

Planning Commission Hearing Minutes
Date: July 11, 2022

PC MEMBERS	PC MEMBERS ABSENT	STAFF PRESENT
Barbara Nicklas – Chair Joan Strawson – Vice Chair Ronald Beattie – Secretary Dorothy Menelas Ben MacShane, Alderman		Gabrielle Collard, Division Manager of Current Planning Scott Waxter, Assistant City Attorney Sherry Kelly, Planner II Jennifer Van de Griek, Administrative Assistant Cherian Eapen, Traffic Engineer

I. CALL TO ORDER:

II. ANNOUNCEMENTS:

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

- Planning Commission Workshop will be Monday, July 18th at 2pm, in-person, items will be available on the City of Frederick website.
- The Citywide Planning Division Community Outreach Meeting is also Monday, July 18th, at 6pm.
- There are vacancies on both the Planning Commission and the Historic Preservation Commission. Information is available on the website.

III. APPROVAL OF MINUTES:

Approval of the **June 13, 2022**, Planning Commission Meeting Minutes:

MOTION: Commissioner Strawson

SECOND: Commissioner Menelas

VOTE: 4-0.

Approval of the **June 21, 2022**, Planning Commission Workshop Minutes

MOTION: Commissioner Strawson

SECOND: Commissioner Beattie

VOTE: 4-0.

Approval of the **July 8, 2022**, Planning Commission Pre-Planning Commission Meeting Minutes

MOTION: Commissioner Strawson

SECOND: Commissioner Beattie

VOTE: 4-0.

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. PC21-1010PND, Master Plan, Grove Hill Planned Neighborhood Development (PND)

PLANNING COMMISSION ACTION:

MOTION: Commissioner Strawson moved for approval of a continuance to the September 12, 2022 Planning Commission hearing.

SECOND: Commissioner Menelas.

VOTE: 5-0.

VI. OLD BUSINESS:

B. PC21-641FSI, Final Site Plan, Overlook East (Wayside Apartments)

PLANNING COMMISSION ACTION 1:

MOTION: Commissioner Strawson moved for a modification to Section 420-5 Design Guidelines Requirements to allow for cementitious siding between 30' and 40' above the ground, with an exception to allow cementitious siding at the six circulation towers above 10'.

SECOND: Commissioner Beattie.

VOTE: 5-0.

PLANNING COMMISSION ACTION 2:

MOTION: Commissioner Beattie moved for approval of a modification to Section 420-5 Design Guidelines Requirements which requires that the base level on creek and street facing elevations consist primarily of stone masonry piers, storefront units, glazing, canopies, awnings, and one or more accent materials in order to have a base comprised primarily of brick with storefront doors at the entry and windows.

SECOND: Commissioner Menelas.

VOTE: 5-0.

PLANNING COMMISSION ACTION 3:

MOTION: Commissioner Menelas moved for approval of a modification to Section 420-5 Design Guidelines Requirements to eliminate the primary entrance off the Carroll Creek side for Building B.

SECOND: Commissioner Strawson.

VOTE: 5-0.

PLANNING COMMISSION ACTION 4:

MOTION: Commissioner Strawson moved for approval of a Certificate of Architectural Compliance for PC21-641FSI with the following conditions to be met:

1. Building A North Elevation, A-1 (2) is missing label S-1 on the second and third floors.
2. Provide in the materials legends the intended styles and colors as available to reflect the renderings as presented.
3. The architectural elevations must be revised so that all building elevations are consistent in material and rhythm with South Elevation A1-3.

SECOND: Commissioner Menelas.

VOTE: 5-0.

VIII. NEW BUSINESS:

C. PC21-350FSI, Final Site Plan, EastPark, Lots 3 and 4

PLANNING COMMISSION ACTION 1:

MOTION: Commissioner Beattie moved for approval of a modification to Section 607(e)(2), Parking Area Lighting, to allow light spillover beyond the property lines.

SECOND: Commissioner Menelas.

VOTE: 5-0.

PLANNING COMMISSION ACTION 2:

MOTION: Commissioner Strawson moved for approval of the Final Site Plan, PC21-350FSI, for EastPark Lots 3 and 4, with the following conditions to be met:

1. Add a note to the plan stating that occupancy of tenant spaces within Buildings B and C on Lot 4 will be determined based on the zoning district in which the tenant space is located and any tenant spaces that are located within both the M1 and GC zone will be limited to those uses that are permitted in both the GC and M1 districts in accordance with LMC Section 404, Table 404-1, the *Use Matrix*.
2. Add the requirements for street trees on local roads (Lindley Road and EastPark Way) to both of the landscape plans and add the street trees required/provided for each lot.
3. Correct the landscape plan for Lot 3 to state that it is entirely within the GC district, remove the M1 references, and update calculations accordingly.
4. Correct Note 7 for the stormwater management approval to 6/5/21.
5. Note 8-Add the approval date for the preliminary forest conservation plan (PC21-352PFCP) which is 6/23/22.
6. Note 8-add the approval date for the parking lot lighting modification.
7. Note 12-add the approval dates for the preliminary plat and forest plan.
8. Note 13-add the provisional approval date for the CAPF-Roads.
9. Sign the Surveyor's Certification.

SECOND: Commissioner Menelas.

VOTE: 5-0.

D. PC21-351FSI, Final Site Plan, EastPark Lot 5

PLANNING COMMISSION ACTION 1:

MOTION: Commissioner Beattie moved for approval of a modification to Section 607(e)(2), Parking Area Lighting, to allow light spillover beyond the property lines.

SECOND: Commissioner Menelas.

VOTE: 5-0.

PLANNING COMMISSION ACTION 2:

MOTION: Commissioner Strawson moved for approval of the Final Site Plan, PC21-351FSI, for EastPark Lot 5, with the following conditions to be met:

1. Add the survival rates for the Level IV buffer to the landscape plan.
2. Add the total street trees required and proposed for the local streets to the landscape plan.
3. Correct Note 7 for the stormwater management approval to 6/5/21.
4. Note 8-Add the approval date for the preliminary forest conservation plan (PC21-352PFCP) which is 6/23/22.
5. Note 8-add the approval date for the parking lot lighting modification.
6. Note 12-add the approval dates for the preliminary plat and forest plan.
7. Note 13-add the provisional approval date for the CAPF-Roads.

SECOND: Commissioner Beattie.

VOTE: 5-0.

E. PC21-710ZTA, Article 4, Section 405, Maximum Building Height PB Zoning District

PLANNING COMMISSION ACTION:

MOTION: Commissioner Strawson moved for a recommendation from the Planning Commission to the Mayor and Board for approval of the proposed text amendment pertaining to the Dimensional and Density Regulations; more specifically to increase the maximum building height in the Professional Business (PB) zoning district from 45' to 60'.

SECOND: Commissioner Menelas.

VOTE: 5-0.

Meeting approximately adjourned at 8:45 pm.

Respectfully Submitted,

Jennifer Van de Griek
Administrative Assistant