



# **BALTIMORE CITY COUNCIL HOUSING & ECONOMIC DEVELOPMENT COMMITTEE**

## **Mission Statement**

*The Housing & Economic Development Committee is dedicated to fostering equitable growth and opportunity across Baltimore while addressing historic injustices, such as redlining and other discriminatory policies. Our goals include eliminating vacant properties, ensuring affordable housing, promoting sustainable development, and driving economic growth, job creation, and community revitalization through equitable policies and targeted strategies. By utilizing transparent governance, collaboration, and innovative solutions, we strive to enhance the quality of life for all residents.*

**The Honorable James Torrence  
CHAIR**

## **PUBLIC HEARING**

**9/30/2025**

**5:15 PM**

**CLARENCE "DU" BURNS COUNCIL CHAMBERS**

*Bill: 25-0063*

*Title: Zoning Administrator – Transfer to  
Department of Planning*

## CITY COUNCIL COMMITTEES

### **BUDGET AND APPROPRIATIONS (BA)**

Danielle McCray - Chair  
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Sharon Green Middleton  
Paris Gray  
Antonio Glover  
*Staff: Paroma Nandi (410-396-0271)*

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*Staff: Juliane Jemmott (410-396-1268)*

### **LEGISLATIVE INVESTIGATIONS (LI)**

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Paris Gray  
*Staff: Ethan Navarre (410-396-1266)*



**Meeting: Bill Hearing**

**Committee: Housing & Economic Development**

**Bill # 25-0063**

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**Title:** Zoning Administrator – Transfer to Department of Planning

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**Purpose:** FOR the purpose of transferring the Office of Zoning Administrator and all attendant authorities and duties from the Department of Housing and Community Development to the Department of Planning.

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**REPORTING AGENCIES**

Agency	Report
Law Department	Approved for form & sufficiency
Department of Housing & Community Development	
Department of Planning	Favorable
Department of Finance	

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**BACKGROUND**

This bill, if enacted would move the Office of the Zoning Administrator from the Department of Housing and Community Development (DHCD) to the Department of Planning.

The Zoning Administrator “...is responsible for ensuring that construction activity and land use comply with the City's zoning code.”<sup>1</sup>

The Department of Planning is responsible for the physical development of the City and is comprised of 3 Commissions (Planning, CHAP<sup>2</sup>, Sustainability). The mission of the department is supported by several divisions (Office of the Director, Office of Sustainability, Food Policy & Planning, Community Planning and Revitalization (CPR), Land Use and Urban Design, Policy and Data Analysis, Historical and Architectural Preservation. The Office of the Zoning Administrator would be formally added to the divisions making up the Department of Planning.

This bill would also codify the authority of the DHCD (the Commissioner or their designee) to do the following:

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<sup>1</sup> DHCD Website

<sup>2</sup> Commission for Historical & Architectural Preservation - CHAP

- Issue permits for:
  - Building construction & installations
  - The use of land and buildings
  - The alterations, relocation, repair, reconstruction, and change of occupancy of buildings and the number of families housed in buildings in the city.
- Inspect, repair, condemn, and remove private property in Baltimore city at the expense of the owner thereof.
- Conduct research studies, prepare data, and keep information on inspection activities in other jurisdictions.
- Conduct research studies related to the work of the DHCD on building inspections
- Keep public records with respect to enforcement
- Inspect all new and existing buildings structures, & appurtenant areas and equipment.
- Inspecting, repairing, condemning, and removing private property, at the own expense, pursuant to applicable laws and regulations
- Other duties and powers as imposed on the department or the commissioner.

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### ***ADDITIONAL INFORMATION***

#### **Fiscal Note:**

Neither DHCD nor the Department of Planning noted in their reports any substantial fiscal effect of the transfer of the Office of the Zoning Administrator.

The FY 2026 budget does provide for the transfer of the Zoning Administrator to Planning with a transfer in funding of approximately \$602,000 and 6 positions to service 909 in the Planning Department.

