## AS AMENDED ON JANUARY 12, 2015 AND JANUARY 26, 2015 ORDINANCE NO. 2310

AN ORDINANCE OF THE CITY OF SALISBURY, MARYLAND, PURSUANT TO CHAPTER 17.228 OF TITLE 17, ZONING OF THE SALISBURY MUNICIPAL CODE AND SECTION 4.04 OF ARTICLE 66B OF THE ANNOTATED CODE OF MARYLAND FOR THE PURPOSE OF AMENDING SECTION 17.04.120, DEFINITIONS, SECTION 17.64.040, USES AND DEVELOPMENT STANDARDS IN THE NEWTOWN HISTORIC DISTRICT, AND SECTION 17.196.030, PARKING STANDARDS, TO ADD BED AND BREAKFAST INNS.

WHEREAS, the ongoing application, administration and enforcement of Title 17, Zoning of the Salisbury Municipal Code, demonstrates a need for periodic review, evaluation, and amendments that will keep Title 17 current; and

WHEREAS, the Mayor and City Council may amend Title 17, Zoning, of the Salisbury Municipal Code, pursuant to the authority granted by Article 66B of the Maryland Annotated Code and in accordance with specific provisions of Chapter 17.228, Amendments and Rezoning, of Title 17, Zoning; and

WHEREAS, the Mayor and City Council requested that the Salisbury Planning and Zoning Commission periodically review Title 17 in light of existing procedural practices and input from the City Council and members of the public; and

WHEREAS, the Newtown Neighborhood Association has expressed its desire to allow bed and breakfast establishments within its neighborhood; and

WHEREAS, the Newtown Historic District is one of Salisbury's oldest and most treasured neighborhoods containing structures with architectural and historical significance and historical value to the community; the homes in the district are among the largest in Salisbury, and their size has contributed to their lack of viability as private single-family residences and use as group housing or rental homes; and

WHEREAS, bed and breakfast facilities contribute to the stability and vitality of a neighborhood and to the inherent charm of well-maintained historic districts; and

WHEREAS, the City Council has proposed amendments to the Salisbury Municipal Code to allow bed and breakfast inns in the Newtown Historic District; and

WHEREAS, a Public Hearing on the proposed amendments was held by the Planning Commission in accordance with the provisions of Chapter 17.228, of Title 17, Zoning, of the Salisbury Municipal Code on December 18, 2014; and

**WHEREAS**, the Planning Commission did recommend approval of the proposed text amendments to Sections 17.04.120, 17.64.040, and 17.196.030.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE CITY OF SALISBURY, MARYLAND, that Title 17, Zoning, of the Salisbury Municipal Code is hereby amended as follows:

**AMEND** section 17.04.120 by adding the following definition:

"BED AND BREAKFAST INN" MEANS THE RENTING OF NOT MORE THAN THREE (3) ROOMS IN AN OWNER-OCCUPIED DWELLING FOR LODGING AND SERVING OF BREAKFAST TO NOT MORE THAN SIX (6) CASUAL AND TRANSIENT ADULT ROOMERS (AND THE CHILDREN OF THOSE SIX ADULTS), PROVIDED THAT:

- A. THE RENTING OF SUCH ROOMS FOR SUCH PURPOSE IS INCIDENTAL AND SUBORDINATE TO THE PRINCIPLE USE OF THE DWELLING;
- B. NO ROOMER'S STAY SHALL EXCEED FOURTEEN (14) DAYS IN ANY SIX MONTH PERIOD;
- C. ALL MEALS AND ALL AMENITIES CONNECTED WITH THE GUEST ROOMS SHALL BE SOLELY FOR USE BY THE OWNER, THE OWNER'S FAMILY AND THE OWNER'S REGISTERED GUESTS;
- D. THERE SHALL BE ONLY ONE KITCHEN AND NO GUEST ROOM SHALL INCLUDE COOKING FACILITIES;
- E. THE OWNER SHALL MAINTAIN A GUEST REGISTER, SHALL PRESERVE ALL REGISTRATION RECORDS FOR NO LESS THAN THREE (3) YEARS, AND SHALL CONSENT TO AND THEREAFTER

