

# TOWN OF NORTH EAST

## 2015

### ANNUAL PLANNING REPORT



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*Prepared By:  
Town of North East  
Office of Planning and Zoning  
for the North East Planning Commission*



## 2015 ANNUAL PLANNING REPORT

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### TABLE OF CONTENTS

	<u>Page</u>
Certificate of Adoption	3
Mayor	4
Commissioners	4
Town Administrator	4
Clerk/Treasurer	4
Planning Commission Members	5
Planning Staff	6
Town Attorney	6
Town Engineers	6
Contracted Services	6
Planning Commission Powers and Duties	7
North East Comprehensive Plan	8
North East Development Map	9
Planning –Process Improvements	10
Planning – Project Statistics	11
Planning – Special Exceptions	11
Planning - Rezoning	12
Construction Statistics	13
New Businesses	14
Code Enforcement Statistics	15
Water Service	16
Budget	17
Grants	17
Annexation	17
Hazard Mitigation Plan	17
Emergency Response Plan	18
North East Community Park Plan	18
North East Board of Appeals Members	19
Board of Appeals Powers and Duties	19
Board of Appeals Cases	20
Cecil County – Agency Support	21
State and Federal Agencies	23
Transportation	26
Elk and North East Rivers Watershed Association	28
Events	29



## 2015 ANNUAL PLANNING REPORT

---

### 2015 ANNUAL REPORT OF THE TOWN OF NORTH EAST PLANNING COMMISSION

#### CERTIFICATE OF ADOPTION

In accordance with the provisions the Annotated Code of Maryland. Land Use. Section 1-207. Annual Report-In general. The Planning Commission shall prepare, adopt and file an annual report for the previous calendar year with the legislative body. The Town of North East Planning Commission hereby adopts the 2015 Annual Report of the North East Planning Commission, filing same with the Mayor and Commissioners and the Secretary of the Maryland Department of Planning.

North East Planning Commission

  
\_\_\_\_\_  
Mark Dobbins, Chairman

May 3, 2016

\_\_\_\_\_  
Date



## 2015 PLANNING ANNUAL REPORT

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### **MAYOR**

Robert F. McKnight

### **VICE-MAYOR**

Kena L. Koch - February 2012 – May 2015  
Paul Stark - May 2015 – December 2015

### **COMMISSIONERS**

Eric B. Braley

Hilary A. Crothers-Moore

Kena L. Koch  
February 2012 – June 2015

Michael Kline  
June 2015 – December 2015

Paul A. Stark

### **EX-OFFICIO TO THE PLANNING COMMISSION**

Eric B. Braley

### **TOWN ADMINISTRATOR**

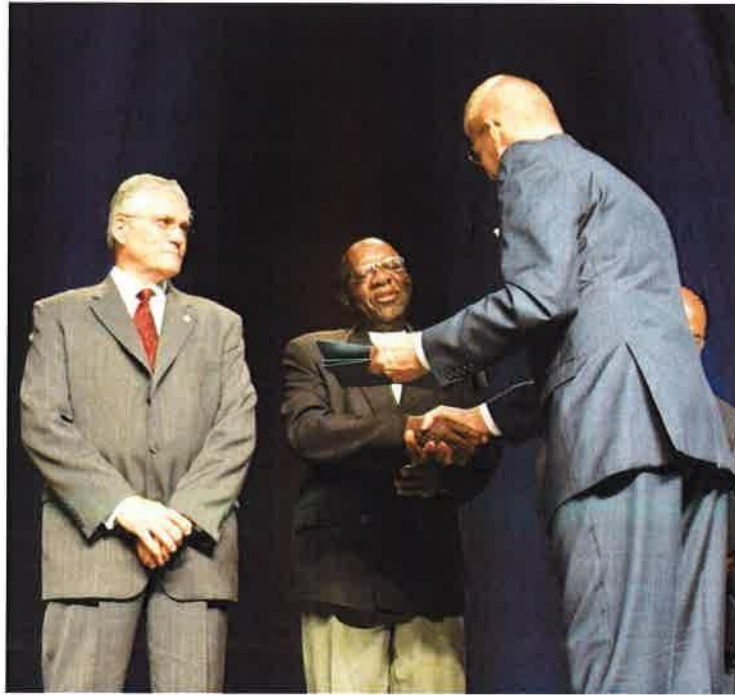
Melissa B. Cook-MacKenzie

### **DIRECTOR OF FINANCE & ADMINISTRATION**

Ken Natale



## MAYOR AND COMMISSIONERS



CECIL WHIG PHOTO BY ADELMA GREGORY-BUNNELL

Two Town government officials from Cecil County were inducted into the Maryland Municipal League Hall of Fame in Ocean City, Maryland in February 2015, one of whom was Mayor Robert F. McKnight, Mayor of the Town of North East for years.



CECIL WHIG PHOTO BY CHERYL MATIX

February 2015:  
North East Town Commissioner Paul Stark, from left, Mayor Robert McKnight and Town Commissioner Kena Koch were sworn in for two-year terms.



## 2015 ANNUAL PLANNING REPORT

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### **Planning Commission Members**

