

**THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND
AGENDA**

May 16, 2023

6:00 PM Call to Order/Pledge of Allegiance/Moment of Silence

Meeting Announcements - Time Is Allotted At The End Of Each Meeting For The Commissioners To Receive Comments From The Public

Consent Items

#1 - Regular Session Minutes, May 9, 2023

#2 - Liquor Minutes, May 9, 2023

#3 - Betterton Still Pond Lions Club, Combined Raffle, June 10, 2023

Special Class C Licenses

Betterton Still Pond Lions Club , Beer and Wine, June 10, 2023

Singles on Sailboats, Beer, Wine, and Liquor, June 24, 2023

Sgt. Preston Ashley American Legion Auxiliary Unit 228, Beer Only, July 2, 2023

Sgt. Preston Ashley American Legion Auxiliary Unit 228, Beer Only, July 4, 2023

County Attorney

Thomas N. Yeager, County Attorney

Public Hearing Protocol

Public Hearing

Bill Mackey, Director, Planning, Housing, and Zoning

Agricultural Land Preservation Districts

County Attorney

Thomas N. Yeager, County Attorney

Legislative Session Protocol

Legislative Session

Bill Mackey, Director, Planning, Housing and Zoning

First Reading (to advertise a Public Hearing) for Code Home Rule Bill 2-2023 to update the permitted height of industrial structures in the Route 301 Corridor

Appointments

Bryan DiGregory, State's Attorney

SFY 2024 Edward J. Byrne Memorial Justice Assistance Grant (BJAG)

Shelly Neal-Edwards, Director, Kent County Department of Social Services

Summer Supplemental Nutrition Assistance Program (SNAP)

Human Resources Director

Jim Miller, Director, Human Resource Department

Request for Hiring Authority

Local Management Board Vacancy - DID NOT DISCUSS

Administrative Specialist I Vacancy - **DID NOT DISCUSS**

Public Comment/Media Review

Procedures For Public Comment

For Your Information

Chuck F. Callahan, President, County Council of Talbot County

Extending Mid-Shore II Regional Landfill Operating Dates

Maryland Department of the Environment

Notice of Public Informational Hearing

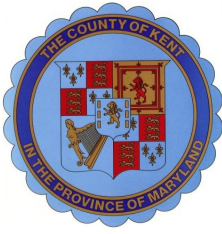
American Rescue Plan Act Funds

American Rescue Plan Act (ARPA) Funds Spend Plan

Contingency Fund

Contingency and Use of Fund Balance Report

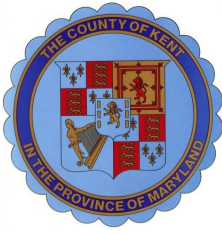
(Meetings are conducted in Open Session unless otherwise indicated. All or part of County Commissioners' meetings can be held in closed session under the authority of the MD Open Meetings Law by vote of the Commissioners. Breaks are at the call of the President. Please note that times listed for specific items on the agenda are only estimates, and that the order of agenda items may change as time dictates or allows. Meetings are subject to audio and video recordings.)



**#1 - Regular Session Minutes, May 9, 2023
5/16/2023
County Commissioners Meeting**

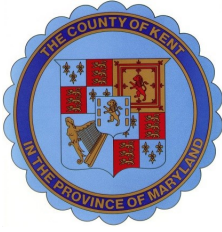
ATTACHMENTS:

Description



**#2 - Liquor Minutes, May 9, 2023
5/16/2023
County Commissioners Meeting**

ATTACHMENTS:
Description



**#3 - Betterton Still Pond Lions Club, Combined Raffle, June 10, 2023
5/16/2023
County Commissioners Meeting**

ATTACHMENTS:

Description

Betterton Still Pond Lions Club, Combined Raffle Permit, June 10, 2023

MULTIPLE GAMING DEVICE AND RAFFLE PERMIT APPLICATION

Pursuant to the provisions of the Annotated Code of Maryland, Criminal Law §§ 13-1701 to 13-1706.

Name of Organization:

Bertenton Still Pond Lions Club

Address of Organization:

PO Box 105 Still Pond MD 21667

Telephone:

(443) 480-6706

Is the organization formed or located in Kent County?

Yes

No

Does the organization serve the residents of Kent County?

Yes

No

Is this organization tax exempt under the provisions of the Internal Revenue Code?

Yes

No

Tax Exempt Number:

23-7335613

Person responsible for complying with permit regulations and requirements:

Name:

TERRY KAHNOWITZ

Address:

PO Box 105 Still Pond MD 21667

E-Mail:

ctowpoptical@verizon.net

Telephone:

(443) 480-6706

Type of permit sought: () Raffle Only (X) Combined gaming devices used in a single fund-raising event

Location address of fund-raising affair:

Bertenton Fire Hall

Main Street

Bertenton MD 21610

Are these premises owned, leased, or regularly occupied by the organization named above?

Yes

No

Date(s) of fund-raising:

6/10/23

Date and Time of Drawing:

5:30 pm 6/10/23

Begin at:

5:30 pm

End at:

10:00 pm

If you are seeking a permit authorizing only a raffle that is not conducted in combination with other gaming activity, please sign below.

If, however, you are seeking to conduct a fund-raiser using more than one gaming activity in a single event, please complete the following page.

Signature of person completing this application:

Please Select One:

() Pick Up

(X) Mail Permit (will be mailed to person responsible)

Pursuant to the provisions of the Annotated Code of Maryland, Criminal Law §§ 13-1701 to 13-1706.

Check the gaming devices to be used at this fund-raising event to award merchandise or cash prizes:

☒ Raffles	☐ Chance books	☐ Paddle Wheels
☐ Wheels of fortune	☐ Card games	☐ Lotteries

☒ Other

Video Horse Racing

Will this fund-raiser be managed and operated only by individuals domiciled in Kent County? ☒ Yes ☐ No

If no, please explain circumstances:

Will alcoholic beverages be served or available for purchase at this fund-raising event?

☒ Yes

☐ No

Is the organization a religious organization?

☐ Yes

☒ No

If yes, has it conducted services regularly in Kent County for at least three (3) years?

☐ Yes

☐ No

Where are services conducted and how often?

What percentage of funds derived from the multiple gaming devices will be spent or donated to:

33 % Civic

34 % Charitable

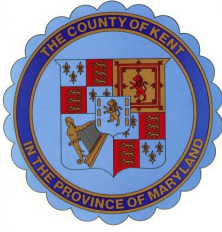
33 % Educational

Name, address, and telephone number of person completing application:

Jerzy Rabinowitz
PO Box 105
St. 11 Pw D MD 21667
(443) 480-0706

Signature of person completing application:

[Signature]



**Betterton Still Pond Lions Club , Beer and Wine, June 10, 2023
5/16/2023
County Commissioners Meeting**

ATTACHMENTS:

Description

Betterton Still Pond Lions Club, Beer and Wine Only, June 10, 2023 Application

#4878

APPLICATION FOR A SPECIAL CLASS "C" (PER DIEM) LICENSE

Application is made by the undersigned under the provisions of Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307 and 24-1308 of the Alcoholic Beverages Article, for a Special Class C (Per Diem) License.

Check One: Beer () Beer and Wine () Beer, Wine, and Liquor ()

We submit and certify to the following information and statements as required.

1. The club, society or association on behalf of which the license is desired:

Betterton Still Pond Lions Club

Address PO Box 105 Still Pond MD 21667

Type of Function Funds Raising

Location of Function Betterton Fire Hall

2. This function is operated exclusively for a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization.

3. The applicants are citizens of the United States, not less than twenty-one years of age, and have never been convicted of a felony.

4. The applicants have not had a license for the sale of alcoholic beverages revoked.

5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States? _____

Yes or No ()

6. The applicants will, if granted a license, conform to all laws and regulations relating to the business with respect to which such license is desired.

7. The applicants submit herewith a statement duly executed and acknowledged by the owner of the premises in which the business is to be conducted, assenting to the granting of the license applied for, authorizing the Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) for the aforesaid County, its duly authorized agents and employees, and any peace officer of said county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the premises where said business is to be conducted, at any and all hours.

8. The license for which this application is made is to be for the following day(s) 6/10/23.
Begin at: 5:30pm End at: 10:00pm and the applicant tenders herewith the sum of (\$ _____ Per Diem) (\$ 15.00)
in payment for the license.

Please Select One:

☐ Pick Up

☒ Mail Permit (will be mailed to above address)

9. Applicants

(1) Terry Rabinowitz PO Box 105 Still Pond MD 21667
44+ years BOF Directors 443-480-6706
 Name Residence
 Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 21st day of April, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared Terry Rabinowitz the applicant(s) named in the a foregoing application, and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

Sheila Dlugoborski

(SEAL)

(2) Debi Cornelius 12355 Still Pond Rd., Still Pond, Md 21667
44 years Treasurer 410-348-5487
 Name Residence
 Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 21st day of April, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared _____ the applicant(s) named in the a foregoing application, and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

Sheila Dlugoborski

(SEAL)

(3) Nancy Fox 12899 Still Pond Rd Still Pond MD
53 years VP 410-739-5409
 Name Residence
 Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 21st day of April, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared Nancy Fox the applicant(s) named in the a foregoing application, and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

Sheila Dlugoborski

(SEAL)

STATEMENT OF OWNER OF PREMISES REQUIRED IN CONNECTION WITH
ALCOHOLIC BEVERAGES LAWS OF MARYLAND

(I, WE) HEREBY CERTIFY, That (I am, we are) the owner(s) of the property named in the a foregoing application made to the aforesaid licensing authority for said county under the Alcoholic Beverages Laws of Maryland and assent to the granting of the license applied for, and hereby authorize the State Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) of said county, its duly authorized agents and employees, and any peace officer of such county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the building in which said business is to be conducted, at any and all hours.

Arthur Pleasanton Signature (s)

ARTHUR PLEASANTON Print Name

STATE OF MARYLAND, County of Kent:

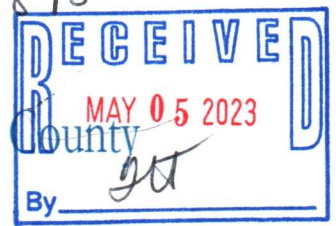
THIS CERTIFIES, that on the 21st day of April, 2023,
before the subscriber, a Notary of the State of Maryland, personally appeared Arthur
Pleasanton and acknowledged the execution of the foregoing
statement to be a true act.

WITNESS my hand and official seal.

Sheila Dlugoborski
My Commission Expires 8/15/25

(SEAL)

#4878



The Board of License Commissioners of Kent County

P. THOMAS MASON
PRESIDENT
CHESTERTOWN, MD

RONALD H. FITHIAN
MEMBER
ROCK HALL, MD

ROBERT N. JACOB, JR.
MEMBER
WORTON, MD

R. Clayton Mitchell, Jr.
Kent County Government Center
400 High Street
Chestertown, Maryland 21620
TELEPHONE 410-778-7435

www.kentcounty.com/alcoholic-beverage

SHELLEY L. HELLER
COUNTY ADMINISTRATOR

THOMAS N. YEAGER
COUNTY ATTORNEY

BRANDON MCFAYDEN
INSPECTOR

SPECIAL CLASS "C" (PER DIEM) LICENSE AFFIDAVIT

In applying for this Special Class "C" (Per Diem) License it is important that you realize the responsibility that goes with the issuance of the license. All persons or groups using this license as authorized under Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307, and 24-1308 of the Alcoholic Beverages Article of the Annotated Code of Maryland are covered by all the laws regarding the sale and consumption of alcoholic beverages. Special care should be taken to be sure the following edicts are adhered to:

1. All persons must be 21 years of age or older to sell, purchase, to consume an alcoholic beverage.
2. All sales and the consumption of alcohol must stop promptly at 2:00 a.m.
3. No intoxicated person shall be served any alcoholic beverages.
4. No unnecessary noise or disturbance that could be a nuisance to the community shall occur.
5. The person(s) responsible for the function must see that order and decorum are kept at all times.
6. The application must be completed by three committee members; one member must be a Kent County resident.
7. License must be prominently displayed at the location where alcohol is being served. Failure to comply with the laws of the State of Maryland may make the responsible person(s) subject to a fine.

The issuance of this license may be issued to a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization. This license shall not be transferred or reassigned.

Cost of a Special Class "C" Per Diem License: **Beer \$5.00, Beer and Wine \$15.00, and Beer, Wine, and Liquor \$25.00.** Make checks payable to: **The County Commissioners of Kent County**, along with the completed application.

Name of organization, club, etc. Betterton Still Pond Lions Club

Address P.O. Box 105 Still Pond MD 21162

Name Terry Robinson

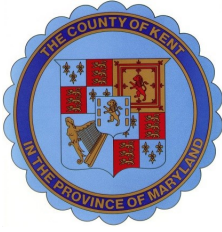
(Please Print)

Phone # 410-463-9180

Date 4/16/23

(Signature)





**Singles on Sailboats, Beer, Wine, and Liquor, June 24, 2023
5/16/2023
County Commissioners Meeting**

ATTACHMENTS:

Description

Singles on Sailboats, Beer, Wine, and Liquor, June 24, 2023 Application



APPLICATION FOR A SPECIAL CLASS "C" (PER DIEM) LICENSE

Application is made by the undersigned under the provisions of Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307 and 24-1308 of the Alcoholic Beverages Article, for a Special Class C (Per Diem) License.

Check One: Beer () Beer and Wine () Beer, Wine, and Liquor ()

We submit and certify to the following information and statements as required

Signature Drink

1. The club, society or association on behalf of which the license is desired:

Singles on Sailboats
Address P.O. Box 5708, Annapolis, MD

Type of Function 45th Anniversary Party 21403

Location of Function Langford Bay Marina
23002 McKinleyville Rd, Rock Hall, MD

2. This function is operated exclusively for a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization.

3. The applicants are citizens of the United States, not less than twenty-one years of age, and have never been convicted of a felony.

4. The applicants have not had a license for the sale of alcoholic beverages revoked.

5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States?

Yes or No

6. The applicants will, if granted a license, conform to all laws and regulations relating to the business with respect to which such license is desired.

7. The applicants submit herewith a statement duly executed and acknowledged by the owner of the premises in which the business is to be conducted, assenting to the granting of the license applied for, authorizing the Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) for the aforesaid County, its duly authorized agents and employees, and any peace officer of said county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the premises where said business is to be conducted, at any and all hours.

8. The license for which this application is made is to be for the following day(s) June 24, 2023
Begin at: 5:00 End at: 10:30 and the applicant tenders herewith the sum of (\$ 25.00 Per Diem) (\$) in payment for the license.

Please Select One:

() Pick Up

(X) Mail Permit (will be mailed to above address)

Special Class "C" (Per Diem) License Affidavit

Delivered In person
Mail to Carol Niemand
210 Rolling Rd., Chestertown, MD.

Singles on Sailboats, Board of Dir.

9. Applicants

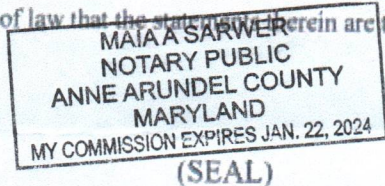
(1) Carole Jordan Annapolis, MD
 Name Residence
0 Commodore 410-320-5017
 Length of Residence in Kent Co. Committee Title Phone No.
Carole Jordan
 (Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 20 day of April, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared Carole Jordan the applicant(s) named in the a foregoing application, and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

Maia A Sarwer



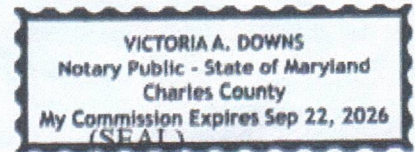
(2) Robert A. Wright BOWIE, MD 20715
 Name Residence
-0- VICE-COMMODORE 301-523-5171
 Length of Residence in Kent Co. Committee Title Phone No.
Robert A. Wright
 (Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 7TH day of APRIL, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared ROBERT A. WRIGHT the applicant(s) named in the a foregoing application, and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

Victoria A. Downs



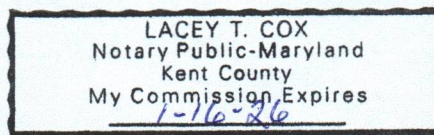
(3) Carol L. Niemand 210 Rolling Rd. Chestertown, MD
 Name Residence
27 years Member (703) 864-7139
 Length of Residence in Kent Co. Committee Title Phone No.
Carol L. Niemand
 (Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the And day of May, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared Carol L. Niemand the applicant(s) named in the a foregoing application, and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

Lacey T. Cox



(SEAL)

STATEMENT OF OWNER OF PREMISES REQUIRED IN CONNECTION WITH
ALCOHOLIC BEVERAGES LAWS OF MARYLAND

(I, WE) HEREBY CERTIFY, That (I am, we are) the owner(s) of the property named in the a foregoing application made to the aforesaid licensing authority for said county under the Alcoholic Beverages Laws of Maryland and assent to the granting of the license applied for, and hereby authorize the State Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) of said county, its duly authorized agents and employees, and any peace officer of such county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the building in which said business is to be conducted, at any and all hours.

[Signature] Signature (s)

Mike Sipala Print Name

STATE OF MARYLAND, Kent County:

THIS CERTIFIES, that on the 26 day of April, 2023,

before the subscriber, a Notary of the State of Maryland, personally appeared _____

Michele Sipala and acknowledged the execution of the foregoing statement to be a true act.

WITNESS my hand and official seal.

Joanne C. Chek

(SEAL)



Annotated Code of Maryland, ALCOHOLIC BEVERAGES
Current through 2020 Regular Session

The Board of License Commissioners of Kent County

P. THOMAS MASON
PRESIDENT
CHESTERTOWN, MD

RONALD H. FITHIAN
MEMBER
ROCK HALL, MD

ROBERT N. JACOB, JR.
MEMBER
WORTON, MD

R. Clayton Mitchell, Jr.
Kent County Government Center
400 High Street
Chestertown, Maryland 21620
TELEPHONE 410-778-7435

www.kentcounty.com/alcoholic-beverage

SHELLEY L. HELLER
COUNTY ADMINISTRATOR

THOMAS N. YEAGER
COUNTY ATTORNEY

BRANDON MCFAYDEN
INSPECTOR

SPECIAL CLASS "C" (PER DIEM) LICENSE AFFIDAVIT

In applying for this Special Class "C" (Per Diem) License it is important that you realize the responsibility that goes with the issuance of the license. All persons or groups using this license as authorized under Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307, and 24-1308 of the Alcoholic Beverages Article of the Annotated Code of Maryland are covered by all the laws regarding the sale and consumption of alcoholic beverages. Special care should be taken to be sure the following edicts are adhered to:

1. All persons must be 21 years of age or older to sell, purchase, to consume an alcoholic beverage.
2. All sales and the consumption of alcohol must stop promptly at 2:00 a.m.
3. No intoxicated person shall be served any alcoholic beverages.
4. No unnecessary noise or disturbance that could be a nuisance to the community shall occur.
5. The person(s) responsible for the function must see that order and decorum are kept at all times.
6. The application must be completed by three committee members; one member must be a Kent County resident.
7. License must be prominently displayed at the location where alcohol is being served. Failure to comply with the laws of the State of Maryland may make the responsible person(s) subject to a fine.

The issuance of this license may be issued to a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization. This license shall not be transferred or reassigned.

Cost of a Special Class "C" Per Diem License: **Beer \$5.00, Beer and Wine \$15.00, and Beer, Wine, and Liquor \$25.00.** Make checks payable to: **The County Commissioners of Kent County**, along with the completed application.

Name of organization, club, etc.

Address

Name

(Please Print)

(Signature)

Phone#

Date

Singles on Sailboats

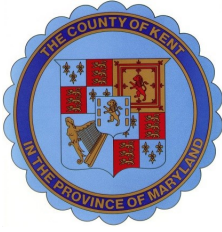
P.O. Box 5708 Annapolis, MD

Carol L. Niemand (703) 864-7139

21403

Carol L. Niemand 5-1-23





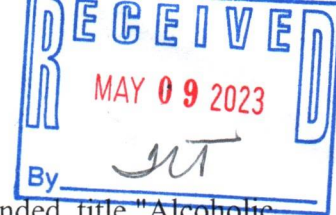
**Sgt. Preston Ashley American Legion Auxiliary Unit 228, Beer Only,
July 2, 2023
5/16/2023
County Commissioners Meeting**

ATTACHMENTS:

Description

4879 Sgt. Preston Ashley American Legion Auxiliary Unit 228, Beer Only, Application

#4879



Alcoholic Beverages Law
APPLICATION FOR A SPECIAL CLASS "C" LICENSE

Application is made by the undersigned under the provisions of Article 2B, as amended, title "Alcoholic Beverages", for a Special Class C License.

(Check One): Beer (☒ Beer and Wine) (☐ Beer, Wine and Liquor)

We submit and certify to the following information and statements as required by said Article 2B.

1. The club, society or association on behalf of which the license is desired:

Sgt. Preston Ashley American Legion Auxiliary Unit 228

Address 21423 E. Sharp Street Rock Hall, Md. 21661

Type of Function

Watermans Day

Location of Function Rock Hall Bulkhead

2. This function is operated exclusively for a bona fide religious, fraternal, civic, veteran's hospital, or charitable club, society, association, or organization.

3. The applicants are citizens of the United States, not less than twenty-one years of age, and have never been convicted of a felony.

4. The applicants have not had a license for the sale of alcoholic beverages revoked.

5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States? NO

Yes or No

6. The applicants will, if granted a license, conform to all laws and regulations relating to the business with respect to which such license is desired.

7. The applicants submit herewith a statement duly executed and acknowledged by the owner of the premises in which the business is to be conducted, assenting to the granting of the license applied for, authorizing the Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) for the aforesaid County, its duly authorized agents and employees, and any peace officer of said county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the premises where said business is to be conducted, at any and all hours.

8. The license for which this application is made is to be for the following day(s) 7/21/2023.
 Begin at: 1:00PM End at: 5:00PM and the applicant tenders herewith the sum of (\$ 5 Per Day) (\$ 5)
 in payment for the license.

Please Select One:

☒ **Pick Up**

☐ **Mail Permit (will be mailed to above address)**

9. Applicants

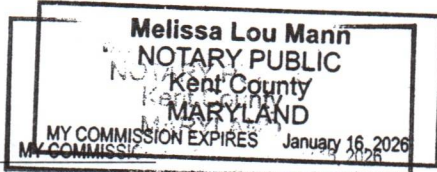
(1) Chelsie Blackiston 4982 Piney Neck Rd. Rock Hall, Md. 21661
Name 26 years President 443 Residence
Length of Residence in Kent Co. Committee Title Phone No. 480-6501 Chelsie Blackiston
(Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 18th day of April, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared Chelsie Blackiston the applicant(s) named in the a foregoing application, and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

Melissa J Mann



(SEAL)

(2) Cheryl Bish 915 N. meadowview Dr. Chestertown, Md. 21620
Name 17 YEARS Treasurer 443 Residence
Length of Residence in Kent Co. Committee Title Phone No. 480-2156 Cheryl Bish
(Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 18th day of April, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared Cheryl Bish the applicant(s) named in the a foregoing application, and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

Melissa J Mann



(SEAL)

(3) Cynthia B. Crouch 5036 Crosby Rd. Rock Hall, Md. 21661
Name 70 years Sgt. at Arms 410 Residence
Length of Residence in Kent Co. Committee Title Phone No. 490-3486 Cynthia B. Crouch
(Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 18th day of April, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared Cynthia Crouch the applicant(s) named in the a foregoing application, and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

Melissa J Mann



(SEAL)

STATEMENT OF OWNER OF PREMISES REQUIRED IN CONNECTION WITH
ALCOHOLIC BEVERAGES LAW OF MARYLAND

(I, WE) HEREBY CERTIFY, That (I am, we are) the owner(s) of the property named in the a foregoing application made to the aforesaid licensing authority for said county under the Alcoholic Beverages Law of Maryland and assent to the granting of the license applied for, and hereby authorize the State Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) of said county, its duly authorized agents and employees, and any peace officer of such county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the building in which said business is to be conducted, at any and all hours.

_____ (Signature)

Ronald H. Fithian (Print Name)

STATE OF MARYLAND, _____:

THIS CERTIFIES, That on the _____ day of _____, 20____,
before the subscriber, a Notary of the State of Maryland, personally appeared _____
_____ and acknowledged the execution of the a foregoing
statement to be true act.

