

## 1. City Council Regular Meeting Agenda

### Documents:

- 01 -- AGENDA FOR 01-22-2018.PDF
- 02 -- MINUTES FROM 01-08-2018.PDF
- 03 -- SBDC OFFICE SPACE.PDF
- 04 -- JACKSON FAMILY REUNION.PDF
- 06 -- ORDINANCE 1113.PDF
- 07 -- FLOOD MITIGATION PLAN.PDF
- 09 -- TEEN COURT GRANT AWARD.PDF
- 12 -- CANNERY PARK.PDF

## AGENDA

**City of Cambridge**  
**City Council Meeting**  
January 22, 2018  
Council Chambers - 305 Gay Street  
Cambridge, MD 21613

6:00 pm Mayor to Convene Council in Regular Session

### Agenda

1. Council to approve or amend agenda as presented.

### Public Comment

### Consent Calendar

2. SUBJECT: Meeting Minutes from Council Meetings on January 8, 2018  
Recommendation: That Council approve as submitted.
3. SUBJECT: Request from The Maryland Small Business Development Center, Eastern Shore Region for renewal of the Services and Facilities Agreement  
Recommendation: That Council renew the lease
4. SUBJECT: Request from Shanay Jackson for permission to hold the Jackson Family Reunion in Great Marsh Park on Saturday, June 30, 2018 from 1:00 pm until 6:00 pm and permission for adults to bring their own beer or have beer available to them.  
Recommendation: If Council wishes to approve the request, the City Manager recommends that approval be subject to:
  - A. The applicant providing a rope barrier around the event and
  - B. The applicant agreeing to limit and control alcohol consumption to the area inside the barrier.
5. SUBJECT: Request from Dorchester Chamber of Commerce for permission to hold the Crabi Gras Hot Sauce & Oyster Festival in the 300 block of High Street on Sunday, October 14, 2018 from 1:00 pm until 6:00 pm; close that portion of the street from 11:30 am until 7:00 pm; a variance from the noise ordinance; permission to erect a tent; and permission for alcohol to be served  
Recommendation: That Council approve the request subject to:
  - A. Submission of a certificate of property and liability insurance naming the City as additional insured, acceptable to the City prior to event and
  - B. Submission of Health Department Certificate prior to event.
  - C. Submission of Liquor Board Certificate prior to the event.
  - D. Payment of \$360 for police coverage and \$240 for DPW services.

## **Ordinances for Introduction and First Reading**

6. SUBJECT: Ordinance No. 1113 – An ordinance of the Commissioners of Cambridge, Maryland, to modify the City of Cambridge Comprehensive Plan as adopted by the commissioners on March 28, 2011 to incorporate the growth tier map adopted by the Commissioners on December 10, 2012; providing that the title of this ordinance shall be deemed a fair summary and generally relating to the City of Cambridge Comprehensive Plan. Recommendation: That Council:
- A. Introduce Ordinance No. 1113 by reading of title only; and
  - B. Schedule February 12, 2018 for second reading, public hearing and adoption of Ordinance No. 1113.

## **New Business**

7. SUBJECT: 2017 Dorchester County Flood Mitigation Plan  
Recommendation: that Council:
- A. Hear a presentation by Anna Sierra, Dorchester County Emergency Services Director on subject plan, and
  - B. Conceptually approve the Dorchester County Flood Mitigation Plan.
8. SUBJECT: Police Chief's Annual Report  
Recommendation: That Council receive a report and presentation from Interim Police Chief Wayne Bromwell.
9. SUBJECT: Teen Court Grant Award  
Recommendation: That Council appropriate \$4,500.00 into the 2018 General Fund budget to increase the Cambridge Police Department Budget by \$4,500.00 for the Teen Court program.

## **Meetings**

10. SUBJECT: Work Session on FY 2019 budget issues:  
Recommendation that Council schedule Feb. 16, 2018 from 11:00 am to 1:00 pm in the Public Safety Building Training Room, 8 Washington Street, Cambridge, MD for subject Work Session
11. SUBJECT: Work Session on priorities for Council Goals, capital projects and grants applications  
Recommendation that Council schedule Feb. 23, 2018 from 11:00 am to 1:00 pm in the Public Safety Building Training Room, 8 Washington Street, Cambridge, MD for subject Work Session.

**12. SUBJECT: Cannery Park Design**

**Notice of Cannery Park Community Design Charrettes and Media Kick-Off Event:**

- **Media Kick-Off Event: Jan. 23, 2018 at 11:00 am at 411 Dorchester Avenue, Cambridge.**
- **First Design Charrette on Jan. 23, 2018 from 6:30 pm until 7:30 pm at the Empowerment Center, 615 B Pine Street, Cambridge**
- **Second Design Charrette on Jan. 25, 2018 from 6:30 at the Public Safety Training Room, 8 Washington Street, Cambridge**

**Notices**

**Mayor and Council**

**Adjourn**

City Council meetings are conducted in open session unless otherwise indicated. Pursuant to the Maryland Open Meetings Act, all or a portion of the Council meeting may be held in closed session by vote of the Council. Please note that the order of agenda items is subject to change and that meetings are subject to audio and video recording.

Date: 01/22/2018

The City Council met in regular session on Monday, January 8, 2018 in Council Chambers. A quorum being present, Mayor Victoria Jackson-Stanley called the meeting to order at 6:00 p.m. Those Commissioners in attendance were Commissioners Rideout, Sydnor, Foster, Cannon, and Hanson. Mayor Victoria Jackson-Stanley asked for a moment of silence. Commissioner Hanson led in the Pledge of Allegiance.

### Agenda

1. Council to approve or amend agenda as presented.

A motion by Commissioner Rideout to approve the agenda as presented was seconded by Commissioner Hanson and approved 5:0.

### Public Comment

Jeff Hubbard said he hopes Council will support the efforts of Kisha Petticolas and Dion Banks. What they did for the City last summer was awesome. Anything we can do to further their work would be greatly appreciated.

