

21 North Main Street
Boonsboro, Maryland 21713
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**MINUTES OF A MEETING OF THE PLANNING COMMISSION
TUESDAY, MAY 24, 2022**

PRESENT: Chairman David Parmelee, Doug Moore, Steve Jamison, Rick Byrd, Rico Aiello, Mayor and Council Liaison Eric Kitchen

Staff Member(s): Town Planner / Zoning Administrator, Reiley Stanley, Town Manager, Paul Mantello

APPROVAL OF MINUTES: MAY 24, 2022

OLD BUSINESS

Chairman Vote

Rick Byrd nominates David Parmelee, and all members are in favor

Vice Chairman

Rick Byrd volunteers to be Vice Chair and all members are in favor

Planning Commission Vacant Seats -Scott Shippey

Chairman Parmelee called Scott Shippey to the front for an interview, Mr. Shippey is interested in joining the Planning Commission. Mr. Shippey resides in the Fletcher's Grove Neighborhood. He states that he has been in the Boonsboro area for around 20 years now and he works for the FDA. Chairman Parmelee asked his opinion on growth and Mr. Shippey stated that as long as it does not impact the current residents in the community then he is pro-growth. He stated he will review all the materials given to him and make his decision from there, good, or bad. Vice Chairman Byrd asked about dedication to the Commission for a meeting a month, Mr. Shippey stated that he works from home so that one meeting a month is not going to be a problem at all.

The Commission unanimously recommended Scott Shippey to join the Planning Commission

Minor Subdivision of Courtney Property

Town Planner Stanley stated that the Commission reviewed this plan last month, this is a future part of the Fletcher's Grove Neighborhood. The subdivision is consistent with all zoning codes.

Doug Moore recommends the approval of the plan and Rico Aiello seconds. All commission members are in favor, and it is passed unanimously.

NEW BUSINESS

Concept Plan-Ace Hardware Store & Self Storage

Town Planner Stanley showed the Commission where this project is going to take place. The applicant has already subdivided the property, rezoned this parcel to General Commercial and lastly went to the BZA for approval on the storage units. She stated that the applicant has already stated that he wants to build the Ace Hardware store before doing the storage units. She showed the Commission that there are two comments on the plan one for the BZA case number needing to be added and the dumpster location has not been shown, this can be taken care of during the site plan stage, but she wanted to include the comment.

Rico Aiello recommends the approval, Doug Moore seconds and it passed unanimously.

Boundary Line Adjustment-114 Potomac Street

Town Planner Stanley explained that the applicant owns two lots next to each other and one of the lots is too small to develop anything on it. They just want to take some land from the second lot to make both lots buildable.

Council Liaison asked if we knew if there were two taps there for sewer and water. It is believed that there is one, but we can check on two.

Doug Moore recommends the approval of the plan and Rico Aiello seconds. All commission members are in favor, and it is passed unanimously.

Dunkin Donuts Site Plan

Town Planner Stanley reviewed the site plan with the Commission. She stated that all comments from the Town and our Engineer's comments have been met and we have no problem with it. The holdup is SHA which Dunkin is working with to move the SWM structure out of their right of way.

Rick Curry, Engineer for Dunkin Donuts asked for a conditional approval for this contingent on SHA comments. Chairman Parmelee stated that it is something we can do but SHA would need to have an approval before its completely approved. Chairman Parmelee asked if SHA comments were really a concern to us? Town Planner Stanley stated that we do not own any infrastructure there and it would not impact us.

Rick Byrd recommends the approval of the plan and Doug Moore seconds. All commission members are in favor, and it is passed unanimously.

PLANNING AND ZONING UPDATES

Request for Proposal- Comprehensive Plan 2023

Town Planner Stanley went over the Request for Proposal with the Commission she explained that the Town's Comprehensive Plan was due for an update by 2024 but it is in the budget for 2023 and the Town would like to start working on this because it is going to be a large project.

Realignment of Campus Avenue and Chase Six-Update

Town Planner Stanley began to explain to the Commission that Board of Education sent the Town a letter stating that they do not want to do a land swap at all because they view the proposed land swap area as a future development area. She also shared with the Commission that the Mayor and Council would like to hold a public hearing meeting for all community members this is affecting. She provided the Commission with a pamphlet that has been created as a mailer to all residents. The Public Hearing date is TBD but she would let the Commission know as soon as she found out.

ADJOURN

Chairman Robert Maricle adjourned the meeting at 8:07 PM.

Respectfully submitted,

Reiley Stanley, Town Planner/Zoning Administrator
Town of Boonsboro