Brian Morgan, Chairman  
January – October

Mark Dobbins, Chairman  
October - December

Michael Kline, Vice-Chairman  
January – May

Ranald Langille  
January-March

Valerie Combs  
October – December

Judy Duffy  
October – December

Michael Nair  
November – December

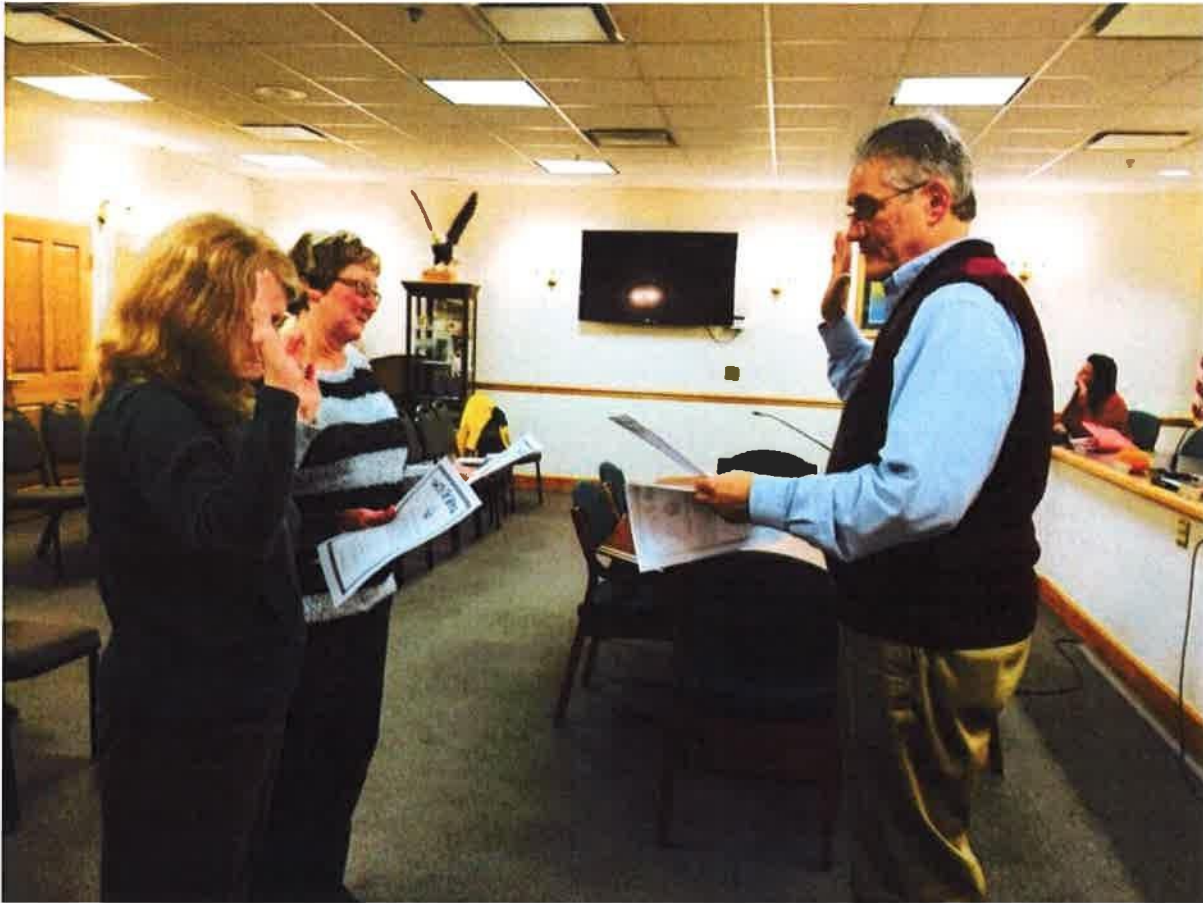
Commissioner Eric B. Braley, Ex-Officio

### **NORTH EAST PLANNING COMMISSION**

The North East Planning Commission, acting under authority granted by the Annotated Code of Maryland. Land Use., regulates the development of land in the Town of North East. The Planning Commission consists of five members appointed by the Mayor and Commissioners. The Planning Commission's duties are outlined in the North East North East Zoning Ordinance and the North East Subdivision Regulations.

When the Planning Commission has business to conduct, they meet on the first Tuesday of each month beginning at 7:00 p.m. in the North East Town Hall Meeting Room, 106 South Main Street. In addition, special meetings or workshops may be held throughout the year. The Planning Commission meetings are open to the public.

## Town of North East Planning Commission



CECIL WHIG PHOTO BY CHERYL MATTIX

The Town of North East Planning Commission welcomed three new Planning Members in 2015. Valerie Combs and Judy Duffy, pictured above being sworn in by Mayor Robert McKnight. Michael Nair was also sworn in as a Planning Commission member, not pictured in this photo.



## 2015 PLANNING ANNUAL REPORT

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### **PLANNING STAFF**

#### **Zoning Administrator**

Melissa B. Cook-MacKenzie

#### **Director of Planning**

Betsy Vennell

#### **Planning and Zoning Assistant**

Lisa Rhoades

#### **Secretary to the Planning Commission**

Lisa Rhoades

#### **Town Attorney**

Dennis S. Clower, Esquire  
David Beste, Esquire

#### **Town Engineers**

CNA, Inc.  
Entech Engineering, Inc.  
McCrone Engineering, Inc.

#### **Contracted Services**

Mark Gradecak, Gradecak and Associates  
Patricia Lemmerman, ASLA Registered Landscape Architect  
Severn Trent Environmental Services, Inc. (January – June)



## 2015 ANNUAL PLANNING REPORT

---

### POWERS AND DUTIES OF THE PLANNING COMMISSION

The powers and duties of the North East Planning Commission are found in the North East Zoning Ordinance, Section 9-5. Powers and Duties of the Planning Commission.

1. The Planning Commission may:
  - (a) Make studies and recommendations to the Mayor and Commissioners plans, goals, and objectives relating to the growth, including annexations, development and redevelopment of the Town and develop a comprehensive plan in accordance with the provisions of the Annotated Code of Maryland. Land Use.
  - (b) Develop and recommend to the Mayor and Commissioners policies, ordinances, administrative procedures and other means for carrying out plans in a coordinated and efficient manner.
  - (c) Make recommendations to the Mayor and Commissioners concerning proposed zoning classifications and reclassifications.
  - (d) Hear and decide applications for land development and approve subdivision plats and site development plans.
  - (e) Make recommendations to the Board of Appeals on special exceptions.
  - (f) Prepare and forward to the Mayor and Commissioners an annual report in accordance with the Annotated Code of Maryland. Land Use.
  - (g) Exercise any other powers as set forth in the Annotated Code of Maryland, Land Use.
2. The Planning Commission may adopt rules and regulations regarding its governing procedures and operations not inconsistent with the provisions of this Ordinance.
3. The Planning Commission may delegate authority for review and approval action to the Town Administrator as deemed appropriate.





## 2015 ANNUAL PLANNING REPORT

---

### NORTH EAST COMPREHENSIVE PLAN

The Comprehensive Plan is the official statement of the Mayor and Commissioners of the Town of North East setting forth policies concerning desirable future growth, which serves as a general guide to public and private development decisions. Once adopted, it becomes the basis for the preparation of specific policies, programs and legislation, such as zoning and subdivision regulations, and other actions, which implement the growth policies set forth in the Plan.

The Plan is comprised of several major elements that are prepared in such a manner that they form an integrated, unified document for guiding future growth and development. As a policy document, it is general, comprehensive, and long range in nature. It is comprehensive in that it encompasses the entire geographic area of the Town and includes all functional elements that bear upon its physical development, such as transportation, land use, and community facilities. It is general in that it summarizes policies and proposals but does not establish detailed regulations. It is long range in that it looks beyond current issues to problems and opportunities related to future growth over the next twenty years.

Pursuant to the Annotated Code of Maryland, Land Use. Section 1-416. Plan Revision. (a). At least once every 10 years, each planning commission shall review the comprehensive plan, and, if necessary, revise or amend the comprehensive plan to include

- (1) The elements required under Part II Comprehensive Plans
- (2) The visions set forth in 1-201

The last review of the North East Comprehensive Plan by the North East Planning Commission occurred in 2010-2012. The Mayor and Commissioners approved Resolution 2012-11-01 and Resolution 2012-11-02, which officially adopted the updated “North East Comprehensive Plan”.

