



# Regional Workshop

Frostburg, Maryland

July 19, 2023

City Place

1 – 4 pm

# MPPCA

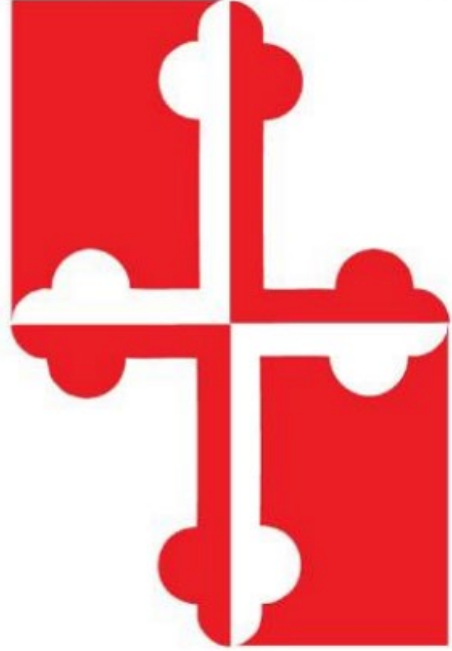
## Maryland Planning

## Commissioners Association

# 2017 Outreach Plan

	Western Maryland Input
General	Training of citizen planner decision making
Barriers	Housing and infill How to deal with slow growth
Training	How to read plans Multimedia training offerings
Other Resources	How to organize and prepare materials for a meeting Rules and Procedures MPCA support of local PC strategic planning efforts
Communication	Site visits and direct communication from the Board

# MPCA



Maryland Planning  
Commissioners Association

**MPCA Master Plan**

*ROADMAP FOR THE ORGANIZATION, ITS LEADERSHIP & MEMBERS*

*OCTOBER, 2018*

# Strategic Plan

Strengthen Member Engagement & Development

Enable Access to Best Planning Practices & Processes

Develop Local Planning Leadership

Pursue Productive Partnerships

Ensure Adequate Operating & Financial Capacity

Solicit Feedback & Amend the Plan as Needed

Recognize Progress & Celebrate Success

# Strategic Plan





# Successes

## Conferences ([Recordings and Presentations](#))

- Record Attendance
- Two Virtual Conferences
- Citizen Planner Recognitions
- Requests for Session Proposals

## Workshops ([Recordings and Presentations](#))

2019

Hagerstown  
Annapolis

2020

Salisbury  
Strong Towns

2021

Mastering the Master Plan

2022

Denton

2023

La Plata  
Frostburg!

## Communications and Resources

- [MPCA Corner Newsletter](#)
- [Rules and Procedures Guidance](#)
- Website Enhancements
- New Bylaws Approved in 2020

## Partnerships

- [Mid Atlantic Planning Collaboration](#)
- APA MD Chapter
- Maryland Department of Planning

# Initiatives

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Peer Leadership Network

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2023 Conference

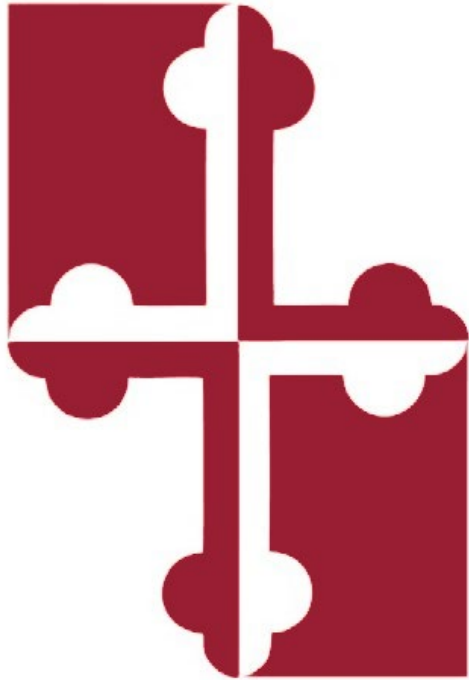
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Capacity Building

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Recruitment

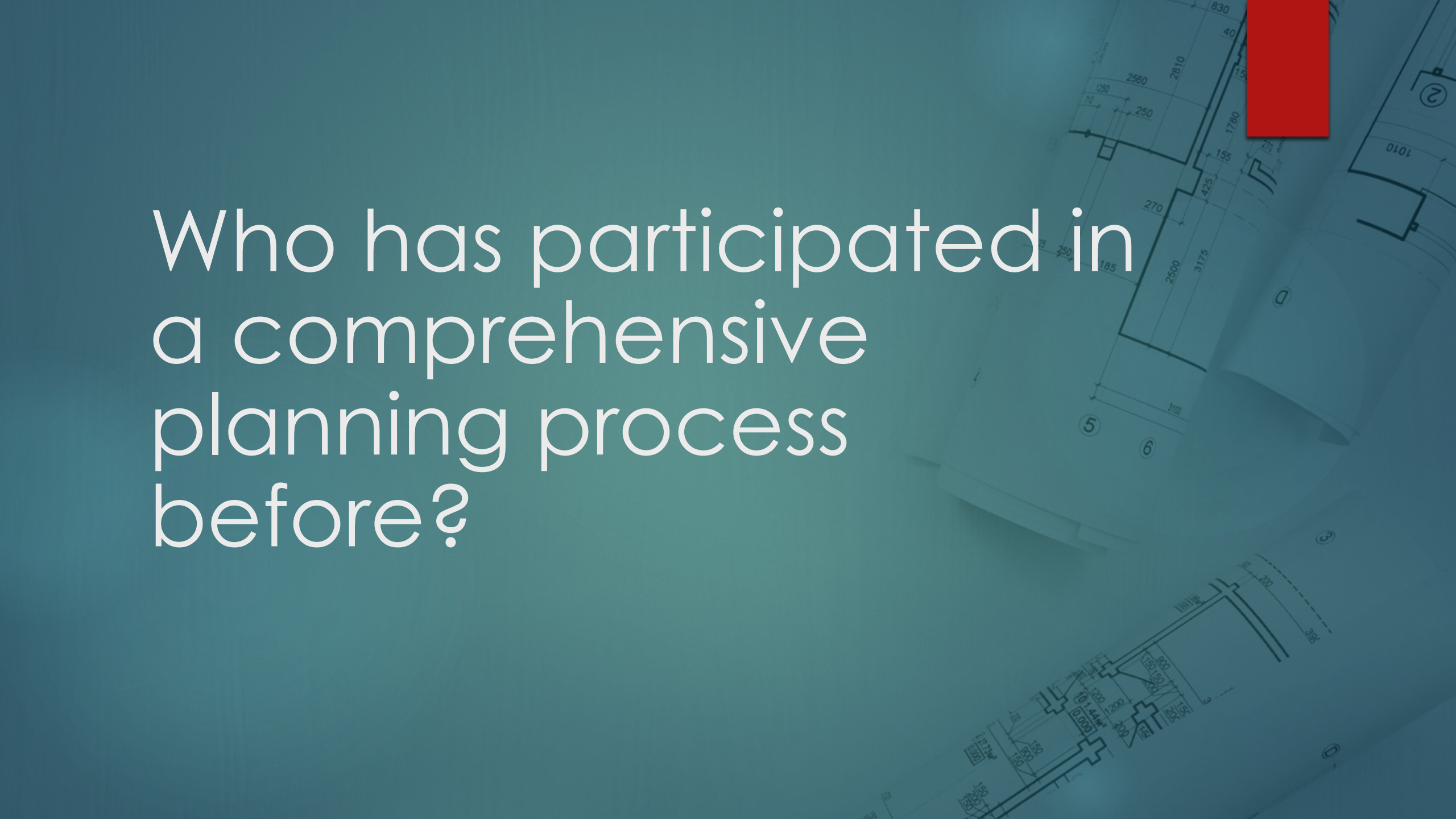
MPCA



Maryland Planning  
Commissioners Association

# Mastering the Master Plan

July 19, 2023

The background of the slide features a set of architectural blueprints. A prominent red arrow points from the top right towards a specific section of the plan. The blueprints include various lines, dimensions, and labels such as '1010', '1780', '2500', '3175', '3100', '270', '425', '155', '2810', '830', '1250', '250', '75', '185', '250', '5', '6', '2', and '3'. The text is overlaid on the left side of the image.

Who has participated in  
a comprehensive  
planning process  
before?



# Learning Objectives

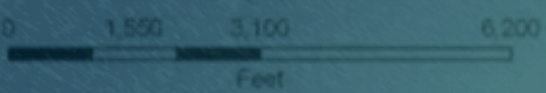
- ▶ To better understand....
  - ▶ what a comprehensive plan is and what it is required to contain
  - ▶ how Maryland land use law affects comprehensive planning in the state
  - ▶ the roles of local staff, board members, and other stakeholders in the development of comprehensive plans
  - ▶ the comprehensive planning process
  - ▶ strategies for tracking comprehensive plan implementation
  - ▶ available resources assisting with the development of comprehensive plans





# Purpose of Comprehensive Plans





- Streets
- Corporate Boundary
- Growth Area
- Comment Area
- PFA Area

# Continuity







# Balance Competing Interests





# Protect Public Investments



# Protect and Enhance Valued Resources

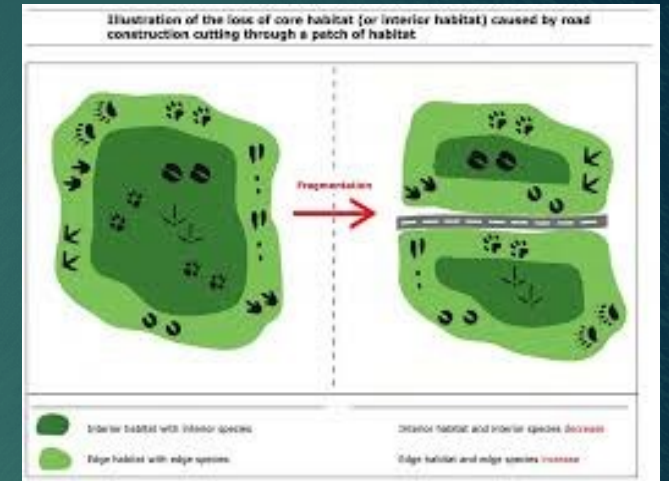
Viewshed



Riparian Buffer



Habitat Core



Military Installation



Transit Network



Affordable Housing







Shape Community Appearance





# Promote Economic Development





Provide Justification for Decisions



A group of diverse people are gathered around a table, focused on a large map or diagram. One woman in a green shirt is pointing at the map, while others look on attentively. A sign on the table indicates 'TABLE 13'. The scene is set in a large room with many other people in the background, suggesting a public event or conference.

