

January 13, 2014

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**RIDGELY PLANNING COMMISSION  
MEETING MINUTES**

The January 13, 2014 (Combined Dec/Jan) meeting of the Ridgely Planning Commission was called to order at by Martin Sokolich @ 7:00pm.

**Attendance:** Committee President: Martin Sokolich and Committee Member: Rob McQuade. Also in attendance were: Melissa Leonard – Asst. Clerk Treasurer, Cary Malkus – Zoning Administrator, Anthony Casey – President of the Commissioners, Steve Jupitz and Angela Visintainer. ***The approval of the prior meeting minutes has been tabled due to not having a quorum.***

**Old Business**

NONE TO REPORT

**New Business**

**CEDC – Angela Visintainer regarding Tech Park**

There's a company who has given a letter of intent for the Tech Park back in November 2013. According to the rules, this company has one year from letter of intent to break ground. They are looking at a 10,000 square foot building but wants expansion space for the future. Currently, the company has 15 employees but that will increase to 50-100 within the next 5 to 10 years. Angela is here to figure out what she needs to tell anyone interested in building as far as the process goes from Ridgely. It was stated that the Planning Commission first needs to approve the site plans. Currently, the property known as the Tech Park has not been subdivided. Once subdivided, we need a sketch of the building, Site Plans – showing bldg. height, parking, setbacks, etc. and approval documents from the County including Stormwater Management and/or Health Department approval, if necessary. The water main is installed, but individual tap-ins need to happen. Zoning Ordinance information on the Tech Park and Subdivision will be emailed over to Angela.

**Surveying Markers**

Somehow, markers that have been put in place are not matching up. Apparently, the Assessment office believes it's a Ridgely Discrepancy. Martin believes that ultimately it's an administrator issue that the Commissioners will need to solve. He thinks a Resolution needs to be done. There are records that show the markers should conform to the Town Monuments. This makes sense, but Steve Jupitz (a surveyor from Grasonville) found the issues when doing work for Delmarva Power. Martin says he didn't know how far back this issue goes. It was determined that while we appreciated the findings of Mr. Jupitz, we would have to let the Town Commissioners make the decision.

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**Reports and Updates**

Medifast has requested a delivery address to their facility on the Central Avenue side in which they can direct all of their trucks. This is a call that the U.S.P.S. would have to approve, so I reached out to them for approval. The new delivery address is 600 Central Avenue, Ridgely, MD 21660. This is only for delivery. According to the post office, Medifast's address will always remain 601 Sunrise Ave.

Setbacks for the Town of Ridgely have been established at 25ft, or whatever the current schematics of the existing block are.

Terms of each member of P&Z:

- Martin Sokolich
- Jeff Garrett
- Rob McQuade
- Dale Mumford
- Robin Martin\*

\*Send letter to Robin asking if she is still available to serve on the Committee. She has not been to the past three meetings.

***Next Meeting Scheduled for February 24, 2014 @ 7:00pm***

***Meeting adjourned @ 8:07pm***

***Respectfully Submitted by Melissa Leonard – Asst. Clerk Treasurer***