Introduced 10.05.2026
Public Hearing 10.19.2026
Council Action 10.30.2026
Executive Action 11.2.2026
Effective Date 1.2.2027

County Council of Howard County, Maryland

2026 Legislative Session

Legislative Day No. 12

Bill No. 66 -2026

Introduced by: David Yungmann at the request of the Zoning Board

SHORT TITLE: Amending – Zoning Board Procedures

TITLE: AN ACT amending Title 16 of the Howard County Code by revising the procedures of the Zoning Board for deciding whether petitions may be first heard by the Hearing Examiner for the Zoning Board; revising the advertising requirements for Zoning Board administrative meetings; requiring certain applicants to file certain affidavits or disclosures; revising the timeframe to file an exception to the Hearing Examiner's report; clarifying the role of the Zoning Counsel; and generally related to the Zoning Board.

Introduced and read first time Oct 5, 2026. Ordered posted and hearing scheduled.

By order Michelle Harrod
Michelle Harrod, Administrator

Having been posted and notice of time & place of hearing & title of Bill having been published according to Charter, the Bill was read for a second time at a public hearing on Oct 19, 2026.

By order Michelle Harrod
Michelle Harrod, Administrator

This Bill was read the third time on Oct 30, 2026 and Passed ___, Passed with amendments ✓, Failed ___.

By order Michelle Harrod
Michelle Harrod, Administrator

Sealed with the County Seal and presented to the County Executive for approval this 30 day of October, 2026 at 5:00 a.m./p.m.

By order Michelle Harrod
Michelle Harrod, Administrator

Approved by the County Executive Nov. 2, 2026

Calvin Ball, County Executive

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN SMALL CAPITALS indicates additions to existing law; ~~Strike-out~~ indicates material deleted by amendment; Underlining indicates material added by amendment.

LEG2729

Section 1. Be It Enacted *by the County Council of Howard County, Maryland, that the Howard County Code is amended as follows:*

By amending:

Title 16.- "Planning, Zoning, and Subdivisions and Land Development Regulations"

Subtitle 2.- "Zoning"

Section 16.203A. - "Hearing examiner."

Subsection (a) "In General."

Subsection (d) "Exceptions."

Section 16.204. - "Piecemeal map amendments and development plan approvals."

Subsection (c) "Advertising"

Subtitle 10.- "Zoning Counsel"

Section 16.1000.- "Zoning Counsel.

Subsection (c)

By adding:

Title 16.- "Planning, Zoning, and Subdivisions and Land Development Regulations"

Subtitle 2.- "Zoning"

Section 16.205.- "Procedure."

Subsection (c).- "Other Submission Requirements."

New paragraph (vii)

Title 16 – Planning, Zoning and Subdivisions and Land Development Regulations

Subtitle 2 - Zoning

Section 16.203A. – Hearing examiner.

(a) *In General.*

(1) For petitions authorized to be heard by the Zoning Board under section 16.204 of this subtitle, **[[**the Zoning Board by majority vote at an administrative meeting may authorize the Hearing Examiner to first hear petitions.**]]** WITHIN FIVE (5) BUSINESS DAYS AFTER THE ZONING BOARD ADMINISTRATOR PROVIDES THE ZONING BOARD MEMBERS WITH THE PLANNING BOARD REPORT FOR A ZONING BOARD PETITION, IF THREE (3) MEMBERS GIVE NOTICE TO THE ADMINISTRATOR OF A DESIRE TO HEAR A CASE, THE ZONING BOARD CHAIR SHALL CALL THE ZONING BOARD INTO AN ADMINISTRATIVE MEETING, AT WHICH A MAJORITY OF THE ZONING BOARD WILL VOTE TO HEAR AND DECIDE THE CASE, REFER THE CASE TO THE HEARING EXAMINER TO CONDUCT THE EVIDENTIARY HEARING AND ISSUE ITS REPORT TO THE ZONING BOARD, OR DECLARE THE PETITION INCOMPLETE, IN WHICH EVENT ANOTHER ADMINISTRATIVE MEETING WILL BE SCHEDULED TO REVIEW ANY ADDITIONS TO THE FILE TO BE SUBMITTED BY THE PETITIONER. IF AN ADMINISTRATIVE MEETING IS NOT REQUESTED BY AT LEAST THREE (3) ZONING BOARD MEMBERS WITHIN THE FIVE (5) BUSINESS DAY PERIOD, THE PETITION WILL AUTOMATICALLY BE REFERRED TO THE HEARING EXAMINER.