# Express a Collective Vision





# Comprehensive Planning in Maryland



**Land Use Article § 1-201 and § 3-201**



# Local Government Article

- Former Article 25A
- Enables charter counties to enact local planning and zoning laws

LexisNexis®  
Custom Solution

Terms and Connectors  Natural Language

Search:  Full-text of source documents  Table of Contents (TOC) only  Advanced

Search Selected Only  
[Clear All Selections](#) | [Show Book Headers](#)

- MARYLAND DISTRICT RULES
- MARYLAND RULES
- RULES GOVERNING ADMISSION TO THE BAR OF MARYLAND
- INTERNAL OPERATING RULES OF THE COURT OF APPEALS OF MARYLAND
- RULES FOR JUDICIAL-CONDUCT AND JUDICIAL-DISABILITY PROCEEDINGS
- RULES OF THE UNITED STATES DISTRICT COURT FOR THE DISTRICT OF MARYLAND
- UNITED STATES BANKRUPTCY COURT FOR THE DISTRICT OF MARYLAND LOCAL BANKRUPTCY RULES
- AGRICULTURE
- ALCOHOLIC BEVERAGES
- BUSINESS OCCUPATIONS AND PROFESSIONS
- BUSINESS REGULATION
- COMMERCIAL LAW
- CORPORATIONS AND ASSOCIATIONS
- CORRECTIONAL SERVICES
- COURTS AND JUDICIAL PROCEEDINGS
- CRIMINAL LAW
- CRIMINAL PROCEDURE
- ECONOMIC DEVELOPMENT
- EDUCATION
- ELECTION LAW
- ENVIRONMENT
- ESTATES AND TRUSTS
- FAMILY LAW
- FINANCIAL INSTITUTIONS
- GENERAL PROVISIONS
- HEALTH - GENERAL
- HEALTH OCCUPATIONS
- HOUSING AND COMMUNITY DEVELOPMENT
- HUMAN SERVICES
- INSURANCE
- LABOR AND EMPLOYMENT
- LAND USE
- LOCAL GOVERNMENT
- NATURAL RESOURCES
- PUBLIC SAFETY

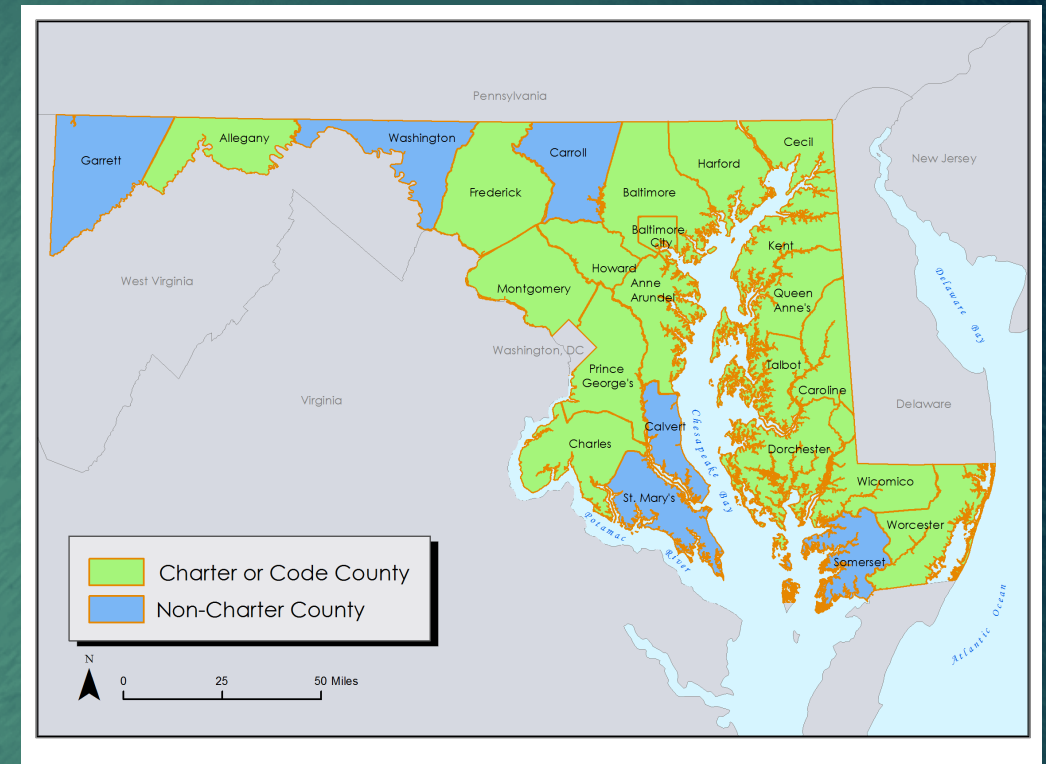
# Land Use Article

- Former Articles 66B and 28
- Enables non-charters to enact planning and zoning
- Divisions I (Single Jurisdictions) and II (Montgomery and Prince Georges)
- Requirements of comprehensive plans and process

# Charter Counties (Land Use Article § 1-406)

## ▶ Required Elements

- ▶ development regulations
- ▶ sensitive areas
- ▶ transportation
- ▶ water resources
- ▶ housing
- ▶ mineral resources, IF current geological information is available

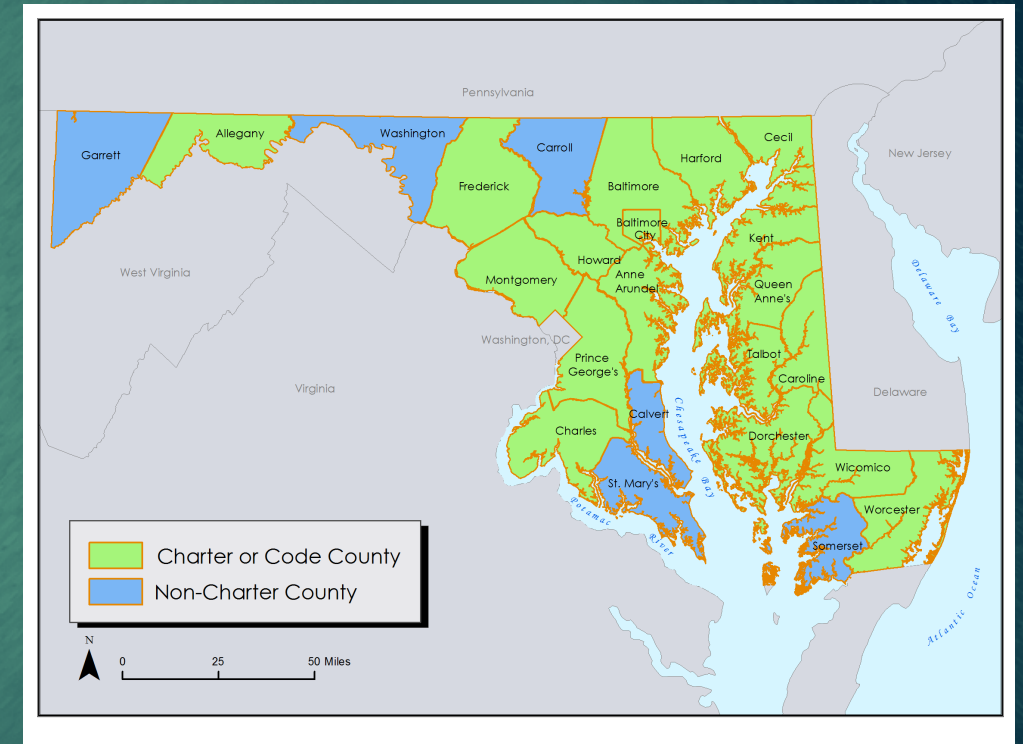


***Both Charter and Non-charter counties, as well as municipalities, must implement the 12 Visions in their comprehensive plans***



# Non-charter Counties and Municipalities (Land Use Article: § 3-102. Elements)

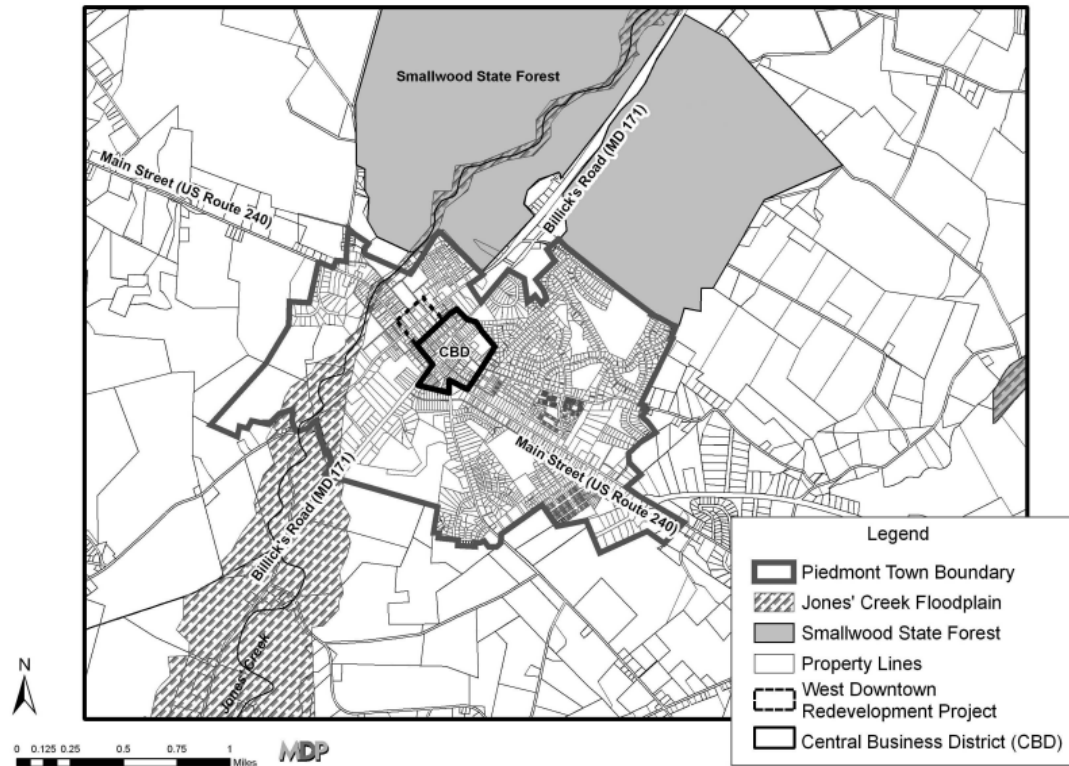
- ▶ Required Elements
  - ▶ community facilities
  - ▶ area of critical State concern
  - ▶ goals and objectives
  - ▶ land use
  - ▶ development regulations
  - ▶ sensitive areas
  - ▶ transportation
  - ▶ water resources
  - ▶ housing





