

**ST. MARY'S COUNTY GOVERNMENT
DEPARTMENT OF LAND USE
AND GROWTH MANAGEMENT**



COMMISSIONERS OF ST. MARY'S COUNTY:

James R. Guy, President
Eric Colvin, Commissioner
Michael L. Hewitt, Commissioner
Todd B. Morgan, Commissioner
John E. O'Connor, Commissioner

William Hunt, AICP, Director
Harry Knight, Deputy Director

June 28, 2021

Commissioners of St. Mary's County
Chesapeake Building
41770 Baldrige Street
Leonardtown, Maryland 20650

Re- Planning Commission Annual Report for 2020

Dear President and Commissioners:

On behalf of the St. Mary's County Planning Commission, I am pleased to present our annual report. The report details our planning and development activities during 2020. It includes data and maps that demonstrate compliance of development activity with the Comprehensive Plan. It also meets the requirements of Section 1-207 of the Land Use Article of the Annotated Code of Maryland and will be submitted to the Maryland Department of Planning.

The Planning Commission requests the Commissioners of St. Mary's County review the annual report and direct any appropriate studies and other actions to be undertaken to ensure the continuation of viable planning and development process.

Sincerely

J. Howard Thompson, Chair
St. Mary's County Planning Commission

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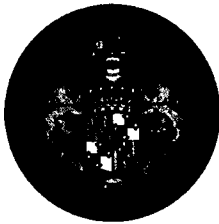
CSMC

CC: SF

Cc: Office of the Secretary
Maryland Department of Planning
301 West Preston Street, Suite 1101
Baltimore, Maryland 21201

enclosure

**Annual Report Worksheet
Reporting Calendar Year 2020**



**St. Mary's County, Maryland
2020 Annual Planning Commission
Report**



Annual Report Worksheet Reporting Calendar Year 2020

**St. Mary's County, Maryland
2020 Annual Planning Commission Report**

Prepared by Department of Land Use and Growth Management

William Hunt, AICP, Director
Harry Knight, Deputy Director
Kwasi Bosompem, Senior Planner

Sources of Data

Department of Land Use and Growth Management
Department of Information Technology
Department of Economic Development

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PLANNING COMMISSIONERS

Howard Thompson, Chairman
Joseph L. VanKirk, Co-Chair
Merl Evans
Joseph Fazekas
William R. Hall III
Patricia Robrecht
Kim Summers
Joseph St. Clair, Alternate

**Annual Report Worksheet
Reporting Calendar Year 2020**

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Annual Report Worksheet Reporting Calendar Year 2020

Introduction

With the Covid-19 pandemic in the year 2020, the St. Mary's County Planning Commission had to hold virtual public hearings.

During the 2020 calendar year, the Planning Commission met a total of 24 times. Meetings were held in person between January and early March. The Covid-19 pandemic caused a brief pause in meetings until late April, as staff, the Commission, and stakeholders in the community adjusted to a virtual meeting format.

On April 27, the Planning Commission met virtually to discuss tentative schedules. Virtual meetings continued throughout the rest of the year, and despite the challenges of adapting to a new technological format, a wide variety of applications, and growth related topics were reviewed by the Planning Commission to meet the needs of the development community.

This 2020 Annual Planning Commission Report for St. Mary's County, Maryland has been prepared pursuant to the requirements of §1-207(b) of the Land Use Article Annotated Code of Maryland. The Report provides a summary of the year's planning activities undertaken by the Department of Land Use and Growth Management that were reviewed and approved by the Planning Commission. The Report covers development activities; growth trends based on new residential permits, amendments and growth-related changes, a development capacity analysis, locally funded agriculture preservation, and the required measures and indicators.

Revised Form 01/07/2020

St Mary's County Planning Commission Annual Report 2020

Submitted by: Department of Land Use and Growth Management
Submitted to Maryland Department of Planning

For Attention: Sarah Lipkin Sularz -Maryland Department of Planning,
Regional Planner for Southern Maryland.

For any Inquiries, please contact:

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Department of Land Use and Growth Management
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Annual Report Worksheet

Reporting Calendar Year 2020

Instructions

Each Planning Commission/Board shall approve an Annual Report for the Reporting Year 2020 as required under §1-207(b) of the Land Use Article. In addition, this Annual Report shall be filed with the local legislative body and the Maryland Department of Planning (Planning), no later than July 1, 2021.

