



Planning Commission MEETING AGENDA

Thursday, November 16, 2023 - 1:00 PM
Council Chambers, Easton Town Office
14 S Harrison Street

1. Call to Order

2. Approval of Minutes.

- a. Approval of the Decision Summary from the October 19, 2023 meeting.

3. Old Business

- a. **Applicant:** Shore Health System / University of Maryland Medical System
File No.: 2023 - 1027
Location: Longwoods Road, Parcel 0129
Tax Map 017, Grid 023, Parcel 0129, Lot 3/5
Zoning District: RH
Nature of Request: Architectural approval for a proposed medical center with additional landscaping, screening, and associated connectivity for all emergency access points.

4. New Business

- a. **Applicant:** Paquin Design
File No.: 2023 - 1032
Location: 123 S. Washington Street
Tax Map 104, Grid 000, Parcel 1987 & 1988
Zoning District: CB
Nature of Request: Sketch Site Plan approval for a proposed Live-work building with first floor retail, and six (6) residential units on the second and third floors. The Historic District Commission previously granted a Certificate of Appropriateness for demolition of the existing structures and new construction.

5. Discussion Item

- a.** Continue discussion of the Comprehensive Plan Update.
- b.** Zoning Requirements for Adult-Use Cannabis Dispensaries.

6. Adjournment.



**Town of Easton Planning Commission
Draft Decision Summary**

Thursday, October 19, 2023 at 1:00 p.m.

Town Hall Chamber 2
14 S. Harrison Street, Easton

Archived video of the meeting is available at:

[Town of Easton Agendas and Minutes](https://www.eastonmd.gov/Agendas/Agendas%20and%20Minutes)
[\(eastonmd.gov\)](https://www.eastonmd.gov/)

Attendance:

Commission Members:

Jennifer Dindinger, Chairperson
Philip Toussaint, Vice Chairperson
Victoria McAndrews
William Ryall
Paul Weber

Staff:

Lynn B. Thomas, Town Planner - Long Range
Joseph Mayer, Plan Reviewer
Nicholas Johnson, Town Planner - Current
Sharon Van Emburgh *Esq*, Town Attorney
Rick Van Emburgh, Town Engineer
Samantha Smith, Administrative Specialist

Absent:

Commission Members:

Tom Klein, Alternate

Staff:

Miguel Salinas, Planning and Zoning Director

1. Call to Order — Chairperson Dindinger called the meeting to order at 1:00 pm.

2. Decision Summary Review —

- a. September 21, 2023 - The Commission noted the following correction to the draft decision summary:
 - i. Item 4.g.: Addition of Applicant Request.
 - ii. Item 4.h.: Additional detail to Condition #2 to include Oxford Road.

Commissioner Ryall moved to approve the September 21, 2023 Decision Summary with amendments. Commissioner Weber seconded the motion.

Vote	5 - 0
FOR:	5 - Dindinger, Toussaint, McAndrews, Ryall, Weber
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

3. Old Business

- a. **Applicant:** Lane Engineering LLC
File No.: 2023 - 916
Location: 9196 Mistletoe Drive Lot 1, Easton, MD 21601
Tax Map 025, Grid 0016, Parcel 0138, Lot 1
Zoning: I
Request: The applicant is seeking architectural approval of a proposed warehouse building and a one-story office building with associated stormwater management facilities, parking, and landscaping. This application received site plan approval by the Commission at their May 18, 2023 meeting subject to the condition that the applicant shall return with improved architectural renderings that is consistent with the overall look of Mistletoe Hall Commerce Park.

Staff recommends the following condition:

1. The applicant is required to adhere to the November 5, 2021 Declaration of Covenants for Mistletoe Hall Commerce-Business Park - Book: 2916, Page: 104.

Staff Presentation:
Joseph Mayer, Plan Reviewer

Applicant Presentation:
Brendan Mullaney *Esq.*
Brett Ewing, Lane Engineering
Matt Hargrove, Total Home Performance
Eric Catellier, AWB Engineers

Public Comment — None

Commissioner Ryall moved to approve the site plan for architectural approval subject to the following conditions:

1. **The applicant shall adhere to the November 5, 2021 Declaration of Covenants for Mistletoe Hall Commerce-Business Park - Book: 2916, Page: 104.**

2. **The applicant shall receive approval of the color scheme by the Mayor, and provide example materials pursuant to the architectural review and approval specified by the Covenants for this subdivision.**

Commissioner Weber seconded the motion.

<u>Vote</u>	<u>5 - 0</u>
FOR:	5 - Dindinger, Toussaint, McAndrews, Ryall, Weber
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

- b. Applicant:** **Rise Up Dover Road LLC**
File No.: **2023 - 870**
Location: 625 Dover Road, Easton, MD 21601
Tax Map 103, Grid 0EA, Parcel 0990
Zoning: R-7A
Request: The applicant is seeking recommended approval for an amendment to a previously approved Planned Unit Development (PUD) for the addition of an 8' x 12' walk-in cooler to the existing kitchen unit, and the addition of a 12' x 24' storage shed to the existing property. On August 17, 2023 the Planning Commission recommended to the Town Council approval for an amendment to Rise Up Coffee's existing PUD (Zoning Ordinance No. 715) to grant permanent approval for a shade structure, the "Mad Eggs" kitchen facility, and the walk-up cafe. The Council is expected to hold a public hearing on the PUD amendment at their November 6, 2023 meeting.

Staff recommends the following conditions:

1. The shade structure shall be erected during the period of March 1st through November 30th.
2. Upon disassembling, all tripping hazards shall be removed as deemed necessary by the Building Inspection Division.
3. Music or other amplified sounds from the loudspeakers shall not play prior to 8 a.m. or after 7 p.m.
4. The restroom, tables and chairs may all remain in place and ready for use.
5. The applicant shall obtain a building permit for the "Mad-Eggs" facility and walk-up cafe, walk-in cooler and storage shed, and shall obtain additional approval from the Fire Marshal, Talbot County Health Department, and Easton Utilities Commission.

6. The applicant shall submit As-builts for review with the Town's Engineering Department to close out the grading permit.
7. Upon installation of the "Mad Eggs" kitchen facility, the Town Planner may determine that mechanical equipment screening at the top of the structure is necessary, and shall retain the right to seek approval/denial from the Planning Commission.
8. The applicant shall return to the Planning Commission after November 30th (December 21, 2023 Planning Commission meeting) to review and/or determine if a redesign of the graphics and/or additional screening of mechanical components is necessary.

Staff Presentation:

Joseph Mayer, Plan Reviewer

Sharon Van Emburgh *Esq.*, Town Attorney

Applicant Presentation:

Zachary A. Smith *Esq.*

Public Comment — None

Commissioner Weber moved to forward a positive recommendation of approval to the Town Council with the following recommended conditions:

1. **The applicant shall receive staff approval for a more modern shed design that conforms to the architecture of surrounding buildings.**
2. **The shade structure shall be erected seasonally during the period of March 1st through November 30th, and shall be taken down and stored offsite on December 1st.**
3. **Upon disassembling, all tripping hazards shall be removed as deemed necessary by the Building Inspection Division.**
4. **Music or other amplified sounds from the loudspeakers shall not play prior to 8 a.m. or after 7 p.m.**
5. **The restroom, tables and chairs shall all remain in place and ready for use.**
6. **The applicant shall obtain a building permit for the "Mad-Eggs" facility and walk-up cafe, and shall obtain additional approval from the Fire Marshal, Talbot County Health Department, and Easton Utilities Commission.**
7. **The applicant shall submit As-builts for review with the Town's Engineering Department to close out the grading permit.**

8. Upon installation of the “Mad Eggs” kitchen facility, the Town Planner may determine that mechanical equipment screening at the top of the structure is necessary, and shall retain the right to seek approval/denial from the Planning Commission.
9. The applicant shall return to the Planning Commission after November 30th (the December 21, 2023 Planning Commission meeting) to review and/or determine a redesign of the graphics and additional screening.

Commissioner McAndrews seconded the motion.

<u>Vote</u>	<u>5 - 0</u>
FOR:	5 - Dindinger, Toussaint, McAndrews, Ryall, Weber
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

4. New Business

- a. **Applicant:** Phillips Signs Inc
File No.: 2023 - 1048
Location: 499 Idlewild Avenue, Easton, MD 21601
Tax Map 105, Grid 000, Parcel 2366
Zoning: BC
Request: The applicant is seeking signage permit approval where two (2) or more businesses occupy one (1) building with a common entrance.

Staff recommends the following condition:

1. The applicant is to obtain a building permit for the installation of the signs.

Staff Presentation:
Joseph Mayer, Plan Reviewer

Applicant Presentation:
Matt Phillips, Phillips Signs

Public Comment — None

Commissioner Ryall moved to approve the signage request with the condition that a building permit is obtained prior to the installation of the signs. Commissioner Weber seconded the motion.

Vote	<u>5 - 0</u>
FOR:	5 - Dindinger, Toussaint, McAndrews, Ryall, Weber
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

- b. Applicant:** Lane Engineering
File No.: 2023 - 1028
Location: 29315 Dover Road, Easton, MD 21601
Tax Map 105, Grid 000, Parcel 2844, Lot 3
Zoning: CG
Request: The applicant is seeking site plan and architectural approval for a proposed two-story 1,258 square foot addition to an existing single-story veterinarian clinic with improved amenities, landscaping and parking lot expansion.

Staff recommends the following condition:

1. In the event that the Limit of Disturbance exceeds 5,000 square feet during construction, the applicant will need to address stormwater management practices.

Staff Presentation:

Joseph Mayer, Plan Reviewer
Lynn Thomas, Town Planner
Rick Van Emburgh, Town Engineer

Applicant Presentation:

Brittany Wallace, Lane Engineering

Public Comment — None

Vice Chairperson Toussaint moved to approve the site plan with the condition that in the event that the Limit of Disturbance exceeds 5,000 square feet during construction, the applicant shall address all stormwater management practices. Commissioner McAndrews seconded the motion.

Vote	<u>5 - 0</u>
FOR:	5 - Dindinger, Toussaint, McAndrews, Ryall, Weber
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

- c. **Applicant:** Shore Health System / University of Maryland Medical System
File No.: 2023 - 1027
Location: Longwoods Road Parcel 0129, Easton, MD 21601
Tax Map 017, Grid 023, Parcel 0129, Lot 3/5
Zoning: RH
Request: The applicant is seeking sketch site plan approval to construct a hospital, medical offices and helipad with associated stormwater management facilities, parking and utilities. In addition, the applicant is seeking a waiver of the parking lot hedge and vegetative buffer requirements to permit a proper drainage flow toward the stormwater management facilities located between the parking bays, and to provide unimpeded sight visibility triangles at parking lot exits.

Staff recommends the following condition:

1. The applicant is required to address all remaining ESDR comments in conjunction with submission of the development site plan.

Staff Presentation:

Joseph Mayer, Plan Reviewer
Sharon Van Emburgh *Esq.*, Town Attorney
Rick Van Emburgh, Town Engineer

Applicant Presentation:

Kristy Bischoff, DMW Inc.
Kenneth Kozel, President and Chief Executive Officer UM Shore Regional Health
Kenneth Webb, HKS Inc.
Steve Kelly, Mahan Rykiel Associates Inc.

Public Comment:

Anne Browne

Vice Chairperson Toussant moved to approve the sketch site plan and waiver request subject to the following conditions:

1. The applicant shall address any remaining ESDR comments in conjunction with the submission of a development site plan.
2. The applicant shall investigate appropriate measures to minimize bird strike.
3. The applicant shall explore all ingress and egress options of emergency access points with the Town Engineer and Vice Chairperson Toussaint.
4. The applicant shall return to the Planning Commission for architectural approval, and to address the need for any additional landscaping and/or screening based upon its structural viewpoints.

Commissioner Ryall seconded the motion.

<u>Vote</u>	<u>5 - 0</u>
FOR:	5 - Dindinger, Toussaint, McAndrews, Ryall, Weber
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

5. Discussion Items

- a. **Zoning Requirements for Adult-Use Cannabis Dispensaries** — Pursuant to the their consideration to enact a moratorium on cannabis use zoning regulations, the Town Council requested at their October 2, 2023 meeting a proposed timeline for the Planning Commission to examine and recommend new and/or revised language to the Zoning Regulations associated with various cannabis related uses. The Commission anticipates that the review process can be accomplished within a three month timeline through regularly scheduled meetings; with a formal vote on the recommended Zoning Amendment language expected to be held at the Commission’s January 18, 2024 meeting.

The Town’s Planning and Legal staff has already conducted secondary research on cannabis use regulations from outside jurisdictions, and will present their preliminary findings and a draft of recommended language for the Commission’s consideration at the November 16, 2023 meeting.

Staff Presentation:

Lynn Thomas, Town Planner
Sharon Van Emburgh Esq., Town Attorney

Public Comment:

Frank Gunsallus, Council President

- b. **Continued discussion of the Comprehensive Plan Update** — The ongoing discussion to review and discuss Draft versions of the early chapters of the Comprehensive Plan was tabled to the next Planning Commission meeting on November 16, 2023.
- c. **Continued discussion of Amendments to Zoning Ordinance** — An ongoing review of the Zoning Code Amendments continued. The Commission previously forwarded a set of proposed amendments to the Zoning Code to the Town Council. The Council has since suggested two (2) potential revisions to the draft amendments for the Commission to review prior to their scheduled Public Hearing of the proposal on November 6, 2023.

The issues are described as follows:

- i. *Continuing to maintain the more intense Middle Housing types as Special Exception uses in some zoning districts. Cottage Courts, Townhouses, Mansion Apartments, and Courtyard Buildings would remain as a Special Exception in the R-10A and R-7A zoning districts, but would be outright permitted in the CB District. Fourplex stacked and triplex stacked would become outright permitted uses in all zoning districts.*
- ii. *Revising the language for the expiration of Planned Unit Development (PUD) approvals to allow for an initial approval of a three (3) year period or longer, if specifically requested and approved by the Town Council pursuant to their legislative approval.*

The Commission further discussed a raised issue concerning the difficulty of developing Missing Middle Housing types (specifically in the R-7A and R-10A district), and acknowledged an immense demand from the community for a more diverse variety of housing types and a variety of housing price points. The Commission concluded that categorizing these intense housing types as a Special Exception is counteractive to resolving these ongoing issues. In response to a recent development project concerning the expiration of PUD approvals, the Commission unanimously accepted the suggested revision to the expiration of PUD approvals from two (2) years to three (3).

Chairperson Dindinger moved to respectfully recommend no change to the original proposal pursuant to Middle Housing types; and to also support the Council's proposed revision to the expiration of Planned Unit Development (PUD) approvals from two (2) years to three (3) or longer if specifically requested and approved by the Town Council pursuant to their legislative approval. Commissioner Weber seconded the motion.

<u>Vote</u>	<u>5 - 0</u>
FOR:	5 - Dindinger, Toussaint, McAndrews, Ryall, Weber
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

- 6. Adjournment** — Commissioner Ryall moved to adjourn. Commissioner McAndrews seconded the motion. The meeting was adjourned at 4:13 p.m.



**TOWN OF EASTON
PLANNING & ZONING
14 S Harrison Street, Easton MD 21601**

Date of Meeting: November 16, 2023

3a

**PLANNING COMMISSION
SUPPLEMENTAL ITEM**

SUBJECT: **Shore Health System/University of Maryland Medical System**

ELECTION WARD: Ward 1

CRITICAL ACTION DATE: At the pleasure of the Commission

STAFF CONTACTS: Joseph Mayer, Plan Reviewer
Miguel Salinas, Director of Planning and Zoning

DOCUMENT CREATED ON: November 8, 2023

PURPOSE: The applicant is seeking architectural approval from the Planning Commission and to address the need for any additional landscaping and/or screening based upon its structural viewpoints.

RECOMMENDATION:

Planning Commission: The Commission, at their October 19, 2023 meeting, moved (5-0) to approve the sketch site plan and waiver request subject to conditions, with one condition that requires the applicant to return to the Commission for architectural approval, and to address the need for any additional landscaping and/or screening based upon its structural viewpoints.

Staff: Staff supports Planning Commission approval of the proposed architecture.

UPDATE: On October 19, 2023, the Town of Easton Planning Commission reviewed a Site Plan application to request sketch site plan approval to construct a hospital, medical offices and helipad with associated stormwater management facilities, parking and utilities; and a Supplemental Waiver request for landscaping and vegetative buffer requirements. The Commission voted 5-0 to approve the sketch site plan with the following conditions:

1. The applicant shall address any remaining ESDR review comments in conjunction with the submission of a Development Site Plan.

2. The applicant shall investigate appropriate measures to minimize bird strike.
3. The applicant shall explore all ingress and egress options of emergency access points with the Town Engineer and Vice Chairperson Toussaint.
4. The applicant shall return to the Planning Commission for architectural approval and to address the need for any additional landscaping and/or screening based upon its structural viewpoints.

On November 2, 2023, the applicant, Planning and Zoning Department, Engineering Department, Vice Chairperson Toussaint, and HKS Inc. met via a teleconference to discuss all ingress and egress options of emergency access points. The primary access from Route 50 will be Medical Center Drive with a secondary access from Airport Road via Route 50. In addition, an alternative emergency access route will include access from Airport Road via Goldsborough Neck Road, which both roads are currently in process for road widening in anticipation of construction of the future hospital. An additional access route to the hospital will include an access from the north via Hiners Lane to Longwoods Road. Vice Chairperson Toussaint was satisfied with the proposed emergency access points.

On October 30, 2023, HKS Inc. submitted the original Rendering and Building Elevations. Additional images of the Building from multiple approach viewpoints from MD Route 50 and MD Route 662C have been included as requested from the Planning Commission. Based upon the provided structural viewpoints from Ocean Gateway towards the hospital, staff recommends that there's no need for any additional landscaping and/or screening.

ISSUES: There are no outstanding issues.

RECOMMENDED CONDITIONS:

Staff recommends the Planning Commission approve the architecture as submitted.

DRAFT MOTIONS:

1. I move that the Planning Commission approve the architecture as submitted.

OR

2. I move that the Planning Commission forward the application to the December 21st Commission meeting for further discussion.

OR

3. I move an alternate motion.

ATTACHMENTS:

1. 2023.10.30 UMSRMC_PCSubmittalFollowUp-Renderings, paper copy & PDF
2. 2023.10.30 UMSRMC_PCSubmittalFollowUp-Transmittal, paper copy & PDF
3. 2023.10.12 TOE P&Z Staff Report-Shore Regional Health, paper copy & PDF



TOWN OF EASTON
PLANNING & ZONING
14 S Harrison Street, Easton MD 21601

Date of Hearing: October 19, 2023

4c

**PLANNING COMMISSION
PUBLIC HEARING
STAFF REPORT**

SUBJECT: Shore Health System/University of Maryland Medical System

ELECTION WARD: Ward 1

CRITICAL ACTION DATE: At the pleasure of the Commission

STAFF CONTACTS: Joseph Mayer, Plan Reviewer
Miguel Salinas, Director of Planning and Zoning

APPLICANT: Shore Health System, Inc.

DOCUMENT CREATED ON: October 12, 2023

PURPOSE: The applicant is seeking sketch plan approval from the Planning Commission to construct a hospital, medical offices and helipad with open space, associated parking, stormwater management facilities, and landscaping. The applicant is seeking a waiver of the parking lot hedge and vegetative buffer requirements, to permit a proper drainage flow towards the Stormwater Management Facilities located between the parking bays and to provide unimpeded sight visibility triangles at parking lot exits.

RECOMMENDATION: Should the Planning Commission approve the sketch plan as well as the waiver request, staff recommends proposed conditions (see below).

APPLICATION INFORMATION:	
APPLICANT: Shore Health System/University of Maryland Medical System % Laura Creason Kautz 219 S. Washington Street Easton, MD 21601	REPRESENTATIVE: Kristy Bischoff: Daft McCune Walker Laura Creason Kautz: UMMS
PARCELS/ACREAGE:	
Parcel Information	Acreage
Map 017, Grid 023, Parcels 129	235
ACCEPTANCE DATE: October 2, 2023	LOCATION: Longwoods Road, Parcel 129
EXISTING ZONING RH	EXISTING LAND USE: Vacant
HISTORIC DISTRICT: Not Applicable	FUTURE LAND USE MAP: Institutional

CONTEXT:

Location/Site Access – The subject property is located adjacent to Longwoods Road (Route 662), Hailem School Road and Ocean Gateway (Route 50).

Existing Conditions – The subject property is vacant and can generally be described as an agricultural production field that's roughly 219 acres +/- with the remaining 15 acres +/- being forest cover, exclusive of the +/-5 acres of forested floodplain. There are nontidal wetlands dispersed along the subject property's northern boundary and a nontidal wetland located at the northwest corner of the subject property adjacent to the proposed Medical Center Parkway. The nontidal wetlands are associated with the streams and flood prone areas that drain into the Chester River Watershed, more specifically the tidal waters known as Goldsborough Creek. The stream that traverses the site from east to west drains into an unnamed tributary to Goldsborough Creek.

