Compatible Use Implementation Workgroup Meeting #1 Summary

Date: Monday, February 22, 2021
Time: 1:00 – 2:30 PM
Location: Microsoft Teams

Attendees:

Maryland Department of Planning (Planning)
- Secretary Robert McCord, Esq.
- Chuck Boyd
- Sarah Diehl
- John Coleman
- Joe Griffiths

Implementation Workgroup (Workgroup)
- See attached sign-in sheet

The first meeting of the Compatible Use Implementation Workgroup was held using Microsoft Teams on Monday, February 22, 2021. The purpose of this meeting was to introduce project stakeholders to the Maryland Department of Planning team and to provide background information on the Compatible Use project. Additionally, this meeting was used to familiarize Workgroup members with project deliverables, provide context to the formation of Workgroup subcommittees, relay information concerning the project process and public engagement strategy, and discuss immediate next steps.

The following items were discussed (by agenda item):

1. **Opening Remarks:** Maryland Department of Planning Secretary Robert McCord, Esq.

2. **Introduction of Project Team & Guests**
   - Sarah Diehl and Joe Griffiths introduced themselves to the Workgroup. Sarah thanked the other members of Planning that were listening in on the call – Chuck Boyd and John Coleman.

3. **Project Background & Deliverables**
   - Sarah provided an expanded project background and a discussion on project deliverables.

   - Project background included:
     - Overview of the military in Maryland and key terms to be familiar with throughout the course of the project.
     - The importance of promoting compatible use in Maryland.
     - Phase 1 of the Statewide Compatible Use Project
       - Development of the Statewide Joint Land Use Response Implementation Strategy (SJRIS).
       - Overview of statewide and regional compatibility factors that were identified as part of the SJRIS and subsequently influenced recommendations.
     - Phase 2: Implement (Current Phase)
       - OEA grant obtained by the Department of Commerce in partnership with Planning.

- Three separate stakeholder groups: Renewable Energy Siting Steering Committee (Commerce); Implementation Workgroup & Policy Committee (Planning)

- Project deliverables discussion
  - Compatible Use Website and Handbook
  - Role of vendor in deliverable development
  - Contents of the website and handbook

4. **Role of the Implementation Workgroup and Subcommittees**
   - Sarah reviewed the Implementation Workgroup roles and expectations:
     - Attend and participate in Workgroup and subcommittee meetings.
     - Guide the development of the website and handbook and assess effectiveness.
     - Review major deliverables.
     - Communicate with personal and professional networks regarding project status and opportunities for public engagement.

   - Overview of the Policy Committee
     - Focused on developing model legislation to improve compatible use in Maryland.
     - Potential subcommittees include State Legislation, Model Local Ordinances, Notification Areas, and Conflict Resolution.

   - Overview of the Implementation Workgroup and Structure
     - The Implementation Workgroup will be working to advance the recommendations of the SJRIS. The group will be looking at the specific development of tools, communication methods, and different educational and funding resources that can be used to ensure compatible use.

   - Implementation Workgroup Subcommittees: open to suggestions. Proposed groups include:
     - **Land Preservation**: articulating the value of preserving land around military installations and exploring methods and partnerships to ensure sustainability and compatible development.
     - **Joint Land Use Studies**: focused on developing resources to promote the completion (and update) of JLUS for Maryland's installations that have not yet completed one. This could include development of fact sheets for assistance through the process (including how to pursue OEA funding) or identification of resources that may already exist.
     - **Funding Resources**: focused on identifying and leveraging available funding sources and other means to further support compatible development across the state.
     - **Compatible Use Resources**: focused on the development of toils that will aid in building successful and mutually beneficial relationships between Maryland's military installations and surrounding communities. Examples could include communication or education/outreach resources, which the breakout groups (see below) expressed were areas that one or more subcommittees should focus on.
     - **Best Practices**: focused on identifying best practices that are either in place in Maryland and could be leveraged to reinforce responsible compatibility planning practices or are successful elsewhere and may assist in strengthening the relationship between military installations and surrounding communities.

- o **Spatial Analysis**: focused on identifying and compiling locations of appropriate data that local, state, and military planners should utilize to ensure compatible planning efforts around military installations and within military influence areas.

- Subcommittee formation:
  - o Sarah will be sending a Google Form to stakeholders to rank interest in participation in a subcommittee.

5. **Breakout Activity**
   - Breakout rooms were utilized to give Workgroup members an opportunity to introduce themselves to one another and also discuss potential focus areas for additional subcommittees.

   - Comments from report-out discussion included:
     - o Krist Zimmerman noted that as one of the original members of the SJRIS team that met at OMFA, he thought that the subcommittees that were identified would meet the needs of this project.
     - o Desirae Williams noted that her breakout group discussed the possibility of a communications component and looking into how we want to effectively communicate our ideas.
     - o Erica Matthews asked if there should be a subcommittee for each region as it sounds like each base may have its own unique needs.
       - Krist added that as this is a statewide project, it would be most appropriate for the state to give these tools to each of the counties and jurisdictions to use as they see fit for the development plans and maintaining the missions of the military installations. He was not sure if dividing up regionally would be conducive to the overall goal of this project.
       - George Clark noted that yes, while many have hesitations about the state getting involved, he was questioning where it may be appropriate to get the state involved. His experience in putting together the JLUS for Pax River has been after the completion of the document, it has set on the shelf. He would like to see how we can provide direction to get some of these elements moving.
       - Matt Hermann added that maybe we should look at what sort of policy recommendations we want to make, whether it be at the state level or county level for implementation, such as the requirements for annual engagement between the two entities

6. **Utilizing Communication Guidelines & Stakeholder Communications Assets**
   - Sarah provided an overview of the Communications Guidelines and Communications Asset documents.
     - o She encouraged the group to rely on the Communications Guidelines document particularly when engaging with others about the project.
     - o She also reminded the group that the Communications Asset document will be helpful in building our resources to engage with the public later in the project and to let her know of any additions.

   - Tools for public engagement include public surveys and open houses as well as website updates (to be hosted by Commerce; link will be sent out when available) and materials posted on forums such as the Planning Practice Monthly and Business Pulse newsletters.

7. **Project Process**
   - Overview of high-level timeline; noted that this is flexible, particularly as we finalize the details with getting the vendor on board.

8. **Next Steps**
   - Subcommittee formation over the next few weeks.
   - Continue to build collection of stakeholder assets.
   - Introduce the vendor to the stakeholders in upcoming meetings.

