

MPCA Regional Workshop Cecil County

Recent Maryland Housing Legislation

November 12, 2025



PLANNING.MARYLAND.GOV

Wes Moore – Governor | Aruna Miller – Lt. Governor | Rebecca Flora, AICP - Secretary

The Need

- Maryland must add approximately 590,000 new units to accommodate projected household growth through 2045
- Maryland has a current shortage of 275,000 rental units that are affordable for households earning 80% or less of Area Median Income
- Maryland's population aged 65 years or above is projected to grow from 16% of Maryland's total population in 2022 to 21% by 2040

Maryland Housing Needs Assessment Update (2025)

The 8 Sustainable Growth Planning Principles

[SB 266/ HB 286](#) (replacing the 12 “Visions”)

LAND: Optimize productivity of working landscapes, including farms and forests, and fisheries, and prioritize development within population centers that are in proximity to existing infrastructure and facilities.

TRANSPORTATION: Prioritize transportation networks that create energy efficient, affordable and reliable connections to jobs, housing and services.

HOUSING: Enable a mix of quality housing types and affordability options to accommodate all who want to live in the state.

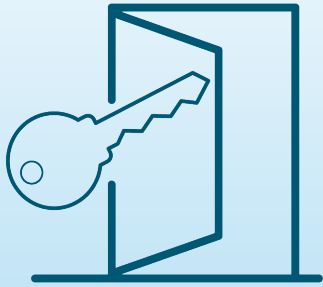
ECONOMY: Allow for adaptive reuse, mixed-use and context appropriate new development that responds to changing markets and innovations.

EQUITY: Engage all sectors of the community in plan development to ensure diverse voices are heard and the needs of underserved populations are prioritized.

RESILIENCE: Integrate resiliency measures that will minimize the impacts of rapid and unexpected natural- and human-caused threats on communities.

PLACE: Provide for public spaces that encourage social interaction and value cultural, historical and natural resources.

ECOLOGY: Protect and restore sensitive ecological systems and conserve natural resources, including forests, agricultural areas, and waterways.



Sustainable Growth Policy and Planning Principles

HOUSING

“Enable a mix of quality housing types and affordability options to accommodate all who want to live in the State.”



Frederick, MD

IMPROVE HUMAN WELL BEING

Number of people that experience chronic homelessness

MITIGATE CLIMATE CHANGE

Number of vacant properties demolished or stabilized

GROW ECONOMIC OPPORTUNITY

Number of affordable housing units preserved and developed via state and federal resources

Housing Element Requirements

HB 1045 (2019): effective June 1, 2020

- ▶ Added Housing Element requirement to comprehensive plans
- ▶ “Shall” assess need for housing that is affordable to low-income (60% AMI) and workforce (60-120% AMI) households*

HB 90 (2021) AND SB 274 (2024): effective January 1, 2025

- ▶ Added Affirmatively Furthering Fair Housing requirement to housing elements
- ▶ “Shall” include an assessment of fair housing to ensure that the local government is affirmatively furthering fair housing

Maryland Department of Planning Housing Element Models and Guidelines

Models & Guidelines The Housing Element

- Home
- Housing Planning
- Self-Assessments
- Housing Data
- Housing Practices
- Affordable Housing Resources
- Goals, Objectives, and Strategies
- HB 90: Affirmatively Furthering Fair Housing

- Summary Presentation
- Models & Guidelines Synopsis

Additional Resources

- Additional Housing Resources
- Maryland Housing Needs Assessment & 10-Year Strategic Plan
 - Needs Assessment Summaries (published in Planning Practice Monthly)
 - Part I - Introduction/Overview
 - Part II - Section 2. Proposed statewide priorities
 - Part III - Section 3. State of housing in Maryland
 - Part IV - Section 4. Needs by region and core actions to address them
 - Part V - Section 5. Maryland Housing Toolbox
- Affordable Housing Webinar Recordings
- Other Comprehensive Plan Housing Element Resources
 - Articles (published in Planning Practice Monthly)
 - HB 90 (2021) Modifies Comprehensive Plan Housing Element Requirements: What Maryland Jurisdictions Need to Know
 - Affordable Housing in Maryland: A Rural Developer's Experience
 - Analyzing Affordable Housing Needs in Your Jurisdiction: Examples from Maryland Housing Elements

Models & Guidelines: The Housing Element

Introduction

The Maryland Department of Planning (Planning) is the primary state agency responsible for reviewing comprehensive plans, providing technical assistance to complete them, and creating Models and Guidelines (M&G) to implement them. In response to Senate Bill (SB) 55 (2019), Planning is the central repository for all comprehensive plans and amendments and they are compiled on our [Comprehensive Plans](#) webpage. In this role, Planning collaborates with other state agencies and local staff at every step of the process — from community outreach efforts to plan implementation. As planning statutes change in Maryland, we seek to respond with expertise, resources, and guidance for communities.



St. Mary's County


Planning has a long history of creating M&Gs to assist jurisdictions with their needs, particularly in response to new legislative requirements (see inset below). The new Housing M&G builds upon this legacy and creates similar resources and guidance in response to House Bill (HB) 1045 (2019). Planning believes that state guidance can help Maryland's communities meet the requirements of state law and address local housing objectives. While a housing element is now included as a mandatory element for comprehensive plans, and the new HB 1045 (2019) legislation provides specific definitions and requirements for low income and workforce housing, the format and strategies should be generated locally. HB 1045 (2019) requires jurisdictions with planning and zoning authority to include a housing element as part of its next 10-year cycle comprehensive plan update.

