

TOWN OF NORTH EAST

2016

ANNUAL PLANNING REPORT



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



2016 ANNUAL PLANNING REPORT

TABLE OF CONTENTS

	<u>Page</u>
Certificate of Adoption	3
Mayor	4
Commissioners	4
Town Administrator	4
Director of Finance and Administration	4
Planning Commission Members	6
Planning Staff	7
Town Attorney	7
Town Engineers	7
Contracted Services	7
Planning Commission Powers and Duties	8
North East Comprehensive Plan	9
North East Growth Area Map	10
Planning –Process Improvements	11
Planning Budget	11
Grants	12
Planning Meetings	12
North East Board of Appeals Members	13
Board of Appeals Powers and Duties	13
Board of Appeals Cases	14
Water Service	15
Code Enforcement	16
Construction and Use Authorization Statistics	17
New Businesses	18
Hazard Mitigation Plan	19
Emergency Response Plan	19
North East Community Park	19
Cecil County – Agency Support	24
State and Federal Agencies	26
Transportation	30
Elk and North East Rivers Watershed Association	32
Events	35



2016 ANNUAL PLANNING REPORT

2016 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 2016 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 T. Dobbins

Mark T. Dobbins, Chairman

April 4, 2017

Date



2016 PLANNING ANNUAL REPORT

MAYOR

Robert F. McKnight

VICE-MAYOR

Michael Kline

COMMISSIONERS

Eric B. Braley

Hilary A. Crothers-Moore

Michael Kline

Paul A. Stark

EX-OFFICIO TO THE PLANNING COMMISSION

Eric B. Braley

TOWN ADMINISTRATOR

Melissa B. Cook-MacKenzie

DIRECTOR OF FINANCE & ADMINISTRATION

Ken Natale



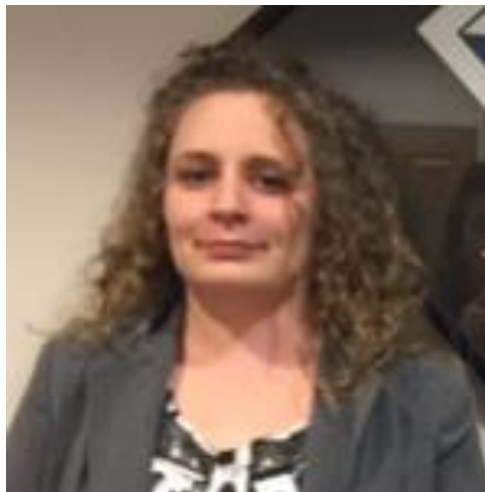
2016 PLANNING ANNUAL REPORT

TOWN ELECTION- 2016

In 2016, Commissioner Eric B. Braley and Commissioner Hilary A. Crothers-Moore ran unopposed for re-election during the February 8, 2016 Town election.



Commissioner Eric B. Braley



Commissioner Hilary A. Crothers-Moore



2016 ANNUAL PLANNING REPORT

Planning Commission Members

Mark Dobbins, Chairman

Valerie Combs, Vice Chairman

Judy Duffy

Michael Nair

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 which 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. All Planning Commission members have completed their educational training course as required under §1-206(a)(2) of the Land Use Article.

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.



2016 PLANNING ANNUAL REPORT

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.

Contracted Services

Patricia Lemmerman, ASLA Registered Landscape Architect
Jodi Shivery, Ecologically Sound Landscapes



2016 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.



2016 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 2016.

