CITY OF BALTIMORE
BRANDON M. SCOTT, Mayor

OFFICE OF COUNCIL SERVICES
LARRY E. GREENE, Director
415 City Hall, 100 N. Holliday Street
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410-396-7215 / Fax: 410-545-7596
email: larry.greene@baltimorecity.gov

TO: Christopher Mudd

FROM: Niya Garrett, Committee Staff

Date: August 2, 2024

RE: INSTRUCTIONS FOR NOTICE OF A PUBLIC HEARING – Repeal of Ordinance

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The Ways and Means Committee of the Baltimore City Council has scheduled the following public hearing:

Bill: City Council Bill No. 24-0561

Date: Tuesday, September 10, 2024

Time: 10:03 A.M.

Place: Clarence "Du" Burns Chamber, City Hall, 100 N. Holliday Street, 4th Floor and online via Webex

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 see Attachment B. You are encouraged to access and review Article 32 using the web link below:

https://legislativereference.baltimorecity.gov/city-codes

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

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Sign Posting

At least 30 days before 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 before 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 before 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 before the hearing, certifications of the written notice, newspaper advertisement, and sign posting must be submitted electronically to Natawna Austin at NatawnaB.Austin@Baltimorecity.gov. If the required certifications are not received the public hearing will be cancelled without notice to the applicant.

Deadlines

The deadline dates for the required notices and certifications are as follows:

Sign Posting Deadline:	August 11, 2024
Written Notice Deadline:	August 26, 2024
Newspaper Ad Deadline:	August 26, 2024
Certification Deadline:	September 6, 2024

Please note that ALL the requirements MUST be met for your hearing to proceed as scheduled.

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

Niya Garrett, Committee Staff
Baltimore City Council
Ways and Means Committee
(410) 396-1268
Niya.Garrett@baltimorecity.gov

ATTACHMENT A
Required Language for Public Notice

Sign Posting Deadline:	August 11, 2024
Written Notice Deadline:	August 26, 2024
Newspaper Ad Deadline:	August 26, 2024
Certification Deadline:	September 6, 2024

BALTIMORE CITY COUNCIL
PUBLIC HEARING ON BILL NO. 24-0561

The Ways and Means Committee of the Baltimore City Council will conduct a public hearing on City Council Bill No. 24-0561 on September 10, 2024, at 10:03 A.M. 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.

Repeal of Ordinance 99-573, as Amended by Ordinance 00-093 – Planned Unit Development – 4221 Shannon Drive

For the purpose of repealing Ordinance 99-573, as amended by Ordinance 00-093, which designated certain property located at 4221 Shannon Drive a Planned Unit Development; and providing for a special effective date.

Applicant: Christopher Mudd
For more information, contact Committee Staff at (410) 396-1268.
NOTE: This bill is subject to amendment by the Baltimore City Council.

Eric T. Costello
Chair

SEND CERTIFICATION TO:

Natawna B. Austin
NatawnaB.Austin@Baltimorecity.gov

SEND BILL TO:

Christopher Mudd
210 W Pennsylvania Ave.
STE 500
Towson, MD 21204
(410) 496-6365
CDMudd@Venable.com

ATTACHMENT B

Article 32. ZONING
SUBTITLE 6 – NOTICES

§ 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.