### Requests from the Public

2. Dorchester Elks Lodge 223 to present to the Mayor and City Commissioners trophies for their participation in the Elks' 100<sup>th</sup> Anniversary Parade

Carlton W. Stanley, Exalted Ruler for Dorchester Lodge 223, and Greg Meekins, Future Exalted Ruler, reported that they just celebrated their 100 year anniversary and were excited for the support they received from the City. They presented the Mayor and Commissioners trophies for participation in the parade. Mayor Victoria Jackson-Stanley thanked them for the work they do in the City.

3. SUBJECT: Request from Eastern Shore Network for Change for \$1,500 to support a series of conversations concerning race relations in our community. (Item tabled at Dec. 11, 2017 meeting)

Recommendation from the Mayor that Council:

- A. Approve the request and
- B. Appropriate \$1,500 from the Appropriated Reserve of the General Fund to the Mayor's budget.

Dion Banks and Kisha Petticolas were present to answer questions. A motion by Commissioner Rideout to appropriate \$1,500 from the Appropriated Reserve of the General Fund to the Mayor's budget for the purpose of supporting the Eastern Shore Network for Change's consultant fees that are needed to help move this project forward was seconded by Commissioner Hanson and failed 3:1 with Commissioner Foster abstaining. A super majority was needed for the motion to pass.

**Consent Calendar**

4. SUBJECT: Meeting Minutes from Council Meetings on December 11, 2017  
Recommendation: That Council approve as submitted.
  
5. SUBJECT: Request from Cambridge Rotary Foundation to hold their annual Rotary Oyster Roast at Long Wharf on Saturday, March 24, 2018 from noon until 4:00 pm; a variance from the noise ordinance; closure of Long Wharf parking lot from 10:00 am until 10:00 am until 5:00 pm; and permission to serve alcohol  
Recommendation: That Council approve the request subject to:
  - A. Submission of a certificate of property and liability insurance naming the City as additional insured, acceptable to the City prior to event and
  - B. Submission of copy of County liquor license prior to event
  
6. SUBJECT: Request from Ironman for permission to hold Ironman 70.3 Eagleman starting and finishing in Great Marsh Park on Sunday, June 10, 2018 from 4:00a.m. until finish; use of City trash cans, permission to erect a tent in the park; a variance from the noise ordinance, and permission to serve alcohol  
Recommendation: That Council approve the request subject to:
  - A. Submission of a certificate of property and liability insurance naming the City as additional insured, acceptable to the City (submitted with application)
  - B. Submission of copy of County liquor license prior to event, and
  - C. Coordination with CPD and DPW for logistics and traffic control
  
7. SUBJECT: Request from the YMCA of the Chesapeake to hold their Heart of the Chesapeake Bike Tour on Saturday, July 21, 2018 starting and ending at the YMCA (7:00 am to 2:00 pm)  
Recommendation: That Council approve the request

A motion by Commissioner Cannon to approve the consent calendar (Items 4 through 7) with the corrections to the meeting minutes was seconded by Commissioner Hanson and approved 5:0.

**Old Business**

8. SUBJECT: Award of Contract for Marina Bathhouse Renovations  
Recommendation: That Council
  - A. Approve an amendment to the FY 2017 Operating and Capital Improvement Program:
    1. Deleting CP18-06 \$35,000 (grant funds) for new lights for docks;
    2. Deleting CP18-07 \$30,000 (grant funds) slip renovations; and
    3. Adding CP18-26 \$65,000 (grant funds) interior renovations at the Marina bathhouse.

- B. Award the contract for the interior renovations of the marina bathhouse to Colossal Contractors, Inc. for the bid amount of \$65,446.00

A motion by Commissioner Hanson to approve Recommendations A and B for the renovations to the interior of the marina bathhouse was seconded by Commissioner Cannon and approved 5:0.

9. **SUBJECT: High Street Renovations**

Recommendation: That Council approve construction of the 300 block of High St. improvements to begin in January 2019

A motion by Commissioner Sydnor to approve the construction improvements on the 300 block of High Street in January 2019 unless staff is able to determine that pieces of it could be done prior without disruption to the businesses and encumber \$800,000 (\$542,000 from the General Fund; \$156,000 from the Sewer Fund; and \$102,000 from the Water Fund) to the FY2019 Public Works Capital Program for High Street improvements was seconded by Commissioner Cannon and approved 5:0.

**New Business**

10. **SUBJECT: Donations to Police Department**

Recommendation: That Council appropriate \$500.00 into the 2018 General Fund budget and increase the Cambridge Police Department operating budget for Shop with a Cop.

A motion by Commissioner Rideout to appropriate \$500.00 into the 2018 General Fund budget and increase the Cambridge Police Department operating budget for Shop with a Cop was seconded by Commissioner Hanson and approved 5:0.

**Mayor and Council**

**Adjourn**

A motion by Commissioner Sydnor to adjourn the meeting was seconded and approved unanimously.

With no further business, Mayor Victoria Jackson-Stanley adjourned the meeting at 7:00 p.m. I hereby certify that the foregoing is a true and accurate account of the Council meeting Monday, January 8, 2018, insofar as I personally am aware.

---

Victoria Jackson-Stanley  
Mayor

## Memorandum

Agenda Item No. 3

Date: 01/22/2018

**Date:** January 22, 2017

**Prepared and Submitted by:** Sandra Tripp-Jones, City Manager 

**SUBJECT:** Renewal of Services and Business Agreement between the City and the Maryland Small Business Development Center, Eastern Shore Region (SBDC)

**Recommendation:** That Council authorize the Mayor to execute subject renewal agreement.

**Discussion:**

The Maryland Small Business Development Center (SBDC) has occupied a small office in City Hall since 2010 providing consulting services to the small business community under lease agreements with the City. SBDC continues to provide valuable services to Cambridge and the larger region.

**Terms of the Agreement:**

- Term of 2 years from October 17, 2017
- City provides small office, parking and telephone and photocopy services.
- SBDC provides small business consulting on a part-time basis.
- \$100.00 per month compensation to the City.
- 30 day written notice cancel.





