

FREDERICK COUNTY PLANNING COMMISSION  
Minutes of Meeting for  
January 11, 2023  
*In Person/Virtual Meeting*

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

Members Present: Craig Hicks, Chair; Joel Rensberger, Vice-Chair; Tim Davis, Secretary; Sam Tressler III, Carole Sepe; Robert White, Jr.; Masai Troutman.

Members Absent: None

Staff Present: Mike Wilkins, Development Review and Planning Director; Kimberly Gaines, Livable Frederick Director; Kathy Mitchell, Senior Assistant County Attorney; Ashley Moore, Senior Planner; Denis Superczynski, Livable Frederick Planning Manager; John Dimitriou, Livable Frederick Design Planner; Karin Flom, Livable Frederick Principal Planner; and Karen James, Administrative Specialist.

The meeting was called to order at 9:30 a.m.

1. **PLEDGE OF ALLEGIANCE** - Mr. Hicks
2. **ROLL CALL** - Mr. Hicks
3. **MINUTES TO APPROVE** October 12, 2022, October 19, 2022 **DECISION**

Having no discussion or objections, the minutes of October 12, 2022 and October 19, 2022 were approved as submitted by unanimous consent.

4. **PLANNING COMMISSION COMMENTS**

Mr. Rensberger began by talking about questions that come from the Planning Commission and staff's desire to keep members within the four corners of a document. He said there were a couple instances in the last few months where he thought Planning Commission questions were good and appropriate for the subject at hand, but maybe not addressed. He then offered an example. Answers provided were limited to the application before them. Mr. Rensberger stated he felt his question was fair but went unanswered. Mr. Wilkins said it is really a case by case situation of whether or not a question and answer would fall legally within the review of a specific project. Discussion continued between Planning Commission members and staff.

Mr. Davis announced an upcoming meeting of the Transportation Services Advisory Council. The Council will review the South Frederick Corridors Plan.

Mr. Hicks began discussion of the new committees with Mr. White asking about the availability of staff to provide assistance. New committee discussion continued. A template will be provided to help guide each committee. Ms. Gaines and Mr. Wilkins will be the staff initial point of contact.

5. **AGENCY COMMENTS / AGENDA BRIEFING** **INFORMATIONAL**

Upcoming meetings were announced including the 6:30 p.m. January 18 Sugarloaf Overlay meeting with a presentation followed by small group discussions. This led to discussion on the topic of the Overlay. The February 8 daytime meeting will include an expansion to one of the existing Priority Funding Areas, along with eight Development

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Review items. There will be an additional meeting the evening of February 8 beginning at 6:30 p.m. Because of the heavy schedule, Planning Commission members chose a start time of 9:00 a.m. that day with a hard stop at 5:00 p.m., followed by the Windridge zoning map amendment meeting at 6:30 p.m.

There will be an additional meeting on February 15 at 9:30 a.m. which will include the Fall Cycle Water/Sewer cases, South Frederick Corridors Plan and Sugarloaf, as well as any items remaining from the February 8 daytime agenda. The evening of March 8 will be the Cromwell zoning amendment meeting at 6:30 p.m.

Break taken at 10:28 a.m. Meeting resumed at 10:35 a.m.

## **6. COMBINED PRELIMINARY FINAL AND ADDITION PLAT**

## **DECISION**

a) *Jefferson Technology Park Plat 5 Lot D1* – The Applicant is requesting approval to combine 2 lots and to establish a 0.74-acre buildable lot. Located southwest of the intersection of Jefferson Pike and Jefferson Commons Way. Tax Map: 76, Parcel: 568; Zoned: Mixed Use Development (MXD); Planning Region: Frederick. S1136 (AP# PL273746 APFO# A273747 FRO# F274748).

*Ashley Moore, Senior Planner*

**Staff Presentation:** Ashley Moore

Questions, comments, and discussion by Planning Commission members followed the presentation.

**Applicant Presentation:**

Fran Zeller, Harris, Smariga & Associates

**Public Comment:**

Live call-in: 2

Applicant rebuttal.

