

MEETING SUMMARY
Carroll County Planning and Zoning Commission

January 21, 2020

Location: Carroll County Office Building

Members Present: Cynthia L. Cheatwood, Chair
Daniel E. Hoff, Vice Chair
Richard J. Soisson
Eugene A. Canale
Jeffrey A. Wothers
Janice R. Kirkner
Michael D. Gosnell, Alternate
Ed Rothstein, Ex-officio

Members Absent:

Present with the Commission were the following persons: Lynda Eisenberg, Cody Spaid, and Laura Bavetta, Department of Planning; Clay Black, Laura Matyas, Kierstin Eggerl and David Becraft, Development Review.

CALL TO ORDER/WELCOME

Chair Cheatwood called the meeting to order at approximately 9:00 a.m.

ESTABLISHMENT OF QUORUM

Laura Bavetta took attendance and noted that seven members of the Board were present, and a quorum was in attendance.

REVIEW AND APPROVAL OF AGENDA

On motion of Mr. Wothers seconded by Mr. Hoff and carried, the Agenda was approved.

REVIEW AND APPROVAL OF MINUTES

On motion of Mr. Wothers, seconded by Mr. Hoff and carried, the Minutes from the December 17, 2019 meeting were approved.

COMMISSION MEMBER REPORTS

A. COMMISSION CHAIRMAN

Chair Cheatwood reported she approved two final plans since the last meeting, Dandelion Ridge and 140 Mini Storage.

B. EX-OFFICIO MEMBER

Commissioner Rothstein reported on the Comprehensive Rezoning process and the State of the County.

C. OTHER COMMISSION MEMBERS

There were no other reports.

ADMINISTRATIVE REPORT

A. ADMINISTRATIVE MATTERS

Secretary Eisenberg discussed the public meetings that will be held regarding the Comprehensive Rezoning process and the Residential District. Secretary Eisenberg also stated the joint meeting with the Board of Zoning Appeals will be held at 1:00 p.m. following today's Planning Commission meeting.

B. EXTENSIONS

Clay Black stated there has been one extension since the last meeting, the Fields at Pheasant Run.

C. BZA CASES

Secretary Eisenberg introduced Hannah Weber as our new staff member that will be handling BZA cases. Cody Spaid reported that one case has been approved since the last meeting, Case No. 6208.

D. OTHER

There were no other reports.

FY21 PRELIMINARY RECOMMENDED CIP AND BOND AUTHORIZATION – INTRODUCTION

Mr. Ted Zaleski reviewed the CIP with the Commission. Secretary Eisenberg stated staff is reviewing the CIP and will draft a letter of Consistency with the Master Plan for the Commission to sign.

CONCEPT SITE PLAN

SUBJECT: S-19-0026, Carroll County Career and Technology Center Amended
LOCATION: 1229 Washington Road (MD Rt 32), Westminster, MD 21157; E.D. 7
OWNER: Board of Education of Carroll County, 125 N. Court Street, Westminster, MD 21157
DEVELOPER: same as owner
ENGINEER: mk Consulting Engineers, LLC, Whitehall Mill, 3300 Clipper Mill Road, Suite 201, Baltimore, MD 21211
ZONING: Conservation
ACREAGE: 68.56 acres
WATERSHED: Liberty Reservoir
FIRE DISTRICT: Westminster
MASTER PLAN: Conservation
PRIORITY
FUNDING AREA: Westminster
DESIGNATED
GROWTH AREA: Westminster

❖ Action Required:

The plan is before the Planning and Zoning Commission per Chapter 155 of the Code of Public Local Laws and Ordinances of Carroll County for consideration of a concept site plan.

No action is required. The Planning Commission may consider delegating approval of the final site plan to the Planning Commission Chair.

