



CRU Task Force AGENDA

Wednesday, December 8, 2021, at 6 PM

Members of the public may participate by telephone conference call via Teams.

Dial 1-872-239-8359 and enter Conference ID 306 022 015#

Please mute your device until the Chair opens the floor for public comments.

The public may view meetings live at <https://www.kentcounty.com/youtube-live>.

Archived videos may be viewed on the [Kent County Government YouTube channel](#).

MISSION STATEMENT: *We value our land, our families, our neighbors, our friends, and our diverse, rural community. Kent County's history, its location, and the land itself enrich our lives and our lifestyles every day. The CRU Task Force's mission is to preserve the best of Kent County, Maryland, including prime farmland, local culture, and its small businesses, while supporting opportunities for expanding into new economies, via innovative and thoughtful changes to the County's zoning regulations that simplify regulatory processes and add new uses.*

I. **Welcome and Roll Call**

Al Nickerson	Buck Nickerson	Joe Hickman	Sam Shoge
Bill Norris	Chikki Shajwani	Kim Kohl	Tom Mason
Bill Sutton	Cindy Genter	Pat Langenfelder	Tyler Brown
Bryan Greenwood	Jim Saunders	Paul Ruge	

II. **Approval of the Summary** for the Task Force Meeting on November 10, 2021

III. **Purpose:** Fair and Open Discussion on Proposed Text Amendments

Outcome: Staff to summarize Task Force positions in Meeting Summary

Ground Rules

- A. Everyone is encouraged to share ideas openly and freely.
- B. There are no right or wrong inputs for discussion purposes.

Norms

- Participants speak 'through the chair'. This means raising your hand if you want to speak, and waiting for the Chair to call on you.
- Don't interrupt other people.
- Don't talk/debate amongst yourselves.
- Respect other's views.
- Keep contributions short and to the point.
- Start and end on time.
- If online or on the phone: have your video ON and mute ON. Wait for the Chair to call your name before you unmute.

IV. Old Business

- A. Discussion of Condensed Code format (copy of document is available [here](#))
- B. Discussion of Task Force Recommendation related to the 10% rule in AZD

V. New Business

- A. ZoneCo presentation of text changes ([here](#)) related to the Diagnostic Report

Break – 10 minutes

- B. Discussion by Task Force of the proposed text changes presented by ZoneCo
- C. Discussion of Task Force schedule

VI. Task Force Comments

VII. Adjournment

*Please note a quorum of the Board of County Commissioners
may be present at any meeting.*

Special Announcement Regarding Meeting Attendance

The following options are provided for the public to participate in the Task Force meeting.

Since seating is limited, members of the public who would like to **attend the meeting in-person** are encouraged to register in advance by either email at compzone@kentgov.org, or by leaving a voice message at 410-778-7423, ext. 9 (voice/relay). The physical location is in the County Commissioners' Hearing Room at 400 High Street in Chestertown, MD.

Members of the public who wish to **participate via video in the Teams meeting** also need to register in advance by texting their name, street address for the record, and email address to 410-708-4063. Although not required, members of the public who wish to participate in the Teams meeting are encouraged to download the free app for Microsoft Teams, in order to improve their experience of the presentation. Prior to the meeting, a link to join Teams will be emailed to those who registered.

Members of the public may **call in with comments by phone** when the Chair opens the floor for comments. To participate via phone only (without video) via Microsoft Teams:

Call **1-872-239-8359** then enter Conference ID: **306 022 015#**

Please mute your phone / computer / or other electronic device until the Chair opens the floor in order to invite the public's comments.

To listen to the meeting only, the meeting will be livestreamed on the County website at: <https://www.kentcounty.com/youtube-live>

To submit written comments in advance of the meeting, please email your comments to compzone@kentgov.org or mail your comments to:

Bill Mackey, AICP, Director, Department of Planning, Housing, and Zoning
400 High Street, Suite 130; Chestertown, MD 21620

To review agendas, adopted summary minutes, and all meeting materials online, please visit <https://www.kentcounty.com/compzone>. To receive printed copies of materials or review the materials on file in person, please contact Bill Mackey at 410-778-7423 ext. 9 (voice/relay), or at the email address above, or in writing at the address above. Please allow time for USPS delivery, if corresponding by post.

