

**Indian Head Planning Commission Meeting Minutes**  
**GoToMeeting**  
**July 15, 2020**

Clerk Brady called the Planning Commission meeting to order at 5:31p.m. Members in attendance:

Wayne Higdon  
Kelly White  
Anthony McFarland  
Brian Israel  
Anita Sampson  
Andrea Hornung, Base Liaison

Staff in attendance:  
Ryan Hicks, Town Manager  
Mark Harman, Zoning Administrator  
Andrea Brady, Clerk

Clerk Brady explained that Chair Armstrong had to leave town unexpectedly and would not be in attendance for this evening's meeting.

Public Comment – Clerk Brady opened for the floor for public comment, there being no comments Clerk Brady asked Mark Harman to lead the agenda for the next two items.

Application to Subdivide Lot 7, 4065 Stepney Place – Mr. Harman gave an overview of the application and plan to subdivide lot 7, 4065 Stepney Place. Mr. Harman explained that there is currently one common access drive servicing 3 lots and as part of this application a legal easement has been created to allow access to proposed lots 1 and 2 along with the third lot that is not involved in this subdivision. The application is to subdivide lot 7 that has 2 homes on it. Per the last review letter dated July 14<sup>th</sup>, (see attached) all compliance issues have been satisfied. Any remaining items will be taken care of prior to recording. Mr. Harman stated that ARRO recommends approval. Wayne Higdon made a motion to approve the application to subdivide. Brian Israel seconds the motion. All in favor.

Anchorage Subdivision Final Plan – Mr. Harman gave an overview on the final plan for Anchorage subdivision. The final plan is identical to the plan reviewed by the Commission previously with the addition of calculations and some clerical additions. Mr. Harman explained that there are items that will need the Commission's comment/decision and he went through the July 15<sup>th</sup> review letter (see attached).

The first item for consideration was the requirement in the stormwater ordinance to provide fencing around all stormwater facilities. The applicant looking not to put some of these fences in place. ARRO's position is that the fencing is a safety feature regardless of the amount of water. Doug Meeker, Vice President of Elm Street Development, thanked Mr. Harman for the time given to them over the past couple weeks to work out the final tech issues. Mr. Meeker explained

that the stormwater facilities are not the typical ponds that a lot of people think of when they think of stormwater facilities, they are environmental site design devices, a lot of them are only 9 inches deep, several are 2 feet deep and they hold rain water for approximately 36 hours and then they are dry. Mr. Meeker stated that the requirement in the design manual goes back to the early 2000's when it was adopted, when the stormwater management requirements were completely different than they are today. Mr. Meeker has worked in a lot of different jurisdictions that do not require these type of designs to be fenced since they are not deemed a hazard like the old deep ponds of water and they look more similar to landscape features. Mr. Meeker feels that fencing these stormwater areas would be another maintenance burden for the HOA and they would not be as aesthetically pleasing. The areas are landscaped heavily, and they look more like a landscape feature for the community. Mr. Harman asked the Commission for comments or concerns on the fencing. Wayne Higdon asked where the ponds are located and if they are accessible to children. Mr. Meeker stated that the larger ones are behind the units in the perimeter of the property and the smaller ones which are around 9 inches deep are mixed through with some adjacent to townhouse lots. These stormwater features are required by the Maryland Department of the Environment. Wayne Higdon made a motion to proceed without the fencing requirement. Brian Israel seconds the motion. All in favor.

Mr. Harman moved through the remainder of the review letter. The plan will be given back to the Town following installation to make sure everything required was included on the as built plan. Mr. Harman spoke about the bond for financial security, but an approved plan is required prior to that portion and he will work with the applicant on that following approval.

Mr. Harman moved the discussion to right of ways and street widths. The Commission had required the applicant to reach out and speak to fire and rescue about the proposed widths and access. Mr. Meeker explained that following the preliminary plan meeting they reached out to the State Fire Marshal on several occasions by phone and email and they were unable to get a response. Mike Przybocki with SOLTESZ, put together the exhibits that were submitted for Commission review that show how a standard fire truck, tractor trailer, snowplow and various equipment would be able to navigate the roads in the community.

Wayne Higdon asked if the alleyways behind the buildings will be the trash access and stated that it would be good to have that accessible for larger vehicles. Mr. Meeker explained that the alleyways are accessible for garbage trucks and they are designed to the Town's standards and the alleyways are private for the property owners.

ARRO had no issue with the proposed widths and based on the submitted exhibits there would be no issue with equipment getting through. At the preliminary plan meeting, the Commission requested to verify that equipment would be able to get through the roadways as designed and the applicant has provided data showing they will. Mr. Higdon asked for the width on the main streets. Mr. Meeker stated that they will be 28 feet. Wayne Higdon made a motion to approve the street width as proposed. Kelly White seconds motion. All in favor.

Andrea Hornung was trying to read the notes on the plan, and had spoken about previously about there being a note on the plans in reference to the the HOA maintaining the fence line by the installation and asked that, that note be carried through to further plans. Mr. Meeker stated that

the note is not on the plans but is addressed in the HOA documents. Ms. Hornung asked to have a note added to the plans as well. Mr. Meeker will add a note to the cover sheet and Mr. Harman will verify the addition.

Mr. Harman went through the remaining comments in the review letter. ARRO's recommendation is to approve the final plan since all technical issues have been addressed and the plan is compliant. Kelly White made a motion to approve the final plan for Anchorage subdivision. Wayne Higdon seconds the motion. All in favor.

Approval of Meeting Minutes for February 19, 2020 – Clerk Brady requested a motion to approve the minutes as presented. Kelly White made a motion to approve the minutes as presented. Wayne Higdon seconds the motion. Motion carried.

With no further discussion, Clerk Brady requested a motion to adjourn. Wayne Higdon made a motion to adjourn. Kelly White seconds the motion. Clerk Brady adjourned the meeting at 6:05pm.

Submitted by:

  
Andrea Brady  
Town Clerk

8/19/2020  
Date