CITY COUNCIL

BRENCIS D. SMITH
At-Large

JAMES KOLE
First Ward

ADRIAN G. SIMMONS
First Ward

KYLA M. CLARK
Second Ward

JEFFREY W. MILLS
Second Ward

Council meets second and fourth
Mondays of each month.

MAYOR AND CITY COUNCIL OF LAUREL

8103 Sandy Spring Road

Laurel, Maryland 20707-2502

KEITH R. SYDNOR
Mayor

CHRISTIAN L. PULLEY, CPM
City Administrator

NEKESA MATLOCK
Deputy City Administrator

STEPHANIE P. ANDERSON
City Solicitor

SARA A. GREEN, CPM, MMC
City Clerk

(301) 725-5300

www.cityoflaurel.org

TWENTIETH MEETING
MAYOR AND CITY COUNCIL OF LAUREL
MONDAY, SEPTEMBER 28, 2026
6:00 PM
IN-PERSON MEETING
MINUTES

The meeting convened in the Council Chamber of the Joseph R. Robison Laurel Municipal Center at approximately 6:00 pm with Council President Brencis D. Smith presiding via Zoom. The roll was called with Councilwoman Kyla M. Clark, Councilman James Kole, Councilman Jeffrey W. Mills, Councilman Adrian G. Simmons and Mayor Keith R. Sydnor present. There were approximately (12) members of the public in attendance.

The following staff members were also present: Christian L. Pulley, CPM, City Administrator, Nekesa Matlock, Deputy City Administrator, Sara A. Green, CPM, MMC, City Clerk, Bill Bailey, Director, Department of Parks and Recreation, Chief Russell E. Hamill, Crystal Hypolite, Chief of Staff, Marchelle LeBlanc, Director, Department of Human Services, Jay Measheу, Director, Department of Economic and Community Development, Tim Miller, Director, Department of Public Works, S. Michele Saylor, Director, Department of Budget and Personnel Services, Danny Selby, Director, Department of the Fire Marshal and Permit Services, James Cornwell-Shiel, Director, Department of Information Technology, Lauren Thompson, Director, Department of Emergency Management, Natalie Williams, Director, Department of Communications, and Stephanie P. Anderson, City Solicitor.

Mayor Sydnor led the group in the Pledge of Allegiance to the Flag of the United States of America.

Agenda Item No. 4 was Approval of the following minutes:

- September 2, 2026- Work Session
- September 14, 2026- Special Work Session
- September 14, 2026- Regular Meeting

Councilman Simmons made a motion to approve the minutes as presented. Councilwoman Clark seconded the motion that was carried on a roll call vote of all Councilmembers present.

Agenda Item No. 5 was the Report of the Mayor and City Council. The Mayor and City Council provided their reports regarding events and happenings since the last meeting and made announcements regarding upcoming meetings and events.

Mayor Sydnor and the Laurel City Council presented Mr. John R. Kish with a gift in recognition and thanks for his 40+ years of devoted volunteer service to the City of Laurel including on the Board of Election Supervisors, Planning Commission and various other Committees.

Next, Mayor Sydnor and the Laurel City Council presented Ms. Stephanie Hammond, FISH of Laurel with a $40,000 check from funds received through a grant the City applied for from the African American Mayor's Association. The funds would be used for hot meal services at the Craig A. Moe Laurel Multiservice Center.

Agenda Item No. 6 was Mayoral Appointments and Reappointments. Mayor Sydnor requested the Council confirm the following reappointment:

APPOINTMENTS

Dr. Varleisha Lyons	Education Advisory Committee	9/28/26 – 9/28/28
Lateef Gbadegesin	Youth Services Commission	9/28/26 – 9/28/29

REAPPOINTMENTS

Lisa Wolfisch	Bicycle and Pedestrian CAC	9/28/26 – 9/28/29
Maria Clifford	Board of Appeals	9/28/26 – 9/28/29
Sandy Antunes	Arts Council	9/28/26 – 9/28/28

Councilman Kole made a motion to approve the appointments as presented. Councilman Mills seconded the motion that was carried on a roll call vote of all Councilmembers present.

Agenda Item No. 7 was the General Public Hearing. President Smith opened the public hearing at 6:28 pm. Mr. Wilbur Nicholson, Representing the Laurel Boys and Girls Club requested that the Mayor and City Council assist the club in paying an invoice for a hazardous materials survey at 701 Montgomery Street. Mr. Nicholson provided copies of the documents to the City Clerk. There was no one else who signed up to speak. President Smith closed the public hearing at 6:32 pm.

Agenda Item No. 8 was the Second Public Hearing with Possible Action on Ordinance No. 2057 (Text Amendment No. 270)- An Ordinance of the Mayor and City Council of Laurel, Maryland to Amend the Unified Land Development Code, Chapter 20, "Land Development and Subdivision Regulations;" Section 20-1.7, "Definitions;" Section 20-6.13, "Table of Residential Uses;" Section 20-6.23, "Accessory Structures; Bulk Regulations;" Section 20-6.14, "Accessory Uses;" Section 20-6.15, "Area, Yard, and Height Regulations;" Section 20-6.16, "Schedule of Area, Yard, and Height Regulations for Residential Uses;" Section 20-6.23, "Accessory Structures; Bulk Regulations;" Section 20-6.26 "Building Permitted on Lot;" Section 20-6.29, "Dwelling Unit Area Requirements;" Section 20-10.2, "Permitted Buildings and Uses;" Section 20-16.2, "Scope of Regulations;" Section 20-19.2, "Trailers Parked in Residential Zone;" Section 20-23.1, "Continuation and Discontinuation of Use;" Section 20-26.4, "Definitions;" Section 20-26.5, "Review of Applications;" and Section 20-50.3, "Connection to Public Sewers Required" to Permit and Regulate Accessory Dwelling Units. President Smith read the title into the record for the second reading. Jay Meashey, Director, Department of Economic and Community Development, presented the

proposed ordinance. President Smith opened the public hearing on the item at approximately 6:41 pm. There was no one who signed up to speak. President Smith closed the public hearing at 6:41 pm. Councilwoman Clark made a motion to approve the ordinance as presented. Councilman Kole seconded the motion. Councilman Mills voted "No", Councilman Simmons voted "Yes", President Smith voted "Yes". Mayor Sydnor concurred with the vote.

Agenda Item No. 9 was the Second Public Hearing with Possible Action on Ordinance No. 2058 (Text Amendment No. 271)- An Ordinance of the Mayor and City Council of Laurel, Maryland to Amend the Unified Land Development Code, Chapter 20, "Land Development and Subdivision Regulations;" Section 20-41.5, "Forest Stand Delineation;" Section 20-41.6, "Forest Conservation Plan;" Section 20-41.7, "Afforestation and Retention;" Section 20-41.8, "Reforestation;" Section 20-41.9, "Priorities and Time Requirements For Afforestation and Reforestation;" Section 20-41.12, "Payment Instead of Afforestation and Reforestation;" Section 20-41.16, "Waivers;" and Section 20-41.18, "Annual Report." President Smith read the title into the record for the second reading. Jay Meashey, Director, Department of Economic and Community Development, presented the proposed ordinance. President Smith opened the public hearing on the item at 6:54 pm. There was no one who signed up to speak. President Smith closed the public hearing at 6:54 pm. Councilman Kole made a motion to approve the ordinance as presented. Councilwoman Clark seconded the motion that was carried on a roll call vote of all Councilmembers present. Mayor Sydnor concurred with the vote.

Agenda Item No. 10 was the Second Public Hearing with Possible Action on Ordinance No. 2059 (Text Amendment No. 272)- An Ordinance of the Mayor and City Council of Laurel, Maryland to Amend the Unified Land Development Code, Chapter 20, "Land Development and Subdivision Regulations;" Section 20-2.2, "Plans, Plats, and Information to Accompany Applications for Permits;" Section 20-29.3, "Definitions;" Section 20-29.7, "Review Procedure; Adequate Public Facilities;" Section 20-29.10, "Mandatory Dedication or Fee-In-Lieu of Open Space;" Section 20-29.12, "Governing Approvals;" Section 20-30.1, "Pre-Application;" Section 20-30.2, "Conditional Approval of Preliminary Plan;" Section 20-30.3, "Approval of Final Plat;" Section 20-30.4, "Fees;" and Sec. 20-41.2, "Definitions" in Order to Implement the Maryland Housing Certainty Act. President Smith read the title into the record for the second reading. Jay Meashey, Director, Department of Economic and Community Development, presented the proposed ordinance. President Smith opened the public hearing at 6:59 pm. There was no one who signed up to speak. President Smith closed the public hearing at 6:59 pm. Councilman Kole made a motion to approve the ordinance as presented. Councilman Simmons seconded the motion. Councilman Mills voted "No". Councilwoman Clark voted "Yes-because it was required by the State." President Smith voted "Yes". Mayor Sydnor concurred with the vote.

The next agenda item was the Second Public Hearing with Possible Action on Ordinance No. 2060- An Ordinance Amending the General Operating Budget and Capital Improvement Program of the Mayor and City Council of Laurel, Maryland, for the Fiscal Year July 1, 2026 through June 30, 2027 and to Provide an Effective Date. President Smith read the title into the record for the second reading. S. Michele Saylor, Director, Department of Budget and Personnel Services, presented the proposed ordinance. President Smith opened the public hearing at 7:01 pm. There was no one who signed up to speak. President Smith closed the public hearing at 7:01 pm. Councilman Kole made a motion to approve the ordinance as presented. Councilman Mills seconded the motion that was carried on a roll call vote of all Councilmember present. Mayor Sydnor concurred with the vote.

Agenda Item No. 12 was the Second Public Hearing with Possible Action on Ordinance No. 2061- An Ordinance Amending the General Operating Budget and Capital Improvement Program of the Mayor and City Council of Laurel, Maryland, for the Fiscal Year July 1, 2025 through June 30, 2026 and to Provide an Effective Date. President Smith read the title into the record for the second reading.

S. Michele Saylor, Director, Department of Budget and Personnel Services, presented the proposed ordinance. President Smith opened the public hearing at 7:05 pm. There was no one who signed up to speak. President Smith closed the public hearing at 7:05 pm. Councilwoman Clark made a motion to approve the ordinance as presented. Councilman Simmons seconded the motion that was carried on a roll call vote of all Councilmembers present. Mayor Sydnor concurred with the vote.

There being no further business, the meeting was adjourned at approximately 7:06 pm.

Approved:

Date: October 14, 2024

Sara A. Green, CPM, MMC
City Clerk

Mayor and City Council Voting Record

September 28, 2026

6:00 pm

In-Person Meeting

Call to Order: 6:00PM **Meeting Ended:** 7:06 pm **Members of the Public:** 12

Staff Attendance:

✓ Christian L Pulley ✓ Nekesa Matlock ✓ Bill Bailey ✓ James Cornwell-Shiel ✓ Chief Russell Hamill

✓ Crystal Hypolite ✓ Marchelle LeBlanc ✓ Jay Measheу ✓ Tim Miller ✓ S. Michele Saylor

✓ Danny Selby ✓ Lauren Thompson ✓ Natalie Williams ✓ Stephanie Anderson Absent Mark Plazinski

Roll Call

✓ Councilwoman Clark ✓ Councilman Kole ✓ Councilman Mills

✓ Councilman Simmons ✓ President Smith ✓ Mayor Sydnor

Agenda Item No. 2- Pledge of Allegiance to the Flag of the United States of America- led by Mayor Keith R. Sydnor

Agenda Item No. 3- Roll Call- Sara A. Green, CPM, MMC, City Clerk

Agenda Item No. 4.- Approval of Minutes

- September 2, 2026- Work Session
- September 14, 2026- Special Work Session
- September 14, 2026- Regular Meeting

2nd Councilwoman Clark yes Councilman Kole yes Councilman Mills

1st Councilman Simmons yes President Smith

Agenda Item No. 5- Report of the Mayor and City Council

Agenda Item No. 6- Mayoral Appointments and Reappointments

APPOINTMENTS

Dr. Varleisha Lyons	Education Advisory Committee	9/28/26 – 9/28/28
Lateef Gbadegesin	Youth Services Commission	9/28/26 – 9/28/29

REAPPOINTMENTS

Lisa Wolfisch	Bicycle and Pedestrian CAC	9/28/26 – 9/28/29
Maria Clifford	Board of Appeals	9/28/26 – 9/28/29
Sandy Antunes	Arts Council	9/28/26 – 9/28/28

yes Councilwoman Clark 1st Councilman Kole 2nd Councilman Mills

yes Councilman Simmons yes President Smith

Agenda Item No. 7- General Public Hearing

Public Hearing Open: 6:32pm Closed: 6:36pm

Speakers: Wilbur Nicholson- 701 montgomery street Rep- laurel Boys + Girls Club
Requesting city pay invoices for environmental assessment required by
State to obtain grant funding.

Agenda Item No. 8- Second Public Hearing with Possible Action on Ordinance No. 2057 (Text Amendment No. 270)- An Ordinance of the Mayor and City Council of Laurel, Maryland to Amend the Unified Land Development Code, Chapter 20, "Land Development and Subdivision Regulations;" Section 20-1.7, "Definitions;" Section 20-6.13, "Table of Residential Uses;" Section 20-6.14, "Accessory Uses;" Section 20-6.15, "Area, Yard, and Height Regulations;" Section 20-6.16, "Schedule of Area, Yard, and Height Regulations for Residential Uses;" Section 20-6.23, "Accessory Structures; Bulk Regulations;" Section 20-6.26 "Building Permitted on Lot;" Section 20-6.29, "Dwelling Unit Area Requirements;" Section 20-10.2, "Permitted Buildings and Uses;" Section 20-16.2, "Scope of Regulations;" Section 20-19.2, "Trailers Parked in Residential Zone;" Section 20-23.1, "Continuation and Discontinuation of Use;" Section 20-26.4, "Definitions;" Section 20-26.5, "Review of Applications;" and Section 20-50.3, "Connection to Public Sewers Required" to Permit and Regulate Accessory Dwelling Units.

Public Hearing Open: 6:41pm Closed: 6:41pm

Speakers: None.

NO Councilman Mills 2nd Councilman Kole 1st Councilwoman Clark

YES Councilman Simmons YES President Smith Concur Mayor Sydnor

Agenda Item No. 9- Second Public Hearing with Possible Action on Ordinance No. 2058 (Text Amendment No. 271)- An Ordinance of the Mayor and City Council of Laurel, Maryland to Amend the Unified Land Development Code, Chapter 20, "Land Development and Subdivision Regulations;" Section 20-41.5, "Forest Stand Delineation;" Section 20-41.6, "Forest Conservation Plan;" Section 20-41.7, "Afforestation and Retention;" Section 20-41.8, "Reforestation;" Section 20-41.9, "Priorities and Time Requirements For Afforestation and Reforestation;" Section 20-41.12, "Payment Instead of Afforestation and Reforestation;" Section 20-41.16, "Waivers;" and Section 20-41.18, "Annual Report."

