

Douglas S. Wright, Jr., chair, called the meeting to order at 4:00 p.m., on Wednesday, July 10, 2013, in the Conference Room, Fourth Floor, City Hall. Also present were commission members C. Coleman, D. Miller, J. Stone, and R. Thomas. The following staff members were present: K. Maher, Planning Director; S. Bockmiller, Development Planner/Zoning Administrator; A. Rohrbaugh, Planner; and D. Calhoun, Secretary.

WORKSHOP MEETING

Approval of Minutes: June 12, 2013 - Workshop Meeting.

MOTION: (Miller/Stone) I'll make a motion to approve.
DISCUSSION: None.
ACTION: APPROVED (ABSTAIN: Thomas, Wright)

The Reserve at Collegiate Acres – Phase II, Site Plan, Case No. ZS-2013-02; and Final Plat, Case No. S-2013-03.

Staff Report: Mr. Bockmiller presented the staff report (copy in meeting file). Site plan shows the changes requested by the commission at the concept plan review several months ago. Development will occur on Parcels 4 and 5. Two access points are proposed for Parcel 4: one on Terps Boulevard and the other on Hoosier Court. On Parcel 5 the driveway is centered to create a four-way intersection with Terps Boulevard and Longhorn Court (on Parcel 4). There will be a total of five buildings and 124 units. Public amenities include benches, grills, and picnic tables. In addition, residents will have access to the community center and pool which was part of Phase III. The City will take possession of the open space which will become a public park. The park will have a playground, gazebo, and a half basketball court. Parking for the development meets the ordinance requirements, but there are not too many extra spaces. The leases will require that garages be used for parking and they will not be permitted to be turned into storage areas.

Concerning the site plan, all review agencies have approved with the exception of the Wastewater Division to relocate one sewer cleanout and Soil Conservation District. There are no outstanding comments on the final plat.

Commission/Applicant Discussion: Gordon Poffenberger, Fox & Associates, Inc., was present. The Planning Commission had no questions or concerns. However, Mr. Wright pointed out that a sign has been installed on Maugansville Road directing southbound I-81 traffic to use Terps Boulevard as a means to get back on I-81.

- MOTION:** (Stone/Miller) I move that we approve both the site plan and final plat, contingent upon the two comments from Soil Conservation District and Wastewater Division.
- DISCUSSION:** None.
- ACTION:** APPROVED (Unanimous)

Crime Prevention Through Environmental Design (CPTED) Presentation – Officer Gerry Kendle, Hagerstown Police Department.

Officer Gerry Kendle made a presentation to the Planning Commission at the request of Planning staff so the commission could get an understanding of the program's goals. The Hagerstown Police Department (HPD) is very involved in this initiative, and Officer Kendle has been certified as an advanced CPTED practitioner. CPTED is a globally recognized program that studies why crime occurs. A copy of Officer Kendle's PowerPoint presentation is in the meeting file.

CPTED is based on four key elements:

- Surveillance - Can people look into or out of a location? Visibility of residents and residents' activities are the best crime deterrents. Locating common areas and other activities closer to "unsafe areas" deters crime.
- Access Control - How does traffic flow in and out of a building, property, or neighborhood? Access can be controlled by bushes, dirt berms, large rocks, appropriately designed pathways (natural/environmental); security gates, card readers (mechanical); security guards/booths, resident-only parking permits, resident patrols (organized).
- Territoriality - Defensible space (public, semi-public, semi-private, and private) and maintenance (city codes, fire codes, landscaping and building maintenance, litter control, graffiti removal).
- Activity Support – Are the activities being conducted on a property appropriate for the area? Recreational areas should be used for recreation (volleyball, basketball, tennis); common areas could include BBQ grills, putting greens.

CPTED's "3-D" Concept includes:

- Defined Borders - Is the territory well defined?
- Designed Properly - Is the design appropriate for the intended purposes?
- Designated Purposes - Is the area used for designated purposes?

Increasing residents' ownership and control of an area will ensure a higher likelihood of success with crime prevention. Litter should be picked up and graffiti should be removed promptly. Most new industries and businesses are putting some type of CPTED practices into place.

Mr. Kendle shared a web address for anyone who wants to check crime statistics for an area inside the city (Crimereports.com).

Future Land Use Map Amendments.

Mr. Rohrbaugh reviewed the changes he made as a result of the commission's discussion on June 26 (see memo in meeting file).

- **Area 117 – East Side Oak Hill Avenue** – The stormwater management area has been revised and will continue to be designated as “Medium Density Residential,” the current zoning.
- **Area 122 – 1021-1065 Jefferson Boulevard** – At the last meeting there was a discussion as to whether this area should be designated as “Commercial General” rather than “Medium Density Residential.” Area 122 is located west of the commercial building at the southwest corner of Jefferson and Eastern Boulevards (the scale of the map at the last meeting was too small to detect this). Staff confirmed that Area 122 is zoned RU (Residential Urban) in the County and that the existing land uses are single-family residential dwellings. The Planning Commission decided to keep the CG designation, even though the properties are being used residentially.
- **Area 144 – 17725-17745 Virginia Avenue** – This area has been removed from the list and will remain under the “Commercial General” future land use.
- **Rosewood PUD Area** – At the last meeting, the commission had questions about the area between JFK Drive and Varsity Lane off of Robinwood Drive. Washington County zoning is RS (Residential Suburban). Staff asked if it should remain designated as “Medium Density Residential” or whether it should be designated as “Commercial General” to be consistent with the uses along Robinwood Drive. Commission members observed that the area is probably too small to survive as a meaningful residential district and recommended that the area be designated as “Commercial General.”

Charity and Donation Bins.

Mr. Bockmiller spoke with the commission about possible enforcement tools on the charity and donation bins that are appearing all over the city. The owners of the bins are placing them in areas that are very visible. Staff was not recommending that they be prohibited, but there needs

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to be a way to control them. An informal survey was conducted of other jurisdictions in the region and how other jurisdictions regulate charity donation bins. There are currently seven bins in the Sam's Club parking lot.

The Planning Commission recommended that staff reach out to the property owners where the bins have been placed. It is possible that property owners have not been contacted for permission to place donation bins on properties. Property owners might frown on placement of the bins and ask that they be removed.

Adjourn: It was moved and seconded that the meeting adjourn at 5:25 p.m.

8/14/2013

Date



Debra C. Calhoun - Secretary