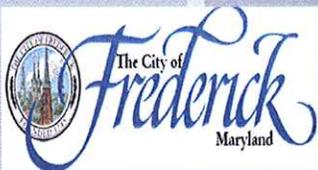
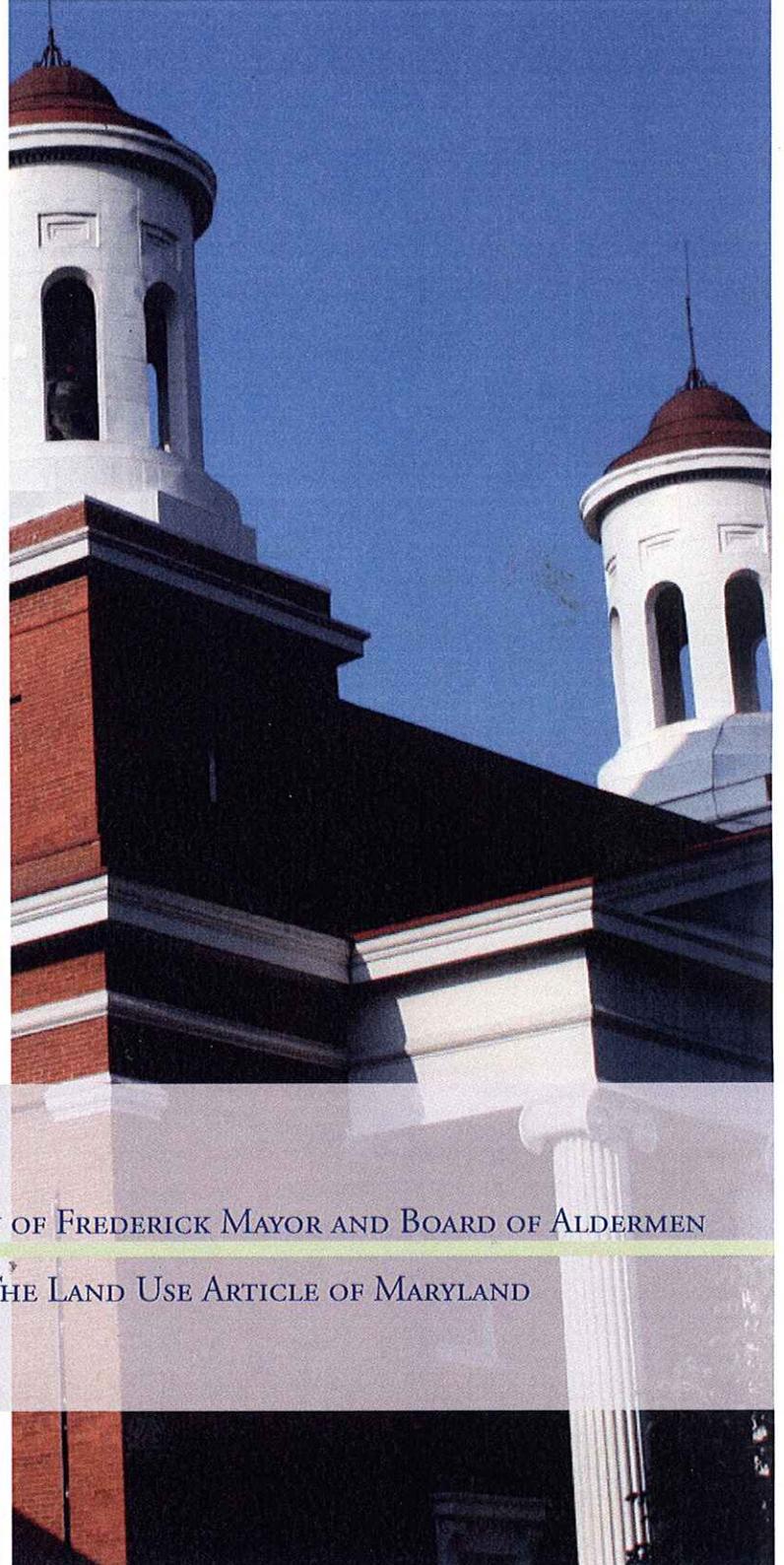


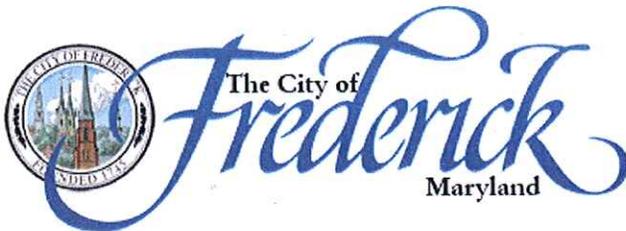
CITY OF FREDERICK Planning Department
Annual Report



PREPARED FOR THE CITY OF FREDERICK MAYOR AND BOARD OF ALDERMEN
IN ACCORDANCE WITH THE LAND USE ARTICLE OF MARYLAND



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Michael C. O'Connor
Shelley M. Aloï
Carol L. Krimm
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Kelly Russell, President Pro Tem
Michael C. O'Connor
Josh Bokee
Phil Dacey
Donna Kuzemchak

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Kate McConnell, Vice-Chairman
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Aldermanic Member
Andrew Brown
William Ryan

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Gary Baker, RA
Shawn Burns
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Liasian

Ed Hazlett
Phil Dacey
Bradford Dyjak

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Code Enforcement Inspector

Transportation Planner

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Development Review Planner

Development Review Planner

Historic Preservation Planner

Historic Preservation Planner

Code Enforcement Inspector

Administrative Assistant

Development Review Planner

Administrative Assistant

Code Enforcement Inspector

Code Enforcement Inspector

Administrative Assistant

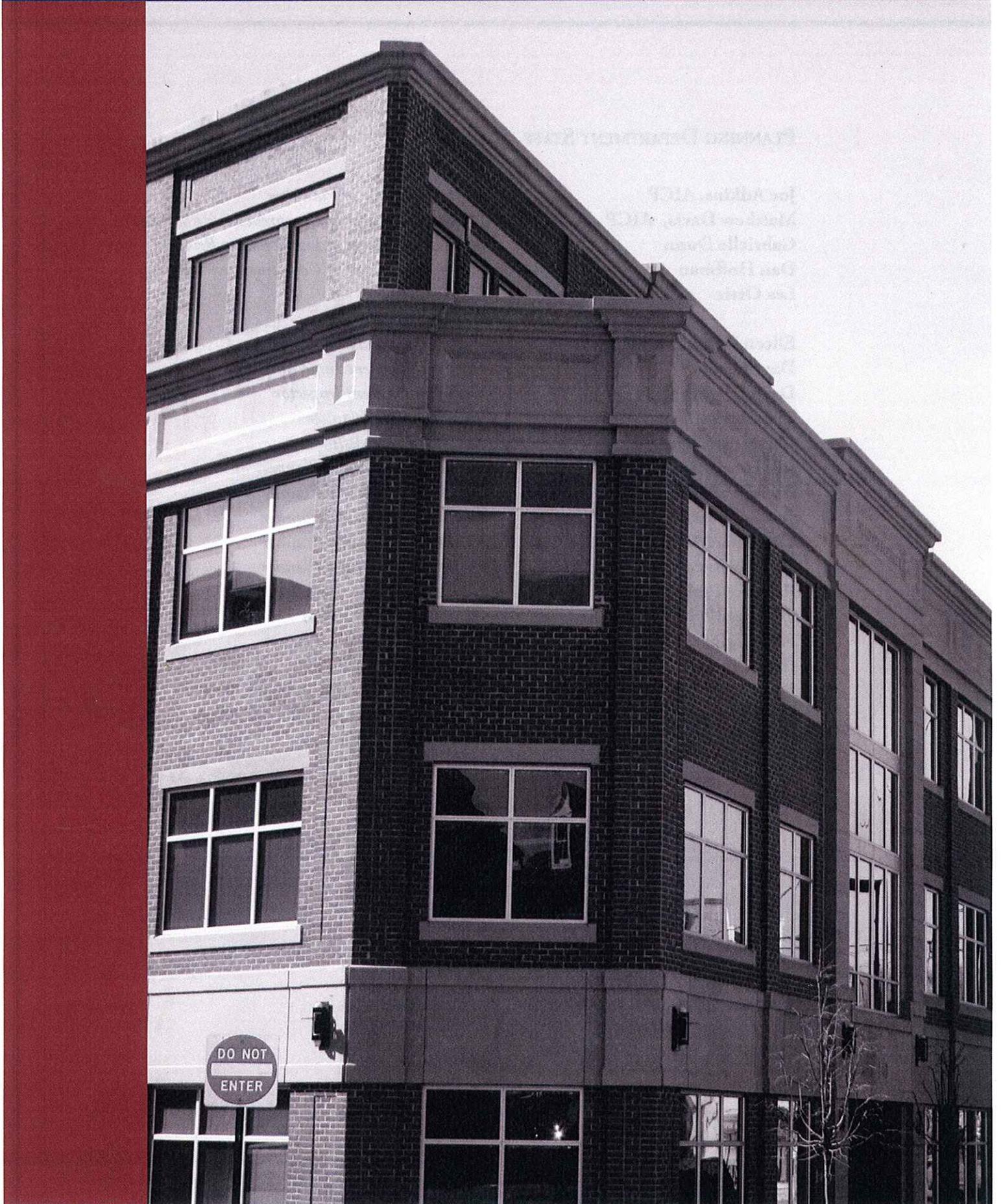
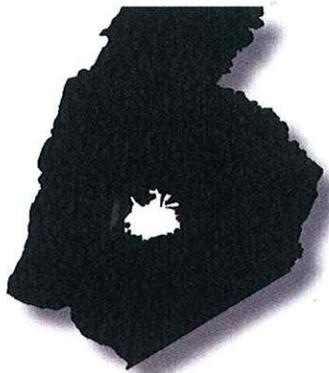
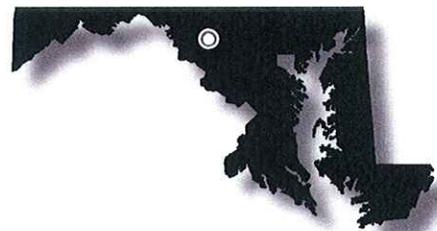
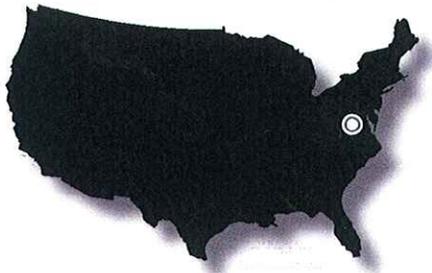


