#### **ORDINANCE NO. 2578**

AN ORDINANCE OF THE CITY OF SALISBURY TO AMEND CHAPTER 12.20 CHESAPEAKE BAY CRITICAL AREA NATURAL RESOURCES PROGRAM, SECTIONS .010.A., .010.B., .010.C., .020.A., .110.A., .110.B., .120.B., .102.B.50., .120.B.92., .140.A.2.d., .190.B., .260.C., .270.B., .280.A.1., .290.D., .300.A., .310.A., .320, .350.C.5., .410.B., .530 AND .530.E. OF THE SALISBURY MUNICIPAL CODE BY DELETING THE REFERENCES TO THE DEPARTMENT OF PLANNING, ZONING AND COMMUNITY DEVELOPMENT AND REPLACING WITH THE DEPARTMENT OF INFRASTRUCTURE AND DEVELOPMENT, CORRECTING REFERENCES TO COMAR AND BY ADDING ARTICLE XIX, SECTION .540 TO ADD A SECTION FOR FEES AND COSTS; AND AN ORDINANCE OF THE CITY OF SALISBURY TO AMEND THE FEE SCHEDULE FOR FY 2020 TO ESTABLISH FEES FOR THE CRITICAL AREA PROGRAM.

WHEREAS, the Mayor and Council of the City of Salisbury re-organized the departmental structure of the City of Salisbury in 2017; and

WHEREAS, the section of the Municipal Code dealing with the Chesapeake Bay Critical Area Natural Resources Program cannot be altered without the prior approval of the State; and

WHEREAS, the Department of Planning, Zoning and Community Development was eliminated as part of the reorganization structure for the City of Salisbury; and

WHEREAS, the responsibilities of this department for the planning and zoning are handled by the newly created Department of Infrastructure and Development; and

WHEREAS, the State of Maryland has reorganized the Code of Maryland Regulations (COMAR) thereby making references to COMAR incorrect; and

WHEREAS, the Mayor and Council of the City of Salisbury desire to correct the COMAR references within the City Code; and

WHEREAS, Wicomico County currently administers the Critical Areas Natural Resources Program for Wicomico County and the City of Salisbury; and

WHEREAS, the City of Salisbury desires that the Department of Infrastructure and Development administer the Critical Areas Natural Resources Program for areas located within the City corporate boundary; and

WHEREAS, Ordinance No. 2541 set fees for FY2020; and

WHEREAS, the Department of Infrastructure and Development desires to amend the FY2020 fee scheduled to establish fees for the Critical Area Program so that they may be collected in FY 2020; and

WHEREAS, the Department of Infrastructure and Development recommends the FY2020 fee schedule be amended by adding the attached fee schedule.

NOW, THEREFORE, be it enacted and ordained by the City of Salisbury, that Chapter 12.20 of the City of Salisbury Municipal Code be amended as follows:

Chapter 12.20 - Chesapeake Bay Critical Area Natural Resources Program

Table of Contents

Chapter 12.20 Chesapeake Bay Critical Area Overlay District

Article I - Introduction

Section 12.20.010 - Critical Area Program background.

- A. The State's adopted Chesapeake Bay Critical Area Criteria require that the City of Salisbury Critical Area Program adhere to the general program criteria contained in COMAR [[14.15.10]]27.01.10, Directives for Local Program Development. These criteria set forth the provisions for program preparation by the Critical Area Commission in determining that a local critical area program is complete. COMAR [[14.14.10.01.F.]]27.01.10.01.G. states that [["local jurisdictions shall review and revise local plans, programs and regulations that are inconsistent with the intent of the policies and criteria."]] "(J)urisdictions shall review and revise local plans, programs, and regulations that are inconsistent with the intent of the policies and criteria in this subtitle." At a minimum, and if applicable, the local review and revisions shall include zoning Ordinances, comprehensive zoning maps, subdivision regulations and growth management Ordinances. In addition, the criteria require the local jurisdiction to demonstrate that its local programs are adopted to meet the criteria and law and are enforceable.
- B. Chapter 12.20 includes the special implementation provisions necessary to meet the requirements of COMAR [[14.15.10]]27.01.10. These regulations are required to ensure that the City of Salisbury Critical Area Program is implemented.
- C. Land use development standards and requirements established in this Chesapeake Bay Critical Area Overlay District Chapter implement the City of Salisbury's Critical Area Program consistent with the requirements of the Maryland Critical Area Law and the criteria, as adopted. These special provisions are adopted pursuant to Natural Resources Article, Title 8, Subtitle 18 of the Maryland Annotated Code and COMAR [[14.15]]27.01 the Critical Area Criteria. This Chapter contains regulations which establish the critical area district, the land management classifications required to be established for all lands within the critical area and special regulatory provisions that apply to development of land for residential, commercial, industrial or

institutional uses and agricultural, fishery or forestry activities in the City of Salisbury's Critical Area.

Article II - Purpose and Authority

Section 12.20.020 - Scope of regulations.

