

**TOWN OF ELKTON
PLANNING COMMISSION
MARCH 7, 2022
VIRTUAL MEETING MINUTES**

Present: Dave Wiseman; Keith Thompson; Art Blount; Lisa Blackson, Esquire; Jeanne Minner, Director of Planning; Nick Cannistraci, Planner

Absent: G. Edward Ginder; Rick Keane; William Muller

Mr. Wiseman called the meeting to order at 6:00 p.m. He stated the first item on the agenda is approval of the minutes from the February 7, 2022 meeting as written. There being no corrections from the Commission members Mr. Wiseman called for a motion.

MOTION: Motion was made by Mr. Thompson to approve the minutes of the February 7, 2022 Planning Commission meeting as written. The motion was seconded by Mr. Blount with the remaining Commission members voting as follows: Mr. Wiseman – Aye. The motion passed unanimously.

REQUEST OF KIMLEY-HORN & ASSOCIATES, INC., FINAL SITE PLAN, ESTES SHOP BUILDING, 201 CHESAPEAKE BOULEVARD, TAX MAP 033C, PARCEL 2340, LOT 4, AND ZONED BI (BUSINESS AND INDUSTRIAL)

John McGowan of Kimley-Horn & Associates, Inc. and Mr. Kevin Fitz of Estes Express Lines were in attendance to address this request. Mr. McGowan stated Estes Express Lines at 201 Chesapeake Boulevard is requesting Final Site Plan approval for a shop building and trailer storage parking expansion.

The project is located along Chesapeake Boulevard in the former Upper Chesapeake Corporate Center. He noted that Estes also owns the property at 201 Chesapeake Boulevard. The subject parcel is just under 27 acres and is currently zoned Business and Industrial (BI). He noted there are no wetlands, no flood plain or critical area on site.

Mr. McGowan stated they received approval in May of 2021 for a 29,500 sf building addition with LOD of 6 ½ acres. He stated they are moving through the construction process and anticipate the project being completed this year.

The project before the Commission tonight is Phase 2 and consists of just under 6 acres located on the northwestern side of the property. This area is existing open space and they are proposing to place an 11,500 sf shop building with 10 overhead doors. This shop building will be used for on-site repairs to the Estes vehicle fleet. He stated there is no proposed building expansion and therefore there will be no additional truck traffic except those coming in for repairs.

He stated they will be filling in the rest of the open space area on-site with a parking lot expansion for approximately 120 additional trailer spaces. Some of the site features they will be maintaining consists of the tree line and the property perimeter fencing. He stated the proposed building meets the setback requirements, height and lot coverage.

With respect to parking requirements, Mr. McGowan stated some additional parking spaces would be required, 4 spaces per bay. The total parking spaces required will be 132 spaces and they are providing 206 spaces, including 7 ADA parking spaces.

Mr. McGowan noted there was a shop building with parking on the original plans approved in 2003 which was never built out. The new plans move the shop building to the north of the parcel. He noted there were utilities stubbed out to this area as part of the original construction in 2003. There will be an oil/water separator for the drains in the shop building.

Mr. McGowan stated they will be providing a 45,000 cubic foot underground stormwater system to provide quantity and quality. He stated there will be no increase in stormwater runoff leaving the property with this project.

He presented a copy of the landscape plan and stated they will be providing additional plantings along the western Bufferyard as well as along the cul-de-sac on Chesapeake Boulevard to bring the site up to code.

He provided an overview of the required regulation approvals necessary and in process for the project which includes SWM, Cecil Soil Conservation, DPW, Singerly Fire Company, MDE NOI permit, Town building permit applications and Chesapeake Corporate Center – Architectural Review Board.

Mr. Wiseman opened the floor for Commission member comments. He asked about comment # 2 on the KCI comments dated February 24 regarding the underground stormwater location. Mr. McGowan noted that the original design had the stormwater management running diagonally across the site from northeast to southwest. They will be running it due west and then due south because they didn't want to lock the owner in if they wanted to do any future western expansion on the site. Mr. McGowan stated they would respond to KCI, they were simply waiting for KCI's stormwater comments since this change would be a part of those comments. Mr. McGowan stated that the only change is the location not the capacity.

Mr. Wiseman asked if the Town had any comments on this plan. Ms. Minner stated that she did not have any comments.

Mr. Wiseman entertained comments from the audience. There were no questions or comments from the audience.

MOTION: Motion was made by Mr. Thompson to approve the Final Site Plan for Estes Express Lines contingent upon addressing all outstanding comments. The motion was seconded by Mr. Blount with the remaining Commission members voting as follows: Mr. Wiseman – Aye. The motion passed unanimously.

REQUEST OF BOHLER ENGINEERING REPRESENTING SHEETZ, INC., PRELIMINARY SITE PLAN, 622 EAST PULASKI HIGHWAY, TAX MAP 033C, PARCEL 2462 AND ZONED C-2 (HIGHWAY COMMERCIAL)

Mr. Brandon Rowe of Bohler Engineering and Mr. John Eidberger of Sheetz, Inc. were in attendance to address this request. Mr. Rowe stated they are presenting the Preliminary Site Plan for the proposed Sheetz at 622 East Pulaski Highway. He stated the site is approximately 4.13 acres in the C-2 (Highway Commercial) zone and they are proposing a convenience store, car wash and fuel canopy. He stated the proposed construction meets all the required building setbacks.

