



City of Salisbury – Wicomico County

DEPARTMENT OF PLANNING, ZONING AND COMMUNITY DEVELOPMENT
P.O. BOX 870
125 NORTH DIVISION STREET, ROOMS 203 & 201
SALISBURY, MARYLAND 21803-4860
410-548-4860
FAX: 410-548-4955



JACOB R. DAY
MAYOR

JULIA GLANZ
CITY ADMINISTRATOR

BOB CULVER
COUNTY EXECUTIVE

R. WAYNE STRAUSBURG
DIRECTOR OF ADMINISTRATION

MINUTES

The Salisbury-Wicomico Planning and Zoning Commission met in regular session on August 22, 2019, in Room 301, Council Chambers, Government Office Building, with the following persons in attendance:

COMMISSION MEMBERS:

Charles "Chip" Dashiell, Chairman
Scott Rogers
Mandel Copeland
James McNaughton
Jack Heath
Jim Thomas

CITY/COUNTY OFFICIALS:

Anne Roane, Infrastructure and Development Dept.
Henry Eure, Infrastructure and Development Dept.
Brian Wilkins, Infrastructure and Development Dept.
Jessica Budd, Infrastructure and Development Dept.
Jimmy Sharp, Infrastructure and Development Dept.

PLANNING STAFF:

Keith Hall, Deputy Director, Wicomico County Planning, Zoning, and Community Development
Marilyn Williams, Technical Review, Wicomico County Planning, Zoning, and Community Development
Gloria Smith, Acting Recording Secretary

The meeting was called to order at 1:30 p.m. by Mr. Dashiell, Chairman.

MINUTES: Upon a motion by Mr. Rogers, seconded by Mr. Thomas, and duly carried, the minutes from the July 18, 2019 meeting were **APPROVED** as submitted.

COUNTY SUBDIVISION PLATS: (M. Williams)**Kaywood, Sec. 13****Crawford Drive – Revised Final Plat - 7 Lots – M-39, G-19, P-407 & 410**

Ms. Marilyn Williams and Mr. Brock Parker came forward and summarized the Staff Report explaining the applicants are seeking approval for a Revised Final Plat for a subdivision that was originally granted Final Plat approval in 2015 with 13 Lots. Since that time, the economy has changed and the developer has decided that it is not cost effective to build the remainder of Crawford Drive.

Ms. Williams explained that instead they plan to build a cul-de-sac with the seven lots around it. The stormwater management plan has been submitted. Almost four years ago, the Department received a letter from the U.S. Postal Service that cluster mailboxes would now be required. A letter will be required from the USPS if individual delivery is going to be permitted. Staff recommended approval of the plat.

Mr. Parker explained that it is a stoned cul-de-sac now for a temporary turn-around. The bank decided to maximize value and minimize costs. Previously, there were complaints about the road.

Mr. Dashiell asked if the road would continue and connect. Mr. Parker pointed out the area on the Plan.

Mr. Dashiell asked about the original lots. Mr. Parker explained that there would be a different configuration for the seven lots. He explained where Kirk Kinnamon had built his home and the excess land area would become part of his lot for horses.

Mr. Dashiell asked about pipestem lots. Ms. Williams explained the frontage required on a cul-de-sac for the lots. Mr. Parker added that the front setbacks had been adjusted.

Ms. Dashiell asked about the boundary line adjustment for Lot 5. Ms. Williams explained that they are gaining a little land.

Mr. Dashiell asked about other developed lots. Mr. Parker explained that Lots 6, 7, and 4A had houses on them.