(2) An evidentiary hearing under this section shall be held in the same manner as a hearing that the Zoning Board holds under sections 16.204 and 16.206 of this subtitle and the Hearing Examiner shall not issue a decision but shall issue a report. When the Hearing Examiner holds an evidentiary hearing under this section, the hearing shall proceed as set forth in sections 16.204 and 16.206 of this subtitle as if the term "Zoning Board" or "Chairperson" includes "Hearing Examiner."

(3) The Zoning Board shall adopt rules of procedure for the Hearing Examiner in Zoning Board cases.

(4) The Zoning Board shall hear and decide a case if:

(i) The Hearing Examiner position is vacant;

(ii) The Zoning Board determines that the Hearing Examiner is unable to hear the case because of a conflict of interest or other disqualification; or

(iii) The Zoning Board by majority vote at an administrative meeting decides to hear the case.

(b) *Report.*

(1) (i) The Hearing Examiner shall issue a report on each petition heard by the Hearing Examiner.

(ii) The Hearing Examiner shall issue the report within 60 days after the conclusion of the evidentiary hearing unless the Zoning Board specifies a different time.

(2) The report shall include findings of fact, summaries of arguments and respective positions in the case or theory in support of it, and conclusions of law.

(3) The report is not an order or final action of the Zoning Board.

(4) The report shall be signed by the Hearing Examiner and sent to the Zoning Board Administrator to be distributed to the members of the Zoning Board, each party to the case, and posted on the Zoning Board's website. The report shall be deemed issued on the date that the report is signed by the Hearing Examiner.

(c) *Record.*

(1) The record shall include:

(i) All items listed in section 2.121(a) of the County Code;

(ii) Maps;

(iii) Recordings of the hearings held by the Hearing Examiner;

(iv) Presentation by the Department of Planning and Zoning; and

(v) All other materials provided to the Hearing Examiner by the petitioner, the opposition, and government agencies.

(2) Following the close of the record, the Hearing Examiner shall send the record to the Zoning Board Administrator to be distributed to the members of the Zoning Board.

(d) *Exceptions.*

(1) After a Hearing Examiner issues a report, a party may submit to the Zoning Board exceptions to the report.

(2) Exceptions shall be in writing and shall be filed with the Zoning Board within **[[**20**]]** 10 business days after the Hearing Examiner's report is issued. The party filing exceptions shall send the exceptions to the Zoning Board Administrator and all other parties in the case by both email and first-class mail, postage paid. The exceptions shall specify in detail those items to which the party excepts and the reasons why the party

excepts. Any party may file a written response to any other party's exceptions within **[[20]]** 10 business days of the filing of any exceptions.

(3) On the filing of exceptions, the Zoning Board shall schedule an oral argument on the exceptions in a timely manner. The oral argument is limited to those matters to which exceptions have been taken. Each party shall be limited to 30 minutes total of oral argument for all exceptions filed by that party. The Zoning Board may choose to take evidence on an exception.

(e) Presentation to the Zoning Board. The report, along with the record, shall be presented by the Hearing Examiner to the Zoning Board at a meeting of the Zoning Board. The hearing of exceptions to the report shall follow the Hearing Examiner's presentation.

