



# Town of Boonsboro

## Planning

### Monthly Staff Report

DATE: 06/06/2024

TO: Mayor & Council  
Planning Commission  
Boonsboro Municipal Utilities Commission  
Town Manager

FROM: Andrew J. Bowen  
Staff Planner

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

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#### **COMPREHENSIVE PLAN:**

- Comp Plan Presentation
  - Review Introduction Chapter in June
  - Drafting Population Chapter

#### **ANNEXATIONS:**

- Flook & TT&K Properties – Provided Emergency Services Site Plan for a joint facility for discussion purposes. **NO CHANGE IN STATUS**
- King Road Associates – The Town Officials and Staff met with representatives of the family to discuss the future of the property. Family is determining if they want to develop the property or sell it. **NO CHANGE IN STATUS.**

#### **MAJOR SUBDIVISIONS:**

- Battlefield Estates
  - Permit Renewals have been filed by the Developer with the County
- The Preserve at Fox Gap
  - Town has executed the Take Over Agreement for use of Bond Funds
  - Easterday have submitted plans to the County to renew permits to start work
    - Reviewed and approved Shop Drawing Submittal for:
      - Waterline Materials
      - Sanitary Sewer Manholes & Line Materials

- Fletcher's Grove
  - Chase Six / Campus Drive Realignment
    - SHA is reviewing the Construction Drawings for Chase 6/Campus Drive Realignment
    - Draft Final Plats for Land Swap
    - Meeting with Mr. Scott McIlwee – He is considering the Town's offer for cash value of the home.
  - Dean South Improvement Plans
    - Improvement Plans updated to reflect waterline loop from Knode Circle
    - Final Plats Conditionally Approved by Planning Commission

### **MINOR SUBDIVISIONS:**

- None

### **TEXT AMENDMENTS:**

- None

### **INFRASTRUCTURE PROJECTS**

- Reservoir Project
  - Received MDE Construction Permit
  - Project Ready for Bid
- Auction House (Vanish Brewery)
  - Utility Plans submitted for Auction House connection to sanitary sewer system
  - Preliminary Engineering Report submitted to Town for Gravity Sewer System on North Main Street
  - Draft Site Plan Submitted and Under Review
- WWTP Sludge Dewatering
  - Substantial Acceptance Granted
    - MDE Inspection for Permit Issuance
- Shafer Park – Phase IV – Walking Trail
  - Out to Bid

**Town of Boonsboro**  
**Zoning**  
Monthly Staff Report

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Zoning Administrator

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**BOARD OF APPEALS HEARINGS:**

- Potential for BOA Case in June – Fletcher’s Grove – Dean South

**ZONING VIOLATIONS AND COMPLAINTS:**

- Investigating Potential Zoning Violations on:
  - Exhaust Fans – 23 South Main Street
  - Roof Permit – 216 Weldon Drive
  - Grass/Weeds – 211 Della Lane
  - Grass/Weeds – 417 North Main Street
- Numerous calls regarding shed regulations

**ZONING CERTIFICATES / BUILDING PERMITS:**

- None