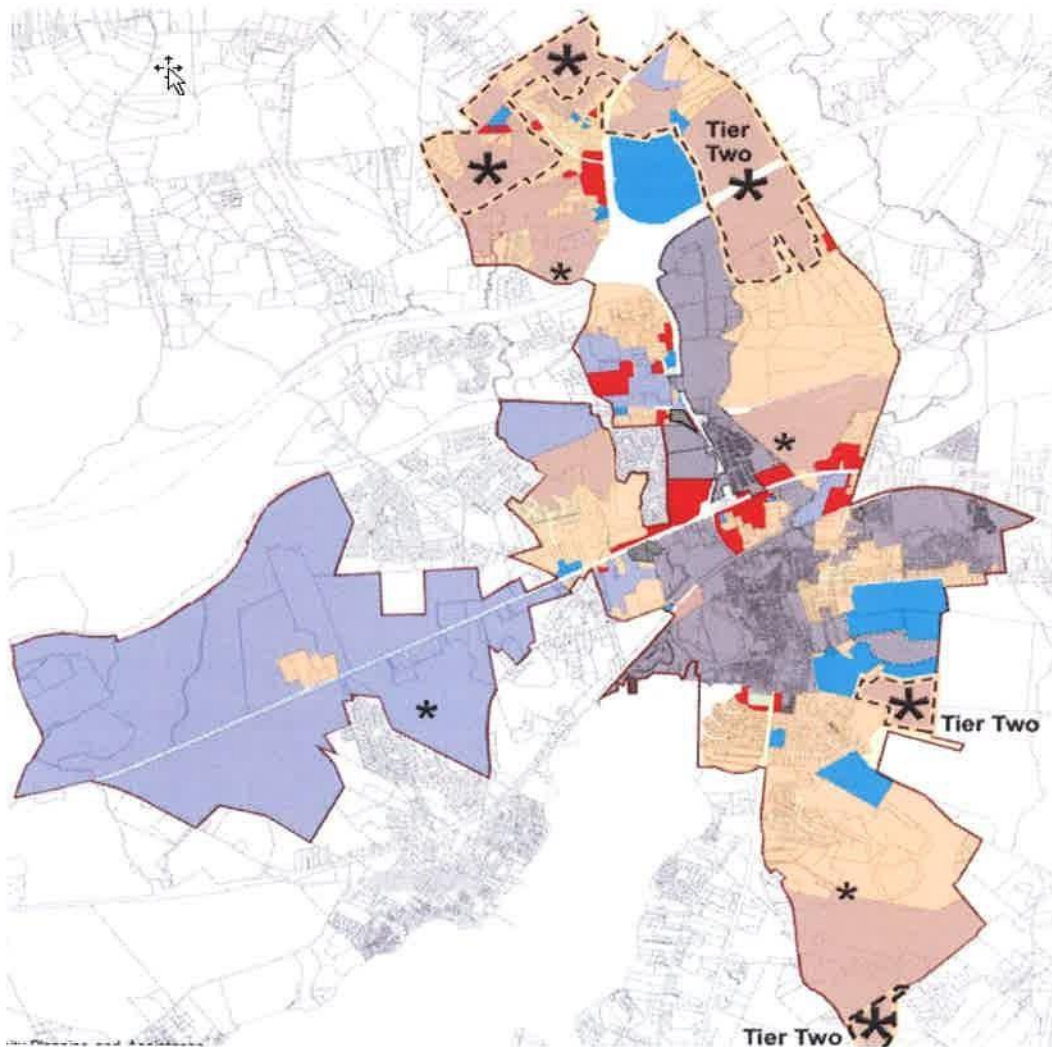
There were no amendments to the North East Comprehensive Plan in 2015.



## Changes to Development Patterns in North East

There were no changes to the development patterns in North East in 2015.

### Town of North East Growth Area Map





## 2015 ANNUAL PLANNING REPORT

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### **PROCESS IMPROVEMENTS**

#### **North East Zoning Ordinance Amendments**

There was 1 amendment to North East Zoning Ordinance in 2015:

##### **ORDINANCE 2015-03-01:**

Adopted by the Mayor and Commissioners on April 8, 2015,  
Effective May 4, 2015.

- ARTICLE 5. DISTRICT REGULATIONS PART II. SPECIAL DISTRICTS. SECTION 5-13. "FPM" FLOOD PLAIN MANAGEMENT REGULATIONS: REPEALING THE CURRENT (July 8, 2013) FLOODPLAIN MANAGEMENT REGULATIONS (TIDAL) IN THEIR ENTIRETY; AND ADOPTING THE MARYLAND MODEL FLOODPLAIN MANAGEMENT ORDINANCE. THE MODEL ORDINANCE ESTABLISHES AND DELINEATES THE FLOODPLAIN WITHIN THE TOWN OF NORTH EAST; PROVIDES GENERAL PROVISIONS, PROVIDES FLOOD ZONES; DEFINITIONS, ADMINISTRATION, REQUIREMENTS IN ALL FLOOD HAZARD AREAS AND FLOOD HAZARD AREAS; OUTLINES REQUIREMENTS FOR A VARIANCE; FOR ENFORCEMENT; PROVIDES FOR SUBSEQUENT AMENDMENTS AND PROVIDES FOR THE EFFECTIVE DATE OF THE ORDINANCE.
- REPEALING THE CURRENT (ADOPTED JULY 8, 2013) FEMA FLOOD INSURANCE RATE MAP INDEX; MAP PANEL 152D; MAP PANEL 154D, MAP PANEL 160D (FIRMS); AND ADOPTING A REVISED MAP PANEL; MAP PANEL 152E; 154E AND MAP PANEL 160E.
- ADOPTING A REVISED FLOOD INSURANCE STUDY FOR CECIL COUNTY AND INCORPORATED AREAS.
- AMENDING THE TABLE OF CONTENTS, INDEX PAGES AND PAGE NUMBERS TO REFLECT THE AMENDMENTS TO THE TEXT.

#### **Public Roads Dedicated to the Town in 2015**

There were no public roads dedicated to the Town in 2015.





## 2015 ANNUAL PLANNING REPORT

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### **PROJECT STATISTICS**

Minor Subdivisions Reviewed: 0  
Rezoning Applications: 1  
Special Exception Applications: 3  
Modified Site Plans: 1  
Concept Site Plans: 1  
Preliminary Site Plans: 1  
Final Site Plans: 1

### **SITE PLANS AND MODIFIED SITE PLANS**

Holiday Inn Express Expansion: Holiday Inn Express, North East: Concept/Preliminary Site Plan for a proposed 12 room expansion of the exiting Holiday Inn Express Hotel, located at 101 Hotel Plaza, North East, Maryland, Found on Tax Map 25; Parcel 0739. Property Owner: Eleven Willow Court, Inc. The North East Planning Commission approved the concept/preliminary site plan in February 2015 and the final Site Plan in April 2015, with conditions. A Construction Authorization and Building Permit were approved in June 2016. At the close of 2015, the project had not been completed.

The Black Pearl: Kevin McDevitt, manager of the Black Pearl Restaurant, 2 South Main, North East, Maryland. Property Owner: 2 S. Main NE, LLC, PO Box 66, Havre De Grace, Maryland. Mr. McDevitt proposed a modification to the previously approved site plan by installing an outdoor cooker with outdoor food sales, with no additional seating is being requested for this use. The North East Planning Commission approved the amendment to the site plan, with conditions in August 2015. The required bollards and patron seating was then installed by Mr. McDevitt.

### **SPECIAL EXCEPTIONS**

Case A-2015-02-SE: Special Exception application from Connie Muller-Thym, 17 South Main Street, North East, Maryland 21901 for a proposed professional medical office located at 101 Mill Lane, North East, Maryland 21901, also found on Tax Map 400; Parcel 0265. Applicant proposes to provide counseling services. Property owner Capital Development Associates, Inc. The North East Planning Commission recommended approval of the Special Exception, with conditions. The North East Board of Appeals approved the Special Exception, with Conditions.



## 2015 ANNUAL PLANNING REPORT

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Case A-2015-05-SE: Applicant, Kevin McDevitt, 8 Mauldin Avenue, North East, Maryland, is requesting a special exception for the purpose of opening a Pub/Restaurant at 26 South Main Street, North East, Maryland. Property owner: Main Street Properties, LLC, 1304 Business Center Way, Edgewood, Maryland. Also found on Tax Map 400, Parcel 0270; General Commercial Zoning District. The Planning Commission recommended approval of the special exception with conditions. The Board of Appeals approved the Special Exception, with Conditions.

