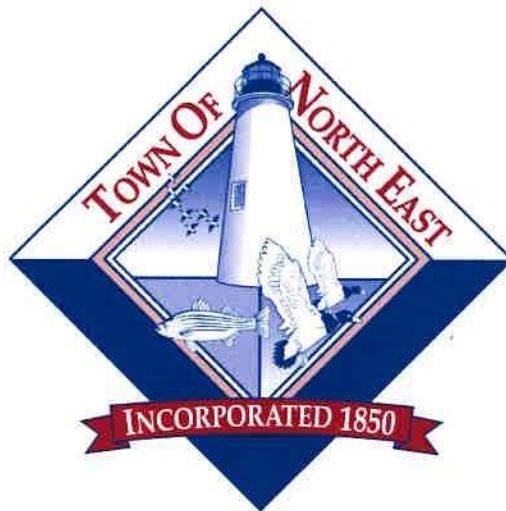


TOWN OF NORTH EAST

2018

ANNUAL PLANNING REPORT



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



2018 ANNUAL PLANNING REPORT

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2018 ANNUAL REPORT OF THE TOWN OF NORTH EAST PLANNING COMMISSION CERTIFICATE OF ADOPTION

In accordance with the provisions of 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 2018 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, Chairman

Date



2018 PLANNING ANNUAL REPORT

MAYOR

Robert F. McKnight

VICE-MAYOR

Michael Kline

COMMISSIONERS

Eric B. Braley (until 03/14/2018)

Hilary A. Crothers-Moore

Michael Kline

Paul A. Stark (resigned July 11, 2018)

Raymond Mitchell (elected 02/14/2018)

Cynthia G. Billig (appointed July 26, 2018)

EX-OFFICIO TO THE PLANNING COMMISSION

Eric B. Braley (until 3/14/2018)

Raymond Mitchell (appointed 3/14/2018)

TOWN ADMINISTRATOR

Melissa B. Cook-MacKenzie

DIRECTOR OF FINANCE & ADMINISTRATION

Ken Natale



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TOWN ELECTION- 2018

Sworn in by Mayor McKnight, Commissioner Raymond Mitchell was elected for a two year term and Commissioner Crothers-Moore was re-elected for a two year term.



Photo by JESSICA IANNETTA/CECIL WHIG



Cynthia Billig was sworn in as Town Commissioner on July 25, 2018



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Planning Commission Members

Mark Dobbins, Chairman

Valerie Combs, Vice-Chair

Michael Nair

Judy Duffy

Commissioner Raymond Mitchell appointed 3/2018

(Commissioner Eric B. Braley, Ex-Officio until 3/2018)

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.

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.



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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

Contracted Services

Jodie Shivery, Ecologically Sound Landscapes
Patricia Lemmerman, ASLA (retired February 2019)



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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.



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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 2018. Pursuant to a recommendation from the Maryland Department of Planning, the Town will begin updates to the Comprehensive Plan after the 2020 CENSUS results are in.