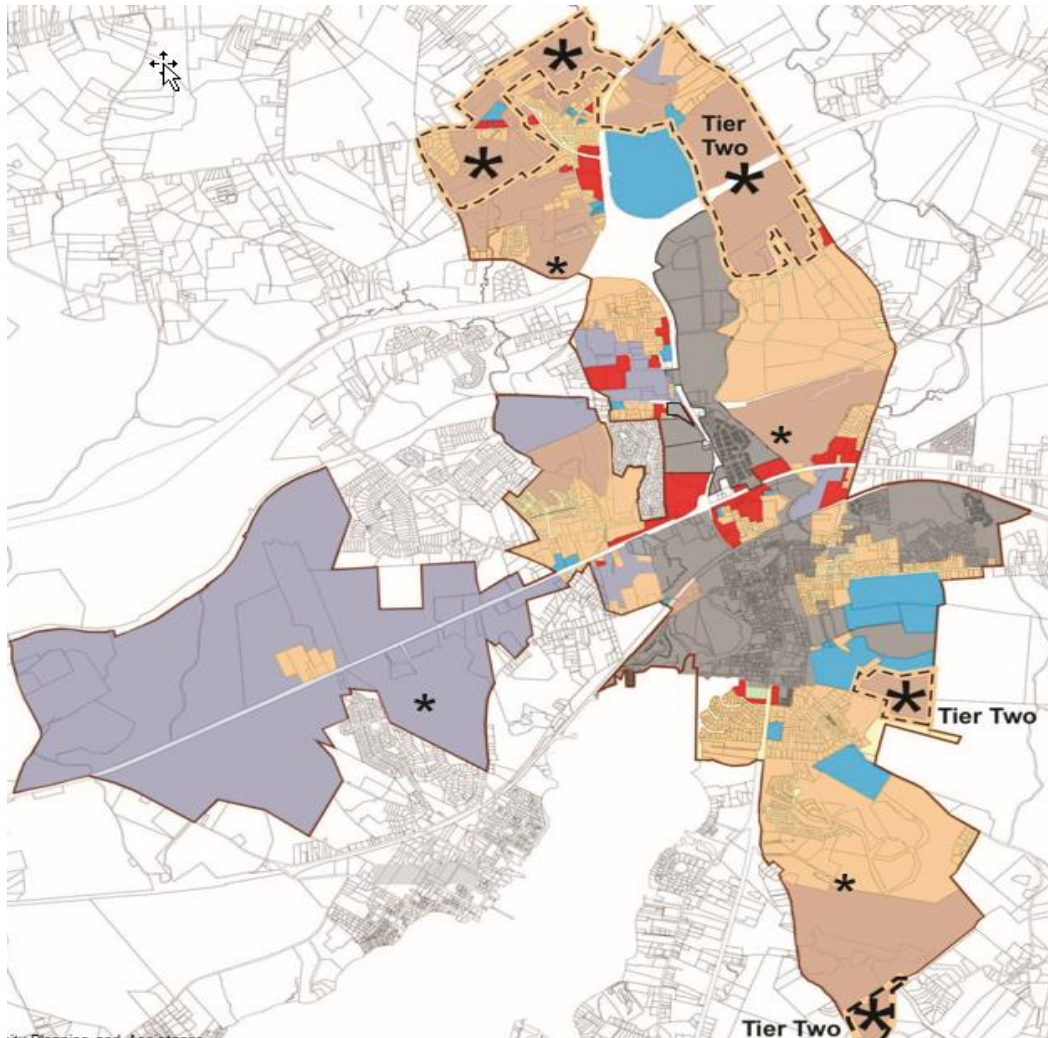


2016 ANNUAL PLANNING REPORT

Changes to Development Patterns in North East

Pursuant to the Land Use Article §1-207(c)(1), there were no changes to development patterns, water service area or land use changes in 2016.

Town of North East Growth Area Map





2016 ANNUAL PLANNING REPORT

PROCESS IMPROVEMENTS

North East Zoning Ordinance

There were no amendments to North East Zoning Ordinance in 2016.

North East Subdivision Regulations

There were no amendments to North East Subdivision Regulations in 2016.

Code of Ordinances of the Town of North East: Road Code Standard Specifications and Details

ORDINANCE 2016-09-02: Amendments to Chapter 6.; Streets and Transportation;
Article 8. Road Code Standard Specifications and Details; Section 6-801. Road Code.

Public Roads Dedicated to the Town in 2016

There were no public roads dedicated to the Town in 2016.

