



THE CITY OF FROSTBURG

Planning Commission Meeting Minutes

Wednesday, June 12, 2024 at 7:00 PM

Frostburg Municipal Center Meeting Room 100
37 S. Broadway, Frostburg, MD 21532

1. Call to Order

Chair Best called the meeting to order at 7:00 PM.

2. Roll Call

Chair Conrad Best, Karen Krogh, Ray Rase, Adam Ritchey, Jeff Snyder, and Eric Stevens were present. Richard Russo was absent.

3. Chair's Procedural Statement; Comments; Announcements

The Chair asks that anyone presenting business before the Commission, or any individuals who would like to comment on business before the Commission or other concerns, please come forward at the appropriate time and state your name and address for the record. Each meeting is recorded, so please speak clearly.

4. Approval of the Minutes

A. Commissioner Snyder proposed a correction to the May 2024 Minutes to include a statement that Brian Alderton spoke on behalf of himself and Denny Delaney during the public comment period. Commissioner Rase made a motion to approve the May 2024 meeting minutes as amended. Commissioner Krogh seconded the motion, a vote was taken, and the minutes were unanimously approved with the proposed correction.

5. Citizen Comments

From Floor; intended for topics unrelated to the current agenda items

6. Project Presentations

7. Discussion Items

By Chair and Members of the Commission

A. 25 Centennial Street / 157 First Street

Staff presented an item for discussion regarding the potential lot merger of 25 Centennial Street and 157 W. First Street across a public right-of-way. The purpose of the merger would be to allow the property owner, Shawn Miller, to construct a garage on his property at 157 W. First Street and meet zoning requirements. Mr. Miller spoke to the commissioners about his proposal, and after discussing the proposal, Commissioner Rase stated that the merging of lots across a public right-of-way is not something that is normally done and that the garage construction proposal would be better handled through the Board of Zoning Appeals process. Mr. Miller requested that the Planning Commission make a recommendation to the Board of Zoning Appeals on his proposed project; Commissioner Rase made the motion to provide a favorable recommendation on the project to the Board of Zoning Appeals, the motion was seconded by Commissioner Ritchey, a vote was taken, and the motion was carried unanimously.

8. Administrative Business and Communication Received

A. Planning Intern

Staff discussed the hiring of a Planning Intern for the summer.

B. Comprehensive Plan Update

Staff discussed the status of the Frostburg Comprehensive Plan. Staff stated that a kickoff meeting for the Comprehensive Plan will be happening soon and that the list of steering committee members will also be finalized around the time of the kickoff meeting.

C. House Bill 805: Cannabis Licensee Locations & Restrictions

Staff presented their most recent findings regarding House Bill 805 which regulates cannabis licensee locations. Staff stated that they are still waiting on guidance from the State regarding these regulations. Staff presented a GIS map which showed the possible locations within the City that a cannabis dispensary could be located. Staff also read a public comment regarding House Bill 805 which was submitted by Brian Alderton; Mr. Alderton's comment was in favor of including a 100 foot buffer around residential zones in which cannabis dispensaries would not be able to be located. Commissioner Rase made a motion to table the discussion until the City receives more information and guidance from the State regarding these regulations.

Commissioner Ritchey seconded the motion, a vote was taken, and the motion was carried unanimously.

9. Staff Reports

10. Adjournment

Commissioner Rase made a motion to adjourn, the motion was seconded by Commissioner Ritchey, and Chair Best called the meeting to a close at 7:49 PM.

Bethany Fife, Director of Community Development