



Burkittsville Planning and Zoning Report March 2021

Codes/Ordinances

- Kevin Cromer is chairing the Ordinance Committee.
- All ordinances have been digitally scanned and sent to the Mayor and Council.
- The Commission seeks a mandate from the Council to make the extensive revisions needed to have a complete and operational set of zoning and ordinances.
- The commission requests support in the form of a liaison to carry out given mandate.

Town Website

- Upgrade was purchased for \$25 annual fee.
- This allows for unlimited sub-folders.
- Government page will be built out with folders to house documents, the menu was sent to the webmaster.
- Permit language, fees, and link to county permit portal was submitted to webmaster.

Enforcement

- Citations are needed after a letter is sent for code infractions for a fine to be given; the "ticket" is what holds up in court.
- The citation book was received last week by the Chair.

Zoning Administrator Status

- The zoning administrator vacancy announcement was extended until March 31.
- Several inquiries have been received.
- Broader search planned if necessary.
- Vision/process for interviewing

Other Business

- Vacancies for Planning & Zoning; Board of Appeals
- Annual report - Maryland Department of Planning due July 1

Upcoming Meetings

- Next Commission meeting: April 5, 7:00 pm, Zoom

Respectfully prepared and submitted by:

Jayme S. Marshall, Chair

Burkittsville Planning & Zoning Commission

March 7, 2021