# Non-charter Counties and Municipalities (Land Use Article: § 3-102. Elements)

Map I - Town of Piedmont and Surrounding Area



- ▶ Elements if:
  - ▶ If current geological information is available, the plan shall include a **mineral resources element**
  - ▶ The plan for a municipal corporation that exercises zoning authority shall include a **municipal growth element**
  - ▶ The plan for a county that is located on the tidal waters of the state shall include a **fisheries element**

*Image linked to Municipal Growth Element M&G*



# Vague Language

- ▶ § 3-103. Development regulations element.
  - ▶ (a) In general. -- The development regulations element shall include the planning commission's recommendation for land development regulations to implement the plan.
  
  - (b) Purpose. -- The development regulations element shall encourage:
    - (1) the use of **flexible development regulations** to promote **innovative** and cost-saving site design and protect the environment; and
    - (2) within the areas designated for growth in the plan:
      - (i) economic development through the use of **innovative techniques**; and
      - (ii) **streamlined review** of applications for development, including permit review and subdivision plat review.





# Affordable Housing Planning

MARYLAND LAND USE ARTICLE REQUIREMENTS AND  
RESOURCES





## Maryland Housing Needs Assessment & 10-Year Strategic Plan

A shared framework & toolbox for the Maryland Department of Housing and Community Development and local partners



*Image linked to the report*

# Maryland Housing Needs Assessment

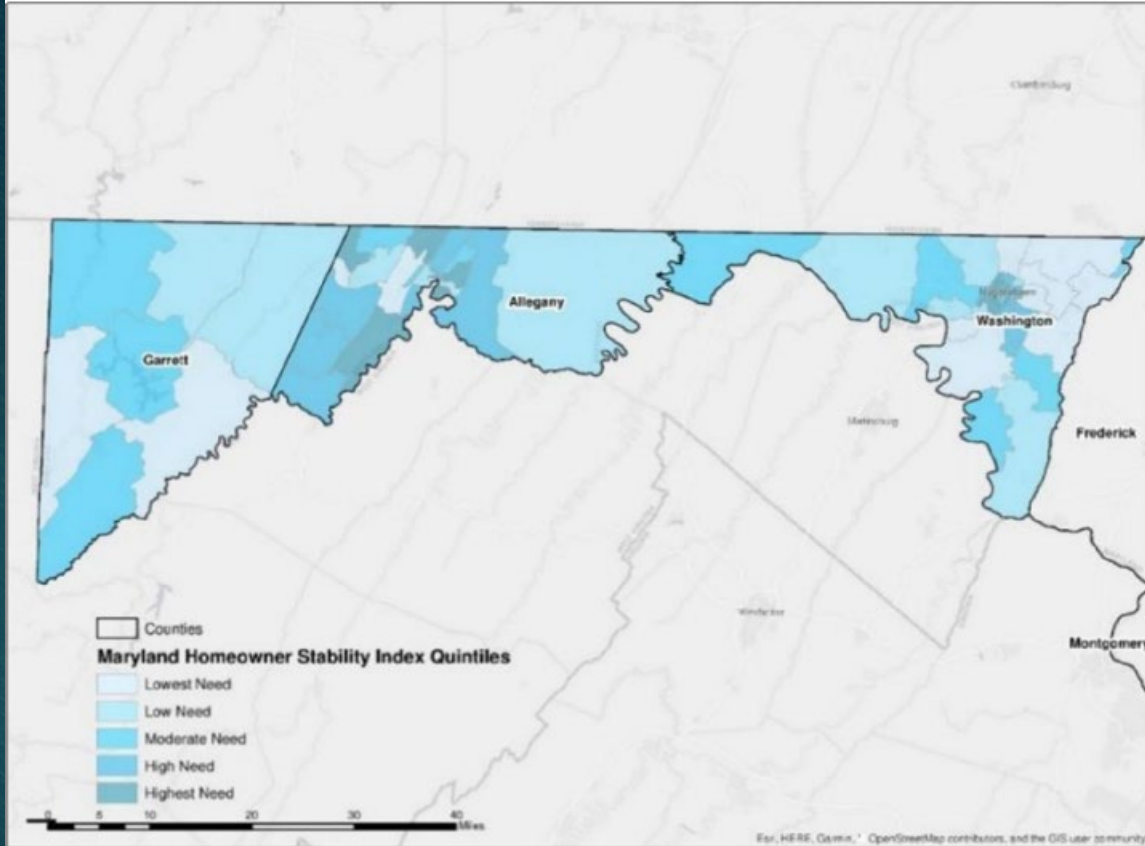
A shortage of 85,000 affordable apartments in Maryland for families and individuals earning less than 30% of median income, representing the most serious gap in supply for people at all income levels;

An additional 97,200 families and individuals earning less than 50% of median income are expected to move to the state by 2030, highlighting the need to dramatically increase affordable housing supply over the next 10 years; and

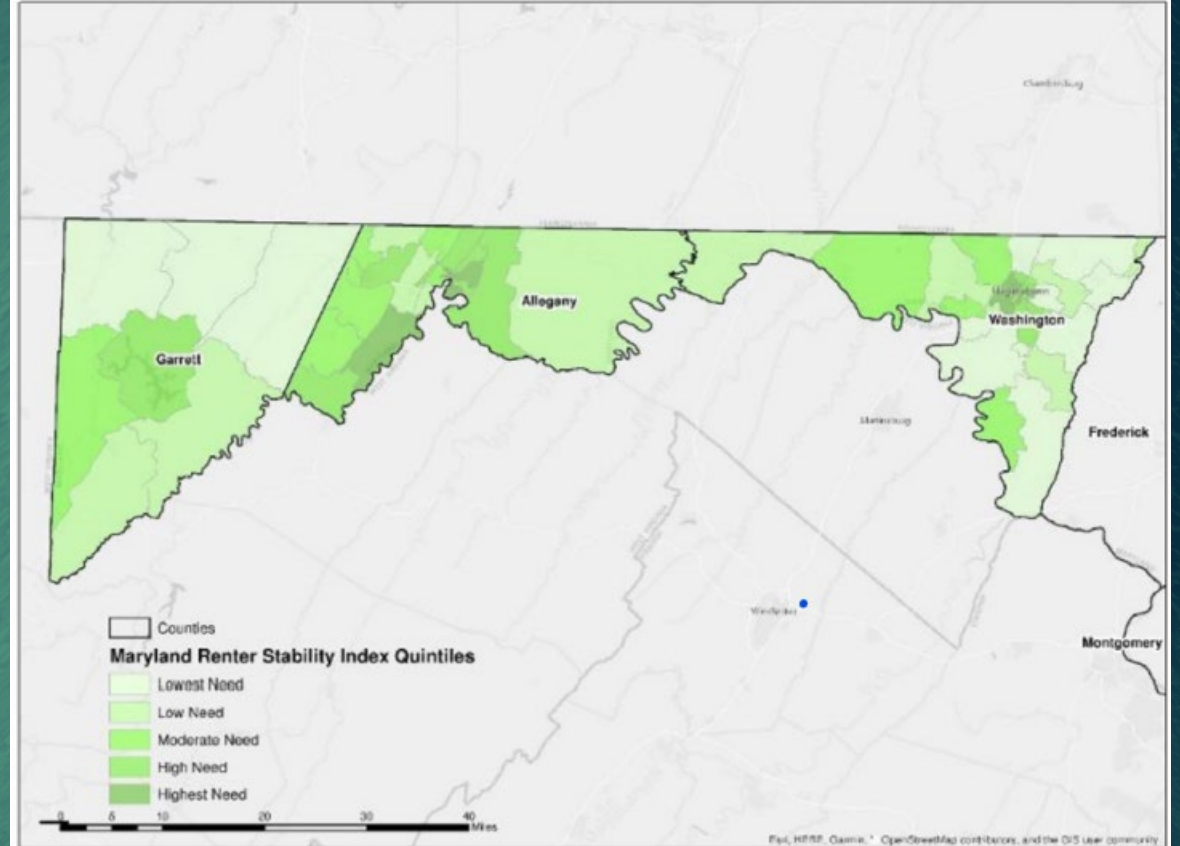
People of color, individuals with disabilities and seniors—who represent 14% of all Maryland families—face additional hurdles such as lack of flexible standards used by landlords when screening tenants and requiring high down payments. These disparities have been made worse by the Covid-19 pandemic.



**Map 7. Maryland Homeowner Stability Index, Needs by Category, Western Maryland**



**Map 8. Maryland Renter Stability Index, Needs by Category, Western Maryland**





# 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)

effective January 1, 2023\*\*

- ▶ 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

\* AMI workforce ranges are modified for renter versus owner and for Maryland Mortgage Program areas

\*\* Only required for non-charter counties and municipalities

# 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 to these changes with 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).

