



DEPARTMENT OF PLANNING & ZONING  
INTEROFFICE MEMORANDUM

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**TO:** Planning Commission  
**VIA:** Mary Beth Cook, Director *MB*  
**VIA:** Carolyn Sunderland, AICP, Deputy Director/Planning, Planning Commission Administrator *CS*  
**FROM:** Jenny Plummer-Welker, AICP, Long Range Planner *JP*  
**DATE:** February 11, 2020  
**SUBJECT:** Prince Frederick Town Center Master Plan Update

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**Background:**

At the Planning Commission's meeting on September 18, 2019, staff presented information on updating long range plans and zoning regulations. At the conclusion of the presentation, the Planning Commission voted to direct staff to prepare a draft proposed process for updating the Town Center master plans and zoning regulations. At the October 16, 2019 meeting, the Planning Commission endorsed the three phase process to update the Town Center master plans and directed staff to begin the process to update the master plan and zoning regulations for the Prince Frederick Town Center.

**Discussion:**

On January 8, 2020, staff held a liaison meeting for community groups and agencies at the Harriet E. Brown Community Center. The liaisons were asked for help in informing their group members, neighbors, friends, residents, property owners, and visitors; in reaching young adults and youth, and sharing with staff what their members would like the plan to achieve. Eleven people attended, not including Planning & Zoning Department staff. Attendees suggested ways to reach the younger and older generations.

The public meeting on the update process was held on January 30, 2020 at the Prince Frederick Volunteer Rescue Squad. One-hundred-thirty-six people signed in, not including the County Commissioners, Planning Commissioners, or county staff. Staff provided an overview presentation and invited attendees to participate in a survey about what they think the biggest challenge is for the Prince Frederick Town Center, biggest change in the Town Center over the last 10 years, their top three most important topics to be addressed in the update, and key elements to retain or enhance. Forty-five surveys were submitted the night of the meeting. Those who were not able to attend the meeting are able to participate in the survey, which is available online through 11:55 p.m. Monday, February 17, 2020, via a link from the Prince Frederick Town Center Master Plan and Zoning Update project page: <http://www.calvertcountymd.gov/2567/Town-Center-Master-Plan-Update>. Two hundred people had participated in the survey as February 10, 2020.

The meeting was broadcast live on Facebook Live. During the live broadcast 1,200 people tuned in. The recording may be viewed on the County's Facebook page. In addition, the companion recording is available on the county's website, "Videos on Demand" Library (link: <http://www.calvertcountymd.gov/1520/Videos-On-Demand>).

Thanks to Planning Commission Vice Chair Steve Jones, John Toohey, and Rob Reed for attending. Special thanks to Vice Chair Jones and Mr. Toohey for opening and closing the meeting.

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The overarching questions and concerns expressed during the meeting are summarized below.

- **Process/participation:** What will be the process to find out what people want? How to engage diverse income levels? How can participants expect their needs, wants, and desires be heard? Concern about lack of participation by the community. Suggestion to index, sort, summarize, and create a database of people's comments by ZIP Code, age, and topics; concerned that staff, Planning Commissioners, and County Commissioners do not have time to read every comment. Who has final approval authority in adopting the plan?
- **Community:** Challenge of forming a community – making connections across MD 2/4. People do not identify with the Prince Frederick Town Center/there is no psychological, emotional Town Center; there are multiple town centers that are part of Prince Frederick; people identify with their neighborhood. Be sensitive to the idea of home, neighborhood. How are we going to connect the areas of the Town Center together? Younger generation has no place to roam or “hang out.”
- **Economy:** Concern about the economy and job opportunities/the need to travel out of the county for jobs. What are we going to do to help small businesses? Concern about the expansion of the Town Center when there are businesses going out of business/leaving.
- **Environment/Recreation:** Concern about decreasing amounts of green space.
- **Environment:** Concerns about aquifers being depleted, ground water arsenic levels, and air quality/impact of poor air quality on people's health/children's asthma. Suggestion to plant trees.
- **Finance:** What is the impact of adding residences, the costs of providing service compared to the amount of revenue the county is receiving? How do we pay for services? Will a fiscal analysis be done before the plan is adopted?
- **Food:** Concern that Prince Frederick is a food desert.
- **Government and Community Facilities:** What is the status of plans for county office space?
- **Housing:** Affordability, including for the young workers, seniors, and low-income.
- **Impacts:** Does the Planning Commission have a process to evaluate impact on traffic, environment, and water quality.
- **Infrastructure:** Adequate public facilities (APF) regulations for schools – Can the county provide the infrastructure within a six-year timeframe? (Six years is the current maximum amount that a residential subdivision/site development plan be placed on hold.) Concerned that current infrastructure will not support what is currently being constructed. Concern that the APF regulations are not satisfactory – they should be updated prior to update of the Town Center master plan.
- **Land Use:** Residential land use in Town Center Phase 1 and 2 expansion areas – Will the process to designate density be clear and transparent? What is the status of the master plan for Armory Square? Will development of Armory Square have to comply with the new plan? Concern about segregating shopping and where people live/work. Where can development in the county be located since much of the county cannot be developed/has been preserved? If not in the Town Centers, then where? Town Centers are the only remaining areas to develop. Address infill development – there can be additional development without expanding the Town Center.
- **Safety:** Emergency management plan.
- **Sustainable Development:** Provide transparency in United Nations' Agenda 21 grants to the county.
- **Transportation:** Concern about increasing traffic. Prince Frederick Loop Road network (“bypass”) / adequate public facilities regulations: Will developers be required to help pay for the construction of the remaining Loop Road segments? Concerns that there are gaps in the sidewalk and bicycling networks, lack of sidewalks on the south end of Main Street, and challenge of crossing MD 2/4.
- **Transportation/Recreation:** Would like see historic Baltimore-Drum Point Railroad bed be turned into a walking/bicycling trail. We need a good sidewalk system.

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**Next Steps:**

The Planning & Zoning Department will host, on behalf of the Planning Commission, the next Prince Frederick Town Center Master Plan Update public meeting on Monday, March 2, 2020 at the College of Southern Maryland, Prince Frederick Campus. The meeting will be held in Building B, Room 103/104/105. An open house will begin at 6:30 p.m. and the meeting will commence at 7 p.m.

Two more public meetings/workshops are planned to be held during this initial phase, Issue Identification, plus a liaison meeting to discuss major themes prior to moving into the second phase of the plan update process, Develop the Plan.

cc: Mary Beth Cook, Deputy Director/Zoning  
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