

TOWN OF EMMITSBURG PLANNING COMMISSION

MEETING OF OCTOBER 29, 2018

ATTENDING: Keith Suerdieck, Chairman; Joyce Rosensteel, Secretary; Frank Davis, Mark Long, Town Commissioner Glenn Blanchard

STAFF: Zachary R. Gulden, MPA, Town Planner

1. Meeting called to order by Chairman Keith Suerdieck at 7:30 pm.
2. Pledge of Allegiance.

3. OPENING STATEMENT: Mayor Don Briggs introduced and welcomed Mark Long to the Planning Commission and welcomed Glenn Blanchard as the new Town Commissioner liaison to the Planning Commission. Chair Suerdieck also welcomed Mark and Glenn to the commission.

Chair Suerdieck noted the resignation of long time Planning Commission member, John Howard.

4. DISPOSITION OF MINUTES: The minutes of the September 18, 2018 meeting were approved with a correction. On second page of minutes where it said, "John Suerdieck", it was changed to "John Howard". Motion to approve was made by Frank Davis and seconded by Mark Long. Unanimous approval.

5. OLD BUSINESS: None

6. NEW BUSINESS:

A. Vote for a new Vice-Chairperson for remainder of 2018. Frank Davis was nominated for Vice-Chair by Glenn Blanchard and Frank was unanimously approved.

B. Resignation of Joyce Rosensteel as Secretary. The Chair noted that a letter was received from Joyce requesting to resign as Secretary. Glenn Blanchard made a motion to accept Joyce's resignation and it was seconded by Frank Davis. Motion was unanimously approved.

C. Vote for new Secretary for remainder of 2018. Mark Long was nominated for Secretary by Glenn Blanchard and Mark was unanimously approved.

Chair Suerdieck noted that the new Vice-Chair and Secretary will serve until new officer elections are held at the meeting in January 2019.

D. Preliminary Subdivision Plat of Section 3 – Lots 3 & 4 for Silo Hill. Town Planner, Zachary Gulden, gave an overview of this project. Lee Royer, of R. Lee Royer and Associates, represented the applicant and provided further details of the project.

Frank Davis moved to conditionally approve the Preliminary Subdivision Plat of Section 3 – Lot 3 & 4 for Silo Hill. Mark Long seconded. The motion was unanimously approved.

The following conditions shall be addressed before the submission of a Final Plat:

1. The total area of the existing tract is 7.0468 acres, according to Frederick County tax records and the Revised Subdivision Plat, Section 3-Lot 2 for Silo Hill. The proposed area for Lot 3 is shown to be 0.912 acres, Lot 4 is 2.000 acres and the Remainder North Lot is 4.140 acres, which equals 7.052 acres. The applicant shall correct the total area for this plat to 7.0468 acres and adjust the proposed lot's acreage.
2. The applicant shall include an existing condition's page with the plat in accordance with Section 16.24.020.A. of the Town of Emmitsburg's Codified Ordinances.
3. The applicant shall include a key that outlines all existing and proposed utilities in accordance with Section 16.24.020.D. of the Town of Emmitsburg's Codified Ordinances.
4. The applicant shall include topographic contours at five-foot intervals. Contours shall extend 100 feet beyond the subdivision boundary except across public roadways in accordance with Section 16.24.030.B. of the Town of Emmitsburg's Codified Ordinances.
5. Locations, widths, and names of all existing roads, streets, alleys, or other public ways within or adjoining the subdivision or intersecting any street that bounds it including those recorded but unimproved (shown by dotted lines), railroad, utility, or other rights-of-way or easements, parks and other

public spaces, subdivisions, lots, and property lines; corporate lines and the locations and outlines of permanent buildings shall be shown on the plan in accordance with Section 16.24.030.D. of the Town of Emmitsburg's Codified Ordinances.

6. A description of the proposed use of the property shall be shown on the Plan in accordance with Section 16.24.040.G. of the Town of Emmitsburg's Codified Ordinances.

7. PUBLIC COMMENT: Carmen Limparis, of Main Street, shared some concerns about the work being done on Main Street in front of her house. These included a lack of a yellow line at the fire hydrant, the tree that is to be planted and some crumbling of her house foundation.

8. A motion to Adjourn the meeting was made by Frank Davis and seconded by Glenn Blanchard. Meeting was adjourned at approximately 8:00 pm.

Submitted by Mark Long, Secretary