

CITY OF CUMBERLAND PLANNING COMMISSION

MEETING AGENDA

June 26, 2023 – 4:30 PM
Mayor and Council Chambers - 2nd Floor – City Hall

1. Call to Order
2. Pledge of Allegiance
3. Chairman/Commission Member Comments
4. Citizens' Comments

Consent Items:

None

Public Hearings/Meetings:

- ZTA23-000002- City of Cumberland-Kevin Thacker- Text Amendment for the proposed ordinance on short-term rentals
- ZMA22-000003 – Jared Court-R&R Floating Zone for 502 Regina Ave.

Discussion Items:

- Burgmeier Hauling annexation update

Briefings:

- None

5. City Planner's Report:

- None

Kevin Thacker

6. Adjourn

NOTE: If the scheduled Planning Commission meeting is cancelled due to inclement weather, acts of nature, or the lack of a quorum, any items on the agenda that cannot be conducted will be rescheduled for Planning Commission's next regular meeting.

Cumberland Planning Commission Staff Report
ZTA23-000002 – Short Term Rental
Proposed Zoning Text Amendment
June 26, 2023

Definition

Short Term Rental: A furnished dwelling unit in which the entire unit or separate portions thereof is available for rent for periods of less than forty-five (45) consecutive days to transient guests.

- **Permitted Zones**

R-E	R-S	R-U	R-O	B-L	B-H	B-CBD	B-C	I-G	G-C	G-I
P		P	P	P	P	P	P		P	

- **Property owners who rent their property, or part of their property, for short-term vacation rental lodging are responsible for collecting and remitting Lodging Tax to the Allegany County Finance Office, in accordance with the Annotated Code of Maryland, Division IV. Local Finance, Title 20. Taxes and Development Impact Fees, Subtitle 4. Hotel Rental Taxes, Part I. County Hotel Rental Taxes.**
- **No bed and breakfast or short-term vacation rental shall contain more than five (5) sleeping rooms.**
- **Only designated rooms shall be used for sleeping.**
- **No more than four (4) adult persons shall simultaneously occupy any one (1) guestroom.**
- **Property owners who rent their property, or part of their property, for short term vacation rental lodging must provide two (2) parking spaces for each three (3) or more bedroom apartment unit, rowhouse, two-family dwelling, or single-family dwelling. In cases where existing single-family or two-family dwelling structures are expanded or converted to include more than one (1) or two (2) dwellings, respectively, the board of appeals may permit the parking for at least one (1) unit to take place on the street, provided that it can be clearly demonstrated that sufficient place for all required off-street parking is not possible and that on-street parking is permitted, and that such on-street parking will not increase traffic congestion in the neighborhood in accordance with Section. 25-337**
- **Short-Term Vacation Rental License Requirements:**
 - Short-Term Vacation Rentals must be licensed as such.**
 - These licenses are issued by the Community Development Director and/or their designees pursuant to the requirements set forth in this chapter and any applicable**

requirements set forth in the Rental Housing Ordinance. As part of this license, a Short-Term Vacation Rental host must:

1. Provide documentation and a signed declaration of compliance attesting to compliance with subsections (2) through (7);
2. Comply with all applicable City, State, and federal laws;
3. Ensure that all dwelling units have approved working smoke alarms and carbon monoxide alarms in every bedroom and/or on every level of the dwelling unit as required by the Rental Housing Ordinance;
4. Post the following information in a conspicuous place within each dwelling unit or part thereof used as a Short-Term Vacation Rental:
 - a. Emergency contact information;
 - b. Contact information for the Short-Term Vacation Rental host and/or designated Owner's Agent;
 - c. Street address;
 - d. Floor plan indicating fire exits and escape routes;
 - e. The owner rules and regulations;
 - f. Community Development Department contact information; and
 - g. City of Cumberland rules regarding parking, noise, and trash;
5. Maintain and keep readily available for inspection, a guest registry that includes, at a minimum:
 - a. The name of each renter/guest;
 - b. Check in/out dates; and
 - c. Rent paid.
6. Post valid license number on all listings advertising the Short-Term Vacation Rental;
7. Remit all local taxes and required fees.

- Short-term vacation rentals must comply with all provisions detailed in the City's Rental Housing Ordinance, as well as all applicable property maintenance, electrical, plumbing, and building codes.
- Properties hosting a short-term vacation rental must have no outstanding taxes or liens, and the property must remain free from violations of the City Code, Zoning Ordinance, and Rental Housing Ordinance.
- Short-term vacation rentals shall be inspected annually.
- Once a Short-Term Vacation Rental license has been obtained, property owners are required to post their license number on all short-term rental websites along with their listing to rent their home or a room in their home.
- The Owner's Agent must reside within Allegany County and be accessible for the entirety of any contract where the property owner is not present.

