis City Code with respect to the issuance of fence permits. Chapter 17.34 of the Annapolis City Code establishes the requirement for a fence permit application and permit fee.

Chapter 21.60 of the Annapolis City Code establishes supplemental use and development standards for fences. Examples of the proposed, additional supplemental use and development standards for fences in O-47-11 address the ratio of solid fence material to open space, the regulation of barbed wire fences, standards for fences affecting certain view cones, and the standards for Historic Preservation Commission review for fences, walls and gates in the historic district.

### **STAFF RECOMMENDATION**

At a regularly scheduled meeting on March 7, 2013, the Planning and Zoning staff presented their recommendation on the legislation. A revised version of the legislation was presented to the Commission.

O-47-11 was introduced by Alderman Arnett in order to establish new procedures for the approval of fences, including design standards and to establish an appeal process for fence permits. It proposes to establish design criteria under Title 21 for review by the Department of Planning and Zoning. Any references to design would be removed from Chapter 17.34 and DNEP would deal only with construction methods and permitting for fences and appeals of fence permits to the Building Board of Appeals.

Staff, after reviewing the initial legislation, researched fence regulations in other jurisdictions and met with DNEP to evaluate the proposed legislation. This process identified a number of issues with the legislation and the decision was made to formulate revised regulations that would more clearly separate the two aspects of permit review: construction and design. The revised legislation has also been reviewed by the sponsor, Aldermen Arnett, who concurred with our recommended revisions.

**PUBLIC HEARING AND DELIBERATION**

In accordance with the Annapolis City Code, a public hearing was held on March 7, 2013 and the public was invited to comment on the proposed text amendment. After the close of the public hearing, the Planning Commission entered into deliberations.

**RECOMMENDATION**

Under section 21.32.010 Purpose and authority of the City Code, it states the following:

*For the purpose of promoting the public health, safety, morals and general welfare, and conserving the value of property throughout the city, the city council, from time to time, in the manner set forth in this chapter, may amend the regulations imposed in the districts created by this title; provided, that in all amendatory ordinances adopted under the authority of this chapter, due allowance shall be made for existing conditions, the conservation of property values, the direction of building development to the best advantages of the entire city and the uses to which property is devoted at the time of the adoption of the amendatory ordinance.*

The code further requires under section 21.32.020 that "Within thirty days after the commission has completed its review of the proposed amendment, but in no case longer than ninety days after the matter has been placed on the agenda of the commission, the commission shall submit its written recommendations to the city council".

Following a review of the staff report and consideration of staff and public comments, the Commission by a vote of 6 to 0 recommends adoption of the ordinance, as revised by staff.

Adopted this 7th day of March, 2013



Dr. Eleanor Harris, Chair



*City of Annapolis*  
**DEPARTMENT OF PLANNING AND ZONING**

Chartered 1708  
145 Gorman Street, 3<sup>rd</sup> Floor, Annapolis, Maryland 21401  
Annapolis 410-263-7961 • FAX 410-263-1129 • MD Relay (711)

JON ARASON, AICP  
DIRECTOR

February 28, 2013

**MEMORANDUM**

**To:** Planning Commission  
**From:** Jon Arason, Director of Planning and Zoning  
**Re:** **O-47-11 Fence Permits**  
**Attachments:** **O-47-11**  
**O-47-11 REVISED**

**SUMMARY**

O-47-11 proposes modifications to Chapter 17.34 Fence Code and to Chapter 21.60 Supplemental Use and Development Standards. The proposed ordinance would revise the Annapolis City Code with respect to the issuance of fence permits. Chapter 17.34 of the Annapolis City Code establishes the requirement for a fence permit application and permit fee.

Chapter 21.60 of the Annapolis City Code establishes supplemental use and development standards for fences. Examples of the proposed, additional supplemental use and development standards for fences in O-47-11 address the ratio of solid fence material to open space, the regulation of barbed wire fences, standards for fences affecting certain view cones, and the standards for Historic Preservation Commission review for fences, walls and gates in the historic district.

**BACKGROUND AND ANALYSIS**

Fences are currently regulated primarily through Chapter 17.34 Fence Code in the City under the purview of the Department of Neighborhood and Environmental Programs (DNEP).

Title 21 contains a cross-reference to Chapter 17.34 which states:

*21.60.070 - Fences, walls, and plantings.*

*A fence, wall or hedge may be erected, placed, maintained or grown pursuant to a permit issued in accordance with Section 17.34.010 of the Annapolis City Code.*

There are also several specific references to fences in the Zoning Code:

The first is in the Bulk Regulation Tables for the B1, B2, B3, B3-CD, PM , PM2, I1 and MX districts which allows that in transitional yards *"...screening such as with a wall, fence or densely planted compact plantings may be required, as determined through the site design plan review process."*

The second is requirements for fences, walls and plantings in view cones:

*21.60.080 - View cones.*

*A. Where a public right-of-way or easement dedicated for public access terminates at a waterway, a view cone shall be provided. See Division VI for definition and calculation of the view cone.*

*B. Fences, Walls, and Plantings in View Cones.*

*1. No fences, walls, or plantings with a height greater than forty-eight inches are allowed in a view cone, except:*

*a. Fences and walls (including their component parts, such as handrails and guards) that do not exceed six feet in height and are transparent above forty-eight inches. A fence, wall, hand-rail, or guard is considered transparent if its opacity is twenty percent or less. The percentage of opacity is measured by dividing the square footage of the opaque portion of the subject structure by the square footage of the entire structure, and multiplying the result by one hundred.*

*b. Trees maintained with a single clear trunk with all branches and pendulous branches removed to a height of seven feet above the ground plane. Trees shall not be planted closer than fifteen feet apart so as not to form a visual barrier.*

*2. All plantings, exclusive of trees referenced in subsection (B)(1)(b) of this section, located in a view cone must be pruned or maintained to a height of forty-eight inches or less.*

*3. The height of a fence, wall or planting or any combination of these is measured from the grade of the public right-of-way or easement. In the case where there is a change in grade, at no point along the length of the fence, wall or planting or any combination thereof shall the height exceed the limits established in subsections (B)(1)(a) and (B)(1)(b) of this section.*

Third is a reference in Section 21.72.010 to including fencing in the definition of "landscape elements" and excluding fences from the definition of "lot coverage".

And lastly, there is a requirement under Section 21.59.070 - Building design guidelines for the Eastport Conservation Gateway Overlay zone that *"...Design compatibility is to include aspects such as width, façades, articulation, glazing, materials, lighting, mass, roof forms, accessory structures, fencing, and signage."*

O-47-11 was introduced by Alderman Arnett in order to establish new procedures for the approval of fences, including design standards and to establish an appeal process for fence permits. It proposes to establish design criteria under Title 21 for review by the Department of Planning and Zoning. Any references to design would be removed from Chapter 17.34 and DNEP would deal only with construction methods and permitting for fences and appeals of fence permits to the Building Board of Appeals.

Staff, after reviewing the initial legislation, researched fence regulations in other jurisdictions and met with DNEP to evaluate the proposed legislation. This process identified a number of issues with the legislation and the decision was made to formulate revised regulations that would more clearly separate the two aspects of permit review: construction and design. The revised legislation has also been reviewed by the sponsor, Aldermen Arnett, who concurred with our recommended revisions.

O-47-11 was introduced at the same time that O-40-10 Amended was adopted. O-40-10 Amended revised the height restrictions for fences in residential and maritime districts. Due to the time overlap, O-47-11 was not written to amend the current Code, but rather the Code that was effect prior to the passage of O-40-10 Amended. This immediately necessitated a number of revisions to the legislation. O-47-11 also created standards and terminology that staff, after review, felt would be overly complicated to interpret, administer, and enforce.

Key aspects of the revised legislation proposed by staff are, as follows:

- The revised ordinance has been reformatted to integrate with the existing structure of Title 21.
- It clarifies the regulations and eliminates ambiguous terminology.
- DNEP, under Title 17, will administer regulations regarding permitting and construction for fences and walls.
- Planning and Zoning, under Title 21, will review fences and walls for design considerations including compatibility, height and location.

#### RECOMMENDATION

Staff recommends approval of O-47-11 REVISED.

Report Prepared by



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Kevin Scott, ASLA  
Senior Land Use & Development Planner

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Prepared By:  
Department of Planning and Zoning

Ordinance No. O-47-11 REVISED

Introduced by: Alderman Arnett

AN ORDINANCE concerning

Fence Permits

FOR the purpose of amending the Code of the City of Annapolis with respect to the issuance of fence permits.

BY repealing and re-enacting with amendments the following portions of the Code of the City of Annapolis, 2012 Edition:

17.34.010

17.34.020

21.18.030

21.60.070

21.60.080

21.60.090

21.72.010

BY adding the following new code sections:

21.60.065

21.60.075

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

Chapter 17.34 – FENCE CODE PERMITS

17.34.010 - ~~Fences, hedges or walls~~ Fences and walls.

A. Permit Required.

1. ~~No new fence, wall or hedge shall be erected, placed, maintained or grown and no existing fence, wall, or hedge shall be altered or replaced~~ No new fence or wall shall be erected, placed, or maintained and no existing fence or wall shall be altered or replaced until a permit is obtained from the City Department of Neighborhood and Environmental Programs. The nonrefundable application fee and permit fee shall be in accordance

1 with Section 17.12.056. The permit shall not be issued until the drawings  
2 application and supporting documentation have been reviewed by the  
3 appropriate City departments and approved by the Director or his or her  
4 designee.  
5

6 2. At a minimum, the permit application shall be accompanied by a scaled  
7 drawing showing the proposed location and dimensions of the fence or  
8 wall on the subject lot, and its relationship to the property lines, public  
9 right-of-ways, easements, utilities, existing structures, existing trees, and  
10 steep topography. The permit application shall also include construction  
11 drawings, pictures or diagrams sufficient to illustrate the overall design  
12 and materials to be used for the proposed fence or wall. The Director may  
13 require the applicant to provide additional information as deemed  
14 necessary by the City in order to review the proposed fence or wall for  
15 conformity with the City Code.  
16

17 3. Work shall commence within thirty days from the date of the issuance of  
18 the permit and be completed in one hundred twenty days after issuance,  
19 unless extended by the Director of Neighborhood and Environmental  
20 Programs, or the permit will be revoked.  
21

22 ~~4. In approving or disapproving the drawings, consideration shall be given to~~  
23 ~~the type of materials to be used, whether or not the fence, wall or hedge~~  
24 ~~unduly obstructs light and air from neighboring properties or public ways,~~  
25 ~~and whether or not the fence, wall or hedge unduly will obstruct visibility~~  
26 ~~upon public streets. Materials used for fences, walls or hedges in~~  
27 ~~residential zoning districts shall be in keeping with the character of the~~  
28 ~~neighborhood and purpose for which the fence, wall or hedge was~~  
29 ~~intended. Except in connection with penal and correctional institutions and~~  
30 ~~public utility and service uses, no fence, wall or hedge shall consist, in~~  
31 ~~whole or in part, of barbed wire or similar materials designed or~~  
32 ~~customarily utilized to inflict injury upon persons or animals.~~  
33

34 ~~5. A fence, wall, or hedge erected, placed, maintained or grown in or abutting~~  
35 ~~residential and maritime zoning districts is subject to the following height~~  
36 ~~limitations: (a) six feet along a front yard lot line or in a front yard; (b) six~~  
37 ~~feet along side yard lot lines or in a side yard, between the front yard lot~~  
38 ~~line and façade plane of the principal structure; and (c) except as limited~~  
39 ~~by (b), six feet along the side yard and rear yard lot lines and in side and~~  
40 ~~rear yards.~~  
41

42 ~~6. A fence, wall, or hedge may be installed up to, but not over the property~~  
43 ~~line. It is the responsibility of the applicant to assure that the proposed~~  
44 ~~fence or wall will not be installed on property of others. All property line~~  
45 ~~disputes are between abutting property owners, not the City.~~  
46

1 B. Restrictions.

- 2
- 3 7. 1. In addition to the provisions of this Section, fences and walls shall be  
4 required to comply with the standards and requirements outlined in  
5 Section 21.60.070 of the Zoning Code.
- 6
- 7 8. 2. No new fence or wall shall be erected, placed, or maintained and no  
8 existing fence or wall shall be altered or replaced so as to encroach upon  
9 a public right-of-way or easement area, without written approval from the  
10 Director of Public Works or his or her designee. When any part of a  
11 permitted fence or wall is installed within a public easement area, the City  
12 or any agent of the City permitted to use the easement area shall be held  
13 harmless by the owner of the property upon which the permitted fence or  
14 wall is located for any and all claims for damage to the fence or wall that  
15 might occur when work is performed in the public easement area, and  
16 shall not be held responsible or liable for the reinstallation of any fence or  
17 wall removed from the public easement.
- 18
- 19 9. 3. The area three feet in radius around fire hydrants, fire hose connections  
20 and utility boxes shall be kept free of any fences or walls that could  
21 impede use of the hydrant, hose connection or utility box.
- 22
- 23 10. 4. Fences and walls shall be installed so as not to disturb or damage  
24 existing trees equal to or greater than five inches diameter at breast  
25 height, unless otherwise approved by the City.
- 26
- 27 11. 5. Fences and walls shall not alter or impede the natural flow of  
28 stormwater, nor divert the water onto the property of others.
- 29
- 30 12. 6. Fences and walls shall be assembled in accordance with the  
31 manufacturer's requirements and be constructed of wood, masonry, stone,  
32 wire, metal, plastic, or any other manufactured material or combination of  
33 materials normally used for fences and walls, and that has been  
34 manufactured for the purpose of fence or wall construction. The bottom of  
35 fence posts and wall foundations shall be set at least 30" below finished  
36 grade.
- 37
- 38 13. 7. Fences and walls shall be maintained in accordance with the City's  
39 property maintenance code.

40

41

42 B. Administrative Review.

- 43
- 44 1. A fence, wall, or hedge of six feet or less measured from the adjoining  
45 finished grade will be approved routinely unless an inspection of the  
46 property indicates that a fence, wall, or hedge of this height unduly would

- 1 obstruct light and air from nearby and adjoining properties or public ways,  
2 or unduly obstruct visibility upon public streets.  
3
- 4 2. A proposed fence, wall, or hedge of more than six feet requires notification  
5 prior to any approval. Property owners and occupants within 200 feet of  
6 the property of the proposed fence or wall shall be notified in accordance  
7 with Section 21.10.020(B) of the Zoning Code. This includes the owners of  
8 vacant land, rental units and vacant buildings. The property owners and  
9 occupants shall be notified by mail or hand delivery of the proposal and  
10 given ten calendar days to respond. It is the responsibility of the applicant  
11 or his authorized agent to notify. Failure to respond indicates no objection  
12 to the proposal.  
13
- 14 3. A new fence, wall, or hedge, and gates and all existing fences, walls,  
15 hedges and gates to be altered located in the historic district as defined in  
16 Title 21 of the City Code require the review and approval of the Historic  
17 Preservation Commission.  
18
- 19 4. Unless approved otherwise, all fences or walls shall not be located in  
20 landscape buffers, conservation easements, over utility easements,  
21 across walkway easements and public rights-of-way.  
22
- 23 5. A fence, wall, or hedge shall not be located closer than three feet to a fire  
24 hydrant.  
25
- 26 6. A fence, wall, or hedge shall not alter or impede the natural flow of  
27 stormwater, nor divert the water onto the property of others.  
28
- 29 7. A fence, wall, or hedge shall not unduly obstruct the view of tidal  
30 waterways from nearby residential properties.  
31

### 32 17.34.020 - Appeals

- 33
- 34 A. A person aggrieved by a determination or an order from of the dDirector or  
35 the dDirector's designee made pursuant to this chapter, other than the  
36 issuance of a municipal citation, may appeal to the Building Board of  
37 Appeals within fifteen calendar days of the date of the determination or  
38 order. The notice of petition for appeal shall be in writing stating the  
39 grounds for appeal and shall be filed with the Department of  
40 Neighborhood and Environmental Programs along with a nonrefundable  
41 fee in an amount established by the City Council. Any right to appeal shall  
42 be waived if not timely filed.  
43
- 44 B. Fifteen days' notice of the hearing also shall be given to persons or  
45 entities owning property within two hundred feet of the location of the  
46 proposed fence, wall or hedge fence or wall that is the subject of the

1 appeal. Notice shall be by first-class mail, and to the general public by a  
2 notice published in a newspaper of general circulation in the City. All  
3 required notices shall be at the appellant's expense.  
4

5 C. The Building Board of Appeals shall consider the appeal based upon the  
6 information and documentation provided to the Department of  
7 Neighborhood and Environmental Programs at the time of the  
8 determination or order from which the appeal is taking taken. If the  
9 bBoard finds that the determination or order was in error or contrary to the  
10 provisions of this eCode or other applicable law, the bBoard may reverse  
11 or modify the determination or order. The decision of the bBoard on all  
12 appeals shall be in writing and shall contain the factual findings of the  
13 bBoard and the reasons for the decision.  
14

15 D. A person aggrieved by a decision of the Building Board of Appeals made  
16 pursuant to this section may appeal that decision to the eCircuit eCourt for  
17 Anne Arundel County pursuant to Maryland Rule Title 7, Chapter 200 or  
18 its successor, as may be amended from time to time. For purposes of this  
19 subsection, a person shall not be considered aggrieved by a decision of  
20 the bBoard unless the person has appeared as a party at the hearing  
21 before the bBoard. An appeal under this section shall be taken within  
22 thirty days of the date of the decision appealed and shall be the exclusive  
23 remedy of the aggrieved party from that decision.  
24  
25

## 26 Chapter 21.18 – ADMINISTRATIVE ADJUSTMENTS

### 27 21.18.030 - Permitted administrative adjustments.

28 A. Administrative adjustments from the regulations of this Zoning Code may  
29 be granted by the Planning and Zoning Director only in accordance with  
30 the criteria established in this Chapter, and may be granted only for the  
31 following:  
32  
33

- 34 1. Setbacks. To permit any yard or setback of up to twenty percent  
35 less than a yard or a setback required by the applicable regulations.  
36
- 37 2. Parking. To increase by not more than twenty percent the  
38 maximum distance that required parking spaces are permitted to be  
39 located from the use served.  
40
- 41 3. Lot Coverage. To increase by not more than twenty percent the lot  
42 coverage restrictions, except that administrative adjustments of lot  
43 coverage restrictions shall not be permitted in the Critical Area  
44 Overlay District.  
45  
46

- 1 4. Signs. To adjust the limitations for signs in the specific instances  
2 set forth in Section 21.70.110  
3
- 4 5. Fences and Walls. To permit certain fences and walls an additional  
5 height allowance of up to four feet above the standard maximum  
6 height limit specified in Section 21.60.070.  
7
- 8 5- 6. Specific Zoning District Provisions. The zoning district provisions  
9 applicable to specific zoning districts, as provided in Division III,  
10 may authorize other permitted administrative adjustments. In  
11 Chapter 21.54, Critical Area Overlay, these adjustments are  
12 referred to as administrative variances.  
13
- 14 B. The Director of Planning and Zoning may not approve administrative  
15 adjustments in the R1, Single-Family Residence District when the  
16 minimum lot width and area requirements for the affected property are not  
17 met.  
18  
19

20 **Chapter 21.60 – SUPPLEMENTAL USE AND DEVELOPMENT STANDARDS**

21  
22 **21.60.065 - Plantings.**

- 23  
24 A. All plantings shall be installed and maintained in accordance with the  
25 applicable provisions of Sections 21.62.030, 21.62.040 and 21.62.050.  
26
- 27 B. Unless as otherwise may be required for planting mitigation or screening  
28 purposes by a condition of approval for a development application,  
29 plantings installed in the form of a boundary hedge, in-lieu-of or together  
30 with a fence or wall, shall be pruned or maintained so as not to exceed the  
31 height limits for fences and walls as outlined in Section 21.60.070.  
32
- 33 C. In the event that the requirements of this section conflict with those in  
34 Chapter 21.54, Critical Area Overlay, the Critical Area requirements shall  
35 prevail.  
36

37  
38 **21.60.070 - Fences, walls, and plantings. Fences and walls.**

39  
40 ~~A fence, wall or hedge may be erected, placed, maintained or grown pursuant to~~  
41 ~~a permit issued in accordance with Section 17.34.010 of the Annapolis City~~  
42 ~~Code.~~

43  
44 Fences and walls as defined by this Title may be erected, placed, maintained,  
45 altered or replaced pursuant to a permit issued in accordance with Section  
46 17.34.010 of the Annapolis City Code. The following additional standards apply:

- 1
- 2 A. If located within the historic district as defined in this Title, all proposed
- 3 new fences and walls, and all proposed alterations to existing fences and
- 4 walls, require the review and approval of the Historic Preservation
- 5 Commission.
- 6
- 7 B. Fences and walls may be installed up to, but not over the property line. It
- 8 is the responsibility of the property owner to assure that the proposed
- 9 fence or wall is not installed on property of others. All property line
- 10 disputes are between abutting property owners, and they shall not seek or
- 11 have any remedy against the City.
- 12
- 13 C. Within required bufferyards adjacent to public streets, to the extent
- 14 practical in order to achieve proper screening, fences and walls shall be
- 15 located towards the interior edge of the landscape buffer, rather than at
- 16 the edge of the public right-of-way.
- 17
- 18 D. Except as permitted by this Title, fences and walls shall not obstruct view
- 19 cones or sight visibility triangles.
- 20
- 21 E. Fences and walls shall not be located to unduly obstruct light and air from
- 22 neighboring properties or public ways.
- 23
- 24 F. The overall design and materials used for fences and walls shall be in
- 25 keeping with the character and purpose for which the fence or wall is
- 26 intended, and shall be compatible with other similar structures in the
- 27 neighborhood.
- 28
- 29 G. All fences and walls shall be installed with the finished side facing out, so
- 30 that posts and lateral supports are not on the side of the fence or wall
- 31 which faces an adjacent property or public right-of-way, unless such
- 32 supporting members are exposed on both sides due to the specific design
- 33 of the fence or wall.
- 34
- 35 H. Except in connection with penal and correctional institutions and public
- 36 utility and service uses, no fence or wall shall consist, in whole or in part,
- 37 of barbed wire or similar materials designed or customarily utilized to inflict
- 38 injury upon persons or animals.
- 39
- 40 I. Standard Maximum Height.
- 41
- 42 1. In all zoning districts, the maximum height of fences and walls
- 43 enclosing outdoor tennis courts, baseball backstops, and other
- 44 fences and walls normally provided with recreation facilities, shall
- 45 be twelve feet or the minimum height required to protect public
- 46 safety, whichever is greater.

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2. In all non-residential zoning districts, except for the maritime districts, the maximum height of a fence or wall shall be eight feet, unless the fence or wall is located along a public street, in which case the maximum height of the fence or wall shall not exceed six feet.
3. In all residential and maritime zoning districts, the maximum height of a fence or wall shall be six feet, unless the fence or wall is located along a public street, in which case the maximum height of the fence or wall shall not exceed four feet.
4. Fences and walls shall not be considered as being located along a public street if they otherwise meet the same minimum front and corner-side yard setbacks that would be required for the principal structure on the subject property in the zoning district in which the fence or wall is located.

J. Allowance for Additional Height.

1. Up to two additional feet of height is allowed for decorative gates which do not exceed twenty-five feet in width for vehicular gates, or eight feet in width for pedestrian gates.
2. In accordance with the procedures for Administrative Adjustments set forth in Chapter 21.18, the Planning and Zoning Director may permit certain fences and walls an additional height allowance of up to four feet above the standard maximum height limit established by this section.
3. In addition to the review criteria in Section 21.18.040, the Director of Planning and Zoning shall make additional written findings based on the following:
  - a. The subject fence or wall will be compatible with other similar structures in the neighborhood and is required to mitigate impacts from adjacent land uses, the subject property's proximity to public right-of-ways, or safety concerns.
  - b. Within the intent and purpose of this Zoning Code, the proposed additional fence or wall height, if granted, is the minimum adjustment necessary to afford relief.

K. Notwithstanding the height limitations in this section, temporary fences and walls, incidental to construction on or development of the premises on

1 which the temporary fences and walls are located, shall be permitted  
2 during the time construction or development is actively underway.  
3

- 4 L. Lawfully existing fences and walls that do not conform to the bulk or other  
5 development or design standards for the district in which the fence or wall  
6 is located may be continued, if properly repaired and maintained as  
7 provided in Chapter 21.68, Nonconforming Uses and Structures.  
8 Nonconforming fences and walls which are structurally altered, relocated,  
9 or replaced shall comply immediately with all provisions of this Title.  
10

11  
12 **21.60.075 Sight Visibility Triangle.**  
13

14 In all districts, a sight visibility triangle, as defined in Section 21.72.010, shall be  
15 provided at all intersections, including alleys and driveways, and shall be kept  
16 free of obstructions to vision between the height of two and one-half feet and  
17 twelve feet above the street. If, in the opinion of the Director of Planning and  
18 Zoning with the concurrence of the Director of Public Works, this requirement  
19 may be altered if such alteration will not result in a potential traffic hazard.  
20 Where intersections occur on roadways under the jurisdiction of the State of  
21 Maryland or Anne Arundel County, the sight visibility triangle required by the  
22 State or County may be substituted in-lieu-of the requirements above.  
23

24  
25 **21.60.080 - View cones.**  
26

- 27 A. Where a public right-of-way or easement dedicated for public access  
28 terminates at a waterway, a view cone shall be provided. See Division VI  
29 for definition and calculation of the view cone.  
30
- 31 B. Fences, Walls, and Plantings in View Cones.  
32
- 33 1. No fences, walls, or plantings with a height greater than ~~forty-eight~~  
34 inches ~~four feet~~ are allowed in a view cone, except:  
35
- 36 a. Fences and walls (including their component parts, such as  
37 handrails and guards) that do not exceed six feet in height  
38 and are transparent open above ~~forty-eight inches~~ ~~four feet~~.  
39 A fence, wall, hand-rail, or guard is considered transparent  
40 open if its opacity is ~~twenty~~ ~~fifty~~ percent or less. The  
41 percentage of opacity is measured by dividing the square  
42 footage of the opaque portion of the subject structure by the  
43 square footage of the entire structure, and multiplying the  
44 result by one hundred.  
45

1           b.     Trees maintained with a single clear trunk with all branches  
2                 and pendulous branches removed to a height of seven feet  
3                 above the ground plane. Trees shall not be planted closer  
4                 than fifteen feet apart so as not to form a visual barrier.  
5

6           2.     All plantings, exclusive of trees referenced in subsection (B)(1)(b)  
7                 of this section, located in a view cone must be pruned or  
8                 maintained to a height of forty-eight inches four feet or less.  
9

10          3.     ~~The height of a fence, wall or planting or any combination of these~~  
11                 ~~is measured from the grade of the public right-of-way or easement.~~  
12                 ~~In the case where there is a change in grade, at no point along the~~  
13                 ~~length of the fence, wall or planting or any combination thereof shall~~  
14                 ~~the height exceed the limits established in subsections (B)(1)(a)~~  
15                 ~~and (B)(1)(b) of this section.~~  
16

17  
18     **21.60.090 - Objects in required yards.**  
19

20     The following are not obstructions when located in the required yards:  
21

22     A.     All Yards.

- 23           1.     Open terraces, porches, and decks not over four feet above the  
24                 average level of the adjoining ground, but not including a  
25                 permanent roof-over terrace or porch. Handrails and guardrails  
26                 around terraces, porches, and decks within a view cone shall be  
27                 transparent open, pursuant to Section 21.60.080,  
28           2.     Awnings and canopies,  
29           3.     Steps four feet or less above grade which are necessary for access  
30                 to a permitted building or for access to a zoning lot from a street or  
31                 alley,  
32           4.     Grade-level walks and driveways,  
33           5.     Chimneys projecting two feet or less into a yard,  
34           6.     Recreational and laundry-drying equipment,  
35           7.     Arbors and trellises,  
36           8.     Flagpoles, and  
37           9.     ~~Fences, walls and plantings for which required permits have been~~  
38                 ~~issued in accordance with Chapter 17.34 of the City Code, except~~  
39                 ~~as prohibited under Section 21.60.080. Fences, walls and~~  
40                 ~~plantings, except as prohibited under Sections 21.60.075 and~~  
41                 ~~21.60.080.~~

42     B.     Front Yards.

- 43           1.     One-story bay windows projecting three feet or less into a yard,  
44           2.     Overhanging eaves and gutters projecting three feet or less into the  
45                 yard,

- 1           3.     Fuel, air and water pumps in conjunction with motor vehicle service  
2           stations; provided, that they are set back at least fifteen feet from  
3           the front lot line, and
- 4           4.     Canopies in conjunction with motor vehicle service stations subject  
5           to the site design plan review requirements of Chapter 21.22
- 6     C.     Rear Yards.
  - 7           1.     Balconies,
  - 8           2.     One-story bay windows projecting three feet or less into the yard,  
9           and
  - 10          3.     Overhanging eaves and gutters projecting three feet or less into the  
11          yard;
- 12     D.     Side Yards.
  - 13          1.     Overhanging eaves and gutters projecting eighteen inches or less  
14          into the yard, and
  - 15          2.     Fuel, air and water pumps in conjunction with automobile service  
16          stations; provided, that they are set back at least fifteen feet from  
17          the side lot line.

## 20     **Chapter 21.72 – TERMS AND DEFINITIONS**

### 21     **21.72.010 - Terms.**

22           **"Fences and walls"** means an artificially constructed exterior barrier of  
23           wood, masonry, stone, wire, metal, plastic, or any other manufactured material or  
24           combination of materials, for which the primary purpose is to mark boundaries,  
25           control access, or to screen views. For the purpose of this Title, the term "fences  
26           and walls" does not include retaining walls.  
27           and walls" does not include retaining walls.  
28           and walls" does not include retaining walls.

29           **"Fences and walls height"** means the vertical distance, measured to the  
30           nearest integral foot, from the elevation at grade directly below the structure to  
31           the top of the structure, not including supporting posts. If the fence or wall has  
32           been elevated through the use of a retaining wall, the creation of a berm or  
33           another method for the primary purpose of increasing the overall height of the  
34           fence or wall, then the fence or wall height shall be measured from the ground  
35           elevation prior to the grade modification.  
36           elevation prior to the grade modification.  
37           elevation prior to the grade modification.

38           **"Hedge, boundary"** means a linear row of closely planted shrubs or low-  
39           growing trees put in place to accomplish the same effect as a fence or wall.  
40           growing trees put in place to accomplish the same effect as a fence or wall.  
41           growing trees put in place to accomplish the same effect as a fence or wall.

42           **"Height."**

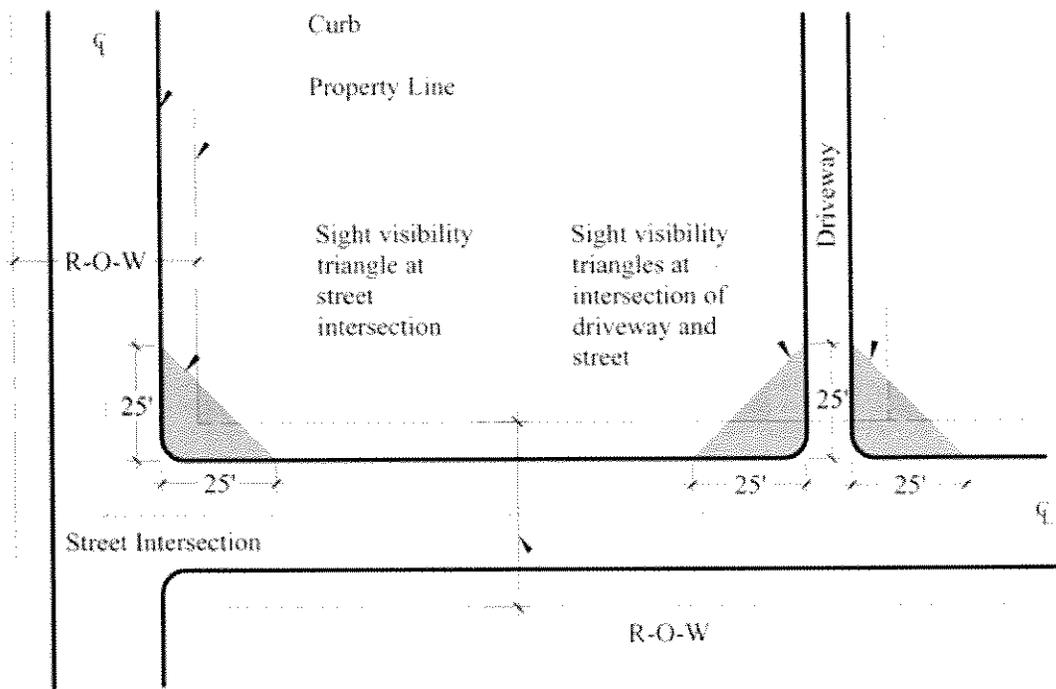
43           a. For buildings, see building height.

44           b. For fences and walls, see fences and walls height.  
45           b. For fences and walls, see fences and walls height.  
46           b. For fences and walls, see fences and walls height.

b. c. For signs, see Section 21.70.050(B).

Sight Visibility Triangle. See illustration. "Sight visibility triangle" means a triangular space provided across all property corners created by either the intersection of two streets or the intersection of a driveway and a street. The sight visibility triangle is determined by drawing a diagonal line across the corner of the lot measured from two points drawn twenty five feet back from the street or driveway intersections with a street.

