

WORCESTER COUNTY PLANNING COMMISSION AGENDA

Thursday, November 6, 2025

Worcester County Government Center

One West Market St., Room 1102

Snow Hill, Maryland 21863

The public is invited to view this meeting live: <https://worcestercountymd.swagit.com/live>

Due to recent email scams by an individual impersonating a County employee alleging that unanticipated fees are owed, please know that Development Review and Permitting (DRP) will never require payment by wire transfer. If you receive such an email or call, contact DRP directly at 410-632-1200, and staff will be glad to assist you.

I. Call to Order (1:00 p.m.)

II. Administrative Matters

A. Planning Commission Meeting Minutes – October 2, 2025

B. Board of Zoning Appeals Agenda – November 13, 2025

C. Technical Review Committee Agenda – November 12, 2025

III. Text Amendment

A. § ZS 1-320(b)(2) – Off-street parking – Clearance Height

IV. Adjournment

**WORCESTER COUNTY PLANNING COMMISSION
MEETING MINUTES – October 2, 2025**

Meeting Date: October 2, 2025

Time: 1:00 P.M.

Location: Worcester County Government Office Building, Room 1102

Attendance:

Planning Commission

Jerry Barbierri, Chair

Marlene Ott

Kathy Drew

Mary Knight

Ken Church

Staff

Jennifer Keener, Director, DRP

Kristen Tremblay, Zoning Administrator, DRP

Ben Zito, DRP Specialist, DRP

Roscoe Leslie, County Attorney, Administration

I. Call to Order

II. Administrative Matters

A. Review and approval of minutes, September 4, 2025.

As the first item of business, the Planning Commission reviewed the minutes of the September 4, 2025, meeting.

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

B. Review and approval of minutes, September 11, 2025.

As the next item of business, the Planning Commission reviewed the minutes of the September 11, 2025, meeting.

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

C. Board of Appeals Agenda, October 9 2025.

As the next item of business, the Planning Commission reviewed the agenda for the Board of Zoning Appeals meeting scheduled for October 9, 2025. Ms. Tremblay was present for the review to answer questions and address concerns of the Planning Commission.

Ms. Drew inquired about Case No. 25-56 regarding the five (5) variances associated with a proposed minor subdivision, including three (3) variances to the front and side yard setback for existing poultry houses from 200 feet to 100 feet (a reduction of 100 feet). Ms. Tremblay provided an overview of the variance requests and the proposed subdivision.

After a discussion, no comments were forwarded to the Board.

D. Technical Review Committee Agenda, October 8, 2025.

As the next item of business, the Planning Commission reviewed the agenda for the Technical Review Committee meeting scheduled for October 8, 2025.

**WORCESTER COUNTY PLANNING COMMISSION
MEETING MINUTES – October 2, 2025**

No comments were forwarded to the Committee.

III. Site Plan Review – Ocean Pines Volunteer Fire Department South Station Major Site Plan Review

As the next item of business, the Planning Commission reviewed a Major Site Plan for the Ocean Pines Volunteer Fire Department South Station.

Mr. Eric Jones from Vista Design, Inc. and Mr. Eddie Wells from Ocean Pines Department of Public Works approached the table. Mr. Joe Enste and Mr. Joe Widgeon from the Ocean Pines Volunteer Fire Department (OPVFD) also approached the table.

Mr. Jones provided an overview of the proposed site plan and building. Mr. Enste provided an overview of the OPVFD, OPVFD's current building, and the need for a new building. Ms. Ott commented on the recent Ocean Pines referendum and public hearing regarding the project.

Mr. Enste and Mr. Wells clarified that dumpsters for trash would be located on the adjacent parcel owned and operated by Ocean Pines Public Works. Mr. Jones provided an overview of the requested waivers from the *Design Guidelines and Standards for Commercial Uses*.

Following a discussion, a motion was made by Ms. Ott to approve the following waivers from the *Design Guidelines and Standards for Commercial Uses*:

- Section 16(b)(2),
- Section 16(b)(3),
- Section 16(b)(8),
- Section 19(b)(1),
- Section 19(b)(2).

Ms. Knight seconded the motion, and the motion carried unanimously.

Ms. Ott made a motion to approve the site plan as submitted. Ms. Knight seconded the motion, and the motion carried unanimously.

IV. Adjourn

On a motion made by Ms. Knight and seconded by Ms. Ott, the Planning Commission adjourned.

