



Planning Commission Agenda Packet

March 25, 2026

7:00 P.M.

AGENDA



HAGERSTOWN PLANNING COMMISSION AGENDA

DATE: March 25, 2026 - 7:00 P.M.

LOCATION: City Hall, 1st Floor Meeting Room

Please visit the City's website at www.hagerstownplanning.org for information about this meeting, including documents regarding cases and topics to be reviewed.

Call to Order –

Public Hearings –
No Items

Approval of Minutes –
March 11, 2026

Consent Agenda –
No Items

Plan Review –
S-2026-01 – Trolley Drive - Staff: Valerie Feinberg

Workshop –
No Items

New Business –
No Items

Old Business –
No Items

Announcements –
No Items

Adjourn –

Next Meeting: Wednesday, April 8, 2026 - 4:00 p.m.



PUBLIC HEARINGS

NO ITEMS

APPROVAL OF MINUTES



PLANNING COMMISSION MEETING MINUTES

Date: Wednesday, March 11, 2026
Time: 4:00 p.m.
Location: 1st Floor Meeting Room, City Hall, 1 East Franklin Street

Attendance:

Name	In-Person	Remote	Absent
Christina Davis, Chairperson	X		
James Stone, Vice Chairperson	X		
Judy Wheeler	X		
Ronald Thomas			X
Tamara Martinez	X		
Frederick Nugent	X		
Sean Flaherty, Ex-Officio			X
Staff			
S. Bockmiller, Deputy Director of Planning	X		
V. Feinberg, Senior Planner	X		
K. Broche, Assistant Zoning Administrator			X
M. Ross, Planner I	X		
C. Hilgenfeld, Recording Secretary	X		

Call to Order and Instruction from the Chair –

The Chairperson, Ms. Davis, called the meeting to order at 4:02 p.m. with reading of meeting introductory remarks. Attendance of Commission members and staff is reflected in the table above.

Public Hearings –

No Items.

Approval of Minutes –

February 25, 2026, Minutes.

MOTION to APPROVE minutes from February 25, 2026, without changes. Ms. Wheeler made this motion. Seconded by Ms. Martinez. Approved 4 to 0 with 1 abstention (Mr. Stone).

Consent Agenda –

No Items.

Plan Review –

ZS-2026-01 – Antietam Creek Access Park Phase 2 - Staff: Valerie Feinberg

The site plan is for the second phase of the construction of a recreational public stream access path to Antietam Creek's carry in boat launch. The existing parcel has an abundance of large trees, and the

proposed design aims to avoid all impact on existing trees. Also, no additional landscape planting is necessary due to the small size of the project, which is less than 40,000 square feet in area.

Due to the particularities of the project, certain waivers and exemptions were filed:

- Schedule A – Landscape Plan: The applicant sites that compliance with most requirements is proposed but waiver(s) will be requested.
- Schedule W – Waiver for Standards of the Subdivision and Land Development Ordinance: The applicant requests waivers for the signature requirements under performance criteria I.4.f.1, noting that no new landscaping is proposed. Furthermore, waivers are requested for plant species selection and stormwater management (SWM) facility plantings, as project site is less than 40,000 square feet, making it too small for additional vegetation and does not include any proposed SWM facilities.
- Schedule C3 – Exemption to Forest Conservation Ordinance: The applicant cites that, due to the property's small size of less than 40,000 square feet, it is exempt from the Forest Conservation Ordinance requirements. This meets ordinance requirements. No action is required by the Commission.

The following agencies have provided approval: Planning, Water and Wastewater, Potomac Edison, Washington County Health, Hagerstown Light Department, City Engineer, Fire Marshall and Chief Code Official. Staff recommends approval.

Mr. Nugent inquired about the location of the creek and the dam; City Engineer, James Bender, provided some explanations on the map. The commission also discussed an access planned by the County, including if trees are being cut down; what kind of signage should be considered (on land and on the creek), parking options and the anticipated timeline. Mr. Bender added that since private property is involved, it remains to be determined if this will be an access point only or a City park.

Mr. Nugent made a MOTION to APPROVE based on the waivers and the exceptions that are being filed. Motion was seconded by Ms. Wheeler. Approved 5 to 0.

Workshop –

No Items.