A. The purpose of this Chapter is to establish the critical area overlay district and to provide special regulatory protection for the land and water resources located within the Chesapeake Bay critical area in the City of Salisbury. Land use development standards and requirements established herein are intended to foster more sensitive development activity for shoreline areas and to minimize the adverse impacts of development activities on water quality and natural habitats. This Chapter implements the City of Salisbury's Critical Area Program and the requirements of the Maryland Critical Area Law and the Critical Area Criteria and is adopted pursuant to Natural Resources Article, Title 8, Subtitle 18 and COMAR [[14.15]]27.01, the Critical Area Criteria.

Article IV – Critical Area Overlay District Zoning Map, Land Management Classifications and Certificate of Compliance.

Section 12.20.110 - Chesapeake Bay Critical Area Certificate of Compliance.

12.20.110 – Chesapeake Bay Critical Area Certificate of Compliance.

- A. No land may be disturbed nor may any building or structure be constructed, extended, altered, repaired, changed or converted to another use until the Department of [[Planning, zoning and Community Development]] Infrastructure and Development has issued a final Chesapeake Bay critical area certificate of compliance.
- B. No zoning authorization may be issued nor may any land be subdivided for the purpose of sale or exchange until the Department of [[Planning Zoning and Community Development]] Infrastructure and Development has issued a final Chesapeake Bay critical area certificate of compliance.

Article V - Definitions and Word Usage

Section 12.20.120 - Definitions and word usage.

- B. Definitions applicable to terms used in the critical area district not already contained herein shall be the same as those contained in the Chesapeake Bay Critical Area Criteria, COMAR [[4.15.01]]27.01.01.
- 50. "Habitat Protection Plan" means a plan that provides for the protection and conservation of the species and habitats identified as Habitat Protection Areas in the Critical Area. The plan shall be specific to the site or area where the species [[o]] or its habitat is located

and shall address all aspects of a proposed development activity that may affect the continued presence of the species. These include, but are not limited to, cutting, clearing, alterations of natural hydrology, and increases in lot coverage. In developing the Plan, an applicant shall coordinate with the Department of Natural Resources to ensure that the Plan is adequate to provide for long-term conservation and can be effectively implemented on the specific site.

92. "Program amendment" means any change or proposed change to an adopted Ordinance that is not determined by the Chairman of the Critical Area Commission to be [[a]] an Ordinance refinement.

Article VII - The 100-Foot Buffer

Section 12.20.140 - Applicability and delineation.

- A. An applicant for a development activity or a change in land use shall apply all of the required standards for a minimum 100-foot Buffer as described in this Article, The minimum 100-foot Buffer shall be delineated in the field and shall be shown on all applications as follows:
  - 2. The Buffer shall be expanded beyond the minimum 100-foot Buffer as described in §12.20.140 above and the minimum 200-foot Buffer as described in subsection A.3. below, to include the following contiguous land features:
    - d. For an area of hydric soils or highly erodible soils, the lesser of:
      - (1) The landward edge of the hydric or highly erodible soils; [[o]] or
      - (2) Three hundred feet where the expansion area includes the minimum 100-foot Buffer.

Section 12.20.190 - Required submittal of Buffer Management Plans.

B. Any permit for development activity that requires Buffer establishment or Buffer mitigation will not be issued until a Buffer Management Plan is approved by the City of Salisbury Department of [[Planning, Zoning and Community Development]] Infrastructure and Development.

Article X – Site Plans

Section 12.20.260 - Approving authority.

A. Site plans accompanying individual building permit applications shall be approved by the City of Salisbury Planning and Zoning Commission or its designee. The Department of **[[Planning, Zoning and Community Development]]** *Infrastructure and Development* may waive some or all of the site plan information requirements of Section 12.20.260 and may permit an applicant for an individual building permit to submit an abbreviated or minor site plan and environmental assessment, except where said projects are located in or adjoining an environmentally sensitive area.

Section 12.20.270 - Information required.

- B. A boundary survey plat of the entire site at a scale of not smaller than one inch equals fifty (50) feet unless otherwise specified or approved by the Department of [[Planning, Zoning and Community Development]] Infrastructure and Development, showing the following:
  - 1. Existing topography at two- or five-foot contour intervals. Datum shall be stated in all cases and a reference or bench mark described on the plat together with the elevation. The source of contours shall be stated on the plat, such as field run or aerial topography, etc. Interpolation of contours from United States Geological Survey (USGS) quadrangle maps will not be accepted;
  - 2. Slopes in excess of fifteen (15) percent and the specific identification of all soils with a slope of fifteen (15) percent or greater;
  - 3. Existing and proposed regraded surface of the land;
  - 4. The location of natural features such as streams, major ravines and drainage patterns on the parcel to be developed and the location of trees measuring greater than twelve (12) inches in diameter to be retained along with existing natural vegetation;
  - 5. Floodplain boundaries (one-hundred-year);
  - 6. An existing-conditions map, including natural and manmade features;
  - 7. The location and areal extent of all soils with septic limitations, wet soils, hydric soils and soils with hydric properties as shown on the Wicomico County soil survey.

Section 12.20.280 - Special provisions for water-dependent facilities.