RECEIVED  
JAN 05 2017



Eastern Region

Salisbury University  
1101 Camden Ave.  
Salisbury, MD 21801

BY: .....

January 3, 2018

Kathy Foster  
City of Cambridge  
PO Box 255  
Cambridge, MD 21613

Dear Ms. Foster:

As per our 2015 – 17 MOU, I would like to renew our agreement to provide SBDC services from the location adjacent to the Economic Development department. We would continue to pay \$100 per month to the City for the space. If this acceptable, please revise the agreement for October 1, 2017 – September 30, 2019. We look forward to expanding our work with you and the citizens of Cambridge and Dorchester County. When you have completed the signatures, please send a copy to me so I can have the agreement signed here. Please note the address should be 1101 Camden Avenue; Salisbury, MD 21801 and the Interim Provost and Vice President of Academic Affairs is Dr. Karen Olmstead.

Over the past years, we have been happy to assist the City with expanding business options and developing a culture to support entrepreneurs. We look forward to a continued collaboration.

Sincerely,

John Hickman  
Regional Director

Attachment

*Accredited to provide technology commercialization assistance.*

RENEWAL OF SERVICES AND FACILITIES  
AGREEMENT

THIS THE MARYLAND SMALL BUSINESS DEVELOPMENT CENTER, EASTERN SHORE REGION RENEWAL OF SERVICES AND FACILITIES AGREEMENT ("RENEWAL AGREEMENT") entered into this \_\_\_ day \_\_\_\_\_, 2018, by and between the COMMISSIONERS OF CAMBRIDGE, a Maryland municipal corporation (hereinafter "CAMBRIDGE"), having an address of Post Office Box 255, Cambridge, Maryland 21613, and THE MARYLAND SMALL BUSINESS DEVELOPMENT CENTER, EASTERN SHORE REGION (SBDC) having an address of 1101 Camden Avenue, Salisbury, Maryland 21801.

WHEREAS, by agreement dated October 20, 2011, the parties hereto entered into an agreement for the leasing of office space by CAMBRIDGE to SBDC, which agreement expired on September 30, 2013; and

WHEREAS, by agreement dated September 10, 2013, the parties entered into an agreement to extend the terms of the lease to September 30, 2015; and by agreement dated November 19, 2015, extended the terms of the lease to September 30, 2017; and

WHEREAS, SBDC provides consulting services to small businesses in Maryland, and desires to continue providing said services to businesses located in Cambridge, Maryland; and

WHEREAS, CAMBRIDGE desires to continue providing SBDC with office space from which to provide business development consulting services on the same terms as the original agreement;

NOW, THEREFORE, WITNESSETH that for and in consideration of the mutual promises and covenants set forth herein below, the parties hereby agree as follows:

1. SBDC shall provide business consulting services to the small business community in Cambridge. Said consulting services shall be provided by an experienced and qualified SBTDC business consultant employed by Salisbury University, and the office located in Cambridge shall be staffed on an as-needed basis, depending upon client demand.
2. SBDC and the individual SBDC consultant(s) shall be responsible for the consulting and related services and activities, as deemed appropriate by the parties hereto.
3. SBDC agrees to pay unto CAMBRIDGE the cash sum of ONE HUNDRED DOLLARS (\$100.00) per month for the use of the office space being provided by CAMBRIDGE, and for telephone charges and copying expenses incurred as part of the consulting services in Cambridge; said sum shall be due on the FIRST (1<sup>st</sup>) day of each month, beginning OCTOBER 1, 2017, and continuing on the FIRST (1<sup>st</sup>) day of each consecutive month thereafter until SEPTEMBER 30, 2019 ("Termination Date").

4. CAMBRIDGE shall provide office space to SBDC for the purpose of SBDC providing business consulting services as set forth herein; which office space shall be located in the municipal building located at 410 Academy Street, Cambridge, Maryland.

5. CAMBRIDGE shall provide to SBDC telephone service in the office space.

6. CAMBRIDGE shall provide to SBDC access to and usage of photocopying equipment for use in the business consulting services.

7. CAMBRIDGE shall provide to SBDC signage space to assist clients, prospective clients and the public in locating the SBDC office, which said signage space shall be selected and approved by CAMBRIDGE.

8. CAMBRIDGE shall provide access to parking, including the use of the designated handicapped parking space in compliance with SBDC needs and any federal and/or State regulations.

9. TERM: TWO YEARS. This Renewal Agreement shall cover the period from OCTOBER 1, 2017 through SEPTEMBER 30, 2019, at which time it shall automatically terminate, absent a written agreement to extend or renew its terms.

10. CANCELLATION. Either party shall have the right to cancel this Renewal Agreement upon Thirty (30) days advanced written notice being provided to the other party.

11. The terms of this Renewal Agreement shall be binding upon and inure to the benefit of the parties hereto and to their successors and assigns.

12. This Renewal Agreement shall be governed exclusively by its terms and the laws of the State of Maryland, without regard to principles of conflict of laws.

IN WITNESS WHEREOF, the parties have signed and sealed this Renewal Agreement, the day and year first above written.

