

**Planning & Zoning  
Meeting Minutes  
May 16, 2011**

**ATTENDANCE:** Michael Fortner, Pete Reich, George Jack, Michelle Linkey, Priscilla Turgon, Ray Ryan, Matt Oberholtzer, Town Planner Mary Ann Skilling, and Planning & Zoning Coordinator Dianna Battaglia.

**Meeting called to order at 6:30 p.m.**

**APPROVAL OF MINUTES:**

**MOTION** was made by Mr. Reich and seconded by Mr. Jack to approve the April 18, 2011 Planning and Zoning Meeting minutes as written. 2 abstained: Mr. Ryan and Ms. Turgon not in attendance. **Four in Favor. Motion Passed.**

(Mr. Oberholtzer arrived after approval of the minutes.)

**OLD BUSINESS:**

**Finalize priority list of Town improvements for recommendation to Mayor and Commissioners:**

Ms. Skilling commented we tried to consolidate what we all said and make this document to Mayor and Commissioners as something we recommend, within the legal authority of the Planning Commission. The Planning Commission does have legal authority to make recommendations, and through the Comprehensive Plan where we do set priorities, because that is the official document that particularly the Planning Commission has the authority. And that is the basis that we started this whole exercise, and went through the Comp Plan to look at some of the items. So when I put all that information together and I apologize to all of you that I didn't send this to you as stated in the minutes as a word document, but this is our chance to look at it and decide whether you all want to send it as it is or change it but I just wanted to make sure that we realize as a Planning Commission we do have certain authority and the Mayor and Commissioners obviously have the final authority so we need to send it as a recommendation based on the Planning Commission's legal authority to make recommendations, which are planning issues, planning type issues. So I put this together and tried to emphasize over the past years the issues we were faced with and challenges in reviewing projects and some of these things keep coming up over and over again. (Copies were distributed to members.) The following is the draft version for discussion:

*DATE: May 16, 2011*

*TO: Mayor and Commissioners*

*FROM: Planning Commission*

*Over the last year, the Planning Commission has been faced with the challenge of reviewing projects in which congestion and traffic have played an important role in determining the viability of new development projects in our community.*

*During Planning & Zoning meetings, residents have expressed concern over the importance of upgrading infrastructure in existing older communities and traffic. Many of these initiatives are mentioned in the Town's Comprehensive Plan. As part of the Planning Commission's authority to recommend plans, goals, and objectives relating to the growth, development and redevelopment of the Town, the Planning Commission would like to recommend that the following initiatives be considered in an effort to improve the quality of life in our existing communities.*

*Infill Areas:*

- *Appropriate ingress and egress is available to sites.*

*Roads:*

- *Resolve the upgrade of US 40 and MD 222*
- *Possible extension of Coudon Boulevard to MD 222 to alleviate congestion at 40/222 intersection*
- *Inventory and repair existing roads, specifically beginning with the communities of Perryville Manor and Gotham Bush*
- *Upgrade the sewer infrastructure in the older parts of Town of Perryville*

*Drainage – in older communities – address incrementally:*

- *Broad Street at railroad bridge*
- *Perryville Manor/Richmond Hills/Gotham Bush areas*
- *Along Frenchtown Road*

*Sewer: Repair/upgrade sewer in older parts of Town*

*Parking: Work with MTA to provide additional parking at or around the train station*

*Sidewalks & Lighting:*

- *Sidewalks on St. Marks Church Road to High School and 222*
- *Incrementally install sidewalks per the plan prepared by WILMAPCO*
- *Appropriate lighting for safety on streets and parking areas*

Mr. Reich indicated before getting into our discussion, on page four of the minutes, the first item talks about the fire department substation at I-95 and MD222 where we were wanting to investigate extending Town water and sewerage and what were the issues during development of the site. I was on the Planning and Zoning Commission when that was built and one of the problems were they were going to put a car wash in there and they were going to run water from the car wash to the fire station but they didn't have an

issue with sewer, so we recommended to the fire department to put in septic and a well at that time so you would have minimal water, and at that time it was still legal as far as the Health Department was concerned, so that's the background. I agree one hundred percent we need to get Town water and sewer up there but I think there are other issues that are much more compelling.