- A. All applications for development of commercial marinas, maritime commercial or industrial uses or other water-related uses, except private piers, in the critical area shall prepare a site plan as above and shall also include the following information:
- 1. Water depth contours shown at two-foot intervals at mean low water taken by sounding (unless otherwise specified by the Department of [[Planning, Zoning and Community Development]] Infrastructure and Development);

Section 12.20.290 - Procedure for preparation.

D. Every site plan shall show the name and address of the owner and developer, the election district, north point, date, scale of the drawing and the number of sheets. Five clearly legible copies of all site plans shall be submitted to the Department of [[Planning, Zoning and Community Development]] Infrastructure and Development (which may require that additional copies be provided when necessary).

Section 12.20.300 - Procedure for processing.

A. Upon receipt of the site plan, the Department of [[Planning, Zoning and Community Development]] Infrastructure and Development shall conduct a review soliciting technical comments from other departments, agencies and officials as the Department of [[Planning, Zoning and Community Development]] Infrastructure and Development may deem appropriate.

Section 12.20.310 - Construction of required improvements.

A. Upon final approval of a site plan and issuance of a final Chesapeake Bay critical areas certificate of compliance, the applicant shall then secure the necessary construction permits from appropriate agencies before commencing work. The applicant may construct only such improvements as have been approved by the Department of [[Planning, Zoning and Community Development]] Infrastructure and Development.

Section 12.20.320 – Expiration and extension.

Approval of site plans shall be for a one-year period and shall expire at the end of that period unless building construction has begun. Upon written request by the applicant, within ninety (90) days of the expiration of said approval, a one-year extension may be given by the Department of [[Planning, Zoning and Community Development]]Infrastructure and Development. Such request shall be acknowledged, and a decision rendered thereupon, not more than thirty (30) days after the filing of said request.

Article XII - Variance

Section 12.20.350 – Standards.

C. Decisions.

The City of Salisbury Board of Zoning Appeals shall examine all facts of the case and render a decision. Variance requests in the critical area shall not be granted unless the decision is based on the following criteria:

5. That the granting of a variance will not adversely affect water quality or adversely impact fish, wildlife or plant habitat within the critical area district and that the granting of the variance will be consistent with the spirit and intent of the City of Salisbury's critical area program and associated Chapters as well as State law and regulations adopted under Subtitle 18 of the Natural Resource Article and COMAR [[14.15]]27.01;

Article XIII - Amendments

Section 12.20.410 – Amendment procedures.

B. Map amendments involving specific properties requested by the property owner shall be submitted to the Department of [[Planning, Zoning and Community Development]] Infrastructure and Development.

Article XVIII - Violations and Enforcement

Section 12.20.530 – Violations and Enforcement.

Whenever a violation of this Chapter occurs or is alleged to have occurred, any person may file a written complaint. Such complaint, stating in full the causes and basis thereof, shall be filed with the Department of [[Planning, Zoning and Community Development]] Infrastructure and

Development. The planning director shall properly record the complaint, immediately investigate and take action thereon as provided by this section.

A. Right to enter property.

Except as otherwise authorized and in accordance with the procedures specified herein, the Mayor and Council or their designee may obtain access to and enter a property in order to identify or verify a suspected violation, restrain a development activity, or issue a citation if The City of Salisbury has probable cause to believe that a violation of this Ordinance has occurred, is occurring, or will occur. The City of Salisbury [[Planning, Zoning, and Community Development] Infrastructure and Development Department staff shall make a reasonable effort to contact a property owner before obtaining access to or entering the property. If entry is denied, the City of Salisbury municipal government may seek an injunction to enter the property to pursue an enforcement action.

Article XIX – Fees And Costs

Section 12.20.540 – Fees and Costs

A. All fees and costs charged by the City of Salisbury Infrastructure and Development Department in administering the Critical Areas Programs shall be as listed herein or as set forth in the annual fee schedule resolution.

В.

Certificate of Compliance (Per Code 12.20.110)		
Building Permits	75	
Major Subdivision: Preliminary	100	
Major Subdivision: Final	100	Plus (\$25 per lot)
Minor Subdivisions	50	
Plan approval/special projects	50	
Site Plans	50	
Sketch Plat	50	
Resubdivision	50	
Buffer Management Plan	50	
Fee-In-Lieu (Per Code 12.20.540)		\$1.50 per square foot of mitigation area

C. All fees and costs collected by the City of Salisbury Infrastructure and Development Department in administering the Critical Areas Programs shall be deposited into a designated fund for the Critical Areas Programs.

### **EXPLANATION:**

\* ITALICIZED PRINT INDICATED MATERIAL ADDED TO EXISTING LAW.

Deleted material from the existing Charter is indicated by bold double bracketed [[ ]] language.

AND BE IT FURTHER ENACTED AND ORDAINED BY THE CITY OF SALISBURY, MARYLAND, that the fee amounts included in the attached Exhibit 1 – amended FY 2020 Fee Schedule – shall be adopted by the City of Salisbury and the amounts set forth therein shall supersede the corresponding fee amounts prescribed in the Salisbury Municipal Code until one or more of the said fees are subsequently amended; and

AND BE IT FURTHER ENACTED AND ORDAINED BY THE CITY OF SALISBURY, MARYLAND, that the Ordinance shall take effect upon final passage.

