



Town of Boonsboro

Planning

Monthly Staff Report

DATE: 02/05/2024

TO: Mayor & Council
Planning Commission
Town Manager

FROM: Andrew J. Bowen
Staff Planner

RE: **MONTHLY PLANNING UPDATE – January 2024**

COMPREHENSIVE PLAN:

- Planning Commission met with EDC & Parks Board on 1/24/2024
- Meeting scheduled with Lions Club 2/14/2024 at 6:30PM at American Legion

ANNEXATIONS:

- Flook & TT&K Properties – Provided Emergency Services Site Plan for a joint facility for discussion purposes **NO CHANGE**
- Meeting scheduled with King Road Associates on Friday, February 9, 2024

MAJOR SUBDIVISIONS:

- The Preserve at Fox Gap
 - High's Store requested information to move forward with building permit
 - Sediment & Erosion Plans have expired and will need to be resubmitted
 - Stormwater Management Plans have expired and will need to be resubmitted
 - Public Works Agreements and Letters of Credit
 - Water & Sewer Connection Fees
 - Building Permit Fees
 - Bonding Company negotiating agreement with the Town for completion of the Public Improvements **NO CHANGE**
- Fletcher's Grove – Chase Six / Campus Drive Realignment
 - Full Construction Plans have been submitted to SHA for review and approval
 - Town is reviewing Final Plats for land swap
 - Need approval of Architect to document the McIlwee house at 202 Maple Ave for purposes of designing similar house for the swap

MINOR SUBDIVISIONS:

- None

TEXT AMENDMENTS:

- None

INFRASTRUCTURE PROJECTS

- Reservoir Project
 - Design submitted to MDE for approval
 - Water & Sewer Amendments to be submitted in February for County Approval
 - Notifications will be sent to all adjacent property owners regarding the project
- Auction House (Vanish Brewery)
 - Working with owners DiPietro and Clements and WRA on developing a regional sanitary sewer pumps station for servicing their needs and future needs of the surrounding properties. **NEGOTIATIONS BETWEEN DIPEITRO AND CLEMENTS CONTINUE**
- WWTP Sludge Dewatering
 - Dewatering building roof installed
 - Preparation for concrete pour for sludge building

Zoning

Monthly Staff Report

DATE: 02/06/2024

TO: Mayor & Council
Planning Commission
Town Manager

FROM: Andrew J. Bowen
Zoning Administrator

RE: **MONTHLY PLANNING UPDATE – JANUARY 2024**

BOARD OF APPEALS HEARINGS:

- None

ZONING VIOLATIONS AND COMPLAINTS:

- Investigating food truck parked on Midlothian Way

ZONING CERTIFICATES / BUILDING PERMITS:

Boonsboro Permits

Building Permits Applied From 1/1/2024 Through 1/31/2024

Record No.	Address	Applicant	Applied	Issued	Status
BO2024-0001	7700 OLD NATIONAL Pike	Don Smith	01/11/24	01/25/24	Approved
BO2024-0002	329 LANAFIELD Circle	Dennis Richards	01/18/24	01/31/24	Approved
				Totals:	2 Permits