Mr. Ryan commented it is not manned full time. The reason I put that in here was because we're having lots of cost issues with the well and the drainage. We're constantly, at least once a week, putting new filters in our water system because of bad water or something. The understanding we had at the fire house was that it wasn't because of the car wash but at the time the money wasn't available to be spent to extend it from the Pilot Station and underneath that roadway to get over to the fire house, the water and waste water.

Discussion continued of the recommendations to Mayor and Commissioners. The reason for many resident complaints regarding new development is the potential impact of increasing problems and we need to reiterate that. The list was created to set priorities based on issues and problems that came up when new development was proposed. As stated in the Comprehensive Plan, one of the Planning Commission's goals is to allow infill and redevelopment. When reviewing proposed plans for new development, it may be possible to ask developers to contribute towards helping to get upgrades done in the area. For instance, Garrett Point will impact the surrounding Richmond Hills community, with many residents voicing concerns over existing conditions. The objective for creating a priority list was to be able to have a plan in place to address infrastructure problems before proposed development. Residents don't voice their concerns over existing conditions until a development is proposed for their area. The priority list should address those areas that are going to immediately be affected by development. Traffic is a big issue in Town and we need to find ways of addressing that. The Town should be proactive from the planning and zoning position, to have answers for people when voicing their concerns about needed upgrades to infrastructure because of new development. The majority of the Town's traffic issues are created by the VA. There are a lot of cars that travel to and from that location every day which increases the traffic exponentially.

Ms. Turgon stated this document is greater than that, because it includes the infrastructure determined to be priorities, pertaining to both new and existing developments.

Mr. Jack indicated the focus should be on the fact the issue was started because of new development and the surrounding resident's concerns the new development would exasperate problems in their community.

Discussion continued. Any infill development is going to add to the problem, the same as any other new development. The Planning Commission has the ability during review of new development to ask developers to contribute towards upgrades in the surrounding area. They may not be able to handle all the issues but could at least contribute. New

development has the potential to relieve issues such as drainage problems if existing runoff is captured in the new development's storm water management. This type of issue isn't the result of new development coming in but a problem of the existing infrastructure. The document for recommendation is related to the growth, development, and redevelopment of the Town, to be proactive. This is a broader picture of the Town with some specific areas pinpointed. It includes both new development and existing communities. The Town is growing with areas of older infrastructure which isn't adequate for some of that growth, to keep traffic flowing and provide proper drainage. DPW has created an inventory list for road improvements and some of the issues brought up have already been initiated in that inventory. There is only a certain amount of funds in the Town and the capital improvements that need to be done have to be done over a given period of time. It was discussed to incorporate into the document more of a historical sentence explaining the reason for recommending the list of priorities, a preface for why it was created.

Discussion continued while it is important to be proactive what do you want to do first. What do you see as the biggest areas, the top three right now, these are all priorities but we can't do them all so where do we start. It was suggested wherever the next new development starts. Garrett Point is probably going to beat Cedar Corner, so let's start at Garrett Point. You have to start somewhere and by doing nothing we're saying nothing is important until something happens. It is the framework and Mayor and Commissioners can prioritize based on that framework. They are the elected officials, to establish priorities based on what the constituents want them to do. Priorities change but this document provides the framework for the major concerns the Planning Commission has established. Roads are important and how they get upgraded since most of the roads in here are State, we just have to be very conscientious of working with the State to get it done, and use Mayor and Commissioners to make sure it is a priority.

Ms. Skilling commented this is a good overall plan and ideas to Mayor and Commissioners to look at and the only other thing I would say is we need maybe from the perspective of the Commissioner who serves here to take this to Mayor and Commissioners and say we need to look at how we can address these. What are we going to do, can we have some kind of fund, can we incrementally, if something comes in, a development in these areas, fund something or make sure we pay into a fund to get it done. Otherwise it isn't going to get done, or it's going to get harder to get it done. I don't think you can say there's no growth in this Town. We need population, we need new housing stock or we're never going to go anywhere.