He stated they are providing a right in and right out entrance to the property off of Commerce Center Drive as well as a right in and right out entrance off of Pulaski Highway. He addressed the circulation of customer vehicles and delivery trucks throughout the site. He addressed the locations of landscape

buffers on the property and noted the placement of a fence between their property and the residential property on the east side of the parcel.

Mr. Rowe stated they made a change to the landscaping since the Concept plan was submitted to add an additional landscape island around the building. This decreased the parking by two spaces in order to accommodate this change. He addressed the lighting plan and truck turning exhibit as well as the stormwater management plan. They are providing submerged gravel wetlands to address the water quality due to the incidence of high ground water. They are also proposing an underground retention facility to manage the storm events.

Mr. Rowe said he would be glad to answer any questions from the Commission members. Mr. Wiseman inquired about the Traffic Impact Study. Mr. Rowe stated it is being finalized addressing the Town and KCI's comments and will be resubmitted this week. Mr. Wiseman asked about the wetlands permit. Mr. Rowe stated that has been authorized and they will provide a copy to the Town and KCI.

Mr. Wiseman asked if the fencing discussed is vinyl fencing. He asked Ms. Connor if the fencing provided at the Rite Aid location was vinyl fencing. Ms. Connor stated it is 8' vinyl fencing. Mr. Eidberger stated they would be willing to provide 8' vinyl fencing on their property as well.

Mr. Wiseman asked Ms. Minner if she had any other comments. Ms. Minner asked where the fire hydrant is located. Mr. Rowe stated there is a fire hydrant on the opposite side of Commerce Center Drive. Ms. Minner noted the regulations for fire hydrants to be no further than 300 feet. Mr. Rowe stated they could put one along Route 40 if necessary to meet the code. Ms. Minner asked Mr. Koenig of KCI if he had any concerns about the location of the fire hydrant. Mr. Koenig said he would make a note of it and confirm it prior to Final Site Plan submittal.

Ms. Minner asked Ms. Ann Connor if she had any comments since she noted she was having trouble hearing the conversation on the Zoom link. Ms. Connor stated she had received a letter stating that none of the plans would be available online. Ms. Minner told her that the plans are in fact online on the Town's website and once she had a chance to review them Ms. Minner would be glad to address any questions she might have. She asked for confirmation that the fence would be an 8' vinyl fence between her property and the Sheetz property. Mr. Rowe brought up the landscape plan that showed where the fencing/landscaping would be located between the two properties.

Ms. Connor asked about the lighting on the site. Mr. Rowe stated they have provided a lighting plan and there would be no light spillover onto adjoining properties.

Ms. Connor asked if the fuel being provided at the site would be regular fuel rather than diesel fuel. Mr. Rowe explained that there will be diesel fuel pumps but it is low flow diesel fuel for vehicles only, not for trucks.

Mr. Wiseman entertained other questions from the audience. There were no other questions from the audience.

MOTION: Motion was made by Mr. Blount to approve the Preliminary Major Site Plan for Sheetz, Inc. contingent upon addressing all outstanding comments and with the addition of an 8' vinyl privacy fence along the Connor's property line. The motion was seconded by Mr. Thompson with the remaining Commission members voting as follows: Mr. Wiseman – Aye. The motion passed unanimously.

REQUEST OF LESLIE BLACKBURN, III, FOR A HOME OCCUPATION. THIS ACTION CONCERNS PROPERTY LOCATED AT 706 DELAWARE AVENUE, ELKTON, MARYLAND, TAX MAP 033C, PARCEL 2244 AND ZONED C-2 (HIGHWAY COMMERCIAL)

Mr. Leslie Blackburn, III was in attendance to address this request. He stated he is requesting to use his property at 706 Delaware Avenue for genealogy services. He stated he will be using approximately 25% of the house square footage for the business which will be called Tap Root Genealogical Services. He said he will have clients come to the office. He noted that the previous owner had an insurance office.

Mr. Wiseman asked if he would have a sign. Mr. Blackburn said he will probably have a sign but would abide by the Town code requirements. Mr. Blount asked if he lives at this property. Mr. Blackburn stated that he does live there. Mr. Thompson asked about parking for clients. Mr. Blackburn stated there is enough off street parking for 15 vehicles.

Mr. Wiseman commended Mr. Blackburn for going through this process and addressing all the conditions for the home occupation. He stated that there are probably a number of people in Town running businesses out of their homes but they have not come before the Town for permission. Mr. Wiseman asked him to give a summary of the services he provides. Mr. Blackburn stated he does genealogical research, family trees, pedigree charts, he does some DNA testing and writes family narratives. He stated he has received certification for genealogical services. He noted that Mike Dixon is the only other person that he is aware of, in the area, who is certified.

Mr. Wiseman entertained questions from the audience about the home occupation. There were no questions from the audience.

MOTION: Motion was made by Mr. Thompson to approve the home occupation request for Mr. Leslie Blackburn, III at 706 Delaware Avenue. The motion was seconded by Mr. Blount with the remaining Commission members voting as follows: Mr. Wiseman – Aye. The motion passed unanimously.

OLD BUSINESS: None

NEW BUSINESS: Ms. Minner reviewed amendments which are being requested for the PUD section of the Ordinance. She stated she wanted the Commission members to have time to look over the requested amendments prior to their placement on the agenda.

The Planning Commission asked for the representatives of Southfields to appear before their board to explain their reasoning and necessity for the changes to the PUD section of the Ordinance.

There being no further items to discuss Mr. Wiseman stated the next meeting of the Planning Commission will be on April 11, 2022 and adjourned the meeting at 7:03 p.m.

Respectfully submitted,

Brie Humphreys