

NORTH EAST PLANNING COMMISSION
North East Town Hall Meeting Room
106 South Main Street, North East, Maryland 21901
Tuesday, August 6, 2019
7:00 P.M.

Chairman Mark Dobbins called the meeting to order at 7:03 P.M. Present included Commissioner Raymond Mitchell and member Judy Duffy. Also present Melissa Cook-Mackenzie, Town Administrator, Betsy Vennell, Director of Planning and Zoning and Lisa Rhoades, Planning and Zoning Assistant. Members Valerie Combs and Michael Nair and Town Engineer, Chris Mink were absent from the meeting.

-MINUTES-

July 2, 2019

The July 2, 2019 Planning Commission minutes were tabled until the next Planning Commission Meeting.

-OLD BUSINESS-

None.

-NEW BUSINESS-

Ridgely Forest Development: Preliminary Major Subdivision Plats for Sections 4 and 5 B

Ridgely Forest Development: Developer: WORF, LLC; Owner: 1PH PROPERTIES, LLC; 9616 Belair Road, Baltimore, Maryland. Tax Map 31; Parcels 1355, 235. Zoning District R-4 with Master Planned Community Overlay District.

Mr. Jeff Mathai, MRA, 3445A Box Hill Corporate Center Drive, Abington, Maryland, Mr. Tom O’Laughlin and Mr. Jim Wolf, WORF LLC, 2301 Rutledge Road, Fallston, Maryland, came before the Planning Commission to present:

- a. Section 2 Open Space, Traffic, Signage and Lighting Plan
- b. Section 3-A Final Plat for 31 detached Single Family Lots
- c. Section 3-A Open Space, Traffic, Signage and Lighting Plan
- d. Section 3-A Landscape Plan
- e. Section 4 Final Plat for 40 detached Single Family Lots
- f. Section 4 Open Space, Traffic, Signage and Lighting Plan
- g. Section 4 Landscape Plan

Section 2 Open Space, Traffic, Signage and Lighting Plan

Mr. Mathai is seeking approval of Ridgely Forest Section 2 Open Space, Traffic, Signage and Lighting Plan.

APPROVED

November 5, 2019

Chairman Dobbins inquired if Mr. Mathai had any comments regarding Mr. Mink's comment letter dated August 2, 2019. Mr. Mathai reported that most of the items on the comment letter were regarding drafting comments and there are no questions regarding these items.

Ms. Duffy made a motion to approve the Ridgely Forest Section 2, Open Space, Traffic, Signage and Lighting Plan subject to the following condition:

1. Letter from Chris Mink, CNA dated August 2, 2019

Commissioner Mitchell seconded the motion and the motion was approved by all.

Section 3-A

- **Final Plat for 31 detached Single Family Lots**
- **Open Space, Traffic, Signage and Lighting Plan**
- **Landscape Plan**

Mr. Mathai is seeking approval of Ridgely Forest Section 3-A: Final Plat for 31 detached single family lots, the Open Space, Traffic, Signage and Lighting Plan and the Landscape Plan. Mr. Mathai reported that he has no questions or comments regarding Mr. Mink's letter dated August 2, 2019.

Ms. Duffy inquired if the developers were willing to comply with Ms. Jodie Shivery, the Town Landscape Architect's suggestions regarding to the Landscaping. Mrs. Cook-Mackenzie added that Ms. Shivery's recommendation were chosen to ensure the plantings longevity. Mr. Wolf stated yes they will take Ms. Shivery's suggestions into consideration.

Mrs. Vennell, referring to Mr. Minks comment letter regarding the plat, stated that he referenced the subdivision agreement and an escrow is required prior to the Towns signature on the final plat. In addition, Mrs. Vennell reported that a Public Works Agreement and a Landscape Agreement are also required prior to signing the final plats.

Mr. O'laughlin stated that he believes they will have to move ahead with Sections 3A and Section 4 sooner than originally anticipated based on the rate of sales reported to them by Ryan Homes. Ryan Homes has requested that the developer have the roadway paved in Section 2 by September 1, 2019. Mr. O'laughlin reported that most of the sewer has been installed in Section 2 and next will be the installation of the water services. Mr. Wolf reported that Ryan Homes only has 10 paved lots left to sell in Section 1.

