



City of Salisbury – Wicomico County

PLANNING AND ZONING COMMISSION
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CITY ADMINISTRATOR
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DIRECTOR OF ADMINISTRATION

MINUTES

The Salisbury-Wicomico Planning and Zoning Commission met in regular session on July 16, 2020, via WebEx teleconference, with the following persons participating:

COMMISSION MEMBERS:

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

PLANNING STAFF:

Anne Roane, Infrastructure and Development Dept.
Henry Eure, Infrastructure and Development Dept.
Brian Wilkins, Infrastructure and Development Dept.
Keith Hall, Deputy Director, Wicomico County Planning, Zoning, and Community Development
Brian Soper, Planning Services Manager, Wicomico County Planning, Zoning, and Community Development
Jesse Drewer, Planner II, Wicomico County Planning, Zoning, and Community Development
Marilyn Williams, Land Development Coordinator, Wicomico County Planning, Zoning, and Community Development
Melissa Cassimore, Recording Secretary, Wicomico County Planning, Zoning, and Community Development

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

Chairman Dashiell announced in response to the COVID-19 crisis and in an effort to promote the health, safety, and general welfare of the public this meeting is being conducted via teleconference call. He proceeded with

thanking County and City Staff for assisting with making the teleconference possible. Also, Chairman Dashiell welcomed the public that may be joining on the call. He stated no matters before the Commission are public hearings, but the public will be given an opportunity to speak on each item being presented.

Mr. Hall conducted a roll call of Commission members participating on the call, as well as City and County staff. Mr. Hall announced a quorum of Commissioners was achieved for the meeting. Chairman Dashiell requested Mr. Hall to provide a brief overview of procedures and tips for conducting a teleconference meeting. Mr. Hall presented the house keeping procedures, which included participants and applicants placing phone on mute, announce name prior to speaking, conducting individual roll call for Commissioner comments and votes on items. With no questions, Mr. Hall turned the meeting over to Chairman Dashiell.

MINUTES: The minutes from the June 18th meeting were brought forward for approval. Upon a motion by Mr. Rogers, seconded by Mr. Thomas, and duly carried, the minutes from the June 18, 2020 meeting were **APPROVED** as submitted. Mr. Heath abstained from the vote due to his absence from the meeting.

REVISED PRELIMINARY COMPREHENSIVE DEVELOPMENT PLAN APPROVAL & WELLHEAD PROTECTION SITE PLAN APPROVAL – The Crossing at Summit Pointe (F.K.A. Farlow Fields) – Farlow Fields, LLC rep. by Vista Design – Beaglin Park Drive – R-10A Zoning - #19-038; M-38, G-12, P-110, 295 and 429 (B. Wilkins)

Chairman Dashiell confirmed Mr. Brian Wilkins, Mr. Steve Engel of Vista Design, Mr. Brian Zollinger, and Mr. Henry Mast of Bay Developers were on the call.

Mr. Wilkins presented the Staff Report and stated the applicant is proposing 209 townhouse units on 3 parcels totaling approximately 35 acres. The project will include public roads and public water/sewer. Applicant has provided a narrative and a site plan including existing and proposed conditions. Mr. Wilkins provided a brief history of the property.

Staff recommends approval with the following nine (9) conditions:

1. Review and acceptance of a dedicated landscaping plan;
2. Approval of detail sign plan prior to issuance of building permit;
3. Building elevations to be submitted prior to Final plan approval;
4. Submit Community Impact Statement, Statement of Intent to Proceed, Financial Capability and Development Schedule prior to final plan approval;

5. Site Work and Storm Water Management shall be subject to further review and approval by Salisbury Department of Infrastructure & Development;
6. Address any Fire Marshall requirements;
7. Address Forest Conservation requirements;
8. Address any concerns of WCBOE prior to final approval; and
9. Provide a traffic study for the project.

Chairman Dashiell asked the representatives if they had any comments.