A local jurisdiction may use the attached template form or any of the previous Annual Report forms. The requirements have not changed for 2020. An optional survey is included in Section III. We encourage all jurisdictions to consider responding.

Section I- New Residential Permits, and Section II- Amendments and Growth-Related Changes, are required for all local jurisdictions.

Section III- Development Capacity Analysis, is required every three years.

Section IV- Locally Funded Agriculture Preservation, is required for Counties only.

Section V – Measures and Indicators, is required by a jurisdiction reporting more than 50 new residential permits in Section I.

Section VI- Adequate Public Facility Ordinances, is required every two years by jurisdictions with adopted Adequate Public Facility Ordinances (APFOs).

Section VII – Planning Survey Questions is optional

Annual Report Worksheet Reporting Calendar Year 2020

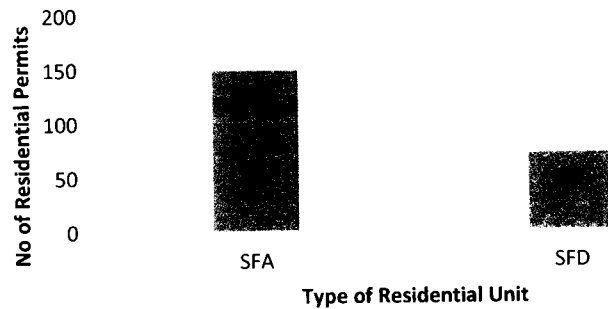
Section I: New Residential Permits Issued (Inside and Outside the Priority Funding Areas -PFAs) (§1-208(c)(1)(i) and (c)(3)(ii))

(A) In Table 1, *New Residential Permits Issued (Inside and Outside the PFA)* below, enter the number of new residential building permits issued in calendar year (2020). Enter 0 if no new residential building permits were issued in 2020.

**Table 1: New Residential Permits Issued
Inside and Outside the Priority Funding Area (PFA)**

Residential – Calendar Year 2020	PFA	Non PFA	Total
# New Residential Permits Issued	222	123	345

New Residential Permits in PFA



Single Family Attached (SFA) permits were in Wildewood, Myrtle Glen Way, Englewood Way and Bethfield Way

New Residential Permits Issued in Non PFA



121 Single Family Detached (SFD) permits in Non PFA.
No (SFA) permits were issued in Non PFA.

Annual Report Worksheet

Reporting Calendar Year 2020

Section II: Amendments and Growth Related Changes In Development Patterns (§1-207(c)(1) and (c)(2))

Note: Growth related changes in development patterns are changes in land use, zoning, transportation capacity improvements, new subdivisions, new schools or school additions, or changes to water and sewer service areas.

(A) Were any new comprehensive plan or plan elements adopted? If yes, briefly summarize what was adopted

Y N

Amendments to the St. Mary's County Comprehensive Plan for consistency with the St. Clements Shore Wastewater Treatment Plant Area and Priority Funding Area Exception Area within the Sewer Service Area were approved by the Planning Commission on November 9, 2020. The Commissioners of St. Mary's County of St. Mary's County also voted approval.

(B) Were there any amendments to the zoning regulations or zoning map? If yes, briefly summarize each amendment, include a map, or GIS shapefile, if available. Y N

(C) **Were there any growth-related changes, including Land Use Changes, Annexations, New Schools, Changes in Water or Sewer Service Area, etc., pursuant to of the Land Use Article? If yes, please list or map and provide a description of consistency of internal, state or adjoining local jurisdiction plans** Y N