(f) Actions by the Zoning Board Every decision and final order in a piecemeal map amendment or development plan case shall be in writing, signed by a majority of the entire Zoning Board, attested by the Zoning Board Administrator, and shall be accompanied by findings of fact and conclusions of law and shall be made a part of the record of proceedings. The final order of the Zoning Board denying or granting the petition for a piecemeal map amendment, or approving or disapproving a development plan, shall be filed with the Department of Planning and Zoning, which shall maintain it as part of the official records of the County. The Zoning Board may decide by majority vote to remand the petition to the Hearing Examiner for additional testimony and hearing.

(g) *Subpoenas.* the hearing examiner may issue subpoenas to compel the attendance of witnesses and the production of documents and to administer oaths to witnesses.

Section 16.204. – Piecemeal map amendments and development plan approvals.

(a) *Zoning Board.* The Zoning Board may exercise the Zoning Authority delegated to it by this subtitle to make decisions on piecemeal map amendments and development plans in pursuance of a petition filed in accordance with section 16.205 ET SEQ. of this subtitle and shall establish procedures for doing so.

(b) *Evidentiary Hearing Required.* The Zoning Board shall hold an evidentiary hearing, unless the Hearing Examiner has already held an evidentiary hearing on piecemeal map amendments and development plan petitions during which parties and persons of record to the case shall have an opportunity to be heard. The Zoning Board shall be prohibited from holding meetings which

include an opportunity for public testimony on any day on which Rosh Hashanah, Yom Kippur, Eid Ul Fitr or Eid Ul Adha is observed. The Zoning Board shall not take final action on piecemeal map amendments or development plan petitions until after:

(1) Any evidentiary hearing; and

(2) The procedures in this section and section 16.203A of this subtitle are complete.

(c) *Advertising.* WITHIN FIVE (5) BUSINESS DAYS FOLLOWING THE DECISION WHETHER OR NOT THE ZONING BOARD WILL HOLD AN ADMINISTRATIVE MEETING, THE BOARD ADMINISTRATOR WILL PROVIDE THE DATE AND TIME OF EITHER THE ADMINISTRATIVE MEETING OR THE HEARING EXAMINER HEARING TO THE PETITIONER. At least 30 days prior to the initial administrative meeting OR HEARING on the piecemeal map amendment or development plan petitions, the petitioner, at its own expense, shall advertise the date, time, place and subject matter of the petition in at least two newspapers of general circulation in Howard County. IF THE ZONING BOARD HOLDS AN ADMINISTRATIVE MEETING, THE DATE OF THE EVIDENTIARY HEARING IS REQUIRED TO BE ANNOUNCED AT ZONING BOARD ADMINISTRATIVE MEETINGS, IF NOT INCLUDED IN THE INITIAL ADVERTISING, AND SHALL NOT BE LESS THAN TEN (10) BUSINESS DAYS AFTER THE INITIAL ADMINISTRATIVE MEETING. NO ADDITIONAL ADVERTISING IS REQUIRED.

Section 16.205.- Procedure

(c) *Other Submission Requirements.*

(1) Along with the petition, the petitioner shall submit the following:

(i) Four copies of an accurate plat, prepared, signed, and sealed by a registered engineer or land surveyor that shows:

a. The present configuration of the property, including bearings and distances (in feet);

b. The names of owners of record, or subdivision lot and block numbers, of adjoining properties;

c. The name, location, distance to the center line, and right-of-way width of all abutting streets. If the property is not located at the intersection of two streets, the distance to, and the name of, the nearest intersecting street shall be indicated;

d. The (subdivision) lot and block number of the subject property (if any);

e. A north arrow and scale (no smaller than one inch equals 400 feet);

f. The total area of the property (in either square feet or acres);

g. The location of all existing buildings, structures, and other improvements on the property; and

h. The subject property outlined in red.

