

Douglas S. Wright, Jr., chair, called the meeting to order at 4:00 p.m., on Wednesday, March 14, 2012, in the Conference Room, Fourth Floor, City Hall. Also present were commission members M. Brubaker, D. Gysberts (late), D. Miller, R. Thomas, and J. Wheeler. The following staff members were present: K. Maher, Planning Director; S. Bockmiller, Development Planner/Zoning Administrator; A. Rohrbaugh, Planner; M. White, Intern; and D. Calhoun, Secretary.

WORKSHOP MEETING

Introduction of Intern

Mr. Rohrbaugh introduced Michelle White who has been working as an intern with both the Planning Office and the Parks and Engineering Department.

Approval of Minutes: February 29, 2012 - Regular Meeting

Mr. Wright noted that on page 2, the first sentence of the second paragraph should be reworded to indicate that the Planning Commission gave staff the authority to approve a revised lighting plan. Also, on page 5, the last word (“build”) in the second line should be deleted.

MOTION: (Thomas/Brubaker) I move that we accept the minutes as corrected.

DISCUSSION: None.

ACTION: APPROVED (ABSTAIN - Wheeler)

Hub Scrap - 625 North Prospect Street - Transfer Station and Outdoor Warehouse, Site Plan, Case No. ZS-2011-06

Staff Report: This site plan is for the construction of a transfer station/outdoor warehouse facility for the transfer of pre-sorted recyclable metals for shipping to mills by truck or rail. Materials will be brought onto the site, weighed, and then unloaded into bins for temporary storage. Improvements include: 40 x 75-foot storage building; rail scale; truck scale; office trailer; and one rollback dumpster. Storage bins will be constructed of jersey barrier sections. The total lot area of the site is 5.95 acres; however, the proposal shows a disturbed area of approximately 0.6 acres. A waiver is being requested to allow the developer to forego building a dumpster enclosure. Concerning forest conservation, there is no existing forest. The planting requirement is 0.89 acres which the applicant is proposing to meet with 0.15 acres of street trees and fee-in-lieu for 0.74 acres in the amount of \$9,670.

The PRC reviewed this site plan on May 31, 2011. All agencies have approved the site plan, with the exception of the City Engineer and the Planning Office. The City Engineer noted that the entrance to the subject property is partially on an adjacent property (651 North Prospect Street) and recommended that the developer pursue an access easement or agreement with the adjoining property owner so the shared access does not become an issue in the future. Planning Office comments include a notice that payment of all applicable fees and approval and recordation of an easement plat for maintenance of the street trees will be required before final approval of the site plan.

Mr. Bockmiller stated that this is an existing developed site. There are residences and businesses along North Prospect Street in this area. The Western Maryland Railroad is behind this property to the west. Hub Scrap will only have a couple of employees at this location. The entire area is fenced. Technically this site is not adjacent to residential development since there is another lot between the Hub Scrap site and the residential zoning district along North Prospect Street. Staff noted that if the existing industrial ^{buildings} ~~uses~~ on the in-between lot are ever torn down, landscaping will be required on the lot occupied by Hub Scrap. Street trees are being added on the portion of the property that fronts on North Prospect Street to partially offset their forest conservation requirements.

Commission/Applicant Discussion: The commission was concerned about the uncertainty of the entrance for this site. Even though both parcels are owned by the same entity, the front portion could be sold off in the future. The commission wanted to make sure that there are cross-easements in place that will ensure access to this site in the future. Mr. Bockmiller noted that the driveway currently consists of broken-up pavement. According to City Code, it must be a stable, dust-free surface. Mr. Brubaker stated that the developer needs to tighten up the entrance issue in case the owner sells the property to make sure they can still access the site. Tony Dahbura of Hub Scrap stated he would check their lease to make sure they will not lose access to the site if the property is sold. Mr. Bockmiller noted that if the lease does not specify access to the property, language could be added to the street tree easement. Mr. Brubaker said whatever is arranged, the language should be on a document recorded at the court house.

The proposed storage building will be used to store supplies associated with the business. Once the storage building is built, the existing trailers that are being used for storage will be removed. Mr. Miller asked if there will be stockpiles of scrap metal. Mr. Bockmiller said the business plan states that when the bins are full, the contents will be hauled out by rail car. There will be absolutely no processing on the site, although there may be some occasional metal cutting. The City has been it very clear to Hub Scrap that this will not be a scrap yard. Ryan Stottlemyer, vice president of Hub Scrap stated that this facility is a transfer station and is treated as such. Once the bin is filled it must be emptied within ten days. Ms. Maher added that this site will be much different than Maryland Metals since the material will be in bins and not in piles out in the open.

