

## MINUTES

The Kent County Planning Commission met in regular session on Thursday, November 1, 2018, in the County Commissioners' Hearing Room at 400 High Street, Chestertown, Maryland, with the following members in attendance: William Sutton, Vice Chairman; Ed Birkmire; James Saunders; Kim Kohl; and Joe Hickman. Staff in attendance were: Amy Moredock, Director of Planning, Housing, and Zoning; Carla Gerber, GIS Specialist; Stephanie Jones, Environmental Planner; G. Mitchell Mowell, Planning Commission Attorney; and Tonya Thomas, Secretary.

Mr. Sutton called the meeting to order at 1:30 pm.

## MINUTES

The minutes of October 4, 2018, meeting, were approved as presented with the correction noted.

## AGRICULTURAL PRESERVATION DISTRICT APPLICATIONS FOR REVIEW

**ALP 18-02 Thomas W. and Suzanne N. Speakman seek to establish an Agricultural Preservation District on their 93.77-acre farm located at 12474 Still Pond Road, in the Second Election District.** The farm is comprised of 53.77 acres of crop land and 29 acres of woodland containing approximately 83 % qualifying soils and is in the Agricultural Zoning District (AZD). There is one dwelling on the property.

Present and duly sworn in were; Thomas W. Speakman, applicant; and Ms. Carla Gerber, GIS Specialist.

Ms. Gerber cited the applicable law found in the *Code of Public Laws of Kent County in Chapter 171: Agricultural Preservation Districts*, which establishes a program of Agricultural Land Preservation; sets forth the process and criteria for the establishment of districts; provides that the sale of an easement shall be on the entire farm; provides that the Agricultural Preservation Advisory Board and the Planning Commission shall advise the County Commissioners as to whether or not the establishment of the district meets the criteria of the Agricultural Article, Title 2, Subtitle 5, of the Annotated Code of Maryland and Maryland Regulations 15.15.01; and is compatible with existing County Plans and overall County policy.

Ms. Gerber provided background information as outlined in the staff report. She further noted that this farm is located within the Priority Preservation Area (PPA). The farm is located outside the 10-year water and sewer planning service area. Ms. Gerber advised the Agricultural Preservation Advisory Board reviewed this application at its meeting on October 29<sup>th</sup> and unanimously recommended approval.

Mr. Speakman stated he bought the farm in 1989. The property has great topography, wildlife, decent soils, and two ponds.

Following discussion by the members of the Planning Commission, Mr. Hickman made a motion to forward a favorable recommendation to the County Commissioners based on the following findings:

- Meets the minimum size requirement of 50 acres.
- At least 50% of the land consists of Soil Capability Classes I, II, III, or Woodland Groups 1 or 2.
- The land lies outside of the 10-year water and sewer service area.

- The property consists of land which is either used primarily for production of food or fiber or is of such open space character and productive capability that continued agricultural production is feasible.
- The Agricultural Preservation Advisory Board reviewed this application at its meeting on October 29th and unanimously submitted a favorable recommendation.
- The property meets or exceeds the criteria for creating an Agricultural Land Preservation District, complies with the goal of the Comprehensive Plan to preserve large blocks of contiguous prime agricultural land, and is located within the County's PPA. The nutrient Management Plan as well as the Soil Conservation Plan are current.

Ms. Kohl seconded the motion, and the motion passed unanimously.

**ALP 18-03 Janet Bernardy, Trustee, seeks to establish an Agricultural Preservation District on her 203.78-acre farm located at 31550 Lambson Forest Road, in the First Election District.** The farm is comprised of 140.5 acres of crop land and 57.8 acres of woodland containing approximately 77% qualifying soils and is in the Agricultural Zoning District (AZD). There are two dwellings on the property, 1 chicken house, and several other outbuildings.

Present and duly sworn in were; Janet Bernardy, applicant; and Ms. Gerber, GIS Specialist.

Ms. Gerber cited the applicable law found in the *Code of Public Laws of Kent County in Chapter 171: Agricultural Preservation Districts*, which establishes a program of Agricultural Land Preservation.