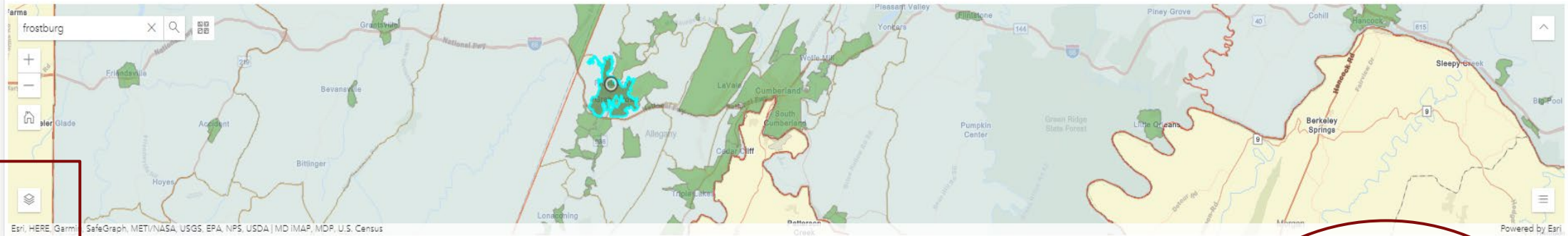
*Image linked to Housing Element M&G*



Geography : Designated/Incorporated Places

Current Selection : Frostburg city

Five Year ACS : 2017-2021



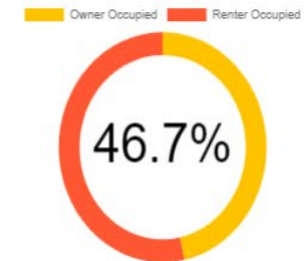
County Area Median Income

<b>2022 AMI for Frostburg city[Cumberland, MD-WV] :</b>	<b>\$71,300</b>
<b>HB 1045 Household Income Levels/Ranges</b>	
Workforce Ownership Range (60% - 120% AMI) :	\$42,780 - \$85,560
Workforce Rental Range (50% - 120% AMI) :	\$35,650 - \$71,300
Low Income (< 60% AMI) :	\$42,780
<b>Affordable Homeowner/Rental Monthly Payments (Based on 30% of Household Income)</b>	
Workforce Ownership Range :	\$1,034 - \$2,068
Workforce Rental Range :	\$862 - \$1,723
Low Income :	\$1,034
*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	173	53
2012	188	74
2013	186	317
2014	179	344
2015	165	368
2016	183	323
2017	161	215
2018	106	258
2019	99	260

Housing Tenure



# Housing Data Dashboard

Image linked to dashboard

# Affordable Housing Best Practices

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Annapolis  
Inclusionary  
Zoning

The Moderately Priced Dwelling Unit program is not funded directly, but developers and investors are offered incentives and density bonuses when they participate in the program, which makes it more desirable to potential investors and developers

Theresa Wellman, Annapolis Chief of Community Development: [tcw@annapolis.gov](mailto:tcw@annapolis.gov)

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Baltimore  
Affordable Housing  
Trust Fund

Baltimore voters approved a Charter Amendment to create the Affordable Housing Trust Fund. To fund the effort, the City Council passed [Bill 18-0221](#), [Ordinance 18-215](#), Recordation and Transfer Taxes, "Yield" Excise Tax – Dedicated Proceeds to the Affordable Housing Trust Funds. The bill, signed into law on December 12, 2018, authorized a .06% excise tax on the transfer of real property valued at or above \$1 million and a 0.15% excise tax on the recordation tax for real property transaction value at or above \$1 million. Approximately \$13 million per year is expected to be generated through the proposed new excise taxes.

Tammy Hawkeye, Baltimore City Director of Strategic Communications: [tammy.hawley@baltimorecity.gov](mailto:tammy.hawley@baltimorecity.gov)

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Edmonston  
Beautiful

The Maryland Department of Housing and Community Development (DHCD) awarded Edmonston \$50,000 [Community Legacy](#) grants for fiscal years 2018-20. Over that time, the program has rehabilitated 20 senior and low-income homes, bringing them up to code standards. Since the program started, code citations in the community have been reduced by 50%. The town leverages the DHCD funding with \$10,000 per award in project administration.

# Affordable Housing Resources

The affordable housing resource list is a centralized place to find the best and most applicable funding sources for your jurisdiction's housing needs. As a part of the Models and Guidelines (M&G) website, the resource list is divided into the following funding and assistance categories; Federal, State, Local/County, Foundational, and Technical Assistance. **To add or suggest another housing resource, please contact Joe Griffiths at [joseph.griffiths@maryland.gov](mailto:joseph.griffiths@maryland.gov).**

## Housing Resource Table

**Resource Type**

All ^

- Financing Assistance
- Grants
- Loans
- Other
- Tax Credits/Incentives
- Technical Assistance

**Category**

All v

Description	Agency	Resource Type	Category	Reg
...itting and review processes to ...nstruction costs (rising 12- ...on projects that meet certain		Other	County	Stat juri:
...mation and resources based ...nd subject areas	Maryland Departm ent of Planning (MDP)	Other	State	
<a href="#">A Better Maryland Digital Resource Center</a>	Maryland Departm ent of Planning (MDP)	Technical Assistance	State	
<a href="#">Accessible Homes for Seniors Program</a>	Maryland Departm ent of Housing	Grants	State	N/A



# Resources

**MARYLAND MORTGAGE**  
Making Homeownership Affordable

- **Housing Element M&G**
  - [Self Assessments](#)
  - [Maryland Best Practice Examples](#)
  - [Filterable Table of Affordable Housing Financing and Technical Assistance](#)
  - [Methodology Articles](#) (In M&G Left Panel)
  - [HB 90 Overview and Resources](#) (more to come!)
- **Other Resources**
  - [DHCD Needs Assessment and 10-Year Strategic Plan](#)
  - [Local Housing Solutions](#) (Check this one out!)
  - [U.S. HUD Guidance on Regulatory Barrier Removal](#)
  - [National Low Income Housing Coalition](#)
  - [National Housing Preservation Database](#)
  - [H + T Affordability Index](#)
- **Under Development**
  - HB 90 Guidance
  - Expanded Self Assessments
  - Housing Element Worksheet
  - Housing Dashboard Video





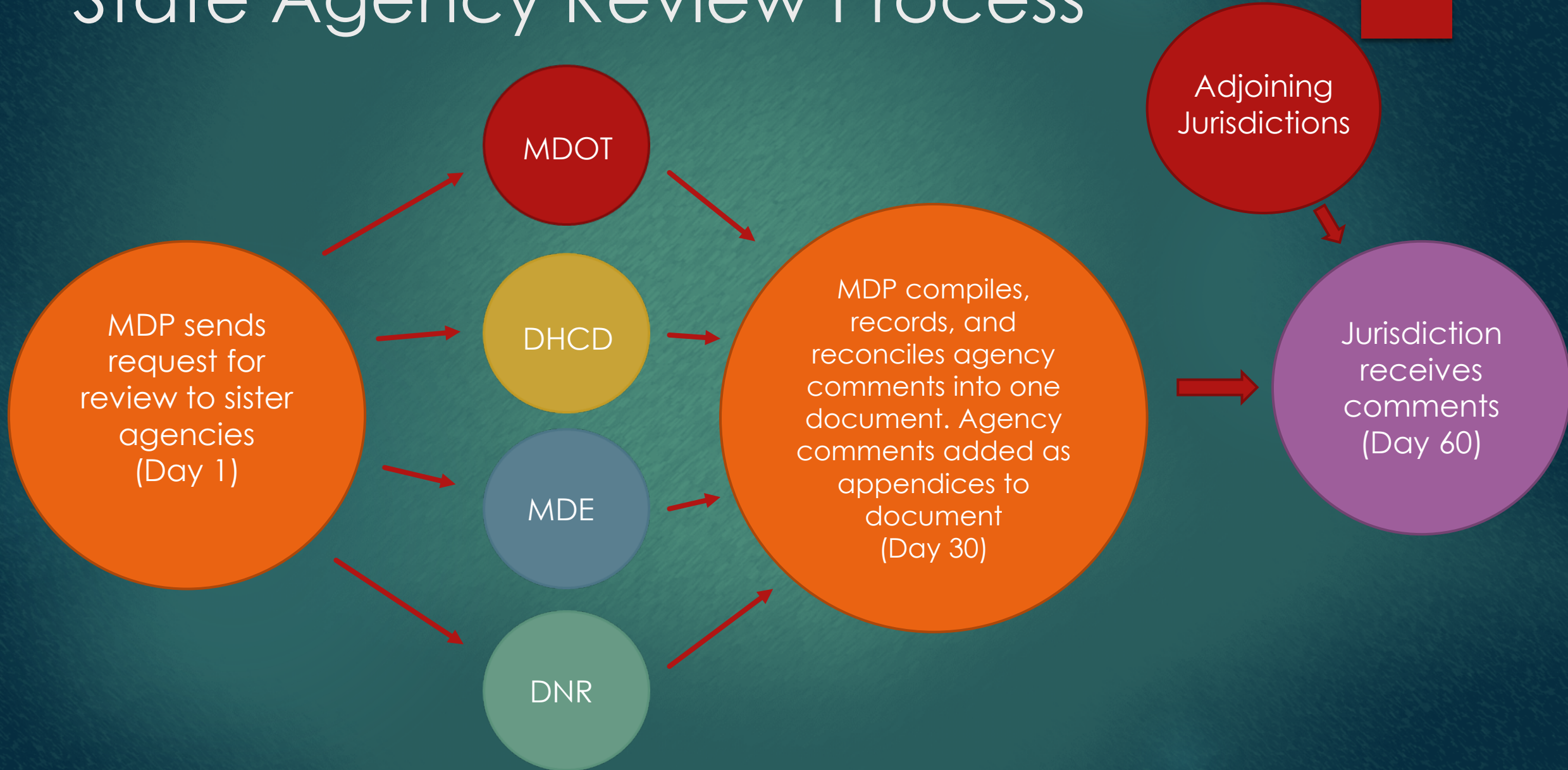
# Comprehensive Planning Process



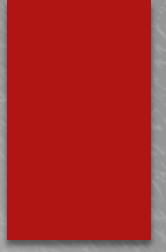
# Local Comprehensive Planning Process



# State Agency Review Process



# Planning to Plan





# Start with what you already have

Do you need a new comprehensive plan?

- ▶ House Bill 409 (2013) changed comprehensive plan review cycle requirement from 6 to 10 years
- ▶ Also requires 5-year implementation report

## Transitioning to the Comprehensive Plan Ten Year Review Cycle

- ▶ Preliminary Checklist
- ▶ Evaluation Checklist



## **Managing Maryland's Growth** Transitioning to the Comprehensive Plan 10-Year Review Cycle

November 2015  
Publication no. 2005-005



Maryland Department of Planning  
301 West Preston Street, Suite 1101  
Baltimore, Maryland 21201  
Planning.Maryland.gov

## Preliminary Checklist

When was last planning commission/board review?

