

**Janice R. Kirkner, Chair**  
Michael Kane, Vice Chair  
Peter Lester  
Matthew Hoff  
Steven Smith  
Ralph Robertson  
Richard J. Soisson, Alternate  
Tom 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](mailto:plancomm@carrollcountymd.gov)

**MEETING AGENDA**  
**Planning & Zoning Commission of Carroll County, MD**  
**November 19, 2024**  
**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 (July 16, 2024)**
  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
  8. **Election of Commission Chair, Vice-Chair, and Secretary**
  9. **Review of Administrative Rules and Review of 2025 Meeting Dates – Discussion/Decision**
  10. **Special Report Devlin Square, Parcels B & C – Owner: Commissioners of Carroll County, 225 N. Center Street, Westminster, MD 21157; Developer: The Arc of Carroll County, 180 Kriders Church Road, Westminster, MD 21158; located at the corner of Sullivan Road and Snowfall Way, Westminster, MD 21157; Tax Map 39, Grid 14, Parcels B and C; C.D. 3 – REQUEST FOR MODIFICATION TO THE APPROVED PRELIMINARY PLAN, PARCELS B and C. (David Becraft) Contact [dbecraft@carrollcountymd.gov](mailto:dbecraft@carrollcountymd.gov) – 410-386-2134 (15 minutes).**
- Public Comment for Item #10**
11. **Concept/Preliminary Subdivision Plan P-24-0009 – Freedom Village, Resubdivision of Lot 2B -**  
Description: Subdivision to create 2 new commercial lots around existing businesses. Owner/Developer:

Freedom Village Shopping Center LLC, 1427 Clarkview Road, Suite 500, Baltimore, MD 21209; located at 6300 Georgetown Boulevard, Sykesville, MD 21784; Tax Map 73, Grid 12, Parcels 731; C.D. 5 – CONCEPT PLAN REVIEW AND REQUEST FOR APPROVAL OF PRELIMINARY PLAN IN ACCORDANCE WITH CHAPTER 155. (David Becraft) Contact [dbecraft@carrollcountymd.gov](mailto:dbecraft@carrollcountymd.gov) – 410-386-2134 (15 minutes).

**Public Comment for Item #11**

- 12. S-21-0023 – Northrop Grumman, 1<sup>st</sup> Amended** – Description: Request discussion pertaining to sidewalk requirement. Owner /Developer: Northrop Grumman Corporation, 7301 Sykesville Road, Sykesville, MD 21784; located at 7301 Sykesville Road, Sykesville, MD 21784; Tax Map 78, Grid 04, Parcel 528; C.D. 5 – REQUEST FOR MODIFICATION TO THE REQUIREMENT OF SIDEWALK. (David Becraft) Contact [dbecraft@carrollcountymd.gov](mailto:dbecraft@carrollcountymd.gov) – 410-386-2134 (15 minutes).

**Public Comment for Item #12**

- 13. 2023 Water and Sewer Master Plan – Fall 2024 Amendment Consistency:** County Planning Staff is asking the Commission whether the W&S Master Plan, Fall 2024 Amendments, are consistent with the *2014 Carroll County Master Plan, as amended in 2019*, and the *2018 Freedom Community Comprehensive Plan*. (Andrew Gray) Contact 410-386-2141 [agray@carrollcountymd.gov](mailto:agray@carrollcountymd.gov) (15 minutes)

**Public Comment for Item #13**

- 14. Text Amendment: Development Allowances (Introduction)** - As referred to the Planning Commission by the Board of County Commissioners, introduction, and discussion of revisions to Chapter 155 – Development and Subdivision of Land, which limits a developer to recording 25 lots per residential subdivision per fiscal year and Chapter 156 – Concurrency Management, which limits the issuance of building permits to 25 per subdivision per fiscal year. Laura Matyas/Chris Heyn) Contact- 410-386-2135 – [lmatyas@carrollcountymd.gov](mailto:lmatyas@carrollcountymd.gov) (20 minutes)

**Public Comment for Item #14**

- 15. General Public Comment**

- 16. Adjournment**

**Master Plan Work Session**

**Topics and Trends Briefs: Changing Demographics, How We Use Our Land, and Addressing Stressed Infrastructure.** – Staff will present information describing changes related to, and the status of, issues important to the update of the County’s Master Plan. **For discussion only – no public comment.** (Daphne Daly) Contact 410-386-5145 [ddaly@carrollcountymd.gov](mailto:ddaly@carrollcountymd.gov)

**Next Evening Meeting: Wednesday, December 4, 2024, at 6:00 PM - Reagan Room**

**Next Day Meeting: Tuesday, December 17, 2024, 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.*