

**OFFICIAL MINUTES**  
**Carroll County Planning and Zoning Commission**  
**Pathways to Carroll's Future Landscape**  
**Work Session**

**October 8, 2009**

Location: County Office Building, Room 003

Members Present: David L. Brauning, Chairman  
Dennis Wertz, Vice Chair  
Melvin E. Baile, Jr.  
Wayne Schuster  
Charles M. Chadwick  
Alec Yeo  
Robert B. Slade, Alternate

Members Absent: Julia Walsh Gouge, Ex-Officio

Mr. Brauning opened the meeting at 6:30 p.m.

Workforce Housing Stepping Stones:

It was the consensus of the Commission to keep stepping stone #1 to create opportunities for a greater variety of housing types, sizes, and price ranges by removing appropriate local regulatory barriers.

The Commission, on motion of Mr. Schuster, seconded by Mr. Chadwick, and unanimously carried, voted to keep item #1 under short-term actions for stepping stone #1 with the caveat that they apply inside the GAB's or areas with available water and sewer service.

The Commission, on motion of Mr. Chadwick, seconded by Dr. Slade, and unanimously carried, voted to eliminate items #2 and #3 under long-term action items for stepping stone #1, keeping item #1, but removing the word "bulk".

The Commission reconsidered item #2 under long-term action items for stepping stone #1 and on motion of Mr. Wertz, seconded by Mr. Baile, and carried (Mr. Baile, Mr. Wertz, Mr. Chadwick, Mr. Yeo, and Dr. Slade voted "Aye"; Mr. Schuster voted "No"), voted to keep this item, changing the word "older" to "existing".

The Commission, on motion of Mr. Schuster, seconded by Mr. Yeo, and unanimously carried, voted to remove stepping stone #2 (consider development of a moderately priced dwelling unit program designed to provide homes affordable to moderate-income Carroll County households) and #3 (develop incentives for providing workforce housing units) in their entirety.

The Commission, on motion of Dr. Slade, seconded by Mr. Wertz, and unanimously carried, voted to keep stepping stone #4, to take a leadership role in participating in existing programs designed to encourage or create home ownership opportunities for the county's workforce, and all the action items.

The Commission on motion of Mr. Schuster, seconded by Dr. Slade, and unanimously carried, voted to keep stepping stone #5 to apply universal design standards to new development to make housing accessible to a broader range of the population.

The Commission, on motion of Mr. Wertz, seconded by Dr. Slade, and unanimously carried, voted to keep stepping stone #6 to create a public-private partnership in initiating and implementing workforce housing policies and standards.

The Commission, on motion of Mr. Schuster, seconded by Dr. Slade, and unanimously carried, voted to keep stepping stone #7, to accommodate the increasing percentage of the population over age 55 by providing opportunities for housing that meets their needs, yet still fits and is integrated with the greater community, amending item #1 under short-term actions to replace the first word "minimum" with "adequate" and remove the words "some minimum".

The Commission, on motion of Mr. Schuster, seconded by Mr. Wertz, and unanimously carried, voted to keep stepping stone #8, rewording it to read: "Enact measures and offer materials to help address community member concerns often associated with multi-family and higher-density housing." They amended item #1 under short-term actions to add the availability of water and sewer. They amended item #1 under long-term actions to add the words "and rental properties" after "apartment".

#### Economic Development Stepping Stones:

The Commission, on motion of Mr. Schuster, seconded by Mr. Baile, and unanimously carried, voted to keep stepping stone #1 to create an environment that will bring high-quality, high-wage jobs to Carroll County by attracting key businesses. They voted to include all four action times, replacing the word "provide" with the words "forward fund" in item #3 under short-term actions.

It was the consensus of the Commission to keep stepping stone #2 to provide additional employment land to accommodate new jobs projected for Carroll County in next 20 years.

It was the consensus of the Commission to keep item #1 under short term actions.

It was the consensus of the Commission to eliminate item #2 under short term actions.

It was the consensus of the Commission to defer to the Finksburg Plan for item #3 under short term actions.

It was the consensus of the Commission to keep item #4 under short-term actions and item #1 under long-term actions.

