

CITY OF BALTIMORE

BRANDON M. SCOTT, Mayor



OFFICE OF COUNCIL SERVICES

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TO: The Gallery Church of Baltimore, Inc. c/o Joseph R. Woolman, III

FROM: Jennifer L. Coates, Committee Staff  
Economic and Community Development Committee

Date: April 13, 2022

RE: INSTRUCTIONS FOR NOTICE OF A PUBLIC HEARING – MAP AMENDMENTS  
(REZONINGS); PLANNED UNIT DEVELOPMENTS

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The Economic and Community Development Committee of the Baltimore City Council, has scheduled the following City Council Bill for a public hearing:

Bill: City Council Bill No. 22-0188

Date: Tuesday, May 17, 2022

Time: 2:00 p.m.

Place: City Hall; 100 N. Holliday Street, 4<sup>th</sup> Floor; Baltimore, MD 21202

Notice of the public hearing must be provided by and at the expense of the applicant in accordance with Article 32. Zoning § 5-601 – Map or Text Amendments; PUDs. For helpful information about the notice requirements under Article 32 - Zoning (pages 127 – 128) see Attachment B. You are encouraged to access and review Article 32 using the web link below:

<http://ca.baltimorecity.gov/codes/Art%2032%20-%20Zoning.pdf>

The required notice and deadlines are outlined on the following page.

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## Sign Posting

At least 30 days prior to the date of the hearing, the applicant must post the required sign(s) consisting of the language between the double lines on Attachment A.

## Written Notice to Property Owners

At least 15 days prior to the date of the hearing, the applicant must send by first-class mail written notice consisting of the language between the double lines on Attachment A to each person who appears on the tax records of the City as an owner of the property to be rezoned.

## Newspaper Advertisement

At least 15 days prior to the hearing, the applicant must publish notice consisting of the language between the double lines on Attachment A in one (1) newspaper of general circulation. You may choose any of the following newspapers for advertising purposes: The Daily Record, The Baltimore Sun, or the Afro-American.

## Certifications

At least four (4) days prior to the hearing, certifications of the written notice, publication of the newspaper advertisement, and sign posting must be submitted electronically to Natawna Austin at [NatawnaB.Austin@Baltimorecity.gov](mailto:NatawnaB.Austin@Baltimorecity.gov). If the required certifications are not received the public hearing will be cancelled without notice.

## Deadlines

The deadline dates for the required notice(s) and certifications are as follows:

|                          |                |
|--------------------------|----------------|
| Sign Posting Deadline:   | April 17, 2022 |
| Written Notice Deadline: | May 2, 2022    |
| Newspaper Ad Deadline:   | May 2, 2022    |
| Certification Deadline:  | May 13, 2022   |

**Please note that ALL of these requirements MUST be met in order for your hearing to proceed as scheduled.**

If you have any questions regarding your notice requirements please contact:

Jennifer L. Coates, Committee Staff  
Baltimore City Council  
Economic and Community Development Committee  
410-396-1260  
[Jennifer.Coates@baltimorecity.gov](mailto:Jennifer.Coates@baltimorecity.gov).

**ATTACHMENT A**  
**Required Language for Public Notice**

Sign Posting Deadline: April 17, 2022  
Written Notice Deadline: May 2, 2022  
Newspaper Ad Deadline: May 2, 2022

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**BALTIMORE CITY COUNCIL**  
**PUBLIC HEARING ON BILL NO. 22-0188**

The Economic and Community Development Committee of the Baltimore City Council will meet on Tuesday, May 17, 2022 at 2:00 p.m. to conduct a public hearing on City Council Bill No. 22-0188. The Committee will conduct the hearing at City Hall, 100 N. Holliday Street; Council Chambers, 4<sup>th</sup> Floor; Baltimore, MD 21202.