For example, following HB 1141, passed during the 2006 session, Planning developed M&Gs for the newly required Municipal Growth and Water Resources Elements. The most recent M&G is [Placing Jobs](#), a web-based tool incorporating a variety of economic development resources for local planners. Other recent online planning resources include the [Transit Station Area Profile Tool](#) and the [Transportation Element Checklist](#).

The resources in this M&G are intended to help local planners and other staff customize a planning process based on the characteristics of their communities and should not be interpreted as the expected approach. Finally, while HB 1045 (2019) focuses on affordable housing, specifically low-income and workforce housing and a needs analysis of each, Planning is developing tools and guidance to address topics spanning the broad range of housing topics.

Note: In this M&G, the term "affordable housing" will often be used and includes both workforce and low-income housing as defined in HB 1045 (2019).

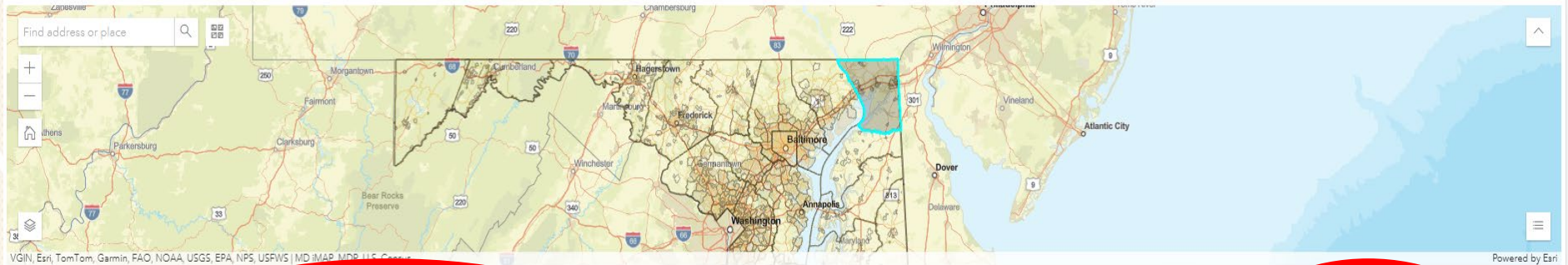
Housing Data Dashboard


Housing Data Dashboard

 Geography ▾ Reports ▾ Links ▾ About ▾

Geography : County Current Selection : Cecil

Five Year ACS : 2019-2023 ▾



County Area Median Income

2025 AMI for Cecil [Philadelphia-Camden-Wilmington, PA-NJ-DE-MD] : \$119,400

1045 Household Income Levels/Ranges

| | |
|--|----------------------|
| Workforce Ownership Range (60% - 120% AMI) : | \$71,640 - \$143,280 |
| Workforce Rental Range (50% - 100% AMI) : | \$59,700 - \$119,400 |
| Low Income (< 60% AMI) : | \$71,640 |
| Very Low Income (<50% AMI): | \$59,700 |

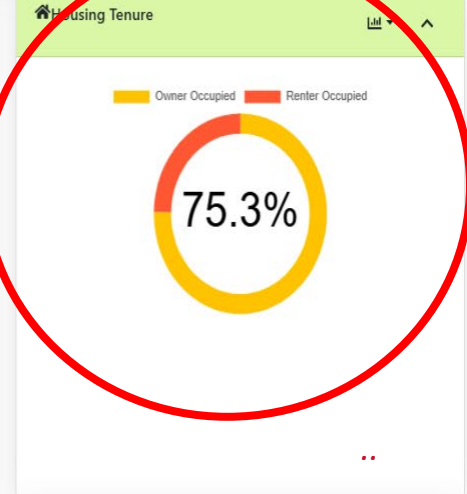
Affordable Homeowner/Rental Monthly Payments (Based on 30% of Household Income)

| | |
|-----------------------------|-------------------|
| Workforce Ownership Range : | \$1,731 - \$3,463 |
| Workforce Rental Range : | \$1,443 - \$2,886 |
| Low Income : | \$1,731 |

*The ranges and limits in this table are calculated using .29% of income as a measure of cost burden.

Realty Trac County Foreclosures

| Year | Average DOM | Total Foreclosure Events |
|------|-------------|--------------------------|
| 2011 | 184 | 96 |
| 2012 | 155 | 377 |
| 2013 | 141 | 656 |
| 2014 | 142 | 721 |
| 2015 | 126 | 674 |
| 2016 | 112 | 455 |
| 2017 | 119 | 289 |
| 2018 | 62 | 306 |
| 2019 | 62 | 351 |
| 2020 | 44 | 121 |
| 2021 | 22 | 50 |
| 2022 | 23 | 145 |
| 2023 | 25 | 198 |



Affirmatively Furthering Fair Housing [\(Guidance and Resources\)](#)

Affirmatively Furthering Fair Housing

No one's access to housing should be limited because of race, disability status, sexual orientation, or other protected characteristics.

Maryland is committed to providing quality, affordable housing opportunities for all current and future residents. Affirmatively Furthering Fair Housing (AFFH) means taking **meaningful actions** to overcome patterns of concentrated poverty and segregation to ensure that we all can enjoy security, mobility, and economic opportunity.