If you require communication assistance, please call (410) 778-7423 (voice/relay) or visit Maryland Relay at www.mdrelay.org, or email compzone@kentgov.org.

Thank you for your participation!



Kent County Department of Planning, Housing, and Zoning

To: Comprehensive Rezoning Update Task Force
From: Bill Mackey, AICP, Director DPHZ
Meeting: December 8, 2021: Land Use Ordinance
Subject: Review of Recommendations from the consultant, ZoneCo, regarding proposed text changes ([here](#)) to the Land Use Ordinance, which are related to the Diagnostic Report ([here](#))

STAFF REPORT

Background

Calfee Zoning, now ZoneCo, prepared a Diagnostic Report for the County based on its analysis of the 2018 Comprehensive Plan and the effectiveness of the Land Use Ordinance in implementing that Plan. The document was presented to the CRU Task Force in December 2020 and the document was posted.

Since that time, the Task Force has been working its way through the approximately 50 specific text changes to the Land Use Ordinance requested by the members of the public, submitted by the Task Force, and suggested by staff. This process is a key aspect of what Kent County's Comprehensive Rezoning addresses. During the review process, anyone was able to suggest any proposed text change without cost. This process is paralleled by a second part of the Comprehensive Rezoning, when property owners may request rezoning of their own properties without cost. These two aspects are central to Comprehensive Rezoning as a public process. With the completion of the open solicitation for text changes, the Task Force will move on to the consultant's recommendations regarding LUO compatibility with the 2018 Comprehensive Plan. Please note that moving forward, there were a few remaining text changes submitted, which will need to be reviewed. These additional text changes were submitted prior to the deadline on October 31, 2021.

At a future meeting, these remaining text changes will be presented. Additionally, at a future meeting, similar to the proposed text for the 10% rule reviewed at the November 10, 2021, meeting, staff will prepare proposed text changes for insertion in the Land Use Ordinance for those Task Force recommendations with actionable items – for example, new cottage industry administrative hearings, revised timelines, standardized landscaping, the deletion of 25-foot setbacks for recreational uses in Village, addition of accessory dwelling units to Village, addition of short-term vacation rentals to residential districts, addition of graphics to illustrate buffers, etc. There are 25 actionable items based on 40 recommendations in the Task Force Recommendations document.

Finally, the Task Force will continue to receive and review consultant work products including new graphics for each zoning district. Together, these changes – the reformatted document; text changes from the public, the Task Force, and staff; text changes from the consultant; and graphic changes from the consultant – will provide the product for review and recommendation by the Task Force to be provided to the County Commissioners for legislative review.

Review

The proposed text changes track the recommendations set forth in the Diagnostic Report. These text changes focus on discrete insertions to address the specific language in the purposes section, to add or move uses to the permitted uses list from the special exceptions list (such as adaptive reuse of historic structures for a principal permitted use), dimensional standards in the Village zoning districts, changes to the home occupation requirements, and changes to the County-wide parking standards.

These text changes do not include the recommendations to reformat the document by creating stand-alone sections for individual topics. This was already accomplished by the reformatted text submitted for the Task Force's review on November 10, 2021. The recommendations in the Diagnostic Report for adding graphics will be addressed with graphics that are in preparation for presentation in 2022.

It is noteworthy to mention, as mentioned before, due to the strong, mixed response over combining zoning districts, the staff will not be pursuing this option with the consultant. Two zoning districts could be eliminated altogether, since there is no land zoned in the two categories – Intense Village Critical Area and Industrial Critical Area. These zoning districts will be removed from the Land Use Ordinance, if there is no land added to these two categories under the mapping portion of the Comprehensive Rezoning.

Finally, the chapter related to Critical Area will be updated utilizing the State's model ordinance. As with most of the process, these matters will take some time. Products will be posted when available.

Recommendation

Staff recommends that the Task Force carefully review the text changes recommended in the document.

c: file