

City of Hagerstown Planning Commission

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Annual Report for Calendar Year 2011



Planning Commission

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I. Comprehensive Plan Updates

- A. Land Use Plan. The Planning Commission and staff began discussions on a future Comprehensive Plan amendment to update the Land Use Plan to reflect changes made during the City and the County comprehensive rezoning endeavors. This work was tabled to allow the Planning Commission to conclude their comprehensive update to the Land Management Code.

II. Actions to Implement Land Use Recommendations of Comprehensive Plan

- A. Comprehensive Update of Land Management Code. – The Planning Commission spent much of 2011 and early 2012 reviewing proposed amendments to the City's Land Management Code (zoning, subdivision, forest conservation, and floodplain). These amendments implement various recommendations of the 2008 Comprehensive Plan, as well as changes proposed by staff to bring the City's land development regulations up to current standards and to make the ordinances more user-friendly. The Planning Commission's public hearing was held on May 30, 2012. Adoption by the Mayor and City Council is anticipated by third quarter of 2012.

- B. Rezoning.

1. Pangborn Corporation. In 2011, the City processed a rezoning application for the Pangborn property on Pangborn Boulevard. This rezoning request was



Pangborn Corporation Site

linked with an annexation request for a portion of the parcel which was located outside the city. The requested zoning was Professional Office Mixed-Use (POM). The portion within the city was zoned Neighborhood Mixed-Use (N-MU) and the portion outside the city was zoned Industrial General (IG). The basis for the rezoning was mistake in the reasoning for giving the parcel N-MU zoning during the comprehensive rezoning. The Mayor and City Council adopted the rezoning on April 24, 2012.

III. Annexations, Major Development Projects, and Public Infrastructure Improvements

- A. Annexations. In 2011, the City administered the Annexation Policy for requests for City water and wastewater service outside the City limits. Four annexation resolutions were adopted in 2011. All the annexations were within the City's Comprehensive Plan designated Medium Range Growth Area (MRGA) and the Priority Funding Area (PFA).

1. Pangborn Corporation – A request to annex the eastern most 6.55 acres of the Pangborn property on Pangborn Boulevard was processed in 2011. The requested zoning was Professional Office Mixed-Use (POM) to match a concurrent rezoning request for the balance of the property in the city. The annexation resolution was adopted by the Mayor and City Council on March 27, 2012.
2. Stone Soup LLC/Eddie’s Tire Annexation – A request to annex two properties, totaling 4.12 acres, off of Eastern Boulevard, zoned Commercial General was processed in mid-2011. The annexation was part of a project to redevelop a vacant grocery store (Food Lion) into a medical office building. The Mayor & Council approved the annexation resolution on August 23, 2011.
3. Tractor Supply Company – A request to annex an existing warehouse on Hopewell Road (west of Interstate 81), zoned Industrial General was processed in Fall 2011. The annexation was a follow-up on a water agreement between Tractor Supply and the City from 2004. The annexation resolution was adopted by Mayor & Council on October 25, 2011.
2. State Highway Administration – The City took the initiative to annex 5.32 acres along I-70 owned by the State Highway Administration. The proposed zoning was C4 and POM to match the adjoining zoned land in the city. The annexation resolution was adopted by the Mayor and City Council on April 26, 2011.
3. Beltway Properties – A request to annex 1.41 acres on the north side of MD 58 was accepted in 2010. The plan is to incorporate this tract into the adjoining R3 zoned land in the Collegiate Acres development to provide more regular property boundaries for the multi-family parcel in this development. The annexation resolution was adopted by the Mayor and City Council on April 26, 2011.
4. Split-parcel Annexations – The City took the initiative to annex portions of 97 small parcels that were split by the corporate boundary. 21.3 acres were affected by this action. This process is enabled by SB 350. Various zoning classifications were involved to match the balance of the affected property. The annexation resolution was adopted by the Mayor and City Council on July 26, 2011.
5. Pre-Annexation Agreements. – The City processed four requests for water and/or wastewater service for properties outside the City limits and not contiguous to our borders. As required by the City’s Annexation Policy, these properties entered into pre-annexation agreements with the City as a condition of service.

B. Major Development Projects. The City approved many additions and site alteration site plans in 2011, as well as plans for a several major private sector projects.

1. Major New Development.

- McDonald's, Northern Avenue.
- Zenith Strip Commercial Center, R. Paul Smith Boulevard.
- Medical Building, Lot 4, Light Business Park
- Taco Bell, Dual Highway
- Trilogy II Medical Office Building, Lot 8R and 9R, Light Business Park
- Walgreens, Dual Highway
- Lyles Ventures Office Building, 12916 Conamar Drive
- Sonic, 1700 Dual Highway

2. Additions and Site Alterations.

- PNC Bank Site Alteration, Dual Highway
- Healthcare Family Credit Union Drive-Thru, 1741 Dual Highway
- Salvation Army Addition, 539 George Street
- PROBUILD Site Alteration, 1743 Dual Highway
- First Choice Pediatrics Addition, 1409 Pennsylvania Avenue
- Fire-X Addition, McCauley Court

3. Adaptive Re-Use Projects.

- Old Food Lion on Eastern Boulevard – adapted for medical offices.
- Old County Market on Pennsylvania Avenue – adapted for offices.
- Local Conversion Overlay district was approved to allow a commercial enterprise to re-occupy former storefront space at 245-247 N. Locust Street.
- Old Lowe's on Wesel Boulevard – adapted for Ashley's Furniture and Big Lots.
- Old CVS, 56 W. Washington Street – adaptation underway for City Business Incubator.
- 36-40 N. Potomac Street – planning underway to adapt building for artist housing on upper floors and art gallery in south storefront (restaurant in north storefront to remain).

