



**Town of Port Deposit
Planning Commission Meeting Minutes
November 30, 2017**

CALL TO ORDER: Chairman Heck called the meeting to order at 7:00 p.m.

PRESENT: Jeff Heck - Chair, Commissioner Thiele, Commission Davidson, and Alternate Commissioner Shuman, Council Liaison Brown, Lauren Good – KCI (Town Engineer), Mary Vitale, Hazen and Sawyer representing Cecil County, and Town Administrator Rinkerman.

ABSENT: Commissioner Luongo.

MINUTES: Minutes from the October 26, 2017 meeting were not available.

NEW BUSINESS:

- 1. File: 11-2017**
 - Applicant: CC Dept. of Public Works – Hazen and Sawyer
 - For: Final Site Plan - Wastewater Treatment Plant
 - Location: 415 Bainbridge Road
 - Tax Map: 29
 - Parcel: 68
 - Zoned: BX-Flexible Use
 - Proposed Use: New Wastewater Treatment Plant

6/22/2017 - Concept plan and zoning designation approved with elevation of up to 30 feet and five parking spaces.

10/26/2017 – Preliminary site plan approved.

Lauren Good, KCI, advised that the Commissioners have a copy of the final site plan review letter dated November 16, 2017 and an updated status report of final outside agency approvals that are pending submission: Stormwater Management, Soil Erosion & Sediment Control, Health Department, Forest Stand Delineation/Forest Conservation Plan, Water & Sewer and Grading. All other submissions have been received. She advised that the final site plans submitted at this meeting requires a revision to indicate this is the Final Site Plan with the required signatures. There are three pages that will be needed to be resubmitted for the final plans showing the lighting plan for the site.

Mary Vitale, Hazen and Sawyer, responded to the following questions: the lot dimensions indicated on the final site plans are the lot dimensions indicated in the lease agreement; Cecil County will provide an alarm system and response as per their procedures and there is a diesel generator back-up; the system is designed to drain to an equalization tank if there is an emergency and there is adequate storage; and the demolition permit is for the removal of two existing buildings on the site and the demolition has been approved by the Maryland Historic Trust.

Motion was made by Commissioner Thiele to approve the final site plan for the wastewater treatment plant contingent upon submission of the Stormwater Management Plan, Soil Erosion & Sediment Control Plan, Health Department approval, Forest Stand Delineation/Forest Conservation Plan, Water & Sewer Plan, and Grading Plan; and submission of the three pages as designated by KCI, and a revised front cover sheet indicating Final Site Plan. Seconded by Commissioner Davidson. Motion carried unanimously.

Chair Heck adjourned the meeting at 7:15 p.m.

Approved:



Jeff Heck, Chair