Town of Emmitsburg

Mayor Donald N. Briggs

Board of Commissioners
Timothy O'Donnell, *President*
Clifford Sweeney, *Vice President*
Glenn Blanchard, *Treasurer*
Joseph Ritz III
Elizabeth Buckman

Town Manager
Cathy Willets

Town Clerk
Madeline Shaw

TOWN MEETING AGENDA
May 1, 2017 – 7:30 p.m.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **FUTURE MEETINGS**

   Town Council Meeting on Budget: May 15th @ 7:30pm
   Citizens Advisory Committee Meeting: May 16th @ 7:30pm
   Parks Committee Meeting: May 16th @ 7:30pm
   Town Council Meeting: June 5th @ 7:30pm

4. **MEETING ITEMS**
   - **A. APPROVE MINUTES: April 3, 2017 & Amend February 6, 2017**
   - **B. POLICE REPORT**
   - **C. TOWN MANAGER'S REPORT**
   - **D. TOWN PLANNER'S REPORT**
   - **E. COMMISSIONER COMMENTS**
   - **F. MAYOR COMMENTS**
   - **G. PUBLIC COMMENTS**
   - **H. ADMINISTRATIVE BUSINESS (please see attached)**
     - I. Annual Planning Commission Report
     - II. Resolution to Expand the Sustainable Communities Area
     - III. Update Hunting and Trail Use Guidelines
     - IV. Proclamation: International Compost Awareness Week
     - V. Consideration of Reciprocity with the Waynesboro Community Pool
   - **I. TREASURER REPORT**
   - **J. PLANNING COMMISSION REPORT**
   - **K. AGENDA ITEMS (please see attached)**
     - I. Initial Budget Presentation for FY 2018
     - II. Discussion of Zoning Text Amendment in B2
     - III. Geographical Information System (GIS) Update
   - **L. SET AGENDA FOR NEXT MEETING: May 15, 2017**
5. **SIGN APPROVED TEXT AMMENDMENTS AND/OR RESOLUTIONS**
6. **ADJOURN**

300A South Seton Avenue • Emmitsburg, Maryland 21727
Phone 301.600.6300 • Fax 301.600.6313 • info@emitsburgmd.gov •

A. APPROVE MINUTES: April 3, 2017

draft

MINUTES
TOWN MEETING
April 3, 2017
Emmitsburg Town Office

Present: Mayor Donald Briggs; Commissioners: Glenn Blanchard, Elizabeth Buckman, Joseph Ritz III, Clifford Sweeney, and Tim O'Donnell, President.

Staff Present: Cathy Willets, Town Manager; Madeline Shaw, Town Clerk; Amy Naill, Code Enforcement Officer; and Cole Tabler, Town Accountant.

I. Call to Order
Commissioner Tim O'Donnell, President of the Board of Commissioners, called the April 3, 2017 Town Meeting to order at 7:30 p.m. EST. Pledge of Allegiance was recited.

Approval of Minutes
The minutes of the March 6, 2017 Town Meeting were approved as presented. Motion by Commissioner Buckman, second by Commissioner Ritz III. Passed 4-0, Commissioner Sweeney arrived as the vote was being taken.

Police Report:
Deputy Mostoller presented the police report from March 2017 (exhibit attached). The majority of traffic collisions (3) occurred at the square light. The deputies participated in Read Across America at the Mother Seton School. Because the pool is closed, the deputies would like to do an Emmitsburg scavenger hunt in June. There will be a prize for the winning family. Registration will be available on the Town website. The first family that turns in the scavenger hunt, with all the correct answers, will win the prize. The deputies have also been updating the Emergency Contact Sheet for local businesses. Deputy Mostoller reminded drivers to be alert for pedestrians in the warmer weather. He also stated there have been 3 overdoses in March, 1 was unintentional and 2 were heroine related. Commissioner O'Donnell inquired about a safety escort for the Community Day bike ride.

Town Managers Report:
Cathy Willets presented the town manager's report from February 2017 (exhibit attached). A Project Open Space (POS) grant funded new dugout roofs and baseball fences for field #3, #5, and #6. Town staff removed graffiti in Memorial Park. Rainbow Lake is at 16.6ft (spillway level) for the first time in 6 months. The wells are 36.75ft below optimum level. The Town still has a deficit of 5.74 inches of rain over the last 6 months. The LG Sonic Algae Control System will be installed April 11th. The Square Project contractor has delayed the start of the project to late April or May. Ms. Willets stated there is some residential construction interest in South Gate; there are for sale signs along South Seton Avenue. Commissioner O'Donnell inquired about town staff pursuing a grant that purchases low cost housing in Town. Town staff has not pursued this grant. Ms. Willets mentioned SHA is in charge of setting up all the signage for detours; Main Street will not be closed the weekend of Community Heritage Day.

Town Planners Report:
Cathy Willets, Town Manager, presented the town planner's report from February 2017 (exhibit attached). Amy Naill has been working with Ms. Cipperly on code enforcement. A new round of Community Legacy Grants are being completed. The Town is continuing to work on the new dog park, and is currently collecting donations for amenities. There has been one larger donation thus far. The Bikeways Grant application has been completed.

Commissioner Comments: Commissioner(s) cited attendances, recognitions, and announcements.

- Commissioner Buckman: The Citizen's Advisory Committee presented a plaque honoring Martin Luther King Jr. and his I Have a Dream Speech. The plaque will be hung in the Town Office. Commissioner Buckman thanked Dominic Nield for his work on the Pregnancy Center Prayer Garden. She mentioned the Waynsboro Pool is extending a residential membership rate to Emmitsburg residents since the pool will be closed this summer. She also thanked the community for helping to take down a collapsing barn.
- Commissioner Ritz III: Saturday July 15th is a family event at Community Park.
- Commissioner Sweeney: Thanked the community for participating in a dance that raised money for the fireworks display on Community Heritage Day. More fundraisers are coming up. He would like to get mist tents for Community Heritage Day. Any donations or volunteers will help create an enjoyable family event.
- Commissioner Blanchard: Attended the Town's Child Abuse Awareness Ceremony and WWI Commemoration Ceremony.
- Commissioner O'Donnell: Meet with town staff regarding Emmitsburg Multiuser Trail 2018 Proposal. He attended various bike meetings to improve Emmitsburg bike ride ability. Would like to have a discussion at the next town meeting regarding trail use on non-hunting Sundays throughout the year.

Mayor's Comments:
Mayor Briggs attended numerous meetings in March 2017. The Mayor attended the Town's Child Abuse Awareness Ceremony. In April the Mayor will be speaking at the Sprinkler System Dedication at the Fire Museum and the WWI Commemoration Ceremony. He will also be meeting with the County Executive for a Mayors' Meeting.
An invitation was extended to the public to join the Green Team, Emmitsburg's sustainability team. If interested, contact the Town offices.

