



DEPARTMENT OF  
**PLANNING  
& ZONING**

## Zoning Text & Map Amendment Processes

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### Zoning Text Amendment Process

1. Initiation

A zoning text amendment may be initiated by:

- Board of County Commissioners
- Any citizen, organization, or government agency
- Planning Commission

2. Application Submission

- Submit the application and required fees to the Department of Planning & Zoning.

3. Referral and Review

- The Zoning Officer refers the application to the Planning Commission.

4. Public Hearings

- Public hearings are held by both the Planning Commission and the Board of County Commissioners (jointly or separately).
- Notice of the hearing is published with a summary, date, time, and location, per Maryland law.

5. Planning Commission Recommendation

- The Planning Commission reviews the proposal and makes a recommendation.

6. Final Decision

- The Board of County Commissioners reviews the Planning Commission's recommendation and other input.
- The Board may approve, approve with changes, or deny the amendment.

### Zoning Map Amendment Process

1. Initiation

A map amendment may be initiated by:

- Property owner or authorized representative
- Board of County Commissioners
- Planning Commission

2. Application Submission

- Submit the application and required fees to the Department of Planning & Zoning.

3. Referral and Public Notice

- Zoning Officer refers the application to the Planning Commission.
- At least 14 days before the hearing, a sign is posted on the property.
- At least 20 days before the hearing, public notice is mailed to affected property owners.

4. Public Hearings

- Hearings are held by the Planning Commission and the Board of County Commissioners (jointly or separately).
- Public notice must comply with Maryland Land Use law.

5. Planning Commission Recommendation

- The Planning Commission reviews the proposal and sends a recommendation to the Board.

6. Board of County Commissioners Decision

- Decision based on evidence including population trends, public facilities, transportation, compatibility with nearby uses, and the Comprehensive Plan.
- Approval may be granted if there's a substantial neighborhood change or a zoning classification mistake.
- Conditions may be added to approved amendments but cannot restrict permitted uses in the new zone.