(ii) Four copies of the zoning map page on which the property is plotted to scale and outlined in red;

(iii) Three copies of a typewritten statement of justification in support of the request. The statement shall set forth the legal basis by which the requested amendment may be approved, and factual reasons showing why approval of the request will not be detrimental to the public health, safety, and welfare. This statement may be accompanied by three copies of any material which (in the petitioner's opinion) is necessary to clarify or emphasize the typewritten statement. This additional material, if not foldable, shall be no larger than 18 by 24 inches;

(iv) A statement listing the names, and the business addresses, of all individuals having at least a five percent financial interest in the subject property;

(v) If any owner is a corporation, a statement listing the officers of the corporation, their business addresses, and the date on which they assumed their respective offices. The statement shall also list the current Board of Directors, their business addresses, and the dates of each Director's term;

(vi) If the owner is a corporation or any other registered entity, including a limited liability company or limited partnership (except one listed on a national stock exchange), a statement containing the names and business addresses of those persons owning at least five percent of the ownership interest or shares of any class of corporate security (including stocks and serial maturity bonds) of the owner entity. If any person with an ownership interest in the property is itself a registered entity, including a limited liability company or limited partnership (except one listed on a national stock exchange), a statement containing the names and business addresses of those persons owning at least five percent of the

ownership interest or shares of any class of corporate security (including stocks and serial maturity bonds) of that entity;

(VII) AFFIDAVITS AND DISCLOSURES REQUIRED BY §5-852 THROUGH §5-854 OF THE GENERAL PROVISIONS ARTICLE OF THE ANNOTATED CODE OF MARYLAND;

[[(vii)**]]** (VIII) A list containing the names and addresses of all adjoining property owners and the owners of those properties directly across a street, alley, or stream, and a set of preaddressed envelopes or mailing labels; and

[[(viii)**]]** (IX) Any other data or explanatory material required by the Department or Hearing Examiner.

Subtitle 10. – Zoning Counsel

Section 16.1000. – Zoning Counsel.

(a) The County Council may employ a Zoning Counsel on a part-time, contractual basis. The Zoning Counsel shall be a member in good standing of the Bar of the Maryland Court of Appeals and at the time of appointment shall have been actively engaged in the general practice of law for at least five years.

(b) A decision to enter into a contract with an individual to perform the duties of Zoning Counsel shall be made by an affirmative vote of at least three Councilmembers. A decision to terminate a Zoning Counsel's contract shall be made by an affirmative vote of at least four Councilmembers.

(c) The Zoning Counsel shall appear at all evidentiary hearings, before the Zoning Board and the Hearing Examiner on requests for piecemeal zoning map amendments for the purposes of producing evidence and testimony supporting PRIOR comprehensive rezoning and facilitating the compilation of a complete record.

Section 2. And Be It Further Enacted *by the County Council of Howard County, Maryland, that this Act shall become effective 61 days after its enactment. However, if the Zoning Board has not adopted its Rules of Procedure and the Rules of Procedure for the Hearing Examiner which necessitates the provision of this Act by November 30, 2026, then the provisions of this Act shall sunset and have no further effect.*

Section 3. And Be It Further Enacted *by the County Council of Howard County, Maryland, that if the Zoning Board does not adopt the amendment to Section 2.402.A.1 of the Rules of Procedure of the Howard County Zoning Board and Article II.A.1 of the Rules of Procedure of the Zoning Board Hearing Examiner, then the amendment to Howard County Code Section 16.203A(a)(1) as provided on page 2, lines 1-15 of this Act are void and have no further effect.*

Section 4. And Be It Further Enacted *by the County Council of Howard County, Maryland, that if the Zoning Board does not adopt the amendment to Section 2.405.C of the Rules of Procedure of the Howard County Zoning Board and Article IV.C of the Rules of Procedure of the Zoning Board Hearing Examiner, then the amendment to Howard County Code Section 16.203A(d)(2) as provided on page 3, line 26 and page 4, line 2 of this Act are void and have no further effect.*