New Business –

A-2026-01 – Cline Farm Annexation Plan and Recommended Zoning – Staff: Matt Ross

This property is occupied by one vacant dwelling with associated agricultural outbuildings and is primarily used for agricultural production. There is no proposed development at this time. The property is currently zoned as “Residential Suburban” in the County, and the proposed City zoning is RMED (Residential-Medium Density).

Annexation Plan

- The area of the property is +/- 36.78 acres.
- It is within the City's MRGA, County's UGA, State's PFA.
- It is designated High Density Residential in the County's recently adopted Comprehensive Plan.
- Wastewater and Water will be provided by the City upon development.
- Electric is provided by Potomac Edison.

Next step would be Planning Commission's recommendations of the annexation plan and proposed zoning will be forwarded to the Mayor and City Council.

Mr. Stone inquired how the property is designated in the City's Comprehensive Plan; Mr. Ross responded RMED (Residential-Medium Density).

Mr. Nugent asked to clarify what is needed from the Planning Commission; Mr. Bockmiller responded that Staff is recommending RMED, which is what the applicant requested, and the Planning Commission's role is to recommend approving the annexation plan and proposed zoning to Mayor and City Council.

Mr. Nugent made a MOTION to APPROVE the annexation plan and recommend the proposed zoning of RMED. Motion was seconded by Mr. Stone. Approved 5 to 0.

Board of Zoning Appeals (BZA) Agenda March 12, 2026 – Staff: Stephen R. Bockmiller

Case No. Z-2025-08 - 382 South Cleveland Avenue

The applicant had asked for another extension to the BZA meeting on April 16th, to provide requested new drawings clearly defining the parking conditions, and also addressing that some of the parking spaces belong to the adjacent property. Mr. Bockmiller suggested that the Planning Commission could discuss this further, if desired, once additional information was submitted.

Old Business –

Inquiries were made again about Commissioner Ronald Thomas. Staff had no success reaching out to determine his current situation, so the next step would be sending a letter.

Mr. Bockmiller reported that, as requested by the Commission, Planning Commission meeting attendance records of the current City Council representation were provided to the Mayor to look into.

Announcements

No Items.

MOTION to adjourn meeting at 4:47 p.m. made by Ms. Martinez. Seconded by Mr. Nugent.

Next Meeting is scheduled for Wednesday, March 25, 2026 - 7:00 p.m.

