

## Board of County Commissioners

Stephen A. Wantz, *President*  
C. Richard Weaver, *Vice President*  
Dennis E. Frazier, *Secretary*  
J. Douglas Howard  
Richard S. Rothschild



## Carroll County Government

225 North Center Street  
Westminster, Maryland 21157  
410-386-2043; 1-888-302-8978  
fax 410-386-2485  
MD Relay ~ 7-1-1/800-735-2258

### **Notice of Commissioner Meetings & Agenda for the Week of February 29, 2016**

Please Note: This weekly notice and agenda is subject to change. Please call 410-386-2043 to confirm a meeting you plan to attend. All meetings, unless otherwise noted, will be held at the Carroll County Office Building, Room 311. All or part of a meeting may be conducted in closed session.

- *Indicates Outside Activities*

#### **Monday ~ February 29, 2016**

#### **Tuesday ~ March 1, 2016**

9:00 a.m. Board of County Commissioners Closed Administrative Session

**10:00 a.m. Board of County Commissioners Open Session**  
County Office Building ~ Room 311

*Positively Carroll*

#### **Item 1**

Public Comment on this item  
Discussion/Decision  
Briefing on January 16, 2014  
Request Approval to Utilize funds for  
[Westminster Community Trail project](#)  
Department of Recreation & Parks ~ Mr. Jeff Degitz

#### **Item 2**

Public Comment on this item  
Briefing/Discussion/Decision  
[Request Approval of the FY16 Conflict Resolution Project](#)  
Grant Application Submission for Carroll County Circuit Court  
Family Law Administration  
Carroll County Circuit Court ~ Judge J. Barry Hughes  
Department of Management & Budget ~ Mr. Ted Zaleski

**Tuesday ~ March 1, 2016 (Continued)**

**Item 3**

Public Comment on this item  
Briefing/Discussion/Decision  
[Bid Approval ~ Pipe Culvert](#) &  
Structure Repairs & Replacement on Eight (8) Roads  
Department of Public Works ~ Mr. Dave Reese  
Bureau of Purchasing ~ Mr. Mike Myers

**Item 4**

Public Comment on this item  
Briefing/Discussion/Decision  
[Bid Approval ~ Hot Mix Asphalt Paving](#)  
Of Thirty-One Roads  
Department of Public Works ~ Mr. Dave Reese  
Bureau of Purchasing ~ Mr. Mike Myers

**Item 5**

Public Comment on this item  
Discussion/Possible Decision  
Career & Tech Expansion Options  
Board of County Commissioners

**Public Comment**

Administrative Session ~ Open

**Wednesday ~ March 2, 2016**

*10:00 a.m. Maryland Association of Counties Legislative Committee Meeting  
Annapolis, Maryland  
Commissioners Wantz & Rothschild*

6:00 p.m. Planning & Zoning Commission Meeting  
County Office Building ~ Reagan Room  
Commissioners Weaver & Howard

**Thursday ~ March 3, 2016**

8:00 a.m. *Carroll County Agribusiness Breakfast Meeting  
Baugher's Restaurant ~ Westminster, Maryland  
Commissioner Weaver*

**10:00 a.m. Board of County Commissioners Open Session**  
County Office Building ~ Room 311

*Positively Carroll County*

**Item 1**

Public Comment on this item

[Briefing ~ Annual Consolidated Transportation Priority Letter](#)

Department of Planning ~ Mr. Phil Hager

**Item 2**

Public Comment on this item

[Briefing ~ Two Legislative Issues](#) Involving

Potential Zoning Text Amendments

(1) Home Occupations/Accessory Uses

(2) Petroleum Storage (as an Accessory Use)

Department of Planning ~ Mr. Phil Hager

Department of Land & Resource Management ~ Mr. Tom Devilbiss

**Item 3**

Public Comment on this item

Discussion/Decision

Briefing/Bid Approval on 12/19/13

Request Approval of FY17 Interagency

[Family Preservation Grant Award](#)

Department of Citizen Services ~ Ms. Christine Kay

Department of Management & Budget ~ Mr. Ted Zaleski

**Item 4**

Public Comment on this item

Briefing/Discussion/Decision

[Request Acceptance of the Supplemental FY16 State Allocation](#)

