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MINUTES

The Salisbury-Wicomico County Planning and Zoning Commission ("Commission") met in regular session on July 18, 2024, in Room 301, Council Chambers, Government Office Building, with the following persons participating:

COMMISSION MEMBERS:

Charles "Chip" Dashiell, Chairman
Jim Thomas
Daniel Moreno-Holt
Matt Drew
Mandel Copeland
Joe Holloway
D'Shawn Doughty

PLANNING STAFF:

Henry Eure, City of Salisbury, Department of Infrastructure and Development ("DID")
Betsy Jackson, City of Salisbury, DID
Lori A. Carter, MBA, Wicomico County Department of Planning, Zoning, and Community Development ("PZCD")
Janae Merchant, Recording Secretary, PZCD

Laura Ryan, City of Salisbury, Department of Law
Andrew Illuminati, Wicomico County, Department of Law

Chairman Dashiell called the meeting to order at 1:30 p.m.

MINUTES: The July 18, 2024, minutes were brought forward for approval. Mr. Joe Holloway recused himself as he did not attend the June meeting. Chairman Dashiell requested a motion to approve the minutes. Mr. Jim Thomas entered a motion to approve, seconded by Mr. D'Shawn Doughty, and duly carried. The minutes from the July 18, 2024 meeting were **APPROVED**.

PUBLIC HEARING – CRITICAL AREA MAP – City of Salisbury Code – Updating the adopted Critical Area boundary map with designations as submitted by the Critical Area Commission to the City of Salisbury (A. Rodriguez H. Eure)

Ms. Laura Ryan read the advertisement for the Public Hearing and administered the oath to Mr. Henry Eure.

Mr. Eure provided insight into why the Critical Area Maps needed to be updated. The legislation directed the Department of Natural Resources to prepare a Statewide Base Map that includes a State-determined shoreline and landward boundary of tidal wetlands and a digitally generated, georeferenced 1,000-foot Critical Area boundary, as appropriate for integration into a Geographic Information System. As the mapping update project progressed, the draft updated maps were made available to the public so that additional review and comment on the maps could take place. The Critical Area Commission notified 74 property owners with a greater than 1% change in November 2021. On February 9, 2022, the Critical Area Commission transferred the maps to the city.

At the June 20, 2024, Planning Commission Meeting, the Planning Commission voted favorably to move to a Public Hearing for the proposed Ordinance to adopt both the maps and the delineations at the July 18, 2024, meeting.

The proposal that is now before the Planning Commission will be forwarded to the Council for review and additional public hearings before adoption.

Mr. Thomas moved to forward the draft ordinance to the City Council for further review and public hearings, if necessary. Mr. Holloway seconded the motion, which was duly carried.

Chairman Dashiell stated the motion was **APPROVED**.

The Public Hearing concluded at 1:41 p.m.

Mr. Eure introduced Mr. Nick Voitiuc, the new Salisbury Department of Infrastructure and Development Director. Chairman Dashiell welcomed Mr. Voitiuc to the City of Salisbury and wished him well.

PRELIMINARY COMPREHENSIVE DEVELOPMENT PLAN – PARKSIDE AT SCHUMAKER POND – Vantage Point Salisbury Partners 1, LLC, rep. by Parker and Associates – Snow Hill Road – R-8A Residential District – M-0048, G-0011, P-0753, 0415 and 0285 - #24-013 (A. Rodriguez B. Jackson)

Mr. Brock Parker (Parker and Associates Inc.) and Mr. Greg Stevens (President of Vantage Point Salisbury Partners I, LLC) joined Ms. Betsy Jackson at the table. Ms. Jackson presented the Staff Report.

The applicant proposed to develop an existing agricultural field and the remaining undeveloped land from the Summersgate Subdivision into a 224-unit residential subdivision with 72 single-family lots and 152 townhouse lots.

Staff presented the Comprehensive Development Plan Review. These included the Site Plan, Building Elevations/Floor Plans, Sign Plan, Landscaping Plan, Development Schedule, Community

Impact Statement, Statement of Intent to Proceed and Financial Capability, Fire Service, Stormwater Management, Forest Conservation Program, Transportation, Streets and Pedestrians.

