

21 North Main Street
Boonsboro, Maryland 21713
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**MINUTES OF A MEETING OF THE PLANNING COMMISSION
TUESDAY, FEBRUARY 25TH, 2020**

PRESENT: Chairman Robert Maricle, Vice Chairman David Parmelee, Rico Aiello, Doug Moore, Jon Hart, Steve Jamison, Mayor and Council Liaison Rick Byrd
Staff Member(s): Town Planner / Zoning Administrator, Ethan Strickler & Town Manager, Paul Mantello

APPROVAL OF MINUTES: January 28th 2020 Regular Meeting

Minutes approved, as presented.

OLD BUSINESS

Planning Commission Vacancy Update

Strickler noted that the Town has received several interest forms, but none for the Planning Commission and several from people who live outside of the Town Boundary. Chairman Maricle stated it would be a good idea to post an ad in the paper. The commission also noted they would post it on social media pages.

Temporary Storage Container Ordinance – Revisions

Strickler presented a newly-authored, simplified version of the draft ordinance, modeled after similar ordinances in other municipalities. The draft allows temporary storage containers as permitted uses in all zoning districts with a town permit with its own accessory use definition in the zoning ordinance. Strickler recommended not adding a definition for a temporary structure or use, because “temporary storage container” is self-evident.

Commission members reviewed Strickler’s draft and proposed temporary storage container definitions. Strickler informs Commission on how Town Staff catalogues and stores permit information.

Chairman Maricle entertains a motion to approve definition-b of the draft for 201.2, definition-a for 201.93, and definition-d for 201.93 or 94. The motion is made and seconded, and the draft is approved for review by the Mayor & Council. Strickler informs he’ll email the final draft to the Commission for an email-vote and the draft will be added to the Mayor & Council March Workshop.

Comprehensive Plan Meeting

Strickler and Maricle schedule 6PM Comprehensive Plan Meeting, on March 24th. Strickler to put Mantello in touch with Dave Cotton @ MDP to obtain a list of revisions required in the update. Maricle and Strickler express the desire for a smaller update, only to closely follow state requirements, as a more in-depth update was completed in 2010.

AirBNB

Maricle references Sharpsburg and their recent experience with the “Airbnb” industry and the potential concerns it presents to Boonsboro. Strickler provides overview of the AirBNBs in Boonsboro and explains that Sharpsburg’s proximity to civil war sites and tourism presents difficulties unique to Sharpsburg. Strickler explains these issues don’t exist for Boonsboro. Commission agrees the issue may need to be readdressed, in the future.

NEW BUSINESS

Inflatable Tube Man @ 23 South Main Street

Maricle introduces Mini Mart Owner, Ms. Vining, to discuss owner's inflatable sign. The Town's zoning ordinance prohibits inflatable signs. Ms. Vining explains she'd like a special exception to allow her to keep her inflatable sign up because the neighborhood children like it and it helps advertise her business.

Strickler informs he received a zoning complaint explaining the inflatable sign was in the public right-of-way and could get tangled in the power lines. Strickler issued Ms. Vining a violation letter requiring the sign be removed.

Strickler and Maricle explain Ms. Vining must apply for a sign permit and have a BZA hearing.

BNAB20-01 – Ryan Homes Driveway(s): As-Built Submittal and Bond Reduction

Strickler informs Ryan Homes pulled a \$75K universal bond to cover all driveway as-builts for Phase 2 and 3, of Sycamore Run. Maricle asserts that an engineer must review as-builts. Strickler informs the driveways were built to town-standards, not to engineered drawings. Maricle confirms, but would request a redline to locate the actual location of each driveway, on each plot. Maricle and Parmelee require Ryan Homes to do a redline revision, for driveway locations/dimensions, for each lot in phase-1 and phase-2, to allow for creation of driveway as-builts, a PC-review, and potential bond reduction. Maricle recommends using ARRO for engineering review.

Maricle entertains a motion that Ryan Homes submit as-builts for all driveways in phase-1 and 2 of the sycamore run development. The motion is made, seconded, and approved.

PLANNING AND ZONING UPDATES

South End Pump Station and Ostertag Pass Updates and Plan Changes

Strickler informs the Easterdays got the necessary building, electrical, and floodplain permits necessary to continue the upgrades. Superintendent Huntsberry is scheduled to complete a pre-construction meeting with Easterdays and contractors.

Streambank Restoration @ Rt. 34 Pump Station

Strickler briefly explains an emergency project to restore streambank erosion, immediately adjacent to one of the Town's sewer pump stations. Strickler explains the Mayor & Council has already approved preliminary design and planning. The planning commission will be updated, as necessary.

COMMISSION MEMBER COMMENTS

None.

ADJOURN

Robert Maricle adjourned the meeting at 8:40pm.

Respectfully submitted,

Paul Mantello, Town Manager
Town of Boonsboro