



MEMO



TO: Chip Koogle, Town Manager, Town of Centreville, MD
FROM: Carter Farm Agrihood Development - Ernie Sota / Rebecca Flora
408 Chesterfield Avenue, Centreville, MD

DATE: February 4, 2021

RE: Response to December 9th, 2021 letter from Michael Grassmann, Natural Resources Planner

Please see below responses to requests for additional information posed in the above referenced letter. Items requested by Mr. Grassmann are in italics and our team responses follow and the referenced documents are attached to this memo.

Stormwater Management

- 1. The applicant has submitted a preliminary stormwater management plan (SWM) that shows 250 proposed micro-infiltration Best Management Practices (BMPs). As you are aware, the site must meet Critical Area 10% phosphorus stormwater management pollutant requirements in order to determine if this requirement is met, please clarify whether these BMPs are considered dry wells or infiltration BMPs. Additionally, all BMPs must comply with both MDE and Critical Area design site constraints, design criteria, construction criteria, and maintenance. We note that additional clarification on how the site meets MDE requirements was a condition of approval of the original growth allocation¹.*

Response from Bernie Lamm, P.E. Common Ground

The concept SWM Plan for Carter Farm has over 250 micro-infiltration BMPs. These BMP are distributed throughout the site to capture roof runoff in as distributed a configuration as the source of runoff. Additionally, there are other BMPs distributed throughout the site including: non-roof top disconnects, bioswales, green roof, permeable pavers, rain gardens, and grass swales. All designed with the intent of meeting both the MDE SWM and the Critical Area SWM requirements for ESD to the MEP, in a manner that is very distributed throughout the site in order to approximate the predevelopment site's potential for stormwater discharge.

Specifically, the 250 mirco-infiltration BMPs are designed with the additional Critical Area design criteria that includes a modified dry well design plumbing that will provide pretreatment and filtering. These BMPs will also contain a ponding depth for pretreatment, as well as the requisite stone storage depths, bottom sand filter layer, and observation wells. The calculation for

phosphorus removal of these BMPs was achieved using the MD_ESD Spreadsheet, whereby these 250 BMPs are treated as micro-infiltration BMPs and with the added ponding depths and appropriate storage depths raise the total phosphorus removal rates for these BMPs to 85% as opposed to just 65% for a standard dry well.

Together with the other BMPs stated above, the entire system has been calculated to achieve the critical area 10% phosphorus load removal and achieve the requirement that the entire site is managed by ESD. A copy of the calculation spreadsheet is available for review. Infiltration and geotechnical testing will proceed as necessary to substantiate the infiltration rates, seasonal high- water table, bedrock, hard, pan, or other confining layer elevations to ensure that all the MDE and critical area criteria are met.

Also, the bioswales, and rain gardens and grass swales provide the added benefit of meeting the MDE SWM requirements as well, and the final design will be submitted, and revised as necessary for review and final approval, following the Growth Allocation approval of the conceptual SWM plan.

- Please provide this office with any drafts, for review and comment, of Home Owners Association (HOA) documents or Developers Rights and Responsibilities Agreements (DRRA) regarding the inspections, maintenance, and deed restrictions or easements related to the SWM facilities and how these facilities will be maintained in perpetuity on privately owned lands.*

Please find attached Proposed DRRA terms document that was submitted to the Town on September 30, 2021 as part of the Growth Allocation submittal and remains under review by the Town. The document provides language that addresses the above items that will also be integrate into HOA documents as well as the final DRRA Resolution.

Buffer Management Plan

- The applicant has submitted a conceptual Buffer Management Plan (BMP) that notes the Limits of Disturbance (LOD) to the Expanded Buffer from the proposed SWM outfalls, the proposed 5-foot-wide public access perimeter trail, and the proposed trail overlooks. The Concept Buffer Summary states that the total LOD of proposed Buffer disturbance is 64,997 square feet (s.f.), and the Buffer Establishment provided is 67,975 s.f. Please note that the mitigation ratio for disturbance to the Expanded Buffer is 2:1, and 1:1 for any canopy cleared. Disturbance in the Buffer for a non-water dependent activity is mitigated at a 3:1 ratio, however, since we consider the proposed path to be public access, the mitigation ratio is reduced to 2:1. The proposed Buffer Establishment will count as credit towards the overall mitigation requirement for this project. Please revise the conceptual BMP to reflect the disturbance and clearing mitigation ratios and provide an updated planting plan that satisfies the remaining mitigation requirement.*

Response from Barry Griffith P.E. Lane Engineering

In consultation with Mr. Grassmann, Lane Engineering has revised the Conceptual Buffer Management Plan. It is understood that Buffer disturbance for the water view access trail and overlooks and stormwater management outfalls must be mitigated at a 2:1 ratio. Because the 5 FT wide stone trail and overlooks are intended to be located and constructed in an environmentally

sensitive manner that will not require clearing and grading of the entire 15 FT Limits of Disturbance as shown on the Conceptual BMP, Lane Engineering has modified its calculation of the trail disturbance to be only the permanent area of the proposed trail and overlooks. Disturbance areas for stormwater management outfalls remain based on the full Limits of Disturbance as shown on the Plan.

This revised calculation result in permanent disturbance in the Buffer estimated at 34,796 SF. At 2:1 mitigation, 69,592 SF of planting area is required. 67,930 SF is proposed to be planted in currently non-forested areas within the Buffer. An additional 1,662 SF of planting area is proposed adjacent to the Buffer to meet the full 2:1 mitigation requirement. The entire Buffer will be forested except for the permanent disturbance related to the trail, overlooks and stormwater management outfalls.

There is a prominent note on the Conceptual Buffer Management Plan indicating that a Final Buffer Management Plan will be required once Final Site and Civil Plans are prepared showing the trail, overlooks and outfalls in more detail. It is understood that this Final BMP must be reviewed and approved by the Critical Area Commission (and will noted as a condition of approval for Growth Allocation)

Please also refer to the attached revised buffer zone management plan that assesses the impact of the proposed perimeter trail and overlooks.

Easements for Public Access

- 1. We request copies, for review and comment, of any proposed easements for public access to the perimeter trail, including agreements for invasive species monitoring and removal, and maintenance plans for the trail and overlook areas. The previously approved concept plan noted that a DRRRA between the Town of Centreville and the developer of this project would address the proposed public access trail.*

Please refer to the attached draft DRRRA terms that references public access areas.

We are hopeful that the above responses address the request for additional information by Mr. Grassmann. We can be reached at: Ernie Sota, 412-848-5927 and Rebecca Flora, 202-552-9323.

Thank you.

cc:

Chris Jakubiak
Sharon
VanEmburch
Michael Whitehill
Carolyn Brinkley
Clifford Matthews
Betty Jean Hall
Ryan Showalter



MEMO
(delivered via email)

TO: Steve Kline Council President
FROM: Carter Farm Development - Ernie Sota / Rebecca Flora
408 Chesterfield Avenue, Centreville, MD
DATE: March 17, 2022
RE: Town of Centreville Wastewater (WW) Capacity

We have been in formal discussions with the Town since January, 2021 regarding the Carter Farm development and the site has been targeted for development since its designation as a Traditional Neighborhood Development zoning district in 2014, and in the Community Plan adopted in 2009. Based on early emails and communication with Town staff, as of March 20, 2021, we understood there to be approximately 60,000 gpd or 300 units of remaining wastewater (WW) capacity.

It is our understanding that the Preliminary Engineering Report prepared by WRA and issued in August, 2021 along with recent Town Council discussions have advanced the Town's plans to both remedy the 3-to-5-year end-of-life reality of the existing systems and expand capacity to 1mm gallons to allow for planned growth of the Town. The Town's efforts to-date are expected to meet the State of Maryland's requirements for full funding of the planning and design work for the new systems for which an application was submitted is due on January 31, 2022. We would like to also offer any letter of support or advocacy that may be useful in securing State funding for the current plans for WW replacement and expansion.

While we understand that significant public investment must be made to the wastewater treatment plant, we have been operating under the assumption that capacity for our project based on March 2021 correspondence and have progressed through resolution of a perimeter trail, and text amendments as well as conditional approval from the Planning Commission.

We propose the following approach to continue approval and development of the Carter Farm project concurrent with the Town's wastewater plans. Please also refer to Table 1 further below as to how we project each parcel area coming on-line and the related impact on the wastewater treatment system over the next few years.

1. Proceed with public approval process for the entire project area and submit a final subdivision plat for only the first development phase of parcels 1A,1B,3A, limited commercial and the farm. This initial phase equates to 9,248 GPD for 46 EDUs or a 1.9% increase in current flow as outlined in columns A-D in **Table 1** further below. We note that all units at Carter Farm will achieve [EPA Water Sense](#) Home Certification which requires at least 30 percent more water-efficiency than typical construction. Our mechanical engineer projects a usage of 60 gpd per bedroom per day. This certification effect is shown in column F-H in the Table and would bring the total impact down to 1.42% increased flow over the current GPD for the Town system for our first phase of development.