- **The Owner's Agent is responsible for responding within one hour to complaints regarding the condition, operation, or conduct of occupants of the Short-Term Vacation Rental and taking remedial action to resolve any such complaints.**
- **No outdoor advertising signs related to the Short-Term Vacation Rental shall be allowed on the property.**
- **Issuance of License & Fee**
 1. **Upon receipt of a properly completed application and the associated license fee, the Community Development Director and/or their designee(s) shall issue a rental housing or short-term vacation rental license and shall cause an inspection to be made of the premises described in the application. The license shall be posted in a conspicuous place on the premises or maintained in the custody of the property owner and/or Owner's Agent. Short-term vacation rentals must comply with all provisions detailed in the City's Rental Housing.**
 2. **Once the completed application has been reviewed and approved, the applicant shall pay the license fee of \$100 per unit. The license shall be renewed yearly.**
- **Violations**

Any violation of any provision of this article shall be a municipal infraction and the violator shall be fined an amount of five hundred dollars (\$500.00) for a single violation and one thousand dollars (\$1,000.00) for any second violation. Nothing contained in this subsection shall be construed to limit the power or authority of the Mayor and City Council of Cumberland or its appropriate officer, agent, or employee from pursuing any other remedy available to enjoin, restrain, or recover damages and costs incurred as a result of the violation. Further, nothing contained herein shall be construed to preclude any individual, person, firm, corporation, et cetera, from seeking any remedy which he or it might have for any violation of this article.

Planning Commission Action:

- Recommend adoption of the Zoning Text Amendment to the Mayor and City Council in accordance with the following findings of fact and recommended conditions:

- Recommend denial of requested Zoning Text Amendment to the Mayor and City Council, based on the following findings:

Motion by: _____

Seconded by: _____

Vote:

In favor of motion: _____ Opposed: _____ Abstained: _____

Number of voting members present: _____

Signed:

Chair, Cumberland Planning Commission

Date: _____

Secretary, Cumberland Planning Commission

Date: _____

City of Cumberland - Dept. of Community Development

Internal Routing Sheet

Permit or Review #: **ZTA23-000002**

Permit or Review Type: **Zoning Text Amendment**

Project Location: **20 N CENTRE ST CUMBERLAND, MD 21502**

Applicant Contact Information: Name: **City of Cumberland Code Compliance Manager**
 Address: **57 N. Liberty St.**
 City/State/Zip: **Cumberland MD 21502**
 Phone: **3017596659**
 Email: **kevin.thacker@cumberlandmd.gov**

Contractor Contact Information: Company Name:
 Contact:
 Address:
 City/State/Zip:
 Phone:
 Email:

Date of Application: **06/09/2023**

Work Description: (narrative box)

Zoning Text Amendment to introduce a proposed ordinance that will govern the use of short-term rentals in the City of Cumberland

Amount Paid: **0.00**

Amount Due: **0.00**



City of Cumberland

Department of Community Development • 57 N. Liberty Street • Cumberland, MD 21502 • www.cumberlandmd.gov
301-722-2000, ext. 5600 • Fax 301-759-6432 • complaints@cumberlandmd.gov

ZMA ZTA SRA # _____

Petition for ZONING MAP AMENDMENT / ZONING TEXT AMENDMENT and SUBDIVISION REGULATIONS TEXT AMENDMENT

Requires Municipal Planning & Zoning Commission Review

Project Location: City of Cumberland Property ID #: 14-003088
 # found on deed or view: www.dat.state.md.us, Real Property Search

Applicant City of Cumberland Phone 301-759-6659

Address 57 N. Liberty St. Cumberland, MD 21502

Fax _____ Email Kevin.thacker@cumberlandmd.gov

Contact Name Kevin Thacker Phone 301-759-6659

Short Description of Project Introducing a proposed ordinance that will govern the use of short term rentals.

Attach detailed maps indicating Present Zoning and Proposed Zoning

Attach written description of Proposed Rezoning including Reasons for Change

For a Zoning Text Amendment - Reference: Municipal Code Chapter 25 – Zoning, Article XV.

Submit a copy of the actual zoning text changes in proper legal form including the original text of the zoning with the wording to be removed indicated in strikethrough text and any new language highlighted in bold-faced type. All section numbers and headings must be included.

For a Zoning Map Amendment – Reference: Municipal Code Chapter 25 – Zoning, Article VI and Article XV.

(note the three floating zone special requirements):

- Rehabilitation and Redevelopment Floating Zone
- Adaptive Reuse Floating Zone
- Planned Development Floating Zone
- All other Zoning Map Amendments

For a Subdivision Regulations Text Amendment – Reference: Municipal Code Chapter 25 – Zoning, Article VI.

