

## **MEETING SUMMARY**

### **Carroll County Planning and Zoning Commission**

**May 30, 2018**

Location: Carroll County Office Building

Members Present: Richard J. Soisson, Chair  
Eugene A. Canale  
Daniel E. Hoff  
Janice Kirkner, Alternate

Members Absent: Cynthia L. Cheatwood, Vice Chair  
Jeffrey A. Wothers  
Alec Yeo  
Stephen A. Wantz, Ex-officio

Present with the Commission were the following persons: Lynda Eisenberg, Mary Lane, Arco Sen and Laura Bavetta, Department of Planning; Jay Voight, Zoning Administrator, and Gail Kessler, County Attorney's Office.

#### **CALL TO ORDER/WELCOME**

Chair Soisson called the meeting to order at approximately 6:05p.m.

#### **ESTABLISHMENT OF QUORUM**

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

#### **PLEDGE OF ALLEGIANCE**

#### **OPENING REMARKS**

Secretary Eisenberg greeted the Commission and noted the light Agenda.

#### **REVIEW AND APPROVAL OF AGENDA**

The Agenda was approved on motion by Mr. Canale, seconded by Mr. Hoff, and carried.

#### **REVIEW AND APPROVAL OF MINUTES**

The Minutes from the May 2, 2018 and May 15, 2018 meetings were approved on motion of Mr. Hoff, seconded by Ms. Kirkner, and carried.

#### **ADMINISTRATIVE REPORT**

##### **A. Administrative Matters**

Secretary Eisenberg stated she will strike the Opening Remarks section from future Agendas unless there is a specific announcement that needs to be made. Secretary Eisenberg reviewed the letter the Commission is sending to Bill Caine regarding the Board of Education's Educational Facilities Master Plan.

On motion of Mr. Hoff, seconded by Mr. Canale and carried, the Commission voted to approve the letter to the Board of Education regarding the Facilities Master Plan.

Secretary Eisenberg reviewed the dates for the Joint Meeting and the Public Hearing.

**B. Other**

There were no other reports.

**PUBLIC COMMENT**

There were no public comments.

**ANNUAL PLANNING REPORT – INTRODUCTION**

Arco Sen introduced the Annual Report to the Commission. This item will be added to the June 19<sup>th</sup> Agenda for questions and certification.

**COMPREHENSIVE REZONING – COMMERCIAL/INDUSTRIAL/EMPLOYMENT CAMPUS – DISCUSSION**

Mary Lane discussed research regarding the Employment Campus and Ms. Lane stated staff is recommending that there should not be a residential component in the Employment Campus.

Mr. Hoff stated he feels a residential component should be included in the code even if there are no properties at this time that would work for the Employment Campus.

After much discussion, the Commission agreed they would like to keep residential as a component of the Employment Campus.

The Commission agreed that no more than 15% of the development should consist of the residential portion. Ms. Lane stated the purposes would have to be expanded to include residential. The Commission discussed how to phase in Commercial.

Chair Soisson announced a brief break when Dan Hoff stepped out at 7:02 p.m.

The meeting reconvened at 7:04 p.m.

Secretary Eisenberg stated that staff will write up the proposed changes for the June 19<sup>th</sup> meeting and there will be a continued discussion.

**PUBLIC COMMENT**

There were no public comments.

**ADJOURNMENT**

There being no further business, the Commission, on motion of Mr. Hoff seconded by Ms. Kirkner and carried, adjourned at approximately 7:15 p.m.

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Secretary

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Approved