Assuming the public approval processes currently underway result in positive outcomes, this initial phase of the project would proceed on time utilizing a very small portion of the available capacity and allowing occupancy of 43 homes by end of 2023 – early 2024.

Advancing the approval processes up through that point would allow for marketing and financing of the remainder of the project to continue concurrent with the WW process.

2. Work with the Town regarding public communications to ensure there is a consistent and transparent message about the project and its relationship to the WW plans that include both replacement of existing systems and expansion of capacity for the future.
3. Integrate the WW project schedule with the CF project schedule and phasing. Once the Town's project manager develops the overall WW project schedule, we would integrate it with our project workplan to determine phasing and schedule beyond the Phase 1. We understand that the Town Council will need to review funding of capacity beyond current capacity i.e. Ste of Maryland will likely fund replacement of existing capacity but not fund new capacity. We have taken some data from the PER (see below insert from the PER) and reviewed cost vs revenue and inserted a table below the PER data. This seems to support that adding additional capacity to the plant is economically beneficial i.e. one additional EDU generates a gross revenue of \$9,642. to the Town. We also note the additional benefits to the Town of increased revenue from real estate taxes and income taxes for Carter Farm to be approximately \$344,700 annually at full buildout, plus the multiplier impact of local spending from 126 new households and visitors.
4. We would like to work with the Town on these solutions or others that allow development to proceed in a carefully timed sequencing that is aligned with the WW project schedule. If we are not able to proceed until construction of the wastewater treatment plant is completed, then this (or any) project cannot move forward for as many as four years considering that it takes up to two years for design and approvals before development construction typically starts.

We propose a joint meeting to review the above and identify ways to address the urgency of the Town's WW issues while also ensuring the future development that is a part of the Town's Comprehensive plan is not unnecessarily delayed.

Thank you for your consideration. Ernie Sota: 412-848-5927; Rebecca Flora: 202-552-9323 cc:

CC: Town Council Members

Town of Centreville TAC Members



MEMO



TO: Chip Koogle, Town Manager, Town of Centreville, MD

FROM: Carter Farm Agrihood Development - Ernie Sota / Rebecca Flora
408 Chesterfield Avenue, Centreville, MD

DATE: April 5, 2022

RE: Carter Farm Proposed DRRR Terms

In order to assist with review and comment on our proposed DRRR terms which were submitted as part of our Growth Allocation documents in September of 2021, please find listed below the DRRR Town regulations. The purpose of this Memo is to focus on regulation items 11 and 12. We believe that our proposed terms satisfy the DRRR regulations for many reasons and hope that you agree. Other requirements will be provided and worked out through our design and legal consultants once the terms are reviewed and agreed to by TAC and The Town Council.

We have also included the DRRR topics contained in the previously approved Ordinance 2-2015 (in italics with the items numbers from the Ordinance) which became effective May 7th 2015 with our currently proposed terms beneath, numbered as in our proposed DRRR. Comments are included where necessary. The comments show how we believe our currently proposed terms comply with the regulations and compare with the previously approved DRRR. We of course want to note that the previous development proved financially infeasible for many reasons including costs for items proffered in the previous DRRR.

<u>§ 45-3 Contents of development rights and responsibilities agreements.</u>
<u>A.</u> At a minimum, a development rights and responsibilities agreement shall contain the following:
<u>(1)</u> A legal description of the real property subject to the agreement;
<u>(2)</u> A certification that the petitioner has either a legal or equitable interest in the property;
<u>(3)</u> The names of all parties having an equitable or legal interest in the property, including lien holders;
<u>(4)</u> The duration of the agreement, including any proposed phasing plan of the development;
<u>(5)</u> The permissible uses of the real property;
<u>(6)</u> The density or intensity of use of the real property;

(7) Architectural elevation sketches;
(8) The maximum height and size of structures to be located on the real property;
(9) A description of the permits required or already approved for the development of the real property;
(10) A statement that the proposed development is consistent with applicable development regulations and the Comprehensive Plan of the Town;
(11) A description of the conditions, terms, restrictions or other requirements determined by the Town Council, or its designees, to be necessary to ensure the public health, safety and welfare; and
(12) In addition, the agreement shall include provisions for the following matters to the extent that they are applicable to the proposed development project:
(a) Dedication of portions of the real property for public use;
(b) Protection of sensitive areas;
(c) Preservation or archaeological investigation of prehistoric and/or historic sites, which may provide information not commonly available from similar sites in the County or Town; and preservation or restoration of significant historical structures for which preservation or restoration, and maintenance are desirable and feasible;
(d) Construction or financing of public facilities and extension or improvement of necessary utilities; and
(e) A provision requiring the developer to reimburse the Town for its attorney's fees, costs and expenses incurred in the event the agreement is abandoned or breached by the petitioner.
B. In addition to the matters set out in Subsection A, an agreement may fix the period in which and terms by which development and construction may commence and be completed, as well as provide for other matters consistent with this title, including the phasing of development in such a manner that public facilities and services may be provided in an orderly and sequential fashion in the discretion of the Town of Centreville.

1. Number of Lots – Previously approved at 139.

1. The total number of residential units on the Property shall not exceed 130.

Comments:

The Carter Farm development is proposed at 126 residential lots, 8 lots in parcel 1a, 25 in parcel 1b, 42 in parcel 2, 10 in parcel 3a, 22 in parcel 2b and 16 multifamily units in parcel 3c, 1 lot at the Carter Farm house and up to 3 residential condos at the commercial section for a total of 126 lots. We note that the during the time period between 2015 and our execution of a sales agreement in December 2020 the Owners of the property have submitted evidence that no developer has approached them that is

interested in developing less than the maximum lots allowed on the site by density regulations which is over 200 lots.

2. A payment of \$4,500.00 per lot shall be paid to the Town prior to or at the time of application for a building permit for each lot.

Not a part of the proffered DRRA terms.

Comments:

Each home will bear the costs of wastewater capacity charges of \$14,459 in addition to the County Impact Fee of approximately \$9,673 for a total of over \$24,000. It is currently proposed that the Carter Farm residents assume responsibility for maintenance of the majority of the areas of this development including the buffer zone, perimeter trail, utility and road maintenance, and solid waste disposal within the private road parcels.

Please see the below chart based on current Town budget for solid waste disposal services, projected costs for road, utility and buffer zone areas for the residents in the 77 homes where private roads are located. These services will not be afforded by the Town and born by the residents in these areas. These residents will pay approximately \$15,598 over a 20 year period covering these costs. The Town will save over that same 20 year period gross revenues of \$1,049,571. Furthermore, while the previous developer agreed to this impact fee we note that the development proved financially infeasible so a comparison on this point seems moot. For these reasons we do not believe that any Town impact fees should be a part of the DRRA.

<p>Projected Annual Cost for Carter Farm Parcels 1a,1b,2 77 - Homes</p> <p>1,671 Households in Centreville</p>
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Town Cost vs Revenue for Homes with Private Roads

	Costs Paid by Homeowners	
	Annual	Monthly
Projected Snow Removal, Private Road Maintenance, Replacement reserves @ \$23,700 per year (\$316 x 75 homes)	\$ 316	\$ 26
Solid Waste based on per home Town Annual cost of \$364,598. / 1,671 homes	\$ 218	\$ 18
Projected Maintenance of pumping stations and lines based on EPA data at \$16,000 per year for 126 homes	\$ 127	\$ 11
Projected Buffer Zone and Trail Maintenance at \$15,000 per year for 126 homes	\$ 119	\$ 10
Total Cost	\$ 780	\$ 65

20 year cost per household	\$ 15,598
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Town Revenue vs Cost for Homes with Private Roads

Cost Per Household for the Town (Total Budget less Roads and Solid Waste and 16k Sewer Cost for 77 Homes \$2,817 - \$316-\$218-\$127-\$119)	\$ 2,036
Projected Tax Revenue Per Home - Assumes only one income per home	\$ 2,736
Gross Gain per Year for Town for 75 Homes	\$ 52,479
Gross Gain 20 year period for Town	\$ 1,049,571

Also please note that we are deed restricting a significant portion of the site to be developed as a farm which based on current density would allow for development of approximately 35 lots with very significant value. This Agrihood concept is intended to bring significant positive attention to the Centreville Community and help establish it as a local food center for the Eastern Shore. Previously one trail was proposed while our proposal includes two, the public roads we are proposing exceed the Town standards. All of these costs are ultimately born by the homebuyers as a part of the infrastructure costs and further impact fees are not sustainable.

3. Subdivision and final site plans shall be the same as the concept plan.

2. Subdivision and site plans shall be substantially similar to the Concept Site Plans presented to the Town Council entitled “Centreville (Carter Farm - Chesterfield) PUD, Concept Site Plans”, dated September 15, 2021 (the “Concept Site Plans”).

4,5,6 Amenities and Public Access. Critical Area deeded to the Town, along with the pedestrian trail constructed by the developer. Developer shall construct a community pier. Maintenance of the spaces by Developer then the HOA binding on the lots, Town shall the right to take over maintenance and assess for compensation.

