

**Planning Advisory Board  
Meeting Summary  
March 10, 2021**

**Attendance:**

James Thornton  
Diane Sengstacke  
Aaron Penman  
Geoffrey Close

**P&Z Staff:**

Jenny Jarkowski  
Jennifer Freeman  
Dave Culver

1) The meeting was called to order at 6:00 p.m.

2) **Minutes/Summary**

The PAB members approved the summary of the February 2021 PAB meeting.

3) **Board of Appeals/Permit Center**

Dave Culver from Planning and Zoning presented about Board of Appeals and the Permit Center. The Zoning Code is the regulations for development within a jurisdiction. It sets about creating various zones for each different use. There are different types of zoning. Harford County uses Euclid Zoning. The other types are Performance and Form Based Zoning. A Building Code is a set of laws enacted by a jurisdiction that determine the required design and construction standards for home construction. Harford County uses the International Code Council (ICC). He talked about what needs a permit. Harford County has been using the internet for building permits. It is the ePermit Center. It is being updated often. Mr. Culver also went over the Board of Appeals process. A Hearing Examiner hears the case on behalf of the County Council. That decision can be appealed to the County Council and the County Council decision can be appealed to Circuit Court. He also talked about the Peoples Counsel. The BOA can hear Variances, Special Exceptions, Special Developments, Rezoning and Appeals of Written Determination by the Director of Planning. Mr. Culver went over the process. He also went over the requirements for each request. There are also variances from Natural Resources, Chesapeake Bay Critical Area Overlay District, and Floodplain Management.

Mr. Close asked if we had 2 Hearing Examiners. Mr. Culver said he is not sure if they hired someone. Mr. Thornton asked if the ePermit Center was a third party

software. Mr. Culver said it is a third party software that interfaces with another program they use called EnerGov. Mr. Thornton asked about the Municipalities permits. Mr. Culver said they do their own zoning and the County issues the building permit. Mr. Thornton asked about customer feedback. Is there a formal measure of that? Mr. Culver said it is antidotal for the ePermit Center because it has been pushed out quickly because of Covid. Mr. Close asked if you could go through the process and not even go to the building. Mr. Culver said that is correct. Mr. Thornton asked about how many people work in his area and what is the career path. Mr. Culver said the Planning Department is about 38 people. The planning field offers many different paths.

#### **4) Other Business**

They discussed a few agenda ideas. Next month they will have a presentation about the legislative overview. The May meeting will get a presentation about the Bike/Ped Plan. Mr. Penman asked about Agricultural Preservation. The next PAB meeting is scheduled for April 14<sup>th</sup> at 6 pm.

This meeting was adjourned at 6:45 PM.