Upon a motion by Mr. Rogers, seconded by Mr. Thomas, and duly carried, the Commission **APPROVED** the Revised Final Plat for Kaywood, Sec. 13, subject to the following Conditions:

CONDITIONS OF APPROVAL:

1. The Final Plat shall comply with all requirements of the Wicomico County Subdivision Regulations.
 2. Health Department approval is required prior to the recordation of the Final Plat.
 3. The Final Plat shall comply with all requirements of the Chesapeake Bay Critical Areas Program.
 4. Final approval of the stormwater management plan by the Department of Public Works is required prior to recordation of the Final Plat.
 5. Improvements Construction Plans shall be submitted to and approved by the Public Works Department prior to the recordation of the Final Plat.
 6. All lots will become members of the Section 11 Homeowners Association. Evidence of current Homeowners Association entity must be provided and a Revised Covenants and Restrictions document including Section 13 lots in the Homeowners Association shall be recorded in the Land Records of Wicomico County prior to the recordation of the Final Plat.
 7. A deed conveying the current stormwater management parcel to the Homeowners Association shall be recorded in the Land Records for Wicomico County prior to recordation of the Final Plat. The Homeowners Association will be responsible for maintenance of all stormwater facilities.
 8. A deed of Forest Conservation Easement and long-term management agreement shall be recorded in the Land Records for Wicomico County prior to recordation of the Final Plat.
 9. A cluster mailbox pad with adequate access is to be constructed outside of all easement areas and in accordance with U.S. Postal Service requirements, or, a letter from the local USPS office confirming individual mail delivery is required prior to the recordation of the Final Plat.
 10. This approval is subject to further review and approval and conditions imposed by the Planning and Zoning and Public Works Departments.
-

Jeffrey L. Garnett**Cottman Road - Final Plat - 1 Lot – M-66, G-5, P-25**

Ms. Marilyn Williams summarized the Staff Report explaining the applicants are seeking Final approval for one lot to be conveyed to their son.

She explained that this is an active farming and poultry operation but this is the fourth and final lot to be created out of the original tract. The parent tract has sufficient remaining acreage to meet the 1 per 15 requirement.

Mr. Dashiell asked about the previous lots. Ms. Williams explained their locations including the stormwater management parcel for Passerdyke Subdivision.

Upon a motion by Mr. Rogers, seconded by Mr. Heath, and duly carried, the Commission granted Final Plat **APPROVAL** for Jeffrey L. Garnett, subject to the following Conditions:

CONDITIONS OF APPROVAL:

1. The Final Plat shall comply with all requirements of the Wicomico County Subdivision Regulations.
2. Health Department approval is required prior to the recordation of the Final Plat.
3. The Final Plat shall comply with all requirements of the Chesapeake Bay Critical Areas Program.
4. A 50% Open Space set aside must be established and a deed of Open Space Easement shall be recorded in the Land Records for Wicomico County prior to recordation of the plat.
5. This approval is subject to further review and approval and conditions imposed by the Planning and Zoning and Public Works Departments.

FINAL COMPREHENSIVE DEVELOPMENT PLAN – Westwood Self Storage – West Road – Westwood Commerce Park PDD #2 - #18-011 – M-29, G-13, P-375 , L-3 (B. Wilkins)

Mr. Scott Rogers recused himself from this case.

Mr. Steve Fuller and Mr. Chris Davis came forward. Mr. Wilkins noted that an amended Staff Report had been distributed which modified the Conditions and removed Conditions #1 and 2. He summarized the Staff Report and explained the applicants are seeking Revised Plan approval for this site in Westwood Commerce Park PDD #2.

Mr. Fuller noted that they had received architectural plans and other information for the submission. They did not have Sign details yet.

Mr. Fuller explained that he had received an email this morning from the State Highway Administration regarding the stormwater management plans. The Plans have been approved and will be wrapped up in 5-10 days.

Mr. Davis commented that they were ready to get started once all of the plans are approved. They would like to begin construction in September and are trying to get started before winter weather beings. He discussed the building colors.

Mr. Dashiell asked about refuse disposal.

Mr. Eure commented that they wanted to make the requirements clear. Most storage facilities do not have refuse disposal, but if it is provided, it must be screened.

Mr. Fuller and Mr. Davis explained that they would probably have a rollout container for the office. They did not want to have to dispose of couches for unit renters. They had experienced that with another facility.

Upon a motion by Mr. Thomas, seconded by Mr. Heath, and duly carried, the Commission granted **APPROVAL** of the Revised Final Comprehensive Development Plan for Westwood Self Storage with the revised conditions in the Staff Report as submitted.