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FREDERICK, MARYLAND

CITY PROFILE



GEOGRAPHY

Total Land Area 23.37 square miles

POPULATION

Total Population (2010) 66,382*

Projected (2020) 75,113***

Projected (2030) 92,053**

Percent Non-white(2013) 33.1%

Median Age (2013) 34.5

EMPLOYMENT

Civilian Labor Force 35,040****

 Employed 33,363****

 Unemployed 1,780****

Unemployment Rate 5.1%

Median Household Income \$65,070

HOUSING

Total Units 27,550*

 Owner Occupied 14,556*

 Renter Occupied 11,133*

 Vacant 1,861*

Median Value \$255,600

Median Monthly Owner Cost (mortgage dollars) \$1,923

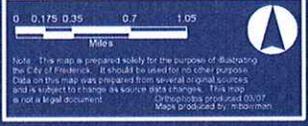
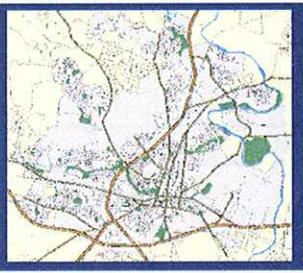
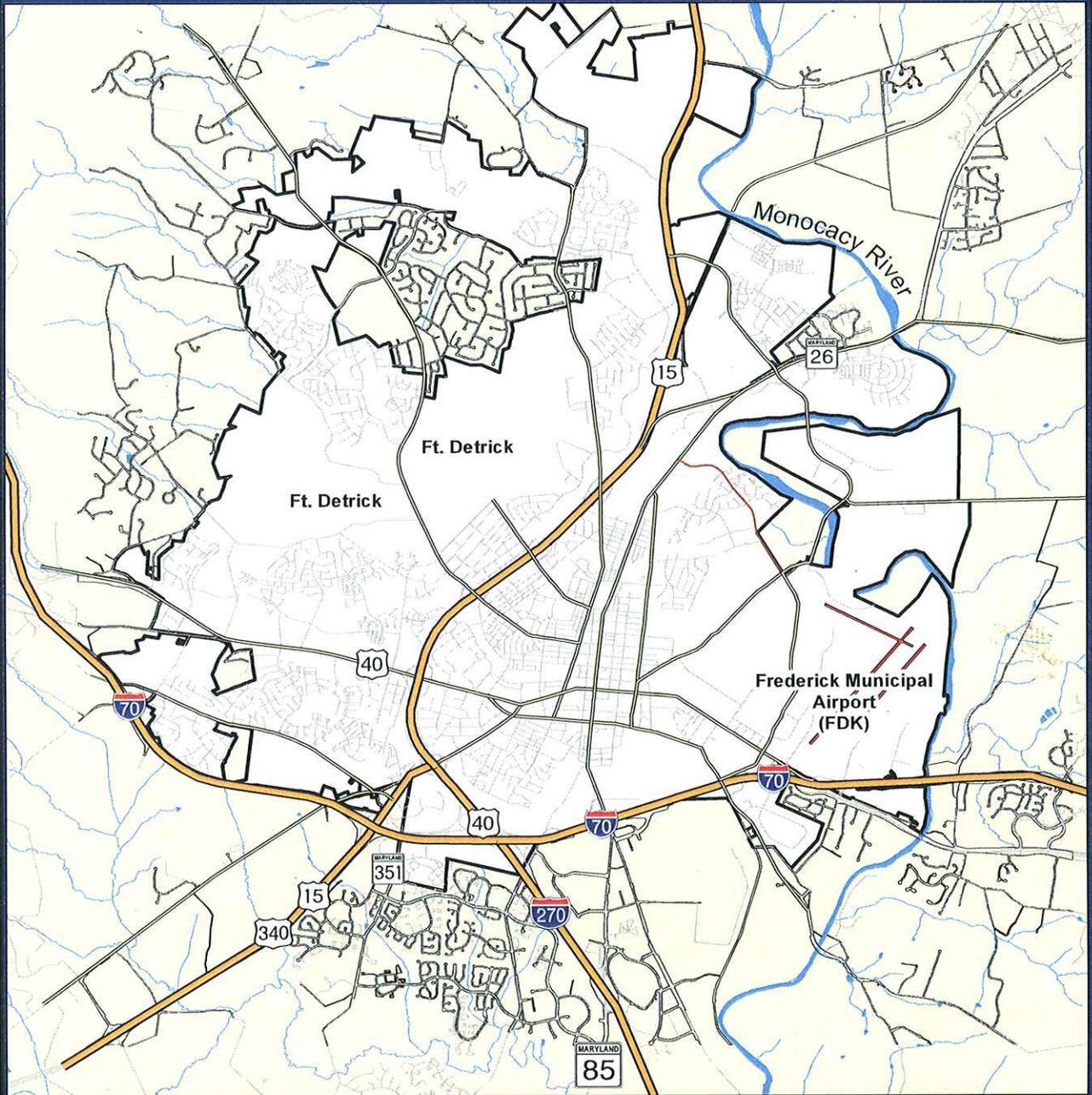
Source: U.S. Census Bureau, 2008-2013 American Community Survey

** Frederick County Planning Department

***Maryland Department of Planning

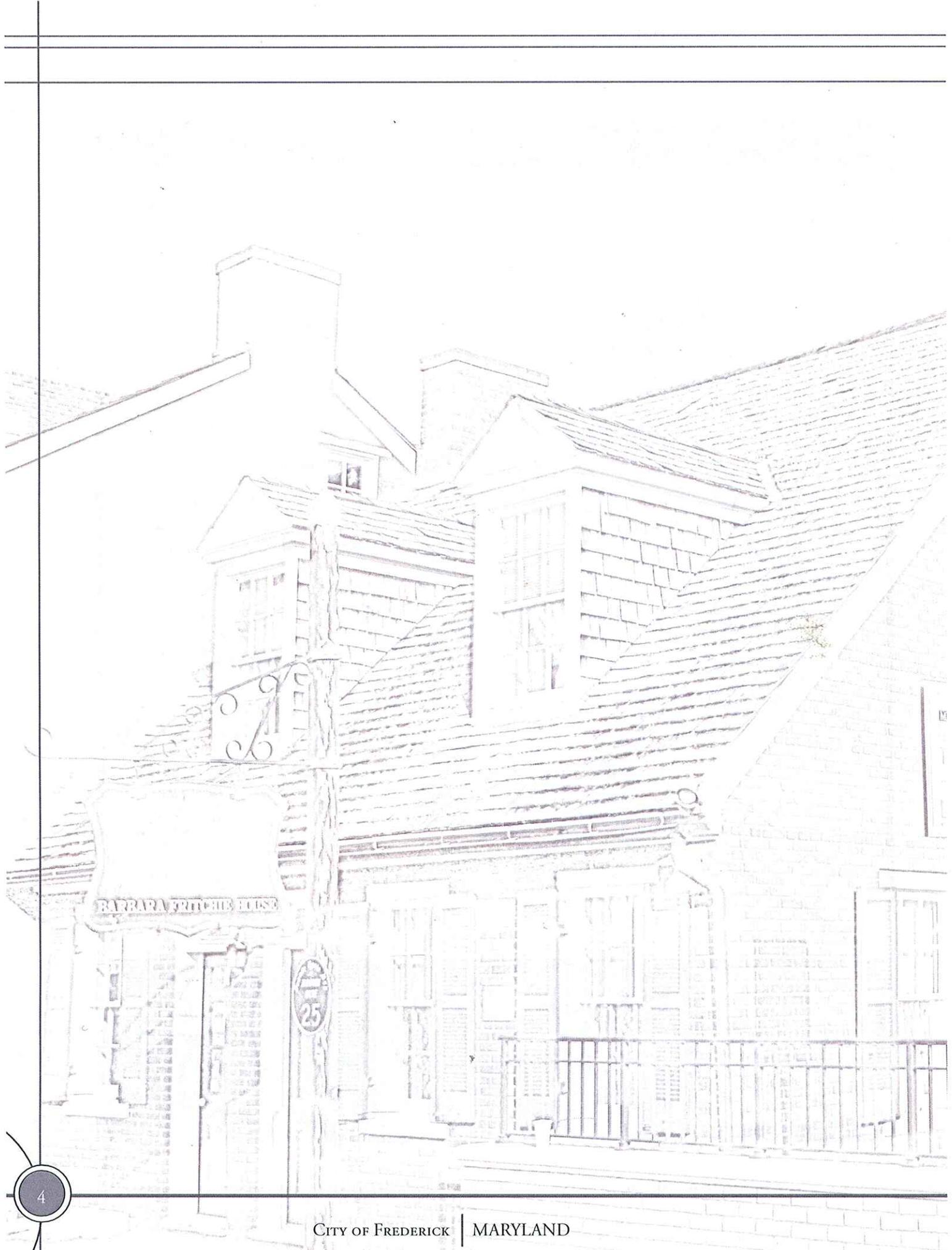
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City of Frederick



Note: This map is prepared solely for the purpose of illustrating the City of Frederick. It should be used for no other purpose. Data on this map was prepared from several original sources and is subject to change as source data changes. This map is not a legal document. ©2013 City of Frederick. All rights reserved.

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Dear Frederick City Residents:

The Planning Department has been working hard in making The City of Frederick a desirable place to live. While we all know that The City of Frederick is a great place to live, work and play, several accolades have been awarded to the City in 2013. It is always reassuring that others can see the hard work that the City is doing to make this a wonderful community.

- Top 100 Places to Live (40th) – Livability.com
- #1 Most Secure Places to Live in the U.S. -“America’s Safest, Most Secure Places To Live,” Forbes
- Community Excellence Award for the History Bicycle Loop Program - MML
- Sustainable Maryland Certified Municipality – Environmental Finance Center UMD
- Top Eight Small Town Comebacks - CNN

Since the 2008 Recession the number of new residential units did not top 400 dwelling units until 2013. The City has finally exceeded the historic average of approximately 500 dwelling units a year with 736 dwelling units in 2013. This is a positive sign that the economy has turned around. I expect this number to return to near the historic average in the near future.

