



# CITY OF HAGERSTOWN, MARYLAND

Planning & Code Administration Department

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## PLANNING COMMISSION SPECIAL MEETING MINUTES

Date: Wednesday March 4, 2024  
 Time: 9:00 a.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 9:04 p.m.

### Development Review –

**ZS -2020-03** – Tractor Supply - Redline – 11935 Hopewell Road – Redline Revision of the site plan for a 900 square foot canopy. Frederick, Seibert & Associates (T. Frederick).

The applicant proposes to construct a 30-foot canopy on the north side of the building as depicted in the attached plans. Although it would eliminate the landscaping between the building and the parking for 30-feet, the area around it along the north wall exceeds ordinance requirements, so staff does not view this as needing a waiver.

The following agencies have provided approvals:

City Engineer  
 Planning

Light Department

Water and Wastewater Department

Fire Marshal subject to two conditions:

1. The canopy shall not be located within or obstruct current means of egress to public right of way (outlined in the building permit).
2. The canopy shall not exceed an occupancy of 49 persons.

Potomac Edison, subject to two conditions:

1. Call Miss Utility before digging.
2. Keep the canopy at least 10 feet from a nearby transformer.

Staff recommends approval, subject to the above-listed conditions.

Motion – Mr. Stone moved to approve the revised site plan subject to the two conditions of the Fire Marshal and two conditions of Potomac Edison. Mr. Flaherty seconded. The motion passed with a vote of 6-0-0.

Adjourn –

Mr. Stone moved to adjourn, and Mr. Thomas seconded. The meeting was adjourned at 9:10 a.m.

  
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Mary Revilla, Recording Secretary  
*Approved*  
*4-25-24*