For all Non-Floating Zone changes, provide a legal justification for the statutory "Change or Mistake Rule." This requires attorney representation before the Planning Commission and the Mayor and Council.

The detailed requirements of applications for specific uses can vary and additional information may be required.

A review fee is payable at time of application

- Zoning Map Amendment - \$500.00
- Zoning Text Amendment - \$200.00
- Subdivision Regulations Text Amendment - \$50.00

A Planning & Zoning Commission
brochure is available

Applicant's signature: [Signature] Date: 6/9/2023

To apply online go to citizenserve.com/Cumberland



PERMIT PROJECT

FILE #: 23-000942

20 N CENTRE ST CUMBERLAND MD 21502

ZONING TEXT AMENDMENT TO INTRODUCE A PROPOSED ORDINANCE THAT WILL GOVERN THE USE OF SHORT-TERM RENTALS IN THE CITY OF CUMBERLAND



PERMIT #: ZTA23-000002

Permit Type

Zoning Text Amendment

Subtype

Zoning Text Amendment



Work Description:

Zoning Text Amendment to introduce a proposed ordinance that will govern the use of short-term rentals in the City of Cumberland

Applicant

City of Cumberland Code Compliance Manager - Kevin Thacker



Status

Under Review



Valuation

0.00



FEES & PAYMENTS

Plan Check Fees

0.00

Permit Fees

0.00

Total Amount

0.00

Amount Paid

0.00

Balance Due

0.00

Non-Billable



PERMIT DATES

Application Date

06/09/2023

Approval Date

Issue Date:

Expiration Date:

Close Date

Last Inspection

For a Zoning Text Amendment, submit a copy of the actual zoning text changes in proper legal form including the original text of the zoning with the wording to be removed indicated in strikethrough text and any new language highlighted in bold-faced type. All section numbers and headings must be included

Upload Document

Short-Term Rental Proposal.pdf



A plan review fee is payable at time of application.

- Zoning Text Amendment - \$200.00
- Subdivision Regulations Text Amendment - \$50.00

Applicant's Signature

Sign Here

FEES



FEE	DI	QUANTITY	AMOUNT	TOTAL
			Plan Check Fees	0.00
			Permit Fees	0.00
			Total Fees	\$0.00

PAYMENTS



DATE	TYPE	REFERENCE	NOTE	RECEIPT #	RECEIVED FROM	AMOUNT
					Amount Paid	0.00
					Balance Due	0.00

ORDINANCE NO. _____

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF CUMBERLAND, ENTITLED "AN ORDINANCE TO AMEND THE CITY OF CUMBERLAND ZONING ORDINANCE (I.E., CHAPTER 25 OF THE CODE) FOR THE PURPOSE OF ADOPTING REGULATIONS PERTAINING TO SHORT-TERM RENTALS."

WHEREAS, Title 4, Subtitle 2 of the Land Use Article of the Annotated Code of Maryland grants the Mayor and City Council the power to enact a zoning ordinance, amend it from time to time, and provide for its administration and enforcement.

WHEREAS, the City's zoning ordinance (the "Zoning Ordinance") is codified in Chapter 25 of the City Code.

WHEREAS, the Zoning Ordinance currently does not have provisions pertaining to short-term rentals, like Airbnb's and VRBO's.

WHEREAS, City staff has determined that there is a need to include provisions in the Zoning Ordinance specifically regulating short-term rentals because the short-term rental use fills a niche that is distinct from the others regulated therein and because this use has become more commonplace as an alternative to hotels and motels.

WHEREAS, City staff proposed amendments to the Zoning Ordinance which it presented to the City of Cumberland Municipal Planning and Zoning Commission (the "Planning Commission") for its consideration.

WHEREAS, the Planning Commission held a public hearing on the subject matter of this Ordinance on May 22, 2023, and determined that it should recommend that the Mayor and City Council pass an Ordinance adopting the amendments proposed by staff.

WHEREAS, notice of the time and place of the hearing was published in the Cumberland Times-News, a newspaper of general circulation in the City of Cumberland, once each week for two successive weeks (on _____, 2023 and _____, 2023), the first such notice having been published at least 14 days prior to the hearing, as required by Section 25-439(b).

WHEREAS, the Mayor and City Council held a public hearing regarding the subject matter of this Ordinance on _____, 2023, having published notice of the time and place of the hearing

together with a summary of this Ordinance in the Cumberland Times-News, a newspaper of general circulation in the City of Cumberland, once each week for two successive weeks (on _____, 2023 and _____, 2023), the first such notice having been published at least 14 days prior to the hearing, as required by Section 25-437(f) of the City Code and Section 4-203(b) of the Land Use Article of the Annotated Code of Maryland.

WHEREAS, consistent with the recommendation of the Planning Commission, the Mayor and City Council have determined that they should approve the proposed amendments to the Zoning Ordinance.

