

MINUTES

Baltimore County Planning Board Meeting

October 17, 2024

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- Appendix A Baltimore County Landscape Manual Update Staff Presentation
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Note: A copy of the appendices is located in the official digital Planning Board files.

**Baltimore County Planning Board Meeting Minutes
October 17, 2024**

Call to Order, Introduction of Board Members

Vice-Chair Brophy called the meeting to order at 4:30 PM, welcomed everyone, and informed everyone she would be conducting the meeting, as Chair Holupka could not be in attendance. A roll call to account for the members of the Board was conducted. Through the meeting, the following Board members were:

Present	Absent
1. Ms. Emily Brophy, Vice-Chair	1. Mr. S. Chris Haffer
2. Mr. Peter Arrey	2. Mr. Shafiyq Hinton
3. Ms. Beverly German	3. Mr. C. Scott Holupka, Chair
4. Mr. Mark Heckman	4. Mr. Wayne McGinnis
5. Mr. Steven Heinl	5. Mr. Todd Warren
6. Mr. Derick Johnson	
7. Mr. Howard Perlow	
8. Ms. Cathryn Pinheiro	
9. Ms. Cathy Wolfson	

Attending County staff included: Mr. Steve Lafferty, Ms. Amy Mantay, Ms. Jennifer Meacham, Mr. Austin Broderick, Ms. Taylor Bensley, and Ms. Courtney Rachuba, all of the Department of Planning; and Ms. Sally Nash from the Department of Permits, Approvals, and Inspections.

Review of Today's Agenda

Ms. Bensley reported there were no changes to the Tentative Agenda published October 10th, 2024.

Minutes of the October 5, 2023 Meeting

Vice-Chair Brophy asked the Planning Board members if they had any changes to the September 5th, 2024 Minutes. Hearing none, Vice-Chair Brophy called for a motion to approve the Minutes as drafted. Mr. Arrey moved to approve the Minutes as drafted. Ms. Wolfson seconded the motion, which passed at 4:32 PM with affirmative votes being cast by Mr. Arrey, Ms. German, Mr. Heckman, Mr. Heinl, Mr. Johnson, Mr. Perlow, Ms. Pinheiro, and Ms. Wolfson. There were no dissenting votes.

Item for Introduction

1. Baltimore County Landscape Manual and Open Space Manual Updates

Vice-Chair Brophy stated that the first item on the agenda was a presentation by Ms. Sally Nash of the Department of Permits, Approvals and Inspections on updates to the Baltimore County Landscape Manual and the Baltimore County Open Space Manual. She continued that after the introduction, she would call for motions to set public hearings on both manuals. She then welcomed Ms. Nash.

Ms. Nash, Deputy Director of the Department of Permits, Approvals, and Inspections (PAI), explained that both of the manuals had not been updated since the year 2000, and that PAI worked with the Department of Planning, the Department of Recreation and Parks, and the Department of Environmental Protection and Sustainability to update the manuals to make them more concise and compliant with current laws. She continued that since July, PAI had worked with six landscape architects, meeting every two weeks to sort through the manuals to confirm they were easy for County landscape architects to use. She noted that she would present more details at the November 7th Planning Board meeting, but that graphics, text, and the appendices had been updated. She concluded her presentation by noting that the manuals circulated to the Board included changes that the committee had made in red, and the clean versions showed how the manuals would read, if adopted by County Council.

Vice-Chair Brophy thanked Ms. Nash for her presentation and opened the floor up to questions and discussions from the Board.

Ms. Wolfson asked if the manuals were refined for only design or if they included updates to the content as well. Ms. Nash replied that the Department touched on both content and design, but did not make any radical changes. She stated that new conditions had been added to the Landscape Manual for solar facilities, which previously had no standards. She reiterated that the Department had not made many changes to standards, but edited introductions and explanatory text.

Ms. Wolfson stated that she understood Baltimore County had established climate action plans in 2021, and asked if that would be referenced in the Open Space Manual. Ms. Nash replied that the Landscape Manual touched on sustainability and landscaping, and how it can be made more functional in different conditions.

Ms. Wolfson stated that in 2015, Baltimore County purchased 255 acres for Granite Park which was 98% forested and paid for partially by Open Space funds. She questioned if preservation would be included in the Open Space Manual. Ms. Nash replied that the Open Space Manual was formally called the Local Open Space Manual, and it had been changed to Residential Open Space, because it was different than the Open Space program through the State. Ms. Nash continued that the manual was local to Baltimore County to ensure residential projects provided adequate space for recreational use. Ms. Wolfson then asked what manual passive parks were addressed in. Ms. Nash replied that although parks were referenced in the manuals, passive parks were exclusively handled by the Department of Recreation and Parks, who partnered with PAI for both manuals.

With no further questions or comments, Vice-Chair Brophy called for a motion to set a Public Hearing for the Landscape Manual. Ms. Wolfson moved that the Baltimore County Planning Board sets an in person public hearing regarding the Baltimore County Landscape Manual Update for Thursday, November 7th, 2024 at 5:00 PM. Ms. Pinheiro seconded the motion, which passed at 4:39 PM with affirmative votes being cast by Mr. Arrey, Ms. German, Mr. Heckman, Mr. Heinl, Mr. Johnson, Mr. Perlow, Ms. Pinheiro, and Ms. Wolfson. There were no dissenting votes.

Vice-Chair Brophy then called for a motion to set a Public Hearing on the Open Space Manual. Ms. Wolfson moved that the Baltimore County Planning Board sets an in person public hearing regarding the Baltimore County Open Space Manual Update for Thursday, November 7th, 2024, immediately following the conclusion of the Public Hearing on the Baltimore County Landscape Manual. Mr. Arrey seconded the motion, which passed at 4:40 PM with affirmative votes being cast by Mr. Arrey, Ms. German, Mr. Heckman, Mr. Heinl, Mr. Johnson, Mr. Perlow, Ms. Pinheiro, and Ms. Wolfson. There were no dissenting votes.

Other Business

2. Report from the September 12, 2024 and October 10, 2024 Meetings of the Landmarks Preservation Commission

Ms. Bensley gave a report on the major actions of the September 12th and October 10th, 2024 Landmarks Preservation Commission meeting.

3. Recent County Council legislation of interest to the Board:

Ms. Bensley gave a report on the recent legislation passed by the County Council of interest to the Board, which included:

- a. Bill 63-24 – Tax on Vacant Structure
- b. Bill 68-24 – Rental Housing Licenses – Short-Term Rental License
- c. Bill 69-24 – Zoning Regs. – Uses Permitted in the Residential-Office (R-O) Zone - Uses in the Pikesville Design Review Area
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Before the adjournment of the meeting, Mr. Perlow announced his resignation from the Planning Board. He thanked Director Lafferty and the Planning staff for the support they had provided to him for the last 14 years, to which Mr. Lafferty thanked Mr. Perlow for his many years of volunteer service on the Board.

Adjournment of the Board Meeting

Vice-Chair Brophy called for a motion to adjourn the meeting. Mr. Perlow moved to adjourn the meeting. Mr. Heint seconded the motion, which passed at 4:50 PM with affirmative votes being cast by Mr. Arrey, Ms. German, Mr. Heckman, Mr. Heint, Mr. Johnson, Mr. Perlow, Ms. Pinheiro and Ms. Wolfson. There were no dissenting votes.

The meeting adjourned at 4:50 PM.
