

FREDERICK COUNTY PLANNING COMMISSION  
Minutes of Meeting for  
March 10, 2021  
*Virtual Meeting*

See video for further meeting details: <http://frederickcountymd.gov/5956/Video-Archives>

Members Present: Sharon Suarez, Chair; Sam Tressler, Vice-Chair; Craig Hicks, Secretary; Terry Bowie; Joel Rensberger; Carole Sepe, Michael Sowell

Staff Present: Mike Wilkins, Development Review Director; Kimberly Golden Brandt, Livable Frederick Director; Kathy Mitchell, Senior Assistant County Attorney; Denis Superczynski, Livable Frederick Manager Principal Planner; Tim Goodfellow, Livable Frederick Environmental Principal Planner; John Dimitriou, Livable Frederick Design Principal Planner; and Pattie Wolfgang, Administrative Specialist

The meeting was called to order at 9:35 am.

**1. PLEDGE OF ALLEGIANCE**

**2. ROLL CALL**

**3. PLANNING COMMISSION COMMENTS**

Mr. Hicks commented that he is looking forward to discussing the List of Topics that is on today's agenda. He appreciates the work of those who worked on putting the list together. Mr. Tressler read an article that the County Courthouse may be re-opening to the public on March 18<sup>th</sup>, and hopes that other agencies may follow.

Ms. Suarez shared that Mr. Bill Butts from the Maryland Planning Commission Association (MPCA) contacted her about giving a brief presentation to the Commissioners on upcoming events including the Fall Planning Commission conference. Mr. Wilkins agreed to work on scheduling it on the April or May agenda.

**AGENCY COMMENTS / AGENDA BRIEFING**

Mr. Wilkins briefed the Commission on the schedule for April. At this time, the April 14<sup>th</sup> agenda will consist of two or possibly three Development Review items. Ms. Brandt added that a Livable Frederick update will also be on the agenda. A workshop on the Sugarloaf Management Plan is tentatively scheduled for April 28<sup>th</sup>; additional workshops may be scheduled for May 26<sup>th</sup> and June 23<sup>rd</sup>.

**5. FALL 2020 CYCLE – WATER & SEWERAGE PLAN AMENDMENTS**

The Planning Commission heard the following cases to determine consistency with the Livable Frederick Master Plan:

**Staff Presentation:**

Tim Goodfellow, Livable Frederick Environmental Principal Planner

**WS-20-07: Spring Ridge Business Center**

South side of Baltimore road, 400 feet west of Mains Lane. Requesting reclassification of 4.2 acres from S-5 to S-3.

**Applicant Presentation:**

Fran Zeller; Harris, Smariga & Associates

**Public Comment:**

None

**Decision:** Mr. Tressler made a motion to find WS-20-07 to be consistent with the Livable Frederick Master Plan. Mr. Hicks 2<sup>nd</sup>.

|             |  |
|-------------|--|
| <u>VOTE</u> | <u>7-0-0-0</u>   |
| FOR:        | 7 – Tressler, Hicks, Bowie, Rensberger, Sepe, Sowell, Suarez |
| AGAINST:    | 0  |
| ABSTAIN:    | 0  |
| ABSENT:     | 0  |

**WS-20-08: Cromwell Heritage, LLC**

East side of Meadow Road at Hall Road. Requesting reclassification of 160 acres from Planned Service (PS) (water & sewer) to W-4, S-4.

**Applicant Presentation:**

Tim Crawford, Rodgers Consulting, Inc.

**Public Comment:**

None

**Decision:** Mr. Tressler made a motion to find WS-20-08 to be consistent with the Livable Frederick Master Plan. Mr. Rensberger 2<sup>nd</sup>.

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|-------------|--|
| <u>VOTE</u> | <u>7-0-0-0</u>   |
| FOR:        | 7 – Tressler, Rensberger, Bowie, Hicks, Sepe, Sowell, Suarez |
| AGAINST:    | 0  |
| ABSTAIN:    | 0  |
| ABSENT:     | 0  |

**WS-20-09: Division of Planning & Permitting**

Text amendment to replace “Division of Utilities and Solid Waste Management” (DUSWM) with “Division of Water and Sewer Utilities” to reflect the September 2020 reorganization of DUSWM into the Division of Water and Sewer Utilities and the Division of Solid Waste and Recycling.

