



CITY OF HAGERSTOWN, MARYLAND

Planning & Code Administration Department

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PLANNING COMMISSION MEETING MINUTES

Date: Wednesday December 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
Vacant			
Sean Flaherty, 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 7:02 p.m.

Approval of Minutes –

None.

Consent Agenda –

None.

Plan Review –

ESD Sketch Plan – Easterseals Child Development Center – 530 N Locust Street (Triad – Swailes).

The applicant, Easterseals, has submitted an ESD sketch plan for the proposed reuse of a former public-school building as a child day care center. The property is located in the RMED zoning district. The property is 1.77 acres in size. A child's day care center is permitted by special exception. The disturbance of this redevelopment is expected to be very limited, totaling around 0.40 acres mostly associated with demolishing a one-story accessory building to make room for a playground. Therefore, forest conservation requirements

are exempted. In case Z-2024-06 the BZA granted a special exception for child day care on October 10, 2024.

Billie Swailes from Triad Engineering gave the Commission background information on the project.

Motion – Ms. Wheeler moved to approve the ESD sketch plan. Mr. Flaherty seconded. The motion passed unanimously with a vote of 4-0-0.

S-2024-09 – Brook Meadow Townhomes Subdivision Plat – Security Road (Fox – Poffenberger).

This plat is for the creation of the following:

- 118 Townhouse lots
- 1 lot that may be used for a single-family dwelling or rental office
- Street rights of way
- Alley rights of way (all lots will have parking to the rear)
- Stormwater management lot
- Open space lots – including a large tract adjacent to Hamilton Run

The development was reviewed by the Plan Review Committee on September 17, 2024. The following agencies have provided approval:

- Planning
- Fire Marshal (with conditions)
- County Planning (for street names)
- Potomac Edison

Jim Bender, City Engineer, explained the potential for the City being interested in taking ownership of the open space provided on this subdivision plat along Hamilton Run. This will allow the City to receive credits with the State for stormwater management requirements. Mr. Stone expressed concerns for rental units and the need for home ownership. Gordon Poffenberger from Fox & Associates clarified that this development will be primarily for rentals. Mr. Bockmiller added that the Director of Public Works would like a barrier erected to prevent people from moving from the Pangborn Park parking lot to the alley in this development. Mr. Poffenberger stated there is currently a trash dumpster in that area that is creating a barrier.

Motion – Mr. Flaherty moved to approve this subdivision plat subject to any pending comments from the City Engineer and Utilities and the comments cited by the Fire Marshal. Ms. Wheeler seconded. The motion passed unanimously with a vote of 4-0-0.

Workshops –

Quit Claim of Alley – Nottingham Road – Washington County Transit. (City Engineer).

Laura Beason from Orchard Hills Congregation of Jehovah's Witnesses, was present at the meeting. Ms. Beason explained that the church and the County have been working together to redesign the parking lot in a way that is mutually beneficial. The members of the church wanted feedback from the Planning Commission before going to the BZA for a change to the special exception. Jim Bender, City Engineer, commented that he viewed this as an acceptable design, but mentioned by having two alleyway accesses, one on-street parking spot would be lost. City Engineer is still evaluating whether it would be preferable to vacate the rest of the alley so that there would be two curb cuts so close together. Ms. Beason also reiterates

that an evergreen vine trellis will be installed to screen the parking lot from the neighboring residents. The Planning Commission were receptive to the new design.

Redevelopment of the Former Washington County Hospital Site – E. Antietam Street (Carballo).

The current owner of the former hospital tracts has developed concepts as they strategize how to redevelop the former hospital properties.

They have requested a meeting with the Commission in workshop to discuss this concept to obtain feedback about its general acceptability. They are aware that this plan has inconsistencies with the zoning ordinance when it comes to some uses and setback requirements. Adoption of this plan as presented may involve a mix of zoning map and zoning ordinance amendments and variances.

Adam Carballo from Carballo Architecture presented a slide deck of the general concept for redevelopment.

Mr. Stone commented that rezoning of the former hospital properties is appropriate for this site.

Mr. Bockmiller suggested that the density of residential units in the CC-MU zoned areas should be increased, as the Zoning Ordinance allows for up to seven-story buildings and 12-story buildings with a special exception. Not doing so underutilizes the property.

Ms. Davis, the Chair, commented on the need for condos for first-time homebuyers rather than having apartments.

PUD-R proposed Overlay for Doub Farm – Landis Road (Fox – Poffenberger).

