

**OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
SEPTEMBER 3, 2013**

Present: Steve Enslow Leo Fiander
 Ed Cinkole Debbie Ellis

Absent: Louie Shaw
 James Jacobe

Staff: Dawn Ashbacher, Town Manager
 Barbara Kearney, County Liaison Planner

Others: Brian Fenwick, SMO Inc.
 Steve Stockey, SMO Inc.
 Andrew Stine, Bohler Engineering
 Joe Ucciferro, Bohler Engineering
 Melissa Clark, Bluehouse Architecture
 Paul Mueller, Mueller Homes
 Bruce Burton, LDE Inc.

CALL TO ORDER

Steve Enslow, Chairman, called the meeting to order and asked for additions to the agenda. There were none.

MINUTES

The minutes of the July 1, 2013 Planning Commission meeting were unanimously approved.

BUSINESS

1. 887 Sandosky Road – Review and Discussion of Preliminary Site Plan

Andrew Stine and Joe Ucciferro, of Bohler Engineering requested approval for their Preliminary Site Plan for the Shell Station redevelopment. Brian Fenwick and Steve Stockey of SMO Inc were present as well for questions.

At the Shell Gas Station, the convenience store and deli are proposed to remain. They are proposing to take down the existing fuel canopy, gas tanks, soda machines, and shed, and plan to replace it with a new fuel canopy with 12 fueling stations. New gas tanks will be brought up to current standards. There will be a new trash enclosure. The site will have a 4-5 foot retaining wall added. The portable trailer will be relocated.

The applicant agreed that:

- Items located on the sidewalk in front of the convenience store will be relocated to allow for at least a five-foot width for accessibility.

- They will consider adding ramps between the convenience store and deli to allow for accessibility. They do not want to connect the sidewalk between the buildings because they are concerned it will interfere with water flow.
- They will try to enhance the landscaping to help screen the gas station from the intersection.
- The portable trailer will be relocated to provide access to the dumpster.

When asked whether there would be sidewalks proposed to lead to the property, Mr. Stine mentioned that are sidewalks proposed on the opposite side. Raincliffe is bringing sidewalks all the way to the intersection. There is a significant grade change in the intersection on the gas station side. This will be further reviewed with the State Highway Administration (SHA).

Bohler Engineering submitted these plans to Carroll County, SHA, and to the Town Engineer. Mr. Stine mentioned that all of the comments would be addressed on the final construction plans but discussed some in detail.

- The Town Engineer expressed concerns about ADA accessibility to the building, specifically ensuring that there is enough clear width and accessibility for patrons to traverse back and forth and to be ADA accessible. Mr. Stine showed the location of the accessible parking spaces as well as provided a route that is clear from the fuel canopy.
- As a result of SHA concerns, this submission included a retaining wall with grading only on the property of the owner.
- SHA also discussed the placement of the Shell sign, as it currently straddles the property line. In the plan it shows it relocated and refaced with LED panels advertising the gas prices.

Concerns were expressed about the dimensions of the new sign, especially the size and brightness of the LED lights not complementing the historic nature/charm of the town as the location is considered a gateway to the Town. The Planning Commission would prefer something more subdued.

Mr. Stine mentioned that the elevation of the area where the sign is moving to is higher. They want customers to be able to see the sign and know the price of gas. The new sign is the same size as the current sign, 40 feet. The LED lights will be three feet tall and will be raised higher to assist patrons in seeing the information. The sign itself will be metal and painted white. Mr. Stine mentioned that there are not a whole lot of options to soften the sign.

MOTION

Ed Cinkole motioned, Debbie Ellis seconded to approve the preliminary site plans of the redevelopment of the Shell gas station at 887 Sandosky Road, taking into consideration the comments discussed.

2. Redevelopment at 7526 Main Street – Review and Discussion of Concept Plan

Paul Mueller presented two concepts for the development for 7526 Main Street: one was his original concept with three townhomes on Main Street and a mixed use building; the second was a response to the Town's previous request for more retail on Main Street and includes a mixed use commercial building on Main Street and a mixed use building.

Mr. Mueller is presenting both plans, at least through concept, because he has not yet made the final determination about which plan will be the best option.

On both presented plans, the log cabin's porch and one story addition will be removed. The log cabin structure and the "shingle shake" part of the building will be retained. The stone wall along the frontage will be retained.

Parking

Bob Bond, Town Engineer, expressed concern about the parking deficit. Over the years as Mr. Mueller has worked on the various versions of the plans, he had made the assumption that they would use/follow the whole "fee in lieu of" provision in the Code. He feels that there is no other way to accommodate parking on site, so the only way to satisfy it is to follow the "fee in lieu of". He is not sure how to improve along Main Street and within the Historic Business District and follow the parking requirements without the "fee in lieu of."