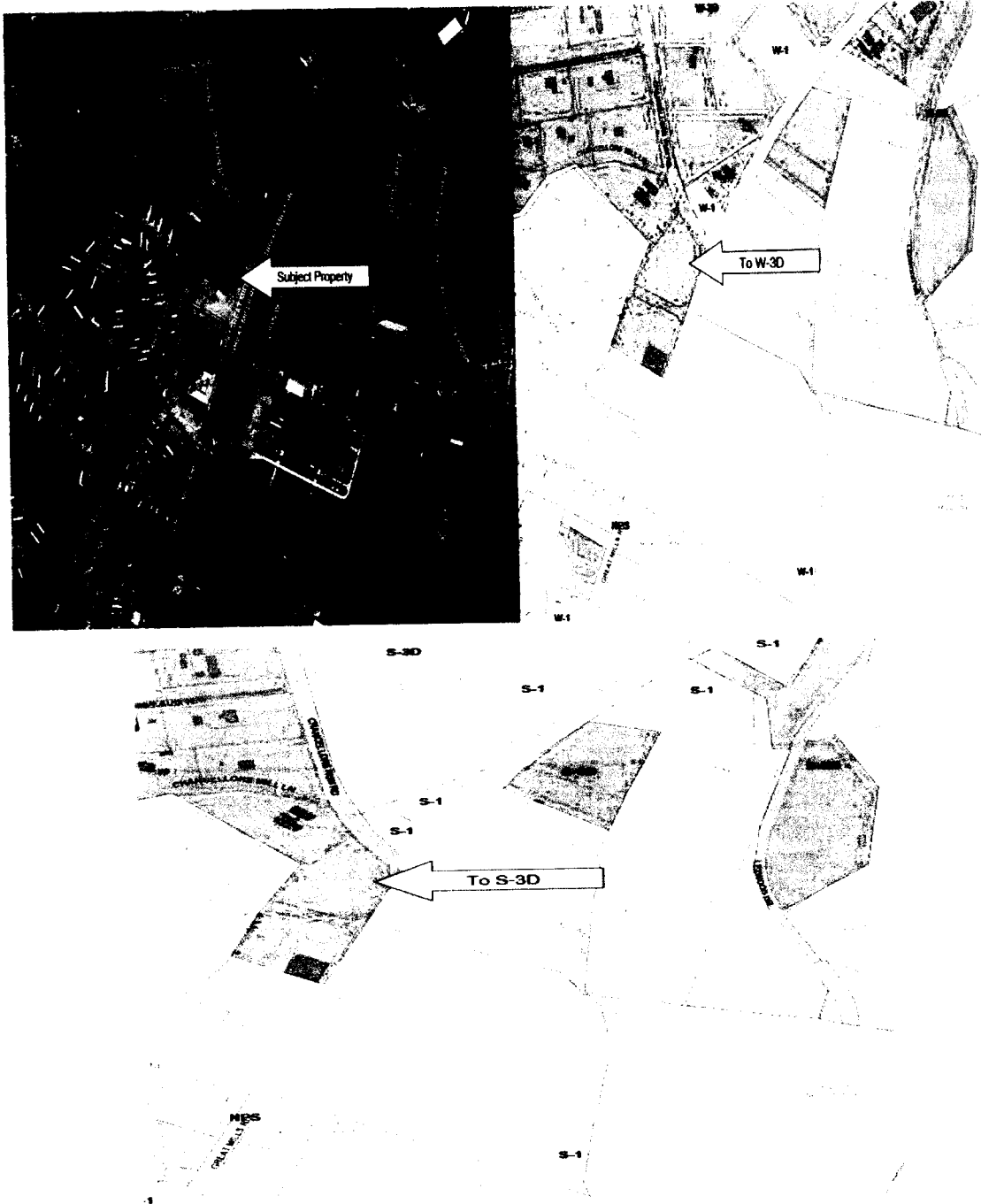
Comprehensive Water and Sewerage Plan Amendment for 7-Eleven Lexington Park
Case No. 20-200-001- Tax Map 51, Grid 7, Parcel 286, also known as 21183 Great Mills Road (the "Property")

There was an Amendment to service area maps III-51 and IV-51 to change the water and sewer service categories from W-6D and S-6D (service in 6 to 10 years, developer financed) to W-3D and S-3D (service in 3 to 5 years, developer financed) for 2.04 acres (to be adjusted to 1.89 acres).

This amendment was requested to facilitate community water and sewerage service for proposed commercial development. The Property is located at the southwesterly intersection of Chancellors Run Road (MD 237) and Great Mills Road (MD 246).

Annual Report Worksheet Reporting Calendar Year 2020

Comprehensive Water and Sewerage Plan Amendment for 7-Eleven Lexington Park
Tax Map 51, Grid 7, Parcel 286, also known as 21183 Great Mills Road (the "Property"), Map III-51