PROJECT STATISTICS

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

BUDGET

The Town operates on a fiscal year beginning July 1, 2015 and ending June 30, 2016.
The operating budget for the Planning Office for the fiscal year 2016 was \$ 133,662.00.



2016 ANNUAL PLANNING REPORT

GRANTS

Chesapeake Bay Critical Area Grant \$5,000.00

PLANNING COMMISSION MEETINGS AND WORKSHOPS

The Planning Commission conducted 8 meetings and 0 workshop in 2016.

Meeting Topics

The North East Planning Commission reviewed the following in 2016:

- “PRD” Planned Residential Development Zoning District: Overview of the regulations for the benefit of new Planning Commission members.
- North East Comprehensive Plan – Overview of the requirements for a Comprehensive Plan for the benefit of new Planning Commission members.
- Special Exception Case A-2016-02-SE. See Below.
- North East Commons property – Discussion with Planning Commission and owner of the property regarding potential use of a cross dock within the HC “Highway Commercial Zoning District”. The Planning Commission required a Traffic Feasibility Study prior to further consideration.
- State Highway Administration Acting Regional Planner, Mr. Peter Sotherland, came to discuss project coordination with Planning Commission.
- Waterfront North East- A resident came before the Planning Commission to propose consideration for a pedestrian walkway which would join Herring Snatchers Park to the North East Community Park.

SPECIAL EXCEPTION

Case A-2016-02-SE Special Exception application from Emily Gillis, Esquire, for a proposed professional law office located at 22 North Main Street, North East, Maryland 21901, also found on Tax Map 400; Parcel 0088. The North East Planning Commission recommended approval of the proposed law office.



2016 PLANNING ANNUAL REPORT

BOARD OF APPEALS MEMBERS

Gabrielle Oldham, Chairman

Sue Fye, Vice-Chairman
(Retired June 10, 2016)

Maurice Tenney

Peg Hardin

Marian Martino

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. In accordance with §1-206(a)(2) of the Land Use Article, all Board of Appeals members have completed their education training course.

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.



2016 PLANNING ANNUAL REPORT

North East Board of Appeals Cases Heard in 2016: 2

Appeal

Case A-2016-01-A: Appeal by William Riddle, Esquire, regarding an interpretation from the Director of Planning: North East Zoning Ordinance; Section 8-2 Nonconforming Lots of Record and Section 8-3 Nonconforming Uses of Land. Subject Property: 101-109 Wallace Ave., North East MD. Also found on Tax Map 0400, Parcels 0040, 0483 and 0519. Property Owner: David Iwersen. The Board of Appeals upheld the Director of Planning's interpretation and the appeal was denied.

Special Exception

Case A-2016-02-SE Special Exception application from Emily Gillis, Esquire, for a proposed professional law office located at 22 North Main Street, North East, Maryland 21901, also found on Tax Map 400; Parcel 0088. The North East Board of Appeals approved the special exception.

Variances

No Variance cases were heard in 2016.



2016 PLANNING ANNUAL REPORT

WATER SERVICE

The Planning Office administers all inquiries for water allocation.

Water Standards and Specifications:

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 Water Works Standards and Specifications for Water Distribution and Details for Water Service. The Standards are reviewed annually and updated as necessary. In 2016, there were two updates to the Standards and Specifications. The current set of Standards are posted 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 and proposes to serve water. The Cecil County Master Water and Sewer Plan was adopted in August 2015 and can be found on the Cecil County Government website.

Acceptance of Water Improvements:

The following water improvements were accepted by the Mayor and Commissioners in 2016:

Development	Value of Improvement
Auto Zone – Deed not required	\$3,500.00
North Creek Run Phase 2	\$103,930.00
Riverwoods at North East	\$143,995.00
North Creek Run Phase 1	\$324,997.00
Bedrock – Phase 3, Wilma Court	\$324,493.00



2016 PLANNING ANNUAL REPORT

Water Allocation Procedure

The Planning Office has adopted a written policy for water allocation, which is available upon request or can be found on the Town's website.

