THE CITY OF FROSTBURG
Mayor and Council Meeting Agenda

Tuesday, November 17, 2026 at 5:30 PM

Frostburg Municipal Center Meeting Room 100
37 S. Broadway, Frostburg, MD 21532

Mayor Todd J. Logsdon

Will Coburn, Commissioner of Public Works

Nina Forsythe, Commissioner of Water, Parks, and Recreation

Kevin G. Grove, Commissioner of Public Safety

Jennifer Smouse, Commissioner of Finance

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Frostburg Blessing**
4. **Roll Call**
5. **Approval of the Agenda**
6. **Approval of the Minutes**
   - **A.** Minutes from the October Council Meeting.

     Motion and Second to Approve the Minutes for the October Council Meeting.
7. **Special Presentations and Requests**
   - **A.** Solar Simplified.
   - **B.** Municipal Government Works Month Proclamation
8. **Mayor and Commissioners Reports**
   - **A.** Monthly Reports of the City Departments.

     Motion and Second to Approve Monthly Reports of the City Departments; Vote of the Mayor and City Council.
9. **Public Hearings**
   - **A.** Combined Sewer Overflow Monthly Public Hearing
   - **B.** **Ordinance 2026-08** Designating Accessory Dwelling Units as a Permitted Use on Any Lot With an Existing Single-Family Detached Dwelling Unit. Jon Miller, Director of Community Development.
10. **Old Business**
    - **A.** **Ordinance 2026-08** Designating Accessory Dwelling Units as a Permitted Use on Any Lot With an Existing Single-Family Detached Dwelling Unit. Jon Miller, Director of Community Development.

      Motion and Second to Approve Ordinance 2026-08 on Second Reading; PUBLIC COMMENT; Vote of the Mayor and City Council.

11. **New Business**

    A. **Resolution 2026-48** Approving the Renewal of a Contract with Percy Public Affairs, LLC. Patrick O'Brien, City Administrator.

    Motion and Second to Approve Resolution 2026-48; PUBLIC COMMENT; Vote of the Mayor and City Council.

    B. **Resolution 2026-49** Approving a Commercial Tax Credit for Evergreen Associates, LLC for the Hill Street Development Project. Amy Phillips, CPA, Director of Finance.

    Motion and Second to Approve Resolution 2026-49; PUBLIC COMMENT; Vote of the Mayor and City Council.

    C. **Resolution 2026-50** Authorizing Individuals to Execute Documents to Participate in Certain Opioid Settlements. Patrick O'Brien, City Administrator.

    Motion and Second to Approve Resolution 2026-50; PUBLIC COMMENT; Vote of the Mayor and City Council.

12. **Open Public Comment**
13. **Announcements**
14. **Adjournment**

THE CITY OF FROSTBURG
Mayor and Council Meeting Minutes

Tuesday, October 20, 2026 at 5:50 PM

Frostburg Municipal Center Meeting Room 100
37 S. Broadway, Frostburg, MD 21532

Mayor Todd J. Logsdon
Will Coburn, Commissioner of Public Works
Nina Forsythe, Commissioner of Water, Parks, and Recreation
Kevin G. Grove, Commissioner of Public Safety
Jennifer Smouse, Commissioner of Finance

1. Call to Order

Mayor Logsdon called the meeting to order at 5:30 pm.

2. Pledge of Allegiance

3. Frostburg Blessing

4. Roll Call

PRESENT
Mayor Todd Logsdon
Commissioner of Public Works Will Coburn
Commissioner of Public Safety Kevin Grove
Commissioner of Water, Parks and Recreation Nina Forsythe
Commissioner of Finance Jennifer Smouse

5. Approval of the Agenda

Motion made by Commissioner of Water, Parks and Recreation Forsythe, Seconded by Commissioner of Public Safety Grove.
Voting Yea: Mayor Logsdon, Commissioner of Public Works Coburn, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Finance Smouse

6. Approval of the Minutes

A. Minutes from the September Council Meeting.

Motion and Second to Approve the Minutes for the September Council Meeting.

Motion made by Commissioner of Finance Smouse, Seconded by Commissioner of Public Works Coburn.
Voting Yea: Mayor Logsdon, Commissioner of Public Works Coburn, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Finance Smouse

7. Special Presentations and Requests

A. Proclamation: Light It Up Orange Day

8. Mayor and Commissioners Reports

A. Monthly Reports of the City Departments.

Motion and Second to Approve Monthly Reports of the City Departments; Vote of the Mayor and City Council.

Motion made by Commissioner of Public Works Coburn, Seconded by Commissioner of Water, Parks and Recreation Forsythe.
Voting Yea: Mayor Logsdon, Commissioner of Public Works Coburn, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Finance Smouse

9. Public Hearings

A. Combined Sewer Overflow Monthly Public Hearing

B. Public Hearing: Ordinance 2026-07 Establishing Legislation Pertaining to the Operation of Bicycles, Recreational Conveyances, and Personal Delivery Devices.

Ms. Kelly - 283 East Main

Would like the ban to be all the way down to Main Street. Wants to know how we will be able to enforce it if when police are called the people are gone.

Ms. Karen Reidler (Submitted via Letter)

Expressed concern about the impact of this ordinance on tourism with individuals from the trail if enforcement leads to citations for visitors.

10. Old Business

A. Ordinance 2026-07 Establishing Legislation Pertaining to the Operation of Bicycles, Recreational Conveyances, and Personal Delivery Devices. Patrick O'Brien, City Administrator.

Motion and Second to Amend Ordinance 2026-07, subsection D, Section 2 to delete "From Water Street to Bowery Street."

Motion made by Commissioner of Public Safety Grove, Seconded by Commissioner of Water, Parks and Recreation Forsythe.
Voting Yea: Mayor Logsdon, Commissioner of Public Works Coburn, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Finance Smouse

Motion and Second to Approve Ordinance 2026-07 on Second Reading; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Public Safety Grove, Seconded by Commissioner of Water, Parks and Recreation Forsythe.
Voting Yea: Mayor Logsdon, Commissioner of Public Works Coburn, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Finance Smouse

11. New Business

A. Ordinance 2026-08 Designating Accessory Dwelling Units as a Permitted Use on Any Lot With an Existing Single-Family Detached Dwelling Unit. Jon Miller, Director of Community Development.

Motion and Second to Approve Ordinance 2026-08 on First Reading and Set the November 17, 2026 Council Meeting as an advertised Public Hearing; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Public Works Coburn, Seconded by Commissioner of Finance Smouse.
Voting Yea: Mayor Logsdon, Commissioner of Public Works Coburn, Commissioner of Public

Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Finance Smouse

B. Resolution 2026-46 Authorizing a Cost Share Agreement with Evergreen Associates, LLC for the Installation of a Sidewalk on Welsh Street. Hayden Lindsey, Director of Public Works.

Motion and Second to Approve Resolution 2026-46; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Public Works Coburn, Seconded by Commissioner of Finance Smouse.
Voting Yea: Mayor Logsdon, Commissioner of Public Works Coburn, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Finance Smouse

C. Resolution 2026-47 Approving the Desigination of a Plan Administrator for MissionSquare Retirement Accounts. Amy Phillips, CPA, Director of Finance

Motion and Second to Approve Resolution 2026-47; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Finance Smouse, Seconded by Commissioner of Water, Parks and Recreation Forsythe.
Voting Yea: Mayor Logsdon, Commissioner of Public Works Coburn, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Finance Smouse

12. Open Public Comment

13. Announcements

A. National Prescription Drug Take Back Day - Saturday, October 24, 2026 from 10:00 am - 2:00 pm at the Frostburg Elks Lodge.

Halloween Parade - Thursday, October 29, 2026 at 6:00 pm.

Election Day - Tuesday, November 3, 2026

Veterans Day - City Hall Closed - Wednesday, November 11, 2026

Trick or Treating - October 31st

Check out the City of Frostburg Facebook page for additional activities.

14. Adjournment

Mayor Logsdon adjourned the meeting at 6:37 pm.

City of Frostburg
Monthly Reports

For the month of October 2026
Reports from the Departments of:

Community Development
Finance
Parks and Recreation
Street
Water
Police

CITY OF FROSTBURG
Monthly Report: Community Development Department
For the Month of: October 2026
Submitted by: Jon Miller, Director of Community Development; Jamie Klink, Planner; Autumn Bevans, Rental Housing Program Coordinator; Jay Hovatter, Code Enforcement Officer/Rental Housing Inspector

Permits

Please see attached permit report.

Rental Housing

Rental Housing Update for October

All registrations are in, citations issued are paid in full.

- Mailing address and email address updates were made for property owners who needed them.
- Updating iWorQ and Rental Housing Spreadsheet to reflect new and/or updated information for rental owners/agents.
- Provided Rental Housing welcoming materials to new property owners and rental properties brought into the program.
- Owner and Agent list was provided to property owners searching for new management agencies.
- Continued providing inspection notices for B-2 cycle property owners and agents. 74 of 116 inspections have been completed and 20 are currently scheduled to be completed as of 11/13/26.
- Notices regarding the 2027 Rental Housing Registration were mailed to property owners. To date, 39 properties have been registered for the 2027 registration year.
- 7 Citations issued for non-compliance scheduling required triennial inspection (Not Paid), transmitted to court. Court Date July 20th 2026

Code Enforcement

- Detailed code enforcement action reports are attached. Please note that the Phone Call/Emails in the Activity Report reflect calls and emails from complainants, property owners, and/or tenants related to code enforcement matters.

Boards and Commissions

- *Historic District Commission* – The Historic District Commission met on Wednesday, October 21 to discuss a roof replacement project at 27 Frost Avenue, involving the replacement of an asphalt shingle roof with a new metal roof. The project was unanimously approved. Staff also discussed an administrative approval for an in-kind roof replacement project at 152 E. Main Street.

- *Planning Commission* – The Frostburg Planning Commission met on Wednesday, October 14 to discuss a proposed text amendment to the Frostburg Zoning Ordinance pertaining to Accessory Structures. The proposed amendment would require that accessory structures over 15 feet high would be required to follow the same setback requirements as primary structures, otherwise, these structures would need to be approved by the Board of Zoning Appeals as a Special Exception Use. The Planning Commission voted to unanimously approve the proposed text amendment, to be forwarded to the Mayor & Council for presentation at an upcoming Mayor & Council meeting.

  Staff also gave an update on the Comprehensive Plan, stating that the consultant had completed the final draft of the plan and they have submitted the plan to the MD Department of Planning for their review and comment.

- *Board of Zoning Appeals* – The Board of Zoning Appeals did not meet in October due to a lack of applications received.

- *Green Team* – The Green Team met on Thursday, October 8 to discuss updates on the Sustainable Maryland recertification, the Sustainability Tour scheduled on October 17 and related tasks required in preparation of the tour, scheduling for potential Swap events, scheduling a Litter Walk/Downtown Cleanup, and other Green Team administrative matters. Additional agenda topics included our local Green Schools, and discussion was also held on the relationship between Green Team efforts and municipal resilience.

Director's Report:

Meetings, Webinars, Conferences, and Trainings Attended:

- October 6th – Senior Staff Meeting
- October 7th – Green Team
- October 7th – Frostburg First
- October 13th – City Staff Meeting
- October 13th – Work Session
- October 14th – Planning Commission
- October 20th – Senior Staff Meeting
- October 20th – Mayor and Council Meeting
- October 21st – Braddock Middle School Tour
- October 21st - Historic District Commission
- October 26th – N. Water St/Mead Hunt Site Visit

Director's Current Project Updates:

- ***Comprehensive Plan Re-Write*** – Wallace Montgomery submitted to MDP for their review.

- ***Center St*** – Development Agreement sent to Urban Lab Architecture for their review.

- ***Town House Project*** – Mead Hunt Started Work October 26th

- ***Record Retention*** - Community Development Department record retention documentation for State of Maryland Review

- ***Sustainable Maryland Recertification*** –Second Revision submitted 9/25.

Permit Report

10/01/2026 - 10/31/2026

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Burning		209 ALBERT AVE	Burning Brush	Closed
Utilities	Open Cut	139 SPRING ST	139 Spring St. Frostburg, MD 21532, Abandon gas service	Closed
Burning		38 W COLLEGE AVE	Burning Brush	Closed
Building	Retaining Wall	401 GRANDVIEW DR	48" Retaining Wall Construction	Pending
Grading	Minor Grading	127 PINE ST	Grading a 30' x 30' Area	Closed
Building		10601 NEW GEORGES CREEK RD	Convenience Store and Fuel Canopy Rebuild	Pending
Fence		121 BOWERY ST	Installation of a 6' Black Chain Link Fence	Closed
Building	Renovation/Conversion	185 BOWERY ST	Installation of smart jacks - floor support system	Pending
Building	Accessory Structure	500 GRANDVIEW DR	Construction of a 7' x 7' Metal Reinforced Resin Storage Shed	Closed
Certificate of Appropriateness		27 FROST AVE	Replacement of asphalt shingle roofing with graphite metal roofing	Closed
Grading	Minor Grading	90 W MAIN ST	Grading a 15' x 40' area to fill in an existing concrete pool	Closed
Grading	Minor Grading	427 CRESTVIEW DR	Grading a 2,124 area for driveway relocation	Closed

Total Records: 12

11/13/2026

Location Inspection Detail Report

10/01/2026 - 10/31/2026

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspection Status
142 E. College Avenue	1	10/29/2026	Rental Unit Inspection	Re Inspection 142 E. College Avenue	10/29/2026	*Pending (Smoke Alarms)
185 Bowery Street	1	10/27/2026	Rental Unit Inspection	Re-Inspection 185 Bowery Extended	10/27/2026	Fail
185 Bowery Street	1	10/26/2026	Rental Unit Inspection	185 Bowery Street Extended Erika Kelley 301-467-4753	10/26/2026	*Pending (Smoke Alarms)
85 S. Broadway	0	10/22/2026	Rental Unit Inspection	Rental Unit Inspection Requested by Tenant Eric Gamble. 804-363-1237. This property has never been registered as a rental unit or inspected.	10/22/2026	Fail
15 Lee Street	1	10/22/2026	Rental Unit Inspection	Rental Unit inspection 15 Lee Street	10/27/2026	Fail
89 E. Main Street	1	10/22/2026	Rental Unit Inspection	Rental Unit Inspection 89 E. Main	10/30/2026	*Pending (Smoke Alarms)
142 E. College Avenue	1	10/21/2026	Rental Unit Inspection	Rental Unit Inspection 142 E. College Avenue	10/23/2026	*Pending (Smoke Alarms)

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspec Status
164 E. College Avenue	1	10/14/2026	Rental Unit Inspection	164 E College New Wave Property Management	10/14/2026	Fail
35 Mt. Pleasant Street	1	10/2/2026	Rental Unit Inspection	35 Mt. Pleasant St. Betsey Delozier 301-697-3445	10/2/2026	Fail
24 Chestnut Street	1	10/1/2026	Rental Unit Inspection	Rental Unit Inspection 24 Chestnut	10/15/2026	Fail

Total Records: 10 **11/13/2026**

Case Activity Report

10/01/2026 - 10/31/2026

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
Group: Court					
10/13/2026	06/17/2026	14 W MAIN ST	Trash Storage	Court	Citation Issued
					Group Total: 1
Group: Door Hanger					
10/22/2026	07/13/2026	85 S. Broadway	Illegal Rental	Door Hanger	Lien
					Group Total: 1
Group: Inspection					
10/22/2026	07/13/2026	85 S. Broadway	Illegal Rental	Inspection	Lien
10/20/2026	10/28/2026	73 BOWERY ST	Overgrown, debris in yard. fencing	Inspection	Resolved
10/20/2026	Referred to FPD	102 HEARTWOOD DR	Parking issue	Inspection	Referred to FPD
10/20/2026	Referred to FPD	101 Meshach Frost Village	Unregistered/ disabled vehicles	Inspection	Referred to FPD
10/16/2026	10/12/2026	51 W MAIN ST	Unregistered/ disabled motor vehicles	Inspection	Monitoring
10/15/2026		100 HONEYSUCKLE LANE	Mold issue	Inspection	Investigation
10/14/2026		100 HONEYSUCKLE LANE	Mold issue	Inspection	Investigation
					Group Total: 7

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
Group: Issue Citation(s)					
10/28/2026	07/13/2026	85 S. Broadway	Illegal Rental	Issue Citation (s)	Lien
					Group Total: 1
Group: Phone Call/Email					
10/20/2026	Referred to FPD	101 Meshach Frost Village	Unregistered/ disabled vehicles	Phone Call/Email	Referred to FPD
10/14/2026	10/21/2026	125 Bowery Street	Furniture	Phone Call/Email	First Warning
10/14/2026	06/15/2026	148 MAPLE ST	Furniture, Unlicensed Rental unit	Phone Call/Email	Final Warning
10/1/2026		110 W MAIN ST	Outdoor storage	Phone Call/Email	Resolved
					Group Total: 4
Group: Send Letter					
10/22/2026	07/13/2026	85 S. Broadway	Illegal Rental	Send Letter	Lien
					Group Total: 1

Total Records: 15

11/13/2026

Case Activity Report

10/01/2026 - 10/31/2026

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
Group: Court					
10/13/2026	06/17/2026	14 W MAIN ST	Trash Storage	Court	Citation Issued
					Group Total: 1
Group: Door Hanger					
10/22/2026	07/13/2026	85 S. Broadway	Illegal Rental	Door Hanger	Lien
					Group Total: 1
Group: Inspection					
10/22/2026	07/13/2026	85 S. Broadway	Illegal Rental	Inspection	Lien
10/20/2026	10/28/2026	73 BOWERY ST	Overgrown, debris in yard. fencing	Inspection	Resolved
10/20/2026	Referred to FPD	102 HEARTWOOD DR	Parking issue	Inspection	Referred to FPD
10/20/2026	Referred to FPD	101 Meshach Frost Village	Unregistered/ disabled vehicles	Inspection	Referred to FPD
10/16/2026	10/12/2026	51 W MAIN ST	Unregistered/ disabled motor vehicles	Inspection	Monitoring
10/15/2026		100 HONEYSUCKLE LANE	Mold issue	Inspection	Investigation
10/14/2026		100 HONEYSUCKLE LANE	Mold issue	Inspection	Investigation
					Group Total: 7

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
Group: Issue Citation(s)					
10/28/2026	07/13/2026	85 S. Broadway	Illegal Rental	Issue Citation (s)	Lien
					Group Total: 1
Group: Phone Call/Email					
10/20/2026	Referred to FPD	101 Meshach Frost Village	Unregistered/ disabled vehicles	Phone Call/Email	Referred to FPD
10/14/2026	10/21/2026	125 Bowery Street	Furniture	Phone Call/Email	First Warning
10/14/2026	06/15/2026	148 MAPLE ST	Furniture, Unlicensed Rental unit	Phone Call/Email	Final Warning
10/1/2026		110 W MAIN ST	Outdoor storage	Phone Call/Email	Resolved
					Group Total: 4
Group: Send Letter					
10/22/2026	07/13/2026	85 S. Broadway	Illegal Rental	Send Letter	Lien
					Group Total: 1

Total Records: 15

11/13/2026

CITY OF FROSTBURG

OCTOBER 2026 BUDGET REPORT

Note: Audit adjustments for the year ended 06/30/26 are incomplete.

Account Id	Account Description	FY 27 Budget	October 2026 Rev/Expd	YTD Rev/Expd	% Earmed/ % Incurred
01-000-4000	TAXES-REAL ESTATE	3,240,000.00	0	3,266,372.07	100.8
01-000-4001	PERSONAL PROPERTY TAXES	6,000.00	0	408.45	6.8
01-000-4002	PUBLIC UTILITY TAXES	220,000.00	0	0	0.0
01-000-4003	CORPORATION TAXES	85,000.00	0	31,068.30	36.6
01-000-4004	PRIOR YEAR TAXES	1,000.00	0	-1,528.35	-152.8
01-000-4005	TRAILER TAX	1,680.00	0	420.00	25.0
01-000-4010	INTEREST ON TAXES	35,000.00	11,468.50	23,221.34	66.4
01-000-4012	TAX ABATEMENTS	-3,000.00	0	0	0.0
01-000-4020	MARYLAND INCOME TAXES	700,000.00	8,156.45	132,921.33	19.0
01-000-4021	ADMISSION TAXES	15,000.00	0	742.74	5.0
01-000-4022	HOTEL MOTEL TAX	155,000.00	36,879.89	76,312.49	49.2
01-000-4023	HIGHWAY USE TAX	569,000.00	0	132,624.29	23.3
01-000-4024	COAL TAX	2,500.00	0	0	0.0
01-000-4025	HOUSING AUTHORITY	12,000.00	0	0	0.0
01-000-4027	PAYMENT IN LIEU OF TAXES	3,900.00	0	0	0.0
01-000-4031	LIQUOR LICENSES	10,000.00	128.25	9,989.25	99.9
01-000-4032	TRADERS LICENSES	10,000.00	20.69	560.50	5.6
01-000-4040	POLICE GRANTS	40,000.00	200.00	7,983.28	20.0
01-000-4041	PARKING REVENUE	500.00	0	0	0.0
01-000-4043	POLICE PROTECTION GRANTS	100,000.00	0	31,648.00	31.7
01-000-4045	FINES & FORFEITURES	4,500.00	805.00	1,810.00	40.2
01-000-4047	FROSTBURG STATE UNIV - MOU	10,000.00	0	0	0.0
01-000-4049	SCHOOL RESOURCE REIMBURSEMENT	30,000.00	0	3,783.04	12.6
01-000-4050	PERMITS, PLANNING, ETC	2,500.00	170.00	1,495.00	59.8
01-000-4051	BUILDING PERMITS	3,000.00	16,016.80	18,191.80	606.4
01-000-4052	RENTAL REGISTRATION	90,000.00	1,680.00	2,384.00	2.7
01-000-4054	CONSTRUCTION INSPECTIONS	30,000.00	23,400.00	28,325.00	94.4
01-000-4055	CODE ENFORCEMENT CITATIONS	3,000.00	0	3,640.44	121.4
01-000-4056	COMM DEV GRANT REVENUE	65,000.00	0	0	0.0
01-000-4060	SWIMMING POOL	65,000.00	0	33,374.20	51.3
01-000-4062	DAY CAMP REGISTRATIONS	18,750.00	0	9,161.00	48.9
01-000-4063	RECREATION ACTIVITIES	22,000.00	2,429.00	11,139.00	50.6
01-000-4200	OPERATING TRANSFER - WATER FUND	147,200.00	12,266.67	49,066.68	33.3
01-000-4201	OPERATING TRANSFER - SEWER FUND	299,500.00	24,958.33	99,833.32	33.3
01-000-4202	OPERATING TRANSFER - GARBAGE FUND	27,600.00	2,300.00	9,200.00	33.3
01-000-4250	NSF FEES	1,500.00	190.00	620.00	41.3
01-000-4301	RENTS	111,000.00	8,124.86	33,624.44	30.3
01-000-4302	HRD APPROPRIATION	10,800.00	0	901.00	8.3
01-000-4303	FRANCHISES - GAS, TV, ETC	68,000.00	0	16,162.57	23.8
01-000-4304	MISCELLANEOUS REVENUE	4,000.00	170.00	133,030.38	3,325.8
01-000-4306	PROJECT REIMBURSEMENT	1,570,803.00	25,000.00	25,500.00	1.6
01-000-4307	INSURANCE REIMBURSEMENTS	0.00	593.92	593.92	0.0
01-000-4315	PROCEEDS FROM FUND BALANCE	102,577.00	0	0	0.0
01-000-4317	SPECIAL REVENUE	60,000.00	0	0	0.0
01-000-4600	INTEREST INCOME	495,000.00	39,422.53	114,902.41	23.2
	CORPORATE FUND Revenue Totals	**8,445,310.00**	**214,380.89**	**4,309,481.89**	
	EXECUTIVE				
01-100-5000	SALARIES	22,200.00	1,850.00	7,400.00	33.3
01-100-5010	SOCIAL SECURITY	1,700.00	141.55	566.20	33.3
01-100-5012	WORKERS COMP	150.00	0	0	0.0
01-100-5050	LEGISLATIVE CONTINGENCIES	6,000.00	0	433.14	7.2
01-100-5104	INSURANCE - PUBLIC OFFICIALS	10,500.00	1,063.75	4,255.00	40.5
01-100-5150	TRAINING	3,500.00	0	0	0.0
01-100-5160	TRAVEL	5,000.00	0	1,144.09	22.9
01-100-5185	PROFESSIONAL FEES	30,000.00	2,083.00	16,100.00	53.7
	100 Executive	**79,050.00**	**5,138.30**	**29,898.43**	
	ADMINISTRATIVE				
01-110-5000	SALARIES	174,000.00	12,544.01	48,496.03	27.9
01-110-5010	SOCIAL SECURITY	13,350.00	940.20	3,622.58	27.1
01-110-5011	PENSION	21,750.00	0	0	0.0
01-110-5012	WORKERS COMP	425.00	0	0	0.0
01-110-5013	INSURANCE - HEALTH	30,600.00	825.95	2,981.68	9.7
01-110-5014	INSURANCE - HEALTH RETIREE	17,300.00	1,310.07	79,173.93	457.7
01-110-5015	CONTRIBUTION - 457	2,000.00	125.44	562.66	28.1
01-110-5030	EMPLOYEE WELLNESS	8,500.00	145.47	378.48	4.5
01-110-5050	RESERVE FOR CONTINGENCIES	10,000.00	46.36	3,928.33	39.3
01-110-5102	INSURANCE - GEN LIAB	200.00	14.75	59.00	29.5

Account Id	Account Description	FY 27 Budget	October 2026 Rev/Expd	YTD Rev/Expd	% Earmed/ % Incurred
01-110-5105	INSURANCE - PROPERTY	10,000.00	848.28	3,393.12	33.9
01-110-5106	INSURANCE - AD&D AND LIFE	4,500.00	0	0	0.0
01-110-5111	CONTRIBUTIONS - TOURISM	125,000.00	0	48,274.91	38.6
01-110-5150	TRAINING	2,500.00	0	0	0.0
01-110-5160	TRAVEL	3,000.00	208.65	208.65	7.0
01-110-5185	PROFESSIONAL FEES	1,100.00	0	723.00	65.7
01-110-5191	COMMUNICATIONS	12,000.00	1,754.93	3,738.78	31.2
01-110-5200	ADVERTISING	6,400.00	0	0.00	0.0
01-110-5205	LEGAL	45,000.00	3,930.90	16,492.40	36.7
01-110-5207	PENSION ADMINISTRATIVE FEE	7,800.00	0	0	0.0
01-110-5210	OFFICE SUPPLIES	11,000.00	1,334.05	5,049.63	45.9
01-110-5220	POSTAGE	28,000.00	0	8,406.53	30.0
01-110-5230	COMPUTER EXPENSE	14,000.00	884.50	3,645.25	26.0
01-110-5232	IT LICENSING AND FEES	40,500.00	25,186.04	36,280.88	89.6
01-110-5235	DIGITAL ENGAGEMENT	29,000.00	1,601.39	6,405.56	22.1
01-110-5391	PRINCIPAL AND INTEREST ON DEBT SERVICE	154,800.00	0	23,569.20	15.2
01-110-5500	BUILDING - ARMORY	12,000.00	1,978.23	2,612.74	21.8
01-110-5502	BUILDING MAINTENANCE	37,000.00	2,521.11	7,016.99	19.0
01-110-5550	UTILITIES - BUILDING	16,000.00	1,270.86	5,255.59	32.9
01-110-5700	BANK FEES	300.00	0	0	0.0
01-110-5807	CAPITAL OUTLAY	1,500,000.00	0	0	0.0
	110 Administrative	**2,338,025.00**	**57,471.19**	**310,275.92**	
	FINANCE				
01-120-5000	SALARIES	83,000.00	6,341.69	24,668.95	29.7
01-120-5004	CHANGE IN COMPENSATED ABSENCES	0.00	0	76,492.48	0.0
01-120-5010	SOCIAL SECURITY	6,350.00	450.44	1,731.01	27.3
01-120-5011	PENSION	10,250.00	0	0	0.0
01-120-5012	WORKERS COMP	205.00	0	0	0.0
01-120-5013	INSURANCE - HEALTH	9,600.00	6,728.27	77,192.48	804.1
01-120-5015	CONTRIBUTION - 457	650.00	46.08	206.70	31.8
01-120-5102	INSURANCE - GEN LIAB	200.00	14.75	69.00	34.5
01-120-5105	INSURANCE - PROPERTY	4,000.00	318.10	1,272.40	31.8
01-120-5150	TRAINING	1,000.00	62.54	62.54	6.3
01-120-5160	TRAVEL	1,500.00	0	0	0.0
01-120-5185	PROFESSIONAL FEES	1,000.00	0	0	0.0
01-120-5310	AUDITING	95,000.00	0	0	0.0
01-120-5311	ACTUARIAL STUDY	7,000.00	0	0	0.0
01-120-5313	TAX COLLECTION	1,300.00	176.24	361.68	27.8
01-120-5810	RETSA OBLIGATION	30,000.00	0	0	0.0
	120 Finance	**251,055.00**	**14,138.11**	**182,057.24**	
	COMMUNITY DEV				
01-130-5000	SALARIES	119,500.00	9,270.40	36,223.58	30.3
01-130-5010	SOCIAL SECURITY	9,250.00	684.58	2,660.38	28.8
01-130-5011	PENSION	15,000.00	0	0	0.0
01-130-5012	WORKERS COMP	300.00	0	0	0.0
01-130-5013	INSURANCE - HEALTH	22,500.00	181.32	952.98	4.2
01-130-5015	CONTRIBUTION - 457	1,500.00	40.00	180.00	12.0
01-130-5102	INSURANCE - GEN LIAB	200.00	14.75	59.00	29.5
01-130-5105	INSURANCE - PROPERTY	5,000.00	424.14	1,696.56	33.9
01-130-5150	TRAINING	750.00	0	3,436.13	458.2
01-130-5160	TRAVEL	900.00	0	0	0.0
01-130-5185	PROFESSIONAL FEES	750.00	0	150.00	20.0
01-130-5322	PLANNING	15,000.00	0	6,800.00	45.3
01-130-5323	PUBLIC ART	750.00	0	0	0.0
01-130-5822	SPECIAL PROJECTS	5,000.00	0	4,965.00	99.3
	130 Community Dev	**196,400.00**	**10,615.19**	**57,123.63**	
	CODE ENFORCEMENT				
01-140-5000	SALARIES	79,250.00	7,286.40	28,549.44	36.0
01-140-5010	SOCIAL SECURITY	6,250.00	556.48	2,179.83	34.9
01-140-5011	PENSION	10,000.00	0	0	0.0
01-140-5012	WORKERS COMP	2,600.00	0	0	0.0
01-140-5013	INSURANCE - HEALTH	19,700.00	8.06	-174.27	-0.9
01-140-5015	CONTRIBUTION - 457	750.00	72.06	318.24	42.4
01-140-5100	INSURANCE - AUTO	850.00	65.83	263.32	31.0
01-140-5102	INSURANCE - GEN LIAB	200.00	14.75	59.00	29.5
01-140-5105	INSURANCE - PROPERTY	4,000.00	318.10	1,272.40	31.8

CITY OF FROSTBURG

OCTOBER 2026 BUDGET REPORT

Note: Audit adjustments for the year ended 06/30/26 are incomplete.