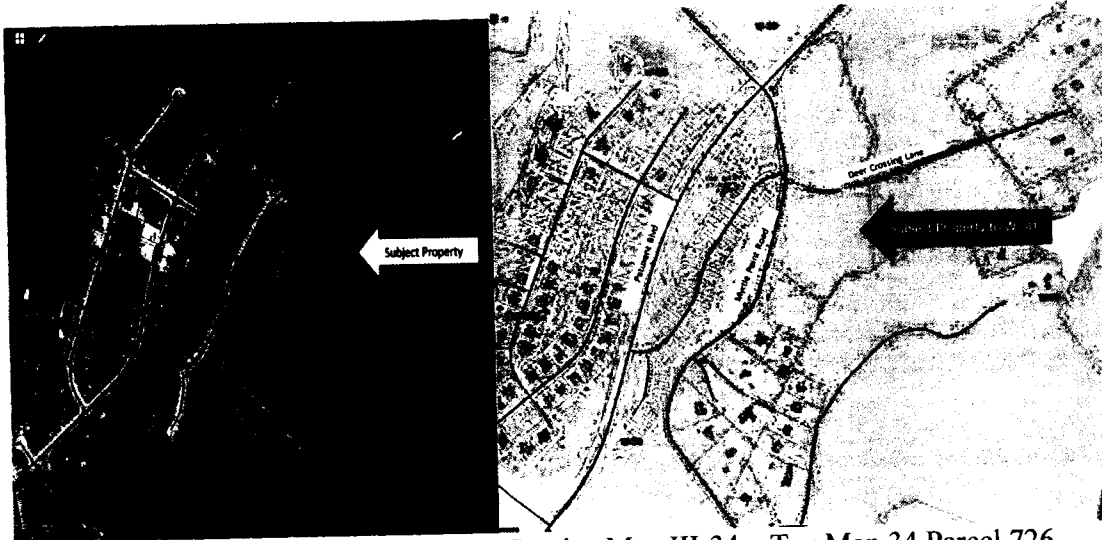


Proposed Revision of Sewer Service Map IV-51 Tax Map 51 Parcel 286

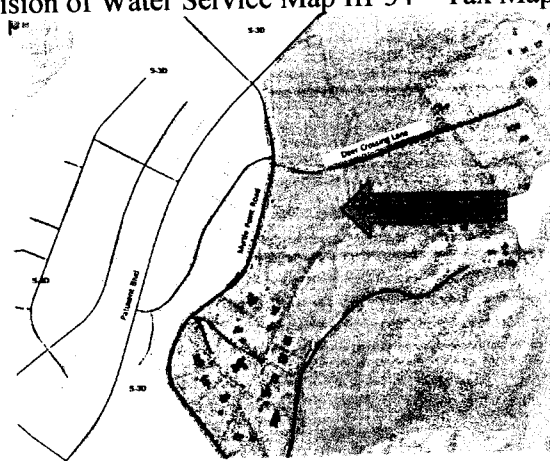
Annual Report Worksheet Reporting Calendar Year 2020

Comprehensive Water and Sewerage Plan (CWSP) Amendment for Woods at Myrtle Point
Section 6, Case No. 20-200-002 - Tax Map 34 Parcel 726

Amendment was for service area maps III-34 and IV-34 to change the water and sewer service categories from W-6D and S-6D (service in 6 to 10 years, developer financed) to W-3D and S-3D (service in 3 to 5 years, developer financed) for 6.03 acres described as Tax Map 34, Grid 6, Parcel 726 in the 8th Election District. The Property is located at the southeasterly intersection of Myrtle Point Road and Deer Crossing Lane. This amendment was requested to facilitate community water and sewerage service for a proposed residential development.



Proposed Revision of Water Service Map III-34 Tax Map 34 Parcel 726



Proposed Revision of Sewer Service Map IV-34 Tax Map 34 Parcel 726

Comprehensive Plan Update

On December 14, 2020, the Planning Commission reviewed and discussed the Preliminary Scope of Work and Strategy to update the 2010 St Mary's County Comprehensive Plan.

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On March 9, 2020, the Planning Commission reviewed the St. Mary's County Capital Improvement Budget Requirements and the FY2022- FY2026 Plan for Capital Projects Details. The CIP document can be found here:

Click [HERE](#) for FY 2021 Capital Improvement Budget Request and FY 2022-FY 2026 Plan
Click [HERE](#) for St. Mary's County Capital Improvement Budget and Plan for FY 21-FY 26 with Sample Motion
Click [HERE](#) for Approved 2020 Capital Budget and FY 2021 to FY 2025 Plan
Click [HERE](#) for FY 2021 Schedule of Projects with Changes
Click [HERE](#) for FY 2021 Budget and FY 2022 to FY 2026 Capital Improvement Program (CIP)

