

FREDERICK COUNTY PLANNING COMMISSION  
Minutes of Meeting for  
July 12, 2017

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

Members Present: Bill Hopwood, Chair; Anthony Bruscia, Vice-Chair; Bob White, Secretary; Sharon Suarez; Carole Sepe; Samuel Tressler; Craig Hicks

Staff Present: Steven Horn, Division Director; Jim Gugel, Planning Director; Kathy Mitchell, Assistant County Attorney; Wendy Kearney, Senior Assistant County Attorney; Shawna Lemonds, Development Review Director; Tolson DeSa, Acting Zoning Administrator; and Pattie Wolfgang, Administration Specialist

The meeting was called to order at 9:34 am

**1. PLEDGE OF ALLEGIANCE**

**2. MINUTES TO APPROVE**

May 4, 2017 – Mr. Tressler moved to approve said minutes. Mr. Bruscia 2<sup>nd</sup>.

|             |  |
|-------------|--|
| <u>VOTE</u> | 5-0-2-0                                      |
| FOR:        | 5 – Tressler, Bruscia, Hopwood, Suarez, Sepe |
| AGAINST:    | 0  |
| ABSTAIN:    | 2 - White, Hicks                             |
| ABSENT:     | 0  |

May 10, 2017 – Mr. White moved to approve said minutes. Mr. Tressler 2<sup>nd</sup>.

|             |   |
|-------------|---|
| <u>VOTE</u> | 6-0-1-0   |
| FOR:        | 6 – White, Tressler, Hopwood, Bruscia, Suarez, Sepe |
| AGAINST:    | 0   |
| ABSTAIN:    | 1 - Hicks   |
| ABSENT:     | 0   |

**3. PLANNING COMMISSION COMMENTS**

Mr. Hopwood welcomed Mr. Craig Hicks to the Planning Commission as its newest member. His term began July 1<sup>st</sup>. Mr. Hicks thanked the Commission for its warm welcome to him and is honored to serve the county as a member of the Planning Commission.

Ms. Sepe mentioned that she had attended the June 28th Maryland Department of Planning meeting. She urged fellow members to complete the survey MDP sent via email. Responses can benefit planning commissions throughout the state.

Mr. White reminded members that due to the County's new INFOR software, members will have to register as a vendor through Accounts Payable to be reimbursed for parking during Planning Commission meetings.

Ms. Suarez announced the upcoming Planning Commissioners Association Conference to be held in the Fall. Mr. Gugel added that expenses and registration will be covered for members wishing to attend. When the date is confirmed, Ms. Suarez will forward information to Mr. Gugel to distribute. Mr. Hopwood also reminded members that the election of Planning Commission officers will be first on the agenda at September's regular meeting.

**4. AGENCY COMMENTS / AGENDA BRIEFING**

Mr. Gugel briefed the Commission on the upcoming August meeting, noting that it will be a full agenda. He added that, although tentative at this time, Livable Frederick may have a draft comprehensive plan to distribute to the Commission members for a two week period to review.

**5. SOLID WASTE MANAGEMENT PLAN**

The Division of Utilities and Solid Waste Management (DUSWM) prepared an updated Solid Waste Management Plan (SWMP) for a new 20-year period, 2018-2037. The draft SWMP 2018-2037 was presented for a finding of consistency with the County Comprehensive Plan.

**Staff Presentation:**

*Jim Gugel, Planning Director*

Mr. Gugel opened with comments regarding the state mandated plan. Also in attendance were DUSWM Director Kevin Demosky, Department Head Phil Harris, and Assistant Department Head Lori Finafrock. Mr. Demosky noted that the adopted version of the plan must be delivered to the Maryland Department of the Environment (MDE) by September 1<sup>st</sup>.

**Public Comment:**

None

**Decision:** Mr. White made a motion to find the Solid Waste Management Plan consistent with the County Comprehensive Plan. Mr. Tressler 2<sup>nd</sup>.

|             |   |
|-------------|---|
| <u>VOTE</u> | <u>6-0-1-0</u>                                      |
| FOR:        | 6 – White, Tressler, Hopwood, Bruscia, Suarez, Sepe |
| AGAINST:    | 0   |
| ABSTAIN:    | 1 - Hicks   |
| ABSENT:     | 0   |

**6. ZONING TEXT AMENDMENT**

- a) *Bill 17-11 Antique, Artisan, Craft Shop in Limited Industrial District* – to consider amending Chapter 1-19 of the Frederick County Code to allow “Antique, Artisan and Craft Shops” as a principal permitted use subject to site development plan approval in the Limited Industrial (LI) District.

**Staff Presentation:**

*Steve Horn, Director, Division of Planning and Permitting*

**Public Comment:**

Bruce Dean, Esq., Linowes and Blocher, LLP

Rebecca Johnson

Kim Bowers

**Decision:** Ms. Suarez made a motion to recommend approval of Bill 17-11 to the County Council. Mr. Tressler 2<sup>nd</sup>.

|             |  |
|-------------|--|
| <u>VOTE</u> | <u>5-2-0-0</u>                             |
| FOR:        | 5 – Suarez, Tressler, Bruscia, Sepe, Hicks |
| AGAINST:    | 2 – Hopwood, White                         |
| ABSTAIN:    | 0  |
| ABSENT:     | 0  |

- b) *Bill 17-13 Limited Wood Waste Recycling Facility in the General Commercial District* – to consider amending Chapter 1-19 of the Frederick County code to allow “Limited Wood Waste Recycling Facility” as a principal permitted use as a special exception with site development approval in the General Commercial (GC) District.

**Staff Presentation:**

*Steve Horn, Director, Planning and Permitting Division*

**Public Comment:**

None

**Decision:**

Motion #1 - Mr. White made a motion not to recommend adoption of Bill 17-13 to the County Council. Mr. Bruscia 2<sup>nd</sup>.

|             |  |
|-------------|--|
| <u>VOTE</u> | 7-0-0-0  |
| FOR:        | 7 – White, Bruscia, Hopwood, Suarez, Sepe, Tressler, Hicks |
| AGAINST:    | 0  |
| ABSTAIN:    | 0  |
| ABSENT:     | 0  |

Motion #2 – Ms. Sepe then made a motion to recommend that Council consider the LI district instead of the GC district and add section 1-19 8.348 to this bill as presented. Ms. Suarez 2<sup>nd</sup>.

|             |                                     |
|-------------|-------------------------------------|
| <u>VOTE</u> | 3-4-0-0                             |
| FOR:        | 3 – Hopwood, Suarez, Sepe           |
| AGAINST:    | 4 – Bruscia, White, Tressler, Hicks |
| ABSTAIN:    | 0                                   |
| ABSENT:     | 0                                   |

Meeting adjourned at 12:11 p.m.  
Respectfully Submitted,

  
Anthony Bruscia, Chair      Date 10/11/2017