Public Comments:
Conrad Weaver, 343 Mountaineers Way- Mr. Weaver has been meeting with numerous people regarding heroin use around Frederick County. He thanked the Deputies for helping to control the heroin epidemic in Emmitsburg, as the number of heroin overdoses has been declining. He encouraged town staff and the public to attend upcoming local activities regarding education on the heroin epidemic. By joining together, we can help solve the problem. *Anthony Gipe, 13 Deep Powder Terrace Fairfield, PA*- Mr. Gipe thanked Commissioner O'Donnell for his involvement in the Multi-User Trails. He would like more signage regarding pedestrian crossing where the trails cross the road. Numerous people speed down the road and it's dangerous to cross. He would also like more signage in various places on the trail clearly stating when the trail is opened/closed. He recommends creating a hiking trail that goes around the lake. Mr. Gipe said he is willing to volunteer his time to clean up trash around Rainbow Lake.

Administrative Business:

- Pool Lighting: Cathy Willets, Town Manager, received information from the pool contractor. There needs to be illumination of the water, deck and walkways to stay open after sunset. Budget wise, Ms. Willets does not recommend pursuing lighting at this time. Commissioner O'Donnell inquired about implementing the lighting in phases. Ms. Willets mentioned LED pool lights can be installed in the pool now (while the new pool is being built), and the remainder of the lights (i.e. deck and walkway lights) can be pursued during a later fiscal year. The 8 in-pool lights is $13,200 and additional funding will need to be found to cover the expense. There was discussion among the Commissioners about the necessity of pool lighting. Commissioner Sweeney inquired about having PVC piping put in the concrete so the new concrete wouldn't need to be torn up at a later date for lighting. Commissioner Ritz III was concerned with the additional cost without bringing in excess revenue. Commissioner O'Donnell mentioned the town would charge people to have after hour parties, which would help recover costs, and numerous people have already expressed interest.

Motion: - Directing town staff to approach the vendor regarding pricing for just the conduit.
Motion by Commissioner Blanchard, second by Commissioner Buckman.
Vote: 5 – 0 in Favor.

- Proclamation: AMVET "Because We Care Day:" Mayor Donald Briggs asked Commissioner Blanchard to read the proclamation making April 5, 2017 "Because We Care Day." The proclamation calls upon all citizens to pay tribute to hospitalized veterans on April 5, 2017 and each day of 2017.

Motion: - To adopt the proclamation with one spelling modification.
Motion by Commissioner Blanchard, second by Commissioner Ritz.
Vote: 5 – 0 in Favor.

- Catoctin High School Addiction Awareness Event: Ed Schildt and Karen Schildt mentioned their son passed away last year from an overdose. Mr. and Mrs. Schildt host a free Wednesday night support group from 6-7pm for families experiencing active addiction. In addition, they also host a free bereavement group twice a month for families that have lost a loved one from addiction. The meetings are held in Frederick, but there has been discussion on having a group in Northern Frederick County. Everything shared is kept confidential. The support group is for those who are 18 and older, but an adolescent group could be started if a professionally trained individual can help run the group. Contact the CHRIS for Family Support in Recovery for more information.

- Waynesboro Pool Rates Offer: Presentation by Commissioner Buckman during the Commissioner's Comments. Commissioner Buckman mentioned she would like to extend the same offer to Waynesboro Community Pool if they are ever in a similar situation in the future.

Consent Agenda:
Appointment of Wayne Slaughter and Patrick Joy to the Board of Appeals, 3 year term, 04/15/2017 - 04/15/2020. Motion by Commissioner Buckman, second by Commissioner Blanchard. **Vote:** 5-0 in Favor.

Treasurer's Report:
Commissioner Blanchard presented the treasurers report as of March 28, 2017 (exhibit attached).

Planning Commission Report:
No meeting in March 2017.

II. Agenda Items
Agenda #1- Livable Frederick Presentation: Presentation at meeting by David Whitaker, Chief of Comprehensive Planning, with the Frederick County Division of Planning and Permitting (PowerPoint attached). Mr. Whitaker shared information on the process for creating the Livable Frederick Comprehensive Plan. Many of the scenarios develop a plan for 2050 projections. The projections are based on survey results of over 2,220 people, ages 17 to 80+, who live and/or work in Frederick County. The Frederick County population is projected to increase 7% by 2020. Frederick County is aging rapidly and has a growing foreign born population. Frederick County has four potential scenarios moving forward: business as usual, city rises, suburban placemaking, or multimodal places/corridors. The fourth model (multimodal places and corridors) would leverage transportation choices in Frederick County. Mr. Whitaker mentioned the Frederick Planning Commission is considering transit centers and a rail system. Commissioner O'Donnell expressed concern over Emmitsburg losing viability. Mr. Whitaker mentioned Livable Frederick can help Emmitsburg achieve future goals. Frederick County would like to create less auto dependent places, more walkability/bike ability, and more transit support. Mr. Whitaker will come back once the Comprehensive Plan is formally adopted. He welcomes any input in a letter format.

Agenda #2- Child Abuse Awareness Presentation: Presentation at meeting by Lynn Davis, Director, and Kristen Dunn, Forensic Interviewer, for the Child Advocacy Center for Frederick County. Ms. Davis thanked the commissioners and Town for making April Child Abuse Awareness Month and allowing pinwheels to be "planted" in front of the Emmitsburg Community Center. Ms. Davis stated 20 Northern Frederick County children have been involved with the child advocacy center in the past few years. Ms. Dunn mentioned the center provides free forensic exams, advocacy services, and counseling for children and families.

Agenda #3- MML Public Works Mutual Aid Agreement & Resolution: Ms. Willets presented the Maryland Municipal Leagues (MML) Public Works Mutual Aid Agreement, which would formally allow the town to provide additional public works personnel, equipment and/or material assistance to neighboring municipalities in need during a catastrophic event. The agreement must be adopted as presented. The Town must sign this agreement to

receive FEMA compensation and to receive aid from other municipalities. If Emmitsburg was also dealing with an emergency, personnel would not be taken away from Emmitsburg. If the Town wanted to withdrawal from the agreement, a resolution would need to be passed. The agreement shall be in effect for 1 year and 1 successive year.

Motion: - Motion to adopt Resolution No. 17-01:
"Adopting the Maryland Municipal Leagues Public Works Mutual Aid Agreement."
Motion by Commissioner Buckman, second by Commissioner Sweeney
Vote: 5 - 0 in Favor

Motion: - Motion to accept the Maryland Municipal Leagues Public Works Mutual Aid Agreement.
Motion by Commissioner Sweeney, second by Commissioner Blanchard
Vote: 5 - 0 in Favor

Agenda #4- Comprehensive Energy Plan: Town staff presented the Comprehensive Energy Plan for Emmitsburg (PowerPoint attached). Cathy Willets, Town Manager, mentioned town staff has been working on composing the presentation since February. The project was initiated due to several recent inquires about what Emmitsburg has done to pursue sustainability. Madeline Shaw, Town Clerk, started the presentation by describing the importance of sustainability. Ms. Shaw also described the town's participation in Sustainable Maryland, a 3 year certification program that gives the Town grant priority, free training/tools, free promotion, and aids in the conservation of Town resources. The Board unanimously voted to pursue the Sustainable Maryland program in October 2014. To become certified, the Town must achieve a minimum of 150 points and also show continued strives towards sustainability via a "Green Team" and various community projects. Ms. Shaw briefly went over sustainable projects the town has completed, is currently completing, or will complete. Some projects include a community garden, farmers market, Dog Park, sidewalk connectivity, pet waste ordinance, LED lights, and 2 solar fields. Ms. Willets discussed the Community Legacy Grants, which also fall under Sustainable Maryland. Emmitsburg has received multiple awards for its participation in sustainability. Since 2013, the Board has passed several sustainability policies with the goal of meeting at least 20% of local government building electricity needs with renewable energy. Ms. Willets also reviewed the new Maryland Department of the Environment's (MDE) legislation that required the town to build its new Waste Water Treatment Plant (WWTP).

