



**MINUTES OF THE PLANNING AND ZONING COMMISSION
DECEMBER 11, 2019**

Chairman Foltz called the meeting to order at 7:00 pm. In attendance were Laura Blackwelder, Larry Brown, Johnathan Evans, and Robert Gray, Commission Members, Paul Woodburn, Town Engineer, Christopher Jakubiak, Planning & Zoning Administrator, and Fran Addicott, Zoning Clerk. Absent was Cynthia Greengold.

I. APPROVAL OF THE PLANNING AND ZONING AGENDA.

MOTION: Mr. Gray moved to approve the Agenda.
Seconded by Mr. Evans, in favor.

II. APPROVAL OF THE NOVEMBER 13, 2019 PLANNING & ZONING-COMPREHENSIVE PLAN WORK SESSION.

MOTION: Mr. Brown moved to approve the November 13, 2019 Meeting Minutes. Seconded by Mrs. Blackwelder. Ayes, Commission members Brown, Blackwelder, and Evans, Mr. Gray abstained, all in favor.

III. INTRODUCE JONATHAN EVANS TO THE PLANNING COMMISSION.

Chairman Foltz introduced and welcomed Jonathan Evans to the Planning Commission.

IV. CONFIRM THE CHANGE IN THE DAY OF THE REGULAR MONTHLY PLANNING & ZONING MEETING FROM THE 2ND WEDNESDAY OF THE MONTH TO THE 4TH WEDNESDAY BEGINNING JANUARY 2020.

Chairman Foltz proposed to change the meeting date beginning January 2020 to the 4th Wednesday of the month. There were no objections from the Town Council. The Planning Commissioners consented.

V. REVIEW AND ACT ON A REQUEST TO REVISE SECTION II, BLOCK "S" OF THE TOWNHOUSE SECTION IN RICHFIELD STATION, TO CONVERT FROM A PUBLIC SEWER PUMP STATION TO INDIVIDUAL PRIVATE GRINDER PUMPS.

Mr. Joseph Devlin, the Attorney representing Michael Roepcke, the Developer for Section II, Block "S" in Richfield Station was present seeking approval to revise the development plan and final plat for the last section in Richfield Station consisting of 48 townhouse units. The revision would replace the proposed Town owned and maintained sanitary sewer pump station with individual whole house grinder pumps. He also presented a revised landscaping plan featuring a pocket park on the site of the pump station.

Paul Woodburn the Town Engineer was present to give his input to the Planning Commission.

Mr. Woodburn stated that each house will have their own grinder pump with its own backup generator that will pump to the gravity system which is located on Crestview Lane. The grinder pump will be private and will be maintained by the individual homeowner. Mr. Woodburn commented that the system has worked well for Chesapeake Village and some other locations in Town and would recommend the Planning Commission's approval with the following conditions:

- Each Townhouse unit would require a privately owned propane backup generator to run the whole house pump unit.
- The applicant will be required to install a system with the gravity discharge manhole to eliminate potential odors to the satisfaction of the Town.
- All sewage system design elements, including the backup generator & pumps, shall be approved with the initial sewer design permit plans. Installation permits can be by others.
- The area of the original Town pump station shall be nicely landscaped and approved by the Zoning Administrator for dedication to the HOA.
- The Developer shall include a notification, to be signed by each new homebuyer, that outlines and describes the whole house pump and backup generator including manufacturer recommended maintained & warranties. Such notifications shall be approved by the Town with the initial sewer design permit plans.
- All fees associated with design sewer plans shall be paid prior to approval of a Public Works Agreement (PWA).

Mr. Woodburn addressed questions from the Planning Commission.

Mr. Jakubiak described the improvements to the Landscape Plan for the proposed HOA area which include a fence, shrub border, a sidewalk connection to the front of the lower block of three townhouses, and two benches.

MOTION: Mr. Gray moved to approve the revisions to the plats, grading, site plan and landscape plan with the conditions previously presented by Mr. Woodburn with the modification of #4 to read: "The area of the original town pump station shall be nicely landscaped with a plan to be approved by the Zoning Administrator for dedication to the HOA provided the HOA concurs with the improvements". Seconded by Mr. Evans, all in favor.

Chairman Foltz requested that Mr. Jakubiak keep the Commission up to date in regards to HOA discussions.

VI. REVIEW AND ACT ON A SUBDIVISION PLAT FOR 3906 27TH STREET, CREATING TWO LOTS FROM ONE LOT IN THE MIDDLE SUBDIVISION.

Mr. Jakubiak introduced William Watson who is representing the Applicant Christina M. Harbison for a Minor Subdivision Plat located at 3906 27th Street. The Applicant is proposing to subdivide the property into two lots. Mr. Watson presented a supplement to the preliminary plan that showed proposed private sewer easements.

MOTION: Mr. Gray moved to approve the Subdivision Plat located at 3906 27th Street with the following conditions, that the plat contain a note stating that there should be no structure erected within the 15-foot proposed storm drain easement or within the 5-foot storm drain easement, and that the owner convey a right of use of those easements to the Town of Chesapeake Beach, with the existing notes that are also contained on the Subdivision Plat. Seconded by Mr. Brown, all in favor.

VII. PUBLIC COMMENTS

Councilman Greg Morris – 2425 Woodland Ct, Chesapeake Beach MD.
Councilman Morris would like to see a playground in combination with the development in Richfield Station.

Commissioner's Blackwelder and Gray would like to have agenda items available with more time to review.

Chairman Foltz announced his resignation from the Commission effective next week.

IX. ADJOURNMENT

There being no further business, the meeting adjourned at 8:55 p.m. on a motion by Mr. Gray. Seconded by Mr. Evans, all in favor.

Submitted by,

A handwritten signature in cursive script that reads "Fran Addicott".

Fran Addicott, P&Z Clerk