Mr. Engel stated the goal of the site plan was to consolidate the open space areas and to maximize the green space areas. The perimeter would be used for storm water management, forest conservation, and landscaping with the interior green spaces used for small parks for the community. No objections to the staff comments except for the need to provide a traffic study. Mr. Engel further discussed with the exception of the property to the north, all surrounding areas were developed or are being developed currently. Mr. Engel asked for further clarification on what the desired outcome the traffic study would provide.

Chairman Dashiell asked Mr. Wilkins if he would address the comment.

Ms. Roane stated the projects are reviewed collectively and it is routinely asked for traffic studies to be provided. The addition of 209 units will impact the traffic in the area and a study will provide the necessary information needed to ensure proper signaling, acceleration and deceleration are addressed.

Mr. Mast asked if a traffic study could be piggy backed to a more recent development for example the one built on the south side of Old Ocean City Highway.

The conversation continued between City staff and Developer in reference to a traffic impact study.

Chairman Dashiell suggested this conversation would be best between the City staff and the developer.

Chairman Dashiell asked if Mr. Zollinger had any questions or comments.

Mr. Zollinger did not have any questions or comments.

Chairman Dashiell asked if Mr. Mast or Mr. Engel had any other questions or comments.

Mr. Mast had none.

Mr. Engel had none.

Chairman Dashiell asked Mr. Hall to conduct a roll call of Commissioners for questions and comments.

Dr. McNaughton confirmed no questions or comments.

Mr. Thomas confirmed no questions or comments.

Mr. Rogers confirmed no questions or comments.

Mr. Copeland confirmed no questions or comments.

Mr. Heath confirmed no questions or comments.

Chairman Dashiell had no questions or comments.

Chairman Dashiell asked if the public had any questions or comments. There were none.

Upon a motion by Mr. Rogers to approve the Preliminary Comprehensive Development Plan / Wellhead Protection Plan for The Crossing at Summit Pointe with the nine (9) conditions listed in the Staff Report. The motion was seconded by Mr. Heath. Chairman Dashiell requested Mr. Hall to conduct an individual roll call vote of Commission members. All Commissioners individually voted in the affirmative. Chairman Dashiell stated the motion for the Revised Preliminary Comprehensive Development Plan / Wellhead Protection Plan was approved.

COUNTY SUBDIVISION PLATS – Preliminary/Final Plat – 8663 Memory Garden Lane – 2 lots – Hollie K. Seaton - M-19, P-23, G-14 (M. Williams)

Ms. Marilyn Williams confirmed being on the conference call. Ms. Williams stated in the provisions a property in the A1 zone any remaining lands that are less than 15 acres has to go before the Planning Commission. Ms. Williams further discussed that is only after the first three (3) lots are subdivided out. Ms. Williams stated this property did not need Planning Commission approval since it consists of two (2) lots and the second is less than fifteen (15) acres.

Chairman Dashiell confirmed the Hollie K. Seaton subdivision was withdrawn.

Ms. Williams confirmed.

STAFF COMMENTS:

Chairman Dashiell thanked Commission members for their participation to make this meeting a success during this unusual time. Chairman Dashiell looks forward to meeting again in person to move the business of the City and County forward.

Ms. Roane thanked County Staff for setting up the teleconference. Ms. Roane is not certain if they will have anything for the August meeting, however in September they will have an update to the Zoning Ordinance rewrite.

Mr. Hall encouraged everyone to stay safe and enjoy the summer with the best opportunities possible under the current circumstances.

The next Commission meeting will be August 20th.

There being no further business, the Commission meeting was adjourned at 2:07 p.m. by a motion from Mr. Rogers and seconded by Mr. Thomas, and duly carried by all members.

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 Wicomico County Department of Planning, Zoning, and Community Development Office.



Charles "Chip" Dashiell, Chairman



Lori A. Carter, Director



Melissa Cassimore, Recording Secretary