C. Hilgenfeld
Administrative Coordinator/
Recording Secretary

CONSENT AGENDA

NO ITEMS

PLAN REVIEW



MEMORANDUM

TO: Planning Commission Members

FROM: Valerie Feinberg, AICP, Senior Planner Planning & Economic Development

DATE: January 14, 2026

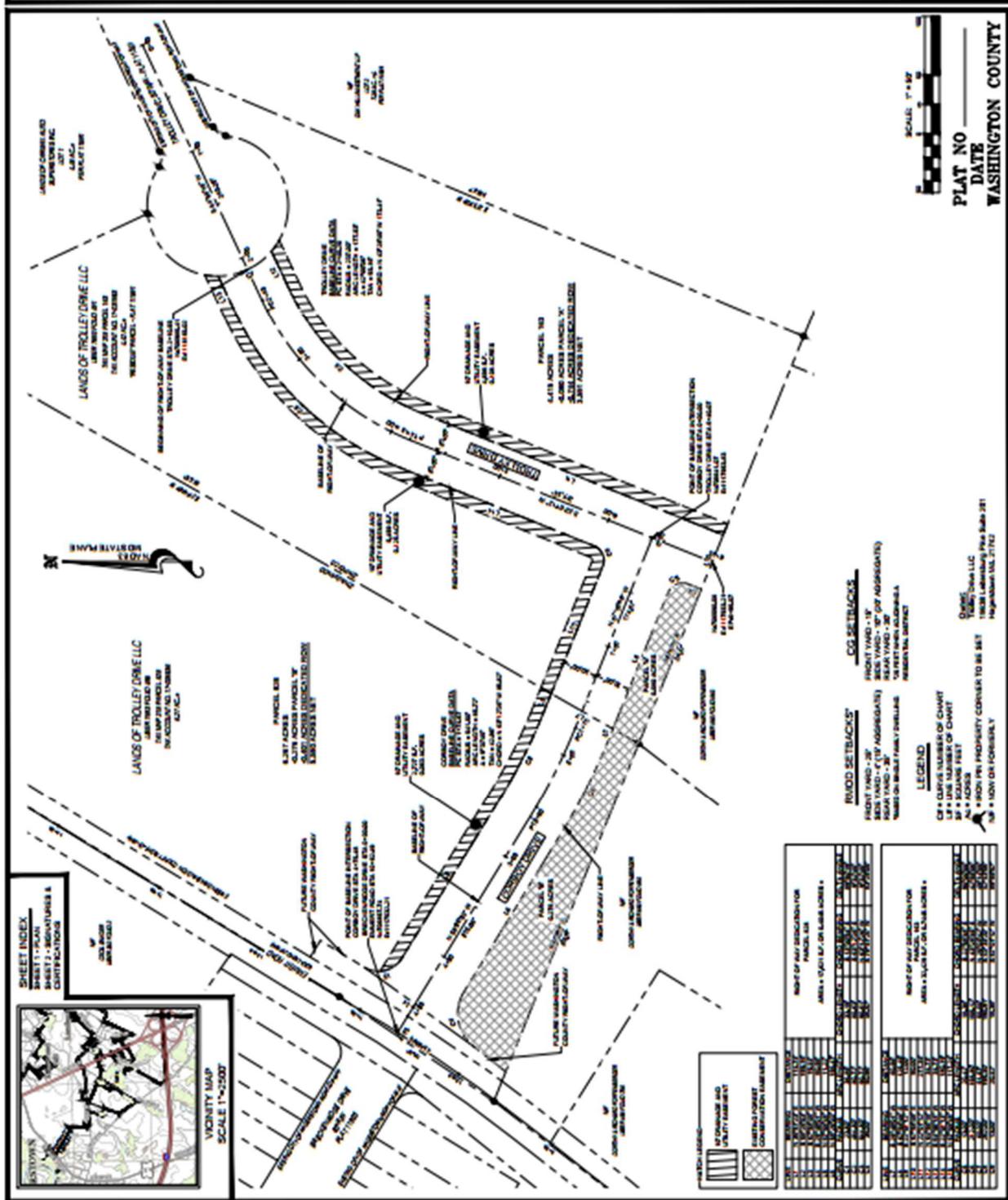
SUBJECT: Project S-2026-01 Trolley Drive Final Plat

Trolley Drive was approved as part of the Development Plan (P-2024-01) for the Carmax Auto Super Stores development providing access from Dual Highway to Emmert Road. Trolley Drive is designed to provide access to future development to the south. Currently the right-of-way of Trolley Drive terminates in a cul-de-sac south of Carmax at Corboy Drive. Corboy Drive provides access from Emmert Road and provides access to the remaining lands south of Dual Highway and west of Emmert Road. Corboy Drive will also serve the development underway at Reese Farms and the Lyles lands behind Carmax that is currently in the rezoning process.

The streets are constructed and the developer wishes to convey the streets to the city. The purpose of this plat is the creation and recordation of the right-of-way for Trolley Drive and Corboy Drive from the two (2) existing parcels.

Agency approvals have been received.

Staff recommends approval



LEGEND

CG SETBACKS
FRONT YARD - 15'
REAR YARD - 20' (OF AGGREGATE)
SIDE YARD - 5' (OF AGGREGATE)
MINIMUM SETBACKS
RESIDENTIAL DISTRICT

ROAD SETBACKS
FRONT YARD - 25'
REAR YARD - 20' (OF AGGREGATE)
SIDE YARD - 5' (OF AGGREGATE)
MINIMUM SETBACKS
RESIDENTIAL DISTRICT

LEGEND

CG - CORNER VALUES OF CHART
LP - LINE NUMBER OF CHART
SP - SQUARE FEET
AC - ACRES
NON-PROPERTY CORNER TO BE SET
SP - NON-ON-FORENSIC

NO.	DESCRIPTION FOR PARCEL A	AREA - SQ. FT.	ON-LAND LINES
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WORKSHOP

NO ITEMS

NEW BUSINESS

NO ITEMS

OLD BUSINESS

NO ITEMS



ANNOUNCEMENTS

NO ITEMS