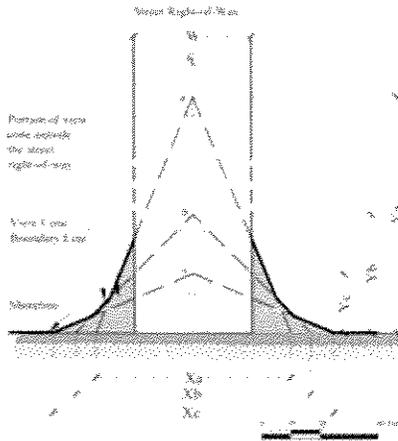
Sight Visibility Triangle. See illustration. "Sight visibility triangle" means a triangular area intended to remain free of visual obstructions to prevent potential traffic hazards across all property corners formed by two intersecting streets or the intersection of an alley and a street or the intersection of a driveway and a street. The sight visibility triangle is determined by drawing a diagonal line across the corner of the lot between two points each measured twenty-five feet back from the vertex of the extended curblines of the intersecting streets, alleys or driveways.



"View cone" means a space defined by two a series of projected lines from the centerline of a street right-of-way that is to be kept free of obstructions so as to preserve a distant view.

1 See illustration for calculation of view cone:

Calculations for a given right-of-way (W)



Width of view cone at shoreline	Formula
$Xa$	$1.66 \text{ Street } (W)$
$Xb$	$1 \text{ Street } (W)$
$Xc$	$0.4 \text{ Street } (W)$

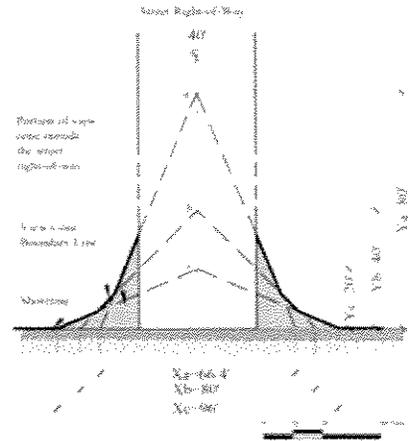
Distance from shoreline to apex of view cone	Formula
$Ya$	$1 \text{ Street } (W)$
$Yb$	$(W)$
$Yc$	$0.5 \text{ Street } (W)$

**Definitions**

- W = Width of street right-of-way
- $Xa, Xb, Xc$  = Width of view cone
- $Ya, Yb, Yc$  = Distance from shoreline to apex of view cone



Example Calculations for a 40-foot street right-of-way



Width of view cone at shoreline	Formula	If Height of Eye = 4'
$Xa$	$1.66 \text{ Street } (W)$	$1.66 \text{ Street } (40) = 66.4$
$Xb$	$1 \text{ Street } (W)$	$1 \text{ Street } (40) = 40$
$Xc$	$0.4 \text{ Street } (W)$	$0.4 \text{ Street } (40) = 16$

Distance from shoreline to apex of view cone	Formula	If Height of Eye = 4'
$Ya$	$1 \text{ Street } (W)$	$1 \text{ Street } (40) = 40$
$Yb$	$(W)$	$(40) = 40$
$Yc$	$0.5 \text{ Street } (W)$	$0.5 \text{ Street } (40) = 20$

The view cone boundary is defined by the outer edges of three triangular view cones, which are labeled 'a', 'b', and 'c' in the diagram. The boundaries are drawn in plan (top-down) view. The cones widen progressively approaching the viewer's edge (as the observer's view widens). The depths and widths of view cones 'a', 'b', and 'c' are calculated relative to the width of the adjacent street right-of-way.

**Steps**

1. Determine width of street right-of-way (W)
2. Using graph paper, draw to scale the street right-of-way, marking the shoreline and the street centerline (CL).
3. Calculate the width (Xa) of view cone 'a' at the shoreline using the formula in the table. Draw a line on the graph paper showing this width, with the line centered on the street right-of-way centerline at the shoreline.
4. Calculate the depth (Ya) of view cone 'a' from the shoreline using the formula in the table. Mark the depth on the graph paper on the street centerline (apex 'a' in the diagram).
5. Draw view cone 'a' by connecting the outer points of Xa (step 3) with point 'a' (step 4) to form a triangle.
6. Calculate and draw view cones 'b' and 'c' using the formula in the table for Xb, Yb, Xc and Yc.
7. The view cone boundary may now be drawn along the line that runs along the innermost extent from the street right-of-way of the three view cones (see heavy bold line in the diagram). The area within the view cone boundary, the shaded area in the diagram, is subject to Section 21.01.080.

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CITY COUNCIL OF THE  
**City of Annapolis**

Ordinance No. O-47-11

Introduced by: Alderman Arnett

LEGISLATIVE HISTORY			
First Reading	Public Hearing	Fiscal Impact Note	180 Day Rule
9/26/11			3/23/12
Referred to	Referral Date	Meeting Date	Action Taken
Economic Matters	9/26/11		
Rules and City Gov't	9/26/11		
Planning Commission	9/26/11		

8  
9 **A ORDINANCE** concerning

10 **Fence Permits**

11 **FOR** the purpose of amending the Code of the City of Annapolis with respect to the issuance  
12 of fence permits.

13 **BY** repealing and re-enacting with amendments the following portions of the Code of the  
14 City of Annapolis, 2011 Edition  
15 Section 17.34.010  
16 Section 17.34.020  
17 Section 17.34.030  
18 Section 21.60.070  
19  
20

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

23 **CHAPTER 17.34 – FENCE CODE.**

24  
25 **17.34.010 - Fences, hedges or walls.**

26 A. Permit Required.

27 1. No new fence, wall or hedge shall be erected and no existing fence or wall shall be altered or  
28 replaced until a permit is obtained from the City. The nonrefundable application fee and permit  
29 fee shall be in accordance with Section 17.12.056. The permit shall not be issued until the  
30 drawings have been approved by the director or his or her designee.

31  
32 ~~2. In approving or disapproving the drawings, consideration shall be given to the type of~~  
33 ~~materials to be used, whether or not the fence, wall or hedge unduly obstructs light and air from~~  
34 ~~neighboring properties or public ways, and whether or not the fence, wall or hedge unduly will~~  
35 ~~obstruct visibility upon public streets. Materials used for fences, walls or hedges in residential~~  
36 ~~zoning districts shall be in keeping with the character and purpose for which the fence, wall or~~

1 ~~hedge was intended. Except in connection with penal and correctional institutions and public~~  
2 ~~utility and service uses, no fence, wall or hedge shall consist, in whole or in part, of barbed wire~~  
3 ~~or similar materials designed or customarily utilized to inflict injury upon persons or animals.~~

4  
5 3. Fences or walls may be installed up to, but not over the property line. It is the responsibility  
6 of the applicant to assure that the proposed fence or wall will not be installed on property of  
7 others. All property line disputes are between abutting property owners, not the City.

8  
9 4. Work shall commence within thirty days from the date of the issuance of the permit and be  
10 completed in one hundred twenty days after issuance.

11  
12 B. Administrative Review.

13 ~~1. All fences or walls of four feet or less measured from the adjoining finished grade will be~~  
14 ~~approved routinely unless an inspection of the property indicates that a fence or wall of this~~  
15 ~~height unduly would obstruct light and air from neighboring properties or public ways, or unduly~~  
16 ~~obstruct visibility upon public streets.~~

17  
18 2 1. All fences or walls of more than four feet require notification to the neighbors. Only the  
19 property owners abutting the proposed fence or wall shall be notified. This includes the owners  
20 of vacant land, rental units and vacant buildings. The property owners shall be notified by mail  
21 or hand delivery of the proposal and given ten calendar days to respond. It is the responsibility  
22 of the applicant or his authorized agent to notify the abutting owners. Failure to respond  
23 indicates no objection to the proposal.

24  
25 ~~3. All new fences or walls and gates and all existing fences, walls and gates to be altered~~  
26 ~~located in the historic district as defined in Title 21 of the City Code require the review and~~  
27 ~~approval of the Historic Preservation Commission.~~

28  
29 4 2. Unless approved otherwise, all fences or walls shall not be located in landscape buffers,  
30 conservation easements, over utility easements, across walkway easements and or on public  
31 rights of way.

32  
33 5 3. Fences or walls shall not be located closer than at least three feet to away from a fire  
34 hydrant.

35  
36 ~~6. Fences or walls shall not alter or impede the natural flow of stormwater, nor divert the water~~  
37 ~~onto the property of others.~~

38  
39 4. All fences, hedges and walls shall be maintained in good condition at all times. All fences and  
40 walls shall be neatly finished and repaired, including all parts and supports.

41  
42 5. No fence or wall may be constructed in a manner or location which will interfere with natural  
43 surface water run-off or which will result in a negative impact to any adjacent property by natural  
44 surface run-off. All fences and walls must be constructed in a manner that is in harmony with  
45 City drainage requirements and standards and in compliance with any approved drainage plans  
46 on file with the City for the property upon which the fence or wall is constructed.

47  
48 6. It shall be unlawful for any person to place or to allow to be placed on land they own a fence,  
49 a hedge or a wall which creates an unsafe or dangerous obstruction or condition.

1 **17.34.020 - Appeals.**

2 A. A person aggrieved by an order from the director or the director's designee made pursuant  
3 to this chapter, other than the issuance of a municipal citation, may appeal to the Building Board  
4 of Appeals within fifteen calendar days of the date of the order. The petition for appeal shall be  
5 in writing stating the grounds for appeal and shall be filed with the Department of Neighborhood  
6 and Environmental Programs along with a nonrefundable fee in an amount established by the  
7 City Council. Any right to appeal shall be waived if not timely filed.

8  
9 B. Fifteen days' notice of the hearing also shall be given to persons owning property within two  
10 hundred feet of the location of the proposed fence, wall or hedge by first-class mail, and to the  
11 general public by a notice published in a newspaper of general circulation in the City. All  
12 required notices shall be at the appellant's expense.

13  
14 C. The Building Board of Appeals shall consider the appeal based upon the information  
15 provided to the Department of Neighborhood and Environmental Programs at the time of the  
16 order from which the appeal is taking. If the board finds that the order was in error or contrary to  
17 the provisions of this code or other applicable law, the board may reverse or modify the order.  
18 The decision of the board on all appeals shall be in writing and shall contain the factual findings  
19 of the board and the reasons for the decision.

20  
21 D. A person aggrieved by a decision of the Building Board of Appeals made pursuant to this  
22 section may appeal that decision to the circuit court for Anne Arundel County pursuant to  
23 Maryland Rule Title 7, Chapter 200 or its successor. For purposes of this subsection, a person  
24 shall not be considered aggrieved by a decision of the board unless the person has appeared  
25 as a party at the hearing before the board. An appeal under this section shall be taken within  
26 thirty days of the date of the decision appealed and shall be the exclusive remedy of the  
27 aggrieved party from that decision.

28  
29  
30 **17.34.030 - Violations.**

31 A person who violates this chapter is guilty of a municipal infraction and is subject to a fine of  
32 one hundred dollars for any single, initial violation and a fine of two hundred dollars for each  
33 repeat or continuing violation.  
34  
35

36 **CHAPTER 21.60 – SUPPLEMENTAL USE AND DEVELOPMENT STANDARDS**

37 **21.60.070 - Fences, walls, and plantings.**

38 A. For the purposes of this Section, the following definitions shall apply:

39 1. "Fence" means a fence, wall or hedge.

40  
41 2. "Approved grade" means the elevation of the ground, or any paving or sidewalk built upon it,  
42 which has been established on the basis of an engineered grading and drainage plan for the  
43 property that has been reviewed and approved by the city for the property. When no engineered  
44 grading and drainage plan is on file with the city, an established historic grade may be accepted  
45 in-lieu-of the engineered plan, based on general information available, including, when  
46 appropriate, a site inspection of the property by the city before the fence, hedge or wall is  
47 constructed. In making a determination regarding historic grade, the city may, when deemed  
48 necessary, require submission of current surveyed elevations of the property and other nearby

1 properties; or may require that an engineered grading and drainage plan be submitted by the  
2 owner or occupant of the property.

3  
4 3. "Fence section" means a portion or panel of fence construction, normally consisting of  
5 pickets, planks or metal fabric attached to horizontal rails, and which is attached or constructed,  
6 in more or less regular sequential intervals, to supporting vertical posts. In determining what  
7 constitutes a fence section, the normal guideline shall be sequential sections of fence which are  
8 eight feet in length.

9  
10 4. "Hedge" means several plants planted in a sequence or pattern so that the branches and  
11 stems of adjacent plants grow together in a manner that results in a meshing or intertwining of  
12 stems and branches with little or no passable space left between the plants, thus effectively  
13 forming a barrier or enclosure.

14  
15 5. "Top of fence/top of wall" means the uppermost point on the edge or surface of a fence or  
16 wall, but not including support posts or architectural features as described in section  
17 18.48.070(A)(1)(d).

18  
19 6. "Top of hedge" means the highest point on the uppermost branches or stems of a hedge  
20 above which only leaves or needles naturally grow.

21  
22  
23 **B.** A fence, wall or hedge may be erected, placed, maintained or grown pursuant to a permit  
24 issued in accordance with Section 17.34.010 of the Annapolis City Code. It is the purpose of  
25 the provisions of this section to establish requirements for the height, location, and materials of  
26 fences, hedges or walls. Fences shall be required to comply with the following standards and  
27 requirements.

28  
29 1. The height of a fence, or any combination of fences, is measured from the grade of the  
30 public right-of-way or easement. In the case where there is a change in grade, at no point along  
31 the length of the fence, or any combination thereof, shall the height exceed the limits  
32 established in this Chapter.

33  
34 2. The maximum height of a fence shall not include the support posts or ornamental features  
35 included in the construction, provided that (a) the overall construction of such posts and  
36 ornamental features does not exceed the limitations describing a limited solid material fence as  
37 set forth in Section 21.60.070(A)(3), and (b) no posts or ornamental features extend more than  
38 one foot above the top of the fence.

39  
40 3. All fences which have a ratio of solid material to open space of not more than one to four  
41 shall be considered limited solid material fences, and walls.

42  
43 4. All fences which have a ratio of solid material to open space of more than one to four shall be  
44 considered solid material fences, and walls.

45  
46 5. All fences must be located within the boundary lines of the property owned by the person or  
47 persons who construct and maintain them.

48  
49 6. No barbed wire or other sharp-pointed fences shall be installed on any property, except  
50 around storage yards in the I1 zoning district upon a specific finding by the Planning and Zoning  
51 Department that such a fence is necessary to protect property or goods.

1 C. The maximum height of all fences shall be eight feet, except as hereafter provided:  
2 1. Fences around tennis, squash racquet, squash tennis or badminton courts and publicly  
3 owned recreation areas may exceed eight feet in height, provided, that the same are limited  
4 solid material fences, and walls.

5  
6 2. Limited solid material fences located in a front yard, or a yard adjacent to a public right-of-way  
7 shall have a maximum height of four feet unless they meet the set back requirement(s) for the  
8 principal structure.

9  
10 3. Solid material fences located in a front yard or a yard adjacent to a public right-of-way shall  
11 have a maximum height of forty-two inches unless the same meet the front setback requirement  
12 of the zone in which it is located.

13  
14 4. Other fences may not exceed eight feet in height.

15  
16  
17 D. A sight visibility triangle is established in Section 21.72.010. Where a public right-of-way  
18 or easement dedicated for public access terminates at a waterway, a view cone shall be  
19 provided. See Section 21.72.010 for definition and calculation of the view cone.

20  
21 1. No fences, walls, or hedges with a height greater than forty-eight inches are allowed in a  
22 view cone, except:

23 a. Fences and walls (including their component parts, such as handrails and guards)  
24 that do not exceed six feet in height and are transparent above forty-eight inches. A  
25 fence, wall, hand-rail, or guard is considered transparent if its opacity is twenty percent  
26 or less. The percentage of opacity is measured by dividing the square footage of the  
27 opaque portion of the subject structure by the square footage of the entire structure, and  
28 multiplying the result by one hundred.

29 b. Trees maintained with a single clear trunk with all branches and pendulous branches  
30 removed to a height of seven feet above the ground plane. Trees shall not be planted  
31 closer than fifteen feet apart so as not to form a visual barrier.

32  
33 2. All plantings, exclusive of trees referenced in subsection (D)(1)(b) of this section, located in a  
34 view cone must be pruned or maintained to a height of forty-eight inches or less.

35  
36  
37 E. Other considerations

38  
39 1. When in a fence is to be constructed that otherwise meets the requirements of this section,  
40 but impedes an established view shed or a view of a waterway from adjoining public or private  
41 properties, the Planning Department may require modifications to the materials or the ratio of  
42 solid fencing to voids.

43 2. In approving or disapproving the drawings, consideration shall be given to the type of  
44 materials to be used, and whether or not the fence, wall or hedge unduly will obstruct visibility  
45 from public streets. Materials used for fences, walls or hedges in residential zoning districts shall  
46 be in keeping with the character and purpose for which the fence, wall or hedge was intended.  
47 Except in connection with penal and correctional institutions and public utility and service uses,  
48 no fence, wall or hedge shall consist, in whole or in part, of barbed wire or similar materials  
49 designed or customarily utilized to inflict injury upon persons or animals.

1 3. If located in the historic district as defined in this Title, all proposed new fences, walls and  
2 gates and all proposed alterations to existing fences, walls and gates require the review and  
3 approval of the Historic Preservation Commission.  
4

5 **SECTION II: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE**  
6 **ANNAPOLIS CITY COUNCIL** that this Ordinance shall take effect from the date of its passage.  
7

8 **ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
9  
10

ATTEST:

THE ANNAPOLIS CITY COUNCIL

BY

\_\_\_\_\_  
Regina C. Watkins-Eldridge, MMC, City Clerk

\_\_\_\_\_  
Joshua J. Cohen, Mayor

**EXPLANATION:**

Highlighting indicates matter added to existing law.

Strikeout indicates matter deleted from existing law.

Underlining indicates amendments.

## **Policy Report**

### **Ordinance O-47-11**

#### **Fence Permits**

The proposed ordinance would revise the Annapolis City Code with respect to the issuance of fence permits. Chapter 17.34 of the Annapolis City Code establishes the requirement for a fence permit application fee and permit fee.

Chapter 21.60 of the Annapolis City Code establishes supplemental use and development standards for fences. Examples of the proposed, additional supplemental use and development standards for fences in O-47-11 address the ratio of solid fence material to open space, the regulation of barbed wire fences, standards for fences affecting certain view cones, and the standards for Historic Preservation Commission review for fences, walls and gates in the historic district.

Prepared by Jessica Cowles, Legislative and Policy Analyst in the City of Annapolis Office of Law at 410.263.1184 or [JCCowles@annapolis.gov](mailto:JCCowles@annapolis.gov).

**Historic Preservation Commission Amendment  
O-47-11  
Fence Permits**

Page 6, Line 3:

Insert: "The Historic Preservation Commission has the authority to grant a waiver or exemption from Section 21.060.070 subsections B.2., C.2., C.3., C.4., and D.1. if necessary in order to comply with the Historic Preservation Commission Design Guidelines and the Secretary of the Interior's Standards for Rehabilitation."



City of Annapolis City Council  
Standing Committee Referral Action Report

Date: 6/6/13

To: Jessica Cowles,  
City of Annapolis Office of Law,  
Legislative and Policy Analyst

The Economic Matters Committee has reviewed 047-11 and has taken the following action:

Favorable *as amended*

Favorable with amendments

Unfavorable

No Action

Other

Comments:

Roll Call Vote:

Ald. Paone, Chair

Ald. Finlayson

Ald. Budge

Meeting Date 6/6/13 Signature of Chair *Frederick M. Paone*



City of Annapolis City Council  
Standing Committee Referral Action Report

Date: 5/23/13

To: Jessica Cowles,  
City of Annapolis Office of Law,  
Legislative and Policy Analyst

The Rules and City Government Committee has reviewed 0-47-11 and  
has taken the following action:

Favorable

Favorable with amendments

Unfavorable

No Action

Other

Comments:

*to give the HPC authority  
over fence approval in the  
historic District*

Roll Call Vote:

Ald. Arnett, Chair yes

Ald. Hoyle yes

Ald. Budge yes

Meeting Date \_\_\_\_\_

Signature of Chair *Jess H. Arnett*

1 CITY COUNCIL OF THE  
2 City of Annapolis

3  
4 Ordinance No. O-22-13

5 Sponsor: Alderwoman Finlayson and Mayor Cohen  
6  
7

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
5/13/13			
Referred to	Referral Date	Meeting Date	Action Taken
Rules and City Gov't	5/13/13		

8  
9 **A ORDINANCE** concerning

10 **Heritage Commission**

11 **FOR** the purpose of changing the name of the City of Annapolis' Historical Markers  
12 Commission to the Heritage Commission in order to better reflect the Commission's  
13 duties and responsibilities.

14 **BY** repealing and re-enacting with amendments the following portions of the Code of the  
15 City of Annapolis, 2012 Edition  
16 Section 2.48.360  
17

18 **SECTION I: BE IT ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY**  
19 **COUNCIL** that the Code of the City of Annapolis shall be amended to read as follows:  
20

21 **CHAPTER 2.48 – BOARDS, COMMISSIONS, AND COMMITTEES**

22 **Article XIV – [Historical Markers] HERITAGE Commission**

23  
24 **2.48.360 – [Historical Markers] HERITAGE Commission.**

25 A. There is an [Historical Markers] HERITAGE Commission of the City of Annapolis.

26 B. Membership and Appointment: The Commission consists of seven residents and up to five  
27 at large members who have a demonstrated knowledge and interest in the history and  
28 culture of Annapolis. Four of the ten positions may include, by way of example,  
29 representatives from Historic Annapolis Foundation, Maryland State Archives, Four Rivers  
30 Heritage Area of Annapolis, London Town, and South County and the Annapolis History  
31 Consortium. The members shall be appointed by the Mayor subject to confirmation by the  
32 Council.

33 C. Terms: The Commission members shall be appointed for terms of three years, except that  
34 the terms shall be staggered so that not more than three appointments shall expire in a  
35 given year.

36 D. Chair: Annually, the chair shall be selected by the members.

1 E. Meetings: The Commission shall meet at the call of the chair after due notice. The date,  
2 time and place shall be decided by the chair after consulting the members. In the absence  
3 of a chair, the Historic Preservation Officer shall make arrangements for a meeting after  
4 consulting the members. The place of the meeting shall be accessible to the public.

5 F. Duties:

6 1. The Commission shall advise on and facilitate the development of programs and  
7 activities that increases public awareness, appreciation and preservation of the cultural  
8 heritage of the City of Annapolis.

9 2. For purposes of this Commission's work, cultural heritage shall be defined as the  
10 legacy of places, artifacts and intangible attributes of a group or society that are  
11 inherited from past generations, maintained in the present and bestowed for the benefit  
12 of future generations.

13 3. The Commission shall have discretion to develop programs and projects in partnership  
14 with the Historic Preservation Commission and other heritage-related agencies and  
15 organizations that keeps the cultural heritage alive in our memory as a part of what has  
16 shaped us as a people, nation, and culture. This can include commemorative events,  
17 publications, monuments, markers, awards and other educational activities.

18 4. The Commission shall consider as a primary component of program and project  
19 development the educational value and public benefit associated with the  
20 Commission's proposed activities.

21 5. Beginning in 2009, the Commission shall submit an annual report to the City Council.  
22 The report shall briefly describe the work of the Commission in the previous year. The  
23 report shall be submitted no later than February 15th of the year following the year  
24 which is the subject of the report. Copies of the report shall be made available to  
25 members of the Council and others who request a copy.

26 G. Staff: The Historic Preservation Officer shall serve as staff.

27 H. Legislative Intent: In passing this ordinance the Council's intent is to build on the work of the  
28 Historic Preservation Commission and other heritage organizations to complement and  
29 supplement, as needed, their programs.

30  
31 **SECTION II: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE**  
32 **ANNAPOLIS CITY COUNCIL** that this Ordinance shall take effect from the date of its passage.

33  
34 **ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

35  
ATTEST:

THE ANNAPOLIS CITY COUNCIL

BY

\_\_\_\_\_  
Regina C. Watkins-Eldridge, MMC, City Clerk

\_\_\_\_\_  
Joshua J. Cohen, Mayor

36  
37 **EXPLANATION**  
38 CAPITAL LETTERS indicate matter added to existing law.  
39 [brackets] indicate matter stricken from existing law.  
40 Underlining indicates amendments.

## **Policy Report**

### **Ordinance O-22-13**

#### **Heritage Commission**

The proposed ordinance would change the name of the City of Annapolis' Historical Markers Commission to the Heritage Commission in order to better reflect the Commission's duties and responsibilities.

Prepared by Jessica Cowles, Legislative and Policy Analyst in the City of Annapolis Office of Law at 410.263.1184 or [JCCowles@annapolis.gov](mailto:JCCowles@annapolis.gov).



City of Annapolis City Council  
Standing Committee Referral Action Report

Date: 6/11/13

To: Jessica Cowles,  
City of Annapolis Office of Law,  
Legislative and Policy Analyst

The Rules and City Government Committee has reviewed 0-22-13 and  
has taken the following action:

Favorable

Favorable with amendments

Unfavorable

No Action

Other

Comments:

Roll Call Vote:

Ald. Arnett, Chair yes

Ald. Hoyle n/a

Ald. Budge yes

Meeting Date 6/11/13

Signature of Chair \_\_\_\_\_

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**CITY COUNCIL OF THE  
City of Annapolis**

**Resolution No. R-50-12**

**Introduced by: Mayor Cohen**

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
12/17/12			01/21/13
Referred to	Referral Date	Meeting Date	Action Taken
Rules and City Government			

**A RESOLUTION** concerning

**Public Information**

**FOR** the purpose of adopting formal administrative regulations that govern timely production and inspection of public records.

**WHEREAS,** the adoption of such regulations is required by The Maryland Public Information Act codified at MD. CODE ANN. STATE GOV'T. ART., Sec. 10-611, et seq. (2012).

**WHEREAS,** the attached regulations were posted on the City of Annapolis website on December 13, 2012;

**BE IT RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that the administrative regulations attached to this resolution shall be, and the same hereby are, the rules and regulations for the City of Annapolis governing responses to requests for public information under the Maryland Public Information Act codified at MD. CODE ANN. STATE GOV'T. ART., Sec. 10-611, et seq. (2012).

**BE IT FURTHER RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that the administrative regulations attached to this resolution shall be effective immediately upon adoption of said resolution and shall be posted on the City's website at <http://www.annapolis.gov> not less than four weeks after adoption.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

ATTEST:

THE ANNAPOLIS CITY COUNCIL

BY \_\_\_\_\_

Regina C. Watkins-Eldridge, MMC, City Clerk

Joshua J. Cohen, Mayor

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**EXPLANATION**

CAPITAL LETTERS indicate matter added to existing law.  
[brackets] indicate matter stricken from existing law.  
Underlining indicates amendments.

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# CITY OF ANNAPOLIS REGULATIONS GOVERNING MARYLAND PUBLIC INFORMATION ACT REQUESTS

1. Scope.

These regulations set forth procedures for filing and processing requests to the City of Annapolis for inspection and/or copying of public records in accordance with the Maryland Public Information Act. Authority: MD. ANN. CODE. STATE GOV'T. ART. Sec. 10-613 (2012).

2. Policy.

It is the policy of the City of Annapolis to facilitate access to public records when access is allowed by law, and to minimize costs and time delays to applicants.

3. Definitions.

In these regulations, the following terms have the meanings indicated:

- (1) "Act" means the Public Information Act, State Government Article, Sections 10-611 through 10-630, Annotated Code of Maryland.
- (2) "Applicant" means a person or governmental unit that asks to inspect a public record.
- (3) "Department" means a Department of the City of Annapolis.
- (4) "Custodian" means any authorized individual of a Department of the City of Annapolis who has physical custody and control of a public record.
- (5) "Official Custodian" means the officer or employee of the City who, whether or not has physical custody and control of a public record, is responsible for keeping the public record.
- (6) "Public record" has the meaning stated in Section 10-611 of the Act.
- (7) "Working day" means a day other than Saturday, Sunday, or a Federal, State or City holiday.

4. The City Attorney as Official Custodian.

The City Attorney is the Official Custodian of the public records of the City of Annapolis.

5. Who May Request Records.

Any person may request to inspect or copy public records of the City of Annapolis.

6. Necessity for Written Request.

A. Except as otherwise provided in these regulations, the Custodian may make public records of the Department available for inspection by an applicant without requiring a written request.

B. The Custodian shall require a written request if the Custodian reasonably believes that:

- (1) The Act or any other law may prevent the disclosure of the public record to the applicant; or

1 (2) A written request will materially assist the Department in responding.  
2  
3

4 7. Contents of Written Request.  
5

6 A written request shall:  
7

- 8 (1) contain the applicant's name, address, telephone number and/or e-mail address;  
9 (2) be signed and dated by the applicant; and  
10 (3) reasonably identify, by brief description, the public record being sought.  
11

12  
13 8. Addressee.  
14

15 A request to inspect or copy a public record of a particular Department shall be addressed to the  
16 Custodian of records for that Department. If the Custodian of records is unknown, a request may be  
17 addressed to the Official Custodian at: Office of Law, 93 Main Street, Suite 300, Annapolis, Maryland  
18 21401.  
19

20  
21 9. Response to Request.  
22

23 A. Grant of Request. A Custodian who grants a request for inspection shall produce the  
24 public record:  
25

- 26 (1) Immediately; or  
27 (2) Within a reasonable time period, if that period of time is required to retrieve the public  
28 record and conduct any necessary review, but not to exceed 30 days after receipt of the  
29 application.  
30

31 B. Denial of Request. A Custodian who denies a request for inspection shall:  
32

- 33 (1) promptly notify the applicant; and  
34 (2) within 10 working days, give the applicant a written statement that states:  
35  
36 (a) the reasons for the denial;  
37 (b) the legal basis for the denial; and  
38 (c) notice of the remedy for review of the denial.  
39

40 C. If a requested public record is not in the custody or control of the Custodian, the  
41 Custodian shall within 10 working days after receipt of the request, notify the applicant:  
42

- 43 (1) that he/she does not have custody or control of the public record; and  
44 (2) if known, provide the name and/or location of the Custodian of the public record to the  
45 applicant.  
46

47 D With the consent of the applicant, any time limit imposed by Sections 9.A through 9.C of  
48 these regulations may be extended for an additional period of up to 30 days.  
49

50  
51 10. Notice to Persons Potentially Affected by Disclosure.  
52

53 A. Unless prohibited by law, the Custodian may provide notice of a request for inspection or  
54 copying of any public record of the City of Annapolis to any person who, in the judgment of the Custodian,  
55 could be adversely affected by disclosure of that public record.  
56

1  
2 11. Public Record Temporarily Unavailable.  
3

4 A. If a requested public record of the City of Annapolis is in the custody and control of the  
5 Custodian to whom application is made but is not immediately available for inspection or copying, the  
6 Custodian shall promptly:

- 7  
8 (1) Notify the applicant that the public record is not immediately available; and  
9 (2) Schedule a date within a reasonable time for inspection or copying or when it will be  
10 provided.

11  
12 12. Public Record Destroyed or Lost.  
13

14 A. If the person to whom application is made knows that a requested public record of the  
15 City of Annapolis has been destroyed or lost, that person shall promptly:

- 16  
17 (1) Notify the applicant that the public record has been destroyed or lost; and  
18 (2) if know, explain the reason why the public record has been destroyed or  
19 lost.

20  
21  
22 13. Review of Denial.  
23

24 If the Custodian denies a request to inspect or copy a public record of the City of Annapolis, the  
25 applicant may, within 30 days after receipt of the notice of denial, file a Petition for Judicial Review in the  
26 Circuit Court for Anne Arundel County pursuant to the Annotated Code of Maryland, State Gov't Art.,  
27 Section 10-623 and in accordance with the Maryland Rules of Procedure, Title 7.  
28

29  
30 14. Fees.  
31

32 A. The fee schedule for copying and certifying copies of public records of the City of  
33 Annapolis is as follows:

- 34  
35 (1) Each copy made on 8½ x 11" paper by City personnel is 24 cents per page. No charge  
36 shall be made if the total fee is \$1 or less.  
37 (2) Each copy made by an outside private facility shall be based on the actual cost of  
38 reproduction.  
39 (3) Upon request, a copy of a public record may be certified by the City Clerk as a true test  
40 copy for an additional fee of \$1.00 per page.  
41

42 B. Notwithstanding Section 14.A of these regulations, if the fee for copies or certified copies  
43 of any public record of the City of Annapolis is specifically set by a law other than the Act or these  
44 regulations, the Custodian shall charge the prescribed fee.  
45

46 C. If the Custodian cannot copy a public record within his/her Department, the Custodian  
47 shall make arrangements for reproduction of the record at an outside private facility. The Custodian shall  
48 direct the applicant to pay the cost of reproduction directly to the facility making the copy.  
49

50 D. Before copying a public record for an applicant, the Custodian shall estimate the cost of  
51 reproduction and either:

- 52  
53 (1) obtain the agreement of the applicant to pay the cost; or  
54 (2) obtain prepayment of the cost.  
55

1 E. The City of Annapolis may charge a fee for the time an Official or employee of the City  
2 spends:

- 3  
4 (1) searching for the requested public record; or  
5 (2) preparing the public record for inspection and copying.  
6

7 The fee shall be \$30.00 per hour or part thereof in excess of the first 2 hours spent responding to a  
8 request for public records.  
9

10 F. If the applicant requests that copies of a public record be mailed or delivered to the  
11 applicant or to a third party, the Custodian may charge the applicant for the cost of postage or delivery.  
12

13 G. Method of Payment.  
14

15 Any fee assessed under these regulations, may be paid by cash, check or money order. Checks  
16 and money orders shall be made payable to the City of Annapolis. The City of Annapolis does not accept  
17 credit card payments.  
18

19 H. Waiver or Reduction of Fee.  
20

21 The Official Custodian may waive or reduce any fee set under this regulation if:  
22

- 23 (1) the applicant requests a waiver; and  
24 (2) the Custodian determines that the request was made in the public interest and not to  
25 advance any private interest.  
26

27 15. Time and Place of Inspection.  
28

29 An applicant may inspect the public record(s) at the location where the records are maintained  
30 and/or made available, during the hours of 8:30 AM to 4:30 PM on any day except days when the City of  
31 Annapolis is closed for business.  
32  
33  
34

## **Policy Report**

**R-50-12**

### **Public Information**

The proposed resolution adopts formal administrative regulations for access to public records at a local level pursuant to the Maryland Public Information Act, Md. Ann. Code State Gov't. Art Sec. 10-611, et seq. (2012), which requires the establishment of rules or regulations to allow access to public records by a person or governmental unit. According to the Act, the purpose of such is to insure the security of public records and prevent disruption of official business. This resolution, if adopted, would designate the City of Annapolis Office of Law as the official custodian.