NOW, THEREFORE:

SECTION 1: BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF CUMBERLAND, that Section 25-23 of the City Code is hereby amended to include the following definition:

Short-term rental means a furnished dwelling unit in which the entire unit or separate portions thereof are available for rent for periods of less than forty-five (45) consecutive days to transient guests. (See §§ 25-206(q) & 25-337)

SECTION 2: AND BE IT FURTHER ORDAINED, that the Use Regulations Table set forth in Section 25-132 of the Zoning Ordinance, is hereby amended to include short-term rentals as follows:

USE REGULATIONS TABLE

Key: P Permitted Use C Conditional Use P* Permitted only within cluster developments (pursuant to Section 9)											
USE DESCRIPTION	R-E	R-S	R-U	R-O	B-L	B-H	B-CBD	B-C	I-G	G-C	G-I
Residential											
Short-term rentals	P		P	P	P	P	P	P		P	

SECTION 3: AND BE IT FURTHER ORDAINED, that Section 25-206 (*Standards for specific uses*) of the Zoning Ordinance is amended by relettering current Subsections (q) and (r) as Subsections

(r) and (s), respectively, and enacting a new Subsection (q) which shall read as follows:

(q) *Short-term rentals.*

- (1) The use shall consist of a maximum of five (5) sleeping rooms.
- (2) Only designated rooms shall be used for sleeping.
- (3) No more than four (4) adult persons shall simultaneously occupy any one (1) guestroom.

SECTION 4: AND BE IT FURTHER ORDAINED, the Section 25-337(e) (*Schedule of uses and parking quantity regulations*) is amended by renumbering current Subsections 23 to 29 as Subsections 24 to 30, respectively, and enacting a new Subsection 23 to read as follows:

(23) *Short-term rentals.*

- a. Two (2) parking spaces for each three (3) or more bedroom apartment unit, rowhouse, two-family dwelling, or single-family dwelling.
- b. In cases where existing single-family or two-family dwelling structures are expanded or converted to include more than one (1) or two (2) dwellings, respectively, the board of zoning appeals, through the conditional use review process, may lessen the number of required off-street spaces by one (1) space, provided it can be shown that it is not possible to provide all required off-street parking, on-street parking is permitted, and that such on-street parking will not increase traffic congestion in the neighborhood in accordance with Section 25-337.

SECTION 5: AND BE IT FURTHER ORDAINED, that this Ordinance shall take effect ten (10) days from the date of its passage.

Passed this _____ day of _____, 2023.

Raymond M. Morriss, Mayor

ATTEST:

Allison Layton, City Clerk

CUMBERLAND PLANNING COMMISSION STAFF REPORT

ZMA 22-000003 502 Regina Ave. – RR Rezoning

June 26, 2023

Overview:

A petition has been submitted by Jared Court to apply the RR – **Rehabilitation and Redevelopment Floating Zone** to property that he owns at 502 Regina Avenue. The applicant is seeking to re-establish a former commercial use designation of the two-story building. This property was previously occupied as a printing company and other various tenants that used the building as office space. The property is currently zoned R-U – Urban Residential, which, according to Section 25-144 (Rehabilitation and Redevelopment Floating Zone District) of the Zoning Ordinance is a zoning district that is eligible to receive the proposed RR zoning. The property adjoins R-U zoned properties on all sides and there are several other non-residential uses in the immediate neighborhood, Cumberland Floral, Cosmetic and Family Dentistry, Dr. Daniel Gaydeski, DDS, Western Maryland Food Bank, and Pit N Go. Furthermore, according to the Conceptual Future Land Use Map (Map 9) in the 2013 Comprehensive Plan City-Wide Element, the subject property and all adjoining parcels are planned for Residential Uses, which is consistent with the current R-U zoning and the planned residential use of the building.

The applicant is proposing to establish a showroom and office for his contracting business on the first floor of the building and storage for the business in the basement level. To re-establish the proposed commercial use, the applicant is seeking application of the RR-Revitalization and Redevelopment Floating Zone to the property. The existing non-conforming status of the former commercial apparently expired, as staff was unable to locate any records of occupancy permits at this property. There are no known current zoning violations at the property.

Procedural Status:

The applicant bought this property from the City's Community Development office and the Surplus Property Sale program. The applicant began the process of obtaining an occupancy permit after he received the property from the City. City Building and Zoning Official retrieved the previous water account information for the property noting that it had been inactive for more than 2 years, resulting in an losing the potential for the existing non-conforming status. From here, Mr. court began the process applying the **Rehabilitation and Redevelopment (RR) Floating Zone** to the property. The applicant submitted the petition (ZMA 22-000003) to rezone the structure at 502 Regina Ave. to RR (Rehabilitation and Redevelopment) Floating Zone on. A copy of that application form and all accompanying attachments is provided at the end of this report. The applicant was informed that the rezoning petition would be presented to the Planning Commission at a formal public hearing on May22, 2023.

