



CITY OF HAGERSTOWN, MARYLAND

Planning & Code Administration Department

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PLANNING COMMISSION MEETING MINUTES

Date: Wednesday September 11, 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		
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 –

Approval of Minutes of August 14, 2024, and August 28, 2024.

Motion – Ms. Wheeler moved to approve the minutes of August 14, 2024, with no changes. Mr. Stone seconded. The motion passed by a vote of 4-0-1. Mr. Schindler abstained.

Motion – Ms. Wheeler moved to approve the minutes of August 28, 2024, with one change on page Two. Mr. Stone seconded. The motion passed by a vote of 4-0-1. Mr. Schindler abstained.

Consent Agenda –

Motion – Mr. Stone made a motion to move ESD – Dunkin' to Development Review. Mr. Thomas seconded. The motion passed with a vote of 5-0-0.

Development Review –**ESD – Dunkin' - Wilson Boulevard.**

The applicant is proposing to construct a drive-thru Dunkin' at the corner of Kenley Avenue and East Wilson Boulevard. This 5.79-acre property located in the CG zoning district, which a drive-thru restaurant is a permitted use. The applicant is proposing to construct a 1,258 square foot building for the restaurant.

Staff has some concerns about the number of parking spaces being proposed. The minimum parking spaces required for this project would be seven spaces. They are dedicating two of the seven spaces for curbside pickup parking and one handicapped parking. This will leave four parking spaces for both workers and customers. Curbside pickup parking has grown more popular with many fast-food restaurants. Staff is prompting the Planning Commission to discuss if the parking is sufficient for this site specifically and if parking considerations need to be amended going forward.

Dave Trostle of Frederick, Seibert and Associates stated there are additional parking spaces available in the shopping center per an access easement with the shopping center for 15 extra spaces and access through to Dunkin. There were some concerns regarding the space in the drive thru and waiting area that will need to be addressed in the site plan.

Motion – Mr. Stone moved to approve the sketch plan subject the engineering's comments and that the architecture and landscaping on the north side be improved. Ms. Wheeler seconded. The motion passed with a vote of 5-0-0.

P-2024-01 – The Towns at Reese Farm – 706 Beaver Creek Road

The property owner for Reese Farm, located at the intersection of Emmert Road and Beaver Creek Road, is proposing to develop 124-townhome units. The development occupies 18.37 acres of the farm tract located in the RH zoning district, in which townhomes are a permitted use. The rest of the tract is proposed to be developed into an apartment complex that will create 240 units. Both plans have concept plan approval.

The plan proposes to provide 126 street trees along the development. A total of 4.25 acres of forest mitigation is provided on the Towns parcel and 0.57 acres for the Apartments. To address all forest conservation requirements, the remaining acres are being addressed offsite on a parcel along the Conococheague Creek. A remainder of 3.59 acres remains for the Towns and 2.52 acres for the Apartments. Since it is being done offsite, a 2:1 ratio is required, and 7.18 acres is being provided for the Towns and 5.04 acres for the Apartments. The table below outlines the forestation plan in detail.

The Land Management Code specifies that rear-loaded alleyways are the general expectation for new subdivisions. However, the sketch plan (C-2023-02), with front-loaded driveways and no alleyways, was approved on December 20, 2023. In addition to the driveways, the plan proposes 86 parking spaces in parking lots and 38 striped on-street parking for a grand total of 372 spaces.

A forest conservation ordinance variance application was submitted by the applicant to remove 3 specimen trees on the parcel. The trees are located in the middle of property, making it difficult to develop around. There are two trees on the proposed townhome development and one tree on the apartment parcel. Since they are proposing to mass grade this site simultaneously, the applicant has submitted a variance for the removal of all three trees. The forest conservation plan shows in the future, planting on the apartment segway.

Motion – Ms. Wheeler moved to approve the Forest Conservation variance to remove 3 specimen trees citing criteria A through G. Mr. Schindler seconded. The motion passed with a vote of 5-0-0.

Motion – Mr. Stone moved to approve the Forest Conservation Plan. Ms. Wheeler seconded. The motion passed with a vote of 5-0-0.

Motion – Mr. Stone moved to approve the Development Plan subject to outstanding comments. Ms. Wheeler seconded. The motion passed with a vote of 5-0-0.

Workshops –

Church Parking Lot Expansion – 30 Nottingham Road – Orchard Hills Congregation of Jehovah’s Witnesses.

Colin Myers and Lauren Beason of the Orchard Hills Congregation of Jehovah's Witnesses proposed additional front parking in front of the church with screening. The Commission recommended a four-foot fence and an alternate landscaping plan.

Day care center play area, pending special exception – 382 South Cleveland Avenue – Gideon Properties.

Mike Fitzgerald and Joeseeph Parisi of Gideon properties were present and provided some information regarding the existing chain link fence around the new proposed play area to the right side of the building and the layout of the exterior and interior. The Commission had concerns regarding the landscape buffer and questioned if the interior space was adequate for the number of a children. The Commission also proposed replacing the chain link fence with a privacy fence for the protection of the children.

New Business –

None.

Old Business –

None.

Announcements –

None.

Adjourn –

Mr. Thomas moved to adjourn, and Ms. Wheeler seconded. The meeting was adjourned at 5:38 p.m.



 Mary Revilla, Recording Secretary
approved 9-25-24