



THE CITY OF FROSTBURG

Planning Commission Meeting Minutes

Wednesday, April 09, 2025 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 P.M.

2. Roll Call

Chair Conrad Best, Karen Krogh, Ray Rase, Richard Russo, and Jeff Snyder were present. Adam Ritchey and Eric Stevens were 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. Minutes from the March 2025 Planning Commission Meeting.

Motion and Second to Approve the Minutes for the March 2025 Planning Commission Meeting.

5. Citizen Comments

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

6. Project Presentations

A. MD Department of Planning - Annual Report for CY 2024

Staff detailed the Maryland Department of Planning's Annual Report for Calendar Year 2024, which asks the City's planning department various questions regarding planning related activities throughout the previous year. As part of the report, the City also provided the State with the number of new residential permits issued over the course of the year. Additionally, the City also requested assistance with Comprehensive Planning efforts, as well as clarification from the State regarding House Bill 805.

Commissioner Rase suggested the report include language pertaining to the extension of water service to Lonaconing due to their water treatment plant being off-line. After additional discussion regarding items in the Annual Report, and hearing no further discussion, Commissioner Rase made a motion to approve the MD Department of Planning Annual Report for Calendar Year 2024, to be amended with the additional comment regarding the extension of water service to Lonaconing. Commissioner Snyder seconded the motion, a vote was held, and the motion was carried unanimously.

7. Discussion Items

By Chair and Members of the Commission

Chair Best discussed the subject of the increasing prevalence of self-driving automobiles and that the City and Planning Commission might need to reconsider the existing parking requirements due to the potential for decreased vehicle ownership in the future. Commissioner Rase made the counterpoint that, based on the amount of available parking spaces at the high school and at

Frostburg State, teen and young adult vehicle ownership has seemingly increased, and that the City is likely 20 years away from seeing parking impacts due to self-driving vehicle ownership.

8. Administrative Business and Communication Received

9. Staff Reports

A. Comprehensive Plan Update

Staff gave a brief update on the status of the Comprehensive Plan. Staff discussed the closing of the public survey and stated that the consultant is currently working on compiling the response data that will be included in a report that will be shared with the Planning Commission when it is complete. Staff also discussed the difficulties with receiving a response from Frostburg State University faculty members regarding the distribution of the public survey to students, stating that they will continue making outreach efforts in hopes of getting survey responses from students before the end of the spring semester.

10. Adjournment

Chair Best called the meeting to a close at 7:18 P.M.