Cole Tabler, Town Accountant, reviewed the Town energy expenses. Mr. Tabler mentioned the numbers used in the presentation are audited numbers. In addition, he noted the Town's fiscal year (July thru June) and the Solar Generation Year (May thru April) are not the same. Mr. Tabler 4 Potomac Edison (PE) Highlights since the solar fields were installed: PE invoices have almost halved, kWh usage with variable rates no longer apply, kWh fixed rates assist in budgeting, and certain line item charges no long apply to the Town. Mr. Tabler gave a brief history of the solar fields. Solar Field 1 opened in April 2014 with an initial rate of $0.079 per kWh. Solar Field 2 opened in August 2015 with an initial rate of $0.068 per kWh. Together, both fields produce an average of 256,700 kWh per month, of which an average of 117,600 kWh is currently not being consumed. On average the new and old plant use 32% of the solar generation. Mr. Tabler mentioned the Town receives a First Energy kWh refund based on kWh not consumed. The total excess net kWh expense for both solar fields was $11,900 in April 2016. In summary, the Town's projected FY 2017 energy expense is less than the total energy expense of $175,400 in 2010 before the new WWTP came online. In addition, the Town now has capacity to grow. The Town reached its 20% renewable energy goal in 2015, and continues to shift its reliance to renewable energy. Ms. Willets mentioned a new community account array will allow the Town the opportunity to add non-town organizational users to reduce the amount of excess kWh. Ms. Shaw concluded the presentation by stating the green impact of the Town's solar field (i.e. trees saved, CO2 avoided, etc.) according to numbers by Standard Solar. There was discussion over how sustainability projects are classified as sustainable. Commissioner Ritz III inquired if the Town was really saving money. Ms. Willets stated the Town is projecting an overall energy savings on $27,140 for 2017. Ms. Willets stated the numbers presented were audited numbers according to the town's fiscal year and a best/worst case scenario was not assumed. If anyone would like to view the presented numbers in detail, they should contact the Town office.

Agenda #5- Emmitsburg Multiuser Trail 2018 Proposal: Presentation by Commissioner O'Donnell. The Town uses grants to construct the Multi-User Trails. To use the grant, the Town must match the funds through either volunteer hours or monetary amounts. Commissioner O'Donnell reviewed the steps for constructing a new trail. The trail corridor will be looked at by town staff, a recommendation will be made to the Board of Commissioners, and then if it is approved by the Board, a flag line will be established. If the board accepts the flag line, then the corridor is cleared. Regular inspections are made to ensure accuracy. When the trail is complete, the Board will be asked to approve the end result. If approved, the contractors will be able submit their invoices for payment. The trail construction will be completed by August 2018. So far volunteers have contributed approximately 1,454 hours. If paid the state rate of $23 per/hr, volunteers have contributed $33,149. An anonymous individual also donated $300,000 to trail construction. The goal is to eventually connect the Town. Trail maps are on the Town website and MTB Project website. Commissioner O'Donnell will bring the proposed trail corridor to the Board at a later date.

Set Agenda Items for May 1, 2017 Town Meeting

1. Initial Budget Presentation for FY 2018
2. Discussion of Zoning Text Amendment in B2
3. Geographical Information System (GIS) Update

III. SIGN APPROVED TEXT AMENDMENTS AND/OR RESOLUTIONS

IV. Adjournment

With no further business, the April 3, 2017 Town Meeting was adjourned at 11:20p.m. EST.

Respectfully submitted,

Madeline Shaw
Town Clerk

Approved:

AMEND APPROVED MINUTES: February 6, 2017

MINUTES
TOWN MEETING
February 6, 2017
Emmitsburg Town Office

Present: Mayor Donald Briggs; Commissioners: Glenn Blanchard, Elizabeth Buckman, Joseph Ritz III, Clifford Sweeney, and Tim O'Donnell, President.

Staff Present: Cathy Willets, Town Manager; Madeline Shaw, Town Clerk; Amy Naill, Code Enforcement Officer; Cole Tabler, Town Accountant; and Dan Fissel, Sewer and Water Superintendent.

I. Call to Order
Commissioner Tim O'Donnell, President of the Board of Commissioners, called the February 6, 2017 Town Meeting to order at 7:30 p.m. EST. Pledge of Allegiance was recited.

Commissioner O'Donnell acknowledged the presence of Roger A. Wilson, Government Affairs and Policy Director.

Approval of Minutes:
The Minutes of the January 3, 2017 Town Meeting were approved as presented.
Motion: To approve January 3, 2017 Town Meeting Minutes as presented.
Motion by Commissioner Buckman, second by Commissioner Sweeney**.**
Vote 5-0 in Favor

Police Report:
Deputy Whitehouse presented the police report from January 2017 (exhibit attached). He mentioned the PNC Bank robbery is still under investigation, and he would like anyone with information to contact the Emmitsburg deputies. Commissioner O'Donnell relayed concern of citizens to have more red light traffic enforcement at the town square.

Town Managers Report:
Cathy Willets presented the town managers report from December 2016 (exhibit attached). Ms. Willets mentioned Rainbow Lake is 1.2 feet below spillway level, but the wells are still 41 feet below the desired level. She recommends continuance of voluntary water restriction. All USDA loans and MDE grants are complete for financing the new waste water treatment plant. Commissioner O'Donnell expressed concern with the paint condition of Irishtown Road. Commissioner Blanchard expressed desire to fill vacant business buildings in town.

Town Planners Report:
Cathy Willets presented the town planners report from December 2016 (exhibit attached). Staff has been meeting with SHA on Flat Run Bridge Project; there is no start date yet. The SHA has been invited to speak about the Square Revitalization Project at the March 6th meeting. Staff is working on the bike ways grant and the dog park proposal. Commissioner Ritz expressed concern with various unsightly buildings in town that will need to be addressed if the town's appearance is to be improved. Commissioner O'Donnell stated in March the SHA is holding a grant meeting in Hagerstown regarding the grant process and bike route from Northern Frederick County to the C&O Canal. He would like Ms. Cipperly to attend.

Commissioner Comments: Commissioner(s) cited attendances, recognitions, and announcements.