9. **Questions/Comments**
   - George Clark provided the website information for the Pax River JLUS on the Tri-County Council for Southern Maryland's website: www.tccsmd.org.
   - Joe Griffiths brought up the conversation that was started earlier regarding the issue of regionalism and this project. He noted that we understand the need to look at things at the regional perspective and it is likely something that we will revisit and consider as we go along. When thinking about the subcommittees at this point so far, while they are topical in nature, it does not mean that a particular subcommittee could not consider parts regionally – particularly the Joint Land Use Study group.
     - He also noted the policy aspect and the overlap that exists between the two workgroups that we have. It was stressed that there is a Policy Committee that will be examining many of these issues and we will be looking for opportunities for the two groups to work together.
   - Chris Thiel asked how we will be tracking progress of these programs after years go by where there might/might not be progress in their implementation – reiterating George's point from earlier that we do not want things to just sit on the shelf.
     - Sarah responded that part of project deliverables will be guidance to ensure successful implementation and methods for tracking progress and setting milestones into the future.
     - Joe added that the website that the vendor is developing will eventually be migrated over to the state's Sharepoint system. One of the last things they will be providing us is how to maintain it and any additional feedback they have gathered. This product itself will also be a living resource that will continue to be updated.
   - Chuck Boyd commented that this is the Department of Planning's first role in getting involved with Commerce. He is looking at this as the first step of many steps in terms of looking for opportunities for implementation. We are hoping to build these relationships throughout the state with military installations and their surrounding communities. As we show success and interest in this area, he is confident that we will continue to identify future projects to work through to further compatibility throughout the state.
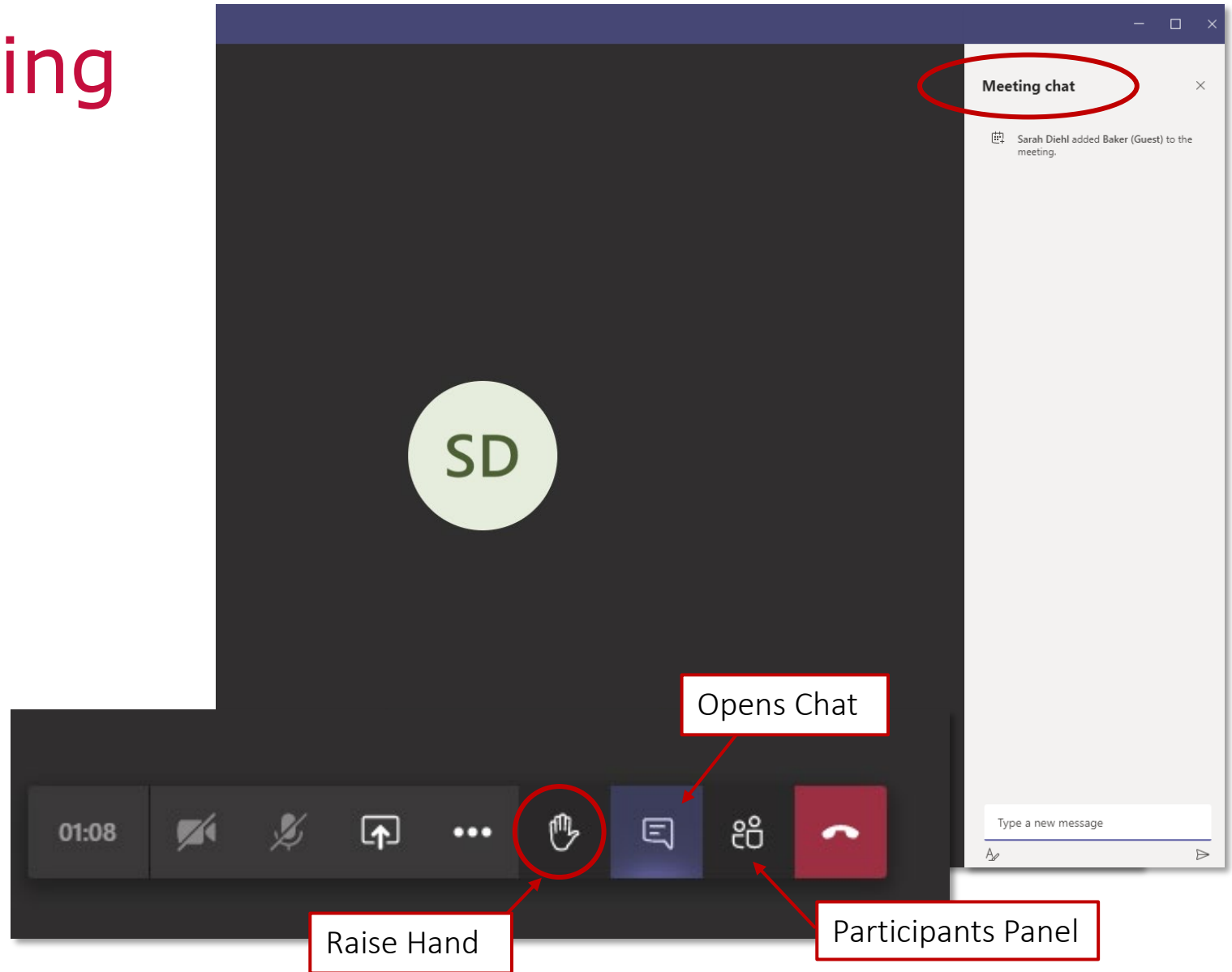
Meeting adjourned at 2:35.

Compatible Use: Implementation Workgroup

Stakeholder Meeting #1 |February 22, 2021

Maryland Military Community Compatibility Website & Handbook Development

Teams Housekeeping

- Note: the tool icons may be at the top or bottom of your screen and in different orders.

- To reduce background noise, please keep your device on mute.

- Please identify yourself when you speak.

- Please ensure that your name is appearing correctly in the "Participants" tab.

- If you have a question, you can "Raise Hand" or send a chat. (Must also un-raise hand!)

- Value the strength of diverse input.

- Everyone who wants to be heard will be heard, but please be respective of time.

- Please note that this meeting may be recorded.

Meeting chat

Sarah Diehl added Baker (Guest) to the meeting.

