



# CITY OF HAGERSTOWN, MARYLAND

Planning & Code Administration Department

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## PLANNING COMMISSION MEETING MINUTES

Date: Wednesday October 25, 2023  
Time: 7:00 p.m.  
Location: Room 407, 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 7:03 p.m.

### Approval of Minutes –

Approval of Minutes of February 9, 2022, March 30, 2022, April 13, 2022, September 27, 2023, and October 11, 2023.

Motion - Ms. Wheeler moved to approve the minutes of February 9, 2023, with no changes. Mr. Stone seconded. The motion passed by a vote of 4-0-2. Mr. Schindler and Mr. Flaherty abstained.

Motion – Mr. Stone moved to approve the minutes of March 30, 2022, with one change to replace a word on page two. Mr. Thomas seconded. The motion passed by a vote of 3-0-3. Mr. Schindler, Ms. Wheeler, and Mr. Flaherty abstained.

Motion - Mr. Stone moved to approve the minutes of April 13, 2022, with no changes. Ms. Wheeler seconded. The motion passed by a vote of 4-0-2. Mr. Schindler and Mr. Flaherty abstained.

Motion – Ms. Wheeler moved to approve the minutes of September 27, 2023, with no changes. Mr. Stone seconded. The motion passed by a vote of 4-0-2. Ms. Davis and Mr. Flaherty abstained.

Motion – Mr. Schindler moved to approve the minutes of October 11, 2023, with no changes. Mr. Thomas seconded. The motion passed by a vote of 6-0-0.

Development Review –

**S –2023-10 – Unger Properties - 17753 & 17859 Virginia Avenue – Split Jurisdiction Plat – (E. Schreiber) FSA.**

Similar to the plat that was processed to correct minor encroachments onto the recently annexed Unger tract along Armstrong Avenue, the property owner is subdividing three non- build able lots that will be given to adjacent property owners whose properties are in the County and beyond the City's jurisdiction. These lots will be separate and are not being absorbed into the lots in the County due to the cross-jurisdiction issue. However, the plat states they are not buildable for principal structures and must be owned in perpetuity by the owner of the lot to which the land is being given.

Ed Schreiber, of Frederick, Seibert & Associates, explained the division of property and that the deeds would be provided by Unger Properties for these lots.

Mr. Stone made a motion to approve the plat subject to the two conditions of the Planning Department, and Ms. Wheeler seconded. The motion passed with a vote of 6-0-0.

**C – 2023 01 – Bostetter - 17601 Broadfording Road - Addendum to Sketch Plan. (D. Trostle) FSA.**

Previously, the Commission approved a subdivision sketch plan for this development as it was being annexed into the City. This unusual step was done to give the developer a level of comfort that their plans would be acceptable, so they could determine whether or not to move forward with the annexation. The sketch plan was approved, and the property is now in the City.

The sketch plan review did not include stormwater (ESD) review at that time. This is being brought back to the commission for review and approval of the stormwater management approach, so it can be appended to and made part of the previous sketch plan approval. Staff provided the plan, previous staff report and the memorandum from the City Engineer. Staff recommended approval.

Mr. Schindler made a motion to approve the storm water management plan be appended to the previously approved sketch plan. Mr. Thomas seconded. The motion passed with a vote of 6-0-0.

Workshops –

None.

New Business –

None.

Old Business –

Burhans Village development issues.

Staff presented images and issues that were associated with the Burhans Village development regarding grades and fences. A brief discussion regarding fencing, parking, and road safety from the railroad tracks took place between the Commission.

Announcements –

None.

Adjourn –

Mr. Stone moved to adjourn, and Ms. Wheeler seconded. The meeting adjourned at 7:58 p.m.



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Mary Revilla, Recording Secretary

approved 11-8-23