

Maryland Coordinated Permitting Review Council: Meeting Minutes

Date: March 11, 2026, 1:00 pm – 3:00 pm

Location: Virtual via Google Meet

Call to Order

Chair Rebecca Flora called the meeting to order at 1:00 PM, welcomed attendees, and reviewed the agenda. She reiterated the Council’s mission per Governor Moore’s Executive Order on Economic Competitiveness to streamline interagency coordination for priority infrastructure and place-based projects. A roll call was conducted.

AGENCY	DESIGNEE/ALTERNATE*	PRESENT	ABSENT
MDP	Rebecca Flora	x	
MDOT/SHA	Joe McAndrew (Alex Walinkas)	x	
DHCD	Julia Glanz (Steven Palmer)	x	
MDA	Michael Calkins	x	
MEA	Jenn Aiosa	x	
MDSP	Jason Mowbray	x	
MDE	Suzanne Dorsey	x	
MDH (ex-officio)	Clint Hackett	x	
DNR	Dave Goshorn	x	
DoIT	Marcy Jacobs (Natalie Evan-Harris)	x	
Commerce	Luis Cardona	x	
MEDCO	Nick Henninger-Ayoub*	x	
Urban Co. – Montgomery County (pending appointment)	Jason Sartori	x	
Urban Municipality - Baltimore City	Justin Williams	x	
Rural Co Rep - Wicomico County	Tracey Greene Taylor	x	
Rural Municipality-Thurmont (pending appointment)	Kelly Duty	x	
Governor’s Office (ex-officio)	Meghan Conklin/ <u>Katelin Moody</u>	x	

Public Viewers: None

Approval of Meeting Minutes

The minutes from February 11, 2026, meeting were presented for approval. Motion to approve by Michael Calkins; second by Tracey Taylor. No abstentions or opposition. Approved by general consent.

Featured Presentation: SBY Market Center, Joe Buckley, Senior Development Manager, Green Street Housing

Mr. Buckley presented an overview of the SBY Market Center redevelopment project in downtown Salisbury. The project is designed to support downtown revitalization and economic development within the city's central business district. The proposed development would transform a former surplus City of Salisbury riverfront lot into a mixed-use development including 51 residential units and approximately 11,456 square feet of retail/commercial space.

The project aligns with the Envision Salisbury Plan, the city's long-term strategy for sustainable economic growth and downtown revitalization.

Mr. Buckley provided a permitting roadmap and noted that several key approvals have already been completed, including:

- City Planning Commission preliminary design and site plan certificate (March 2024)
- Salisbury Historic District Commission approval (October 2025)
- Environmental Management Plan approval (January 2026)

Several permits and approvals remain in progress, including the City of Salisbury Comprehensive Development Plan, Chesapeake Bay Critical Area review, building and grading permits, and a State Highway Administration permit related to sidewalk improvements.

Mr. Buckley also noted challenges affecting project progress, including local administrative issues and delays related to required approvals.

Local Permitting Perspective – Town of Thurmont, Kelly Duty, Town Planner

Ms. Duty provided an overview of the Town of Thurmont's local permitting and development review process.

She described the town's regulatory framework, which includes:

- Zoning Ordinance
- Subdivision Regulations

- Adequate Public Facilities Ordinance (APFO)
- Municipally operated electric, water, and sewer systems

Ms. Duty explained that development review decisions are distributed across several bodies:

- Zoning Administrator / Town Planner – permits and compliance
- Planning & Zoning Commission – site plans and subdivisions
- Board of Appeals – variances and special exceptions
- Mayor and Board of Commissioners – rezonings and annexations

She outlined the typical development process used by the town, which includes pre-application coordination, plan submission and agency referral, Planning Commission review, verification of outside agency approvals, final plat approval, and permits and inspections.

Ms. Duty also highlighted several unique local complexities affecting permitting timelines, including:

- Managing municipal electric, water, and sewer capacity
- Small municipal staffing structures
- Dependence on external state and federal agency approvals
- Detailed annexation processes

Despite these challenges, the town has implemented several improvements, including web-based permitting software, early coordination with applicants, and standardized public works agreements.

Ms. Duty concluded by noting that Thurmont's process emphasizes predictable staged reviews, alignment with the town's comprehensive plan, and infrastructure-linked growth management.

State Permitting Agency Presentation – Maryland Historical Trust (MHT), Dixie Henry, Administrator, Project and Compliance Unit

Ms. Henry presented an overview of the Maryland Historical Trust's Project Review and Compliance (PRC) program and its role in the state permitting process.

The PRC unit, consisting of five staff members, reviews approximately 5,000–6,000 state and federal projects annually submitted by nearly 100 agencies, typically providing comments within a 30-day review period.

Ms. Henry explained that MHT reviews are conducted under both federal and state laws, including:

- Section 106 of the National Historic Preservation Act
- The Maryland Historical Trust Act

The Section 106 review process involves several steps:

1. Initiating consultation and defining the project undertaking
2. Identifying historic properties within the project area
3. Assessing potential effects on historic resources
4. Resolving adverse effects through consultation, mitigation, or agreements

Ms. Henry noted that determinations may include findings such as no historic properties present, no effect, no adverse effect, or adverse effect requiring mitigation measures.

She also discussed the volume of work handled by the agency. In 2025, MHT reviewed nearly 6,000 projects and evaluated hundreds of historic resources.

The presentation also included updates on several Permitting Council pilot projects that required historic preservation review. Most were determined to have no adverse effects, though some projects required additional consultation and mitigation agreements.

Council Activity – Darius White

Mr. White provided an update on pilot implementation activities, including recent working group meetings, project updates, and progress on coordination across agencies.

Key updates included continued monitoring of pilot projects, the launch of a dashboard prototype, and ongoing efforts to improve project tracking and issue resolution across participating agencies.

Council members also discussed challenges related to staffing capacity, meeting attendance, and the need for agencies to continue updating project information within the tracking systems.

Year-End Report Process, Rebecca Flora, Secretary, Chair

Secretary Flora provided an update on the development of the Council's Year-End Report to the Governor, which is required under Executive Order 01.01.2024.39.

She outlined the draft structure of the report and discussed the process for gathering input from Council members, state agencies, and external stakeholders.

Secretary Flora noted that the report will include analysis of the current permitting landscape, key barriers to efficiency, and recommendations related to regulatory, process, and technology improvements.

Council members were informed of several upcoming engagement activities, including:

- A Local Perspective Survey currently being distributed to counties and municipalities
- A User Experience Roundtable scheduled for March 31, 2026
- Continued stakeholder outreach and pilot project site visits

The final report is scheduled to be submitted to the Governor by June 30, 2026.

Next Steps

Secretary Flora reviewed upcoming Council activities and meetings, including continued pilot project presentations and additional agency briefings.

The next Permitting Council meeting is scheduled for April 8, 2026, and will be held virtually.

Closed Session

A closed session was not needed

Closing

Chair Flora invited closing thoughts from Council members. There was no discussion

Adjournment: 2:45 PM