- MAKE SUCH RECORDS AVAILABLE IMMEDIATELY TO THE HOUSING OFFICIAL UPON REQUEST;
- F. THE OWNER MAY DISPLAY A SINGLE EXTERIOR SIGN, AS PROVIDED FOR UNDER SECTION 17.216.060, "SIGN STANDARDS"; AND
- G. THE OWNER HAS BEEN ISSUED A PERMIT FOR THE USE AND OPERATION OF THE OWNER OCCUPIED DWELLING AS A BED AND BREAKFAST INN BY THE HOUSING OFFICIAL PURSUANT TO THE REQUIREMENTS ESTABLISHED BY ORDINANCE.

**AMEND** section 17.64.040, uses and development standards by lettering the current sentence of that section as paragraph A and adding the following paragraph B:

B. IN ADDITION TO THOSE USES PERMITTED IN THE UNDERLYING ZONING DISTRICT, BED AND BREAKFAST INNS ARE PERMITTED IN THE NEWTOWN HISTORIC DISTRICT BY SPECIAL EXCEPTION.

**AMEND** section 17.196.030 parking space requirements, by adding the following:

BED AND BREAKFAST INN:

TWO SPACES FOR THE PRINCIPLE USE, PLUS ONE ADDITIONAL SPACE FOR EACH GUEST ROOM AND EACH EMPLOYEE. REQUIRED SPACES TO BE PROVIDED ON SITE OR PROXIMATE TO THE SITE AS ALLOWED BY SPECIAL EXCEPTION. IN RESIDENTIAL ZONES, THE MINIMUM PARKING SETBACK SHALL BE FIVE FEET AND, WHEN MORE THAN FOUR GUEST OR EMPLOYEE SPACES ARE REQUIRED, THE PARKING AREA SHALL BE SCREENED FROM DIRECT VIEW OF ANY NEARBY RESIDENTIAL USE BY A SUITABLE VISUAL BARRIER. PARKING SHALL NOT BE LOCATED IN THE FRONT YARD AREA OF THE RESIDENCE.

AND BE IT FURTHER ORDAINED BY THE CITY OF SALISBURY, MARYLAND, that this Ordinance shall take effect from and after the date of its final passage, but in no event until ten (10) days after the date of the Council's Public Hearing, and

THE ABOVE ORDINANCE was introduced at a meeting of the Council on the 12 day of January, 2015, and thereafter, a statement of the substance of the ordinance having been

published as required by law, in the meantime, was finally passed by the Council on the 26 day of January, 2015.

ATTEST:

Kimberly R. Nichols

City Clerk

Jacob R. Day President Salisbury City Council

Approved by me this 28 day of Onuary, 2015

James (reton, Jr.

Mayor of the City of Salisbury



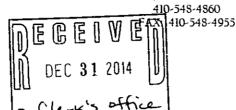
IAMES IRETON, IR MAYOR

TOM STEVENSON CITY ADMINISTRATOR

# City of Salisbury - Wicomico County

DEPARTMENT OF PLANNING, ZONING AND COMMUNITY DEVELOPMENT P.O. BOX 870

> 125 NORTH DIVISION STREET, ROOMS 203 & 201 SALISBURY, MARYLAND 21803-4860





**BOB CULVER** COUNTY EXECUTIVE

R. WAYNE STRAUSBURG DIRECTOR OF ADMINISTRATION

December 22, 2014

TO:

Tom Stevenson, City Administrator

FROM:

John F. Lenox, AICP, Director, Salisbury/Wicomico Planning & Zoning

SUBJECT:

PUBLIC HEARING - Text Amendments - Section 17.04.120 - Definitions - To add a definition of a Bed and Breakfast Inn; Section 17.64.040 - Uses and Development Standards in the Newtown Historic District to add Bed and Breakfast Inns by Special Exception; and Section 17.196.030 - Parking Standards - To add requirements for Bed

and Breakfast Inns - Planning Commission Recommendations

#### I. INTRODUCTION.

On December 22, 2014, the Salisbury Planning Commission held a public hearing on the above-noted text amendments relative to Bed and Breakfast Inns. (See Attachment A.)

