

**AS AMENDED ON JANUARY 11, 2021
ORDINANCE NO. 2640**

AN ORDINANCE OF THE CITY OF SALISBURY, MARYLAND, PURSUANT TO CHAPTER 17.228 OF TITLE 17, ZONING OF THE SALISBURY MUNICIPAL CODE AND SECTION 4-101 ~~4-102~~ OF THE LAND USE ARTICLE OF THE ANNOTATED CODE OF MARYLAND FOR THE PURPOSE OF AMENDING SECTION 17.212.030, TO ALLOW A MEDICAL OFFICE/CLINIC AS A PERMITTED USE WITH A SHOPPING CENTER.

WHEREAS, the ongoing application, administration and enforcement of Title 17, Zoning of the Salisbury Municipal Code, demonstrates a need for periodic review, evaluation and amendments that will keep Title 17 current; and

WHEREAS, the Mayor and City Council may amend Title 17, Zoning, of the Salisbury Municipal Code, pursuant to the authority granted by MD Code, Land Use, § 4-101, et seq. and in accordance with specific provisions of Chapter 17.228, Amendments and Rezoning of Title 17, Zoning; and

WHEREAS, the Mayor and City Council requested that the Salisbury Planning and Zoning Commission periodically review Title 17 in light of existing procedural practices and input from the City Council and members of the public; and

WHEREAS, Immunotek Bio Centers submitted an application to amend the text of Chapter 17.212 (Shopping Centers), to add “Medical Office/Clinic.” as a permitted use in Section 17.212.030; and

WHEREAS, a Public Hearing on the proposed amendment was held by the Salisbury Planning and Zoning Commission in accordance with the provisions of Chapter 17.228, of Title 17, Zoning, of the Salisbury Municipal Code on October 15, 2020; and

WHEREAS, the Salisbury Planning and Zoning Commission did recommend approval of the proposed text amendment to Section 17.212.030.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE CITY OF SALISBURY, MARYLAND, that Title 17, Zoning, of the Salisbury Municipal Code is hereby amended as follows:

AMEND SECTION 17.212.030, PERMITTED USES, BY ADDING ITEM “M”. AS FOLLOWS:

M. Medical Office/Clinic.

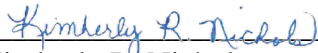
Explanation:

- * *ITALICIZED PRINT INDICATES MATERIAL ADDED TO EXISTING LAW.*
Deleted material from the existing Code is indicated by bold double bracketed [[]] language.

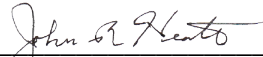
AND BE IT FURTHER ORDAINED BY THE CITY OF SALISBURY, MARYLAND, that this Ordinance shall take effect from and after the date of its final passage, but in no event until ten (10) days after the date of the Council's Public Hearing, and

THE ABOVE ORDINANCE was introduced at a meeting of the Council on the 14th day of December 2020, and thereafter, a statement of the substance of the ordinance having been published as required by law, in the meantime, was finally passed by the Council on 11th day of January, 2021.

ATTEST:



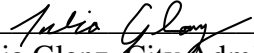
Kimberly R. Nichols
City Clerk



John R. Heath, President
Salisbury City Council

Approved by me this

___ 20 ___ day of ___ January _____, 2021.



Julia Glanz, City Administrator
for and at the direction of Jacob R. Day, Mayor



City of
Salisbury
Jacob R. Day, Mayor

To: Julia Glanz, City Administrator
From: Anne Roane, City Planner
Date: November 18, 2020
Re: Ordinance to modify Chapter 17 to allow medical office/clinics as a permitted use in the Shopping Center zone

This proposed text amendment to Chapter 17, Section 17.212.030 to allow medical office/clinics as a permitted use within a shopping center. The amendment was requested by Immunotek Bio Centers and was supported by Staff and the Planning Commission.

Text amendments require two Public Hearings in order to be adopted. The first required Public Hearing was held by the Planning Commission on October 15, 2020. A second Public Hearing will be set by the City Council.

Unless you or the Mayor have further questions, please forward a copy of this memo and the Ordinance to the City Council.