Ms. Gerber provided background information as outlined in the staff report. She further noted that this farm is located within the Priority Preservation Area (PPA). The farm is located outside the 10-year water and sewer planning service area. Ms. Gerber advised the Agricultural Preservation Advisory Board reviewed this application at their meeting on October 29<sup>th</sup> and unanimously recommended approval.

Ms. Bernardy stated she is the 4<sup>th</sup> generation on the farm and it is the intent to pass the farm to the next generation. The family loves the property and wishes to keep it in farmland. The existing chicken house is active.

Following discussion by the members of the Planning Commission, Mr. Hickman made a motion to forward a favorable recommendation to the County Commissioners based on the following findings:

- Meets the minimum size requirement of 50 acres.
- At least 50% of the land consists of Soil Capability Classes I, II, III, or Woodland Groups 1 or 2.
- The land lies outside of the 10-year water and sewer service area.
- The property consists of land which is either used primarily for production of food or fiber or is of such open space character and productive capability that continued agricultural production is feasible.
- The Agricultural Preservation Advisory Board reviewed this application at its meeting on October 29th, and unanimously submitted a favorable recommendation.
- The property meets or exceeds the criteria or creating an Agricultural Land Preservation District, complies with the goal of the Comprehensive Plan to preserve large blocks of contiguous prime agricultural land, and is located within the County's PPA. The nutrient Management Plan as well as the Soil Conservation Plan are current.

Ms. Kohl seconded the motion, and the motion passed unanimously.

**ALP 18-04 Robert and Carole Chance, Trustees, seek to establish an Agricultural Preservation District on their 219.86-acre farm located at 11550 Dudley Chance Road, in the First Election District.** The farm is comprised of 164.16 acres of crop land and 52 acres of woodland containing approximately 79% qualifying soils and is in the Agricultural Zoning District (AZD). There is one dwelling on the property and several outbuildings.

Present and duly sworn in were; Robert W. Chance, applicant; and Ms. Gerber, GIS Specialist.

Ms. Gerber cited the applicable law found in the *Code of Public Laws of Kent County in Chapter 171: Agricultural Preservation Districts*, which establishes a program of Agricultural Land Preservation.

Ms. Gerber provided background information as outlined in the staff report. She further noted that this farm is located within the Priority Preservation Area (PPA). The farm is located outside the 10-year water and sewer planning service area. Ms. Gerber advised the Agricultural Preservation Advisory Board reviewed this application at its meeting on October 29<sup>th</sup> and unanimously recommended approval.

Mr. Chance stated he inherited the farm, loves the farm and wishes to keep it as farmland.

Following discussion by the members of the Planning Commission, Mr. Hickman made a motion to forward a favorable recommendation to the County Commissioners based on the following findings:

- Meets the minimum size requirement of 50 acres.
- At least 50% of the land consists of Soil Capability Classes I, II, III, or Woodland Groups 1 or 2.
- The land lies outside of the 10-year water and sewer service area.
- The property consists of land which is either used primarily for production of food or fiber or is of such open space character and productive capability that continued agricultural production is feasible.
- The Agricultural Preservation Advisory Board reviewed this application at its meeting on October 29<sup>th</sup> and unanimously submitted a favorable recommendation.
- The property meets or exceeds the criteria or creating an Agricultural Land Preservation District, complies with the goal of the Comprehensive Plan to preserve large blocks of contiguous prime agricultural land, and is located within the County's PPA. The nutrient Management Plan as well as the Soil Conservation Plan are current.

Ms. Kohl seconded the motion, and the motion passed unanimously.

**ALP 18-05 Legacy Farms of Iowa LLC, represented by David Leager, seek to establish an Agricultural Preservation District on its 299.9-acre farm located at 12738 Galena Road, in the First Election District.** The farm is comprised of 140 acres of crop land and 130 acres of woodland containing approximately 61% qualifying soils and is in the Agricultural Zoning District (AZD). There are no dwellings or outbuildings on the property.

Present and duly sworn in was Ms. Gerber, GIS Specialist.