#### **Information Source(s):**

- DHCD website
- Planning Department Website
- FY 2026 Agency Detail Budget Vol II
- 25-0063 1<sup>st</sup> reader
- Agency reports

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Analysis by: Tony Leva  
Analysis Date: 9/18/2025

Direct Inquiries to: 410-369-1091

**CITY OF BALTIMORE**  
**COUNCIL BILL 25-0063**  
**(First Reader)**

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Introduced by: Councilmember Middleton

Cosponsored by: President Cohen and Councilmembers Dorsey, Conway, Torrence, Gray,  
Bullock, Blanchard, and Ramos

Introduced and read first time: May 12, 2025

Assigned to: Housing and Economic Development Committee

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REFERRED TO THE FOLLOWING AGENCIES: City Solicitor, Department of Finance, Department of  
Housing and Community Development, Department of Planning

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A BILL ENTITLED

1 AN ORDINANCE concerning

2 **Zoning Administrator – Transfer to Department of Planning**

3 FOR the purpose of transferring the Office of Zoning Administrator and all attendant authorities  
4 and duties from the Department of Housing and Community Development to the Department  
5 of Planning.

6 BY repealing and re-ordaining, with amendments

7 Article 13 - Housing and Urban Renewal  
8 Sections 2-3 and 2-13(a) and (c)  
9 Baltimore City Code  
10 (Edition 2000)

11 BY repealing and re-ordaining, with amendments

12 Article 32 - Zoning  
13 Section 3-201(a)(1) and (c)  
14 Baltimore City Code  
15 (Edition 2000)

16 BY repealing

17 Article 13 - Housing and Urban Renewal  
18 Sections 2-7(u) and 2-13  
19 Baltimore City Code  
20 (Edition 2000)

21 **SECTION 1. BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF BALTIMORE,** That the  
22 Laws of Baltimore City read as follows:

EXPLANATION: CAPITALS indicate matter added to existing law.  
[Brackets] indicate matter deleted from existing law.

**Council Bill 25-0063**

**Baltimore City Code**

**Article 13. Housing and Urban Renewal**

**Subtitle 2. Department of Housing and Community Development**

**§ 2-3. General Powers.**

*(a) Enumerated*

The Department of Housing and Community Development is authorized to:

- (1) recommend areas of operation to the Planning Commission;
- (2) prepare Renewal Plans and to plan and to undertake Renewal Projects in Renewal Areas;
- (3) prepare Conservation Plans and to plan and to undertake Conservation Projects in Conservation Areas;
- (4) furnish technical and other services to community organizations concerned with housing or community development;
- (5) prepare plans and to provide reasonable assistance for the relocation of persons, families, and businesses displaced by reason of the acquisition of property for public purposes;
- (6) encourage and facilitate private investment in the City of Baltimore;
- (7) engage in studies, experimentation, and research pertaining to housing, community development, and the existence of and the problems of correcting, eliminating, and preventing slums, blight, and urban deterioration; disseminate public information with respect thereto, and cooperate with other agencies of the City, the State, the Federal Government, or any agency thereof, in activities undertaken in connection therewith;
- (8) encourage and facilitate the cooperation, interest, and participation of citizens and citizens' groups in the development and execution of Renewal Plans and Conservation Plans, in the urban renewal and conservation programs generally, and in other programs or undertakings of the Department concerning housing or community development;
- [(9) exercise the powers and perform the duties conferred and imposed upon the Zoning Commissioner by Ordinance No. 1247, approved March 30, 1931, as amended from time to time, and as are now or may hereafter be conferred upon him by law or ordinance;]

**Council Bill 25-0063**

(9) [(10)] administer and enforce the City's Building, Fire, and Related Codes Article and all other regulatory codes of Baltimore City that relate to buildings, housing, or sanitation, except where that administration and enforcement is required by the City Charter or by State law to be exercised exclusively by some other officer, department, bureau, or agency of the City;

(10) [(11)] assist the several City departments involved in activities related to housing and community development for the purpose of coordinating such activities and establishing consistent policies and procedures with respect thereto; and

(11) [(12)] exercise the powers and perform the duties and responsibilities conferred and imposed upon the Economic Development [Commission.] COMMISSION, AS TRANSFERRED TO THE DEPARTMENT BY OPERATION OF ORDINANCE NO. 1022, APPROVED NOVEMBER 24, 1975, THEREBY VESTING IN THE DEPARTMENT CERTAIN POWERS AND DUTIES TO BE EXERCISED IN CONNECTION WITH AIDING THE INDUSTRIAL GROWTH OF THE CITY.