Section 5. And Be It Further Enacted *by the County Council of Howard County, Maryland, that if the Zoning Board does not adopt the amendment to Section 2.403.C.1 of the Rules of Procedure of the Howard County Zoning Board and Article III.C.1 of the Rules of Procedure of the Zoning Board Hearing Examiner, then the amendment to Howard County Code Section 16.204 as provided on page 5, lines 6-16 of this Act are void and have no further effect.*

Section 6. And Be It Further Enacted *by the County Council of Howard County, Maryland, that if the Zoning Board does not adopt the amendment to Section 2.402 of the Rules of Procedure of the Howard County Zoning Board, "Scheduling", then the amendment to Howard County Code Section 16.205 as provided on page 7, lines 3-4 of this Act are void and have no further effect.*

Amendment 1 to Council Bill No. 66- 2026

BY: David Yungmann

Legislative Day 14
Date: October 30, 2026

Amendment No. 1

(*This amendment makes certain amendments proposed in Council Bill No. 66-2026 conditioned on the Zoning Board adopting related changes that are proposed in the Rules of Procedure of the Howard County Zoning Board and the Rules of Procedure of the Zoning Board Hearing Examiner*)

On page 7, after line 30 insert the following:

"***Section 3. And Be It Further Enacted*** *by the County Council of Howard County, Maryland, that if the Zoning Board does not adopt the amendment to Section 2.402.A.1 of the Rules of Procedure of the Howard County Zoning Board and Article II.A.1 of the Rules of Procedure of the Zoning Board Hearing Examiner, then the amendment to Howard County Code Section 16.203A(a)(1) as provided on page 2, lines 1-15 of this Act are void and have no further effect.*

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I certify that this a true copy of
Am 1 to CB 66-2026
passed on October 30, 2026
Council Administrator

Section 6. And Be It Further Enacted *by the County Council of Howard County, Maryland, that if the Zoning Board does not adopt the amendment to Section 2.402 of the Rules of Procedure of the Howard County Zoning Board, "Scheduling", then the amendment to Howard County Code Section 16.205 as provided on page 7, lines 3-4 of this Act are void and have no further effect.*".

Introduced _____
Public Hearing _____
Council Action _____
Executive Action _____
Effective Date _____

County Council of Howard County, Maryland

2026 Legislative Session

Legislative Day No.

Bill No. 66-2026

Introduced by: David Yungmann at the request of the Zoning Board

SHORT TITLE: Amending – Zoning Board Procedures

TITLE: AN ACT amending Title 16 of the Howard County Code by revising the procedures of the Zoning Board for deciding whether petitions may be first heard by the Hearing Examiner for the Zoning Board; revising the advertising requirements for Zoning Board administrative meetings; requiring certain applicants to file certain affidavits or disclosures; revising the timeframe to file an exception to the Hearing Examiner's report; clarifying the role of the Zoning Counsel; and generally related to the Zoning Board.

Introduced and read first time _____, 2026. Ordered posted and hearing scheduled.

By order_____
Michelle Harrod, Administrator

Having been posted and notice of time & place of hearing & title of Bill having been published according to Charter, the Bill was read for a second time at a public hearing on _____, 2026.

By order _____
Michelle Harrod, Administrator

This Bill was read the third time on _____, 2026 and Passed ___, Passed with amendments _____, Failed _____.

By order _____
Michelle Harrod, Administrator

Sealed with the County Seal and presented to the County Executive for approval this _____day of _____, 2026 at ___ a.m./p.m.

By order _____
Michelle Harrod, Administrator

Approved by the County Executive _____, 2026

_____
Calvin Ball, County Executive

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN SMALL CAPITALS indicates additions to existing law; ~~Strike-out~~ indicates material deleted by amendment; Underlining indicates material added by amendment.

Section 1. Be It Enacted *by the County Council of Howard County, Maryland, that the Howard County Code is amended as follows:*

By amending:

Title 16.- "Planning, Zoning, and Subdivisions and Land Development Regulations"

Subtitle 2.- "Zoning"

Section 16.203A. - "Hearing examiner."

