

1. Call To Order
2. Approval Of Minute Summary
 - 2.I. Planning And Zoning Commission Meeting Summary 5-15-2025

Documents:

[PLANNING AND ZONING COMMISSION MEETING MINUTES 5 15 25.PDF](#)

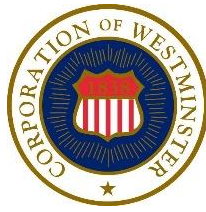
- 2.I.i. Planning And Zoning Commission Meeting Summary 2-19-2026

Documents:

[PLANNING AND ZONING COMMISSION MEETING MINUTES 2 19 26.PDF](#)

3. New Business
4. Old Business
5. Information Item
 - 5.I. Carroll County Liaison Report
6. Planning Commission Comments
7. Adjournment
8. Request For Decorum And Order

The Chair and Commissioners would like to thank you in advance for your respectful behavior and for your thoughtful consideration of the views of your neighbors, applicants, and the Commission. Members of the public attending meetings of the Planning and Zoning Commission are expected to maintain decorum and good order and to remain quiet when not recognized by the Chairperson. Any person who makes personal attacks or defamatory remarks, who makes loud comments when not recognized by the Chairperson, or who stamps his or her feet, whistles, yells, or engages in similarly disruptive conduct will be asked to leave. Persons who are asked to leave by the Chair and refuse to do so may be removed. Unauthorized remarks from the audience, stamping of feet, whistles, yells, and other similar demonstrations will not be permitted by the presiding officer. Offending parties will be asked to remove themselves from the meeting room.



**CITY OF WESTMINSTER
PLANNING AND ZONING COMMISSION
MEETING SUMMARY**

Thursday, May 15, 2025, at 6:00 p.m.

In-Person Meeting and broadcasted live on the City YouTube Channel

I. Call to Order

A meeting of the City of Westminster Planning and Zoning Commission was held, and broadcast live on the City YouTube Channel, on Thursday, May 15, 2025, at 6:00 p.m.

Chair Tom Beyard, Vice Chair Lyndi McNulty, Commissioner Kevin Beaver; Commissioner Jay Voight, and Councilmember Dan Hoff, Ex Officio were present. Director of Community Planning and Development Mark Depo, Senior Planner Andrea Gerhard, and Attorney Board were also present.

Guests: Tom Poss, President, Verdant Development Group
Martin Hacket, CLSI
Kelly Miller, Shaffer, Miller, & Hurff, LLP

Chair Beyard opened the meeting at 6:00 p.m.

II. Old Business

Item A: Work Session on Zonal Map Amendment ZMA 24-01

Director of Community Planning and Development Depo provided the staff report on the Work Session for Zonal Map Amendment ZMA 24-01. The request from the applicant is a Zonal Map Amendment which reclassifies certain real property from the R-7,500 Residential Zone to the Planned Development 9 Zone. The subject properties are identified by the State Department of Assessments and Taxation (SDAT) as #07-020430, #07-114443, #07-033338, #07-011490, #07-011482, #07-032471, #07-032455, and #07-044429 and located off and east of Pennsylvania Avenue and north of Sullivan Avenue. The applicant is proposing to construct 20 two-over-two dwellings for a total of 40 dwelling units. Director Depo noted that the Planning Commission requested additional modifications to previously presented architectural elevation to the project and have the Commission provide additional directions to the applicant. The Commission discussed at length and were not in favor of the applicants revised proposed design being presented. Tom Poss, President, with the Verdant Development Group addressed the Commission to explain the design and the reasons behind them for what was being proposed. Director of Community Planning and Development Depo responded to questions posed by the Commission on the item. The Commission requested that the applicant upon the completion of the discussion be able to propose a revised design to present at a future meeting.