Account Id	Account Description	FY 27 Budget	October 2026 Rev/Expd	YTD Rev/Expd	% Earmed/ % Incurred
01-140-5150	TRAINING	500.00	0	20.00	4.0
01-140-5160	TRAVEL	500.00	0	0	0.0
01-140-5185	PROFESSIONAL FEES	400.00	0	0	0.0
01-140-5231	SOFTWARE AND SUBSCRIPTIONS	37,700.00	2,458.33	18,166.66	48.2
01-140-5330	CODE ENFORCEMENT	5,000.00	335.20	533.18	10.7
01-140-5331	CONSTRUCTION INSPECT	20,000.00	1,515.00	10,040.00	50.2
01-140-5332	RENTAL INSPECTION	1,000.00	0	0	0.0
01-140-5401	AUTO EXPENSE	600.00	195.21	195.21	32.5
	140 Code Enforcement	**189,300.00**	**12,825.42**	**61,423.01**	
	PUBLIC WORKS ADMIN				
01-150-5000	SALARIES	99,000.00	7,608.27	28,802.03	29.1
01-150-5010	SOCIAL SECURITY	7,600.00	557.32	2,092.13	27.5
01-150-5011	PENSION	11,800.00	0	0	0.0
01-150-5012	WORKERS COMP	1,975.00	0	0	0.0
01-150-5013	INSURANCE - HEALTH	15,200.00	309.71	1,518.70	10.0
01-150-5015	CONTRIBUTION - 457	1,010.00	72.20	323.84	32.1
01-150-5100	INSURANCE - AUTO	850.00	65.25	261.00	30.7
01-150-5102	INSURANCE - GEN LIAB	200.00	14.75	59.00	29.5
01-150-5105	INSURANCE - PROPERTY	2,500.00	212.08	848.32	33.9
01-150-5150	TRAINING	2,750.00	0	0	0.0
01-150-5160	TRAVEL	2,000.00	0	0	0.0
01-150-5185	PROFESSIONAL FEES	2,100.00	0	105.99	5.1
01-150-5193	ONE CALL CONCEPTS	2,200.00	98.82	362.34	16.5
01-150-5340	ENGINEERING EQUIPMENT	3,000.00	463.54	2,555.70	85.2
01-150-5341	MAPPING SUPPLIES	8,000.00	189.65	1,837.96	23.0
01-150-5342	PUBLIC WORKS	7,400.00	0	105.00	1.4
01-150-5400	GAS, OIL, GREASE	3,600.00	482.30	1,664.23	46.2
01-150-5420	FLEET LEASE	10,250.00	842.93	3,385.72	33.0
	150 Public Works Admin	**181,435.00**	**10,916.82**	**43,921.96**	
	PUBLIC SAFETY				
01-160-5000	SALARIES	1,237,000.00	86,740.14	346,158.63	28.0
01-160-5002	SALARIES - POLICE GRANTS	40,000.00	2,433.51	3,899.00	9.8
01-160-5003	COURT TIME	13,000.00	985.04	4,187.62	32.2
01-160-5010	SOCIAL SECURITY	98,750.00	6,660.84	26,026.25	26.4
01-160-5011	PENSION	418,500.00	0	0	0.0
01-160-5012	WORKERS COMP	70,250.00	0	0	0.0
01-160-5013	INSURANCE - HEALTH	191,500.00	15,472.23	55,063.01	28.8
01-160-5015	CONTRIBUTION - 457	7,500.00	602.32	2,750.74	36.7
01-160-5100	INSURANCE - AUTO	9,600.00	794.83	3,179.32	33.1
01-160-5102	INSURANCE - GEN LIAB	1,600.00	133.08	532.32	33.3
01-160-5103	INSURANCE - POLICE PROFESSIONAL	10,500.00	1,008.17	4,032.68	38.4
01-160-5105	INSURANCE - PROPERTY	5,500.00	481.10	1,924.40	35.0
01-160-5150	TRAINING	35,000.00	1,615.80	9,891.65	28.3
01-160-5170	UNIFORMS	13,000.00	199.45	392.45	3.0
01-160-5180	SAFETY EQUIPMENT	1,200.00	90.00	270.00	22.5
01-160-5181	LAW ENFORCEMENT EQUIPMENT	18,500.00	4,077.61	5,080.51	27.5
01-160-5191	COMMUNICATIONS	30,500.00	2,721.04	9,899.50	32.5
01-160-5206	C3I CLERICAL SUPPORT	6,000.00	0	0	0.0
01-160-5210	OFFICE SUPPLIES	5,000.00	3,671.40	4,683.54	93.7
01-160-5230	COMPUTER EXPENSE	8,500.00	0	82.51	1.0
01-160-5350	FSU MOU	10,000.00	0	0	0.0
01-160-5380	POLICE REFORM	31,000.00	0	0	0.0
01-160-5390	MISCELLANEOUS EXPENSE	4,000.00	130.42	594.56	14.9
01-160-5400	GAS, OIL, GREASE	36,000.00	1,814.25	5,118.40	14.2
01-160-5401	AUTO EXPENSE	18,000.00	0	5,492.24	30.5
01-160-5420	FLEET LEASE	75,000.00	4,912.47	20,015.01	26.7
01-160-5502	JAIL AND OFFICE MAINTENANCE	4,000.00	454.89	1,456.22	36.4
01-160-5550	UTILITIES - PUBLIC SAFETY	10,000.00	727.66	2,382.54	23.8
01-160-5851	FIRE DEPT APPROPRIATION	287,195.00	71,798.75	143,597.50	50.0
	160 Public Safety	**2,696,595.00**	**207,525.00**	**656,710.60**	
	PUBLIC WORKS - STREET				
01-170-5000	SALARIES	350,000.00	24,981.62	103,854.28	29.7
01-170-5010	SOCIAL SECURITY	27,000.00	1,813.78	7,498.15	27.8
01-170-5011	PENSION	43,500.00	0	0	0.0
01-170-5012	WORKERS COMP	18,500.00	0	0	0.0
01-170-5013	INSURANCE - HEALTH	73,200.00	1,821.94	4,858.95	6.6

Account Id	Account Description	FY 27 Budget	October 2026 Rev/Expd	YTD Rev/Expd	% Earmed/ % Incurred
01-170-5015	CONTRIBUTION - 457	2,000.00	104.90	520.73	26.0
01-170-5100	INSURANCE - AUTO	11,500.00	1,123.08	4,492.32	39.1
01-170-5102	INSURANCE - GEN LIAB	750.00	59.17	236.68	31.6
01-170-5105	INSURANCE - PROPERTY	10,500.00	914.87	3,659.48	34.9
01-170-5150	TRAINING	5,000.00	0	475.00	9.5
01-170-5170	UNIFORMS	8,000.00	0	193.68	2.4
01-170-5180	SAFETY EQUIPMENT	7,000.00	102.00	2,047.62	29.3
01-170-5191	COMMUNICATIONS	15,000.00	192.62	769.76	5.1
01-170-5210	OFFICE SUPPLIES	2,000.00	0	10.00	0.5
01-170-5400	GAS, OIL, GREASE	36,000.00	2,097.91	8,595.85	23.9
01-170-5420	FLEET LEASE	70,000.00	4,049.31	16,197.24	23.1
01-170-5550	UTILITIES - BUILDING	7,000.00	298.91	851.13	12.2
01-170-5711	SALT & ABRASIVES	175,000.00	0	0	0.0
01-170-5712	SIGN MAINTENANCE	15,000.00	824.69	987.98	6.6
01-170-5713	STREET EQUIPMENT MAINTENANCE	120,000.00	7,262.04	42,508.91	35.4
01-170-5714	STREET LIGHTING	100,000.00	8,056.81	23,592.80	23.6
01-170-5715	STREET MAINTENANCE REPAIRS	100,000.00	6,103.54	26,648.68	26.7
01-170-5716	STREET SHOP EQUIPMENT	70,000.00	3,478.78	14,195.29	20.3
01-170-5717	STREET LIGHTING REPAIRS	50,000.00	1,655.00	5,030.00	10.1
01-170-5718	TREE REMOVAL	5,500.00	0	0	0.0
01-170-5800	CAPITAL OUTLAY	20,000.00	0	15,000.00	75.0
01-170-5861	STREET PAVING	200,000.00	3,600.00	151,800.00	75.9
01-170-5865	PARKING LOT MAINTENANCE	10,000.00	1,925.00	11,334.06	113.3
	170 Public Works - Street	**1,552,450.00**	**70,465.97**	**445,358.59**	
	RECREATION				
01-180-5000	SALARIES	311,500.00	23,724.80	93,109.77	29.9
01-180-5010	SOCIAL SECURITY	24,000.00	1,733.90	6,758.18	28.2
01-180-5011	PENSION	34,000.00	0	0	0.0
01-180-5012	WORKERS COMP	16,500.00	0	0	0.0
01-180-5013	INSURANCE - HEALTH	67,600.00	1,678.43	4,673.38	6.9
01-180-5015	CONTRIBUTION - 457	1,750.00	124.32	557.24	31.8
01-180-5100	INSURANCE - AUTO	2,900.00	211.50	846.00	29.2
01-180-5102	INSURANCE - GEN LIAB	750.00	59.17	236.68	31.6
01-180-5105	INSURANCE - PROPERTY	14,000.00	1,277.44	5,109.76	36.5
01-180-5150	TRAINING	300.00	0	0	0.0
01-180-5160	TRAVEL	750.00	0	0	0.0
01-180-5170	UNIFORMS	5,700.00	417.50	2,629.00	46.1
01-180-5180	SAFETY EQUIPMENT	500.00	0	0	0.0
01-180-5321	SOFTWARE AND SUBSCRIPTIONS	5,200.00	0	0	0.0
01-180-5400	GAS, OIL, GREASE	10,800.00	774.73	3,804.58	35.2
01-180-5420	FLEET LEASE	23,000.00	1,863.65	7,454.60	32.4
01-180-5503	ARMORY EXPENSE - GYM	8,000.00	298.92	5,341.13	66.8
01-180-5504	COMMUNITY CENTER	18,000.00	2,591.08	5,616.05	31.2
01-180-5510	CITY PLACE	13,000.00	581.46	2,484.90	19.1
01-180-5515	CITY PLACE FREE PRODUCE	2,500.00	500.00	1,500.00	60.0
01-180-5520	CHILDCARE CENTER	5,000.00	0	1,236.08	24.7
01-180-5525	FOOD PANTRY MAINTENANCE	0.00	0	175.00	0.0
01-180-5550	UTILITIES	8,000.00	550.36	1,435.56	17.9
01-180-5720	BEAUTIFY THE BURG EXPENSE	1,500.00	0	0	0.0
01-180-5721	REC EQUIPMENT MAINTENANCE	13,000.00	0	1,183.01	9.1
01-180-5722	REC LEAGUE APPROPRIATIONS	5,000.00	0	0	0.0
01-180-5723	REC PARK MAINTENANCE EXPENSE	58,000.00	4,679.92	22,241.52	38.4
01-180-5724	STREET TREE MAINTENANCE	7,500.00	0	0	0.0
01-180-5725	TRAILHEAD MAINTENANCE EXPENSE	2,000.00	0	1,000.00	50.0
01-180-5726	RECREATIONAL PROGRAMS	11,500.00	-1,589.62	2,602.89	22.6
01-180-5772	TRASH REMOVAL	12,000.00	1,353.58	4,225.91	35.2
01-180-5800	CAPITAL OUTLAY	125,100.00	1,620.72	2,822.97	2.3
	180 Recreation	**809,350.00**	**42,451.86**	**177,044.21**	
	RECREATION-POOL				
01-181-5000	SALARIES	72,000.00	0	48,147.36	66.9
01-181-5010	SOCIAL SECURITY	5,500.00	0	3,683.34	67.0
01-181-5012	WORKERS COMP	3,800.00	0	0	0.0
01-181-5018	UNEMPLOYMENT	200.00	0	0	0.0
01-181-5507	POOL OPERATING	42,000.00	871.38	21,921.90	52.2
	181 Recreation-Pool	**123,500.00**	**871.38**	**73,752.60**	
	RECREATION - DAY CAMP				

CITY OF FROSTBURG
OCTOBER 2026 BUDGET REPORT
Note: Audit adjustments for the year ended 06/30/26 are incomplete.

Account Id	Account Description	FY 27 Budget	October 2026 Rev/Expd	YTD Rev/Expd	% Earmed/ % Incurred
01-182-5000	SALARIES	24,000.00	0	13,669.02	57.0
01-182-5010	SOCIAL SECURITY	1,850.00	0	1,017.33	55.0
01-182-5012	WORKERS COMP	1,300.00	0	0	0.0
01-182-5018	UNEMPLOYMENT	200.00	0	0	0.0
01-182-5507	DAY CAMP OPERATIONS	800.00	0	1,548.86	193.6
	182 Recreation - Day Camp	**28,150.00**	**0.00**	**16,235.21**	
	CORPORATE FUND Expenditure Totals	**8,445,310.00**	**432,419.24**	**2,053,801.40**	
02-000-4000	WATER SERVICE REVENUE	1,952,500.00	163,227.73	561,918.90	28.8
02-000-4001	INTEREST EARNED - WATER	3,000.00	135.30	581.87	19.4
02-000-4015	SERVLINE FEES BILLED	0.00	3,464.60	13,862.65	0.0
02-000-4401	SALE OF BULK WATER	0.00	0	0	0.0
02-000-4402	SALE OF METERS	5,000.00	925.00	925.00	18.5
02-000-4403	TAPPING FEES	5,600.00	1,800.00	1,800.00	32.1
02-000-4404	SUNDRY SALES	2,500.00	90.00	3,538.00	141.5
02-000-4600	INTEREST INCOME	24,000.00	5.18	9,186.09	38.3
	WATER FUND Revenue Totals	**1,992,600.00**	**169,647.81**	**591,812.51**	
	WATER - ADMIN				
02-190-5000	SALARIES	75,500.00	5,788.83	22,519.43	29.8
02-190-5010	SOCIAL SECURITY	5,600.00	406.78	1,560.44	27.9
02-190-5011	PENSION	9,500.00	0	0	0.0
02-190-5012	WORKERS COMP	1,425.00	0	0	0.0
02-190-5013	INSURANCE - HEALTH	11,300.00	-316.20	-1,264.80	-11.2
02-190-5015	CONTRIBUTION - 457	900.00	57.90	259.71	28.9
02-190-5313	COLLECTION EXPENSE	2,200.00	176.24	361.68	16.4
02-190-5320	SERVLINE FEES REMITTED	0.00	3,466.30	13,865.20	0.0
02-190-5370	FMHA BOND	900.00	0	0	0.0
02-190-5600	CORPORATE OVERHEAD	147,200.00	12,266.67	49,066.68	33.3
	190 Water - Admin	**254,525.00**	**21,846.52**	**86,368.34**	
	WATER - FILTRATION				
02-192-5102	INSURANCE - GEN LIAB	1,800.00	147.75	591.00	32.8
02-192-5105	INSURANCE - PROPERTY	25,600.00	3,102.48	12,409.92	48.5
02-192-5106	INSURANCE - BOILER & MACHINERY	5,000.00	0	0	0.0
02-192-5521	PUMPING SYSTEM EXPENSE	95,000.00	7,284.50	21,345.53	22.5
02-192-5522	PURIFICATION PLANT MAINTENANCE	50,000.00	1,275.00	7,266.01	14.5
02-192-5710	FILTRATION CONTRACT PAYMENT	680,000.00	0	99,157.77	14.6
02-192-5800	FILTRATION CAPITAL OUTLAY	6,000.00	0	0	0.0
	192 Water - Filtration	**863,400.00**	**11,809.73**	**140,770.23**	
	WATER - SUPPLY				
02-194-5000	SALARIES	34,500.00	0	0.00	0.0
02-194-5010	SOCIAL SECURITY	2,650.00	0	0.01	0.0
02-194-5011	PENSION	4,275.00	0	0	0.0
02-194-5012	WORKERS COMP	1,675.00	0	0	0.0
02-194-5015	CONTRIBUTION - 457	100.00	0	0	0.0
02-194-5506	HYDRO FACILITY EXPENSE	5,000.00	0	0	0.0
02-194-5550	UTILITIES / WATER SUPPLY	5,000.00	266.20	777.98	15.6
02-194-5730	WATER SUPPLY EXPENSE	50,000.00	109.01	3,108.34	6.2
02-194-5800	WATER SUPPLY CAPITAL OUTLAY	5,000.00	0	0	0.0
	194 Water - Supply	**108,200.00**	**375.21**	**3,886.33**	
	WATER - DISTRIBUTION				
02-196-5000	SALARIES	264,500.00	20,379.70	73,582.90	27.8
02-196-5004	CHANGE IN COMPENSATED ABSENCES	0.00	0	-28,901.87	0.0
02-196-5010	SOCIAL SECURITY	20,250.00	1,444.90	5,149.10	25.4
02-196-5011	PENSION	29,000.00	0	0	0.0
02-196-5012	WORKERS COMP	13,000.00	0	0	0.0
02-196-5013	INSURANCE - HEALTH	56,300.00	2,146.00	8,922.58	15.9
02-196-5015	CONTRIBUTION - 457	1,000.00	101.36	394.93	39.5
02-196-5100	INSURANCE - AUTO	4,600.00	353.33	1,413.32	30.7
02-196-5102	INSURANCE - GEN LIAB	1,800.00	147.75	591.00	32.8
02-196-5105	INSURANCE - PROPERTY	6,600.00	0	0	0.0
02-196-5150	TRAINING	2,000.00	0	0	0.0
02-196-5170	UNIFORMS	4,000.00	467.40	980.36	24.5
02-196-5180	SAFETY EQUIPMENT	6,600.00	908.80	1,376.70	20.9
02-196-5191	COMMUNICATIONS	13,000.00	330.11	4,421.07	34.0
02-196-5210	OFFICE SUPPLIES	1,000.00	0	285.29	28.5

Account Id	Account Description	FY 27 Budget	October 2026 Rev/Expd	YTD Rev/Expd	% Earmed/ % Incurred
02-196-5390	MISCELLANEOUS EXPENSE	1,000.00	0	98.08	9.8
02-196-5400	GAS, OIL, GREASE	20,400.00	760.94	3,933.26	19.3
02-196-5420	FLEET LEASE	38,000.00	2,760.71	10,442.84	27.5
02-196-5505	CRESTVIEW PUMPING STATION EXPENSE	15,000.00	537.31	2,248.98	15.0
02-196-5550	UTILITIES - WATER DISTRIBUTION	5,000.00	231.02	649.82	13.0
02-196-5700	DISTRIBUTION EXPENSE	70,000.00	16,772.35	29,631.80	42.3
02-196-5701	DISTRIBUTION PIPE EXPENSE	11,000.00	0	339.82	3.1
02-196-5702	EQUIPMENT MAINTENANCE	12,000.00	0	99.35	0.8
02-196-5703	FIRE HYDRANTS EXPENSE	3,500.00	0	361.45	10.3
02-196-5704	TRANSMISSION MAINS EXPENSE	95,000.00	270.12	6,108.02	6.4
02-196-5740	METERS EXPENSE	50,000.00	685.68	20,610.72	41.2
02-196-5800	CAPITAL OUTLAY	0.00	0	111,184.00	0.0
	196 Water - Distribution	**744,550.00**	**48,297.48**	**253,923.52**	
	WATER FUND Expenditure Totals	**1,970,675.00**	**82,328.94**	**484,948.42**	
03-000-4000	SEWER CHARGES	1,805,000.00	169,735.28	579,945.31	32.1
03-000-4001	INTEREST EARNED - SEWER	3,500.00	320.40	1,388.92	39.7
03-000-4314	CHANGE IN COMPENSATED ABSENCES	0.00	0	26,466.35	0.0
03-000-4404	SUNDRY SALES	1,500.00	1,227.73	2,261.34	150.8
03-000-4501	BAY RESTORATION FUND REVENUE	0.00	14,955.00	59,805.08	0.0
03-000-4503	SEWER TAP FEES	5,500.00	3,000.00	3,000.00	54.6
03-000-4600	INTEREST INCOME	44,000.00	0	9,198.71	20.9
	Sewer Operations Total	**1,859,500.00**	**189,238.41**	**682,065.71**	
03-220-4520	CSO SURCHARGE REVENUE	408,000.00	33,547.50	134,221.73	32.9
03-220-4521	INTEREST EARNED - CSO SURCHARGE	1,800.00	159.10	651.17	36.2
03-220-4530	PROJECT REIMBURSEMENTS	2,266,000.00	366,261.00	366,261.00	16.2
03-220-4540	PROCEEDS OF DEBT	1,133,000.00	0	0	0.0
	CSO Total	**3,808,800.00**	**399,967.60**	**501,133.90**	
	SEWER FUND Revenue Totals	**5,668,300.00**	**589,206.01**	**1,183,199.61**	
	SEWER - ADMIN				
03-210-5000	SALARIES	75,500.00	5,788.83	22,519.43	29.8
03-210-5010	SOCIAL SECURITY	5,600.00	406.78	1,560.44	27.9
03-210-5011	PENSION	9,500.00	0	0	0.0
03-210-5012	WORKERS COMP	1,425.00	0	0	0.0
03-210-5013	INSURANCE - HEALTH	11,300.00	-316.20	-1,264.80	-11.2
03-210-5015	CONTRIBUTION - 457	900.00	57.90	259.71	28.9
03-210-5313	COLLECTION EXPENSE	2,700.00	176.24	361.68	13.4
	210 Sewer - Admin	**106,925.00**	**6,113.55**	**23,436.46**	
	SEWER - OPERATING				
03-211-5000	SALARIES	192,250.00	14,136.08	55,526.35	28.9
03-211-5010	SOCIAL SECURITY	14,750.00	1,026.94	4,002.64	27.1
03-211-5011	PENSION	29,500.00	0	0	0.0
03-211-5012	WORKERS COMP	9,500.00	0	0	0.0
03-211-5013	INSURANCE - HEALTH	39,400.00	1,745.11	3,547.67	9.0
03-211-5015	CONTRIBUTION - 457	1,800.00	81.32	364.76	20.3
03-211-5100	INSURANCE - AUTO	1,700.00	130.50	522.00	30.7
03-211-5102	INSURANCE - GEN LIAB	900.00	73.92	295.68	32.9
03-211-5105	INSURANCE - PROPERTY	7,000.00	703.72	2,814.88	40.2
03-211-5150	TRAINING	1,000.00	0	95.00	9.5
03-211-5170	UNIFORMS	3,000.00	0	0	0.0
03-211-5180	SAFETY EQUIPMENT	1,500.00	0	1,004.89	67.0
03-211-5191	COMMUNICATIONS	2,400.00	163.09	565.18	23.6
03-211-5396	BAY RESTORATION FUND EXPENSE	0.00	45,082.74	89,169.67	0.0
03-211-5400	GAS, OIL, GREASE	12,000.00	1,277.28	3,650.96	30.4
03-211-5420	FLEET LEASE	21,000.00	1,701.50	6,806.00	32.4
03-211-5520	PUMPING STATION MAINTENANCE	6,000.00	1,069.78	1,069.78	17.8
03-211-5600	CORPORATE OVERHEAD	299,500.00	24,958.33	99,833.32	33.3
03-211-5761	SANITARY COMMISSION CHARGES	1,160,000.00	76,628.86	141,037.20	12.2
03-211-5762	SANITARY COMM-TRANSMISSION PROJECTS	11,800.00	2,929.05	5,858.10	49.6
03-211-5763	SEWER OPERATING EXPENSE	50,000.00	2,153.21	4,044.66	8.1
03-211-5764	SEWER PUMPING EXPENSE	10,000.00	331.09	1,391.36	13.9
03-211-5800	CAPITAL OUTLAY - SEWER PROJECTS	50,000.00	0	6,450.00	12.9
	211 Sewer - Operating	**1,925,000.00**	**174,192.52**	**428,050.10**	
	CSO				
03-220-5391	INTEREST EXPENSE	2,810.00	0	-1,662.84	-59.2
03-220-5392	DEBT REDEMPTION	24,000.00	0	0	0.0

Account Id	Account Description	FY 27 Budget	October 2026 Rev/Expd	YTD Rev/Expd	% Earmed/ % Incurred
03-220-5800	CAPITAL OUTLAY	3,500,000.00	0	0	0.0
	220 CSO	**3,526,810.00**	**0.00**	**-1,662.84**	
	SEWER FUND Expenditure Totals	**5,558,735.00**	**180,306.07**	**449,823.72**	
04-000-4000	WATER TAP SURCHARGE	672,000.00	55,851.69	223,444.38	33.3
04-000-4001	INTEREST EARNED SURCHARGE	2,500.00	213.60	873.72	35.0
04-000-4600	INTEREST INCOME	40,000.00	0	14,273.47	35.7
	PINEY SURCHARGE FUND Revenue Totals	**714,500.00**	**56,065.29**	**238,591.57**	
	WATER SURCHARGE				
04-200-5313	COLLECTION EXPENSE	2,200.00	140.99	289.34	13.2
04-200-5390	MISCELLANEOUS EXPENSE	0.00	0	110.00	0.0
04-200-5391	INTEREST EXPENSE	33,280.00	0	-925.08	-2.8
04-200-5392	DEBT REDEMPTION	432,250.00	0	0	0.0
04-200-5800	CAPITAL OUTLAY	172,000.00	2,108.88	5,640.77	3.3
04-200-5802	CAPITAL REPAIRS	45,000.00	604.26	40,228.82	89.4
	200 Water Surcharge	**684,730.00**	**2,854.13**	**45,343.85**	
	PINEY SURCHARGE FUND Expenditure Totals	**684,730.00**	**2,854.13**	**45,343.85**	
05-000-4000	TRASH & GARBAGE CHARGES	540,000.00	44,937.00	179,619.58	33.3
05-000-4001	INTEREST EARNED - TRASH	3,300.00	294.05	1,177.46	35.7
05-000-4404	SUNDRY SALES	1,950.00	150.00	750.00	38.5
05-000-4600	INTEREST INCOME	3,500.00	0	2,476.57	70.8
	GARBAGE FUND Revenue Totals	**548,750.00**	**45,381.05**	**184,023.61**	
	GARBAGE ADMIN.				
05-230-5000	SALARIES	56,500.00	4,341.68	16,901.62	29.9
05-230-5010	SOCIAL SECURITY	4,300.00	305.47	1,172.97	27.3
05-230-5011	PENSION	7,000.00	0	0	0.0
05-230-5012	WORKERS COMP	875.00	0	0	0.0
05-230-5013	INSURANCE - HEALTH	9,000.00	-247.28	-989.12	-11.0
05-230-5015	CONTRIBUTION - 457	900.00	43.42	194.76	21.6
05-230-5313	COLLECTION EXPENSE	750.00	35.24	72.32	9.6
	230 Garbage Admin.	**79,325.00**	**4,478.53**	**17,352.55**	
	GARBAGE OPERATING				
05-232-5000	SALARIES	93,500.00	7,044.59	26,081.45	27.9
05-232-5004	CHANGE IN COMPENSATED ABSENCES	0.00	0	-4,515.83	0.0
05-232-5010	SOCIAL SECURITY	7,250.00	527.91	1,945.70	26.8
05-232-5011	PENSION	11,750.00	0	0	0.0
05-232-5012	WORKERS COMP	4,600.00	0	0	0.0
05-232-5013	INSURANCE - HEALTH	25,400.00	113.28	418.52	1.7
05-232-5015	CONTRIBUTION - 457	750.00	51.84	231.93	30.9
05-232-5100	INSURANCE - AUTO	2,600.00	200.67	540.68	20.8
05-232-5102	INSURANCE - GEN LIAB	550.00	44.33	177.32	32.2
05-232-5105	INSURANCE - PROPERTY	5,000.00	413.87	1,655.48	33.1
05-232-5170	UNIFORMS	3,000.00	0	0	0.0
05-232-5180	SAFETY EQUIPMENT	1,500.00	0	323.10	21.5
05-232-5210	OFFICE SUPPLIES	1,000.00	0	59.90	6.0
05-232-5400	GAS, OIL, GREASE	16,800.00	841.39	4,731.14	28.2
05-232-5600	CORPORATE OVERHEAD	27,600.00	2,300.00	9,200.00	33.3
05-232-5771	BULK CLEANUP EXPENSE	10,000.00	0	0	0.0
05-232-5772	LANDFILL CHARGES	150,000.00	11,803.65	47,805.61	31.9
05-232-5773	SANITATION OPERATING EXPENSE	60,000.00	0	6,844.59	11.4
05-232-5774	YARD WASTE COMPOSTING	1,500.00	0	0	0.0
05-232-5775	RECYCLING	0.00	480.52	1,453.49	0.0
	232 Garbage Operating	**422,800.00**	**23,822.05**	**96,953.08**	
	GARBAGE FUND Expenditure Totals	**502,125.00**	**28,300.58**	**114,305.63**	
07-000-4600	INTEREST INCOME	0.00	2.97	11.78	0.0
	COMM DEVELOPMENT SPECIAL PROJECTS FUND	**0.00**	**2.97**	**11.78**	
08-000-4600	INTEREST INCOME	0.00	3.83	14.81	0.0
08-000-4800	OPIOID SETTLEMENT RECEIPTS	0.00	858.66	4,587.56	0.0
	OPIOID SETTLEMENT FUND Revenue Totals	**0.00**	**862.49**	**4,602.37**	

City of Frostburg
CORPORATE FUND
BALANCE SHEET
AS OF: 10/31/26

		2027
Assets		
01-000-1001	OPERATING CASH - POLICE DEPT	100.00
01-000-1002	CASH SWEEP ACCOUNT	641,384.63
01-000-1003	OPERATING CASH - TAX CLERK	200.00
01-000-1004	CASH - CORPORATE (STC)	8,212,454.44
01-000-1009	RESTRICTED CASH - RMC GRANT-HYDRO STUDY	43,025.00
01-000-1100	ACCOUNTS RECEIVABLE	382,454.62
01-000-1101	ACCTS REC - POLICE TICKETS/CIT	10,440.00
01-000-1140	TAXES RECEIVABLE - REAL ESTATE	982,668.53
01-000-1141	TAXES RECEIVABLE - PERSONAL PROPERTY	3,791.61
01-000-1142	TAXES RECEIVABLE - PUBLIC UTILITY	1,707.72
01-000-1143	TAXES RECEIVABLE - CORPORATION	34,844.01
01-000-1200	PREPAID EXPENSE	53,057.54
01-000-1201	PREPAID INSURANCE	175,451.11
01-000-1220	LEASE RECEIVABLE	716,605.93
01-000-1230	ACCRUED INTEREST RECEIVABLE	13,858.33
01-000-1260	NOTE RECEIVABLE - GUTHRIE	104,367.34
01-000-1500	FIXED ASSETS	28,015,752.33
01-000-1506	WIP - GATEWAY IMPROVEMENT	907,043.08
01-000-1507	WORK IN PROCESS - MISC PROJECTS	223,439.79
01-000-1508	WORK IN PROCESS - 82-84 E MAIN	10,783.09
01-000-1570	RIGHT OF USE ASSETS	668,521.84
01-000-1571	RIGHT OF USE ASSETS - INTANGIBLE	196,633.48
01-000-1580	INTANGIBLE ASSETS	206,323.69
01-000-1600	RESERVE FOR DEPRECIATION	10,341,394.36-
01-000-1605	ACCUMULATED DEPRECIATION-ROU	391,113.52-
01-000-1650	RESERVE FOR AMORTIZATION	103,161.80-
01-000-1900	DEFERRED FINANCING OUTFLOW	536,692.00
01-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	140,952.00
	Total Assets	31,446,882.43
Liabilities & Fund Balance		
01-000-1655	ACCUMULATED AMORTIZATION - ROU	90,514.80
01-000-2000	ACCOUNTS PAYABLE	64,816.38-
01-000-2005	CUSTOMER REFUND	2,975.66-
01-000-2010	PRICHARD FARMS RETSA PAYABLE	11,121.69
01-000-2080	INTEREST PAYABLE	599.00
01-000-2100	ACCRUED PAYROLL	133,046.79-
01-000-2200	FEDERAL INCOME TAX PAYABLE	42.62
01-000-2202	MARYLAND INCOME TAX WITHHELD	23.70
01-000-2207	HEALTH INSURANCE WITHHELD	104,320.82-
01-000-2209	MUTUAL OF OMAHA WITHHOLDING	7,130.89-
01-000-2220	LEASE LIABILITY	292,074.99
01-000-2225	SUBSCRIPTION LIABILITY - ROU	59,160.65
01-000-2250	UNEARNED REVENUE	175,312.06
01-000-2253	UNEARNED REVENUE - ARPA	364,153.85
01-000-2450	DEFERRED FINANCING INFLOW	36,472.00
01-000-2451	DEFERRED FINANCING INFLOW - OPEB	164,769.00
01-000-2452	DEFERRED FINANCING INFLOW-LEASES	671,863.84
01-000-2700	COMPENSATED ABSENCES	474,209.57
01-000-2855	OPEB OBLIGATION	513,989.00
01-000-2860	NET PENSION LIABILITY	1,442,806.00
01-000-2901	BONDS PAYABLE	2,229,500.00
01-000-2905	BOND PREMIUM	245,923.49
	Total Liabilities	6,460,245.72

Note: Audit adjustments for the year ended 06/30/26 are incomplete.

		2027
01-000-3000	INVESTED IN FIXED ASSETS	16,100,333.70
01-000-3200	FUND BALANCE	5,980,452.65
	Total	22,080,786.35
	Revenue	4,309,111.89
	Less Expenses	2,053,801.40
	Net	2,255,310.49
	Total Fund Balance	24,336,096.84
	Total Liabilities & Fund Balance	30,796,342.56

Note: Audit adjustments for the year ended 06/30/26 are incomplete.

		2027
Assets		
02-000-1000	CASH	862,917.97
02-000-1030	RESTRICTED CASH - WATERSHED IMPROVE	55,462.02
02-000-1100	ACCOUNTS RECEIVABLE	956.48
02-000-1102	WATER ACCOUNTS RECEIVABLE	86,477.59
02-000-1115	SERVLINE FEES RECEIVABLE	3,355.01
02-000-1140	INTEREST RECEIVABLE - WATER	296.71
02-000-1201	PREPAID INSURANCE	104,422.26
02-000-1500	FIXED ASSETS	4,375,989.32
02-000-1570	RIGHT OF USE ASSETS	140,277.91
02-000-1600	RESERVE FOR DEPRECIATION	3,085,462.06-
02-000-1605	ACCUMULATED DEPRECIATION-ROU	82,657.87-
02-000-1900	DEFERRED FINANCING OUTFLOW	157,746.00
02-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	22,859.00
	Total Assets	2,642,640.34
Liabilities & Fund Balance		
02-000-2000	ACCOUNTS PAYABLE	99,009.72-
02-000-2100	PAYROLL PAYABLE	37,106.52-
02-000-2207	HEALTH INSURANCE WITHHELD	22,562.98-
02-000-2220	LEASE LIABILITY	61,604.65
02-000-2450	DEFERRED FINANCING INFLOW	10,720.00
02-000-2451	DEFERRED FINANCING INFLOW - OPEB	26,720.00
02-000-2700	COMPENSATED ABSENCES	81,915.51
02-000-2855	OPEB OBLIGATION	83,352.00
02-000-2860	NET PENSION LIABILITY	425,254.00
	Total Liabilities	530,886.94
02-000-3000	INVESTED IN FIXED ASSETS	1,286,542.25
02-000-3250	FUND BALANCE	673,558.49
	Total	1,960,100.74
	Revenue	591,812.51
	Less Expenses	484,948.42
	Net	106,864.09
	Total Fund Balance	2,066,964.83
	Total Liabilities & Fund Balance	2,597,851.77

Note: Audit adjustments for the year ended 06/30/26 are incomplete.