Health Promotion

Department of Citizen Services ~ Ms. Christine Kay

Department of Management & Budget ~ Mr. Ted Zaleski

**Thursday ~ March 3, 2016 (Continued)**

**Item 5**

Public Comment on this item  
Briefing/Discussion/Decision  
Request Approval to Submit Grant Application to  
[MD Department of Human Resources for Workforce](#)  
Development Program ~ Human Services Program  
Department of Citizen Services ~ Ms. Christine Kay  
Department of Management & Budget ~ Mr. Ted Zaleski

**Item 6**

Public Comment on this item  
Briefing/Discussion  
[Veterans Shuttle Funding](#)  
Department of Public Works ~ Mr. Jeff Topper

**Public Comment**

Approval/Adoption of Minutes

Administrative Session ~ Open

1:30 p.m. Board of County Commissioners Closed Administrative Session

5:00 p.m. *Taneytown Chamber of Commerce Networking Mega Mixer  
Taneytown, Maryland  
Commissioner Wantz*

5:30 p.m. *Hampstead Chapter Maryland Municipal League Dinner  
and Joint Board of County Commissioners/Municipalities Meeting  
Illiano's J & P Restaurant ~ Hampstead, Maryland  
Commissioners Weaver, Frazier & Rothschild*

**Friday ~ March 4, 2016**

**Saturday ~ March 5, 2016**

**Sunday ~ March 6, 2016**

9:05 a.m.      “The Commissioners’ Report” – WTTR  
Commissioner Howard

**\*\*Upcoming Budget Sessions\*\***

3/17/16	Budget Overview	10:00 a.m.
3/22/16 & 3/24/16	Recommended Budget	10:00 a.m.
3/29/16, 3/31/16, 4/5/16 & 4/7/16	Agency Meetings with the Commissioners	
4/28/16	Proposed Budget News Conference	10:00a .m.

**Community Budget Meetings**

4/28/16	(Westminster) County Office Bldg.-Reagan Room	7:00 p.m
5/2/16	Eldersburg Branch Library	7:00 p.m.
5/3/16	Mt. Airy Branch Library	7:00 p.m.
5/9/16	Taneytown Branch Library	7:00 p.m.
5/10/16	North Carroll Branch Library	7:00 p.m.

**Budget Public Hearing**

5/12/16	Scott Center ~ Carroll Community College	7:00 p.m.
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ACCESSIBILITY NOTICE: The Americans with Disabilities Act applies to the Carroll County Government and its programs, services, activities, and facilities. Anyone requiring an auxiliary aid or service for effective communication or who has a complaint should contact The Department of Citizen Services, 410.386.3600 or 1.888.302.8978, MD Relay 7-1-1/1.800.735.2258 as soon as possible but no later than 72 hours before the scheduled event.

**CARROLL COUNTY**  
*a great place to live, a great place to work, a great place to play*

# **Recreation & Parks**

## **Briefing Paper**

### **Open Session**

#### **Issues:**

Westminster Community Trail Update

#### **Background:**

The Westminster Community Trail project includes completed or planned trails between the Westminster Community Pond (and surrounding County owned property) and Railroad Avenue/Route 27 in Westminster. To date, this trail has been supported by land and easement donations from Penguin Random House, the City of Westminster, SHA grant funds and the County's capital budget.

County included \$85,000 in Westminster Community Trail capital project for right of way acquisition (if needed) on Railroad Avenue section of trail. Now that State has informed County that no additional right of way is needed, there is an opportunity to utilize those funds in existing capital project to connect trail on northwest end to Carroll County Commerce Center and Autumn Ridge subdivision including 200 homes.

#### **Action:**

Request approval to utilize up to \$45,000 in approved funding for Westminster Community Trail project for trail construction to Commerce Center and planning/design of connection to Autumn Ridge development

# GRANT APPLICATION BRIEFING

3/1/16

**Program Title:** FY 2016 Mediation and Conflict Resolution Office (MACRO)

**Grant Title/Funder:** Small Conflict Resolution Project Grant/Administrative Office of the Courts

**Grant Period:** upon award – June 30, 2016

**Department/Agency:** Circuit Court/Family Law Administration

**Due Date:** 3/11/16

**Background:** The Family Law Administration is the location of several services available to assist the Courts, litigants, and attorneys in handling many types of domestic matters relating to families and children in the Court system. The services provided include referrals to other agencies, self-help information, both legal and non-legal, free limited legal assistance at the Family Advice Clinic, mediation and visitation services coordination, assistance in domestic violence or emergency evaluation matters, and case tracking and management for the Circuit Court to achieve the best results possible for each family involved in the Court system. This Department was created to ensure that court cases are handled in a way that has a positive effect on the families involved.

