

HAMPSTEAD PLANNING & ZONING COMMISSION
MINUTES
July 24, 2024

The Hampstead Planning & Zoning Commission met on July 24, 2024, at 7:10 p.m.

Commission Chair Sharon Callahan called the hearing to order at 7:10 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, Assistant Zoning Administrator Elizabeth Dietrich, and Hampstead Chief of Police David Snyder. Andrew Gray, the Carroll County Department of Planning liaison to Hampstead, was also present.

Guests present: Tracey Horstmann, Jon Breakey, Laura Cheeseman, Wendy Fulton, Michelle Carlson, Marlene Duff, Gerard Zeller, and Jim Piet.

Minutes Approval

Mr. Konior **a motion to approve the June 18, 2024 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. The pipeline phase of the project is well underway. He said the Town will be requesting bids for pipeline contractors and inspectors in August and September. The site plan for the water treatment plants has been delayed slightly for the pipeline plans to be designed. He said he expects the site plans to be ready by September for introduction for this Commission. Antietam Broadband is working on finishing up their fiber line installation in the Robert's Field area. Once that is completed Main Street and side streets off of Main Street will be the only sector left. Most of that will be aerial work. Once that is complete, they will complete some punch list items including going back to quality check the installation area to make sure that the restoration process is complete, and grass is growing back on properties impacted. Antietam has said they hope to offer services to residents sometime this fall. The WashX car wash resubmitted their plans to Carroll County for review. They need approval from several agencies including stormwater management before they can seek the Town's approval of the concept plan, and they are still working on the traffic study. Mr. Konior asked if Antietam will be doing the inspections themselves. Mr. Roark confirmed this is the case, and they have also been very responsive to issues throughout the project. They should be coming back to inspect restoration areas. Mr. Roark said they were not reseeded this time of year because of the weather/drought.

The first item on the agenda was **Discussion of Concept Site Plan for Tractor Supply Company – Hanover – Pike Map 0500/Parcel 3193.** Mr. Roark presented the Adequate Facilities Study for the Tractor Supply Concept Site Plan. The proposed use as a retail store use is permitted in the General Business zoning district. The plan complies with the Town, state, and county codes. There will be no impact on local schools, police protection, recreational services, or emergency services. Water use is estimated at 225 gallons per day, approximately equivalent to a single-family home. The site will require a connection to public sewer; details are being discussed between the Town, the applicant, and the County. No deed restrictions or covenants will be violated. Mr. Roark thus completed the Adequate Facilities Study.

Mr. Roark referenced the County review letters provided to the Commission. He said that the County Engineering review by Andrea Barko's letter indicated that a traffic study will not be required. Mr. Roark said the studies are focused on intersections, and the study would not be needed because they are only estimating peak trips to be 60 trips in and out. Mrs. Yeager raised concern about speed limit adjustments on Hanover Pike for safety due to increased traffic and the Commission members discussed. Mr. Roark said that the Town Staff would need to suggest to the Town Council for consideration.

The next item on the agenda was **Discussion of Concept Site Plan for Weis Gas N. Go – 721 Hanover Pike.** Bill Swanick (HRG) and Alex Ororbia (Weis Markets) were present on behalf of the application. Mr. Swanick gave an overview of site plans including layout, traffic circulation, stormwater management, and utility connections. The gas station will operate during the same hours as the Weis Markets store. Space for future electric vehicle charging stations is under consideration. A landscaping plan will be included in the plan. The Commission discussed the plan and asked Mr. Swanick questions concerning aesthetics and signage. Mr. Roark clarified that signage could be approved as part of the site plan process. The Commission confirmed that the existing site location is a vacant area in the Robert’s Field shopping center near the Farmers & Merchants Bank. The applicant will be tying into existing water and sewer usage on the shopping center property.

The next item on the agenda was the **Introduction of Chapter 4 of the Community Comprehensive Plan, Demographics and Projections.** The chapter includes updated demographics and projections with 2020 Census data and analysis of population growth and aging trends in Hampstead. There are some additional tables and charts provided for review. Members of the Commission were encouraged to review and provide feedback for the next meeting.

Carroll County Department of Planning Update:

Andrew Gray began his update by informing the Commission that the spring 2024 Amendment to the Carroll County Water and Sewer Master Plan has been approved. The fall 2024 Amendment cycle applications are due to the County on August 1st. The County’s consultant for the Carroll County Housing Study, Mosaic, is working on the study, and any questions regarding the study can be sent to Mr. Gray who will send to Tiffany Fossett, Comprehensive Planner, Carroll County. Mr. Gray gave an update on the prohibition of the storage of food processing residuals in the County.

Other Business:

None.

Public Comment:

None.

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

ATTEST _____ CHAIR _____