



PLANNING AND ZONING COMMISSION MEETING SUMMARY

Thursday, March 12, 2020, at 7 PM

City Hall, 1838 Emerald Hill Lane
Westminster, Maryland 21157

A meeting of the Westminster Planning and Zoning Commission was held at City Hall, 1838 Emerald Hill Lane in Westminster, Maryland 21157, on March 12, 2020, at 7 PM.

Chair Kevin Beaver, Vice-Chair Ross Albers, Commissioner Tiombe Paige, and Councilmember Ben Yingling were present. City staff members Mark Depo, Andrew Gray, and Samantha Schlitzer were also present.

The following members of the public signed in: None.

Chair Beaver opened the meeting at 7:00 PM.

Chair Beaver requested a motion to approve the meeting summary from February 13, 2020. Chair Beaver requested that staff revise the statement regarding Clark Farm Properties and the developer meeting with concerned residents. Chair Beaver did not speak on behalf of the developer and requested the summary reflect a more accurate statement. Mr. Gray clarified with the Chair and Commission members on how they would like the sentence modified. Vice-Chair Albers made a motion to approve the meeting summary from February 13, 2019 with the requested sentence stricken. Councilmember Yingling seconded. The motion passed.

Chair Beaver opened New Business Item A – Proposed Site Development Plan for McDaniel College Decker Center. Mr. Gray provided background information and a brief overview of the staff report, including the updated staff recommendation that the Commission consider approval of the proposed site development plan S-19-0018 conditioned upon obtaining final Stormwater Management approval from Carroll County Government.

Chair Beaver recognized Mr. Craig Shannon, present on behalf of Carroll Engineering, who clarified that they have coordinated with stormwater management to address comments and the application is currently awaiting approval signatures.

Vice-Chair Albers moved to approve the proposed site development plan. Councilmember Yingling seconded. The motion passed unanimously.

Chair Beaver opened New Business Item B – Stonegate – Proposed Plat for Section IV. Mr. Gray provided background information and a brief overview of the staff report with a recommendation that the Commission consider approval of the proposed Final Plat F-18-0078 for Stonegate Section IV with the following condition: Provide a Temporary Type “T” Turnaround per the Standard Roadway Construction Details to be located on the property at the terminus of Redwood Drive and update the Construction Plan for Stonegate Sections III-VI, accordingly, and any temporary barricade will need to be located on the property within the Redwood Drive right-of-way.

Chair Beaver recognized Mr. Brian Wagner, on behalf of Carroll Land Services, Inc., to answer any questions from the Commission. Vice-Chair Albers asked for clarification on what the “Temporary Type T Turnaround” entailed. Mr. Wagner explained that it was a road widening measure to allow vehicles to turn around at the end of the road. Mr. Depo added that it was a required City detail.

Vice-Chair Albers moved to approve Stonegate – Proposed Plat for Section IV. Commissioner Paige seconded. The motion passed unanimously.

Chair Beaver opened New Business Item C – Proposed Plat for Westminster Way. Mr. Gray provided background information and a brief overview of the staff report with a recommendation that the Commission consider approval of Consolidation Plat AP-20-0011, conditioned upon the following: Obtain all final approvals from Carroll County Government and obtain all final approvals from the City of Westminster engineering consultant.

Chair Beaver recognized Ms. Kelly Miller, present on behalf of the applicant, who stated that Conifer Realty now legally owns the property.

Vice-Chair Albers moved to approve Proposed Plat for Westminster Way as described in the staff memo. Councilmember Yingling seconded. The motion passed unanimously.

Chair Beaver opened New Business Item D – Carroll County Liaison Report. Mr. Cody Spaid, County Comprehensive Planner, stated that the County was still in the midst of the comprehensive rezoning process and he will provide a list of properties in and around Westminster’s Municipal Growth Area that are affected. He also reported that Water/Sewer Master Plan amendments would be forthcoming. Mr. Spaid reported that a countywide transportation master plan was also in process. Finally, Mr. Spaid invited Commission members to the retirement celebration for Ms. Bobbi Moser, County Comprehensive Planner, for 42 years of service to Carroll County Government.

Chair Beaver opened Planning Commission and Public Comments.

Proposed Planning Annual Report Materials for Submittal to Carroll County - Mr. Gray provided background information on the Proposed Planning Annual Report materials for submittal to Carroll County. He stated that the materials listed as attachments in the memo were available for review, upon request. Mr. Gray mentioned that the information for Westminster would be combined with information from the other seven municipalities and County into one annual report that will subsequently be sent to the Maryland Department of Planning. Next month, the County will present a draft annual report, and in May, the Commission will be presented a letter for the chair to sign acknowledging Commission approval.

Councilmember Yingling noted that unfortunately the City was forced to cancel the Celtic Center in the interest of public health due to the current health crisis of COVID-19.

Mr. Gray noted that the 2020 Census website went live and encouraged everyone to complete the Census online.

Mr. Gray reported, at the request of Vice-Chair Albers, that he researched potential endangered species that may be effected by a potential development at the Clark Farm Property. After contacting the Maryland Department of Natural Resources, Wildlife and Heritage Service, no rare, threatened, or endangered species were recorded as present on the property.

Vice Chair Albers moved to adjourn. Councilmember Yingling seconded. The Commission adjourned at 7:27 PM.