

Minutes of the November 19, 2008 Planning Commission

Meeting called to order at 6:00 P.M. by Chairman Toby Gearhart. Planning Commission members Martin Sokolich, Margaret Haven, and Mickey Newport were present. The following were also in attendance: Joe Mangini, Town Manager; Missy Vanskiver, Asst. Clerk; Tommy Rhodes, Queenstown Bank; Tom Davis, DMS & Assoc.; Joseph Skinner, Skinner & Assoc.; Archie Carroll; Rick Schwab; Howard Johnson, Eat Inc.; Shane Johnston, Johnston & Assoc.; and Nancy Gearhart.

Approval of the Minutes

A motion to approve the minutes of October 22, 2008 was made by Martin, seconded by Margaret, unanimously approved.

Margaret asked about the cost of the Comprehensive Plan. Joe stated that the cost is \$10,000. Margaret asked if the town is paying \$8,000 and the state is paying \$2,000. Joe said that the town will pay \$5,000 and the remaining \$5,000 will be paid by a grant from Coastal Communities.

Town Manager's Report

Joe stated that two of the permits included on the list are on the agenda for review and approval, and that there are no changes to the WWTP Capacity Management Report.

Development Projects - There is nothing new to report on the projects, except that Steve Horne (Elm Street Development) would like to attend the meeting in December to discuss changes to the Ridgely Park subdivision plans.

Capital Projects – Recently, the first progress meeting was held for Phase I of the WWTP upgrade.

Water Storage Tank – Caroline County will likely soon be able to deed approximately $\frac{3}{4}$ acre to the town for the water storage tank.

Rails to Trails – JOK Walsh is trying to save the rails between Cow Barn Road and Central Avenue because he says they have historical value; In order to make that possible the trail would need to be redesigned. Joe said that the decision needs to be made by the Commissioners. Joe referenced the lease between MDOT and DNR, and the sub-lease to the town. Nancy stated that JOK Walsh wants Joe to write a letter to MHT requesting an opinion on the historical value of the rails. There was some discussion.

Public Safety Building – This project is currently on hold.

Railroad Station Renovation – The grant application has been completed and submitted; an answer won't be available until early 2009.

Telephone Building Project – This project is still under way.

New Business

Building Permit Application/Red Brick Pizza – Howard Johnson provided an overview of Red Brick Pizza and the proposed interior renovations at 204 E. Sixth Street, Unit B. There was discussion. A motion to approve the interior building permit was made by Mickey, seconded by Martin, unanimously approved. A motion to approve the sign permit was made by Margaret, seconded by Mickey, unanimously approved.

Building Permit Application/Queenstown Bank – Tom Rhodes, Tom Davis, and Joe Skinner provided information and drawings for the interior renovations at 204 E. Sixth Street, Unit D. There was some discussion. A motion to approve the interior building permit was made by

Martin, seconded by Margaret. There was discussion about the sign, even though a building permit had not yet been submitted. A motion to approve the sign permit was made by Mickey, seconded by

Building Permit Application/Kiddie Kastle – There was some discussion and a motion for preliminary approval of the sign was made by Margaret, seconded by Mickey, unanimously approved.

Old Business

Toby mentioned the fence between the cemetery and 204 E. Sixth Street. Joe said that Mr. Brodie will be given 45 days to complete the fence.

Cow Barn Façade Easement – Shane Johnston presented and reviewed the Façade Easement for the Cow Barn property. There was some discussion. Joe asked if there had been any differences or changes to the easement since the first version. Shane said there had been changes, but they were minimal changes to the text, and were mostly for ‘housekeeping’ purposes. One change dealt with the specifics (metes and bounds) of the map; the map referenced is not an official survey map. Margaret mentioned Article 12 (Grantor’s Insurance) and asked if there was something that could be included to make sure that insurance coverage isn’t only in the beginning. She asked if it would be possible to get a copy of the insurance certificate/policy on a regular, possibly annual, basis. She also stated her concerns about Article 15 (Condemnation and Extinguishment); Shane said that a façade easement only deals with the exterior of the building. Margaret asked about the first and last sentences in Section 15.3. Shane said he would simplify and clarify that section. There was additional discussion. A motion to recommend the resolution with the amendments to Articles 2, 12 and 15.3, and the insurance addition was made by Martin, seconded by Mickey, unanimously approved.

Comprehensive Plan – Shane discussed the next steps in the Comprehensive Plan process. The Comprehensive Plan has been provided to the Planning Commission members as a PDF file. Shane recommended paying attention to the critical chapters: Land Use, Community Facilities, Municipal Growth, Water Resources Element, and Implementation. There was some discussion.

Nancy asked about the fence by the cemetery. Toby stated that Mr. Brodie would have 45 days to complete the fence. Joe stated that a letter would be sent to Mr. Brodie this week.

Adjournment

A motion to adjourn was made by Margaret, seconded by Martin. Meeting adjourned at 7:43.

Sincerely,

Missy Vanskiver
Asst. Clerk