

**SPECIAL REPORT**  
to the  
**Carroll County Planning and Zoning Commission**  
**March 21, 2023**

**Prepared by**  
**Laura Matyas, Bureau of Development Review**

**SUBJECT:** S-14-0030, Westminster Veteran’s Memorial Park  
**LOCATION:** East side of Crest Lane, north of Hook Road, C.D. 3  
**OWNER:** County Commissioners of Carroll County, 225 North Center Street,  
Westminster, MD 21157  
**DEVELOPER:** Department of Recreation and Parks, County Commissioners of Carroll  
County, 225 North Center Street, Westminster, MD 21157  
**ZONING:** R-20,000  
**ACREAGE:** 32.697 acres

❖ **Action Requested:**

The plan is before the Planning and Zoning Commission with a request from the developer for a modification to the landscaping on the approved site development plan.

❖ **Existing Conditions:**

The Westminster Veteran’s Memorial Park is a dawn-to-dusk existing public park located on the east side of Crest Lane, north of Hook Road. Access is from Crest Lane. The park hosts a location for a memorial, a playground area, an 800 square foot (20’ x 40’) pavilion shelter, two parking lots, and an 8-foot-wide asphalt walking trail.

Adjoining properties are all zoned R-20,000 and a majority of the subject property adjoins single-family residential lots. To the west and north lies the Windemere Estates subdivision, approved in 1997. To the south lies Glover Acres, a 1964 subdivision. An 11-acre residential parcel adjoins the property to the east. To the west, across Crest Lane, the Seventh Day Adventist Church operates a church and a school. Also on the opposite side of Crest Lane is the Westminster Baptist Church.

❖ **Project History & Request:**

A site development plan for the park was approved by the Planning and Zoning Commission on September 17, 2019 (plan attached). There was no discussion specific to the landscaping.

The County inspection of the landscaping as-built conditions confirmed that the landscape plantings meet the requirements of the Landscape Manual (plan attached). However, the built condition does not match the extents of landscaping depicted on the approved site plan.

Although not necessary for compliance with landscape requirements for the site plan, landscaping was depicted but not planted at the common property line at Bezold Avenue properties. Landscaping was also depicted but not planted at the shared property line with 1184, 1186, 1188, 1190, and 1192 Chandler Drive.

Staff and the developer are requesting a determination regarding the modification of landscaping on the approved site development plan for the Westminster Veteran’s Memorial Park.