

MEETING SUMMARY
Carroll County Planning and Zoning Commission

September 2, 2015

Location: Carroll County Office Building

Members Present: Alec Yeo, Chairman
Eugene A. Canale
Jeffrey A. Wothers
Cynthia L. Cheatwood
C. Richard Weaver, Commissioner

Members Absent: Richard J. Soisson, Vice Chair
Matthew S. Helminiak
Richard S. Rothschild, Ex-Officio
Daniel E. Hoff, Alternate

Present with the Commission were the following persons: Philip R. Hager, Tay Harris, Mary Lane, and Kelly Martin, Department of Planning; Lynda Eisenberg and Andrea Gerhard, Bureau of Comprehensive Planning; Tom Devilbiss, Department of Land and Resource Management; Clay Black, Bureau of Development Review; Scott Campbell, Department of Public Safety; Clark Shaffer; Linda Livesay; and Marty Hackett.

CALL TO ORDER/WELCOME

Chairman Yeo called the meeting to order at approximately 6:00 p.m.

ESTABLISHMENT OF QUORUM

Kelly Martin took the attendance of the Commission, noting that five members were present, and there was a quorum.

PLEDGE OF ALLEGIANCE

OPENING REMARKS

Secretary Hager noted that staff had no proposed changes to the agenda which was previously forwarded to the Commission. He indicated that the next regular meeting is scheduled for September 15, with a fifth Wednesday meeting scheduled for September 30.

REVIEW AND APPROVAL OF AGENDA

The Commission, on motion of Mr. Wothers, seconded by Mr. Canale, and carried, approved the agenda as distributed.

PUBLIC COMMENTS

There were no public comments.

REZONING CASE NO. 223 – 1320 LIBERTY ROAD – INTRODUCTION

Andrea Gerhard, Bureau of Comprehensive Planning, noted that the subject 16.11-acre property is located at 1320 Liberty Road. The applicant is requesting a change in zoning from Restricted Industrial to General Business. Ms. Gerhard provided an aerial view and reviewed the neighborhood. She noted that she would present the staff report at the September 15 meeting.

Eugene Canale, Commission member, asked that Ms. Gerhard review the zoning of the surrounding properties.

Ms. Gerhard reviewed the zoning of the surrounding properties and noted that staff anticipates a November decision from the Board of County Commissioners with regard to this rezoning.

Clark Shaffer, attorney for the petitioner, noted that he was in attendance to answer any questions the Commission might have. He stated he would be making a presentation during the September 15 meeting.

DRAFT FY15 CONCURRENCY REPORT

Clay Black, Bureau of Development Review, noted that he had presented the draft Concurrency Report to the Commission at the August 18 meeting. He had received no calls or e-mails from the Commission members with any questions or concerns. Mr. Black explained that several modifications had been made since that review, including the addition of Code references at the end of each chapter. Staff is working with the Bureau of Utilities to add numbers with regard to water and sewer for Bark Hill and Pleasant Valley and to make sure that the “projected” numbers organizationally means the same thing as it does in Concurrency Management. None of these changes will affect the adequacy standards.

Chairman Yeo noted that Commissioner Rothschild had voiced a concern about the capacity numbers for water and how they might be overstated in the report.

Mr. Black explained that the Freedom Plant capacity in the report is 6 mgd even though the plant today can treat 7 mgd. The old plant treats 3 mgd and the new plant can treat 4 mgd. The new plant is only upgradable to a capacity of 6 mgd, so that is the number used. The old plant will eventually be taken out of service. He noted that the allocation from the City of Baltimore is 4.2 mgd.

Mr. Black indicated he would be requesting approval of the Report at the September 15 meeting.

CONCURRENCY MANAGEMENT CODE MODIFICATIONS: BRIEFING/ DISCUSSION

Clay Black, Bureau of Development Review, distributed the proposed language. He explained that Scott Campbell, Department of Public Safety, had presented the proposed revisions to the Fire and Emergency Medical Services adequate public facilities criteria at the Commission’s April 21 meeting, and the Commission was supportive of moving forward with those changes. Mr. Black noted that once the language is approved by the Commission, the County Attorney’s Office will put it into the proper ordinance format.

Chairman Yeo asked for staff to review why the total number of late and no responses for emergency medical services was changed from 15 percent to 12 percent.

Scott Campbell explained that the work group thought it was an appropriate reduction without an elimination after considerable debate. There are a few emergency medical services units that are not staffed. Mr. Campbell noted that the change in fire services response time is in recognition of the sprinkler requirements.

Mr. Black reminded the Commission that the Carroll County Volunteer Emergency Services Association, Fire Chiefs Association, and Emergency Medical Services Officials all reviewed and approved the language changes. Any additional changes made by the Commission would need to be re-evaluated by those agencies.

Mr. Campbell reported that an Emergency Communications Assistant has been selected, and retiree Wasche has developed a modest proposal to assist in the training of the individual with regard to the tracking of the fire and emergency services statistics for concurrency management.

Secretary Hager noted that Mr. Black would be bringing the proposed Code changes to the Commission for approval at the September 15 meeting.

(Commissioner Weaver left the meeting.)

FREEDOM PLAN WORK SESSION

Secretary Hager noted that Tay Harris, Planning Analyst, has accepted a position in another jurisdiction, and this is her last Commission meeting. He noted that he was working with the Commissioners to try to keep her on board.

Ms. Harris distributed Elements 1-3 of the Freedom Plan, noting that tonight was just an introduction of the Elements and there would be a more detailed presentation and discussion at a future meeting.

Secretary Hager indicated that staff had developed an ambitious schedule to get through the Plan development process in a year. Once the Elements are distributed to the Commission, members will be given several weeks to review the documents. The Commission will then be provided an opportunity to ask questions, followed in a couple weeks by a work session for more detailed discussion. Following review, the Commission will be asked to “sanction” the Element, and it will be set aside. This process will be followed for each Element of the Plan. Once all the Elements are completed, a final draft will be prepared for the Commission to “Accept”. This triggers the 60-day review process with a public hearing at the conclusion. The Commission will then have an opportunity to “Approve” the Plan and forward it to the Board of County Commissioner for action. If the schedule holds, the Commission would be at that point around October of next year.

Chairman Yeo asked the best way for members of the public to contact staff or stay informed.

Lynda Eisenberg, Bureau of Comprehensive Planning, noted that agendas and meeting summaries from Commission meetings are posted on the Freedom website. Interested citizens are asked to “subscribe” to the Freedom page, and then they will receive e-mails regarding

upcoming meetings. She indicated that staff is also working with the South Carroll Business Association to spread the word about the Plan.

Secretary Hager noted that a joint meeting with the Board of County Commissioners would be scheduled in March to review the Freedom Plan.

Chairman Yeo suggested the addition of a second Public Comment item on the agenda at the end of the meeting to allow members of the public to comment regarding the Freedom Plan.

Secretary Hager noted that there will be a work session on September 30 at which time staff would like to conduct a land use discussion limited to the Freedom area. Staff will have the existing land use map and a rough draft future land use map for Commission review.

Ms. Eisenberg indicated that staff will review Board of Zoning Appeals cases and rezoning cases that have occurred in the area, as well as land use change requests from the public.

The next Commission meeting is scheduled for Tuesday, September 15. The Commission adjourned at approximately 7:05 p.m.

Secretary

Approved