WITNESS my hand and official seal. _____

(SEAL)

The County Commissioners of Kent County

WILLIAM W. PICKRUM
PRESIDENT
CHESTERTOWN, MD

RONALD H. FITHIAN
MEMBER
ROCK HALL, MD

WILLIAM A. SHORT
MEMBER
STILL POND, MD

R. Clayton Mitchell, Jr.
Kent County Government Center
400 High Street
Chestertown, Maryland 21620
TELEPHONE 410-778-4600
FACSIMILE 410-778-7482
E-MAIL kentcounty@kentgov.org
www.kentcounty.com

SHELLEY L. HERMAN
COUNTY ADMINISTRATOR

THOMAS N. YEAGER
COUNTY ATTORNEY

SPECIAL CLASS "C" LICENSE AFFIDAVIT

In applying for this Special Class "C" License it is important that you realize the responsibility that goes with the issuance of the license. All persons or groups using this license as authorized under Section 7-101 of Article 2B of the Annotated Code of Maryland are covered by all the laws regarding the sale and consumption of alcoholic beverages. Special care should be taken to be sure the following edicts are adhered to:

1. All persons must be 21 years of age or older to purchase or to consume an alcoholic beverage.
2. All sales and the consumption of alcohol must stop promptly at 2:00 a.m. (Except on Saturday when it must stop at 1:00 a.m. on Sunday).
3. No intoxicated person may be served any alcoholic beverage.
4. No unnecessary noise or disturbance that could be a nuisance to the community shall occur.
5. The person responsible for the function must see that order and decorum are kept at all times.
6. The application must be completed by at least one Kent County resident.
7. License must be prominently displayed at the location where alcohol is being dispensed.

Failure to comply with the laws of the State of Maryland may make the responsible person subject to a fine.

The issuance of this license is to be for a bona fide religious, fraternal, civic, veterans, hospital, or charitable club, society, association or organization. This license is for the use of your organization only any may not be transferred or reassigned.

The cost of a one day license is: **Beer \$5.00, Beer & Wine \$15.00, and Beer, Wine, & Liquor \$25.00.** Please submit your check made out to **The County Commissioners of Kent County**, along with the completed application.

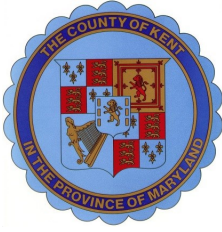
Name of organization, club, etc. Sgt. Preston Ashley American Legion Auxiliary Unit 228

Address 21423 E. Sharp Street Rock Hall, md. 21661

Name Chelsie Blackiston Phone # 443-480-6501
(Please Print)

Chelsie Blackiston Date 4/18/2023
(Signature)





**Sgt. Preston Ashley American Legion Auxiliary Unit 228, Beer Only,
July 4, 2023
5/16/2023
County Commissioners Meeting**

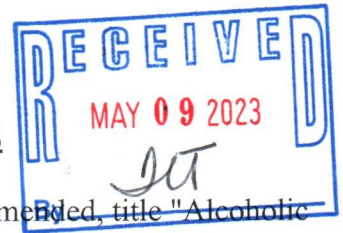
ATTACHMENTS:

Description

4880 Sgt. Preston Ashley American Legion Auxiliary Unit 228, Beer Only, Application

#4880

Alcoholic Beverages Law
APPLICATION FOR A SPECIAL CLASS "C" LICENSE



Application is made by the undersigned under the provisions of Article 2B, as amended, title "Alcoholic Beverages", for a Special Class C License.

(Check One): Beer ☒ Beer and Wine ☐ Beer, Wine and Liquor ☐.

We submit and certify to the following information and statements as required by said Article 2B.

1. The club, society or association on behalf of which the license is desired:

Sgt. Preston Ashley American Legion Auxiliary Unit 228

Address 21423 E. Sharp Street Rock Hall, Md. 21661

Type of Function

Fourth of July Celebration

Location of Function Rock Hall Civic Center

2. This function is operated exclusively for a bona fide religious, fraternal, civic, veteran's hospital, or charitable club, society, association, or organization.

3. The applicants are citizens of the United States, not less than twenty-one years of age, and have never been convicted of a felony.

4. The applicants have not had a license for the sale of alcoholic beverages revoked.

5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States? NO

Yes or No

6. The applicants will, if granted a license, conform to all laws and regulations relating to the business with respect to which such license is desired.

7. The applicants submit herewith a statement duly executed and acknowledged by the owner of the premises in which the business is to be conducted, assenting to the granting of the license applied for, authorizing the Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) for the aforesaid County, its duly authorized agents and employees, and any peace officer of said county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the premises where said business is to be conducted, at any and all hours.

8. The license for which this application is made is to be for the following day(s) 7/4/2023.
 Begin at: 11:00AM End at: 5:00PM and the applicant tenders herewith the sum of (\$ 5 Per Day) (\$ 5)
 in payment for the license.

Please Select One:

☒ **Pick Up**

☐ **Mail Permit (will be mailed to above address)**

9. Applicants

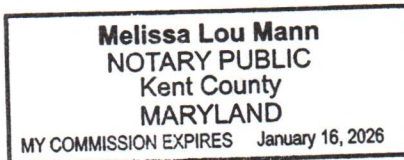
① Chelsie Blackiston 4982 Piney Neck Rd. Rock Hall, Md. 21661
Name Residence
26 years President 443 Chelsie Blackiston
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)
480-6501

STATE OF MARYLAND

This certifies, that on the 18th day of April, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared Chelsie Blackiston the applicant(s) named in the a foregoing application, and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

Melissa L Mann



(SEAL)

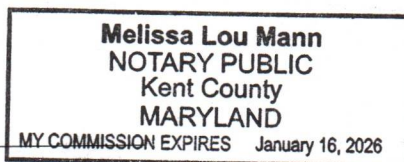
② Cheryl Bish 915 N. Meadowview Dr. Chestertown, Md. 21620
Name Residence
17 years Treasurer 443 Cheryl Bish
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)
480-2156

STATE OF MARYLAND

This certifies, that on the 18th day of April, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared Cheryl Bish the applicant(s) named in the a foregoing application, and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

Melissa L Mann



(SEAL)

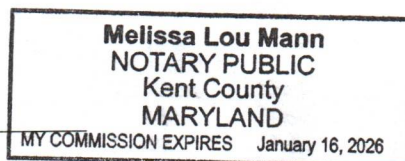
③ Cynthia B. Crouch 5036 Crosby Rd. Rock Hall, Md. 21661
Name Residence
70 years Sgt at Arms 410 Cynthia B. Crouch
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)
490-3486

STATE OF MARYLAND

This certifies, that on the 18th day of April, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared Cynthia Crouch the applicant(s) named in the a foregoing application, and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

Melissa L Mann



(SEAL)

STATEMENT OF OWNER OF PREMISES REQUIRED IN CONNECTION WITH
ALCOHOLIC BEVERAGES LAW OF MARYLAND

(I, WE) HEREBY CERTIFY, That (I am, we are) the owner(s) of the property named in the a foregoing application made to the aforesaid licensing authority for said county under the Alcoholic Beverages Law of Maryland and assent to the granting of the license applied for, and hereby authorize the State Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) of said county, its duly authorized agents and employees, and any peace officer of such county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the building in which said business is to be conducted, at any and all hours.

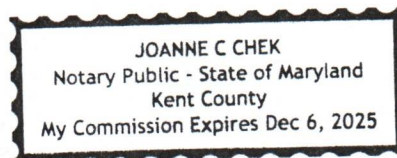
Robert S. Resele (Signature)
Robert S Resele (Print Name)

STATE OF MARYLAND, Kent County:

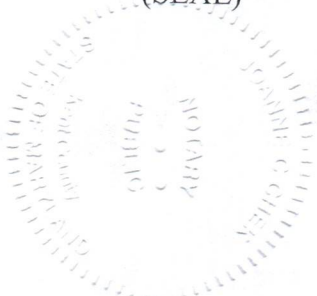
THIS CERTIFIES, That on the May 1 day of _____, 2023,
before the subscriber, a Notary of the State of Maryland, personally appeared _____
Robert S. Resele and acknowledged the execution of the a foregoing
statement to be true act.

WITNESS my hand and official seal.

Joanne C. Chek



(SEAL)



The County Commissioners of Kent County

WILLIAM W. PICKRUM
PRESIDENT
CHESTERTOWN, MD

RONALD H. FITHIAN
MEMBER
ROCK HALL, MD

WILLIAM A. SHORT
MEMBER
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R. Clayton Mitchell, Jr.
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SHELLEY L. HERMAN
COUNTY ADMINISTRATOR

THOMAS N. YEAGER
COUNTY ATTORNEY

SPECIAL CLASS "C" LICENSE AFFIDAVIT

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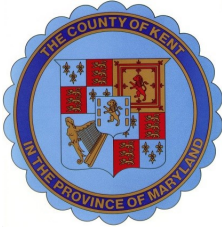
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Name of organization, club, etc. Sgt. Preston Ashley American Legion Auxiliary Unit 228
Address 21423 E. Sharp Street Rock Hall, Md. 21661
Name Chelsie Blackiston Phone # 443-480-6501
(Please Print)

Chelsie Blackiston
(Signature)

Date 4/18/2023





Thomas N. Yeager, County Attorney
5/16/2023
County Commissioners Meeting

Item Summary:

Public Hearing Protocol

ATTACHMENTS:

Description

05.16.23 Procedures for Testifying During Public Hearing

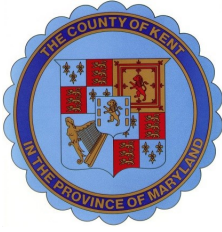
BOARD OF COUNTY COMMISSIONERS OF KENT COUNTY PROCEDURES FOR TESTIFYING

It is our desire that everyone who wishes to contribute to this democratic process is given a fair and uninterrupted opportunity to be heard. To ensure equal opportunity for individual input for the topic under discussion, certain rules must be followed by all persons who are to testify.

The rules to govern our hearings are few but are intended to guide our proceedings. The hope is that each person testifying will be self-governed, thereby contributing to fairness for all.

The Chair will remind anyone who testifies when he/she has violated the rules of the proceeding.

- Rule 1.** Please sign the “testimony log” if you desire to speak during the hearing(s).
- Rule 2.** All speakers must identify themselves and use the area designated for purposes of testifying and will use the microphone.
- Rule 3.** Each person testifying will have three minutes for his/her remarks.
- Rule 4.** The Chair will maintain order via voice commands.
- Rule 5.** Stick to the issues at hand.



Bill Mackey, Director, Planning, Housing, and Zoning
5/16/2023
County Commissioners Meeting

Item Summary:

Agricultural Land Preservation Districts

ATTACHMENTS:

Description

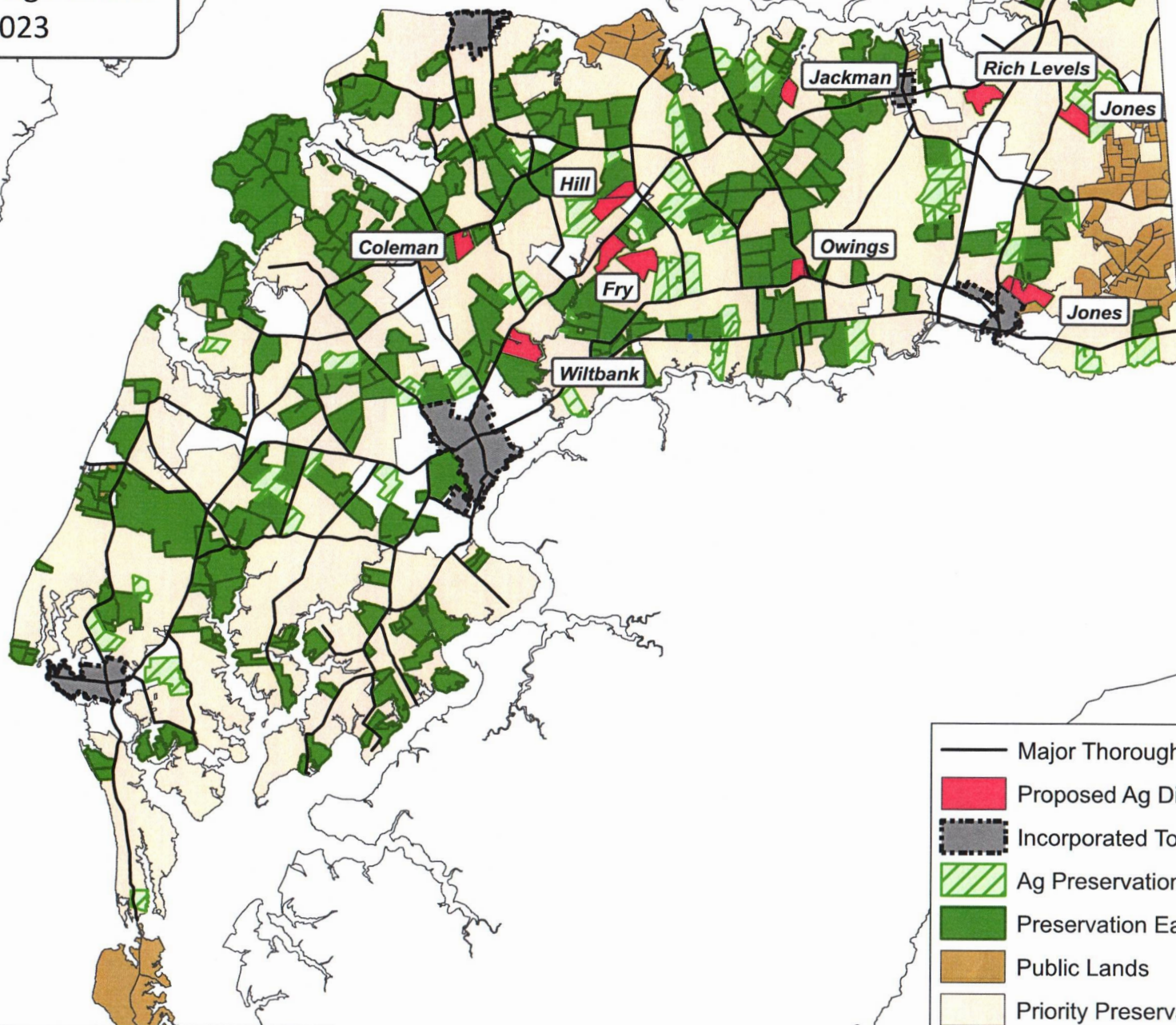
05.16.23 Proposed Ag Districts 2023 Map

05.16.23 Testimony Log Public Hearing AG Preservation Districts

Ag District Public Hearing Notice

Ag District Hearing Packet

Proposed Ag Districts 2023



- Major Thoroughfare
- Proposed Ag Districts
- Incorporated Town
- ▨ Ag Preservation District
- Preservation Easement
- Public Lands
- Priority Preservation Area

Source: Kent County Dept. of Planning, Housing & Zoning
Map prepared March 2023.

Testimony Log

PUBLIC HEARING

May 16, 2023

AGRICULTURAL LAND PRESERVATION DISTRICTS

PLEASE SIGN IF YOU WISH TO SPEAK:

NAME (Please Print)

1. David Hill
2. Janet Law
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____
18. _____



The County Commissioners of Kent County

Ronald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

NOTICE OF PUBLIC HEARING

The County Commissioners of Kent County, Maryland will hold a Public Hearing on Tuesday, May 16, 2023, at 6:00 p.m. in the County Commissioners' Hearing Room, R. Clayton Mitchell Jr., County Government Center, 400 High Street, Chestertown, MD for the purpose of discussing the voluntary creation of Agricultural Land Preservation Districts for the following:

Jack Coleman, Lambs Meadow Road (Map 20, Parcel 21)
Fry Cooper Farm LLC, 28151 Comegys Road (Map 21, Parcel 86)
Fry Cooper Farm LLC, 11471 Augustine Herman Hwy (Map 21, Parcel 83)
David Hill, 12192 Kennedyville Road (Map 21, Parcel 4)
Chris Jackman, 12986 Augustine Herman Hwy (Map 14, Parcel 3)
Lester C. Jones and Sons, Inc., 13121 Massey Road (Map 16, Parcel 5)
Lester C. Jones and Sons, Inc., Speer Road (Map 32, Parcel 4)
Owings and Sons Business Trust, 29960 Morgnec Road (Map 22, Parcel 25, Lots 1 and 2)
Rich Levels at Mill Creek LLC, 32269 Galena Sassafras Road (Map 16, Parcel 2)
Thomas Wiltbank, 10187 Augustine Herman Hwy (Map 28, Parcel 42)

The meeting is open to the public. No later than noon on Friday, May 12, 2023, citizens may call 410-778-4600 and press 4 or email kentcounty@kentgov.org to receive further instructions.

This hearing is pursuant to the Code of Public Laws of Kent County, Chapter §171 Agricultural Preservation Districts.

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

Sondra Blackiston, Clerk

PUBLISH: KCN 5/4/23



Planning Commission
Department of Planning, Housing, and Zoning

April 26, 2022

The Honorable Ronald H. Fithian, President
County Commissioners of Kent County
400 High Street
Chestertown, MD 21620

RE: Agricultural Land Preservation Districts

Dear Mr. Fithian,

The Kent County Planning Commission has recently reviewed ten applications from landowners who are seeking to establish agricultural land preservation districts on their farms. There was some discussion on several of the farms, and the vote was not unanimous for all applications, as is noted in the following property descriptions.

22-01 – John F. Coleman, Trustee, wishes to create an Agricultural Preservation District on his 157.75-acre farm located on Lambs Meadow Road near Lynch in the Third Election District. The farm consists of 155 acres of crop land. Approximately 98.5% of the soils are considered Class I, II, or III. There are no dwellings on the property. The farm is zoned Agricultural Zoning District (AZD) and is within the Priority Preservation Area. It is adjacent to over 1,100 acres of districts and easements. It is outside the 10-year water and sewer plan service areas. There was no discussion on this farm, and the motion to recommend approval passed unanimously, 6-0.

22-02 – Fry Cooper Farm, LLC, wishes to create an Agricultural Preservation District on its 194.3-acre farm located on Augustine Herman Highway near Kennedyville in the Second Election District. The farm consists of 52 acres of crop land, 67 acres of pasture, and 28 acres of woodland. Approximately 62.7% of the soils are considered Class II or III. There are no dwellings on the property. The farm is zoned Agricultural Zoning District (AZD) and is within the Priority Preservation Area. It is adjacent to over 14,000 acres of districts and easements. It is outside the 10-year water and sewer plan service areas. There was some discussion concerning this farm's proximity to Kennedyville, and the motion to recommend approval passed, 5-1.

22-03 – Fry Cooper Farm, LLC, wishes to create an Agricultural Preservation District on its 270-acre farm located on Comegys Road near Kennedyville in the Second Election District. The farm consists of 146 acres of crop land, 51 acres of pasture, and 26 acres of woodland. Approximately 79.5% of the soils are considered Class II or III. There is one dwelling on the property. The farm is zoned Agricultural Zoning District (AZD) and is within the Priority Preservation Area. It is adjacent to over 14,000 acres of districts and easements. It is outside the 10-year water and sewer plan service areas. There was some discussion concerning this farm's proximity to Kennedyville, and the motion to recommend approval passed, 5-1.

22-04 – David A. Hill wishes to create an Agricultural Preservation District on his 268.3-acre farm located on Kennedyville Road near Kennedyville in the Second Election District. The farm consists of 246 acres of crop land and 22 acres of woodland. Approximately 93.3% of the soils are considered Class I, II, or III. There are no dwellings on the property. The farm is zoned Agricultural Zoning District (AZD) and is within the Priority Preservation Area. It is adjacent to over 4,800 acres of districts and easements. It is outside the 10-year water and sewer plan service

areas. One member expressed concerns about an active Agricultural Preservation Advisory Board member submitting an application. Staff noted that Mr. Hill recused himself from the discussion and vote on this application during the Agricultural Preservation Advisory Board meeting. In addition, there was some discussion concerning this farm's proximity to Kennedyville, and the motion to recommend approval passed, 4-2.

22-05 – Chris and Susan Jackman wish to create an Agricultural Preservation District on their 113.18-acre farm located off Augustine Herman Highway near Kennedyville in the Second Election District. The farm consists of 60 acres of crop land, 5 acres of pasture, and 45 acres of woodland. Approximately 67.7% of the soils are considered Class II or III. There are two dwellings on the property. The farm is zoned Agricultural Zoning District (AZD) and Resource Conservation District (RCD) and is within the Priority Preservation Area. It is adjacent to over 14,000 acres of districts and easements. It is outside the 10-year water and sewer plan service areas. There was some discussion concerning this farm's proximity to Kennedyville, and the motion to recommend approval passed, 5-1.

22-06 – Lester C. Jones and Sons, Inc., wishes to create an Agricultural Preservation District on its 192.36-acre farm located on Massey Road near Massey in the First Election District. The farm consists of 183 acres of crop land. Approximately 88.4% of the soils are considered Class I, II, or III. There is one dwelling on the property. The farm is zoned Agricultural Zoning District (AZD) and is within the Priority Preservation Area. It is adjacent to over 1,000 acres of districts and easements. It is outside the 10-year water and sewer plan service areas. There is also a 51 +/- acre woodlot that is separated from the cropland. The woodlot is not being included with the district application. There was no discussion on this farm, and the motion to recommend approval passed unanimously, 6-0.

22-07 – Lester C. Jones and Sons, Inc., wishes to create an Agricultural Preservation District on its 280.31-acre farm located on Speer Road near Millington in the First Election District. The farm consists of 216 acres of crop land and 64 acres of woodland. Approximately 79.5% of the soils are considered Class I, II, or III. There are no dwellings on the property. The farm is zoned Agricultural Zoning District (AZD) and is within the Priority Preservation Area. It is adjacent to over 1,000 acres of districts and easements and is separated from the Town of Millington by Cypress Branch State Park. It is outside the 10-year water and sewer plan service areas. There was some discussion concerning this farm's proximity to Millington, and the motion to recommend approval passed, 4-2.

22-08 – Owings and Sons Business Trust wishes to create an Agricultural Preservation District on its 107.683-acre farm located on Morgnec Road near Kennedyville in the Second Election District. The farm consists of 107.683 acres of crop land, all of which is considered Class I, II, or III soils. There are no dwellings on the property. The farm is zoned Agricultural Zoning District (AZD) and is within the Priority Preservation Area. It is adjacent to over 14,000 acres of districts and easements. It is outside the 10-year water and sewer plan service areas. There was no discussion on this farm, and the motion to recommend approval passed unanimously, 6-0.

22-09 – Rich Levels at Mill Creek LLC wishes to create an Agricultural Preservation District on its 228.6-acre farm located on Sassafras Caldwell Road near Galena in the First Election District. The farm consists of 182 acres of crop land and 32 acres of woodland. Approximately 79% of the soils are considered Class I, II, or III. There are no dwellings on the property. The farm is zoned Agricultural Zoning District (AZD) and is within the Priority Preservation Area. It is not adjacent to any protected lands. It is outside the 10-year water and sewer plan service areas. There was no discussion on this farm, and the motion to recommend approval passed unanimously, 6-0.

22-10 – Thomas Wiltbank wishes to create an Agricultural Preservation District on his 300-acre farm located off Augustine Herman Highway near Chestertown in the Fourth Election District. The farm consists of 250 acres of crop land and 20 acres of woodland. Approximately 85.2% of the soils are considered Class I, II, or III. There are four dwellings on the property. The farm is zoned Agricultural Zoning District (AZD) and Resource Conservation District (RCD) and is within the Priority Preservation Area. It is adjacent to over 5,000 acres of districts and easements. It is outside the 10-year water and sewer plan service areas. There was no discussion on this farm, and the motion to recommend approval passed unanimously, 6-0.

The Agricultural Preservation Advisory Board has reviewed these applications and unanimously voted to forward favorable recommendations. The Planning Commission found that these applications are consistent with the Comprehensive Plan and meet the criteria for the creation of an agricultural land preservation district. Therefore, we forward our favorable recommendations for the approval of the above listed districts.

