

**TOWN OF ELKTON
PLANNING COMMISSION
APRIL 8, 2019
MINUTES**

Present: Dave Wiseman; G. Edward Ginder; Keith Thompson; Rick Keane; Art Blount; David Beste, Esquire; Jeanne Minner, Director of Planning

Absent: William Muller

MOTION: A motion was made by Mr. Ginder to approve the minutes of the March 11, 2019 Planning Commission meeting as written. The motion was seconded by Mr. Thompson and unanimously approved.

REQUEST OF JOHN FELLOWS REPRESENTING TERUMO MEDICAL CORPORATION, FINAL MINOR SITE, LANDSCAPE AND LIGHTING PLANS, EAST PLANT PARKING ADDITION, 950 ELKTON BOULEVARD, TAX MAP 310, PARCEL 2181 AND ZONED BI (BUSINESS INDUSTRIAL)

Mr. John Fellows of Duffield Associates, as well as Mr. Jerry Madden and Mr. Don Notigan of Terumo were in attendance to present this request. Mr. Fellows gave a summary of the main reasons for the parking addition. He noted that Terumo is growing and has hired 150 new associates in the past few years. This increase has resulted in the need for Terumo to lease space on the west side of Blue Ball Road for additional employee parking. Since the production staff works on a three shift change it causes issues with the number of parking spaces. The proposed parking addition will be able to handle the flow from shift changes.

The new plan will entail 447 parking spaces on the west side of the existing plant connected with a sidewalk and a small vestibule added to the existing building. The administrative staff and visitors will still use the existing smaller parking lot.

In order to control the increase in stormwater runoff they are proposing a series of micro bioretention areas designed to control quantity as well as quality for stormwater. There is no public water or sanitary sewer proposed for this improvement.

Mr. Fellows stated they have submitted an erosion and sediment control plan to Cecil Soil and have received conditional approval. They have also submitted plans to the Town which have been approved and all comments have been addressed. KCI has reviewed the stormwater plan and they have given their approval for those plans. State Highway Administration has given conditional approval for an entrance plan.

Mr. Wiseman asked if the entrance proposed would be the only entrance/exit for the parking lot. Mr. Fellows confirmed it is the only one. There were questions about fencing around the parking lot and it was determined that since they have their own security, fencing would not be needed and neither would any type of signaling device be necessary. Accel and decel lanes will be provided.

Mr. Fellows stated that comments regarding the Landscape plan would be addressed in response to Ms. Minner's question.

It was noted that at shift change there will be safety employees directing traffic for associates and pedestrians. Discussion ensued regarding traffic issues at shift change.

There was a question as to whether signage showing employee parking was posted. Mr. Madden stated they would prefer not to differentiate due to the fact that people use the parking area for the ballfields also. There are parking spaces designed for visitors.

Mr. Wiseman asked if there were any additional comments from either the Town or KCI. Mr. DeLorimier stated they had no issues with the remaining comments from KCI.

There was discussion regarding making a drive aisle from the two parking lots. Mr. Madden stated at this time vehicles at the administration building entrance have to exit onto Elkton Boulevard in order to access the proposed parking area but they are hoping to update the landscaping area between the two lots in the future.

Mr. Keane questioned whether the mature tree size is considered when determining what landscaping trees to place in which areas. Mr. Fellows provided examples of proposed trees which would address those concerns. There was discussion regarding possible tree replacement and also suggestions for addressing the size of trees through root barrier fabric, etc. It was noted that any changes to the Landscape Plan would have to come back for approval from the Town.

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

MOTION: Motion was made by Mr. Ginder to approve the Final Minor Site, Landscape and Lighting Plans for Terumo East Plant Parking Addition contingent upon addressing all outstanding comments. The motion was seconded by Mr. Thompson and unanimously approved.

OLD BUSINESS: Ms. Minner noted that both Dunkin Donuts and the Elkton Housing Authority had submitted for the May meeting. There were questions regarding the status of the Dollar General and Mini-warehouses and the related sidewalks along Bridge Street. Ms. Minner stated she would check with Mr. George regarding sidewalks along Bridge Street.

There was discussion of the train station, the intersection needing to be upgraded at MD213/US40, the Delaware Avenue pedestrian bridge and the Old George's restaurant property.

Discussion ensued regarding the MML workshops for Planning and the APA conference which Ms. Minner would be attending in April. Ms. Minner suggested other meetings in which the Commission members might want to be involved such as the Maryland Planning Commission Association meetings. She asked any members who were interested to let her know and she would add it to her budget so that they could attend.

Planning Commission

April 8, 2019

Page 3 of 3

NEW BUSINESS: Ms. Minner stated that at the May meeting the Annual Report would be presented.

Discussion continued as to whether more than one Commission member could attend the next Mayor & Commissioners meeting. It was determined that only Mr. Ginder would be available to attend that meeting.

Mr. Wiseman noted that the next meeting of the Planning Commission is May 6, 2019. There being no further business to discuss Mr. Wiseman adjourned the meeting at 7:34 p.m.

Respectfully submitted,

Brie Humphreys