



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

Thursday, December 19, 2024 at 1:00 p.m.

Town Hall Chamber 2

14 S. Harrison Street, Easton, Maryland

Archived video of the meeting is available at:

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

Attendance:

Commission Members:

Philip Toussaint, Chairperson
Michael Ports, Vice Chairperson
Victoria McAndrews
William Ryall

Staff:

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

Absent:

Commission Members:

Tom Klein

Staff:

Miguel Salinas, Planning and Zoning Director

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

2. Decision Summary Review —

a. November 21, 2024 - The Commission noted the following correction to the draft decision summary:

- i. Line 89 and 90: Name correction.
- ii. Line 158 - 165: Revise motion for clarity.
- iii. Line 291: Revise for clarity.

Vice Chairperson Ports moved to approve the November 21, 2024 Decision Summary with amendments. Commissioner Ryall seconded the motion.

Vote 4 - 0 - 1

FOR: 4 - Toussaint, Ports, McAndrews, Ryall
AGAINST: 0
ABSTAIN: 0
ABSENT: 1 - Klein

3. New Business

a. File No.: 2024 - 1349

Applicant: Torchio Architects

Location: 412 S. Harrison Street, Easton, MD 21601
(Easton Church of the Brethren)
Tax Map 0105, Grid 00EA, Parcel 2315

Zoning: R-10A

Request: The Applicant is requesting a Supplemental Waiver from Section 28-1001.3.C of the Town of Easton Zoning Ordinance. The Applicant is seeking a waiver of twelve (12) parking spaces from the minimum number of twenty six (26) parking spaces required for a house of worship.

Staff recommends the following conditions:

1. Staff supports that the waiver be modified to request thirteen (13) parking spaces from the minimum number of twenty six (26) parking spaces required for a house of worship.
2. Submit a Site Plan with slope information for the ADA van space, ramps, access aisles and landing areas, including cross-slopes. Show all ADA related spot elevations and obtain approval from the Building Inspection Department for all ADA references prior to Site Plan approval. The Site Plan should have all applicable details for ADA signs and bollards.
3. 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

Sharon Van Emburgh, Esq. Town Attorney

Applicant Presentation:

Jo Anne Baker-Gebelein, Vice President at Torchio Architects Inc.

Public Comment — None

Public Comment Written — None

The Applicant amended the supplemental waiver to request a total of thirteen (13) parking spaces.

Commissioner McAndrews moved to approve the amended supplemental waiver request subject to the following conditions:

1. The Applicant shall submit a Site Plan with slope information for the ADA van space, ramps, access aisles and landing areas, including cross-slopes. The Site Plan should show all ADA related spot elevations, and should have all applicable details for ADA signs and bollards. The Site Plan shall be approved by the Building Inspection Department for all ADA references.
2. In the event that the Limit of Disturbance exceeds 5,000 square feet during construction, the Applicant shall address all stormwater management practices.

Commissioner Ryall seconded the motion.

Vote	4 - 0 - 1
FOR:	4 - Toussaint, Ports, McAndrews, Ryall
AGAINST:	0
ABSTAIN:	0
ABSENT:	1 - Klein

- b. **File No.:** 2024 - 1199
Applicant: Rauch Inc.
Location: 1180 S. Washington Street Easton, MD 21601
(YMCA of the Chesapeake)
Tax Map 0108, Grid 0000, Parcel 2677
Zoning: R-7A
Request: The Applicant is seeking Sketch Site Plan approval for the construction of a two-story addition on the south side of the existing building, and for the renovation of the entrance to the building with associated site improvements including the expansion of the parking facilities, a stormwater management facility, and landscaping. The Applicant is also seeking a Supplemental Waiver from the Bufferard requirements of Section 28-1014.7.E.4 & 5, and the landscaping requirements of Section 28-1001.3.L of the Zoning Code.

Staff recommends the following condition:

1. The Applicant is to address all remaining Easton Staff Development Review (ESDR) comments.
2. Please obtain approval from the State Highway Administration prior to Development Site Plan approval for the removal of existing pine trees

145 within the public right-of-way along South Washington Street and a
146 portion of the proposed parking within the public right-of-way.
147

- 148 3. Per Section 28-1001.2 K from the Town's Zoning Ordinance, no part of
149 any parking or maneuvering space shall be closer than ten (10) feet to any
150 street line, sidewalk or property line for commercial or industrial uses.
151 Remove the parking spaces that are within South Washington Street and
152 maintain a ten (10') distance from the property line or obtain a Variance
153 from the Board of Zoning Appeals.
154

155 **Staff Presentation:**

156 Joseph Mayer, Plan Reviewer
157 Lynn B. Thomas AICP, Town Planner
158 Sharon Van Emburgh, Esq. Town Attorney
159 Rick Van Emburgh, Town Engineer
160

161 **Applicant Presentation:**

162 Zachary A. Smith, *Esq.* Armistead, Lee, Rust & Wright. P.A.
163 Benjamin VanNest, Rauch Inc.
164 Brian Fitzgerald, Rauch Inc.
165 Robbie Gill, YMCA of Chesapeake CEO
166

167 **Public Comment:**

168 Tom Ledvina, 7585 Polys Hill Lane
169

170 **Public Comment Written — None**
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172 **Vice Chairperson Ports moved to approve the Sketch Site Plan subject to the**
173 **following conditions:**
174

- 175 1. The Applicant shall address all outstanding Easton Staff Development
176 Review (ESDR) comments.
177
- 178 2. The Applicant shall obtain approval from the State Highway Administration
179 prior to Development Site Plan approval for the removal of existing pine
180 trees within the public right-of-way along South Washington Street and a
181 portion of the proposed parking being within the public right-of-way.
182
- 183 3. The Applicant shall maintain a ten (10') foot distance from the property line.
184 The Applicant may remove the parking spaces that are within the South
185 Washington Street frontage, or may obtain a Variance pursuant to Section
186 28-1001.2.K from the Town of Easton Board of Zoning Appeals.
187
- 188 4. The Applicant shall establish an agreement with the State Highway
189 Administration on the designation of the shared sidewalk along South
190 Washington Street.

