



**Town Council
Regular Meeting
April 8, 2025, 6:00 PM**

Agenda

1. Call to Order

1.1. Call to Order

Attendees, please use meeting courtesy. Virtual attendees are asked to mute microphones when joining the meeting. Participants may be muted by the Town Clerk and meetings will be recorded.

In accordance with the Open Meetings Act, the public has the right to view/listen to the discussion only. At their discretion, the Town Council may allow participants to voice questions or provide comments on the topics under discussion. Written comments may be submitted via email to Legislative@townoflaplata.org. Individuals wishing to address the Town Council may sign up in advance on the Town's website (Public Communications) or on the meeting sign-up sheet.

Join on your computer, mobile app, or room device.

[Join the meeting now](#)

Meeting ID: 240 806 147 692

Passcode: 2T5Bm6FQ

In accordance with the Code of Maryland, General Provisions, Section 3-302 (Open Meetings Act), notice is hereby given that a portion of this meeting will be held in closed session.

1.2. Roll Call

1.3. Pledge of Allegiance

1.4. Approval of the Meeting Agenda

2. Approval of Minutes

2.1. Approval of minutes from meeting on March 25, 2025.

3. Petitions, Communications, Appearances and Public Comment

3.1. Public Comment

3.2. Items of Recognition

4. Matters of Council Discussion

4.1. Discussion of Fee Schedule (Larsen)

- 4.2. Discussion of Any Outstanding Budget Items (Larsen)
- 4.3. Letter of Support for University of Maryland Charles Regional Medical Center
- 4.4. Traffic Impact Studies (Miner)
- 4.5. Adequate Public Facilities (Miner)

5. Legislation

- 5.1. Emergency Ordinance 25-03 Chapter 173 Subdivision and Land Development (For Introduction and Consideration of Adoption)

AN EMERGENCY ORDINANCE concerning

Chapter 173 Subdivision and Land Development

FOR the purpose of amending Chapter 173 – Subdivision and Land Development, by requiring traffic impact studies for proposed developments that may negatively impact transportation infrastructure; and all matters generally relating thereto.

6. New Business

- 6.1. Reports from the Mayor and Town Council

7. Motion for a Closed Session

- 7.1. Statutory Authority to Close Session: § 3-305(b)(1i) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction.
Topic: Town Manager Contract

8. Adjourn

- 8.1. Adjournment

[MEET_FOOT]



TOWN OF LA PLATA
305 Queen Anne Street
Post Office Box 2268
La Plata, Maryland 20646

MEMORANDUM

To: Mayor and Council
From: Karina Larsen, Treasurer
Subject: FY2026 Fee Schedule
Date: April 3, 2025

Attached is the FY2026 Fee Schedule for your review.

- Most administration, planning, and permit fees have increased by 3%.
- Inspection fees remain unchanged, as they are set by contractors and charged to residents at cost.
- Infraction fees remain unchanged, as they are already at the maximum allowable amount.
- Fees for public utility services—including sanitation, water and sewer, and stormwater—have increased by 3%.
- Major facility fees have increased by 16% based on updates to the capital capacity improvements in the fee calculation worksheet.
- A new fee has been added for additional residential refuse collection (extra can pick-up).

Please review the schedule and reach out with any questions or concerns.

Town of La Plata Proposed FY2026 Fee Schedule



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FY 2026 Schedule of Fees

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	Fee Category	FY26 Fee Amount
101-1 ADMINISTRATION		
DOCUMENTS AND COPIES		
	Standard Format (Letter, Legal, Ledger) Per Page	\$0.50
	Large Format (Black and White) Per SF	\$0.50
	Large Format (Color) Per SF	\$4.20
	Comprehensive Plan Per SF	Actual Cost
	Standard Specifications	\$78.30
	Zoning Maps	Actual Cost
	Accident Reports	\$10.00, plus \$0.50 per page after the initial ten pages
	Incident Reports	\$10.00, plus \$0.50 per page after the initial ten pages
	Records Request of Photos	\$20.00 per CD
	Record Request of Video Recordings	\$70.00 per DVD
	Record Request of Audio Recordings	\$70.00 per DVD
	Records Request Research Fee	\$30.00 per hour starting with the third hour of research
	Public Information Request	Calculated at Time of Request, Required Deposit of 50% of Calculated Cost
FACILITY RENTALS AND FEES		
	Wills Park Town Resident /Nonprofit / For Profit (Daily Rental up to 8 hours)	\$146.00
	Wills Park Town Based Youth and Senior Citizen Organizations, Town Home Owner's Association Meetings, La Plata Volunteer Fire Department, Charles County Rescue Squad and Port Tobacco Players	No Charge
	Tilghman Lake Daily Rental Rate (Town Resident)	\$200.00
	Tilghman Lake Daily Rental Rate (Non-Town Resident)	\$338.00
MISCELLANEOUS CHARGES AND FEES		
	Returned Check Fee	\$38.70
	Late Payment Penalty	10% Of the Total Due, Excluding the Bay Restoration Fee Due, Compounded Quarterly
	Interest on Unpaid Utility Bill Balances (Excluding Bay Restoration Fee) From Prior Periods	16% APR
	Credit/Debit Card Transaction Convenience Fees	No Charge
	Utility Account Maintenance Fee (Per Quarter)	\$15.00
	La Plata License Plate	\$35.00
SPECIAL EVENTS		
	Special Event Vendor Fee (non-refundable)	\$27.00
	Special Event Permit Application Fee	\$27.00
	Special Event Permit Fee	\$108.00
	Police Officer Staff for Special Event (Hourly per officer minimum 3 hours per officer)	\$73.00
	Public Works Staff for Special Event (Hourly per worker minimum 3 hours per worker)	\$54.00
	Penalty on Late Payment (50% of the total balance for Town staff hours will be due two business days before the event. The remaining balance shall be invoiced by the Town and due 30 days' net of the invoice date).	1% Of Unpaid Amount, Per Month or Fraction Thereof That the Payment Is Late
PENALTY ON OVERDUE TAXES		
	Real Property (Fee Is in Addition to Interest Imposed in Town Charter §C8-15)	1/3 Of 1% Of Unpaid Amount, Per Month or Fraction Thereof That the Payment Is Late
	Personal/Public Utility Taxes	1% Of Unpaid Amount, Per Month or Fraction Thereof That the Payment Is Late
BAY RESTORATION FUND CHARGES		
	Residential Sewer Customers (Monthly)	\$5.00
	Non-Residential Sewer Customers (Monthly)	\$5.00
	Residential Sewer Customers (Quarterly)	\$15.00
	Non-Residential Sewer Customers (Quarterly)	\$15.00
101-2 PLANNING DIVISION		
	Annexation Petitions (Professional Services Agreement Required)	\$852.00, Plus Deposit for Actual Expenses
	Zoning Amendment Petition	\$534.00, Plus Deposit for Actual Expenses
	Board of Appeals Application for Variance, Special Exception, Appeal from An Administrative Decision, Home Occupation	\$338, Plus Deposit for Actual Expenses
	Zoning Certification Letter	\$112.00
	Official Zoning Map Update (Excluding Final Plats) Per Lot	\$13.00
SUBDIVISIONS		
	Major Subdivision Preliminary Plat Base Fee Per Plat	\$355.00
	Major Subdivision Preliminary Plat Additional Per Lot Fee	\$19.00
	Final Plat Base Fee Per Plat	\$365.00
	Final Plat Additional Per Lot Fee	\$20.00
	Fee In Lieu Of Parkland Dedication or Reservation, Payable at Time of Building Permit	\$2,743.00