**Program:** The Small Conflict Resolution Project grant's purpose is for benefiting the courts and citizens of Maryland with the goal of increasing efficiency in the courts, expanding access to justice and preventing conflicts from escalating into violence or litigation.

**Impact:** Improve the Alternative Dispute Resolution (ADR) policies and procedures of Carroll County through additional staff training, increased memberships in ADR organizations, attendance at seminars and organization events, and involvement in the mediation community. Additionally, host a Child Access Agreement training to increase long term success in Court mediations.

## Budget

Consultants/Contracts		\$1,200.00
Supplies		\$400.00
Travel/Training		\$1,014.00
Other Direct Costs		\$855.00
	<b>Grant Request</b>	\$3,469
County Cash Match		\$0.00
	<b>Total Match</b>	\$0.00
	<b>Total Program</b>	\$3,469.00

**Recommendation:** Please Approve Application

Motion \_\_\_\_\_

Second \_\_\_\_\_

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Attending:

Powel Welliver, Family Law Administration, 410-386-2401

Debby Standiford, Grants Office, 410-386-2212

DATE: February 22, 2016

TO: The Carroll County Board of Commissioners

SUBJECT: Pipe Culvert and Structure Repairs and Replacement on Eight (8) Roads  
Contract 16-R-5 – Bid No. 80-F-5-15/16

**EXECUTIVE SUMMARY:**

**The project consists of: Replacing various pipe culverts; constructing end walls and inlets; diverting and maintaining stream flow; maintaining traffic; clearing; pavement patching; stabilizing disturbed areas; all incidental work.**

The Department of Public Works, in cooperation with the Bureau of Purchasing, recommends award for the above project to Thomas, Bennett and Hunter, Inc. in the amount of \$633,812.30. This is within the project budget and no additional funds will be needed. The cost estimate on this project was \$804,354.00

Number of Bids: 4

Vendors and Bid Results:	1. Thomas, Bennett & Hunter, Inc.	Westminster, MD	\$633,812.30
	2. Conewago Enterprises, Inc.	Hanover, PA	\$719,576.00
	3. C.J. Miller, LLC	Hampstead MD	\$837,297.00
	4. Highway & Safety Services	Gaithersburg, MD	BID REJECTED

Received Budget Approval:  Yes      Comments: \_\_\_\_\_

Debarment & suspension check completed and this business is in good standing:    X Approved

Business is in good standing with the Maryland Department of Assessment and Taxation:    X Approved

Business is in good standing with Carroll County Collections Office:    X Approved

Your concurrence today will authorize the Bureau of Purchasing to move forward with the award and obtain a legally sufficient contract document for signing by Dave Reese, Deputy Director, Public Works.

\_\_\_\_\_  
Bureau of Purchasing

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board of Commissioners

\_\_\_\_\_  
Date

Commissioner Wantz:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Weaver:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Frazier:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Rothschild:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Howard:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Comments: _____				
Action Taken: <input type="checkbox"/> Accepted <input type="checkbox"/> Denied <input type="checkbox"/> Other: _____				



DATE: February 26, 2016

TO: The Carroll County Board of Commissioners

SUBJECT: **Contract 16-R-1 – Bid No. 80-F-4-15/16  
Hot Mix Asphalt Paving of Thirty-one (31) Roads**

**EXECUTIVE SUMMARY:**

**The project consists of: replacing pipe culverts; reclaiming existing paving; milling existing pavement; placing hot mix asphalt base and surface courses; removing and replacing hot mix asphalt curb; shoulder backup; stabilizing disturbed areas; maintaining traffic; all incidental work as indicated in the Specifications, or in the Special Provisions, on thirty-one (31) roads located in Carroll County with a length of approximately 15.83 miles.**

The Department of Public Works, in cooperation with the Bureau of Purchasing, recommends award for the above project to C. J. Miller, LLC in the amount of \$3,188,865.48. This is within the project budget and no additional funds will be needed. The cost estimate on this project was \$3,643,560.

Number of Bids: Three (3)

Vendors and Bid Results:	1.C.J. Miller, LLC	Hampstead, MD	\$3,188,865.48
	2.Gray & Son, Inc.	Timonium, MD	\$3,529,000.00
	3.M.T. Laney	Eldersburg, MD	\$3,562,110.18

Received Budget Approval: X Yes      Comments: \_\_\_\_\_

Debarment & suspension check completed and this business is in good standing: X Approved  
Business is in good standing with the Maryland Department of Assessment and Taxation: X Approved  
Business is in good standing with Carroll County Collections Office: X Approved

Your concurrence today will authorize the Bureau of Purchasing to move forward with the award and obtain a legally sufficient contract document for signing by Dave Reese, Deputy Director, Public Works.