It was the consensus of the Commission to keep stepping stone #3 to provide infrastructure aimed at making Carroll County attractive to targeted high-quality employers.

The Commission, on motion of Mr. Schuster, seconded by Dr. Slade, and unanimously carried, voted to reword item #1 under short-term actions to read: "Encourage and support the Carroll County Industrial Development Authority (IDA) to maintain and expand its efforts to facilitate development and redevelopment of the highest priority industrial and employment zoned sites when needed".

The Commission, on motion of Mr. Schuster, seconded by Mr. Yeo, and unanimously carried, voted to keep stepping stone #4, to secure support from State agencies and other regional stakeholders for development of employment land in designated growth areas and Priority Funding Areas, and all four action items.

The Commission, on motion of Mr. Chadwick, seconded by Dr. Slade, and unanimously carried, voted to keep stepping stone #5, to provide an efficient regulatory environment, and all action items.

The Commission, on motion of Mr. Chadwick, seconded by Mr. Schuster, and unanimously carried, voted to keep stepping stone #6, rewording it to read: "Revitalize central business districts, downtowns, and Main Streets to create new economic growth in appropriate areas". The Commission also voted to keep items #1, #2, and #3 under short-term actions, amending #2 to delete all the words after the comma.

The Commission, on motion of Mr. Schuster, seconded by Mr. Chadwick, and unanimously carried, voted to keep item #1 under long-term actions, rewording it to read: "Encourage business improvement districts (BID) to help provide additional funds toward improvements in targeted business areas." The Commission also voted to keep item #2 under long-term actions, replacing the word "redevelopment" with "revitalization".

The Commission, on motion of Mr. Chadwick, seconded by Mr. Schuster, and unanimously carried, voted to keep items #3, #4, and #5 under long-term actions, replacing the words "identify and incorporate into the CIP" in item #3 with "encourage".

The Commission, on motion of Mr. Schuster, seconded, and unanimously carried, voted to keep stepping stone #7, to improve the gateways to Carroll County to enhance the aesthetics and project an image that is more consistent with the character and first impressions that the County would like to project, and all the action items.

The Commission, on motion of Mr. Schuster, seconded by Mr. Chadwick, and unanimously carried, voted to keep stepping stone #8, removing the word "the" to make it read: "to work to retain existing, quality businesses", deleting item #1 under short-term actions, and fixing the typographical error in item #3 under long-term actions to "encourage complementary".

The Commission, on motion of Mr. Schuster, seconded by Mr. Chadwick, and carried (Mr. Schuster, Mr. Chadwick, and Mr. Yeo voted "Aye"; Mr. Baile, Mr. Wertz, and Dr. Slade abstained), voted to support stepping stone #9, to provide opportunities for employees to live near their Carroll County employers by adding to the housing supply around employment areas, striking the words "Overlay (MXO)" from items #1 and #2 under short-term actions; striking the words "downtown-type" from item #1 under short-term actions; and revising "Traditional Village Overlay (TVO)" to "Rural Village Overlay (RVO)" in item # 3 under short-term actions.

It was the consensus of the Commission to keep stepping stone #10, to facilitate agribusiness to ensure that the support businesses and services that contribute to the success of agriculture remain viable, amending item #1 under short-term actions to reflect the correct title of "Maryland Cooperative Extension in Carroll County".

The Commission, on motion of Mr. Yeo, seconded by Mr. Chadwick, and unanimously carried, voted to keep stepping stone #11, to promote agri-tourism, ecotourism, and heritage tourism to

capitalize on the revenue that tourism can generate for county retailers and services and ultimately to contribute to the continuance of preservation of Carroll's special qualities, as written.

The Commission, on motion of Mr. Yeo, seconded by Dr. Slade, and unanimously carried, voted to keep stepping stone #12, to foster business development that will help existing desirable firms, or resident start-up businesses, to grow and contribute to the community and its job opportunities and tax base, amending item #1 under long-term actions to include the "Career and Technology Center".

There being no further business, the Commission adjourned at approximately 9:12 p.m.

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Secretary

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Approved