Ms. Gerber cited the applicable law found in the *Code of Public Laws of Kent County in Chapter 171: Agricultural Preservation Districts*, which establishes a program of Agricultural Land Preservation.

Ms. Gerber provided background information as outlined in the staff report. She further noted that this farm is located within the Priority Preservation Area (PPA). The farm is located outside the 10-year water and sewer planning service area. Ms. Gerber advised the Agricultural Preservation Advisory Board reviewed this application at its meeting on October 29<sup>th</sup> and unanimously recommended approval.

Following discussion by the members of the Planning Commission, Mr. Hickman made a motion to forward a favorable recommendation to the County Commissioners based on the following findings:

- Meets the minimum size requirement of 50 acres.
- At least 50% of the land consists of Soil Capability Classes I, II, III, or Woodland Groups 1 or 2.
- The land lies outside of the 10-year water and sewer service area.
- The property consists of land which is either used primarily for production of food or fiber or is of such open space character and productive capability that continued agricultural production is feasible.
- The Agricultural Preservation Advisory Board reviewed this application at their meeting on October 29<sup>th</sup> and unanimously submitted a favorable recommendation.
- The property meets or exceeds the criteria or creating an Agricultural Land Preservation District, complies with the goal of the Comprehensive Plan to preserve large blocks of contiguous prime agricultural land, and is located within the County's PPA. The nutrient Management Plan as well as the Soil Conservation Plan are current.

Ms. Kohl seconded the motion, and the motion passed unanimously.

**ALP 18-06 William David Leager seeks to establish an Agricultural Preservation District on his 89.451-acre farm located on Galena Road, in the First Election District.** The farm is comprised of 67.5 acres of crop land and 16.5 acres of woodland containing approximately 79% qualifying soils and is in the Agricultural Zoning District (AZD). There are no dwellings on the property.

Present and duly sworn in was Ms. Gerber, GIS Specialist.

Ms. Gerber cited the applicable law found in the *Code of Public Laws of Kent County in Chapter 171: Agricultural Preservation Districts*, which establishes a program of Agricultural Land Preservation.

Ms. Gerber provided background information as outlined in the staff report. She further noted that this farm is located within the Priority Preservation Area (PPA). The farm is located outside the 10-year water and sewer planning service area. Ms. Gerber advised the Agricultural Preservation Advisory Board reviewed this application at its meeting on October 29<sup>th</sup> and unanimously recommended approval.

Following discussion by the members of the Planning Commission, Mr. Hickman made a motion to forward a favorable recommendation to the County Commissioners based on the following findings:

- Meets the minimum size requirement of 50 acres.
- At least 50% of the land consists of Soil Capability Classes I, II, III, or Woodland Groups 1 or 2.
- The land lies outside of the 10-year water and sewer service area.
- The property consists of land which is either used primarily for production of food or fiber or is of such open space character and productive capability that continued agricultural production is feasible.

- The Agricultural Preservation Advisory Board reviewed this application at their meeting on October 29th and unanimously submitted a favorable recommendation.
- The property meets or exceeds the criteria or creating an Agricultural Land Preservation District, complies with the goal of the Comprehensive Plan to preserve large blocks of contiguous prime agricultural land, and is located within the County's PPA. The nutrient Management Plan as well as the Soil Conservation Plan are being updated.

Ms. Kohl seconded the motion, and the motion passed unanimously.

**ALP 18-07 William David Leager seeks to establish an Agricultural Preservation District on his 50.822-acre farm located on Lambson Forest Road, in the First Election District.** The farm is comprised of 43 acres of crop land and 7.8 acres of woodland containing approximately 85% qualifying soils and is in the Agricultural Zoning District (AZD). There are no dwellings on the property.

Present and duly sworn in was Ms. Gerber, GIS Specialist.

Ms. Gerber cited the applicable law found in the *Code of Public Laws of Kent County in Chapter 171: Agricultural Preservation Districts*, which establishes a program of Agricultural Land Preservation.