Does the comprehensive plan include all required elements?

Does the comprehensive plan include the 12 visions?

Do we have an established procedure for reviewing and updating the comprehensive plan?

## Evaluation Checklist

Have we adopted a growth tier map?

Do our annual reports identify issues of concern?

Have any of our neighbors amended their comprehensive plan in a way that impacts us?

Have we implemented recommendations from the previous comprehensive plan?

Does our comprehensive plan have the correct statutory references and address changes to state law since adopted?

Do we have any new designations, such as Sustainable Communities, Historic Districts, or others?



## Other Questions To Consider

Does new Census data reflect changes in our community that a new plan should address?

Do the goals, objectives, and strategies of the previous comprehensive plan still apply?

Have there been any annexations that a comprehensive plan should account for?

Do we have enough available land for desired development?

Do we have any new major employers, or have major institutions, such as a military installation or college, expanded? Conversely, have we lost any?

# Other Plans to Consider



**Water and Sewer Plans**



**Small Area or Neighborhood Plans**



**Sustainable Communities Action Plans**



**Market Studies/Economic Analyses**



**Regional Transportation Plans**



**School Facility Plans**



**Other Comprehensive Plans**



# Stakeholders

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Residents/Landowners

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Businesses/Employers

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Advocacy/Community Groups

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Government Agencies (Internal and External)

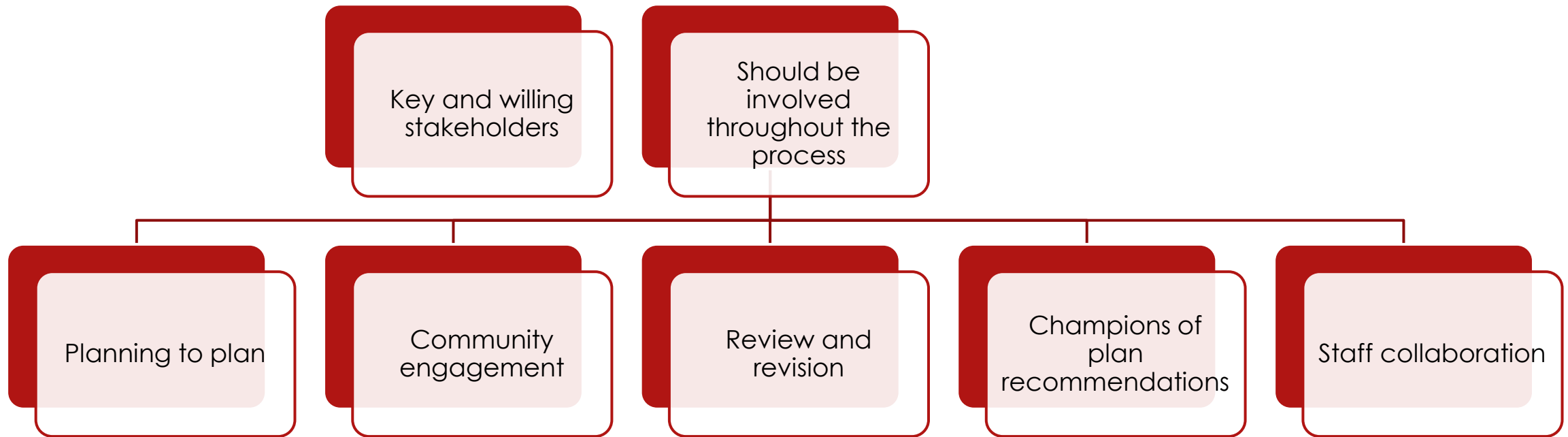
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Organizations/Institutions

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Neighboring Jurisdictions

# Advisory Groups





# Plan Charters/ Frameworks

(Plans to Complete the Plan)

Background information and reason for new/updated comprehensive plan

Existing conditions

State requirements

Preliminary list of issues to be addressed

Planning process and schedule

Organizational structure

Community engagement and outreach



Manassas Va 2018 Comprehensive Plan framework

# Role of the Citizen Planner in Early Stages

Reviewing previous plan for applicability and needed changes

Working with staff to establish advisory groups

Reviewing rezonings, variances, and other issues over the life of existing plan that should be addressed with new plan

Consultant selection

Reviewing plan charters, outreach plans, other informative plans, and existing conditions analyses



# SWOT Analyses

## Strengths, Weaknesses, Opportunities, Threats



- ▶ What community strengths should we build upon?
  - ▶ Access to open space, Developable land
- ▶ What community weaknesses should we address?
  - ▶ Struggling main street, Lack of sidewalks
- ▶ What opportunities exist that we could plan to maximize?
  - ▶ Major employer attraction, Residential demand
- ▶ What threats have the potential to hinder our progress?
  - ▶ Rising housing prices, Loss of transit service

# Consultants

Pre-planning informs the need for a consultant, if any

## Assessment

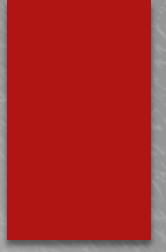
- What issue(s) must the comprehensive plan address?
- What is the final product?
- Do we have in-house expertise and capacity to develop the final product?
- Do state requirements necessitate the services of a consultant?
- Do we want the objectivity that consultants may provide?
- Can we hire a consultant for only one or a few portions of the comprehensive plan?
- Are we trying to do something new or innovative with which a consultant could assist?
- What is our budget? Are there sources of technical assistance or funding that could help us?



# Funding Resources for Comprehensive Plans

- ▶ [Community Development Block Grants \(CDBG\)](#)
  - ▶ Non-entitlement with 51% or more Low & Moderate Income persons ([List of eligible jurisdictions](#))
  - ▶ Allocated annual funding for planning, separate from block grant cycle
  - ▶ Know to ask ([Cindy Stone](#), Director Community Development Programs (DHCD))
    - ▶ Available upon consultation
    - ▶ Low to moderate income
- ▶ [Grants Gateway](#)
  - ▶ Hazard mitigation, sea level rise, climate change
  - ▶ Whole or part of plan depending on how many resiliency elements included

# Outreach and Engagement





# Communications (What you say)



## Outreach Project Communication Guidelines

### Purpose of this Document

To establish common messaging for The Maryland Planning Commissioners Association (MPCA) led outreach effort, which will be conducted in a series of regional meetings and surveys throughout the state in the summer and fall of 2017. This is an *internal document* intended to serve as a guide for how the MPCA communicates the project to those it wishes to engage.

### Purpose of the Outreach Effort

To connect with planning staff, Planning Commissioners, and other officials (stakeholders) across the state of Maryland and solicit their feedback on how the MPCA can craft training and provide resources that will best support local planning efforts and needs. The MPCA values and needs the feedback of stakeholders to create the most effective workplan and enhance its services.

### Themes

The following themes should be used as quick descriptors of the project

1. **Listening:** The MPCA wants to hear from stakeholders about how it can be a valuable resource to planning efforts around Maryland.
  - a. Examples: Focus Groups, Surveys

- ▶ Messaging first. Why are we doing this?
  - ▶ Internal and external
- ▶ Themes
  - ▶ Talking points
- ▶ FAQs
- ▶ Expected project outcomes and limitations
- ▶ Protocol and message control
- ▶ Community education
- ▶ Branding

Why should stakeholders engage?



# Outreach (How and to whom you say it)

- ▶ **Most important part!**
- ▶ Establish roles and outreach groupings
  - ▶ Staff, partner, officials, consultants
  - ▶ Public, focus groups, organizations, demographics
- ▶ Gather and use communication assets from stakeholders, such as those on an advisory group
  - ▶ Newsletters, email distribution lists, regular meetings, events
  - ▶ What communication assets can commissioners leverage
- ▶ Communication methods
  - ▶ High tech and high touch
- ▶ Trusted community leaders as messengers
  - ▶ Training and trust
- ▶ Tracking who is engaged



***Not complicated,  
but requires  
diligence and time***



# Engagement (How you get them to respond)

## What will you do with stakeholders when you have their attention?

### Education

- Existing plan and conditions
- Pre-planning insight (themes, issues, categories)
- Planning process
- Explain how input will inform the plan

### Questions

- General to specific (visioning to regulatory)
- Start with the positive
- Listen, summarize, and avoid unnecessary corrections
- Accept harsh criticisms

### Meeting the Needs of Stakeholders

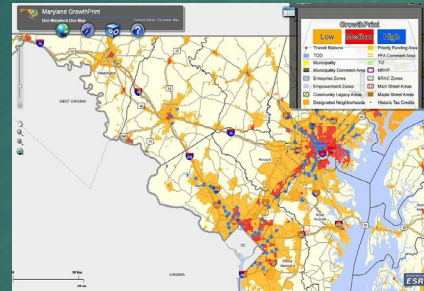
- Time and Location
- Food
- Children
- Translation

# Engagement Methods

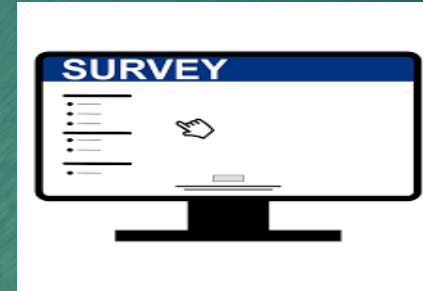
## Visual Preference Surveys



## Crowdsourced Mapping



## Surveys



## Public Workshops



## Meeting in a Box



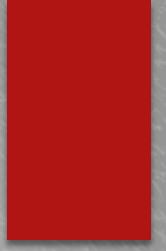
- Mix up your methods
- Summarize and categorize what you are hearing. Instant feedback
- Ensure staff coverage at public meetings
- Train key stakeholders and community leaders to assist and lead
- Multiple languages
- Matching shirts!