In 2014, the Planning Department will work with the Golden Mile Alliance, East Frederick Rising and the Downtown Frederick Partnership in creating the Patrick Street corridor. This corridor has historically been the backbone of the City providing a variety of uses and employment opportunities. The Planning Department will be taking on efforts to improve these areas in the City. Additionally, the Planning Department will be focusing its efforts on:

- Restaurants with Entertainment
- Blighted & Vacant Properties
- LMC Revisions
- Sustainability Issues

We believe that good planning starts at the local level. In 2014 the Planning Department will continue to work on projects that address local issues.

Joseph A. Adkins, AICP
Deputy Director for Planning

A NOTE FROM THE DEPUTY DIRECTOR

CITY OF FREDERICK PLANNING DEPARTMENT

LINE OF BUSINESS

CITY OF FREDERICK PLANNING DEPARTMENT

OUR MISSION

To support the practice of good planning, the Planning Department strives to provide leadership in assisting City representatives in making informed decisions concerning land use, built environment, and heritage resources. Through education, the Planning Department assists in responding to the defined needs of the City and provides information and recommendations to citizens and decision makers of the City of Frederick so jointly a long term sustainable vision can be achieved.

PLANNING

Long
Range

Development
Review

Zoning

Transportation

Community
Outreach

HISTORIC PRESERVATION

Development
Review

Structure
Rehabilitation

Preservation
Incentives

Community
Outreach

HOUSING AND COMMUNITY DEVELOPMENT

Affordable
Housing

Housing
Rehabilitation

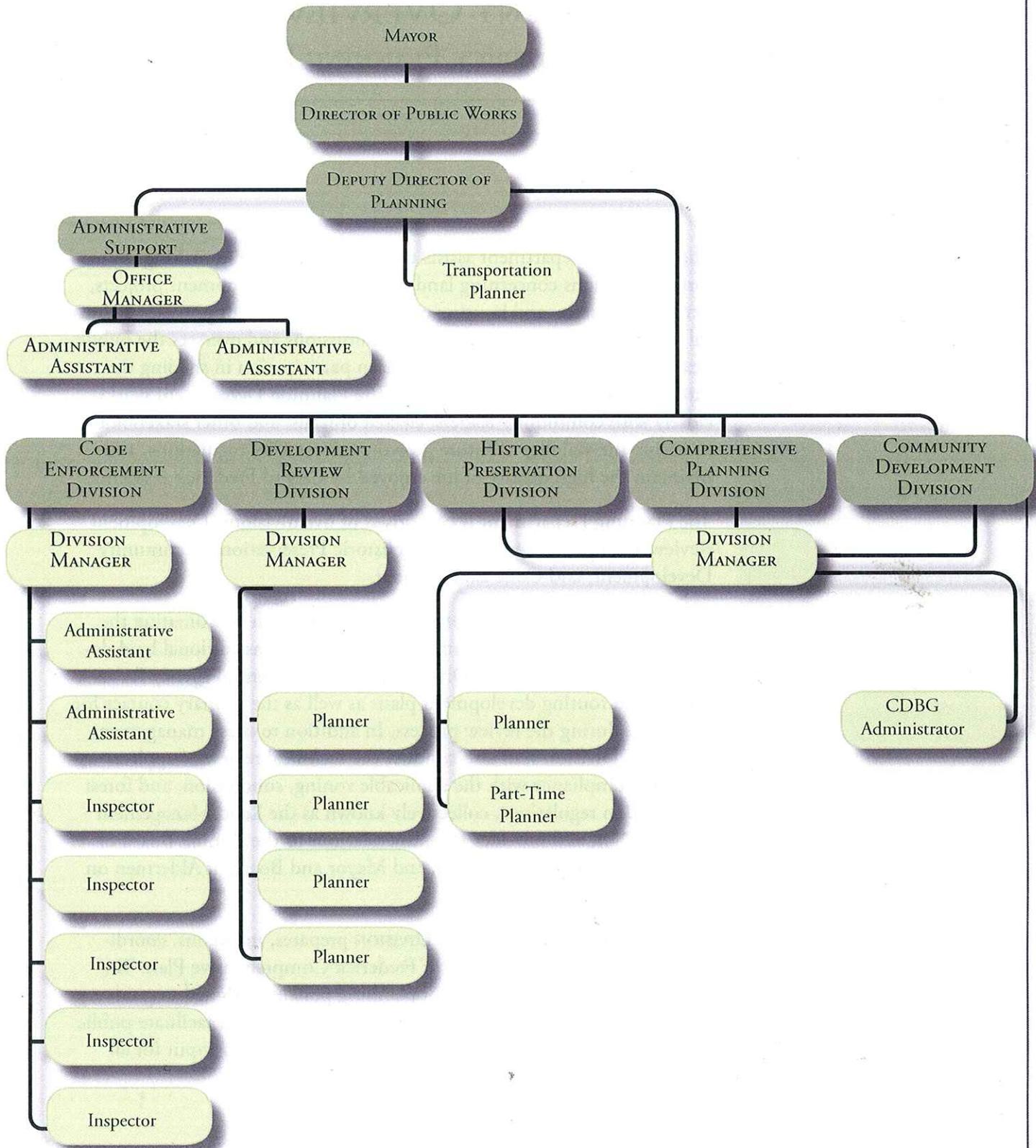
Community
Development

Community
Outreach

CODE ENFORCEMENT

Code Enforcement

Community
Outreach



DEPARTMENT OVERVIEW

CITY OF FREDERICK PLANNING DEPARTMENT

The Planning Department assists the City's leadership in making informed decisions concerning land use, proposed development projects, heritage resources, and housing opportunities. The staff provides technical assistance to various boards and commissions and oversees the public hearing process, thereby enabling citizen participation in shaping the future of Frederick's neighborhoods. The Planning Department works closely with community leaders, elected officials, and other stakeholders to ensure the viability of future growth, enforce City regulations, and maintain the high quality of life enjoyed by City of Frederick residents.

The Planning Department is comprised of five divisions: Development Review, Comprehensive Planning, Historic Preservation, Community Development, and Code Enforcement.

THE DEVELOPMENT REVIEW DIVISION is charged with coordinating the review process for all commercial, residential, and institutional land development in the City. The Division serves as the central agency for receiving and routing development plans as well as the primary contact for applicants during the review process. In addition to these management functions, Division staff also conduct the technical review of applications for compliance with the applicable zoning, subdivision, and forest conservation regulations, collectively known as the Land Management Code (LMC), and provides recommendations to the Zoning Board of Appeals, Planning Commission, and Mayor and Board of Aldermen on pending land use applications.

THE COMPREHENSIVE PLANNING DIVISION prepares, maintains, coordinates and administers the City of Frederick Comprehensive Plan. The Comprehensive Plan is a series of planning policies designed to guide and manage the future growth of the City. Division staff facilitate public meetings to ensure citizen participation and community input for all planning initiatives.

THE HISTORIC PRESERVATION DIVISION coordinates and reviews applications for improvements in the Historic Preservation Overlay Zones. Division staff members provide technical assistance, analysis and research services to the Historic Preservation Commission, other City agencies, and the public. The Division administers the designation program, historic preservation tax credit program, and the demolition review ordinance. The Division also provides project management for various historic preservation grants and coordinates the City's responsibility under the Federal Section 106 program. Division staff coordinate outreach and educational opportunities related to historic preservation including training, newsletters, brochures, workshops, annual awards program and Historic Preservation Month activities. The Division also assists in the adoption of updates/revisions to the Land Management Code or other development regulations related to historic preservation as well as in the preparation of the Comprehensive Plan.

THE COMMUNITY DEVELOPMENT DIVISION promotes strong communities by administering Federal entitlement dollars that the City of Frederick receives from the U.S. Department of Housing and Urban Development. Division staff manage the City's Federal Community Development Block Grant (CDBG) Program to achieve goals and objectives set forth in the City of Frederick's Consolidated Plan, 2010-2015 with the overall goal of assisting low- and moderate-income persons and neighborhoods.

THE CODE ENFORCEMENT DIVISION proactively enforces laws and codes to strengthen the City of Frederick. Division staff work to protect and promote safe and sound buildings and neighborhoods, making the City of Frederick not only a desirable place to live and work, but also a memorable place to visit.

DIRECTORY OF SERVICES

CITY OF FREDERICK PLANNING DEPARTMENT

The Planning Department's divisions each perform many services, including the following:

DEVELOPMENT REVIEW SERVICES

- Project Review
 - Review master plans, subdivision plans, sketch plans, site plans, forest conservation plans, improvement plans, and building permit applications for compliance with all applicable sections of the Land Management Code
 - Review and draft applications for amendments to the Land Management Code
 - Review applications for zoning map amendments
- Verification Services
 - Provide verification letters upon request by applicants for zoning compliance and confirmation of nonconforming uses.
 - Provide written verification as to the permissibility of uses in specific locations to other state and local agencies including the Frederick County Liquor Board and the Maryland Motor Vehicles Association in conjunction with licensing applications
- Customer Service
 - Provide “Planner-on-Call” services five days a week from 8 AM - 4 PM
 - Provide “One Stop Shop” permitting support on a weekly basis to allow same-day permitting.

