



CITY OF HAGERSTOWN, MARYLAND

Planning & Code Administration Department

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PLANNING COMMISSION MEETING MINUTES

Date: Wednesday May 8, 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 4:07 p.m.

Approval of Minutes –

None.

Consent Agenda –

Ms. Martinez: Madam Chair, I have reviewed the materials in case S-2024-02, Alter Minor Subdivision on Pennsylvania Avenue and the staff report and move to approve the plat in accordance with the staff report. Mr. Thomas seconded. The motion passed with a vote of 5-0-0.

Development Review –

SA- 2023-05 – YMCA Solar Canopy & other improvements – 1100 North Eastern Boulevard – Minor Site Plan & waivers – (S. Ortega) Scout Solar.

This plan is for the construction of five overhead solar canopies - one of which is over an existing parking area. When reviewing the site plan and inspecting the property, it was discovered there were improvements made in recent years by the YMCA that should have been reviewed through the site plan process, so they are added here to the attached plan.

The applicant seeks a waiver to some parking lot landscaping requirements. When the site was developed, very little in the way of landscaping was required. Fifty-six new trees and other landscaping improvements are shown in the parking lot, along the front of the site and along the east edge of the parking area. They also seek waivers for the requirement of sidewalks along Eastern Boulevard citing the pending nature of the proposed County Road improvements as justification for the waiver.

Tom Lombardo of Scout Solar was present to address the two conditions of Engineering and the condition of the Fire Marshal to remove or relocate the fire hydrant located under one of the four canopies.

Mr. Stone asked about the fact that the solar carports would make it dark and block sunlight and water to grass and vegetation below. Mr. Lombardo stated there will be LED lights under the canopies and there is an inch gap for water runoff.

Motion – Mr. Stone made a motion to approve the two waivers and the site plan subject to the outstanding conditions of Engineering and that the fire hydrant be moved, or that one canopy out of four be removed from the plan. Mr. Thomas seconded. The motion passed with a vote of 5-0-0.

SA- 2023-06 – Mental Health Facility Photovoltaic System – 1180 Professional Court – Minor Site Plan & waivers – (S. Ortega) Scout Solar.

This plan is for the construction of a 9,583 square foot solar facility constructed as a canopy over existing parking spaces behind the primary structure on this property. Staff recommends approval of the waiver, and approval of the site plan, subject to the conditions cited by the City Engineer and Planning, and the following conditions:

1. Add the elevation levels on the contours of the plan that shows the topography.
2. Add a note that the structure is located in the 100-year floodplain, and all materials within the floodplain elevation shall be of flood proofed material as required by Article 6 (Floodplain Management) of the Land Management Code.
3. The applicant shall communicate with the Maryland Department of the Environment and obtain any State-required approvals for construction in the floodplain prior to beginning construction.

Motion – Mr. Stone moved to waive the landscaping requirements for the reasons stated in the application per criteria D. Ms. Wheeler seconded. The vote passed with a vote of 5-0-0.

Motion – Ms. Wheeler made a motion to approve the site plan subject to the conditions made by the Engineering and the Planning Departments. Ms. Martinez seconded. The motion passed with a vote of 5-0-0.

ZS-2022-02 – Currwood Warehouses – Breaker Drive – Redline Revision (Fencing, drive entrances and driveway marking). (Agenda revised to add this review).

This is a proposed redline revision for the Currwood site plan. It proposes security fencing around the larger of the two buildings, restriping some driveway near the front of the site to create two lanes, and channelize some of the entrances to the truck/trailer storage and loading areas. Given that the fencing is interior to an industrially zoned site, and the property line runs through the center of the driveway between the buildings, there are no setback or buffering issues in this limited case.

Everything proposed is interior to the site and has no impact on surrounding properties.

Trevor Frederick of Frederick, Seibert and Associates provided details regarding the entry points, layout of the fence and security gates and exits of the location.

Motion – Ms. Martinez moved to approve the revision to the site plan. Ms. Wheeler seconded. The motion passed with a vote of 5-0-0.

Workshops –

None.

New Business –

Hagerstown Mayor and Council Transportation priorities 2024 MDOT Consolidated Transportation Plan.

The Planning Director reviewed the proposed Consolidated Transportation Plan. Mr. Stone inquired as to why the CSX was not quick to make the much-needed improvements.

Old Business –

ZM-2024-02 – Local Conversion Overlay and Landmark Overlay - American Hall – 132 Bethel Street.

Ms. Wu presented the two overlay requests and informed the Commission there were no public comments submitted while the record was open for a ten day period.

Motion – Ms. Martinez moved to make a recommendation to the Mayor and Council for approval of the Local Conversion Overlay and the Landmark Overlay. Mr. Thomas seconded. The motion passed with a vote of 5-0-0.

Announcements –

Ms. Davis suggested there should be an introductory statement for the Planning Commission meeting similar to the Historic District Commission.

Adjourn –

Mr. Thomas moved to adjourn, and Ms. Martinez seconded. The meeting was adjourned at 5:03 p.m.

Mary Revilla
June 12, 2024 approved

Mary Revilla, Recording Secretary