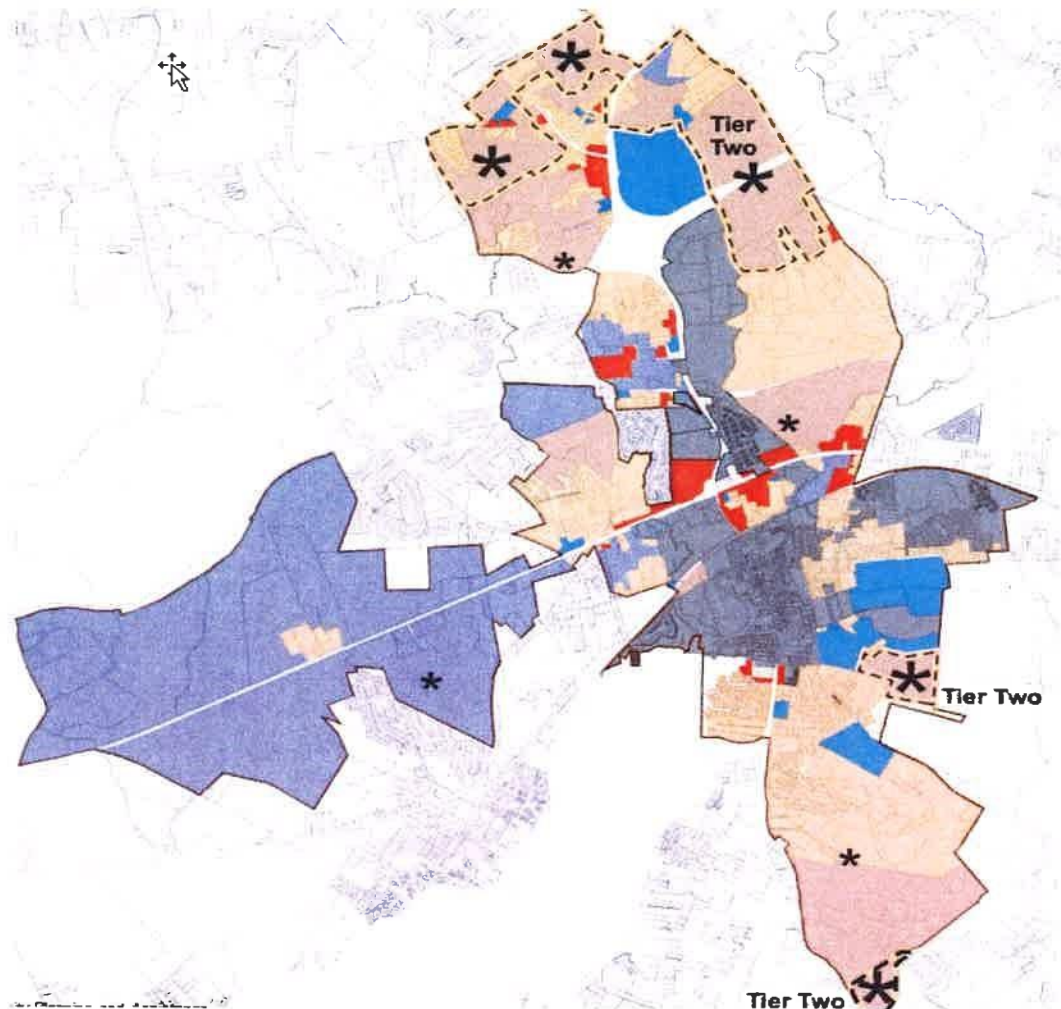


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Changes to Development Patterns in North East

Pursuant to the Land Use Article §1-207(c)(1), changes to the development patterns in 2018 included the annexation of property owned by SYE, LLC. The subject property includes approximately 2.1335 acres (92935.26 square feet); found on Tax Map 0025; Parcel 0094, and identified as 10 Bradley Lane, North East, located on the West Side of Rogers Road, North East, Maryland. Recorded among the Land Records of Cecil County, Maryland. Book CMN 3906; Page 348. Zoning designation: Highway Commercial with the Highway Corridor Overlay District.

Town of North East Growth Area Map





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PROCESS IMPROVEMENTS

North East Zoning Ordinance Amendments

There was one amendment to North East Zoning Ordinance in 2018:

North East Subdivision Regulations

The Town of North East repealed the current Subdivision Regulations, effective 11-24-18

The Town of North East adopted new Subdivision Regulations, effective 11-24-18.

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

There were no amendments to the Code of Ordinances, Road Code Standard Specifications and
Details in 2018.

Public Roads Dedicated to the Town in 2018

There were no public roads dedicated to the Town in 2018.