		2027
Assets		
03-000-1000	CASH	224,297.18
03-000-1040	BAY RESTORATION FUND CASH	8,199.83-
03-000-1041	CSO CASH	1,231,108.43
03-000-1100	ACCOUNTS RECEIVABLE	649,732.50
03-000-1103	SEWER ACCOUNTS RECEIVABLE	129,447.97
03-000-1120	BAY RESTORATION FUND RECEIVABLE	14,988.58
03-000-1121	CSO SURCHARGE RECEIVABLE	34,836.04
03-000-1141	INTEREST REC - CSO SURCHARGE	2,908.56
03-000-1142	INTEREST RECEIVABLE - SEWER	669.07
03-000-1201	PREPAID INSURANCE	64,034.53
03-000-1500	FIXED ASSETS	28,294,006.47
03-000-1538	WIP - PHASE X-A	1,950,756.87
03-000-1539	WIP - PHASE X-B	779,276.15
03-000-1540	WIP - PHASE X-C	927,766.04
03-000-1541	WIP - PHASE IX-D	448,518.40
03-000-1542	WIP - PHASE VIII-C	439,577.74
03-000-1570	RIGHT OF USE ASSETS	86,933.24
03-000-1600	RESERVE FOR DEPRECIATION	11,222,519.79-
03-000-1605	ACCUMULATED DEPRECIATION-ROU	40,568.85-
03-000-1900	DEFERRED FINANCING OUTFLOW	118,089.00
03-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	19,048.00
	Total Assets	24,144,706.30
Liabilities & Fund Balance		
03-000-2000	ACCOUNTS PAYABLE	254,726.10
03-000-2080	INTEREST PAYABLE	90.64
03-000-2100	PAYROLL PAYABLE	12,880.27-
03-000-2207	HEALTH INSURANCE WITHHELD	17,928.26-
03-000-2220	LEASE LIABILITY	50,239.98
03-000-2450	DEFERRED FINANCING INFLOW	8,025.00
03-000-2451	DEFERRED FINANCING INFLOW - OPEB	22,266.00
03-000-2700	COMPENSATED ABSENCES	78,661.24
03-000-2855	OPEB OBLIGATION	69,459.00
03-000-2860	NET PENSION LIABILITY	317,623.00
03-000-2900	NOTES PAYABLE	169,127.81
	Total Liabilities	939,410.24
03-000-3000	INVESTED IN FIXED ASSETS	19,081,378.32
03-000-3200	FUND BALANCE	1,688,092.65
	Total	20,769,470.97
	Revenue	1,183,199.61
	Less Expenses	449,823.72
	Net	733,375.89
	Total Fund Balance	21,502,846.86
	Total Liabilities & Fund Balance	22,442,257.10

Note: Audit adjustments for the year ended 06/30/26 are incomplete.

		2027
Assets		
04-000-1000	CASH	1,504,350.22
04-000-1130	SURCHARGE INTEREST RECEIVABLE	4,813.50
04-000-1131	WATER SURCHARGE RECEIVABLE	44,111.14
04-000-1500	FIXED ASSETS	28,467,670.69
04-000-1540	LAND	164,021.96
04-000-1600	RESERVE FOR DEPRECIATION	21,036,024.41-
	Total Assets	9,148,943.10
Liabilities & Fund Balance		
04-000-2000	ACCOUNTS PAYABLE	5,070.91-
04-000-2080	INTEREST PAYABLE	1,530.76
04-000-2250	UNEARNED REVENUE	11,480.40
04-000-2900	NOTES PAYABLE	1,621,806.90
	Total Liabilities	1,629,747.15
04-000-3000	INVESTED IN FIXED ASSETS	5,552,179.51
04-000-3250	FUND BALANCE	1,157,032.92
	Total	6,709,212.43
	Revenue	238,591.57
	Less Expenses	45,343.85
	Net	193,247.72
	Total Fund Balance	6,902,460.15
	Total Liabilities & Fund Balance	8,532,207.30

Note: Audit adjustments for the year ended 06/30/26 are incomplete.

		2027
Assets		
05-000-1000	CASH	276,375.51
05-000-1135	TRASH & GARBAGE RECEIVABLE	55,688.05
05-000-1140	INTEREST RECEIVABLE - TRASH	5,732.84
05-000-1201	PREPAID INSURANCE	18,658.15
05-000-1500	FIXED ASSETS	596,937.03
05-000-1600	RESERVE FOR DEPRECIATION	414,555.70-
05-000-1900	DEFERRED FINANCING OUTFLOW	68,739.00
05-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	11,428.00
	Total Assets	619,002.88
Liabilities & Fund Balance		
05-000-2000	ACCOUNTS PAYABLE	1,391.82
05-000-2100	PAYROLL PAYABLE	6,838.23-
05-000-2207	HEALTH INSURANCE WITHHELD	5,239.44-
05-000-2450	DEFERRED FINANCING INFLOW	4,671.00
05-000-2451	DEFERRED FINANCING INFLOW - OPEB	13,359.00
05-000-2700	COMPENSATED ABSENCES	24,802.64
05-000-2855	OPEB OBLIGATION	41,672.00
05-000-2860	NET PENSION LIABILITY	185,103.00
	Total Liabilities	258,921.79
05-000-3000	INVESTED IN FIXED ASSETS	182,380.20
05-000-3200	FUND BALANCE	67,485.08-
	Total	114,895.12
	Revenue	184,023.61
	Less Expenses	114,305.63
	Net	69,717.98
	Total Fund Balance	184,613.10
	Total Liabilities & Fund Balance	443,534.89

Note: Audit adjustments for the year ended 06/30/26 are incomplete.

		2027
Assets		
07-000-1000	CASH	31,754.89
	Total Assets	31,754.89
Liabilities & Fund Balance		
	Total Liabilities	0.00
07-000-3200	FUND BALANCE	31,712.34
	Total	31,712.34
	Revenue	11.78
	Less Expenses	0.00
	Net	11.78
	Total Fund Balance	31,724.12
	Total Liabilities & Fund Balance	31,724.12

Note: Audit adjustments for the year ended 06/30/26 are incomplete.

		2027
Assets		
08-000-1000	CASH	41,385.90
	Total Assets	41,385.90
Liabilities & Fund Balance		
	Total Liabilities	0.00
08-000-3200	FUND BALANCE	31,639.54
	Total	31,639.54
	Revenue	4,602.37
	Less Expenses	0.00
	Net	4,602.37
	Total Fund Balance	36,241.91
	Total Liabilities & Fund Balance	36,241.91

Note: Audit adjustments for the year ended 06/30/26 are incomplete.

CITY OF FROSTBURG
MONTHLY REPORT - TAXES
FOR THE MONTH ENDING OCTOBER 31, 2026

Tax Type - Year	Principal Receivable at 09/30/26	Billings	Receipts Principal	Receipts Interest	Abatements/ Adjustments	Principal Receivable at 10/31/26
Real Estate - 20/21	$ 237.32	$ -	$ -	$ -	$ -	$ 237.32
Real Estate - 21/22	244.30	-	-	-	-	244.30
Real Estate - 22/23	244.30	-	-	-	-	244.30
Real Estate - 23/24	690.43	-	-	-	-	690.43
Real Estate - 24/25	70,940.18	-	961.33	338.87	-	69,978.85
Real Estate - 25/26	215,278.05	-	57,390.72	10,262.60	-	157,887.33
Real Estate - 26/27	857,962.63	-	103,843.38	818.84	249.89	754,369.14
Real Estate - overpayments	(77.78)	-	1,625.39	-	-	(1,703.17)
Real Estate Total	$ 1,145,519.43	$ -	$ 163,820.82	$ 11,420.31	$ 249.89	$ 981,948.50
Personal Prop - 23/24	$ 1,402.28	$ -	$ -	$ -	$ -	$ 1,402.28
Personal Prop - 24/25	1,651.05	-	-	-	-	1,651.05
Personal Prop - 25/26	642.30	-	-	-	-	642.30
Personal Prop - 25/26	249.90	-	-	-	-	249.90
Personal Property	$ 3,945.53	$ -	$ -	$ -	$ -	$ 3,945.53
Public Utility - 25/26	$ 1,707.72	$ -	$ -	$ -	$ -	$ 1,707.72
Corporation - 21/22	$ -	$ -	$ -	$ -	$ -	$ -
Corporation - 22/23	1,795.92	-	-	-	-	1,795.92
Corporation - 23/24	5,480.55	-	-	-	-	5,480.55
Corporation - 24/25	6,615.07	-	-	-	-	6,615.07
Corporation - 25/26	16,156.44	-	244.95	33.03	-	15,911.49
Corporation - 26/27	9,441.86	-	1,774.82	15.16	-	7,667.04
Corporation - overpayments	(1.76)	-	84.99	-	-	(86.75)
Corporation Total	$ 39,488.08	$ -	$ 2,104.76	$ 48.19	$ -	$ 37,383.32
NST - Returned Check Fee	$ -	$ -	$ -	$ -	$ -	$ -
Total	$ 1,190,660.76	$ -	$ 165,925.58	$ 11,468.50	$ 249.89	$ 1,024,985.07

`CITY OF FROSTBURG

Parks and Rec Monthly report
For the Month of October 2026
Submitted by: Gene Bittinger maintenance Supervisor

October 1 2026
Checked the parks
Stripped concrete forms at the Dog Park
Fastened down benches and spread mulch at the Dog Park
Measured for steel on a building at Glendening
October 2 2026
Checked the parks
Cut grass at MT Pleasant, Hoffman
October 5 2026
Checked the parks
Bolted down the last three benches at the Dog Park
Weed eated at the Dog Park
Cut grass at City Hall, ST Mikes
Picked up electrical supplies for Glendening pavilion
October 6 2026
Checked the parks
Worked on putting electric in Glendening playground pavilion
October 7 2026
Checked the parks
Worked on electric at the Glendening playground pavilion
Checked the furnace at the Community Center
Tightened a faucet at the Daycare Center
Cut some lumber for the Water Dept.
October 8 2026
Checked the parks
Helped with Water Dept. pole building
Cut grass at Glendening
October 9 2026
Checked the parks
Cleaned up around the shop
Received an order of metal
Worked on field 8 pavilion

October 12 2026
Checked the parks
Fixed the rain spout at Lion’s pavilion
Started cleaning up field 8 old concession stand for steel
Meant with elevator man at the Bureau of mines
Picked up scag mower from Guys hardware
October 13 2026
Checked the parks
Went to the Staff meeting
Took tool cat to Glendening
Replaced the roof on the old field 6 concession
Started putting steel the sides of the field 6 old concession stand
Meant Karen at the Arboretum
Put new door on field 6 concession stand
October 14 2026
Checked the parks
Cleaned up Hoffman for rental
Put steel up on field 6 old concession stand
Got the roller running for Water Dept.
October 15 2026
Checked the parks
Started cutting metal for field 5 storage shed
Took speakers to the Gunter Hotel
October 16 2026
Checked the parks
Put speakers away
Started covering field 5 shed with steel
October 19 2026
Checked the parks
Turned invoices in
Turned a phone in found at MT Pleasant
Worked on storage shed at Glendening
Replaced air filters in City Hall heating
Put Community Center chairs and tables away after rental
October 20 2026
Checked the parks
Painted field 6 storage shed
Finished field 5 storage shed
Picked up more paint for Glendening
Started draining the pool

October 21 2026
Checked the parks
Started winterizing the pool
Meant with water dept. at the pump house
Measured the Shaw ST. concession stand for steel
October 22 2026
Checked the parks
Fixed a water line at the pool
Finished draining the pool pump house and features
Picked up oil for zero oil change
Fixed a field drag
October 23 2026
Checked the parks
Picked up barrels
Filled the pool back up
October 26 2026
Checked the parks
Fixed a water regulator at City Place
Put electric line in at the Glendening playground pavilion
Picked up pumpkins for Halloween
October 27 2026
Checked the parks
Hooked up electric at the Glendening playground pavilion
Graded conduit ditch at the Glendening playground pavilion
October 28 2026
Checked the parks
Installed new water heater at the Community center
Replaced batteries in the thermostat at the Community center
Ordered steel for Shaw ST concession stand
Filled washer fluid jugs for winterizing
Adjusted the attic fan at the Community Center
October 29 2026
Checked the parks
Took the speakers to the Gunter Hotel
Returned concession stand window
Meant with Brian
Picked up lumber for Glendening playground pavilion
Cleaned leaves up at the Bureau of mines
Checked a toilet at the Police Dept,
October 30 2026
Checked the parls
Put speakers away
Cleaned up City Place

Turned invoices in
Worked on Glendening playground pavilion
Unlocked MT Pleasant for pickle ball painters

CITY OF FROSTBURG

Monthly Report: Street Department
For the Month of: October 2026
Submitted by: Shane Elliott

October 1, 2026 – Thursday

- Picked up garbage route in center section of town
- Contacted water dept. for a water leak complaint
- Ran sewer camera to mark locations of sewer/storm lines
- Cleaned off catch basin grates and culvert inlets where needed
- Looked over parking issues and complaints on Centennial Street
- Checked on an odor complaint and found no issues with sewer or storm lines
- Marked miss utility tickets and checked them in on computer
- Removed litter off Main Street
- Washed off all sewer camera equipment after use
- Checked all sewer pumping stations
- Finished concrete forms around storage ben
- Marked big builders with paint to be hauled to Piney Dam
- Took all invoices to be paid to city hall
- Went through sign inventory to see what's needed to be ordered

October 2, 2026 – Friday

- Emptied city trash cans where needed on Main Street
- Picked up Truck #14 from Grantsville Truck and Trailer
- Marked Miss Utility tickets and checked them in on computer
- Swept out garage bays and empties shop trash cans
- Checked all sewer pumping stations
- Removed litter off Bowery Street and Center Street
- Used tar machine to seal cracks around town
- Took several loads of rocks to Piney Reservoir
- Checked on the status of Truck #8
- Repaired coolant leak and replaced broken hose clamps on Truck #14
- Cut grass and weed eat around town in several locations
- Swept and mopped breakroom, restroom and office area
- Removed last of city radios from work trucks
- Cleaned up litter on Welsh Street due to Garbage contractors

P.2

October 3, 2026 – Saturday

October 4, 2026 – Sunday

October 5, 2026 – Monday

- Picked up yard waste all over town
- Removed litter and broken glass of Main Street
- Tar sealed areas of roadways around town where needed
- Removed debris off catch basin grates around town
- Checked all sewer pumping stations – ran weekly tests on system
- Installed new street sign that was missing
- Ran sewer camera to inspect sewer main for issues along Sate Street
- Turned in invoices to be paid to city hall
- Checked and emptied city trash cans where needed
- Marked miss utility tickets and checked them in on computer
- Ordered concrete for Wednesday's wall barrier pour
- Called Road Safe in Cumberland to have custom street signs made
- Straightened meter post and fixed flag bracket on Main Street
- Cleaned off all sewer camera equipment after use

October 6, 2026 – Tuesday

- Picked up garbage route on west end of town
- Checked all sewer pumping stations
- Emptied out and cleaned street sweepers over at dump site
- Winterized both street sweepers for the upcoming winter months
- Removed any litter off Main Street
- Straightened bent sign post due to complaint
- Marked miss utility tickets and checked them in on computer
- Performed regeneration and other maintenance on jetter truck
- Tared cracks in roadways around town where needed
- Removed grease from Victoria Lane pumping stations
- Installed new rain gauge on fuel tank barrier
- Met with Upright Fence to discuss fence line repairs
- Looked oved a few sites in need of blacktopping before winter
- Trimmed more tree limbs along roadways and alleyways

P.3

October 7, 2026 – Wednesday

- Picked up garbage route on east end of town
- Marked miss utility tickets and checked them in on computer
- Leveled out gravel to fill pothole in alleyway
- Put down more tar crack filler in roadways where needed
- Checked status of sign order
- Used loader to clean up around dump site piles
- Removed any litter off Main Street
- Checked all sewer pumping stations
- Looked over mechanical issues on backhoe
- Removed dead animal from alleyway
- Took backhoe over to Ruby's for repairs
- Trimmed a few over hanging tree limbs from roadways
- Removed blacktop and tar from truck bed of truck #4
- Put deliveries away as they arrived
- Washed off loader after use
- Make adjustments to troublesome manhole riser in roadway

October 8, 2026 – Thursday

- Picked up garbage route in center section of town
- Replaced faded out street signage
- Checked on signage complaint on Spring Street
- Poured new concrete barrier walls around storage area
- Marked miss utility tickets and checked them in on computer
- Checked a water runoff complaint on Depot Street
- Removed litter off Main Street
- Cleaned debris from roadway due to complaint
- Ran sewer camera in sewer/storm systems to inspect for any issues around Depot Street and the surrounding area
- Took invoices to be paid and picked up mail at city hall
- Removed broken off sign post from sidewalk
- Checked all sewer pumping stations
- Smoothed out n broomed surface of concrete after it set up
- Cleaned off all concrete tools after use
- Removed dead animal from roadway

P.4

October 9, 2026 – Friday

- Checked and emptied city trash cans where needed
- Removed litter off Main Street
- Cut grass around town where needed
- Used tar machine to seal cracks around town
- Ran sewer camera to mark service lines
- Washed off all sewer camera equipment after use
- Marked Miss Utility tickets and checked them in on computer
- Checked all sewer pumping stations
- Installed missing street sign on Center Street
- Cleaned rest room and lunch room
- Removed debris from roadway on Park Avenue
- Cleaned off catch basin grates and culvert inlets around town
- Marked an emergency miss utility ticket from Potomac Edison
- Checked fluids and added where needed in all dump trucks

October 10, 2026 – Saturday

October 11, 2026 – Sunday – Checked CSO's and replaced missing stop sign on College Ave.

October 12, 2026 – Monday

- Checked all sewer pumping stations – Ran weekly tests
- Took concrete forms off previously poured barrier wall
- Checked all CSO locations and made a report
- Emptied all city trash cans on Main Street where needed
- Cleaned up debris in roadways all over town after weekend rain event
- Removed litter off Main Street and College Avenue
- Drained water from diesel safety tank system
- Marked miss utility tickets and checked them in on computer
- Removed dead animal in roadway on Main Street
- Cleaned off catch basin grates and culvert inlets around town
- Removed debris and snake from sewer pumping station
- One employee got a DOT physical and drug screening done at Health Matters
- Checked on sewer complaint on East Main Street – Ran jetter truck to open service line
- Refilled jetter water tanks and checked other fluids after use

P.5

October 13, 2026 – Tuesday

- Picked up west end of town garbage route
- Hauled several loads of sediment from filtration plant
- Checked all sewer pumping stations
- Performed monthly check of fire extinguishers
- Attended staff meeting at city hall
- Used wheel loader at dump site to remove piles of debris
- Removed litter off Main Street
- Cleaned floats off at Victoria Lane pumping station and add degreaser
- Hauled more loads of debris from dump site to Miller Bottom
- Ran sewer camera in storm line on Mechanic Street due to complaint
- Sprayed concrete sealer on new concrete walls
- Cleaned wheel loader and dump trucks after use
- Marked miss utility ticked and checked them in on computer
- Painted new bollards along new concrete barrier wall
- Washed off all camera equipment after use
- Uncovered manholes and installed risers on James Court

October 14, 2026 – Wednesday

- Picked up garbage route on east end of town
- Changed over street signage on Centennial Street
- Made repairs to fence line and installed chain lock on gate opening on Center Street
- Removed litter off Main Street
- Loaded up ditch buckets onto lowboy trailer and delivered to job site
- Checked all sewer pumping stations
- Marked miss utility tickets and checked them in on computer
- Finished hauling debris and cleaning up around dump site area
- Picked up sign posts and street signs from Road Safe in Cumberland
- Applied final layer of paint on new bollard posts
- Replaced concrete manhole topper on Frost Avenue and installed concrete anchors
- Made up posted signs and posted parking area down Depot
- Delivered material to Piney Dam
- Pushed up deliveries as they arrived with wheel loader

P.6

October 15, 2026 – Thursday

- Picked up garbage route in center section of town
- Checked signage in Depot parking lot and replaced where needed
- Removed litter off Main Street
- Marked miss utility tickets and checked them in on computer
- Checked all sewer pumping stations
- Removed litter from roadway on Ormand Street
- Checked all CSO'S and made report
- Removed dead animal in roadway on Bowery Street
- Loaded detour signs and barricades for evening parade
- Removed broken glass in roadway on Bowery Street
- Cleaned off catch basins grates around town during rain event
- Picked up banner brackets from over at FSU
- Delivered more supplies and material to Piney Dam
- Picked up debris off Shaw Street
- Set out traffic control devices and worked Homecoming Parade

October 16, 2026 – Friday

- Emptied city trash cans on Main Street where needed
- Unloaded all traffic control devices from last nights event
- Removed litter on Main Street, Water and Broadway
- Swept garage floor and cleaned up tool benches
- Checked all sewer pumping stations
- Marked miss utility tickets and checked them in on computer
- Emptied out shop trash cans, cleaned rest room and lunch room
- Ran street sweeper in Depot parking lot and surrounding area
- Installed four more FSU banners around town
- Ran sewer camera to mark sewer service line on Main Street
- Fixed pump floats at sewer pumping station due to issues
- Checked all the CSO locations before the weekend
- Washed off and cleaned out sweeper after use
- Installed new signage in fire station parking lot on Water Street
- Took all invoices to be paid to city hall
- Washed off all sewer camera equipment after use
- Repainted several updated miss utility tickets around town

P.7

October 17, 2026 – Saturday

October 18, 2026 – Sunday

October 19, 2026 – Monday

- Removed litter off Main Street
- Checked all sewer pumping stations and ran weekly tests
- Picked up street sign order in Cumberland from Road Safe
- Checked and emptied all city trash cans where needed
- Hauled dirt away from Glendening Park
- Cut up and removed downed tree limb on Main Street
- Marked miss utility tickets and checked them in on computer
- Checked troublesome sewer lines and manholes around town for flow issues
- Picked up yard waste all over town
- Installed a few new street signs on Centennial Street
- Picked up trash bags on street corners in center of town from weekends event
- Washed and greased wheel loader after use
- Removed dead animal in roadway on Center Street
- Washed out bed of dump truck after use

October 20, 2026 – Tuesday

- Picked up west end of town garbage route
- Used saw to square off water leak hole to be patched
- Hauled away blacktop chunks to miller bottom
- Checked all sewer pumping stations
- Removed dead animal on Federal Street
- Marked miss utility tickets and checked them in on computer
- Cleaned off blacktop tools and filled roller with water
- Blacktopped water leak hole on Howard Street
- Removed litter off Main Street
- Had special pick-up on Ormand Street
- Used skid steer to remove gravel from area to be patched
- Ordered parts for Truck #4 from Freightliner
- Checked on pothole complaint on Bobcat Court
- Removed cones from around blacktop patch
- Hauled load of stone to Piney Reservoir

P.8

October 21, 2026 – Wednesday

- Picked up east end of town garbage route
- Took all invoices to be paid to city hall
- Checked all sewer pumping stations
- Removing broken parts on Truck #4
- Marked miss utility tickets and checked them in on computer
- Picked up parts from Frostburg Carquest
- Met with Rubys to discuss repairs needed on backhoe
- Ran sewer camera to mark service lines in alleyway
- Installed new brakes and rotors on truck #9
- Picked up yard waste that was missed during Monday's route
- Started greasing auger motors and plow riggings
- Picked up parts for truck #4 in Hagerstown
- Installed new street sign and straightened bent sign post
- Started winterizing blacktopping equipment
- Washed off all sewer camera system after use

October 22, 2026 – Thursday

- Picked up center section of town garbage route
- Met with homeowner to discuss options on sewer service line
- Checked all sewer pumping stations
- Installed new parts on Truck #4 and fixed wiring issue
- Marked miss utility tickets and checked them in on computer
- Ran sewer camera to locate tap on Barnard Street
- Put away deliveries as they arrived
- Started installing and testing spreaders on several trucks
- Removed dead animal from roadway on Water Street
- Checked hydraulic fittings on trucks and replaced where needed
- Picked up tools from O'Reilly Auto Parts
- Checked on complaint over missing utility cover
- Greased and checked fluids on plow trucks
- Added hydraulic oil to skid steer
- Cleaned and disinfected sewer camera after use
- Had Truck #02 taken to Cober Cummins to be worked on

P.9

October 23, 2025 – Friday

- Checked all sewer pumping stations
- Had employee go to take test for CDL learner permit
- Removed litter off Main Street
- Continued setting up plow trucks with spreaders and plows
- Took invoices to be paid to city hall
- Emptied city trash can on Main Street where needed
- Swept and mopped rest room, lunch room
- Replaced spinner motor on Truck #8 and #6
- Marked miss utility tickets and checked them in on computer
- Emptied out all shop trash cans
- Removed dead animal from roadway on Park Avenue
- Washed debris out new sweeper
- Organized and put away street sign delivery

October 24, 2026 – Saturday

October 25, 2026 – Sunday

October 26, 2026 – Monday

- Emptied all city trash cans where needed around town
- Picked up supplies from Rubys
- Set out traffic cones to block off city parking lot on Mechanic Street
- Adjusted brakes on Truck #4
- Removed litter off Main Street and College Avenue
- Worked on hydraulic issues on dump truck
- Marked miss utility tickets and checked them in on computer
- Ran sewer camera to locate service lines
- Checked all sewer pumping stations and ran weekly tests on systems
- Installed two new sign post and four new street signs on Centennial Street
- Replaced hydraulic hoses and fittings on spreader box
- Cleaned up glass and debris in roadway due to complaint
- Washed off all sewer camera equipment after use
- Picked up trailer load of crowd barriers in Cumberland

P.10

October 27, 2026 – Tuesday

- Picked up garbage route on west end of town
- Swept up broken glass and debris in roadway
- Ran sewer camera to explore service line locations
- Cleaned off catch basin grates around town
- Picked up two new enterprise fleet truck in Keyser WV
- Marked miss utility tickets and checked them in on computer
- Trimmed broken tree limb away from roadway
- Removed dead animal in roadway due to complaint
- Checked all sewer pumping stations
- Moved a street sign and post due to complaint
- Removed litter and debris of Main Street
- Washed off all sewer camera equipment after use
- Cut up and removed downed tree in alleyway
- Met with Bennett and Brewer to look over as-builts and do some locates

October 28, 2026 – Wednesday

- Picked up garbage route on the east end of town
- Straightened bent stop sign post and added new handwear
- Checked all sewer pumping stations
- Dye tested several storm lines around North Water Street
- Marked miss utility tickets and checked them in on computer
- Had meeting with ISG to discuss sewer products
- Removed dead animal in roadway on Bowery Street
- Used sewer camera to locate service lines and to get depths
- Marked all service lines and sewer/storm mains with flags and paint
- Removed litter and debris off Main Street
- Met with Share Corporation to discuss needed products
- Checked on a garbage complaint on Crestview
- Picked up parts from Frostburg Carquest
- Installed new batteries in police vehicle and reinstalled rear cage
- Got low boy trailer loaded up and strapped down for tomorrow’s event
- Took tools from old work truck and installed then in the new work truck

P.11

October 29, 2026 – Thursday

- Picked up garbage route in center section of town
- Unloaded pedestrian barriers onto Main Street for tonight's event
- Marked miss utility tickets and checked them in on computer
- Checked all sewer pumping stations
- Worked on mechanical issues on garbage truck
- Loaded up detour signs and stands for tonight's parade
- Removed any litter off Main Street
- Had garbage truck towed to Coburn Cummings in Grantsville
- Took all invoices to be paid to city hall
- Set up the pedestrian barriers after lunch on Main Street
- Took dump truck load of trash to landfill
- Installed new side boards on new dodge dump truck bed
- Picked up other garbage truck after repairs in Grantsville
- Worked traffic control setting up and taking down devices for parade

October 30, 2026 – Friday

- Checked and emptied all city trash cans where needed
- Remove litter off Main Street
- Checked on a sewer complaint and found no issues
- Put all traffic control devices away from last night's event
- Cleaned rest room, lunch room and office area
- Hauled sleigh from VoTech school to Armstrong Insurance
- Emptied out all shop trash cans
- Installed a new clean out cap where one was missing
- Removed debris off catch basin grates around town
- Checked all sewer pumping stations
- Plugged a hole on garbage truck tire that was leaking
- Marked miss utility tickets and checked them in on computer
- Greased garbage truck and filled fluids where needed
- Made adjustments to manhole riser ring that was loose

October 31, 2026 - Saturday

City of Frostburg

Monthly Report: Water Department

For the Month of October, 2026

Submitted by: Ray Richards Jr., Supervisor

October 1, 2026,

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Turn water back on from nonpayment list
- Seeded & mulched yards due to water leaks
- Cold patch hole Paul St. due to water leak
- Repaired water leak Howard St.

October 2, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Ticket
- Turn water back on from nonpayment list
- Installed new meter Center St.
- Met with contractor concerning with new building

October 5, 2026

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Started reading all monthly meters
- Started working on new building with contractor @ shop
- Read monthly master meters

October 6, 2026

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned the shop

- Hauled trash away
- Work on new building
- Repaired meter E. Main St.
- Turned water off Broadway for plumber to install new valve
- Met with maintenance man Paul St. concerning low water pressure
- Turn water on Grant St. paid bill

October 7, 2026

- Checked Pumps @ Crestview Pump Station
- Marked Missed Utility Tickets
- Work on new building
- Delivered fire hose to contractor Mc Culloh St.

October 8, 2026

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Work on new building
- Checked low water pressure Mt. Pleasant St.
- Turned water off Summitt Place for plumber to install new valve

October 9, 2026

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Work on new building
- Final reading Barnard St.

October 12, 2026

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Checked water running in house Mill St. (hot water tank was busted)
- Reread water meter Frostburg Nursing Home (low reading)
- Cleaned out and organized hydrant and tool rooms

October 13, 2026

- Checked Pumps @ Crestview Pump Station

- Marked Miss Utility Tickets
- Clean shop
- Hauled away trash
- 117 Frost Ave (Couldn’t change meter. Valve stuck open)
- Assist plant with cleaning out drying beds
- Assist contractor in finishing up roof and building

October 14 ,2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Investigate water issue @ Trail inn (found busted meter base. Replaced whole meter)
- Straighten up and organize garage out back after new building project
- Roll in millings around and in new garage.
- Turn water off Wood St. for the winter

October 15 ,2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Final reading (Shaw St)
- Stopped meter issue (Ormand St not able to do it. New shut off needs installed)
- Finished putting screws around bottom of new garage

October 16 ,2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Emergency locate 200 McCulloh St
- Emergency locate 179 McCulloh St
- Clean and straighten up pump house
- Pick up stock at PVIS

October 19 ,2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Flushing fire hydrants
- Obtain data log Bowery St.

October 20, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled trash away
- Repaired water leak Mc Culloh St. (installed 4’of 4”-pipe & 2-high maxes)
- Repaired a 6”-valve on Grant St. (installed new bolts)

October 21, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Flushing fire hydrants
- Put cold patch in hole Mc Culloh St. from leak
- Tried to get meter reading Spring St. (meter needs replace)
- Was unable to obtain data log E. College Ave.
- Obtain data log Park St.

October 22, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Flushing fire hydrants
- Pick up new truck 69 from Shoe’s
- Cleaned out all the tools from the old truck
- Installed new meters Allegany St. & Ormand St.
- Repaired water meter Depot Terrance (installed new brass base)
- Turn water off St. Michael’s Cemetery for the winter

October 23, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Final reading S. Water St.
- Repaired water meter Welsh Hill (installed new bottom)

October 26, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Shut off water at city place for Rec dept to fix leak

- Dig trench for Rec dept @ Glendenning
- Move millings around new building to get floor level
- Meter Replacement @ 10606 Tisdale

October 27, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Clean the shop
- Haul away trash
- Work on Fire Hydrant on high street (couldn't get it shut off after hydrant flushing)
- Call in locate to dig up hydrant on high street
- Meter change @ 143 bowery

October 28, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Final reading Park St
- Repaired Savage Springs Road with assisted from W. T. P.
- Installed gravel in drying beds with assisted from W. T. P.
- Worked on organizing new truck

October 29, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Vac up and fix 4 curb boxes that were not accessible (Bealls Ln, Federal St, Centennial St, Hill St)
- 4 Final readings (Grant St, Mount Pleasant St, 157 & 159 Center St)

October 30, 2026

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Final reading Green St.
- Reread water meter Cemetery Rd. (high usage)
- Cleaned up lose gravel on Mc Culloh St. from water valve repair
- Worked on organizing new truck

CITY OF FROSTBURG
Monthly Report: Police Department
For the Month of: October 2026
Submitted by: PCO II Charon Clark & Chief Nicholas Costello

IDENTIFIED INCIDENTS & COMPLAINTS for the Month

2025 675 **2026** 583

ARRESTS	**On-View/Citations**	6
	Warrants Served/Obtained	1
	Summonses Served	4
	Juvenile Arrests & Citations	0
	TOTAL	11
C3I INVESTIGATIONS	**Cases**	0
COMMUNITY POLICING	**Logged Activities**	3
PARKING	**Parking Violations**	1
PUBLIC SERVICE	**Well-Being Checks**	20
	Emergency Petitions	4
	Assist Other Agency	14
	Request for Officer	15
	Follow-Ups	8
	Disturbance (Multiple Inc. Types)	35
TRAFFIC	**M/V Crashes**	12
	Traffic Details	21
	DWI/DUI Arrests	2
TRAFFIC STOPS	**Total Number of Stops**	62
	Citations	21
	Warnings	53
	SEROs	0

COLLECTIONS	**Parking Meter Fines**	$0.00
	Other Parking Fines	$765.00
	Parking Meter Collections	$0.00
	Municipal Infractions Paid	$100.00
	Parking Permits	$0.00
	Miscellaneous	$70.00
	TOTAL	$935.00

Respectfully Submitted,

Nicholas J. Costello
Chief of Police

ORDINANCE 2026 - 08

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF FROSTBURG, MARYLAND ENTITLED "AN ORDINANCE TO REPEAL AND RE-ENACT WITH AMENDMENTS SECTIONS 1.15, 1.16, 1.18, 1.22, 2.1 AND THE USE REGULATIONS TABLE AT THE BEGINNING OF PART 3 AND TO ENACT SECTION 8.10, ALL IN THE ZONING ORDINANCE OF THE CITY OF FROSTBURG (APPENDIX A OF THE FROSTBURG CITY CODE), FOR THE PURPOSE OF INCORPORATING AND ADOPTING PROVISIONS PERTAINING TO ACCESSORY DWELLING UNITS, AS REQUIRED BY THE ACCESSORY DWELLING UNITS ACT OF 2025 (HOUSE BILL 1466 AND SENATE BILL 891)".