THE DAILY TIMES

Classified Ad Receipt
(For Info Only - NOT A BILL)

Customer: SALISBURY PLANNING
Address: 125 N DIVISION ST RM 202
SALISBURY MD 21801
USA

Ad No.: 0004394621
Pymt Method: Invoice
Net Amt: \$311.20

Run Times: 2

No. of Affidavits: 1

Run Dates: 10/01/20, 10/08/20

Text of Ad:

**SALISBURY PLANNING AND ZONING COMMISSION
NOTICE OF PUBLIC HEARING
TEXT AMENDMENT**

In accordance with the provisions of Section 17.228, Amendments and Rezoning, of the Salisbury Municipal Code, Immunotek Bio Centers proposes an amendment to the text of Title 17, Zoning, Section 17.212.030, to allow a medical office/clinic as a permitted use within a shopping center.

A PUBLIC HEARING WILL BE HELD ON

Thursday, October 15, 2020, at 1:35 P.M. via Webex teleconference to hear opponents and proponents, if there be any. The process for participants who wish to speak is as follows:

Call-In Number: 510-338-9438

Meeting Number: 132 240 3960

Password: 24680

Subsequent to the consideration of this proposal by the Salisbury Planning and Zoning Commission, a recommendation will be made to the Salisbury City Council for its consideration at a Public Hearing.

The Commission reserves the right to close a part of this meeting as authorized by State Government section 10-508(a) of the Maryland Annotated Code.

(FOR FURTHER INFORMATION CALL 410-548-3170)

Charles "Chip" Dashiell, Chairman

10/01, 10/08'20

0004394621-01



**Infrastructure and Development
Planning and Zoning
Commission
Staff Report**

Meeting of October 15, 2020

I. BACKGROUND INFORMATION:

Applicant: Immunotek Bio Centers

Infrastructure and Development Project No.: 202000882

Nature of Request: Public Hearing - Text Amendment - To amend Title 17, Zoning Section 17.212.030

II. REQUEST:

Melanie LeMaire of Immunotek Bio Centers, has submitted a request to amend the text of Title 17, Zoning to include the following language (**Attachment 1**):

In 17.212.030 M: Medical office or clinic.

In accordance with the requirements of Section 17.228 of the Salisbury Municipal Code, the Planning Commission must hold a Public Hearing on proposed Text Amendments to the Code. The Commission must forward a recommendation (within six (6) months) to the City Council. The City Council must also hold a public hearing before granting final approval to Code Text Amendments (by Ordinance).

III. DISCUSSION:

The proposed amendment to allow a medical office or clinic (which would also include a plasma collection facility) within a shopping center would be similar in nature to other uses already permitted either inherently or by special exception within the General Commercial Zoning District; which is the primary reference for establishing uses within a



shopping center. Currently, “service-type” uses, such as restaurants, daycare centers, repair shops, and automotive services, to name a few are permitted in shopping center. Adding a medical office or clinic would be a natural progression in amending the zoning code to include more services in a shopping center.

IV. PLANNING AND ZONING:

Since the current edition of the Salisbury Zoning Code was written in 1983, there have been changes in the way many people choose to shop, both on a national and local level. The retail industry has made a dynamic shift to more online retail, which has frequently reduced the need, or desire, for retail space. Utilizing shopping center floor space for tenants in the medical or dental fields would serve as an added service that is beneficial to shopping center patrons. Adding a medical office or clinic as a permitted use within shopping centers would not have any negative impacts on existing permitted uses, as such uses do not interfere with other retail and service activities. Staff also believes that dental offices would be appropriate within shopping centers as well.

V. STAFF RECOMMENDATION:

The Department of Infrastructure and Development recommends that the Planning Commission forward a **FAVORABLE** recommendation to the Mayor and City Council for the proposed amendment that would inherently permit a **Medical or dental office or clinic** in shopping centers, as follows:

AMEND SECTION 17.212.030. Permitted Uses, by adding the following item:

M. Medical or dental office or clinic.



Mr. Henry Eure
City of Salisbury, MD

RE: Requested Text Amendment for property located at 125 W. College Ave.

Mr. Eure:

ImmunoTek would like to request a modification to the permitted uses in properties classified as a shopping center (Chapter 17.212.030).

We are interested in leasing a portion of space within the College Square shopping center located at 125 W. College Ave. This site would be in the General Commercial District which does not include a permitted use of a medical/plasma center within a shopping center. We are asking the city to consider making this "medical/plasma" use an inherently permitted use within a shopping center.

