



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

Thursday, September 18, 2025 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](http://eastonmd.gov)
 [\(eastonmd.gov\)](http://eastonmd.gov)

Attendance:

Commission Members:

Philip Toussaint, Chairperson
Michael Ports, Vice Chairperson
Tom Klein
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 P.E., Town Engineer
Samantha Smith, Administrative Specialist

Absent:

Commission Members:

Laurie Forster, Alternate

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. August 21, 2025 - The Commission noted the following correction to the draft decision summary:

i. Line 95: Correction to the Roll Call Vote.

Chairperson Toussaint moved to approve the August 21, 2025 Decision Summary with amendments. Vice Chairperson Ports seconded the motion.

<u>Vote</u>	<u>5 - 0</u>
FOR:	5 - Toussaint, Ports, Klein, McAndrews, Ryall
AGAINST:	0

ABSTAIN: 0
ABSENT: 0

3. New Business

- a. File No.:** 2025 - 1526
- Applicant:** Rite Lite Signs Inc.
on behalf of Giant Food Stores (#323)
- Location:** 8223 Elliott Road, Easton, MD 21601
Tax Map 0109, Grid 0000, Parcel 4582, Lot 3
- Zoning:** CG with a PUD Overlay
- Request:** The Applicant is seeking an amendment to a previously approved master signage plan for The Shoppes at Easton. The Applicant is seeking approval for the removal of the existing Giant wall sign, and for the addition of three (3) separate wall mounted signs: the Giant sign (122.46 sq ft), the pharmacy sign (24.8 sq ft), and the pickup service sign (16.3 sq ft). The Applicant is also proposing to replace the tenant panels within the 52.7 square foot monument sign, and to add additional parking and directional signs.

Background: Pursuant to the Commercial Shopping Center Uses in Section 28-1007.2.A.25.c of the 2021 Zoning Code, the Applicant is required to develop a general signage plan for Commission’s review and approval. Though not initially required for the shopping center's approval, a master signage plan for the Shoppes at Easton was approved following the adoption of PUD Ordinance No. 257 on August 19, 1993. The initial approved signage plan is currently not on file with the Town.

Staff Presentation:
Joseph Mayer, Plan Reviewer

Applicant Presentation:
Bob Moore, Senior Management for Giant Construction

Public Comment:
Maury Schlesinger, 304 Winton Avenue

Public Comment Written — None

Commissioner McAndrews moved to approve the amended master signage plan subject to the following condition:

- 1. The Applicant shall obtain the appropriate building permits for the installation of the sign.**

Commissioner Klein seconded the motion.

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

4. Old Business

- a. Recommendation to the Town Council for Potential Revisions to the Planned Redevelopment Overlay District (PRD) Standards** — The Commission continued to deliberate on potential modifications to the Planned Redevelopment Overlay District (PRD) provisions. This ongoing discussion stems from the Council's desire for a more prominent role in the development review and approval process. At their July 17, 2025 meeting, the Commission recommended a revision to the language in the Applicability section to increase the number of dwelling units in eligible projects from 20 to 25, and added additional clarifying language for administrative reviews and exemptions within the Review Process section.

The Commission favored the overall direction and intent of the revisions as they were presented; providing general suggestions to strengthen the language of the Purpose Section, and minor editorial changes throughout the amendment.

Staff Presentation:

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

Public Comment — None

Public Comment Written — None

Vice Chairperson Ports moved for a favorable recommendation of the amended Planned Redevelopment Overlay District (PRD) Standards to the Town Council. Commissioner McAndrews seconded the motion.

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

- b. Recommendation to the Town Council for Pre Application Community Meetings** — In response to public feedback received during the July 17, 2025 Planning Commission meeting, the Commission is considering a potential amendment to Article XIII of the Zoning Code to expand the public notice

requirements within the Zoning Code, and to mandate pre-application meetings between prospective developers or landowners and surrounding residents.

In their discussion, the Commission focused on establishing thresholds for different project types to determine when a pre-application meeting would be required. This included projects reviewed administratively, those needing Planning Commission approval (now requiring pre-application public notice), and those requiring Town Council approval (now requiring pre-application public notice and neighborhood meetings). Expanding further into the Applicability section, the Commission struck all Special Exception applications from the pre-application meeting requirements. The Commission provided their general feedback on the public notice language and content, using an example from the city of Apex, North Carolina to supplement the proposed neighborhood notification requirements. The Commission expressed their interest in gathering feedback from potential developers and shareholders regarding the proposed pre-application meeting requirement. An amendment incorporating the suggested language will be presented for formal review and discussion at a subsequent meeting.

Staff Presentation:

Lynn B. Thomas AICP, Town Planner
Sharon Van Emburgh, Esq., Town Attorney
Joseph Mayer, Plan Reviewer

Public Comment:

Maury Schlesinger, 304 Winton Avenue

Public Comment Written:

Jonathon Rondeau, President and CEO of Fello Communities

- c. **Continued Discussion of the Comprehensive Plan Update** — The Commission reflected on the outcome of the September 8, 2025 Comprehensive Plan workshop. During this workshop, the Commission addressed key points raised by the Council in the August 25, 2025 joint session, including maintaining the "extraordinary circumstances" language for annexation, addressing traffic and connectivity issues related to new growth, and incorporating a growth rate into the Plan.

The Commission scheduled a special workshop for Monday, September 29, 2025 at 12:00 p.m. for the purpose of reviewing the Transportation Chapter of the Plan, the Bike/Pedestrian Master Plan, and additional updated maps including the Future Land Use Map.

5. Discussion Items — None

6. Adjournment — Commissioner Klein moved to adjourn. Commissioner Ryall seconded the motion. The meeting was adjourned at 2:58 p.m.