

**NORTH EAST PLANNING COMMISSION**

North East Town Hall Meeting Room  
106 South Main Street, North East, Maryland 21901  
Tuesday, January 3, 2017  
7:00 PM

Chairman Mark Dobbins called the meeting to order at 7:02 P.M. Present included Valerie Combs, Michael Nair and Judy Duffy. Also present were Melissa Cook-Mackenzie, Town Administrator, Betsy Vennell, Director of Planning and Lisa Rhoades, Planning and Zoning Assistant. Commissioner Eric Braley was absent.

**-MINUTES-**

October 6, 2016

Ms. Duffy made a motion to accept the October 6, 2016 minutes, as presented. Ms. Combs seconded the motion and the motion was approved by all.

**-NEW BUSINESS-**

**1. Election of Chairman for 2017**

Ms. Combs made a motion to elect Mr. Dobbins as Chairman. Ms. Duffy seconded the motion and the motion was approved by all.

**2. Election of Vice-Chairman for 2017**

Ms. Duffy made a motion to elect Ms. Combs as Vice-Chairman. Mr. Nair seconded the motion and the motion was approved by all.

**-OLD BUSINESS-**

**1. Waterfront North East-Discussion and Determination**

The Planning Commission reviewed their past comments, minutes and discussions regarding "Waterfront North East", as proposed by Mr. Hudson Benson, 15 North Main Street, North East, Maryland, at the June 7, 2016 Planning Commission meeting.

The Planning Commission concurred they have thoroughly reviewed the proposal for "Waterfront North East" and have determined that the North East Comprehensive Plan adequately addresses Phase One of the proposed "Waterfront North East" and determined that no action is required by the Planning Commission. With regard to the proposal for "Waterfront North East-Phase Two", the Planning Commission ascertains that the North East Comprehensive Plan, Chapter 3-Transportation Maps would need to be revised to include the proposed pedestrian linkage. The Planning Commission decided that they would not take any action at this time.

**2. North East Commons (Formerly the Nazarene Camp property)-North East Zoning Ordinance. Article 5-9 “H-C” Highway Commercial District Regulations: Discussion regarding an amendment to the zoning regulations to add ‘Cross-Dock Facility’ to the list of permitted uses.**

The Planning Commission received the following regarding North East Commons Traffic Feasibility Study:

- Various Email correspondence between the State Highway Administration and Traffic Concepts and the Town.
- Email correspondence from Brandon Freel, Caves Valley Partners dated December 20, 2016 to Betsy Vennell, Director of Planning.
- State Highway Administration letter dated November 21, 2016
- Traffic Impact Study for North East Commons Full Build Out dated August 2009

Ms. Vennell briefly gave an overview of the documentation distributed to the Planning Commission.

Mr. Brandon Freel, Caves Valley Partners and Mr. Mark Keely, Traffic Concepts Project Manager were present to answer inquiries about the traffic analysis information forwarded to the Planning Commission. Mr. Keely gave a brief description of how the tractor trailer to passenger vehicle comparison is achieved. Ms. Cook-Mackenzie stated that the North East Zoning Ordinance would need to include the use of a Cross Dock in the Heavy Industrial Zoning District to permit this use as it is not currently referenced in the zoning regulations. A definition of a Cross Dock would also need to be included.

Mr. Nair inquired what Mr. Freel’s expectations were moving forward should the Planning Commission recommend the addition of a Cross Dock to the North East Zoning Ordinance. Mr. Freel stated they would immediately begin to heavily market the site. Mr. Nair inquired how much area is necessary for a Cross Dock facility. Mr. Freel stated it is typically 30 acres or more.

The Planning Commission concurred that they would like the Planning Office to move forward with adding a Cross Dock Facility to the permitted uses in the “HC” Highway Commercial District Regulations. Mr. Nair requested that the Planning Office provide an overview of the parcel sizes which are currently within the “H-C” Highway Commercial District. An amendment to the Zoning Ordinance will be presented at the February 2017 Planning Commission meeting.

**-REPORTS-**

Bridge over Amtrak

Mrs. Cook-Mackenzie reported that the new proposed completion date of the Route 272 Bridge over Amtrak is scheduled for 2019.

Heron Cove

Ms. Duffy inquired whether there has been any new information regarding the proposed Heron Cove development. Ms. Vennell reported the Town has not received any information from the Developer or Engineer regarding this proposed development.

Gilpin Falls

Mrs. Cook-Mackenzie reported that the owner of a 6 acre piece of ground between Route 272 and Rogers Road named Gilpin Falls has requested a Traffic Study for the proposal of a mini mall. Ms. Vennell reported the owner would like to see the State Highway Administration recommendation prior to submitting any plans for this site.

**-COMMENTS FROM THE PUBLIC-**

None.

**-MISCELLANEOUS-**

Paradise Grill Restaurant – 510 South Main Street

Ms. Combs reported that the Paradise Grill located at 510 South Main Street has recently closed. Ms. Combs stated that special exceptions had been approved for the Paradise Grill and additional approvals had been granted to allow the business to remain open past the outlined hours of 8:00 pm in the Village Commercial District. Ms. Combs inquired whether or not the closing of this business effects the special exception and would another business be able to move into this location and keep the extended hours. Ms. Vennell stated that the Planning Office will pull the opinions and minutes from the Special Exception hearings and will forward them to the Planning Commission.

**-NEXT MEETING-**

The next meeting is scheduled for February 7, 2017.

**-ADJOURNMENT-**

With no further business, Mr. Nair made a motion to adjourn at 8:31 p.m. Ms. Combs seconded the motion and the motion was approved by all.

Respectfully submitted:

Attest:

Lisa Rhoades  
Planning and Zoning Assistant

Mark Dobbins  
Chairman