

**OFFICIAL MINUTES
SYKESVILLE PLANNING COMMISSION
NOVEMBER 5, 2007**

Present: Steve Enslow
Leo Fiander
Justin Deibel
James Jacobe
Ed Cinkole

Absent: Louie Shaw
Debby Ellis

Staff: Matthew Candland, Town Manager/Planning Director

Others: Pat White, Interested Citizen
Brad Dyjak, Interested Citizen
Ryan Smith, BPR, Engineer for Burrows Subdivision

Call to Order

Steve Enslow, Chairman, called the meeting to order and asked for additions to the agenda. There were none.

Approval of Minutes

The Minutes of the October 1, 2007 meeting were unanimously approved.

BUSINESS

Burrows Property (736 Central Avenue) - 2-lot minor subdivision

Copies of the plan had been sent to the Commission before the meeting, and a copy of Bob Bond's marked-up copy was reviewed at the meeting also. Ryan Smith, of BPR, who is the engineer for the developers, was in attendance to address the Commission's concerns. There was discussion about the plan and most specifically, the slope of the driveway on Lot 2. Mr. Smith will address the slope issue and the marked-up plan from Bob Bond and return with revised plans for the December meeting.

South Branch Park

Mr. Candland showed the Commission the large colored plan prepared by Sean Davis. Mr. Davis had taken the ideas received at the May 2007 charrette and incorporated them into this plan. There was some discussion. Mr. Davis will be at the November 13, 2007 Mayor and Town Council meeting to continue the discussion of the project.

River Place Development Request For Proposal (Design/Build Contest)

Mr. Candland gave a brief update, noting that the RFP had gone out, and that a pre-submittal meeting will be held on Monday, December 3, 2007 with those interested in the project, and that final proposals will be due on Friday, February 1, 2008.

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Town Master Plan Update

The Town is required to update its Master Plan every six (6) years. A full-blown update was completed in 2002, therefore, 2008 would have been the year to update. However, the County is going to update its Freedom Area Comprehensive Plan beginning 2007, and has offered the Town the opportunity to "piggy back". Normally, a third party would be contracted to assist with the update, which is very expensive. At this time, the Town does not need to do a full-blown update, but will review each section, and update as needed. Therefore, accepting the County's offer would be the best way to proceed given our financial constraints. Mr. Candland distributed a proposed timeline for this.

It was the consensus of the Planning Commission that we should proceed in this direction. Mr. Candland will present this at the next Mayor and Town Council meeting.

ADJOURNMENT

There being no other business, the meeting was adjourned at 8:05 p.m.

Respectfully submitted,
Dinah Riley, Secretary

/dbr

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