- Commissioner Buckman: Stated residents are concerned with plow trucks pushing snow with glass in it to the Silo Hill playground area. Asked plow trucks to pay more attention to cleaning up glass.
- Commissioner Ritz III: Reminded citizens of Ordinance Code 6.04.140 that requires the removal of animal feces from streets, parks, sidewalks, and public areas. Mr. Ritz III also stated concern over an article published by the Emmitsburg News-Journal stating the town turned down the Kentucky Long Range Riffle tourist attraction. The Board did not vote on the matter.
- Commissioner Blanchard: Stated there will be a 100th Centennial of WWI ceremony at the Doughboy statue on a Saturday in March; the details are still being arranged.

- Commissioner O'Donnell: Attended the Mid-Atlantic Off-Road Enthusiast party for the trail conservancy grant. He stated the town has 319 volunteer hours that can be applied to grants. The town has been awarded $100 cash to put towards trail day picnics. Complemented town staff on salting roads and sidewalks.

Mayor's Comments:
Mayor Briggs attended numerous meetings in January 2017; attended MML Mayor's Conference and went to seminar on Main Street Program. He clarified he does not speak on behalf of the Board of Commissioners before an official vote has been taken.

Public Comments:
Carolyn Miller, 48 2nd Avenue- Ms. Miller spoke about Emmit Gardens Community where she has lived for 20 years. Asked the town to reconsider putting a park in Emmit Gardens because it's dangerous for children to travel to Silo Hill. *Neoline James, ~~700 East Main Street~~* **EMMITSBURG RESIDENT**- Ms. James lives in Emmit Gardens and expressed desire to put a new playground in with a baseball diamond, monkey bars, or swings due to safety concerns. *Aidoun Cottrell, 59 2nd Avenue*- Mr. Cottrell lives in Emmit Gardens and expressed desire to put a new playground in that features a swing set because it's dangerous for children to travel to Silo Hill. *Joel Miller, 48 2nd Avenue*- Mr. Miller lives in Emmit Gardens and expressed desire to put a new playground in for safety concerns and children leisure. *Connor Stahley, 59 2nd Avenue*- Mr. Stahley lives in Emmit Gardens and expressed desire to put a new playground in. Commissioner O'Donnell asked Commissioner Ritz III if plans for a park could be researched and a recommendation made at next town meeting on March 6th. Mrs. Willets stated the proposed site for a park is the future location of a Water Plant, but perhaps an alternative location can be chosen. *Chris Price, 107 S. Seton Avenue*- Asked Board to reconsider the park rental fee. Mr. Price is with Alcoholics Anonymous and says they can't afford the new fee. The group would be comfortable with a fee of $10 or $15 instead of $50. Mr. Price is also a business owner and resident. *Pastor John Talcott, 303 W. Lincoln Avenue*- Mr. Talcott is concerned with the park fee and says it will be difficult to get the money needed for his non-profit to host bi-monthly park events.

Administrative Business:
- Update on pool repair and renovation: Presented by town staff and contractor, Make N' Waves. Ms. Willets updated the Board on the current status of the 45 year old community pool. It has been found that the floor drains were not winterized properly, plumbing is not up to national codes, and no significant work has been done on the pool since it was opened. Other problems include beam damage, a major break in the return line, cracks in the pool shell, deteriorating Gunite, and 4 extra layers of plaster. If renovations continue, a structural engineer will need to be hired. $55,000 has been paid to date, but it is estimated that another $250,000 is needed to repair the pool. A new pool would be approximately $369,500. Commissioners discussed if the town needs a pool. General consensus revealed interest to keep the community pool. Commissioners decided to hold additional meeting on Monday February 13th @ 7:30 p.m. to discuss funding and future of community pool. The pool probably won't open this year.
- Commissioner O'Donnell stated trail work days will be on April 23rd, May 21st, June 17th, and August 5th.

Consent Agenda:
- Reappointment of Joyce Rosensteel to the Planning Commission 0/18/2017 - 01/18/2022. Motion to accept initiated by Commissioner Buckman, second by Commissioner Ritz III**. Vote 5-0 in Favor.**
- Reappointment of Dianne Walbrecker to Board of Appeals 12/15/2016 - 12/15/2019. Motion to accept initiated by Commissioner Ritz III, second by Commissioner Sweeney**. Vote 5-0 in Favor.**
- Appointment of Ronald Lind to Board of Appeals 2/17/2017 - 2/17/2020. Motion to accept initiated by Commissioner Sweeney, second by Commissioner Buckman. **Vote 4-0 in Favor.** Commissioner Ritz III abstained due to family relations with Mr. Lind.

Treasurer's Report:
Commissioner Blanchard presented the treasurers report as of January 31, 2017 (exhibit attached). Mentioned the Comptroller of Maryland misallocated income tax revenue statewide between 2010 and 2014. As a result, Emmitsburg will need to repay $14,368 starting in 2024 when a ten-year, interest-free repayment period will be initiated at $1,436.80 per year.

Planning Commission Report:
Commissioner Sweeney stated the Planning Commission met on January 30 to reorganize and reappoint Joyce Rosensteel. Plans are being submitted for the new Seton Center on East Lincoln Avenue soon. Commissioner

Sweeney stated all the board members stayed the same after the reorganization.

II. Agenda Items

Agenda #1: Audit and budget process presentation:

Michelle R. Mills, CPA with Draper & McGinley P.A, and Cole Tabler, Town Accountant, presented the fiscal year 2016 audit results (exhibit attached). Ms. Mills advised on how to avoid common local government financial mistakes and answered questions from the Commissioners. The town received an unmodified opinion on the financial statements. The total net position was $32,972,248 (government-wide). Ms. Mills reported that the town has excess revenues and over expenditures of $56,440 from a government fund level, but only $6,080 from a governmental activities perspective. Stated if the depreciation is not fully funded, then an ordinance should be enacted. She reported that in all most things were comparable to the prior year, no significant items were identified during the audit, and the staff was very helpful.

Agenda #2: New technology for Rainbow Lake and Water Plant related to LG Sonic:

Presented by Cathy Willets, Town Manager; Dan Fissel, Sewer and Water Superintendent; and Bill Kramer, Kershner Environmental Technologies LLC (exhibit attached). Ms. Willets showed charts of declining well levels, increased use of chemicals, rising over time costs, and increased amount of backwash needed to clean the algae out of the water system. She stated it's estimated an algae control system can save the town approximately $19,385 a year. 4 different LG Sonic algae control options were presented for calibration and algae tracking. The starting fees for the system would be $38,650 the first year. Town staff recommends option 3 and budgeting for new parts. Mr. Kramer stated an 18 month warranty would not be provided if an outside company was used for calibration. Commissioner O'Donnell would like to see DNR sign off on this technology. If approved, the system will begin in April 2017.

Motion: To purchase LG Sonic Technology for the first year totaling $38,650.
Motion by Commissioner Sweeney, second by Commissioner Blanchard.
Vote: 5 – 0 in Favor

Motion: To purchase service option #3, additional KET Routine On-Site O&M Service, for $13,000/year.
Motion by Commissioner Buckman, second by Commissioner Sweeney.
Vote: 5 – 0 in Favor

Agenda #3: Discussion on life insurance for the elected officials of the Town:

Withdrawn- future agenda item once more information is gathered.

