

## Planning and Zoning Commission Meeting

A meeting of the Pocomoke City Planning and Zoning Commission was held using social media/zoom access on Wednesday, April 28, 2021. The meeting was called to order at 500PM.

### Commissioners:

Steven Mills,  
Ryan Hurley (Not present)  
Rebecca Skorobatsch  
Kyle Pilchard

### Others Present:

Director of Planning: Dan Brandewie  
Mayor: Susan Marshall Harrison  
City Clerk: Michelle Beckett-EI Soloh

### Approval of Minutes from December 16, 2020, Planning Commission Meeting

Tabled

### Approval of Minutes from January 20, 2021, Planning Commission Meeting.

Tabled

### Butler Village-Morgan's Court Townhouse Site/Development Plan Review unit townhouse plan

Mr. Brandewie provided an overview of the proposed plans for the construction of 8 townhouse units at the Butler Village Townhouse development located of Morgan's Court as filed by Amber Ridge LLC, Chris Gilkerson, developer. Michael Sullivan was present representing Amber Ridge, John Brady, member of the Butler Village HOA was also present.

The original plan for Butler Village was approved by the Planning Commission City Council in 2004 or 2005. They proceeded to construct approximately 46 townhouse units with 33 lots remaining to be developed. Lots 46 through 39 for eight townhouse units is proposed to be the next phase with access from Lynn Haven Drive. All utilities are already installed with sidewalks to be in front; and a 15 foot drainage easement. The applicant has submitted constructed drawings with front, side and rear elevations. They appear to be consistent with all previous plans including materials and setbacks. Staff did want to ask what the status of the HOA is for Butler Village. Is it organized?

Mike Sullivan, representing Amber Village and Chris Gilkerson, had no additional comments to the presentation. The lots are already recorded and are being assessed for tax purposes. The development plan is consistent with the overall plan and changes are being asked for.

Mr. Brandewie mentioned that there are two sections of the Zoning Code for multi-family and townhouse development that provide guidance.

Mr. Sullivan reported that Mr. Gilkerson did discuss the development plans with Mr. Brady.

John Brady, who is on the Board of Directors/HOA. The by-laws have been recently updated and recorded. They are moving forward with rules and regulations and can be forwarded for additional review with the developer. He mentioned the original plan calls for a tot lot but there is nothing showing on the plans. It was never really called out where it would be placed.

Mr. Sullivan mentioned that this may be part of the future development.

Discussion followed about improvements to the parking lot (pavement and numbering) and cooperating with the developer. Mr. Brady noted that the entrance street was never correctly paved. He wasn't sure how they will get it resurfaced. Mr. Sullivan suggested public dedication of the streets to the City as an option. Mr. Brady noted previous cost estimates were about \$45,000 for three pavement areas. The original developer went bankrupt and a lot things were never completed.

Mr. Brandewie noted that the City has no responsibility over the streets or parking lots and that they would have to be improved to City standards before the City would consider taking over maintenance. He noted that the County has confirmed that the stormwater detention plans have been tentatively approved by the County. We want to confirm that. The First State Inspection Agency will need to approve the plans.

Rebecca Skorobatsch asked about the length of the townhouse exceeding 200 feet. Mr. Brandewie noted that there are some minor discrepancies with the multi-family and townhouse development standards. Since the plans were consistent with the original plans, staff determined it did not need a variance. It is not known if the zoning text on this subject was passed before or after these plans were approved.

Mr. Brandewie noted that the Planning Commissioners will need to appoint officers at some point although two members are not present. It was recommended to table this until more members are in attendance.

Mr. Brandewie asked about the time frame for construction. Mr. Sullivan noted that they would be ready to start very soon and that financing is in place, pending approval of the plans and building permits.

Kyle Pilchard motioned to approve the site plan and supporting documents including the landscaping plans. Second by Rebecca Skorobatsch. Motion carried.

Mr. Brandewie noted that he will follow-up with the City Manager and additional signatures. He will check on the need for additional copies.

There were no comments from the audience.

#### Adjournment

There being no further business the meeting was adjourned.

Approved: K.M. Beckett-El Soloh  
City Clerk