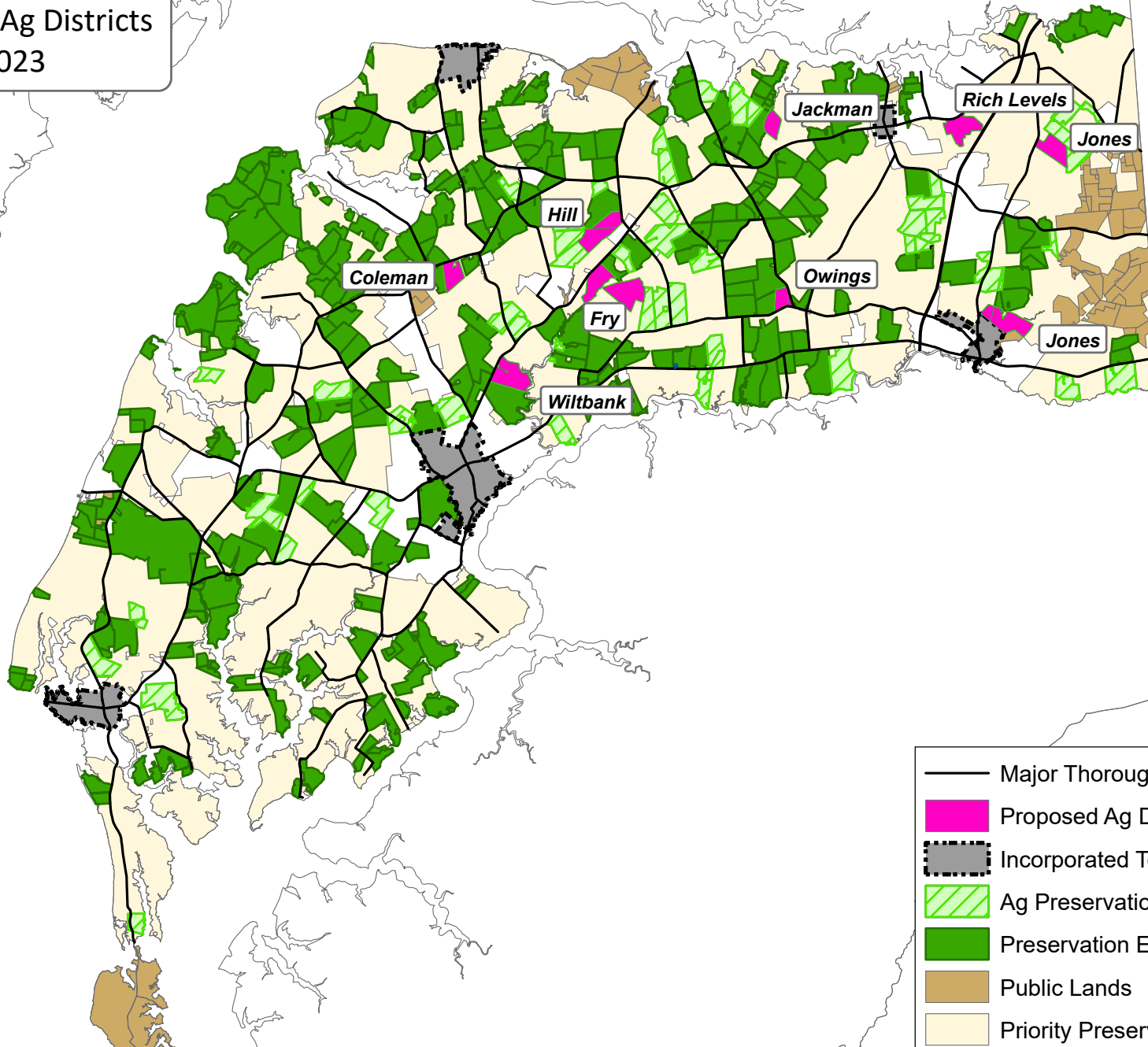
If you have any questions, please do not hesitate to contact Carla Gerber, Deputy Director of Planning.

Sincerely,
Kent County Planning Commission

A handwritten signature in cursive script, reading "F. Joseph Hickman".

F. Joseph Hickman
Chair

Proposed Ag Districts 2023



- Major Thoroughfare
- Proposed Ag Districts
- - - Incorporated Town
- ▨ Ag Preservation District
- Preservation Easement
- Public Lands
- Priority Preservation Area

Source: Kent County Dept. of Planning, Housing & Zoning
Map prepared March 2023.

**PROPOSED AGRICULTURAL LAND PRESERVATION DISTRICT
STAFF REPORT SUMMARY**

FILE #: ALP- 22-01
LANDOWNER(S): Jack Coleman

LOCATION: Lambs Meadow Road, Lynch
TAX MAP, PARCEL #: Map 20, Parcel 21

SIZE: 157.75 acres

RELATIONSHIP TO OTHER PRESERVED LAND This property is adjacent to over 1,100 acres of districts and easements.

TOTAL LAND USE:	<u>CROPLAND</u>	<u>PASTURE</u>	<u>WOODLAND</u>	<u>WETLAND</u>	<u>OTHER</u>
ACRES	155	0	2.75	0	0

DWELLINGS: None

GENERAL FARMING OPERATION: Grain Farm

PART OF LARGER OPERATION: Yes

OWNER OPERATED: Yes

TOTAL QUALIFYING SOILS:	<u>CLASS 1</u>	<u>CLASS II</u>	<u>CLASS III</u>	<u>= TOTAL</u>
ACRES:	45.0	102.2	8.0	155.2
PERCENT:	28.5	64.8	5.1	98.4

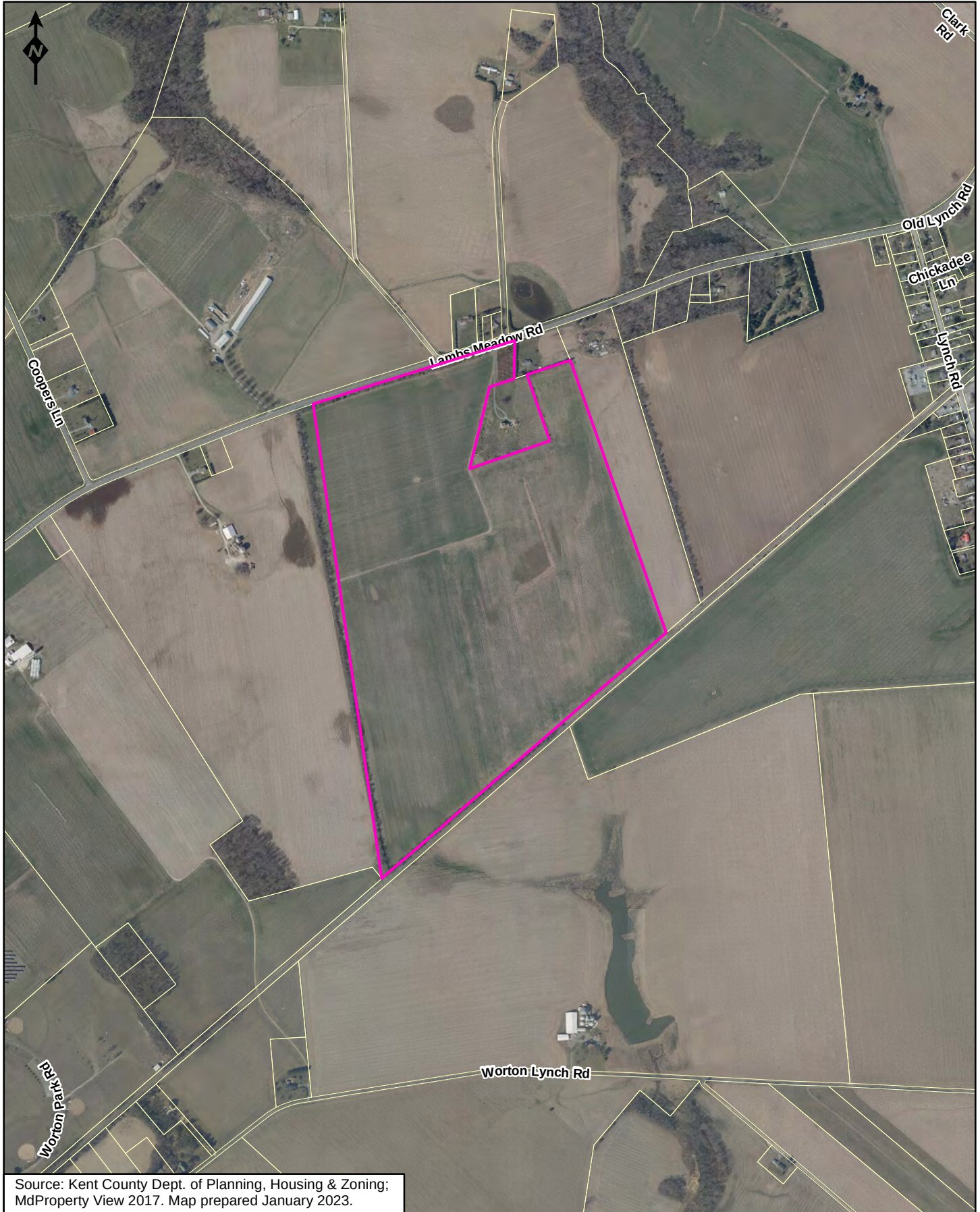
COUNTY ZONING/DENSITY: Agricultural Zoning District (AZD), base density 1:30

DEVELOPMENT PRESSURE: Moderate

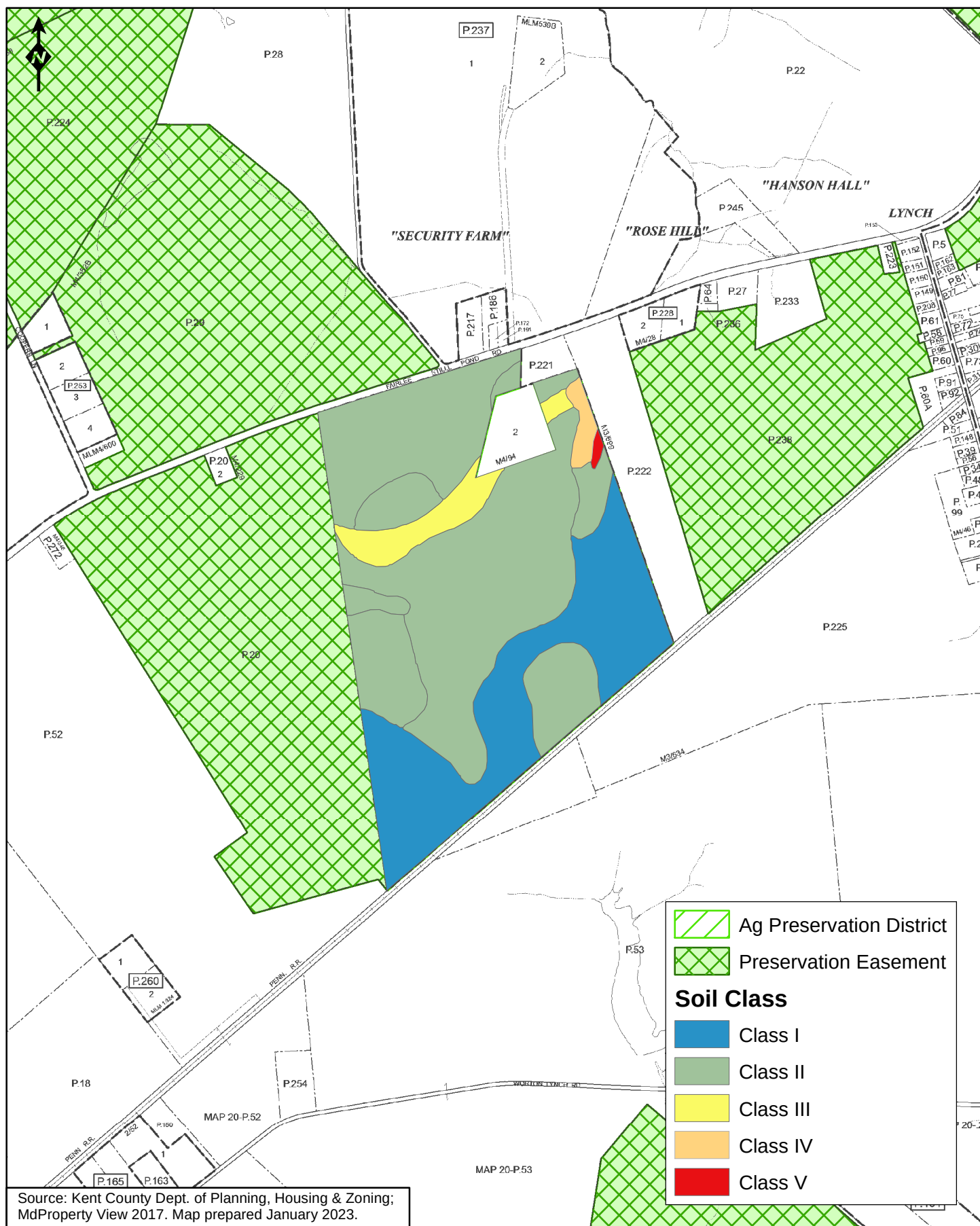
ACREAGE WITHHELD: No

OTHER INFORMATION: Farm is located within the Priority Preservation Area. The Soil and Water Conservation Plan was last updated in 2009. The owner has been notified that the plan needs to be updated.

RECOMMENDATION: Staff recommends approval.



Source: Kent County Dept. of Planning, Housing & Zoning;
MdProperty View 2017. Map prepared January 2023.



**PROPOSED AGRICULTURAL LAND PRESERVATION DISTRICT
STAFF REPORT SUMMARY**

FILE #: APD - 22-02
LANDOWNER(S): Fry Cooper Farm LLC

LOCATION: 11471 Augustine Herman Hwy, Kennedyville
TAX MAP, PARCEL #: Map 21, Parcel 83

SIZE: 194.3 acres

RELATIONSHIP TO OTHER PRESERVED LAND This property is adjacent to over 14,000 acres of districts and easements.

TOTAL LAND USE:	<u>CROPLAND</u>	<u>PASTURE</u>	<u>WOODLAND</u>	<u>WETLAND</u>	<u>OTHER</u>
ACRES	52.8	67.3	28.1	3.1	43

- Other includes farmstead and field buffers

DWELLINGS: 0 dwellings

GENERAL FARMING OPERATION: Dairy replacement heifer/dry cow facility, pasture and row crop

PART OF LARGER OPERATION: Yes

OWNER OPERATED: Cash lease

TOTAL QUALIFYING SOILS:	<u>CLASS I</u>	<u>CLASS II</u>	<u>CLASS III</u>	<u>= TOTAL</u>
ACRES:	0	117.0	4.9	121.9
PERCENT:	0	60.2	2.5	62.7

COUNTY ZONING/DENSITY: Agricultural Zoning District (AZD), base density 1:30

DEVELOPMENT PRESSURE: Moderate

ACREAGE WITHHELD: No

OTHER INFORMATION: Farm is located within the Priority Preservation Area. The Soil and Water Conservation Plan was last updated in 2017.

RECOMMENDATION: Staff recommends approval.

**PROPOSED AGRICULTURAL LAND PRESERVATION DISTRICT
STAFF REPORT SUMMARY**

FILE #: APD - 22-03
LANDOWNER(S): Fry Cooper Farm LLC

LOCATION: 28151 Comegys, Kennedyville
TAX MAP, PARCEL #: Map 21, Parcel 86

SIZE: 270 acres

RELATIONSHIP TO OTHER PRESERVED LAND This property is adjacent to over 14,000 acres of districts and easements.

TOTAL LAND USE:	<u>CROPLAND</u>	<u>PASTURE</u>	<u>WOODLAND</u>	<u>WETLAND</u>	<u>OTHER</u>
ACRES	145.9	50.7	26.0	10.8	36.6

- Other includes farmstead and field buffers

DWELLINGS: 1 dwelling

GENERAL FARMING OPERATION: Row crop, pasture and dairy replacement facility

PART OF LARGER OPERATION: Yes

OWNER OPERATED: Cash lease

TOTAL QUALIFYING SOILS:	<u>CLASS I</u>	<u>CLASS II</u>	<u>CLASS III</u>	<u>= TOTAL</u>
ACRES:	0	187.2	27.4	214.6
PERCENT:	0	69.3	10.1	79.5

COUNTY ZONING/DENSITY: Agricultural Zoning District (AZD), base density 1:30

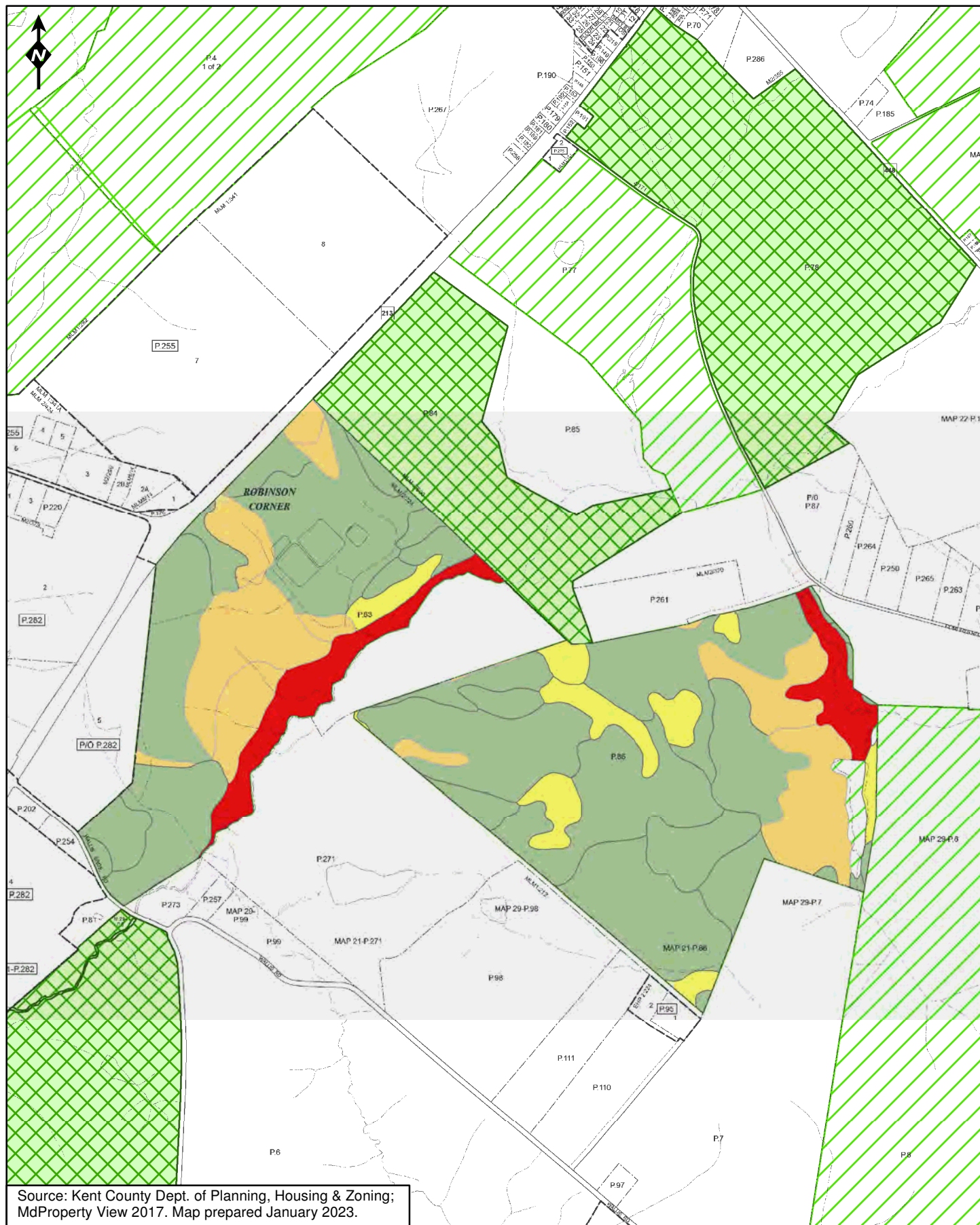
DEVELOPMENT PRESSURE: Moderate

ACREAGE WITHHELD: No

OTHER INFORMATION: Farm is located within the Priority Preservation Area. The Soil and Water Conservation Plan was last updated in 2017.

RECOMMENDATION: Staff recommends approval.





**PROPOSED AGRICULTURAL LAND PRESERVATION DISTRICT
STAFF REPORT SUMMARY**

FILE #: APD - 22-04
LANDOWNER(S): David A. Hill

LOCATION: 12192 Kennedyville Road, Kennedyville
TAX MAP, PARCEL #: Map 21, Parcel 4

SIZE: 268.3 acres

RELATIONSHIP TO OTHER PRESERVED LAND This property is adjacent to over 4,800 acres of districts or easements.

TOTAL LAND USE:	<u>CROPLAND</u>	<u>PASTURE</u>	<u>WOODLAND</u>	<u>WETLAND</u>	<u>OTHER</u>
ACRES	245.8	0	22.5	0	0

DWELLINGS: 0 dwellings

GENERAL FARMING OPERATION: Grain

PART OF LARGER OPERATION: Yes

OWNER OPERATED: Yes

TOTAL QUALIFYING SOILS:	<u>CLASS I</u>	<u>CLASS II</u>	<u>CLASS III</u>	<u>= TOTAL</u>
ACRES:	64.4	174.7	11.1	250.2
PERCENT:	24.0	65.1	4.2	93.3

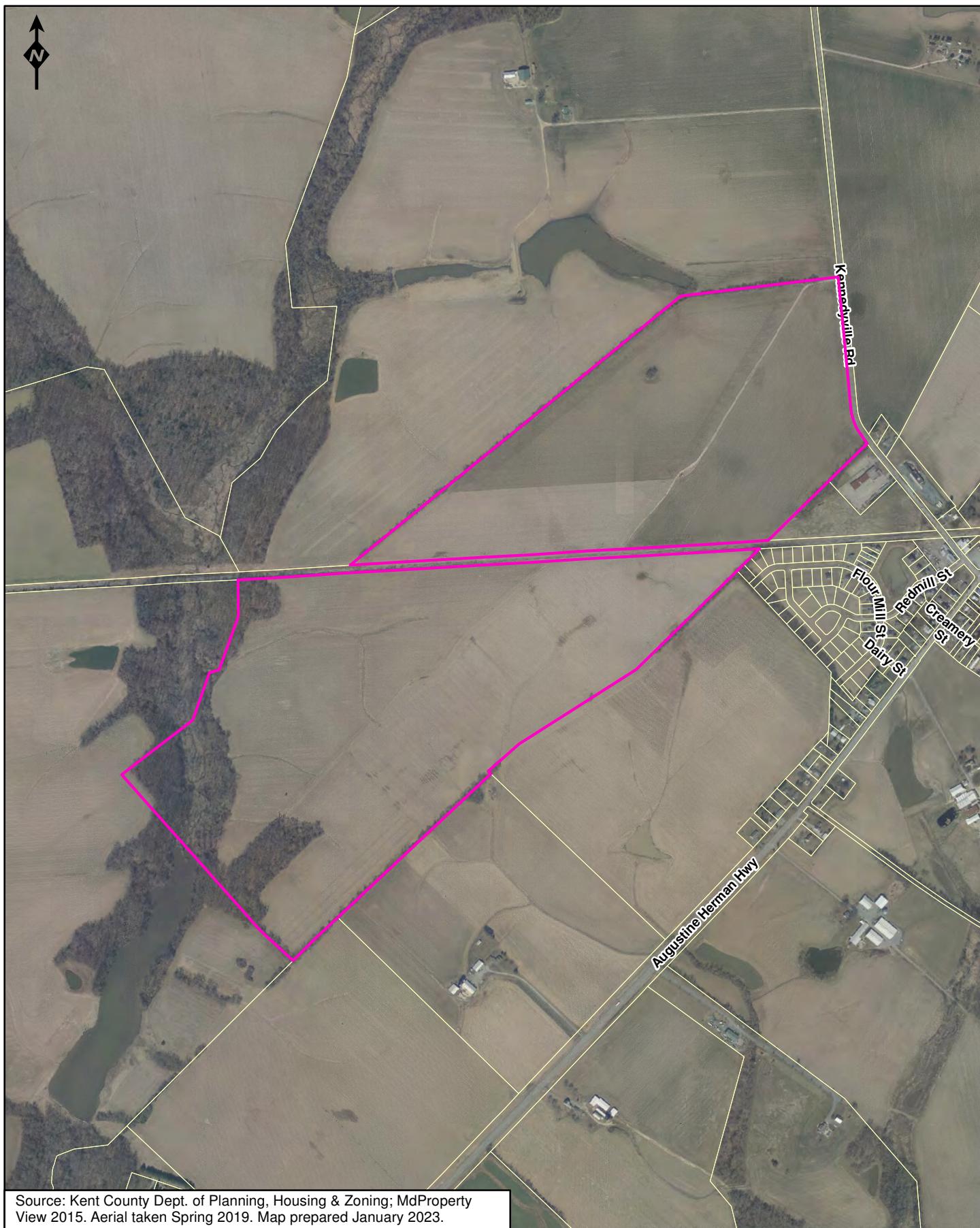
COUNTY ZONING/DENSITY: Agricultural Zoning District (AZD), base density 1:30

