



# CITY OF HAGERSTOWN, MARYLAND

Planning & Code Administration Department

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## PLANNING COMMISSION MEETING MINUTES

Date: Wednesday February 28, 2024  
 Time: 7:00 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
<b>Staff</b>			
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 7:04 p.m.

### Approval of Minutes –

Approval of Minutes of January 31, 2024.

Motion- Mr. Stone moved to approve the minutes of January 31, 2024, with no changes. Ms. Wheeler seconded. The motion passed by a vote of 6-0-0.

### Consent Agenda –

SA-019-03 - City Chapel - 227 East Washington Street – Minor Site Plan Renewal – Zachary Camp, Pastor.

S-2023-12 – Commonwealth Avenue – 825 Commonwealth Avenue – Subdivision Plat - FSA (E. Schreiber).

S-2023-13 – Hagers Crossing RE LLC. – Garland Groh Boulevard – Subdivision Plat - FSA (E. Schreiber).

Motion - Ms. Wheeler: "Madam Chair, I have reviewed the plans submitted in Cases. SA-2019-03, S-2023-12, and S-2023-13, and staff reports for cases S – 2023-12, S-2023-13, and SA-2019-03, and move that these cases be approved subject to the renewal of the City Chapel minor site plan for six months from the expiration date of the current extension. And two, the plat for Hagers Crossing LLC. Be subject to one condition cited by the City Engineer. And three, the condition of the Planning staff recommendation that the timing of the Use and Occupancy for the last lot being developed be dependent upon the completion of the connection to Hagers Crossing Drive.

Mr. Stone recused himself for the following case.

S – 2024-01 – Boys & Girls Club. – 805 Pennsylvania Avenue – Subdivision Plat - FSA (E. Schreiber).

Motion - Ms. Wheeler moved to approve S - 2024-01. Mr. Thomas seconded. The motion passed with a vote of 5-0-0. Mr. Stone recused.

Development Review –

None.

Workshops –

None.

New Business –

**Board of Zoning Appeals Agenda** - An Administrative appeal was filed for issuance of a zoning violation notice addressing the erection of a gazebo with a metal roof at the property located at 309 South Potomac Street.

**Special Meeting** - The Zoning Administrator asked about the availability of the Commission members for a short, special meeting in order to approve the redline revision for an addition of a 900-foot canopy to the Tractor Supply site plan. The Commission agreed to schedule a special meeting when it was ready.

Old Business –

None.

Announcements –

Mr. Flaherty announced he is running for City Council.

Staff requested to schedule a special meeting for approval of an addition of a canopy to the Hopewell Road Tractor Supply.

Adjourn –

Mr. Thomas moved to adjourn, and Mr. Flaherty seconded. The meeting was adjourned at 7:20 p.m.

  
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 Mary Revilla, Recording Secretary  
 Approved  
 4-25-24