COMPREHENSIVE PLANNING SERVICES

- Comprehensive Plan
 - Maintain and update the City's Comprehensive Plan in compliance with State requirements
- Small Area Plans
 - Implement the goals and recommendations of the City's Comprehensive Plan through neighborhood-level plans
- Inter-jurisdictional Coordination
 - Coordinate with Frederick County and the State of Maryland on planning efforts that cross jurisdictional boundaries

TRANSPORTATION PLANNING SERVICES

- Airport Planning
 - Conduct project management for the Airport Master Plan, hangar development, Air Traffic Control Tower, Comprehensive Environmental Assessment (EA), and Bailes Lane Re-Use Plan
 - Manage Airport Capital Improvement Plan process, including Federal, State and County participation
 - Ongoing property and equipment acquisitions
- Transportation Planning
 - Conduct local planning efforts such as Shared Use Path Plan Updates / Preliminary On-Street Network Planning "Sharrows"
 - Participate in State transportation plans including the I-270/US 15 Multimodal Corridor Study
 - Participate in Metropolitan Washington Council of Governments plan efforts:
 - Analysis of North/South Parallel Road options
 - Partner with other agencies to promote events for safe pedestrian and bicycle activity
 - Capital Improvement Plans (CIP)
 - Project Manage or team membership for roads, bridges, sidewalks, shared use paths, streetscape enhancement, Wayfinding and Rails to Trails

HISTORIC PRESERVATION SERVICES

- Provide technical assistance to applicants seeking Historic Preservation Commission approval
- Review applications for alterations, construction and demolition in the Historic Preservation Overlay
- Coordinate Historic Preservation Commission review of cases
- Manage the Administrative Approval Program
- Administer the Historic Preservation Tax Credit Program
- Project management for Certified Local Government grants
- Administer the demolition review ordinance
- Assist in the review of development applications that have the potential to impact historic resources outside the Historic Preservation Overlay, such as those on the National Register of Historic Places
- Coordinate Section 106 Review for historic properties in compliance with the National Historic Preservation Act
- Coordinate training, education and outreach efforts related to historic preservation
- Assist in “One Stop Shop” permitting

CODE ENFORCEMENT SERVICES

- Provide proactive enforcement of laws and codes, including:
 - Property Maintenance Code for existing structures
 - Livability Code for rental dwellings
 - Frederick City Code
 - Land Management Code

COMMUNITY DEVELOPMENT SERVICES

- Administer the City’s Community Development Block Grant (CDBG) allocation
 - Prepare the 5-Year Consolidated Plan
 - Prepare Annual Action Plan and end-of-year Consolidated Annual Performance and Evaluation Report (CAPER)
 - Disburse grant funds to non-profit subrecipients and monitor grantees
 - Programs to Affirmatively Further Fair Housing
- Provide housing assistance through the following programs:
 - Sold On Frederick II: Down payment and closing cost assistance (up to \$8,000) for income-qualified, first-time homebuyers within the City limits
 - Operation Rehab: Rehabilitation assistance loans for owner-occupied housing units
 - MEA Keeping Frederick Green: Energy efficiency audits and retrofits to eligible homeowners
 - Acquisition for Rehab: Purchase of blighted and/or vacant properties for housing rehabilitation or new construction
 - Homebuyer Education

COMMUNITY ENGAGEMENT

CITY OF FREDERICK PLANNING DEPARTMENT

The Planning Department provides staff support or acts as a liaison for the following Boards, Commissions, or community organizations:

BOARDS AND COMMISSIONS

Mayor and Board of Aldermen
Planning Commission
Zoning Board of Appeals
Historic Preservation Commission
Airport Commission
Bicycle Pedestrian Advisory Committee
Parks and Recreation Commission
Neighborhood Advisory Councils
Fair Housing Commission
Streets and Sanitation Committee
Affordable Housing Council
Monocacy Scenic River Citizens' Advisory Board
Metropolitan Washington Council of Governments Transportation Planning Board
Maryland Association of Historic District Commission (MAHDC) Board of Directors

TASK FORCES AND WORKGROUPS

East Frederick Rising
Frederick Area Committee on Transportation (FACT)
Catoclin Mountain Scenic Byway Advisory Committee
Transportation Impact Fee Development Task Force
Alleyway Development Task Force
Heart of the Civil War Heritage Area
Frederick County TransIT Services Advisory Committee (TSAC)
Downtown Retail Committee
Historic Preservation Awards Committee
Frederick's Most Wanted
Mental Health Association
Maryland Historical Trust
Downtown Parking Task Force
Bicycle AD HOC Committee
MDOT Bicycle and Pedestrian Partnership Program
Golden Mile Alliance
Frederick County Municipal Planners Group
CDBG AD HOC Committee
Blighted and Vacant Task Force
Maryland Association of Historic District Commissions

PLANNING EFFORTS

CITY OF FREDERICK PLANNING DEPARTMENT

COMPREHENSIVE PLAN - 2010 UPDATE

The Comprehensive Plan is used as a tool for citizens, staff and elected officials in determining how the City of Frederick should grow during the next 20 years. The 2010 plan update process began in spring 2008, and included over 70 public meetings with citizens' groups, the Planning Commission, the Mayor and Board of Aldermen, and other City commissions. Over 250 people attended these meetings. Additional tools for public input included an online survey, which yielded 500 responses and 1,100 comments. Residents were also invited to submit photos of features that embody Frederick's character.

The most significant land use policy change reflected in the plan was the establishment of three growth tiers (Infill and Redevelopment Opportunities, Municipal Growth Boundary, and Future Growth Areas). The plan emphasizes growth in the Infill and Redevelopment Opportunities tiers.

The Mayor and Board of Aldermen adopted the plan on November 19, 2009. Following adoption, the next steps are to start implementing the policies of each of the Plan's elements, and to review the zoning map in order to establish regulations consistent with the plan. During 2011, the Planning Department began the process of Small Area Planning to address specific parts of the city in greater detail and is continuing these efforts with the Golden Mile Small Area Plan and East Frederick Rising. The City is undertaking the 5 year implementation plan update due in November of 2014.

SMALL AREA PLANNING

The 2010 Comprehensive Plan Update identified seven planning areas and recommended that a separate, more detailed Small Area Plan be completed for each area. These neighborhood-level plans will address land use, transportation, and a variety of other topics. The plans are intended to help implement the recommendations of the 2010 Comprehensive Plan and Land Use Map, which form the policy framework for the Small Area Plans. Ultimately, each plan will be presented to the Mayor and Board of Aldermen for adoption.

The first plan was drafted for the Golden Mile / US 40 corridor. This area is an important economic engine for the City and for Frederick County, as well as a critical transportation route. However, the corridor is characterized by a lack of connectivity between commercial uses which discourages pedestrian access between neighborhoods and adjacent commercial areas. A significant challenge for the Golden Mile Small Area Plan will be transforming the corridor one type that can serve users of all travel modes, including pedestrians, bicycles, and transit. Adoption occurred in January of 2013.

URBAN FORESTRY MANAGEMENT PLAN

The Urban Forestry Management Plan is intended to provide strategies, goals, policies, standards, and actions to protect, enhance, increase, and preserve the tree canopy for the benefit of the City of Frederick. The intent of the Plan is to help coordinate and improve tree management in an equitable, economical, and sustainable manner. The Planning Commission reviewed the draft plan on April 13, 2009 and made a recommendation for the Plan's adoption to the Mayor and Board of Aldermen. The University of Vermont, Spatial Analysis Laboratory, was contracted to re-evaluate the percentage of urban tree canopy within Frederick, based on the latest available information (2007 data). The Urban Forestry Management Plan was adopted by the Mayor and Board of Aldermen on April 15, 2010.

EAST FREDERICK RISING

The Planning Department is currently providing staff resources to a community-based planning effort in East Frederick. The East Frederick Rising Community Development Corporation seeks to address land use, transportation, and urban design issues within and east of the East Street corridor. The vision of this planning effort is to develop a mixed use community of commercial and residential uses, based on the design principles of the City's historic district. The project has been divided into phases, which include: Concept, Draft Plan, and Building Regulations. The Concept phase was completed in September 2010 and adopted in November 2010 by both the Planning Commission and the Mayor and Board of Aldermen. The draft planning stage is expected to begin once the Golden Mile Small Area Plan is completed. East Frederick Rising obtained non-profit status in 2012.

MARYLAND TRANSIT ADMINISTRATION LEASE FOR THE RAILS WITH TRAILS PROJECT

The Rails with Trails lease with the Maryland Transit Authority is an agreement between the City and State that over the next 50 years a projects for a multi-user path will be constructed. Under this agreement, the City must provide for adequate insurance for such a facility and the storage of rails that are removed. The lease has no cost implication associated with it. Partners along the route include the Walkersville Southern Recreational Railroad, Canterbury Station, and Clemson Corner.

City Historic Preservation Property Tax Credit program

In 2013 the Historic Preservation Commission and the Planning Department forwarded the first round of tax credit applications to the Finance Department since the program was adopted by the Mayor and Board of Aldermen in 2012. Under this new program, tax paying property owners may apply for a credit equal to ten percent of the properly documented expenditures incurred for exterior work that contributes to the restoration or preservation of a structure designated by the City of Frederick as a Historic Preservation Overlay zone. In the program's first year the total amount of the tax credit granted was \$9,099.07 and nine property owners qualified.

Individual Historic Property Documentation

In 2012 the City was awarded a \$13,000 Certified Local Government grant from the Maryland Historical Trust that will be used to complete the Maryland Inventory of Historic Properties (MIHP) forms for nine historic properties. The MIHP form is the standard format used for all architectural and historical investigations in the state and provide a detailed architectural description, history, maps, and photographs. This project was completed in 2013.

City-wide Demolition Review

In 2013 the Mayor and Board of Aldermen implemented a City-wide demolition review ordinance as a way to ensure that potentially significant undesignated historic resources are not demolished without notice to the community and the opportunity to be protected if appropriate. None of the nine requests for demolition review in 2013 were determined to be architecturally or historically significant and certificates to demolish without delay were promptly issued.

Guidelines for Individual Properties and Small Districts

Throughout 2013 the Historic Preservation Designation Committee met to prepare updated design guidelines for individual properties and small districts. The draft provides more detailed guidance on recommended rehabilitation treatments and provides specific guidance for more resource types such as agricultural resources and modern resources. The Historic Preservation Commission will review the draft guidelines and seek public input in 2014 before seeking approval from the Board of Aldermen.

Maryland Preservation Award for Excellence in Media & Publications

On January 31, 2013, Mayor Randy McClement, the Historic Preservation Commission, and several staff members from the Planning Department and the Information Technology/GIS Department were awarded a 2013 Maryland Preservation Award for Excellence in Media & Publications for the Historic Properties Website which provides quick and easy access to survey information and images for the National Register-listed Frederick Historic District.

