



## STAFF REPORT FOR PLANNING COMMISSION OF SYKESVILLE

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**TITLE:** Public Facilities Recommendation– Enclave at Parkside Subdivision

**MEETING DATE:** 07/05/2023

Map/Parcel: 0078/0688

Zoning: Planned Employment Center (PEC)

File Number: P-23-0026



### PROJECT SUMMARY:

The Enclave at Parkside is a proposed 47-unit townhouse subdivision situated adjacent to the existing Parkside development.

The preliminary plan for this subdivision has been submitted by Elm Street Communities and is currently undergoing the development review process through the necessary review agencies. Once the review process is completed, the project will be presented to Planning Commission

for approval during a future meeting prior to any development activity taking place. At this time, the Planning Commission is only being asked to make a recommendation to Town Council regarding the adequacy of current public facilities serving the property.

#### **INFORMATION:**

Prior to any preliminary subdivision plan approval, the Planning Commission is asked to obtain written certification of the adequacy of all public facilities required by or serving the proposed subdivision from the following agencies: Carroll County Board of Education, Carroll County Public Works Department, Carroll County Health Department, Carroll County Transportation Department, Town of Sykesville Police Department, Town of Sykesville Public Works, Town of Sykesville Parks and Recreation Department, Local Fire Department, State Highway Administration, and other such agencies as the Commission deems appropriate.

The Planning Commission shall review the certifications received from the several agencies and prepare written findings and recommendations on the adequacy of public facilities of the proposed subdivision and transmit these findings and recommendations to the developer and Clerk of the Town Council. Once received, the Town Council will hold a public hearing to review the Commission's findings and render a final decision on the adequacy of public facilities.

#### **ANALYSIS:**

Upon receipt of the application, Town Staff corresponded with each of these departments below regarding their ability to adequately serve the proposed subdivision as shown on the submitted preliminary plan, with a summary of each correspondence as follows:

- **Town of Sykesville Police Department:** Able to serve the proposed subdivision.
- **Town of Sykesville Public Works:** Able to serve the proposed subdivision including trash and recycling pickup, general roadway maintenance and snow plow services for the public roads.
- **Carroll County Bureau of Utilities:** Capacity is available to serve the subdivision with water and sewer. Allocations shall be officially reserved when the associated public works agreement for the project is recorded.
- **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<sup>st</sup>, 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.
- **Sykesville Freedom District Fire Department:** Able to serve the proposed subdivision given that all access roads and alleyways maintain a 20-foot clear path for passage of a fire truck and sufficient room for an approximate 22ft turning radius.

It should be noted that the following agencies were not contacted along with the reasons for non-contact. The Planning Commission can request staff contact these agencies if the reasons provided are not satisfactory.

- Carroll County Health Department: not contacted as the proposed development contains no health-related facility or other facility that would require Health Department approval
- Carroll County Transportation Department: Carroll County does not have a specified “Transportation Department”. That said, Carroll County does provide on-demand public transportation to all County residents through their demand response service. The County also has a Bureau of Roads Operations that maintain all County roads, however, no road proposed in this subdivision will be under the jurisdiction of the County.
- Town of Sykesville Parks and Recreation Department: the Town does not operate a stand alone parks and recreation department. The proposed neighborhood does show the required open space areas and a trail connection to the existing Carrie Dorsey Park.
- State Highway Administration: SHA was not contacted specifically regarding the proposed preliminary plan as there have been several conversations with the State regarding a potential connection from this property to MD32. Generally, the information we have received indicates that any direct connection would be difficult to warrant unless a larger regional benefit could be demonstrated.

Based upon the information received from the agencies and staff analysis of the submitted information, staff has no concern with the adequacy of current public facilities to serve the proposed subdivision.

**PLANNING COMMISSION ACTION (SUGGESTED MOTION):**

Move 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<sup>th</sup> so that it can be transmitted to the Clerk of the Town Council.