



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

Thursday, October 20, 2022, at 7:00 p.m.

In-Person Meeting and broadcasted live on the City YouTube Channel

I. Call to Order

A meeting of the City of Westminster Planning and Zoning Commission was held at City Hall, 1838 Emerald Hill Lane in Westminster, Maryland 21157, and broadcast live on the City YouTube Channel, on October 20, 2022, at 7:00 p.m.

Vice-Chair Kevin Beaver, Alternate Commissioner Tiombe Page, and Councilmember Dan Hoff were present. City Director of Community Planning and Development Mark Depo, City Planner Andrea Gerhard, Economic Development Coordinator/Main Street Manager Melissa Thorn (via-zoon) were also present. Chair Ross Albers, Commissioner Tyler Codd, and Commissioner Lyndi McNulty were absent.

The following members of the public were present at the meeting: Price Wagoner, CCP.

Vice-Chair Beaver opened the meeting at 7:00 p.m.

II. Approval of Meeting Summary – June 9, 2022

Vice Chair Beaver requested a motion to approve the meeting summary of June 9, 2022. Councilmember Hoff moved to approve the meeting summary of June 9, 2022. Commissioner Page seconded the motion. The motion passed 2-0.

III. New Business

Item A: CFT Plaza Façade Revisions

Vice-Chair Beaver opened New Business Item A – CFT Plaza Façade Revisions. Mr. Depo provided the background information on the item. Mr. Depo noted that the applicant is requesting an amendment to the Site Development Plan Approval to amend the front façade from the multi-tenant commercial/retail building at 210 Malcolm Drive, Westminster, Maryland (SDAT# 07-135513). Mr. Depo responded to questions on the proposed requested revisions

Motion: Councilmember Hoff, seconded by Commissioner Page, moved to amend Site Development Plan (SS-22-16) that amends the front façade of the CFT Plaza multi-tenant commercial/retail building (210 Malcolm Drive, Westminster, Maryland) as provided by the applicant and outlined by the staff report on October 20, 2022. The motion passed 3-0.

Item B: Fall 2022 Amendment: Carroll County Water and Sewer Master Plan

Vice-Chair Beaver opened New Business Item B – Fall 2022 Amendment: Carroll County Water and Sewer Master Plan. Price Wagoner provided the background information on the

item. Mr. Wagoner noted that his request will amend the 2019 Carroll County Water and Sewer Master Plan. The request pertains to changes to the City of Westminster water chapter and the Projected Water Supply Demands and Projected Capacity table 15. Ms. Gerhard responded to questions posed by the Planning and Zoning Commissioners on the item.

Motion: Councilmember Hoff, seconded by Commissioner Page, moved that the City of Westminster Planning and Zoning Commission certify that the 2022 Fall Amendment to the 2019 Carroll County Water and Sewer Master Plan as it pertains to the City of Westminster is consistent with the 2009 City of Westminster, Maryland Comprehensive Plan. The motion passed 3-0.

Item C: Carroll County Liaison Report

Vice-Chair Beaver opened New Business Item C – Carroll County Liaison Report. Price Wagoner provided the background information on the item. Mr. Wagoner, Mr. Depo and Ms. Gerhard responded to questions on the projects and the timelines for the projects given by the commissioners.

IV. Old Business

There was no old business to discuss.

V. Information Item

Mr. Depo introduced Melissa Thorn the City of Westminster’s new Economic Development Coordinator to the commission.

VI. Planning Commission and Public Comments

There was no one wishing to address the commission or provide an comments.

VII. Adjournment

Vice Chair Beaver requested a motion to adjourn the meeting of October 20, 2022. Councilmember Hoff moved to adjourn the meeting of October 20, 2022. Commissioner Page seconded the motion. The motion passed 2-0.

Vice-Chair Beaver adjourned the meeting at 7:37 p.m.

Mr. Kevin Beaver, Vice-Chair
City of Westminster Planning and Zoning Commission

Official Recordings of the City of Westminster Planning and Zoning Commission are available for viewing in their entirety on the City’s YouTube channel.

Adopted by the City of Westminster Planning and Zoning Commission on

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