ANNUAL ACTION PLAN (COMMUNITY DEVELOPMENT)

Each year, the City submits an Annual Action Plan to the U.S. Department of Housing and Urban Development. The plan identifies specific activities for each grant year to address the needs identified in the 5-year Consolidated Plan. The 2012 grant year runs from July 1, 2012 to June 30, 2013 with all funded projects required to be completed within this time frame. With assistance from ad hoc advisors, the Community Development Division prepared a recommended Action Plan, followed by a public comment period and public hearings.

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

The Consolidated Annual Performance and Evaluation Report (CAPER) is prepared and submitted each September. The CAPER provides a detailed report on the specific projects, beneficiaries and funds expended by the City during the prior year.

CDBG CONSOLIDATED PLAN 2010-2015

To receive federal funds, the City must submit a Five-Year Consolidated Plan which serves as both an application for funds under HUD's formula grant programs and a planning document for carrying out projects with CDBG funds. The City of Frederick's Consolidated Plan for 2010-2015, approved May 6, 2010 and prepared pursuant to HUD regulations set forth in 24 CFR Part 91, sets forth the City's plan for public and private actions to further the basic goals of HUD's community planning and development programs of developing viable communities.

Green Initiative Team

In 2011, The City of Frederick established the Green Initiative Team (GIT). The Planning Department provides staff support to this group to helping them achieve their mission. This group is tasked to provide direction on how the City can become more sustainable. The Green Initiative Team has looked both internally and externally policies. This group was instrumental in the City of Frederick achieving the designation of Sustainable Maryland Certified. The City of Frederick was the eighth community in the State of Maryland to achieve this designation. The group is looking at ways to improve recycling, composting, finding sustainable demonstration projects and organization stream clean ups. While this group is still relatively new, it is looking to make a dramatic impact on the way the City of Frederick approaches sustainability.

UPDATED DEVELOPMENT RULES

CITY OF FREDERICK PLANNING DEPARTMENT

The following is a list of changes to the Land Management Code (LMC) that occurred in 2013:

Ordinance G-13-05: To establish criteria for the review of the structures to be demolished for potential preservation and designation as historic resources.

Ordinance G-13-08: To establish Small Scale Craft Distillery/Brewery/Winery as a permitted use in the GC, M1, M2, and MXE districts.

Ordinance G-13-23: To amend the conditional use criteria to allow for bed and breakfast/tourist homes within the DB, DBO, and NC districts or within the Historic Preservation Overlay (HPO) or Historic Register District to be located without limitation of proximity of another bed and breakfast/tourist home.

Ordinance G-13-24: To amend the design standards for Mixed Use zoning districts regarding lots with no frontage.

Ordinance G-13-29: To amend the sign requirements for signage specific to Harry Grove Stadium.

Ordinance G-13-32: To amend the parking requirements in the IST floating zone to allow modifications to the required parking on-site when shuttle service is being provided from an off-site location.

BUILDING ACTIVITY

CITY OF FREDERICK PLANNING DEPARTMENT

In 2013, the Planning Department reviewed 1,836 building permits, including new residential construction, zoning certificates, demolitions, signs, decks, sheds, fences, and various other residential, commercial, and industrial permits. The 2013 total represents a 17% increase from the previous year's total of 1570 permits. The map on page 29 shows permit activity for new residential and commercial development during 2013.

The table below shows the breakdown of the types of permit applications processed by the Planning Department during 2013.

Permits for signs, additions, decks and fences represented the vast majority of commercial and residential permit applications that the Planning Department reviewed.

Permit Applications Processed by the Planning Department				
Type of Permit	2012	% of total	2013	% of total
Demolitions, partial and complete	27	1.7%	25	1.4%
Commercial Construction, New	22	1.4%	26	1.4%
Commercial, Other (signs, renovation, temporary trailers, etc.)	308	19.6%	381	20.8%
Residential Construction, New	471	30.0%	666	36.3%
Zoning Certificate	157	10.0%	180	9.8%
Other Residential (decks, fences, sheds, pools, renovations, emergency repair)	585	37.3%	558	30.4%
Total	1,570	100%	1836	100%

Recovering market conditions have likely contributed to the increased number of dwelling unit permit applications submitted in 2013 compared to previous years. Applications in major residential developments such as Cannon Bluff, Market Square, Whittier, Worman's Mill, and Prospect Hall comprised the majority of new dwelling unit permit applications.

The chart below categorizes residential building permits by dwelling unit type.

2013 Dwelling Unit Permits by Type

Year	Single-Family	Townhouse	Multi-Family	Total Units
2013	95	138	503	736
2012	67	81	241	389
2011	51	52	0	103
2010	56	64	3	123
2009	100	64	38	202
2008	60	12	55	127
2007	58	128	189	375
2006	105	102	205	412
2005	151	180	31	362
2004	169	350	20	539
2003	111	232	240	583
2002	126	124	19	269
2001	212	319	38	569
2000	661	100	132	893

Most large developments within the City of Frederick are Planned Neighborhood Developments (PND), which allow a mixture of housing types and, in some cases, planned commercial components. These developments may also include alternative standards for roads, lighting, sidewalks, and other public improvements, subject to Planning Commission approval. By encouraging integrated, creative designs with a mix of land uses, PNDs can support the goals of the 2010 Comprehensive Plan.

Major Residential Developments

Pipeline of Available Lots

Updated through December 31, 2013

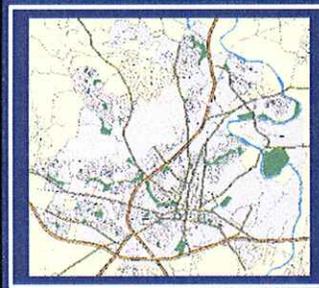
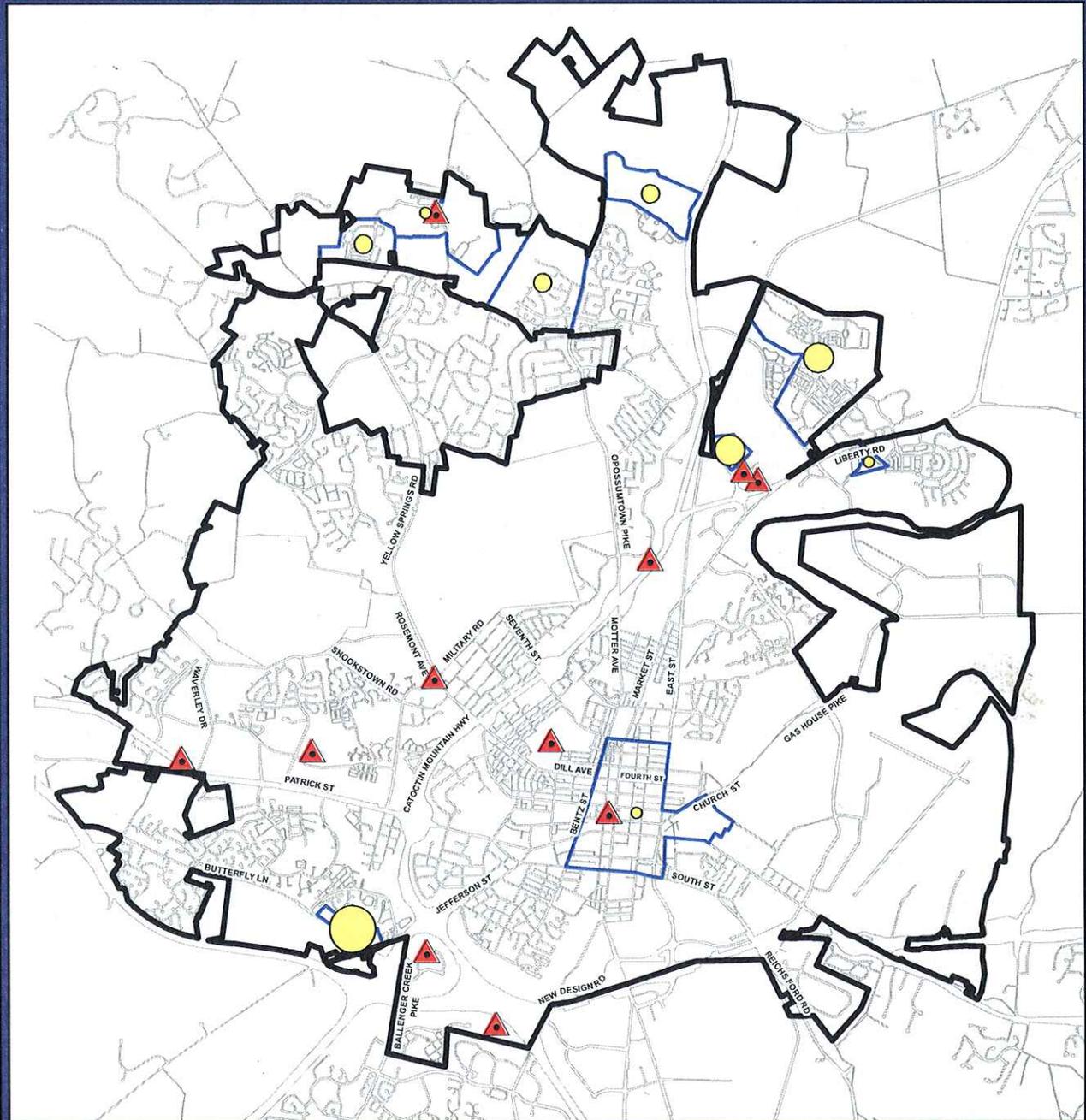
Subdivision	Dwelling Units Approved	Bldg Permit Applications/Units Year to date	Bldg Permits / Units Issued (Total)	Traditional Pipeline
Barrick	301	0	0	301
Birdseye View Estates (Bowers)	38	0	0	38
Bowers Park	19	0	0	19
Brooklawn Limited Partnership	68	0	0	68
Cannon Bluff (CB)	187	42	142	45
Canterbury Station (Odd Fellows)	359	0	0	359
Clover Ridge (CR)	391	31	260	131
Commons of Avalon	159	0	44	115
Cramer Property	53	0	0	53
Emerald Farm	185	0	179	6
Galleria	127	0	0	127
Homewood Phase I	140	37	37	103
Homewood Phase II	236	0	0	236
Hope VI (North Market Revitalization)	95	3	78	17
Hope VI (126 S. Carroll Street)	36	0	32	4
Keller Properties	750	0	0	750
Market Square	412	276	321	91
Maxwell Square (MS)	49	0	4	45
Millies Delight	58	0	0	58
Monocacy Park (Main Property) (MP)	177	23	56	121
Nicodemus	444	0	0	444
Overlook Section 8	32	0	0	32
The Residences at Prospect Hall	376	180	180	196
River Crest	114	0	114	0
Riverwalk Apartments Lot 301	312	0	219	93
Spring Bank	73	0	0	73
Tuscarora Creek (TCK)	847	21	135	712
Waverly View	732	0	0	732
West Park Village	285	0	0	285
Whittier PND (WH)	1,590	70	1,590	0
The Woods	5	0	0	5
Worman's Mill PND (WM)	1,497	48	1,160	337
Zimmerman at Baker Park	8	0	0	8
Other SF / Townhouse	N/A	3	3	N/A
Other MF	N/A	2	2	N/A
City of Frederick Subtotal	10,155	736	4556	5604

Dwelling Units Approved: Includes units approved at the Preliminary Plat or Master Plan stage.

