

Planning & Zoning Commission Meeting
April 20, 2023
MEETING HELD IN-PERSON & VIA TELECONFERENCE

The regularly scheduled meeting of the Planning & Zoning Commission was held at Delmar Town Hall and via teleconference. Those in attendance: Deputy Mayor Lenox, Vice Mayor Jones, Commission Members: Rochelle Outten, Beverly Wilson and Shawn Johnson. Key personnel: Town Mgr. Jeff Fleetwood, CDC William Hardin, CEO Liz Peek and Clerk of Council Vondell Spencer. Guests: Denise Garner, Dipal Patel, Jayes Patel and via teleconference: Chris Brown and Magee White.

Called to Order:

Deputy Mayor Lenox called the meeting to order at 7:00 p.m. and performed the pledge of allegiance.

Approval of Minutes –

A motion was made and seconded (Outten/Wilson) to approve the March 23, 2023 meeting minutes as circulated by roll call vote with 4 Ayes 1 Abstain (Johnson).

Old Business –

Deputy Mayor Lenox noted CDC William Hardin has submitted his retirement paperwork to the Town of Delmar after 15 years of service. He said that is not the only part of his career that he is retiring from but the one most locally and he just wanted to say he appreciated CDC Hardin and all that he has done for the Town for Delmar. He further said he knew CDC Hardin in his previous role and he was always a great representative for the Town of Delmar. Deputy Mayor Lenox thanked CDC Hardin for his 15 years of service.

CDC Hardin responded it has been a pleasure to work with the commission and he enjoyed serving the Town of Delmar.

Commission Member Outten congratulated CDC Hardin on his retirement and commented it was quite deserved. She said she as well had a good working relationship with CDC Hardin when she was in her prior position. Commission Member Outten thanked CDC Hardin for his service.

New Business –

1. **Magee White – New Deck – 9549 King Rail Drive, Delmar, MD** – Ms. White presented a new deck as referenced per the attached drawings. Commission Member Wilson questioned the date of the site plan which was dated 2019. Ms. White responded she was informed by CEO Peek that she needed to add the date that the plot map was updated with the gazebo and send her original plot map from when the home was built. Ms. White further responded they did just add that to the plot map.

Commission Member Wilson commented everything looked to be within the building setbacks.

Commission Member Outten noted the agenda request application states a 9 by 20-foot gazebo and the site plan shows a 9 ½ by 20-foot gazebo. Ms. White responded it's 20 by 9 foot. Commission Member Outten said the site plan should show the appropriate size before the Mayor and Commissioners meeting.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Commissioners for – Magee White – New Deck – 9549 King Rail Drive, Delmar, MD, with the condition that the site plan should be modified to show the direct dimension of the proposed gazebo. A motion was made/seconded (Outten/Johnson) and carried by a roll call vote of 5 Ayes.

Town Mgr. Fleetwood noted the Mayor and Commissioners and the Mayor and Council have approved this to be the last of the decks, fences etc. that this Utility Commission will see. The administrative staff will have the authority to handle those submittals administratively. A conversation ensued.

- Chris Brown/Ryan Homes – New Home Build – Wood Creek/Hudson/Elevation A – Lot 336, 9377 Mulligan Way, Delmar, MD** – Ms. Brown presented a new home build as referenced per the attached drawings. Commission Member Wilson noted there is an Allegheny on one side and an Adrian on the other. She further noted the setbacks appear to be in the guidelines.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Commissioners for – Chris Brown/Ryan Homes – New Home Build – Wood Creek/Hudson/Elevation A – Lot 336, 9377 Mulligan Way, Delmar, MD, per the attached drawings. A motion was made/seconded (Jones/Outten) and carried by a roll call vote of 5 Ayes.

Ms. Brown acknowledged CDC Hardin and said it has been a pleasure working with him. CDC Hardin responded it has been his pleasure.

- Dipal Patel – New Home Build – Bridgewood Estates – Lot 34, 9125 Drawbridge Drive, Delmar, MD** – Mr. Patel presented a new home build as referenced per the attached drawings.

Commission Member Outten said reviewing the site plan there are dimensions of the driveway but the driveway is not shown on the site plan. She suggested for Mr. Patel to depict the side setback dimension on the south side of the property because it is not shown on the site plan. Also, the site plan shows Lot 34 outside of the lot lines. She further suggested Mr. Patel correct Lot 34 on the site plan.

Commission Member Outten noted the front steps are just outside of the building setback line.

Deputy Mayor Lenox called for a favorable recommendation to the Mayor and Commissioners for – Dipal Patel – New Home Build – Bridgewood Estates – Lot 34, 9125 Drawbridge Drive, Delmar, MD, with the following conditions: 1.) The driveway location and dimensions be shown. 2.) The side setback on the south side setback be noted. 3.) A clear notation as to Lot 34 on this particular parcel. 4.) There needs to be clarification with the building inspector regarding the location of the front steps regarding the front setback line. A motion was made/seconded (Outten/Wilson) and carried by a roll call vote of 5 Ayes.

Mr. Patel said to CDC Hardin that they will miss him, he is an awesome role model and a best friend that he has had. He further said again he will miss CDC Hardin and thanked him for his service. CDC Hardin responded thank you and it's been a pleasure working with Mr. Patel.

Town Mgr. Fleetwood commented he has known CDC Hardin now for about ten months and said CDC Hardin follows the textbook and he sincerely wishes him the very best. CDC Hardin thanked Town Mgr. Fleetwood.

Public Comments –

1. Denise Garner wished CDC Hardin much success in his retirement. CDC Hardin responded it's been a pleasure and the Town of Delmar has grown over the years and he has tried to do what he could to improve it and leave it a better place than when he found it.

Commission Comments –

None.

Adjournment –

Deputy Mayor Lenox called for a motion to adjourn the meeting. The motion was made/seconded (Jones/Wilson) and carried by roll call vote of 5 Ayes.

Submitted by:

Vondell Spencer

Clerk of Council