

**OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
March 1, 2021**

Present: Steve Enslow Phil Singleton
 Mike Scheiner Julia Betz
 Ed Cinkole Ken Johnson

Mark Dyer, Council Liaison

Staff: Joe Cosentini, Town Manager
 Jana Antrobus, Staff Liaison
 Kerry Chaney, Town Clerk

Call to Order

Steve Enslow, Chairman called the meeting to order at 7:00 PM.

Approval of the Minutes

A motion was made by Commissioner Singleton and seconded by Commissioner Betz to approve the February 1, 2021 Planning Commission meeting minutes as revised. Commissioner Cinkole and Commissioner Johnson abstained all others voted in favor.

Business

A presentation of the Comprehensive Plan Draft was provided by Troy Truax and Vanessa Shamberg with Michael Baker International.

Tonight's presentation of the Comprehensive Plan begins the required 60-day comment period.

Formal Adoption Process:

- March and April 2021 Public Comment
- May 3, Planning Commission Public Hearing and provide recommendation to the Mayor and Town Council.
- May 10, Mayor and Town Council consideration for adoption.

The Comprehensive Plan is available on the Town's website for review and comments. All comments from the Planning Commission should be received by March 31 at which time they will be addressed at the April 5 meeting and revisions to the Plan can be made. Comments can be submitted by email to town@sykesville.net

The Plan has also been submitted to the State and expect comments back one week before the Planning Commission's Public Hearing on May 3rd. Public comments received during this 60-day period will also be discussed at that time.

Question following the presentation:

- What is hybrid form-based zoning?

OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
March 1, 2021

The hybrid approach means retaining traditional zoning district designations but incorporating building form and function design standards based on the Town's current urban development patterns and densities similar to what exists in the Downtown area. Hybrid form-based zoning would be especially valuable in guiding potential new growth along Sandosky Road and Springfield Avenue.

Form-based zoning would ensure any new construction meets the following:

- Close to the street, with signage and ground floor heights that align with the existing shopfronts.
- Zero front setback.
- Two to three-story height maximums determined by block.
- High ground floor transparency, shopfront design standards, and minimum ground floor height regulations.
- Parking delegated to the rear of buildings.
- Use restrictions to maintain neighborhoods and commercial areas.

When applied alongside Sykesville's Design Guidelines, properties seeking to expand will have a clear site layout and design framework that ensures new construction fits the image and character of Downtown. To achieve this zoning change would require a zoning rewrite.

County Updates

Comprehensive Rezoning

Applications were accepted for residential properties that have a consistent future land use with the adopted plans. Two property owners in the area applied for a zoning change, and these applications were given a favorable recommendation by the Planning Commission. Staff has completed work on updates to the residential district text, and a proposal will be presented to the County Planning Commission.

A Concept Site Plan was received for the Buttercup Road Property located in the northwest quadrant of the Buttercup Road and Raincliffe Road intersection. The proposed use is a 68,000 SQ FT warehouse in the "I-2" Heavy Industrial District. The Town has received a copy of the Plan to review and submit comments.

By-Request Applicant I1-05-2020-0016, Fogle Properties, was rezoned from Conservation to Light Industrial. Additional information will be sent to Town Staff to share with the Planning Commission.

Town Updates

Board of Zoning Appeals hearing is scheduled for March 10 at 7pm.

The property was once the Dunn Rite Furniture store that consisted of a single-story retail structure and a two-story warehouse facility. A new owner has proposed converting the two story structure into 15 one-bedroom apartments and maintaining the retail use in the single-story structure. Conversion of the warehouse is an allowable use in the Local Business district with no more than 50% of the total usable floor space on first floor shall be devoted to apartments. The

OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
March 1, 2021

applicant is requesting that the 50% requirement be waived in the warehouse structure with the entire single-story structure being maintained as retail use.

The Schoolhouse Road property annexation petition was introduced and accepted by the Mayor and Town Council on February 8. The petition is now working through the process and should be brought to the Planning Commission in the next month or two.

The Maryland Historic Trust has removed its protective easement from the Warfield property. The Sykesville Historic District Commission will have full range for approval and the budget will be adjusted to include funding for the use of a consultant to assist.

The Warfield Developers are working on a tax credit bill through State Legislature to increase the amount of tax credits that's available to them to help close their funding gap.

Adjournment

There being no other business, Chair Enslow motioned and Commissioner Singleton seconded to adjourn the meeting at 7:32 P.M. All voted in favor.

Respectfully submitted,
Jana Antrobus, Executive Assistant