



## Department of Planning, Zoning & Community Development

**MISSION:** To provide creative, objective, professional planning services and technical expertise to elected officials, appointed boards and commissions, departments and citizens of Wicomico County, in a fair and reasonable manner; and to assist in understanding and addressing key community issues and priorities.

### **BACKGROUND:**

Wicomico County and the City of Salisbury have conducted joint planning activities since 1943. In the early 1960's, the two jurisdictions established the only joint Planning & Zoning Commission in the State, and a joint planning office to provide assistance to both the city and the county. In 1989, in response to increased growth and change, the Planning Office was re-designated as the Department of Planning, Zoning & Community Development. In 2003, the City of Salisbury joined with the State of Maryland, Wicomico County, Delmar and Fruitland to establish the federally recognized *Salisbury/Wicomico Metropolitan Planning Organization (MPO)*. This Department was designated as the MPO agency and the administrator of related regional transportation planning funds. In December of 2011, a reorganization of certain county departments resulted in the transfer to this Department of permitting, inspection and development related functions from the Department of Public Works.

Development policies are determined by the Mayor and Council for the City of Salisbury and the Executive and Council for Wicomico County. The Planning & Zoning Commission and the MPO Council have policy roles as designated by the governing bodies. The Department is an agency of county government and follows the county administrative policies and procedures. It is funded by the county, with regular financial support from the City of Salisbury and grant support as available.

### **DEPARTMENT OVERVIEW OF FUNCTIONS:**

- Long Range Planning – Develop and maintain a Comprehensive Plan for Growth for the county and the City of Salisbury, in accordance with increasing State demands for more detailed and coordinated policy guidelines. This function includes the preparation and presentation of comprehensive code changes required to implement long range plans and other implementation requirements such as the newly mandated Watershed Improvement Plan (WIP).



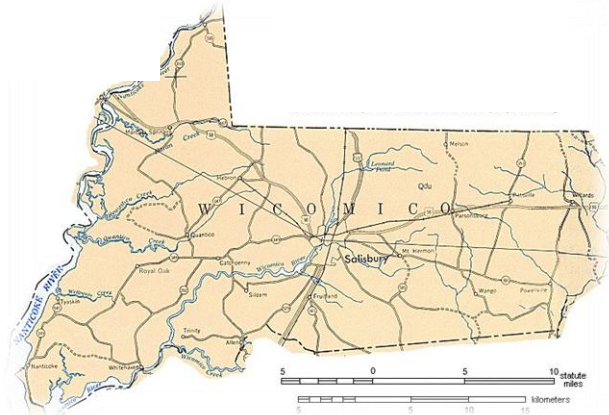
For more information please contact:  
Jack Lenox, Director  
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## Building Bridges, Building Community: One Wicomico

[www.WicomicoCounty.org](http://www.WicomicoCounty.org)

- Housing & Community Development – Assist the community with the facilitation of state and federal grant programs, maintaining minimum level of housing standards as addressed by the County Code, locating and addressing community needs and coordinating organizations and/or programs to prevent community blight. Function includes small business assistance, housing rehabilitation, senior services and revitalization.
- Enforcement (Housing, Nuisance, Zoning) – Maintain minimum levels of housing and property maintenance standards as addressed in the County Code by investigating public complaints and through general observation; addressing nuisance properties and abandoned vehicles; and enforcing zoning regulations.
- Geographic Information System – Develop and maintain the geo-based platform for information systems serving the entire county, including the 911 Dispatch System, 911 numbering and all mapping needs of the city and county.
- Resource Preservation – Apply for state grants for Rural Legacy protection; Agricultural Land and Open Space Preservation; process application/information from land owners for Agricultural land preservation; and staff the Natural Resources Advisory Committee.
- Appellate Boards – Conduct background studies and prepare case evaluations for the County Board of Appeals; the Salisbury Board of Zoning Appeals; the County Agricultural Advisory Board; the County Historic District Commission; and the Agricultural Reconciliation Committee. Prepare decisions to be supported under judicial scrutiny.
- Development Review – Process and research applications and assist the Planning Commission and other agencies in their review; and prepare legally sufficient decisions. Administer Forest Conservation Act; Chesapeake Bay Critical Area Law; Subdivision Control Law; and Federal Flood Insurance Program.
- Metropolitan Planning Organization – Administer transportation planning programs for regional area, in accordance with requirements of the US Department of Transportation and the State Highway Administration.
- Permits & Inspections – Administer the Building Code, Fire Safety Code and provide staff support for the Board of Electrical Inspectors.



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