



Salisbury Planning Commission
January 8, 2026

MINUTES

The Salisbury Planning Commission met in session on Thursday, **January 8, 2026**. The meeting took place at 125 N. Division St, Room 301, with attendance as follows:

COMMISSIONERS:

David Chiddenton, Chair
Matt Drew, Vice-Chair
Latonia Ayscue, Open Meetings Delegate
Susan Rall
Mike Piorunski
Lynne Bratten
Anthony Dickerson (Absent)

CITY STAFF

Nicholas Voitiuc, Director of DID
Betsy Jackson, City Planner
Zachary White, Associate Planner
Will Canner, Associate Planner
Henry Pearson, Associate Planner
Laura Ryan, City Attorney

1. CALL TO ORDER & ROLL CALL

Mr. Chiddenton called the meeting to order at 4:00PM. A roll call took place for the members of the commission. It was noted that Anthony Dickerson was absent from this meeting.

2. APPROVAL OF MINUTES

Mr. Chiddenton introduced a motion to approve the minutes from the meeting held December 4th. Mr. Drew motioned to approve with the correction to add Mr. Anthony Dickerson to the list of commissioners in attendance. The motion was seconded by Ms. Ayscue, and duly carried.

The minutes from the December 4th, 2025 meeting were **APPROVED (6-0)**

3. NEW BUSINESS

SIGN PLAN APPROVAL – HARBOR POINTE PLAZA - Pemberton Village, LLC rep. by Tower Signs LLC - 1500-1504 Pemberton Dr. - PRD No. 3 Phase IV - M: 0113, G: 0019, P: 1134 - 20251606 (H. Pearson)

Mr. Henry Pearson approached the table. Mr. Pearson presented the staff report.

The applicant submitted a Revised Sign Plan for 1500-1504 Pemberton Drive to change the color requirements for the existing signs in the shopping center.

Staff recommends the approval of the Revised Sign Plan with the following (2) conditions:

- 1. All tenant signs on the pylon signs shall consist of text and logos on a white background
- 2. All signage shall use non-neon colors

There was further discussion amongst commissioners regarding the color restrictions of the sign plan as well as the purpose of the sign plan amendment. The commissioners also discussed the repercussions for applicants who do not follow the rules of approved sign plan. Staff pointed out that other departments in the City issue warning for violators and violations are often not caught until someone complains about them.

Since the commissioners had no additional questions, Chair Chiddenton stated he would entertain a motion to approve the Revised Sign Plan for 1500-1504 Pemberton Drive subject the (2) conditions noted in the staff report.

Lynn Bratton entered a motioned to approve. The motion was seconded by Matt Drew, and duly carried.

Chair Chiddenton stated that the motion was **APPROVED (6-0)**

SIGN PLAN – NORTH POINTE COMMONS – North Pointe Commons LLC, rep. by Tamarack Land – Intersection of East North Pointe Dr and Clement Loop – General Commercial District – #202501594 (W. Canner)

Mr. Will Canner approached the table and presented the staff report.

The applicant submitted a Sign Plan to install a new entrance sign for North Point Commons, a residential development by K. Hovnanian Homes at the intersection of North Point Drive and Clement Loop.

Staff recommended that the Sign Plan for North Point Commons be approved subject to the following condition.

- 1. Landscaping be provided around the area of the sign

The commission discussed whether the area around the sign will be irrigated, and whether they could recommend native plantings as a condition of approval. Staff noted that there doesn't appear to be irrigation, and that landscaping recommendations for sign plans are not required by code, however the commission has leeway to recommend such items.

Mr. Drew asked if the sight lines for the sign were reviewed. It was noted by staff that sight lines were addressed as part of the Comprehensive Development Plan and that this request for approval was solely for the sign's appearance.

Since the commissioners had no additional questions. Chair Chiddenton entertained a motion to approve the sign plan

Ms. Rall entered motion to approve the sign plan as submitted with the one (1) condition in the Staff Report. The motion was seconded by Ms. Ayscue, and duly carried.

Chair Chiddenton stated the motion was **APPROVED (6-0)**.