Ms. Duffy made a motion to approve the Ridgely Forest Section 3-A Final Plat for 31 detached single family lots subject to the following condition:

1. Letter from Chris Mink, CNA dated August 2, 2019

Commissioner Mitchell seconded the motion and the motion was approved by all.

Section 4

- **Final Plat for 40 detached Single Family Lots**
- **Open Space, Traffic, Signage and Lighting Plan**
- **Landscape Plan**

Mr. Mathai is seeking approval of Ridgely Forest Section 4: Final Plat for 40 detached single family lots, Open Space, Traffic, Signage and Lighting Plan and the Landscape Plan. Mr. Mathai stated that he had no questions regarding Mr. Mink's letter dated August 2, 2019.

Mr. O'laughlin, Mr. Wolf and Mr. Mathai reported the following updates:

1. They have received the Grading Permit from Cecil County today for Sections 3A and 4 and expect to have the grading completed on these two sections by the end of the year.
2. Mr. Mink has requested that the water main connection make a loop through Sections 2, 3A and 4 into the existing water main.
3. The Final Forest Conservation Plan has not yet been signed and will be resubmitted this week. Mr. Mathai will send the Forest Conservation Plan comments to Mrs. Vennell and Mr. Mink.
4. All of Ridgely Forest will be combined under one Homeowners Association. Mr. Wolf will send a copy of the recorded declaration and covenants.

Ms. Vennell inquired about the status of the Wetlands Permit. Mr. Mathai reported that the Wetlands Permit was issued in April 18, 2018 and expires April 17, 2023 and he will email a copy of the Wetlands Permit to Ms. Vennell.

Commissioner Mitchell made a motion to approve the Ridgely Forest Section 4 Final Plat for 40 detached single family lots subject to the following condition:

1. Letter from Chris Mink, CNA dated August 2, 2019

Ms. Duffy seconded the motion and the motion was approved by all.

Clubhouse, Pool and Basketball Court

Mr. O'laughlin reported that he and Mr. Wolf will be meeting with the designer of the pool and clubhouse tomorrow. This designer worked with Clark Turner previously on a design for a pool and clubhouse for Ridgely Forest. Mr. O'laughlin reported that they will be coming in to November 5, 2019 Planning Commission with a design.

Mr. Wolf reported that they have had some comments from residents regarding installing a multi-purpose soccer field instead of the multi-purpose basketball court and they would like to present some examples to the Planning Commission at the next meeting.

Mr. O'laughlin also reported that the fence has been installed along the Amtrak railroad tracks near Honeylocust Circle. In addition, the Bayberry entrance sign will be installed soon.

APPROVED

November 5, 2019

-MISCELLANEOUS-

Ridgely Forest Stormwater Complaints

Chairman Dobbins reported that the Town Planning Office received a complaint regarding stormwater runoff from the Ridgely Forest Development. The amount of silt traveling from the Ridgely Forest Development and impacting the streams, tributaries and the North East Creek is the concern. Town residents have not seen silt build up to this extent in the past. Mr. Wolf reported that the storm responsible for the runoff put down several inches of rain within an hour and the stormwater infiltrated the existing silt fence in several areas. Mrs. Cook-Mackenzie displayed the Cecil County GIS map to describe the flow of the stormwater, into the catch basins and how the water is dispensed into local streams in North East, specifically the stream flowing near Wallace Avenue and then onward into the North East Creek. Mr. Wolf stated that pursuant to Mrs. Vennell informing them of the complaints, an inspection was performed and several improvements were then put into place to address the stormwater:

1. Repairs were made to the existing silt fencing.
2. An additional layer of silt fencing was installed.
3. Earth dikes were installed, as well as a super silt fence, directing stormwater toward the stormwater management pond.
4. Large stone to shore up the earth dike has been delivered and will be installed this week. The stone is also expected to filter the water before entering the stormwater management pond.
5. Mr. O'Laughlin also reported installing a layer of silt fence along Bayberry Drive.

The discharge permit through the Maryland Department of the Environment (MDE) requires a weekly inspection of stormwater runoff devices.

Mr. Mathai reported that the standard stormwater management devices are designed for a 10 year storm which equates to 5 inches of rain over 24 hours. Chairman Dobbins inquired if MDE inspects the new stormwater management devices installed. Mr. Mathai replied yes, MDE reviews the plan, there is a pre-construction meeting, the sediment control devices are inspected before they are installed, they inspect the devices after they are installed and then they inspect the sediment control devices on a regular basis.

