

# NOTICE

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## Office of Planning & Zoning

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*Planning & Zoning  
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### New Transportation Section for Development Review

Starting July 1, 2021, transportation and traffic review for all development projects will be handled by the Office of Planning and Zoning.

The new Transportation Review Team will review scoping requests for proposed projects, Transportation Impact Fee Credit Agreement (TIFCA), Traffic Impact Studies (TIS) review, mitigation review, Adequate Public Facilities (APF) for roads, and Bicycle Pedestrian Transit Assessment (BPTA) review. The Team will be involved in current transportation planning issues such as code amendments, design manual updates, and implementation of bicycle / pedestrian / transit improvements.

The contact for this team is Margaret Kaii-Ziegler. She can be reached at [mziegler@aacounty.org](mailto:mziegler@aacounty.org).

New submittal checklists are posted on the Office of Planning and Zoning's [website](#).

The reorganization will streamline the review process by eliminating duplication of effort by multiple agencies and providing a one-stop shop for customer and public inquiries.



M A R Y L A N D

Office of Planning and Zoning

*Steve Kaii-Ziegler AICP, Planning and Zoning Officer***MEMORANDUM**

TO: MBIA, Review Agencies, and the General Public

FROM: Steve Kaii-Ziegler, AICP, Planning and Zoning Officer *SKZ*

SUBJECT: New Transportation Section for Development Review

DATE: June 28, 2021

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This Green Notice is to notify interested parties of the reorganization involving the transportation review of all development projects. Starting July 1, 2021, the Office of Planning and Zoning will expand to include a new team in the Development Division for transportation and traffic reviews. The new Transportation Review Team will be composed of existing staff from other County offices, including two traffic engineers from the Department of Inspection and Permits and three planners from the Office of Transportation.

The purpose of this reorganization is to eliminate duplication of effort by departments and streamline the review process. The new team will handle traffic and transportation reviews previously handled by the Office of Transportation and the Department of Inspections and Permits, including all Road Adequate Public Facilities (APF) reviews, scoping requests and traffic reviews, TIFCA, TIS review, mitigation review, and BPTA reviews. The team will be involved in current transportation planning issues such as code amendments, design manual update, and implementation of bicycle / pedestrian / transit improvements. This reorganization will also provide a central location for all customer and public inquiries regarding development of transportation projects and improve communication between departments.

The Administrator who will manage the Development Division's Transportation Section is Margaret Kaii-Ziegler ([mziegler@aacounty.org](mailto:mziegler@aacounty.org)).

Revised checklists can be found on the Office of Planning and Zoning website:

<https://www.aacounty.org/departments/planning-and-zoning/forms-and-publications/index.html#development>.