ATTEST:

\_\_\_\_\_

THE COMMISSIONERS OF CAMBRIDGE

By: \_\_\_\_\_ (seal)  
Victoria Jackson-Stanley, Mayor

ATTEST:

\_\_\_\_\_

THE MARYLAND SMALL BUSINESS  
DEVELOPMENT CENTER

By: \_\_\_\_\_ (seal)  
John Hickman, Regional Director

WITNESS:

\_\_\_\_\_

By: \_\_\_\_\_ (seal)

Dr. Christy Weer, Dean  
Perdue School of Business  
Salisbury University

\_\_\_\_\_

By: \_\_\_\_\_ (seal)

Dr. Karen Olmstead  
Interim Provost and Vice President of  
Academic Affairs  
Salisbury University



**APPLICATION FOR A SPECIAL EVENT LICENSE**

Date of Application: 1/2/2018

Event Title or Type: Family Reunion

Location of Event: Great Marsh

Date(s) of Event: June 30<sup>th</sup> 2018

Hours of Event: 1-6 pm

Organization/Corp. Name: "Jackson family Reunion"

Signature of Holder of Event: Shanay Jackson

Printed Name: Shanay Jackson Title: \_\_\_\_\_

Address of Holder of Event: 7 Shady Drive Cambridge MD 21613

Business Telephone: 410-330-0881 Residence Telephone: Same

Is Organization Non-Profit?  Yes No      Is there a charge for admission? Yes  No

Is event to on  City,  State, or  Private Property? YES If private, name of owner: \_\_\_\_\_

You requesting the city to provide trash containers? Yes  No

Is water available at event?  Yes No

If yes, list source of water (i.e. fire hydrant, Great Marsh, Sailwinds, etc.): Great Marsh

Will a tent be erected?  Yes No (Include on plan)

Expected Attendance: 50-70 ppl Venue Seating Capacity: \_\_\_\_\_

Is parking available:  Yes No For how many vehicles? Great Marsh

Is staging or platform required? Yes  No  Amplification? Yes  No

List types of musical instruments: None

Are required approvals attached, e.g., State, County: Yes No

Is a street closing being requested (attach map)? Yes  No

If yes, indicate closure time (consider set up and breakdown time): \_\_\_\_\_

Will food be prepared on the premises? Yes  No

If yes, is County Health Dept. Inspection Approval attached? Yes  No

Will alcohol be served? Yes  No  Some Adults may bring own beer or beer available.

If yes, please attach a copy of the county liquor license  
If no, please submit a copy after you receive it

**ROAD RACE, WALK-A-THON, ETC.**

On Roadway Yes  No  On Sidewalk Yes  No

Will notification be made to residents along the route? Yes  No

Will temporary signs be posted?  Yes  No  
(Signs must be removed by the following business day, no paint is allowed on streets or sidewalks.)

**SPECIFIC ROUTE:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**-FOR OFFICE USE ONLY-**

City Manager Approved/Denied: \_\_\_\_\_ Date: \_\_\_\_\_

Special Conditions, if: \_\_\_\_\_  
\_\_\_\_\_

Police Detail Estimated Cost: \$ \_\_\_\_\_ DPW Personnel Estimated Cost: \$ \_\_\_\_\_

Cambridge Police Department: Approved:  Denied:  Signature: WOB

Rescue Fire Department: Approved:  Denied:  Signature: \_\_\_\_\_

Department of Public Works: Approved:  Denied:  Signature: Pat Deane



# City of Cambridge

DEPARTMENT OF PUBLIC WORKS

1025 WASHINGTON STREET  
CAMBRIDGE, MARYLAND 21613  
TELEPHONE 410-228-1955  
FAX 410-228-1474

## GENERAL RULES – GREAT MARSH PARK

We would like to welcome you to Great Marsh Park. This Park has been created for the enjoyment and pleasure of the general public. Please take the time to familiarize yourself with the park and the different areas designated for trash removal. To ensure that everyone is able to enjoy the use of this facility, the following rules have been established. We ask that you please implement them while visiting with us.

Animals/Pets: All animals/pets are to be restrained by a leash, and supervised at all times. Any and all waste is required to be disposed of in a proper manner.

BBQ Grills: ADULTS, age 18 or over, AT THEIR OWN RISK, are the only person's authorized to utilize a grill. The BBQ grills are provided for your enjoyment & convenience. The grill should be fully extinguished and all ashes/coals disposed of in the container provided.

Children: All youth under the age of 13 must be accompanied by an adult.

Jungle Gyms: AT YOUR OWN RISK!! The "Tot-Lot" (smaller jungle gym) is designated for children under the age of 10, while being supervised by an adult. The swings are designated for use by the general public.

Fishing/Swimming: AT YOUR OWN RISK!! There are no Lifeguards on duty at anytime. Persons 16 years of age and older should have a state fishing license.

Pavilion/Tables: Open to use for the general public on a first come first serve basis unless prior reservations were made.

Port-O-Pots: Supplying these units will be the sole responsibility of the individual utilizing the park. If you plan to provide POP's, at least one shall be handi-cap accessible by size and location. Contact William Barclay, DPW Superintendant, for approved locations.

Music/Noise: Volume must be maintained within the City of Cambridge noise ordinance guidelines.

Reservations:                   **LEGAL HOLIDAYS MAY NOT BE RESERVED!!** Reservations on all other days may be made at the Department of Public Works. All reservations are subject to prior approval. **ONLY THE PAVILION MAY BE RESERVED!!**

The following is **prohibited** unless prior approval has been granted by the Mayor and Commissioners of the City Of Cambridge;

- Alcohol
- Boat Mooring
- Camping/Sleeping
- Commercial use
- Skateboards
- Open Fires
- Overnight Parking

Violations:                   Failure to comply with these regulations could result in the suspension of your reservation privilege for up to 15 months.



**Council Agenda Report**

**Date:** January 22, 2018

**Prepared by:** Pat Escher, City Planner, A.I.C.P.

**Submitted by:** Odie Wheeler, Director of Public Works

**Subject:** Ordinance 1113 -- An ordinance of the Commissioners of Cambridge, Maryland, to modify the City of Cambridge Comprehensive Plan as adopted by the Commissioners on March 28, 2011 to incorporate the growth tier map adopted by the Commissioners on December 10, 2012; providing that the title of this ordinance shall be deemed a fair summary and generally relating to the City of Cambridge Comprehensive Plan.

**Recommendation:** Recommendation: That Council

- A. Introduce Ordinance No. 1113 by reading of title only; and
- B. Schedule February 12, 2018 for second reading, public hearing and adoption of Ordinance No. 1113.