Case A-2015-06-SE: Applicant, Kevin McDevitt, 8 Mauldin Avenue, North East, Maryland, is requesting a special exception for the purpose of obtaining an on premise alcohol beverage license for 26 South Main Street, North East, Maryland in conjunction with a Pub/Restaurant. Property owner: Main Street Properties, LLC, 1304 Business Center Way, Edgewood, Maryland. Also found on Tax Map 400, Parcel 0270; General Commercial Zoning District. The Planning Commission recommended approval of the special exception with conditions. The Board of Appeals approved the Special Exception, with Conditions.

### **REZONING**

Rezoning Case R-2015-01-01: Applicant and property owner: Capital Development Associates, Inc. 29 South Main Street, North East, Maryland 21901. Applicant/owner has requested a change in the North East Zoning District Classification for 101 Mill Lane, North East, Maryland, to be changed from the current classification of "R-1" Single Family Residential District to "V-C" Village Commercial Zoning District. Also known as Parcel 0265 found on Tax Map 400. Deed Reference 03338/00080. The Planning Commission recommended approval of the rezoning application to the Mayor and Commissioners. The Mayor and Commissioners approved the request and the property was re-classified as "V-C" Village Commercial.

### **MEETINGS AND WORKSHOPS**

The Planning Commission conducted 6 meetings and 1 workshop in 2015.



## 2015 PLANNING ANNUAL REPORT

### CONSTRUCTION STATISTICS

<b>CONSTRUCTION</b>	<b>NUMBER OF CONSTRUCTION AUTHORIZATIONS, PERMITS/LICENSES – ISSUED/APPROVED</b>
Single Family dwelling – new 1 Ridgley Forest Drive	1
Commercial building – new AutoZone	1
Demolition 2256 Pulaski Highway	1
Addition/renovation to residential home	17
Addition/renovation to commercial building 1 North Main Street – Pier One 2 S Main Street – Black Pearl 17 S Main Street – Sweet Spice Bake Shop 101 Hotel Plaza – Holiday Inn Express 130 S Main Street – Chesapeake Bay Coffee Co.	5
Utility Building	2
Accessory Building	1
Deck	10
Fence	13
Pool	3
Sign	30
Change of Use Authorization	11
Liquor License	0
Commercial Occupation License	16
Home Occupancy Permit	0
Commercial Site AutoZone Holiday Inn Express 26 S Main Street	3
Residential Site Plans	0

## 2015 New Construction – Riverwoods at North East



Riverwoods at North East is a new apartment community. Construction was completed in 2015 and the Town of North East was invited to tour the new facilities and attend the ribbon cutting ceremony.





## 2015 New Construction – Holiday Inn Express Expansion



The Holiday Inn Express began the addition of a 12 room expansion in 2015.





## 2015 PLANNING ANNUAL REPORT

### NEW BUSINESSES

The Town of North East Planning Office approved 16 new business licenses (including 3 temporary) within the Town's Corporate Limit in 2015.

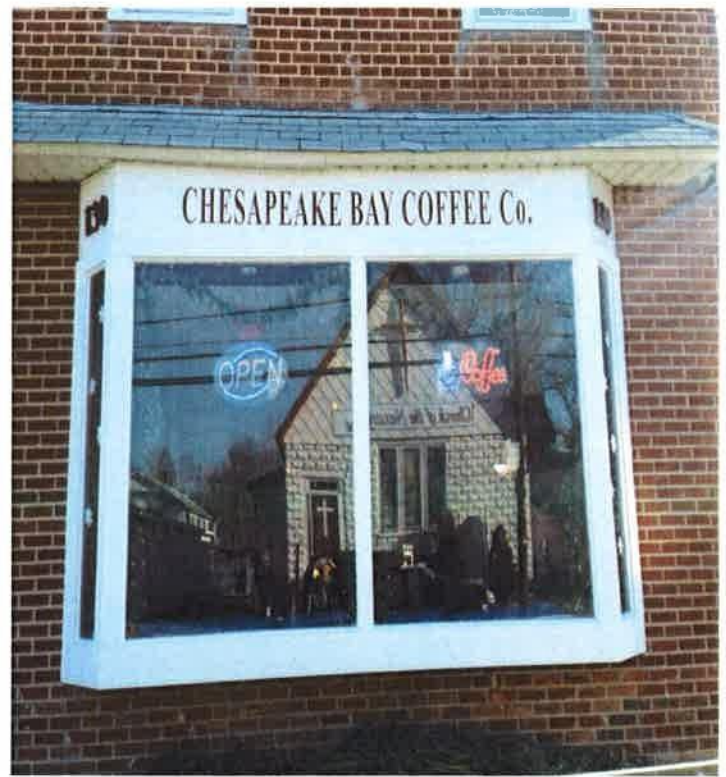
<b>Business Name</b>	<b>Address</b>
AutoZone	2520 Pulaski Highway, Lot 2
Carl's Kitchen	2440 Pulaski Highway (Closed-reopened With new owner as Chef's Kitchen)
Chef's Kitchen	2440 Pulaski Highway
Chesapeake Bay Coffee Co.	130 South Main Street
Impressions Salon	9 South Main Street
North East Used Tires	4 West Cecil Avenue (Closed-relocated outside of the corporate limit of the Town of North East)
Open Art Studio	32 South Main Street
Primitive N Thyme	32 South Main Street
Resolution Services	101 Mill Lane
Sterling Station	32 South Main Street
Studio 13	500 South Main Street
Sweet Spice Bake Shop	17 South Main Street
Walter Dorsett Photography	5 Wallace Avenue (Closed)
<b>Temporary Businesses</b>	
Fireworks- Keystone Novelties Distributors	North East Station, Lot 7
North East Methodist Church Flea Market	308 South Main Street
P & G Plant Company	2440 Pulaski Highway



## 2015 New Businesses in the Town of North East



Sweet Spice Bake Shop



Chesapeake Bay Coffee Co.

The Town welcomed a Sweet Spice Bake Shop, Chesapeake Bay Coffee Shop, Primitive n Thyme, Sterling Station and several other new businesses in 2015.



Primitive N Thyme'



## 2015 PLANNING ANNUAL REPORT

### CODE ENFORCEMENT

#### ENFORCEMENT STATISTICS

Code Enforcement Letters Sent by Staff (Includes referrals to agencies, door tags, 1 <sup>st</sup> , 2 <sup>nd</sup> , and final notices)	1,117
Citations Issued	3
Court Appearances	1

#### CODE OF ORDINANCE AMENDMENTS -NUISANCE VIOLATIONS -

To assist with nuisance violations in the Town of North East, The Mayor and Commissioners adopted amendments to the Code of Ordinances for the Town of North East. Section 5-202. Definition of a Nuisance. Amendments included:

5a. any partially dismantled, wrecked, junked, discarded, abandoned, or otherwise non-operating motor vehicle or any motor vehicle which does not have current proper registration or license. For the purpose of this section, a motor vehicle shall mean car, truck, or motorcycle that is powered by a motor or engine. This section shall not apply when there is (1) one motor vehicle as defined above, located on the premises, that is in an enclosed building or covered with a custom car cover to prevent public view providing said motor vehicle is placed or parked on a designed private parking space or on a driveway as defined by the North East Zoning Ordinance. Placing or parking the vehicle on front yard, side yard or rear yard as defined by the North East Zoning Ordinance shall be prohibited.

