

Meeting Attendance

Commission Members

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

John Breeding – Director of Planning & Zoning
Barney Quinn – Town Engineer/Inspector
Debra Clinton – Planning & Zoning Review Coordinator
Gina Campanile-Director of Community Development

Others

Tom McCarron – Town Attorney

Commission Members Absent

Lindey Camerata

Town Staff

1. CALL TO ORDER

The meeting was called to order at 7:00 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 October 26, 2020 Planning Commission meeting. Seconded by Scott Sirchio. Vote: 5 in favor, none opposed, 1 abstain (Leslie Dickinson)

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

None

4. CARROLL /FREDERICK COUNTY PLANNERS

Carroll County Planner – Hanna Weber – Hanna informed the Town of Mount Airy Planning Commission about the Public Hearing for the Commercial / Industrial / Employment Campus by request is on Thursday, December 3, 2020 at 7:00 p.m. They are working on updating the residential text and will be introducing that to the Planning Commission starting January 2021. The Commissioners heard the Employment Campus EC-13-2020-0030 on November 24, 2020. The Spring amendments for the Water & Sewer Master Plan deadline is February 1, 2021.

Frederick County Planner – Tim Goodfellow – Tim was not in attendance.

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

- **AP-20-0060 – American Legion Post 191 Amended Plat** – This project is to obtain a Storm Drain Easement across the property for the Town’s stormwater litigation project, Ease West Park Stormwater Management Facility. Bill Butts motioned to recommend approval of the amended plat. Provided that all Town and County agency comments are addressed before the Mylar’s are submitted for final review and approval. Seconded by Judi Olinger. Vote: All in favor, none opposed.

6. NEW BUSINESS

- None

7. INTRODUCTION & DISCUSSION

- **MA-BOA-2020-01, Special Exception – Home Occupation** – Kelly Robillard is requesting a special exception for a licensed home daycare at 708 Longbow Road, Mount Airy, MD 21771. Located in the Fields of Nottingham Development. Leslie Dickinson motioned for a favorable recommendation to the Board of Appeals of the special exception request to establish a home occupation for the establishment of a licensed home daycare business located 708 Longbow Road, Mount Airy MD, 21771. Seconded by Bill Butts. Vote: All in favor, none opposed.

8. REPORTS/OTHER BUSINESS/WORK PLAN ITEMS

- **Council Liaison Report** - None

- **Zoning Administrator Report**

The Zoning Administrator approved 22 permits for the month of October 2020 with a revenue of \$84,795.33.

Carroll County Building Permits	16
Town of Mount Airy Permits	06

- **Other Business**

Election of Planning Commission Chair and Vice Chairperson. Scott Sirchio nominated Roxanne Hemphill for Chairperson, Seconded by Leslie Dickinson. Bill Butts moved to elect Roxanne Hemphill as Chairperson for another year by acclimation. Vote: All in favor, none opposed, 1 abstain (Roxanne Hemphill). Scott Sirchio nominated Bill Butts for Vice Chairperson, Seconded by Judi Olinger. Roxanne Hemphill moved to elect Bill Butts as

Vice Chairperson for another year by acclimation. Vote: All in favor, none opposed.

9. FUTURE PROJECTS

- **AP-20-0047 Twin Arch Business Center, Consolidate 6 lot into 1**
- **S-20-0013, Twin Arch Business Center**
- **S-20-0020, Twin Arch Business Park, Section 4, Lot 15, Kings Sport Construction**
- **We will not have a December 2020 Planning Commission Meeting.**
- **Next Planning Commission Meeting Date** – Monday, January 25, 2021 at 7 p.m. This meeting will be held via ZOOM Meeting and Facebook LIVE, or TBD.

10. ADJOURNMENT

- Motion to adjourn by Leslie Dickinson Scott. Seconded by Scott Sirchio. Vote: All in favor, none opposed. Roxanne Hemphill, Chairperson, adjourned meeting at 7:42 p.m.

Submitted by Roxanne Hemphill, Chairperson

Prepared by Debra Clinton

Signature