

**MEETING SUMMARY**  
**Carroll County Planning and Zoning Commission**

**March 29, 2017**

Location: Carroll County Office Building

Members Present: Matthew S. Helminiak, Chair  
Richard J. Soisson, Vice Chair  
Cynthia L. Cheatwood  
Alec Yeo  
Daniel E. Hoff  
Eugene A. Canale

Members Absent: Dennis E. Frazier

Present with the Commission were the following persons: Philip R. Hager, Lynda Eisenberg, Mary Lane, and Laura Bavetta, Department of Planning; Clay Black, Development Review and Gail Kessler, County Attorney's Office.

**CALL TO ORDER/WELCOME**

Chairman Helminiak called the meeting to order at approximately 6:09 p.m.

**ESTABLISHMENT OF QUORUM**

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

**PLEDGE OF ALLEGIANCE**

**OPENING REMARKS**

Secretary Hager greeted the Commission and stated there were no changes to the Agenda that was distributed.

**REVIEW AND APPROVAL OF AGENDA**

The agenda was approved via a motion by Mr. Yeo, seconded by Mr. Wothers, and carried.

**PUBLIC COMMENT**

There were no public comments at this time.

**FREEDOM COMMUNITY COMPREHENSIVE PLAN REVIEW OF ENDORSED ELEMENTS**

Ms. Eisenberg solicited comments from the Commission on the Vision Statement.

Mr. Yeo questioned whether the Vision Statement is a summary of what is contained within the Document or if it is a summary of what the Plan should be.

Chair Helminiak likes how the Statement balances where we currently are with the aspirational goals.

Mr. Yeo questioned the statement regarding the Sewer capacity for the next 10 years.

Ms. Eisenberg will check with Ms. Gerhard and confirm that the statement is worded correctly.

Ms. Eisenberg, Ms. Lane and the Commission reviewed some points in the printing that need to be corrected.

Mr. Soisson suggested defining what Long Range Adequacy means.

Secretary Hager clarified the next steps and timelines for the Public Hearing and the 60 day review period.

Secretary Hager defined "Acceptance" of the Plan and asked the Commission to consider making a motion to Accept the Plan either during this meeting or the next one.

Secretary Hager brought up properties that Mike Reeves, citizen, is proposing for modifications.

Mr. Hoff would like to Accept the Plan, move forward with the process and allow citizens to speak during the Public Hearing and comment process.

Secretary Hager clarified that if the Commission Accepts the Plan tonight, it will be incumbent upon advocates of making these changes to do their best to educate the public and the Commission between now and the Hearing if they want this to go in the direction that they want it to go.

Mr. Hoff clarified that the properties in question do not have Public Water or Sewer at this time.

Chair Helminiak stated that there are Industrial properties in the Freedom Area that are on well and septic.

Mr. Reeves, citizen, stated that these properties are integral to future growth.

Mr. Yeo stated that these properties had already been discussed and the changes proposed were dismissed.

Secretary Hager offered a suggestion that staff complete an analysis of the proposed changes during the review process.

Mr. Yeo expressed concern over the public's perception of the process and stated it is important that the changes that Mr. Reeves would like to be made be brought up during the Public Hearing and 60 day review process.

The Commission directed staff to review the properties in question in relation to Water and Sewer maps and environmental constraints.

Mr. Yeo made a motion to Accept the document presented with the changes that were outlined. Mr. Soisson seconded the motion and it was carried unanimously.

Staff recommended an Open House in the Freedom Area in May for the public to see the Accepted document.

## **RECESS**

The Commission adjourned for a brief recess.

## **ADMINISTRATIVE REPORT**

### **A. ADMINISTRATIVE MATTERS**

There were no Administrative Matters to report.

### **PROPOSED ZONING TEXT AMENDMENT, AGRICULTURAL DISTRICT**

Secretary Hager introduced Mr. Bowersox and stated he will be reviewing the changes to the proposed Agricultural District Zoning Provisions that the Commission suggested during his initial presentation of this issue.