\_\_\_\_\_  
Bureau of Purchasing

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board of Commissioners

\_\_\_\_\_  
Date

Commissioner Wantz:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Weaver:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Frazier:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Rothschild:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Howard:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Comments: _____				
Action Taken: <input type="checkbox"/> Accepted <input type="checkbox"/> Denied <input type="checkbox"/> Other: _____				

CM/mm  
Cc: File  
Revised 8 20 14

# **Department of Planning**

## **Briefing Paper**

**March 3, 2016**

### **Open Session**

**Issue:**

**2016 Consolidated Transportation Plan Priority Letter**

**Background:**

The Carroll County Department of Planning annually submits a letter to the Maryland Department of Transportation listing the key County transportation priorities for inclusion into the State's Consolidated Transportation Program for FY 2017-2022. These projects include capacity enhancing infrastructure, main street revitalization, bicycle and pedestrian trails and County transit needs.

**Action:**

**Briefing**

**Attendees:**

Philip R. Hager, Director, Department of Planning  
Lynda Eisenberg, Bureau Chief, Comprehensive Planning  
Mary Lane, Transportation/Comprehensive Planner

# Department of Planning

## Briefing Paper

March 3, 2016

### Open Session

**Issue:**

Briefing – Potential Zoning Text Amendment – Home Occupations/Accessory Uses

**Background:**

In response to concerns raised by the public, staff and the Planning & Zoning Commission have been examining the portions of the Zoning Code dealing with home occupations and accessory uses. Specifically, these discussions have focused on the definition of “Accessory Use” and “Home Occupation”. These definitions are found within Section 002 of Chapter 158 (Zoning) of the Code of Public Local Laws. Additionally, these analyses examined the manner in which “Home Occupation” was regulated within the applicable portions of each zoning district. Staff included: Mary Lane, Tom Devilbiss, Jay Voight and Phil Hager.

Following a comprehensive review, a draft identifying several edits was prepared. This draft was reviewed and edited. Once complete, the draft was presented to the Planning & Zoning Commission for review and comment. The Planning Commission suggested a few modifications. These modifications were examined and where possible, integrated into the draft of the proposed amendment. This draft was then presented to the Planning Commission a second time, after which the Planning Commission, by a unanimous vote, endorsed the proposal and directed staff to pursue the matter further with the Board of Commissioners as a proposed text amendment.

Pursuant to established practices the Board, following staff presentation, typically directs staff to take the proposed draft and return to the Planning Commission in order to have the proposed legislation finalized and then forwarded to the Board in the form of a request for hearing.

The purpose of this briefing is to review the draft legislation. Staff will be presenting the draft and responding to questions.

**Action:**

**Direct Staff to finalize legislation**

**Attendees:**

Philip R. Hager, Director, Department of Planning  
Tom Devilbiss, Director Department of Land & Resource Management  
Jay Voight, Zoning Administrator

# Refinement of Definitions and Regulatory Guidelines for Accessory Uses and Home Occupations

Underlined text – reflects new language.

~~Strikethrough text~~ – reflects existing language to be deleted.

## CHAPTER 158: ZONING REGULATIONS

### § 158.002 DEFINITIONS

**ACCESSORY USE.** A subordinate use of land or all or part of a building which is customarily incidental and secondary to the principal use of the property and which is located on the same lot with the principal use.

**HOME OCCUPATION.** A subordinate use of a dwelling, conducted solely by a resident, or use of any accessory building, conducted solely by the resident, which is incidental or secondary to the main use of the principal building for dwelling purposes. Home Occupations are considered a type of Accessory Use (cf., "Accessory Use" definition), and are regulated as such. The Accessory Use sections within each of the applicable zoning districts set forth specific provisions and/or conditions which may govern Home Occupations. ~~provided that the use:~~

- ~~(1) Utilizes space equal to not more than 500 square feet;~~
- ~~(2) Does not generate vehicular parking or nonresidential traffic to a greater extent than would normally result from residential occupancy;~~
- ~~(3) Does not involve retail sales from the premises;~~
- ~~(4) Involves no evidence from the outside of the dwelling to indicate it is being used for anything other than residential purposes, other than a sign not exceeding three square feet;~~
- ~~(5) May involve mail order or internet based sales, provided no customers come to the dwelling.~~

