



Planning & Zoning Commission  
Minutes  
Thursday, July 7, 2016

The regular meeting of the New Market Planning and Zoning Commission was held on Thursday, July 7, 2016 in the Town Hall, 39 West Main Street, New Market, Maryland, with Vice-Chair Linda Spoales presiding. Members absent were: Anthony Bruscia and Aaron Gordon. The members of the board present were as follows:

Todd Hanson	Board Member
Marty Hart	Board Member
David Price	Board Member
Dennis Kimble	Town Council Liaison
Shawn Burnett	Town Engineer

CALL TO ORDER: The meeting was called to order at 7:02 p.m.

**APPROVAL OF MINUTES:**

*Minutes from June 2, 2016*

**Motion made by: David**, to approve the minutes as written.

**Seconded by: Todd**

**Vote: For – 4** (Marty, David, Todd, Linda) **Against – 0, Abstain – 0,**

**Absent – 2**(Anthony, Aaron)

*The motion passed*

Due to lack of quorum for the approval of the minutes from April and May, they will be deferred until the August meeting.

**HDC/ARC Liaison Report:** No report was given.

**Old Business:**

*Calumet / Presentation of Preliminary Plan Subdivision*

Pat Faux, Zoning Administrator and Shawn Burnett, Town Engineer discussed the staff report dated July 5, 2016 with the Planning Commission and gave recommendation to approve the Calumet preliminary plat of subdivision.

Commission Chair Signature: 

**Motion made by: David**, to approve the recommendation and accept the modifications listed in the staff report dated July 5, 2016.

**Seconded by: Marty**

**Public Comment:**

- Shawn Burnett, Town Engineer
- Dave Severn, Attorney representing Miller & Smith

**Motion Amended:**

**Motion made by: David**, for the Planning and Zoning Commission to approve the application for preliminary plan of subdivision with the recommended modifications listed in the staff report dated July 5, 2016, and to provide 21 pages of Mylar's for signature.

**Seconded by: Marty**

**Vote: For – 5** (Marty, David, Todd, Linda, Dennis) **Against – 0, Abstain – 0,**

**Absent – 2**(Anthony, Aaron)

*The motion passed*

**New Business:**

*Calumet DRRA*

This agenda item will be postponed until next month's meeting.

*Annual Report for the Comprehensive Plan*

Pat Faux, informed the Planning Commission that the Maryland Department of Planning Annual Report is due. All jurisdictions must report the basic reporting requirements as required by MD Land Use Section 1-207. The board approved the report to be sent to Maryland Department of Planning and noted that Anthony, Marty and Todd still need to do the certification class online.

*Alley Repair – Councilman Jake Romanell / Shawn Burnett, Town Engineer*

Councilman Romanell informed the Planning Commission of the recent issue that has occurred during the streetscape project with the curbing and alley width at the entrance to Third Alley from Main St. Councilman Romanell asked for a recommendation to proceed with the repairs. The board agreed to the repairs as long as the Fire Department was ok with the alley going back to the width it was before.

**Public Comment:**

- 64 W. Main St. – Jennifer Runkles

*Board of Appeals Case # NM-B-16-02*

Pat Faux reported that there will be a hearing on July 13, 2016 for The New Market Board of Appeals to hear a case for an amendment to the conditions of an existing Special Exception, approved by the Board of Appeals on June 23, 2004 that approved the operation of a restaurant and sandwich shop without drive through service in the Residential Merchant District. This case is for the property at 81 W. Main St.