SD

Opens Chat

01:08

Raise Hand

Participants Panel

Type a new message

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Introductions

Secretary Robert McCord
Secretary
Maryland Department of
Planning

Sarah Diehl, AICP
Compatible Use Community
Planning Liaison
Maryland Department of Planning
sarah.diehl@maryland.gov

Joe Griffiths, AICP
Local Assistance and
Training Manager
Maryland Department of Planning
joseph.griffiths@maryland.gov

Today's Agenda

- Opening Remarks from Planning Secretary Robert McCord

- Introduction of Project Team and Guests

- Project Background and Deliverables

- Role of the Implementation Workgroup and Subcommittees

- Breakout Activity

- Project Process

- Utilizing Stakeholder Communication Assets

- Next Steps

- Questions/Comments

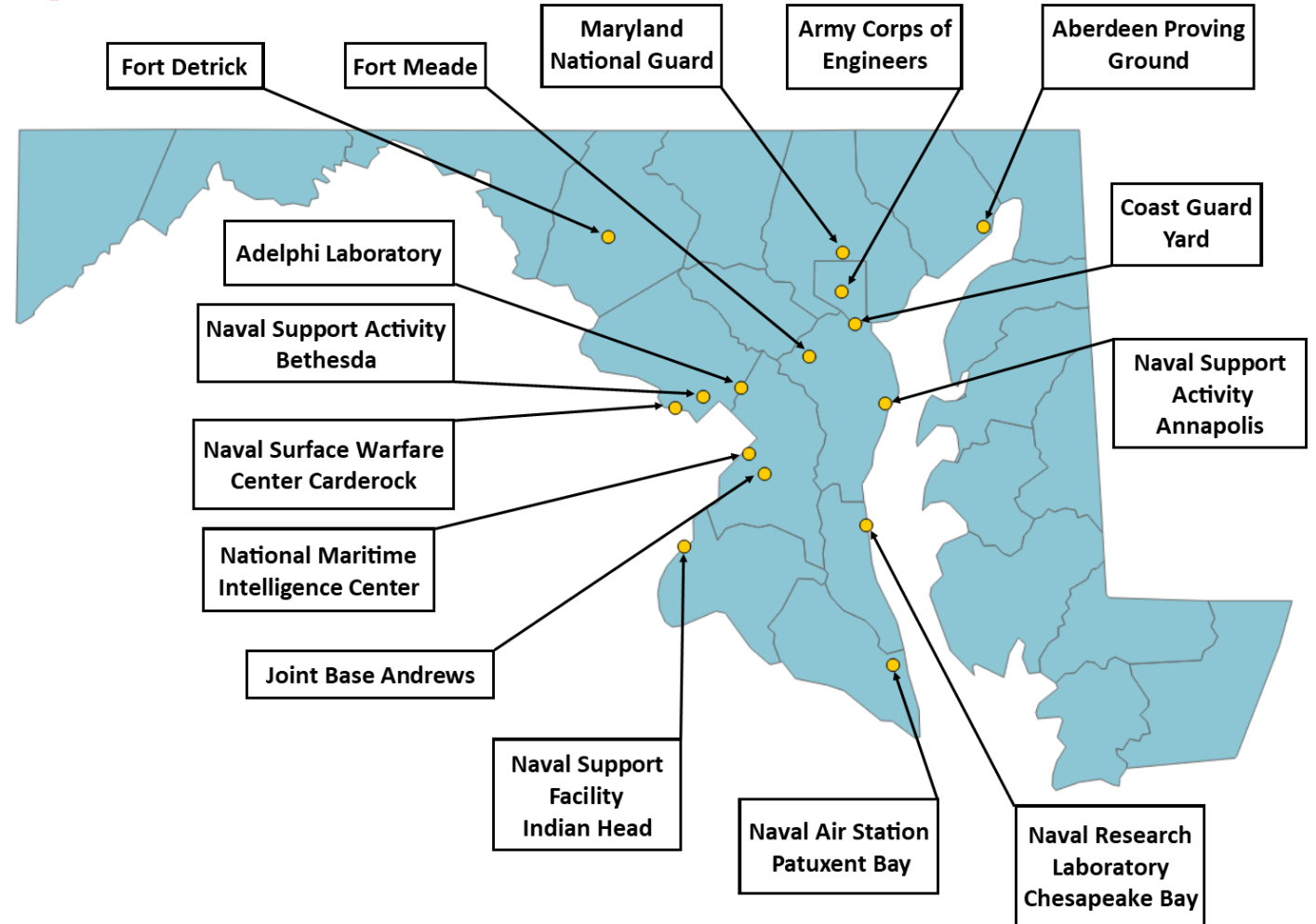# The Military in Maryland

20 Military Facilities

60 Federal Civilian Agencies

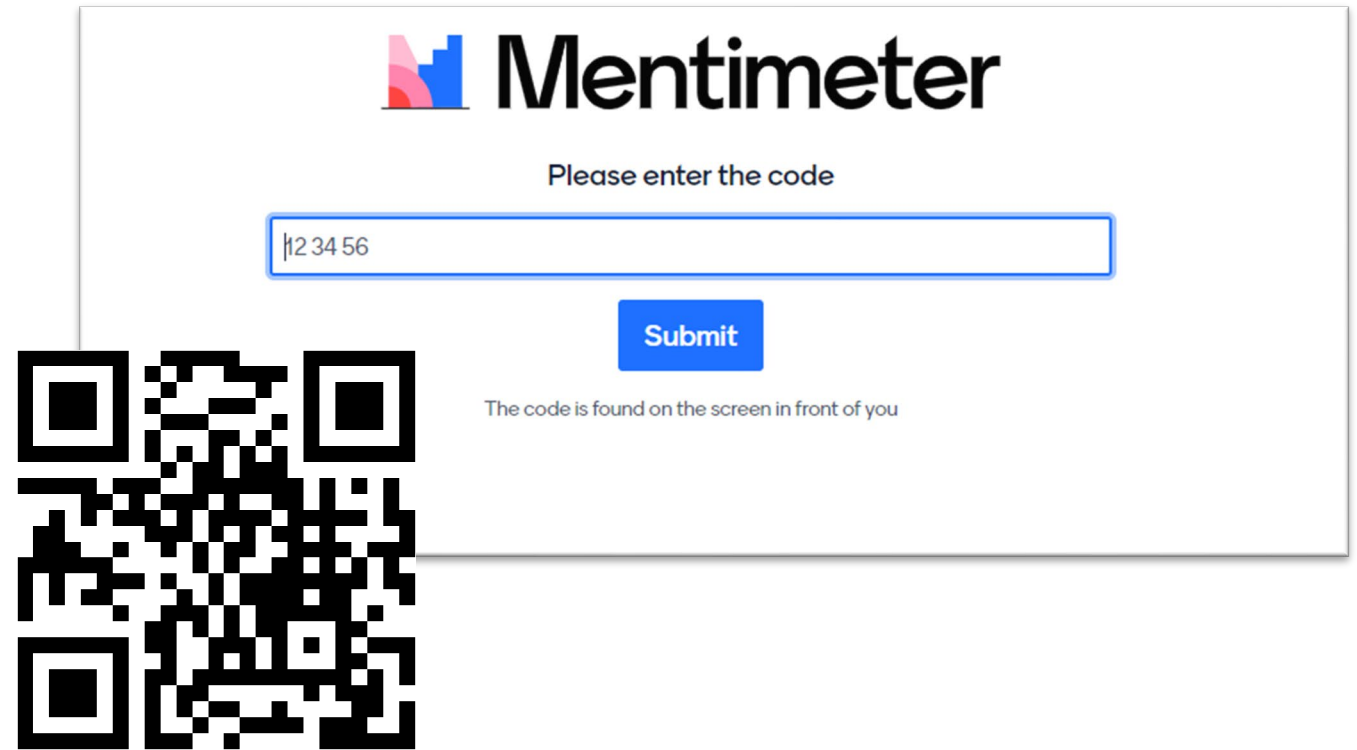**75** Federal Labs
(Twice as many as any other state)

