



TOWN OF THURMONT PLANNING & ZONING COMMISSION

CERTIFICATE OF ADOPTION

IN ACCORDANCE WITH DIVISION 1, TITLE §1-207(b) AND §1-208(c)(1)(i) AND (c)(3)(ii) OF THE LAND USE ARTICLE OF THE ANNOTATED CODE OF MARYLAND, THE PLANNING AND ZONING ENABLING ACT, THE TOWN OF THURMONT PLANNING & ZONING COMMISSION OFFICIALLY ADOPTS THE FOLLOWING 2023 ANNUAL REPORT, FILING THE SAME WITH THE THURMONT MAYOR & BOARD OF COMMISSIONERS AND THE SECRETARY OF STATE PLANNING.

TOWN OF THURMONT PLANNING & ZONING COMMISSION

BY: Meredith Wivell

Meredith Wivell, Chair

DATE: 5/23/24

# THURMONT PLANNING & ZONING COMMISSION

## 2023

### ANNUAL REPORT

Approved May 23, 2024  
by Thurmont Planning & Zoning Commission

#### MAYOR & COMMISSIONERS

John A. Kinnaird, Mayor  
Wayne Hooper, Commissioner  
Bill Blakeslee, Commissioner  
Martin Burns, Commissioner  
Robert Lookingbill, Commissioner

James Humerick, Chief Administrative Officer

#### Thurmont Planning & Zoning Commission

Meredith Wivell, Chair  
Greg Goodhart, Vice Chair  
Grant Johnson  
Vince Cover  
Vacant  
Vacant, Alternate

#### Thurmont Board of Appeals

Kirby Delauter, Chair  
Jason West, Vice Chair  
Kenneth Oland  
Mickey Blank  
Ed Schildt  
Terry Pryor, Alternate

John A. Kinnaird, Commissioner Liaison

Planning Department Staff  
Kelly Duty

## **INTRODUCTION**

The 2023 Planning Report for the Town of Thurmont, Maryland was prepared pursuant to the requirements of the Land Use Article of the Annotated Code of Maryland. This report provides a summary of the year's planning activities undertaken by the Planning & Zoning Commission, Board of Appeals and staff, and also documents development activity.

Section 1-207 of the Land Use Article of the Annotated Code of Maryland requires that the Planning & Zoning Commissions of non-charter counties and municipalities prepare, adopt and file an annual report with the local legislative body and a copy of the report be mailed to the Director of the Maryland Department of Planning. The report is a retrospective look at development activity within the jurisdiction with a focus on whether that activity is or is not consistent with a variety of adopted plans. The report thus informs both the Planning & Zoning Commission and local legislative body about the strengths and weaknesses of the local planning program.

The number of zoning certificates issued within Thurmont and within the Priority Funding Area (PFA) totaled one hundred eight-four (184) in 2023. Of the issued zoning certificates thirty-two (32) were new single-family dwellings and one (1) new commercial building. The last annual report was completed in April 2022. A 5-year Report is due in 2025. There were no annexation requests acted on in 2023.

Additionally, all Board of Appeal members have completed the educational training course. The Planning & Zoning Commission, within the past 6 months, has experienced four (4) newly appointed members and currently has one full-time member vacancy and a vacancy in the alternate position. Two (2) of the Planning & Zoning Commission members have completed the required education course. The Planning & Zoning Commission members appointed in April 2024 are currently working to obtain their educational course certificates.

## **POPULATION IN THURMONT**

YEAR	POPULATION	PERCENT CHANGE
1980	2,934	-
1990	3,398	15.8%
2000	5,588	64.4%
2010	6,170	10.4%
2020	6,213	0.7%

Data from the US Census Bureau

## **THURMONT PLANNING & ZONING COMMISSION**

The Thurmont Planning & Zoning Commission is a five-member commission with one alternate, which has review and approval authority of site plans and subdivisions. In addition, the Planning & Zoning Commission makes recommendations to the Mayor & Board of Commissioners on rezoning and annexations, and reviews and comments on text amendments and any other issue, which is planning related. The Thurmont Planning & Zoning Commission also makes recommendations to the Thurmont Board of Appeals on cases involving special exceptions.

### **PLAN REVIEWS - 2023**

All plans reviewed and approved were consistent with the Thurmont Master Plan, as applicable, as well as the Thurmont Adequate Public Facilities Ordinance, the Thurmont Zoning Ordinance, and the Thurmont Subdivision Ordinance. (See attached map.)