Water Service Agreements

Water Service Agreements executed in 2016:	3 Agreements 159 Pinecone Rd. 1 ERU 152 Razor Strap Rd. 1 ERU 203 Razor Strap Rd. 1 ERU
Water Allocation granted in 2016:	3 ERU (equates to 750 gallons per day)
Total Equivalent Residential Units (ERU's) on the Town Ready to Serve Listing	342 ERU (equates to 84,750 GPD)
Total active water service accounts	2,753 active water accounts

CODE ENFORCEMENT

The Town of North East Planning Office is charged with code enforcement for the Town of North East. Weekly inspections are performed for the purpose of inspecting for compliance with approved construction and use authorizations. The Code Enforcement officer also inspects for violations of the North East Zoning Ordinance and nuisance violations of the Code of Ordinances of the Town of North East.

ENFORCEMENT STATISTICS

Code Enforcement Letters Sent by Staff (Includes referrals to agencies, door tags, 1 st , 2 nd , and final notices)	1,212
Citations Issued	15
Court Appearances	2



2016 PLANNING ANNUAL REPORT

CONSTRUCTION AND USE AUTHORIZATION STATISTICS

PROJECT	Zoning/Construction Authorizations, permits/licenses approved
Single Family dwelling – new	0
Commercial building – new	0
Demolition	1
Addition/renovation to residential home	36
Addition/renovation to commercial building	4
Utility Building	8
Accessory Building	2
Deck	5
Fence	9
Pool	0
Sign	27
Change of Use Authorization	11
Liquor License	3
Commercial Occupation License	13
Home Occupancy Permit	0
Commercial : 26 S Main Street- Station 26	1
Residential Site Plans	0



2016 PLANNING ANNUAL REPORT

NEW BUSINESSES

The Town of North East Planning Office approved 15 new business licenses within the Town's Corporate Limit in 2016.

Business Name	Address
Porch Swing	10 South Main Street
Bay Venture Outfitters	15 North Main Street
Gillis Law Group, LLC	22 North Main Street
Station Ale House	26 South Main Street
Stevie Lynn's Boutique	32 South Main Street, Suite 9
US Sports 1	32 South Main Street, Suite 11
Crazy Daisy Photography	505 South Main Street
Stevie Lynn's Boutique	505 South Main Street
Body Force Fitness, LLC	2562 Pulaski Highway (Change of Ownership)
Wyre Naturals	110 South Main Street
Dip N Doodle	32 South Main Street, Suite 9
Bay Venture Outfitters	Church Point Road
Temporary Businesses	
Keystone Novelties Distributors	North East Station, Lot 7 (Fireworks)
North East Methodist Church Flea Market	308 South Main Street
Vivint Solar	Transient



Photo by Carl Hamilton



Photo by Joe Antoshak



2016 PLANNING ANNUAL REPORT

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.

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

Grant from DNR for Handicap Playground Equipment

In 2016, the Town was awarded approval of an \$8,122.00 grant from the Department of Natural Resources; Community Parks and Playground Programs for handicap playground equipment. The Town Maintenance Department extended the existing playground area at the North East Community Park and added several yards of playground mulch. The “Merry Go All” was then installed to complete the project.





2016 PLANNING ANNUAL REPORT

Rain Gardens

The North East Community Park contains areas where stormwater collects after rainfall. To assist with stormwater remediation, two rain gardens sites were chosen, planned out and installed in 2016. The Town was fortunate to have several partners/agencies who volunteered to assist with these projects:

Rain Garden 1: This rain garden was required in conjunction with a permit the Town received from the Cecil County Department of Public Works; Stormwater Management Division, for a stone revetment project at the North East Community Park. The Town hired Jodi Shivery, Ecologically Sound Landscapes, to design the rain garden, choosing species which are compatible with rain garden use. The Town's Maintenance Department performed the excavation of the site and installed several yards of media mix. Along with the Maintenance Department, the Town partnered with the University of Maryland Extension Office - Master Gardeners, who installed the rain garden plantings and mulch. All work was performed under the guidance of Jodi Shivery, who is also a Master Gardener. The rain garden is maintained by the Town of North East Maintenance Department.



