

Taneytown Planning Commission
Approved minutes from April 24, 2023

The Taneytown Planning Commission met on April 24, 2023 at 7:30 PM in the City Council chambers. Present were Planning Commission Chairman Parker, Mayor Pro Tem Fuller, Commission members Myers, Brown, Miller, Isenberg, City Manager Wieprecht, Director Hale and Carroll County Planning liaison Tiffany Fossett. City Attorney Gullo attended the meeting remotely. This meeting was open to the public in person.

-Minutes from the March 27, 2023, meeting were approved unanimously following a motion by Commission member Brown with a second by Commission member Miller.

DELEGATION AND ACTION ITEMS

-Memorial Park Expansion. City of Taneytown. Concept plan presentation. Presenting was Director of Parks and Recreation, Lorena Vaccare. The park expansion will cover 21.43 acres. This will include 4 multi-use fields, a combination snack shack, storage area and a high ceiling in one section to facilitate cheer leading practice. There will be two parking lots with a total of 286 parking spaces. All fields will have bleachers. The expansion includes a tot lot and a lighted walking trail. The city will be applying to SHA for access on/off Frederick Street to the park. While the multipurpose building will have a restroom, park visitors will have access to portable restrooms. All fields will be lit with LED lighting. Mayor Pro Tem Fuller made a motion to approve the concept site plan for this project and was seconded by Commission member Miller. The motion to approve passed unanimously.

-Bollinger Park Update. City of Taneytown. Presented by the Director of Parks and Recreation, Lorena Vaccare. Mrs. Vaccare updated the Planning Commission on the movement of the park entrance for the 445 feet site distance in both directions needed to safely access the park. City staff has agreed to meet at Bollinger Park to discuss the placement of trees and fencing to further enhance privacy for the park entrance neighbors, Mr. and Mrs. Perry and Mr. and Mrs. Ruby.

Director Hale gave his report to the Planning Commission.

Active Site Plans.

-Belisimos Taneytown. Belisimos would prefer using cement rather than asphalt for the parking lot. The owners are working with State Highway Administration in addressing comments on the parking lot exit and widening the apron at East Baltimore Street.

-Storage Today. Great progress is being made for this project at Carroll County review agencies.

Delegation and Action Items, continued.

-Bintou Jaiteh 12 Alyssum Street. Board of Appeals case number 2023-221. She is requesting a special exception for a home daycare. The Planning Commission gave a unanimous favorable recommendation to the Zoning Board of Appeals with a motion by Commission member Brown and seconded by Commission member Isenberg.

-Associated Catholic Charities Inc. Head Start EHS of Carroll County. 38 West Baltimore Street. Trinity Evangelical Lutheran Church. Board of Appeals case number 2023-225. Presented by Amy Hammond. Requesting a special exception for a daycare in the R-7500 district. This center will serve 8 children five days a week. The Planning Commission gave a unanimous favorable recommendation to the Zoning Board of Appeals with a motion by Commission member Brown and seconded by Commission member Miller.

-Taneytown Auto Parts. 11 Franklin Street. Presented by Pat Small. General Business District. Concept site plan presentation. Mr. Small would like to demolish 3 existing buildings, replace the roof of the building at the corner of Roberts Mill Road and Antrim Street and construct a new building using the slab of the buildings that were demolished. The new building will be 3,472 ft².

-FY 24-29 Capital Improvement Program review and presentation for approval. Looking for approval to present to the Mayor and City Council. A new goal is to update the CIP annually. A motion to approve the FY 24-29 Capital Improvement Program was made by Chairman Parker and a second by Commission member Isenberg. The motion passed with a unanimous vote.

-City Attorney Gullo's report. Mr. Gullo had no report for the Planning Commission this month.

-Carroll County Planning Liaison, Tiffany Fossett's update.

2022 Fall Amendment to the 2019 Carroll County Water and Sewer Master Plan

Has been approved.

Amendment Procedures and Application Link (in the process of updating):

[Water & Sewer Master Plan Amendments Process & Application](#)

Triennial Update to the 2019 Carroll County Water and Sewer Master Plan

Please contact Price Wagoner, wwagoner@carrollcountymd.gov with questions pertaining to updates to the water/sewer chapters and maps. Staff is presenting the chapters to the PZC and requesting consistency with Comprehensive Plans. Staff will present to the BCC in June.

Transportation Master Plan

The Planning Commission has been reviewing draft chapters at their regularly scheduled meetings and will continue to do so over the next several months.

Annual Report

Planning is compiling information for the 2022 Annual Report due to the Maryland Department of Planning (MDP) by July 1st. A draft copy will be available for municipal review in May before being presented to the County PZC in June for final approval.

Please contact MDP or Tiffany Fossett, tfossett@carrollcountymd.gov, with questions about the Annual Report.

2022 Carroll County Hazard Mitigation Plan (HMP)

On April 13, 2023, the Board of Commissioners of Carroll County formally adopted the *2022 Carroll County Hazard Mitigation Plan (the Plan)* and is now in "FEMA-approved" status. For each municipality to be eligible to apply for and/or receive federal hazard mitigation project grants through the Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities program (BRIC), and the Flood Mitigation Assistance (FMA) program, the governing body of each town or city must also formally **adopt** the Plan and submit a copy of the documentation of that adoption not later than 3/16/2024.

The County will then add the adoption document into the final version.

Economic Development and Land Use Study

The next public workshop is planned for April 27 at 5:00 PM at Exploration Commons, 50 East Main St., Westminster. Information on the Study can be found on the Department of Planning's webpage. Please note that public participation is strongly encouraged!

The *Economic Development and Land Use Study* officially kicks off the first leg of the county's 2025 General Development Plan (or Master Plan). This Study is necessary for the county to receive an up-to-date evaluation of the county's current economic standing in the region as well as an understanding of how the county is positioned to grow and prosper while competing with other jurisdictions in the regional market.

End of Tiffany Fossett's report.

-The next Planning Commission meeting will be June 26, at 7:30 PM.

With no further business, the meeting was adjourned at 9:04 PM following a unanimous approval of a motion by Mayor Pro Tem Fuller and a second by Chairman Parker.

Submitted by:
Darryl G. Hale
Director of Planning and Zoning