



**CITY OF WESTMINSTER
PLANNING AND ZONING COMMISSION
MEETING SUMMARY**

**Thursday, January 10, 2019, at 7 PM
City Hall, 1838 Emerald Hill Lane**

A meeting of the Westminster Planning and Zoning Commission was held at City Hall, 1838 Emerald Hill Lane in Westminster, Maryland 21157, on January 10, 2019, at 7 PM.

Chair Kevin Beaver, Vice-Chair Ross Albers, Commissioner Tom Herb, Commissioner Tiombe Paige, and Councilmember Ben Yingling were present. City staff members Andrew Gray, Bill Mackey, and Samantha Schlitzer were present.

The following were present and signed in: Mary Kowalski.

Chair Kevin Beaver opened the meeting at 7:00 PM.

Councilmember Yingling requested his statement in the minutes regarding the purchase of the Westminster Livestock Auction Building be amended to eliminate its relationship to the ENR Upgrade Project, since the two have no correlation. Vice-Chair Albers made a motion to approve the minutes from December 13, 2018, with requested edits. Councilmember Yingling seconded. The motion passed.

Chair Beaver opened New Business Item A – Proposed Site Development Plan for Westminster Tech Park Lot 5A. Mr. Gray provided the Commission with background information and a brief overview of the staff report. Staff recommended that the Commission consider approval of the proposed site plan, as presented.

Chair Beaver recognized Andy Stein, representing Development Design Consultants, who described the project and the proposed landscape modifications.

Commissioner Paige asked about the height of the proposed shrubs along the roadway.

Vice-Chair Albers asked if there were any traffic or pedestrian safety concerns with the proposed monument sign. Mr. Gray mentioned that placement will be determined via the sign permit application.

Vice-Chair Albers made a motion to recommend approval of the proposed Site Development Plan for Westminster Tech Park Lot 5A. Commissioner Paige seconded. The motion passed.

Chair Beaver opened New Business Item B – Carroll County Liaison Report. Ms. Moser provided status updates on the Carroll County Master Plan, Bike and Pedestrian Master Plan, and Comprehensive Rezoning effort. She noted websites for the City to share with its residents.

Mr. Gray briefed the Commission on the status of Board of Zoning Appeals Case #18-06.

Mr. Mackey requested a modification to the Agenda to add discussion of proposed site changes to the Burger King Restaurant. Mr. Gray supplied documentation showing modified elevations to the site plan and mentioned the slight change in building footprint at the front tower, which is intended to provide for structural stability per the applicant. The Commission recently approved the site plan, and the applicant had made minor adjustments. Staff provided the applicant's revised drawing to update the Commission.

Councilmember Yingling commented on his recent tour of the Wastewater Treatment Plant with potential engineers for the water reuse program. Commissioner Herb asked if the potential engineers had a successful record. Councilmember Yingling affirmed that the potential engineers did.

Chair Beaver recognized Ms. Kowalski who was present to listen to the Commission's proceedings as a member of the public. Ms. Kowalski also spoke on general concerns related to current events in Maryland.

Councilmember Yingling moved to adjourn. Vice-Chair Albers seconded. The Commission was adjourned at 7:43 PM.