Public Hearing Open: 6:54pm Closed: 6:54pm

Speakers: None.

YES Councilman Mills 1st Councilman Kole 2nd Councilwoman Clark

YES Councilman Simmons YES President Smith Concur Mayor Sydnor

Agenda Item No. 10- Second Public Hearing with Possible Action on Ordinance No. 2059 (Text Amendment No. 272)- An Ordinance of the Mayor and City Council of Laurel, Maryland to Amend the Unified Land Development Code, Chapter 20, "Land Development and Subdivision

Regulations;" Section 20-2.2, "Plans, Plats, and Information to Accompany Applications for Permits;" Section 20-29.3, "Definitions;" Section 20-29.7, "Review Procedure; Adequate Public Facilities;" Section 20-29.10, "Mandatory Dedication or Fee-In-Lieu of Open Space;" Section 20-29.12, "Governing Approvals;" Section 20-30.1, "Pre-Application;" Section 20-30.2, "Conditional Approval of Preliminary Plan;" Section 20-30.3, "Approval of Final Plat;" Section 20-30.4, "Fees;" and Sec. 20-41.2, "Definitions" in Order to Implement the Maryland Housing Certainty Act.

Public Hearing Open: 6:59pm Closed: 6:59pm

Speakers:

NO Councilman Mills 1st Councilman Kole Yes Councilwoman Clark

2nd Councilman Simmons Yes President Smith Concur Mayor Sydnor

Agenda Item No. 11- Second Public Hearing with Possible Action on Ordinance No. 2060- An Ordinance Amending the General Operating Budget and Capital Improvement Program of the Mayor and City Council of Laurel, Maryland, for the Fiscal Year July 1, 2026 through June 30, 2027 and to Provide an Effective Date.

Public Hearing Open: 7:01pm Closed: 7:01pm

Speakers:

2nd Councilman Mills 1st Councilman Kole Yes Councilwoman Clark

Yes Councilman Simmons Yes President Smith Concur Mayor Sydnor

Agenda Item No. 12- Ordinance No. 2061- An Ordinance Amending the General Operating Budget and Capital Improvement Program of the Mayor and City Council of Laurel, Maryland, for the Fiscal Year July 1, 2025 through June 30, 2026 and to Provide an Effective Date.

Public Hearing Open: 7:05pm Closed: 7.05pm

Speakers: None.

yes Councilman Mills yes Councilman Kole 1st Councilwoman Clark

2nd Councilman Simmons yes President Smith yes Mayor Sydnor

PLEASE PRINT CLEARLY

MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND
8103 Sandy Spring Road, Laurel, Maryland 20707

Twentieth Meeting
Monday, September 28, 2026
6:00 pm

	Name	Address	Agenda Item
1.	Wilbert Nichols	Laurel MD	LBLC
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

Advantage Environmental Consultants, LLC
8610 Washington Blvd, Suite 217
Jessup, MD 20794

Invoice

Date	Invoice #
5/20/2026	45204

Bill To

Laurel Boys and Girls Club
Attn: Jakeina Miles
701 Montgomery Street
Laurel, MD 20707

P.O. Number	Terms	Rep	Ship	Via	Project
		MB-	5/20/2026		26-176

Quantity	Item Code	Description	Price Each	Amount
		INVOICE FOR HAZARDOUS MATERIALS SURVEY AT LAUREL BOYS AND GIRLS CLUB, 701 MONTGOMERY STREET, LAUREL, MD 20707. WORK COMPLETED IN ACCORDANCE WITH AEC PROPOSAL NUMBER 26-0288R, PROJECT NUMBER 26-176.		
12	Inspector	TASK 1 - Asbestos Inspector (hour)	75.00	900.00
2	Sr. Project Mgr.	TASK 1 - Senior Project Manager	140.00	280.00
170	Asbestos Analysis	TASK 1 - Asbestos Analysis - bulk sample fee	20.00	3,400.00
50	Asbestos Analysis	TASK 1 - Asbestos Analysis - additional samples	20.00	1,000.00
1	Trip Charge	TASK 1 - Mileage and field expendable charge per day	65.00	65.00
1	Report Preparation	TASK 1 - Report Preparation	500.00	500.00

Master Card, Visa, Amex payments are subject to 3% convenience fee.

Total	$6,145.00
Payments/Credits	$0.00
Balance Due	$6,145.00

Phone #	Fax #	E-mail
(301) 776-0500	(301) 776-1123	accounting@aec-env.com

Advantage Environmental Consultants, LLC

May 14, 2026

Mr. Roland Stanard
Board of Directors
Laurel Boys and Girls Club
701 Montgomery Street
Laurel, Maryland 20707

Re: Proposal for HUD CEST Review and Lead Survey
Laurel Boys and Girls Club
701 Montgomery Street
Laurel, Maryland 20707
AEC Proposal No. 26-0392

Dear Mr. Stanard:

Advantage Environmental Consultants, LLC (AEC) is pleased to provide a proposal for environmental services at the above referenced property which consists of a 2-story brick Boys and Girls Club building.

SCOPE OF WORK

Categorically Excluded Subject to 58.5 (CEST) Review

CEST reviews evaluate potential impacts defined in Sections 58.6 and 58.5. This review will generally require a field inspection of the project location.

- *Airport Runway Clear Zone.* Projects must not be within 2,500 feet of a civilian Airport Runway Clear Zones airport or 15,000 feet of a military airfield. Projects must be reviewed with respect to location relative to civilian and military airport runways. Construction, major rehabilitation, acquisition, or refinance of property within these areas may be restricted. AEC will review available mapping to identify nearby airfield hazards. Supporting documentation will be provided.

- *Coastal Barrier Resources.* The Coastal Barrier Resources Act of 1982 designated relatively undeveloped coastal barriers along the Atlantic and Gulf coasts as part of the John H. Chafee Coastal Barrier Resources System (CBRS) and made these areas ineligible for most new Federal expenditures and financial assistance. AEC will provide a general location map for the county, or a map issued by FEMA showing that the proposed project is not located within a designated CBRS unit.

- *National Flood Insurance*. Projects must be reviewed to confirm the site is not located within a Federal Emergency Management Agency (FEMA) designated special flood hazard area. Projects must not be located in floodways, coastal high hazard areas, or FEMA identified special flood hazard areas in which the community has been suspended from or does not participate in the National Flood Insurance Program. AEC will review available maps at msc.fema.gov to determine if a project is within a FEMA special flood hazard area and provide supporting documentation.

- *Clean Air*. The Clean Air Act is administered by the U.S. Environmental Protection Agency (EPA), which sets National Ambient Air Quality Standards (NAAQS). The location of "nonattainment" areas is documented in EPA's Green Book on Nonattainment Areas for Criteria Pollutants. States are responsible for developing State Implementation Plans (SIPs) to regulate their air quality. Projects funded by HUD must demonstrate that they conform to the appropriate SIP. AEC will review the project to determine whether emissions constitute a significant new source of air pollution.

  AEC notes that if it cannot be assumed that the project's emissions are below de minimis levels, an Air Quality Assessment may be required at additional cost. Costs can be provided on a project specific basis that will be dependent of scope.

- *Coastal Zone Management*. The Coastal Zone Management Program (CZMP) is authorized by the Coastal Zone Management Act (CZMA) of 1972 (16 U.S.C. 1451 et seq) and administered at the federal level by the Coastal Programs Division within the National Oceanic and Atmospheric Administration's Office of Ocean and Coastal Resource Management (NOAA-OCRM). As Prince George's County is within the Coastal Zone Management Area, AEC will consult with the Maryland Department of the Environment (MDE) CZMP to ensure projects are consistent with the CZMA to the maximum extent practicable with Maryland's enforceable policies.

- The site must be evaluated to identify any on-site or nearby toxic, hazardous, or radioactive substances that could affect the health and safety of project occupants or conflict with the intended use of the property. Mitigation might be required depending on the intended use of the proposed project, the direction, transmissivity, the proximity, and the use of the pathway vectors (air, water, groundwater, soil, or sediment). AEC will review federal and state environmental databases for information, and provide supporting information, pertaining to documented and/or suspected releases of regulated hazardous substances and/or petroleum products within the surrounding area. In addition, AEC will assess the site for concerns that could affect the health and safety of occupants or conflict with the intended use of the property, (i.e., asbestos containing materials, radon, and lead-based paint). If potential impacts to the site are identified, AEC will recommend additional actions to assess risk and remedial options. If environmental concerns are identified a Phase I Environmental Site Assessment (ESA), additional testing, or remedial action may be needed.

- *Endangered Species*. The environmental review must consider potential impacts of the HUD-assisted project to endangered and threatened species and critical habitats. The review must evaluate potential impacts not only to any listed but also to any proposed endangered or threatened species and critical habitats. A No Effect determination can be made if none of the activities involved in the project have potential to affect species or habitats. A No Effect determination can also be made if it is determined there are no federally listed species or designated critical habitats in the action area. AEC will obtain a list of protected species within the action area through the U.S. Fish and Wildlife Service's (FWS's) online tool, IPaC for those activities which are not exempted by HUD.

- *Explosive and Flammable Hazards*. HUD-assisted projects are required to be separated from hazardous facilities by a distance that is based on the contents and volume of aboveground storage tanks, or to implement mitigation measures. AEC will determine if the project includes development, construction, or rehabilitation that will increase residential densities, or will convert areas to residential. If increased residential density will occur, AEC will document whether there are any current or planned stationary aboveground storage containers. Sources of information on tank capacity and contents may include direct observation, the property/facility owner/operator, the local Fire Department, and the local Emergency Planning Committee.

- *Farmlands Protection*. Land that meets the definition of prime or unique farmlands or is determined to be of statewide or local significance (with concurrence by the U.S. Secretary of Agriculture) is subject to the Farmland Protection Policy Act. AEC will document that the project does not include activities that would convert one land use to another, evidence that an exemption under the Act applies, or evidence that "Important Farmland" does not occur at the project site.

- *Floodplain Management*. If any part of the site is located within the 100-year floodplain (1% chance of annual flood, known as the Special Flood Hazard Area) or within a 500-year floodplain (0.2% chance of annual flood) for critical actions, according to the best available data, the project must comply with HUD's floodplain management regulations. Best available data will be utilized to comply with Floodplain Management requirements. Relevant Flood Insurance Rate Maps (FIRMs), Base Flood Elevations (ABFEs), and Preliminary Flood Insurance Rate Maps (P-FIRMs) should be reviewed. AEC will review available maps at msc.fema.gov and provide supporting documentation.

- *Historic Preservation*. Projects must comply with Section 106 by following the procedures that the Advisory Council on Historic Preservation has outlined in 36 CFR Part 800. AEC will compile the project description, create maps, obtain documentation from the Maryland Historical Trust (MHT) regarding the Site, describe the scope of work, collect photographs if necessary, identify the past and present land uses, and obtain the Maryland SDAT printout. Information will be submitted to MHT via an online portal at mht.maryland.gov for review. If any additional information is required to properly assess the historic nature of the

structure, a Determination of Eligibility (DOE) may be necessary and can be provided at additional cost.

- *Noise Abatement and Control.* If required, AEC will utilize the Day/Night Noise Level assessment tool, as this is now the HUD preferred method for noise studies. This is a web-based application of the Noise Assessment Guidelines. AEC will obtain data from the Maryland Department of Transportation to gather data on the road traffic of the surrounding roads at various time frames and future predictions. Including, reviewing traffic counts, nighttime percentages, and vehicle class data for the sections of roadways impacting the Site. Data will be rendered and analyzed using a computer model. Day Night Average Sound Level (DNL) for the Noise Assessment Location(s) (NAL) for current and future road traffic activities, and other noises sources such as airports and railways will be calculated. If the calculated DNL is within the normally unacceptable or unacceptable ranges, further studies may be required and can be provided at additional costs if desired. AEC notes that noise assessment is only required for residential properties.

- *Sole Source Aquifers.* The Safe Drinking Water Act of 1974 requires protection of drinking water systems that are the sole or principal drinking water source for an area and which, if contaminated, would create a significant hazard to public health. Soil source aquifer (SSA) authority applies only to new construction and conversion activities. SSA information is available at the local planning agency as well as the U.S. Environmental Protection Agency (EPA) Office of Ground Water and Drinking Water. AEC will document that that the project consists solely of acquisition, leasing, or rehabilitation of existing buildings and the SSA does not apply, or a map documenting whether the project site is on a sole source aquifer.

- *Wetlands Protection.* Executive Order 11990: Protection of Wetlands requires Federal activities to avoid adverse impacts to wetlands where practicable. AEC will provide either documentation that an exception at 55.12(a)(3), 55.12(a)(4), 55.12(c)(3), 55.12(c)(7), or 55.12(c)(10) applies, the determination that the project does not involve new construction (as defined in Executive Order 11990), expansion of a building's footprint, or ground disturbance, or documentation that the project does not impact an on- or off-site wetland. If it is determined that the project will impact a wetland, the 8-Step Process may apply and can be provided at additional cost.

- *Wild and Scenic Rivers.* HUD-assisted activities are subject to the requirements of the Wild and Scenic Rivers Act (16 U.S.C. 1271 et seq.). The environmental review must evaluate the potential to impact any listed Wild and Scenic River when the assisted project is within proximity to a listed natural resource (24 CFR 58.5(f) or 24 CFR 50.4(f)). AEC will provide evidence the proposed action is not within proximity to a designated Wild, Scenic, or Recreational River.

Lead Survey

- A Maryland-licensed Lead Risk Assessor, trained in sampling protocols and use of an XRF, will conduct a Full Lead XRF Survey of the Site. The use of the XRF instrument will be in general accordance with the Performance Characteristic Sheet (PCS) methodology for the specific instrument. XRF instrument calibration checks will be performed according to the PCS. The inspection will include a surface-by-surface assessment of representative paint-coated building components. Testing locations will be identified by substrate type, component, and room equivalent. AEC notes that this XRF survey will be conducted in accordance with the Housing and Urban Development (HUD) protocols for conducting a lead inspection. AEC proposes 100% of the school building, as well as common areas and exteriors surfaces, in accordance with Maryland and HUD requirements.

Reporting

The CEST environmental review will be entered in the HUD Environmental Review Online System (HEROS). Supporting information including maps, consultations, and citations used to determine compliance or conformance with each statute, executive order, or regulation will be uploaded within HEROS as attachments. A previously prepared Hazmat Report and the Lead Survey will be uploaded within HEROS.