Staff Review:

In support of the requested rezoning, per the requirements outlined in Section 25-144 of the Cumberland Zoning Ordinance, the applicant has submitted a site plan of the property, a Justification statement/letter as to why the structure should be converted to a non-residential land use and how the application satisfies the purpose and intent of the RR Zone. Although the property is zoned for residential uses, a visual observation of the building at 502 Regina Ave. by the Building and Zoning Officer clearly shows that it was originally designed for commercial use. The Building and Zoning Officer determined that an engineering report regarding the structural soundness of the building was not necessary, but a brief inspection completed by City Staff could be supplemented in lieu of a full report.

The applicable performance standards for the RR Floating Zone are specified in Section 25-144 (d) of the Zoning Ordinance. These standards are as follows:

1. Comply with all applicable environmental standards and requirements listed in Section 25-138 (noise, lighting, vibrations, noise pollution, etc.);
2. Satisfy the off-street parking and loading requirements of Article 12;
3. Provide required buffers along existing residential uses required in Article 13;
4. Satisfy specific signage limitations;
5. Comply with certain trip generation limitations or provide a traffic study to show that the use will not exceed the capacity of local streets;
6. Require no access for loading and unloading from a local street;
7. Require no outside storage of materials or products associated with the use;
8. Ensure that any light manufacturing uses will be conducted in an entirely enclosed space; and
9. Comply with operating hours restrictions between 10:00 p.m. and 6:00 a.m.

Staff Recommendation:

Under the provisions of the Land Use Articles of the Annotated Code of Maryland, the Mayor and City Council must make a series of specific findings in making its decision regarding the proposed zoning. A recommendation regarding these findings must be made by the Planning Commission. The staff's specific findings are outlined in Section §-204(b)(1) of the Land Use Articles, and are as follows:

1. Population Change:

Staff notes the findings in the 2013 Comprehensive Plan that the population of the City of Cumberland has been in decline since the 1940's. The Plan further notes that the city desires to reverse that trend and support the future growth and economic development of the city, and it contains a number of recommendations to support that goal. The proposed zoning would provide for limited future economic expansion of the city's commercial base, thereby expanding the City's tax base, and promoting population growth that could be consistent with the recommendations of the City's Comprehensive Plan.

2. The Availability of Public Facilities:

The property in question is currently served by all city services. Change in Zoning or the application of the Floating Zone will not affect the availability or adequacy of existing public services and facilities.

3. Present & Future Transportation Patterns:

With available off-street parking and on-street parking in the adjacent areas, staff finds that the proposed map amendment/zoning change will not affect present or future transportation patterns in the area.

4. Compatibility with Existing and Proposed Development for the Area:

The area in question is currently zoned Urban Residential (R-U). However, as mentioned previously in this report, there are numerous commercial businesses operating within the zone nearby the property in question. Staff finds that the rezoning of the parcel in question would provide continuity with the neighboring zoning of Urban Residential and various commercial businesses in the area.

5. Relationship of the Proposed Amendment to the Local Jurisdiction's Plan:

The R-U (Urban Residential) base zoning classification of the property makes it eligible for application of the RR – Revitalization and Redevelopment Floating Zone. The building appears to have been designed for commercial use, with an obvious floor for office space and a lower level for storage, but the former commercial use has been abandoned for more than two years.

Should the Planning Commission and Mayor and City Council agree to rezone the property as requested by the applicant, staff recommends that the following conditions be applied to ensure compliance with the applicable zoning requirements:

1. Permitted uses for the property at 502 Regina Ave. shall be limited to Retail Buildings (less than 5,000 square feet), and Professional Services in accordance with the applicable standards for the B-L (Local Business) as specified in the Development Regulations Table (Section 25-133) of the Cumberland Zoning Ordinance.
2. The proposed use shall satisfy all applicable off-street parking and loading requirements specified in Article XII of the Zoning Ordinance.
3. The proposed use shall satisfy the signage restrictions of 25-402 and 25-406 of the Zoning Ordinance.
4. No outdoor storage, display, or sales of materials or products shall be allowed on the property.
5. The business shall not operate between the hours of 10:00 p.m. and 6:00 a.m.