SITE DEVELOPMENT PLANS	
Master Site Development Plan Review as Required by The Town's Zoning Code (TDX, PBPE, PRID, NCX)	\$831.00
Major Site Plan Review	\$971.00
Minor Site Plan Review	\$183.00
Proposed Improvement Plan Review for Water, Sewer, Storm Water Management and Streets	1% Of the Construction Costs, Not to Exceed \$8,140.00
Outside Review of Utility Plans - Water and Sewer (Hourly Rate)	\$160.00
Erosion and Sediment Control and Forest Harvest Operation Plan	Assessed & Collected by Charles Soil Conservation District
Resubmission Fee (After 3rd Submittal)	\$74.00
STORMWATER MANAGEMENT PLAN REVIEW	
Concept Stormwater Management Review (Step 1) - Application Fee	\$117.00
Additional Hourly Rate (Outside Review)	\$162.00
Site Stormwater Management Review (Step 2) - Application Fee	\$117.00
Additional Hourly Rate (Outside Review)	\$162.00
Final Stormwater Management Review (Step 3) - Application Fee	\$117.00
Additional Hourly Rate (Outside Review)	\$162.00
Fee In Lieu Of On-Site Storm Water Management, Payable at Time of Grading Permit Per SF	\$1.40
FOREST CONSERVATION REVIEW	
Forest Stand Delineation Plan Review	\$183.00
Forest Conservation Plan Review	\$295.00
Additional Per Acre Fee Per Acre of LOD	\$14.00
Payment Instead of Afforestation and Reforestation Per SF	\$0.75
TRAFFIC IMPACT REVIEW	
Traffic Study Impact Reviews for 20 residential units or less; any commercial use less than 5,000 square feet	\$268.00
Traffic Study Impact Reviews for 21 to 100 residential units; any commercial use greater than or equal to 5,000 square feet but less than 20,000 square feet	\$536.00
Traffic Study Impact Reviews for greater than 100 residential units; any commercial use greater than or equal to 20,000 square feet	\$1,000.00, Plus \$150.00 per hour; not to exceed \$3,000.00.
Engineering Review Fee	Actual Cost Plus 3%
101-3 PERMIT DIVISION	
GRADING PERMIT APPLICATION FEES	
Grading & Control Costs 0-\$1000	\$51.00
Grading & Control Costs Over \$1,000	\$49.00, Plus 1% Of Grade and Control Costs, Limited to A Maximum Fee Of \$7,750.00
COMMERCIAL PERMITS	
New Construction, Apartments, Office Condominiums and Additions Application Fee	\$179 Plus \$0.10/sq.ft.
Interior Alterations and Accessory Structures (Sheds, Gazebos ETC.) Application Fee	\$150 Plus \$0.10/sq.ft.
Plan Revision Fee (PlanCheck)	\$0.075/sq.ft. OR \$128.00 min.
Large Cellular Towers / New	\$85.00/100ft. vertical OR \$161.00 min.
Cellular Site Upgrades/Antennas	\$87.00
Liquid Propane Fuel Tanks	\$65.00 Flat Rate per tank
Sign Permit Application Fee (Free Standing and Wall Mounted)	\$65.00
Sign Permit Application Fee (Temporary)	\$44.00
Temporary Structures (Portable Trailers, Tents ETC.)	\$215.00
Photovoltaic Arrays (PV) (Solar Panels)	\$0.10/sq.ft. OR \$134.00 min.
Swimming/Baptistry Pools	\$134.00
Retaining Walls (48" or greater from footing to top of wall)	\$0.10/sq.ft. OR \$156.00 min.
Demolition or Moving of Buildings	\$101.00
Accessibility Upgrade/Ramp	\$1.65/linear ft. OR \$118.00 min.
Exterior Deck/Balcony	\$.50 sq.ft. OR \$179.00 min.
RESIDENTIAL PERMITS	
Home Builder Guarantee Fund	\$54.00
Residential New Construction and Additions (SFD, TH, Manufactured SFD)	\$180.00
Interior Alteration Application Fee	\$120.00
Per Square Foot Fee (Gross Square Footage)	\$0.10
Plan Revision Review Fee (PlanCheck)	\$.075/sq.ft. OR \$129.00 min.
Structural Modifications	\$.10/sq.ft. OR \$129.00 min.
Detached Accessory Structures (Storage Sheds, Gazebos ETC.)	\$.10/sq.ft. OR \$150.00 min.
Sign Permit Application Fee (Free Standing and Wall Mounted)	\$65.00
Sign Permit Application Fee (Temporary)	\$44.00
Exterior Deck/Balcony	\$.50 sq.ft. OR \$118.00 min.
Exterior Ramp /Standalone	\$1.50/linear ft. OR \$107 min.
Retaining Wall (48" or greater from footing to top)	\$1.65/Linear ft. OR \$118.00 min.
Photovoltaic Arrays (PV) (Solar Panels)	\$.10/sq.ft. OR \$134.00 min.
Fireplace/Woodstove Insert	\$.10/sq.ft. OR \$65.00 min.
Swimming/Hot Tubs	\$108.00
Demolition and Moving of Buildings	\$101.00

UTILITY SERVICE PERMITS	
Residential Water Connection Charges	
Residential Water Connection - Less Than 700 Square Feet of Total Area	\$126.00
Residential Water Connection - More Than 700 Square Feet of Total Area	\$134.00
Residential Sewer Connection Charges	
Residential Sewer Connection - Less Than 700 Square Feet of Total Area	\$377.00
Residential Sewer Connection - More Than 700 Square Feet of Total Area	\$434.00
Commercial, Industrial, Quasi-Public or Public Facilities Water Connection (Based on Estimated Quarterly Water Consumption)	
0 To 15,000 Gallons	\$134.00
15,001 To 100,000 Gallons	\$333.00
100,001 Gallons and Above	\$473.00
Commercial, Industrial, Quasi-Public or Public Facilities Sewer (Based on Estimated Quarterly Water Consumption)	
0 To 15,000 Gallons	\$406.00
15,001 To 100,000 Gallons	\$1,053.00
100,001 Gallons and Above	\$1,418.00
Water Meters, Including Fittings and Appurtenances (Size in Inches)	
5/8" - 3/4"	\$798.00
1"	\$913.00
1.5"	\$1,052.00
2"	\$1,397.00
3"	\$2,656.00
4"	\$3,836.00
Other Sizes and Types (I.E., Compounds, 3+)	To Be Determined Upon Application
MAJOR FACILITY FEE PERMIT (Impact Fee Chapter 186)	
Major Facility Fee Residential SFD, TH, Duplex (Per Unit)	\$20,758.00
Apartments - Dwelling Unit is 700 SF or Less (Per Unit) Including Accessory Dwelling Units (ADU)	\$15,905.00
Apartments - Dwelling Unit is More than 700 SF (Per Unit) Including Accessory Dwelling Units (ADU)	\$18,347.00
Commercial, Industrial, and Public or Quasi-Public Facility Units (Per EDU)	
New or Enlarged Water and Sewer Service	\$20,121.00
Actual usage is 110% greater than estimated consumption after one (1) year	Calculated based on current rates minus any amount already paid
CERTIFICATE OF USE AND OCCUPANCY PERMIT	
Final Certificate of Use and Occupancy Permit Application Fee	\$89.00
Temporary Use and Occupancy Permit Application Fee	\$54.00
MISCELLANEOUS PERMITS	
Noise Permits	\$22.00
Public Works Permit (Work in Public Right-of-Way)	\$33.00
Mobile Food Service Facility Permit (Valid for one calendar year)	\$175.00
Home Office Permit	\$46.00
Electrical Permit	PlanCheck Cost
Mechanical Permit	PlanCheck Cost
Plumbing Permits	PlanCheck Cost
FARMERS MARKET PERMITS	
Saturday Only Seasonal	\$145.00
Saturday Only Daily	\$26.00
Wednesday Only Seasonal	\$93.00
Wednesday Only Daily	\$16.00
Saturday and Wednesday Seasonal	\$217.00
RENTAL OPERATING LICENSE (BIANNUAL RENEWAL AND INSPECTION FEES)	
Buildings Containing 4 Or Fewer Dwelling/Rooming Units (Excluding Hotels/Motels) - Per Unit	\$128.00
Buildings Containing 5 Or More Dwelling/Rooming Units (Excluding Hotels/Motels) - Per Unit	\$161.00
Hotels/Motels - 0 To 50 Rooms - Per Unit	\$290.00
Hotels/Motels - 51 To 100 Rooms - Per Unit	\$392.00
Hotels/Motels - Over 100 Rooms - Per Unit	\$483.00
Re-Inspection (Each Dwelling/Rooming Unit) - Per Unit	\$108.00
SMALL WIRELESS COMMUNICATIONS FACILITIES IN THE PUBLIC RIGHTS OF WAY	
Application Fee for Placement or Modification of Small Wireless Telecommunications Facilities and Related Overhead and Underground Wiring, Cable, Hoses, Pipes, Poles and Similar Facilities.	
Up to Five Facilities	\$596.00
Each Additional Facility	\$120.00
Each New Pole	\$1,190.00
Actual Cost to Review Applications, If in Excess of Set Fees	Actual Cost
Access Fee, Per Small Wireless Communications Facility, Per Year	\$322.00
101-4 - INSPECTIONS	
New SFD, TH, MFD Dwelling Unit	
Building footing inspection	\$225.00
Building foundation inspection	\$225.00
Building foundation rebar inspection	\$225.00
Building slab inspection	\$225.00
Building framing inspection	\$225.00
Load path inspection	\$225.00
Building energy efficiency inspection	\$225.00
Building final inspection	\$225.00
Building Fire Rated Assembly (Party Wall) Inspection (TH and MFD Only)	\$225.00
Driveway entrance final inspection (As Applicable)	\$225.00

