

Taneytown Planning Commission
Approved minutes from January 27, 2025

The Taneytown Planning Commission met on January 27, 2025, at 7:30 PM in the City Council chambers. Present were Planning Commission Chairman Parker, City Councilman Tillman, Commission members Myers, Brown, Garner and Isenberg. Also present were City Manager Wieprecht, Planning Director Hale and Carroll County Planning Liaison, Tiffany Fossett. City Attorney Gullo attended the meeting remotely. This meeting was open to the public in person.

-Minutes from the November 25, 2024, meeting were approved unanimously following a motion by Commission member Brown which was seconded by City Councilman Tillman.

DELEGATION AND ACTION ITEMS

-City of Taneytown Annual Report 2024. Seeking approval to submit for the Carroll County Annual Report 2024. After discussion Commission member Myers made a motion to approve the Annual Report 2024 which was seconded by Commission member Isenberg which passed unanimously.

-Ordinances and Agreements for Review

None.

Director Hale gave his report to the Planning Commission.

- 12-3-24. City Manager Wieprecht and Director Hale met with Developers of Meadow Brook Farm and Garnet Ridge to discuss updates.
- 12-4-24. City Staff met to discuss the future DPW building project.
- 12-6-24. Director Hale and CDM Smith met to discuss Mountain Brook Farm development.
- 12-11-24. City Manager Wieprecht, Director Hale and CDM Smith met to discuss the status of City projects.
- 12-17-24. City Staff and ARRO met to discuss the Memorial Park storm water management.
- 12-18-24. Duffy Box, Tannery Barn, and Taney View projects have been closed out and removed from our PC Agenda.
- 12-19-24. Major Mitchell and Director Hale met with Taneytown Collision to discuss the towing of expired vehicle registrations from City owned property and streets.
- 12-20-24. City Attorney Gullo, City Engineer and City Staff discussed the SHA bypass agreement.
- 12-20-24. City Manager Wieprecht, City Attorney Gullo, Director Smeak, Asst Director Myers and Director Hale met to discuss the public works agreement for the Meades Crossing and Meadow Brook stormwater management infrastructure.
- 1-8-25. Director Hale and Brian Lubenow had their monthly project status meeting.
- 1-9-25. City Staff and ARRO met with Jim Renehan to discuss stormwater management pertaining to the Memorial Park expansion.
- 1-10-25. The Sewell Farm development has applied for a Community Village overlay designation to the Mayor and City Council looking for approval.
- 1-21-25. The Planning Commission and ARRO had a Taneytown Community Comprehensive Plan 2025 meeting.
- 1-24-25. Taneytown is putting together a package to annex 3300 Harney Road into the city because of a failed septic system.
- 1-24-25. Director Hale met with the owners of 430 East Baltimore Street to discuss converting into 3 apartments.

UPDATE ON ACTIVE SITE PLANS

Memorial Park Expansion. Presented final site plan on 2-26-2024. Awaiting SHA, landscaping, and forestation approvals.

Storage Today. Concept site plan (revised) was approved on 11-15-24. Preliminary site plan was delivered to Taneytown on 1-22-25. Distributed to PC on 1-24-25 and will be presented at a later date.

Taneytown Supply. Hardware Store/Lumber Yard. Concept site plan approved on 5-22-2023. Preliminary site plan was delivered to Taneytown on 2-16-2024 but not presented to the Planning Commission. Preliminary site plan, 2nd submission was delivered to Taneytown on 1-14-25 but not distributed.

UPDATE ON ACTIVE SUBDIVISIONS

- Mountain Brook.** On 7-29-2024, the Concept site plan was extended for one year. Preliminary site plans distributed on 8-26-2024.
- Garnet Ridge.** The subdivision concept site plan was approved on 11-27-2023 with conditions of a minimum 28' roadway throughout the development and a connecting path from Garnet Ridge to the commercial site at Route 140. Preliminary plans submitted on 3-3-2024.
- Maryland Compassionate Care and Wellness LLC, 3rd Amended.** Concept site plan presentation on 9-30-24.

CONSTRUCTION PHASE PROJECTS

- Sheetz.
- Evapco.
- The Georges on York.
- Meades Crossing phases 1,1A,2A,2B.
- Taneytown Elementary School Pre K and Kindergarten addition. Final approval 11-25-2025.

-Evapco 3rd Amended site plan. The preliminary and final site plans approved on 2-26-2024. (Sidewalk easement needs to be shown on the mylar).

-Recovery 180. Final site plan approval 2-26-2024.

-Evapco Allendale Lane Parking Lot. Final site plan approved 8-26-2024.

-Legal report. City Attorney, Jay Gullo.