# Feedback and Using Input



# Planning Process





# Graphic Profile

*A look at*  
**JOBS**

**141,926**  
Laborforce in 2013

**\$80,622**  
Median Income

**11,204**  
Total number of jobs

**HOME**  
Matters

**\$1,119**  
Rental Cost per month

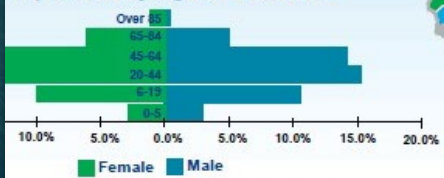
**93,358**  
Number of Households (2015)

*Counting*  
**PEOPLE**

**215,012**  
Total Population (2015)

**Growing Young Population**  
LARGEST AGE SEGMENT IN HARFORD IS 20-44 YEARS OLD

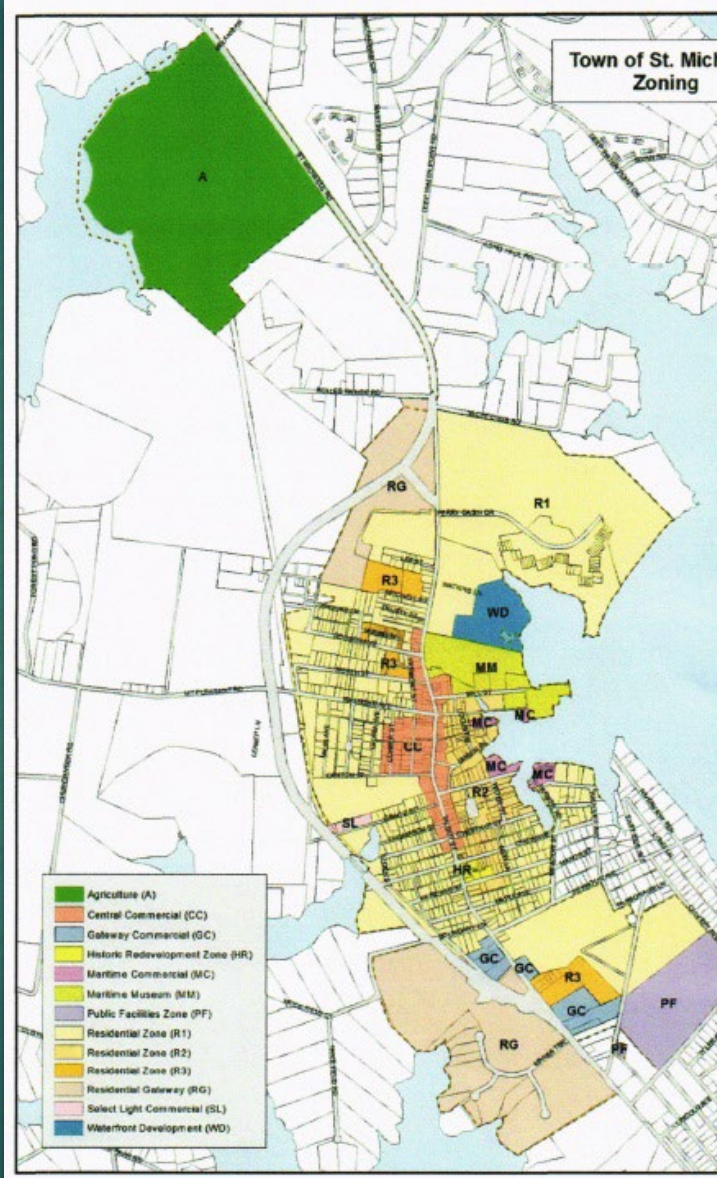
**Population by Age of Residents**



**Population Density**  
Census Tract (sq. mi.)

- 35 - 700
- 701 - 1000
- 1001 - 2500
- 2501 - 4000
- 4001 - 7500

Survey, Harford County Department of Planning and Zoning, U.S. Census Bureau



# Existing Conditions



# Existing Conditions (Snapshot of your Community)





# Visioning

- ▶ **What community should look and feel like in 20 years**
- ▶ **Assets over needs (focus on the positive)**
- ▶ **Shared values and purpose. Building consensus**
- ▶ **Involve all stakeholders**
- ▶ **Context or “test” against which goals, objectives, policies, and strategies are measured**
- ▶ **Present tense**
- ▶ **Vision is the dream, the plan is the path**

# Visioning Process

- ▶ **Inform and educate, but lightly**
- ▶ **Consider example vision statements from other communities**
- ▶ **Set the ground rules, but don't overcorrect**
- ▶ **Visual exercises**
  - ▶ **Preference surveys, mapping, sketching, modeling**
- ▶ **Questions (high level)**
  - ▶ **Why do you live in the community?**
  - ▶ **Where do you go in your community?**
  - ▶ **What will convince you to live or work in the community in 20 years?**
- ▶ **Whole group and breakout group exercises**
- ▶ **Feedback and iteration**



# Community Vision

*It is the year 2040. **Frederick County** is a vibrant and unique community where people live, work, and thrive while enjoying a strong sense of place and belonging*

*The Town of **Port Deposit** is an economically revitalized community that seeks to promote and enhance the inherent Nineteenth Century character of its Old Town, preserve its unique natural resources and association with its riverfront, and stimulate new development that strengthens the Town's traditional core.*

# PROJECTIONS AND STATE DATA CENTER



Is a resource to other divisions in the Planning Department, state agencies, local governments, and residents.



Develop projections for Maryland's 24 jurisdictions, six regions and the state.



Member of the Census Bureau's State Data Center network.



Maintain a wealth of information at SDC website



Enter search term



HOME

CENSUS DATA

ACS

ESTIMATES

PROJECTIONS

JOBS/INCOME

MAPS/GIS

ECON & AG CENSUS

MDP



DEPARTMENT OF PLANNING

Maryland State Data Center



## The Maryland State Data Center (SDC)

The Maryland State Data Center (SDC) is an official partner with the U.S. Census Bureau. The Maryland Department of Planning coordinates the SDC program in Maryland. SDC monitors development trends, analyzes social, economic and other characteristics and prepares population, housing, employment, labor force, and income projections, which provide the baseline for planning for growth and development in the State.



# Socioeconomic Characteristics of Maryland Senate Districts: 2021

### About Us

- State Data Center Staff
- State Data Center Affiliates
- Meetings & Workshops

### Popular Links

- **Census Data**
- MD Statistical Handbook
- Building Permit Data
- Population Estimates
- Projections Data
- ACS Data

### Quick Links

- Median Household Incomes
- Zip Code Maps
- PFA Census Data Analysis
- Parcel PFA Data

### Online Services

- Selected Characteristics for Census Tracts by 2010 Census and 2015-2019 American Community Survey
- Redistricting Address Look-up
- Priority Funding Areas
- Public School Locations

### External Links

- Maryland.gov
- U.S. Census Bureau
- U.S. Bureau of Economic Analysis
- U.S. Bureau of Labor Statistics
- U.S. Internal Revenue Service
- Other State Data Centers

## Census (Decennial)

- Enumeration of the resident population
- Produced every ten years
- Statistics
  - Population
  - Age
  - Sex
  - Race/Ethnicity
  - Households and Families
  - Group Quarters
  - Housing
- Short form questionnaire entire population

## Population and Housing Unit Estimates (PEP)

- Administrative records based on
  - Births
  - Deaths
  - Migration
- Released annually
- Covers three main geographies
  - States
  - Counties
  - Municipalities
- Statistics
  - Population
  - Age
  - Sex
  - Race/Ethnicity
  - Natural Increase
  - Net Migration
- **Preferred statistic for intercensal population numbers**

## American Community Survey (ACS)

- Survey of a representative sample of the population conducted every three months
- Released annually
  - One-year estimates
  - Five-year estimates
- Comes with a Margin of Error
- Covers all geographies except blocks.
- Statistics
  - Demographic
  - Economic
  - Housing
  - Social
- **Preferred statistic for socioeconomic characteristics.**



# What State Data Center Reviews



## ▶ Population and Population-Related Characteristics

- ▶ What is the source of the data being presented?
- ▶ Are Tables and Charts sourced properly?
- ▶ Is the most current data or dataset being used?
- ▶ Are there errors in any of the calculations?

## ▶ Data Sources

### ▶ Maryland State Data Center

▶ <https://planning.maryland.gov/MSDC/Pages/default.aspx>

### ▶ Census and American Community Survey

▶ <https://data.census.gov>

### ▶ Public Use Microdata

▶ <https://data.census.gov/mdat>

### ▶ NHGIS (Historical Census data)

▶ <https://www.nhgis.org>

### ▶ OnTheMap (Commuting)

▶ <https://onthemap.ces.census.gov/>



# The Land Use Plan



- ▶ Development Capacity Analysis
- ▶ Inventory
  - ▶ Amount, type, intensity and/or net density of existing land uses
  - ▶ Map of area served by public water and sewer
  - ▶ Existing land use patterns, annexations, large developments, preserved land, pipeline
  - ▶ Infrastructure capacity to accommodate projected growth
  - ▶ Environmental constraints
  - ▶ Redevelopment needs analysis, including infill capacity
  - ▶ Land use needs based on projected growth





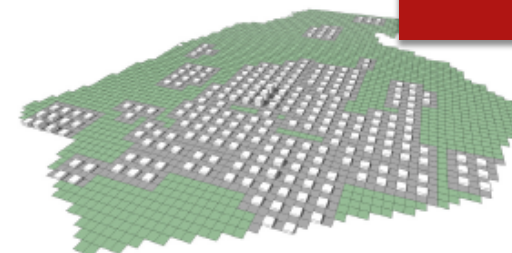


# Alternatives and Scenarios

- ▶ Using existing conditions analysis, initial stakeholder input, data and projections, framed within the vision, develop a set of plausible future alternatives or scenarios
- ▶ Metrics resulting from scenarios
  - ▶ Land consumption
  - ▶ Housing units by type
  - ▶ Jobs
  - ▶ Vehicle miles traveled (VMT)
  - ▶ Energy consumption
  - ▶ Air and water quality
  - ▶ Fiscal impact
- ▶ Policies and strategies needed to reach each scenario
- ▶ Constraints and tradeoffs

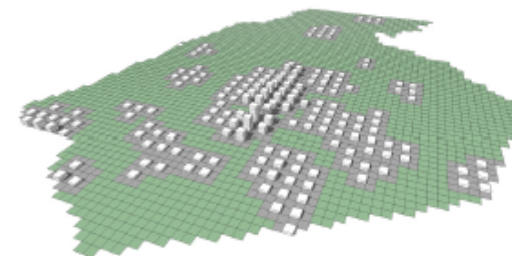
## Business As Usual

Maintains existing policies supporting land use, keeping our direction for future growth "as is." The future direction of growth in the county develops as a continuation of the current land use configuration following the pattern of past trends.