Traditional Pipeline: Dwelling Units Approved minus the number of Building Permit Applications.

Note: "Units implies single-family and townhouse lots, but also includes multi-family units.

New Residential and Commercial Development for 2013



0 0.2 0.4 0.8 1.2
Miles

Note: This map is prepared solely for the purpose of illustrating the City of Frederick. It should be used for no other purpose. Data on this map was prepared from several original sources and is subject to change as source data changes. This map is not a legal document. © 2012 City of Frederick. Maps produced by: embowman

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Number of Permits

- 16 - 20
- 21 - 43
- 44 - 63
- 64 - 389

- New Commercial Permits
- City Boundary
- Right of Ways

PLANNING SUBMITTALS

CITY OF FREDERICK PLANNING DEPARTMENT

The Planning Department is responsible for reviewing all new development activity within the City of Frederick. This role includes the review of site plans, subdivisions, zoning map amendments, annexations, and other development case types.

The Planning Department review process involves meetings with applicants; review periods for comments and revisions; meetings with Neighborhood Area Councils (NACs) to present draft plans; coordination of review comments from other departments and agencies; presentations to the Planning Commission; and in some cases presentations to the Parks and Recreation Commission, Streets and Sanitation Committee or other boards. Some case types, such as zoning map amendments, text amendments, and annexations, also require review and approval by the Mayor and Board of Aldermen.

The Planning Commission reviews all development cases, with the exception of minor cases which are reviewed only at the staff level. The powers and duties of the Planning Commission are enumerated in Sections 176-185 of the Frederick City Charter. The City's Land Management Code (LMC) establishes the processes and criteria for Planning Department and Planning Commission plan review and approval.

The Planning Department processed 181 planning cases in 2013. This figure represents a slight decrease from the total of 216 cases in 2012. The majority of the planning cases were of Final Site Plans, Final Subdivisions, Sketch Plans, Zoning Map Amendments, Zoning Text Amendments and Zoning Determinations.

Planning Cases 2013*				
Type	2012	% of Total	2013	% of Total
Annexation	3	1.4%	1	1.0%
Archeological Assessment	10	4.6%	12	6.6%
Combined Forest Stand Delineation/ Preliminary Forest Conservation Plan	5	2.3%	3	1.7%
Comprehensive Plan Map Amendment	0	0.0%	0	0.0%
Final Forest Conservation Plan	5	2.3%	3	1.7%
Final Site Plan	28	13.0%	26	14.4%
Final Subdivision	30	13.9%	36	19.9%
Forest Stand Delineation	4	1.9%	4	2.2%
Master Plan (Mixed Use)	1	0.5%	2	2.2%
Planned Neighborhood Development	6	2.8%	1	1.0%
Planning Commission Demolition	0	0.0%	0	0.0%
Planning Commission Off-Site Parking	0	0.0%	0	0.0%
Preliminary Forest Conservation Plan	7	3.2%	2	1.1%
Preliminary Subdivision Plat	6	2.8%	3	1.7%
PC Modifications	0	0.0%	1	1.0%
Registration for Non-Conforming Use	4	1.9%	3	1.7%
Sketch Plans/Pre-Application Plan	19	8.9%	22	12.2%
Traditional Neighborhood Development	0	0.0%	0	0.0%
Zoning Determination	44	20.4%	59	32.6%
Zoning Map Amendment	28	13.0%	0	0.0%
Zoning Text Amendment	16	7.4%	5	2.8%
Total	134	100%	181	100%

*Totals represent date of submittals and do not reflect date of approval.

*Percentages are rounded.

ZONING MAP AMENDMENTS

CITY OF FREDERICK PLANNING DEPARTMENT

No Zoning Map Amendments were submitted for processing in 2013.

FOREST CONSERVATION

CITY OF FREDERICK PLANNING DEPARTMENT

In 2013, the Planning Department and/or Commission reviewed and approved four (4) Forest Stand Delineation (FSD) plans, three (3) combined FSD and Preliminary Forest Conservation (PFC) plans, two (2) Preliminary Forest Conservation plans and three (3) Final Forest Conservation plans.

For those projects that cannot provide adequate afforestation onsite, one of the several options available to satisfy planting requirements is payment of a fee-in-lieu of the forest conservation. The fee is currently set at \$.30 per square foot. By State mandate jurisdictions must use fee-in-lieu funds for the purpose of planting trees. During 2013 the City of Frederick collected a small amount of \$15,693 fee-in-lieu funds for new plantings. The City fee-in-lieu of forest fund as of December 31, 2013, was \$276,717.58.

During 2013, the Maryland's DNR through Governor O'Malley's Stream Restoration Challenge awarded the City a competitive grant to plant 52.8 acres at 100 trees per acre, 100 ft from the stream banks. It included an educational portion provided by the grant to engage middle school and high school students in service-learning and environmental literacy activities. Frederic County Public School's Career and Technology Center (CTC) will construct a 1 acre pot-in-pot as proposed nursery to be used by the CTC horticulturist teacher and students. The CTC with the City's arborist assistance will also plant trees along City streams. The City selected through RFP bid process a contractor that provided tree planting services. Planting began in the fall of 2013 and shall continue through the spring planting season, repeating again in 2014 and finalize planting by December of 2015. For fall 2013, the City planted 4.8 acres equivalent to 480 trees. The City requirement for the grant was to provide matching funding in cash and/or in kind services, i.e., \$96,780 was provided by staff service time and \$144,750 was funds from fee-in-lieu of forest account.

In addition, the City has received 22 acres of forest placed under protective easement agreement in perpetuity from the development projects.

ARCHEOLOGICAL ASSESSMENTS

CITY OF FREDERICK PLANNING DEPARTMENT

The City's Archeological Protection requirements are intended to identify, evaluate and protect archeological sites in the City of Frederick. These standards apply to the majority of new subdivision applications, permits involving more than 5,000 square feet of disturbance, and building permits with ground disturbance in the National Register District. Archeological Protection requirements are described in Section 603 of the LMC.

In 2013, the Planning Department reviewed twelve (12) archeological assessment cases. When potential archeological sites are identified, further analysis in the form of a Phase I archeological assessment may be necessary. Pending the results of that assessment, redesign or mitigation is required.

ZONING DETERMINATIONS

CITY OF FREDERICK PLANNING DEPARTMENT

In 2013, the Planning Department received 59 requests for Zoning Determinations. The purpose of the Zoning Determination service provided by the Zoning Administrator is to identify the zoning of a particular property, to verify that a use is permitted or permissible in a specific zoning district and to clarify and interpret the Land Management Code. It is the responsibility of the applicant, property owner and/or property purchaser to review the project site plan and the Land Management Code for compliance. If the applicant feels aggrieved by the decision or determination made by the Zoning Administrator, the Zoning Determination may be appealed within thirty days to the Zoning Board of Appeals.

Requests for Zoning Determination

Year	Number of Determinations
2013	59
2012	44
2011	46
2010	30
2009	30
2008	57
2007	52
2006	49
2005	61

ZONING BOARD OF APPEALS

CITY OF FREDERICK PLANNING DEPARTMENT

The Zoning Board of Appeals (ZBA) reviews variances, home occupations, matters related to nonconforming uses, conditional uses, and administrative appeals. The ZBA heard 28 individual cases in 2013, an increase from the previous year's total of 11. The majority of the cases consisted of conditional use requests and variances.

One of the goals in adopting the LMC was to reduce the number of requests before the ZBA. In drafting the code, staff reviewed the 1986 Zoning Ordinance for sections that often resulted in variances granted by the ZBA. The 2005 LMC modifies many of these regulations, and provides more flexibility in addressing site-specific circumstances. As a result, the number of ZBA cases each year following the adoption of the LMC has shown a decrease from the total of 43 cases in 2005.

Zoning Board of Appeals Cases 2012

Type	2012	% of Total	2013	% of Total
Home Occupations	0	0.0%	9	32.1%
Modification of Parking	0	0.0%	0	0.0%
Administrative Error Appeal	1	9.0%	2	7.1%
Non-Conforming Use	0	0.0%	3	10.7%
Conditional Use	7	64.0%	6	21.4%
Temporary Use	0	0.0%	0	0.0%
Variances	3	27.0%	8	28.6%
Off-site Parking	0	0.0%	0	0.0%
Total	11	100%	28	100%

PLANNER ON CALL CITY OF FREDERICK PLANNING DEPARTMENT

The Planning Department provides customer service through the “Planner On Call” initiative. The “Planner On Call” is responsible for answering questions from either phone requests or walk-in customers. These questions generally pertain to the LMC and zoning regulations for particular properties, HPC inquiries or requests to view site plans or subdivisions. By designating a Planner On Call, the Department can efficiently and effectively serve the public without the need to arrange for appointments or meetings. The Planner On Call can be reached at 301-600-1499 from 8:00am - 4:00pm, Monday - Friday. In addition the Planner On Call can assist the public in person at the Municipal Office Annex, 140 West Patrick Street.