4,5, The Property shall contain significant amenities such as a multimodal asphalt paved trail with access to two overlooks, a 5’ wide compacted limestone perimeter walking trail located in a 15’ right-of-way portions of which will be located in the Critical Area Buffer (“Buffer”), and a farm stand / public square as indicated on the “Concept Site Plans”, a significant area of open space, which may be used as a working farm to provide fresh and local food as well as to help to establish Centreville as a regional hub in the local food movement. These amenities are hereafter referred to as “Community Space”. The multimodal and perimeter trail shall be constructed according to the cross-sections submitted to the Town . The public road portions of the development will be constructed in phases as shown on the Concept Site Plans.

Public access shall be available to the public street, including adjacent parking through dedication of same after acceptance by the Town, and through an agreement from the HOA to the Town for the Community Space. The Developer shall use its best efforts to obtain the permits for the construction of the perimeter trail and overlooks. If the appropriate permits are received for the perimeter trail and

overlooks, the Developer shall construct the perimeter trail and overlooks, at its sole cost and expense. The Buffer and the Community Space shall be improved and initially maintained at the Developer's cost and expense and subsequently owned and maintained by a homeowners association ("HOA") created by the Developer.

The HOA shall be established through legal documents that bind the lots and future owners and residents of the Property ("HOA Documents"). The HOA Documents shall address the following matters:

The HOA Documents shall provide for perpetual maintenance of the Community Space and may establish reasonable rules and regulations for the use of the Community Space. The HOA Documents shall be in a form acceptable to the Town and shall provide that if the HOA fails to maintain the Community space in a proper manner, then the Town shall have the right, but not the obligation, to undertake the maintenance at the sole cost, risk and expense of the HOA. The HOA Documents shall further provide that if the costs are unpaid within 30 days of a bill from the Town, then the unpaid amount shall be assessed against the property owners as a lien collectible in the same manner as real estate taxes. The HOA shall be required to remain active and the provisions of the HOA Documents establishing the maintenance obligation shall not be modified without the express written consent of the Town.

The HOA Documents shall provide for protection of environmentally sensitive areas on the Property. Such covenants shall be subject to the review and approval of the Planning Commission and the Town Attorney.

Comments

No pier is proposed to be constructed since the Wharf facility is close by to provide public access for watercraft and also due to steep slopes that are on the site. Two trails are proposed vs. one, i.e. both the pedestrian trail previously envisioned and a multi-modal trail. The Farm amenity is a significant part of the development that will provide fresh food to the community via the farm stand and our proposed local food centric retail area. The Carter Farmhouse exterior will be preserved.

7.8. Architectural Guidelines requirement.

5. The HOA Documents shall establish and provide for implementation of a comprehensive set of architectural guidelines, which shall require, among other things, a mix of facades and colors on each block to ensure visual diversity and the architecture to be "human scale", of excellent design and to use high quality building materials. The Developer shall prepare a pattern book to provide detailed renderings of proposed architectural models, including housing types and community amenities. The architectural guidelines and pattern book shall incorporate the design concepts presented to the Planning Commission as part of the Sketch Plan approval and shall be subject to the approval of the Planning Commission.

The HOA Documents shall provide for an Architectural Review Committee to establish mechanisms and procedures for ensuring compliance with the architecture guidelines. The Town may also enforce such architectural guidelines.

9. Carter Farmhouse

6. The existing house on the Property shall remain and be deed restricted to ensure that the entire

external facade is perpetually maintained in substantially the same form as exists today. This building may be developed with any use permitted in the PUD zoning district.

10,11,12. Protective Covenants for Environmentally Sensitive Areas and conformance with CAC regulations. Meeting 10% rule for storm water runoff.

7,8. The Developer must conform to all laws, rules and regulations governing the Critical Area and its buffers, as promulgated by the Town and/or the Critical Area Commission.

Stormwater management for the Property shall comply with all applicable Town and State design standards and regulations, including growth allocation stormwater management standards. All stormwater management facilities shall be maintained initially by the Developer and, ultimately, by the HOA. Legal documents shall be created to set forth the terms of that obligation in a manner similar to the provisions for maintenance of the Community Space, including the Town's right to enter and perform maintenance at the expense of the owners of the Property. Such documents shall be subject to the approval of the Town.

Comment

We note that the previous development storm water management (SWM) plans were very conceptual and that our currently submitted plans do meet the 10% rule and have won very positive comments from CAC staff.

13. Impact Fee Credit

9. The Developer shall cooperate with the Town to apply for an impact fee credit from Queen Anne's County for the portion of the impact fee related to parks and recreation. If successful, the Developer shall allocate the entire portion of the credited fee to the Town for park capital improvements.

14. Road stub to School Board Property

10. The Developer shall build the road stub next to the Board of Education property if, on or before commencement of development of Parcel 3b and 3c, development activity has commenced on the Board of Education property.

15,16. Time period for public improvements and maintenance provisions.

11. Since this master-planned project is intended to be developed in integrated phases, all of which support the overall vision for the Property, for purposes of Town Code Section 170-31.6(F)(10), "substantial completion" shall be deemed to apply only to the first phase of development of the Project. Provided the roads, sewer and water facilities required to serve the first phase of the Project are substantially complete within three years of the date of final, non-appealable approval of growth allocation and the Phase 1 subdivision plat, the growth allocation approval shall be vested and shall not thereafter expire or revert to the Town.

13 Any roads or other public improvements to be dedicated to the Town shall be maintained by the Developer until such time as the Town has determined that they are appropriate for acceptance by the Town. If the Developer fails to maintain the roads or other public improvements in a proper manner, then the Town shall have the right, but not the obligation, to undertake the maintenance, at the sole cost, risk and expense of the Developer, plus a penalty to be assessed against the Developer, the terms

of which shall be detailed in the DRRA. If the costs are unpaid within 30 days of bill from the Town, then the unpaid amount shall be assessed against any property owned by the Developer as a lien collectible in the same manner as real estate taxes.

17. Water and Sewer Allocations, reservation by deposit, allocation paid at hookup.

14. Water and sewer capacity for this Project shall be allocated or reserved by the Town upon Developer's payment of a deposit equal to 10% of the current capacity fees (\$14,459.00/EDU), which deposit shall be credited pro rata against the capacity fee due for each connection. However, the actual capacity or allocation fee due for each lot or connection shall be paid at the generally applicable rate at the time of the hookup. All allocations shall be paid for within 15 years of the date of the approval of the site plan/subdivision plat or the capacity reservation(s) that have not been paid in full shall lapse, and the portion of the deposit associated with any lapsed capacity reservation shall be forfeited.

18. Undeveloped lands.

15. All undeveloped lands outside of the Buffer, including the lots, shall be stabilized and established in a vegetative land cover and mowed in accordance with a wildlife habitat maintenance plan until construction begins. All lots shall have adequate and sufficient soil for establishing and growing vegetative land cover.

19. Review by Town public works and Planning Commission for road widths and turning radius.

16. As part of the site plan review process for this development, the plans shall be reviewed by the Town's Public Works Department and the applicable emergency service departments to determine if the road widths and turning radiuses are sufficient for public works vehicles, trash trucks and emergency vehicles to navigate. These requirements shall be integrated into the Concept Plans. Any redesign of streets shall be subject to the review and approval of the Planning Commission.

20. Irrigation at common area.

17. If the Developer or HOA consider irrigation for the common areas or open space areas, they should investigate the possibility of using non-potable reclaimed water (purple pipes) for that purpose.

21. Professional fee reimbursement.

18. All reasonable and customary professional fees (including but not limited to planning, engineering, architectural, legal, etc.) incurred by the Town in any phase of this project shall be reimbursed by the Developer.

Comment. The Town has been invoicing for such fees and the developer is current with payments.

22. The DRRA term.

19. The term of the DRRA shall extend for a term of: (i) 15 years, or (ii) until the expiration of the sewer allocation deposit provision in paragraph 14, whichever occurs later, with some provisions surviving the expiration of the DRRA as subsequently negotiated and approved by the Town and Developer.

23. There shall be no age restricted housing on the Property.

Comment – since the zoning for the site allows for senior care facilities this has not been included in the proposed DRRRA terms.

cc:

Chris Jakubiak

Sharon VanEmburch

Michael Whitehill

Carolyn Brinkley

Clifford Matthews

Betty Jean Hall

Ryan Showalter



MEMO



TO: Chip Koogle, Town Manager
FROM: Carter Farm Agrihood Development - Ernie Sota / Rebecca Flora
408 Chesterfield Avenue, Centreville, MD
DATE: April 25, 2022
RE: Continuation of Preliminary Plan Review Process

In response to the comments made by the Town Solicitor in an email dated March 29th stating that the Preliminary Plan review process cannot go forward until after CAC approval, please see the below comments:

We have reviewed the below listed regulations and have the following comments. The regulations are shown in italics and our comments in common type.

