



PLANNING AND ZONING COMMISSION MEETING SUMMARY

Thursday, June 10, 2021, at 7 PM

Virtual Meeting via Zoom and broadcasted live on the City Facebook Page
Westminster, Maryland 21157

A meeting of the Westminster Planning and Zoning Commission was held virtually via Zoom and broadcasted live on the City Facebook Page, on June 10, 2021, at 7 PM.

Vice-Chair Kevin Beaver, Commissioner Tyler Codd, and Commissioner Tiombe Paige were present. City staff members Mark Depo, Andrew Gray, and Samantha Schlitzer were also present. County Planning Technician Hannah Weber was also in attendance.

The following members of the public were present: Brian Wagner, Mark Banta, Emily Dean, and Kelly Shaffer Miller.

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

Vice-Chair Beaver requested a motion to approve the meeting summary from May 13, 2021. Vice-Chair McNulty motioned to approve the meeting summary. Vice-Chair Beaver seconded. The motion passed 3-0.

Vice-Chair Beaver opened New Business Item A – Upwards Adjustment of Eight Single-Family Detached Dwelling Units for Stonegate. Mr. Gray stated that Martin W. Hackett, President, Carroll Land Services, Inc., has requested, pursuant to Section 164-199 F. of the Zoning Ordinance, that the Planning and Zoning Commission adjust the 40-building permit per calendar year requirement upward by 20% (eight additional permits) for calendar year 2021. The basis for Mr. Hackett's request can be found in the attached letter dated March 23, 2021. Staff recommended that the Commission increase the number of allowable building permits for the Stonegate development upward by 20% (8 single-family detached dwelling units) for calendar year 2021, pursuant to Zoning Ordinance Section 164-199F..

Commissioner Codd moved to approve the Upwards Adjustment. Commissioner Paige seconded; the motion passed 3-0.

Vice-Chair Beaver opened New Business Item B – Carroll County Liaison Report. Ms. Weber reported that the Carroll County Planning Department is working with the Planning Commission to push out information regarding the residential text amendment for the County.

Vice-Chair Beaver asked what would be after the residential areas. Ms. Weber replied agricultural and conservation zones would be reviewed next.

Vice-Chair Beaver opened Planning Commission and Public Comments.

Ms. Shaffer Miller, on behalf of Royal Farms and the Carroll County Commerce Center requested that the Commission review and approve a grading permit necessary to complete the site plan. She stated that City staff believes that with the additional grading request, the site plan no longer meets the requirements and requires an amendment. The applicant does not agree, stating that there is a note on the approved site plan stating that the adjacent areas may be accessed to complete site improvements.

Mr. Gray reminded the Commission that any action taken by the Commission during the public comments portion of the meeting would be in violation of the Open Meetings Act.

Vice-Chair Beaver asked if the grading was necessary for access to the site and how much of a disturbance would it cause. Mr. Banta, on behalf of the Carroll County Commerce Center, stated that the grading was necessary so that equipment could access the south side of the retaining wall. Mr. Depo added that the area of disturbance requested was 60,000 square feet. Had that been on the original site plan, staff would have reviewed it differently and stormwater management facilities could have been placed in that area.

Vice-Chair Beaver commented on the amount of disturbance relative to the size of the retaining wall, adding that it was more than a minor disturbance. Mr. Depo also added that it goes beyond the submitted site plan area and will increase the site area, thus needing a revised site plan. He stated that the Zoning Ordinance does not allow for amendments, and that a revised site plan must be submitted as amended.

Vice-Chair Beaver asked that the City attorney review the request if it was just for grading or anything more significant. He advised Ms. Shaffer Miller to prepare for additional requirements and come back to the Commission after the City attorney has reviewed.

Commissioner Paige moved to adjourn the meeting. Commissioner Codd seconded. The Commission adjourned at 7:44 PM.