Considering that plasma collection centers have even been deemed critical during these uncertain times of COVID-19, based on their ability to provide life-saving therapies to those patients currently fighting the infection by donating your plasma, we are requesting this text amendment to the current Chapter 17.212.030.

Patients that have fully recovered from COVID-19 contains COVID-19 antibodies. These antibodies provided one way for your immune system to fight the virus when you were sick, so your plasma may be able to be used to help others fight off the disease; the more plasma that can be collected, the more therapies we can potentially provide.

Plasma Centers can also assist with medical applications for plasma drug therapies to include: burn victims, hemophiliacs, biologic products, albumin and specialty drugs. The facilities are state of the art medical facilities, approved and monitored by the FDA, EU and other regulatory authorities. Rigorous screening and testing protocols are required and strictly enforced.

Below are some of the positive impacts a plasma collection center can have on a community.

- A typical center will employ 40-45 people, many of whom are skilled technicians.
 - 2 Physicians
 - 1 Center Director
 - 2 Assistant Managers
 - 2 Quality Assistance
 - 5 Nurses
 - 10 Phlebotomists
 - 9 Medical Screeners
 - 3 Plasma Processors
 - 6 General Technicians
- Salary ranges are competitive in the local market based on license level.
- The Center Director and Quality Assistant starting salaries range from \$65K-\$75K.
- The starting hourly wage for non-licensed personnel ranges between \$12.50-\$13.50/hr.
- One center can have an annual economic impact of approximately \$2,500,000 annually from salaries and donor compensation.

Please advise how we should proceed to make this text amendment within the city ordinances for shopping center permitted uses. Thank you and please feel free to contact me with any questions.

Sincerely,

Mel LeMaire

Melanie LeMaire
NCD Project Administrator
mlemaire@immunotek.com
office - 337.500.1170

5750 Johnston Street, Suite 302, Lafayette, LA 70503
O: 337.500.1251 F: 855.631.0734
www.immunotek.com

Attachment 1



JACOB R. DAY
MAYOR

JULIA GLANZ
CITY ADMINISTRATOR
ACTING MAYOR

City of Salisbury – Wicomico County

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



JOHN D. PSOTA
ACTING COUNTY EXECUTIVE

JOHN D. PSOTA
DIRECTOR OF ADMINISTRATION

MINUTES

The Salisbury-Wicomico Planning and Zoning Commission met in regular session on October 15, 2020, via WebEx teleconference, with the following persons participating:

COMMISSION MEMBERS:

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

PLANNING STAFF:

Henry Eure, City of Salisbury, Infrastructure and Development Department
Anne Roane, City of Salisbury, Infrastructure and Development Department
Keith Hall, Deputy Director, Wicomico County Planning, Zoning, and Community Development
Brian Soper, Planning Manager, Wicomico County Planning, Zoning, and Community Development
Marilyn Williams, Land Development Coordinator, Wicomico County Planning, Zoning, and Community Development
Gloria Smith, Planner III, Wicomico County Planning, Zoning, and Community Development
Jesse Drewer, Planner II, Wicomico County Planning, Zoning, and Community Development
Melissa Cassimore, Recording Secretary, Wicomico County Planning, Zoning, and Community Development
Paul Wilbur, Attorney, Wicomico County Department of Law

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 members of 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, and staff may request for a person to restate name or confirm name. With no questions, Mr. Hall turned the meeting over to Chairman Dashiell.

MINUTES: The minutes from the September 17th meeting were brought forward for approval. Upon a motion by Mr. Rogers, seconded by Mr. Thomas, and duly carried, the minutes from the September 17, 2020 meeting were **APPROVED** as submitted.

PUBLIC HEARING - TEXT AMENDMENT – Salisbury Municipal Code – O'Shaye Farrare – To Amend Title 17, Zoning Section 17.28.020 - To Add Single-Family Residential Dwellings to the Light Business and Institutional District (A. Roane)

Mr. Hall read the Notice for Public Hearing into the record and proceeded to administer the oath to Ms. O'Shaye Farrare, Ms. Anne Roane and Mr. Henry Eure.