191 Following discussion amongst Commission members, Vice Chairperson Ports
192 withdrew the motion.

193
194 Vice Chairperson Ports moved to approve the Sketch Site Plan subject to the
195 following conditions:

- 196
197 1. The Applicant shall address all outstanding Easton Staff Development
198 Review (ESDR) comments.
199
200 2. The Applicant shall obtain approval from the State Highway Administration
201 prior to Development Site Plan approval for the removal of existing pine
202 trees within the public right-of-way along South Washington Street and a
203 portion of the proposed parking being within the public right-of-way.
204
205 3. The Applicant shall maintain a ten (10') foot distance from the property line.
206 The Applicant may remove the parking spaces that are within the South
207 Washington Street frontage, or may obtain a Variance pursuant to Section
208 28-1001.2.K from the Town of Easton Board of Zoning Appeals.
209

210 Chairperson Toussaint seconded the motion.

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212

Vote	4 - 0 - 1
FOR:	4 - Toussaint, Ports, McAndrews, Ryall
AGAINST:	0
ABSTAIN:	0
ABSENT:	1 - Klein

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219 **4. Old Business**

- 220
221 a. **File No.:** 2021 - 0473
222 **Applicant:** Armistead, Lee, Rust & Wright, P.A.
223 % Zachary A. Smith, Esq.

224 **Location:** 29659 Matthewstown Road, Easton, MD 21601
225 Tax Map 0026, Grid 0020, Parcel 0045

226 **Zoning:** PUD with a base zoning district of A-1

227 **Request:** The Applicant is seeking architectural approval for six (6)
228 proposed house models with various architectural elevations pursuant to a
229 previously approved Planned Unit Development (PUD) site plan for the
230 development of the Gannon Range Community (Ordinance No. 773). This
231 application was tabled by the Commission at their October 17, 2024 meeting
232 pending the submission of additional architectural products that provide a greater
233 variety in the home design including side-load garages, driveway options, and an
234 enhanced variation of architectural styles.

Background: On February 21, 2022, the Town Council approved Ordinance No. 773, granting the application for a PUD under the provisions of the Easton Zoning Ordinance, effective March 13, 2022. Condition No. 7 in Section E of the Finding of Fact stipulates that the Applicant should provide a greater variation of architectural styles than what was provided in the PUD application to which shall be subject to the approval of the Easton Planning and Zoning Commission.

On February 5, 2024, the Town Council approved Ordinance No. 803, revising the language of Chapter 28 which governs that a PUD approval shall now lapse at three (3) years if no action is taken by the owner or developer to start or cease construction between phases. On February 15, 2024, the Town of Easton Planning Commission reviewed an extension request for the previously approved PUD for the development of a mixed-use subdivision pursuant to Ordinance No. 773. The Commission voted unanimously to grant the PUD extension through December 31, 2024.

Staff Presentation:
Joseph Mayer, Plan Reviewer
Lynn B. Thomas AICP, Town Planner
Sharon Van Emburgh, Esq. Town Attorney
Rick Van Emburgh, Town Engineer

Applicant Presentation:
Zachary A. Smith, *Esq.* Armistead, Lee, Rust & Wright. P.A.

Public Comment — None
Public Comment Written — None

Vice Chairperson Ports moved to approve the additional architectural models subject to the following condition:

- 1. In order to ensure a variety of house designs and styles along all streets, models shall not be constructed on lots directly next to one another, including corner lots sharing a side or back property line. In addition, the same model cannot be constructed on lots directly across the street.**

Chairperson Toussaint seconded the motion.

<u>Vote</u>	<u>4 - 0 - 1</u>
FOR:	4 - Toussaint, Ports, McAndrews, Ryall
AGAINST:	0
ABSTAIN:	0
ABSENT:	1 - Klein

280 **5. Discussion Items —**

- 281
- 282 **a.** Follow up from the December 12, 2024 Comprehensive Plan Workshop — The
- 283 Commission reflected on the outcome of the workshop, which focused on the
- 284 draft Municipal Growth Chapter. In anticipation of reviewing the draft
- 285 Sustainability Chapter, the Commission expressed interest in the inclusion of
- 286 design guidelines that incorporate bird strike mitigation features, and a native
- 287 plantings and insect list.

288

289 A subsequent workshop has been scheduled for Thursday, January 23, 2025 at 1

290 p.m. for the purpose of reviewing the remaining five (5) new Draft Chapters of

291 the Plan including: Historic Preservation, Sensitive Areas, Water Resources,

292 Parks, Rec & Open Space, and Sustainability.

- 293
- 294
- 295 **6. Adjournment —** Chairperson Toussaint moved to adjourn. Commissioner Ryall
- 296 seconded the motion. The meeting was adjourned at 2:26 p.m.