*170-31.6 Growth Allocation
F (7)*

Following approval of the growth allocation request by the Critical Area Commission, the Town shall amend the Critical Area Maps within 120 days, and a copy of the amended map shall be provided to the Commission and to the county. The applicant may proceed with the preparation of a site plan or subdivision plat in accordance with the Zoning Ordinance and/or Subdivision Regulations.[3] If a site plan is required, the applicant is encouraged to submit a preliminary site plan to the Planning and Zoning Commission for review prior to incurring the cost of full engineering necessary for site plan consideration. If a subdivision is required, the applicant shall submit a preliminary plat to the Planning and Zoning Commission for review and approval. If the preliminary plat is approved by the Planning and Zoning Commission, the applicant shall submit a final plat as described below.

(8) After review of the preliminary site plan, or the preliminary plat by the Planning and Zoning Commission, the applicant shall submit a final site plan or final plat. Final site plans or final plats shall be processed by the Planning and Zoning Commission in accordance with the procedures established in the Zoning Ordinance or Subdivision Regulations.

We believe that there is sufficient ambiguity in above language regarding the citation of site plan OR preliminary plat that the Carter Farm preliminary plan submission should be allowed to continue to go forward through the approval process with scheduling of a Planning Commission public hearing in advance of CAC approval. We agree that the preliminary plat review must occur only after Growth Allocation approval by the CAC.

This is further reinforced in that the PUD regulations for process cited below that make no mention of CAC approval being required for preliminary plan review.

170-28 PUD Regulations B PUD Requirements 11 Administrative Procedures

b Preliminary site plan. The developer shall submit the following to the Planning and Zoning Commission for its review after receiving conditional approval from the Town Council:

Furthermore a delay in the Planning Commission / Town Council Carter Farm Preliminary Plan review process will only create more potential confusion and additional work for the CAC staff. For example, if the Preliminary Plan review process is delayed until after CAC staff review and approval; any changes in the Preliminary Plan requested through the Planning Commission and Town Council approval process will require changes in the impermeable areas and storm water management plan. This will require a new review by CAC staff causing unnecessary complications.

A delay in the Preliminary Plan process will also harm the approval schedule for this project pushing the project start into the dead of winter causing additional financial hardship.

We also note that CAC approval while not assured seems favorable. The site is designated as a Growth Allocation site, has received CAC Growth Allocation previously, and the CAC staff has made favorable comments regarding the preliminary documents regarding the critical components of buffer zone and storm water management. Based on the above, it is evident that the most efficient path forward for all parties would be to proceed with PUD Preliminary Plan review concurrent with the Growth Allocation / CAC review process.

We therefore ask that the Preliminary Plan review process for the Carter Farm project be allowed to continue with the scheduling of a Planning Commission working session in the first week of May and scheduling of a Planning Commission Public Hearing as soon as practical thereafter.

Thank you for your consideration.

cc:

Chris Jakubiak
Sharon VanEmburch
Michael Whitehill
Carolyn Brinkley
Betty Jean Hall
Ryan Showalter



MEMO



TO: Town of Centreville Planning Commission Members

FROM: Carter Farm Agrihood Development - Ernie Sota / Rebecca Flora
408 Chesterfield Avenue, Centreville, MD

DATE: April 28, 2022

RE: Carter Farm Proposed Commercial Area

We would like to thank you for consideration of the Carter Farm Growth Allocation at the public hearing on April 20, 2022, and positive recommendation to Town Council for public hearing and action.

The Planning Commission discussion on April 20, also included items specific to the new PUD Preliminary Site Plan package that was submitted to the Town on March 29, 2022. This package has not yet been presented to Planning Commission and discussed. Thus, we would like to respond to those comments in advance of a formal presentation that we proposed be made at the May 18, meeting and potentially be discussed at the PC Working Session on May 4.

The following are areas where we heard concern on the part of the Planning Commission at the April 20th meeting. For reference purposes, we have inserted relevant sections of Ordinance 12-21 which was reviewed in depth by the Planning Commission in 2021 and approved by Town Council on November 4, 2021.

USES

§ 170-28(B) PUD Requirements.

- (1) Permitted uses. ~~Planned-unit-developments~~ PUDs are contemplated to be primarily residential in nature. However, ~~they planned-unit-developments of sufficient size and appropriate character~~ may ~~have~~ incorporate certain limited non-residential and specifically commercial development which is permitted in the underlying zoning district and as provided for below; which is incidental to the planned unit development and is intended primarily for the use of the residents of the planned unit development. Specifically permitted uses are:
 - (a) All uses permitted in the underlying zoning district.
 - ~~(a)~~(b) Single-family detached dwellings.
 - ~~(b)~~(c) Multifamily dwellings attached or detached (including but not limited to one- and two-family units, townhouses and garden-type apartments).
 - ~~(c)~~(d) Apartments.
 - ~~(d)~~(e) An office, temporary or permanent, belonging to the developer and clearly incidental to management and sales operations of the planned unit development.

(e)(f) Temporary structures incidental to construction.

(f)(g) **Applicable only to PUDs in the R-1, R-2, or R-3 Districts:** In planned unit developments, commercial establishments of a convenience and service nature for PUD residents may be permitted. **This subsection (g) is intended to not limit commercial uses and development in PUDs located within the TND District.** Such commercial establishments shall be an integral part of the plan for the PUD. The total aggregate area of all the commercial establishments and their parking areas shall not occupy more than 5% of the gross area of the PUD. Commercial areas may include one or more stores and may be of the following types:

We note that under the revisions approved by the Planning Commission and Town Council in section 1, language limiting commercial strictly to the residents of the PUD was eliminated. Our vision for the commercial section of this development is for commercial establishments that help to identify Centreville as a local food center that serves the PUD residents and the broader community. For example, we are seeking to establish a local farm products retail cooperative on this site where area farmers can have an outlet for their products in addition to the farmers' markets that are located throughout the Eastern Shore area.

We understand the concerns of the Planning Commission as to the types of businesses that will eventually occupy this proposed commercial portion of the site. We note that the commercial portion of the site cannot progress until 25% of the homes are built. The commercial portion of the site will not be built as a speculative development. The commercial section of the development will be curated, allowing only those businesses to locate that fit the development vision and Town regulations. Interested parties will be identified through marketing efforts to assure occupancy. The Planning Commission will have the opportunity to review these proposed uses prior to their going forward.

If the proposed uses of the Carter Farm House as a farm to table restaurant or B&B, building 5 as a farm related retail, Building 1 as a live – work professional office seem reasonable; then the main focus of use seems to land at buildings 2 and 3. These buildings are proposed as 2,850 s.f. each. We note for reference the Commerce St. "Creamery" building is about 3,200 s.f. in business footprint. So perhaps 2 to 3 additional businesses need to be identified.

SIZE OF COMMERCIAL AREA AND SIZE OF BUILDINGS

- (2) The total floor area of ~~non-residential retail, commercial, and service~~ buildings **(excluding: (i) buildings and amenities permitted by C(18) or E(4) above and principally intended for the use of the residents of the TND, and (ii) greenhouses, hoop houses, pack & wash, equipment storage, and other structures associated with uses permitted by C(8) or C(9) above accessory to the agricultural use (as limited by the terms of the approved PUD)** shall not exceed ~~50~~**350** square feet per ~~acre of the development tract approved residential dwelling unit~~. For example, if ~~150 dwelling units are proposed, the area of the development tract is 40 acres, then~~ a maximum of ~~7,500~~**14,000** square feet of retail, **commercial**, and service uses shall be permitted.

The question of the total s.f. of the commercial building footprint area was reviewed. Per Ordinance 12-21 we are allowed 350 sf of building footprint per acre or $44.757 \times 350 \text{ sf} = 15,665 \text{ sf}$. Our total proposed including the Carter Farmhouse is at 14,070 s.f so we are proposing 10% less than that allowed.

[1] Small neighborhood convenience centers may include laundry establishments, beauty and barber shops, and retail food establishments of less than 3,500 square feet. No commercial establishments shall be constructed until 25% of the total planned residential units are completed. Centers may include one or more stores.

~~(9+0)~~ Only within a PUD, Agricultural production oriented to human consumption and retail sales, such as truck crops, orchards, vineyards, flowers and cutting gardens, apiaries, and appropriately-scaled livestock and poultry husbandry, which shall be limited by the terms of the approved PUD, if any. Hemp, cannabis, fox, mink, and hog production shall be prohibited.

~~(110)~~ Restaurant, not including fast food

~~(112)~~ Businesses such as grocery, arts and crafts, artisan shops, bakeries, boutiques, and specialty shops, and other retail.

~~(123)~~ Personal service and wellness businesses dealing directly with customers such as, spas, yoga studios, fitness studios, and similar service establishments.

~~(134)~~ Offices.

~~(145)~~ Solar Array, subject to the provisions of § 170-20(C)(11).

~~(16)~~ Private noncommercial parks and recreation areas, including clubs, parks and swimming pools.

~~(175)~~ Assisted living facilities.

~~(186)~~ Private schools with footprint smaller than 7,000 square feet.

~~(197)~~ Bed-and-breakfasts as defined by Section 170-70, except that such use may include with up to 15 guest rooms or fewer.