❖ **Existing Conditions:**

The 68.56-acre subject property hosts the Carroll County Career and Technology Center as well as Westminster High School and all associated playing fields, parking lots, drive aisles, and accessory buildings. It lies in the Conservation zoning district. Although outside the City of Westminster corporate limits, the subject property is inside the Westminster Priority Funding Area, Designated Growth Area, and Existing / Final water and sewer service areas.

Two access points exist from Washington Road (MD Route 32) and one from Hook Road. Internal drive aisles provide connectivity within the site. Parking on the property is shared between the high school, technology center, and the adjoining Community Media Center. While current pedestrian connectivity is internal to the site, there is a plan in the review process for sidewalk to be constructed along the property frontage at Washington Road.

In 1986, a site development plan was approved for an addition to the Career and Technology Center, previously called the Vo-Tech Center (plan attached).

The property is adjoined on the south by a Conservation-zoned lot owned by the County Commissioners of Carroll County and occupied by the Community Media Center. Across Washington Road to the west lie R-10,000-zoned properties developed with residences, a senior care facility, and small businesses. Adjoining at the north property line, and in the R-10,000 zoning district, is the Washington Square subdivision where lots are built with residential duplexes.

❖ **Plan Review:**

The developer proposes to demolish the southernmost portion of the building, relocate the portable classrooms for temporary Tech Center use during construction, reconfigure the parking lots at the Career and Technology Center, and construct three distinct building additions. The largest addition, with 40,360 square feet and three stories, will expand the Center towards Washington Road and introduce a main entrance facing Washington Road. A second entrance, labeled “bus entrance,” is proposed around the corner from the main entrance on the south façade. A second building addition at the southwest corner of the building, with an area of 5,760 square feet, will be one story high. The third building addition at the northeast corner of the Center will also be one story and add 7,265 square feet of space.

In the Site Data on sheet 1, it is distinctly stated that there will be no increase in student or staff population. Since there is no population increase, no traffic study is required, and the City of Westminster has approved the plan with regards to water and sewer.

Existing parking for the high school and Tech Center totals 399 spaces. Following the proposed building expansion, the re-configured parking lot will contain 341 spaces. In accordance with the Code, “The number of parking spaces required will be subject to a detailed parking analysis and study which shall address the following: number of faculty and staff, projected enrollment, requirements for special events, and capacity of special assembly areas. The final determination will be made by the Planning Commission.”

Parking for the Community Media Center on the Tech Center property totals 80 spaces and 80 space will remain. Construction phasing will ensure that the Media Center’s access and parking are maintained throughout development. General Note 30 on sheet 1 states that access shall be maintained through all phases of construction.

The proposed sidewalk along Washington Road, currently in the review process as a separate project, is depicted in the Carroll County Career and Technology Center Amended plan set.

The Department of Planning reviewed the plan and determined that the proposed plan is consistent with the all applicable plan policies and recommendations.

Building elevations are provided on sheets 13-16 of the concept plan set with colors rendered on sheet 17. The design includes brick veneer, metal panels, a glass and aluminum curtain wall system, and a flat roof. Person doors and metal roll-up doors provide entrance into the building. Building-mounted signage placed low on the window wall announces the entrance.

According to the engineer, "Adequate lighting coverage in the parking areas is still being evaluated. There will be building-mounted lighting near all entrances." Pole height, details, and a photometric plan will be included in the final plan set.

On September 10, 2019, the Design and Architectural Review Committee, an advisory group, met to review the project. Comments and suggestions include maintaining access to the Media Center during demolition and construction and providing 3D renderings to aid in the visualization of the building. Renderings were submitted in response to the comment and a note was added to the plan to address the Media Center's continuity of access.

The Bureau of Resource Management has granted concept Stormwater Management (SWM) approval. A recently retrofitted regional facility, along with micro-bioretenion and pre-treatment facilities on site, will provide stormwater management for the development. Forest Conservation will be addressed on-site. The plan is exempt from Floodplain Management. Landscaping is proposed at the parking lots and along Washington Road. A note has been added to the plan pertaining to the absence of hazardous and regulated substances being stored on site per a comment from Water Resources Review. Grading has commented that finished floor elevations and spot elevations must be added to the plans. Fire Protection and Emergency Services Review has approved the concept plan.