PRELIMINARY COMPREHENSIVE DEVELOPMENT PLAN AND WELLHEAD PROTECTION PLAN APPROVAL – KINDERCARE – Kindercare LLC, rep. by Parker and Associates – Dallas Dr. – PDD #1 Robertson Farm, and Wellhead Protection District – M-0121, G-0005, P-2582 - #25-020 (Z. White)

Mr. Zack White and Mr. Brock Parker with Parker and Associates approached the table. Mr. White presented the staff report.

The applicant submitted a Preliminary Comprehensive Development Plan (“PCDP”) and Wellhead Protection Plan for a daycare facility proposed to be built on an unimproved lot on Dallas Drive in the Planned Development District #1

Staff presented the Comprehensive Development Plan Review which included the Site Plan, Building Elevations, Community Impact Statement, Development Schedule, Fire Service, Stormwater Management.

The Planning Staff recommended approval of the Preliminary Comprehensive Development Plan for Kindercare subject to the following six (6) conditions:

1. That the provide the following items with the Final Comprehensive Development Plan (“FCDP”)
 - A. A detailed sign plan
 - B. A detailed landscaping plan
 - C. Building heights shown numerically
 - D. An additional ADA accessible parking space
 - E. A dedicated space for recycling pickup
2. They provide a letter of Intent to Proceed and Financial Capability with the submission of a FCDP
3. They conduct a traffic impact study with results submitted with FCDP
4. They subdivide the lots before construction
5. The site shall be developed in accordance with the Final Comprehensive Development Plan Approval that meets all Code Requirements. Minor plan adjustments may be approved by the Salisbury Department of Infrastructure and Development;
6. This approval is subject to further review and approval by the Salisbury Department of Infrastructure and Development, the Salisbury Fire Department, and other agencies as appropriate.

Mr. Parker highlighted that this was the first Comprehensive Development plan he has brought forth to this new commission. He explained the purpose of the Preliminary review process and that the list of conditions was normal and to be expected at this point.

The planning commissioners discussed landscaping, site access, and traffic impacts. Mr. Parker explained that the proposed landscaping consists of Maryland native species, except for crepe myrtles. Mr. Drew asked about existing site entrances and the possibility of constructing a sidewalk along Dallas Drive, and Mr. Parker confirmed the entrances were built with the road and noted being open to adding a sidewalk as a condition. Mr. Drew also inquired whether the traffic impact study would include Beaglin Park Drive in addition to Dallas Drive, and Mr. Parker stated he is awaiting guidance from DID staff on the study's scope.

Mr. Parker informed the commission that the site could include a second phase if the first phase is successful, and that any future phase would require commission approval. Mr. Drew asked whether drop-off and pick-up queues would be addressed in the traffic impact study, and Mr. Parker explained that the facility does not allow rolling drop-off or pick-up, requiring patrons to park and walk inside. Ms. Bratten asked about after-hours service, and Mr. Parker responded that the daycare is expected to operate only during traditional work hours, though he will confirm.

Since the Commissioners had no further questions, Chair Chiddenton entertained a motion to approve. Mr. Drew entered a motion to approve the Preliminary Comprehensive Development Plan for Kindercare subject to the six (6) conditions listed in the Staff Report, with an additional (F) item listed under condition 1 which would be to include the construction of a sidewalk along Dallas Dr.

The motion was seconded by Ms. Ayscue, and duly carried.

Chair Chiddenton stated the motion was **APPROVED (6-0)**.

WORK SESSION – Text amendment to expand the definition of Specialty Shop (B. Jackson)

Mr. Henry Pearson approached the table.

Ms. Laura Ryan explained the process of introducing a text amendment to the Planning Commission. Noting the work session for a text amendment is not required, however it is encouraged to have one.

Mr. Pearson presented the staff report noting the following

- It is the opinion of the planning staff that the current definition of “Specialty Shop” is overly restrictive.
- The current definition reads “a shop for the sale of antiques/collectibles or handcraft and supplies, including artwork, leatherwork, pottery, needlework or similar items which may be made on the premises.”
- There are a number of things that would seem to be a specialty shop by the conventional definition however would be restricted by the definition as written in the code. For example: boutique clothing, houseplants, or video games.
- “Specialty Shop” is a specific permitted use, and the only commercial use allowed in the following 3 zones:

- Office and Service Residential
- Hospital
- Neighborhood Business District

- In other zones where “Specialty Shop” is permitted it is part of a larger use group such as retail.
- The proposed definition reads: “Specialty shop means a retail store that sells a specialized line of merchandise related to a specific category or brand of products but does not include adult entertainment businesses, cannabis dispensaries, or alcohol and tobacco sales. No outdoor storage is permitted as part of this use.”