Manufactured / Industrialized Home: SFD	
Building footing inspection	\$200.00
Building foundation inspection	\$200.00
Building foundation rebar inspection	\$200.00
Building slab inspection	\$200.00
Building framing inspection	\$200.00
Load path inspection	\$200.00
Building energy efficiency inspection	\$200.00
Building final inspection	\$200.00
New Apartment Building (treated as commercial): APT	
Minimum Fee	\$2,250.00
Fee per square foot	\$0.60
Residential Additions, Alterations, Sheds, Pole Buildings	
Building Anchor Inspection	\$75.00
Building footing inspection	\$140.00
Building foundation inspection	\$125.00
Building foundation rebar inspection	\$125.00
Building slab inspection	\$135.00
Building framing inspection	\$175.00
Load path inspection	\$125.00
Building energy efficiency inspection	\$140.00
Building final inspection	\$150.00
Building Fire Rated Assembly (Party Wall) Inspection	\$140.00
Decks, Retaining Wall, Solar Panels, Fireplace/Woodstove and Swimming Pools Etc.	
Building Footing inspection	\$125.00
Building Framing Inspection	\$125.00
Building final inspection	\$135.00
New Commercial, Industrial, and Additions: NC CAD	
Minimum Fee	\$2,250.00
Fee per square foot	\$0.60
Commercial and Industrial Alterations: CAL	
1500 sq ft or less - Minimum Fee	\$675.00
Fee per square foot if greater than 1500 sq. ft.	\$0.35
Commercial and Industrial for Change of Occupancy (no construction): GC	
Building final inspection	\$50.00
Fire Safety	\$50.00
Electrical final inspection	\$50.00
Plumbing final inspection	\$50.00
Mechanical final inspection	\$50.00
Tents/Stages (carnivals, circuses, events): MIC	
Building Anchor Inspection	\$75.00
Building framing inspection	\$175.00
Building final inspection	\$175.00
Accessory Storage Building: MIC	
Building footing inspection	\$140.00
Building final inspection	\$175.00
Signs: SGN	
Freestanding: Footing inspection	\$100.00
Freestanding: Final inspection	\$125.00
Wall: Anchor inspection	\$75.00
Wall: Final inspection	\$125.00
Antenna Tower: MIC	
Building footing inspection	\$125.00
Building final inspection	\$125.00
Buried Fuel Tank and Piping: MIC	
Pre-concealment	\$75.00
Final inspection	\$125.00
Sales/Construction Trailer: MIC	
Final inspection	\$125.00
Re-inspection (When necessary to make an additional trip to the site, to re-inspect an incomplete or incorrect installation, or if inspection is not ready as scheduled, or any of the above areas.)	
Re-Inspection Fee	\$125.00
Single Inspection Fee (all building types as ordered by the Code Official such as a preliminary inspection)	
Inspection fee (Residential)	\$125.00
Inspection fee (Commercial)	\$125.00
Temporary Use and Occupancy Inspection	
Inspection fee residential	\$140.00
PLUMBING AND GAS (WHEN INSTALLED)	
New Dwelling Unit: SFD/TH/MFD Single Unit/APT Single Unit	
Underground slab inspection	\$175.00
Rough-in inspection	\$180.00
Plumbing final inspection	\$180.00
Residential Alterations, Additions, Detached Structures/APT Single Unit: RAL, RAD, GCP, SHB	
Underground inspection	\$120.00
Rough-in inspection	\$140.00
Plumbing final inspection	\$140.00
New Commercial, Industrial, Alterations and Additions: NC CAD	
Minimum per building (up to 5 fixtures)	\$625.00
Cost for each fixture over 5	\$60.00

Demolition of a Building: DEM	
Demolition Inspection	\$125.00
Re-inspection (When necessary to make an additional trip to the site, to re-inspect an incomplete or incorrect installation, or if inspection is not ready as scheduled, or any of the above areas.)	
Re-inspection fee	\$200.00
Single Inspection Fee (all building types as ordered by the Code Official such as a preliminary inspection)	
Inspection fee (Residential)	\$125.00
Inspection fee (Commercial)	\$125.00
Miscellaneous Permit Inspection Fee (Hot water heaters, sprinkler backflow devices, etc.)	
Inspection fee	\$180.00
Gas pressure Test Inspection	
Inspection fee	\$125.00
SEWER AND WATER (Residential Only): WS	
Sewer lateral	\$180.00
Water lateral	\$180.00
Water meter	\$180.00
Combined Water/Sewer lateral	\$240.00
Re-inspection fee (when necessary to make an additional trip to the site, to re-inspect an incomplete or incorrect installation, or if inspection not ready, of any of the above areas)	\$200.00
Single inspection fee (all building types as ordered by the Code Official such as preliminary inspection)	\$125.00
ELECTRICAL INSPECTIONS - RESIDENTIAL	
All types of residential dwelling units: SFD, TH, MFD Single Unit/APT Single Unit	
Underground inspection	\$140.00
Rough wire inspection	\$225.00
Final inspection	\$225.00
All types of residential alterations and additions/APT Single Unit: RAL, RAD	
Underground inspection	\$120.00
Rough wire inspection	\$180.00
Final inspection	\$180.00
Swimming Pool (in-ground): P	
Underground inspection	\$120.00
Pool reinforcement bonding inspection	\$120.00
Deck reinforcement bonding inspection	\$120.00
Final inspection	\$180.00
Separate service for detached sheds, pole buildings, garages & other miscellaneous structures:	
Underground inspection	\$120.00
Rough wire inspection	\$180.00
Final inspection	\$180.00
Single inspection fee (all building types as ordered by the Code Official such as a preliminary inspection)	
Inspection fee	\$125.00
Miscellaneous permit inspection fee (electric, water heaters, satellite or cable systems, solar panels, etc.)	
Inspection fee	\$180.00
ELECTRICAL - COMMERCIAL	
Outlets (all switches, lighting, and receptacles are counted as outlets)	
Minimum fee (1-50 outlets)	\$160.00
Each additional 25 outlets or fraction thereof	\$60.00
Fixtures	
Minimum fee (1-50 fixtures)	\$535.00
Each additional 25 fixtures or fraction thereof	\$60.00
Heating and cooling equipment	
Outlet for each unit of 30 KW or less	\$120.00
Outlet for each unit more than 30 KW	\$120.00
Motors, etc.	
Minimum fee (1-6 Hp)	\$80.00
Cost per HP (over 6)	\$80.00
Transformers (each)	
All types, per Kva	\$200.00
Service - meter equipment	
Not over 600 amp	\$340.00
Over 600 amp	\$425.00
Feeders and subpanels	
Not over 600 amp	\$340.00
Over 600 amp	\$425.00
Protective signaling systems	
Minimum fee (1-15 devices)	\$300.00
Each additional 5 devices or fraction thereof	\$60.00
Signs (illuminated only)	
Underground inspection	\$80.00
Rough wire inspection	\$80.00
Final inspection	\$80.00
Re-inspection - when necessary to make an additional trip to the site, to re-inspect an incomplete or incorrect installation, or if inspection not ready, or any of the above areas	
Re-Inspection Fee	\$200.00
Single inspection fee (all building types as ordered by the Code Official such as a preliminary inspection)	
Inspection fee	\$125.00
Miscellaneous inspection fee (cable installations, phone lines, low voltage)	
Minimum fee (1-15 devices)	\$300.00
Each additional 5 devices or fraction thereof	\$60.00
Commercial and industrial for change of occupancy (no construction): GC	
Electrical final inspection	\$50.00

MECHANICAL INSPECTIONS	
New Dwelling Unit: SFD, TH, MFD Single Unit	
Underground inspection	\$140.00
Rough-in inspection	\$200.00
Final inspection	\$200.00
Residential Alterations/Additions/Detached Structures: RALIRAD/GCP/SHB	
Underground inspection	\$120.00
Rough-in inspection	\$140.00
Final inspection	\$140.00
New Apartment Unit: APT	
Rough-in inspection	\$200.00
Underground Inspection	\$140.00
Final inspection	\$200.00
New Commercial, Industrial, Additions, Alterations, and APT Common Areas: NC/CAD/CAL/APT	
Minimum fee	\$200.00
Commercial calculation	\$0.03
OTHER INSPECTIONS	
Residential Temporary Certificate of Use and Occupancy Inspection	\$140.00
Commercial Temporary Certificate of Use and Occupancy Inspection	\$140.00
Preliminary Inspection Fee	\$125.00
Single inspection fee	\$125.00
Reinspection Fee - Commercial and Residential	\$200.00
After Hours Inspection	\$300.00
Consulting Fee	\$200.00
Emergency Work Inspection	\$300.00
101-5 - PUBLIC UTILITY FEES	
UTILITY LOCATE FEE	
Commercial Properties	\$44.00
WATER EXTRACTION PERMITS	
Non-Refundable Annual Application Fee	\$1,109.00
Consumption Charge, per 1,000 Gallons of Usage, To Be Paid Monthly	\$11.00
Private Waster Water Disposal System Permit Application	\$83.00
Television and Sewer Cleaning Equipment Charges. Hourly Rates Accrue When Travel Begins to Job Site.	Actual Expenses
EQUIPMENT AND STRUCTURES	
Street Lights	To Be Determined Upon Application
Street Name and Regulatory Signs	To Be Determined Upon Application
EQUIPMENT CHARGES	
In Town Per Hour	Based on Equipment
WATER AND SEWER RATES	
Water Reconnect Fee	\$42.10
Manual Meter Reading Fee	\$50.00
Water Usage, Per 1,000 Gallons of Quarterly Metered Water Usage	
0 To 15,000 Gallons	\$5.00
15,001 To 100,000 Gallons	\$5.75
100,001 Gallons and Above	\$5.00
Sewer Usage, Per 1,000 Gallons of Quarterly Metered Water Usage	
0 To 15,000 Gallons	\$14.95
15,001 To 100,000 Gallons	\$16.70
100,001 Gallons and Above	\$14.95
STORMWATER MANAGEMENT QUARTERLY FEE	
Residential Per Dwelling Unit	\$27.80
Non-Residential, Per Equivalent Residential Unit (ERU)	\$27.80
REFUSE CONTAINERS (Refuse Containers: Available In 32 Gallon, 1/6 Yard; 64 Gallon, 1/3 Yard, And; 96 Gallon, 1/2 Yard Sizes. Containers Are the Property of The Town of La Plata.)	
One Time Rental Fee, Per Container	Based on Suppliers Cost to the Town
35 Gal Container Exchange Fee	\$55.90
65 Gal Container Exchange Fee	\$68.40
95 Gal Container Exchange Fee	\$68.40
REFUSE COLLECTION RATES	
Residential Rates, Per Unit, Per Quarter Including: Single Family Detached, Single Family Attached and Two Family	
Curbside	\$103.00
Curbside, Outside Corporate Limits, Subject to Council Approval	\$161.00
House Side (Without Documented Need)	\$211.20
House Side for Individuals Over the Age of Sixty-Four or Physically Impaired. Must Request Service in Writing and Supply Documentation.	\$103.00
Each Additional Container, Maximum 3 Additional, Total Of 4	\$32.90
Commercial and Multi-Family, Per Quarter	
1/2 Yard/96 Gallon Container (One Pickup Per Week)	
Curbside	\$103.00
House side	\$211.20
Each Additional Container, Maximum 3 Additional, Total Of 4	\$32.90
1/2 Yard/96 Gallon Container (Two Pickups Per Week)	
Curbside	\$203.50
House side	\$399.20
Each Additional Container, Maximum 3 Additional, Total Of 4	\$65.70

