



# CITY OF HAGERSTOWN, MARYLAND

Planning & Code Administration Department

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## PLANNING COMMISSION MEETING MINUTES

Date: Wednesday March 26, 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-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 4:07 p.m.

### Approval of Minutes –

**Approval of Minutes of January 8, 2025, February 12, 2025, and March 12, 2025.**

Motion - Ms. Wheeler moved to approve the minutes of January 8, 2025, with no changes. Ms. Martinez seconded. The motion passed by a vote of 3-0-3. Mr. Nugent, Mr. Flaherty, and Mr. Stone abstained.

Motion - Mr. Nugent moved to approve the minutes of February 12, 2025, with one change. Ms. Martinez seconded. The motion passed by a vote of 4-0-2. Ms. Wheeler and Mr. Flaherty abstained.

Motion - Ms. Wheeler moved to approve the minutes of March 12, 2025, with no changes. Mr. Stone seconded. The motion passed by a vote of 5-0-1. Mr. Flaherty abstained.

### Consent Agenda –

None.

### Development Review –

None.

Workshops –**535 Summit Avenue Plan for a Conversion Overlay District for an assisted living facility.**

This site is located in the RMOD Zoning District and has an approved Conversion District Overlay for a boutique hotel with associated uses. The hotel failed to launch. The owner plans to apply for a new Conversion Overlay to use the property for an assisted living facility. They have not provided an overall site layout, but shows recreational amenities in the front yard, including a full-sized and fenced basketball court.

The Commission asked if the interior would be reconfigured and if there would be separate bathrooms. Heather Murphy, the applicant, answered that reconfiguration would not be necessary and bathrooms would be on every corner. The Commission also asked about the business practices and if prospective residents who needed more intensive care be adequately taken care of. Ms. Murphy responded that the basketball court being shown would become a memory garden. Durga Kolli, the applicant, also stated that they have a ratio of 8-10 residents per staff member 24/7. She explained that this facility will be licensed by the State of Maryland as an assisted living facility and funding is available by Medicaid. This facility will also have a smoker's area in the building to the left of the facility matching the existing façade with a privacy fence for safety. The current \$4 million budget is expected to increase to a minimum of \$5.5 million.

New Business –

None.

Old Business –

None.

Announcements –

The City has an open position for a Senior Planner (Planner IV-V).

At the March 25<sup>th</sup> Mayor and City Council regular session, the Planning items were as presented:

- Kathy Maher, Director of PCAD, was recognized for her 30 years of service at the City.
- A public hearing was held for the proposed POM text amendments. No comments were received at the hearing.
- A public hearing was held for the PUD-R overlay at Doub Farm. Several members of the public spoke in opposition to this overlay.

Adjourn –

Mr. Flaherty moved to adjourn, and Ms. Martinez seconded. The meeting was adjourned at 7:55 p.m.

  
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Mary Revilla, Recording Secretary  
*approved 4.9.25*