***WITHIN THE "ACCESSORY USES" SECTION OF EACH OF THE FOLLOWING ZONING DISTRICTS:*** 158.070 Agricultural, 158.071 Conservation, 158.072 R-40,000 Residence District, 158.073 R-20,000 Residence District, 158.074 R-10,000 Residence District, and 158.075 R-7,500 Residence District;

#### **DELETE:**

~~"Home Occupation, subject to Zoning Administrator approval after a public hearing in accordance with 158.030(G)".~~

**REPLACE WITH:**

“Home Occupation, subject to Zoning Administrator approval after a public hearing in accordance with 158.030(G), and pursuant to, and in accordance with, the following:

- 1) Utilizes space equal to not more than 500 square feet;
- 2) Does not generate vehicular parking or nonresidential traffic to a greater extent than would normally result from residential occupancy;
- 3) May involve retail sales provided, however, no customers come to the dwelling;
- 4) May involve mail order or internet sales provided, however, no customers come to the dwelling;
- 5) Involves no visual, auditory, or odiferous evidence from the outside of the dwelling to indicate it is being used for anything other than residential purposes, other than a sign not exceeding three square feet; and
- 6) Shall not be conducted in such a manner as to produce noise, dust, vibration, glare, smoke, smell, electrical interference, fire hazard, traffic, or other detrimental impacts not typically experienced within a residential zoning district associated with a residential use.

# Department of Planning

## Briefing Paper

March 3, 2016

### Open Session

**Issue:**

Briefing – Potential Zoning Text Amendment – Petroleum Storage (as an Accessory Use)

**Background:**

In response to difficulties being experienced by landowners in Carroll County – principally within the agricultural community - staff and the Planning & Zoning Commission have been examining the portions of the Zoning Code dealing with petroleum storage regulation. Specifically, these discussions have focused on the definition of “Petroleum” and the provisions of each individual zoning district which regulate “Petroleum Storage”. An ad hoc committee of interdepartmental staff was assembled to investigate the matter; staff included: Mary Lane, Tom Devilbiss, Jay Voight, Tim Burke, Jason Green, Clay Black, Brian Van Fossen and Phil Hager. Several meetings took place and extensive research was performed.

Following a comprehensive review and analysis, a draft identifying several modifications was prepared. This draft was reviewed and edited by the committee. Once complete, the draft was presented to the Planning & Zoning Commission for review and comment. The Planning Commission suggested a few modifications. These modifications were examined and where possible, integrated into the draft of the proposed amendment. This draft was then presented to the Planning Commission a second time, after which the Planning Commission, by a unanimous vote, endorsed the proposal and directed staff to pursue the matter further with the Board of Commissioners as a proposed text amendment.

Pursuant to established practices the Board, following staff presentation, typically directs staff to take the proposed draft and return to the Planning Commission in order to have the proposed legislation finalized and then forwarded to the Board in the form of a request for hearing.

The purpose of this briefing is to review the draft legislation. Staff will be presenting the draft and responding to questions.

**Action:**

**Direct Staff to finalize legislation**

**Attendees:**

Philip R. Hager, Director, Department of Planning  
Tom Devilbiss, Director, Department of Land & Resource Management  
Jay Voight, Zoning Administrator

# Proposed Amendments for Petroleum Products Storage

Underlined text – reflects new language.

~~Strikethrough text~~ – reflects existing language to be deleted.

## § 158.002 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning. Any words not defined herein shall have their generally accepted meaning.

**PETROLEUM PRODUCTS.** Oil, utilized for fuel of any kind, and in any liquid form including, but not limited to, petroleum, fuel oil, sludge, oil refuse, oil mixed with other waste, crude oils, and every other nonedible liquid hydrocarbon regardless of specific gravity. Oil includes aviation fuel, gasoline, kerosene, light and heavy fuel oils, diesel motor fuels, asphalt, and crude oils, and liquefied petroleum gases, such as liquefied propane, and any edible oils.

~~**PETROLEUM PRODUCTS STORAGE.** The bulk storage of more than 2,000 gallons of a petroleum product in tanks either above or below ground. This definition does not restrict the storage of less than 2,000 gallons as an accessory use to an approved principal permitted or conditional use and which is not sold at retail or wholesale.~~

## § 158.070 “A” AGRICULTURAL DISTRICT.

(F) Accessory uses. Accessory uses shall be as follows:

(21) The above or below ground storage of not greater than 2,000 gallons, in aggregate capacity, of petroleum products, which is not sold at retail or wholesale, and subject to Chapter 170 of the Carroll County Code and all applicable MDE and NFPA regulations.