Discussion continued with changes to the wording in the introduction paragraph to address both new and existing developments and resident's concerns when confronted with new development. New development spurs people to come in to discuss problems and concerns with existing conditions, with the potential of new development making it worst.

Mr. Oberholtzer indicated I think this whole document is great, however I don't like the specificity of it. To specify things that need to be done at this point in time I don't feel

it's appropriate to do that right now. I understand these are all issues that we need to address but I don't like to zero in on specific areas. Like Route 40 and 222, Gotham Bush, Garrett Point, I just don't like to focus in on it. I feel like we're sending a framework as opposed to certain areas of focus.

Mr. Reich responded what we've done here was to set priorities. We've set priority areas by highlighting specific areas. The Mayor and Commissioners may feel the order needs to be changed.

Ms. Skilling replied these are areas that need to be addressed, infill, roads, drainage, sewer, that were consistently brought up when new development was coming in.

Mr. Oberholtzer stated I just wanted to put it in the record I thought it was to be a framework.

Mr. Ryan expressed concern that no mention is made for upgrades to existing water lines. It is infrastructure but a separate issue from sewer, two different sets of infrastructure. Change the wording here to include water as a separate issue.

**Motion** was made by Mr. Reich and seconded by Mr. Oberholtzer to accept the document with all changes mentioned during discussion. **All in Favor. Motion Passed.**

After discussion regarding the proposed recommendation, changes were made as follows:

*Over the last year, the Planning Commission has been faced with the challenge of reviewing projects in which congestion and traffic have played an important role in determining the viability of new development projects in our community.*

*During the review of new projects at Planning & Zoning meetings, residents have expressed concern over the importance of upgrading infrastructure in existing older communities and traffic in these areas of new development. Many of these initiatives are mentioned in the Town's Comprehensive Plan. As part of the Planning Commission's authority to recommend plans, goals, and objectives relating to the growth, development and redevelopment of the Town, the Planning Commission would like to recommend that the following initiatives be considered as priority (not in order of preference) in an effort to improve the quality of life in our existing communities.*

*Infill Areas:*

- *Appropriate ingress and egress is available to sites.*

*Roads:*

- *Resolve the upgrade of US 40 and MD 222*
- *Possible extension of Coudon Boulevard to MD 222 to alleviate congestion at 40/222 intersection*

- *Inventory and repair existing roads, specifically beginning with the communities of Perryville Manor and Gotham Bush*

Drainage – *in older communities – address incrementally:*

- *Broad Street at railroad bridge*
- *Perryville Manor/Richmond Hills/Gotham Bush areas*
- *Along Frenchtown Road*

Sewer & **Water**: *Repair/upgrade **water** and sewer in older parts of Town*

*Parking: Work with MTA to provide additional parking at or around the train station*

Sidewalks & Lighting:

- *Sidewalks on St. Marks Church Road to High School and 222*
- *Incrementally install sidewalks per the plan prepared by WILMAPCO*
- *Appropriate lighting for safety on streets and parking areas*

Ms. Linkey announced this will be my last Planning and Zoning Meeting. I have been assigned to Public Works. I have had a lot of fun on this board but I would like to try something new. Commissioner Dawson will be coming next month and I will be talking to him about this list. If you think about it, it's not a bad thing to be with Public Works since I've been here during the making of this plan so I'm aware of it and I can present both sides and bring Mr. Dawson up to speed after he is sworn in tomorrow. I'd like to try something new. I've been here for two years and want to see how the other side lives.

**Motion** was made by Mr. Reich and seconded by Mr. Jack to adjourn the meeting at 7:30 p.m. **All in Favor. Motion Passed.**

Respectfully Submitted,

Dianna M. Battaglia  
Planning & Zoning Coordinator