The proposed site plan was subject to Citizen's Involvement during the September 23, 2019 Technical Review Committee meeting. No citizens were in attendance and no written comments or calls have been received by the Bureau of Development Review.

The final site plan will be tested and reviewed for adequacy of public facilities in accordance with Chapter 155 of the Code of Public Laws and Ordinances of Carroll County Maryland.

Discussion:

Laura Matyas presented the staff report.

Bill Caine, CCPS, Emily Dean, mk Consulting Engineers, LLC and Jeff Hagen, Hord Coplan, Macht, were present.

Mr. Canale questioned why the plan does not include a plan to increase the capacity and growth of enrollment.

Mr. Caine stated there is no room in the budget for this plan to include growth of enrollment. This plan is to address the current space, modernize it and add adequate space for the current programs. Mr. Caine stated it has taken 15 years to get in the budget just for this modernization. Mr. Caine stated there is potential to add an addition in the future.

The Commission and Mr. Caine discussed the waitlist, the reasons for the waitlist and ways to address and reduce the waitlist.

Commissioner Rothstein asked if portable classrooms will still be used.

Mr. Caine stated the intent of these renovations is to have all programs within the building.

Vice Chair Hoff questioned the reduction in parking.

Mr. Caine stated budget constraints have an impact on the parking. Mr. Caine stated Westminster High School is comfortable with the loss of parking and there is a possibility of moving the portable classrooms and expanding the parking.

Vice Chair Hoff questioned the new design and the loss of the second entrance.

Mr. Caine stated that he and the Principal of Westminster High School will be discussing the traffic flow, parking spaces and the second entrance again.

Mr. Wothers questioned and expressed his concern regarding the length of time it has taken to get this plan up and running. Mr. Wothers asked how the Planning Commission can help the future progress of this facility.

Mr. Caine stated large capital projects take time to get funding lined up.

Decision:

On motion of Mr. Soisson, seconded by Mr. Wothers and carried, the Commission voted to delegate final approval of the plan to the Chair.

FINAL SITE PLAN

SUBJECT: S-19-0013, Legacy School, 2nd Amended
LOCATION: 115 Terrapin Drive, Sykesville, MD 21784, E.D. 14
OWNER: Abar Partnership, c/o Richard Kirkner, 1438 Liberty Road, Sykesville, MD 21784
DEVELOPER: Same as Owner
ENGINEER: Leon A. Podolak and Associates, LLC, 147 East Main Street, Westminster, MD 21157
ZONING: Agricultural
ZA CASE: 1425 – April 3, 2013
BZA CASE: 6110 – October 29, 2018
ACREAGE: 3.8± acres
WATERSHED: South Branch Patapsco
FIRE DISTRICT: Winfield
MASTER PLAN: Employment Campus - 2018 Freedom Community Comprehensive Plan
PRIORITY
FUNDING AREA: Outside
DESIGNATED
GROWTH AREA: Freedom

❖ **Action Required:**

The site plan is before the Planning and Zoning Commission per Chapter 155 of the Code of Public Local Laws and Ordinances of Carroll County for consideration and approval.

❖ **Existing Conditions:**

The subject property of 115 Terrapin Drive is a 3.86-acre property recorded in 2004 as Tract A in Section I of Terrapin Station within Plat Book No. 48, page 138. An amended plat was recorded in Plat Book No. 51, page 108 to remove the forest conservation area from the site and place it into a bank. The owner stated the property is currently being used as a K-8 school from 8AM to 3PM, with occasional after school activities spanning to 4:15 PM.

