

PROPOSED

COUNTY COUNCIL OF ANNE ARUNDEL COUNTY, MARYLAND

Legislative Session 2026, Legislative Day No. 16

Bill No. 70-26

Introduced by Ms. Hummer, Chair
(by request of the County Executive)

By the County Council, September 8, 2026

Introduced and first read on September 8, 2026
Public Hearing set for October 5, 2026
Bill Expires November 1, 2026

By Order: Kaley Schultze, Administrative Officer

A BILL ENTITLED

1 AN ORDINANCE concerning: Boards, Commissions, and Similar Bodies – Subdivision
2 and Development – Concept Plan

3
4 FOR the purpose of requiring the Odenton Town Center Advisory Committee to review
5 and make advisory opinions on certain concept plans; establishing an optional concept
6 plan process in lieu of a sketch plan or preliminary plan in certain circumstances,
7 establishing an application fee for and a review process of concepts plan applications;
8 requiring concept plan applications be posted on the County’s webpage; allowing a
9 developer to proceed directly to a final plan or site development plan application after
10 following a certain concept plan application process; and generally relating to boards,
11 commissions, and similar bodies and subdivision and development.

12
13 BY repealing and reenacting, with amendments: §§ 3-14-101(e), (g), and (i); 17-2-
14 110(a)(1); 17-3-201(a); 17-3-301(a); 17-4-201(a); and 17-11-101
15 Anne Arundel County Code (2005, as amended)

16
17 BY adding: § 17-13-101 to be under the new title “Title 13. Concept Plan”
18 Anne Arundel County Code (2005, as amended)

19
20 SECTION 1. *Be it enacted by the County Council of Anne Arundel County, Maryland,*
21 That Section(s) of the Anne Arundel County Code (2005, as amended) read as follows:

EXPLANATION: CAPITALS indicate new matter added to existing law and taglines.
[[Brackets]] indicate matter deleted from existing law and taglines.
Captions and taglines in **bold** in this bill are catchwords and are not law.
Asterisks *** indicate existing Code provisions in a list or chart that remain unchanged.

ARTICLE 3. BOARDS, COMMISSIONS, AND SIMILAR BODIES

TITLE 14. ODENTON TOWN CENTER ADVISORY COMMITTEE.

3-14-101. Odenton Town Center Advisory Committee.

(e) Meetings.

(1) The Committee shall meet on a regular basis as frequently as required to perform its duties. All meetings shall comply with the Maryland Open Meetings Act and this Code.

(2) The Committee shall hold meetings to review all applications for sketch plans, ~~[[or]]~~ preliminary plans, CONCEPT PLANS, OR incentive program applications, revisions or updates to the Odenton Town Center Master Plan, and the Odenton Town Center Annual Report prepared by the Office of Planning and Zoning.

(3) If a developer is required to hold a community meeting pursuant to § 17-2-107 of this Code, the community meeting may be held in conjunction with a Committee meeting.

(g) Development application submittals; notice.

(1) A developer shall submit all sketch plans, preliminary plans, CONCEPT PLANS, final plans, site development plans, or incentive program applications to the Committee.

(2) A developer shall present a sketch plan, preliminary plan, CONCEPT PLAN, or ~~[[an]]~~ incentive program application at a meeting of the Committee prior to submittal to the Office of Planning and Zoning or at the next meeting immediately following submittal.

(i) Duties.

(1) The Committee shall adopt rules and regulations to govern procedures for its meetings.

(2) The Committee shall make written advisory recommendations to the Office of Planning and Zoning on:

(i) an application for approval of a sketch plan, preliminary plan, CONCEPT PLAN, or incentive program application, indicating whether an application is consistent with the goals of the Odenton Town Center Master Plan;

(ii) any modifications, revisions, or updates to the Odenton Town Center Master Plan; and

(iii) the Odenton Town Center Annual Report.

ARTICLE 17. SUBDIVISION AND DEVELOPMENT

TITLE 2. GENERAL PROVISIONS

17-2-110. County webpage notices.

(a) **Requirements for posting.** The Office of Planning and Zoning regularly shall cause the following to be posted on the County's webpage:

(1) notice of applications for subdivision, ~~[[or]]~~ modification, OR CONCEPT PLAN;

TITLE 3. SUBDIVISION

17-3-201. Sketch plan application.

