

**WASHINGTON COUNTY PLANNING COMMISSION
REGULAR MEETING
June 4, 2018**

The Washington County Planning Commission held its regular monthly meeting on Monday, June 4, 2018 at 7:00 p.m. at the Washington County Administration Building, 100 W. Washington Street, Room 2000, Hagerstown, Maryland.

Commission members present were: Chairman Clint Wiley, Andrew Bowen, Robert Goetz, Denny Reeder, David Kline, Jeremiah Weddle and BOCC Ex-officio Leroy Myers. Staff members present were: Washington County Department of Planning & Zoning - Stephen Goodrich, Director; Jill Baker, Chief Planner; and Debra Eckard, Administrative Assistant; Washington County Department of Plan Review & Permitting – Tim Lung, Director; and Cody Shaw, Deputy Director.

CALL TO ORDER

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

MINUTES

Motion and Vote: Mr. Reeder made a motion to approve the minutes of the April 2, 2018 meeting as presented. The motion was seconded by Mr. Weddle and unanimously approved.

Motion and Vote: Mr. Bowen made a motion to approve the minutes of the May 7, 2018 meeting as presented. The motion was seconded by Mr. Goetz and unanimously approved with Commissioner Myers abstaining from the vote.

NEW BUSINESS

SITE PLANS

Bowman Halfway Trailer Parking [SP-17-028]

Mr. Shaw presented for review and approval a site plan for an overnight trailer parking facility on a 29.62 acre parcel located along the south side of Halfway Boulevard. The property is currently zoned HI – Highway Interchange. The hours of operation are 24 hours per day, 7 days per week. There will be 162 parking spaces provided. Water and sewer is not proposed for this site nor is any required. This site is associated with the special exception granted for Pilot Travel Center and will be utilizing the existing storm water management facility created for it; however, it will operate as its own separate business. Forest Conservation requirements were addressed by a previously approved payment-in-lieu (PIL-07-017). Approvals are pending from Land Use Planning and Engineering, which are awaiting a developer's agreement regarding a proposed traffic signal. Currently, a signal is not warranted; however, shortly after opening this facility, it is believed that a signal will be warranted.

Discussion and Comments: Mr. Bowen asked how access to the site would be achieved. Mr. David Trostle of Frederick, Selbert & Associates, the consultant, stated that access will be from Halfway Boulevard. A left turn will not be permitted to exit the site until a traffic light has been installed.

Motion and Vote: Mr. Bowen made a motion to grant staff the authority to approve the site plan pending approval by Land Use Planning and Engineering. The motion was seconded by Mr. Goetz and unanimously approved.

-OTHER BUSINESS

Update of Staff Approvals

Mr. Lung reported the following for the month of May: Land Development/Permit review – 30 entrance permits; 25 grading permits; 2 non-residential addition permits; and 1 non-residential new construction permit; Land Development Plan Review – 1 preliminary plat for Rosehill Manor (174 age restricted, semi-detached units); 4 preliminary/final subdivision plats; 3 final plats including the Villas at Gateway, Black Rock PUD and Freedom Hills, Section C, Lots 128-142, 147-156 and 67; 2 simplified plats; 3 subdivision replats; 2 site plans – Expansion at Big Cork Winery and a 1.2 million square foot warehouse distribution facility in Vista Business Park; 2 forest plans; 1 forest stand delineation; 1 storm water concept plan; 6 standard grading plans; 3 engineering storm water plan revisions; and 2 traffic impact studies. Approvals issued: 4 forest stand delineations; 1 site specific grading plan, 2 replats; 2 subdivision plats; and 3 site plans including the Still Water Farm Event Center, Hicksville Planning and a fast food restaurant on the Arnett Farms remaining lands.

Comprehensive Plan Update

Ms. Baker presented for review and comments the Community Facilities element of the Comprehensive Plan. She noted that water and sewer facilities would not be discussed in this element as in the past since the State of Maryland passed HB 1141 requiring a Water Resources Element. The Water Resources Element will be a separate section which will include a Development Capacity Analysis to determine if the growth area can handle servicing these areas. Ms. Baker briefly reviewed each section of the Community Facilities element.

Discussion and Comments: There was a brief discussion regarding school capacity issues throughout the county. Discussions included the consolidation of schools and the possible need for a new high school. Mr. Goodrich noted that the School Board monitors and analyzes enrollment each year. The Planning Department monitors enrollment and new development in order to analyze current school enrollment plus expected students from new development to decide if schools will be adequate in the future. A test is performed for each new development to predict if the schools in that specific area will be over capacity and whether the plans for the new development can be approved. In some cases, the developer will be required to pay an adequate public facilities fee. Commission members asked staff to keep them informed of any sudden increase or change in these figures. There was a brief discussion regarding the State's versus the Washington County Public Schools (WCPS) projections, in which the State indicates very minimal changes in the coming years. Commission members agreed that emphasis should be placed on the WCPS projections rather than the State's projections. Mr. Goodrich suggested that during the July meeting, staff should give the Commission an overview of the Adequate Public Facilities Ordinance and how it relates to the issues that are being discussed this evening. There was a brief discussion regarding the trade and private schools being included in the Plan.

Ms. Baker briefly reviewed emergency services available and the importance of these services throughout the County. She also noted that the Plan discusses commercial communications facilities available in the County. Members suggested that Hagerstown Fiber LLC should be included in this section. Members also discussed the Airport facilities and the Ryder Jet services that are provided. This is an important economic asset in the County. It was suggested that additional information should be included in the Plan.

There was a brief discussion regarding Social Service providers and members expressed their opinions that assisted living/nursing homes should be included. Members also suggested that the land owned by the Board of Education on Downsville Pike and its use for additional education facilities should be referenced in the Plan.

Mission/Vision/Values/Strategy (MVVS)

Mr. Goodrich presented the recently adopted County Commissioners' Mission, Vision & Values statement. Each County department has been charged with developing its own statements.

Discussion and Comments: Mr. Wiley expressed his opinion that significant strides in customer service has been made over the past several years and should be codified in the values section. Mr. Goetz concurred with this opinion. Other values that Commission members believe are important are communication and transparency. Members expressed their opinions that the Planning Commission and Planning Department should have one unified statement.

Election of Officers

Motion and Vote: Mr. Goetz made a motion to appoint Clint Wiley as Chairman. The motion was seconded by Mr. Bowen and unanimously approved.

Motion and Vote: Mr. Goetz made a motion to appoint Drew Bowen as Vice-Chairman. The motion was seconded by Mr. Myers and unanimously approved.

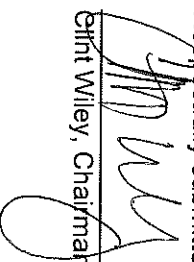
UPCOMING MEETINGS

1. Monday, July 2, 2018, 7:00 p.m., Washington County Planning Commission regular meeting, Washington County Administration Building, 100 W. Washington Street, Room 2000, Hagerstown, Maryland

ADJOURNMENT

Mr. Myers made a motion to adjourn the meeting at 8:30 p.m. The motion was seconded by Mr. Kline and so ordered by the Chairman.

Respectfully submitted,



Clint Wiley, Chairman