



# CITY OF HAGERSTOWN, MARYLAND

Planning & Code Administration Department

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## PLANNING COMMISSION MEETING MINUTES

Date: Wednesday July 10, 2024  
 Time: 4:00 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		
<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 4:06 p.m.

### Approval of Minutes –

Approval of Minutes of June 27, 2024.

Motion- Mr. Thomas moved to approve the minutes of June 27, 2024, with no changes. Mr. Stone seconded. The motion passed by a vote of 3-0-2. Ms. Wheeler and Ms. Martinez abstained.

### Consent Agenda –

SA – 2023-05 – YMCA – 1100 North Eastern Boulevard – Solar Carports.

This was previously approved by you, subject to addressing the concerns of the Fire Marshal regarding the proximity of the planned canopy to the west of the building to a fire hydrant.

The applicant has removed the one to the west of the building and created a new one along the eastern edge of the developed area, along the side of the parking area on the east side of the building.

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

Development Review –

**ZS – 2024-02 – Tru Hotel – 220 Railway Lane – Site Plan and Waiver request.**

This site plan is for a 100-room, four-story hotel building with 100 parking spaces which conforms with the Zoning Ordinance requirement for the number of parking spaces for a hotel.

This development is part of a larger tract containing the Homewood Suites Hotel, Home 2 Hotel, and two restaurants, utilizing lease lines rather than subdividing each use onto their own parcel.

The applicant seeks a waiver to the design requirement that parking areas be buffered from property lines by a landscaped area of at least 10 feet in width. The plan shows three parking spaces being located between 4.33 and 10 feet from the northern lease line (for the purpose of applying these buffer requirements, it has been longstanding practice to treat lease lines as property lines). They cite criteria band d as justification for the waiver. Staff have no objections.

Steve Cvijanovich provided information regarding which portions of Railway Lane are owned and maintained by Bowman.

Motion - Ms. Wheeler made a motion to approve Waiver per criteria B & D. Mr. Thomas seconded. The motion passed with a vote of 5-0-0.

Motion - Mr. Stone made a motion to approve the site plan subject to the health department's approval. Mr. Schindler seconded. The motion passed with a vote of 5-0-0.

Workshops –

None.

New Business –

There is a special meeting at 12:30 on Friday, July 12, 202 regarding the sketch plan for the extension of Trolley Drive. Mr. Schindler and Ms. Martinez will join via Teams and Mr. Stone, Mr. Thomas, Ms. Wheeler, and Mr. Flaherty will be attending in person.

Old Business –

None.

Announcements –

Ms. Maher stated all plats and site plans will be approved subject to the approval of the health department, due to the current review impasse over the county's water/sewer plan.

Adjourn -

Mr. Stone moved to adjourn, and Ms. Wheeler seconded. The meeting was adjourned at 4:35 p.m.

*Mary Revilla*

Mary Revilla, Recording Secretary

*Approved 7-31-24*