

2016

ANNUAL  
REPORT *Planning*



Carroll County  
Department of Planning

Planning for Success  
in Carroll County

This 2016 Planning Annual Report was submitted by the Carroll County Planning & Zoning Commission in accordance with the Md. LAND USE Code Ann. § 1-207 (Annual Report-In general) and § 1-208 (Annual Report-Measures and Indicators).

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## 2016 Planning Annual Report

June 7, 2017

The Carroll County Planning and Zoning Commission hereby Certifies and Adopts the *2016 Planning Annual Report* as it pertains to the County in accordance with the Land Use Article § 1-207 of the Annotated Code of Maryland.

Matthew S. Helminiak, Chairman  
Carroll County Planning and Zoning Commission

Philip R. Hager, Secretary  
Carroll County Planning and Zoning Commission

**CARROLL COUNTY PLANNING & ZONING COMMISSION**  
*Planning a better future for Carroll County*

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# Acknowledgements

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# Introduction

## Introduction

Among the many responsibilities of a planning commission is the preparation of an annual report that catalogs development and planning information for the previous calendar year. The annual report is required under the Land Use Article (§ 1-207 and § 1-208) of the Annotated Code of Maryland.

Through a series of tables and maps, each annual report describes the type, location, and stage of development that occurred during the previous calendar year. The information reported includes changes that have occurred as a result of subdivision and development activity, as well as changes that may occur in the future due to revisions to comprehensive plans, zoning maps, codes, or state and federal regulations.

Based on the Land Use Article, development and other development-related activity are to be consistent with the adopted plans of the jurisdiction and should implement the state Planning Visions.

The annual report also contains a local land use goal and data on specific “measures and indicators.” Measures and indicators include data on the amount, share, and density of growth inside and outside of Priority Funding Areas (PFAs). They are meant to provide a way of tracking progress towards meeting the state and local land use goals. More information on this new requirement can be found in the Measures and Indicators section of this annual report.

The Carroll County Planning and Zoning Commission provides this report on behalf of the County, as well as the eight municipalities. The municipalities provide the County with the planning and development-related data to be included in the report.

The Land Use Article requires the Planning Commission to “prepare, adopt, and file an annual report, on or before July 1 of each year for the previous calendar year, with the local legislative body.”

The annual report is posted on the Carroll County Bureau of Comprehensive Planning website. Copies are also provided to the Maryland Department of Planning.



# Amendments & Growth Related Changes in Development Patterns

## *New Plans Adopted & Plan Amendments Adopted*

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### **New Comprehensive Plans and Plan Elements Adopted or Amended**

There were no new comprehensive plan, major amendments to comprehensive plans, or new elements added to any comprehensive plans during 2016.



# Amendments & Growth Related Changes in Development Patterns...

## *Subdivisions and Site Plans Approved*

### County Subdivisions and Site Plans Approved

The following tables (Tables 1 and 2) list all new subdivisions and site plans in the County that received final approval during calendar year 2016. Map 1 on Page 5 shows the location of these subdivisions and site plans. During 2016, 15 plans were approved in the unincorporated parts of the County, involving a gross total of roughly 248 acres. The plans listed include not only greenfield development (new development), but also redevelopment, additions, and resubdivisions.

**Table 1 - County Residential Site Plans and Subdivisions  
2016**

Location # (Map 1)	Name	Type	New Lots	Zoning	Election District
1	The Offutt Place	Residential	9	R-10,000	5
2	Ruth's Hope	Residential	2	Conservation	13
3	Brady Green Property	Residential	1	Agriculture	11
4	O'Hagan's Ridge, Reconfiguration of Lot 4	Residential	1	Agriculture	8
5	Long Reach Farm, Resubdivision Lot 19	Residential	1	Con / BN-R	14
6	Rose Acres Resubdivision Lot 1	Residential	3	Conservation	9
7	Herold Property	Residential	1	Agriculture	4
8	Golden Crest 2	Institutional	16 beds	Agriculture	4
9	Adams Paradise Senior Housing	Residential	160 units	R-20 / Con	5
<b>18 lots / 160 units / 16 beds / 110.16 acres</b>					

Source: Bureau of Development Review

**Table 2 - County Commercial & Industrial Site Plans and Subdivisions  
2016**

Location # (Map 1)	Name	Type	Acres	Zoning	Election District
10	Lehigh New Windsor Quarry, 2nd Amended	Industrial	77.0	Ag / MRO	4
11	Miller Asphalt Plant	Industrial	21.28	Industrial Restricted	4
12	Eldersburg Crossing, Amended	Commercial	16.12	Business General	5
13	North Carroll Community School	Institutional	12.7	Agricultural	3
14	CJ Miller LLC Facility	Industrial	5.24	Business General	6
15	Magstone LLC	Commercial	5.16	Agricultural	2
<b>137.5 acres</b>					

Source: Bureau of Development Review

## Amendments & Growth Related Changes in Development Patterns...

### Municipal Subdivisions and Site Plans Approved

Tables 3 and 4 list all new subdivisions and site plans in the municipalities that received final approval during calendar year 2016. The locations of these subdivisions and site plans are also shown on Map 1. During 2016, a total of 18 substantive plans were approved in the municipalities, covering approximately 75 acres.

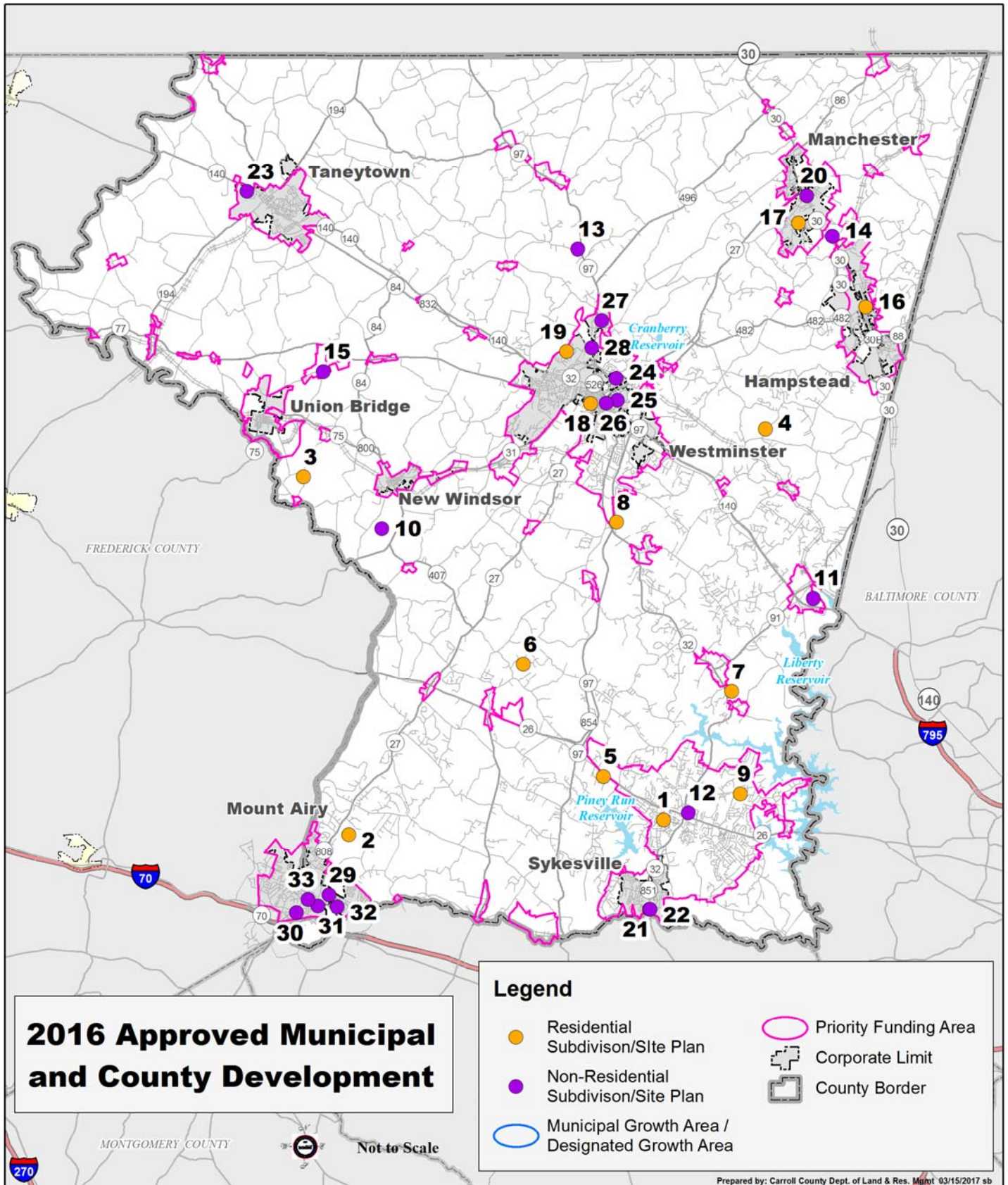
Table 3 – Municipal Residential Site Plans & Subdivisions 2016					
Location # (Map 1)	Name	Type	Lots	Zoning	Municipality
16	Northside Estates	Residential	17	R-7,500	Hampstead
17	Western Abbey, Amended	Residential	19	R-15,000	Manchester
18	Lot 6, Kings Second Addition	Residential	2	R-7,500	Westminster
19	Bolton Hill, Section 4	Residential	39	R-20,000	Westminster
<b>77 lots, 25 acres</b>					

Source: Bureau of Development Review, Municipalities

Table 4 – Municipal Commercial & Industrial Site Plans & Subdivisions 2016					
Location # (Map 1)	Name	Type	Acres	Zoning	Municipality
20	Number One North Liquors	Commercial	0.33	BL	Manchester
21	Firehouse Creamery	Commercial	0.08	BL	Sykesville
22	Patapsco Distillery Company	Commercial	0.21	BL	Sykesville
23	Maryland Compassionate Care & Wellness	Industrial	9.82	IR	Taneytown
24	Point Breeze Credit Union	Commercial	1.00	B	Westminster
25	Westminster Station	Commercial	12.96	B	Westminster
26	Resub of City Hall/ Mansion Property	Institutional	6.92	CB/DB/MUI	Westminster
27	Tower.Com Monopole	Utility	0.46	PI	Westminster
28	Resub Parcels F-1 & C-1	Industrial	3.57	IR	Westminster
29	Tractor Supply / America Gas	Commercial	3.46	R-2	Mount Airy
30	M&M Welding & Fabrication	Industrial	4.40	I	Mount Airy
31	Mount Airy Volunteer Fire Dept.	Institutional	0.05	CC	Mount Airy
32	Lot 17, Twin Arch Business Park, Mount Airy Renal Construction	Commercial	1.59	I	Mount Airy
33	Mount Airy Life Center Conservatory Addition	Institutional	5.68	R5	Mount Airy
<b>50.53 acres</b>					

Source: Bureau of Development Review, Municipalities

Map 1



# Amendments & Growth Related Changes in Development Patterns...

## *Zoning Map Amendments*

### **Zoning Map Amendments**

Table 5 and Table 6 list all rezoning activities and annexations, respectively, within Carroll County for 2016. Map 2 shows the location of these rezonings and annexations. During 2016, 2 rezoning was processed and 6 annexations were processed within Carroll County.

Table 5 – Rezonings 2016					
Rezoning Case No.	Name	District Change	Acres	Effective Date	Plan Reference
n/a (Town)	FRP Hampstead LLC	IR to R-7,500	118	June 14, 2016	Hampstead
Case No. 224	Luers Avenue Properties	B-NR to BG	15.56	January 14, 2016	Freedom

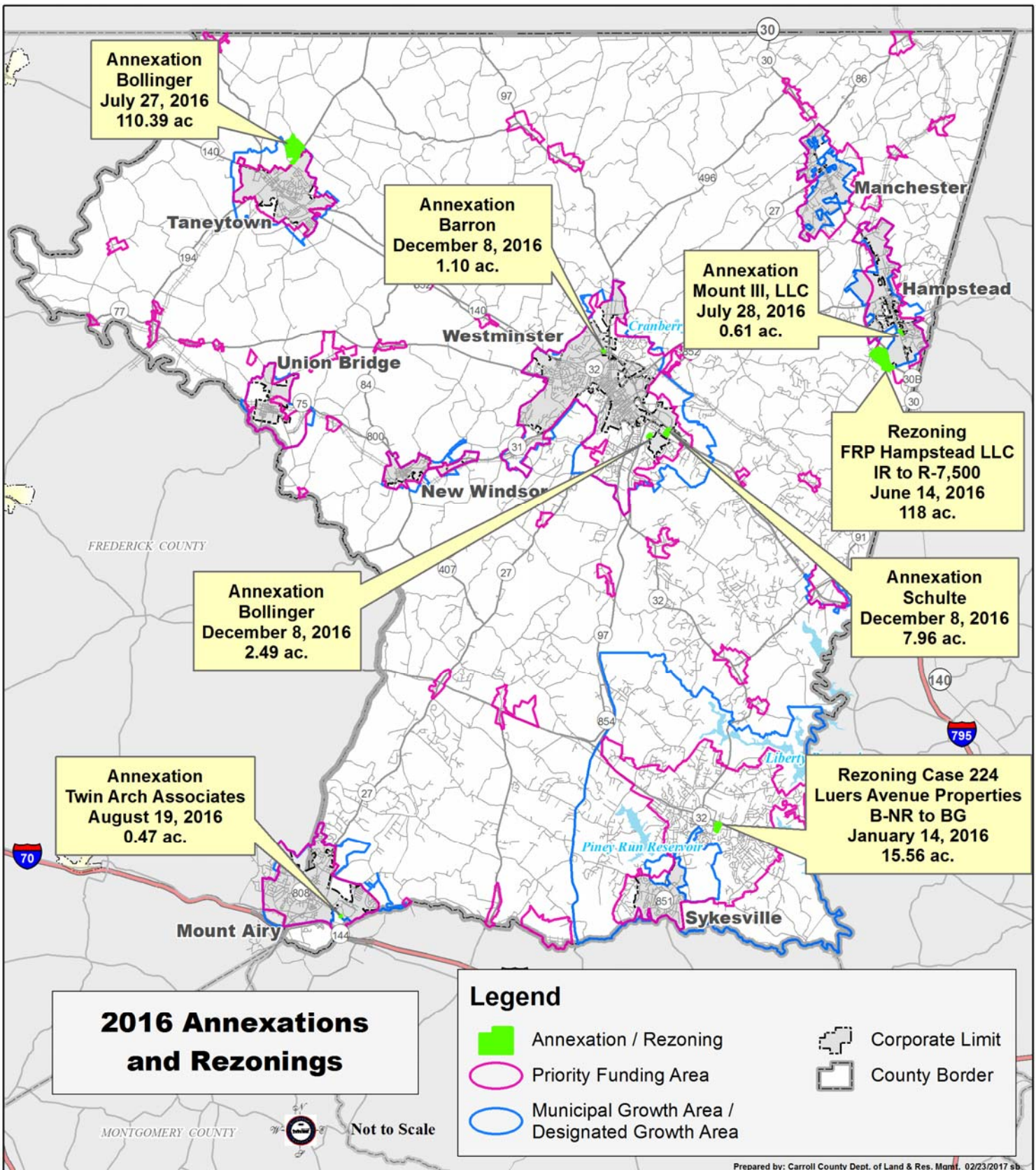
Source: Department of Planning

Table 6 – Annexations 2016			
Name	Acreage	Jurisdiction	Effective Date
Mount III, LLC	0.607	Hampstead	July 28, 2016
Twin Arch Associates	0.4677	Mount Airy	August 19, 2016
Bollinger	110.3877	Taneytown	July 27, 2016
Barron	1.1004	Westminster	December 8, 2016
Bollinger	2.493	Westminster	December 8, 2016
Schulte	7.962	Westminster	December 8, 2016

Source: Department of Planning

...Amendments & Growth Related Changes in Development Patterns

Map 2



## Amendments & Growth Related Changes in Development Patterns...

### *Zoning Text Amendments*

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#### **Zoning Text Amendments That Resulted in Changes in Development Patterns**

The following revisions to local county and municipal ordinances substantively affected future development patterns within the County.