Item B: Work Session on Wakefield Valley Development Plan Amendment DP-24-01, Parcel W and Parcel X

Director of Community Planning and Development Depo provided the staff report on the Work Session on Wakefield Valley Development Plan Amendment DP 24-01, Parcel W and Parcel X, to add 35 new density rights to Parcel W to construct 35 single-family detached dwelling units and dedicate Parcel X to Carroll Lutheran Village for open space. The Commission discussed the project at length. Engineer Hackett with CLSI and Attorney Miller with Shaffer & Shaffer, Miller & Hurff, LLP representing the applicant spoke and provided clarification to the Commission's questions and comments on the project. Director of Community Planning and Development Depo closed the discussion by noting additional items that will be added to the plan, such as sidewalks along Bell Road, and the submission of a traffic impact study.

III. Informational Item (Carroll County Liaison Report)

Carlisle Fillat with Carroll County Planning Department provide a briefing from the Carroll County Planning Department. There was no discussion.

IV. Planning Commission Comments

The Planning and Zoning Commissioners requested an update on the Water Reuse Project.

V. Adjournment

Chair Beyard without object adjourned the City of Westminster Planning and Zoning Meeting of May 15, 2025.

The meeting adjourned at 7:26 p.m.

Mr. Tom Beyard, Chair
City of Westminster Planning and Zoning Commission

Official Recordings of the City of Westminster Planning and Zoning Commission are available for viewing in their entirety on the City's YouTube channel.

Adopted by the City of Westminster Planning and Zoning Commission on _____.



**CITY OF WESTMINSTER
PLANNING AND ZONING COMMISSION
MEETING SUMMARY**

Thursday, February 19, 2026, at 6:00 p.m.

In-Person Meeting and broadcasted live on the City YouTube Channel

I. Call to Order

A meeting of the City of Westminster Planning and Zoning Commission was held, and broadcast live on the City YouTube Channel, on Thursday, February 19, 2026, at 6:00 p.m.

Chair Tom Beyard, Vice Chair Lyndi McNulty, Commissioner Kevin Beaver; Commissioner Jay Voight, Alternate Commissioner Tiombe Paige, and Councilmember Dan Hoff, Ex Officio were present. Director of Community Planning and Development Mark Depo, Senior Planner Andrea Gerhard, Attorney Meredith McKinnion, and Doug Barber, City Clerk were also present.

Guests: Dan Haney representing Chick-fil-A
Kelly Miller with Shaffer & Shaffer, Miller & Hurff, LLP representing Chick-fil-A
Tom Poss, President, Verdant Development Group
Hannah Weikel, Architect for The Willows project

Chair Beyard opened the meeting at 6:02 p.m.

II. Approval of Meeting Summary – December 17, 2025, and January 22, 2026

Chair Beyard requested a motion to approve the meeting summary of December 17, 2025, and January 22, 2026. Vice Chair McNulty moved to approve the meeting summary of December 17, 2025, and January 22, 2026. Commissioner Voight seconded the motion. The motion passed 5-0.

III. New Business

Item A: 2025 City of Westminster Planning Annual Reporting Information Certification 2025

Senior Planner Gerhard provided the staff report on the City of Westminster Planning Annual Reporting Information Certification 2025.

Motion: Councilmember Hoff, Ex Officio moved to authorize the Chair of the City of Westminster Planning and Zoning Commission to sign a letter to Carroll County approving the City of Westminster Planning Annual Reporting Information Certification 2025. Commissioner Voight seconded the motion. The motion passed 5-0.

Item B: Final Resubdivision Plat, Chick-fil-A

Director of Community Planning and Development Depo provided the staff report on Final Resubdivision Plat, Chick-fil-A, noting that the applicant is requesting to resubdivide two parcels (SDAT# 07-029233 and 07-029241) located in the southeast quadrant of the Baltimore Boulevard (MD Route 140/Old Baltimore Boulevard intersection) to create new Lot 1 and Lot 2, to develop new Lot 1 with a Chick-fil-A restaurant, pursuant to the conditionally approved Site Development Plan S-23-0001.