Prepared by Carol Richardson, Legislative and Policy Analyst in the City of Annapolis Office of Law at [cdrichardson@annapolis.gov](mailto:cdrichardson@annapolis.gov) or 410.263.1184.



City of Annapolis City Council  
Standing Committee Referral Action Report

Date: 6/11/13

To: Jessica Cowles,  
City of Annapolis Office of Law,  
Legislative and Policy Analyst

The Rules and City Government Committee has reviewed R-50-12 and  
has taken the following action:

Favorable

Favorable with amendments *Staff amendments*

Unfavorable

No Action

Other

Comments:

Roll Call Vote:

Ald. Arnett, Chair yes

Ald. Hoyle N/A

Ald. Budge yes

Meeting Date \_\_\_\_\_

Signature of Chair \_\_\_\_\_

**Amendments to R-50-12  
Public Information**

**Amendments to the City of Annapolis Regulations Governing Maryland Public Information Act Requests**

Page 3, Line 10:

Strike "Sec. 10-613" and insert Sections 10-611 through 10-630 and the Maryland Public Information Act Manual available at <http://www.oag.state.md.us/Opengov/pia.htm>."

Page 3, Lines 29-31: strike entirely.

Page 3, Lines 37 and 39:

Strike "Attorney" and insert "Clerk"

Page 4, Lines 13-18:

Strike entirely and insert "Where to Send Request for Records. A request shall be addressed to: City Clerk c/o City Attorney  
RE: MPIA Request  
160 Duke of Gloucester Street  
Annapolis, Maryland 21401"

Page 5, Lines 14 and 18:

Strike "knows" and insert "known"

Strike "know" and insert "known"

Page 5, Line 35:

Strike "24" and insert "5"

Page 5, Lines 39:

Before "Upon" insert: "Each copy provided in electronic format shall be based on the actual cost of preparation and/or reproduction." Re-number (4).

Page 6: Lines 15-17:

Strike "or" and after "order" insert "or credit card."

Strike "The City of Annapolis does not accept credit card payments."

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**CITY COUNCIL OF THE  
City of Annapolis**

**Resolution No. R-7-13**

**Introduced by: Mayor Cohen**

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
2/11/13			5/10/13
Referred to	Referral Date	Meeting Date	Action Taken
Rules and City Gov't	2/11/13		
Transportation	2/11/13		
Planning Commission	N/A	1/3/13	Favorable
Transportation Board	2/11/13		

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**A RESOLUTION** concerning

**Wayfinding and Signage Master Plan**

**FOR** the purpose of adopting the Draft Wayfinding and Signage Master Plan as an addendum to the 2009 Annapolis Comprehensive Plan.

**WHEREAS,** the Maryland Annotated Code, Land Use Article, Title 3, requires municipalities to adopt comprehensive plans, which are to include policies, statements, goals, and interrelated plans for private and public land use, transportation, and community facilities, and which are to be documented in texts and maps that constitute the guide for future development; and

**WHEREAS,** the Annapolis City Council adopted successive comprehensive plans for the City in 1975, 1985, 1998, and 2009; and

**WHEREAS,** on October 5, 2009 the Annapolis City Council adopted the 2009 Annapolis Comprehensive Plan pursuant to R-32-09 Amended; and

**WHEREAS,** the City of Annapolis received a grant from the Baltimore Metropolitan Council to improve its wayfinding and signage for vehicles, pedestrians, and bicyclists. Building on previous efforts, the Wayfinding and Signage Master Plan includes an inventory of existing wayfinding signage, preferred location and content for a comprehensive program of wayfinding signs, and a comprehensive wayfinding analysis that recommends future wayfinding technologies and strategies that will benefit the City; and

1 **WHEREAS,** one of the goals of the 2009 Annapolis Comprehensive Plan was to improve  
2 circulation, accessibility, and mobility in the City by focusing on travel demand  
3 management. One component of a travel demand management program is  
4 marketing materials that inform people about travel choices; and  
5

6 **WHEREAS,** better wayfinding has long been a key recommendation made by many groups  
7 who look at parking and transportation in Annapolis. There have been previous  
8 efforts to improve wayfinding in the City; however, this is the first time that there  
9 has been a broad perspective that includes many different technologies and a  
10 comprehensive framework of analysis.

11  
12 **WHEREAS,** the proposed wayfinding system will: 1) help the City be flexible in adapting to  
13 emerging wayfinding technologies; 2) aid in the creation of a cohesive program  
14 of placemaking and wayfinding that identifies gateways, cultural districts, City  
15 landmarks, and public services; and 3) influences travel behavior and promotes  
16 multi-modal travel options.

17  
18 **WHEREAS,** public input into the Wayfinding and Signage Master Plan involved the  
19 formation of a 10-person steering committee, including the Executive Director  
20 of the Four Rivers Heritage Area; the president & CEO of the Annapolis & Anne  
21 Arundel County Conference & Visitors Bureau; the president & CEO of the  
22 Annapolis Economic Development Corporation; the architect for the United  
23 States Naval Academy; and City staff from the Departments of Transportation,  
24 Public Works, Finance-MIT, and Planning and Zoning. Stakeholder interviews  
25 over a two-day period in May 2012 and an open house in August 2012  
26 completed the public input process; and  
27

28 **WHEREAS,** the Planning Commission has recommended to the City Council the adoption  
29 of a Wayfinding and Signage Master Plan as an addendum to the 2009  
30 Annapolis Comprehensive Plan and transmitted the Draft Wayfinding and  
31 Signage Master Plan to the Annapolis City Council on February 7, 2013; and  
32

33 **WHEREAS,** the Wayfinding and Signage Master Plan, if adopted by the City Council by  
34 passage of this Resolution, shall constitute an addendum to the 2009  
35 Annapolis Comprehensive Plan which sets forth goals and a guide for future  
36 development; and  
37

38 **NOW, THEREFORE, BE IT RESOLVED BY THE ANNAPOLIS CITY** that the Draft Wayfinding  
39 and Signage Master Plan is available online at:  
40 <http://www.annapolis.gov/Government/Departments/PlanZone/Wayfinding.aspx> and is hereby  
41 adopted; and  
42

43 **BE IT FURTHER RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that the Wayfinding and  
44 Signage Master Plan be, and the same hereby, made part of the 2009 Annapolis  
45 Comprehensive Plan. The Plan shall be known as the "Wayfinding and Signage Master Plan."  
46

47 **BE IT FURTHER RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that the adoption of the  
48 Wayfinding and Signage Master Plan shall not be construed as an approval of individual  
49 projects that may be recommended therein, and that the Annapolis City Council reserves the  
50 right to consider, debate, oppose, or support specific actions that may come before the Council  
51 and that are intended to implement specific elements of the Plan.

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**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

ATTEST:

THE ANNAPOLIS CITY COUNCIL

BY

\_\_\_\_\_  
Regina C. Watkins-Eldridge, MMC, City Clerk

\_\_\_\_\_  
Joshua J. Cohen, Mayor

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**EXPLANATION**

CAPITAL LETTERS indicate matter added to existing law.  
[brackets] indicate matter stricken from existing law.  
Underlining indicates amendments.

## **Policy Report**

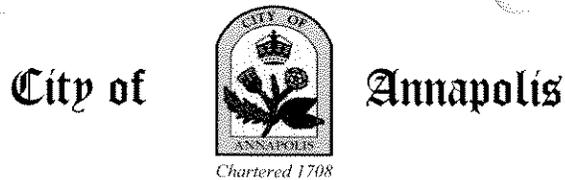
**R-7-13**

### **Wayfinding and Signage Master Plan**

The proposed resolution would adopt the Draft Wayfinding and Signage Master Plan as an addendum to the 2009 Annapolis Comprehensive Plan. One of the goals of the 2009 Annapolis Comprehensive Plan was to improve circulation, accessibility, and mobility in the City by focusing on travel demand management. One component of a travel demand management program is marketing materials that inform people about travel choices.

Better wayfinding has long been a key recommendation made by many groups who look at parking and transportation in Annapolis. There have been previous efforts to improve wayfinding in the City; however, this is the first time that there has been a broad perspective that includes many different technologies and a comprehensive framework of analysis. The proposed wayfinding system will: 1) help the City be flexible in adapting to emerging wayfinding technologies; 2) aid in the creation of a cohesive program of placemaking and wayfinding that identifies gateways, cultural districts, City landmarks, and public services; and 3) influences travel behavior and promotes multi-modal travel options.

Prepared by Sally Nash, Senior Planner in the Department of Planning and Zoning at [SNash@annapolis.gov](mailto:SNash@annapolis.gov) or 410.263.7961 and Jessica Cowles, Legislative and Policy Analyst in the City of Annapolis Office of Law at [JCCowles@annapolis.gov](mailto:JCCowles@annapolis.gov) or 410.263.1184.



## PLANNING COMMISSION

(410)263-7961

145 GORMAN STREET, 3<sup>RD</sup> FLOOR  
ANNAPOLIS, MARYLAND 21401

February 7, 2013

**To: Annapolis City Council**

**From: Planning Commission**

**Re: Wayfinding and Signage Master Plan**

### SUMMARY

The *Wayfinding and Signage Master Plan* includes an inventory of existing wayfinding signage, preferred location and content for a comprehensive program of wayfinding signs, and a comprehensive wayfinding analysis that recommends future wayfinding technologies and strategies that will benefit the City.

### STAFF RECOMMENDATION

At a regularly scheduled meeting on January 3, 2013, the Planning and Zoning staff presented their analysis and recommendations for approval of the *Wayfinding and Signage Master Plan*.

Staff and the consultants reviewed the analysis and how public input was gathered to create the plan. This information was forwarded to the Planning Commission for review in a report dated December 18, 2012.

Staff stated that better wayfinding has long been a key recommendation made by many groups who look at parking and transportation in Annapolis. There have been previous efforts to improve wayfinding in the City; however, this is the first time that there has been a broad perspective that includes many different technologies and a comprehensive framework of analysis.

This framework several different elements, including existing pre-arrival technology / trip planning (such as the City's webpage or other websites with visitor information); in-place technology (such as pedestrian kiosks and mobile apps); environment / spaces (landmarks); and signage (pedestrian, vehicular, and interpretive). These elements function together to form an effective wayfinding system (see page 2.1, "Wayfinding Tools" from the Wayfinding Analysis). Some elements are already in place, while others need to be developed more efficiently to help people move throughout the City and discover new places to visit.

The proposed wayfinding system will help the City to be flexible and adapt to emerging wayfinding technologies. The plan should also help us in the creation of a cohesive program of placemaking and

wayfinding that not only identifies gateways, cultural districts, city landmarks, and public services, but influences travel behavior and promotes multi-modal travel options.

For example, better wayfinding can make it much easier for visitors to be able to locate available parking in a shorter period of time—thus eliminating the traffic caused by the roaming vehicle in search of a place to park. Improvements to pre-arrival technology, especially coordination across different websites and platforms, will encourage the use of downtown parking alternatives such as taking the Circulator or bicycling.

The *Wayfinding and Signage Master Plan* consists of four components. They are:

- Wayfinding Analysis
- Design Development
- Location Plans
- Message Schedule

The Wayfinding Analysis is the main focus of the Master Plan. It presents the objectives and philosophy behind the wayfinding program. It discusses wayfinding tools, how to address specific issues such as special event messaging, and how to maintain and manage the wayfinding signage. The Design Development describes the colors, typeface, and graphics to be used in the program, and shows an example of each sign type. The Location Plans are maps showing the location of each sign. The Message Schedule lists each sign and what it says. The Location Plans and Message Schedule will be reviewed by staff and finalized in the building permit process.

#### *Compatibility with the Goals of the Comprehensive Plan and Other Studies*

The planning commission finds that the *Wayfinding and Signage Master Plan* is consistent with the goals of the Comprehensive Plan, as well as other previous plans and studies that have touched upon the importance of wayfinding.

#### *Public Input*

A 10-person steering committee began meeting in April 2012 to guide the master plan process, including the public participation plan. The members of the steering committee include the executive director of the Four Rivers Heritage Area; the president & CEO of the Annapolis & Anne Arundel County Conference & Visitors Bureau; the president & CEO of the Annapolis Economic Development Corporation; the architect for the United States Naval Academy; and City staff from the Departments of Transportation, Public Works, Finance-MIT, and Planning and Zoning.

In February 2012, the City selected consultants Merje Design to lead the process of creating a schematic design for signage and for gathering information and soliciting feedback from the public. Merje has a holistic design approach that incorporates graphic design with the built environment. Their scope of work included creating an inventory of existing wayfinding signage, locating the preferred location and proposing content for a comprehensive program of wayfinding signs, and a wayfinding analysis that recommends future wayfinding technologies and strategies that will benefit the City.

Merje conducted a series of stakeholder interviews in early May 2012 to gather information about how visitors and residents find their way and move about Annapolis. The stakeholder meetings reviewed the

wayfinding process in detail, discussed potential criteria for vehicular and pedestrian signage locations, and began discussions on the overall identity development. An open house was also held to gather public input in August 2012. Merje explained the principles of wayfinding to the audience and asked the audience specific questions about the City's wayfinding needs.

#### **PUBLIC HEARING AND DELIBERATION**

A public hearing was held and the public was invited to comment on the proposed plan. Several individuals took the opportunity to speak.

At the close of the public hearing, the Planning Commission entered into deliberations. Comments were very favorable concerning the plan. Members of the Commission expressed that the Wayfinding and Signage Plan will be a great addition to the implementation of the Comp Plan and the City Dock Master Plan. The Commission concurred with staff.

#### **RECOMMENDATION**

A Motion was made to recommend approval of the plan. However, the motion was amended to add language indicating that the Planning Commission recommends that the use of dynamic signage be emphasized in the plan in regard to parking availability. The amended motion was approved by a vote of 7-0.

By a vote of 7-0, the Planning Commission voted to recommend that the *Master Wayfinding and Signage Plan* be forwarded to the City Council for approval and adoption.

Adopted February 7, 2013

  
Dr. Eleanor M. Harris, Chair



City of Annapolis City Council  
Standing Committee Referral Action Report

Date: 4/15/13

To: Jessica Cowles,  
City of Annapolis Office of Law,  
Legislative and Policy Analyst

The Rules and City Government Committee has reviewed R-7-13 and  
has taken the following action:

Favorable

Favorable with amendments

Unfavorable

No Action

Other

Comments:

Roll Call Vote:

Ald. Israel, Chair N/A

Ald. Hoyle yes Ald. Arnett yes  
*acting chair*

Meeting Date 15 Apr. 13

Signature of Chair Ross H. Arnett



City of Annapolis City Council  
Standing Committee Referral Action Report

Date: 4/11/13

To: Jessica Cowles,  
City of Annapolis Office of Law,  
Legislative and Policy Analyst

The Transportation Committee has reviewed R-7-13 and has taken the following action:

- Favorable
- Favorable with amendments
- Unfavorable
- No Action
- Other
- Comments:

Roll Call Vote:

Ald. Pfeiffer, Chair yes

Ald. Kirby yes

Ald. Arnett yes

Meeting Date 4/11/13

Signature of Chair [Signature]

CITY OF ANNAPOLIS  
160 DUKE OF GLOUCESTER STREET  
ANNAPOLIS, MARYLAND 21401  
410-263-7997



TRANSPORTATION BOARD  
CHAIRMAN: JOHN GIANNETTI JR.  
VICE CHAIRMAN: CHRISTOPHER P. AIKEN  
SECRETARY: CAROL KELLY

June 5, 2013

**Annapolis Mayor and City Council  
City Hall  
160 Duke of Gloucester St.  
Annapolis, MD 21401**

**Re: Endorsement of Wayfinding Study Recommendations**

Dear Mayor and Members of the City Council:

The Annapolis Transportation Board, at its May Business Meeting, held on May 15, 2013, passed the following resolution UNANIMOUSLY:

**RESOLVED, that the Annapolis Transportation Board endorses the findings and recommendations of the Annapolis Wayfinding Study, and**

**RESOLVED, that the Annapolis Transportation Board recommends that a comprehensive parking study be undertaken in conjunction with the improvements recommended by the Wayfinding Study.**

If you have any questions regarding the Board or our position, I would be happy to address them. You can reach me by calling 410.300.6393. Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "John A. Giannetti Jr.", written in a cursive style.

John A. Giannetti Jr.  
Chairman  
Annapolis Transportation Board

1 CITY COUNCIL OF THE  
2 City of Annapolis

3 Ordinance No. O-28-13

4 Sponsor: Mayor Cohen  
5  
6  
7

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	180 Day Rule
7/8/13			1/3/14
Referred to	Referral Date	Meeting Date	Action Taken
Rules and City Gov't	7/8/13		
Planning Commission	7/8/13		

8  
9 **A ORDINANCE** concerning

10 **New Land Use Article References in the City Code**

11 **FOR** the purpose of updating the references to the former Article 66B of the Annotated Code  
12 of Maryland to the new title of "Land Use Article."

13 **BY** repealing and re-enacting with amendments the following portions of the Code of the  
14 City of Annapolis, 2012 Edition  
15 Section 6.04.240  
16 Section 17.11.020  
17 Section 21.02.020  
18 Section 21.08.030  
19 Section 21.08.040  
20 Section 21.08.060  
21 Section 21.30.030  
22 Section 21.56.010  
23 Section 21.56.140  
24

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

28 **Chapter 6.04 – FINANCE AND TAXATION GENERALLY**

29 **6.04.240 - Undergrounding Utilities Fund.**

30 A. Purpose. The Director of Finance shall establish and maintain an Underground Utilities Fund  
31 and implement necessary procedures for the purpose of funding the undergrounding of utilities  
32 in the Historic District.

1 B. Revenue Source. The annual fees collected from utility providers for utility poles under  
2 Section 7.08.050 shall be deposited by the Director of Finance into a separate fund that may  
3 only be used to cover the costs incurred by the City in undergrounding utilities.

4 C. Implementation. Under [Section 8.16 of] the LAND USE Article [66B] of the Annotated Code  
5 of Maryland AS MAY BE AMENDED FROM TIME TO TIME, the City is adopting this section to  
6 require utility companies to relocate underground existing overhead lines and facilities within the  
7 Historic District when so requested by the Director of Public Works. The Director of Public  
8 Works shall direct the undergrounding of such utilities based on the availability of funding within  
9 the Undergrounding Utilities Fund and after giving consideration to various safety  
10 considerations.

11  
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13

## **CHAPTER 17.11 – FLOODPLAIN MANAGEMENT**

### **17.11.020 - Statutory authorization.**

15 A. The Maryland General Assembly, in THE LAND USE Article [66B, Section 4, General  
16 Development Regulations and Zoning] (Annotated Code of Maryland) AS MAY BE  
17 AMENDED FROM TIME TO TIME, has established as policy of the State that the orderly  
18 development and use of land and structures requires comprehensive regulation through the  
19 implementation of planning and zoning control, and that planning and zoning controls shall  
20 be implemented by local government in order to, among other purposes, secure the public  
21 safety, promote health and general welfare, and promote the conservation of natural  
22 resources.

23 B. Therefore, the City Council of the City of Annapolis does hereby adopt the following  
24 floodplain management chapter of the City Code.

25

## **Chapter 21.02 - INTRODUCTORY PROVISIONS**

### **21.02.020 - Authority.**

28 The City Council of the City of Annapolis adopts this Zoning Code pursuant to THE LAND  
29 USE Article [66B], of the Annotated Code of Maryland, as amended, and other relevant  
30 authorities and provisions of Maryland statutory and common law.

## **Chapter 21.08 – DECISION MAKING BODIES**

### **21.08.030 - Planning Commission.**

33 A. Establishment. The Planning Commission is established under THE LAND USE Article  
34 [66B] of the Annotated Code of Maryland AS MAY BE AMENDED FROM TIME TO TIME.

35 B. Membership. The Planning Commission shall consist of seven residents of the City who  
36 have a demonstrated interest with regard to planning policy and with regard to land use

- 1 matters and procedures of the City. The members shall be appointed by the Mayor and  
2 confirmed by the City Council.
- 3 C. Term. The term of office of each member of the Planning Commission shall be as provided  
4 in THE LAND USE Article [66B] of the Annotated Code of Maryland AS MAY BE  
5 AMENDED FROM TIME TO TIME. The term of each member shall commence on July 1st  
6 of the year in the appointment is made.
- 7 D. Rules. The Planning Commission may adopt rules to assist the Commission in carrying out  
8 its duties under this Zoning Code.
- 9 E. Duties. The Planning Commission shall have the following powers and duties:
- 10 1. Review all proposed amendments to this Zoning Code and Zoning Map and to report to  
11 the City Council its findings and recommendations in the manner prescribed in this  
12 Zoning Code, Chapter 21.32 and Chapter 21.34
- 13 2. Receive the Planning and Zoning Director's recommendations related to the  
14 effectiveness of this Zoning Code and report its conclusions and recommendations to  
15 the City Council not less frequently than once a year.
- 16 3. Hear and decide applications on planned developments pursuant to the provisions of  
17 Zoning Code Chapter 21.24
- 18 4. Execute all powers conferred to Planning Commissions under THE LAND USE Article  
19 [66B] of the Annotated Code of Maryland AS MAY BE AMENDED FROM TIME TO  
20 TIME.
- 21 5. On referral by the Director of Planning and Zoning of a major site design the Planning  
22 Commission shall hold a public hearing and make recommendations.
- 23 6. On referral by the Director of Planning and Zoning on structures greater than 3250  
24 square feet in R2-NC zoning districts the Planning Commission shall hold a public  
25 hearing and make recommendations.

26 **21.08.040 - Board of Appeals.**

- 27 A. Establishment. The Board of Appeals is established pursuant to and has the authority to  
28 execute all of the powers granted to Boards of Appeals by THE LAND USE Article [66B] of  
29 the Annotated Code of Maryland AS MAY BE AMENDED FROM TIME TO TIME.
- 30 B. Membership. The Board of Appeals shall consist of five members who shall be residents  
31 and registered voters of the City of Annapolis and who shall serve without compensation.  
32 The regular members and one alternate member shall be appointed by the Mayor and  
33 confirmed by the City Council and be removable for cause, upon written charges, and after  
34 public hearing. When an alternate member is absent, the Mayor with the confirmation of the  
35 City Council may designate a temporary alternate.
- 36 C. Term. The term of office of each member of the Board of Appeals shall be for three years,  
37 as provided in THE LAND USE Article [66B] of the Annotated Code of Maryland AS MAY  
38 BE AMENDED FROM TIME TO TIME. Vacancies shall be filled for the unexpired term of  
39 any member whose term becomes vacant.
- 40 D. Rules. The Board of Appeals shall adopt rules in accordance with the provisions of this  
41 section and in accordance with the provisions of THE LAND USE Article [66B] of the  
42 Annotated Code of Maryland AS MAY BE AMENDED FROM TIME TO TIME. The Board  
43 shall adopt and amend rules as follows:

- 1 1. After a public session to consider the proposed rules or amendments, the Board shall  
2 adopt and periodically amend rules of practice and procedure.
- 3 2. The Board shall give reasonable notice of the date, time, and place of the public  
4 session and the category of rule or amendment to be considered at the session.
- 5 3. After approval by the Board, the rules of the Board of Appeals shall be published and  
6 shall be available to the public through the Department of Planning and Zoning.
- 7 E. Duties. The Board of Appeals shall have the following powers and duties:
  - 8 1. To hear and decide appeals, pursuant to the provisions of Zoning Code Chapter 21.30  
9 where it is alleged there is error in any order, requirement, decision or determination  
10 made by an administrative official or body in the enforcement of: (a) this Zoning Code;  
11 or (b) any ordinance adopted pursuant to this Zoning Code.
  - 12 2. To hear and decide applications for special exceptions pursuant to Chapter 21.26 of  
13 this Zoning Code.
  - 14 3. To hear and decide applications for variances from the terms of this Zoning Code,  
15 pursuant to the provisions of Chapter 21.28 and from the terms of Title 20 -  
16 Subdivisions, pursuant to the provisions of Chapter 20.32
  - 17 4. To hear and decide applications for zoning district boundary adjustments pursuant to  
18 the provisions of Zoning Code Chapter 21.20
  - 19 5. To hear and decide applications for physical alteration of a nonconforming use  
20 pursuant to the provisions of Chapter 21.68
  - 21 6. To hear and decide all matters referred to it or upon which it is required to decide by  
22 this Zoning Code, and as prescribed by THE LAND USE Article [66B] of the Annotated  
23 Code of Maryland AS MAY BE AMENDED FROM TIME TO TIME.
- 24 F. Tolling of Approvals. Approvals granted by the Board of Appeals pursuant to Section  
25 21.08.040E of this Code and extensions thereof which are active and valid as of June 30,  
26 2012, shall be tolled until June 30, 2014, so that all such approvals and extensions shall  
27 expire on, or any applicable extension request shall have been requested by, June 30,  
28 2014.
- 29 G. Meetings. The meetings of the Board of Appeals shall be held at the call of the chair and at  
30 other time determined by the Board. The Board shall provide public notice of any meeting  
31 by publication in at least one newspaper of general circulation in the City not less than  
32 seven days prior to the meeting. The chair or the acting chair may administer oaths and  
33 compel the attendance of witnesses. All meetings shall be open to the public. The Board  
34 shall make a transcript of all proceedings, showing the vote of each member on each  
35 question, or the member's absence or failure to vote. The board shall immediately file the  
36 transcript of its proceedings in the Office of Planning and Zoning. Each transcript shall be a  
37 public record. If a recording or a transcript of a recording is not prepared in the normal  
38 course of the Board's proceedings, the party who requests a copy of the recording or its  
39 transcript shall pay the cost of preparing the recording or transcript.

40 **21.08.060 - Historic Preservation Commission.**

- 41 A. Establishment. The Historic Preservation Commission is established to execute all of the  
42 powers conferred to it by this Zoning Code and pursuant to THE LAND USE Article [66B] of  
43 the Annotated Code of Maryland AS MAY BE AMENDED FROM TIME TO TIME.

- 1 B. Membership. The Historic Preservation Commission shall consist of seven members  
2 appointed by the Mayor and confirmed by the City Council. The members of the  
3 Commission shall be residents of the City. Each member shall possess a demonstrated  
4 special interest, specific knowledge, or professional or academic training in such fields as  
5 history, architecture, architectural history, planning, archaeology, anthropology, curation,  
6 conservation, landscape architecture, historic preservation, urban design, or related  
7 disciplines. In addition, the Commission membership shall comply with the following:
- 8 1. At least two members of the Commission shall possess professional or academic  
9 training in one or more of the above-listed fields in accordance with the minimum  
10 professional requirements of the United States Department of the Interior for certifying  
11 local governments under 36. C.F.R. Part 61.
  - 12 2. The criteria for Commission membership under the category of demonstrated special  
13 interest may be satisfied either by formal training in one or more of the fields listed in  
14 subsection (B) of this section or active membership in a preservation-related  
15 organization. The requirement for membership under the category of specific  
16 knowledge may be satisfied by formal post secondary education, employment or  
17 practical experience in one or more of the above-listed fields. The requirement for  
18 Commission membership under the category of professional or academic training may  
19 be satisfied by, at a minimum, two years experience as a professional or a bachelor's  
20 degree in one or more of the above-listed fields.
  - 21 3. The Commission shall elect, from its membership, a chairperson and vice chairperson.  
22 The terms of the chairperson and vice chairperson shall be for one year, with eligibility  
23 for re-election.
  - 24 4. Commission members shall serve without compensation, but may be reimbursed for  
25 actual expenses incurred in the performance of their duties, provided said expenses  
26 are permitted by the budget and approved in advance by the Director of Finance.
- 27 C. Term. The Commission members shall be appointed for terms of three years, except that  
28 the terms shall be staggered so that not more than three appointments shall expire in a  
29 given year. Commission members are eligible for reappointment. Any vacancy in the  
30 membership of the Commission caused by the expiration of a term, resignation, death,  
31 incapacity to discharge duties, removal for cause, or any other reason, shall be filled for a  
32 new term, or for the remainder of the term for which there is a vacancy, as the case may  
33 be, in the same manner as provided herein for the appointment and confirmation of the  
34 initial members of the Commission. Any vacancy of the Commission shall be filled within  
35 sixty days. In the case of expiration of terms, members may continue to serve until their  
36 successors are appointed and confirmed. Any absence of three consecutive meetings or  
37 four meetings within one calendar year shall constitute a vacancy.
- 38 D. Rules. The Historic Preservation Commission may adopt rules to assist the Commission in  
39 carrying out its duties under this Zoning Code. Any rules of procedure adopted by the  
40 Commission shall be consistent with the following procedures:
- 41 1. Any interested person, or person's representative, is entitled to appear and be heard at  
42 any public hearing conducted by the Commission.
  - 43 2. The Commission shall keep a record of its proceedings and actions which shall be on  
44 file for public view.
  - 45 3. Notice of Commission meetings shall appear in a newspaper with general circulation in  
46 the City seven days prior to the meetings.

- 1 4. Four members shall constitute a quorum and the vote of the majority present is  
2 necessary for a decision.
- 3 5. The chair, or the acting chair in the absence of the chair, may administer oaths and  
4 compel the attendance and testimony of witnesses and the production of documents  
5 on matters relating to the business of the Commission.
- 6 E. Duties. The Historic Preservation Commission shall have the following powers and duties:
  - 7 1. The Historic Preservation Commission shall hold no fewer than one regular meeting  
8 monthly to discharge its duties.
  - 9 2. Consistent with the City's policies and procedures, employees may be assigned to the  
10 Commission, and such services and facilities made available as are deemed  
11 necessary or appropriate for the proper performance of its duties.
  - 12 3. The Historic Preservation Commission shall annually file a report with the City Council  
13 summarizing the Commission's discharge of its responsibilities.
  - 14 4. The Historic Preservation Commission shall decide applications for Certificates of  
15 Approval pursuant to the provisions of Chapter 21.56
  - 16 5. The Historic Preservation Commission may accept and use gifts in the exercise of its  
17 functions, subject to any applicable City policies or procedures regarding acceptance  
18 or use of gifts by public officials.
  - 19 6. The Historic Preservation Commission may direct studies, reports, and surveys to  
20 identify historically, culturally, archaeologically, or architecturally significant landmarks,  
21 sites, structures, and districts that exemplify the cultural, social, economic, political, or  
22 architectural history of the City, State or Nation.
  - 23 7. The Historic Preservation Commission may adopt and utilize in its review of  
24 applications rehabilitation and new construction design guidelines and criteria for  
25 designated landmarks, sites, structures, and districts which are consistent with the U.S.  
26 Secretary of the Interior's standards for rehabilitation. Guidelines may include design  
27 characteristics intended to meet the needs of particular types of landmarks, sites,  
28 structures, and districts, and may identify categories of changes that, because they are  
29 minimal in nature, do not affect historic, cultural, archaeological, or architectural  
30 significance, and do not require review by the Commission.
  - 31 8. To adopt sidewalk café furniture guidelines for use by operating establishments located  
32 in the historic district, which hold permits issued pursuant to Chapter 7.42 of the  
33 Annapolis City Code. In adopting any such guidelines, the Historic Preservation  
34 Commission shall consider the requirements of Section 7.42.020(F) of the Annapolis  
35 City Code.
  - 36 9. Consistent with the City's Charter, ordinances, resolutions, local public law, policies,  
37 and procedures covering the acquisition of easements, to accept historic preservation  
38 easements, when deemed appropriate by the Commission, on designated landmarks,  
39 structures, or sites and on sites or structures located in, or adjacent to, a designated  
40 district, landmark, site, or structure.
  - 41 10. To under take any other action or activity necessary or appropriate to the  
42 implementation of its powers and duties or the implementation of the purpose of this  
43 Zoning Code.

44

1 **Chapter 21.30 - APPEALS**

2 **21.30.030 - Stay pending appeal.**

3 An appeal to the Board of Appeals pursuant to the preceding section shall stay all  
4 proceedings in furtherance of the action appealed only as provided by THE LAND USE Article  
5 [66B, Section 4.07] of the Annotated Code of Maryland (or its successors).

6  
7 **Chapter 21.56 – HISTORIC DISTRICT**

8 **21.56.010 - Authority and purpose.**

- 9 A. The Mayor and City Council of the City of Annapolis, Maryland, derives authority for this  
10 chapter by virtue of its conformance with provisions of the State of Maryland Enabling Act  
11 for Historic Area Zoning, THE LAND USE Article [66B, Zoning and Planning, Sections  
12 8.01—8.17], Annotated Code of Maryland, as amended.
- 13 B. The preservation of sites, structures, and districts of historical, cultural, archaeological, or  
14 architectural significance together with their appurtenances and environmental settings is a  
15 public purpose.
- 16 C. It is the further purpose of this article to preserve and enhance the quality of life and to  
17 safeguard the historical and cultural heritage of Annapolis by preserving sites, structures, or  
18 districts which reflect the elements of the City's cultural, social, economic, political,  
19 archaeological, or architectural history; to strengthen the local economy; to stabilize and  
20 improve property values in and around such historic areas; to foster civic beauty, and to  
21 preserve and promote the preservation and appreciation of historic sites, structures and  
22 districts for the education and welfare of the citizens of the City.

