

**HAMPSTEAD PLANNING & ZONING COMMISSION**  
**MINUTES**  
**July 22, 2020**

The Hampstead Planning & Zoning Commission met on Wednesday, July 22, 2020. Commission Chair Sharon Callahan called the meeting to order at 7:00 p.m. The following Commission Members were present Diane Barrett, Kevin Malinowski, and Deborah Painter. Staff Members present were: Town Manager Tammi Ledley; Assistant Zoning Administrator Jim Roark; Mayor Chris Nevin and Hampstead Police Chief David Snyder. Price Wagoner, the Carroll County Department of Planning liaison to Hampstead was absent.

Guests present: Tracy Horstmann, Ashley Weinman, Jeff Harman, Holly Oertel, Steve Rogers, Leah Rogers, Brian Wagner, Carroll Leister, David DeVilliers, Sean Davis, Ed Gold, Karl Mauck, Pat Mauck.

**Minutes Approval**

Commission Member Deborah Painter made a **motion to approve the June 24, 2020 meeting minutes as presented**. Commission Member Diane Barrett seconded the motion. The motion passed with three votes for, no votes against and no abstentions. Commission Member Deborah Painter made a **motion to approve the June 24, 2020 public hearing minutes as presented**. Commission Member Kevin Malinowski seconded the motion. The motion passed with three votes for, no votes against and no abstentions.

**Business:**

Zoning Administrator, Tammi Ledley gave a report to the Commission on the Main Street Revitalization project. Mrs. Ledley advised that C.J. Miller has removed the old sidewalks through 1220 Main Street. They have been working on the curb and installing sidewalks through 1220 Main Street. They have almost completed the third section of the project, which is north of 482 through the end of the Main Street project. One thing they still need to complete is in front of 1414 and 1416 Main Street, they are still working on the retaining walls at those addresses. They will then pour the sidewalk in that area. The crews are working on replacing the traffic signal at Gill Avenue. The last photocell equipment box for the light posts has been installed. C.J. Miller is waiting on BGE to design how to drop the power to that box. The project is moving right along.

Mrs. Callahan initiated the discussion on the **Discussion and Approval of Concept Plan - Dollar General - 834 S. Main Street**. Zoning Administrator, Tammi Ledley added that the Concept Plan for Dollar General is in our Water and Sewer Master Plan and it is consistent with the 2010 Hampstead Community Comprehensive Plan. The development is allowed within the general business zoning district and the developer has complied with the design recommendations of the Main Street Revitalization area as described in our Town Code. This development will not create inadequacies in our police, fire, or solid waste removal services. The comments received from state and county agencies asked for suggested updates and corrections on the concept plan. The county recommends a Class B screen which would be a three-foot screen of shrubbery between South Main Street and the proposed parking lot. Mrs. Ledley asked for clarification on the landscaping proposed in the concept plan. Jeff Harmon is requesting that a Class B screen not be required since the plan is to have the front area be a storm water retainment area. Mrs. Ledley stated that, in this case,

landscape review comments are just suggestions. The developers plan to present the type of plantings planned for that area after the approval of the storm water plan.

Mrs. Painter made a **motion for the Approval of Concept Plan - Dollar General - 834 S. Main.** Ms. Barrett seconded the motion. The motion passed with three votes for, no votes against and no abstentions.

Mrs. Callahan initiated the discussion on the **Approval of Fence - 1300 N. Main Street - Outlaw BBQ Smokehouse.** Steve Rogers, from L&S Enterprises and owner of Outlaw BBQ Smokehouse, presented their design of a proposed fence around their dine-in patio.

Mrs. Barrett made a **motion for the Approval of Fence - 1300 N. Main Street - Outlaw BBQ Smokehouse.** Mr. Malinowski seconded the motion. The motion passed with three votes for, no votes against and no abstentions.

Mrs. Callahan initiated the discussion on the **Approval of New Paint Color - 1301 N. Main Street.** Steve Rogers, L & S Enterprises, presented their proposed paint colors for 1301 N. Main Street.

Mr. Malinowski made a **motion for the Approval of New Paint Color - 1301 N. Main Street.** Mrs. Painter seconded the motion. The motion passed with three votes for, no votes against and no abstentions.

Mrs. Callahan initiated the discussion on the **Introduction of Concept Plan - Ridge Engineering Expansion - 3987 Hampstead Mexico Rd.** Brian Wagner, CLSI representing Ridge Engineering, shared that the proposed expansion to Ridge Engineering is an 85,000 sq. ft. industrial building on the adjoining parcel to their current location.

Mrs. Callahan initiated the discussion on the **Introduction of Preliminary Plan - Hampstead Overlook.** Sean Davis, Morris Ritchie Associates representing F.R.P. Development, advises that the preliminary plan is the same plan as the concept plan that had previously been presented and approved. No significant changes have been made.

Mrs. Callahan initiated the discussion on the **2020 Hampstead Community Comprehensive Plan Discussion – Chapter Two.** Ms. Ledley advised that Chapter Two has been updated to meet the goals as they have changed for 2020. It has been submitted for review to the Commission.

Price Wagoner, the Carroll County Department of Planning liaison to Hampstead, was absent. Mrs. Tammi Ledley shared the update in his absence. The Board of County Commissioners completed their review of the Industrial and Employment Campus Districts 2019. The new text for the zoning categories went into effect in December of 2019. Projects already being processed may continue under the old code. Applications were accepted through February 7th to rezone properties to the new zoning categories. Staff has completed assessing the applications and will present to the County Planning Commission beginning July 21st. Presentations will also occur on August 5th and 18th. All Carroll County towns will be kept informed of the properties in their immediate vicinities. Planning Commission staff also continues to work on updates to the residential and agricultural zoning districts. The primary source of information is their website, [www.CarrollRezoning.org](http://www.CarrollRezoning.org). The Spring amendment to the 2019 Water and Sewer Master Plan will go for review to the Planning Commission on July 21st. The Public Hearing is August 13th and will be posted on the County website and in the Carroll County Times. The Board of County Commissioners will discuss the amendment and could

adopt on August 27th. Upon adoption, the amendment will be sent to the Maryland Department of Environment for their final approval.

**Other Business:**

None.

**Public Comment:**

None.

Commission Member Diane Barrett made **a motion to adjourn**. Commission Member Deborah Painter seconded the motion. The motion passed with three votes for, no votes against and no abstentions.

ATTEST \_\_\_\_\_ CHAIR \_\_\_\_\_