

TOWN OF TRAPPE
PLANNING COMMISSION
TELECONFERENCE

August 18, 2020

Meeting – 7:00 pm

The meeting of the Trappe Planning Commission was held by teleconference. The meeting was called to order at 7:00 pm by Chairman Edgar Harrison. Planning Commission members Bobby Quidas, Scott Metje, Brian Schmidt, and Norm Fegel were present. Other attendees for the Town: Cheyenne Cowell, Erin Braband, Haley Grinnell, Peter Johnston, and Lyndsey Ryan. Public attendees: Don English, Bob Rauch, Ryan Showalter, Tom Davis, and Wes Schuman.

Review of Minutes

The minutes of the July 27, 2020 meeting were approved with one correction.

Old Business

Lakeside Project Update

Bob Rauch gave an update on the current status of the Lakeside subdivision. Mr. Rauch stated that he submitted the site improvement plans to Town Engineer. Lakeside received confirmation via email that the State Highway Administration approved the entrance permit. Mr. Rauch stated that they hope to break ground on the entrance as soon as they receive the permit. Mr. Rauch plans to present a preliminary site plan and application for Phase 1 to the Planning Commission at its September meeting.

New Business

Final Plat Review – W. Maple Ave, LLC

Tom Davis presented the Final Plat submission for the Applicant, West Maple Avenue, LLC (filed with minutes). The Applicant met with the Town Engineer and is working to address their comments. The Applicant is requesting Final Plat Approval with Conditions.

Peter Johnston presented a memorandum recommending Final Plat Approval with the following Conditions:

1. Planning Commission review and approval of the Homeowners Association Agreement (HOA);
2. the applicant obtains all required agency signatures;
3. monuments to be installed are located on the record plat;
4. Town Department of Public Works and Town Engineer sign off on existing stormwater management systems and utility easements;

5. the applicant verifies an approved Forest Conservation Plan and Stormwater Management Plan;
6. the applicant provides evidence of existing adequate power and phone service (see Item #63 on the applicant's cover letter);
7. the applicant submits a lighting plan when established with Delmarva Power (see Item #58 on the applicant's cover letter);
8. 911 addressing of the lots is completed (see Item #67 on the applicant's cover letter);
9. the plat includes a tabulation of required parking (2 spaces per unit). Show and number all spaces intended for the use of the HOA (+/- 71). Include the onsite parking for each unit (see Exhibit A);
10. eliminate unnecessary lines delineating prior parking scheme where they intersect townhouse lots 17 through 24; and
11. the landscape plan, signed by the Planning Commission Chair, is included with the record plat. The HOA agreement should address the residents' or management company's obligation to maintain the open space and landscape plantings (see Exhibit B).

Attorney Ryan recommended that the record plat not be signed and recorded until an Amended and Restated Public Works Agreement and any sureties required by the Town are in place. Chairman Harrison stated that this should be added as one of the Conditions of Final Plat Approval. Attorney Ryan is drafting an Amended and Restated Public Works Agreement and hopes to present it to the Town Council in time for its September meeting.

Commissioner Schmidt requested that Bradford Pear trees not be included in the Landscape Plan. The Applicant stated that they would comply with Commissioner Schmidt's request.

Commissioner Schmidt motioned to grant Final Plat Approval with the aforementioned Conditions. Commissioner Quidas seconded the motion, and a vote was called:

Harrison – Y Fegel – Y Quidas – Y Metje – Y Schmidt – Y

Motion Approved.

Staff Items

No Staff Items were discussed.

Adjourn

With no other business to discuss, the meeting adjourned at 7:25 pm

Respectfully submitted,

Haley Grinnell

Zoning Administrator