Surrounding Properties

9704 Longwoods Road - Talbot County	Longwoods Road, Parcel 63 - Talbot County
29110 Airport Road - Talbot County	10086 Longwoods Road - Talbot County
9648 Technology Drive - BC	Longwoods Road, Parcel 52 - Talbot County
9811 Hailem School Road - Talbot County	Hiners Lane, Parcel 68 - Talbot County
9754 Goldsborough Neck Road - Talbot County	10118 Hiners Lane - Talbot County
9866 Hailem School Road - Talbot County	10132 Hiners Lane - Talbot County
10000 Hailem School Road - Talbot County	10028 Ocean Gateway - Talbot County
10024 Hailem School Road - Talbot County	9898 Ocean Gateway - Talbot County
10312 Longwoods Road - Talbot County	9818 Ocean Gateway - BC
10043 Hailem School Road - Talbot County	10027 Ocean Gateway - Talbot County



Figure 1: Vicinity Map

PROPOSAL: Shore Health System/University of Maryland Medical System (applicant) is seeking a Sketch Plan approval from the Planning Commission to construct a hospital, medical offices and helipad with Medical Center Parkway (Private Road), open space, associated parking, stormwater management facilities, and landscaping. Also, geothermal energy will be utilized on site. In addition to the medical center improvements, the applicant proposes the relocation of MD Route 662C and modified entrances into the Talbot County Community Center. The site is zoned RH. Areas zoned RH allow for a regional hospital and related healthcare facilities in a campus setting. The site also proposes a 36.08 acre Open Space area that's provided within the Forest Conservation Easements and Healing Garden. The applicant is seeking a waiver of the parking lot landscape hedge and vegetative buffer requirements, to enable proper drainage flow towards the Stormwater Management Facilities located between the parking bays and to provide unimpeded sight visibility triangles at parking lot exits.

BACKGROUND: Shore Health System, Inc. (applicant) obtained Planning Commission approval on June 21, 2012 for sketch site plan, sketch subdivision and a waiver of the maximum pole height for parking lot lighting (permitted 25' poles) with the condition on the applicant returning to the Commission for review and approval of the proposed architecture. The applicant returned to the Planning Commission on November 15, 2012 and received approval of a revised sketch plan and architecture as submitted. The Development Rights and Responsibilities Agreement by and between the Town of Easton and Shore Health System, Inc. was recorded on October 15, 2014. The Development Site Plan was received by the Town in 2014. The applicant submitted an application to the Easton Staff Development Review Committee (ESDR) on September 27, 2023 (please see attached ESDR Determination Letter).

OUTSTANDING ISSUES:

There are no outstanding issues.

ZONING ANALYSIS:

A. Permissible Land Uses

§ Section 28-311.3 Permitted Uses

B. Commercial uses

- 9. Helipads (only for use by helicopters involved in emergency rescue operations or transporting critical patients, personnel or supplies)
- 14. Offices for:
 - a. Healthcare related business or professionals;
 - b. Insurance or health maintenance organizations, and
 - c. Administrative offices for any use permitted in the RH District

C. Institutional uses

- 2. Hospitals

E. Industrial uses

- 1. Warehousing directly and primarily related to one or more permitted uses.

F. Miscellaneous uses

- 1. Energy centers (including boilers, chillers, emergency generators, co-generators, solar generation, etc.);

§ Section 28-311.5 Temporary Uses

- 1. Mobile medical facilities

Analysis – The proposed project is presented and described by the Applicant as a Regional Medical Center; a hospital with a helipad, offices, warehousing (pole barn for storage) and central utility plant, located in the RH Zoning District. The proposed use is permitted by-right in the RH zoning district within § Section 28-311.3 Permitted Uses and § Section 28-311.5 Temporary Uses..

B. Off-Street Parking

28-1001.3 Parking Requirements

	Use/Activity	Minimum Vehicle Spaces	Maximum Vehicle Spaces	Minimum Bicycle Spaces	Notes
	Institutional or Community Facilities				
51	Hospital	1 per 600 sf GFA	1 per 100 sf GFA	1 per 20 vehicle spaces	

Institutional or Community Facilities					
52	Medical Clinic	1 per 400 sf GFA	1 per 100 sf GFA	1 per 20 vehicle spaces	

Total Site Parking Required:

Hospital (Phase 1): 1 per 600 sf GFA required-Minimum
 340,890 sf/600 = 569 spaces required-Minimum
 1 per 100 sf GFA required-Maximum
 340,890 sf/100 = 3409 spaces required-Maximum

Medical Clinic (Phase 1): 1 per 400 sf GFA required-Minimum
 58,300 sf/400 = 146 spaces required-Minimum
 1 per 100 sf GFA required-Maximum
 58,300 sf/100 = 583 spaces required-Maximum

Medical Clinic (Phase 2): 1 per 400 sf GFA required-Minimum
 30,000 sf/400 = 75 spaces required-Minimum
 1 per 100 sf GFA required-Maximum
 30,000 sf/100 = 300 spaces required-Maximum

Total spaces provided: 1,162

Analysis- The total minimum spaces required for Phase 1 is 715 spaces and Phase 2 is 790. The site provides 1,162 spaces.

C. RH District Development Standards

Table 1. Development Standards		
RH Zoning District	Standard	Proposed
Setbacks	Front = 30 feet Side = 15 feet Rear = 15 feet	<i>See Section 28-311.2.C.4a&b listed below</i>
Lot Size (min.)	10,000 square feet	All of the lots are over the required 10,000 square foot base minimum size.
Lot Frontage (min.)	60 feet	1,300 feet +/-
Building Envelope (min.)	60 feet x 40 feet	1,300 feet X 1,200 feet

Development shall also meet these additional Development Standard requirements from Section 28-311.2:

C. Minimum Setback Requirements for All Lots and Uses (except as specifically provided below):

4. Additional setback requirements – Notwithstanding the foregoing, the following expanded setbacks shall apply to certain circumstances and locations in the RH District:

a. Where any building is erected or altered to exceed thirty-five (35) feet in height, the required thirty (30) foot front setback shall be increased one (1) foot for every foot of building height over thirty-five (35) feet, excluding roof structures and architectural features permitted above the height limit by Section 28 – 1003.

Analysis –The proposed building height is 93'-4". Therefore the overall building height of ninety-four (94) feet minus thirty-five (35) feet is fifty-nine (59) feet of additional setback, plus the thirty (30) foot minimum setback, totals up to an eighty-nine (89) foot front setback.

b. Where any building is erected or altered to exceed thirty-five (35) feet in height, the required fifteen (15) foot rear and side setbacks shall be increased one (1) foot for every foot of building height over thirty-five (35) feet, excluding roof structures and architectural features permitted above the height limit by Section 28 – 1003.

Analysis – The overall building height of ninety-four (94) feet minus thirty-five (35) feet is fifty-nine (59) feet of additional setback, plus the fifteen (15) foot minimum setback, totals up to an seventy-four (74) foot rear and side setback.

c. From property zoned other than RH and from Route 50:

i. All principal structures shall be setback at least one-hundred fifty (150) feet; and

ii. All parking areas and accessory structures shall be setback at least one-hundred (100) feet.

d. From public roads and highways (excluding Route 50) existing on the date of establishment of the RH District or their reconfigured alignment, if applicable (collectively, the “Existing Public Roads”):

i. All principal structures shall be setback at least seventy five (75) feet from Existing Public Roads; and

ii. All parking areas and accessory structures shall be setback at least twenty-five (25) feet from Existing Public Roads.

5. The setbacks established under (1) through (4) above shall not apply to storm water management or treatment facilities, swales, inlets, pipes and other conveyances, which shall be subject to a minimum setback of five (5) feet from any street line or property line. Notwithstanding the foregoing, storm water ponds and basins shall be subject to a minimum

setback of twenty-five (25) feet from any street line or property line, except County roads, which shall have a fifty (50) foot setback. Except as specifically required by subsection 4(d), no part of any parking and maneuvering space shall be closer than ten (10) feet to any street line or property line.

6. Adjustment of setbacks for hospital and medical services and covered walkways:

a. The setbacks required under (1) through (4) above shall not apply between a hospital and (i) any building(s) housing Medical Services or (ii) any parking garage structure that are constructed on separate lots of record and may connect, abut or be located closer than permitted by such setbacks.

b. The setbacks required under (1) through (4) above shall not apply to covered walkways connecting buildings located on separate lots of record.

C. The provisions of Sections 28 – 1005 and 28 – 1006 shall also apply to the RH District.

D. Height limitations:

1. A hospital building shall have a maximum of six (6) occupied stories and shall be limited to one hundred ten (110) feet in height. The height of a hospital building shall be measured as the average vertical distance between finished ground level at each corner of the front façade and the highest point of the structure excluding a rooftop helipad and related stairway/elevator tower and other roof structures and architectural features permitted above the height limit by Section 28 – 1003.

Analysis - The building height of the hospital is 93'-4".

2. All other structures and facilities shall be limited to sixty (60) feet in height, excluding roof structures and architectural features permitted above the height limit by Section 28 – 1003. Such heights shall be measured in accordance with the generally applicable definitions and provisions of the Zoning Code.

3. The maximum height of each building in the RH District shall be subject to Federal Aviation Administration restrictions and regulations.

E. Lot Coverage – Subject to the following exception, not more than 40% of the area of each lot shall be covered by buildings and structures (excluding surface parking). The Lot Coverage on any single lot within a RH District may exceed 40% of such lot provided such excess of Lot Coverage on such lot does not cause the total Lot Coverage on all lots within such RH District to exceed 40% of the area of the lots comprising the District. Any application for site plan approval shall determine and specify the cumulative area of Lot Coverage existing and/or approved within such RH District. The Board of Appeals may not modify the cumulative Lot Coverage limitation for any RH District by variance.

F. Open Space – Subject to the following exception, at least 15% of the area of each lot shall be Open Space. The Open Space area on any single lot within a RH District may be less than 15% of such lot, provided such reduction of Open Space on such lot does not cause the total Open Space for all lots within such RH District to fall below 15% of the area of the lots comprising the District. Any application for site plan approval shall determine and specify the cumulative area of Open Space existing, approved and remaining within such RH District. The Board of Appeals may not modify the cumulative Open Space requirement for any RH District by variance.

G. Intensity Limitation – Subject to the following exception, the Floor Area Ratio for all lots in each RH District shall not exceed 0.25. The Floor Area Ratio for any single lot within a RH District may be greater than 0.25, provided such excess floor area on such lot does not cause the total Floor Area Ratio for all lots within such RH District to exceed 0.25 of the total area comprising the District. Any application for site plan approval shall determine and specify the cumulative Gross Floor Area and Floor Area Ratio existing and/or approved within such RH District. The Board of Appeals may not modify the cumulative Floor Area Ratio limitation for any RH District by variance.

H. On-Site Lighting – All on-site lighting, unless approved by the Planning and Zoning Commission, shall be low cut-off luminaries at 18' height and light shall not shine off-site at levels greater than 1-foot candle. In areas where necessary, and specifically for the helipad, helipad walkway, and emergency room receiving area, lighting in excess of 4-foot candle power, as required by state and federal regulations, shall be permitted.

I. Off-Street Parking and Loading – Off-street parking and loading shall be provided for all uses in accordance with the standards of Section 28-1001, subject to the following:

1. Off-street parking and loading spaces shall be provided in accordance with the generally applicable standards and procedures of the Zoning Code regarding parking except as specifically modified by the Planning and Zoning Commission pursuant to Section 28 – 1001.3 (C).

2. Joint Use off-site parking shall be permitted in the RH District in accordance with Section 28 – 1001.4 of the Ordinance. During site plan review and approval, the Planning and Zoning Commission may approve off-site and/or shared parking arrangements for uses located adjacent to the RH District and zoned Governmental/Institutional.

J. Signage – Signage within an RH District shall be developed in accordance with a General Signage Plan approved and/or modified by the Planning and Zoning Commission for each RH District. The size, location, height and number of signs constructed within a RH District shall comply with the General Signage Plan applicable at the time of construction of such signs. In light of the master-planned, campus style development permitted by a RH District and the importance of providing for efficient direction and movement of patients and visitors throughout the campus, the General Signage Plan shall provide for the planning, design, and implementation of signs that are coordinated and compatible throughout a RH District. The

General Signage Plan shall comply with Section 28 – 1101 of the Zoning Code except as such provisions are modified by the Planning and Zoning Commission through approval of such General Signage Plan. The Planning and Zoning Commission may permit deviations from Section 28 – 1101 with respect to the number, type and/or size of signs, including up to the following:

- 1. One freestanding sign at each State road frontage, the area of which may not exceed 250 square feet and the height of which may not exceed 15’;*
- 2. Identification signs for the name of the regional medical campus on not more than three facades of a hospital, so long as the area of the signs does not exceed 12% of the area of each façade and the area of each sign does not exceed 400 square feet; and*
- 3. Identification signs for the name(s) of a business or office complex or tenant(s) on not more than two facades of a structure two or more stories in height, so long as the area of each of the signs does not exceed the lesser of 10% of the façade or 300 square feet.*

D. Forest Conservation

The Easton Forest Conservation Requirements of the Town Code, Article III, § 31-3.1, Forest Conservation Ordinance, Relevance, states that the requirements are applicable to any person making application for a subdivision, project plan, grading, or sediment and erosion control approval on units of land 40,000 square feet or greater after the effective date of the Ordinance.

Analysis - The applicant has provided a Forest Stand Delineation and Forest Conservation Plan. Afforestation Required shall be achieved utilizing the forest conservation overlapping requirements per § Section 28-1014.5 of the Town’s Zoning Ordinance.

POLICY ANALYSIS:

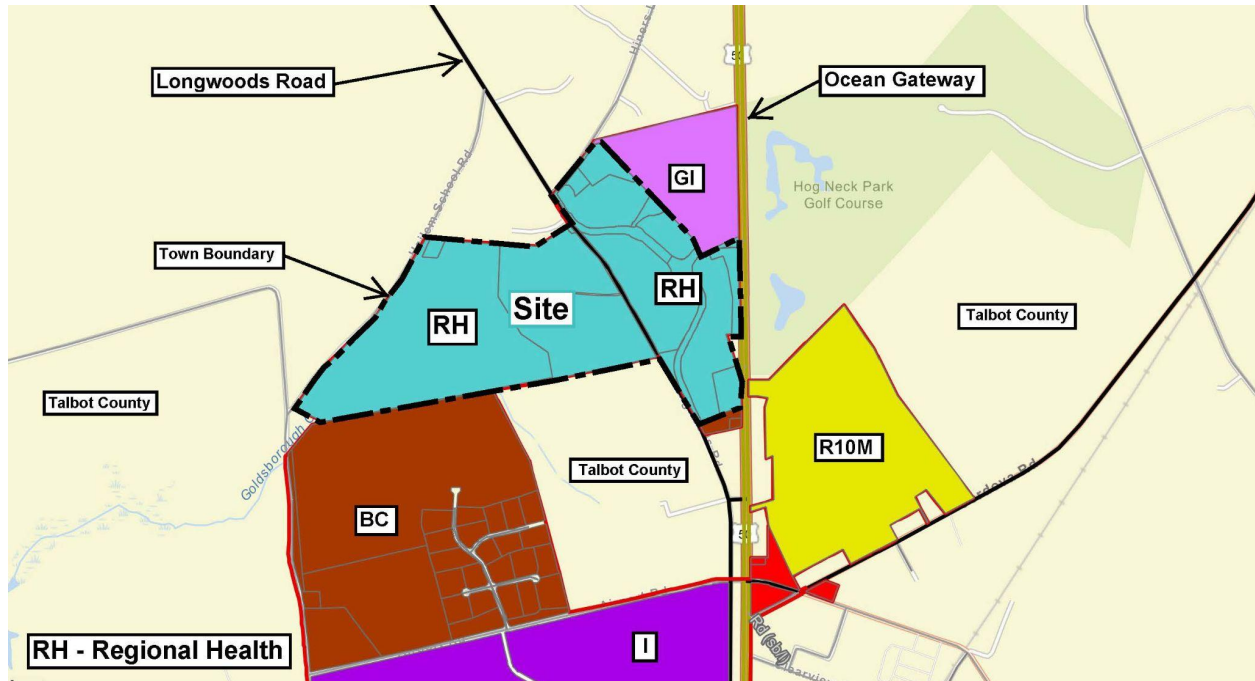


Figure 2: Zoning Map

Section 28-311.7

A. All uses within the RH District shall comply with applicable rules and regulations of the Maryland Department of Health.

Analysis - The proposed uses are within the rules and regulations of the Maryland Department of Health.

B. All projects shall be designed to ensure safety in the area surrounding each structure or facility, which may include road improvements and additional traffic control devices (e.g., signal lights, signs, pavement marking, etc.).

Analysis - There would be no adverse design impacts to compromise the safety in the surrounding areas.

C. For any lot in the RH District that receives site plan approval for development, all areas of such a lot shall be landscaped and maintained in accordance with Section 28 – 1014. All other areas of the RH District may remain in a natural condition subject to all other applicable Town rules and regulations regarding weed control, meadows and property maintenance.

Analysis - The majority of the proposed site has elements of landscaping and its maintenance per §Section 28-1014. The applicant is seeking a waiver of the parking lot landscape hedge and

vegetative buffer requirements (§Section 28-1014.6.E.2c), to enable proper drainage flow towards the Stormwater Management Facilities located between the parking bays and to provide unimpeded sight visibility triangles at parking lot exits.

D. Subdivisions and/or site plans for projects within the RH District shall comply with the Town's subdivision regulations and/or the site plan review and approval procedures and requirements of Article III.

Analysis - The applicant is required to comply with the Town's site plan review process.

F. Development within any RH District should be guided by the following design principles, which will be considered by the Town Planning and Zoning Commission during site plan review:

1. The colors, designs and materials used throughout any RH District should be complementary to establish and maintain a visually-coordinated campus appearance with a recognizable image as a distinct place while maintaining a design that is appropriate to the context of Easton. Intriguing design character should be encouraged through the creative use of materials and design details. Building elements should create focal points and establish hierarchy. Rooftop mechanical equipment should be screened or located so it is not visible. Design elements of large buildings should be varied and articulated to visually and dimensionally interrupt the bulk of the buildings. Color schemes should tie building elements together, relate separate buildings within an RH District to each other, and should be used to enhance the architectural form of a building. Applicant's response: Site and building designs will reinforce a relationship with the natural environment by creating an organic series of forms along public areas that are not revealed in the single viewing of a large facade, but rather can be slowly explored as one circumnavigates the facility.

The building materials, planned to consist primarily of masonry, glass and metal, will reinforce the hierarchy of the forms and help to tie the overall composition to the design concept. The overlay of a coordinated color scheme and details purported to the individual masses rather than the overall bulk of the structure, will recall the character of the pedestrian streetscape in Easton.

Analysis - The applicant has provided renderings and elevations for Planning Commission review and approval.

2. Accessory structures, service areas and mechanical equipment should be designed as integral components of the site. Applicant's response: Accessory structures, service areas and mechanical equipment will be treated with the same design priority to aesthetically blend in with the surrounding architecture. Mechanical equipment on the rooftops will be screened in a complimentary fashion to the buildings and will provide visual hierarchical variation. Ground level equipment will be seamlessly integrated into the facade design, hidden from the most public views and integrated into landscaping to further its blending into the campus. All accessory structures will be clad in the same blend of materials as the main occupied structures.

Analysis - All the accessory structures are integral components to the function of the campus.

3. Pedestrian access should be provided and incorporated into the site and building design. Landscaped, tree-lined walkways should be used as connections between buildings, buildings to streets or buildings to parking areas. Site design should incorporate recessed sitting areas into the walk or pathway system. Applicant's response: The roadways and pedestrian walkways will be planned to take indirect paths as visitors approach the building, inviting an opportunity to explore the unique features of the site. The tree-lined streets and pedestrian pathways will create a canopy as the trees mature, further enhancing the gentle character of the internal streetscape on the campus.

Along the pedestrian corridors that lead from the parking areas to the entrances, there will be hardscape sitting areas with benches and other site furniture.

Analysis - The applicant provides pedestrian access within the campus.

4. Landscaping should create and define street image, entrance ways, screen storage and loading areas, provide buffers adjacent to residential uses, shade parking lots and integrate the building design with the site design. Applicant's response: A series of pedestrian trails and paths, weaving through bio-swales with native vegetation, will serve to provide visual relief from the screened parking lots, which will be planned in smaller modules, defined by zones of landscaping that will provide shade and strengthen the character of the site. Screening through the use of plant materials and berming will also be used to buffer the project from the adjacent residential development.

Analysis - The overall landscaping provides a definitive use in relation to the buildings and site design. The applicant is seeking a waiver of the parking lot landscape hedge and vegetative buffer requirements (§Section 28-1014.6.E.2c), to enable proper drainage flow towards the Stormwater Management Facilities located between the parking bays and to provide unimpeded sight visibility triangles at parking lot exits.

5. Where appropriate, open space amenities should be included as part of the overall site plan by providing small areas for active or passive use by employees such as picnic tables, benches and other areas for sitting, eating or meeting. Spaces between a hospital and adjacent buildings constructed with reduced setbacks should include a courtyard or other pedestrian-oriented site feature. Applicant's response: The hospital structure will be encircled by landscaped zones that will provide visual relief in the parking lots. Hardscaping materials for the walks and patio spaces will vary in color and texture and will further be defined by site furniture. These spaces will be designed to emulate the character often found around the Eastern Shore to celebrate the intersection of natural spaces with the built environment. The focal point of this landscaped zone will be a "healing garden"; a place of personal contemplation and group support that will be the physical embodiment of the notion that health is a holistic process that requires the replacement of not just the body, but also the mind and spirit.

Analysis - Open space has been provided via Forest Conservation easements and Healing Garden.

