

OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
July 5, 2023

Commissioners: Phil Singleton, Chair Ken Johnson
 Ted Ludvigsen Mike Scheiner
 Brandon Smith
 Steve Enslow, Alternate Commissioner
 Jeremiah Schofield, Council Liaison

Town Staff: Joe Cosentini, Town Manager
 Kevin Rubenstein, Town Planner

Absent: Jana Antrobus, Development Coordinator

Call to Order

Chair Singleton called the meeting to order at 7:00 PM.

Approval of the Minutes

A motion was made by Chair Smith and seconded by Commissioner Ludvigsen to approve the June 5, 2023 Planning Commission meeting minutes. All voted in favor.

Carroll County Updates

1. Triennial Update to the 2019 Carroll County Water and Sewer Master Plan
On June 29 the Board of County Commissioners voted to adopt the Triennial Update to the Water and Sewer Master Plan and forward it to Maryland Department of Environment for final approval.
2. Transportation Master Plan
Staff is putting together a final draft of the plan for Planning Commission to review in August.
3. Annual Report - Complete
The certified report was submitted to Maryland Department of Planning on behalf of the county and all eight municipalities on June 23, meeting the State requirement for jurisdictions to report development and development-related activities for 2022.
4. Chris Heyn, Director of Land & Resource Management has been named Acting Director of Planning following the resignation of Linda Eisenburg.

Business

1. Enclave at Parkside Subdivision

Preliminary Plan submitted by Elm Street Communities and presented by Sean Davis, Morris & Ritchie Associates, Inc.

The presentation detailed the Enclave at Parkside Plan. Giving the Planning Commissioners a comprehensive understanding of the project. The purpose of this presentation is to provide context and allow the Planning Commission and public to better understand what the applicant is proposing. It is important to note that no action was required of the Planning Commission during this meeting.

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Project Summary

- Total acreage is 23.68
- Proposed 47 Townhomes is on 7 acres
- Proposed 7.67 acres of total open space area and 1.45 acres shall be recreational space.
 - Commissioner Enslow requested that the developer consider including a playground with parking in addition to the proposed recreational space.
- Potential future non- residential development on Parcel A (Retail) and Parcel B (Employment)
- The topography will require a significant amount of grading to create the space for the residential site. This will help to integrate Enclave at Parkside with the existing Parkside at Warfield community and Village Greenway to connect the two.
- Trees will remain along Route 32. Per Town Code additional overplanting of varies trees are planned to screen the development from Route 32.
- Any runoff from construction into Parkside at Warfield will be controlled as required. Any problems will be addressed immediately.
- No impervious pavement is planned.
- A Home Owners Association, Property Owners Association and Master Association will be implemented and run by the Developer until each association can be turned over to the home and property owners.
- All potential townhome buyers will be notified of the potential development of non-residential spaces on adjacent parcels. (It was suggested by the Planning Commission a map be available to show the locations of potential development).

2. Traffic Study

- The conclusion of the study shows the existing roads are adequate for the proposed development. This includes the round-about and the intersection at Route 32 and Springfield Avenue. It's important to note any future development will come back to the Planning Commission with an updated Traffic Study for the proposed use.

3. Marketing Study

- The resident market is trending strong while the non-resident/commercial is questionable. The “build to suit” is the best option for developing a retail/commercial site.

4. Adequate Public Facilities

- The Planning Commission is being asked to make a recommendation to the Town Council regarding the adequacy of current public facilities serving the property.

The Commission reviewed the certifications received from several agencies. All were found to be adequate. Additional information was provided from Carroll County Public Schools.

- Town of Sykesville Police Department
- Town of Sykesville Public Works
- Carroll County Bureau of Utilities
- Sykesville Freedom District Fire Department

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- Carroll County Public Schools:
By using the Carroll County Adequate Public Facilities and Concurrency Management Ordinance as the standard for this review, only Sykesville Middle School (SMS) is considered inadequate for 2027 to 2028. However, on May 31, 2023 the Board of Education indicated that they will be including an addition to the SMS building in their 2023-2032 Educational Facilities Master Plan to address capacity issues. Note that the Facilities Management team also provided the stricter Carroll County Board of Education standard in their letter, but Carroll County uses the Concurrency Management ordinance when reviewing subdivision plans.

Motion

Chair Singleton motioned and Commissioner Ludvigsen seconded that the Planning Commission recommends that Council find, based upon the information provided, the public facilities serving this property to be adequate, while considering any conditions outlined in the Public Facility letters. Furthermore, the Planning Commission asks that our legal advisor draft a formal recommendation letter to be presented for ratification at the Commission meeting on August 7 so that it can be transmitted to the Clerk of the Town Council.

Adjournment

There being no other business, Commissioner Singleton motioned and Commissioner Johnson seconded to adjourn the meeting at 8:30 P.M. All voted on favor.

Respectfully submitted,
Jana Antrobus, Development Coordinator