

THE TOWN OF UNION BRIDGE
PLANNING AND ZONING
COMMISSION MEETING

January 16, 2020

The meeting of the Planning and Zoning Commission was called to order by Commission Chairman, Tom Long, on January 16, 2020 at 6:30 p.m., in the Union Bridge Town Hall. Commission members Bret Grossnickle; Amy Kalin; Martin Ward; Ed Williar; Town Attorney, John Maguire and Commission Chairman, Tom Long were present.

Commission Chairman Tom Long asked if there were any additions or corrections to the minutes of the meeting for July 18, 2019. Hearing none, **Commission Chairman, Tom Long stated that the minutes will be adopted as distributed.**

COMMISSION MEMBER ANNOUNCEMENTS

-Commission Chairman, Tom Long announced that Alternate, Joshua Fuss is moving out of the area and has submitted his letter of resignation. Mayor Jones will be informed that he needs to look for someone to replace Mr. Fuss position as an alternate on the P&Z Commission. A copy of Mr. Fuss's resignation letter is attached to and made a part of these minutes.

CARROLL COUNTY PLANNER - ANUSREE NAIR

-Ms. Hannah Weber will be the town's new County Planner.
-Ms. Clare Stewart stated that the County Planning Commissioner approved the Bicycle-Pedestrian Master Plan, this plan should go before the County Commissioners for adoption within the next 2 years. The Comprehensive Rezoning Initiative, Commercial, Industrial and Employment Resolution has been signed by the County Commissioners in December 2019, the county will be accepting property owners' requests through February 7, 2020. The county is working on its spring amendment to the Water/Sewer Master Plan, if Union Bridge has any amendments that need to be added please contact Price Wagner or Clare Stewart.

TOWN CONSULTANT - EDMUND CUEMAN

-Everyone was given a copy of the proposed FY 21 Capital Improvement Program (CIP) for Fiscal Years 2020 – 2026. A copy of the report and the items in it was reviewed by Mr. Cuman and discussed by the commission members. After discussion the following changes will be made to Page 3 under Brine Storage Tank Project, remove sentence *It is currently seeking quotes from contractors for a "design build" that would be cost effective*; Page 4, under Utilities Fund, the emergency generator will be installed for the Town Water Treatment Plant only, the verbiage *and town office* is to be removed and on Page 5, under Source of Funds, FEMA amount will be change to 66,041 and the Grand Total will be changed to 95,554. **Commission member, Martin Ward motioned to recommend adoption of the proposed CIP with the discussed changes for FY 20 -FY 21 by the Mayor and Town Council. Commission member Ed Williar seconded and the motion passed unanimously.** Commission members signed the Town of Union Bridge Capital Improvement Program Resolution No. 01-2020. The resolution is to be forwarded to the Union Bridge Mayor and Town Council in conjunction with preparation of the FY 21 Town Budget by the Clerk, Mayor and Council, which begins July 1, 2020. A copy of the FY 21 CIP and Resolution No. 01-2020 is attached to and made a part of these minutes.

TOWN ATTORNEY- JOHN MAGUIRE

-Status Report on Solar Project: Union Bridge entered into an agreement with the developer (Citizens UB), which states that Citizens will annex into town all the land that is within Carroll County, there will be no panels in the R-6000 district, approximately 5 to 7 acres of panels will be added back into the area that is already in town and zoned industrial, a pilot (payment in lieu of taxes) is part of agreement, developer will reimburse the town for all expenses and a 5 year option for the town to purchase the land (5 acres) for a Waste Water Treatment Plant and for the town (assignable to the County), to purchase land (2 acres) for a stormwater management pond at Fair Market Value. The agreement was presented to the Public Service Commission (PSC), with a request by Citizens UB and the town for the PSC to approve it as a condition of its issuance of a Certificate of Public Convenience and Necessity (CPCN). The town attended a hearing on December 19, 2020 in which the Administrative Law Judge verbally expressed an

intention to incorporate the settlement in the PSC approval. A decision will be put in writing and an option for appeal will exist. After conditional approval of the CPCN by the PSC and before the project can be built, the annexation process will come back to the Planning and Zoning Commission, also a site plan will need to be approved.

-Small Cell wireless structures will likely be coming to Union Bridge in the future. Legislation is pending at the State, that will likely impact local jurisdictions. As these developments come into focus, the Council will be looking for a recommendation from the Planning and Zoning Commission.

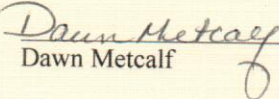
NEXT MEETING

The next Planning and Zoning meeting will be held on February 20, 2020 at 6:30 p.m.

ADJOURNMENT

Commission member Ed Williar motioned to adjourn the meeting. Commission member Martin Ward seconded and the motion passed.

Respectfully Submitted


Dawn Metcalf