

**TOWN OF ELKTON
PLANNING COMMISSION
FEBRUARY 11, 2013**

PRESENT: David Wiseman; Asma Manejwala; H. Fred Thomas, II; G. Edward Ginder; Commissioner Mary Jo Jablonski; Cameron A. Brown, Esquire; Jeanne D. Minner, Director of Planning; Theresa Thomas, Planner

ABSENT: Sue Whitaker; Brad Carrillo

Mr. Wiseman called the meeting to order at 7:00 p.m.

ACTION: Motion was made by Mr. Ginder to approve the minutes from the December 10, 2012 Planning Commission meeting. The motion was seconded by Ms. Manejwala and unanimously approved.

ELECTION OF OFFICERS:

MOTION: Motion was made by Ms. Manejwala to nominate Mr. David Wiseman as the Chair of the Planning Commission for the 2013 Fiscal Year. Motion was seconded by Mr. Ginder. The motion carried unanimously.

MOTION: Motion was made by Mr. Wiseman to nominate Ms. Manejwala as the Vice Chair of the Planning Commission for the 2013 Fiscal Year. Motion was seconded by Mr. Ginder. The motion carried unanimously.

FAIRHILL ENGINEERING, LLC REPRESENTING SUMMIT AT WALNUT HILL, PHASE I, EXTENSION OF FINAL MAJOR SUBDIVISION APPROVAL, SECTION 1, SINGERLY ROAD & KATIE LANE, TOWNHOUSE LOTS (1-23 & 25-28) AND OFFICE BUILDINGS (LOTS 29 & 30), TAX MAP 306, PARCELS 2125, P/O 2435 & P/O 2447, ZONED RO

Mr. John Mascari of Fairhill Engineering, LLC and Mr. Michael Davitt, Developer were in attendance to address this request. Mr. Mascari stated they are requesting an extension of the Final Major Subdivision Approval which was given initial approval in June of 2011 and an extension in March of 2012. At the last meeting they were awaiting State Highway's review of the project and received their comments shortly after that meeting. Due to the number of overlaps in the comments from the different departments at SHA they feel they need additional time to address these comment prior to recording the subdivision plat. They received the final SHA comment letter on 1/24/13. He stated that few comments from the Town of Elkton remain to be addressed and he is working to finalize the Erosion and Sediment Control plan.

Once all the comments are finalized, they plan to record the plat as soon as possible. The last letter from the Town of Elkton was received 2/7/13 and the comments which remain should be easy to address.

Ms. Manejwala requested clarification on the numbering of the lots. Mr. Mascari noted that Lot 24 was common open space around the cul-de-sac.

Mr. Wiseman questioned the soil conservation comments and Mr. Mascari stated he is currently working on those plans.

Ms. Manejwala asked about open space and a neighborhood park for this section. Mr. Mascari noted that a neighborhood park is provided in section 2 of this subdivision and the parks in the Walnut Hill Subdivision are

available to the residents in these sections as well. Ms. Minner noted that one of her outstanding comments was that signage be placed to alert residents to the neighborhood parks.

Mr. Wiseman entertained questions or comments from the audience. There were none.

MOTION: Motion was made by Mr. Ginder to approve a two year extension of the Final Major Subdivision Plan for Section 1 contingent upon addressing all outstanding comments. The motion was seconded by Mr. Thomas and unanimously approved.

Update of Zoning Ordinance

- Article XIII – Density & Dimensional Regulations (Text Only)
- Article XIV – Recreational Facilities & Open Space
- Article XVIII – Screening, Shading, Forest Conservation & Environmental Standards
- Article XIX - Amendments

Mr. Chris Rogers of URS was in attendance and reviewed changes to the above noted sections which were provided to him by the Building and Planning Department staff. Open space and neighborhood park requirements were addressed. Minor changes to fence locations were made to address specific issues which have required variances in the past in order to accommodate homeowners/residents.

Floating Zones were discussed as part of Article XIX specific to timeframe criteria.

The next sections to be reviewed will be overlay zones and it was noted that at the conclusion of the Zoning Ordinance review the focus will move to any changes required in the Zoning Maps.

2012 Annual Planning Report – Ms. Minner noted changes/clarifications to the planning report and called for a motion to approve.

MOTION: Motion was made by Ms. Manejwala to recommend approval of the 2012 Annual Planning Report. The motion was seconded by Mr. Thomas and unanimously approved.

OLD BUSINESS – Ms. Minner mentioned some activity on the Hertrich project noting that they will probably be in for the March meeting.

NEW BUSINESS – Ms. Minner informed the Board that Nowland Associates will be developing part of their property at Upper Chesapeake Corporate Center.

The next meeting of the Planning Commission is scheduled for March 11, 2013.

There were no additional items for discussion and Mr. Wiseman adjourned the meeting at 8:00 p.m.

Respectfully submitted,

Brenda Humphreys