Staff recommended approval of the Preliminary Comprehensive Development Plan for the Parkside at Schumaker Pond Development subject to the nine (9) conditions below plus three (3) additional conditions.

1. The site shall be developed in accordance with a Final Comprehensive Development Plan Approval.
2. Provide a specific Development Schedule.
3. Provide a Community Impact Statement.
4. Provide detailed building elevations, landscaping, and lighting plans for review prior to the submission of the Final Comprehensive Development Plan.
5. Obtain approval from Wicomico County Forest Conservation requirements.
6. Construct a continuous sidewalk along Snow Hill Road with a 5' grass plot buffer and a 10' sidewalk or a potential pedestrian crossing to the multi-modal path on the opposite side of Snow Hill Road.
7. Install signage throughout the development, limiting speed to 25 MPH.
8. Submit a sign plan for review and approval for any exterior signage prior to the issuance of sign permits.
9. This approval is subject to further review and approval by the Salisbury DID, the Salisbury Fire Department, and other agencies as appropriate.
10. **Work with Staff on providing additional parking and relocating Recreational areas.**
11. **Work with Staff on providing an additional City street connection between Parkside and Summersgate.**
12. **Waive the Intent to Proceed and Financial Capability.**

Mr. Parker met with the Summersgate Subdivision Homeowner's Association (HOA) a few times. They were adamant that they did not want Parkside at Schumaker Pond to connect to their community. This is because Summersgate is an active adult age-restricted community, and the proposed development will have no restrictions on buyers or ages. Mr. Stevens agreed with Mr. Parker's statement about Summersgate; they prefer to be as disconnected from the new project as possible.

Mr. Doughty voiced his concern about the traffic circle and its ability to handle the traffic from the two proposed developments: the Village of Snowfield and this one. He also expressed concern about the single entrance into the development for emergency vehicles. Chairman Dashiell and Mr. Thomas both agreed with Mr. Doughty's concern.

After discussing the streets between Summersgate and the proposed development, the Commissioners agreed to add an additional condition to connect the two (2) developments.

Mr. Thomas entered a motion to approve the Preliminary Comprehensive Development Plan for Parkside at Schumaker Pond subject to the nine (9) conditions listed in the revised Staff Report and adding three (3) additional conditions. The motion was seconded by Mr. Daniel Moreno-Holt and duly carried.

Chairman Dashiell stated the motion was **APPROVED**.

REVISED SIGN PLAN – UNIVERSITY SQUARE SHOPPING CENTER – The UPS Store – 1147 S. Salisbury Blvd. – General Commercial Zoning District – M-0117, G-0004, P-3267 - #24-771 (H. Eure)

Mr. Eure and Ms. Valeria Babitskaya (owner of The UPS Store) approached the table. Mr. Eure presented the Staff Report.

The applicant requested that the existing “The UPS Store” sign be updated to match the current corporate logo colors and branding. The sign will consist of white letters on a blue background, and the standard gold and brown UPS shield will also be displayed on it.

The Staff recommended approval of “The UPS Store” sign as submitted and also requested expanding the approved palette to unlimited colors for all tenants throughout the University Square Shopping Center.

Since the commissioners had no comments or questions, Mr. Thomas moved to approve the Revised Sign Plan for The UPS Store in the University Square Shopping Center as presented in the Staff Report and expanding the approved pallet to unlimited colors for all tenants. Mr. Holloway seconded the motion, which was duly carried.

Chairman Dashiell stated the motion was **APPROVED**.

PRELIMINARY COMPREHENSIVE DEVELOPMENT PLAN – LINCOLN AVENUE SHOPPING CENTER – Lorens Porras, rep. by Parker and Associates – Lincoln Avenue and E. College Avenue – GC - General Commercial District – M-0048, G-0004, P-0253 - #24-014 (B. Jackson)

Ms. Jackson, Mr. Parker, Ms. Yenilly Arroyo, and Mr. Lorens Porras (owners of 714 Lincoln Avenue) approached the table. Ms. Jackson presented the Staff Report.

