

**Planning Commission Hearing Minutes**  
**Date: April 12, 2021**

<b>PC MEMBERS</b>	<b>PC MEMBERS ABSENT</b>	<b>STAFF PRESENT</b>
Barbara Nicklas – Chair Kelly Russell – Alderman & Secretary Joan Strawson Dorothy Menelas Shannon Sperati- Alternate Member		Gabrielle Collard, Division Manager of Current Planning Joe Adkins, Deputy Director of Planning & Community Development Sherry Kelly, Planner II Pam Reppert, Planner III Charles Morrison, Planner I Jessica Murphy, Administrative Assistant Cherian Eapen, Traffic Engineer Scott Waxter, Assistant City Attorney

**I. CALL TO ORDER:**

**II. ANNOUNCEMENTS:**

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

- Planning Commission Workshop Monday, April 19, 2021 items are available on the City of Frederick website.
- The M&B Hearing to adopt the 2020 comprehensive plan is April 5<sup>th</sup>.
- ZBA has a vacancy for an alternate and the City will be accepting applications until April 23<sup>rd</sup>.

**III. APPROVAL OF MINUTES:**

Approval of the **March 8, 2021** Planning Commission Meeting Minutes as amended:

**MOTION:** Commissioner Menelas  
**SECOND:** Commissioner Strawson  
**VOTE:** 5-0.

Approval of the **March 15, 2021** Planning Commission Workshop Meeting Minutes as amended:

**MOTION:** Commissioner Strawson  
**SECOND:** Commissioner Sperati  
**VOTE:** 5-0.

Approval of the **April 9, 2021** Planning Commission Pre-Planning Meeting Minutes as amended:

**MOTION:** Commissioner Menelas  
**SECOND:** Commissioner Sperati  
**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.)

---

**V. CONTINUANCES:**

**A. PC19-987ANX, Annexation, Winpenny Tell Property**

**PLANNING COMMISSION ACTION:**

**MOTION:** Commissioner Strawson moved to approve a continuance to the June 14, 2021 Planning Commission hearing.

**SECOND:** Commissioner Sperati

**VOTE: 5-0.**

---

**B. PC21-200MU, Architectural Review, Monocacy Center Lot 6**

**PLANNING COMMISSION ACTION:**

**MOTION:** Commissioner Strawson moved to approve a continuance to the May 10, 2021 Planning Commission hearing

**SECOND:** Commissioner Sperati

**VOTE: 5-0.**

---

**VI. MISCELLANEOUS:**

**C. PC13-195-05PND, Architectural Review, Kellerton Land Bay B**

**PLANNING COMMISSION ACTION:**

**MOTION:** Commissioner Strawson moved for approval of the architectural elevations and model types for the Hayward townhouse model.

**SECOND:** Commissioner Menelas

**VOTE: 5-0.**

---

**VII. OLD BUSINESS: None**

---

**VIII. NEW BUSINESS:**

**D. PC20-810PSU, Preliminary Plat, Tuscarora Creek Planned Neighborhood Development (PND)**

**PLANNING COMMISSION ACTION:**

**MOTION:** Commissioner Menelas moved for approval of the modification to Section 601, Table 601-2 of the LMC to allow for single family access drives for Lots 831-835 to be located on a Collector road.

**SECOND:** Commissioner Strawson

**VOTE: 5-0.**

---

**PLANNING COMMISSION ACTION:**

**MOTION:** Commissioner Strawson moved for approval of the revised preliminary plat, PC20-810PSU, for the Tuscarora Creek PND finding that it complies with Article 5 of the LMC, is consistent with the Comprehensive Plan and the approved master plan, and that the site will be adequately served by public facilities with the following conditions:

1. Address the comments from the County's Division of Water and Sewer Utilities (DUSWM) March 29, 2021.
2. Address the Fire Protection Engineer comments dated March 3, 2021.
3. Delete the note that reads "A CONNECTION TO THE NEIGHBORING PROPERTY VIA EITHER COPELAND ROAD OR COPELAND COURT SHALL BE REQUIRED IN THE FUTURE."
4. To Revise the vicinity map to correctly portray Christophers Crossing.

**SECOND:** Commissioner Menelas

**VOTE: 5-0.**

---

**E. PC21-09FSI, Final Site Plan, Tuscarora Creek Planned Neighborhood Development (PND) Phase 6 Townhouses**

**PLANNING COMMISSION ACTION:**

**MOTION:** Commissioner Menelas moved for approval of the final site plan, PC21-09FSI, for 36 townhouse units in the Tuscarora Creek PND and that plan complies with all of the applicable criteria of Articles 4, 5, 6, 7, 8, and 12 of the LMC, that it is consistent with the Comprehensive Plan, the approved master plan and preliminary plat, and that the site will be adequately served by public facilities with the following conditions:

1. Correct Note 4 on page one to reflect the correct number of 3 parking spaces.
2. Add a note stating that a site plan enforcement agreement will be executed prior to building permit issuance.
3. Address the comments from County's Division of Water and Sewer Utilities (DUSWM) dated March 29, 2021.
4. Address the Fire Protection Engineer comments dated March 3, 2021.

**SECOND:** Commissioner Sperati

**VOTE:** 5-0.

---

**F. PC20-88ZMA, Zoning Map Amendment, Highland Trail**

**PLANNING COMMISSION ACTION:**

This is the first of two required hearings.

---

**G. PC20-89MU, Master Plan, Highland Trail**

**PLANNING COMMISSION ACTION:**

This is the first of two required hearings.

---

Meeting approximately adjourned at 8:05 pm

Respectfully Submitted,

Jessica Murphy  
Administrative Assistant