Old Food Lion on Eastern Boulevard



Before Redevelopment



After Redevelopment

4. Residential Development Pipeline. – With the market slowdown, the approved and/or in progress residential development projects in the city were either inactive or moving at a slow pace. Of the approximately 1,716 housing units in the pipeline at the end of 2010, 107 new units were built (some with 2010 permits) and 7 new units were under construction in 2011. The City issued permits for 44 new residential units in 2011. The vast majority of the activity in 2011 was at Mills Station and Collegiate Acres, however a handful of units were also built at six other in-progress development projects in the city.

- C. Public Infrastructure and Community Facility Projects. The City of Hagerstown and Washington County received plan approval, began the planning process, or began construction on a number of public projects in 2011 to implement Comprehensive Plan and other plan recommendations for sites within the City or its service territory.

1. Infrastructure.

- E. Antietam Street stormdrain improvements – to support Library expansion project.
- City Park Parking Lot – paved Digby lot, north of art museum.
- Fairgrounds Park Access Road – built south access road.
- New Sidewalks – Connecticut Avenue, Oak Hill Avenue, Division Avenue, Jackson Avenue, Carr Street, and Frederick Street at Wilson Boulevard.
- Bike lanes – In 2011, 3,440 feet (.65 miles) of dedicated bike lanes were added to City streets, and 960 feet of streets were designated as “share the lane” bike routes.
- Dual Highway/Edgewood Drive Intersection Improvement
- Water Transmission Main Upgrade (Phase 1-A)
- West End Water Tanks (Phase II)
- Wastewater Treatment Plant – ENR Improvements (Phase III-A)
- Wastewater Collection System Rehabilitation – correction of inflow and infiltration city wide.
- Street Tree Program – planted 307 street trees in the older areas of the City using Forest Conservation Funds and a grant from the Chesapeake Bay Trust.



Washington Co. Free Library under construction

2. Community Facilities.

- Expansion & Redesign of Washington County Free Library’s Central Library – construction underway in 2011 and completion anticipated in early 2013.

- Business Incubator – construction underway to create small incubator in the old CVS building in Hagerstown’s City Center.
- Margaret Greenawalt Park – plan approved for new neighborhood park at corner of N. Locust Street and East Avenue.
- Veterans Memorial Park – concept planning underway for new park at corner of S. Potomac Street and Memorial Boulevard.

IV. Maps of Rezoning, Annexations, Major Development Projects, and Public Infrastructure Improvements

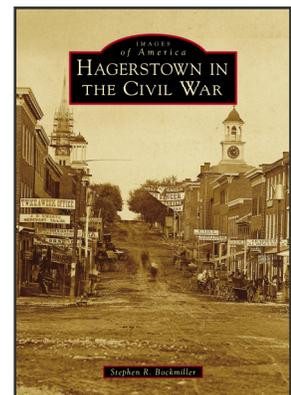
See attachments.

V. Changes to Local Planning and Development Processes

- A. Land Management Code. In 2009-2010, staff prepared a package of comprehensive amendments to the Land Management Code to update this code to 21st century policies and practices for land development. The Planning Commission review the draft amendments in 2011 and early 2012.
- B. Kennels and Conversion Districts. In response to inquiries for operation of dog daycare in commercial districts and use of a potential conversion district overlay district property for light manufacturing, zoning amendments for kennels and conversion district regulations were processed in 2011-2012. The amendment was adopted by the Mayor and City Council on March 27, 2012.
- D. Multi-Family Design Standards. In response to staff concerns about the quality of multi-family developments being constructed in the city, zoning amendments were processed in 2011-2012. Due to some opposition from the local development community, the Mayor and City Council’s deliberations are still underway in June 2012.

VI. Special Planning Projects to Implement Comprehensive Plan Recommendations

- A. Heritage Projects. Action 6-4 of the 2008 Comprehensive Plan recommends that the City strengthen the downtown’s role as regional tourist destination by implementing the Heart of the Civil War Heritage Area’s recommendations for new tourism support facilities. In 2011, the City undertook the following:
 - Five heritage plaques were produced to complete Hagerstown’s 50 Plaques project.
 - The City’s illustrated book on Hagerstown in the



Civil War for Arcadia Press (grant assistance from the Heart of the Civil War Heritage Area) was released in April.

- Funding received for Civil War Walking Tour brochure, including extensive detail on historical figures buried at Rose Hill Cemetery. Release scheduled for June 16, 2012.
- The City 's film on the Hagerstown Street Battle of 1863, (grant assistance from the Hagerstown Convention and Visitors Bureau and The Columbia Bank, Hagerstown Trust Division) premiered in July and is shown twice per week on the City's government cable channel.
- Filming began on City's second Civil War video, "Divided Valor: Hagerstonians in the Civil War."
- The City committed start-up funds for downtown public art project of a statue of George Washington, c.1755. Additional fund-raising underway.
- The City's Sesquicentennial of the Civil War Commemoration Committee continued to plan events for 2012 through 2014.
- The City lobbied the Washington County Museum of Fine Arts to develop a large "industrial arts meets the fine arts" exhibit of art and artifacts to capitalize on expected increases in heritage tourism associated with the sesquicentennial observances at Antietam in 2012 and Gettysburg in 2013. The museum secured a \$50,000 grant from the Maryland Heritage Area Authority to develop the exhibit, which will open on June 16, 2012 and run to July 30, 2013.
- The City continued work assisting the Doleman Black Heritage Museum with their Institute for Museum and Library Services (IMLS) grant project. This project will be completed in the summer of 2012.

- B. Sustainable Community Plan and Area. The City formed a Sustainable Community Work Group to develop a Sustainable Community Plan and designate a Sustainable Community Area for Hagerstown. The Hagerstown Sustainable Community Plan and Area was submitted to the State for approval in early 2012.
- C. West City Elementary School Property Analysis Committee. Action 9-3 of the 2008 Comprehensive Plan recommends that the City work with Washington County Public Schools to identify potential sites for new schools in the city and the Medium Range Growth Area. City staff participated on a County initiative to study potential alternative sites for a new elementary school on the west side of Hagerstown. The County plans for this new school to replace the Winter Street and Conococheague Elementary Schools.
- D. Downtown Parking Master Plan. The Downtown Element of the 2008 Comprehensive Plan recommends that the City prepare a Downtown Parking Master Plan. Planning staff prepared a downtown land use and parking analysis for use by the City's parking consultant on the Downtown Master Plan project.