Source: https://open.maryland.gov/industries/military-federal/

Fort Detrick

Fort Meade

Maryland National Guard

Army Corps of Engineers

Aberdeen Proving Ground

Coast Guard Yard

Adelphi Laboratory

Naval Support Activity Bethesda

Naval Support Activity Annapolis

Naval Surface Warfare Center Carderock

National Maritime Intelligence Center

Joint Base Andrews

Naval Support Facility Indian Head

Naval Air Station Patuxent Bay

Naval Research Laboratory Chesapeake Bay

Source: FY 2016 Economic Impact Analysis of Maryland's Military Installations (Towson University)
https://commerce.maryland.gov/Documents/ResearchDocument/economic-impact-analysis-of-marylands-military-installations-fy-2016.pdf

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Workgroup Polling

- Accessible using a web browser or your phone.

- Go to www.menti.com and use the code at the top of the screen to respond to polling questions OR scan the QR code:

- Link is also in the chat.

Mentimeter

Please enter the code

| 12 34 56 |

Submit

The code is found on the screen in front of you

Q1: How, if at all, do you interact with the military in the professional setting?

The Military in Maryland
Terms to Know

- Compatibility
- Incompatible Civilian Development
- Encroachment
- Joint Land Use Study
- Military Influence Area (MIA)
- Military Installation
- Planning Notification Area

Refer to background documents for a list of additional terms and key acronyms.

The Importance of Promoting Compatible Use

- Military installations play a vital role in national defense

- Major economic engine

- Public safety threats as a result of incompatible development

- Shared responsibility to support national defense

- Need for state and local governments to play strong role in supporting DOD missions

The $57.4 billion military industry overall represents nearly one-fifth (17%) of the Maryland's total output.

Source: https://open.maryland.gov/industries/military-federal/

Statewide Compatible Use Project
Background: Phase 1 (2017-2019)

Purpose: Promote compatible civilian development in Maryland.

- Support long-term military sustainability
- Continued regional community development

Goal: Provide the State with a strategic approach to address compatibility issues at a state level

Images Source: Maryland Department of Commerce

Statewide Compatible Use Project
Phase 1 Deliverables & Outcomes

Statewide JLUS Response Implementation Strategy (SJRIS)

- Preventing encroachment
- Improving compatible use between military and civilian communities

SJRIS Executive Summary

- Overview of SJRIS recommendations/actions for future outreach efforts.

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Statewide
Joint Land
Use Study

Response Implementation Strategy

Workgroup Polling

Q2: Were you involved with the development of the SJRIS, or any of the Joint Land Use Studies for MD's military installations? If so, how?

Go to www.menti.com and use the code at the top of the screen to respond to polling questions OR scan the QR code.

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Statewide & Regional Compatibility Factors
Identified in the SJRIS

Statewide Applicability

- Coordination/Communication
- Energy Development
- Land Use
- Legislative Initiatives
- Roadway Capacity

Regional Applicability

- Climate Adaptation
- Frequency Spectrum Capacity/Interference
- Light/Glare
- Noise/Vibration
- Safety Zones
- Vertical Obstructions
- Water Quality/Quantity

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Statewide Compatible Use Project
Process

Phase 1a: Plan
Statewide Joint Land Use Response Implementation Strategy (SJRIS)

Phase 1b: Organize
Compatible Use Planning Committee

Phase 2: Implement
Statewide Compatible Use Project
(Current Phase)

Phase 3: Ongoing
Maintain and improve practices implemented in Phase 2

Graphic Source: Maryland Department of Commerce's *Statewide Compatible Use Project Overview*

Planning.Maryland.gov

Compatible Use Project
Project Deliverables: Website & Handbook

Deliverables will be developed by a vendor, with the guidance and support of the Workgroups and Project Team.

