



Town Of Myersville

TOWN HALL
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ANNUAL REPORT 2014

Mayor & Council

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Myersville Board of Appeals

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Kevin Self, Alternate

Town Planning & Zoning Administrator

Brandon Boldyga

Approved: March 3, 2015

Introduction

The Land Use Article of the Annotated Code of Maryland requires the Planning Commission to annually prepare, adopt, and file with the Town Council a report of all changes in land use, transportation, community facilities, zoning map amendments, and subdivision plats. The report should also include a determination of whether each change is consistent with each other, the Comprehensive Plan, the plans of adjoining jurisdictions, state and local plans, and the recommendations made in the last annual report. The last report was prepared for 2013.

The report shall also include recommendations for improving the planning and development process within the Town. The Town Council shall review the annual report and take actions as appropriate and necessary to insure the continuation of a viable planning and development process.

Population

Table 1 represents the population of Myersville between the years 1970 and 2014.

Myersville Population

Year	Population	Housing Units
1970	450	169
1980	432	182
1990	464	196
2000	1,382	453
2010	1,624	523
2014	1,630	530

Table 1

Permits

Table 2 represents the total number of permits issued by the Town during 2014 categorized by each permit type.

Permit Activity

Permit Type	Quantity
RESIDENTIAL	44
New Single Family Home	7
Interior Improvements	3
Exterior Improvements	7
Solar Panels	11
Accessory Structures	7
Fences	5
Swimming Pools/Hot Tubs	2
Demolition	1
Grading	1
COMMERCIAL	53
New Commercial Building	2
Accessory Structures	3
Exterior Improvements	7
Grading	1
Fences	1
Demolition	1
Paving	4
Temp. Construction Trailers	7
Permanent Signage	1
Temp. Signage	4
Home Occupation Use	5
Temp. Storage Containers	17
Total	97

Table 2

Annexations

There were three (3) formal initiations of annexation or requests for annexation and two (2) formal initiations of de-annexation or requests for de-annexation during 2014.

Resolution 2014-03 - A Resolution to change the boundaries of the Town of Myersville of Myersville by annexing 1.578 acres more or less into the Town of Myersville. Land annexed into the corporate limits includes portions of the lands of the Myersville Baptist Church, Inc., Raymond Skowronski, Edwin Nikirk II, Deerwods Place and Harp Place. The annexation was initiated by the Town to establish logical boundaries.

Resolution 2014-04 - A Resolution to change the boundaries of the Town of Myersville of Myersville by annexing 0.774 acres more or less into the Town of Myersville. Land annexed into the corporate limits includes portions of the lands of the John C. Rutledge and Maryland Route 17 (Wolfsville Road). The annexation was initiated by the Town to establish logical boundaries.

Resolution 2014-05 - A Resolution to change the boundaries of the Town of Myersville of Myersville by annexing 0.774 acres more or less into the Town of Myersville. Land annexed into the corporate limits includes portions of the lands of the Town of Myersville, Jennifer A Lauer and Michael E. McLaughlin. The annexation was initiated by the Town to establish logical boundaries.

Resolution 2014-06 - A Resolution to change the boundaries of the Town of Myersville of Myersville by de-annexing 0.266 acres more or less from the Town of Myersville. Land de-annexed from the corporate limits includes a portion of the lands of David A. Barrow and Jan M. Barrow. The de-annexation was initiated by the Town to establish logical boundaries.

Resolution 2014-07 - A Resolution to change the boundaries of the Town of Myersville of Myersville by de-annexing 0.510 acres more or less from the Town of Myersville. Land de-annexed from the corporate limits includes a portion of U.S Route 40. The de-annexation was initiated by the Town to establish logical boundaries.

Subdivisions & Minor Developments

Table 3 represents the various subdivision and minor development plans reviewed by the Myersville Planning Commission in 2014.

Subdivisions & Minor Developments

Applicant	Plan Type	Location	Description
Buckeye Development	Combined Mass Grading/Improvement Plans	Monument Road	Approved Combined Mass Grading / Improvement Plans for planned subdivision of 108 units.
Buckeye Development	Water Treatment Plant Improvement Plans	Monument Road	Approved Site and Engineering Plans for the Quail Run Water Treatment Plant.
The Drees Company	Saber Ridge Raw Water Line Improvement Plans	Baltimore National Pike/Easterday Road	Approved Site and Engineering Plans for the Saber Ridge Raw Water Line to supply the Town Water Treatment Plant.