(a) **Generally.** Unless a modification of the requirement for the filing of an application for sketch plan approval is granted OR A DEVELOPER FOLLOWS THE PROCESS FOR A CONCEPT PLAN AS SET FORTH IN § 17-13-101, a subdivision other than a minor subdivision shall be initiated by filing an application for sketch plan approval prepared by and under the seal of a qualified professional.

17-3-301. Final plan application.

(a) **Generally.** A minor subdivision is initiated by the filing of an application for final plan approval. All other subdivisions are initiated by an application for sketch plan approval, UNLESS A DEVELOPER FOLLOWS THE PROCESS FOR A CONCEPT PLAN AS SET FORTH IN § 17-13-101. Final plan review of subdivisions other than minor subdivisions may only proceed after the sketch plan has been approved, ~~[[or]]~~ the Planning and Zoning Officer has granted a modification to eliminate the sketch plan review requirement, OR A DEVELOPER FOLLOWS THE PROCESS FOR A CONCEPT PLAN AS SET FORTH IN § 17-13-101. An application for final plan approval shall be prepared by and under the seal of a qualified professional.

TITLE 4. SITE DEVELOPMENT

17-4-201. Preliminary plan.

(a) **Generally.** UNLESS A DEVELOPER FOLLOWS THE PROCESS FOR A CONCEPT PLAN AS SET FORTH IN § 17-13-101, ~~[[A]]~~ A developer shall file a preliminary plan prior to submitting an application for a site development plan and prior to submitting an application for a grading or building permit. UNLESS A DEVELOPER FOLLOWS THE PROCESS FOR A CONCEPT PLAN AS SET FORTH IN § 17-13-101, ~~[[A]]~~ A developer shall also file with the Office of Planning and Zoning a preliminary plan for development that does not require a permit.

TITLE 11. FEES AND SECURITY

17-11-101. Fees and security.

The following fees shall be paid and security given as provided in the following chart, except that fees paid on an application governed by the law as it existed prior to May 12, 2005 shall be credited against the fees in the following chart if the application is withdrawn and a new application is filed under this article:

Category	Fee or Security

Clearing in violation of critical area law	\$1.50 per square foot of mitigation required
CONCEPT PLAN	\$500

TITLE 13. CONCEPT PLAN

17-13-101. CONCEPT PLAN PROCESS.

(A) **SCOPE.** THIS SECTION DOES NOT APPLY TO REDEVELOPMENT UNDER SUBTITLES 3 OR 12 OF TITLE 7.

(B) **CONCEPT PLAN.** IN LIEU OF AN APPLICATION FOR A SKETCH PLAN OR PRELIMINARY PLAN, AN APPLICANT MAY SUBMIT A CONCEPT PLAN THAT MEETS THE REQUIREMENTS OF THE CONCEPT PLAN CHECKLIST PROVIDED BY THE OFFICE OF PLANNING AND ZONING.

(C) **PRE-APPLICATION MEETING.** PRIOR TO SUBMITTING A CONCEPT PLAN APPLICATION, THE APPLICANT SHALL PROVIDE A CONCEPT PLAN THAT MEETS THE REQUIREMENTS OF THE CONCEPT PLAN CHECKLIST PROVIDED BY THE OFFICE OF PLANNING AND ZONING, AND SCHEDULE AND ATTEND A PRE-APPLICATION MEETING WITH THE OFFICE OF PLANNING AND ZONING AND THE DEPARTMENT OF INSPECTIONS AND PERMITS TO REVIEW AND OBTAIN FEEDBACK ON SITE AND RESOURCE MAPPING, CONSERVATION STRATEGIES, AND THE LOCATION AND FUNCTION OF STORMWATER MANAGEMENT PRACTICES.

(D) **CONCEPT PLAN APPLICATION.** A CONCEPT PLAN APPLICATION MUST RESPOND TO THE FEEDBACK PROVIDED AT THE PRE-APPLICATION MEETING.

(E) **COMMUNITY MEETING.**

(1) IF A COMMUNITY MEETING WOULD BE REQUIRED UNDER § 17-2-107, THEN:

(I) IN THE SIX-MONTH PERIOD BEFORE THE SUBMISSION OF A CONCEPT PLAN APPLICATION PURSUANT TO SUBSECTION (D), THE DEVELOPER SHALL HOLD A COMMUNITY MEETING FOR THE PURPOSE OF PRESENTING INFORMATION REGARDING THE PROPOSED CONCEPT PLAN AND ALLOWING THE COMMUNITY TO ASK QUESTIONS AND PROVIDE COMMENTS; AND

(II) WITHIN 45 DAYS AFTER THE SUBMISSION OF A FINAL PLAN OR SITE DEVELOPMENT PLAN, THE DEVELOPER SHALL HOLD A COMMUNITY MEETING FOR THE PURPOSE OF PRESENTING INFORMATION REGARDING CHANGES MADE TO THE INFORMATION PRESENTED AT THE INITIAL SUBMISSION MEETING AND ALLOWING THE COMMUNITY TO ASK QUESTIONS AND PROVIDE COMMENTS.

