

# Planning Commission Meeting

Wednesday, April 5, 2023

Present: Dan Malloy, Lee Adams, Rick Webster, George Still, Bill Staker, Susan Trentham, Trudy Carter, Rob Bernstine (staff), Tonya Lockwood (staff), Tom Fruehstorfer (KCI)

Absent:

Chair Rick Webster called the meeting to order at 6:30 pm , followed by the pledge of Allegiance to the Flag of the United States of America.

Approval of Minutes:

*March 1, 2023*

**Motion:** Bill Staker made a motion, seconded by Lee Adams to accept the minutes from March 1, 2023. All in favor, motion carried.

## Action Items:

*File 2023-015 – 401 Second Street – Roof Material Change, Siding Replacement, Window Replacement*

Roof material is being changed from Metal to Architectural Shingles. Historic met last Tuesday and approved all the proposed materials. Some discussion on the construction trucks being parked on Second Street was had. A possible solution is that the Town could give him the first two spaces on the East Side of George Street to alleviate some of this. Lee will discuss with Council.

**Motion:** Lee Adams made a motion, seconded by Trudy Carter to approve File 2023-015 – 401 Second Street – Roof Material Change, Siding Replacement, Window Replacement. Trudy Carter, Dan Malloy, Lee Adams, Rick Webster, Bill Staker, and Susan Trentham in favor, motion carried. George Still, opposed.

*File 2023-014 – 418 Biddle Street – Remove and Replace Rear Deck*

The project has been reduced to a one floor deck. The deck as proposed encroaches on the side yard setbacks and would need a variance from the Board of Appeals. The other option is he could reduce the width of the deck to meet the setbacks. The applicant will speak with the property owner and get back to Rob with new drawings.

**Motion:** George Still made a motion, seconded by Dan Malloy to approve File 2023-014 – 418 Biddle Street – Remove and Replace Rear Deck contingent on it meeting the 8 ft side yard setbacks. All in favor, motion carried.

*File 2023-013 – 339 Cecil Street – Remove Brick Steps and Replace with Composite*

**Motion:** Bill Staker made a motion, seconded by Dan Malloy to approve File 2023-013 – 339 Cecil Street – Remove Brick Steps and Replace with Composite. All in favor, motion carried.

*File 2023-012 – 323 Biddle Street – Remove and Replace Shed*

**Motion:** Lee Adams made a motion, seconded by Bill Staker to approve File 2023-012 – 323 Biddle Street – Remove and Replace Shed . All in favor, motion carried.

**Discussion Items**

*File 2023-016 – 0 Mt Nebo Road – Concept Review for Parking Lot*

Ronnie Carpenter was here to present the concept plan. This project will follow the same path as the recent Schaefer's Parking Lot Project, Concept to Preliminary to Final. Tom Fruehstorfer, from KCI will review the plans and will prepare a comment letter based on the submitted plan and comments from tonight's meeting.

A few comments from the Commission were: there are a few landscaping/buffering regulations that need to be checked for compliance, there may be a discrepancy in the actual number of spaces, is there any plan for an improvement in the pedestrian crossing of Second Street, will the utility poles going over the entrance/exit be moved, has a **traffic study** been done and if not the Commission may like to see one done, they may need an **agreement with the State of Maryland due to the buffer required on a Non-Tidal Stream**, there needs to be free parking for the number of seats the restaurant requires so a **parking survey** will need to be done.

Some of the public concerns that they would like to be considered are lighting, noise, trash, buffering, safety and security, unencumbered access to residential properties, stormwater runoff.

The next step will be for KCI and the Town to draft a comment letter (likely within the next two weeks) and submit it to Ronnie and Gianmarco, they will then let us know when they will be prepared to submit the preliminary plan.

*Introduce Ordinance 2023-002 – An Ordinance of the Town of Chesapeake City to amend Section 2.1.1C Issuance of Permits, Section 2.2.1A Zoning Permit Required, Section 2.2.1B Expiration of Zoning Permit, Section 2.2.2 Building and Demolition Permits, 2.4.2E Repairs and Maintenance of Non-Conforming Structures, Section 4.3.4 Ordinary Maintenance, and the Ordinary Maintenance Definition of the Chesapeake City Comprehensive Development Ordinance*

The proposed Ordinance was officially introduced by the Planning Commission, a Public Hearing will be held on Wednesday, May 3, 2023.

**Zoning Administrator Report:**

See attached report.

**Adjourn:**

**Motion:** Lee Adams made a motion, seconded by George Still to adjourn the meeting at 8:12 pm. All in favor, motion carried.

Respectfully Submitted,

Tonya Lockwood

Rick Webster, Chair