THIS ORDINANCE was introduced and read at a meeting of the Council of the City of Salisbury held on the 10<sup>th</sup> day of February, 2020 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 24<sup>th</sup> day of February, 2020.

ATTEST:

Kimberly R. Nichols, City Clerk

John R. Heath, City Council

President

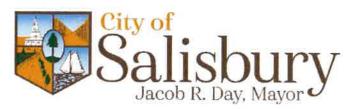
Approved by me, this 26

\_day of \_FEB WALT

2020.

Jacob R. Day, Mayor

Certificate of Compliance (Per Code 12.20.110)		
Building Permits	75	
Major Subdivision: Preliminary	100	
Major Subdivision: Final	100	Plus (\$25 per lot)
Minor Subdivisions	50	
Plan approval/special projects	50	
Site Plans	50	
Sketch Plat	50	
Resubdivision	50	
Buffer Management Plan	50	
Fee-In-Lieu (Per Code 12.20.540)		\$1.50 per square foot of mitigation area



To: Julia Glanz, City Administrator

From: Amanda Pollack, P.E., Director of Infrastructure and Development

Date: December 24, 2019

Re: Ordinance to modify Critical Area enabling ordinance

The State of Maryland adopted the Chesapeake Bay Critical Area legislation in 1984 with the intent of protecting the bay. These regulations require that local jurisdictions within the area develop their own program for implementation that adheres to the general criteria contained in Code of Maryland Regulations (COMAR). Salisbury's program has, until recently, been administered by Wicomico County. With the reorganization of the City's Public Works Department and the creation of the Department of Infrastructure and Development to include Planning functions, the administration of the Critical Area Program is now the responsibility of the Department of Infrastructure and Development.

To codify the changes, attached is an ordinance that: (1) modifies the department name, (2) updates COMAR references and (3) provides for fees and costs to be allocated to funds designated for the Critical Area Program (see Attachment A). This process is considered a text amendment.

Text amendments are first addressed in a Public Hearing with the Planning Commission and the recommendations are forwarded to the Mayor and Council for adoption at a second Public Hearing. The Planning commission passed a unanimous favorable recommendation of the Ordinance on December 19, 2019.

Other attachments are the Planning Commission Staff report, the advertising notice for Planning Commission's Public Hearing and a map of the Critical Area located within the municipal boundaries of Salisbury (see Attachments B, C, and D).

Unless you or the Mayor have further questions, please forward a copy of this memo and the Ordinance to the City Council.

1	ORDINANCE NO.
2	<del></del>
3	AN ORDINANCE OF THE CITY OF SALISBURY TO AMEND CHAPTER 12.20
4	CHESAPEAKE BAY CRITICAL AREA NATURAL RESOURCES PROGRAM, SECTIONS
5	.010.A., .010.B., .010.C., .020.A., .110.A., .110.B., .120.B., .102.B.50., .120.B.92., .140.A.2.d.,
6	.190.B., .260.C., .270.B., .280.A.1., .290.D., .300.A., .310.A., .320, .350.C.5., .410.B., .530 AND
7	.530.E. OF THE SALISBURY MUNCIPAL CODE BY DELETING THE REFERENCES TO
8	THE DEPARTMENT OF PLANNING, ZONING AND COMMUNITY DEVELOPMENT AND
9	REPLACING WITH THE DEPARTMENT OF INFRASTRUCTURE AND DEVELOPMENT.
10	CORRECTING REFERENCES TO COMAR AND BY ADDING ARTICLE XIX, SECTION
11	.540 TO ADD A SECTION FOR FEES AND COSTS; AND AN ORDINANCE OF THE CITY
12	OF SALISBURY TO AMEND THE FEE SCHEDULE FOR FY 2020 TO ESTABLISH FEES
13	FOR THE CRITICAL AREA PROGRAM.
14	
15	WHEREAS, the Mayor and Council of the City of Salisbury re-organized the
16	departmental structure of the City of Salisbury in 2017; and
17	
18	WHEREAS, the section of the Municipal Code dealing with the Chesapeake Bay Critical
19	Area Natural Resources Program cannot be altered without the prior approval of the State; and
20	WHICHEAG A D
21	WHEREAS, the Department of Planning, Zoning and Community Development was
22 23	eliminated as part of the reorganization structure for the City of Salisbury; and
24	WHEDEAS the regressibilities of this department of the state of the st
25	WHEREAS, the responsibilities of this department for the planning and zoning are handled by the newly created Department of Infrastructure and Development; and
26	named by the newly created Department of Infrastructure and Development; and
27	WHEREAS, the State of Maryland has reorganized the Code of Maryland Regulations
28	(COMAR) thereby making references to COMAR incorrect; and
29	(* **** and **** making references to contact, and
30	WHEREAS, the Mayor and Council of the City of Salisbury desire to correct the
31	COMAR references within the City Code; and
32	
33	WHEREAS, Wicomico County currently administers the Critical Areas Natural
34	Resources Program for Wicomico County and the City of Salisbury; and
35	o only of building, and
36	WHEREAS, the City of Salisbury desires that the Department of Infrastructure and
37	Development administer the Critical Areas Natural Resources Program for areas located within
38	the City corporate boundary; and
39	
40	WHEREAS, Ordinance No. 2541 set fees for FY2020; and
41	, , , , , , , , , , , , , , , , , , ,