Planning Commission Action:

[] Recommend adoption of the requested RR Zoning for the affected property at 502 Regina Avenue to the Mayor and City Council in accordance with the following findings of fact and recommended conditions:

[] Recommend denial of requested RR Zoning for the affected property 502 Regina Avenue to the Mayor and City Council, based on the following findings:

Motion by: _____

Seconded by: _____

Vote:

In favor of motion: _____ Opposed: _____ Abstained: _____

Number of voting members present: _____

Signed:

Chair, Cumberland Planning Commission

Date: _____

Secretary, Cumberland Planning Commission

Date: _____



CITY OF
CUMBERLAND
MARYLAND

DEPARTMENT OF COMMUNITY DEVELOPMENT

57 N. LIBERTY STREET, CUMBERLAND, MD 21502 • PHONE 301-759-6442 • FAX 301-759-6432 • TDD 800-735-2258
www.cumberlandmd.gov

Permit Number: OP22-000051

Approval Date:

Commercial Occupancy Permit

Permit issued as per plans and subject to all applicable codes and regulations.

Project Location: MD Prop. #: Owner:	502 REGINA AVE 23013916 CUMBERLAND MAYOR AND CITY COUNCIL	Date applied: Occupancy expected to begin:	12/06/2022 03/20/2023
Applicant: Address: City/State/Zip: Phone: Email:	CS Home Renovations, LLC 502 Regina Avenue Cumberland MD 21502 571.278.6999		

Lot Size:	5400	Zone:	
Building Size:	2800	Permitted Use:	Residential
Stories:	1	Zoning Appeal:	Yes
Bldg. Last Use:	office/storage		
No. of Persons:	4		
Off Street Parking:	2		

Quantity	Description	Amount	Total Cost
1.0	Permit Filing Fee	30.00	30.00

Description:
Warehouse and office space

Notes:

SUBJECT: However to revocation by the building official, if the building is not in compliance with the requirements of the City ordinances relating to building privileges and as stated on this application.

STATEMENT: I agree to comply with all regulations which applicable hereto and further agree that the proposed use shall be as described on this application and that this structure shall not be used for any other purpose.

City C.D. Manager or Representative's Signature

Applicant's Signature

DENIED

2023 MAR 20 AM 11:42

City of Cumberland - Dept. of Community Development

Internal Routing Sheet

Permit or Review #: OP22-000051

Permit or Review Type: Commercial

Project Location: 502 REGINA AVE CUMBERLAND, MD 21502

Applicant Contact Information: Name: CS Home Renovations, LLC
Address: 502 Regina Avenue
City/State/Zip: Cumberlandd MD 21502
Phone: 571.278.6998
Email:

Contractor Contact Information: Company Name:
Contact: Jared Court
Address: 725 Park St
City/State/Zip: Cumberland, MD 21502
Phone: 571.278.6998
Email:

Date of Application: 12/06/2022

Work Description: (narrative box)

Warehouse and office space

Amount Paid: 0.00

Amount Due: 30.00



City of Cumberland

Department of Community Development • 57 N. Liberty Street • Cumberland, MD 21502 • www.cumberlandmd.gov
301-722-2000, ext. 5600 • Fax 301-759-6432 • complaints@cumberlandmd.gov

OP # _____

OCCUPANCY PERMIT APPLICATION – Commercial

Including Child Daycare Home/Center

Project Location 502 Regina Avenue Tax ID # 23-013916

This # is found on your deed or by visiting www.dat.state.md.us / Property Search
if several property ID #'s are involved please reference all accounts.

BUSINESS NAME C.B Home Reparatations, LLC

APPLICANT: Name Jared B. Court Phone 571-278-6998

Address 502 Regina Avenue, Cumberland, MD Fax N/A

Previous Approved Use of Building/Space Warehouse

Proposed Use of Building/Space Warehouse + office space

Days and Hours of Operation M - Saturday 8AM - 8PM

Number of Employees 12 Number of Clients expected at anyone given time 4

Number of Seats where applicable 20

- Attach** a Scaled Floor Plan with scale legend and notation on the drawing of all the following: *(sample available)*
 - All Room Sizes
 - Window and Floor Locations and Sizes (clear opening)
 - Distances to Main Exit Area
 - Outside Dimensions of Structure
 - Number of Stories
 - Existing Handicap Accommodations
 - Exit Signs and/or Emergency Lights
 - Fire Extinguishers
 - Sprinkler System
- Attach** a Scaled Site Plan showing all the following if applicable: *(sample available)*
 - Off-Street parking area including ingress /egress, parking layout, and note parallel/perpendicular parking spaces width and length
 - Building Footprint
 - Lighting
- Complete** a Building Permit application if construction will take place on the property. *(\$30 fee, plus \$6/thousand)**
- Complete** a Plumbing and/or Electrical Permit application(s) if applicable. *(no fee)*
 - if this is a restaurant, please review City Code, Sec. 24-176. - Grease, oil and sand interceptors.
- Complete** a Sign Permit application if applicable *(\$15 fee plus .50/SF)*
- Pay** a non-refundable Commercial Occupancy Permit Filing Fee of \$30.00 upon application.
- Schedule** an inspection of the final project with a City Code Compliance Officer, 301-759-6455 or 301-759-6659.