#### П. RECOMMENDATION.

After considering the staff report and following discussion by the Commission on the proposed amendments, the Salisbury Planning Commission forwarded a Favorable recommendation to the Mayor and City Council for adoption of the draft Ordinance. (See Attachment B.)

Unless you or the Mayor has further questions, please forward this memo and its attachments to the City Council.

#### Ш. BACKGROUND.

The Commission noted that the Council had received information from the Codes of various jurisdictions that permit Bed and Breakfast Inns.

In addition, the Commission noted that the Council has discussed these proposed amendments at two work sessions and that the amendments are supported by the Newtown Neighborhood Association.

The Commission discussed parking standards for residential structures and noted a desire to prohibit any parking in the front yards.

#### Attachments

Mayor James Ireton, Jr.

William Holland, Director, Building, Housing and Zoning Dept.

Mark Tilghman, City Solicitor



JAMES IRETON, JR MAYOR

TOM STEVENSON CITY ADMINISTRATOR

# City of Salisbury - Wicomico County

DEPARTMENT OF PLANNING, ZONING AND COMMUNITY DEVELOPMENT P.O. BOX 870

125 NORTH DIVISION STREET, ROOMS 203 & 201 SALISBURY, MARYLAND 21803-4860 410-548-4860 FAX: 410-548-4955



BOB CULVER COUNTY EXECUTIVE

R. WAYNE STRAUSBURG DIRECTOR OF ADMINISTRATION

## STAFF REPORT

## **MEETING OF DECEMBER 18, 2014**

**CASE NO.:** 

#SP-1404

APPLICANT:

City of Salisbury

**REQUEST:** 

PUBLIC HEARING - Text Amendments - Newtown Historic District - Bed and Breakfast Inns:

- 111115.
- (1) Section 17.04.120 Definitions To add a definition of a Bed and Breakfast Inn;
- (2) Section 17.64.040 Uses and Development Standards in the Newtown Historic District to add Bed and Breakfast Inns by Special Exception; and
- (3) Section 17.196.030 Parking Standards To add requirements for Bed and Breakfast Inns.

#### I. REQUEST:

At the initiation of the City Council and with the support of the Newtown Neighborhood Association the draft Ordinance proposes the addition of Bed and Breakfast Inns by Special Exception in the Newtown Historic District. (See Attachment #1.)

In accordance with the requirements of Section 17.228 of the Salisbury Municipal Code, the Planning Commission must hold a Public Hearing on proposed Text Amendments to the Code. The Commission must forward a recommendation (within six months) to the City Council. The City Council must also hold a public hearing before granting final approval to Code text amendments (by Ordinance).

### II. DISCUSSION:

In 2010 the Planning Staff researched definitions and requirements in other jurisdictions for Bed and Breakfasts. The definitions/descriptions used in Annapolis, MD; St. Paul, MN; St. Louis, MO; and Riverhead, NY were considered. In addition, other requirements for Bed and Breakfasts in Annapolis, MD; St. Paul, MN; Herndon, VA; and Charlottesville, VA were reviewed.

Staff found that in most cases the definition referred to the structure as single-family or owner-occupied. The number of guest rooms varied and ranged from two rooms to six rooms in most cases. Other issues found in the regulations pertained to the length of stay, kitchen/dining facilities, signs, parking, and licensing.

In 2014, the Newtown Neighborhood Association indicated their renewed interest in this matter. The City Council has held two work sessions to review materials related to Bed and Breakfasts in the Newtown Historic District and discuss the related issues. The following requirements have been proposed in the draft Ordinance:

"Bed and Breakfast Inn" means the renting of not more than three (3) rooms in an owner-occupied dwelling for lodging and serving of breakfast to not more than six (6) casual and transient adult roomers, provided that:

- (a) The renting of such rooms for such purpose is incidental and subordinate to the principle use of the dwelling.
- (b) No roomer's stay shall exceed fourteen (14) days in any six month period.
- (c) All meals and amenities connected with the guest rooms shall be solely for use by the owner, the owner's family, and the owner's registered guests.
- (d) There shall be only one kitchen and no guest room shall include cooking facilities.
- (e) The owner shall maintain a guest register, shall preserve all registration records for no less than three (3) years, and shall consent to and thereafter make such records available immediately to the Housing Inspector upon request.
- (f) The owner may display a single exterior sign, as provided for under Section 17.216.060, Sign Standards.
- (g) The owner has been issued a permit for the use and operation of the owner-occupied dwelling as a Bed and Breakfast Inn by the Housing Inspector pursuant to the requirements established by Ordinance.