Rain Garden 1: Site is adjacent to the Jackson House at the North East Community Park

The North East Maintenance Department and University of Maryland Extension Office - Master Gardener volunteers preparing the rain garden for plant installation.



2016 ANNUAL PLANNING REPORT



Rain Garden 1: Master Gardener volunteers installing the plantings and mulch

Rain Garden 2: The Fair Hill Nature Center submitted and received grant funding for stormwater management projects in Cecil County, conditioned on providing applicable stormwater management education to high school students along with requiring student participation in the stormwater projects. Representatives from the Fair Hill Nature Center and North East High School partnered with Jodi Shivery, Ecologically Sound Landscapes, who taught the students about the advantages of installing a rain garden to assist with stormwater drainage problems. The Town Maintenance Department performed the excavation of the site and installed the media mix to prepare the area. Jodi Shivery and the students designed the garden with plant species which would thrive in the garden and then worked directly with the students to install the landscape and mulch. The rain garden is maintained by the North East Maintenance Department.



Rain Garden 2 Site: Stormwater problems are evident prior to the rain garden installation



2016 ANNUAL PLANNING REPORT



Rain Garden 2: Completed



Rain Garden 2 – Photo taken after two days of heavy rain



2016 ANNUAL PLANNING REPORT

Shore Erosion Prevention-North East Community Park

The Town coordinated a site visit at the North East Community Park in September with Maryland Department of the Environment, the Department of Natural Resources, the Chesapeake Bay Critical Area, CNA, the Town Administrator, the Maintenance Supervisor and the Director of Planning to discuss and review potential shore erosion prevention projects at the North East Community Park. It was determined that some of the projects could be done immediately, and some would need to wait until engineering and construction funding were available. A brief summary of the projects includes:

1. Immediate tree removal in identified areas where the shoreline is being compromised.
2. Immediate removal of 4 types of invasive species overtaking the vegetation on the northwest bank of the park.
3. Bulkhead replacement in specific areas, and vegetative buffer plantings to help reduce runoff from entering the North East River.
4. Re-grading and installation of small berm and buffer plantings.
5. Resubmittal of Permit SPGP-4 from USACE for a new State Programmatic General Permit (SPGP-5) for the proposed stone revetment on the south side of the North East Community Park. Work under the permit is can take place until March 27, 2018.



Meeting at the North East Community Park September 2016



2016 PLANNING ANNUAL REPORT

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.



2016 PLANNING ANNUAL REPORT

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 continues to assist 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 several times a year, most often associated with releasing Cecil County building permits. Their department is concerned with adequacy of public water allocation for specific projects and for water allocation associated with minor and major subdivisions and site plans. The Health Department also oversees procedures for well abandonment and issues interim well permits after coordination with the North East Planning Office.

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 and posting of unsafe structures
- enforcement of the Cecil County Rental Housing/Livability Code
- enforcement of International Building Code
- inspection
- licensing and 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.



2016 ANNUAL PLANNING REPORT

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 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.



2016 ANNUAL PLANNING REPORT

Maryland Department of Housing and Community Development Sustainable Community Plan

The Town received gained the Sustainable Community status in October 2015 from the Maryland Department of Housing and Community Development, which is effective for five years. As a result of this 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 North East Planning Office outlined the following project improvements:

TURNER PARK: Turner Park was obtained with project open space money several years ago. Turner Park borders the North East Middle School and the Boys and Girls Club, however, has not been updated in several years. Currently it contains one chain link backstop and one bench, and tennis courts in need of rehabilitation. Improvements at Turner Park are needed to utilize this property to its fullest potential for our Community. Improvements outlined in the Sustainable Community Designation application included:

- 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 designed and installed
- Revitalize the Tennis Courts
- Revitalize the basketball court
- Utility Shed for storage of the equipment
- Prepare handicap accessibility for use by the County Sunshine League
- Adjacent to the North East Middle School and the Boys and Girls Club