**(B) POWERS – BUILDING AND INSPECTION.**

**(1) DEPARTMENT: DUTY AND AUTHORITY.**

THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT SHALL EXERCISE THE DUTY AND AUTHORITY, AS ORIGINALLY TRANSFERRED TO THE DEPARTMENT BY OPERATION OF ORDINANCE NO. 152, APPROVED JUNE 28, 1968, AND AS NOW OR HEREFTER CONFERRED BY LAW OR ORDINANCE, TO:

**(I) ISSUE PERMITS FOR AND EXERCISE SUPERVISION AND INSPECTION OVER:**

**(A) BUILDING CONSTRUCTION AND INSTALLATIONS;**

**(B) THE USE OF LAND AND BUILDINGS; AND**

**(C) THE ALTERATIONS, RELOCATION, REPAIR, RECONSTRUCTION, AND CHANGE OF OCCUPANCY OF BUILDINGS AND THE NUMBER OF FAMILIES HOUSED IN BUILDINGS IN THE CITY; AND**

**(II) INSPECT, REPAIR, CONDEMN, AND REMOVE PRIVATE PROPERTY IN BALTIMORE CITY AT THE EXPENSE OF THE OWNER THEREOF.**

**(2) COMMISSIONER: DUTY AND AUTHORITY.**

**(I) IN GENERAL.**

THE COMMISSIONER OF THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT IS AUTHORIZED AND DIRECTED TO EXERCISE AND PERFORM ALL OF THOSE AUTHORITIES, POWERS, RESPONSIBILITIES, RIGHTS AND DUTIES IMPOSED OR CONFERRED, WHICH WERE, PRIOR TO THE EFFECTIVE DATE OF ORDINANCE NO. 1091, APPROVED AUGUST 2, 1967, IMPOSED OR CONFERRED BY ORDINANCE OR OTHERWISE UPON THE BUILDING INSPECTION ENGINEER.

**Council Bill 25-0063**

(II) *ENUMERATED.*

THE COMMISSIONER OR THE COMMISSIONER'S DESIGNEE SHALL HAVE CHARGE  
AND BE RESPONSIBLE FOR:

(A) CONDUCTING RESEARCH STUDIES, PREPARING STATISTICAL DATA, AND  
KEEPING INFORMED ON INSPECTION ACTIVITIES IN OTHER JURISDICTIONS;

(B) CONDUCTING RESEARCH STUDIES RELATING GENERALLY TO THE WORK OF  
THE DEPARTMENT AS IT RELATES TO BUILDING INSPECTION;

(C) PUBLIC INFORMATION WITH RESPECT TO ENFORCEMENT AND  
ENFORCEMENT ACTIVITIES;

(D) INSPECTING ALL NEW AND EXISTING BUILDINGS, STRUCTURES, AND  
APPURTENANT AREAS AND EQUIPMENT FOR CONFORMANCE WITH  
APPLICABLE LAWS OR REGULATIONS;

(E) INSPECTING, REPAIRING, CONDEMNING, AND REMOVING PRIVATE PROPERTY  
AT THE EXPENSE OF THE OWNER THEREOF PURSUANT TO APPLICABLE LAWS  
AND REGULATIONS;

(F) SUCH OTHER DUTIES AND POWERS WHICH HEREAFTER MAY BE IMPOSED  
AND CONFERRED UPON THE COMMISSIONER.

(C) [(b)] *Scope of Renewal Project.*

As used in this [ordinance] SUBTITLE, a Renewal Project:

(1) may include undertakings and activities for the elimination, the correction, or the  
prevention of the development or the spread of slum, blighted, deteriorated, or  
deteriorating areas; and

(2) may involve but shall not be limited to a program or programs of slum clearance,  
development, redevelopment, renovation, or rehabilitation, voluntary or  
compulsory rehabilitation or conservation by owners of property, or any  
combination or part thereof.

(D) [(c)] *Scope of Conservation Project.*

As used in this [ordinance] SUBTITLE, a Conservation Project:

(1) may include undertakings and activities for the elimination, the correction or the  
prevention of the development or the spread of slum, blighted, deteriorated, or  
deteriorating areas; and

(2) may involve but shall not be limited to a program or programs of renovation or  
rehabilitation, voluntary or compulsory rehabilitation or conservation by owners  
of property or any combination or part thereof; but



## Council Bill 25-0063

- (3) shall not include property acquisition by use of the power of eminent domain except where the Conservation Plan permits the acquisition of property for failure to meet minimum standards or authorizes the acquisition of vacant property or property on which structures have been razed for reasons of health or safety.