DEVELOPMENT PRESSURE: Moderate

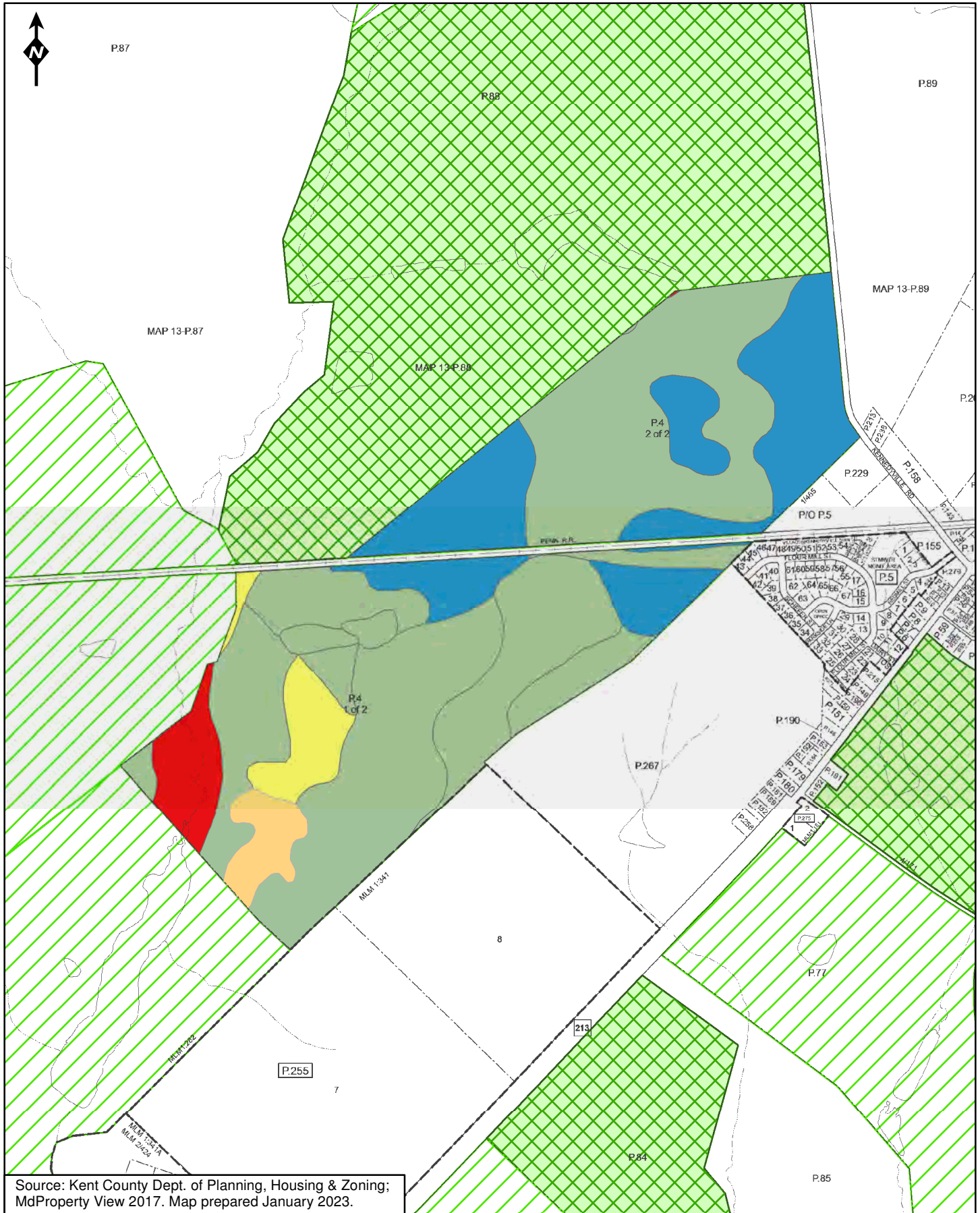
ACREAGE WITHHELD: No

OTHER INFORMATION: Farm is located within the Priority Preservation Area. The Soil and Water Conservation Plan was last updated in 2016.

RECOMMENDATION: Staff recommends approval.



Source: Kent County Dept. of Planning, Housing & Zoning; MdProperty View 2015. Aerial taken Spring 2019. Map prepared January 2023.



**PROPOSED AGRICULTURAL LAND PRESERVATION DISTRICT
STAFF REPORT SUMMARY**

FILE #: APD - 22-05
LANDOWNER(S): Chris Jackman

LOCATION: 12986 Augustine Herman Hwy, Kennedyville
TAX MAP, PARCEL #: Map 14, Parcel 3

SIZE: 113.18 acres

RELATIONSHIP TO OTHER PRESERVED LAND This property is adjacent to over 14,000 acres of districts and easements.

TOTAL LAND USE:	<u>CROPLAND</u>	<u>PASTURE</u>	<u>WOODLAND</u>	<u>WETLAND</u>	<u>OTHER</u>
ACRES	60	5	45	0	3

DWELLINGS: 2 dwellings

GENERAL FARMING OPERATION: Grain Farm

PART OF LARGER OPERATION: No

OWNER OPERATED: Yes

TOTAL QUALIFYING SOILS:	<u>CLASS I</u>	<u>CLASS II</u>	<u>CLASS III</u>	<u>= TOTAL</u>
ACRES:	0.0	47.6	29.1	76.7
PERCENT:	0.0	42.1	25.7	67.7

COUNTY ZONING/DENSITY: Agricultural Zoning District (AZD), base density 1:30 and
Resource Conservation District (RCD), base density 1:20

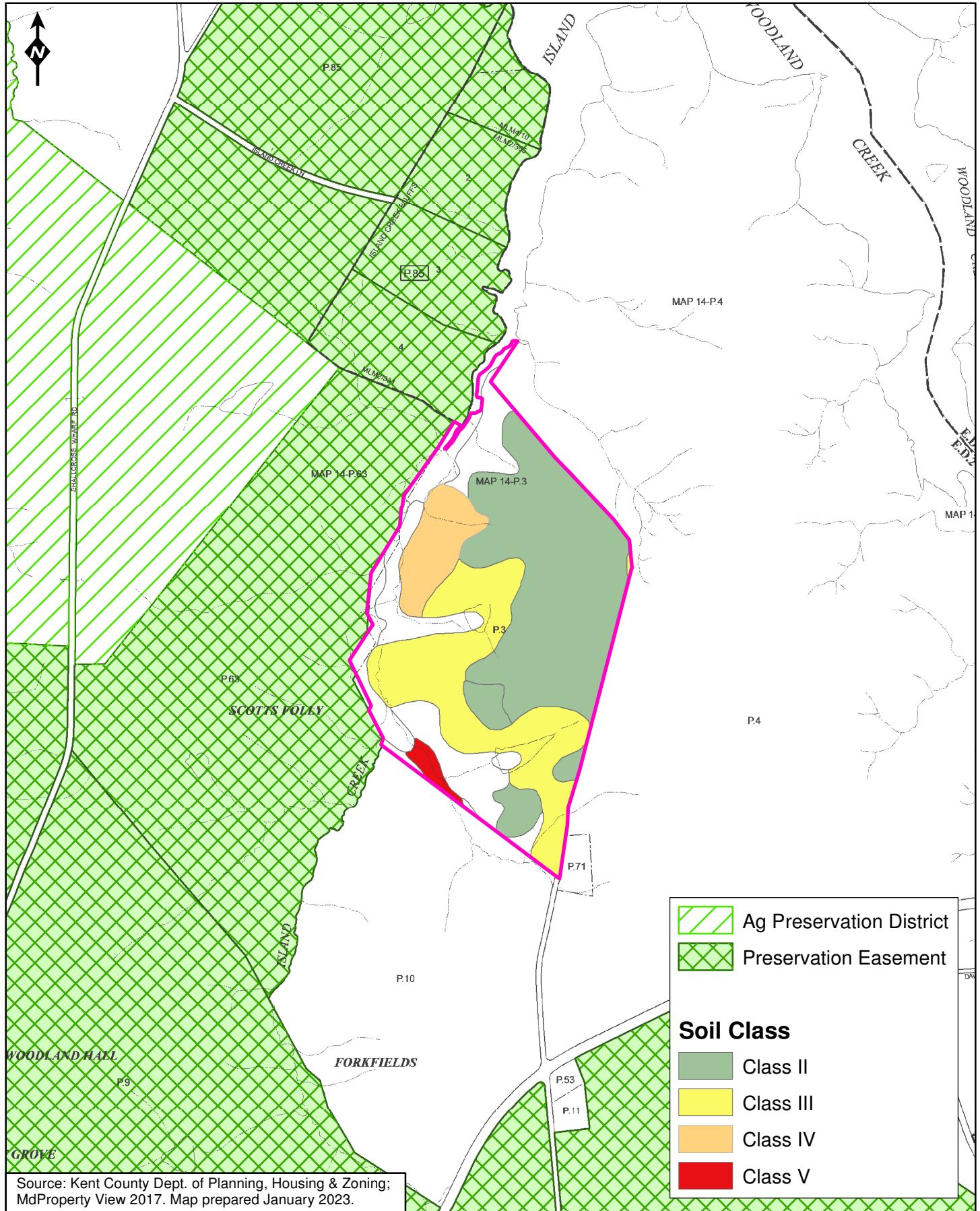
DEVELOPMENT PRESSURE: Moderate

ACREAGE WITHHELD: No

OTHER INFORMATION: Farm is located within the Priority Preservation Area. The Soil and Water Conservation Plan was last updated in 2010. The owner has been notified that the plan needs to be updated.

RECOMMENDATION: Staff recommends approval.





**PROPOSED AGRICULTURAL LAND PRESERVATION DISTRICT
STAFF REPORT SUMMARY**

FILE #: APD - 22-06
LANDOWNER(S): Lester C. Jones and Sons, Inc. (Sean Jones)

LOCATION: 13121 Massey Road, Massey
TAX MAP, PARCEL #: Map 16, Parcel 5

SIZE: 192.36 acres

RELATIONSHIP TO OTHER PRESERVED LAND This property is adjacent to over 1,000 acres of districts or easements, and Cypress Branch State Park.

TOTAL LAND USE:

	<u>CROPLAND</u>	<u>PASTURE</u>	<u>WOODLAND</u>	<u>WETLAND</u>	<u>OTHER</u>
ACRES	183.1	0	0	7.3	2

DWELLINGS: 1 dwelling

GENERAL FARMING OPERATION: Grain and some vegetables

PART OF LARGER OPERATION: Yes

OWNER OPERATED: Yes

TOTAL QUALIFYING SOILS:

	<u>CLASS I</u>	<u>CLASS II</u>	<u>CLASS III</u>	<u>= TOTAL</u>
ACRES:	44.8	117.5	7.7	170.0
PERCENT:	23.3	61.1	4.0	88.4

COUNTY ZONING/DENSITY: Agricultural Zoning District (AZD), base density 1:30

DEVELOPMENT PRESSURE: Moderate

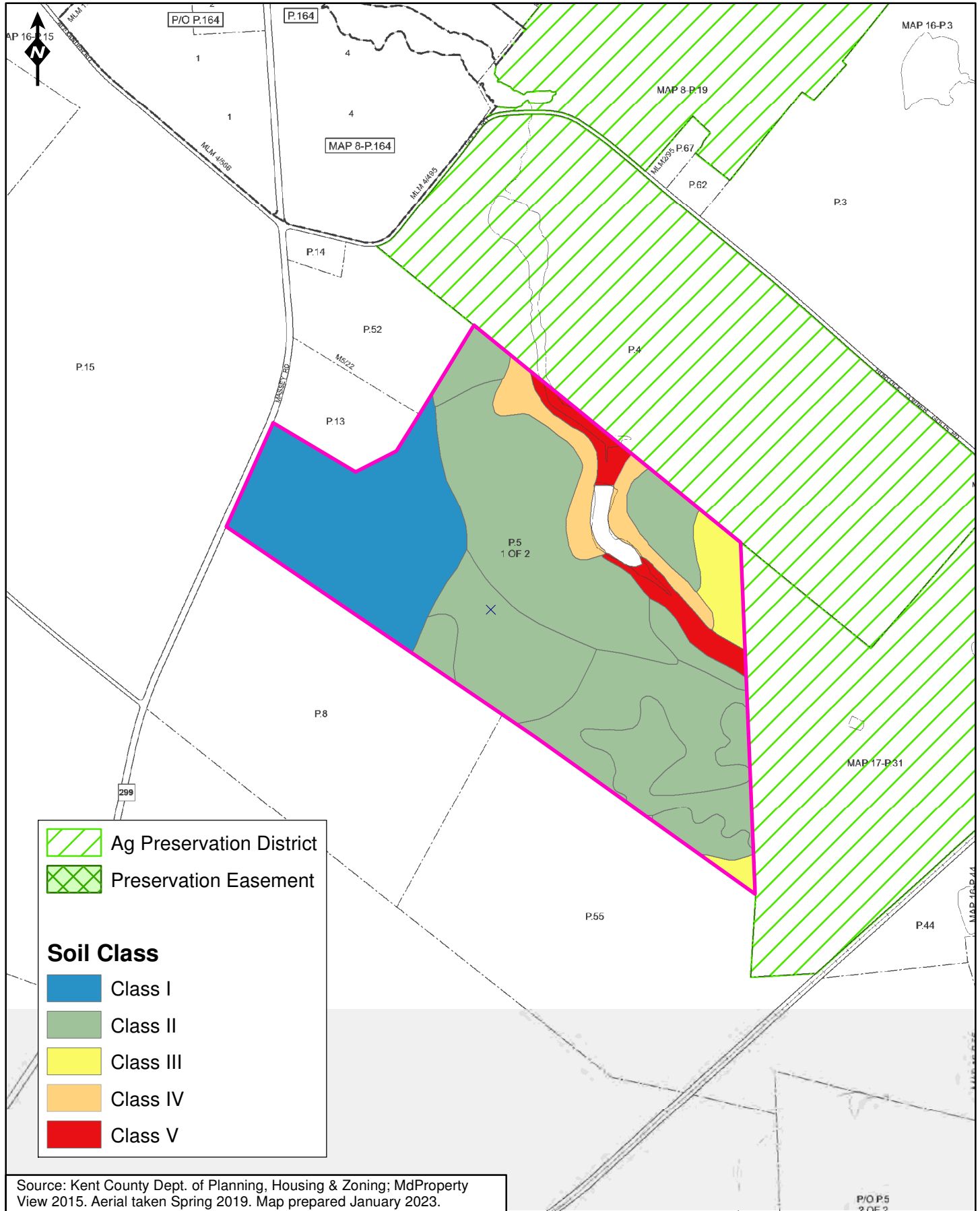
ACREAGE WITHHELD: No

OTHER INFORMATION: Farm is located within the Priority Preservation Area. The Soil and Water Conservation Plan was last updated in 2022.

RECOMMENDATION: Staff recommends approval.



Source: Kent County Dept. of Planning, Housing & Zoning; MdProperty View 2015. Aerial taken Spring 2019. Map prepared January 2023.



**PROPOSED AGRICULTURAL LAND PRESERVATION DISTRICT
STAFF REPORT SUMMARY**

FILE #: APD - 22-07
LANDOWNER(S): Lester C. Jones and Sons, Inc. (Sean Jones)

LOCATION: Speer Road, Millington
TAX MAP, PARCEL #: Map 32, Parcel 4, Lot 1

SIZE: 280.31 acres

RELATIONSHIP TO OTHER PRESERVED LAND . This property is adjacent to over 1,000 acres of districts or easements, and Cypress Branch State Park

TOTAL LAND USE:

	<u>CROPLAND</u>	<u>PASTURE</u>	<u>WOODLAND</u>	<u>WETLAND</u>	<u>OTHER</u>
ACRES	216.5	0	63.81	0	0

DWELLINGS: 0 dwellings

GENERAL FARMING OPERATION: Grain and some vegetables

PART OF LARGER OPERATION: Yes

OWNER OPERATED: Yes

TOTAL QUALIFYING SOILS:

	<u>CLASS I</u>	<u>CLASS II</u>	<u>CLASS III</u>	<u>= TOTAL</u>
ACRES:	27.1	172.6	23.3	233.0
PERCENT:	9.7	61.6	8.3	79.5

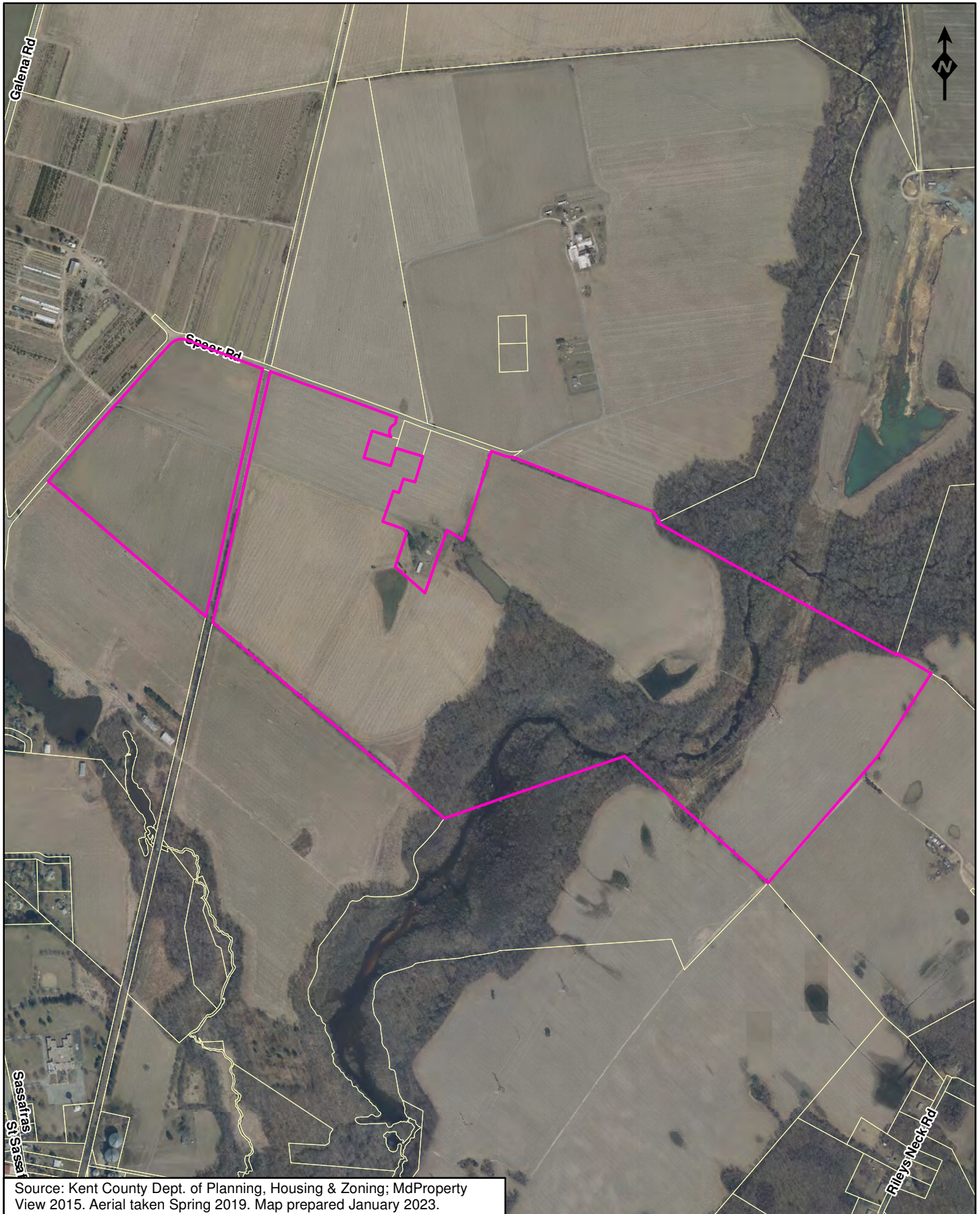
COUNTY ZONING/DENSITY: Agricultural Zoning District (AZD), base density 1:30

DEVELOPMENT PRESSURE: Moderate

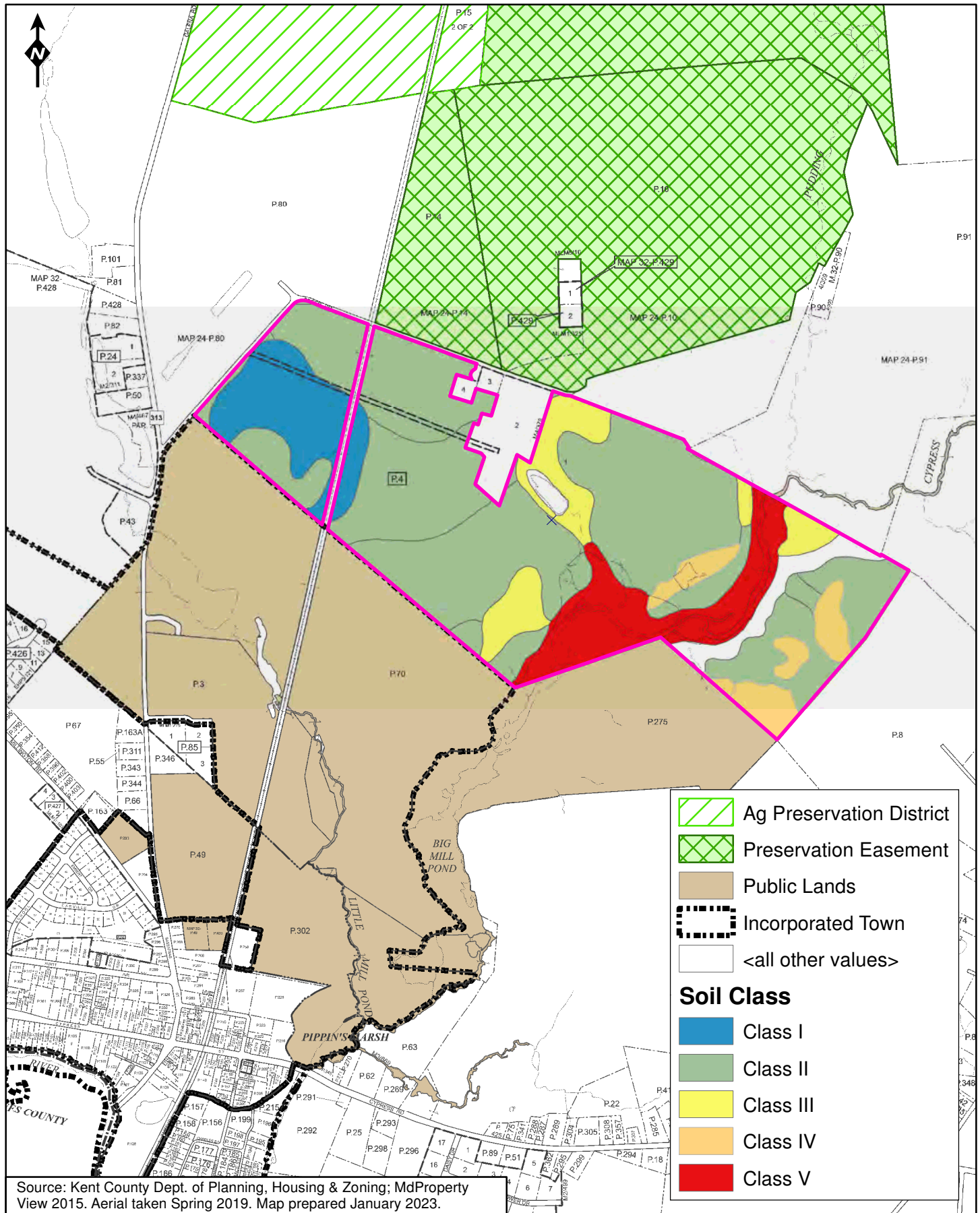
ACREAGE WITHHELD: No

OTHER INFORMATION: Farm is located within the Priority Preservation Area. The Soil and Water Conservation Plan was last updated in 2016.

RECOMMENDATION: Staff recommends approval.



Source: Kent County Dept. of Planning, Housing & Zoning; MdProperty View 2015. Aerial taken Spring 2019. Map prepared January 2023.



Source: Kent County Dept. of Planning, Housing & Zoning; MdProperty View 2015. Aerial taken Spring 2019. Map prepared January 2023.

**PROPOSED AGRICULTURAL LAND PRESERVATION DISTRICT
STAFF REPORT SUMMARY**

FILE #: APD - 22-08
LANDOWNER(S): Owings and Sons Business Trust

LOCATION: 29960 Morgnec Road, Kennedyville
TAX MAP, PARCEL #: Map 22, Parcel 25, Lots 1 and 2

SIZE: 107.683 acres

RELATIONSHIP TO OTHER PRESERVED LAND This property is adjacent to over 14,000 acres of districts and easements.