23 **21.56.140 - Statutory authority.**

24 The authorities for this law IS [are Section 4.01 et seq. and Section 8.01 et seq. of] THE  
25 LAND USE Article [66B] of the Annotated Code of Maryland AS MAY BE AMENDED FROM  
26 TIME TO TIME. Nothing in this law shall be construed to limit the authority of the Historic  
27 Preservation Commission of the City to review proposals with respect to height and bulk.

28

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

31

32 **ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

33

34

ATTEST:

THE ANNAPOLIS CITY COUNCIL

BY

\_\_\_\_\_  
Regina C. Watkins-Eldridge, MMC, City Clerk

\_\_\_\_\_  
Joshua J. Cohen, Mayor

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**EXPLANATION**

CAPITAL LETTERS indicate matter added to existing law.  
[brackets] indicate matter stricken from existing law.  
Underlining indicates amendments.

## **Policy Report**

### **Ordinance O-28-13**

#### **New Land Use Article References in the City Code**

The proposed ordinance would update the references to the former Article 66B of the Annotated Code of Maryland to the new title of “Land Use Article.”

Prepared by Jessica Cowles, Legislative and Policy Analyst in the City of Annapolis Office of Law at [JCCowles@annapolis.gov](mailto:JCCowles@annapolis.gov).

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**CITY COUNCIL OF THE  
City of Annapolis**

**Ordinance No. O-29-13**

**Sponsors: Mayor Cohen and Alderman Pfeiffer**

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
7/8/13			10/4/13
Referred to	Referral Date	Meeting Date	Action Taken
Economic Matters	7/8/13		

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**AN ORDINANCE** concerning  
**Refillable Container Licenses and  
Requirements for Resident Licensees**

**FOR** the purpose of creating a refillable container license; authorizing the Alcoholic Beverage Control Board to issue the license to a holder of certain classes of alcoholic beverages licenses; specifying that a holder of the license may sell draft beer for consumption off the licensed premises in refillable containers; requiring a refillable container to meet certain requirements; requiring an applicant for the license to complete a certain form and pay a certain fee; authorizing residents of Anne Arundel County to serve as resident licensees for licenses issued in the City of Annapolis; requiring the Alcoholic Beverage Control Board to adopt certain regulations.

**BY** repealing and re-enacting with amendments the following portions of the Code of the City of Annapolis, 2012 Edition:

- Section 7.12.010
- Section 7.12.120
- Section 7.12.270

**BY** adding to the following portions of the Code of the City of Annapolis, 2012 Edition

- Section 7.12.335

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

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37

1 **7.12.010 - Definitions.**

2 For the purposes of this chapter, the following words and phrases have the meanings  
3 indicated:

4 A. "Alcoholic beverage" means alcohol, brandy, whiskey, rum, gin, beer, ale, porter, stout,  
5 wine and cider, and in addition, any spirituous, vinous, malt or fermented liquor, liquids  
6 and compounds, by whatever name called, containing one-half of one percent or more  
7 of alcohol by volume, which are fit for beverage purposes. "Alcoholic beverage" does  
8 not include (1) wine and cider manufactured for home consumption and which are not  
9 sold for the maker or manufacturer, nor by the maker or manufacturer; and (2) alcohol  
10 used exclusively for the manufacture of medicinal, antiseptic or toilet preparations,  
11 flavoring extracts and other preparations unfit for beverages.

12 B. "Club" means an association or corporation which is organized and operated  
13 exclusively for education, social, fraternal, charitable, civic, political, patriotic or athletic  
14 purposes, and not for profit.

15 C. "Hotel" means any establishment for the accommodation of the public equipped with  
16 not less than twenty bedrooms, containing not less than one bed in each room, with  
17 sufficient covering for each bed, and one room with toilet and bathing facilities for each  
18 seven bedrooms, and containing a restaurant as defined by this section.

19 D. "REFILLABLE CONTAINER" MEANS A JUG OR OTHER VESSEL USED TO  
20 TRANSPORT DRAFT BEER.

21 [D]E. "Restaurant" means any lunchroom, café or other establishment located in a  
22 permanent building with ample space and accommodations in which hot meals  
23 habitually are prepared, sold and served to the public during the hours it is open  
24 regularly for business. It shall be equipped with a public dining room with sufficient  
25 tables, chairs, cutlery and glassware to serve the meals prepared, and with a kitchen  
26 having complete facilities and utensils for preparing and serving hot and cold meals to  
27 the public. Each restaurant shall maintain a menu or card advertising the serving of a  
28 variety of hot meals. There shall be maintained on the premises at all times sufficient  
29 food to fill orders made from the menus. No drugstore or grocery store shall be  
30 construed to be a restaurant.

31 [E]F. "Tavern" means any properly licensed premises used and operated primarily for  
32 the sale of alcoholic beverages; provided, however, that nuts, pretzels, potato chips,  
33 sausages, sandwiches, salads and other foodstuffs generally associated with taverns  
34 may be sold and consumed in taverns.

35 [F]G. "Wine bar" means any properly licensed premises used and operated for the sale of  
36 wine and to a lesser extent the sale of beer; provided, however, light fare generally  
37 associated with wine bars may be sold and consumed in wine bars.

38

39 **7.12.120 - License—Application.**

40 A. Every individual, partnership or corporation applying for a license to sell alcoholic  
41 beverages in the City shall file an application for a license. The application for the license  
42 shall conform with the requirements of Article 2B of the Annotated Code of Maryland and,  
43 for two years next preceding the filing of the application, the applicant shall have been a

1 resident, a taxpayer and a registered voter of the City AND/OR ANNE ARUNDEL  
2 COUNTY.

3 B. Plans or drawings:

4 1. In the case of a new enterprise, the application for any class of beer license, beer and  
5 light wine license and beer, wine and liquor license shall be accompanied by an  
6 architect's plans or drawings of the building, premises and lot for which a license is  
7 applied. The plans or drawings shall include all exterior as well as interior features of  
8 the building, including but not limited to the location where the food and beverages will  
9 be prepared and served and all other accommodations of the building, including the  
10 types of material to be used and signs to be posted. In the case of off-sale and  
11 distributor licenses, the locations of storage and sales shall be included. The license, if  
12 granted, shall not become effective until the building is completed in accordance with  
13 the filed plans.

14 2. The application for the transfer of an existing beer, beer and light wine or beer, wine  
15 and liquor license shall not require the submission of an architect's plans or drawings.

16 C. Every application for a new or transfer of an existing alcoholic beverage license shall be  
17 accompanied by a nonrefundable fee of two hundred dollars. In addition, the applicant shall  
18 pay all advertising fees necessary for publication.

19 D. APPLICATION FOR REFILLABLE CONTAINER LICENSE:

20 1. EVERY APPLICANT FOR A CLASS OF LICENSE THAT PERMITS THE SALE OF  
21 DRAFT BEER IN REFILLABLE CONTAINERS SHALL:

22 A. COMPLETE THE FORM THAT THE ALCOHOLIC BEVERAGE CONTROL  
23 BOARD PROVIDES; AND

24 B. PAY AN ANNUAL LICENSE FEE SET BY RESOLUTION OF THE CITY  
25 COUNCIL BASED UPON WHETHER THE APPLICANT HOLDS A LICENSE  
26 WITH AN OFF-SALE PRIVILEGE AT THE TIME OF APPLICATION.

27 2. EVERY APPLICANT FOR A CLASS OF LICENSE THAT PERMITS THE SALE OF  
28 DRAFT BEER IN REFILLABLE CONTAINERS WHOSE LICENSE, AT THE TIME OF  
29 APPLICATION, DOES NOT INCLUDE AN OFF-SALE PRIVILEGE SHALL MEET THE  
30 SAME ADVERTISING, POSTING OF NOTICE AND PUBLIC HEARING REQUIREMENTS  
31 AS THOSE FOR THE LICENSE THAT THE APPLICANT HOLDS AT THE TIME OF  
32 APPLICATION.

33  
34 **7.12.335 – ADDITIONAL LICENSE CLASS - REFILLABLE CONTAINER LICENSE**

35 A. THE ALCOHOLIC BEVERAGE CONTROL BOARD MAY ISSUE TO CLASS A, CLASS  
36 B AND CLASS D LICENSE HOLDERS A CLASS OF LICENSE THAT AUTHORIZES  
37 REFILLABLE CONTAINERS. THE SUFFIX ".G" SHALL INDICATE THAT A LICENSE  
38 PERMITS THE SALE OF DRAFT BEER IN REFILLABLE CONTAINERS.

39 B. SUBJECT TO PARAGRAPH C. OF THIS SECTION, THE CLASSES OF LICENSE  
40 AUTHORIZING THE SALE OF DRAFT BEER IN REFILLABLE CONTAINERS ENTITLE THE  
41 LICENSE HOLDER TO SELL, FOR CONSUMPTION OFF THE LICENSED PREMISES,  
42 DRAFT BEER IN REFILLABLE CONTAINERS WITH A CAPACITY OF NOT LESS THAN 32  
43 OUNCES AND NOT MORE THAN 128 OUNCES.

1 C. TO BE USED AS A REFILLABLE CONTAINER UNDER PARAGRAPH B. OF THIS  
2 SECTION, A CONTAINER SHALL:

- 3 1. BE SEALABLE;
- 4 2. BE BRANDED WITH AN IDENTIFYING MARK OF A LICENSE HOLDER;
- 5 3. BEAR THE FEDERAL HEALTH WARNING STATEMENT REQUIRED FOR  
6 CONTAINERS OF ALCOHOLIC BEVERAGES UNDER 27 C.F.R. 16.21;
- 7 4. DISPLAY INSTRUCTIONS FOR CLEANING THE CONTAINER; AND
- 8 5. BEAR A LABEL STATING THAT:
  - 9 A. CLEANING THE CONTAINER IS THE RESPONSIBILITY OF THE  
10 CONSUMER; AND
  - 11 B. THE CONTENTS OF THE CONTAINER ARE PERISHABLE, SHOULD  
12 BE REFRIGERATED IMMEDIATELY, AND SHOULD BE CONSUMED  
13 WITHIN 48 HOURS AFTER PURCHASE.

14 D. THE TERM OF A REFILLABLE CONTAINER LICENSE ISSUED TO A SUCCESSFUL  
15 APPLICANT SHALL BE THE SAME AS THE TERM OF THE LICENSE THAT THE  
16 APPLICANT HOLDS AT THE TIME OF APPLICATION.

17 E. THE HOURS OF SALE FOR A REFILLABLE CONTAINER LICENSE SHALL BEGIN AT  
18 THE SAME TIME AS THE HOURS FOR THE LICENSE ALREADY HELD BY THE  
19 LICENSE HOLDER AND SHALL END AT MIDNIGHT.

20 F. A LICENSE HOLDER MAY REFILL ONLY A REFILLABLE CONTAINER THAT WAS  
21 BRANDED BY A LICENSE HOLDER.

22 G. THE ALCOHOLIC BEVERAGE CONTROL BOARD SHALL ADOPT REGULATIONS TO  
23 CARRY OUT THIS SECTION.

24 **7.12.280 - Fees.**

25 After approval of the license applied for under the provisions of this chapter, the applicant  
26 shall pay to the City Clerk the sum of money as established by resolution of the City Council.

27  
28 **SECTION II: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS**  
29 **CITY COUNCIL** that this Ordinance shall take effect from the date of its passage.

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32 **ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

33  
34  
ATTEST:

THE ANNAPOLIS CITY COUNCIL

BY \_\_\_\_\_

\_\_\_\_\_  
Regina C. Watkins-Eldridge, MMC, City  
Clerk

\_\_\_\_\_  
Joshua J. Cohen, Mayor

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**EXPLANATION**

CAPITAL LETTERS indicate matter added to existing law.  
[brackets] indicate matter stricken from existing law.  
Underlining indicates amendments.

## **Policy Report**

### **Ordinance O-29-13**

#### **Refillable Container Licenses and Requirements for Resident Licensees**

This ordinance proposes to revise the City Code, Chapter 7.12, to implement changes made to Article 2B of the Annotated Code of Maryland by the General Assembly during the past legislative session. Specifically, the ordinance creates classes of ABC licenses that permit the sale of draft beer in refillable containers, and it expands the pool of potential resident licensees to include not only Annapolis residents but also residents who reside in other parts of Anne Arundel County. The ordinance is consistent with Resolution R-8-13, in which the City Council expressed its support for refillable container legislation then pending before the Maryland General Assembly, and with Resolution R-36-12, in which the City Council requested that all Anne Arundel County residents be included within the pool of potential resident licensees.

Prepared by Jessica Cowles, Legislative and Policy Analyst in the City of Annapolis Office of Law at 410.263.1184 or [JCCowles@annapolis.gov](mailto:JCCowles@annapolis.gov).

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**CITY COUNCIL OF THE  
City of Annapolis**

**Ordinance No. O-30-13**

**Sponsors: Mayor Cohen**

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
7/8/13			10/4/13
Referred to	Referral Date	Meeting Date	Action Taken
Finance	7/8/13		
Financial Advisory Commission	7/8/13		

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**Issuance of General Obligation Refunding Revenue Bonds**

12 **AN ORDINANCE** concerning the issuance of not to exceed Twenty-Five Million Dollars  
13 (\$25,000,000) aggregate principal amount of general obligation refunding revenue bonds (the  
14 "Refunding Bonds") of the City of Annapolis (the "City") for the purpose of refunding the City's  
15 Special Obligation Bonds (Park Place Project), Series 2005A and 2005B (the "Series 2005  
16 Bonds"), which Series 2005 Bonds financed (a) costs of the public portion of the Park Place  
17 garage, which public portion consists of 680 spaces for parking by the general public, and  
18 related infrastructure improvements, located at the intersection of West Street and Taylor  
19 Avenue, as part of a mixed-use project which includes (1) a full-service hotel, (2) two office  
20 buildings, (3) approximately 208 residential condominiums, (4) the site for a performance hall,  
21 and (5) a clock tower structure, (b) a reserve fund and capitalized interest for the Series 2005  
22 Bonds, and (c) costs of issuance of the Series 2005 Bonds; providing that the Refunding Bonds  
23 shall be issued pursuant to the Tax Increment Financing Act (being Sections 12-201 through 12-  
24 213, inclusive, of the Economic Development Article of the Annotated Code of Maryland), the  
25 Special Tax District Act (being Section 44A of Article 23A of the Annotated Code of Maryland)  
26 and Section 24 of Article 31 of the Annotated Code of Maryland; providing that the Refunding  
27 Bonds shall be secured by a pledge of the security and revenues pledged to the payment of the  
28 Series 2005 Bonds (i.e., the Tax Increment Revenues, the Garage Net Operating Income and  
29 the Special Tax, all as defined in the Indenture (hereinafter defined)) and by a pledge of the full  
30 faith and credit of the City subordinate to the pledge of the Tax Increment Revenues, the  
31 Garage Net Operating Income and the Special Tax so that the Refunding Bonds shall be a  
32 general obligation of the City; authorizing the Mayor of the City (the "Mayor") to take such  
33 actions as shall be necessary or desirable in connection with the issuance and sale of the  
34 Refunding Bonds, including (without limitation) approving a supplement to the Indenture of Trust  
35 dated as of January 1, 2005 between the City and Manufacturers and Traders Trust Company,  
36 as trustee (the "Indenture"), providing for the sale of the Refunding Bonds at public or private  
37 (negotiated) sale, establishing the interest rate or rates for the Refunding Bonds, and approving

1 the price at which the Refunding Bonds are sold to the purchasers thereof; covenanting to levy  
2 and collect all taxes necessary to provide for the payment of the principal of and interest on the  
3 Refunding Bonds; generally providing for and determining various matters relating to the  
4 issuance, sale and delivery of the Refunding Bonds; and providing that this Ordinance  
5 supplements and amends Ordinance No. O-14-01, adopted on May 14, 2001.  
6

## 7 **RECITALS**

8

9 On February 18, 2005, the City of Annapolis (the "City") issued and sold its City of Annapolis  
10 Special Obligation Bonds (Park Place Project), Series 2005A, in the aggregate principal amount  
11 of \$18,560,000 (the "Series 2005A Bonds") and its City of Annapolis Special Obligation Bonds  
12 (Park Place Project), Series 2005B (the "Series 2005B Bonds" and collectively, with the Series  
13 2005A Bonds, the "Series 2005 Bonds").  
14

15 The Series 2005 Bonds were issued pursuant to and in accordance with (a) the Tax Increment  
16 Financing Act (then Sections 14-201 to 14-214, inclusive, of Article 41 of the Annotated Code of  
17 Maryland and now recodified as Sections 12-201 to 12-213, inclusive, of the Economic  
18 Development Article of the Annotated Code of Maryland) (the "Tax Increment Financing Act"),  
19 (b) Section 44A of Article 23A of the Annotated Code of Maryland (the "Special Tax District  
20 Act"), (c) Resolution No. R-8-01 of the City Council (the "City Council") of the City, adopted on  
21 May 14, 2001 (the "Original Resolution"), (d) Ordinance No. O-14-01 of the City, adopted on  
22 May 14, 2001 (the "Original Ordinance"), (e) Resolution No. R-22-04 of the City Council,  
23 adopted on December 13, 2004 (the "Supplemental Resolution" and collectively with the  
24 Original Resolution, the "Resolution") and (f) the Indenture of Trust dated as of February 1, 2005  
25 (the "Indenture") between the City and Manufacturers and Traders Trust Company, as trustee  
26 (the "Trustee").  
27

28 The proceeds of the Series 2005 Bonds were applied as provided in the Original Ordinance and  
29 the Indenture (a) to finance the costs of a portion of a mixed-use garage containing 680 parking  
30 spaces (the "Public Garage Unit"), together with related (i) drive aisles, ramps and walkways; (ii)  
31 garage roof; (iii) general excavation and miscellaneous site work; (iv) paving and lighting; (v)  
32 land; (vi) planning, engineering, architectural, financial consultancy and legal expenses; and (vii)  
33 the relocation and construction of certain public utilities and improvement related to the Park  
34 Place Development; (b) to make a deposit to the Reserve Fund under the Indenture; (c) to pay a  
35 portion of capitalized interest on the Series 2005 Bonds; (d) to pay administrative costs related  
36 to the Series 2005 Bonds and the Park Place Development District and Special Tax District, as  
37 more particularly described in the Original Ordinance (the "District"); and (e) to pay costs of  
38 issuing the Series 2005 Bonds.  
39

40 The Series 2005 Bonds are secured by: (i) the proceeds of tax collections by the City and by  
41 Anne Arundel County, Maryland (the "County"), arising from taxation of the increase, if any, in  
42 the appraised value of real property located in the District over an original assessable base  
43 exclusive of amounts payable to the State of Maryland (the "Tax Increment Revenues"); (ii) to  
44 the extent the Tax Increment Revenues are insufficient, Garage Net Operating Income (as  
45 defined in the Indenture) deposited into the Garage Net Operating Income Fund established  
46 under the Indenture; and (iii) to the extent that the Tax Increment Revenues and the Garage Net  
47 Operating Income deposited into the Garage Net Operating Income Fund are insufficient, the  
48 special tax (the "Special Tax") to be levied on the taxable parcels within the District. However,  
49 the Special Tax shall be levied in any given year only if the Tax Increment Revenues and the  
50 Garage Net Operating Income, as adjusted, are insufficient to cover debt service on the Series

1 2005 Bonds, pay administrative costs related to the Series 2005 Bonds and the District, or  
2 maintain any funds under the Indenture.

3  
4 The County, pursuant to Resolution No. 39-04, adopted by the County Council of Anne Arundel  
5 County, Maryland on December 6, 2004 and approved by the County Executive on December  
6 10, 2004 (the "County Resolution") provided for the transfer and deposit into the Tax Increment  
7 Fund established under the Indenture of Tax Increment Revenues levied and collected by the  
8 County pursuant to a Contribution Agreement, dated as of January 1, 2005 (the "Contribution  
9 Agreement"), by and between the City and the County.

10  
11 The District was created as a "development district" pursuant to the Tax Increment Financing  
12 Act by the Original Resolution, which also establishes the District as a "special taxing district"  
13 pursuant to the Special Tax District Act.

14  
15 The Original Ordinance provides that the authority to issue the Series 2005 Bonds is intended to  
16 and shall include the authority to issue refunding bonds. In addition, Section 24 of Article 31 of  
17 the Annotated Code of Maryland, as amended (the "Refunding Act"), provides that a municipal  
18 corporation which has power under any public general or public local law to borrow money and  
19 to evidence the borrowing by the issuance of its general obligation bonds, revenue bonds or  
20 other evidences of obligation by whatever name known or source of funds secured, may issue  
21 bonds for the purpose of refunding any of its bonds then outstanding, including the payment of  
22 any redemption premium and any interest accrued or to accrue to the date of redemption,  
23 purchase or maturity of the bonds or other obligations.

24  
25 Refunding bonds may be issued under the authority of the Refunding Act for the public purpose  
26 of (1) realizing savings to the issuer in the aggregate cost of debt service on either a direct  
27 comparison or present value basis; or (2) debt restructuring that: (i) in the aggregate effects  
28 such a reduction in the cost of debt service, or (ii) is determined by the governing body to be in  
29 the best interest of the issuer, to be consistent with the issuer's long-term financial plan, and to  
30 realize a financial objective of the issuer including, improving the relationship of debt service to  
31 a source of payment such as taxes, assessments, or other charges.

32  
33 The Refunding Act further provides that (a) the power to issue refunding bonds under such  
34 section shall be deemed additional and supplemental to the issuer's existing borrowing power,  
35 and (b) the procedures for the issuance of refunding bonds shall be the same as those  
36 applicable to the bonds or other obligations being refunded, except that refunding bonds may be  
37 sold on a negotiated basis without solicitation of bids if the issuer determines in a public meeting  
38 that such procedure is in the public interest.

39  
40 The Series 2005 Bonds are special obligations of the City rather than general obligations and  
41 are not secured by the full faith and credit of the City. However, the Tax Increment Financing  
42 Act expressly provides that an issuer may pledge its full faith and credit to pay bonds issued  
43 under the Tax Increment Financing Act.

44  
45 The City has now determined that (a) debt service savings on a direct comparison and a  
46 present-value basis can be achieved by refunding all or a portion of the Series 2005 Bonds in  
47 the manner provided in this Ordinance and that such refunding is in the best interest of the City  
48 and is consistent with the City's long-term financial plan; and (b) it is also in the best interest of  
49 the City to pledge its full faith and credit as security for bonds to be issued to refund the Series  
50 2005 Bonds, provided that such pledge shall be subordinate to the pledge of the Tax Increment  
51 Revenues, the Garage Net Operating Income and the Special Tax.

1  
2 The general obligation refunding revenue bonds to be issued to refund the Series 2005 Bonds  
3 will be issued and secured pursuant to the provisions of the Tax Increment Financing Act  
4 governing tax increment bond financing, the Special Tax District Act governing special taxing  
5 district bond financings and the Refunding Act.  
6

7 **NOW THEREFORE, IN ACCORDANCE WITH THE TAX INCREMENT FINANCING ACT, THE**  
8 **SPECIAL TAXING DISTRICT ACT AND THE REFUNDING ACT, BE IT ENACTED BY THE**  
9 **ANNAPOLIS CITY COUNCIL (THE “CITY COUNCIL”), THAT:**

- 10  
11 1.
- 12 a. The Recitals to this Ordinance (the “Recitals”) are deemed a substantive part of  
13 this Ordinance and are incorporated by reference herein, and capitalized terms  
14 defined in the Recitals and used herein shall have the meaning given to such  
15 terms in the Recitals, unless the context clearly requires a contrary meaning.  
16
  - 17 b. The words and terms used in this Ordinance that are defined in the Special Tax  
18 District Act, the Tax Increment Financing Act, the Refunding Act, the Original  
19 Ordinance, the Resolution or the Indenture shall have the meanings indicated in  
20 the Special Tax District Act, the Tax Increment Financing Act, the Refunding Act,  
21 the Original Ordinance, the Resolution and the Indenture, as the case may be,  
22 unless the context clearly requires a contrary meaning.  
23
  - 24 c. The findings and determinations set forth in Section 2 of the Resolution are  
25 hereby ratified and confirmed with respect to the subject matter of the Original  
26 Ordinance and this Ordinance and the issuance of Bonds (as defined in the  
27 Original Ordinance) provided for herein.  
28
  - 29 d. By the adoption of the Resolution, the City took all necessary action  
30 contemplated by the Tax Increment Financing Act to provide for the segregation  
31 and deposit in the Tax Increment Fund of that portion of the taxes representing  
32 the levy of the Tax Increment on properties located in the District, and by this  
33 Ordinance the City hereby reiterates its pledge and covenants to so levy, collect  
34 and segregate such revenues for the benefit of the holders of the Bonds.  
35
- 36 2. Acting pursuant to the Special Tax District Act, the Tax Increment Financing Act, the  
37 Refunding Act, the Original Ordinance and the Resolution, it is hereby found and  
38 determined that (a) the issuance of general obligation revenue bonds for the purpose of  
39 refunding all or a portion of the Series 2005 Bonds accomplishes the public purposes of  
40 the Special Tax District Act, the Tax Increment Financing Act, the Refunding Act, the  
41 Original Ordinance and the Resolution; (b) pursuant to this Ordinance and the Original  
42 Ordinance, the City has complied with Section 2-203 of the Tax Increment Financing Act  
43 and with the provisions of subsections (e) and (g) of the Special Tax District Act; and (c)  
44 the District, which in the aggregate consists of 11.05 acres, more or less, and all  
45 adjoining roads, highways, alleys, rights of way, parks and other similar property forms a  
46 contiguous area and has been designated by the Original Ordinance as a “development  
47 district” pursuant to Section 14-206 of the Tax Increment Financing Act (as then in  
48 effect) and a “special taxing district” pursuant to Section 44A(e) of the Special Tax  
49 District Act.  
50

- 1       3. The City hereby covenants to levy the Special Tax in rate and amount at least sufficient  
2       in each year in which any of the Series 2005 Bonds, any of the Refunding Bonds  
3       (hereinafter defined), and/or any other Bonds are outstanding to provide for the payment  
4       of the principal of and interest on the Series 2005 Bonds, the Refunding Bonds or any  
5       other Bonds to the extent of any deficiency in (1) the Tax Increment Fund and (2) the net  
6       operating revenues derived by the City from the operation of the parking garage (such  
7       net operating revenues being defined in the Indenture) (the "Garage Net Operating  
8       Revenues") and to provide for the payment of City expenses, to the extent such  
9       expenses are not otherwise provided for, as provided in Section 12 of the Resolution.  
10      The Special Tax also may be levied with respect to any other refunding bonds issued  
11      under the Special Tax District Act pursuant to the provisions of an ordinance or  
12      resolution enacted or adopted by the City in connection with the issuance of such other  
13      refunding bonds.  
14  
15      4. Pursuant to the provisions of the Resolution in accordance with the Tax Increment  
16      Financing Act, so long as any Bonds remain outstanding, the City shall deposit into the  
17      Tax Increment Fund all real property taxes received by the City for any Tax Year after  
18      the effective date of the Resolution equal to that portion of the taxes payable to the City  
19      representing the levy on the Tax Increment (as defined in the Resolution) that would  
20      normally be paid to the City, together with all amounts received from the County  
21      representing the levy on the tax increment that would normally be paid to the County, in  
22      accordance with the procedures heretofore established by the County. Notwithstanding  
23      the preceding sentence, the City Council may provide for the use of certain monies in  
24      the Tax Increment Fund in compliance with Section 8 of the Resolution and the related  
25      provisions of the Tax Increment Financing Act. Monies in the Tax Increment Fund shall  
26      be pledged to the payment of the Bonds other than those amounts withdrawn as  
27      permitted by the preceding sentence; provided, however, that the monies in the Tax  
28      Increment Fund may also be pledged by the City for the payment of additional bonds  
29      issued by the City under the Tax Increment Financing Act and other authority, if  
30      applicable, relating to the public infrastructure improvements described in the Original  
31      Ordinance or other projects subject to the provisions of the Indenture. The City hereby  
32      covenants to comply with Section 8 of the Resolution while any Bonds remain  
33      outstanding.  
34  
35      5. The general obligation refunding revenue bonds authorized to be issued hereunder (the  
36      "Refunding Bonds") may be issued in an aggregate principal amount not to exceed  
37      Twenty-Five Million Dollars (\$25,000,000) with a rate or rates of interest which shall not  
38      exceed five percent (5.00%) per annum and shall be and constitute "Bonds" under the  
39      Original Ordinance and "Additional Bonds" under the Indenture. The proceeds of the  
40      Refunding Bonds will be utilized solely to refund all or a portion of the Series 2005  
41      Bonds, to establish a debt service reserve fund, and to pay costs related to the issuance  
42      of the Refunding Bonds as permitted pursuant to the provisions of the Special Tax  
43      District Act, the Tax Increment Financing Act and the Refunding Act. The Refunding  
44      Bonds shall be issued as "Additional Bonds" under and pursuant to the provisions of the  
45      Indenture and may be issued at any time or from time to time in one or more series; and  
46      each issue or series of the Refunding Bonds shall be identified by the year of issue or by  
47      some other or additional appropriate designation.

