

Planning Commission Hearing Minutes
DATE: March 12, 2018

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

I. ANNOUNCEMENTS:

Ms. Collard advised the Planning Commission and the public that the Maryland Department of Planning will hold a Listening Session in Frederick County to discuss a new State development plan and that citizens are encouraged to attend the meeting on Tuesday, March 13 @ 7:30 pm at Winchester Hall, 12 East Church Street.

HPC planning staff is holding a meeting Tuesday March 27th, 6pm at the Municipal Annex Building, 140 W. Patrick Street to discuss the findings of a grant funded project that's been researching Historic resources along E. Patrick St., Pennsylvania Ave. and Franklin St.

Ms. Collard also wanted to recognize Grace Bogdan on her exceptional achievements with the City of Frederick as she has accepted a position with Maryland National Capital Parks and Planning and will be starting with them later this month.

II. APPROVAL OF MINUTES:

Approval of the **February 12, 2018** Planning Commission Meeting Minutes as amended:

MOTION: Commissioner Perkins

SECOND: Commissioner Imhoff

VOTE: 5-0.

Approval of the **February 19, 2018** Planning Commission Workshop Minutes as amended:

MOTION: Commissioner Perkins

SECOND: Commissioner Burns

VOTE: 4-0. (Commissioner Imhoff Abstained)

Approval of the **March 9, 2018** Pre-Planning Commission Minutes as amended:

The field trip minutes were continued for counsel to review voting guidelines.

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”.

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.)

V. CONTINUANCES:

None

VI. MISCELLENEOUS:

None

VII. NEW BUSINESS:

A. PC13-195-01, Architecture Review, Kellerton Land Bay A

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

PLANNING COMMISSION ACTION:

MOTION: Commissioner Perkins moved for approval of the elevations for the single family detached units, including the neo traditional single family and the traditional front loaded single family for Land Bay A as it meets section 604 of the LMC which includes confirmation with the urban design standards for single family dwellings PC13-195-01.

SECOND: Commissioner Imhoff

VOTE: 5-0

Meeting approximately adjourned at 6:20 pm

Respectfully Submitted,

Jessica Murphy
Administrative Assistant

APPROVED 04/09/2018