



Minutes – Planning and Zoning Commission

March 11, 2024

MEMBERS AND TOWN OFFICIALS PRESENT

Present were Planning and Zoning Commissioners: Marion Chance, Alicia Dodd, Robert Jensen and Town Commissioner, Edward Raffetto (via phone) Others in attendance were: Commission President Charles Rhodes, Nancy Lindyberg, Town Administrator/Clerk, Tim Brenza, Town Planner, Zoning Administrator, Eva Kerchner, Town Attorney Gary Elson and Virginia Albers, Administrative Assistant,.

1. Call to Order

Acting Chair, Marion Chance called meeting to order at 6:05 pm

2. Approval of Minutes

The Commission approved the minutes of the January 8, 2024 meeting

3. A request to approve two additional housing types for The Church Hill Hunt Subdivision:

Exhibits:

A - Staff Report dated February 27, 2024 from Timothy Brenza, Town Planner to Church Hill Planning Commission.

B - Planning & Zoning Decision

C - Memorandum dated June 9, 2023 from Christopher Jakubiak, AICP Town Planner to Church Hill Planning Commission.

D - Memo dated June 20, 2023 from Christopher Jakubiak, AICP Town Planner to Church Hill Planning Commission.

E - Permit CH737/24

F - Resident Letter from Kira Bonora.

G - Resident letter from Melissa Rochester

H - Church Hill Commission meeting minutes dated February 20, 2024.

4. Pole Barn Permit at 730 Main Street

A - Category 1 Site Plan for a 40'x100' Pole Barn

B - Staff Report

5. Comments

6. 2 votes

7. Adjournment-

Item 3. Exhibit **B** is a decision dated June 22, 2023 made by the Church Planning Commission along with Church Hill Hunt, LLC. They entered into an Annexation Agreement April 7, 2004. Paragraph 6.A of the Annexation Agreement provides that future development within Church Hill Hint will be designed to be in conformance with the most recent development guidelines approved by the Church Hill Town Commissioners. The recitals in this document as well as the documents referenced therein, are incorporated by reference and are explicitly made part of this decision.

Ryan Homes has been approved for the elevated preparations for the Seneca, Greenwood, Columbia, Hudson, Palladio, Lehigh and Powell with the following conditions:

- a. All houses shall have a brick to grade foundation along the street facing sides.
- b. All front facing garages shall be set back a minimum of twelve feet from the front of the porch.
- c. The porch depth for each model shall be as noted on the representational elevations for the model.
- d. The design shall contain a lead walkway from sidewalk to the front porch in the same manner as used on the currently improved lots in Church Hill Hunt.
- e. Garage doors may be 16' tom 18' wide rather than two separate doors.

Testimony-Kristin Blood, Division Manager for Ryan Homes attended the meeting to discuss the approval for 2 additional model homes they are offering in Church Hill Hunt.

The Ballenger is a two story model with smaller architectural style and square footage similar to that of which was approved in the decision dated 2023.

The Palladio model was approved as well, however they would like to offer a one-story model. Both models were submitted to the Planning Commission on June 22, 023 and March 14,022 but were not approved. Building permits were submitted on 2/13/24 for a 2 bedroom/ 2 bathrooms called the Palladio Ranch and the Ballenger. Our Zoning Administrator denied both permits due to the square footage and one story finished, with the second story unfinished.

Ms. Blood's rational was that customers have requested a small more affordable option and also that potential buyers would like a bedroom on the first floor.

Item 4. Pole Barn-Robert Coleman, General Manager for KMG Enterprises, LLC submitted a site plan to construct a 40' x 100' Pole Barn at the property owned by same at 730 Main Street, Church Hill, MD. The pole barn will be used as a storage structure for the existing contractor business. The pole barn is to be located on the North side of the existing primary structure with access off the gravel parking area.

After discussion and review of the site plan and staff report prepared by Timothy Brenza, RLA Town Planner, a motion was made by Robert Jensen to approve the Pole Barn Permit as presented with the following recommendations in the staff report:

1. The Pole Barn shall be located no closer to the Main Street Right of Way than the principal structure.
2. A Landscape/Screening Plan shall be submitted for review and approval with the building permit.

3. Queen Anne's County storm water management, grading and sediment control, and forest conservation approvals (if any) are required prior to building permit approval.
4. The Site Plan shall be completed in conformance with the approved Site Plan. Any Site Plan may be revised in the same manner as originally approved, except revisions that are deemed "minor" by the Zoning Administrator (Article 6; Section 75-131).

Alicia Dodd seconded the motion. The motion passed 4-0.

5. Comments:

a-Andrea Rhodes- 138 Crossgate Drive, Church Hill Hunt. Mrs. Rhodes stated that these models were not originally approved. She requested that the Planning Commission stand firm on their previous decision.

b- Ryan Dow-207 Oakmont Drive, Church Hill Hunt said he concurs with Mrs. Rhodes statement.

c-Sarah Columbo-301 Oakmont Drive, Church Hill Hunt. She stated that she agreed with previous comments.

d-Robert Holden-121 Fox Den Road, Church Hill Hunt stated that he has owned his resident since the first builders developed Church Hill Hunt. He said that these houses were not similar to other models in the community.

6. **Votes** – Acting Chair-Marion Chance called for a vote from the Planning Commission. Robert Jensen made a motion to deny the request to approve the Palladio. Ed Raffetto seconded the motion. The motion passed. 4-0

Acting Chair-Marion Chance called for a vote from the Planning Commission. Robert Jensen made a motion to deny the request to approve the Ballenger. Ed Raffetto seconded the motion. The motion passed. 4-0

7. **Adjournment-** Commissioner Dodd moved to adjourn the meeting. Commissioner Raffetto seconded the motion. The motion passed unanimously. The meeting adjourned at 7:58pm.