

**NORTH EAST PLANNING COMMISSION**  
Virtual Meeting conducted via ZOOM  
106 South Main Street, North East, Maryland 21901  
Tuesday, August 3, 2021  
7:00 P.M.

Chairman Mark Dobbins called the meeting to order at 7:00 p.m., via a virtual meeting with ZOOM due to the COVID-19 restrictions. Present included Commissioner Raymond Mitchell and members Michael Nair and Judy Duffy. Also present were Melissa Cook-Mackenzie, Town Administrator and Zoning Administrator and Lisa Rhoades, Planning and Zoning Assistant. Betsy Vennell, Director of Planning was absent from the meeting.

**-MINUTES-**

May 4, 2021

Commissioner Mitchell made a motion to approve the May 4, 2021 Planning Commission minutes, as presented. Mr. Nair seconded the motion, however, Mr. Nair abstained from the vote. The motion carried.

**-OLD BUSINESS-**

None.

**-NEW BUSINESS-**

Final Subdivision Plat Section 3B Phase 2: 40 Duplex lots

Ridgely Forest Master Planned Community: Request from Owner/Developer WOLF, LLC, 2301 Rutledge Road, Fallston, Maryland 21047. Found on Tax Map 31 Parcel 235.

Mr. Jim Wolf, developer, WOLF LLC, and his engineer, Mr. Jeff Matthai, P.E. Morris and Ritchie Associates, 3445A Box Hill Corporate Center Drive, Abington, Maryland, were present via the virtual Zoom.

Mr. Matthai opened by reporting that the developers are requesting Final Subdivision Plat approval for Section 3B Phase 2 for 40 Duplex lots.

Mr. Matthai also reported that all of the comments stated on the comment letter from ENEngineering dated July 23, 2021 have been addressed.

Mr. Matthai added that water allocation has been obtained, sediment and erosion plans, road and storm drain plans, lighting, open space, street sign and landscape plans have all received approval. Mr. Chris Mink, ENEngineering, concurred that all of the comments on their comment letters have been addressed. Mr. Mink added that Section 3B was actually divided into 3 parts. The first part was a small area around the clubhouse and pool. The other two parts were referenced as Phase 1 and Phase 2. Phase 1 is currently under construction.

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Commissioner Mitchell made a motion to grant conditional approval of the Ridgely Forest Final Subdivision Plat for Section 3B Phase 2 subject to the following conditions:

1. Chris Mink, ENEngineering comment letter dated July 23, 2021.

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

**-MISCELLANEOUS-**

Route 40 and Route 272

Mr. Nair inquired what the work schedule was for the construction at Route 40 and Route 272. Mrs. Cook-Mackenzie replied that most of the work is to be done in the evening or overnight.

I-95 Exit Ramp

Ms. Duffy inquired about the construction of the new I-95 ramp. Mrs. Cook-Mackenzie stated she has not received any new updates on this project.

Planning Commission Meetings

Mrs. Cook-Mackenzie inquired how the Planning Commission would like to meet going forward, virtual, in-person or both. Mrs. Cook-Mackenzie reported that the Town has installed clear plastic dividers at each chair. Chairman Dobbins commented that he is comfortable having Planning Commission members zoom or attend meetings in person, or a combination of both. Chairman Dobbins also stated that in today's world it only makes sense to move forward with a highbred type of meeting. Mrs. Cook-Mackenzie and the Planning Commission concurred.

Wetland Trails of North East

Mrs. Cook-Mackenzie stated that there have been a couple of meetings in regards to this project and the Mayor has reached out to several State organizations for support as we move forward.

Town of North East Comprehensive Plan

Mrs. Cook-Mackenzie commented that the Town will soon be reviewing the Comprehensive Plan, so that the Planning Commission has time to prepare for upcoming discussions on the topic.

**-REPORTS-**

Ridgely Forest Clubhouse and Pool

Mr. Wolf reported that the Clubhouse and Pool received occupancy. Unfortunately, however they are unable to open the pool to the public at this time due to staffing shortages at the American Pool Management Company hired to operate the pool. WOLF, LLC hired American Pool management in April 2021 however, the new employees hired to operate the pool were coming from Jamaica and Jamaica's borders are closed due to COVID19. Mr. Wolf stated that

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he had contacted Cecil County Department of Permits and Inspections to get recommendations for pool management companies. However, Mr. Wolf was informed that they are having difficulty finding a company to operate the county YMCA pool and the County is considering closing their pools as well due to staffing issues.

Chairman Dobbins inquired if the State of Maryland required a public pool to have a lifeguard or just the insurance company. Mr. Wolf stated he did not know if a lifeguard was a state requirement or not. Mr. Wolf added that the HOA cannot get liability insurance without a lifeguard/pool operator and due to the liability, he would not consider opening the pool without a lifeguard. In addition, the lifeguard must be certified and carry workman's comprehensive insurance according to the insurance company.

Mr. Wolf reported that the Clubhouse, the playground and the pavilion are now available for residents to use and the HOA will be holding their first meeting at the clubhouse next week.

Chairman Dobbins commented that although the pool cannot be opened until such time as they can secure a pool operator, it is nice to see the clubhouse is open and the HOA is holding their first meeting in the new building. The Planning Commission members concurred.

**-COMMENTS FROM THE PUBLIC-**

None.

**-NEXT MEETING-**

The next Planning Commission meeting is scheduled for September 7, 2021 at 7:00 P.M.

**-ADJOURNMENT-**

With no further business, Commissioner Mitchell made a motion to adjourn at 7:31 P.M. Mr. Nair seconded the motion and the motion was approved by all.

Respectfully submitted:

Attest:

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Lisa Rhoades  
Planning and Zoning Assistant

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Mark Dobbins  
Chairman