

---

**CITY OF WESTMINSTER**  
56 West Main Street, Suite 1  
Westminster, Maryland 21157

---



---

TELEPHONE:  
Local (410) 848-9000  
Baltimore Line (410) 876-1313  
[www.westminstermd.gov](http://www.westminstermd.gov)

---

December 14, 2017

The Honorable Mayor and Common Council of Westminster  
56 West Main Street, Suite 1  
Westminster MD 21157

RE: Mid-Cycle Review of the *2009 Comprehensive Plan*

Dear Mayor Dominick, President Wack, and Common Council Members,

During the last six months, the Planning and Zoning Commission reviewed the City's *2009 Comprehensive Plan*, as part of the State-required Mid-Cycle Review. The Commission reviewed each chapter and every goal, objective and action. Additionally, the Commission reviewed the status of implementation of every comp plan-based program. The Commission concluded its review by discussing prioritization of the programs and plans set forth in the *2009 Comprehensive Plan* during the remaining time in the planning period. The Commission recommends the following priorities for City action during the second half of the 20-year planning cycle.

**Public Outreach and Neighborhood Planning**

- Hold neighborhood vision workshops and address neighborhood specific issues and opportunities, while preparing neighborhood area plans for each of the eight neighborhood planning areas.
- Expand effective communication between residents, neighborhood representatives, elected officials, and City staff regarding a wide range of community issues.
- Continue to use technology efficiently and effectively while communicating with the public.
- Provide for the creation of welcome packets for new City residents that include information on local businesses, community activities, and a wide variety of other helpful resources.

**Growth**

- Develop and sponsor master plans or studies for key properties within the City's *Growth Area*, in order to prepare for future development that meets the vision and needs of the City.
- Provide for an increased variety of different types of housing units in City neighborhoods (*i.e.*, mixed-use, apartments, townhouses, and single-family).
- Increase the amount of affordable housing options for college graduates, so once they graduate, they can easily assimilate into and become highly productive members of the Westminster community.
- Encourage the continued maintenance and enhancement of fire and emergency services to effectively accommodate the future growth of the City.

**Economic Development**

- Develop an *Economic Development Master Plan*, including information regarding the infrastructure, existing businesses, and trending industries already located within the City (*e.g.*, technology firms).
- Promote infill development and other redevelopment options, including temporary or seasonal uses on underutilized lots in downtown.
- Promote high-quality housing and business uses to support an active downtown business district.

### **Economic Activity**

- Develop a *Destination Westminster Strategy and Plan* to promote and enhance the local tourism industry and develop a brand that is uniquely Westminster.
- Partner with the local high schools and colleges to increase the attractiveness of Westminster.
- Encourage quality child care services for people who reside and work in the City.
- Encourage property owners to provide art in vacant store windows to enhance the feeling of a vibrant downtown, while also enhancing the attractiveness of their properties to potential tenants.
- Continue to partner with the local business community and residents to effectively design gateway corridors that are inviting and appealing to the general public.

### **Sustainability**

- Expand quality water resource planning and focus on protecting the City's limited water resources.
- Continue to maintain public parks in a manner that is safe and inviting to all members of the public.

### **Inter-jurisdictional Coordination**

- Collaborate with the State Highway Administration to ensure signal optimization for efficient traffic flow.
- Cooperate with Carroll County and non-profit organizations to provide shelter for the City's homeless and transitional services.

### **Transportation**

- Continue to leverage the Carroll County Regional Airport as an asset to the Westminster economy.
- Provide increased wayfinding signage for City-owned parking lots to show ease of access to businesses located downtown.
- Continue to provide an efficient transportation system.

It's also important to note that, on December 7, 2012, the City of Westminster adopted a Development Tier Map (attached) by administrative action. Per discussion with the Maryland Department of Planning, the City is required to incorporate these growth tiers into the *2009 Comprehensive Plan* as a formal plan amendment, following this comprehensive plan review process.

At the Commission meeting on December 14, 2017, the Commission approved the attached Growth Tier Map to be included in the *2009 Comprehensive Plan*, along with the attached text that explains the addition of the map via the general plan amendment. A formal amendment will be initiated in 2018.

Finally, the City staff will complete and submit the required forms to the Maryland Department of Planning at the close of the calendar year, in order to complete the Mid-Cycle Review process.

Thank you for your consideration.

Sincerely,



Margaret R. Bar, Chair  
Westminster Planning and Zoning Commission

Cc: Bill Mackey, AICP, Director of Community Planning and Development  
Andrew Gray, Comprehensive Planner

Attachment