

**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**

**August 20, 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. Concept Subdivision Plan - P-23-0055 – Eldersburg Preserve – Owner: Long Meadow Farm 21784 LLC, 741 Klees Mill Road, Westminster, MD 21157; Developer: St. John Properties Inc., 2560 Lord Baltimore Drive, Baltimore, MD 21244; located on the south side of Bennett Road; Tax Map 73 Grid 06 Parcel 247; C.D.5 - CONCEPT PLAN REVIEW, NO ACTION REQUIRED. (David Becraft) Contact [dbecraft@carrollcountymd.gov](mailto:dbecraft@carrollcountymd.gov) – 410-386-2134 (20 minutes)**

**Public Comment for Item #8**

**9. Concept Site Plan - S-23-0027 – Eldersburg Overlook Retirement Village – Owner: Long Meadow Farm 21784 LLC, 741 Klees Mill Road, Westminster, MD 21157; Developer: St. John Properties Inc.,**

2560 Lord Baltimore Drive, Baltimore, MD 21244; located on the south side of Bennett Road, east of Progress Way; Tax Map 73 Grid 06 Parcel 246; C.D.5 – CONCEPT PLAN REVIEW, NO ACTION REQUIRED. (David Becraft) Contact [dbecraft@carrollcountymd.gov](mailto:dbecraft@carrollcountymd.gov) – 410-386-2134 (20 minutes)

**Public Comment for Item #9**

10. **Special Report - FX-20-0001 – Mineral Hill Property** – Owner / Developer: Mineral Hill Property, LLC, 11175 Stratfield Court, Marriottsville, MD 21104; located at 5734 Mineral Hill Road, south side of Oklahoma Road at Mineral Hill Road; Tax Map 74 Grid 3 Parcel 7; C.D.5 –REQUEST FOR APPROVAL OF FINAL PLAN IN ACCORDANCE WITH CHAPTER 156. (Laura Matyas) Contact [lmatyas@carrollcountymd.gov](mailto:lmatyas@carrollcountymd.gov) – 410-386-2135 (15 minutes)

**Public Comment for Item #10**

11. **Recess**

12. **Concept Site Plan - S-24-0005 – Penguin Random House 3<sup>rd</sup> Amended Site Plan** – Owner / Developer: Penguin Random House, LLC C/O Ryne Barrall 400 Bennett Cerf Dr., Westminster, MD 21157; located at 400 Bennett Cerf Dr., Westminster, MD 21157; Tax Map 39, Grid 15, Parcel 798; C.D. 3 - CONCEPT PLAN REVIEW, NO ACTION REQUIRED. (Amy Barcroft) Contact [abarcroft@carrollcountymd.gov](mailto:abarcroft@carrollcountymd.gov) – 410-386-2335 (20 minutes)

**Public Comment for Item #12**

13. **Concept Site Plan - S-23-0032 – Sandymount Elementary School Addition** – Owner / Developer: Board of Education of Carroll County, 125 N. Court St., Westminster, MD 21157; located on Old Westminster Pike near Sandymount Road; Tax Map 53, Grid 20, Parcel 465; C.D. 2 - CONCEPT PLAN REVIEW, NO ACTION REQUIRED. (Amy Barcroft) Contact [abarcroft@carrollcountymd.gov](mailto:abarcroft@carrollcountymd.gov) – 410-386-2335 (20 minutes)

**Public Comment for Item #13**

14. **Mt. Airy Annexation No. 46 – Pank Land, LLC** (Hannah Weber) Contact [hweber@carrollcountymd.gov](mailto:hweber@carrollcountymd.gov) – 410-386-5145 (20 minutes)

**Public Comment for Item #14**

15. **Text Amendment: Solar Site Design Requirements** Introduction and Discussion – Introduction and discussion on possible changes to Chapter 158 that would establish site design requirements for solar projects proposed in all zoning districts. (Hannah Weber) Contact [hweber@carrollcountymd.gov](mailto:hweber@carrollcountymd.gov) – 410-386-5145 (30 minutes)

**Public Comment for Item #15**

16. **General Public Comment**

17. **Adjournment**

**Next Evening Meeting: Wednesday, September 4, 2024, at 6:00 PM – Reagan Room**

**Next Day Meeting: Tuesday, September 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.*