### Article 32. Zoning

#### Title 3. Outline of Code Administration

##### Subtitle 2. Administrative Agencies and Officials

#### § 3-201. Zoning Administrator.

(a) *Office established.*

- (1) There is an Office of Zoning Administrator, constituted as an independent unit of the Department of [Housing and Community Development.] PLANNING.

...

(c) *Powers and duties – Specific.*

The Zoning Administrator has the following powers and duties under this Code:

- (1) to determine whether a variance is a major or minor variance (Title 5, Subtitle 3);
- (2) to grant minor variances (Title 5, Subtitle 3);
- (3) to authorize use permits (Title 5, Subtitle 7);
- (4) to provide zoning consultations (Title 5, Subtitle 8);
- (5) to issue zoning verifications (Title 5, Subtitle 9);
- (6) to inspect structures and uses of land to determine compliance with this Code and, where violations are found, initiate action to secure compliance;
- (7) to preserve all records from the administration of the zoning law since its enactment by [Ordinance 31-1247;] ORDINANCE NO. 1247, APPROVED MARCH 30, 1931;
- (8) to maintain permanent records of this Code and of all actions taken under it, including:
  - (i) all maps adopted under this Code; and
  - (ii) all amendments to this Code and to the maps adopted under it;
  - (iii) the rules and regulations of the Board of Municipal and Zoning Appeals;

## Council Bill 25-0063

1 (iv) applications for and approvals of conditional uses and variances; and

2 (v) appeals taken under this Code;

3 (9) to provide and maintain a public information service on matters arising out of this  
4 Code;

5 (10) where reasonable, necessary, and not a fundamental alteration of this Code,  
6 to provide reasonable accommodation in the application of this Code for the  
7 siting, development, and use of housing or services for an individual protected  
8 under the Federal Americans with Disabilities Act or the Federal Fair Housing  
9 Amendments Act;

10 (11) to receive, file, review, maintain copies of, and forward to the Board of  
11 Municipal and Zoning Appeals applications for conditional uses, variances,  
12 appeals, and other matters on which the Board is required to act;

13 (12) to perform completeness review of applications (§ 5-202);

14 (13) with the approval of the Board of Estimates, to set fees for processing  
15 applications, issuing permits and other authorizations, and performing the  
16 various other functions required or authorized by this Code; and

17 (14) to perform all other functions assigned to the Zoning Administrator by this Code.

18 **SECTION 2. AND BE IT FURTHER ORDAINED,** That this Ordinance takes effect on the 30<sup>th</sup> day  
19 after the date it is enacted.

# **Baltimore City Council**



## **Housing & Economic Development Committee**

**Bill: 25-0063**

**Title: Zoning Administrator – Transfer to  
Department of Planning**

## **Agency Reports**

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**CITY OF BALTIMORE**

**BRANDON M. SCOTT**  
Mayor



**DEPARTMENT OF LAW**

EBONY THOMPSON  
CITY SOLICITOR  
100 N. HOLLIDAY STREET  
SUITE 101, CITY HALL  
BALTIMORE, MD 21202

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July 1, 2025

The Honorable President and Members  
of the Baltimore City Council  
Attn: Executive Secretary  
Room 409, City Hall  
100 N. Holliday Street  
Baltimore, Maryland 21202

Re: City Council Bill 25-0063 – Zoning Administrator – Transfer to Department of Planning

Dear President and City Council Members:

The Law Department has reviewed City Council Bill 25-0063 for form and legal sufficiency. The bill amends Article 32 of the City Code to transfer the Office of Zoning Administrator from the Department of Housing and Community Development (“DHCD”) to the Department of Planning. The bill also amends Subtitle 2 of Article 13 of the City Code to include certain duties of DHCD imposed by previous ordinances that have not migrated to that Subtitle. The Law Department has reviewed and discussed these amendments and the relevant ordinances with the Department of Legislative Reference (“DLR”) and defers to DLR’s judgment as to the necessity of these inclusions.