##### County:

##### **Ordinance Nos. 2016-04, 2016-5 and 2016-06:**

- **Ordinance No. 2016-04** amended § 158.002 language for the definition of petroleum products storage, **Ordinance No. 2016-05** amended § 158.002 to add in the definitions for Medical Cannabis, Medical Cannabis Dispensary, Medical Cannabis Grower, and Medical Cannabis Processor; and **Ordinance No. 2016-06** deleted § 158.153 (B)(2)(a), (b) and (c) § 158.153 (B)(3)(4); § 158.153 (B)(5)(b)(3), (5), (6) and replaced these with § 158.153 (B)(5)(b)(7) for Solar Energy Conversion Facilities size limits and set backs as accessory uses.

##### Municipal:

- Sykesville-**Ordinance No. 296**, (1) Conditional Uses—Amend Sections 180-61, 180-62, 180-88, 180-136 AND 180-137 to allow beer and wine sales as a conditional use in certain districts; (2) Amend Section 180-64 to allow outdoor seating in the B-L District; and (3) adopt and enact a new article V in Chapter 140 regarding business use of Town sidewalks.
- Taneytown-**Ordinance No. 26-2016**, Electronic Message Boards—Amended Article VII, Section 205-44D, expanding potential use of electronic message display boards.
- Taneytown-**Ordinance No. 21-2016**, Cannabis Dispensary Overlay Zone—Additional language added to Section 05-35.3, limiting legislation regarding potential locations of medical cannabis dispensaries.
- Westminster-**Ordinance No. 863**, Development Design Preferences—Amended Chapter 164, “Zoning and Subdivision of Land”, of The Code of the City of Westminster, to amend Article XVIII, “Regulations Applicable in All Districts” to add § 164-131.2, “Compliance with Development Design Preferences” and to amend Article XXIV, “Subdivision Regulations”, §164-193, "General Requirements" to add new Subsection (L) and Article XXV, “Site Plans”, §164-211, “Action on Site Plan”, to add new Subsection (K) in order to formalize the implementation of the city’s design guidelines in the development review process.
- Westminster-**Ordinance No. 870**, Signage—Amended Chapter 164, "Zoning and Subdivision of Land", of The Code of the City of Westminster, Chapter 164, "Zoning", of the Westminster City Code, Article XVII, "Signs", § 164-121", "On-Premises Business Signs", to permit larger commercial signs than are currently permitted under certain limited circumstances.
- Mount Airy-**Ordinance No. 2016-23**, Downtown Zone—Amended Section 112.-37.1 (B) (%) of the zone to distinguish between properties fronting on Main Street and others which do not as related to first floor multi-family residential use.

## ...Amendments & Growth Related Changes in Development Patterns

### *Amendments to Priority Funding Area Boundaries*

#### **Amendments to PFA Boundaries**

There were no changes to PFA boundaries in Carroll County during 2016.

### *Sustainable Community*

#### **Sustainable Community Application**

The Town of Union Bridge applied for and was recognized as a Sustainable Community during 2016 by the Maryland Department of Housing and Community Development.

### *Schools*

#### **New Schools or Additions to Schools**

There were no significant modifications or additions to school facilities in 2016. However, due to a continued decline in student enrollment, the Carroll County Board of Education closed 3 facilities (Charles Carroll Elementary School, New Windsor Middle School, and North Carroll High School) and redistricted the students attending those facilities to other schools for the 2016-2017 school year.

### *Roads*

#### **New Roads or Substantial Changes in Roads or Other Transportation Facilities**

Table 7 describes additions that occurred to the County's roadway network in 2016. The changes were primarily system maintenance and local in nature.

Table 7- New Roadway Construction  
2016

County Road Name	From	To	Type of Change
Parkland Road	Placidville Way	Cul-de-sac	New Construction
Ilene Road	Bartholow Road	Cul-de-sac	New Construction
Placidville Way	Bartholow Road	Cul-de-sac	New Construction

## Amendments & Growth Related Changes in Development Patterns...

Table 7 continued...			
County Road Name	From	To	Type of Change
White Cloud Court	Placidville Way	Cul-de-sac	New Construction
Hillcrest Street	Hillcrest Avenue	Parking Area	Abandoned
Bluebird Drive	End of Existing 22' Curb & Gutter	Cul-de-sac	Road extension
Garrett Road	Kriders Schoolhouse Road	0.48 mile	Gravel to Paving
Harvey Yingling Road	Kriders Schoolhouse Road	MD 30	Gravel to Paving
Jordans Retreat Road	Kauffman Road	Dennings Road	Gravel to Paving
Kauffman Road	Jordans Retreat Road	Dennings Road	Gravel to Paving
Old West Falls Road	West Falls Road	0.54 mile	Gravel to Paving
Municipal Road Name	From	To	Type of Change
none			

Source: Bureau of Engineering, Municipalities

## *Water & Sewer*

### **Carroll County Water & Sewer Master Plan**

There were amendments to the Carroll County Water and Sewer Master Plan in 2016, during the Fall 2015 Amendment Cycle, pertaining to the towns of Mount Airy, New Windsor and Sykesville.

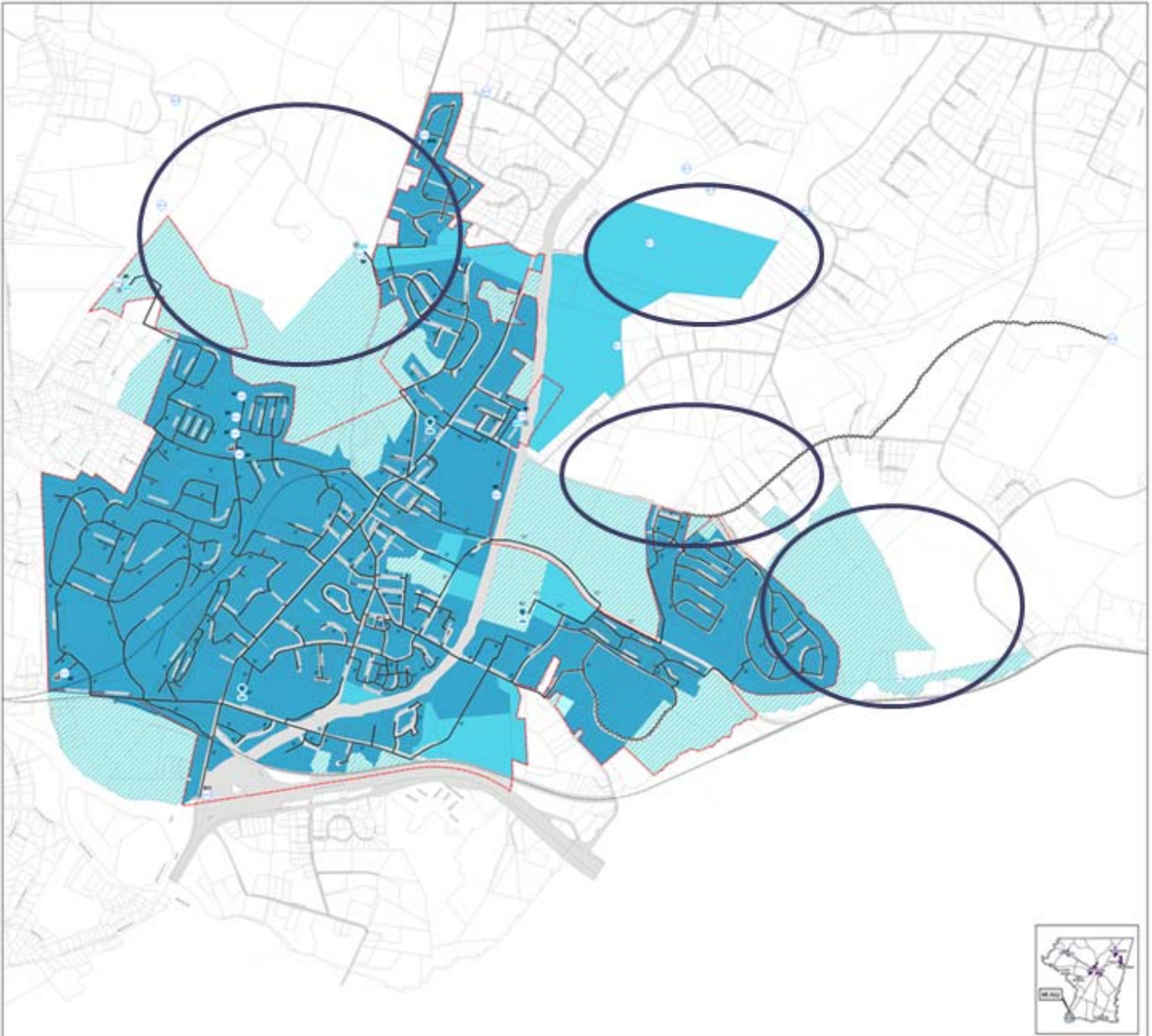
On February 18, 2016, the Board of County Commissioners Adopted the following amendments to the *2014 Carroll County Water and Sewer Master Plan* (Resolution No. 968-2016). The amendments became effective when final approval was received from the Maryland Department of the Environment on August 29, 2016.

- (Mount Airy) Extend Priority Water Service Area (W-3) to include portions of the Leishear property that lies within the Town's Ultimate Growth Boundary. In addition, this amendment amends Mount Airy's Long Range Planning Water Service Areas (10+ year) (W-6) to establish consistency with the Town's newly Adopted Master Plan. (Map 3)
- (Sykesville) Amend the Freedom chapter map and table to reflect modifications resulting from a new State-County agreement on allocations. (Map 4)
- (Mount Airy) Extend Mount Airy's Priority Sewer Service Area (S-3) to include portions of the Leishear property that lies within the Town's Ultimate Growth Boundary. This amendment also amends Mount Airy's Long Planning Sewer Service Areas (10+ year) (S-6) to establish consistency with the Town's newly Adopted Master Plan. (Map 5)
- (New Windsor) Add a footnote to the Town of New Windsor's Table 27 line on "Table 27- Projected Sewerage Demands and Planned Capacity" to address an I&I project that the Town anticipates completing to address the 9,000 gpd deficit that exists in the Future Planning Category.
- (Sykesville) Amend the Freedom chapter map and table to reflect modifications resulting from a new State-County agreement on allocations. (Map 6)



...Amendments & Growth Related Changes in Development Patterns

**Map 3**



**Mount Airy  
Water Service Area  
Carroll County, Maryland  
2015 Fall Amendment**

750 0 750 Feet Map W-1

**Existing and Planned Service Areas**

- W - 1** Existing/Final Planning
- W - 3** Priority (0-6 yr)
- W - 5** Future (7-10 yr)
- W - 6** Long Range (10+ yr)
- W - 7** No Planned Service

**Existing and Planned Community Facilities**

	Existing	Priority	Future	No Service
Transmission or Feeder Main	—	-----	~~~~~	
Treatment Plant (Capacity - MGD)	☒	☒	☒	
Pumping Station (Capacity - MGD)	⚡	⚡	⚡	
Storage Tank (Capacity - MGD)	●	●	●	
Well (Capacity - MGD)	⊕	⊕	⊕	●
Booster Station	⚡			
Raw Waterline	-----			

Corporate Limits  
 Streams



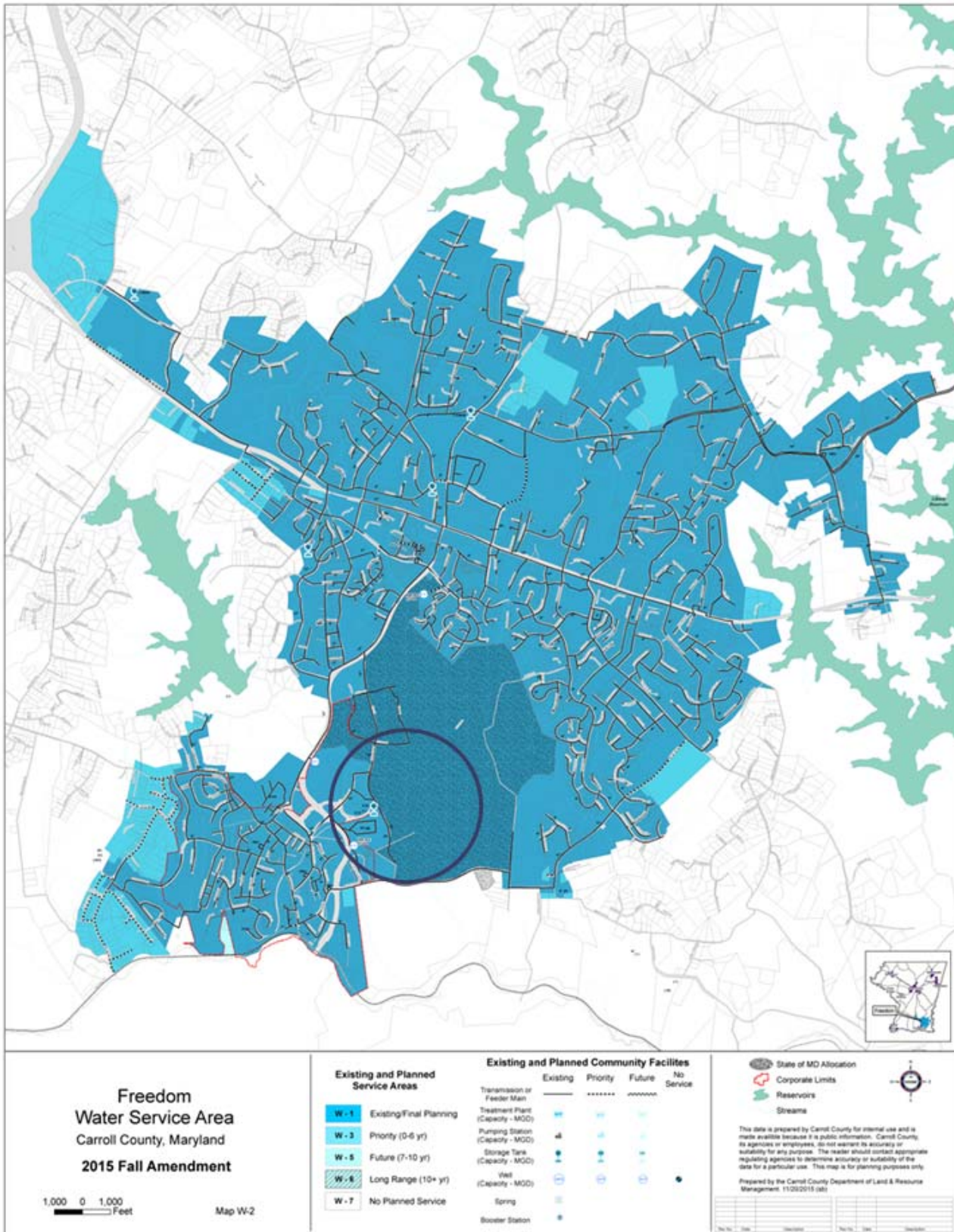
This data is prepared by Carroll County for internal use and is made available because it is public information. Carroll County, its agencies or employees, do not warrant its accuracy or suitability for any purpose. The reader should contact appropriate regulating agencies to determine accuracy or suitability of the data for a particular use. This map is for planning purposes only.