WHEREAS, the Department of Infrastructure and Development desires to amend the 42 FY2020 fee scheduled to establish fees for the Critical Area Program so that they may be 43 collected in FY 2020; and 44 45 WHEREAS, the Department of Infrastructure and Development recommends the FY2020 46 fee schedule be amended by adding the attached fee schedule. 47 48 NOW, THEREFORE, be it enacted and ordained by the City of Salisbury, that Chapter 49 12.20 of the City of Salisbury Municipal Code be amended as follows: 50 51 52 Chapter 12.20 - Chesapeake Bay Critical Area Natural Resources Program 53 Table of Contents Chapter 12.20 Chesapeake Bay Critical Area Overlay District 54 55 Article I - Introduction 56 Section 12.20.010 - Critical Area Program background. 57 The State's adopted Chesapeake Bay Critical Area Criteria require that the City of 58 Salisbury Critical Area Program adhere to the general program criteria contained in COMAR 59 [[14.15.10]] 27.01.10, Directives for Local Program Development. These criteria set forth the 60 provisions for program preparation by the Critical Area Commission in determining that a local 61 critical area program is complete. COMAR [[14.14.10.01.F.]]27.01.10.01.G. states that [["local 62 jurisdictions shall review and revise local plans, programs and regulations that are 63 inconsistent with the intent of the policies and criteria." [] "(J)urisdictions shall review and 64 revise local plans, programs, and regulations that are inconsistent with the intent of the policies 65 and criteria in this subtitle." At a minimum, and if applicable, the local review and revisions 66 shall include zoning Ordinances, comprehensive zoning maps, subdivision regulations and 67 growth management Ordinances. In addition, the criteria require the local jurisdiction to 68 demonstrate that its local programs are adopted to meet the criteria and law and are enforceable. 69 Chapter 12.20 includes the special implementation provisions necessary to meet the 70 requirements of COMAR [[14.15.10]]27.01.10. These regulations are required to ensure that the 71 City of Salisbury Critical Area Program is implemented. 72 Land use development standards and requirements established in this Chesapeake Bay 73 Critical Area Overlay District Chapter implement the City of Salisbury's Critical Area Program 74 consistent with the requirements of the Maryland Critical Area Law and the criteria, as adopted. 75 These special provisions are adopted pursuant to Natural Resources Article, Title 8, Subtitle 18 76 of the Maryland Annotated Code and COMAR [[14.15]]27.01 the Critical Area Criteria. This 77 Chapter contains regulations which establish the critical area district, the land management 78 classifications required to be established for all lands within the critical area and special 79 regulatory provisions that apply to development of land for residential, commercial, industrial or 80

- 81 institutional uses and agricultural, fishery or forestry activities in the City of Salisbury's Critical
- 82 Area.

83

- 84 Article II Purpose and Authority
- 85 Section 12.20.020 Scope of regulations.
- 86 A. The purpose of this Chapter is to establish the critical area overlay district and to provide
- 87 special regulatory protection for the land and water resources located within the Chesapeake Bay
- 88 critical area in the City of Salisbury. Land use development standards and requirements
- 89 established herein are intended to foster more sensitive development activity for shoreline areas
- and to minimize the adverse impacts of development activities on water quality and natural
- 91 habitats. This Chapter implements the City of Salisbury's Critical Area Program and the
- 92 requirements of the Maryland Critical Area Law and the Critical Area Criteria and is adopted
- 93 pursuant to Natural Resources Article, Title 8, Subtitle 18 and COMAR [[14.15]] 27.01, the
- 94 Critical Area Criteria.

95

- 96 Article IV Critical Area Overlay District Zoning Map, Land Management Classifications and
- 97 Certificate of Compliance.
- 98 Section 12.20.110 Chesapeake Bay Critical Area Certificate of Compliance.
- 99 12.20.110 Chesapeake Bay Critical Area Certificate of Compliance.

100

- 101 A. No land may be disturbed nor may any building or structure be constructed, extended,
- altered, repaired, changed or converted to another use until the Department of [[Planning,
- zoning and Community Development]] Infrastructure and Development has issued a final
- 104 Chesapeake Bay critical area certificate of compliance.

105

- B. No zoning authorization may be issued nor may any land be subdivided for the purpose of
- sale or exchange until the Department of [[Planning Zoning and Community
- 108 Development]]Infrastructure and Development has issued a final Chesapeake Bay critical area
- 109 certificate of compliance.

