

**WORCESTER COUNTY PLANNING COMMISSION
MEETING MINUTES – February 1, 2024**

Meeting Date: February 1, 2024

Time: 1:00 P.M.

Location: Worcester County Government Office Building, Room 1102

Attendance:

Planning Commission

Jerry Barbierri, Chair
Mary Knight, Secretary
Ken Church
Marlene Ott
Phyllis Wimbrow
Betty Smith

Staff

Jennifer Keener, Director, DRP
Matt Laick, Deputy Director, DRP
Kristen Tremblay, Zoning Administrator
Stu White, DRP Specialist
Bob Mitchell, Director, Environmental Programs

I. Call to Order

II. Administrative Matters

A. Review and approval of amended minutes, January 4, 2024

As the first item of business, the Planning Commission reviewed the minutes of the January 4, 2024 meeting.

Following the review, a motion was made by Ms. Ott to approve the minutes as written, Ms. Smith seconded the motion, and the motion carried unanimously.

B. Board of Zoning Appeals Agendas, February 8, 2024

As the next item of business, the Planning Commission reviewed the agenda for the Board of Zoning Appeals meeting scheduled for February 8, 2024. Ms. Tremblay was present for the review to answer questions and address concerns of the Planning Commission.

No comments were forwarded to the Board.

C. Technical Review Committee Agenda, February 14, 2024

As the next item of business, the Planning Commission reviewed the agenda for the Technical Review Committee meeting scheduled for February 14, 2024. Mr. White was present for the review to answer questions and address any concerns of the Planning Commission.

No comments were forwarded to the Committee.

WORCESTER COUNTY PLANNING COMMISSION
MEETING MINUTES – February 1, 2024

III. §ZS 1-325 Site Plan Review

Assateague Farm Brewery

As the next item of business, the Planning Committee reviewed a site plan for a proposed Agritourism facility / farm brewery operation consisting of commercial kitchen, bathroom, and tasting room additions to the existing 1500 sq. ft. roadside stand building, a 2400 sq. ft. brewery building, and a 3,600 sq. ft. storage building. Located at 8816 Stephen Decatur Highway, Tax Map 33, Parcel 29, Block 10, Tax District 03, in the A-2 Agricultural District. Paul Carlotta and Steve Kansak were present for the review.

Mr. Carlotta introduced the project. He stated that he was seeking major site plan approval for the property so permits could be procured for the proposed expansion of the existing building as well as the new brewery and storage buildings. Mr. Barbierri questioned if the property was served by private well and septic. Mr. Carlotta answered that tasting room building is served by public water and sewer from the Mystic Harbor Sanitary District and they currently have 6 Equivalent Dwelling Units (EDUs). He further stated that the brewery operation is served by an on-site private well and the wastewater is collected in a holding tank. Mr. Kansak added that the bathroom addition was a requirement from Environmental Programs and Bob Mitchell confirmed that to be the case.

Mr. Barbierri asked to review the Design Guidelines and Standards for Commercial Use waiver requests. Mr. Carlotta asked the Planning Commission to grant all the waivers that are listed in the Staff Report. Mr. Carlotta presented additional renderings which he described in detail. He stated that the renderings were revised to make an attempt to meet the Design Guidelines. Various architectural features have been added such as a cupola. Mr. Barbierri asked if there was a sidewalk. Mr. Carlotta stated that the sidewalk is only from the parking area to the building. Ms. Ott asked if it was a gravel parking lot to which Mr. Carlotta responded no, that it was made from compressed concrete millings. He stated that it was a hard, durable surface capable of providing wheelchair access. Mr. Barbierri asked about any proposed landscaping along the front of the building. Mr. Carlotta explained that he had planted approximately 15 trees across the front of the property which are four to five years old. Mr. Barbierri asked about foundation landscaping specifically in front of and around the building. Mr. Carlotta responded that he had no intention of planting any because he was trying to keep the farm appearance. He added that they do have window boxes that his wife maintains yearly. Ms. Ott asked Mr. Carlotta to add window boxes to the remainder of the windows.

Mr. Barbierri asked Staff if there was a requirement for sidewalks along Rt. 611. Ms. Keener responded that it is in the Design Guidelines, but the requirement can be waived by the Planning Commission. She added that State Highway was working on a plan to add sidewalks along Rt. 611 but that may not happen soon.

**WORCESTER COUNTY PLANNING COMMISSION
MEETING MINUTES – February 1, 2024**

Following the discussion, a motion was made by Ms. Knight to approve the proposal on the condition that additional window boxes and foundation landscaping will be installed. Mr. Church seconded the motion, and the motion carried unanimously with Ms. Wimbrow abstaining.

IV. Code Requirement Waiver Request

Arcola Towers – Onley Road

As the next item of business, the Planning Commission reviewed a request to waive the landscape irrigation requirement for a proposed 170 ft. tall telecommunications monopole and 50 ft. x 50 ft. fenced compound. Located at 5614 Onley Road, Tax Map 79, Parcel 91, Tax District 08, in the A-1 Agricultural District.

Mr. Barbierri introduced the proposal. He stated that the proposed tower was in a location where it would be a challenge to get water to. Ms. Wimbrow noted that the site plan did not illustrate proposed landscaping. Mr. White clarified that a revised site plan had been recently submitted to the Department for review containing the necessary landscaping. Mr. Barbierri asked the Planning Commission if they would like to delay the vote until they could review the revised site plan. It was agreed that Staff could review the revised site plan to confirm compliance with the Zoning Code.

Following the discussion, a motion was made by Ms. Wimbrow to waive the landscape irrigation requirement as requested. Ms. Smith seconded the motion, and the motion carried unanimously.

Miscellaneous

Ms. Keener asked the Planning Commission to keep in mind that in the future, the Comprehensive Plan review would be taking place on the second Thursday of each month.

V. Adjourn – A motion to adjourn was made by Ms. Ott and seconded by Ms. Wimbrow.



Mary Knight, Secretary



Stuart White, DRP Specialist