The Drees Company	Saber Ridge Revised Forest Conservation Plan	Baltimore National Pike	Approved Revised Forest Conservation Plan to allow Raw Water Line to cross Forest Conservation Area.
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Table 3

Board of Zoning Appeals Cases

There was one (1) Myersville Board of Zoning Appeals cases heard in 2014.

Case MY-BA-14-01 – A request for a Special Exception was filed by The Drees Company to allow a Home Occupation Use Permit for a Model Home with regular business hours, employees and additional parking in a Smart Growth Residential “R1-SG” zoning district. The Board granted a one (1) year Special exception to allow the Model Home to operate as a public sales office for homes for the Saber Ridge subdivision. The application must be renewed by July 1, 2015.

Planning & Zoning Text Amendments

Ordinance 2014-02 - An ordinance to repeal and re-enact Chapter 80, Floodplain Management, of the Myersville Town Code. The text amendment was necessary to update the certain minimum floodplain standards, procedures and definitions to be consistent with those outlined in the Annotated Code of Maryland and to remain in compliance with the Federal Emergency Management Agency (FEMA) National Flood Insurance Program (NFIP).

Ordinance 2014-09 - An ordinance to amend Chapter 165, Zoning, of the Myersville Town Code to remove all references to Article 66B, repealed in 2012, of the Annotated Code of Maryland, with the Land Use Article of the Annotated Code of Maryland, enacted in 2012.

Ordinance 2014-10 - An ordinance to amend Chapter 130, Article XI, Forest Conservation, of the Myersville Town Code, to establish a Priority Funding Area (PFA) and a non-PFA rate for fee-in-lieu of forest conservation as required by Maryland State Law.

Re-zoning / Map-Amendment

There were no requests or Town-initiated re-zoning amendments made in 2014.

Zoning and Code Issues

Table 4 represents the various zoning and code enforcement cases handled in 2013 by the Town Zoning Administrator.

Zoning Violations

Violation Type	Occurrence
Junkyard Violation	1
Work w/o Permit	2
Home Occupation	7
Total	10

Table 4

Infrastructure Improvements

- **Main Street & Walnut Street Improvement Project** – The Town’s contractor completed the restoration project to Main Street in 2014. The project renovated the Town-owned portion of Main Street between Maryland Route 17 (Wolfsville Road) and Church Hill Road. The project resurfaced the asphalt road, replaced the road’s sub-base, replaced road markings and signage, and replaced the Town’s water and sewer lines under the roadway, while adding new storm drains to transport stormwater. The project also replaced sidewalks along this portion of Main Street. Walnut Street did receive a new storm drain as well as a new layer of asphalt.
- **Sewer Line Relocation Project** – The Town’s contractor has began work on the sewer transmission line exposed in Grindstone Run as a result of Hurricane Sandy in 2012. The project will relocate and replace approximately 2,500 linear feet of sewer transmission line. The project is anticipated to be completed in 2015.
- **Main Street Sidewalk Retrofit Project** – The State Highway Administration (SHA) completed a project retrofitting the sidewalks along the State-owned portion of Main Street between Cedar Street and Eagle Bay Drive. The project replaced and added previously non-existent sidewalks along the State highway for pedestrian access. The project was completed in 2014.

Review of Town Construction Projects

- **Recreational Pavilion** – The recreational gazebo, sited along the Town’s trail between Main Street and Doub’s Meadow Park was completed in 2014.
- **Storage Shed/Workshop** – The Town erected a 320 SF storage shed/workshop on the site of the Waste Water Treatment Plant (WWTP) for materials working and storage. This project was completed in 2014.

Ongoing Projects and Research

- ***Open Space & Trails Master Plan*** – The Myersville Planning Commission assumed the role of developing an Open Space & Trails Master Plan to be incorporated by the Planning Commission in the 2015 Comprehensive Plan update. The Plan is anticipated to be completed in 2015.
- ***“Trolley” Park*** – The Town continues to plan for a park in the center of Town. The Town has obtained State funds to improve the raw land on Main Street, and is in the process of removing all encumbrances from the property.
- ***Saber Ridge*** – The Saber Ridge subdivision continues to move forward with new single family home construction with seven (7) new single family home permits obtained in 2014 and one (1) permit obtained so far in 2015. There are 23 new homes remaining to be built in Saber Ridge.
- ***Dominion Transmission, Inc. (DTI)*** – The Myersville Compressor Station was constructed and operational in 2014. DTI has announced plans to double the size of the compressor and compressor building in the future.
- ***Ventrie Court Utility Extension*** – The Town has plans to extend an 8” water main to the intersection of Milt Summers Road and Maryland Route 17 (Myersville Road). The project would be funded by DTI, who will need the water main to support a hydrant at that location as part of the approval process for doubling the capacity of the compressor station. This will move the water line closer to properties on Ventrie Court for future connection to the Town’s utilities.

