

MINUTES

ON WEDNESDAY, SEPTEMBER 19, 2018, AT 5:00 P.M., THE MAYOR AND COUNCIL OF THE CITY OF CRISFIELD HELD A SPECIAL MEETING IN THE MEETING ROOM OF CITY HALL. DURING THE SPECIAL MEETING, THE MAYOR AND COUNCIL REVIEWED WITH CITY STAFF AND PETER JOHNSTON, THE CITY'S PLANNING CONSULTANT, THE PROPOSED ORDINANCE AMENDING AND RESTATING CHAPTER 112 (ZONING) OF THE CRISFIELD CITY CODE.

PRESENT

Barry Dize, Mayor
LaVerne Johnson, Council Vice President
Barbara Ward, Councilwoman (arrived at 5:08 p.m.)
Nelson Sheppard, Councilman
Gail Lankford, Councilwoman
Jimmy Ford, Councilman
Richard M. Pollitt, Jr., City Manager
Joyce L. Morgan, Clerk-Treasurer
Michael Sullivan, City Solicitor

Also in attendance; Valerie Swift, Secretary; Peter Johnston, Richard Crumbacker; George Friedley; Sue Ransom; and WBOC reporter.

Mayor Dize called the meeting to order with the Lord's Prayer and the Pledge of Allegiance.

Mayor and Council Review, with City Staff and the City's Planning Consultant, the Proposed Ordinance Amending and Restating Chapter 112 (Zoning) of the Crisfield City Code

Mr. Sullivan made reference to several meetings with the Planning Commission for them to review the re-draft of the zoning code and zoning map, and advised that Mr. Johnston will explain the theories of the re-draft which are to;

- 1) Promote growth
- 2) Streamline development

He advised that there are no zoning designation changes, there will be a new map, and there are no new uses of property. Mr. Sullivan advised that the re-draft takes the current code and updates it's provisions, produces a digital document and makes it more customer-friendly.

Mr. Sullivan advised that there is not a lot of new information, just re-organization and that Mr. Johnston will give the overview. He also noted that this will govern growth and development in the City for years to come. He advised that the Ordinance will be submitted for First Reader on October 10, 2018, with a public hearing two weeks later and Second Reader at the first meeting in November. He noted that the Planning Commission had met four or five times before making a recommendation to the Mayor and Council.

Mr. Johnston advised that the re-draft streamlines the review process and defines roles, and makes the document user friendly with a permitted uses list. He went on to review the basis for the revisions, noting it provides a check-list for certain processes.

Mr. Johnston advised that the re-draft provides plans for large scale development through a floating zone (not on the map) and he advised that this type of development is submitted to the Planning Commission, not the Board of Zoning Appeals.

Mr. Johnston stated that also added is an overlay zone for infill and redevelopment as well as an airport overlay – flight limiting area. Mr. Johnston noted that there will also be landscape regulations for parking lots as well as requirements for screening trash receptacle areas.

Mr. Sullivan asked Mr. Johnston for the definition of “infill”. Mr. Johnston advised that infill is the development of vacant and underutilized properties.

Mr. Sullivan noted that this would encourage the development of existing property. He advised that the re-draft can be amended the same way as the old, and that any large developments would require a master development plan prepared by the developer.

Mayor Dize commented that the re-draft should be easier for the new administration and would be fresh and simplified.

Mr. Johnston noted that once you start to use it, you will find things that may need to be changed as communities evolve, and it can be amended. He noted that it will encourage innovation in the City.

Mr. Pollitt noted we should review the current fee structure. Mr. Johnston agreed that we should, and can hire an engineer to help with big projects and pass the cost on to applicants through a Cost Recovery Agreement.

Richard Crumbacker made reference to “Grandfathering”.

Mr. Johnston advised that this has not changed. He also noted that for existing parking lots with more than 5 spaces, landscaping is not retro-active; only for additional parking.

Mr. Crumbacker also made reference to dumpster requirements.

Mr. Johnston advised that they are not addressed.

Mr. Sullivan advised that it does not change any zoning districts or permitted uses. He also advised that the Ordinance will become effective 20 days after Second Reader.

(note – Council Vice President Johnson left meeting at 5:55)

George Friedley made reference to needing an occupancy tax on vacant buildings.

Mayor Dize advised that the goal is to build the City back.

Review and Approval of Borrowing Ordinance 678

Mrs. Morgan reviewed the Ordinance to borrow \$87,000 from Hebron Savings Bank at a rate of 4.5% for five years, for repair and replacement of wells.

After brief discussion, Councilman Sheppard made a motion to consider Ordinance 678 as an Emergency Ordinance. Motion seconded by Councilwoman Ward and carried unanimously 4-0.

Councilwoman Lankford then made a motion to adopt Ordinance 678. Motion seconded by Councilman Sheppard and carried unanimously 4-0.

Review and Approval of Bids for the Installation of Top Soil and Grass Seed Along the Shoulders of Hammock Point Road and Island View Road

Mr. Pollitt advised that the bids were advertised and three were received;

- 1) Bozman Sand & Gravel - \$16,780
- 2) Low Cuts Lawn Care - \$13,425
- 3) Ken Build, LLC - \$ 6,900

Mr. Pollitt recommended awarding the bid to Ken Build, LLC with notice to proceed dependent on a properly executed contract. He also noted that Highway User Revenues were sufficient to pay for the work. Mayor Dize inquired if he was okay with the low bid. Mr. Pollitt replied that Code Enforcement Officer Dean Bozman had explained the details of the project to Vinny Kenney and was confident that he would do a good job.

At this time, Councilman Sheppard made a motion to award the bid for the project to Ken Build, LLC in the amount of \$6,900. Motion seconded by Councilwoman Lankford and carried unanimously, 4-0.

There being no further business for discussion, Councilwoman Lankford made a motion to go into Closed Session as per Subsections 3-305(b)(7) & (8) to Consult with staff, consultants, or other individuals about pending or potential litigation, and to consult with legal counsel to obtain legal advice regarding such pending or potential litigation and to Consult with legal counsel to obtain legal advice regarding matters involving City-owned real property. The Special Meeting adjourned at 6:08 p.m.

Respectfully submitted,

Prepared by Valerie Swift, Secretary

Joyce L. Morgan, Clerk-Treasurer