

**Planning Advisory Board  
Meeting Summary  
March 29, 2023**

**Attendance:**

Kristin Kirkwood  
Glenn Gillis  
Stephanie Flasch  
Casi Boyer  
Aimee O'Neill

**P&Z Staff:**

Shane Grimm  
Jennifer Freeman

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

2) **Welcome/Introductions**

Each new PAB member and Planning and Zoning staff introduced themselves. The new members include Kristin Kirkwood (Chair), Glenn Gillis, Stephanie Flasch, Casi Boyer, and Aimee O'Neill.

3) **General Overview of Activities**

Mr. Grimm went over what the new administration has started to do. There is the warehouse moratorium. They are going to be consolidating the Community Advisory Boards. They want to put more of a planning focus in the Advisory Boards. Mr. Grimm will be presenting information about zoning to the different Community Advisory Boards. This will explain the development process and what the Planning and Zoning Department does. He explained the difference between Harford County's Development Advisory Committee and a Planning Commission. Mr. Grimm wants the Department to be more transparent than they have been in the past. He wants to have a Development Review Planner assigned to each community area.

Ms. Flasch asked if they had made the groupings of the Community Advisory Boards yet. Mr. Grimm said yes. Cindy Mumby is the contact. Ms. Flasch asked for a copy of the groupings. Ms. O'Neill said she can provide a copy. She said to be a viable CAB you had to meet twice a year.

Ms. Kirkwood asked what Mr. Grimm is looking for from the PAB. Mr. Grimm said he would like feedback about legislation, zoning code changes, and master plan changes. Also, the PAB makes recommendations on Comp zoning. They can be as productive as they want to be. The members need to bring agenda items as well.

Mr. Gillis pointed out that the PAB members are from all over the county. Mr. Grimm said he recommended that. Ms. Kirkwood said she was named the Chair of the PAB. What are the expectations for that position? Mr. Grimm said she would be responsible for setting the agenda. Ms. O'Neill asked an agenda item for the next meeting be what this current administration's views are of the Master Land Use Plan, HarfordNext, and the county zoning. Mr. Grimm said since it is only 4 months into the current administration, he doesn't have the information to share yet. There hasn't been a discussion.

#### **4) Master Plan**

Ms. O'Neill asked about the issues that were brought up with the transition teams. And Ms. Kirkwood asked about a timeline about what is being done. Mr. Grimm said he can talk about a timeline for Planning and Zoning. State Land Use article says jurisdictions will do a master plan every 10 years. Our code says Comprehensive Zoning is done every 8 years. Planning and Zoning is doing an edit to HarfordNext, which is the master plan, since it is only 6 years old. The elements plans will receive the biggest updates. The land use map is what helps with comprehension rezoning.

Ms. Kirkwood asked about right zoning and not just upzoning. Mr. Grimm said the administration would be fine with making the zoning correct. The property owner would need to be okay with it. And the only thing Planning and Zoning and the PAB do is make a recommendation. The County Council makes the decisions. Ms. Kirkwood asked if the County Executive had veto power. Mr. Grimm said yes. That is why we are out of cycle.

Mr. Grimm said the edit of the Master plan has a 12-month time frame. He thinks comprehensive rezoning will start in the Fall of 2024. It needs to be initiated every 8 years. In Fall of 2024, that would be 7 years. And comprehensive zoning must be completed in 12 months.

Ms. Flasch asked if the Master Plan tracking would change. Mr. Grimm said the trackers are no longer on the website. Just the document is on the website. Ms. Flasch asked if MDP ever gives a timeline. Mr. Grimm said no. Once we finish an update, we send it to MDP. Sometimes it is important if part of the plan is tied to other programs and funding.

Mr. Gillis asked about changes affecting the development envelope. Mr. Grimm said it was developed in 1977. It is where the facilities and infrastructure are. Mr. Gillis is interested to see if there is swift change in where high-density development is. Ms. Boyer asked about Enforcement. Mr. Grimm said the master plan is broken into sections. Then it uses communities to show how each section will address various goals. Ms. Flasch said it seems like it lacks the enforcement component. Ms. O'Neill said it can only be implemented by the people. The government can say what they think should be

done. The government doesn't develop the properties. Ms. Kirkwood talked about parkland acquisition. There are ways the government can implement the master plan. Mr. Grimm said green space within the development envelope is getting harder to acquire. Ms. Flasch said green infrastructure in the master plan has had no action to make it work. They look forward to the update. Mr. Grimm said they are guiding policy documents.

Ms. O'Neill said she would like to talk about enforcement of the existing code. Which was discussed in the transition team. Also, they discussed design requirements. These are some topics to discuss in the PAB. Mr. Grimm said some of those things are being done now. Enforcement is being addressed. They discussed design standards.

Mr. Grimm talked about a zoning code rewrite. They really need to look at an update. They are going to look at the permitted use chart. Ms. Flasch said they could use the master plan as a guide. If this board talks about a topic, they can make a recommendation to the administration.

Mr. Gillis asked to see the transition team reports. Ms. Kirkwood said she can send it around. Ms. Flasch asked about resources. And they discussed looking at the Master Plan section by section. Ms. Kirkwood asked about the PAB writing guidelines for the Master Plan rewrite. Mr. Grimm said that is for a new master plan. Right now, they are just doing an update.

Mr. Gillis said he knows Aberdeen is trying to finalize their comprehensive plan. Can the PAB help with the municipalities? Mr. Grimm talked about annexations and county facilities. He talked about Ag preservation with respect to Aberdeen.

Ms. Kirkwood talked about topics for the PAB to discuss. They will be put on agendas in the future. Some topics include transition documents, the master plan, development envelope, design standards, green infrastructure, Ag and Ag tourism, Zoning Code Permitted Use charts, and Municipal Engagement. Ms. Boyer asked about organizations that may help. Mr. Grimm said APA, Strong Towns, and Urban Land Institute. Ms. Flasch said a topic to talk about could be Community Solar. Mr. Grimm said the State regulates that.

This meeting was adjourned at 7:50 PM.