On March 9, 2020, the Planning Commission reviewed the MetCom FY 2021- FY 2026 Capital Improvement Plan & Budget. The CIP documents can be found here:

Click [HERE](#) for MetCom FY 2021- FY 2026 Capital Improvement Plan & Budget
Click [HERE](#) for MetCom Capital Improvement Plan and Budget for FY 21-FY 26 Memo and Evaluation
Click [HERE](#) for Exhibit 1 Mt Pleasant Memo
Click [HERE](#) for Signed FY 2021-2026 MetCom Capital Improvement Plan and Budget

St. Mary's County Educational Facilities Master Plan (EFMP)

On September 14, 2020, the Planning Commission reviewed the St. Mary's County Educational Facilities Master Plan (EFMP). The Plan reflects amendments to the CIP based on reviews of demographic trends and facility needs. A copy of the Plan can be found here:
<https://www.smcps.org/dss/capital-planning/educational-facilities-master-plan>

(D) Did your jurisdiction identify any recommendations for improving the planning and development process within the jurisdiction? If yes, please list. Y N

The Planning Commission carefully coordinated with stakeholders on ways to meet during the Covid -19 pandemic. Despite the challenges of adapting to a new format and with a variety of communication tools and applications, the virtual meetings were carefully managed by working around schedules.

There were regular efforts and discussions with key stakeholders in the industry as to how to improve the planning and development process during the pandemic. Virtual reviews of applications ensured that approval timeframes were not unnecessary delayed.

Annual Report Worksheet Reporting Calendar Year 2020

Ongoing discussions for improvements include:

Discussions with surveyors / engineers on subdivision and development projects through review comments; meetings of the Maryland Building Industry Association; and quarterly meetings with State Highway Administration.

The department virtually attended Planning Director Roundtable meetings. The Calvert – St. Mary's Metropolitan Planning Organization completed four planning studies that included public meetings.

The Covid-19 pandemic necessitated webinar training for Planning Commissioners and the Staff at the Department of Land Use and Growth Management.

The County's GIS map is available to everyone and is a powerful assistance tool for developers. The GIS layers were expanded to show the zoning within the Lexington Park Development District. Hurricane evacuation zones and FEMA flood layers have been added.

The traffic count locations on state highways and major county roads are shown. The airport environs zones around the County airport were added. The Inventory of Historic Sites was added. Each historic site is connected to the Maryland Inventory of Historic Properties Form from the Maryland Historical Trust.

All information for meetings of the Commissioners of St. Mary's County, Planning Commission, Board of Appeals, Commission on the Environment, and Historic Preservation Commission is made available to the public through BoardDocs software. The link to BoardDocs is prominently displayed on the County website.

There is an effort to identify, review, recommend and prepare revisions to the St Mary's County Zoning Ordinance and Zoning Maps.

Annual Report Worksheet Reporting Calendar Year 2020

Section III: Development Capacity Analysis (DCA) (§1-208(c)(iii))

Note: MDP provides technical assistance to local governments in completing a development capacity analyses. Please contact your MDP regional planner for more information.

(A) Has an updated DCA been submitted with your Annual Report or to MDP within the last three years?

Y N

Development Capacity Analysis will be updated later in 2021

1. If no, explain why an updated DCA has not been submitted, such as, no substantial growth changes, etc.
2. If yes, when was the last DCA submitted? Identify Month and Year:

a.

Was the DCA shared with the local School Board Facilities Planner?

Y N

(B) Using the most current DCA available, provide the following data on capacity inside and outside the PFA in *Table 2, Residential Development Capacity (Inside and Outside the PFA)*:

**Table 2: Residential Development Capacity*
(Inside and Outside the PFA)**

Parcels & Lots w/ Residential Capacity	PFA	Non – PFA	Total
Residentially Zoned Acres w/ Capacity	6,183	93,676	99,860
Residential Parcel & Lots w/Capacity	1,966	4,256	6,222
Residential Capacity (Units)	10,876	14,590	25,466

Sources:

Maryland Department of Planning, MDP

Department of Information Technology, St Mary's County, 2016

Annual Report Worksheet Reporting Calendar Year 2020

Section IV: (Locally) Funded Agricultural Land Preservation & Local Land Use Goal (Counties Only) (§1-208(C)(1)iv and v)

- (A)** How many acres were preserved using local agricultural land preservation funding? Enter 0 if no acres were preserved using local funds. Enter value of local program funds, if available.

