

OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION WORK SESSION
September 16, 2014

Present: Steve Enslow Ed Cinkole
Julia Betz Phil Singleton James Jacobe

Absent: Louie Shaw Leo Fiander

Staff: Sandy Cazares, Executive Assistant

Others: Dennis Hoover, Town Attorney
Sean Davis, Morris and Ritchie Associates

CALL TO ORDER

Steve Enslow, Chairman, called the meeting to order.

BUSINESS

Update on Master Plan Amendment

Corrections were made to the Master Plan following the last Planning Commission Meeting on September 2, 2014. The Mayor and Town Council voted to recommend the proposed Amended Town Master Plan. The Amended Master Plan was forwarded on to the local and state agencies on September 3, 2014 and was posted to the Town website for public comment as well.

Zoning Ordinance Amendment for Warfield

Sean Davis and Dennis Hoover were present to provide initial thoughts on the Zoning Ordinance Amendment Process for Warfield.

Mr. Davis reviewed a number of handouts with the Commission:

- 11x17 spreadsheet compares a series of requirements (far left column) to the Town of Sykesville and the Zoning Ordinances for 6 jurisdictions throughout the state in terms of mixed use zoning.
- Town of Sykesville Business Local (BL) Zoning Ordinance - The property is currently zoned BL.
- Town of Sykesville Employment Campus District Zoning Ordinance - The Property has an overlay of an Employment Campus District.
- The 6 other jurisdictions' mixed use zoning ordinances

Mr. Davis asked the Commission to primarily focus on the 11x17 spreadsheet's far left column and let him know prior to the next meeting if any requirements are missing and should be added. It was also suggested to review the 6 other jurisdictions' zoning ordinances.

Mr. Hoover recommended considering having future joint meetings with the Planning Commission and Historic District Commission as much of what each group would discuss may overlap. It was also recommended to determine the process in advance as to who would get plans first, etc. It was recommended having a paid consultant guide the process as well, possibly paid for by the developer, with a financial cap of costs.

Merchants in the audience expressed their concerns that the Warfield buildings would have a Main Street/downtown feel. It was stated that while Warfield should be beautiful, it should look very different than Main Street. Sean Davis reported that this downtown feel is a direct result of the Warfield charrette 16 years ago, but merchants expressed that this information may be outdated given that it has been 16 years.

The Commissioners invite residents to come to express opinions and concerns, so they are able to consider all perspectives. The Commission shared that they are charged with the global perspective of land use for the Town. The Commission is charged with balancing Main Street's resurrection and the development of Warfield and are working towards the goal that Warfield will complement downtown Sykesville/Main Street. The Commission plans for the Town and the future growth of the Town. Programming of activities in the Town, such as the Annual Chili and Beer Fest, is outside of the Commission's purview. Questions about connectivity were expressed, and the Commission shared that this would be further explored through the streetscape project.

As for next steps:

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| October 6, 2014 | Planning Commission Public Hearing on Master Plan Amendment and Zoning Ordinance Amendment |
| October 20, 2014 | Planning Commission Workshop on Zoning Ordinance Amendment |
| November 4, 2014 | Planning Commission Public Hearing on Master Plan Amendment and Zoning Ordinance Amendment. The Master Plan Amendment and Zoning Ordinance Amendment would then be recommended to the Mayor and Town Council. |
| November 24, 2014 | First opportunity for the Mayor and Town Council to vote on the Master Plan Amendment and Zoning Ordinance Amendment. |

Communication of the Town Master Plan Amendment and Zoning Ordinance Amendment Process with Town Merchants

It was determined that while it is extremely important to provide Town merchants with the opportunity to share comments throughout the Town Master Plan Amendment and Zoning Ordinance Amendment process, those opportunities for feedback should not occur in separate meetings without the Planning Commission present. Moving forward, public comments will be shared at the Planning Commission meetings and workshops rather than in separate meetings.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:45 p.m.

Respectfully submitted,
Sandy Cazares, Executive Assistant