



**Town of Port Deposit
Planning Commission Meeting Minutes
Carriage House – 80 S. Main Street
March 23, 2023**

Chairman Heck called the meeting to order at 7:00 p.m.

PRESENT: In person: Chairman Heck, Vice Chair Davidson, Commissioner Baron, Commissioner Komisar, Councilman Berlin, Town Administrator Rinkerman, Chris Rodgers – AECOM, Reid Townsend – MRP Industrial, Kate Bryden- MRP, Andrew Stein – Bohler, Emily Coway – Cecil County, Toni Sprenkle - BDC and Via Phone: Counsel Jay Gullo.

ABSENT: Commissioner Allen

MINUTES - Minutes from the January 12, 2023 Meeting were presented.

Motion was made by Chair Heck to approve the minutes from the January 12, 2023 Meeting. Seconded by Vice Chair Davidson. All in favor. Motion carried unanimously.

MASTER SIGNAGE CONCEPT PLAN – PHASE I, BAINBRIDGE PROPERTY

File 09-2023 – APPLICANT: D. Reid Townsend

PROPERTY OWNER: BLC LOT D, LLC

LOCATION: Phase I, Bainbridge Property, Jacob Tome Highway, Port Deposit

TAX MAP: 29B **PARCEL:** 648 **LOTS:** 1, 2, 3, and 4 **ZONE:** Business & Industrial

FOR: Master Signage Concept Plan for Phase I – Main entrance and parkwide preliminary locations.

Reid Townsend, MRP Industrial presented the Master Signage Concept Plan for Phase 1 - Main entrance and parkwide preliminary locations. Discussion included landscape residential style lighting as consideration to the area and residents, sign dimensions and materials, and location.

Motion was made by Vice Chair Davidson to approve the Master Signage Concept Plan for Phase 1 as submitted. Seconded by Commissioner Baron. All in favor. Motion carried unanimously.

PRELIMINARY SITE PLAN – PHASE II – COMMODORE ROAD EXTENSION

FILE 08-2023 – APPLICANT: Bohler Engineering

PROPERTY OWNER: Bainbridge Development Corporation

LOCATION: Bainbridge Property, Phase II, Jacob Tome Highway, Port Deposit

TAX MAP: 29B **PARCEL:** 648 **ZONE:** Business & Industrial

FOR: Preliminary Site Plan – Commodore Road extension - Phase II.

Reid Townsend, MRP Industrial and Andrew Stein, Bohler discussed with Planning Commission members the following: existing Commodore Road conditions, clarification on what portion of Phase II is proposed to be acquired by MRP, proposed cul-de-sac and Route 22 access – vehicle access only, efforts to stop truck traffic,

plans to ensure access to Tome School campus, MHT easement to ensure Tome School will never be industrial, delay of top coating Commodore Road to prolong dedication, WWFCO comments regarding emergency access to Route 222, and sidewalks and if they should be considered in an industrial area.

Chris Rodgers suggested the following conditions upon approval:

If the Planning Commission is inclined to approve the Preliminary Site Plan for Phase 2, Commodore Boulevard Extension, we recommend the following language/conditions:

Vote to approve the Preliminary Site Plan for Phase 2, Commodore Boulevard Extension, conditioned on:

- The applicant receiving approval for the road design plans from the Town Engineer prior to seeking Final Site Plan approval.
- The applicant receiving approval for other plans such as stormwater management and forest conservation from the appropriate agencies prior to seeking Final Site Plan approval.
- The dashed lines indicating the extension of Commodore Boulevard on Sheet 9 of the Preliminary Site Plan being removed and a note being placed on the Final Site Plan stating, *Commodore Boulevard may be extended in the future upon approval of the Town of Port Deposit.*
- The applicant meeting with the Town and the Water Witch Fire Chief regarding the need for emergency access from Route 222 and the road design plans including such access if requested.
- Prior to the onset of design, the Town and the applicant meet to discuss the need for sidewalks along both the existing and proposed Commodore Boulevard and the Town staff returning a recommendation to the Planning Commission who will make the final determination.

Vice-Chair Davidson and Commission Komisar expressed their concern with reviewing and approving road plans prior to building and site plans and stated their desire to review and approve the plans concurrently to ensure the town has a good concept of the development plans and is able to perform their due diligence.

Motion was made by Vice Chair Davidson to table the approval of the Preliminary Site Plan – Phase II, Commodore Road extension until such time a preliminary concept site plan has been submitted. Seconded by Commissioner Komisar. All in favor. Motion carried unanimously.

REVISED PRELIMINARY SITE PLAN – PHASE IA - POWERS ROAD EXTENSION

FILE 07-2023 - APPLICANT: Bohler Engineering

PROPERTY OWNER: Bainbridge Development Corporation

LOCATION: Bainbridge Property, Phase IA

TAX MAP: 29B **PARCEL:** 648 **ZONE:** Business & Industrial

FOR: Revised Preliminary Site Plan – Phase IA - Powers Road extension to the Bainbridge property line and modifications to Diamond Jim Road and Craigtown Road in Cecil County.

Discussion ensued with Planning Commission members as follows: update on the county's approval process and their portion of Powers Road, minor navy remediation, stream buffer disturbance, hesitation of sidewalks, Dawn Chase Lane improvements and surrounding private/residential property, Funk Road connectivity/turn around, request for zoning ordinance deviation, and wetland permits.

Vice-Chair Davidson presented and the members discussed conditions relative to approval of the site plan as submitted.

The condition for the approval of the final site plan, Powers Road Extension to approve with the requested modification to Section 318.1 of the Zoning Ordinance regarding perennial stream buffer, and the following conditions:

- Powers Road terminating in a cul-de-sac at the Town boundary.
- The Final Site Plan indicating the revised stream buffer limits and the amount of disturbed buffer being quantified.
- The applicant receiving approval for the road design plans for that portion of Powers Road within Town limits from the Town Engineer prior to seeking Final Site Plan approval.
- The applicant receiving approval to improve existing County roads from the County Department of Public Works prior to seeking Final Site Plan approval.
- The applicant providing evidence of their legal authority for the vacating of public roadways and easements, prescriptive or otherwise, for review and acceptance by the Town Attorney prior to seeking Final Site Plan approval.
- The applicant receiving a wetland permit from the Maryland Department of the Environment for the stream crossing prior to seeking Final Site Plan approval.
- The Final Site Plan being accompanied by a revised subdivision plat.
- The Final Site Plan including the improvements to Dawns Chase Lane.

Motion to approve the preliminary site plan for Phase IA - Powers Road extension based on the conditions listed. Seconded by Commissioner Baron. All in favor. Motion carried unanimously.

Motion was made by Chair Heck to adjourn the meeting. Seconded by Commissioner Komisar. All in favor. The meeting was adjourned at 9:47 PM. Meeting recording available upon request.

Approved:



Jeff Heck, Chair