48  
49      The proceeds of the Refunding Bonds which will be used to refund all or a portion of the  
50      Series 2005 Bonds, shall be used to purchase direct obligations of, or obligations the  
51      principal of and interest on which are unconditionally guaranteed by, the United States of

1 America or certificates of deposit or time deposits fully collateralized by direct obligations  
2 of, or obligations the principal of and the interest on which are unconditionally  
3 guaranteed by, the United States of America in such amounts and maturing at stated  
4 fixed prices as to principal and interest at such times so that sufficient moneys will be  
5 available from such maturing principal and interest, together with any initial cash deposit,  
6 to pay at maturity or redeem, as the case may be, the refunded Series 2005 Bonds, to  
7 pay any applicable redemption premiums, and to pay interest when due on the Series  
8 2005 Bonds. Such portion of the net proceeds of the Refunding Bonds will be deposited  
9 in trust with the escrow deposit agent for the Refunding Bonds, pursuant to an escrow  
10 deposit agreement. The Mayor is hereby authorized to appoint an escrow deposit agent  
11 for the Refunding Bonds.  
12

13 6. The Refunding Bonds will be payable, first, from the amounts levied and deposited in the  
14 Tax Increment Fund created pursuant to the Tax Increment Financing Act and the  
15 Resolution; second, from the Garage Net Operating Revenues pledged by the City  
16 pursuant to the Indenture; third, to the extent the Tax Increment Fund and Garage Net  
17 Operating Revenues do not provide monies in an amount sufficient for payment of debt  
18 service on such Refunding Bonds and to the extent amounts are required for deposit in  
19 funds and accounts created within the Indenture to replenish deficiencies therein or are  
20 required to pay certain other expenses described in the Resolution, from the Special Tax  
21 to be levied and deposited in the Special Tax Fund; and fourth, to the extent the Tax  
22 Increment Fund, the Garage Net Operating Revenues and the Special Tax do not  
23 provide monies in an amount sufficient for payment of debt service on such Refunding  
24 Bonds and to the extent amounts are required for deposit in funds and accounts created  
25 within the Indenture to replenish deficiencies therein or are required to pay certain other  
26 expenses described in the Resolution, from the City pursuant to its general obligation  
27 pledge hereunder. Provisions may be made for municipal bond insurance or any other  
28 type of financial guaranty of the Refunding Bonds, if applicable.  
29

30 7. The Refunding Bonds authorized to be issued hereunder are a general obligation of the  
31 City and a pledge of the City's full faith and credit and taxing power in addition to the  
32 pledge of the levy of the Special Tax and the pledge of the levy of the Tax Increment as  
33 set forth in the Resolution and the pledge of the Garage Net Operating Revenues.  
34

35 8. The Refunding Bonds shall be executed in the name of the City and on its behalf by the  
36 Mayor, by manual or facsimile signature, the corporate seal of the City or a facsimile  
37 thereof shall be impressed or otherwise reproduced thereon and attested by the City  
38 Clerk of Annapolis (the "City Clerk") by manual or facsimile signatures and the Bonds  
39 shall be authenticated by the Trustee as may be required by law. The supplemental  
40 indenture to be entered into between the City and the Trustee and, where applicable, all  
41 other documents as the Mayor deems necessary to effectuate the issuance, sale and  
42 delivery of the Refunding Bonds of any series, shall be executed in the name of the City  
43 and on its behalf by the Mayor by manual signature, and the corporate seal of the City or  
44 a facsimile thereof shall be impressed or otherwise reproduced thereon and attested by  
45 the City Clerk by manual signature. If any officer whose signature or countersignature or  
46 a facsimile of whose signature or countersignature appears on the Refunding Bonds of  
47 any series or any of the aforesaid documents ceases to be such officer before the  
48 delivery of the Refunding Bonds of such series or any of the other aforesaid documents,  
49 such signature or countersignature or such facsimile shall nevertheless be valid and  
50 sufficient for all purposes, the same as if such officer had remained in office until  
51 delivery. The Mayor, the City Clerk and other officials of the City are hereby authorized

1 and empowered to do all such acts and things and execute such documents and  
2 certificates as the Mayor may determine to be necessary to carry out and comply with  
3 the provisions of this Ordinance, subject to the limitations set forth in the Special Tax  
4 District Act, the Tax Increment Financing Act, the Refunding Act and this Ordinance.  
5

6 9. In order to provide for the payment of principal of and interest on the Refunding Bonds  
7 hereby authorized when due, there shall be appropriated in the next ensuing fiscal year  
8 of Annapolis and in each fiscal year thereafter, so long as any of the Refunding Bonds  
9 are outstanding and unpaid, or until sufficient funds had been accumulated and  
10 irrevocably set aside under the Indenture for the purpose under the Indenture, an  
11 amount sufficient (together with the Tax Increment, the Garage Net Operating  
12 Revenues, the Special Tax and other available funds under the Indenture) to meet the  
13 debt service on the Refunding Bonds coming due in such fiscal year and there shall be  
14 levied ad valorem taxes upon all property within the corporate limits of the City subject to  
15 assessment for full City taxes, in rate and amount sufficient in each such year to fund  
16 such appropriations and to provide (together with the Tax Increment, the Garage Net  
17 Operating Revenues, the Special Tax and other available funds under the Indenture) for  
18 the payment when due of the principal of and interest on all of the Refunding Bonds  
19 maturing in each such fiscal year. In the event the proceeds from the taxes so levied in  
20 each such fiscal year shall prove inadequate for the above purposes, additional taxes  
21 shall be levied in the subsequent fiscal year to make up any deficiency.  
22

23 10. The Refunding Bonds shall be sold by public or private negotiated sale upon such terms  
24 (at, above, or below par) and conditions as the Mayor shall approve. The City Council  
25 deems it to be in the best interest of the City to authorize the Mayor to approve the  
26 manner of sale and the terms of the Refunding Bonds, within the limitations of the  
27 Special Tax District Act, the Tax Increment Financing Act, the Refunding Act, the  
28 Original Ordinance and this Ordinance.  
29

30 11. Subject to the provisions of this Ordinance, the Mayor may by executive order:

31  
32 a. prescribe the form, tenor, terms and conditions of and security for the Refunding  
33 Bonds;

34  
35 b. prescribe the principal amounts, rate or rates of interest (or the method or  
36 methods for determining the rate or rates of interest, which method may include,  
37 without limitation, periodic adjustment to the interest rate) which shall not exceed  
38 five percent (5.00 %) per annum, premiums, if any, denominations, date, maturity  
39 or maturities (within the limits prescribed in the Special Tax District Act, the Tax  
40 Increment Financing Act and the Refunding Act), and the time and place or  
41 places of payment of the Refunding Bonds, and the terms and conditions and  
42 details under which the Refunding Bonds may be called for redemption prior to  
43 their stated maturities;

44  
45 c. approve the form and contents of, and provisions for the execution and delivery  
46 of, such financing or other documents that are not otherwise specifically identified  
47 in the Original Ordinance, this Ordinance or the Resolution, and any  
48 amendments, modifications or supplements thereto, as the Mayor shall deem  
49 necessary or desirable to evidence, secure or effectuate the issuance, sale and  
50 delivery of the Refunding Bonds, including, without limitation, any supplemental  
51 indenture, any amendment to the Contribution Agreement, agreements with

1 consultants to or agents of the City with respect to the District or the Refunding  
2 Bonds, any continuing disclosure agreement, fee agreements, funding  
3 agreements, investment agreements, security agreements, assignments,  
4 guarantees, financing agreements or escrow agreements;

5  
6 d. provide for the creation of security for the Refunding Bonds and provision for the  
7 administration of the Refunding Bonds including, without limitation, the  
8 appointment of such trustees, escrow agents, fiscal agents, administrators of the  
9 District, paying agents, registrars, rebate monitors or other agents as the Mayor  
10 shall deem necessary or desirable to effectuate the transactions authorized  
11 hereby;

12  
13 e. prepare and distribute, in conjunction with the underwriter, if any, for the  
14 Refunding Bonds, both a preliminary and a final official statement or other similar  
15 offering document in connection with the sale of the Refunding Bonds, if such  
16 preliminary official statement and final official statement or other similar offering  
17 document are determined to be necessary or desirable for the sale of the  
18 Refunding Bonds;

19  
20 f. determine the manner of sale of the Refunding Bonds, which may be either at  
21 public or private (negotiated) sale, the identity of the underwriter or placement  
22 agent for the Refunding Bonds, if any, or the purchaser or purchasers of the  
23 Refunding Bonds, and the form and contents of, and provisions for the execution  
24 and delivery of, any contract or contracts for the purchase and sale of the  
25 Refunding Bonds (or any portion thereof);

26  
27 g. determine the time of execution, issuance, sale and delivery of the Refunding  
28 Bonds and prescribe any and all other details of the Refunding Bonds;

29  
30 h. provide for the direct or indirect payment of all costs, fees and expenses incurred  
31 by or on behalf of the City in connection with the issuance, sale and delivery of  
32 the Refunding Bonds, including (without limitation) costs of printing (if any) and  
33 issuing the Refunding Bonds, the funding of reserves, legal expenses (including  
34 the fees of bond counsel) and compensation to any person performing services  
35 by or on behalf of the City in connection therewith; and

36  
37 i. do any and all things necessary, proper or expedient in connection with the  
38 issuance, sale and delivery of the Refunding Bonds in order to accomplish the  
39 legislative policy of the Special Tax District Act, the Tax Increment Financing Act,  
40 the Refunding Act and the public purposes of this Ordinance, subject to the  
41 limitations set forth in the Special Tax District Act and the Tax Increment  
42 Financing Act and any limitations prescribed in this Ordinance.

43  
44 12. The provisions hereinafter set forth in this Section shall be applicable only with respect  
45 to the Refunding Bonds of any series issued and sold hereunder on the basis that the  
46 interest on such Refunding Bonds will be excludable from gross income for federal  
47 income tax purposes.

48  
49 The Mayor and the Finance Director shall be the officers of the City responsible for the  
50 issuance of any Refunding Bonds hereunder within the meaning of the Arbitrage  
51 Regulations (defined herein). The Mayor and the Finance Director shall also be the

1 officers of the City responsible for the execution and delivery (on the date of issuance of  
2 the Refunding Bonds) of a Tax Certificate and Compliance Agreement of the City (the  
3 "Tax Certificate") which complies with the requirements of Section 148 of the Internal  
4 Revenue Code of 1986, as amended ("Section 148"), and the applicable regulations  
5 thereunder (the "Arbitrage Regulations"), and such officials are hereby authorized and  
6 directed to execute the Tax Certificate and to deliver the same to bond counsel on the  
7 date of the issuance of the Refunding Bonds.  
8

- 9 a. The City shall set forth in the Tax Certificate its reasonable expectations as to  
10 relevant facts, estimates and circumstances relating to the use of the proceeds of  
11 the Refunding Bonds, or of any moneys, securities or other obligations to the  
12 credit of any account of the City which may be deemed to be proceeds of the  
13 Refunding Bonds pursuant to Section 148 or the Arbitrage Regulations  
14 (collectively, "Refunding Bond Proceeds"). The City covenants that the facts,  
15 estimates and circumstances set forth in the Tax Certificate will be based on the  
16 City's reasonable expectations on the date of issuance of the Refunding Bonds  
17 and will be, to the best of the certifying officials' knowledge, true and correct as of  
18 that date.  
19
- 20 b. The City covenants and agrees with each of the holders of any of the Refunding  
21 Bonds that it will not make, or (to the extent that it exercises control or direction)  
22 permit to be made, any use of the Refunding Bond Proceeds which would cause  
23 the Refunding Bonds to be "arbitrage bonds" within the meaning of Section 148  
24 and the regulations thereunder which are applicable to the Bonds on the date of  
25 issuance of the Refunding Bonds and which may subsequently lawfully be made  
26 applicable to the Refunding Bonds.  
27
- 28 c. The City further covenants that it shall make such use of the proceeds of the  
29 Bonds, regulate the investment of the proceeds thereof, and take other and  
30 further actions as may be required to maintain the excludability from gross  
31 income for federal income tax purposes of interest on the Refunding Bonds. All  
32 officers, employees and agents of the City are hereby authorized and directed to  
33 take such actions, and to provide such certifications of facts and estimates  
34 regarding the amount and use of the proceeds of the Refunding Bonds, as may  
35 be necessary or appropriate from time to time to comply with, or to evidence the  
36 City's compliance with, the covenants set forth in this Section.  
37
- 38 d. The Mayor, on behalf of the City, may make such covenants or agreements in  
39 connection with the issuance of Refunding Bonds issued hereunder as he shall  
40 deem advisable in order to assure the registered owners of such Refunding  
41 Bonds that interest thereon shall be and remain excludable from gross income  
42 for federal income tax purposes, and such covenants or agreements shall be  
43 binding on the City so long as the observance by the City or any such covenants  
44 or agreements is necessary in connection with the maintenance of the exclusion  
45 of the interest on such Refunding Bonds from gross income for federal income  
46 tax purposes. The foregoing covenants and agreements may include such  
47 covenants or agreements on behalf of the City regarding compliance with the  
48 provisions of the Internal Revenue Code of 1986, as amended, as the Mayor  
49 shall deem advisable in order to assure the registered owners of such Refunding  
50 Bonds that the interest thereon shall be and remain excludable from gross  
51 income for federal income tax purposes, including (without limitation) covenants

1 or agreements relating to the investment of the proceeds of such Refunding  
2 Bonds, the payment of rebate (or payments in lieu or rebate) to the United  
3 States, limitations on the times within which, and the purposes for which, such  
4 proceeds may be expended, or the use of specified procedures for accounting for  
5 and segregating such proceeds.  
6

7 e. Notwithstanding anything in this Ordinance or the Original Ordinance to the  
8 contrary, Refunding Bonds issued and sold hereunder may be issued and sold  
9 on the basis that the interest on such Refunding Bonds will not be excludable  
10 from gross income for federal income tax purposes.  
11

12 13. This Ordinance and the question of the issuance of the Refunding Bonds hereunder  
13 shall not be submitted to a referendum of the registered voters of the City, as permitted  
14 by law, unless, within ten (10) days after the passage of this Ordinance, there shall be  
15 served upon the Mayor a notice signed by not fewer than two hundred (200) of the  
16 registered voters of Annapolis, advising that a petition for a referendum on the issuance  
17 of the Refunding Bonds is being circulated by one or more of the persons signing said  
18 notice and unless, within twenty (20) days after the delivery of such notice, there shall  
19 also be filed with the Mayor a petition or petitions requesting the holding of such a  
20 referendum, properly signed as required by the Charter of the City (the "Charter"), by not  
21 fewer than twenty-five per centum (25%) of the registered voters of the City as shown by  
22 the registered voters books of the City, maintained by the Board of Supervisors of  
23 Elections. In view of the foregoing, no action shall be taken by the City pursuant to this  
24 Ordinance for a period of ten (10) days following its passage. If, within such ten (10) day  
25 period the notice above described is filed as aforesaid, then no action shall be taken by  
26 the City pursuant to this Ordinance for a period of twenty (20) days following the filing of  
27 such notice. If, within such twenty (20) day period, a petition for referendum, as above-  
28 described, shall be filed as aforesaid, then no action shall be taken by the City under this  
29 Ordinance unless and until the Mayor shall receive written advice from the City Attorney  
30 and the Board of Supervisors of Elections that such referendum petition does not meet  
31 the requirements of the Charter or unless and until the referendum requested in such  
32 petition shall be duly held in accordance with law and the Board of Supervisors of  
33 Elections shall certify to the City that, in the election at which such referendum is held, a  
34 majority of the registered voters of the City voting on the question referred duly cast their  
35 ballots in favor of the issuance of the Refunding Bonds hereby authorized. If this  
36 Ordinance shall be ratified or approved on any such referendum, then the Mayor and  
37 City Clerk may proceed with the issuance of the Refunding Bonds hereby authorized,  
38 without further action by the City.  
39

40 14. Any approvals, authorizations, or activities provided in this Ordinance shall not  
41 constitute, be deemed to constitute, or imply that the City Council, the Mayor, or any  
42 department, office or agency of the City approves, favors, authorizes, or consents to any  
43 action or activity within or required for the development or operation of the District,  
44 including any land use approval, requirements for the provision of public utilities or  
45 services, or any administrative, judicial, quasi-judicial, or legislative action.  
46

47 15. This Ordinance shall be supplemental to and shall amend the Original Ordinance, and all  
48 references in the Original Ordinance to "this Ordinance" and all references in the  
49 Resolution to "the Ordinance" shall mean the Original Ordinance as amended and  
50 supplemented by this Ordinance.  
51

1 16. The provisions of this Ordinance shall be liberally construed in order to effectuate and  
2 carry out the purposes of and the activities authorized by the Tax Increment Financing  
3 Act, the Special Tax District Act and the Refunding Act and the matters contemplated by  
4 this Ordinance.

5  
6 17. The provisions of this Ordinance are severable, and if any provision, sentence, clause,  
7 paragraph or part hereof is held or determined to be illegal, invalid or unconstitutional or  
8 inapplicable to any person or circumstances, such illegality, invalidity or  
9 unconstitutionality or inapplicability shall not affect or impair any of the remaining  
10 provisions, sentences, clauses, paragraphs or parts of this Ordinance or their application  
11 to other persons or circumstances. It is hereby declared to be the legislative intent that  
12 this Ordinance would have been passed if such illegal, invalid, unconstitutional or  
13 inapplicable provision, sentence, clause, paragraph or part had not been included  
14 herein, and if the person or circumstances to which this Ordinance or any part hereof are  
15 inapplicable had been specifically exempted herefrom.

16  
17 18. This Ordinance shall take effect upon this Ordinance being signed by the Mayor, on or  
18 following the date of its passage by the City Council.

19  
20  
21 **ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

22  
23  
ATTEST:

THE ANNAPOLIS CITY COUNCIL

BY

\_\_\_\_\_  
Regina C. Watkins-Eldridge, MMC, City  
Clerk

\_\_\_\_\_  
Joshua J. Cohen, Mayor

24  
25  
26 **EXPLANATION**

27 CAPITAL LETTERS indicate matter added to existing law.  
28 [brackets] indicate matter stricken from existing law.  
29 Underlining indicates amendments.

**Policy Report**  
**Ordinance O-30-13**  
**Issuance of General Obligation Refunding Revenue Bonds**

*Policy Report will be available Monday July 8, 2013*

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7

**CITY COUNCIL OF THE  
City of Annapolis**

**Resolution No. R-30-13**

**Introduced by: Alderwoman Finlayson**

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
7/8/13			10/4/13
Referred to	Referral Date	Meeting Date	Action Taken
Environmental Matters	7/8/13		
Public Safety	7/8/13		
Transportation	7/8/13		

8  
9

**A RESOLUTION** concerning

10  
11  
12

**Vehicular Access to and Internal Roadways within  
Certain Property adjacent to Aris T. Allen Boulevard**

13 **FOR** the purpose of empowering the City of Annapolis to consider, and to potentially allow,  
14 vehicular access between Aris T. Allen Boulevard/Maryland 665 and certain adjacent  
15 property within the City limits as well as private roadways within said adjacent property.

16

17 **WHEREAS,** on March 10, 2003, the Annapolis City Council adopted R-13-02 Amended,  
18 "Arundel Land and Development Co., Inc. Property Annexation," for the  
19 purpose of annexing into the boundaries of the City of Annapolis certain  
20 property fronting on Aris T. Allen Boulevard (the "Arundel Land Annexation");  
21 and

22  
23 **WHEREAS,** on April 11, 2005, the Annapolis City Council adopted R-23-04 Revised,  
24 "Annexation of Bowen Property," for the purpose of annexing into the  
25 boundaries of the City of Annapolis certain property fronting on Aris T. Allen  
26 Boulevard and contiguous with the Arundel Land Annexation (the "Bowen  
27 Annexation"); and

28  
29 **WHEREAS,** the Annapolis City Council, in connection with the Arundel Land Annexation,  
30 provided in R-13-02 Amended, at Page 6, in Lines 1-2, that "Only one point of  
31 access shall be allowed to the site from Aris T. Allen Boulevard. This access  
32 point shall be the relief road right-of-way"; and

33  
34 **WHEREAS,** the Annapolis City Council, in connection with the Bowen Annexation, provided  
35 in R-23-04 Revised, at Page 6, in Lines 27-30, that "When developed, principal

1 access to the site shall be from Yawl Road through the Oxford Landing  
2 subdivision. Yawl Road is an existing public right of way which terminates at  
3 the eastern boundary of the Bowen property. No direct access to the site shall  
4 be allowed from Aris T. Allen Boulevard”, and further provided in R-23-04  
5 Revised, at Page 6, in Lines 35-36, that “When constructed, the relief road may  
6 be employed to provide a secondary point of access to this property,” and  
7 further provided in R-23-04 Revised, at Page 6, in Lines 9-11, that “All property  
8 right-of-ways shall be constructed in accordance with the City’s Standard  
9 Specifications and Details, shall be made public and shall be deeded to the  
10 City prior to the release of the infrastructure maintenance bond”; and

11  
12 **WHEREAS,** in accordance with such access limitations, a residential planned development  
13 was designed across the Arundel Land Annexation property and the Bowen  
14 Annexation property, with vehicular access routed solely through the existing  
15 Oxford Landing neighborhood via Yawl Road, and including 48 residences with  
16 6 moderately priced dwelling units, which residential planned development was  
17 reviewed and approved by the City of Annapolis Board of Appeals on  
18 December 20, 2006, and which approval has been tolled and is valid (the  
19 “Planned Development”); and

20  
21 **WHEREAS,** since the approval of the Planned Development, the City of Annapolis has  
22 adopted the 2009 Annapolis Comprehensive Plan, which provides at Chapter 4  
23 - Transportation, Policy 5, Page 55, that the City should enhance the array of  
24 transportation solutions at the City’s disposal, and that, while the City has  
25 reserved rights-of-way from annexed properties to provide options related to an  
26 eventual relief road, the City recognizes that a vehicular relief road may  
27 implicate important environmental resources and have potential capacity  
28 limitations that may reduce its desirability and usefulness; and

29  
30 **WHEREAS,** since the approval of the Planned Development, the Annapolis City Council has  
31 adopted Ordinance No. O-26-10, “Stormwater Management,” strengthening the  
32 City’s stormwater management standards in conformity with Maryland State  
33 law and requiring that environmental site design be used to the maximum  
34 extent practicable which can involve innovative surfacing materials for vehicular  
35 roadways which are uncommonly used on public facilities; and

36  
37 **WHEREAS,** the property owner desires an opportunity to submit to the City for its  
38 consideration development applications proposing modifications to the Planned  
39 Development including the elimination of vehicular access through the existing  
40 Oxford Landing neighborhood via Yawl Road, the provision of vehicular access  
41 between the Planned Development and Aris T. Allen Boulevard/Maryland 665,  
42 and innovative surfacing materials for portions of the Planned Development’s  
43 internal vehicular roadways; and

44  
45 **WHEREAS,** given the significant expenditures of funds and effort by the property owner, by  
46 City staff, and by the City’s administrative boards and commissions which have  
47 been invested over several years to create a new residential community that  
48 will be a benefit to the City, the Annapolis City Council finds that it is in the  
49 interests of the City to remove the vehicular access limitations and public  
50 roadway requirements established in R-13-02 Amended and in R-23-04  
51 Revised such that the property owner may propose alternative vehicular

1 access and innovative surfacing materials in its contemplated modifications to  
2 the Planned Development; and  
3

4 **WHEREAS,** the Annapolis City Council emphasizes that any and all modifications that may  
5 hereafter be proposed to the Planned Development, including but not limited to  
6 alternative vehicular access and innovative surfacing materials, shall be made  
7 in accordance with the City Department of Planning and Zoning’s standard  
8 development application processes, and the same shall be reviewed,  
9 processed, and decided accordingly, with full opportunity for public participation  
10 at all required public hearings on such applications.  
11

12 **NOW THEREFORE BE IT RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that, in order to  
13 allow for the protection of the Oxford Landing residential community from increased traffic; to  
14 enhance the City’s array of vehicular access options; and to ensure that innovative roadway  
15 surfacing materials may be considered, reviewed, and approved by the City’s staff,  
16 departments, and commissions, in their discretion, in connection with the Planned Development;  
17 the Annapolis City Council hereby lifts the limitations established in R-13-02 Amended and in R-  
18 23-04 Revised regarding prohibitions on vehicular access to Aris T. Allen Boulevard and  
19 requiring all internal roadways to be constructed in accordance with the City’s Standard  
20 Specifications and Details, deeded, and made public.  
21

22  
23 **AND, BE IT FURTHER RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that this Resolution  
24 shall take effect as of the date of its adoption.  
25

26 **ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
27  
28  
29

ATTEST:

THE ANNAPOLIS CITY COUNCIL

BY

\_\_\_\_\_  
Regina C. Watkins-Eldridge, MMC, City Clerk

\_\_\_\_\_  
Joshua J. Cohen, Mayor

30  
31  
32  
33  
34  
35 **EXPLANATION**

36 CAPITAL LETTERS indicate matter added to existing law.  
37 [brackets] indicate matter stricken from existing law.  
38 Underlining indicates amendments.  
39

## **Policy Report**

### **R-30-13**

#### **Vehicular Access to and Internal Roadways within Certain Property adjacent to Aris T. Allen Boulevard**

The proposed resolution would empower the City of Annapolis to consider, and to potentially allow, vehicular access between Aris T. Allen Boulevard/Maryland 665 and certain adjacent property within the City limits as well as private roadways within said adjacent property.

Prepared by Jessica Cowles, Legislative and Policy Analyst in the City of Annapolis Office of Law at [JCCowles@annapolis.gov](mailto:JCCowles@annapolis.gov).

**CITY COUNCIL OF THE  
City of Annapolis**

**Resolution No. R-31-13**

**Introduced by:**

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
7/8/13			10/4/13
Referred to	Referral Date	Meeting Date	Action Taken
Housing and Community Welfare	7/8/13		

**A RESOLUTION** concerning

**Designation of Annapolis as a Sustainable Community**

**FOR** the purpose of supporting the designation of Annapolis as a Sustainable Community, pursuant to the attached Sustainable Community map and Sustainable Community Plan (the "Plan,") as further described in the Sustainable Community Application (the "Application"), for approval either directly by the Department of Housing and Community Development (the "Department") of the State of Maryland or through the Smart Growth Sub-Cabinet of the State of Maryland.

**WHEREAS,** the Annapolis City Council recognizes that there is a significant need for reinvestment in the communities in Annapolis; and

**WHEREAS,** the Annapolis City Council proposes to (i) designate the areas in the City, as outlined on the attached map (the "Area"), as a Sustainable Community, and to (ii) adopt the Plan, as further described in the Application, for the purposes of contributing to the reinvestment in the Area; and

**WHEREAS,** the Area is located within a priority funding area under Section 5-7B-02 of the Smart Growth Act; and

**WHEREAS,** the applicable law and the Community Legacy Program regulations require a local government to submit an application to the Department in order to become a designated Sustainable Community, and to adopt a satisfactory Sustainable Community Plan in order to be eligible to receive financial assistance under the Community Legacy Program;

**NOW THEREFORE BE IT RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that it hereby (i) endorses the designation of the Area as a Sustainable Community; and (ii) adopts the Sustainable Community Plan described in the Application.

1 **AND, BE IT FURTHER RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that the chief  
2 elected executive official is hereby requested to endorse this Resolution, indicating his approval  
3 by signature hereof.  
4

5 **AND, BE IT FURTHER RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that the following  
6 persons are hereby authorized to execute documents and take any action necessary to carry out  
7 the intent of this Resolution.  
8

9 **AND, BE IT FURTHER RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that the City Clerk  
10 shall send copies of this Resolution to the Secretary of the Department of Housing and  
11 Community Development of the State of Maryland for consideration by the Smart Growth Sub-  
12 Cabinet.  
13

14  
15  
16  
17

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

ATTEST:

THE ANNAPOLIS CITY COUNCIL

BY

\_\_\_\_\_  
Regina C. Watkins-Eldridge, MMC, City Clerk

\_\_\_\_\_  
Joshua J. Cohen, Mayor

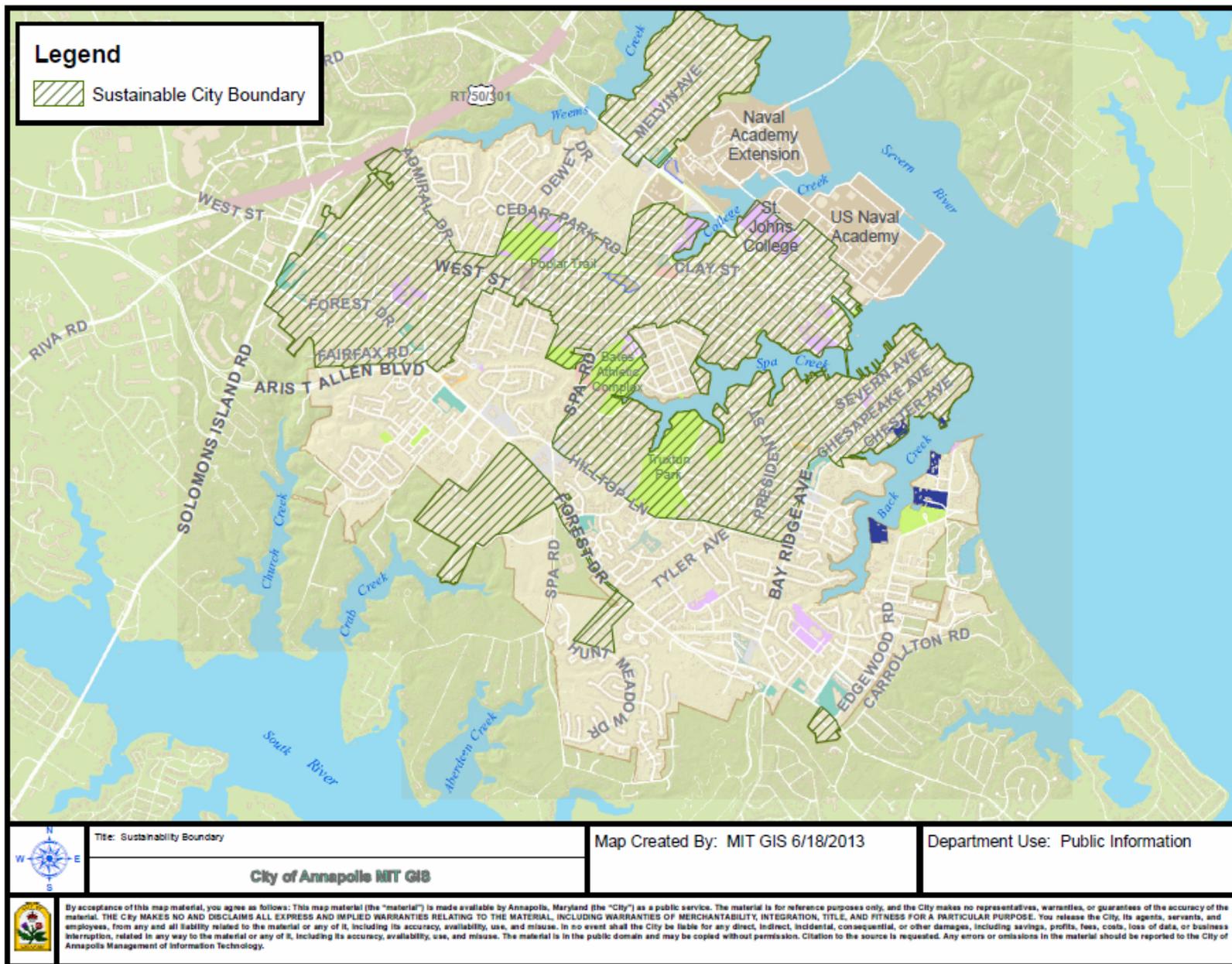
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**Explanation:**

CAPITAL LETTERS indicate matter added to existing law.

[brackets] indicate matter stricken from existing law.

Underlining indicates amendments.



## **Staff Report**

**R-31-13**

### **Designation of Annapolis as a Sustainable Community**

The Maryland Sustainable Communities Act of 2010 created a program for consolidating areas identified for State revitalization investments into “Sustainable Communities Areas.” The main State programs that identify Sustainable Community Areas as a target for priority or enhanced consideration are Community Legacy Areas, Designated Maryland Main Streets, Local Historic Districts, National Register Historic Districts, Arts and Entertainment Districts, and Designated Neighborhoods. The number of program resources focused in these areas may expand. The purpose of the new, consolidated designation is to simplify program administration for the State and for program users.

Prepared by Sally Nash, Chief of Comprehensive Planning, Planning and Zoning Department at [SNash@annapolis.gov](mailto:SNash@annapolis.gov) or (410) 263-7961 and Jessica Cowles, Legislative and Policy Analyst, Office of Law at [JCCowles@annapolis.gov](mailto:JCCowles@annapolis.gov) or (410) 263-7954.

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**CHECKLIST & TABLE OF CONTENTS**

**APPLICANT:** City of Annapolis

**NAME OF SUSTAINABLE COMMUNITY:** Annapolis

**Please review the checklist of attachments and furnish all of the attachments that are applicable. Contents of the notebook should be tabbed and organized as follows:**

- TAB #1    Applicant Information**
  
- TAB #2    Sustainable Community Baseline Information - In addition to hard copies of the project location map, a detailed listing of parcels (i.e. Parcel ID Numbers) that form the project boundary should be included. Maps should also be submitted in electronic GIS form (shape file). If you have additional comments or questions, please contact Brad Wolters, Senior GIS Specialist, DHCD, wolters@mdhousing.org.**
  
- TAB #3    Local Capacity to Implement Plans & Projects: Attach Sustainable Communities Workgroup roster noted in Section III**
  
- TAB #4    Sustainable Community Plan**
  
- TAB #5    Progress Measures**
  
- TAB #6    Local Support Resolution**
  
- TAB #7    Signed Sustainable Community Application Disclosure Authorization and Certification**

**All documents on this checklist are mandatory.  
Failure to provide the requested document will automatically deny your application.**



## II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

Through this section, applicants will demonstrate that trends and conditions in homeownership, property values, employment, commercial and residential vacancy, community facilities and infrastructure, natural resources, the local business and residential districts show a need for new or continued revitalization reinvestment. Demographic data and trends provided by Applicants should support the choice of the proposed Sustainable Community Area boundary and help form a basis for needs and opportunities to be addressed through the initiatives and projects described in the Sustainable Community Action Plan (Section IV).

POINTS IN THIS SECTION WILL BE AWARDED BASED ON THE SC AREA'S NEED FOR REINVESTMENT AS EVIDENCED BY THOROUGH DESCRIPTIONS OF CURRENT CONDITIONS OR TRENDS (and will not be based upon current or planned revitalization activities which will be covered in Section IV).

### A. Proposed Sustainable Community Area (s):

**County:** Anne Arundel

**Name of Sustainable Community:** Annapolis

**Include boundary descriptions and a map of the Sustainable Community. In addition to hard copies of the of the project location map, a detailed listing of parcels (i.e. Parcel ID Numbers) that form the project boundary should be included. If possible, maps should also be submitted in electronic GIS form (shape file). If you have additional comments or questions, please contact Brad Wolters, Senior GIS Specialist, DHCD, [Wolters@MdHousing.org](mailto:Wolters@MdHousing.org)**

The proposed Sustainable Communities Area is the combination of Community Legacy Areas, Main Street Designated Neighborhoods, the Local and National Register Historic District, the Arts and Entertainment District, Designated Neighborhoods, and Opportunity Areas from the City's Comprehensive Plan. The proposed area includes downtown Annapolis with its wealth of historic buildings; Eastport and the West Annapolis neighborhood, both of which are a blend of commercial and residential areas where there are opportunities for neighborhood conservation and research; West Street and Clay Street, the City's core revitalization areas; and areas where outreach to the underserved and capital improvements are necessary.

---

**II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

Approximate number of acres within the SC Area: 2,204

Existing federal, state or local designations (check all that apply):

- Community Legacy Area
- Designated Neighborhood
- Main Street
- Maple Street
- Local Historic District
- National Register Historic District
- A & E District
- State Enterprise Zone Special Taxing District
- BRAC
- State Designated TOD
- Other(s): \_\_\_\_\_

## II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

### **Prior Revitalization Investments & Smart Growth:**

**(a) List and describe any significant State and local smart growth or revitalization related program investments (for instance, Community Legacy or SC Rehab Tax Credit) that have been invested in the Area since the launching of Maryland's Smart Growth initiative and programs in 1997 (including Housing investment). What impact have these investments made in the community? (Answer Space 4,000 characters)**

Since 1997, the City of Annapolis has received significant state and local Smart Growth-related investments:

#### Community Development Administration Financing

By 1997, the City of Annapolis had made major investments in its public and subsidized housing inventory. The following properties have been either rehabilitated, totally redeveloped or newly constructed with \$58,760,739 in financing from DHCD's Low Income Housing Tax Credits and other CDA Programs: Bloomsbury Square, Annapolis Gardens, Bowman Court, College Creek Terrace, Obery Court, Bay Ridge Gardens, Woodside Gardens, Admiral Oaks Apartments, Homes at the Glen, Bay Forest Senior Apartments, and Wiley H. Bates Senior Apartments.

#### Community Legacy Program

Annapolis has two Community Legacy areas: Clay Street, and the Bates neighborhoods. Both areas have received significant investments totaling \$1,886,225. The Community Legacy Program and Plan provided the needed infusion of capital funds to revitalize and continue meeting the goals established by the city and the community in the Community Legacy Plans, particularly in the Clay Street neighborhood.

The City was able to improve housing conditions and increase homeownership in the Clay Street neighborhood. Approximately 50 percent of the privately owned single-family residences were improved and approximately 45 homeownership opportunities were generated because of this investment. The City completed the renovation of Town Pines Court, 22-unit townhouse development built during urban renewal. Moreover, the housing authority is redeveloping 164 units of substandard public housing and converting the still low and moderate-income units to private ownership and management. This endeavor has had the most impact on the housing conditions in the neighborhood.

