

Compatible Use Policy Committee Meeting #1 Summary

Date: Tuesday, February 23, 2021

Time: 2:00 – 3:30 PM

Location: Microsoft Teams

Attendees:

Maryland Department of Planning (Planning)

- Secretary Robert McCord, Esq.
- Sarah Diehl
- Joe Griffiths
- Valdis Lazdins
- Chuck Boyd

Policy Committee (Committee)

- See attached sign-in sheet

The first meeting of the Compatible Use Policy Committee was held using Microsoft Teams on Tuesday, February 23, 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 Committee members with project deliverables, provide context to the formation of Committee 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 – Val Lazdins and Chuck Boyd.

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); Policy Committee and Implementation Workgroup (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 Policy Committee and Subcommittees

- Sarah reviewed the Policy Committee roles and expectations:
 - Attend and participate in Committee 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 Implementation Workgroup
 - 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.
- Overview of the Policy Committee and Structure
 - Focused on developing model legislation to improve compatible use in Maryland.
 - Potential subcommittees include State Legislation, Model Local Ordinances, Notification Areas, and Conflict Resolution.
- Policy Committee Subcommittees: open to suggestions. Proposed groups include:
 - **State Legislation:** this group will be considering existing policy at the state level to explore and develop legislative opportunities to promote compatible use throughout Maryland. The group will use the Legislative Review and Gap Analysis (Chapter 3 of the SJRIS) to identify and additional policy gaps and establish priority areas to direct policy. Focus areas include military areas that do not currently have existing legislation for mitigation.
 - **Model Local Ordinances and Planning Elements:** focused on exploring and developing ordinance and process examples to help local and military planners interested in addressing compatibility issues in their local codes and procedures. This group should look at existing models and local laws in other states and jurisdictions with a heavy military presence. Potential comprehensive plan requirement guidelines will also be looked at in this group and developing guidelines that require or incentivize communities to include military compatibility in their comprehensive plans.
 - **Notification Areas:** this subcommittee will be focused on ensuring local communities and governments around the area of military operations are adequately notified of potential effects of military presence. Improved notification processes can help to improve community understanding and acceptance of an installation and its mission.

- **Conflict Resolution:** this group will be focused on developing a standardized approach for resolving and mitigating areas of conflict between jurisdictions and installations, particularly where there are instances of incompatible use.
- Subcommittee formation:
 - 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 discuss potential focus areas for additional subcommittees.
- Breakout Room Report Out Discussion:
 - Joe Griffiths noted that he had a representative from both St. Mary's County and Pax River in his group. There was familiarity with the work that each group was doing and there were already talks about how we can build off of those examples.
 - Chuck Boyd added that an explanation of how we anticipated coordination between the Policy Committee and Implementation Workgroup would be helpful. In his group they talked about climate change and the best practices that are already out there, but that this might be something that the Implementation Workgroup is undertaking.
 - Sarah noted that while this is still in development, it is becoming clearer now that both groups have met where there might be areas of overlap. As we get meetings scheduled moving forward, joint meetings of groups could be held to target specific areas. We are also working on creating a central Teams site that everyone is added to be able to share and edit files together.
 - Joe also noted that meeting notes will be shared with everyone. As subcommittees begin to meet and develop their specific focus areas and objectives they want to work towards, that will also be shared. We will need to assess if there is room to maintain that overlap or if we need to create more distinction between the groups. At some point in time, it may be appropriate for a large meeting of both groups so that we can learn from each other.

6. Utilizing Communication Guidelines & Stakeholder Communications Assets

- Sarah provided an overview of the Communications Guidelines and Communications Asset documents.
 - She encouraged the group to rely on the Communications Guidelines document particularly when engaging with others about the project.
 - 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.
 - Note: In response to committee comments, Sarah decided to form a new subcommittee that will focus on local policy and long-range planning elements, including infrastructure and resiliency.
- Continue to build collection of stakeholder assets.
- Introduce the vendor to the stakeholders in upcoming meetings.

9. Questions/Comments

- Denis Superczynski suggested an additional subcommittee looking at shared infrastructure – roads, sewers, parks, schools, etc. is a topic that seems to come up a lot during the Joint Land Use Study process. It is probably something that can be rolled into the four subcommittees that have been identified but it may be appropriate to look at on this level and its impacts on local governments.
- Joe added that it is important to stress the need for communications came up in his breakout group again. Perhaps there is a communications component of every single subcommittee in some form.
 - Joe also added that if anyone has a colleague that would be interested in joining this group to please encourage them to reach out or connect them to Sarah and himself.
- Sarah noted that she will be sending out a copy of the slides, meeting summary, and Committee roster following the meeting.

Meeting adjourned at 3:20.



Compatible Use Policy Committee | Workgroup Meeting #1

Date/Time: February 23, 2021 / 2:00 PM to 3:30 PM

Location: Microsoft Teams

**Organized alphabetically by last name*

Present	Name	Organization	Telephone #	Email
	Raymond Bahr	Deputy Program Manager, Maryland Department of the Environment		raymond.bahr@maryland.gov
	Alex Butler	Policy Associate, Maryland Association of Counties (MACo)	410-269-0043	abutler@mdcounties.org
	Ras Cannady	Community Planner, PWD Annapolis	410-293-1051	ras.cannady@navy.mil
✓	Justin Fiore	Government Relations Manager, Maryland Municipal League	410-295-9100	justinf@mdmunicipal.org
	Sabrina Hecht	CPLO, NAVFAC Washington, D.C.		sabrina.j.hecht@navy.mil
✓	Chris Jarboe	Atlantic Test Range		Christopher.Jarboe@navy.mil
✓	Jenny Jarkowski	Deputy Planning Director, Harford County Planning & Zoning		jbjarkowski@harfordcountymd.gov
	Gary Kessler	President, Southern Maryland Navy Alliance	240-895-0172	kesslergk257@gmail.com
✓	Harry Knight	Deputy Director, St. Mary's Land Use & Growth Management	301-475-4200 ext. 71560	Harry.Knight@stmarysmd.com
✓	Shawna Lemonds	CPLO, NSA Bethesda		shawna.lemonds@navy.mil



