

July 12, 2012 – 7:00 p.m.

The regular meeting of the Planning & Zoning Committee of the Town of New Market was held July 12, 2012, in the Town Hall, 39 West Main Street, New Market, Maryland. Members present were: Mike Davies, Linda Spoales, Donna Fallow, Sandy Pucciarelli, and Anthony Bruscia. Zoning Administrator, Bruce Galloway and Town Engineer, Shawn Burnett were also present.

CALL TO ORDER: The meeting was called to order at 7:05 p.m.

APPROVAL OF MINUTES

Decision: Donna Fallow made a motion to approve the minutes of June 12, 2012 as written.

Second: Linda Spoales

Discussion: None

Vote: There was no vote called. Sandy said they were approved.

Liaison Reports:

HDC/ARC: Sandy Puciarelli did not have her notes from the last HDC/ARC meeting, so she will present her liaison report at the next P&Z meeting. Mike Davies will attend the August 14 meeting of the HDC/ARC as the Planning & Zoning liaison.

Election of Chairman:

Decision: Linda Spoales nominated Donna Fallow to the Planning & Zoning Chair to replace Howard Edwards.

Second: Mike Davies

Discussion: None

Vote: *For* – 4 (Davies, Spoales, Bruscia, Pucciarelli) *Against* – 0. *Abstain* – 0

Sandy Puciarelli will continue until the end of the year as Vice-Chair when new officers will be elected.

Old Business

1. **Royal Oaks – Record Plats for Lots 63-68** – The record plats have been reviewed by Shawn Burnett and found to be consistent with the subdivision plan and covered under the Public Works Agreement. A staff report was sent to P&Z on May 23 that stated he concurred with the approval of the plats.

Decision: Mike Davies made a motion to approve the record plats as presented.

Second: Linda Spoales

Discussion: Chris Pucciarelli, 303 Poultney Place. *Can one person make the decision to change the use of a public owned parcel?*

Bruce Galloway: *No. It has to go through a review by P&Z, a Public Hearing, etc. before a vote by the Town Council.*

Vote: For – 4 (Spoales, Bruscia, Davies, Fallow) **Against** – 0. **Abstain** – 1 (Puciarelli)

New Business

1. **Brinkley Manor – No Parking/Fire lanes** – Shawn Burnett presented a plan for a revised No Parking plan for Brinkley Manor. It is suggested that they replace the current signage with a more consistent plan and use the P with a slash through it (R71) type of parking signs that are recommended by the Uniform Traffic code for Maryland. With this type of parking sign the curbs will not have to be painted yellow. There is currently a problem with the paint flaking. The Fire Marshall has stated that Sewell Street does not meet the eighteen-foot clearance required to allow for parking and safety equipment to be able to pass. Therefore, no on-street parking will be allowed on Sewell. Shawn said that the parking issue and signage needs resolved before the Town will accept the roads from the builder. The builder would like to reuse the signposts that they have already installed but Mr. Burnett recommends that “breakaway” posts be used instead.

The board recommended that Shawn Burnett proceed with the No Parking Plan for Brinkley Manor with the following stipulations:

- Notify the builder that he will have to use “breakaway” type of posts.
- The property will have to be walked in its entirety to make sure that there are no issues with mailboxes, etc. Some mailboxes may have to be moved in order to make the plan uniform throughout the development.
- The map/plan that is presented will have the correct street and place names.

Status Updates from Shawn Burnett:

Miller & Smith: There have been no blasting notices. No submissions yet for Phase 2. Phase 1 has the basic infrastructure and is paved to the base course with curbing, etc.

Mansfield Commercial: Shawn provided comments on their plan of different plantings in the storm water management area. He has not heard back from them on the comments.

Marley Square: Shawn provided comments on their improvement plan. There are PWA/bonds to be posted. Once all of the administrative part is done the plans can be signed.

Royal Oaks: Phase 1 has been top coated, Phase 2 has the base coat and Phase 3 is being graded. Two other plats have been submitted to Shawn for review. The final two plats may come through in the next couple of months for the Board to review.

Brinkley Manor: There were no issues other than the no parking sign plan.

Food Lion Annex: Nothing to report.

Status Report from Bruce Galloway: Economic Flex text amendment: A public hearing will be coming up in the next month or so. Bill Wantz is reviewing the draft text amendment and once that is complete then he will send to Planning & Zoning for their review and recommendation.

ADJOURNMENT: Motion made by Mr. Bruscia to adjourn the meeting.

Second: Mike Davies

Discussion: None.

Vote: *For* – 5 (Fallow, Brusica, Spoales, Davies, Puciarelli) *Against* – 0. *Abstain* – 0.
The motion passed.

The meeting adjourned at 8:40 p.m.

Respectfully submitted,

Debra Butler
Clerk to Council