PROJECT STATISTICS

Annexations: 1
Concept Preliminary Subdivision: 1
Preliminary Minor Subdivisions: 0
Final Minor Subdivisions: 0
Preliminary Major Subdivisions: 4
Final Major Subdivisions: 2
Rezoning Applications: 0
Special Exception Applications: 1
Modified Site Plans: 0
Concept Site Plans: 2
Preliminary Site Plan: 1
Final Site Plans: 1



2018 PLANNING ANNUAL REPORT

PLANNING COMMISSION MEETINGS AND WORKSHOPS

The Planning Commission conducted 13 meetings in 2018.

SITE PLANS

North East Elementary School Parking Lot Expansion: Concept Site and Landscape Plan
North East Elementary School Parking Lot Expansion: Preliminary/Final Site Plan
North East Commons, LLC: Cross Dock Facility: Architectural Building Review-Highway
Corridor Overlay District
North East Commons: Concept Site Plan
North East Commons, LLC: Monument Sign-Architectural HCOD Review

SUBDIVISIONS

- Ridgely Forest Master Planned Community: Change of the number of housing unit types and architectural styles (from the originally approved Master Planned Community Guidelines in 2007/2008).
- Ridgely Forest Preliminary/Final Subdivision Plat-Remaining Lands of Phase 1: Reduction from 129 to 78 residential dwelling unit lots
- Ridgely Forest Preliminary Subdivision Plat, Section 1: 35 single family lots
- Ridgely Forest Preliminary Subdivision Plat Section 2: 33 single family lots
- Ridgely Forest Preliminary Subdivision Plat Section 4: 40 single family lots
- Ridgely Forest Final Subdivision Plat Section 1: 35 single family lots
- Ridgely Forest Section 1: Landscape, Open Space, Street Lighting, Street Signs
- North East Commons Concept Major Subdivision Plat: 5 lots
- Ridgely Forest Master Planned Community Guidelines and "MPC" Concept Plan: Housing unit types, architectural plans and concept lot layout
- Ridgely Forest Section 2: Landscape Plan

SPECIAL EXCEPTIONS

Case A-2018-03-SE: Applicant, Warren M. Beverung, III, 29 South Main Street, 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 Restaurant. Property owner: South Main Street Properties, LLC, 1304 Business Center Way, Suite 201, Edgewood, Maryland. Also found on Tax Map 400, Parcel 0270 in the General Commercial Zoning District. The Planning Commission recommended approval of the special exception.



2018 PLANNING ANNUAL REPORT

ADDITIONAL TOPICS REVIEWED BY THE PLANNING COMMISSION

The North East Planning Commission reviewed the following in 2018:

- Maryland Department of Transportation 2018 Priorities Request Letter: Recommendation of approval to the Mayor and Commissioners.
- 2018 Annual Planning Report: Recommendation of approval to the Mayor and Commissioners
- Annexation of SYE LLC: Recommendation of approval to the Mayor and Commissioners
- North East Subdivision Regulations: Recommendation of approval to the Mayor and Commissioners.

BOARD OF APPEALS MEMBERS

Gabrielle Oldham, Chairman

Peg Hardin, Vice-Chairman

Maurice Tenney

Raymond Mitchell

(Resigned in March 2018 to accept a position on the Town Board)

S.J. Anderson

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.



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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.

NORTH EAST BOARD OF APPEALS-CASES

The Board of Appeals heard a total of 3 Cases in 2018.

SPECIAL EXCEPTION

Case A-2018-03-SE: Applicant, Warren M. Beverung, III, 29 South Main Street, 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 Restaurant. Property owner: South Main Street Properties, LLC, 1304 Business Center Way, Suite 201, Edgewood, Maryland. Also found on Tax Map 400, Parcel 0270 in the General Commercial Zoning District. The Board of Appeals approved the special exception for an on premise alcohol beverage license in conjunction with their restaurant.

VARIANCES

Case A-2018-01-V: A Variance application was filed by the Cecil County Board of Education: North East Elementary School requesting a 15' foot front yard setback variance from the 25' foot requirement, for the purpose of installing a new student drop-off/pick-up area and overflow parking lot, fronting Thomas Avenue. Also found on Tax Map 401; Parcel 27. Zoning District: "R-1" Single Family Residential. The Board granted the 15' foot front yard setback variance request with conditions.