“Camp Terrapin” is a co-ed summer camp for children ages 6-13 that operates on the subject property and runs for four weeks in July. One existing building and accessory structures including a climbing wall, in-ground swimming pool and basketball court exist on the subject property. There are currently 19 parking spaces existing on the school property. An existing dumpster is located to the west of the school with a landscaping berm and fence located to the south of the school. There is an existing sign at the school entrance from Terrapin Drive and building mounted lights. No free-standing lights are on the site.

Terrapin Drive is a 20-foot-wide Use-in-Common (UIC) drive that provides access to the school, Sun Valley assisted living located at 110 Terrapin Drive (also owned by ABAR Partnership), and three residential properties (100 Terrapin Drive, 101 Terrapin Drive, and 107 Terrapin Drive.). A Declaration of Maintenance Obligations was established and recorded simultaneously with the recordation of Terrapin Station Section I. Terrapin Drive connects to Klees Mill Road, a county maintained road. The school operates a bus service for the students, and accommodates parent pick-up and drop-off.

The entire site lies within the Agricultural zoning district. The site slopes down towards the northeast towards a pond that is off site and to a forest area. There are no streams or FEMA 100 Year Floodplain designation on site. All adjoining properties on the east side of Klees Mill road are zoned Agricultural; the property to the west side of Klees Mill road is zoned Light Industrial (I-1).

❖ **History:**

The initial site plan, previously Time for Kids Daycare, was presented to the Planning Commission on April 20, 2004. Staff recommended approval with the condition that a landscape berm be constructed to alleviate the noise pollution to the neighboring residences. The decision of the Commission was to approve the Daycare, provided the following conditions were met; a landscaping berm be constructed between the play area and existing homes, the use of the pool be limited to 6:00 am to 6:00 pm Monday thru Friday, and an eight foot tall privacy fence be constructed. The landscape berm and privacy fence currently exist on the site.

A change of use permit was issued on August 2, 2011 to convert from a Daycare to a school, Legacy School. Per §158.070 (D)(9) of the Carroll County Code of Ordinance, schools are a principle permitted use in the Agricultural Zoning District. An amended site plan for the Legacy School was processed in 2013 to add a 2,760 square foot building expansion for additional classrooms (plan attached).

The Carroll County Code of Ordinance, §158.070(H)(1) states the bulk requirements for an elementary school as the following;

§ 158.070 “A” AGRICULTURAL DISTRICT.

(H) **Bulk requirements.** The following minimum requirements shall apply, except as hereinafter modified in § [158.130](#):

(1) **Dwellings, schools, etc.**

<i>Use</i>	<i>Lot Area</i>	<i>Lot Width (feet)</i>	<i>Front Yard Depth (feet)</i>	<i>Side Yard (Width Each Side Yard) (feet)</i>	<i>Rear Yard Depth (feet)</i>
Schools:					
Elementary	5 acres	400	150	100	50
High	10 acres	500	150	100	50
Colleges	15 acres	500	150	100	50

On April 3, 2013, the Zoning Administrator granted three variances in case number ZA-1425 for the existing school on the property (decision attached). The aforementioned case granted a 40 foot setback variance in lieu of the required 150 foot front yard requirement, a 30 foot setback variance in lieu of the required 100 feet side yard requirement, and a variance from the 5 acre minimum requirement to 3.86 acres.

The Planning Commission Chairman approved the plan July 16, 2013.

❖ Site Plan Review:

Legacy School, 2nd Amended site plan is proposing a 2,450 square foot building on the west side of the property to expand their student population from 50 students to 100 students and their staff from 12 employees to 24 employees. The plan proposes the alteration of the west property line by way of an amended plat to accommodate the proposed building. The amended plat is currently being reviewed by review agencies. The proposed building will reside where the existing barn is currently located.

The owner was granted front and side yard setback variances by the Board of Zoning Appeals in Case Number 6110 held October 29, 2018 (decision attached). The setbacks are from the proposed west property line adjustments abutting the assisted living facility property. The aforementioned case granted a 40 foot setback variance in lieu of the required 150 foot front yard requirement, and a 46 foot and 55 foot setback variance in lieu of the required 100 feet side yard requirement.