(22) Above-ground petroleum storage exceeding 2,000 gallons but less than 50,000 gallons, in aggregate capacity, provided however, that no individual container may exceed 30,000 gallons. These, petroleum products, may not be sold at retail or wholesale, and shall be subject to the following:

(a) One hundred foot separation from all existing or proposed residential dwellings on the same property;

(b) Setback requirements as specified by NFPA, but not less than 100 feet from all property lines;

(c) Compliance with Chapter 170 of the Carroll County Code; and

(d) Compliance with all state and NFPA regulations.

(e) No variances of the above requirements may be granted.

## § 158.071 “C” CONSERVATION DISTRICT.

(E) Accessory uses. Accessory uses shall be as follows:

(13) The above or below ground storage of not greater than 2,000 gallons, in aggregate capacity, of petroleum products, which is not sold at retail or wholesale, and subject to Chapter 170 of the Carroll County Code and all applicable MDE and NFPA regulations.

## § 158.072 R-40,000 RESIDENCE DISTRICT.

(E) Accessory uses. Accessory uses shall be as follows:

(16) The above or below ground storage of not greater than 2,000 gallons, in aggregate capacity, of petroleum products, which is not sold at retail or wholesale, and subject to Chapter 170 of the Carroll County Code and all applicable MDE and NFPA regulations.

## § 158.073 R-20,000 RESIDENCE DISTRICT.

(E) Accessory uses. Accessory uses shall be as follows:

(16) The above or below ground storage of not greater than 2,000 gallons, in aggregate capacity, of petroleum products, which is not sold at retail or wholesale, and subject to Chapter 170 of the Carroll County Code and all applicable MDE and NFPA regulations.

§ 158.074 R-10,000 RESIDENCE DISTRICT.

(E) Accessory uses. Accessory uses shall be as follows:

(10) The above or below ground storage of not greater than 2,000 gallons, in aggregate capacity, of petroleum products, which is not sold at retail or wholesale, and subject to Chapter 170 of the Carroll County Code and all applicable MDE and NFPA regulations.

§ 158.075 R-7,500 RESIDENCE DISTRICT.

(E) Accessory uses. Accessory uses shall be as follows:

(9) The above or below ground storage of not greater than 2,000 gallons, in aggregate capacity, of petroleum products, which is not sold at retail or wholesale, and subject to Chapter 170 of the Carroll County Code and all applicable MDE and NFPA regulations.

§ 158.076 “MHP” MOBILE HOME PARK DISTRICT.

(E) Accessory uses. Accessory uses shall be accessory buildings and uses customarily incidental to any principal use and subject to §155.096 where applicable. The above or below ground storage of not greater than 2,000 gallons, in aggregate capacity, of petroleum products, which is not sold at retail or wholesale, and subject to Chapter 170 of the Carroll County Code and all applicable MDE and NFPA regulations, shall be considered an accessory use.

§ 158.077 “B-NR” NEIGHBORHOOD RETAIL BUSINESS DISTRICT.

(E) Accessory uses. Accessory uses shall be as follows: uses and structures customarily accessory and incidental to any permitted principal use or authorized conditional use. The above or below ground storage of not greater than 2,000 gallons, in aggregate capacity, of petroleum products, which is not sold at retail or wholesale, and subject to Chapter 170 of the Carroll County Code and all applicable MDE and NFPA regulations, shall be considered an accessory use. Commercial establishments providing petroleum for retail sale shall be regulated in the same manner as a principal use.

§ 158.078 “B-G” GENERAL BUSINESS DISTRICT.

(E) Accessory uses. Accessory uses shall be as follows: uses and structures customarily accessory and incidental to any principal permitted use or authorized conditional use, including business signs pertaining to “use on the premises”, provided that such signs are located as regulated in § 158.115, and the above or below ground storage of not greater than 2,000 gallons, in aggregate capacity, of petroleum products, which is not sold at retail or wholesale, and subject to all applicable MDE and NFPA regulations. Commercial establishments providing petroleum for retail sale shall be regulated in the same manner as a principal use.

§ 158.079 “I-R” RESTRICTED INDUSTRIAL DISTRICT.