Chair Chiddenton ask whether this text amendment had the potential for pushback from citizens. Ms. Jackson indicated that she doesn’t expect it, but there is no way of knowing for sure.

There was further discussion amongst the commissioners about the wording of the new definition. There was a concern that the new definition would negatively effect business established under the old definition, however staff clarified that the broadening of the definition will likely not cause this and existing businesses should be unaffected.

Since there were no further questions Chair Chiddenton asked if there was consensus to move forward with the new definition as proposed.

The commission had **CONSENSUS (6-0)** to move this text amendment forward to the Public Hearing process.

WORK SESSION – Text amendment to add Large Family Childcare to the Zoning Code (B. Jackson)

Ms. Jackson read the staff report noting the following proposed changes to the code:

- Planning staff are recommending a text amendment to Chapter 17 titled “Definitions” & sections relating to “College and University Districts”, “Hospital Districts”, “Office Service and Residential Districts”, and R, RA, & RS residential districts to replace the term “Family Day-Care Home” with “Family Child Care Home” and amend its definition to be consistent with the State of Maryland’s definition.
- This text amendment would add the term “Large Family Child Care Home” along with its definition
- Wherever “Family Child Care Homes” are permitted as an accessory use, “Large Family Childcare Homes” shall be permitted by special exception.

Ms. Jackson noted that the State of Maryland passed laws allowing Large Family Childcares of up to 12 children. Currently the City’s zoning code only allows Family Daycares of up to 8 children. This change would make City’s rules more consistent with the state.

The commissioners discussed concerns about parking and traffic impacts in neighborhoods where new Large Daycare Homes could be permitted. Ms. Bratten raised concerns about these impacts, while Ms. Ryan explained that Large Family Child Care facilities would be subject to a special exception process, including review by DID staff for issues such as parking and traffic.

Mr. Drew suggested allowing large daycares by right instead of requiring a special exception.

The group also discussed the limitations and duration of special exceptions, with staff noting uncertainty about whether a special exception runs indefinitely, but emphasizing that all new family daycare applicants must still obtain state-level approval.

Ms. Bratten asked if the City was required to make this change, however it was determined that the City is under no obligation to make a change at this time.

Since there was no further questions, Mr. Chiddenton asked the group if they had consensus to move forward with the text amendment as written to public hearing with proposed changes:

- Allowing the Large Family Child Cares by right in the Hospital District .
- Allowing the Large Family Child Cares by right in the College and University District.

All were in favor with the exception of Ms. Bratten, who voted nay.

The commission had **CONSENSUS (5-1)** to move this text amendment forward to the Public Hearing process.

Other Business

Rules of Procedure (B. Jackson)

Ms. Jackson mentioned that changes were made to document containing the commission's rules of procedure. The group discussed the changes.

The discussion included items such as Dress Code, Confirmation of meeting time, and Public comment.

Ms. Bratten expressed opposition to the requirement of a dress code, noting that other commissions do not have one.

After such discussion Chair Chiddenton stated he would like to entertain a motion to adopt the rules of procedure as drafted with the following exceptions:

- Removal of Article VI: Section 7 requiring commissioners adopt a dress code.

Mr. Piorunski made a motion to approve, which was second by Ms. Bratten, and duly carried.

Chair Chiddenton stated the Rule of Procedure were **ADOPTED** as drafted.

There was further discussion about upcoming agenda items for next month's meeting.

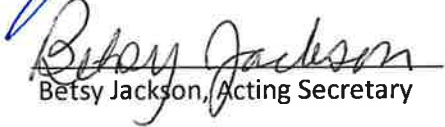
Adjournment:

Chair Chiddenton entertained a motion to adjourn the meeting. Mr. Drew entered a motion to adjourn, seconded by Mr. Piorunski



Dave Chiddenton, Chair

3/12/26
Date



Betsy Jackson, Acting Secretary

3/3/2026
Date