Mary Knight, Secretary

Ben Zito, DRP Specialist

**NOTICE OF PUBLIC HEARING
WORCESTER COUNTY
BOARD OF ZONING APPEALS
AGENDA**

THURSDAY NOVEMBER 13, 2025

Pursuant to the provisions of the Worcester County Zoning Ordinance, notice is hereby given that a public hearing will be held in-person before the Board of Zoning Appeals for Worcester County, in the Board Room (Room 1102) on the first floor of the Worcester County Government Center, One West Market Street, Snow Hill, Maryland. Audio and video recording will take place during this public hearing.

The public is invited to view this meeting live online at - <https://worcestercountymd.swagit.com/live>

6:30 p.m.

Case No. 25-62, on the lands of Lois and Donald Kline, requesting a variance to the rear yard setback from 5 feet to 1 foot (to encroach 4 feet) for a proposed deck in the A-2 Agricultural District, pursuant to Zoning Code §§ ZS 1-116(c)(4), ZS 1-202(c)(18), ZS 1-305 and ZS 1-318, located at 8553 North Longboat Way, Tax Map 33, Parcel 347, Lot 11, Tax District 10, Worcester County, Maryland.

6:35 p.m.

Case No. 25-60, on the lands of the Giglio Family Revocable Trust, requesting a variance to the front yard setback from 50 feet from a minor collector to 27.3 feet (to encroach 22.7 feet) for a proposed addition in the R-2 Suburban Residential District, pursuant to Zoning Code §§ ZS 1-116(c)(4), ZS 1-206(b)(2) & ZS 1-305 located at 10508 Keyser Point Road, Tax Map 21, Parcel 8, Section A, Block 14, Lots 10 and 11, Tax District 10, Worcester County, Maryland.

6:40 p.m.

Case No. 25-61, on the lands of Paul and Theresa Michalski, requesting a total of four (4) variances, including two (2) after-the-fact variances for an existing mobile home and attached sunroom, from the 10 foot front yard setback to 3.62 feet (a reduction of 6.38 feet) and from the 3 foot right side yard setback to 2.84 feet (a reduction of 0.16 feet); and two (2) variances for proposed landings with steps, from the 10 foot front yard setback to 4.35 feet (a reduction of 5.65 feet) and from the 5 foot rear yard setback to 0.19 feet (a reduction of 4.81 feet) in the A-2 Agricultural District, pursuant to Zoning Code §§ ZS 1-116(c)(4), ZS 1-202(c)(18) and ZS 1-318(d)(1)B, located at 452 Timberline Circle, Tax Map 16, Parcel 94, Lot 452, Tax District 3, Worcester County, Maryland.

6:45 p.m.

Case No. 25-63, on the lands of Kimberly and Shannon Mills, on the application of Mark Spencer Cropper, requesting a variance to the rear yard setback from 30 feet to 22.9 feet (to encroach 7.1 feet) for a proposed covered deck with steps associated with a proposed residence in the R-2 Suburban Residential District, pursuant to Zoning Code §§ ZS 1-116(c)(4), ZS 1-206(b)(2) and ZS 1-305, located at 12636 Torquay Road, Tax Map 21, Parcel 8, Section A, Block 6, Lot 22, Tax District 10, Worcester County, Maryland.

Administrative Matters

1. Appeal of Case Number 25-41

IMPORTANT NOTICE

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**WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE
AGENDA**

**Wednesday, November 12, 2025 at 1:00 p.m.
Worcester County Government Center, Room 1102, One West Market Street,
Snow Hill, Maryland 21863**

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I. Call to Order

II. Site Plan Review (§ ZS 1-325)

A. Coastal Community Church – Major Site Plan Review

Proposed expansion of Coastal Community Church. Development includes proposed 23,000 square foot sanctuary building, parking spaces, and pickleball courts. Located at 10900 Ocean Gateway, Berlin, MD 21811. Tax Map 26, Parcel 461, Tax District 3, C-2 General Commercial. Ocean City Worship Center, owner / Beacon Engineering, LLC, surveyor/engineer.

B. Racetrack Village– Step I Concept Plan Residential Planned Community

Proposed 137 multi-family unit Residential Planned Community. Located at Tax Map 21, Parcel 66, Lot 1, Parcel B, Tax District 3, R-3 Multi-family Residential District. Maryland Medical Owners II, LLC, owner / Vista Design, Inc., surveyor/engineer.