Prepared by the Department of Land & Resource Management  
11/19/2015 (jg)

Date	Drawn	Checked	By No.	Date	Checked

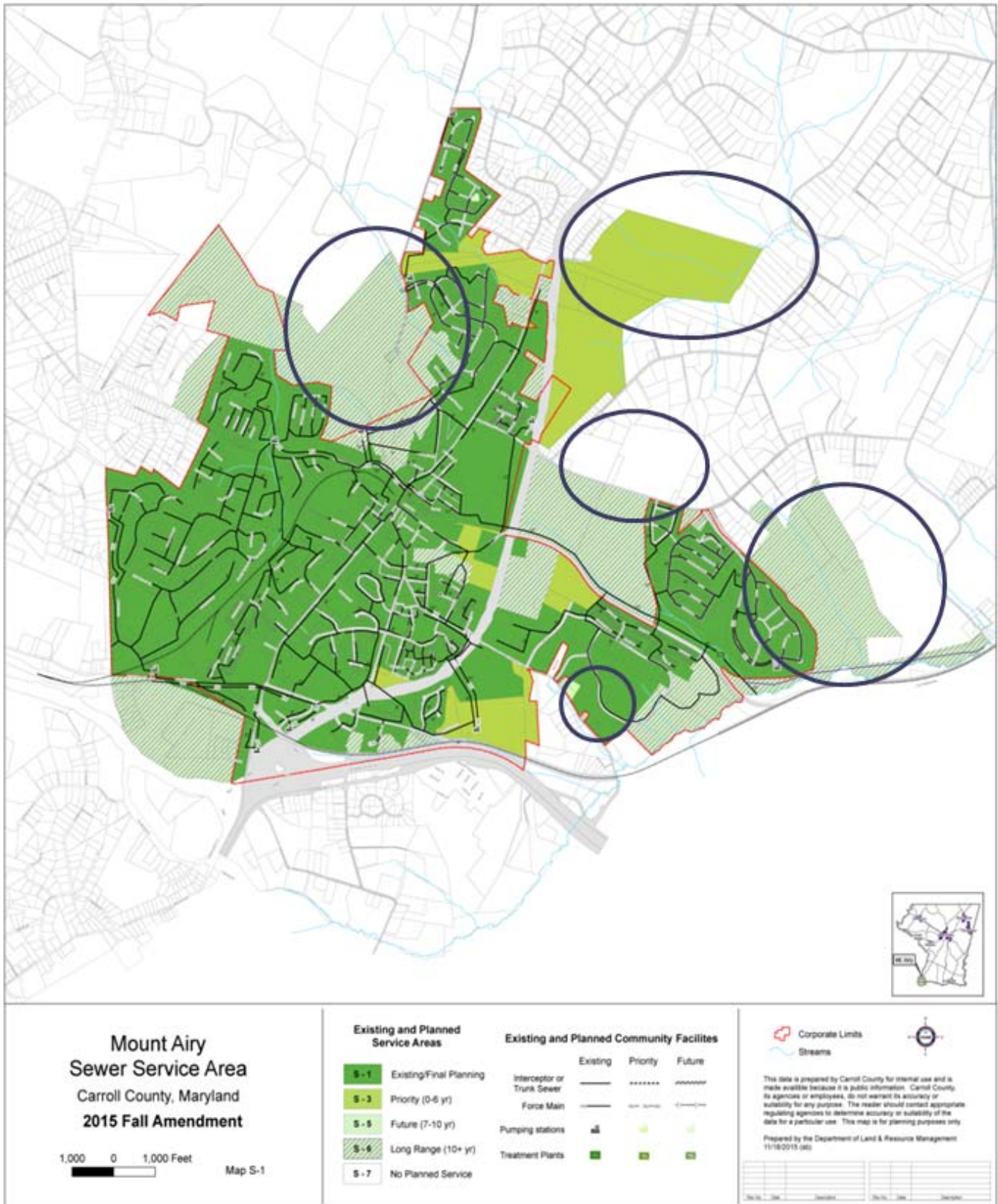
# Amendments & Growth Related Changes in Development Patterns...

## Map 4



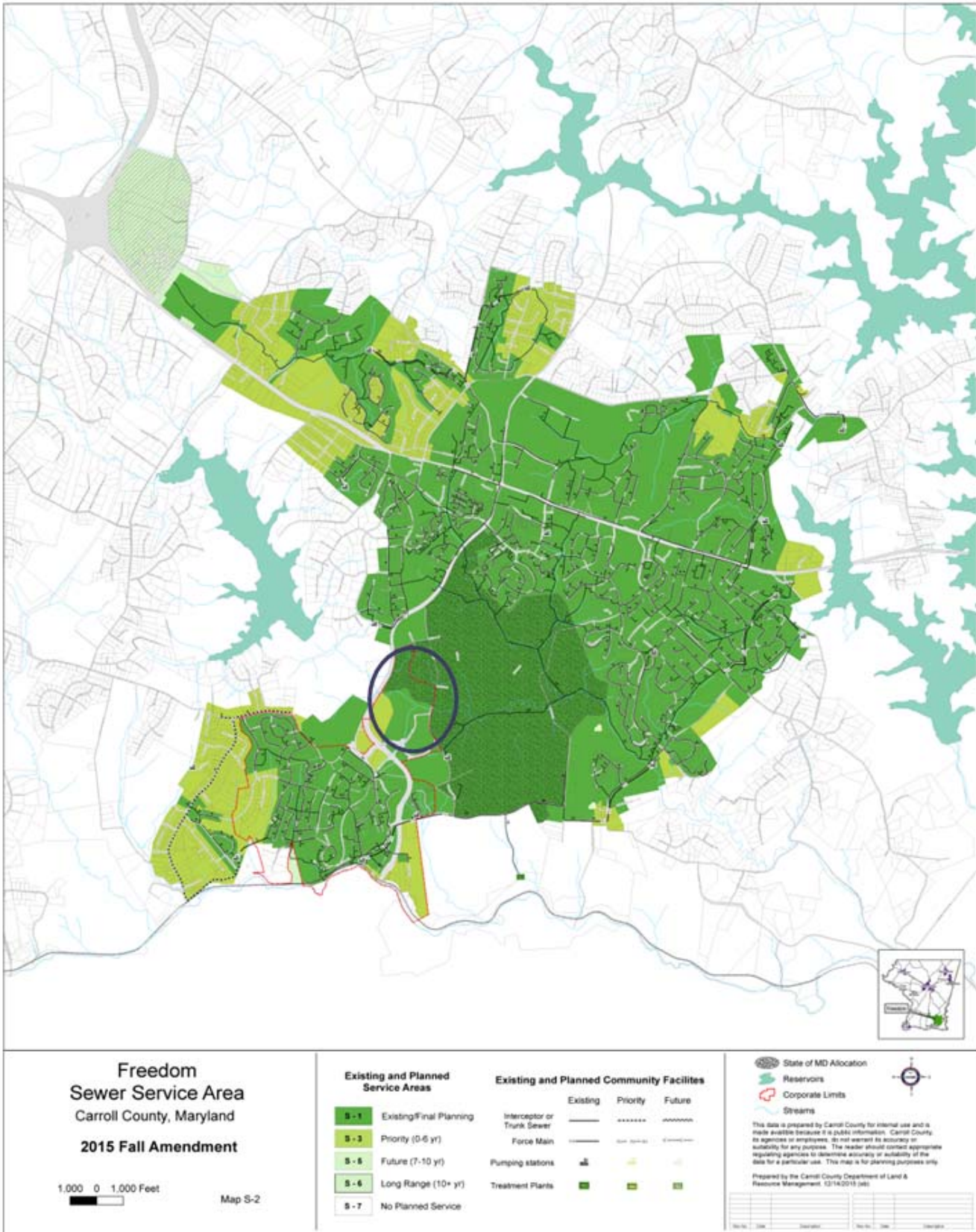
# Amendments & Growth Related Changes in Development Patterns...

## Map 5



# Amendments & Growth Related Changes in Development Patterns...

## Map 6



## **New Parks**

There were no new park facilities or major additions to existing park facilities in Carroll County during 2016.

# Consistency of Development Changes

Pursuant to § 1-208 of the Land Use Article of the Annotated Code of Maryland, the annual report shall state whether changes in development patterns during the preceding calendar year were or were not consistent with: each other; the recommendations of the last annual report; the adopted plans of the local jurisdiction; the adopted plans of all adjoining local jurisdictions; and the adopted plans of state and local jurisdictions having responsibility for financing or constructing public improvements necessary to implement the local jurisdiction's plan.

During 2016, all changes in development patterns, ordinances, and regulations were found to be consistent with the adopted plans of Carroll County, as well as those of the state and all adjoining local jurisdictions. These changes furthered the Twelve Visions established in § 1-201 of the Land Use Article of the Annotated Code of Maryland.

# Measures & Indicators

In 2009, the State of Maryland enacted the “*Smart, Green, and Growing - Annual Report - Smart Growth Goals, Measures, and Indicators and Implementation of Planning Visions*” legislation (SB 276/HB 295).

The legislation was based upon the contention that the State’s 12 planning visions will not be realized unless local jurisdictions begin to set goals for incremental progress toward achieving them. The legislation established a statewide land use goal **“to increase the current percentage of growth located within the priority funding areas and to decrease the percentage of growth located outside the priority funding areas.”** Local jurisdictions are now required to develop a percentage goal toward achieving the statewide goal. Progress toward achieving the local land use goal is to be described in an annual report that also tracks changes in development patterns and policies and reports on five smart growth measures and indicators.

Annual reports for development activity during the previous calendar year are to be adopted by the planning commission and filed with the local legislative body before July 1 of each year. Reports are required to include the measures and indicators beginning July 1, 2010.

In order to satisfy the requirements in the legislation, in addition to the existing requirements, the annual report examines and reports on the following measures and indicators:

- ◆ Amount and share of growth that is being located inside and outside the Priority Funding Area (PFA);
- ◆ Net density of growth that is being located inside and outside the PFA;
- ◆ Creation of new lots and the issuance of residential and commercial building permits inside and outside the PFA;
- ◆ Development capacity analysis, updated once every 3 years or when there is a significant zoning or land use change;
- ◆ Number of acres preserved using local agricultural land preservation funding;
- ◆ Information on achieving the statewide goals, including:
  - The local land use goal;
  - The time frame for achieving the local goal;
  - The resources necessary for infrastructure inside the PFA and land preservation outside the PFA; and
  - Any incremental progress made towards achieving the local goal.

The reported data are provided here for PFAs, Municipal Growth Areas (MGAs), and Designated Growth Areas (DGAs), which are applicable to Freedom and Finksburg. Historically, the County has not tracked population growth by PFA. Since January 1988, the County has been tracking Use and Occupancy Certificates (U&Os) as they relate to the County’s eight MGAs and two DGAs. Population and households have been estimated on a monthly basis by adding U&O data to the most recently available Census data. These estimates are generated for election districts, MGAs / DGAs and municipalities.

## Residential Units by PFA

### Residential: Dwelling Units by Priority Funding Area (PFA)

To measure the amount and share of residential development that occurred inside and outside of PFAs, the number of new dwelling units added (i.e., Use & Occupancy Certificates issued) in 2016 was identified and compared to the number of dwelling units that existed as of December 31, 2015. Table 8 shows the dwelling units added within each PFA in 2016, as well as the cumulative total at the end of 2016. Table 10 shows the cumulative number of dwelling units for all areas both inside and outside the PFAs. Map 10 on Page 28 illustrates the location of new residential growth (i.e., purple dots for residential U&O) relative to PFA boundaries.

Priority Funding Area	PFA Totals as of 12/31/15	2016 Units Only	PFA Totals as of 12/31/16	% of PFA Totals
Finksburg	132	6	138	0.4
Freedom	8,548	62	8,610	24.0
Sykesville	1,632	6	1,638	4.6
Hampstead	2,960	14	2,974	8.3
Manchester	2,076	12	2,088	5.8
Mount Airy (CC & FC)	3,463	2	3,465	9.7
New Windsor	640	7	647	1.8
Taneytown	2,662	17	2,697	7.5
Union Bridge	494	0	494	1.4
Westminster	10,973	35	11,008	30.7
Rural Villages	2,077	1	2,078	5.8
<b>Total</b>	<b>35,657</b>	<b>162</b>	<b>35,819</b>	<b>100.0</b>

Year	New Units % Inside PFA
2012	70.4
2013	69.5
2014	64.3
2015	60.2
2016	50.5

Source: Department of Planning, Department of Technology Services

Area	County Total as of 12/31/15	% of County Total in 2015	2016 Units Only	% of 2016 Units	County Total as of 12/31/16	% of County Total in 2016
Total Inside PFAs	35,657	55.3	162	50.5	35,819	55.3
Total Outside PFAs	28,795	44.7	159	49.5	28,954	44.7
<b>Total</b>	<b>64,452</b>	<b>100.0</b>	<b>321</b>	<b>100.0</b>	<b>64,773</b>	<b>100.0</b>

Source: Department of Planning, Department of Technology Services

## Measures & Indicators...

### Residential Units by MGA & DGA

#### Residential: Dwelling Units by Municipal Growth Area (MGA) & Designated Growth Area (DGA)

For decades, Carroll County and its municipalities have defined areas designated for annexation and future growth, beyond current municipal limits. The term MGA is now applicable to Hampstead, Manchester, Mount Airy, New Windsor, Sykesville, Taneytown, Union Bridge, and Westminster. DGA is applicable to Freedom and Finksburg. These geographic areas are a very important part of how jurisdictions in Carroll County plan for future growth, development, and facilities. Table 10 shows the dwelling units added (i.e., Use & Occupancy Certificates issued) within each MGA / DGA in 2016, as well as the cumulative total at the end of 2016. Table 11 shows the cumulative number of dwelling units for all areas both inside and outside the MGAs / DGAs. Map 10 on Page 28 illustrates the location of new residential growth relative to MGA / DGA boundaries.

5 Year Trend	
Year	New Units % Inside MGA / DGA
2012	75.3
2013	77.7
2014	73.1
2015	72.5
2016	61.4

Table 10 - Dwelling Units by Municipal Growth Areas / Designated Growth Areas 2016				
MGA / DGA	DGA Totals as of 12/31/15	2016 Units Only	DGA Totals as of 12/31/16	% of DGA Totals
Finksburg DGA	136	2	138	0.4
Freedom DGA	10,965	101	11,066	30.5
Sykesville MGA	1,632	6	1,638	4.5
Hampstead MGA	2,829	13	2,842	7.8
Manchester MGA	1,902	12	1,914	5.3
Mount Airy (CC & FC) MGA	3,466	2	3,468	9.6
New Windsor MGA	685	7	692	1.9
Taneytown MGA	2,749	17	2,766	7.6
Union Bridge MGA	510	0	510	1.4
Westminster MGA	11,229	37	11,266	31.0
<b>Total</b>	<b>36,103</b>	<b>197</b>	<b>36,300</b>	<b>100.0</b>

Source: Department of Planning, Department of Technology Services

Table 11 - Dwelling Units Inside vs. Outside MGAs / DGAs 2016						
Area	County Total as of 12/31/15	% of County Total in 2015	2016 Units Only	% of 2016 Units	County Total as of 12/31/16	% of County Total in 2016
Total Inside MGAs / DGAs	36,103	56.0	197	61.4	36,300	56.0
Total Outside MGAs / DGAs	28,349	44.0	124	38.6	28,473	44.0
<b>Total</b>	<b>64,452</b>	<b>100.0</b>	<b>321.0</b>	<b>100.0</b>	<b>64,773</b>	<b>100.0</b>

Source: Department of Planning, Department of Technology Services



## *Non-Residential Units by PFA & MGA / DGA*

### **Non-Residential: Office, Retail, Industrial, and Institutional Uses by PFA & MGA / DGA**

To measure the amount and share of **non-residential development** that occurred inside and outside of PFAs and MGAs / DGAs, non-residential Use & Occupancy (U&O) certificates issued in 2016 were used to identify where new non-residential development occurred in 2016. Table 12 shows the number of units added within each PFA and MGA / DGA. The number of non-residential units added countywide (inside and outside the PFAs and MGAs / DGAs) is shown on Table 13. Map 10 on Page 28 indicates the location of the new residential (orange dots) and non-residential uses (purple dots) added in 2016.