Information gathered during the Lead Survey will be assembled into a report which will be submitted to the client in electronic (*.pdf) format.

SCHEDULING

AEC will coordinate the date of the facility inspection with the Client upon receipt of a signed Proposal Acceptance Agreement. Electronic copies of the final Lead Survey will be submitted to the Client within 20 business days of receipt of a signed Proposal Acceptance Agreement.

AEC will provide a draft CEST reviews within 20 business days of review initiation and will follow up with any responses from regulatory agencies upon receipt. Responses from regulatory agencies contacted as part of the CEST environmental review are expected after 30 days or more.

COMPENSATION

The estimated fee to perform the Scope of Work is provided in Table 1. AEC performs consulting services on a unit rate basis; it should be noted that meetings and consultation provided at the request of the Client, and beyond the Scope of Work, will be billed in accordance with AEC's standard fee schedule (attached).

Table 1				
HUD CEST Review				
CEST Review	1	Lump	$2,150.00	$2,150.00

Lead Survey				
LBP Inspector – Two (2) Inspectors, two 8-hour shifts each	32	Hours	$75.00	$2,400.00
Senior Project Manager	4	Hours	$140.00	$560.00
XRF Rental Fee	2	Day	$750.00	1,500.00
Trip Charge	2	Trip	$10.00	$20.00
Report Cost	1	Lump	$1,000.00	$1,000.00
			Estimated Lead Survey Total:	$5,480.00
			ESTIMATED PROJECT TOTAL	**$7,630.00**

Our cost estimate will remain binding for 30 days. If our proposal is not activated within 30 days, AEC reserves the right to modify the scope of work and/or costs for such work to reflect current conditions.

If this proposal is acceptable, please return the attached proposal acceptance agreement for scheduling. If you have any questions, please feel free to call Meredith Boyce at 301-776-0500.

Sincerely,
ADVANTAGE ENVIRONMENTAL CONSULTANTS, LLC

Meredith A. Boyce
Senior Environmental Scientist

Christopher J. Felix
Principal

Attachments

TERMS AND CONDITIONS

INDEPENDENT CONSULTANT – AEC shall serve as an independent professional consultant to CLIENT for Services on the Project and shall have control over, and responsibility for, the means and methods for providing the Services identified in the Proposal, including the retention of Subcontractors and Subconsultants. AEC is solely responsible for the performance of this Agreement, and no parent, subsidiary or affiliated company, or any of its directors, officers, employees, or agents shall have any legal responsibility hereunder, whether in contract or tort, including negligence.

SCOPE OF SERVICES – It is understood that the fees, reimbursable expenses and time schedule defined in the Proposal are based on information provided by CLIENT and/or CLIENT'S agents, contractors, and consultants ("Contractors"). CLIENT acknowledges that if this information is not current, is incomplete or inaccurate, if conditions are discovered that could not be reasonably foreseen, or if CLIENT orders additional services, the scope of services will change, even while the Services are in progress.

STANDARD OF CARE, WARRANTY DISCLAIMER AND LIABILITY LIMITS - AEC represents that it will perform Services, as defined and limited by the scope of services in this agreement, for CLIENT using that degree of care and skill ordinarily exercised by persons performing similar services under similar conditions in the same locality as the subject property(ies). Nothing contained in the Proposal, the agreed-upon scope of services, these Terms or any report, opinion, plan, or other document prepared by AEC shall constitute a warranty or guarantee of any nature whatsoever.

INFORMATION PROVIDED BY OTHERS – CLIENT waives, releases and discharges AEC from and against any claim for damage, injury or loss allegedly arising out of or in connection with errors, omissions, or inaccuracies in documents and other information in any form provided to AEC by CLIENT, CLIENT's Contractors, or unaffiliated third parties, including such information that becomes incorporated into AEC documents.

CONCEALED RISKS – CLIENT acknowledges that special risks are inherent in sampling, testing, and/or evaluating concealed conditions that are hidden from view and/or neither readily apparent nor easily accessible, e.g., subsurface conditions, conditions behind a wall, beneath a floor, or above a ceiling. Such circumstances require that certain assumptions be made regarding existing conditions, which may not be verifiable without expending additional sums of money or destroying otherwise adequate or serviceable portions of a building or component thereof. Accordingly, AEC shall not be responsible for the verification of such conditions unless verification can be made by simple visual observation. CLIENT agrees to bear any and all costs, losses, damages and expenses (including, but not limited to, the cost of AEC's additional services) in any way arising from or in connection with the existence or discovery of such concealed or unknown conditions.

UTILITIES - Client agrees to disclose and locate all utilities serving the Project Site(s) and the presence and accurate location of hidden or obscure objects, including tanks and piping, relative to the services. Client agrees to indemnify and hold harmless AEC from all claims, suits, losses, personal injuries, death and property liability resulting from damage or injury to hidden structures (pipes, tanks, telephone cables, etc.) arising from the performance of AEC's services when the existence of such are not called to our attention or the location not correctly shown on any plans furnished us.

LIMITATIONS OF METHOD RELIABILITY - The Client recognizes and agrees that all testing and remediation methods have reliability limitations, that no method nor number of sampling locations can guarantee that a hazard will be discovered if contamination or other evidence of the hazard is not encountered within the performance of the Services as authorized and that conclusions must of necessity be extrapolated from limited information and discrete, non-continuous data points. CLIENT agrees that they have knowledgeably accepted these limitations and the risks attendant thereon and that AEC's services shall be considered non-conforming or deficient only to the extent that the services selected by the Client are not performed with reasonable competence in accordance with the scope of services.

PAYMENT - Client will pay Advantage Environmental Consultants, LLC (AEC) for services and expenses in accordance with the proposal. Each invoice, on presentation, is due and payable by Client. Invoices are past due after 30 days. Past due amounts are subject to a charge on the outstanding balance of the lesser of one and one-half percent per month or part thereof (18 percent per annum) or the maximum permissible by law. Client agrees to pay AEC's attorney's fees, interest, and all other costs incurred in collecting past due amounts. Unless otherwise agreed, the Services shall include, and AEC shall be paid in full at the contract rates for, any additional services performed at Client's request in excess of those stated in this Agreement. The Client's obligation to pay for the Services is in no way dependent upon the Client's ability to obtain financing, payment from third parties, approval of governmental or regulatory agencies, or upon the Client's successful completion of a project. The Client shall remain obligated

to pay AEC for the services even though the test results or report produced by AEC may contain conclusions unfavorable to the Client's interests.

AEC is not liable, for alleged defects in services performed, to third parties or anyone with whom it does not have a direct contractual relationship. AEC is not liable for special, indirect, incidental or consequential loss or damages. AEC is not liable for defects in information provided by secondary sources (e.g., government agencies, environmental databases, etc.). AEC's liability shall not under any circumstances exceed the greater of its fee for the services or the limits of its insurance coverage.

AEC's liability for services, if any, shall be limited to remedies for breach of contract in favor of only those persons with whom AEC has a direct contractual obligation to perform services.

DOCUMENTS – AEC shall be deemed the author and owner (or licensee) of all documents, technical reports, letters, photos, boring logs, field data, field notes, laboratory test data, calculations, designs, plans, specifications, reports, or similar documents and estimates of any kind furnished by it (the "Documents of Service") and shall retain all common law, statutory and other reserved rights, including copyrights. CLIENT shall have a limited, non-exclusive license to use copies of the Documents of Service provided to it in connection with its Project for which the Documents of Service are provided until the completion of the Project. AEC's Services are performed and Documents of Service are provided for the CLIENT's sole use. CLIENT understands and agrees that any use of the Documents of Service by anyone other than the CLIENT and its Contractors is not permitted. CLIENT further agrees to indemnify and hold AEC harmless for any errors, omissions, or damage resulting from its contractor's use of AEC Documents of Service. CLIENT agrees that the Documents of Service are not intended or represented by AEC to be suitable for use by or relied upon by anyone but the CLIENT or for uses beyond the scope of the specific uses or purposes set forth in, or contemplated by, the Contract Documents without AEC's written permission, adaptation, verification or certification; and that AEC's fees do not reflect the expanded scope of risk presented by unintended or third-party use of or reliance on the documents. Any such use will be at the CLIENT's or third party's sole risk.

INSURANCE - AEC shall obtain at its own expense the following described insurance and maintain such coverage at all times while Work is being performed under this Agreement. AEC shall be furnished with proof of insurance through a company or companies acceptable to AEC and shall be included as additional named insureds on a primary, non-contributory basis with a waiver of subrogation and a thirty (30) day notice of cancellation, termination or alteration of the policies. Coverage shall include: Worker's Compensation insurance as required by state law; Commercial General Liability Insurance including Contractual Liability covering operations, vehicles and equipment, owned or otherwise, with bodily injury limits of $1,000,000 any one person, $1,000,000 any one occurrence and $1,000,000 annual aggregate; property damage coverage limits of $1,000,000 and $1,000,000 any one occurrence; Automobile Liability Insurance with limits of not less than $1,000,000 each person, and $1,000,000 each occurrence; When AEC performs services near hazardous substances or pollutants, then AEC shall procure and maintain Pollution Liability Insurance that provides coverage for personal injuries, property damages and regulatory clean-up costs arising out of or related to the presence, release, or threatened release of hazardous substances, or pollutants in amounts not less than $1,000,000 per occurrence.

SUBPOENAS - The CLIENT is responsible after notification, for payment of time charges and expenses resulting from the required response by AEC to subpoenas issued by any party, involving any legal or administrative proceeding in which AEC is not named as a party, in connection with work performed under this contract. Charges are based on fee schedules in effect at the time the subpoena is served.

CLAIMS - Client agrees to pay AEC's costs (including attorney's fees) of defending itself against any claims Client, a regulatory agency or a third party makes against AEC related to the services that are not adjudicated to be valid.

ASSIGNMENT - Neither the Client nor AEC may delegate, assign, sub-write or transfer its benefits, rights, duties or interest in this agreement without the written consent of the other party.

SEVERABILITY – Any provision of these Terms later held to violate any law, statute, or regulation, shall be deemed void, and all remaining provisions shall continue in full force and effect. CLIENT and AEC shall endeavor to quickly replace a voided provision with a valid substitute that expresses the intent of the issues covered by the original provision.

ADVANTAGE ENVIRONMENTAL CONSULTANTS, LLC
PROPOSAL ACCEPTANCE AGREEMENT

This Agreement is made by acceptance below of the Contract Documents including:

- Proposal No. 26-0288 this 14th day of May 2026 the property at 701 Montgomery Street in Laurel, Maryland.

1. PROFESSIONAL SERVICES - AEC will provide professional services ("Services") for the Client as indicated in the proposal referenced above, and other documents as referenced therein, which is incorporated by reference herein.

2. DESIGNATED REPRESENTATIVES - The parties designate the following named individuals as their authorized representatives to provide approvals, directives, and permissions, including changes, and to receive notices or other communications under this agreement at the following addresses:

Advantage Environmental Consultants, LLC
8610 Washington Boulevard, Suite 217
Jessup, Maryland 20794
Phone: 301-776-0500
Fax: 301-776-1123
cfelix@aec-env.com

CLIENT: Laurel Boys and Girls Club
701 Montgomery Street
Laurel, Maryland 20707
Phone: 202-327-0274
Fax:
lbgcbod@gmail.com

ACCEPTED BY:

Advantage Environmental Consultants, LLC

By: _____

CLIENT: Laurel Boys and Girls Club

By: _____

YOUR SIGNATURE INDICATES ACCEPTANCE OF THE PROPOSAL REFERENCED ABOVE, THE CONTRACT DOCUMENTS AND THE TERMS AND CONDITIONS UNLESS EXPRESSLY MODIFIED IN WRITING.

Printed: Christopher J. Felix

Printed: _____

(Officer authorized to execute contracts)

Title: Principal

Title: _____

Date: 5-14-2026

Date: _____

ADVANTAGE ENVIRONMENTAL CONSULTANTS, LLC
2026

FEE SCHEDULE

Description	Unit Measure	Unit Price
PERSONNEL		
Principal: Professional Scientist, PE/PG/LSRP	HR	$140.00
Senior Project Manager	HR	$125.00
Project Manager	HR	$90.00
Senior Staff Scientist/Geologist	HR	$75.00
Staff Scientist/Geologist	HR	$60.00
MISCELLANEOUS		
Shipping	EA	Cost + 20%
Mileage	MILE	$0.85

CITY COUNCIL

BRENCIS D. SMITH
At-Large

JAMES KOLE
First Ward

ADRIAN G. SIMMONS
First Ward

KYLA M. CLARK
Second Ward

JEFFREY W. MILLS
Second Ward

Council meets second and fourth Mondays of each month.

MAYOR AND CITY COUNCIL OF LAUREL

8103 Sandy Spring Road
Laurel, Maryland 20707-2502

KEITH R. SYDNOR
Mayor

CHRISTIAN L. PULLEY, CPM
City Administrator

NEKESA MATLOCK
Deputy City Administrator

STEPHANIE P. ANDERSON
City Solicitor

SARA A. GREEN, CPM, MMC
City Clerk

(301) 725-5300

www.cityoflaurel.org

Twentieth Meeting

Monday, September 28, 2026

6:00 PM

Agenda

In-Person Meeting

Watch the meeting on Laurel TV streaming live in your web browser at https://laureltv.org/watch-live or locally Laurel TV can be found on Comcast Channel 996 (HD), 71 (SD) or Verizon FiOS Channel 12.

1. **Call to Order** – Brencis D. Smith, Council President

2. **Pledge of Allegiance to the Flag of the United States of America-** led by Mayor Keith R. Sydnor

3. **Roll Call**- Sara A. Green, CPM, MMC, City Clerk

4. **Approval of Minutes**

   - September 2, 2026- Work Session
   - September 14, 2026- Special Work Session
   - September 14, 2026- Regular Meeting

5. **Report of the Mayor and City Council**

6. **Mayoral Appointments and Reappointments**

APPOINTMENTS

Dr. Varleisha Lyons	Education Advisory Committee	9/28/26 – 9/28/28
Lateef Gbadegesin	Youth Services Commission	9/28/26 – 9/28/29

REAPPOINTMENTS

Lisa Wolfisch	Bicycle and Pedestrian CAC	9/28/26 – 9/28/29
Maria Clifford	Board of Appeals	9/28/26 – 9/28/29
Sandy Antunes	Arts Council	9/28/26 – 9/28/28

7. **General Public Hearing**

8. **Second Public Hearing with Possible Action on Ordinance No. 2057 (Text Amendment No. 270)-** An Ordinance of the Mayor and City Council of Laurel, Maryland to Amend the Unified Land Development Code, Chapter 20, "Land Development and Subdivision Regulations;" Section 20-1.7, "Definitions;" Section 20-6.13, "Table of Residential Uses;" Section 20-6.14, "Accessory Uses;" Section 20-6.15, "Area, Yard, and Height Regulations;" Section 20-6.16, "Schedule of Area, Yard, and Height Regulations for Residential Uses;" Section 20-6.23, "Accessory Structures; Bulk Regulations;" Section 20-6.26 "Building Permitted on Lot;" Section 20-6.29, "Dwelling Unit Area Requirements;" Section 20-10.2, "Permitted Buildings and Uses;" Section 20-16.2, "Scope of Regulations;" Section 20-19.2, "Trailers Parked in Residential Zone;" Section 20-23.1, "Continuation and Discontinuation of Use;" Section 20-26.4, "Definitions;" Section 20-26.5, "Review of Applications;" and Section 20-50.3, "Connection to Public Sewers Required" to Permit and Regulate Accessory Dwelling Units.