In October 2011, the City hired Rich and Associates to prepare the plan and it is anticipated to be completed in the summer of 2012.

- E. Economic Development Analyses. The City prepared several analyses in 2011 to assist with economic development retention and recruitment efforts.
 - a. An analysis of the development readiness of vacant and under-utilized lands and buildings in Hagerstown at the request of the Washington County Economic Development Commission.
 - b. An analysis of potential sites for a major office development in the City Center at the request of the Greater Hagerstown Committee.
 - c. An update to the annual Shopping Center Occupancy Analysis for the Hagerstown urbanized area.
 - d. An update to the annual Downtown Storefront Occupancy Analysis.

- F. Antietam Creek Watershed GIS Land Use Analysis. To support the County's efforts in creating its Watershed Implementation Plan (WIP), City Planning Staff created a generalized land use map for Hagerstown's portion of the Antietam Creek Watershed. The map classified land uses into several categories, including residential, commercial, industrial, forest, agricultural. The map analysis was also created using GIS data on existing land cover from Maryland Department of Planning.

- G. Park Planning. Action 9-5 of the 2008 Comprehensive Plan recommends development of new parks and open space areas in under-served portions of the city, specifically the West End and south of downtown. Planning was underway in 2011 for two new parks: Margaret Greenawalt Park at N. Locust Street and East Avenue and Veterans Memorial Park at S. Potomac Street and Memorial Boulevard.

VII. Impacts of Adequate Public Facilities Ordinance Reviews (S.B. 273)

- A. City Adequate Public Facilities Ordinance. The City's Adequate Public Facilities Ordinance (APFO) only affects schools and was adopted in 2006 to be substantially in conformance with Washington County's APFO for schools. Only housing developments which did not have site plan or preliminary plat approval prior to adoption of the City's APFO are subject to review under the APFO. Existing lots of record are exempt because they gained plan approval prior to the City's adoption of an APFO for schools. Subdivisions which create five or fewer units are also exempt under the "minor subdivision" exemption.

- B. Adequacy of School Capacity. In the Medium Range Growth Area, some of the elementary school enrollments were over the local-rated capacity (LRC) and some high schools were over their state-rated capacity (SRC). Washington

County Public Schools was engaged in site planning for a replacement Bester Elementary School facility in 2011. A new “West City” Elementary facility was in the initial planning stages in 2011, and it will replace two existing elementary schools, one of which (Winter Street Elementary) resides in the Medium Range Growth Area. The new Bester Elementary facility will increase enrollment capacity by over 90 seats, and is planned to open in August 2014 (FY 2015). The new “West City” Elementary School will increase enrollment capacity within the Medium Range Growth Area, and will be designed to accommodate future growth. A future elementary school redistricting plan, prior to the opening of the proposed “West City” Elementary, will create additional enrollment capacity in the Hagerstown area elementary schools in August of 2016; however, not every school will come below LRC. Because of the lack of adequacy, major new development plans cannot be approved at this time unless the County Commissioners approve a remediation plan to address the school overcrowding issue. Such remediation plans typically include a negotiated financial payment and a development phasing plan.

- C. City APFO Reviews. In 2011, the City of Hagerstown did not receive any new plans for residential development or adaptive re-use projects for residential units.

VIII. Smart Growth Goals, Measures and Indicators Report (S.B. 276)

In 2011, the City of Hagerstown issued 44 permits for new residential dwelling units, which exempts the City from undertaking a Priority Funding Area growth goals analysis for the Annual Report.

APPENDIX

- A. Maps per Section IV of the Annual Report
- B. Implementation Table from 2008 Comprehensive Plan
- C. Building Permits Report for 2010-2011
- D. Pipeline of New Residential Development Projects, December 2011
- E. Annexation Report for 2011
- F. Boards and Commissions Activity Report for 2011

