

**Planning Commission
MINUTES – Regular Meeting**

**November 8, 2017
City of Hagerstown, Maryland**

Douglas S. Wright, Jr., chair, opened the meeting at 7:00 p.m., on Wednesday, November 8, 2017, in the Conference Room, Fourth Floor, City Hall. Also present were commission members P. Corderman (late), J. Stone, R. Thomas, and J. Wheeler. The following staff members were present: K. Maher, Director of Planning and Code Administration Department; S. Bockmiller, Development Planner/Zoning Administrator; and D. Calhoun, Secretary.

REGULAR MEETING

Roll Call.

The chair noted that commission members R. Campbell, P. Corderman, and D. Miller were absent.

Approval of Minutes:

September 27, 2017:

The minutes were not ready for approval.

Development Review:

**Great Southern Wood – 1201 Maryland Avenue – Two Lumber Storage Buildings,
Site Plan, Case No. ZS-2017-06.**

Staff Report: (The staff memo, which was read into the record, is included in the meeting file.) This site plan is for the removal of a 7,200 square-foot roofed material storage structure (roof only, no sides) and construction of two storage structures that have three walls and one open side. One of the buildings will measure 100 x 300 feet and the second is 90 x 500 feet. Both buildings will be constructed on an existing paved area that is being used for outdoor material storage.

Since the two buildings will be used to provide shelter for materials already being stored on that footprint, the use will not materially change, and the construction will not result in the addition of employees to the site, the Zoning Administrator determined that the parking requirements will not apply to this project.

Additional landscaping to bring the facility closer to conformance with current requirements will be installed along the eastern property line (against the back of the shopping center). The existing buffer from the adjacent residential properties to the north will also be augmented.

Forest conservation does not apply in this case since the property is a paved property within the Priority Funding Area. This project was not subject to review of an ESD sketch plan because stormwater quantity issues are already addressed and the disturbance amounts to roofing area over top of existing paved topography. (P. Corderman arrived.)

The site plan was reviewed by the Plan Review Committee on August 29, 2017, and all agencies have approved it with the exception of the Fire Marshal, the Water Division, and the Wastewater Division. Staff recommended approval, subject to the conditions by the Fire Marshal, Water and Wastewater Divisions.

The proposed buildings will be similar to the buildings built on Virginia Avenue. Additional landscaping will be provided on the east side and along the backs of the residential area to the north. Additional paving is shown in a future phase.

Applicant/Commission Discussion: In response to a question by Mr. Wright, Lee Miller of Terra Solutions, engineers for the project, stated that the siding color of the new buildings will match the existing buildings. Mark Smith, General Manager, Great Southern Wood, and Mr. Pierce, the production manager at Great Southern Wood were also in attendance.

The developer received a stormwater management waiver from the Assistant City Engineer since the project only involves cutting holes in the pavement. The purpose of the new buildings is to keep products out of the weather. The wood will be delivered on pallets and will stay on the pallets.

Mr. Miller stated there is an existing rail siding on the property. Great Southern Wood still treats wood on site. Water used in the treatment is recycled and reused. The reason for the open sides on the new buildings is to facilitate stock rotation. The more closed-up building will protect the more valuable stock (composite decking). The new buildings will be approximately 25 feet tall at the peak.

Mr. Bockmiller asked the commission to consider adding a condition to the approval of the site plan that the elevations be added to the site plan and the pages renumbered accordingly. The applicant had no issues with Planning staff's condition.

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- MOTION:** (Stone/Thomas) I make a motion to approve, subject to the Planning Department comments that the pages be added and the three agency comments (Fire Marshal, Water and Wastewater Divisions).
- DISCUSSION:** None.
- ACTION:** APPROVED (Unanimous)

1481 Salem Avenue – C & S Plaza, Final Plat, Case No. S-2017-04.

Staff Report: (Staff memo, which was read into the record, is included in the meeting file.) This is a final plat for the creation of a 2,980-square-foot lot between Salem Avenue and the former Salem Avenue right-of-way that provides access to three residential properties near the I-81 interchange. The purpose of this plat is to convey the lot to the owners of C & S Plaza in order to create additional parking for that facility. The street right-of-way will remain under City ownership. The lot will have plat and deed restrictions stating that no building may be constructed and that the sole purpose is to create parking for C & S Plaza, and will stay under common ownership with the owners of C & S Plaza.

The site plan for the small shopping center was approved in 2003 and parking calculations were based on retail uses, not a restaurant. The owner is considering options for parking to allow an expansion for the existing restaurant. The property owner and the City Engineer worked with State Highway Administration (SHA) to have the right-of-way turned over to the City. This area has been used informally as a parking lot for many years. The Planning Commission recently reviewed and granted design waivers for this project. The area will be paved and a bank of parking will be added. The City of Hagerstown will retain the street right-of-way; SHA will retain a parcel to the east; and the restaurant will have additional parking along a portion of the old Salem Avenue to the north.

The plat was reviewed by the Plan Review Committee on July 18, and all agencies have approved it with the exception of the Water Division. The City Engineer recommended conditional approval and the conditions for approval are part of the staff memo in the meeting file. Staff recommended approval, subject to the requirements cited by the City Engineer and any conditions that may accompany the Water Division's approval.