**Discussion:** In December of 2012, the Planning Commission and the City Council approved the City's Growth Tier Map in compliance with SB 236. Pursuant to that SB bill the map needed to be incorporated into the City's Comprehensive Plan, regrettably that process did not occur. This is a "housekeeping" action to incorporate the adopted Map into the Comprehensive Plan. In amending the Comprehensive Plan to include this Map, the City is assured that the Map cannot be challenged in the future and directs growth in the appropriate areas.

The majority of Planning Commission voted to recommend that the Council approve the amendment.

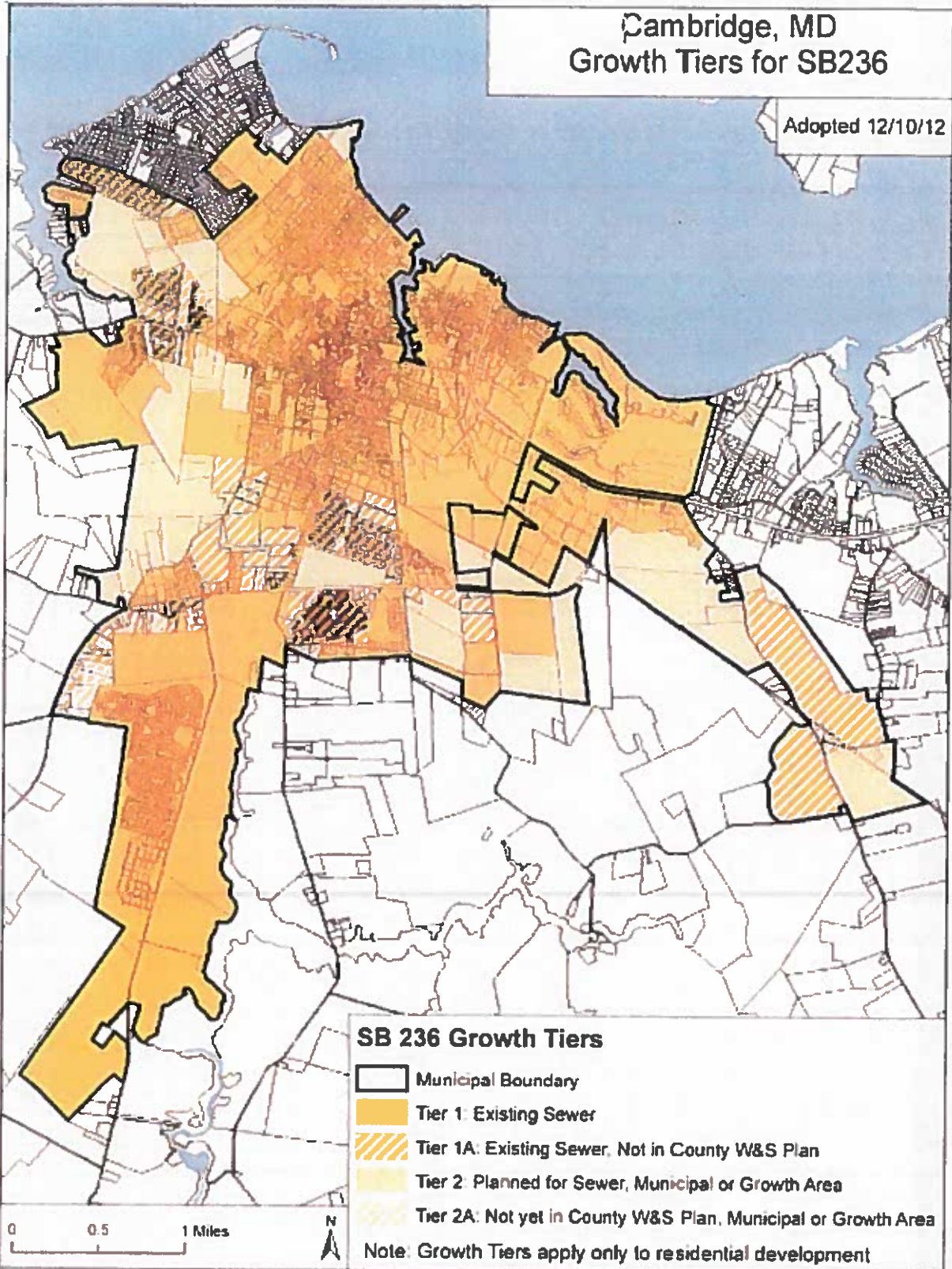
**Fiscal Impact:** None

**Approved by:** Sandra Tripp-Jones, City Manager



# Cambridge, MD Growth Tiers for SB236

Adopted 12/10/12



## **PROPOSED ORDINANCE**

### **ORDINANCE NO. 1113**

**AN ORDINANCE OF THE COMMISSIONERS OF CAMBRIDGE, MARYLAND, TO MODIFY THE CITY OF CAMBRIDGE COMPREHENSIVE PLAN AS ADOPTED BY THE COMMISSIONERS ON MARCH 28, 2011 TO INCORPORATE THE GROWTH TIER MAP ADOPTED BY THE COMMISSIONERS ON DECEMBER 10, 2012; PROVIDING THAT THE TITLE OF THIS ORDINANCE SHALL BE DEEMED A FAIR SUMMARY AND GENERALLY RELATING TO THE CITY OF CAMBRIDGE COMPREHENSIVE PLAN.**

**WHEREAS**, pursuant to Md. Code Ann., Land Use § 3-204, the Commissioners of Cambridge (the “Commissioners”) are required to adopt a comprehensive plan for the City of Cambridge (the “City”) and may subsequently modify the same; and

**WHEREAS**, the Commissioners adopted the current Comprehensive Plan for the City on March 28, 2011 (the “Comprehensive Plan”); and

**WHEREAS**, in accordance with the Sustainable Growth and Agricultural Preservation Act of 2012 (the “Act”), the Commissioners adopted a Growth Tier Map for the City on December 10, 2012, which was also adopted by the City of Cambridge Planning Commission on December 18, 2012 (the “Growth Tier Map”); and