The Concept Site Plan was initially submitted April 22, 2019. The plan was subject to citizen involvement at the May 24, 2019 Technical Review Committee. There were no citizens in attendance with one phone call and email from Wanda Legore at 124 Dixon Lane. Her concern involved object and noise trespass over the fence and onto her property and cars parking on the UIC drive during events.

The concept site plan for the subject property was reviewed by the Planning and Zoning Commission on June 18, 2019 (minutes attached). During this meeting, amongst other things, parking was brought up as a concern by Wanda Legore. 15 new parking spaces are proposed and are located in front of the new building on both sides of the existing driveway to the assisted living facility, increasing the total parking on the school property to 34 spaces. Both

Sun Valley and the school will use the proposed parking and a cross easement will be required.

The owner stated the school events will be held off site to alleviate double parking along the UIC drive and if additional parking is needed, 100 Terrapin Drive (owned by the school) will be designated as an “overflow parking” area. A note regarding event parking has been added to the plans. A letter of correspondence from the engineer was received November 25, 2019 which stated that proposed parking was in consideration of the school having a high teacher to student ratio and holding their events off-site

The proposed one-story building will have a front elevation of less than 35 feet and a walk out basement in the rear. No additional free-standing signs are proposed and all proposed lights will be building mounted. The new building and the existing school will remain on a private well and septic system. The average daily peak hour trips are 45 trips per AM peak hour and 31 trips per PM peak hour. A traffic study is not code required with the average daily peak hour trips being less than 50 trips per peak hour.

This plan is exempt from the Code requirements of Floodplain Management. The requirements of the Forest Conservation Ordinance were previously addressed when the property was created through the subdivision process. Approval was granted by the Carroll County Health Department and Landscape was deemed adequate. Site Compliance has stated that the site plan complies with the requirements of Maryland Accessibility Code. The Office of Public Safety has granted approval and stated a sprinkler system is not required with fire hydrants in close proximity.

Stormwater Management will be addressed via downspout drywells, grass swales, and grading. Final Stormwater approval was granted.

In accordance with a site development plan memorandum from the Department of Planning, the proposed land use is consistent with the 2018 Freedom Community Comprehensive Plan land use designation of Employment Campus.

The final site plan was tested and reviewed for adequacy of public facilities in accordance with Chapter 155 of the Code of Public Laws and Ordinances of Carroll County Maryland.

❖ **Recommendations:**

Pursuant to Chapter 155, staff recommends approval of the site development plan subject to the following conditions:

1. That the Developer enters into a Public Works Agreement with Carroll County that guarantees completion of the improvements.
2. That a Stormwater Management Easement and Maintenance Agreement be granted to the County Commissioners of Carroll County as an easement of access to the County Commissioners or authorized representatives by a deed to be recorded simultaneously with the Public Works Agreement.

3. That the amended plat of “Terrapin Station, Amended Tract A and Lot 2” and any associated deeds be recorded simultaneously with, or prior to, the Public Works Agreement.
4. That a Cross Easement for parking be recorded simultaneously with the amended plat.
5. That any changes to this plan will require an amended site development plan to be approved by the Carroll County Planning and Zoning Commission.

Discussion:

Mrs. Kirkner recused herself due to her relationship with the Owner/Developer.

David Becraft presented the staff report.

Richard Kirkner, Owner/Developer, Jamie Kaplan, Legacy School, and Pete Podalak, Engineer, were present.

The Commission discussed the zoning of the surrounding properties, the current enrollment and the new, projected capacity.

Decision:

On motion of Mr. Soisson, seconded by Mr. Wothers and carried, the Commission voted to approve the final site plan in accordance with Chapter 155 and subject to the five conditions listed in the staff report.