Table 3: Locally Funded Agricultural Land Preservation

Local Preservation Program Type	Acres	Value (\$)
Transfer of Development Rights (lifted)*	115.71	n/a
Maryland Agriculture Land Preservation Easement *	843.747	\$3,954,173.50
Rural Legacy*	492.288	n/a
Total	1,451.685	

*Source Data from Department of Economic Development.

- (B) What is the county's established local land use percentage goal?**
To direct at least 70% of growth to the PFA and not more than 30% permitted outside the PFA.

- (C) What is the timeframe for achieving the local land use percentage goal?**
Annually

- (D) Has there been any progress in achieving the local land use percentage goal?**

The county employs a zoning ordinance and a water and sewerage plan to manage land use and infrastructure. The capital improvements program and the annual report help measure the rate of achieving this goal.

- (E) What are the resources necessary for infrastructure inside the PFAs?** The Growth Management Element of the comprehensive plan specifically states infrastructure must be built and maintained in existing communities.

The basics: water, sewer, schools, and roads are absolute prerequisites for denser and walkable communities, libraries, parks, cultural and recreational and other similar facilities, and amenities enrich local communities.

Being identified in the comprehensive plan sets up the framework for their implementation.

By identifying growth areas and preservation areas, infrastructure can be built and maintained in specific areas where resources can be focused, thereby supporting population and growth centers in an orderly and efficient manner.

Annual Report Worksheet Reporting Calendar Year 2020

In addition, Calvert and St. Mary's Metropolitan Planning Organization Transportation Program Priorities identify most needed projects. The number one priority is replacing the Governor Thomas Johnson Memorial Bridge connecting the two counties and two PFAs.

(F) What are the resources necessary for land preservation outside the PFAs?

Agricultural preservation programs, the county's comprehensive plan, zoning ordinance, subdivision ordinance, water sewer plan, TDRs, and septic laws. The County supports land Preservation programs with financial resources under the Maryland Agriculture Land Preservation Foundation programs (MALPF).

Other Land Preservation Resources are:

Patuxent Tidewater Land Trust.

Southern Maryland Resource Conservation & Development utilizing the Rural Legacy.

Maryland Historic Trust (Bachelors Hope) and;

Maryland Environmental Trust

Annual Report Worksheet Reporting Calendar Year 2020

Section V: Measures and Indicators (§1-208(c)(1))

Note: The Measures and Indicators, Section V, is only required for jurisdictions issuing more than 50 new residential building permits in the reporting year, as reported in Table 1.

**Table 4A: Amount of Residential Growth
(Inside and Outside the PFA)**

Residential – Calendar Year 2020	PFA	Non - PFA	Total
Total # Minor Subdivisions Approved	3	17	20
Total # Minor Subdivision Lots Approved	3	23	26
Total # Minor Subdivision Units Approved	2	24	26
Total Approved Minor Subdivision Area (Gross Acres)	155.5	979.5	1,135
Total Approved Minor Subdivision Lot Area (Net Acres)	21.91	252.4	274.31
Total # Major Subdivisions Approved	1	0	1
Total # Major Subdivision Lots Approved	18	0	18
Total # Major Subdivision Units Approved	18	0	18
Total Approved Major Subdivision Area (Gross Acres)	5.7	0	5.7
Total Approved Major Subdivision Lot Area (Net Acres)	0.76	0	0.76
Total # Units Constructed in Jurisdiction	230	91	321
Total # Units Demolished*	5	4	9
Total # Units Reconstructed/Replaced*	14	43	57

*Not required.

Source: Data from Department of Information Technology

Annual Report Worksheet Reporting Calendar Year 2020

Table 4B: Net Density of Residential Growth (Inside and Outside the PFA)