Attorney Gullo has been working on the Mountain Brook Farm Developers Rights and Responsibilities Agreements (DRRA) draft with Mountain Brooks legal team. The DRRA is like a road map for development and covers things like obligations, costs, and securities. The Mountain Brook developers would like the draft to be processed as soon as possible. The DRRA will be reviewed by city staff and then presented to the Mayor and City Council to introduce at a public hearing and then back the Planning Commission for a review and hearing to see if the contents are consistent with the master plan. The DRRA would then go back to the Mayor and City Council for another hearing for approval or denial.

The issue we face is there is no point waiting until the end of the process to get the things that you want or don't want. The goal is to understand those items up front so everyone knows what is going on. There are many moving parts such as SHA input on road construction, specifications, access from the bypass to State roads, who pays for what and more.

The biggest issue we need to address is the bypass road. Mountain Brook will be developed in phases over several years. We have to understand how this will happen. City Manager Wieprecht has been working with Flowserve on the easement that is needed to cross their property for connection from Mountain Brook to Route 140. We need to ensure that the road is buildable and has connectivity with SHA approval. Flowserve has been great to work with on this project.

Once the staff sees the agreement it will be circulated to the Planning Commission and the Mayor and City Council simultaneously for each group to comment back and forth to ensure the PC and MCC are on the same page. Attorney Gullo will send a memo to summarize the next steps in this process.

City Manager Wieprecht discussed the proposed building phases that Mountain Brook had previously shared with the city. Director Hale will send the Planning Commission a copy of the proposed phasing that was presented at concept.

3300 Harney Road annexation update. Attorney Gullo stated that an annexation agreement and consent to annex is being completed. The agreement and consent to annex outlines what the property owner agrees to do upon being annexed into the city.

-Carroll County Planning Liaison, Tiffany Fossett's update.

Water & Sewer

Updated by Andrew Gray on 1/27

- Fall 2024 Amendment in process. Public Hearing scheduled for January 30. The Fall Amendment includes Hampstead, Manchester, and Freedom.
- Spring 2025 amendment cycle closes **February 1, 2025.**

Housing Study

Updated by Tiffany Fossett on 1/2/25

- Mosaic presented the Housing Study to CC BCC on 12/19.
- Study, Executive Summary, and presentation to be placed on Housing Study and CC Master Plan websites this week.
- Comp. Planning staff will be working with a workgroup for the Master Plan to review the study and discuss feasible ways to implement the recommended strategies.
- Please contact Tiffany Fossett at tfossett@carrollcountymd.gov for more information.

Text Amendments

Updated by Mary Lane on 1/13/25

- There are currently no text amendments being processed by the Bureau of Comprehensive Planning

Master Plan update

Updated by Mary Lane on 1/13/25

- The Planning Commission has been discussing different aspects of the Master Plan, including background information and the work program, at each of their regularly scheduled meetings.
- Public outreach activities are being planned for February
- Website was launched: carroll2035.org
- Discussions begin about how to involve the municipalities in the process.

General

- All annexation related questions and information should be forwarded to Javier Toro in the Bureau of Comp Planning, jtoro@carrollcountymd.gov

Annual Report

Updated by Tiffany Fossett on 1/24

- Comp. Planning staff are working with municipalities on compiling information for the 2024 Annual Report, due to the Maryland Department of Planning (MDP) by July 1st.
- Comp. Planning staff is requesting Planning Commission approved worksheets and supporting data with certification letters are submitted to us by March 14.
- MDP requests each municipality provide an Annual Report. Providing data for the countywide submittal will cover the state requirement.

End of Tiffany Fossett's report.

Old Business.

-Discussion on the Taneytown Community Comprehensive Plan 2025 update. The Planning Commission seemed happy with the amount of feedback from the comp plan community surveys and the information that ARRO had compiled so far. There is still a lot of information for the Planning Commission and staff to learn from the surveys. More discussion later.

New Business.

-Chairman Parker asked the Planning Commission to discuss the email Commission member Myers sent on January 26, 2025, to the Commission concerning the Community Village overlay. Among the many items discussed was the APFO and at what point in the planning process does the city check a site plan for adequacy of public facilities? The Commission discussed the need to look at garages in new dwellings to ensure the garage will fit today's vehicles. Are people purchasing townhomes to live in short term? The Commission discussed non-buildable land as part of the acreage when determining the buildable area for a community village.

-The next Taneytown Community Comprehensive Plan workshop with the Planning Commission and ARRO Consulting will be held February 18, 2025, at 6:30 p.m.

-The next Planning Commission meeting will be held on February 24, 2025, at 7:30 p.m.

With no further business, the meeting was adjourned at 8:48 PM following unanimous approval of a motion by Councilman Tillman and seconded by Commission member Isenberg.

Submitted by:

Darryl G. Hale

Director of Planning and Zoning