9. **Second Public Hearing with Possible Action on Ordinance No. 2058 (Text Amendment No. 271)-** An Ordinance of the Mayor and City Council of Laurel, Maryland to Amend the Unified Land Development Code, Chapter 20, "Land Development and Subdivision Regulations;" Section 20-41.5, "Forest Stand Delineation;" Section 20-41.6, "Forest Conservation Plan;" Section 20-41.7, "Afforestation and Retention;" Section 20-41.8, "Reforestation;" Section 20-41.9, "Priorities and Time Requirements For Afforestation and Reforestation;" Section 20-41.12, "Payment Instead of Afforestation and Reforestation;" Section 20-41.16, "Waivers;" and Section 20-41.18, "Annual Report."

10. **Second Public Hearing with Possible Action on Ordinance No. 2059 (Text Amendment No. 272)-** An Ordinance of the Mayor and City Council of Laurel, Maryland to Amend the Unified Land Development Code, Chapter 20, "Land Development and Subdivision Regulations;" Section 20-2.2, "Plans, Plats, and Information to Accompany Applications for Permits;" Section 20-29.3, "Definitions;" Section 20-29.7, "Review Procedure; Adequate Public Facilities;" Section 20-29.10, "Mandatory Dedication or Fee-In-Lieu of Open Space;" Section 20-29.12, "Governing Approvals;" Section 20-30.1, "Pre-Application;" Section 20-30.2, "Conditional Approval of Preliminary Plan;" Section 20-30.3, "Approval of Final Plat;" Section 20-30.4, "Fees;" and Sec. 20-41.2, "Definitions" in Order to Implement the Maryland Housing Certainty Act.

11. **Second Public Hearing with Possible Action on Ordinance No. 2060-** An Ordinance Amending the General Operating Budget and Capital Improvement Program of the Mayor and City Council of Laurel, Maryland, for the Fiscal Year July 1, 2026 through June 30, 2027 and to Provide an Effective Date.

12. **Second Public Hearing with Possible Action on Ordinance No. 2061-** An Ordinance Amending the General Operating Budget and Capital Improvement Program of the Mayor and City Council of Laurel, Maryland, for the Fiscal Year July 1, 2025 through June 30, 2026 and to Provide an Effective Date.

13. Adjournment

CITY OF LAUREL
OFFICE OF THE MAYOR

8103 Sandy Spring Road, Laurel, MD 20707
Phone: 301-725-5300 ext. 2125 • Fax: 301-725-6831

Keith R. Sydnor
Mayor

September 18, 2026

MEMORANDUM

TO: Brencis Smith, Council President
Laurel City Councilmembers
FROM: Keith R. Sydnor, Mayor
SUBJ: Mayoral Appointments/Reappointments

I plan to make the following appointments and reappointments at the September 28, 2026, Mayor and City Council meeting.

APPOINTMENTS

Dr. Varleisha Lyons	Education	9/28/26 – 9/28/28
Lateef Gbadegesin	Youth Services Commission	9/28/26 – 9/28/29

REAPPOINTMENTS

Lisa Wolfisch	Bicycle and Pedestrian CAC	9/28/26 – 9/28/29
Maria Clifford	Board of Appeals	9/28/26 – 9/28/29
Sandy Antunes	Arts Council	9/28/26 – 9/28/28

I look forward to your confirmation of these appointments and reappointments.

CITY OF LAUREL, MARYLAND

ORDINANCE NO. 2057

TEXT AMENDMENT NO. 270

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND TO AMEND THE UNIFIED LAND DEVELOPMENT CODE, CHAPTER 20, "LAND DEVELOPMENT AND SUBDIVISION REGULATIONS;" SECTION 20-1.7, "DEFINITIONS;" SECTION 20-6.13, "TABLE OF RESIDENTIAL USES SECTION 20-6.14, "ACCESSORY USES;" SECTION 20-6.15, "AREA, YARD, AND HEIGHT REGULATIONS;" SECTION 20-6.16, "SCHEDULE OF AREA, YARD, AND HEIGHT REGULATIONS FOR RESIDENTIAL USES;" SECTION 20-6.23, "ACCESSORY STRUCTURES; BULK REGULATIONS;" SECTION 20-6.26 "BUILDING PERMITTED ON LOT;" SECTION 20-6.29, "DWELLING UNIT AREA REQUIREMENTS;" SECTION 20-10.2, "PERMITTED BUILDINGS AND USES;" SECTION 20-16.2, "SCOPE OF REGULATIONS;" SECTION 20-19.2, "TRAILERS PARKED IN RESIDENTIAL ZONE;" SECTION 20-23.1, "CONTINUATION AND DISCONTINUATION OF USE;" SECTION 20-26.4, "DEFINITIONS;" SECTION 20-26.5, "REVIEW OF APPLICATIONS;" AND SECTION 20-50.3, "CONNECTION TO PUBLIC SEWERS REQUIRED" TO PERMIT AND REGULATE ACCESSORY DWELLING UNITS.

Sponsored by the President at the request of the Administration.

WHEREAS, the General Assembly of Maryland during its 2025 legislative session passed HB 1466 ("the ADU Bill") into law and the Governor signed it; and

WHEREAS, the ADU Bill requires local jurisdictions exercising planning and zoning authority to adopt a local law authorizing accessory dwelling unit (ADU) development on certain land with single-family detached dwellings; and

WHEREAS, the City of Laurel is a local jurisdiction within the State of Maryland that exercises planning and zoning authority; and

WHEREAS, the City of Laurel Planning Commission has recommended certain rights, responsibilities, and obligations related to the development of accessory dwelling units; and

WHEREAS, the Mayor and City Council has determined that none of the recommendations of the Planning Commission constitute an unreasonable limitation on the development of accessory dwelling units;

Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, by the Mayor and City Council of Laurel, Maryland that the following sections of the City of Laurel Unified Land Development Code shall be and hereby are amended as follows:

Sec. 20-1.7 Definitions.

* * *

Accessory apartment. See "*dwelling, accessory ~~apartment~~ unit.*"

* * *

Accessory dwelling unit. See *"dwelling, accessory unit".*

* * *

Dwelling, accessory ~~apartment~~ unit. A secondary dwelling unit contained ~~within~~ on the same lot as a single-family detached dwelling for use as a complete, independent living facility with provision within the accessory ~~apartment~~ unit for food preparation, eating, sanitation, and sleeping. It may be detached, attached, or interior. Such a dwelling is an accessory use clearly visually subordinate to the primary dwelling.

* * *

Sec. 20-2.1 – Building permits; use and occupancy permits.

* * *

(d) A use and occupancy permit shall be required for a newly constructed, reconstructed, or renovated accessory dwelling unit.

~~(d)~~ (e) Building permits for public utility equipment. Building permits shall not be required for single poles and other single-legged structures and their appurtenant cross arms and items of equipment installed and maintained by a public utility subject to regulation by the State Public Service Commission; nor for poles or structures used for street lights, fire alarm boxes, traffic signals or similar municipal equipment installed by the state or a political subdivision thereof.

~~(e)~~ (f) Non-issuance of building permits pending appeal or time therefore. No building permit shall be issued during the time permitted by law or rule of court for the filing of an appeal from:

* * *

~~(f)~~ (g) A use and occupancy permit shall be required prior to any of the following:

(1) Occupancy and use of any building.

(2) Change wholly or in part in use of an existing building, which includes the addition of an accessory dwelling unit.

* * *

Sec. 20-2.2 – Plans, plats, and information to accompany applications for permits.

* * *

(a) Each application for a building permit shall be accompanied by duplicate copies of a site plan or plat drawn to scale, showing:

* * *

(11) A renovation, expansion, or alteration to an existing building to create an accessory dwelling unit shall not be construed as a minor alteration.

Sec. 20-6.13. – Table of Residential Uses.

* * *

Uses	P-I	R-5	R-55	R-20	R-T	R-30	R-18	R-10	R-H	R-MD
Dwelling, accessory unit (m)	X	P	P	SE	SE	SE	SE	SE	SE	P

(m) A Dwelling, accessory unit is permitted only on a lot containing one single-family detached dwelling.

Sec. 20-6.14 – Accessory uses.

* * *

(h) *Dwelling, accessory unit.* A Dwelling, accessory unit shall only be permitted when the resident owner of the property occupies either the primary structure or the accessory dwelling unit.

Sec. 20-6.15 – Area, yard, and height regulations.

* * *

(g) The height of a main building permitted on a zoning lot shall not exceed the number of stories as set forth in the schedule in Section 20-6.16. The height of accessory buildings shall not exceed fifteen (15) feet except that an accessory dwelling unit shall not exceed eighteen (18) feet.

* * *

Sec. 20-6.16 – Schedule of Area, Yard, and Height Regulations for residential uses.

* * *

(h) Density is the maximum permitted within the zone; actual yield is dependent on design and configuration of specific site plans. An accessory dwelling unit is excluded from residential density calculations.

Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

Sec. 20-6.23 – Accessory structures; bulk regulations.

* * *

ZONE	R-5	R-55	R-20	R-T	R-30	R-18	R-10	R-MD	PUD-E	PDA-E
Dwelling, accessory unit										
• Maximum Height (ft.)	18	18	18	18	18	18	18	18	18	18
• Minimum Distance from Rear and Side Yard Lot Line (ft.)	5	5	5	5	5	5	5	5	5	5

Sec. 20-6.26 – Building permitted on lot.

(a) There shall be not more than one (1) one-family or one (1) two-family dwelling permitted on a lot. There may be more than one (1) multifamily building on a lot. There may also be one (1) accessory building or one (1) detached garage on the same lot with a main building.

Accessory dwelling units are exempt from the limitations established in this section.

The percent of lot covered by buildings, as set forth in the Section 20-7.16, Schedule of Area, Yard, and Height Regulations shall not be exceeded when the area of the building(s) is divided by the area of the lot.

(b) No one- or two-family dwelling shall be located to the rear of any building on the same lot or on another lot which does not have the required frontage on a dedicated street, except that an approved accessory dwelling unit may be located to the rear of a single-family detached dwelling. However, multifamily structures, with the approval of the Planning Commission, may be arranged in groups and each building need not directly front on a dedicated street. Improvement within these developments must conform to standards set forth in Section 20-6.17.

Sec. 20-6.29 – Dwelling unit area requirements.

* * *

(d) Accessory dwelling units shall not exceed seventy-five (75) percent of the size of the primary single-family dwelling unit. The minimum size of a detached accessory dwelling unit shall be 200 square feet on the first or ground level.

Sec. 20-10.2 – Permitted buildings and uses.

* * *

(b) *Accessory buildings and uses.*

Underlining indicates new language added.
Strikethroughs indicate language deleted.
* * * ***Asterisks indicate intervening language and section unchanged.***

(1) Accessory dwelling unit on a lot having one single-family detached dwelling, provided that all other requirements for an accessory dwelling unit must be met.

~~(1)~~ (2) Private garage attached to or located in a one-family dwelling; parking area for the use of guests of the occupants of one-family dwelling units.

~~(2)~~ (3) Storage garages accessory to a multifamily building or to groups of townhouses and plexes; parking areas for the use of guests of the occupants of multifamily dwelling units.

~~(3)~~ (4) Gardens, fences, walls, pools and other recreation facilities on private or common land.

~~(4)~~ (5) Accessory buildings and uses to retail business uses enumerated and as regulated in other sections of this article when such main use is part of a Planned Unit Development approved or existing area.

* * *

Sec. 20-16.2 – Scope of regulations.

Accessory off-street parking and loading facilities shall be provided as a condition precedent to:

(a) The use and/or occupancy of all buildings, property, or parcels of land within the City, except that no additional parking shall be required for a duly approved accessory dwelling unit;

Sec. 20-19.2 – Trailers parked in residential zone.

* * *

(4) No occupied or unoccupied trailer shall be parked on a lot that includes a detached accessory dwelling unit.

Sec. 20-23.1 – Continuation and discontinuation of use.

(a) Any building, structure or use lawfully existing at the time of adoption of this article, January 1, 1990, or lawfully existing at the time this article is subsequently amended, may be continued, even though such building, structure or use does not conform to the regulations of the zoning district in which it is located. The rights to repair, maintain, or restore the structure without enlargement of the structure is specifically permitted, except as provided in this section.

(b) A structure being used as a bona fide accessory dwelling unit on October 1, 2026 shall become a conforming use, provided that it be inspected for life safety and obtain any necessary rental permits.

~~(b)~~ (c) Abandonment of a nonconforming use or structure shall terminate immediately the right to operate such use. "Abandonment" shall be presumed upon the cessation of a nonconforming use other than a seasonal use for a period of six (6) consecutive calendar months. No nonconforming use once abandoned shall thereafter be reestablished, except as provided herein.

Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

~~(c)~~ (d) A nonconforming use may be extended or reestablished by resolution of the Board of Appeals provided that the owner or other authorized person demonstrates, by a preponderance of evidence, the following:

* * *

~~(d)~~ (e) The Board of Appeals may impose any reasonable conditions in regard to the property for the reestablishment, or pending reestablishment, of the use, for the protection, safety, health, and welfare of the general public.

~~(e)~~ (f) Upon application for continuation or reestablishment of a nonconforming use, the Board of Appeals shall refer the matter to the Planning Commission for its review and recommendation.

~~(f)~~ (g) The requirements of notice and public hearing shall be in conformity with such general requirements of the Board of Appeals, as set forth in Section 20-5.4, insofar as they are consistent with the provisions of this section.

