

Planning Commission Hearing Minutes
Date: March 9, 2020

PC MEMBERS	PC MEMBERS ABSENT	STAFF PRESENT
Barbara Nicklas – Chair Ron Burns – Vice Chair Kelly Russell – Alderman & Secretary Joan Strawson Dorothy Menelas	Patrick Campbell- Alternate Member	Gabrielle Collard, Division Manager of Current Planning Scott Waxter, Assistant City Attorney Marshall Brown, City Planner Jessica Murphy, Administrative Assistant Cherian Eapen, City Traffic Engineer

I. CALL TO ORDER:

II. ANNOUNCEMENTS:

Ms. Collard made the following announcements about upcoming events and opportunities:

- Materials for the Monday March 16, 2020 Planning Commission Workshop are available online.
- The City of Frederick Planning Commission will host an additional special workshop to continue the drafting of the 2020 Comprehensive Plan. The plan, which is being informed by public input from two questionnaires and stakeholder and community meetings, guides how The City of Frederick will develop. The purpose of the workshops is to discuss the draft plan and accept public comment.
- Marshall Brown’s last day with the Planning Department will be March 26, 2020. He’s accepted a position in Loudon County.

III. APPROVAL OF MINUTES:

Approval of the **February 10, 2020** Planning Commission Meeting Minutes as amended:

MOTION: Commissioner Strawson

SECOND: Commissioner Menelas

VOTE: 5-0.

Approval of the **February 18, 2020** Planning Commission Workshop Meeting Minutes as amended:

MOTION: Commissioner Burns

SECOND: Commissioner Strawson

VOTE: 5-0.

Approval of the **March 6, 2020** Pre-Planning Commission Meeting Minutes as amended:

MOTION: Commissioner Strawson

SECOND: Commissioner Menelas

VOTE: 5-0.

IV. PUBLIC HEARING-CONSENT ITEMS:

(All matters included under the Consent Agenda are 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.)

A. PC19-1212PSU, Preliminary Plat, Kellerton Land Bay B

PLANNING COMMISSION ACTION:

MOTION: Commissioner Burns motioned for unconditional approval of the preliminary plat, PC19-1212PSU, to remove an outlot previously reserved for a sewer pump station as depicted on the subject plat finding that the plat complies with Article 5 of the LMC, that it is consistent with the Comprehensive Plan, and that the site will be adequately served by public facilities.

SECOND: Commissioner Strawson

VOTE: 5-0.

V. CONTINUANCES:

B. PC19-1222FSCB, Combined Forest Stand Delineation and Preliminary Forest Conservation Plan

PLANNING COMMISSION ACTION:

MOTION: Commissioner Strawson motioned for a 90-day continuance to the June 8, 2020 Planning Commission meeting.

SECOND: Commissioner Menelas

VOTE: 5-0.

VI. MISCELLANEOUS:

C. PC13-195-03PND, Architectural Review, Kellerton

PLANNING COMMISSION ACTION:

MOTION: Commissioner Burns motioned to approval of PC13-195-03PND, architectural elevations and model types for the neo-traditional detached single family dwelling units and attached villa units per the requirements of LMC Section 604, Building and Urban Design Standards, for the Kellerton Planned Neighborhood Development (PND), Land Bay B.

SECOND: Commissioner Menelas

VOTE: 5-0.

VII. OLD BUSINESS: None

VIII. NEW BUSINESS:

D. PC19-1293FSI, Final Site Plan, 311 W. South Street Condominium

Ms. Shelly of 313 W. South Street advised she is opposed to the application and advised that the parking pad was not rented for over 15 years and has only been rented for the last 2 years. She is also concerned about the increased vehicle traffic.

PLANNING COMMISSION ACTION:

MOTION: Commissioner Burns moved to deny the modification to Section 601, Table 601-2, of the LMC concerning access separation standards finding:

1. That the modification will be contrary to the purpose and intent of the Code in that new driveways are prohibited on arterial streets and that construction of a two-family dwelling will alter the manner of use of the existing nonconforming, thereby subjecting it to the applicable regulations.
2. That the modification is not consistent with the Comprehensive Plan, specifically Transportation Element TE Policy 3, to preserve and enhance the transportation capacity and multi-modal travel on local collector, and arterial routes that serve the City of Frederick; and
3. That there are no features of the design or architecture that compensate for the potential pedestrian and vehicular hazards created by continued use of the driveway under the new development proposal.

SECOND: Commissioner Strawson

VOTE: 5-0.

PLANNING COMMISSION ACTION:

MOTION: Commissioner Burns moved to approve the modification to Section 803(g), of the LMC concerning residential driveways and parking areas finding that;

1. That the modification will not be contrary to the purpose and intent of the Code.
2. That the modification is consistent with the Comprehensive Plan; and
3. The application includes compensating design or architecture features so as to meet overall objectives of the particular requirement.

SECOND: Commissioner Strawson

VOTE: 4-1. (Alderman Russell Opposed)

PLANNING COMMISSION ACTION:

MOTION: Commissioner Strawson moved to deny the final site plan PC19-1293FSI finding that the plan doesn't comply with the applicable sections of Articles 6.

SECOND: Commissioner Menelas

VOTE: 5-0.

- E. **PC19-1281ZTA, Zoning Text Amendment, Section 404, Table 404-1, Professional Business (PB) District**

PLANNING COMMISSION ACTION:

MOTION: Commissioner Burns moved to support a positive recommendation to the Mayor and Board of Aldermen for the proposed amendments to Section 404, Table 404-1 as drafted by the Applicant.

SECOND: Commissioner Strawson

VOTE: 5-0.

F. PC20-116ZMA, Zoning Map Amendment, 48 E. Patrick Street

PLANNING COMMISSION ACTION:

This is the first of two required public hearings.

G. PC20-117ZMA, Zoning Map Amendment, 54 E. Patrick Street

PLANNING COMMISSION ACTION:

This is the first of two required public hearings.

H. PC20-102ZMA, Zoning Map Amendment, 100 and 102 E. Patrick Street

PLANNING COMMISSION ACTION:

This is the first of two required public hearings.

Meeting approximately adjourned at 7:00 pm

Respectfully Submitted,

Jessica Murphy
Administrative Assistant