

21 North Main Street
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**MINUTES OF A MEETING OF THE PLANNING COMMISSION
TUESDAY MARCH 23, 2021**

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

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

Absent: Jon Hart, Rico Aiello

Citizen(s): Mike and Todd Easterday, Eric Kitchen

APPROVAL OF MINUTES: February 23, 2021 Regular Meeting

Minutes needed minor corrections and will be brought to the April Meeting.

OLD BUSINESS

Planning Commission Recommendation

Chairman Maricle stated that after interviewing and hearing about Mr. Welty and his career experience he would be an excellent fit on the Economic Development Commission. Vice Chairman Parmelee agreed with Maricle's remarks on how he sounds like his interests and backgrounds would be geared more towards the EDC not the Planning Commission. Commissioner Moore disagreed and believed that he would fit great on the Planning Commission with all of the tactical knowledge that he has from his career. The Planner will be discussing this with the Town Manager and the Mayor and Council for the commission recommendation.

NEW BUSINESS

2020 Maryland Planning and Zoning Report

Town Planner Reiley Stanley went over the report with the Commission. She broke down each page and what type of information the state was looking for. Vice Chairman Parmelee stated that the BZA members term dates were not up to date and needed to be changed, Reiley stated she would do that before bringing it to the Mayor and Council. Chairman Maricle stated that in the past there has been a section where staff has broken down what all of the revenue has been used for in the department. Reiley stated that she would look at the past files and loom for an example and add this information into the report.

Fox Gap Residential Concept Plan

The applicant and the Engineer of record were both present to give the commission a presentation on their concept plan. They went through the 2019 review letter and pointed out the comments that were addressed. The water tower location was brought up by Chairman Maricle and Mr. Easterday stated that he understands that the developer would have to pay to put the water tower in the location that was agreed upon. Chairman Maricle stated that once the Town has the WRA water and sewer models both complete they would be able to send them to the applicant/engineer to incorporate with their project. The fire/rescue entrance was a concern to all commission members. Mr. Easterday explained that he had an approved road entrance from the SHA but the parcel was located in Washington County. The Commissioners suggested the possibly of annexing that parcel into the Town for another access point into the subdivision.

The Commission stated that they wanted to see a new traffic study for the entrance area of the subdivision with the new round-about and the commercial parcels in the front of the property. Another concern the Commission had was the steep sloop area that was connected to the forest conservation area, the engineer of record stated that once the full construction engineer drawings are done, they may take those lots out to if they find out they do not work due to grading.

The Commission wants to see the full build out of the potential of everything that could happen in the residential section of this property. Mr. Easterday stated that the multi-family zoning area on the left of the storm water area may never be built out due to the cost. Reiley stated that Mousetown Road access has been denied in the past and Mr. Easterday said

that they had an approval for an entrance on Mousetown Road. The Commission wants to see the access agreement for Mousetown before the would approve anything going there.

The engineer of record stated that there will be an HOA now. The remaining lands of the development would be where a park space would be built.

At the April meeting or later, the Commission would like to see a full engineered concept plan that shows the entire parcel and its maximum potential build out even if it would be many years down the line. They have also requested a new updated traffic study be done.

PLANNING AND ZONING UPDATES

Reiley updated the Commission on the following items:

1. The rezoning for 7514 Old National Pike was approved through the Mayor and Council and will become official on April 7, 2021.
2. 10 new permits have been received this year.
3. Paul and Reiley received the High's building elevations for the permit, the Town should be seeing those shortly for an official submittal.

ADJOURN

Robert Maricle adjourned the meeting at 8:06 PM.

Respectfully submitted,

Reiley Stanley, Town Planner/Zoning Administrator
Town of Boonsboro