Table 12 - Non-Residential Units By Priority Funding Areas and Municipal Growth Areas / Designated Growth Areas 2016				
Priority Funding Area	PFA		MGA / DGA	
	2016 Units	% of PFA Totals	2016 Units	% of DGA Totals
Finksburg	1	3.3	1	3.6
Freedom	3	10.0	3	10.7
Sykesville	3	10.0	3	10.7
Hampstead	0	0.0	0	0.0
Manchester	3	10.0	3	10.7
Mount Airy (CC & FC)	4	13.4	4	14.3
New Windsor	1	3.3	1	3.6
Taneytown	6	20.0	6	21.4
Union Bridge	1	3.3	1	3.6
Westminster	6	20.0	6	21.4
Rural Villages	2	6.7	n/a	n/a
<b>Total</b>	<b>30</b>	<b>100.0</b>	<b>28</b>	<b>100.0</b>

Source: Department of Planning, Department of Technology Services

Table 13 - Non-Residential Units Inside vs. Outside PFAs & MGAs / DGAs 2016				
Area	PFA		MGA / DGA	
	2016 Units	% of 2016 Units	2016 Units	% of 2016 Units
Total Inside	30	71.4	28	66.7
Total Outside	12	28.6	14	33.3
<b>Total</b>	<b>42</b>	<b>100.0</b>	<b>42</b>	<b>100.0</b>

Source: Department of Planning

## Measures & Indicators...

### *Preliminary Plan Approvals*

#### **Residential Preliminary Plans Approved**

The number of residential preliminary plans approved in the unincorporated areas of Carroll County in 2016 are shown in Table 14. The municipal approvals are shown in Table 15. Map 7 shows the locations of the approved residential preliminary plans listed in the tables in relationship to the PFAs and MGAs / DGAs. Approval of a preliminary plan does not necessarily mean that the subsequent steps in the development process will immediately follow. Some plans do not proceed forward.

**Table 14 - Carroll County (Unincorporated) Preliminary Plans Approved  
2016**

Location # (Map 7)	Project Name	New Lots	Acreage of Subdivision	Zoning	PFA	MGA / DGA
1	Ruth's Hope	2	12.87	Conservation		
2	Brady Green Property	1	2.35	Agriculture		
3	Rose Acres, Resub, Lot 1	3	21.93	Conservation		
4	Long Reach Farm Resub, Lot 19	1	25.64	Conservation / B-NR		Freedom
5	Hummingbird Hill	8	39.54	Agriculture		
6	Hudson Forest Estates 4	13	24.8	Agriculture		
7	The Fields at Pheasant Run	7	6.92	R-40	Westminster	Westminster
<b>Total</b>		<b>35</b>	<b>134.05</b>			

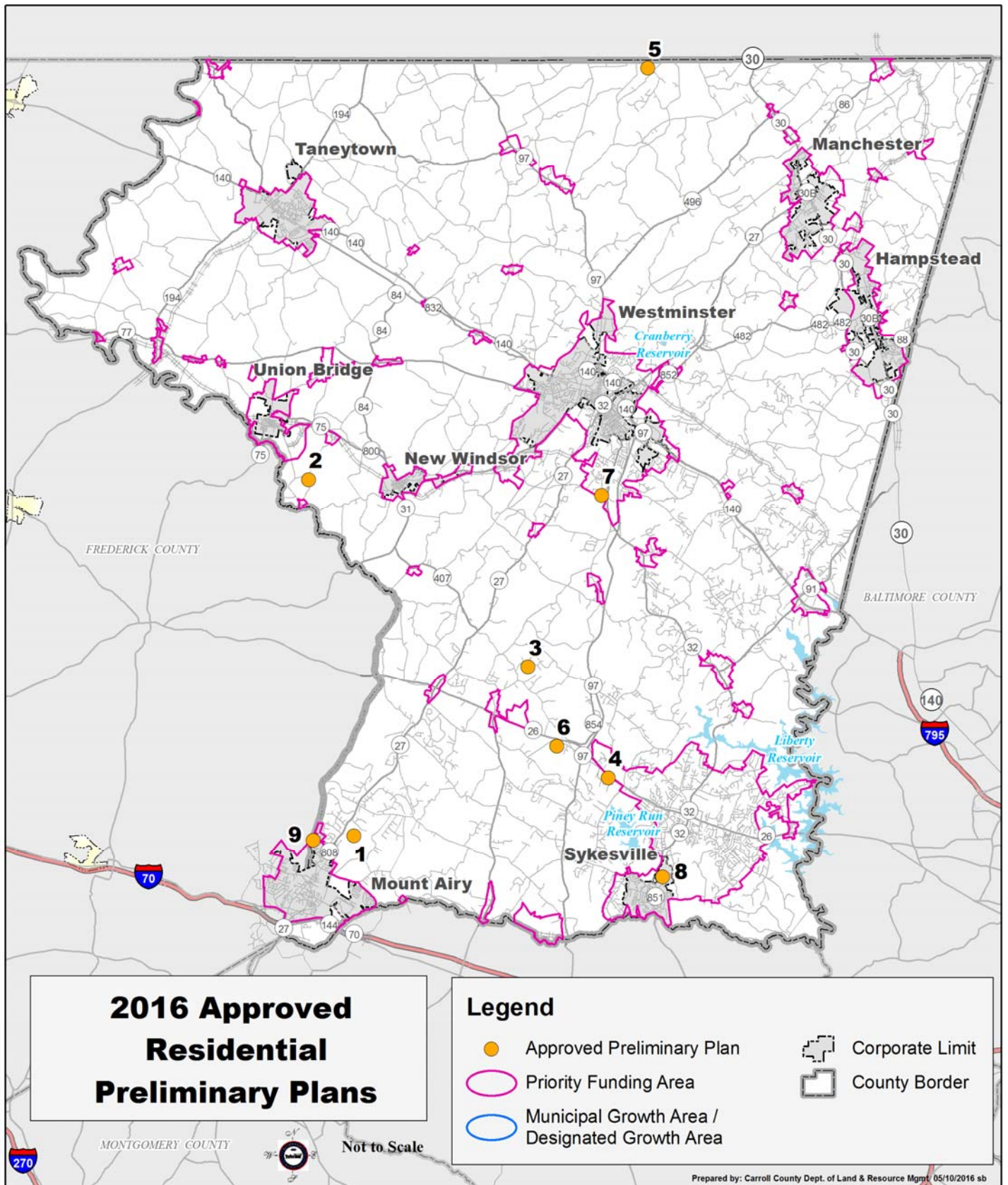
Source: Bureau of Development Review

**Table 15- Municipal (Incorporated) Preliminary Plans Approved  
2016**

Location # (Map 7)	Project Name	New Lots	Acreage of Subdivision	Zoning	PFA	MGA / DGA
8	Warfield Complex	145 units	15.5	Planned Employment Center	Freedom	Freedom
9	Sterling Glen Phase One , Amended	2	1.04	R2	Mount Airy	Mount Airy
<b>Total</b>		<b>147</b>	<b>16.54</b>			

Source: Bureau of Development Review, Municipalities

Map 7



## Measures & Indicators...

### *Recorded Lots*

#### **Recorded Lots**

The number of residential lots recorded in 2016 are shown by PFA and by MGA / DGA in Table 16. Commercial and industrial lots are shown in Table 17. The locations of the recorded lots in these tables in relationship to the PFAs and MGAs/ DGAs are shown on Map 8.

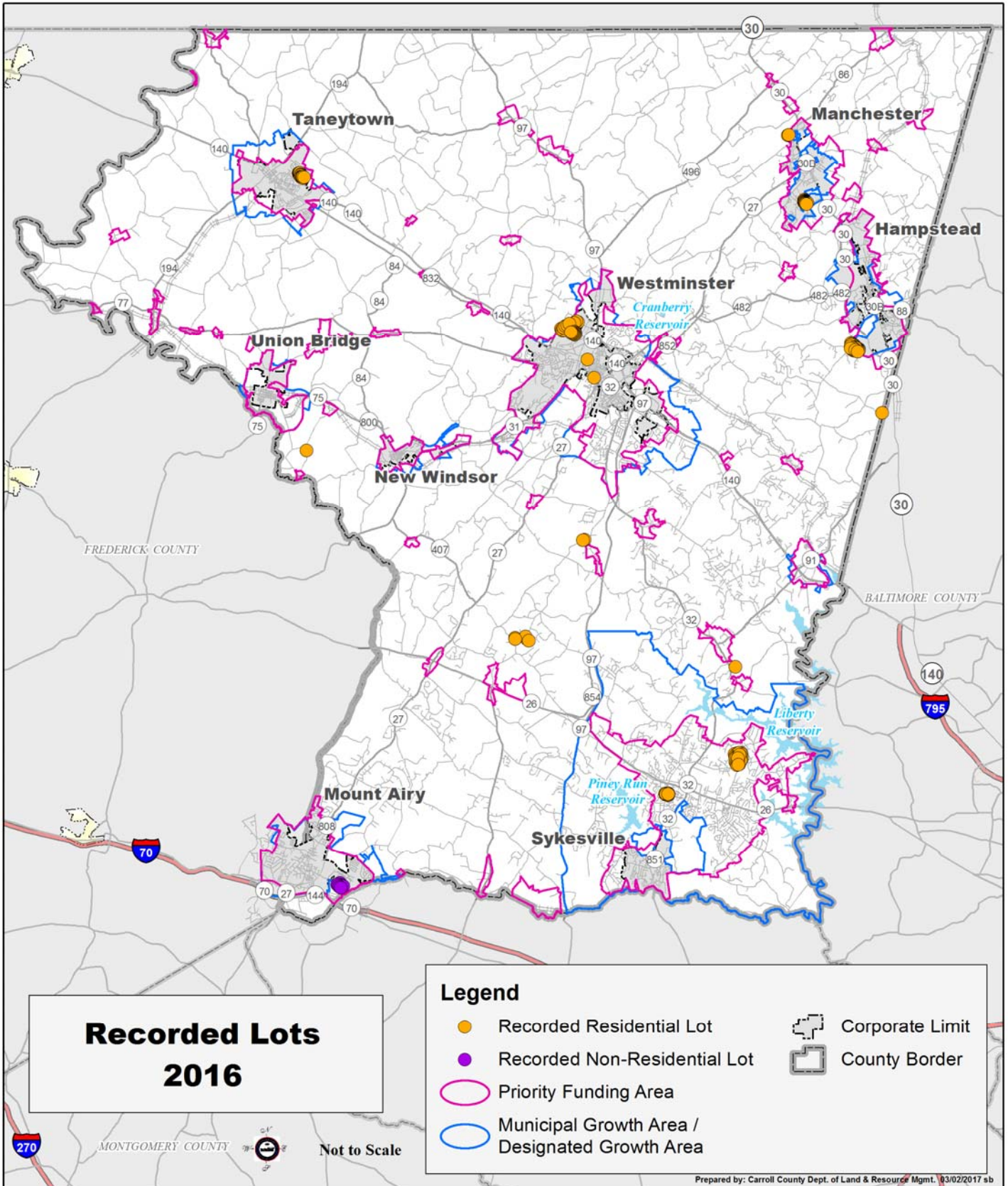
Table 16 - Number of Residential Recorded Lots by Priority Funding Areas & Municipal Growth Area / Designated Growth Areas 2016		
Area	Total New Lots Created	Total % In/% Out
Inside PFA	151	84.4 / 15.6
Outside PFA	28	
<b>Total</b>	<b>179</b>	
Inside MGA / DGA	151	84.4 / 15.6
Outside MGA / DGA	28	
<b>Total</b>	<b>179</b>	

Source: Bureau of Development Review

Table 17- Number of Commercial/Industrial Recorded Lots by Priority Funding Areas & Municipal Growth Areas / Designated Growth Areas 2016		
Area	Total New Lots Created	Total % In/% Out
Inside PFA	9	100.0 / 0.0
Outside PFA	0	
<b>Total</b>	<b>9</b>	
Inside MGA / DGA	9	100.0 / 0.0
Outside MGA / DGA	0	
<b>Total</b>	<b>9</b>	

Source: Bureau of Development Review

Map 8



## Measures & Indicators...

### *Building Permits Issued*

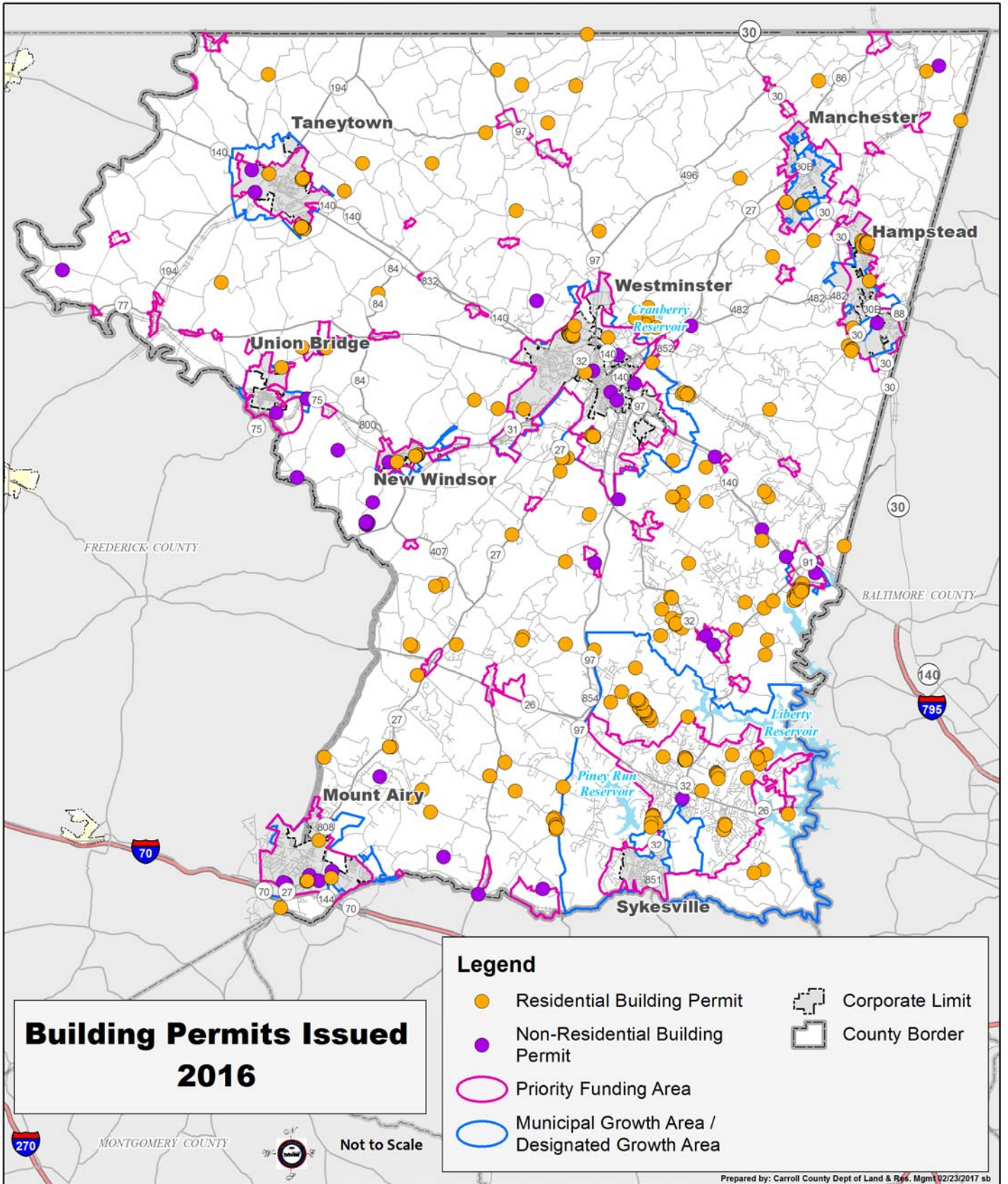
#### **Building Permits Issued**

The total number of building permits **issued** for new construction in 2016 was 329, as shown in Table 18. This includes permits issued within the municipalities. Map 9 shows the locations of the building permits in this table in relationship to the PFAs and MGAs / DGAs.