Ms. Gerber provided background information as outlined in the staff report. She further noted that this farm is located within the Priority Preservation Area (PPA). The farm is located outside the 10-year water and sewer planning service area. Ms. Gerber advised the Agricultural Preservation Advisory Board reviewed this application at its meeting on October 29<sup>th</sup> and unanimously recommended approval.

Following discussion by the members of the Planning Commission, Mr. Hickman made a motion to forward a favorable recommendation to the County Commissioners based on the following findings:

- Meets the minimum size requirement of 50 acres.
- At least 50% of the land consists of Soil Capability Classes I, II, III, or Woodland Groups 1 or 2.
- The land lies outside of the 10-year water and sewer service area.
- The property consists of land which is either used primarily for production of food or fiber or is of such open space character and productive capability that continued agricultural production is feasible.
- The Agricultural Preservation Advisory Board reviewed this application at their meeting on October 29th and unanimously submitted a favorable recommendation.
- The property meets or exceeds the criteria or creating an Agricultural Land Preservation District, complies with the goal of the Comprehensive Plan to preserve large blocks of contiguous prime agricultural land, and is located within the County's PPA. The nutrient Management Plan as well as the Soil Conservation Plan are being updated.

Ms. Kohl seconded the motion, and the motion passed unanimously.

#### **APPLICATIONS FOR REVIEW:**

**# 18-56 Michael J. Corsey and Karen A. Leonard request an after-the-fact variance from the Critical Area Buffer requirements to reconstruct a 528-square foot addition, a 102-square foot covered porch, and 129-square foot of concrete to and around the existing nonconforming dwelling.** The existing dwelling is predominately constructed within the 100-foot buffer and located 33.5 feet from mean high tide (measured to the 32 square foot concrete pad indicated on the site plan). The 2.851-acre property is

located on Glanville Lane, along the Chesapeake Bay in the 5<sup>th</sup> Election District. The parcel is zoned “RCD” Resource Conservation District, and the neighborhood consists of waterfront single-family dwellings on comparable size lots and larger tracts devoted to woodland and agricultural production.

Present and duly sworn in were; Michael Corsey, applicant; and Ms. Jones, Environmental Planner.

Ms. Jones gave an overview, including a description and history of the application and cited all applicable laws of the *Kent County Land Use Ordinance* as follows: Article V, Section 2.5 requires the minimum yard setbacks; Article XI.35 defines the buffer; Article V, Section 2.7.B.3 addresses development in the buffer; and Article IX, Section 2.2 authorizes the Board of Appeals to grant variances from the buffer requirements.

Mr. Corsey stated he was unaware he had to amend or apply for another permit or variance to fix the foundation. Mr. Corsey stated he did not know the extent of termite infestation throughout the porch or of the concrete crumbing. It was not Mr. Corsey’s intent to demolish the porch; he just wanted to make it more stable. Having met with staff and realized that a violation had occurred, Mr. Corsey agreed to implement the 4:1 violation buffer mitigation plan and the 3:1 variance buffer mitigation plan. Mr. Corsey stated the new construction including the addition, covered porch, and concrete areas will be less lot coverage that what was existing prior to demoiton.

Ms. Kohl expressed concern over the precedent that could be set in this case, as the practical difficulty has not been articulated. While the members agreed, they opined that if Mr. Corsey had provided expert testimony regarding the instability of the portions of the structure which were removed, then they would be more comfortable.

After much discussion and consideration of the testimony and all applicable laws, Mr. Hickman made a motion to send an unfavorable recommendation to the Board of Appeals for an after -the- fact variance based on the following findings of fact:

- Granting a variance will neither cause a substantial detriment to neighboring properties nor will it change the character of the neighborhood and district.
- The Comprehensive Plan encourages the protection of the buffer and environmentally-sensitive redevelopment.
- Multiple building permits have been issued for this property including interior house renovations, a detached garage, and a remodel of the interior of the dwelling which did not include replacing the foundations of the nonconforming structure.
- The dwelling was constructed within the 100 feet of the water in 1927, prior to the adoption of the Critical Area Program.
- According to the applicant, once remodeling began, it was evident that major damage to the structural support of the front porch foundation (location of addition) and footing supporting the porch at the rear of the dwelling (location of covered porch) were in need of replacement.
- The property is not located within the Forest Interior Dwelling Bird Habitat (FIDs) or wintering waterfowl area. There are no State or Federal records for listed plants or animal species within the parcel.
- No practical difficulty exists onsite as the size, shape, and topography of the lot are common to the area and alternative locations exists outside the buffer for an addition, covered porch, and concrete pads and walkways.
- The dwelling is a legally nonconforming structure located in the buffer. Although this location would not be ideal for a new dwelling, staff testified that the reconstruction is to occur in the same footprint as what was existing, and the lot coverage will be reduced within the 100-foot buffer.

- A reconstructed addition, covered porch, and walkways are reasonable uses of a residential waterfront parcel.
- The literal interpretation of the Ordinance would deprive the applicants of rights commonly enjoyed by other properties in similar areas within the Critical Area of Kent County.
- The variance would confer a special privilege on the applicant for being able to replace nonconforming structures in its entirety without a variance being first granted.
- Although the house is predominately within the buffer, strict application of this Ordinance does not create an unwarranted hardship due to ability for the property owner to construct outside of the 100-foot buffer.
- Reconstruction outside of the 100-foot buffer may not be logical for the layout of the dwelling since the nonconforming dwelling is predominately in the buffer.
- A determination of unwarranted hardship could not be made without the testimony of the status of foundation expert to verify the extent of damage.
- Should the Board of Appeals approve the after-the-fact variance the Planning Commission recommends the Board of Appeals require a formal sediment control plan and formal stormwater plan be submitted. In accordance with the Critical Area requirements, staff further recommends that a buffer mitigation plan at a rate of 7:1 be implemented onsite to comply with the critical area violation (4:1) and variance planting requirements (3:1).
- The Planning Commission also recommends that the applicant provide expert testimony of the deteriorating foundation in the buffer.

Ms. Kohl seconded the motion, and the motion passed unanimously.

**# 18-58 Morgan Creek Land Holdings, LLC is requesting combined conceptual, preliminary, and final site plan review to use the site as a contractor's yard and manufacturing concrete and ceramics.** The site is characterized by 5.52 acres of developed area (impervious cover) which are remnants of the former Campbell's Soup operation, as well as two equipment storage buildings. The applicant proposes to operate a contractor's yard and manufacturing concrete and ceramics within the existing disturbed area as indicated on the combined site and landscape plan. Specifically, areas will be designated for equipment storage, concrete crushing, equipment and finished product storage, and filter media processing. The 190.6-acre property is zoned Industrial (I), Industrial Critical Area (ICA), and Resource Conservation District (RCD). The area to be used as a contractor's yard is located mostly entirely within I with a small area located in ICA. The property is surrounded by land zoned Agricultural (AZD), along the eastern boundary, as well as to the south on the other side of Morgnec Road.

Present and duly sworn in were; Kevin Shearon, DMS & Associates, representing the applicant, James Gillespie, Applicant; and Amy G. Moredock, Director.

Ms. Moredock gave an overview of the application and cited all applicable laws of the *Kent County Land Use Ordinance* as follows: Article V, Sections 15.2.4 and 10 and 16.2.4 and 10 establishes site plan review requirement for all permitted industrial uses in the I and ICA Districts; Article V, Sections 15.5 and 16.5 establishes the density, height, width, bulk, and fence requirements; Article V, Sections 15.7 and 16.7 establish the I and ICA general standards; Article V, Sections 15.8 and 16.8 establish the I and ICA environmental standards which include the forest conservation, sediment control, and stormwater management standards; Article V, Sections 15.9 establish the I and ICA design standards which address site access, landscaping, screening, and lighting; Article VI, Section 1.3 and 1.4 establishes parking standards; and Article VI, Section 5 establishes the procedures and standards for site plan review.