(C) Principal permitted uses. Principal permitted uses shall be as follows:

(1) Uses of a light industrial nature including but not limited to the following, provided that such uses shall be subject to the distance requirements specified in § 158.040:

(i) Petroleum products storage underground;

(D) Conditional uses requiring BZA authorization. Conditional uses requiring BZA authorization shall be as follows:



(1) The following uses when the location of such use shall have been authorized by the BZA, provided that such use shall be subject to three times the distance requirements specified in § 158.040<sup>1</sup>:

(e) Petroleum products storage tanks above ground, any one of which has the capacity in excess of 2,000 gallons, provided that all County, state and federal laws, as well as ~~National Fire Underwriters<sup>2</sup>~~ NFPA codes, are complied with. The storage of petroleum products shall comply with setback requirements as specified by NFPA, but not less than 100 feet from all property lines.

(E) Accessory uses. Accessory uses shall be as follows:

(3) The above or below ground storage of not greater than 2,000 gallons, in aggregate capacity, of petroleum products, which is not sold at retail or wholesale, and subject to Chapter 170 of the Carroll County Code and all applicable MDE and NFPA regulations.

#### 158.080 "I-G" GENERAL INDUSTRIAL DISTRICT.

(C) Principal permitted uses. Principal permitted uses shall be as follows:

(3) Any use permitted and as regulated as a principal permitted use in the "I-R" District, except as hereinafter modified;

(D) Conditional uses requiring BZA authorization. Conditional uses requiring BZA authorization shall be as follows:

(1) The following uses, when the location of such use shall have been authorized by the BZA, provided that such use shall not be less than 1,000 feet from any Residence District governed by this chapter, except an "I-R" District, and four times the distance requirements as specified in § 158.040:

(1) Petroleum products, refining or storage above ground in tanks in excess of 2,000 gallons, provided that all County, state and federal laws, as well as ~~National Fire Underwriters<sup>2</sup>~~ NFPA codes, are complied with. The storage of petroleum products shall comply with setback requirements as specified by NFPA, but not less than 100 feet from all property lines.

(E) Accessory uses. Accessory uses shall be as follows:

(3) The above or below ground storage of not greater than 2,000 gallons, in aggregate capacity, of petroleum products, which is not sold at retail or wholesale, and subject to Chapter 170 of the Carroll County Code and all applicable MDE and NFPA regulations.

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<sup>1</sup> 158.040 DISTANCE REQUIREMENTS.

(A) Any uses or buildings subject to compliance with this section shall be located at least 200 feet from:

- (1) Any lot in an Residence District;
- (2) Any lot of less than three acres occupied or intended to be occupied by a dwelling not located on the same lot as the said use or buildings;
- (3) Any lot occupied by a school, religious establishment, or institution for human care; or
- (4) The curtilage area within a lot of three or more acres improved by a dwelling.

## GRANT AWARD BRIEFING

3/3/16

**Program Title:** FY17 Interagency Family Preservation Grant  
**Funder:** Federal Pass-Through to the MD Department of Human Resources  
**Grant Period:** 7/1/16 to 6/30/17  
**Department/Agency:** Citizen Services/Local Management Board  
**Due Date:** 3/4/16

**Background:** MD Department of Human Resources provides federal funding through the Carroll County Department of Social Services (DSS) to assist families in the community whose children are at imminent risk of out-of-home placement into foster care, the juvenile justice system, or an educational or mental health facility. The Interagency Family Preservation program was put out to competitive bid by the County in 2013. The 4 1/2 year contract (1/1/14 – 6/30/18) was awarded to Carroll County Youth Services Bureau contingent on State approval and the County's acceptance of grant funding each year. This award will fund the program for FY17.

**Program:** The Carroll County Youth Services Bureau (CCYSB) provides a minimum of 42 families with children 0-18 with services necessary to prevent out-of-home placement or to assist families with children transitioning home from out-of-home placement. The program is an intensive, 14 week, in-home service, with crisis on-call availability 24/7. The program helps the family develop skills and resources to regain healthy functioning and autonomy resulting in family stability that is maintained for a minimum of twelve months.

In FY15, the program served 43 families with 32 families completing the program. Of those that completed, 94% avoided out-of-home placement. The program partners with a variety of County agencies including DSS, Carroll County Public Schools, Carroll County Health Department, Carroll Hospital Center and the Carroll County Department of Juvenile Services to ensure families are successful. The Local Management Board (LMB) provides program monitoring and fiscal oversight. Funding is flat for FY17.

