

HAMPSTEAD PLANNING & ZONING COMMISSION
MINUTES
December 17, 2025

The Hampstead Planning & Zoning Commission met on December 17, 2025.

Commission Chair Sharon Callahan called the meeting to order at 7:00 p.m. The following Commission Members were present: Sharon Callahan, Lou Konior, Barb Yeager, Deborah Painter, and Charlie Obermayer. Staff Members present were: Town Manager/Zoning Administrator Jim Roark and Assistant Zoning Administrator Christina Swisher.

Guests present: Dr. Kevin Resh, Kelly Rumbaugh, Tony Ogden, and Mayor Christopher Nevin.

Minutes Approval

Mr. Konior made a **motion to approve the November 19, 2025 Regular Commission Meeting minutes**. Mrs. Yeager seconded the motion. The motion passed with five votes for, no votes against, and no abstentions.

Business:

Mr. Roark began the Zoning Administrator Update by discussing the Water System Modernization and Centralization Project. He stated that bid packages for the two Water Treatment Plant Construction contracts and Water Treatment Plant Construction Inspection Services contract were submitted the prior week to Maryland Department of the Environment (MDE) for their approval. Once approved, the Town will execute the contract to Conewago for construction and RK&K Engineering for inspection services. Mr. Roark stated that the Town plans to issue the notice-to-proceed to both companies on February 2, 2026, and hopes to break ground on the water treatment plants in April. He also reported that installation of the new raw water mains is progressing, with Mid-Atlantic Utilities currently working on Dakota Road and scheduled to move to Shiloh Road and Panther Drive next. He explained that they are hoping to complete the project in May 2026. Mr. Roark stated that construction of the Water Treatment Plants was a two-year project, and he hopes it will be completed by May or June of 2028.

Mr. Roark continued by providing updates on other projects in Town. He stated that Tractor Supply Company (TSC) continues to move through the review process and will return for a Public Hearing and Final approval once they complete the County review process, possibly in January or February. He reported that Weis Gas N' Go continues to go through Concept review and will possibly be ready for Concept approval in January. He also stated that the new Melanie Acres subdivision had been renamed and will now be known as Hampstead Crossing. He explained that he was referring to the six house subdivision off of Dana Avenue and that two houses were complete and had been sold and the others continue construction, with probable completion in May or June of 2026.

The first item on the agenda was the **Approval of a Sign Application for Rumbaugh Home Group at 1222 N. Main Street**. Mrs. Kelly Rumbaugh, of Rumbaugh Home Group, came forward. Mrs. Rumbaugh explained that the request was for two decals on the front window, as well as a sign above the front entry door. A rendering of both designs was provided. Mr. Roark stated that all the signage meets the requirements of the Town Code, including the window coverage being well below the 33% limit. He further explained that the "Homes and Farms" sign above the door was a non-illuminated sign. Mrs. Yeager questioned if the signage was black and white. Mrs. Rumbaugh replied that the logo was black, white, and a bluish-teal color. Mrs. Rumbaugh further explained that they were an existing real estate office with six agents.

Mr. Obermayer made a **motion to approve the Sign Application for Rumbaugh Home Group at 1222 N. Main Street**. Mrs. Painter seconded the motion. The motion passed with five votes for, no votes against, and no abstentions.

Next on the agenda was the **Approval of a Zoning Certificate for Exterior Renovations at 1006 South Main Street**. Mr. Tony Ogden, of Taco Properties, discussed the proposed renovations with the Commission. Mr. Ogden explained that he was requesting to remove the tan vinyl siding from the exterior of the property and replace it with a blue Hardyboard siding, as well as replacing the existing gutters and downspouts. Mr. Ogden shared a sample of the siding, as well as renderings, with the Commission.

Mrs. Yeager made a **motion to approve the Zoning Certificate for Exterior Renovations at 1006 South Main Street**. Mr. Konior seconded the motion. The motion passed with five votes for, no votes against, and no abstentions.

The last item on the agenda was the **Approval of a Zoning Certificate for an Addition at 1306 North Main Street**. Dr. Kevin Resh, of Resh Family Dentistry, addressed the Commission regarding the proposed addition. Mr. Roark explained that a variance for the nine-foot addition to the existing building was previously approved by the Board of Zoning Appeals under Decision A-220 in October 2017, and it never expires. Mr. Roark further clarified that the Commission's approval was limited to the exterior design of the proposed addition. Mr. Roark asked Dr. Resh for confirmation that the signage would remain the same and he confirmed that it would. Assistant Zoning Administrator, Christina Swisher, explained that there was currently sixteen feet from the front of the building to the sign, and after the addition, there would still be seven feet remaining. Mrs. Yeager questioned if the addition would bring the building into alignment with the property next door. Mr. Roark confirmed that it would be close to the same front building line. Mrs. Yeager also questioned the choice of black window casing for the design. Dr. Resh stated that he was flexible, but the design showed black window casings. Mrs. Yeager clarified that she was not opposed to the black casings.

Mrs. Painter made a **motion to approve the Zoning Certificate for an Addition at 1306 North Main Street**. Mrs. Yeager seconded the motion. The motion passed with five votes for, no votes against, and no abstentions.

Carroll County Department of Planning Update:

Mr. Roark stated that a document had been provided to the Commission to serve as the County's update. Mr. Konior questioned the difference between the County's Planning Department and the Town's Planning. Mr. Roark stated that he would provide a document explaining the relationship to the Commission. He further explained that the County assists with plan review, updates to the Water and Sewer Master Plan, assembling an Annual Report for the Maryland Department of Planning, and additional support as needed.

Ms. Callahan discussed the deferrals in the Freedom District that were in the County Report. Mr. Roark explained that it only affects plans in the Freedom area that are for retirement communities, subdivisions, planned commercial centers, and self-storage centers. He clarified that there is a moratorium on approvals until the code is reviewed and possibly revised.

Other Business:

None.

Public Comment:

Mrs. Yeager commented that she was grateful for the Public Works crew for clearing the street during the recent storm. Ms. Callahan added her agreement. Mr. Konior told a story about an experience with Public Works when he received assistance from Public Works during a snowstorm.

Mr. Konior made a **motion to adjourn**. Mr. Obermayer seconded the motion. The motion passed with five votes for, no votes against and no abstentions.