

NORTH EAST PLANNING COMMISSION
North East Town Hall Meeting Room
106 South Main Street, North East, Maryland 21901
Tuesday, October 2, 2018
7:00 p.m.

Chairman Mark Dobbins called the meeting to order at 7:00 P.M. Present included Commissioner Raymond Mitchell and members Valerie Combs, Michael Nair and Judy Duffy. Also present were Chris Mink, Town Engineer; Melissa Cook-Mackenzie, Zoning Administrator; Betsy Vennell, Director of Planning and Zoning. Lisa Rhoades, Planning and Zoning Assistant was absent from the meeting.

-MINUTES-

September 4, 2018

Ms. Vennell reported the September 4, 2018 Planning Commission Meeting Minutes will be tabled until the November 6, 2018 Planning Commission Meeting.

-OLD BUSINESS-

None.

-NEW BUSINESS-

1. SYE LLC: Annexation of 2.1335 Acre Parcel. Tax Map 25; Parcel 94
Proposed Zoning: Highway Commercial; Highway Commercial Overlay District
Owner: SYE LLC; 102 Riverside Drive, Elkton Maryland

Recommendation to the Mayor and Commissioners: Annexation Resolution C- 2018-09-01-A and Annexation Plan Resolution C-2018-09-02-A

Jay Emery, Esquire, came to represent the Owner of the property, SYE, LLC. Attorney Emery stated that the majority of the property adjacent to parcel 94 is already annexed into the Town. The proposed zoning designation is consistent with the Cecil County's zoning district.

Attorney Emery reported that the plans for development are to develop a small shopping center. There is an easement from the PNC parking lot out onto Route 40, which will be utilized to gain access to the shopping center from Route 40. The future tenants of the proposed shopping center are unknown at this time. Ms. Vennell briefly outlined the annexation process to the Planning Commission.

Ms. Duffy made a motion to recommend approval of the SYE LLC annexation of 2.1335 Acre Parcel to the Mayor and Commissioners. Mr. Nair seconded the motion and the motion was approved by all.

2. North East Commons (Previously known as the Nazarene Camp)-Architectural Review for a proposed 716,490 square foot cross dock facility fronting Route 272, North East, Maryland.

Owner: Rhine Properties LLC; c/o Caves Valley Partners; 1 Olympic Place, Towson, Maryland. Tax Map 25; Parcel 453, 591 and 272. Zoning District: Highway Commercial; Highway Commercial Overlay District.

Architectural Review of Cross Dock Facility:

Amy DiPietro, P.E. from MRA, Jeff Holcomb and Mike Wilson from Trammel Crow Company; Development Division, West Conshohocken, Pennsylvania were present to discuss the architectural drawings proposed for the cross dock facility.

Mr. Holcomb reported the design team was given the following three guidelines to follow:

- prevent it from looking like a standard distribution building;
- be very careful about the scale of the building and massing given the prominent location along Route 272;
- create and provide a look of the highest quality

Mr. Holcomb stated that the side of the building facing Route 272 shall be considered the front of the building. The office component of the warehouse will be located in the front corners, which are proposed to have different treatments with a ‘corporate sense of arrival’. The loading docks will provide different textures and materials such as ribbing, paint patterns, colors and aluminum boxes and windows. The building will be no greater than 45 feet in height. Mr. Holcomb indicated that they may not install the “proposed trailer storage” at this time. However, this area will be included on the site plan, stormwater management plan and grading plan in case they decide to install it later. There will be a potential of 300 tractor trailers at this site, with 100 bays and the number of employees at this site could range from 300 to 1500, depending upon the tenant.

Mrs. Cook-MacKenzie inquired how the building would be marketed. Mr. Holcomb replied it will be marketed as a facility with flexible bays to meet the needs of various types of businesses.

Bay Doors: The bay doors will be designed to be able to be removed, per the tenant’s requirements. Mr. Nair asked what the typical lifespan of a tenant for this type of facility. Mr. Holcomb replied, in a good location, with a reasonable land price and reasonable acreage, they are time proven.

Roof: Ms. DiPietro stated that the roof may be visible from Route 272 depending on the season. Air conditioning units shall be installed on the roof. Mr. Wilson indicated that if a tenant desired solar panels, they would be responsible for installing them.

Landscape: Ms. DiPietro stated that on the west side of the building, adjacent to the relocated road, there is approximately 30 feet of slope which will be utilized for landscape. In addition, the existing trees, in a strip of land 35 feet wide and approximately the length of the building, adjacent to Route 272, shall remain. Ms. DiPietro stated that onsite reforestation will be reviewed and their architect is looking at the Highway Corridor Overlay District in regards to the landscaping requirements.

Lighting: Mr. Holcomb stated that a pattern of lighting will be designed. It will be a LED building with lights aiming down the exterior of the building and reflecting off of the wall down the length of the building. Ms. DiPietro stated the lighting will be Dark Sky compliant.

Maryland Historical Trust: Ms. DiPietro reported they have resubmitted a permit to the Maryland Historical Trust.

Retail Pad Sites: The current owner will retain ownership of the pad sites, however, they would be designed for stormwater and grading at this time.

State Highway Administration: Ms. DiPietro stated the intersection of the new road and Route 272 will need to be approved by the State Highway Administration, with construction of the intersection completed prior to opening of the proposed cross dock facility. The developer is working with State Highway for sequencing and coordination. Chairman Dobbins inquired about the truck traffic versus office space and employee parking. Mr. Holcomb stated that if the employee numbers go up, there will be shifts.

Architectural Element: Mrs. Vennell stated that due to the size and location of the building, an architectural element needs to be added as a gateway into the Town. The Planning Commission concurred. Mr. Holcomb indicated they may be able to develop an architectural element on the North side of the property. Ms. Cook-MacKenzie reported that with the Victoria Park Apartments project, the Town hired an architect to develop some options to choose from while going through the development process. Mr. Holcomb stated they would have their architect create some architectural element for review and concurred that the architectural element would not only be an identifier for the building but the Town of North East.

Signs: Mrs. Vennell inquired whether the entire property will have one Master Sign with all names of the tenants on the sign, or whether each business would have signs on their individual pad sites. The Highway Corridor Overlay District requires that the Planning Commission review the appearance and features of signs in this District, whether independently with each site plan review or as an integrated sign system design for the entire complex. Mrs. DiPietro stated that she would like to discuss a master sign vs. independent signs with Caves Valley Partner.

The Planning Commission concluded that they will re-review the architectural component associated with the cross dock facility. The Planning Commission did, however, concur that the proposed color and design and textures of the proposed cross dock facility are acceptable.

-REPORTS-

North East Subdivision Regulations

The Planning Commission had been given a draft of the North East Subdivision Regulations and reported that they had no questions about the draft. The Planning Commission agreed to add the Draft North East Subdivision Regulations to the November meeting.

-MISCELLANEOUS-

None.

-COMMENTS FROM THE PUBLIC-

None.

-NEXT MEETING-

The next Planning Commission meeting is scheduled for October 29, 2018.

-ADJOURNMENT-

With no further business, Ms. Duffy made a motion to adjourn at 8:40 P.M. Mr. Nair seconded the motion and the motion was approved by all.

Respectfully submitted:

Attest:

Betsy Vennell
Director of Planning

Mark Dobbins
Chairman