

Janice R. Kirkner, Chair
Michael Kane, Vice Chair
Peter Lester
Matthew Hoff
Steven Smith
Ralph Robertson
Richard J. Soisson, Alternate
Thomas S. Gordon, III, Ex-officio
Daphne Daly, Secretary



Planning & Zoning Commission
Carroll County Government
225 North Center Street
Westminster, Maryland 21157

410-386-5145
MD Relay service 7-1-1/800-735-2258
plancomm@carrollcountymd.gov

REVISED MEETING AGENDA
Planning & Zoning Commission of Carroll County, MD
February 18, 2025
9:00 AM
Reagan Room (003)

PLEASE NOTE: THIS AGENDA IS SUBJECT TO CHANGE.

TO HAVE AN ORDERLY MEETING PLEASE ADHERE TO THE FOLLOWING RULES:

- ***SPEAKERS MUST SIGN IN to make public comment.***
- ***Speakers must state their name, address, and talk into microphone to facilitate audio and video recording.***
- ***Comments will be strictly limited to 3 minutes per speaker.***
- ***Citizen testimony is NOT a question-and-answer session.***
- ***Questions may be directed to staff after the meeting.***
- ***If any individual fails to comply with these rules, the Planning and Zoning Commission Chair may call the person out of order and may require him/her to leave the meeting.***

- 1. Call to Order/Welcome**
- 2. Establishment of Quorum**
- 3. Pledge of Allegiance**
- 4. Review and Approval of Agenda**
- 5. Review and Approval of Minutes (January 8, 2025)**
- 6. Commission Member Reports**
 - A. Commission Chair
 - B. Ex-Officio Member
 - C. Other Commission Members
- 7. Administrative Report (Daphne Daly)**
 - A. Administrative Matters
 - B. Extensions
 - C. BZA Cases
 - D. Other (Legislative Update)
- 8. Master Plan: Municipal Planning Presentation (Sykesville)** – Staff from the Town of Sykesville will share information on municipal plans and opportunities for Town / County collaboration. (Daphne Daly) Contact – ddaly@carrollcountymd.gov - 410-386-5145 (45 minutes)

Public Comments for Item #8

9. **Master Plan: Municipal Planning Presentation (Taneytown)** – Staff from the Town of Taneytown will share information on municipal plans and opportunities for Town / County collaboration. (Daphne Daly) Contact – ddaly@carrollcountymd.gov - 410-386-5145 (45 minutes)

Public Comments for Item #9

10. **FY26 Preliminary Recommended CIP** – Review and discussion of CIP and letter of consistency for the Board of County Commissioners. (Ted Zaleski) Contact 410-386-2489 tzaleski@carrollcountymd.gov – (15 minutes)

Public Comment Item #10

BREAK

11. **Concept Subdivision Plan - S-23-0014, Dixon Lane Solar** – Description: Ground-mounted community solar; Owner: County Commissioners of Carroll County, 225 N. Center St., Westminster, MD, 21157; Developer: Dixon Lane Solar, LLC, 530 Gaither Rd., Suite 900, Rockville, MD 20850; Location: Klees Mill Road near Dixon Lane; Tax Map 68 Grid 14 Parcels 484; C.D. 5 - CONCEPT PLAN REVIEW AND REQUEST FOR APPROVAL OF SETBACK REDUCTION IN ACCORDANCE WITH CHAPTER 158.153(C)(5). (Amy Barcroft) Contact abarcroft@carrollcountymd.gov– 410-386-2722 (20 minutes)

Public Comment for Item #11

12. **Final Site Plan - S-21-0004, Sheetz Westminster** – Description: Redevelopment to build new Sheetz fuel station and convenience store; Owner: Patamy, LLC, 205 Bell Road, Westminster, MD 21158; Developer: Sheetz, Inc., 351 Sheetz Way, Claysburg, PA 16625; located on the northwest corner of Sullivan Road and MD Route 140; Tax Map 39 Grid 13 Parcel 249, 752, 762; C.D. 3 – REQUEST FOR APPROVAL OF FINAL SITE PLAN IN ACCORDANCE WITH CHAPTER 155. (Kierstin Marple) Contact: KMarple@carrollcountymd.gov – 410-386-2722 (30 minutes)

Public Comment for Item #12

13. General Public Comment

14. Adjournment

Next Evening Meeting: Wednesday, March 5, 2025, at 6:00 PM - Reagan Room

Next Day Meeting: Tuesday, March 18, 2025, at 9:00 AM – Reagan Room

ACCESSIBILITY NOTICE:

The Americans with Disabilities Act applies to the Carroll County Government and its programs, services, activities, and facilities. Anyone requiring an auxiliary aid or service for effective communication or who has a complaint should contact The Department of Citizen Services, 410.386.3600 or 1.888.302.8978 or MD Relay 7-1-1/1.800.735.2258 as soon as possible but no later than 72 hours before the scheduled event.