In addition, the Bed and Breakfast Inns would be permitted only in the Newtown Historic District by Special Exception approved by the Salisbury Board of Zoning Appeals. Two parking spaces are required for the principle use and one additional parking spaces is required for each guest room and each employee. The parking spaces may be on-site or proximate to the site. The parking setback shall be five (5) feet. When more than four (4) guest or employee spaces are required, the parking area must be screened from direct view.

#### III. RECOMMENDATION.

The Newtown Neighborhood Association has expressed support for allowing Bed and Breakfast establishments within their neighborhood. This is one of Salisbury's oldest and most treasured neighborhoods. All exterior work is subject to review and approval of the Historic District Commission. Bed and Breakfast facilities have been demonstrated in other communities to contribute to the stability and vitality of a neighborhood, adding to the charm of historic districts.

In addition to the architectural controls already in place, such a use would be subject to the public scrutiny associated with the special permit process. It would only be allowed as an accessory to an owner-occupied home.

Staff recommends that the Commission forward a Favorable recommendation to the Mayor and City Council for Text Amendments to the Salisbury Municipal Code as follows:

#### AMEND SECTION 17.04.120 BY ADDING THE FOLLOWING DEFINITION:

"BED AND BREAKFAST INN" MEANS THE RENTING OF NOT MORE THAN THREE (3) ROOMS IN AN OWNER-OCCUPIED DWELLING FOR LODGING AND SERVING OF BREAKFAST TO NOT MORE THAN SIX (6) CASUAL AND TRANSIENT ADULT ROOMERS, PROVIDED THAT:

- A. THE RENTING OF SUCH ROOMS FOR SUCH PURPOSE IS INDICENTAL AND SUBORDINATE TO THE PRINCIPLE USE OF THE DWELLING:
- B. NO ROOMER'S STAY SHALL EXCEED FOURTEEN (14) DAYS IN ANY SIX MONTH PERIOD:
- C. ALL MEALS AND ALL AMENITIES CONNECTED WITH THE GUEST ROOMS SHALL BE SOLELY FOR USE BY THE OWNER, THE OWNER'S FAMILY AND THE OWNER'S REGISTERED GUESTS;
- D. THERE SHALL BE ONLY ONE KITCHEN AND NO GUEST ROOM SHALL INCLUDE COOKING FACILITIES;
- E. THE OWNER SHALL MAINTAIN A GUEST REGISTER, SHALL PRESERVE ALL REGISTRATION RECORDS FOR NO LESS THAN THREE (3) YEARS, AND SHALL CONSENT TO AND THEREAFTER MAKE SUCH RECORDS AVAILABLE IMMEDIATELY TO THE HOUSING INSPECTOR UPON REQUEST;
- F. THE OWNER MAY DISPLAY A SINGLE EXTERIOR SIGN, AS PROVIDED FOR UNDER SECTION 17.216.060, "SIGN STANDARDS"; AND,
- G. THE OWNER HAS BEEN ISSUED A PERMIT FOR THE USE AND OPERATION OF THE OWNER OCCUPIED DWELLING AS A BED AND BREAKFAST INN BY THE HOUSING INSPECTOR PURSUANT TO THE REQUIREMENTS ESTABLISHED BY ORDINANCE.

AMEND SECTION 17.64.040, USES AND DEVELOPMENT STANDARDS BY LETTERING THE CURENT SENTENCE OF THAT SECTION AS PARAGRAPH A AND ADDING THE FOLLOWING PARAGRAPH B:

B. IN ADDITION TO THOSE USES PERMITTED IN THE UNDERLYING ZONING DISTRICT, BED AND BREAKFAST INNS ARE PERMITTED IN THE NEWTOWN HISTORIC DISTRICT BY SPECIAL EXCEPTION, PROVIDED NO PARKING SHALL BE PERMITTED IN THE FRONT YARD.