6. Circulation and parking should reinforce safe and efficient pedestrian and vehicular movement. The main entrances should serve as the dominant ingress and egress points for the District. Curb cuts should be consolidated to the extent practicable. Applicant's response: Circulation and parking patterns will be organized around functionally distinct entrances and parking zones. For example, visitors to the hospital facility will be separated from emergency and service traffic. To protect pedestrians safety, walking paths will be clearly identified within parking lots to separate pedestrians from vehicular traffic.

Analysis - Safe pedestrian routes have been provided and will be fully detailed at Development Site Plan review.

7. Signage should serve as a focal point for information to identify the location and nature of uses within an RH District. Signage design should improve the visual continuity of the area; it should not serve as a distraction. The design and materials of a sign should complement and be similar to those used for the buildings. Applicant's response: Identity and wayfinding signs are necessary on a regional healthcare campus to efficiently guide visitors to and from their specific destinations. The signage for the campus will be custom designed to add to the character of the landscape design, using similar materials such as low masonry walls in the hardscape areas and a color palette complementary to the hospital building.

Analysis - Staff notes that any proposed monument sign will require a Signage Application to be submitted prior to installation. Signs should inform but not dominate the area.

8. A bus shelter (or shelters) shall be provided to afford bus riders the opportunity to wait for their bus in a structure that protects them from inclement weather. The location of such shelter(s) shall be shown on the site plan at the sketch plan level. Applicant's response: The bus stop will be at the main entrance of the facility. The canopy at the main entrance will serve as the shelter to protect the bus riders from inclement weather.

Analysis - The applicant has provided on the site plan..

Lighting fixtures should be designed to provide continuity with an RH District. Lighting levels should be appropriate for the use proposed. The illumination of buildings and site features (parking lots, walkways, entrances, etc.) should not exceed the needed level and should be appropriately sized for its purpose. Applicant's response: An illumination beacon/tower element about the main entrance may be used to serve as a welcoming gesture from a distance and provide a unified wayfinding element for the entire campus. Site lighting will be designed using a cohesive variety of fixtures and lighting levels to minimize night sky illumination while highlighting architectural and site features and providing for the safety of the visitors and employees. Parking lot lighting will be hooded to reduce light pollution and pedestrian lights will be scaled appropriately and will be selected to fit the context of the overall design concept.

Analysis - Shore Health System, Inc. (applicant) obtained Planning Commission approval on June 21, 2023 for a waiver of the maximum pole height for parking lot lighting (permitted 25' poles).

The submission of a site plan for a proposed use or development activity shall not be approved unless it meets the factors below:

1. The site plan meets the design principles and standards and required improvements set forth in this Ordinance, the Town Comprehensive Plan, the Town of Easton Subdivision Regulations, and other ordinances, regulations, and policies established by the Town of Easton.

Town of Easton 2010 Comprehensive Plan Design Principles (Principle #1) Integrated uses are desirable- Applicant's response: *The University of Maryland Shore Regional Medical Center is strategically located with convenient access off MD Route 662, the intersection of Medical Center Drive and MD Route 50. The development of the Medical Center will provide convenient access to the residents of Talbot County, Queen Anne's County, Caroline County, and the Easton Shore of Maryland and will provide comprehensive medical care and services for all residents. The Hospital adds to the diverse neighborhood surroundings and provides state of the art healthcare services in close proximity to the Talbot County Community Center, Easton Airport, Hog Neck Golf Course and Hyde Park Neighborhood while becoming an anchor for the growing business district which extends north along MD Route 50 from the Easton business district.*

Staff notes that the proposed development fits within the Regional Healthcare District.

(Principle #2) Natural features should determine design – Applicant's response: *The site of the new medical center is integrated into an agricultural site and positioned strategically to minimize impacts to the farmland and existing environmental conditions. The existing Goldsborough creek on the site will remain and the development will strive to maintain the existing tree canopy along the edges of the site. Multiple wetlands and prehistoric and historic archeological features exist and site development has been carefully designed in such a way as to avoid these areas. A focus on the existing features and creating a sustainable approach to the design involves the creation of multiple public, patient, staff and visitor healing gardens, landscape features, innovative stormwater management solutions and pedestrian accessible pathways to allow for the building to be integrated into the landscape and tread lightly on the existing natural landscape of the site. This approach includes the relocation of MD Route 662 to limit the impacts to the site's natural geographic features, historically significant archeological digs, and natural landscapes. The overall campus design approach strengthens the character of the site by utilizing plant materials and berms to screen the development from the surrounding residential development. This includes the use of native plant species, strategic placement of landscape buffers within the parking lots, and integration of shade trees along streets and pedestrian pathways.*

Staff notes that there are compelling natural features on site such as non-tidal wetlands and a forested floodplain.

(Principle #3) Automobiles should not determine design – *Applicant's response: While safe, convenient, and direct access to the various medical services and facilities for both pedestrians and vehicles is a critical component of the site design, automobiles do not solely drive the design of the site. Whether people arrive by mass transit, private vehicles, or bicycle, circulation is organized to clearly direct and welcome visitors to the main hospital entrance, employees to the employee entrance, service trucks and vendors to the service area entrance, and emergency vehicles to the emergency entrance area of the hospital. Vehicular and bicycle parking is conveniently located surrounding the hospital with safe and clear pedestrian access to the various entrances. The circulation paths and parking are spread out and integrated with the landscape that provide shade and strengthen the overall character of the site. The parking lots have been screened with landscaping throughout. Some of the parking lot spaces will be permeable pavement which provides stormwater management treatment.*

Staff notes that the applicant has provided 1,162 off-street parking spaces.

(Principle #4) Ample Open Space should be provided within & around neighborhoods – *Applicant's response: The Open Spaces surrounding the Hospital and site circulation systems are generous and provide relief to the extensive impervious parking and service areas. Ribbons of green space surround the hospital and enhance the views from hospital rooms and outdoor dining areas. The "healing garden" is the most prominent open space amenity. The garden invites patients, staff, and visitors to participate outdoors in healing the mind and spirit. The healing garden celebrates holistic health by creating a designated space for personal contemplation and group support.*

Staff notes that open space is sufficiently provided.

(Principle #5) Architecture should respect Easton's Historical Development – *Applicant's response: Patient towers clad in sweeping glass facades with patterning referencing the waters of the Chesapeake Bay are anchored by 2-story masonry facades inspired by the Federal Style architecture of Historic Easton. These inspired facades will employ the elements of scale, proportion, rhythm and material borrowed from Federal Style buildings, while not imitating them.*

A welcoming Entry Arcade will greet visitors with familiar proportions and masonry detailing. The scale and rhythm of openings in this brick façade element will be modeled from analysis of the arrival arcade of the historic Tidewater Inn at S Harrison St and E Dover St. Custom glazing displaying imagery reminiscent of marsh grass will be set within the openings, tying the arrival experience also to the patient towers above, and to the Bay itself.

The Medical Services Building is a 2-story structure that is to be shaped and clad in reference to a typical block within the existing fabric of Downtown Easton. The length of façade, which is similar in proportion to many whole blocks found in Easton, will be broken down in scale,

pattern, and rhythm as influenced by a study of a historic downtown fabric. Specifically, the east edge of the 00 block of N Washington Street was used for this study.

(Principle #6) Signs should inform but not dominate – *Applicant's response: Signage will be integrated into the site development of the medical campus in accordance with the Town of Easton Zoning Code. The overall site wayfinding signage will respond to the zoning ordinance while utilizing the University of Maryland Health (UMMS) branding standards for maintaining a systemwide regional health campus consistency. Additionally, entrance, emergency vehicle, and building signage will be developed to blend with the overall landscape character and building design while promoting efficient guidance to emergency, service and public entrances to the facility. These signs will be designed to complement the landscape, building and hardscape design and will utilize materials consistent with the overall campus aesthetic to enhance visual continuity of the area.*

Staff notes that any proposed monument sign will require a Signage Application to be submitted prior to installation. Signs should inform but not dominate the area.

(Principle #7) Neighborhoods should contain a diversity of housing types – *Applicant's response: Not Applicable.*

(Principle #8) Residential neighborhoods should be interesting places – *Applicant's response: Not Applicable.*

(Principle #9) Neighborhoods should connect – *Applicant's response: The University of Maryland Shore Regional Medical Center will increase the local connectivity of pedestrian and vehicular access. The campus has multiple access points off relocated Route 662C via the Medical Center Parkway loop road. This will provide multiple access points for emergency and public access and allows for service traffic to access from multiple directions. Additionally, there is a direct access point from Route 50 via Medical Center Drive. The Talbot County Community Center will gain an additional entrance which further enhances the community. The Medical Center Parkway loop road promotes connectivity for any future development. The roundabout at Route 662C and Medical Center Drive allows for better flow and offers an additional travel route. Pedestrian walking paths are increased via sidewalks along the entire loop road and throughout the hospital site. A bike path is also proposed along Route 662C that connects to the Hospital and the Community Center.*

2. The site plan avoids or minimizes adverse impacts upon features (whether on-site or off-site) of historical, cultural or ecological significance.

Analysis - The proposed site is not within the Historic District or the Critical Area. This project would provide a Regional Medical Center; a hospital with a helipad, offices, warehousing (pole barn for storage) and central utility plant with improved amenities; adequate parking and landscaping.

3. The proposed use or development activity will not substantially increase traffic hazards due to traffic generated by the proposed use, the location of curb cuts or the layout of internal traffic circulation.

Analysis - The proposed use and activity will not increase traffic hazards in the surrounding area. Adequate off-street parking, the relocation of MD Route 662C and modified entrances into the Talbot County Community Center will be proposed.

4. The site plan and the proposed use or uses do not cause any adverse impact upon the health or safety of persons residing or working in the area surrounding the site or upon the character of the neighborhood surrounding the site; and

Analysis - There would be no adverse impacts. The existing property is located within a regional healthcare district. Proposed use provides a Regional Medical Center; a hospital with a helipad, offices, warehousing (pole barn for storage) and central utility plant with improved amenities; adequate parking and landscaping.

5. The site plan improves the water quality of the Chesapeake Bay or its tributaries.

Analysis - The proposed site would meet required design practices for stormwater management.

RECOMMENDED CONDITIONS:

Staff recommends the Planning Commission approve the sketch site plan with the following condition:

- The Applicant is required to address any remaining ESDR review comments, in conjunction with submission of the Development Site Plan.

DRAFT MOTIONS:

1. I move that the Planning Commission approve the sketch site plan subject to staff's Condition of Approval.

OR

2. I move that the Planning Commission forward the application to the November 16th Commission meeting for further discussion.

OR

3. I move an alternate motion.

ATTACHMENTS:

1. 2023.09.05 Shore Health Regional Applications, paper copy & PDF
2. 2023.09.05 Shore Health Regional SWM Quantity Report, paper copy & PDF
3. 2023.09.05 Shore Health Regional SWM, paper copy & PDF
4. 2023.09.05 Shore Health Regional ESD Report, paper copy & PDF
5. 2023.09.27 ESDR Determination Letter Shore Health, paper copy & PDF
6. 2023.10.02 Shore Health Regional Architectural Plans, paper copy & PDF
7. 2023.10.02 Shore Health Regional Overlay Exhibit, paper copy & PDF
8. 2023.10.02 Shore Health Regional Rendered Landscape Plan, paper copy & PDF
9. 2023.10.02 Shore Health Regional Sketch Plan Set, PDF
10. 2023.10.09 PC Submittal Package Transmittal, paper copy & PDF
11. 2023.10.12 Shore Regional Medical Center- Design Principles, paper copy & PDF

NOT FOR CONSTRUCTION



SKETCH PLAN RENDERING

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REGISTRATION / STAMP

I CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MARYLAND.

LICENSE NUMBER: 21048
EXPIRATION DATE: MARCH 01, 2024

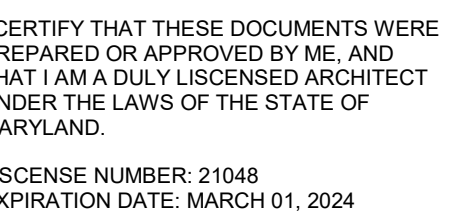
REVISION NO.	DESCRIPTION	DATE

HKS PROJECT NUMBER
19782.012 | 09035.N6

DATE
30 OCTOBER 2023

ISSUE
PC SUBMITTAL

10.19.2023 FOLLOW-UP RENDERING



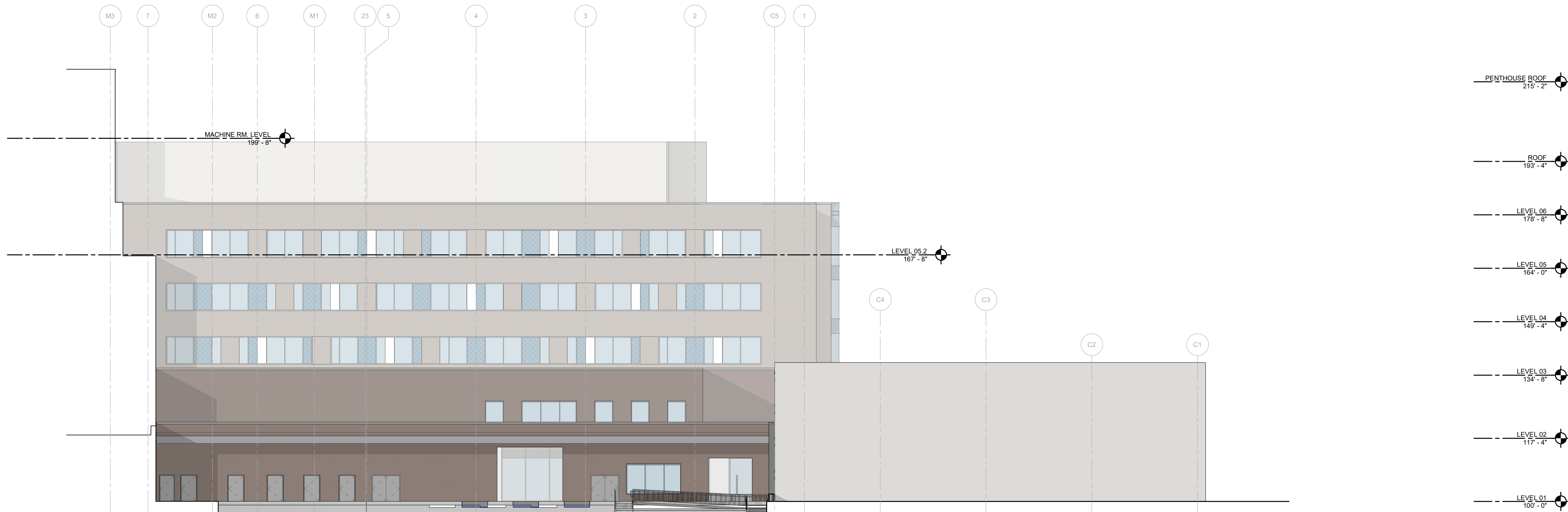
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19782.012 | 09035.N
DATE
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ISSUE
1ST SUBMITTAL
0.19.2023 FOLLOW-
SHEET TITLE
COMPOSITE
EXTERIOR
ELEVATIONS
SHEET NO.



PLOT DATE: 10/30/2023 9:37:48 AM

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PLOT DATE:
10/26/2023 9:38:01 AM



EXTERIOR MATERIALS LEGEND			
	BVWS-01	BRICK MASONRY VENEER	
	BVWS-02	BRICK MASONRY VENEER	
	BVWS-03	BRICK MASONRY VENEER	
	BVWS-04	BRICK MASONRY VENEER	
	IMPS-01	INSULATED METAL PANEL SYSTEM	
	IMPS-02	INSULATED METAL PANEL SYSTEM	
	GAFS-01	1" INSULATED CLEAR VISION GLASS	
	GAFS-03	1" INSULATED SPANDREL GLASS (LIGHT)	
	GAFS-07	1" INSULATED SPANDREL GLASS (DARK)	
	GAFS-08	1" INSULATED SPANDREL GLASS (WITH MARCH - STYLE 1 BACK GRAPHIC)	
	GAFS-09	1" INSULATED SPANDREL GLASS (WITH MARCH - STYLE 2 BACK GRAPHIC)	
	BVWS-05	BRICK MASONRY VENEER	
	BVWS-06	BRICK MASONRY VENEER	
	BVWS-07	BRICK MASONRY VENEER	

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Shore Regional Medical Center

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REGISTRATION / STAMP



I CERTIFY THAT THESE DOCUMENTS WERE
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THAT I AM A DULY LICENSED ARCHITECT
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19782.012 | 09035.N6

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10.19.2023 FOLLOW-UP

SHEET TITLE
COMPOSITE

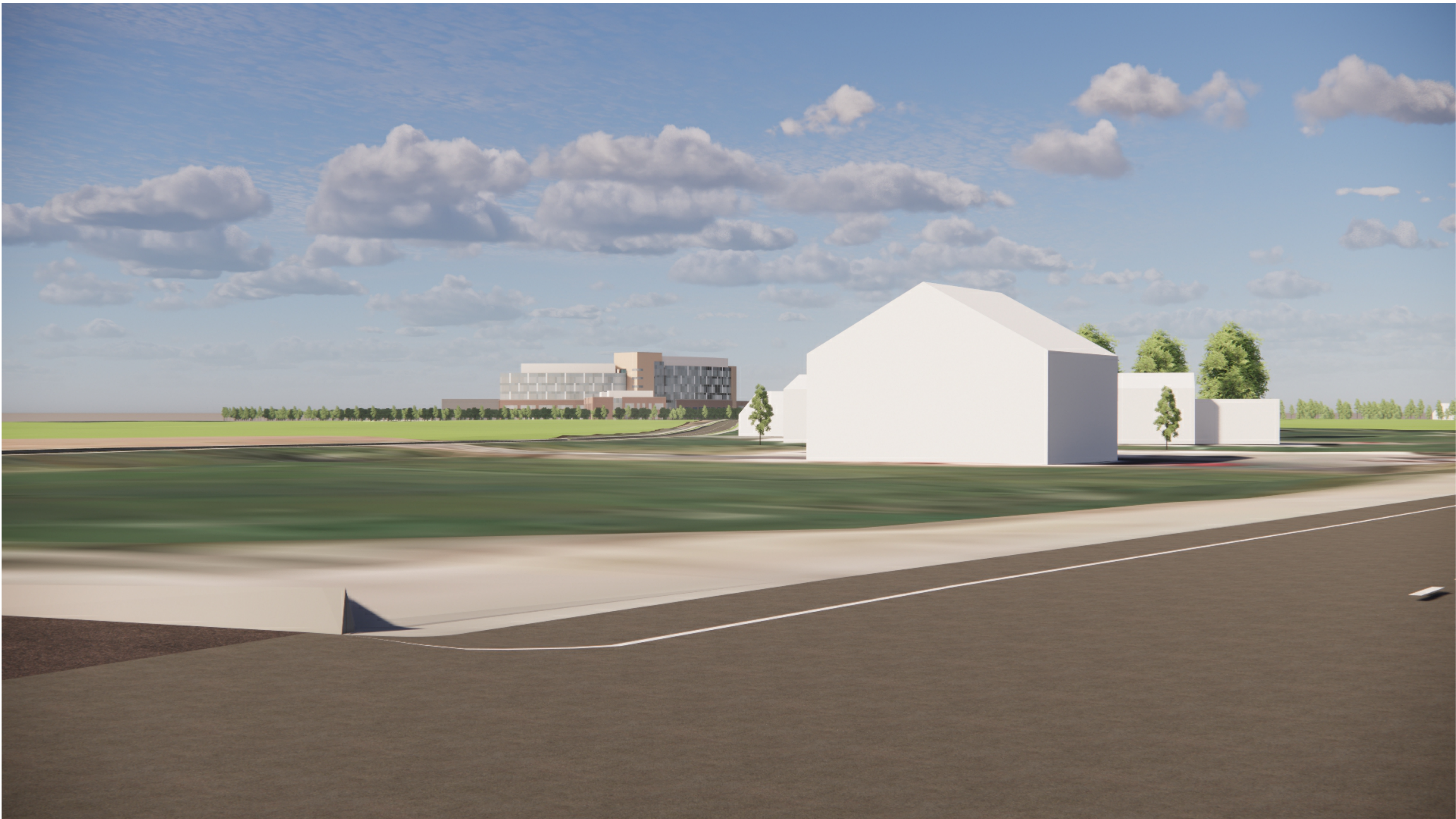
EXTERIOR

ELEVATIONS

SHEET NO.