Case A-2018-02-V: A Variance application filed by Kelly Benson, Bay Venture Outfitters, W. Church Point Road, North East, Maryland. Property Owner: Vestry of North Elk Parish, St Mary Anne's Episcopal Church, 315 South Main Street, North East, Maryland. Applicant requested a 55 foot Buffer variance from the 110' foot Critical Area Buffer requirement for the purpose of installing a 192 square foot utility building to serve an existing kayak rental business. Also found on Tax Map 401; Parcel 0257. Zoning District: VM, Village Marine. The Board granted the 55' foot Buffer variance with conditions.



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NORTH EAST WATER UTILITY

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 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 2018, there were no amendments 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.

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.

2018 WATER ALLOCATIONS

Water Allocation requests granted in 2018:	13
Water Service Agreements Executed	12
Total Equivalent Residential Units (ERU's) on the Town Ready to Serve	322 ERU
Total number of water customers billed	2,786



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2018 WATER SERVICE AGREEMENTS

12 WATER SERVICE AGREEMENTS EXECUTED	ERU (250 GPD)
Pivot Physical Therapy, North East Station – commercial	2
Chesapeake Club - 5 residential lots	5
161 Razor Strap Road - 1 residential lot	1
North East Harbors – 12 residential lots	12
Ridgely Forest MPC Revision- residential lots	97
Watson – 3 residential lots Leslie Rd.	3
Mongtomery – 2 residential lots Razor Strap road.	2
259 Old Bayview Road – 1 residential unit	1
261 Old Bayview Road – 1 residential unit	1
HUM II – Tim’s Plastics - Commercial	2
Maryland Avenue-1 residential unit	1
425 Red Toad Road – 1 Residential Unit	1

Water Utility Projects Reviewed and Approved in 2018

HUM II Tim’s Plastics (warehouse)

Acceptance of Water Improvements in 2018:

There were no deeds of conveyance for water improvements accepted in 2018.



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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.

Friendly Reminder Door Tags, Friendly Reminder Letters	224
Code Enforcement Letters sent by Staff (first, second, third notices)	45
Citations Issued	0
Court Appearances (Citation issued in 2017)	1
Illegal Signs Removed	158

CONSTRUCTION AND USE AUTHORIZATION STATISTICS

PROJECT	ZONING/CONSTRUCTION AUTHORIZATIONS; PERMITS AND LICENSES APPROVED
Single Family dwelling – new	12
Commercial building – new	0
Demolition	2
Addition/renovation to residential home	10
Cell Towers – renovation and deconstruction	3
Utility Building	11
Accessory Building	2
Deck	9
Fence	11
Pool	2
Sign	16
Liquor License	1
Commercial Occupation License	12
Home Occupancy Permit	0
Flea Markets	1
Total number of applications	91



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NEW BUSINESSES

The Town of North East Planning Office approved 12 new business licenses:

Business Name	Address
Anthony Covatta's Catered Cuisine	2 South Main Street
Sterling Station (expansion of existing business)	32 South Main Street
Mined Over Matter	32 South Main Street
Caliber Home Loans	111 South Main Street
Natures Nectar	32 South Main Street
Woody's Tacos and Tequila	26 South Main Street
Chesapeake Yoga and Wellness	102 Old Mill Plaza
Estuary Day Spa with new services	32 South Main Street
JM Signs	101 Old Mill Plaza
PIVOT Occupational Health	North East Station
North East Family Restaurant	2440 Pulaski Highway
Heart Felts Gifts	32 South Main Street
The Best You, LLC	102 East Cecil Avenue

ECONOMIC DEVELOPMENT COMMISSION

Tom Lofland, Chairman

Kelly Benson, Vice-Chairman

Sandra Edwards

Kerry Doordan Famularo

Tom Kenny

Melissa B. Cook-MacKenzie

Section 2-504. Powers and Duties of the Commission

The Commission may:

1. Investigate and assemble information pertinent to the Economic resources and industrial opportunities of the Town.
2. Encourage location of new industrial enterprises in the Town and the expansions of present enterprises.
3. Encourage development of recreational areas and encourage tourist business in the Town.