WHEREAS, the City of Frostburg is a municipal corporation of the State of Maryland, organized and operating under a charter ("Charter") adopted in accordance with the laws of the State of Maryland;

WHEREAS, Article V, Sections 501 and 502 of the Charter empower the City of Frostburg to regulate zoning matters within the City;

WHEREAS, the City of Frostburg Zoning Ordinance (the "Zoning Ordinance") is set forth in Appendix A to the Frostburg Code;

WHEREAS, it is the policy of the State of Maryland to promote and encourage accessory dwelling units on land with a single-family detached dwelling unit as the primary dwelling unit to help address the State's affordable housing shortage and meet its housing needs;

WHEREAS, the City can play an important role in reducing barriers that prevent homeowners from building accessory dwellings;

WHEREAS, State law, i.e., the Accessory Dwelling Units Act of 2025 (House Bill 1466 and Senate Bill 891), requires local jurisdictions with zoning authority to adopt regulations pertaining to accessory dwelling units in furtherance of the aforementioned State policy;

WHEREAS, the Frostburg Planning Commission reviewed the proposed amendments to Sections 1.15, 1.16, 1.18, 1.22, and 2.1, as well as the Use Regulations Table at the beginning of Part 3 of the Zoning Ordinance, and the text of Section 8.10, a new section of the Zoning Ordinance, at its public meeting held September 9, 2026, and voted to recommend that the Mayor and City Council adopt them;

WHEREAS, a public hearing on this Ordinance was held on the 20th day of October, 2026, at the Mayor and City Council's regular monthly meeting; and

WHEREAS, the Mayor and City Council reviewed the Planning Commission's recommendations and, having considered the testimony at the public hearing, if any, voted to adopt them as set forth hereinafter.

NOW THEREFORE:

SECTION 1: BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF FROSTBURG that Sections 1.15, 1.16, 1.18, 1.22, and 2.1, as well as the Use Regulations Table at the beginning of Part 3 of the City of Frostburg Zoning Ordinance (Appendix A to the City Code), are repealed and reenacted with amendments to read as is set forth in Exhibit A attached hereto and incorporated by reference herein. (NOTE: The attached Exhibit B is a text-edited version of the aforesaid sections of the City Code, showing the amendments effected by this Ordinance.)

SECTION 2: BE IT FURTHER ORDAINED that Section 8.10 of the Zoning Ordinance is hereby enacted, to read as follows:

Sec. 8.10. Accessory Dwelling Units (ADUs).

A. An accessory dwelling unit is permitted on any lot with an existing single-family detached dwelling unit, provided it meets all other standards for accessory structures.

B. An accessory dwelling unit is exempt from the calculation of density for the lot, parcel, or tract upon which it is located. The construction of accessory dwelling units is not restricted by any City of Frostburg ordinance, policy, or program intended to limit residential growth.
C. The rear and side lot line setback requirements for accessory dwelling units are the same as accessory structures for the zoning district in which the lot, parcel, or tract is located.
D. The conversion of an accessory structure as an accessory dwelling unit is prohibited if the only vehicular access to the accessory structure is from an alley.

SECTION 4: BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF FROSTBURG that this Ordinance shall take effect twenty (20) days from the date of its passage.

Passed this _____ day of _____, 2026.

_____
Todd Logsdon, Mayor

ATTEST

_____
Patrick O'Brien, City Administrator

Introduced:	October 20, 2026
Public Hearing:	November 17, 2026
Adopted:	_____
Effective:	_____

EXHIBIT A

Sec. 1.15. Building permits, zoning occupancy and land use permits.

A. Building Permits.

(1) Building Permit Required. No building permit shall be issued except in conformity with the provisions of this Ordinance. A Frostburg Building Permit issued by the Frostburg Community Development Department is required prior to the initiation of any of the following activities:

[a] Erection of any building or structure.

[b] Construction of an addition to any building or structure.

[c] Relocation of any building or structure.

[d] Major Renovation of any building or structure.

[e] Demolition of any building or structure.

[f] Grading.

[g] Construction of driveways, parking, and sidewalks.

[h] Construction of walls or fences.

[i] Construction or installation of a new accessory structure.

[j] Construction or installation of an ADU

[k] Installation of a permanent sign regulated by this Ordinance.

[l] Renovations to accommodate a change in type of use.

[m] Conversion of an unfinished and uninhabitable space to dwelling unit.

[n] Renovation or Reconstruction of a structure following damages from a natural disaster, including but not limited to a fire or a severe weather event, or following a structural failure.

(2) Application for Building Permit. All applications for building permits shall be accompanied by site plans in triplicate, drawn to scale, showing the actual dimensions and shape of the lot to be built upon, the exact size and locations of already existing buildings on the lot, if any, and the location and dimensions of the proposed building or alteration.

(a) The application shall include such other information as lawfully may be required by the Development Staff, including statements describing or identifying the existing and proposed building(s) and alteration(s); existing and proposed uses of the building(s) and land; the number of families, housekeeping units, or rental units the building(s) is/are designed to accommodate; conditions existing on the lot; and such other matters as may be necessary to determine conformance with, and provide for the enforcement of this Ordinance.

(b) At least one (1) copy of the plan shall be maintained in the City's files.

(c) Applications for building permits that are minor in nature and do not involve construction of a principal building shall, at a minimum, be accompanied by a sketch of the proposed project, and should include relevant information such as property lines, dimensions, and/or topography.

(d) A review by the Chief of Police, the City Engineer, and/or the Allegany Soil Conservation District may be required in certain circumstances.

(3) Expiration. If the work described in any building permit has not begun within one (1) year from the date of issuance, said permit shall expire and it shall be canceled by the Development Staff.

(4) Extension. A building permit may be extended for no more than one (1) additional six (6)-month period for a good cause as determined by the Development Staff.

(5) Completion. If the work described in any building permit issued for other than a nonresidential principal building has not been substantially completed within one (1) year of the date of issuance thereof, or eighteen (18) months within the date of issuance if the permit has been extended as provided for in subsection (a) above, said permit shall expire automatically upon the expiration of the applicable term. Building permits for nonresidential principal buildings shall expire (2) years from the date of their issuance. Further work as described in the expired permit shall not proceed unless and until a new building permit has been obtained.

B. *Zoning Use and Occupancy Permits.*

(1) Use and Occupancy Permit. It shall be unlawful to use or occupy or permit the use or occupancy of any building or land, or both, or part thereof, hereafter created, erected, converted, or wholly or partly altered or enlarged in its use of structure until a zoning use and occupancy permit has been issued by the Community Development Director, stating that the proposed use of the buildings or land conforms to the requirements of this Ordinance.

(a) The structure must meet all code requirements and be verified by an authorized City Inspector prior to issuance of an Occupancy Permit.

(b) As an administrative matter, the Community Development Director may at his/her option waive, in writing, the requirement for an Occupancy Permit for minor residential additions and similar improvements.

(2) Relation to Building Permit. All inspections and utility hookups stipulated in the building permit as well as required outside agency approvals must be completed to the satisfaction of the City prior to issuance of an Occupancy Permit.

(3) Temporary. A temporary occupancy permit may be issued by the Community Development Director for a period not exceeding six (6) months during the alterations or partial occupancy of a building pending its completion, provided that such temporary permit may require such conditions and safeguards as will protect the safety of the occupants and the public. In instances where a temporary occupancy permit is sought, the Community Development Director shall require the developer to post a bond or other surety in an amount sufficient to cover the costs of the completion of the building prior to issuance of the temporary occupancy permit. The form and content of the bond or other surety shall be subject to the approval of the Community Development Director.

(4) Records. The Community Development Director shall maintain a record of all zoning occupancy permits and copies shall be furnished upon request to any person.

(5) Rental Housing. The Community Development Director shall require an applicant to prove compliance with the City's Rental Housing Ordinance, as applicable.

C. *Compliance with Submittals and Permits.* Building Permits or Zoning Use and Occupancy Permits issued on the basis of site plans and applications approved by the Community Development Director and/or the Board of Zoning Appeals authorize only the use, arrangement, and construction set forth in such approved plans and applications, and no other use, arrangement or construction shall be deemed to be authorized by such approval.

(1) Use, arrangement, or construction differing with that authorized may be deemed a violation of this Ordinance, and may be punishable as provided by Section 1.21 hereof.

D. *Violation.* Failure to obtain a zoning use and occupancy or building permit shall be a violation of this Ordinance and punishable under Section 1.21.

Sec. 1.16. Site plan review and approval.

A. Prior to issuing a zoning use and occupancy permit or building permit for construction, expansion, or change in use, a site plan and supporting documentation shall be submitted to the Planning Commission for its review and approval.

B. The purpose of site plans are to assure detailed compliance with applicable provisions of enacted regulations and to prescribe standards for the design and construction of site improvements. Development requiring site plan approval shall be permitted only in accordance with all specifications contained on an approved site plan, and shall not be undertaken until the site plan is approved and all required construction permits have been obtained subsequent to such approval.

C. Applicability. All development or land use activities within the City shall require site plan review before being undertaken, except for the following:

(1) Construction or expansion of a single-family dwelling, a twin-family dwelling, an ADU, and ordinary accessory structures.

(2) Landscaping or grading which is not intended to be used in connection with a land use reviewable under the provisions of this Zoning Ordinance.

(3) Parking areas five (5) spaces or less in size.

(4) Ordinary repair, maintenance or alterations of the interiors of existing structures or uses.

(5) Exterior alterations or additions to existing structures which would not increase the square footage of the existing structure by more than one thousand (1,000) square feet or have a cost value of less than $10,000.00.

(6) Agricultural or gardening uses.

(7) All signs except in conjunction with new development.

D. Site plan applications shall include the information listed in Appendix A for preliminary and final site plans. The Planning Commission may, in its discretion, waive any information or preliminary requirements which are not relevant to the proposed use and site.

E. The Planning Commission's review of the preliminary site plan shall include, but is not limited to, the following considerations:

(1) Adequacy and arrangement of vehicular traffic access and circulation, including emergency vehicle access.

(2) Location, arrangement, appearance and sufficiency (including, but not limited to, the size of the spaces provided) of off-street parking and loading.

(3) Location, arrangement, size and design of buildings, lighting, and signs.

(4) Relationship of the various uses to one another and their scale.

(5) Adequacy, type, and arrangement of trees, shrubs, and other landscaping constituting a visual and noise buffer between adjacent uses and adjoining lands.

(6) Adequacy of stormwater and sanitary waste disposal.

(7) Adequacy of structures, roadways, and landscaping in areas susceptible to erosion, ponding, or flooding.

(8) Compatibility of development with natural features of the site and with surrounding land uses.

(9) Adequacy of open space for play areas, informal recreation and the retention of natural areas such as wildlife habitats, wetlands, and wooded areas.

(10) Adequacy for pedestrian access.

F. The Planning Commission may require additional information which appears necessary for a complete assessment of the project.

G. Major site plans shall be prepared by an engineer, architect, landscape architect, or land surveyor duly registered to practice in the State of Maryland.

H. Upon receipt of the major site plan, the Planning Commission shall review the site plan, soliciting comments from other departments, agencies, and officials as may be appropriate. The site plan shall be approved if it meets the requirements of this section, Appendix A, other requirements of this Zoning Ordinance and all other Federal, State, and County regulations. Notice of approval or disapproval of the site plan shall be given in writing to the applicant.

I. Construction of Required Improvements.

(1) Upon approval of a site plan, the applicant shall then secure the necessary construction permits from appropriate agencies before commencing work. The applicant may construct only such improvements as have been approved by the Planning Commission and appropriate City review and approval agencies.

(2) The City may require inspection during and/or after construction of the site improvements.

J. Expiration and Extension.

(1) Approval of site plans shall be for a two (2)-year period and shall expire at the end of such period unless substantial construction of site improvements has begun in good faith, i.e. with the intent to continue with the construction and carry it through to the completion of the project.

(2) Upon written request by the applicant within thirty (30) days prior to the expiration of said approval, upon good cause shown, the Planning Commission may grant a one (1)-year extension of the aforesaid two (2)-year period.

(3) The Planning Commission shall acknowledge receipt of a request for an extension and shall render a decision thereon not more than thirty (30) days after its filing.

Sec. 1.18. Board of zoning appeals.

A. *Membership of Board.* The Board of Zoning Appeals shall consist of five (5) members and one (1) alternate appointed by the Mayor and Council. Existing terms of office shall be continued. Any appointments after the adoption of this Ordinance shall be for terms of three (3) years.

(1) Removal. Members may be removed from office by the Mayor and Council for (i) incompetence; (ii) misconduct; or (iii) in the same manner as for a member of a State board or commission: (a). failure to attend meetings under 8-501 of the State Government Article of the Annotated Code of Maryland; or (b) conviction of a crime in accordance with 8-502 of the State Government Article of the said Annotated Code. The Mayor and Council shall provide the member sought to be removed with a written statement of charges stating the grounds for removal and an opportunity for a public hearing to contest the charges.

(2) If any member leaves office before the conclusion of his/her term, the Mayor and Council shall appoint a replacement to serve the unexpired length of the term.

(3) Members may serve with such compensation as the Mayor and Council deem appropriate.

B. *Organization, Meetings, Rules and Records of the Board.* The Board of Zoning Appeals shall elect a Chairperson from its membership. The Chairperson's term shall be one (1) year with eligibility for re-election. The alternate may sit on the Board in the absence of any member of the Board. When the alternate is absent, the Mayor and Council may designate a temporary alternate.

(1) The Board shall adopt rules for the transaction of business that shall be posted in the office of the Community Development Director and available to the public in written form.

(2) The Board and/or its staff shall keep a record of its resolutions, transactions, testimony, findings, and determinations, all of which shall be public records for the purposes of the Maryland Public Information Act (Md. State Gov. Code Ann. §§ 10-611, et seq.), as may be amended from time to time.

(3) The Board may call upon any City official or department head for assistance in the performance of its duties, and it shall be the duty of such officers to render such assistance to the Board as may reasonably be required.

(4) It shall be the duty of the Community Development Director to serve as the secretary and administrative officer for the Board of Zoning Appeals.

C. *Powers of the Board of Zoning Appeals.* With respect to zoning matters, the Board of Zoning Appeals shall have the following powers and functions.

(1) Administrative Review. The Board of Zoning Appeals shall hear and decide appeals where it is alleged there is error in any order, requirement, decision or determination made by any City agency or official in the administration or enforcement of this Ordinance.

(a) Any such appeal shall be filed within thirty (30) days after such alleged error, unless the appellant alleges and proves that he/she had no notice, knowledge or reason to believe that such error had been made and should not have known that it had been made, in which event, the appeal shall be filed within thirty (30) days from the date of the earliest to occur of the foregoing bases for extending the filing deadline. If such person has succeeded to his/her interest after such alleged error, then he/she shall be bound by the knowledge of his/her predecessor in interest.

(2) Interpretation of District Boundaries. The Board of Zoning Appeals may determine the exact location of zoning district boundaries as shown on the Official Zoning Map, consistent with the provisions of Section 1.8 hereof.

(3) Special Exceptions. The Board of Zoning Appeals shall hear and decide only such special exceptions as the Board of Zoning Appeals is specifically authorized to pass on according to the provisions of this Ordinance and to decide such questions as are involved in determining whether special exception may be granted.

(a) A special exception may be authorized when the Board of Zoning Appeals finds from a preponderance of the evidence of record that the proposed use or structure:

(i) Will be consistent with the City's Comprehensive Plan;

(ii) Will meet the standards and criteria applicable to such use and similar uses permitted as a matter of right within the subject Zoning District; and

(iii) Will not cause an adverse effect upon adjoining and surrounding properties unique and different, in kind, or degree, than that associated with such use, regardless of its location within the zone.

(b) Burden of Proof. The applicant for a special exception shall have the burden of proof, which shall include the burden of going forward with the evidence and the burden of persuasion on all questions of fact, which are to be determined by the Board.

(4) Variances to authorize upon appeal in specific cases such variances from the terms of this Ordinance where, owing to special conditions, a literal enforcement of the provisions of this Ordinance would result in practical difficulty.

(a) A variance from the terms of this Ordinance shall not be granted unless and until the applicant has demonstrated each of the following:

(i) Special conditions and circumstances exist which are peculiar or unique to the land, structure or building involved in a manner different from the nature of the surrounding properties such that the peculiarity or uniqueness causes this Ordinance to impact disproportionately on the applicant's property;

(ii) The peculiarity or uniqueness of the special conditions or circumstances relate to inherent characteristics of the subject property which are not shared by neighboring properties, (e.g., shape, topography, subsurface conditions, environmental factors, historical significance, access or non-access to navigable waters, practical restrictions imposed by abutting properties (such as obstructions and bearing and party walls) or other similar restrictions);

(iii) Literal interpretation of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Ordinance;

(iv) The special conditions or circumstances did not result from the actions of the applicant;

(v) Such modification will not be contrary to the public interest; and

(vi) Such variance will not involve allowing a use not permitted under the terms of this Ordinance in the district involved.

(b) Administrative Variance. An administrative variance may be granted by the Community Development Director when special conditions and circumstances exist which are peculiar to the lot or parcel, and are not conditions resulting from an act or actions of an Applicant, and would make strict enforcement of this Ordinance unreasonable. Applicability for an administrative modification is relevant to how and when the subject lot was created, geophysical conditions, legal encumbrances or existing improvements associated with the subject lot or parcel. Examples include, but are not limited to, shape of lot, lot area, infrastructure, utility easements, buried or overhead electric lines, or a combination thereof. Modification(s) to development standards are not taken into consideration relative to the financial or physical condition of the applicant, nor for lots created after October 5, 1964 (Subdivision and Land Development Regulations).

(i) The Community Development Director may only authorize an administrative variance if:

[a] The subject lot was created prior to October 5, 1964;

[b] If the project cannot be relocated on the subject lot to meet the requirements of the Zoning Ordinance; and

[c] The project cannot not be reduced in scope or size to conform to the Ordinance.

(ii) The Community Development Director may authorize the following administrative variances after making an on-site investigation and consulting with other appropriate agencies:

[a] An administrative variance of fifty percent (50%) or less in lot size or width.

[b] An administrative variance of fifty percent (50%) or less in front, side, or rear yard setbacks, including setbacks from alleys. Where lots front on a state highway, the State Highway Administration may vary the setback per their requirements.

[c] An administrative variance of seventy-five percent (75%) or less in side or rear yard setbacks for accessory structures and ADUs.

(iii) The Community Development Director may not authorize an administrative variance to beyond the extent required to meet the purposes for which it was sought. In the event

staff denies a request for an administrative modification, it may be appealed to the Board of Zoning Appeals.

(iv) All other requests for variances must be heard by the Board of Zoning Appeals as a variance to the terms of Section 1.18C(4)(a).

(c) Persons with Disabilities. After having received a complete written application, the Board of Zoning Appeals shall grant a variance allowing modifications to specific requirements of this Ordinance that the applicant proves to the satisfaction of the Board of Zoning Appeals are necessary to provide a reasonable accommodation under the Americans With Disabilities Act and/or the Federal Fair Housing Act and/or applicable State law, as amended, to serve persons who the applicant proves have disabilities as defined in and protected by such laws.

(5) Variances shall not be considered based upon the financial condition of the applicant.

(6) Conditions. In granting any variances or special exception, the Board of Zoning Appeals may prescribe appropriate conditions and safeguards in conformity with this Ordinance. Violations of such conditions and safeguards, when made a part of the terms under which the variance or special exception is granted, shall be punishable under the provisions of Section 1.21 hereof and at the discretion of the Board after notice and hearing and shall be grounds for termination or revocation of the variance or special exception itself.

(7) Limitation. The Board of Zoning Appeals shall not have the authority to amend the Zoning Ordinance.

(8) Additional Powers of Board. The Board shall have the authority to hear and decide appeals when it is alleged that there is an error in any order, requirement, decision or determination made by an administrative officer, including, but not limited to, the Community Development Director, or administrative unit in the implementation of this Ordinance.

(9) Non-Conforming Uses. The Board may grant approval for the expansion or change of non-conforming uses in accordance with the provisions of Section 1.22.

D. *Who may file an Appeal or Application.*

(1) With respect to zoning matters, applications to the Board may be filed by any person who has a financial or ownership interest in the property to be affected and who is:

(a) desirous of obtaining the grant of a special exception; or

(b) desirous of obtaining a grant for variance from the terms of this Ordinance; or

(c) desirous of obtaining an interpretation of a district boundary, consistent with the provisions of Section 1.8;

(d) requesting an administrative review or other review or approval specified by this Ordinance.

(2) With respect to other matters, appeals to the Board may be filed by any person who is aggrieved by any order, requirements, decision, or determination of any City agency or official in connection with the administration and enforcement of this Ordinance.

(3) Appeals and applications shall be made on forms provided by the Community Development Director.

(4) The hearing shall be scheduled within ninety (90) days of the date in which the appeal application was filed.

(5) Appeals and applications, accompanied with the required fees established by the Mayor and Council, shall be filed with the Community Development Director.

(6) In the case of appeals, the Community Development Director shall transmit to the Board all papers constituting the record upon which the action appealed from was taken.

E. *Hearing, Notice.* The Community Development Director shall fix a reasonable time for the hearing of appeals and applications, consistent with its rules of practice and procedure. Public notice shall be given by the Board for all hearings relating to zoning matters in accordance with the procedures set forth Section 1.10 hereof.

F. *Calendar of the Board.* The Community Development Director may establish a regular calendar of hearing dates, which are intended to be used if applications are submitted that need action by the Board.

G. *Advice of the Planning Commission.* Before deciding any application for special exception, variance, or administrative error review, the Board of Zoning Appeals shall request the advice of the Planning Commission in reference to such applications.

(1) The Board may request from the Planning Commission such technical information and advice as will further assist the Board in reaching decisions. Any written material forwarded by the Planning Commission shall be incorporated into the public record and be made available to the applicant.

(2) The advice of the Planning Commission shall not be binding upon the Board of Zoning Appeals. Lack of advisory action by the Planning Commission shall not delay action by the Board of Zoning Appeals.

H. *Stay of Proceedings.* An appeal shall stay all proceedings in furtherance of the action appealed from, unless the Community Development Director certifies to the Board of Zoning Appeals that by reasons of facts stated in the certificate a stay would, in the Community Development Director's opinion, cause imminent peril to life or property. Upon such certification, the stay shall terminate except that, upon good cause shown, the Board may order that the stay shall remain in effect only if good cause is shown, the Board of Zoning Appeals shall, by written order, permit such proceedings to go forward, in total or in part, or under such restrictions as the Board may deem appropriate or it shall order that the stay remain in effect if good cause is shown. A hearing pursuant to the certification shall be held as soon as is practicable.

I. *Repeated Applications.* If an application or appeal is disapproved by the Board of Zoning Appeals, thereafter the Board shall not be required to accept for filing another application for substantially the same proposal on the same premises, until after one (1) year from the date of such disapproval.

(1) An appeal or application may be withdrawn prior to advertisement of the hearing without prejudice; however, the fees for such appeal or application may be retained by the City, at the discretion of the Community Development Director.

J. *Limitation of Authority of the Board.* Nothing contained in this section shall be deemed to authorize the Board to reverse or modify any refusal of a permit or any other order, requirement, decision, or determination which conforms to the provisions of this Ordinance and which is therefore not erroneous; nor to authorize the Board to validate, ratify, or legalize any violation of law or of the provisions of this Ordinance.

(1) The Board shall not amend any of these provisions of this Ordinance including the Official Zoning Map; nor shall such authority be vested in the Board.

Sec. 1.22. Non-conformities.

A. *Non-Conformities in General.*

(1) Definition of Non-conformities. Lots, structures, signs, uses of land, and/or uses of structures and land in combination which were lawful before this Ordinance was passed and amended, but which would not be permitted within the applicable district established by this Ordinance, as amended.

(2) Purposes. To seek the gradual conversion of non-conforming uses over time into more conforming uses and to carefully control increases in the severity of other non-conformities.

(3) Non-conformities shall not be enlarged upon, expanded or extended except as provided in this Section 1.22. Non-conformities shall not be used as grounds for adding other structures or uses prohibited elsewhere in the same district.

(4) To avoid undue hardship, nothing in this Ordinance shall be deemed to require a change in plans, construction, or designated use of any building on which actual construction was lawfully begun prior to the effective date of adoption or amendment of this Ordinance and upon which "actual construction" has been carried on diligently.

(5) Actual construction is hereby defined to include the placing of construction materials in permanent position and fastened in a permanent manner. For the purposes of this subsection, excavation or demolition or removal shall be deemed to be actual construction provided that work shall be carried on diligently.

B. *Non-Conforming Lots of Record.* In any district in which single-family detached dwellings are permitted, a single-family detached dwelling, customary accessory structure or ADU may be erected on a lot that was a single lot of record at the effective date of adoption of this Ordinance, or upon two (2) or more lots of record that are permanently merged, provided that all applicable requirements of this Ordinance (including but not limited to required yards) are met, regardless of whether such existing lot complies with minimum lot area and minimum lot width requirements.

(1) Such lot shall be in separate ownership, not be of continuous frontage with other lots in the same ownership, have an absolute minimum lot area of one thousand (1,000) square feet, and not be further subdivided. This provision shall not permit construction upon a lot that according to an approved subdivision plan was not intended for building purposes.

(2) Any modification of yard requirements shall require a variance by the Board of Zoning Appeals.

(3) In addition, such a lot must be able to provide a safe water supply and be able to dispose of domestic waste without causing a health hazard.

C. *Non-Conforming Structures and Signs.* Where a lawful structure or sign exists at the effective date of adoption or amendment of this Ordinance that could not be erected under the provisions of the ordinance, such structure or sign may be continued so long as it remains otherwise lawful, subject to the following provisions:

(1) A structure or sign may be altered to simply decrease its nonconformity. No non-conforming structure or sign may be enlarged or altered in such a way as to increase its nonconformity.

(2) A non-conforming structure involving a non-conforming use shall also meet the applicable provisions for a non-conforming use.

(3) A non-conforming structure occupied by a conforming use may be expanded provided all requirements of this Ordinance are met for the expansion, including, but not limited to setbacks, height and maximum building coverage.

(4) Damage. If a non-conforming structure or sign is damaged or destroyed to an extent of more than fifty percent (50%) of its replacement cost at the time of damage or destruction, it shall not be reconstructed or restored except in conformance with the provisions of this Ordinance, provided however, that any dwelling lawfully existing at the time of the adoption of this Ordinance which shall be damaged to any extent may be repaired or reconstructed at its prior location notwithstanding any other provision of this Ordinance.

(5) Should such structure or sign be moved for any reason for any distance whatever by the owner thereof, it shall thereupon be required to conform to the regulations for the district in which it is located after it is moved, except that a structure or sign may be moved on a lot (such as further from a street) to simply make it less non-conforming.

D. *Non-Conforming Uses Not Involving Significant Structures.* Where at the time of adoption of this Ordinance, lawful use of land exists which would not be permitted by the regulations imposed by this Ordinance, and where such use involved no individual structure with a floor area in excess of one hundred (100) square feet, the use may be continued so long as it remains otherwise lawful, provided:

(1) No such non-conforming use shall be enlarged or increased, nor extended to occupy a greater area of land than was occupied at the time the use became non-conforming.

(2) No such non-conforming use shall be moved in whole or in part to any portion of the lot or parcel other than that occupied by such use at the effective date of adoption or amendment of this Ordinance.

(3) If any such non-conforming use of land ceases for any reason for a period of more than ninety (90) days, any subsequent use of such land shall conform to the regulations specified by this Ordinance for the district in which such land is located.

(4) No additional structure that does not conform to the requirements of this Ordinance shall be erected in connection with such non-conforming use of land.

E. *Non-Conforming Uses Involving Significant Structures.* If a lawful existing use involves individual structure(s) with a total floor area in excess of one hundred (100) square feet exists at the effective date of this Ordinance, and such non-conforming use would not be allowed in the district under the terms of this Ordinance, the lawful use may be continued so long as it remains otherwise lawful subject to the following provisions:

(1) No non-conforming structure shall be enlarged, extended, constructed, reconstructed, moved, or structurally altered in such a way that will increase the extent of any dimensional nonconformity.

(2) Expansion.

(a) As a special exception, the Board of Zoning Appeals may permit a non-conforming use (other than a sign) to expand up to a maximum of fifty percent (50%) of the total floor area, the total building volume and the total land area occupied by the use, whichever is more restrictive, that existed on the date the use became non-conforming under the City Zoning Ordinance, provided that:

(i) No new nonconformity is created,

(ii) No existing dimensional nonconformity is made more severe, and

(iii) No additional non-conforming dwelling units or boarding house units are created.

(b) In addition, the Community Development Director may allow minor expansions of a non-conforming use to accommodate routine minor adjustments that will not increase the intensity of the use, such as construction of fire stairwells or handicapped access.

(3) Within Existing Building. Any non-conforming use may be extended throughout any parts of an existing building which were manifestly arranged or designed for such use at the time such use became non-conforming.

(4) Change in Use:

(a) A non-conforming use may be changed to a use permitted in the district in which it is located. If a non-conforming use is changed to a conforming use, a non-conforming use may not thereafter be resumed.

(b) As a special exception, a lawful non-conforming use may be changed to another non-conforming use, provided that the applicant proves that the new use will not be more intense in terms of external effects and nuisances than the previous use.

(5) Abandonment. When a non-conforming use involving a structure of over one hundred (100) square feet of floor area is discontinued or abandoned for twelve (12) consecutive months or for a minimum of eighteen (18) months during any three (3)-year period (except when government action impedes access to the premises), the right to continue a non-conforming use shall cease. In such case, the land and structures shall only be used in conformance with the regulations of the district in which they are located.

(6) Destruction. Where non-conforming use status applies to a structure and land in combination, removal or destruction of the structure shall eliminate the non-conforming status of the land. Destruction for the purpose of this subject is defined as damage to an extent of more than fifty percent (50%) of the replacement cost at the time of destruction.

(7) Number of Occupants. Where this Ordinance would require a lower number of occupants in a certain dwelling unit than City regulations that were in effect immediately before this Ordinance was adopted, such higher maximum number of occupants may continue within that dwelling unit as a non-conforming use, provided:

(a) The property owner or his/her successor provides evidence that such dwelling unit was registered with the City of Frostburg under the Rental Housing Code at the time this Ordinance was adopted, and continues to be registered,

(b) Such dwelling unit was inspected under the Rental Housing Code, and continues to be inspected as required,

(c) There continues to be compliance with the maximum number of occupants that were authorized by the Housing Inspector, and

(d) The number of dwelling units or rooming house units on the lot does not increase after the adoption of this Ordinance.

F. *Repairs and Maintenance.*

(1) This Ordinance shall not regulate ordinary maintenance and repairs of nonconformities, provided the extent of the nonconformity is not increased.

(2) If the non-conforming structure or portion of a structure containing a non-conforming use becomes physically unsafe or unlawful due to the lack of repairs and maintenance and is declared by any duly authorized official to be unsafe or unlawful by reason of physical condition, it shall not thereafter be restored, or rebuilt except in conformity with the regulation of the district in which it is located.

G. *Uses Allowed Under Special Exception Provisions.*

(1) Any use which exists at the effective date of this Ordinance which is permitted by this Ordinance as a special exception in the district where such use is located shall not be deemed a non-conforming use in such district, but shall without further action be considered a conforming special exception use.

(2) Such use, however, shall be subject to the jurisdiction of the Board of Zoning Appeals as a special exception, and shall not be expanded or otherwise modified or enlarged except upon Board hearing and approval.

Sec. 2.1. Meaning of terms.

Accessory Dwelling Unit or *ADU:* a secondary dwelling unit that is on the same lot, parcel, or tract as a primary single-family detached dwelling unit and not greater than 75% of the size of and subordinate in use to the primary single-family detached dwelling unit. “Accessory dwelling unit” includes a structure that is separate from the primary single-family detached dwelling unit or attached as an addition, to the primary single-family detached dwelling unit. See standards in Section 8.10.

Accessory Structure: A structure that is a) subordinate to and serves the principal structure; b) is located on the same lot as the principal structure; and c) is not attached by any common wall or by a common roof to the main structure. Accessory structure under this Ordinance does not pertain to a separate dwelling unit not attached to the principal dwelling. This definition specifically excludes ADUs.

Accessory Use: A use which a) is subordinate to and services the principal use, b) takes place on the same lot as the principal use, and c) is a use which is clearly incidental to customarily found in connection with and, except

as otherwise provided in this Zoning Ordinance, is located on the same lot as the principal use of the premises. Accessory use under this ordinance does not pertain to a separate dwelling unit not attached to the principal dwelling.

Adult Day Care Center: A facility operated to provide, with or without charge, care for four (4) or more medically handicapped adults or elderly individuals in accordance with the Title 14 of the Maryland General Health Article.