110

- 111 Article V Definitions and Word Usage
- 112 Section 12.20.120 Definitions and word usage.
- 113 B. Definitions applicable to terms used in the critical area district not already contained herein
- shall be the same as those contained in the Chesapeake Bay Critical Area Criteria, COMAR
- 115 **[[4.15.01]]** *27.01.01*.
- 116 50. "Habitat Protection Plan" means a plan that provides for the protection and conservation of the species and habitats identified as Habitat Protection Areas in the Critical Areas
- 117 conservation of the species and habitats identified as Habitat Protection Areas in the Critical Area.

  118 The plan shall be specific to the site or area where the species [[0]] or its habitat is located and

- shall address all aspects of a proposed development activity that may affect the continued presence 119
- of the species. These include, but are not limited to, cutting, clearing, alterations of natural 120
- hydrology, and increases in lot coverage. In developing the Plan, an applicant shall coordinate with 121
- the Department of Natural Resources to ensure that the Plan is adequate to provide for long-term 122
- conservation and can be effectively implemented on the specific site. 123
- "Program amendment" means any change or proposed change to an adopted 124
- Ordinance that is not determined by the Chairman of the Critical Area Commission to be [[a]] an 125
- Ordinance refinement. 126

127

- Article VII The 100-Foot Buffer 128
- Section 12.20.140 Applicability and delineation. 129
- 130 A. An applicant for a development activity or a change in land use shall apply all of the required
- standards for a minimum 100-foot Buffer as described in this Article, The minimum 100-foot 131
- Buffer shall be delineated in the field and shall be shown on all applications as follows: 132
- The Buffer shall be expanded beyond the minimum 100-foot Buffer as described in 133
- \$12.20.140 above and the minimum 200-foot Buffer as described in subsection A.3. 134
- below, to include the following contiguous land features: 135
- For an area of hydric soils or highly erodible soils, the lesser of: 136
- The landward edge of the hydric or highly erodible soils; [[0]] or 137
- Three hundred feet where the expansion area includes the minimum 100-foot 138 (2) Buffer.
- 139
- Section 12.20.190 Required submittal of Buffer Management Plans. 140
- Any permit for development activity that requires Buffer establishment or Buffer 141
- mitigation will not be issued until a Buffer Management Plan is approved by the City of 142
- Salisbury Department of [[Planning, Zoning and Community Development]] Infrastructure 143
- and Development. 144

145

- Article X Site Plans 146
- Section 12.20.260 Approving authority. 147
- Site plans accompanying individual building permit applications shall be approved by the 148
- City of Salisbury Planning and Zoning Commission or its designee. The Department of 149
- [[Planning, Zoning and Community Development]] Infrastructure and Development may 150
- waive some or all of the site plan information requirements of Section 12.20.260 and may permit 151
- an applicant for an individual building permit to submit an abbreviated or minor site plan and 152
- environmental assessment, except where said projects are located in or adjoining an 153
- environmentally sensitive area. 154
- Section 12.20.270 Information required. 155

- A boundary survey plat of the entire site at a scale of not smaller than one inch equals fifty 156 (50) feet unless otherwise specified or approved by the Department of [[Planning, Zoning and 157 Community Development]] Infrastructure and Development, showing the following: 158
- 159 Existing topography at two- or five-foot contour intervals. Datum shall be stated 1. in all cases and a reference or bench mark described on the plat together with the 160 elevation. The source of contours shall be stated on the plat, such as field run or 161 aerial topography, etc. Interpolation of contours from United States Geological 162 Survey (USGS) quadrangle maps will not be accepted; 163
- 2. Slopes in excess of fifteen (15) percent and the specific identification of all soils 164 with a slope of fifteen (15) percent or greater; 165
- 3. Existing and proposed regraded surface of the land; 166
  - The location of natural features such as streams, major ravines and drainage 4. patterns on the parcel to be developed and the location of trees measuring greater than twelve (12) inches in diameter to be retained along with existing natural vegetation;
    - 5. Floodplain boundaries (one-hundred-year);
- An existing-conditions map, including natural and manmade features; 172 6.
- The location and areal extent of all soils with septic limitations, wet soils, hydric 173 7. soils and soils with hydric properties as shown on the Wicomico County soil 174 175 survey.
- Section 12.20.280 Special provisions for water-dependent facilities. 176
- All applications for development of commercial marinas, maritime commercial or 177
- industrial uses or other water-related uses, except private piers, in the critical area shall prepare a 178 179
- site plan as above and shall also include the following information:
- Water depth contours shown at two-foot intervals at mean low water taken by 180
- sounding (unless otherwise specified by the Department of [[Planning, Zoning and 181
- 182 **Community Development**] *Infrastructure and Development*);
- 183 Section 12.20.290 - Procedure for preparation.
- 184 Every site plan shall show the name and address of the owner and developer, the election
- district, north point, date, scale of the drawing and the number of sheets. Five clearly legible 185
- copies of all site plans shall be submitted to the Department of [[Planning, Zoning and 186
- Community Development]]Infrastructure and Development (which may require that additional 187
- copies be provided when necessary). 188
- Section 12.20.300 Procedure for processing. 189
- 190 Upon receipt of the site plan, the Department of [[Planning, Zoning and Community
- Development]]Infrastructure and Development shall conduct a review soliciting technical 191
- comments from other departments, agencies and officials as the Department of [[Planning, 192
- Zoning and Community Development] Infrastructure and Development may deem 193
- 194 appropriate.

