

The Town of New Market



Planning and Zoning Commission
40 South Alley, New Market, MD 21774
Virtual Meeting
April 4, 2024 - 7:00 p.m.

The regular meeting of the Planning and Zoning Commission of New Market was held digitally via the Zoom App on Thursday, April 4, 2024, with Vice Chair Todd McEntire presiding. Brooke Donahue, Arnold Alcantar, Brian Gable, and Matt Chance (Town Council Liaison) were present. Anthony Bruscia and David Price were absent. Town Zoning Administrator/Town Planner Pat Faux, Town Engineers Shawn Burnett, Tim Rye, and Erica Adamski were also present.

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

MINUTES: The March 7, 2024, meeting minutes were deferred to the next meeting.

CONTINUED BUSINESS

Permit #1935B - Partially Enclosed Pavilion Improvement Plans

Staff presented supplemental information to the Planning Commission. For further information, please refer to the Staff Report dated March 12, 2024.

Motion: Commissioner Donahue made a Motion to Approve and push to Town Council

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.

PERMIT #1864B – Informal Review of PFCP – East Main Street

The applicant, T. Wesley Poss, made an informal presentation on their proposed off-site forest conservation mitigation plan that would add trees in Town and on Town owned property. The

Chairperson Initials AB/mre

applicant and staff asked if the Planning Commission had any guidance, concerns or comments to offer prior to the formal submittal. The Planning Commission members discussed the matter and did not identify any concerns other than stating that tree planting on Town property should be approved by the Town Council.

NEW BUSINESS

Permit #1939B – Zoning Text Amendment Request – Shentel Pop – 76 West Main Street

Staff presented a request from a public utility provider for a zoning text amendment. The applicants wish to build an unoccupied public utility structure on the New Market Volunteer Fire station parcel in an area near Town Hall near South Alley. This parcel is zoned MRS. The portion of the site in question is not within the Historic Overlay. The Planning Commission requested a Public Hearing. For further information, please refer to the Staff Report dated March 25, 2024.

Permit #1932B – Updated/NRI/FSD – Calumet

Shawn Burnett and Erica Adamski presented that they received and reviewed the applicant's updated Calumet Planned Development Natural Resource Inventory/Forest Stand Delineation dated March 25, 2024. For further information, please refer to the Staff Report dated March 27, 2024.

Motion: Commissioner Donahue made a Motion that the Town of New Market Planning and Zoning Commission approve the updated Natural Resource Inventory and Forest Stand Delineation for Calumet dated March 25, 2024, for Permit #1932B

Second: Town Council Liaison Chance

Public Comment: None

Vote: For – 5 (McEntire, Alcantar, Chance, Donahue, Gable)
Against – 0
Abstain – 0
Absent – 2 (Bruscia, Price)

The Motion passed.

Permit #1934B – Preliminary Plat Extension – Calumet

Pat Faux and Shawn Burnett presented that they received a request from the applicant for a five (5) year extension of the Preliminary Plat approval for the Calumet Planned Development

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along Boyers Mill Road. For further information, please refer to the Staff Report dated March 27, 2024.

Motion: Commissioner Donahue made a Motion that the Town of New Market Planning and Zoning Commission approve the revised Preliminary Plat for Calumet dated February 29, 2024, and the Permit #1934B request to extend this approval until July 25, 2029

Second: Town Council Liaison Chance

Public Comment: Jim Proakis, Soo Lee-Cho

Vote: For – 5 (McEntire, Alcantar, Chance, Donahue, Gable)
Against – 0
Abstain – 0
Absent – 2 (Bruscia, Price)

The Motion passed.

Permit #1737 – Modification request to Plat for Town parcel west of Post Office

Pat Faux and Shawn Burnett presented that the Town received a letter from Frederick County requesting a modification to the Wood Subdivision Plat for Parcel 2375. For further information, please refer to the Staff Report dated March 27, 2024.

Motion: Commissioner Donahue made a Motion that the Town of New Market Planning and Zoning Commission approve removing the 609.26 foot access denied along Main Street frontage of parcel 2375 noted on the 1988 Wood Subdivision Plat for Permit #1737

Second: Commissioner Alcantar

Public Comment: None

Vote: For – 5 (McEntire, Alcantar, Chance, Donahue, Gable)
Against – 0
Abstain – 0
Absent – 2 (Bruscia, Price)

The Motion passed.

Presentation – Improvement Plan @ Intersection of Quaker Way, Wainscot & Old New Market Rd

Shawn Burnett provided information on the County's Old New Market Road at Quaker Roadway plan. He said the staff supports the proposed County improvements. The Planning Commission did not have any added comments to offer. For further information, please refer to the Staff Report dated March 27, 2024.

Chairperson Initials: AB/ml

Informal Comment – Early Draft of County Recreational Trail Feasibility Study

The County team drafting the Frederick County Recreational Trail Feasibility Study asked if the Town could provide early comments on the draft concept plan with alternative alignments they are formulating. Individual Commission members offered comments. For further information, please refer to the Staff Report dated March 27, 2024.

ADJOURNMENT

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

Second: Town Council Liaison Chance

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

Against – 0

Abstain – 0

Absent – 2 (Alcantar, Price)

The Motion passed.

The meeting adjourned at 8:40 p.m.

Respectfully submitted,

Michelle Mitchell, Town Clerk

Chairperson Initials: AB/me