5b. any partially dismantled, wrecked, junked, discarded, abandoned, or otherwise non-operating recreational vehicle or any recreational vehicle which does not have current proper registration or license. For the purpose of this section, recreational vehicle shall mean boats, boats on trailers, jet skis, jet skis on trailers, motor homes, recreational vehicles, trailers (any type), travel trailers/travel campers (pulled by motor vehicle). This section shall not apply when there is (1) one recreational vehicle as defined above, located on the premises, that is in an enclosed building or covered with a custom recreational cover to prevent public view providing said recreational vehicle is placed or parked on a designed private parking space or on a driveway as defined by the North East Zoning Ordinance. Placing or parking the recreational vehicle on front yard, side yard or rear yard as defined by the North East Zoning Ordinance shall be prohibited.

5c. any partially dismantled, wrecked, junked, discarded, abandoned, or otherwise non-operating machinery or any machinery which does not have current proper registration or license. For the purpose of this section, machinery shall mean farm





## 2015 PLANNING ANNUAL REPORT

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equipment, construction equipment, dismantled or non-operating lawn mowers and tractors. This section shall not apply when there is (1) one piece of machinery as defined above, located on the premises, that is in an enclosed building or covered with an approved custom cover to prevent public view providing said piece of machinery is placed or parked on a designed private parking space or on a driveway as defined by the North East Zoning Ordinance. Placing or parking the machinery on front yard, side yard or rear yard as defined by the North East Zoning Ordinance shall be prohibited.

### WATER SERVICE

The Planning Office administers all inquiries for water allocation.

In June 2015, the Town of North East dissolved the relationship with Severn Trent Services in North East and employed the four Severn Trent employees who were assigned to the Town of North East under the former contract.

#### Upgrades to Water System:

In 2015, the Town of North East updated the Church Street and Roney Avenue water mains. In addition, the Town implemented a project to replace the existing water meters in town that were 2" or less from manual meters to Sensus iPearl meters which have no moving parts making them more accurate and have the ability to be read via radio transmissions sent to base stations on Town water towers.

#### Water Specifications and Standards:

The Planning Office works directly with the Supervisor of the Water Plant and the Town's Engineer regarding updates to the Town of North East North East Water Works Standards Specifications for Water Distribution and Details for Water Service. Typically the Standards are updated annually and are sent out digitally to contractors/engineering firms and area also located on the Town's website.

#### Water Resources Element:

The Town of North East has included a Water Resources Element in the North East Comprehensive Plan, as required by the Annotated Code of Maryland. Land Use. This Element has addressed adequacy of the Town of North East water supply and the suitability of receiving waters for point and non-point discharge. The Element also evaluates the adequacy and suitability of water resources on the basis of existing and future land use both within the Town and within the Town's growth area.

#### Master Water and Sewer Plan

The Planning Office participates in the preparation of documents and maps which outline areas where the Town currently serves water. The Cecil County Master Water and Sewer Plan was adopted in August 2015.



## 2015 PLANNING ANNUAL REPORT

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### Water Allocation Procedure

The Planning Office has adopted a written policy for water allocation, which is available upon request or online.

In 2015:

Water Allocations Granted and Water Service Agreements executed in 2015	5 Agreements approved and executed, total of 7,540 gallons per day requested
Total Equivalent Residential Units (ERU's) water on the Town Ready to Serve Listing	341 ERU's
Total active water service accounts	2,726 active water accounts

### BUDGET

The Town operates on a fiscal year beginning July 1, 2014 and ending June 30, 2015. The operating budget for the Planning Office for the fiscal year 2015 was \$161,587.00

### GRANTS

Chesapeake Bay Critical Area Grant \$5,000.00

### ANNEXATION

The North East Planning Commission may make studies and recommend to the Mayor and Commissioners, plans, goals and objectives relating to annexations. In 2015 the Town did not receive any petitions for annexation.

### HAZARD MITIGATION PLAN

The Planning Office is a member of the Town of North East Hazard Mitigation Plan Committee, which was adopted November 7, 2005. The Plan identifies potential hazard, both natural and manmade, which could cause human, social or economic loss to the citizens and business of the Town of North East. The Plan identifies steps that could be taken to minimize the impact of these hazards to the community.



## 2015 PLANNING ANNUAL REPORT

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### EMERGENCY RESPONSE PLAN

The Planning Office is a member of the North East Emergency Response Plan Committee, adopted November 7, 2005 and revised August 24, 2011. The Plan directs departments, agencies, offices and employees of the Town of North East, affected by the Plan, to review the document and identify their responsibilities during times of emergencies or disasters.

### NORTH EAST COMMUNITY PARK PLAN

The Planning Office maintains a Master Park Plan for the North East Community Park. The Plan provides opportunities for potential donations from the public or from civic organizations to actively participate with landscape, trails, benches, and picnic tables

In August of 2015, the Planning Office submitted a grant application to the Department of Natural Resources for Community Parks and Playground Programs. The grant was requested for assistance with projects in the North East Community Park: funding for a Shoreline Revetment project which has received Maryland Department of the Environment approval, engineering for another Shoreline Revetment project, walking path replacement, handicapped playground equipment, replacement of Town signs in the park, educational podiums, relocation of overhead utility Lines and replacement of park benches.

The Town of North East contracted CNA, the Town's Engineer, to prepare a Town Revetment Plan to complete revetment on the south side of the park. Maryland Department of the Environment granted approval of the project in March 2015, outlining a completion date before March 26, 2018. The Cecil County Department of Public Works, Development Services Division, approved a grading permit for the revetment project, granting an extension until October 2016. Cecil County Public Works - Stormwater Management Division required a stormwater mitigation project in conjunction with the disturbance for the revetment project, and the Town submitted and received approval for installation of a rain garden, approximately 1000 square feet, to be located in a poor drainage area at the North East Community Park. The Mayor and Commissioners approved the rain garden landscape design plan, provided by Environmental Matters, to be installed in 2016. The North East Community Park Revetment Project went to bid in June 2015, however, due to the costs associated with this project, the Mayor and Commissioners requested that the Administrative Office and Planning Office seek grant money for the revetment project; tabling the project for another budget year.



## 2015 ANNUAL PLANNING REPORT

### **NORTH EAST BOARD OF APPEALS**

#### **BOARD OF APPEALS MEMBERS**

Gabrielle Oldham, Chairman

Sue Fye, Vice-Chairman

Maurice Tenney

Peg Hardin

Marian Martino

Valerie Combs, Alternate Member (January – October)

#### **BOARD OF APPEALS POWERS AND DUTIES**

The Board of Appeals, acting under authority granted by the Annotated Code of Maryland. Land Use. Subtitle 3. Board of Appeals. Section 4-301. Required. The Board consists of five members and one alternate member, appointed by the Mayor and Commissioners. The Board of Appeals duties are outlined in the North East Zoning Ordinance.

The powers and duties of the Board of Appeals are found in the North East Zoning Ordinance, Section 9-11. Duties of the Board of Appeals:

1. The Board of Appeals shall hear and decide:
  - a. Appeals from any order, decision, requirement or interpretation made by the Zoning Administrator, Planning Commission, or Town Administrator.
  - b. Applications for Special Exception Uses.
  - c. Applications for Variances.
  - d. Any other matter the Board is required to act upon by Town Ordinance.

