

**OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
March 4, 2013**

Present: Steve Enslow Louie Shaw
 Ed Cinkole James Jacobe
 Ian Shaw Leo Fiander

Absent:

Town Staff: Dawn Ashbacher, Town Manager

Staff: Barb Kearney, County Liaison Planner

Guest: Andrew Stine, Bohler Engineering
 Brian Fenwick, SMO, Inc.
 Steve Stookey, SMO, Inc.
 Brandon Heaps, Petro Supply, Inc.
 Jay Wiedel, Containment Solutions

CALL TO ORDER

Steve Enslow, Chairman, called the meeting to order.

MINUTES

The Minutes of the December 2012 meeting were unanimously approved.

BUSINESS

887 Sandosky Road

Andrew Stine, Bohler Engineering, presented a review of the concept plan submitted for revisions to 887 Sandosky Road.

The concept plan shows:

- moving the current fuel pumps to a different location closer to the store within the current site
- moving the operation of fueling station to the convenience store only (currently there is an employee stationed at the fueling pumps)
- an upgrade of tanks and tank lines
- the addition of two more fueling pumps

In response to questions from the Commissioners, the owner of the convenience store indicated he would have to discuss closing off the connection to the adjoining property, behind the convenience store, with the property owner of the adjoining property; and the storage container at the side of the convenience store is moveable.

In response to questions from the Commissioners, Bohler Engineering responded that whether or not to provide an overlay of new asphalt will be decided once the project has begun and that an increase in grass area will improve the storm water drainage.

Suggestions from Commissioners included:

- As a gateway to the Town, it was requested that the site be aesthetically pleasing and tie in to the pedestrian access from Raincliffe; and
- The addition of trees along the street and screening around the dumpster would help to soften the look of the site

MOTION

A motion to accept the concept plan as submitted with the additional items discussed this evening and comments from Bob Bond, Town Engineer, was made by Ed Cinkole and seconded by Ian Shaw. The motion carried unanimously.

BGE Substation

Dawn Ashbacher, Town Manager, reviewed the decision made by Carroll County Board of Zoning Appeals (BZA) regarding the Raincliffe BGE substation.

The Town wrote a letter to the Carroll County Board of Zoning Appeals, asking that the proposed BGE substation be located at an alternative site, or at least that the BZA require enhanced screening of the site.

The County Board of Zoning Appeals awarded BGE the conditional use, including enhanced screening conditions.

County Projects Update

Barbara (Barb) Kearney, County Liaison Planner, reported:

1. Freedom Area Plan Update- The Carroll County Planning Commission would like to have a joint planning session with Sykesville's Planning Commission to discuss topics of mutual interest relating to the update of the Freedom Community Comprehensive Plan. The Planning Commission responded favorably to this.

2. Annual Report- This report is required by state law and is compiled by the County. The County will provide a draft report to the Planning Commission. This year the state requires that each jurisdiction provide written acknowledgement that it has reviewed the annual report, the report represents its annual activities, and that it agrees to the consolidated format.

The timeline for preparing the Annual Report is:

- Draft to be submitted before the April Planning Commission meeting;
- Comments/revisions provided during the month of April; and
- Final form approved by the Town in May, and then taken to the County Planning Commission for a June deadline to the state

3. Water/Sewer Master Plan- The County provides the plan for the Town of Sykesville. The new plan will be forthcoming for approval.

ADJOURNMENT

There being no further business, the meeting was unanimously adjourned at 8:30 p.m.

Respectfully submitted,

Gidget Gill