

**TOWN OF ELKTON
PLANNING COMMISSION
DECEMBER 8, 2014**

PRESENT: Asma Manejwala, G. Edward Ginder; David Fordyce; Keith Thompson; Cameron Brown, Esquire; Commissioner Mary Jo Jablonski; Theresa C. Thomas, Assistant Planner

ABSENT: Rick Keane; Steve Leonard; Jeanne D. Minner, Director of Planning

Ms. Manejwala called the meeting to order at 7:00 p.m.

ACTION: Motion was made by Mr. Ginder to approve the minutes from the November 8, 2014 Planning Commission meeting. The motion was seconded by Mr. Thompson and unanimously approved.

FAIRHILL ENGINEERING, LLC REPRESENTING SUMMIT AT WALNUT HILL, SECTION 1, REVISED PRELIMINARY MAJOR SUBDIVISION PLAN, SINGERLY ROAD & KATIE LANE, TOWNHOUSE LOTS 57-64, TAX MAP 306, PARCELS 2125, P/O 2435 & P/O 2447, ZONED RO

Ms. Manejwala stated that Summit at Walnut Hill, Section 1 requested to be withdrawn from the meeting agenda.

RETTEW ASSOCIATES, INC. REPRESENTING DELMARVA SUBSTATION, MINOR SUBDIVISION PLAN, HIGH & BRIDGE STREETS, TAX MAP 310, PARCEL 2003, ZONED TC (TOWN CENTER)

Mr. David Miller of Rettew Associates, Inc. and Ms. Suzanne Lydzinski, Head of Real Estate Sales for PECO appeared to address this submittal. He noted that PECO has been working on this site and wish to subdivide the property from the substation in order to redevelop the site. The portion of the site with the substation cannot be redeveloped since it is an active substation location. This parcel has been recently rezoned to Town Center zoning. The substation parcel will be approximately 1/3 of an acre. The remaining parcel will be approximately 2 2/3 acres. Ms. Lydzinski stated that the subdivision is the final piece in order to redevelop this property.

Ms. Manejwala asked if they would choose to rezone the property. Ms. Lydzinski stated that they would leave the parcel as Town Center zoning. Ms. Lydzinski stated they will market the property according to what would be allowed in this zone.

Mr. Miller stated they have received minor comments from both the Town and KCI and the revisions have been made per those comments. Ms. Thomas added that the submission would be ready for recordation if approved.

Mr. Ginder inquired whether they had been approached by Mr. Christopher Bryan who owns the adjoining property. Ms. Lydzinski stated she had not been contacted. Mr. Thompson also confirmed that Mr. Bryan was interested in the possibility of selling his property.

Mr. Ginder asked if they had been in touch with State Highway regarding the entrance off of Bridge Street. Ms. Lydzinski said she has not been in touch currently but that contact will be done during the development process.

Ms. Manejwala entertained additional questions from the Board. Mr. Thompson asked if they foresee any particular development of the property. Ms. Manejwala entertained questions from the audience. There were none.

MOTION: Motion was made by Mr. Ginder to approve the Minor Subdivision Plan for the Delmarva Substation property. The motion was seconded by Mr. Thompson and unanimously approved.

PUBLIC HEARING – AMENDMENT 5-2014 TO TOWN OF ELKTON ZONING ORDINANCE, ARTICLE X - PERMISSIBLE USES, SECTION 7.2 - TABLE OF PERMISSIBLE USES, USE DESCRIPTION 9.300 MOTOR VEHICLE REPAIR AND MAINTENANCE, NOT INCLUDING BODY WORK & ARTICLE XII, SECTION 23

Ms. Thomas informed the Board that Amendment 5-2014 was an oversight during the adoption of the new Zoning Ordinance. This issue was brought to their attention and therefore they are making this recommendation.

Ms. Manejwala asked if this change would make any of the existing businesses nonconforming. Ms. Thomas stated that it would not cause any issue for the existing businesses.

Mr. Ginder inquired about the hours of operation for businesses as noted in Item #9. Ms. Thomas stated that this information is addressed in the Charter & Code. Mr. Ginder asked if it would not be reasonable to place it in this section as well. Ms. Thomas stated it could be added to this section.