2 Yard Dumpster (One Pickup Per Week)	
First Dumpster	\$298.70
Each Additional Dumpster	\$157.10
2 Yard Dumpster (Two Pickups Per Week)	
First Dumpster	\$579.40
Each Additional Dumpster	\$265.30
2 Yard Dumpster (Three Pickups Per Week)	
First Dumpster	\$857.50
Each Additional Dumpster	\$367.00
2 Yard Dumpster (Four Pickups Per Week)	
First Dumpster	\$1,127.90
Each Additional Dumpster	\$479.00
2 Yard Dumpster (Five Pickups Per Week)	
First Dumpster	\$1,375.10
Each Additional Dumpster	\$849.80
4 Yard Dumpster (One Pickup Per Week)	
First Dumpster	\$413.40
Each Additional Dumpster	\$278.10
4 Yard Dumpster (Two Pickup Per Week)	
First Dumpster	\$811.20
Each Additional Dumpster	\$494.40
4 Yard Dumpster (Three Pickup Per Week)	
First Dumpster	\$1,197.40
Each Additional Dumpster	\$718.50
4 Yard Dumpster (Four Pickup Per Week)	
First Dumpster	\$1,575.90
Each Additional Dumpster	\$919.30
4 Yard Dumpster (Five Pickup Per Week)	
First Dumpster	\$1,923.60
Each Additional Dumpster	\$1,143.30
SPECIAL PICKUPS	
Residential	
Minimum Fee for The First 5 Minutes	\$27.30
Each Minute in Addition to The First 5	\$2.40
Mattress or Box Spring, Each in Addition To (I) & (II)	\$10.00
Tires, Each in Addition To (I) & (II)	\$6.90 Or Current Landfill Disposal Fee
Commercial	
Per Each Additional Dumpster	\$281.30
RECYCLING (PER QUARTER)	
Charge Per Residential Utility Account	\$15.00
Charge Per Commercial Utility Account, Per Tote (Maximum Of 4)	\$15.00
Outside of Corporate Limits	\$21.20
101-7 - MUNICIPAL INFRACTION FEES	
Chapter 46 - Hotel Rental Tax	
First Offense	\$110.00
Each Repeat Offense	\$220.00
Chapter 67 - Animals	
First Offense	\$110.00
Each Repeat Offense	\$220.00
Chapter 68 - Shopping Carts	
First Offense	\$110.00
Each Repeat Offense	\$220.00
Chapter 75 - Building Construction (Building Code)	
First Offense	\$550.00
Each Repeat Offense	\$1,000.00
Chapter 78 - Building Numbering and Street Naming	
First Offense	\$110.00
Each Repeat Offense	\$220.00
Chapter 84 - Cable Television Rate Regulations	
First Offense	\$110.00
Each Repeat Offense	\$220.00
Chapter 98 - Farmers Market	
First Offense	\$110.00
Each Repeat Offense	\$220.00
Chapter 108 - Resource Protection Standards	
First Offense	\$550.00
Each Repeat Offense	\$1,000.00
Chapter 117 - Health and Sanitation	
First Offense	\$220.00
Each Repeat Offense	\$435.00

Chapter 123 - Housing Standards	
First Offense	\$220.00
Each Repeat Offense	\$435.00
Chapter 128 - Licenses and Permits	
First Offense	\$550.00
Each Repeat Offense	\$1,000.00
Chapter 132 - Littering	
First Offense	\$220.00
Each Repeat Offense	\$435.00
Chapter 137 - Noise	
First Offense	\$220.00
Each Repeat Offense	\$435.00
Chapter 146 - Peace and Good Order	
First Offense	\$220.00
Each Repeat Offense	\$435.00
Chapter 149 - Peddling, Soliciting and Street Vending	
First Offense	\$220.00
Each Repeat Offense	\$435.00
Chapter 150 - Plumbing Standards	
First Offense	\$550.00
Each Repeat Offense	\$1,000.00
Chapter 152 - Property Maintenance and Housing Standards	
First Offense	\$220.00
Each Repeat Offense	\$435.00
Chapter 155 - Rental for Human Habitation	
First Offense	\$550.00
Each Repeat Offense	\$1,000.00
Chapter 161 - Smoking and Tobacco Products	
First Offense	\$220.00
Each Repeat Offense	\$435.00
Chapter 167 - Stormwater Management	
First Offense	\$550.00
Each Repeat Offense	\$1,000.00
Chapter 173 - Subdivision and Land Development	
First Offense	\$550.00
Each Repeat Offense	\$1,000.00
Chapter 181 - Vehicles and Traffic	
Parking Violations	
§181-4A(1) through §181-4A(20)§181-4A(22) through §181-4A(24)§181-4B§181-4C§181-4D§181-5§181-9§181-16	\$50.00
§181-4A(21)	\$250.00
§181-4A(25)	\$150.00
First Offense, for All Other Violations of Chapter 181	\$220.00
Each Repeat Offense, for All Other Violations of Chapter 181	\$435.00
Chapter 186 - Water and Sewers	
First Offense	\$550.00
Each Repeat Offense	\$1,000.00
Chapter 191 - Zoning	
First Offense	\$550.00
Each Repeat Offense	\$1,000.00
Chapter 191 - Sign Code	
First Offense	\$220.00
Each Repeat Offense	\$435.00
Any violation of a provision of this Code designated as an infraction by for which no other specific fine is established.	\$110.00

Town of La Plata

Mayor/CEO
Jeannine E. James

Council
David L. Winkler
Matthew D. Trollinger
Evalyne L. Bryant-Ward
David M. Jenkins



Town Manager
- Vacant -

Assistant Town Manager
Michelle D. Miner

8 April 2025

Jane Krienke
Maryland Hospital Association
6820 Deerpath Road
Elkridge, MD 21075

Re: Support for the University of Maryland Charles Regional Medical Center's Bond Bill Application

Dear Ms. Krienke,

On behalf of the Town Council of La Plata, I am pleased to offer my strong support for the bond bill application submitted by the University of Maryland Charles Regional Medical Center. The requested funding will help facilitate much-needed renovations on the ground and first floors of our community hospital, ensuring it continues to provide the high-quality medical services our residents rely on.

This important project will enhance the hospital's ability to meet the needs of our growing community by improving infrastructure and optimizing medical services. Specifically, the renovations will include:

- Relocating the Interventional Radiology Lab to existing shell space adjacent to the surgical suite;
- Developing new storage areas for operating room supplies and equipment;
- Relocating Nuclear Medicine services to the former Interventional Radiology Lab;
- Reconfiguring Imaging offices and workspaces to improve efficiency; and
- Expanding Material Management storage into the former Nuclear Medicine space.

The Town of La Plata and Charles County continue to experience steady growth, drawn by our community's natural beauty, recreational and cultural amenities, and high quality of life. As our population increases, so does the demand for healthcare services. This project is essential to ensuring that our hospital remains well-equipped to serve our residents effectively.