MARYLAND MOTOR VEHICLE ASSOCIATION REQUEST CITY OF FREDERICK PLANNING DEPARTMENT

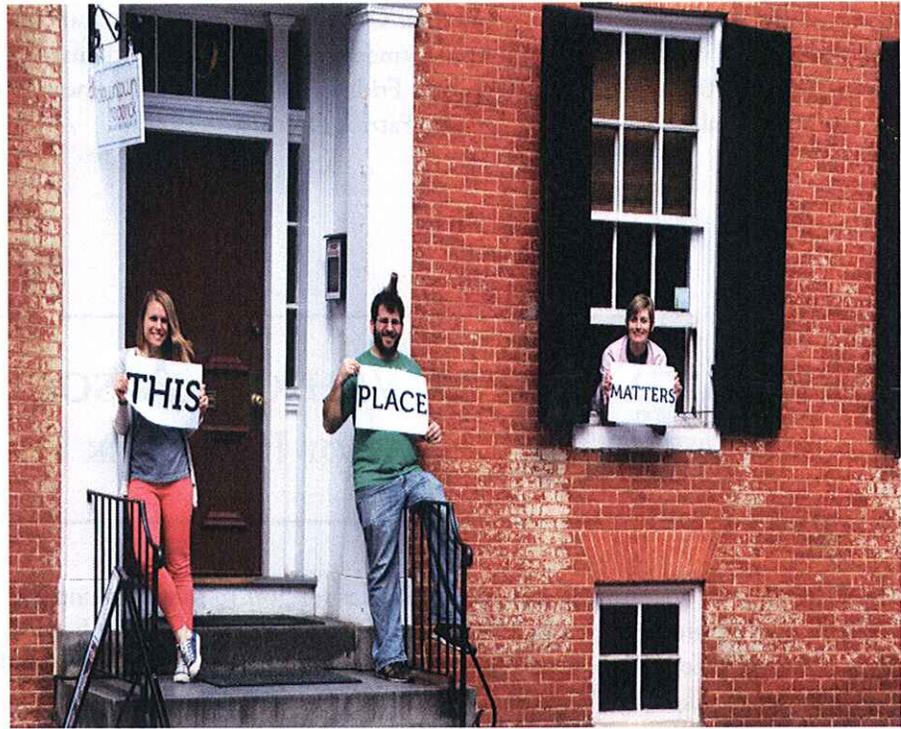
Throughout the year, the Planning Department provides support to the Maryland Motor Vehicle Association (MVA) by processing a Zoning Approval Form. In 2013, the Planning Department completed six (6) forms forwarded by the MVA. The forms are meant to confirm zoning and to verify zoning compliance for automobile oriented businesses seeking a license from the MVA. The City Planning Department confirms the prospective business has obtained the proper zoning approvals and meets the requirements of the LMC and other local regulations.

FREDERICK COUNTY LIQUOR BOARD REQUEST CITY OF FREDERICK PLANNING DEPARTMENT

Prior to the Frederick County Liquor Board approving the sale of beer, wine and liquor, the prospective business must obtain written confirmation that the business is located within an area zoned to permit the sales of alcoholic beverages. The Planning Department processed eight (8) zoning confirmation forms in 2013. When reviewing the request, the Planning Department confirms that the business has obtained the proper zoning approval and meets the requirements of the LMC and other local regulations.

ENGAGING THE COMMUNITY

HISTORIC PRESERVATION COMMISSION



HISTORIC PRESERVATION AWARDS CEREMONY

On May 16, 2013, outstanding preservation efforts throughout the City were honored by Mayor McClement and the Historic Preservation Commission. Five dedicated individuals and organizations were honored for their work in rehabilitation, new construction, stewardship, and community leadership. Additionally, three photographers participating in the annual “This Place Matters” photo contest were also recognized.

HISTORIC PRESERVATION

CITY OF FREDERICK PLANNING DEPARTMENT

In 1952 the City of Frederick created a historic district that encompassed a few blocks downtown, becoming the second city in Maryland and the 13th in the nation to do so. The Historic District Commission was created in 1968 and in 1969 and was empowered with the authority to review and approve exterior alterations, signs and demolitions. The district was listed on the National Register of Historic Places in 1973. In 1977, after several years of grassroots efforts, the boundaries of the City's historic district were expanded and the City Code was strengthened. In 1988 the boundaries of the National Register District were expanded and in 1995 the City's historic district boundaries were expanded once more. In 2001 the historic district was officially named the "Frederick Town Historic District" and in 2005 the Commission was renamed the Historic Preservation Commission (HPC). Apart from the Frederick Town Historic District, there is one additional historic site, the John Derr House, designated by the City in 2006. The Historic Preservation Commission derives its legal authority from Sections 2-34 through 2-43 of the City Code and from Annotated Code of Maryland, Land Use Article, Section 8. The Historic Preservation Commission reviews all applications for exterior alterations, new construction and demolition in the City's historic preservation overlay zones with the exception of some categories of rehabilitation work which are approved administratively by historic preservation staff. The HPC also occasionally advises on projects that affect historic resources that fall outside the boundaries of the historic district such as subdivisions and annexations.

There were 260 applications in the Frederick Town Historic District submitted to the HPC. The table below shows 2013 HPC applications by type.

Historic Preservation Commission Cases 2013				
Type	2012	% of Total	2013	% of Total
Demolitions (full, or partial)	5	4.3%	6	2.3%
New Construction, Level 1	0	0.0%	3	1.2%
New Construction, Level 2	0	0.0%	0	0.0%
Exterior Rehabilitation and Additions	82	71.9%	168	64.6%
Fences	6	5.2%	26	10.0%
Signs	11	9.6%	47	18.1%
Modification to Approval	1	0.8%	10	3.8%
Total	114	100%	260	100%

COMPREHENSIVE PLANNING DIVISION

CITY OF FREDERICK PLANNING DEPARTMENT

2010 COMPREHENSIVE PLAN

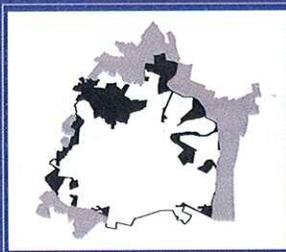
The Mayor and Board of Aldermen approved the City of Frederick 2010 Comprehensive Plan on November 19, 2009. The Comprehensive Plan is a guide for the location, character and extent of proposed public and private development in the City of Frederick. The Comprehensive Plan's policies and recommendations will be implemented over time through many distinct decisions including the rezoning and subdivision of land and the location and construction of public improvements. The Comprehensive Plan provides the policy basis for the integration and coordination of these decisions and actions.

The Comprehensive Plan also provides specific guidance for how the City's development regulations should be updated, enhanced, and streamlined to facilitate plan implementation. Under the State's planning statutes, the Comprehensive Plan must be updated every ten years to respond to changing conditions, unforeseen events and trends, and changing objectives. Upon adoption of a Comprehensive Plan, the City's land use ordinances and zoning maps are to be amended to be consistent with the plan.

LEGAL BASIS

Under Maryland Law, the Planning Commission has the duty to make and approve a Comprehensive Plan and then recommend its adoption to the Mayor and Board of Aldermen. The Comprehensive Plan is to "serve as a guide to public and private actions and decisions to ensure the development of public and private property in appropriate relationships." The Land Use Article of the Annotated Code of Maryland requires that the Comprehensive Plan "serve as a guide for the development and economic and social well being" of the City. The Comprehensive Plan is to be composed of a number of interrelated elements that address land use, transportation, community facilities, sensitive areas, mineral resources, and plan implementation. In addition, the Land Use Article mandated that Municipal Growth and Water Resource Elements be introduced into the Comprehensive Plan beginning in 2010. The Planning Commission may include other elements as it deems necessary.

City of Frederick Comprehensive Plan Map, 2010



0 1,250 2,500 5,000 7,500
Feet

Note: This map is prepared solely for the purpose of illustrating the City of Frederick. It should be used for no other purpose. Data on this map was prepared from several original sources and is subject to change as source data changes. This map is not a legal document.

City of Frederick 2010
Maps produced by: mowman

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GIS Department

<p>Residential Uses</p> <ul style="list-style-type: none"> Low Density Residential Medium Density Residential High Density Residential <p>Non-Residential Uses</p> <ul style="list-style-type: none"> Commercial Neighborhood Commercial General Office Mixed Use Industrial Residential Office Office/Industrial 	<p>Other Land Uses</p> <ul style="list-style-type: none"> Institutional Recreational Private Open Space Agricultural Holding <p>Growth Boundaries</p> <ul style="list-style-type: none"> Potomac River Water Service Agreement City Boundary Areas of Interest 	<p>Transportation</p> <ul style="list-style-type: none"> Interchanges Right of Ways Proposed Roads* <p><small>*The North/South road as shown on this map is not an alignment or meant to indicate the exact location of a potential road. The North/South Road is a place holder for one of many potential transportation options in the City and County.</small></p> <p><small>This map represents key recommendations of the 2010 Comprehensive Plan. It is to be used in conjunction with Comprehensive Plan Elements and other Plan maps.</small></p> <p>Mayor William J. Holzinger</p>
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SMALL AREA PLANNING

CITY OF FREDERICK PLANNING DEPARTMENT

Small Area Plans assist in implementing the goals and recommendations of the City's Comprehensive Plan. Recognizing the unique character of the City's different communities, the 2010 Comprehensive Plan Update identified seven small planning areas and recommended that a separate, more detailed land use plan be completed for each. The City's Comprehensive Plan and the adopted Land Use Map are policy guides for the Small Area Plans.

In general, a Small Area Plan is a neighborhood-level plan that addresses land use, transportation, and a variety of other topics. For each planning area, a committee of residents, property owners and business owners provide neighborhood recommendations to City planners and local officials, resulting in a plan that is adopted by the Mayor and Board of Aldermen. Ultimately, the goal of a Small Area Plan is to enhance the quality of life in each distinct community.

A key benefit of the Small Area Planning process is local stakeholder involvement in the development of each plan's recommendations.

Small Area Plans serve as a guide for land use, environmental protection, transportation improvements, open space and other capital improvements, and will identify opportunities for commercial revitalization and, where appropriate, mixed-use development.