We note that all buildings proposed are all under the 3,500 s.f. footprint allowed by the Ordinance. The connector roof shown between buildings 2 and 3 is an open-air structure and not an enclosed building – so these buildings are independent of each other.

The question as to which size is attributable to which proposed buildings and allowable sf was also discussed. The below table shows the proposed buildings, their s.f. footprint and the dimensions along with parking requirements. Please also see our commercial site plan with notations of building dimensions.

Building	SF Commercial	Proposed Use	Parking Requirement	Location	Building Dimensions	Spaces Required
Building 1 Parcel 4.1 Live Work	2,120	Professional office with 1 residence above	1 / 300 sf + 2 residential	North of entry along Chesterfield	40' x 35' + 24' x 30'	10
Building 2	2,850	Average Retail	1 / 275 sf	South of north entry along Chesterfield	38' x 75'	10

Building 3 connecting pavilion	450	Open Air	NA	In between buildings	22.5' x 20'	0
Building 4	2,850	Average Retail	1 / 275 sf	South of north entry along Chesterfield	38' x 75'	10
Building 5	3,000	Farm Retail with 2 residential units above	1 / 275 + 4 residential	Next to Carter Farm house courtyard	30' x 100'	15
Building 6 Carter Farm House	2,800	Restaurant 100 seats	1 / 100 sf	Existing Building	38.5' x 44' + 25.7' x 43' addition	28
Total	14,070					73
Spaces Provided						
North Street						9
South Street						12
Main Lot						53
Live Work Lot						10
Total						84

HEIGHT AND SETBACK

All buildings are proposed as meeting or being less than the 35' height limit under the TND district. From a contextual standpoint, we note that many of the homes along Chesterfield Ave. are quite grand and many are higher than our indicated building heights. The structures proposed are also scale appropriate for the rural Maryland farm structures on which they are based.

The setback of our proposed structures along Chesterfield is congruent with the home immediately to the left of building 1. It is also greater than that required under the adjacent R-1 district of 35'.

Concern was expressed as to how this development would compliment the existing central business district. We feel that the commercial part of Carter Farm will bring significant positive attention to Centreville and that this will help market existing structures in the central business district that are available. These structures will provide cost effective opportunities to businesses that are attracted to the Town. A separate memo will discuss this aspect of the development.

TRAFFIC

An updated traffic study has been authorized. We note that the previous traffic study that was approved by the State Highway in August of 2014 was conducted projecting a total of 108 single family and 106 townhome / condo residences. While some of these residences were mentioned as age-restricted we note the below statement from the study stating the study was conducted as non-age restricted units.

The Carter Farm development will include 108 single family units and 106 townhouse/condo units (84 of the condo units are planned as age restricted units or 55+ units). An additional 13 apartment units are also planned. In order to create a conservative analysis, the trip generation for all residential units was conducted for standard non-age restricted units. We have consulted the Institute

The Carter Farm development is proposed as 80 single family, 27 townhome and 19 multifamily residences for a total of 126 residences. We understand that the proposed commercial space will also have trip generation aspects and these will be studied in our forthcoming traffic study. We note that Carter Farm is 42% smaller than the development previously studied on this site and feel that even with the proposed commercial component traffic will be at acceptable levels.

We ask that we can be a part of the May 4th Planning Commission working meeting to discuss the project further and offer any additional information that is requested and also ask that we are placed on the May 18th Planning Commission agenda to resolve any remaining areas of concern and any others that may arise from your formal review of our PUD Preliminary Site Plan submittal documents. We would anticipate the scheduling of a Public Hearing for the Preliminary Plan following discussion with Planning Commission.

We are also asking that the Planning Commission review our preliminary and final plat at one combined meeting given the review that this project will have undergone and the similar nature of these two steps.

Hopefully this information addresses some of the concerns that we heard at the 4/20 meeting and we look forward to further discussion with the Planning Commission and during a public meeting so that we can have as much input as possible to make the Carter Farm development an asset to the residents who will live there and the Town of Centreville.

Thank you

cc:

Chip Koogle

Chris Jakubiak

Sharon VanEmburch

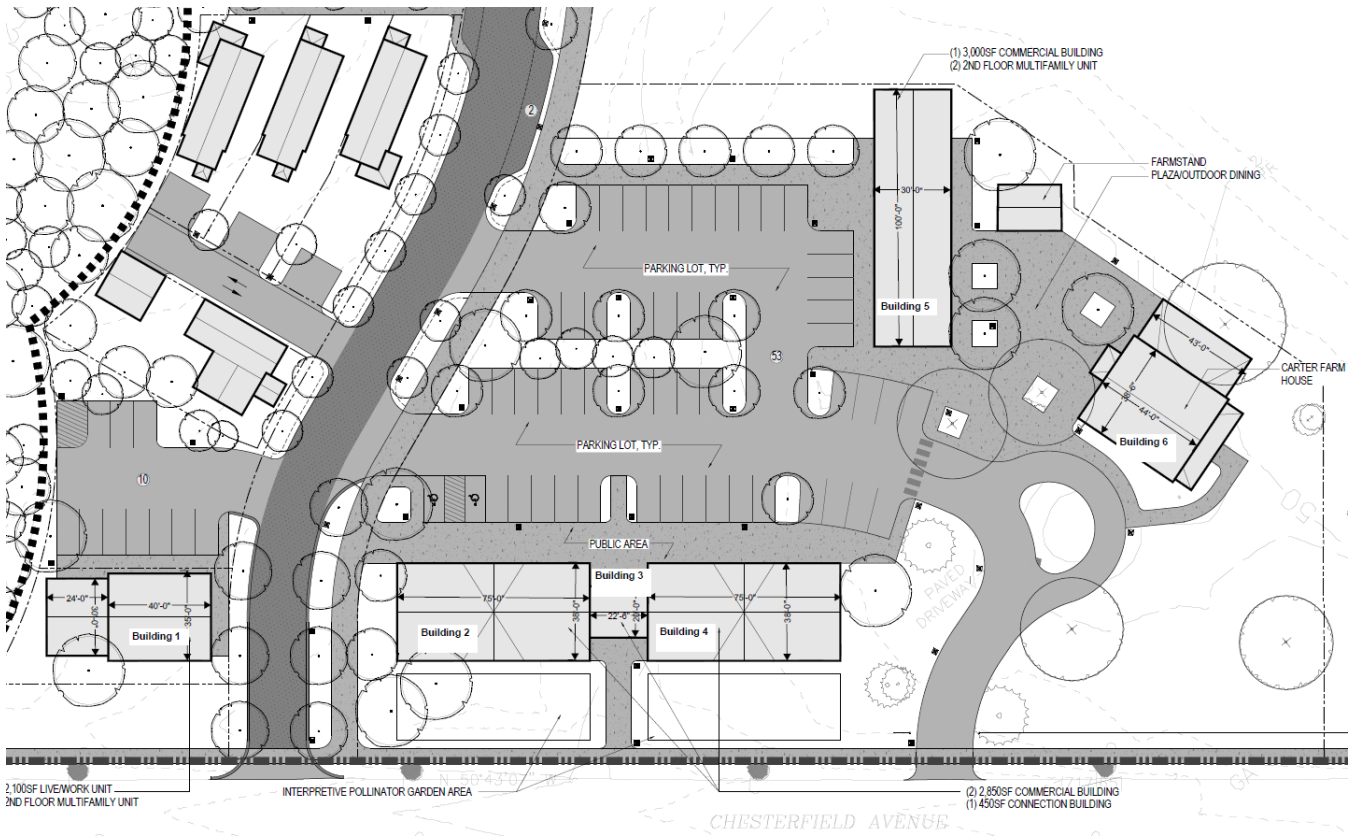
Michael Whitehill

Carolyn Brinkley

Clifford Matthews

Betty Jean Hall

Ryan Showalter



Carter Farm Neighborhood Commercial

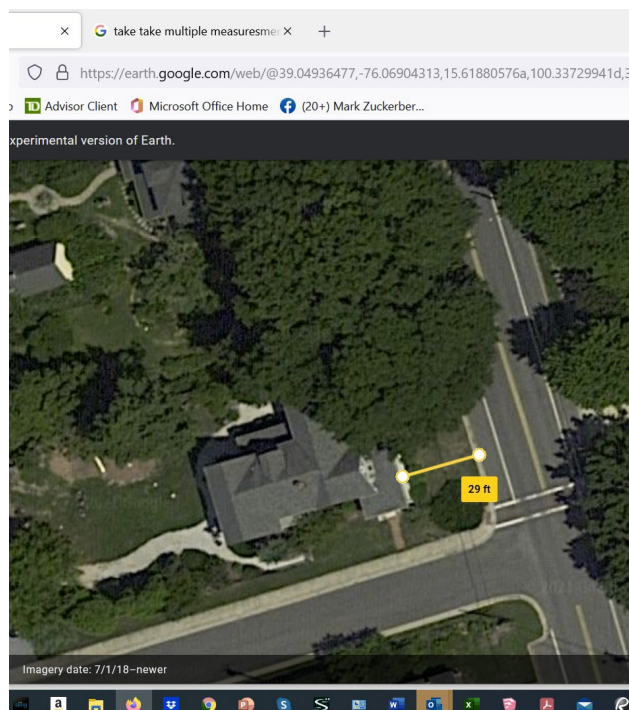
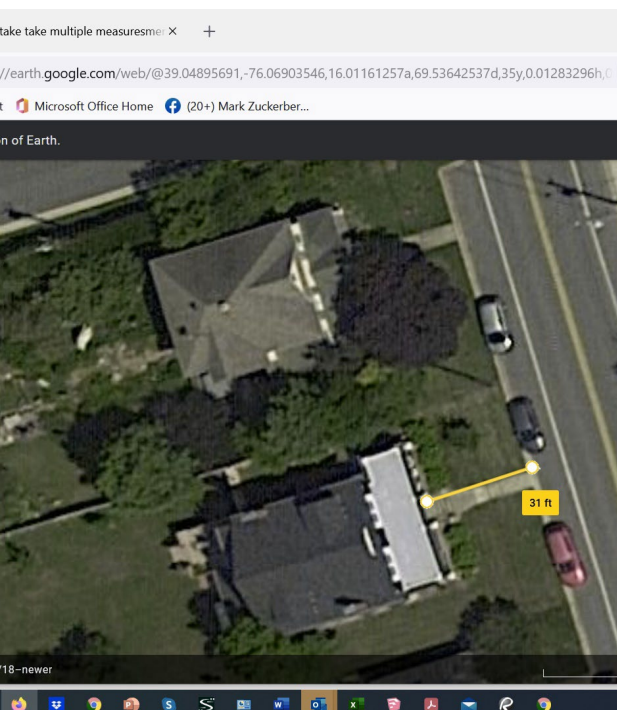
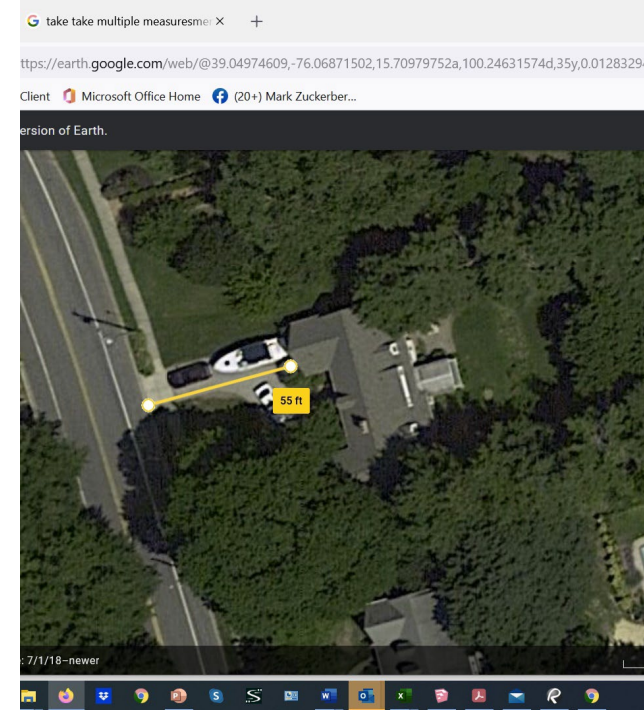
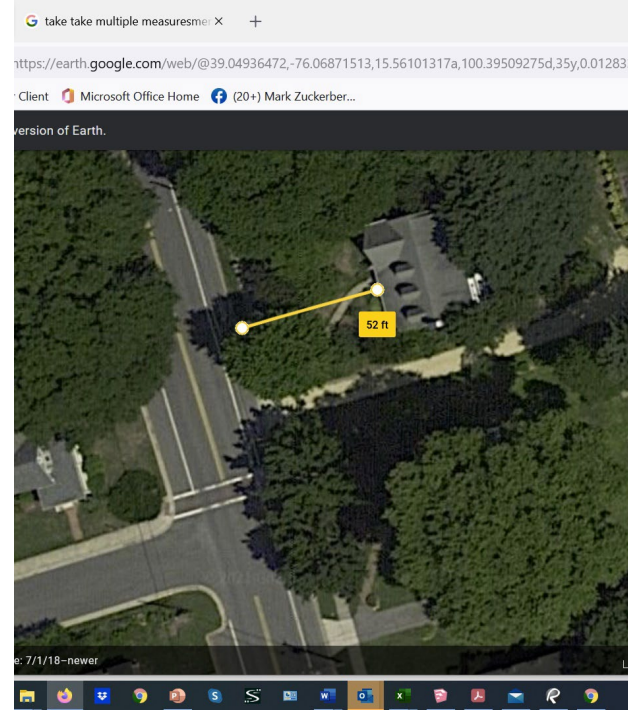
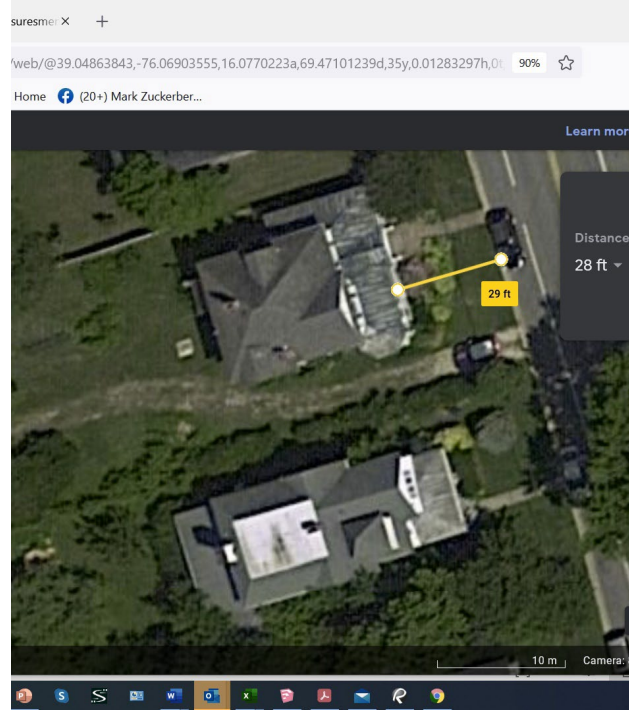
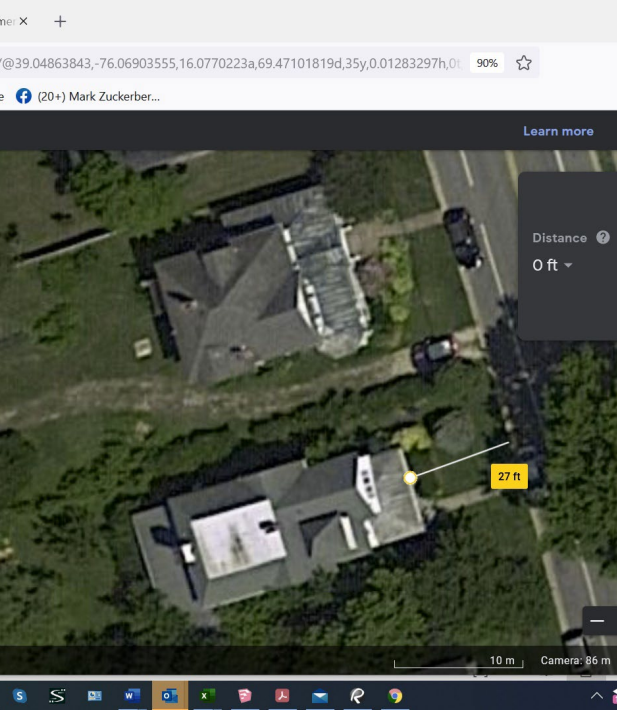
Context and Design