We fully support this application and appreciate your consideration. If I can provide any additional information regarding our support or our partnership with the hospital, please do not hesitate to contact me directly.

Respectfully,

Jeannine E. James
Mayor/CEO, Town of La Plata



La Plata
MARYLAND

ADEQUATE PUBLIC FACILITIES SUMMARY





TOWN OF LA PLATA

Town of La Plata Government
Department of Planning
305 Queen Anne Street La Plata, Maryland 20646
301-934-8421

Learn More at
www.TownofLaPlata.org

Mission Statement

In partnership with the community, La Plata provides a cost-effective system of government for public services. We implement industry best practices and innovative ideas to be known as a cultural hub that respects its strong heritage, encourages economic growth, facilitates a safe environment for a diverse community, enhances quality of life, and protects its natural resources.

Vision Statement

The Town of La Plata is an inclusive model of local government for community safety, health, amenities, and financial stability that benefits all residents for generations to come.

Equal Opportunity Employer

It is the policy of Town of La Plata to provide equal employment opportunity to all persons regardless of race, color, sex, age, national origin, religious or political affiliation or opinion, disability, marital status, sexual orientation, genetic information, gender identity or expression, or any other status protected by law.

1.0 INTRODUCTION

Introduction of the Adequate Public Facilities (APF) section to the Code of the Town of La Plata is a critical tool for ensuring sustainable growth while preserving essential public services. It is designed to:

- Protect Community Well-Being – Prevent new developments from straining public health, safety, and overall quality of life.
- Promote Smart Growth – Guide development to areas where public infrastructure is already in place, aligning with the Town’s Comprehensive Plan.
- Ensure Infrastructure Readiness – Require developers to contribute to necessary upgrades when existing or planned facilities cannot accommodate their project’s impact.

This plays a pivotal role in implementing the Town’s Comprehensive Plan. Through public input, it became clear that ensuring adequate public facilities at the time of development is a key community priority. The APF regulations address this need while fostering responsible economic growth.

Exemptions will apply to smaller projects or those with minimal impact, ensuring fairness in application. Additionally, developers are only responsible for mitigating the specific demands their projects generate, not unrelated infrastructure needs.

1.1 When Applicable

An Adequate Public Facilities test is required to ensure that new growth and development align with the Town’s Comprehensive Plan and do not overburden existing infrastructure. A “test” of the status of facilities and impact a development may have on facilities will be conducted prior to approval of preliminary subdivision plats, final subdivision plats, site plans, and under certain circumstances involving zoning Special Exceptions or Conditional Uses.

1.2 Process

The Adequate Public Facilities (APF) review will be part of the development review process conducted by the Town planning staff prior to submission of the development plan to the Planning Commission.

1.3 Public Facilities to be Tested

The following public facilities shall be evaluated as part of the required testing.

- A. Roads and traffic
- B. Schools
- C. Water capacity

- D. Sewer capacity
- E. Police protection
- F. Fire and rescue services
- G. Park and recreational facilities
- H. Storm drainage
- I. Solid waste disposal

2.0 ROADS AND TRAFFIC

The condition of the existing and proposed roads, as well as the impact of new development on traffic in the vicinity of the development and in key collateral areas through which new traffic will pass, will be evaluated under the APF test.

To perform this test, a traffic impact study will be conducted to determine the current Level of Service of affected roadways and the projected Level of Service with the additional traffic of the proposed development. A certified traffic engineer will be retained by the Town to perform this analysis with the cost paid by the developer. While the parameters of the test will be contained in the applicable section of the Town Code, the Town will develop a Road and Traffic Manual with the assistance of a professional traffic engineer to ensure the necessary details, metrics, and other related scientific data are used to properly measure and gauge traffic impacts.

3.0 SCHOOLS

The Town currently has provisions in the Town Code to address the allocation of “School Seats” which was adopted in the past in cooperation with the County. While this method of allocation has been successfully implemented in the past, as part of the APF implementation, the current “School Seat” allocation policy will be re-examined. The goal of this re-examination is to clarify ambiguities that have developed in the operation of the current policy and to fine tune this policy to more accurately link future development projects with the anticipated impact of the school system. By including a forecasting model calculation, both the Town and the County School System will benefit in projecting, planning and anticipating school need. It is the intent that the development of this new paradigm for adequacy of schools will be developed in cooperation with both Charles County government and the Charles County Board of Education.

4.0 WATER CAPACITY

Access to a reliable water supply is a fundamental requirement for any proposed development. Ensuring that water demand does not exceed available resources is crucial for sustainable growth and responsible planning. The proposed APF test will review current water demands, water treatment capacity, water system loss, and specific demands of various development types and usages.

In conjunction with the implantation of this standard, the Town will also develop a revised water usage model to better account for water usage as a result of modern water saving technologies and a study of the actual customer water usage in the Town. Further, the Town will also review

and implement a Water Leak Detection program to cause systematic and periodic testing for water leaks in the Town system to bring the Town's water loss percentage closer to industry standards, thus saving money on treatment and alleviating the production/procurement of additional potable water.

Finally, in addition to working cooperatively with Charles County to purchase potable water from the Charles County water system, the Town will review and evaluated the water withdraw permits issued by the Maryland Department of the Environment to ensure long-term sustainability of the aquifers of the Town, and to better plan for capital expenditures related to water system improvements.

5.0 SEWER CAPACITY

A well-functioning sewer system is essential for public health, environmental protection, and sustainable development. The adequacy of the Town's sewer infrastructure must be evaluated to ensure that new developments do not exceed the system's capacity and that necessary improvements are made to accommodate growth. Sewer capacity is not only related to the treatment of wastewater at the Town's wastewater treatment plant (WWTP), but also the transmission of the wastewater through the conveyance systems of the Town to reach the WWTP.

In addition to the evaluation of infrastructure and treatment capacity, the Town will implement an Inflow and Infiltration (I&I) Correction Program. I&I is when groundwater infiltrates into the cracks of sewer pipes and is carried along with sewage to the WWTP. This "clean water" must be treated with the sewage, which costs unnecessary money, but also takes up treatment capacity in the WWTP. By establishing a Program to inspect and replace areas which have excessive I&I unnecessary treatment costs and WWTP expansion can be avoided.

6.0 POLICE PROTECTION

There are several methods and metrics used to establish a meaningful evaluation of impacts to meeting the public safety needs and impacts thereto attributable to new development. The APF test will incorporate current practices to address the key element of police protection to ensure that the Police Department can adequately serve additional needs of a proposed development, considering such factors as police officer-to-resident ratio, capital infrastructure needs and limitations, and level of service demands.

7.0 FIRE AND RESCUE SERVICES

Although Fire and Rescue Services are provided by volunteer-based organizations in the Town, the impact of new development on the ability of fire and emergency services to adequately respond to the existing needs and those generated by a proposed development must be evaluated. Metrics such as response time, adequate design for fire and life safety, and access for emergency vehicles must be evaluated. Further solutions generated in cooperation with the County and volunteer organizations must be reached to address any issues where the existing level of service is impacted.

8.0 PARK AND RECREATIONAL FACILITIES

The impact on Park and Recreational Facilities by a proposed development must be assessed to ensure there is capacity and availability of parks and recreational spaces to serve the proposed development, without diminishing the level of service currently provided to existing residents. The addition of new park and recreational areas provided by a developer to address this impact, as well as regional amenities, and expansion/improvement of the existing park system will be evaluated. It must be noted that although the development of new smaller neighborhood parks may be paid by a developer as part of the development process, the future maintenance and improvement of a park falls on the taxpayers, thus the Town will need to develop and review a Comprehensive Park Improvement and Expansion Plan to ensure the contributions by developers are in line with the strategic vision of the Town.

9.0 STORM WATER MANAGEMENT

Storm water management ensures that new developments will not negatively affect existing storm water infrastructure or the environment. While this area is regulated by the State of Maryland, the future maintenance and enforcement responsibilities fall on the Town. Thus, a review of the impacts not only on the existing development area, but also to adjacent and downstream properties needs to be evaluated for potential impact and remediation.

10.0 SOLID WASTE

The Town currently handles the collection of solid waste and the ultimate disposal thereof on behalf of the residential properties in the Town. The addition of new residential units creates an impact on the existing collection system and increases the cost of disposal. An evaluation of this impact will take place for the collection, disposal, and recycling of waste related to a proposed development.

11.0 OTHER REVIEWS AS PART OF APF

In addition to the specific subjects outlined above, the APF will also contain provisions for a cooperative review by other agencies and government entities. Charles County, the State Highway Administration, the Department of Transportation and similar agencies will be provided an opportunity to review proposed development projects and provide comments thereon.

12.0 PUBLIC COMMENT

A vital part of an informed community is the opportunity to review the information provided by the developer and professional reviewers and then offer public input related thereto. Prior to the approval of an APF test, the Planning Commission will be required to hold a public hearing to receive such comments and use this information to make their findings on the matter.