Dan Haney representing Chick-fil-A and Kelly Miller with Shaffer & Shaffer, Miller & Hurff, LLP representing Chick-fil-A spoke in support of the Final Resubdivision Plat for Chick-fil-A.

Motion: Councilmember Hoff, Ex Officio moved that the Planning and Zoning Commission conditionally approve the Final Resubdivision Plat, Chick-fil-A, pursuant to City of Westminster Zoning Ordinance Article XXIV, and based on the February 19, 2026, staff report and the following conditions of approval: address all outstanding City and County comments prior to submission of signature set mylars. Commissioner Voight seconded the motion. The motion passed 5-0.

Item C: Sign Permit 2014, Boot Barn

Senior Planner Gerhard provided the staff report on Sign Permit 2008, Boot Barn, noting that the applicant is requesting to construct two building mounted signs that are each greater than 64 square feet and up to but not exceeding 125 square feet in area as a tenant (Boot Barn) sign at 20 Englar Road, Westminster Shopping Center. Senior Planner Gerhard and Director of Community Planning and Development Depo responded to questions of clarifications given by the Commission on the item.

Motion: Councilmember Hoff, Ex Officio moved the City of Westminster Planning and Zoning Commission approve Sign Permit 2014 to allow two building mounted signs of 124.5 square feet each for Boot Barn located at 20 Englar Road, subject to both building mounted signs located along MD Route 140 being non-illuminated channel letter or halo/reverse illuminated channel letter which are individual letters raised from the building wall, with lights inside casting a glow (halo) against the building surface. Commissioner Beaver seconded the motion. There was no discussion. The motion passed 5-0.

Item D: Work Session on Zonal Map Amendment ZMA 24-01, The Willows Architectural Review

Director of Community Planning and Development Depo provided the staff report on Zonal Map Amendment ZMA 24-01, The Willows Architectural Review. Senior Planner Gerhard and Director of Community Planning and Development Depo responded to questions of clarifications given by the Commission on the item. The Planning and Zoning Commissioners discussed the revised architectural elevation options "A" and "B" provided by the applicant. Tom Poss, the President of the Verdant Development Group, and the developer for the project

and Ms. Hannah Weikel, the architect for the project, responded to questions posed by the Commissioners on the project. The Commission discussed the proposed options for the project at length.

Motion: Councilmember Hoff, Ex Officio moved the City of Westminster Planning and Zoning Commission approve [architectural elevation] option “A” with modifications as discussed. Commissioner Voight seconded the motion. The motion failed 2-3.

Motion: Commissioner Beaver moved that the City of Westminster Planning and Zoning Commission approve [architectural elevation] option “A” with modifications as discussed as well as [architectural elevation] option “B” as presented during the meeting along with the recommendation to send both forward for the City of Westminster Mayor and Common Council’s consideration. Commissioner Voight seconded the motion. There was no discussion. The motion passed 5-0.

IV. Old Business

There was no old business to discuss.

Carroll County Liaison Report

Carlisle Fillat with Carroll County Planning Department provide a briefing from the Carroll County Planning Department. There was no discussion.

V. Planning Commission Comments

Director of Community Planning and Development Depo explained in detail from the Planning and Zoning Commission’s Rules of Procedure that an alternate only vote when there is not a full membership present of the commission. The alternate member is encouraged to attend all meetings.

VI. Adjournment

Motion: Chair Beyard requested a motion to adjourn the meeting. Commissioner Voight moved to adjourn the City of Westminster Planning and Zoning Meeting of February 19, 2026. Commissioner Beaver seconded the motion. The motion passed 5-0.

The meeting adjourned at 7:18 p.m.

Mr. Tom Beyard, Chair
City of Westminster Planning and Zoning Commission

Official Recordings of the City of Westminster Planning and Zoning Commission are available for viewing in their entirety on the City’s YouTube channel.

Adopted by the City of Westminster Planning and Zoning Commission on _____.