

**OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
December 6, 2021**

Present: Steve Enslow Ted Ludvigsen
 Phil Singleton Mike Scheiner
 Jeremiah Schofield, Council Liaison

Staff: Joe Cosentini, Town Manager
 Jana Antrobus, Staff Liaison
 Kevin Rubenstein, Town Planner

Absent: Ken Johnson

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 Ludvigsen to approve the October 4, 2021 Planning Commission meeting minutes. All voted in favor.

County Updates

Comprehensive Rezoning

The County Planning Commission voted to transmit the changes to the zoning and subdivision code texts for the residential zoning districts with a favorable recommendation.

Triennial Update to the 2019 Carroll County Water and Sewer Master Plan

The Department met with Sykesville's Town staff in November to go over current chapters and maps pertaining to the Freedom area.

Transportation Master Plan

The Department met with Sykesville's Town Staff and in January will begin to draft the text and plan to complete by the end of 2022.

Business

7448 Springfield Avenue – Site Plan

The property owner of parcel 4338.5 is looking to remodel the interior of the structure so it can be used as artist and music studio space. The building is proposed in being separated into two individual units, 3,853 (A) and 3,308 (B) square feet respectively. Each space will have a dedicated retail component along with studio space.

The property is zoned Local Business which does not specifically include music or art studio in the permitted uses table, however, does include professional offices which is being used as the basis of analysis for this report. No proposed alterations to the exterior of the building are being proposed other than the addition of an egress door on the right side of the structure to accommodate life/safety requirements and will include some excavation and a retaining wall. Material for the retaining wall is pending approval before the Town's Historic District Commission.

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The building currently has 12 parking spaces located adjacent to Springfield Avenue. The Planning Commission is being asked to approve the plan and parking arrangement since it is a change of use from the previous owner.

Parking space standards for the proposed uses are as follows:

- Professional Offices – 50% of floor area
- Retail (Under 2,000) – No standard

Analysis:

Proposed uses for these structures are allowable under the Town's existing zoning ordinance (§180-61).

Parking calculation for the uses proposed is as follows:

7448 (A) - 3,056 sq ft of Office = 8.5 spaces, 796 sq ft of Retail = No requirement

7448 (B) - 1,446 sq ft of Office = 4 spaces, 1,852 sq ft of Retail = No requirement

The total parking spaces required for the proposal is 13. No specific parking layout was provided with the submittal, but previous plans for this building do show the layout for the existing spaces.

Motion

Commissioner Singleton motioned and Commissioner Ludvigsen seconded to approve the Site Plan as presented with the condition that a 13th parking space is provided or the Parking Impact Fee is paid. All voted in favor.

Warfield at Historic Sykesville – Project Status Update

Sean Davis, MRA, on behalf of the owners of Warfield at Historic Sykesville presented a redline plan summarizing the changes that have occurred since the original Preliminary Plan was approved in December, 2016.

As this project has made its way through the approval processes there have been several discussions and decisions that have impacted the overall site layout. The submitted red-lined plan shows those modifications. The significant changes depicted are to the parking layout located on Parcel D where the historic buildings are located, the addition of the wetlands mitigation effort to be completed on the Town-owned Park parcel, and sidewalk/roadway/landscaping adjustments to better accommodate the site.

The presentation was for informational purposes only with the goal of making sure the Planning Commission has a good understanding of the current project status before being asked to evaluate additional, possibly significant, changes to the overall Warfield Project.

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Town Updates

Kevin Rubenstein was introduced as the newly hired Town Planner.

Adjournment

There being no other business, Commissioner Singleton motioned and Chair Enslow seconded to adjourn the meeting at 7:30 P.M. All voted in favor.

Respectfully submitted,
Jana Antrobus, Executive Assistant