[History](#)

[Our Commitment to AFFH](#)

[Meaningful Actions](#)

[General Guidance for Housing Elements](#)

[Specific Guidance](#)

[Additional Resources](#)

[Community Engagement and Jurisdiction Self-reflection](#)

To learn more or ask questions about affirmatively furthering fair housing, please contact Carter Reitman, Lead Housing Planner for the Maryland Department of Planning at carter.reitman2@maryland.gov.

Self-Assessment – Affirmatively Furthering Fair Housing in Small Jurisdictions

In addition to gathering fair housing data, jurisdictions should engage residents and other stakeholders (e.g., public housing authorities, community development corporations) in a local and often regional dialogue about fair housing. The input solicited as part of this process can both inform and be informed by quantitative data and analyses.

Maryland's fair housing requirements are described in the Land Use Article, Section 3-114. These requirements do not define what an assessment of fair housing entails, but MDP's fair housing research has found that a traditional US HUD assessment of fair housing includes an analysis of patterns of segregation/integration, racially or ethnically concentrated areas of poverty (R/ECAPS), disparities in access to opportunity, and disproportionate housing needs. The Affirmatively Furthering Fair Housing webpage on the MDP website includes a full description of those analyses. Some questions that jurisdictions may want to consider asking stakeholders, as well as local government staff members, include the following.

General Fair Housing Questions

- What local organizations, if any, are advancing fair housing in the community?
- Does the community need more affordable housing? If so, where?
- What do you think is the most serious problem regarding housing discrimination or unfair housing practices in the community?
- Do any policies negatively impact the provision of housing for low-income households?
- What policies and practices do we have that support fair housing? If so, which ones should be considered meaningful actions?

Housing Expansion and Affordability Act [HB 538](#) (2024)

- ▶ DHCD led bill
- ▶ Sensitive to local zoning and preserves the flexibility of jurisdictions
- ▶ Incentivizes the creation of affordable units
- ▶ Targets housing development where it is needed most



What does HB 538 do?

Three primary components:

1. Establishes Historic Property Revitalization Director in DHCD
2. New mandate for manufactured and modular homes
3. Creates three categories of qualified projects:

| “Qualified project” types | “Qualified project” benefits |
|---|--|
| <ol style="list-style-type: none">1. Historic campus2. Nonprofit3. Rail station | <ul style="list-style-type: none">• Density bonuses• Limitations on local regulations• Limitations on required public hearings |

What is a “Qualified Project”?

A qualified project must meet all three of the following criteria:

1. New construction or substantial rehabilitation
2. Deed-restricted to include 15%-25%+ affordable housing units for 40+ years; and
3. Meet one of the following:
 1. **Historic campus:** Located on a former state- or federal-owned campus
 2. **Nonprofit:** Controlled by a nonprofit or located on land owned by a nonprofit
 3. **Rail station:** Located within 0.75 miles of a passenger rail station

Density Bonuses

A local jurisdiction shall allow the density of a qualified project to exceed the density otherwise allowed in a district or zone:

- ▶ Single family → middle housing
- ▶ Multifamily → +30% and may be mixed-use
- ▶ Mixed-use → +30% more housing units than are otherwise allowed in that zone.
- ▶ Nonresidential → Highest allowable density in jurisdiction's multifamily zones and may be mixed-use
 - ▶ Subject to a public health assessment approved by MD DHCD

Note: Exemptions may apply depending on qualified project type

Hypothetical HB 538 Density Bonus in “Oakwood City”

| Zoning | Standard Project Units/Density | Standard Project Residential Unit Types | Qualified Project Units/Density | Additional Permitted Qualified Project Unit Types |
|---------------------------|---|---|--|--|
| R-Mid Density | 2 du/acre | Single Family Detached | Exceed 2 du/acre ¹ | Duplexes, Triplexes, Quadplexes, Cottage Clusters, and Town Houses |
| R-High Density | 30 du/acre | Single Family Semi Detached, Duplexes, Triplexes, Multifamily | 39 du/acre | Quadplexes, Cottage Clusters, and Town Houses |
| Mixed Use | 40 du/acre | Single Family Detached, Town Houses, Duplexes, Multifamily | 52 du/acre ² | Quadplexes, Cottage Clusters |
| General Commercial | Residential Not Permitted. Commercial density permitted at an FAR of 1.0 | N/A | 75 du/acre; not to exceed the highest allowable density in the local jurisdiction’s multifamily residential zones ³ | *May consist of mixed use |

¹HB 538 states that "a local jurisdiction shall allow the density of a qualified project to exceed the density otherwise authorized in a district or zone." ²Varies based on qualified project type; ³Subject to public health assessment approved by MD DHCD (COMAR [05.23.01.03](#) and [05.23.01.04](#))

Limitation on “Unreasonable” Requirements

An unreasonable limitation or requirement amounts to a de facto denial of the project by having a substantial adverse impact on:

1. The viability of the qualified project;
2. The degree of affordability of units in a qualified project; OR
3. The allowable density or number of units of the qualified project.

The intent of this section is to **preserve the flexibility** of jurisdictions to apply requirements to qualified projects, so long as those requirements do not result in a reduction of housing or unit affordability.

