

**WORCESTER COUNTY PLANNING COMMISSION
MEETING MINUTES – December 2, 2021**

Meeting Date: December 2, 2021

Time: 1:00 P.M.

Location: Worcester County Government Office Building, Room 1102

Attendance:

Planning Commission

Jerry Barbierri, Chair
Rick Wells, Vice Chair
Marlene Ott, Secretary
Mary Knight
Brooks Clayville
Betty Smith

Staff

Jennifer Keener, Director, DRP
Gary Pusey, Deputy Director, DRP
Kristen Tremblay, Zoning Administrator
Stu White, DRP Specialist
Roscoe Leslie, County Attorney

I. Call to Order

II. Administrative Matters

A. Review and approval of minutes, November 4, 2021

As the first item of business, the Planning Commission reviewed the minutes of the November 4, 2021 meeting.

A motion was made by Ms. Ott, seconded by Ms. Smith, and carried unanimously to approve the minutes.

B. Board of Zoning Appeals Agenda, December 9, 2021

As the next item of business, the Planning Commission reviewed the agenda for the Board of Zoning Appeals meeting scheduled for December 9, 2021. 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, November 10, 2021

As the next item of business, the Planning Commission reviewed the agenda for the Technical Review Committee meeting scheduled for December 8, 2021. Ms. Tremblay was present for the review to answer questions and address concerns of the Planning Commission. No comments were forwarded to the Committee.

III. Private Road Request (§ ZS 1-123)

A. As the next item of business, the Planning Commission reviewed a request from Keith Iott, PE, RA, on behalf of his client, Kathy Clark to establish an approved private road within the proposed Shady Side Village Residential Planned Community (RPC) to be identified as Buttercup Lane. Ms. Keener introduced the request. Ms. Ott expressed concern about the proposed name being

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confused with Buttercup Court in Berlin, MD. Ms. Keener assured Ms. Ott that the name choice was carefully considered and was agreed upon by Kelly Henry to be appropriate.

After discussion, Ms. Knight made a motion favoring the request, which was seconded by Ms. Smith, and carried unanimously by the Commissioners.

IV. Residential Planned Community (RPC) Amended Setback Request

- A. As the next item of business, the Planning Commission reviewed a request to revise the setbacks from the approved private road within the Shady Side Village Residential Planned Community (RPC), subject to the approval of the approved private road and the project consists of a minor modification by the County Commissioners. Ms. Keener introduced the request.

After discussion, Ms. Ott made a motion favoring the request, which was seconded by Ms. Knight, and carried unanimously by the Commissioners.

- IV. Adjourn** – A motion to adjourn was made by Ms. Knight and seconded by Mr. Smith. The Planning Commission adjourned at 1:09 P.M.



Jerry Barbierri, Chair



Stuart White, DRP Specialist