

OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
April 5, 2021

Present: Steve Enslow Phil Singleton
 Julia Betz Ken Johnson
 Mark Dyer, Council Liaison

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

Absent: Ed Cinkole Mike Scheiner

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 Betz and seconded by Commissioner Johnson to approve the March 1, 2021 Planning Commission meeting minutes. All voted in favor.

County Updates

Amendment Request

A request was submitted to update the Freedom Sewer Service Area map (21), moving three properties from Future Service to Priority Service. The three properties are wholly or partially in the Future Service area, with the balance in the Existing Service area. One property, Sykesville Development LLC, has the potential of 5 lots based on zoning, with three of these lots considered in the Existing Service area and the remaining two lots in the Future Service area. The Johnson property has the potential of 10 new lots based on Buildable Land Inventory, all within the Existing Service area. County Staff recommends approval of the table and map amendments. County Staff is recommending that the Carroll County Planning Commission certify this request as consistent with the 2014 Carroll County Master Plan, Amended 2019 and the Freedom Community Comprehensive Plan.

Comprehensive Rezoning

The Board of County Commissioners has completed its review of the commercial, industrial and employment campus districts text and maps. County Staff has completed work on updates to the residential district text, and the Planning Commission is currently holding work sessions.

Concept Site Development Plan: S-20-0026, 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. Technical Review Committee was held on Monday, March 22. Next steps: preliminary and final approval from County Agencies, and introduction to the Planning Commission.

County comments for the Comprehensive Plan will sent by the end of next week.

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Business

Comprehensive Plan Comments and Amendments

The Planning Commission received and reviewed a copy of the draft and offered the following comments:

- Chair Enslow complimented the overall plan layout, readability and illustrations.
- Page 19 – Modify the language to say “the Town may consider a hybrid approach to updating its zoning ordinance” and define hybrid zoning. Acknowledge the zoning ordinance needs to be updated and that the approach may consider a form-based approach.
- Pages 21 and 22 – Add the 2010 growth areas into the draft plan. Will also need to add the properties specified in Table 8.8 in the 2010 Plan to the “Parcels for Annexation” and “Future Land Use” maps. It was noted that an amendment to the Comprehensive Plan will be required for any property not included in the Growth Areas of the Comprehensive Plan to be annexed. County Staff requests the opportunity to review any changes to the Growth Area and Land Use maps.
- Page 23 – Remove “residential” from the term “mixed-use development” under the Warfield discussion.
- Page 23 – Remove “demolition” from the end of the first paragraph.
- Page 23 – Modify language to say that if the developer requests any changes to the plan that there still are approval processes to follow such as Historic District Commission, Planning Commission and Town Council approvals.
- Staff will keep a running matrix of all comments received and add a column to include who provided the comment.
- The Planning Commission requests a redlined version of the Comprehensive Plan draft one week prior to their next meeting.

Next Steps:

- The Planning Commission will have a Public Hearing on May 3 for the Comprehensive Plan.
- If the Planning Commission is in agreement the Comprehensive Plan is ready, they will make a recommendation to the Mayor and Town Council.
- The Mayor and Town Council Agenda on May 10 will include the approval of the Comprehensive Plan.
- If the Planning Commission is not ready to make a recommendation on May 3, they can review again during their June 7 meeting.
- Commissioner Betz noted that the Town of Sykesville’s Election is May 4 and potential new Council members will be sworn in on May 17.

Town Updates

- Schoolhouse Road Annexation
Staff is waiting on additional information from the applicant.
- Commissioner Betz inquired about a potential Veteran’s Home in the area. Staff will follow-up with the County Commissioner for more information.

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Adjournment

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

Respectfully submitted,
Jana Antrobus, Executive Assistant