

WASHINGTON COUNTY PLANNING COMMISSION
REGULAR MEETING
July 1, 2024

The Washington County Planning Commission held its regular monthly meeting on Monday, July 1, 2024 at 6:00 p.m. at the Washington County Administrative Complex, 100 W. Washington Street, Room 2000, Hagerstown, MD.

CALL TO ORDER AND ROLL CALL

Mr. Kline called the meeting to order at 6:00 p.m.

Planning Commission members present were: David Kline, Jeff Semler, Denny Reeder, Terrie Shank, BJ Goetz and Ex-officio County Commissioner Randy Wagner. Staff members present were: Washington County Department of Planning & Zoning: Jill, Baker, Director; Misty Wagner-Grillo, Planner; and Debra Eckard, Office Manager.

NEW BUSINESS

MINUTES

Motion and Vote: Mr. Reeder made a motion to approve the minutes of the May 6, 2024 Planning Commission regular meeting and workshop meeting as presented. The motion was seconded by Mr. Semler and unanimously approved with Mr. Goetz abstaining from the vote.

ORDINANCE MODIFICATIONS

Darrin & Nicki Eichelberger/Joseph & Cheryl Eichelberger [OM-24-003]

Ms. Wagner-Grillo presented an ordinance modification request to allow the creation of a 40-acre parcel of land for agricultural purposes only, not for development. The property is located at 17000 Shepherdstown Pike in Sharpsburg and is currently zoned P – Preservation. Stated in the justification request, the applicant is currently under contract with the property owner to purchase the 40-acre parcel. The applicant currently owns 173 acres of land which was recently placed in the County's Rural Legacy land preservation program and is adjacent to the 40-acre parcel. Due to Rural Legacy guidelines, the applicant cannot add this 40-acre parcel to the existing easement. It is the intent of the applicant to place the 40-acre parcel in a land preservation program upon acquisition of the property. The applicant does not wish to create a building lot or put a residence on the 40-acre parcel.

Motion and Vote: Mr. Goetz made a motion to approve the modification request as presented. The motion was seconded by Mr. Semler and unanimously approved.

SITE PLANS

Billotti Farm Brewery [SP-23-050]

Ms. Wagner-Grillo presented for review and approval a site plan for the proposed construction of a 2,773 sq. ft. alcohol production facility with tasting room. The property is located at 23433 Ringgold Pike in Smithsburg and is currently zoned A(R) – Agricultural, Rural. Six parking spaces are required; eight parking spaces will be provided. Three employees are proposed. Hours of operation will be Thursday and Friday, 3 to 9 pm; Saturday, 11 am to 9 pm; and Sunday, 11 am to 6 pm. Guests are estimated to be 50 per week. The site will be served by a private well and private septic system. Lighting will be pole-mounted and walkway solar lights. A photometric plan has been provided. No signage is proposed at this time. Landscaping is proposed along the west side of the property to shelter the neighboring residential property. Forest Conservation requirements will be met using the payment-in-lieu of planting option. Approvals have been received from all reviewing agencies.

Motion and Vote: Mr. Reeder made a motion to approve the site plan as presented. The motion was seconded by Mr. Goetz and unanimously approved.

OTHER BUSINESS**Update of Projects Initialized**

Ms. Kinzer provided a written report for land development plan review projects initialized during the month of May (a total of 58 projects) which included two preliminary/final plats and four site plans. Ms. Baker noted that permitting activity has picked up during May and June.

There was a brief discussion regarding several projects around the County and housing developments within the City of Hagerstown.

Alternates for the Planning Commission

Ms. Baker stated that one of the County Commissioners has suggested that the Planning Commission appoint alternates for meetings when a quorum of the full-time members cannot be provided for a specific meeting. The alternate(s) could attend in the absence of one or more members on an as needed basis. The Commissioners have again changed the appointment process. Ms. Baker explained changes made to the appointment process as well as the amended on-line application. She noted that the interview process is now recommended, but not required. The amended on-line application has a list of generic questions for each candidate to answer; Boards/Commissions are encouraged to ask two or three additional questions as it relates to the specific Board/Commission.

- **Consensus:** Staff will contact the top three candidates previously chosen by the Commission asking them to respond to the questions that now appear on the on-line application. Staff will forward those responses to the Commission members. Commission members will discuss the candidates' responses at the August meeting during Closed Session. Staff will then forward the Commission's recommendations to the Board of County Commissioners as well as the recommendation of the Commission to re-appoint Mr. Kline to an additional one or two year term.

There was a brief discussion regarding payment of the alternate. Ms. Baker stated all members will only be paid if they attend the meeting, including the alternate. Mr. Goetz believes the alternate should be required to attend a certain number of meetings per year. There was a brief discussion regarding the appointment of an alternate and the complexities of issues that the Commission deals with.

An Election of Officers will be held at the August meeting.

Members asked for an update on the Comp Plan. Ms. Baker stated that Staff continues to work on incorporation of public comments that were previously received. The next step will be a public hearing with the Planning Commission on the updated document.

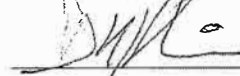
UPCOMING MEETINGS

1. August 5, 2024, 6:00 p.m. – Washington County Planning Commission regular meeting

ADJOURNMENT

Mr. Goetz made a motion to adjourn the meeting at 7:00 p.m. The motion was seconded by Mr. Semler and so ordered by Mr. Kline.

Respectfully submitted,



David Kline, Vice-Chairman