Changes in County Jurisdiction

There were no changes in County jurisdiction in 2014.

Summary

All planning and zoning changes occurring in Town during 2014 are consistent with the Myersville Comprehensive Plan and the Frederick County Comprehensive Plan, with the sole exception of Dominion’s Myersville Gas Compressor Station, only permissible by Federal Law. All text amendments, annexations, de-annexations, Planning Commission decisions and Board of Zoning Appeals decisions were also consistent with the Myersville Comprehensive Plan, and consistent with each other. The following recommendations shall help to improve the planning and development process within the Town.

Recommendations

Prior Recommendations (2013)

Organizational

1. Attract new membership and greater interest in Myersville Planning Commission and Myersville Board of Appeals matters. Both the Myersville Planning Commission and the Myersville Board of Zoning Appeals are at full membership; however, interest in local planning and zoning matters remains low among Town citizens.
2. Revise Planning Commission Bylaws to replace Article 66B with the Maryland Land Use Article. The Planning Commission's Bylaws were amended to remove Article 66B and replaced with the Land Use Article.

Short-Term Planning

3. Survey Town Corporate Boundaries in areas that were not annexed into Town during recent years to get a true picture of where the Myersville Corporate Limits are. The Town was able to identify the "true" municipal boundaries of the Town in 2014.
4. Initiate annexation of partial parcels and unincorporated "pockets" into Town to create clear corporate limits that make sense to the sense of community. As a result of identifying the "true" boundaries of the Town, the Town initiated three (3) annexations to achieve logical boundaries.
5. Initiate de-annexation of partial parcels out of Town to eliminate areas that are clearly not part of the community or are logistically unfeasible. These areas include "slivers" of road ways, farms, etc. that are clearly not part of the Town's community. The Town initiated two (2) de-annexations to eliminate areas that were clearly outside of the community to achieve logical boundaries for the Town.

Long-Term Planning

6. Assist in the establishment of a Myersville Historical Society. The Myersville Historical Society continues to take shape and has begun meeting on a regular basis at Myersville Town Hall.

7. Complete Open Space & Trails Master Plan for inclusion into the Myersville Comprehensive Plan to be updated by 2016. **The Open Space & Trails Master Plan is nearing completion for adoption by the Planning Commission as part of the Comprehensive Plan update.**

Town Projects

8. Continue coordination with private property owners to secure easement agreements for sewer relocation effort. **The easements were secured by the Town as the sewer relocation project now moves forward with construction.**
9. Continue planning effort to develop “Trolley Park” area as focal point of the Town. **The Town has entered an agreement with the Myersville Volunteer Fire Company to lift all encumbrances on the property to allow the Town to develop the land into a park and focal point for the community. The Town has obtained Program Open Space (POS) acquisition funds from the State to acquire the property out-right and POS funding for improvement to be made to the park. Once the park is free of encumbrances, the Town will be able to move forward with development of the property as a community park.**

Current Planning Commission Recommendations 2014

Organizational

1. Revise Board of Zoning Appeals Bylaws to replace Article 66B with the Maryland Land Use Article.

Short-Term Planning

2. Generate legal description of the corporate limits of the Town of Myersville for future Charter updates.
3. Complete Open Space & Trails Master Plan for inclusion into the Comprehensive Plan.

Long-Term Planning

4. Complete Comprehensive Plan update.
 - a. Update Town Zoning Map.
 - b. Create Highway Commercial “HC” zoning district.
 - c. Repeal Highway Employment Overlay “HEO” district.
 - d. Update Existing Land Use Map.
 - e. Update Future Land Use Map.

Town Projects

5. Continue planning effort to develop “Trolley Park” area as focal point of the Town.
6. Continue planning effort for extension of Town utility services to Ventrice Court.