

**OFFICIAL MINUTES –
SYKESVILLE PLANNING COMMISSION
May 4, 2015**

Sykesville Planning Commission (PC)

Present: Steve Enslow Ed Cinkole Phil Singleton Julia Betz
 Louie Shaw

Absent: Leo Fiander

Staff: Dawn Ashbacher, Town Manager
 Carmen McEvoy, Temporary Executive Assistant

Others: Paul Mueller, Mueller Homes
 Chris True

CALL TO ORDER

Steve Enslow, Chairman, called the meeting to order at 7:00 p.m.

MINUTES

Motion was made by Commissioner Singleton and seconded by Commissioner Cinkole to approve the April 6, 2015 Planning Commission meeting minutes. This approval included a change on page 4 of the minutes from “exiting sidewalk” to “existing sidewalk.” All members in attendance voted in favor.

BUSINESS

Updates to the Carroll County’s Draft 2014 Annual Planning Report

The following proposed changes were discussed:

- Wording on page 2, 2010 Town of Sykesville Master Plan, of the 2014 annual report be revised. The existing text references the map changes but does not reference the text changes. The following was proposed: “The purpose of the amendment was to amend the text and to revise the [maps]...to incorporate the newly created Planned Employment Center land use designation into the Warfield Planning Area.”
- Wording on page 12, (Sykesville) Zoning Ordinance No. 288, Chapter 180, Zoning, is changed from “Planned Business Center District” to “Planned Employment Center District.”
- Include Town of Sykesville in the heading of the Sykesville Map, page 4.

Motion

- A motion was made to request the modifications to the 2014 Annual Planning Report as noted. All members in attendance voted in favor.
- A motion was made to authorize Chair Steve Enslow to sign the letter from the Town once he determines the changes have been made to his satisfaction. Four members voted in favor with Steve Enslow abstaining.

Updates to the Preliminary Subdivision Plan for the Historic Carriage House II project on 7526 Main Street

- Dawn Ashbacher, Town Manager, reviewed the Preliminary Subdivision Plan for the Historic Carriage II project on 7526 Main Street with the Planning Commissioners. On April 27, the Mayor and Town Council determined that the public facilities are adequate for this proposed subdivision. There were some comments from the Town engineer and the County still to be addressed.

Motion

- A motion was made to approve the preliminary subdivision plan for the Historic Carriage House II at 7526 Main Street

Updates regarding the Shell Station

- Discussions centered on enforcement regarding the dumpster location, screening and landscaping issues.
- Dawn is to review the compliance issues regarding the landscaping. She will send the remaining list of items to address to the general contractor indicating that the one-year maintenance period will not start until these items are addressed.
- Chair Enslow is to meet with owner and talk about the location of the dumpsters and watering of the vegetation.

Commissioner Steve Enslow motioned and Commissioner Cinkole seconded to go into closed session at 8:04 p.m.

The motion carried unanimously.

The meeting was proposed to be closed pursuant to the State Government Article of the Annotated Code of Maryland, Section 10-508(a) to discuss (1)(i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, designation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction, or (ii) Any other personnel matter that affects one or more specific individuals.

1. Personnel-- Planning Commissioner vacancy—no action

Commissioner Enslow motioned and Commissioner Cinkole seconded to go back into open session at 8:05 p.m.

The motion carried unanimously.

MOTION: There being no further business, Commissioner Singleton motioned and Commissioner Cinkole seconded to adjourn the meeting at 8:06 PM. All were in favor.

Respectfully submitted,

Carmen McEvoy, Acting Executive Assistant