The City Charter vests the executive power of the City in the Mayor, the City Administrator, and the departments, commissions and boards provided for in the Charter and in other law. City Charter, Art. VII, § 1(a). “Consistent with the Charter, and subject to the supervision of a superior municipal officer or agency, a department, officer, commission, board or other municipal agency provided for in the Charter shall perform additional duties and possess additional powers, as may be prescribed by ordinance.” City Charter, Art. VII, § 2. This bill is an appropriate ordinance to bring the Office of Zoning Administrator under the auspices of the Charter-created Department of Planning. *See* City Charter, Art. VII, § 70 (establishing the Department of Planning).

Procedural Requirements

Because this bill amends the text of the City’s Zoning Code, the City Council must consider the following:

- (1) the amendment’s consistency with the City’s Comprehensive Master Plan;
- (2) whether the amendment would promote the public health, safety, and welfare;
- (3) the amendment’s consistency with the intent and general regulations of this Code;

(4) whether the amendment would correct an error or omission, clarify existing requirements, or effect a change in policy; and

(5) the extent to which the amendment would create nonconformities.

Baltimore City Code, Art. 32, § 5-508(c).

Furthermore, any bill that authorizes a change in the text of the Zoning Code is a “legislative authorization,” which requires that certain procedures be followed in the bill’s passage, including a public hearing. Baltimore City Code, Art. 32, §§ 5-501; 5-507; 5-601(a). Certain notice requirements apply to the bill. Baltimore City Code, Art. 32, §§ 5-601(b)(1), (c), (e). The bill must be referred to certain City agencies, which are obligated to review the bill in a specified manner. Baltimore City Code, Art. 32, §§ 5-504, 5-506. Finally, certain limitations on the City Council’s ability to amend the bill apply. Baltimore City Code, Art. 32, § 5-507(c).


Assuming all procedural requirements are followed, the Law Department approves the bill for form and legal sufficiency.

Sincerely,



Jeffrey Hochstetler  
Chief Solicitor

cc: Ebony Thompson, Acting City Solicitor  
Ty’lor Schnella, Mayor’s Office of Government Relations  
Hilary Ruley, Chief Solicitor, General Counsel Division  
Ashlea Brown, Chief Solicitor  
Michelle Toth, Assistant Solicitor  
Desireé Luckey, Assistant Solicitor

FROM	NAME & TITLE	CHRIS RYER, DIRECTOR <i>[Signature]</i>	CITY of BALTIMORE  <b>MEMO</b>	
	AGENCY NAME & ADDRESS	DEPARTMENT OF PLANNING 8 <sup>TH</sup> FLOOR, 417 EAST FAYETTE STREET		
	SUBJECT	CITY COUNCIL BILL #25-0063 / ZONING ADMINISTRATOR – TRANSFER TO DEPARTMENT OF PLANNING		

TO The Honorable President and  
Members of the City Council  
City Hall, Room 400  
100 North Holliday Street

DATE: June 27, 2025

At its regular meeting of June 26, 2025, the Planning Commission considered City Council Bill #25-0063, for the purpose of transferring the Office of Zoning Administrator and all attendant authorities and duties from the Department of Housing and Community Development to the Department of Planning.

In its consideration of this Bill, the Planning Commission reviewed the attached staff report, which recommended approval of City Council Bill #25-0063 and adopted the following resolution, with six members being present (six in favor):

RESOLVED, That the Planning Commission concurs with the recommendation of its departmental staff, and recommends that City Council Bill #25-0063 be **approved** by the City Council.

If you have any questions, please contact Mr. Eric Tiso, Division Chief, Land Use and Urban Design Division at 410-396-8358.

CR/ewt

attachment

cc: Ms. Nina Themelis, Mayor's Office  
The Honorable John Bullock, Council Rep. to Planning Commission  
Ms. Rebecca Witt, BMZA  
Mr. Geoffrey Veale, Zoning Administration  
Ms. Stephanie Murdock, DHCD  
Ms. Hilary Ruley, Law Dept.  
Mr. Francis Burnszynski, PABC  
Mr. Luciano Diaz, DOT  
Ms. Nancy Mead, Council Services



Brandon M. Scott  
Mayor

## PLANNING COMMISSION

*Jon Laria, Chair; Eric Stephenson, Vice Chair*

### STAFF REPORT



Chris Ryer  
Director

**June 26, 2025**

**REQUEST:** City Council Bill #25-0062/Zoning Administrator – Transfer to Department of Planning For the purpose of transferring the Office of Zoning Administrator and all attendant authorities and duties from the Department of Housing and Community Development to the Department of Planning.