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4. Advise the Mayor and Commissioners on any and all matters related to the economic conditions, growth and development of the Town.
5. Review and make recommendations when requested concerning any businesses before the Mayor and Commissioners or any other Town Boards and Commissions which would have an impact upon economic development.
6. Seek and identify any Federal, State or other funds, grants or loans that may be available to encourage and assist the revitalization of the Commercial and Residential Districts of the Town of North East. They shall also recommend to the Mayor and Commissioners uses for all such funds acquired.
7. The Commission shall have the power to:
 - a. Recommend establishment of the boundaries of Commercial, Industrial and Residential Districts; of designated zones within any Districts; and the appropriation of sums for each zone.
 - b. However, any of said appropriation by zone shall be in equal amounts.
 - c. The Commission shall have the power to monitor and collect, on behalf of the Town, all loans previously granted by the Downtown Revitalization Commission.
 - d. The Commission shall draft a set of Regulations recommending the qualifications and requirements for the obtainment of funds by property and business owners in the designated Industrial, Commercial and Residential Districts. Specifically, these Regulations shall set forth the conditions for repayment, including, but not limited to: interest rate, time for repayment and any required security. These regulations shall be drafted to be non-discriminatory in nature and have a non-discriminatory impact in application. After approval by the Mayor and Commissioners, copies of the Regulations shall be kept on file at the Town Office and shall be made available to the public upon request.
 - e. The Financial Committee of the Economic Development Commission shall recommend specific loans, applying the Rules and Regulations established above, and subject to the approval of the Town Board.

Economic Development Sub-Committees established in 2018

Industrial/Commercial
Residential/Tourism/Recreation



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HAZARD MITIGATION PLAN

The Planning Department 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 Department 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

The Planning Department 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 to enhance the park for the Community.

In 2018, the following donation was received by the Town of North East:
Paula Dilks: Donation of two park benches with memory plaques

MS-4 PERMIT REQUIREMENTS

In conjunction with the requirements from the Maryland Department of the Environment for the Town to obtain an MS-4 permit, the Town put out a request for proposals for a Stormwater Management Study. The contract was awarded to Soltesz, and work on the proposal commenced in 2018. A letter of "Notice of Intent" to comply with MS-4 requirements was prepared by Soltesz, signed by the Mayor and Commissioners and was sent to Maryland Department of the Environment in 2018. The "study" is expected to be completed within 2019.



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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.

The Town of North East coordinates 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.



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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.

Land Use and Development Services

The Land Use and Development Services Department has combined the former Office of Planning & Zoning, Office of Permits & inspections, and the Plans Review Branch of the Department of Public Works into one Department. Cecil County's Geographic Information Systems (GIS) program is also administered by the Department of Land Use and Development Services.

Flow Chart for Site Plans/Change of Use

Cecil County Department of Land Use and Development Services reached out to the Town to assist with the creation of flow charts for to outline the site plan approval process and change of use process. The Town and County utilize the flow chart to offer guidance and insight for the processes that will be required.

Cecil County Green Infrastructure Plan

Cecil County Department of Land Use and Development Services was awarded funding from the Department of Natural Resources Community Resilience grant to develop a county-wide Green Infrastructure Network and Plan. Along with other towns, the Town of North East was invited to participate in the steering committee meetings. The timeline of this project is expected to be complete in 2019.

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 to the Town, the Committee reviews projects within the Town of North East corporate limit, when requested.

