

Janice R. Kirkner, Chair
Michael Kane, Vice Chair
Peter Lester
Matthew Hoff
Steven Smith
Ralph Robertson
Richard J. Soisson, Alternate
Tom Gordon, III, Ex-officio
Christopher Heyn, P.E., Secretary



Planning & Zoning Commission
Carroll County Government
225 North Center Street
Westminster, Maryland 21157

410-386-5145
MD Relay service 7-1-1/800-735-2258
plancomm@carrollcountymd.gov

MEETING AGENDA
Planning & Zoning Commission of Carroll County, MD
December 19, 2023
9:00 AM
Reagan Room (003)

PLEASE NOTE: THIS AGENDA IS SUBJECT TO CHANGE.

TO HAVE AN ORDERLY MEETING PLEASE ADHERE TO THE FOLLOWING RULES:

- ***SPEAKERS MUST SIGN IN to make public comment.***
- ***Speakers must talk into microphone to facilitate audio and video recording.***
- ***Comments will be strictly limited to 3 minutes per speaker.***
- ***Citizen testimony is NOT a question-and-answer session.***
- ***Questions may be directed to staff after the meeting.***
- ***If any individual fails to comply with these rules, the Planning and Zoning Commission Chair may call the person out of order and may require him/her to leave the meeting.***

- 1. Call to Order/Welcome**
- 2. Establishment of Quorum**
- 3. Pledge of Allegiance**
- 4. Review and Approval of Agenda**
- 5. Review and Approval of Minutes (November 29, 2023)**
- 6. Commission Member Reports**
 - A. Commission Chair
 - B. Ex-Officio Member
 - C. Other Commission Members
- 7. Administrative Report (Christopher Heyn)**
 - A. Administrative Matters
 - B. Extensions
 - C. BZA Cases
 - D. Other

8. Concept Site Plan

S-21-0004 – Sheetz Westminster – Owner: Patamy, LLC, 205 Bell Road, Westminster, MD 21158; Developer: Sheetz, Inc., 351 Sheetz Way, Claysburg, PA 16625; located on the northwest corner of Sullivan Road and MD Route 140; Tax Map 39 Grid 13 Parcel 249, 752, 762; C.D. 3 – REVIEW OF CONCEPT SITE PLAN, NO ACTION REQUIRED (Laura Matyas) Contact 410.386.2135 or lmatyas@carrollcountymd.gov - 30 minutes

Public Comment for Item #8

9. Concurrency Management Report, FY23 (Laura Matyas) Contact 410.386.2135 or lmatyas@carrollcountymd.gov -

Public Comment for Item #9

10. General Public Comment

11. Adjournment

Next Meeting: Tuesday January 16, 2024 at 9:00 AM - Reagan Room

ACCESSIBILITY NOTICE:

The Americans with Disabilities Act applies to the Carroll County Government and its programs, services, activities, and facilities. Anyone requiring an auxiliary aid or service for effective communication or who has a complaint should contact The Department of Citizen Services, 410.386.3600 or 1.888.302.8978 or MD Relay 7-1-1/1.800.735.2258 as soon as possible but no later than 72 hours before the scheduled event.