The Board of Appeals has scheduled meetings on the fourth Thursday of each month, beginning at 7:00 p.m. in the North East Town Hall Meeting Room, 106 South Main Street, North East. If there are no agenda items, the Chairman of the Board may choose to cancel the meeting. All Board of Appeals meetings are open to the public.





## 2015 PLANNING ANNUAL REPORT

### North East Board of Appeals Cases Heard in 2015: 5

#### Special Exceptions

Case A-2015-02-SE: Special Exception application from Connie Muller-Thym, 17 South Main Street, North East, Maryland 21901 for a proposed professional medical office located at 101 Mill Lane, North East, Maryland 21901, also found on Tax Map 400; Parcel 0265. Zoning Designation: VC Applicant proposes to provide counseling services. Property owner Capital Development Associates, Inc. The North East Board of Appeals recommended approval of the business, with conditions, to the North East Planning Commission.

Case A-2015-05-SE: Applicant, Kevin McDevitt, 8 Mauldin Avenue, North East, Maryland, is requesting a special exception for the purpose of opening a Pub/Restaurant at 26 South Main Street, North East, Maryland. Property owner: Main Street Properties, LLC, 1304 Business Center Way, Edgewood, Maryland. Also found on Tax Map 400, Parcel 0270 in the General Commercial Zoning District. The Board of Appeals recommended approval of the business, with conditions, to the North East Planning Commission.

Case A-2015-06-SE: Applicant, Kevin McDevitt, 8 Mauldin Avenue, North East, Maryland, is requesting a special exception for the purpose of obtaining an on premise alcohol beverage license for 26 South Main Street, North East, Maryland in conjunction with a Pub/Restaurant. Property owner: Main Street Properties, LLC, 1304 Business Center Way, Edgewood, Maryland. Also found on Tax Map 400, Parcel 0270 in the General Commercial Zoning District. The Board of Appeals recommended approval of the on premise alcohol beverage license, with conditions, to the North East Planning Commission.

#### Variances

Case A-2015-03-V: A variance application has been filed by Holiday Inn Express, c/o Eleven Willow Court, Inc., 101 Hotel Plaza, North East, Maryland 21901, also found on Tax Map 25, Parcels 739 and 741. Zoning Designation: HC and overlay District: HCOD. Applicant is requesting a 5 foot height variance for the purpose of an addition to the existing Holiday Inn Express, for a total building height of 50 feet to match the existing hotel. The North East Board of Appeals approved the variance request.

Case A-2015-04-V: A variance application has been filed by Robin King, 102 Pennsylvania Ave, North East, Maryland 21901, also found on Tax Map 400, Parcel 476. Zoning Designation: R2. Applicant is requesting a 9 foot rear yard and 9 foot side yard variance for the purpose of installing a swimming pool one foot from the property line. The Board of Appeals approved the variance request for placement of the swimming pool 1 foot inside the property line.



## 2015 PLANNING ANNUAL REPORT

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### **CECIL COUNTY GOVERNMENT – AGENCY SUPPORT**

#### **Stormwater Management**

The Cecil County Department of Public Works administers and enforces the Cecil County Stormwater Management Ordinance within the Town of North East. Authority is provided in the Code of Ordinances of the Town of North East, Article 7. Stormwater Management Ordinance.

#### **Erosion and Sediment Control Ordinance**

The Cecil County Department of Public Works administers and enforces erosion and sediment control regulations within the Town of North East. Authority is provided in the Code of Ordinances of the Town of North East, Article 6. Erosion and Sedimentation Control Ordinance.

#### **Cecil Soil Conservation District**

The mission of the Cecil Soil Conservation District provides information, technical assistance, and education in conserving the County's natural resources. The District is responsible for all of Cecil County projects and coordinates with the Cecil County Department of Public Works and with the Maryland Department of the Environment in conjunction with erosion and sediment control and grading plans.

#### **Forest Conservation Act**

In 1991, the State of Maryland required all municipalities with planning and zoning authority to establish their own local forest conservation program or to participate in such a program jointly with another entity with such jurisdiction.

Section 5-1063 (a) (4) of Title 5 of the Natural Resources Article of the Annotated Code of Maryland authorizes a municipality to assign to the County its forest conservation program obligations, provided the County concurs. The Town of North East exercised its rights pursuant to Title 5 and in January of 2000, the Board of Commissioners of Cecil County accepted its obligations. The Cecil County Office of Planning and Zoning shall have the right and authority to enforce fully the forest conservation program of the Town of North East within the corporate limits of the Town. All applications must be submitted to the Cecil County Office of Planning and Zoning and any and all applicable County fees must be paid by the applicant.



## **2015 PLANNING ANNUAL REPORT**

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The Town of North East will coordinate its development approval activities for building permits, site plan approvals, subdivision plat approvals, and any grading and sediment control permits with the requirements of Cecil County's forest conservation program.

No building permit, final site plan, final subdivision plat, grading or sediment control permit shall be initiated or approved until the applicant has demonstrated compliance with the provisions of Cecil County's Forest Conservation Program and received approval from the Cecil County Office of Planning and Zoning.

### **Cecil County Public Works - Watershed Implementation Plan (WIP)**

The Cecil County Department of Public Works implemented a Watershed Implementation Advisory Committee in 2015. The Advisory Committee was charged with implementing a plan to achieve sediment and nutrient reductions in Cecil County. The Town Planning Office assists the Department of Public Works with the Watershed Implementation Plan by attending meetings and providing a listing of projects in the corporate limit of North East which assist to meet the goals of the Plan.

### **Cecil County Health Department**

The Cecil County Health Department coordinates with the Town of North East with permitting with regard to public water installations and/or well permits in addition to other miscellaneous environmental matters.

### **Department of Permits and Inspections**

In 1986, the Town of North East signed an agreement which authorizes the Cecil County Department of Permits and Inspections to:

- review all construction plans
- condemnation of property
- posting of unsafe structures
- enforcement of the Cecil County Rental Housing/Livability Code
- enforcement of International Building Code
- inspection
- licensing
- issuance of Hawkers and Peddlers licenses
- enforcement of the codes related to plumbing, electrical and mechanical installations.

In addition, inspections for compliance with the International Building Codes are conducted by the Department of Permits and Inspections.



## 2015 ANNUAL PLANNING REPORT

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### **Technical Advisory Committee**

The Cecil County Planning Office conducts Technical Advisory Committee meetings each month, bringing together County and State agencies to review new development projects. As a courtesy, the Committee reviews projects within the Town of North East Corporate limit as a courtesy to the Town of North East.

### **STATE AND FEDERAL AGENCIES**

#### **Chesapeake Bay Critical Area Program**

In 1984 the Maryland General Assembly passed the Chesapeake Bay Critical Area Protection Program. The Town of North East adopted its Critical Area Program June 26, 1988. The intent of the Critical Area Program is to provide special regulatory protection for the resources located within the Town of North East Critical Area and to foster more sensitive development activity for shoreline areas. The Town has adopted Critical Area Regulations and Critical Area maps.

Development activity, including but not limited to grading, clearing, sediment and erosion control, tree cutting violations and requests, and shall not be permitted until the Town of North East makes specific findings that the proposed development or activity is consistent with the goals and objectives of the Critical Area Program.