Do not begin work until an approval is received from the City of Cumberland.
A signed, stamped form is required for application to be considered approved.
This will be sent to you upon approval by the department manager or designated representative.

Applicant's Signature: Jared B. Court Date: 5/24/22

To apply online, go to Citizenserve.com/Cumberland



CITY OF CUMBERLAND MARYLAND

DEPARTMENT OF COMMUNITY DEVELOPMENT

57 N. LIBERTY STREET, CUMBERLAND, MD 21502 • PHONE 301-759-6442 • FAX 301-759-6432 • TDD 800-735-2258

www.cumberlandmd.gov

RECEIPT

Date: December 06, 2022

C3 Home Renovations LLC
725
Cumberland, MD 21502

CITY OF CUMBERLAND PERMITS
57 N LIBERTY ST
CUMBERLAND, MD 21502
(301) 759-6442

Bank ID: 2537
Permit ID: 5030
Tax ID: 001

Phone Order

Application #: OP22-000050
Address: 502 Regina AVE
Cumberland, MD 21502
Amount Paid: \$30.00 Credit Payment

XXXXXXXXXX6154
VISA Entry Method: Manual
Total: \$ 30.00

12/06/22 14:58:49
Inv #: 000002 Appr Code: 003976
Approved: Online Batch#: 340001
AVS Code: ZIP MATCH Z
CVV2 Code: MATCH M
Merchant Ref #: 21503002

Cumulative Total
13000 0001
12/06/22 14:58:49



PERMIT PROJECT
FILE #: 22-001513
502 REGINA AVE CUMBERLAND MD 21502
WAREHOUSE AND OFFICE SPACE



PERMIT #: OP22-000051

Permit Type

Occupancy Permit

Subtype

Commercial

Work Description:

Warehouse and office space

Applicant

CS Home Renovations, LLC - Jared Court

Status

Denied

Valuation

0.00



FEES & PAYMENTS

Plan Check Fees

30.00

Permit Fees

0.00

Total Amount

30.00

Amount Paid

0.00

Balance Due

30.00

Non-Billable



PERMIT DATES

Application Date

12/06/2022

Approval Date

Issue Date:

Expiration Date:

Close Date
03/20/2023

Last Inspection

Previous Use of Building/Space/Lot
Vacant for approx. 10 years

Proposed Use of Building/Space/Lot
Warehouse and Office Space

Days and Hours of Operation
Monday thru Saturday
8 am - 8 pm

Number of Employees
12

Number of Clients expected at any one given time
4

Number of Seats where applicable
20

Attach a Scaled Floor Plan with scale legend and notation on the drawing of all the following:

- All Room Sizes
- Label Previous and Proposed room Used
- Window and Floor Locations and Sizes (clear opening)
- Distances to Main Exit Area
- Outside Dimensions of Structure
- Number of Stories
- Existing Handicap Accommodations
- Exit Signs
- Emergency Lights
- Fire Extinguishers
- Sprinkler System

Floor Plan



Attach a Scaled Site Plan showing all the following if applicable (sample available):

- Off-Street Parking Area including ingress/egress, parking layout, and note parallel/perpendicular parking spaces width and length
- Building Footprint
- Lighting

Site Plan

[Click here to view sample site plan - OP Home Occupation](#)
[Click here to view sample site plan - OP Residential Conversion](#)
[Click here to view sample site plan - OP Commercial](#)

Will there be any construction taking place on the property?

Yes

Building Permit Number

MP22-000092 

If you do not already have a Building Permit # then please submit an application for your Building Permit prior to submitting your Occupancy Permit application.

Will there be any plumbing work taking place on the property?

Yes

Plumbing Permit Number

PP22-000018 

If you do not already have a Plumbing Permit # then please submit an application for your Plumbing Permit prior to submitting this application.

Will there be any electrical work taking place on the property?

Yes

Electrical Permit Number

EC22-000064 

Will there be any signs installed/placed on the property?

No

Schedule an inspection of the final project with a City Code Compliance Officer by calling 301-722-2000 x5600.

Do not begin work until an approval is received from the City of Cumberland.
A signed, stamped form is required for application to be considered approved.
This will be sent to you upon approval by the department manager or designated representative.