Existing Streetscape

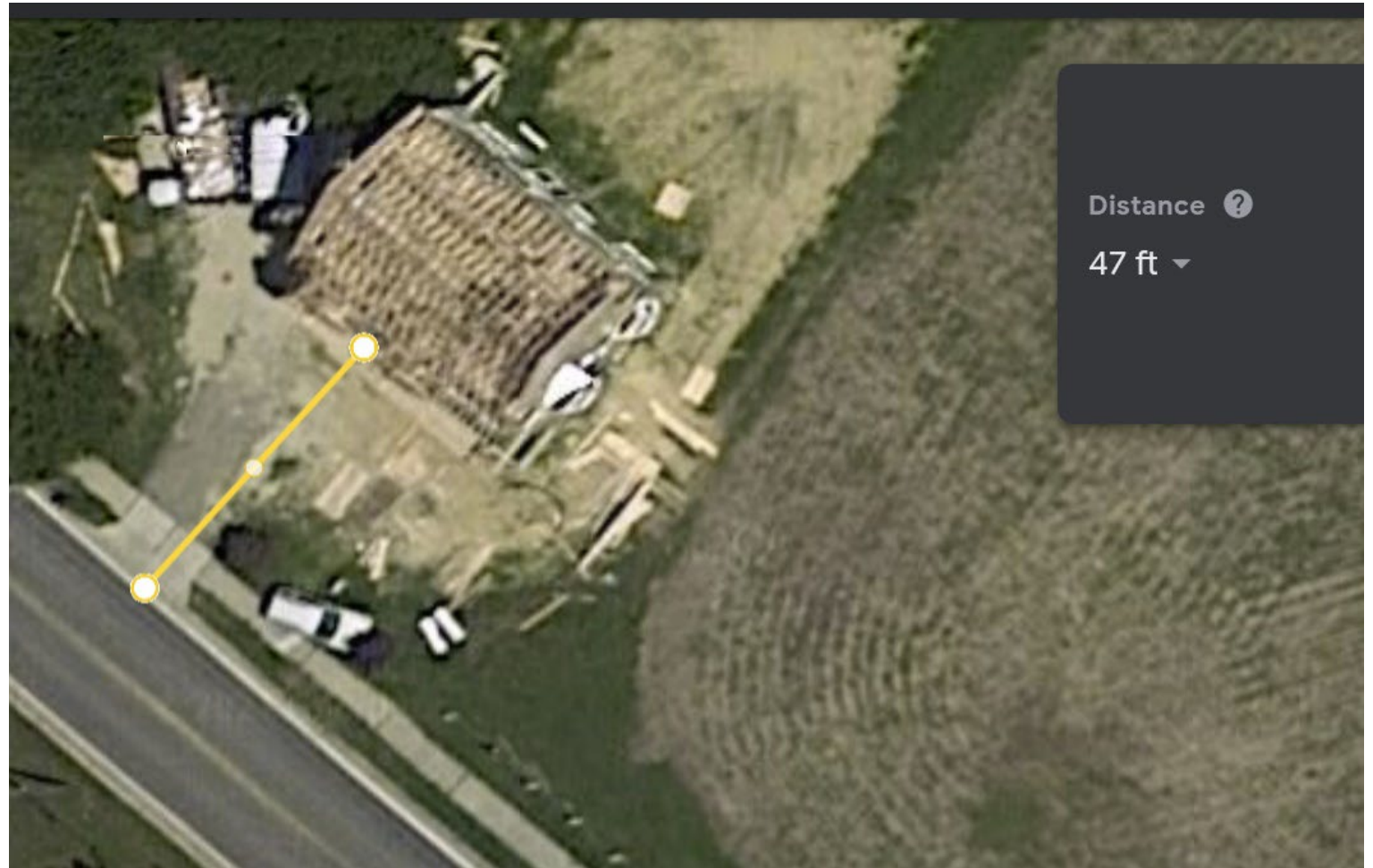
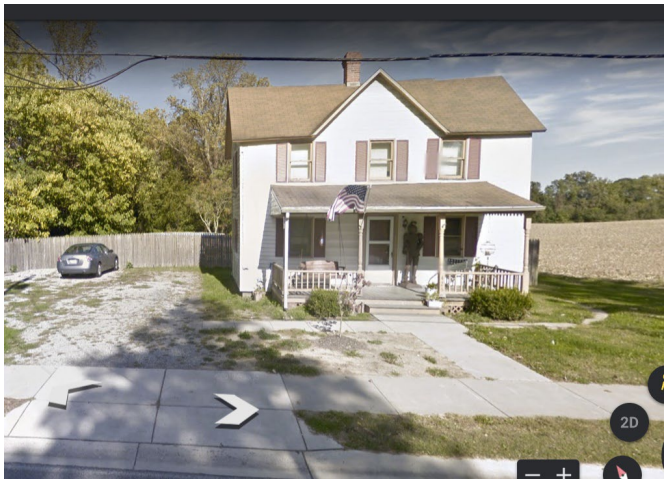
- Existing Residential Height varies from 25' to 35' tall and setback from home to curb varies from 15' to 185'



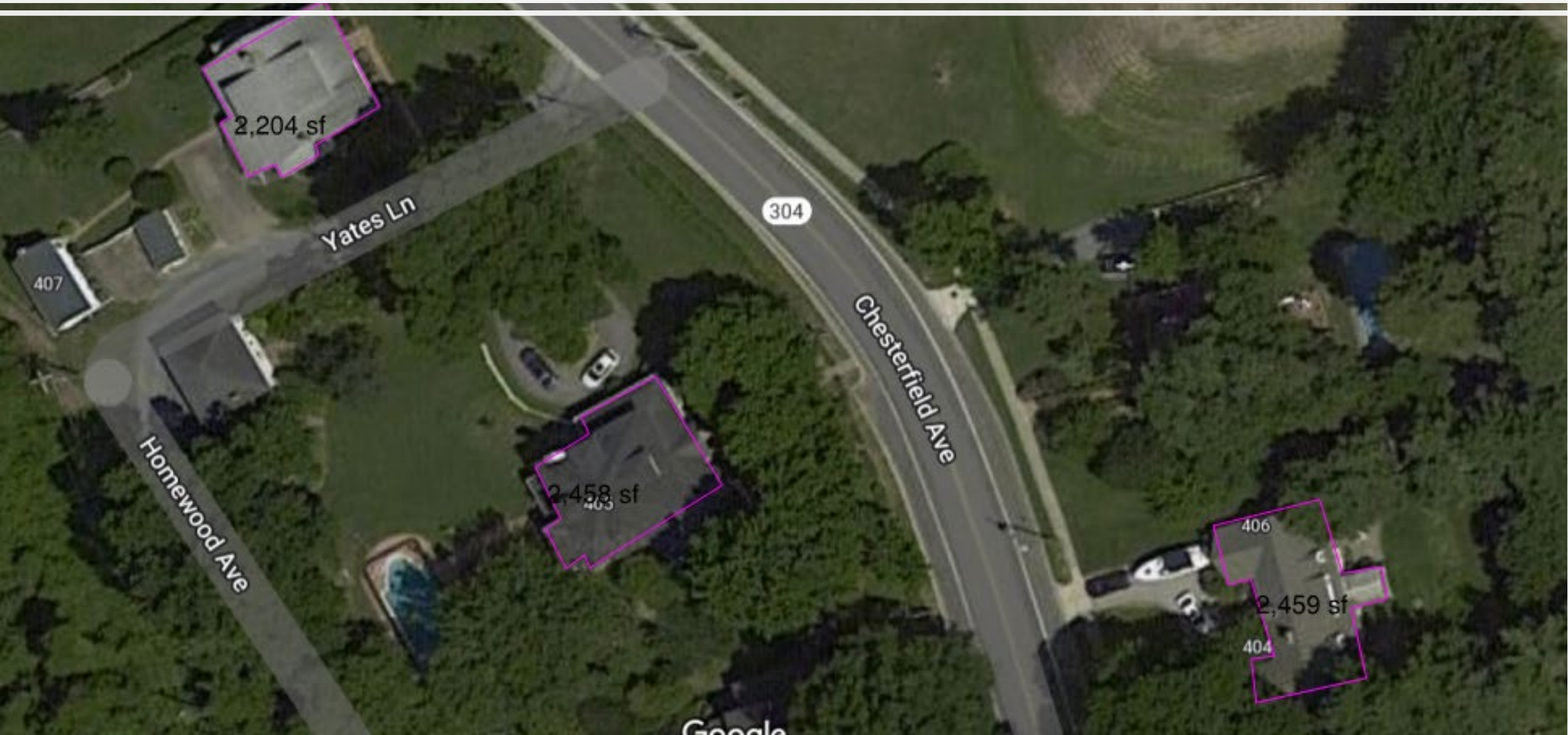
Setbacks along Chesterfield Ave

- Approximately 50' on east side and 30' on the west side

Adjacent Home at 426 Chesterfield Ave



Nearby existing homes range in size of 2,200 sf – 2,450 sf



Chesterfield Ave – Proposed Distance from buildings to curb similar to adjacent home





Historical Images Context – Carter Farm Building Groupings

Massing Study Buildings along Chesterfield – Proposed Commercial 32' to Ridgeline



1 Retail Massing - Chesterfield Ave.
SCALE 1:0.70

Buildings 2 & 3

Massing Study Buildings along Chesterfield – Proposed Commercial 27' to Ridgeline Rear Building 34' to Ridgeline

1

Retail Massing - Chesterfield Ave.

SCALE: 1:0.70

Buildings 1 & 5



2

Live/Work Retail Massing

SCALE: 1:1.13



3

Retail Massing

SCALE: 1:1.12



Aerial View with Carter FarmHouse on Far Right to show scale of proposed buildings.