AMEND SECTION 17.196.030 PARKING SPACE REQUIREMENTS, BY ADDING THE FOLLOWING:

**BED AND BREAKFAST INN:** 

TWO SPACES FOR THE PRINCIPLE USE, PLUS ONE ADDITIONAL SPACE FOR EACH GUEST ROOM AND REQUIRED SPACES TO BE EACH EMPLOYEE. PROVIDED ON SITE OR PROXIMATE TO THE SITE AS CONFIRMED BY SPECIAL EXCEPTION. RESIDENTIAL ZONES, THE MINIMUM PARKING SETBACK SHALL BE FIVE FEET AND, WHEN MORE THAN FOUR GUEST OR EMPLOYEE SPACES ARE REQUIRED, THE PARKING AREA SHALL BE SCREENED FROM DIRECT VIEW OF ANY NEARBY  $\mathbf{BY}$ PLANTED RESIDENTIAL USE Α BARRIER CONSISTING OF EVERGREENS WITH A MINIMUM HEIGHT OF SIX FEET AND PLACED NO MORE THAN EIGHT FEET APART.

COORDINATOR: Gloria Smith, Planner DATE: December 5, 2014



#### ORDINANCE NO.

AN ORDINANCE OF THE CITY OF SALISBURY, MARYLAND, PURSUANT TO CHAPTER 17.228 OF TITLE 17, ZONING OF THE SALISBURY MUNICIPAL CODE AND SECTION 4.04 OF ARTICLE 66B OF THE ANNOTATED CODE OF MARYLAND FOR THE PURPOSE OF AMENDING SECTION 17.04.120, DEFINITIONS, SECTION 17.64.040, USES AND DEVELOPMENT STANDARDS IN THE NEWTOWN HISTORIC DISTRICT, AND SECTION 17.196.030, PARKING STANDARDS, TO ADD BED AND BREAKFAST INNS.

WHEREAS, the ongoing application, administration and enforcement of Title 17, Zoning of the Salisbury Municipal Code, demonstrates a need for periodic review, evaluation, and amendments that will keep Title 17 current; and

WHEREAS, the Mayor and City Council may amend Title 17, Zoning, of the Salisbury Municipal Code, pursuant to the authority granted by Article 66B of the Maryland Annotated Code and in accordance with specific provisions of Chapter 17.228, Amendments and Rezoning, of Title 17, Zoning; and

WHEREAS, the Mayor and City Council requested that the Salisbury Planning and Zoning Commission periodically review Title 17 in light of existing procedural practices and input from the City Council and members of the public; and

WHEREAS, the Newtown Neighborhood Association has expressed its desire to allow bed and breakfast establishments within its neighborhood; and

WHEREAS, the Newtown Historic District is one of Salisbury's oldest and most treasured neighborhoods containing structures with architectural and historical significance and historical value to the community, the homes in the district are among the largest in Salisbury, their size has contributed to their lack of viability as private single-family residences and their use as group housing and rental homes; and

WHEREAS, bed and breakfast facilities contribute to the stability and vitality of a neighborhood and add to the charm of historic districts; and

WHEREAS, the City Council has proposed amendments to the Salisbury Municipal Code to create add bed and breakfast inns in the Newtown Historic District; and

WHEREAS, a Public Hearing on the proposed amendments was held by the Planning Commission in accordance with the provisions of Chapter 17.228, of Title 17, Zoning, of the Salisbury Municipal Code on December 18, 2014; and

**WHEREAS**, the Planning Commission did recommend approval of the proposed text amendments to Sections 17.04.120, 17.64.040, and 17.196.030.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE CITY OF SALISBURY, MARYLAND, that Title 17, Zoning, of the Salisbury Municipal Code is hereby amended as follows:

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A. THE RENTING OF SUCH ROOMS FOR SUCH PURPOSE IS INDICENTAL AND SUBORDINATE TO THE PRINCIPLE USE OF THE DWELLING;

