

Denton Planning Commission

Teleconference Minutes

Town of Denton

March 31, 2020

Planning Commission Members:

Doris Walls, Chairperson*

William Quick*

Sue Cruickshank**

Joseph Mayer, Jr.*

Lauren Shilling*

Stephen Mead*

* Those Present by Teleconference

** Excused

*** Absent

Participants by Teleconference:

Walter Keith Johnson
Denton Town Council

Peter Johnston
Town Planner Consultant

Harry Wyre

Donald H. Mulrine, Jr.
Town Administrator

Recording:

Donna Todd, Planning and Codes

PROCEEDINGS

Call to Order:

The Planning Commission Meeting was called to order by Chairperson Walls at 6:00 p.m., on March 31, 2020, by teleconference and followed by the Pledge of Allegiance.

Approval of Minutes:

The February 25, 2020, Planning Commission Meeting minutes were reviewed and approved unanimously as submitted.

Old Business #1 – 2010 Comprehensive Plan Update:

Deferred until next month.

Old Business #2 – Other:

None.

New Business #1 – Korah Pulimood/Minor Site Plan – Harry Wyre, Representative for Dr. Korah Pulimood (Applicant), made the presentation for a minor site plan. The Applicant is requesting approval for a change of use and conversion of the vacant building to a medical office building located at 101 North Sixth Street.

Mr. Wyre provided an explanation of the request. A small portion of the building will be used for Dr. Pulimood's office because he has to relocate from his current office that is located in the town of Denton. The Applicant plans to develop the rest of the building in the future and is requesting approval to provide the remainder of the site plan requirements with the future development plans.

Vice Chairperson Quick requested the Applicant to provide the Planning Commission with the site plan items that require a waiver.

Mr. Wyre is requesting relief from the following Appendix 1, item numbers:

3. Date of survey will be in Phase 2.
10. Signature block for Town will be added in Phase 2.
11. Certification blocks will be added in Phase 2.
13. Metes and bounds survey with dimensions, bearings, curve, data, length of tangents, radii ,arc, chords, and central angles for all center lines and right of ways, and centerline curves on streets, datum and benchmark, primary central points approved by the Town Engineer in Phase 2.
14. Acreage of tract to the nearest thousandth of an acre will be in the site plan for Phase 2.
19. The location, character and orientation of signs will addressed on Phase 2 site plan.
37. System of drainage for this and adjacent sites plus any larger tract or basin it is part of will be handled in Phase 2.
43. Soil types based on Caroline County Soil Survey will be included with site plan in Phase 2.
55. Grading and drainage plans for roads, ditches, sediment basin and berms will be detailed on Phase 2 site plans.
61. location of outdoor storage areas will be in Phase 2.
63. Construction details as required will be in Phase 2.
64. Stormwater management will be on site plans for Phase 2
65. Soil erosion and sediment control plan will be included with Phase 2 site plan.
66. Location and design of outdoor lighting facilities will be included in Phase 2.
67. Lighting plan and details will be in Phase 2 site plan.
72. Public works agreement and surety instruments will be covered in Phase 2.

Vice Chairperson Quick requested clarification on the lighting and the proposed timeline for Phase 2 improvements.

The Applicant will proceed with the development of Phase 2 with potential first floor commercial tenants and/or second floor apartments.

The current doctor's office has a Town waste container and a medical waste container.

At this time, the doctor is part-time with two office staff.

Mr. Mulrine confirmed the doctor has a 32 gallon waste container each week, and the building currently has lighting that shines around the entire building.

Chairperson Walls requested clarification on the doorway entrance and ADA accessibility on the drawing.

Mr. Wyre confirmed the doorway is required to meet Fire Code.

Chairperson Walls stated the sidewalk is required to be five feet and ADA accessible.

The handicap parking space in the parking lot will not work.

Mr. Wyre has revised the parking plan to move the handicap parking space to the middle of the parking lot with an opening to accommodate a car or van and will provide the revised plan to the Town.

Chairperson Walls suggested installing bumpers for vehicles.

Mr. Wyre stated the staff are at the office daily during the week, and Dr. Pulimood is only in the office one or two days a week depending on his hospital schedule.

Chairperson Walls noted fire trucks would not be able to access the parking lot.

Mr. Mulrine noted this was the existing driveway for the existing site.

Mr. Wyre confirmed the parking lot will not be paved and a dumpster is not required.

The Applicant will be screening the parking lot.

When future development occurs, professionals will survey the property and provide the complete site plan to include the increase in the parking area and bring the property into compliance with the Town Code.

Chairperson Walls noted there are eighteen items not completed on the site plan checklist.

Mr. Wyre stated that it would be a financial burden for the doctor to meet the site plan requirements for a part time office.

Vice Chairperson Quick noted the Applicant is requesting to utilize 20% of the building and meeting 70% of the requirements which seems fair.

Mr. Wyre confirmed the Applicant is requesting approval for Phase I to include the medical office and Phase II development will meet all the Town Code requirements.

Commissioner Mayer noted allowing this business in this vacant building is good. The Applicant should focus on adequate ADA accessibility for the parking lot and into the building. The future development will meet all the Town Code requirements. The dumpster pad will be addressed in the design stage of Phase II.

Commissioner Mayer motioned to approve the minor site plan for Korah Pulimood at 101 North Sixth Street.

Vice Chairperson Quick seconded the motion. The motion passed (4:1).

Chairperson Walls voted Nay.

Commissioner Mayer motioned to grant final approval for the minor site plan for a change of use and conversion of the vacant building to a medical office building for Korah Pulimood at 101 North Sixth Street conditioned upon final adequate engineering drawings.

Vice Chairperson Quick seconded the motion. The motion passed (4:1).

Chairperson Walls voted Nay.

New Business #2 – Other:

Peter Johnston noted the approval for the minor site plan will encourage future development of the property. This is the kind of flexibility that the Planning Commission needs for the future redevelopment of the Town particularly as we see the impact of this pandemic and how it affects our economy and the town of Denton.

This property is split zoned, General Commercial (GC) and Mixed Residential (MR). When we work on the comprehensive rezoning, this will be a property to be addressed and any other properties with split zoning.

Please view the videos that Mr. Johnston has been sharing for the Comprehensive Plan update.

Staff Item #1 – Other:

None.

Adjournment:

The meeting adjourned at 6:41 p.m.