Table 18 - Building Permits Issued by Priority Funding Areas & Municipal Growth Areas / Designated Growth Areas 2016		
Area	Totals	Total % In/% Out
Residential Inside PFA	129	45.9 / 54.1
Residential Outside PFA	152	
Non-Residential Inside PFA	25	52.1 / 47.9
Non-Residential Outside PFA	23	
<b>Total</b>	<b>329</b>	
Residential Inside MGA / DGA	160	56.7 / 43.3
Residential Outside MGA / DGA	122	
Non-Residential Inside MGA / DGA	20	42.6 / 57.4
Non-Residential Outside MGA / DGA	27	
<b>Total</b>	<b>329</b>	

Source: Department of Technology Services

Map 9



## Measure & Indicators...

### *U&O Certificates by Election District & Municipality*

#### **New Use & Occupancy (U&O) Certificates Issued**

Table 19 shows new Use & Occupancy Certificates issued by category in Carroll County during 2016. Certificates were broken down by apartment (multi-family), residential (single-family), residential improvement, commercial and industrial, commercial and industrial improvement, and farm. The farm category generally refers to buildings constructed that are associated with the function of an agricultural operation (i.e. a greenhouse, silo, barn, or shed). The residential improvement category pertains to the modification of residential properties, such as the addition of a deck or the construction of a sunroom. The commercial and industrial improvement category refers to renovations or change of use within an existing site.

<b>Election District/ Municipality</b>	<b>Apartment</b>	<b>Residential</b>	<b>Residential Improvement</b>	<b>Commercial &amp; Industrial</b>	<b>Commercial &amp; Industrial Improvement</b>	<b>Farm</b>
ED 1	0	7	18	0	6	4
Taneytown	0	17	105	4	0	0
ED 2	0	4	50	0	4	2
ED 3	0	4	68	1	1	4
ED 4	0	41	257	1	10	3
ED 5	24	68	278	1	45	1
Sykesville	4	2	30	2	11	0
ED 6	0	8	101	1	10	7
Manchester	0	12	61	2	3	0
ED 7	1	39	253	2	23	1
Westminster	1	14	151	2	52	0
ED 8	1	4	91	1	1	3
Hampstead	1	12	46	0	8	0
ED 9	0	9	91	0	1	3
ED 10	0	3	13	0	0	2
ED 11	0	3	24	0	2	3
New Windsor	0	7	18	1	4	0
ED 12	0	2	10	1	1	1
Union Bridge	0	0	3	0	0	0
ED 13	0	5	55	0	2	0
Mount Airy*	0	2	47	1	28	0
ED 14	0	44	167	4	17	3
<b>Total</b>	<b>32</b>	<b>307</b>	<b>1,937</b>	<b>24</b>	<b>229</b>	<b>37</b>
Source: Department of Technology Services *includes Carroll County portion only						



*U&O Certificates by PFA & DGA*

**New Use & Occupancy Certificates (U&Os) Issued**

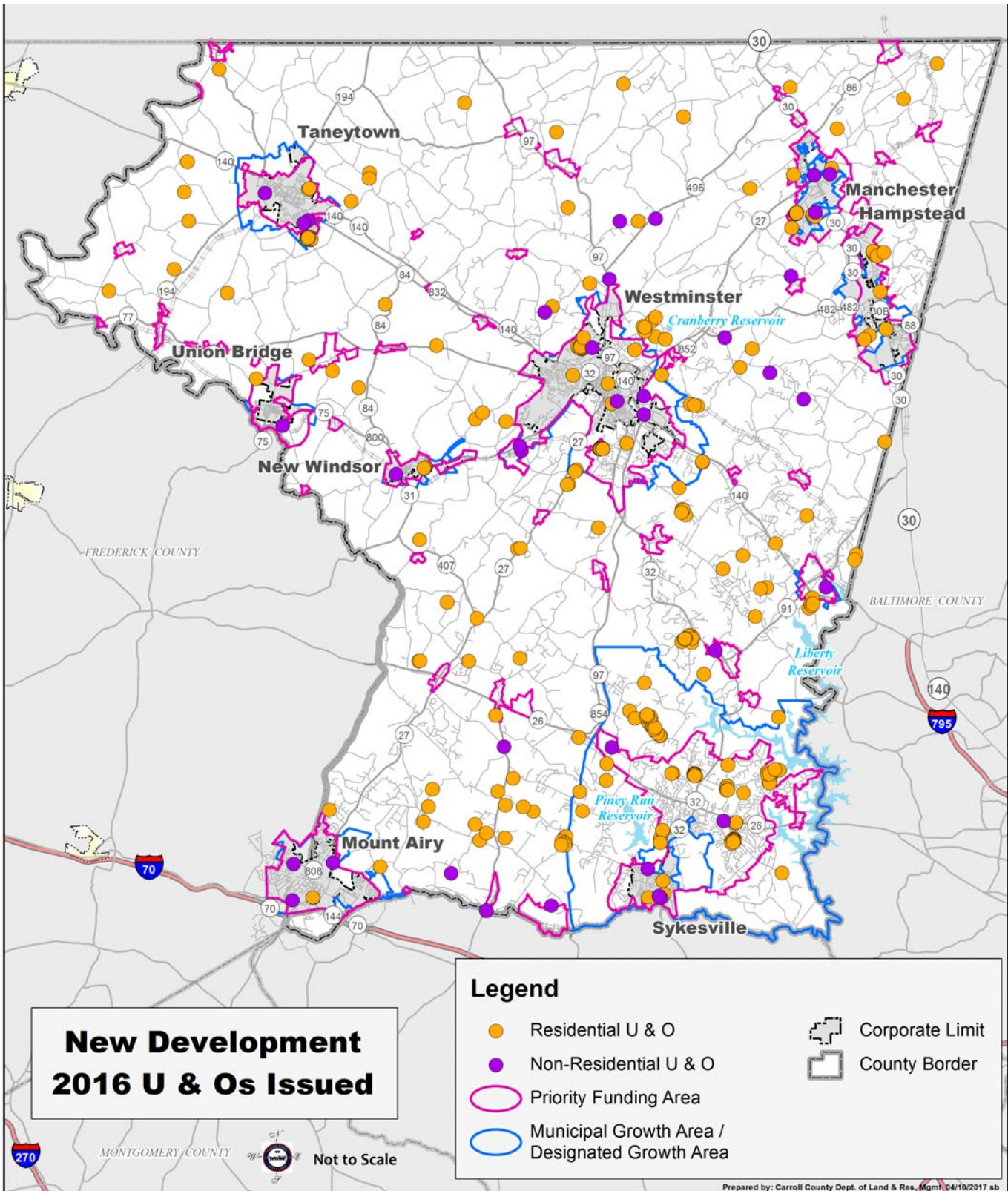
The total number of residential and non-residential U&Os issued within PFA’s and MGA/ DGA’s for new construction in 2016 was 363. This includes U&Os issued within the municipalities. Table 20 presents the total residential and non-residential U&Os issued, and provides the percentage of each that occurred inside and outside both the PFAs and the MGAs / DGAs. The locations of the U&Os issued in relationship to the PFAs and MGAs / DGAs can be seen on Map 10 on Page 28.

Table 20 - New Use & Occupancy Certificates Issued by Priority Funding Areas & Municipal Growth Areas / Designated Growth Areas 2016		
Area	Totals	Total % In/% Out
Residential Inside PFA	162	50.5 / 49.5
Residential Outside PFA	159	
Non-Residential Inside PFA	30	71.4 / 28.6
Non-Residential Outside PFA	12	
<b>Total</b>	<b>363</b>	
Residential Inside MGA / DGA	197	61.4 / 38.6
Residential Outside MGA / DGA	124	
Non-Residential Inside MGA / DGA	28	66.7 / 33.3
Non-Residential Outside MGA / DGA	14	
<b>Total</b>	<b>363</b>	

Source: Department of Technology Services

# Measures & Indicators...

## Map 10



## Net Density of New Development

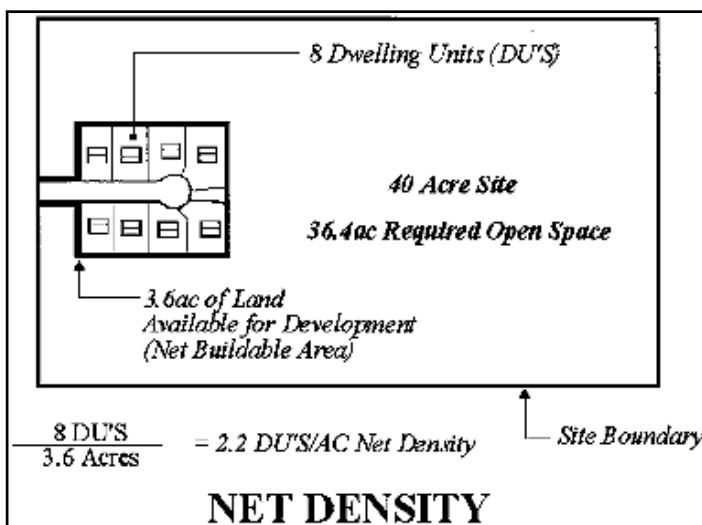
### Net Residential Density & Floor Area Ratio (FAR)

Net Density of residential development (dwelling units/acre) was calculated based on the average lot size for the new lots created on residential parcels. Non-residential net density was determined using the Floor Area Ratio (FAR) of non-residential parcels approved in 2016. Floor area ratio was derived from comparing the acreage of a site with the square footage of building space. Table 21 provides the number of dwelling units/acre and FAR inside and outside PFAs, as well as inside and outside MGAs / DGAs. Resubdivisions of parcels or lots and redevelopment of sites that are not substantive in nature are not included in the net density numbers, only new construction. Figures 1 and 2 illustrate how these calculations were made. Only new development on raw land was considered for these calculations. Additions, amended plans, upgrades, were not included.

Area	Residential (Lot Acreage/ DU/Acre)	Non-Residential (Floor Area Ratio)
Inside PFA	0.18/5.5	0.11
Outside PFA	1.79/0.56	0.07
Inside MGA / DGA	0.20/5	0.11
Outside MGA / DGA	1.58/0.63	0.07

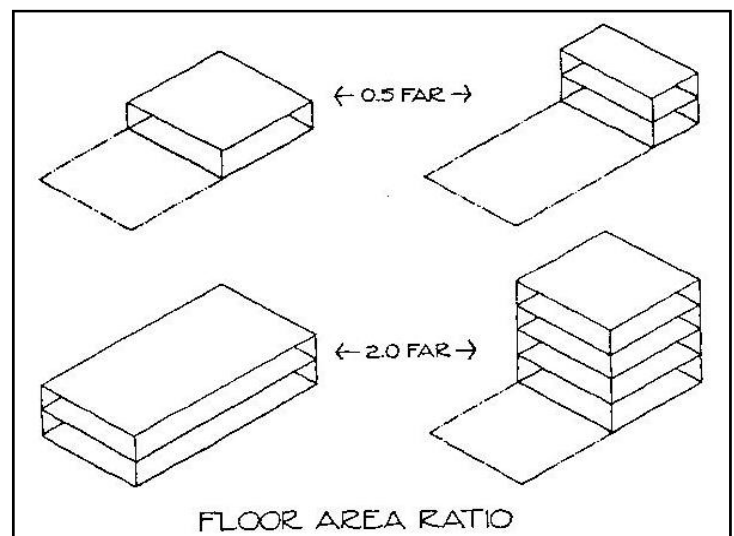
Source: Department of Planning

Figure 1



Source: New Castle County, DE

Figure 2



Source: San Francisco State University Campus Master Plan

## Development Capacity Analysis

### Buildable Land Inventory (Residential Development Capacity)

Carroll County estimated future residential development potential by conducting an inventory of buildable parcels. Every parcel, both in municipalities and unincorporated areas, that was zoned for residential, agricultural, or conservation uses was examined, and its development potential calculated. Development potential included houses that could be built on unimproved land, as well as on new lots that could be created from parcels through subdivision. Various factors influenced the lot yield, including easements, ownership, and certain environmental features. Future household estimates were based on the number of potential lots generated from the Buildable Land Inventory calculations. Originally created in 2005, this inventory is updated annually. (Methodology is defined in the *Carroll County Buildable Land Inventory Report*.) Map 11 indicates the location of potential residential lots.