### **CONCEPT PLANS**

Name	Units	Zoning	Request
Simmers Property (in Town)	40	R-5	Townhouse Community
Leal Homes, LLC	6	ARP	Single Family Cluster Subdivision
Michael and Holly Late	4	MXV-1	Two Duplex Structures
Sammuel and Eileen Royer	-	GB	Sheetz Rebuild

### **PRELIMINARY PLANS**

Name	Units	Zoning	Request
505 Main LLC	-	MXV-2	Separate existing dwelling from remainder
Town Land Acquisition for SWM	-	GB	Acre for SWM Facility Construction

### **IMPROVEMENT PLANS**

Name	Units	Zoning	Request
Hammaker Hills, Phase 2	22	R-2	Single Family Cluster Subdivision
Mountain Brooke	11	ARP	Single Family Cluster Subdivision
Mechanicstown	31	R-2/ ARP	Single Family Cluster Subdivision

### **FINAL PLANS**

Name	Units	Zoning	Request
Hammaker Hills, Phase 2	22	R-2	Single Family Cluster Subdivision
Mountain Gate Business Park	-	GB	Goodwill Retail and Donation Center
Jeremiah Ott – Sky Enterprises	9	TB	4 Commercial spaces & 9 Apartments

### **ADMINISTRATIVE REVIEW PLANS**

Name	Units	Zoning	Request
Mountain Gate Business Park	-	GB	Lot Addition
Nolan, Lois, Nolan Jr. Griffith	-	R-2	Boundary Line Adjustment

Jay & Patricia Swope	-	ARP	Boundary Line Adjustment
James & Tracy Eckenrode	-	-	County SS Connection
McDonald's Corporation	-	GB	Convert Single Lane to Two Lane Drive-Thru
The Aaron & Lillian Strauss Foundation, Inc	-	-	County SS Connection

**ANNEXATIONS**

No petitions submitted.

**TEXT AMENDMENTS**

In 2023, no text amendments were proposed. All land use ordinance amendments are commented on by the Planning & Zoning Commission for action by the Mayor & Board of Commissioners.

**BOARD OF APPEALS** (See attached map.)

Applicant	Request	Location	Motion	Date
John Dowling, President of the Board of Thurmont Senior Center	Variance to increase the height of a Free-Standing Sign	806 E. Main St.	Approved	01/12/2023

**INFRASTRUCTURE**

**TRANSPORTATION:** Action taken by the Town in the year 2023 has been consistent with the Town's Master Plan and best management practices. Roadway projects have included resurfacing and patching of existing public roads: Frederick Road, Blue Ridge Avenue, Locust Drive, Weil Drive, Hammaker Street, West Hammaker Street and East Hammaker Street along with limited curb and gutter replacement. In addition to the resurfacing on Frederick Road, a main commercial corridor in Thurmont, the stormwater inlets were all replaced to ensure they continue to provide adequate drainage and do not cause damage to the roadway in the future. No new roads have been dedicated to the Town of Thurmont in 2023.

**MUNICIPAL WATER:** The Town depends on five (5) wells, three (3) elevated water storage tanks, and one in-ground water storage tank totaling 580,000 gallons of storage to supply water to the Town. The current total withdrawal permitted by MDE is 806,000 gallons per day (gpd). The drinking water in Thurmont is continually tested and the results published per federal Environmental Protection Agency and State of Maryland standard and requirements. The Town has 1,091.5 EDU's available based on the capacity analysis and in accordance with MDE guidance.

2023 update of the Town of Thurmont Water System Capacity Calculations based on the 2018 Water Supply Capacity Management Plan:

Excess Average Day Capacity = 223,906 gpd (1,128 EDU)

Additions To The 2018 WSCMP:

Creekside Townhouses	24 EDU
Park Place Townhouses	6 EDU
In-Fill lots	5 EDU
Criswell Auto	1.5 EDU
Hammaker Hills Subdivision, Phase 1	36 EDU

Remaining Excess Average Day Capacity = 205,781 gpd (1055.5 EDU)

Approved/Under Construction:

Hammaker Hills Subdivision, Phase 2	22 EDU
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Preliminarily Approved/EDUs Reserved:

Mechanicstown LLC Subdivision	31 EDU
Mountain Brooke Subdivision	11 EDU
Jeremiah Ott – Sky Enterprises	10 EDU

Construction In Progress/Approved Reserved Remaining Excess Average Day Capacity 187,281 gpd (981.5 EDU) Note: Existing capacity calculated at the average daily consumption of 198.46 gpd/EDU. All new construction calculated at 250 gpd/EDU.

**MUNICIPAL WASTEWATER:** The Thurmont Wastewater Treatment Plant (WWTP) on the south end of Town on East Moser Road has a discharge permit for 1 million gallons per day (gpd). The Town of Thurmont Wastewater Treatment Plant 3-year average daily flow is 0.659million gallons per day (MGD). Additions to the system are calculated at 250 gallons per day per dwelling unit.