City of Hagerstown Planning Commission Annual Report

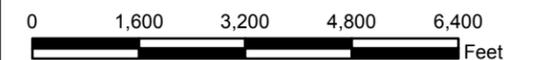
Calendar Year 2011

Appendix A

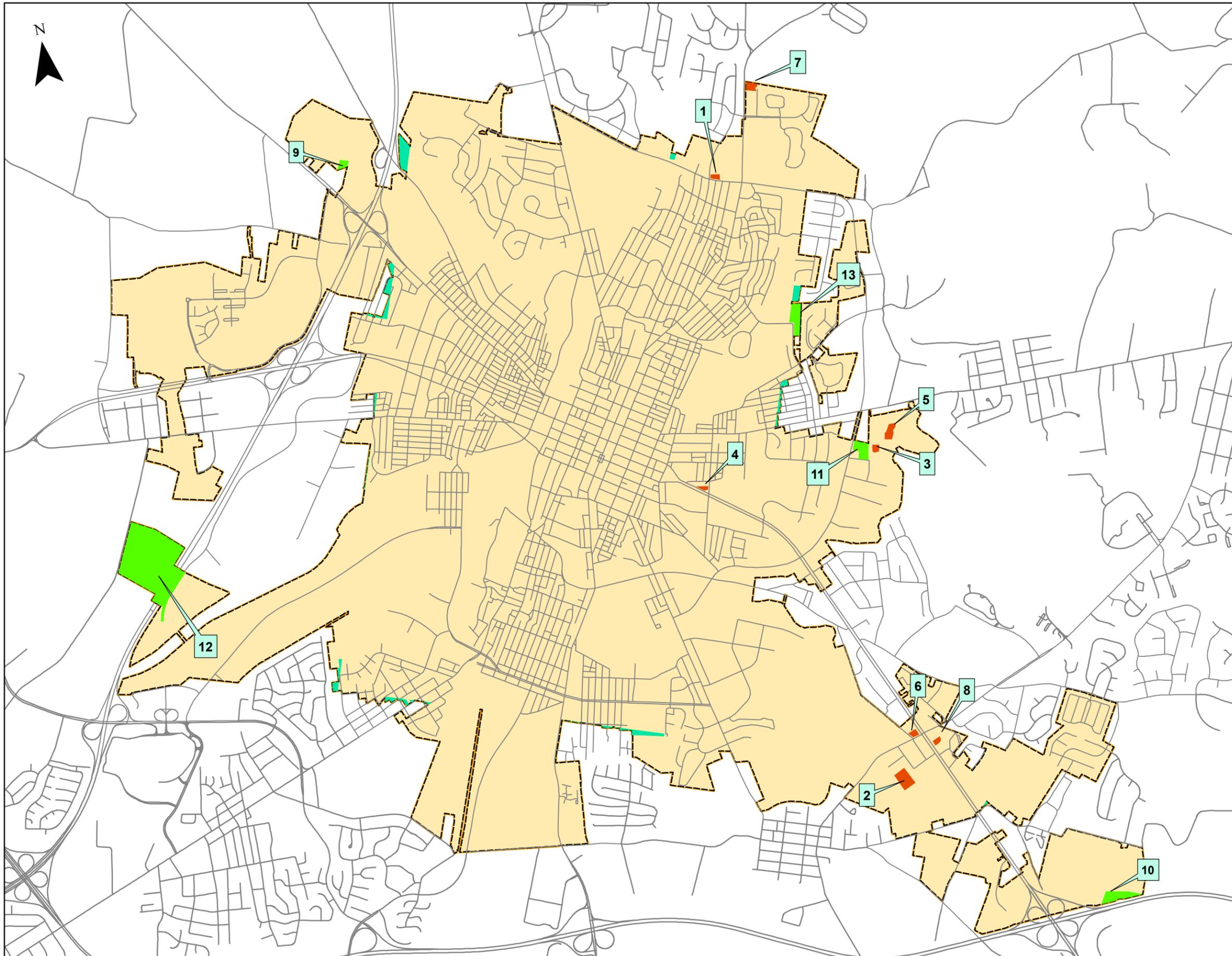
-  Split Parcel Annexations
-  Development Project
-  Recent Annexations
-  Street
-  Corporate Boundary

Key

1. McDonald's
2. Zenith Strip Commercial Center
3. Medical Building
4. Taco Bell
5. Trilogy II Medical Office Building
6. Walgreens
7. Lyles Ventures Office Building
8. Sonic
9. Beltway Properties Annexation
10. SHA Right of Way Annexation
11. Stone Soup, LLC & Eddie's Tire Annexation
12. Tractor Supply Co. Annexation
13. Pangborn Co. Annexation



Map Projection:
NAD83 State Plane Maryland (feet)
Data Source:
City of Hagerstown, 2012
Prepared By:
Hagerstown Department of Community &
Economic Development, 06/06/12



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Appendix A.1

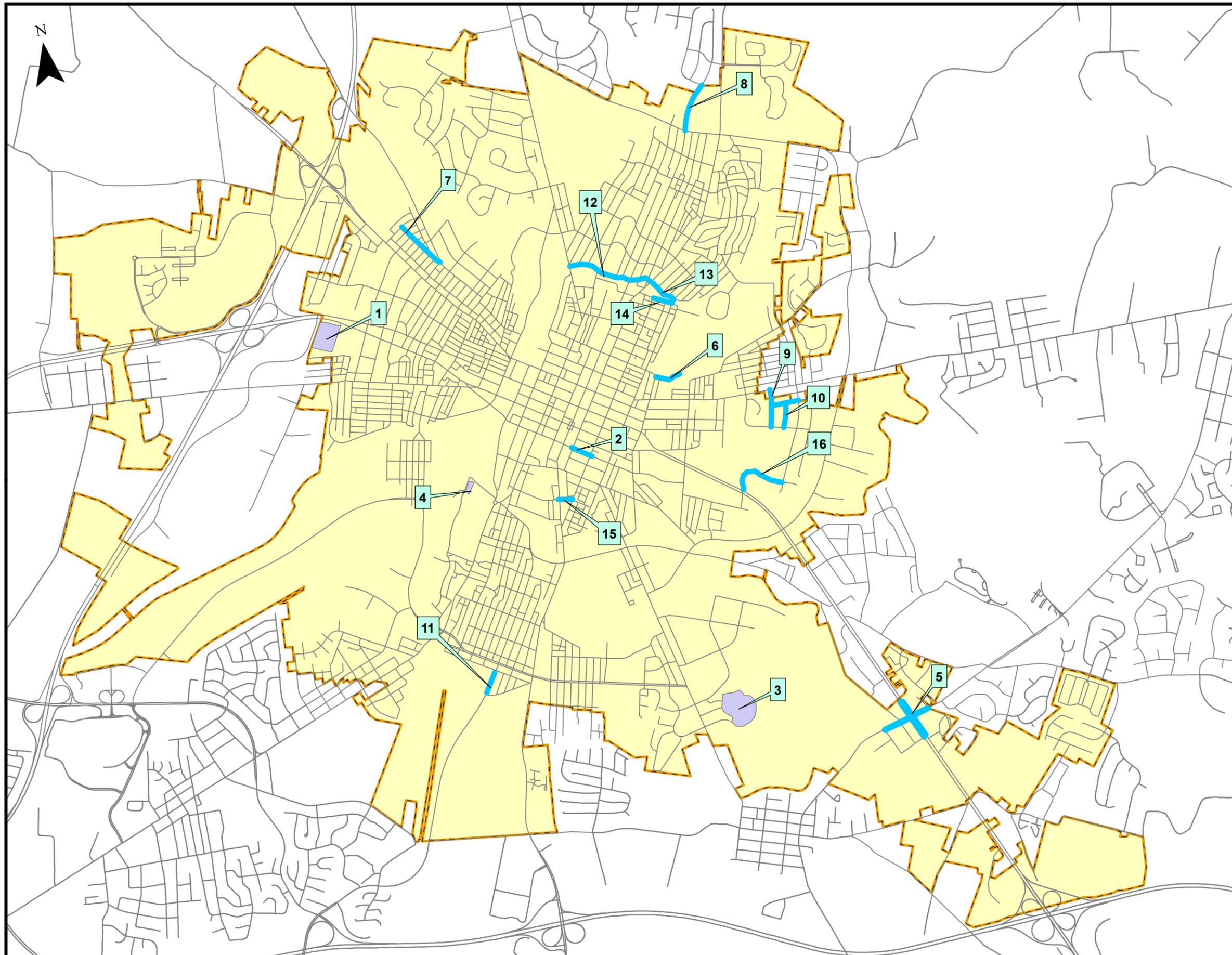
-  Infrastructure Improvement
-  Infrastructure Improvement
-  Street
-  Corporate Boundary