Carter Farm Project Review

May 2, 2022 Call: E. Johnson, C. Koogle, E. Sota, R. Flora

AGENDA / ACTIONS

1. Communications Approach

- Schedule, Process, Methods to Consider
 - Propose Weekly meetings w/ Eric & Chip (for consistent communications & informational purposes)
- Memos to-date: What is the best method for transmitting additional information?
 - Sewer Taps (to Steve K w/cc to TC & TAC) – in advance of meeting on potential moratorium
 - Continuation of Preliminary Plan Approval Process – 4/25/22 (to Chip w/copy to TAC)
 - DRRRA Terms – 4/5/22 (to Chip, w/ cc to TAC, reviewed with individual TC members)
 - Response to “informal” PC comments on Commercial Area (to PC w/cc to TAC, and copy was provided to Eric) – 4/25/22 (to be revised and resubmitted)

ACTIONS:

- Send Zoom invite weekly for Thursday’s through June at 10:00 and confirm the day prior with agenda - Rebecca
- Develop Action items from each call - Rebecca
- Set up Shared Dropbox folder that will include 2022 memos and materials that are updates not included in formal submittal packages - Rebecca

2. Growth Allocation

- PC Referral to TC w/ Conditions relevant to GA (What is the status of 4/20 draft minutes for review?)
- Baseline GA Requirements per Code for TC Consideration
- “Terms to be included in a DRRRA” (to be included in an Exhibit to the GA Ordinance)
 - Terms submitted by CF on 9/29/21 for review (no comments received to-date)
 - Issues TBD: Buffer Ownership, Sewer Taps, Impact Fee, Others?
 - Status of TAC Review?
 - What will be the TC approach to review?
- GA Ordinance: proposed timeline/activity
 - May 13: Draft Ordinance (prepared by Sharon/Ryan) Sent to TC
 - “Terms to be included in a DRRRA” is an “Optional” Exhibit to the GA Ordinance
 - May 19: 1st Reading & TC Public Hearing
 - June 2: 2nd Reading & TC Vote
 - June 3: Send to CAC for Approval

ACTIONS:

- TC First reading of the GA Ordinance and the Public Hearing on 5/19/22: request Sharon work with Ryan to prepare the Ordinance - Chip
- TC Second Reading of the GA Ordinance and Consideration for Approval on 6/2/22 - Eric sponsor
- Send GA Ordinance to CAC on 6/3/22 (assumes TC approval) - Chip w/documents provided by Ernie/Rebecca in Dropbox folder

- Assumes TC approval
- Assumes it can be sent as approved with an effective date 21 days later
- DRRA
 - “Structure” terminology to be confirmed with Sharon as acceptable for this stage rather than “Terms” (DRRA Resolution w/Public Hearing to occur much later in process) - Chip
 - Confirm DRRA Structure may be considered as a Consent Agenda item at the 6/2/22 TC meeting (rather than included in the GA Ordinance at the 5/19/22 public hearing) - Chip
 - Recommendations on DRRA to be sent to TC for consideration - Chip prepare recommendations/Eric sponsor “Consent” if acceptable approach
 - Continue to dialog with Chip and TC members individually, as needed, on the DRRA structure - Ernie
 - Sewer Aspect of the DRRA
 - Revise/resend sewer allocation memo with proposed phasing - Ernie
 - Coordinate with Kip on availability - Chip

3. PUD Preliminary Site Plan – PC Review & Hearing

- March 29, 2022 Carter Farm Submittal Package delivered electronically (note: 2/3/22 package submitted to TAC for review. All TAC issues resolved, including comments from PC 12/3/21 conditional approval mtg, and reflected in 3/29/22 submission to PC).
- April 11 CF package delivered to PC
- May 4 PC Working Meeting (closed session)
- May 11 regular date for materials sent to PC (include revised developer memo on commercial and other items from 4/20 minutes that developer should address)
- May 18 PC Regular Meeting to review/discuss CF package submitted on 3/29/22
- June 15 Public Hearing & Referral to TC (assumes Town agrees to move forward in advance of CAC determination)

ACTIONS:

- Confirm that TC supports proceeding with PUD in parallel with the GA approval process - Chip
- Email Kara V/Pat F w/cc: Chip, Eric & Chris requesting a list of any documents/responses missing from the 3/29/22 submittal package - Ernie/Rebecca
- Prepare a tracking document that identifies any missing items and progress: TBD
 - GREEN – completed (with date completed and HOW completed)
 - YELLOW – in progress (with date completed and HOW completed)
 - RED – incomplete (these could be items where the developer is not accepting of the PC’s suggestion/direction and, if this is the case, an explanation of why such is the case)
- Provide a revised memo with any missing items noted by PC, and further detail on the commercial area to Betty Jean by 5/10/22 for inclusion in the 5/11/22 package to PC for their 5/18/22 meeting - Ernie/Rebecca
- Confirm PUD is on the 5/18/22 PC Agenda - Rebecca contact Betty Jean in advance

NOTE: TC Hearings include: 1) Growth Allocation; 2) Final Site Plan; 3) DRRA Resolution - based on terms in GA Exhibit, after CAC approval

Carter Farm Project Review

May 5, 2022 Call: E. Johnson, C. Koogle, E. Sota, R. Flora

ACTIONS - 05/05/22 (**done** - **in process** – **incomplete**)

Growth Allocation ACTIONS:

- TC First reading of the GA Ordinance and the Public Hearing on 5/19/22
 - Issue Public Notice – **Carolyn**
 - Introduce Ordinance – **Eric**
 - Conduct Additional Public Outreach – **Rebecca** through web and direct emails
 - Presentation to TC: focus on what we are asking, that we met the requirements, received favorable recommendation from PC; keep it to 5 minutes – **Rebecca/Ernie**
- TC Second Reading of the GA Ordinance and Consideration for Approval on 6/2/22 - **Eric**
- Send GA Ordinance to CAC on 6/3/22 (assumes TC approval) - **Chip** w/documents provided by **Ernie/Rebecca** in Dropbox folder

DRRA (part of GA) ACTIONS:

- Determine if TC will agree to a working session with Developer following the process below (dates proposed)– **Eric**
 - Provide recommendations to TC for review/discussion before May 19 – **Chip**
 - Provide comments/key items to developer (after TC reviews) by May 27 – **Chip**
 - TC Working Session (closed) with Developer on June 2 – **Eric**
 - TC Public Meeting on June 2 *(or push to June 16, if needed based on outcomes of the working session)* – seek TC Consent on the draft DRRA Terms – **Eric** (NOTE: final terms to be included in DRRA Resolution later in the process and includes a public hearing)

ISSUES to be further noted in Chip's recommendations to TC:

- Buffer Ownership – concerns over consistency with other segments of Town trail, liability, others TBD
- Impact Fees – appropriate valuation of the GA commodity
- Sewer Allocation (see below)
- Others TBD and included in Chip's recommendations to TC

Sewer Allocation (part of DRRA) ACTIONS:

- Revise/resend sewer allocation memo being mindful of the breadth of Town issues - **Ernie**
ISSUES: (not listed in any priority order)
 - Monitoring actual existing capacity – varies based on storm events, consideration/status of current commitments
 - End of Life condition of infrastructure – concern of failure and availability of parts
 - Potential for overflow discharge with related impacts and fines
 - Liberty Commerce project overruns have reduced confidence in new projects
 - Legal interpretation of the PUD requirements
 - Risk to the Town of making any commitments to new projects
 - Risk of securing funds required to replace and build new infrastructure
 - Risks associated with committing a portion of remaining capacity
 - Understand the potential for added stress of the Carter Farm project on the existing system (if not replaced by the time CF phase 1 comes on line)

PUD Preliminary Site Plan ACTIONS:

- Email Kara V w/copy to: Pat F., Chip, Eric & Chris requesting a list of any documents/responses missing from the 3/29/22 submittal package - **Ernie/Rebecca** (issued today)
- Confirm that TC supports proceeding with PUD discussions with PC in parallel with the GA approval process – **Chip** by May 11 (date PC package goes out)
- Confirm PUD will be on the 5/18/22 PC Agenda based on Chip's response above - **Rebecca**
- Provide a revised memo with any missing items noted by PC, and further detail on the commercial area to Betty Jean by 5/10/22 for inclusion in the 5/11/22 package to PC for their 5/18/22 meeting - **Ernie/Rebecca**
- Provide more deliberate documentation and tracking of PC requests to developer and the response provided – **PC/Chip/E-R**
- Prepare PUD presentation for PC 5/18/22 meeting and stay focused on Code requirements – **Rebecca**

PROPOSED SCHEDULE

TOWN COUNCIL – GA Ordinance & Consent regarding draft DRRA Terms w/ Sewer

- May 9: Draft Ordinance to ES/RF from RS
- May 13: Draft Ordinance (prepared by Sharon/Ryan) sent to TC
- May 19: 1st Reading of Ordinance & TC Public Hearing
- June 2:
 - 2nd Reading & TC Vote on GA Ordinance
 - Draft DRRA Terms Working Meeting
 - Draft DRRA Terms Consent Vote (alternatively on June 16)
- June 3: Send to CAC for Approval
- June 16:
 - possible PC Report on the PUD public hearing & referral to TC (no action required)
 - alternative date for draft DRRA Terms Consent vote

PLANNING COMMISSION - PUD Preliminary Site Plan

- May 11 regular date for materials sent to PC (include revised developer memo on commercial and other items from 4/20 minutes that developer should address)
- May 18 PC Regular Meeting to review/discuss CF package submitted on 3/29/22
- June 15 Public Hearing & Referral to TC (assumes Town agrees to move forward in advance of CAC determination)