Set Agenda Items for February 13, 2017 Town Meeting

1. Action item: Potential for swimming pool replacement and related funding

Set Agenda Items for March 6, 2017 Town Meeting

1. Update from SHA about the proposed Urban Reconstruction Project
2. Human resource presentation on staff salaries and performance evaluations
3. Park pavilion fees
4. Emmit Garden playground site and equipment

III. SIGN APPROVED TEXT AMENDMENTS AND/OR RESOLUTIONS- none

IV. Adjournment

With no further business, the February 6, 2017 Town Meeting was adjourned at 10:50 p.m. EST.

Respectfully submitted,

Madeline Shaw, Town Clerk
Approved: March 6, 2017

B. POLICE REPORT: Presentation by deputies at the meeting.

C. TOWN MANAGER'S REPORT

Town Manager's Report
March 2017
Prepared by Cathy Willets

Streets:

- Staff cold patched some pot holes around town.
- Staff straightened some street signs & post around town.
- Staff picked up damaged street light (#33) across from 103 Silo Hill Parkway (Silo Hill carwash). Fixture was totaled after being struck by a tractor trailer. Staff rewired, drilled new bolt holes, & put old street pole & new fixture back up.
- Staff painted a 20' section of curb yellow at the crosswalk in front of St Joseph's Church on North Seton Ave.
- Staff worked snow storm on 3-14-17: pretreated w/salt; plowed & salted streets; hauled snow from East & West Main St; cleaned & salted sidewalks.
- Staff repaired some street lights in Northgate.
- Staff repaired some parking blocks around the square.

Parks:

- Staff repaired nets at Community Park basketball court.
- Staff removed graffiti from playground equipment in Community & Memorial Parks.
- Staff cleaned, stocked, & summarized restroom buildings in parks.
- Staff performed monthly park maintenance checks on equip, ball fields, roads, etc.

Water:

- Rainbow Lake is at the spillway level (normal is 16.6 feet).
- The roughing filters are being backwashed three times a day and the DE filters are being done two times per week.
- Our wells are now on average 36.75' below their May 2011 levels . **The wells are stable but have not reached the maximum static or pumping level depth to water yet, but should be recovering in the near future. Recommend removal of Phase 1 water restrictions.
- Water production and consumption. We produced an average of 314,118 GPD. We consumed an average of 282,667 GPD.

The difference is "Backwash Water" ... (12.1%).

We purchased 421,050 gallons of water from MSM this month.

- 43.5% of this water came from wells.
- 4.1% of this water came from Mt. St. Mary's.
- 52.3% of this water came from Rainbow Lake.

Wastewater:

- We received about 3.2" of precipitation this month (the average is 4.06").
  - We have a precipitation **DEFICIT** of 5.93" over the last six months. The average precipitation for the period from October 1 through March 31 is 20.33". We have received 14.4" for that period.
- Wastewater Treatment:
  - We treated an average of 524,000 GPD (consumed 282,667 GPD) which means that 46% of the wastewater treated this month was "wild water".
  - We had no spills of untreated sewerage in the month of March.
  - We did not exceed the plant's design capacity in the month of March.

Trash: Trash pickup will remain Mondays for the remainder of the month of May except for Memorial Day. Trash will be picked up on Tuesday, May 30th.

Meetings Attended:

- 03/01 Met with Town Planner, Mayor and Wayne Powell regarding the proposed casino
- 03/06 Attended Town Meeting
- 03/08 Met with Dir. of Public Works and Water/Sewer Superintendent to review policies and procedures
- 03/09 Met with the Mayor
- 03/09 Met with Town Clerk & Town Accountant about energy presentation
- 03/10 Met with Mayor and Town Planner
- 03/11 Attended safety meeting with all Public Works and Water/Sewer staff
- 03/13 Met with Commissioner O'Donnell re: trail updates
- 03/16 Attended Department Head Meeting
- 03/16 Attended Support Staff meeting
- 03/16 Met with the Mayor
- 03/16 Met with Town Clerk & Town Accountant about energy presentation
- 03/20 Met with Mayor
- 03/20 Met with Joe Lebherz (MSM)
- 03/21 Met with Mayor
- 03/21 Met with Town Clerk & Town Accountant about energy presentation
- 03/21 Attended meet & great with HR consultant and staff
- 03/23 Met with Town Clerk & Town Accountant about energy presentation
- 03/23 Met with Kershner to discuss algae metrics/goals
- 03/27 Met with Town Manager in Middletown to discuss various topics
- 03/28 Met with Mayor
- 03/28 Met with Town Accountant and Public Works staff about FY18 budget
- 03/28 Met with Town Accountant and Town Clerk about FY 18 budget
- 03/29 Met with Town Accountant and Water/Sewer staff about FY18 budget
- 03/29 Met with Town Accountant and Town Planner about FY18 budget
- 03/30 Met with Town Accountant about FY18 budget
- 03/30 Met with staff to review dog park clearing rfp
- 03/31 Met with Mayor

PARKING ENFORCEMENT REPORT
March 2017

Overtime Parking	98
Restricted Parking Zone	1
Parked in Crosswalk	
Parked on Sidewalk	1
Parked Blocking Road	
Parked by Fire Hydrant	2
Parked on Highway	
Failure to Park between Lines	
Other Violation	
Left Side Parking	1
Meter Money	$997.26
Parking Permits	$230.00
Meter Bag Rental	$8.00
Parking Ticket Money	$445.00
Funerals	1
Total:	**$ 1,680.26**

D. TOWN PLANNER'S REPORT

Town Planner's Report
March 2017
Prepared by Sue Cipperly

1. Attended Town Meeting on March 6.
   Attended project/issues meetings with Mayor Briggs, Cathy Willets, Town Manager and other staff.
   Attended Department Head meeting on March 16, 2017.

2. **Enforcement - with Amy Naill:**
   - Sent letters to property owners where there are abandoned property issues. Real progress has been made regarding this issue, due to persistent follow-up.
   - Conferred with owner of Brookfield lots regarding barricade on Heatherwind Dr. (dead end) to prevent crossing land to access Irishtown Road.

3. **State Highway Administration:**
   Flat Run Bridge
   - Continued coordination with State Highway representatives, including notification of any upcoming shoulder closure/flaggers via Ch.99 and website.

   Square revitalization project
   - Coordinated with SHA and town departments re square elements.
   - Provided info to property owners regarding trees, etc.

4. **Community Legacy Grants:**
   - Tracked local project reimbursement requests with DHCD.
   - Provided information to potential grantees.
   - Provided CL info and before/after pictures for town website.

5. **Dog Park:** Created RFP for clearing of dog park area and advertized it. Responded to inquiries by potential bidders. Discussed Frederick County SWM and grading requirements with county staff. Sent request to Penn Forestry for recommendations re existing trees and whether forestation plan would be required. (No trees healthy enough to keep and existing vegetation doesn't meet definition of forest.) Presented update at Town Meeting March 6.

