

**OFFICIAL MINUTES**  
**Carroll County Planning and Zoning Commission**

**August 3, 2016**

Location: Carroll County Office Building

Members Present: Richard J. Soisson, Vice Chair  
Eugene A. Canale  
Cynthia L. Cheatwood  
Daniel Hoff, Alternate  
C. Richard Weaver, Ex-Officio

Members Absent: Matthew S. Helminiak, Chair  
Jeffrey A. Wothers

Present with the Commission were the following persons: Philip R. Hager and intern Darby Metcalf, Department of Planning; Lynda Eisenberg, Scott Graf, and Andrea Gerhard, Bureau of Comprehensive Planning; Clay Black, Laura Matyas, Price Wagoner, John Breeding, Bureau of Development Review; Gail Kessler, County Attorney's Office; Ted Zaleski, Management and Budget; James Marks and William Caine, Board of Education.

**CALL TO ORDER/WELCOME**

Vice Chair Soisson called the meeting to order at approximately 6:00 P.M.

**ESTABLISHMENT OF QUORUM**

Secretary Hager took the attendance of the Commission, noting that six members were present, and there was a quorum.

**PLEDGE OF ALLEGIANCE**

**OPENING REMARKS**

Secretary Hager reminded everyone to silence their devices. He indicated there were no changes to the Agenda.

**REVIEW AND APPROVAL OF AGENDA**

The Commission, on motion of Mr. Yeo, seconded by Mr. Canale, and carried, approved the agenda as distributed.

**PUBLIC COMMENTS**

Wendy Berger, Eldersburg citizen, asked for an explanation for how and why the proposed land use changes are initiated.

Mr. Soisson said this would be addressed in Agenda Item #13.

**ADMINISTRATIVE REPORT**

**A. Administrative Matters**

Secretary Hager updated the Board Members on the progress of filling the Administrative position within the department.

Mr. Hager formally introduced Clare Williams as the new Planning Technician.

(Mr. Wothers joined the meeting)

**B. BZA Cases**

Secretary Hager presented the BZA report stating that Cases 5953, 5954, 5956, 5957, 5958 and 5962 were all approved.

**C. Other**

There was no further business.

There being no further business, the Commission, on motion of Mr. Wothers seconded by Ms. Cheatwood, and carried, adjourned at approximately 8:05 PM.

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Secretary

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Approved