~~(g)~~ (h) In the event that the nonconforming use cannot be reestablished within ninety (90) days from the date of the hearing before the Board of Appeals, the Board shall provide for such periodic hearings as it deems necessary for the purpose of reviewing the status of the application. It shall be discretionary with the Board whether the matter shall be referred to the Planning Commission prior to any such review hearings. The notice requirements shall be the same as those of an original application except that if any review hearing shall be one hundred eighty (180) days or less from the initial hearing or any prior review hearing, the written notices to adjoining property owners shall not be required.

~~(h)~~ (i) Fees. The Mayor shall set the fees for activities and services performed by the Department of Economic and Community Development in carrying out its responsibilities under this subsection. Fees shall be subject to review and revision periodically as experience dictates to insure that the fees are equitable and in line with the costs of administration.

Sec. 20-26.4 – Definitions.

* * *

Accessory structure shall mean a secondary structure, such as a detached garage, accessory dwelling unit, or tool shed, located on the same lot as the main building.

Sec. 20-26.5 – Review of applications.

* * *

(4) If a decision incurs substantial financial hardship on the owner; ~~and~~

(5) Advancing the goal of increased housing, if the application is related to an accessory dwelling unit; and

~~(5)~~ (6) Only those structures/plantings visible from the right-of-way within the Laurel Historic District shall be reviewed by the HDC.

___Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

* * *

Sec. 20-50.3 – Connection to public sewers required.

* * *

(b) (1) A detached accessory dwelling unit shall make application to the Washington Suburban Sanitary Commission (W.S.S.C) or other authority as described in (a) without exception.

(2) No detached accessory dwelling unit shall be permitted on realty not abutting a street or public right-of-way in which there is a public sanitary sewer.

AND, BE IT FURTHER ENACTED AND ORDAINED, that this Ordinance shall take effect on the day of its passage.

PASSED this _____day of _____, 2026.

ATTEST:

_____
SARA A. GREEN, CPM, MMC
City Clerk

_____
BRENCIS D. SMITH
President of the City Council

APPROVED this _____ day of _____, 2026.

_____
KEITH R. SYDNOR
Mayor

___Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

The Honorable G. Rick Wilson, Chair
Dennis Grant, Vice Chairman
Council President Smith, Ex Officio Member
Bill Wellford
Roy Smith
Vacant, Alternate

Christian Pulley, Executive Officer

Jay Measheey, Director
Department of Economic and Community Services

CITY OF LAUREL PLANNING COMMISSION

8103 Sandy Spring Road • Laurel, MD 20707 • 301-725-5300 • Fax: 410-792-2108

Commission Typically Meets Second Tuesday of Each Month

September 17, 2026

To: The Honorable Keith R. Sydnor, Mayor
City of Laurel Councilmembers
From: City of Laurel Planning Commission
Subject: Text Amendment Application No. 270 (Ordinance No. 2057)

At the regular meeting of the City of Laurel Planning Commission, held on September 15, 2026 the following action was taken on the subject draft:

On motion by Mr. Smith, seconded by Mr. Grant, and carried on a roll call vote of all members present, the Planning Commission **recommended** that the Mayor and City Council **approve** Text Amendment Application No. 270 and proposed Ordinance No. 2057 as presented.

ec: Christian L. Pulley, City Administrator
Nekesha Matlock, Deputy City Administrator
Crystal Hypolite, Chief of Staff
Jay Measheey, Director, Department of Economic & Community Development
Raven Nee, Deputy Director, Department of Economic & Community Development
Sara Green, City Clerk to the Council
Maria Morales, Administrative Assistant II, Office of the Clerk and City Council

CITY OF LAUREL, MARYLAND

ORDINANCE NO. 2058

TEXT AMENDMENT NO. 271

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND TO AMEND THE UNIFIED LAND DEVELOPMENT CODE, CHAPTER 20, "LAND DEVELOPMENT AND SUBDIVISION REGULATIONS;" SECTION 20-41.5, "FOREST STAND DELINEATION;" SECTION 20-41.6, "FOREST CONSERVATION PLAN;" SECTION 20-41.7, "AFFORESTATION AND RETENTION;" SECTION 20-41.8, "REFORESTATION;" SECTION 20-41.9, "PRIORITIES AND TIME REQUIREMENTS FOR AFFORESTATION AND REFORESTATION;" SECTION 20-41.12, "PAYMENT INSTEAD OF AFFORESTATION AND REFORESTATION;" SECTION 20-41.16, "WAIVERS;" AND SECTION 20-41.18, "ANNUAL REPORT."

Sponsored by the President at the request of the Administration.

WHEREAS, the General Assembly of Maryland has amended Maryland's Forest Conservation Act (FCA) and the Department of Natural Resources has issued guidance; and

WHEREAS, the said FCA update requires local jurisdictions exercising planning and zoning authority to amend local law governing development and forest conservation; and

WHEREAS, the City of Laurel is a local jurisdiction within the State of Maryland that exercises planning and zoning authority; and

WHEREAS, the City of Laurel Planning Commission has recommended certain changes included in DNR guidance;

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, by the Mayor and City Council of Laurel, Maryland that the following sections of the City of Laurel Unified Land Development Code shall be and hereby are amended as follows:

Sec. 20-41.5 – Forest stand delineation.

(a) Criteria.

* * *

___Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

(7) Time for submittal:

a. Within thirty (30) ~~calendar~~ days ~~after~~ from receipt of the forest stand delineation by the Department of Economic and Community Development, ~~of the Forest Stand Delineation~~ the Department shall notify the applicant whether the forest stand delineation is complete and correct.

b. If the Department fails to notify the applicant about the delineation within 30 days, the delineation shall be treated as complete and correct.

c. The Department of Economic and Community Development may require further information ~~and~~ or provide for an extension of this deadline for an additional 15 days for extenuating circumstances. ~~additional reasonable time for its response to allow for submission and review of the additional information.~~ The 30-day review period begins new with each resubmission of necessary information from the Applicant.

Sec. 20-41.6 – Forest Conservation Plan.

(b) Preliminary Forest Conservation Plan.

* * *

(2) A preliminary Forest Conservation Plan shall:

* * *

k. Include information ~~required~~ recommended in the Forest Conservation Technical Manual; and

* * *

* * *

(3) Time for submittal:

a. ~~Within forty-five (45) calendar days after receipt of the final Forest Conservation Plan, the Planning Commission shall notify the applicant whether the Forest Conservation Plan is complete and approved;~~ At least 20 days before approval of the forest conservation plan, the Department shall:

(i) Provide notice to all owners of property contiguous to the subject property of any proposed clearing of a priority retention area as described in the Forest Conservation Act; and

(ii) 1. On a net tract area of at least 5 acres and if at least 75% of the priority retention area is proposed to be cleared, provide an opportunity for written and verbal comment before plan approval; or

2. For any other project where priority retention area is proposed for clearing, provide an opportunity for public written comment before plan approval.

b. Property separated from the subject property by a public right–of–way shall be considered abutting and adjacent.

~~b~~ c. ~~If the Planning Commission fails to notify the applicant within forty-five (45) calendar days, the plan shall be treated as complete and approved; provided, however, that the Planning Commission may extend such forty-five-day period for a reasonable time to complete its review, and shall notify the applicant of such extension of time;~~ Within 45 days from receipt of the forest conservation plan, the Department or local authority shall notify the applicant whether the forest conservation plan is complete. If the Department or local authority fails to notify the applicant about the forest conservation plan within 45 days, the plan shall be treated as complete and approved. The Department or local authority may require further information or provide for an extension of this deadline for an additional 15 days for extenuating circumstances. In addition, at the request of the applicant, the State or local authority may extend this deadline for extenuating circumstances;

~~c~~ d. The Planning Commission may require further information and provide for additional reasonable time for its response to allow for submission and review of the additional information; and

~~d~~ e. At the request of the applicant, the Planning Commission may extend the deadline for a reasonable time for good cause.

Sec. 20-41.7 – Afforestation and retention.

___*Underlining indicates new language added.*
Strikethroughs indicate language deleted.
** * * Asterisks indicate intervening language and section unchanged.*

* * *

(b) *Retention.* The following trees, shrubs, plants, and specific areas are considered priority for retention and protection and shall be left in an undisturbed condition unless the applicant has demonstrated, to the satisfaction of the Planning Commission, that reasonable efforts have been made to protect them and the plan cannot be reasonably altered:

(1) Trees, shrubs and plants located in sensitive areas, including the ~~one hundred-year floodplain, intermittent and perennial streams and their buffers, steep slopes, nontidal wetlands~~ one hundred (100) year floodplains, intermittent streams and their buffers of at least fifty (50) feet from the stream channel, perennial streams and their buffers of at least one hundred (100) feet from the stream channel, coastal bays and their buffers, steep slopes, and critical habitats~~.~~;

(2) Contiguous forest that connects the largest undeveloped or most vegetated tracts of land within and adjacent to the site~~.~~;

(3) ~~Trees, shrubs or plants determined to be rare, threatened, or endangered under:~~ *Forest suitable for forest interior-dwelling species;*

~~a. The Federal Endangered Species Act of 1973 in 16 U.S.C., Sections 1531 through 1544, inclusive, and in 50 CFR Part 17;~~

~~b. The Maryland Nongame and Endangered Species Conservation Act, Annotated Code of Maryland, Natural Resources Article, Sections 10-2A-01 through 10-2A-09, inclusive; and~~

~~c. COMAR 08.03.08, which contains regulations relating to the threatened and endangered species.~~

(4) ~~Trees that:~~ Forest located in a Tier II or Tier III high quality watershed as identified by the Department of the Environment;

~~a. Are part of an historic site;~~

~~b. Are associated with an historic structure; or~~

~~c. Have been designated by the state or the Department of Economic and Community Development as a national, state or county champion tree; and~~

(5) ~~Any tree having a diameter measured at four and one-half (4½) feet above the ground of:~~ Forest located in a water resource protection zone, a reservoir watershed, or a wellhead protection area as identified by the City or other competent jurisdiction;

~~a. Thirty (30) inches or more; or~~

Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

~~b. Seventy-five (75) percent or more of the diameter, measured at four and one-half (4½) feet above the ground, of the current state champion tree of that species as designated by the Maryland Department of Natural Resources.~~

(6) Forests in urban areas:

a. As delineated in the priority urban forest mapping included in the State Forest Conservation Technical Manual requirements; or

b. That are most important for providing wildlife habitat or mitigating flooding, high temperatures, or air pollution;

(7) Trees, shrubs or plants determined to be rare, threatened, or endangered under:

a. The Federal Endangered Species Act of 1973 in 16 U.S.C., Sections 1531 through 1544, inclusive, and in 50 CFR Part 17;

b. The Maryland Nongame and Endangered Species Conservation Act, Annotated Code of Maryland, Natural Resources Article, Sections 10-2A-01 through 10-2A-09, inclusive; and

c. COMAR 08.03.08, which contains regulations relating to the threatened and endangered species.

(8) Trees that:

a. Are part of an historic site; or

b. Are associated with an historic structure; or

c. Have been designated by the state or the Department of Economic and Community Development as a national, state or county champion tree; and

(9) Any tree having a diameter measured at four and one-half (4½) feet above the ground of:

a. Thirty (30) inches or more; or

b. Seventy-five (75) percent or more of the diameter, measured at four and one-half (4½) feet above the ground, of the current state champion tree of that species as designated by the Maryland Department of Natural Resources.

(c) Solar photovoltaic facilities may not be subject to afforestation requirements under this subtitle.

Sec. 20-41.8 – Reforestation.

(a) ~~*Forest conservation threshold*~~. Except as provided in item (b) of this section, for all existing forest cover measured to the nearest 1/10 acre cleared on the net tract area, the area of forest removed shall be reforested at a ratio of 1 acre planted for every 1 acre removed; and

(b) For all existing forest cover located in a priority funding area designated in the State Finance and Procurement Article, and not identified as a priority for retention as described in this article, measured to the nearest 1/10 acre cleared on the net tract area, the area of forest removed shall be reforested at a ratio of 1/2 acre planted for every 1 acre removed."

~~(1) There is a forest conservation threshold established for all land use categories, as provided in Subsection (2) below. The forest conservation threshold means the percentage of the net tract area at which the reforestation requirement changes from a ratio of one-quarter (¼) acre planted for each acre removed above the threshold to a ratio of two (2) acres planted for each acre removed below the threshold.~~

~~(2) After reasonable efforts to minimize the cutting or clearing of trees and other woody plants have been exhausted in the development of a subdivision plan, site plan, development plan or project plan, grading and sediment control activities, and implementation of the Forest Conservation Plan, the Forest Conservation Plan shall provide for reforestation, purchase of credits from a Forest Mitigation Bank, or payment into the forest conservation fund, according to the formula set forth in Subsections (2) and (3) of this section and consistent with Section 20-41.6, and the following forest conservation thresholds for the applicable land use category:~~

~~**Category of use**~~	~~**Threshold percentage**~~
~~a. Agricultural and resource areas~~	~~50%~~
~~b. Medium density residential areas~~	~~25%~~
~~c. Institutional development areas~~	~~20%~~
~~d. High density residential areas~~	~~20%~~
~~e. Mixed use and planned unit development areas~~	~~15%~~

~~Category of use~~	~~Threshold percentage~~
~~f. Commercial and industrial use areas~~	~~15%~~

~~(3) *Calculations.*~~

~~a. For all existing forest cover measured to the nearest one-tenth (1/10) acre cleared on the net tract area above the applicable forest conservation threshold, the area of forest removed shall be reforested at a ratio of one-quarter (¼) acre planted for each acre removed.~~

~~b. Each acre of forest retained on the net tract area above the applicable forest conservation threshold shall be credited against the total number of acres required to be reforested under paragraph a. of this subsection. The calculation of the credit shall be according to the criteria provided in the Forest Conservation Technical Manual.~~

~~c. For all existing forest cover measured to the nearest one-tenth (1/10) acre cleared on the net tract area below the applicable forest conservation threshold, the area of forest removed shall be reforested at a ratio of two (2) acres planted for each acre removed below the threshold.~~

Sec. 20-41.9 – Priorities and time requirements for afforestation and reforestation.

(a) *Sequence for afforestation and reforestation.*

(1) After techniques for retaining existing forest on the site have been exhausted, the preferred sequence for afforestation and reforestation, as determined by the Planning Commission, is as follows:

a. Forest creation in accordance with a Forest Conservation Plan using one (1) or more of the following:

i. Tree replacement (as described in the chart below). Individual significant trees removed, whether within the forest or outside the forest, shall be replaced at the following rates with similar species:

Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

Size of Significant Tree Removed (inches)	**Minimum 2½ Caliper Tree Replacement (number of trees)**
12—18 d.b.h	1
~~greater than 18~~19—24 d.b.h.	2
Greater than 24 d.b.h.	3

ii. Replacement tree(s) shall be native straight species and have a mature canopy spread equivalent to or greater than the tree(s) removed.

