

## Board of County Commissioners

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## Planning & Zoning Commission

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Steven Smith  
Ralph Robertson  
Richard Soisson, Alternate  
Thomas S. Gordon III, Ex-officio  
Daphne Daly, AICP, Secretary

### MEETING AGENDA

Planning & Zoning Commission of Carroll County, MD

August 19, 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 6, 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. **Town of Hampstead Annexation #46 - (Narain Property) (Informational Only)** – Staff will present information on the proposed Annexation of land by Town of Hampstead. Contact Javier Toro at 410-386-2246 or [jtoro@carrollcountymd.gov](mailto:jtoro@carrollcountymd.gov) – (20 minutes)

**Public Comment #8**

9. **Concept Site Plan S-24-0018 – Carroll Highlands Self Storage** - Description: Internal self-storage facility; Owner: Toth Investments, LLC, 3201 Rogers Avenue, Suite 302D, Ellicott City, MD 20143; Developer: SCOCO Investments, 622 Bayshore Drive, Osprey, Florida 34229; Located south of Liberty Road (MD26), east of Carroll Highlands Road; Tax Map 74 Grid 14 Parcel 56, 197, 595, 596; C.D. 5. CONCEPT PLAN REVIEW, NO ACTION REQUIRED. Contact: David Becraft at [dbecraft@carrollcountymd.gov](mailto:dbecraft@carrollcountymd.gov) or 410-386-2134 (25 minutes)

**Public Comment #9**

10. **Final Subdivision Plan - FX-22-0003 – Byron Hills** – Description: Subdivision to create 3 new residential lots; Owner/Developer: Burkard Homes LLC, 612 Third Street, Suite 4C, Annapolis, MD 21403; Located east side of Oklahoma Road, south of Bennett Road; Tax Map 74 Grid 2 Parcel 355; C.D.05 - REQUEST FOR APPROVAL OF FINAL PLAN IN ACCORDANCE WITH CHAPTER 155. REQUEST FOR DENIAL OF FINAL PLAN IN ACCORDANCE WITH CHAPTER 156. Contact: David Becraft at [dbecraft@carrollcountymd.gov](mailto:dbecraft@carrollcountymd.gov) or 410-386-2134 (20 minutes).

**Public Comment #10**

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

**Public Comment Item #11**

12. **Adequate Public Facilities Ordinance (Discussion)** – Staff will present legislative method to tie public infrastructure growth for the region. Contact Daphne Daly at 410-386-5145 or [dd@carrollcountymd.gov](mailto:dd@carrollcountymd.gov) (30 minutes)

**Public Comment for Item #12**

**13. General Public Comments**

**14. Adjournment**

**Next Evening Meeting: Wednesday, September 3, 2025, at 6:00 PM - Reagan Room**

**Next Day Meeting: Tuesday, September 16, 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.*