167

168

169 170

171

195 Section 12.20.310 - Construction of required improvements.

- 196 A. Upon final approval of a site plan and issuance of a final Chesapeake Bay critical areas
- 197 certificate of compliance, the applicant shall then secure the necessary construction permits from
- 198 appropriate agencies before commencing work. The applicant may construct only such
- improvements as have been approved by the Department of [[Planning, Zoning and
- 200 **Community Development**] *Infrastructure and Development*.
- 201 Section 12.20.320 Expiration and extension.
- 202 Approval of site plans shall be for a one-year period and shall expire at the end of that period
- unless building construction has begun. Upon written request by the applicant, within ninety (90)
- 204 days of the expiration of said approval, a one-year extension may be given by the Department of
- [[Planning, Zoning and Community Development]] Infrastructure and Development. Such
- request shall be acknowledged, and a decision rendered thereupon, not more than thirty (30) days
- after the filing of said request.
- 208
- 209 Article XII Variance
- 210 Section 12.20.350 Standards.
- 211 C. Decisions.
- The City of Salisbury Board of Zoning Appeals shall examine all facts of the case and render a
- 213 decision. Variance requests in the critical area shall not be granted unless the decision is based
- on the following criteria:
- 5. That the granting of a variance will not adversely affect water quality or adversely impact
- 216 fish, wildlife or plant habitat within the critical area district and that the granting of the variance
- 217 will be consistent with the spirit and intent of the City of Salisbury's critical area program and
- 218 associated Chapters as well as State law and regulations adopted under Subtitle 18 of the Natural
- 219 Resource Article and COMAR [[14.15]] 27.01;
- 220
- 221 Article XIII Amendments
- Section 12.20.410 Amendment procedures.
- 223 B. Map amendments involving specific properties requested by the property owner shall be
- submitted to the Department of [[Planning, Zoning and Community
- **Development**] *Infrastructure and Development*.
- 226
- 227 Article XVIII Violations and Enforcement
- 228 Section 12.20.530 Violations and Enforcement.
- Whenever a violation of this Chapter occurs or is alleged to have occurred, any person may file a
- written complaint. Such complaint, stating in full the causes and basis thereof, shall be filed with
- 231 the Department of [[Planning, Zoning and Community Development]] Infrastructure and

- Development. The planning director shall properly record the complaint, immediately investigateand take action thereon as provided by this section.
- 234 A. Right to enter property.

Except as otherwise authorized and in accordance with the procedures specified herein, the Mayor and Council or their designee may obtain access to and enter a property in order to identify or verify a suspected violation, restrain a development activity, or issue a citation if The

- identify or verify a suspected violation, restrain a development activity, or issue a citation if The City of Salisbury has probable cause to believe that a violation of this Ordinance has occurred, is
- occurring, or will occur. The City of Salisbury [[Planning, Zoning, and Community
- 240 Development]]Infrastructure and Development Department staff shall make a reasonable effort
- 241 to contact a property owner before obtaining access to or entering the property. If entry is denied,
- 242 the City of Salisbury municipal government may seek an injunction to enter the property to
- 243 pursue an enforcement action.
- 244

238

- 245 Article XIX Fees And Costs
- 246 Section 12.20.540 Fees and Costs
- 247 A. All fees and costs charged by the City of Salisbury Infrastructure and Development
- 248 Department in administering the Critical Areas Programs shall be as listed herein or as set
- 249 forth in the annual fee schedule resolution.
- 250 B.

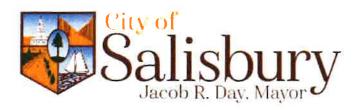
Certificate of Compliance (Per Code 12.20.110)		
Building Permits	75	
Major Subdivision: Preliminary	100	
Major Subdivision: Final	100	Plus (\$25 per lot)
Minor Subdivisions	50	
Plan approval/special projects	50	
Site Plans	50	
Sketch Plat	50	
Resubdivision	50	
Buffer Management Plan	50	
Fee-In-Lieu (Per Code 12.20.540)		\$1.50 per square foot of mitigation area

- 251
- 252 C. All fees and costs collected by the City of Salisbury Infrastructure and Development
- 253 Department in administering the Critical Areas Programs shall be deposited into a designated
- 254 fund for the Critical Areas Programs.
- 255
- **EXPLANATION:**
- 256257258
- \* ITALICIZED PRINT INDICATED MATERIAL ADDED TO EXISTING LAW.
- Deleted material from the existing Charter is indicated by bold double bracketed [[]]
- 260 language.