* * *

Sec. 20-41.12 – Payment instead of afforestation and reforestation.

~~(a) *Forest conservation fund.*~~

~~(1)~~ (a) There is hereby established a City of Laurel Forest Conservation Fund.

~~(2)~~ (b) If a person, subject to this chapter, demonstrates to the satisfaction of the Planning Commission that requirements for reforestation or afforestation on-site or off-site cannot be reasonably accomplished, the person shall contribute money, at a rate of one dollar ($1.00) per square foot of the area of required planting, into the City Forest Conservation.

~~(3)~~ (c) Money contributed instead of afforestation or reforestation under this section shall be paid no later than issuance of the first building permit. No plat of subdivision in which money is contributed instead of afforestation or reforestation shall be approved for recording by the Planning Commission until the said in-lieu fee shall have been paid, or satisfactory assurance of payment shall have been provided.

~~(4)~~ (d) Money deposited in the City Forest Conservation Fund:

~~a.~~ (1) Must be spent on the costs directly related to reforestation and afforestation, including site identification, acquisition, design, and preparation;

~~b.~~ (2) Shall be deposited in a separate Forest Conservation Fund; and

~~c.~~ (3) May not revert to the General Fund, except that fines collected under the provisions of Subsection 20-41.17(a)(2) and deposited to the Forest Conservation Fund may revert to the General Fund from time to time.

Underlining indicates new language added.
Strikethroughs indicate language deleted.
* * * ***Asterisks indicate intervening language and section unchanged.***

~~(5)~~ (e) Sites for afforestation or reforestation using fund money:

~~a.~~ (1) Except as provided in subparagraph b. below, the reforestation or afforestation requirement under this section shall occur in the City and in the watershed in which the project is located.

~~b.~~ (2) If the reforestation or afforestation cannot be reasonably accomplished in the watershed in which the project is located, then the reforestation or afforestation shall occur in off-site property for mitigation. The Director of Economic and Community Development and the Director of Parks and Recreation shall develop and maintain a list of properties suitable for off-site mitigation required under Forest Conservation Plans.

Sec. 20-41.16 – ~~Waivers~~ Variances.

~~(a) *Procedure.*~~

~~(1)~~ (a) A person may request a ~~waiver~~ variance from the Planning Commission from the provisions of this chapter or the requirements of the Annotated Code of Maryland, Natural Resources Article, Sections 5-1601 through 5-1612, inclusive, if the person demonstrates that enforcement would result in unwarranted hardship to the person.

~~(2)~~ (b) An applicant for a ~~waiver~~ variance shall:

~~a.~~ (1) Describe the special conditions peculiar to the property which would cause the unwarranted hardship;

~~b.~~ (2) Describe how enforcement of these rules will deprive the applicant of rights commonly enjoyed by others in similar areas;

~~c.~~ (3) Verify that the granting of the ~~waiver~~ variance will not confer on the applicant a special privilege that would be denied to other applicants;

~~d.~~ (4) Verify that the ~~waiver~~ variance request is not based on conditions or circumstances which are the result of actions by the applicants;

~~e.~~ (5) Verify that the request does not arise from a condition relating to land or building use, either permitted or nonconforming, on a neighboring property; and

~~f.~~ (6) Verify that the granting of a ~~waiver~~ variance will not adversely affect water quality.

~~(3)~~ (c) The Planning Commission shall make findings that the applicant has met the requirements in paragraphs (1) and (2) of this subsection before the Planning Commission may grant a ~~waiver~~ variance.

Underlining indicates new language added.
Strikethroughs indicate language deleted.
*** * * Asterisks indicate intervening language and section unchanged.***

~~(4)~~ (d) Notice of a request for a ~~waiver~~ variance shall be given to the Maryland Department of Natural Resources within fifteen (15) days of receipt by the Planning Commission of the request for the ~~waiver~~ variance.

~~(5)~~ (e) There is established by this article the right and authority to the Department of Natural Resources to initiate or intervene in an administrative, judicial or other original proceeding or appeal in the state concerning an approval of a ~~waiver~~ variance pursuant to the Annotated Code of Maryland, Natural Resources Article, Sections 5-1601 through 5-1612, inclusive, or this article.

~~(6)~~ (f) An appeal may be taken from the final action of the Planning Commission pursuant to the appeal procedures set forth in Section 20-41.17.

* * *

Sec. 20-41.18 – Annual report.

On or before ~~March 1~~ August 31 of each year, the Department shall submit to the Department of Natural Resources a report of activity for the preceding fiscal year which contains:

* * *

AND, BE IT FURTHER ENACTED AND ORDAINED, that this Ordinance shall take effect on the day of its passage.

PASSED this _____day of _____, 2026.

ATTEST:

_____
SARA A. GREEN, CPM, MMC
City Clerk

_____
BRENCIS D. SMITH
President of the City Council

APPROVED this _____ day of _____, 2026.

_____
KEITH R. SYDNOR
Mayor

___Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

The Honorable G. Rick Wilson, Chair
Dennis Grant, Vice Chairman
Council President Smith, Ex Officio Member
Bill Wellford
Roy Smith
Vacant, Alternate

Christian Pulley, Executive Officer

Jay Measheey, Director
Department of Economic and Community Services

CITY OF LAUREL PLANNING COMMISSION

8103 Sandy Spring Road • Laurel, MD 20707 • 301-725-5300 • Fax: 410-792-2108

Commission Typically Meets Second Tuesday of Each Month

September 18, 2026

To: The Honorable Keith R. Sydnor, Mayor
City of Laurel Councilmembers
From: City of Laurel Planning Commission
Subject: Text Amendment Application No. 271 (Ordinance No. 2058)

At the regular meeting of the City of Laurel Planning Commission, held on September 15, 2026 the following action was taken on the subject draft:

On motion by Mr. Wellford, seconded by Mr. Grant, and carried on a roll call vote of all members present, the Planning Commission **recommended** that the Mayor and City Council **approve** Text Amendment Application No. 271 and proposed Ordinance No. 2058 as presented.

ec: Christian L. Pulley, City Administrator
Nekesha Matlock, Deputy City Administrator
Crystal Hypolite, Chief of Staff
Jay Measheey, Director, Department of Economic & Community Development
Raven Nee, Deputy Director, Department of Economic & Community Development
Sara Green, City Clerk to the Council
Maria Morales, Administrative Assistant II, Office of the Clerk and City Council

CITY OF LAUREL, MARYLAND

ORDINANCE NO. 2059

TEXT AMENDMENT NO. 272

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND TO AMEND THE UNIFIED LAND DEVELOPMENT CODE, CHAPTER 20, "LAND DEVELOPMENT AND SUBDIVISION REGULATIONS;" SECTION 20-2.2, "PLANS, PLATS, AND INFORMATION TO ACCOMPANY APPLICATIONS FOR PERMITS;" SECTION 20-29.3, "DEFINITIONS;" SECTION 20-29.7, "REVIEW PROCEDURE; ADEQUATE PUBLIC FACILITIES;" SECTION 20-29.10, "MANDATORY DEDICATION OR FEE-IN-LIEU OF OPEN SPACE;" SECTION 20-29.12, "GOVERNING APPROVALS;" SECTION 20-30.1, "PRE-APPLICATION;" SECTION 20-30.2, "CONDITIONAL APPROVAL OF PRELIMINARY PLAN;" SECTION 20-30.3, "APPROVAL OF FINAL PLAT;" SECTION 20-30.4, "FEES;" AND SEC. 20-41.2, "DEFINITIONS" IN ORDER TO IMPLEMENT THE MARYLAND HOUSING CERTAINTY ACT.

Sponsored by the President at the request of the Administration.

WHEREAS, the General Assembly of Maryland during its 2026 legislative session passed SB 325 ("the Housing Certainty Act") into law and the Governor signed it; and

WHEREAS, the Housing Certainty Act requires local jurisdictions exercising planning and zoning authority to adopt a local law regulating criteria for review of development applications, guaranteeing certain vested rights to an approved applicant, and establishing when certain impact fees can be collected; and

WHEREAS, the City of Laurel is a local jurisdiction within the State of Maryland that exercises planning and zoning authority; and

WHEREAS, the City of Laurel Planning Commission has recommended certain regulations, guarantees, and schedules;

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, by the Mayor and City Council of Laurel, Maryland that the following sections of the City of Laurel Unified Land Development Code shall be and hereby are amended as follows:

Sec. 20-2.2 - Plans, plats, and information to accompany applications for permits.

Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

(a) Each application for a building permit shall be accompanied by duplicate copies of a site plan or plat drawn to scale, showing:

* * *

(9) ~~As required by this article, s~~Site and landscape plans shall be submitted ~~on twenty-four (24) inches by thirty-six (36) inches paper size~~ electronically through such methods as determined appropriate by the Director of the Department of Economic and Community Development. Plans shall be drawn to a one-inch equals thirty (30) feet scale, or other scale as determined appropriate by the Director of the Department of Economic and Community Development.

(10) Minor alterations to existing buildings may not require the above.

(b) Each application for a use and occupancy permit shall be accompanied by:

(1) ~~Duplicate copies of a~~A site plan or plat, drawn to scale, showing:

* * *

(2) A statement indicating the proposed employment, number of shifts, and maximum number of employees on each shift, if a commercial use is proposed.

* * *

(4) Other information as may be requested by the Planning Commission, Director of the Department of Economic and Community Development, or Director of the Department of the Fire Marshal and Permit Services, or ~~their~~ designee of any of them.

* * *

(4) Each application involving site and landscape plan approval, together with the required information described below, shall be submitted to, and processed by the Department of Economic and Community Development according to a schedule determined by the Director of the Department of Economic and Community Development, in compliance with the requirements of the Maryland Land Use Article and Local Government Article. Such plans shall be referred to all appropriate area agencies or departments for their review and comment.

(5) Approval of a non-residential final site ~~or~~ and landscape plan shall expire two (2) years after the date of such approval unless construction has begun. Construction shall commence with the construction and approval of all footings. This period may be extended for an additional one (1) year by the Director of the Department of Economic and Community Development, or their designee, for good cause. Good cause shall be limited to conditions beyond the control of the applicant such as failure of governmental bodies to review and approve plans in a timely fashion but shall not include failure to obtain financing or other market

___Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

conditions. Approval of a non-residential preliminary site and landscape plan shall expire three (3) years after the date of approval unless a final site and landscape plan has been filed with the Department of Economic and Community Development. For purposes of this subsection, construction shall have begun when footings have been poured for all or a substantial portion of the improvements for which the site ~~or~~ and landscape plans were approved. Upon expiration of the final or preliminary site ~~or~~ and landscape plans pursuant to this subsection, such plans shall thereupon be void and no construction or any other work shall be performed on the site until a new application for site and landscape plan approval has been applied and final approval obtained. Such new application shall be subject to all applicable laws, ordinances, and regulations in existence at the time of ~~such~~ the new application.

(6) Approval of a residential final site and landscape plan shall expire five (5) years after the date of such approval unless construction has begun. Construction shall commence with the construction and approval of all footings. This period may be extended for an additional one (1) year by the Director of the Department of Economic and Community Development for good cause if the Director also finds that an extension furthers the planning and policy goals of the City. Good cause shall be limited to conditions beyond the control of the applicant such as failure of governmental bodies to review and approve plans in a timely fashion but shall not include failure to obtain financing or other market conditions. Approval of a residential preliminary site and landscape plan shall expire three (3) years after the date of approval unless a final site and landscape plan has been filed with the Department of Economic and Community Development. For purposes of this subsection, construction shall have begun when footings have been poured for all or a substantial portion of the improvements for which the site or landscape plans were approved. Upon expiration of the final or preliminary site and landscape plans pursuant to this subsection, such plans shall thereupon be void and no construction or any other work shall be performed on the site until a new application for site and landscape plan approval has been applied and final approval obtained. Such new application shall be subject to all applicable laws, ordinances, and regulations in existence at the time of the new application.

~~(6)~~ (7) The following information shall be required prior to the approval of any such site plan:

* * *

~~(7)~~(8) Where deemed appropriate, the Planning Commission or its designee may require additional information or waive specific requirements of this section due to particular site-specific considerations.

* * *

Underlining indicates new language added.
Strikethroughs indicate language deleted.
* * * ***Asterisks indicate intervening language and section unchanged.***

Sec. 20-29.3 – Definitions.

* * *

Complete application. A housing development project application that includes all materials and information required for final processing and substantive review.

* * *

Consequential deficiencies. Deficiencies in a housing development project application which are so egregious that Department staff are unable to issue a complete technical staff report to the Planning Commission. Examples of consequential deficiencies include but are not limited to errors in calculations, omission of required approval from agencies external to the City, and deficient compliance with the City Landscaping Manual.

* * *

Department. City of Laurel Department of Economic and Community Development.

* * *

Development impact fee. A fee imposed by the City for the purpose of financing one or more of the capital costs of additional or expanded public works, improvements, and facilities required to accommodate new construction or development. Development impact fee includes any monies collected on behalf of another government jurisdiction and forwarded to it for similar purposes.

Director. The Director of the City of Laurel Department of Economic and Community Development, or their designee.

* * *

Final Inspection. The last inspection of a completely built dwelling unit, performed by a City inspector or contracted agent, without which a Use and Occupancy Permit cannot be issued.

* * *

Housing development project. The new construction or substantial renovation of a residential real estate project.

Housing development project application. An application for a building permit, site plan approval, subdivision approval, conceptual plan approval, or any other determination by the Planning Commission relating to a housing development project that has been submitted to the Planning Commission in compliance with the requirements established by them and the Department of Economic and Community Development.

* * *

Underlining indicates new language added.
Strikethroughs indicate language deleted.
* * * ***Asterisks indicate intervening language and section unchanged.***

Phase. A discrete, planned portion of a larger housing development project that:

(a) Is constructed independently of and sequentially with other portions of the project;

(b) Includes twenty-five (25) or more housing units; and

(c) Includes any improvements necessary to function independently from the other portions of the project.

* * *

~~*Plan.*~~ *Subdivision plan.* A plan of subdivision proposed or submitted by the subdivider or developer for approval by the Planning Commission.

* * *

Site and landscape plan. A development plan satisfying the pertinent requirements of this chapter. A site and landscape plan must be submitted as part of a complete application.

* * *

Sec. 20-29.10 – Mandatory dedication or fee-in-lieu of open space.

