

**HAMPSTEAD PLANNING & ZONING COMMISSION**  
**MINUTES**  
**June 24, 2020**

The Hampstead Planning & Zoning Commission met on Wednesday, June 24, 2020. Commission Chair Sharon Callahan called the meeting to order at 8:06 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, Judy Reed, Melissa Brooks, Jeff Harman, Holly Oertel, Ginger Collins, Rich Sarbu, Barb Yeager and Charles Bevard.

**Minutes Approval**

Commission Member Deborah Painter made a **motion to approve the May 27, 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.

**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 south of Sullivan Alley. They have been working on the curb, gutters and the driveway aprons south of Sullivan Alley. Most of the sidewalks north of 482 have been poured. The Hampstead Post Office and the Town are working together for the cluster boxes since most of that area has been completed. The pads have been poured for the cluster boxes. The boxes now must be ordered and installed.

As the C.J. Miller crews were moving north at the corner of 482 and Route 30, they discovered an abandoned fuel tank. They contacted the Maryland Department of Environment and they advised that it could take up to 30 days to schedule the inspection before they can move forward with the removal of the fuel tank. C.J. Miller will be bypassing that area and continuing forward while they wait to be able to remove the tank. The retaining walls at 1420 and 1424 Main Street have been completed. The landscaping north of 482 is scheduled to be planted next week. Once the landscaping is complete in the area north of 482, section three will be considered as completed. BGE dropped the power to the third photocell located on Gill Avenue equipment box lighting the remaining light posts in that area.

Mrs. Callahan initiated the discussion on the **Concept Plan – Dollar General – 834 S. Main Street**. Zoning Administrator Tammi Ledley presented the Adequate Facilities Study based on Section 120-7 A and B of the Hampstead Town code. Ms. Ledley noted that the project Concept Plan- Dollar General meets the zoning requirements as defined in Chapter 135 of the town code further, the proposed use is consistent with the surrounding area. The Concept Plan complies with all the applicable provisions of the code of the Town of Hampstead and all other applicable state and county codes and provisions. For the consideration of the Commission, please refer to the review comments made by the state and local agencies. Those comments included minor adjustments that need to be made to the concept plan and the state has advised that they might be close to a historical site. The site they referred to 843 S. Main Street and was demolished in 1994 and is no longer there. Since the

proposed plan is for a business, the local schools will not be impacted by this project. The proposed use will not cause an inadequacy in police protection, recreation and parks, water facilities and roads. The proposed use will not cause an inadequacy in fire protection or emergency services. The project conforms to the Town of Hampstead and Environmental Comprehensive Plan and the Carroll County Water and Sewer Master Plan. To the best of our knowledge, the proposed use does not violate the provisions of any enforceable deed restrictions attached to the property. This is the information submitted to the Commission for their consideration during the deliberation for the Approval of the Concept Site Plan. Ms. Ashley Weinman thanked the Commission for their consideration and let all know that they are happy to hopefully be part of the community and benefit the community. Ms. Weinman additionally shared the philanthropic efforts, the Dollar General Literacy Foundation. Dollar General donates to public schools, libraries, colleges in the name of assisting with adult literacy, child literacy and learning English as a language. They have donated 182 million dollars in grants to those institutions.

Mrs. Callahan initiated the discussion on the **2020 Hampstead Community Comprehensive Plan Discussion – Chapter Two**. Ms. Ledley advised that Chapter Two has been completed and has been submitted to the Commission for their review.

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 tax 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 7<sup>th</sup> to rezone properties to the new zoning categories. Staff has completed assessing the applications and will present to the County Planning Commission beginning July 21<sup>st</sup>. Presentations will also occur on August 5<sup>th</sup> and 18<sup>th</sup>. 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 23<sup>rd</sup>. The Public Hearing is August 13<sup>th</sup> 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 27<sup>th</sup>.

**Other Business:**

None.

**Public Comment:**

None.

Commission Member Kevin Malinowski 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 \_\_\_\_\_