Public Meeting Limitation

A local government may not require a qualified project be reviewed at:

- ▶ More than two public hearings before the:
 - ▶ Local governing body
 - ▶ Planning commission
- ▶ More than one public hearings before the:
 - ▶ Historic district or preservation commission
 - ▶ The board of appeals

The Housing Expansion and Affordability Act

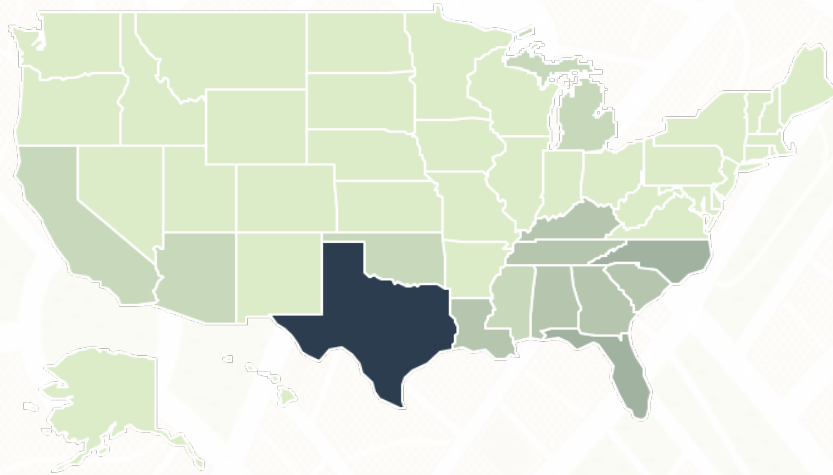
Prohibits jurisdictions from denying construction of manufactured and modular types in single-family zones

[September 2025 Webinar Recording](#)

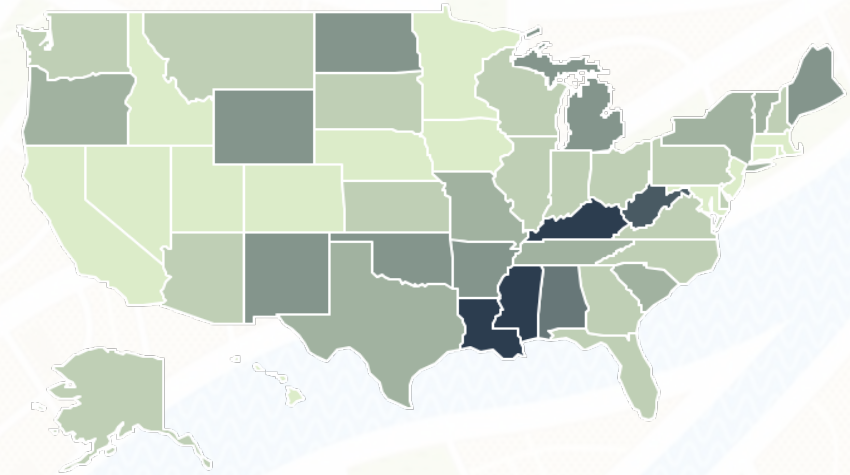


Manufactured and Modular Homes

Total



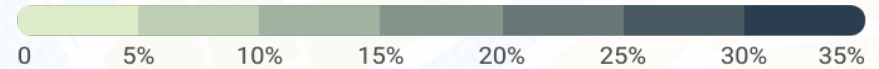
Percentage



Total manufactured home shipments



Manufactured homes as a share of all new single-family homes



Construction Coverage analysis of U.S. Census Bureau data (2025)

Image: Construction Coverage (2025)



Accessory Dwelling Unit Policy Task Force, [SB 382](#) (2023)

- Survey and document a **representative sampling** of state and local codes, ordinances, laws, and policies
- Study available **best practices** for **streamlining or standardizing** the application process for permits necessary to build or operate an ADU
- Make **legislative or other policy recommendations**, including a **list of best practices** for local governments, that holistically address.
 - **Practical issues** associated with the development of ADUs on owner-occupied land zoned for single-family residential use
 - The impacts on local **housing markets, neighborhood livability,** and other policies and projects related to ADUs

Task Force Recommendations ([Published May 31, 2024](#))

The state *should pursue* legislation which would require the permitting of one ADU as a **by-right use** in most areas of Maryland whose zoning permits single-family residential uses.

The state *should not pursue* legislation governing local **parking requirements** for ADU approval. Rather, further guidance and resources are needed to help Maryland jurisdictions develop ordinances in which parking requirements do not present an unreasonable barrier to ADU development.

The state *should not pursue* legislation governing **local lot requirements** for ADU approval. Rather, further guidance and resources are needed to help Maryland jurisdictions develop ordinances in which lot requirements do not present an unreasonable barrier to ADU development.

The state *should pursue* state legislation that would prohibit **new and existing covenants** for housing developments from barring or unreasonably restricting ADUs.

The state *should pursue* legislation that **limits impact fees** that would unduly hinder the affordability of ADUs. Further guidance and resources are needed to help Maryland jurisdictions prevent impact fees from presenting an unreasonable barrier to ADU development and affordability.

