

**Taneytown Planning Commission**  
**Approved minutes from June 24, 2024**

The Taneytown Planning Commission met on June 24, 2024 at 7:30 PM in the City Council chambers. Present were Planning Commission Chairman Parker, Commission members Myers, Brown, and Garner. Also present were Planning Director Hale and Carroll County Planning liaison Tiffany Fossett. City Manager Wieprecht, Councilman Tillman and Commission member Isenberg attended the meeting remotely. City Attorney Gullo did not attend this meeting. This meeting was open to the public in person.

-Minutes from the May 20, 2024, meeting were approved unanimously following a motion by Commission member Brown seconded by Commission member Myers.

**DELEGATION AND ACTION ITEMS**

**-Evapco Allendale Lane Parking Lot. Rick Williams, DDC Inc.** Seeking preliminary and final site plan approval. Mr. Williams stated that DDC, Inc. has addressed and resubmitted all comments on this project. Chairman Parker asked for a motion on for preliminary site plan approval. Commission member Myers made a motion to approve the preliminary site plan contingent on the remaining approval letters. The motion was seconded by Commission member Brown which passed unanimously. Chairman Parker stated that the request for final site plan approval would have to happen at a future meeting.

**-Taneytown Police Department. 120 East Baltimore Street.** Seeking site plan waiver to add a 12' x 16' storage shed to the parking lot. This request will be resubmitted to the Planning Commission in August. No action taken.

**-City of Taneytown Capital Improvement Program. Fiscal Years 2025-2030.** Review and recommendations for the Mayor and City Council. Chairman Parker opened the discussion by stating the Capital Improvement Plan should align with the Comprehensive Plan and if there were any comments we would like to share with the Mayor and City Council. City Manager Wieprecht stated that the Capital Improvement Program would be discussed each year to encourage continuous evaluation of capital improvement projects. Commission member Myers feels the Capital Improvement Plan for Fiscal Years 2025-2030 is consistent with the Comprehensive Plan in addressing water, sewer, stormwater management, safety, transportation and recreational activities in Taneytown. Commission member Myers recommends a favorable approval to the Mayor and City Council which was seconded by Commission member Isenberg and was approved unanimously.

**-Ordinances and Agreements for Review**  
None.

**-Director Hale gave his report to the Planning Commission.**

-The Planning Commission has agreed to have meetings for the Taneytown Community Comprehensive Plan workshop on the Tuesday before the last Monday of each month at 6:30 p.m. If a member cannot attend the meeting in person, they can attend the meeting virtually.

-Director Hale will contact Carroll County Fire Prevention and Life Safety Plan to get an understanding of items they look at for approval.

-City Manager Wieprecht and Director Hale met with a delegation to discuss development of the Hoffman property.

**Update of Active Site Plans**

-Memorial Park Expansion. Still waiting for SHA and forestation approvals.

-Storage Today. Have one major hurdle to work through with a sewer line and the proximity of a proposed retaining wall. They will also need an extension for the site plan process.

-The Bollinger Park project has been completed and closed out.

**-Legal report. City Attorney, Jay Gullo.**  
None.

**-Carroll County Planning Liaison, Tiffany Fossett's update.** Items for Town PCs –Updated for June 2024 Meeting.

Water & Sewer

Updated by Andrew Gray on 6-24-2024

- **Fall Amendments due August 1.** Please let Andrew know if your Town is requesting a Fall amendment ASAP, he will schedule an in-person meeting to discuss.
- **Updating Amendment Procedures and Application.**
- Note: the BCC Adopted Plan was sent to MDE on May 21, 2024.

**Housing Study**

Updated by Tiffany Fossett on 5/20/2024

- The website is <https://www.carrollcountymd.gov/housingstudy>.
- Virtual housing needs assessment meeting was held 6/17.
- Wrapping up community engagement events, focus group meetings, and stakeholder interviews. Survey will be open at least through June.

- Please contact Tiffany Fossett at [tfossett@carrollcountymd.gov](mailto:tfossett@carrollcountymd.gov) for more information.

Your input can help inform strategic, actionable housing goals and priorities. Take the survey today and be entered to win a \$100 Visa gift card! Scan the QR codes to get started.



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#### 2023 Annual Report

Updated by Randolph Mitchell on 6/14/24

- Planning gave a presentation to the PZC and received the county's certification letter. We are set to give another presentation to the Board of County Commissioners to update them on the development that occurred over the past year. The next step is to send the final report to Department of Planning (MDP) by July 1<sup>st</sup>

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#### Text Amendments

Updated by Hannah Weber on 6/11/24

- Food processing/DAF residual storage – the county is currently in a moratorium regarding the storage of these residuals. The BCC gave staff direction to look at our zoning code in restricting the storage of these residuals.
  - Discussed with County PZC 5/21
  - BCC Request for PH on 5/30
  - PH scheduled for 6/27

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#### Master Plan update

- Staff going before the Board of County Commissioners 6/27, for introduction and guidance.

#### End of Tiffany Fossett's report.

#### Old Business.

None.

#### New Business.

None.

The first Taneytown Community Comprehensive Plan workshop with the Planning Commission and ARRO Consulting will be held July 23, 2024, at 6:30 p.m.

The next Planning Commission meeting will be held on July 29, 2024, at 7:30 p.m.

With no further business, the meeting was adjourned at 8:42 PM following a unanimous approval of a motion by Commission member Brown and seconded by Commission member Isenberg.

Submitted by:

Darryl G. Hale

Director of Planning and Zoning