Mr. Manejwala entertained questions or concerns regarding this amendment. There were none.

MOTION: Motion was made by Mr. Ginder to recommend adoption of Amendment 5-2014 to the Mayor & Commissioners reflecting the addition of starting business hours with regard to noise constraints as noted in the Charter & Code. The motion was seconded by Mr. Thompson and unanimously approved.

PUBLIC HEARING – AMENDMENT 6-2014 TO TOWN OF ELKTON ZONING ORDINANCE, ARTICLE XVI - SIGNS, SECTION 18 - PERMITTED SIGNS

Ms. Thomas stated that residential zones are only allowed a two (2) square foot sign. Whenever residential subdivisions are developed in Town they need to seek a variance to place a larger sign. This amendment would add a provision for residential subdivisions and residential commercial apartments. Ms. Manejwala asked about lighting for this type of signage. Ms. Thomas stated the Town allows ground lighting but no flood lights to illuminate the signage.

Mr. Ginder inquired about the columns on a monument sign and whether it is considered part of the square footage for the sign. Ms. Thomas stated that the columns/pillars would not be part of the square footage for the sign. Discussion ensued regarding size allowed. Ms. Thomas stated that overall size was not called out with regard to these particular signs. Something that might be appropriate for Route 40 might be out of scale for another area. This would be determined by the Building Official so that the scale would be similar to signage already existing in the area.

Discussion ensued regarding marquee signs and whether regulations should be added to this amendment verbiage. Ms. Manejwala stated she would like to see verbiage specific to marquee signs included in this section if it is not already contained in another part of the Ordinance.

Ms. Manejwala stated she would not be comfortable voting on this amendment before seeing the verbiage. Ms. Thomas and Mr. Brown stated if there are substantive changes and if they would like to review these prior to voting then the amendment vote can be tabled. It was determined that these regulations should be made to the amendment.

MOTION: Motion was made by Mr. Thompson to table Amendment 6-2014 back to staff to allow the inclusion of additional verbiage regarding regulations for marquee signs. Motion was seconded by Mr. Ginder and unanimously approved.

PUBLIC HEARING – AMENDMENT 7-2014 TO ELKTON SUBDIVISION REGULATIONS, ARTICLE IV - MAJOR SUBDIVISION APPROVAL, SECTION 2 - PRELIMINARY SUBDIVISION PLAT

Ms. Thomas stated this change was brought to their attention by an engineer when she asked whether adjacent property owners had been notified of their submittal to the Planning Commission. She stated they realized that one line of the previous regulations had been omitted during the changes and adopted to the Zoning Ordinance in 2013. It is simply being placed back into the regulations.

MOTION: Motion was made by Mr. Thompson to recommend Amendment 7-2014 to the Mayor & Commissioners as presented. Motion was seconded by Mr. Fordyce and unanimously approved.

OLD BUSINESS: Mr. Ginder and Mr. Thompson noted that leaves and debris along Elkton Boulevard and Williams Street were either not picked up or debris was left in the streets after most of the leaves were picked up.

Mr. Ginder suggested, as a courtesy, to provide an alternative date for the Planning Commission meetings if a quorum is not available for the regularly scheduled meeting date.

NEW BUSINESS: Ms. Manejwala addressed the Commission and stated that this would be her last meeting. Due to the distance she must travel she has decided to move closer to work and therefore would not be able to serve on the Commission. She voiced her appreciation for being able to serve on the Planning Commission and for the other members of the Commission and staff.

Mr. Thompson mentioned there was a new 'art place' on Main Street. He also wondered if there has been any discussion regarding new signs for the Town. Commissioner Jablonski stated she has spoken with a marketing company concerning new signs for the Town and they are also planning to update the signage which directs people to specific locations in Town.

The next meeting of the Planning Commission will be January 12, 2015. There being no further business Ms. Manejwala adjourned the meeting at approximately 7:27 p.m.

Respectfully submitted,

Brie Humphreys