3 OF 5

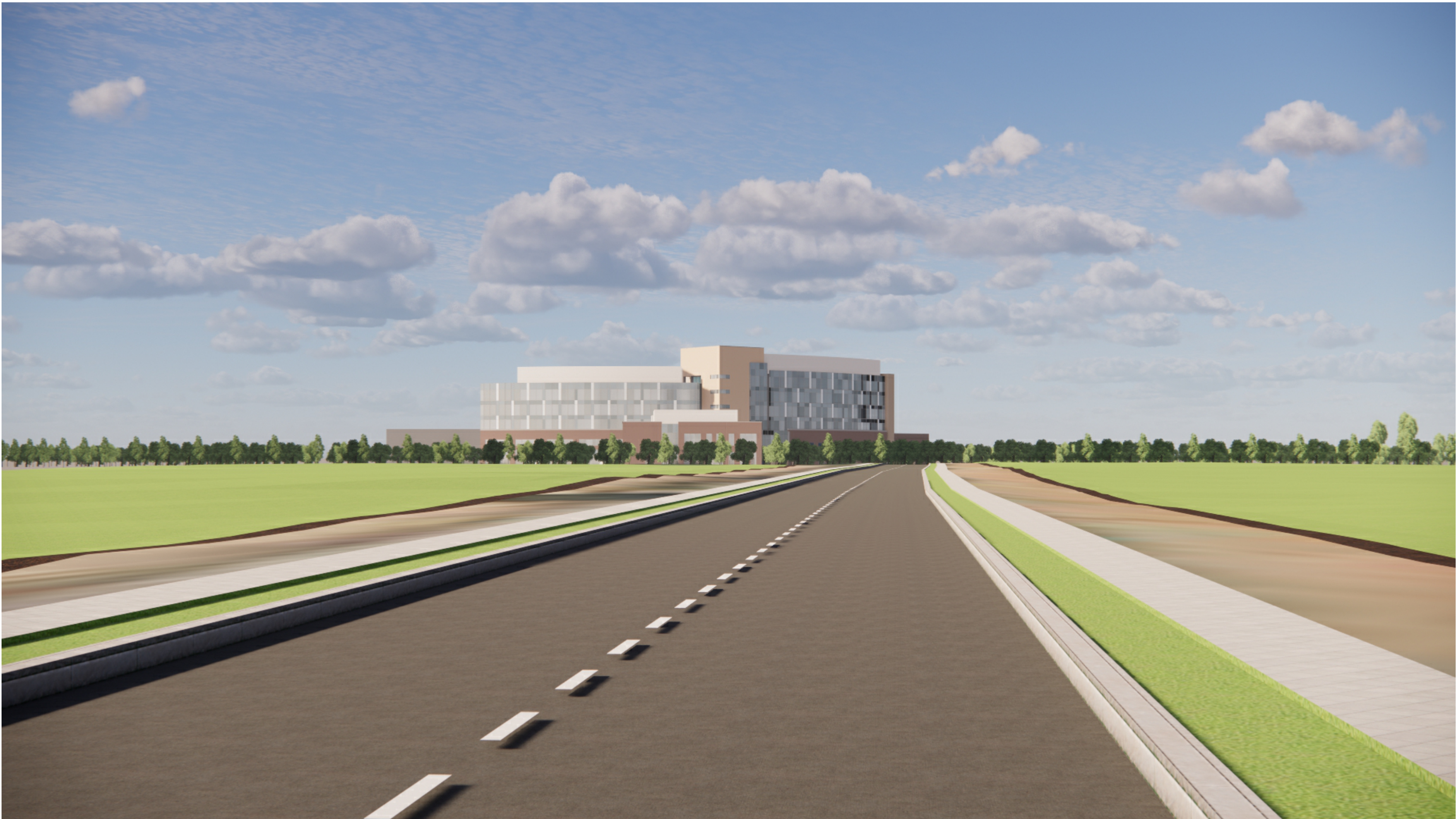
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VIEW FROM SCHWEERS LANE AND OCEAN GATEWAY



VIEW FROM SCHWEERS LANE AND LONGWOODS ROAD



SOUTHERN APPROACH TO SITE FROM LONGWOODS ROAD



VIEW FROM 9898 OCEAN GATEWAY

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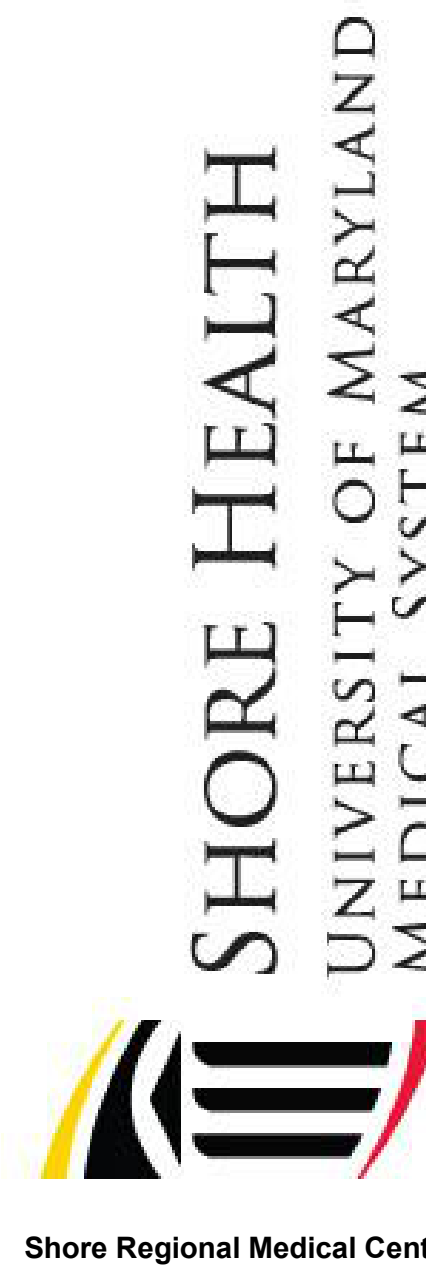
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OWNER'S CONSULTANT
FM Global
2100 Reston Parkway, Suite 600
Reston, VA 20191



I CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MARYLAND.
EXPIRATION DATE: MARCH 01, 2024

REVISION NO.	DESCRIPTION	DATE

HKS PROJECT NUMBER
19782.012 | 09035.N6
DATE
30 OCTOBER 2023
ISSUE
PC SUBMITTAL
10.19.2023 FOLLOW-UP
SHEET TITLE
RENDERINGS

SHEET NO.
4 OF 5

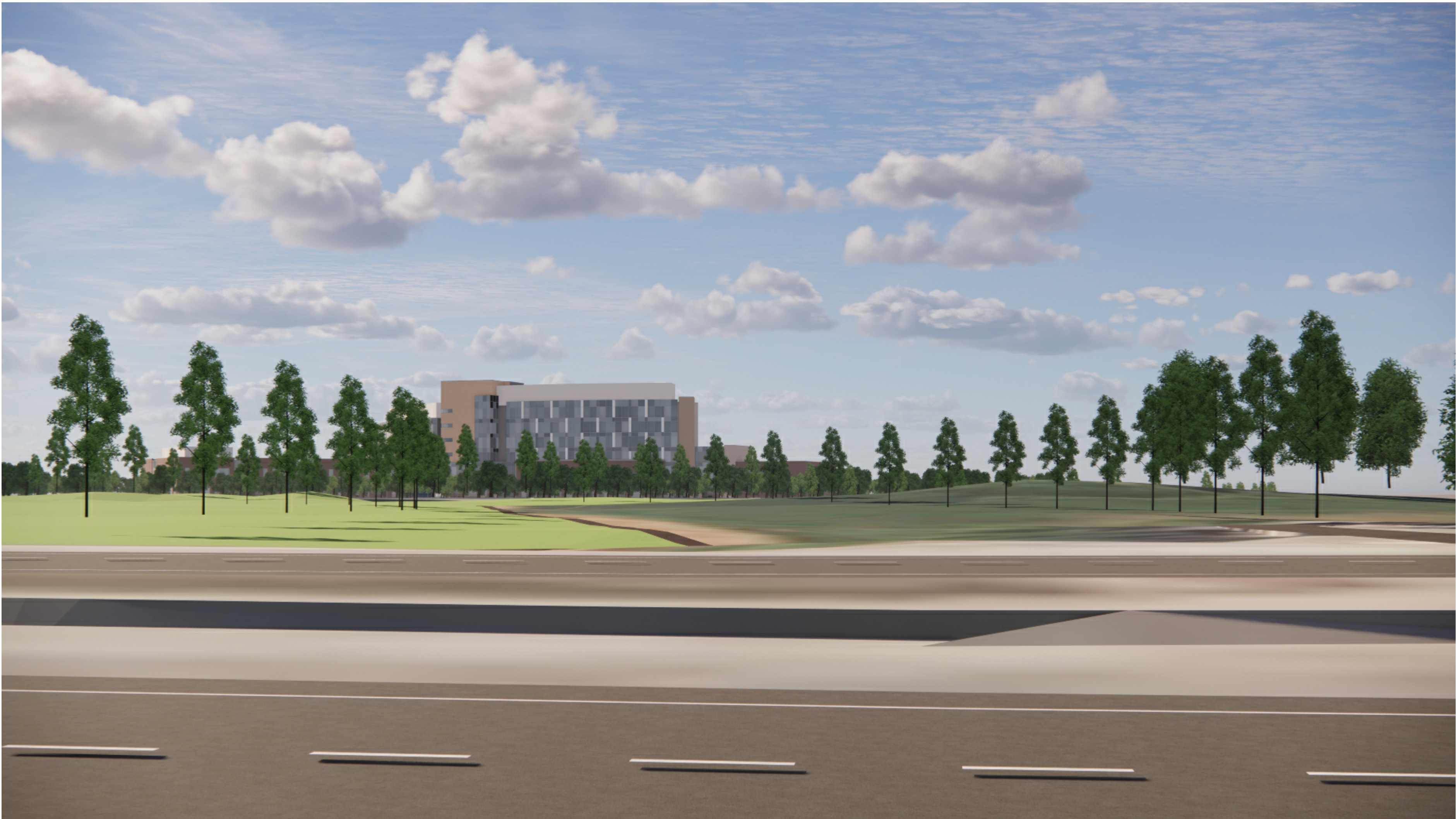
NOT FOR CONSTRUCTION



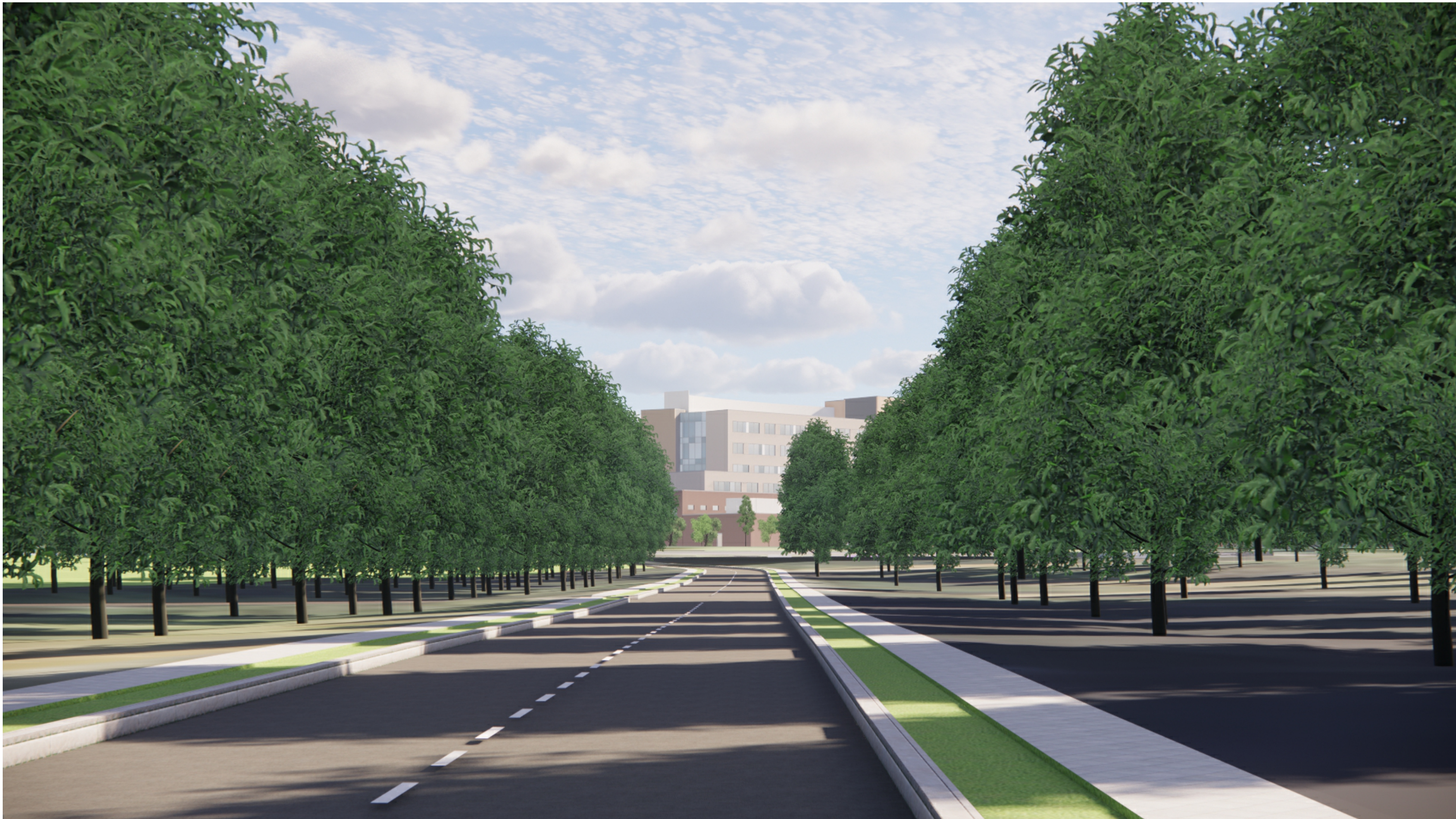
VIEW FROM FROM OCEAN GATEWAY AT TALBOT COUNTY PARKS AND RECREATION



VIEW FROM FROM OCEAN GATEWAY AT TALBOT COUNTY PARKS AND RECREATION



VIEW FROM MED CENTER DRIVE



NORTHERN APPROACH TO SITE FROM LONGWOODS ROAD

HKS

ARCHITECT
HKS, Inc.
1250 Eye Street NW, Suite 800
Washington, D.C. 20005

INTERIORS
HKS, Inc.
1250 Eye Street NW, Suite 800
Washington, D.C. 20005

CRGA DESIGN
812 Commerce Rd.
Annapolis, MD 21401

CIVIL
Dart McCune Walker Inc.
Baltimore, MD Office
551 Fairmount Avenue, Suite 300
Towson, MD 21286

MEP
Highland Associates
102 Highland Avenue
Clerks Summit, PA 19411

STRUCTURAL
O'Donnell & Naccarato
701 Market St, Suite 600
Philadelphia, PA 19106

LANDSCAPE
Mahan Rykiel Associates
The Stuart Silver Building
800 Wyman Park Drive, Suite 100
Baltimore, MD 21211

FOODSERVICE DESIGN
Vinci-Balmain Design
1515 Shopton Rd, Suite 104
Charlotte, NC

INFORMATION TECHNOLOGY
Convergent Technologies Design Group, Inc.
6501 York Road
Baltimore, MD 21212

SHORE HEALTH
UNIVERSITY OF MARYLAND
MEDICAL SYSTEM

Shore Regional Medical Center

OWNER
University of Maryland Health System
250 W. Pratt Street
Suite 2400
Baltimore, MD 21201

Shore Health System
219 S. Washington Street
Easton, MD 21601

OWNER'S CONSULTANT
FM Global
2100 Reston Parkway, Suite 600
Reston, VA 20191



I CERTIFY THAT THESE DOCUMENTS WERE
PREPARED OR APPROVED BY ME, AND
THAT I AM A DULY LICENSED ARCHITECT
UNDER THE LAWS OF THE STATE OF
MARYLAND.
LICENSE NUMBER: 21048
EXPIRATION DATE: MARCH 01, 2024

REVISION NO.	DESCRIPTION	DATE

HKS PROJECT NUMBER
19782.012 | 09035.N6
DATE
30 OCTOBER 2023
ISSUE
PC SUBMITTAL
10.19.2023 FOLLOW-UP
SHEET TITLE
RENDERINGS

SHEET NO.
5 OF 5



TOWN OF EASTON

14 South Harrison Street
Easton, Maryland 21601

November 1, 2023

Dear Resident,

The Easton Planning Commission will hold a public meeting on **Thursday, November 16, 2023 at 1:00 p.m.** in the Easton Town Council Chambers located on the second floor of 14 South Harrison Street. The Town of Easton Zoning Ordinance requires that owners of property located within 400 feet of a parcel on which certain types of applications are pending be given notice of upcoming meetings or hearings. If you are a tenant in or an owner of a multi-unit building, please distribute or post this notice in a visible location for all other tenants or owners to view. If you are a tenant of a rental property, please notify the property owner that this notice letter has been distributed to their property. Notice has also been sent to the Star Democrat, a sign has been posted at the subject property and the hearing agenda has been posted on the Town of Easton website: <http://eastonmd.gov/>.

This letter is sent to inform you that Application 2023-1027 has been filed on behalf of Shore Health System of University of Maryland Medical System (UMMS) at Longwoods Road, Parcel 0129 to request architectural approval for a proposed medical center with additional landscaping, screening, and associated connectivity for all emergency access points.

Copies of the proposed application are on file and available for public review in the Town's Planning Office at 14 South Harrison Street between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday. **In addition, digital copies will be available for review one week prior to the scheduled meeting via the Town's website at <https://www.eastonmd.gov/129/Agendas-Minutes>.** If you have any questions regarding this application, please contact the Planning Office at (410) 822-1943 or via email at ssmith@eastonMD.gov.

Samantha N. Smith

Samantha N. Smith, Administrative Specialist
Planning & Zoning Department
410-822-1943 ssmith@eastonMD.gov

APG Media of Chesapeake, LLC
29088 Airpark Drive
Easton, MD 21601

10/30/23

Phone: Fax:
<http://www.chespub.com>

Cust. AcctID:	Creation Date: 10/30/23
	Ad Date: 11/01/23
	Class:
Name: Joanne Drummer	Ad ID:
Company: TOWN OF EASTON (L)	Ad Taker:
Address: PO Box 520	Sales Person:
EASTON, MD 21601	Words:
	Lines:
Telephone: (410) 822-2525	Agate Lines:
Email:	Depth:
Description: Planning Comm Meeting	Inserts:
	Blind Box:

Other Charges:
Discount:
Surcharge:
Credits:
Bill Depth:

Total:
Paid Amount:
Amount Due:

CREDIT CARD DETAILS

PT	CT	CN	Number	Exp.	Amnt.

Publication	Start	Stop	Inserts	Cost
The Star Democrat	11/01/23	11/01/23	1	

Ad Note:

Sign posted on October 31, 2023

Customer Note:

Planning Commission	
MEETING AGENDA	
Thursday, November 16, 2023 - 1:00 PM	
Council Chambers, Easton Town Office	
14 S. Harrison Street	
Please continue to check our website at:	
https://eastonmd.gov/128/Agendas-Minutes	
for agenda updates	
1.	Call to Order
2.	Approval of Minutes.
a.	Approval of the October 11, 2023 Comprehensive Plan Workshop Summary.
b.	Approval of the Decision Summary from the October 19, 2023 meeting.
3.	Old Business
a.	Applicant: Shore Health System / University of Maryland Medical System
File No.:	2023 - 1027
Location:	Longwoods Road, Parcel 0129
	Tax Map 017, Grid 023, Parcel 0129,
	Lot 3/5
Zoning District:	R01
Nature of Request:	Architectural approval for a proposed medical center with additional landscaping, screening, and associated connectivity for all emergency access points.
4.	New Business
a.	Applicant: Piquin Design
File No.:	2023 - 1032
Location:	122 S. Washington Street
	Tax Map 104, Grid 000, Parcel 1987 & 1988
Zoning District:	C2
Nature of Request:	Sketch Site Plan approval for a proposed Live-work building with first floor retail, and six (6) residential units on the second and third floors. The Historic District Commission previously granted a Certificate of Appropriateness for demolition of the existing structures and new construction.
5.	Discussion Item
a.	Continue discussion of the Comprehensive Plan Update.
b.	Zoning Requirements for Adult-Use Cannabis Dispensaries.
6.	Adjournment.
3038442 SD 11/1/2023	



(Ocean Gateway)

We Appreciate Your Business!
Thank You Joanne Drummer!



TOWN OF EASTON
PLANNING & ZONING
14 S Harrison Street, Easton MD 21601

Date of Hearing: November 16, 2023

4a

**PLANNING COMMISSION
PUBLIC HEARING
STAFF REPORT**

SUBJECT: 123 South Washington Street

ELECTION WARD: Ward 4

CRITICAL ACTION DATE: At the pleasure of the Commission

STAFF CONTACTS: Joseph Mayer, Plan Reviewer
Miguel Salinas, Director of Planning and Zoning

APPLICANT: Brett Ewing, Lane Engineering LLC

DOCUMENT CREATED ON: November 8, 2023

PURPOSE: The applicant is seeking site plan approval from the Planning Commission to construct a 11,400 square foot (SF) building shown as a three-story Live/Work Building (1st floor commercial with six residential units above). Other improvements include fifteen (15) parking spaces, drive aisle and associated improvements.

RECOMMENDATION: Staff supports Planning Commission approval of the proposed site plan.

APPLICATION INFORMATION:	
APPLICANT: Lane Engineering LLC: Brett Ewing	REPRESENTATIVE: Lane Engineering LLC: Brett Ewing Paquin Design/Build % Brent Paquin
PARCELS/ACREAGE:	
Parcel Information	Acreage
Map 104, Grid 0000, Parcels 1987 & 1988	0.48 Ac.
ACCEPTANCE DATE: November 3, 2023	
LOCATION: 123 South Washington Street	
EXISTING ZONING CB PUD Infill Boundary PRD Boundary Historic District	EXISTING LAND USE: Vacant Commercial Building
HISTORIC DISTRICT: Applicable	FUTURE LAND USE MAP: Commercial

CONTEXT:

Location/Site Access – The subject property is located along South Washington Street, fronting on the West side of the road, at the intersection of Washington and Vine Streets.

