OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION MEETING
September 2, 2014

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

Absent:	James Jacobe	Leo Fiander

Staff: Dawn Ashbacher, Town Manager
          Sandy Cazares, Executive Assistant

Others: Dennis Hoover, Town Attorney
          Sean Davis, Morris and Ritchie Associates

CALL TO ORDER
Steve Enslow, Chairman, called the meeting to order.

MINUTES

The minutes of the August 4, 2014 Planning Commission meeting were unanimously approved (Commissioner Cinkole was not present for the vote). This approval included a one word change in the first paragraph, second line under County Master Plan Update, changing the word "assistant" to "citizen".

The minutes of the August 19, 2014 Planning Commission workshop were unanimously approved (Commissioner Louie Shaw abstained; Commissioner Cinkole was not present for the vote).

UPDATES FROM THE COUNTY

Lynda Eisenberg, Chief of the Bureau of Comprehensive Planning for Carroll County, though not present at the meeting, provided the following County updates via email:

- The 2014 Carroll County Master Plan officially went out for 60 day review on Friday, August 22 2014. Copies of the plan are available on
  http://ccgovernment.carr.org/ccg/compplan/masterplan2014/

  Also, the County will have 5 citizen outreach meetings being held throughout the County on September 8, 9, 10, 17 and 23. Location and additional information are posted on the website at the same link.

- County Staff is working on addressing MES issues with the Warfield Complex, and they are working toward a resolution of the concerns with regards to water and sewer.

BUSINESS

Master Plan Amendment for Warfield

Sean Davis and Dennis Hoover were present to discuss revisions to the Town Master Plan regarding Warfield. The Planning Commission reviewed proposed text changes.

Mr. Davis reported that since the last meeting, he along with Dawn Ashbacher, Town Manager, Commissioner Cinkole, and Councilmember Leo Keenan met with some of the Town's merchants to discuss the Warfield process and to discuss questions and concerns.

A motion was unanimously approved to approve the proposed Master Plan Amendment with revisions thereto as agreed at the September 2, 2014 Planning Commission meeting and to circulate to state and local agencies and the public for review and comment.

As for next steps:

September 16, 2014	Planning Commission Workshop to discuss initial thoughts of the Zoning Ordinance Amendment
October 6, 2014	Planning Commission Public Hearing on Master Plan Amendment and Zoning Ordinance Amendment
October 20, 2014	Planning Commission Workshop on Zoning Ordinance Amendment
November 4, 2014	Planning Commission Public Hearing on Master Plan Amendment and Zoning Ordinance Amendment. The Master Plan Amendment and Zoning Ordinance Amendment would then be recommended to the Mayor and Town Council.
November 24, 2014	First opportunity for the Mayor and Town Council to vote on the Master Plan Amendment and Zoning Ordinance Amendment.

OTHER

Miscellaneous Town Updates

Dawn Ashbacher, Town Manager, provided updates on the following Town items:

- Downtown Parking Discussion - On September 22, 2014 at 6:00 p.m., there will be a meeting at the Town House to discuss downtown parking. Commissioners and the public were invited to attend.
- SHA MD 851 Streetscape Concept Update - On September 22, 2014 at 7:00 p.m., SHA will have a kickoff meeting to discuss the streetscape design project. The Town will be creating a taskforce for this project, and it was advised to have at least one Planning Commissioner to be involved with this process. Commissioner Cinkole volunteered for the taskforce.
- Ribbon Cutting for South Branch Park – The Planning Commissioners were invited to attend the Ribbon Cutting at 11:00 a.m. on Saturday, September 6, 2014 at South Branch Park.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:30 p.m.

Respectfully submitted,
Sandy Cazares, Executive Assistant