

Caroline County Planning Commission



John Schmidt, Chairman
Keith Neal, Vice Chairman
Wilbur Levensgood, Jr., Commissioner Member
Nancy Minahan, Member
Charles Mosca, Member
Jeffrey Powell, Member
Dr. Derek Simmons, Member

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January 24, 2018

CAROLINE COUNTY PLANNING COMMISSION MINUTES

The Caroline County Planning Commission held its regularly scheduled meeting on Wednesday, January 24, 2018 in Room 110 of the Health and Public Services Building, 403 South 7th Street, Denton, Maryland.

Present were: John Schmidt, Chairman; Keith Neal, Vice-Chairman; and members, Wilbur Levensgood, Charles Mosca, Nancy Minahan, Jeffrey Powell, Dr. Derek Simmons. Also present were Katherleen Freeman, Director of Planning & Codes; Alex Willis, Long Range and Agricultural Planner; Leslie Grunden, Environmental and Facilities Planner; Heather Price, County Attorney; and Melanie Smith, Administrative Assistant to the Boards.

AGENDA:

- Approval of the December 13, 2017 Meeting Minutes
- Review of Proposed CWSP Amendment – Federalsburg Water System
- Review of Proposed Zoning Ordinance Updates - Mineral Extraction Facilities
- Department Update – Katherleen Freeman

Chairman Schmidt called the meeting to order at 7:33 PM.

APPROVAL OF MINUTES

Chairman Schmidt asked for comments on or corrections to the minutes from the December 13, 2017 meeting.

Motion: Mr. Powell made a motion to approve the minutes as written.
Second: Mr. Neal seconded the motion.
In Favor: All Commission members voted in favor of the motion (6-0).

PROPOSED CWSP AMENDMENT – FEDERALSBURG WATER SYSTEM

Ms. Grunden explained that an amendment needed to be made to the Comprehensive Water and Sewer Plan (CWSP) Water Chapter Inventory of Priorities to include information about the Town of Federalsburg's planned replacement of water main, and Federalsburg Water Service Area map to include an existing service area north of the town boundary that was never added to the Federalsburg Water Service Area map.

Staff recommended that upon review of the proposed amendment, the Planning Commission recommend forwarding it to the County Commissioners for review and approval.

(Mr. Levensgood arrived at this time.)

Motion: Mr. Mosca made a motion to forward the proposed CWSP Amendment to the Commissioners for their review and approval.

Second: Ms. Minahan seconded the motion.

In Favor: All Commission members voted in favor of the motion (7-0).

MINERAL EXTRACTION FACILITIES

Chairman Schmidt stated that at the last Planning Commission meeting the attorneys were offered the opportunity to submit suggestions for the new ordinance and they were received and accepted. Ms. Freeman introduced the proposed ordinance. Typographical errors and improved wording aside the following concerns were discussed.

- Mr. Simmons suggested adding site plan approval to the Planning Commission power and duties in Chapter 175-165 of the Zoning Ordinance; and
- Ms. Ogletree asked that building rights be addressed in the subdivision chapter of the code to define what happens when lots are consolidated for mineral extraction; and
- Mr. Drummond noted that as it is proposed the applicant would be required to receive final site plan approval before receiving approval for the Use by the (BZA) Board of Zoning Appeals. He suggested presenting a preliminary site plan to the (TAC) Technical Advisory Board (his suggested edits were included in the Board Package); have TAC's suggestions and preliminary site plan approved by the Planning Commission; receive use approval from the BZA; bring the final site plan, with final engineering and resolved conditions, back to the Planning Commission for final site plan approval.

The Board agreed Mr. Drummond's suggestion should be incorporated into the Ordinance but also did not want to delay the process any longer. Ms. Freeman suggested they make a recommendation to the County Commissioners to review

the proposed Ordinance and ask that they consider the suggested order of review and wording pertaining to the preliminary and final site plan requirements.

Motion: Ms. Minahan made a motion to forward the proposed ordinance with the edits discussed to the County Commissioners and ask that they consider the process of review with regards to preliminary and final plans, and the order of review by appropriate reviewing bodies.

Second: Mr. Mosca seconded the motion.

In Favor: All Commission members voted in favor of the motion (7-0).

DEPARTMENT UPDATE

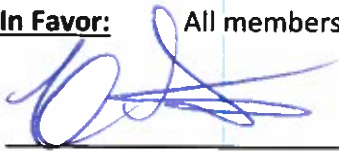
The Maryland Department of Planning will be coming to Caroline County to meet with municipalities, County Commissioners and Planning Commission. They would like to meet with the Commissioners and Planning Commission on February 15, 2018 5-6 pm. A public meeting will also take place from 7-8:30 that the Planning Commission was encouraged to attend. They will announce the proposed state development plan.

ADJOURNMENT

Motion: Chairman Schmidt made a motion to adjourn the meeting at 9:17 p.m.

Second: Mr. Powell seconded the motion.

In Favor: All members voted in favor of the motion (7-0).



Katheleen Freeman
Director, Planning & Codes



John Schmidt, Commission Chairman



Prepared by: Melanie L. Smith