Compatible Use Policy Committee | Workgroup Meeting #1

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Present	Name	Organization	Telephone #	Email
✓	Eric Leshinsky	Chief of Comprehensive Planning, Annapolis Planning & Zoning		ejleshinsky@annapolis.gov
✓	Ron Marney	Rural Planner III, Calvert County Dept. of Planning & Zoning	410-535-1600 x 2336	Ronald.Marney@calvertcountymd.gov
✓	Sue Nappi	Executive Director, APG Army Alliance	410-838-2769	apgarmyalliance@gmail.com
✓	Mike Sheffer	Maryland Department of Transportation		
✓	Stefani Spector	Planning & Economic Development Assistant, Aberdeen Planning & Community Development		sspector@aberdeensmd.gov
✓	Denis Superczynski	Liveable Frederick Planning Manager, Liveable Frederick Planning & Design	301-514-2413	DSuperczynski@FrederickCountyMD.gov
✓	Chris Thiel	Chief, Plans, Analysis and Integration Fort Meade		christopher.w.thiel.civ@mail.mil
✓	Brennan Tarleton	Assistant Planning Director, Talbot County Planning & Zoning	410-770-8030	BTarleton@talbgov.org
✓	Viki Volk	Executive Director, St. Mary's County Community Development Corp.	240-298-7882	execdirector@stmaryscdc.org
✓	Mark Wildonger	Senior Planner, Anne Arundel Office of Planning & Zoning	410-222-7432	pzwild00@aacounty.org



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Present	Name	Organization	Telephone #	Email
Project Team and Guests				
✓	Secretary Robert McCord, Esq.	Secretary of Planning Maryland Department of Planning		
✓	Sarah Diehl	Compatible Use Community Planning Liaison, Maryland Department of Planning	410-767-4547	sarah.diehl@maryland.gov
✓	Joe Griffiths	Local Assistance and Training Manager, Maryland Department of Planning	410-767-4553	joseph.griffiths@maryland.gov
✓	Valdis Lazdins	Assistant Secretary for Planning Services, Maryland Department of Planning		
✓	Chuck Boyd	Director of Planning Coordination, Maryland Department of Planning		
✓	Barry Boseman	Director, State and Local Affairs, NSA Fort Meade		babosem@uwe.nsa.gov
✓	John Houchins	Environmental Division Chief, USAG Fort Meade		john.w.houchins2.civ@mail.mil
✓	Robert Keremes	NSA Fort Meade		rakhobbes1@gmail.com
✓	Sherry Kuiper	Chief, Community Relations Fort Meade Public Affairs Office		sherry.a.kuiper.civ@mail.mil



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Present	Name	Organization	Telephone #	Email
Project Team and Guests				
✓	Matthew Scassero	Board Member, Southern Maryland Navy Alliance		msscasser@umd.edu

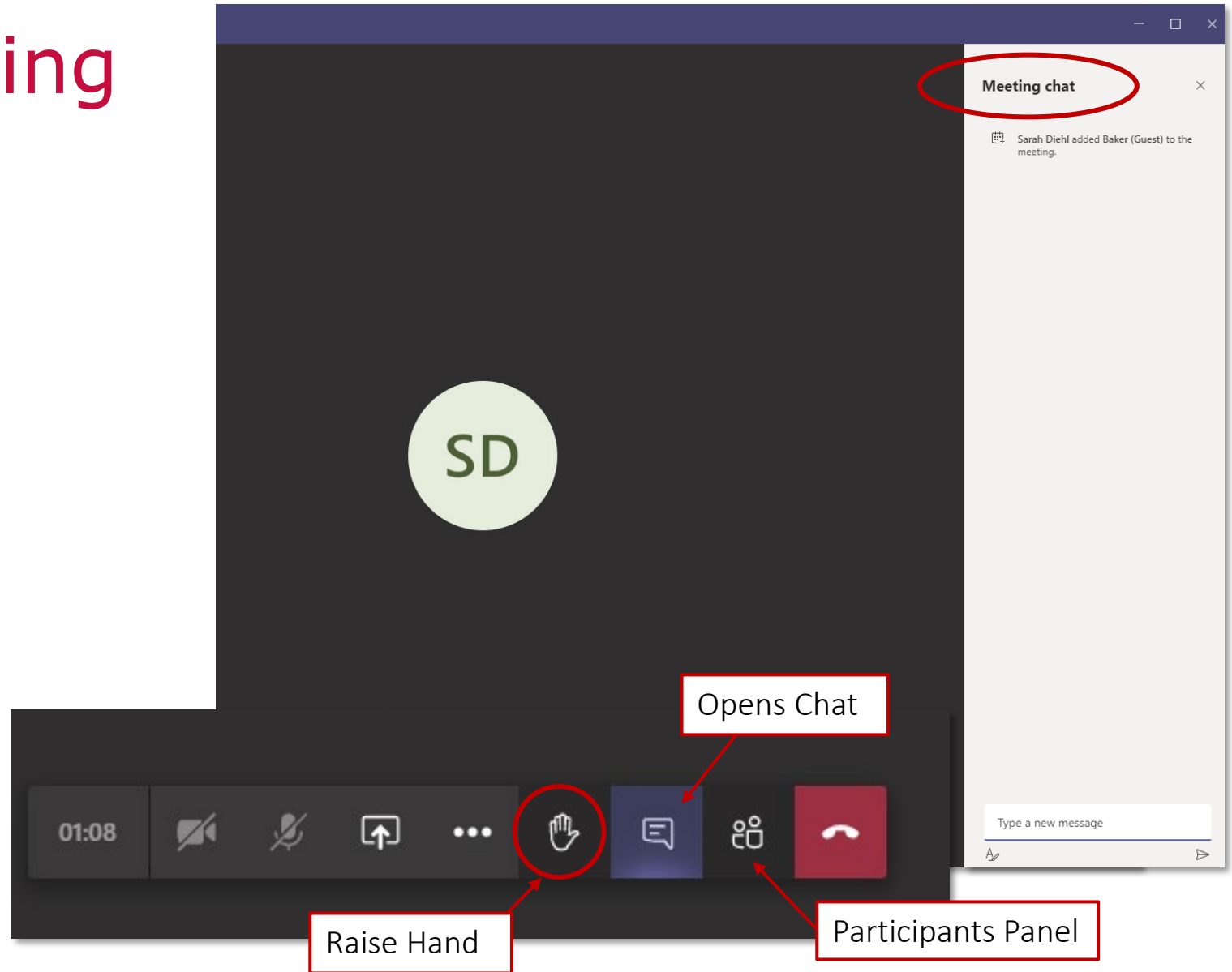
Compatible Use: Policy Committee

Stakeholder Meeting #1 | February 23, 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 respectful of time.
- Please note that this meeting may be recorded.



Introductions



Secretary Robert McCord, Esq.

