



CITY OF HAGERSTOWN, MARYLAND

Planning & Code Administration Department

One East Franklin Street • Hagerstown, MD 21740

E-mail: planning@hagerstownmd.org

Telephone: 301-739-8577, ext. 138 • Website: www.hagerstownmd.org

PLANNING COMMISSION MEETING MINUTES

Date: Wednesday September 25, 2024
Time: 7:00 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 September 11, 2024.

Motion- Ms. Wheeler moved to approve the minutes of July 10, 2024, with no changes. Mr. Thomas seconded. The motion passed by a vote of 5-0-2. Mr. Flaherty and Ms. Martinez abstained.

Consent Agenda –

None.

Development Review –

P- 2024-02 – Trolley Drive Extended – Emmert Road – (D. Trostle) FSA.

This is a development plan for the extension of Trolley Drive. The concept plan (C-2024-03) was previously approved by this body on July 12, 2024. The property is zoned RMOD and CG and is located on the east side of Emmert Road. The development of this property is needed for the mass grading and utility connections associated with the development of Reese Farm. The new road, Trolley Drive, will be extended to the west and connect to Emmert Road. The Trolley Drive right-of-way will be 60 feet in width, which complies with City standards. Concrete sidewalks will also be installed on both sides of the road. There will be two stormwater management ponds; one located of Emmert Road and the other on the south side of the proposed Trolley Drive. Planning has one outstanding comment that additional landscaping shall be included for both storm ponds. This is an ordinance requirement detailed in Article 5.1.4.l stating, "When adjoining a public right-of-way, such facilities shall be sited to allow for street trees and screening plantings, shall be aesthetically pleasing, and shall be designed to incorporate storm water best-management practices."

Mr. Stone asked where is the forest conservation of 0.36 acres and is it marked on the plan? Dave Trostle of Frederick, Seibert, and Associates pointed out on the plan where the drawing there was forest conservation and stated it is shown on the plat.

Motion – Ms. Wheeler moved to approve the development plan subject to any forthcoming comments from Hagerstown Light Department and Water and Wastewater Departments. Ms. Martinez seconded. The motion passed with a vote of 7-0-0.

FC – 202401 -Trolley Drive Extended - Emmert Road – (D. Trostle) FSA

The applicant also submitted a separate forest conservation plan (FC-2024-01) for the Trolley Drive project. They are proposing to plant 45 street trees and a dedicated 0.36-acre forest conservation easement on the west of side of the road that connects to Emmert Road. The total required forest requirement for this site is 2.02 acres. The applicant is proposing to provide 2.29 acres of forest, including the street tree credit. They are planning on using the excess 0.27 acres of forest for an adjacent project.

Motion – Mr. Stone moved to approve the forest conservation plan, Mr. Schindler seconded. The motion passed with a vote of 7-0-0.

Workshops –

None.

New Business –

Mr. Bockmiller communicated the shortages of the city departments stating staff is comfortable with the agenda items and are confident the minor issues will be worked out or the submission would not be on the agenda.

Old Business –

None.

Announcements –

None.

Adjourn –

Mr. Stone moved to adjourn, and Ms. Wheeler seconded. The meeting was adjourned at 7:15 p.m.



Mary Revilla, Recording Secretary
Approved 10-9-24