The state *should pursue* state legislation which would prohibit jurisdictions from requiring an ADU developer to **install new and/or separate water and sewer lines** to the unit

HB 1466 (Adopted During 2025 General Assembly Session)

▶ [Final Adopted Version with Amendments](#)

▶ Effective October 1, 2025

- Overrides private restrictive covenants that impose unreasonable limitations on ADUs or their long-term rental
- Allows covenants to limit short term rentals

▶ By October 1, 2026, jurisdictions must adopt ordinance that:

shall

- permit ADUs on properties with existing SF detached dwelling
- provide for public health, and safety
- exclude ADUs from density calculations
- not establish setbacks exceeding existing accessory structure setbacks

may

- establish standards for ADU safety
- prohibit conversion of accessory structure to an ADU if only accessible from alley
- establish additional off-street parking requirements after completion of parking study

HB 1466 - Workplan

- ▶ Potential ADU Resources to Help Jurisdictions Comply
 - Model Ordinance, Written Guidance, Webinars, FAQs



Jurisdiction Communication

- Summer-Fall 2025
- Defining Bill Provisions
- FAQs



Internal Development

- Summer 2025 – Summer 2026
- Analyze Existing Resources
- Design and Draft New Resources



External Engagement

- First and Second Quarters 2026
- Feedback on Proposed and Draft Resources



Publish Resources

- Winter - Late Spring 2026

[July 2025 Webinar Recording](#)

State Guidance and Capacity Development

MDP

- ▶ [Housing Element Models & Guidelines](#)
- ▶ [ADU Bill Guidance](#)
- ▶ [Permitting Council](#)
- ▶ MDP Lead Housing Planner

DHCD

- ▶ [Turning the Key](#)
 - ▶ Includes FAQs for Housing Expansion and Affordability Act
- ▶ [HUD Pro Housing Grant](#)
- ▶ [Housing Starts Here EO to Increase Housing Production](#) (September 2025)



carter.reitman2@maryland.gov

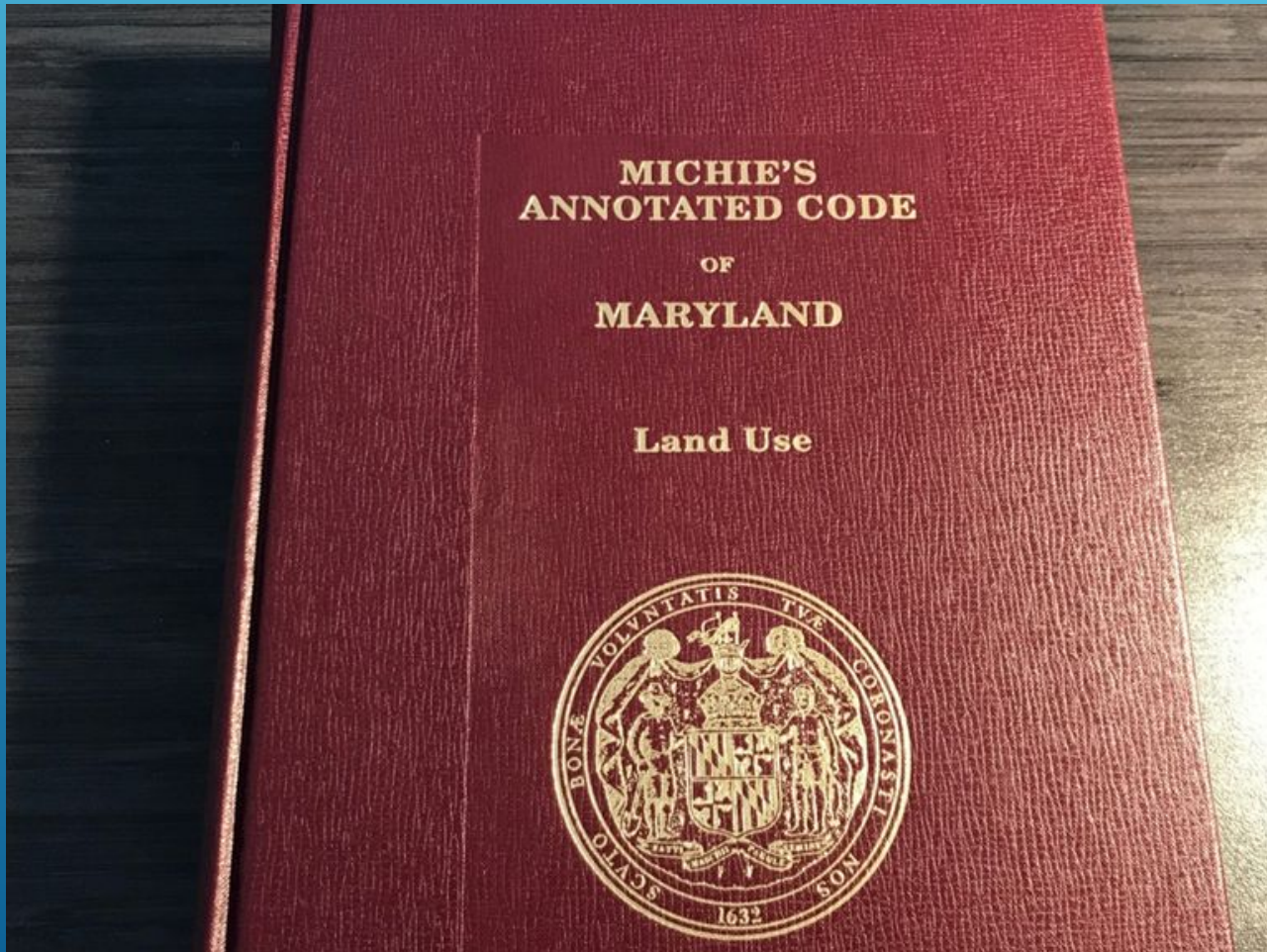
Nuts and Bolts & Nuance of being a Planning Commissioner

***Roxanne Hemphill,
PRESIDENT – MPCA
Board of Appeals Commission Member
Town of Mt. Airy***

***With Generous Input from Helen M. Spinelli, AICP,
Principal Planner, Queen Anne's County; and
Trudy M. W. Schwarz, CFM Planning Division Chief,
Planning and Code Administration, City of Gaithersburg,
MD***

How we got here...