Key

1. West End Water Tanks (Phase II)
2. E. Antietam Street Stormdrain Enhancement
3. Wastewater Treatment Plant
4. City Park Parking Lot- Paving
5. Dual Hwy/Edgewood Drive Intersection Improvement
6. Fairgrounds Park- South Access Road
7. Connecticut Ave Sidewalk
8. Oak Hill Ave Sidewalk
9. Division Ave Sidewalk
10. Jackson Ave Sidewalk
11. Maryland Ave Bike Lane
12. Prospect Ave Bike Lane
13. Manila Ave Bike Lane
14. McComas St Bike Route
15. Lee St Bike Route
16. Manor Dr Bike Route



Map Projection:
NAD83 State Plane Maryland (feet)
Data Source:
City of Hagerstown, 2012
Prepared By:
Hagerstown Department of Community &
Economic Development, 06/06/12



Appendix B - Implementation

Introduction

The 2008 Comprehensive Plan Elements list numerous implementation actions necessary to transform the City's goals and visions into reality. This Implementation Element provides a framework for successful implementation. The table below summarizes the implementation actions from each Comprehensive Plan Element, lists the responsible City agency or agencies, and defines the timeframe in which the implementation action will be achieved.

The following abbreviations are used in the "Responsibility" column of this element.

ADM City Administration

CED Community and Economic Development Department (including divisions of Planning, Code Administration, Community Development, Community Affairs, and Economic Development)

F Finance Department

FD Fire Department

U Utilities Department (including divisions of Light, Water and Wastewater)

PE Parks and Engineering Department

PO Police Department

PW Public Works Department

As described in the Plan Introduction, the following definitions are used in the "Timeframe" column in this element:

- 1 = Underway
- 2 = Immediate: 1-2 years
- 3 = Medium Range: 3-6 years

The implementation actions in this Plan recommend a number of significant infrastructure enhancements that will be financed in various ways. Major improvements required include upgrades to the Wilson Water Treatment Plant and distribution system, upgrades to the Hagerstown Wastewater Treatment Plant and collection system, various road improvement projects to increase capacity and maintain a reasonable level of service for traffic flow, and two new relocated fire stations.

The Washington County Board of Education has identified a number of school capacity enhancement projects to affect existing and projected deficiencies in the Hagerstown Long Range Growth Area. All of the jurisdictions in Washington County have an Adequate Public Facilities Ordinance for schools to control growth's impact on school capacity. A county-wide excise tax is collected on building permits to assist with

infrastructure improvement projects and 70% of that revenue is ear marked for school construction.

Localized improvements to public infrastructure will be funded and/or constructed by developers when such improvements are necessary to create adequate capacity to serve new development projects. Exactions for such improvements will be made as a part of the subdivision and site plan approval process. Such improvement typically include upgrades to and new construction of water and wastewater lines, wastewater pumping stations, water tanks, road lanes, traffic signals, and stormwater management facilities. All on-site public infrastructure for new development is built and funded by the developer.

Improvement projects with a community-wide impact will be included in the City's five year Capital Improvement Program and prioritized based on urgency and availability of funding. Funding mechanisms include City property tax revenue, grants and shared revenue from other government agencies, City enterprise funds and other special funds, and general obligation bonds. The amount of bond debt and debt service which will be borrowed and managed for CIP projects is regulated by the City's debt policy. The City's bond rating was recently increased to A2 by Moody's Investor Services as a result of our effective financial management practices and due to the measures the City has taken to capture more of the growth which is occurring in our county.

Table IM-1: Plan Implementation

Implementation Action		Responsibility	Timeframe
2-1	Work with Washington County to coordinate planning efforts and to develop a joint annexation policy, including potential annexation of Washington County Regional Park and Black Rock Golf Course, as well as annexation incentives, as described in Action 2-2.	CED, ADM	2
2-2	Develop annexation incentives to encourage developed areas to annex into Hagerstown. Promote the benefits of annexation in all annexation discussions.	CED, ADM	2
2-3	Explore, with Washington County, cost-sharing strategies to provide revenue to the City in exchange for not requiring annexation in certain areas as a condition for the provision of municipal water and wastewater service.	ADM, CED	1 - Policy presented to elected bodies; no action taken.
2-4	Develop small area plans for Special Planning Areas	CED	2 - DONE
2-5	Monitor the status of vacant and underutilized land within corporate boundaries, and encourage its re-use and revitalization.	CED	1 - DONE
2-6	Pursue comprehensive rezoning to make the Hagerstown Zoning Ordinance and Map consistent with Future Land Use categories and the Future Land Use Map.	CED, ADM	2 – DONE
2-7	Coordinate with Washington County to ensure that new development in the UGA is timed to match the availability of public facilities, including schools, roads, emergency services, and water and wastewater service.	CED, ADM	1 – on-going
2-8	Pursue land use-related actions listed in other elements of this Comprehensive Plan, especially the Downtown, Housing and Neighborhoods, and Urban Design and Historic Preservation elements.	CED, Others	on-going
3-1	Pursue zoning text changes to implement the Comprehensive Plan's recommendations for new Business-Employment, Mixed Use, and Downtown land uses.	CED, ADM	1 - DONE
3-2	Encourage and facilitate the redevelopment of brownfield sites and explore the potential reuse of lands owned by railroads for appropriate non-residential uses.	CED	1 – on-going
3-3	Facilitate the creation of small-lot business parks and the re-use of underutilized properties to attract small businesses to Hagerstown.	CED	1 – on-going
3-4	Pursue regional economic development strategies and programs through continued cooperation with the Hagerstown-Washington County Economic Development Commission and other appropriate organizations.	CED, ADM	1 – on-going

