



CITY OF HAGERSTOWN, MARYLAND

Planning & Code Administration Department

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PLANNING COMMISSION MEETING MINUTES

Date: Wednesday January 10, 2024
 Time: 4:00 p.m.
 Location: Council Chambers, City Hall, 1 East Franklin Street
 Attendance:

Name	In-Person	Remote	Absent
Christina Davis, Chairperson			X
James W. Stone, Vice Chairperson			X
Judy Wheeler	X		
Ronald Thomas	X		
Tamara Martinez	X		
Sean Flaherty	X		
Matthew Schindler, 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 Instruction from the Chair –

The Chair called the meeting to order at 4:03 p.m.

Nomination for chairman pro temp was conducted due to the Chair and vice Chair were not present.

Motion - Ms. Wheeler moved to elect Mr. Thomas to serve as Chair, pro temp for this meeting. Mr. Flaherty seconded. The motion passed with a vote of 4-0-0.

Bylaw Revisions – Rules and Procedure -

Staff provided clarity regarding the addition of a provision of a consent agenda, what constitutes a conflict of interest and added verbiage about online meetings.

Ms. Wheeler made a motion to approve the bylaws revisions with one change on page five, section two, changing the word building to meeting. Mr. Flaherty seconded.

Motion - The motion passed with a vote of 4-0-0.

Ms. Wheeler asked if Boosalis Storage was to be on the revised agenda. It was not.

Approval of Minutes –

Approval of Minutes of December 13, 2023, with one correction, the time the meeting adjourned was 8:28 p.m. instead of 10:55 p.m.

Motion- Ms. Martinez moved to approve the minutes of December 13, 2023, with the correction of the time of adjournment. Mr. Flaherty seconded. The motion passed by a vote of 3-0-1, Ms. Wheeler abstained.

Development Review –

ZS-2022-02 – Currwood Warehouses – Breaker Drive – Site Plan Landscaping Issue - FSA (T. Frederick).

The engineer for this project proposed a revised plan which moves the landscaping around the base of the buildings. They are having issues with providing enough space for the landscaping shown on the plan at certain locations around the buildings, due to the foundation being poured wider in places than the plans approved.

Trevor Frederick of Frederick, Seibert and Associates, explained and showed illustrations of the footers being over poured and a canopy that is hanging over four parking spaces at the entrance. The alternate landscaping plan would allow for landscaping in place of those four parking places and also around the other planned parking spaces in the development. Chuck McMahon of MCB Real Estate was present to agree that this would be a viable solution given the issue.

Motion – Ms. Wheeler moved to approve the modified landscaping plan to include the reduction of four parking spaces so long as the required amount of parking is still met. Mr. Flaherty seconded. The motion passed with a vote of 4-0-0.

A - 2024-01 – JDA Hagerstown - 55 West Oak Ridge Drive – City of Hagerstown.

The property owned by JDA Hagerstown Industrial Properties; LLC located at 55 West Oak Ridge Drive entered into an annexation agreement with the City on March 22, 2022. The agreement required that the annexation process be initiated for Building 1 following the property owner's receipt of a final, unconditional U&O or December 31, 2023, whichever occurs first.

The City is proposing to move forward with this annexation agreement and annex the property, assigning Industrial Mixed-Use zoning to this date.

The current County zoning for the property is Highway Interchange (HI). Staff proposes providing Industrial-Mixed Use (I-MU) zoning, a comparable City zoning classification to the current designation, which allows for warehousing. Flaherty wanted to know how long after a property is annexed is it taxed?

Ms. Martinez asked if there were properties soon to be annexed. The annexation would be complete by the next billing cycle in July.

Motion – Ms. Martinez made a motion to recommend the Annexation Plan to the Mayor and Council and assignment of I-MU zoning for approval. Ms. Wheeler seconded. The motion passed with a vote of 4-0-0.

A - 2024-02 – Interstate 70 Right of Way, and 18320 and 18306 Col. H.K. Douglas Drive – City of Hagerstown.

Following the annexation of Building 1 on 55 West Oak Ridge Drive, this City is also initiating the annexation of two properties: 18306 Col Henry K Douglas Drive (Motor Vehicle Administration) and 18320 Col Henry K Douglas Drive (State Highway Administration). This annexation will also include a section of I-70, so that it is contiguous to the city, and the Col Henry K Douglas Drive right-of-way.

The current County zoning for these properties is Highway Interchange (HI). Staff proposes providing Commercial Regional (CR) zoning, a comparable City zoning classification to the current designation.

The Planning Director explained the annexed tract, the procedural neutrality of the state-owned land in the annexation process, eligibility of a property to be annexed, and the properties the City plans to annex when contiguous to the city boundary.

Motion - Ms. Wheeler moved to recommend the approval of the Annexation Plan and annexing Commercial Regional zoning to the properties to the Mayor and Council. Mr. Flaherty seconded. The motion passed with a vote of 4-0-0.

Workshops –

None.

New Business –

Board of Zoning Appeals Agenda – Two cases were received. The Planning Commission had no concerns with either.

Potential Text Amendment – Special Exception for additional building height in industrial districts –

Staff explained the proposal to create a special exception avenue for increasing building height in the industrial districts, and how it is being driven by a business proposal. The Commission has no objection to this proposal.

Old Business –

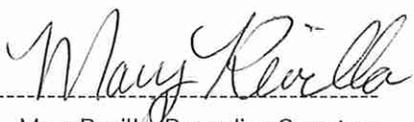
None.

Announcements –

None.

Adjourn –

Ms. Wheeler moved to adjourn, and Mr. Flaherty seconded. The meeting was adjourned at 5:25 p.m.



Mary Revilla, Recording Secretary
approved
1-31-24