(g) *Choice of land or fee.*

* * *

c. *Prerequisites for approval of final map.* Where dedication is required, such dedication shall be accomplished in accordance with the provisions of these subdivision regulations. ~~Where fees are required the same shall be deposited with the City prior to the approval of the final tract map.~~

Open space covenants for private park or recreational facilities shall be *submitted to the City prior to approval of the final tract map and shall be* recorded contemporaneously with the final tract map.

d. *Payment of fees.* Where fees are required, the same shall be deposited with the City thirty (30) days prior to the final inspection of the unit for which the fees are assessed. Final inspection will not be scheduled until all fees *have been deposited with the City.*

* * *

~~(h) No plat of subdivision in which a fee is required shall be approved for recording by the Planning Commission until the said fee shall have been paid, or satisfactory assurance of payment shall have been provided.~~

Sec. 20-29.12 – Governing approvals.

Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

(a) The approval, conditional approval, or denial of a housing development project by the Mayor and City Council, the Planning Commission, the Department, and any other City reviewers shall be governed only by the duly adopted laws and regulations in effect at the time of submission of a complete application.

Sec. 20-30.1 – Pre-application.

* * *

(c) Nothing submitted in the required pre-application step shall constitute a complete application under this code or the Maryland Land Use Article.

Sec. 20-30.2 – Conditional approval of preliminary plan.

* * *

(b) ~~Twelve (12) copies~~ An electronic copy of the preliminary plan and supplementary material specified shall be submitted to the Planning Commission with ~~written~~ an application for conditional approval ~~at least ten (10) days prior to the meeting at which it is to be considered~~ according to a schedule published annually by the Director.

(c) Following ~~(1)~~ review of the preliminary plan and other material submitted for ~~conformity thereof to these regulations~~ sufficiency as to information included and within thirty (30) days after receipt thereof, the Director shall make a determination as to whether the application is a complete application. Such determination is a ministerial task and does not constitute approval of the proposals included in the application.

(d) After making a determination, the Director shall promptly notify the applicant of the determination and the date of the determination. If the Director has determined that the application is not a complete application, the Director shall provide the applicant with a list of deficiencies and a reasonable time frame for curing the deficiencies.

(e) If the Director fails to notify an applicant of the determination regarding completeness of a housing development application within thirty-five (35) days after receipt of the application, the application is deemed to be a complete application for purposes of Sec. 20-29.12.

~~(c)~~(f) Following (1) review of the preliminary plan and other material submitted for conformity thereof to these regulations, and (2) negotiations with the subdivider on changes deemed advisable and the kind and extent of improvements to be made by him/her, the Planning Commission shall, within thirty (30) days, act thereon as submitted, or modified, and if approved, the Planning Commission shall express its approval as conditional approval and state the conditions of such approval, if any, or if disapproved, shall express its disapproval and its reasons therefore.

~~(d)~~ (g) The action of the Planning Commission shall be noted ~~on three (3) copies of the preliminary plan~~ in a memorandum prepared by the Secretary to the Planning

Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

Commission, referenced, and attached to any conditions determined. ~~One (1) copy shall be returned~~ Electronic copies of the memorandum shall be sent to the subdivider, ~~and two (2) copies will be retained for the files of the Commission~~ uploaded to the digital plan management system, and provided to the Washington Suburban Sanitary Commission (W.S.S.C.)~~, respectively~~.

~~(e)~~ (h) Conditional approval of a preliminary plan shall not constitute approval of the final plat (subdivision plat). Rather, it shall be deemed an expression of approval to the layout submitted on the preliminary plan as a guide to the preparation of the final plat which will be submitted for approval of the Planning Commission and for recording upon fulfillment of the requirements of these regulations and the conditions of the conditional approval, if any.

~~(f)~~ (i) The Commission, in studying the preliminary subdivision plan, will take into consideration the requirements of the community and the best use of the land being subdivided. Particular attention will be given to width, arrangement and location of streets, surface drainage, lot sizes, and arrangements, as well as any comprehensive plan, Master Plan, or General Plan requirements such as parks, school sites, boulevards, main highways, public hearings, and other public purposes. Adequate street connections will be required to ~~insure~~ ensure free access to adjoining subdivisions and lands.

~~(g)~~ (j) If the preliminary subdivision plat is approved with modification, the subdivider shall proceed promptly to prepare the final subdivision plat. Unless a final subdivision plan, prepared in accordance with the approved preliminary subdivision plat and including the modifications thereof, if any, made by the Commission, is filed with the Commission within the following stipulated time periods after the approval of the preliminary subdivision plat, the Commission's approval shall be deemed canceled unless an extension of time is applied for and granted by the Commission. Failure by the subdivider to prepare the final subdivision plan within the stipulated time periods, or extension period if granted by the Commission, shall end the process that may have culminated in the completion of a housing development project for purposes of Title 12, Subtitle 2 of the Maryland Land Use Article.

~~(h)~~ (k) Extensions of the validity of an approved preliminary plat may be granted by the Commission provided:

(1) The request ~~if~~ is filed prior to the expiration of the preliminary plat approval;

(2) The preliminary plat remains in conformance with ~~all~~ the relevant requirements of Article I~~, Zoning Regulations, to the subject property~~ of this chapter, being those in force at the time the complete application was submitted to the Planning Commission;

* * *

Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

(7) The validity of a preliminary plat consisting of more than four hundred (400) residentially zone lots or more than one hundred fifty (150) gross acres of commercially or industrially zoned land or land designated for nonresidential uses in any M-X-T Zone which has a staging plan shall not be extended more than two (2) years from the normal expiration of the approved preliminary plat.

~~a.~~ An extension of up to two (2) years from the expiration of an approved preliminary plat may be granted by the Commission provided:

~~i.~~ a. Public infrastructure, which was determined to be the developer's responsibility in accordance with the requirements of Division 4, Required Improvements, of this article has been constructed by the developer in order to accommodate all stages of the development; or

~~ii.~~ b. The developer has been proceeding in a diligent manner to comply with the staging plan and has been unable, through no fault of the developer, to complete development within the time frame specified; or

~~iii.~~ c. The staging plan cannot be met as a result of government failure to extend necessary services or infrastructure.

(8) The validity of a Planned Unit Development approved in accordance with this article and Article 1, Zoning, Section 20-10, Planned Unit Development—Existing, shall not be extended more than two (2) years from the normal expiration of the approved preliminary planned unit development subdivision.

~~a.~~ An extension of up to two (2) years from the expiration of an approved preliminary planned unit development subdivision may be granted upon the applicant's submission to the Planning Commission of a letter from a permitting agency (including, but not limited to, the Washington Suburban Sanitary Commission, Maryland ~~Department of~~ Water ~~Resources~~ and Sciences Administration, Prince George's County Department of Environmental Resources) indicating;

~~i.~~ a. The date of application for the required permit;

~~ii.~~ b. That the issuance of the required permit is delayed because of circumstances beyond the control of the applicant; and

~~iii.~~ c. The approximate date of the issuance of the required permit.

Sec. 20-30.3 – Approval of final plat.

* * *

(b) Application for approval of the final plat shall be submitted in writing to the Planning Commission ~~at least ten (10) days prior to the meeting at which it is to be considered~~ according to a schedule published annually by the Director.

Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

(c) ~~Twelve (12) copies~~ An electronic copy of the final plat and other exhibits required for approval shall be prepared as specified in Division 2 of this article and shall be submitted to the Planning Commission within twelve (12) months from the original date of the approval of the preliminary plat; otherwise, such approval shall become null and void unless an extension of time is applied for and granted by the Planning Commission pursuant to the provisions of Subsection 20-30.2~~(h)~~ (k) above. Failure by the subdivider to submit the application for final plat approval within the stipulated time period, or extension period if granted by the Commission, shall end the process that may have culminated in the completion of a housing development project for purposes of Title 12, Subtitle 2 of the Maryland Land Use Article.

* * *

(f) The final plat(s) shall be signed and sealed by the surveyor and recorded among the Land Records of Prince George's County, Maryland, within one hundred eighty (180) days of the Planning Commission's approval. Any final plat of subdivision not recorded within one hundred eighty (180) days shall no longer be valid. Failure by the subdivider to record the final plat among the Land Records of Prince George's County, Maryland within the stipulated time period shall end the process that may have culminated in the completion of a housing development project for purposes of Title 12, Subtitle 2 of the Maryland Land Use Article.

Sec. 20-30.4 – Fees.

The Mayor shall set the fees for activities and services performed by the Department of Economic and Community Development, ~~and~~ Public Works, or any City Department in carrying out their responsibilities under this article. Fees shall be subject to review and revision periodically as experience dictates to ~~insure~~ ensure that the fees are equitable and in line with the costs of administration. Fees for activities and services performed by the Departments while carrying out their responsibilities under this article are not development impact fees.

* * *

Sec. 20-41.2 – Definitions.

* * *

Forest Conservation Plan means a plan approved pursuant to Section 20-41.6. The Mayor and Council hereby declare that application for Forest Conservation Plan approval is not a housing development project application as described by the Maryland Land Use Article.

AND, BE IT FURTHER ENACTED AND ORDAINED, that this Ordinance shall take effect on the day of its passage.

___Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

PASSED this _____day of _____, 2026.

ATTEST:

_____
SARA A. GREEN, CPM, MMC
City Clerk

_____
BRENCIS D. SMITH
President of the City Council

APPROVED this _____ day of _____, 2026.

_____
KEITH R. SYDNOR
Mayor

___Underlining indicates new language added.
Strikethroughs indicate language deleted.
**** * * Asterisks indicate intervening language and section unchanged.***

The Honorable G. Rick Wilson, Chair
Dennis Grant, Vice Chairman
Council President Smith, Ex Officio Member
Bill Wellford
Roy Smith
Vacant, Alternate

Christian Pulley, Executive Officer

Jay Measheey, Director
Department of Economic and Community Services

CITY OF LAUREL PLANNING COMMISSION

8103 Sandy Spring Road • Laurel, MD 20707 • 301-725-5300 • Fax: 410-792-2108

Commission Typically Meets Second Tuesday of Each Month

September 18, 2026

To: The Honorable Keith R. Sydnor, Mayor
City of Laurel Councilmembers
From: City of Laurel Planning Commission
Subject: Text Amendment Application No. 272 (Ordinance No. 2059)

At the regular meeting of the City of Laurel Planning Commission, held on September 15, 2026 the following action was taken on the subject draft:

On motion by Mr. Smith, seconded by Mr. Grant, and carried on a roll call vote of all members present, the Planning Commission **recommended** that the Mayor and City Council **approve** Text Amendment Application No. 272 and proposed Ordinance No. 2059 as presented.

ec: Christian L. Pulley, City Administrator
Nekesha Matlock, Deputy City Administrator
Crystal Hypolite, Chief of Staff
Jay Measheey, Director, Department of Economic & Community Development
Raven Nee, Deputy Director, Department of Economic & Community Development
Sara Green, City Clerk to the Council
Maria Morales, Administrative Assistant II, Office of the Clerk and City Council

CITY OF LAUREL, MARYLAND

ORDINANCE NO. 2060
(Revised 09/03/2026)

AN ORDINANCE AMENDING THE GENERAL OPERATING BUDGET AND CAPITAL IMPROVEMENT PROGRAM OF THE MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND, FOR THE FISCAL YEAR JULY 1, 2026 THROUGH JUNE 30, 2027 AND TO PROVIDE AN EFFECTIVE DATE

Sponsored by the City Council President at the request of the Administration.

WHEREAS, the FY2027 General Operating Budget and Capital Improvement Program (CIP) was adopted on May 27, 2026 through Ordinance No. 2055, and

WHEREAS, the Department of Economic and Community Development has been awarded a State of Maryland Department of Housing and Community Development grant for business events and marketing, and

WHEREAS, the Department of Economic and Community Development – Sustainability Programs has been awarded State of Maryland Department of Agriculture grants to fund staffing at the City of Laurel Farmer's Market as well as Maryland Money Market match funding for market food purchasing assistance, and

WHEREAS, the Department of Economic and Community Development – Sustainability Programs has been awarded a grant by the Chesapeake Bay Trust to construct an outdoor educational pavilion and educational programming on sustainable behaviors and community preparedness, and

WHEREAS, the Department of Human Services – Craig A. Moe Laurel Multiservice Center Programs has been awarded State of Maryland funding to provide assistance to the Backstretch Workers from Laurel Park Racecourse, and

WHEREAS, the Department of Human Services – Laurel Helping Hands has been awarded State of Maryland program funding via Maryland Association of Youth Services Bureaus, and

WHEREAS, in the Capital Improvement Program, the remaining funds from the completion of certain street projects will be reallocated to increase the funding for another existing street project, and

WHEREAS, the Mayor and City Council of Laurel, Maryland are required to amend the FY2027 General Operating Budget and CIP to reflect these changes.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, by the Mayor and City Council of Laurel, Maryland that the General Operating Budget and CIP for the Fiscal Year July 1, 2026 through June 30, 2027 is hereby amended.

AND, BE IT FURTHER ENACTED AND ORDAINED, that this Ordinance shall take effect on the date of its passage.