13.0 DETERMINATION OF ADEQUACY OF A PUBLIC FACILITY

While the goal of the APF test is to make an objective determination of the adequacy or inadequacy of certain public facilities, there are other outcomes that may result for such a test. One such outcome is a determination of “Approaching Inadequacy.” As the term implies, this will mean that the current facilities are adequate for a proposed development but will be approaching inadequacy in the future unless and until the situation is addressed. By creating such a determination, it will allow property owners and the Town to address funding, planning and implantation of fixes to facilities to resolve the approaching inadequacy before such a condition impacts the community or the property owners.

14.0 MITIGATION

In situations where public facilities are determined to be inadequate for a proposed development, there will be options available to the developer to submit a mitigation proposal that would address a means to resolve the impacts made that may include remedial construction, funding improvements or alternate design layouts.

13.0 PHASING

Another method of mitigation may be the phasing of a project to allow for construction to progress in alignment with the planned improvements to public facilities. This approach ensures that adequate infrastructure is available to support each phase as it is completed.

14.0 IMPLEMENTATION ITEMS

In addition to the items previously mentioned in this document, several additional steps need to be taken to fully and effectively enact the provisions related to the APF language.

- A. Chapter 173 “Subdivision and Land Development” needs to be revised to only address Subdivision.
- B. The provisions of the enclosed sample ordinance would be added to Chapter 173 in the section that addresses preliminary plats.
- C. Provisions similar to the sample ordinance would need to be drafted and added to Chapter 173 in the section that addresses final plats.
- D. A new submission requirement and review need to be added to Chapter 173 to mandate a developer submit a “Concept Plan.” Currently the submission of a sketch plan is optional, with no mention of a Concept Plan. This new step will help identify new development earlier in the process to allow both the developer and the Town to understand the needs and requirements related to it.
- E. Article VI of Chapter 173 “Grading and Sediment Control” needs to be removed from Chapter 173 and placed in its own new section of the Code. These provisions also need to be reviewed to ensure not only consistency with current State law, but also to ensure consistency with actual current practice.
- F. New definitions need to be added to Chapter 173 to address the new terms used in the APF language.

- G. A new Chapter needs to be created to address Site Plan review. This new chapter would mimic the new and improved Chapter 173 with upgraded language and APF requirements. The Site Plan review would also address zoning change of use matters to ensure such changes of use are also addressing the provisions of the APF requirement.
- H. The School Seat/School adequacy provisions of the current code need to be addressed and updated. There are current ambiguities regarding the operatable terms and the current paradigm does not provide any useful measure of future need/demand on the school system.
- I. The surety section of Chapter 173 needs to be updated to address current practices in the issuance of bonds, letter of credits, and other sureties for construction projects.
- J. The Town needs to create a Water and Sewer Master Plan, which will be incorporated into the Charles County Water and Sewer Master Plan to provide a foundation for water and sewer planning, capital proگرامing and the means to achieve the goals outlined in the Comprehensive Plan.

SAMPLE ORDINANCE – ADEQUATE PUBLIC FACILITIES PROVISIONS

**COUNCIL OF THE TOWN OF LA PLATA
Ordinance No. 25-XX**

Introduced By: Mayor Jeannine E. James, by request

Date Introduced: [insert date here]

Public Hearing: [insert date here]

Date Adopted: [insert date here]

Date Effective: [insert date here]

AN ORDINANCE concerning

Adequate Public Facilities

FOR the purpose of ensuring that public facilities and those related services which are deemed necessary by the local government to operate the facilities necessitated by new developments are available concurrently with the impacts of new developments; and all matters generally relating thereto.

BY amending Chapter 173 Subdivision and Land Development
Sections 173-XX, 173-XX, and 173-XX
Code of the Town of La Plata
(1998 Edition and Supplements)

WHEREAS, the Council of the Town of La Plata desires to protect community well-being by preventing new developments from straining public health, safety, and overall quality of life; and

WHEREAS, the Council of the Town of La Plata desires to promote smart growth by guiding development to areas where public infrastructure is already in place, aligning with the Town’s Comprehensive Plan; and

WHEREAS, the Council of the Town of La Plata desires to ensure infrastructure

readiness by requiring developers to contribute to necessary upgrades when existing or planned facilities cannot accommodate their project's impact.

NOW, THEREFORE:

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA, that the following be and is hereby added to the Code of the Town of La Plata, (1998 Edition and Supplements):

173-XX. Adequacy of facilities.

A. Before a preliminary subdivision plan may be approved, the Commission shall receive written certification or comment, as specified in the following provisions, to verify that the proposed subdivision meets all applicable state, county and Town codes. Certifications shall automatically expire one hundred and twenty (120) days from the date of certification or comment whenever a lesser time limit is not specified. The Commission shall deny or defer approval of the plan if any one or more of these conditions cannot be provided or received by the Town.

- (1) The proposed subdivision shall comply with all applicable provisions of the Code of the Town of La Plata and all other applicable state and county codes and provisions. More stringent design provisions may be required by the Commission if it is demonstrated that they are necessary to promote the public health, safety or welfare or to promote good subdivision design.
- (2) The proposed subdivision shall be in conformance with the Town of La Plata Comprehensive Plan.
- (3) The proposed subdivision shall be in conformance with the La Plata/Charles County Water and Sewer Master Plan.
- (4) The proposed subdivision shall not violate the provisions of any enforceable deed restrictions or covenants attached to the property.
- (5) The proposed subdivision plan shall be consistent with the concept plan except where the Commission approves changes to the concept plan.
- (6) Water. The proposed development's water demand, including source, storage and transmission, shall not exceed the capacity of the Town's existing water system with improvements proposed as part of the subdivision plan (as applicable). If the water system is determined to be inadequate, the developer shall be required to provide the necessary minimum additional capacity to serve the proposed development. This includes, but is not limited to, development of new supply source(s), necessary land for well and wellhead buffer, necessary land for water recharge pursuant to the regulations of the Maryland Department of the Environment, treatment, storage and transmission.

(7) Sewer. The proposed development's sewage requirements, including conveyance and treatment, shall not exceed the capacity of the Town's existing sewer system with improvements proposed as part of the subdivision plan (as applicable). If the sewer system is determined to be inadequate, the developer shall be required to provide the necessary minimum additional capacity to serve the proposed development. This may include, but is not limited to, share in the cost of replacement of inadequate facilities, including gravity sewers, pumping stations, force mains, and wastewater treatment processes. Certification of the Town sewer system shall be based on its ability to provide the sewerage capacity necessary for the site, considering:

- (a) Existing conditions;
- (b) Future connections from buildings under construction or recorded lots from previously approved plans for which a permit could be issued at any time in the future; and
- (c) Future connections from the proposed project or development.

(8) Schools. Sufficient capacity exists or will exist under the School Seat Allocation Policy.

(9) Roads.

- (a) If the Commission determines that all streets and intersections which are designated by the Commission as serving the proposed area of development will have ratings of A or B, for roads maintained exclusively by the Town, or ratings of C for roads which are not maintained by the Town, considering:

- (1) Effects of existing traffic;
- (2) Traffic projected to be generated from residential, commercial or industrial projects under construction or lots from previously approved preliminary plans and final plans; and
- (3) Traffic projected to be generated from the proposed project or development.

- (b) The Commission shall require that all streets and intersections, which are designated by the Commission as serving the proposed area of development be certified as to their adequacy by a licensed traffic engineering firm, hired by the Town at the expense of the developer. The Commission may also require county certification or state certification whenever a county or state road is within the designated area and serving the proposed development. The firm preparing the certification shall use the methodology in the current edition of the Highway Capacity Manual for the rating of all streets. The firm shall use the methodology of Critical Lane Analysis in the rating of all intersections.

- (c) If the existing level of service of the affected street is less than the ratings, A, B or C as applicable, then the transportation facility will be considered inadequate if the proposed development degrades the facility by more than a factor of 0.02 based on

- the volume of capacity ratio.
- (10) Police protection.
- (a) If the Commission determines that the ratio of police officers to citizens is not more than two officers per every one thousand (1,000) residents considering Town and any significant county and/or state coverage, and if the Town certifies that police protection would be adequate, considering:
- (1) Existing population from existing homes;
- (2) Projected population from future building from buildings under construction or lots from previously approved preliminary plans; and
- (3) Projected population from the new development.
- (b) The Commission shall ensure that the Police Chief or his designee certifies whether the Police Department can provide adequate police protection, addressing specifically the ratio of officers per citizen.
- (11) Fire and rescue services.
- (a) If the Commission determines that the La Plata Volunteer Fire Department can adequately access and provide the site with fire protection and emergency services, such that an emergency call can be served within ten (10) minutes and, in addition, meeting the minimum standard of late or no response of not more than fifteen per cent (15%), or no response of not more than four per cent (4%), considering:
- (1) Existing population from existing homes and businesses;
- (2) Projected population from future building from residences, commercial or industrial projects under construction or lots from previously approved preliminary plans; and
- (3) Projected population from the new project or development.
- (b) The Commission shall ensure that the Chief of the La Plata Volunteer Fire Company or his designee comments on whether the Fire Company can provide adequate fire protection and emergency services, addressing specifically the time needed to respond to an emergency call as well as adequate staffing and adequate equipment necessary to serve the proposed development.
- (12) Park and recreational facilities.
- (a) If the Commission determines that all Town and regional park facilities are adequate to provide recreational opportunities for the new development, considering:

- 153 (1) Existing population from existing homes;
154 (2) Projected population from future building from residences under construction
155 or lots from previously approved preliminary plans;
156 (3) Projected population from the new development; and
157 (4) Open space and recreational facilities to be provided, on- or off-site, by the
158 developer.
- 159
- 160 (b) In reaching its conclusion as to adequacy of park and recreation facilities, the
161 Commission shall consult with the Director of Public Works, designated staff,
162 and/or the Parks and Recreation Commission, as appropriate
163
- 164 (13) Storm drains. If the Town certifies that the proposed development will be served by an
165 adequate storm drainage system, considering:
166
- 167 (a) Whether the on-site drainage system to be installed by the developer will be capable
168 of conveying through and from the property the design flow of stormwater runoff
169 originating in the development, as determined in accordance with criteria applied
170 within the applicable Town stormwater management standards, in addition to any
171 flow from upstream developments in existence and under construction, and
172 recorded lots from previously approved preliminary plans for which a permit could
173 be issued at any time in the future.
174
- 175 (b) Whether the off-site draining systems are capable of conveying to an acceptable
176 outfall the design flow of stormwater runoff originating in the new development, as
177 determined in accordance with criteria applied within the applicable Town
178 stormwater management standards, in addition to any flows from upstream
179 developments in existence and under construction, and lots from previously
180 approved preliminary plans.
181
- 182 (14) Solid waste disposal. If the Commission determines that the Town has adequate
183 ability to provide the site with solid waste removal under the current contract,
184 considering:
185
- 186 (a) Existing trash pickups required for regular trash pickup and any other supplemental
187 services;
188
- 189 (b) Projected trash pickups required for regular trash pickup and any other
190 supplemental services for future building under construction or lots from previously
191 approved preliminary plans;
192
- 193 (c) Projected trash pickups required for regular trash pickup and any other
194 supplemental services necessary to provide service for the new project or to the
195 population from the new development; and
196

(15) The developer shall provide written approval from the Maryland State Secretary of Transportation or its successors for any railroad crossings that are to be built. As long as the scope of the proposed plan does not change and the State Secretary of Transportation revokes their approval, the railroad crossing approvals will not expire and may be used at future approvals.

(16) The proposed subdivision shall be reviewed as to its conformance with all applicable state, county and Town codes with regard to development proximity to floodplains.

(17) The proposed subdivision shall be reviewed by the County as to its conformance with all applicable state and County codes, with written reviews from all applicable County departments.

(18) The Commission shall require that public comments be heard prior to a Commission vote to approve the adequacy of facilities for a proposed subdivision.

B. Facilities approaching inadequacy.

The Planning Commission may approve a preliminary plan but allow building only after final subdivision approval is granted, on a phased-in schedule that may permit building to begin no less than twenty-four (24) months from the date of final plan approval, but which after building is permitted to begin, may allow a phased approach to the issuance of building permits allowable each year, if any of the following facilities are approaching inadequate according to the standards below for each facility:

(1) Schools. If new schools are planned under the Board of Education's capital improvement plans to be open for students within five years from the date building begins, then if according to enrollment figures certified by the Board of Education, each elementary school proposed to serve the projected school population will exceed capacity of one hundred per cent (100%) but not greater than capacity of one hundred five per cent (105%), and each middle and high school will exceed capacity of one hundred per cent (100%) but not greater than one hundred ten per cent (110%), once the development is fully built, considering:

- (a) Existing population from existing homes;
- (b) Projected population from future building from residences under construction or lots from previously approved preliminary plans; and
- (c) Ratings and population projections from residences in the proposed development.

(2) Roads.

- (a) If the Commission determines that all streets and intersections which are designated by the Commission as serving the proposed area of development will have ratings that reach or exceed Level C, for roads maintained exclusively by the

- 241 Town, or ratings of D for roads which are not maintained by the Town considering:
242
- 243 (1) Effects of existing traffic;
 - 244 (2) Traffic projected to be generated from residential, commercial or industrial
245 projects under construction or lots from previously approved preliminary plans;
246 and
 - 247 (3) Traffic projected to be generated from the proposed project or development.
248
- 249 (3) Police protection.
250
- 251 (a) If the Commission determines that the ratio of police officers to citizens is greater
252 than two officers per one thousand (1,000) residents, but the Town has plans to add
253 police protection within three years that would reduce the ratio to a minimum of two
254 officers per one thousand (1,000) residents, considering:
255
 - 256 (1) Existing population from existing homes;
 - 257 (2) Projected population from future building from residences under construction
258 or lots from previously approved preliminary plans for which a permit could be
259 issued at any time in the future; and
 - 260 (3) Projected population from the new development.
261
 - 262 (b) The Commission shall ensure that the Police Chief or designee provides
263 certifications regarding police coverage, addressing specifically the ratio of officers
264 per citizens.
265
- 266 (4) Parks and recreation facilities.
267
- 268 (a) If the Commission determines that all Town and regional park facilities are not
269 adequate to provide recreational opportunities for the new development, but new
270 facilities are planned to be opened within the Town, or are planned by the developer,
271 on- or off-site, which will result in facilities which are adequate within three years
272 from the date development begins, considering:
273
 - 274 (1) Existing population from existing homes;
 - 275 (2) Projected population from future building from residences under construction
276 or lots from previously approved preliminary plans; and
 - 277 (3) Projected population from the new development.
278
 - 279 (b) In reaching its conclusion as to adequacy of park and recreation facilities, the
280 Commission shall consult with the Director of Public Works, designated staff,
281 and/or the Parks and Recreation Commission, as appropriate.
282
- 283 (5) Solid waste disposal.
284

- 285 (a) If the Commission determines that the Town does not currently have adequate
286 ability to provide the site with solid waste removal but is planning an expansion of
287 personnel and services to be in place to homes as they are occupied, considering:
288 (1) Existing trash pickups required for regular trash pickup and any other
289 supplemental services;
290 (2) Projected trash pickups required for regular trash pickup and any other
291 supplemental services for future building under construction or lots from
292 previously approved preliminary plans;
293 (3) Projected trash pickups required for regular trash pickup and any other
294 supplemental services necessary to provide service for the project or to the
295 population from the new development; and
296
297 (b) The Commission shall ensure that the Town Manager, Department Head, or
298 designee provides certification regarding solid waste removal considering the
299 factors outlined above.
300

301 **173-XX**
302

- 303 A. The Planning and Zoning Commission shall deny approval of a preliminary plan if any of
304 the facilities listed in 173-23A are not adequate according to the standards therein, or if
305 any of the facilities listed in 173-23A are of a lower service level than the standard of
306 approaching inadequate, unless the facility is scheduled to be improved to provide a
307 higher service level within six (6) years from the date of submission of the plan. A
308 preliminary plan denied under this section may be resubmitted after six (6) months from
309 the date of denial.
310
311 B. If a facility is scheduled to be improved to provide a higher service level under any
312 relevant capital improvement program of the Town, state, county or any relevant agency
313 thereto within six (6) years from the date of submission of the plan, the Planning and
314 Zoning Commission may conditionally approve the preliminary plan in part, but defer a
315 final decision of the adequacy of facilities for up to three (3) years pending
316 reconsideration of the adequacy of facilities.
317
318 C. If a financial analysis by the Town Council demonstrates that revenue, including but not
319 limited to tax revenues and impact fees, considering existing sources as well as that to
320 be generated from the new development, would be available for a specific capital
321 improvement and would be in sufficient amount to allow improvement to a higher
322 service level within six (6) years, the preliminary plan may be conditionally approved in
323 part, deferring a final decision of the adequacy of facilities for up to three (3) years
324 pending reconsideration of the adequacy of facilities. Regardless of the outcome of
325 such financial analysis, necessary capital improvements to raise existing water, sewer
326 and stormwater facilities to adequate levels, at a minimum, must be completed prior
327 to release of any building permits for the development in question.
328

329 **173-XX Mitigation.**

- 330
- 331 A. Mitigation through capital improvement plan. The developer or applicant whose plan is
- 332 subject to denial or delay under this article shall have the opportunity to provide
- 333 infrastructure funds, improve facilities directly with Town approval, or donate
- 334 necessary public facilities in order to improve the adequacy of public facilities and
- 335 permit consideration for approval or delayed approval, as appropriate.
- 336

337 **173-XX Deferral of approval.**

338

339 Whenever any one or a combination of the requirements of 173-XX (“Adequacy of facilities”) are not met or any such facility or facilities are deemed inadequate by the state, county, Town,

340 the Commission shall deny or defer the approval of the preliminary subdivision plan until such

341 a time as those inadequacies are provided for or assured. The Commission may, in its

342 discretion, recommend to the Town Council that an exception for approval be made. If a

343 recommendation for an exception is made by the Commission, the approval or disapproval of

344 the proposed plan will be deferred until the Town Council makes a determination. The Town

345 Council shall hold a hearing and render a decision at the first Council meeting following the

346 hearing. The Council may either grant the exception recommended by the Commission, grant

347 the recommended exception subject to certain conditions, which it may impose, or deny the

348 exception. If the Council denies the exception, the Commission shall disapprove the plan. If

349 the Council grants the exception subject to conditions, the Commission has the discretion to

350 approve the plan with the conditions as set by the Council or disapprove the plan. If the Council

351 grants the exception with no conditions, the Commission shall approve the plan.