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 Policy Committee and Subcommittees
- Breakout Activity
- Project Process
- Utilizing Stakeholder Communication Assets
- Next Steps
- Questions/Comments

The Military in Maryland

20

Military Facilities

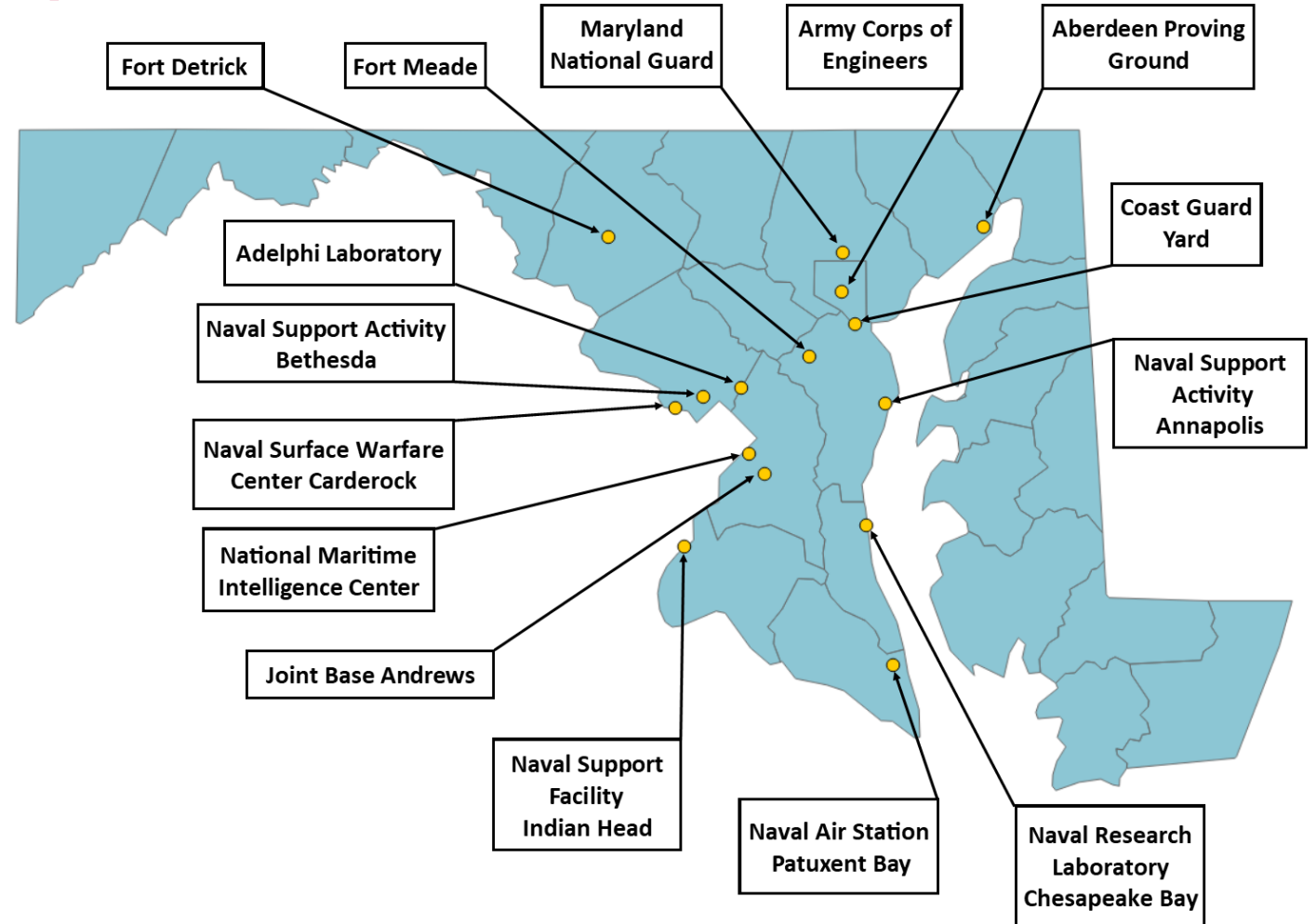
60

Federal Civilian Agencies

75

Federal Labs
(Twice as many as any other state)

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

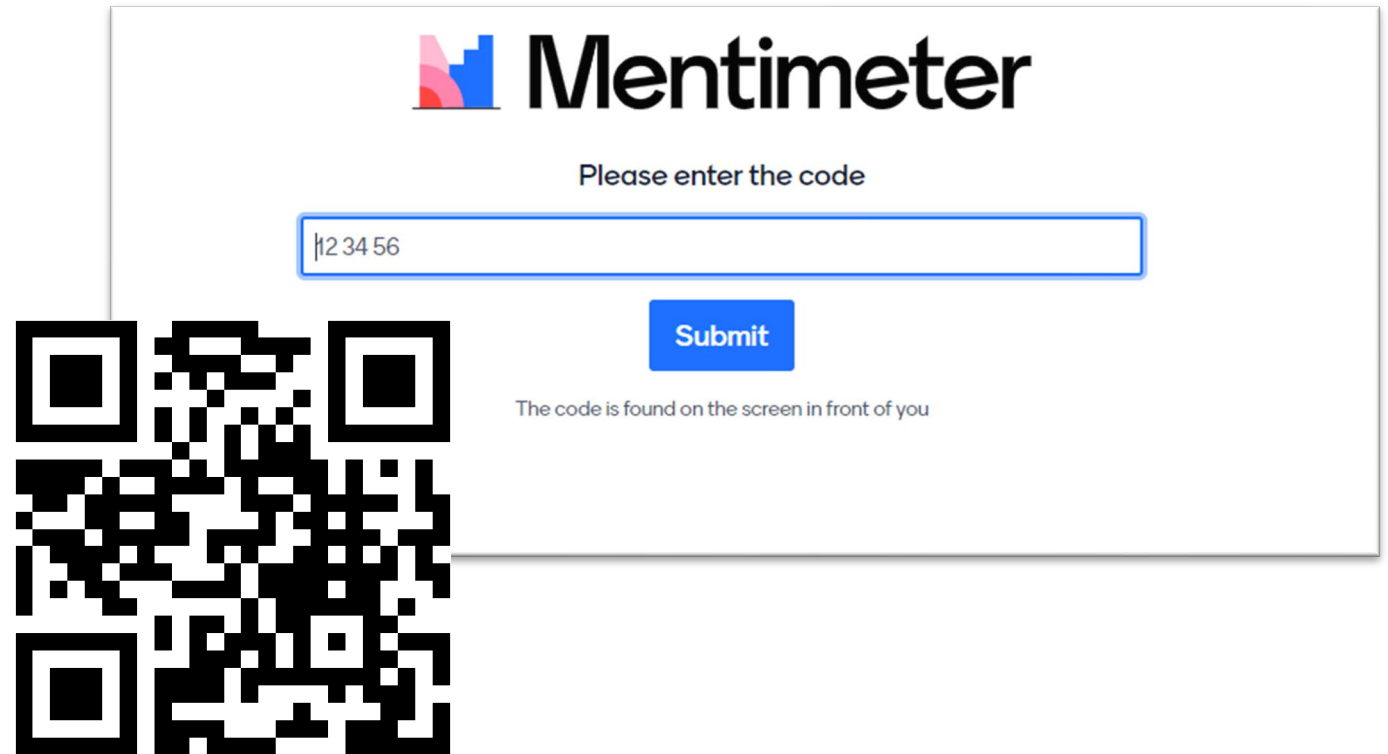


Source: FY 2016 Economic Impact Analysis of Maryland's Military Installations (Towson University)