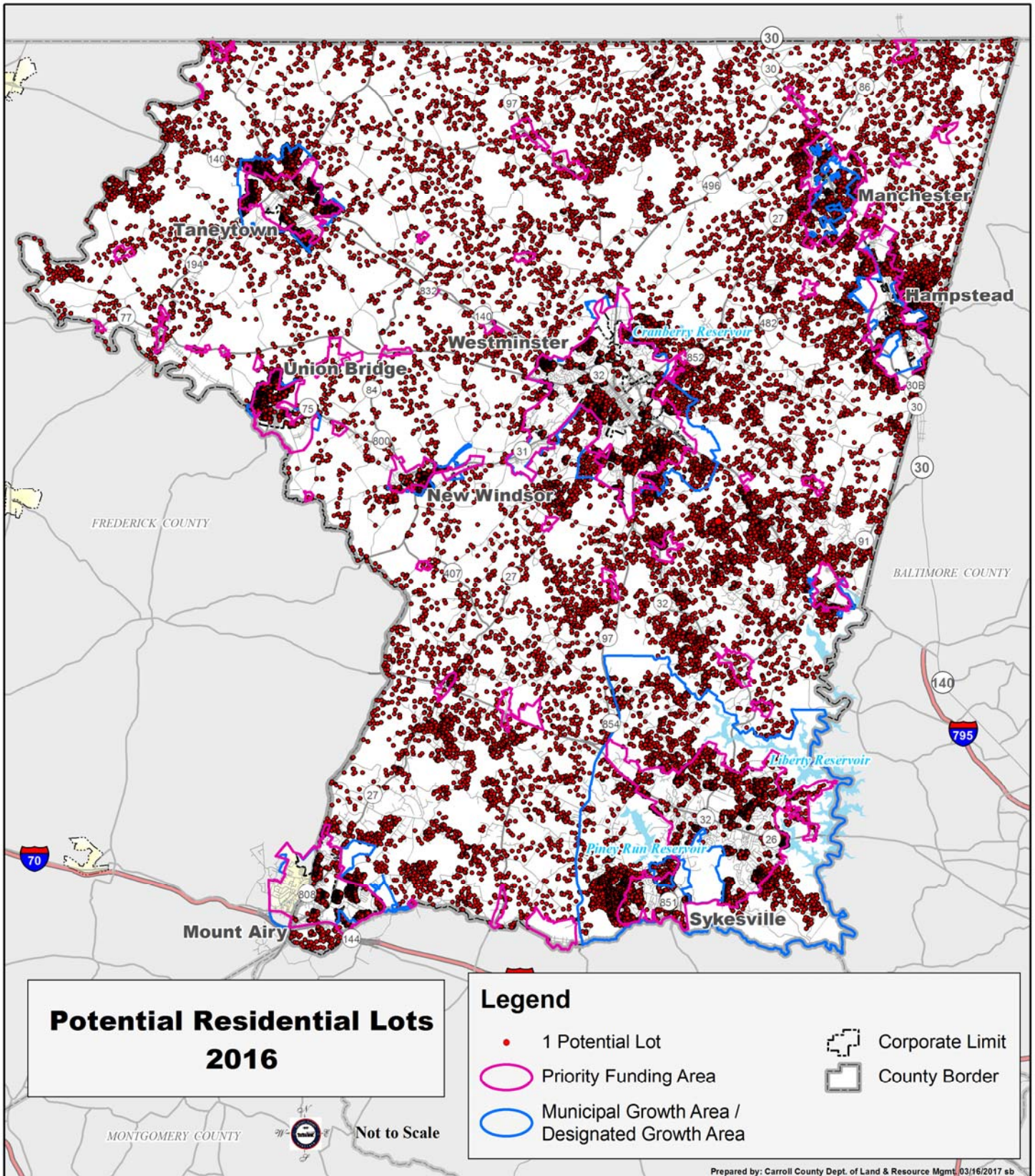
*Potential residential development* (lots) is based on current zoning *only* for the 2016 Annual Report. This is a change in previous methodology which used the *2000 Carroll County Master Plan* land use designation and the most recently adopted comprehensive plans for each jurisdiction to create a hybrid land use / zoning tabulation. Once new zoning categories are implemented, in accordance with the new future land use designations of the *2014 Carroll County Master Plan*, the hybrid approach will be used once again.

Area	PFA		MGA / DGA	
	Potential Lots as of 12/31/16	% of PFA Total	Potential Lots as of 12/31/16	% of MGA / DGA Total
Finksburg	116	1.09%	123	1.00%
Freedom	2,028	19%	3,663	29.72%
Sykesville	234	2.19%	234	1.90%
Hampstead	489	4.58%	420	3.41%
Manchester	939	8.80%	596	4.84%
Mount Airy (CC only)	708	6.63%	686	5.57%
New Windsor	310	2.90%	10	0.08%
Taneytown	1,646	15.42%	376	3.05%
Union Bridge	1,462	13.70%	1,730	14.04%
Westminster	2,571	24.09%	1,485	12.05%
Rural Villages	170	1.59%	3,000	24.34%
<b>Total</b>	<b>10,673</b>	<b>100.00%</b>	<b>12,323</b>	<b>100.00%</b>

Source: Department of Planning

As seen in Table 22, an additional 10,673 lots could potentially be developed within all of the PFAs together. An additional 1,650 lots could potentially be developed outside of PFAs but within the County's identified MGAs / DGAs.

Map 11



## Measures & Indicators...

When the numbers for existing residential units and potential lots are combined, the *distribution of units at “build-out”* can be estimated. The 33,655 existing residential units in the PFAs combined with the 10,673 potential residential units in the PFAs would yield 44,328 units in the PFAs at build-out. Outside of the PFAs, the 30,901 existing residential units would combine with the 15,725 potential residential units to create 46,626 residential units outside of the PFAs at build-out. This represents a total of 90,954 residential units, 48.74 percent of which would be inside the PFAs and 51.26 percent of which would be outside. These figures are presented in Tables 23 and 24 and shown on Map 11 on Page 31.

Similarly, the 36,187 existing residential units in the MGAs / DGAs combined with the 12,323 potential residential units in the MGAs / DGAs would yield 48,510 units at build-out. Outside of the MGAs / DGAs, the 28,369 existing residential units would combine with the 14,075 potential residential units to create 42,444 residential units outside of the DGAs at build-out. This also represents a total of 90,954 residential units, 53.33 percent of which would be inside the MGAs / DGAs and 46.67 percent of which would be outside.

It should be noted that the estimates for potential units assume one dwelling unit per lot, and do not account for the potential for multi-family, age-restricted, or other similar higher-density development allowed under zoning regulations. Nor do the estimates of potential units reflect the water and sewer capacity constraints that exist within the PFAs or MGAs / DGAs. The adoption of TIERs could also have an impact on the total numbers of potential dwelling units.

**Table 23 - Potential Residential Lots  
Inside vs. Outside PFAs & MGAs / DGAs  
2016**

Area	PFA		MGA / DGA	
	Potential Lots as of 12/31/15	% of County Total	Potential Lots as of 12/31/15	% of County Total
<b>Total Inside*</b>	10,673	40.43%	12,323	46.68%
<b>Total Outside</b>	15,725	59.57%	14,075	53.32%
<b>Total</b>	<b>26,398</b>	<b>100.00%</b>	<b>26,398</b>	<b>100.00%</b>

Source: Department of Land and Resource Management

\*Includes Rural Villages

**Table 24 - Existing and Potential Residential Units  
by Priority Funding Areas & Designated Growth Areas  
2016**

Area	Existing Units	Potential Units	Totals	Total % In/% Out
<b>Inside PFA*</b>	33,655	10,673	44,328	48.74%/51.26%
<b>Outside PFA</b>	30,901	15,725	46,626	
<b>Total</b>	<b>64,556</b>	<b>26,398</b>	<b>90,954</b>	
<b>Inside MGA / DGA</b>	36,187	12,323	48,510	53.33%/46.67%
<b>Outside MGA / DGA</b>	28,369	14,075	42,444	
<b>Total</b>	<b>64,556</b>	<b>26,398</b>	<b>90,954</b>	

Source: Department of Land and Resource Management

\*Includes Rural Villages

Potential non-residential development is based on current zoning only for the 2016 Annual Report. This is a change in previous methodology which used the 2000 Carroll County Master Plan land use designation and the most recently adopted comprehensive plans for each jurisdiction to create a hybrid land use / zoning tabulation. Once new zoning categories are implemented, in accordance with the new future land use designations of the 2014 Carroll County Master Plan, the hybrid approach will once again be used. The data in Table 25 show the potential non-residential acreage within each PFA and MGA / DGA. Table 26 shows the percentage distribution for potential non-residential acreage inside and outside PFAs and MGAs / DGAs. The estimate of potential non-residential acreage does not reflect the water and sewer capacity constraints that exist within the PFAs or MGA / DGAs. Map 12 on Page 34 indicates the location of potential non-residential development.

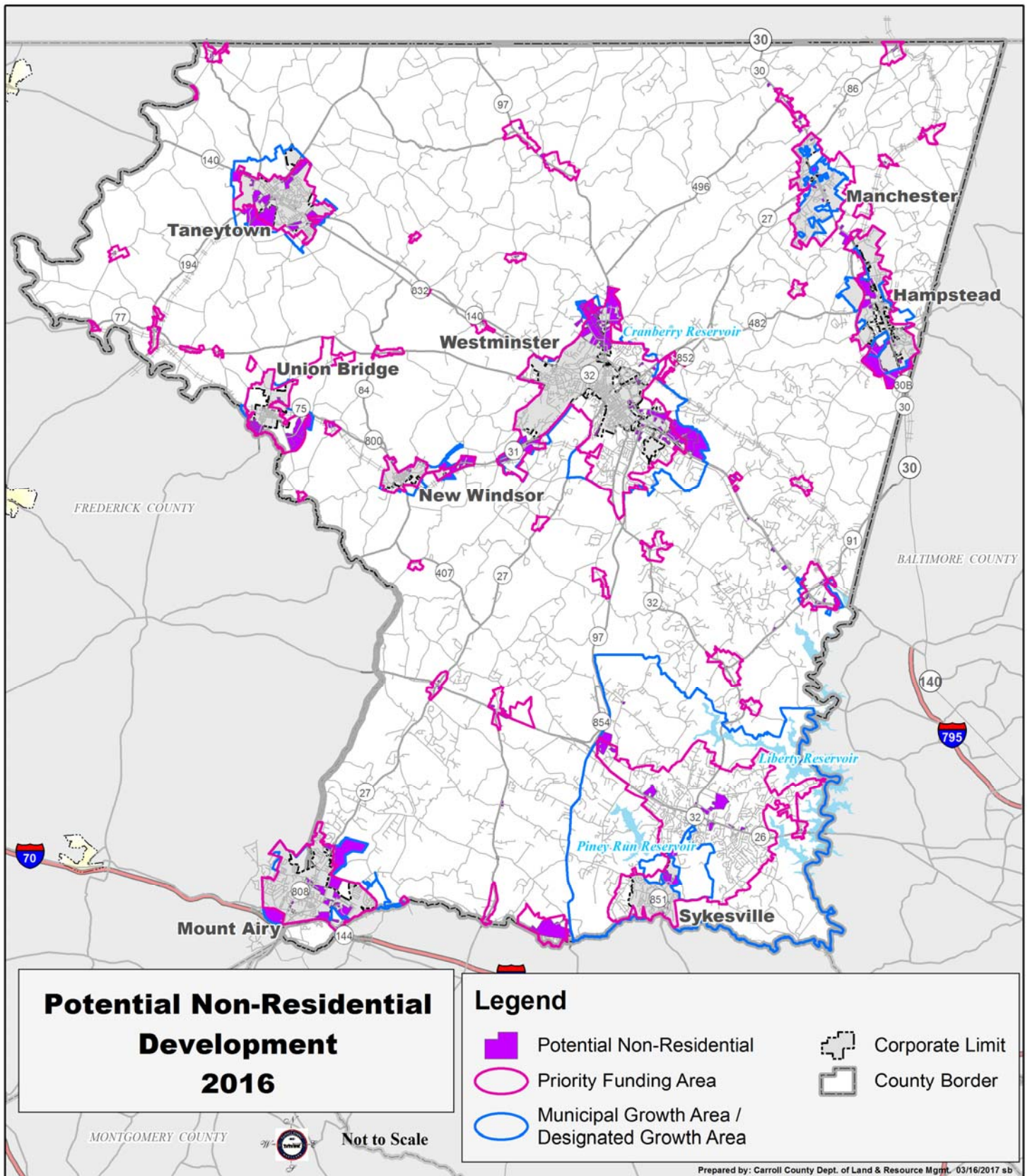
Table 25 - Potential Non-Residential Acreage by Priority Funding Areas & Municipal Growth Areas / Designated Growth Areas 2016		
Area	PFA	DGA
Finksburg	66	77
Freedom	323	327
Sykesville	106	106
Hampstead	580	319
Manchester	13	22
Mount Airy	64	221
New Windsor	93	145
Taneytown	263	678
Union Bridge	259	301
Westminster	972	1,384
Rural Villages	188	n/a
Total Inside	2,957	3,580
Total Outside	1,319	705
<b>Total</b>	<b>4,276</b>	<b>4,258</b>

Source: Department of Planning

Table 26 - Existing and Potential Non-Residential Acreage by Priority Funding Areas & Municipal Growth Area / Designated Growth Areas 2016				
Area	Existing Acreage	Planned Acreage	Totals	Total % In/% Out
Inside PFA	5,982	2,957	8,939	67/33
Outside PFA	3,117	1,319	4,436	
<b>Total</b>	<b>9,099</b>	<b>4,276</b>	<b>13,375</b>	
Inside MGA / DGA	6,033	3,580	9,613	72/28
Outside MGA / DGA	3,057	705	3,762	
<b>Total</b>	<b>9,090</b>	<b>4,285</b>	<b>13,375</b>	

Source: Department of Planning

Map 12





# Locally Funded Agricultural Land Preservation

## Agricultural Land Preservation

### Agricultural Land Preservation Program

Total agricultural land preserved in Carroll County in 2016 was 2,136 acres (Table 28). Total funding for easement acquisition in Fiscal Year 2016, as seen in Table 29, was \$4,295,644, of which 90.5 percent was County funds. Other sources of funding for County easements may come from Maryland Agricultural Land Preservation Foundation (MALPF) and the Rural Legacy Program, which are state easement programs.

Carroll County has been actively working to preserve agricultural land since the Maryland Agricultural Land Preservation Foundation (MALPF) program first began purchasing easements in 1979. As of December 2016, a total of 70,167 acres were permanently preserved in Carroll County by a recorded deed of easement. While the vast majority of preserved land put under easement in the County is through MALPF, other state and County land preservation programs also contribute. A County easement program, the state's Rural Legacy Program, Maryland Environmental Trust (MET), and Carroll County Land Trust (CCLT) are actively involved in preserving additional farmland. Whereas the County program and the Rural Legacy Program both acquire easements through purchase, MET and CCLT accept donated easements that in turn may provide potential property and income tax credits and/or deductions for the donors. Map 13 on Page 36 shows the location of newly acquired easements in 2016 (which are identified by number), as well as the existing easements.