Mr. Shearon stated the applicant purchased the property in 2012. The applicant does not have plans to change the existing entrance will remain the same. The *Land Use Ordinance* requires a site plan review to use the site as a contractor's yard and for manufacturing concrete and ceramics in the Industrial and Industrial Critical Area zoning districts. The closest residentially-zoned district is approximately a half-mile away from this location. There will be additional screening that includes evergreens along MD Route 291 to improve offsite view of the property.

Mr. Giordano, an adjacent property owner, contacted Mr. Shearon about his concerns with the traffic on Route 291 coming around the corner. Mr. Shearon contacted the State Highway Administration to see if there was something that could be done to alert drivers as they approach the entrance. The State Highway Administration stated they do not erect hidden entrance signs but will take a look at the distance of the entrance. They may be able to offer to trim trees in that location.

After much discussion and consideration of the testimony and all applicable laws, Mr. Hickman made a motion to grant approval of the preliminary, concept, and final site plan based on the following findings of fact:

- The proposal is consistent with strategies and goals of the Comprehensive Plan.
- The application meets the density, height, width, bulk, and fence requirements.
- The proposed use meets the setback standards.
- The applicant has adequately addressed the performance standards in the narrative submitted with the application, as well as the certified engineer's report. The applicant has adequately addressed the explanation of materials and chemicals/solids to be discharges in the narrative and performance standards document.
- The proposed hours will be between 7am and 5pm.
- The site is outside the public water and sewerage service area, so it is not served by public utilities.
- While there are two approved septic reserve areas, there will be no bathroom facilities onsite as there will be no fulltime employees based onsite.
- Parking and loading have not been identified, as the site is proposed to be utilized as a contractor's yard for crushing and storage of concrete with no fulltime employees based onsite.
- The applicable county regulations have been addressed.
- The existing entrance will be utilized for this purposed use. Vehicular flow has not been identified, as the site is proposed to be utilized as a contractor's storage yard for the crushing and storage of concrete with no fulltime employees based onsite.
- The areas of outdoor storage and use are indicated on the site and landscape plan. Screening of these areas is proposed along the front of the property and outside of the Morgnec Road/MD Route 291 right of way. An area of screening is also proposed along the first 240 feet of the east side property line (outside of the MD Route 291 right of way).
- Sediment and erosion control have been addressed in accordance with Kent Soil and Water Conservation District guidance. Filter logs have been sited as a means to contain any sediment-laden water leaving the site.
- Access will be through the existing entrance from Morgnec Road. The landscape plan proposes a combination of over 80 evergreen and canopy trees. This planting will provide screening along the front and east side of the property and outside of the Morgnec Road/MD Route 291 right-of-way. Neither lighting nor signage is proposed.
- No vegetation will be removed.
- In order to receive final site plan approval, the applicant must submit sureties for the landscape plan.

Mr. Birkmire seconded the motion, and the motion passed unanimously.



## Staff Reports

Amy Moredock:

- The zoning violation case regarding a Still Pond property containing unlicensed tractor trailers and a car, as well as illegal construction and storage of junk was placed under a Consent Order by the judge on 7 September. The property owner was given 30 days from that Order to come into compliance onsite. That order expired on Monday, 8 October. The property owner has basically come into compliance; however, the health department will not approve the required building permits until a new septic system is installed onsite.
- She met with a representative of PEPCO in October who is coordinating with MDOT regarding upgrades to the power lines running from Massey to Lynch (substation to substation). This project will be a smaller-scale project from the major overhaul that occurred in 2014 when the line was upgraded from Queen Anne's through Millington/Massey and into Delaware. Delmarva Power will be looking to establish a "lay down" yard during construction. During the 2014 project, the Stoltzfus (former Dutch Family Deli) site on Route 301 was used for this purpose.
- Interviews with community planner candidates were conducted on 25 October by Planning Commission Chair Liz Morris, Stephanie Jones, Marty Hale, and Ms. Moredock. The interview committee agreed to put forward the best-qualified candidate for Commissioner consideration.
- Regarding an inflammatory letter in today's *KCN* from Larion Stoltzfus, owner/operator of Delmarva Feed and Seed, Ms. Moredock explained the background noting that staff has been attempting to assist Mr. Stoltzfus for quite some time with his expansion plans. Most recently, she met with him and his surveyor on 16 October. He had been struggling with an application for expansion of his business on Old Morgnac Road (near Browntown Road) for quite a while. The business is located in the Agricultural Zoning District and began without approvals. He has continued to expand it without approvals (building beyond the 2014 Board of Appeals and Planning Commission special exception/site plan approvals and constructing structures without obtaining permits). Mr. Stoltzfus has now placed himself in a position in which he is set to exceed the 25,000sf limit placed on an operation of this size. His consultants and Ms. Moredock are trying to assist him; however, they are all struggling to find a way document compliance, so that he may proceed with his proposed expansion.