Copies of the Text Amendment were provided to the Commission. Mr. Bowersox reviewed the changes to the document that were made to address the concerns expressed by the Commission at the last meeting.

Mr. Yeo questioned the number of hours the sawmill would be in use.

Mr. Yeo asked if the term “portable” was outlined in the document.

Mr. Bowersox stated there is no definition in the document but most of these units are considered portable.

The sawmill is restricted to 2,500 board feet per day.

Mr. Wothers asked if the word “temporary” should be added.

Mr. Yeo asked if mulching or chipping should be included in this amendment.

Mr. Bowersox stated that mulching is already regulated.

Mr. Bowersox will need to go in front of the Board in order to be referred to the Planning Commission for approval.

On motion by Mr. Yeo, seconded by Mr. Wothers, and carried, the Commission agreed to forward the text amendment to the Board with a positive recommendation.

### **BICYCLE – PEDESTRIAN MASTER PLAN CITIZEN OUTREACH MEETING RECAP**

Ms. Eisenberg briefed the Commission on the Outreach event that was held at Carroll Community College.

Mr. Canale asked if there was any discussion on funding.

Ms. Eisenberg stated there was no discussion at this time on funding but there are various options available.

### **WRAP-UP: MEDIUM DENSITY CLUSTERING INCENTIVE CONCEPT**

Secretary Hager introduced the presentation that Ms. Eisenberg and Ms. Lane provided for the Commission. Ms. Lane reviewed the minor modifications that were made since the last discussion. The provision that limited the incentive to the Freedom Designated Growth Area was taken out. The minimum lot size language was left in and language referring to including open space or recreational amenities was added.

Chair Helminiak asked what the result of the analysis as to how many properties this would apply to outside of Freedom.

Ms. Eisenberg reviewed a map and table that showed the properties this would impact. These properties are within Designated Growth Areas but do not necessarily have water and sewer access.

Mr. Yeo asked how many acres would meet the criteria.

The numbers in the table represent the acreage that is eligible.

To clarify, Secretary Hager asked Ms. Eisenberg if there are any areas in the county that are PFA that are not in a DGA.

Ms. Eisenberg stated that all PFA's are inside DGA's. She also stated that the only PFA that does not have water and sewer is Finksburg.

Mr. Yeo asked what are the unintended consequences of the areas that may not have already been examined.

Mr. Yeo asked what if a developer wanted to cluster but didn't fall into these categories; for example if the property didn't have water and sewer.

Secretary Hager stated that the Developer would need to prepare a traditional plan and a clustered plan and all environmental constraints onsite would have to be calculated in the density calculations.

Secretary Hager pointed out that this concept follows the State's new emphasis on infill development.

Secretary Hager stated that staff is open to further tweaks but they feel that any negative components have been ameliorated and the positive ones have been accentuated.

Chair Helminiak asked if there was consensus on the minimum and average cluster lot sizes.

Mr. Hoff would prefer not to have an average size but agrees with the minimum size requirement.

The Commission discussed the implications of the average lot size language.

Mr. Hoff stated that taking out the average would allow for more flexibility in building.

Secretary Hager stated that the citizens are comfortable with, and have accepted using the word average and advised against taking it out. He suggested providing an opportunity to deviate from that if you're trying to achieve something specific.

Mr. Hoff stated that some properties were designated Medium Density with the cluster incentive in mind.

Mr. Soisson agrees with the compromise of keeping the average in but allowing provisions for things like open space or innovative development.

Secretary Hager said that staff will reconfigure number 2 under Conditions, keeping minimum lot size and stipulating that it may not be varied. Numbers 3-6 will now be numbered 4-7 and insert a new 3 stating that exceptions may be approved based on innovative development ideas.

## **PROPOSED ZONING TEXT AMENDMENT, AGRICULTURAL DISTRICT**

### **PUBLIC COMMENTS**

There were no public comments.

### **ADJOURNMENT**

There being no further business, the Commission, on motion of Mr. Soisson, seconded by Mr. Yeo and carried, adjourned at approximately 8: 30 p.m.

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Secretary

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Approved