FINAL COMPREHENSIVE DEVELOPMENT PLAN – Beaglin Mini Storage – Emmanuel Wesleyan Church/Cox Opportunities LLC – Beaglin Park Drive – Lt. Bus. and Institutional District - #19-025; M-38, P- p/o 2579, G-17, (B. Wilkins)

Mr. Brock Parker of Parker & Associates came forward. Mr. Brian Wilkins explained that a Final Comprehensive Development Plan has been submitted for construction of 203 storage units on this site.

Mr. Parker explained that this is an odd-shaped property and they did all they could with the setbacks. He discussed the landscaping. Delmarva Power does not want landscaping within the power right-of-way.

He explained that the entrance would be paved and then the remainder of the site would be stoned. He also explained the stormwater management.

Mr. Parker explained the proposed fencing for the site. There will be 6 ft. fencing all around. The Code limits fencing in the front to 4 ft. There will be black iron fencing then it will transition to chain-link.

Ms. Roane asked if it would be black chain link fencing. Mr. Parker responded that it would be black if it is conditioned for that.

Mr. Dashiell asked if the fence will intrude into the setback. Mr. Parker pointed to the plans and explained the fencing locations. He also pointed out the landscaping and the landscaping in the bio-retention areas, which is not suitable for a screen.

There was discussion regarding the black vinyl coated fencing.

Upon a motion by Mr. Rogers, seconded by Mr. Heath, and duly carried, the Commission granted **APPROVAL** of the Final Comprehensive Development Plan for Beaglin Mini Storage with the conditions in the Staff Report and the addition of Condition #5 regarding installation of black vinyl coated chain link fencing.

PRELIMINARY COMPREHENSIVE DEVELOPMENT PLAN – 7-Eleven Convenience Store & Gas Station – Westwood Development, LLC & Core Acquisitions, LLC – Naylor Mill Rd & Westwood Dr. – Westwood Commerce Park PDD #2 - #18-022; M-28, P- 263, (A. Roane)

Mr. Tim Flannigan, Development Manager, Core Acquisitions, LLC and Mr. Dave Kuklish, Bohler Engineering came forward. Ms. Anne Roane explained that a Preliminary Comprehensive Development Plan has been submitted for development of this site with a 7 Eleven Convenience store with a gas island and canopy. The Staff recommends Preliminary Plan approval.

Mr. Kuklish discussed the Plan. State Highway Administration is reviewing the stormwater management plan. There was discussion about a striped island proposed to allow tractor trailer movement for deliveries. There was discussion about the Code requirements and parking. Continuation of the pedestrian sidewalk on Naylor Mill Road was discussed.

Mr. Flannigan explained that they were excited to bring this 7 Eleven to Salisbury. 7 Eleven has improved their proto-type store.

Ms. Roane asked if there were any others in Maryland.

Mr. Flannigan responded no, but explained that they were working on a location in Berlin. This project is ahead of the Berlin one.

Mr. Heath asked about the impervious surface. Mr. Kuklish quoted the statistics.

Mr. Thomas asked about dumpsters. Mr. Kuklish pointed out the location and also explained the color drawings.

Mr. Dashiell commented the exterior looks very different and asked if it was a larger store. Mr. Flannigan discussed the façade.

Mr. Rogers suggested scratching the comment in the report regarding impervious surface.

Upon a motion by Mr. Rogers, seconded by Mr. Thomas, and duly carried, the Commission granted **APPROVAL** of the Preliminary Comprehensive Development Plan for 7 Eleven at Westwood Commerce Park with the remaining conditions in the Staff Report as submitted.

ADMINISTRATIVE ITEM – September Meeting

Mr. Hall noted that the Commission would be back on the regular meeting schedule in September and the meeting would be September 19.

There being no further business, the Commission meeting was adjourned at 2:19 p.m. by Mr. Dashiell.

This is a summary of the proceedings of this meeting. Detailed information is in the permanent files of each case as presented and filed in the Salisbury-Wicomico County Department of Planning, Zoning, and Community Development Office.


Charles "Chip" Dashiell, Chairman


Lori A. Carter, Director


Gloria Smith, Acting Recording Secretary