Start with the LAW.



What Does It Say?

Title 2. of the Land Use Article outlines the:

Who – legislative body member or citizen of the jurisdiction

How – by appointment of legislative body

How long – five years or until a member or successor takes office

Removal from Office – inefficiency, neglect or malfeasance in office

The Law allows for alternates for municipal corporations

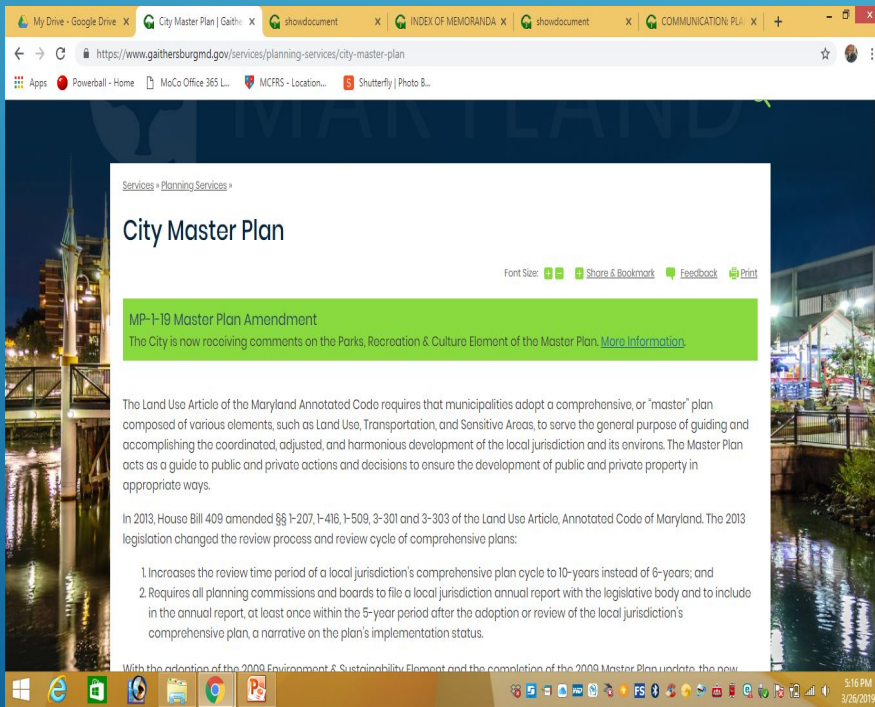
What Does It Mean?

Elected Officials as Ex-Officio members of the Planning Commission can vote, but if an item is being reviewed and voted on by the legislative body, then the Ex-Officio member can only vote on it once; either at the Planning Commission level or at the Council or Town/County/City Commission level.

Planning Commission Rules

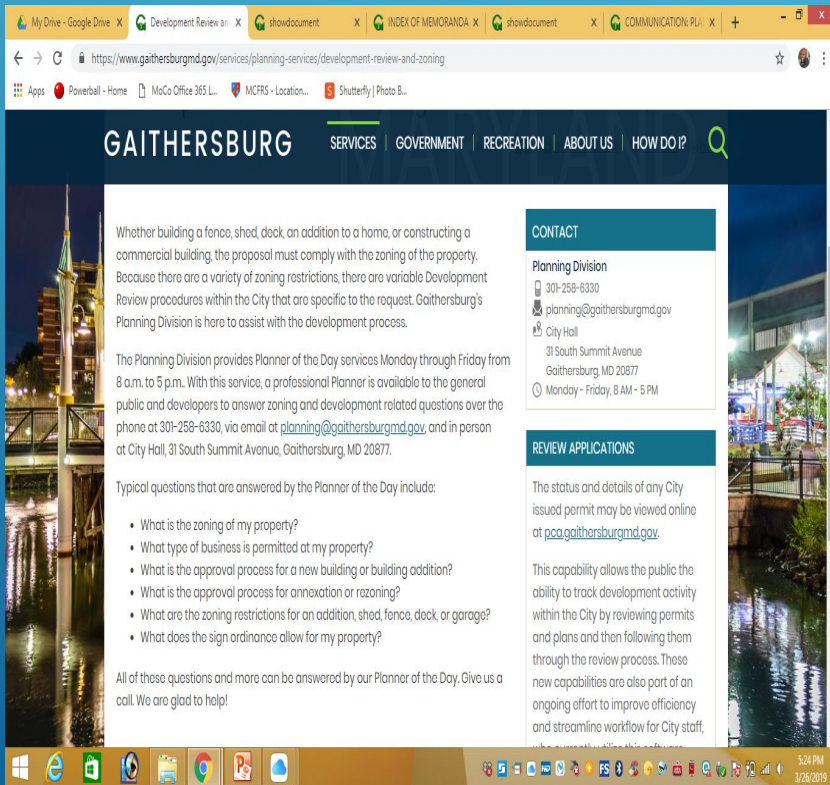
- ❑ §2-105 Miscellaneous Powers and Duties
 - Land Use Article
- ❑ (c) (1) A Planning Commission Shall:
 - ❑ (i) adopt rules for the conduct of its business: and
 - ❑ (ii) keep records of its resolutions, transactions, findings of facts and determinations.
- ❑ (2) The records require under paragraph (1) of this subsection –
A Planning Commission meeting shall be open to the public.