Constructed:

Hammaker Hills Subdivision, Phase 1	36 EDU	.668 MGD
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Preliminarily Approved/ Reserved

Hammaker Hills Subdivision, Phase 2	22 EDU	.674 MGD
Mechanicstown Subdivision	31 EDU	.681 MGD
Mountain Brook Subdivision	11 EDU	.684 MGD
Jeremiah Ott – Sky Enterprises	10 EDU	.687 MGD

The Thurmont Wastewater Treatment Plant is currently operating at 67% of its capacity. With the addition of approved and reserved use the plant would be operating at 69% of its capacity. The Town completed several Inflow and Infiltration projects with a 40% improvement. The Town has another I&I project that is currently under construction which is expected to increase sewer capacity after completion. When the WWTP get to 80% capacity the Town will work with MDE in the development of a WWT Capacity management plan.

## **PARKS**

The park projects that were completed in 2023 included the following:

1. East End Park:
  - a. Replacement of Picnic Pavilion
  - b. Replacement of Four (4) Dugouts
  - c. Installation of Two (2) Dog Water Fountains in Dog Park
  - d. Installation of stadium lighting on new softball field
  - e. Construction began on new softball field (completion in 2024)
2. Mountain Gate Park:
  - a. Acquisition of the park property
  - b. Installation/Construction of Mountain Gate Trail
3. Community Park:
  - a. Installation of new public address system
  - b. Installation of security cameras
  - c. Replacement of sidewalk along Frederick Road
  - d. Installation of new fence along Frederick Road
  - e. Community Tree Planting Project
4. Carroll Street Park:
  - a. Community Tree Planting Project
  - b. Expanded Parking Lot

The Town continues maintenance of the entire park system and annual tree plantings throughout the Town.

## **MASTER PLAN**

The Town's Master Plan was completed and entitled Town of Thurmont Master Plan: 2020-21 Update: 2040 Envisioned on January 27, 2022 via Resolution 2022-01. The Planning & Zoning Commission implemented the strategic planning initiatives indicated in the plan consisting of text amendments to the Zoning Ordinance. The Maryland Department of Planning requires a ten-year review of the Master Plan, which shall occur in 2030.

## **PLANNING & ZONING COMMISSION MASTER PLAN IMPLEMENTATION**

1. Continue review of Zoning, Adequate Public Facilities, and Subdivision Ordinances as needed to ensure compatibility with the Master Plan.
2. Consider reducing regulatory barriers (such as lot area and one size fits all off-site parking requirements) to the provision of compatible and affordable housing options such as duplexes, accessory dwelling units, and multi-family.
3. Consider implementing objective design guidelines and standards including building, landscaping, and signage to streamline redevelopment in Downtown.
4. Work on the development of a Downtown Development District with objective design standards or conduct a housing study needs assessment or a traffic study to facilitate the understanding of existing traffic conditions and needs when development proposals are presented.
5. Continue to work with Frederick County in cooperation to not allow development activities within the Town's designated growth area, without municipal annexation. This is a shared interest for thoughtful and planned development of Thurmont over the long term.
6. As a designated Sustainable Community, Thurmont will continue to work closely with the State of Maryland to achieve a thriving economy and be an environmental steward by continuing to focus on the "areas of critical state concern" in the A Better Maryland.