**RECOMMENDATION:** Approval

**STAFF:** Caitlin Audette

**INTRODUCED BY:** Council Vice President Green Middleton, and Council President Cohen, Councilmembers Dorsey, Conway, Torrence, Gray, Bullock, Blanchard, and Ramos

### CONFORMITY TO PLANS

The 2024 Comprehensive Master Plan for the City of Baltimore was enacted by Ordinance #24-426, dated December 2, 2024. One of the overarching goals of the plan is to make the development process easier to understand for all parties. The relocation of the Zoning Office in the Planning Department aligns with this goal, by having those that write the zoning code within the same department as those that interpret and review projects against the zoning code.

### ANALYSIS

**Background:** This bill moves the Zoning Administrator to the Department of Planning from the Department of Housing and Community Development. This is done with changes to several articles of City Code. Legislative Reference also made minor changes to the relevant Articles as needed. These changes are detailed below.

- Removing the following from **Article 13. Housing and Urban Renewal, Subtitle 2. Department of Housing and Community Development, § 2-3. General Powers, (a) Enumerated.**

*[(9) exercise the powers and perform the duties conferred and imposed upon the Zoning Commissioner by Ordinance No. 1247, approved March 30, 1931, as amended from time to time, and as are now or may hereafter be conferred upon him by law or ordinance;]*

- Add the following to **Article 13. Housing and Urban Renewal, Subtitle 2. Department of Housing and Community Development, § 2-3. General Powers, (a) Enumerated** for clarification.

*(11) [(12)] exercise the powers and perform the duties and responsibilities conferred and imposed upon the Economic Development [Commission.] COMMISSION, AS TRANSFERRED TO THE DEPARTMENT BY OPERATION OF ORDINANCE NO. 1022, APPROVED NOVEMBER 24, 1975, THEREBY VESTING IN THE DEPARTMENT CERTAIN POWERS AND DUTIES TO BE EXERCISED IN CONNECTION WITH AIDING THE INDUSTRIAL GROWTH OF THE CITY.*

- Add the following missing elements to **Article 13. Housing and Urban Renewal, Subtitle 2. Department of Housing and Community Development, § 2-3. General.**

*(B) POWERS – BUILDING AND INSPECTION.*

*(1) DEPARTMENT: DUTY AND AUTHORITY.*

*THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT SHALL EXERCISE THE DUTY AND AUTHORITY, AS ORIGINALLY TRANSFERRED TO THE DEPARTMENT BY OPERATION OF ORDINANCE NO. 152, APPROVED JUNE 28, 1968, AND AS NOW OR HEREAFTER CONFERRED BY LAW OR ORDINANCE, TO:*

*(I) ISSUE PERMITS FOR AND EXERCISE SUPERVISION AND INSPECTION OVER:*

*(A) BUILDING CONSTRUCTION AND INSTALLATIONS;*

*(B) THE USE OF LAND AND BUILDINGS; AND*

*(C) THE ALTERATIONS, RELOCATION, REPAIR, RECONSTRUCTION, AND CHANGE OF OCCUPANCY OF BUILDINGS AND THE NUMBER OF FAMILIES HOUSED IN BUILDINGS IN THE CITY; AND*

*(II) INSPECT, REPAIR, CONDEMN, AND REMOVE PRIVATE PROPERTY IN BALTIMORE CITY AT THE EXPENSE OF THE OWNER THEREOF.*

*(2) COMMISSIONER: DUTY AND AUTHORITY.*

*(I) IN GENERAL.*

*THE COMMISSIONER OF THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT IS AUTHORIZED AND DIRECTED TO EXERCISE AND PERFORM ALL OF THOSE AUTHORITIES, POWERS, RESPONSIBILITIES, RIGHTS AND DUTIES IMPOSED OR CONFERRED, WHICH WERE, PRIOR TO THE EFFECTIVE DATE OF ORDINANCE NO. 1091, APPROVED AUGUST 2, 1967, IMPOSED OR*