Ms. Roane presented the Staff Report and stated the applicant is requesting to amend the text of Title 17, Zoning to include single-family detached dwelling unit as a permitted use in the Light Business and Institutional District. Ms. Roane discussed the structure on the property has been vacant for years and the applicant purchased the home at 1505 Mt. Hermon Road to use as her primary residence. Ms. Roane stated currently the only residential uses allowed in this district are apartment buildings and after review of how this change would affect other areas in the City with similar zoning and national trends staff supports the request.

Staff recommends a favorable recommendation to the Mayor and City Council for the proposed amendment that would inherently permit a Single-Family Dwelling Unit in the Light Business and Institutional Zone, as follows:

Amend Section 17.28.020. Permitted Uses, by adding the following item:

U. Single-Family Dwelling Unit.

Chairman Dashiell thanked Ms. Roane for her report and asked if Mr. Eure had any additional comments in regards to the presentation.

Mr. Eure agreed the addition of single-family homes is a reasonable request and an acceptable use in this zoning district.

Chairman Dashiell asked if Ms. Farrare has any comments to add.

Ms. Farrare stated she was not aware of the zoning when she purchased the home and is not able to obtain a permit for rehabilitation due to the zoning of the property. Ms. Farrare intends to have an office for a small cleaning service in part of the dwelling with the remainder as her home.

Chairman Dashiell thanked Ms. Farrare for her comments.

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

Dr. McNaughton confirmed no questions or comments.

Mr. Thomas asked if the location shown on Attachment 3 is near Valleywood subdivision.

Mr. Eure and Ms. Roane confirmed.

Mr. Thomas asked if the construction of the home pre-dates the zoning in that area.

Ms. Roane stated she is uncertain.

Mr. Eure stated the house was built in 1945 and was used as a single-family dwelling non-stop until approximately three years ago. Mr. Eure discussed the Zoning Code was rewritten in 1983 and a single-family home was not included as a permitted use in the Zoning District so it became a non-conforming use. It continued as a non-confirming use until a few years ago.

Mr. Thomas thanked Mr. Eure and Ms. Roane for the clarification.

Mr. Rogers confirmed no questions or comments.

Mr. Copeland confirmed no questions or comments.

Mr. Holloway confirmed no questions or comments.

Mr. Heath confirmed no questions or comments.

Chairman Dashiell had no questions or comments.

Chairman Dashiell asked if there are members of the public on the call. No members from the public were on the call.

Upon a motion by Mr. Rogers for forwarding a favorable recommendation to the Mayor and City Council for the proposed Amendment Section 17.28.020 that would inherently permit single-family dwelling in the Light Business and Institutional Zone. 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 was approved.

Chairman Dashiell thanked Ms. Farrare for attending and wished her good luck.

Ms. Farrare thanked Chairman Dashiell.

PUBLIC HEARING - TEXT AMENDMENT – Salisbury Municipal Code – Immunotek Bio Centers – To Amend Title 17, Zoning Section 17.212.030 - To Add Medical Office/Clinics in Shopping Centers (H. Eure)

Mr. Hall read the Notice for Public Hearing into record and proceeded to administer the oath to Mr. Aaron Renshaw and Mr. Henry Eure.

Chairman Dashiell confirmed no members of the public were on the call to testify.

Mr. Eure presented the Staff Report and stated this is a request to amend the text to Title 17, Zoning Section language to allow a medical office or clinic in shopping centers. Mr. Eure discussed since the Salisbury Zoning Code was written in 1983 the shift to more online retail has reduced the need for retail space and utilizing shopping center floor space for tenants in the medical or dental fields would serve as an added service that is beneficial to shopping center patrons. Mr. Eure stated current service-type uses are permitted and the addition of a medical office or clinic would be a natural progression to allow more services in

a shopping center and the proposed uses will not create incompatibility with other permitted uses in the zoning district.

Staff recommends a favorable recommendation to the Mayor and City Council for the proposed amendment that would inherently permit a medical or dental office or clinic in shopping centers as follows:

Amend Section 17.212.030. Permitted Uses, by adding the following item:

M. Medical or dental office or clinic.

Chairman Dashiell asked Mr. Renshaw if there is anything he would like to add.

Mr. Renshaw discussed Immunotek Bio Center business and the positive impact a plasma-collection center can have on a community, especially during COVID-19. He added this is one of the most heavily-regulated industries in the world.

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 asked what is the size of the space that would be rented.

Mr. Renshaw stated they would be leasing approximately 12,000 square feet and employing 45 people, but only 25-30 staff members would be in the facility at one time.