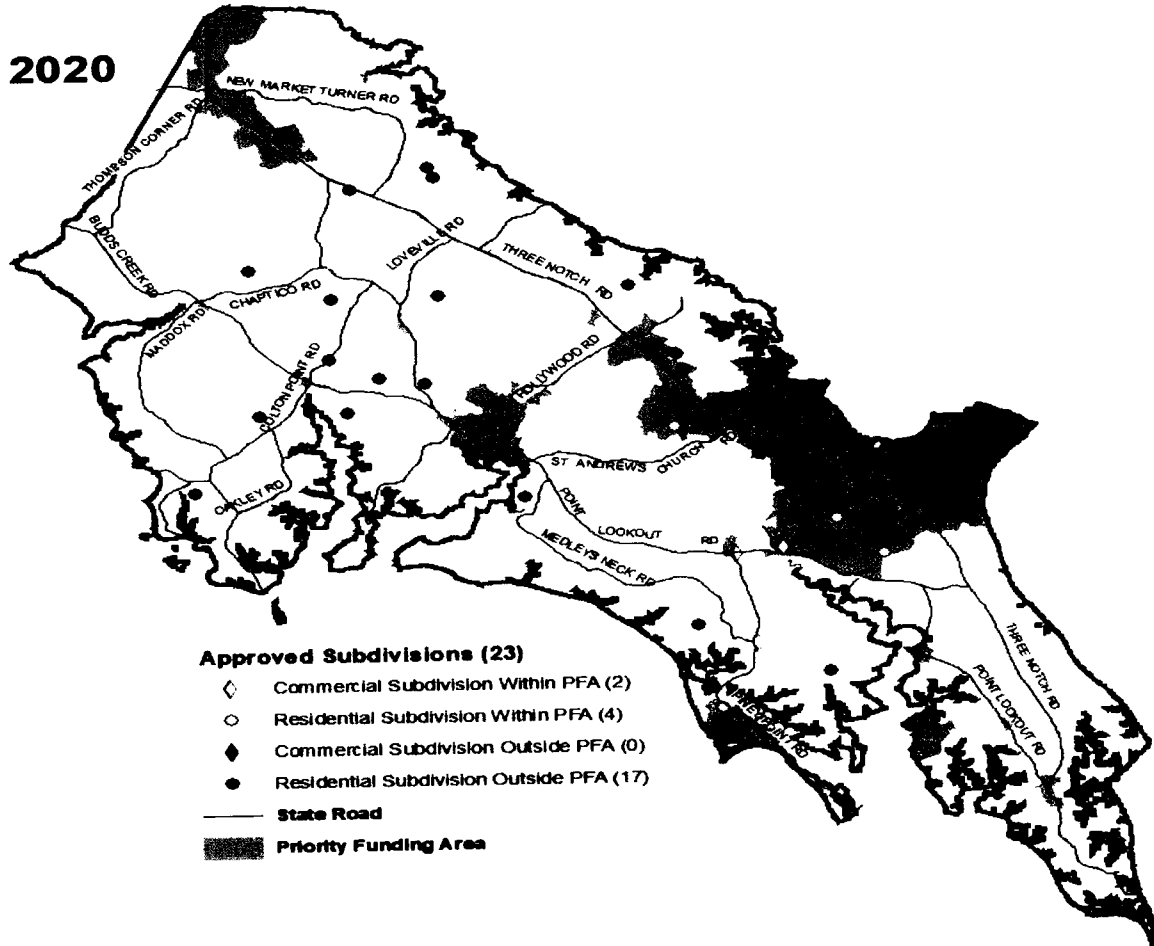
Residential – Calendar Year 2020	PFA	Non – PFA	Total
Total # Units Approved (Major + Minor Subdivisions)	21	24	45
Total # Approved Lot Area (Major + Minor Subdivisions)	24.10	252.36	276.46

Table 4C: Share of Residential Growth (Inside and Outside the PFA)

Residential Calendar Year 2020	PFA	Non – PFA	Total
Total # Units Approved (Major + Minor Subdivisions)	20	24	44
% of Total Units (# Units/Total Units)	45%	55%	100%

Annual Report Worksheet Reporting Calendar Year 2020

Major and Minor Subdivisions Map



New Subdivisions Residential-

There is one major residential subdivision within in PFA. This subdivision adds 18 lots at Orchid Wildewood Property Phase 3b. There are two minor subdivisions with one lot each at Landings at Piney Point and Sanner Subdivision.

Outside PFAs, there were 17 minor subdivisions that created 19 lots.

Two commercial subdivisions occurred within the PFA that created two lots.

