

The Town of New Market



Planning and Zoning Commission
40 South Alley, New Market, MD 21774
Virtual Meeting
September 4, 2025 - 7:00 p.m.

The regular meeting of the Planning and Zoning Commission of New Market, convened to discuss and make decisions on various zoning matters, was held digitally via the Zoom App on Thursday, September 4, 2025, with Vice Chair Todd McEntire presiding. The members present were Brooke Donahue, Brian Gable, and Kevin DeLany (Town Council Liaison). Commission members Anthony Bruscia and Arnold Alcantar were absent. Town Zoning Administrator/Town Planner Pat Faux and Town Engineers Shawn Burnett and Erica Adamski were also present.

CALL TO ORDER: The meeting was called to order at 7:04 p.m.

MINUTES: The July 2, 2025, meeting minutes were deferred to the next meeting.

NEW BUSINESS

Permit #2036B – New Market Parkway NRI/FSD

Town staff received an electronic National Resources Inventory/Forest Stand Delineation (NRI/FSD) submission made by the applicant representative on August 1, 2025, in response to staff review comments provided to the applicant on July 31, 2025. For further information, please refer to the Staff Report dated August 11, 2025.

Motion: Commissioner Donahue made a Motion based on staff recommendations that the Town of New Market Planning and Zoning Commission approve the New Market Parkway NRI/FSD titled “Natural Resource Inventory and Forest Stand Delineation” revision dated August 1, 2025, for Permit #2036B, from the date the minutes of this meeting are approved.

Second: Town Council Liaison DeLany

Public Comment: None

Chairperson Initials AB/mem

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Vote: For – 4 (McEntire, DeLany, Donahue, Gable)
Against – 0
Abstain – 0
Absent – 2 (Bruscia, Alcantar)
The Motion passed.

ADJOURNMENT

Motion: Commissioner Donahue made a Motion to Adjourn the meeting
Second: Commissioner Gable
Public Comment: None
Vote: For – 4 (McEntire, DeLany, Donahue, Gable)
Against – 0
Abstain – 0
Absent – 2 (Bruscia, Alcantar)
The Motion passed.

The meeting was adjourned at 7:15 p.m.

Respectfully submitted, Michelle Mitchell, Town Clerk

Chairperson Initials: AB/ml

The Town of New Market



1793

TO: The Town of New Market Planning and Zoning Commission
FROM: Pat Faux, Zoning Administrator and Shawn Burnett, Town Engineer
DATE: August 11, 2025

RE: New Market Parkway NRI/FSD, Permit # 2036B

The Town Staff received an electronic Natural Resources Inventory/Forest Stand Delineation (NRI/FSD) submission made by the applicant representative on August 1, 2025 in response to staff review comments provided to the applicant on July 31, 2025. The NRI/FSD plans contain 6 sheets and are titled 'Natural Resource Inventory and Forest Stand Delineation' New Market Parkway, revision dated 8/1/25.

Per Town LDO Article VIII FOREST CONSERVATION Section 5.0:

5.0 FOREST STAND DELINEATION

5.1 Criteria.

5.1.1 A Forest Stand Delineation shall be submitted at the initial stages of subdivision or project plan approval or stormwater management approval, before a grading permit application, or before a sediment control application is submitted for the tract being developed.

5.1.2 The Forest Stand Delineation shall be prepared by a registered licensed forester, licensed landscape architect, or a Maryland Department of Natural Resources (DNR) Qualified Professional who meets the requirements stated in COMAR08.19.06.01A.

a. The Forest Stand Delineation is subject to review by the TFC.

5.1.3 The Forest Stand Delineation shall be used during the preliminary review process to determine the most suitable and practical areas for forest conservation and shall include the following components:

a. A topographic map identifying intermittent and perennial streams and respective 50-foot buffers, steep slopes over 25%, 100-year floodplains, and wetlands; and

b. A soils map delineating soils with structural limitations, hydric soils, or soils with a soil K value greater than 0.35 on slopes of 15% or more; and

c. Forest stand maps characterizing species, location, and size of trees showing dominant and co-dominant forest types; and

d. Information required by the Technical Manual; and

e. Any other information Town determines is necessary to implement this

FCO.

5.1.4 If approved by the Town, a simplified forest stand delineation, a concept plan or plat, preliminary plat or plan, sediment control plan, or other appropriate document, verified by a site visit, if appropriate, substitute for a full or intermediate delineation if:

- a. When no forest cover is disturbed during a construction activity; and
- b. Designated to be under a long term protective agreement.

5.1.5 The Town shall consider a simplified forest stand delineation, or other substitute plan described in Section 5.1.4, complete if it includes:

- a. All requirements under Section 5.1.3 of this FCO;
- b. A map showing existing forest cover as verified by field inspection by the TFC; and
- c. Other information required by this FCO.

5.1.6 Time for Submittal

- a. Within 30 calendar days after submittal of the forest stand delineation, the Town shall notify the applicant whether the forest stand delineation is complete and correct. At this time, the Town will notify the applicant what additional information is needed for a complete application.
- b. If the Town fails to notify the applicant within 30 days, the delineation shall be treated as complete and correct.
- c. The Town may require further information and/or extend the deadline under extenuating circumstances.

5.1.7 An approved forest stand delineation may remain in effect for a period not longer than 5 years.

Staff have concluded that the August 1, 2025 submission for Permit #2036B does conform with requirements in Town LDO Article VIII Section 5.0.

A draft motion follows for the Commission's consideration:

DRAFT MOTION

The Town of New Market Planning and Zoning Commission approve the New Market Parkway NRI/FSD titled 'Natural Resource Inventory and Forest Stand Delineation' revision dated 8/1/25 for Permit #2036B, from the date the minutes of this meeting are approved.