Table IM-1: Plan Implementation			
Implementation Action		Responsibility	Timeframe
3-5	Consider using comprehensive redevelopment strategies such as the East End Redevelopment Plan as tools for promoting economic development in specific neighborhoods or areas.	CED	3
3-6	Encourage additional downtown housing development—including owner-occupied and renter-occupied units—with a diversity of prices.	CED	1 – on-going
3-7	Implement the revitalization and development strategies and actions in the Downtown Element of this Comprehensive Plan.	CED, ADM	2 – on-going
4-1	Continue to update and use the Sewer Capacity Allocation Plan (SCAP), as changes in priorities, policies and regulations occur.	CED, U, ADM	1 – on-going
4-2	Revise the Annexation Policy to reflect the Comprehensive Plan's changes to water and wastewater policies.	CED	1 - DONE
4-3	Reduce Inflow and Infiltration into the sewage collection system by continuing ongoing repair efforts. Consider providing incentives for private developers to perform I&I reductions.	U, ADM	1 – <i>underway</i>
4-4	Renew the Flow Transfer Agreement with Washington County and remove the “sunset” clause to make flow transfers permanent. Work with Washington County to fully implement the Flow Transfer Agreement.	U, ADM	3
4-5	Investigate alternate ways to secure additional wastewater capacity.	CED, U, ADM	2
4-6	Continue to update the Hydraulic Model to determine water system dynamics and deficiencies.	U	1 – on-going
4-7	Continue to monitor produced water and billed water to reduce the system water loss to 10 percent or less, per MDE policy.	U	1 – on-going
4-8	Continue to monitor average day and peak day water usage to better predict when it is appropriate to approach MDE for an amendment to the current water allocation.	U	1 – on-going
4-9	Implement practices that are protective of the Edgemont watershed and water quality.	CED, U, ADM	1 – on-going
5-1	Work with Washington County, the Towns, the State of Maryland, and HEPMPO to complete the transportation improvements identified in this Comprehensive Plan.	PE, ADM, CED	2 – on-going
5-2	Work with Washington County to review County Commuter bus service in light of the Growth Management and Land Use Element of this Comprehensive Plan.	CED, PE, ADM	2 - DONE

Table IM-1: Plan Implementation			
Implementation Action		Responsibility	Timeframe
5-3	Work with the Maryland Transit Authority to evaluate the need for expanded commuter bus service and additional commuter bus stops in Hagerstown.	CED, PE, ADM	3 - DONE
5-4	Expand the City's pedestrian and bicycle infrastructure.	CED, PE	1 - underway
5-5	Investigate the feasibility of alternate funding sources for transportation projects.	CED, PE	2 – on-going
5-6	Continue to require new development and redevelopment to include sidewalks that connect to existing sidewalks, especially where continuous sidewalks facilitate access to parks and schools.	CED, PE	1 – on-going
6-1	Encourage the continued location and expansion of all levels of government and public uses in the downtown.	CED, ADM	1 – on-going
6-2	Encourage revitalized downtown housing development with a diversity of price ranges.	CED	1 – on-going
6-3	Continue to work with organizations interested in the downtown.	CED	1 – on-going
6-4	Strengthen downtown's role as a regional tourist destination by implementing the Heart of the Civil War Heritage Area recommendations.	CED, PE, ADM	1 - underway
6-5	Widen sidewalks in appropriate portions of the downtown.	PE	1 – underway
7-1	Work with Washington County to create a balanced regional housing approach.	CED, ADM	3
7-2	Consider developing an Inclusionary Zoning program.	CED, ADM	3
7-3	Continue rental registration and code enforcement efforts.	PE	1 – on-going
7-4	Use Neighborhoods 1 st , the Livable City program, Comprehensive Neighborhood Revitalization, and other appropriate programs as tools for neighborhood revitalization.	CED, PE	1 – on-going
7-5	Continue to support efforts to plant street trees and provide additional neighborhood parking facilities.	CED, PE	1 – on-going
7-6	Explore zoning options to facilitate Comprehensive Neighborhood Revitalization, such as the establishment of an overlay zone or a new mapped district that reflects the lot sizes, setbacks, building heights, and other characteristics present in many of the City's older neighborhoods; and Moderate Density Residential and Mixed Use districts.	CED, ADM	2 – underway with LMC amendments