**WHEREAS**, pursuant to Md. Code Ann., Land Use §§ 1-509 and 3-301, a municipality that adopts growth tiers shall incorporate the tiers into its comprehensive plan or an element thereof when the municipality conducts the ten-year review of its plan; however, pursuant to Section 3 of Maryland House Bill 409 and Maryland Senate Bill 671, passed during the Maryland General Assembly’s 2013 legislative session, any local jurisdiction that had not incorporated its growth tier map into its comprehensive plan by October 1, 2013 is required to so incorporate its growth tier map at the time it was scheduled to conduct its six-year review of its comprehensive plan; and

**WHEREAS**, the Commissioners have not yet incorporated the Growth Tier Map into the Comprehensive Plan; therefore, they are now required to do so; and

**WHEREAS**, on January 2, 2018, a majority of the Planning Commission recommended that the Commissioners incorporate the Growth Tier Map into the Comprehensive Plan; and

**WHEREAS**, having considered the recommendations of the Planning Commission and the Department of Planning and Zoning Staff, as well as the comments made during the February 12, 2018 public hearing, the Commissioners find that it is in the best interest of the City to modify the Comprehensive Plan to incorporate the Growth Tier Map; and

**WHEREAS**, the Commissioners find that the text amendment set forth herein is necessary to promote and protect the public health, safety, and welfare.

**NOW, THEREFORE, BE IT ORDAINED** by the Commissioners of Cambridge:

**SECTION 1.** The City of Cambridge Comprehensive Plan, as adopted by the Commissioners on March 28, 2011, is hereby modified to incorporate the Growth Tier Map adopted by the Commissioners on December 10, 2012 and approved by the Planning Commission on December 18, 2012 as shown on Exhibit A attached hereto and incorporated by reference as if fully set forth herein.

**SECTION 2.** The recitals to this Ordinance are incorporated herein and deemed a substantive part of this Ordinance.

**SECTION 3.** In this Ordinance, unless a section is expressly repealed in its entirety and reenacted, new or added language is underlined and in boldface type, and deleted text is crossed out with a single strikethrough. Language added after the date of introduction is in bold, italicized font and language deleted after the date of introduction is crossed out with a double strikethrough.

**SECTION 4.** If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court or competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance, it being the intent of the Commissioners that this Ordinance shall stand, notwithstanding the invalidity of any section, subsection, sentence, clause, phrase, or portion hereof.

**SECTION 5.** All ordinances or parts of ordinances inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 6.** The title of this Ordinance, or a condensed version thereof, shall be deemed to be, and is, a fair summary of this Ordinance for publication and all other purposes.

**AND BE IT FURTHER** enacted and ordained that this Ordinance shall become effective on the tenth (10<sup>th</sup>) day following the date of adoption.

ATTEST:

THE COMMISSIONERS OF CAMBRIDGE

\_\_\_\_\_  
Sandra Tripp-Jones, City Manager

By: \_\_\_\_\_  
Victoria Jackson-Stanley, Mayor

**Introduced the \_\_\_ day of January, 2018**

**Passed the \_\_\_ day of February, 2018**

**Effective the \_\_\_ day of February, 2018**

**EXHIBIT A**  
**Modifications to 2011 City of Cambridge Comprehensive Plan**

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## APPENDIX A – GROWTH TIER MAP

In May of 2012, the Maryland General Assembly passed Senate Bill 236, entitled “The Sustainable Growth and Agricultural Act of 2012” (the “Act”). The Act’s goal is to limit the disproportionate impact of large subdivisions on farm and forest land, streams, rivers, the Chesapeake Bay, and other coastal bays, and it provides an approach for planned development on on-site sewage disposal systems. The Act establishes four levels, or tiers, to identify the type and intensity of residential subdivision that may occur (minor or major), and the type of sewage disposal system to serve them. Pursuant to Md. Code Ann., Land Use § 1-506(b), as a municipal corporation that exercises planning and zoning authority, the City is required to adopt Tier I and may adopt Tier II.

Tier I areas are those areas served by public sewerage systems and mapped locally designated growth areas or municipal corporations that are priority funding areas and served by public sewerage systems. The intent in mapping Tier I areas is to identify areas for which public sewerage service is currently available.

Tier II areas are those areas: (1) planned to be served by public sewerage systems and in the municipal growth element or mapped locally designated growth areas; and (2) needed to satisfy demand for development at densities consistent with the long-term development policy after consideration of land areas available for development, including in-fill and redevelopment, within the municipality. The intent in mapping Tier II areas is to identify growth areas that are planned for public sewerage service.

In accordance with the Act, on December 10, 2012, the Commissioners adopted a Growth Tier Map for the City of Cambridge, which was also adopted by the City of Cambridge Planning Commission on December 18, 2012. The Growth Tier Map appears on the following page and was incorporated into the Comprehensive Plan pursuant to Ordinance No. 1113, passed by the Commissioners on February 12, 2018 and effective February 22, 2018.

## Council Agenda Report

**Date:** January 22, 2018

**Prepared and Submitted by:** Sandra Tripp-Jones, City Manager

**SUBJECT:** 2017 Dorchester County Flood Mitigation Plan

**Recommendation:** That Council:

- A. Hear a presentation by Anna Sierra, Dorchester County Emergency Services Director on subject plan;
- B. Conceptually approve the Dorchester County Flood Mitigation Plan.

**Discussion:**

The purpose of a Flood Mitigation Plan is to assist State and local governments in funding cost-effective actions that reduce or eliminate the long-term risk of flood damage to buildings, manufactured homes, and other insured structures. The long-term goal of Flood Mitigation Assistance (FMA) is to reduce or eliminate claims under the National Flood Insurance Program (NFIP) through mitigation activities. Dorchester County is required to ask local jurisdictions for their approval of the plan.

The key federal requirements for the County Flood Mitigation Plan include:

- Description of the existing flood hazard and identification of the flood risk, including estimates of the number and type of structures at risk, repetitive loss properties, and the extent of flood depth and damage potential.
- Identification and description of floodplain management goals for the area covered by the plan.
- Identification and evaluation of cost-effective and technically feasible mitigation actions considered.
- Presentation of the strategy for reducing flood risks and continued compliance with the National Flood Insurance Program (NFIP), and procedures for ensuring implementation, reviewing progress, and recommending revisions to the plan.