TOTAL LAND USE:	<u>CROPLAND</u>	<u>PASTURE</u>	<u>WOODLAND</u>	<u>WETLAND</u>	<u>OTHER</u>
ACRES	107.684	0	0	0	0

DWELLINGS: 0 dwellings

GENERAL FARMING OPERATION: Grain Farm

PART OF LARGER OPERATION: Yes

OWNER OPERATED: Yes

TOTAL QUALIFYING SOILS:	<u>CLASS I</u>	<u>CLASS II</u>	<u>CLASS III</u>	<u>= TOTAL</u>
ACRES:	33.0	71.6	3.0	107.7
PERCENT:	30.6	66.5	2.8	100

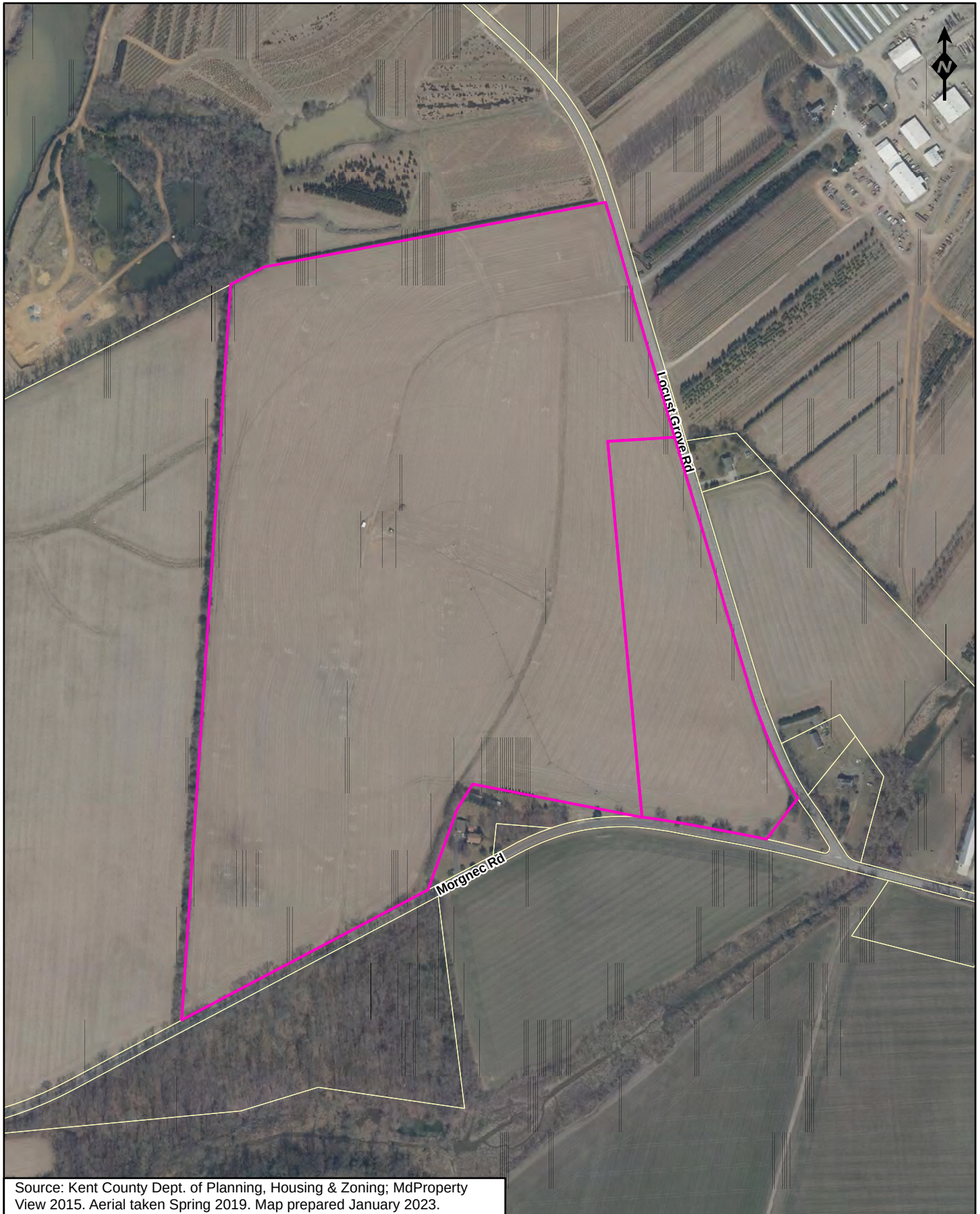
COUNTY ZONING/DENSITY: Agricultural Zoning District (AZD), base density 1:30

DEVELOPMENT PRESSURE: Moderate

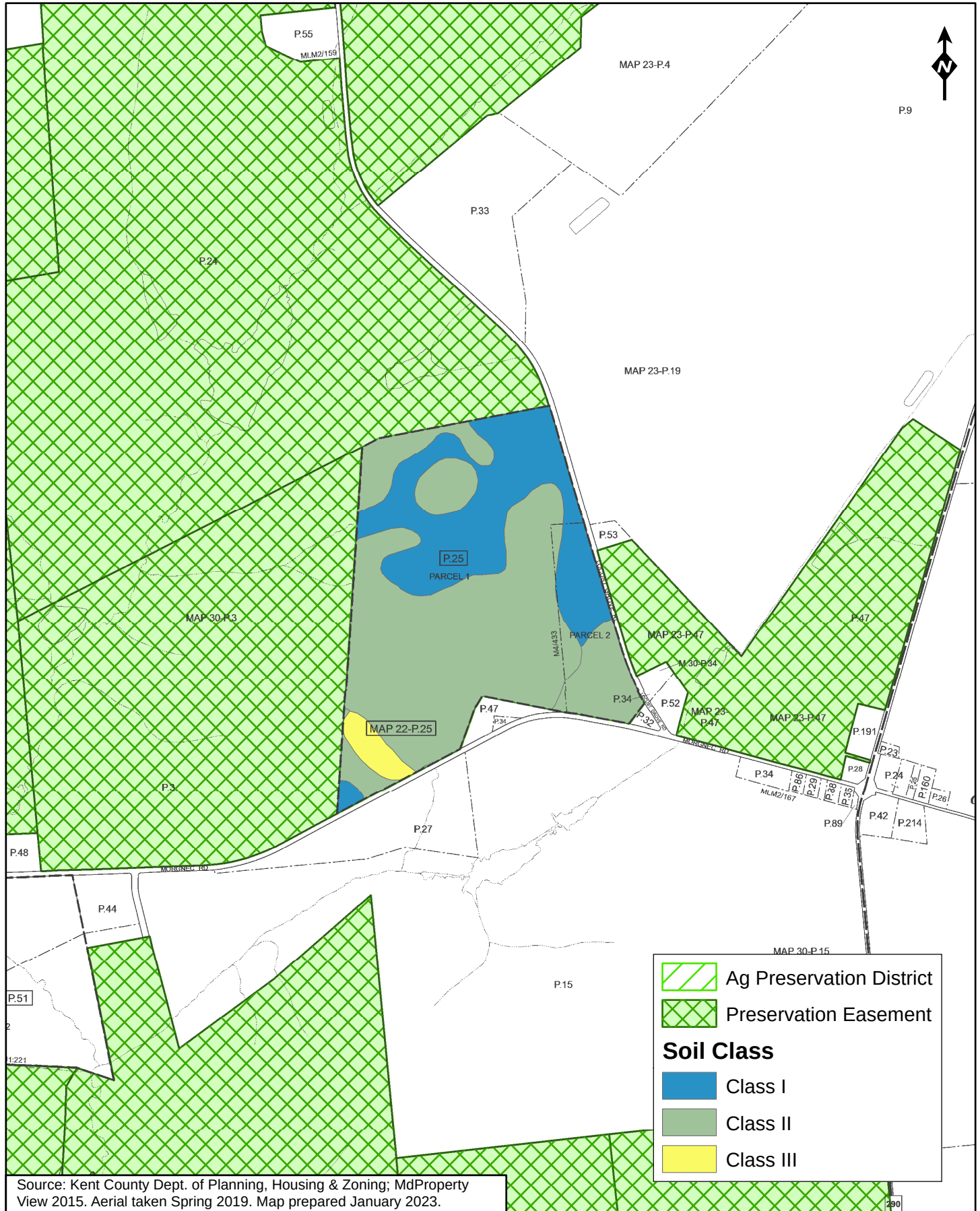
ACREAGE WITHHELD: No

OTHER INFORMATION: Farm is located within the Priority Preservation Area. The Soil and Water Conservation Plan was last updated in 1997. The owner has been notified that the plan needs to be updated.

RECOMMENDATION: Staff recommends approval.



Source: Kent County Dept. of Planning, Housing & Zoning; MdProperty View 2015. Aerial taken Spring 2019. Map prepared January 2023.



**PROPOSED AGRICULTURAL LAND PRESERVATION DISTRICT
STAFF REPORT SUMMARY**

FILE #: APD - 22-09
LANDOWNER(S): Rich Levels at Mill Creek LLC (Davis)

LOCATION: 32269 Sassafras Caldwell Road, Galena
TAX MAP, PARCEL #: Map 16, Parcel 2

SIZE: 228.6 acres

RELATIONSHIP TO OTHER PRESERVED LAND This property is not adjacent to any districts or easements.

TOTAL LAND USE:

	<u>CROPLAND</u>	<u>PASTURE</u>	<u>WOODLAND</u>	<u>WETLAND</u>	<u>OTHER</u>
ACRES	?	?	?	?	?

DWELLINGS: 0 dwellings

GENERAL FARMING OPERATION: Grain

PART OF LARGER OPERATION: Yes

OWNER OPERATED: Yes

TOTAL QUALIFYING SOILS:

	<u>CLASS I</u>	<u>CLASS II</u>	<u>CLASS III</u>	<u>= TOTAL</u>
ACRES:	62.4	109.5	8.6	180.6
PERCENT:	27.3	47.9	3.8	79.0

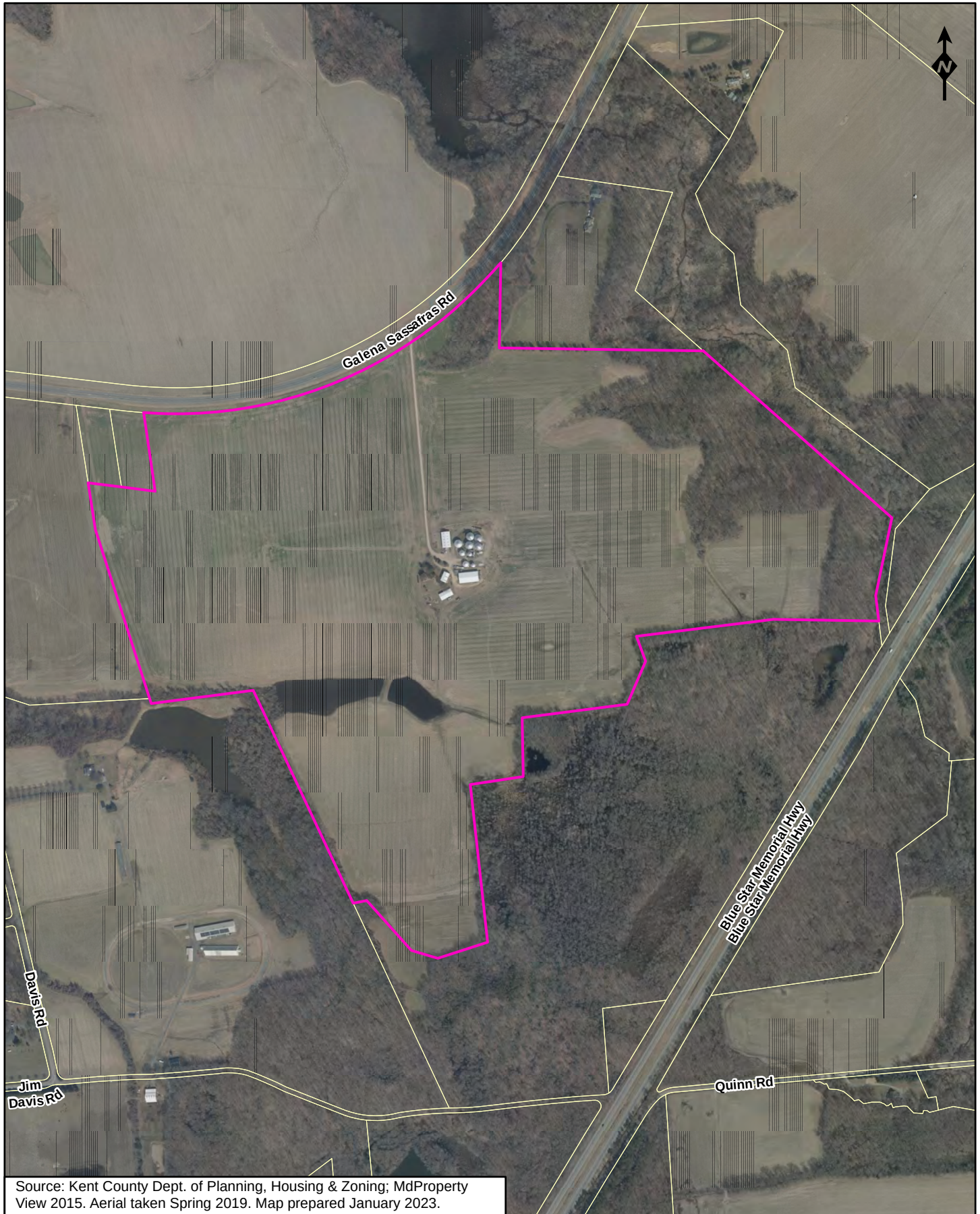
COUNTY ZONING/DENSITY: Agricultural Zoning District (AZD), base density 1:30

DEVELOPMENT PRESSURE: Moderate

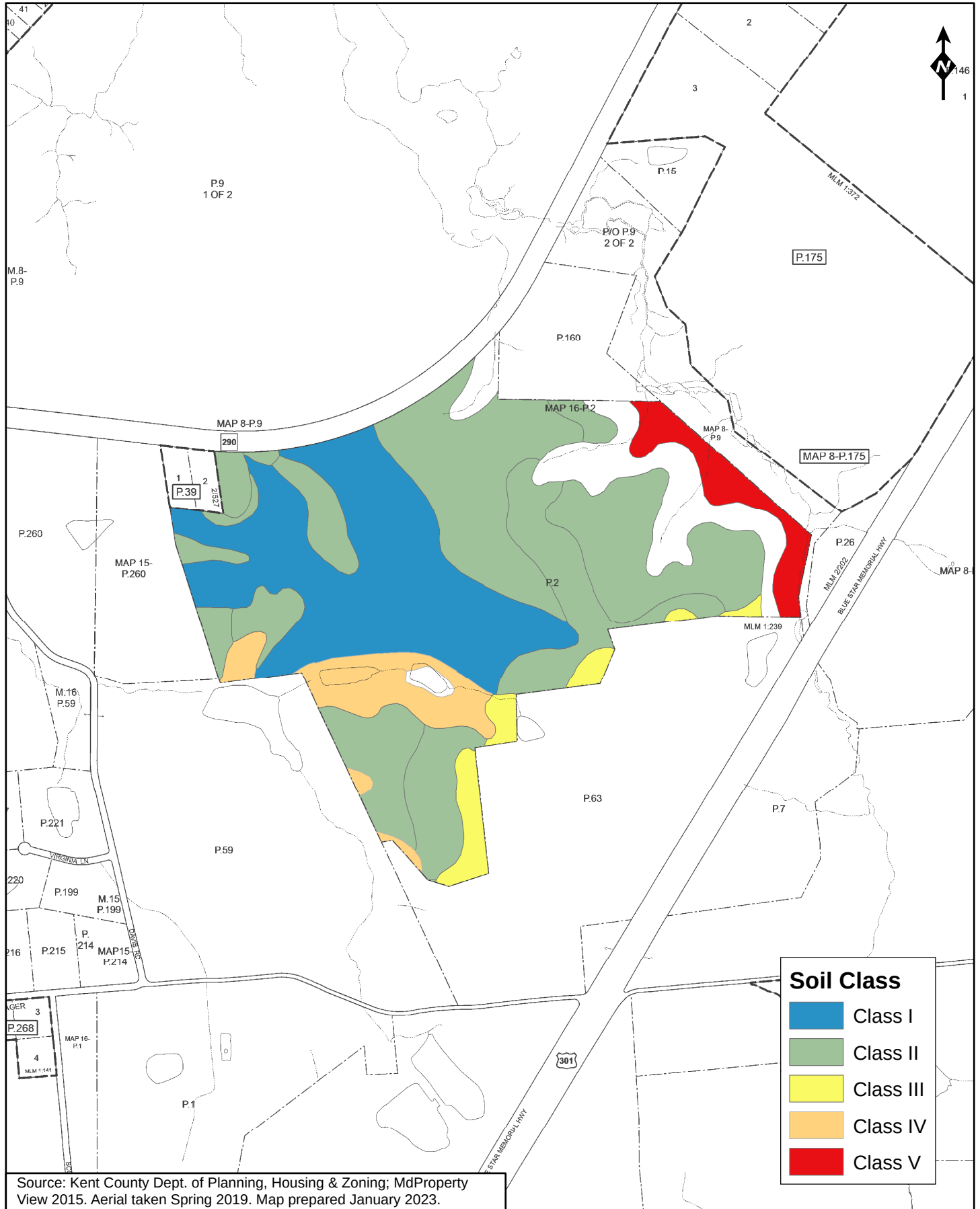
ACREAGE WITHHELD: No

OTHER INFORMATION: Farm is located within the Priority Preservation Area. The Soil and Water Conservation Plan was last updated in 2014.

RECOMMENDATION: Staff recommends approval.



Source: Kent County Dept. of Planning, Housing & Zoning; MdProperty View 2015. Aerial taken Spring 2019. Map prepared January 2023.



**PROPOSED AGRICULTURAL LAND PRESERVATION DISTRICT
STAFF REPORT SUMMARY**

FILE #: APD - 22-10
LANDOWNER(S): Thomas A. Wiltbank, et al

LOCATION: 10187 Augustine Herman Hwy, Chestertown
TAX MAP, PARCEL #: Map 28, Parcel 42

SIZE: 300 acres

RELATIONSHIP TO OTHER PRESERVED LAND This property is adjacent to over 5,000 acres of districts and easements.

TOTAL LAND USE:	<u>CROPLAND</u>	<u>PASTURE</u>	<u>WOODLAND</u>	<u>WETLAND</u>	<u>OTHER</u>
ACRES	250.3	0	19.7	15	15

- Other includes dwellings, buildings and pond

DWELLINGS: 4 dwellings

GENERAL FARMING OPERATION: Grain Farm

PART OF LARGER OPERATION: No

OWNER OPERATED: Yes

TOTAL QUALIFYING SOILS:	<u>CLASS I</u>	<u>CLASS II</u>	<u>CLASS III</u>	<u>= TOTAL</u>
ACRES:	22.5	173.8	59.2	255.5
PERCENT:	7.5	57.9	19.7	85.2

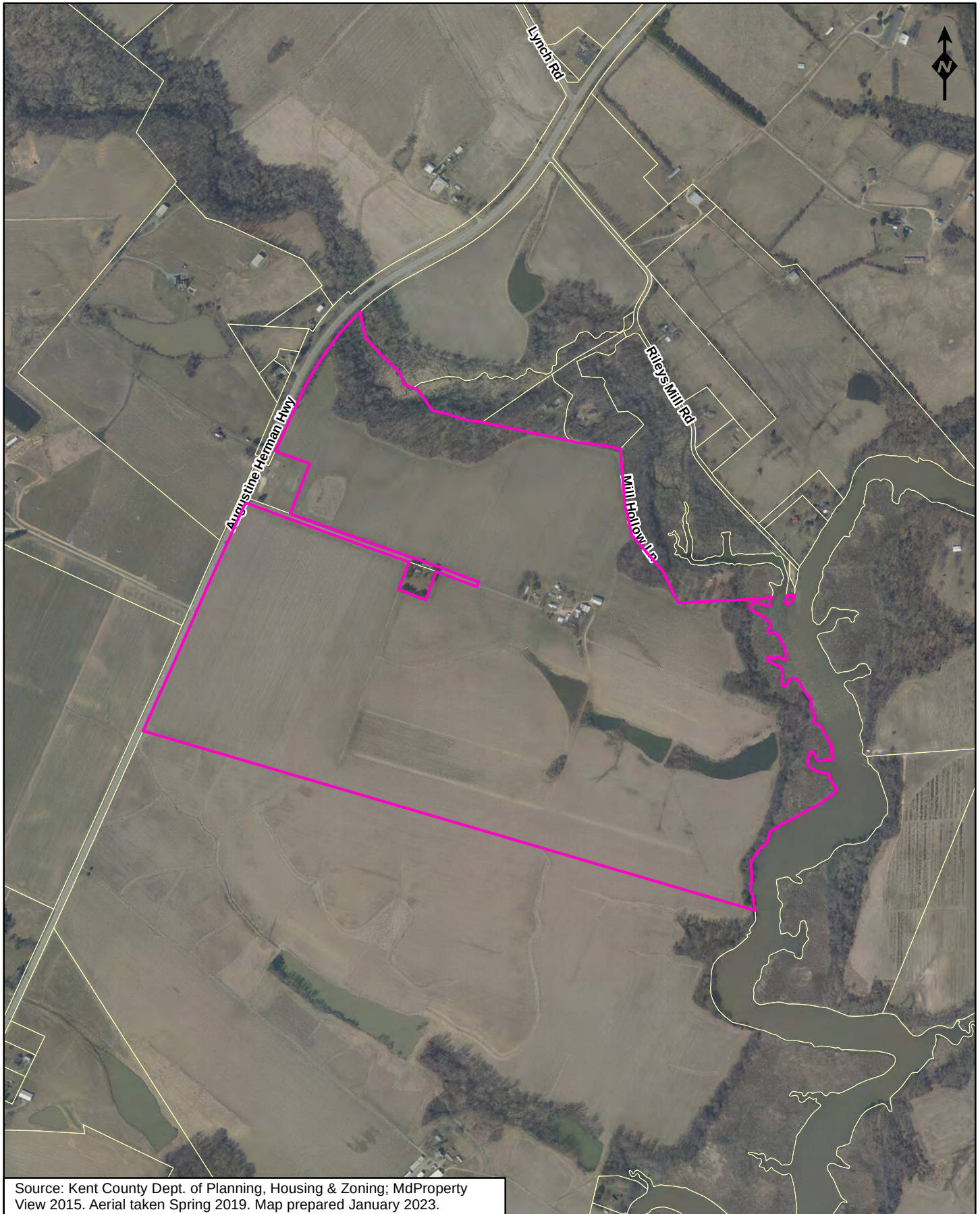
COUNTY ZONING/DENSITY: Agricultural Zoning District (AZD), base density 1:30 and
Resource Conservation District (RCD), base density 1:20

DEVELOPMENT PRESSURE: Moderate

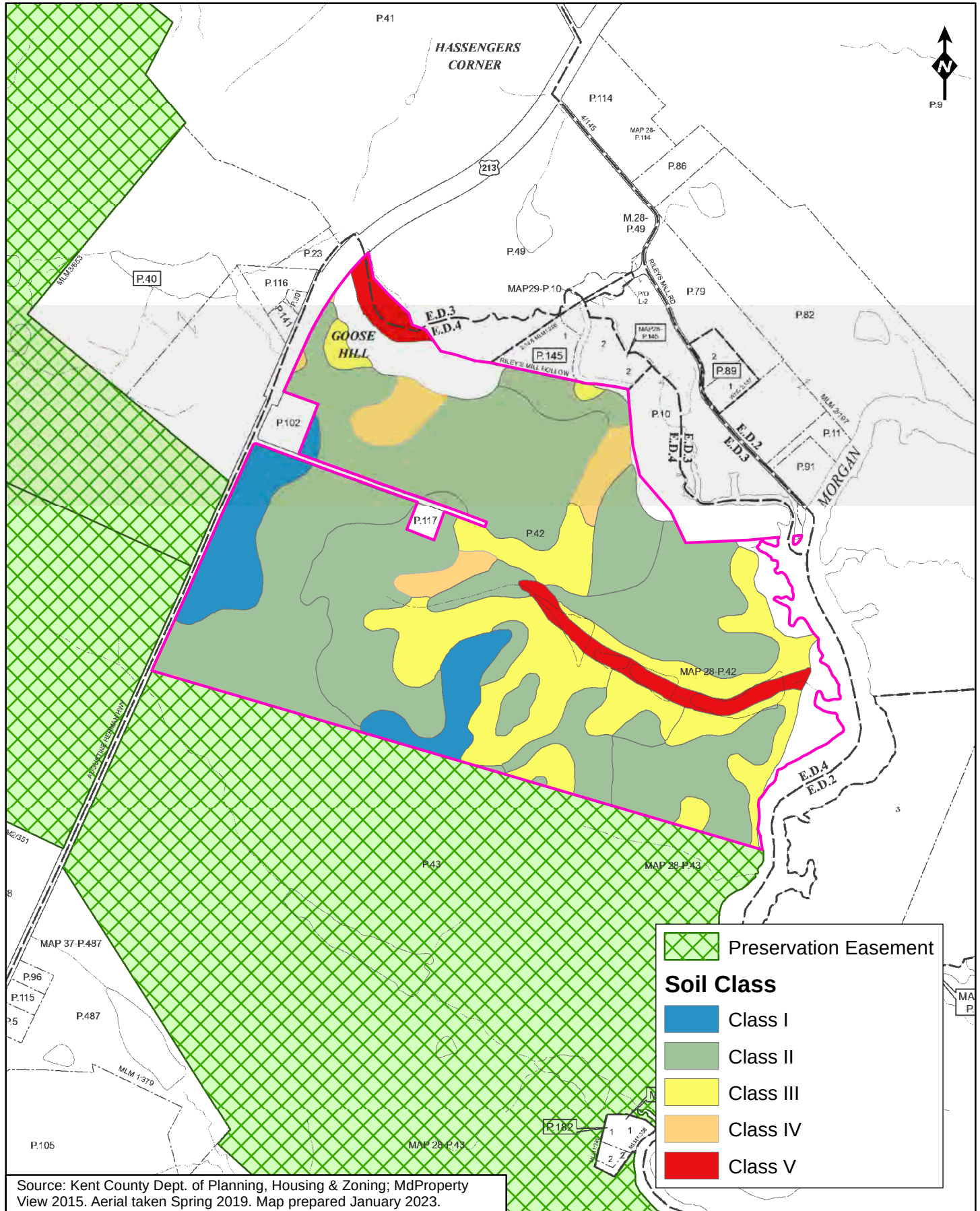
ACREAGE WITHHELD: No

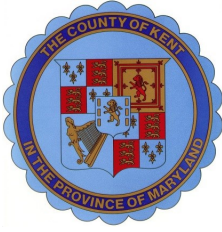
OTHER INFORMATION: Farm is located within the Priority Preservation Area. The Soil and Water Conservation Plan was last updated in 2011. The owner has been notified that the plan needs to be updated.

