

Board of County Commissioners

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Planning & Zoning Commission

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Daphne Daly, AICP, Secretary

REVISED MEETING AGENDA

Planning & Zoning Commission of Carroll County, MD

October 21, 2025

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 state their name, address, and 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 (August 19, 2025, September 3, 2025, and September 16, 2025)**
- 6. Commission Member Reports**
 - A. Commission Chair
 - B. Ex-Officio Member
 - C. Other Commission Members
- 7. Administrative Report (Daphne Daly)**
 - A. Administrative Matters
 - B. Extensions
 - C. BZA Cases
 - D. Other

8. **Master Plan: Municipal Planning Presentation (New Windsor)** – Staff from New Windsor will share information on municipal plans and opportunities for Town / County collaboration. (Daphne Daly) Contact at 410-386-5145 or ddaly@carrollcountymd.gov (45 minutes)

Public Comment #8

9. **Westminster Annexation 89 – Knit Centre** – (Javier Toro) Contact at (Jtoro@carrollcountymd.gov) or 410-386-2246 (15 minutes)

Public Comment #9

10. **Concept Review – William Winchester Elementary School Pre-K Addition – S-24-0031** – Description: Addition to the existing Elementary School for Pre-K classrooms; Owner/Developer: Board of Education of Carroll County 125 N. Court St., Westminster, MD 21157 Location: 70 Monroe St. Westminster, MD 21157; Tax Map 39 Grid 19 Parcel 000; C.D. 3 – CONCEPT PLAN REVIEW, NO ACTION REQUIRED. (Amy Barcroft) Contact at abarcroft@carrollcountymd.gov or 410-386-2335 (20 minutes)

Public Comment Item #10

11. **Text Amendment: Use-off-the-premises Signs (Discussion)** - Discussion on possible changes to County Code. (Christopher Heyn) Contact at cheyn@carrollcountymd.gov or 410-386-2949 (30 minutes)

Public Comment Item #11

12. **Water Resource Element (Discussion)** – Staff will present information on the planning requirements, mandated by Maryland House Bill 1141. Contact: Brenda Dinne at 410-386-2140 or bdinne@carrollcountymd.gov (30 minutes)

Public Comment Item #12

13. **General Public Comments**

14. **Adjournment**

Next Evening Meeting: Wednesday, November 5, 2025, at 6:00 PM - Reagan Room

Next Day Meeting: Tuesday, November 18, 2025, 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.