Mr. Rogers confirmed no questions or comments.

Mr. Copeland confirmed no questions or comments.

Mr. Holloway 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.

Mr. Wesley Cox discussed his involvement in shopping centers and the national trend of shopping center adaptive reuses now include fitness centers, storage centers, and medical centers. This will be one subdivision in the larger space consisting of 37,000 sq. ft.

Upon a motion by Mr. Rogers to forward a favorable recommendation to the Mayor and City Council for the proposed Amendment to Section 17.212.030 that would inherently permit a medical or dental office or clinic in shopping centers. The motion was seconded by Mr. Thomas. 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 was approved.

SITE PLAN APPROVAL – Winter Place Executive Park – J.H. Malone Construction, rep. by Wilkins-Noble, LLC – 31414 Winter Place Parkway – Lt. Bus. & Institutional (LB-1) – #WP-2002 - M-0039, G-9, P-720, L-10 (G. Smith)

Chairman Dashiell confirmed Ms. Gloria Smith was on the call and no representatives were on the call.

Ms. Smith presented the Staff Report and stated the applicant is proposing to construct a 3,200 sq. ft. equipment storage building on Lot#10 in Winter Place Executive Park zoned Light Business and Institutional District as of 2004. Ms. Smith discussed the surrounding properties and the development of this site with an equipment storage building is consistent with uses permitted inherently in the Light Business and Institutional District.

Staff recommends site plan approval with the following three conditions:

1. The site shall be developed in accordance with the approved Site Plan;
2. This development is subject to any applicable Conditions of Approval imposed by the Wicomico County Board of Appeals in 1999 or 2000; and
3. Subject to further review and approval, if required by the Wicomico County Public Works Department.

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 asked if the building would be constructed over the Sewage Reserve Area.

Ms. Smith is not certain how much materials are currently stored outside and whether the additional building would be used to store any materials that are now outside.

Mr. Rogers confirmed no questions or comments.

Mr. Copeland confirmed no questions or comments.

Mr. Holloway confirmed no questions or comments.

Mr. Heath confirmed no questions or comments.

Chairman Dashiell had no questions or comments.

Chairman Dashiell asked if there are members of the public on the call. No members from the public were on the call.

Upon a motion by Mr. Rogers to approve the Site Plan by J.H. Malone Construction for Lot#10 Winter Place Executive Park subject to the three proposed conditions. The motion was seconded by Mr. Holloway. 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 was approved.

SITE PLAN APPROVAL – Miller Investment Properties, rep. by Parker & Associates - 800 Snow Hill Road – C-1 Select Commercial – #WP-2003 - M-0038, G-22, P-32, L-17, 33, & 34 (G. Smith)

Chairman Dashiell confirmed Mr. Brock Parker of Parker & Associates, Mike King of Aim Service Inc. and Ms. Gloria Smith were on the call.

Chairman Dashiell asked Ms. Smith to present the Staff Report.

Ms. Smith presented the Staff Report and stated this Site Plan Review request is for construction of a 4,549 sq. ft. accessory storage building on a property located on 800 Snow Hill Road in the C-1 Select Commercial Zoning District. Ms. Smith discussed the property consists of Lot 17, 33, and 34 of Lin Hill Village. No new access to Snow Hill Road is being proposed. Ms. Smith added Section 225-35E of the Code requires Planning and Zoning Commission site plan review and approval for any development occurring in the C-1 Select Commercial Zoning District and the plan is in general conformance with the Code. Ms. Smith stated development of the site with an accessory storage building is consistent with uses permitted in the C-1 Select Commercial Zoning District.

Staff recommends approval with the following two conditions:

1. The site shall be developed in accordance with the approved Site and Landscaping Plan; and

2. Subject to further review and approval, if required, by the Wicomico County Public Works Department.

Chairman Dashiell thanked Ms. Smith for her report and asked if Mr. Parker had any comments to add.

Mr. Parker stated the site plan was for the construction of the building and fence. The building will be used for new material storage, pipe and equipment storage; therefore, no sewer or water is needed for the building. Mr. Parker also stated no hazardous materials would be stored in the building.

Chairman Dashiell asked Mr. King if he had any comments to add to Mr. Parker's comments.

Mr. King stated he was on the call to answer any questions.

