

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
September 16, 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)**
- 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 (City of Westminster)** – Staff from the City of Westminster 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 Item #8

9. **Special Report – SF-25-0050 Releaf Cannabis Dispensary** – Description: utilization of the existing building at 1337 Liberty Road for cannabis dispensary; Owner: Mathias/Schlee LLC, C/O Mathias, 132 Peachtree Rd, Ocean City MD 21842-4561; Developer: Releaf Dispensary, 1337 Liberty Road, Sykesville MD, 21784; Location: 1337 Liberty Road; Tax Map 73 Grid 11 Parcel 24; C.D. 5 – REQUEST FOR SITE PLAN APPROVAL IN ACCORDANCE WITH CHAPTER 158. (Laura Matyas) Contact at 410-386-2135 or lmatyas@carrollcountymd.gov (30 minutes).

Public Comment Item #9

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

Public Comment Item #10

11. **Adequate Public Facilities Ordinance (Discussion)** – Discussion on possible changes to legislative method to tie public infrastructure growth for the region. Contact Christopher Heyn at cheyn@carrollcountymd.gov or 410-386-2949 (30 minutes)

Public Comment Item #11

12. General Public Comments

13. Adjournment

Next Evening Meeting: Wednesday, October 1, 2025, at 6:00 PM - Reagan Room

Next Day Meeting: Tuesday, October 21, 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.