

# *The Town of New Market*



Planning and Zoning Commission  
40 South Alley, New Market, MD 21774  
Virtual Meeting  
August 3, 2023 - 7:00 p.m.

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The regular meeting of the Planning and Zoning Commission of New Market was held digitally via the Zoom App on Thursday, August 3, 2023, with Acting Chair Todd McEntire presiding. Members of the Commission present were Matt Chance (Town Council Liaison), Brooke Donahue, Brian Gable, and Arnold Alcantar. Members of the Commission absent: Anthony Bruscia and David Price. Also present was Town Zoning Administrator/Town Planner Pat Faux and Town Engineers Shawn Burnett and Tim Rye

**CALL TO ORDER:** The meeting was called to order at 7:04 p.m.

**MINUTES:** July 6, 2023: deferred to September 7, 2023.

## **CONTINUED BUSINESS**

### **Permit #1856 B – Royal Oaks Subdivision Improvement Plan Revision**

Rick Curry, B & R Design Group presented the revised Royal Oaks Subdivision Improvement Plans dated August 2, 2023. The revision removed impacts outside of the Town's easement. Mr. Burnett informed the Commission that he received a letter dated August 3, 2023, from Frederick County Division of Planning & Permitting indicating that their review of the stormwater management for the Royal Oak Subdivision was in order and acceptable. For further information, please refer to the Staff Report dated July 26, 2023.

**Motion:** Acting Chair McEntire requested that the Planning and Zoning Commission approve Permit 1856 B as revised on August 2, 2023.  
**Second:** Commissioner Gable  
**Public Comment:** 0  
**Vote:** For – 4 (McEntire, Alcantar, Donahue, Gable)  
Against – 0  
Abstain – 1 (Chance)

Chairperson Initials AB | me

Absent – 2 (Bruscia, Price)

**The Motion passed.**

## **NEW BUSINESS**

### **Permit #1863 B – East Main Street Master Plan**

Ms. Faux reported that the Town received an application on April 28, 2023, for a TRC Master Plan on the East Main Street property. The applicant is requesting that the Planning Commission consider the completeness of their application. For further information, please refer to the Staff Report dated July 26, 2023.

*Motion:* Commissioner Donahue made a Motion that the Planning and Zoning Commission determine that Permit 1863 B is complete and all LDO required submittal information has been received as noted in the Staff Report dated July 26, 2023, and is ready for consideration of approval at the Commission's September 7, 2023, regular meeting.

*Second:* Town Council Liaison Chance

*Public Comment:* 0

*Vote:* For – 5 (McEntire, Alcantar, Chance, Donahue, Gable)

Against – 0

Abstain – 0

Absent – 2 (Bruscia, Price)

**The Motion passed.**

## **ADJOURNMENT**

*Motion:* Commissioner Gable made a motion to adjourn the meeting.

*Second:* Town Council Liaison Chance

*Vote:* For – 5 (McEntire, Alcantar, Chance, Donahue, Gable)

Against – 0

Abstain – 0

Absent – 2 (Bruscia, Price)

The meeting adjourned at 7:43 p.m.

Respectfully submitted,

Michelle Mitchell

Town Clerk

Chairperson Initials: PB/ml