



**PLANNING COMMISSION MEETING MINUTES**

Date: Wednesday April 30, 2025  
 Time: 7:00 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		
Fred Nugent			X
Sean Flaherty	X		
<b>Staff</b>			
S. Bockmiller, Deputy Director for P&Z, DPED	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 7:04 p.m.

**Approval of Minutes –**

Approval of Minutes of April 9, 2025.

Motion- Ms. Wheeler moved to approve the minutes of April 9, 2025 with no changes. Ms. Martinez seconded. The motion passed by a vote of 6-0-0.

**Consent Agenda –**

**S-2016-03 – Reapproval of previously approved minor plat – 808 Marshall Street**

The plat was approved, with two waivers by the Planning Commission on June 29, 2016, but the applicant did not get to the point of recording it. Therefore, staff places this plat before the Commission for reapproval. This is a minor subdivision n that normally would not be brought to you, except for the fact that waivers were involved.

Motion – Mr. Stone moved to re-approve the plat. Ms. Wheeler seconded. The motion passed with a vote of 6-0-0.

**Development Review –**

**SA-2025-01 – Savers – Long Meadow Shopping Center – Minor site plan and Waiver – Potomac Avenue.**

This is for a minor site plan located at the former Ashley's furniture, which is located in the Commercial Regional (CR) zoning district. Retail is a permitted use in this zoning district adjacent to the McDonalds. The applicant is proposing to construct a compactor in the rear and a loading dock on the side of the building.

The applicant has submitted an alternate landscaping plan. This site has long been developed . Staff had provided instruction to the applicant for the alternate landscaping plan. The plan shows some additional plantings on the site and a street tree along Oak Hill Ave.

The Commission had a few questions which the applicant addressed.

Motion – Mr. Stone moved to approve the waiver per criteria A. Mr. Thomas seconded. The motion passed with a vote of 6-0-0.

Motion – Mr. Stone moved to approve the site plan subject to comments from Planning. Ms. Wheeler seconded the motion. The motion passed with a vote of 6-0-0.

**ZS-2024-07 – Dunkin Donuts – Site Plan and Waivers – East Wilson Boulevard at Kenly Avenue.**

An ESD sketch plan was approved by the Commission on September 11, 2024. This site plan is for the construction of a new Dunkin Donuts located at the intersection of East Wilson Blvd and Kenly Ave. The property is located in the Commercial General (CG) zoning district, in which a drive-thru restaurant is a permitted use. The property is on a 0.63-acre lot and the proposed building footprint will be approximately 1,142 square feet.

The parking requirement for this use is 7 spaces. The applicant is proposing to provide 7 spaces. A walkway will also be constructed to connect this property to the adjacent shopping center parking lot.

The applicant has submitted a Schedule W requesting two waivers:

1. Reduce street tree requirement on Kenly Ave to zero trees
2. Reduce landscape buffer width from 10 feet to 3 feet

Current utilities and the existing curb and sidewalk do not allow for adequate planting space for the street trees. The 10-foot landscape buffer requirement needs to be reduced because of the configuration of the dumpster pad and turning radius.

Fred Frederick, Frederick, Seibert, and Associates, was present to answer any questions.

Motion – Mr. Flaherty moved to approve the waivers per criteria A. Ms. Wheeler seconded. The motion passed with a vote of 6-0-0.

Motion – Mr. Stone moved to approve site plan subject to Hagerstown Light Department and Code Department comments. Ms. Wheeler seconded. The motion passed with a vote of 6-0-0.

**S-2025-02 – Currwood Warehouse Development Re-subdivision – Breaker Drive**

The Currwood site was subdivided into two principal lots with a few minor detached supporting lots. This plat re-subdivides the two primary lots - each of which contains one warehouse building - into three lots. The new lot will be on the west side of the property, including the footprint area of the planned enlargement of the larger building, area fronting along Antietam Creek and a neck that extends to Howell Road. This lot will be 44.96 acres, made of 18.02 acres from Lot 2 and 26.94 acres from Lot 1.

The intent of this plat is to create a lot on which a third commercial building would be constructed in the area that the previous site plan shows the extension of the existing building. When this happens, a new site plan will be required.

Motion – Mr. Stone moved to approve the plat. Mr. Thomas seconded. The motion passed with a vote of 6-0-0.

**Workshops –**

**Anderson Automotive – Proposed Expansion – 808 Virginia Avenue (Between Snyder and Noland).**

The applicant has filed three variances for the BZA hearing on June 12, 2025, to add two bays, add landscaping, and pulling up some landscaping. A full site plan will be required. The commission was in favor of this proposal.

**New Business –**

**Meritus - Doey's House – Annexation Plan Review/Zoning Recommendation – Yale Drive**

The annexation of Foggy Bottom Farm and Other Lands (A-2018-01) became effective on April 12, 2019. This annexation makes the property at 11370 Caring Pathway Lane contiguous to the corporate boundary and thus subject to annexation under the terms and conditions of the 2016 pre-annexation agreement.

The current County zoning for the property is Office, Research, and Industry (ORI). Staff propose providing Industrial-Mixed Use (I-MU) zoning, a comparable City zoning classification to the current designation. The area of the property is approximately 4.39 acres.

- It is within the City's MRGA, County's UGA, and State's PFA.
- Water and Wastewater are provided by the City.
- Electric is provided by Potomac Edison.

The maintenance of right-of-way will be performed by Washington County on Yale Drive. Caring Pathway Lane is a private road.

Mr. Stone asked how Meritus became owner of this property. It is possible that this land has always been owned by Meritus.

Motion – Ms. Wheeler made a motion to recommend the zoning to be I-MU (Industrial – Mixed Use) and the annexation plan to move forward to Mayor and Council. Mr. Stone seconded. The motion passed with a vote of 5-0-1. Mr. Flaherty abstained.

**Cumber. Val. Animal Clinic – Annexation Plan Review/Zoning Recommendation – 17747 Virginia Ave.**

This property is subject to a preannexation agreement and contains a veterinary hospital. The property became contiguous to the City when the Unger Farm (now pending subdivision Virginia Commons, II) annexed into the City. Staff recommends zoning of CG (Commercial General) be assigned to the property.

Motion – Ms. Wheeler moved to recommend the Annexation plan, with assignment of CG (Commercial General) zoning, be forwarded to Mayor and Council for approval. Mr. Stone seconded. The motion passed with a vote of 5-0-1. Mr. Flaherty abstained.

**2024 Annual Report Review**

The CY 2024 Annual Report that the City is required to prepare for the Maryland Department of Planning. The subject areas of the report are mandated by State law. It must include information about development review, building permits, comprehensive plan updates, special projects and activities to implement the comprehensive plan, annexation activities, rezonings, and land use regulation text amendments.

Highlights of the annual report includes, rezonings, Land Management Code amendments, annexations, downtown revitalization, etc.

Motion – Ms. Martinez moved to recommend this to Mayor and Council for approval. Ms. Wheeler seconded. The motion passed with a vote of 5-0-1. Mr. Flaherty abstained.

**Old Business –**

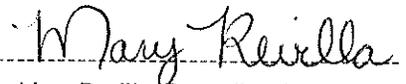
None.

**Announcements –**

None.

**Adjourn –**

Mr. Thomas moved to adjourn, and Mr. Stone seconded. The meeting was adjourned at 7:50 p.m.

  
Mary Revilla, Recording Secretary  
Approved 7.30.25