Other revitalization efforts for Clay Street included constructing a gateway into this historic neighborhood by building a kiosk depicting the history of the neighborhood, installing brick crosswalk, streetlights and hanging flower baskets at the entrance of the neighborhood. In addition, community capacity improved with the addition of two homeowners association and a newly formed community development corporation.

#### Main Street Program

In 2008, the City of Annapolis became part of the statewide network of Maryland Main Street Communities and in 2009 the Downtown Annapolis Partnership, the governing board for the Annapolis Main Street Program, successfully incorporated as a 501 c 3. This board is now known as the MainStreet Annapolis Partnership. In fiscal year 2010 the city council earmarked \$30,000 funding to this group. In 2008, the City also administered a façade improvement grant program for the Main Street Area. More than \$20,000 was made available to more than 15 properties that applied for the funding during the year. The funding was available from matching state and city sources.

#### Maryland Sustainable Communities Tax Credit Program

Since 1997, the City has facilitated this State tax credit program for a total of 123 rehabilitation projects. For residential properties, there were 112 projects with \$11 million of final rehabilitation costs and more than \$2.3 million in tax credits. For commercial projects, there were 11 projects with \$23 million of final rehabilitation costs and more than \$4.6 million in tax credits.

#### Neighborhood Business Works

Annapolis designated the West Street Corridor as a "Designated Revitalization Area" in 1997. As a result, city business have received \$1,001,900 in Neighborhood Business Works loans for six successful business including Herrmann Advertising, Tsunami West Street and West Village.

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## **II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

**(b) Describe any existing barriers to Smart Growth that may affect your jurisdiction or the proposed SC Area. For instance, does your area have higher development fees than outer “cornfields”?**

*(Answer Space 4,000 characters)*

The entirety of the City of Annapolis is located in a Priority Funding Area—therefore, it can be argued that any development within the City is Smart Growth. The barriers that do exist consist mainly of the costs of doing business in a location where the majority of development is infill development. This includes providing stormwater management and Chesapeake Bay Critical Area mitigation. It also includes the cost of working in a historic district where the quality of construction can require specialized trade and materials.

Another barrier is that 20% of the City’s property is non-taxable because it belongs either to the Federal, State, or County Government; the Board of Education; or to a Church or other non-profit. Each year, the City loses approximately \$56.5 million in property dollars to these land parcels. In addition, the costs for services to accommodate the several million visitors to our State Capital and historic landmark city are borne by 38,000 residents. The City simply cannot depend on residential property tax dollars alone to meet its goals for its citizens and to lessen barriers to Smart Growth.

## II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

### **B. Community Conditions: Strengths and Weaknesses**

**(1) Describe the strengths and weaknesses in the proposed Area's existing built environment. For example, what is the condition of housing? Are there underutilized historic buildings and cultural places? What is the condition and availability of community parks and recreational assets? Are there transportation assets? What is the current condition of community infrastructure such as roads and lighting? (Answer Space 4,000 characters)**

Annapolis neighborhoods vary widely in age, character, and level of affluence. From the historic homes and quaint streets downtown, to the post-WWII neighborhoods of Admiral Heights, Germantown, and Homewood, and the newer neighborhoods along Forest Drive, almost every era of home-building in America is represented in Annapolis. Most neighborhoods have their own story and history. Some neighborhoods overlook the creeks and bridges of Annapolis. For other neighborhoods, parks, schools, or commercial corridors are the primary focus.

Annapolis housing stock includes a large number of historic homes. The median age of construction for homes in Annapolis is 1968, but the age of houses varies considerably. Many of the older homes outside of the historic core are at risk of replacement because they do not offer the size or amenities desired in today's housing market.

Some of the strengths in the built environment include:

- Availability of subsidized housing available for low and moderate income households
- Attractive neighborhoods
- Waterfront setting
- Accessible community parks and recreational assets

There are currently underutilized historic buildings and cultural places in Annapolis. The National Historic Landmark Colonial Annapolis Historic District has not been adequately surveyed since its designation in 1965. Many of the properties have no intensive level survey forms completed. As well, many of the properties surveyed in 1983 for the National Register of Historic Places designation have not been resurveyed. Outside of the designated National Register District, there has been no other survey work completed for the City.

Additionally, while there are believed to be a large number of properties associated with African-American and Filipino history in Annapolis, no thematic studies have been complete related to those communities. The same can be said of the Maritime history. Nor has a comprehensive cultural landscape survey been completed for the City's Historic District.

Regarding underutilized public assets in the Historic District, the vacated Recreation Center, previously constructed as a USO facility, has no planned use and no Historic Structures Report has been completed for the property. It is estimated that approximately \$1.2 million is needed for a basic rehabilitation program. The Maynard Burgess House, an 18th Century African-American property is also sitting vacant with a minimal amount of funding awarded for structural and interior improvements.

The community has a wide and extensive transportation network dating back to the Colonial era. There are some advantages and some disadvantages to having a system that has been in place for many years. The transportation assets within the community do provide for safe, reliable and economical choices for residents, employees, and visitors. Other strengths include a robust transit system featuring five fixed route services, a paratransit service and a free downtown trolley service. The transit system provides services within the City and the region. Three-quarters of all City residents live within a five-minute walk of a bus stop. In addition, the City is served by Maryland Transit Administration routes, commuter bus routes to Washington, D.C. and national Greyhound connections.

Much in the same way that the City's roadways are both a strength and a weakness for automobiles, they are too for pedestrian facilities. The historic downtown and new development areas provide an excellent and accessible way to experience the City by walking. However, conditions elsewhere in the City are less connected. Sidewalks throughout the City are often blocked by trees and utility poles, interrupted by vehicular curb-cuts and can pose significant ADA concerns. Other critical pieces of infrastructure, such as roads, are also in need of maintenance and repair.

## **II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

**(2) Describe the Area's land use/zoning make-up (residential, commercial, industrial, and mixed-use). Is the current land use or zoning conducive to revitalization investment? (Answer Space 4,000 characters)**

The City's geographic location on the Annapolis Neck Peninsula between the South and Severn River leaves little room for physical expansion. Existing development outside of Annapolis, combined with the expansion of commercial areas outside of the city limits, leave Annapolis with few options for growth.

For decades, Annapolis has promoted and supported development policies that are in balance with its geographic constraints and area-wide development trends. The City has optimized land use within its borders, promoted a mix of commercial and residential redevelopment of underutilized land, and conserved and revitalized downtown and its residential districts.

The historic Annapolis downtown is a center of business, government, and housing. It is located between Spa Creek and College Creek. With its advantaged waterfront location, downtown Annapolis remains a unique and special American place. The U.S. Naval Academy, St. John's College, and the Maryland State Government are the major institutions located in downtown. Main Street is designated by the State's Main Street Maryland Program and was named one of the Ten Great Streets in America by the American Planning Association in 2008.

Throughout the City, land use on the waterfront has evolved over time. City residents have remained supportive of the maritime and sailing industries and large sections of Spa Creek and Back Creek are devoted to water related and/or water dependent enterprises. The maritime industry consists of about 300 maritime businesses, dozens of grassroots-driven organizations and yacht clubs, hundreds of year-round local, national, and international regattas and championships, and more than 3,000 private and commercial boat slips and public moorings.

Professional office space is located along West Street, in West Annapolis where access to both U.S. Route 50 and downtown is convenient, in downtown Annapolis, and to a lesser extent along Forest Drive. Annapolis is known as one of the "tightest" office markets in the Baltimore region with low vacancy rates thanks in part to the stabilizing influence of County and State government. The limited availability of prime sites has continued to constrain new office development. Office rents in Annapolis are higher than in many other jurisdictions in Maryland.

The primary concentrations of industrial land in the City are in the Outer West Street corridor, the Annapolis Business Park along Gibraltar Avenue, and in areas along Chinquapin Round Road and Legion Avenue. These areas feature heavy commercial services, light industrial businesses, warehousing, and other employment uses. These land areas are at or near build-out capacity for their intended uses.

The City's core is surrounded by residential neighborhoods that vary in age, character, and cost of housing. The neighborhood of Eastport, opposite Spa Creek from downtown, while mostly residential, features a mix of maritime uses, restaurants and local commercial uses. The revitalized Inner West Street Commercial District, a narrow corridor surrounded by established residential neighborhoods, extends outward from downtown to Westgate Circle. This corridor is newly designated as the Capital City Cultural Arts District, a State designation to promote arts and entertainment.

Roughly three percent of the land within the City is vacant, 15 percent is devoted to roadways, and the majority of the City's land area (approximately 56%) is in residential use.

Current zoning and land use policies throughout the City are conducive to revitalization investment, especially for parcels in industrially or commercially zoned areas that are close to capacity.

## **II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

**3) Describe strengths and weaknesses in basic features of community quality-of-life. For instance, is crime an issue for this SC Area? What is the condition and quality of educational choices available to the community? Are artistic, cultural, or community resources, events or facilities within or accessible to residents in the proposed SC Area? (Answer Space 4,000 characters)**

In a survey conducted in 2012, 80% of City of Annapolis residents said they felt the Annapolis Police Department (APD) was doing an excellent or good job. While crime rates fluctuate year-to-year, overall, the Annapolis Police Department reports that violent crime and property crimes are down in Annapolis over the last five year period. Property crimes were higher in 2012 compared to 2011, however.

Both the Annapolis Fire Department and the Annapolis Police Department have been awarded national accreditation for achieving the highest professional standards. This puts the APD in elite company along with only 29 out of 183 Maryland and 593 of approximately 17,000 police agencies in the U.S. APD are now among the highest paid, and have some of the best health and retirement benefits in Maryland. The APD maintains a ratio of 3.6 officers per 1,000 residents, whereas the national ration of officers per 1,000 citizens is only 1 per 1,000.

The citizens of Annapolis are receiving the most modern and efficient services possible from the best-trained men and women available. However, although the City has become a model city for Public Safety, the combination of illegal drugs and illegal guns continue to affect residents and visitors.

The condition and quality of the education choices that are available in Annapolis for high school and middle school education are some of the best in the state. Annapolis schools have been named as National Blue Ribbon Schools and Maryland Blue Ribbon Schools of Excellence. Annapolis is the location of a magnet school for International Baccalaureate (IB) Middle Years and Diploma Programmes, and has a designated signature program for Change Engineering. However, the elementary schools in the proposed sustainable community area are not as strong; for example, Mills-Parole Elementary has lower test scores on average compared to the rest of the district, and is in the 47 percentile for the state.

There are many artistic, cultural, and community resources in the proposed sustainable communities area. For example, the Stanton Community Center is a City facility located in a newly renovated historic city building. The center displays historical portraits of Annapolis' diverse community and features many offices, a multi-purpose gymnasium, a commercial kitchen, a fitness area, an historic classroom, a media center with computers, and two conference/meeting rooms.

There are also facilities in Annapolis such as Maryland Hall, which is located in the Arts and Entertainment District. Its mission is to provide opportunities for community participation in arts education, the visual arts, and performing arts. Today, Annapolis has a symphony, an opera company, the largest Ballet Company in Maryland, two theater companies, a Chorale and dozens of artists. There are yacht clubs, service clubs, museums, churches and synagogues to fit every taste. The City offers many community service activities, education programs for all ages, and even parenting classes.

## II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

### C. Natural Resources and Environmental Impact: Strengths and Weaknesses

**(1) Describe the strengths and weaknesses of the community's "natural environment." in or near the Sustainable Community Area. What is the current condition of key natural resources - lands, air, water, watersheds, tree canopy, other? If the community is located in a coastal zone, what risks might the community be subject to associated with climate induced sea level rise? (Answer Space 4,000 characters)**

The Chesapeake Bay and the creeks of Annapolis are fundamental to the City's identity, sense of place, and beauty. However, the Bay is threatened by polluted runoff that degrades its ecological health. While the Chesapeake Bay's watershed spans parts of six states and 64,000 square miles, attention to all possible local improvements is warranted. Remedies to improve runoff water quality in fully developed areas such as Annapolis can be costly and require a degree of technical sophistication, as remedies often involve retro-fitting existing buildings and infrastructure. Globally, we face the prospect of climate change and must commit to reducing our carbon emissions through systemic and individual actions.

In the last few years since the last Comprehensive Plan was completed, the City has made significant strides on a variety of environmental preservation efforts and has earned a reputation as a model for a city of its size.

#### Current Conditions

-Poor water quality is a persistent environmental problem for the Chesapeake Bay, stemming from the agricultural runoff and urban stormwater that flows into the Bay. As much as 80 percent of Annapolis' stormwater infrastructure was built prior to 1983, based on the engineering principle of removing water as quickly and directly from a site as possible.

-Approximately 42 percent of Annapolis land area is covered with impervious surface, an estimate generated by a Strategic Urban Forestry Assessment (SUFA) in 2006.

-Steep slopes (slopes greater than 15 percent) occur mostly in the upper reaches of Spa and Weems creeks and, as such, lie in the Chesapeake Bay Critical Area and are subject to its protections.

-Sea level has risen approximately one foot along Maryland's coastline in the last century. A general prediction estimates a rise of 1 meter by the end of this century. Areas extremely critical to the overall character of Annapolis and most susceptible to flooding include the downtown City Dock area, portions of Eastport, and the Naval Academy. As proven in the aftermath of the flooding caused by Hurricane Isabel in 2003, these areas are already susceptible to significant damage related to flooding as a result of storm surges. With the help of volunteers, the City has constructed approximately 3,000 feet of natural shoreline around many City-owned parks. Such living shorelines control shoreline erosion, while restoring and preserving the characteristics of the estuarine marshes, tidal wetlands, and upland buffers.

-Annapolis is a part of a Nitrogen Oxide Air Quality Non-Attainment area that spans a number of states. A portion of the air quality problem is attributable to major out-of-state sources, but local emissions and travel patterns also contribute.

## II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

**(2) Describe the strengths and weaknesses of any current efforts to reduce the community's "carbon footprint" or impact on the environment. Is recycling (commercial or residential) available to minimize waste? Are there current efforts to encourage the purchase and availability of fresh local food and other local products and services to the community? Describe any current energy or water conservation efforts that may be underway. If the community has not implemented one of the above initiatives, has the community identified a need or interest to pursue these or other efforts to reduce environmental impact, for instance through the new Sustainable Maryland Certified initiative? (Answer Space 4,000 characters)**

"Sustainability" means meeting today's environmental, economic, and social needs without compromising the next generation's ability to meet the same needs. Annapolis is a member of an international group called Local Governments for Sustainability (ICLEI, formerly known as International Cities for Local Environmental Initiatives), which has over 1000 member cities and counties worldwide that are following their 5-step milestone program:

1. Conduct a greenhouse gas (GHG) emissions inventory
2. Get a GHG emissions reduction target
3. Create a Climate Action Plan (CAP)
4. Implement the CAP
5. Monitor progress on implementing the CAP

The City's Sustainable Annapolis Community Action Plan lays out ideas for programs, policies, and other actions we can take to improve our environment, economy, neighborhoods, and climate. Some of the action items in the report include improving our energy efficiency by installing motion sensors, achieving energy independence through installing renewable energy in the City, and growing the green collar sector in the city by holding green job fairs and green training opportunities.

As energy efficiencies are introduced for municipal properties (e.g., LED lighting, efficient generators for water and wastewater operations) they are offset by energy use by an expanding city population. In an effort to address energy efficiency for private properties, the City enacted new regulations entitled "Green Buildings: Energy Efficiency and Environmental Design", which established minimum energy efficiency standards for most new development (City Code Chapter 17.14, 2008). The impact by the green building standards on city-wide energy efficiency will take years to realize as properties are developed and redeveloped. However, this program, along with the City's residential and recently-expanded commercial recycling, will greatly help the City reduce its environmental impact.

## **II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

**(3) Describe the strengths and weaknesses of the jurisdiction's current stormwater management practices and how these may affect the proposed SC Area. Is redevelopment and retrofitting of infrastructure an issue or opportunity in this SC Area? Stormwater runoff is a significant source of pollution to Maryland's streams and the Chesapeake Bay. Buildings constructed before 1985 have little or no stormwater controls, and development between 1985 and 2010 have some controls. Updated stormwater regulations passed by Maryland's General Assembly in 2010 require that development and redevelopment projects utilize stringent stormwater controls. Sustainable Community Areas may have opportunities for redevelopment practices that can reduce stormwater flows. (Answer Space 4,000 characters)**

Annapolis recognizes that the protection of its water resources, particularly the condition of Chesapeake Bay, is of paramount importance to its future vitality. Generally, the City is served by a combination of storm sewers in the downtown urban areas and surface drainage into streams and creeks in the outlying areas. The storm sewers were separated from the sanitary sewer system during the 1960s and 1970s.

Chapter 17.10 is the stormwater management section of the City Code. It provides that all development and redevelopment activity in the City address water quality. In particular, it establishes that all site development plans with disturbances of more than 5,000 square feet (and 2,000 square feet for waterfront sites) shall reduce existing impervious area by at least 50 percent. If site conditions prevent this from being accomplished then the development plan must provide for enhanced control of the quality of runoff from the site. This can make redevelopment of existing sites very expensive and is one of the main stormwater management issues in this proposed Sustainable Community Area.

Introduction of organic chemicals and fertilizers into storm sewers and waterways can be destructive to the biological balance of receiving streams, waterways, and rivers. Best management practices are normally associated with public education on appropriate ways to dispose of household substances and the proper application of lawn chemicals. The use of fertilizers in City parks is extremely limited. Fertilizers containing phosphates may only be used in the City under limited conditions or upon the completion of a soil test.

The State requirements for erosion and sediment control are administered locally by the City of Annapolis. Techniques deal with appropriate means of soil stockpiling, surface grading, and the application sedimentation skirting and fencing. Grading, soil erosion, and sedimentation control permitting requirements are administered by the City as part of the building and grading permitting process. Sediments entering storm sewers and surface waterways are also managed through a regular street sweeping program.

## II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

### **D. Economic Conditions & Access to Opportunity: Strengths and Weaknesses**

**(1) Describe the jurisdiction's current economic strengths and weaknesses. For example, are there distinct economic drivers in the area or region that will affect access to job opportunities and the progress of the SC Plan? What are the main barriers to the Area's economic competitiveness? What is the current level of broadband access available to serve residents, businesses and public facilities? What efforts are currently in place to increase worker skills and employment? Describe trends in employment rates and business formation.**

*(Answer Space 4,000 characters)*

The City of Annapolis has many economic strengths; however it also has areas of weaknesses. It is many ways a "Tale of Two Cities." Some of the strengths include the following:

- Strategic location between the Severn and South Rivers, robust history and historic character, the State capital of Maryland, and home of the U.S. Naval Academy.
- Long standing businesses
- Low vacancy rate of 7.6% for retail space and 9.8% for office space
- Strong incomes and local homeownership
- Highly educated and wealthy population

Economic weaknesses of the City of Annapolis include the following:

- The City is generally built out with little opportunity for annexation of undeveloped land.
- The majority of lease space in the City is less than 2,500 square feet and there are few large, consolidated parcels of land.
- Business size in the City of Annapolis is heavily weighted to small businesses.
- There is very limited manufacturing in the City of Annapolis
- The Federal and State properties do not pay taxes to the local government

Some of the main barriers to economic competitiveness include:

- The availability of small lease spaces
- Paid and structured parking

Generally, the subsidized housing in the City is in good condition. Of the 10 public housing developments located in the City, five are in very good condition as they were recently renovated or redeveloped. The remaining five developments are in poor condition (Robinwood, Glenwood High-rise, Newtowne Twenty, Harbour House, Eastport Terrace). The Housing Authority spends \$1.5 million annually on physical improvements to the structures and plans to either rehabilitate or redevelop the five properties as funds become available. Broadband access is generally available in Annapolis, however, it is not provided by the Housing Authority.

The Light House, a homeless prevention support center and the Housing Authority are two leaders in providing opportunities for job training. However, the current lack of regional transportation often prohibits qualified workers from taking positions that require travel. The City is working with a regional transportation agency to improve its regional connectivity and provide public transit to more employment centers.

## II. SUSTAINABLE COMMUNITY BASELINE INFORMATION

**(2) Describe the jurisdiction's housing market and access to affordable workforce housing. What are the trends in residential construction (rental and homeownership), homeownership rate, foreclosure rate and, property values. Describe how and whether your jurisdiction's prevailing housing costs - both homeownership and rental - are affordable to households below 120% AMI, 80% AMI and 50% AMI. What efforts are in place currently to house individuals, families and the disabled at or below the AMI levels described above? (Answer Space 4,000 characters)**

The housing market in Annapolis is dominated by the fact that little land is available for new development and the resulting rise in the price of housing. New housing construction is increasingly limited to annexation areas, demolition, and redevelopment; as well as conversion of previously non-residential sites and structures.

Lack of available housing or land makes it increasingly difficult to provide new housing affordable to workforce, moderate, or low income households. Between the period between 2000 and 2008, affordable rental housing shrunk county-wide from 68% of overall rental stock to 50% of overall rental stock. This is forcing many households to live an extended distance from work.

In the years since the adoption of the last Comprehensive Plan, the City has focused its resources on the housing issues facing low and moderate-income households, defined as households earning no more than 50 or 80 percent of the regional median income respectively. The City has accessed federal and state funds targeted to these income groups to provide homeownership opportunities and to improve housing conditions.

The number of housing units in Annapolis is growing, but at the slow pace expected in a community that is largely developed. There were 15,303 occupied housing units in Annapolis in 2000 (or 16,192 units total), roughly 6 percent more than in 1990. In comparison, in the same time period the number of housing units in the county grew by almost 19 percent. In the years between 2000 and 2007, the number of occupied housing units in Annapolis grew to approximately 16,200.

Approximately 52 percent of Annapolis housing units are owner-occupied, and 48 percent are rental units. As recently as 1990, the majority of Annapolis housing units were rentals (52% of housing units were rentals in 1990). The home-ownership rate in the City is lower than the State (67%) or County (77%). Approximately 33 percent of Annapolis rental units are public housing or receive a public subsidy to provide housing to low and moderate-income households, as defined by HUD.

Home values grew by 148% in the ten years between 1997 and 2007. The median value for a home in Annapolis grew from \$172,000 in 1997 to \$428,000 in 2007. In 2007, only 21 homes under \$200,000 were offered for sale. Household income has not kept pace with the sharp increase in home sales prices. In contrast with the increase in home prices, median household income increased by only 40% in the same ten year period; from \$54,100 in 1997 to \$75,800 in 2007. The group most affected by this trend is the "workforce" or middle-income family who cannot afford to purchase a new home.

Even with the current housing problems, the housing prices in Annapolis continue to be relatively high. The City did not experience a high foreclosure rate and housing prices did not decline at the same rate as they did in the northern and southern part of Anne Arundel County. In fact, the City was not eligible to apply for funding through the Neighborhood Stabilization Program.

Approximately 48 percent of the City's total housing stock is rental in nature. Forty-three percent of the multi-family rental units (more than 20 units) in the City are subsidized. Of the 4,694 multifamily rental units, approximately 16 percent (790) are public housing units owned by the Housing Authority. An additional 1,272 apartment units are occupied by tenants who receive Section 8 housing assistance or other assistance. The City requires that all market-rate apartment complexes accept Housing Choice Vouchers and other vouchers as a source of income. Currently, more than half of the developments either have residents with Housing Choice Vouchers or are willing to accept the vouchers. Several apartment complexes have rents that are too high for vouchers to be used.

## **II. SUSTAINABLE COMMUNITY BASELINE INFORMATION**

**(3) Describe the SC Area's demographic trends (with respect to age, race, household size, household income, educational attainment, or other relevant factors). (Answer Space 4,000 characters)**

Overall the City of Annapolis' population grew 7.4% from 35,838 in 2000 to 38,499 in 2011. During that same time period, the City's population by age has fluctuated. There are more children aged five and younger, and there are more adults aged 55 and older. Population of other age segments between six and 54 years is dropping slightly. This trend coincides with the baby boomer generation living longer and healthier lives.

During the period from 2000 to 2011, the White, Asian and Hispanic populations in the City increased while the African American, American Indian, and Native Hawaiian populations decreased. White populations increased by 12% while African American populations decreased by the same amount. Although a smaller part of the overall population, Asian and Hispanic populations increased by 62% and 169%, respectively.

The percentage of households by family or households by nonfamily stayed relatively consistent from 2000 to 2011. Family households accounted for 57% of households in 2000 while nonfamily households accounted for 43% of households. In 2011, family households decreased to 55% while nonfamily households increased to 45%.

The average household size stayed consistent from 2000 to 2011 at 2.3 persons per household. The average family size increased slightly in the same timeframe from 2.93 to 3.04 persons per family.

In the City of Annapolis, educational attainment improved over the period from 2000 to 2011. In 2011, more people were graduating from high school, completing some college, or obtaining a Bachelor's degree or a graduate or professional degree.

The number of households in the City of Annapolis making less than \$75,000 dropped, while the number of household in the City making more than \$75,000 increased. However, Annapolis is home to many people whose travel and housing options are limited because of lower income levels, driving ineligibility, or disability.

The City of Annapolis is fortunate that over the course of the last eight years, the City's unemployment rate has been below the rates of the State of Maryland, the Baltimore Metropolitan Statistical Area and Anne Arundel County.

Source: U.S. Census Bureau. 2000. American FactFinder: Profile of Demographic Characteristics, City of Annapolis. Retrieved June 12, 2013, from

[http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=DEC\\_00\\_SF1\\_DP1&prodType=table](http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=DEC_00_SF1_DP1&prodType=table) and U.S. Census Bureau. 2009-2011. American FactFinder: ACS Demographic and Housing Estimates, City of Annapolis. Retrieved June 12, 2013 from

[http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS\\_11\\_3YR\\_DP05&prodType=table](http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_11_3YR_DP05&prodType=table).

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### **III. LOCAL CAPACITY TO IMPLEMENT PLANS & PROJECTS**

#### **A. Organizational Structure:**

**Describe the Applicant's organizational structure. Specifically, which organizations are members in the Sustainable Communities Workgroup and who are the respective staff? Who are the leaders, and how will the Workgroup advisor or staff manage implementation of the SC Area Plan? (Answer Space 4,000 characters)**

The City of Annapolis has a City Manager and a Mayor. The Mayor is a member of the nine-person City Council. There are nine City Departments, which include the Public Works Department, the Department of Neighborhood and Environmental Programs, the Transportation Department, and the Department of Planning and Zoning. These four departments form the core of the Sustainable Communities Workgroup along with the assistance of the Annapolis Economic Development Corporation (AEDC). The leaders in each department include engineers in the Public Works Department, the Chief of Environmental Programs and his staff in the Department of Neighborhood and Environmental Programs, the Transportation Specialist in the Transportation Department, and the Main Street Program Coordinator, Chief of Community Development, and Chief of Comprehensive Planning in the Planning and Zoning Department. The leaders also include the Mayor and City Manager, who are on the forefront in advocating sustainable methods of governance. The City Staff has and will continue to implement the goals of the Sustainable Communities Area Plan under their guidance.

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### **III. LOCAL CAPACITY TO IMPLEMENT PLANS & PROJECTS**

#### **B. Organizational Experience:**

**Describe the Applicant organization's past experience in administering revitalization plans and projects. Describe the roles of the members of the Sustainable Communities Workgroup, including their experience in implementing revitalization initiatives. What are the strengths and challenges of the capacity of these groups with respect to implementation of the SC Plan? (Answer Space 4,000 characters)**

The City has successfully administered many revitalization plans and projects. The Sustainable Communities Workgroup consists of members who have worked directly with these programs. For example, the Chief of Community Development, a workgroup member, administered Community Legacy funds in the fiscal years from 2002-2009 and in fiscal years 2011 and 2012. These funds totaled over 1.5 million dollars. The City completed all the Community Legacy capital projects and expended all its Community Legacy funds.

The City also manages approximately \$350,000 in Community Development Block Grant (CDBG) funds annually to address housing needs, provide support for various community service organizations, and complete public improvement projects. The City further participates in DHCD's Emergency Shelter Grant Program, HOME Program and Rental Allowance Program (RAP).

Additionally, every 10 years, Annapolis creates a new Comprehensive Plan to chart the City's direction for the following 10 to 20 years. Like every Maryland city, Annapolis is required by state law to create a statement of development strategies, goals and policies describing a future vision for the City within the confines of relevant state-legislative provisions already in place. There is much overlap between the Comprehensive Plan and the City's revitalization plans and projects.

The strengths of the capacity of the Sustainable Community Workgroup is the experience from working on community plans with broad public input and having representation from many different City Departments and City sectors. The challenges include competing priorities and the difficulty in procuring capital monies.

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### **III. LOCAL CAPACITY TO IMPLEMENT PLANS & PROJECTS**

#### **C. Public Input:**

**How did residents and other stakeholders in the community provide input to Action Plan described below in Section IV? (Answer Space 4,000 characters)**

The Action Plan was reviewed by a stakeholder group consisting of community leaders and representatives from several boards and commissions such as the Annapolis Environmental Commission, MainStreet Annapolis Partnership, and the Heritage Commission. They gave input and added suggestions to strengthen the plan. Furthermore, sections of the Action Plan draw on adopted studies such as the City's Comprehensive Plan and the Master Bike Plan. Plans such as this one were developed with a citizens committee over a multi-year period before being adopted by the City Council.

#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

The Sustainable Community Action Plan (SC Plan or Plan) is meant to be a multi-year investment strategy - a strategic set of revitalization initiatives and projects that local partners believe will increase the economic vitality and livability of their community, increased prosperity for local households and improved health of the surrounding environment. The Plan should be flexible enough to be updated regularly and renewed every five years as the community envisions new goals. The priority initiatives and projects in the SC Plan should improve the livability of community places -- residential, commercial, or other public or private properties - and create new work, retail, recreational and housing opportunities for residents. These projects should also reduce the environmental impact of the community through water and energy resource conservation and management strategies. In this way, the Plan can be a road map for local stakeholders as well as State agencies to work together to create a more a sustainable and livable community.

##### **A. Supporting existing communities & reducing environmental impacts.**

**(1) A community's approach to Smart Growth generally includes two inter-related areas of focus: encouraging reinvestment and growth in existing communities; and, discouraging growth that degrades natural resources, and farms and rural landscapes. Broadly describe your jurisdiction's Smart Growth approach and any significant accomplishments made over the last decade or so. (Answer Space 4,000 characters)**

The City of Annapolis advocates Smart Growth principles by encouraging infill development and growth its Opportunity Areas (designated by the Comprehensive Plan). The guiding principle of the Comprehensive Plan is that the City's economic vitality does not depend on the outward expansion of its borders; rather, the perspective that growth should be directed primarily to these Opportunity Areas. Over the next five years, the City will undertake a sector study for each area. These studies will focus on any zoning changes that would encourage and facilitate infill development. There are several places within the City with the infrastructure to accommodate more density.

The City does have natural resources to protect—especially considering its proximity to the Chesapeake Bay. The City follows the State's Chesapeake Bay Critical Area laws, and is even more restrictive than the state-mandate in terms of allowable lot coverage. The City has recently revamped its procedure for adopting Forest Stand Delineations, making this process more rigorous and consistent. Many of the waterfront properties in Annapolis are developed with single-family homes and increases in zoning density allowances would not be appropriate in these areas.

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#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(2) Describe any major investments in community infrastructure -water, stormwater, sewer, sidewalk, lighting, etc. -- that must be undertaken in order to improve the readiness or competitiveness of the proposed SC Area for private investment and compliance (if applicable) with TMDL regulations. Addressing the stormwater during redevelopment can reduce the pollution entering our streams and contribution to the restoration of the Chesapeake Bay. Investments in infrastructure, generally, can be an important catalyst for new private investment in the community. (Answer Space 4,000 characters)**

In order to improve the readiness of the proposed Sustainable Community area for private investment, the City is currently developing a Cultural Resource Hazard Mitigation Plan for a concentrated area within the 100 year flood plain area. This will help investors in this area have more awareness of the hazards that could affect them. However, at this time the City does not have funds for implementation of any Hazard Mitigation improvements to protect the vulnerable resources within the Historic District and Eastport.

The City has made progress in preparing for compliance with TMDL regulations. In 2008 the City began collecting a stormwater utility fee, separate from the water and sewer fee. This fund, which is collected quarterly, is allocated to infrastructure repair and TMDL compliance. In fiscal year 2013 and in fiscal year 2014, \$400,000 was allocated for stream restoration. Stream restoration is a key priority in improving water quality.

#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(3) Describe policies, initiatives or projects that the community will undertake or expand in order to reduce the SC Area's impact on the environment. Examples include but are not limited to: conservation or management of stormwater through retrofitting of streets and by-ways (Green Streets, rain gardens, etc.); retrofitting of facilities and homes for energy conservation; implementation of "green" building codes and mixed-use zoning; recycling of waste; clean-ups of watersheds; and, encouragement of "Buy Local" approaches that benefit local suppliers and food producers. A comprehensive menu of such actions may be found through the nonprofit Sustainable Maryland Certified initiative. (Answer Space 4,000 characters)**

As a city that is surrounded by 7 bodies of water—Weems Creek, Spa Creek, Back Creek, College Creek, the Severn River, the South River, and the Chesapeake Bay—Annapolis residents have good reason to be worried about contributing to climate change and sea level rise. In September of 2003, when Hurricane Isabel visited Annapolis, we saw the effects that flooding can have. Later that year, the City joined an international organization called Local Governments for Sustainability (ICLEI), and started participating in their Cities for Climate Protection (CCP) program that laid out steps for cities to follow in order to inventory, reduce, and monitor their greenhouse gas emissions. In 2005, the mayor joined more than 850 US mayors and signed the US Mayors Climate Protection Agreement, which was followed by the creation of an energy efficiency task force, whose purpose was to deliver recommendations for improving energy efficiency of the government and the entire City. The task force's recommendations were released in 2006, and shortly thereafter a resolution was passed that committed the City to following the CCP milestone program.