Table IM-1: Plan Implementation

Implementation Action		Responsibility	Timeframe
7-7	Revise the subdivision and zoning ordinances to ensure that the layout, architectural, and other physical design elements of new development are compatible with existing neighborhoods.	CED, ADM	3 – DONE for D-MU and N-MU; underway for multi-family
8-1	Consider extending streetscape improvements throughout the whole downtown and into the City's neighborhoods.	PE	1 – on-going
8-2	Revise the Zoning Ordinance to create a Downtown (D) zoning district.	CED, ADM	2 – DONE
8-3	Explore ways to add design and site layout flexibility to the Conversion District overlay zone.	CED	1 - DONE
8-4	Consider developing a "pattern book" for the downtown and historic districts.	CED	3 - underway
8-5	Develop a signage ordinance for on-premise signs.	CED, ADM	1 - underway
8-6	Consider expanding the City's National Register Historic Districts.	CED, ADM	3
8-7	Investigate additional incentives to make rehabilitation and adaptive reuse more financially attractive.	CED, ADM	1 - DONE
8-8	Actively promote underutilized historic properties that already have wastewater allocations.	CED	2 – on-going
8-9	Develop a marketing program to tie nearby Civil War resources to the City's Civil War and other historic resources.	CED	1 - underway
8-10	Explore ways to expedite the historic preservation designation review process.	CED	1
9-1	Establish a joint City-County Central Booking facility.	PO, ADM	1 - DONE
9-2	Relocate and build new fire stations as shown in Figure 9-2.	FD, ADM	3 – North End Station underway
9-3	Work with Washington County Public Schools to identify potential sites for new schools in the City and Medium Range Growth Area. Consider the potential re-use of existing sites formerly owned by Washington County Public Schools that do not meet current site size criteria. Work with developers on acquisition of school sites when feasible.	CED, ADM	2 – on-going
9-4	Develop a Parks and Recreation Master Plan to develop a vision for recreation, parks and open space in the City for the next 10 to 20 years.	PE, CED, ADM	2
9-5	Develop new parks and open space areas—especially smaller neighborhood parks—in underserved portions of the City.	PEI, CED, ADM	3 – on-going

Table IM-1: Plan Implementation

Implementation Action		Responsibility	Timeframe
9-6	Develop linkages between parks, such as the trails identified in the Transportation Element (see Action 5-4) or greenways and linear parks along Antietam Creek and Hamilton Run.	PE, CED, ADM	1 – underway
9-7	Investigate potential locations for “pocket parks.”	PE, CED	3 – on-going
9-8	Consider developing an indoor recreation center.	PE, ADM	3
9-9	Pursue formalized joint-use agreements with Washington County Public Schools to allow continued use of school property (especially recreational facilities) by the public.	CED, ADM	2
9-10	Support expansion of the Central Branch of the Washington County Public Library in Downtown Hagerstown.	CED, ADM	1 – DONE
9-11	Establish a Combined 911 Center	FD, PO, ADM	2 – DONE
10-1	Develop stream buffer and steep slope regulations.	CED, PE	3
10-2	Encourage the planting of native tree species in stream buffer zones.	CED, PE	3 – on-going
10-3	Use the Forest Conservation Ordinance and work cooperatively with landowners and developers to identify priority areas for tree and forest conservation.	CED	2

June 5, 2012

Appendix C

Building Permits for New Dwelling Units in Hagerstown

Calendar Year of 2010

	R	R4	R5	A	Totals Per Month
January	3				3
February	5		3		8
March	3				3
April	1				1
May	11		7	60	78
June			4		4
July	5		3		8
August	2				2
September	3				3
October					0
November	3				3
December	1				1
Totals:	37		17	60	114
Total Number of Permits Issued					55

Note: the Apartment building is a 60 unit apt. building for the Housing Authority

<p>*R = single-family detached</p> <p>*R4 = duplex units</p> <p>*R5 = townhome units</p> <p>*A = new apartment units</p> <p>*Reno = newly created units</p>

Calendar Year of 2011

	R	R4	R5	A	Reno	Total Units Per Month
January	2					2
February	1				1	2
March	3	1				5
April			8			8
May	1		3			4
June						0
July	4		3			7
August	4					4
September			3			3
October	1					1
November	2		4			6
December	2					2
Totals:	20	1	21		1	44
Total Number of Permits Issued						43

Column named reno is for newly created residential units by way of a conversion for example, perhaps the space had previously been used as an office

Appendix D: Hagerstown Residential Development Projects

Development (w/ date of first final plat)	Total No. Of Preliminary Plat/Site Plan Units	Built Units	Units Under Construction	Final Platted Units Which Have Not Started	Units Without Final Plat
Hager's Crossing (2002)	1A - 92 SF, 83 T 1B - 178 T 2 - 289 SF 3 - 240 A TOTAL - 882	1A - 92 SF, 83 T 1B - 172 T 2A - 43 SF 2B1 - 13 SF 2B2&3 - 4 SF TOTAL - 407	1B - 0 2B1-3 - 1 SF 3 - 0 TOTAL - 1	1A - 0 1B - 6 T 2 - 56 SF 3 - 240 A TOTAL - 302	2 - 172 SF
Cortland (2001)	Manor - 138 T Villas - 62 D Park - 432 A TOTAL - 632	Manor - 138 Villas - 44 Park - 432 TOTAL - 614	V - 2	V - 16	0
Collegiate Acres (2 unapproved sections) (2005)	1A - 3 SF, 22 T 1B - 43 SF, 45 T 1C - 24 T 1D - 38 SF, 30 T "1E" - 19 T 2A - 74 T 3 - 105 A (need APFO) TOTAL - 403	1B - 34 SF, 45 T 1C - 9 T 2A - 74 T TOTAL - 162	1B - 0 1C - 0 TOTAL - 0	1A - 3 SF, 22 T 1B - 9 SF 1C - 15 T 1D - 38 SF, 30 T 3 - 105 A (need APFO) TOTAL - 222	1E - 19 T Parcel 4 & 5
Fairchild Heights (2003)	36 T	26	0	10 T	0
Hillside Manor (2004)	72 SF	35	0	37 SF	0
Greenwich Park (2000)	192 D	104	4	84 D	0
Scarlet Hills (2006)	36 A	0	0	36 A	0
Deerfield Knolls (2006)	83 T	0	0	83 T	0
Potomac Manor (2005)	47 SF	10	0	37 SF	0
Old Trail Estates (2004)	28 SF	24	0	4 SF	0
Poplar Square (2006)	204 T	0	0	35 T	169 T
New Haven	376	0	0	0	376
Mills Station (elderly) (2009)	60	60	0	0	0
TOTALS	3,051	1,442	7	866	736