WHAT ARE THE RESPONSIBILITIES OF A PLANNING COMMISSION MEMBER?



- ❑ The Planning Commission is solely responsible for drafting and approving a long range plan for a jurisdiction.
- ❑ An elected body can make changes to an approved PC plan before adoption.

PLANNING COMMISSION RESPONSIBILITIES CONTINUED



- ❑ Subdivision Approval
- ❑ Site Plan Approval
- ❑ Review and Findings for Rezoning Requests
- ❑ Recommendations for Text Amendments

NUANCE ON THESE RESPONSIBILITIES

- ❑ When the Planning Commission approves a Site Plan or Subdivision Plan there needs to be a finding of fact(s).
- ❑ Cite where in the code the plan has met the code provisions.
- ❑ A *Disapproval* of a Site or Subdivision Plan **MUST** specifically cite the reasons for *Disapproval*.

ADDITIONAL NUANCE

□ If a plan meets all the provision of the code the Planning Commission “**MUST**” approve the plan.

□ *Gem from Danny & Roxie...*

“If a Developer’s Project or Plan meets all the proper criteria, including all zoning and code regulations, it **MUST** be approved!”

(Whether you like it or not.)

MAKING MOTIONS THAT MOVE YOU!

- ❑ Motions need to be specific and include a “Finding of Fact” which identifies the code’s “legal” basis for the approval.
- ❑ Remember: Cite where in the code the plan has met the code provisions.
- ❑ Motions to disapprove need to detail the reasons for not approving the project and need to reference where the plan/project has failed to meet the law.
- ❑ Note to Self... “And not just because I personally don’t like the project or plan!”

GAITHERSBURG COVER SHEET OF STAFF REPORT:

Snapshot of the whole report:

- Dates
- Responsible Staff
- Summary of the request,
- Staff Recommendation
- Enclosure/Exhibit List

SECOND PAGE:
Location Map

STAFF ANALYSIS FOR PLANNING COMMISSION

REPORT DATE:

RESPONSIBLE STAFF:

PUBLIC MEETING DATE

APPLICATION NUMBER

SUMMARY OF REQUEST

APPLICANT

SUBJECT PROPERTY ADDRESS

ZONE

EXISTING LAND USE

STAFF RECOMMENDATION

Staff recommends **THAT THE PLANNING COMMISSION, BASED ON THE EXHIBITS SUBMITTED, THE APPLICANT'S TESTIMONY AND THE STAFF REPORT, FINDINGS AND RECOMMENDATION, GRANT AFP-1234-2017, AMENDMENT TO FINAL SITE PLAN, FINDING IT IN COMPLIANCE WITH §§ 24-170 and 24-172A OF THE CITY CODE WITH TWO (2) CONDITIONS.**

(See attached Staff Comments for all recommended conditions)

Approve

Approve With Conditions

Deny

Defer

Enclosures:

Staff Comments and Location Map
Exhibits

Exhibit 1:

STAFF COMMENTS FOR PLANNING COMMISSION

REPORT DATE: July 20, 2017

RESPONSIBLE STAFF: Gregory Mann,
Planner III

PUBLIC MEETING DATE

July 30, 2017

APPLICATION NUMBER

AFP-1234-2017

SUMMARY OF REQUEST

The Applicant is requesting approval for the development of nineteen (19) townhome lots within the Crown 2 neighborhood. This request includes final siting, architecture, landscaping, and color schemes.

APPLICANT

Gregory Mann, Best Design Inc.

SUBJECT PROPERTY ADDRESS

123 Crown Park Avenue

ZONE

MXD (Mixed Use Development)

EXISTING LAND USE

Undeveloped

STAFF RECOMMENDATION

Staff recommends **THAT THE PLANNING COMMISSION, BASED ON THE EXHIBITS SUBMITTED, THE APPLICANT'S TESTIMONY AND THE STAFF REPORT, FINDINGS AND RECOMMENDATION, GRANT AFP-1234-2017, AMENDMENT TO FINAL SITE PLAN, FINDING IT IN COMPLIANCE WITH §§ 24-170 and 24-172A OF THE CITY CODE WITH TWO (2) CONDITIONS.**

(See attached Staff Comments for all recommended conditions)

Approve Approve With Conditions Deny

Enclosures:

