

Taneytown Planning Commission
Approved minutes from October 30, 2023

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

-Minutes from the September 25, 2023, meeting were approved unanimously following a motion by Commission member Brown with a second by Commission member Isenberg.

DELEGATION AND ACTION ITEMS

-Evapco 3rd amended site plan. Preliminary site plan presentation only. Presented by Jim Mathias with DDC, Inc., Bill Jones and Chad Reindollar with Evapco. Mr. Mathias shared with the Planning Commission a façade rendering of the new addition. He also explained that there were no major changes to the plan since the concept presentation was approved. Chairman Parker asked how the parking will be handled during construction. Mr. Jones explained that additional parking will be made available on currently paved surfaces to the rear of the building. Evapco will return in the future looking for a preliminary site plan approval.

Director Hale gave his report to the Planning Commission.

-On October 12, 2023, Mayor Miller, City Manager Wieprecht, Planning Commission Chairman Parker and Director Hale met with the Sewell Farm delegation to discuss a sketch plan of the site.

-On October 19, 2023, City Manager Wieprecht and Director of Economic Development Jay Meashey met with principals at Flowserve to discuss scenarios for a path over their property for the bypass. There will be more discussion on this matter later.

-F.P. Duffy will provide a redline drawing showing a location change for one ADA parking space.

-On October 30, 2023, City Manager Wieprecht and Director Hale had an online meeting with Ward Properties to discuss a different approach for the lots at the Garnet Ridge property by Ward Properties. They would like to develop this site as a subdivision rather than a condo site plan structure. Because subdivision regulations are different than site plan regulations, Garnet Ridge will need to return to the Planning Commission once they figure out the lot lines and setback changes and present a new concept plan. Garnet Ridge is an age restricted community with privately owned streets. If the dead-end street in Garnet Ridge were to connect with the Sewell Farms development the connection would be for emergency service only and would be gated otherwise.

Update on active site plans.

-No updates.

Update on active subdivision.

-No updates.

Construction phase projects.

-No updates.

City Attorney Jay Gullo's report.

-Mr. Gullo had some comments on the chicken ordinance and will make comments when discussed later in this meeting.

Carroll County Planning Liaison, Tiffany Fossett's update.

- 2023 Triennial Update to the Water and Sewer Master Plan

The Bureau of Comprehensive Planning received final approval from MDE of the 2023 Triennial Update to the Water and Sewer Master Plan on September 22.

A copy of the MDE approved 2023 Water and Sewer Master Plan, as well as the Water/Sewer Service area maps associated with your Municipality was e-mailed to municipal staff.

The MDE approved Plan and all the associated service area maps can also be found on the County website, following the Comprehensive Planning webpage links.

Hard copies of the Plan will be sent to each Municipality at a later date.

The 2023 Water and Sewer Master Plan replaces any and all previous Plans and/or Amendments.

-NOTE - The Planning Department is not processing a 2023 Fall Amendment - NOTE

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

Water & Sewer Master Plan Amendments Process & Application

-Transportation Master Plan

Staff presented the completed draft to the Planning Commission for review in October. Copies of the draft document will be sent to the Towns for additional review. Staff will be going to the Planning Commission on November 14 for approval.

-Housing Study

11/2 - Recommendation for award for Carroll County Housing Study RFP before BCC. The first phase of Carroll County's next Master Plan was the Economic Development and Land Use Study. Next steps in preparing for the Plan include a housing study to provide professional consulting services in analyzing housing opportunities, current infrastructure, land use, and zoning patterns across the county, as well as recommend housing options that meet the future needs of the county for economic development.

The primary purpose of this study is to collect data, analyze trends, and assess current and future housing needs within the community. This information empowers the BCC, county planners, developers, and stakeholders to make informed decisions on housing development, affordability, and related policies. Additionally, it plays a pivotal role in securing grant funding for housing-related initiatives by providing the necessary data, needs assessment, and strategic planning for strong grant applications.

Please contact Tiffany Fossett at tfossett@carrollcountymd.gov for questions/comments regarding the Housing Study.

-Economic Development and Land Use Study

A draft study will be presented to the County Planning and Zoning Commission November 14. Staff plans to be before the Commission again on November 29 to collect their feedback. The Board of County Commissioners is scheduled to review the Study on December 21. More information, including a copy of the draft Study, can be found on the [Department of Planning's webpage](#). Please contact Andrew Gray, AICP at, agray@carrollcountymd.gov, with questions or comments about this Study.

End of Tiffany Fossett's report.

Old Business.

-None

New Business.

-Backyard chicken ordinance. Informational only. Chairman Parker asked for a list of concerns and comments be presented to Councilman Tillman and shared at the Mayor and City Council meeting next month.

Backyard chicken comments and concerns from the Taneytown Planning Commission.

- +there were concerns about lot sizes and the setbacks for the coups and runs
- +may need to strengthen the wording that chickens may not be able to free range
- +why wouldn't we have the applicant contact neighbors about getting chickens
- +if this ordinance passes, what do we do about flocks already in Taneytown
- +existing flocks should have to go through the permit process
- +should there be a maximum size of a coop and run
- +what about the fence height restrictions
- +should the wording for coops and runs be 20' from any dwelling and not 20' from any dwelling on the property
- +in some jurisdictions this has been a very controversial issue between neighbors

-Discussion on the Maryland Planning Commission Association training.

Everyone seemed to enjoy the conference and was able to learn something new. The Taneytown Community Comprehensive Plan was discussed and the need to begin the process of updating the plan. It was discussed that we should make time for the comprehensive plan by starting our monthly meetings earlier or have additional monthly meetings. The Mayor and City Council will have a discussion at the November workshop on outsourcing for the Comprehensive Plan update.

The next Planning Commission meeting will be November 27, 2023 at 7:30 PM.

With no further business, the meeting was adjourned at 8:26 PM following a unanimous approval of a motion by Councilman Tillman with a second by Commission member Isenberg.

Submitted by:

Darryl G. Hale

Director of Planning and Zoning