Deliverables

Vendor/Project Team ⟷ Compatible Use Workgroups

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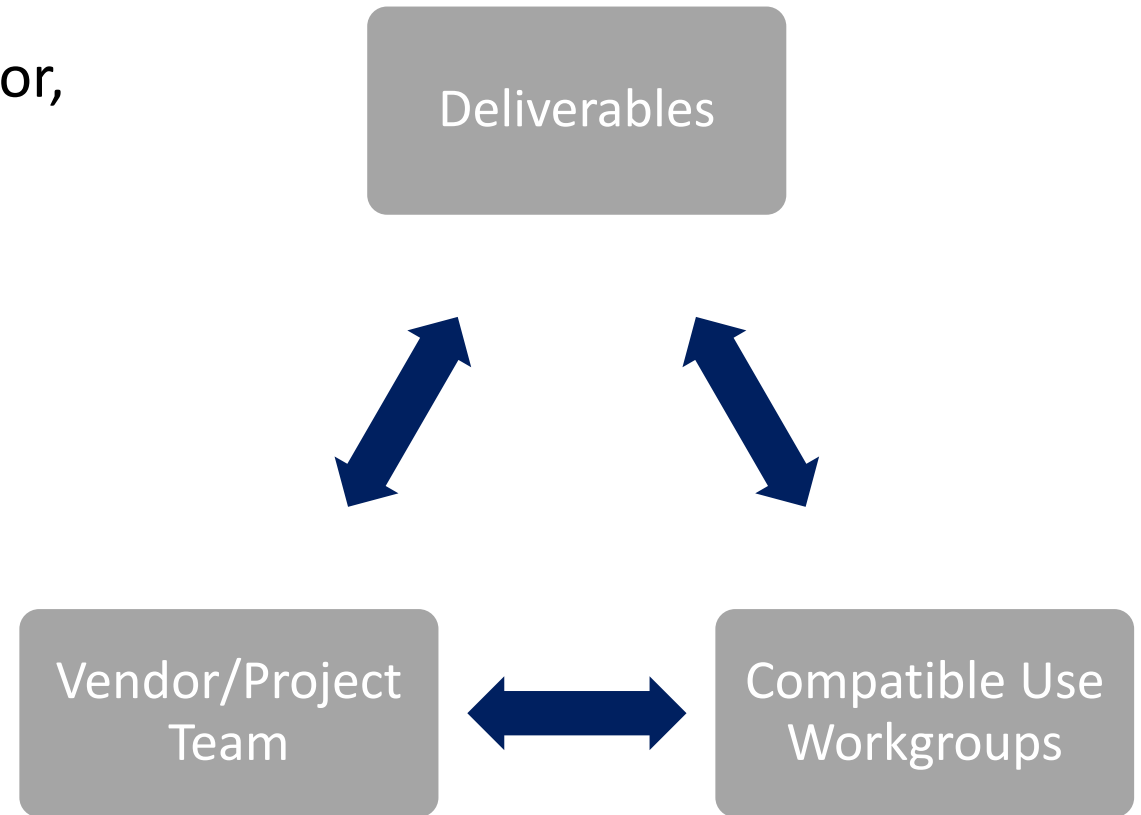
Compatible Use Website & Handbook
Contents

Resources at the state, local, and federal level for coordinating compatible use

Compatible land use related programs

Case studies and best practices

JLUS preparation process & resources/tools

Overview of the DoD in Maryland

Zoning & land use guidelines

Compatibility review tool

Economic analysis of military activities in MD

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Workgroup Roles
Engaging Diverse Stakeholders

Implementation Workgroup & Policy Committee (subject matter experts)

- Identify strategies & recommendations
- Advise on deliverable development
- Insight on local and regional issues
- Relay information to professional networks

Vendor (selected through RFP process)

- Website and Handbook development
- Incorporate Workgroup & public feedback
- Project update documentation
- Public engagement strategies

Project Team (Maryland Dept. of Planning)

- Schedule & plan meetings
- Facilitate discussions
- Keep group members regularly informed

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Implementation Workgroup Responsibility

- Attend and participate in Workgroup and subcommittee meetings.

- Guide the development of the website and handbook and assess effectiveness.

- Review major deliverables.

- Communicate with personal and professional networks regarding project status and share relevant information including opportunities for public engagement.
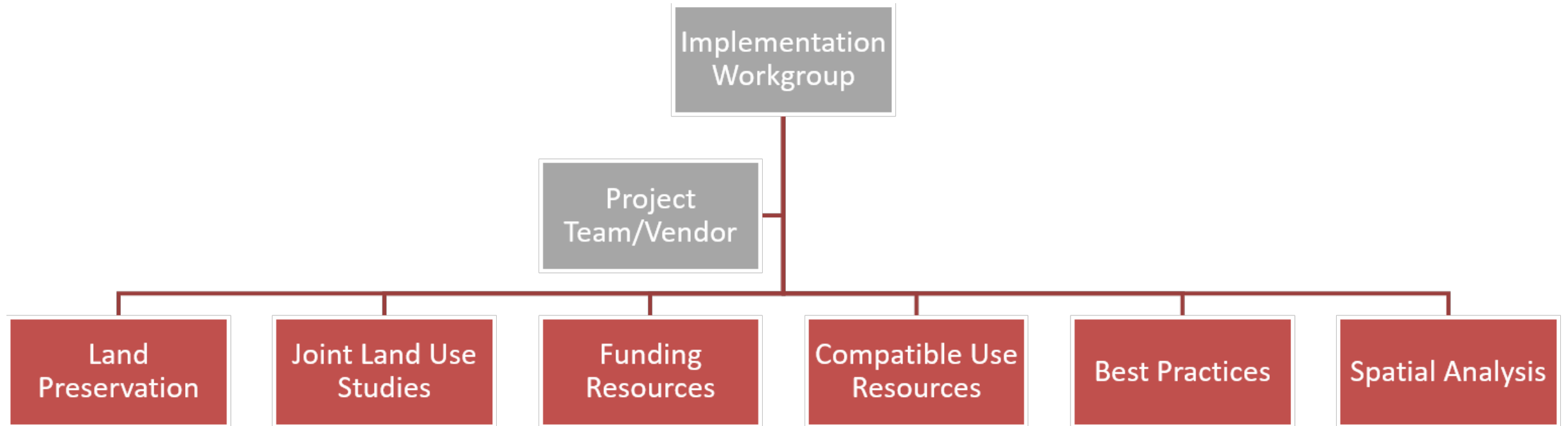
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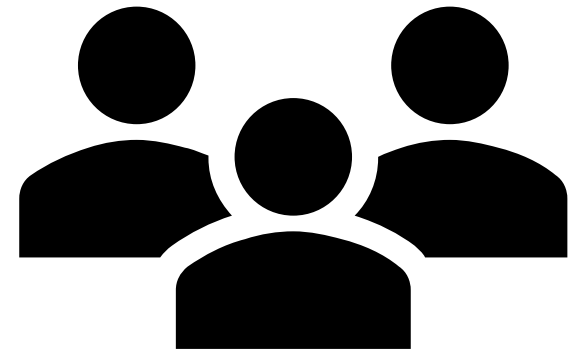
Stakeholder Engagement
Policy Committee Structure
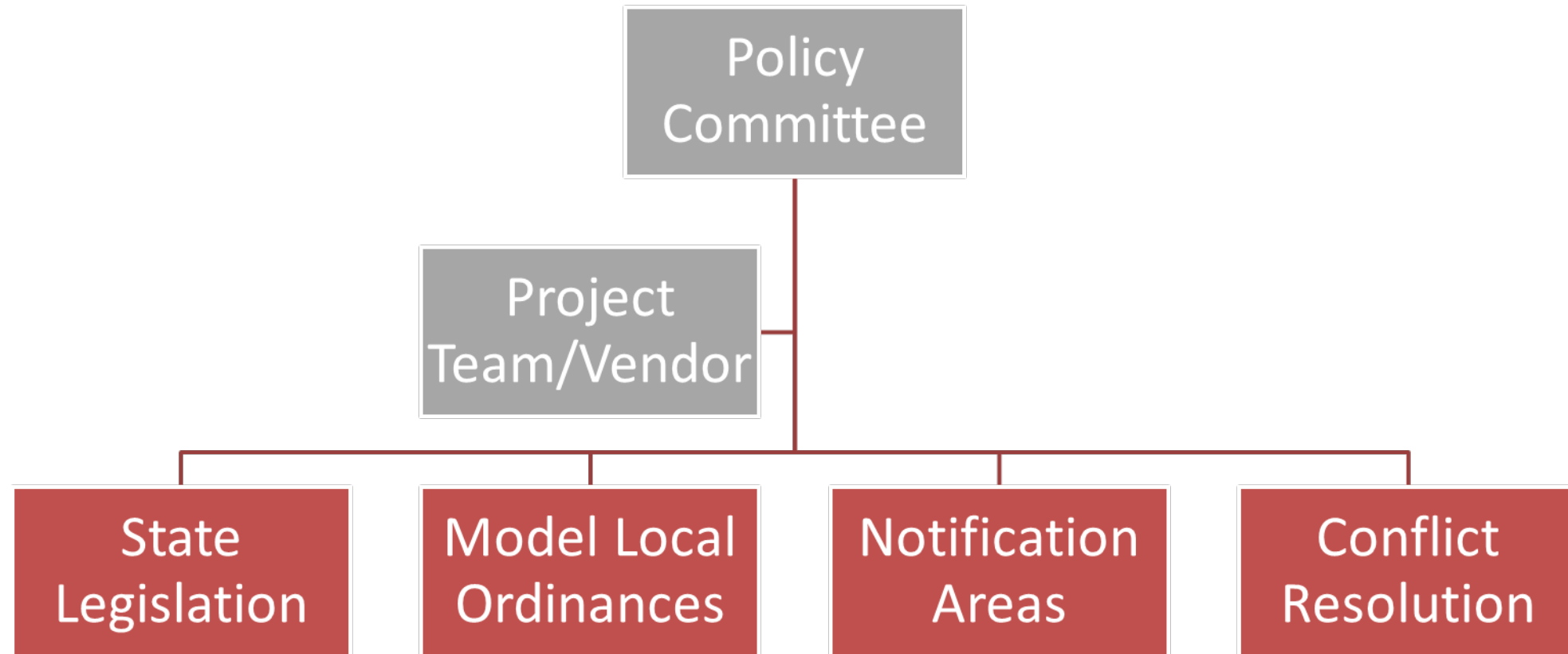
Stakeholder Engagement
Implementation Workgroup Structure