In 2018, the Town requested the Technical Advisory Committee's review of the following projects:

- North East Branch Library
- North East Gateway Subdivision Plat
- North East Gateway Site Plan



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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
- administer condemnation of property and posting of unsafe structures
- enforcement of the Cecil County Rental Housing/Livability Code
- enforcement of International Building Code
- follow up on construction project inquiries in North East
- issuance and licensing of Hawkers and Peddlers licenses
- administer enforcement of the codes related to occupancy, fire code, plumbing, electrical and mechanical installations.
- coordinate the issuance of Town Zoning/Construction Authorizations with Cecil County Building Permits

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



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Cecil County Economic Development

Residential Builder and Developer Event

The Town of North East participated in the first Residential Builder and Developer Event in October 2018, sponsored by Cecil County Economic Development, Cecil County and the municipalities of Cecil County. The event was well attended by approximately 130 people. Included were realtors, developers, builders, representatives from the Cecil County Government and the municipalities in Cecil County.





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Enterprise Zone Expansion

The Enterprise Zone is an important incentive for the Town of North East to encourage existing businesses to expand and attract new businesses to locate within the Town of North East. In 2018, the Town's Enterprise Zone expanded to include approximately 59.861 acres, designated as Parcels 272 and 453 found on Cecil County Tax Map 25. This increase brings the Enterprise Zone within the corporate limits of the Town to approximately 221.927 acres.





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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 and physician offices throughout Cecil County as well as providing service just over the line into 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 Department participates in the quarterly Coordination Council/Advisory Board Meetings.

In 2018, the Town worked closely with Cecil Transit along with the proposed site plans for the North East Library, North East Gateway and a concept shopping center across from Walmart-North East.

Elk and North East Rivers Watershed Association (ENERWA)

The Elk and North East River Watershed Association (ENERWA) was established in 2014. The Planning Department attends the monthly meetings, conducted at the North East Town Hall. The Planning Department also participates in projects and events with the Association.

ENERWA is involved with educational programs within the schools in Cecil County, providing assistance with rain garden installation, after school programs, and library programs. ENERWA has participated with the annual Cecil County "Annual Wade In", the annual "Coastal Clean Up" and several "Project Clean Stream" programs. The Association has several volunteers who participate in Water Sampling throughout the North East Watershed, sending samples to an off-site location for testing. ENERWA'S website: <https://www.elkandnortheastrivers.org/>

ENERWA, in partnership with Cecil County Watershed Association, established a rain garden within the North East Town Hall parking lot in 2016. The project brought together several volunteers including those from the Master Gardeners Association who assisted with the planting of the garden. The garden is now fully established and has proven very effective in capturing stormwater from the parking lot.



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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 has applied for and received grant funding from the Chesapeake Bay Critical Area for the last several years. In conjunction with the grant funding, the Planning Department provides a quarterly report to the Chesapeake Bay Critical Area.

Throughout the last several years, the North East Isles Community has participated in several Critical Area Buffer Management programs. As part of their Best Management Practices Plan, a review of erosion throughout the community takes place. This year, in an effort to assist with erosion, the Community participated in a natural bank stabilization project.





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Chesapeake Bay Trust

In 2018, the Mayor and Commissioners participated with a property owner in Town by applying for a Chesapeake Bay Trust “Green Streets, Green Jobs, Green Towns Grant”. The grant’s project title: “Conceptual Plan-G3/Stormwater Management Plan for Downtown North East, MD”. The grant was awarded by the Chesapeake Bay Trust for \$13,400.00. The project location is on the north side of town in an Intensely Developed Area (IDA) within the town’s designated Chesapeake Bay Critical Area. The area includes a historic millrace (now filled) and a drainage conveyance channel that releases untreated runoff into the North East Creek. The conceptual plan contained two main objectives:

- 1) Implement Best Management Practices to capture and treat stormwater runoff, contributing to MS4 requirements
- 2) Enhance community livability by improving an area with historical significance, and increasing access to the North East Creek.

The work on this grant will continue into 2019.

