



Planning & Zoning Commission
Minutes
Thursday, June 7, 2012

Call to order 7:00 p.m. By; Sandy Pucciarelli, Vice-Chair

Present:

Donna Fallow	Board Member
Linda Spoales	Board Member
Dennis Kimble	Liaison Town Council
Bruce Galloway	Zoning Administrator

Administrative Business:

HDC/ARC Liaison Report:

Linda Spoales attended the HDC/ARC April 10, 2012 meeting.

ARC Business: Steve Seawright with the Orchard had a standard deck plan approved. Also, Miller & Smith at the Orchard had their standard deck plan approved as well.

New Market Elementary is going to have 4 portable classroom installed over the summer.

HDC Business: The renovation permit was approved for the New Market Fire Department.

Town Council Liaison Report:

Councilman Denis Kimble reported that Senator Brinkley and Delegate Kelly Schulz attended the Town Council meeting. 8th alley the drainage issue seems to be under control. The Mayor gave out town clean up certificates for appreciation. Chamber of commerce attended the meeting and asked for the town to join the chamber of commerce of Frederick County.

P&Z Board Member to attend HDC/ARC June 12, 2012: Sandy Pucciarelli

Bruce Galloway - Howard Edwards resigned as Chairman for Planning and Zoning due to moving out of the Town. The board is supposed to have seven members and we now have five. We need two more members, members are appointed by the Mayor and Town Council. The officers are elected by planning and zoning commission. Next month we need to elect a chairman.

Old Business:

Status report on:

- Miller & Smith Developers at the Orchard- signed 3 more permits for them; they have 12 outstanding as of now.
- Mansfield Commercial – work continuing
- Marley Square – review is continuing very close to getting more started, the engineering review is done.
- Royal Oaks – asphalt went down on the road today.
- Brinkley Manor – New Fire signage and fire lane plan has been prepared, Shawn will review and the board will see the plans next month.
- Food Lion annexation - no activity

Sandy Pucciarelli - Royal Oaks Paving concerns:

Questions for Shawn:

1. Would a GEO tech have to be there when they are putting the asphalt down?
2. Top coat doesn't look like the tack is being put down properly. Not adjusting all of the manholes which can cause lifting as well. Streets pretty dirty and debris on it while putting it down. Poultney Place still has houses that need to be completed and still done. They are about half done and the concern is about Nicholas Hall St. water coming up through black. Top. Pictures were taken and submitted to the Mayor.

Bruce will contact Shawn with these questions and report back to the board his findings.

New Business:

Royal Oaks – Record Plat for Lots 63-68

No action can be taken due to lack of quorum. Rick Curry will bring plats back to the July 2012 meeting.

105 W. Main St. – Rob Yost proposal of subdivision

Wants to subdivide the property into two lots the existing house would be the one lot then the out building would be the second lot. He will bring back more detailed drawings to the board.

Bruce Galloway- Amendments to Land Development Ordinance

Demolition by Neglect- when it was written in the zoning ordinance it was written so that it would apply for all properties. The attorney said the way it reads, it looks like it just applies to the Historic District. The board feels it needs to be the whole town. Bruce has made a text amendment with the changes and is waiting to get word back from the attorney.

Another text amendment is needed to create a new district called the Economic Development Flex Zone and this will be brought before the board in the upcoming months.

No motion to adjourn due to lack of quorum.