**Public Comment:**

None

**Decision:** Mr. Hicks made a motion to approve WS-20-09 to add the name of the new Division of Water and Sewer Utilities to the Water and Sewerage Plan. Mr. Sowell 2<sup>nd</sup>.

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|-------------|--|
| <u>VOTE</u> | <u>6-0-1-0</u>   |
| FOR:        | 6 – Hicks, Sowell, Bowie, Rensberger, Suarez, Tressler |
| AGAINST:    | 0  |
| ABSTAIN:    | 1 - Sepe   |
| ABSENT:     | 0  |

**WS-20-10: Division of Planning & Permitting (Shuck Properties)**

2772 & 2772-A Washington Street in Adamstown. Requesting reclassification of 2 lots from S-5 to S-3.

**Public Comment:**

None

**Decision:** Mr. Hicks made a motion to find WS-20-10 to be consistent with the Livable Frederick Master Plan. Mr. Rensberger 2<sup>nd</sup>.

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| <u>VOTE</u> | <u>7-0-0-0</u>   |
| FOR:        | 7 – Hicks, Rensberger, Bowie, Sepe, Sowell, Suarez, Tressler |
| AGAINST:    | 0  |
| ABSTAIN:    | 0  |
| ABSENT:     | 0  |

**WS-20-11: Baptist Convention of Maryland, Inc. (Skycroft)**

Frostown Road, 1,300 feet east of Monument Road. Requesting reclassification of 350 acres from No Planned Service (NPS) to Multi-Use Water and Multi-Use Sewer.

**Applicant Presentation:**

Emily Reedy; Skycroft Conference Center

**Public Comment:**

None

**Decision:** Ms. Sepe made a motion to find WS-20-11 to be consistent with the Livable Frederick Master Plan. Mr. Hicks 2<sup>nd</sup>.

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| <u>VOTE</u> | <u>7-0-0-0</u>   |
| FOR:        | 7 – Sepe, Hicks, Bowie, Rensberger, Sowell, Suarez, Tressler |
| AGAINST:    | 0  |
| ABSTAIN:    | 0  |
| ABSENT:     | 0  |

*Mr. Bowie left the meeting.*

**6. LIVABLE FREDERICK UPDATE**

Livable Frederick Staff presented updates to the Commission. Ms. Brandt opened the updates and discussions by introducing Mr. Goodfellow who gave a presentation on the newly formed Sustainable Monocacy Commission.

Mr. Goodfellow also gave a brief update on the progress of the Sugarloaf Treasured Landscape Management Plan.

Mr. Dimitriou and Mr. Superczynski briefed the Commission on the South Frederick Corridors Plan. Mr. Dimitriou noted that the SFC Scoping Group has been working with staff on the draft plan. Staff anticipates having the draft before the Commission by mid-Spring. He added that at the last Scoping Group meeting, the group reviewed a case study on the Rockville Town Center. He then turned the briefing over to Mr. Superczynski, who presented the Rockville case study.

Ms. Brandt then turned the presentation of the Calendar Year 2019 Report to the Maryland Department of Planning over to Mr. Superczynski, noting that the Commission has the option to adopt the report today or at a future date. The Commission later agreed to vote on the 2019 Annual Report today.

She also added that staff is working on the 2020 Calendar Year Report which should be ready to present for review and discussion at the April 14<sup>th</sup> meeting.

**Decision:** Mr. Tressler made a motion to adopt the 2019 Maryland Department of Planning Annual Report. Mr. Rensberger 2<sup>nd</sup>.

|             |   |
|-------------|---|
| <u>VOTE</u> | <u>6-0-0-1</u>  |
| FOR:        | 6 – Tressler, Rensberger, Hicks, Sepe, Sowell, Suarez |
| AGAINST:    | 0   |
| ABSTAIN:    | 0   |
| ABSENT:     | 1 - Bowie   |

## **7. DISCUSSION TOPICS WORKSHOP**

The Commission members began a review of an ongoing list of topics for future discussions. To best determine which topics were still of interest for discussion, Ms. Suarez took a poll from each member and prioritized the items from most interested to least interested. Future workshops, strategies, length of time and research needed for each topic, presentations from outside agencies, etc. will be discussed with Staff at the next meeting/workshop scheduled for April 28<sup>th</sup>.

Motion to adjourn by Mr. Rensberger, Mr. Hicks 2<sup>nd</sup>.

Meeting adjourned at 3:35 pm

  
Sharon K. Suarez, Chair

April 16, 2021  
Date