*CONFERRED BY ORDINANCE OR OTHERWISE UPON THE BUILDING INSPECTION ENGINEER.*

*(II) ENUMERATED.*

*THE COMMISSIONER OR THE COMMISSIONER'S DESIGNEE SHALL HAVE CHARGE AND BE RESPONSIBLE FOR:*

*(A) CONDUCTING RESEARCH STUDIES, PREPARING STATISTICAL DATA, AND KEEPING INFORMED ON INSPECTION ACTIVITIES IN OTHER JURISDICTIONS;*

*(B) CONDUCTING RESEARCH STUDIES RELATING GENERALLY TO THE WORK OF THE DEPARTMENT AS IT RELATES TO BUILDING INSPECTION;*

*(C) PUBLIC INFORMATION WITH RESPECT TO ENFORCEMENT AND ENFORCEMENT ACTIVITIES;*

*(D) INSPECTING ALL NEW AND EXISTING BUILDINGS, STRUCTURES, AND APPURTENANT AREAS AND EQUIPMENT FOR CONFORMANCE WITH APPLICABLE LAWS OR REGULATIONS;*

*(E) INSPECTING, REPAIRING, CONDEMNING, AND REMOVING PRIVATE PROPERTY AT THE EXPENSE OF THE OWNER THEREOF PURSUANT TO APPLICABLE LAWS AND REGULATIONS;*

*(F) SUCH OTHER DUTIES AND POWERS WHICH HEREAFTER MAY BE IMPOSED AND CONFERRED UPON THE COMMISSIONER.*

- **Change the Department to Planning - Article 32. Zoning, Title 3. Outline of Code Administration, Subtitle 2. Administrative Agencies and Officials, § 3-201. Zoning Administrator.**

*(a) Office established.*

*(1) There is an Office of Zoning Administrator, constituted as an independent unit of the Department of [Housing and Community Development.] PLANNING.*

- **Add the following missing elements to Article 32. Zoning, Title 3. Outline of Code Administration, Subtitle 2. Administrative Agencies and Officials, § 3-201. Zoning Administrator.**

*(c) Powers and duties – Specific.*

*(7) to preserve all records from the administration of the zoning law since its*

*enactment by [Ordinance 31-1247;] ORDINANCE NO. 1247, APPROVED  
MARCH 30, 1931;*

Equity:

This will have limited impacts to city residents. In the short term, there may be some limited confusion. However, Zoning staff will maintain a presence on the first floor, and the staff will remain the same. In the long term, the shift of the Zoning office to the Planning Department will streamline development review, positively impacting city residents.

Notification: This proposed action was shared by email to over 17,300 recipients via GovDelivery.



**Chris Ryer**  
**Director**

# **Baltimore City Council**



## **Land Use & Transportation Committee**

**Bill:25-0063**

**Title: Zoning Administrator – Transfer to  
Department of Planning**

# **Additional Materials**

Maryland The Daily Record  
200 St. Paul Place  
Baltimore, MD, 21202  
Phone: 4435248100

MARYLAND

# THE DAILY RECORD

## Affidavit of Publication

To: Office of Council Services - Nancy Mead  
100 Holliday St  
Baltimore, MD, 21202

Re: Legal Notice 4086766,  
PUBLIC HEARING ON BILL NO. 25-0063

We hereby certify that the annexed advertisement was published in Maryland The Daily Record, a Daily newspaper published in the State of Maryland 1 time(s) on the following date(s): 09/15/2025

By



Joy Hough  
Authorized Designee of the Publisher

### Baltimore City

#### BALTIMORE CITY COUNCIL PUBLIC HEARING ON BILL NO. 25-0063

The Committee on Housing & Economic Development of the Baltimore City Council will conduct a public hearing on City Council Bill No. 25-0054 on Tuesday, September 30, 2025, at 5:00 PM in the Clarence "Du" Burns Chamber, City Hall, 100 N. Holliday Street, 4th Floor, Baltimore, MD 21202. Information on how the public can participate in the hearing virtually, via Webex, will be available at <https://baltimore.legistar.com/Calendar.aspx>.

#### Zoning Administrator - Transfer to Department of Planning

FOR the purpose of transferring the Office of Zoning Administrator and all attendant authorities and duties from the Department of Housing and Community Development to the Department of Planning.

Applicant: Sharon Green Middleton - City Council Vice President

For more information, contact committee staff at (410) 396-1091.

NOTE: This bill is subject to amendment by the Baltimore City Council.

**JAMES TORRENCE**  
Chair

s15 4086766

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