A contract purchaser of the Doub Farm intends to file an application for a PUD-R (Planned Unit Development – Regional) Overlay in order to develop this 112.22-acre tract. The plan shows 22 single-family dwellings facing Landis Road, 390 townhouse dwellings, 120 apartment units, 1 industrial tract, mixed use commercial/residential area, and open space, stormwater management, etc.

As a zoning exhibit, the exact number of dwelling units or configuration and size of commercial spaces is generalized at this time and, if approved, would be locked in with the development plan for the property. The number of dwelling units that would be in the mixed-use buildings does not appear to be stated.

The townhouses will be mostly garage-front townhouses. However, the Applicant has worked with staff and created a 2.2-acre "town green" park in the middle of the residential area. Townhouses will face the green and will NOT be garage-front units. Parking for these units will be to the rear. Therefore, the main north-south street through the center of the site will be the focus of a formal park area, lined with townhouses that do not have front-loaded garages, driveways, or curb cuts in their front yards, maximizing on-street parking around the park, creating the "focal point" required by the Ordinance. There would be two points of access on Landis Road and one point of access on Dual Highway.

This is the latest of several concepts that have been floated by the Applicant, which has made numerous adjustments and revisions to address Staff concerns about certain elements, or the plan's ability to meet the requirement of the Ordinance in order to be approved.

The process requires the applicant to essentially propose their own bulk requirements, which are shown in the chart at the top of the plan. According to estimates provided by the applicant, at build-out, the total valuation of the development would be approximately \$315,000,000.

The Zoning Ordinance requires that Applicants seeking to submit a PUD application to the City first workshop the issue and consult with the Planning Commission before submitting. This workshop is being conducted in order to comply with the Ordinance, and the Applicant plans to submit an official application soon after the workshop is complete.

Gordon Poffenberger from Fox & Associates and Matt Stare from DRB Homes were present at this meeting.

Mr. Stone emphasized the need for homeownership in the City.

Mr. Stare said that they intend for them to be "for sale" properties but is dependent on the market.

Ms. Davis stated that she would like to see buildings with more character and more Hagerstown-like, potentially with brick or stone during the site plan phase.

New Business –

2025 Planning Commission meeting schedule review and approval.

The Planning Commission had no comments regarding the proposed meeting schedule, except to remove the "*" next to the September 24 meeting date.

Old Business –

Text Amendment Briefing – Plant Growing Facilities in the PUD-R Overlay District (Staff).

Ms. Maher updated the Commission on the Land Management Code status with the Mayor and City Council. Ms. Maher suggested to remove cannabis related amendments from the 2024 package as it conflicts with pending text amendment proposals. Mr. Bockmiller also clarified that this text amendment will be presented at the January 8th meeting for a Public Review Meeting.

Text Amendment Discussion – Auto Sales and Rental in Industrial Districts (FSA – T. Frederick).

Carl Hollander from Penske was present at the meeting. Mr. Hollander explained that the operations for this location would be primarily for truck maintenance and contracts with companies for leasing vehicles. It is detailed that less than 1% of the business is for general citizen rentals. Mr. Hollander estimates that they receive roughly seven of these inquiries per week.

Ms. Maher expressed her concerns of the public driving rental moving trucks in current existing industrial parks and creating traffic hazards.

Mr. Bockmiller explained that due to the nature of Penske's business being primarily for repairs rather than sales/rentals, and they state rental to the general public will be very limited (one to two per week), the company will not need to pursue this text amendment. Under the Planning Commission's guidance, staff will continue to take a closer look to see if this is a feasible text amendment for the future.

December 12th BZA Agenda

Case No. Z-2024-11 – A variance to reduce the 4- or 5-foot side setback to 6 inches for a gazebo and a deck at the property located at 309 South Potomac Street.

Case No. Z-2024-08 –A special exception for a child day care center, and a variance to reduce the required minimum 20,000 square foot minimum lot area requirement for a special exception use to 10,695 square feet for property located at 382 South Cleveland Avenue.

Case No. Z-2024-10 –An expansion of a nonconforming use for the store at the property located at 901-903 Concord Street in the RMED Zoning District.

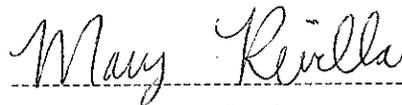
The Commission chose not to send a recommendation to the BZA on any of these cases.

Announcements –

Sean Flaherty has been elected as a City Council member and will act as the Planning Commission's ex-officio. This created a vacancy on this Commission.

Adjourn –

Mr. Stone moved to adjourn, and Ms. Wheeler seconded. The meeting was adjourned at 8:52 p.m.



Mary Revilla, Recording Secretary

Approved 3.12.25