2016 ANNUAL PLANNING REPORT

HERRING SNATCHERS PARK: The Herring Snatchers Park is located at the northern entry into downtown North East. This park is underutilized, as it has not been improved in several years. Improvements outlined in the Sustainability Community Designation application included:

- Architect to prepare improvement plans for the Park
- Improvements should include hardscape and landscape
- Improvements should include re-construction of steps down to the park



TRANSIT ORIENTED DEVELOPMENT PLAN (TOD): WILMAPCO provided funding to hire a Consultant to create a Transit Oriented Development Concept Plan for the Town of North East. The process commenced in 2012 and was completed and approved by the Mayor and Commissioners in 2014. To move forward with the next step of the TOD, the Planning Office identified in the Sustainable Community Designation application, a project to receive funding to hire a consultant who will work to develop a TOD Overlay District with guidelines and Zoning Regulations, so the Transit Oriented Development Plan can move past concept.



2016 ANNUAL PLANNING REPORT

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. Mr. David Dahlstrom, Regional Planner for the Maryland Department of Planning, works closely with the Town of North East 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 for several years. WILMAPCO provides the Town with technical assistance as well as monetary assistance for projects including updates to the North East Comprehensive Plan, North East Zoning Regulations, Subdivision Regulations and the Town's Road Code. WILMAPCO also provides financial assistance for consultants, mapping, and transportation planning opportunities.

WILMAPCO partnered with the Maryland Department of Transportation Bikeways Program to provide bicycle signage, bicycle sharrow installation and bicycle racks throughout Cecil County. The project commenced in 2013 and was completed in 2016, providing a total of \$11,067.00 to the Town of North East.

U.S. Army Corp of Engineers

The U.S. Army Corp of Engineers assists the Town Planning Office 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.



2016 ANNUAL PLANNING REPORT

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.

Improvements

Route 272 (Mauldin Avenue) and Irishtown Road - Pedestrian linkage: The State Highway Administration is currently within the final stages of a pedestrian improvement project at the intersection of Irishtown Road and Route 272 northbound (Mauldin Avenue). The project has provided a much needed pedestrian linkage from the Duck Harbour Townhomes, Elk River Manor Apartments, Victoria Park Apartments and Beacon Apartments into the downtown as well as to the schools, parks and to transit bus stops. The project includes the installation ADA compliant sidewalks, crosswalks, handicap ramps, driveway aprons, curb and gutter as well as updated stormwater management practices and several new trees, bushes, grasses and flowers.





2016 ANNUAL PLANNING REPORT

North East Middle School/Jethro Street walkway: In November 2016, the Town was awarded grant funding for \$38,054.50 from the State Highway Administration; Transportation Alternatives Program/Safe Route to School program. The project will provide pedestrian linkage between Jethro Street and the North East Middle School on East Cecil Avenue on land which the Town owns. The sidewalk will replace a deteriorated path which is currently not handicap accessible. This project is expected to be constructed in 2017.

Route 272 and Route 40 intersection-Pedestrian crossing:: For several years the Town has been very concerned about the number of pedestrians crossing the highway at Route 272 and Route 40 intersection, and have sent letters of request to the State Highway Administration, urging a pedestrian crosswalk be constructed. State Highway Administration has nearly completed their engineering, Erosion and Sediment Control, Stormwater Management Plans and is working through the final Maintenance of Traffic revisions. The projected start date is late May 2017.

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 to review the Draft FY 2017-2022 Consolidated Transportation Program (CPT). In anticipation of that meeting, a transportation priority letter (March 2016) was sent to The Secretary for the Maryland Department of Transportation from Mayor McKnight. The Town Administrator and Director of Planning attended the September 30, 2016 “Pre-Tour” meeting at the Cecil County Administration Building.