Adult Day Care Home: A facility operated to provide, with or without charge, care for two (2) or three (3) medically handicapped adults or elderly individuals in accordance with the Title 14 of the Maryland General Health Article. An Adult Day Care Home shall be permitted as a Home Occupation, and operated in accordance with Section 8.1.

Adult Use: Any business, operation, or activity, in which a significant amount of the business consists of one (1) or more of the following, and which shall only be permitted in a zoning district where the use is specifically permitted by this Ordinance:

(a) The conduct, promotion, delivery, provision, or performance of Adult Entertainment or Material; including, but not limited to, that occurring in, a, or in connection with a cabaret, lounge, nightclub, modeling studio, bar, restaurant, club, lodge, or similar establishment; or

(b) The sale, rental, transfer, loan, dissemination, distribution, provision or promotion of Adult Entertainment or Material, in any format, form, or medium, including, but not limited to, books, magazines, newspapers, photographs, movies, videos, DVDs, CDs, or other audio/video recordings, other electronic recordings, and/or coin-operated pay-per-view viewing devices, including, but not limited to, the operation of an Adult Book or Video Store.

Adult Bookstore or Video Store: An Adult Use, whether or not containing viewing booths, theatres, or other performance viewing source, that involves the sale, rental, transfer, loan, dissemination, newspapers, photographs, movies, videos, DVDs, CDs, or other audio/video recordings, or other electronic recordings, or in the form of merchandise, objects, items, or devices.

Adult Entertainment or Material: Any performance, depiction, or text that is intended to cause or provide, or reasonably may be expected to cause or provide, sexual stimulation, sexual excitement, or sexual gratification, and;

(a) In which an individual or individuals appear in a state of nudity or partial nudity; or

(b) That consists, in whole or in part, of action, activity, poses, portrayal, depiction, or description of:

(i) Human genitals in a discernible state of sexual stimulation or arousal; or

(ii) Any act, which is, or may be considered, sexual in nature, whether real or simulated, or physical or attempted contact with clothed or unclothed genitals, pubic areas, and female breasts.

(c) That consists of any merchandise, object, item or device that is designed and/or marketed with the intention of causing, or that reasonably may be expected to cause, sexual stimulation, sexual excitement, or sexual gratification.

Alley: A public way that primarily provides a means of access or travel between abutting properties and which has a maximum right-of-way of less than twenty (20) feet.

Basement: Any area fully or partially below the grade adjacent to a structure.

Bed and Breakfast: A private owner-occupied, single-family detached residential dwelling containing as the primary use, an aggregate of lodging rooms offered for rent with breakfast service to transient guests within a setting reflecting a residential rather than commercial character.

Board or *Board of Zoning Appeals:* The Board of Zoning Appeals of the City of Frostburg, Maryland.

Boarding Unit: A use within a single-family dwelling unit allowed only when a property owner is in residence in which a room or group of rooms forming a habitable unit, used or intended to be used for living or sleeping but not for cooking or taking of meals, is provided to either one (1) individual or two (2) individuals not related to the property owner; when a housekeeping unit as defined under the definition of "Family" in this Ordinance is not created; and when supported by off-street parking for unrelated occupants as set forth in Section 6.12 of this Ordinance.

Body Art Studio: A commercial use involving the marking of skin of persons with a design by process of pricking and/or ingraining an indelible pigment or by raising scars, or similar method.

Building: A structure with a roof supported by walls, designed to be used as a place of occupancy, storage, or shelter, or commerce.

Building Code: The International Building Code, together with the revisions and amendments thereto which were most recently adopted by the Mayor and Council. As of the effective date of this Ordinance, the Mayor and Council have adopted the 2012 edition of the International Building Code.

Building Setback: A line beyond which the foundation wall, any enclosed or covered porch, vestibule, or other structure of a building or part thereof shall not project; except for the architectural features listed in Section 6.1J. For purposes of this Ordinance, the building setback shall be the same as the innermost edge of the required yards.

Building, Principal: A building that houses a principal use.

Bufferyard: A combination of a setback and a visual buffer or barrier, and is a yard or area together with the planting and/or structure required thereon. Both the amount of land and the type and amount of planting specified for each bufferyard requirement are designed to ameliorate potential adverse impacts between certain adjacent land uses, such as a single-family residence and a retail business.

Childcare Center: An agency, institution, or establishment, that for part or all of the day, or on a twenty-four (24)-hour basis on a regular schedule, and at least twice a week, offers or provides childcare to children who do not have the same parentage, except as otherwise provided for in law or regulation. Any childcare center must be licensed in accordance with the Family Law Article of the Annotated Code of Maryland.

Childcare Home, Family: A residence in which family childcare is provided for up to eight (8) children. Family childcare is care given to a child under the age of thirteen (13) years or to any developmentally disabled person under the age of twenty-one (21) years, in place of parental care for less than twenty-four (24) hours a day, in a residence other than the child's residence, for which the childcare provider is paid. Any family childcare home must be licensed in accordance with the Family Law Article of the Annotated Code of Maryland. A family childcare home shall be permitted as a Home Occupation, and operated in accordance with Section 8.1.

Churches and Places of Worship: Buildings regularly used for religious services or worship such as a churches, temples, synagogues or mosques.

Clubs and Lodges: Buildings or areas of land that: a) are used by recreational, civic, social, fraternal, religious, political, labor unions or similar organizations for meetings, socializing and recreation, b) are limited to use by bona fide members and their occasional guests, except for persons specifically invited for special celebrations, c) which are not open to the general public, and d) which are not operated as a for-profit business. Any use such as a tavern, restaurant or retail sales shall only be permitted if all of the requirements for such use are also met. Clubs and lodges shall not include: a) fraternities or sorority dwellings, or b) any residential uses.

Commercial: Any activity conducted with the intent of realizing a profit from the sale of goods or services.

Comprehensive Plan: The current Frostburg Comprehensive Plan, as adopted by the Mayor and Council, pursuant to the laws of Maryland, and any amendments thereto.

District: A designated area within the city wherein specific residential or business activities may occur.

Driveway: A privately owned vehicular access from a street or alley serving one (1) or two (2) lots.

Dwelling, Multifamily: A residential use consisting of a building containing three (3) or more dwelling units. For the purpose of this definition, a building includes all dwelling units that are enclosed within that building or attached to it by a common floor or wall (even the wall of an attached garage or porch).

Dwelling, Multifamily Apartments: A multifamily residential use other than a multifamily conversion or townhouse.

Dwelling, Primary with Accessory Apartment: See Accessory Dwelling Unit.

Dwelling, Single-family Detached: A residence consisting of a single detached building containing one (1) dwelling unit.

Dwelling, Townhouse: A building consisting of three (3) or more dwelling units, with each dwelling unit sharing a common vertical wall (including, without limitation, the wall of an attached garage or porch) with at least one (1) other dwelling unit, and where each dwelling unit must occupy the space from ground to the roof and each dwelling unit must have independent outside access. Each dwelling unit is located on a separate fee simple lot.

Dwelling, Twin: One (1) dwelling unit attached to only one (1) other dwelling unit, with the dwelling units separated by a solid vertical wall, with each dwelling unit occupying the space from the ground to the roof and an independent exterior entrance, with each dwelling unit being situated on its own fee-simple lot.

Dwelling, Two-Family: A building containing two (2) dwelling units, but not including a primary dwelling with an accessory apartment. If two (2) dwelling units share a common wall, even the wall of an attached garage or porch, the dwelling units shall be considered to be a two (2)-family dwelling.

Dwelling Unit: A single unit providing complete living facilities for at least one individual, but no more than one (1) "family" (as defined by this Section) unless specifically stated otherwise, including, at a minimum, provisions for sanitation, cooking, eating, and sleeping. The minimum size of a dwelling unit shall be dictated by the effective building and property maintenance codes adopted by the Mayor and Council.

Essential Services: Facilities owned or maintained by public or private companies or public agencies that are engaged in the delivery or transport of water, wastewater, stormwater, natural gas, electric power, telecommunications, or similar services but not including new construction of a) buildings or enclosed structures greater than one thousand (1,000) SF in area; b) utility storage yards; c) overhead power transmission poles, towers, or wires; d) cellular, relay, or transmitting radio or communication towers.

Family: An individual, or two (2) or more persons who are related, or a group of not more than four (4) persons who are not related living together as one (1) common housekeeping unit in a dwelling unit, unless specifically stated otherwise (such as the applicable district regulations or the group home regulations).

Farm Animals: Animals other than household pets, which are intended to be kept for commercial and/or family food production and sale, education, or recreation. Farm Animals are identified by these categories: large animals, e.g., horses and cattle; medium animals, e.g., sheep, goats, pigs, hogs and any manner of swine; or small animals, e.g., rabbits, chinchillas, chickens, turkeys, pheasants, geese, ducks, and pigeons.

Fence: A fixed structure designed to prevent escape or intrusion or to define property.

Floor Area, Total: The gross area of a building measured by taking the outside dimensions of the building at each floor level intended for occupancy or storage.

Gambling: A use involving gaming, wagering, betting, or other games of chance where money or other items of value are at risk based upon the outcome of events which have not yet occurred.

Gambling Establishment: A use where the sole or primary purpose of the establishment is to offer patrons the opportunity to engage in gambling which shall include, but is not limited to, casinos or off-track betting parlors. A gambling establishment does not include fraternal clubs, religious or charitable organizations, which may, under the applicable laws of Maryland and Allegany County, utilize games of chance for fundraising activities to further charitable purposes. Gambling establishments shall not include restaurants, taverns, or stores that sell or promote games of chance sponsored or licensed by the State of Maryland.

Garage: A noncommercial structure used for the storage of vehicles and household items.

Group Home: A dwelling unit to house persons who need special care and oversight because of mental or developmental disability, old age, physical disability, physical or emotional abuse committed against themselves, or mental illness (other than mental illness that involves or has involved behavior related to violent crime). Such use shall function as a common household unit. See standards for Group Homes in Section 8.4. A Group Home shall not include any use that meets the definition of a "Treatment Center."

Historic District: See definitions in Section 4.1.

Home Occupation: A commercial activity that is a routine and customary accessory use to a dwelling unit, and that, if within a residential district, is conducted by a person on the same lot where such person resides. See standards in Section 8.1.

Hotel: See Motel.

Household: See the definition of "family."

Junkyard: An area used for the storage, dismantling, processing and/or sale of used, demolished, discarded, scrap and/or abandoned manufactured materials, including, but not limited to, furniture, tires, appliances, mobile homes, machinery, motor vehicles and their parts, and building materials.

(a) A junkyard shall also include any area used for the parking or storage of motor vehicles that do not display evidence of: (i) current valid registration, (ii) registration that expired less than ninety (90) days previously.

(b) The term junkyard shall not include: (i) a City-permitted recycling collection or recycling processing center, (ii) solid waste or recyclables within a suitable container routinely awaiting imminent proper disposal, or (iii) storage within a lawful completely enclosed storage building.

Kennel: A commercial operation that: (i) provides food and shelter and care of animals for the purpose not primarily related to medical care (a kennel may or may not run by or associated with a veterinarian), or (ii) engages in the breeding of animals for sale.

Light Wholesale and Distribution Establishments: A use primarily involving manufactured products, supplies, equipment, and/or commodities held for (a) direct sales to the consumer, and/or (b) indoor storage and subsequent distribution to other commercial entities or locations for sale or resale. Such uses shall be in similar character and scale as commercial uses within the district, and the use shall not create excess noise or traffic.

Loading Space, Off-Street: A space designed for bulk pickup and deliveries by transport or delivery vehicles and not designed as off-street parking.

Lot: A lot is a parcel of land of sufficient size to meet minimum zoning requirements for use, lot coverage, and lot area and to provide such yards and other open spaces as are herein required. Such lot shall have frontage on an improved public street, and may consist of:

(a) A single lot of record;

(b) A portion of a lot of record;

(c) A combination of complete lots of record, or complete lots of record and portions of lots of record.

(d) A parcel of land described by metes and bounds, provided that no case of division of lots or combination of lots shall any residual lot or parcel be created which does not meet requirements of this Ordinance.

Lot Coverage: The total percentage of the lot area that is covered by all building(s) on the lot, unless specifically stated otherwise.

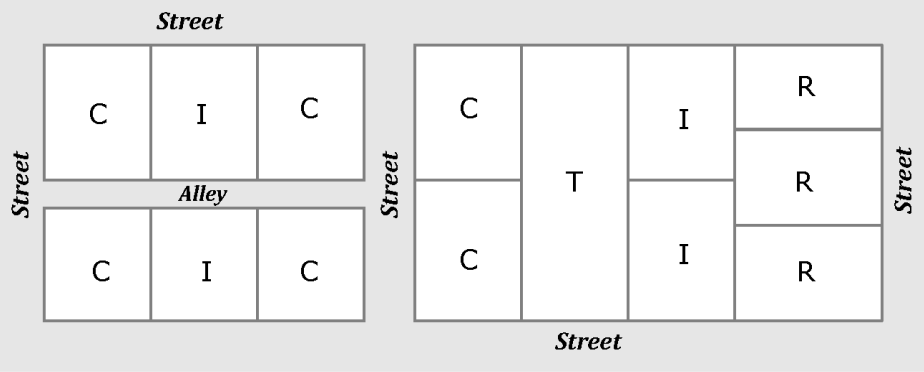
Lot Frontage: The front of a lot shall be the portion abutting or adjacent to the street. For the purpose of determining yard requirements on corner lots and through lots, all sides of a lot abutting or adjacent to streets shall be considered frontage, and front yards shall be provided along each street.

Lot Line, Front: A property line running along a public street right-of-way. If an undeveloped lot abuts or is adjacent to two (2) or more streets, the Community Development Director shall determine which is the front lot line.

Lot Line, Rear: The lot line or lines generally opposite or parallel to the front lot line. A through lot has no real lot line.

Lot of Record: A lot which is recorded as a separate parcel of land in the official property records of Allegany County, Maryland, or which is designated on a plat for development submitted for approval by the Planning Commission or Board of Zoning Appeals.

Lot Types: See diagram and definitions below.



Key:
C: Corner Lot
I: Interior Lot
T: Through Lot
R: Reversed Frontage Lot

Lot, Corner: A lot located at the intersection of two (2) or more public streets.

Lot, Interior: A lot other than a corner lot with only one (1) frontage on a street other than alley.

Lot, Reverse Frontage: a lot in which the shorter roadway frontage is at right angles, or approximately right angles, to the general pattern established by other lots in the same block and in the block on the opposite side of the street. A reversed frontage lot may be a corner lot or an interior lot.

Lot, Through: a lot other than a corner lot with frontage on more than one (1) public street.

Major Renovation: Any structural change affecting the envelope of the building or resulting in a reconfiguration of interior space.

Mayor and Council: The Mayor and City Council of the City of Frostburg, Maryland.

Mining and Quarrying: the excavation of any natural mineral deposit(s) or soil(s) for commercial sale.

Mobile Home: A dwelling unit that: (i) is not constructed in accordance with the standards set forth in the City building code applicable to houses constructed on a conventional perimeter foundation; and (ii) is composed of one (1) or two (2) main components, each of which contains a steel frame and a tongue.

Mobile Home Park: A parcel of land upon which more than one (1) mobile home is located.

Modular Home: a dwelling unit constructed in accordance with the standards set forth in the city building code applicable to site-built homes and composed of components substantially assembled in a manufacturing plant and which is designed to be supported by a conventional perimeter foundation. For the purposes of this

ordinance, a modular home shall be regulated in the same manner as a site-built home. This type of home is also known as a sectional home. A modular home is not considered a mobile home.

Motel or *Hotel:* An establishment serving overnight transient visitors to the area and consisting of five (5) or more sleeping rooms, with each room or suite of rooms in a permanent building, and with each room or suite of rooms having its own sanitary facilities. This term shall not include a boarding unit or recreational trailer park. A motel or hotel may include an attached accessory restaurant and meeting facilities.

Non-Conforming Use: Uses of land, and or uses of structures and land in combination which were lawful before this Ordinance was passed and amended, but which would not be permitted within the applicable district established by this Ordinance, as amended.

Open Space: Land intended for recreation or conservation of natural resources, and is free of residential, business, or industrial structures and uses.

Outdoor Storage: The storage of merchandise, material or equipment of any type, in conjunction with a permitted primary use, stored within view of any residential property or public right-of-way, and in accordance with Section 6.7 of this Ordinance.

Parking Lot, Commercial: Any combination of one (1) or more parking spaces designed or used for the parking of self-propelled vehicles and available to the public whether for a fee or as an accommodation to customers or clients.

Parking Space, Off-Street: A space adequate for parking an automobile that is constructed and provided in accordance with Section 6.12 of this Ordinance.

Permitted Principal Use: A by-right use that conforms to the regulations of the applicable district and other regulations pertinent to the use. Such use or structure may be conducted or erected on any legal lot within the districts.

Planning Commission: The Planning Commission of Frostburg, Maryland.

Premises: A tract of land including the structures and buildings thereon.

Principal Use: The primary activity for which a site or a structure is used. A principal use may be either a permitted principal use or a special exception.

Programmed Open Space: A dedicated open area, designed in such a manner that the structure and use of which will not disturb the underlying character of the district, either by reason of traffic movement, noise, appearance, or other characteristics.

Property Maintenance Code: The International Property Maintenance Code together with the revisions and amendments these to which were most recently adopted by the Mayor and Council. As of the effective date of this Ordinance, the Mayor and Council have adopted the 2012 edition of the International Property Maintenance Code.

Reclassification: The changing of the zoning classification which applies to a particular area of land or structure.

Recreational Trailer: A vehicle built on a chassis designed to be pulled by another vehicle and used as a temporary dwelling for travel or recreational purposes.

Recreational Vehicle: A vehicle built to be self-propelled and used as a temporary dwelling for travel or recreational purposes.

Related or *Relative:* Persons who are related by blood, marriage, adoption or formal foster relationship to result in one (1) or more of the following relationships: brother, sister, parent, child, grandparent, great-grandparent, grandchild, great-grandchild, uncle, aunt, niece, nephew, sister-in-law, brother-in-law, parent-in-law or first cousin. This term shall not include relationships such as second or more distant cousins. This term shall include similar "step" relationships established by marriage, such as step-father or step-son.

Residence: See "Dwelling."

Restaurant, Drive-In or Drive-Through: Any establishment where ready-to-eat food primarily intended for immediate consumption is available upon a short waiting time and packaged or presented so that it can readily be eaten inside the premises and whose method of operation is also to serve customers in motor vehicles either at a drive-through when or while parked.

Restaurant, Fast Food: An establishment where ready-to-eat food primarily intended for immediate consumption is available upon a short waiting time and wrapped or presented so that is can readily be eaten outside or inside the premises.

Restaurant, Standard: A food serving establishment whose principal business is the sale of food and the principal method of operation is its service when ordered from a menu to seated customers at a table, booth, or counter inside the establishment. A snack bar or refreshment stand at a public or non-profit community swimming pool, playground or park, operated solely for the convenience of its patrons shall not be considered a restaurant.

Self-Storage Facility: A commercial facility or structure in which the primary use is to provide separate indoor storage areas for personal or business use designed to allow private access by the tenant.

Semi-Public: Owned and operated by a civic or non-profit organization for the use or benefit of the general public.

Shopping Center: A group of three (3) or more retail stores, service establishments, and/or other similar uses in common ownership and designed as a unit.

Short-term Vacation Rentals: A dwelling unit in which the entire unit or separate portions thereof is available for rent for periods of less than forty-five (45) consecutive days to transient guests. Short-term vacation rentals shall conform to all applicable requirements set forth in the Short-Term Vacation Rental regulations set forth in Section 8.4 of the Zoning Ordinance.

Signs: See definitions in Part 7.

Sleeping Room: A room which is intended for people to sleep in. Such rooms that are part of a dwelling unit are not sleeping rooms.

Special Exception: A grant of a specific use that:

(a) Would not be appropriate generally or without restriction; and

(b) Shall be based on a finding that:

(i) The requirements of the zoning law governing the special exception on the subject property are satisfied; and

(ii) The use on the subject property is consistent with the plan and is compatible with the existing neighborhood.

Story: That portion of a building included between the surface of any floor and the surface of the floor next above it or, if there be no floor above it, the space between such floor and the ceiling above it. A basement shall be counted as a story if an average of five (5) feet or more is located above the ground level at the front of the building and if the basement includes an inside height of at least seven (7) feet.

Street: Any vehicle accessway other than a named alley that is shown on the official and current State Transportation Map for the City of Frostburg or any accessway not designated as an alley that is dedicated for public use on a plat approved pursuant to law.

Street, Private: Any accessway that is intended to provide vehicular access to multiple properties that is not dedicated as a public thoroughfare.

Street, Public: A street that is, or will be at the conclusion of construction, a City of Frostburg right-of-way, in which the street is, or will be, maintained by the City.

Structure: That which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner. Also see Historic District Definition, Structure.

Townhouse: See Dwelling, Townhouse.

Treatment Center: A building, other than a prison, providing housing facilities for persons who need specialized housing, treatment and/or counseling because of:

(a) Criminal rehabilitation, such as a criminal half-way house or a treatment/housing center for persons convicted of driving under the influence of alcohol,

(b) Addiction to alcohol and/or a controlled substance, or

(c) A type of mental illness that involves or has involved behavior related to violent felony crime. See also the definition of Group Home in this section.

Utility: Any entity which operates systems providing or offering to the public water filtration and supply, wastewater or stormwater collection and/or treatment, electric power, natural gas, telecommunications, or similar services.

Variance: A modification only of density, bulk or area requirements of this Zoning Ordinance where such modification will not be contrary to the public interest and where owing to conditions peculiar to the property, and not the results of any action taken by the applicant, a literal enforcement of the Ordinance would result in practical difficulty.

Variance, Administrative: A variance that is issued by the Community Development Director, Section 1.18C(4).

Warehouse: A use primarily involving the manufactured products, supplies, equipment, and/or commodities held for a) indoor storage and subsequent distribution to other commercial entities or locations for sale or resale, and/or b) long-term indoor commercial storage.

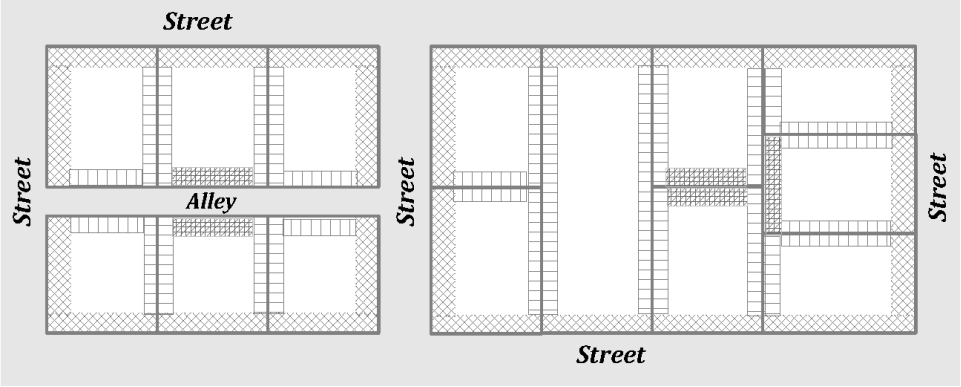
Waste Disposal Site: A facility or location where waste, refuse, and/or discarded materials are accommodated or left to be recycled.

Waterway, Intermittent: a stream that does not have flowing surface water during dry periods of the year, but may have groundwater-based surface flow at other times.

Waterway, Perennial: a stream or part of a stream that flows continuously all of the calendar year as a result of ground water discharge or surface runoff.

Wind Energy System: A structure and related devices not to exceed seventy-five feet (75') in height designed to convert kinetic wind energy to electric power to be installed on property containing or proposed to contain a permitted use but not attached to any existing or proposed building or other structure, installed for the purpose of direct consumption either on the subject property or for connection to the electric power grid to offset the cost of power to be consumed solely on the subject property. In addition, Wind Energy Systems as defined herein are not to be considered essential services as defined in Section 1.12 herein.

Yard: A required open space unoccupied and unobstructed by any structure or portion of a structure from thirty (30) inches above the general ground level of the graded lot upward, provided however, that fences and walls may be permitted in any yard subject to height limitation as indicated herein.



Yard, Front: An area bounded by the front yard setback line, the front lot line and the side lot line.

Yard, Rear: An area bounded by the rear setback line and the side setback line.

Yard, Side: An area bounded by the front setback line, the rear lot line, and the side setback line.

PART 3. PRIMARY DISTRICT REGULATIONS

USE REGULATIONS TABLE

Use Description	Zoning Districts										
	R1*	R2*	R2-A*	R3	R4*	RO	C1	C2	C3	C4	T-LI
Residential											
Single-family Dwellings	P	P	P	P	P	P	P	P	SE		
Primary Dwelling with Accessory Apartment	P	P	P	P	P	P	P	P	SE		
Twin Dwellings	SE	P	P	P	P	P	P	P	SE		
Townhouse Dwelling	SE[1]	SE[1]	SE[1]	P[1]	P[1]	SE[1]	P[1]	SE[1]	SE[1]		
Two-family Dwellings		SE	SE	P	P	P	P	SE	SE		
Multifamily Dwellings			SE	P	P		P	SE	P[1]		
Boarding Units		SE	SE	SE	SE	SE	SE	SE	SE		
Group Homes	P[1]	P[1]	P[1]	P[1]	P[1]	P[1]	P[1]	P1			P[1]
Bed and Breakfasts		SE	SE	SE	SE	P	P	P	P		
Short-term Vacation Rentals		SE	P	P		SE	P	P	P		
Mobile Home Parks				SE			SE				
Treatment Centers											P
Home Occupations (Accessory Use)	See Section 8.1										

Use Description	Zoning Districts										
	R1*	R2*	R2-A*	R3	R4*	RO	C1	C2	C3	C4	T-LI
Institutional											
Adult Day Care Center	SE	SE	SE	SE	SE	SE	SE	P	P		P
Assisted Living Centers or Nursing Homes		SE	SE	SE	SE	SE			P		P
Cemeteries	SE	SE	SE	SE	SE	P	P	P	P		
Childcare Centers	SE	SE	SE	SE	SE	SE	SE	P	P		
Churches and Places of Worship	SE	SE	SE	SE	SE	P	P	P	P		
Civic & Service Clubs, Fraternal Organizations						SE		P	P		
Colleges, Trade, or Hobby Schools							SE	SE	P		P
Community Centers	SE	SE	SE	SE	SE	P	P	P	P		
Funeral Homes		SE	SE	SE	SE	P		P	P		
Hospices									P		P
Hospitals									P		P
Libraries		SE	SE	SE	SE	P	P	P	P		
Private Primary or Secondary Schools	SE	SE	SE	SE	SE	SE	P	P	P		
Programmed Open Space	SE	SE	SE	SE	SE	P	P	P	P		

Use Description	Zoning Districts										
	R1*	R2*	R2-A*	R3	R4*	RO	C1	C2	C3	C4	T-LI
Retail & Amusement											
Adult Use											SE
Auction Houses								P	SE		
Bars, Lounges, Taverns								SE	P		
Bowling Alleys, Billiard Parlors, Arcades & similar indoor amusement							SE	P	P		
Building/Lumber Sales and Storage								P			P
Clubs and Lodges, Dance Halls, Nightclubs								SE	P		

Country Clubs, golf, tennis, & swim clubs					SE						
Gambling											SE
Restaurant, Standard				SE	SE		P[1]	P	P	P	
Restaurant, Fast Food				SE	SE		P[1]	P	P	P	
Restaurant, Drive-in or Drive-through								SE	SE[1]	P	
Retail				SE	SE		P[1]	P	P	P	
Supermarkets, Farmers Markets, and Grocery				SE	SE		P	P	P	P	
Theatres							SE	P	P		

Use Description	Zoning Districts										
	R1*	R2*	R2-A*	R3	R4*	RO	C1	C2	C3	C4	T-LI
Service											
Animal Groomers				SE			P	P	P		
Automobile Parking Lots and Decks							SE	P	SE		
Automobile Service Stations and Repair Garages								P		P	
Banks/Financial Institutions (with drive-through service)								SE	SE	P	
Banks/Financial Institutions (without drive-through service)				SE	SE		P	P	P	P	
Beauty shop, barber shop, nail salon, tanning, spas				SE	SE		P	P	P	P	
Body Art Studios				SE	SE		P	P	P	P	
Cleaners, Laundromats, etc.				SE	SE		P	P	P		
Contractor Offices									P		P
Fitness Centers							SE	P	SE		

Kennels								P[1]			SE
Medical Laboratories								P	SE		P
Medical or Dental Services					SE	P	P	P	P		
Motels and Hotels								P	P	P	
Personal service				SE	SE		P		P		
Professional Offices					SE	P	P	P	P		
Sales, Service, Commercial Washing of Motor Vehicles								P	SE		
Truck Stops and Rest Areas										P	
Veterinary Services								P			

Use Description	Zoning Districts										
	R1*	R2*	R2-A*	R3	R4*	RO	C1	C2	C3	C4	T-LI
Industrial/Technology											
Light wholesale and distribution establishments								SE	SE		P
Manufacturing and Incidental Sales											P
Research, Experimental, or Testing Laboratories											P
Technological or Communication Enterprises											P
Warehousing											P
Wind Energy Systems	SE	SE	SE	SE	SE	SE	SE	SE	SE	SE	SE

Key:

P - Permitted Use

SE - Special Exception

Blank Cell indicates use is not permitted

* No more than 2 unrelated persons per unit

[1] Subject to additional provisions in text

Note:

1. The above Use Regulations Table is provided for convenience only. In the event it conflicts with the text of this Ordinance, the text shall take precedence.
2. Accessory dwelling units are excluded from the Use Regulations Table. They are addressed in Section 8.10 hereinafter.

EXHIBIT B

Sec. 1.15. Building permits, zoning occupancy and land use permits.

B. ~~A.~~ *Building Permits.*

(2) Building Permit Required. No building permit shall be issued except in conformity with the provisions of this Ordinance. A Frostburg Building Permit issued by the Frostburg Community Development Department is required prior to the initiation of any of the following activities:

[a] Erection of any building or structure.

[b] Construction of an addition to any building or structure.

[c] Relocation of any building or structure.

[d] Major Renovation of any building or structure.

[e] Demolition of any building or structure.

[f] Grading.

[g] Construction of driveways, parking, and sidewalks.

[h] Construction of walls or fences.

[i] Construction or installation of a new accessory structure.

[j] Construction or installation of an ADU

[k~~j~~] Installation of a permanent sign regulated by this Ordinance.

[l~~k~~] Renovations to accommodate a change in type of use.

[m~~l~~] Conversion of an unfinished and uninhabitable space to dwelling unit.

[n~~m~~] Renovation or Reconstruction of a structure following damages from a natural disaster, including but not limited to a fire or a severe weather event, or following a structural failure.

(2~~2~~)~~[sic]~~ Application for ~~a~~ Building Permit. All applications for building permits shall be accompanied by site plans in triplicate, drawn to scale, showing the actual dimensions and shape of the lot to be built upon, the exact size and locations of already existing buildings on the lot, if any, and the location and dimensions of the proposed building or alteration.

(a) The application shall include such other information as lawfully may be required by the Development Staff, including statements describing or identifying the existing and proposed building(s) and alteration(s); existing and proposed uses of the building(s) and land; the number of families, housekeeping units, or rental units the building(s) is/are designed to accommodate; conditions existing on the lot; and such other matters as may be necessary to determine conformance with, and provide for the enforcement of this Ordinance.

(b) At least one (1) copy of the plan shall be maintained in the City's files.

(c) Applications for building permits that are minor in nature and do not involve construction of a principal building shall, at a minimum, be accompanied by a sketch of the proposed project, and should include relevant information such as property lines, dimensions, and/or topography.

(d) A review by the Chief of Police, the City Engineer, and/or the Allegany Soil Conservation District may be required in certain circumstances.

(~~3~~3) Expiration ~~of Permits~~. If the work described in any building permit has not begun within one (1) year from the date of issuance, said ~~certificate~~ permit shall expire and it shall be canceled by the Development Staff.

(~~4~~a) Extension. A building permit may be extended for no more than one (1) additional six (6)-month period for a good cause as determined by the Development Staff.

(~~5~~b) Completion. If the work described in any building permit issued for other than a nonresidential principal building has not been substantially completed within one (1) year of the date of issuance thereof, or eighteen (18) months within the date of issuance if the permit has been extended as provided for in subsection (a) above, said permit shall expire automatically upon the expiration of the applicable term. Building permits for nonresidential principal buildings shall expire (2) years from the date of their issuance. Further work as described in the expired permit shall not proceed unless and until a new building permit has been obtained.

B. *Zoning Use and Occupancy Permits.*

(1) Use and Occupancy Permit. It shall be unlawful to use or occupy or permit the use or occupancy of any building or land, or both, or part thereof, hereafter created, erected, converted, or wholly or partly altered or enlarged in its use of structure until a zoning use and occupancy permit has been issued by the Community Development Director, stating that the proposed use of the buildings or land conforms to the ~~requirement~~res of this Ordinance.

(a) The structure must meet all code requirements and be verified by an authorized City Inspector prior to issuance of an Occupancy Permit.

(b) As an administrative matter, the Community Development Director may at his/her option waive, in writing, the requirement for an Occupancy Permit for minor residential additions and similar improvements.

(2) Relation to Building Permit. All inspections and utility hookups stipulated in the building permit as well as required outside agency approvals must be completed to the satisfaction of the City prior to issuance of an Occupancy ~~permit~~Permit.