Chief among these recommendations was that the City commit to a 10% reduction in energy use of all publicly owned or leased facilities within 5 years and a 15% reduction by 2020. In order to forecast and measure progress towards future reductions, the City was required to establish an inventory of energy use and emissions for a baseline year. From March to May 2006, Frank Biba (Chief, Environmental Programs) and Eric Schmitt (Climate Intern) of the Department of Neighborhood and Environmental Programs conducted a municipal energy inventory. That inventory showed that the three main CO2 contributors for city government are the vehicle fleet (28.6%), water/sewage systems (26.6%), and city buildings (24.6%).

The City will undertake several projects that will allow it to improve stormwater through retrofitting. A model for these projects will be Bloomsbury Square, the second-oldest public housing community in Annapolis, which was first built in the 1940s for Navy personnel. When the State acted to relocate the deteriorating Bloomsbury Square to make way for a new House of Delegates office building, a firm they commissioned designed aluminum-sided apartments and 40-foot wide roads with no storm water management. Despite its location on the banks of College Creek at the gateway to the State Office complex, none of the required historic-district design elements were considered, nor was compatibility with the new building or its neighbor, St. Johns College, the 3rd oldest college in America.

City officials worked with the State officials and were able to craft a much more sensitive project. The resulting neighborhood was a model of urban planning with 52 all-brick townhomes, 18 of which are fully handicapped accessible, and a two-story community center. It is a walkable community with tree-lined sidewalks and convenient access to the downtown area and transit. It also meets the highest environmental standards with a restored 100-foot shoreline buffer, and full, innovative stormwater treatment. The City retained twenty feet of open space along the creek, where it has developed rain gardens. Similar efforts will be part of all future projects that the City undertakes.

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#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(4) Which community groups or stakeholders will be key to the implementation of the initiatives and projects noted in this section? (Answer Space 4,000 characters)**

The main stakeholders for ensuring implementation of the initiatives and projects noted in this section are the volunteers who make up the Annapolis Environmental Commission and the City staff that support them. There are nine members of the Environmental Commission, each of whom were appointed based on their demonstrated interest in protection and improvement of the environment. The Department of Neighborhood and Environmental Programs has spearheaded many initiatives to make the City more sustainable. Additionally, the Department of Planning and Zoning and the City's Planning Commission encourage infill development and Smart Growth through policy and practice.

## **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

### **B. Valuing communities and neighborhoods -- building upon assets and building in amenities:**

**(1) What are the key assets that exist in the community upon which the Plan's projects and initiatives will build? Assets may include physical assets such as parks and historic structures and also civic and economic assets such as employers, educational institutions, and cultural organizations and activities. (Answer Space 4,000 characters)**

The City of Annapolis' Department of Recreation and Parks operates and maintains three multi-purpose indoor facilities: the Pip Moyer Recreation Center at Truxtun Park, the Stanton Center on West Washington Street, and the Annapolis Walk Community Building on Belle Drive. It also maintains approximately 200 acres of open space, park land, and athletic fields at Truxtun Park, Bates Athletic Complex, Back Creek Nature Park, Wiley H. Bates High School, Spa Creek Conservancy, Annapolis Sports Complex (behind Germantown School), Spa Creek Trail, Poplar Trail, Kingsport Community Park, and twenty neighborhood mini-parks. Furthermore, the Department assists with the maintenance at the United States Naval Academy (USNA) Marine-Corps Stadium walking trail. However, when only considering City-owned facilities, Annapolitans have fewer park acres per person (5.7 acres per 1,000 persons) than the recommended minimum national standard (6.0 acres per 1,000 persons).

A major addition to the City's physical assets is the Roger "Pip" Moyer Recreation Center. This Center, opened in 2009 and serves to consolidate and expand recreational opportunities for all citizens of Annapolis into one convenient location. The 60,000-SF facility houses full-sized gyms, an indoor 200-meter track, a rock climbing wall, community meeting rooms, a fitness center, preschool-age program space, babysitting services and recreation offices. Outside there are lighted tennis courts, a public boat ramp and pier, parking area improvements, and woodland trail improvements.

The City is constantly working to enhance existing parks and facilities, complete the network of pedestrian and bicycle pathways, and provide parks and recreation services to underserved areas.

The Plan will build on the City's existing assets and help focus efforts to improve its park system and to protect its historic structures and civic assets. The Stanton Community Center is an example of a civic asset that is located in a newly renovated historic city building. The Center offers a safe community space for recreational and cultural opportunities for children and adults to enrich their learning and physical well-being. In addition to a multipurpose gymnasium and fitness area, the historic City building serves as a community resource center. It houses many community organizations' that provide families with support human services, including health, medical, therapeutic, and counseling. In partnership with the Anne Arundel Medical Center, a free medical and dental clinic, one of only five in the nation, is set up at the Stanton Center. It has also become a hub of community activity with special functions, community events, dances, community meetings and dinners honoring special individuals. Recently, the City has replaced the aging roof on this structure, however more upgrades are necessary to continue to maintain this asset.

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#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(2) What policies, initiatives or projects will reuse or enhance the historical assets, traditional business districts/Main Streets and cultural resources of the community? What actions will reinforce your community's authentic "sense of place" and historic character? (Answer Space 4,000 characters)**

A city's "sense of place" and economic vitality does not depend on the outward expansion of its borders. Because the productive use of land is cyclical, at any given time there are land areas that are underutilized and buildings that are obsolete when compared to current community needs. A City can target and promote specific areas for redevelopment as part of a sound land use policy that can help guide private sector development decision making.

The following three initiatives will help the City of Annapolis reinforce its authentic character:

Initiative 1 - "Continue to maintain stringent historic preservation requirements in the downtown area and protect and conserve neighborhoods utilizing the neighborhood conservation zoning designation."

The City's neighborhood conservation districts should remain in place and be continually monitored to ensure their effectiveness. The City will work with neighborhoods wishing to implement a neighborhood conservation designation to protect neighborhood character.

Initiative 2 - "Enhance the Public Realm of City Dock and its Environs."

City Dock and its environs are fundamental to the city's character and identity as a small seaport town with a rich history. Main Street has been designated one of Ten Great Streets in America by the American Planning Association for its role as a living museum, a place that makes significant contributions to Annapolis' downtown economy at the same time that the entire downtown remains physically and visually connected to its history, maritime culture, and architectural character. Given the importance of the City Dock area to Annapolis, a plan for its future must be developed with broad participation by the entire community, as well as downtown residents and businesses. A plan for the public realm of City Dock and its environs should begin with forming a vision, from which specific implementation steps be developed.

Initiative 3 - "Acknowledging the importance of the Maritime Industry to Annapolis' character, identity, and economy, strive to ensure the Maritime Industry's sustained health and viability."

This includes promoting Annapolis for maritime business, maritime tourism, and charter and fishing activities as part of economic development efforts. It also includes celebrating the entire maritime heritage of the city and link the sites associated with this heritage by water transportation.

The City has worked with many non-profits as partners in these initiatives and will continue to do so. This includes such groups as Historic Annapolis Foundation, the Light House Shelter, and the Chesapeake Bay Foundation.

#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(3) Describe policies, initiatives or projects that will increase community access to green spaces, parks and other amenities? A community can gain social and physical benefits from access to a healthy natural environment. The inclusion of complete streets, trails, green space, parks and trees contribute to the character and health of a community. Examples might include improvements to the tree canopy by planting street trees, improving local neighborhood streams, or reusing a vacant lot for a new community park or playground.** *(Answer Space 4,000 characters)*

The City will invest in system-wide improvements to convert main streets and avenues into “complete streets”— that is, streets which serve the full needs of the community. This will help improve community access to green spaces, parks, and other amenities.

Depending on the location, this could mean retrofitting existing streets to add sidewalks or tree planting strips, striping roadways to reinforce the shared use of streets for bicyclists, installing traffic calming measures, and approving a unified set of standards. Part of this policy is a goal of making Annapolis a premier community for safe and reliable bicycle transportation and walking, and promoting safe pedestrian and bicycle access to all schools in the community.

The design of Complete Streets elements will be done in coordination with the Maryland State Highway Administration’s Community Design Division. The State of Maryland has awarded Annapolis a Safe Routes to School grant and this and similar programs, such as the Sidewalk Retrofit Program, will be key tools for implementing this policy.

The primary function of major streets should be indicated through the use of landscape architectural treatments that are designed in harmony with the community character. West Street (MD 450), for example, is a major gateway from outside the city limits into the center of Annapolis. It should project a unified appearance as a gateway with street trees, plantings, street lights, bike lanes, sidewalks and improved crosswalks.

The City of Annapolis is committed to upholding the intent and spirit of the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973. This commitment extends to all programs, services and activities, such that no individual with a disability shall be discriminated against on the basis of his or her disability. Where applicable, the City ensures compliance with ADA standards and where possible, complies with ADA Best Practices.

The 2011 Bicycle Master Plan was developed to help plan and phase key projects. With the assistance of committed advocates, the City plans to create a world-class network of bicycling facilities and routes, and undertake the following key bicycle transportation improvements:

- Connect the Poplar and Spa Creek Trails.
- Extend the Poplar Trail to the downtown area in part by improving the service roads running parallel to West Street (MD 450).
- Extend the Poplar Trail to Parole, the Annapolis Mall, and to the Anne Arundel County South Shore Trail.
- Work with the State Highway Administration to install bicycle lanes on all State roads within the city.
- Develop a bicycle parking strategy that includes improved bicycle parking facilities at automobile parking facilities and other locations in commercial districts.
- Improve bicycle route signage and develop an action funding plan to implement the feasible bicycle facility improvements and policy changes recommended in the Bicycle Master Plan and previously in the Annapolis Bicycle Transportation Committee’s November 2008 Report.

In order to advance the implementation of the Bicycle Master Plan, the City has been working within the Maryland DOT Bikeways program and to date has received two (2) grant funding opportunities. These opportunities increase community access to green spaces and improve the character and health of the community.

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#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(4) Which community groups or stakeholders will be key to the implementation of the initiatives and projects noted in this section? (Answer Space 4,000 characters)**

There are several important stakeholders for ensuring implementation of the initiatives and projects noted in this section. In terms of preserving historic structures and material, the Historic Preservation Commission's seven volunteers, as well as its staff in the Department of Planning and Zoning regulate development in the historic district. The Heritage Commission is another important stakeholder that consists of seven residents and up to five at large members who have a demonstrated knowledge and interest in the history and culture of Annapolis.

MainStreets Annapolis Partnership is a key stakeholder with historic preservation, economic vitality, and environmental concerns as its main focus. Additionally, the Department of Neighborhood and Environmental Programs and the Annapolis Department of Transportation are key stakeholders for initiating many programs such as bike trails and improving green spaces.

For example, the Transportation Department was the lead agency on the adoption of the Master Bike Plan in 2011. The bicycle network in the City has a combination of strengths and weaknesses that relate to the suitability of the roadway infrastructure. Many of the communities' roadways are too narrow for State-approved bicycle lanes. The Master Plan recommends the creation of a network focusing on the many low-traffic, low speed limit residential streets. The primary arterial roadways providing access to the City are under State jurisdiction and are not conducive for bicycling based upon the speed limits and traffic volumes. The process behind implementation of the master plan is based on creating alternatives to these primary roadways so that bicycling can be used for all purposes, whether it be commuting, transportation, or recreation. With the implementation of the Bicycle Master Plan the City will move from a network with less than 10 miles of facilities to over 35 miles of facilities.

This is one example of how the goals of this plan will be implemented by a key stakeholder.

## IV. SUSTAINABLE COMMUNITY ACTION PLAN

### C. Enhancing economic competitiveness

**(1) What economic development policies, initiatives or projects will improve the economy through investments in small businesses and other key employment sectors? What economic development and business incentives will you build upon or implement as part of the SC Plan? Examples could include but are not limited to: green-taping for expedited project application review; permitting and inspection; job training; business tax credits; and, revolving loan funds. (Answer Space 4,000 characters)**

The City has in place several economic development policies that will help improve the economy through investments in key employment sectors. The MainStreet Annapolis Partnership focuses on implementing the standards set by the National Trust Main Street Center—including:

- Building comprehensive and sustainable revitalization efforts
- Developing a mission
- Fostering strong public-private partnerships
- Securing an operating budget
- Tracking economic progress
- Preserving historic buildings

The partnership is made up of local business owners, property owners, the City of Annapolis, lenders, real estate development professionals, residents and local business associations. These partners work together on five committees to enhance the traditional business communities Downtown, in Eastport, on Inner West Street, and in West Annapolis.

Additionally, the City of Annapolis Economic Development Corporation (AEDC) focuses efforts on attracting and retaining four key industries:

- Retail
- Maritime
- Technology
- Finance, Insurance and Real Estate

AEDC does this by:

- Building cooperative relationships with governmental agencies to smooth the way for business development
- Providing technical, site selection, and market analysis assistance to businesses
- Working to expand workforce development opportunities
- Marketing Annapolis to investors and consumers
- Keeping businesses up-to-date regarding economic and political developments
- Recognizing the significant contributions of resident businesses
- Assisting businesses in accessing capital
- Helping businesses achieve their objectives

The economic development policies that have been recently adopted by the City include:

- Holding optional pre-application meetings for commercial projects.
- Helping to streamline the development review process by requiring either an approval by the Board of Appeals or the Planning Commission, instead of both boards.
- Reviewing the expansion of the City's financing plan for commercial businesses faced with capital facilities related to water and sewer infrastructure and allocation fees.

Some of the AEDC's programs focused on small and start-up businesses include the following:

"Entrepreneurs & Inventors"

The AEDC recognizes and proudly supports Annapolis entrepreneurs and inventors. It offers a bi-monthly program that focuses on startups and early-stage companies seeking information on how to take their idea from a business plan to an investment. The 2.5 hour program hosts a guest speaker allowing for questions and comments. Experienced business start-up experts will be available for further advice. Two of the attendees will also be given an opportunity to pitch their plans to the experts and receive comments from three industry experts.

"Project Opportunity"

The AEDC has joined forces with the Salisbury Area Chamber of Commerce Foundation and TEDCO to offer Project Opportunity. This free education and outreach service provides technical assistance and financing opportunities to veterans who are considering starting their own business. The core of the program is an 11-week training program that leads to a business boot camp.

#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(2) What workforce development policies, initiatives or projects will increase access to jobs and economic opportunity for residents in the SC Area? Do you have a goal for job creation? Are green jobs an opportunity in the jurisdiction or SC Area? (Answer Space 4,000 characters)**

The City of Annapolis through the Annapolis Economic Development Corporation (AEDC) has set a goal of adding 150 jobs within the City this year. As a small jurisdiction with limited resources, the City of Annapolis relies on partnerships for workforce development.

State of Maryland:

The Maryland Department of Labor, Licensing and Regulations has a One-Stop Career Center in the City of Annapolis on West Street. It is part of a nationwide system that provides job information and services to job seekers and businesses. The office has resource areas equipped with internet access, a variety job search resource materials and resume writing software. They also provide on-line computer access, audio-visual libraries, free faxing, copying and telephone services for job search, and a variety of workshops to assist job seekers in finding employment.

Anne Arundel County:

Anne Arundel County has the Anne Arundel Workforce Development Corporation, which is a non-profit organization whose vision is to ensure that Anne Arundel County has a highly skilled workforce that meets the current and future needs of its businesses, and that its citizens have the tools, resources and up-to-date certifications they need to maximize their career potential.

Anne Arundel Community College (AACC):

Anne Arundel Community College is a fully accredited, public two-year institution serving more than 53,000 students each year. The college has become a nationally recognized leader for its innovative programs and services, commitment to learning-centered education and dedication to serving students and the community. AACC forms partnerships with businesses, government agencies, other colleges and community organizations to expand existing academic programs and begin new ones.

In the area of green jobs, the City of Annapolis is home to a number of green businesses, government offices and non-profit organizations, including the following:

- Headquarters for the Alliance for the Chesapeake Bay, which brings together individuals, organizations, businesses and governments to find collaborative solutions that benefit the land, waters, and residents of the Chesapeake Bay.
- Home of the Mid-Atlantic Regional Center for the National Wildlife Federation.
- Chesapeake Bay Program Office for the Environmental Protection Agency (EPA) and National Oceanic and Atmospheric Administration (NOAA)
- Headquarters for the Maryland Department of Natural Resources (DNR)
- National Social-Environmental Synthesis Center (SESYNC), a national research center, funded through a grant to the University of Maryland and founded at the intersection of natural and social sciences.
- New home of the Entomological Society of America, which is the largest organization in the world serving the professional and scientific needs of entomologists.
- Home of the Maryland Clean Energy Center, which encourages the transformation of the energy economy with programs that catalyze the growth of business, increase related "green collar" jobs, and make clean energy technologies, products and services affordable, accessible, and easy to implement for Maryland residents.
- Home of the Oyster Recovery Partnership (ORP), a non-profit that plans, promotes and implements science-based and sustainable shellfish restoration, aquaculture and wild fishery activities to protect our environment, support our economy and preserve our cultural heritage.
- Home of Annapolis Hybrid Marine who is the Eastern North American Distributor and Dealer for inboard electric propulsion systems.
- Home of Earth River Geothermal a locally-owned, full-service geothermal heating and cooling systems provider.
- Home to Energy Concepts Co., LLC, who designs and develops energy-efficient, heat-activated absorption systems and associated fluid contact equipment.

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#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(3) Describe whether the Sustainable Community will be impacted by the Base Re-alignment and Closure (BRAC) activities in Maryland. If impacted, how do the initiatives and projects in your Plan complement BRAC-related growth? (If not applicable, all ten points will be assessed based on answers to questions 1, 2, and 4) (Answer Space 4,000 characters)**

The Sustainable Community of Annapolis will be impacted by the Base Re-alignment and Closure activities. Fort Meade, located in Anne Arundel County, will gain over 10,000 jobs. The main challenge will be providing transportation for workers of all levels to be able to reach the centers of job creation.

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#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(4) Which community groups or stakeholders will be key to the implementation of the initiatives and projects noted in this section? (Answer Space 4,000 characters)**

The stakeholders that are key to the implementation of these economic initiatives include the Annapolis Economic Development Corporation (AEDC) and the MainStreet Annapolis Partnership. Both of these groups help educate small businesses about funding opportunities, as well as to offer organized forums where they can obtain advice and tips for their business.

Over the past two years, the AEDC has worked with MainStreet and the Department of Planning and Zoning to streamline applications and make it easier and quicker for businesses to approvals. It can be very difficult for smaller businesses in this proposed Sustainable Community to access expert advice such as attorneys and engineers. The Department of Planning and Zoning provides assistance with applications for such things as Special Exceptions and Variances, while the AEDC assists with location and background research and MainStreet helps with promotion and marketing.

## IV. SUSTAINABLE COMMUNITY ACTION PLAN

### **D. Promoting access to quality affordable housing.**

**(1) What housing policies, initiatives or projects will expand housing choices - rental and homeownership -- for people of a range of ages, incomes, and also for disabled individuals? How will these actions address the current housing conditions and needs noted in Section II? (Answer Space 4,000 characters)**

The City has several policies in its Comprehensive Plan that can be implemented in order to support access to a wide variety of housing choices. These include:

Policy 1 "Support Development of Housing Affordable to Workforce or Middle Income Households"

--Access funds to address housing needs of Workforce and Middle Income households, loosely defined as households earning between 80 percent and 120 percent of the Regional Median Family Income. Income range for a "Workforce" family of four in 2009 is \$64,000 - \$96,000. A family in this income range can typically afford a \$300,000 home. With an average price of \$354,000 for a house in Anne Arundel County in July 2009, "Workforce" families are priced out of the Annapolis housing market even after the effects of the housing downturn of 2009.

--Work with neighborhoods to consider allowing "mother-in-law apartments" or "granny flats" in owner-occupied houses in residential districts where the community finds them acceptable. This would benefit people in a range of ages, especially elderly parents who could live with their children, but with their own independent space.

Policy 2 "Support the Revitalization of Public Housing"

--Support the Housing Authority's (HACA) efforts to revitalize public housing, with the goal of ensuring quality housing for low-income residents. Revitalizing includes rebuilding and rehabilitating public housing complexes with a mix of ownership and rental units, new arrangements for property ownership (shared public-private ownership), and transitioning to private professional property management.

--As part of the Housing Authority's current and future redevelopment planning, the City should work with HACA to evaluate income diversity of public housing residents.

--While "bricks and mortar" are an important aspect of public housing, just as important is the social context of poverty and disparities in income and educational attainment experienced by public housing residents compared to the larger Annapolis community. The Housing Authority offers a range of supportive programs to public housing residents and the City recognizes that programs that address social disparities must be included in public housing's revitalization.

--Strive for efficient communication between the Housing Authority and City government and identify common goals for the improvement of quality of life in public housing communities. Regular meetings between City staff and the Housing Authority are recommended to help facilitate coordination and work toward achieving common goals.

Policy 3 "Support housing programs that assist low and moderate-income households with homeownership and housing rehabilitation"

--Utilize City Community Development Block Grant (CDBG) funds and other State and federal programs to offer housing rehabilitation programs that allow people to rehabilitate and stay in their homes, to help rehabilitate subsidized rental housing, and to provide homeownership opportunities.

--Foster partnerships with public, private, and nonprofit entities, particularly in efforts to acquire sites at a reasonable cost for purposes of affordable housing, including rehabilitation, redevelopment, and new development. In coordination with partner organizations, continue to pursue state and federal funds.

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#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(2) Will these housing initiatives or projects increase access to transit or community walkability and/or decrease transportation costs? In other words, will the housing investments result in more people living near work or town centers, or able to more conveniently reach work, school, shopping and/or recreation?** *(Answer Space 4,000 characters)*

The housing initiatives and projects that the proposed Sustainable Community are developing will help increase access to transit and walkability. Many City residents already live near bus stops, although the overall "Walk Score" for the City is 59, or "Somewhat Walkable" (<http://www.walkscore.com/MD/Annapolis>). Density can be increased in the City with less impact if such policies as allowing accessory apartments/"granny flats" are promoted. This will help make affordable dwelling that are within close proximity to transit. Rehabilitating and remodeling public housing units that are located near transit can also help achieve affordable density, with access to employment.

The sidewalks in Annapolis could also be improved and extended to improve walkability. The City has many State roads, which can sometimes make approval of new sidewalks more difficult. However, the State did resurface sidewalks along West Street, a main arterial, in 2012, which greatly improved walkability in the area.

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#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(3) What is your goal for of number of units to be created of affordable workforce housing, rental and homeownership? What populations (by income or special needs) will benefit from this increased access to affordable housing? (Answer Space 4,000 characters)**

To ensure that housing choices continue to be available to its residents and employees with moderate incomes, the City Council passed the Moderately Priced Dwelling Unit Law in 2004. This law requires that 12% of the houses for sale in new subdivisions of 10 or more units be moderately priced dwelling units (MPDUs). This means that the sale price or rent is below the market rate for other units in the same development.

To be eligible to purchase, or rent, through the MPDU program an individual or household must:

- o Have an income that is 100% or less than the median family income for the Baltimore Metropolitan Statistical Area (MSA), with adjustments for household size, as reported by the United States Department of Housing and Urban Development (HUD)

- o Not currently own a home and be:

- A City resident or employed within the City limits for at least the past twelve months

- A City of Annapolis employee beyond their probationary period

- A teacher or staff member in a school that is included in the Annapolis Senior High School district as defined by the Anne Arundel County Public Schools.

Currently the City has one rental property, which has 18 MPDU Units and four for-sale MPDU properties that are two bedrooms, one bathroom and are on the market for \$216,000. The first three MPDU units were recently sold. These three-bedroom units were priced at \$252,000 and are located in the City's Designated Revitalization Area on West Street. Several projects are in various stages in the development process and have the potential of producing another 45 for sale units. The Planning Department does not have any rental developments under review at this time.

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#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(4) Which community groups or stakeholders will be key to the implementation of the initiatives and projects noted in this section? (Answer Space 4,000 characters)**

The main stakeholders that are key to the implementation of these affordable housing initiatives are the City Staff in the Community Development Division of the Department of Planning and Zoning. This division manages the Community Development Block Grant Program, the Hope Repair Program, and the Moderately Priced Dwelling Unit Program. These are three essential programs for implementation of these initiatives and programs. This division works with the Comprehensive Planning Division to coordinate and establish policies in the City's Comprehensive Plan. The division also provides support to the City Council, Housing and Community Development Committee and implements special redevelopment projects and neighborhood revitalization initiatives. Furthermore, this division works with many local nonprofit agencies that further the reach of city initiatives.

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## **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

### **E. Support transportation efficiency and access.**

**(1) What policies, strategies and projects are envisioned to strengthen the transportation network that affects the proposed SC Area? How will these initiatives support transportation choices (including walking, bicycling, bus or rail transit, and carpooling) or otherwise promote an efficient transportation network that integrates housing and transportation land uses? (Answer Space 4,000 characters)**

The City of Annapolis advocates for regional decision-making and modal choice for transportation, as well as for eliminating bias against pedestrian, bicycle, public transit, and rail projects. It also is pursuing the establishment of an organizational structure and funding mechanism in support of cooperative transportation planning and funding that serves the Annapolis area, and even beyond the Annapolis region. These goals were proposed in the Annapolis Regional Transportation Vision and Master Plan that serves as a guiding document for improvements in the transportation system.

One transportation initiative that the City debuted in 2012 is the Circulator Trolley. This Circulator runs free-of-charge from downtown to the satellite parking garages located on West Street at a ten minute headway. Visitors and employees are encouraged to "store" their cars at these locations to leave short-term parking options available downtown. The City is also installing an upgraded wayfinding system. Funding for this program was approved for Fiscal Year 2014. The improved wayfinding will help direct motorists to parking garages and will also help bicyclists and pedestrians navigate the close distances between different attractions.

The City is pursuing the creation of a regional transit system serving the needs of Annapolis commuters, residents, and visitors. As a first step, a multi-modal transportation center is in the planning states. This center should be constructed to serve as the primary terminal for regional and local transit, taxis, and airport shuttles. The feasibility study that is now underway will focus on the specific needs of the center, its scope, overall program, and potential locations where the center could be constructed to best utilize the existing routes accessing the City. In addition to serving as the hub for public transit, it should provide intercept parking for vehicles, a bicycle rental facility, and be connected to the developing bicycle network.

The City recognizes that specific and targeted improvements to the local street system should be made with priority given to those that improve cross-town circulation, route continuity for public transit, and intersection capacities. The City will focus on travel demand management as a tool for improving circulation, accessibility, and mobility throughout Annapolis.

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#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(2) If applicable, describe the SC Area's connection or proximity to transportation centers (e.g. Metro, MARC, and light rail stations) and describe opportunities for Transit - Oriented Development (TOD). Will Plan strategies and projects contribute to jobs/housing balance or otherwise provide a mix of land uses that can be expected to reduce reliance on single-occupancy automobiles? (If transit or TOD is not applicable in your community, all points in this section will be based on questions 1 and 3) (Answer Space 4,000 characters)**

The City does not have any "typical" transportation centers such as Metro, MARC or light rail stations but with its transit system enables developments to feature elements of Transit Oriented Development. Recent residential and commercial developments in proximity to downtown Annapolis focus on the enhanced mobility provided by the transit system, the ease of pedestrian and bicycle access, and the overall benefits that brings to the community. These opportunities will continue with the pursuit of the multi-modal transportation center, which will create enhanced regional access as well as potential development opportunities for public-private partnerships. This multi-modal transportation center is currently in the initial planning and feasibility stage.

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#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(3) Which community groups or stakeholders will be key to the implementation of the initiatives and projects noted in this section? (Answer Space 4,000 characters)**

There are three main stakeholders that are key to the implementation of the initiatives and projects noted in this section. First is the Annapolis Department of Transportation (ADOT). The staff in this department works daily to improve the efficiency of the bus system and the Circulator Trolley. They also led the bicycle master planning process in 2011. Staff is currently leading the feasibility study for the multi-modal transportation center as well as pursuing the establishment of a regional transportation entity. The Department of Planning and Zoning works closely with ADOT on these and other studies. It also is responsible for implementing the transportation policies of the Comprehensive Plan

The Transportation Board is also an important stakeholder that reviews and proposes transportation projects in the City. This board is made of eleven residents from the City with a demonstrated interest in transportation, parking, or traffic.

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## **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

### **F. Coordinating and Leveraging Policies and Investment**

**(1) What specific steps will the Sustainable Community Workgroup take to coordinate policies and funding streams to remove barriers to investment and maximize and increase funding in the proposed Sustainable Community Area? (Answer Space 4,000 characters)**

The Sustainable Community Workgroup for Annapolis consists of members from the MainStreet Annapolis Partnership, the Mayor's Office, and members from the Community Development Division and the Comprehensive Planning Division of the Department of Planning and Zoning. These members will work to coordinate the goals of the Sustainable Community program with the Capital Improvement Program and to make changes to the City Code when applicable. For example, the Mayor has recently introduced a new ordinance that will enable businesses to pay their capital facility fees in installments. This option is currently only available to businesses in designated revitalization areas. The new ordinance will help businesses in other sections of the Sustainable Community area.

#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(2) How is the proposed Sustainable Community Plan consistent with other existing community or comprehensive plans? (Answer Space 4,000 characters)**

The proposed Sustainable Community Plan is consistent with the Annapolis Comprehensive Plan. The policies of the two plans overlap in key areas, including smart growth development, accessible and efficient transportation, expanding recreational areas, promotion of affordable housing, and environmental protection

The specific policies that overlap are:

- Growth will be directed primarily to four Opportunity Areas
- Protect and promote the neighborhood commercial retail centers in the city.
- Enhance the public realm of City Dock and its environs.
- Acknowledging the importance of the Maritime industry to Annapolis' character, identity, and economy, strive to ensure the Maritime industry's sustained health and viability.
- Continue to maintain stringent historic preservation requirements in the downtown area and protect and conserve neighborhoods utilizing the neighborhood conservation zoning designation.
- Annapolis' rich cultural history and wealth of current historic and cultural offerings will be protected and enhanced.
- Evaluate risks from sea level rise in decisions involving land use along the waterfront.
- Pursue the creation of a regional transit system serving the needs of Annapolis commuters, residents, and visitors.
- Specific and targeted improvements to the local street system should be made with priority to those that improve cross-town circulation, route continuity for public transit, and intersection capacities.
- The City will invest in system-wide improvement to convert main streets and avenues into "complete streets" – that is, streets which serve the full needs of the community.
- Enhance existing parks and facilities with the objective of supporting structured and informal recreation, protecting the natural environment, and encouraging human health and fitness.
- Complete the network of pedestrian and bicycle pathways.
- Reduce the polluting effects of stormwater runoff into the Chesapeake Bay and its tributaries.
- Protect and restore environmentally sensitive areas and other natural resources within the city.
- Shrink the City's Carbon Footprint and become a community of Green buildings to combat climate change.
- Support development of housing affordable to workforce or middle income households.
- Support housing programs that assist low and moderate-income households with homeownership and housing rehabilitation.

The Sustainable Communities Plan is consistent with other community plans as well, such as the City of Annapolis Community Development Block Grant Five Year Action Plan, the Annapolis Regional Transportation Vision and Master Plan, the Master Bike Plan, and the Sustainable Annapolis Community Action Plan.

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#### **IV. SUSTAINABLE COMMUNITY ACTION PLAN**

**(3) How will the Plan help leverage and/or sustain more private sector investments?** *(Answer Space 4,000 characters)*

The City of Annapolis will use the Sustainable Community designation and plan to help leverage private sector investments in several ways. Initial public investment often persuades businesses to open stores in new locations, for example. Public money can also be used to match private money, especially for projects such as rehabilitating housing stock. The Maritime Museum in Eastport is able to provide education programs by using public and private funds. The City has successfully leveraged private dollars in the past through public works programs such as street improvements and undergrounding utilities.

Under the City's capital improvement program, it continues to be aggressive in attracting new development and commercial revitalization while providing improvements for current citizens and businesses. Wherever possible, the City has dug out old utilities, and installed new water, sewer, storm drains, and gas, phone and electric lines. In Annapolis, overhead wires are not only unsightly, they also impede emergency vehicles on the historic district's narrow angled streets. State law and funding is being addressed with the goal of having the entire City unfettered by telephone poles and overhead wires by 2020. More than a beautification project; it is a matter of public safety. The City also manages many grant and loan programs that effectively partner with investors in the private sector.

