

Douglas S. Wright, Jr., chair, called the meeting to order at 4:02 p.m., on Wednesday, April 11, 2018, in the Conference Room, Fourth Floor, City Hall. Also present were commission members S. McIntire, J. Stone (late), R. Thomas, and J. Wheeler. The following staff members were present: K. Maher, Director of Planning and Code Administration; S. Bockmiller, Development Planner/Zoning Administrator; M. Flick, Planner; and D. Calhoun, Secretary.

Approval of Minutes:

March 28, 2018 – Regular Meeting.

MOTION: (Thomas/McIntire) I move that we approve the minutes of March 28 as submitted. (Mr. Stone arrived.)

DISCUSSION: None.

ACTION: APPROVED (Abstain - Wheeler)

**Workshop: Valleybrook Drive/Potomac Manor Residual Parcel
Quitclaim/Resubdivision.**

Staff Report: (The staff report is in the meeting file.) The owners of the properties that flank a paper street stub on the east side of Valleybrook Drive have proposed to the City a quitclaim of the right-of-way in order to facilitate the acquisition of the floodplain residue of the Potomac Manor subdivision that is located north of the railroad tracks. The property owners are proposing to acquire the residual land and resubdivide it, their lots, and the street stub paper right-of-way to incorporate parts of the residue into each of their lots that face Valleybrook Drive. The street stub is the only frontage the residue property has so it cannot be abandoned unless the residue is assimilated into an adjoining property. The subject property is all floodplain and not required open space for Potomac Manor which was developed under Washington County regulations prior to annexation.

Given the complexity of this proposal, staff suggested that the two property owners discuss this proposal with the Planning Commission prior to expending funds to create plans and acquire the residual property. A copy of the City's tax map was included in the packet with the residual property highlighted in pink and the existing residential lots highlighted in green. The two property owners plan to divide the residue and incorporate part of it into each of their existing properties.

Commission/Applicant Discussion: Keith Mildenberger and Chris Lewis, the subject property owners were present. Mr. Mildenberger stated that he and Mr. Lewis already own the property. A preliminary simulation of where the property line might be drawn was provided to the commission for discussion purposes. Mr. Mildenberger and Mr. Lewis need to maintain street frontage for this property either by incorporating their share of the subject property into the residential lots that front on Valleybrook Drive and vacating the rear property line or by keeping the public street stub right-of-way.

The new owners do not have any development plans for the property except to keep it as a natural area and an extension of their backyards. Mr. Lewis indicated that they plan to keep the property free of trash that washes downstream and that they will comply with City ordinances. Mr. Bockmiller recommended that Mr. Mildenberger and Mr. Lewis check with the City Engineer to make sure their survey meets City requirements for a quitclaim. Rodney Tissue, City Engineer, stated that a quitclaim would be acceptable as long as the City has access to maintain a drainage easement through the area to be quitclaimed. Mr. Lewis stated that the property was used for hay production up until last year. Mr. Bockmiller said the property could continue to be used for hay production. Mr. Tissue added that developers are always looking for places to plant trees as part of their forest conservation obligation.

Mr. Bockmiller noted that this matter will come back to the commission as a subdivision plat.

Doub Farm – Discussion of Current Efforts to Prepare Site for Development.

Rodney Tissue, City Engineer, was present to update the commission on progress to date with plans for the Doub Farm which was annexed into the City about ten years ago. Mr. Tissue discussed the project and the developer's tentative proposal to gain access to Route 40. Jim Castillo, representing the owners of the Doub Farm, stated that his clients have been working with the State Highway Administration (SHA) and have an approval letter with contingencies for an access scheme to the property.

The proposal is for a continuous flow intersection. A traffic analysis determined that left turns out of the Doub Farm development would be an issue (a live-action traffic flow simulation was provided). Three traffic signals at the intersection would control all traffic. Mr. Castillo added that all the signals heading east out of the city would be synchronized to create breaks in the traffic to help the continuous flow system work more efficiently. Mr. Castillo urged Planning Commission members to experience one of the few systems of this kind in Maryland at Interstate 70 and Route 85 in Frederick.

Mr. Castillo talked about the history of trying to develop this property which has been annexed for approximately ten years. One of the first hurdles is have to have an assurance that the developer can gain access to the state highway (in this case Route 40). That has been his focus. This property could be a mixed-use development with a variety of uses, including residential, which will require a Planned Unit Development (PUD) overlay. Mr. Wright wanted to be certain that existing properties will be allowed to maintain access to Route 40. Mr. Tissue assured Mr. Wright that there will be no change to access due to this development. In answer to a question by Mr. Wright, Mr. Castillo stated that the mosque on Day Road would not be affected by this development. No eminent domain will be involved since the developer owns all the land needed for the access scenario.

Proposed FY 2019 Capital Improvements Program – Recommendation to Mayor and City Council.

Staff Report: (Copy of the staff memo and a summary is in the meeting file.) Ms. Maher highlighted capital improvements projects proposed for FY 2019. Per state law, the Planning Commission must review the CIP to make sure projects are consistent with the City’s Comprehensive Plan.

Each year money is added to the budget for road resurfacing of streets, new sidewalks, and accessibility ramps. The Pangborn Park Lake rehab is a continuing project. Funds were included for neighborhood parks, stormwater management retrofit projects, and the City’s portion of the proposed urban improvements projects.

Commission members had no additional questions, comments, or suggestions except to recommend that the City budget funds to address water pressure issues in the east end of Hagerstown near Interstate 70.

MOTION: (Stone/Thomas) I make a motion that we recommend approval of this to the Mayor and Council, and that the objectives meet the Comprehensive Plan.

DISCUSSION: None.

ACTION: APPROVED (ABSTAIN - McIntire)

Board of Zoning Appeals Agenda – April Hearing.

Mr. Bockmiller requested that the Planning Commission send a letter to the Board of Zoning Appeals authorizing staff and any members of the Planning Commission who may attend the hearing to speak on behalf of the commission on the administrative appeal for 350 East Washington Street.

MOTION: (Stone/Wheeler) I move that we support the Zoning Administrator’s position on the Unger application and authorize staff and any members of the Planning Commission to speak at the BZA hearing.

DISCUSSION: None.

ACTION: APPROVED (Unanimous)

Workshop for a Proposed Car Dealership at 211 South Locust Street.

Staff stated that nothing was received by staff as follow up to the workshop held on March 28 at 211 South Locust Street.

Adjourn.

It was moved and seconded that the meeting adjourn (5:30 p.m.)

5/16/2018

Approved



Debra C. Calhoun - Secretary