

**HAMPSTEAD PLANNING & ZONING COMMISSION**  
**MINUTES**  
**February 26, 2025**

The Hampstead Planning & Zoning Commission met on February 26, 2025 at 7:00pm.

Commission Chair Sharon Callahan called the hearing 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: Assistant Zoning Administrator Elizabeth Dietrich. Andrew Gray, the Carroll County Department of Planning liaison to Hampstead, was also present.

Guests present: Marlene Duff, Jason Lytle.

**Minutes Approval**

Mr. Obermayer made a **motion to approve January 22, 2025 Regular Commission Meeting minutes**. Mrs. Yeager seconded the motion. The motion passed with five votes for, no votes against, and no abstentions.

**Business:**

Mrs. Dietrich began the Zoning Administrator update by saying that Jim Roark is currently recovering well from knee surgery. She then gave an update on the current projects in Town. Antietam Broadband is still pulling their fiber lines in Hampstead. They are installing aerial fiber on Main Street and side streets and working on the final CSX crossings. Some residents in the Town have signed up for Flight Fiber service and should be receiving service shortly, if they have not already. As far as current development projects site plans, WashX is currently pending an updated traffic study. Town Staff spoke with the developer and they indicated that they were coming up to the end of their due diligence period so they were working with the landlord on some issues pertaining to the lease/project timeline. Tractor Supply and Weis Gas N' Go are both going through the review process with Carroll County and pending stormwater management review approval. Mrs. Dietrich continued with an update on the Water System Modernization and Centralization Project. Town Staff is currently reviewing bid packages for the pipeline construction work. After Staff does due diligence research and checks references, they'll decide on the best candidate and make a recommendation to the Mayor and Town Council to award the bid. Then Town Staff and the project engineers will put together a bid package to go to MDE. Following that, it will have to go to the Board of Public Works for approval. The concept plan for the water treatment plants is pending formal stormwater management review approval, which we expect by the end of the week if not next week. Verbal approval has been received from the County reviewer, which is why the plan is ready to come to the Commission for Concept Plan approval this evening. Mrs. Dietrich continued by saying that the plan is ready to move to the Final Site Plan stage. As an additional update, bulk trash pickup will be held March 15<sup>th</sup>. Thus concluded the Zoning Administrator Update.

The first item on the agenda was **Approval of Town of Hampstead PFAS Treatment/ Centralization Project Concept Site Plans**. Mrs. Dietrich reiterated that stormwater management approval is about to be received, verbal approval has been received. Mr. Jason Lytle, from GMB, an engineering firm working on the concept plan, took the podium to answer any questions from the Commission. Mrs. Painter asked if anything had changed to the plans. Mr. Lytle said just some technical details, such as some of the stormwater management basin designs. The plan is for all four treatment plants: North Carroll Farms, Dairy, Shiloh, and Hampstead Valley. Mr. Obermayer asked how many more times the plans would be before the Commission, and Mrs. Dietrich stated three more times (for the Final Plan).

Mrs. Painter made a motion for **Approval of Town of Hampstead PFAS Treatment/ Centralization Project Concept Site Plans**. Mr. Obermayer seconded the motion. The motion passed with five votes for, no votes against and no abstentions.

Next on the agenda was **Certification of the Hampstead Information for the 2024 Carroll County Department of Planning Annual Report**. Mrs. Dietrich explained that the report is something the Town provides to the County each year providing them with information on what the Town Planning and Zoning Commission has done over the past year. The Commission needs to vote to certify that the information is completed and then Staff will provide to Carroll County for them to include in their annual submission to Maryland Department of Planning. The Commission had no comments or questions regarding the information on the report.

Mrs. Yeager made a motion to approve the **Certification of the Hampstead Information for the 2024 Carroll County Department of Planning Annual Report**. Mr. Konior seconded the motion. The motion passed with five votes for, no votes against and no abstentions.

**Carroll County Department of Planning Update:**

Andrew Gray gave his Carroll County Department of Planning Update by stating that the Fall Amendment to the 2023 Carroll County Water and Sewer Master Plan has been approved by the Carroll County Board of Commissioners and will soon be sent MDE for final review and approval. The Fall Amendment to the Carroll County Water and Sewer Plan has closed, and the Amendment will have some properties from the Town of Hampstead PFAS Water Treatment Plant project. Staff reports are in progress, then that will come to the Commission for certification, then to the Board of County Commissioners and MDE. Mr. Gray continued with an update on the Carroll County Housing Study; The Executive Summary is available online. Regarding the Carroll County Master Plan: There will be workgroups created. The County Planning Commission has been discussing different aspects of the Master Plan. Open houses have been going on concerning the Master Plan Update, and the County is working on obtaining citizen feedback. Regarding the Carroll County Annual Report, Hampstead and Manchester are on top of getting their information back to him, so Mr. Gray thanked the Town for that.

**Other Business:**

None.

**Public Comment:**

None.

Mrs. Yeager made **a motion to adjourn**. Mrs. Painter seconded the motion. The motion passed with five votes for, no votes against and no abstentions.

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