

# Caroline County Planning Commission



John Schmidt, Chairman  
Keith Neal, Vice Chairman  
Daniel Franklin, Commissioner Member  
Nancy Minahan, Member  
Charles Mosca, Member  
Jeffrey Powell, Member  
Dr. Derek Simmons, Member

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January 8, 2020

## CAROLINE COUNTY PLANNING COMMISSION MINUTES

The Caroline County Planning Commission held its regularly scheduled meeting on Wednesday, January 8, 2020, Room 111 of the Health and Public Services Building, 403 South 7<sup>th</sup> Street, Denton, Maryland.

Present were: John Schmidt, Chairman; and members, Keith Neal, Jeffery Powell, Dr. Derek Simmons and Dan Franklin. Also present were Katherine Freeman, Director of Planning & Codes; Leslie Grunden, Assistant Director of Planning; and Beth Beales, Long Range and Agricultural Planner.

### Agenda:

- Approval of the November 13, 2019 Meeting Minutes
- Jefferson Run Subdivision- Discussion of Subdivision and Text Amendment Proposal
- MDP Clearinghouse Review- Federalburg Water Line Replacement
- BZA Report
- Department Update- Katherine Freeman

Chairman Schmidt called the meeting to order at 7:35 p.m.

### APPROVAL OF MINUTES

Chairman Schmidt asked the members if they had reviewed the minutes from the November 13, 2019 Planning Commission meeting. Mr. Franklin stated that Mrs. Stevens' statement about not being able to irrigate her farm due to poor water quality in Marsh Creek as a result of the new wastewater treatment plant at Jones Estates mobile home park (formerly Prettyman Manor) was not accurate. He requested that the minutes be revised to include the comments made by Planning Commission members that pointed out the inaccuracy.

**Motion:** Mr. Powell made a motion to approve the minutes with the corrections.

**Second:** Mr. Franklin seconded the motion.  
**In Favor:** All Commission members voted in favor of the motion (5-0).

### **Jefferson Run Subdivision- Discussion of Subdivision and Text Amendment Proposal**

Ms. Freeman reported to the members that the Department of Planning and Codes has been in discussions with the current owner and potential buyer of the Jefferson Run Subdivision. The potential buyer, GBMH Properties LLC, would like to construct modular and/or manufactured homes within this subdivision; however, manufactured homes were restricted under the previously approved Declaration of Covenants, Restrictions and Easements as recorded in Land Records. A modification to this document would require an approval from the Planning Commission since it was approved as part of the subdivision. The members reviewed a draft of the document submitted by the GBMH Properties.

A modification to the original Covenants to allow modular and/or manufactured homes would change the nature of the Jefferson Run Subdivision to a Mobile Home Subdivision, which is defined in The Code as a residential subdivision planned and developed for mobile homes. The parcels associated with the subdivision are located in the R-1 Single Family Residential Zoning District; however, Mobile Home Subdivisions are only allowed in the Mobile Home Zoning District. GBMH Properties LLC is requesting that the County draft a text amendment to allow their proposal.

Mr. Chuck Shade with Clayton Homes, representing GBMH Properties, the potential buyer of the property, was present for the discussion. He stated that by offering a higher quality manufactured home product, which does not require installation of a sprinkler system, the Clayton Homes proposed development at Jefferson Run would offer an affordable housing option to Caroline County residents. He added that the land purchase is contingent on the County approving the text amendment to allow manufactured homes in the proposed subdivision. Mr. Shade told the members that all the homes will be sold as land and home packages, identical to typical subdivision layouts, and added that lots would be ½ acre to 1 acre. Clayton Homes would require all homes to be certified as part of the HUD-approved MH Advantage Homes Program, which requires more architectural details and improvements than standard manufactured homes, including higher pitch roof lines, porches and/or garages, interior drywall, dormers, and Energy Star compliance.

The members had concerns with the proposed text amendment to allow manufactured homes in the R-1 district in order to accommodate the proposed subdivision, primarily because it would effectively allow expansion of manufactured home development throughout the County's entire R-1 district. Dr. Simmons stated that the members understand what Clayton Homes is trying to accomplish with its proposed subdivision development, but because of the potentially far-reaching implications of the proposed text amendment, it will take more time than the current meeting for the members to adequately review the implications and determine what the larger impacts to the County would be.