### FY17 Budget

Carroll County Youth Services Bureau	\$356,250	
LMB Administration	\$39,583	
<b>Grant Award</b>		\$395,833
Required County Match	0	
<b>Total Match</b>		0
<b>Total Program</b>		\$395,833

**Recommendation:** Please Accept Award

Attending:  
Christine Kay, Citizen Services  
Vincent C. Pacelli, LMB  
Debby Standiford, Grants Office

## GRANT AWARD BRIEFING

3/3/16

**Program Title:** FY16 State Supplemental Grant Award – Health Promotion

**Funder:** MD Department of Aging

**Grant Period:** 3/4/16 – 6/30/16

**Department/Agency:** Department of Citizen Services/Bureau of Aging and Disabilities

**Due Date:** 3/4/16

**Background:** The State has released an allocation of additional funding for Nutritional or Health Promotion efforts at Senior Centers.

**Program:** The Bureau of Aging plans to use the funds toward the purchase of at least one treadmill for use at the Senior Centers. The funding will need to be supplemented with Senior Center Site Council funding and each Site Council will be consulted as to the potential distribution of funds among the Senior Centers.

### FY16 Supplemental Budget

Grant Award - Equipment	\$4,462
County Cash Match	0

**Recommendation:** Please Accept Award

Attending:

Christine Kay, Director, Citizen Services

Patty Whitson, Community Services Supervisor, Bureau of Aging and Disabilities

Debby Standiford, Grants Office

## GRANT APPLICATION BRIEFING

3/3/16

**Program Title:** HSP Workforce Development Program

**Funder:** MD Department of Human Resources

**Grant Period:** Upon Award – 9/30/16

**Department/Agency:** Department of Citizen Services

**Due Date:** 3/4/16

**Background:** The State has funding available to support job training for recipients of Supplemental Nutritional Assistance Program (SNAP) benefits. Starting January 1, 2016, some recipients of SNAP, identified as Able Bodied Adults Without Dependents (ABAWD) are required to work, attend school or attend job training in order to continue to qualify for benefits. The Carroll County Department of Social Services has identified a need for job training services in Carroll County for the most vulnerable of the individuals identified as ABAWDs who do not have a high school diploma or previous work experience.

**Program:** Human Services Programs will provide services to 50-65 SNAP beneficiaries, identified as ABAWDs, through its workforce development program, Opportunity Works. The goals of the training include identifying job barriers, participating in volunteer services activities, identifying job openings, and developing interview and resume skills.

HSP's Opportunity Works Program has been very successful serving 111 individuals in FY15. Of those served, 73% resolved at least two barriers to employment and 63% maintained or increased employment income.

### Budget

Grant Request – HSP's Opportunity Works Program	\$33,860
HSP Match	\$6,204
County Cash Match	0
Total Program	\$40,064

**Recommendation:** Please Approve Application Submission

Attending:

Christine Kay, Director, Citizen Services

Angela Gustus, Executive Director, HSP

Debby Standiford, Grants Office



**Department of Public Works  
Public Transit**

**Jeff Topper, Deputy Director**

**Ext. 2035**

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**Briefing/Discussion:** Veterans Shuttle Funding

In November 2012, the Carroll County Veterans Shuttle service was developed and implemented by the Board of Carroll County Commissioners, the Department of Social Services, the Veterans Council and CATS to provide medical transit services to our resident Veterans. Medical resources for our veterans lie outside of Carroll County at the Veterans Administration Medical Centers. The Veterans Shuttle is the only mode of transit able to go beyond County borders, at no cost to veterans, making medical services accessible to them.

Fiscal Year 2016 started with 125 registered veterans needing transit service. During these eight months of FY16, this program has grown to 175 registered veterans (a 40% increase), and provided more than 567 passenger trips.

This program cannot receive public transit funding because this service is available only to veterans. Therefore, this program is funded entirely with County dollars. Registered veterans are provided access to their assigned Veterans Administration Medical Center outside of Carroll County.

The original budget of \$25,000.00, to be used for driver's expenses, has been fully depleted. In order to continue this service, we are here today requesting an additional \$45,000.00 to fully fund this program through Fiscal Year 2016. These additional dollars will pay for fuel, maintenance, driver's salary and fringe, vehicle insurance and the monthly telecommunications fees.

No decision is requested today. We will return on March 8 to obtain your approval for the additional dollars.

**Attending:** Jeff Topper, Deputy Director, Department of Public Works  
Jodi Glock, Transportation Grants Coordinator