6. **Permits:** Researched Frederick County permit info for local business. Permit activity starting to pick up, as weather improves.

7. Worked with potential new business for 24 W. Main Street to get town and county permit applications submitted.
8. MDOT Bikeways grant - Finalized RFP for feasibility study and advertized. Submittal date April 12, 3:30 p.m.
9. Received proposal for GIS consulting from ALWI.
10. Conferred with Frederick County and MD Dept. of the Environment regarding playground in floodplain. If there is any fill, such as mulch, permits are required. Will require engineer involvement.
11. Conferred with MDE re MS-4 Stormwater Management permit. Will schedule meeting with MDE, FredCo, and other Frederick County towns to prepare reports and plans, and learn about changes in state regulations.

E. COMMISSIONER COMMENTS

F. MAYOR COMMENTS

G. PUBLIC COMMENTS

H. ADMINISTRATIVE BUSINESS

I. Annual Planning Commission Report: Presentation by Sue Cipperly, Town Planner. The MD Dept. of Planning requires that an annual report of certain planning-related activities be filed each year by the Planning Commission. The report was approved by the Planning Commission on April 24, 2017. It has to be filed with the Town Board. No approvals are necessary -- just acceptance of the report.

Office of the Secretary
Maryland Department of Planning
Attn: David Dahlstrom, AICP
301 W. Preston St.
Baltimore, Maryland 21201-2305

Re: Annual Report Calendar Year 2016

Dear Mr. Dahlstrom:

The Town of Emmitsburg Planning Commission approved the Annual Report for the Reporting Year 2016 as required under the Land Use Article on April 24, 2017. In addition, this report was filed with the local legislative body on May 1, 2017. An updated list of town officials, Planning Board members, and Board of Appeals members and alternates is attached, as well.

The following Annual Report was approved:

1. Number of new Residential Permits Issued:

Table 1: New Residential Permits Issued
Inside and Outside the Priority Funding Area (PFA)

Residential – Calendar Year 2015	PFA	Non - PFA	Total
# New Residential Permits Issued	0	na	0

2. Is your jurisdiction scheduled to submit a 5-Year Report as required under §1-207(c)(6) of the Land Use Article?
If yes, include the 5-Year Report as an attachment. Y ☐ N x

3. Where there any growth related changes which includes Land Use Changes, Zoning Ordinance Changes, New Schools, Changes in Water or Sewer Service Area, etc? If yes, list. Y ☐ N x

4. Did your jurisdiction identify any recommendations for improving the planning and development process within the jurisdiction? If yes, list. Y ☐ N x

5. Have all members of the Planning Commission/Board and Board of Appeals have completed an educational training course as required under §1-206(a)(2) of the Land Use Article? Y x* N ☐
*Two recently appointed alternates to Board of Appeals need to complete course.

Sincerely,

Patrick B. Boyle
Chairman

Annual Planning Commission Report Continued

TOWN OF EMMITSBURG
FREDERICK COUNTY, MARYLAND

PLANNING COMMISSION
2016 ANNUAL REPORT

2016 PLANNING COMMISSION

PATRICK BOYLE, *CHAIR*
KEITH SUERDIECK, *VICE-CHAIR*
JOHN HOWARD, *SECRETARY*
JOYCE ROSENSTEEL
CLIFFORD SWEENEY, *TOWN BOARD LIAISON*
STEVEN STARLIPER, *ALTERNATE*

2017 PLANNING COMMISSION

PATRICK BOYLE, *CHAIR*
KEITH SUERDIECK, *VICE-CHAIR*
JOHN HOWARD, *SECRETARY*
JOYCE ROSENSTEEL
CLIFFORD SWEENEY, *TOWN BOARD LIAISON*

2017 EMMITSBURG TOWN BOARD
TIMOTHY O'DONNELL, PRESIDENT
CLIFFORD SWEENEY, VICE-PRESIDENT
GLENN BLANCHARD, TREASURER
JOSEPH RITZ III
ELIZABETH BUCKMAN

MAYOR
DONALD N. BRIGGS

TOWN MANAGER
CATHY WILLETS

TOWN PLANNER
SUSAN H. CIPPERLY, AICP

2017 BOARD OF APPEALS
DIANNE WALBRECKER
RICHARD KAPRIVA
RONALD LIND

ALTERNATES:
WAYNE SLAUGHTER
PATRICK JOY

ADMINISTRATIVE BUSINESS CONTINUED

II. Resolution to Expand the Sustainable Communities Area: Presentation by Sue Cipperly, Town Planner. Maps will be provided at meeting.

draft

RESOLUTION: 2017
RESOLUTION NO. 17-02R

A RESOLUTION
TO RENEW DESIGNATION OF THE TOWN OF EMMITSBURG
AS A SUSTAINABLE COMMUNITY
AND TO AMEND THE SUSTAINABLE COMMUNITIES AREA MAP

****

BE IT RESOLVED, ENACTED AND ORDAINED, this 1st day of May, 2017, by the Mayor and Board of Commissioners of the Town of Emmitsburg, Maryland, pursuant to the authority granted to them by the laws of Maryland and the Charter of the Town of Emmitsburg, to approve and recommend continued designation of the Town of Emmitsburg as a Sustainable Community, and continued implementation of the Sustainable Communities Plan, pursuant to the attached amended Sustainable Community map, for approval either directly by the Department of Housing and Community Development (the "Department") of the State of Maryland or through the Smart Growth Subcabinet of the State of Maryland.

WHEREAS, the Mayor and Board of Commissioners recognize that there is a significant need for reinvestment and revitalization of the community of Emmitsburg; and

WHEREAS, the Mayor and Board of Commissioners propose to (i) designate the area of the Town of Emmitsburg in Frederick County as outlined on the attached amended map, as a Sustainable Community Area, and (ii) to continue to implement the Plan, as adopted June 20, 2012, for the purposes of contributing to the reinvestment and revitalization in the Area; and

WHEREAS, the Area is located within a priority funding area under Section 5-7B-02 of the Smart Growth Act; and

WHEREAS, the applicable law and the Community Legacy Program regulations require a local government to designate a Sustainable Communities Area, to implement a satisfactory Sustainable Community Plan, and to file for renewal in order to be eligible to receive continued financial assistance under the Community Legacy Program;

NOW, THEREFORE BE IT RESOLVED THAT, the Mayor and Board of Commissioners hereby (i) endorses the designation of the amended map as a Sustainable Community Area; and (ii) continued implementation of the Sustainable Community Plan adopted on June 20, 2012, by renewal of the plan for an additional five-year period.

BE IT FURTHER RESOLVED THAT, the chief elected executive official is hereby requested to endorse this Resolution, indicating his or her approval by signature hereof; and,

Resolution to Expand the Sustainable Communities Area Continued…

BE IT FURTHER RESOLVED THAT, the following persons are hereby authorized to execute documents and take any action necessary to carry out the intent of these resolutions; Donald N. Briggs, Mayor, and Cathy Willets, Town Manager; and,

BE IT FURTHER RESOLVED THAT, copies of this Resolution are sent to the Secretary of the Department of Housing and Community Development of the State of Maryland for consideration by the Smart Growth Sub-Cabinet.