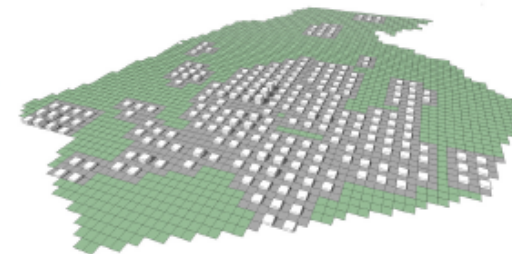
## City Centers Rising

The City of Frederick and surrounding developed county land form a major urban, cultural, and activity center. Therefore, growth potential is maximized in and around the City to create even stronger places for walkable, urban living and working while retaining our sense of historic significance and connection.



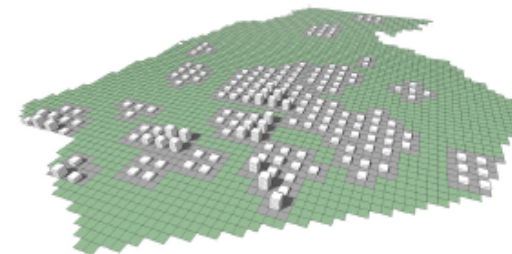
## Suburban Place-Making

Many of our residents love suburban living. Therefore, in this scenario, reinvestment is targeted toward existing suburban communities through infill development and redevelopment that creates additional opportunities to walk, shop, work, and recreate closer to home.



## Multi-Modal Places and Corridors

Our county has existing infrastructure connections to the greater Baltimore-Washington Region, through rail service, transit operations, and major highways. In this scenario, these existing assets are leveraged to create multi-modal corridors that help catalyze the redevelopment of aging retail and office areas, while creating new mixed-use places in the southern part of the county.



# Goals, Objectives, Policies, Strategies/Actions

- ▶ **Goals:** Themes guiding a jurisdiction into the future (**Desired state of being**)
  - ▶ *The City's sensitive areas and the balance of its natural ecology (including critical areas, wetlands, 100-year floodplains, streams and stream buffers, steep slopes, and habitats of threatened and endangered species) are protected (2011 Aberdeen Comprehensive Plan)*
- ▶ **Objectives:** Measurable results arising from plan implementation (**Where we will be**)
  - ▶ *Continue to preserve a minimum of 1,000 acres per year in the Priority Preservation Area (HarfordNEXT)*
- ▶ **Policies:** Rules for decision-making that will implement objectives (**How we think**)
  - ▶ *Where appropriate, consider waiving the water and sewer capacity fees for affordable housing projects (2010 Salisbury Comprehensive Plan)*
- ▶ **Strategies/Actions:** The means for achieving goals (**What we do**)
  - ▶ *Direct public investment to infrastructure, services, and support facilities in Town Centers (Calvert 2040)*



# Strategies and Actions

- ▶ Land Use and Zoning
- ▶ Prioritization
- ▶ Incentives
- ▶ Programs
- ▶ Partnerships
- ▶ Funding
- ▶ Additional Plans



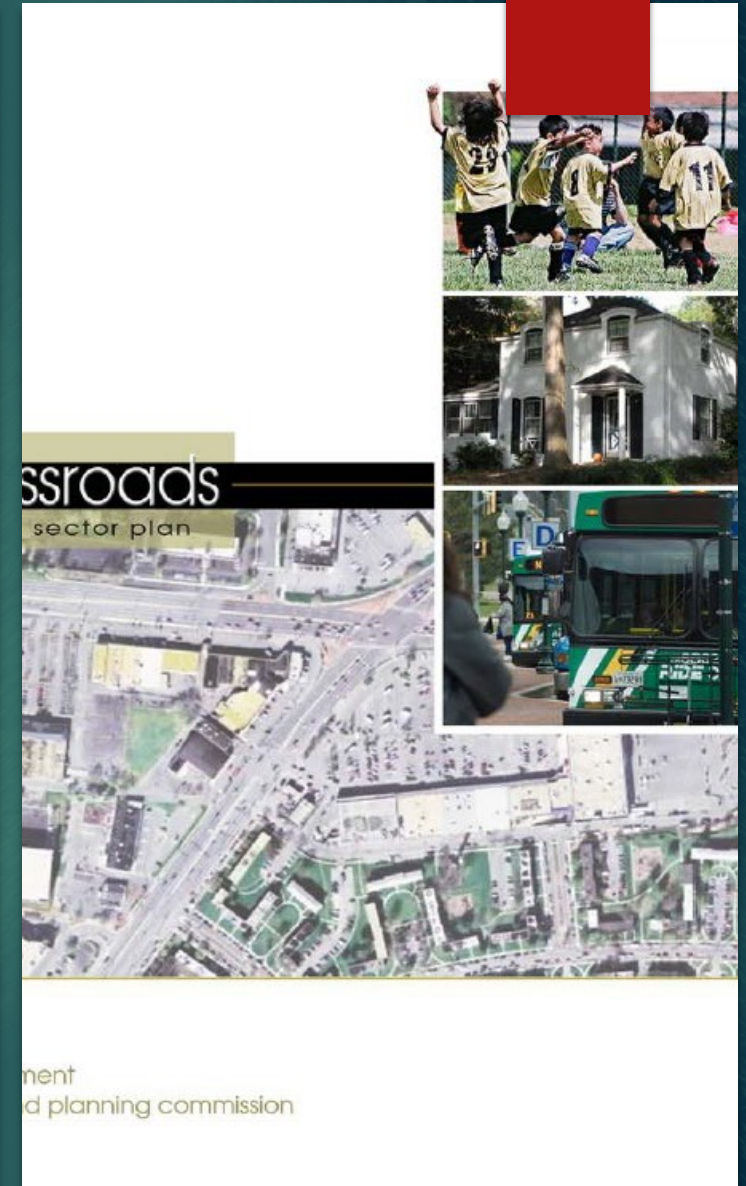
ORM  
ORE





# Other Types of Plans

- ▶ Master Plan
- ▶ Functional Plan
- ▶ Sector/Small Area Plan





# Consistency with Other Plans/Documents/Designations

**Water and Sewer Plans** [Environment Article §9-507 \(b\)\(2\)](#)

**Annexations** [Local Government Article § 4-415 \(c\)](#)

**MDOT Priority Letters** [Chapter 725 \(2010 laws of Maryland\)](#)

**Sustainable Communities** [Housing and Community Development Article § 6-205 \(a\)\(5\)](#)

**Priority Funding Areas** [State Finance and Procurement Article § 5-7B-03 \(e\)\(1\)\(i\)](#)

# Policy, not Regulation

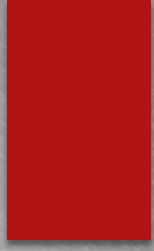
**Zoning is required to be consistent with the comprehensive plan as part of the implementation of a plan**

- Non-Charter Counties: § 3-303(b)
- Charter Counties: § 1-417



**Consistency is defined in Land Use Article sections  
§ 1-301 - 1-304**





# Drafting and adopting

THE PLANNING COMMISSIONER'S ROLE

# Planning Commission

Worksessions and  
Public Input

PC Agrees on  
Draft Plan

Sends to  
Adjoining  
Jurisdictions and  
MDP for Review

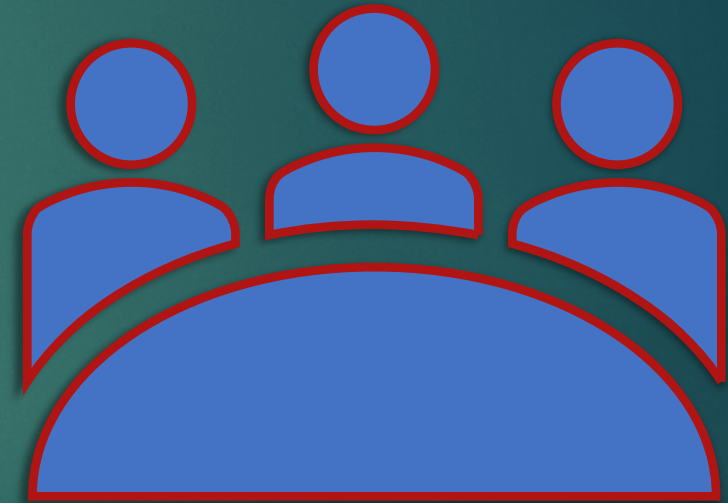
Agency and  
Jurisdiction  
Comments  
Included at  
Public Hearing

*At least 60 days prior  
to Public Hearing*



# Worksessions

- ▶ In addition to regular meetings
- ▶ Open to public, but generally not for comment
- ▶ Planning Commission, staff, consultants
- ▶ Review and discuss
  - ▶ Current plan
  - ▶ Pre-planning documents
  - ▶ Studies
  - ▶ Existing conditions
  - ▶ Community input
  - ▶ Key issues
  - ▶ Goals, objectives, strategies





