

**WASHINGTON COUNTY PLANNING COMMISSION
REGULAR MEETING
April 5, 2021**

Due to current social meeting restrictions put in place by the Governor of Maryland because of the COVID-19 pandemic, the Washington County Planning Commission held its regular monthly meeting on Monday, April 5, 2021 at 7:00 p.m. virtually using Zoom software. No physical meeting took place.

Planning Commission members present were: Clint Wiley, Robert Goetz, Denny Reeder, Jeff Semler, and Ex-officio County Commissioner Randall Wagner. Staff members present were: Washington County Department of Planning & Zoning: Jill Baker, Director; Jennifer Kinzer, Deputy Director; Travis Allen, Comprehensive Planner; Meghan Jenkins, GIS Analyst; and Debra Eckard, Administrative Assistant; Washington County Department of Plan Review & Permitting: Ashley Holloway, Director; Rebecca Calimer, Chief of Plan Review; Lisa Kelly, Senior Planner; and Scott Stotelmyer, Planner.

Also present were: Steve Cvijanovich and Gordon Poffenberger, Fox & Associates, Inc. [SP-20-025] and Adrian Dungan [RZ-20-002].

CALL TO ORDER

The Chairman called the public rezoning information meeting to order at 7:00 p.m.

PUBLIC REZONING INFORMATION MEETING

RZ-20-002

Ms. Baker presented a proposed text amendment to the Washington County Zoning Ordinance for the inclusion of short-term residential rentals. Short-term residential rentals are similar to Bed and Breakfasts and boarding facilities which are currently permitted in the County and would provide a unique experience for visitors to Washington County. The proposed amendment would permit the short-term residential rentals in the rural areas and would be permitted by special exception in the urbanized areas.

Public Comment

- Adrian Dungan, 1107 Hoffmaster Road, Knoxville – Mr. Dungan stated that he is in favor of the proposed text amendment.

Discussion and Comments: Mr. Semler asked if this amendment would include Air B&Bs and VRBOs. Ms. Baker stated it would include these types of rentals.

There was a brief discussion regarding “pop-up” campgrounds. Ms. Baker explained that these would be considered a campground, not a short-term residential rental. Mr. Holloway noted that a campground is considered a commercial use; the proposed amendment is dealing with residential uses. The “pop-up” campgrounds are subject to the same rules and regulations as a campground.

The public rezoning information meeting closed at 7:15 p.m.

MINUTES

Motion and Vote: Mr. Reeder made a motion to approve the minutes of the March 1, 2021 Planning Commission regular meeting as presented. The motion was seconded by Mr. Semler and unanimously approved.

Motion and Vote: Mr. Semler made a motion to approve the minutes of the March 15, 2021 Planning Commission workshop meeting as presented. The motion was seconded by Mr. Reeder and unanimously approved.

NEW BUSINESS**-SITE PLANS****2005 Greencastle Pike LLC – Huyett Business Park [SP-20-025]**

Ms. Kelly presented for review and approval a site plan for Huyett Business Park. The site is located along the west side of Greencastle Pike at its intersection with Business Parkway. The property is currently zoned HI (Highway Interchange). The developer is proposing to construct two buildings for commercial/industrial flex space. Building 1 will be 30,000 square feet in size with 12 bays and Building 2 will be 32,500 square feet in size with 13 bays. The site will be served by public water and public sewer. There are 121 parking spaces required; 121 spaces will be provided. There will be building mounted and pole mounted lighting. Freight and delivery are estimated to be 5 trips per day. There will be one access onto Business Parkway. The estimated number of employees is 50. Hours of operation will be 7:00 a.m. to 5:00 p.m., Monday thru Friday. Landscaping is proposed along the front of the building and within the parking islands. This site is eligible for the express procedure to meet Forest Conservation Ordinance requirements. A payment-in-lieu in the amount of \$12,414.60 has been paid by the developer. All agency approvals have been received.

Motion and Vote: Mr. Reeder made a motion to approve the site plan as presented. The motion was seconded by Mr. Semler and unanimously approved.

OTHER BUSINESS**Staff Approvals**

Mr. Holloway presented the following information for the month of March for Plan Review – Land Use: 1 site plan, 7 standard grading plans, 2 final plats, 1 simplified plat, 2 subdivision plats, 5 inspection and maintenance agreements, 6 storm water standard plans, and 1 APFO road adequacy application were submitted.

CIP Recommendation

Ms. Baker presented a draft of the CIP that is currently being evaluated and reviewed by the Board of County Commissioners as part of the FY 2022 budget. The Planning Commission is charged with reviewing the list of projects contained in the CIP to determine if they are consistent with the County's adopted Comprehensive Plan and the Land Use Planning Goals. Staff recommends that these projects are consistent with the Comprehensive Plan.

Motion and Vote: Mr. Reeder made a motion to recommend approval to the Board of County Commissioners because the projects are consistent with the County's adopted Comprehensive Plan. The motion was seconded by Mr. Goetz and unanimously approved with Commissioner Wagner abstaining from the vote.

Solid Waste Management & Recycling Plan Update

Mr. Allen reminded members that an overview of the draft plan was presented during a Workshop meeting held in mid-March. Following that workshop meeting, staff sent members Chapters 1 – 3 for further review and comment. Chapters 4 and 5 will be forthcoming in the next week. The Solid Waste Department and the Environmental Management Advisory Committee have been closely involved in the review of this Plan; their comments have been incorporated.

Motion and Vote: Mr. Goetz made a motion to approve Chapters 1 – 3 as presented. The motion was seconded by Mr. Semler and unanimously approved.

ELECTION OF OFFICERS

Motion and Vote: Mr. Goetz made a motion to nominate Mr. Wiley as the Chairman and Mr. Kline as the Vice Chairman for the coming year. The motion was seconded by Mr. Reeder and unanimously approved with Commissioner Wagner abstaining from the vote.

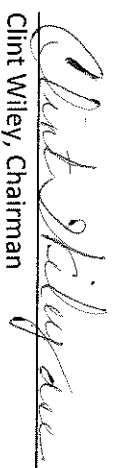
UPCOMING MEETINGS

1. Monday, May 3, 2021, 7:00 p.m. – Washington County Planning Commission public rezoning information meeting and regular meeting

ADJOURNMENT

Commissioner Wagner made a motion to adjourn the meeting at 7:35 p.m. The motion was seconded by Mr. Goetz and so ordered by the Chairman.

Respectfully submitted,


Clint Wiley, Chairman