



Anthony DeStefano, Chair

CALVERT COUNTY ECONOMIC DEVELOPMENT COMMISSION

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Calvert County Economic Development Commission Minutes Wednesday, Jan. 11, 2017

- MEMBERS PRESENT:** Dawn Balinski, Charles Cox, Susan Cox, Shawn Gageby, Bill Gaines, Ray Mahar, Chris Moore, Carrie Polk
- MEMBERS ABSENT:** Ed Baddour, Bill Chambers, Tony DeStefano*, Tom Hejl, Varkey Matthew, David Weigel
- GUESTS:** Mary Beth Cook, Community Planning and Building, Jenny Plummer-Welker, Community Planning and Building
- STAFF:** Sandy Bentley, Danita Boonchaisri, Jessica Requilman, Kelly Robertson-Slagle, Jennifer Pettko

***Excused Absence**

Vice Chair Susan Cox called the meeting to order at 8:32 a.m.

Approval of Agenda

With a quorum, Cox asked Economic Development Commission (EDC) members to review the Jan. 11, 2017, meeting agenda for approval. A **motion** was made by Carrie Polk to approve the agenda as submitted. The motion was seconded by Chris Moore and carried.

Approval of Minutes

With a quorum, Cox asked EDC members to review the Sept. 14, 2016, meeting minutes for approval. A **motion** was made by Moore to approve the minutes as submitted. The motion was seconded by Bill Gaines and carried.

NEW BUSINESS

A. Text Amendment Nos. 16-06, 16-07 and 17-01 Ratification

Cox informed members that Text Amendment No. 16-06 proposed to delete the exclusion of drive-through windows at eating establishments when the eating establishment is located within a retail commercial building. The amendment also adds a definition for eating establishments with and without drive-through facilities. Text Amendment No. 16-07 allows agricultural preservation districts that have not used or sold transferrable development rights (TDRs) to remove them from the program after meeting the five-year minimum participation period with a 30-day notice to the Agricultural Preservation Advisory Board.

The EDC Zoning Subcommittee, along with subcommittees for the Tourism Advisory Commission, Agriculture Commission, staff from Community Planning and Building (CPB) and Economic Development met in November 2016 to discuss both text amendments. The EDC agreed with the proposed text

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amendments. EDC members voted electronically and a quorum in favor of the recommendation was reached. Dawn Balinski made a **motion** to ratify Text Amendment Nos. 16-06 and 16-07. The motion was seconded by Moore and carried.

Cox explained Text Amendment No. 17-01 referred to sign regulations. The U.S Supreme Court made a ruling in a case, Reed v. Town of Gilbert, that jurisdictions could not regulate content of signs. In response, CPB created a new set of regulations to comply with this ruling. The EDC Zoning Subcommittee, along with subcommittees for the Tourism Advisory Commission, Agriculture Commission and staff from CPB and Economic Development met in December 2016 to discuss the text amendment.

Moore reminded the EDC that, at the December 2016 subcommittee meeting, the group requested to bypass the Planning Commission and allow CPB and Economic Development to regulate signs so decisions could be made more quickly. Mary Beth Cook responded this is part of the Master Sign Plan which includes a section allowing business and property owners with large properties to create personalized signage programs. In the proposed Master Sign Plan, these personalized programs are currently set to be approved by the Planning Commission. Cook stated the Planning Commission reviewed the subcommittee's recommendation at its December 2016 meeting and will receive further comments at its January 2017 meeting.

Jenny Plummer-Welker stated the sign process has been made more uniform. Plummer-Welker added that recommendations from the EDC will allow the process to be streamlined even further. Balinski inquired if the recommendations of the subcommittees would be approved by the BOCC. Cook said all comments received from the subcommittees will be presented to the Planning Commission meeting next week. In addition, Cook stated members of the EDC will have an opportunity to make additional comments during the upcoming public hearing for Text Amendment No. 17-01.

Moore made a **motion** to ratify Text Amendment No. 17-01. The motion was seconded by Ray Mahar and carried.

