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MINUTES OF THE July 21, 2011 Meeting of the Easton Planning & Zoning Commission

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Members Present: John Atwood, Chairman, and members, Dan Swann, Linda Cheezum, Steve Periconi and Tom Moore.

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Members Absent:

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Staff Present: Zach Smith, Deputy Town Planner, Lynn Thomas, Town Planner and Stacie Rice, Planning Secretary.

Staff Absent:

Mr. Atwood called the meeting of the Planning & Zoning Commission to order at 1:00 p.m. The first order of business was the approval of the minutes of the Commission's June 16, 2011 meeting. Upon motion of Mrs. Swann seconded by Mr. Moore the Commission voted 5-0 to approve the minutes.

The first item on the agenda was sketch site plan review for a 5,700 square foot addition to the **Easton Elementary School Dobson Building**. Mr. Robert Simkins with Becker Morgan Group was present at the meeting. Mr. Simkins explained they are proposing a one story addition onto the rear of the Easton Elementary School Dobson Building. The addition will be used for Talbot County's Head Start program. The proposed architecture will be compatible with the existing building. Addition will be brick, have aluminum framed windows and doors and a flat roof. The site is currently landscaped and Mr. Simkins stated they plan to add a few trees and reconstruct a "butterfly garden" that will be displaced during construction. The applicant is not proposing any new parking spaces. There are approximately 200 parking spaces for the school. Mr. Simkins spoke with the Principal at the school who stated the on-site parking is adequate as there are more spaces than teachers/staff for the school. Upon motion of Mrs. Cheezum, seconded by Mr. Moore the Commission voted 5-0 to approve the sketch site plan as presented.

The next item was from staff concerning the final plat for **The Lands of Ashby Commons L.C. and Carl L. Wooters**. Mr. Thomas asked the Commission to approve Resolution No. 11-01 authorizing their Chairman to sign the plats. Upon motion of Mr. Periconi, seconded by Mr. Swann the Commission voted 5-0 to authorize Mr. Atwood to sign the final subdivision plat.

The next item was the **Design Guidelines**. Mr. Thomas stated that due to technical issues with the projector he was not able to give his PowerPoint presentation regarding the draft guidelines for the Rt. 50 corridor. The Commission agreed to discuss the guidelines for both Rt. 50 and major retail areas at their August meeting.

The next item was from staff regarding a **Zoning Ordinance Amendment**. Mr. Smith discussed with the Commission an issue that has come up regarding a recent Zoning Ordinance amendment requiring sidewalks be constructed as part of new commercial construction. This has become an issue for developers. Mr. Smith stated in the past couple of months, two projects have gone before the Board of Zoning Appeals asking for relief to construct sidewalks. The Board of Zoning Appeals suggested the Planning Commission have some flexibility in certain situations to waive the sidewalk standard requirements. Mr. Smith suggested to the Commission they not eliminate the standard, but create a fee in lieu of for future sidewalk construction.

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Mr. Smith will come to the Commission at their August meeting with a proposed Zoning Ordinance Amendment regarding sidewalk requirements.

There being no further business the meeting was adjourned at 1:25 p.m. by motion of Mr. Periconi, seconded by Mr. Moore.

Respectfully submitted,

Stacie S. Rice
Planning Secretary