<https://commerce.maryland.gov/Documents/ResearchDocument/economic-impact-analysis-of-marylands-military-installations-fy-2016.pdf>

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.



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

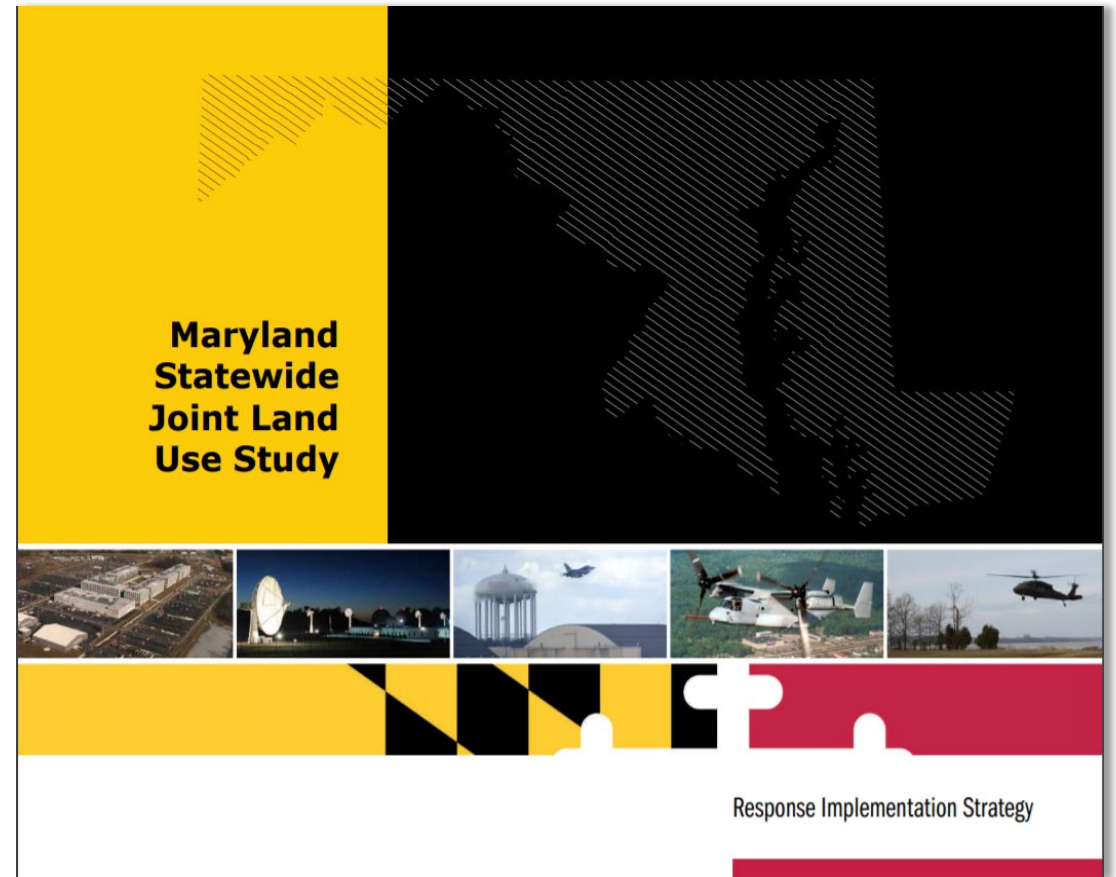
Phase 1 Deliverables & Outcomes

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.



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.