Cecil Transit: Cecil Transit plays a valuable role to our residents in North East, with bus service from several locations within the Town’s Corporate Limit, providing transportation to shopping centers, hospitals in physician offices throughout our County as well as service just over the line in Delaware. Cecil Transit has been very successful in obtaining grant funding from the Maryland Transit Administration for the Statewide Special Assistance Program which is targeted with services to the elderly, disabled and general public in Cecil County. The Town’s Planning Office participates in the quarterly Coordination Council/Advisory Board Meetings.



2016 ANNUAL PLANNING REPORT

Elk and North East Rivers Watershed Association (ENERWA)

The Elk and North East River Watershed Association was established in 2014. 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.

ENERWA PROJECTS-2016

Town of North East Municipal Parking Lot-Rain Garden Rehabilitation

The Town of North East partnered with students from the Cecil County Watershed Stewards Academy and the Elk and North East Rivers Watershed Association to design a project which would rehabilitate the North East Town Hall municipal parking lot landscape island.

The initial rain garden was established approximately 25 years ago, and was designed to capture the storm water from the Town's parking lot, however, after several years it was not working as efficiently as when it was installed. Two students from both ENERWA and the Stewards Academy/Cecil County Department of Public Works initiated and engineered the rehabilitation of the garden. Donations were received from Patricia Lemmerman, ASLA, who designed the garden plantings; Chesapeake Bay Trust provided partial funding for the project and McCrone Engineering provided the engineering specifications for the stormwater component of the garden. The North East Maintenance Department removed the existing boulders, landscape and shrubbery from the site and excavated down several feet in preparation of the rain garden base. The Cecil County Department of Public Works, along with the students from the Stewards Academy and the Town's Maintenance Department installed piping, stone and media mix in preparation for the plantings. The University of Maryland Extension Office-Master Gardeners joined the members from ENERWA and Cecil County Public Works to plant the garden, and completed the design by outlining the landscape bed with river rock and new parking bumpers. The rain garden rehabilitation project was completed in May 2016.





2016 ANNUAL PLANNING REPORT



Rain Garden, Town of North East Municipal Parking Lot





2016 ANNUAL PLANNING REPORT

Project Clean Stream and Coastal Clean Up

Project Clean Stream and Coastal Clean Up included several members from ENERWA as well as many volunteers from our Community. Volunteers collected trash and debris totaling over 1,380 pounds. The Cecil County Department of Public Works issued landfill waivers to those who were disposing of the items at the Cecil County Landfill. The following locations were represented:

North East Community Park – Town Dump Truck filled with driftwood (2 volunteers)
Cecil College - North East River Tributary - 580 pounds trash (6 volunteers)
Stony Run at North East Isles - 120 pounds trash (2 volunteers)
Shoreline at North East Isles - 100 pounds trash (3 volunteers)
St. Mary Anne's on the North East River - 400 pounds trash (6 volunteers)
Pembrey at Elk River – 180 pounds trash (4 volunteers)





2016 ANNUAL PLANNING REPORT

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 2016, events in the Town of North East included the Annual Easter Egg Hunt, the 18th Annual St. Mary Anne's Garden Market, the 29th Annual Mid-Atlantic Chevelle Show & Swap Meet, the Salute to Cecil County Veteran's fireworks show, 2016 Wine and Food Festival, the Cecil County Public Library 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.



St. Mary Anne's Garden Market



2016 ANNUAL PLANNING REPORT



29th Annual Mid-Atlantic Chevelle Car Show & Swap Meet



Photo by Cheryl Mattix

Mayor Robert F. McKnight and wife Virginia 2016 Crab Crawl



2016 ANNUAL PLANNING REPORT

2016 Salute to Veterans and Fireworks



Photo by Cheryl Mattix

Flag raising ceremony.



Photo by Cheryl Mattix

Fireworks celebration at the North East Community Park over the North East River.



2016 ANNUAL PLANNING REPORT



Trick or Treating



Pumpkin Decorating Contest



**2016 Cecil County Food and Wine Festival
to benefit the Cecil County Boys and Girls Club**



2016 ANNUAL PLANNING REPORT



2016 Cecil County Christmas Parade



2016 Christmas Tree Lighting at the North East Community Park