

**Minutes
Walkersville Planning Commission
January 27, 2015**

Chairman Lin Snider called the meeting to order at 7:30 p.m. with members Dick Brady, David Ennis, John Zimmerman, Tim Pollak, and Mike Kuster in attendance. Also present was Town Planner Susan Hauver. Member Russ Winch was absent.

1. Election of Officers

Member Kuster made a motion, seconded by Member Zimmerman, to nominate Mr. Lin Snider to be the Chairman of the Commission. Mr. Snider was elected on a vote of 5-0-1 (Snider).

Member Kuster made a motion, seconded by Member Pollak, to nominate Mr. Dick Brady to be the Vice Chairman of the Commission. Mr. Brady was elected on a vote of 5-0-1 (Brady).

Member Brady made a motion, seconded by Member Kuster, to nominate Mr. Tim Pollak to be the Secretary of the Commission. Mr. Pollak was elected on a vote of 5-0-1 (Pollak).

2. Minutes

Member Ennis made a motion, seconded by Member Brady, to approve the minutes of the November 18, 2014 meeting. The motion passed on a vote of 6-0.

3. Public hearing: Ordinance 2014-08 Revisions to Old Town Mixed Use District Regulations

There were no public comments.

Member Ennis made a motion, seconded by Member Brady, to recommend to the Burgess and Commissioners that the ordinance be adopted. The motion passed on a vote of 6-0.

4. Public hearing: Ordinance 2014-09 Nonconforming Uses and Structures

There were no public comments.

Member Brady suggested three minor revisions.

Member Kuster made a motion, seconded by Member Pollak, to recommend to the Burgess and Commissioners that the ordinance be adopted with the suggested amendments. The motion passed on a vote of 6-0.

5. The Glades: Site Improvement Plans

Planner Hauver reviewed the staff report for the proposed improvement plans for The Glades apartment development, located on the west side of Glade Road. Representing the applicant was Mr. Ron Thompson of VanMar Associates. Property owner Mr. Mike Staley was also in attendance.

Planning Commission members noted the following:

- Master meter v. individual water meters: Member Ennis noted that a lot of privately metered water might be lost in a water main break in the 8 inch line surrounding the development. The property owner would be responsible to pay for the water usage.
- In response to a question, applicant Ron Thompson agreed to place a clay liner in the open channel along the back property line.
- Mr. Thompson also clarified that they plan to use a clay liner instead of a synthetic liner in the stormwater management pond.

- Mr. Ennis expressed concern that the playground might not be built to meet the ADA standards. Mr. Thompson agreed to add a note that states that the playground shall meet ADA standards.
- Mr. Brady noted from the staff report that a wellhead protection ordinance application needed to be filed. Mrs. Hauver said that she would check to see if one had been submitted early in the site plan process as suggested by Mr. Thompson.
- Mr. Brady asked when the property would be subdivided off the farm. Ms. Hauver said that the plat could be considered by the Commission in the next few months.
- Mr. Brady asked about street numbers. Mr. Thompson said that Frederick County would require that the street addresses be marked at the entrance to the property.
- Mr. Brady asked about the lack of a fire hydrant to the rear of the buildings. Mr. Thompson said that all the buildings were within 200 feet of a fire hydrant, which is adequate.
- Mr. Brady asked that the SHA sketch of sidewalk ramps perpendiculars on page 4 be replaced with something readable.
- Mr. Brady asked about the formation of a condominium association. Mr. Thompson said that at this point in time, the owner planned to lease the units rather than sell them. He agreed to add a note stating that a condominium association must be formed before any of the units can be sold.
- Mr. Brady suggested that the light in the middle of the site be shorter for aesthetic reasons. Mr. Thompson said that the taller light was necessary to spread light further.
- Mr. Brady and Mr. Ennis noted that the symbols on the landscaping plan for two plants near the dumpster were incorrect. Mr. Thompson agreed to correct the plan.
- Commission members agreed that if the Town wants water meters for the individual units, the water line on the property should be a public line. An easement should be shown on the plan. Mrs. Hauver said that she would get an answer from the Burgess and Town staff and also consult with the Town engineer.