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 cooperation with the Maryland Department of the Environment, the Town of North East has adopted Floodplain Management Regulations. The purpose of the Regulations 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.

Maryland Department of Planning

The Maryland Department of Planning has enacted a new state development plan entitled, “***A Better Maryland***”. As part of developing a new statewide plan to guide growth and development across Maryland, the Maryland Department of Planning has been seeking input from local governments, state agencies, Maryland residents, and others. “***A Better Maryland***” is intended to enrich the lives of all Marylanders and serve as a valuable resource for years to come.



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There were several rounds of listening sessions in 2018 where proposed strategies for discussion took place. The Town of North East Planning office attended two meetings concerning ***"A Better Maryland"***. Proposed strategies in this Plan include:

- Tackling the Economic Development Needs of the Next Century
- Sustaining the Environment into the Future
- Preserving Land
- Improving Economic Growth and Development in Existing Communities
- Meeting Renewable Energy Goals
- Addressing Maryland's Transportation, Infrastructure, and Technology Challenges and Opportunities
- Creating Workforce/Affordable Housing
- Building Capacity in Communities
- Protecting Historic and Cultural Resources
- Creating Quality Places
- Coordinating State Agencies in Planning Processes
- Adapting and Becoming Resilient to Climate Change
- Respecting Regional Distinctions
- Improving the Delivery of Programs and Services to Local Jurisdictions

To learn more about the new plan, please visit <https://abetter.maryland.gov/>.

The Maryland Department of Planning also 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 has provided the Town of North East assistance through various projects.

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

The Town received 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 Department 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 has not been updated in several years. Currently it contains one chain link backstop and one bench, and tennis courts in need of



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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



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 Herring Snatchers Park
- Improvements should include hardscape and landscape
- Improvements should include re-construction of steps down to the park



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HERRING SNATCHERS PARK

U.S. Army Corp of Engineers

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



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TRANSPORTATION

State Highway Administration Maryland Transportation Authority

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 the 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. This list is provided to Cecil County Department of Land Services to assist with coordination.

Maryland Department of Transportation - Annual Tour Meeting: The Town of North East is invited annually to participate with the Maryland Department of Transportation annual Capital Program Tour Meeting. The meeting is conducted with all Towns in Cecil County for the purpose of reviewing the Draft Consolidated Transportation Program (CPT). The Director of Planning and Town Administrator attended the "Pre-Tour" Meeting in September 2018. The Town Administrator attended the Tour meeting in October 2018 at the Cecil County Administration Building. In anticipation of that meeting, the Mayor and Commissioners of North East sent the Town of North East transportation priority letter to the Secretary for the Maryland Department of Transportation. Items outlined as priorities included:

- Widen Route 7 (West Cecil Avenue), west of Route 272. Elevate and widen the State Highway Bridge over the North East Creek on Route 7. Install pedestrian sidewalk, bicycle lane and pedestrian lighting between North East Isles Drive and Catherine Street.

Interim Plan: Installation of a pedestrian activated signal on both sides of the North East Creek Bridge on Route 7 which pedestrians would press when they desire to walk across the bridge. The signal would stop eastbound and westbound vehicles on Route 7 while pedestrians travel over the bridge.

- Installation of a pedestrian sidewalk linkage along Route 40 between Sycamore drive (off of Route 40) and the intersection of Route 272 and Route 40, linking to the sidewalk project which currently underway Contract No. CE3395176). Note: Sycamore Drive is the road which leads into the Timberbrook Development, a 350+ Townhome Community.
- Installation on Route 7, East Cecil Avenue: Two traffic reduction devices with intermitting signaling lights, with timers for school opening and dismissal. To be positioned on Route 7, approximately 50 yards before the North East Middle School from both east and west directions.