Statewide & Regional Compatibility Factors

Identified in the SJRIS

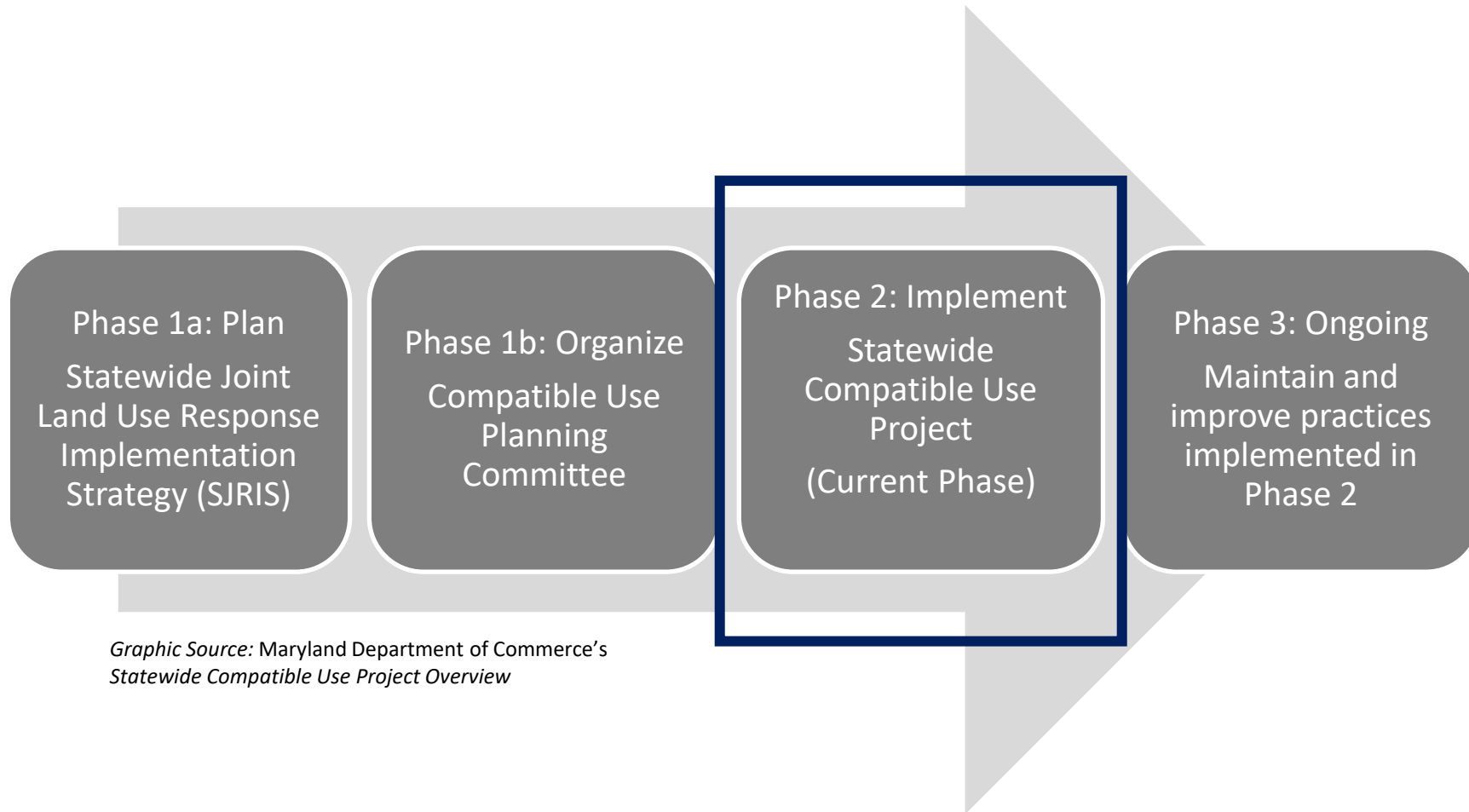
Statewide Applicability

- 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

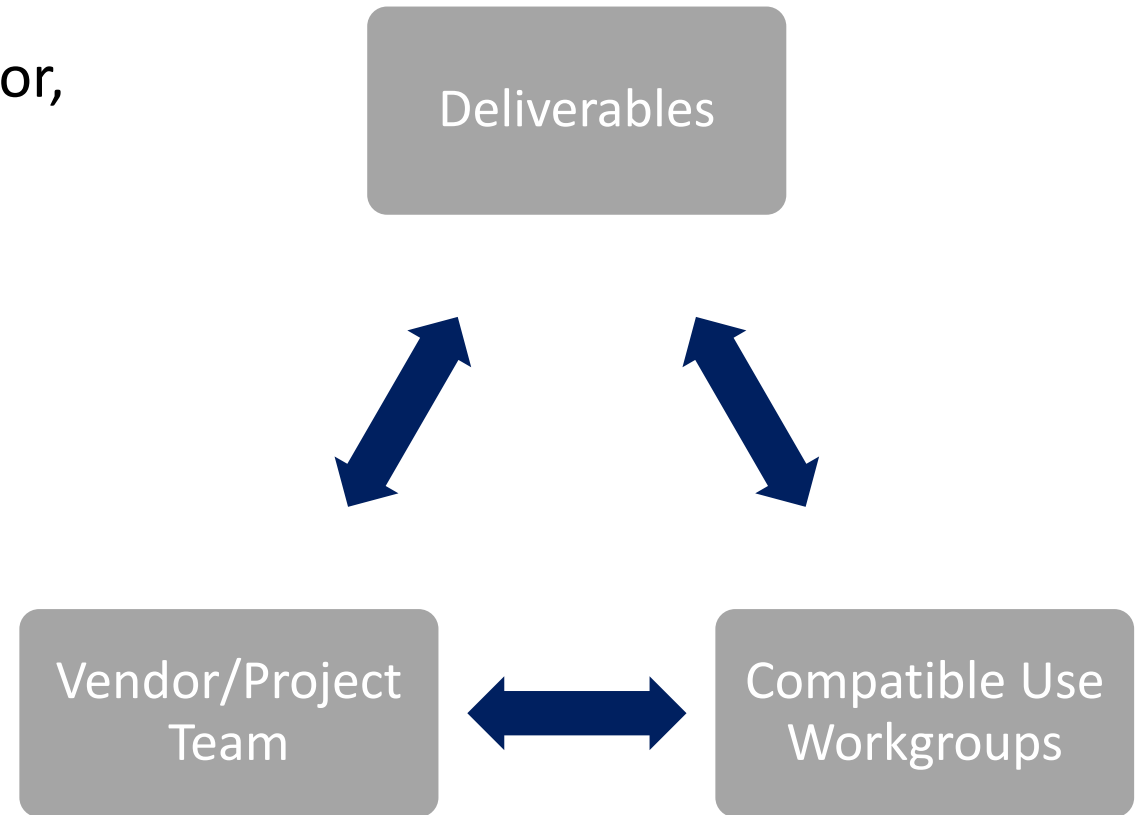
Statewide Compatible Use Project Process



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.



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

Workgroup Roles

Engaging Diverse Stakeholders

Policy Committee & Implementation Workgroup (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)

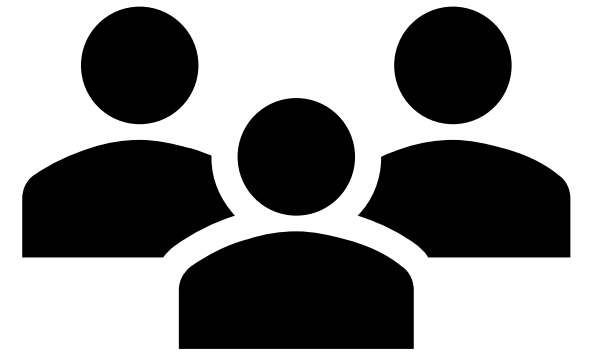
- Website and Handbook development
- Incorporate Workgroup & public feedback
- Project update documentation
- Public engagement strategies

Project Team (Maryland Dept. of Planning)

