

**OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
November 5, 2012**

Present: Steve Enslow Louie Shaw
Ed Cinkole
Ian Shaw

Absent: James Jacobe
Leo Fiander

Staff: Barb Kearney, County Liaison Planner

Guest: Rob Scranton, CBI Development Group

CALL TO ORDER

Steve Enslow, Chairman, called the meeting to order and asked for additions to the agenda.

Additional agenda items included:

- Amended PWA (Public Works Agreement) for Raincliffe
- Proposed BG&E Substation at Raincliffe Road and Buttercup Road

MINUTES

The Minutes of the October 5, 2012 meeting were unanimously approved, with the clarification of the minutes to read, "Rob Scranton with CBI Development group" instead of "with Ryan Homes".

BUSINESS

Amended Public Works Agreement (PWA) for Raincliffe

The Public works portion of the contract expired in July 2012. An amendment was written by the Town's attorney, Dennis Hoover. The Amendment will extend for the PWA agreement to be extended to expire Dec 1, 2015, and the Intersection at Route 32 and Raincliffe extended to be completed on/before Dec 31, 2013.

MOTION

The motion to adopt the amended Public Works Agreement was unanimously approved by the Planning Commission with Section 4b being clarified to read "on/before".

Proposed BG&E Substation

County Liaison Planner, Barbara Kearney, provided an overview of the application process BG&E will need to complete, in addition to the site plan process. There will be a site tour in December, and a public hearing the morning of December 27, 2012. It was discussed by the Planning Commission members that at the minimum, the Town Manager should attend the hearing in December. It was also discussed to invite a BG&E representative to the December

Planning Commission meeting, as an information session. Gidget Gill, Administrative Assistant for the Town, is to contact a BG&E representative and extend the invitation. Steve Enslow, Chairman, feels it best the Planning Commission gather as much information about the proposed BG&E substation, to find out its impact to the Town, so the Planning Commission can make a recommendation.

County Projects Update

Barbara (Barb) Kearney, County Liaison Planner, reported on PlanMaryland and County updates on the below topics:

1. 103-5 Definitions: Handout of definitions reviewed by Barb Kearney

MOTION

Ian Shaw, Town Council Liaison, suggested it is best to have Dennis Hoover, the Town's attorney review the expanding definitions to create a septic minor sub-division before the Planning Commission makes a recommendation.

Barb Kearney volunteered to contact Dennis Hoover, to explain in further detail about the definitions. She also suggested the Town draft a letter, which she would review/edit before a recommendation is moved to the Town Council.

Both the motion to have Dennis Hoover review, and Barb Kearney review a draft letter were unanimously agreed on by the Planning Commission members.

2. Place designation update
 - Target growth
 - Existing Communities
 - Future Growth area
3. Update on mapping project/Septic/Sewage Tiers
 - Three (3) types of tiers
 1. Currently served areas
 2. Areas to be served in the future
 3. Areas to be served far into the future
4. Update on Freedom Area Trails

Closed Session:

Council members in attendance: Ian Shaw, Louis Shaw, Ed Cinkole and Steve Enslow

1. Personnel

ADJOURNMENT

There being no further business, the meeting was unanimously adjourned at 8:30 p.m.

Respectfully submitted,
Gidget Gill