RECOMMENDATION: Staff recommends approval.



Source: Kent County Dept. of Planning, Housing & Zoning; MdProperty View 2015. Aerial taken Spring 2019. Map prepared January 2023.





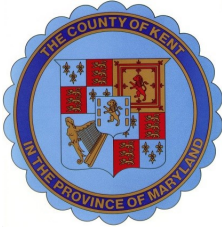
Thomas N. Yeager, County Attorney
5/16/2023
County Commissioners Meeting

Item Summary:

Legislative Session Protocol

ATTACHMENTS:

Description



Bill Mackey, Director, Planning, Housing and Zoning
5/16/2023
County Commissioners Meeting

Item Summary:

On March 14, 2023, the County Commissioners adopted Resolution 2023-02 to consider a zoning text amendment to update the permitted height of industrial structures in the Industrial, Commercial, and Employment Center zoning districts and located in the Route 301 Corridor.

On April 6, 2023, the Kent County Planning Commission held a public hearing on the proposed change and requested additional information from the planning staff. All related information is posted online here.

On May 4, 2023, the Kent County Planning Commission met and discussed the proposed change and voted to provide an unfavorable recommendation to the County Commissioners on the proposed amendment, suggesting that the County Commissioners introduce an amendment that allows for additional height via a special exception for heights in the Industrial, Commercial, and Employment Center zoning districts. A letter from the Kent County Planning Commission is attached.

As part of the Planning Commission's review process, a definition of the Route 301 Corridor for addition to the Land Use Ordinance was proposed, reviewed, and revised to provide clarity. Although the Planning Commission did not formally recommend re the definition, it has been included in Section 4 of the CHRB. A map that indicates visually what is being proposed by the text is attached for reference. The map is not being proposed for adoption as part of the change to the Land Use Ordinance; it is for reference only.

This item is presented for first reading and introduction of a Bill in order to schedule a public hearing.

Staff recommends approval, in order to schedule the public hearing.

ATTACHMENTS:

Description

Revised DRAFT CHR Bill 2-2023 for Industrial Structures in 301 Corridor

Illustrative Map of the Proposed Route 301 Corridor

Letter from the Planning Commission

Resolution initiating the process for ZTA review

THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND

Month X, 2023
Legislative Session Day

Legislative Session Day
Month X, 2023

CODE HOME RULE
BILL NO. X-2023

INTRODUCED BY: Ronald H. Fithian, President of the Board of County Commissioners for Kent County, Maryland.

AN ACT to amend Chapter 222, Zoning, of the Public Local Laws of Kent County, Maryland, also known as the Kent County Land Use Ordinance, in order to update Article V. District Regulations, Section 11. Commercial District, § 11.5 Density, Area, Height, Width, and Yard Requirements, by adding a new provision to regulate the height of industrial structures in general and by adding a new provision to regulate the permitted height of industrial structures in the 301 Corridor; to update Article V. District Regulations, Section 14. Employment Center District, § 14.5 Density, Height, Width, Bulk, and Fence Requirements, by adding a new provision to regulate the permitted height of industrial structures in the 301 Corridor; to update Article V. District Regulations, Section 15. Industrial District, § 15.5 Density, Height, Width, and Fence Requirements, by adding a new provision to regulate the permitted height of industrial structures in the 301 Corridor; and to update Article XI, Definitions, Section 2. Definitions, by adding a new definition for the Route 301 Corridor, inserted as item # 278.25.

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

Ronald H. Fithian, President

INTRODUCED, read the first time, Month X, 2023, ordered posted and public hearing scheduled on Month X, 2023, at XX:XX a.m. / p.m. in the County Commissioners Hearing Room, R. Clayton Mitchell, Jr., Kent County Government Center, 400 High Street, Chestertown, Maryland.

By order of:

Sondra M. Blackiston, Clerk

PUBLIC HEARING

HAVING been posted and notice of the time and place of the hearing and copies having been made available to the public and the press, a public hearing was held on Month X, 2023. Reported favorably [with] [without] amendments; read the second time and ordered to be considered on Month X, 2023, a legislative session day.

BILL NO. X-2023

1

CAPITALS & BOLD INDICATES MATTER ADDED TO EXISTING LAW.

~~Strike through~~ indicates matter deleted from existing law.

A BILL ENTITLED CHR X-2023 INDUSTRIAL STRUCTURES IN 301 CORRIDOR

NOW, THEREFORE, BE IT ENACTED BY THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND that the Kent County Land Use Ordinance is hereby amended as follows:

SECTION 1.

ARTICLE V.
DISTRICT REGULATIONS

SECTION 11. COMMERCIAL DISTRICT

...

11.5 DENSITY, AREA, HEIGHT, WIDTH, AND YARD REQUIREMENTS

...

Height ¹

- INDUSTRIAL STRUCTURE	45 FEET
- INDUSTRIAL STRUCTURE IN 301 CORRIDOR	60 FEET
- Commercial <i>structure</i>	45 feet
- Residential <i>structure</i>	38 feet
- Fence ²	
- Security	8 feet
- Ornamental	
Front and <i>side yard</i>	4 feet
Rear <i>yard</i>	8 feet

¹ Except in an area defined as the Kent County *Airport* Safety Area, the height limitations do not apply to: belfries; ornamental towers and spires; church spires; public monuments; commercial radio, personal wireless facility, and television towers less than 200 feet in height; stage towers or scenery lofts; tanks; conveyors; silos and corn dryers; elevator bulkheads; fire towers; water towers; stand pipes; and flag poles.

² Fences do not need to meet yard requirements.

SECTION 2.ARTICLE V.
DISTRICT REGULATIONS

SECTION 14. EMPLOYMENT CENTER DISTRICT

...

14.5 DENSITY, HEIGHT, WIDTH, BULK, AND FENCE REQUIREMENTS

	STANDARD	INDUSTRIAL SUBDIVISION
...		
Height		
- Industrial <i>structure</i>	45 feet	45 feet
- INDUSTRIAL STRUCTURE IN 301 CORRIDOR	60 FEET	60 FEET
- Residential <i>structure</i>	35 feet	35 feet
- Towers, silos, etc.	150 feet ⁵	150 feet ⁵
- Fence ⁶		
- Security	8 feet	8 feet
- Ornamental		
<i>Front and Side</i>	4 feet	4 feet
<i>Rear</i>	8 feet	8 feet
Maximum building footprint		
- Distribution Center		
- Route 301 Corridor	NA	NA
- Other locations	75,000 sq. ft.	75,000 sq. ft.
- Other industrial <i>buildings</i>		
- Route 301 Corridor	NA	NA
- Other locations	250,000 sq. ft.	250,000 sq. ft.
- Office <i>buildings</i> *	10,000 sq. ft.	10,000 sq. ft.

⁵ Except in the *Airport* Safety Zone

⁶ Fences do not need to meet the yard requirements.

SECTION 3.ARTICLE V.
DISTRICT REGULATIONS

SECTION 15. INDUSTRIAL DISTRICT

...

15.5 DENSITY, HEIGHT, WIDTH, BULK, AND FENCE REQUIREMENTS

	STANDARD	INDUSTRIAL SUBDIVISION
...		
Height		
- Industrial <i>structure</i>	45 feet	45 feet
- INDUSTRIAL STRUCTURE IN 301 CORRIDOR	60 FEET	60 FEET
- Residential <i>structure</i>	35 feet	35 feet
- Towers, silos, etc.	150 feet ⁵	150 feet ⁵
- Fence ⁶		
- Security	8 feet	8 feet
- Ornamental		
<i>Front and Side</i>	4 feet	4 feet
<i>Rear</i>	8 feet	8 feet
Maximum building footprint		
- Distribution Center		
- Route 301 Corridor	NA	NA
- Other locations	75,000 sq. ft.	75,000 sq. ft.
- Other industrial <i>buildings</i>		
- Route 301 Corridor	NA	NA
- Other locations	250,000 sq. ft.	250,000 sq. ft.
- Office <i>buildings</i> *	10,000 sq. ft.	10,000 sq. ft.

⁵ Except in the *Airport* Safety Zone.

⁶ Fences do not need to meet the yard requirements.

SECTION 4.

ARTICLE XI.
DEFINITIONS

SECTION 2. DEFINITIONS

...

278. Rooming House - A *building* where, for compensation and by prearrangement for definite periods, lodging, meals, or lodging and meals are provided for three or more persons but containing no more than five guest rooms or *rental units*.

278.25 ROUTE 301 CORRIDOR - ONE OF TWO GROWTH AREAS IN KENT COUNTY IDENTIFIED BY THE COMPREHENSIVE PLAN, WHICH INCLUDES LAND ADJACENT TO AND ONE MILE EAST AND ONE MILE WEST OF THE NINE-MILE-LONG SECTION OF U.S. ROUTE 301, AS IT PASSES FROM NORTH TO SOUTH THROUGH KENT COUNTY, MARYLAND, AND ADDING THOSE PROPERTIES THAT ARE ZONED EMPLOYMENT CENTER AND INDUSTRIAL, WHICH ARE LOCATED ALONG MD 299 IN MASSEY.

278.5 Rural Inn*** - A facility for the purpose of providing overnight lodging to the general public for compensation and only by prearrangement, and at which dining facilities may also be offered for guests and the general public, in accordance with the following:

...

SECTION 5. **BE IT FURTHER ENACTED** by the County Commissioners of Kent County that this Act shall take effect on the _____ day of _____, 2023.

Read Third Time _____

PASSED this _____ day of _____, 2023.

Failed of Passage _____

By order of:

Sondra M. Blackiston, Clerk

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

(SEAL)

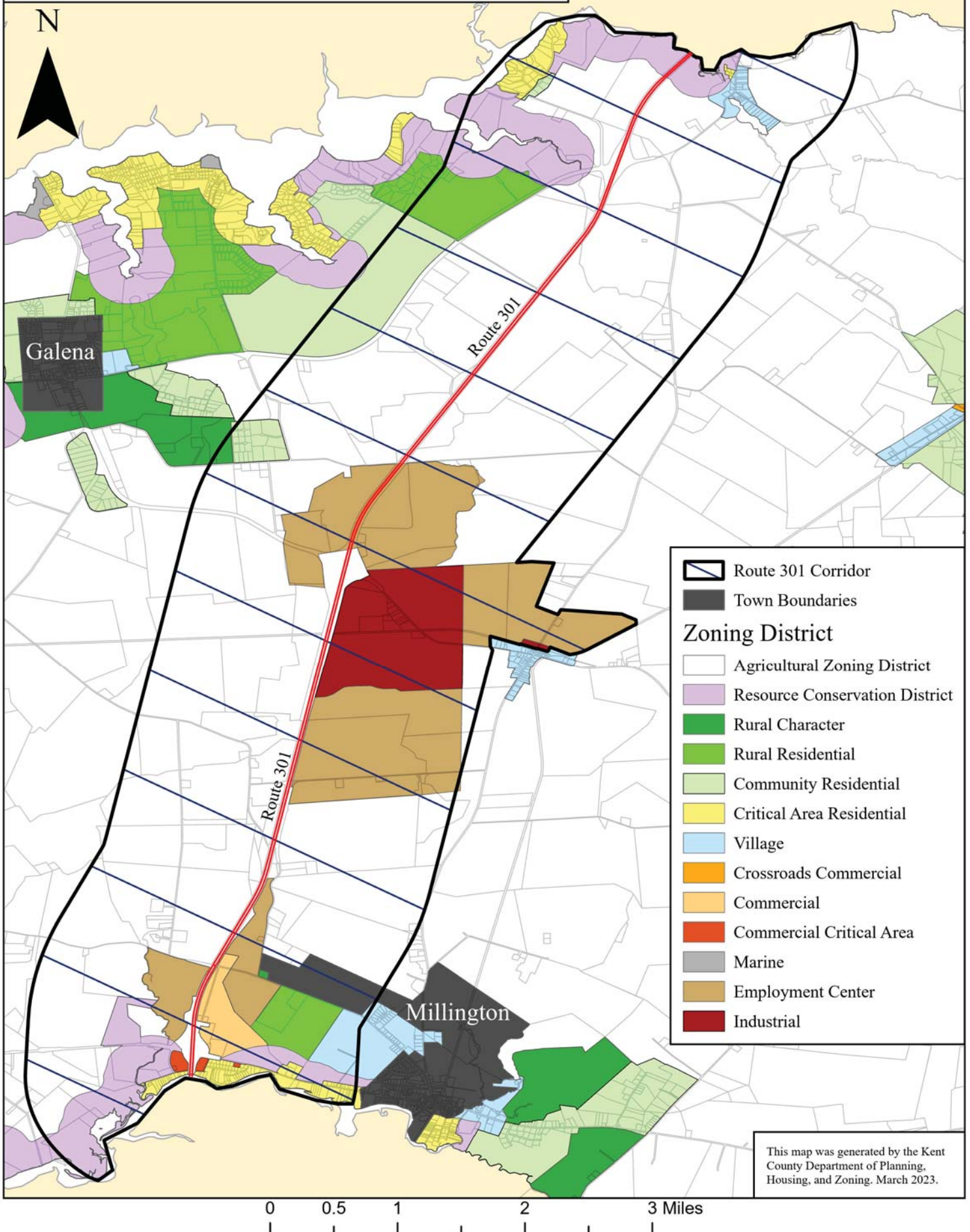
Ronald H. Fithian, President

Albert H. Nickerson, Member

John F. Price, Member

ORDERED a fair summary thereof or the entire bill shall be published in at least one newspaper of general circulation in the County, not less than three times at weekly intervals within a four-week period.

Proposed Route 301 Corridor





Planning Commission
Department of Planning, Housing, and Zoning

May 4, 2023

The Honorable Ronald H. Fithian, President
Kent County Board of County Commissioners
400 High Street
Chestertown, MD 21620

RE: Zoning Text Amendment regarding industrial building heights

Dear President Fithian:

At its meeting on May 4, 2023, the Planning Commission reviewed an application for a zoning text amendment that proposed amending the Kent County Land Use Ordinance, in order to revise the permitted maximum heights for industrial structures in the Employment Center, Industrial, and Commercial zoning districts in the Route 301 Corridor.

Following discussion, the Planning Commission voted to provide an unfavorable recommendation to the County Commissioners on the proposed zoning text amendment, citing that although the request is consistent with the Comprehensive Plan and Maryland Critical Area law, the Planning Commission did not find that a public need had been demonstrated, since the gains to the public in the County do not significantly outweigh detriments to the public.

The Planning Commission further recommended that the County Commission introduce a zoning text amendment that allows for a special exception for heights in Industrial, Commercial, and Employment Center zoning districts.

Sincerely,

Kent County Planning Commission

Joe Hickman
Chairman

c: Shelley L. Heller, County Administrator

RESOLUTION 2023-02

COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND

A RESOLUTION TO INTRODUCE A TEXT AMENDMENT TO REVISE CHAPTER 222, ZONING, OF THE COUNTY CODE OF KENT COUNTY, MARYLAND, ALSO KNOWN AS THE KENT COUNTY LAND USE ORDINANCE, TO UPDATE THE PERMITTED HEIGHT OF INDUSTRIAL STRUCTURES LOCATED IN CERTAIN ZONING DISTRICTS AND LOCATED IN THE ROUTE 301 CORRIDOR.

WHEREAS, the Board of County Commissioners of Kent County, Maryland (the Board) may exercise its right to amend the County Code of Kent County, Maryland (the Code), by legislative action in the form of a Code Home Rule Bill to create an Act and thus propose text amendments to the Code; and,

WHEREAS, in Article XII, *Administrative Procedures*, Section 6, *Amendments*, §1, the Land Use Ordinance states regarding the Board and the Code that “The County Commissioners may amend, supplement, or change the boundaries of the districts or the regulations of this Ordinance. Any amendment may be initiated by resolution of the County Commissioners...”; and,

WHEREAS, the *2018 Comprehensive Plan* specifically identifies as one of its highest priorities that “Through its economic development planning and land use implementation measures [zoning code, among other tools], the County will support flexibility in and an expanded area of employment center and industrial zoning in general to support commercial and mixed-use development”; and,

WHEREAS, industry standards are changing including up to 40-foot clear ceiling heights for new warehouse facilities and even 50-foot clear ceiling heights, as reported by NAIOP Maryland and others, necessitating new building height limits to accommodate both interior spaces and structures to support roofs and screening of rooftop equipment; and,

WHEREAS, the Board finds that amending the permitted height of industrial structures in certain zoning districts for those properties located along the 301 Corridor addresses the public need to provide for economic development through the aforementioned tool of land use implementation measures by expanding zoning district flexibility in employment center and industrial zoning in general; and,

WHEREAS, the permitted maximum heights for industrial structures in the Employment Center zoning district and the Industrial zoning district could be amended for greater flexibility; and,

WHEREAS, the Code does not currently include provisions for the height of industrial structures in the Commercial zoning district, even though *distribution centers and warehousing* are permitted uses in said district; and,

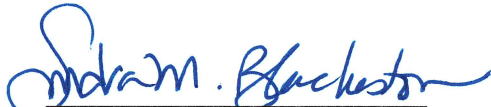
WHEREAS, the Board determines that updating local zoning regulations including provisions to allow for construction of modern, marketable buildings on properties currently zoned for new industrial uses to support economic development does serve to further the health, safety, and welfare of Kent County.

NOW, THEREFORE, BE IT RESOLVED, that on March 14, 2023, the Board does hereby introduce the proposed text amendment, attached hereto as Exhibit A, to amend the height of industrial structures along the 301 Corridor in the Employment Center zoning district and Industrial zoning district, and to add new height regulations for industrial structures both inside and outside the 301 Corridor in the Commercial zoning district that already permits such structures as *distribution centers and warehousing*.

BE IT FURTHER RESOLVED that the Board refers the draft amendment for advisory review and recommendation to the Kent County Planning Commission.

ADOPTED this day, March 14, 2023.

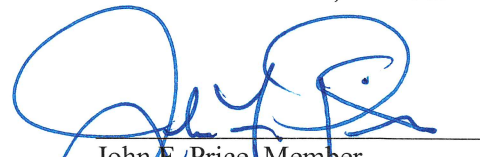
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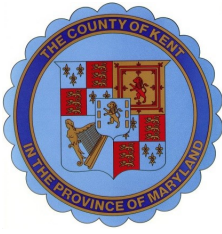

Sondra M. Blackiston, Clerk

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND


Ronald H. Fithian, President


Albert H. Nickerson, Member


John F. Price, Member



Bryan DiGregory, State's Attorney
5/16/2023
County Commissioners Meeting

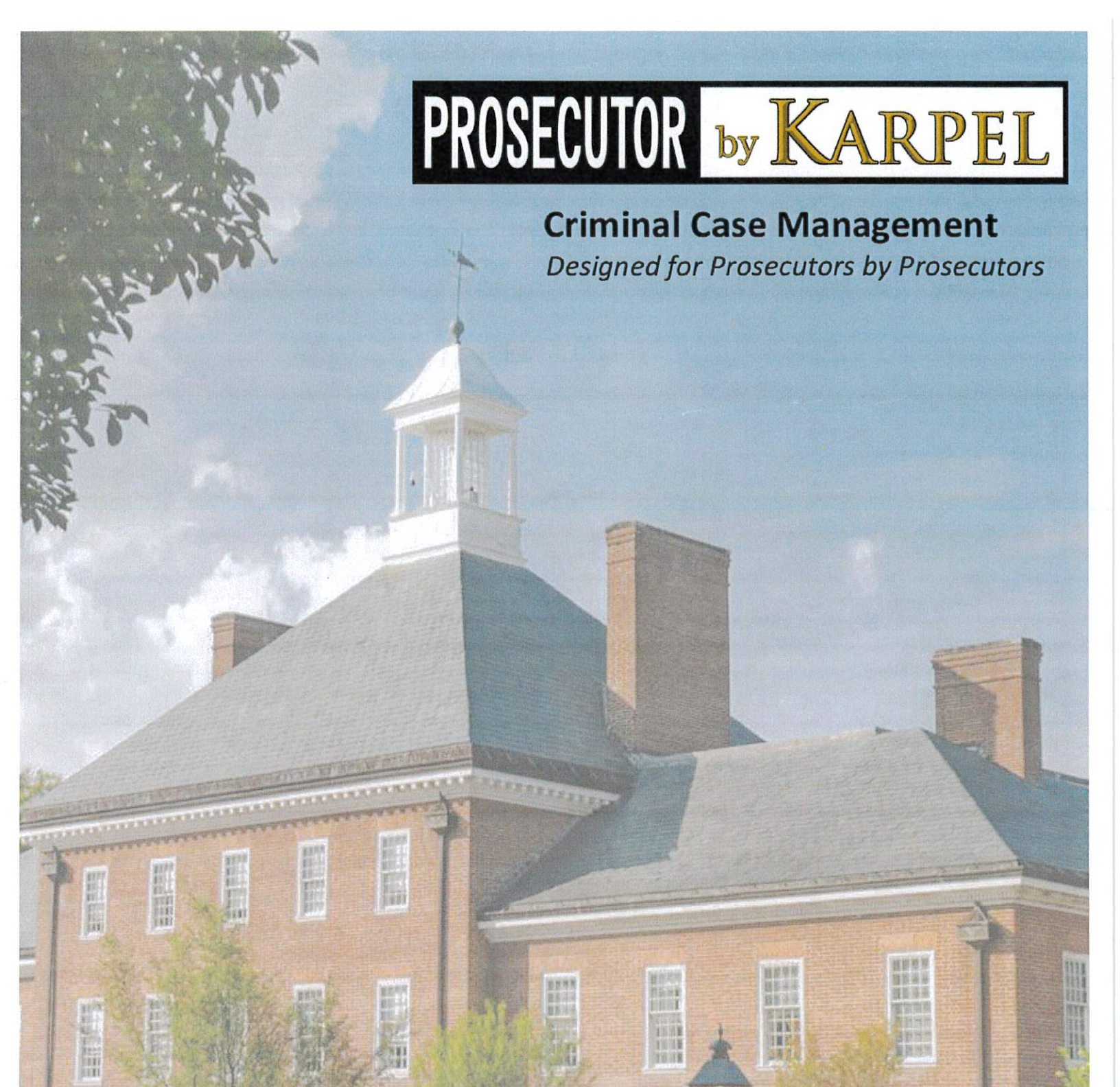
Item Summary:

SFY 2024 Edward J. Byrne Memorial Justice Assistance Grant (BJAG)

ATTACHMENTS:

Description

PBK Quote



PROSECUTOR by KARPEL

Criminal Case Management

Designed for Prosecutors by Prosecutors

**KENT COUNTY
STATE'S ATTORNEY OFFICE**

**COST PROPOSAL
FEBRUARY 17, 2023**

Blakelyn Bailey, Senior Sales Executive | 612-836-3633



9717 Landmark Parkway | St. Louis, MO 63127 | (314) 892-6300

February 17, 2023

Angela Dowling, Office Manager
Kent County State's Attorney's Office

Dear Ms. Dowling,

Thank you for considering PROSECUTORbyKarpel as a criminal case management solution for Kent County State's Attorney's Office.

