

MEETING SUMMARY
Carroll County Planning and Zoning Commission
March 6, 2019

Location: Carroll County Office Building

Members Present: Richard J. Soisson, Chair
Cynthia L. Cheatwood, Vice Chair
Alec Yeo (6:12 p.m.)
Daniel E. Hoff
Janice Kirkner, Alternate
Edward C. Rothstein, Ex-officio

Members Absent: Jeffrey A. Wothers
Eugene A. Canale

Present with the Commission were the following persons: Lynda Eisenberg, Mary Lane, Clare Stewart and Laura Bavetta, Department of Planning; and Gail Kessler, County Attorney's Office.

CALL TO ORDER/WELCOME

Chair Soisson called the meeting to order at approximately 6:09 p.m.

ESTABLISHMENT OF QUORUM

Laura Bavetta took attendance and noted that five members of the Board were present and a quorum was in attendance. Mr. Yeo arrived (6:12 p.m.) and six members were present.

PLEDGE OF ALLEGIANCE

REVIEW AND APPROVAL OF AGENDA

The Agenda was approved on motion of Mr. Hoff, seconded by Ms. Kirkner, and carried.

REVIEW AND APPROVAL OF MINUTES

The Minutes from the February 19, 2019 meeting were approved on motion of Mr. Hoff, seconded by Ms. Cheatwood, and carried.

ADMINISTRATIVE REPORT

A. Administrative Matters

Secretary Eisenberg announced staff changes in the Department of Planning, including a vacancy for a GIS Technician, the promotion of Mary Lane as Planning Manager and Kathy Joy as the new receptionist.

Secretary Eisenberg stated the Comprehensive Rezoning letters will be mailed out for the Commercial/Industrial District in preparation for the Public Outreach meetings being held at the end of March.

Secretary Eisenberg asked to move the April business meeting to April 9th due to the APA conference. The Commission agreed.

B. Other

There were no other reports.

PUBLIC COMMENT

There were no public comments.

WESTMINSTER ANNEXATION NO. 70 – LIVESTOCK AUCTION PROPERTY – BRIEFING

Clare Stewart reviewed the staff report for the Annexation.

On motion of Mr. Hoff, seconded by Ms. Kirkner and carried, the Commission voted to forward the annexation request with the one condition outlined in the staff report to the Board of County Commissioners with a positive recommendation.

PROPOSED 2014 COUNTY MASTER PLAN UPDATE

Secretary Eisenberg reviewed eleven items to be addressed and amended in the Master Plan. Secretary Eisenberg described the process moving forward including an outline, staff recommendations and a discussion regarding the insertion of solar text.

After much discussion, the Commission decided to amend the Plan. On motion of Mr. Yeo, seconded by Ms. Kirkner and carried, the Commission voted to make amendments to the Master Plan.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

There being no further business, the Commission, on motion of Mr. Yeo, seconded by Mr. Hoff and carried, adjourned at approximately 7:30 p.m.

Secretary

Approved