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

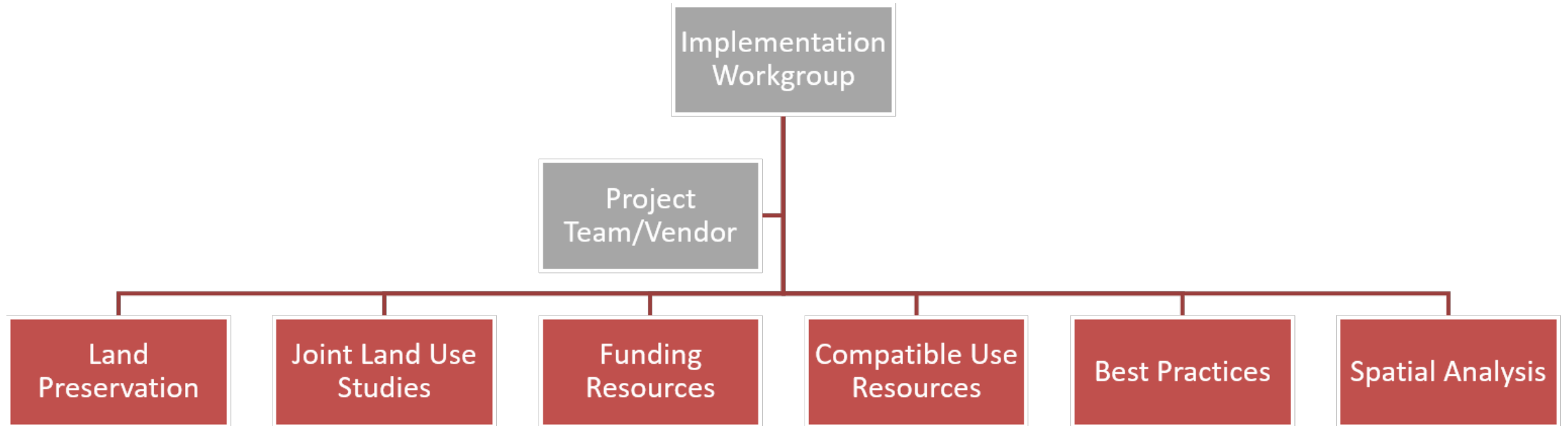
Policy Committee Responsibility

- Attend and participate in Committee 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.



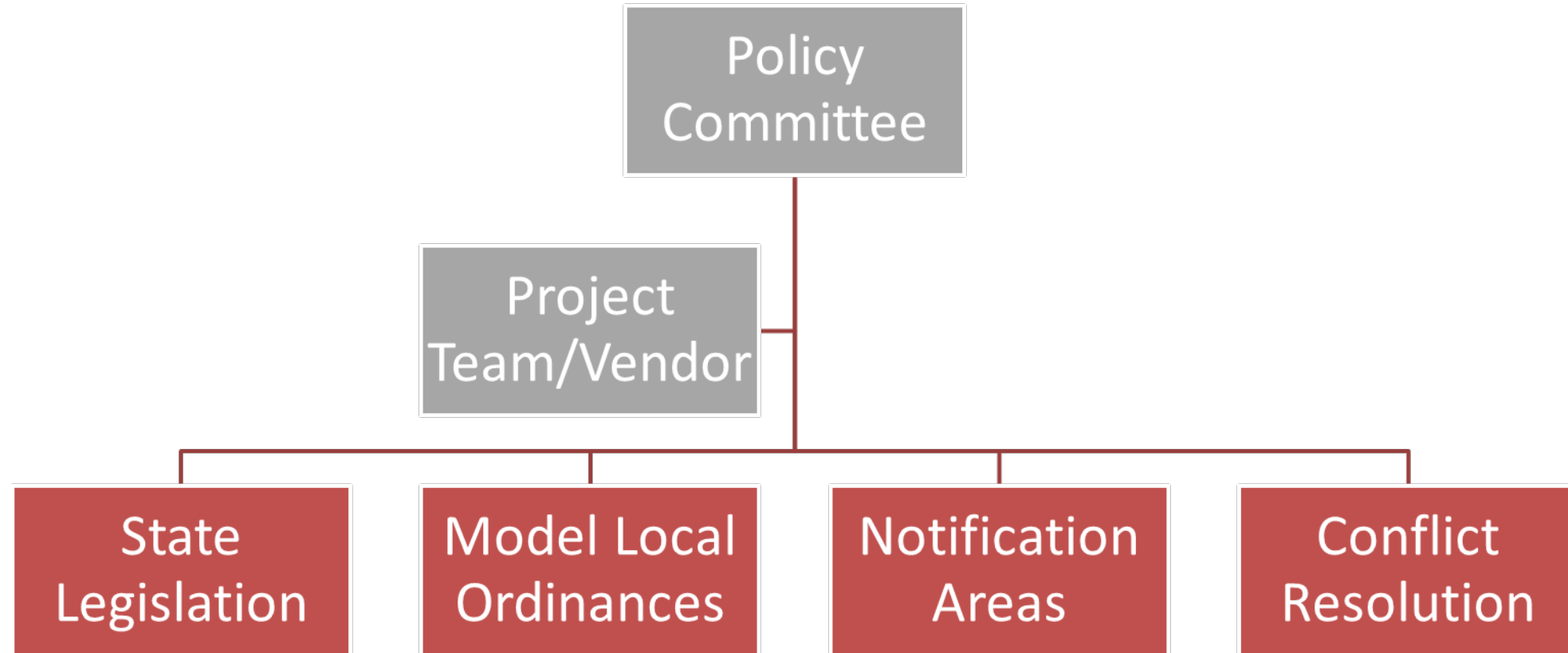
Stakeholder Engagement

Implementation Workgroup Structure



Stakeholder Engagement

Policy Committee Structure



Proposed Subcommittees

State Legislation

- Consider existing policies to develop legislative opportunities to promote compatible use.
- Explore legislative best practices from other states with strong military presence.

Model Local Ordinances & Planning Elements

- Develop ordinance and process examples for use in local codes and procedures.
- Examples: Real Estate Disclosures, Outdoor lighting standards, height restrictions, etc.

DPOR Virginia Real Estate Board
Department of Professional and Occupational Regulation http://www.dpor.virginia.gov/Consumers/Disclosure_Forms/

DISCLOSURE STATEMENT FOR PROPERTIES LOCATED IN A LOCALITY IN WHICH A MILITARY AIR INSTALLATION IS LOCATED

1. As of the date of this Disclosure, the undersigned property owner(s) represent that the real property described below is located in a Noise Zone and/or Accident Potential Zone (APZ), as shown or referenced on the Official Zoning Map designated by the locality in which the property is located.