New Subdivisions Commercial

There were no Commercial Subdivision Outside the PFA

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Commercial – Calendar Year 2020	PFA	Non - PFA	Total
Total Site Plan Area Approved (Gross Acres)	233.92	322.88	556.8
Total Building Square Feet Approved (Gross)	545,123.4	48,838	593,961.4
Total # New Permits Issued	42	8	50
Total Square Feet Constructed in Jurisdiction (Gross)	100,737	14,713	115,450

Table 4E: Net Density of Commercial Growth (Inside and Outside the PFA)

Commercial – Calendar Year 2020	PFA	Non – PFA	Total
Total Building Square Feet Approved (Gross)	545,123.4	48,838	593,961.4
Total Lot Size (Net Acres)	13.9	0	13.9

Table 4F: Share of Commercial Growth (Inside and Outside the PFA)

Commercial – Calendar Year 2020	PFA	Non – PFA	Total
Total Building Square Feet Approved (Gross)	545,123.4	48,838	593,961.4
% of Total Building Square Feet (Building Square Feet/Total Approved Square Feet)	91.8%	8.2%	100%

Source: Department of Information Technology, St Mary's County

Annual Report Worksheet

Reporting Calendar Year 2020

Section VI: Adequate Public Facility Ordinance (APFO) Restrictions (§7-104) (Section VI is only required by jurisdictions with adopted APFOs)

Note: Jurisdictions with adopted APFOs must submit a biennial APFO report. The APFO report is due by July 1 of each even year and covers the reporting period for the previous two calendar years. APFO reports for 2019 and 2020 are due July 1, 2021. However, jurisdictions are encouraged to submit an APFO report on an annual basis.

No Restrictions occurred within PFA

What is the type of infrastructure affected? (List each for Schools, Roads, Water, Sewer, Stormwater, Health Care, Fire, Police or Solid Waste.) N/A

- (A) Where is each restriction located? (Identify on a map, including PFA boundary.) N/A
- (B) Describe the nature of what is causing each restriction. N/A
- (C) What is the proposed resolution of each restriction? N/A
- (D) What is the estimated date for the resolution of each restriction? N/A
- (E) What is the resolution that lifted each restriction? N/A
- (F) When was each restriction lifted? N/A
- (G) Additional Information. To help the Sustainable Growth Commission Statewide School Education Committee for School related restrictions:
1. List the State Rated Capacity for each affected facility. N/A
 2. Identify date local School APFO standards were last evaluated or amended. N/A
 3. Provide a letter from the School Board confirming what actions are being taken by the School Board to remedy each restriction. (This could include a change in State Rated Capacity (SRC); scheduled improvements in the local Capital Improvement Program (CIP); or redistricting, etc., to address.

Annual Report Worksheet Reporting (Calendar) Year 2020

Section VII: Planning Survey Questions (Optional)

The information provided can assist MDP and MDOT staff with identifying potential pedestrian/bicycle projects and project funding.

(A) Does your jurisdiction have a bicycle and pedestrian plan?
Y N

1. Plan name
2. Date Completed (MM/DD/YR) Y N
3. Has the plan been adopted? Y N
4. Is the plan available online?
5. How often do you intend to update it? (Every ____ years)
6. Are existing and planned bicycle and pedestrian facilities mapped? Y
N

(B) Does your jurisdiction have a transportation functional plan in addition to your comprehensive plan?
Y N

1. Plan name: St. Mary's County Transportation Plan
2. Date completed: August 2006 Y N
3. Has plan been adopted? Y N
4. Is the plan available online?
5. How often do you intend to update it? (Every 10 years)

END

Annual Report Worksheet Reporting (Calendar) Year 2020

Submitting Annual Reports and Technical Assistance

- A.** Annual Reports may be submitted via email (preferred) to david.dahlstrom@maryland.gov or one copy may be mailed to:

Office of the Secretary
Maryland Department of Planning
301 W. Preston Street, Suite 1101
Baltimore, Maryland 21201-2305
Attn: David Dahlstrom, AICP

- B.** Annual Reports should include a cover letter indicating that the Planning Commission has approved the Annual Report and acknowledging that a copy of the Annual Report has been filed with the local legislative body. The cover letter should indicate a point of contact(s) if there are technical questions about your Annual Report.
- C.** You may wish to send additional copies of your Annual Report directly to your MDP Regional Planner or School Board Facilities Planner.
- D.** If you need any technical assistance in preparing or submitting your reports, our Regional Planners are available to assist you. Regional Planner contact information can be found at: Planning.Maryland.gov/OurWork/local-planning-staff.shtml
- E.** Copies of this Annual Report worksheet and links to legislation creating these Annual Report requirements can be found on the Maryland Department of Planning website:
Planning.Maryland.gov/YourPart/SGGAnnualReport.shtml
- F.** If you have any suggestions to improve this worksheet or any of the annual report materials, please list or contact David Dahlstrom at david.dahlstrom@maryland.gov.