

**OFFICIAL MINUTES**  
**SYKESVILLE PLANNING COMMISSION**  
**January 6, 2014**

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Present: Steve Enslow                      Julia Betz                      Louie Shaw                      James Jacobe  
                    Ed Cinkole                      Phil Singleton                      Leo Fiander

Absent:

Staff: Dawn Ashbacher, Town Manager  
                    Sandy Cazares, Executive Assistant  
                    Barbara Kearney, County Liaison Planner

Others: Joseph Ucciferro, Bohler Engineering  
                    Andrew Stine, Bohler Engineering  
                    Brian Fenwick, SMO, Incorporated  
                    Steve Stookey, SMO, Incorporated

**CALL TO ORDER**

Steve Enslow, Chairman, called the meeting to order.

**MINUTES**

The minutes of the November 3, 2013 Planning Commission meeting were unanimously approved.

**BUSINESS**

**887 Sandosky Road- Review and discussion of Final Site Development Plan**

A motion was unanimously approved to accept final site development plan for SMO Store #350 [File No. T-13-004-S] subject to

- Final approval from Bob Bond, Town Engineer, and County agencies;
- A reduction in the height of the 38-foot sign to 30 feet;
- A potential reduction and relocation of the landscaping in exchange for a pedestrian access sidewalk along the south side of the entrance of the property from Sandosky Road. Landscaping proposal to be provided by Commissioner Cinkole.

Also discussed and the developer committed to:

- Removal of the weeds near the entrance of driveway and along the Sandosky hillside and an extension of the drainage pipe by approximately 20 feet.
- Adding some sort of screening/gate near the employee entrance of the deli.

### **Joint Mayor and Town Council and Planning Commission Debrief**

Commissioners shared feedback and suggestions for improvement regarding the December 18, 2013, joint meeting with the Mayor and Town Council. Overall, the Commission found that the meeting was useful. They found it to be helpful to have the Town Attorney, Dennis Hoover present to help define the roles within the process and clarify the responsibilities of the Council and the Planning Commission. It was also helpful to get both groups on the same page. As for the Program Open Space Discussion, they found it beneficial for the Council to hear that the Planning Commission takes its direction from the Town Master Plan.

### **Update on Program Open Space Land Conversion**

The Commissioners asked for an update regarding the Program Open Space Land Conversion. The Town has asked the Town Engineer to see if there is one acre of land within the Patapsco Overlook Parcel that would be of equal recreational value (not in flood plain, buildable parcel). Also, a Phase I Environmental Assessment will need to be completed on any parcels that are submitted to the State.

### **Update on Potential Development off of Schoolhouse Road**

The Commissioners asked for an update regarding the potential development off of Schoolhouse Road. This topic will be discussed at next Mayor and Town Council meeting scheduled for January 27, 2014. The Town could consider rezoning the property to R-20,000 or proceed with a text amendment if there is support from the Council at the next meeting.

### **Update on Parking Impact Fees**

The Commissioners asked for an update regarding the parking impact fees that were discussed at the Joint Mayor and Town Council and Planning Commission meeting. There were no updates.

### **Update on Warfield**

The Commissioners asked for an update regarding Warfield. The Town has been reviewing the Master Plan. Text changes will be needed. The current Master Plan states, "Under the initial plans for Warfield, mixed use residential zoning was considered in addition to local business retail zoning. There are concerns raised by the Planning Commission that these uses are incompatible for the viability of the project and conflict within the context of the existing Town." The Commission said this may not reflect the current sentiment of the Commission.

### **Linden Avenue**

A property owner of a lot off of Linden Avenue would like to reconfigure lots. This may require the creation of a flag lot. The Planning Commission noted that flag lots are discussed in the Small Town Planning Guidelines and in the past the Town has not endorsed flag lots or use in common driveways.

Creating an extension to Conaway Drive was suggested as well as possibly extending to Linden Avenue, but in the past, it was determined that Conaway was too narrow for emergency vehicles. It was suggested that the Town ask the property owner/developer how they would handle maintenance related items of a use in common driveway over time following first generation owners.

**Updates from the County**

Barbara Kearney, County Liaison Planner, gave an update on the progress of the County Master Plan.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:15 p.m.

Respectfully submitted,  
Sandy Cazares, Executive Assistant