On behalf of the owner, Parker and Associates submitted a Preliminary Comprehensive Development Plan for a 4-unit, 18,966 sq. ft. shopping center to include a drive-through on the western end of the proposed building.

Staff presented the Comprehensive Development Plan Review. These included the Site Plan, Building Elevations/Floor Plans, Sign Plan, Landscaping Plan, Development Schedule, Community Impact Statement, Statement of Intent to Proceed and Financial Capability, Fire Service, Stormwater Management, Forest Conservation Program, Transportation, Streets and Pedestrians.

Staff recommended that the Preliminary Comprehensive Development Plan for the Lincoln Avenue Shopping Center be approved subject to the seven (7) conditions below.

1. The site shall be developed in accordance with a Final Comprehensive Development Plan Approval. Detailed building elevations, landscaping, sign, and lighting plans compliant with the Zoning Code shall be incorporated in the Final Comprehensive Plan.
2. Provide a Traffic Impact Study, Development Schedule, Statement of Intent to Proceed and Financial Capability, and Community Impact Statement based on the Staff Report findings.
3. Add sidewalks along E. College and E. Lincoln Avenues with 5' grass plots between the curb and sidewalk for buffer and future utilities. Subject to SHA comments, a pedestrian crossing and sidewalk will be required along Snow Hill Road. Add a pedestrian refuge at the East College

Avenue access.

4. Remove one car parking space so that there are only 76 car parking spaces and add a bicycle rack.
5. Clearly show the loading and unloading areas and demonstrate that the drive-in window requirements in Section 17.196.050 of the Zoning Code are met.
6. Demonstrate compliance with Section 17.220.020 of the Zoning Code requiring that 10 percent of the interior of the parking lot be landscaped and that an 8-foot-wide landscaped buffer measured from the curb lines be provided where no sidewalk exists.
7. This approval is subject to further review and approval by the Salisbury DID, the Salisbury Fire Department, and other agencies as appropriate.

Mr. Parker mentioned a traffic study would be completed because Snow Hill Road and College Avenue are very busy streets. The intent is to use the back portion of the shopping center for traffic stacking at the drive-through. He will allow the State Highway Administration (“SHA”) to make sidewalk and pedestrian crossing decisions.

Mr. Matt Drew added Lincoln Avenue was a great place to ride a bike or walk. He recommended creating an entrance off Lincoln Avenue into the drive-through area.

Mr. Thomas entered a motion to approve the Final Comprehensive Development Plan for the Lincoln Avenue Shopping Center subject to the seven (7) conditions listed in the revised Staff Report. The motion was seconded by Mr. Drew and duly carried.

Chairman Dashiell stated the motion was **APPROVED**.

PRELIMINARY COMPREHENSIVE DEVELOPMENT PLAN – THREE BLIND MICE SELF STORAGE – Three Blind Mice, LLD, rep. by Solutions Integrated Planning, Engineering & Management, LLC – Merritt Mill Road – LBI - Light Business & Institutional – M-0110, G-0005, P-0025 Lot 2A - #25-015 (B. Jackson)

Mr. Barry Hall (representative for the developer) joined Ms. Jackson at the table. Ms. Jackson presented the Staff Report.

The applicant proposed to develop an existing vacant lot on Merritt Mill Road with a 5,500 sq ft pole building for a self-storage facility. **A “self-storage” means a facility used for the purpose of renting or leasing secure, interior, individual storage space. This may include rooms, compartments, and lockers in which individuals store and remove their own goods, records, and personal property on a self-service basis. This definition does not preclude such self-storage from inclusion within other use categories (i.e., warehouse).**

Staff presented the Comprehensive Development Plan Review. These included the Site Plan, Building Elevations/Floor Plans, Sign Plan, Landscaping Plan, Development Schedule, Community Impact Statement, Statement of Intent to Proceed and Financial Capability, Fire Service, Stormwater Management, Forest Conservation Program, Transportation, Streets and Pedestrians.