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- Installation of sidewalk from the existing sidewalk on Route 7 (East Cecil Avenue) to Mechanics Valley Road.
- Installation of bicycle/walking/share the road pavement markings along Route 7 from Mechanics Valley Road to Ridgely Forest Drive.
- Review impacts of rail service to State Highway systems in North East.
- Marc Train Service in North East.
- Implement a new I-95 interchange in the area of Belvidere Road near Principio Business Park.

Improvements

Route 272 and Route 40 intersection: The State Highway Administration's contractor worked throughout most of 2018 on the Route 272 and Route 40 pedestrian crossing improvements. The expected completion date is unknown at this time.

Route 272 Bridge Over Amtrak: The State Highway Administration continued work on the Route 272 Bridge over Amtrak in 2018, with the expected completion in 2020.

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.

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 Department 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.



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Construction continued on the Route 272 State Highway Bridge over Amtrak:





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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.

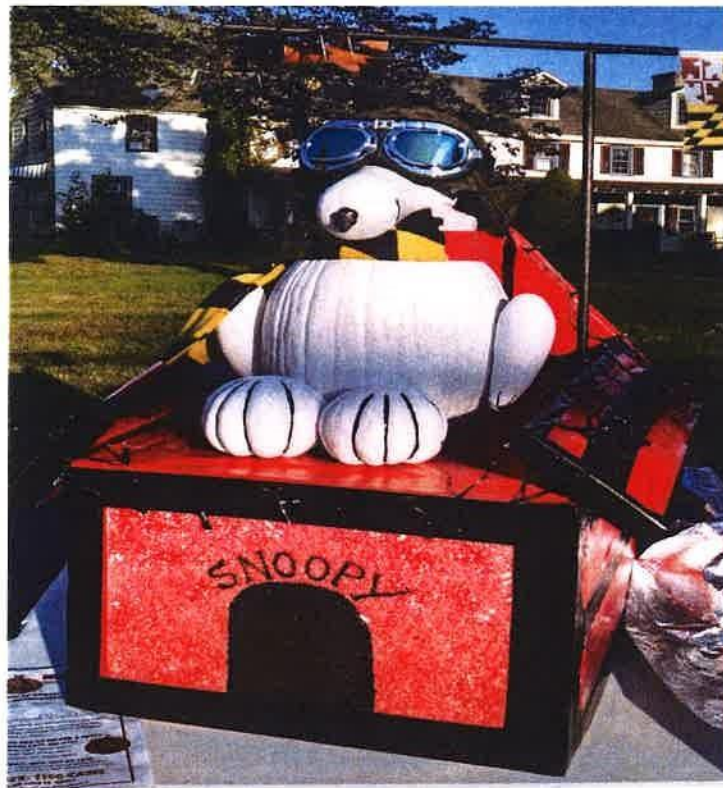
In 2018, events in the Town of North East included the 20th Annual St. Mary Anne's Garden Market, Cruise for a Cure Car Show, the 31st Annual Mid-Atlantic Chevelle Show & Swap Meet, the Salute to Cecil County Veteran's fireworks (fireworks were cancelled due to thunderstorms), 2018 Cecil County Food and Wine Festival, the Cecil County Public Library Crab Crawl, Mutts Masquerade, University of Delaware "Fish For A Wish", Outdoor Summer Movies, Quad State High School Fishing Championship, Trick or Treating on Main Street, Hunt for the Golden Ticket – N.E. Chocolates, Upper Bay Museum Annual Decoy Show, Main Street Mystic Quest, Annual Secret Garden Tour, Paws in the Park, Voices of Hope, Bay Church Community Outreach, Pumpkin Decorating Contest, The Annual Halloween Party at the North East Community Park (Spooktacular), Holiday Window Decorating Contest, the Annual Tree Lighting Ceremony, the Santa House festivities, Holiday House Decorating Contest and the Annual Cecil County Christmas Parade.



Annual Halloween Party at the North East Community Park



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PUMPKIN DECORATING CONTEST



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2018 CECIL COUNTY ANNUAL CHRISTMAS PARADE



SANDY TURNER, GRAND MARSHALL 2018





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