



Planning & Zoning Commission
Minutes
Thursday, January 5, 2012

Call to order 7:00 p.m. By; Howard Edwards, Chairman

Present:

Sandy Puccerelli	Vice-Chair
Donna Fallow	Board Member
Linda Spoales	Board Member
Mike Davies	Board Member
Dennis Kimble	Liaison Town Council
Bruce Galloway	Zoning Administrator

Administrative Business:

Minutes

Motion made by: Dennis, to accept the minutes as written.

Seconded by: Donna

All in favor

HDC/ARC Liaison Report:

Sandy Puccerelli attended the HDC/ARC November 8, 2011 meeting. The New Market Fire department attended the meeting and they had a temporary sign application to advertize their events. The board suggested several different ideas as to what they should consider for the design and materials. They are going to come back to HDC next month with some other designs to be approved.

P&Z Board member to attend HDC/ARC:

January 10, 2012 meeting – Linda Spoales

Town Council Liaison Report:

Councilman Kimble reported that the Town Council appointed a new member to the HDC/ARC board, Steve Sykes of 32 W. Main St.

Code Enforcement Report:

Bruce Galloway – Due to the fire that occurred on January 2, 2012 at 146 W. Main St., the question was asked, do we charge them the permit fee for re-construction? Bruce informed the board that no, we don't charge them the fee. He is sending a letter to the Mayor and Town Council to review the policy as to when fees are waived.

Old Business:

2012 Master Plan – Bruce Galloway

Maryland Department of Planning asked for a 30 day extension in their review. We haven't received anything back yet. We have been getting comments back in response to a letter that we sent out to all the land owners that were affected by any potential annexations in the new plan. We are compiling all those comments and when the Maryland Department of Planning comments come back we will get all of those comments to you with a cover letter telling you what you will need to do with them.

Status report on:

- Miller & Smith – has a phase 2 plat in for review.
- The Orchard – LOC's have been released.
- LUYAA – LOC's have been released.
- Mansfield Commercial – Landscape agreement signed.
- Marley Square – No report
- Royal Oaks – re-approval of improvement plans to require a vote.
- Food Lion Annexation – No report

New Business:

Miller & Smith – Review of Phase 2 Plat – Shawn Burnett

Motion made by: Linda, that we conditionally approve the Miller & Smith phase 2 plat, dated January 5, 2012, pending with signatures of the owners and the notarization.

Seconded by: Sandy

All in favor

Mansfield Shopping Center – Signatures needed for Improvement Plan Mylar's (sheets C-1, C-2, C-2A, C-5A, C-11A and E-1)

Motion made by: Linda, that we approve the signatures needed for the Mansfield shopping center improvement plan Mylar's specifically sheets C-1, C-2, C-2A, C-5A, C-11A and E-1.

Seconded by: Mike

All in favor

Royal Oaks – Re-approval of Improvement Plans- Shawn Burnett

Motion made by: Dennis, that we sign the Improvement Plan Mylar's.

Seconded by: Mike

Public Comments:

Tom Lang – New Market West

Chris Puccerelli – 303 Poultney Place

All in Favor

Adjourn

Motion made by: Mike, to adjourn.

Seconded by: Donna

All in favor