B. Ethics Form Reminder

EDC members will soon receive the annual request from the Calvert County Ethics Commission to complete a 2016 financial disclosure form. Cox reminded members to submit their ethics form to Lisa Tolemei in the BOCC office. Danita Boonchaisri added that members can contact the Economic Development office with any questions regarding the form.

OLD BUSINESS

A. Strategic Plan Update Status/Recap

Boonchaisri stated the Strategic Plan meeting was successful, with 33 guests in attendance. She explained economist Anirban Basu gave a presentation and led the group in an unconventional planning discussion which was intentionally unstructured so attendees could speak openly without preconceived notions. Boonchaisri stated there was a good mix of people including members of the agricultural community, business owners, commercial realtors and staff. She explained all of the 100 or so invitees were asked to complete an online survey concerning the strategic plan; about 85 responses were received and given to Basu to consider along with the meeting discussions. Basu is now using this information and his knowledge and expertise to draft suggestions for Calvert County's economic development focus for the next five years.

Boonchaisri estimated it will take Basu four to six weeks to develop a draft strategic plan. She added she wasn't certain how the BOCC will want to unveil the plan, but she hoped it would be available to discuss at the next EDC meeting. Boonchaisri added that Basu is nationally recognized for his work in economic development and staff is eager to see his ideas and suggestions.

UPDATES

A. CPB Status on Comprehensive Plan Update/Zoning Ordinance, Sign Regulations and Architectural Review Committees

Plummer-Welker gave a brief overview of the Comprehensive Plan and Zoning Ordinance and explained the Comprehensive Plan sets forth policies, goals and actions for the county's development. The Zoning Ordinance contains the regulations for development of a specific piece of property. The Comprehensive Plan is required per state laws and is updated every 10 years.

Plummer-Welker explained that the update process is expected to take two years and it was kicked off last year. Public overview presentations for the comprehensive plan were conducted in June, July and August 2016. Four workshops were held in September and October 2016. Plummer-Welker stated the workshops were successful and very interactive and that Economic Development staff provided marketing support. All postal patrons of Calvert County, over 38,000 people, received a post card advertising the workshops.

Plummer-Welker said a summary of the workshops is available for all topics discussed. She added that a lot of interesting ideas and discussions were captured in the summary and the next step will be to focus on five specific topics. Through February, March and April 2017, five evening workshops will be held in Prince Frederick. Unlike the fall workshops, these will each focus on one specific topic. Dates will be advertised shortly and Plummer-Welker encouraged EDC members to attend. Plummer-Welker stated a draft Comprehensive Plan is expected by this fall with adoption by early next year and the new zoning ordinance to follow. Plummer-Welker added that all eight town center ordinances will be included with county ordinances to streamline the document.

Balinski inquired about the status of town center plans. Plummer-Welker responded that the seven town centers currently have their own sub zoning districts. Solomons has the most with 20 districts, while Owings has one district. During the rewrite, CPB will determine if districts within town centers are similar enough to be combined, which could potentially reduce the number of districts. CPB will also consider town center boundaries and any possibility for expansion.

Moore inquired about Maryland tier maps. Plummer-Welker stated the tier maps will need to be incorporated into the Comprehensive Plan. If the county adopts tier maps, it will need to be done at the time the county adopts the new Comprehensive Plan. Plummer-Welker explained that under state law it isn't required for a county to adopt tier maps, but if they choose not to, a county can only develop major subdivisions on sewer. Plummer-Welker stated that Maryland's Sustainable Growth & Agricultural Preservation Act of 2012 reduces where counties can create major subdivisions and can reduce development in agricultural areas.

Boonchaisri added the Comprehensive Plan is what makes Calvert County unique. She explained this document helps maintain the county's rural character, charm, look and culture. Boonchaisri stressed to the group that the Comprehensive Plan is an important document that will direct CPB for the next decade. Plummer-Welker added the document will not only direct CPB, but other departments in the county. Cook

informed the group that the Comprehensive Plan has a website (www.co.cal.md.us/futurecalvert) to alert the public to updates.

Plummer-Welker stated that CPB staff met with the BOCC in a work session to discuss dissolving the Architectural Review Committees. The BOCC voted to keep the committees with added stipulations. Plummer-Welker said CPB staff is working through the BOCC's directions to keep the committees but reduce their involvement.