(3) Temporary. A temporary occupancy permit may be issued by the Community Development Director for a period not exceeding six (6) months during the alterations or partial occupancy of a building pending its completion, provided that such temporary permit may require such conditions and safeguards as will protect the safety of the occupants and the public. In instances where a temporary occupancy permit is sought, the Community Development Director shall require the developer to post a bond or other surety in an amount sufficient to cover the costs of the completion of the building prior to issuance of the temporary occupancy permit. The form and content of the bond or other surety shall be subject to the approval of the Community Development Director.

(4) Records. The Community Development Director shall maintain a record of all zoning occupancy permits and copies shall be furnished upon request to any person.

(5) Rental Housing. The Community Development Director shall require an applicant to prove compliance with the City's Rental Housing Ordinance, as applicable.

C. *Compliance with Submittals and Permits.* Building Permits or Zoning Use and Occupancy Permits issued on the basis of site plans and applications approved by the Community Development Director and/or the Board of Zoning Appeals authorize only the use, arrangement, and construction set forth in such approved plans and applications, and no other use, arrangement or construction shall be deemed to be authorized by such approval.

(1) Use, arrangement, or construction differing with that authorized may be deemed a violation of this Ordinance, and may be punishable as provided by Section 1.21 hereof.

D. *Violation.* Failure to obtain a zoning use and occupancy or building permit shall be a violation of this Ordinance and punishable under Section 1.21.

Sec. 1.16. Site plan review and approval.

A. Prior to issuing a zoning use and occupancy permit or building permit for construction, expansion, or change in use, a site plan and supporting documentation shall be submitted to the Planning Commission for its review and approval.

B. The purpose of site plans are to assure detailed compliance with applicable provisions of enacted regulations and to prescribe standards for the design and construction of site improvements. Development requiring site plan approval shall be permitted only in accordance with all specifications contained on an approved site plan, and shall not be undertaken until the site plan is approved and all required construction permits have been obtained subsequent to such approval.

C. Applicability. All development or land use activities within the City shall require site plan review before being undertaken, except for the following:

(1) Construction or expansion of a single-family dwelling, a twin-family dwelling, an ADU, and ordinary accessory structures.

(2) Landscaping or grading which is not intended to be used in connection with a land use reviewable under the provisions of this Zoning Ordinance.

(3) Parking areas five (5) spaces or less in size.

(4) Ordinary repair, maintenance or alterations of the interiors of existing structures or uses.

(5) Exterior alterations or additions to existing structures which would not increase the square footage of the existing structure by more than one thousand (1,000) square feet or have a cost value of less than $10,000.00.

(6) Agricultural or gardening uses.

(7) All signs except in conjunction with new development.

D. Site plan applications shall include the information listed in Appendix A for preliminary and final site plans. The Planning Commission may, in its discretion, waive any information or preliminary requirements which are not relevant to the proposed use and site.

E. The Planning Commission's review of the preliminary site plan shall include, but is not limited to, the following considerations:

(1) Adequacy and arrangement of vehicular traffic access and circulation, including emergency vehicle access.

(2) Location, arrangement, appearance and sufficiency (including, but not limited to, the size of the spaces provided) of off-street parking and loading.

(3) Location, arrangement, size and design of buildings, lighting, and signs.

(4) Relationship of the various uses to one another and their scale.

(5) Adequacy, type, and arrangement of trees, shrubs, and other landscaping constituting a visual and noise buffer between adjacent uses and adjoining lands.

(6) Adequacy of stormwater and sanitary waste disposal.

(7) Adequacy of structures, roadways, and landscaping in areas susceptible to erosion, ponding, or flooding.

(8) Compatibility of development with natural features of the site and with surrounding land uses.

(9) Adequacy of open space for play areas, informal recreation and the retention of natural areas such as wildlife habitats, wetlands, and wooded areas.

(10) Adequacy for pedestrian access.

F. The Planning Commission may require additional information which appears necessary for a complete assessment of the project.

G. Major site plans shall be prepared by an engineer, architect, landscape architect, or land surveyor duly registered to practice in the State of Maryland.

H. Upon receipt of the major site plan, the Planning Commission shall review the site plan, soliciting comments from other departments, agencies, and officials as may be appropriate. The site plan shall be approved if it meets the requirements of this section, Appendix A, other requirements of this Zoning Ordinance and all other Federal, State, and County regulations. Notice of approval or disapproval of the site plan shall be given in writing to the applicant.

I. Construction of Required Improvements.

(1) Upon approval of a site plan, the applicant shall then secure the necessary construction permits from appropriate agencies before commencing work. The applicant may construct only such improvements as have been approved by the Planning Commission and appropriate City review and approval agencies.

(2) The City may require inspection during and/or after construction of the site improvements.

J. Expiration and Extension.

(1) Approval of site plans shall be for a two (2)-year period and shall expire at the end of such period unless substantial construction of site improvements has begun in good faith, i.e. with the intent to continue with the construction and carry it through to the completion of the project.

(2) Upon written request by the applicant within thirty (30) days prior to the expiration of said approval, upon good cause shown, the Planning Commission may grant a one (1)-year extension of the aforesaid two (2)-year period.

(3) The Planning Commission shall ~~acknowledged~~ acknowledge receipt of a request for an extension and shall render a decision thereon not more than thirty (30) days after its filing.

Sec. 1.18. Board of zoning appeals.

A. *Membership of Board.* The Board of Zoning Appeals shall consist of five (5) members and one (1) alternate appointed by the Mayor and Council. Existing terms of office shall be continued. Any appointments after the adoption of this Ordinance shall be for terms of three (3) years.

(1) Removal. Members may be removed from office by the Mayor and Council for (i) incompetence; (ii) misconduct; or (iii) in the same manner as for a member of a State board or commission: (a). failure to attend meetings under 8-501 of the State Government Article of the Annotated Code of Maryland; or (b) conviction of a crime in accordance with 8-502 of the State Government Article of the said Annotated Code. The Mayor and Council shall provide the member sought to be removed with a written statement of charges stating the grounds for removal and an opportunity for a public hearing to contest the charges.

(2) If any member leaves office before the conclusion of his/her term, the Mayor and Council shall appoint a replacement to serve the unexpired length of the term.

(3) Members may serve with such compensation as the Mayor and Council deem appropriate.

B. *Organization, Meetings, Rules and Records of the Board.* The Board of Zoning Appeals shall elect a Chairperson from its membership. The Chairperson's term shall be one (1) year with eligibility for re-election. The alternate may sit on the Board in the absence of any member of the Board. When the alternate is absent, the Mayor and Council may designate a temporary alternate.

(1) The Board shall adopt rules for the transaction of business that shall be posted in the office of the Community Development Director and available to the public in written form.

(2) The Board and/or its staff shall keep a record of its resolutions, transactions, testimony, findings, and determinations, all of which shall be public records for the purposes of the Maryland Public Information Act (Md. State Gov. Code Ann. §§ 10-611, et seq.), as may be amended from time to time.

(3) The Board may call upon any City official or department head for assistance in the performance of its duties, and it shall be the duty of such officers to render such assistance to the Board as may reasonably be required.

(4) It shall be the duty of the Community Development Director to serve as the secretary and administrative officer for the Board of Zoning Appeals.

C. *Powers of the Board of Zoning Appeals.* With respect to zoning matters, the Board of Zoning Appeals shall have the following powers and functions.

(1) Administrative Review. The Board of Zoning Appeals shall hear and decide appeals where it is alleged there is error in any order, requirement, decision or determination made by any City agency or official in the administration or enforcement of this Ordinance.

(a) Any such appeal shall be filed within thirty (30) days after such alleged error, unless the appellant alleges and proves that he/she had no notice, knowledge or reason to believe that such error had been made and should not have known that it had been made, in which event, the appeal shall be filed within thirty (30) days from the date of the earliest to occur of the foregoing bases for extending the filing deadline. If such person has succeeded to his/her interest after such alleged error, then he/she shall be bound by the knowledge of his/her predecessor in interest.

(2) Interpretation of District Boundaries. The Board of Zoning Appeals may determine the exact location of zoning district boundaries as shown on the Official Zoning Map, consistent with the provisions of Section 1.8 hereof.

(3) Special Exceptions. The Board of Zoning Appeals shall hear and decide only such special exceptions as the Board of Zoning Appeals is specifically authorized to pass on according to the provisions of this Ordinance and to decide such questions as are involved in determining whether special exception may be granted.

(a) A special exception may be authorized when the Board of Zoning Appeals finds from a preponderance of the evidence of record that the proposed use or structure:

(i) Will be consistent with the City's Comprehensive Plan;

(ii) Will meet the standards and criteria applicable to such use and similar uses permitted as a matter of right within the subject Zoning District; and

(iii) Will not cause an adverse effect upon adjoining and surrounding properties unique and different, in kind, or degree, than that associated with such use, regardless of its location within the zone.

(b) Burden of Proof. The applicant for a special exception shall have the burden of proof, which shall include the burden of going forward with the evidence and the burden of persuasion on all questions of fact, which are to be determined by the Board.

(4) Variances to authorize upon appeal in specific cases such variances from the terms of this Ordinance where, owing to special conditions, a literal enforcement of the provisions of this Ordinance would result in practical difficulty.

(a) A variance from the terms of this Ordinance shall not be granted unless and until the applicant has demonstrated each of the following:

(i) Special conditions and circumstances exist which are peculiar or unique to the land, structure or building involved in a manner different from the nature of the surrounding properties such that the peculiarity or uniqueness causes this Ordinance to impact disproportionately on the applicant's property;

(ii) The peculiarity or uniqueness of the special conditions or circumstances relate to inherent characteristics of the subject property which are not shared by neighboring properties, (e.g., shape, topography, subsurface conditions, environmental factors, historical significance, access or non-access to navigable waters, practical restrictions imposed by abutting properties (such as obstructions and bearing and party walls) or other similar restrictions);

(iii) Literal interpretation of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Ordinance;

(iv) The special conditions or circumstances did not result from the actions of the applicant;

(v) Such modification will not be contrary to the public interest; and

(vi) Such variance will not involve allowing a use not permitted under the terms of this Ordinance in the district involved.

(b) Administrative Variance. An administrative variance may be granted by the Community Development Director when special conditions and circumstances exist which are peculiar to the lot or parcel, and are not conditions resulting from an act or actions of an Applicant, and would make strict enforcement of this Ordinance unreasonable. Applicability for an administrative modification is relevant to how and when the subject lot was created, geophysical conditions, legal encumbrances or existing improvements associated with the subject lot or parcel. Examples include, but are not limited to, shape of lot, lot area, infrastructure, utility easements, buried or overhead electric lines, or a combination thereof. Modification(s) to development standards are not taken into consideration relative to the financial or physical condition of the applicant, nor for lots created after October 5, 1964 (Subdivision and Land Development Regulations).

(i) The Community Development Director may only authorize an administrative variance if:

[a] The subject lot was created prior to October 5, 1964;

[b] If the project cannot be relocated on the subject lot to meet the requirements of the Zoning Ordinance; and

[c] The project cannot not be reduced in scope or size to conform to the Ordinance.

(ii) The Community Development Director may authorize the following administrative variances after making an on-site investigation and consulting with other appropriate agencies:

[a] An administrative variance of fifty percent (50%) or less in lot size or width.

[b] An administrative variance of fifty percent (50%) or less in front, side, or rear yard setbacks, including setbacks from alleys. Where lots front on a state highway, the State Highway Administration may vary the setback per their requirements.

[c] An administrative variance of seventy-five percent (75%) or less in side or rear yard setbacks for accessory structures and ADUs.

(iii) The Community Development Director may not authorize an administrative variance to beyond the extent required to meet the purposes for which it was sought. In the event staff denies a request for an administrative modification, it may be appealed to the Board of Zoning Appeals.

(iv) All other requests for variances must be heard by the Board of Zoning Appeals as a variance to the terms of Section 1.18C(4)(a).

(c) Persons with Disabilities. After having received a complete written application, the Board of Zoning Appeals shall grant a variance allowing modifications to specific requirements of this Ordinance that the applicant proves to the satisfaction of the Board of Zoning Appeals are necessary to provide a reasonable accommodation under the Americans With Disabilities Act and/or the Federal Fair Housing Act and/or applicable State law, as amended, to serve persons who the applicant proves have disabilities as defined in and protected by such laws.

(5) Variances shall not be considered based upon the financial condition of the applicant.

(6) Conditions. In granting any variances or special exception, the Board of Zoning Appeals may prescribe appropriate conditions and safeguards in conformity with this Ordinance. Violations of such conditions and safeguards, when made a part of the terms under which the variance or special exception is granted, shall be punishable under the provisions of Section 1.21 hereof and at the discretion of the Board after notice and hearing and shall be grounds for termination or revocation of the variance or special exception itself.

(7) Limitation. The Board of Zoning Appeals shall not have the authority to amend the Zoning Ordinance.

(8) Additional Powers of Board. The Board shall have the authority to hear and decide appeals when it is alleged that there is an error in any order, requirement, decision or determination made by an administrative officer, including, but not limited to, the Community Development Director, or administrative unit in the implementation of this Ordinance.

(9) Non-Conforming Uses. The Board may grant approval for the expansion or change of non-conforming uses in accordance with the provisions of Section 1.22.

D. *Who may file an Appeal or Application.*

(1) With respect to zoning matters, applications to the Board may be filed by any person who has a financial or ownership interest in the property to be affected and who is:

(a) desirous of obtaining the grant of a special exception; or

(b) desirous of obtaining a grant for variance from the terms of this Ordinance; or

(c) desirous of obtaining an interpretation of a district boundary, consistent with the provisions of Section 1.8;

(d) requesting an administrative review or other review or approval specified by this Ordinance.

(2) With respect to other matters, appeals to the Board may be filed by any person who is aggrieved by any order, requirements, decision, or determination of any City agency or official in connection with the administration and enforcement of this Ordinance.

(3) Appeals and applications shall be made on forms provided by the Community Development Director.

(4) The hearing shall be scheduled within ninety (90) days of the date in which the appeal application was filed.

(5) Appeals and applications, accompanied with the required fees established by the Mayor and Council, shall be filed with the Community Development Director.

(6) In the case of appeals, the Community Development Director shall transmit to the Board all papers constituting the record upon which the action appealed from was taken.

E. *Hearing, Notice.* The Community Development Director shall fix a reasonable time for the hearing of appeals and applications, consistent with its rules of practice and procedure. Public notice shall be given by the Board for all hearings relating to zoning matters in accordance with the procedures set forth Section 1.10 hereof.

F. *Calendar of the Board.* The Community Development Director may establish a regular calendar of hearing dates, which are intended to be used if applications are submitted that need action by the Board.

G. *Advice of the Planning Commission.* Before deciding any application for special exception, variance, or administrative error review, the Board of Zoning Appeals shall request the advice of the Planning Commission in reference to such applications.

(1) The Board may request from the Planning Commission such technical information and advice as will further assist the Board in reaching decisions. Any written material forwarded by the Planning Commission shall be incorporated into the public record and be made available to the applicant.

(2) The advice of the Planning Commission shall not be binding upon the Board of Zoning Appeals. Lack of advisory action by the Planning Commission shall not delay action by the Board of Zoning Appeals.

H. *Stay of Proceedings.* An appeal shall stay all proceedings in furtherance of the action appealed from, unless the Community Development Director certifies to the Board of Zoning Appeals that by reasons of facts stated in the certificate a stay would, in the Community Development Director's opinion, cause imminent peril to life or property. Upon such certification, the stay shall terminate except that, upon good cause shown, the Board may order that the stay shall remain in effect only if good cause is shown the Board of Zoning Appeals shall by written order permit such proceedings to go forward, in total or in part or under such restrictions as the Board may deem appropriate or it shall order that the stay remain in effect if good cause is shown. A hearing pursuant to the certification shall be held as soon as is practicable.

I. *Repeated Applications.* If an application or appeal is disapproved by the Board of Zoning Appeals, thereafter the Board shall not be required to accept for filing another application for substantially the same proposal on the same premises, until after one (1) year from the date of such disapproval.

(1) An appeal or application may be withdrawn prior to advertisement of the hearing without prejudice; however, the fees for such appeal or application may be retained by the City, at the discretion of the Community Development Director.

J. *Limitation of Authority of the Board.* Nothing contained in this section shall be deemed to authorize the Board to reverse or modify any refusal of a permit or any other order, requirement, decision, or determination which conforms to the provisions of this Ordinance and which is therefore not erroneous; nor to authorize the Board to validate, ratify, or legalize any violation of law or of the provisions of this Ordinance.

(1) The Board shall not amend any of these provisions of this Ordinance including the Official Zoning Map; nor shall such authority be vested in the Board.

Sec. 1.22. Non-conformities.

A. *Non-Conformities in General.*

(1) Definition of Non-conformities. Lots, structures, signs, uses of land, and/or uses of structures and land in combination which were lawful before this Ordinance was passed and amended, but which would not be permitted within the applicable district established by this Ordinance, as amended.

(2) Purposes. To seek the gradual conversion of non-conforming uses over time into more conforming uses and to carefully control increases in the severity of other non-conformities.

(3) Non-conformities shall not be enlarged upon, expanded or extended except as provided in this Section 1.22. Non-conformities shall not be used as grounds for adding other structures or uses prohibited elsewhere in the same district.

(4) To avoid undue hardship, nothing in this Ordinance shall be deemed to require a change in plans, construction, or designated use of any building on which actual construction was lawfully begun prior to the effective date of adoption or amendment of this Ordinance and upon which "actual construction" has been carried on diligently.

(5) Actual construction is hereby defined to include the placing of construction materials in permanent position and fastened in a permanent manner. For the purposes of this subsection, excavation or demolition or removal shall be deemed to be actual construction provided that work shall be carried on diligently.

B. *Non-Conforming Lots of Record.* In any district in which single-family detached dwellings are permitted, a single-family detached dwelling, ~~and~~ customary accessory ~~structures~~ structure or ADU may be erected on a lot that was a single lot of record at the effective date of adoption of this Ordinance, or upon two (2) or more lots of record that are permanently merged, ~~providing~~ provided that all applicable requirements of this Ordinance (including but not limited to required yards) are met, regardless of whether such existing lot complies with minimum lot area and minimum lot width requirements.

(1) Such lot shall be in separate ownership, not be of continuous frontage with other lots in the same ownership, have an absolute minimum lot area of one thousand (1,000) square feet, and not be further subdivided. This provision shall not permit construction upon a lot that according to an approved subdivision plan was not intended for building purposes.

(2) Any modification of yard requirements shall require a variance by the Board of Zoning Appeals.

(3) In addition, such a lot must be able to provide a safe water supply and be able to dispose of domestic waste without causing a health hazard.

C. *Non-Conforming Structures and Signs.* Where a lawful structure or sign exists at the effective date of adoption or amendment of this Ordinance that could not be erected under the provisions of the ordinance, such structure or sign may be continued so long as it remains otherwise lawful, subject to the following provisions:

(1) A structure or sign may be altered to simply decrease its nonconformity. No non-conforming structure or sign may be enlarged or altered in such a way as to increase its nonconformity.

(2) A non-conforming structure involving a non-conforming use shall also meet the applicable provisions for a non-conforming use.

(3) A non-conforming structure occupied by a conforming use may be expanded provided all requirements of this Ordinance are met for the expansion, including, but not limited to setbacks, height and maximum building coverage.

(4) Damage. If a non-conforming structure or sign is damaged or destroyed to an extent of more than fifty percent (50%) of its replacement cost at the time of damage or destruction, it shall not be reconstructed or restored except in conformance with the provisions of this Ordinance, provided however, that any dwelling lawfully existing at the time of the adoption of this Ordinance which shall be damaged to any extent may be repaired or reconstructed at its prior location notwithstanding any other provision of this Ordinance.

(5) Should such structure or sign be moved for any reason for any distance whatever by the owner thereof, it shall thereupon be required to conform to the regulations for the district in which it is located after it is moved, except that a structure or sign may be moved on a lot (such as further from a street) to simply make it less non-conforming.

D. *Non-Conforming Uses Not Involving Significant Structures.* Where at the time of adoption of this Ordinance, lawful use of land exists which would not be permitted by the regulations imposed by this Ordinance, and where such use involved no individual structure with a floor area in excess of one hundred (100) square feet, the use may be continued so long as it remains otherwise lawful, provided:

(1) No such non-conforming use shall be enlarged or increased, nor extended to occupy a greater area of land than was occupied at the time the use became non-conforming.

(2) No such non-conforming use shall be moved in whole or in part to any portion of the lot or parcel other than that occupied by such use at the effective date of adoption or amendment of this Ordinance.

(3) If any such non-conforming use of land ceases for any reason for a period of more than ninety (90) days, any subsequent use of such land shall conform to the regulations specified by this Ordinance for the district in which such land is located.

(4) No additional structure that does not conform to the requirements of this Ordinance shall be erected in connection with such non-conforming use of land.

E. *Non-Conforming Uses Involving Significant Structures.* If a lawful existing use involves individual structure(s) with a total floor area in excess of one hundred (100) square feet exists at the effective date of this Ordinance, and such non-conforming use would not be allowed in the district under the terms of this Ordinance, the lawful use may be continued so long as it remains otherwise lawful subject to the following provisions:

(1) No non-conforming structure shall be enlarged, extended, constructed, reconstructed, moved, or structurally altered in such a way that will increase the extent of any dimensional nonconformity.

(2) Expansion.

(a) As a special exception, the Board of Zoning Appeals may permit a non-conforming use (other than a sign) to expand up to a maximum of fifty percent (50%) of the total floor area, the total building volume and the total land area occupied by the use, whichever is more restrictive, that existed on the date the use became non-conforming under the City Zoning Ordinance, provided that:

(i) No new nonconformity is created,

(ii) No existing dimensional nonconformity is made more severe, and

(iii) No additional non-conforming dwelling units or boarding house units are created.

(b) In addition, the Community Development Director may allow minor expansions of a non-conforming use to accommodate routine minor adjustments that will not increase the intensity of the use, such as construction of fire stairwells or handicapped access.

(3) Within Existing Building. Any non-conforming use may be extended throughout any parts of an existing building which were manifestly arranged or designed for such use at the time such use became non-conforming.

(4) Change in Use:

(a) A non-conforming use may be changed to a use permitted in the district in which it is located. If a non-conforming use is changed to a conforming use, a non-conforming use may not thereafter be resumed.

(b) As a special exception, a lawful non-conforming use may be changed to another non-conforming use, provided that the applicant proves that the new use will not be more intense in terms of external effects and nuisances than the previous use.

(5) Abandonment. When a non-conforming use involving a structure of over one hundred (100) square feet of floor area is discontinued or abandoned for twelve (12) consecutive months or for a minimum of eighteen (18) months during any three (3)-year period (except when government action impedes access to the premises), the right to continue a non-conforming use shall cease. In such case, the land and structures shall only be used in conformance with the regulations of the district in which they are located.

(6) Destruction. Where non-conforming use status applies to a structure and land in combination, removal or destruction of the structure shall eliminate the non-conforming status of the land. Destruction for the purpose of this subject is defined as damage to an extent of more than fifty percent (50%) of the replacement cost at the time of destruction.

(7) Number of Occupants. Where this Ordinance would require a lower number of occupants in a certain dwelling unit than City regulations that were in effect immediately before this Ordinance was adopted, such higher maximum number of occupants may continue within that dwelling unit as a non-conforming use, provided:

(a) The property owner or his/her successor provides evidence that such dwelling unit was registered with the City of Frostburg under the Rental Housing Code at the time this Ordinance was adopted, and continues to be registered,

(b) Such dwelling unit was inspected under the Rental Housing Code, and continues to be inspected as required,

(c) There continues to be compliance with the maximum number of occupants that were authorized by the Housing Inspector, and

(d) The number of dwelling units or rooming house units on the lot does not increase after the adoption of this Ordinance.

F. *Repairs and Maintenance.*

(1) This Ordinance shall not regulate ordinary maintenance and repairs of nonconformities, provided the extent of the nonconformity is not increased.

(2) If the non-conforming structure or portion of a structure containing a non-conforming use becomes physically unsafe or unlawful due to the lack of repairs and maintenance and is declared by any duly authorized official to be unsafe or unlawful by reason of physical condition, it shall not thereafter be restored, or rebuilt except in conformity with the regulation of the district in which it is located.

G. *Uses Allowed Under Special Exception Provisions.*

(1) Any use which exists at the effective date of this Ordinance which is permitted by this Ordinance as a special exception in the district where such use is located shall not be deemed a non-conforming use in such district, but shall without further action be considered a conforming special exception use.

(2) Such use, however, shall be subject to the jurisdiction of the Board of Zoning Appeals as a special exception, and shall not be expanded or otherwise modified or enlarged except upon Board hearing and approval.

PART 2. DEFINITIONS

Sec. 2.1. Meaning of terms.

Accessory Dwelling Unit or *ADU:* a secondary dwelling unit that is on the same lot, parcel, or tract as a primary single-family detached dwelling unit and not greater than 75% of the size of and subordinate in use to the primary single-family detached dwelling unit. "Accessory dwelling unit" includes a structure that is separate from the primary single-family detached dwelling unit or attached as an addition, to the primary single-family detached dwelling unit. See standards in Section 8.10.

Accessory Structure: A structure that is a) subordinate to and serves the principal structure; b) is located on the same lot as the principal structure; and c) is not attached by any common wall or by a common roof to the main structure. Accessory structure under this Ordinance does not pertain to a separate dwelling unit not attached to the principal dwelling. This definition specifically excludes ADUs.

Accessory Use: A use which a) is subordinate to and services the principal use, b) takes place on the same lot as the principal use, and c) is a use which is clearly incidental to customarily found in connection with and, except as otherwise provided in this Zoning Ordinance, is located on the same lot as the principal use of the premises. Accessory use under this ordinance does not pertain to a separate dwelling unit not attached to the principal dwelling.

Adult Day Care Center: A facility operated to provide, with or without charge, care for four (4) or more medically handicapped adults or elderly individuals in accordance with the Title 14 of the Maryland General Health Article.

Adult Day Care Home: A facility operated to provide, with or without charge, care for two (2) or three (3) medically handicapped adults or elderly individuals in accordance with the Title 14 of the Maryland General Health Article. An Adult Day Care Home shall be permitted as a Home Occupation, and operated in accordance with Section 8.1.

Adult Use: Any business, operation, or activity, in which a significant amount of the business consists of one (1) or more of the following, and which shall only be permitted in a zoning district where the use is specifically permitted by this Ordinance:

(a~~1~~) The conduct, promotion, delivery, provision, or performance of Adult Entertainment or Material; including, but not limited to, that occurring in, a, or in connection with a cabaret, lounge, nightclub, modeling studio, bar, restaurant, club, lodge, or similar establishment; or

(b~~2~~) The sale, rental, transfer, loan, dissemination, distribution, provision or promotion of Adult Entertainment or Material, in any format, form, or medium, including, but not limited to, books, magazines, newspapers, photographs, movies, videos, DVDs, CDs, or other audio/video recordings, other electronic recordings, and/or coin-operated pay-per-view viewing devices, including, but not limited to, the operation of an Adult Book or Video Store.

Adult Bookstore or Video Store: An Adult Use, whether or not containing viewing booths, theatres, or other performance viewing source, that involves the sale, rental, transfer, loan, dissemination, newspapers, photographs, movies, videos, DVDs, CDs, or other audio/video recordings, or other electronic recordings, or in the form of ~~merchandize~~merchandise, objects, items, or devices.

Adult Entertainment or Material: Any performance, depiction, or text that is intended to cause or provide, or reasonably may be expected to cause or provide, sexual stimulation, sexual excitement, or sexual gratification, and;

(a) In which an individual or individuals appear in a state of nudity or partial nudity; or

(b) That consists, in whole or in part, of action, activity, poses, portrayal, depiction, or description of:

(i) Human genitals in a discernible state of sexual stimulation or arousal; or

(ii) Any act, which is, or may be considered, sexual in nature, whether real or simulated, or physical or attempted contact with clothed or unclothed genitals, pubic areas, and female breasts.

(c) That consists of any merchandise, object, item or device that is designed and/or marketed with the intention of causing, or that reasonably may be expected to cause, sexual stimulation, sexual excitement, or sexual gratification.

Alley: A public way that primarily provides a means of access or travel between abutting properties and which has a maximum right-of-way of less than twenty (20) feet.

Basement: Any area fully or partially below the grade adjacent to a structure.

Bed and Breakfast: A private owner-occupied, single-family detached residential dwelling containing as the primary use, an aggregate of lodging rooms offered for rent with breakfast service to transient guests within a setting reflecting a residential rather than commercial character.

Board or *Board of Zoning Appeals:* The Board of Zoning Appeals of the City of Frostburg, Maryland.

Boarding Unit: A use within a single-family dwelling unit allowed only when a property owner is in residence in which a room or group of rooms forming a habitable unit, used or intended to be used for living or sleeping but not for cooking or taking of meals, is provided to either one (1) individual or two (2) individuals not related to the property owner; when a housekeeping unit as defined under the definition of "Family" in this Ordinance is not created; and when supported by off-street parking for unrelated occupants as set forth in Section 6.12 of this Ordinance.

Body Art Studio: A commercial use involving the marking of skin of persons with a design by process of pricking and/or ingraining an indelible pigment or by raising scars, or similar method.

Building: A structure with a roof supported by walls, designed to be used as a place of occupancy, storage, or shelter, or commerce.

Building Code: The International Building Code, together with the revisions and amendments thereto which were most recently adopted by the Mayor and Council. As of the effective date of this Ordinance, the Mayor and Council have adopted the 2012 edition of the International Building Code.

Building Setback: A line beyond which the foundation wall, any enclosed or covered porch, vestibule, or other structure of a building or part thereof shall not project; except for the architectural features listed in Section 6.1J. For purposes of this Ordinance, the building setback shall be the same as the innermost edge of the required yards.

Building, Principal: A building that houses a principal use.

Bufferyard: A combination of a setback and a visual buffer or barrier, and is a yard or area together with the planting and/or structure required thereon. Both the amount of land and the type and amount of planting specified for each bufferyard requirement are designed to ameliorate potential adverse impacts between certain adjacent land uses, such as a single-family residence and a retail business.

Childcare Center: An agency, institution, or establishment, that for part or all of the day, or on a twenty-four (24)-hour basis on a regular schedule, and at least twice a week, offers or provides childcare to children who do not have the same parentage, except as otherwise provided for in law or regulation. Any childcare center must be licensed in accordance with the Family Law Article of the Annotated Code of Maryland.

Childcare Home, Family: A residence in which family childcare is provided for up to eight (8) children. Family childcare is care given to a child under the age of thirteen (13) years or to any developmentally disabled person under the age of twenty-one (21) years, in place of parental care for less than twenty-four (24) hours a day, in a residence other than the child's residence, for which the childcare provider is paid. Any family childcare home must be licensed in accordance with the Family Law Article of the Annotated Code of Maryland. A family childcare home shall be permitted as a Home Occupation, and operated in accordance with Section 8.1.

Churches and Places of Worship: Buildings regularly used for religious services or worship such as a churches, temples, synagogues or mosques.

Clubs and Lodges: Buildings or areas of land that: a) are used by recreational, civic, social, fraternal, religious, political, labor unions or similar organizations for meetings, socializing and recreation, b) are limited to use by bona fide members and their occasional guests, except for persons specifically invited for special celebrations, c) which are not open to the general public, and d) which are not operated as a for-profit business. Any use such as a tavern, restaurant or retail sales shall only be permitted if all of the requirements for such use are also met. Clubs and lodges shall not include: a) fraternities or sorority dwellings, or b) any residential uses.

Commercial: Any activity conducted with the intent of realizing a profit from the sale of goods or services.

Comprehensive Plan: The current Frostburg Comprehensive Plan, as adopted by the Mayor and Council, pursuant to the laws of Maryland, and any amendments thereto.

District: A designated area within the city wherein specific residential or business activities may occur.

Driveway: A privately owned vehicular access from a street or alley serving one (1) or two (2) lots.

Dwelling, Multifamily: A residential use consisting of a building containing three (3) or more dwelling units. For the purpose of this definition, a building includes all dwelling units that are enclosed within that building or attached to it by a common floor or wall (even the wall of an attached garage or porch).

Dwelling, Multifamily Apartments: A multifamily residential use other than a multifamily conversion or townhouse.

Dwelling, Primary with Accessory Apartment: ~~a residence with the external appearance of a single-family residence, but in which there is located a second living quarters on the property, which is no larger than twenty-five percent (25%) of the total floor area of the principal structure. Common terms for such use are in-law-suite or guesthouse. A primary dwelling with accessory apartment shall be limited to the occupancy limit for one dwelling unit as set forth by the zoning district.~~ See Accessory Dwelling Unit.

Dwelling, Single-family Detached: A residence consisting of a single detached building containing one (1) dwelling unit.

Dwelling, Townhouse: A building consisting of three (3) or more dwelling units, with each dwelling unit sharing a common vertical wall (including, without limitation, the wall of an attached garage or porch) with at least one (1) other dwelling unit, and where each dwelling unit must occupy the space from ground to the roof and each dwelling unit must have independent outside access. Each dwelling unit is located on a separate fee simple lot.

Dwelling, Twin: One (1) dwelling unit attached to only one (1) other dwelling unit, with the dwelling units separated by a solid vertical wall, with each dwelling unit occupying the space from the ground to the roof and an independent exterior entrance, with each dwelling unit being situated on its own fee-simple lot.

Dwelling, Two-Family: A building containing two (2) dwelling units, but not including a primary dwelling with an accessory apartment. If two (2) dwelling units share a common wall, even the wall of an attached garage or porch, the dwelling units shall be considered to be a two (2)-family dwelling.

Dwelling Unit: ~~An enclosure containing sleeping, kitchen and complete bathroom facilities designed for and used, or held ready for use,~~A single unit providing complete living facilities for at least one individual, but no more than ~~as a residence by a maximum of only~~ one (1) "family" (as defined by this Section)~~,~~ unless specifically stated otherwise, including, at a minimum, provisions for sanitation, cooking, eating, and sleeping. The minimum size of a dwelling unit shall be dictated by the effective building and property maintenance codes adopted by the Mayor and Council.

