

**Meeting Attendance**

**Commission Members**

Roxanne Hemphill – Chairperson  
Bill Butts – Vice Chairperson  
Lindey Camerata  
Leslie Dickinson  
Scott Sirchio  
Judi Olinger  
Martina Hatley  
Pam Reed – Council Liaison

**Town Staff**

John Breeding – Director of Planning &  
Zoning  
Barney Quinn – Town Engineer/Inspector  
Debra Clinton – Planning & Zoning Review  
Coordinator

**Others**

Tom McCarron – Town Attorney

**Commission Members Absent**

**1. CALL TO ORDER**

The meeting was called to order at 7:17 p.m. by Roxanne Hemphill, Chairperson, who also led the Commission in the Pledge of Allegiance.

**2. APPROVAL OF MINUTES**

MOTION: Bill Butts moved to approve the minutes for the May 18, 2020 Planning Commission meeting. Seconded by Lindey Camerata. Vote: All in favor, none opposed.

**3. CITIZEN COMMENTS (for items not on the agenda)**

None

**4. CARROLL /FREDERICK COUNTY PLANNERS**

**Carroll County Planner – Mary Lane / Hanna Weber** – Ms. Weber updated the Planning Commission on the By-Request Comprehensive Employment Campus Rezoning on Ridge Rd. The employment campus rezoning will be presented to the Carroll County Government Planning & Zoning Commission on July 21, 2020 at 9:00 a.m., Mr. Breeding requested a copy of the staff report being presented to the Planning & Zoning Commission.

**Frederick County Planner – Tim Goodfellow** – Not in attendance. Chairperson Roxanne Hemphill requested the planning department to reach out to Mr. Goodfellow and inform him the planning commission would like to hear from him within the next couple of months.

5. AMENDMENT TO THE AGENDA

Chairperson Roxanne Hemphill asked to amend the agenda under INTRODUCTION-DISCUSSION-DESIGN , to add a discussion on Ordinance No. 2020-1 and Ordinance No. 2020-18

6. SITE PLANS/ SUBDIVISIONS/ SIGNPERMIT REVIEWS/SIGN PRESENTATIONS/ DEVELOPMENT PROJECTS

- **Twin Arch Business Park, Section 3, Lot 32, Concept Site Plan, S-19-0032.** Site Development Plan for Flex Warehouse/Office Space and parking lot. Previously approved plan T-08-014S. Bill Butts motioned to recommend conditional approval of the Concept Site Development Plan for Lot 32 of the Twin Arch Business Park, Section 3 subject to all Town and County review agency comments being addressed. Seconded by Judi Olinger. Vote: All in favor, none opposed.
  
- **Town of Mount Airy Wastewater Treatment Plant Sludge Building Addition, SF-20-0037** Scott Sirchio motioned to recommend approval of the Final Site Development Plan for the Sludge/Dewatering Building addition with the condition that all State, County and Town comments are addressed. Seconded by Judi Olinger. Vote: All in favor, none opposed.

7. NEW BUSINESS

- **None**

8. DISCUSSION

- **ORDINANCE NO. 2020-1 – AN ORDINANCE TO AMEND PART II OF THE CODE OF THE TOWN OF MOUNT AIRY ENTITLED “GENERAL LEGISLATION,” CHAPTER 98 ENTITLED “SUBDIVISION OF LAND AND SITE PLAN REVIEW”, ARTILE VI ENTITLED “CONSTRUCTION, ARCHITECTURE AND DESIGN STANDARDS”, SECTION 98-23 ENTITLED “REQUIRED OPEN SPACE/RECREATION AREAS TO BE DEDICATED,” ARTICLE XVII ENTITLED “SPECIAL DEVELOPMENT REGULATIONS”, SECTION 98-60 ENTITLED “TOWNHOUSE DEVELOPMENT REGULATIONS”, SECTION 98-61 ENTITLED “MIXED USE DEVELOPMENT WITHIN CC DISTRICT (MXU-CC)”;** CHAPTER 112 ENTITLED “ZONING”, ARTICLE V ENTITLED “PROVISIONS GOVERNING COMMERCIAL DISTRICTS” AND CREATING NEW SECTION 112-37.2 ENTITLED “MIXED USE DISTRICT (MXD)”,AMENDING ARTICLE VIII ENTITLED “BOARD OF APPEALS”, SECTION 112-62 ENTITLED “SPECIAL EXCEPTIONS” – Planning Commission would like to see shared workshops with the Town Council and open to the public.

- **ORDINANCE NO. 2020-18 – AN ORDINANCE TO EXTEND EXPIRATIONS OF SPECIAL EXCEPTIONS, PURSUANT TO CHAPTER 112 OF THE TOWN CODE, ENTITLED “ZONING”, SECTION 112-62A(2) ENTITLED “SPECIAL EXCEPTIONS”, THAT WOULD OTHERWISE EXPIRE DURING THE COVID-19 STATE OF EMERGENCY- extend to January 1, 2021** Roxanne Hemphill motioned a positive recommendation to for extension. Seconded by Leslie Dickinson Vote: All in favor, none opposed.

**9. REPORTS/OTHER BUSINESS/WORK PLAN ITEMS**

- **Council Liaison Report - Mount Airy Inclusive Playground**  
Pam Reed, Council Liaison, introduced as a 2 or 3 phase playground. A grant for the first phase was received. This will cover about two-thirds of the playground equipment and the pavilion. The next phase will be additional playground equipment and potentially an amphitheater. The ideal is this would be Mount Airy’s first ADA compliant, universally designed playground for ages 0-99 regardless of ability. There will be equipment for sensory, climbing, athletic, visual, with wheelchair and stroller accessibility.
- **Zoning Administrator Report**  
The Zoning Administrator approved 3 permits with a revenue of \$72.97 for the month of May 2020.
 

Carroll County Building Permits	1
Town of Mount Airy Permits	2
- **Other Business - None**

**9. PENDING FUTURE PROJECTS**

- **Next Planning Commission Meeting Date** – Monday, July 27, 2020 at 7 p.m. This meeting will be held via ZOOM Meeting and Facebook LIVE, or TBD.

**10. ADJOURNMENT**

- Motion to adjourn by Scott Sirchio. Seconded by Leslie Dickinson and Judi Olinger. Vote: All in favor, none opposed. Roxanne Hemphill, Chairperson, adjourned meeting at 8:41 p.m.

Submitted by Roxanne Hemphill, Chairperson

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Prepared by Debra Clinton

Signature