- MOTION:** (Brubaker/Gysberts) I move to approve, pending staff confirmation that there are cross-easements in place in order that the applicant can use the shared driveway and that staff's request for a street tree easement be fully and completely addressed. In addition, the waiver for the dumpster is approved.
- DISCUSSION:** None.
- ACTION:** APPROVED (Unanimous)

Locust and East Avenue Pocket Park - City of Hagerstown, Minor Site Plan, Case No. SA-2011-03

This project is currently going through the minor site plan process for the construction of a park at the property formerly known as 101 East Avenue, zoned R2 (Residential). The City is in the process of removing the two structures on the site. Forest conservation and storm water management regulations do not apply in this case since the disturbed area is less than 5,000 square feet. The plan calls for the construction of brick walls with ornamental fencing along the southern and eastern property lines, playground equipment, internal walking paths and benches. The plan also shows extensive landscaping on the site, including several canopy and understory trees, street trees along North Locust Street, and shrubs along the southern and eastern property lines.

Parks & Engineering staff met with the neighborhood residents in February 2012 to gain feedback on the park design. During that meeting, neighborhood residents expressed a preference for Concept A. The residents also expressed a desire for no external lighting, that the park be closed from dusk until dawn, that the City tightly supervise the park to ensure it is not misused, and to provide means for trash collection and dog litter management. Staff presented the plan and the residents preferences to the Mayor and Council in March, and the Mayor and Council concurred with the residents' recommendations.

Concerning the request for no lighting on the site, Rodney Tissue, City Engineer, stated that once the buildings have been removed, his staff will take light meter readings since the Mayor and Council did have some concerns about the site not being lit at night.. There might be a way to use low-level lighting along the wall to illuminate the property at night. There is some street lighting in the area, but Mr. Tissue did not think the lumens would be sufficient for safety purposes. Mr. Wright said he would like to see some bollard lighting in the heavily vegetated area. Mr. Tissue noted that there will be a gate in the fence that surrounds the playground area, but it will not be locked at night. There will also be a gate in the fence along North Locust Street. This gate will be locked and only opened if maintenance vehicles need to access the site. The residents also want brick walls along the perimeter near the residences. Mr. Brubaker said the

Council would like low lights along East Avenue. Mr. Wright agreed that the street lights will provide sufficient light for the site. Mr. Tissue stated that if the light meter readings warrant additional lighting, wiring will be installed so lighting can be added. A surveillance camera will also be installed. Ms. Maher pointed out that the shrubs along the brick wall will most likely grow tall and bushy at the base, which could create problems like those experienced at the East Franklin Street/Cannon Avenue park with transients camping in such an area. She suggested planting something that not require aggressive pruning if a problem arose.

Mr. Bockmiller informed the commission that the neighborhood residents have chosen the name "Margaret Greenawalt Park" in honor of a local resident who has Civil War significance. An interpretive plaque will be installed to explain Miss Greenawalt's significance to the neighborhood. Mr. Tissue added that the building that is being torn down contained five units. As a result of the demolition, the City is eliminating at least five cars that would have been parked along the street. Ms. Maher said pocket parks are a recommendation of the Comprehensive Plan.

In a related matter, Mr. Tissue discussed the neighborhood meeting, sponsored by the Locust Point Neighborhoods 1st group concerning plans to extend and complete Mill Street as a result of the new Bester Elementary School construction. There was much opposition to the proposal to complete the Mill Street connection to South Mulberry Street. He will provide a copy of the minutes from the meeting as part of the site plan approval. It is possible that a pedestrian link could be created instead of the road.

Board of Zoning Appeals Agenda - March Hearing

Minnich Funeral Home on East Wilson Boulevard has filed a special exception for the funeral home use. This use never applied received a special exception so it is currently a nonconforming use. They are planning an addition and staff recommended that they go for the special exception because it will be easier to expand their business in the future.

Land Management Code Text Amendments

Mr. Bockmiller reported that he has not finished revising the Land Management Code. As a result, he canceled the special meeting scheduled for March 21.

**Planning Commission
MINUTES - Workshop Meeting**

**March 14, 2012
City of Hagerstown, Maryland**

McDonald's - Northern Avenue

Mr. Miller distributed photographs of the McDonald's restaurant site lighting on Northern Avenue. The configuration that was approved as part of the site plan showed the lighting directed downward. Mr. Miller asked that staff address this matter. Mr. Brubaker recalled that the whole point was that the lighting was supposed to be unobtrusive.

Adjourn: It was moved and seconded that the meeting adjourn at 4:48 p.m.

4/11/2012
Date

DC Calhoun
Debra C. Calhoun - Secretary