(2) THE DEVELOPER SHALL RECORD OR CAUSE TO BE RECORDED, BY AUDIO OR AUDIO-VISUAL MEANS, THE PROCEEDINGS OF EACH COMMUNITY MEETING AND,

PROMPTLY AFTER THE MEETING, SHALL PROVIDE A COPY OF THE RECORDING TO THE OFFICE OF PLANNING AND ZONING. THE MEETING MAY BE HELD VIRTUALLY, IN-PERSON, OR A COMBINATION OF VIRTUAL AND IN-PERSON PARTICIPATION. ANY IN-PERSON PORTION OF A MEETING SHALL BE HELD IN THE COUNTY AT AN ADA ACCESSIBLE FACILITY LOCATED WITHIN FIVE MILES OF THE PROPOSED DEVELOPMENT SITE. MEETINGS SHALL BE SCHEDULED ON A DAY BETWEEN MONDAY THROUGH THURSDAY, BEGINNING BETWEEN THE HOURS OF 6:00 P.M. AND 8:00 P.M. IF THE PLANNING AND ZONING OFFICER DETERMINES THAT THE FIVE-MILE RESTRICTION IS IMPRACTICABLE, THEN THE IN-PERSON MEETING SHALL BE HELD AT A LOCATION AS MAY BE AUTHORIZED BY THE PLANNING AND ZONING OFFICER IN WRITING.

(F) COMMUNITY MEETING; NOTICE.

(1) AT LEAST 21 DAYS PRIOR TO A COMMUNITY MEETING, THE APPLICANT SHALL GIVE NOTICE, BY FIRST-CLASS MAIL, OF THE MEETING TO: ALL LOT OWNERS WITHIN 300 FEET OF THE PROPERTY SUBJECT TO THE APPLICATION; THE PRESIDENT OF ANY COMMUNITY OR HOMEOWNERS' ASSOCIATION OF ANY SUBDIVISION THAT IS LOCATED WITHIN 300 FEET OF THE PROPERTY SUBJECT TO THE APPLICATION THAT IS ON THE LIST OF COMMUNITY ASSOCIATIONS, PERSONS, AND ORGANIZATIONS MAINTAINED IN THE OFFICE OF THE COUNTY EXECUTIVE; TO THE OFFICE OF PLANNING AND ZONING; THE COUNTY EXECUTIVE OR THE COUNTY EXECUTIVE'S DESIGNEE; AND THE COUNCILMEMBERS OF THE COUNCILMANIC DISTRICTS IN WHICH THE PROPERTY SUBJECT TO THE APPLICATION IS LOCATED AND ANY COUNCILMANIC DISTRICT THE PROPERTY ABUTS.

(2) THE NOTICE SHALL INCLUDE A DESCRIPTION OF THE PLANNED DEVELOPMENT, AS WELL AS A COPY OF OR AN ONLINE LINK TO THE CONCEPT PLAN APPLICATION REQUIRED UNDER SUBSECTION (D).

(G) FINAL PLAN OR SITE DEVELOPMENT PLAN SUBMITTAL. AFTER A PRE-APPLICATION MEETING IS HELD, A CONCEPT PLAN APPLICATION IS SUBMITTED, ANY REQUIRED COMMUNITY MEETINGS ARE HELD, AND THE OFFICE OF PLANNING AND ZONING DETERMINES THAT THE APPLICATION MEETS ALL REQUIREMENTS OF THIS SECTION, AN APPLICANT MAY PROCEED DIRECTLY TO A FINAL PLAN OR A SITE DEVELOPMENT PLAN. THE FINAL PLAN OR SITE DEVELOPMENT PLAN APPLICATION SHALL BE SUBMITTED WITHIN 12 MONTHS OF THE DATE THAT THE CONCEPT PLAN APPLICATION IS SUBMITTED.

SECTION 2. *And be it further enacted,* That this Ordinance shall take effect 45 days from the date it becomes law.