RECESS

SPECIAL REPORT

SUBJECT: P-19-0051, Braddock Estates, Section 3, Lots 81-83
LOCATION: 5139 Perry Road, Mount Airy, MD 21771; Election District 9
OWNER: Hugh & Janet Collins, 5139 Perry Road, Mount Airy, MD 21771
DEVELOPER: Same as owner
ENGINEER: RTF Associates, Inc., 142 East Main Street, Westminster, MD 21157
ZONING: R-40,000
ACREAGE: 19.06 acres
WATERSHED: Gillis Falls
NO. OF LOTS: 3
FIRE DISTRICT: Winfield Community Volunteer Fire Department
MASTER PLAN: Low Density Residential - 2014 Carroll County Master Plan
PRIORITY
FUNDING AREA: Outside
DESIGNATED
GROWTH AREA: Outside

❖ Action Requested:

The project is before the Planning and Zoning Commission for direction as to the applicability of General Note 10 on the original plat of Braddock Estates, Section 3. **Action is required.**

❖ **Property Overview:**

The subject property is an existing lot within the Braddock Estates subdivision and is recorded in Plat Book 17, page 94 (attached). The property currently consists of 19.06 acres and hosts a single-family dwelling as well as outbuildings. The residence and related buildings occupy approximately two acres on the north edge of the property and are accessed from Perry Road by a private driveway. The zoning of the subject property and the adjoining properties is R-40,000.

The majority of the property currently consist of farmland and cropland, with the southeast section of property consisting of trees and a stream. The existing plat provides a 100-year flood line around the existing stream and the proposed plat provides the boundaries of the wetland along with a wetland buffer. The 19.060 acres is generally flat with a slope to the southeast of the property. The subject property and the adjoining properties utilize private well and septic systems.

❖ **Plan Review:**

The owner/developer currently proposes to create two lots from the existing 19.060-acre lot, previously recorded in Plat Book 17, page 94. Lot 81 is proposed at 7.34 acres and Lot 82 proposed at 3.93 acres, resulting in Lot 83 being 7.78 acres. All lots are proposing the development of a single-family dwelling, with the existing dwelling and accessory buildings located on Lot 81. Access for the proposed Lots 82 and 83 will be from a use-in-common driveway that connects to the existing driveway at the road apron.

General Note 10 on the previously recorded plat states “No further subdivision of the lots and/or tracts shown hereon shall be permitted for the purpose of creating additional lots or tracts. Any modifications or plat reassembly shall be subject to approval by the Carroll County Planning and Zoning Commission.” A request was made by the owner/developer to go before the Planning and Zoning Commission for direction as to the applicability of General Note 10 on the original plat on December 19, 2019 (attached).

On May 15, 2018, the Planning and Zoning Commission ruled on an equivalent request for the division of lot 45 of Braddock Estates (Plat Book 17, page 95), which had a similar note. Attached are copies of the minutes where the Planning and Zoning Commission ruled in favor of the request.

Following a determination from the Commission, the plans will begin the review process as a major subdivision. The Planning and Zoning Commission will see the plans again as a concept subdivision plan. The plans will also be reviewed for Concurrency Management Chapter 156 of the Code of Public Law and Ordinance of Carroll County, Maryland at the preliminary plan submission.

Staff and the owners are requesting a determination from the Commission regarding the applicability of General Note 10 on the original plat.

Discussion:

David Becraft presented the staff report.

Clark Shaffer, Attorney, Janet and Hugh Collins, Owners, were present.

The Commission discussed the note that was placed on the plan in 1978.

Decision:

On motion of Mr. Soisson, seconded by Mr. Hoff and carried, the Commission voted to override General Note 10 on the original plat of Braddock Estates, Section 3 and allow the property to go through the subdivision process.