Existing Conditions – The subject property is currently improved with a 3,800 square foot (SF) +/- vacant building.

Surrounding Properties

- 121 S. Washington Street - CB
- 114 S. Washington Street - CB
- 219 S. Washington Street - R7A
- 20 Vine Street - CB
- 124 S. West Street - CB
- 122 S. West Street - CB
- 116 S. West Street - CB

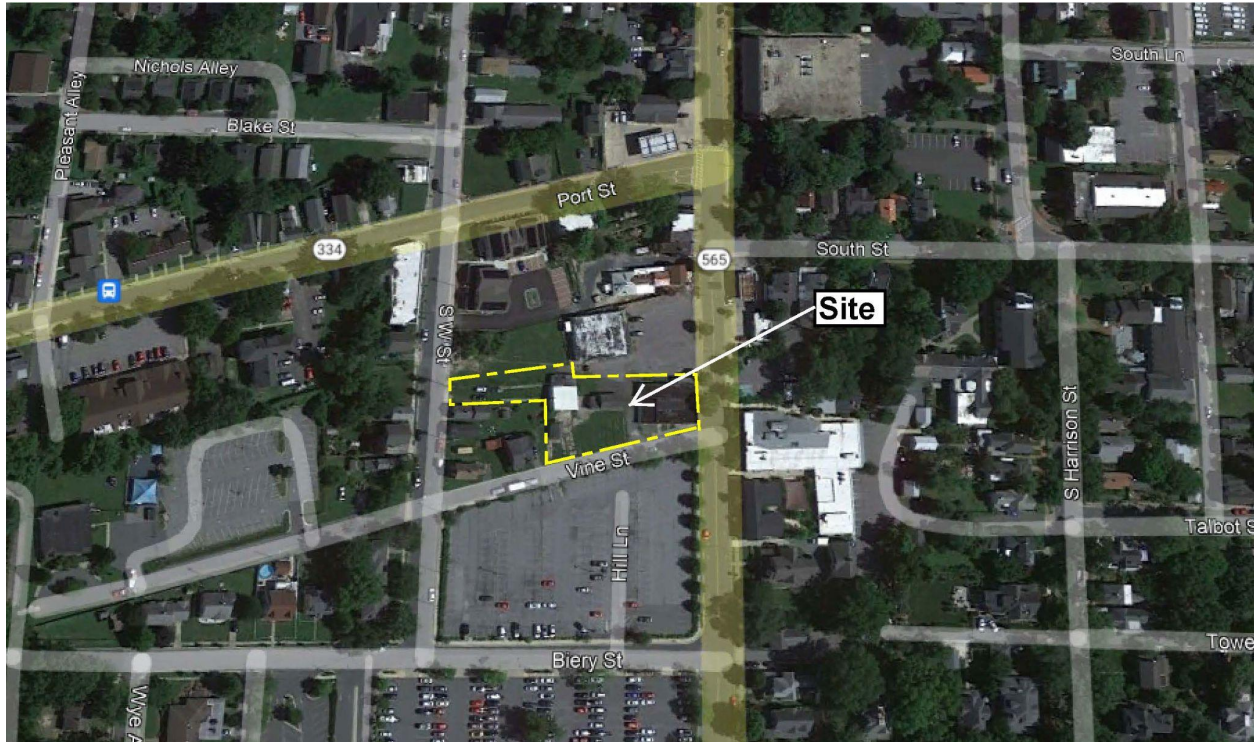


Figure 1: Vicinity Map

PROPOSAL: The applicant is proposing to construct a 11,400 (SF) building, with associated parking, stormwater management facilities and landscaping.

BACKGROUND: On September 25, 2023, the applicant received Historic District Commission’s Certificate of Appropriateness for the proposed architecture and demolition of the existing single-story. The applicant submitted an application to the Easton Staff Development Review Committee on October 25, 2023.

ZONING ANALYSIS:

A. Permissible Land Uses

28-201 table 2.1 (6)608

CB

608	Live-Work Unit	--	SE	SE	SE	P	P	SE	—	--		
-----	----------------	----	----	----	----	---	---	----	---	----	--	--

Analysis –The proposed project is presented and described by the Applicant as a three-story Live/Work Building (1st floor commercial with six residential units above). The Applicant proposes a 11,400 SF building. The project is categorized as a “Live-Work Unit”. The proposed use is permitted within Table 2.1 Table of Permissible Uses. For the purpose of parking calculations, the use is considered a “Live-Work Space”. The use or uses for the ground floor have not been identified. However off-street parking is not required for uses within the CB District.

B. Off-Street Parking

28-1001.3 Parking Requirements

	Use/Activity	Minimum Vehicle Spaces	Maximum Vehicle Spaces	Minimum Bicycle Spaces	Notes
	Commercial				
23	Live-Work Space	Ground floor as required plus 1 space per residence.	Ground floor as required plus 2 spaces per residence.	-	

Total Site Parking Required:

Use/Activity #23: 1 Space per residence (unit); 6 Spaces Required- Minimum
 2 Space per residence (unit); 12 Spaces Required- Maximum

Analysis - The applicant has proposed fifteen (15) off-street parking spaces. The additional parking spaces, whether it's based on the minimum or maximum residential spaces, will provide a convenience to the operation of the ground floor commercial units. In addition there's on-street parking along S. Washington Street on both sides of the right-of-way. The applicant believes the proposed parking is adequate to support the proposed residential and commercial uses. In addition, off-street parking is not required for uses within the Central Business Commercial zoning district.

C. Central Business Commercial District Development Standards

Table 1. Development Standards		
CB Zoning District	Standard	Proposed
Setbacks	Front = a. in previously developed areas in the CB commercial zone the existing or established front building line of that block; b. all buildings hereafter constructed in areas without an established front building line in that block shall be setback twenty-five (25) feet from the front property line Side = none Rear = a. in previously developed areas in the CB commercial zone the existing or established rear building line of that block;	Front = 0.4/0.2 feet Side = 3 feet Rear – 126 feet

	b. all buildings hereafter constructed in areas without an established rear building line in that block shall be setback fifteen (15) feet from the rear property line.	
Lot Size (min.)	Not less than 5,000 square feet	20,917 square feet
Lot Frontage (min.)	30 feet	63.75 & 203 feet
Building Envelope (min.)	20 feet x 30 feet	183 feet X 158 feet
Lot Coverage (max.)	90% (Lot Area)	48% (Lot Area)
Lot dimensions	Depth of at least sixty (60) feet.	188 feet
Height (max.)	60 feet	42 feet +/-

§ 305.2 of the Zoning Ordinance states that development within the Central Business Commercial District shall also meet these additional requirements:

- ***Building structure size – not to exceed twenty-five thousand (25,000) square feet of gross floor area, except by Special exception.***
- ***Maximum density shall be seven (7) dwelling units per acre for single-family dwellings, sixteen (16) dwelling units per acre for multifamily dwellings, or as specified in Section 28-1007.1 for Middle Housing Types.***
- ***All on-site lighting unless approved otherwise by the Planning and Zoning Commission shall be low cut-off shielded luminaries at 18’ height and light shall not shine off-site at levels greater than 1-foot candle.***
- ***All off-street loading and unloading areas shall be screened from view by permanent, decorative screens or natural plantings, a minimum of eight (8) feet in height, as per the requirements of Section 28 – 1014 of this Ordinance.***

Analysis - The site falls under the CB - Central Business Commercial District Area and meets the 28-305 Development Standards.

D. Forest Conservation

The Easton Forest Conservation Requirements of the Town Code, Article III, § 31-3.1 Relevance, states that the requirements are applicable to any person making application for a subdivision, project plan, grading, or sediment and erosion control approval on units of land 40,000 square feet or greater after the effective date of the Ordinance.

Analysis - The overall site is 0.48 acres or 20,917 square feet. Per the *Easton Forest Conservation Ordinance #718, Article III, § 31-3.1*, the site is under 40,000 square feet and is exempt from applying for a Forest Conservation Application.

POLICY ANALYSIS:

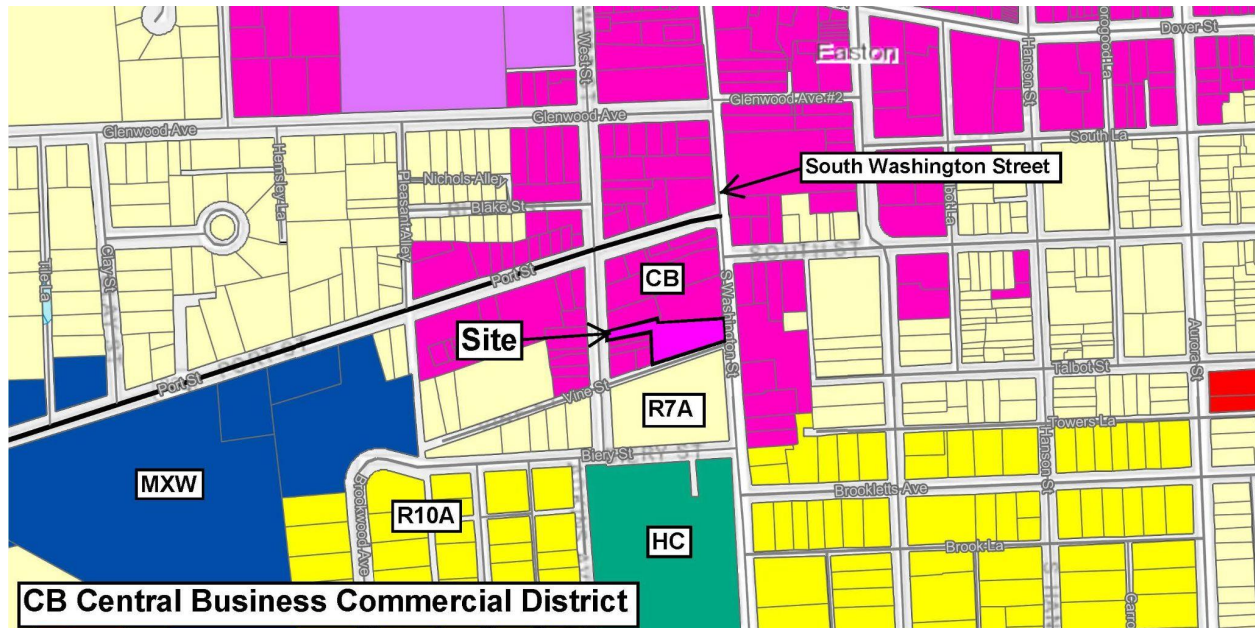


Figure 2: Zoning Map

Section 28-901.2.G of the Town Code states that the submission of a site plan for a proposed use or development activity shall not be approved unless it meets the factors below:

1. The site plan meets the design principles and standards and required improvements set forth in this Ordinance, the Town Comprehensive Plan, the Town of Easton Subdivision Regulations, and other ordinances, regulations, and policies established by the Town of Easton.

Analysis -

Town of Easton 2010 Comprehensive Plan Design Principles (Principle #1) Integrated uses are desirable- Applicant's response: *This development proposal provides an appropriate location for commercial uses and walkable residential apartments within the Town of Easton's Central Business District.*

(Principle #2) Natural features should determine design – Applicant's response: *No compelling natural features; site layout orientated to enhance the current streetscape.*

Staff notes that there are no compelling natural features on site.

(Principle #3) Automobiles should not determine design – Applicant's response: *Parking for commercial patrons and residential units provided to the rear of the building.*

Staff notes that the applicant has provided adequate off-street parking and it should be noted that there's on-street parking along South Washington Street as well as off-street public parking in reasonably close proximity.

(Principle #4) Ample Open Space should be provided within & around neighborhoods – *Applicant's response: Usable open space not applicable in the CB District. Location provides access to public pedestrian connections.*

Staff notes that open space is not applicable.

(Principle #5) Architecture should respect Easton's Historical Development – *Applicant's response: This project received Historic District Approval on 9/25/23.*

(Principle #6) Signs should inform but not dominate – *Applicant's response: Signage, simple and per code.*

Staff notes that any proposed monument sign will require a Signage Application to be submitted prior to installation. Signs should inform but not dominate the area.

(Principle #7) Neighborhoods should contain a diversity of housing types – *Applicant's response: The proposed live/work building shall offer a unique and diverse opportunity which is consistent with the land use mix that currently exists within the Town of Easton's Central Business Commercial District.*

Staff notes that the live/work use offers a diverse housing type.

(Principle #8) Residential neighborhoods should be interesting places – *Applicant's response: Not applicable to this application.*

(Principle #9) Neighborhoods should connect – *Applicant's response: Not specifically applicable to this application. Sidewalks to be extended along property frontage.*

2. The site plan avoids or minimizes adverse impacts upon features (whether on-site or off-site) of historical, cultural or ecological significance.

Analysis - The proposed site is within the Historic District and has received architectural approval from the Historic District on September 25, 2023. The site is not within the Critical Area. This project would provide six residential units above a commercial first floor with improved amenities; adequate parking, stormwater management facilities and landscaping.

3. The proposed use or development activity will not substantially increase traffic hazards due to traffic generated by the proposed use, the location of curb cuts or the layout of internal traffic circulation.

Analysis - The proposed use and activity will not increase traffic hazards in the surrounding area. Adequate off-street parking is provided.

4. The site plan and the proposed use or uses do not cause any adverse impact upon the health or safety of persons residing or working in the area surrounding the site or upon the character of the neighborhood surrounding the site; and

Analysis - There would be no adverse impacts. The existing property is located within a Central Business Commercial Zoned District. Proposed use would provide a live-work use with associated parking, stormwater management facilities and landscaping.

5. The site plan improves the water quality of the Chesapeake Bay or its tributaries.

Analysis - The proposed site would meet required design practices for stormwater management.

RECOMMENDED CONDITION:

Staff has no recommended condition.

DRAFT MOTIONS:

1. I move that the Planning Commission approve the sketch site plan as submitted.

OR

2. I move that the Planning Commission table the application to the December 21st Commission meeting for further discussion.

OR

3. I move an alternate motion.

ATTACHMENTS:

1. 2023.07.23 Elevations 123 South Washington, paper copy & PDF
2. 2023.09.25 Historic District Commission COA, paper copy & PDF
3. 2023.10.04 Site Plan Application, paper copy & PDF
4. 2023.10.24 ESDR Determination & Application, paper copy & PDF
5. 2023.10.30 Rendering Paquin Design Build, paper copy & PDF
6. 2023.10.26 Sketch Site Plan, paper copy & PDF
7. 2023.10.27 Planning Commission Concept Use and Design, paper copy & PDF



Town of Easton
Planning and Zoning
14 S. Harrison Street Easton, MD 21601 410-822-1943
HISTORIC DISTRICT COMMISSION
CERTIFICATE OF APPROPRIATENESS

Meeting Date: 9/25/2023
Application Number: 2023-1032
Location: 123 S Washington Street
Applicant: McAllister, DeTar, Showalter, and Walker LLC.

Request: The applicant is proposing to demolish an existing single-story, noncontributing commercial structure. Following demolition, a three-story mixed-use structure consisting of first floor retail, and apartment units on the second and third floors will be constructed.

Commissioner Bateman moved to approve the request with the condition that the siding shall be smooth Hardie Plank.

Commissioner Stuart seconded the motion.

FOR: 4 - Demby, Brophy, Bateman, Stuart

If the scope of work changes and or the materials and methods used are contrary to that understood by the application and any supplemental information provided, the work shall not continue until such time that the Commission is notified and said differences are considered and approved by the Commission.

"A Certificate of Appropriateness shall lapse upon the expiration of the corresponding Building Permit. For applications that require a building permit but for which none is issued, this Certificate of Appropriateness shall lapse six (6) months after issuance. In the event a building permit is not required, the Certificate of Appropriateness shall lapse six (6) months from its issuance if substantial work is not underway. For good cause shown, this period may be extended by the Commission".

Prior to start of work please contact the Building Inspection Department at 410 822 2525 to ensure all required building permits have been obtained. Also, please reach out to the Building Inspection department to ensure your project complies with the Town of Easton's building codes.

Nicholas Johnson
Representative, Historic District Commission

10/10/2023
Date



TOWN OF EASTON

Planning & Zoning Department

14 South Harrison Street

P.O. Box 520

Easton, Maryland 21601

Easton Staff Development Review Worksheet

Date: October 26, 2023

Project: 123 South Washington Street

To: Mr. Brett Ewing - Lane Engineering, LLC.

Mr. Brent Paquin – Paquin Design

The Easton Staff Development Review (ESDR) Committee meeting was held on October 24th at 11:00 am. Staff reviewed the Site Sketch Plan for the proposed building with commercial on the first floor and six residential units above on the property located at 123 South Washington Street, also known as Tax Map 104, Parcel 1987 & 1988.

The project will need to address all agency comments as specified in the attached review letters and at ESDR. Specific areas discussed at the meeting included providing an updated Stormwater Management plan to include flow arrows and a revised landscape plant list with native species. Also, describe within the Site Notes that the proposed designated use per the Town's Zoning Ordinance and in conjunction with the Building Inspection Divisions adherence to the International Building Codes (IBC). In addition, add a statement to the parking calculations that clarifies the adequacy of the proposed spaces relative to the proposed use.

The Committee determined that the application may be scheduled for Planning Commission review pending the revised Stormwater Management Plan and Site Plan. Please address all comments and submit documents.

The next Planning Commission meeting is scheduled for **Thursday, November 16th, 2023 at 1:00 pm.** Submit all documentation to the Planning and Zoning Department no later than Monday, **October 30th.** Files for presentation at the Planning Commission need to be provided on a flash drive. In addition, provide a digital submittal (via email) of the Planning Commission Application and its supporting documents, including **eight paper copies.**

Based on the ESDR sketch plan submission, the Staff did not identify constraints which require action by the Board of Zoning Appeals.

Please contact the Planning & Zoning Department at 410 822-1943 with any questions.

Sincerely,

Joseph A. Mayer

Plan Reviewer - Planning and Zoning



TOWN OF EASTON PLANNING & ZONING DEPARTMENT

P.O. Box 520
Easton, Maryland 21601
410-822-1943
www.EastonMD.gov

DATE: October 17, 2023
TO: Brett Ewing – Lane Engineering, LLC
Brent Paquin - Paquin Design/Build
Owner - Henry Capital Easton, LLC
Cc: Miguel Salinas – Director of Planning & Zoning Department
Rick Van Emburgh – Town Engineer, Department of Engineering
FROM: Joseph A. Mayer - Plan Reviewer, Planning & Zoning Department
SUBJECT: 123 South Washington Street

We reviewed the **October 4, 2023** Sketch Site Plan Submittal for the Subject Project and have the following comments:

PLANNING & ZONING COMMENTS

Sketch Site Plan Review #1

1. Label all existing road paving widths on all plan views. In addition, show the entire existing road width of South Washington Street and label road name on sheet 1 of 2.
2. Show and label all existing and proposed utilities with sizes.
3. Please show adjacent property owners on South Washington Street.
4. Show the applied building restriction lines on the site plan.
5. Revise Site Notes on the Sketch Site Plan to indicate the proposed building envelope size.
6. Describe within the Site Notes the proposed designated use per the Town's Zoning Ordinance and in conjunction with the Building Inspection Divisions adherence to the International Building Codes (IBC).
7. Provide the maximum and proposed density per acre onto the Site Notes.
8. Indicate that the proposed ADA space is designed for a "van accessible" parking space.
9. Add a statement to the parking calculations that clarifies the adequacy of the proposed

spaces relative to the proposed use.

10. Revise Site Data shown on sheet 1 of 2 to include the applicant obtaining a Demolition Permit prior to removing existing structures and a Application for Fence prior to installation.
11. Describe Historic District's Certificate of Motion and indicate expiration date.
12. Provide adequate building facade plantings on the west side of the building. Include general location and description of all proposed landscaping.
13. Dimension the offset distances from the proposed building to all property lines.
14. Revise Site Notes indicating that Forest Conservation is not required. Provide a brief description.
15. Show zoning district boundaries on the Vicinity Map.

Plan Review Status

IMPROVEMENT PLAN REVIEW			Comments
Plans Approved	☐ Y	☒ N	Please review the comments above. Revise and resubmit.

Forest Stand Delineation & Forest Conservation Plan		
☐ Required ☐ Submitted ☐ Approved		The overall site is 0.48 acres or 20,917 square feet. Per the <i>Easton Forest Conservation Ordinance #718, Article III, § 31-3.1</i>, the site is under 40,000 square feet and is exempt from applying for a Forest Conservation Application. In addition the site would also be categorized under <i>Article III, § 31-3.2, Exemptions O. An activity on a previously developed area covered by impervious surface and located in the priority funding area.</i>
Other		
☒ Required ☐ Submitted ☐ Approved		<u>IMPACT FEES</u> Please note, there will be a required Impact Fee for all proposed units. The Town's Impact Fees and Inspection Fees are to be paid upon the time you pick up your Building Permit. Please provide building square footage with appropriate use for calculation of Impact Fee. Talbot County Impact Fees are due prior to obtaining your Building Permit. Please provide receipt of payment to the Town's Building Inspection Division. Please add estimated Town Impact Fee calculations to cover sheet and add note below calculations; <i>"Note: The Impact Fee indicated in this notation shall not be constructed as vested and until submission of the building application."</i> <u>Line Abandonment Plat</u> Plat KMD 89/93 recorded on June 21, 2021.

Please contact me if you have any questions. Thank you.