GENERAL OPERATING BUDGET
REVENUES

	ADOPTED ORD 2055	CHANGES	AMENDED ORD 2060	
4010 - R/E TAX REVENUE	$31,886,425		$31,886,425	
4030 - PERSONAL PROP TAX	1,315,000		1,315,000	
4040 - PERSONAL PROP-INT/PENTALTY	40,000		40,000	
4050 - LOCAL TAXES	5,500,000		5,500,000	
4060 - OTHER LOCAL TAXES	2,210,857		2,210,857	
4110 - LICENSES	662,850		662,850	
4130 - PERMITS	330,159		330,159	
4210 - FEDERAL GRANTS	28,000		28,000	
4230 - STATE GRANTS	778,775	70,287	849,062	A, B, C, D
4250 - COUNTY GRANTS	146,362		146,362	
4260 - OTHER GRANTS	75,000		75,000	
4310 - GENERAL GOV'T SERVICE CH	135,250		135,250	
4340 - SANITATION SERVICE CHGS	176,000		176,000	
4350 - SERVICE CHARGE-HEALTH	10,000		10,000	
4370 - FACILITY RENTALS	170,790		170,790	
4411 - SWIMMING POOL FEES	130,510		130,510	
4413 - RECREATION PROGRAM FEES	99,500		99,500	
4415 - P&R ACTIVITY FEES	99,000		99,000	
4417 - P&R CONCESSION FEES	26,500		26,500	
4430 - SENIOR PROGRAM FEES	18,500		18,500	
4620 - POLICE FINES	2,896,600		2,896,600	
4630 - CODE ENFORCEMENT FINES	12,250		12,250	
4710 - INVESTMENT INTEREST	299,500		432,320	
4720 - RENTAL INCOME	18,963		18,963	
4730 - CONTRIBUTIONS/DONATIONS	600		600	
4740 - SALE OF PROPERTY	14,500		14,500	
4750 - MISC REFUNDS AND REBATES	113,256		113,256	
4761 - POLICE ACCT RECEIPTS	60,000		60,000	
4790 - OTHER MISC REVENUES	1,113,866		1,113,866	
4840 - FUND TRANSFER	878,298		878,298	
	$49,247,311	**$70,287**	**$49,317,598**	

EXPENDITURES

	ADOPTED ORD 2055	CHANGES	AMENDED ORD 2060
201 - CITY COUNCIL	$128,300		$128,300
205 - CLERK TO THE COUNCIL	255,046		255,046
210 - MAYOR	662,891		662,891

215 - CITY ADMINISTRATOR	686,941		686,941	
220 - ELECTIONS	25,000		25,000	
225 - BUDGET & PERSONNEL SVCS	1,473,250		1,473,250	
235 - COMMUNICATIONS	1,014,623		1,014,623	
240 - ECONOMIC & COMMUNITY DEV	854,027	15,653	986,847	A
244 - SUSTAINABILITY PROGRAMS	87,538	4,348	107,629	B
250 - INFORMATION TECHNOLOGY	3,599,384		3,599,384	
270 - COMMUNITY PROMOTION	223,287		223,287	
280 - GROUNDS MAINTENANCE	892,114		892,114	
281 - JOSEPH R. ROBISON - LAUREL MUNICIPAL CENTER	204,250		204,250	
284 - PUBLIC WORKS FACILITY	156,034		156,034	
285 - ROBERT J. DIPIETRO COMMUNITY CENTER	170,069		170,069	
286 - ARMORY COMMUNITY CENTER	124,950		124,950	
287 - LAUREL MUSEUM	17,245		17,245	
288 - GUDE LAKEHOUSE	38,250		38,250	
289 - MAIN ST. POOL MAINTENANC	90,720		90,720	
290 - LPD FACILITY	343,772		343,772	
291 - GREENVIEW DR REC COMPLEX	54,155		54,155	
292 - P&R MAINTENANCE FACILITY	53,520		53,520	
293 - GUDE HOUSE	72,703		72,703	
294 - CRAIG A. MOE LAUREL MULITSERVICE CENTER-MAINTENANCE	264,259		264,259	
295 - 114 LAFAYETTE AVE	47,100		47,100	
296 - 122 LAFAYETTE AVE	131,796		131,796	
301 - POLICE	15,367,098		15,367,098	
320 - FIRE MARSHAL & PERMIT SV	1,013,321		1,013,321	
325 - EMERGENCY MANAGEMENT	700,924		700,924	
326 - HUMAN SERVICES-CRAIG A. MOE LAUREL MULTISERVICE CENTER-PRGMS	602,135	26,786	628,921	C
401 - PUBLIC WORKS ADMIN	755,420		755,420	
410 - AUTOMOTIVE MAINTENANCE	1,242,367		1,242,367	
415 - WASTE COLLECTION	1,515,777		1,515,777	
420 - RECYCLING	663,443		663,443	
425 - HIGHWAYS & STREETS MAINT	1,102,140		1,102,140	
430 - SNOW REMOVAL	186,226		186,226	
435 - STREET LIGHTING	292,950		292,950	
440 - ENGINEERING&TECH SERVICES	276,336		276,336	
445 - TRAFFIC ENGINEERING	96,275		96,275	
450 - TREE MANAGEMENT	133,477		133,477	
501 - PARKS & RECREATION ADMIN	1,054,440		1,054,440	
505 - RECREATION	550,902		550,902	
510 - MAIN ST POOL PROGRAMS	310,944		310,944	
515 - ROBERT J. DIPIETRO COMMUNITY CENTER	313,354		313,354	
520 - GREENVIEW DR PROGRAMS	103,890		103,890	
525 - ARMORY COMMUNITY CTR PROG	203,215		203,215	
530 - HUMAN SERVICES-LAUREL HELPING HANDS	251,875	23,500	275,375	D
535 - GUDE LAKEHOUSE PROGRAMS	28,916		28,916	
550 - SENIOR SERVICES	281,702		281,702	
650 - PRINCIPAL	681,027		681,027	
651 - INTEREST	400,920		400,920	
652 - RETIREMENT	2,327,123		2,327,123	
654 - PROPERTY INSURANCE	731,189		731,189	
655 - BONDING INSURANCE	30,200		30,200	
656 - EMPLOYEE INSURANCE	4,718,176		4,718,176	
657 - MISC FINANCIAL USES	1,043,009		1,043,009	
658 - SPECIAL TAXING DISTRICT	365,000		365,000	
659 - AMERICAN RESCUE PLAN PROG	0		0	

810 - EMPLOYEE TRAINING	199,979		199,979
820 - EMPLOYEE TUITION	32,337		32,337
	$49,247,311	**$70,287**	**$49,317,598**

CAPITAL IMPROVEMENT PROGRAM

	CURRENT BUDGET	CHANGES	AMENDED ORD 2060	
EIGHTH STREET	$314,930	($5,815)	$309,115	
CARRIAGE HILL DRIVE/LANE	273,495	(92,375)	181,120	
VAN DUSEN ROAD	3,411,900	98,190	3,510,090	
ENVIRONMENTAL PROGRAMS	23,512	20,000	43,512	E
	$4,023,837	**$20,000**	**$4,043,837**	

PASSED this _____ day of _____, 2026.

ATTEST:

_____
SARA A. GREEN, CPM, MMC
City Clerk

_____
BRENCIS D. SMITH
President of the City Council

APPROVED this _____ day of _____, 2026.

_____
KEITH R. SYDNOR
Mayor

CITY OF LAUREL, MARYLAND

ORDINANCE NO. 2061

AN ORDINANCE AMENDING THE GENERAL OPERATING BUDGET AND CAPITAL IMPROVEMENT PROGRAM OF THE MAYOR AND CITY COUNCIL OF LAUREL, MARYLAND, FOR THE FISCAL YEAR JULY 1, 2025 THROUGH JUNE 30, 2026 AND TO PROVIDE AN EFFECTIVE DATE

Sponsored by the City Council President at the request of the Administration.

WHEREAS, the FY2026 General Operating Budget and Capital Improvement Program (CIP) was adopted on May 28, 2025 through Ordinance No. 2041 and subsequently amended through Ordinance No. 2049, Ordinance No. 2051, Ordinance No. 2053, and Ordinance No. 2056, and

WHEREAS, additional transit overlay taxes were collected and shall be appropriated, and

WHEREAS, American Rescue Plan (ARPA) expenditures of the fiscal year shall be appropriated , and

WHEREAS, insurance proceeds shall be appropriated for repairs and vehicle replacements, and

WHEREAS, the financial activities of the July 4th Committee shall be reflected in the budget, and

WHEREAS, additional funding is needed for legal, utilities and repair expenses, and

WHEREAS, a funding appropriation is needed for facility operating expenses at 114 and 122 Lafayette Avenue, and

WHEREAS, there are interdepartmental transfers for purchases, repairs, and training, and

WHEREAS, additional funding is needed for projects in the CIP, and

WHEREAS, the additional CIP funding shall be reauthorized for FY2027, and

WHEREAS, the Mayor and City Council of Laurel, Maryland are required to amend the FY2026 General Operating Budget and CIP to reflect these changes.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, by the Mayor and City Council of Laurel, Maryland that the General Operating Budget and CIP for the Fiscal Year July 1, 2025 through June 30, 2026 is hereby amended.

AND, BE IT FURTHER ENACTED AND ORDAINED, that this Ordinance shall take effect on the date of its passage.

GENERAL OPERATING BUDGET	AMENDED ORD2056	BUDGET TRANSFERS	CHANGES	AMENDED ORD2061
REVENUE SUBCATEGORY DESCRIPTION				
4010 - R/E TAX REVENUE	30,501,060		22,165	30,523,225
4030 - PERSONAL PROP TAX	1,345,000			1,345,000
4040 - PERSONAL PROP-INT/PENTALTY	40,000			40,000
4050 - LOCAL TAXES	4,850,000			4,850,000
4060 - OTHER LOCAL TAXES	1,979,771			1,979,771
4110 - LICENSES	756,350			756,350
4130 - PERMITS	334,975			334,975
4210 - FEDERAL GRANTS	23,000		280,795	303,795
4230 - STATE GRANTS	834,778			834,778
4250 - COUNTY GRANTS	448,362			448,362
4310 - GENERAL GOV'T SERVICE CH	150,797			150,797
4340 - SANITATION SERVICE CHGS	176,000			176,000
4350 - SERVICE CHARGE-HEALTH	10,000			10,000
4370 - FACILITY RENTALS	163,890			163,890
4411 - SWIMMING POOL FEES	135,010			135,010
4413 - RECREATION PROGRAM FEES	83,500			83,500
4415 - P&R ACTIVITY FEES	89,500			89,500
4417 - P&R CONCESSION FEES	25,000			25,000
4430 - SENIOR PROGRAM FEES	16,500			16,500
4620 - POLICE FINES	2,780,600			2,780,600
4630 - CODE ENFORCEMENT FINES	12,250			12,250
4710 - INVESTMENT INTEREST	351,300			351,300
4720 - RENTAL INCOME	18,963			18,963
4730 - CONTRIBUTIONS/DONATIONS	600			600
4740 - SALE OF PROPERTY	14,500			14,500
4750 - MISC REFUNDS AND REBATES	86,780		79,743	166,523
4761 - POLICE ACCT RECEIPTS	404,150			404,150
4790 - OTHER MISC REVENUES	487,474		6,113	493,587
4840 - FUND TRANSFER	7,617,660			7,617,660
	$53,737,770		**$388,816**	**$54,126,586**

DEPARTMENT EXPENDITURE SUMMARY	AMENDED ORD2056	BUDGET TRANSFERS	CHANGES	AMENDED ORD2061
201 - CITY COUNCIL	115,109			115,109
205 - CLERK TO THE COUNCIL	232,642			232,642
210 - MAYOR	657,833		(35,000)	622,833
215 - CITY ADMINISTRATOR	638,427		43,832	682,259
220 - ELECTIONS	88,090		(8,832)	79,258
225 - BUDGET & PERSONNEL SVCS	1,313,593			1,313,593
235 - COMMUNICATIONS	783,860			783,860
240 - ECONOMIC & COMMUNITY DEV	1,082,442			1,082,442
244 - SUSTAINABILITY PROGRAMS	106,727			106,727
250 - INFORMATION TECHNOLOGY	2,967,093	348		2,967,441
270 - COMMUNITY PROMOTION	151,916		6,113	158,029
280 - GROUNDS MAINTENANCE	951,880	13,000		964,880
281 - JOSEPH R. ROBISON - LAUREL MUNICIPAL CTR	195,918			195,918
284 - PUBLIC WORKS FACILITY	151,927			151,927

285 - ROBERT J. DIPIETRO COMMUNITY CENTER	199,513			199,513
286 - ARMORY COMMUNITY CENTER	124,252			124,252
287 - LAUREL MUSEUM	19,045			19,045
288 - GUDE LAKEHOUSE	37,850			37,850
289 - MAIN ST. POOL MAINTENANC	91,320			91,320
290 - LPD FACILITY	332,598			332,598
291 - GREENVIEW DR REC COMPLEX	53,355			53,355
292 - P&R MAINTENANCE FACILITY	52,020			52,020
293 - GUDE HOUSE	83,991			83,991
294 - LAUREL MULITSERVICE CENTER-MAINTENANCE	301,298	(13,000)	(34,125)	254,173
295 - 114 LAFAYETTE AVE PROPERTY	0		1,125	1,125
296 - 122 LAFAYETTE AVE PROPERTY	0		33,000	33,000
301 - POLICE	14,327,069	(6,525)		14,320,544
320 - FIRE MARSHAL & PERMIT SV	903,149			903,149
325 - EMERGENCY MANAGEMENT	711,345			711,345
326 - HUMAN SERVICES-LMSC-PROGRAMS	561,254			561,254
401 - PUBLIC WORKS ADMIN	724,913		(10,000)	714,913
410 - AUTOMOTIVE MAINTENANCE	1,214,348	8,588	101,152	1,324,088
415 - WASTE COLLECTION	1,358,292			1,358,292
420 - RECYCLING	587,391			587,391
425 - HIGHWAYS & STREETS MAINT	1,144,792			1,144,792
430 - SNOW REMOVAL	166,155	(11,238)	(52,566)	102,351
435 - STREET LIGHTING	278,970	7,840	10,000	296,810
440 - ENGINEERING&TECH SERVICES	263,873			263,873
445 - TRAFFIC ENGINEERING	194,804			194,804
450 - TREE MANAGEMENT	98,992	(5,190)		93,802
501 - PARKS & RECREATION ADMIN	920,642			920,642
505 - RECREATION	542,926			542,926
510 - MAIN ST POOL PROGRAMS	330,813			330,813
515 - ROBERT J. DIPIETRO COMMUNITY CENTER	341,459			341,459
520 - GREENVIEW DR PROGRAMS	109,878			109,878
525 - ARMORY COMMUNITY CTR PROG	219,522			219,522
530 - HUMAN SERVICES-LAUREL HELPING HANDS	239,771			239,771
535 - GUDE LAKEHOUSE PROGRAMS	32,827			32,827
550 - SENIOR SERVICES	282,535			282,535
650 - PRINCIPAL	2,860,923			2,860,923
651 - INTEREST	265,347			265,347
652 - RETIREMENT	2,548,030			2,548,030
654 - PROPERTY INSURANCE	550,764		(15,000)	535,764
655 - BONDING INSURANCE	29,600			29,600
656 - EMPLOYEE INSURANCE	4,569,615		15,000	4,584,615
657 - MISC FINANCIAL USES	6,103,582		31,157	6,134,739
658 - SPECIAL TAXING DISTRICT	350,000		22,165	372,165
659 - AMERICAN RESCUE PLAN PROG	0		280,795	280,795
810 - EMPLOYEE TRAINING	154,535	6,177		160,712
820 - EMPLOYEE TUITION	16,955			16,955
	$53,737,770	**$0**	**$388,816**	**$54,126,586**

CAPITAL IMPROVEMENT PROGRAM

PROJECT	AMENDED ORD2056	CHANGES	AMENDED ORD2061
STAGGERS ROAD	$279,634	85,000	$364,634
FLEET	$280,757	31,157	$311,914
TOTAL CIP CHANGES	**$560,391**	**$116,157**	**$676,548**

PASSED this _____ day of _____, 2026.

ATTEST:

_____
SARA A. GREEN, CPM, MMC
City Clerk

_____
BRENCIS D. SMITH
President of the City Council

APPROVED this _____ day of _____, 2026.

_____
KEITH R. SYDNOR
Mayor