

**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

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[plancomm@carrollcountymd.gov](mailto:plancomm@carrollcountymd.gov)

**MEETING AGENDA**  
**Planning & Zoning Commission of Carroll County, MD**  
**January 16, 2024**  
**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 (December 19, 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. **FY25 Preliminary Recommended CIP & Bond Authorization** - (Ted Zaleski)  
Contact 410.386.2082 or [tzaleski@carrollcountymd.gov](mailto:tzaleski@carrollcountymd.gov) - 30 minutes.

**Public Comment for Item #8**

9. **Concurrency Management Report, FY23** - (Laura Matyas) Contact 410.386.2135 or [lmatyas@carrollcountymd.gov](mailto:lmatyas@carrollcountymd.gov) – 30 minutes.

**Public Comment for Item #9**

10. **General Public Comment**

11. **Adjournment**

**Next Meeting: Tuesday, February 20, 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.*