

**FREDERICK COUNTY
DEVELOPMENT REVIEW OUTREACH MEETING
NUMBER 40
Friday, July 25, 2008
Training Room
30 North Market Street
AGENDA**

1. Prior Meeting Minutes Available at the Division of Permitting and Development Review, and on the webpage.
2. Staffing issues
 - Director Planning – Position is currently being advertised and will remain open until filled.
 - Engineering Manager – Position is being “frozen” for FY09
 - Environmental Planner- With HR will be advertised soon
 - Planner 1- With HR
3. Customer Service Counter
 - Recordation Fee must be a check, no cash
 - Items to be sent directly upstairs cannot include any fees (checks or cash)
 - Complete application forms and checklists, including Agent/Owner signatures
 - Reminder all plans must be folded to as close to 8 ½ X 11 as possible.
4. Hansen reporting – Changes coming to the appearance of Hansen Reporting
 - Online reports have been updated. Additional changes in future, send suggestions, comments to Carol Pereschuk.
 - Engineering applications changes to be made in August.
5. ECS changes
 - Administrative Changes, including application process, fees etc.
 - Field changes
6. SWM – Changes in state law-update
7. Bike lanes- Bike lanes will be required as shown on the attached map. Additional detail will be provided.
<http://www.co.frederick.md.us/documents/Planning/Transportation/Bikes&Trails.PDF>
8. Sight Distance Evaluations
9. Revised Unit Costs- Adopted 7/1/08
10. New Performance Agreements (attached). Comments due by August 22. Will become effective September 1, 2008
11. Digital Submission request.
12. Open Discussion- Any items from other agencies or development community attendees
13. Next Meeting – Friday October, 24 2008