TOWN OF
EASTON
ENGINEERING DEPARTMENT

DATE: October 25, 2023
TO: Brett Ewing - Lane Engineering
cc: Sierra Clem - Town of Easton Engineering Department
FROM: Rick Van Emburgh, P.E. – Town Engineer
SUBJECT: 123 S Washington Street
Sketch Site Plan Review

I reviewed the application for the subject project received on October 5, 2023.

Sketch Site Plan

The Sketch Site Plan is **Acceptable** to the Engineering Department.

Stormwater Management

The Sketch Stormwater Management Plan is **Approved with the following conditions:**

1. The SWM Report indicates the SWM is a Bio-Swale but plan indicates Micro-Bioretenction. Please clarify.
2. Show a Flow Arrow on the plan indicating the flow direction of the proposed Micro-Bioretenction outfall toward West Street.

Please address the comments above and submit a Preliminary Stormwater Management Plan.

Please contact me if you have any questions. Thank you.



Easton Utilities Commission

Plan Review Comments

Date: Tuesday, October 24, 2023

To: Joe Mayer; Nicholas Johnson; Sierra Clem

From: Kia Gibbs on behalf of Aaron Goller, PE

Re: 123 S. Washington Street

No. of Pages: 1

Phase: Sketch Site Plan

Review Type: Preliminary

SUBM: 1

Status: Approved as Noted

Easton Utilities Commission has reviewed the above referenced plans and have provided the following comments. Please provide your corrections as listed below. Additional reviews will be required to ensure comments have been addressed. Items or documents not provided on initial submission will be subject to further review. Please contact Kia Gibbs, Admin Support at kgibbs@eucmail.com should you have any questions.

ITEM:	DRAWING / PAGE	COMMENTS:
1	General	Contact EUC for electric design
2	General	Gas available
3	General	Install 2" conduit for CATV/FIBER
4	General	Capital charges will be assessed for property
5	General	Show existing utilities
6	General	Side and front yard easements required for Lot Line adjustments



TOWN OF EASTON
PO Box 520
Easton, Maryland 21601
(410)-822-2526 Fax (410)-822-8738
Office of Building Inspection.



ESDR- Building Inspection and Permit Department Comments

Date: October 19, 2023

Project; Three Story Mixed Use Building

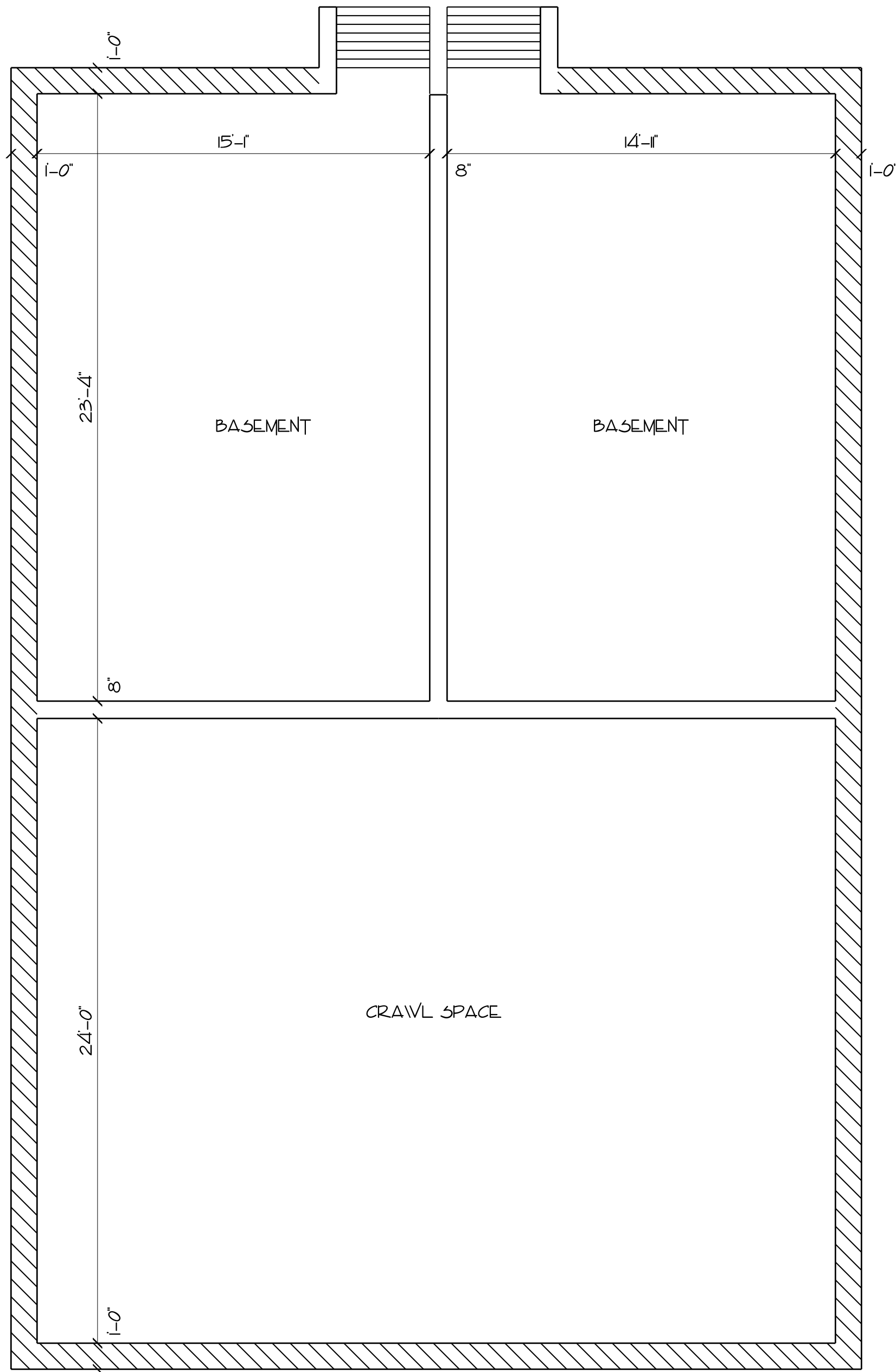
Address: 123 South Washington Street - Easton, Maryland 21601

Owner: BBG, LLC 9 Federal Street - Easton, Maryland 21601

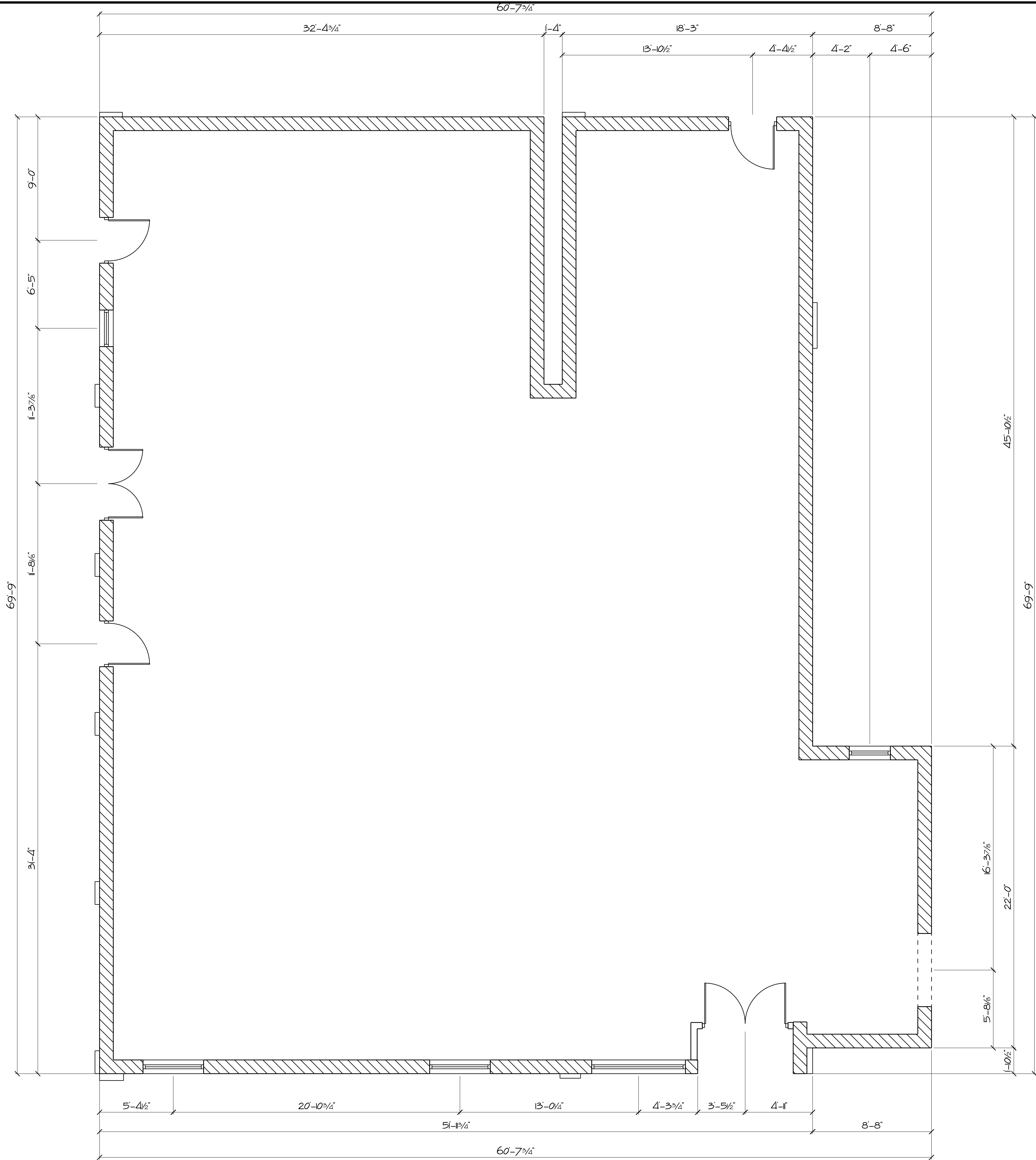
A Town of Easton Building Permit is required for all new construction.

1. Contact this Department and verify current Building Codes including the Town of Easton's modifications prior to preparation of Building plans.
2. The following lists items required on the construction drawings in order to apply for a Building Permit.
 - Construction Documents (3 sets) for new construction will be required. Documents must be prepared by a licensed Maryland Registered Architect, with original plans signed and sealed. A code analysis completed by the Architect must include, classification (use group), construction type, and occupant loads. Other items that must be addressed by the construction documents will be structural strength, means of egress (include travel distance), facilities, stability, sanitation, light and ventilation, energy conservation and safety to life and property from **fire** and other hazards attributed to the built environment, **Accessibility**, and other safety requirements for public access.
 - All mechanical, electrical, and plumbing permits as required must include construction documents signed and sealed by a professional engineer and by a responsible party for the contractor receiving the permit. Be sure the Town of Easton modifications are included. Section 6-16 of the Town Code.
 - The Town of Easton, in accordance with the International Building Code Chapter 17, establishes a building inspections procedure that utilizes qualified, third-party professionals in addition to the Town's Building Inspectors. A copy of this can be found on the Town's Web Site. The purpose of this document is to establish the policy and guidelines for the construction process in accordance with the Building Code requirements and to:
 - Define the responsibility of all parties.
 - Standardize code application.
 - Provide for an orderly and systematic approach for updating standards that apply to the Special Inspections.
 - Set forth a guideline for Special Inspections.

3. **State Fire Marshal, (410-822-7609)** Approved plan review and inspections are required. It is your responsibility to contact them and make application.
4. **Talbot County Health Department, (410-770-6886)** Commercial Kitchens and Restaurants if allowed should check for any special requirements. Plan review and inspections are required. It is your responsibility to contact them and make application.



LOWER LEVEL PLAN
784 SQ. FT. SCALE: 1/4" = 1'-0"



FIRST FLOOR PLAN
3765 SQ. FT. SCALE: 1/4" = 1'-0"

REVISIONS:	

123 S. Washington Street
Easton, MD

Existing Floor Plans

SCALE:
1/4" = 1'-0"
DATE:
12-16-20

EX-1

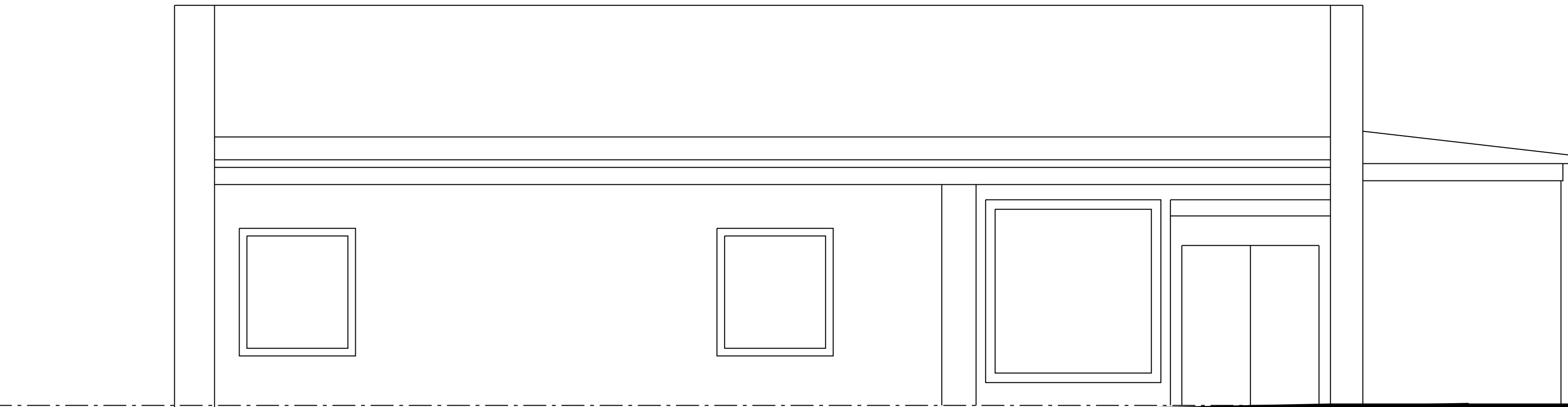
PAQUIN DESIGN/BUILD

RESIDENTIAL DRAFTING & DESIGN SERVICE

B

P

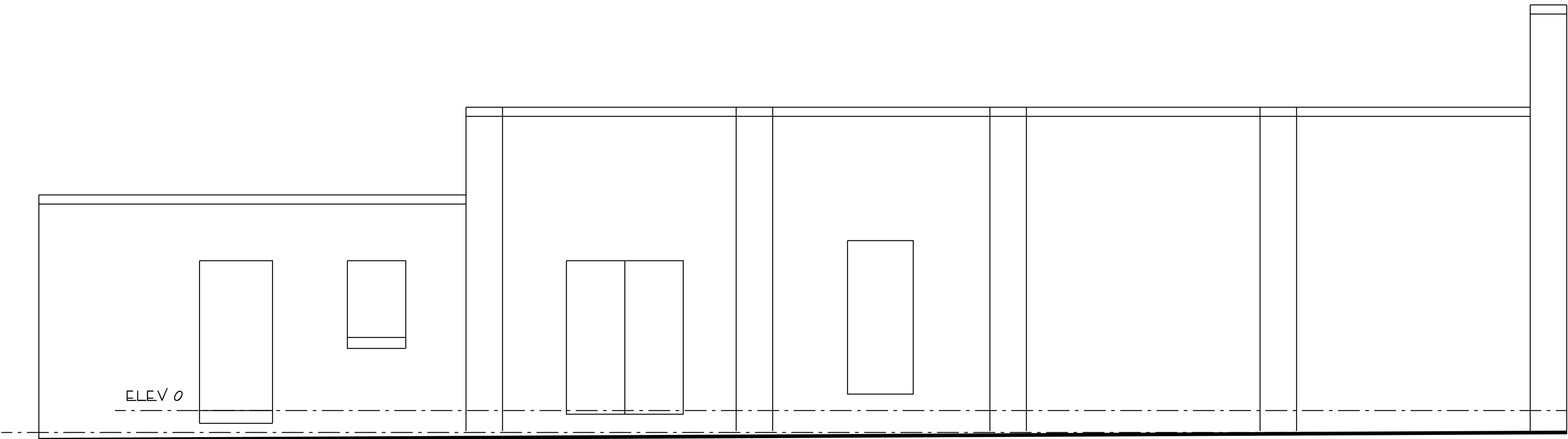
500A Saddler Road, Grasonville, Maryland 21638
PHONE: 410-643-7811 E-MAIL: Brent@PaquinDesignBuild.com



ELEV 0

STREET SIDE ELEVATION

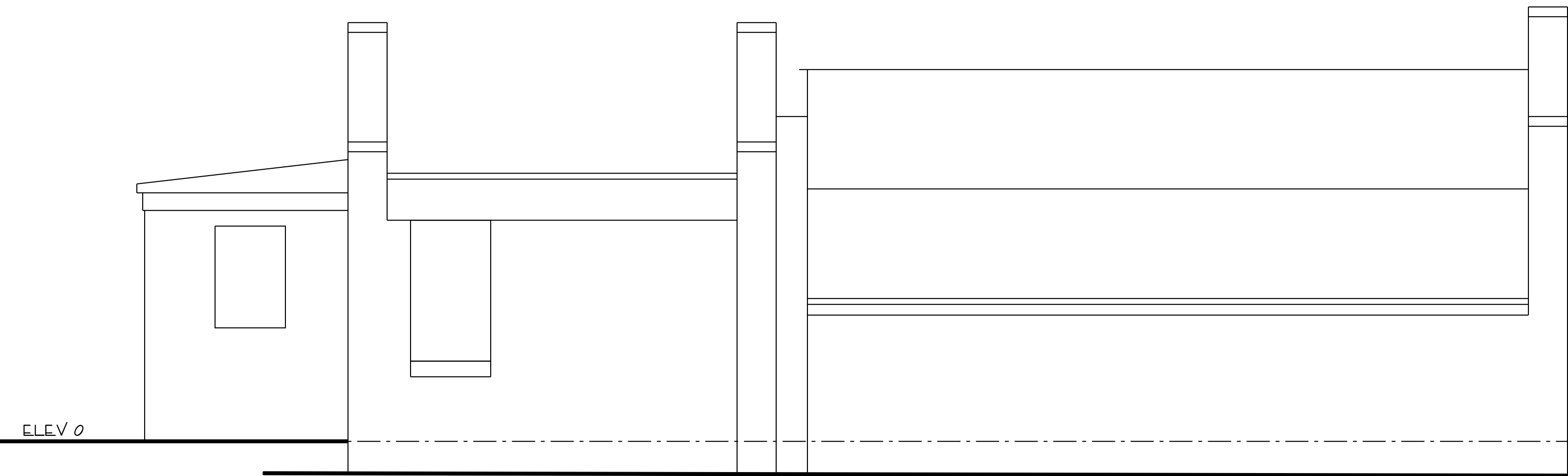
SCALE: 1/4" = 1'-0"



ELEV 0

LEFT SIDE ELEVATION

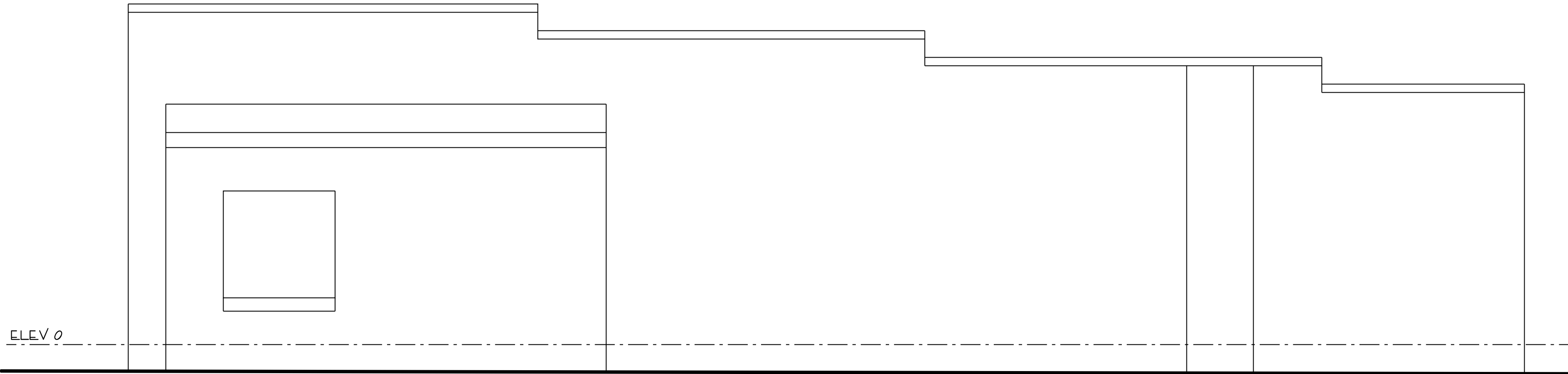
SCALE: 1/4" = 1'-0"



ELEV 0

REAR ELEVATION

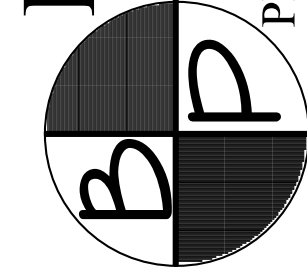
SCALE: 1/4" = 1'-0"



ELEV 0

RIGHT SIDE ELEVATION

SCALE: 1/4" = 1'-0"



