

Regular Meeting Minutes

The meeting of the Pocomoke Board of Zoning Appeals was held in Council Chambers on Wednesday April 1, 2026. The meeting was called to order at 6:30 pm.

Present:

Chair: Kelly Miller

Members: Marcus Collins, Tommy Gladding, David Strauss

City Manager: Brandy Matthews

Attorney: Erica Witz

City Clerk: Melinda Stafford

Call to Order

The Chair called the public hearing to order and stated that the Board of Zoning Appeals was conducting the hearing in accordance with Subtitle 3 of the Maryland Land Use Article and Chapter 230, Article 16 of the City Zoning Code.

The Chair advised that:

- Any person wishing to speak would be recognized by the Chair.
- Speakers were required to state their name and address for the record.
- All testimony would be given under oath or affirmation.
- Comments were to be directed to the Board and not to other participants.

Public Hearing

Request: Substitution for a nonconforming use of another nonconforming use.

Property Information: District 01, Account Identifier – Tax 021966, Tax Map 401, Grid 11, Parcel 1163, 201 4th Street Pocomoke City, Maryland 21851

Attorney Witz swore in Brent Jett from GMB and Jacquelyn Propst the applicant to testifying.

Brent Jett from GMB, 206 West Main Street, Salisbury, Maryland, presented the staff report on behalf of the City's planning department. The written staff report was submitted into the record.

Mr. Jett added the following information regarding projected traffic generation:

- A typical hair salon generates approximately 51 vehicle trips per day.
- A pet grooming salon, veterinary office, or pet supply store generates approximately 22 vehicle trips per day.

Jacquelyn Propst from 500 South Camden Avenue, Fruitland, Maryland testified that:

- She is the sole owner and operator of the proposed pet grooming business.
- She specializes in grooming special-needs pets that many other groomers are unable or unwilling to accommodate.
- She previously worked as a licensed veterinary technician for approximately 14 years and has extensive medical knowledge that benefits her clients' pets.

- Her current grooming business has operated successfully in Pittsville for approximately six and one-half years.
- She intends to relocate the existing business to the proposed location rather than operate two businesses.
- Most of her existing clientele are expected to follow her to the new location.
- Her clients travel from various surrounding communities, including Berlin, Pittsville, Princess Anne, Pocomoke, and Chincoteague.

The Board asked several questions regarding the proposed operation. Ms. Propst stated:

- She will be the only groomer working at the business.
- She may hire a receptionist in the future but has no immediate plans to add additional groomers.
- The proposed building provides only slightly more space than her current location.
- She plans to add a self-service pet washing area in the future, but not for at least one year while necessary improvements are completed.
- The Pittsville location will close once the new location opens.
- Proposed business hours will generally be:
 - Tuesday through Friday one week.
 - Tuesday through Saturday the following week.
 - Because nearby residences are closer to the new location, she may adjust Saturday operating hours from 7:00 a.m.–4:00 p.m. to approximately 9:00 a.m.–4:00 or 5:00 p.m.

After confirming there were no additional comments from the public or questions from the Board, Chair Miller closed the public hearing for deliberations.

Motion to approve nonconforming use of another nonconforming use by member David Strauss, seconded by member Tommie Gladding. Motion passes. Miller – aye, Collins – aye, Gladding – aye, Strauss – aye.

Adjourn

Motion to adjourn at 6:39pm by member David Strauss, seconded by member Tommie Gladding. Motion passes. Miller – aye, Collins – aye, Gladding – aye, Strauss – aye.

Approved: Brand R. Mattison, MBA
City Manager