Additional discussion.

**Decision:** Ms. Sepe moved that the Planning Commission conditionally approve Combined Preliminary/Final and Addition Plat S-1136, AP PL-273746 based on the findings and conclusions of the staff report and the testimony, exhibits, and documentary evidence, as well as the three additional notes discussed earlier [reference the compatible use and specific language that's in the case number that was mentioned; Ganch Mews access will be determined at the time of the Site Plan; verify easement on Lot D1 for access for lots 327 and 308, and if no easement is provided then one must be provided], and evidence produced at the public meeting. Mr. Rensberger seconded the motion that passed 7-0-0-0.

Planning Commission members	Aye	Nay	Abstain	Absent
Hicks-Chair	X			
Rensberger Vice-Chair	X			
Davis-Secretary	X			
Tressler	X			
Sepe	X			
White	X			
Troutman	X			

## **7. WATER RESOURCES ELEMENT OVERVIEW**

**INFORMATIONAL**

*Kimberly Gaines Director, Livable Frederick  
Denis Superczynski, Livable Frederick Planning Manager  
Karin Flom, Livable Frederick Principal Planner*

Ms. Gaines introduced Ms. Flom to the Planning Commission members then provided history and background of the Water Resources Element.

Ms. Flom offered a presentation of the WRE, which has been a required part of comprehensive plans under State law since 2006. Frederick County's WRE was adopted in 2010 as a functional element to the 2010 County Comprehensive Plan, and was not updated with the Livable Frederick Master plan.

The WRE is a review of water and wastewater adequacy and considers impacts of growth and development. It includes implementation actions to ensure water resources safely meet current and future needs. This interdepartmental effort will include Livable Frederick, Energy and Environment, and Water and Sewer Utilities. A consultant will work closely with staff to compile and evaluate current capacity, projected demand, and meeting that demand.

Questions, comments, and discussion by Planning Commission members followed the presentation.

Break taken at 11:54 a.m. Meeting resumed at 12:01 p.m.

## **8. SOUTH FREDERICK CORRIDORS PLAN WORKSHOP**

*Kimberly Gaines, Director, Livable Frederick  
Denis Superczynski, Livable Frederick Planning Manager  
John Dimitriou, Livable Frederick Design Planner*

Mr. Dimitriou provided an update of improvements to the plan based on the Planning Commission's past review. There were minor text revisions and new sections of text and new graphics. Discussion included MD 85 having been referred to as Main Street and now identified as Center Street. Building heights were discussed and how they impact the view when approaching Frederick.

Lunch break taken at 12:31 p.m. Meeting resumed at 1:30 p.m.

Ms. Gaines opened the afternoon session by explaining the process and goals, including continued edits, release for the 60-day review, workshops and open houses. If interest is shown, there could be another round of small group discussions.

Mr. Dimitriou continued the presentation of revisions and updates and responded to questions by the Planning Commission members.

Mr. Superczynski presented plans for implementation, including categorized initiatives.

Dates were provided for including South Frederick Corridors Plan on future agendas.

Mr. Rensberger stated his vote would be to make these revisions and put it up for a quick review on February 15, 2023 and get it out and begin the 60-day review by the 15<sup>th</sup>. Mr. Tressler responded, "yes." Mr. Hicks asked if that was a motion. Mr. Rensberger responded, "yes." He then said, "to clarify, the revisions discussed today, integrated into this draft to create a second draft, which is then released to the public and us by the meeting of the 15th." Following additional discussion, a vote was taken. Motion passed 7-0-0.

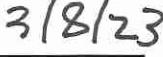
Planning Commission members	Aye	Nay	Abstain	Absent
Hicks-Chair	X			
Rensberger Vice-Chair	X			
Davis-Secretary	X			
Tressler	X			
Sepe	X			
White	X			
Troutman	X			

**Public Comment:**

Recorded messages: 1

Planning Commission members and staff shared their thoughts for moving forward.

Mr. Hicks declared the meeting adjourned by unanimous consent at 3:27 p.m.

  
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Craig Hicks, Chair  
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Date