☐ No (Please proceed to page 2) ☐ Yes (Please complete the information below)

2. The following are representations made by the property owner(s) as required by § 55.1-704 of the Code of Virginia.

A. As of the date of this Disclosure, the real property located at (Street Address, Locality and Zip Code) _____, Virginia is located within the following Noise Zone and/or Accident Potential Zone (APZ), as shown or referenced on the Official Zoning Map designated by the locality in which the property is located:

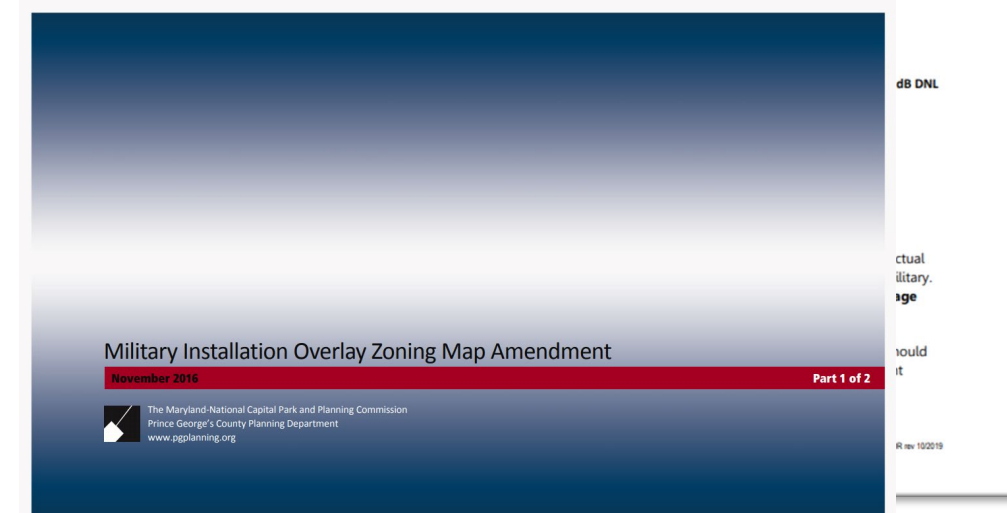


Image: [Prince George's County Planning Dept.](#)

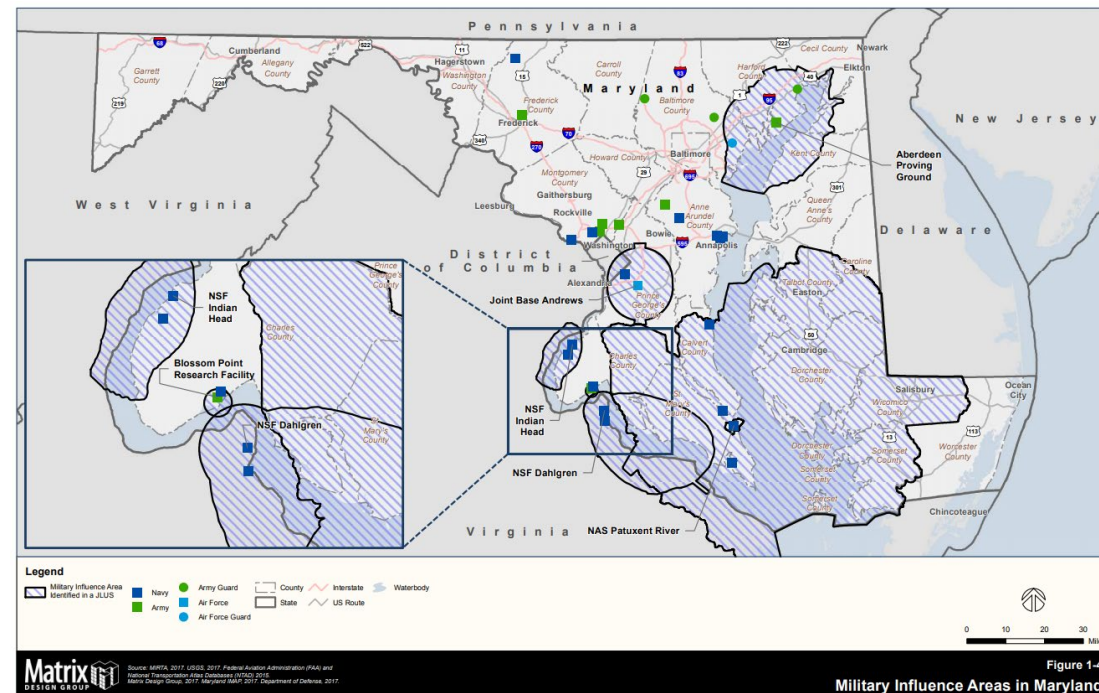
Proposed Subcommittees

Notification Areas

- Legislation to ensure that local communities and governments in the area of military installations are properly notified of potential effects of military presence.
- Mechanism for the creation of Military Influence Areas for installations that do not have one

Conflict Resolution

- Developing a standardized approach for resolving and mitigating areas of conflict between jurisdictions and installations.

Image: Matrix Design Group, [SJRS \(MD\)](#)

Subcommittee Formation

- Google Form sent after today's meeting*
- Responses requested by COB Friday, February 26th

Compatible Use: Policy Committee Subcommittee Interest

* Required

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

	State Legislation	Model Local Ordinances & Planning Elements	Notification Areas	Conflict Resolution
First Choice	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Second Choice	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Third Choice	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Fourth Choice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

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.



Breakout Activity

Report Out

What did you learn about one another?

Any suggestions of additional focus areas we should be exploring?

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 (SJRS) to study the impact of current and potential development and other civilian activities on Maryland installations.

Compatibility issues were identified in the 2019 SJRS 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://ape-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://hiphones.org/about/what-we-do/	
Prince George's Chamber of Commerce	Newsletter, social media		https://www.pgccor.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			