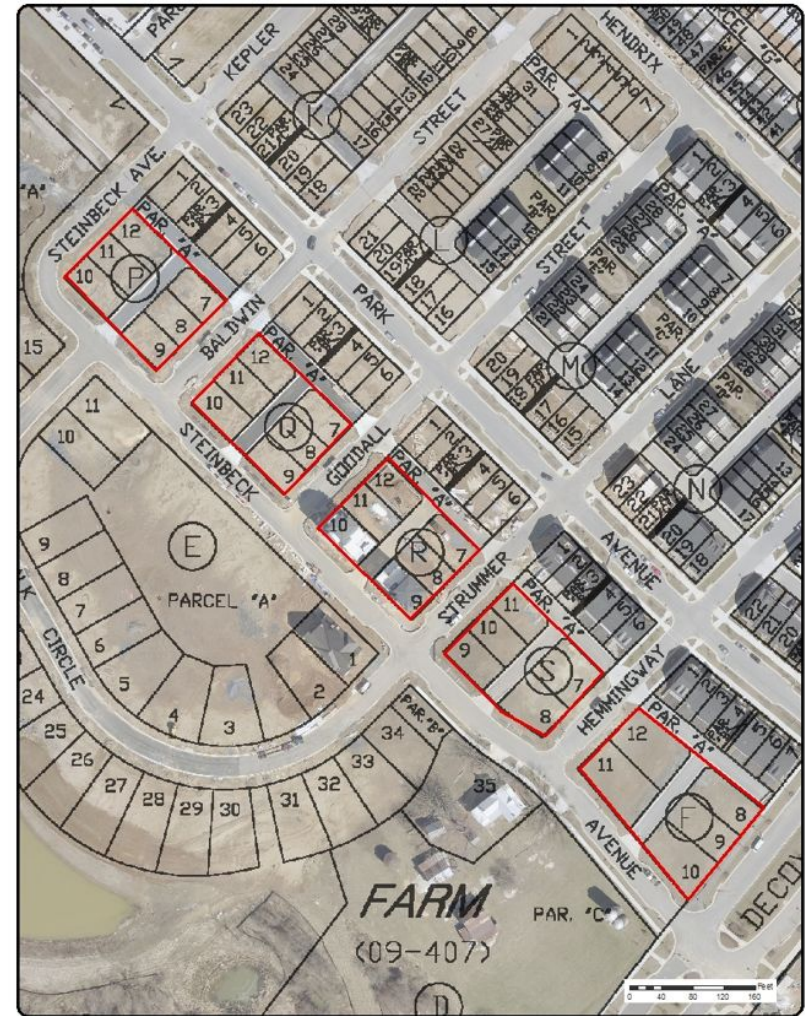
Staff Comments and Location Map
Exhibits

Exhibit 1: Application
Exhibit 2: Proposed Architecture
Exhibit 3: Potential Street Views
Exhibit 4: Typical Roof Plan
Exhibit 5: Rendered Elevations

Exhibit 6: Color Schemes
Exhibit 7: Typical Lot Siting
Exhibit 8: Applicant Statement
Exhibit 9: Landscape Plan
Exhibit 10: Fence location

Exhibit 11: Car Turning
Exhibit 12: Town Architect Approval
Exhibit 13: Notifications
Exhibit 14: Roofing Shingles

LOCATION MAP



Danny & Roxie's Planning Commissioner's Gems...

- Know your role, purview of the Planning Commission by reading your jurisdiction's and State regulations for the Planning Commission.
- Have lunch with the Chair of the Planning Commission and Staff Liaison and pick their brains.
- Review the Planning Commission Rules of Procedures
- Read the zoning code regulations for your own property. Learn about how your property was developed. Learn what the Jurisdiction's Master Plan says about your property.
- Before meetings, read the staff reports (Don't get caught "Flat-Footed" at a meeting by being unprepared!)

Danny & Roxie's Planning Commissioner's Gems...

- At meetings, if possible for the first couple of months observe, don't speak; glean from listening to fellow commissioners, staff and attorneys; and even the presenters.
- For each application read the zoning code related to the development.
- Remember the law is the law of the jurisdiction's code, the State of Maryland Code as well as court case decisions at a local, state and federal level. Depending on the jurisdiction, it may not be the Planning Commission's responsibility to change the law, but approve in accordance with the law.
- For instance, many folks state that something will affect property values; however, they may have no empirical evidence from a professional real estate appraiser to support the statement.

Danny & Roxie's Planning Commissioner's Gems...

- Ask the staff liaison to the Commission to assign a staff mentor to you. Before the meeting, call that person after you have reviewed the materials. Ask questions about the staff report.
- The next day after the meeting, talk with staff about what went on during the meeting and ask questions.
- If you do not understand something, ask questions to gain a better understanding.
- Learn how to objectively state your opinion using exhibits and reports to support your reasoning.
- Learn how to listen, let people express themselves. You do not need to agree with what they say but acknowledge that you heard what was said.

Danny & Roxie's Planning Commissioner's Gems...

- Learn to control facial expressions, eye rolls, exasperated breaths, etc.
- Do smile at people and be congenial to everyone and thank them for stating their opinions.
- Learn to stay in control of your emotions and do not get emotional.
- Maintain decorum, professionalism and control.
- Planning Commissions are chartered by the State, not by the Local Jurisdictions.
- Note: If someone you know is interested in the Planning Commission, invite him/her to attend meetings to observe and learn the process.

Modified Reverse Brainstorming

*Review of experiences
as a
Planning Commissioner
and
Board of Zoning Appeals
member*

QUESTIONS?

THANK YOU

***Roxanne Hemphill,
President – MPCA
Board of Appeals Commission Member
Town of Mt. Airy
roxmtairypandz@gmail.com
MPCAinfo1983@gmail.com***