

## MINUTES

The Kent County Planning Commission met in regular session on Thursday, October 1, 2020, virtually in the County Commissioners' Hearing Room at 400 High Street, Chestertown, Maryland, with the following members attending via audio/video conference: Elizabeth Morris, Chairman; William Sutton, Vice Chairman; F. Joseph Hickman; Kim Kohl; County Commissioner P. Thomas Mason; B. Douglas Megargee; and James Saunders; Cynthia L. McCann, Esq., Planning Commission Attorney; Staff in attendance were Carla Gerber, GIS Specialist; Stephanie Jones, Environmental Planner; William Mackey, Director; Robert Tracey, Community Planner; and Brian Jones, Clerk.

Ms. Morris called the meeting to order at 1:35 p.m.

## MINUTES

The approval of the minutes of the September 3, 2020, meeting was tabled until the next meeting.

### APPLICATIONS FOR REVIEW:

#### **20-34 Melinda M. Zupon – Special Exception – Adaptive Reuse of Historic Structure**

Present and duly sworn in were the applicant, Ms. Melinda Zupon, and Mr. Tracey.

Mr. Tracey gave a brief overview of the proposal, citing relevant issues, the applicable laws, and staff comments.

Mr. Tracey said the applicant requests a special exception for an adaptive reuse of a historic structure on her property located at 4959 Piney Neck Road. Ms. Zupon proposes to renovate the existing two-story dwelling into a private office/storage structure.

Mr. Tracey said staff recommends sending a favorable recommendation to the Kent County Board of Appeals conditioned upon site plan approval. He further noted that the applicant has addressed all specific and general performance standards.

Ms. Zupon said her main goal is to save an old historic home. She plans to build a new home on the property that will mirror the old home. Ms. Zupon said she would like to restore the old structure and use it as an office space.

Ms. Morris asked if any correspondence has been received.

Mr. Tracey said no correspondence has been received.

No public input was received.

Ms. Zupon said the property does not have public water; however, it does have public sewer. The grinder pump was removed two years ago. The property has a well. Ms. Zupon said that the water and sewer will be officially disconnected from the old house within a month.

After further discussion, Mr. Hickman made a motion to send a favorable recommendation to the Kent County Board of Appeals based on the following:

- The planning commission has determined that the structure is an approved historically significant structure.
- There will be minimum changes to the site, enlargement of the area will not be over 25 percent. The enlargement of the entire site is in character with the building and design.
- The landscaping is in character with the neighborhood.
- There is adequate public road access.
- The number of dwellings will not exceed the density permitted in the district in which the structure is located.
- The proposed use does not create an unacceptable impact by way of noise, odor, noxious materials, or other nuisances.
- The adaptive reuse project will be limited to non-commercial and non-industrial uses.
- The research the applicant provided is extensive and interesting.
- The site will be accessed by existing driveway.
- The site is served by public sewer, private water. The disconnection of the utilities will be at the owner's expense per the Department of Public Works.
- The project will have a positive impact in the neighborhood and surrounding community.
- Final approval will be based on a site plan.

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

## **STAFF REPORTS**

Ms. Jones:

- An RFP was released for the Rigbie Bank project in Betterton. This project would remove the existing vegetation and replace it with native species.
- Attending various virtual seminars including one from the Horn Point Laboratory, UMES regarding shorelines and how a hardened shoreline could affect sea-level rise.
- CRYCC might be coming back for preliminary site plan approval in November for their proposed parking expansion.
- Reviewed proposed solar regulations from the Critical Area Commission.

Carla Gerber:

- Working with Department of Emergency Services on various projects including Next Generation 9-1-1.
- Census has been extended; 91 percent of the state has been counted.

Mr. Tracey:

- Working on staff reports for projects and issuing building permits.

Mr. Mackey:

- The Commissioner's appointed the Comprehensive Rezoning Update Taskforce.

- Evaluating the use of the Zoom application for future Planning Commission meetings and public forums for the Comprehensive Rezoning Project.
- Information Technology has ordered additional tech equipment for meeting participants including the taskforce members.
- Sent out a Doodle Poll, received 6 responses.

Ms. McCann:

- Reached out to Joe Griffiths from the Department of Planning regarding resources for the Comprehensive Rezoning Update.

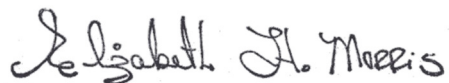
## **GENERAL DISSCUSSION**

Ms. Morris said she was pleased to see advertisements for affordable housing for sale from the Tolchester Village Townhouse Community Association.

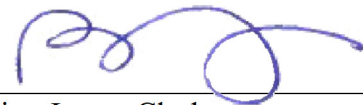
## **ADJOURN**

There being no further business for the good of the organization, Mr. Hickman made a motion to adjourn the meeting.

Ms. Kohl seconded the motion, and the motion passed unanimously. The meeting adjourned at 2:10 p.m.



Elizabeth Morris, Chairman



Brian Jones, Clerk