Mr. Shade commented that without the approval of the text amendment to allow manufactured homes in the subdivision it was unlikely that Clayton Homes would pursue the development project. He added that he would communicate the longer timeline for review of the proposal to the potential buyer of the property (GBMH Properties).

Ms. Freeman told the members that staff can draft an outline of a text amendment to address the members' concerns and distribute it for review at the February Planning commission meeting.

**Recommended Action:**

**Motion:** No motion was made. Mr. Schmidt asked Ms. Freeman to draft and/or outline possible text amendment for the board to look at. If Clayton Homes would like to continue with the process, this item will be on the agenda next month.

**MDP Clearinghouse Review-Federalburg Water Line Replacement**

Ms. Grunden reported to the members that the Maryland Department of Planning Clearinghouse Review has requested comment from the County and various State Agencies on a water system improvement project proposed for the Town of Federalburg. The Town proposes to replace aging municipal water infrastructure in an area served by the Federalburg municipal water system. The project includes replacement of 2,700 feet of 6" pipe along Old Denton Road from Laurel Grove Road north to an existing fire hydrant. Also included in the work are 48 new 1" connections to existing houses, one 2" connection, four hydrants and valves, and two 6" valves. The Town is seeking funding from State (MDE and CDBG) and federal (USDA RD) sources to support the project cost of \$400,000.

Ms. Grunden told the members that in January 2018, the Planning Commission recommended approval of an amendment to the County's Comprehensive Water and Sewer Plan (CWSP) to add this project to the Plan's Water Chapter inventory. The project supports the goals of the 1992 Caroline County Comprehensive Water and Sewerage Plan to "protect the general health, safety and welfare of the people of Caroline County through the provision of adequate water and sewerage facilities" and to "ensure that all municipal, industrial and individual water supply and wastewater systems are designed and constructed to acceptable standards".

Ms. Grunden told the members that, pending Planning Commission questions or issues, staff recommends Clearinghouse Approval Code 'C1': "It is Consistent with our plans, programs, and objectives", for the project.

**Motion:** Mr. Powell made a motion to approve the water line replacement with Clearinghouse Approval Code 'C1', and that it is consistent with the county's plans, programs, and objectives.

**Second:** Dr. Simmons seconded the motion.

**In Favor:** Commission members voted in favor of the motion (4-0). Mr. Franklin abstained from the vote.

### **BZA Report**

The Board of Zoning Appeals met December 17, 2019 to hold a Public Hearing for the following Area Variance and Special Use Exception applications:

**Application No. 19-0022:** A request by **Jose Chang** for a **Special Use Exception** for an extension to obtain a building permit and/or zoning certificate for a private soccer club. Said property is located at 18516 Taraila Rd., Marydel, MD.

The Board approved a two-year extension for the originally proposed project without changes.

**Application No. 19-0017:** A request by **Alice Tribbett** for a **Variance** to replace an existing dwelling on a nonconforming lot which would be located within the 100-foot perennial stream buffer. Said property is located at 26980 River Bridge Rd, Henderson, MD.

The Board approved the application without any opposition.

### **DEPARTMENT UPDATE**

Ms. Freeman reported that the Codes Enforcement Officer position has been filled and the new employee, Stacey Pindell, started earlier in the month. Ms. Freeman also stated that she is the Chair for the Complete Count Committee for the 2020 Census. This committee is tasked to ensure that all members in the County, especially the "hard-to-count" population, which are the elderly, homeless and children ages 0-5, are counted.

### **ADJOURNMENT**

**Motion:** Mr. Schmidt made a motion to adjourn the meeting at 9:32 p.m.

**Second:** Dr. Simmons seconded the motion.

**In Favor:** All members voted in favor of the motion (5-0).



Katheleen Freeman  
Director, Planning & Codes



John Schmidt, Commission Chairman



Prepared by: Elizabeth A. Beales