

**Taneytown Planning Commission
Minutes
April 24, 2017**

The Taneytown Planning Commission met on, April 24, 2017 at 7:30 PM in the City Council Chambers. Chairman Parker and commission members, Glass, Fuller, Naylor, and Wantz were present. City manager Heine, City attorney Gullo, County liaison Moser, and planning director Wieprecht were also in attendance.

The minutes of the March 27, 2017 Planning Commission meeting were reviewed, with a correction made to Commission member Fuller's name. Commission member Wantz moved to approve the minutes as revised. The motion passed unanimously.

Andrea Gerhard of the Carroll County Comprehensive Planning Department presented the Taneytown portion of the triennial update of the Carroll County Water and Sewer Master plan. Discussion followed primarily on the future and long range service areas. With State requirements to address capacity building projects and funding for any future growth areas, the City has not labeled any areas within the City's corporate boundaries or growth area as future. Commission members expressed concern that such labeling does have risk should plans to develop a property in the long range area be submitted unexpectedly, as we recently the case with Evapco's 2910 FSK Highway property. Staff advised that the plan is amended twice annually, so should the City become aware of plans to develop a property in the long range service area, there is opportunity to make changes as a project enters the development process. Commission member Fuller moved to approve the Taneytown portion of the Water and Sewer Master Plan. The motion passed unanimously.

Tom Hogg of the Taneytown Volunteer Fire Company presented details of a proposed Electronic Message Display Board (EMDB) to be located at the Fire Company's building at 39 East Baltimore Street. Discussion was held on possible limitations on light intensity, appearance of moving text or animations within the display board portion of the sign. The Fire Company had not yet decided if the fixed header identifying the Volunteer Fire Company would be illuminated. Commission members expressed the preference that it be illuminated, and reached consensus that the general language of the sign ordinance regarding illumination would be adequate to govern the EMDB portion of the sign. Kat Grove spoke in favor of permitting the sign, considering improved ability for the Fire Company to deliver messages to the public a benefit to the community. The sign was approved unanimously following motion by Commission member Glass.

Planning director Wieprecht introduced Bobbi Moser of the Carroll County Comprehensive Planning Department. Ms. Moser will be acting as Taneytown's interim liaison to the County Planning Department.

Planning director Wieprecht reviewed a request made at the March 2017 Commission meeting for the City to consider disposition of a 'paper driveway' shown on a 1936 plat of the Commerce Street and Maryland Avenue portion of the City. Commission member Wantz recused himself from the discussion. The driveway in question is bordered on one side by property owned by the corporation who also operate the Hitchman on York Street. Two residential properties border the opposite side of the driveway area. The driveway area also terminates at the Hitchman's existing site. Owners of The Hitchman have expressed interest in acquiring the driveway area to incorporate into a site development plan for their adjacent property. This property was recently purchased with intent to expand their existing business. Discussion was held on the merits of maintaining any rights the City may have to the alley, as the aforementioned plat indicated that the driveway was to be conveyed to the City. Planning director Wieprecht reminded the Commission that their role was to determine the City's need to use the driveway for some public purpose, and not the actual deeding of the property to another party or parties, as that would be addressed by the Mayor and Council. Commission members each expressed opinion on the matter. Following the discussion, Commission member Naylor moved to recommend the City maintain rights to the driveway for future use by the City, and the motion passed unanimously, with Commission member Wantz abstaining.

Planning director Wieprecht reviewed his monthly report, and discussed possible revisions to Obrien Avenue in a future phase of Meadowbrook. Plans currently call for Obrien to cross Bowie Mill and dead end at the Meade's Crossing property. Since plans for Meade's Crossing have been approved, with that adjacent portion of the Meade's Crossing designated a forest conservation area, Mr. Wieprecht suggested that Obrien end as A "T" intersection at Bowie Mill. The developer of Meadowbrook concurred and provided a sketch plan that eliminates the dead end of Obrien and adds one more building lot and a walking path from Bowie Mill to the forest conservation area which is intended to incorporate an unpaved walking trail that connects to the paved walking trails within the Meade's Crossing development. The Commission supported the proposed revision to Obrien Avenue, and director Wieprecht is to advise the developer to pursue making the change with their engineer.

Planning director Wieprecht shared a proposed sign for Evapco's headquarters on FSK Highway. The proposed sign would replace and be smaller than the existing freestanding sign on the site, but would be slightly larger than the permitted 40 square feet per side. Since changes to the site have been proposed with the site plan for Evapco's property directly across the street, Mr. Wieprecht suggested that the Commission could consider the headquarters site under development and authorize the size of the replacement sign as part of the site plan process. Following discussion and suggestions by City Attorney Gullo, it was determined that the best way to authorize the proposed sign would be to incorporate the sign along with the currently planned sidewalk leading to Evapco's new site at 2910 FSK highway as red-line revisions to the headquarters site plan.

A simplified site plan for a proposed bed and breakfast inn at 10 York Street was received after the commission members' packets for the April meeting were distributed. 10 York is within the Downtown Revitalization district, and is therefore subject to an expedited determination regarding the need for a site development plan. As such, rather than scheduling a special mid-month meeting to introduce the plan, planning director Wieprecht invited the contract purchaser of 10 York; Chris Tillman, to distribute the sketch plan to commission members for action at their May meeting. No action was taken regarding the bed and breakfast plan.

City attorney Gullo advised Commission members that beekeeping in a specific neighborhood has raised safety concerns of neighbors and that some means to address these concerns at the municipal level is under discussion. Attorney Gullo suggested that regulating beekeeping through zoning is not likely the best means to address concerns, but he wanted to be sure Commission members were aware of the ongoing discussion.

County planning liaison Bobbi Moser reviewed maps of the City's portion of the County Bicycle and Pedestrian Plan. The map depicts routes shown in the City's 2010 Comprehensive Plan and items identified in meetings of County and City planning, and parks and recreation staff. Commission members were asked to review the map and provide comments or suggestions to staff in advance of the May meeting. Liaison Moser also distributed a draft copy of the 2016 Planning Annual Report requesting commission members to review prior to next month's meeting when they will be asked to vote to approve the Taneytown portion of the plan.

Discussion was held on potential amendments to the Downtown Business District, regarding outdoor displays in the Downtown Business District. Downtown business owner Justin Staudinger expressed his desire to develop a mutually agreeable method to permit outdoor displays. Commission members were in agreement that outdoor displays at Mr. Staudinger's business represented what the commission would like to see in terms of limited outdoor displays, though not all businesses were showing similar efforts. Attorney Gullo suggested that staff develop suggestions for possible language to amend the code, to which the commission agreed.

Due to the Memorial Day Holiday, the Commission decided to schedule their next meeting for 5/22/17. With no further business, the meeting adjourned at 9:55 PM on motion by Commission member Glass.

Submitted by:

Jim Wieprecht
Director of Planning and Zoning