Table 27 - Easement Acquisition  
2016

Year	MALPF		Rural Legacy		Carroll County Easement		Land Trust Easement		Total (All Programs)	
	Farms	Acres	Farms	Acres	Farms	Acres	Farms	Acres	Farms	Acres
2016	2	159	2	101	14	1,865	1	11	19	2,136

Source: Carroll County Agricultural Land Preservation Program

Table 28 - Local Funding for Agricultural Land Preservation  
Carroll County Agricultural Land Preservation Program  
Fiscal Year 2016

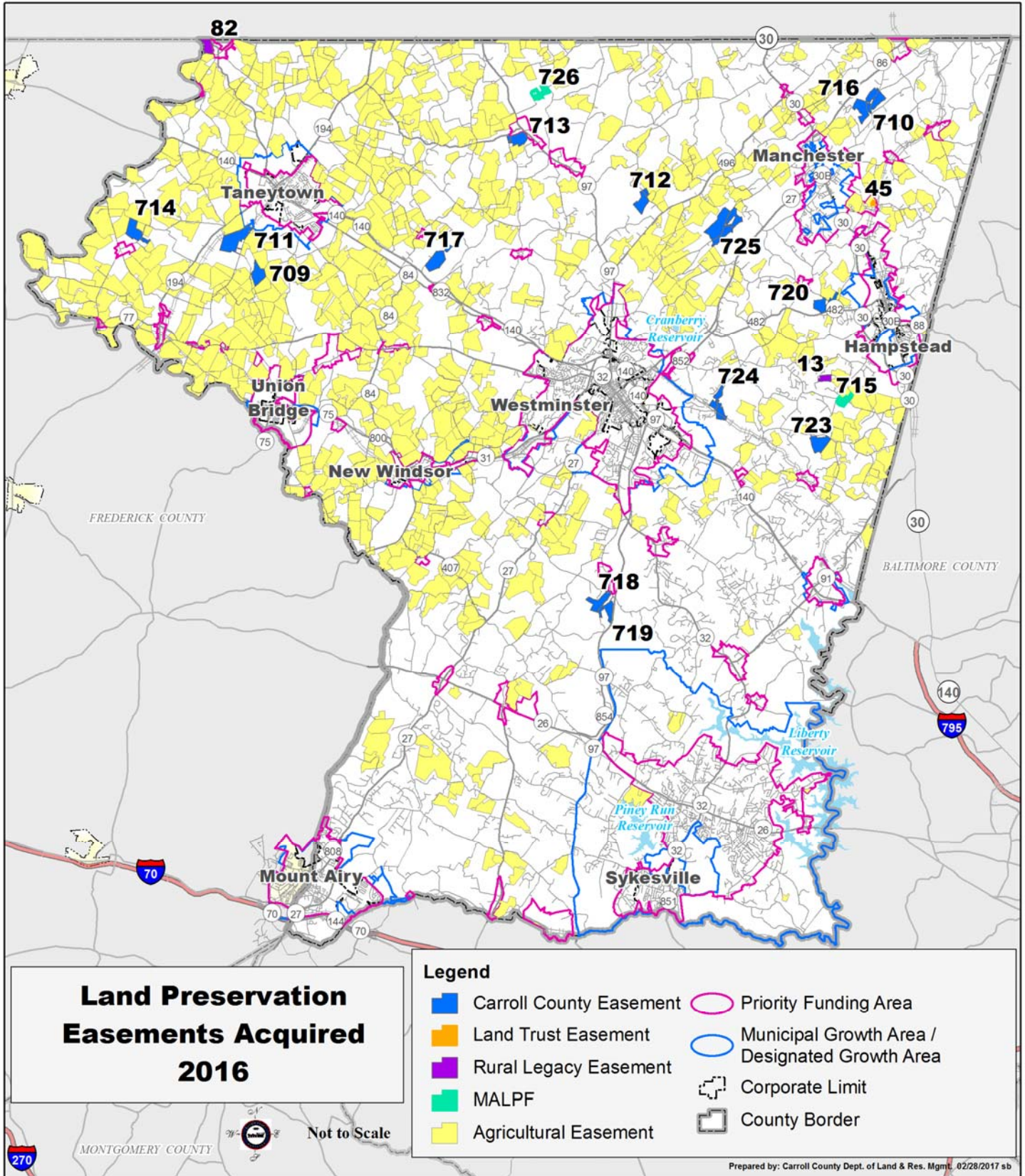
County Funding	State Funding	Total FY 2015 Funding
\$3,888,320	\$407,324*	\$4,295,644

Source: Carroll County Agricultural Land Preservation Program

\*Approximate State Funding

# Locally Funded Agricultural Land Preservation...

## Map 13



*Non-Agricultural Land Preservation*

**Non-Agricultural Conservation Easements**

Table 29 shows the types and total number of conservation easements and associated acreage that were not related to agricultural land preservation.

Table 29- Non-Agricultural Conservation Easements 2015		
Type of Easement	# of Easements	Acres
Floodplain	3	10.78
Forest Conservation	12	28.28
Water Resource	6	18.59
Total	21	57.65

Source: Bureau of Resource Management

***Floodplain Easements***

During the plan approval stage for a development, the developer commits to providing a Floodplain Easement, where applicable, in order to meet the requirements of the Carroll County Floodplain Management Ordinance passed in April 2004.

***Forest Conservation Easements***

During the plan approval stage for a development, the developer commits to providing a Forest Conservation Easement, where applicable, in order to meet the requirements of the Carroll County Forest Conservation Ordinance passed in December 1992.

***Water Resource Easements***

When land is developed, one of Carroll County's requirements for approval is a permanent Water Resource Protection Easement along any stream(s). This requirement is found in the Carroll County Water Resource Management Chapter 154 of the County Code adopted in 2004.

# Local Land Use Goal

## *State Land Use Goal*

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### **Statewide Land Use Goal: Land Use Article (2009)**

The “*Smart, Green, and Growing - Annual Report - Smart Growth Goals, Measures, and Indicators and Implementation of Planning Visions*” legislation (SB 276/HB 295) established a statewide land use goal **“to increase the current percentage of growth located within the priority funding areas and to decrease the percentage of growth located outside the priority funding areas.”**

### **HB 1257 (2012)**

This legislation required additional information be included in a local jurisdiction’s Annual Reporting, most notably:

- Requiring the annual report to state whether changes in development patterns are consistent with specified *approved* plans;
- ensures consistency between a jurisdiction’s comprehensive plan and implementation mechanisms;
- require a jurisdiction’s comprehensive plan to include all required plan elements as of each ten-year comprehensive plan review.

## *Local Land Use Goal*

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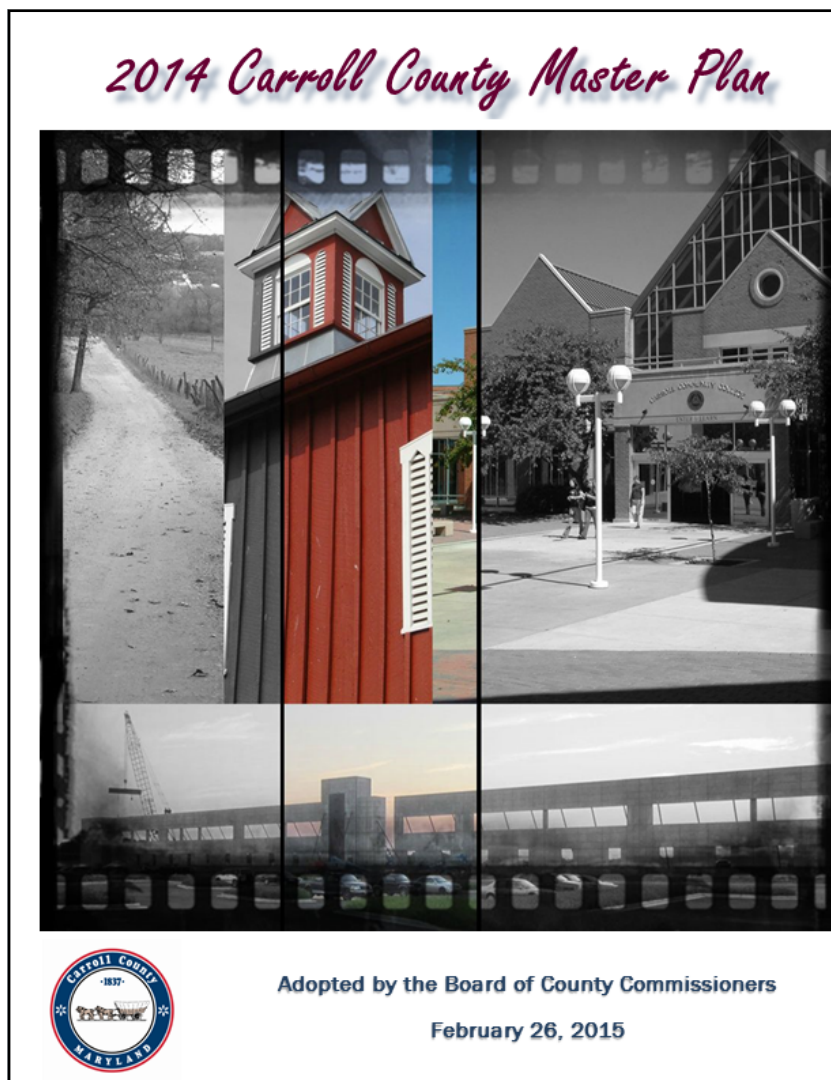
### **Local Land Use Goal: Requirement & Purpose**

Local jurisdictions are now required to develop a goal toward achieving the statewide goal. Progress toward achieving the local land use goal is to be described in an annual report that also tracks changes in development patterns and policies and reports on five smart growth measures and indicators.

Local land use goals are to be established and reported to the Maryland Department of Planning in the County’s annual report. The state intends for the goals to be used to set policy as it is related to the location, timing, and funding for growth, infrastructure, land preservation, and resource protection. Therefore, it should be incorporated in a jurisdiction’s comprehensive plan. The annual reports are intended to measure progress towards achieving the goal on a yearly basis. Each time the County Master Plan is reviewed, the progress indicated in the annual reports can be used to make adjustments to the goal and/or the mechanisms put in place to achieve it.

## 2014 Carroll County Master Plan

The most recently Adopted Master Plan’s primary land use vision is accomplished via the following strategy: “... **facilitate development in appropriate areas, including the designated growth areas, thereby protecting and conserving agricultural and environmental resource areas, preserving open space, and providing public facilities and services efficiently and cost-effectively.**” As the result of land uses and zoning policies working in concert with this strategy, the County has typically seen 70 percent of new residential development inside the County’s DGAs nearly every single year since 2000. The Planning Department anticipates that with the Adoption and eventual implementation of this Plan these trends will continue and strengthen the County’s commitment to facilitating a “...**development pattern that remains consistent with the fabric of our communities, is in harmony with the surrounding built and natural environments, encourages community interaction and, in rural areas, preserves the County’s rural character.**”



# Appendices Appendices

Council Members:  
Marlene Duff  
Joseph Renchan  
James Roark  
Wayne H. Thomas  
David Unglesbee

Christopher M. Nevin  
Mayor



Town of Hampstead

Tammi Ledley  
Town Manager

1034 S. Carroll Street  
Hampstead, MD 21074  
410-239-7408 Tel  
410-239-6143 Fax  
Hampstead@carr.org  
www.hampsteadmd.gov

May 25, 2017

Mr. David Dahlstrom  
Maryland Department of Planning  
301 West Preston Street, Suite 1101  
Baltimore, Maryland 21201

RE: Carroll County 2016 Annual Report

Dear Mr. Dahlstrom:

Pursuant to the requirements of the Land Use Article § 1-207 of the Annotated Code of Maryland, the Town of Hampstead Planning and Zoning Commission has approved the Carroll County 2016 Annual Report on May 24, 2017, as presented by the Carroll County Planning and Zoning Commission. Data related to development measures and indicators, as required in the Land Use Article § 1-208, are also included in the document.

We participated in the development of this report and provided the incorporated Town data that accurately reflect planning and development activities within our jurisdiction. This jointly developed report incorporates the required summary of activities and highlights for the Carroll County Planning and Zoning Commission, as well as for the Planning Commissions of the County's eight participating municipalities into one unified document.

If you have any questions concerning the report or its contents, please contact the Carroll County Department of Planning at (410) 386-2145.

Sincerely,

A handwritten signature in black ink that reads "Tammi Ledley". The signature is fluid and cursive, with the first name being the most prominent.

Tammi Ledley  
Town Manager / Zoning Administrator

cc: Lynda D. Eisenberg, Chief, Bureau of Comprehensive Planning



TOWN OF MANCHESTER

(410) 239-3200

FAX (410) 239-6430

RYAN M. WARNER, MAYOR

May 15, 2017

Mr. David Dahlstrom  
Maryland Department of Planning  
301 West Preston Street, Suite 1101  
Baltimore, Maryland 21201

RE: Carroll County 2016 Annual Report

Dear Mr. Dahlstrom:

Pursuant to the requirements of the Land Use Article § 1-207 of the Annotated Code of Maryland, the Town of Manchester Planning Commission has approved the Carroll County 2014 Annual Report on May 15, 2017 as presented by the Carroll County Planning and Zoning Commission. Data related to development measures and indicators, as required in the Land Use Article § 1-208, are also included in the document.

We participated in the development of this report and provided the incorporated data that accurately reflects planning and development activities within our jurisdiction. This jointly developed report incorporates the required summary of activities and highlights for the Carroll County Planning and Zoning Commission, as well as for the Planning Commissions of the County's eight participating municipalities into one unified document.

If you have any questions concerning the report or its contents, please contact Scott E. Graf, Comprehensive Planner, Carroll County Department of Land Use, Planning and Development at (410) 386-2145.

Sincerely,

Alexander Perricone, Chairperson  
Planning & Zoning Commission

cc: Lynda D. Eisenberg, Chief, Bureau of Comprehensive Planning

3337 VICTORY STREET P.O. BOX 830 MANCHESTER, MARYLAND 21102

**PATRICK T. ROCKINBERG**  
Mayor

**PETER R. HELT**  
Council President



**Council Members**

**JASON M. POIRIER**  
Secretary

**LARRY G. HUSHOUR**  
**ROBERT H. KING, JR**  
**SCOTT D. STRONG**

May 22, 2017

Mr. David Dahlstrom  
**Maryland Department of Planning**  
301 West Preston Street, Suite 1101  
Baltimore, Maryland 21201

**RE: Carroll County 2016 Annual Report**

Dear Mr. Dahlstrom:

Pursuant to the requirements of the Land Use Article § 1-207 of the Annotated Code of Maryland, the Town of Mount Airy Planning Commission has approved the Carroll County 2016 Annual Report on May 22, 2017 as presented by the Carroll County Planning and Zoning Commission. Data related to development measures and indicators, as required in the Land Use Article § 1-208, are also included in the document.

We participated in the development of this report and provided the incorporated data that accurately reflects planning and development activities within our jurisdiction. This jointly developed report incorporates the required summary of activities and highlights for the Carroll County Planning and Zoning Commission, as well as for the Planning Commissions of the County's eight participating municipalities into one unified document.

If you have any questions concerning the report or its contents, please contact the Carroll County Department of Planning at (410) 386-2145.

Sincerely,

Lindey Brown  
Chairwoman - Planning Commission  
Mount Airy, Maryland

cc: File

P.O. Box 50, Mount Airy, MD 21771  
301-829-1424 \* 301-831-5768 \* 410-795-6012 \* FAX 301-829-1259  
E-Mail: [Town@Mountairymd.org](mailto:Town@Mountairymd.org) Web Page - [www.mountairymd.org](http://www.mountairymd.org)



**TOWN OF NEW WINDSOR**  
211 High Street, P.O. Box 609  
New Windsor, MD 21776  
[info@NewWindsorMD.org](mailto:info@NewWindsorMD.org)



**NEAL C. ROOP, MAYOR**  
[NRoop@NewWindsorMD.org](mailto:NRoop@NewWindsorMD.org)  
Phone: 410-635-6575  
Fax: 410-635-2995

May 22, 2017

Mr. Dave Dahlstrom  
Maryland Department of Planning  
301 West Preston St Suite 1101  
Baltimore, MD 21201

**RE: Carroll County 2016 Annual Report**

Dear Mr. Dahlstrom:

Pursuant to the requirements of the Land Use Article § 1-207 of the Annotated Code of Maryland, the Town of New Windsor Planning Commission approved the Carroll County *2016 Annual Report* on May 22, 2017 as presented by the Carroll County Planning & Zoning Commission. Data related to development measures and indicators, as required in the Land Use Article § 1-208, are also included in the document.

We participated in the development of this report and provided the incorporated data that accurately reflect planning and development activities within our jurisdiction. This jointly developed report incorporates the required summary of activities and highlights for the Carroll County Planning & Zoning Commission, as well as for Planning Commissions of the County's eight participating municipalities into one unified document.

If you have any questions concerning the report or its contents, please contact the Carroll County Department of Planning at (410) 386-5145.

Sincerely,

A handwritten signature in blue ink, which appears to read "Mark J. Schultz". The signature is written in a cursive style.