Karpel is dedicated to and has been highly successful in meeting the needs of Prosecuting Attorneys across the nation. We have clients in 32 states and the following in Maryland:

- Allegany County State's Attorney's Office
- Anne Arundel State's Attorney's Office
- Baltimore County State's Attorney's Office
- Caroline County State's Attorney's Office
- Cecil County State's Attorney's Office
- Charles County State's Attorney's Office
- Harford County State's Attorney's Office
- Montgomery County State's Attorney's Office
- Somerset State's Attorney's Office
- Worcester County State's Attorney's Office
- Wicomico County State's Attorney's Office
- St. Mary's County State's Attorney's Office

I know you have choices, and I encourage you to [use the comparison document](#) in the following proposal to see how potential vendors line up. I also encourage you to look beyond the first-year costs to the total cost of ownership over a 5-year period. PROSECUTORbyKarpel offers a perpetual license as opposed to a subscription. If you are like most, the difference is not clear. [See the end for an overview of the difference.](#)

We say PROSECUTORbyKarpel is "Designed by Prosecutors for Prosecutors". We say that because we provide two upgrades that include hundreds of enhancements every year. Almost all enhancements come from requests submitted one of our more than 600 clients—that means over 16,000 users offer input to make PROSECUTORbyKarpel better.

We appreciate the opportunity to earn your business.

Sincerely,

A handwritten signature in blue ink, appearing to read "Blakelyn Bailey".

Blakelyn Bailey, Senior Sales Executive
(314) 892-6300 x1133 | Mobile (612) 836-3633
Bbailey@karpel.com

Executive Summary

Karpel Solutions will provide prosecutor case management software that meets your requirements and is specially configured to match your workflow needs.

We offer an array of advantages over competing vendors, for instance:

PROSECUTORbyKarpel is flexible to your needs

PROSECUTORbyKarpel's configurability distinguishes it from other case management systems. At Karpel, we realize that your agency is unique. You use different workflows, have different reporting needs, use different documents, follow different rules, and need different security privileges,

With PROSECUTORbyKarpel, you are not limited by the needs of "most" agencies. If given the project, we will work with you to learn and define your needs exactly, and then we will configure PROSECUTORbyKarpel to meet those needs.

You can configure PROSECUTORbyKarpel yourself

Besides performing the initial configurations of PROSECUTORbyKarpel for you, we will teach your administrators to configure the software as well. With other vendors, when your needs change, you would need to go through them for expensive customizations. PROSECUTORbyKarpel, on the

other hand, can be configured without our assistance.

You still receive all the benefits of a COTS solution

Although PROSECUTORbyKarpel is completely configurable to your needs, from a technical perspective it is the same version that all Karpel's prosecution clients use, allowing you to take advantage of the knowledge, input, documents, and reports of our nationwide client base.

PROSECUTORbyKarpel has been proven by hundreds of prosecuting agencies

PROSECUTORbyKarpel's excellence can be attested to by some of the largest and smallest prosecuting offices in the country. We have worked with prosecuting agencies since our inception, meaning our development and project management teams are very familiar with and skilled in meeting the needs of agencies such as yours.

PROSECUTORbyKarpel includes superior client assistance

To choose PROSECUTORbyKarpel is to choose a vendor that offers extensive and ongoing training, bi-annual version upgrades, experienced project management, and flexible client assistance. Our retention rate, unsurpassed in our industry, attests to the satisfaction of our clients with our products and our service.

Introduction to Karpel Solutions

Karpel has successfully implemented PROSECUTORbyKarpel in over 600 agencies in 31 states. Our exclusive focus on the justice community means our development and project management teams are very knowledgeable about the needs and requirements of prosecuting agencies such as yours and has great experience in meeting them.

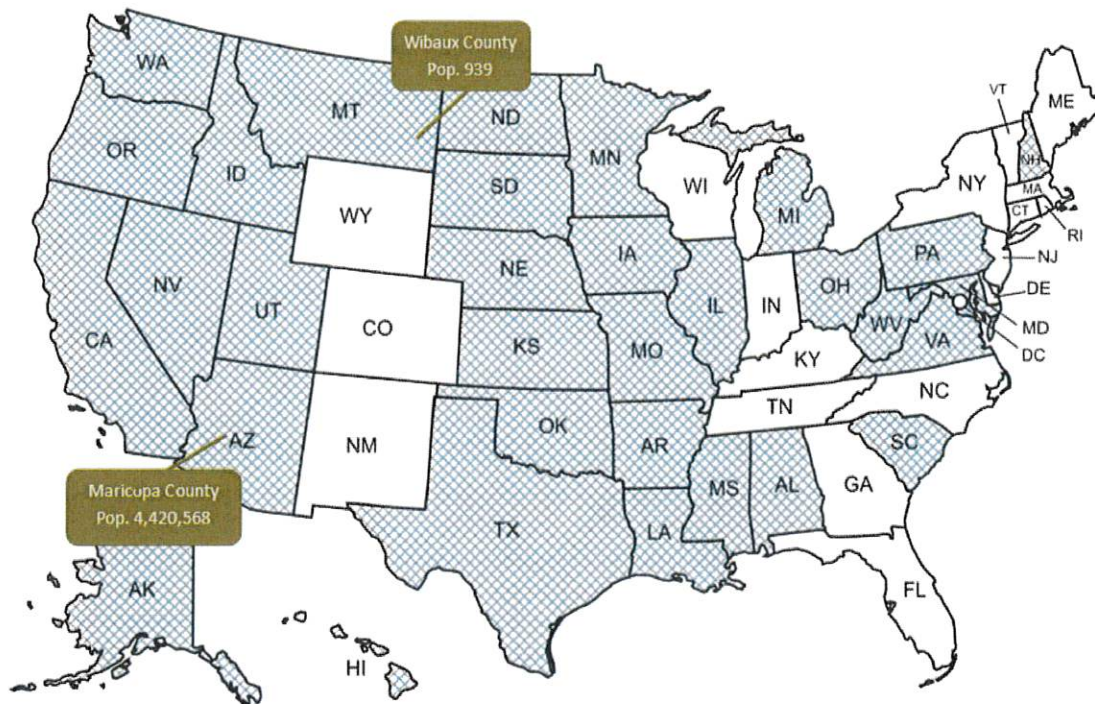
All of our projects involve configuring PROSECUTORbyKarpel to meet our client's specific needs, and many of these implementations have also included large, even state-wide data sharing and data conversion components. Our extensive experience in each of these areas assures you that we have the ability to successfully create and configure your project as well. Our client retention rate, unsurpassed in our industry, attests to both the power of our software and the satisfaction of our clients with our services.

We use our sizeable research and development budget to enhance PROSECUTORbyKarpel according to client requests and our ongoing research into prosecutors' needs. Through our aggressive release cycle, we ensure that PROSECUTORbyKarpel is compliant with the latest technologies (e.g. SQL Server 2019, Windows 11). We are also a Microsoft Certified Partner, giving us the added advantage of having access to technical coordination and advisory services directly from Microsoft.

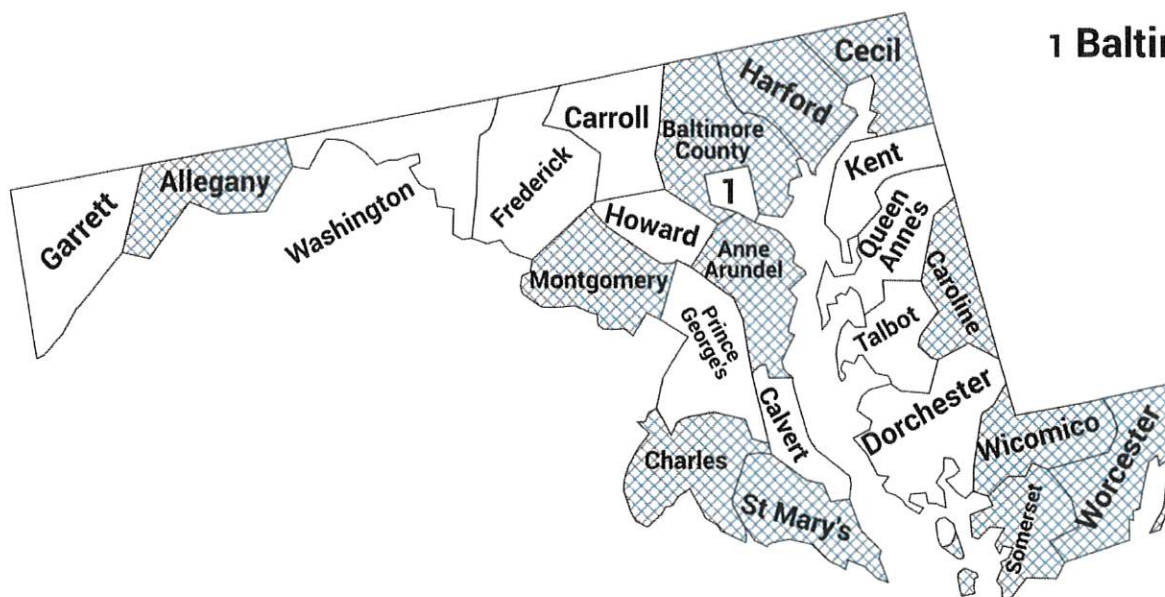
KARPEL QUICK FACTS:

- Privately held corporation
- Based in St. Louis, MO
- Founded in 1985
- Over 600 client agencies and over 14,000 users
- Extensive experience in creating data sharing and conversion projects
- Adhere to and conformant with national integration standards
- Compliant with latest technologies

Clients



Blue states and counties signify Karpel clients



1 Baltimore City

Why Choose PROSECUTORbyKarpel?

PROSECUTORbyKarpel can be configured to employ your business rules, use your terminology, show the information you want, and generate the documents and reports that are important to you

Prosecuting agencies have been the focus of our company since our inception. In fact, we support over 600 agencies, meaning we have acquired vast knowledge about the needs and requirements of these agencies and great experience in meeting them. Due to our vast client base, Karpel Solutions knowledge and experience enables PROSECUTORbyKarpel to come “out of the box” prepared to meet the data entry, reporting, tracking, documenting, and other needs of most prosecuting agencies.

Nevertheless, PROSECUTORbyKarpel is different from other case management solutions because, while it comes with most of your needed functionality intact, our focus is on providing you with a solution that is specifically aligned to your business processes and needs. PROSECUTORbyKarpel is a “hybrid” solution, meaning that it gives you all the advantages of a commercial product—regular releases, rapid response support team and a nationwide user base of your peers—with all the flexibility of a custom-developed application.

PROSECUTORbyKarpel can be completely customized to meet your unique prosecutor case management needs. If given this project, we will meet with you at the project start to discuss your needs and expectations, and we will configure PROSECUTORbyKarpel to meet those needs. With PROSECUTORbyKarpel, you can configure your screens, terminologies, drop-down menus, business rules, and more without modifying the source code. We will also create customized reports and automated documents for your agency, reporting on the information you need and using the format you want.

Because configurations can be made without altering the source code, as your agency grows and your needs change, you can modify PROSECUTORbyKarpel yourself. Configurations you make will not decrease your compatibility with later releases of PROSECUTORbyKarpel.

• • •

“ Since transitioning to PbK in March of 2019, my office has achieved a level of efficiency I hadn’t previously thought possible. The implementation process was energizing for everyone in the office as we explored all that is possible with PbK and tailored it to our needs. The data conversion, training and ongoing support has been outstanding. PbK allows us to be more adaptable, more innovative and engage in quicker and more effective communication, both internally and externally.”

Daniel McIntosh
County Attorney, Steele
County, MN

• • •

Implementation Description

Karpel's implementation team will work with you to find out your exact needs and configure your software accordingly

Project Overview

To enable both parties to communicate and establish project expectations and timelines, a Karpel project manager will hold an in-depth planning meeting with your agency's designated project manager at the start of the project. Depending on what is most convenient for you, we can hold this meeting online, over the phone, or live at your agency (for an additional charge). You will know and be able to give approval for our finalized plans because our project manager will send you a detailed project plan and communications plan.

To ensure all aspects of your project are completed exactly as you require, we will assign an experienced project management team that consists of a project manager, support resource, documentation specialist, and custom developer (if needed).

So that you can maximize use of your new software, you will receive administrator and end user training as part of your project. You can also receive continued training in the form of free webinars and an affordable yearly conference.

Following go-live, your agency and users will have continual access to our support resources for as long as you maintain a support contract.

Client Involvement during Implementation

To ensure your software meets all the goals and requirements you have for it, we seek your input and approval throughout the project. Our project management team will learn your specific goals, workflows, and needs for the software through a detailed planning meeting at the start of the project.

• • •

"I want to thank Karpel for the tremendous job they did converting our data. We now have a database that is usable and helpful for every employee of the office...Most importantly, Karpel has provided an effective tool that increases our ability to prosecute crime in our county."

--Michael Hunt, Chief
Trial Attorney, Jackson
County, Missouri

• • •

Implementation Description *(cont.)*

So that your deliverables are created as you want them in the minimal amount of time, we seek your input prior to creating any template, document, dashboard, or other configuration. To ensure that the finished product meets your approval, we have you look over our work when we finish. You will always know exactly what we are doing and what you need to do as our project manager will communicate with your project manager regularly throughout the duration of the project. You largely control how quickly you go live, as the time you dedicate to the project is the key factor in how quickly it can be completed.

The following table helps you organize your efforts through describing the people you need, their responsibilities, and their involvement level. Allocate the roles as it makes most sense for you: for instance, one person can fill multiple roles, or multiple people can fill one role (increasing or decreasing their time commitment accordingly).

Role	Responsibilities
Project Manager	• Coordinate your resources to perform tasks assigned to your agency, as listed in Statement of Work and project plan • Coordinate appropriate personnel and resources for meetings, training, etc. • Serve as Karpel's primary contact throughout project. • Help develop and then approve the Project Plan • Approve and implement the Communication Management Plan & Change Management Plan • Review and sign off on project tasks • Approve and release payments according to payment milestones
PROSECUTORbyKarpel Administrator(s)	Receive administrator training to manage the system following implementation.
IT Staff	Provide permissions and workstation setup as needed.
Subject Matter Experts (SMEs)	• Review data • Define office workflows and procedures to aid in system configuration • Define and test documents and reports you want created • Define and test data exchanges and conversions (if applicable) • Receive document & report author training (if applicable)

What's Needed From Your Office for a Successful Project

- Sufficient time for review of data
 - Let's review the "Preload Workbook"
- Sufficient time for data conversion review
 - Verification of 10 cases per year you have used the legacy system
 - This will happen at least three times
- Sufficient time for document conversion
 - Review charging, motions, victim/witness, sentencing and disposition, and civil
 - Review each document by running an event to test document generation
 - 10 minutes per criminal document
 - 20 minutes per civil document
- Timeliness
 - Must be willing to stick to agreed upon timeline and dates
 - Decision-making attorney must respond to emails within 24 hours to keep project moving forward
 - Decision-making attorney must attend:
 - Project kickoff
 - Establishment of timeline
 - Interface definition meetings
 - Document review signoff
 - Data conversion signoff
- You must be able to provide data and document templates from current system within two weeks of contract signature

Professional Services

Software is only one piece of a successful solution implementation. Our client retention rate is due to both the power of our software and the quality of our professional services, some of which include:

- **Client-designed solutions**—As a client, you influence the development of your software with your enhancement requests.
- **Version upgrades at no additional cost**—You will receive all regular version upgrades, including major releases, at no additional cost for as long as you maintain a support agreement.
- **Continued training**—Besides the in-depth training you receive as part of your implementation, you can receive continued training in the form of free webinars and an affordable yearly conference.
- **Data conversions**—Take your data with you when you migrate to PROSECUTORbyKarpel. We have successfully converted agencies of all sizes and from all types of custom-built and commercial applications. If desired, we will convert yours as well.

• • •

“ You and your team worked so well with all the employees of the (City of St. Paul) Criminal Division and I have heard nothing but positive feed back from all my colleagues. Not only was the support and training excellent in delivery and content, you guys were just plain fun to work with!”

The Honorable Laura Pietan
10th Judicial District Judge, Former Deputy City Attorney

• • •

Client Services

Through choosing PROSECUTORbyKarpel, you choose a quick response time, friendly service, and free version upgrades

When you experience difficulties with your software, you can quickly receive support via the method most comfortable for you, whether that is through calling or sending an email. If you call, you will nearly always reach a live person immediately, and, unlike many support centers, we won't funnel you through an automated menu system. Our client retention rate is largely due to the satisfaction of our clients with their support.

For as long as you maintain a support contract, you will have access to the following services:

- *Support Personnel:* Access support via telephone or email 24x7.
- *Version Releases:* Receive regular version releases, including major version releases annually
- *Patches:* Receive interim release fixes if necessary

Most support issues are resolved on the spot, while a few may take more time and research to solve.

Resolution times are clearly communicated to you.

• • •
“ I appreciate the continued customer service and the PbK system which has changed the way that we do business for the better.”

David M. Stumbo
8th Circuit Solicitor, South Carolina
• • •

HOSTEDbyKarpel

Karpel Solutions offers prospective clients our hosting environment for their **PROSECUTORbyKarpel** application within our cloud based **HOSTEDbyKarpel**.

Several years ago, the cloud did not represent an acceptable option. Now, some of our largest installations such as King County WA (Seattle) with 356 users, City/County of Honolulu with 250 users, and Maricopa County AZ (Phoenix), with nearly than 1,000 users use our hosted solution. Our hosted solution has a 99.5% uptime SLA and has a **99.9988%** record over the last ten years. The solution is managed by our system administrators and engineers employed by Karpel Solutions. 24/7/365 monitoring is performed by our technicians and by other systems run by Karpel Solutions. Server maintenance occurs monthly during off hours (weekends) with client notification three business days prior to the scheduled maintenance. External penetration testing and uptime verification is performed by third party systems.

Hosting Partner: Microsoft Azure Government (CJIS, FedRAMP, HIPPA compliant)

Data Encryption: in transit and at rest

Backup: Three separate systems in primary Azure Zone (default is Arizona)

Disaster Recovery: Near real-time replication to secondary Azure Zone (default is Texas)



File type limitation: None

File size limitation: None

Browser Support: Edge, Chrome, Firefox, and Safari

Device Support: Any device with browser and internet

Additionally, every year Karpel Solutions employees with access to the corporate network go through a federal fingerprint check and security awareness training to remain CJIS compliant. Our hosted service includes offsite backup and disaster recovery services provided by replication between two geo-diverse datacenters.

HOSTEDbyKarpel (cont.)

Karpel Solutions hosted services are provided through Microsoft's Azure Government Cloud. Microsoft's Azure Government Cloud is designed to meet the higher-level security and compliance needs for sensitive, dedicated, U.S. Public Sector workloads found in regulations such as United States Federal Risk and Authorization Management Program (FedRAMP), Department of Defense Enterprise Cloud Service Broker (ECSB), Criminal Justice Information Services (CJIS) Security Policy and Health Insurance Portability and Accountability Act (HIPAA). For more information regarding security and CJIS compliance, please go to <https://azure.microsoft.com/en-us/support/trust-center/compliance/>



"We are working from home so having Karpel has been HUGE in getting this accomplished. I am so thankful your business card made it to my desk."
Tammy - Pickaway County Prosecuting Attorney's Office, Ohio

"Not sure I like working from home but so glad we can."
Keli - Tulsa County District Attorney's Office, Oklahoma

"I can't tell you how great it has been to be able to have staff work from home (be)cause we have such a great system."
Barbara - Polk County District Attorney's Office, Oregon

"LOVE having PbK, it's made this work wherever you are possible for our office. Appreciate all you guys do for us!"
Sandy – Ramsey County Attorney's Office, Minnesota

"Now that we're about 6 months in, Becca and I agree we couldn't operate without PbK"
Kelsie – Blaine County Attorney's Office, Montana



Pricing Proposal

Software Products/Licensing	Qty.	Price	Total
PROSECUTORbyKarpel	8	\$2,250	\$18,000
External Agency Portal	1	\$5,000	\$5,000
Total Software			\$23,000

Installation Services	Qty.	Price	Total
PROSECUTORbyKarpel Installation and Configuration	1	\$1,000	\$1,000
Data Preload	1	\$1,500	\$1,500
Client Support Tool, Scanning Tool and System Compatibility Check (per computer)	8	\$50	\$400
Total Installation Services			\$2,900

Professional Services	Qty.	Price	Total
Project Management		No Additional Cost	
Pre-Implementation Services (hours, remote)	4	\$150	\$600
Data Conversion: NONE	0	\$7,500	\$0
Mock Go-Live and System Administrator Training (30 days prior to go-live, hours, remote)	4	\$150	\$600
Document Template Setup, Training and Conversion of Up To 100 Document (max of 50 Civil) Templates	1	\$2,500	\$2,500
Total Professional Services			\$3,700

Training Services	Qty.	Price		Total
Go-Live Training (onsite days)	5	\$1,200	1 resource	\$6,000
Post Go-Live Support and Training (remote hours)	4	\$150	1 resource	\$600
Total Training Services				\$6,600

Customization Services	Qty.	Price	Total
Interface: MDEC	1	\$10,000	\$10,000
Total Customization Services			\$10,000

Estimated Travel Expenses \$2,900

Total One-Time Costs \$49,100

Annual Support Services	Qty.	Price	Total
PROSECUTORbyKarpel	8	\$450	\$3,600
External Agency Portal	1	\$1,000	\$1,000
Hosted Services (per user/year)	8	\$100	\$800
Unlimited eDiscovery	1	\$1,000	\$1,000
Interface: MDEC	1	\$2,000	\$2,000
Total Annual Support Services			\$8,400

Pricing Proposal *(cont.)*

Optional Items	Price
JasperSoft Reporting Module	\$1,000
<i>JasperSoft Reporting Module Annual Support</i>	\$5,000
<i>JasperSoft Reporting Module Training (minimum)</i>	\$600
Custom Reports (per report)	\$1,000
Document Template Conversion After 100 Documents (per document)	
<i>Criminal document templates</i>	\$25
<i>Civil document templates</i>	\$50
Additional Storage After Included 2TB (per terabyte, per year)	\$1,000
Additional Storage After Included 2TB (per 100 terabytes, per year)	\$32,000

PLEASE NOTE THE FOLLOWING:

Sales and/or Use Taxes not included.

Your PbK application includes 2TB of data storage. Additional Storage is charged according to the prices listed in the optional pricing grid.

The cost of interfaces represents interface development and deployment from Karpel Solutions. There may be a cost from the other vendor that is not reflected here. Please check with the other vendor for details.

Interfaces not currently in production will be considered as "Phase 2" and implemented post-go-live.

The cost of data conversion assumes data is provided in an acceptable format. Please check with your current vendor to determine if they will charge you for extracting your data.

Things To Consider When Evaluating Case Management Systems

Every agency deserves software that is easy to use, functional, intuitive, and responsive, as well as a vendor that stands behind its promises. The process of researching and selecting a software vendor can be difficult and time-consuming but choosing the right vendor to provide software that fits your needs will make the effort worthwhile. Use the questions below to help you gather information, evaluate vendors, and make the right choice.

1. Karpel Solutions 2. _____ 3. _____

Company Background | What you should know about a software vendor

How many years has the vendor been in business?
How many customers does the vendor have?
How many users does the vendor have?
How many references can the vendor provide?
How often does a new update become available?
Can you take advantage of enhancements other customers have requested?
Has the vendor's software been acquired from buyouts or mergers?
How many employees does the vendor have?
What percentage of employees are devoted to development and support?
Does the vendor aggressively support datasharing?
Does the company meet strict CJIS compliance requirements?
Is the company involved in litigation with current/former customers?