Implementation Workgroup

Project Team/Vendor

Land Preservation | Joint Land Use Studies | Funding Resources | Compatible Use Resources | Best Practices | Spatial Analysis

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Proposed Subcommittees

Land Preservation

- Articulating the value of preserving land around military installations.

- How can we ensure sustainability and compatible development?

Joint Land Use Studies

- Resources to promote completion (or update)

Funding Resources

- Identifying and leveraging available sources
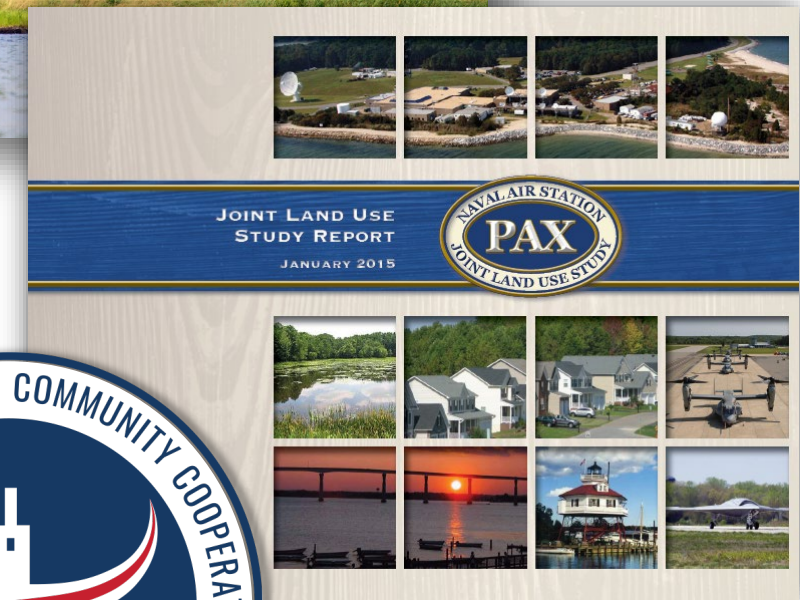
Image: tccsmd.org

Image: oea.gov

Proposed Subcommittees

Compatible Use Resources

- Tools to build successful and mutually beneficial relationships between Maryland's military installations and surrounding communities.

Best Practices

- What is working well in MD (or elsewhere)?

Image: Prince George's County Planning Dept.

Spatial Analysis

- Identifying and compiling locations of data to ensure compatible planning efforts.
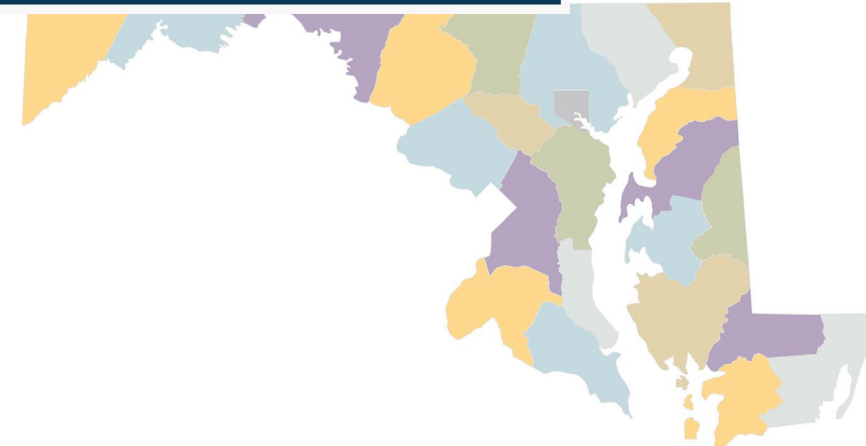
Subcommittee Formation

- Google Form sent after today's meeting*

- Responses requested by COB Friday, February 26th

Compatible Use: Implementation Workgroup Subcommittee Interest

Please rank your choices for subcommittee membership below. Refer to the Subcommittee Information Sheet for an explanation of each group.

