

Town of Trappe
Planning Commission Meeting
April 16, 2024

Meeting – 6:30 pm

The meeting was called to order at 6:30 pm by Chairman Edgar Harrison. Planning members Richard Allison, Brian Schmidt, Bobby Quidas and Scott Metje were present. Other attendees for the Town: Town Administrator Erin Braband, Town Attorney Lyndsey Ryan and Town Planner Peter Johnston.

Review of Minutes

The minutes from the February 12, 2024 Planning Commission Special Meeting/Workshop, March 11, 2024 Planning Commission Workshop and March 19, 2024 Planning Commission Meeting were approved as submitted.

New Business

Nick Newnam – Chief of Trappe Fire Department

Chief Newnam presented the Planning Commission with preliminary drawings of what the new fire department may look like. This project started in 2018 and the fire department members are continuing to fundraise so they can build a new building. The proposal is to have a metal building with 6 bays, a banquet room on one side and offices on the other. The County EMT's will also be housed in the new building and there will be room for growth. The building is estimated to cost 6 million and they have applied for various grants to help with this expense. Chief Newnam stated that once they have received funding, they will be back with actual plans for the Planning Commission to review and approve. Planner Johnston stated that this will be in the new overlay district so the Planning members will have some flexibility with the building lines and it is useful to have this information now so it can be incorporated in the new Zoning Ordinance as the Planning Commission sees fit.

Kevin Dolan – Concept Plan

Jeff Hubbard from Lane Engineering presented the Planning Commission with a concept plan of Mr. Dolan's property on Maple Avenue that would subdivide a lot off at the back of the property. This lot would front Harrison Circle. Mr. Hubbard stated that Mr. Dolan is exploring options of subdividing additional lots off of this property but wanted to start with this one as it already has a house on it. The plat shows the house over the building restriction lot which would cause it to be a non-conforming lot. Attorney Ryan stated that Mr. Dolan could apply for a variance due to the lot fronting two streets. Additional discussion was held regarding other possible options for this property and Mr. Hubbard and Mr. Dolan stated that they would take those under consideration and would come back with a subdivision plat for this lot should Mr. Dolan wish to proceed. Attorney Ryan will review the concept plan and provide a legal opinion on the options available to Mr. Dolan.

Comprehensive Plan Amendment for MD Heritage Area Certification

Commissioner Schmidt stated that the Planning Commission and Town Council had previously discussed applying to certify parts of the Town as a Maryland Heritage Area which would help the Church's, Rural Life Museum and other nonprofit organizations receive grant funding. In order to receive this certification, the Planning Commission needs to do a comp plan amendment and Attorney Ryan presented a Resolution to do so. Attorney Ryan stated that once the Planning

Commission introduces the Resolution, notification must be sent to the County and State allowing them 60 days to comment. If the Planning Commission chose to introduce the Resolution tonight, a public hearing could be held at the June 18th Planning meeting. Commissioner Schmidt made a motion to introduce Resolution 1-2024. Commissioner Metje seconded the motion and it was unanimously approved. A public hearing was set for 5:55 pm on June 18th.

Commission/Staff Items

The Planning Commission continued their work on the Zoning Ordinance and reviewed the draft copy provided by Planner Johnston dated April 9, 2024. Planner Johnston will create a proposed Zoning Map for the Planning Commission to review and discuss at their May 13th workshop.

With there being no further business to discuss, the meeting was adjourned at 7:43 pm.

Respectfully submitted,
Erin Braband, Town Administrator