Benefits of Small Area Plans:

- Represent the community's vision
- Reflect neighborhood stakeholders' input
- Provide specific recommendations at a neighborhood level
- Offer increased efficiency in provision of public services
- Allow greater predictability in land use and development
- Enable neighborhoods to be proactive in making land use recommendations
- Identify priority neighborhood projects and possible resources for implementation
- Help to guide the investment decisions of local governments

2013 SMALL AREA PLANNING EFFORTS

The Planning Department has been involved in two Small Area Plans in 2013. The Department provided staff resources to a community-based planning effort in East Frederick and in late 2011 published the first draft of the Golden Mile Small Area Plan concentrating on the retail corridor surrounding U.S. 40.

EAST FREDERICK:

East Frederick is a dynamic area with a wide variety of land uses, including retail, office and residential uses (including some historic residential areas), as well as manufacturing, wholesale trade, and other industrial uses. The City's east side also includes the historic Frederick Fairgrounds, the Frederick Municipal Airport and the MARC commuter rail station.

Preserving and supporting the current mix of land uses could be a central policy of an area plan. In addition, major corridors such as East Patrick Street and East Street present vital development and redevelopment opportunities for the area.

The Planning Commission voted to recommend approval of the East Frederick Vision Document with revisions to the Mayor and Board of Aldermen in December of 2010. The Vision Document was presented to and adopted by the Mayor and Board of Aldermen in 2011. The next step will be to develop a more detailed small area plan. The Vision Plan was printed and bound for distribution in 2012 with grant funding from a previous year.

In December of 2013, members and staff of the Urban Land Institute (ULI) visited Frederick to conduct a Technical Assistance Panel (TAP). This program provides expert multidisciplinary advice on land use and real estate issues facing public agencies and nonprofit organizations in the Metro Washington area. The Panel spent a day and a half visiting and then offering objective advice on a wide variety of issues ranging from site-specific to public policy questions. The final report is available on The City of Frederick's website.

GOLDEN MILE/US 40 CORRIDOR:

The Golden Mile / US 40 Corridor includes a significant amount of commercial development serving nearly 65,000 people within a three-mile radius. However, the corridor is characterized by a lack of connectivity between commercial uses which discourages pedestrian access between neighborhoods and adjacent commercial areas.

The primary challenges in the revitalization of the Golden Mile are existing street design and right-of-way dimensions. The Golden Mile, in its current form, is a typical first-generation suburban street primarily designed to serve motorists. Development along this corridor is characterized by strip-center shopping areas, surface parking lots, and an excessive number of access points onto West Patrick Street. A significant challenge for the Golden Mile will be to transform the corridor into a street type that can serve users of all travel modes, including pedestrians, bicycles, and transit.

Staff began the Small Area Planning process for the Golden Mile in the Spring of 2010. Staff conducted a survey directed towards the property owners, business owners, and general public to commence the process and received an overwhelming response from the stakeholders. After reviewing over 900 survey responses, staff held three public workshops prior to drafting the plan. In January 2011, the Planning Department began drafting the Small Area Plan. A draft of the plan was released in December 2011 for public comment.

In 2012, the public, various neighborhood and community groups and the Planning Commission provided comments on the Small Area Plan. These comments led to certain revisions to the plan and adoption occurred in January 2013.



Pictured Above: Models created by Dave Ager of Townscape Design LLC depicting a portion of the Golden Mile Small Area Plan were presented during Workshop III on January 25, 2011.

COMMUNITY DEVELOPMENT DIVISION

CITY OF FREDERICK PLANNING DEPARTMENT

The mission of the Community Development Division is to successfully manage the City's Federal Community Development Block Grant Program (CDBG) to achieve goals and objectives set forth in the City of Frederick's Consolidated Plan 2010-2015 with the overall goal of assisting low- and moderate-income persons and neighborhoods.

ACTIVITY BACKGROUND

The Community Development Division oversees the CDBG Program, a grant from the U.S. Department of Housing and Urban Development, and is involved in various non-CDBG activities such as affordable housing, community development and housing rehabilitation.

CDBG Activities Include:

- General Administration: Record keeping, environmental reviews and required reporting.
- Planning: Five-year Consolidated Plan, Annual Action Plans, neighborhood planning
- Activities to affirmatively further fair housing, including staff support of Frederick's Fair Housing Commission & Fair Housing Conference
- Oversight and monitoring of CDBG-funded activities by the City and by sub-reipients.
- Administration of Housing Rehabilitation Programs and loan portfolio management.
- Administration of first time home buyer program & loan portfolio management

Non-CDBG Activities Include:

- Administration of Maryland Department of Housing and Community Development Special Loan Program - Housing Rehabilitation and Lead Based Paint remediation
- Participation with others in various community development programs such as the Community Legacy Program by the Maryland

HOUSING AND COMMUNITY DEVELOPMENT

CITY OF FREDERICK PLANNING DEPARTMENT

TRENDS

Because the City receives limited federal CDBG program funding and the local housing need is so great, the City must leverage its resources with other state and federal funds. Homeownership and providing decent, affordable housing are among the City's top priorities. To effectively address these priorities and to continue to serve as a self-sustaining program, the CDBG assistance is being structured as a deferred loan program so that more needy households can be served with limited resources.

During program year 2013 (July 1, 2012 to June 30, 2013), the Community Development Division's programs had the following accomplishments:

Program Name	Program Description	Program Year 2013 Accomplishment
Sold On Frederick II program	Down payment and closing cost assistance (up to \$8,000) for income-qualified, first-time homebuyers within city limits	11 loans closed
Operation Rehab	Rehabilitation assistance loans for owner-occupied housing units	1 low/moderate income homeowners assisted
Fair Housing Conference	Annually hold a Fair Housing Conference for continuing education credits for real estate professionals	Fair Housing Conference held at the City of Frederick Municipal Office Annex, offering CEU's for real estate professionals at no charge

HOUSING AND COMMUNITY DEVELOPMENT

CITY OF FREDERICK PLANNING DEPARTMENT

ADDITIONAL HOUSING ACTIVITIES

In addition to the activities described above, the City participates in the Frederick County Coalition for the Homeless and provides funding assistance to the Frederick Community Action Agency (FCAA) through its annual CDBG allocation. (FCAA provides homeless services through its transitional shelter and apartments and served 90 persons in program year 2013.)

The Community Development Division is also an administering agency for State of Maryland Department of Housing and Community Development Residential Rehabilitation Loans and Lead Hazard Reduction Grants.

The Community Development Division has established partnerships with local lenders providing homeownership counseling. This counseling gives buyers a better interest rate on their loans, teaches the steps in the home buying process, and promotes foreclosure prevention.

CODE ENFORCEMENT

CITY OF FREDERICK PLANNING DEPARTMENT

The mission of the Code Enforcement Division is to promote and maintain a safe and desirable living and working environment through a proactive effort in the enforcement of laws, regulations and ordinances that help to improve the quality of life for all Frederick residents.

ACTIVITY BACKGROUND

The Code Enforcement Division is responsible for addressing violations of the Frederick City Code, Land Management Code and the Property Maintenance Code that have been approved by the Mayor and Board of Aldermen. The goal of the Division is to achieve compliance with all codes through education and dialogue with the residents and business owners of the City.

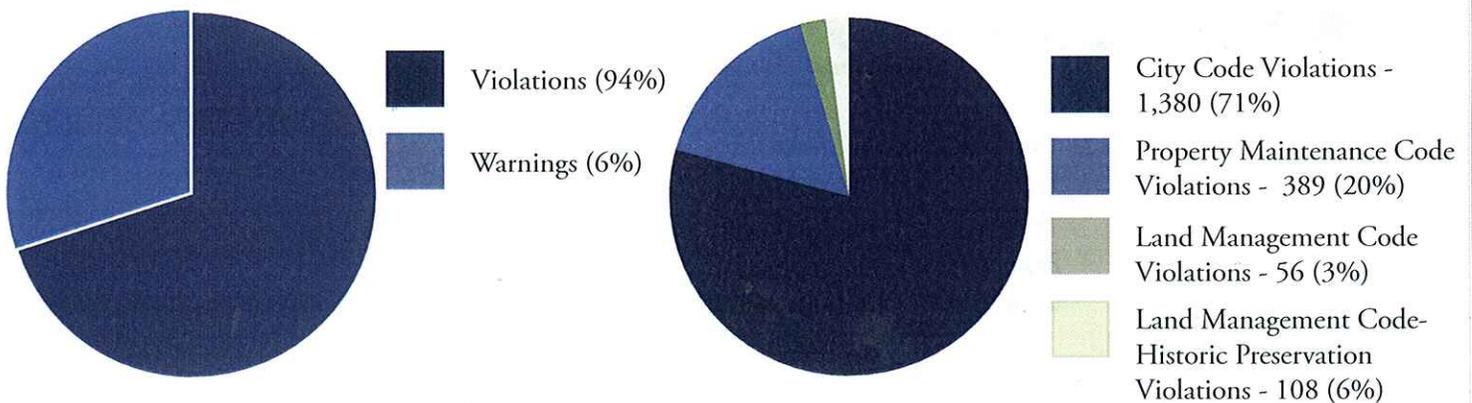
The mission of the Division is to protect citizen's safety, quality of life and property values while striving to keep our City clean and attractive for those visitors, an important element for business growth and retention.

The Division attends Neighborhood Advisory Council (NAC) meetings as means of staying visible in the community and to address issues and concerns.

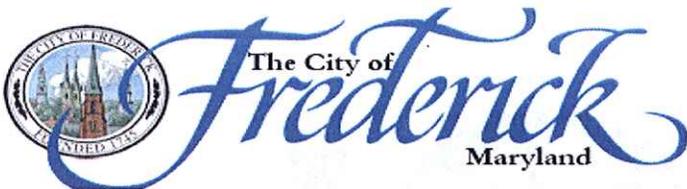
TRENDS

Addressing factors which impact quality of life in our neighborhood has become one of the City's top priorities. As the City grows, so too have the number of zoning violations and deteriorated properties. As Frederick's neighborhoods have become more proactive in seeking resolutions to these concerns, additional staff and resources have been allocated to insure the preservation of property values, the elimination of land use conflicts, and the abatement of local nuisances.

In 2013 the Code Enforcement Division issued 1,933 violations and 134 warnings. The chart below represents the 1,933 violations investigated in 2013.



PRODUCED BY:



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