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. Holloway confirmed no questions or comments.

Mr. Heath confirmed no questions or comments.

Chairman Dashiell had no questions or comments.

Chairman Dashiell asked if there are members of the public on the call. No members from the public were on the call.

Upon a motion by Mr. Rogers to approve the Site Plan for Miller Investment Properties, LLC subject to the two conditions listed in the Staff Report. The motion was seconded by Mr. Holloway. 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 was approved.

Chairman Dashiell confirmed Mr. Brock Parker of Parker & Associates, and Ms. Marilyn Williams were on the call.

Chairman Dashiell asked Ms. Williams to present the Staff Report.

Ms. Williams presented the Staff Report and stated this request is an extension of a Preliminary Plat for The Pond at Nutters Crossing. Ms. Williams discussed the history of the development including Sketch Plat for the re-designed development in May 2019 and approval of the Preliminary Plat and Tier Map re-designation on October 17, 2019. Ms. Williams stated the final health department approval of the proposed lots have been delayed, due in part to COVID-19, and to an MDE request for additional soil testing on the lots along Tony Tank Creek.

Staff recommends approval of a one-year extension of the Preliminary Plat due to the unique and extensive requirements associated with this re-designed subdivision. All conditions presented at the October 17, 2019 meeting still apply; however, the following correction is made. In the October 17, 2019 Staff Report, Item 5 stated, "Improvements Construction Plans shall be submitted to and approved by the Public Works Department prior to the recordation of the Final Plat", and it should have read, "...prior to Planning Commission review of the Final Plat".

Chairman Dashiell thanked Ms. Williams for her report and asked if Mr. Parker had any comments to add.

Mr. Parker stated they were finishing up the perks and discussed Lots 15 & 16 had perks that passed, but the Health Department required new tests to ensure the results are consistent. Mr. Parker explained the curbs and stone roads are in and the project would progress if the extension is granted and once the perks are finalized.

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. Holloway confirmed no questions or comments.

Mr. Heath confirmed no questions or comments.

Chairman Dashiell asked if there was a Forest Conservation requirement as part of the conditions in October 17, 2019.

Ms. William stated it was part of the conditions from October 17, 2019.

Chairman Dashiell confirmed there is only a language correction on #5 to be made.

Ms. William confirmed.

Chairman Dashiell asked if there are members of the public on the call. No members from the public were on the call.

Upon a motion by Mr. Holloway to approve a one year extension of the Preliminary Plat for The Pond at Nutters Crossing with the correction in the language for Item 5 from the Staff Report. The motion was seconded by Mr. Thomas. 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 was approved.

STAFF COMMENTS:

Chairman Dashiell thanked Commission members for their participation to make this meeting a success during this unusual time. Chairman Dashiell stated he looks forward to meeting again in person to move the business of the City and County forward. Chairman Dashiell asked Ms. Roane if she had any comments prior to adjournment.

Ms. Roane stated an objective of the City Zoning Code update is combining existing zones and reducing overlay districts. Ms. Roane stated the Zoning Rewrite Taskforce was evaluating existing plans including the Bicycle Master Plan. Ms. Roane discussed at the upcoming meeting in January they will be working to develop specific language for the Salisbury Zoning Code update.

Chairman Dashiell thanked Ms. Roane for the update and asked Mr. Heath if he had any comments to add.

Mr. Heath stated this project was needed to align with the new Master Plan.

Mr. Thomas asked if the Review of Interactive Website on page four was in house only or is it available for review by others as well.

Ms. Roane stated it was not available at this time and would be put on the web page when it was completed.

Chairman Dashiell asked Mr. Hall if there were any matters he wished to bring to the Commission's attention.

Mr. Hall discussed the Maryland Planning Commissioners Association 37th Annual conference this fall, on Monday, November 9th from 9am to 4pm. Mr. Hall stated it will be a virtual conference and participation is free and the sessions include: Open Meetings Act Training; Housing Elements for Comprehensive Plan Updates; Virtual Planning During a Pandemic; Planning After a Pandemic; Maryland's Climate Change Adaptation Framework; and Continuity Planning for Local Boards.

The next Commission meeting will be November 19th.

There being no further business, the Commission meeting was adjourned at 2:49 p.m. by a motion from Mr. Rogers and seconded by Mr. Heath, and duly carried by participating 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