



PLANNING AND ZONING COMMISSION MEETING SUMMARY

Wednesday, May 18, 2022, at 7 PM

Virtual via Zoom

Broadcast live on City YouTube Channel

A meeting of the Westminster Planning and Zoning Commission was held via Zoom and broadcast live on the City YouTube Channel, on May 18, 2022, at 7 PM.

Vice-Chair Kevin Beaver, Commissioner Tyler Codd, Commissioner Lyndi McNulty, and Councilmember Dan Hoff were present. City Director of Community Planning and Development Mark Depo and Attorney Elissa Levan were also present. Chair Ross Albers was absent.

The following members of the public were present: Mike Albo, Martin Rickell, and Hannah Weber.

Vice-Chair Beaver opened the meeting at 7:00 PM.

Vice-Chair Beaver requested a motion to approve the meeting summary from April 14, 2021. Councilmember Hoff, seconded by Commissioner Codd, voted to approve the summary. The motion passed 4-0.

Vice-Chair Beaver opened New Business Item A – Amended Site Development Plan S-21-16, Westminster Station (Phase 2) – 275 Baltimore Boulevard. Mr. Depo provided background information on the item, including outstanding items requiring approval from the Commission.

Mr. Albo was present for questions. He provided additional information regarding parking and traffic control for the site.

Councilmember Hoff, seconded by Commissioner McNulty, moved to approve the proposed modifications to Amended Site Development Plan S-21-16 as follows: 1) a modification to the Development Design Preferences Manual to allow a six-foot tall white vinyl fence around the dumpsters; 2) proposed building mounted sign of 125 square feet for the 17,838 square feet center tenant space for the retail center building; and, 3) proposed freestanding sign of 114.4 square feet. The motion passed 4-0.

Councilmember Hoff, seconded by Commissioner McNulty, moved to grant conditional approval of the proposed Amended Site Development Plan S-21-16, requiring the applicant to address all outstanding City and County comments prior to submission of signature set mylars, and the use of the drive-through lanes shall be for pick-up service only and shall not be used for ordering. The motion passed 4-0.

Vice-Chair Beaver opened Item B – Carroll County Liaison Report. Ms. Weber reported that the County continues working on the final phase of its comprehensive rezoning efforts. The County Annual Planning Report is currently in progress to be submitted to the State in July. Two annexations for the City are being processed, one for the State’s Attorney’s office and one for Malcolm Drive. Finally, Ms. Weber announced that Price Wagoner will be the County Liaison moving forward.

Mr. Depo stated that the City planned to hold the next Commission meeting in person.

Vice-Chair Beaver adjourned the meeting at 7:37 PM.