Courts of Mallory Construction Complaints

Mrs. Cook-Mackenzie reported that there are several residents present from the Courts of Mallory development, Ms. Peg Hardin, 20 Mallory Way, Ms. Roberta La Porte, 18 Mallory Way and Dewey Rounsaville, 16 Mallory Way who would like to inquire about construction occurring around their homes which border the Ridgely Forest Development. Mr. Wolf stated that he had a copy of an easement agreement granting them permission to do work in that location. Ms. Hardin stated that she had granted an easement to the prior owner but could not locate the easement to

the Courts of Mallory Homeowners Association. Ms. Hardin requested a copy of that easement agreement and Mr. Wolf replied that he would supply a copy to Ms. Hardin.

Mr. Wolf reported some trees had been cleared to install a sewer line connection from Ridgely Forest to the sewer line in Courts of Mallory. Mr. O’laughlin stated that they had informed a resident of the work being done and that there will be contractors and surveyors around these properties for the next several weeks. Ms. Hardin reported that the resident informed was not a homeowner and had not shared this information with the homeowners. Ms. Hardin and Ms. LaPorte reported that the construction workers on and around their properties have been rude and disrespectful to them. Mr. Wolf and Mr. O’laughlin apologized as they were unaware of this situation and stated that it would be addressed with the owner of the company hired to do the work.

Ms. Hardin inquired if silt fencing would be installed along the Courts of Mallory property lines bordering the Ridgely Forest Development during the building process in that area. Mr. O’laughlin stated they are required to install the silt fencing which will be inspected by MDE.

Mrs. Vennell stated that the property owners may call the Planning Office if there are any more complaints and the Planning Office would address them with Mr. Wolf and Mr. O’laughlin.

-REPORTS-

North East Gateway

Mrs. Cook-Mackenzie reported that there is progress with scheduling the installation and coordination of the traffic light on Route 272 at Rogers Road.

North East Library

Mrs. Cook-Mackenzie reported that the Library has applied for their grading permit and there should be some noticeable activity on this property within the next week.

Route 272 Bridge over Amtrak

Mrs. Cook-Mackenzie reported that the lanes have been shifted on the bridge. The bridge workers will be underneath the bridge working and may not be visible. In addition, they will be working Sunday and Monday nights because they will need to do some work around the tracks.

Secretary of Commerce Visit to Cecil County

Mrs. Cook-Mackenzie reported that she attended a discussion of partnerships along with Governor Hogan’s Secretary of Commerce and representatives from other towns to discuss the partnerships, growth and development within Cecil County. Some of the items discussed were:

- The I-95 Interchange project between North East and Perryville is moving ahead and construction will start in 2021, with an anticipated completion date of 2023.

- Great Wolf Lodge will break ground in 2020. They have submitted their Land Use Plan to the Town of Perryville for review.
- Lidel has employees in training and will start transitioning those employees into Cecil County in 2020.

Route 40 and Route 272 Stormwater Management Project

Chairman Dobbins inquired about the status of the Route 40 and Route 272 Stormwater Management Project. Mrs. Cook-Mackenzie stated she will get a report next week regarding the status of this project.

Local Government Chesapeake Bay Watershed Council

Chairman Dobbins was invited to participate in the Local Government Chesapeake Bay Watershed Council and has submitted his application.

Heron Cove

Mrs. Cook-Mackenzie reported the Town has received a letter from the property owner of Heron Cove stating that they desire to donate the property to the Town of North East before the end of the year. The Town will except the offer of the property on the premise the Town is the sole owner. The Planning Commission concurred and is pleased to hear of the proposed donation.

North East Shopping Center - SYE LLC

Mrs. Cook-Mackenzie stated the town EDC met with owners of the proposed North East Shopping Center to discuss potential uses of the property which is located between Route 272 and Rogers Road. The property owners are still working on a project in the Town of Elkton and are planning to work on this project upon completion of that project.

-COMMENTS FROM THE PUBLIC-

None.

-NEXT MEETING-

The next Planning Commission meeting is scheduled for September 3, 2019.

-ADJOURNMENT-

With no further business, Ms. Duffy made a motion to adjourn at 8:14 P.M. Commissioner Mitchell seconded the motion and the motion was approved by all.

Respectfully submitted:

Attest:

Lisa Rhoades
Planning and Zoning Assistant

Mark Dobbins
Chairman

APPROVED
November 5, 2019