Essential Services: Facilities owned or maintained by public or private companies or public agencies that are engaged in the delivery or transport of water, wastewater, stormwater, natural gas, electric power, telecommunications, or similar services but not including new construction of a) buildings or enclosed structures greater than one thousand (1,000) SF in area; b) utility storage yards; c) overhead power transmission poles, towers, or wires; d) cellular, relay, or transmitting radio or communication towers.

Family: An individual, or two (2) or more persons who are related, or a group of not more than four (4) persons who are not related living together as one (1) common housekeeping unit in a dwelling unit, unless specifically stated otherwise (such as the applicable district regulations or the group home regulations).

Farm Animals: Animals other than household pets, which are intended to be kept for commercial and/or family food production and sale, education, or recreation. Farm Animals are identified by these categories: large animals, e.g., horses and cattle; medium animals, e.g., sheep, goats, pigs, hogs and any manner of swine; or small animals, e.g., rabbits, chinchillas, chickens, turkeys, pheasants, geese, ducks, and pigeons.

Fence: A fixed structure designed to prevent escape or intrusion or to define property.

Floor Area, Total: The gross area of a building measured by taking the outside dimensions of the building at each floor level intended for occupancy or storage.

Gambling: A use involving gaming, wagering, betting, or other games of chance where money or other items of value are at risk based upon the outcome of events which have not yet occurred.

Gambling Establishment: A use where the sole or primary purpose of the establishment is to offer patrons the opportunity to engage in gambling which shall include, but is not limited to, casinos or off-track betting parlors. A gambling establishment does not include fraternal clubs, religious or charitable organizations, which may, under the applicable laws of Maryland and Allegany County, utilize games of chance for fundraising activities to further charitable purposes. Gambling establishments shall not include restaurants, taverns, or stores that sell or promote games of chance sponsored or licensed by the State of Maryland.

Garage: A noncommercial structure used for the storage of vehicles and household items.

Group Home: A dwelling unit to house persons who need special care and oversight because of mental or developmental disability, old age, physical disability, physical or emotional abuse committed against themselves, or mental illness (other than mental illness that involves or has involved behavior related to violent crime). Such use shall function as a common household unit. See standards for Group Homes in Section 8.4. A Group Home shall not include any use that meets the definition of a "Treatment Center."

Historic District: See definitions in Section 4.1.

Home Occupation: A commercial activity that is a routine and customary accessory use to a dwelling unit, and that, if within a residential district, is conducted by a person on the same lot where such person resides. See standards in Section 8.1.

Hotel: See Motel.

Household: See the definition of "family."

Junkyard: An area used for the storage, dismantling, processing and/or sale of used, demolished, discarded, scrap and/or abandoned manufactured materials, including, but not limited to, furniture, tires, appliances, mobile homes, machinery, motor vehicles and their parts, and building materials.

(a)~~1.~~ A junkyard shall also include any area used for the parking or storage of motor vehicles that do not display evidence of: (i) current valid registration, (ii) registration that expired less than ninety (90) days previously.

(b)~~2.~~ The term junkyard shall not include: (i) a City-permitted recycling collection or recycling processing center, (ii) solid waste or recyclables within a suitable container routinely awaiting imminent proper disposal, or (iii) storage within a lawful completely enclosed storage building.

Kennel: A commercial operation that: (i) provides food and shelter and care of animals for the purpose not primarily related to medical care (a kennel may or may not run by or associated with a veterinarian), or (ii) engages in the breeding of animals for sale.

Light Wholesale and Distribution Establishments: A use primarily involving manufactured products, supplies, equipment, and/or commodities held for (a) direct sales to the consumer, and/or (b) indoor storage and

subsequent distribution to other commercial entities or locations for sale or resale. Such uses shall be in similar character and scale as commercial uses within the district, and the use shall not create excess noise or traffic.

Loading Space, Off-Street: A space designed for bulk pickup and deliveries by transport or delivery vehicles and not designed as off-street parking.

Lot: A lot is a parcel of land of sufficient size to meet minimum zoning requirements for use, lot coverage, and lot area and to provide such yards and other open spaces as are herein required. Such lot shall have frontage on an improved public street, and may consist of:

(a~~1~~) A single lot of record;

(b~~2~~) A portion of a lot of record;

(c~~3~~) A combination of complete lots of record, or complete lots of record and portions of lots of record.

(d4) A parcel of land described by metes and bounds, provided that no case of division of lots or combination of lots shall any residual lot or parcel be created which does not meet requirements of this Ordinance.

Lot Coverage: The total percentage of the lot area that is covered by all building(s) on the lot, unless specifically stated otherwise.

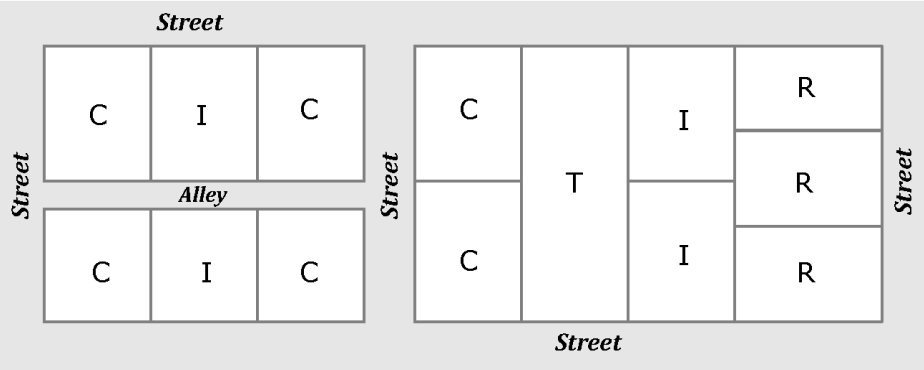
Lot Frontage: The front of a lot shall be the portion abutting or adjacent to the street. For the purpose of determining yard requirements on corner lots and through lots, all sides of a lot abutting or adjacent to streets shall be considered frontage, and front yards shall be provided along each street.

Lot Line, Front: A property line running along a public street right-of-way. If an undeveloped lot abuts or is adjacent to two (2) or more streets, the Community Development Director shall determine which is the front lot line.

Lot Line, Rear: The lot line or lines generally opposite or parallel to the front lot line. A through lot has no real lot line.

Lot of Record: A lot which is recorded as a separate parcel of land in the official property records of Allegany County, Maryland, or which is designated on a plat for development submitted for approval by the Planning Commission or Board of Zoning Appeals.

Lot Types: See diagram and definitions below.



Key:
C: Corner Lot
I: Interior Lot
T: Through Lot
R: Reversed Frontage Lot

~~*Corner Lot*~~*Lot, Corner*: A lot located at the intersection of two (2) or more public streets.

~~*Interior Lot*~~*Lot, Interior*: A lot other than a corner lot with only one (1) frontage on a street other than alley.

~~*Through Lot:* a lot other than a corner lot with frontage on more than one (1) public street.~~

~~*Reversed Frontage Lot*~~*Lot, Reverse Frontage*: a lot in which the shorter roadway frontage is at right angles, or approximately right angles, to the general pattern established by other lots in the same block and in the block on the opposite side of the street. A reversed frontage lot may be a corner lot or an interior lot.

Lot, Through: a lot other than a corner lot with frontage on more than one (1) public street.

Major Renovation: Any structural change affecting the envelope of the building or resulting in a reconfiguration of interior space.

Mayor and Council: The Mayor and City Council of the City of Frostburg, Maryland.

Mining and Quarrying: the excavation of any natural mineral deposit(s) or soil(s) for commercial sale.

Mobile Home: A dwelling unit that: (i) is not constructed in accordance with the standards set forth in the City building code applicable to houses constructed on a conventional perimeter foundation; and (ii) is composed of one (1) or two (2) main components, each of which contains a steel frame and a tongue.

Mobile Home Park: A parcel of land upon which more than one (1) mobile home is located.

Modular Home: a dwelling unit constructed in accordance with the standards set forth in the city building code applicable to site-built homes and composed of components substantially assembled in a manufacturing plant and which is designed to be supported by a conventional perimeter foundation. For the purposes of this ordinance, a modular home shall be regulated in the same manner as a site-built home. This type of home is also known as a sectional home. A modular home is not considered a mobile home.

Motel or *Hotel:* An establishment serving overnight transient visitors to the area and consisting of five (5) or more sleeping rooms, with each room or suite of rooms in a permanent building, and with each room or suite of rooms having its own sanitary facilities. This term shall not include a boarding unit or recreational trailer park. A motel or hotel may include an attached accessory restaurant and meeting facilities.

Non-Conforming Use: Uses of land, and or uses of structures and land in combination which were lawful before this Ordinance was passed and amended, but which would not be permitted within the applicable district established by this Ordinance, as amended.

Open Space: Land intended for recreation or conservation of natural resources, and is free of residential, business, or industrial structures and uses.

Outdoor Storage: The storage of merchandise, material or equipment of any type, in conjunction with a permitted primary use, stored within view of any residential property or public right-of-way, and in accordance with Section 6.7 of this Ordinance.

Parking Lot, Commercial: Any combination of one (1) or more parking spaces designed or used for the parking of self-propelled vehicles and available to the public whether for a fee or as an accommodation to customers or clients.

Parking Space, Off-Street: A space adequate for parking an automobile that is constructed and provided in accordance with Section 6.12 of this Ordinance.

Permitted Principal Use: A by-right use that conforms to the regulations of the applicable district and other regulations pertinent to the use. Such use or structure may be conducted or erected on any legal lot within the districts.

Planning Commission: The Planning Commission of Frostburg, Maryland.

Premises: A tract of land including the structures and buildings thereon.

Principal Use: The primary activity for which a site or a structure is used. A principal use may be either a permitted principal use or a special exception.

Programmed Open Space: A dedicated open area, designed in such a manner that the structure and use of which will not disturb the underlying character of the district, either by reason of traffic movement, noise, appearance, or other characteristics.

Property Maintenance Code: The International Property Maintenance Code together with the revisions and amendments these to which were most recently adopted by the Mayor and Council. As of the effective date of this Ordinance, the Mayor and Council have adopted the 2012 edition of the International Property Maintenance Code.

Reclassification: The changing of the zoning classification which applies to a particular area of land or structure.

Recreational Trailer: A vehicle built on a chassis designed to be pulled by another vehicle and used as a temporary dwelling for travel or recreational purposes.

Recreational Vehicle: A vehicle built to be self-propelled and used as a temporary dwelling for travel or recreational purposes.

Related or *Relative:* Persons who are related by blood, marriage, adoption or formal foster relationship to result in one (1) or more of the following relationships: brother, sister, parent, child, grandparent, great-grandparent, grandchild, great-grandchild, uncle, aunt, niece, nephew, sister-in-law, brother-in-law, parent-in-law or first cousin. This term shall not include relationships such as second or more distant cousins. This term shall include similar "step" relationships established by marriage, such as step-father or step-son.

Residence: See "Dwelling."

Restaurant, Drive-In or Drive-Through: Any establishment where ready-to-eat food primarily intended for immediate consumption is available upon a short waiting time and packaged or presented so that it can readily be eaten inside the premises and whose method of operation is also to serve customers in motor vehicles either at a drive-through when or while parked.

Restaurant, Fast Food: An establishment where ready-to-eat food primarily intended for immediate consumption is available upon a short waiting time and wrapped or presented so that is can readily be eaten outside or inside the premises.

Restaurant, Standard: A food serving establishment whose principal business is the sale of food and the principal method of operation is its service when ordered from a menu to seated customers at a table, booth, or counter inside the establishment. A snack bar or refreshment stand at a public or non-profit community swimming pool, playground or park, operated solely for the convenience of its patrons shall not be considered a restaurant.

Self-Storage Facility: A commercial facility or structure in which the primary use is to provide separate indoor storage areas for personal or business use designed to allow private access by the tenant.

Semi-Public: Owned and operated by a civic or non-profit organization for the use or benefit of the general public.

Shopping Center: A group of three (3) or more retail stores, service establishments, and/or other similar uses in common ownership and designed as a unit.

Short-term Vacation Rentals: A dwelling unit in which the entire unit or separate portions thereof is available for rent for periods of less than forty-five (45) consecutive days to transient guests. Short-term vacation rentals shall conform to all applicable requirements set forth in the Short-Term Vacation Rental regulations set forth in Section 8.4 of the Zoning Ordinance.

Signs: See definitions in Part 7.

Sleeping Room: A room which is intended for people to sleep in. Such rooms that are part of a dwelling unit are not sleeping rooms.

Special Exception: A grant of a specific use that:

(a) Would not be appropriate generally or without restriction; and

(b) Shall be based on a finding that:

(i) The requirements of the zoning law governing the special exception on the subject property are satisfied; and

(ii) The use on the subject property is consistent with the plan and is compatible with the existing neighborhood.

Story: That portion of a building included between the surface of any floor and the surface of the floor next above it or, if there be no floor above it, the space between such floor and the ceiling above it. A basement shall be counted as a story if an average of five (5) feet or more is located above the ground level at the front of the building and if the basement includes an inside height of at least seven (7) feet.

Street: Any vehicle accessway other than a named alley that is shown on the official and current State Transportation Map for the City of Frostburg or any accessway not designated as an alley that is dedicated for public use on a plat approved pursuant to law.

Street, Private: Any accessway that is intended to provide vehicular access to multiple properties that is not dedicated as a public thoroughfare.

Street, Public: A street that is, or will be at the conclusion of construction, a City of Frostburg right-of-way, in which the street is, or will be, maintained by the City.

Structure: That which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner. Also see Historic District Definition, Structure.

Townhouse: See Dwelling, Townhouse.

Treatment Center: A building, other than a prison, providing housing facilities for persons who need specialized housing, treatment and/or counseling because of:

(a~~i~~) Criminal rehabilitation, such as a criminal half-way house or a treatment/housing center for persons convicted of driving under the influence of alcohol,

(b~~ii~~) Addiction to alcohol and/or a controlled substance, or

(c~~iii~~) A type of mental illness that involves or has involved behavior related to violent felony crime. See also the definition of Group Home in this section.

Utility: Any entity which operates systems providing or offering to the public water filtration and supply, wastewater or stormwater collection and/or treatment, electric power, natural gas, telecommunications, or similar services.

Variance: A modification only of density, bulk or area requirements of this Zoning Ordinance where such modification will not be contrary to the public interest and where owing to conditions peculiar to the property, and not the results of any action taken by the applicant, a literal enforcement of the Ordinance would result in practical difficulty.

Variance, Administrative: A variance that is issued by the Community Development Director, Section 1.18C(4).

Warehouse: A use primarily involving the manufactured products, supplies, equipment, and/or commodities held for a) indoor storage and subsequent distribution to other commercial entities or locations for sale or resale, and/or b) long-term indoor commercial storage.

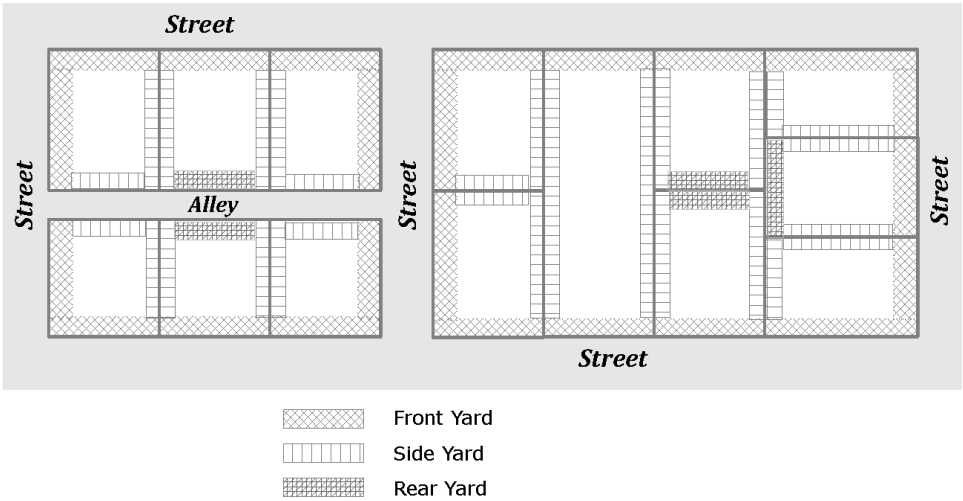
Waste Disposal Site: A facility or location where waste, refuse, and/or discarded materials are accommodated or left to be recycled.

Waterway, Intermittent: a stream that does not have flowing surface water during dry periods of the year, but may have groundwater-based surface flow at other times.

Waterway, Perennial: a stream or part of a stream that flows continuously all of the calendar year as a result of ground water discharge or surface runoff.

Wind Energy System: A structure and related devices not to exceed seventy-five feet (75') in height designed to convert kinetic wind energy to electric power to be installed on property containing or proposed to contain a permitted use but not attached to any existing or proposed building or other structure, installed for the purpose of direct consumption either on the subject property or for connection to the electric power grid to offset the cost of power to be consumed solely on the subject property. In addition, Wind Energy Systems as defined herein are not to be considered essential services as defined in Section 1.12 herein.

Yard: A required open space unoccupied and unobstructed by any structure or portion of a structure from thirty (30) inches above the general ground level of the graded lot upward, provided however, that fences and walls may be permitted in any yard subject to height limitation as indicated herein.



Yard, Front: An area bounded by the front yard setback line, the front lot line and the side lot line.

Yard, Rear: An area bounded by the rear setback line and the side setback line.

Yard, Side: An area bounded by the front setback line, the rear lot line, and the side setback line.

(Ord. No. 2022-02, §§ 2, 3, 2-17-2022)

PART 3. PRIMARY DISTRICT REGULATIONS

USE REGULATIONS TABLE

Use Description	Zoning Districts										
	R1*	R2*	R2-A*	R3	R4*	RO	C1	C2	C3	C4	T-LI
Residential											
Single-family Dwellings	P	P	P	P	P	P	P	P	SE		
Primary Dwelling with Accessory Apartment	P	P	P	P	P	P	P	P	SE		
Twin Dwellings	SE	P	P	P	P	P	P	P	SE		
Townhouse Dwelling	SE[1]	SE[1]	SE[1]	P[1]	P[1]	SE[1]	P[1]	SE[1]	SE[1]		
Two-family Dwellings		SE	SE	P	P	P	P	SE	SE		

Multifamily Dwellings			SE	P	P		P	SE	P[1]		
Boarding Units		SE	SE	SE	SE	SE	SE	SE	SE		
Group Homes	P[1]	P[1]	P[1]	P[1]	P[1]	P[1]	P[1]	P1			P[1]
Bed and Breakfasts		SE	SE	SE	SE	P	P	P	P		
Short-term Vacation Rentals		SE	P	P		SE	P	P	P		
Mobile Home Parks				SE			SE				
Treatment Centers											P
Home Occupations (Accessory Use)	See Section 8.1										

~~Key:~~

~~P - Permitted Use~~

~~SE - Special Exception~~

~~Blank Cell indicates use is not permitted~~

~~* No more than 2 unrelated persons per unit~~

~~[1]Subject to additional provisions in text~~

~~Table above is provided for convenience, in the event that the table and text of this Ordinance conflict, the text shall take precedence.~~

Use Description	Zoning Districts										
	R1*	R2*	R2-A*	R3	R4*	RO	C1	C2	C3	C4	T-LI
Institutional											
Adult Day Care Center	SE	SE	SE	SE	SE	SE	SE	P	P		P
Assisted Living Centers or Nursing Homes		SE	SE	SE	SE	SE			P		P
Cemeteries	SE	SE	SE	SE	SE	P	P	P	P		
Childcare Centers	SE	SE	SE	SE	SE	SE	SE	P	P		
Churches and Places of Worship	SE	SE	SE	SE	SE	P	P	P	P		
Civic & Service Clubs, Fraternal Organizations						SE		P	P		
Colleges, Trade, or Hobby Schools							SE	SE	P		P
Community Centers	SE	SE	SE	SE	SE	P	P	P	P		
Funeral Homes		SE	SE	SE	SE	P		P	P		
Hospices									P		P
Hospitals									P		P
Libraries		SE	SE	SE	SE	P	P	P	P		

Private Primary or Secondary Schools	SE	SE	SE	SE	SE	SE	P	P	P		
Programmed Open Space	SE	SE	SE	SE	SE	P	P	P	P		

~~Key:~~

~~P - Permitted Use~~

~~SE - Special Exception~~

~~Blank Cell indicates use is not permitted~~

~~* No more than 2 unrelated persons per unit~~

~~[1]Subject to additional provisions in text~~

~~Table above is provided for convenience, in the event that the table and text of this Ordinance conflict, the text shall take precedence.~~

Use Description	Zoning Districts										
	R1*	R2*	R2-A*	R3	R4*	RO	C1	C2	C3	C4	T-LI
Retail & Amusement											
Adult Use											SE
Auction Houses								P	SE		
Bars, Lounges, Taverns								SE	P		
Bowling Alleys, Billiard Parlors, Arcades & similar indoor amusement							SE	P	P		
Building/Lumber Sales and Storage								P			P
Clubs and Lodges, Dance Halls, Nightclubs								SE	P		
Country Clubs, golf, tennis, & swim clubs					SE						
Gambling											SE
Restaurant, Standard				SE	SE		P[1]	P	P	P	
Restaurant, Fast Food				SE	SE		P[1]	P	P	P	
Restaurant, Drive-in or Drive-through								SE	SE[1]	P	
Retail				SE	SE		P[1]	P	P	P	

Supermarkets, Farmers Markets, and Grocery				SE	SE		P	P	P	P	
Theatres							SE	P	P		

~~Key:~~

~~P - Permitted Use~~

~~SE - Special Exception~~

~~Blank Cell indicates use is not permitted~~

~~* No more than 2 unrelated persons per unit~~

~~[1]Subject to additional provisions in text~~

~~Table above is provided for convenience, in the event that the table and text of this Ordinance conflict, the text shall take precedence.~~

Use Description	Zoning Districts										
	R1*	R2*	R2-A*	R3	R4*	RO	C1	C2	C3	C4	T-LI
Service											
Animal Groomers				SE			P	P	P		
Automobile Parking Lots and Decks							SE	P	SE		
Automobile Service Stations and Repair Garages								P		P	
Banks/Financial Institutions (with drive-through service)								SE	SE	P	
Banks/Financial Institutions (without drive-through service)				SE	SE		P	P	P	P	
Beauty shop, barber shop, nail salon, tanning, spas				SE	SE		P	P	P	P	
Body Art Studios				SE	SE		P	P	P	P	
Cleaners, Laundromats, etc.				SE	SE		P	P	P		
Contractor Offices									P		P
Fitness Centers							SE	P	SE		
Kennels								P[1]			SE
Medical Laboratories								P	SE		P
Medical or Dental Services					SE	P	P	P	P		

Motels and Hotels								P	P	P	
Personal service				SE	SE		P		P		
Professional Offices					SE	P	P	P	P		
Sales, Service, Commercial Washing of Motor Vehicles								P	SE		
Truck Stops and Rest Areas										P	
Veterinary Services								P			

~~Key:~~

~~P - Permitted Use~~

~~SE - Special Exception~~

~~Blank Cell indicates use is not permitted~~

~~* No more than 2 unrelated persons per unit~~

~~[1]Subject to additional provisions in text~~

~~Table above is provided for convenience, in the event that the table and text of this Ordinance conflict, the text shall take precedence.~~

Use Description	Zoning Districts										
	R1*	R2*	R2-A*	R3	R4*	RO	C1	C2	C3	C4	T-LI
Industrial/Technology											
Light wholesale and distribution establishments								SE	SE		P
Manufacturing and Incidental Sales											P
Research, Experimental, or Testing Laboratories											P
Technological or Communication Enterprises											P
Warehousing											P
Wind Energy Systems	SE	SE	SE	SE	SE	SE	SE	SE	SE	SE	SE

Key:

P - Permitted Use

SE - Special Exception

Blank Cell indicates use is not permitted

* No more than 2 unrelated persons per unit

[1] Subject to additional provisions in text

Note:

3. The above Use Regulations Table ~~Table above~~ is provided for convenience only~~, in~~. In the event ~~that the table~~it conflicts with the text of this Ordinance ~~and text of this Ordinance conflict~~, the text shall take precedence.

4. Accessory dwelling units are excluded from the Use Regulations Table. They are addressed in Section 8.10 hereinafter.

~~(Ord. No. 2018-02, § 2, 5-17-2018; Ord. No. 2022-02, § 4, 2-17-2022; Ord. No. 2024-02, § 1, 10-15-2024)~~

~~(Ord. No. 2018-02, § 2, 5-17-2018; Ord. No. 2019-04, § 2, 5-16-2019)~~

~~Editor's note(s)—See editor's note following § 8.3.~~

RESOLUTION 2026-48

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING THE RENEWAL OF A CONTRACT WITH PERCY PUBLIC AFFAIRS, LLC.

WHEREAS, the City of Frostburg recognizes that relationships are required for certain legislative requests, resolving administrative issues, and obtaining state funding from time to time; and,

WHEREAS, the City has contracted with Percy Public Affairs, LLC to represent the City during the 2026 calendar year and now wishes to continue that relationship for the 2027 calendar year.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland hereby approve a contract with Percy Public Affairs, LLC for the period of December 31, 2026 through December 31, 2027, in the amount of $24,996.00, or $2,083.00 per month.

ADOPTED, this 17th Day of November, 2026.

Frostburg Mayor and Council

BY_____
Todd J. Logsdon, Mayor

Attest:

_____
Patrick O'Brien, City Administrator

Via Email – tlogsdon@frostburgcity.org
The Honorable Todd Logsdon
City of Frostburg
37 S. Broadway
Frostburg, Maryland 21532

October 23, 2026

RE: ***Contract Renewal of Government Relations Representation – Contract Year 2027***

Dear Mayor Logsdon:

Once again, Percy Public Affairs, LLC, is honored for the opportunity to continue our representation for the City of Frostburg, in Annapolis. During the 2026 legislative session, we worked closely with you and your staff on several priorities, most notably the water issue between Frostburg and the Town of Lonaconing. During the interim, we've continued our commitment to ongoing discussions with the Governor's Office, MDE, and the Allegany Co. Delegation, to secure financial state support to improve the capital water sustainability projects.

We firmly believe in the long-standing relationships that we have cultivated within the Executive Branch, the members and staff of the Maryland General Assembly, higher- education, and local elected officials and representatives establish an ongoing link between our team and the City of Frostburg.

We humbly submit this proposal for lobbying services to support your priorities during the 2027 calendar year.

Should you or the city council have any questions or concerns, I will be your primary point of contact moving forward. Please don't hesitate to contact me at any time at rich@percypublicaffairs.com or my cell at 410-279-7684.

Thank you for your consideration and PPA is looking forward to continuing our partnership with the City of Frostburg.

Sincerely,

Richard

Richard J. Reinhardt, II, J.D.
Partner

Client Engagement

This Client Engagement Agreement ("Agreement") formalizes the relationship between Percy Public Affairs LLC (PPA), having an address at 163 Waterfront Street, Suite 440, National Harbor, Maryland 20745 and the City of Frostburg, having an address at 37 S. Broadway, Frostburg, MD 21532 ("Client"). PPA and Client may also be referred to herein as a "Party" or collectively as "Parties."

The Client hereby engages PPA to provide lobbying and government relations services with the State of Maryland.

1. Terms and Definitions

This Agreement is effective as of December 31, 2026 (the "Effective Date") and continues through December 31, 2027 (the "Term") or until either party terminates this relationship pursuant to Section 5 herein.

PPA Primary Point of Contact:
Name: Richard Reinhardt
Email: rich@percypublicaffairs.com
Phone: 410-279-7684 (work cell)
Address: 163 Waterfront Street, Suite 440, National Harbor, Maryland 20745

Client Primary Point of Contact:
Name: Elizabeth Stahlman
Position: City Administrator
Email: estahlman@frostburgcity.org
Phone: 301-697-6149
Address: 37 S. Broadway, Frostburg, MD 21532

Client agrees to pay PPA monthly installments of TWO THOUSAND EIGHTY-THREE DOLLARS ($2,083.00) (the "Fee") each with no interest, according to the terms set forth in Section 4 herein.

2. Client Goals

Within one (1) week of the Effective Date, PPA and Client shall meet in person or via video or phone conference to discuss Client's goals and engage in collaborative strategic planning. PPA and Client will discuss at this goal-setting meeting the goals and tactics that will be used to attain those goals together.

PPA understands that some matters discussed during the annual goal-setting meeting or otherwise disclosed by Client may include Client trade secrets and other proprietary information which Client prefers to keep confidential. It is Client's sole responsibility to inform PPA if specific information discussed is to remain strictly confidential between Client and PPA. That information will be marked "Trade Secret" in PPA internal files to ensure all PPA employees keep these matters strictly confidential.

PPA will create a written annual strategic plan following the goal-setting meeting (the "Strategic Plan"). Client is encouraged to review the Strategic Plan carefully and provide feedback as soon as

possible and from time to time if Client desires to make any changes therein. PPA will use the Strategic Plan to guide its advocacy on behalf of Client.

3. General Scope of Work

Ethics

Upon Client's signature of this Agreement, PPA will timely enroll its employed lobbyists, as required by law, as registered lobbyists for Client with the Maryland State Ethics Commission and other local governments' ethics registration authorities, as necessary and appropriate. Registration is effective for the lobbying year, which for the State of Maryland, begins on November 1 of each year and terminates on October 31 of the following year (the "State Lobbying Year").

If the Client - PPA relationship begins mid-State Lobbying Year, the registration will be effective for the remainder of the State Lobbying Year. If said relationship begins in the middle of any applicable local government registration term, the registration will remain effective for the remainder of that term. PPA will re-register members of its team for each State Lobbying Year and applicable local government lobbying term during the term of this Agreement on behalf of Client.

If Client or PPA discontinues this relationship, the registration(s) will remain active with the Maryland State Ethics Commission until the end of the State Lobbying Year or other applicable term unless Client expressly requests in writing their active termination.

The Maryland State Ethics Commission charges a fee of $103 per lobbyist registration per client per year. Client will see this charge reflected on its billing invoice upon execution of this Agreement and in October of each year. Client retains all responsibility and liability for any and all applicable registrations required for all other employees and agents not employed by PPA. PPA prides itself on exceptional ethical standards and strictly complies with state and local regulations.

The Maryland State Ethics Commission requires Activity Reports for each registered lobbyist twice per lobbying year- due May 31 and November 30. PPA will be responsible for timely filing each of these Activity Reports for any and all of its employees registered for Client.

The Maryland State Ethics Commission requires Special Event Reports to be filed following any legislative meal or reception event. PPA will be responsible for timely filing any Special Activity report warranted by PPA's advocacy efforts on behalf of Client.

Communication

Clear, open, frequent and candid communication is the key to any healthy relationship, including the one between Client and PPA. PPA will schedule regular status updates with Client, generally for up to one (1) hour every week by phone or video conference. At a minimum, primary points of contact for PPA shall attend these, with other representatives of PPA participating as necessary.

Email and phone communication are encouraged between Client and PPA between status updates and as often as appropriate. PPA will make every effort to respond to any Client communication within twenty-four (24) hours.

If Client or Client's employees or agents interact with government officials independently of PPA, then PPA respectfully requests that Client communicate with PPA about those interactions, even if they are in a personal capacity outside of their official work or unrelated to the goals Client is working on with PPA, to maximize PPA's ability to represent Client.

Scope of Engagement

The following is a short list of specific legislative and executive branch advocacy that will continue for Client during our next year of representation:

- *Advocating before the Maryland General Assembly concerning the interests of the Client;*

- *Educating the new Administration and his staff, the Executive Branch, and members of the Maryland General Assembly of Client's legislative agenda and priorities and advancing them during 2027 interim session;*

- *Cultivating new relations between the Client and members of the Maryland General Assembly and strengthening existing relations to create long-term and sustainable support and legislative "champions" to advance the Client's priorities and strategic plan for future years; and*

- *Other matters agreed to by the Client and PPA (collectively, the "Scope of Engagement") including other matters that may arise through the course of business in the general assembly.*

Services

During the Term, PPA will provide the following services ("Services") to the Client related to the Scope of Engagement:

- *Meet with key stakeholders, including House and Senate leadership, respective committee members, executive branch officials, and other legislators of importance to advance the Client's legislative agenda;*

- *Attend relevant meetings and/or hearings either with representatives of the Client or on behalf of the Client;*

- *Conduct ongoing review and tracking of all proposed legislation for the 2027 Legislative Session, and provide real-time updates on developments pertinent to the Scope of Engagement as well as conduct regularly scheduled check-ins;*

- *Schedule specific meetings with the Legislative District representatives and the Western Maryland Delegations regarding the Client's priorities and seek their support;*

- *Provide the Client with major updates each quarter of the interim to discuss the work plan, deliverables and accomplished milestones;*

- *Provide strategic and political advice when requested and within the law related to campaign activities, elections, fundraising requests, and related matters; and*

- *Ethics compliance filings as required.*

Political Contributions

Political contributions are a part of lobbying. PPA lobbyists contribute personally to legislators with whom they have personal and professional relationships. Maryland law prohibits lobbyists from soliciting political contributions from clients or advising clients about political contributions unless the client requests such information.

If Client desires advice about whether making political contributions would be beneficial to building relationships with key legislators, it should send that request to rich@percypublicaffairs.com and PPA will advise in writing.