C. KCJ Farms LLC – Minor Site Plan Review

Proposed 0.90-acre dredge spoil site. Located at 6220 Disharoon Road, Snow Hill, MD 21863. Tax Map 55, Parcel 39, Tax District 2, A-1 Agricultural District. KCJ Farms, LLC, owner / Vista Design, Inc., surveyor/engineer.

D. Titan Yachts – Minor Site Plan Review

Proposed 40' x 80' canvas shelter for boat storage. Located at 13053 Old Stage Road, Bishopville, MD 21813. Tax Map 9, Parcel 59, Tax District 5, I-1 Light Industrial District. RLG Property, LLC, owner / Vista Design, Inc., surveyor/engineer.

III. Adjourn



DEPARTMENT OF
DEVELOPMENT REVIEW AND PERMITTING

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1201
SNOW HILL, MARYLAND 21863
TEL: 410.632.1200 / FAX: 410.632.3008

<http://www.co.worcester.md.us/departments/drp>

ZONING DIVISION
BUILDING DIVISION
DATA RESEARCH DIVISION

ADMINISTRATIVE DIVISION
CUSTOMER SERVICE DIVISION
TECHNICAL SERVICES DIVISION

MEMORANDUM

To: Worcester County Planning Commission
From: Jennifer Keener, AICP, Director
Date: October 9, 2025
Re: Text Amendment– New § ZS 1-320(b)(2) - Off-street Parking – Clearance Height

At the direction of the Worcester County Commissioners, I have prepared the attached text amendment to the Zoning and Subdivision Control Article. The amendment sets a minimum clear height of seven feet for covered or enclosed structures when associated with required residential off-street parking for two-family, multi-family and townhouse dwelling units.

An issue has arisen within a residential townhouse development currently under construction where the required off-street parking was provided within the garage. In this particular situation, the clearance is 7' 0.5" from apron to garage frame as measured on a sample unit. The inspector advised that the components of the garage door did not set flush with the opening when in an open position, so it resulted in a 6' 8.5" measurement to the interior garage slab. As a result, a significant number of owners/tenants are unable to physically park their vehicles in the garage. This exacerbates parking elsewhere in the community.

In the past, DRP has found that mechanical equipment, steps, and other features within the garage tend to encroach into the area designated for parking. Therefore, in more recent developments, staff have encouraged the required off-street parking to be designated exterior to the unit, even though a garage is provided. If required off-street parking was provided in the driveway, the garage would not have to comply with this provision.

The Planning Commission shall review the bill and make a recommendation to the Worcester County Commissioners (favorable or unfavorable) and can make recommendations for changes to the proposed language. If at least one County Commissioner introduces the amendment as a bill, then a public hearing date will be set for the Commissioners to obtain public input prior to acting on the request.

As always, I will be available at your upcoming meeting to discuss any questions or concerns that you have regarding the proposed amendment.

COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND

BILL 25-__

BY:

INTRODUCED:

A BILL ENTITLED

AN ACT Concerning

Zoning – Off-street parking clear height

For the purpose of amending the Zoning and Subdivision Control Article to require a minimum clear height for off-street parking provided in an enclosed structure in two-family, multi-family, and townhouse dwelling units.

Section 1. BE IT ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that a new Subsection § ZS 1-320(b)(2) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be enacted to read as follows:

- (2) For two-family, multi-family and townhouse dwelling units, required off-street parking located within a covered or enclosed structure shall maintain a minimum clear height of seven feet at the entry point and within the enclosure while any garage door is in the open position.

Section 2. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that this Bill shall take effect forty-five (45) days from the date of its passage.

PASSED this _____ day of _____, 2025.

Subtitle ZS1:III. Supplementary Districts and District Regulations

§ ZS 1-320. Off-street parking areas.

(b) Parking space dimensions. Every off-street parking space, with the exception of parking spaces reserved for the handicapped, shall measure as follows:

Type of Space	Width (feet)	Length (feet)
Typical space	10	20
Parallel space	10	23
For commercial facilities over 50,000 square feet in gross floor area and for park and ride facilities:		
Not less than 60 percent	10	18
Not more than 40 percent	9	18

- (1) The length of a typical parking space may be reduced from twenty feet in length to eighteen feet in length with a two-foot overhang into a landscaping strip at the head of the parking space, provided that the Department has determined that this landscaping is not necessary to meet the minimum requirements for landscaping as specified elsewhere in this Title and provided that the encroachment does not reduce the width of a buffer strip prescribed by this Title.