BE IT FURTHER RESOLVED, ENACTED AND ORDAINED, that this Resolution shall take effect upon the date of its adoption, and the Town Clerk shall post a copy thereof at the Town Office and one other public place within the Town.

PASSED this 1st day of May, 2017.

ATTEST:

By: _____ _____
Madeline Shaw, Town Clerk Timothy O'Donnell, President
Board of Commissioners

_____APPROVED _____VETOED

This 1st day of May, 2017

_____
Donald N. Briggs, Mayor

ADMINISTRATIVE BUSINESS CONTINUED

III. Proclamation: International Compost Awareness Week, May 7th – May 13th

draft

Proclamation

International Compost Awareness Week

May 7th – May 13th 2017

WHEREAS, the US Composting Council Research and Education Foundation has declared the first full week of May as International Compost Awareness Week;

WHEREAS, composting is a way of returning organic resources to the soil, and is a way of conserving water during extreme droughts or floods, reducing water consumption and non-point pollution; and is a proven method of decreasing the dependence on chemical fertilizers and decreasing erosion;

WHEREAS, composting is an effective form of waste reduction, reuse and recycling; and since organic materials make up approximately 30% of the material going to landfills, composting is becoming one of the primary methods communities use to reach waste diversion goals;

WHEREAS, materials such as yard trimmings, vegetable cuttings, biosolids, food scraps, manures and hay shavings have all been composted and converted into a beneficial product known as compost;

WHEREAS, communities, through their local governments, highway departments, soil conservation service and extension offices, and public works professionals, can have a significant impact on clean water, soil, climate change and landfill diversion by using compost for public works projects;

WHEREAS, International Compost Awareness Week is a publicity and education initiative to showcase compost production and demonstrate compost use; and Frederick County will celebrate locally with a Compost Summit on May 22;

WHEREAS, this year's theme, *Compost! Healthy Soil, Healthy Food*, was selected to highlight the importance of compost in clean, plentiful water and healthy soil.

NOW, THEREFORE, BE IT PROCLAIMED, that the Mayor and the Board of Commissioners of the Town of Emmitsburg, Maryland do hereby proclaim May 7th to May 13th 2017 as International Compost Awareness Week in recognition of the efforts of compost groups, extension agents, soil conservation stewards, householders, landscapers, farmers, recyclers, public workers, composters, gardeners, and plant growers everywhere.

ADOPTED this _____ day of _____, 2017.

_____	_____
Donald N. Briggs Mayor	Timothy O'Donnell, President Board of Commissioners

ADMINISTRATIVE BUSINESS CONTINUED

IV. Update Hunting and Trail Use Guidelines: Presentation by Commissioner O'Donnell.

The Emmitsburg Multi-User Trail is open 7 days a week from:
May 28, 2017 - July 31, 2017

**The trails typically remain open 7 days a week
until deer hunting season begins in early September.**

Emmitsburg Town watershed property
AUGUST 2016 – JULY 2017 HUNTING SEASON

Full weeks of trail access: May 28, 2017 – July 31, 2017

Dear Season:
9/9/2016 – 1/31/2017

Turkey Season:
10/29/2016 – 11/5/2016
1/19/2017 – 1/21/2017
4/15/2017 – 5/23/2017

Small Game Season:
*Crow (Wednesday – Saturday)
8/15/2016 – 3/15/2017
9/3/2016 – 2/28-2017
3/1/2017 – 3/4/2017

Sunday Hunting/Trails closed 10/2/2016 – 1/8/2017
10/2/2016
10/9/2016
10/16/2016
10/23/2016
10/30/2016
11/6/2016
11/13/2016
11/20/2016
11/27/2016
12/4/2016
12/18/2016
12/25/2016
1/8/2017

ADMINISTRATIVE BUSINESS CONTINUED

V. Consideration of Reciprocity with the Waynesboro Community Pool: Presentation by Commissioner Buckman.

The Borough of Waynesboro

OFFICE OF BOROUGH MANAGER

55 EAST MAIN STREET, P.O. BOX 310
WAYNESBORO, PENNSYLVANIA 17268
(717) 762-2101 TELEPHONE
(717) 762-4707 FAX

WWW.WAYNESBOROPA.ORG

March 8, 2017

Town of Emmitsburg
ATTN: Elizabeth Buckman, Commissioner
300A S. Seton Avenue
Emmitsburg, MD 21727

Dear Commissioner Buckman:

Per our conversation on March 7, 2017 regarding renovations of your town pool, in the spirit of municipal cooperation, I am pleased to offer residents of the Town of Emmitsburg the same rates at Northside Pool as are provided to Waynesboro residents. This will apply to both season memberships and daily admissions for the 2017 season.

If I can ever be of further assistance, please do not hesitate to contact me.

Sincerely,

Jason B. Stains
Borough Manager

I. TREASURER REPORT

Town of Emmitsburg
CASH ACTIVITY as of April 27, 2017

$4,674,246	Cash Balance April 1, 2017
311,572	Deposits
-368,130	Withdrawals
$4,617,688	Operating Balance Forward

Check Amount	Vendor Name	Description	Check Date	Check Number
$68,027	Treasurer of Frederick County	Law Enforcement 3Q FY17	04.12.17	36955
54,713	Make N Waves, Inc.	Draw # 1 - Permit Issued Construction Ready	04.12.17	36957
38,650	Kershner Environmental Technology	LG Sonic MPC	04.26.17	36994
24,010	Comptroller of Maryland	Bay Restoration Fee 3Q FY17	04.12.17	36958
20,561	MD Dept of Budget & Mgmt	Mar 17 Health Insurance	04.05.17	36946
20,561	MD Dept of Budget & Mgmt	Apr 17 Health Insurance	04.26.17	36996
11,592	UGI Energy Services	Mar 17 Solar Charges - Field # 1	04.26.17	37005
10,254	UGI Energy Services	Mar 17 Solar Charges - Field # 2	04.26.17	37005
7,775	Ryder	Comm Legacy - 16-20 West Main Street	04.12.17	36962
6,105	Catoctin Labs	Chemicals	04.12.17	36949

Ck dates 03.29.17 to 04.26.17

J. PLANNING COMMISSION REPORT: Presentation at meeting.

K. AGENDA ITEMS:

I. Initial Budget Presentation for FY 2018: Presentation by town staff.

AGENDA ITEMS CONTINUED:

II. Discussion of Zoning Text Amendment in B2: Presentation by Sue Cipperly, Town Planner.

The following e-mail was received on March 20, 2017, from Pastor John Talcott.

Hi Cathy,

As mentioned today, I am looking at the future of Christ's Community Church and was discussing the purchase of a parcel of property zoned as B-2 General business. I would like to see if the town would approve an exclusion to include churches in that type of zoning. From what I could tell just about everything is allowed from banks, to auto repair facilities, hospitals, conference centers, and even nightclubs, but a church is not specifically listed in that category. Could we look into discussing that with the commissioners so that we could expand the opportunities for the future growth of the church?