**CC 22-0188 – Ordinance - Rezoning - 3101-3113 Eastern Avenue**

For the purpose of changing the zoning for the property known as 3101-3113 Eastern Avenue (Block 1794, Lots 009 and 009A), as outlined in red on the accompanying plat, from the R-8 Zoning District to the C-1 Zoning District; and providing for a special effective date.

By amending  
Article 32- Zoning, Zoning District Maps, Sheet 58  
Baltimore City Revised Code (Edition 2000)

NOTE: This bill is subject to amendment by the Baltimore City Council.  
Applicant: The Gallery Church of Baltimore, Inc. c/o Joseph R. Woolman, III  
For more information, contact Committee Staff at (410) 396-1260.

SHARON GREEN MIDDLETON  
Chair

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SEND CERTIFICATION TO:

Natawna B. Austin  
[NatawnaB.Austin@Baltimorecity.gov](mailto:NatawnaB.Austin@Baltimorecity.gov)

SEND BILL TO:

The Gallery Church of Baltimore, Inc.  
c/o Joseph R. Woolman, III  
J.R. Woolman, LLC  
145 West Ostend Street, Suite 600  
Baltimore, Maryland 21230  
(612) 389-0659



**ZONING  
SUBTITLE 6 – NOTICES**

**ARTICLE 32, § 5-601**

§ 5-601. Map or text amendments; PUDs.

(a) Hearing required.

For a bill proposing a zoning map amendment, a zoning text amendment, or the creation or modification of a planned unit development, the City Council committee to which the bill has been referred must conduct a hearing at which:

- (1) the parties in interest and the general public will have an opportunity to be heard; and
- (2) all agency reports will be reviewed.

(b) Notice of hearing required.

Notice of the hearing must be given by each of the following methods, as applicable:

- (1) by publication in a newspaper of general circulation in the City;
- (2) for the creation or modification of a planned unit development and for a zoning map amendment, other than a comprehensive rezoning:
  - (i) by posting in a conspicuous place on the subject property; and
  - (ii) by first-class mailing of a written notice, on forms provided by the Zoning Administrator, to each person who appears on the tax records of the City as an owner of the property to be rezoned; and
- (3) for a comprehensive rezoning:
  - (i) by posting in conspicuous places within and around the perimeter of the subject area or district, as the Department of Planning designates; and
  - (ii) by first-class mailing of a written notice, on forms provided by the Zoning Administrator, to each person who appears on the tax records of the City as an owner of property within the subject area or district.

(c) Contents of notice.

The notice must include:

- (1) the date, time, place, and purpose of the public hearing;
- (2) the address of the subject property or a drawing or description of the boundaries of the area affected by the proposed rezoning; and
- (3) the name of the applicant.

(d) Number and manner of posted notices.

- (1) For a zoning map amendment or the creation or modification of a planned unit development, the number and manner of posting is as follows:
  - (i) for an individual property, at least 1 sign must be visible from each of the property's street frontages;
  - (ii) for a comprehensive rezoning, a change in the boundaries of a zoning district, or the creation or modification of a planned unit development, at least 2 or more signs are required, as the Department of Planning designates;
  - (iii) each sign must be posted at a prominent location, near the sidewalk or public right-of-way, so that it is visible to passing pedestrians and motorists;
  - (iv) a window-mounted sign must be mounted inside the window glass and placed so that it is clearly visible to passing pedestrians and motorists; and
  - (v) each sign must be at least 3 feet by 4 feet in size.
- (2) Nothing in this subtitle prevents the voluntary posting of more notices than required by this subtitle.

(e) Timing of notices – In general.

The notice must be published, mailed, and, except as provided in subsection (f) of this section, posted:

- (1) at least 15 days before the public hearing; or
- (2) for a comprehensive rezoning, at least 30 days before the public hearing.

(f) Timing of notices – Posting for map amendment or PUDs.

For a zoning map amendment or the creation or modification of a planned unit development, the posted notice must be:

- (1) posted at least 30 days before the public hearing; and
- (2) removed within 48 hours after conclusion of the public hearing.