

Taneytown Planning Commission
Approved minutes from March 25, 2024

The Taneytown Planning Commission met on March 25, 2024 at 7:30 PM in the City Council chambers. Present were Planning Commission Chairman Parker, Commission members Myers, Brown, Garner, Isenberg and Councilman Tillman. Also present were City Manager Wieprecht, Planning Director Hale, and Carroll County Planning liaison Tiffany Fossett. City Attorney Jay Gullo attended the meeting remotely. This meeting was open to the public in person.

-Minutes from the February 26, 2024, meeting were approved unanimously following a motion by Commission member Myers with a second by Commission member Isenberg. (Note: The approved February 26, 2024, minutes were amended to correct Mr. Bollinger's first name to Arvin and reflect that Taneytown Auto Parts proposed new building would have four garage doors that would face the interior of the lot).

DELEGATION AND ACTION ITEMS

-Taneytown Auto Parts. Pat Small. 11 Franklin Street. Requesting a site plan waiver. Mr. Small plans to demolish three existing buildings and construct a new building which will be 4,962 square feet. The existing buildings were constructed on cements slabs which will be used for the new building. The purpose of this building is storage for Taneytown Auto Parts. All disturbance for this project will remain under five thousand square feet. The setbacks shown on the drawing are 10' on both Antrim Street and Roberts Mill Road matching that of the Senior Center. After discussion Commission member Brown made a motion to waive the site plan requirement and was seconded by Commission member Isenberg which passed unanimously.

-Taney View. Minor subdivision. Presented by Jeff Zigler, CLSI Engineers and Surveyors. Requesting final subdivision approval. Taney View is two buildable lots on Taney Drive and located in the R-7,500 zoning district. Both lots meet all existing R-7,500 regulations for setbacks and minimum dwelling square footage. The lots will also satisfy the required three off-street parking requirements. All county reviews have been completed and approved. Beverly Spicknall of 312 Taney Heights Drive and Valerie Sharp of 314 Taney Heights Drive discussed concerns they had about the two buildable lots. After discussion Commission member Myers made a motion to approve the Taney View minor subdivision and was seconded by Councilman Tillman. This motion passed four to one with Commission member Brown voting against approval.

-Taneytown Elementary School Pre K and Kindergarten Addition. Bill Caine, Carroll County Public Schools and Austin Hancock, Civil Engineer, Site Resources Inc. Concept site plan presentation. The new addition will create four classrooms for pre-kindergarten and kindergarten students. No action was taken during this meeting and this group plans to attend the next Planning Commission meeting seeking Concept Site Plan approval.

-Ordinances and Agreements for Review
None.

-Director Hale gave his report to the Planning Commission.

-Briefly discussed a letter from our City Engineer, CDM Smith's comment letter concerning stormwater management and erosion control measures for a project like the one at 11 Franklin Street when site disturbance is 5,000 square feet or more.

-A meeting was held with a potential vendor concerning the Taneytown Community Comprehensive Plan update.

-City Manager Wieprecht and Director Hale met with Daphne Daly, Deputy Director of Carroll County Planning and Land Use Management and Carroll County Planning liaison, Tiffany Fossett to discuss land uses and other topics.

-Director Hale met with Carroll County Development Review and Evapco representatives concerning the commercial storage lot project on Crouse Mill Road.

-City Staff met with a representative of the Morton Builders concerning the new building at the Memorial Park Expansion site.

-Legal report. City Attorney, Jay Gullo.

Mr. Gullo asked the Planning Commission to forward questions/concerns to Director Hale so that we can discuss as a group appropriate procedure to satisfy the Open Meetings Act at the April meeting.

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

Water & Sewer

Update by Price Wagoner on 3-25-2024

Finalizing the Spring Amendment cycle. There are six amendments in process, with County PC certifying and forwarding to the BCC at their 4/16 meeting. After a briefing and Public Hearing, the BCC will likely adopt the amendment in May and forward to MDE for final approval.

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

Water & Sewer Master Plan Amendments Process & Application

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.

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

Housing Study

Updated by Tiffany Fossett on 3/24/2024

Comp Planning is in the final stages of setup for the website, survey, and community needs assessment meetings around the county. Look for these in the next couple weeks as Comp Planning works with the municipalities and the consultant to finalize meeting dates and locations in or near the municipalities for April and May, hopefully coinciding with, or as part of, other events in the area.

Our housing study consultants Mosaic Community Planning will facilitate the meeting and provide all needed materials and supplies. We hope that you or other designees will be able to join us to engage in the discussion of housing needs and hear the input your residents have to share.

The study is currently planned to be completed in the fall.

Please contact Tiffany Fossett at tfossett@carrollcountymd.gov for more information.

2023 Annual Report

Updated by Randolph Mitchell on 3/12/24

Planning is compiling information for the 2023 Annual Report, which is due to the Maryland Department of Planning (MDP) by July 1st, so we are requesting towns submit Planning Commission approved worksheets and supporting data with certification letters by March 15. MDP requests each municipality provide an Annual Report. Providing data to the countywide submittal will cover the state requirement.

End of Tiffany Fossett's report.

Old Business.

-Roger and Teresa Brown. 5103 Allendale Lane. The Brown's spoke to the Planning Commission their concerns on the Evapco proposed parking lot and the possible widening of Allendale Lane at some point for the bypass road. City Manager Wieprecht discussed the bypass and explained that no engineering has been completed for the proposed roadway.

New Business.

-Taneytown Community Comprehensive Plan meetings. Chairman Parker and the Planning Commission discussed upcoming changes to meetings for the Comprehensive Plan. Some of the ideas were additional meetings, starting our meetings earlier to discuss the Comprehensive Plan during the first segment and then having our Monthly Planning Commission meeting after. Once we select a vendor for the Comprehensive Plan it will be discussed when and how we format the meetings.

-Chairman Parker discussed the landscaping changes at the Taneytown Senior and Community Center. City Staff will look at the approved landscaping plan for the site and report back to the Commission.

-Beverly Spicknall, 312 Taney Heights Drive. Ms. Spicknall discussed speeding concerns on Baumgardner Avenue. City Staff will relay these concerns to the Taneytown Police Department.

The next Planning Commission meeting will be held on April 29, 2024.

With no further business, the meeting was adjourned at 8:37 PM following a unanimous approval of a motion by Commission member Brown and a second by Commission member Isenberg.

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