

TOWN OF EMMITSBURG PLANNING COMMISSION

MEETING MINUTES of FEBRUARY 24, 2020

ATTENDING: Keith Suerdieck, Chairman; Mark Long, Vice Chair; Joyce Rosensteel and Joe Ritz, Town Commissioner liaison.

ABSENT: Bernard Franklin, Secretary

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: None.

4. DISPOSITION OF MINUTES: A motion to approve the Minutes of January 27, 2019 was made by Joyce with a second by Joe. The Minutes were unanimously approved.

5. OLD BUSINESS: None

6. NEW BUSINESS:

A. Consideration of Site Plan for Insurance Brokers of Maryland, File No. 2020-01.

Consideration of the Site Plan was broken into three components; 1) Consideration of whether or not to waive some or all of the requirements for a commercial district buffer, as per Town Code 17.20.090; 2) Consideration to allow additional parking as requested by applicant and per Town Code 17.08.140.C.1; and 3) Consideration of the Site Plan as a whole.

A. 1) After Commissioner and staff discussion, comments from Robert Phalen, owner of Insurance Brokers of Maryland and input from Sara Miller, neighbor of the property under consideration, the following motion was made by Mark with a second by Joyce. Motion to waive Town Code 17.20.090. **A** that requires "A six-foot tall, solid fence will be

installed and maintained along the property boundary abutting the residential zoning district.” The Motion required adherence to 17.20.090. **B**, “Landscaping will be installed and maintained to screen parking areas so as not to be visible from the roads within the adjacent residential zoning district.” The motion passed unanimously.

2) After discussion, Joe made a Motion: To approve additional parking spaces, up to 18 total. Mark provided a second and the motion was unanimously approved.

3) Due to the number of unresolved conditions for the Site Plan, after some discussion, Mark made a Motion: To table consideration of full approval of the site plan until the Site Plan was revised to address most, if not all, of the 44 outlined conditions. Joyce provided a second and the Motion was unanimously approved.

7. PUBLIC COMMENT: None

8. ADJOURNMENT: A motion to adjourn the meeting was made by Joyce with a second by Joe. Meeting was adjourned at 8:30 pm.

Next Planning Commission Meeting is tentatively scheduled for April 27, 2020 at 7:30 pm. Agenda will include consideration of revised Site Plan for Insurance Brokers of Maryland.

Submitted by Mark Long, Vice Chair, on behalf of Bernard Franklin, Secretary