4. Fee and Payment

Client understands that the nature of government affairs work is cyclical, with workload varying from week to week and month to month. PPA's Fee is not based on an hourly rate or tied to any one member of the team or another, as client success is not based on a set number of hours worked. PPA will always employ its best efforts to achieve Client's goals.

PPA shall invoice Client monthly for PPA services. Invoices are sent on the first day of the invoice month. Payment is due upon receipt of invoice. Maryland law forbids contingency fees in lobbying and government affairs work. PPA is unable to contract for or accept any payment based upon any outcome.

5. Termination

Either party may terminate this relationship at any time and for any reason with thirty (30) days' prior written notice to the other party. Notice should be made in writing and sent to rich@percypublicaffairs.com with the subject line: "Termination of Relationship."

PPA internal files will not be transferred to Client. They will be retained for a period of years pursuant to state law and statute of limitations rules and thereafter destroyed by shredding or certified secure document destruction.

6. Law & Venue

Client and PPA agree that any dispute between them shall be resolved according to Maryland law through the Maryland court system.

7. Severability

If any section of this Agreement is found to be void or unenforceable, the remainder of the Agreement shall stand unimpeded.

8. Entirety

This Agreement represents the full agreement between PPA and Client. There are no oral agreements, other writings, or implied understandings between PPA, Client, or employees or agents of either PPA or Client relating to PPA's representation of Client for lobbying or government relations purposes.

9. Counterparts

Client and PPA may execute this Agreement in counterparts, sending the signed copy to the other party by email or U.S. Mail. This Agreement is effective as of the date set forth herein.

####

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed as of the date and year first above written.

PERCY PUBLIC AFFAIRS, LLC

By: Richard J. Reinhardt, II Date: 10/23/2026

Richard J. Reinhardt, II, Partner

THE CITY OF FROSTBURG

By: _____ Date: _____

Todd Logsdon, Mayor

RESOLUTION 2026-49

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING EVERGREEN ASSOCIATES FOR A COMMERCIAL TAX CREDIT.

WHEREAS, The City of Frostburg developed a tax credit for the rehabilitation of commercial structures for the purpose of adaptive reuse of the structure; and,

WHEREAS, Evergreen Associates' application for Commercial Tax Credit was approved by the Mayor & City Council on December 16, 2025 with a total approved rehabilitation investment not to exceed $346,918.33; and,

WHEREAS, Article 7, Section 7.4 of the City Code of Ordinances states that the rehabilitation of commercial structures tax credit may not exceed fifty percent (50%) of the amount of qualifying investment in a structure, may not exceed the assessed value of the structure, and may be granted for up to a ten-year period in an equal amount each year.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland hereby approve Evergreen Associates rehabilitation of commercial structures tax credit in the amount of $173,459.16 to be divided equally over a ten-year period beginning July 1, 2027.

ADOPTED, this 17th day of November, 2026.

Frostburg Mayor and Council

BY_____
Todd J. Logsdon, Mayor

Attest:

_____
Patrick O'Brien, City Administrator



Western Maryland Construction Solutions, LLC
26 Maple Street, Frostburg Maryland 21532
301.687.1767/301.687.1769

Schedule of Values Construction
Frostburg Museum Project

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED From Previous Application(s)	This Period	MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED & STORED TO DATE	% (G-C)	BALANCE TO FINISH (C - G)	Historic Tax Credit Qualifying Investment	
1	Planning/ Architectural	$ 80,000.00	$ -	$ -	$ -	$ -	0%	$ 80,000.00	**$ 80,000.00**	Architectural
2	Demo	$ 35,000.00	$ -	$ -	$ -	$ -	0%	$ 35,000.00	$ -	
3	Floor Systems	$ 25,000.00	$ -	$ -	$ -	$ -	0%	$ 25,000.00	$ -	
4	Interior Framing Systems	$ 89,000.00	$ -	$ -	$ -	$ -	0%	$ 89,000.00	$ -	
5	Roof framing system	$ 10,000.00	$ -	$ -	$ -	$ -	0%	$ 10,000.00	$ -	
6	Window And Door Systems	$ 165,000.00	$ -	$ -	$ -	$ -	0%	$ 165,000.00	**$ 48,000.00**	Exterior egress doors
7	Electrical/fire alarm Systems	$ 155,000.00	$ -	$ -	$ -	$ -	0%	$ 155,000.00	**$ 45,000.00**	Fire alarms system
8	Plumbing System	$ 129,800.00	$ -	$ -	$ -	$ -	0%	$ 129,800.00	**$ 21,800.00**	4" tap and water main to sprinkler connection
9	Hvac Systems	$ 86,800.00	$ -	$ -	$ -	$ -	0%	$ 86,800.00	$ -	
10	Sprinkler Systems	$ 135,000.00	$ -	$ -	$ -	$ -	0%	$ 135,000.00	**$ 135,000.00**	sprinkler
11	Roofing/Gutters	$ 89,000.00	$ -	$ -	$ -	$ -	0%	$ 89,000.00	$ -	
12	Insulation and Drywall	$ 111,000.00	$ -	$ -	$ -	$ -	0%	$ 111,000.00	$ -	
13	Exterior Veneer	$ 35,000.00	$ -	$ -	$ -	$ -	0%	$ 35,000.00	$ -	
14	Cabinetry and Countertop	$ 95,000.00	$ -	$ -	$ -	$ -	0%	$ 95,000.00	$ -	
15	Interior trim and stairs	$ 30,000.00	$ -	$ -	$ -	$ -	0%	$ 30,000.00	$ -	
16	Floor covering	$ 63,400.00	$ -	$ -	$ -	$ -	0%	$ 63,400.00	$ -	
17	Interior Finishing	$ 125,000.00	$ -	$ -	$ -	$ -	0%	$ 125,000.00	$ -	
18	Site improvements / ADA ramp/St	$ 215,000.00	$ -	$ -	$ -	$ -	0%	$ 215,000.00	**$ 82,000.00**	egress improvements(Ada ramp. steps.
19	Exterior trim	$ 26,000.00	$ -	$ -	$ -	$ -	0%	$ 26,000.00	$ -	
23	General Conditions	$ 135,750.00	$ -	$ -	$ -	$ -	0%	$ 135,750.00	$ -	
	TOTALS	$ 1,835,750.00	$ -	$ -	$ -	$ -	0%	$ 1,835,750.00	**$ 411,800.00**	

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702/Cma (Instructions on reverse side)

CONSTRUCTION MANAGER-ADVISOR EDITION

CONTRACTOR:	Western Maryland Construction Solutions, L.L.C. 26 Maple St. Frostburg, MD 21532	PROJECT: Hill Street School Renovation	APPLICATION NUMBER: PERIOD TO: PROJECT NOS.:	1 01/08/25 3168	Distribution to: [X] OWNER [ ] CONSTRUCTION MANAGER
Owner:	Evergreen Associates, L.L.C. 26 Maple St. Frostburg Md 21532		CONTRACT DATE:		[ ] ARCHITECT [ ] CONTRACTOR
CONTRACT FOR:	Hill Street School Renovation	VIA CONSTRUCTION MANAGER: VIA ARCHITECT:	Brandon Reece N/A		

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in accordance with the Contract.

Continuation Sheet, AIA Document G703, is attached.

1.	**ORIGINAL CONTRACT SUM**		$ 1,896,750.00
2.	**Net Change By Change Orders**.....		$0.00
3.	**CONTRACT SUM TO DATE**	(Line 1 +2).....	$1,896,750.00
4.	**TOTAL COMPLETED & STORED TO DATE**..... (Column G on G703)		$100,000.00
5.	**RETAINAGE:**		
	a. 0% % of Completed Work (Columns D & E on G703)		
	b. 0% % of Stored Material (Column F on G703)	$0.00	
	Total Retainage (Line 5a + 5b or Total in Column I of G703)		$0.00
6.	**TOTAL EARNED LESS RETAINAGE**..... (Line 4 less Line 5 Total)		$100,000.00
7.	**LESS PREVIOUS CERTIFICATES FOR PAYMENT** (Line 6 from prior Certificate)		$0.00
8.	**CURRENT PAYMENT DUE**		**$100,000.00**
9.	**BALANCE TO FINISH, INCLUDING RETAINAGE** (Line 3 less Line 6)		**$1,796,750.00**

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$0.00	$0.00
Total Approved this Month		$0.00
TOTALS	$0.00	$0.00
NET CHANGES by Change Order		$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

BY: _____ DATE: NOV 06 2025

Tyler N. Winkler
Comm. Exp. 07/17/2028
NOTARY PUBLIC
Allegany County, MD

State of: Maryland County of: Allegany

Subscribed and sworn before me this 6th day of November 2025

Notary Public: Taylor Winkler

My Commission Expires: 07/17/28

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager certifies that to the best of his knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... **$100,000.00**

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.).

CONSTRUCTION MGR:

By:_____ Date:_____

ARCHITECT:

By:_____ Date: _____

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.
Use column 1 on Contracts where variable retainage for line items may apply.

Hill Street School Renovation
Replacement
PROJECT NUMB. ***3168***

APPLICATION NO: **1**
APPLICATION DATE: **01/08/25**
PERIOD TO: **01/08/25**
ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATION (D+E)	E WORK COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	H BALANCE TO FINISH (C-G)	I RETAINAGE
1	Planning/Architectural	$ 80,000.00		$32,000.00		$32,000.00	40%	$48,000.00	$0.00
2	Demo	$ 35,000.00		$35,000.00		$35,000.00	100%	$0.00	$0.00
3	Floor Systems	$ 25,000.00		$25,000.00		$25,000.00	100%	$0.00	$0.00
4	Interior Framing Systems	$ 89,000.00				$0.00		$89,000.00	$0.00
5	Roof Framing Systems	$ 10,000.00		$8,000.00		$8,000.00	80%	$2,000.00	$0.00
6	Interior steel and brick work	$ 45,000.00				$0.00		$45,000.00	$0.00
7	Window And Door Systems	$ 165,000.00				$0.00		$165,000.00	$0.00
8	Electrical/fire alarm Systems	$ 155,000.00				$0.00		$155,000.00	$0.00
9	Plumbing System	$ 129,800.00				$0.00		$129,800.00	$0.00
10	Hvac Systems	$ 76,800.00				$0.00		$76,800.00	$0.00
11	Sprinkler Systems	$ 135,000.00				$0.00		$135,000.00	$0.00
12	Exterior Finish	$ 52,000.00				$0.00		$52,000.00	$0.00
13	Insulation and Drywall	$ 111,000.00				$0.00		$111,000.00	$0.00
14	Exterior Veneer	$ 35,000.00				$0.00		$35,000.00	$0.00
15	Cabinetry and Countertop	$ 95,000.00				$0.00		$95,000.00	$0.00
16	Floor covering	$ 63,400.00				$0.00		$63,400.00	$0.00
17	Interior Finishing	$ 155,000.00				$0.00		$155,000.00	$0.00
18	Site improvements/ ADA ramp / Paving	$ 215,000.00				$0.00		$215,000.00	$0.00
19	Roofing and gutters	$ 89,000.00				$0.00		$89,000.00	$0.00
20	General Conditions	$ 135,750.00							
		$ 1,896,750.00	$0.00	$100,000.00	$0.00	$100,000.00		$1,661,000.00	$0.00

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702/Cma (Instructions on reverse side)

CONSTRUCTION MANAGER-ADVISOR EDITION

CONTRACTOR:	Western Maryland Construction Solutions, L.L.C. 26 Maple St. Frostburg, MD 21532	PROJECT: Hill Street School Renovation	APPLICATION NUMBER: PERIOD TO: PROJECT NOS.:	3 05/28/25 3168	Distribution to: [X] OWNER [ ] CONSTRUCTION MANAGER
Owner:	Evergreen Associates, L.L.C. 26 Maple St. Frostburg Md 21532		CONTRACT DATE:		[ ] ARCHITECT [ ] CONTRACTOR
CONTRACT FOR:	Hill Street School Renovation	VIA CONSTRUCTION MANAGER: VIA ARCHITECT:	Brandon Reece N/A		

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in accordance with the Contract.

Continuation Sheet, AIA Document G703, is attached.

1.	**ORIGINAL CONTRACT SUM**		$ 1,896,750.00
2.	**Net Change By Change Orders**.....		$0.00
3.	**CONTRACT SUM TO DATE**	(Line 1 +2).....	$1,896,750.00
4.	**TOTAL COMPLETED & STORED TO DATE**..... (Column G on G703)		$463,000.00
5.	**RETAINAGE:**		
	a. 0% % of Completed Work (Columns D & E on G703)		
	b. 0% % of Stored Material (Column F on G703)	$0.00	
	Total Retainage (Line 5a + 5b or Total in Column 1 of G703)		$0.00
6.	**TOTAL EARNED LESS RETAINAGE**..... (Line 4 less Line 5 Total)		$463,000.00
7.	**LESS PREVIOUS CERTIFICATES FOR PAYMENT** (Line 6 from prior Certificate)		$323,000.00
8.	**CURRENT PAYMENT DUE**		**$140,000.00**
9.	**BALANCE TO FINISH, INCLUDING RETAINAGE** (Line 3 less Line 6)		**$1,433,750.00**

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$0.00	$0.00
Total Approved this Month		$0.00
TOTALS	$0.00	$0.00
NET CHANGES by Change Order		$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

BY: _____ DATE: 11-6-2025

Taylor N. Winkler
Comm. Exp. 04/17/2028
NOTARY PUBLIC
Allegany County, MD

State of: Maryland County of: Allegany

Subscribed and sworn before me this 6th day of November 20 25

Notary Public: Taylor Winkler

My Commission Expires: 04/17/28

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager certifies that to the best of his knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... **$140,000.00**

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.).

CONSTRUCTION MGR:

By: _____ Date: _____

ARCHITECT:

By: _____ Date: _____

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.
Use column 1 on Contracts where variable retainage for line items may apply.

Hill Street School Renovation
Replacement
PROJECT NUMB. *3168*

APPLICATION NO: **3**
APPLICATION DATE: **05/28/25**
PERIOD TO: **05/28/25**
ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATION (D+E)	E WORK COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	H BALANCE TO FINISH (C-G)	I RETAINAGE
1	Planning/Architectural	$ 80,000.00	$75,000.00			$75,000.00	94%	$5,000.00	$0.00
2	Demo	$ 35,000.00	$35,000.00			$35,000.00	100%	$0.00	$0.00
3	Floor Systems	$ 25,000.00	$25,000.00			$25,000.00	100%	$0.00	$0.00
4	Interior Framing Systems	$ 89,000.00	$45,000.00			$45,000.00	51%	$44,000.00	$0.00
5	Roof Framing Systems	$ 10,000.00	$8,000.00			$8,000.00	80%	$2,000.00	$0.00
6	Interior steel and brick work	$ 45,000.00	$45,000.00			$45,000.00	100%	$0.00	$0.00
7	Window And Door Systems	$ 165,000.00				$0.00		$165,000.00	$0.00
8	Electrical/fire alarm Systems	$ 155,000.00		$40,000.00		$40,000.00	26%	$115,000.00	$0.00
9	Plumbing System	$ 129,800.00		$48,000.00		$48,000.00	37%	$81,800.00	$0.00
10	Hvac Systems	$ 76,800.00				$0.00		$76,800.00	$0.00
11	Sprinkler Systems	$ 135,000.00		$45,000.00		$45,000.00	33%	$90,000.00	$0.00
12	Exterior Finish	$ 52,000.00				$0.00		$52,000.00	$0.00
13	Insulation and Drywall	$ 111,000.00				$0.00		$111,000.00	$0.00
14	Exterior Veneer	$ 35,000.00				$0.00		$35,000.00	$0.00
15	Cabinetry and Countertop	$ 95,000.00				$0.00		$95,000.00	$0.00
16	Floor covering	$ 63,400.00				$0.00		$63,400.00	$0.00
17	Interior Finishing	$ 155,000.00				$0.00		$155,000.00	$0.00
18	Site improvements/ ADA ramp / Paving	$ 215,000.00				$0.00		$215,000.00	$0.00
19	Roofing and gutters	$ 89,000.00	$75,000.00			$75,000.00	84%	$14,000.00	$0.00
20	General Conditions	$ 135,750.00	$15,000.00	$7,000.00		$22,000.00	16%	$113,750.00	$0.00
		$ 1,896,750.00	$323,000.00	$140,000.00	$0.00	$463,000.00		$1,433,750.00	$0.00

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702/Cma (Instructions on reverse side)

CONSTRUCTION MANAGER-ADVISOR EDITION

CONTRACTOR:	Western Maryland Construction Solutions, L.L.C. 26 Maple St. Frostburg, MD 21532	PROJECT: Hill Street School Renovation	APPLICATION NUMBER: PERIOD TO: PROJECT NOS.:	6 02/18/26 3168	Distribution to: [X] OWNER [ ] CONSTRUCTION MANAGER
Owner:	Evergreen Associates, L.L.C. 26 Maple St. Frostburg Md 21532		CONTRACT DATE:		[ ] ARCHITECT [ ] CONTRACTOR
CONTRACT FOR:	Hill Street School Renovation	VIA CONSTRUCTION MANAGER: VIA ARCHITECT:	Brandon Reece N/A		

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in accordance with the Contract.

Continuation Sheet, AIA Document G703, is attached.

1.	**ORIGINAL CONTRACT SUM**		$ 1,896,750.00
2.	**Net Change By Change Orders**.....		$0.00
3.	**CONTRACT SUM TO DATE**	(Line 1 +2).....	$1,896,750.00
4.	**TOTAL COMPLETED & STORED TO DATE**..... (Column G on G703)		$1,027,000.00
5.	**RETAINAGE:**		
	a. 0% % of Completed Work (Columns D & E on G703)		
	b. 0% % of Stored Material (Column F on G703)	$0.00	
	Total Retainage (Line 5a + 5b or Total in Column 1 of G703)		$0.00
6.	**TOTAL EARNED LESS RETAINAGE**..... (Line 4 less Line 5 Total)		$1,027,000.00
7.	**LESS PREVIOUS CERTIFICATES FOR PAYMENT** (Line 6 from prior Certificate)		$909,000.00
8.	**CURRENT PAYMENT DUE**		**$118,000.00**
9.	**BALANCE TO FINISH, INCLUDING RETAINAGE** (Line 3 less Line 6)		**$869,750.00**

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$0.00	$0.00
Total Approved this Month		$0.00
TOTALS	$0.00	$0.00
NET CHANGES by Change Order		$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

BY: _____ DATE NOV 06 2026

Taylor N. Winkler Comm. Exp. 07/17/2028 NOTARY PUBLIC Allegany County, MD

State of: Maryland County of: Allegany

Subscribed and sworn before me this 6th day of November 2026

Notary Public: Taylor Winkler

My Commission Expires: 07/17/28

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager certifies that to the best of his knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... **$118,000.00**

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.).

CONSTRUCTION MGR:

By: _____ Date: _____

ARCHITECT:

By: _____ Date: _____

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.
Use column 1 on Contracts where variable retainage for line items may apply.

Hill Street School Renovation
Replacement
PROJECT NUMB. *3168*

APPLICATION NO: **6**
APPLICATION DATE: **02/18/26**
PERIOD TO: **02/18/26**
ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATION (D+E)	E WORK COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	G % (G/C)	H BALANCE TO FINISH (C-G)	I RETAINAGE
1	Planning/Architectural	$ 80,000.00	$75,000.00			$75,000.00	94%	$5,000.00	$0.00
2	Demo	$ 35,000.00	$35,000.00			$35,000.00	100%	$0.00	$0.00
3	Floor Systems	$ 25,000.00	$25,000.00			$25,000.00	100%	$0.00	$0.00
4	Interior Framing Systems	$ 89,000.00	$89,000.00			$89,000.00	100%	$0.00	$0.00
5	Roof Framing Systems	$ 10,000.00	$10,000.00			$10,000.00	100%	$0.00	$0.00
6	Interior steel and brick work	$ 45,000.00	$45,000.00			$45,000.00	100%	$0.00	$0.00
7	Window And Door Systems	$ 165,000.00	$110,000.00	$32,000.00		$142,000.00	86%	$23,000.00	$0.00
8	Electrical/fire alarm Systems	$ 155,000.00	$90,000.00	$25,000.00		$115,000.00	74%	$40,000.00	$0.00
9	Plumbing System	$ 129,800.00	$77,000.00	$28,000.00		$105,000.00	81%	$24,800.00	$0.00
10	Hvac Systems	$ 76,800.00	$48,000.00			$48,000.00	63%	$28,800.00	$0.00
11	Sprinkler Systems	$ 135,000.00	$45,000.00			$45,000.00	33%	$90,000.00	$0.00
12	Exterior Finish	$ 52,000.00	$20,000.00			$20,000.00	38%	$32,000.00	$0.00
13	Insulation and Drywall	$ 111,000.00	$90,000.00			$90,000.00	81%	$21,000.00	$0.00
14	Exterior Veneer	$ 35,000.00	$25,000.00			$25,000.00	71%	$10,000.00	$0.00
15	Cabinetry and Countertop	$ 95,000.00				$0.00		$95,000.00	$0.00
16	Floor covering	$ 63,400.00				$0.00		$63,400.00	$0.00
17	Interior Finishing	$ 155,000.00	$35,000.00			$35,000.00	23%	$120,000.00	$0.00
18	Site improvements/ ADA ramp / Paving	$ 215,000.00		$25,000.00		$25,000.00	12%	$190,000.00	$0.00
19	Roofing and gutters	$ 89,000.00	$75,000.00			$75,000.00	84%	$14,000.00	$0.00
20	General Conditions	$ 135,750.00	$15,000.00	$8,000.00		$23,000.00	17%	$112,750.00	$0.00
		$ 1,896,750.00	$909,000.00	$118,000.00	$0.00	$1,027,000.00		$869,750.00	$0.00

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702/Cma (Instructions on reverse side)

CONSTRUCTION MANAGER-ADVISOR EDITION

CONTRACTOR:	Western Maryland Construction Solutions, L.L.C. 26 Maple St. Frostburg, MD 21532	PROJECT: Hill Street School Renovation	APPLICATION NUMBER: PERIOD TO: PROJECT NOS.:	8 04/25/26 3168	Distribution to: [X] OWNER [ ] CONSTRUCTION MANAGER
Owner:	Evergreen Associates, L.L.C. 26 Maple St. Frostburg Md 21532		CONTRACT DATE:		[ ] ARCHITECT [ ] CONTRACTOR
CONTRACT FOR:	Hill Street School Renovation	VIA CONSTRUCTION MANAGER: VIA ARCHITECT:	Brandon Reece N/A		

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in accordance with the Contract.

Continuation Sheet, AIA Document G703, is attached.

1.	**ORIGINAL CONTRACT SUM**		$ 1,896,750.00
2.	**Net Change By Change Orders**.....		$0.00
3.	**CONTRACT SUM TO DATE**	(Line 1 +2).....	$1,896,750.00
4.	**TOTAL COMPLETED & STORED TO DATE**..... (Column G on G703)		$1,372,000.00
5.	**RETAINAGE:**		
	a. 0% % of Completed Work (Columns D & E on G703)		
	b. 0% % of Stored Material (Column F on G703)	$0.00	
	Total Retainage (Line 5a + 5b or Total in Column 1 of G703)		$0.00
6.	**TOTAL EARNED LESS RETAINAGE**..... (Line 4 less Line 5 Total)		$1,372,000.00
7.	**LESS PREVIOUS CERTIFICATES FOR PAYMENT** (Line 6 from prior Certificate)		$1,234,000.00
8.	**CURRENT PAYMENT DUE**		**$138,000.00**
9.	**BALANCE TO FINISH, INCLUDING RETAINAGE** (Line 3 less Line 6)		**$524,750.00**

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$0.00	$0.00
Total Approved this Month		$0.00
TOTALS	$0.00	$0.00
NET CHANGES by Change Order		$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

BY: _____ DATE NOV 11 6 2026

Taylor N. Winkler
Comm. Exp. 07/17/2028
NOTARY PUBLIC
Allegany County, MD

State of: Maryland County of: Allegany

Subscribed and sworn before me this 6th day of November 20 26

Notary Public: Taylor Winkler

My Commission Expires: 07/17/28

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager certifies that to the best of his knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... **$138,000.00**

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.).

CONSTRUCTION MGR:

By:_____ Date:_____

ARCHITECT:

By:_____ Date: _____

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.
Use column 1 on Contracts where variable retainage for line items may apply.

Hill Street School Renovation
Replacement
PROJECT NUMB. *3168*

APPLICATION NO: **8**
APPLICATION DATE: **04/25/26**
PERIOD TO: **04/25/26**
ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATION (D+E)	E WORK COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	H BALANCE TO FINISH (C-G)	I RETAINAGE
1	Planning/Architectural	$ 80,000.00	$75,000.00			$75,000.00	94%	$5,000.00	$0.00
2	Demo	$ 35,000.00	$35,000.00			$35,000.00	100%	$0.00	$0.00
3	Floor Systems	$ 25,000.00	$25,000.00			$25,000.00	100%	$0.00	$0.00
4	Interior Framing Systems	$ 89,000.00	$89,000.00			$89,000.00	100%	$0.00	$0.00
5	Roof Framing Systems	$ 10,000.00	$10,000.00			$10,000.00	100%	$0.00	$0.00
6	Interior steel and brick work	$ 45,000.00	$45,000.00			$45,000.00	100%	$0.00	$0.00
7	Window And Door Systems	$ 165,000.00	$142,000.00	$23,000.00		$165,000.00	100%	$0.00	$0.00
8	Electrical/fire alarm Systems	$ 155,000.00	$115,000.00	$20,000.00		$135,000.00	87%	$20,000.00	$0.00
9	Plumbing System	$ 129,800.00	$105,000.00			$105,000.00	81%	$24,800.00	$0.00
10	Hvac Systems	$ 76,800.00	$48,000.00			$48,000.00	63%	$28,800.00	$0.00
11	Sprinkler Systems	$ 135,000.00	$45,000.00	$80,000.00		$125,000.00	93%	$10,000.00	$0.00
12	Exterior Finish	$ 52,000.00	$42,000.00			$42,000.00	81%	$10,000.00	$0.00
13	Insulation and Drywall	$ 111,000.00	$90,000.00			$90,000.00	81%	$21,000.00	$0.00
14	Exterior Veneer	$ 35,000.00	$25,000.00			$25,000.00	71%	$10,000.00	$0.00
15	Cabinetry and Countertop	$ 95,000.00	$50,000.00			$50,000.00	53%	$45,000.00	$0.00
16	Floor covering	$ 63,400.00	$45,000.00	$8,000.00		$53,000.00	84%	$10,400.00	$0.00
17	Interior Finishing	$ 155,000.00	$80,000.00	$7,000.00		$87,000.00	56%	$68,000.00	$0.00
18	Site improvements/ ADA ramp / Paving	$ 215,000.00	$40,000.00			$40,000.00	19%	$175,000.00	$0.00
19	Roofing and gutters	$ 89,000.00	$75,000.00			$75,000.00	84%	$14,000.00	$0.00
20	General Conditions	$ 135,750.00	$53,000.00			$53,000.00	39%	$82,750.00	$0.00
		$ 1,896,750.00	$1,234,000.00	$138,000.00	$0.00	$1,372,000.00		$524,750.00	$0.00

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702/Cma (Instructions on reverse side)

CONSTRUCTION MANAGER-ADVISOR EDITION

CONTRACTOR:	Western Maryland Construction Solutions, L.L.C. 26 Maple St. Frostburg, MD 21532	PROJECT: Hill Street School Renovation	APPLICATION NUMBER: PERIOD TO: PROJECT NOS.:	10 06/20/26 3168	Distribution to: [X] OWNER [ ] CONSTRUCTION MANAGER
Owner:	Evergreen Associates, L.L.C. 26 Maple St. Frostburg Md 21532		CONTRACT DATE:		[ ] ARCHITECT [ ] CONTRACTOR
CONTRACT FOR:	Hill Street School Renovation	VIA CONSTRUCTION MANAGER: VIA ARCHITECT:	Brandon Reece N/A		

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in accordance with the Contract.

Continuation Sheet, AIA Document G703, is attached.

1.	**ORIGINAL CONTRACT SUM**		$ 1,896,750.00
2.	**Net Change By Change Orders**.....		$0.00
3.	**CONTRACT SUM TO DATE**	(Line 1 +2).....	$1,896,750.00
4.	**TOTAL COMPLETED & STORED TO DATE**..... (Column G on G703)		$1,650,400.00
5.	**RETAINAGE:**		
	a. 0% % of Completed Work (Columns D & E on G703)		
	b. 0% % of Stored Material (Column F on G703)	$0.00	
	Total Retainage (Line 5a + 5b or Total in Column 1 of G703)		$0.00
6.	**TOTAL EARNED LESS RETAINAGE**..... (Line 4 less Line 5 Total)		$1,650,400.00
7.	**LESS PREVIOUS CERTIFICATES FOR PAYMENT** (Line 6 from prior Certificate)		$1,530,400.00
8.	**CURRENT PAYMENT DUE**		**$120,000.00**
9.	**BALANCE TO FINISH, INCLUDING RETAINAGE** (Line 3 less Line 6)		**$246,350.00**

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$0.00	$0.00
Total Approved this Month		$0.00
TOTALS	$0.00	$0.00
NET CHANGES by Change Order		$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

BY: _____ DATE NOV 06 2026

State of: Maryland County of: Allegany

Subscribed and sworn before me this 6th day of November 2026

Notary Public: Taylor Winkler

My Commission Expires: 07/17/28

Taylor N. Winkler Comm. Exp. 07/17/2028 NOTARY PUBLIC Allegany County, MD

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager certifies that to the best of his knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... **$120,000.00**

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.).

CONSTRUCTION MGR:

By: _____ Date: _____

ARCHITECT:

By: _____ Date: _____

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.
Use column 1 on Contracts where variable retainage for line items may apply.

Hill Street School Renovation
Replacement
PROJECT NUMB. *3168*

APPLICATION NO: **10**
APPLICATION DATE: **06/20/26**
PERIOD TO: **06/20/26**
ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATION (D+E)	E WORK COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	H BALANCE TO FINISH (C-G)	I RETAINAGE
1	Planning/Architectural	$ 80,000.00	$75,000.00	$5,000.00		$80,000.00	100%	$0.00	$0.00
2	Demo	$ 35,000.00	$35,000.00			$35,000.00	100%	$0.00	$0.00
3	Floor Systems	$ 25,000.00	$25,000.00			$25,000.00	100%	$0.00	$0.00
4	Interior Framing Systems	$ 89,000.00	$89,000.00			$89,000.00	100%	$0.00	$0.00
5	Roof Framing Systems	$ 10,000.00	$10,000.00			$10,000.00	100%	$0.00	$0.00
6	Interior steel and brick work	$ 45,000.00	$45,000.00			$45,000.00	100%	$0.00	$0.00
7	Window And Door Systems	$ 165,000.00	$165,000.00			$165,000.00	100%	$0.00	$0.00
8	Electrical/fire alarm Systems	$ 155,000.00	$135,000.00	$20,000.00		$155,000.00	100%	$0.00	$0.00
9	Plumbing System	$ 129,800.00	$105,000.00	$24,800.00		$129,800.00	100%	$0.00	$0.00
10	Hvac Systems	$ 76,800.00	$74,000.00			$74,000.00	96%	$2,800.00	$0.00
11	Sprinkler Systems	$ 135,000.00	$125,000.00	$10,000.00		$135,000.00	100%	$0.00	$0.00
12	Exterior Finish	$ 52,000.00	$42,000.00			$42,000.00	81%	$10,000.00	$0.00
13	Insulation and Drywall	$ 111,000.00	$111,000.00			$111,000.00	100%	$0.00	$0.00
14	Exterior Veneer	$ 35,000.00	$35,000.00			$35,000.00	100%	$0.00	$0.00
15	Cabinetry and Countertop	$ 95,000.00	$82,000.00			$82,000.00	86%	$13,000.00	$0.00
16	Floor covering	$ 63,400.00	$63,400.00			$63,400.00	100%	$0.00	$0.00
17	Interior Finishing	$ 155,000.00	$132,000.00			$132,000.00	85%	$23,000.00	$0.00
18	Site improvements/ ADA ramp / Paving	$ 215,000.00	$40,000.00	$48,000.00		$88,000.00	41%	$127,000.00	$0.00
19	Roofing and gutters	$ 89,000.00	$89,000.00			$89,000.00	100%	$0.00	$0.00
20	General Conditions	$ 135,750.00	$53,000.00	$12,200.00		$65,200.00	48%	$70,550.00	$0.00
		$ 1,896,750.00	$1,530,400.00	$120,000.00	$0.00	$1,650,400.00		$246,350.00	$0.00

RESOLUTION 2026-50

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, AUTHORIZING INDIVIDUALS TO EXECUTE DOCUMENTS TO PARTICIPATE IN CERTAIN OPIOID SETTLEMENTS.

WHEREAS, the Mayor and City Council have agreed to follow the recommendations of its attorneys in regard to opioid settlement agreements; and**,**

WHEREAS, the City of Frostburg has the opportunity to participate in settlement agreements that would benefit the residents of the city.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland hereby approve the proposed settlement with Albertsons Companies, Inc. including its subsidiaries.

BE IT FURTHER RESOLVED, that the Mayor and City Council of Frostburg, Maryland hereby authorize the City's local counsel in the opioids litigation, D. Bruce Poole, the Mayor, and the City Administrator to execute such documents as are necessary to participate in the proposed settlements and any changes to their terms that are expected to be approved by the majority of Maryland and other states' plaintiffs.

ADOPTED this 17th day of November, 2026.

Frostburg Mayor and Council

BY_____
Todd J. Logsdon, Mayor

Attest:

_____
Patrick O'Brien, City Administrator