

21 North Main Street
Boonsboro, Maryland 21713
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**MINUTES OF A MEETING OF THE PLANNING COMMISSION
TUESDAY, JANUARY 26, 2021**

PRESENT: Chairman Robert Maricle, Vice Chairman David Parmelee, Doug Moore, Jon Hart, Steve Jamison, Mayor and Council Liaison Rick Byrd

Staff Member(s): Town Planner / Zoning Administrator, Reiley Stanley; Town Manager, Paul Mantello

Citizen(s): Eric Kitchen, Ed Stanfield, Joe Rakich

APPROVAL OF MINUTES: September 22, 2020 Regular Meeting

Minutes approved, as presented.

OLD BUSINESS

Conditional Use for a childcare facility in the TR zoning district- 69 S Main St.

Reiley Stanley explained to the Commission that the Board of Zoning Appeals met with the applicant, Kim Kelly and approved the conditional use of a day care at 69 S. Main Street, since there is a 30-day waiting period she is bringing it back to the Planning Commission for any comments since the last meeting was not in person. Chairman Maricle questioned parking, drop offs, the number of students and any licenses that may need to be obtained. Vice Chairman Parmelee stated that parking would be the biggest concern because it is so tight that she would need to look at how many spots could fit on the property. Reiley stated that she told the applicant if she does go through with the purchase of the property, she would have to come see the Planning Department to work out parking concerns.

NEW BUSINESS

Request for a public hearing for a rezoning at 7514 Old National Pike

Reiley explained to the Commission that Mr. Joe Rakich was here this evening to request a rezoning at his property of 7514 Old National Pike. She stated that Mr. Rakich has gone in front of the Mayor and Council previously and they were in agreement that this would be in the Town's best interest. Ed Stanfield was also present representing Mr. Rakich, he stated that this is something that would meet many goals set forth in the Town's Comprehensive Plan as well as match many of the other zonings that are currently surrounding the property. Mr. Rakich went into detail about why he would like to get started on this project. He did say that there is no definite use for the property, and he may be keeping it for himself to use.

The Commission agreed to schedule a public hearing with the Mayor and Council and hold a formal vote for this application at the February meeting.

Quitclaim for the parcel to the right of 115 Orchard Dr.

Eric Kitchen was present to explain to the Commission that he is interested in gaining rights to the property that is adjacent to his property. He has been maintaining the land since he purchased his home, and he was in discussion with Mr. Huffer who currently owns the property. It was originally deeded to be a thoroughfare, but a developer built out the cul-de-sac. Reiley explained to the Commission that the Town has no interest in this piece of property. Chairman Maricle asked what Eric would be doing with this property and Eric stated that he needed somewhere to store his mobile home so he would like to build a garage on it. Vice Chairman Parmelee suggested that Eric do a title search for this property because it was not clear on who may own it.

The Commission agreed that this matter did not need to be voted on as the Town does not have any rights to the property. They suggested going to the Mayor and Council for their opinion.

Interest in becoming a Planning Commission Member

Reiley explained that the Town received an email of interest in joining the Planning Commission. Chairman Maricle read the email to the Commission. The Commission agreed to bring Mr. Robert Welty in for an interview at the February meeting.

Officer Reappointment

Reiley stated that there are three Commission Members who have expired terms. The members are Robert Maricle, David Parmelee and Doug Moore.

The Commission voted unanimously for new 5-year terms for these three members. It is moved to the Mayor and Council for reappointment.

PLANNING AND ZONING UPDATES

As-builts for Sycamore Run have been approved and are ready to be signed. I am working with Kristin from the County SWM Division to create a punch list review for their phase one SWM that has not been closed out.

Everything is ready for High's to submit Building Permits. We just have not seen any movement.

The Comprehensive Plan update is not until 2023, Paul and Reiley met with the state Planning Department.

New single-family home at 103 St Paul St. was submitted to the Town, it has been approved and it is with the County for review. They have already paid for their tap fees.

ADJOURN

Robert Maricle adjourned the meeting at 8:03 PM.

Respectfully submitted,

Reiley Stanley, Town Planner/Zoning Administrator
Town of Boonsboro