

**WORCESTER COUNTY PLANNING COMMISSION  
MEETING MINUTES – October 2, 2025**

**Meeting Date:** October 2, 2025

**Time:** 1:00 P.M.

**Location:** Worcester County Government Office Building, Room 1102

**Attendance:**

**Planning Commission**

Jerry Barbierri, Chair

Marlene Ott

Kathy Drew

Mary Knight

Ken Church

**Staff**

Jennifer Keener, Director, DRP

Kristen Tremblay, Zoning Administrator, DRP

Ben Zito, DRP Specialist, DRP

Roscoe Leslie, County Attorney, Administration

**I. Call to Order**

**II. Administrative Matters**

**A. Review and approval of minutes, September 4, 2025.**

As the first item of business, the Planning Commission reviewed the minutes of the September 4, 2025, meeting.

**Following the review, a motion was made by Ms. Ott to approve the minutes as written. Ms. Knight seconded the motion, and the motion carried unanimously.**

**B. Review and approval of minutes, September 11, 2025.**

As the next item of business, the Planning Commission reviewed the minutes of the September 11, 2025, meeting.

**Following the review, a motion was made by Ms. Ott to approve the minutes as written. Ms. Knight seconded the motion, and the motion carried unanimously.**

**C. Board of Appeals Agenda, October 9 2025.**

As the next item of business, the Planning Commission reviewed the agenda for the Board of Zoning Appeals meeting scheduled for October 9, 2025. Ms. Tremblay was present for the review to answer questions and address concerns of the Planning Commission.

Ms. Drew inquired about Case No. 25-56 regarding the five (5) variances associated with a proposed minor subdivision, including three (3) variances to the front and side yard setback for existing poultry houses from 200 feet to 100 feet (a reduction of 100 feet). Ms. Tremblay provided an overview of the variance requests and the proposed subdivision.

After a discussion, no comments were forwarded to the Board.

**D. Technical Review Committee Agenda, October 8, 2025.**

As the next item of business, the Planning Commission reviewed the agenda for the Technical Review Committee meeting scheduled for October 8, 2025.

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No comments were forwarded to the Committee.

**III. Site Plan Review – Ocean Pines Volunteer Fire Department South Station Major Site Plan Review**

As the next item of business, the Planning Commission reviewed a Major Site Plan for the Ocean Pines Volunteer Fire Department South Station.

Mr. Eric Jones from Vista Design, Inc. and Mr. Eddie Wells from Ocean Pines Department of Public Works approached the table. Mr. Joe Enste and Mr. Joe Widgeon from the Ocean Pines Volunteer Fire Department (OPVFD) also approached the table.

Mr. Jones provided an overview of the proposed site plan and building. Mr. Enste provided an overview of the OPVFD, OPVFD's current building, and the need for a new building. Ms. Ott commented on the recent Ocean Pines referendum and public hearing regarding the project.

Mr. Enste and Mr. Wells clarified that dumpsters for trash would be located on the adjacent parcel owned and operated by Ocean Pines Public Works. Mr. Jones provided an overview of the requested waivers from the *Design Guidelines and Standards for Commercial Uses*.

**Following a discussion, a motion was made by Ms. Ott to approve the following waivers from the *Design Guidelines and Standards for Commercial Uses*:**

- Section 16(b)(2),
- Section 16(b)(3),
- Section 16(b)(8),
- Section 19(b)(1),
- Section 19(b)(2).

**Ms. Knight seconded the motion, and the motion carried unanimously.**

**Ms. Ott made a motion to approve the site plan as submitted. Ms. Knight seconded the motion, and the motion carried unanimously.**

**IV. Adjourn**

**On a motion made by Ms. Knight and seconded by Ms. Ott, the Planning Commission adjourned.**

  
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Mary Knight, Secretary

  
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Ben Zito, DRP Specialist