

PROCEDURES FOR ESTABLISHING A SHORE EROSION CONTROL TAXING DISTRICT

In accordance with Article 25, Sections 161 - 167 of the Annotated Code of Maryland; Natural Resources Article Section 8-1001 – 8-1008; DNR’s “Step-By-Step Procedure For Gaining Local Government Project Sponsorship and Establishing a Shore Erosion Control Project on Private Property for a Community or Group of Property Owners”; and prior County procedure/practice, the following is a brief summary for the completion of a SEC Special Taxing District:

1. Owners submit Letter of Interest (petition) to create District, indicating District boundaries.
2. Letter of Interest is forwarded to DNR Shore Erosion Control for consideration.
3. DNR prepares a Need & Feasibility Report, including proposed work to be performed and preliminary cost estimates.
4. The County receives the Need & Feasibility Report and conducts an informational meeting with the District to review the Report. (County procedure)
5. The County provides a “Confirming Petition” to each owner detailing the estimated costs and terms of the project. If 75% of the Confirming Petitions are returned in support of the District, the process continues. (County procedure)
6. A Public Hearing is conducted to establish the District by ordinance. County countersigns Owners’ applications and executes loan agreement with the State. District now assumes responsibility for all costs incurred.
7. Complete construction plans and cost estimates are prepared by DNR or consultant.
8. A Public Hearing is held by the Board of County Commissioners to present the final plans and specifications to the District. Acting as District Council, the Board determines whether or not to proceed with the project. (Art. 25 § 164)
9. Construction is advertised for bid.
10. An escrow account is established if an owners’ cash contribution is required.
11. Construction is awarded.
12. Following construction, a Public Hearing is held by the Board to fix and levy the annual assessment charge for the project. The benefit charge will be paid annually as a special benefit assessment. (Art. 25 § 165)