Mr. Mueller's property at 7520 Main Street meets its required parking load. The existing building, based on its requirements, requires 19 parking spaces. Mr. Mueller indicated that he donated the land for an additional ten parking spaces and should be given credit for those spaces. The parking lot has 31 spaces. The Town owns the parking lot. Debby Ellis mentioned that the Town should get clarification on donated spaces.

Plan 1 -

Lot 3, 4, and 5 of the Town Homes would each be owned individually with easement granted to the to the others for ingress and egress only. The egress line is placed so the townhome tenants could parallel park behind their own garage as well and not encroach on the use in common. As Mr. Mueller presented, with the mixed use building, this plan would create a deficit of 12 parking spaces.

Plan 2 -

As Mr. Mueller presented, with two mixed use buildings, there would be a deficit of 20 parking spaces. In addition, the Town engineer also has concerns that the width of the new access from Main Street does not meet SHA guidelines. Mr. Burton said that he plans to meet with the SHA District Engineer onsite to provide more information about the real conditions of the site. For vehicles to get out of the parking lot of the mixed use building on Main Street, they would have to use a T-turnaround.

It was noted that both concepts will occupy the area currently available for parking for the log cabin so that might create a secondary parking deficit of five spaces.

Ed Cinkole explained the lot line on Main Street contributes to limitations and he recalls that the “fee in lieu of” was added for situations just like this. If infill development is to occur, it may not always be able to meet the technical requirements of parking.

Debby Ellis mentioned that the fee was put in place in case the Town had to go out and purchase a parking lot.

Dawn Ashbacher, Town Manager, explained that there is a growing concern regarding the amount of parking available downtown. She said the concerns have been repeatedly brought to her attention. Based on increased activity downtown, there may be more of a shortage than was occurring six - seven years ago versus what is being thought now. Mr. Mueller responded that the concerns are likely coming from the other end of Main Street versus where his current and proposed buildings are located.

Ms. Ashbacher also mentioned that Bob Bond, Town Engineer, only completed an initial review of the plans and stopped once he realized the parking challenges. A thorough review has not been completed at this point.

Steve Enslow mentioned that the Planning Commission still hopes to see development of the northern part of Town. He encouraged Mr. Mueller to look into possibly conducting a parking analysis using ratios and formulas in order to gain additional information regarding the actual parking conditions in that area of Town. Several members of the Commission agreed that this development would be good for the Town. Mr. Mueller has planned to pay the fee (\$1000 per space deficient) from the beginning.

MOTION

Debby Ellis motioned, Ed Cinkole seconded, and it was unanimously approved, to approve the two concept plans presented for 7526 Main Street, realizing that Bob Bond, Town Engineer may have additional comments.

OTHER

1. **Report on residential infill activity** – These two unique lots pose unique challenges for development. The Town provided the Commission with updates on these two properties. No Planning Commission action was required.
 - 7270 Springfield Avenue – Dawn Ashbacher provided information. It’s an empty lot across from the middle school. The previous house burned down. The house would face the alley off Springfield Avenue. Ed Cinkole expressed concerns of having the home front the alley. He felt that it was unique that the home would not front Springfield Avenue as it has a Springfield Avenue address.
 - 734 Central Avenue – This was a lot that was subdivided a number of years ago. This is proposed to develop a home. Bob Bond, Town Engineer, has approved final revisions.
2. **Update on Raincliffe** – The Town approved a request from Raincliffe Properties, LLC to change the landscape buffer on a plat to match the landscape buffer shown on the final

landscape plan. In addition, the plans for the BGE substation will be subject to a County technical review on September 23. In regards to Raincliffe, the Planning Commission previously approved clusters of buildings to a point but then the Raincliffe Developer would be required to return to the Planning Commission before beginning the next phase.

3. **Update on Warfield** – The Planning Commissioners were invited to attend a public information session on September 12 to learn more about potential plans for the Warfield Commerce and Cultural Center. The current zoning overlays are broad at this point. The zoning will be structured around a development plan. The Planning Commission members recalled strict zoning requirements that did not allow for mixed use.
4. **County Liaison Planner** – Update on County Projects
Barbara Kearney, County Liaison Planner gave an update on several County projects.
 - For the October Planning Commission agenda, Ms. Kearney has asked for agenda time for Andrea Gerhard to discuss master planning for water and sewer.
 - Hazard Mitigation Plan – It has been updated with the 2010 census information. It is being circulated for Town comments and other interagency comments. The county will return later this fall to discuss again with the Planning Commission.
 - The County Planning Commission has decided to put the Freedom Plan on the back burner as it is now working on the County Master Plan.
 - Ms. Kearney will soon be delivering the final revised 2012 Land Preservation Parks and Recreation Plans

Prior to adjournment, Leo Fiander asked Ms. Ashbacher about the building on Main Street that is adding a second story. He asked about fire department requirements for exiting. Ms. Ashbacher reported that the fire marshal reviewed the plans and approved.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:35 p.m.

Respectfully submitted,
Sandy Cazares, Executive Assistant