

The Town of New Market



TO: The Town of New Market Maryland Planning Commission
FROM: Pat Faux, Zoning Administrator and Shawn Burnett, Town Engineer
DATE: August 28, 2026, updated September 9, 2026

RE: Staff Report on Permit No. 2080B – Final Plat Lots 1-29 & OUTLOTS ‘A’ – ‘C’ ‘WEST MAIN’

The Town received an application for Final Plat Permit No. 2080B on the 21st of January 2026. This application represents the final Town approval required before homes sales may begin. Current Town approvals in place for this site include.

- Property Rezone - approved by Town Council based on a recommendation from the Planning Commission.
- TRC Master Plan - approved by the Planning Commission.
- Preliminary Plan of Subdivision – approved by the Planning Commission.
- Site Plan – approved by the Planning Commission.
- Improvement Plans – approved by the Planning Commission.
- Final Residential Architecture – approved by the New Market Architectural Review Commission.

The Town of New Market Maryland Land Development Ordinance (LDO) Article VI section 2.4.5 requires the Planning Commission to approve Final Plats that it finds it to be substantially in accordance with the previously approved Preliminary Plan of Subdivision and all applicable LDO regulations.

LDO Article VI sections 2.4.4 and 2.4.5 require that the Planning Commission staff check to determine whether the Final Plat is in compliance with the applicable LDO regulation and with the conditions of the Preliminary Plan of Subdivision approval and submit findings and recommendations to the Planning Commission.

After several staff reviews and applicant revisions, staff conducted a final review of the Final Plat Lots 1-29 & OUTLOTS ‘A’ – ‘C’ ‘WEST MAIN’ received electronically on August 28, 2026, and signed by the Property Line Surveyor on August 26, 2026. Staff’s review was guided by LOD Article VI Sections 2.4 and 6.0.

Staff finds that the application to be in compliance with the applicable regulations and the conditions of the Preliminary Plan of the Subdivision approval.

Staff recommends approval as submitted and recommends that the Chairman sign the plans after two remaining administrative items are addressed to the satisfaction of Town Staff:

1. Per Article VI Section 6.3, the Owner’s Certificate and Trustee’s assent need to be completed
2. All fees due to the Town associated with this Permit be paid by the applicant.

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Staff offers the following motion for consideration by the Planning Commission.

DRAFT MOTION FOR PERMIT 2080B

I move that the Planning Commission find that the Final Plat is in conformance with the approved Preliminary Plan of Subdivision and all applicable Land Development Ordinance regulations in accordance with the staff report updated September 9th, 2026

I further move that the Planning Commission approve the Final Plat Lots 1-29 & OUTLOTS 'A' – 'C' 'WEST MAIN' for Permit 2080B signed by the Property Line Surveyor August 26, 2026, with the condition that the remaining administrative items in the updated September 9th, 2026, staff report be addressed to the satisfaction of Town Staff prior to signature by the Commission Chair.