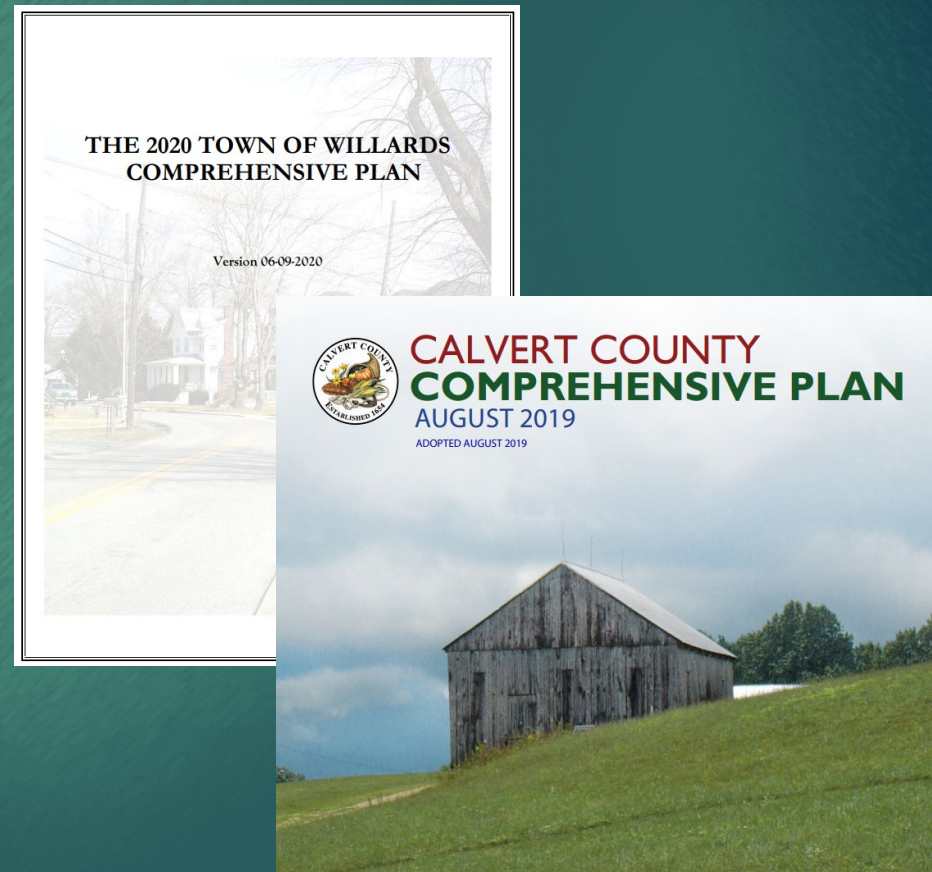
# Thematic

- ▶ Elements *within or across* Chapters



# Topical

- ▶ Elements *as* Chapters





# Public Hearing

(Land Use Article § 3-203)

Planning Commission sends draft plan out for review 60 days prior to the public hearing

- State: [mdp.planreview@maryland.gov](mailto:mdp.planreview@maryland.gov)
- Adjoining jurisdictions
- Regional units

Comments must be included in the public record for the hearing

- Must hold at least one, but can have more

Majority recommendation for approval by resolution

- Shall refer expressly to plan
- Signature of chair and secretary
- Attested copy certified to legislative body

# Legislative Body



Four Options	Public Hearing Optional	Public Hearing Required
Adopt		X
Modify		X
Disapprove	X	
Remand	X	

Legislative body can make changes without sending the plan back to the planning commission  
[\(Changed for non-charter counties and municipalities with HB 919/SB 551 in 2015\)](#)



# Implementation Planning and Tracking

Establish shared responsibility for implementation

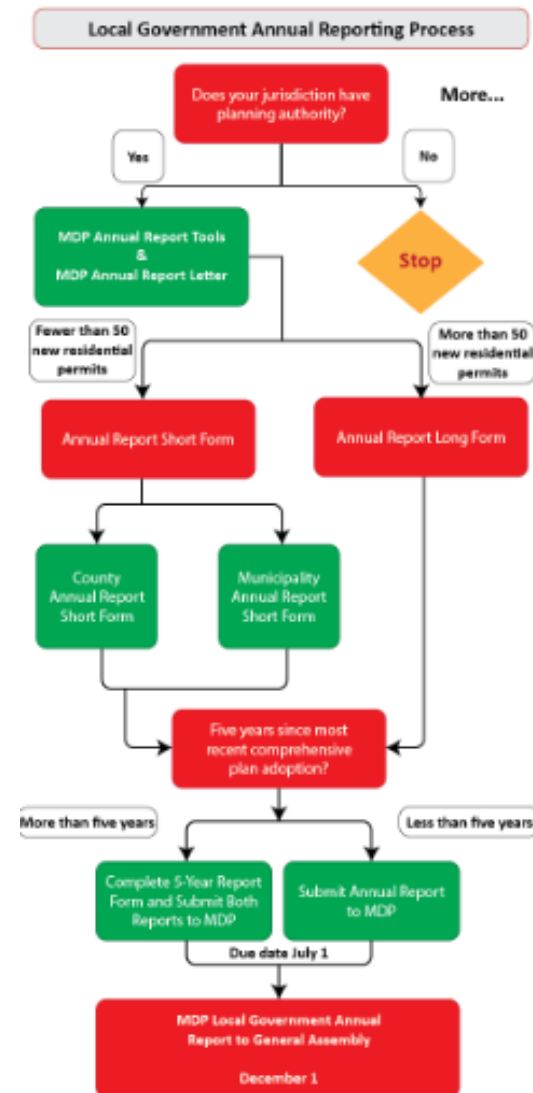
Develop measurables and methods for measuring them

Track progress on objectives

Annual reporting process

Regular updates at legislative body & PC meetings

2021 Conference Session on Annual Reporting Benefits



# Amendments and Reviews

Amendment process is the same as the plan drafting process

- But can be shortened

## Why Amend?

- Conditions change
- Add to growth or service areas
- In preparation for a desired zoning amendment
- Incorporate master or functional plans
- Legislative requirements

## HB 409 (2013)

- Changed review cycle from 6 to 10 years
- Added 5-year implementation reporting requirement
  - Submitted to Maryland Department of Planning



# Resources

## Maryland Planning Commissioners Association

- [Planning Commissioner Training Course](#)
- [40<sup>th</sup> annual conference in Kent Island October 24-26](#)
- [Rules and Procedures Guidance](#)

## Maryland Department of Planning

- [Maryland Comprehensive Plan Repository](#)
- [10-Year Review Cycle Guide](#)
- 10-Year Review Cycle Schedule ([Counties](#) and [Municipalities](#))
- [Transportation Element Checklist](#)
- [Transit Station Area Profile Tool](#)
- [Housing Element Models & Guidelines](#)
- [Placing Jobs](#) (Economic Development and Planning)
- [Local Government Annual Reporting Tools](#)
- [Septics Law Implementation](#)
- [Plan Submissions Guidance Webpage](#)
- [Maryland's Brownfield Redevelopment Assistance Program](#)
- [Forest Resource Planning Guidance](#)
- [Solar Facility Siting Guidance](#)
- [Maryland's Plan to Adapt to Saltwater Intrusion and Salinization](#)
- [Maryland Growth & Conservation Analysis Tool](#)
- [InfoPortal](#)
- [Data and Mapping](#)
- Maryland Historical Trust: [Medusa](#)
- [Water Resources Element Guidance](#)
- [Maryland Military and Community Compatible Use Website](#)
- [Local Government Frequently Asked Questions](#)

# Resources, Other State Agencies

## Department of Natural Resources

- [2022 LPPRP Guidelines](#)
- [Nuisance Flood Plan Development Guidance](#)
- [Maryland Coastal Atlas](#)
- [Ecosystem Services](#)
- [Maryland's Environmental Resource & Land Information Network](#)
- [Smart DG+: Renewable Energy Siting Mapping Tool](#)
- [Green Print](#)

## Department of the Environment

- [2030 Greenhouse Gas Emissions Reduction Act](#)
- [Land Restoration Program](#)
- [Maryland's Tier II Waters](#)
- [Climate Change Program](#)

## Department of Health

- [Maryland Environmental Public Health Tracking Map](#)
- [Environmental Public Health Tracking County Profiles](#)



# Resources, Other State Agencies

## Department of Transportation

- [2019 Attainment Report](#)
- [GIS Connection](#)
- [Mobility in Maryland](#)
- [Maryland's Freight Story](#)
- [Maryland's Consolidated Transportation Program](#)
- [MD Archaeology Storymap](#)
- [Maryland Bikeways Program](#)
- [SHA Road Ready Dashboard](#)
- [SHA Climate Change Vulnerability Viewer](#)

## Department of Commerce

- [Community Demographics Tool \(ZoomProspector\)](#)
- [Property Search Tool \(ZoomProspector\)](#)

## Department of Housing and Community Development

- [Housing Market Pulse](#)
- [State Revitalization Programs](#)
- [Housing Economic Research Office](#)
- [Interactive Mapping & Dashboards](#)

## Department of Labor

- [Workforce and Labor Market Data](#)
- [Workforce Dashboard](#)
- [Workforce Region Occupational Projections](#)
- [Wage Statistics](#)

# Resources Continued

## Regional Planners and Project Managers

- [Maryland Department of Planning](#)
- [State Highway Administration](#)
- [Maryland Department of Housing and Community Development](#)
- [Regional Resources Workgroup](#)

## State Plans

- [A Better Maryland](#) State Development Plan
  - Areas of Critical State Concern
  - Other State Plans
- [Reinvest Maryland](#)
  - Redevelopment toolbox, technical assistance, and case studies
- [2040 Maryland Transportation Plan](#)
  - Framework for statewide goals and objectives
  - Strategies to meet state goals
- [Strategic Plan for Accelerating Economic Development in Maryland](#)
  - Goals and strategies for economic prosperity in Maryland
- [Land Preservation and Recreation Plan \(2019-2023\)](#)
  - Resource and guide for enhancing public outdoor recreation opportunities
- [2021 Maryland Hazard Mitigation Plan](#)
  - Hazard identification, vulnerability assessment, mitigation strategies, management and local hazard mitigation plans



# Resources Continued

## Counties

## Regional Planning Organizations

- [Baltimore Metropolitan Council](#)
- [Metropolitan Washington Council of Governments](#)
- [Wilmington Area Planning Council](#)
- [Tri-County Council for Southern Maryland](#)
- [Tri-County Council for Western Maryland](#)
- [Hagerstown/Eastern Panhandle Metropolitan Planning Organization](#)

## Institutions of Higher Learning

- Johns Hopkins: [Maryland Food Systems Map](#)
- University of Maryland: [Partnership for Action Learning in Sustainability \(PALS\)](#)
- Morgan State University: [City and Regional Planning Program](#)
- Salisbury University: [Urban and Regional Planning Program](#)

## [American Planning Association](#)

## MACo and MML

# Questions

▶ Join the MPCA at the 40th Annual Conference Oct 24-26 at the Kent Island Resort.

▶ [Learn more and register](#)

# 4



1983 MARYLAND PLANNING COMMISSIONERS ASSOCIATION 2023  
ANNUAL STATEWIDE CONFERENCE OCTOBER 24-26 KENT ISLAND, MD.  
"FORTY YEARS OF CHANGE; FORTY YEARS OF OPPORTUNITY"