

Board of County Commissioners

Joseph A. Vigliotti, President
Michael R. Guerin, Vice President
Thomas S. Gordon III
Kenneth A. Kiler
Susan W. Krebs



Planning & Zoning Commission

Michael Kane, Chair
Ralph Robertson, Vice Chair
Janice R. Kirkner
Matthew Hoff
Steven Smith
Peter Lester
Richard Soisson, Alternate
Thomas S. Gordon III, Ex-officio
Daphne Daly, AICP, Secretary

MEETING AGENDA
Planning & Zoning Commission of Carroll County, MD
May 19, 2026
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 (April 21, 2026)**
- 6. Commission Member Reports**
 - A. Commission Chair
 - B. Ex-Officio Member
 - C. Other Commission Members
- 7. Administrative Report**
 - A. Administrative Matters
 - B. Extensions
 - C. BZA Cases
 - D. Other

8. **Special Report: Zepp Estates, Section 2** – Description: Authorization for transfer of residential lot yield; Owner/Developer: Garland Eugene Zepp & Jerry W. Zepp et al, 2680 Halter Road, Westminster MD 21158; Located on the east and west side of Halter Road, Westminster MD 21158; Tax Map 21, Grid 20, Parcel 334; C.D. 1 - DETERMINATION REGARDING THE TRANSFER OF RESIDENTIAL LOT YIELD FROM ADJOINING PROPERTIES. Contact: Kierstin Marple at 410-386-2130 or kmarple@carrollcountymd.gov (20 minutes).

Public Comment for Item #8

9. **Concept Site Plan: S-23-0019 - Liberty Exchange 1st Amended Site Plan** – Description: Two new retail buildings in an existing Industrial Park; Owner/Developer: LST Inc. C/O St. John Properties Inc. 2560 Lord Baltimore Dr. Baltimore, MD 21244; Located at 5954 & 5955 Exchange Dr., Eldersburg, MD 21784; Tax Map 73, Grid 2, Parcel 461; C.D. 5 - CONCEPT PLAN REVIEW, FOR REVIEW AND DIRECTION. Contact: Amy Barcroft at 410-386-2335 or abarcroft@carrollcountymd.gov (20 minutes).

Public Comment for Item #9

10. **Education Facilities Master Plan (Introduce)** – Staff from the Board of Education will present the Draft EFMP to the Commission. Contact: William Caine at 410-7581-3000 or wecaine@carrollk12.org (20 minutes).

Public Comment for Item #10

11. **Master Plan: Transit Transportation (Informational Only)** – Staff from Department of Public Works will share information about Carroll County Transit, as requested by the Planning and Zoning Commission. Contact: Daphne Daly at 410-386-5145 or ddaly@carrollcountymd.gov (30 minutes).

Public Comment for Item #11

12. **Test Amendment: Accessory Dwelling Units (ADUs) (Discussion)** - Staff will describe text amendments necessitated by HB 1466 related to ADUs and discuss direction with the Planning and Zoning Commission. Contact: Tiffany Fossett at 410-386-2137 or tfossett@carrollcountymd.gov (30 minutes).

Public Comment for Item #12

13. **General Public Comments**

14. **Adjournment**

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BREAK

Master Plan Work Session

Preliminary Recommendations Discussion – Staff will lead a discussion on the development of preliminary recommendations based on Work Group reports, existing plans, and community input.

Next Evening Meeting: Wednesday, June 3, 2026, at 6:00 PM - Reagan Room

Next Day Meeting: Tuesday, June 16, 2026, 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.