261 262 263 264 265 266	AND BE IT FURTHER ENACTED AND ORDAIN SALISBURY, MARYLAND, that the fee amounts included FY 2020 Fee Schedule – shall be adopted by the City of Saltherein shall supersede the corresponding fee amounts present Code until one or more of the said fees are subsequently amounts.	d in the attached Exhibit 1 – amended isbury and the amounts set forth cribed in the Salisbury Municipal		
267		IDD DV TVIE CITTL OF		
268	AND BE IT FURTHER ENACTED AND ORDAIN	,		
269	SALISBURY, MARYLAND, that the Ordinance shall take	effect upon final passage.		
270	THE ORDINANCE was introduced and mad at a m	esting of the Council of the City of		
271	THIS ORDINANCE was introduced and read at a m	_		
272	Salisbury held on the day of, 20 and thereafter, a statement of the			
273	substance of the ordinance having been published as required by law, in the meantime, was			
274	finally passed by the Council on the day of	, 2020,		
275				
276	ATTEST:			
277				
278	2			
279	Kimberly R. Nichols, City Clerk	John R. Heath, City Council		
280		President		
281				
282	Approved by me, thisday of, 20	020.		
283				
284				
285				
286	Jacob R. Day, Mayor			
287				

Critical Area Program	(by the Department of Infrastructure and Development)
military them in the Property	tot the beportment of infloativetore and bevelopment

Certificate of Compliance (Per Code 12.20.110)		
Building Permits	75	
Major Subdivision: Preliminary	100	
Major Subdivision: Final	100	Plus (\$25 per lot)
Minor Subdivisions	50	
Plan approval/special projects	50	
Site Plans	50	
Sketch Plat	50	
Resubdivision	50	
Buffer Management Plan	50	
ee-In-Lieu (Per Code 12.20.540)		\$1.50 per square foot of mitigation area



# Infrastructure and Development Planning and Zoning Commission Staff Report

Meeting of December 19, 2019

#### I. BACKGROUND INFORMATION:

**Applicant:** The City of Salisbury

Request: Text Amendment of Chapter 12.20 Chesapeake Bay Critical Area Natural

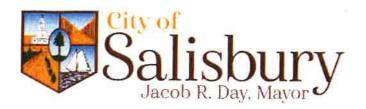
**Resources Program** 

#### II. DISCUSSION:

The State of Maryland adopted the Chesapeake Bay Critical Area (CBCA) legislation in 1984 with the intent of protecting the bay. These regulations require that local jurisdictions within the area develop their own program for implementation that adheres to the general criteria contained in COMAR 14.15.10, Directives for Local Program Development. Salisbury's program has, until recently fell to Wicomico County for administering. With the reorganization of the City and the creation of the Department of Infrastructure and Development (DID) this now the responsibility of DID.

As a part of making this official, the original ordinance, which is Chapter 12.20 of the Municipal Code of Salisbury needs to be modified to include the correct references, which is considered a text amendment (see Attachments A-Ordinance and B-Map). The City's program states that a Public Hearing resulting in a recommendation from the Planning Commission is to be forwarded to the Mayor and Council for consideration. The Mayor and Council will hold a Public Hearing, prior to adopting the proposed ordinance. By adoption, the City will be officially be responsible for implementing the City of Salisbury's CBCA program, including plan review and the collections of fees.

# ATTACHMENT B



## III. STAFF RECOMMENDATION:

The Department of Infrastructure and Development recommends that the Planning Commission forward a **FAVORABLE** recommendation to the Mayor and City Council for the proposed Chapter 12.20 Chesapeake Bay Critical Area Natural Resources Program amendment to the Municipal Code of Salisbury.

#### SALISBURY PLANNING AND ZONING COMMISSION NOTICE OF PUBLIC HEARING TEXT AMENDMENT

An ordinance of the City of Salisbury to amend chapter 12.20 Chesapeake Bay Critical Area Natural Resources program, Sections .010.a., .010.b., .010.c., .020.a., .110.a., .110.b., .120.b., .102.b.50., .120.b.92., .140.a.2.d., .190.b., .260.c., .270.b., .280.a.1., .290.d., .300.a., .310.a., .320, .350.c.5., .410.b., .530 and .530.e of the Salisbury Municipal Code by deleting the references to the Department of Planning, Zoning and Community Development and replacing with the Department of Infrastructure and Development, correcting references to Comar and by adding Article XIX, section .540 to add a section for fees and costs; and an ordinance of the City of Salisbury to amend the fee schedule for fy 2020 to establish fees for the Critical Area Program.

#### A PUBLIC HEARING WILL BE HELD ON

Thursday, December 19, 2019, at 1:35 P.M. in the Council Chambers, Room 301, of the Government Office Building, 125 North Division Street, Salisbury, Maryland to hear opponents and proponents, if there be any.

Subsequent to the consideration of this proposal by the Salisbury Planning and Zoning Commission, a recommendation will be made to the Salisbury City Council for its consideration at a Public Hearing.

The Commission reserves the right to close a part of this meeting as authorized by State Government section 10-508(a) of the Maryland Annotated Code.

(FOR FURTHER INFORMATION CALL 410-548-3170)

Charles "Chip" Dashiell, Chairman 12/4 & 12/11 19

ATTACHMENT C