Subsection (a) "In General."

Subsection (d) "Exceptions."

Section 16.204. - "Piecemeal map amendments and development plan approvals."

Subsection (c) "Advertising"

Subtitle 10.- "Zoning Counsel"

Section 16.1000.- "Zoning Counsel.

Subsection (c)

By adding:

Title 16.- "Planning, Zoning, and Subdivisions and Land Development Regulations"

Subtitle 2.- "Zoning"

Section 16.205.- "Procedure."

Subsection (c).- "Other Submission Requirements."

New paragraph (vii)

Title 16 – Planning, Zoning and Subdivisions and Land Development Regulations

Subtitle 2 – Zoning

Section 16.203A. – Hearing examiner.

(a) *In General.*

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(2) An evidentiary hearing under this section shall be held in the same manner as a hearing that the Zoning Board holds under sections 16.204 and 16.206 of this subtitle and the Hearing Examiner shall not issue a decision but shall issue a report. When the Hearing Examiner holds an evidentiary hearing under this section, the hearing shall proceed as set forth in sections 16.204 and 16.206 of this subtitle as if the term "Zoning Board" or "Chairperson" includes "Hearing Examiner."

(3) The Zoning Board shall adopt rules of procedure for the Hearing Examiner in Zoning Board cases.

(4) The Zoning Board shall hear and decide a case if:

(i) The Hearing Examiner position is vacant;

(ii) The Zoning Board determines that the Hearing Examiner is unable to hear the case because of a conflict of interest or other disqualification; or

(iii) The Zoning Board by majority vote at an administrative meeting decides to hear the case.

(b) *Report.*

(1) (i) The Hearing Examiner shall issue a report on each petition heard by the Hearing Examiner.

(ii) The Hearing Examiner shall issue the report within 60 days after the conclusion of the evidentiary hearing unless the Zoning Board specifies a different time.

(2) The report shall include findings of fact, summaries of arguments and respective positions in the case or theory in support of it, and conclusions of law.

(3) The report is not an order or final action of the Zoning Board.

(4) The report shall be signed by the Hearing Examiner and sent to the Zoning Board Administrator to be distributed to the members of the Zoning Board, each party to the case, and posted on the Zoning Board's website. The report shall be deemed issued on the date that the report is signed by the Hearing Examiner.

(c) *Record.*

(1) The record shall include:

(i) All items listed in section 2.121(a) of the County Code;

(ii) Maps;

(iii) Recordings of the hearings held by the Hearing Examiner;

(iv) Presentation by the Department of Planning and Zoning; and

(v) All other materials provided to the Hearing Examiner by the petitioner, the opposition, and government agencies.

(2) Following the close of the record, the Hearing Examiner shall send the record to the Zoning Board Administrator to be distributed to the members of the Zoning Board.

(d) *Exceptions.*

(1) After a Hearing Examiner issues a report, a party may submit to the Zoning Board exceptions to the report.

(2) Exceptions shall be in writing and shall be filed with the Zoning Board within **[[**20**]]** 10 business days after the Hearing Examiner's report is issued. The party filing exceptions shall send the exceptions to the Zoning Board Administrator and all other parties in the case by both email and first-class mail, postage paid. The exceptions shall specify in detail those items to which the party excepts and the reasons why the party

excepts. Any party may file a written response to any other party's exceptions within **[[20]]** 10 business days of the filing of any exceptions.

(3) On the filing of exceptions, the Zoning Board shall schedule an oral argument on the exceptions in a timely manner. The oral argument is limited to those matters to which exceptions have been taken. Each party shall be limited to 30 minutes total of oral argument for all exceptions filed by that party. The Zoning Board may choose to take evidence on an exception.

(e) Presentation to the Zoning Board. The report, along with the record, shall be presented by the Hearing Examiner to the Zoning Board at a meeting of the Zoning Board. The hearing of exceptions to the report shall follow the Hearing Examiner's presentation.