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## **V. PROGRESS MEASURES**

### **For the Plan parts of section IV (A through F):**

#### **(1) List the specific outcomes that the Plan seeks to produce. (Answer Space 4,000 characters)**

There are many specific outcomes that this Plan will seek to produce. They include:

##### **A. Supporting existing communities & reducing environmental impacts**

- Encouraging infill development and growth in opportunity areas
- Maintaining limits on growth in environmentally sensitive properties
- Restoring stream beds
- Decreasing the City Government's environmental footprint through better design and adoption of best practices

##### **B. Valuing communities and neighborhoods -- building upon assets and building in amenities**

- Improving and connecting existing recreational areas
- Revitalize City Dock and the waterfront area
- Encourage a "Complete Streets" approach

##### **C. Enhancing economic competitiveness**

- Provide education opportunities for small businesses
- Promote green jobs
- Join regional transportation initiatives

##### **D. Promoting access to quality affordable housing**

- Support the Housing Authority in revitalizing public housing
- Use Community Development Block Grants to encourage housing upkeep and renovations

##### **E. Support transportation efficiency and access**

- Join regional transportation initiatives
- Improve walkability
- Promote the Circulator Trolley and improved wayfinding

##### **F. Coordinating and Leveraging Policies and Investment**

- Help craft new Code language to make it easier for businesses to operate in the City of Annapolis

---

## **V. PROGRESS MEASURES**

**(2) And, list the specific benchmarks that will be used to measure progress toward these outcomes. (Answer Space 4,000 characters)**

The specific benchmarks that will be used to measure progress include the following:

A. Supporting existing communities & reducing environmental impacts

- Building permits in opportunity areas
- Water quality of the City's surrounding rivers
- Number of streambed restorations
- % reduction in energy use by the city government

B. Valuing communities and neighborhoods -- building upon assets and building in amenities

- Miles of bike paths
- Adoption of the City Dock Master Plan
- New sidewalks

C. Enhancing economic competitiveness

- Reduction in unemployment rate
- Increase in number of green companies
- Member of regional transportation association

D. Promoting access to quality affordable housing

- Revitalized public housing
- Completion rate of Community Development Block Grants

E. Support transportation efficiency and access

- Better access to job through public transportation
- Walkability score
- Increase in use of Circulator Trolley

F. Coordinating and Leveraging Policies and Investment

- New ordinances

**CITY COUNCIL OF THE  
City of Annapolis**

**Resolution No. R-32-13**

**Introduced by: Alderman Budge**

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
Referred to	Referral Date	Meeting Date	Action Taken

**A RESOLUTION** concerning

**A Committee to Study Implementation of City Dock Plan**

**FOR** the purpose of establishing a committee to study any and all portions of the City Dock Master Plan not included or adopted by the City Council in Phase One in order to develop and present recommendations to the City Council as to which remaining portions of the City Dock Master Plan should be adopted or amended and, if amended, how those portions should so be amended.

**WHEREAS,** the 2009 Annapolis Comprehensive Plan called for a plan for the future of City Dock to be drafted by the Planning & Zoning Department with broad participation by the entire community, as well as downtown residents and businesses; and

**WHEREAS,** in 2010 the City formed the City Dock Advisory Committee called for in the Comprehensive Plan comprised of 25 residents, downtown merchants and representatives of maritime interests, which began meeting in November of that year; and

**WHEREAS,** the City Dock Advisory Committee solicited community input, held public meetings, received 29 presentations, deliberated upon the community input, explored the committee members own ideas for City Dock, and developed their *Visions and Guiding Principles* which the Committee reported to City Council on July 21, 2011; and

**WHEREAS,** the Department of Planning and Zoning, with the advice of the City Dock Advisory Committee and the assistance of professional consultants, conducted public forums, solicited input from stakeholders, held public meetings, and developed a Draft City Dock Master Plan and together with the City Dock Advisory Committee made a presentation to the City of Annapolis City Council on November 26, 2012; and

1 **WHEREAS,** the City Dock Master Plan remains the subject of considerable public debate  
2 and controversy, meriting additional study and citizen review and input; and  
3

4 **WHEREAS,** a portion of the City Dock Master Plan is proposed to be designated as "Phase  
5 One" by Ordinance O-7-13, Establishment of a New Zoning District: Waterfront  
6 City Dock, Phase One,  
7

8 **NOW THEREFORE BE IT RESOLVED** that the City shall establish a Committee to study any  
9 and all portions of the City Dock Master Plan not included or adopted in Phase One in order to  
10 develop and present to the City Council its recommendations on which of any remaining  
11 portions of the City Dock Master Plan should be adopted or amended and, if amended, how  
12 those portions should so be amended;  
13

14 **AND BE IT FURTHER RESOLVED** that the Committee shall actively solicit public input from all  
15 Wards of the City, shall solicit public input from stakeholders in the City Dock Study Area, and  
16 shall hold public meetings.  
17

18 **AND BE IT FURTHER RESOLVED** that the Committee shall be comprised of 15 individuals:  
19 one resident of each Ward to be appointed by the Mayor, one owner of a business located  
20 within a building on Dock Street, one owner of a building on Dock Street, a representative from  
21 Historic Annapolis, a representative of the Maritime Advisory Board, a representative of the  
22 Main Streets Partnership, a representative of the Annapolis Business Association, and a  
23 representative of the Annapolis Economic Development Corporation.  
24

25 **AND BE IT FURTHER RESOLVED** that the Committee shall be assisted in its efforts by the  
26 Department of Planning and Zoning.  
27

28 **AND BE IT FURTHER RESOLVED** that the Committee shall report its findings to the City  
29 Council within eighteen months of the Committee's formation.  
30

31

32 **ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

33  
34  
35  
ATTEST: THE ANNAPOLIS CITY COUNCIL

\_\_\_\_\_  
Regina C. Watkins-Eldridge, MMC, City  
Clerk  
BY \_\_\_\_\_  
Joshua J. Cohen, Mayor

36  
37  
38  
39  
40  
41 **EXPLANATION**  
42 CAPITAL LETTERS indicate matter added to existing law.  
43 [brackets] indicate matter stricken from existing law.

1  
2

Underlining indicates amendments.

## **Policy Report**

**R-32-13**

### **A Committee to Study Implementation of City Dock Plan**

The proposed resolution would establish a Committee to study all portions of the City Dock Master Plan not included or adopted in Phase One in order to develop recommendations to the City Council as to which remaining portions of the City Dock Master Plan should be adopted or amended and, if amended, how those portions should so be amended.

The Committee would be comprised of 15 individuals: one resident of each Ward to be appointed by the Mayor, one owner of a business located within a building on Dock Street, one owner of a building on Dock Street, a representative from Historic Annapolis, a representative of the Maritime Advisory Board, a representative of the Main Streets Partnership, a representative of the Annapolis Business Association, and a representative of the Annapolis Economic Development Corporation.

Prepared by Jessica Cowles, Legislative and Policy Analyst in the City of Annapolis Office of Law at JCCowles@annapolis.gov or 410.263.1184.

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7

**CITY COUNCIL OF THE  
City of Annapolis**

**Resolution No. R-33-13**

**Introduced by: Mayor Cohen**

LEGISLATIVE HISTORY			
<i>Legislative referrals are subject to City Council action at the time of introduction and are reflected in the City Council's adopted minutes</i>			
First Reading	Public Hearing	Fiscal Impact Note	90 Day Rule
Referred to	Referral Date	Meeting Date	Action Taken
7/8/13			
Finance Committee	7/8/13		

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23

**A RESOLUTION** concerning

**FY 2014 Fees for Refillable Container Licenses**

**FOR** the purpose of specifying fees that will be charged for refillable container licenses for on-sale and off-sale privileged alcoholic beverage license holders.

**WHEREAS,** Ordinance O-29-13 establishes a new category of Alcoholic Beverage License for refillable containers.

**WHEREAS,** Section 7.12.270 requires that fees for alcoholic beverage licenses be set by a resolution of the city council.

**NOW THEREFORE BE IT RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that the FY 2014 Fee Schedule is amended as follows:

**FY 2014 FEE SCHEDULE**

7.12.280	For alcoholic beverage license	
	<b>REFILLABLE CONTAINER LICENSE FOR HOLDERS OF A, B AND D CLASSES OF ALCOHOLIC BEVERAGE LICENSES</b>	<b>WITH CURRENT OFF-SALE PRIVILEGE. PLUS \$50.00</b>
		<b>WITHOUT CURRENT OFF-SALE PRIVILEGE, PLUS \$500.00</b>
	A, off sale, package goods:	
	-1 Six a.m. to twelve midnight, Monday through Saturday	
	Beer	\$730.00
	Beer and light wine	\$1,810.00
	Beer, wine and liquor	\$3,280.00
	.c Plus on-premises wine consumption	plus 25% of the base license fee
	-2 Six a.m. to midnight, seven days per week (special Sunday license)	
	Beer	\$880.00
	Beer and light wine	\$2,320.00
	Beer, wine and liquor	\$4,140.00
	.b Plus beer and wine tasting	plus \$480.00
	.c Plus on-premises wine consumption	plus 25% of the base license fee
	B, restaurants:	
	-1 Only with meals, six a.m. to midnight, Monday through Saturday	
	Beer	\$510.00
	Beer and light wine	\$1,190.00
	Beer, wine and liquor	\$1,890.00
	-2 Only with meals, six a.m. to midnight, seven days per week	
	(Special Sunday license)	
	Beer	\$760.00
	Beer and light wine	\$1,470.00
	Beer, wine and liquor	\$2,230.00

	-3 On sale, six a.m. to midnight, Monday through Saturday	
	Beer	\$680.00
	Beer and light wine	\$1,890.00
	Beer, wine and liquor	\$2,940.00
	-4 On sale, six a.m. to midnight, seven days per week	
	(Special Sunday license)	
	Beer	\$1,190.00
	Beer and light wine	\$2,410.00
	Beer, wine and liquor	\$3,800.00
	.x In addition, sales as authorized from midnight to two a.m.	
	Beer	plus \$410.00
	Beer and light wine	plus \$1,020.00
	Beer, wine and liquor	plus \$1,360.00
	a. In addition, off-sale Monday through Saturday during hours	
	Beer	plus \$210.00
	Beer and light wine	plus \$410.00
	Beer, wine and liquor	plus \$920.00
	b. In addition, off-sale Sunday during authorized hours (Special Sunday license)	
	Beer	\$110.00
	Beer and light wine	\$160.00
	Beer, wine and liquor	\$410.00
	C, clubs:	
	On sale, six a.m. to two a.m., seven days per week	
	Beer	\$1,130.00
	Beer and light wine	\$1,890.00
	Beer, wine and liquor	\$2,260.00
	D, taverns:	
	-1 On sale, six a.m. to midnight, seven days per week (Special Sunday license)	
	Beer	\$1,130.00
	Beer and light wine	\$2,070.00
	Beer, wine and liquor	\$3,090.00
	a. In addition, off-sale, Monday through Saturday during authorized hours	

	Beer	\$560.00
	Beer and light wine	\$680.00
	Beer, wine and liquor	\$1,070.00
	b. In addition, off-sale Sunday during authorized hours	
	(Special Sunday license)	
	Beer	\$160.00
	Beer and light wine	\$250.00
	Beer, wine and liquor	\$420.00
	E, hotels:	
	-1 On sale, six a.m. to midnight, seven days per week	
	(Special Sunday license)	
	Beer	\$1,020.00
	Beer and light wine	\$2,410.00
	Beer, wine and liquor	\$3,460.00
	.x In addition, sales as authorized from midnight to two a.m.	
	Beer	\$610.00
	Beer and light wine	\$1,020.00
	Beer, wine and liquor	\$1,890.00
	.a In addition, off-sale Monday through Saturday during authorized hours	
	Beer	\$410.00
	Beer and light wine	\$610.00
	Beer, wine and liquor	\$820.00
	.b In addition, off-sale Sunday during authorized hours	
	(Special Sunday license)	
	Beer	\$160.00
	Beer and light wine	\$210.00
	Beer, wine and liquor	\$280.00
	F, yacht clubs:	
	All hours, on sale, seven days per week (Special Sunday license)	
	Beer	\$2,270.00
	Beer and light wine	\$4,560.00
	Beer, wine and liquor	\$6,830.00
	ICA, Institutions for the Care of the Aged:	

	On sale, seven days per week during authorized hours	
	Beer, wine and liquor	\$2,660.00
	WB, wine bars	\$2,300.00

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2013.

ATTEST:

THE ANNAPOLIS CITY COUNCIL

BY

\_\_\_\_\_  
Regina C. Watkins-Eldridge, MMC, City Clerk

\_\_\_\_\_  
Joshua J. Cohen, Mayor

**EXPLANATION**

CAPITAL LETTERS indicate matter added to existing law.

[brackets] indicate matter stricken from existing law.

Underlining indicates amendments.

## City of Annapolis Budget Revision Request

Control number GT-25-13

Department  
Public Works Water Plant

		TRSF TO	TRSF FROM
EXPENDITURES			
Water Plant R & M			200,000.00
Water Tank REHAB		200,000.00	

To transfer from Water Operating Account to Capital Project established for rehab to water tanks in order to paint various water tanks.

Approved for Financial & Accounting Sufficiency:

Bruce Heller  
Finance Director

N. J. Munn  
Department Director

Approved by:  
Mayor  
Finance Committee  
City Council

Sheela M. Jayaram (acting)  
Sheela M. Jayaram

**Melissa Leaman - Fwd: Re: tank painting**

---

**From:** Brian Snyder  
**To:** Melissa Leaman  
**Date:** 6/14/2013 1:18 PM  
**Subject:** Fwd: Re: tank painting  
**CC:** Bruce Miller; Jason Hundley

---

FYI...

>>> Thora Burkhardt 6/14/2013 12:56 PM >>>

I am still unclear whether the CIP account that is currently in place is the appropriate place for this, but if so, it is account #62340 71002, which last I checked had \$6,645 in it in bond \$.

>>> Marcia Patrick 6/14/2013 12:14 PM >>>

Brian,

*FROM*

The funds for tank painting are currently in the FY 2013 Water Plant R&M Buildings account (62450 524010). Please have \$200,000 moved to a CIP account as we discussed so that the tank painting can be re-bid and occur later this summer.

Please let me know if you have any questions.

Thanks,

Marcia

*TO*  
*Water CIP - Imp - Bldgs - Water Tank Rehab*  
*62340 71002*

\$200,000

*62340-583000-71002*  
*62392-484500-71002*

*G-7-25*

## City of Annapolis Budget Revision Request

Control number GT-26-13

Department  
Mayor

		TRSF TO	TRSF FROM
Community Grants		5,000.00	
Contingency			5,000.00

To provide transfer of funds from contingency account that has current balance of \$150 474 to Community Grant account to fund donation to boys club.

*sqrlc*

Approved for Financial & Accounting Sufficiency:

*PDM*

Finance Director

*[Signature]*

Department Director

Approved by:  
Mayor  
Finance Committee  
City Council

*Sheila M. Galayon (acting)*  
*Sheila M. Galayon*

**Melissa Leaman - Fwd: Boys club funding**

---

**From:** Bruce Miller btmiller<btmiller@annapolis.gov>  
**To:** MSLeaman@annapolis.gov  
**Date:** 6/15/2013 9:44 AM  
**Subject:** Fwd: Boys club funding

---

Another year end transfer- this time from reserves

5,000  
From Reserves  
To Community Match

Sent via the Samsung Galaxy S™III, an AT&T 4G LTE smartphone

----- Original message -----

**From:** "Mike Mallinoff <mdmallinoff@annapolis.gov>" <mdmallinoff@annapolis.gov>  
**Date:**  
**To:** Bruce Miller <BTMiller@annapolis.gov>  
**Cc:** Joshua Cohen <JJC@annapolis.gov>  
**Subject:** Boys club funding

>>> "Mike Mallinoff" 2013-06-12T09:43:26.200047 >>>

Need to touch base on 5 k boys club funding issue. Don't know the particulars but I think it's a county match issue. Josh would know the particulars.

Sent from my iPad

6-7-24  
FOW

## City of Annapolis Budget Revision Request

Control number GT-27-13

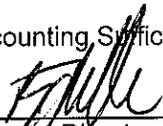
Department  
Law

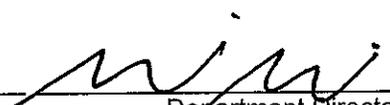
		TRSF TO	TRSF FROM
Legal Settlements		30,000.00	
Contingency			30,000.00

**1A5**

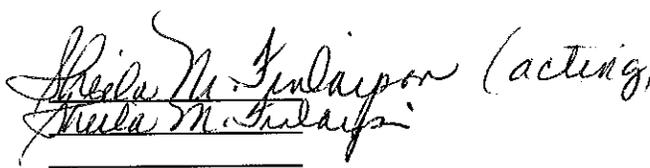
To provide transfer of funds from contingency account that has current balance of \$150,474 to Law office account for settlements. This is to pay for 2 settlements regarding Federal Housing Litigation  
*House*

Approved for Financial & Accounting Sufficiency:

  
Finance Director

  
Department Director

Approved by:  
Mayor  
Finance Committee  
City Council

 (acting)  
Sheila M. Gindoff

## City of Annapolis Budget Revision Request

Control number GT-28-13

Department  
FIRE

		TRSF TO	TRSF FROM
Fire Contract Services	58,988.86		
Contingency			58,988.86

**115**

To transfer from Contingency account current balance \$~~150~~474, funding for supplemental  
 Fy2012 Appropriation to pay for EMS Billing Past due FY2012 invoices

Approved for Financial & Accounting Sufficiency:

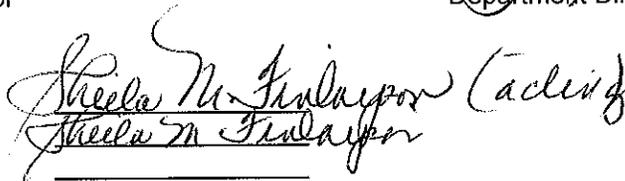


Finance Director



Department Director

Approved by:  
 Mayor  
 Finance Committee  
 City Council



Sheila M. Fulaynor (acting)

**City of Annapolis  
EMS Billing - Past Due Payments**

*Outstanding Checks  
Check Rec'd*

FY 2013	
Apr-13	2,915.25
Mar-13	4,256.76
Feb-13	2,748.23
Jan-13	3,473.70
Dec-12	1,975.56
Nov-12	3,100.36
Oct-12	2,491.38
Sep-12	770.45
Aug-12	1,952.35
Jul-12	1,590.60
<b>Total:</b>	<b>\$ 25,274.64</b>

FY 2012	
Jun-12	1,653.90
May-12	3,238.81
Apr-12	5,423.13
Mar-12	9,783.10
Feb-12	1,322.78
	<b>\$ 21,421.72</b>
<b>Equipment Charges</b>	<b>\$ 37,567.14</b>
<b>Total:</b>	<b>\$ 58,988.86</b>

**Total Past Due w/ Equipment:**  
**Total Past Due w/o Equipment:**

**\$84,263.50**  
**\$46,696.36**

*Supplemental appropriation  
FY13 out of contingency  
\$58,988.86  
Strike - Meeting before end of FY  
FY14 - cut of revenues  
FY15 - expense*

*FY 2012  
Supplemental appropriation  
contingency or reserves  
to Fire-Contracted Services  
\$58,988.86*

*EMS Billing Past due invoices  
FY 2012*

Red Light- PO through PD?

>>> "Tilton, Jay" <Jay.Tilton@xerox.com> 04/26/13 02:28PM >>>  
Hi Shirley,

I'm attaching two new invoices for February and March 2013:

Vendor # 50514

FY 13 {	Mar-13	901817	\$4,256.76*
	Feb-13	891321	\$2,748.23*

I also still need help tracking down the status of multiple invoices from last year:

FY 13 {	Jan-13	881189	\$3,473.70*
	Dec-12	870826	\$1,975.56*
	Nov-12	859384	\$3,100.36*
	Oct-12	849951	\$2,491.38*
	Sep-12	849900	\$770.45*
	Aug-12	830514	\$1,952.35*
	Jul-12	821270	\$1,590.60*
FY 12 {	Jun-12	811649	\$1,653.90*
	May-12	801966	\$3,238.81*
	Apr-12	792382	\$5,423.13*
	Mar-12	786457	\$9,783.10*
	Feb-12	772283	\$7,583.97*

There are also some previous "Equipment Pass Through" charges totaling \$37,567.14 from late 2011 and early 2012 that were on hold. See attachment! *Lo Payments for ? 2/12 Invoice shows with print? 6,201.19?*

Please look into these for me and let me know if there is any more information you need. I'll be in Annapolis next week if you'd like to meet to go over any of them or discuss the hold on the Equipment Pass Through charges.

FY 2012 67.5K

Regards,  
Jay Tilton

FY 2013 23K

No PD for FY 13  
EMS - ambulance billing

01042 434060  
YTD 573,632.94



ACS State & Local Solutions

INVOICE

Invoice 772283  
 Page Number: 1  
 Date: 3/23/2012  
 Customer: 385142

Please Remit Payments To:  
 Affiliated Computer Services  
 P.O. Box 201322  
 Dallas TX 75320-1322

SOLD

TO: ANNAPOLIS EMS  
 CITY OF ANNAPOLIS-FINANCE DEPARTMENT  
 ATTENTION: SHIRLEY TRIPODI  
 160 DUKE OF GLOUCESTER STREET  
 ANNAPOLIS MD 21401

SHIP

TO: ANNAPOLIS EMS  
 CITY OF ANNAPOLIS-FINANCE DEPARTMENT  
 ATTENTION: SHIRLEY TRIPODI  
 160 DUKE OF GLOUCESTER STREET  
 ANNAPOLIS MD 21401

Amount Enclosed:

[Empty box for amount enclosed]

ORDER NO	CUSTOMER #	CUSTOMER PO	TERMS	DUE DATE	
881009	385142		NET 30	4/22/2012	
ITEM NO.	DESCRIPTION	UM	QUANTITY	UNIT PRICE	AMOUNT
8555010	For Services Rendered February 1, 2012 through February 29, 2012 (\$25,195.82 @ 5.25%)	EA	1	1,322.7800	1,322.78
8800000	Equipment Pass Through - Payment 6 of 6 - toward balance of \$37,567.14	EA	1	6,261.1900	6,261.19

*Ems office  
#7978*

<b>Subtotal:</b>	\$7,583.97
<b>Tax:</b>	
<b>Total:</b>	\$7,583.97



Xerox State & Local Solutions, Inc.

INVOICE

Invoice 811649

Page Number: 1

Date: 7/24/2012

Customer: 385142

Please Remit Payments To:  
Affiliated Computer Services  
P.O. Box 201322  
Dallas TX 75320-1322

SOLD

TO: ANNAPOLIS EMS  
CITY OF ANNAPOLIS - FINANCE DEPARTMENT  
ATTENTION: SHIRLEY TRIPODI  
160 DUKE OF GLOUCESTER STREET  
ANNAPOLIS MD 21401

SHIP

TO: ANNAPOLIS EMS  
CITY OF ANNAPOLIS - FINANCE DEPARTMENT  
ATTENTION: SHIRLEY TRIPODI  
160 DUKE OF GLOUCESTER STREET  
ANNAPOLIS MD 21401

Amount Enclosed:

[Redacted box]

ORDER NO.	CUSTOMER #	CUSTOMER LO	TERMS	DUE DATE	
929832	385142		NET 30	8/23/2012	
ITEM NO.	DESCRIPTION	UM	QUANTITY	UNIT PRICE	AMOUNT
8555010	For Services Rendered June 1, 2012 to June 30, 2012 \$31,502.87 @ 5.25%	EA	1	1,653.900000	1,653.90

<b>Subtotal:</b>	\$ 1,653.90
<b>Tax:</b>	
<b>Total:</b>	\$ 1,653.90



Xerox State & Local Solutions, Inc.

INVOICE

Invoice 801966

Page Number: 1

Date: 6/22/2012

Customer: 385142

Please Remit Payments To:  
Affiliated Computer Services  
P.O. Box 201322  
Dallas TX 75320-1322

SOLD

TO: ANNAPOLIS EMS  
CITY OF ANNAPOLIS-FINANCE DEPARTMENT  
ATTENTION: SHIRLEY TRIPODI  
160 DUKE OF GLOUCESTER STREET  
ANNAPOLIS MD 21401

SHIP

TO: ANNAPOLIS EMS  
CITY OF ANNAPOLIS-FINANCE DEPARTMENT  
ATTENTION: SHIRLEY TRIPODI  
160 DUKE OF GLOUCESTER STREET  
ANNAPOLIS MD 21401

Amount Enclosed:



ORDER NO	CUSTOMER #	CUSTOMER PO	TERMS	DUE DATE
918591	385142		NET 30	7/22/2012

ITEM NO	DESCRIPTION	UM	QUANTITY	UNIT PRICE	AMOUNT
8555010	For Services Rendered May 1,2012 through May 31,2012 \$61,691.70 @ 5.25%	EA	1	3,238.810000	3,238.81

<b>Subtotal:</b>	\$ 3,238.81
<b>Tax:</b>	
<b>Total:</b>	\$ 3,238.81



Xerox State & Local Solutions, Inc.

INVOICE

Invoice 792382

Page Number: 1

Date: 5/23/2012

Customer: 385142

Please Remit Payments To:  
Affiliated Computer Services  
P.O. Box 201322  
Dallas TX 75320-1322

SOLD

TO: ANNAPOLIS EMS  
CITY OF ANNAPOLIS-FINANCE DEPARTMENT  
ATTENTION: SHIRLEY TRIPODI  
160 DUKE OF GLOUCESTER STREET  
ANNAPOLIS MD 21401

SHIP

TO: ANNAPOLIS EMS  
CITY OF ANNAPOLIS-FINANCE DEPARTMENT  
ATTENTION: SHIRLEY TRIPODI  
160 DUKE OF GLOUCESTER STREET  
ANNAPOLIS MD 21401

Amount Enclosed:



ORDER NO	CUSTOMER #	CUSTOMER PO	TERMS	DUE DATE
907458	385142		NET 30	6/22/2012

ITEM NO	DESCRIPTION	UM	QUANTITY	UNIT PRICE	AMOUNT
8555010	For Services Rendered April 1, 2012 - April 30, 2012 \$103,297.72 @ \$5.25%	EA	1	5,423.130000	5,423.13

<b>Subtotal:</b>	\$ 5,423.13
<b>Tax:</b>	
<b>Total:</b>	\$ 5,423.13



Xerox State and Local Solutions, Inc.

INVOICE

Invoice 786457
Page Number: 1
Date: 5/11/2012
Customer: 385142

Please Remit Payments To:
Affiliated Computer Services
P.O. Box 201322
Dallas TX 75320-1322

SOLD

TO: ANNAPOLIS EMS
CITY OF ANNAPOLIS-FINANCE DEPARTMENT
ATTENTION: SHIRLEY TRIPODI
160 DUKE OF GLOUCESTER STREET
ANNAPOLIS MD 21401

SHIP

TO: ANNAPOLIS EMS
CITY OF ANNAPOLIS-FINANCE DEPARTMENT
ATTENTION: SHIRLEY TRIPODI
160 DUKE OF GLOUCESTER STREET
ANNAPOLIS MD 21401

Amount Enclosed:



Table with 5 columns: ORDER NO, CUSTOMER #, CUSTOMER PO, TERMS, DUE DATE. Row 1: 904027, 385142, , NET 30, 6/10/2012

Main table with 6 columns: ITEM NO, DESCRIPTION, UM, QUANTITY, UNIT PRICE, AMOUNT. Row 1: 8555010, For Services Rendered March 1, 2012 through March 31, 2012 (\$186,344.67 @ 5.25%), EA, 1, 9,783.100000, 9,783.10

Summary table with 2 columns: Label, Amount. Rows: Subtotal: \$ 9,783.10; Tax: ; Total: \$ 9,783.10



Chartered 1708

Joshua J. Cohen, Mayor  
City of Annapolis  
160 Duke of Gloucester Street  
Annapolis, Maryland 21401

May 20, 2013

To: Alderpersons, City Of Annapolis

From: Mayor Joshua J. Cohen

Re: Annapolis Environmental Commission

I respectfully submit for your approval the appointment of Ms. Sari J. Kiraly to the Annapolis Environmental Commission. Ms. Kiraly is a resident of Ward 8 and this appointment fills a vacancy on the Commission. Her resume is attached.

Sari J. Kiraly  
1222B Boucher Ave  
Annapolis, MD 21403  
410-626-0023  
sarikiraly@gmail.com

Thank You.

JJC/hrr

Reviewed by: <input checked="" type="checkbox"/> Environmental Matters Committee _____
<input checked="" type="checkbox"/> Favorable      _____ Unfavorable
<u>David Little</u> <u>6/18/13</u>
Committee Chair      Date

**SARI KIRALY**

1222 B Boucher Ave., Annapolis, MD 21403; (410-626-0023); sarikiraly@gmail.com

**Bio Summary**

I have been a resident of Annapolis for eleven years. I reside in the Eastport district of Annapolis with my husband Dr. Rodney Tomlinson, senior Professor in the Political Science Department at the U.S. Naval Academy. I am currently the Ward 8 (Eastport) Alternate on the Annapolis Democratic Central Committee (ADCC).

I recently retired from the National Oceanic and Atmospheric Administration's (NOAA) National Marine Fisheries Service where my career centered on marine resource management and environmental conservation, including projects to conserve marine fishery populations and marine and coastal fishery habitats. I was instrumental in major NOAA programs to conserve coastal wetlands that support fishery resources. Most recently, I was project manager for developing a program to revitalize the Atlantic swordfish fishery after the population rebounded from overfishing, for which I was awarded a Bronze Medal from the U.S. Department of Commerce (NOAA's parent Federal agency).

I was born and raised in Connecticut, and hold Bachelor and Master of Science degrees in Biology from New York University (NYU). I began my career in New York City, working in environmental consulting, and moved to the Washington DC area after joining the Federal Government. Prior to joining NOAA, where I spent the majority of my career, I worked for the U.S. Department of Interior, in the offshore oil and gas leasing program, addressing potential impacts of exploration and production on marine resources. I am now looking forward to focusing on the environmental concerns of the Chesapeake Bay watershed, including Annapolis and its surrounding environs.

## **SARI J. KIRALY**

1222B Boucher Ave, Annapolis, MD 21403; 410-626-0023

### **PROFESSIONAL EXPERIENCE**

**Profile:** Experience in a broad range of Federal programs and projects pertaining to scientific research and management of living marine resources, particularly marine and coastal habitats. Expertise in project management, program development and coordination, marine science assessment and interpretation for technical and policy applications, interagency coordination to address habitat conservation related issues, Federal grants and contract oversight.

#### **NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION 1985-2010 (retired)**

##### **\*National Marine Fisheries Service (NMFS) 1996-2010**

##### **Office of Sustainable Fisheries, Highly Migratory Species Management Division 1997-2010**

Project manager for the Swordfish Pelagic Longline Fleet Revitalization project which involved developing fishery management regulations and supporting analyses for rebuilding the Atlantic swordfish fishery – awarded U.S. Department of Commerce Bronze Medal.

Program coordinator for Highly Migratory Species (HMS) (i.e., sharks, tunas, swordfish, billfishes) Essential Fish Habitat identification and conservation, including oversight for developing Geographic Information Systems, preparing analytical documents, and organizing related scientific symposia ; co-authored the peer-reviewed scientific publication: Kiraly *et al.* "Deepwater and other Sharks of the U.S. Atlantic Exclusive Economic Zone. *Marine Fisheries Review*. Vol 65 No. 4. April 2005.

As COTR, provided technical oversight for the 3-year Northeast Distant Fishery (Grand Banks) Sea Turtle Bycatch Reduction Project, which resulted in the development of fishing gear and practices to minimize sea turtle bycatch in the swordfish longline fishery.

Program coordinator for issuing HMS scientific research permits and exempted fishing permits to collect HMS for display.

Constituent affairs and outreach coordinator: co-authored the "HMS Management Division Outreach Plan 2008-2013."

##### **Office of Operations, Management and Information, Planning and Development Division 1996-1997**

Constituent affairs and outreach coordinator for NMFS headquarters: organized public constituent meetings for the NMFS Administrator; developed projects for publicizing NMFS conservation efforts, fishery management activities, and scientific research; NMFS lead for the International Year of the Ocean - co-authored "Ensuring the Sustainability of Ocean Living Resources"



Chartered 1708

Michael D. Mallinoff, City Manager  
City of Annapolis  
160 Duke of Gloucester Street  
Annapolis, Maryland 21401

April 5, 2013

To: Alderpersons, City Of Annapolis

From: Mayor Joshua J. Cohen

Re: Board of Appeals

I respectfully submit for your approval the appointment of Mr. Robert P. Gallagher to the Board of Appeals. Mr. Gallagher is a resident of Ward 1 and this appointment fills a vacancy on the Commission. His resume is attached.

Robert P. Gallagher  
113 Spa View Avenue  
Annapolis, MD 21401  
410-263-2417  
riverkeeper113@verizon.net

Thank You.

JJC/hrr

Reviewed by: Economic Matters Committee

Favorable       Unfavorable

Frederick M. Lane  
Committee Chair

6/6/13  
Date

April 4, 2013

## Biographical Summary of Robert Patrick Gallagher

I graduated from the George Washington University in 1968 and from the George Washington University Law School in 1971. I was hired through the U.S. Department of Justice, Honors Program, into the Civil Rights Division where I prosecuted civil rights litigation from 1971 to 1974. In 1974 and 1975, I was the director of the Palau District Office of the Micronesian Legal Services Corporation in Koror, Palau. From 1976 until 1982, I worked for the U.S. Department of Labor where I conducted and supervised litigation under the Employee Retirement Income Security Act of 1974 and consulted with senior Ford, Carter and Reagan administration officials on pension and health benefits policy.

In 1982, I joined Groom and Nordberg, Chartered, a firm of 50 lawyers specializing in pension, employee benefits and insurance law. The firm later became known as Groom Law Group. I served as managing partner of the firm for three years. I specialized in advising and defending benefit plan fiduciaries including Fortune 100 corporations, financial institutions and government and collectively bargained benefit plans. I retired from the firm in December 2005.

During my career in the law, I participated in cases before the U.S. Supreme Court, most of the U.S. Courts of Appeals and at least 25 federal district courts. I have written numerous articles on fiduciary responsibility and have lectured for more than twenty organizations around the country. I have appeared as an expert witness in litigation and testified before the U.S. Congress. My contributions to the field of employee benefits law have been recognized in Who's Who In the Law, Best Lawyers in America and Chambers U.S.A.

In January 2005, I formed West/Rhode Riverkeeper, Inc., as an affiliate of Waterkeeper Alliance. West/Rhode Riverkeeper, Inc. is a tax-exempt conservation organization dedicated to the protection and