	Land Preservation	Joint Land Use Studies	Funding Resources	Compatible Use Resources	Best Practices	Spatial Analysis
First Choice	○	◉	○	○	○	○
Second Choice	◉	○	○	○	○	○
Third Choice	○	○	○	◉	○	○
Fourth Choice	○	○	○	○	○	◉
Fifth Choice	○	○	○	○	◉	○
Sixth Choice	○	○	◉	○	○	○

Clear selection

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Breakout Activity

- Take this time to introduce yourself to one another.

- Are there any other potential focus areas that we should looking at as subcommittees? There will be time to report back to the group.

- You will be moved **to and from** breakout sessions **automatically**. Please do not click "leave" or any other button.

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Breakout Activity
Report Out

What did you learn about one another?

Any suggestions of additional focus areas we should be exploring?

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Resource Gathering
Utilizing Communications Guidelines & Assets

OEA Grant Compatible Use and Energy Siting Project

Communication Guidelines

Purpose of this Document

To establish common messaging for state staff, partners, contractors, and other stakeholders (project team) completing the parallel Compatible Use Website and Handbook and Renewable Energy Compatible Siting study efforts, as funded and directed by the Department of Defense's (DoD) Office of Economic Adjustment (OEA) grant agreement.

This effort will be conducted over 18 months starting in late 2020 and involve a collaboration of staff from the Maryland Department of Commerce (Commerce) and the Maryland Department of Planning (Planning), including the services of two contractors, and in partnership with Maryland military and community stakeholders. This is an *internal document* intended to serve as a guide for how project participants communicate the project to those it wishes to engage and inform. This document will be used to support the project outreach plan.

Purpose of the Project

To provide Maryland and the surrounding regions with resources and frameworks that will guide compatible community development supporting the long-term sustainability, mission resiliency, and operability of military operations throughout the state to include installations and associated ranges, special use airspace, military operation areas, and military training routes.

The economic impact from Maryland's installations totals $57.5B according to an FY16 Economic Impact Study conducted by Towson University for the Maryland Department of Commerce, demonstrating the importance of the impact of Maryland's military installations on the economy. To protect the installations and their missions, Commerce commissioned a Maryland Statewide JLUS Implementation Strategy (SJRIS) to study the impact of current and potential development and other civilian activities on Maryland installations.

Compatibility issues were identified in the 2019 SJRIS report as concerns that the state should address to support compatible land use between military and local communities. Working alongside of state, federal, and local partners, this project includes activities to improve or establish procedures to support communication and coordination between communities, the military, and the state for more compatible land use; will develop a compatible land use guidebook and website for localities to use when making land use decisions; will develop a policy review to examine the impact of potential legislation to improve compatible land use; and will develop mapping tools to prevent development that would lead to encroachment. The tools and resources developed during this project will also support strategies by which military installations can better understand and consider the impact that their operations have on neighboring jurisdictions. The project requires extensive outreach and communication to experts in the field, impacted communities, and military representatives.

11/19/2020 Approved

Compatible Use Communications Assets
Maryland Military Community Compatibility Website & Handbook Development
Purpose of this document: to begin to collect known communication assets that can be leveraged throughout the course of the project to maximize public participation and project knowledge.

| Organization/Owner	Format	Update Frequency (if applicable)	Link	Notes/Contact Info
Fort Detrick Alliance	Website Blog, Email listserve		https://www.fortdetrickalliance.org/news/	Also active on social media
Aberdeen Chamber of Commerce	Social Media			
Army Alliance	Email listserv		http://apg-cssc.com/list.aspx	
Anne Arundel Economic Dev. Corp.	Website Blog		https://www.aaedc.org/newsroom/	Active on social media Media Inquires: Rosa Cruz (rcruz@aaedc.org)
Fort Meade Alliance	Website News Page		https://www.ftmeadealliance.org/events-news/	Active on social media, can also sign up for news alerts
Charles County Chamber of Commerce	Press Releases (from Members) website		https://business.charlescountychamber.org/news	Active on social media
Dorchester Citizens for Planned Growth	Social Media			
Route 40 Business Association	Social Media			
Housing Initiative Partnership	Newsletter		https://hiphomes.org/about/what-we-do/	
Prince George's Chamber of Commerce	Newsletter, social media		https://www.pgcoc.org/about-chamber	
MD CASA	Website Blog, Social Media		https://wearecasa.org/pressroom/	
OTHER	Installation-specific email listservs (will need contact info), County government social media pages			

Engaging the Public

Activity	Timeframe
Website Updates/Posts (will be relying on online engagement during this time)	Ongoing Throughout – Additional content TBD
Public Survey	Summer/Early Fall (online)
Public Open House (Virtual?)	TBD (Fall)
Workgroup Engagement Assistance – promote public involvement during deliverable development and share information with their community groups and networks.	Ongoing Throughout
Additional vendor-recommended activities	Ongoing

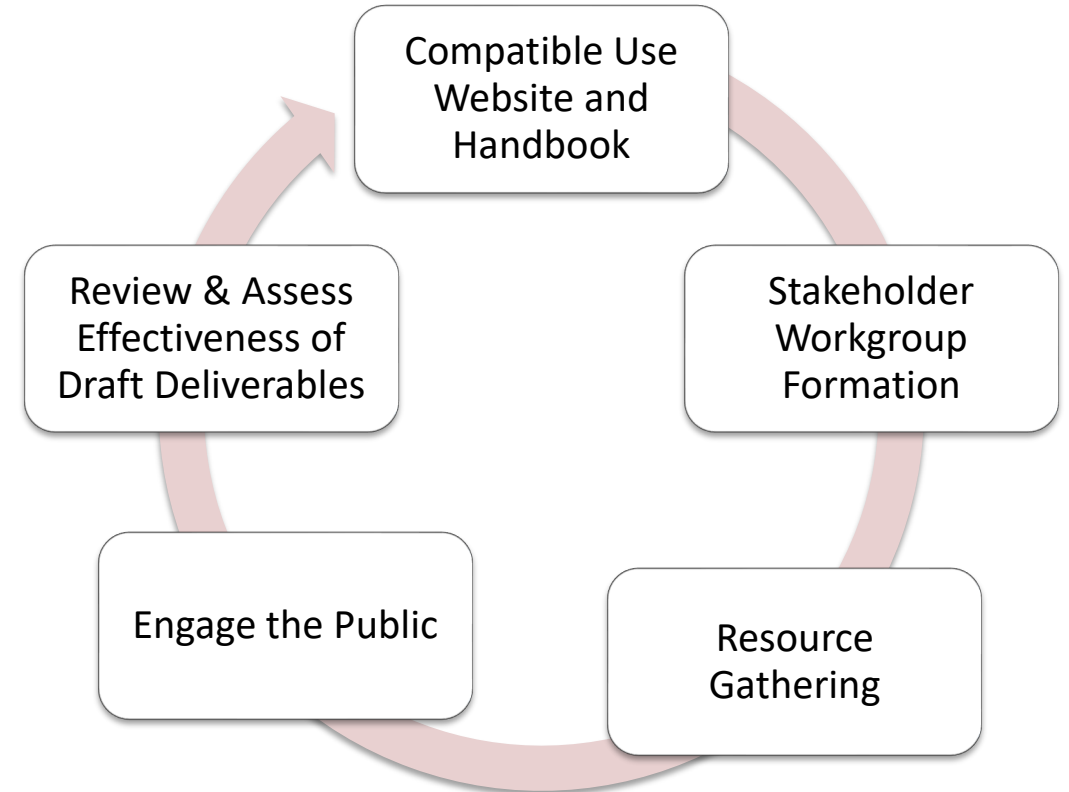**Ongoing Maryland Dept. of Planning & Commerce Outreach Methods**