(f) Actions by the Zoning Board Every decision and final order in a piecemeal map amendment or development plan case shall be in writing, signed by a majority of the entire Zoning Board, attested by the Zoning Board Administrator, and shall be accompanied by findings of fact and conclusions of law and shall be made a part of the record of proceedings. The final order of the Zoning Board denying or granting the petition for a piecemeal map amendment, or approving or disapproving a development plan, shall be filed with the Department of Planning and Zoning, which shall maintain it as part of the official records of the County. The Zoning Board may decide by majority vote to remand the petition to the Hearing Examiner for additional testimony and hearing.

(g) *Subpoenas.* the hearing examiner may issue subpoenas to compel the attendance of witnesses and the production of documents and to administer oaths to witnesses.

Section 16.204. – Piecemeal map amendments and development plan approvals.

(a) *Zoning Board.* The Zoning Board may exercise the Zoning Authority delegated to it by this subtitle to make decisions on piecemeal map amendments and development plans in pursuance of a petition filed in accordance with section 16.205 ET SEQ. of this subtitle and shall establish procedures for doing so.

(b) *Evidentiary Hearing Required.* The Zoning Board shall hold an evidentiary hearing, unless the Hearing Examiner has already held an evidentiary hearing on piecemeal map amendments and development plan petitions during which parties and persons of record to the case shall have an opportunity to be heard. The Zoning Board shall be prohibited from holding meetings which

include an opportunity for public testimony on any day on which Rosh Hashanah, Yom Kippur, Eid Ul Fitr or Eid Ul Adha is observed. The Zoning Board shall not take final action on piecemeal map amendments or development plan petitions until after:

(1) Any evidentiary hearing; and

(2) The procedures in this section and section 16.203A of this subtitle are complete.

(c) *Advertising.* WITHIN FIVE (5) BUSINESS DAYS FOLLOWING THE DECISION WHETHER OR NOT THE ZONING BOARD WILL HOLD AN ADMINISTRATIVE MEETING, THE BOARD ADMINISTRATOR WILL PROVIDE THE DATE AND TIME OF EITHER THE ADMINISTRATIVE MEETING OR THE HEARING EXAMINER HEARING TO THE PETITIONER. At least 30 days prior to the initial administrative meeting OR HEARING on the piecemeal map amendment or development plan petitions, the petitioner, at its own expense, shall advertise the date, time, place and subject matter of the petition in at least two newspapers of general circulation in Howard County. IF THE ZONING BOARD HOLDS AN ADMINISTRATIVE MEETING, THE DATE OF THE EVIDENTIARY HEARING IS REQUIRED TO BE ANNOUNCED AT ZONING BOARD ADMINISTRATIVE MEETINGS, IF NOT INCLUDED IN THE INITIAL ADVERTISING, AND SHALL NOT BE LESS THAN TEN (10) BUSINESS DAYS AFTER THE INITIAL ADMINISTRATIVE MEETING. NO ADDITIONAL ADVERTISING IS REQUIRED.

Section 16.205.- Procedure

(c) *Other Submission Requirements.*

(1) Along with the petition, the petitioner shall submit the following:

(i) Four copies of an accurate plat, prepared, signed, and sealed by a registered engineer or land surveyor that shows:

a. The present configuration of the property, including bearings and distances (in feet);

b. The names of owners of record, or subdivision lot and block numbers, of adjoining properties;

c. The name, location, distance to the center line, and right-of-way width of all abutting streets. If the property is not located at the intersection of two streets, the distance to, and the name of, the nearest intersecting street shall be indicated;

d. The (subdivision) lot and block number of the subject property (if any);

e. A north arrow and scale (no smaller than one inch equals 400 feet);

f. The total area of the property (in either square feet or acres);

g. The location of all existing buildings, structures, and other improvements on the property; and

h. The subject property outlined in red.