Staff recommended that the Preliminary Comprehensive Development Plan for Three Blind Mice Self Storage be approved subject to the four (4) conditions below.

1. The site shall be developed in accordance with a Final Comprehensive Development Plan Approval. Detailed building elevations, landscaping, sign, and lighting plans compliant with the

Zoning Code shall be incorporated in the Final Comprehensive Plan.

2. Provide a floor plan showing the number of proposed units, how they are accessed, and their location to demonstrate how they meet the definition of a self-storage facility.
3. Provide information regarding the intended management of the self-storage for the purpose of verifying the number of employees and parking requirements.
4. This approval is subject to further review and approval by the Salisbury DID, the Salisbury Fire Department, and other agencies as appropriate.

Mr. Hall explained that since the Zoning Code does not specify a minimum or maximum number of units for a self-storage facility, the developer has proposed a one-unit building. The developer has a tenant who would like to store boats, campers, and vehicles in a large unit. There will be no outside storage or signage, and the management company will be off-site. Chairman Dashiell clarified that one specific customer has requested this storage unit.

Mr. Eure added that he spoke with Mr. Fuller and understood that multiple units would be available for individuals to rent. The use discussed here is a warehouse.

After further discussions, Chairman Dashiell requested a motion to send this project back to DID, and a Revised Preliminary Comprehensive Development Plan was requested. Mr. Doughty approved the motion, which was seconded by Mr. Drew and duly carried.

Chairman Dashiell stated the motion was **APPROVED** to send this project back to DID.

BRIEF DISCUSSION – COMMERCIAL KENNEL (A. Illuminati and L. Carter)

Mr. Andrew Illuminati explained the current shortcomings of the county code regarding commercial kennels. Staff discussed and presented information about the surrounding counties and how they regulate commercial kennels. In previous meetings, we discussed the need for dog runs and how closely the dogs could be located next to an existing residence. What needed to be discussed today was whether the distance of 200 ft. from an existing residence was sufficient or whether it should be 500 ft. or 1000 ft. After a discussion about the reasons for the changes and deciding on the distance between a kennel and an existing residence.

Mr. Doughty left the meeting at 3:35 p.m.

Chairman Dashiell suggested changing the wording of the definition of a kennel. He recommended **“shall not have runs or structure, which houses the dogs, located within 200 ft. of an existing residential dwelling on another parcel”** instead of “shall not have runs or structure, which houses the dogs, be located within 200 ft. of an existing residential dwelling on another parcel.”

Chairman Dashiell requested a motion to approve the definition and regulation of kennels, including the change in wording concerning the runs, as proposed by Mr. Illuminati. Mr. Drew approved the motion, which was seconded by Mr. Moreno-Holt and duly carried. There will be a public hearing at next month's Planning Commission meeting.

STAFF ANNOUNCEMENTS

Ms. Carter suggested changing the August meeting from August 15th due to the MACo

conference to August 22nd. All were in favor of August 22nd except Mr. Thomas, who will not be able to attend. Ms. Carter reminded the Commissioners about the July 25th conference offered by the Maryland Planning Association at the Crisfield Library from 6:00 p.m. to 8:00 p.m.


Ms. Nancy Roisum raised concerns about the Community Impact Statement and its lack of changes. She encouraged everyone to move forward with the guidelines and ensure that they are adequate.

Mr. Drew left the meeting at 3:57 p.m.

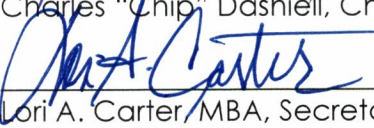
As there were no additional comments, Chairman Dashiell asked for a motion to adjourn. Upon a motion by Mr. Holloway, seconded by Mr. Thomas, and carried unanimously, the Commission meeting was adjourned at 3:58 p.m.

The next regular Commission meeting will be on August 22, 2024, due to the MACo Summer Conference.

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 and Zoning and Community Development Office.



Charles "Chip" Dashiell, Chairman



Lori A. Carter, MBA, Secretary



Janae Merchant, Recording Secretary