Member Brady made a motion, seconded by Member Zimmerman, to approve the improvement plans for The Glades with the condition that the items discussed would be addressed to the satisfaction of staff and that a public water line extend to the water meter or meters serving the property. The motion passed on a vote of 6-0.

6. Parkside: Preliminary Subdivision Plan

Planner Hauver reviewed the staff report for the proposed preliminary subdivision plan for the Mill Run development, located off Pennsylvania Avenue near the railroad tracks. Representing the applicants were Mr. Andrew Brown of J.F. Brown Associates and Mr. Noel Manalo of Miles & Stockbridge.

Mr. Brown addressed comments in the staff report and discussed issues with the Commission members.

- With regard to the curve in the road (tangent length that does not meet the standard set forth in the Design Manual), Mr. Brown said that the curve allows for

a longer deceleration lane on Biggs Ford Road and won't matter given the speed of the road.

- With regard to the sanitary sewer easement on Lot 8, Commission members suggested that the line parallel the property line as closely as possible.
- Commission members discussed Lots 16, 17 and 18 with regard to the street frontage requirements. Mr. Snider said that the 50 foot road frontage requirement was added to ensure that there would be on-street parking available in cul-de-sacs. He wanted to see the standard met along the cul-de-sac, not just on Biggs Ford Road.

Mr. Brady suggested that additional frontage could be provided by narrowing the frontage of the stormwater management lot.

The possibility of allowing the lots to gain access from Biggs Ford Road was discussed. Commission members were opposed to the idea.

- With regard to road improvements along Biggs Ford Road, Mr. Brown noted the expense and permitting that would be required to improve the short section that falls within the FEMA 100 year floodplain. He said that the developer could not afford the cost or time it would take. He felt that whatever development triggers culvert improvements should be responsible for improving the full section.
- The breaks in the sidewalk between the bridge over the creek and Kenneth Drive that would be left after the development was completed were mentioned: in the floodplain area, along the Foley lot and along Lot 1 of the Kenneth Drive development. It was suggested that the owners of the two lots be contacted and an attempt be made to build a continuous sidewalk. Mr. Brown asked if another material, such as asphalt millings could be used for the sidewalk in the floodplain instead of concrete.
- Commission members were opposed to the community gardens on the plan. They suggested that the area be graded for an informal playing field instead. It was suggested that the area be dedicated to the Town and added to the Walkersville Community Park.
- Mr. Brady suggested that the walking path extending from the development to Community Park be moved to the other side of the butterfly garden to be further removed from Lot 11 on Kenneth Drive.
- It was suggested that the widened section of Biggs Ford Road would be more suitable for a school bus stop than the current stop at the Kenneth Drive intersection.
- Commission members expressed concern about all the stormwater that currently drains onto this property from properties to the north. Mr. Brown acknowledged that the drainage area was large. Mr. Brady suggested that the drainage area in the backs of Lots 4 through 8 be extended to Lots 1, 2 and 3.
- Commission members asked Town staff to consult with the Town attorney as to the interpretation of the 50 foot road frontage requirement.

Member Kuster made a motion, seconded by Member Brady, to continue consideration of the preliminary plan to the February 24, 2015 meeting. The motion passed on a vote of 6-0.

7. Ordinance 2014-07 Fences, review in light of Commissioner comments

Planner Hauver noted that the Town Commissioner Weddle wanted the Town to allow 8 foot fences in any zoning district subject to Planning Commission approval. She noted

that in certain circumstances a taller fence might be warranted for security or other reasons.

Commission members expressed hesitation about allowing such fences, especially in residential areas. They suggested perhaps they could be allowed by special exception subject to Board of Appeals approval. They suggested that staff develop wording to that effect.

8. Announcements

Mr. Brady noted that the Town should require developers and/or property owners to contact their neighbors about their development plans.

There being no other business, the meeting was adjourned at 10:00 p.m.

Respectfully submitted,

Susan J. Hauver