Moore expressed concern with this decision, stating that new stipulations will affect small business owners. The current proposal dictates that national brands are exempt from the Architectural Review Committee process but small businesses will still need to go through the committee. Moore said this is an extra step for small business owners. Plummer-Welker, responded that the decision regarding the Architectural Review Committee will go through a public hearing process, allowing the public to weigh in.

A. Dominion

Boonchaisri said Dominion is still on track with their proposed expansion project at Cove Point. She stated she recently spoke with Mike Frederick, Vice President, who reported that Dominion currently has 3,000 craft workers on site. Boonchaisri added that Dominion is set to complete construction by the end of 2017.

Moore inquired about plans to cope with the business loss that will occur when Dominion's construction is complete and its current employees leave. Boonchaisri responded this issue was discussed with economist Anirban Basu during the strategic plan process and it will be considered in the draft. Boonchaisri added that the number of employees who relocated to Calvert County for the Dominion project have had a positive impact on local businesses, and Basu was asked to consider what will happen once these employees leave.

Ray Mahar asked if a survey has been conducted to see where the current Dominion employees live. He said it seems many employees head to St. Mary's County at the end of their shifts. Mahar asked how much income Calvert County sees from these employees. Moore responded that St. Mary's County offers more temporary housing.

B. Patuxent Business Park

Boonchaisri said Dominion's warehouse located in Patuxent Business Park (PBP) is making steady progress. Balinski asked if the warehouse would have office space and Robertson-Slagle responded that it will. Kelly Robertson-Slagle explained that by choosing to locate in the back of PBP, Dominion has opened opportunities for new businesses. For example, Dominion added a gas line to the back of PBP, where previously there was only a gas line located in the front of the park. Robertson-Slagle said this helps make it more affordable for new businesses to locate to PBP.

Mahar inquired what the county planned to do with Dominion's offsite land. Robertson-Slagle responded that Linda Vassallo would provide an update at the next EDC meeting. Plummer-Welker added that Comprehensive Plan update discussions suggested ideas to build an indoor recreation facility.

Balinski inquired as to the stipulations of a business locating in PBP, adding that she knew of a business requiring chemical storage that was not able to locate in PBP and instead based their business in St. Mary's County. Boonchaisri responded there are covenants for PBP and the original vision for the park was as an office park, not an industrial park. Boonchaisri stated the Maryland Department of Commerce and the Maryland Economic Development Cooperation have become more open to a variety of businesses locating

in PBP. Moore inquired if stipulations could be removed. Boonchaisri stated staff would still like to refrain from PBP becoming an industrial park, but agreed with Moore that it may be time to remove some stipulations. She added that all businesses interested in locating to PBP are given consideration, regardless of their industry sector.

C. Maryland Broadband

Balinski asked if any EDC members received a survey from Comcast. She explained that she received the survey and asked Comcast's consultant if it could be shared but was told it could not. The consultant stated the survey was given to random Comcast customers and members of under-served areas of Calvert County would be contacted soon. Robertson-Slagle stated the Economic Development office would look into the status of the survey.

D. Armory Square

No update was reported for the Armory Square property.

NEXT MEETING

Cox said the next EDC meeting will be held March 8, 2017. Boonchaisri added that Economic Development staff is working on an educational workshop for commercial realtors to be held within the next few months.

MISCELLANEOUS

- Balinski inquired if a manufacturing forum would be held. Robertson-Slagle replied that staff had attempted to hold a meeting twice during the summer but were unsuccessful. She added that staff will attempt to hold a forum during a different time of the year. She explained the Economic Development office has a lot of interaction with the manufacturing community on a regular basis.
- Robertson-Slagle announced that Economic Development's business survey will be released in the spring.
- Boonchaisri reminded the group that Calvert County Restaurant Week will be held February 17-26.
- Cox stated the Calvert County Farm Bureau's Farm-to-Table breakfast will be held March 25 at the Calvert County Fairgrounds.

ADJOURNMENT

With no further business to come before the EDC a **motion** to adjourn was made by Charles Cox at 9:46 a.m. The motion was seconded by Carrie Polk and carried.