Applicant's Signature

Sign Here

Administrative-Use Only

Number of Commercial Units

1

Occupancy Start Date

03/20/2023

Lot Size

5400

Building Size
2800

Stories
1

Building Last Use
office/Storage

Number of Persons
4

Off Street Parking
2

Permitting Use
Residential

Zoning Appeal
Yes

FEES

FEE	DI	QUANTITY	AMOUNT	TOTAL
Permit Filing Fee				30.00
			Plan Check Fees	30.00
			Permit Fees	0.00
			Total Fees	30.00

PAYMENTS

DATE	TYPE	REFERENCE	NOTE	RECEIPT #	RECEIVED FROM	AMOUNT
					Amount Paid	0.00
					Balance Due	30.00

City of Cumberland - Dept. of Community Development

Internal Routing Sheet

Permit or Review #: ZMA22-000003

Permit or Review Type: Zoning Map Amendment - Rehab & Redevelopment Floating Zone

Project Location: 502 Regina AVE Cumberland, MD 21502

Applicant Contact Information: Name: C3 Home Renovations LLC
Address: 725 Park St. Ste 283
City/State/Zip: Cumberland MD 21502
Phone: (571) 278-6998
Email: c3hr@yahoo.com

Contractor Contact Information: Company Name: C3 Home Rervatins LLC
Contact: Jared B. Court
Address: 725 Park St Ste 283
City/State/Zip: Cumberland, MD 21502
Phone: 571.278.6998
Email: C3hr@yahoo.com

Date of Application: 12/06/2022

Work Description: (narrative box)

Zoning Map Amendment - Rehabilitation and Redevelopment Floating Zone

Amount Paid: 500.00

Amount Due: 0.00



City of Cumberland

Department of Community Development • 57 N. Liberty Street • Cumberland, MD 21502 • www.cumberlandmd.gov
301-759-6442 • Fax 301-759-6432 • debbie.helmstetter@cumberlandmd.gov

2111774-000003

RA # _____

REZONING APPLICATION

23-013914

Project Location 503 Regina Avenue

Tax ID # 83-19108428

The Tax ID # can be found on your deed or by visiting www.dat.state.md.us / Real Property / Real Property Search. When construction is being done and several property account numbers are involved, properties must be combined under one property number. It will be necessary to contact the State of Maryland Assessment Office, 112 Baltimore Street, Gateway Center, 301-777-2113, prior to applying for permit.

Applicant's Name C3 Home Renovations LLC Phone 301-747-5195

Address 125 Park Street, Suite # 285, Cumberland, MD 21502

Fax _____ Email c3hr@vphoo.com

Contact Name Jared B. Court Phone 571-278-1098

Short Description of Project Renovate building to be office and warehouse for C3 Home Renovations

Attach detailed maps indicating Present Zoning and Proposed Zoning

Attach written description of Proposed Rezoning including Reasons for Change

For a Zoning Text Amendment, submit a copy of the actual zoning text changes in proper legal form including the original text of the zoning with the wording to be removed indicated in strikethrough text and any new language highlighted in bold-faced type. All section numbers and headings must be included.

For a Zoning Map Amendment (note the three floating zone's special requirements):

- Rehabilitation and Redevelopment Floating Zone - Section 6.14.03;
- Adaptive Reuse Floating Zone - Section 6.17.02 (1).
- Planned Development Floating Zone - Section 6.16.03 (1).
- All other Zoning Map Amendments - Section 15.04.01 (1)

For all Non-Floating Zone changes, provide a legal justification for the statutory "Change or Mistake Rule." This requires attorney representation before the Planning Commission and the Mayor and Council.

The detailed requirements of applications for specific uses can vary and additional information may be required.

A review fee is payable at time of application:

- Rezoning Appeal - \$300.00
- Zoning Classification Determination - \$50.00
- Zoning Map Amendment - \$500.00
- Zoning Text Amendment - \$200.00
- Adaptive Reuse Rezoning - \$500.00

Applicant's signature: [Signature] Date: 22 June 22

Court Construction

725 Park Street
Suite #285
Cumberland, MD 21502



Home Renovations, LLC

& Contracting

301-747-5195 Work
571-278-6998 Cell
240-522-0465 Office

c3hr@yahoo.com

Licensed, Bonded & Insured MHIC #136653/PAHIC #146813/WV BR #886183

June 22, 2022

Planning and Zoning Committee,

Recently I, Jared Court, owner of C3 Home Renovations, LLC purchased 502 Regina Avenue from the City of Cumberland through the Surplus Bid. All funds have been dispersed to the city and we are currently waiting for the deed to relocate my business to the property at 502 Regina Avenue.

Currently the city has stated that the property is zoned residential urban and we would like to have the property rezoned as commercial use. There are numerous businesses on Fredrick Street that border Regina Avenue and we would like to see this property rezoned Commercial so I can expand my business and current operations.

Enclosed is my check for the rezoning application for \$500.00. Please note that the SDAT reflects this property as Exempt Commercial. As the city's current policy the property has been vacant for over 24 months the property transitions back to residential urban.

Very Respectfully,


Jared B. Court
C3 Home Renovations, LLC