Thank you for your help.

Pastor John Talcott
Christ's Community Church
303 W. Lincoln Ave., Emmitsburg, MD 21727

Background:

1. The addition of a land use to a zoning district requires a text amendment, not an exclusion.
2. The specific property that is the subject of Pastor Talcott's interest is located on Creamery Road, across from the Mother Seton School. This property was zoned B-2 in 2010, following recommendations in the 2009 Comprehensive Plan to create a more viable commercial area within the central, walkable, area of town. Please note the swath of B-2 on the zoning map, where previously there were 4 different zoning districts. The Dollar General store is located on one of the lots in this B-2 area.
3. A text amendment adding "church" or "house of worship" would apply to all of the B-2 properties within the town. It would need to meet the intent of the B-2 zoning district. See item 4, from the Town of Emmitsburg Municipal Code.
4. 17.20.010 - Intent.
   B. B-2 General Business District. The B-2 district is intended to accommodate retail, service, office, entertainment, and limited manufacturing/assembly. It is intended that stores and other facilities will be developed in an attractive and convenient manner with particular attention paid to the safety of pedestrian access and the protection of adjoining residential areas. It is essential that this district have vehicular accessibility from both the central community and the region and that safe and adequate off-street parking and loading are provided.
5. In the broader sense, a typical definition of Commercial Use is "Activity involving the sale of goods or services carried out for profit." (*The Latest Illustrated Book of Development Definitions, 2004)*

Discussion of Zoning Text Amendment in B2 Continued…

6. Excerpt from Town of Emmitsburg Code:

17.20.030 - Uses permitted in the B-2 general business district.
Any use permitted in the B-1 neighborhood business district and signs which shall be permitted only in accordance with the specifications of this section, as well as the following uses:

A. Financial institutions, such as bank, savings and loan office; credit union;
B. Retail business;
C. Repair services, including, but not limited to electronics, appliances, and small engines;
D. Automobile service garage or service station;
E. Automobile sales;
F. Restaurant, and café, including entertainment activities;
G. Funeral home;
H. Accessory uses or buildings;
I. Carwash; Water recycling system is required. At least eighty (80) percent of the water must be reclaimed.
J. Fire, rescue, and emergency service department or company;
K. Greenhouse or nursery, commercial;
L. Assembly or light manufacture with no storage, emissions, or noise outside the structure;
M. Hospitals or clinics;
N. Tavern, night club;
O. Hotel, motel and associated accessory uses, such as, but not limited to, conference facilities and exercise facilities;
P. Conference center;
Q. Theater or auditorium;
R. Recreational facility;
S. Business and advertising signs, public building signs or bulletin boards providing that they meet the requirements of chapter 15.16.

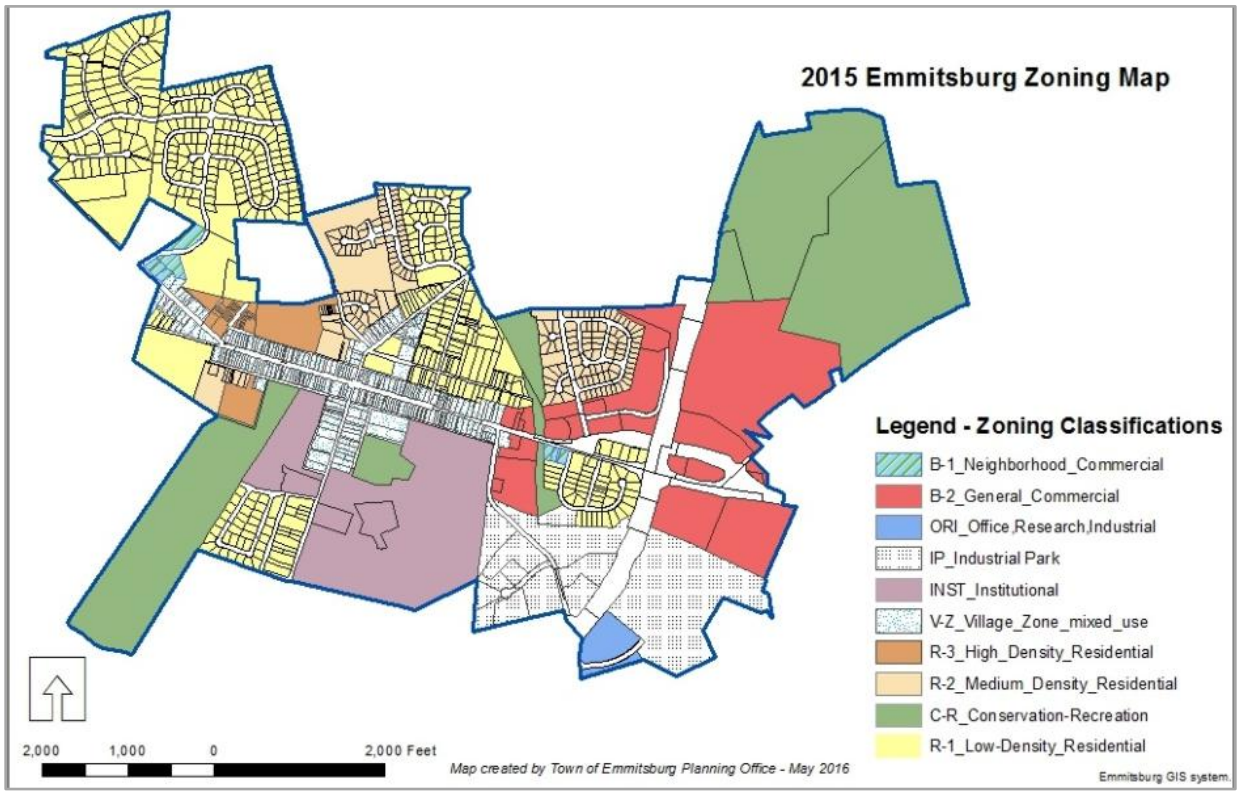
Where are churches allowed to be built?
Churches are allowed in all residential zones, Institutional, and Village Zone. There are vacant properties in most of these zones that could potentially support a church building and associated parking, etc.

Staff recommendations:
Given that:

- A church or other place of worship is not a commercial entity.
- There is a limited amount of B-2 zoning within the central Emmitsburg area,
- There are vacant properties in the R-2, R-3, and Village Zone that could support a church use.
- Emmitsburg needs its commercially-zoned areas to be developed in a way that could bring economic benefits.

Staff does not recommend considering a text amendment to allow churches as a use in the B-2 General Commercial zoning district.

Discussion of Zoning Text Amendment in B2 Continued…



Note: A color copy of the 2015 Zoning Map will be provided separately for your reference.

AGENDA ITEMS CONTINUED:

III. **Geographical Information System (GIS) Update**: Presentation by Sue Cipperly, Town Planner.

L. SET AGENDA FOR NEXT MEETING: May 15, 2017

1.

2.

3.

4.