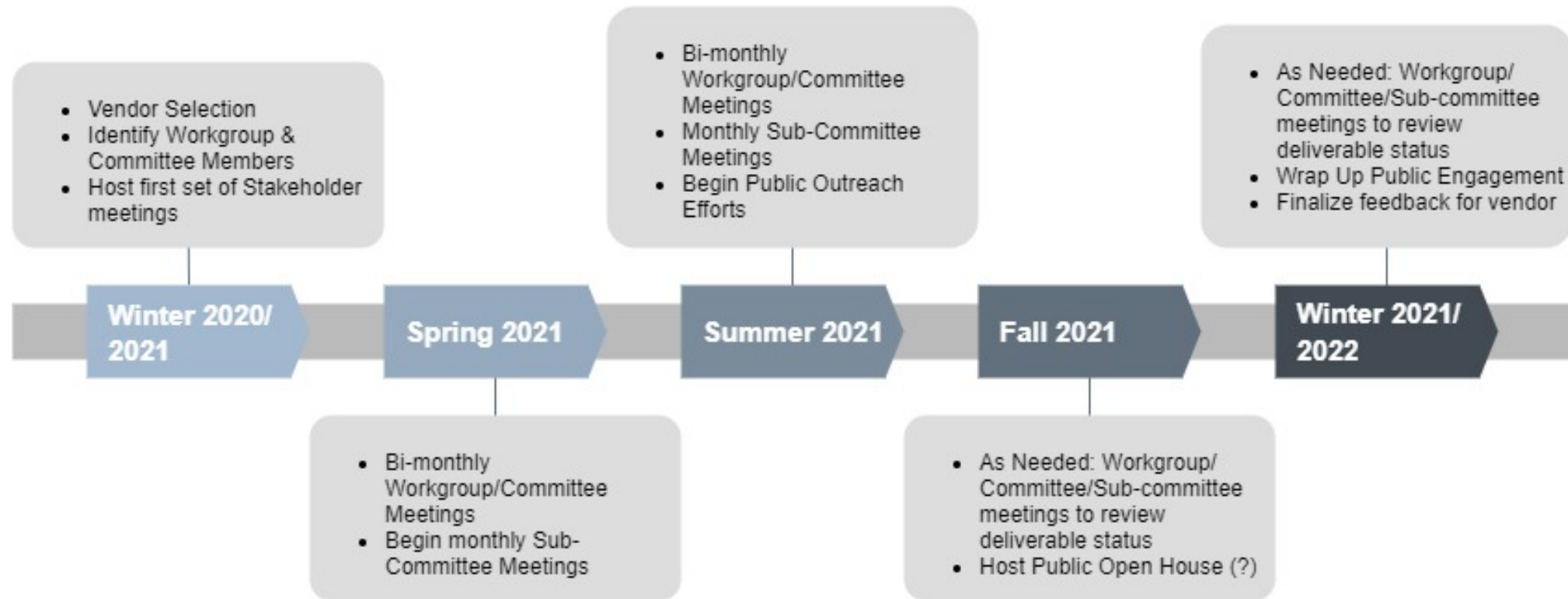
Engaging the Public

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

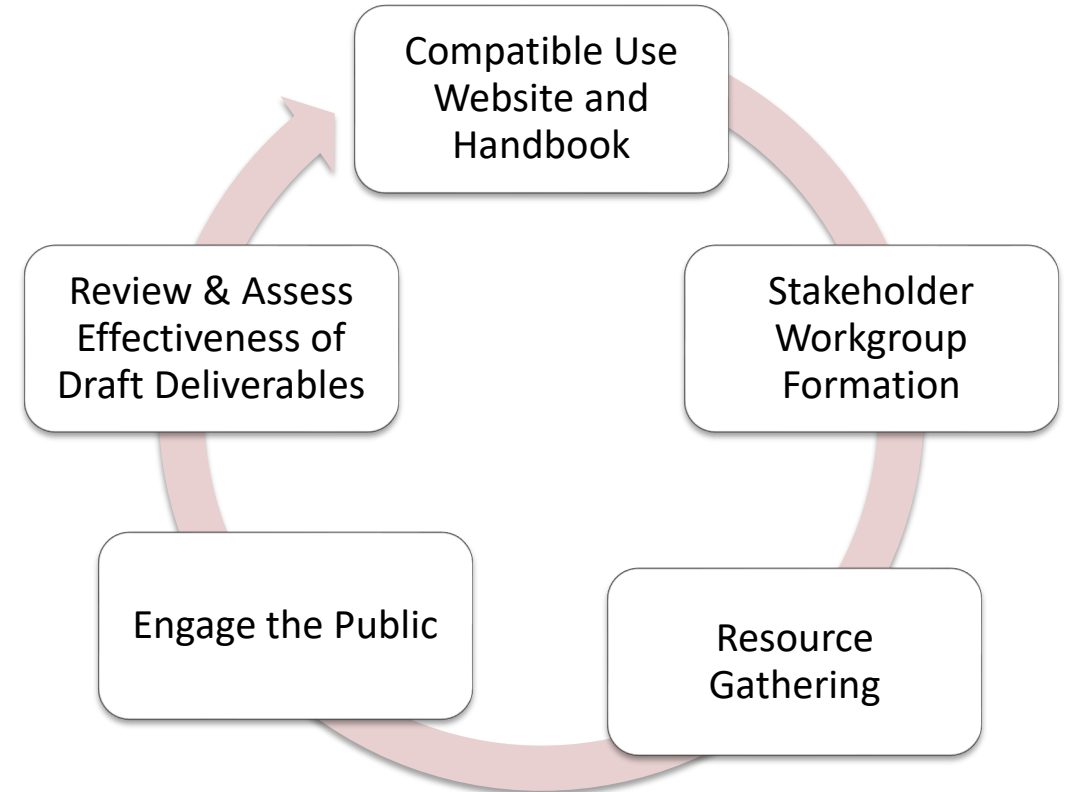
- Planning Practice Monthly
- Business Pulse
- Press Releases
- Project Website: hosted by Commerce

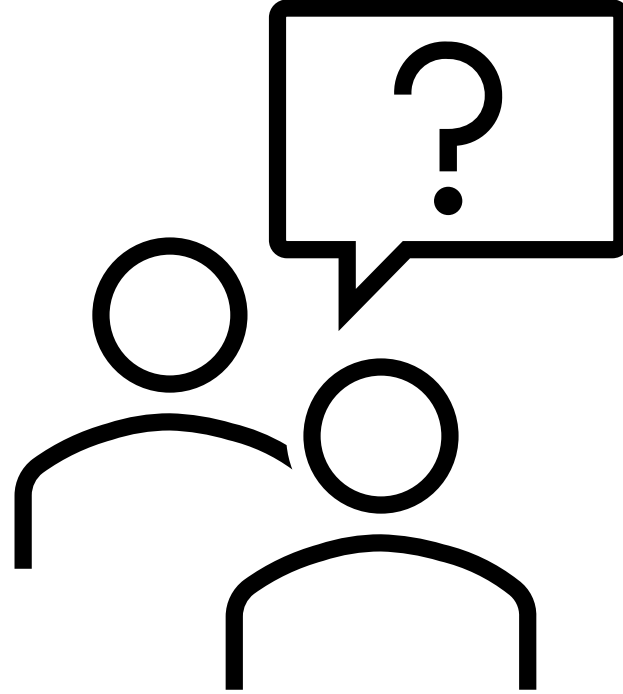
Project Process



Next Steps

- Subcommittee formation: first meeting in March
- Begin to collect stakeholder assets
- Vendor introduction: April meeting
- Workgroup logistics: shared document repository





Open Discussion

Questions/Comments



Maryland

DEPARTMENT OF PLANNING



Maryland

DEPARTMENT OF COMMERCE

[Planning.Maryland.gov](https://planning.maryland.gov)

Contact: Sarah Diehl

sarah.diehl@maryland.gov