The Town of North East seeks annual grant funding from the Chesapeake Bay Critical Area, and provides a several page quarterly report to the Chesapeake Bay Critical Area, with an invoice, outlining all critical area activities and development within the Town's Critical Area.

#### **Maryland Department of the Environment**

The Maryland Department of the Environment assists the Town of with inspections, projects and permitting of applicable projects in the Town of North East.

In conjunction with the Maryland Department of the Environment, the Town of North East has adopted Floodplain Management Regulations, located in the Town of North East Zoning Ordinance. The purpose of the Ordinance is to protect human life and health, minimize property damage, encourage appropriate construction practices to minimize future damage, protect individuals from unwittingly buying land subject to flood hazards, and to protect water supply, sanitary sewage disposal, and natural drainage. The prevention of unwise development in areas subject to flooding will reduce financial





## 2015 ANNUAL PLANNING REPORT

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burdens to the community and the State, and will prevent future displacement and suffering of its residents.

Floodplain protection is achieved through the review of all activities proposed within identified floodplains and by the issuance of permits for those activities that comply with the objectives of the Ordinance.

### **Maryland Department of Housing and Community Development** **Sustainable Community Plan**

In conjunction with PlanMaryland the Town's Planning Commission Consultant, Markus Gradecak worked with the Planning Office to prepare a Sustainable Community Plan and map, in an effort to gain a 'Sustainable Community' status from the Department of Housing and Community Services. The Sustainable Community status takes the place of the Community Legacy program, which the Town received approval of several years ago. The Mayor and Commissioners signed Resolution 2015-05-11 on May 13, 2015 which adopted the Sustainable Community Plan. A 50 page application was submitted to the Maryland Department of Housing and Community Development in May 2015, and was approved October 21, 2015 and will be effective for five years. As a result of this new designation, the Town and other stakeholders will be eligible to apply for resources from the Department of Housing and Community Development to revitalize and attract growth and development in Town.

In conjunction with the Sustainable Community application, the Planning Office outlined the following project improvements:

TURNER PARK: Turner Park was obtained with project open space money, and borders the North East Middle School and the Boys and Girls Club, however has not been updated in years. Currently it contains one chain link backstop and one bench. Improvements needed:

- Architect/Engineering Firm to prepare a site plan
- Lighting for the park
- Bring the ball field to little league standards
- Sign to advertise the Turner Town Park
- Dug outs installed
- Revitalize the Tennis Courts
- Revitalize the basketball court



## 2015 ANNUAL PLANNING REPORT

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Utility Shed for storage of the equipment  
Prepare handicap accessibility for use by the Sunshine League,  
Cecil County. Proposed to be used by the Boys and Girls Club  
Middle School (adjacent property)

HERRING SNATCHERS PARK:            Build steps down to the park  
   Architect to prepare plans  
   Landscape and hardscape for the park area

NORTH EAST COMMUNITY PARK:       Handicap accessible playground rides  
   Additional Lighting for the park

SIDEWALK LINKS: Providing sidewalks which provide better connectivity and linkage  
with the residential and commercial district.

TRANSIT ORIENTED DEVELOPMENT PLAN (TOD): Funding for hiring a  
consultant to assist with creating a Transit Oriented Development Overlay District and  
subsequent adoption of the Transit Oriented Development Overlay District for  
incorporation into the Town's Zoning Ordinance.

### **Maryland Department of Planning**

The Maryland Department of Planning provides land use planning and implementation guidance to support and assist local governments, communities, businesses, and organizations. Mayor McKnight and the Planning Office met with Maryland Department of Planning's new secretary, David Craig in April 2015. Mr. David Dahlstrom, Regional Planner for the Maryland Department of Planning, works closely with the Planning Office.

### **WILMAPCO**

The Town of North East has been partnering with the Wilmington Area Planning Council, also known as WILMAPCO, with several transportation planning projects through the years. WILMAPCO provides the Town with technical assistance with the Comprehensive Plan, Zoning Regulations, Subdivision Regulations and the Road Code including monetary assistance for consultants, mapping, and transportation planning opportunities.

WILMAPCO requested ideas for transportation planning projects which the Town would like to have funded for the community. In February 2015, the Planning office requested \$20,000.00 to hire a consultant to work with the Planning Commission to create a Transit Oriented Overlay District for incorporation into the Zoning Regulations. The creation of the overlay district was a direct follow up to a previously funded WILMAPCO project to



## 2015 ANNUAL PLANNING REPORT

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create a Transit Oriented District (2012-2014). Unfortunately, WILMAPCO did not have funding available for the requested project.

### **U.S. Army Corp of Engineers**

The U.S. Army Corp of Engineers assists the Town with inspections, projects and permitting of applicable projects within the Town of North East. The Town coordinates all Corp of Engineer projects with the Chesapeake Bay Critical Area and Maryland Department of the Environment.

## **TRANSPORTATION**

### **State Highway Administration** **Maryland Transportation Authority**

#### **Purpose**

The Town of North East has major routes serving the Town: US Route 40, MD 272 and MD 7, with Interstate 95 located adjacent to the Town's northern boundary.

The State Highway Administration coordinates with the Town regarding proposed projects in the Town's Corporate Limit and proposed projects outside of the Corporate Limit which will have an impact to transportation system. In addition, the Town is provided the opportunity, annually, to outline to the Maryland Transportation Authority and the State Highway Administration, a "capital projects" list, both short term and long term, to identify improvements within North East and the North East growth area.

#### **Transportation Requests**

**Maryland Department of Transportation - Annual Tour Meeting:** The Town of North East was invited to participate with the Maryland Department of Transportation annual Capital Program Tour Meeting on September 17, 2015 to review the Draft FY 2016-2021 Consolidated Transportation Program (CPT). The Town attended the September 8, 2015 "Pre-Tour" meeting at the Cecil County Administration Building.

**Cecil Transit:** The Town coordinates with Cecil Transit regarding the bus stops and signs in North East. The Town also coordinated very closely with Cecil Transit during the closure of Route 272 (The Route 272 Bridge over Amtrak project) in spring 2015, where the Town provided funding for transit passes for Town residents who were unable to traverse the bridge during the Route 272 closure.



## 2015 ANNUAL PLANNING REPORT

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State Highway Administration Route 272 – Bridge over Amtrak: The Planning Office attended meetings with the State Highway Administration and Amtrak regarding the replacement of the Route 272 bridge over Amtrak. The State Highway Administration closed the Route 272 bridge entering and existing North East in spring 2015, in an effort to provide an opportunity for the contractor of the project to work 24 hours per day for approximately three weeks to address immediate safety concerns of the bridge. Traffic was rerouting traffic to Red Toad Road/Route 7 and Mechanics Valley Road/ Route 7. The State Highway Administration provided temporary traffic signs to create a four way stop at the intersection of east and west bound Maryland Route 7, Cemetery Road and Mechanics Valley Road. The signs were such a success, the State has opted to keep them at that location.