SPECIAL REPORT

SUBJECT: SF-19-0102, Simplified site plan for proposed helicopter pad
LOCATION: 2325 Feeser Road; Election District 01
OWNER: Alyssa Taylor Properties LLC, c/o Craig Bowen, 2655 Baumgardner Road, Westminster, MD 21158
DEVELOPER: same as owner
ENGINEER: RTF Associates, Inc., 142 East Main Street, Westminster, MD 21157
ZONING: Industrial Restricted
ACREAGE: 4.81 acres
NO. OF LOTS: existing
FIRE DISTRICT: Taneytown Volunteer Fire Company
MASTER PLAN: Industrial Light (I-1)
DESIGNATED GROWTH AREA: Outside

❖ **Action:**

The project is before the Planning and Zoning Commission for information purposes only. Simplified site plans are not required to be presented to the Planning Commission for review or approval; however, it was determined that this proposal should be brought to the Commission for their information. Staff did provide adjoining property owner notification as part of the review process. **No action is requested nor required.**

❖ **Property Overview:**

The subject property is comprised of 4.81 acres and is identified as Lot 1 on the subdivision plat "New Beginnings" recorded in Plat Book 46 Page 278. The property contains an existing residential structure and a commercial/industrial use building that has had several uses operate from the building. Currently, a construction company office is located in the building. All adjoining properties are zoned Agricultural. The property is surrounded by a mix of farms and single-family residential properties, all utilizing private well and septic systems. The property is 2200 feet from the City of Taneytown corporate limits.

❖ **Plan Review:**

The owner proposes to establish a helicopter landing pad to the rear of the property. The helicopter is for private use of the property owner in conjunction with the business. In accordance with Resolution No. 1050-2019, all new concept plans submitted and accepted for review prior to the effective date, December 22, 2019, of the New Code Provisions will be processed under the Old Code Provisions. The plan was submitted on December 18, 2019 and is therefore subject to the provisions of the old code.

A heliport is a principal permitted use with distance requirements of 200 feet from any lot in a residence district; any lot of less than three acres occupied by a dwelling that is not located on

the same lot; any lot occupied by a school, religious establishment, or institution for human care; and the curtilage area within a lot of three or more acres improved by a dwelling. In accordance with Chapter 155, all principal permitted uses are subject to a site plan review.

The project consists of construction of a 54 feet x 54 feet (2916 square feet) concrete pad touchdown-lift off area that is located within a 127 feet by 127 feet safety area. The disturbance (concrete pad only) associated with this proposal is under 5000 square feet and the proposal qualified for a simplified site plan review.

The residential dwelling unit on the adjacent farm, located to the east, is approximately 900 feet away. The residential dwelling located directly west is approximately 900 feet. The residential dwelling located directly north is approximately 1000 feet. A residential dwelling, northwest of the pad, is approximately 750 feet and the distance to the nearest dwelling, south on Feeser Road, is approximately 850 feet.

The Bureau of Resource Management reviewed the plan and as disturbance is under 5000 square feet, there were no comments. Zoning setbacks from the property lines are 30 feet to the rear and side and 50 feet from the front. The plan meets the distance and setback requirements.

The applicant has stated there will be no lighting, other than necessary low-level lighting. In accordance with Carroll Code County, Chapter 93: Nuisances, Noise

§ 93.04 EXEMPTIONS

The provisions of this subchapter do not apply to the following:

(G) Aircraft and related operations at airports licensed by the Maryland Aviation Administration.

Prior to operation of the heliport, a zoning certificate will need to be issued and approval from the Maryland Aviation Administration.

Staff has not received any public comments regarding this project.

Discussion:

Clay Black presented the staff report.

Craig and Jennifer Bowen, Owner/Developer, were present.

Decision:

No action required.

PUBLIC COMMENT

There was no other public comment.

ADJOURNMENT

On motion of Mr. Soisson, seconded by Mr. Wothers and carried, the Commission adjourned at approximately 11:10 and will reconvene at 1:00 p.m. for a joint meeting with the BZA.

Secretary

Approved