The Planning Committee included representatives of several jurisdictions including the City of Cambridge.

The Report presents several mitigation strategies but designates the following as high priorities.

- Encourage property owners to elevate structures
- Potential acquisition and open space
- Sea level rise vulnerability study
- Municipal participation in FEMA Community Rating System (CRS) –

Cambridge is one of the Municipalities that currently does not participate in the CRS.

### **Community Rating System (CRS)**

The National Flood Insurance Program (NFIP) Community Rating System (CRS) is a voluntary incentive program that recognizes and encourages community floodplain management activities that exceed the minimum NFIP requirements. As a result, flood insurance premium rates are discounted to reflect the reduced flood risk resulting from the community actions meeting the three goals of the CRS: (1) reduce flood losses; (2) facilitate accurate insurance rating; and (3) promote the awareness of flood insurance.

Dorchester County is currently applying for eligibility in the Community Rating System. For CRS participating communities, flood insurance premium rates are discounted in increments of 5%; i.e., a Class 1 community would receive a 45% premium discount, while a Class 9 community would receive a 5% discount (a Class 10 is not participating in the CRS and receives no discount). The CRS classes for local communities are based on 18 creditable activities, organized under four categories.

A fact sheet is attached to this report.

The full Dorchester County 2017 Flood Mitigation Plan is available in hard copy at City Hall, City Manager's Office for public review.





# FEMA

# Fact Sheet

Federal Insurance and Mitigation Administration

## Community Rating System

June 2017

*The National Flood Insurance Program (NFIP) Community Rating System (CRS) was implemented in 1990 as a voluntary program for recognizing and encouraging community floodplain management activities exceeding the minimum NFIP standards. Any community in full compliance with the minimum NFIP floodplain management requirements may apply to join the CRS.*

### 1,444 Communities Participate in the CRS

Nearly 3.6 million policyholders in 1,444 communities participate in the CRS by implementing local mitigation, floodplain management, and outreach activities that exceed the minimum NFIP requirements.

Under the CRS, flood insurance premium rates are discounted to reward community actions that meet the three goals of the CRS, which are: (1) reduce flood damage to insurable property; (2) strengthen and support the insurance aspects of the NFIP; and (3) encourage a comprehensive approach to floodplain management.

Although CRS communities represent only 5 percent of the over 22,000 communities participating in the NFIP, more than 69 percent of all flood insurance policies are written in CRS communities.

### CRS Classes

The CRS uses a Class rating system that is similar to fire insurance rating to determine flood insurance premium reductions for residents. CRS Classes\* are rated from 9 to 1. Today, most communities enter the program at a CRS Class 9 or Class 8 rating, which entitles residents in Special Flood Hazard Areas (SFHAs) to a 5 percent discount on their flood insurance premiums for a Class 9 or a 10 percent discount for Class 8. As a community engages in additional mitigation activities, its residents become eligible for increased NFIP policy premium discounts. Each CRS Class improvement produces a 5 percent greater discount on flood insurance premiums for properties in the SFHA.

\* CRS Class changes occur on May 1 and October 1 of each year. The data contained in this fact sheet were current through May 2017.

### Best of the Best

Seven communities occupy the highest levels of the CRS. Each built a floodplain management program tailored to its own particular hazards, character, and goals. Under these programs, each community carries out numerous and varied activities, many of which are credited by the CRS. The average discount in policyholder premiums varies according to a community's CRS Class and the average amount of insurance coverage in place.

- **Roseville, California** was the first to reach the highest CRS rating (Class 1). Floods in 1995 spurred Roseville to strengthen its floodplain management program. Today the City earns points for almost all CRS-creditable activities. The average premium discount for policies in the Special Flood Hazard Area (SFHA) is \$963.
- Comprehensive planning has been a key to **Tulsa, Oklahoma** in reducing flood damage from the dozens of creeks within its jurisdiction. The City (Class 2) has cleared more than 900 buildings from its floodplains. The average SFHA premium discount is \$709.
- **King County, Washington** (Class 2) has preserved more than 100,000 acres of floodplain open space and receives additional CRS credit for maintaining it in a natural state. The average premium discount in the SFHA is \$722.
- **Pierce County, Washington** (Class 2) maintains over 80 miles of river levees. The County mails informational brochures to all floodplain residents each year. The average premium discount in the SFHA is \$846.
- **Fort Collins, Colorado** (Class 2) uses diverse approaches to keep its large student population informed. Identifying and protecting critical facilities and continually improving its GIS system help the city maintain its exemplary program. The average premium discount in the SFHA is \$703.
- **Sacramento County, California**, has steadily improved its rating since joining the CRS in 1992. Now a Class 2, the County's more significant activities are diligent public outreach on protecting waterways, purchasing flood insurance, and preparing for floods. The average premium discount in the SFHA is \$395.
- **Thurston County, Washington**, has a history of planning for hazard mitigation, watershed protection, and open space. Combining that with strict development standards and stormwater management has helped the County achieve Class 2. The average premium discount in the SFHA is \$577.

## CRS Credit

A community accrues points to improve its CRS Class rating and receive increasingly higher discounts. Points are awarded for engaging in any of 19 creditable activities, organized under four categories:

- Public information
- Mapping and regulations
- Flood damage reduction
- Warning and response.

Formulas and adjustment factors are used to calculate credit points for each activity.

