CITY COUNCIL
READ FILE COVER SHEET

Subject: **Ordinance 1244 concerning Amending Chapter 25 to Eliminate the Appearance & Preservation Commission (Public Hearing)**

Date: **11/17/2026**

Notice: Any comments made after 5:00 p.m. on the Thursday before the Council Meeting will not be seen in the agenda packet.

Purpose:

- ☐ FYI
- ☑ **Read and Comment as Needed**
- ☑ **Action Required by December 7, 2026**
- ☐ In Confidential File Drawer

Approve:

Johnny Boker	☐ Yes	☐ No	☐ No Comment
Comment: _____			
Casi Boyer	☐ Yes	☐ No	☐ No Comment
Comment: _____			
Lizz Clarke	☐ Yes	☐ No	☐ No Comment
Comment: _____			
Matthew Ellis	☐ Yes	☐ No	☐ No Comment
Comment: _____			
David Glenn	☐ Yes	☐ No	☐ No Comment
Comment: _____			
Vicki Jones	☐ Yes	☐ No	☐ No Comment
Comment: _____			

Note: Legislative summary attached.

CITY OF HAVRE DE GRACE
OFFICE OF THE MAYOR

William T. Martin

MEMORANDUM

TO: The Honorable Council President Casi Boyer and
The Honorable Members of the City Council

FROM: Adam Rybczynski, Chief of Policy and Intergovernmental Affairs

DATE: November 13, 2026

SUBJECT: Ordinance Amending Chapter 25 to Eliminate the Appearance and Preservation Commission

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Administrative and Legal Review
The attached ordinance was written by the Chief of Policy and Intergovernmental Affairs and has been reviewed by the City Attorney for legal sufficiency.

Executive Summary
On behalf of Mayor Martin, the administration requests the introduction and passage of the attached ordinance amending Chapter 25 of the City Code to formally eliminate the Appearance and Preservation Commission.

Repeals the statutory provisions establishing the Appearance and Preservation Commission, reserving those sections of the City Code for future use. This legislation implements Recommendation R-039 from the Pro-Citizen and Pro-Business Code Review Committee's final report. Dissolving this inactive body removes administrative redundancy, enhances code transparency for citizens and business applicants, and aligns the municipal code with active city operations.

CITY COUNCIL

OF

HAVRE DE GRACE, MARYLAND

ORDINANCE NO. 1244

Introduced by Council President Boyer

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, ADOPTED PURSUANT TO THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND SECTIONS 33 AND 34 OF THE HAVRE DE GRACE CITY CHARTER TO AMEND CHAPTER 25 TO ELIMINATE ARTICLE III APPEARANCE AND PRESERVATION COMMISSION

On: November 16, 2026

at: 7:00 p.m.

Ordinance introduced, read first time, ordered posted and public hearing scheduled.

PUBLIC HEARING

A Public Hearing is scheduled for December 7, 2026 at 7:00 p.m.

EXPLANATION

Underlining indicates matter added to existing law.

[Bold Brackets] indicate matter deleted from existing law.

Amendments proposed prior to final adoption will be noted on a separate page with line references or by handwritten changes on the draft legislation.

Public Hearing

WHEREAS, on July 7, 2025, Mayor William T. Martin issued Executive Order 2025-01, establishing the Pro-Citizen and Pro-Business Code Review Committee ("the Committee"); and

WHEREAS, the purpose of the Committee was, among other objectives, to provide the Mayor with recommendations to eliminate burdensome and redundant municipal code requirements, thereby increasing government efficiency; and

WHEREAS, between July 7, 2025, and July 2, 2026, the Committee met at regular and open meetings to receive public testimony, work with city staff, and review the City Code to develop a list of recommendations to the Mayor as required by Executive Order 2025-01; and

WHEREAS, on July 2, 2026, the Committee voted to approve a list of recommendations set forth in its final report titled "Final Report Pro-Business & Pro-Citizen Code Review Recommendations" ("the Report"); and

WHEREAS, the Mayor has accepted and approved the recommendations found in the Report and is referring them to the Council as the Mayor's list of recommended code amendments; and

WHEREAS, the Mayor is requesting that the recommendations which require legislation be passed by the City Council; and

WHEREAS, at the September 21, 2026, regularly scheduled meeting of the Mayor and City Council, the Committee and the Mayor's Office formally presented the Report and its findings to the City Council; and

WHEREAS, the Mayor has requested a working collaboration among the City Council, former members of the Committee, and the Administration to best address the recommendations found in the Report and implement those which are of the utmost importance; and

WHEREAS, on October 2, 2026, the City Council's Legislative Review Committee met and concurred with the Mayor's recommendation "R-039: Eliminate the Appearance and Preservation Commission".

WHEREAS, the City Council has requested that the Administration guide the City Council in the drafting and review of an ordinance to implement recommendation "R-039: Eliminate the Appearance and Preservation Commission"; and

WHEREAS, it is the desire of the City Council to codify recommendation "R-039: Eliminate the Appearance and Preservation Commission"; and

WHEREAS, the Appearance and Preservation Commission has been inactive for well over a decade and no longer performs any advisory or decision-making function within the City government; and

Public Hearing

WHEREAS, maintaining inactive commissions within the City Code creates unnecessary administrative clutter, reduces clarity for citizens and applicants, and contributes to an inefficient regulatory environment; and

WHEREAS, the elimination of the Appearance and Preservation Commission will streamline Chapter 25, improve transparency, and align the City Code with current operational realities; and

WHEREAS, the Mayor and City Council find it in the best interest of the City to amend Chapter 25 accordingly.

NOW THEREFORE, it is determined, decided, and ordained by the City Council that:

1. Chapter 25, Article III ("Appearance and Preservation Commission"), sections 25-7 through section 25-12 is hereby repealed in its entirety; and

2. Section 25-7 through section 25-12 shall be reserved.

ADOPTED by the City Council of Havre de Grace, Maryland this __ day of _____, 2026.

SIGNED by the Mayor and attested by the Director of Administration this ____ day of _____, 2026.

ATTEST:

MAYOR AND CITY COUNCIL
OF HAVRE DE GRACE

_____
Christopher Ricci
Director of Administration

_____
William T. Martin
Mayor

Introduced/First Reading: 11/16/2026
Public Hearing:
Second Reading/Adopted:

Effective Date:

Public Hearing