Karpel	Vendor 2	Vendor 3
23+		
Over 650		
16,000+		
650+		
6 Months		
YES		
NO		
Over 80		
85%		
YES		
YES		
NO		

References | What you should ask agencies about their current vendor

Was the project implemented in the timeframe the vendor promised?
Was the project within the budget the vendor quoted at the time of signing?
Were extra expenses discovered after contracts were signed?
Did the agency receive all the functionality that was originally expected?
When the agency calls support, what is the vendor's average response time?
What is the average system uptime and availability?
Do upgrades/enhancements require new installations on every PC?
Is 100 percent of system support provided by the vendor or do they use a third party?
Does the agency know of other sites using the same system?
How long have you been using their software?
Was contracting difficult? How long did it take?

Karpel	Vendor 2	Vendor 3

Pricing | What you should know about a software investment

How many user licenses did the vendor include in its pricing, and is it enough?
Do you have an option for a perpetual license?
If you are doing a data conversion, has the vendor done one of your current system?
Does pricing include all travel and per diem for the vendor?
Does pricing indicate what second year support will be?
Is project management included in the pricing?
Does pricing include implementation and installation?
Is pricing fixed, or are there items that can change later?
Are upgrades/updates included with support fees?
Is on-site training included in pricing?
Does pricing include additional ongoing training and/or on-site assistance?
Is document template conversion included in pricing?
If you decide to part ways with the vendor, how much do they charge for YOUR data?

Karpel	Vendor 2	Vendor 3
YES		
YES		
YES		
YES		
YES		
FIXED		
YES		
YES		
YES		
YES		
\$1,000		

Things To Consider When Evaluating Case Management Systems

Customer Experience | How will the vendor work with you?

What is the vendor's Technical Support hours?

How often are support calls answered by a live human being?

How often are support calls resolved in less than 24 hours?

How many updates does the vendor provide every year?

How are enhancement requests handled by the vendor?

Does the vendor host an annual Users' Conference?

Is the vendor committed to 100% of your data being converted?

Will the vendor work with your law enforcement and courts for interfaces?

Do those interfaces have standard, fixed costs?

Is the vendor open to building integrations with other applications affordably?

Does the vendor offer you \$5MM in liability protection?

Does the vendor value clients of all sizes, from the very smallest, to the very largest?

Does the vendor offer a "lite" or limited features/functionality version?

If the vendor changes technology platforms, will you be charged for data conversion?

Karpel	Vendor 2	Vendor 3
24x7		
>90%		
>85%		
2		
YES		
YES		
YES		
YES		
YES		
YES		
YES		
NO		
NO		

Features & Functionality | What can the software do for you?

Does the software...

Offer access anywhere, anytime, on any device, with any browser?

Integrate with Microsoft Outlook/Exchange/Office365 for email and calendaring?

Integrate with Microsoft Word and save documents as standard Word documents?

Offer easy drag & drop from Windows and Outlook?

Offer integrated eDiscovery, with tracking and unlimited use?

Include integrated scanning, without additional cost?

Integrate with Westlaw Legal Research?

OCR and index scanned documents and other files that are in the case for easy search?

Include hundreds of canned/ad-hoc reports?

Include Victim Services and automatically create the VOCA PMT?

Offer a Victim Portal?

Allow for easy use in the courtroom?

Include comprehensive financial tracking?

Include Evidence.com integration at no additional cost?

Have easy-to-use document management with a familiar Windows-type interface?

Have the ability to build your charge language automatically?

Allow you to build complex workflow easily?

Include two-way texting without any additional fees?

Have an external portal for users outside of your office?

Does that portal offer external users the ability to upload files directly to cases?

Using that portal, can external users easily create their own referrals?

Allow you to send electronic subpoenas to law enforcement?

[illegible]

Karpel Solutions
9717 Landmark Parkway
St. Louis, MO 63127

Blakelyn Bailey, Senior Sales Executive
bbailey@karpel.com | karpel.com
 (314)893-6200 x1133 | Mobile (612) 836-3633

Workstation Configuration

Recommended Workstation Configuration for connecting to hostedbykarpel.com

Operating System	Windows 10
Memory	6GB
Processor	Intel Core i5-latest gen dual-core (or better)
Hard Drive	1x250GB 7.2kRPM SATA 3Gbps
Browser	Internet Explorer 11, Chrome, Edge, Firefox, Safari
Microsoft Office	Microsoft Word and Outlook 2013 or newer Desktop Versions
Internet connection speeds:	1-10 users: Minimum 20+ Mbps down / 10+ Mbps up
	11-25 users: Minimum 50+ Mbps down / 10+ Mbps up
	26-50 users: Minimum 100+ Mbps down / 20+ Mbps up
	51-75 users: Minimum 150+ Mbps down / 20+ Mbps up
	76-100 users: Minimum 200+ Mbps down / 100+ Mbps up

Minimum Workstation Configuration for connecting to hostedbykarpel.com

Operating System	Windows 10
Memory	4GB
Processor	Intel Core2Duo dual-core 2.0GHz (or better)
Hard Drive	1x80GB 7.2kRPM SATA 3Gbps
Browser	Internet Explorer 11, Chrome, Edge, Firefox, Safari
Microsoft Office	Microsoft Word and Outlook 2013 or newer Desktop Versions
Internet connection speeds:	1-10 users: Minimum 10+ Mbps down / 10+ Mbps up
	11-25 users: Minimum 20+ Mbps down / 10+ Mbps up
	26-50 users: Minimum 30+ Mbps down / 20+ Mbps up
	51-75 users: Minimum 50+ Mbps down / 20+ Mbps up
	76-100 users: Minimum 100+ Mbps down / 100+ Mbps up

Bear in mind that as **minimum requirements to connect to the PROSECUTORbyKarpel application, these specifications are designed to present functionality, not performance. Workstations adhering to these specs will be able to use PROSECUTORbyKarpel, but they cannot be expected to perform at the same level as PCs which meet our listed recommendations. Please be aware and plan accordingly.*

Optional Configuration & Associated Requirements

Microsoft Exchange Server for Calendaring

Feature	Requirement
Exchange Server Version	Microsoft Exchange Server, Standard or Enterprise edition, 2013, 2016, 2019 or Office365 Karpel synchronization account (documentation on configuring this is available)

Scanners

Feature	Requirement
Scanning	Scanners with a TWAIN driver Note: Fujitsu scanners using ScanSnap <u>do not work</u>

Blob Storage Connectivity

Feature	Requirement
Port availability for users to access storage	A specific port between 50000-51000 will be assigned to the following URL https://blob.hostedbykarpel.com:xxxxx

Recommended PDF Applications

Feature	Requirement
PDF application recommended	Foxit
PDF applications supported (possible configuration modifications may be needed)	Adobe DC Professional

NetTranscripts

Feature	Requirement
NetTranscripts Integration for transcription of audio files to Word/PDF/RTF files	NetTranscripts Account

Jaspersoft

Feature	Requirement
Jaspersoft Reporting Server	Purchase of Jaspersoft Reporting Server module from Karpel

Perpetual License v. Subscription License

If you are like most people, the difference between a subscription software license and a perpetual software license is unclear. The implication may cost you 10s or 100s of thousands of dollars over the life of your use of your new case management software. Take a minute to understand the differences.

Let's start with simple definitions.

Perpetual License: A license authorizes the owner to use the Software indefinitely after payment of a single fee.

Subscription License: Instead of a one-time purchase, user must make recurring monthly or annual payments to use the software.

The biggest difference is that a subscription requires you to pay your monthly or annual fee just to use the case management software. If you don't pay, you can't use it. Period.

With a perpetual license, you can continue using the software in perpetuity even if you stop paying for support and maintenance. You will lack support and upgrades, but you are still entitled to use PROSECUTORbyKarpel while only paying hosting costs.

On the surface, having a lower first-year cost sounds enticing. Several experts believe that on a rough estimation, the breakeven point for Subscription license versus Perpetual license is approximately 5 years. If you expect to use your case management software for more than 5 years, you are much better off with case management software that offers a perpetual license.

Here is a simple way to calculate Ten-Year Total Cost of Ownership (TCO)

Subscription Vendor: Annual subscription fee x 10. (do not forget to include the year-over-year increases after year 5)

PROSECUTORbyKarpel: First-year cost + 9 years Annual Support

I bet you will find the 10-year TCO numbers drastically different.

*Why do software vendors like the subscription model? **Clients have less negotiation power.** The relationship usually starts with a lower cash outlay that is less likely to attract purchasing department attention or intense competition. However, as the service and billing grow, many try to lower costs by renegotiating the contract, only to be rebuffed. Clients are then between a rock and a hard place. Either continue to pay to use this critical software or pay a lot of money to "get back" their data and move to a new vendor.*

Do I Need a Desktop Scanner?

There is not a *need* per se, but the amount of time saved will be significant. Here are the two scenarios:

Using a multifunction device down the hallway:

1. I need to scan a 100-page document
2. I walk down the hallway to the device
3. Someone is already using the scanner, so I wait
4. I then scan my document
5. I walk back to my desk
6. It uploads it to a directory or emails it to me
7. I open PbK, go back to the case I needed it for and click on the Documents tab
8. I then click and drag that document into the case
9. I then rename it from the generic filename assigned by the copier so I know what it is and add a document category

Using a desktop scanner:

1. I have the case open
2. I click the scan button in PbK
3. I give it a name and document category
4. Document is added to case

Scenario one probably adds at least 10 minutes per document scanned. If you look at the fully loaded employee cost, it is likely at least \$40/hour after salary, benefits, payroll taxes, etc.

If a user scans just 6 documents each day, they could be “wasting” one hour per day, or \$40 per day. Extrapolated to 47 weeks each year (removing holidays and vacation) and the cost is suddenly \$9,400 per year.

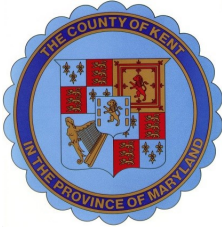
Suddenly a \$400 scanner has a very fast Return On Investment.

Here are a few scanners that we recommend:

- Epson ES400
- Canon P-215II
- Canon R40
- Canon DRC-225
- Fujitsu 7030
- Fujitsu 7160
- Fujitsu 7180

Note: Fujitsu ScanSnap scanners ARE NOT compatible with PbK

Note that to be compatible any scanner you select must have a TWAIN driver.



**Shelly Neal-Edwards, Director, Kent County Department of Social
Services
5/16/2023
County Commissioners Meeting**

Item Summary:

Summer Supplemental Nutrition Assistance Program (SNAP)

ATTACHMENTS:

Description

05.16.23 Kent County Department of Social Services FY2023-FY2024 Summer Snap Funds



Shelly Neal-Edwards, LCSW-C
Director

**Office of Child Support
Administration**

315 High Street, Suite 208
Chestertown, MD 21620
Phone: 1-800-332-6347



Kent County

DEPARTMENT OF SOCIAL SERVICES

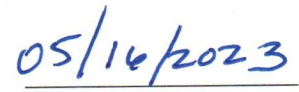
350 High Street, PO Box 670 | Chestertown, Maryland 21620 | Phone: 410-810-7600 | Fax: 410-778-1497

May 16, 2023

We, the county commissioners, agree to allow the remaining balance of funds from the FY 2023 Summer SNAP in the amount of approximately \$1937 to be used towards the cost of the administration of the FY 2024 Summer SNAP.



President, Ronald Fithian



Date



An Equal Opportunity Employer

Section III - County Certification of Local Share Funds

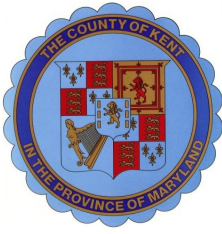
I acknowledge I have read the Maryland Summer SNAP Program Local Share of Funds guidelines and accept the requirements. I certify that the County/City Government will provide \$ 6,220.00 in Local Share Funds.

Ronnie Julian

County Executive

05/16/2023

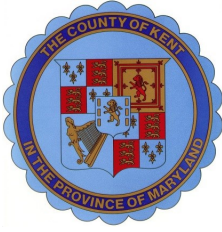
Date



Jim Miller, Director, Human Resource Department
5/16/2023
County Commissioners Meeting

Item Summary:

Request for Hiring Authority



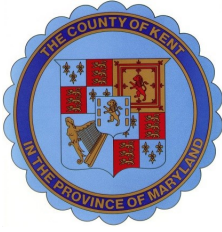
**Local Management Board Vacancy - DID NOT DISCUSS
5/16/2023
County Commissioners Meeting**

Item Summary:

Administrative Specialist I Vacancy - **DID NOT DISCUSS**

ATTACHMENTS:

Description



Procedures For Public Comment 5/16/2023 County Commissioners Meeting

ATTACHMENTS:

Description

05.16.23 Public Comments Sign In Sheet

Press and Public Comments

**PUBLIC
COMMENTS SIGN
IN SHEET
May 16, 2023**

NAME (please print)	ADDRESS	TOPIC

Press and Public Comments

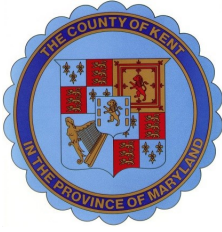
Time is allotted at the beginning and end of each meeting for the Commissioners to receive comments from the public. Anyone interested in speaking must sign up on the provided The Public Comment sign-up sheet is located on the table inside the meeting room.

The President of the Board will call the names of the listed individuals when it is time to speak. When making comments, individuals are asked to speak slowly, clearly, and concisely. Precede all comments with your name and address and speak only on the subject under discussion.

Comments in writing are welcomed and should be given to the staff after your presentation. Any person making personal, impertinent, or slanderous remarks, or whose speech or actions become disruptive, will be asked to leave the meeting.

Interested parties may address the Commissioners in writing at any time about any matter pertaining to County business. Written statements can be hand-delivered or mailed to:

The County Commissioners of Kent County, Maryland
400 High Street
Chestertown, MD 21620



Chuck F. Callahan, President, County Council of Talbot County
5/16/2023
County Commissioners Meeting

Item Summary:

Extending Mid-Shore II Regional Landfill Operating Dates

ATTACHMENTS:

Description

Chuck F. Callahan, President, County Council of Talbot County Support Letter



COUNTY COUNCIL OF TALBOT COUNTY

COURT HOUSE
11 N. WASHINGTON STREET
EASTON, MARYLAND 21601-3178
PHONE: 410-770-8001
FAX: 410-770-8007
TTY: 410-822-8735
www.talbotcountymd.gov

CHUCK F. CALLAHAN, President
PETE LESHER, Vice President

KEASHA N. HAYTHE
LYNN L. MIELKE
DAVE STEPP

May 2, 2023

The Honorable J. Travis Breeding, President
Caroline County Commissioners
109 Market Street, Room 123
Denton, MD 21629

Re: Extending Mid-Shore II Regional Landfill Operating Dates

Dear President Breeding:

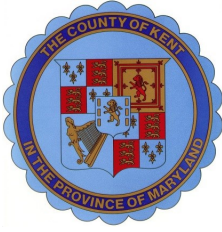
On behalf of the Talbot County Council, I am writing in support of the extension of operating dates for the Mid-Shore II Regional Landfill in Ridgely, Maryland. Under the terms of the 80-year Mid-Shore County Agreement between Caroline, Kent, Queen Anne's, and Talbot counties, Mid-Shore II is scheduled to close in 2030. However, current projections provided by the Maryland Environmental Service indicate that disposal capacity is available to keep this facility open through approximately 2042 under existing State permits.

The Mid-Shore County Agreement provides a cost-efficient approach to the solid waste management needs of the participating counties. Talbot County recognizes the long-term benefits of utilizing this essential public facility on behalf of our regional constituents and values our continuing partnership with the goal to increase the time horizon of the Agreement beyond 80 years.

Sincerely,
COUNTY COUNCIL OF TALBOT COUNTY

Chuck F. Callahan
President

cc: ✓ County Commissioners of Kent County
Queen Anne's County Commissioners



Maryland Department of the Environment
5/16/2023
County Commissioners Meeting

Item Summary:

Notice of Public Informational Hearing

ATTACHMENTS:

Description

MDE Notice of Public Hearing KE2021G001_01



Maryland
Department of
the Environment



Wes Moore, Governor
Aruna Miller, Lt. Governor

Serena McIlwain, Secretary
Suzanne E. Dorsey, Deputy Secretary

May 1, 2023

RE: KE2021G001/01 - Notice of Public Informational Hearing

Dear Property Owner, Public Official, Interested Person, or Applicant:

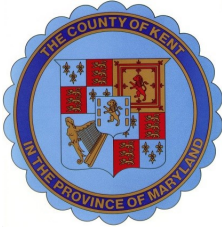
A public informational hearing will be held on Wednesday, May 17, 2023, at 5:00 pm at Washington College, 300 Washington Avenue, Litrenta Lecture Hall in the Toll Science Center, Room SG10, Chestertown, MD 21620. The subject will be Application to Appropriate and Use Waters of the State No. KE2021G001/01 submitted by Harborview Farms Partnership to appropriate and use an annual average of 258,500 gallons of groundwater per day (gpd) and 1,571,000 gpd during the month of maximum use for crop irrigation on the east side of Airy Hill Road, approximately 0.5 miles south of its intersection with Chestertown Road. Water is proposed to be withdrawn from eight wells in the Aquia aquifer. The project was advertised in the Kent News on March 30, 2023.

This public informational hearing is provided for in Environment Article §5-204 of the Annotated Code of Maryland and shall be conducted in accordance with the provisions of Code of Maryland Regulations (COMAR) 26.01.07.06. The Administration will present a description of the project and other information related to the requested allocation and use, including a review of our technical evaluation of the applicant's request. The applicant will also be present. Interested persons will be given the opportunity to offer comments and/or information with regards to the proposed water use.

If you have any questions on this matter, please contact me at (410) 537-3590.

Sincerely,

John Anthony, Geologist
Water Supply Program



American Rescue Plan Act (ARPA) Funds Spend Plan
5/16/2023
County Commissioners Meeting

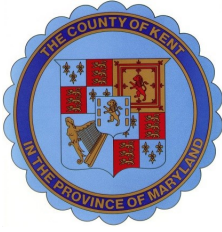
ATTACHMENTS:

Description

5-9-2023 ARPA Fund Commissioner Report

**AMERICAN RESCUE PLAN ACT FUND
AS OF COMMISSIONER MEETING MINUTES DATED
5/9/2023**

Project	Department	Project Estimate	Date Approved	Amount Approved	Date Completed
Feed the Elderly Year 1	Local Management Board	112,800	08/31/21	112,800	
Feed the Elderly Year 2 and 3	Local Management Board	204,115	03/08/22	204,115	
Clariflocculator Replacement Project	Water & Wastewater Fund	275,000	08/31/21	275,000	6/28/2022
Clariflocculator Replacement Project Change Order #1		2,817	01/11/22	2,817	6/28/2022
Clariflocculator Replacement Project Change Order #2		90,642	01/11/22	90,642	11/23/2022
AV System	Information Technology	71,254	10/26/21	71,254	
IT Software	Information Technology	27,095	10/26/21	27,095	
Neighborhood & Infrastructure Grants	Information Technology	258,402	12/14/21	258,402	
A/V Equipment in EOC	Emergency Operation Center	14,087	02/01/22	14,087	
SCADA Pump Station Monitoring	Water & Wastewater Fund	110,065	02/08/22	110,065	
Millington/RT301 Wastewater Treatment Feasibility Study	Water & Wastewater Fund	57,500	02/08/22	57,500	
Millington/RT301 Wastewater Conveyance System Capacity Study		9,500	09/27/22	9,500	
Tolchester Wastewater-Design Services Influent Screen	Water & Wastewater Fund	52,910	02/08/22	52,910	
Tolchester Wastewater - Bid Services and Const. Management		35,735	09/27/22	35,735	
Tolchester Wastewater Influent Screen Construction		600,914	04/25/23	600,914	
Worton WWTP Influent Lagoon Engineer Design & Bid Services	Water & Wastewater Fund	32,981	03/22/22	32,981	
Worton WWTP Influent Lagoon Engineer Const. Management		43,736	03/08/23	43,736	
Worton WWTP Lagoon Sludge Removal Contract		1,400,500	12/13/22	1,400,500	
Kennedyville Pump Station #2 Relocation Design	Water & Wastewater Fund	52,338	09/27/22	52,338	
Kennedyville Pump Station #2 Relocation Const. Management		<i>Deferred</i>			
Kennedyville Pump Station #2 Construction		<i>Deferred</i>			
Worton/Kennedyville GIS Water and Sewer Facilities Mapping	Water & Wastewater Fund	75,770	09/27/22	75,770	
Worton Vehicle Storage Building & site prep/lighting/heat	Water & Wastewater Fund	40,000	10/25/22	40,000	
Worton WWTP Solids Press Replacement Design	Water & Wastewater Fund	40,000.00			
Worton WWTP Solids Press Replacement Construction Management		20,000.00			
Worton WWTP Solids Press Replacement		250,000.00			
Total Amount of Funds Committed		<u>\$ 3,878,161</u>		<u>\$ 3,568,161</u>	
Amount of ARPA Funds		3,766,777		3,766,777	
Balance of ARPA Funds Remaining		<u>\$ (111,384)</u>		<u>\$ 198,616</u>	



Contingency and Use of Fund Balance Report 5/16/2023 County Commissioners Meeting

ATTACHMENTS:

Description

5-9-2023 Commissioner Report Contingency

CONTINGENCY					
DATE APPROVED	DEPARTMENT	AMOUNT APPROVED	DESCRIPTION		
6/14/22	Upper Shore Aging	\$ 15,000	To secure a grant funded prgram	-	-
6/14/22	Circuit Court/Building and Grounds	25,000	Arch Design-lobby expansion design phase	-	-
8/9/22	Circuit Court/Building and Grounds	11,291	Asbestors Abatement - Court House - asbestors insulation around exposed heat pipes	-	-
9/6/22	Kent Ag Center, Inc.	7,385	Kent Ag Center-Pavilion Roof	-	-
9/6/22	Kent Ag Center, Inc.	9,600	Kent Ag Center-pavilion electrical work	-	-
9/6/22	LPPI Parks	20,000	Worton Park multipurpose field lighting project	-	-
9/6/22	Kent Ag Center, Inc.	1,000	Kent Aq Center-asbestos assessment report of two buildings at Kent Aq Center	-	-
9/27/22	Kent Ag Center, Inc.	1,625	Kent Aq Center-asbestos assessment report of two buildings at Kent Aq Center	-	-
12/13/22	Office of Finance	28,275	Central Square Payments-Web Enablement,	-	-
2/7/23	Water & Wastewater Fund	18,650	Click2Gov Tax & CIS, Accounts Receivable construction of sewer service line to the manhole	-	-
2/28/23	Commissioners Office	14,000	Greenwill Consulting Group, Inc. Contract costs \$33,000. remainder of contract in FY24	-	-
2/28/23	Office of Finance	3,465	Central Square Payments-3rd module \$2340 Paymentus-5 devices @ \$1125 ea	-	-
3/8/23	Water & Wastewater Fund	6,850	Fairlee Water Plant-replacement of water treatment filter media	-	-
3/14/23	Parks and Recreation	23,640	Millinaton pool replaster	-	-
3/14/23	Parks	4,500	Fencing around Granarv Building	-	-
4/4/23	The Chestertown Tea Party	10,000	Wi-Fi assistance for The Chesterown Tea Party festival	-	-
		-		-	-
		-		-	-
		-		-	-
		-		-	-
		-		-	-
		-		-	-
TOTAL		<u>\$ 200,281</u>			
BEGINNING CONTINGENCY BUDGET		\$ 400,000			
ENDING CONTINGENCY BALANCE		<u>\$ 199,719</u>			
USE OF FUND BALANCE					
DATE APPROVED	DEPARTMENT	AMOUNT APPROVED	DESCRIPTION		
07/01/2022	State Attorney's Office	8,000	Increase in State Attorney's Salary		
07/01/2022	Sheriff's Office	6,400	Increase in Sheriff's Salary		
09/20/2022	Detention Center	16,794	Opioid Use Disorder (OUD) Treatment Initiative. additional costs of employee benefits.		
11/15/2022	Water & Wastewater Fund	71,672	Utility Tech position-salary and benefits		
12/13/2022	Emergency Medical Service	152,794	EMT (2) positions-salary and benefits		
12/13/2022	Office of Finance	19,172	Central Square Payments, Web Enablement Fusion, Click2Gov Tax & CIS, Accounts Receivable		
02/14/2023	Human Resources	96,883	New HR Coordinator position		
TOTAL		<u><u>\$ 371,715</u></u>			
USE OF FUND BALANCE					
Note: If expenses are not reduced or offset by the same amount of fund balance used, this will result in a decrease in fund balance below our 7.5% target.					