



CITY OF HAGERSTOWN, MARYLAND

Planning & Code Administration Department

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PLANNING COMMISSION MEETING MINUTES

Date: March 8, 2023
Time: 4:00 P.M.
Location: City Council Chambers, Room 407, 1 East Franklin Street
Attendance:

Name	In-Person	Remote	Absent
Douglas S. Wright, Chairperson	X		
James W. Stone, Vice Chairperson	X		
Judy Wheeler	X		
Ronald Thomas	X		
Christina Davis	X		
Tamara Martinez	X		
Shelly McIntire, Ex-Officio	X		
Staff			
K. Maher, Director, PCAD	X		
S. Bockmiller, Development Review Planner and Zoning Administrator	X		
J. Wu, Planner	X		
M. Revilla, Recording Secretary	X		

Call to Order and Instructions from the Chair -

The Chair called the meeting to order at 4:08 P.M.

Approval of Minutes -

Minutes of January 25, 2023 and Minutes of February 8, 2023.

Motion - Ms. Davis moved to approve the minutes of January 25, 2023 with one revision, to add Joanna Wu's presence to the attendance chart for this meeting. Mr. Thomas seconded the motion, which passed by a vote of 7-0-1. Ms. McIntire abstained.

Staff withdrew the minutes of February 8, 2023, citing the need to make some revisions and corrections. Staff will make adjustments and place the revised minutes on the March 29 agenda for approval.

Development Review -ZS-2022-13 – 20 Eastern Boulevard - Site Plan - (J. Hague – JHA Companies).

This plan was for the construction of a car wash on part of the former concrete block company property located south of Dual Highway, east of Eastern Boulevard and west of Antietam Creek. There will be two points of access, the easternmost of which will be a one-way exit. A 46'x170' car wash building would be constructed, as well as a 120'x64' vacuum enclosure. Fourteen parking spaces (in addition to the vacuum spaces) are provided. There is floodplain on the property, however none of the improvements infringe on the floodplain. The site is largely paved and most will be removed for the development.

The applicant seeks approval through a declaration of intent for exemption to the Forest Conservation Ordinance due to the fact that the site is entirely paved. Staff endorses this request. The owner will dedicate two small pieces of the site to create a uniform street right-of-way line along the front of the property along Eastern Boulevard.

Staff recommends approval of the forest conservation exemption and recommends approval of the site plan, subject to any forthcoming conditions of approval from agencies.

Chris Waddell of JHA Companies advised they plan to remove the remaining paving that would be left outside of the developed area (and within the floodplain of Antietam Creek) and add landscaping as well stated they are working with MDE for a resolution.

Motion - Ms. Davis made a motion to approve the site plan and the forest conservation exemption subject to a few outstanding comments from the Light Department. Ms. McIntire seconded the motion. The motion passed unanimously with a vote of 7-0-0.

ZS 2022-17 – 562 Northern Avenue - Site Plan, (A. Hager – Frederick, Seibert & Associates).

This site plan is for the reconfiguration of the parking field at the former Golds Gym. Parking for educational facilities is addressed in the ordinance as "1 space per employee and ample student and visitor parking as determined by the Planning Commission." They propose 195-parking spaces. The area to the eastern side of the site will be striped and predominantly used as a CDL truck driver training course. However, at any largely attended after-hours events at the facility, this area can also be used for "field parking" for additional visitors. Given the almost entirely paved nature of the site, the applicant has filed a declaration of intent, seeking exemption from the requirements of the Forest Conservation Ordinance. Staff endorses this request. Given that this is mostly the retrofitting of an existing parking lot that has little existing landscaping, the applicant has requested approval of an alternate landscaping plan. Staff endorses this request.

Staff recommended approval of the Forest Conservation Ordinance exemption, approval of the alternate landscaping plan and approval of the site plan subject to any conditions that may accompany those site plan approvals.

Adam Hager of Frederick, Seibert and Associates, the project engineer, informed the Commission about the landscaping as well as fencing by the railroad and along the property line, screening planned for next to the adjacent restaurant and addition of a sidewalk.

Staff recommended approval of the Forest Conservation Ordinance exemption, approval of the alternate landscaping plan and approval of the site plan subject to any conditions that may accompany those site plan approvals.

Adam Hager, project engineer, informed the Commission about the landscaping as well as fencing by the railroad and along the property line and screening by the restaurant. And addition of a sidewalk.

Patrick McCord from Hagerstown Community College Board of Trustees provided information regarding hours of operation, parking, entrance circumference, as well as the police satellite office that will be located on the premises. He also discussed approximate amount of students and staff at given times throughout class schedules.

Motion – Mr. Stone made a motion to approve the forest conservation ordinance exemption, alternative landscaping and site plan. Ms. Wheeler seconded the motion. The motion passed by a vote of 7-0-0.

Workshops –

None.

New Business –

1. A-2023-01 - Discussion of Annexation Plan and zoning request for Bostetter Annexation.

Motion- Ms. Davis moved to forward to Mayor and Council and Ms. Wheeler seconded. The motion passed with a vote of 6-1-0, Ms. McIntire abstained.

2. A 2023-02 - Discussion of Annexation Plan and zoning request for Blaine Properties Annexation.

Motion- Consensus of the commission was to forward to Mayor and Council. Ms. Wheeler moved to forward to Mayor and Council and Ms. Davis seconded. The motion passed with a vote of 6-0-1, Ms. McIntire abstained.

3. ZT-2023-01 - 2023 LMC Text Amendments – Eklund's LCD, simplified plat, dog day care, and cannabis.

The proposals include:

Issue 2023-01 – Modify restrictions to building additions in the Local Conversion District. This was submitted at the request of Dr. Eklund, who desires to put an addition on the front of his facility on Cypress Street. He submitted an application for a text amendment seeking to move this as a piecemeal amendment. However, since staff must move on other time sensitive issues, it is included in this staff-initiated package. Staff identified clarification language necessary to address the issue of setback incursions that may be approved in this process.

Issue 2023-02 – Permitting Dog Day Care Facilities in the CC-MU and N-MU Districts, and making adjustments to this use and to kennels in the CG, CR, and I-MU Districts. Economic Development is receiving inquiries about potential dog day care businesses in the downtown area. This type of use is usually a sign of increasing and affluent residential use in an area, and would be a desirable service as the downtown revitalization unfolds provided adverse impacts are minimized.

Issue 2023-03 – Tighten and clarify provisions related to cannabis uses in advance of pending State legislation, which goes into effect July 1, 2023. See the explanation in the proposal.

Issue 2023-04 – Simplified plat process corrections and a minor adjustment to the appendix containing signature blocks.

Old Business –

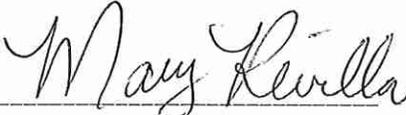
None.

Announcements -

This is Doug Wright's last meeting as chair. The Commission discussed his accomplishments and during his time as Chair.

Adjourn –

With no further discussion, the meeting adjourned at 7: 28 P.M.


Mary Revilla, Recording Secretary