PAQUIN DESIGN/BUILD
RESIDENTIAL DRAFTING & DESIGN SERVICE

500A Saddle Road, Grasonville, Maryland 21638
PHONE: 410-643-7811 E-MAIL: Brent@PaquinDesignBuild.com

REVISIONS:

123 S. Washington Street
Easton, MD

Existing Elevations

SCALE:
1/4" = 1'-0"

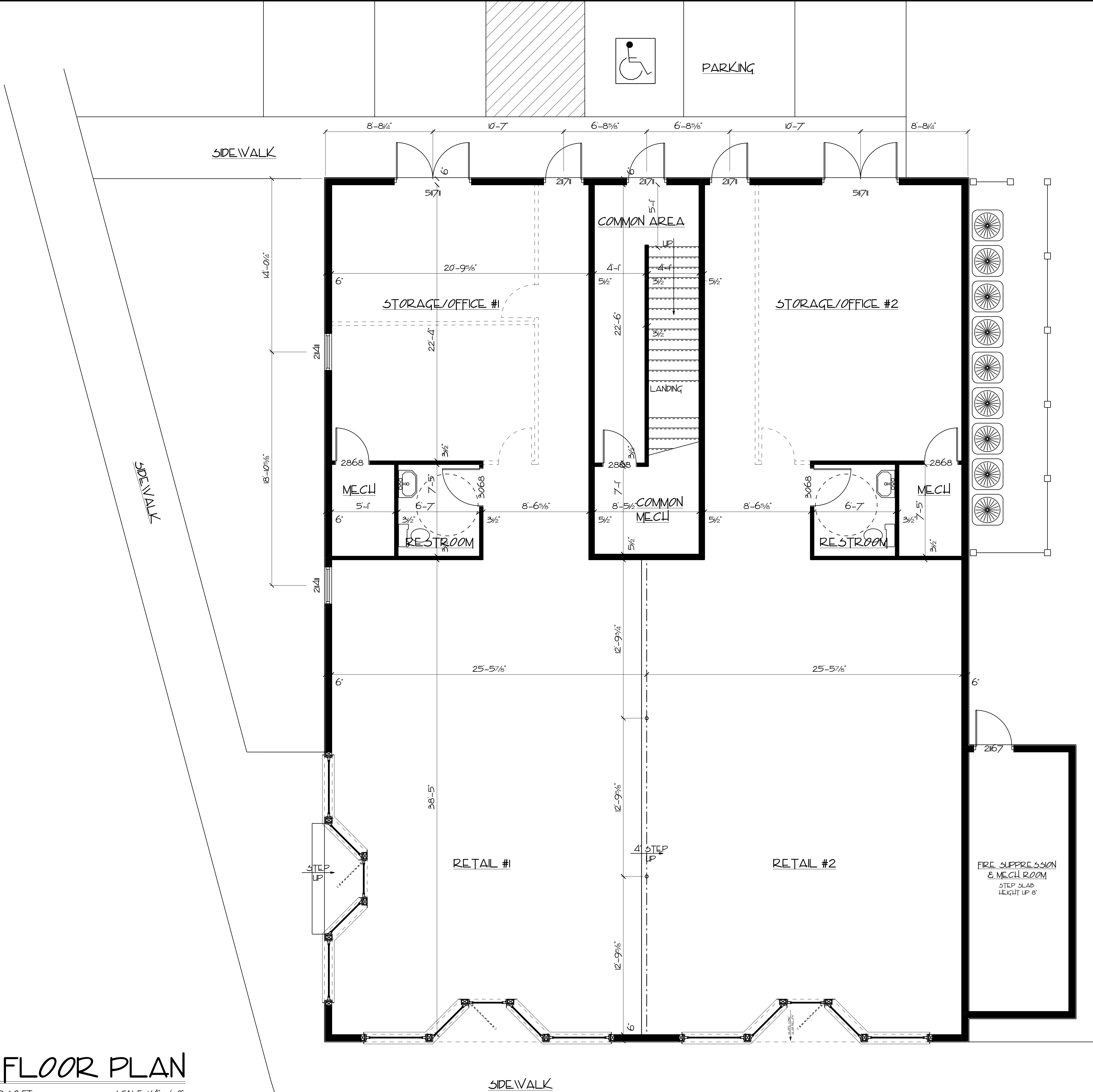
DATE:
12-16-20

EX-2

FIRST FLOOR PLAN

TOTAL RETAIL: 3,369 SQ. FT.
COMMON AREA: 257 SQ. FT.
FIRE SUPPRESSION: 191 SQ. FT.

SCALE: 1/4" = 1'-0"



REVISIONS:	

123 S. Washington Street
Easton, MD

Proposed
First Floor Plan

SCALE:
1/4" = 1'-0"

DATE:
7-17-23

A-1

PAQUIN DESIGN/BUILD

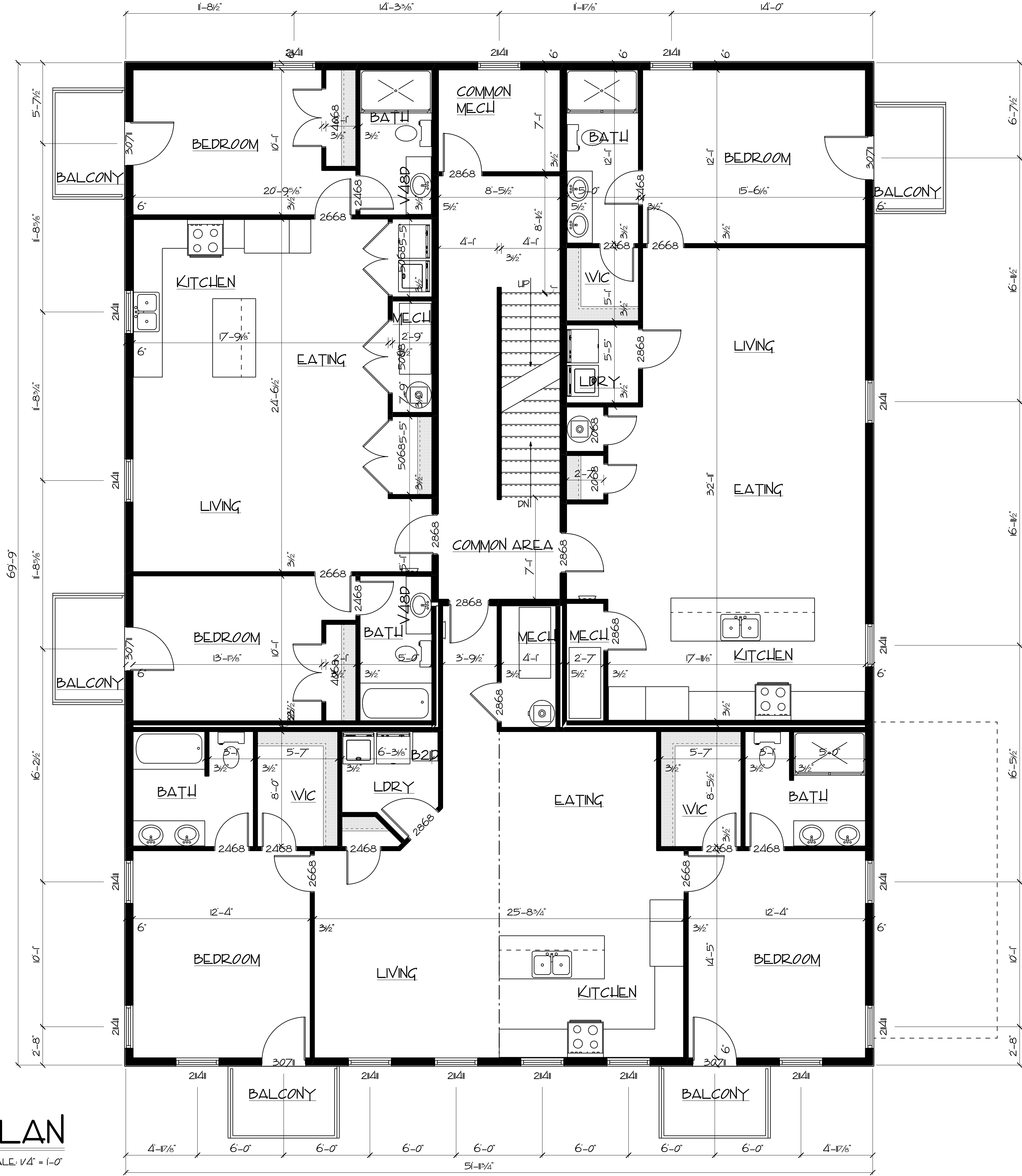
RESIDENTIAL DRAFTING & DESIGN SERVICE

500A Saddle Road, Grasonville, Maryland 21638
PHONE: 410-643-7811 E-MAIL: Brent@PaquinDesignBuild.com

SECOND FLOOR PLAN

SMALL 2 BED APART: 1003 SQ. FT.
1 BEDROOM APART: 1003 SQ. FT.
LARGE 2 BED APART: 1297 SQ. FT.
COMMON AREA: 316 SQ. FT.

SCALE: 1/4" = 1'-0"



REVISIONS:

123 S. Washington Street
Easton, MD

Proposed
Second Floor Plan

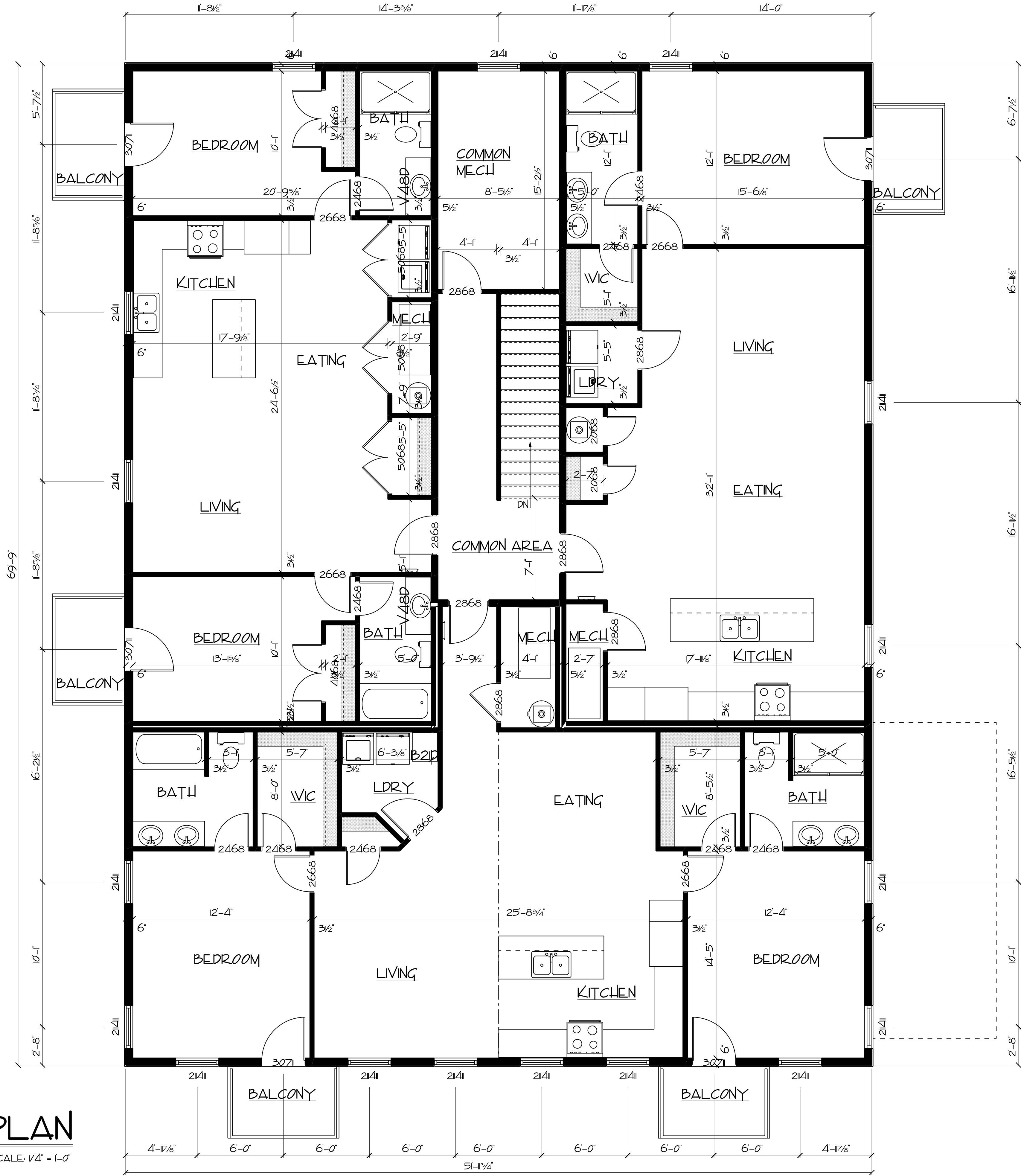
SCALE:
1/4" = 1'-0"
DATE:
7-17-23

A-2

THIRD FLOOR PLAN

SMALL 2 BED APART: 1003 SQ. FT.
1 BEDROOM APART: 1003 SQ. FT.
LARGE 2 BED APART: 1297 SQ. FT.
COMMON AREA: 316 SQ. FT.

SCALE: 1/4" = 1'-0"



PAQUIN DESIGN/BUILD
RESIDENTIAL DRAFTING & DESIGN SERVICE

500A Saddle Road, Grasonville, Maryland 21638
PHONE: 410-643-7811 E-MAIL: Brent@PaquinDesignBuild.com

REVISIONS:	

123 S. Washington Street
Easton, MD

Proposed
Third Floor Plan

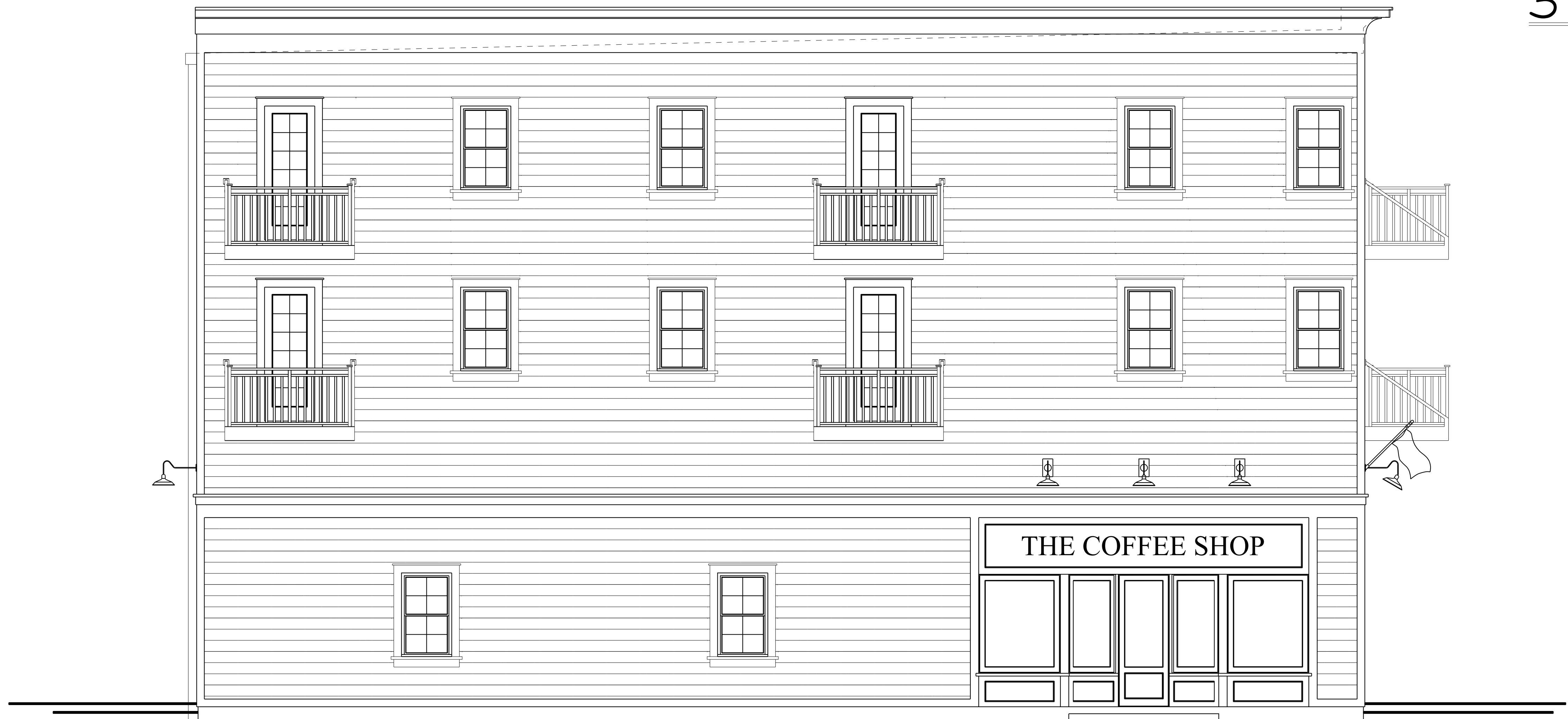
SCALE:
1/4" = 1'-0"

DATE:
7-17-23

A-3



STREET SIDE ELEVATION
SCALE: 1/4" = 1'-0"



LEFT SIDE ELEVATION
SCALE: 1/4" = 1'-0"

REVISIONS:	

123 S. Washington Street
Easton, MD

Proposed
Elevations

SCALE:
1/4" = 1'-0"

DATE:
7-17-23

A-4

**Town of Easton**

Engineering, Planning and Zoning

14 South Harrison Street, Easton, MD 21601

RECEIVED
OCT 04 2023
TOWN OF EASTON

Site Plan, PUD, Planned Healthcare Application**Application Type**Planned Unit Development ☐Amendment ☐Health Care (HC) ☐Site Plan ☒**Subdivision Information**

Name

Original Property Size

Telephone No. Email

Site Plan Information

Property Size

Structure's Floor Area

Area of Disturbance

Property Information

Address

Tax Map

Deed Reference:

Plat Reference:

Base Zoning District ☒ ☐ ☐ ☐ ☐ ☐ ☒

Source of Electricity

Owner

Name

Mailing Address

Telephone No. Email

Applicant or Agent

Name

Mailing Address

Telephone No. Email

Surveyor / Engineer

Name

Mailing Address

Telephone No. Email

Any modifications during review shall warrant an updated application.

I hereby certify that I have reviewed and satisfied the Town of Easton Development Standards and that submission of an incomplete application will be returned for correction prior to processing.

Signature of Applicant or Agent

Date

10/3/23

Printed Name of Applicant or Agent

Brett Ewing

For Office Use Only

Planning Commission Required	Y ☒ N ☐
Planning Commission Meeting Date	11/16/2023
Sketch Approval Date	Project No. HD 23-109 / ESDR 23-21
Prelim/Dev. Approval Date	Application No. 2023-1032
Final Approval Date	Sketch Fee Paid 10/09/2023
Recordation Date	Develop. Fee Paid

Revised 02-2019

Page 64 of 8

BUFFER YARDS: NONE REQUIRED

● IRON ROD FOUND
 ○ COMPUTED POINT
 ■ CONCRETE MONUMENT FOUND
 ☼ LAMP POLE

LANDSCAPE REQUIREMENTS SUMMARY PER ZONING ORDINANCE:

ON-SITE LANDSCAPE REQUIREMENTS PER 28-1014.6.D.

1. AT A MINIMUM 1 TREE/750 SF OF BUILDING FOOTPRINT (3,838 SF) = 5 TREES REQUIRED

PARKING HEDGE: EVERGREEN SHRUB HEDGE REQUIRED AS SHOWN TO SCREEN PARKING LOT

BUFFERYARDS: NONE REQUIRED

LEGEND:

- 8' HEIGHT MINIMUM EVERGREEN TREES (WHITE PINE, SPRUCE, AMERICAN ARBORVITAE, HOLLY, LOBLOLLY TYPES)
- SHRUBS/ SHRUB MASS, OR GROUND COVER
- STORMWATER MANAGEMENT ESD LANDSCAPING MASS / PERENNIAL MIX WITH SHRUBS AND GRASSES

PROPOSED 3-STORY LIVE/ WORK BUILDING (FOOTPRINT: 3,800 SF±) (1ST FLOOR COMMERCIAL W/ RESIDENTIAL UNITS ABOVE)

PROPOSED OUTDOOR HVAC UNITS (TYPICAL OF 9)

8' TALL PRIVACY FENCE (TYPICAL ON NORTH & WEST SIDE OF PROPERTY)

10' X 9' DUMPSTER PAD & ENCLOSURE W/ GATE

EVERGREEN TYPE TREE (TYPICAL)

CANOPY TYPE TREE (TYPICAL)

PROPOSED STORMWATER MANAGEMENT ESD FEATURE

PROPOSED 5' WIDE SIDEWALK (TYPICAL)

PROPOSED CONCRETE ENTRANCE PER TOE DETAIL (TOE-R-4.01)

25' VIEW TRIANGLE

25' BRL

15' BRL (BUILDING RESTRICTION LINE)

9 SPACES

6 SPACES

9' TYPICAL

18' TYPICAL

28'

WASHINGTON STREET

VINE STREET

ZONING CB

ZONING R7A

TAX MAP 104, PARCEL 1986 121 SOUTH WASHINGTON, LLC DEED: 2397/339

TAX MAP 104, PARCEL 1994 KYOM Y1 DEED: 832/590

TAX MAP 104, PARCEL 1992 TURNER REAL ESTATE, LLC DEED: 2021/16

TAX MAP 104, PARCEL 1991 WALTER E. CHASE, SR. DEED: 656/976

TAX MAP 104, PARCEL 1989 KENNETH W. CUNNINGHAM, TRUSTEE DEED: 1553/206

TAX MAP 104, PARCEL 2009 SHORE HEALTH SYSTEM DEED: 499/273

CONCRETE SIDEWALK

SHRUBS/PERENNIALS (TYPICAL)

10' 5' 0'

[illegible]

SEAL

STATE OF MARYLAND
BRITANNIA W. WILCOX
P. ENGINEER

By [Signature]

10-26-23

DATE

SCALE: AS NOTED	JOB No. 230302	ENGINEER
	FILE No. B998	DRAWING



Town of Easton
Engineering, Planning and Zoning
14 South Harrison Street, Easton, MD 21601

RECEIVED
OCT 27 2023
TOWN OF EASTON

Planning Commission Concept, Use, and Design Application

Site Information

Structure's Floor Area	3800 sf	Structure's Square Feet	3800
Area of Disturbance	3800	Number of Dwelling Units	
Property Size	Acres	Square Feet	20,917
Address	123 S. Washington Street Easton, MD 21601		
Tax Map	104	Grid	Parcel 1987 Lot
Zoning District	CB	Historic District	Y ☐ N ☒ PRD Y ☐ N ☐
Other Information			
Existing Use			

Owner

Name	Tim Faff		
Mailing Address	6481 Fairway Lane, Easton MD 21601		
Telephone No.	410-320-0934	E-mail	tim@builtwithprecision.net

Applicant / Agent

Name	Lane Engineering, LLC c/o Brett Ewing		
Mailing Address	117 Bay Street Easton, MD 21601		
Telephone No.	410-822-8003	E-mail	bewing@leinc.com

General Information:

See plans attached

Any modifications during review shall warrant an updated application.

