

FREDERICK COUNTY PLANNING COMMISSION

Minutes of Meeting for
September 13, 2017

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

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

Members Absent: Anthony Bruscia

Staff Present: Jim Gugel, Planning Director; Shawna Lemonds, Development Review Director; Kathy Mitchell, Assistant County Attorney; Mike Wilkins, Senior Planner; Denis Superczynski, Principal Planner; Tim Goodfellow, Principal Planner; Tolson DeSa, Zoning Administrator; Charles Freeman, Traffic Engineer

The meeting was called to order at 9:31 am

1. **PLEDGE OF ALLEGIANCE**

2. **ELECTION OF OFFICERS**

Rules and Procedures, Section 2-Officer and Committees:

2.1 – The commission shall organize annually in the month of September and elect a Chairman, Vice-Chairman and Secretary. (10-19-05)

Motions:

Mr. White nominated Mr. Bruscia as Chair, Mr. Hicks 2nd.

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

Mr. Hicks nominated Mr. White as Vice-Chair, Ms. Suarez 2nd.

<u>VOTE</u>	<u>5-0-1-1</u>
FOR:	5 – Hicks, Suarez, Hopwood, Sepe, Tressler
AGAINST:	0
ABSTAIN:	1 - White
ABSENT:	1 – Bruscia

Mr. White nominated Ms. Sepe as Secretary, Ms. Suarez 2nd.

<u>VOTE</u>	<u>5-0-1-1</u>
FOR:	5 – White, Suarez, Hopwood, Tressler, Hicks
AGAINST:	0
ABSTAIN:	1 - Sepe
ABSENT:	1 – Bruscia

At this time, Mr. White, Vice-Chair, presided over the meeting in Mr. Bruscia's absence.

By acclamation, the Commission applauded Mr. Hopwood's service as Chair.

3. MINUTES TO APPROVE

June 14, 2017 – Mr. Tressler moved to approve said minutes as amended. Mr. Hopwood 2nd.

<u>VOTE</u>	<u>5-0-1-1</u>
FOR:	5 – Tressler, Hopwood, White, Suarez, Sepe
AGAINST:	0
ABSTAIN:	1 - Hicks
ABSENT:	1 - Bruscia

June 28, 2017 – Mr. Tressler moved to approve said minutes as written. Mr. Hopwood 2nd.

<u>VOTE</u>	<u>4-0-2-1</u>
FOR:	4 – Tressler, Hopwood, White, Sepe
AGAINST:	0
ABSTAIN:	2 – Suarez, Hicks
ABSENT:	1 - Bruscia

July 12, 2017 – Mr. Hicks moved to approve said minutes as written. Ms. Suarez 2nd.

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

August 9, 2017 – Mr. Tressler moved to approve said minutes as written. Ms. Sepe 2nd.

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

Mr. White asked the Commission members if there were any comments or questions regarding the topics list of future agenda discussions. Ms. Suarez noted that it has been two years that the discussion of energy conservation practices in the school system, has been on the list and has not been discussed; especially in light of the Educational Facilities Master Plan (EFMP) being reviewed on today's agenda. Mr. Gugel responded that any presentation on the subject would have to be from the Frederick County Public Schools' staff. Ms. Suarez added that this subject might be addressed during the EFMP presentation today.

4. PLANNING COMMISSION COMMENTS

Mr. White reiterated the Commission's thanks to Mr. Hopwood for his outstanding work as Chair for the past two years.

5. AGENCY COMMENTS / AGENDA BRIEFING

Mr. Gugel briefed the Commission on today's agenda, noting that it would be helpful to cover the EFMP item before the lunch break, to accommodate the schedule of FCPS staff present to answer any questions. He also noted that the energy practices will not be addressed in the educational presentation.

He also briefed the Commission on upcoming meetings; October 11th regular meeting and an evening public hearing on October 18th.

6. COMBINED PRELIMINARY / SITE PLAN

- a) *Brien Place* – The Applicant requested Combined Preliminary / Site Development approval to subdivide the existing 0.82-acre Village Center parcel into four residential lots, including the development of three townhouse lots. Located on the east side of Urbana Pike adjacent to, and south of, the Villages of Urbana PUD. Tax Map 96, Parcel(s) 157 & 158; Zoned: Village Center (VC); Planning Region: Urbana
SP-16-08 (A/P#17521; APFO#17522; FRO#17523/16921)

Staff Presentation:

Denis Superczynski, Principal Planner

Applicant Presentation:

Kraig Walsleben, Rodgers Consulting; Paul Coleman, Natelli Communities

Public Comment:

None

Decision: Ms. Sepe made a motion to approve the Combined Preliminary/Site Development Plan with requested modifications, and including APFO approval, with conditions as specified in the staff report. Ms. Suarez 2nd.