(ii) Four copies of the zoning map page on which the property is plotted to scale and outlined in red;

(iii) Three copies of a typewritten statement of justification in support of the request. The statement shall set forth the legal basis by which the requested amendment may be approved, and factual reasons showing why approval of the request will not be detrimental to the public health, safety, and welfare. This statement may be accompanied by three copies of any material which (in the petitioner's opinion) is necessary to clarify or emphasize the typewritten statement. This additional material, if not foldable, shall be no larger than 18 by 24 inches;

(iv) A statement listing the names, and the business addresses, of all individuals having at least a five percent financial interest in the subject property;

(v) If any owner is a corporation, a statement listing the officers of the corporation, their business addresses, and the date on which they assumed their respective offices. The statement shall also list the current Board of Directors, their business addresses and the dates of each Director's term;

(vi) If the owner is a corporation or any other registered entity, including a limited liability company or limited partnership (except one listed on a national stock exchange), a statement containing the names and business addresses of those persons owning at least five percent of the ownership interest or shares of any class of corporate security (including stocks and serial maturity bonds) of the owner entity. If any person with an ownership interest in the property is itself a registered entity, including a limited liability company or limited partnership (except one listed on a national stock exchange), a statement containing the names and business addresses of those persons owning at least five percent of the

ownership interest or shares of any class of corporate security (including stocks and serial maturity bonds) of that entity;

(VII) AFFIDAVITS AND DISCLOSURES REQUIRED BY §5-852 THROUGH §5-854 OF THE GENERAL PROVISIONS ARTICLE OF THE ANNOTATED CODE OF MARYLAND;

[[(vii)**]]** (VIII) A list containing the names and addresses of all adjoining property owners and the owners of those properties directly across a street, alley, or stream, and a set of preaddressed envelopes or mailing labels; and

[[(viii)**]]** (IX) Any other data or explanatory material required by the Department or Hearing Examiner.

Subtitle 10. – Zoning Counsel

Section 16.1000. – Zoning Counsel.

(a) The County Council may employ a Zoning Counsel on a part-time, contractual basis. The Zoning Counsel shall be a member in good standing of the Bar of the Maryland Court of Appeals and at the time of appointment shall have been actively engaged in the general practice of law for at least five years.

(b) A decision to enter into a contract with an individual to perform the duties of Zoning Counsel shall be made by an affirmative vote of at least three Councilmembers. A decision to terminate a Zoning Counsel's contract shall be made by an affirmative vote of at least four Councilmembers.

(c) The Zoning Counsel shall appear at all evidentiary hearings, before the Zoning Board and the Hearing Examiner on requests for piecemeal zoning map amendments for the purposes of producing evidence and testimony supporting PRIOR comprehensive rezoning and facilitating the compilation of a complete record.

Section 2. And Be It Further Enacted *by the County Council of Howard County, Maryland, that this Act shall become effective 61 days after its enactment. However, if the Zoning Board has not adopted its Rules of Procedure and the Rules of Procedure for the Hearing Examiner which necessitates the provision of this Act by November 30, 2026, then the provisions of this Act shall sunset and have no further effect.*

BY THE COUNCIL

This Bill, having been approved by the Executive and returned to the Council, stands enacted on November 2, 2026.

Michelle R. Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, having been passed by the yeas and nays of two-thirds of the members of the Council notwithstanding the objections of the Executive, stands enacted on _____, 2026.

_____
Michelle R. Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, having received neither the approval nor the disapproval of the Executive within ten days of its presentation, stands enacted on _____, 2026.

_____
Michelle R. Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, not having been considered on final reading within the time required by Charter, stands failed for want of consideration on _____, 2026.

_____
Michelle R. Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, having been disapproved by the Executive and having failed on passage upon consideration by the Council stands failed on _____, 2026.

_____
Michelle R. Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, the withdrawal of which received a vote of two-thirds (2/3) of the members of the Council, is withdrawn from further consideration on _____, 2026.

_____
Michelle R. Harrod, Administrator to the County Council