State Highway Administration – Route 272 Northbound (Mauldin Avenue) - Sidewalks: In recent years, a Transit Bus Station was located at the South Island of Town between Route 272 Northbound (Mauldin Avenue) and Route 272 Southbound (South Main Street). The transit bus station has been a tremendous success with many taking advantage of this important transportation service. In response to the volume of riders, the Town requested from the State Highway Administration, sidewalk linkage along Route 272 Northbound (Mauldin Avenue) from Irishtown Road to Church Street. The proposed sidewalk would link several neighborhoods to the transit bus station as well as to the downtown district and to the Town Parks. In 2015, the State Highway Administration made extensive headway with this project and has plans to construct this much needed sidewalk link in 2016. The project originally included pedestrian lighting, with the Town's costs for the lighting estimated at \$300,000.00. With no grant funding available for the lighting, the Mayor and Commissioners voted to forego the installation of the pedestrian lighting in conjunction with this project. The Maryland Department of Transportation outlined in their Consolidated Transportation Program 2016-2021 that this project is funded for construction at \$1,070,000.00.

State Highway Administration – Route 40 and Route 272 Sidewalks: The Town of North East Comprehensive Plan -Transportation Maps outline a goal for pedestrian linkage across Route 40, linking North East Station to North East Plaza. In fall 2015, the State Highway Administration indicated that they would be 90% completed with plans for this project, and hoped to fund for construction in f/y 2016.





## 2015 ANNUAL PLANNING REPORT

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### **Elk and North East Rivers Watershed Association (ENERWA)**

The Planning Office attends the monthly Elk and North East River Watershed Association meetings, conducted at the North East Town Hall. The Planning Office also participates in projects and events with the Association.

#### **2015 Projects and events:**

**Project Planning-Rain Garden Rehabilitation:** The Elk and North East Rivers Watershed Association partnered with students of the Cecil County Watershed Stewards Academy to rehabilitate a landscape island in the North East Town Hall parking lot. The initial island was established approximately 25 years ago, and was designed to capture the parking lot stormwater. The rehabilitation project removal of the exiting boulders, landscape and shrubbery, regrading of site, installation of approximately 3 feet of stone and media mix designed for rain gardens. Landscape will be installed which is specific for rain garden sites. The Mayor and Commissioners heard this request in August 2015 and approved the project. The project will take place in 2016.

April 18, 2015: Project Clean Stream – Members from ENERWA collected over 1,000 pounds of trash along the Cecil College trail leading to the North East Creek.

September 19, 2015: Costal Clean Up – Members from ENERWA collected 80 pounds of trash from the Timberbrook trail leading to the North East Creek.

## Elk and North East Rivers Watershed Association



ENERWA: Elk and North East Watershed Association participated in stream clean ups throughout North East and Cecil County. April 2015. In addition, ENERWA holds monthly meetings at the Town Hall which are attended by the Planning Department.



June 2015 Stream Clean Up



Volunteers clean up storm water ditches, preventing debris from entering the North East River and Chesapeake Bay.



## 2015 ANNUAL PLANNING REPORT

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### Events Held Throughout the Year

The Town of North East hosts many events throughout each year in conjunction with various Agencies including Cecil County Tourism, The North East Chamber of Commerce, local businesses, volunteers and residents, Town of North East Boards and Town Employees.

In 2015, the Town of North East was host to the Bassmaster's Elite pro fishing tournament bringing a new and exciting event to the Town. The event incorporated a team effort on all levels. The Town of North East worked alongside Cecil County Tourism and the Bassmaster's Elite event coordinators and local businesses to put on an unforgettable experience. Bass fishing anglers from all over the United States participated in Aug. 13-16, 2015 event for a chance to win \$100,000.00. The event brought in approximately 20,000 visitors and was televised by ESPN sports entertainment channel.

In 2015, events in the Town of North East included the Annual Easter Egg Hunt, the 18<sup>th</sup> Annual St. Mary Anne's Garden Market, the 28<sup>th</sup> Annual Mid-Atlantic Chevelle Show & Swap Meet, the Salute to Cecil County Veteran's featuring a Laser Light Show, 2015 Wine and Food Festival, the Cecil County Bassmaster's Elite, the Crab Crawl, Mutts Masquerade, Pumpkin Decorating, Trick or Treating on Main Street, Holiday Window Decorating Contest, the Annual Town of North East Tree Lighting Ceremony, the Santa House, Holiday House Decorating Contest and the Annual Cecil County Christmas Parade, as well as various other events and activities held throughout the year within the Town of North East.



EVENTS HELD IN THE TOWN OF NORTH EAST IN 2015



St. Mary Anne's 14<sup>th</sup> Annual Flower Market Sale. Flowers, crafts, food, educational stations and tour of St. Mary Anne's historical grounds.





## 2015 Chevelle Car Show



The Maryland Chevelle Club held their Annual Chevelle Car Show June 26 & 27, 2015 at the Town of North East Community Park.



### **28<sup>th</sup> Annual Mid-Atlantic Chevelle Show & Swap Meet**

**Hosted by the Maryland Chevelle Club**

**Open to all 1964 - 1987 Chevelles, Malibus, Lagunas,  
Beaumonts, El Caminos, & GMC Sprints**

**Ground Up Will  
Be On Site!**

**FREE General Admission!**

**Tunes by DJ Kra-Z  
Rain or Shine!**



**June 26 & 27, 2015**

**9:00 AM - 4:00 PM**

**North East Community Park  
North East, Maryland**

**PARTICIPANT JUDGING**

**" SATURDAY ONLY "**

**Chevelle Evaluations - See Our WEBSITE for details!**

**Door Prizes Each Day, Awards on Saturday**

**More info visit: [www.mdchevelleclub.com](http://www.mdchevelleclub.com) or Email [mcc@mdchevelleclub.com](mailto:mcc@mdchevelleclub.com) or call 410-257-7124**

Salute to Cecil County Veterans - July 3, 2015





## 4<sup>th</sup> of July Laser Light Show



Photos by : Adelma Gregory - Bunnell



Duckies released into the water for a duck race as part of the 4<sup>th</sup> of July celebration festivities.



4<sup>th</sup> of July Laser show, music and festivities.

2015 Wine and Food Festival  
July 18, 2015



Visitors enjoyed wine tastings, food, music, and craft vendors.





## CECIL COUNTY BASSMASTER'S ELITE



HUK Bassmaster's fishing tournament hosted by the Town of North East and held August 2015 at the North East Town Park. Attendance exceeded 20,000 people throughout the event.

## Crab Crawl held September 12, 2015



The culinary crawl takes participants on a half-mile trip around North East, stopping at five restaurants to taste crab dishes. The event is a fundraiser to support their local public library, as well as bring business to area businesses. Merchants donated hand painted crabs to auction as a fundraiser.



Photo by Jessica lanetta



## October 2015 Halloween Events



Mutts Masquerade held at West Street Boutique October 2015.



Pumpkin Decorating Contest brings a variety of fun and creative pumpkin decorating ideas.



Trick or Treating on South Main Street

## Town of North East Tree Lighting Ceremony



On the Saturday following Thanksgiving the Town conducts their Annual Town of North East Tree Lighting Ceremony kicks off the Holiday Season with the lighting of the tree and music at the North East Community Park.



Photos by: SAM LUVISI

Children look forward to the opening of the Santa House every year. The Santa House is opening throughout the holiday season. Visitors can speak with Santa or place their wish lists in Santa's special mailbox.



## 2015 Cecil County Christmas Parade



The 2015 Christmas Parade was a huge success!! The Town welcomed approximately 4,000 spectators to the event. The Town staff and our many volunteers along with the support of the local businesses and participants are what made this event unsurpassed.



## 2015 Holiday House Decorating Contest