- B. NO ROOMER'S STAY SHALL EXCEED FOURTEEN (14) DAYS IN ANY SIX MONTH PERIOD:
- C. ALL MEALS AND ALL AMENITIES CONNECTED WITH THE GUEST ROOMS SHALL BE SOLELY FOR USE BY THE OWNER, THE OWNER'S FAMILY AND THE OWNER'S REGISTERED GUESTS:
- D. THERE SHALL BE ONLY ONE KITCHEN AND NO GUEST ROOM SHALL INCLUDE COOKING FACILITIES;
- E. THE OWNER SHALL MAINTAIN A GUEST REGISTER, SHALL PRESERVE ALL REGISTRATION RECORDS FOR NO LESS THAN THREE (3) YEARS, AND SHALL CONSENT TO AND THEREAFTER MAKE SUCH RECORDS AVAILABLE IMMEDIATELY TO THE HOUSING INSPECTOR UPON REQUEST;
- F. THE OWNER MAY DISPLAY A SINGLE EXTERIOR SIGN, AS PROVIDED FOR UNDER SECTION 17.216.060, "SIGN STANDARDS"; AND,
- G. THE OWNER HAS BEEN ISSUED A PERMIT FOR THE USE AND OPERATION OF THE OWNER OCCUPIED DWELLING AS A BED AND BREAKFAST INN BY THE HOUSING INSPECTOR PURSUANT TO THE REQUIREMENTS ESTABLISHED BY ORDINANCE.

AMEND SECTION 17.64.040, USES AND DEVELOPMENT STANDARDS BY LETTERING THE CURENT SENTENCE OF THAT SECTION AS PARAGRAPH A AND ADDING THE FOLLOWING PARAGRAPH B:

B. IN ADDITION TO THOSE USES PERMITTED IN THE UNDERLYING ZONING DISTRICT, BED AND BREAKFAST INNS ARE PERMITTED IN THE NEWTOWN HISTORIC DISTRICT BY SPECIAL EXCEPTION, PROVIDED NO PARKING SHALL BE PERMITTED IN THE FRONT YARD.

AMEND SECTION 17.196.030 PARKING SPACE REQUIREMENTS, BY ADDING THE FOLLOWING:

**BED AND BREAKFAST INN:** 

TWO SPACES FOR THE PRINCIPLE USE, PLUS ONE ADDITIONAL SPACE FOR EACH GUEST ROOM AND EACH EMPLOYEE. REQUIRED SPACES TO BE PROVIDED ON SITE OR PROXIMATE TO THE SITE AS CONFIRMED BY SPECIAL EXCEPTION. IN RESIDENTIAL ZONES, THE MINIMUM PARKING SETBACK SHALL BE FIVE FEET AND, WHEN MORE THAN FOUR GUEST OR EMPLOYEE SPACES ARE REQUIRED, THE PARKING AREA SHALL BE SCREENED FROM DIRECT VIEW OF ANY NEARBY RESIDENTIAL USE BY A PLANTED

# VISUAL BARRIER CONSISTING OF EVERGREENS WITH A MINIMUM HEIGHT OF SIX FEET AND PLACED NO MORE THAN EIGHT FEET APART.

AND BE IT FURTHER ORDAINED BY THE CITY OF SALISBURY, MARYLAND, that this Ordinance shall take effect from and after the date of its final passage, but in no event until ten (10) days after the date of the Council's Public Hearing, and

THE	ABOVE	ORDINANCE	was intr	oduced at a n	neeting of	the Council	l on the
day of _	, 20	015, and thereaf	ter, a state	ment of the sul	bstance of	the ordinanc	e having
been publishe	ed as requ	ired by law, in	the meant	ime, was finall	y passed b	y the Counc	il on the
day of _	··	, 2015.					
ATTEST:							
Kim Nichols City Clerk				Jacob R. Da Salisbury Ci		L	
Approved by	me this						
day of		2015.					
James Ireton	- Ir						

Mayor of the City of Salisbury



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VISUAL BARRIER CONSISTING OF EVERGREENS WITH A MINIMUM HEIGHT OF SIX FEET AND PLACED NO MORE THAN EIGHT FEET APART. PARKING SHALL NOT BE LOCATED IN THE FRONT YARD AREA OF THE RESIDENCE.

James Ireton, Jr.

Mayor of the City of Salisbury