

OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
September 8, 2015

Present:	Steve Enslow Julia Betz Leo Fiander	Phil Singleton Mike Scheiner
Absent:	Ed Cinkole	
Staff:	Dawn Ashbacher, Town Manager/Planning Director (By phone) Linda Eisenberg, Carroll County Planning Jana Antrobus, Executive Assistant	
Others:	Scott Jendrek Chris True	

Call to Order: Steve Enslow, Chairman, called the meeting to order at 7:05.

Approval of Minutes

The Open and Closed minutes of the August 3, 2015 meeting were unanimously approved.

BUSINESS

County Updates

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. Proposed dates are October 5 or November 4. Members will check their calendars to help to establish a date when most or all members can attend.

Zoning Ordinance Amendment – Distillery Establishments

Draft text for a zoning text amendment to allow a distillery as a conditional use in Business Local zoning was discussed.

There was a lengthy discussion regarding the parking requirements. The existing parking requirement for a retail use seemed too high. The Planning Commission decided to apply Carroll County parking requirements for a retail use.

Commission Chair Enslow made a Motion and Commissioner Singleton seconded to recommend to the Mayor and Town Council the Zoning Ordinance amendment for the Microdistillery use as drafted with the following changes.

1. Page one Section A, insert manufacturing between the words "any" and "waste" in the first sentence.
2. Microdistillery definition strike seventeen thousand (17,000) and replace with twenty seven thousand five hundred (27,500) to match the Manufacturers Class I license.
3. Delete parking sentence.
4. Add "federal" to the regulations.
5. After Article X add:

**OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION**

September 8, 2015

Page 2

"Article XIV, Special Provisions, § 180-88 Parking space requirements A. (2) is amended to insert the following under Manufacturing plants:

Microdistillery 1 space per every 200 square feet of floor area".

Revised Ordinance included at the end of this document.

Streetscape Task Force - Update

A review of the Mayor and Town Council discussion was provided by the Town Manager.

- The Mayor and Town Council wanted to review the Streetscape Plan with a consultant. The State Highway Administration District Engineer discouraged this as it would delay the project and could put funding in jeopardy.
- The State Highway Administration has agreed to review a concept drawing from the merchants that includes both wider sidewalks and parking.
- The State Highway Administration will only move utility poles if there is an accessibility issue.
- Snow removal on 10' lanes using our 10' plow could create a flow of traffic issue.

Commission Chair Enslow wanted to note that parking is a major concern and that the Planning Commission Members understand the importance of a pedestrian friendly area. Commissioner Singleton noted his concern regarding the use of stamped concrete.

Town Updates

- 7541 Main Street has a new owner, including a new business going in the lower part of the building and a different business with office space on the second floor. The Town Manager requested input from Planning Commission on parking requirements for this property. After reviewing the Parking Ordinance and there being no change in use documented, no additional parking required was determined by the Planning Commission .
- Outdoor seating for businesses in the Local Business district was discussed and County language was reviewed. All agreed that a text amendment will be necessary to meet the needs of current and future businesses.
- The Town Manager was asked to provide at a future meeting definitions of all liquor licenses to assist the Commission in drafting an amendment for future establishments selling liquor.
- Schoolhouse Road Project- The Mayor and Town Council have decided to withdraw the Grant Application and Tax Credit Application because they didn't think there was enough time to fully vet the project before the tax credit application was due.

OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
September 8, 2015
Page 3

Adjournment

There being no other business Commissioner Singleton motioned and Commissioner Scheiner seconded to adjourn the meeting at 10:20 PM. All were in favor.

Respectfully submitted,

Jana Antrobus, Executive Assistant

**OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
September 8, 2015**
Page 4

TOWN OF SYKESVILLE, MARYLAND

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF SYKESVILLE, SECTIONS 180-62, 180-64, 180-88, AND 180-122 TO INCLUDE MICRODISTILLERY AS A CONDITIONAL USE ALLOWED WITHIN THE B-L LOCAL BUSINESS DISTRICT, TO DEFINE THE USE AND PARKING REQUIREMENTS, AND CLARIFY CERTAIN REQUIRED CONDITIONS ON ALL USES WITHIN THE AFORESAID DISTRICT.

WHEREAS, the Town of Sykesville (the “Town”) is a municipal corporation of the State of Maryland, organized and existing under the Chapter adopted in 1965 contained in the Public Local Laws of Carroll County, 1976 Edition, as amended; and

WHEREAS, it is beneficial to the health and general welfare of the citizens of the Town to include microdistilleries as an additional conditional use allowed within the B-L Local Business District; and

WHEREAS, Article XI-E of the Maryland Constitution, Article 23A of the Annotated Code of Maryland and the Town Charter authorize the Town to enact ordinances for the protection and promotion of public safety, health, morals and welfare; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF SYKESVILLE THAT:

Article X, B-L Local Business District, § 180-62, titled “Conditional Uses,” Subsection P is hereby added and in its entirety read as follows:

P. Microdistilleries

Article X, B-L Local Business District, § 180-64, titled “Required Conditions,” Subsection A is hereby amended to read in its entirety as follows:

Page 4

- A. All business, services or processing, including the storage of any manufacturing waste or by-product of the aforesaid business, services, or processing, shall be conducted wholly within a completely enclosed building, except for sale of automotive fuel, lubricants and fluids at service stations, off-street automobile parking and loading areas, public utility uses, taxi stands, garden shops, and produce stands.

OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
September 8, 2015
Page 5

Article X, B-L Local Business District, § 180-64, titled “Required Conditions,” is further amended to add the following subsection D read in its entirety as follows:

- D. All business, services or processing shall be conducted such that deliveries and pick-ups shall not unduly burden any public way or unreasonably inhibit the regular flow of vehicular and pedestrian traffic.

Article XIV, Special Provisions, § 180-88 Parking space requirements A. (2) is amended to insert the following under Manufacturing plants:

Microdistillery	1 space per every 200 square feet of floor area.
-----------------	--

Article XX, Definitions, § 180-122, titled “Generally,” is hereby amended to insert the following definition immediately preceding the definition of “NONCONFORMING USE” and immediately following the definition of “MEDICAL CENTER”:

MICRODISTILLERY

An establishment for the purpose of the annual production, storage, distillation, manufacturing, processing, distribution, and wholesale and retail sale of no more than twenty-seven thousand and five hundred (27,500) gallons of liquor made from produce grown or produced off site, and for tours and tastings of the products. Such establishment shall be in compliance with any and all local, state, and federal liquor laws and licensing requirements and health department regulations, and shall possess any and all licenses which may be required by Carroll County, the Town of Sykesville, and/or the State of Maryland, including, without limitation a Class I Manufacturer’s License as provided in Article 2B §2-202 of the Maryland Code, Annotated (2014) (“Liquor License”).

**OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
September 8, 2015
Page 6**

**THIS ORDINANCE IS ADOPTED BY THE COUNCIL OF THE TOWN OF
SYKESVILLE THIS _____ DAY OF _____, 2015.**

ATTEST:

**JANICE PERRAULT
TOWN CLERK**

IAN SHAW, MAYOR

**LEO KEENAN, COUNCIL MEMBER AND
COUNCIL PRESIDENT**

JULIA BETZ, COUNCIL MEMBER

WILLIAM BLEAM III, COUNCIL MEMBER

ANNA CARTER, COUNCIL MEMBER

STACY LINK, COUNCIL MEMBER

CHRISTOPHER TRUE, COUNCIL MEMBER