City of Hagerstown
Annexations 2008 - 2011

Case #	Name	Resolution	PC Review & Recommendation	CC Resolution Introduction	Annexation Plan	Public Hearing	CC Approval	Effective Date	Acreage Amount	County Zoning	Proposed Zoning	Location	Recorded
A-2007-04	Bowman Hollyhock & Venetian Investments	R-07-23	08/29/07	09/25/07	09/21/07	11/06/07	11/27/07	01/11/08	12.25	HI1	C2	off of Broadfording	04/14/08
A-2007-05	Jones	R-07-28	11/14/07	11/27/07	11/27/07	01/08/08	01/29/08	03/14/08	0.172	RU	R1	1004 Linwood	08/04/08
A-2007-06	Haven Road II	R-07-32	NA	12/18/07	12/18/07	01/29/08	02/26/08	04/11/08	51.86	MF	R3	end of Haven Road	04/11/08
A-2008-01	BRK, Ventures, LLC	R-08-02	01/09/08	01/29/08	01/29/08	03/04/08	03/25/08	05/09/08	1.08	HI-1	C2	13015 Salem Avenue	08/04/08
A-2008-02	Doub Property		01/09/08	01/29/08	01/29/08	04/22/08	N/A	N/A	141.69	HI-1 / HI-2	C4 / POM	Intersection of I-70 & US-40	resubmitted
<i>Amended Petition</i>													
A-2006-03	Eastern Blvd./Shaool	R-06-24	07/25/06	07/21/06	06/28/06	08/22/06	07/29/08	09/12/08	5.948	RS	R1	Eastern Blvd. Across from Hillside	10/03/08
A-2008-03	Stamper - Dual Highway	R-08-14	04/09/08	05/20/08	05/20/08	07/29/08	07/29/08	09/12/08	0.92	HI-1	C2	1914-1920 Dual Highway	10/14/08
A-2008-04	PER CCC Investments, LLC	R-08-27	04/09/08	06/17/08	06/17/08	07/29/08	07/29/08	09/12/08	0.229	RU	R1	Lot 182 - Harwood Road	10/03/08
A-2008-05	Private Reserve, LLC	R-08-29	05/28/08	07/29/08	07/29/08	09/23/08	10/28/08	12/12/08	0.65	RU	R1	End of Atlantic Drive	01/23/09
A-2008-06	S&H Partnership / Summit Ridge LLC	R-08-34	09/24/08	10/21/08	10/21/08	11/25/08	12/16/08	01/30/09	7.73	IR	C2	Hump Road	03/26/09
A-2008-07	Jordan	R-08-35	09/10/08	10/21/08	10/21/08	11/25/08	12/16/08	01/30/09	0.229	RU	R1	Lot 181 - Harwood Road	02/17/09
A-2008-08	Norfolk Southern		09/24/08	10/28/08	10/28/08	12/16/08	01/27/09	03/13/09	95.2	PI	IG	Oak Ridge Drive	08/06/09
A-2008-09	Valley Car Wash	R-08-36	10/01/08	10/21/08	10/21/08	11/25/08	12/16/08	01/30/09	1.19	BG	C2	Eastern Blvd. & Diamond Drive	03/26/09
A-2010-01	Aristodemos LLC		04/28/10	05/25/10	05/25/10	07/27/10				BG	C2	19330 Leitersburg Pike	
A-2010-02	Pangborn Corp.									IG	NMU	E/S of Pangborn Blvd	
A-2010-03	SHA R-O-W (I-70)	R-11-01	12/08/10	01/25/11	01/25/11	03/22/11	04/26/11	06/10/11	5.32	HI-2	C4 / POM	North of Interstate 70	
A-2010-04	Split-Parcel Annex.		02/23/11	03/22/11	03/22/11	04/26/11		09/09/11	21.84	Mult.	Mult.	Multiple Locations	
A-2010-05	Beltway Prop. V LLC	R-11-02	12/08/10	01/25/11	01/25/11	03/22/11	04/26/11	06/10/11	1.41	HI-1	R3	Rear of 12835 Salem Ave	12/20/11
A-2011-01	Stone Soup, LLC & Eddie's Tires	R-11-22	05/27/11	06/21/11	06/22/11	07/26/11	08/23/11	10/07/11	4.14	BG	C2	246 Eastern Blvd & 1126 Diamond Dr	11/03/11
A-2011-02	Tractor Supply	R-11-32	08/22/11	08/23/11	08/23/11	10/04/11	10/25/11	12/09/11	52.9	IG	IG	11935 Hopewell Road	12/13/11
A-2011-03	Pangborn Corp.	R-11-37	08/30/11	09/27/11	09/27/11	11/22/11	03/27/12	05/11/12	5.16	IG	POM	580 Pangborn Blvd	05/16/12
								Completed	409.92				

In-House Survey

2011 Annual Report of City of Hagerstown Planning Commission

Appendix F: Boards and Commissions Report

Planning Commission

Site Plans				
2007	2008	2009	2010	2011
34	36	28	28	33
Subdivisions				
2007	2008	2009	2010	2011
24	17	12	14	9
Forest Conservation				
2007	2008	2009	2010	2011
3	9	4	4	2

Mayor and City Council and Planning Commission

Rezoning				
2007	2008	2009	2010	2011
3	3	3	3	2
Annexations				
2007	2008	2009	2010	2011
6	9	0*	5	3

*2 prior year requests approved in 2009

Board of Zoning Appeals – *Variances, Special Exceptions, Administrative Appeals*

2007	2008	2009	2010	2011
45	38	38	13*	13

* Text amendment removed home occupations from purview of BZA.

Historic District Commission – *New Construction, Alterations, Demolition, Signs*

2007	2008	2009	2010	2011
93	79	59	54	42