I do hereby solemnly declare and affirm that the information provided by this application and the documents attached hereto accurately represent the conditions of the request and that submission of an incomplete application will be returned for correction prior to processing.

Signature of Applicant or Agent	
Date	10/27/23
Printed Name of Applicant or Agent	Brett Ewing

For Office Use Only

Planned Commission Meeting Date	11/16/2023	2023-1032
Review Fee Amount	\$2,700.00	HD 23-109 / ESDR 23-21
Review Fee Paid Date	10/09/2023	
ESDR Y / N Date		

Revised 02-2019



Proposed Redevelopment 123 S. Washington Street Easton, Maryland



Subject Property from N. Washington Street (front)







Subject Property from Parking Lot







Subject Property from Vine Street







Subject property from Vine Street (rear)







TOWN OF EASTON

14 South Harrison Street
Easton, Maryland 21601

November 1, 2023

Dear Resident,

The Easton Planning Commission will hold a public meeting on **Thursday, November 16, 2023 at 1:00 p.m.** in the Easton Town Council Chambers located on the second floor of 14 South Harrison Street. The Town of Easton Zoning Ordinance requires that owners of property located within 400 feet of a parcel on which certain types of applications are pending be given notice of upcoming meetings or hearings. If you are a tenant in or an owner of a multi-unit building, please distribute or post this notice in a visible location for all other tenants or owners to view. If you are a tenant of a rental property, please notify the property owner that this notice letter has been distributed to their property. Notice has also been sent to the Star Democrat, a sign has been posted at the subject property and the hearing agenda has been posted on the Town of Easton website: <http://eastonmd.gov/>.

This letter is sent to inform you that Application 2023-1032 has been filed on behalf of Paquin Design at 123 S. Washington Street to request sketch site plan and architectural approval for a proposed live-work building with first floor retail, and six (6) residential units on the second and third floors. The Historic District Commission previously granted a Certificate of Appropriateness for demolition of the existing structures and new construction.

Copies of the proposed application are on file and available for public review in the Town's Planning Office at 14 South Harrison Street between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday. **In addition, digital copies will be available for review one week prior to the scheduled meeting via the Town's website at <https://www.eastonmd.gov/129/Agendas-Minutes>.** If you have any questions regarding this application, please contact the Planning Office at (410) 822-1943 or via email at ssmith@eastonMD.gov.

Samantha N. Smith

Samantha N. Smith, Administrative Specialist
Planning & Zoning Department
410-822-1943 ssmith@eastonMD.gov

APG Media of Chesapeake, LLC
29088 Airpark Drive
Easton, MD 21601

10/30/23

Phone: Fax:
<http://www.chespub.com>

Cust. AcctID:	Creation Date: 10/30/23
	Ad Date: 11/01/23
	Class:
Name: Joanne Drummer	Ad ID:
Company: TOWN OF EASTON (L)	Ad Taker:
Address: PO Box 520	Sales Person:
EASTON, MD 21601	Words:
	Lines:
Telephone: (410) 822-2525	Agate Lines:
Email:	Depth:
Description: Planning Comm Meeting	Inserts:
	Blind Box:

Other Charges:
Discount:
Surcharge:
Credits:
Bill Depth:

Total:

Paid Amount:

Amount Due:

CREDIT CARD DETAILS

PT	CT	CN	Number	Exp.	Amnt.

Publication	Start	Stop	Inserts	Cost
The Star Democrat	11/01/23	11/01/23	1	

Ad Note:

Sign posted on October 31, 2023

Customer Note:

*We Appreciate Your Business!
Thank You Joanne Drummer!*

		Planning Commission MEETING AGENDA Thursday, November 16, 2023 - 1:00 PM Council Chambers, Easton Town Office 14 S. Harrison Street	
Please continue to check our website at: https://eastonmd.gov/128/Agendas-Minutes for agenda updates			
1.	Call to Order		
2.	Approval of Minutes.		
a.	Approval of the October 11, 2023 Comprehensive Plan Workshop Summary.		
b.	Approval of the Decision Summary from the October 19, 2023 meeting.		
3.	Old Business		
a.	Applicant: Shore Health System / University of Maryland Medical System		
	File No.: 2023 - 1027		
	Location: Longwoods Road, Parcel 0129		
	Tax Map 017, Grid 023, Parcel 0129.		
	Lot 3/5		
	Zoning District: R01		
	Nature of Request: Architectural approval for a proposed medical center with additional landscaping, screening, and associated connectivity for all emergency access points.		
4.	New Business		
a.	Applicant: Piquin Design		
	File No.: 2023 - 1032		
	Location: 122 S. Washington Street		
	Tax Map 104, Grid 000, Parcel 1987 & 1988		
	Zoning District: C2		
	Nature of Request: Sketch Site Plan approval for a proposed Live-work building with first floor retail, and six (6) residential units on the second and third floors. The Historic District Commission previously granted a Certificate of Appropriateness for demolition of the existing structures and new construction.		
5.	Discussion Item		
a.	Continue discussion of the Comprehensive Plan Update.		
b.	Zoning Requirements for Adult-Use Cannabis Dispensaries.		
6.	Adjournment.		
3038442 SD		11/1/2023	





TOWN OF EASTON

Planning & Zoning Department

14 South Harrison Street

P.O. Box 520

STAFF MEMORANDUM

To: Easton Planning and Zoning Commission

From: Lynn Thomas, Town Planner

Date: August 31, 2023 **Updated November 9, 2023**

Subject: Comprehensive Plan Update

For the November Planning Commission Meeting, one Agenda Item is the continuation/completion of the discussion we initiated back in September concerning the initial tranche of Comp Plan Update materials. Below is a reprint of the memo I prepared pursuant to that discussion. I have highlighted the point at which we left off, which according to my notes, only involves the final three bullet points. I apologize for the spacing of the bullets. I have no idea what Google Docs is thinking there!

This memorandum, along with the attached document, will serve to restart the ongoing Comprehensive Plan Update. I have reviewed my earlier DRAFT of the attached early background, "table setting" kind of chapters and made a few revisions. I've also asked Miguel to review them so they've had a fresh set of eyes review them as well.

The attached chapters are the Introduction, Plan Background, Land Use, and Community Character Chapters. I would like the Commission's review of these chapters, at least from a high-level, overall impression viewpoint, before moving on to the Municipal Growth Element and the individual topical chapters. I believe this first review is important because if you disagree with the general direction of these early chapters, it will have repercussions throughout the balance of the Plan. Hence, I am seeking your OK before moving on to those chapters.

When reviewing the attached, please keep in mind that I am not looking for detailed, wordsmithing level review (although if you find typos, grammatical errors, etc., and want to send them directly to me, those will be appreciated as well). I am most interested in the Commission's opinion on a couple of early big-picture issues related to the Plan. Specifically, I would like to hear how the Commission feels about the following:

- Thoughts on the appropriateness of the projected 1.75% growth rate, which is based really on little more than a feeling that we are likely to see (as well as comfortable with) a modest acceleration of growth from the past decade, but no so much as experienced in the 2 or 3 decades prior (i.e. 3% annually). 1.75% is within that range.
- Thoughts concerning the suggested parameters for a new Traditional Neighborhood Design(TND)-ish Zoning Classification to be applied to the Future Growth Area and possibly any larger undeveloped lands within Town Limits (see page 94)
- Are you satisfied with how the community input is addressed which is to be generally described in the Background Chapter, with more specific references to come in the applicable chapters, as appropriate?
- Do you support the continuation of the general Town Growth Strategy, as first described on page 13?
- We have previously talked about replacing the Priority Growth Areas for Future Annexation with an Annexation Policy. That is mentioned in these early chapters and will be detailed later on (presumably in the Implementation Chapter). Are you still onboard with that notion?
- Regarding the proposed Design Principles for 2023 (beginning on page 64) – the actual Principles are exactly the same as in the 2010 Plan, although some of the supporting or descriptive language for some of them has been revised. Do you support the continuation of these Principles? Do you think there are any others we should add?
- The “Role of Infill and Redevelopment” (page 96) section is new. Thoughts?
- Once again, the Plan has a section on “The Role of Major Retail in Easton.” (page 98). It proposes no changes to the Town's general policies towards Major Retail? Are you in agreement with this approach?
- The Land Use and Community Character Chapters include proposed Goals and Objectives Are you OK with what is proposed? Do you have any additions?

Once you have had a chance to review the DRAFT chapters, we can decide whether you want to address them and/or next steps at your next regular meeting or at a Special Meeting to be scheduled at your convenience. Thank you for your patience and assistance in reaching this milestone. Hopefully this will put us back on track for adoption of a new Plan within the next few (several?) months.



TOWN OF EASTON

Planning & Zoning Department
14 South Harrison Street
P.O. Box 520

STAFF MEMORANDUM

To: Easton Planning and Zoning Commission
From: Lynn Thomas, Town Planner
Date: November 7, 2023
Subject: Cannabis Zoning Regulations

As a follow-up to the discussion initiated at last month's Planning Commission meeting, Staff has continued to research issues associated with the regulation of cannabis-related uses. Based on this research, in addition to what we heard at the Discussion last month, staff proposes the following amendments to the Zoning Code to regulate the various cannabis-related uses:

1. Amend the Table of Permissible Uses as follows:

Health Services												
		A-1	R-7A	R-10A	R-10M	CB	CG	CL	BC	I	G/I	
232	Animal Hospital or Veterinary Clinic*	--	--	--	--	--	SE	SE	P	--	--	
233	Drug Store/Pharmacy	--	--	--	--	P	P	P	--	--	--	
234	Hospital											
235	Medical Cannabis Dispensary*	--	--	--	--	SE	SE	SE	--	--	--	
236	Medical Cannabis Growing Facility*	P	--	--	--	--	SE	SE	P	P	SE	
237	Medical Cannabis Processing Facility*	--	--	--	--	--	--	--	P	P	--	
238	Medical Services	--	--	--	--	P	P	P	P	--	--	
239	Mobile Medical Facility	--	--	--	--	--	T	--	T	--	T	Also possible Temporary Use in the HC District.
240	Any Health Service Not Listed Above	--	--	--	--	SE	SE	SE	SE	--	--	

6. MISCELLANEOUS/COMBINATION/HYBRID USES												
		A-1	R-7A	R-10A	R-10M	CB	CG	CL	BC	I	G/I	
601	Agriculture *	P	P	P	P	--	--	P	P	P	P	
602	Buildings in excess of height or size limitations	--	--	--	--	--	--	SE	--	--	SE	
603	Cannabis Related Uses											
603.1	Cannabis Dispensary*	■	■	■	■	P	P	P	■	■	■	
603.2	Cannabis Growing Facility*	■	■	■	■	■	■	■	■	■	■	Cannabis growing facilities shall be permitted per the Use, "Agriculture, controlled-environment"
603.3	Cannabis on-site consumption establishment*	■	■	■	■	■	■	■	■	■	■	
603.4	Cannabis Processing Facility*	■	■	■	■	■	■	■	P	P	■	
603	Donation Bins *	--	--	--	--	SE	SE	SE	SE	SE	--	
604	Garage or yard sales *	T	T	T	T	--	--	--	--	--	--	
606	Helipads	A	A	A	A	A	A	A	A	A	A	Permitted only as Accessory Uses to airports, hospitals, police stations, or other public services.

2. Amend the supplemental standards associated with these uses as follows:

Under Commercial Uses:

19. ~~Medical~~ Cannabis Dispensary

- a. A ~~medical~~ cannabis dispensary shall be licensed and operate in accordance with State of Maryland regulations for such use pursuant to COMAR 10.62.01 to 10.62.35.
- b. No ~~medical~~ cannabis dispensary shall be permitted within ~~one thousand (1,000)~~ **five hundred (500')** feet (measured from the closest portion of the affected properties) of any of the following uses: Schools, Colleges & Universities, ~~Houses of Worship~~, Family Day Care, Day Care Group, Day Care Small Group, ~~and Park~~ **or one thousand (1,000')** feet of another cannabis dispensary.
- c. Owners/operators of a cannabis dispensary shall provide the Town with an up-to-date local contact person (based in Talbot County) who shall be available and authorized to respond to complaints concerning any operational issues associated with the dispensary.
- d. All cannabis dispensaries shall install odor control technology, as necessary, in order to control ventilation at the establishment in such a manner that no odor from cannabis products can be detected by a person with an unimpaired and otherwise normal sense of smell, to be determined by the Town Planner or their designee, at any adjoining property. The Operator shall properly maintain all odor mitigation equipment to ensure maximum efficiency.

Under Industrial Uses:

7. ~~Medical~~ Cannabis Growing Facility

- a. A ~~medical~~ cannabis growing facility shall be licensed and operate in accordance with State of Maryland regulations for such use pursuant to COMAR 10.62.01 to 10.62.35.
- b. All cannabis growing facilities within the Town of Easton shall be conducted as per the definition and standards associated with the use, Agriculture, controlled-environment but shall only be allowed (as an outright permitted, "P", use) in the A-1, BC, and I Zoning Districts. Such facilities shall adhere to the supplemental standards listed herein for Cannabis Grow Facilities as well as those for Agriculture, controlled environment.

- c. All cannabis growing facilities shall install odor control technology, as necessary, in order to control ventilation at the establishment in such a manner that no odor from cannabis cultivation, its processing or the manufacturing of products can be detected by a person with an unimpaired and otherwise normal sense of smell, to be determined by the Town Planner or their designee, at any adjoining property. The Operator shall properly maintain all odor mitigation equipment to ensure maximum efficiency.
- d. There shall be no retail sales of cannabis products from cannabis growing facilities.

8. ~~Medical~~ Cannabis Processing Facility

- a. A ~~medical~~ cannabis processing facility shall be licensed and operate in accordance with State of Maryland regulations for such use pursuant to COMAR 10.62.01 to 10.62.35.
- b. All cannabis processing facilities shall install odor control technology, as necessary, in order to control ventilation at the establishment in such a manner that no odor from cannabis cultivation, its processing or the manufacturing of products can be detected by a person with an unimpaired and otherwise normal sense of smell, to be determined by the Town Planner or their designee, at any adjoining property. The Operator shall properly maintain all odor mitigation equipment to ensure maximum efficiency.

3. Create a new definition for consumption establishments or facility as follows:

On-site cannabis consumption establishment - an indoor or outdoor location, which is open to the public, and licensed to allow individuals who are 21 years or older to consume cannabis on its premises.

4. Amend the Supplemental Standards for the use “Agriculture, controlled environment” to add an enhanced setback for this use:

a. Agriculture, controlled-environment

- a. In addition to common agricultural activities, agriculture, controlled- environment may also include elements of manufacturing, processing, packaging, storage, distribution, etc.
- b. Retail sales of agricultural products grown and/or processed on-site shall be permitted provided they are of a scale that is clearly secondary and incidental to the primary agricultural-based use of the property.
- c. Applicant shall demonstrate and maintain compliance with any State and/or Federal

Standards or Rules regulating the particular good or product being grown or processed on-site.

d. No buildings or cultivated fields shall be located any closer than one hundred (100') feet from any property line.

5. Add a new note at the end of the Table of Permissible Uses to clarify the intent of the "Any ____ use not listed above" category and to safeguard against the use of this category to propose a combination of cannabis-related uses not intended to be permitted, as follows:

Table 2.1 Notes:

* - DENOTES A USE SUBJECT TO SUPPLEMENTAL STANDARDS (SEE SECTION 28 – 1007)

A – DENOTES A USE THAT IS PERMITTED ONLY ACCESSORY TO A PERMITTED USE. NOTE THAT THESE ONLY 40 REPRESENT THE MORE COMMON ACCESSORY USES. OTHER USES MAY BE PERMITTED, ONLY AS ACCESSORY TO A PRINCIPAL PERMITTED USE, IF THE TOWN PLANNER DETERMINES THAT THE PROPOSED ACCESSORY USE IS COMMONLY ASSOCIATED WITH THE PRINCIPAL PERMITTED USE AND THAT IT WILL CLEARLY BE INCIDENTAL TO SAID PRINCIPAL USE.

P - DENOTES A USE THAT IS PERMITTED BY RIGHT

SE - DENOTES A USE PERMITTED WITH A SPECIAL EXCEPTION

T - DENOTES A USE PERMITTED WITH A TEMPORARY USE PERMIT (SEE SECTION 28 – 1306)

-- - DENOTES A PROHIBITED USE

1 - SHOPPING CENTERS WHICH WERE PREVIOUSLY APPROVED AS SPECIAL EXCEPTIONS OR PMR DISTRICTS SHALL BE TREATED AS APPROVED PUD DISTRICTS. ANY CHANGES TO SUCH SHOPPING CENTERS SHALL BE REVIEWED AS PER THE REQUIREMENTS FOR AMENDMENTS TO APPROVED PUD DISTRICTS.

THIS TABLE INDICATES PERMITTED USES IN BASE ZONES ONLY EXCLUDING THE RH DISTRICT AND THE MXW DISTRICT. FOR USES PERMITTED IN THE RH DISTRICT, SEE SECTIONS 28 – 313.3 THROUGH 28 – 313.5. FOR USES PERMITTED IN THE MXW ZONING DISTRICT, SEE SECTIONS 28-314.2.1. FOR USES PERMITTED IN SPECIAL (OVERLAY AND FLOATING) ZONES, SEE ARTICLES IV – VIII

2 - A COMBINATION OF USES LISTED ABOVE IS ONLY ALLOWED IN THE DISTRICTS WHERE BOTH INDIVIDUAL USES ARE PERMITTED EITHER BY RIGHT OR SPECIAL EXCEPTION. THE GENERAL "ANY ____ USE NOT LISTED ABOVE" USE CATEGORY

SHALL NOT BE USED TO PERMIT A COMBINATION OF USES WHERE ALL COMPONENT USES ARE CLEARLY IDENTIFIED IN THIS TABLE AND ONE OR MORE OF SAID USES IS A PROHIBITED (--) USE.

*Regarding the odor standards, here are some approaches to this issue that Sharon has found from jurisdictions in California and Oregon. We can certainly change the language above regarding odor regulation to mirror any one (or more) of these:

Local and State Regulations

As cannabis operations continue to proliferate, state and local governments are increasingly promulgating regulations and ordinances that directly regulate cannabis emissions. In addition to these cannabis-specific regulations, governmental entities can also rely on nuisance common law statutes to regulate cannabis emissions.

Most cannabis odor regulations are promulgated at the local level. For example:

LOCAL REGULATIONS - SPECIFIC TO CANNABIS OPERATIONS	
LOCATION	LANGUAGE EXCERPT
Los Angeles, California	"A Business Premises shall be properly ventilated and the exhaust air filtered to neutralize the odor from cannabis so that the odor cannot be detected by a person with a normal sense of smell at the exterior of the Business Premises or on any adjoining property. No operable windows or exhaust vents shall be located on the building façade that abuts a residential use or zone. Exhaust vents on rooftops shall direct exhaust away from residential uses or zones. (Violation Type - Moderate)" ¹³
Oakland, California	"Cannabis facilities shall be designed to provide sufficient odor absorbing ventilation and exhaust system so that any odor generated inside the facility is not detected outside the building, on adjacent properties or public rights-of-way, or within any other unit located within the same building as the Cannabis operator, if the use only occupies a portion of a building." ¹⁴
Long Beach, California	"Every Adult-Use Cannabis Business shall implement adequate ventilation system and odor control filtration measures to prevent odors from inside the cannabis facility from being detected outside the cannabis facility." ¹⁵
Pendleton, Oregon	"Unlawful Release of Marijuana Odor. No owner of real property or person in charge thereof shall allow, permit or cause the odor of marijuana to emanate from that premises to any other property." ¹⁶