The communities listed below are among those that have qualified for the greatest premium discounts:

Class 1: Roseville, California

Class 2: Sacramento County, California  
Fort Collins, Colorado  
Tulsa, Oklahoma  
King County, Washington  
Pierce County, Washington  
Thurston County, Washington

Class 3: Louisville–Jefferson County, Kentucky  
Ocala, Florida

Class 4: Charlotte, North Carolina  
Palm Coast, Florida  
Charleston County, South Carolina  
Maricopa County, Arizona

## Benefits of the CRS

Lower cost flood insurance rates are only one of the rewards a community receives from participating in the CRS. Other benefits include:

- Citizens and property owners in CRS communities have increased opportunities to learn about risk, evaluate their individual vulnerabilities, and take action to protect themselves, as well as their homes and businesses.
- CRS floodplain management activities provide enhanced public safety, reduced damage to property and public infrastructure, and avoidance of economic disruption and loss.
- Communities can evaluate the effectiveness of their flood programs against a nationally recognized benchmark.

- Technical assistance in designing and implementing some activities is available to community officials at no charge.
- CRS communities have incentives to maintain and improve their flood programs over time.

## How to Apply

To apply for CRS participation, a community must initially inform the Federal Emergency Management Agency (FEMA) Regional Office of its interest in applying to the CRS and will eventually submit a CRS application, along with documentation that shows it is implementing the activities for which credit is requested. The application is submitted to the Insurance Services Office, Inc. (ISO)/CRS Specialist. ISO works on behalf of FEMA and insurance companies to review CRS applications, verify communities' credit points, and perform program improvement tasks.

A community's activities and performance are reviewed during a verification visit. FEMA establishes the credit to be granted and notifies the community, the State, insurance companies, and other appropriate parties.

Each year, the community must verify that it is continuing to perform the activities that are being credited by the CRS by submitting an annual recertification. In addition, a community can continue to improve its Class rating by undertaking new mitigation and floodplain management activities that earn even more points.

## CRS Training

CRS Specialists are available to assist community officials in applying to the program and in designing, implementing, and documenting the activities that earn even greater premium discounts. A week-long CRS course for local officials is offered free at FEMA's Emergency Management Institute (EMI) on the National Emergency Training Center campus in Emmitsburg, Maryland, and can be field deployed in interested states. A series of webinars is offered throughout the year.

### For More Information

A list of resources is available at the CRS website: [www.fema.gov/national-flood-insurance-program-community-rating-system](http://www.fema.gov/national-flood-insurance-program-community-rating-system). For more information about the CRS or to obtain the CRS application, contact the Insurance Services Office by phone at (317) 848-2898 or by e-mail at [nfipcrs@iso.com](mailto:nfipcrs@iso.com).

## Council Agenda Report

**Date:** January 22, 2018  
**Prepared by:** Lisa Jones, Executive Assistant  
**Submitted by:** Interim-Chief Wayne Bromwell, N.A.  
**SUBJECT:** Teen Court Grant Award

**Recommendation:** That Council:

- A. Appropriate \$4,500.00 into the 2018 General Fund and
- B. Increase the Cambridge Police Department Budget by \$4,500.00 for the Teen Court Grant.

**Discussion:** The Police Department has received overtime revenue from the Department of Juvenile Services to cover the expense of Fiscal Year 2018's First Quarter Teen Court Program. This is for overtime cost for a coordinator to monitor intake of offenders, coordinate court dates with the teens and parents, and keep track of community service assigned to respondents.

**Fiscal Impact:** Approximately \$344.25 of FICA taxes will be included in conjunction with the grant which is included in the budget.

**Approved:** 



Agenda Item No. 12

Date: 01/22/2018

January 17, 2018

**FOR IMMEDIATE RELEASE**

**Cambridge Residents Invited to Community Design Charrettes and Kick-Off Event for Cannery Park**

The Eastern Shore Land Conservancy (ESLC) and its project partners will host two community design charrettes, as well as a project kick-off event, to celebrate and gather community input for Cannery Park. The park, which will be located adjacent to the former Phillips Packing Co.'s last remaining building (soon to be known as The Packing House), is the culmination of a planning and funds-seeking process that has been in the works for approximately seven years.

The media kick-off event will happen at 11am on Tuesday, January 23<sup>rd</sup> at 411 Dorchester Avenue. All residents, local businesses, and members of the media are encouraged to attend to find out more about the future park, and about Parker Rodriguez – the Alexandria, VA-based landscape architecture firm that has been selected to design and create Cannery Park.

The two community design charrettes will be open to the public in an effort to capture feedback and input on the design of Cannery Park's master plan, as well as to provide updates on Cambridge's newest public space. The first charrette will be held from 6:30 to 7:30pm on Tuesday, January 23<sup>rd</sup> at the Cambridge Empowerment Center, located at 615 B Pine Street. The second charrette will be held at 6:30pm on Thursday, January 25<sup>th</sup> at the Public Safety Building, located at 8 Washington Street.

Along with ESLC staff, members from the City of Cambridge, Dorchester County, Cross Street Partners, and Parker Rodriguez will be in attendance during all of the week's events. The restoration of Cambridge Creek, along with the removal of an inactive railroad line so as to create a rail trail connecting the park to downtown, will be among the first action items in the creation of the new park.

Parker Rodriguez was founded in 1996 as a full service land planning, landscape architecture, and urban design firm serving public and private clients across the U.S. The firm has a strong record of working in close collaboration with public planners, citizens, architects, and artists during its projects, which has led to landscape design that is imaginative, sensitive to the community, and authentic to place – all reasons that the firm was selected from the many who submitted proposals. The firm is also known to be deeply informed by principles of sustainability, believing that good design and ecological effectiveness are not mutually exclusive.

For more information about the media event on January 23<sup>rd</sup>, please contact ESLC's Communication Manager David Ferraris at [dferraris@eslc.org](mailto:dferraris@eslc.org) or 410.690.4603 x165. For questions regarding the community design charrettes, please contact ESLC's Community Projects Manager Elizabeth Carter at [ecarter@eslc.org](mailto:ecarter@eslc.org) or 410.690.4603 x152.

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**Eastern Shore Land Conservancy**

Eastern Shore Land Conservancy (ESLC) is a 501(c)3 nonprofit land conservation organization committed to preserving and sustaining the vibrant communities of the Eastern Shore and the lands and waters that connect them. More at [www.eslc.org](http://www.eslc.org).