- Planning Practice Monthly
- Business Pulse
- Press Releases
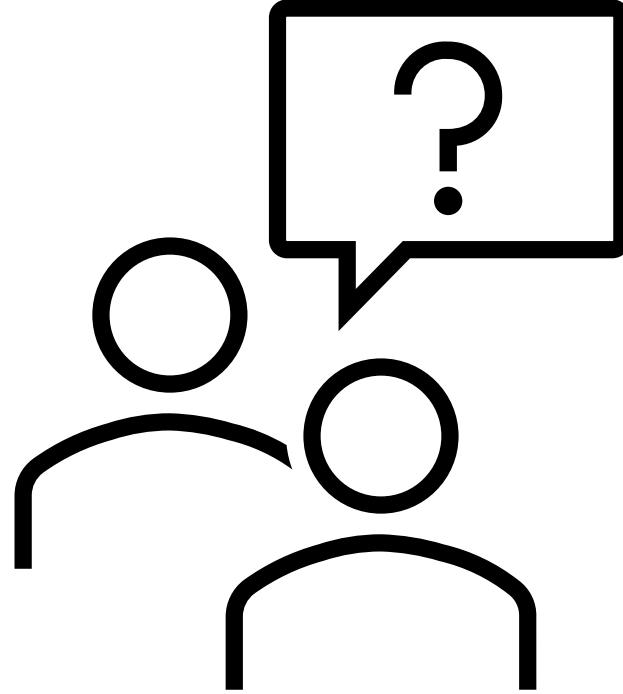- Project Website: hosted by Commerce

Project Process
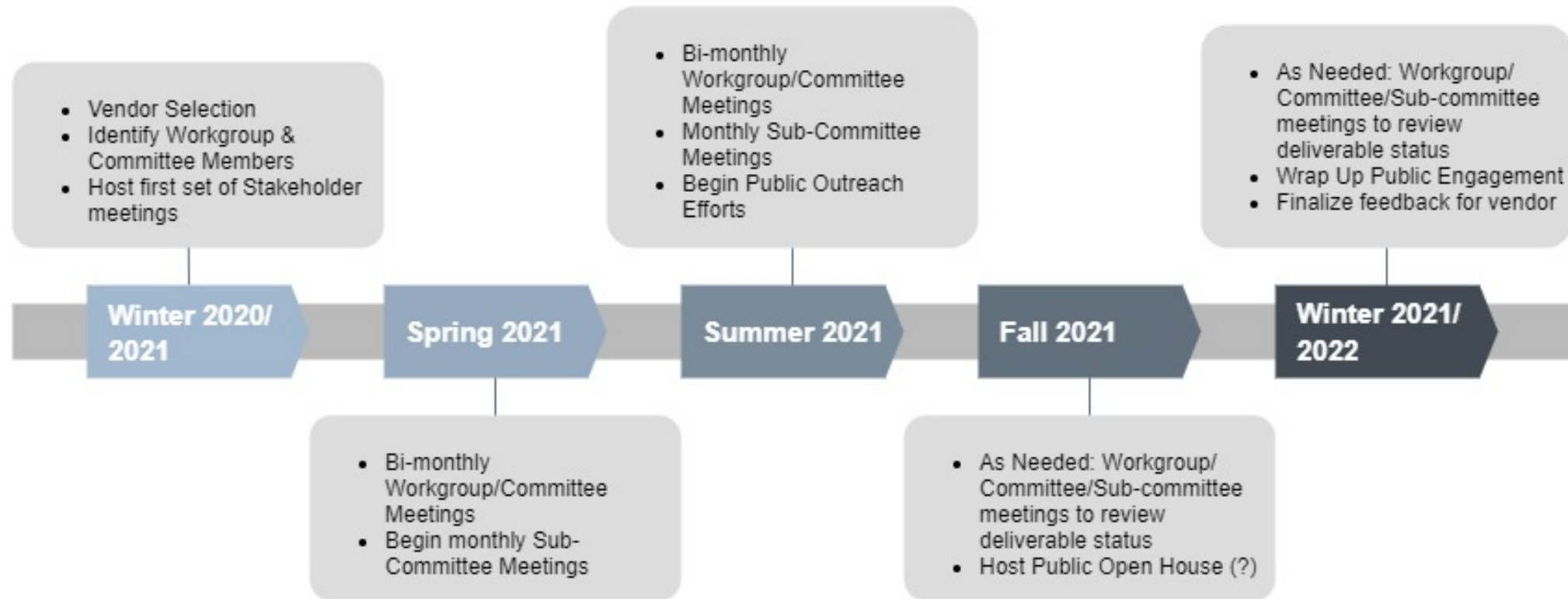
Next Steps

- Subcommittee formation: first meeting in March

- Begin to collect stakeholder assets

- Vendor introduction: April meeting

- Workgroup logistics: shared document repository

Compatible Use Website and Handbook

Stakeholder Workgroup Formation

Resource Gathering

Engage the Public

Review & Assess Effectiveness of Draft Deliverables

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Open Discussion
Questions/Comments

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Contact: Sarah Diehl
sarah.diehl@maryland.gov