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

7. SITE PLAN

- a) *Tree Trekker* – The Applicant requested Site Development Plan approval for the construction of an Outdoor Sports Recreation Facility (recreational obstacles, pavilions, office and storage buildings) on a 28.9-acre site. Located on Old National Pike, 1,760 feet east of Terra Firma Road. Tax Map 78, Parcel 16; Zoned: Agricultural (Ag); Planning Region: New Market.
SP-17-01 (A/P#17205; APFO#17206; FRO#17207; SWM#17668)

Staff Presentation:

Tim Goodfellow, Principal Planner

Applicant Presentation:

Dustin Lavelle, Lavelle & Associates, Inc.; Missy Conner, Doug Schweinhart, Tree Trekkers, Applicant

Public Comment:

David Wilkinson

Decision: Mr. Tressler made a motion to approve the Site Plan, including APFO approval, with Conditions and modifications as listed in the staff report. Ms. Suarez 2nd.

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

b) *Royal Farms* – The Applicant requested Site Plan and Adequate Public Facilities Ordinance (APFO) approval for a 4,756 square foot convenience store, 14 fueling positions with a 4,704 square foot canopy and a 1,248 square foot accessory car wash, on a 1.34-acre site. Located at the northeast corner of MD 85 and Shockley Drive. Tax Map 86, Parcel 194; Zoned: General Commercial; Planning Region: Frederick
SP-96-19 / S-538 (A/P#17323; APFO#17324; FRO#17325)

Staff Presentation:

Tolson DeSa, Zoning Administrator

Applicant Presentation:

K.C. Reed, Dewberry Consultants; Jeff Bainbridge, Royal Farms, Applicant

Public Comment:

None

Decision: Mr. Hicks made a motion to approve the Site Plan with conditions as listed in the staff report, including APFO approval. Mr. Tressler 2nd.

<u>VOTE</u>	<u>5-0-1-1</u>
FOR:	5 – Hicks, Tressler, Hopwood, White, Suarez
AGAINST:	0
ABSTAIN:	1 - Sepe
ABSENT:	1 - Bruscia

8. **EDUCATIONAL FACILITIES MASTER PLAN**

The Superintendent's Draft Educational Facilities Master Plan (EFMP) was presented for a finding of consistency with the County Comprehensive Plan.

Staff Presentation:

Jim Gugel, Planning Director
Paul Lebo, Chief Operating Officer, FcPs
Holly Nelson, Facilities Planner, FcPs

Public Comment:

Matt Seubert

Decision: Mr. Tressler made a motion to find the 2017 Superintendent's Recommended Educational Facilities Master Plan consistent with the Frederick County Comprehensive Plan. Ms. Sepe 2nd.

<u>VOTE</u>	<u>4-2-0-1</u>
FOR:	4 – Tressler, Sepe, White, Suarez
AGAINST:	2 – Hopwood, Hicks
ABSTAIN:	0
ABSENT:	1 - Bruscia

9. **COMPREHENSIVE PLAN AMENDMENT – GROWTH TIER MAP - RELEASE**

Staff is proposing to initiate an amendment to the County Comprehensive Plan to incorporate the Growth Tier Map into the Plan. Staff requested the Planning Commission's concurrence to release the proposed amendment to initiate the 60-day review/comment period which will be followed by a public hearing before the Planning Commission.

Staff Presentation:

Jim Gugel, Planning Director

Public Comment:

Matt Seubert

Decision to Concur: Ms. Sepe made a motion to release the Comprehensive Plan Amendment Growth Tier Map for a 60-day public review/comment. Mr. Tressler 2nd.

<u>VOTE</u>	<u>5-1-0-1</u>
FOR:	5 – Sepe, Tressler, Hopwood, White, Suarez
AGAINST:	1 - Hicks
ABSTAIN:	0
ABSENT:	1 - Bruscia

10. MONOCACY RIVER PLAN BRIEFING

Staff requested of the Planning Commission to review the River Board’s Recommended Plan in advance of the Commission’s public hearing and recommendation to the County Council. This was an informational briefing of the process and no vote was taken.

Staff Presentation:

Tim Goodfellow, Principal Planner
Jim Gugel, Planning Director

Public Comment:

Patricia Baumgardner
Vince Baginsky
Earl Bell
Lisa Bell
Doug Kaplan

11. FcPc RULES OF PROCEDURE

Discussion to amend the Rules of Procedure of the Frederick County Planning Commission, last amended August 13, 2014. A red-lined draft of the Rules based on suggestions discussed at the Planning Commission meeting on August 9th, had been distributed for review.

Discussion included comments on Section 2, Officers and Committees regarding the procedure of electing officers; and also Section 5.5 Ex Parte Communications.

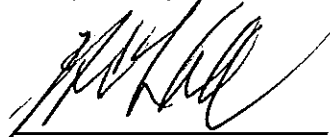
Staff Presentation:

Jim Gugel, Planning Director

Decision: Ms. Sepe made a motion to accept the new rules of the Planning Commission. Mr. Hicks 2nd.

<u>VOTE</u>	<u>5-1-0-1</u>
FOR:	5 – Sepe, Hicks, White, Suarez, Tressler
AGAINST:	1 - Hopwood
ABSTAIN:	0
ABSENT:	1 - Bruscia

Meeting adjourned at 3:20 p.m.
Respectfully Submitted,



Date 10/14/2017

Bob White, Vice-Chair