352

353

354 **173-XX. Approval or disapproval.**

355

356 The staff of the Commission shall submit its findings and recommendations, together with

357 those of other agencies concerned with subdivisions of land, to the Commission at such time

358 as the preliminary subdivision plan is submitted for review. In accordance with these

359 regulations, the Commission shall approve or disapprove the preliminary subdivision plan or

360 may approve it with modifications or conditions. In the event that disapproval or approval with

361 modifications or conditions is the action of the Commission, a statement in writing shall be

362 furnished by the Commission to the developer indicating the provisions with which the

363 developer must comply.

364

365 **Section 173-XX Non-Waiver.**

366

367 Nothing in this Ordinance shall be construed to waive the requirement of any local, state, or

368 federal ordinance, regulation, or policy, including, but not limited to, those ordinances,

369 regulations, and policies that require permits and approvals for land use and construction.

370

371 **Section 173-XX. Severability**

If any section, subsection, clause, or provision of this chapter is declared unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the validity of the chapter as a whole or any part thereof other than the part so declared invalid.

SECTION 2: AND BE IT FURTHER ENACTED that this Ordinance shall become effective at the expiration of fifteen (15) calendar days after its approval by the Council.

ADOPTED AND APPROVED by the Council of the Town of La Plata this ____ day of _____, 2025.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

Jeannine E. James, Mayor

David L. Winkler, Councilman

Matthew D. Trollinger, Councilman

Attest:

Evalyne Bryant-Ward, Councilwoman

Kelly G. Phipps
Interim Town Clerk

David M. Jenkins, Councilman

Date_____

EXPLANATION:

CAPITALS INDICATE MATTER ADDED TO EXISTING LAW
((Double Parentheses)) indicate matter deleted from existing law.

Underlining indicates amendments to bill.

~~Strike-Out~~ indicates matter stricken from bill by amendment or deleted from the law by amendment.

COUNCIL OF THE TOWN OF LA PLATA
Emergency Ordinance 25-03

Introduced By: Mayor Jeannine E. James, by request
Date Introduced: April 08, 2025
Date Adopted:
Date Effective:

AN EMERGENCY ORDINANCE concerning

Chapter 173 Subdivision and Land Development

FOR the purpose of amending Chapter 173 – Subdivision and Land Development, by requiring traffic impact studies for proposed developments that may negatively impact transportation infrastructure; and all matters generally relating thereto.

BY Amending
Chapter 173 SUBDIVISION AND LAND DEVELOPMENT
Section 173-90
Code of the Town of La Plata
(1998 Edition and Supplements)

WHEREAS, the Town of La Plata (the "Town") recognizes the importance of evaluating the traffic impact of proposed developments to ensure the safety and efficiency of the Town's transportation network; and

WHEREAS, the Town seeks to establish clear procedures for submitting and reviewing Traffic Impact Studies (TIS) for new developments to ensure compliance with local, state, and federal regulations.

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA that Section 173-90, "Procedures," of the Code of the Town of La Plata (1998 Edition as amended), be and is hereby amended to read as follows:

Chapter 173 – Subdivision and Land Development

Article VIII - Review of Local Construction Projects

173-90 - Procedures.

- A. Any person seeking approval of the Town Planning Commission pursuant to §~~173-88~~
~~173-86 or 173-87~~ shall file an application to the Planning Commission on such forms
as may be prescribed by the Commission.
- B. In addition to such other information or documentation as may be required by the
Planning Commission:
- (1) Each application shall contain the name and address of the applicant, the
name of the project, and a detailed description of the project, including a
proposed development plan which shows the location, type, and size of the
project; and
 - (2) Each application for approval pursuant to § 173-~~8887~~ also shall include the
following:
 - (a) The state agency providing state funding or other state assistance,
 - (b) The program pursuant to which state funding or assistance is being
provided,
 - (c) The amount of state assistance involved,
 - (d) The sources and amounts of all other funding for the project,
 - (e) Total project cost,
 - (f) FOR ALL DEVELOPMENTS EXPECTED TO GENERATE THIRTY-FIVE (35) OR
MORE PEAK-HOUR TRIPS, CALCULATED IN ACCORDANCE WITH THE
MOST RECENT EDITION OF THE INSTITUTE OF TRANSPORTATION
ENGINEERS (ITE) TRIP GENERATION MANUAL, A TRAFFIC IMPACT STUDY
CONDUCTED WITHIN ONE (1) CALENDAR YEAR IMMEDIATELY
PRECEDING THE APPLICATION SUBMISSION DATE,
 - (g) An explanation as to the consistency of the proposed project with the
town's Comprehensive Plan,
 - (h) If the proposed project is not consistent with the town's Comprehensive
Plan, an explanation of any extraordinary circumstances which warrant
proceeding with the project,
 - (i) If the proposed project is not consistent with the town's Comprehensive
Plan, a description of all alternatives which have been explored and an
explanation as to why no reasonably feasible alternative exists.
- C. When an application is complete it shall be placed upon the agenda of the Planning
Commission for review of whether the proposed project is consistent with the town's
Comprehensive Plan and, for an application under § 173-~~8887~~ which may not be
consistent with the Comprehensive Plan, whether extraordinary circumstances exist
which warrant proceeding with the project and whether any reasonably feasible
alternative exists. The Commission shall receive such testimony, reports
and studies as the Commission deems necessary to assist it in its evaluation. The
Commission also shall adopt a project review checklist to assist it in conducting its

75 evaluation.

76
77 D. Upon completion of its review of the application, the Planning Commission shall
78 prepare a written report which:

- 79 (1) Describes the project;
80 (2) Draws conclusions about consistencies and inconsistencies between the
81 project and the Comprehensive Plan (including supporting page references,
82 excerpts or quotations from the plan);
83 (3) Evaluates the project in terms of existing services and facilities and relevant
84 plans for future services and facilities in the town;
85 (4) States the Commission's determination as to whether the project is
86 consistent with the town's Comprehensive Plan;
87 (5) For a project being evaluated pursuant to § 173-~~8887~~ which is determined by
88 the Commission not to be consistent with the Comprehensive Plan, a
89 discussion of any extraordinary facts and circumstances which might warrant
90 project approval or construction, along with an assessment of whether any
91 reasonably feasible alternative exists that is consistent with the plan; and
92 (6) Includes the completed project review checklist.

93
94 E. The Planning Commission shall transmit copies of its written report to the Mayor and
95 Council and to the applicant.

96
97 F. If the Planning Commission has determined that the project is not consistent with the
98 town's Comprehensive Plan:

- 99 (1) For an application reviewed by the Commission pursuant to § 173-~~8886~~, the
100 determination of the Commission may be overruled as provided in § 173-
101 ~~8886C~~.
102 (2) For an application reviewed by the Commission pursuant to § 173-~~8887~~, the
103 Mayor and Council shall review the written report of the Planning Commission
104 and may receive such additional testimony, reports and studies as the Mayor
105 and Council deems necessary to assist it in its evaluation. Upon completion
106 of its review, the Mayor and Council shall take one (1) of the following actions,
107 notice of which shall be provided to the applicant:
108 (a) Determine that the project is consistent with the town's Comprehensive
109 Plan;
110 (b) Determine that the project is not consistent with the Comprehensive Plan
111 and should not be approved or constructed; or
112 (c) Determine that the project is not consistent with the Comprehensive Plan,
113 that extraordinary circumstances exist that warrant approval or
114 construction of the project, and that no reasonably feasible alternative
115 exists.

116
117 The action of the Mayor and Council shall be by resolution, which shall contain a
118 summary of the facts and findings upon which the determination is based.

SECTION 2: AND BE IT FURTHER ENACTED that by at least a majority of the entire Town Council, having determined that an emergency exists, this Ordinance shall become effective immediately after its approval by the Council.

ADOPTED AND APPROVED by the Council of the Town of La Plata this 8th day of April, 2025.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

Jeannine E. James, Mayor

David L. Winkler, Councilman

Matthew D. Trollinger, Councilman

ATTEST:

Evalyne Bryant-Ward, Councilwoman

Kelly G. Phipps
Interim Town Clerk

David M. Jenkins, Councilman

Date: _____

EXPLANATION:

CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

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*** indicates existing law not depicted in bill and not being altered by bill

[Brackets] indicate renumbering of matter in existing law