Engineer/Commission Discussion: Mr. Stone questioned whether there is a new name for the street that used to be Salem Avenue. Ed Schreiber of Frederick, Seibert & Associates, engineers for the project, stated that the residential properties further down the road are addressed on Salem Avenue. Mr. Stone noted that there should be a covenant in the City's deed that states this property can only be conveyed with the other property. Ms. Maher said staff will make Engineering aware of that comment.

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- MOTION:** (Thomas/Wheeler) I move that we accept the final plat with the conditions by the City Engineer and Water.
- DISCUSSION:** None.
- ACTION:** APPROVED (Unanimous)

**125 North Prospect Street – Four States Christian Missions, Inc., Final Plat,
Case No. ZS-2017-06.**

This case was not ready and will be considered at the December meeting.

Planning Commission Business:

Cluster Subdivision Amendments, Text Amendment, Case No. ZT-2017-04.

Mr. Wright initially announced that he would be abstaining from the vote on this matter because he was not present for the public testimony. Mr. Stone indicated that there was no public testimony and Mr. Bockmiller stated that no comments were received during the ten-day period the record remained open. Mr. Bockmiller noted that some new material was presented by staff that was not discussed in the meetings prior to the public review meeting: the staff presentation included background on why the amendment is being proposed and cited examples of other properties that fit the proposed minimum setback requirements.

Mr. Bockmiller stated his presentation gave background about why this amendment is being proposed and cited examples of other properties that fit these minimum setback requirements (new development in Baltimore’s downtown area). Page 3 of the staff handout included suggestions by staff for bulk requirements in cluster developments. The minimum lot area for townhouses was reduced to 1,000 square feet. Staff reminded the commission that none of these changes will result in increased density. Density is based on the permitted density for the respective zoning district and the proposed use. This language allows a developer to shrink the sizes of the lots that are allowed if open space is used to offset the smaller lot sizes. The chart was created to be as flexible as possible. Language was added at the top of page 3 that requires any dwelling, with the exception of two-family dwellings, to be on its own lot. This is one of the items that the Mayor and Council asked Planning staff to look into as a result of a recent development. In a footnote on page 4, there is a requirement that each lot must have a minimum of 20 feet of dedicated yard in the rear of the property, which will exclude sheds and decks if the property owner cannot meet the 20-foot rear yard requirement.

MOTION: (Stone/Wheeler) I move that we recommend this text amendment to the Mayor and Council.
DISCUSSION: None.
ACTION: APPROVED (ABSTAIN – Corderman, Wright)

Comprehensive Plan Update: Revisions per Maryland Department of Planning.

(See staff memo, including maps, in the meeting file.) Ms. Maher stated that she has been working with staff to update the maps for changes that the commission discussed and agreed should be made. She asked commission members to review the Medium-Range Growth Area (MRGA) map which reflects where land was added to the MRGA in the Greencastle Pike area and where land was subtracted in the southeast side of the MRGA near I-70. A transit routes map was added per the recommendation of the Maryland Department of Planning which the Planning Commission agreed was important to include. The new map required the addition of a sentence in the paragraph that discusses public transit directing readers to the new map. The Planning Commission had no issues with the transit map. Ms. Wheeler clarified that this was a suggestion by the state.

October 18 Memo:

- Planning Commission was agreeable to including a new figure showing acreages and percentages of Existing Land Uses based on “Map 2-2” and a new figure showing acreages for the categories in “Map 2-3” and “Figure 2-5.”
- Commission members had no concerns about added language on page 4 of the Water Resources Element concerning an explanation of the timing of requests for increase in the appropriation for the Willson Water Treatment Plant (under “Additional Supplies”).
- Per the commission’s direction, the “Introduction” was amended to show that all but the 2008 Plan history was moved to the Appendix.

October 3 Memo:

Ms. Maher wanted to confirm that the changes shown in red in the memo are what the commission discussed and agreed to. Each of the changes was reviewed and the commission had the following comments or changes:

- Under “Economic Development,” fifth bullet point: “The last paragraph on page 3-2 seems inconsistent with references to median household income figures being used to support the statement about wages.” Staff recommended deleting this paragraph; however, the commission wanted to retain it.

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- Under “Housing and Neighborhoods, Owner and Renter Occupancy”: There is a typographical error in the second line. The last word should be “differ” not “defer.”

Ms. Maher will finalize the document and provide the commission with a new copy. Staff is hoping the plan will be ready to recommend to the Mayor and Council at the next meeting.

2017 Text Amendment Package.

Staff and commission members picked up review on Section 2 of the proposed Text Amendments. Staff discussed each amendment and its justification (copy of text amendments is in the meeting file). Planning Commission members had no comments on the proposed amendments in Section 2.

Mr. Bockmiller will provide Sections 3 and 4 in advance of the next meeting. Since the last meeting, Mr. Bockmiller noted that he made changes to Section 1 to reflect the commission’s recommendations (Amendments 1-3 and 1-7).

Board of Zoning Appeals Agenda – November Hearing.

The commission had no comments on the November agenda.

Adjourn. It was moved and seconded that the meeting adjourn (8:45 p.m.)

2/14/2018

Approved



Debra C. Calhoun - Secretary