## **ZONING CERTIFICATES ISSUED**

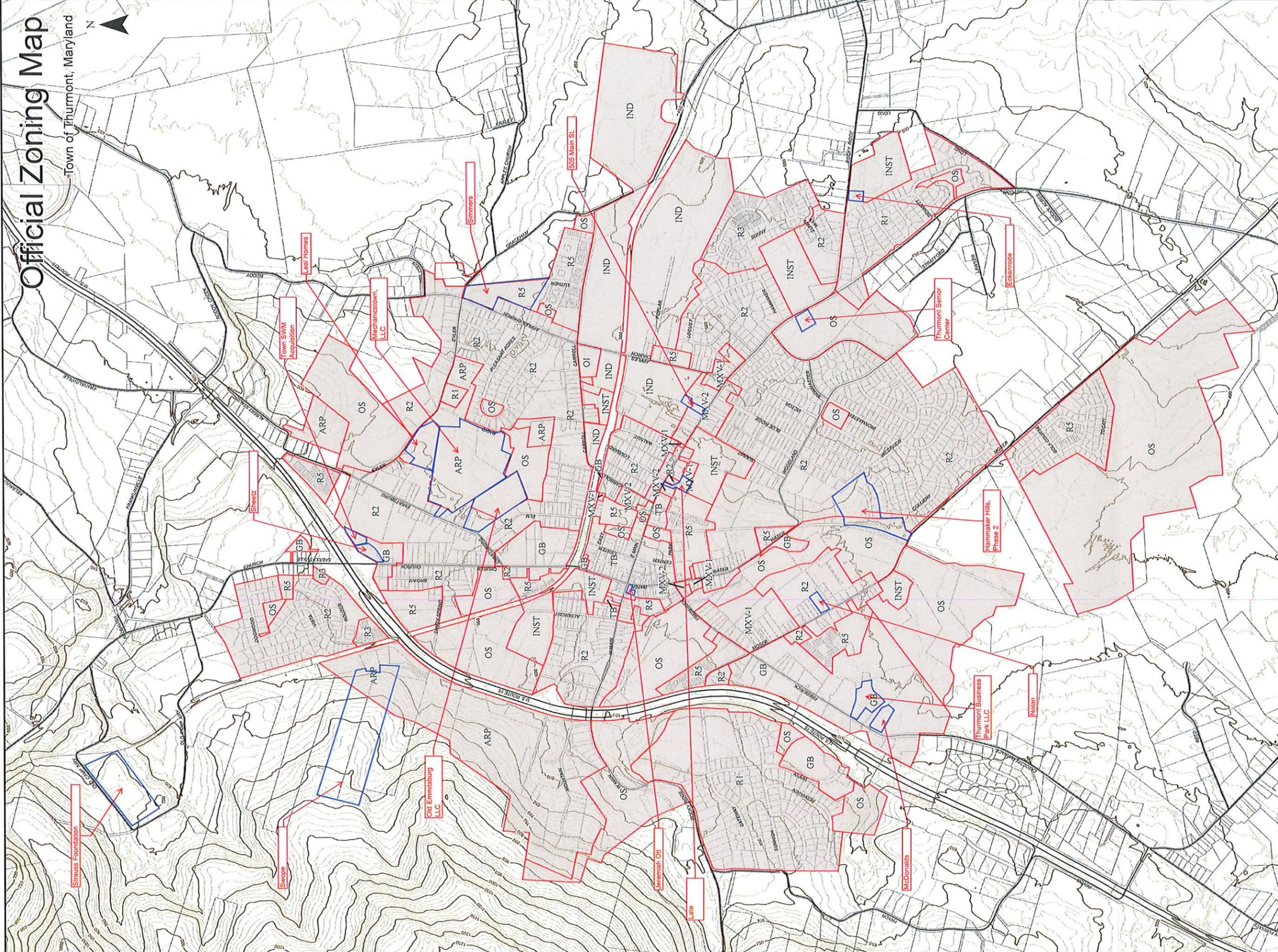
Zoning Certificates issued for new residential in 2023 totals thirty-two (32). Annually this number remains below the threshold of 50 new residential permits.

<b>Type</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>5-year Total</b>
<b>New Residential</b>						
Single-Family	1	3	2	2	32	40
Duplex	0	0	0	0	0	0
Townhouse	0	0	0	0	0	0
Multi-Family	0	0	0	0	0	0
<b>Residential Accessory</b>						
Residential Additions	11	7	12	8	8	46
Residential Demolition	0	4	2	1	0	7
Home Occupation	1	2	2	1	4	10
Pools & Hot Tubs	2	8	5	5	4	24
Accessory Structure	11	34	27	17	32	121
Fences	44	60	45	33	42	224
Decks/ Porches	14	21	11	5	14	65
Temporary Sign	2	0	1	3	3	9
Solar Panel	4	3	2	4	5	18
<b>Commercial</b>						
New Commercial	2	0	3	3	1	9
Commercial Occupancy	7	12	7	14	9	49
Commercial Accessory Structure	12	11	8	5	11	47
Commercial Addition	1	0	0	1	0	2
Commercial Sign - Permanent	7	7	11	9	4	38
Commercial Sign - Temporary	25	5	8	3	7	48
Commercial Demolition	1	0	2	0	0	3
Other	14	15	9	15	8	61
<b>Total</b>	<b>159</b>	<b>192</b>	<b>157</b>	<b>129</b>	<b>184</b>	<b>821</b>

# Official Zoning Map

Town of Thurmont, Maryland

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Map Created: July 26, 2022  
Mapping Data Sourced from: Frederick County GIS,  
<https://gis-fcgmtd.opendata.arcgis.com/pages/download-data>

## Zoning Districts

- OS Open Space
- ARP Agricultural and Residential Preserve
- R1 Residential
- R2 Residential
- R3 Residential
- R5 Residential
- INST Institutional
- MXV-1 Mixed Use Village
- MXV-2 Mixed Use Village
- TB Town Business
- GB General Business
- OI Office Industrial
- IND Industrial
- TND Traditional Neighborhood Development