The intention of this use is to set an operational limit in the AZD under the special exception standards and to ensure that larger-scale grain operations are located in the Industrial and Employment Center Districts where the size limit is 75,000sf (or no size limit in the Route 301 Corridor). The new Southern States located in Massey was approved in accordance with the Ordinance intention for this type of use (as they also have access to a rail spur on their site). At this point, unless Mr. Stoltzfus decides to work within the existing Ordinance provisions, he would need to apply for a zoning text amendment to alter the provision.

- Ms. Moredock participated in Maryland Association of Stormwater and Floodplain Managers conference planning meeting. The committee is organizing the 14<sup>th</sup> Annual Conference to be held at the Maritime Institute on 8 November.
- Ms. Moredock sat on a panel at the "Let the Sunshine In: Solar Siting in Maryland" MACo Conference which was held in Laurel on 11 October.
- She has also been asked to present at the Chesapeake Bay Foundation's Volunteers as Chesapeake Stewards (VoiCeS) class on 6 November. This six-week course is CBF's most comprehensive adult education program available to its members and the public. She has been asked to address the implementation local watershed implementation plans.

- Ms. Moredock will participate in the Maryland Climate Leadership Academy. This 3-part series prepares participants for the Certified Climate Change Professional credential and will begin at Chesapeake College on 19-20 November.

Stephanie Jones:


- Ms. Jones attended the Eastern Shore Climate Adaptation Partnership (ESCAP) Retreat on October 9<sup>th</sup>. The Partnership is working on future organization of the group. Topics at the meeting including 5-year goals, challenges, success stories, and reviewing possible ideas for the path forward. All attendees provided comments, and this will be discussed at the next meeting November 13<sup>th</sup>.
- Ms. Jones submitted the Critical Area First Quarter Report for Fiscal Year 2019 on Friday, October 12<sup>th</sup>. This past quarter included the review of 31 building permits with 32 buffer Management/Enhancement Plans and 53 Critical Area Forest Clearing Plans.
- At the October 16, 2018 Commissioner Meeting Ms. Moredock reviewed the highlights of the 2017 Annual Report with the Commissioners.
- Ms. Jones and Ginger Gregg from Emergency Services participated in the second Nuisance Flood Plan Workgroup meeting organized by the Department of Natural Resources on October 23<sup>rd</sup> to address MD Senate Bill 1006. This bill is requiring the County to produce a Nuisance Flood Plan. The group started to draft guidance framework for communities in hopes to distribute in January 2019.
- On November 7<sup>th</sup>, Ms. Jones and Ms. Gerber will attend follow up site visits for the Critical Area Remapping Project with the Critical Area Commission. This will include 3 sites.
- On November 8<sup>th</sup> Ms. Jones will address Planning and Zoning at the Kent County Economic Development Realtors Meeting.
- The Maryland Climate Leadership Academy was established in June of 2018 in partnership with the Association of Climate Change Officers. The Academy is now offering courses to prepare and earn the Certified Climate Change Professional. Ms. Jones will be attending a series of classes with the first of three being held November 19 through 20<sup>th</sup> at Chesapeake College.

**General Discussion:**

There being no further business for the good of the organization, the meeting was adjourned at 3:43 p.m.

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William Sutton, Vice-Chairman

  
Tonya L. Thomas, Clerk