

**Planning Commission Hearing Minutes**  
**DATE: January 09, 2017**

PC MEMBERS	PC MEMBERS ABSENT	STAFF PRESENT
Barbara Nicklas - Chair		Gabrielle Collard, Division Manager of Current Planning
Arlene Perkins – Vice Chair		Cherian Eapen, Traffic Engineer
Ron Burns		Scott Waxter, Assistant City Attorney
Kelly Russell – Alderman & Secretary		Jessica Murphy, Administrative Assistant
Katie Isaac		
Alan Imhoff – Alternate		

**I. ANNOUNCEMENTS:**

Ms. Collard advised that the workshop agenda and staff summaries are available on the City of Frederick website and workshop will be held Tuesday, January 17<sup>th</sup> due to the holiday on Monday, January 16<sup>th</sup>.

Ms. Collard also advised that the Planning Department will be holding a public information meeting at the Municipal Annex building at 140 W. Patrick Street on Thursday, January 12<sup>th</sup> at 7pm to present and discuss the application for the rezoning of the Visitation Academy on West 2<sup>nd</sup> Street. Ms. Collard also noted that it will be presented to NAC 11 on Tuesday, January 17<sup>th</sup> which meets on the 2<sup>nd</sup> floor of Brewers Alley.

**II. APPROVAL OF MINUTES:**

Approval of the **December 12, 2016** Planning Commission Minutes as amended:

**MOTION: Commissioner Perkins**

**SECOND: Commissioner Imhoff**

**VOTE: 5-0. (Commissioner Isaac Abstained)**

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Approval of the **December 19, 2016** Workshop Minutes as amended:

**MOTION: Commissioner Isaac** moved to continue approval of the minutes until the February Planning Commission hearing

**SECOND: Commissioner Perkins**

**VOTE: 5-0.**

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January 6, 2017 minutes were improperly voted on and will be reviewed for action at the February Planning Commission hearing.

**III. PUBLIC HEARING-SWEARING IN:**

*“Do you solemnly swear or affirm that the responses given and statements made in this hearing before the Planning Commission will be the whole truth and nothing but the truth.” If so, answer “I do”.*

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**IV. PUBLIC HEARING-CONSENT ITEMS:**

(All matters included under the Consent Agenda are considered to be routine by the Planning Commission. They will be enacted by one motion in the form listed below, without separate discussion of each item, unless any person present – Planning Commissioner, Planning Staff or citizen -- requests an item or items to be removed from the Consent Agenda. Any item removed from the Consent Agenda will be considered separately at the end of the Consent Agenda. If you would like any of the items below considered separately, please say so when the Planning Commission Chairman announces the Consent Agenda.)

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**V. CONTINUANCES:**

**A. PC16-981ZTA, Zoning Text Amendment, Subdivision Regulations**

**PLANNING COMMISSION ACTION:**

**MOTION:** Commissioner Perkins moved to continue for 30 days PC16-981ZTA, Zoning Text Amendment, Subdivision Regulations

**SECOND:** Commissioner Isaac

**VOTE:** 5-0.

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**B. PC16-790FSI, Final Site Plan, Royal Farms, Riverside Lot 206**

**PLANNING COMMISSION ACTION:**

**MOTION:** Commissioner Perkins moved to continue for 30 days for PC16-790FSI, Final Site Plan, Royal Farms, Riverside Lot 206

**SECOND:** Commissioner Isaac

**VOTE:** 5-0.

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**VI. NEW BUSINESS**

**C. PC16-439PSU, Preliminary Subdivision Plat, Tuscarora Creek**

Ms. Collard entered the entire staff report into the record. There was no public comment on this item.

**PLANNING COMMISSION ACTION:**

**MOTION:** Commissioner Perkins moved to approve the modification to the minimum lot frontage standards for Lots 479-481, 490-492 and 493 in accordance with Section 16.10 of the 1986 Zoning Ordinance finding that the lots are not located along a collector or arterial roadway and that the lots meet the minimum frontage standards at the Building Restriction Line.

**SECOND:** Commissioner Burns

**VOTE:** 5-0.

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**PLANNING COMMISSION ACTION:**

**MOTION:** Commissioner Burns moved for conditional approval of PC16-439PSU for the Tuscarora Creek PND preliminary subdivision plat revisions based on consistency with the approved master plan, the 2010 Comprehensive Plan, and all of the applicable sections of the Land Management Code and 1986 Zoning Ordinance subject to the following conditions:

1. The Applicant obtain approval from both the City and Frederick County for all road names.
2. A note be placed on the plan that would cause the Applicant to connect to the neighboring property opposite the possible dog park from either Copeland Road or Copeland Court.

**SECOND:** Commissioner Perkins

**VOTE:** 5-0.

**Meeting approximately adjourned at 6:30pm**

Respectfully Submitted,

Jessica Murphy  
Administrative Assistant