Mark J. Schultz  
Planning Commission Chairman

cc: Lynda D. Eisenberg, Chief, Bureau of Comprehensive Planning

file



## *Town of Sykesville*

7547 Main Street, Sykesville, MD 21784  
p: 410.795.8959 f: 410.795.3818  
[townofsykesville.org](http://townofsykesville.org)

## *Town House*

*Ian Shaw, Mayor*  
*Dawn M. Ashbacher, Town Manager*  
*Evelyn Sweet, Town Treasurer*  
*Kerry Chaney, Town Clerk*

May 15, 2017

Mr. Dave Dahlstrom  
Maryland Department of Planning  
301 West Preston St Suite 1101  
Baltimore, MD 21201

### **RE: Carroll County 2016 Annual Report**

Dear Mr. Dahlstrom:

Pursuant to the requirements of the Land Use Article § 1-207 of the Annotated Code of Maryland, the Town of Sykesville Planning Commission has approved the Carroll County *2016 Annual Report* on May 1, 2017 as presented by the Carroll County Planning & Zoning Commission. Data related to development measures and indicators, as required in the Land Use Article § 1-208, are also included in the document.

We participated in the development of this report and provided the incorporated data that accurately reflects planning and development activities within our jurisdiction. This jointly developed report incorporates the required summary of activities and highlights for the Carroll County Planning & Zoning Commission, as well as for Planning Commissions of the County's eight participating municipalities into one unified document.

The Town of Sykesville would also like to recognize that the preliminary site plan for the Warfield Complex was approved by the Town's Planning Commission in 2016. This site consists of a 90.57-acre mixed-use development that includes residential, retail, and office.

The plan includes:

Total Retail:	35,000 S.F.
Total Commercial Office:	286,000 S.F.
Total Residential:	145 Townhouse Units
Total Hotel:	125 Room

If you have any questions concerning the report or its contents, please contact the Carroll County Department of Planning at (410) 386-5145.

Sincerely,



Steve Enslow  
Planning Commission Chair

# MAYOR AND CITY COUNCIL

JAMES L. McCARRON  
MAYOR

DIANE A. FOSTER  
MAYOR PRO TEM

HENRY C. HEINE, JR.  
CITY MANAGER

BOBBI-JO CUTLER FOUT  
TREASURER

CLARA KALMAN  
CLERK



## COUNCIL MEMBERS

JOSEPH A. VIGLIOTTI

BRADLEY J. WANTZ

DONALD C. FRAZIER

JUDITH K. FULLER

May 23, 2017

Mr. Dave Dahlstrom  
Maryland Department of Planning  
301 West Preston St Suite 1101  
Baltimore, MD 21201

### RE: Carroll County 2016 Annual Report

Dear Mr. Dahlstrom:

Pursuant to the requirements of the Land Use Article § 1-207 of the Annotated Code of Maryland, the City of Taneytown Planning Commission approved the Carroll County 2016 Annual Report on May 22, 2017 as presented by the Carroll County Planning & Zoning Commission. Data related to development measures and indicators, as required in the Land Use Article § 1-208, are also included in the document.

We participated in the development of this report and provided the incorporated data that accurately reflect planning and development activities within our jurisdiction. This jointly developed report incorporates the required summary of activities and highlights for the Carroll County Planning & Zoning Commission, as well as for Planning Commissions of the County's eight participating municipalities into one unified document.

If you have any questions concerning the report or its contents, please contact the Carroll County Department of Planning at (410) 386-5145.

Sincerely,

A handwritten signature in cursive script, appearing to read "James H. Parker".

James H. Parker, Chairman Taneytown Planning Commission

cc: Lynda D. Eisenberg, Chief, Bureau of Comprehensive Planning  
file

17 E. BALTIMORE STREET • TANEYTOWN, MARYLAND 21787  
(410) 751-1100 • Fax (410) 751-1608  
website: [www.taneytown.org](http://www.taneytown.org)

## Implementation of the Comprehensive Plan (Taneytown)

- i. Summary of development trends over the above period** Have conformed to comp plan.
- ii. Status of Plan implementation tools to carry out Plan provisions.** Existing codes & policies, only minor revisions, Downtown Revitalization ordinance was modified and reauthorized / extended to 2020.
- iii. Identification of any significant changes to existing programs, regulations.** None of significance.
- iv. Identification of any State or federal laws, regulations, or requirements that have impeded local implementation of the Plan and recommendations to remove impediments.** Lacking capital project plans and funding to serve undeveloped areas with water or sewer has forced the City to move much of the City's undeveloped commercial and industrial acreage into a long range service category in the Carroll County Water and Sewer Master Plan. When a potential development project is proposed for such an area, it requires a water and sewer master plan amendment to be submitted. This has caused concern in a recent scenario where an existing business wished to expand to an undeveloped site. The needed amendment was quickly addressed by Carroll County. While this development project is moving forward, the need to amend the water and sewer master plan in this situation makes it harder for the City to be responsive to commercial development needs which can require quick turn around and processing. Some mechanism to quickly amend water and sewer master plans concurrent with site development plans provided adequate capacity is demonstrated may address concerns of delayed approvals due to amending Water and Sewer Master Plan service area categories. While large scale residential subdivisions typically take substantial time to go through required processes, allowing adequate time to process amendments to the water and sewer plan, commercial or industrial site development opportunities may arise unexpectedly and require quick action on a municipality's part to ensure a project isn't lost to another location or cancelled because of timeline concerns.
- v. Future land use challenges and issues.** Water recharge calculations vs gallons per day per acre planning targets based on land use categories presents difficulties regarding both Water and Sewer Master Plans and our current efforts to update our 2010 Comp Plan. Taneytown's geology provides a lower recharge rate than desirable densities of residential development, or commercial/ industrial uses demand at least in planning numbers, requiring recharge easements or property be encumbered or acquired beyond City boundaries, but within the aquifers' recharge areas. Recharge easements complicate the development process, and may drive development to areas lacking water and sewer infrastructure and the regulation that goes with provision of those services. In the Taneytown area that typically means sand mound septic systems.
- vi. A summary of any potential updates to the comprehensive plan.** Boundary updates will be included, and growth area / land use changes based on water resources element limitations are anticipated.

## THE TOWN OF UNION BRIDGE

104 WEST LOCUST STREET  
UNION BRIDGE, MD 21791-0350

PHONE 410-775-2711  
FAX 410-775-1095  
UNIONBR@CARR.ORG



PERRY L. JONES JR.  
MAYOR

MEMBERS OF COUNCIL  
DONALD D. WILSON, PRESIDENT  
LAURA CONAWAY  
L. ELLEN CUTSAIL  
AMY K. KALIN  
EDGAR WENTZ

**May 18, 2017**

Mr. David Dahlstrom  
Maryland Department of Planning  
301 West Preston Street, Suite 1101  
Baltimore, Maryland 21201

### *Re: Carroll County 2016 Annual Report*

Dear Mr. Dahlstrom:

Pursuant to the requirements of the Land Use Article § 1-207 of the Annotated Code of Maryland, The Town of Union Bridge Planning Commission approved the portions of the Carroll County 2016 Annual Report relating to The Town of Union Bridge on May 18, 2017 as presented by the Carroll County Planning and Zoning Commission. Data related to development measures and indicators, as required in the Land Use Article § 1-208, are also included in the document and were computed and prepared exclusively by Carroll County. Fewer than fifty (50) building permits for new residential units have been issued in Union Bridge over the past twenty (20) years.

We participated in the development of this report by providing the incorporated town data that accurately reflects planning and development activities within our jurisdiction. The overall report incorporates the required summary of activities and highlights for the Carroll County Planning and Zoning Commission, as well as for the Planning Commissions of the County's eight participating municipalities into one unified document.

If you have any questions concerning the overall report or its contents, please contact Clare Stewart, Planning Technician, Carroll County Department of Planning at (410) 386-2145. If you have any questions concerning the Union Bridge data in the report, please contact Dawn Metcalf, Clerk-Treasurer at (410) 775-2711.

Sincerely,

Thomas Long, Chairman  
The Town of Union Bridge Planning and Zoning Commission

cc: Clare Stewart, Planning Technician  
Perry L. Jones, Jr., Mayor

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**CITY OF WESTMINSTER**  
56 West Main Street  
Westminster, Maryland 21157  
Kevin R. Utz, Mayor  
(410) 848-9000  
www.westminstermd.gov

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**Common Council**  
Suzanne P. Albert, President  
Dr. Mona Becker  
Tony Chiavacci  
Gregory Pecoraro  
Dr. Robert P. Wack

---

May 11, 2017

Mr. David Dahlstrom  
Maryland Department of Planning  
301 West Preston Street, Suite 1101  
Baltimore, Maryland 21201

**RE: Carroll County 2016 Annual Report**

Mr. Dahlstrom:

Pursuant to requirements in the Land Use Article § 1-207 of the Annotated Code of Maryland, the Westminster Planning and Zoning Commission voted to endorse the Carroll County 2015 Annual Report on May 12, 2016, as presented by Carroll County Planning Departmental staff.

Reporting related to development measures and indicators, as required in the Land Use Article § 1-208, are included in the document. The Westminster Planning and Zoning Commission also participated in preparing the document by providing Carroll County planning staff with data on the planning and zoning activities within the City of Westminster during the 2016 calendar year.

It's my understanding that this jointly submitted annual report incorporates required planning indicators not only for the City of Westminster but those required of Carroll County's Planning and Zoning Commission and the seven other participating municipalities within Carroll County.

We trust you will agree this submittal satisfies the City Westminster's obligations under State law and will be helpful to you. If you have any question concerning the data or information in the report, which applies to the City of Westminster, please contact me.

Sincerely,

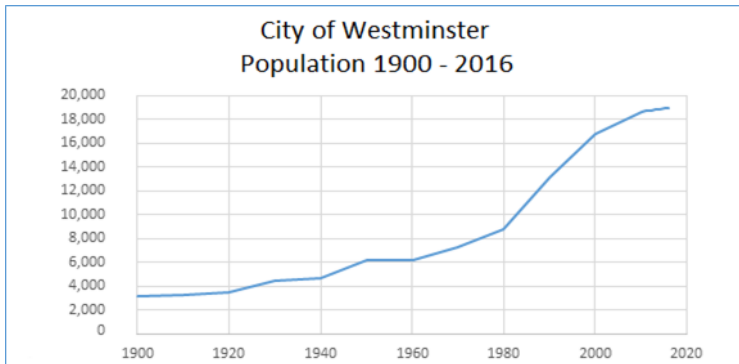
Margaret Bair, Chair  
Westminster Planning and Zoning Commission

- c: Barbara Matthews, City Administrator  
Elissa Levan, City Attorney  
Bill Mackey, AICP, City Director of Planning  
Andrea Gerhard, Carroll County Department of Planning

## Implementation of the Comprehensive Plan (Westminster)

**i. Summary of development trends over the above period.** Over the past five years development has been slow due to the economy and lack of available water. In 2015, the City approved a set amount of water allocations per annum. In 2016, the City allocated 12,160 GPD of new water out of a possible 40,000 GPD allowed by City policy.

**Table.** As a result of the economic recession and limited water, growth has leveled off.



Sources: US Census 1900 - 2010; Carroll County Planning 2011-2016

The 2009 Comprehensive Plan anticipated this current situation in its Foreword:

Due to the economic slowdown from 2007 to 2009, development slowed to a crawl and tax revenues became flat. Unforeseen and unprecedented State budget cuts, with the possibility of significant additional County budget cuts, will likely cause the Mayor and Common Council to reconsider the timing of implementation of various elements of the 2009 Comprehensive Plan. We fully anticipate the goals and objectives of the approved Plan will remain the same; however, the timeframes involved and who is responsible for implementation will likely change as City officials deal with the new financial reality.

As foreseen, the 2009 Comprehensive Plan is an excellent starting point for moving forward. Over the last five years, minor changes have occurred, which will be addressed in the mid-cycle narrative report required in 2017. In general, the 2009 Comprehensive Plan remains relevant in the present time. The Planning and Zoning Commission will undertake a review during 2017.

**ii. Status of Plan implementation tools to carry out Plan provisions.** In 2017, the Planning and Zoning Commission will be reviewing the 2009 Comprehensive Plan, as part of the State-required, mid-cycle review. Research for the review, scheduled in the summer, is already underway by staff. A sampling of goals and objectives are shown below. A full review is anticipated to be completed by the end of 2017 along with a Water and Sewer Plan update.

Goal D1, Objective 4: Increase public awareness and appreciation of the benefits of historic preservation through outreach and educational programs.

The Westminster Historic District Commission reviews applications for alterations of properties inside local historic zones and for the City's Municipal Tax Credit program. In 2014, the Historic District Commission conducted the Holiday House Tour located along Historic Willis Street and, in 2016, around Historic Belle Grove Square. These events educate residents and visitors about the unique historical and architectural significance of properties located in the City.

Goal D3, Objective 1: Develop a "Design Guidelines and Manual" for residential and Commercial development.

## **Implementation of the Comprehensive Plan (Westminster)...**

The Mayor and Common Council adopted the 2016 Development Design Preferences manual for use by the City's Boards and Commissions in reviewing applications for development.

Goal F6: Encourage the provision of state-of-the-art technology and communication facilities to deliver effective and innovative solutions that meet business, resident, and government needs.

The Westminster Fiber Network (WFN) is the Mid-Atlantic's first community-wide gigabit fiber network. It creates a competitive local marketplace for Internet services and provides the whole community access to affordable gigabit Internet speeds. The WFN will revolutionize City Internet access, bring local jobs, and drive innovation to enable our community to thrive.

Goal M2, Objective 3: Acquire or secure use of lands for parks, open space and trails, in conjunction with public and private sector development projects.

The City has linked the Wakefield Valley trail to Main Street. This link will allow residents living in the southwestern portion of the City to walk to retail and restaurants along Maryland 140.

Goal R4, Objective 1.a.: Inventory all street trees in Westminster and keep the inventory up-to-date through an annual update.

The Westminster Tree Commission and staff have been working to create a map of all the street trees in Westminster. Currently, the Tree Commission and staff have surveyed all trees located along Main Street and Pennsylvania Avenue.

Goal R4, Objective 2: Promote the National Arbor Day Foundation's vision of a community where trees and forests are abundant, healthy, and sustainable, and highly valued by all people.

The Mayor and Common Council, Tree Commission, and staff have maintained the City's Tree City USA designation in good standing by meeting the four core standards of urban forestry management and spending at least \$2 per capita on urban forestry and celebrating Arbor Day.

Goal W4, Objective 1: Promote water conservation best practices, techniques, and technologies that improve the efficiency of water use.

The City has incorporated its water conservation measures into the 2016 Development Design Preferences manual. This includes limiting water usage by requiring water-conserving fixtures.

**iii. Identification of any significant changes to existing programs, regulations.** In 2017, the Planning and Zoning Commission will review the 2009 Comprehensive Plan, as part of the State-required, mid-cycle review. The review discussion will begin this summer.

**iv. Identification of any State or federal laws, regulations, or requirements that have impeded local implementation of the Plan and recommendations to remove impediments.** In 2017, the Planning and Zoning Commission will review the 2009 Comprehensive Plan.

**v. Future land use challenges and issues.** In 2017, the Planning and Zoning Commission will review the 2009 Comprehensive Plan.

**vi. A summary of any potential updates to the comprehensive plan.** In 2017, the Planning and Zoning Commission will review the 2009 Comprehensive Plan.





# *Planning for Success in Carroll County*



Planning for Success  
in Carroll County

**Carroll County  
Department of Planning**