

Board of County Commissioners

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Planning & Zoning Commission

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Daphne Daly, AICP, Secretary

MEETING AGENDA
Planning & Zoning Commission of Carroll County, MD
November 18, 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 (October 1, 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. **Concept Site Plan - Runnymede Elementary School Pre-K Addition (S-24-0028)** - Description: School classroom additions; Owner / Developer: Board of Education of Carroll County 125 N. Court St., Westminster, MD 21157; Located at 3000 Langdon Drive, Westminster, MD 21157; Tax Map 29 Grid 15 Parcel 418; C.D. 1. – CONCEPT PLAN REVIEW, NO ACTION REQUIRED. Contact: Amy Barcroft at abarcroft@carrollcountymd.gov or 410-386-2335 (20 minutes)

Public Comment Item #8

9. **Concept Site Plan – Robert Moton Elementary School Pre-K Addition (S-24-0030)** - Description: School classroom additions; Owner / Developer: Board of Education of Carroll County 125 N. Court St., Westminster, MD 21157; Located at 1413 Washington Road, Westminster, MD 21157; Tax Map 52 Grid 07 Parcel 477; C.D. 3. – CONCEPT PLAN REVIEW, NO ACTION REQUIRED. Contact: Amy Barcroft at abarcroft@carrollcountymd.gov or 410-386-2335 (20 minutes)

Public Comment Item #9

10. **Final Site Plan - Copper Ridge Solar (S-24-0023)** - Description: Addition of solar panels to Copper Ridge assisted living site; Owner: Sykesville MD Propco LLC c/o The Portpiccolo Group, 440 Sylvan Avenue, Suite 240, Englewood Cliffs, NJ 07632; Developer: HESP Solar, LLC, 400 Rella Boulevard Montebello, NY 10901; Located at 710 Obrecht Road, Sykesville, MD 21784; Tax Map 78 Grid 3 Parcel 662; C.D. 5. – REQUEST FOR APPROVAL OF FINAL SITE PLAN IN ACCORDANCE WITH CHAPTER 155. Contact: Kierstin Marple at [kmarple@carrollcountymd.gov](mailto:kmарple@carrollcountymd.gov) or 410-386-2130 (20 minutes)

Public Comment Item #10

11. **Concept Subdivision Plan – Griffith West Section IV (P-22-0068)** – Description: Subdivision to create 7 new lots; Owner/Developer: Highland Development Corp., P.O. Box 228, Clarksville, MD 21029; East and West sides of Griffith Road, at the intersection of Old Frederick Road; Tax Map 75 Grid 21 Parcel 330; C.D. 4- CONCEPT PLAN REVIEW, REQUEST AUTHORIZATION TO CLUSTER. (Amy Barcroft) Contact abarcroft@carrollcountymd.gov– 410-386-2335 (40 minutes)

Public Comment Item #11

12. **Water & Sewer Master Plan Amendments** – Staff will present amendments to the Water and Sewer Master Plan for Mount Airy, Taneytown, Freedom, and unincorporated areas. Contact: Daphne Daly at 410-386-5145 or ddaly@carrollcountymd.gov (20 minutes)

Public Comment Item #12

13. **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 #13

14. **General Public Comments**

15. **Adjournment**

Master Plan Joint Work Session
Board of County Commissioners with Planning and Zoning Commission

Staff will provide an overview of Master Plan progress to date and facilitate a discussion between the Board of County Commissioners and the Planning and Zoning Commission on the next steps. For discussion only – no public comment. (Daphne Daly) Contact 410-386-5145 ddaly@carrollcountymd.gov

Next Evening Meeting: Wednesday, December 3, 2025, at 6:00 PM - Reagan Room
Next Day Meeting: Tuesday, December 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.