

Taneytown Planning Commission
Approved minutes from January 29, 2024

The Taneytown Planning Commission met on January 29, 2024 at 7:30 PM in the City Council chambers. Present were Planning Commission Chairman Parker, Commission members Myers, Garner, Isenberg and Councilman Tillman. Also present were City Manager Wieprecht, Director Hale and Carroll County Planning liaison Tiffany Fossett. Planning Commission member Brown was not in attendance. This meeting was open to the public in person.

-Minutes from the November 29, 2023, meeting were approved unanimously following a motion by Commission member Myers with a second by Councilman Tillman.

DELEGATION AND ACTION ITEMS

-Evapco Allendale Lane Parking Lot. Paul Cavanaugh DDC, Inc. Mr. Cavanaugh presented a concept site plan for the parking lot project. Evapco recently acquired three residential properties off Allendale Lane with the intention to demolish the dwellings and construct a parking lot. Additional parking will be needed as Evapco is constructing office space for two hundred new employees. The new employees will be added over several years. There will be a marked pedestrian crosswalk across Allendale Lane. Evapco will encourage the employees to use the marked crosswalk for safety.

-Evapco Allendale Lane Parking Lot. Zoning Board of Appeals case 2024-227. Kelly Miller with Shaffer and Shaffer, LLP. Presenting to the Planning Commission for an upcoming Taneytown Zoning Board of Appeals hearing. The Evapco Allendale Lane Parking Lot is not on the same lot as the principal building. Councilman Tillman made a motion to give the Taneytown Zoning Board of Appeals a favorable recommendation for this case which was seconded by Commission member Garner. The favorable recommendation to the Taneytown Zoning Board of Appeals was unanimous.

-Carroll County Annual Report for 2023. Seeking approval by the Taneytown Planning Commission to present to Carroll County Planning. The Carroll County Annual Report is presented to the municipal Planning Commissions for the Chairpersons to sign on behalf of that Town or City. The report is presented to Carroll County who compiles the reports from across the county for presentation to the Maryland Department of Planning. Providing this data fulfills the annual state requirement. There are two corrections to the report that will be made. Adding the skate park renovations to the "park changes" category and checking "no" concerning a development being modified due to APFO restrictions. The approval of the report was made by a motion from Commission member Myers which was seconded by Commission member Isenberg, and it was approved unanimously.

The Planning Commission discussed possible approaches to how and when the Planning Commission will meet to work on the Comprehensive plan.

City Manager Wieprecht and Director Hale met with Carroll County and State Highway Administration about the Highway Needs Inventory. It was very exciting to have a discussion with Carroll County and State Highway on the bypass.

Director Hale gave his report to the Planning Commission.

- There was a submittal meeting with Carroll County Review on the Taneytown Supply, hardware store and lumber yard.
- Director Hale met with CDM Smith and the engineer for Storage Today to discuss alternate paths for an existing sewer line on the property.
- Mayor Miller, Councilman Tillman, Chairman Parker, City Manager Wieprecht and Director Hale met and discussed the qualifications for potential bidders on the Taneytown Community Comprehensive Plan.
- A pre submittal meeting with Carroll County and Evapco's engineers concerning the Evapco Allendale Lane Parking Lot was held.

Update on active site plan, active subdivisions, and construction phase projects.

Chairman Parker asked for updates to the following projects.

- Tannery Barn. Awaiting an approval letter from City Engineer, CDM Smith on the stormwater aspect of the additional plantings.
- Sheetz. Awaiting the acceptance of a signed public works agreement to close this project out.
- FP Duffy. Have begun the closeout process on this project.
- The Georges on York. City staff will meet with Councilman Tillman concerning a water allocation for this project.
- Meades Crossing. The streets have over wintered but there are still concerns with groundwater inflow and infiltration into our system. Meades Crossing is working with a vendor to investigate and correct all issues.
- Taney View. Close to being finalized. The property owner no longer wants to explore the process of a variance for the corner lot.

Legal report.

- None.

Carroll County Planning Liaison, Tiffany Fossett's update.

Water & Sewer

Update by Price Wagoner on 1-18-24

NOTE - The Bureau of Comprehensive Planning is accepting applications for the 2024 Spring Amendment Cycle - NOTE Amendment Procedures and Application Link (in the process of updating):

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

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

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.

Transportation Master Plan

Updated by Clare Stewart on 12/28/23

The Planning & Zoning Commission Approved the plan on November 14th. Staff will brief the Board of County Commissioners in late January.

Housing Study

Updated by Tiffany Fossett on 1/10/2024

1/22 initial meeting with Housing Study consultant to finalize project expectations, scope of work, timeline, and data needs; specifically discuss the County's goals for the Housing Study, along with preliminary planning related to public engagement for the project.

The County will be reaching out for municipal involvement. More details about that will be coming in the near future. Towns can reach out to Tiffany Fossett at tfossett@carrollcountymd.gov for more information or to express interest in being involved.

The primary purpose of this study is to collect data, analyze trends, and assess current and future housing needs within the community. It also plays a pivotal role in securing grant funding for housing-related initiatives.

Economic Development and Land Use Study

Updated by Andrew Gray on 1/16/24

The County is excited to announce the completion of the *Carroll County Economic Development and Land Use Study* (Study). The Board of County Commissioners reviewed the final Study on December 21. No revisions were proposed. This Study was necessary for the county to identify where economic development may be best suited by analyzing the county's current infrastructure, land uses, zoning patterns and economic opportunities. During this process the county received an up-to-date evaluation of its current economic standing in the region as well as an understanding of how it is positioned to grow and prosper while competing with other jurisdictions in the regional market. The information from this Study will soon provide baseline information that will be used to draft land use and economic development recommendations during the overall drafting of the upcoming Master Plan.

More information, including a copy of the final Study, may be found on the [Bureau](#) of Comprehensive Planning's webpage.

2023 Annual Report

Updated by Randolph Mitchell on 1/2/24

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.

-None

New Business.

-None

Planning Commission open discussion.

Chairman Parker wanted to take some time for an open discussion amongst the Planning Commission on issues or concerns.

-Some of the items discussed were what types of housing do the Planning Commission and citizens want to see in Taneytown? Pro's and cons of rear loaded townhomes and alleys and no on street parking in the front. Concerns about parking and road widths in future developments. Thoughts on existing buildings or housing being redeveloped? Lot sizes are typically smaller in

towns because the cost of the infrastructure is very expensive to build and maintain. What can be done in the downtown area to make it look enticing for a new business to open in Taneytown? How can a business owner be incentivized to alter the appearance of a storefront and to lease the property compliant with the city code? Downtown restaurants would be desirable, but Taneytown has very few commercial kitchens ready for use. Does the city want more age targeted development? Can a developer be required to provide water and recharge for their projects? At what point will Carroll County fire and EMS protection be taken over from municipalities? Setbacks were discussed for dwellings and vehicles parking over the sidewalk because of intentionally shortened driveway lengths (under 20'). Chairman Parker asked Councilman Tillman to pose these questions to the Mayor and City Council.

The next Planning Commission meeting will be February 26, 2024 at 7:30 PM.

With no further business, the meeting was adjourned at 9:11 PM following a unanimous approval of a motion by Commission member Isenberg and a second by Councilman Tillman

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