

## **TOWN OF NEW WINDSOR PLANNING COMMISSION MINUTES**

May 26, 2020

**Call to Order:** Planning Commission was called to order by Chairman, Mark Schultz at 6:00 p.m. The meeting was held via ZOOM.

**Present:** Chairman Schultz, Vice-Chairman, Glenn Monroe, David Hoffman, Town Council Liaison, Members – Kevin Cornick, Dwight Ricker, Jessie Demuth and Drew Strine. Also present was Town Clerk Alban, Town Attorney Ostrander, and Town Manager Dye. There were 50 other attendees in the ZOOM meeting.

**Recording and Agenda Policies:** Chairman Schultz announced that the Planning Commission operates under an agenda and recording policy and anything that would like to be put on the agenda needs to be submitted one week prior to the meeting.

**Approval of Previous Minutes:** A motion to approve the November 08, 2019 minutes was made by Member Cornick. It was 2<sup>nd</sup> by Member Strine and approved by a vote of 7-0.

**Carroll County** – Price Wagoner, representative from the County

- County Office building is re-open but limited to number of people in the building. Meetings are being held virtually.
- There is an amendment to the Carroll County Water/sewer Master Plan which will be presented in July to the New Windsor Planning Commission for approval. The Carroll County Commissioners will hear the presentation in August, and it will then be forwarded on to Maryland Department of the Environment in September. Since New Windsor does not have any updates to the Plan, the meeting in July will allow enough time for Commission approval and a letter of approval signed by Chairman Schultz.
- The Planning Commission asked Price to check with the State on the time frame for New Windsor's Comprehensive plan update.

**Old Business: None**

**New Business:**

- **Oath of Office:** Oath of Office administered to newest Planning Commission member, Jessie Demuth.
- **Modified Hartzler Crematorium site plan** – Jeffrey Hartzler, of Hartzler Funeral Home and his Attorney Clark Shaffer presented information to the Commission on the proposed modifications for the Crematorium and were on hand to answer questions. Zoning Administrator Schneeman submitted his letter of approval to the Commission prior to the meeting. After a discussion, with comments and questions from Town residents, a Motion was made by Member Strine to approve the “Modified Site Plan designed by RTF for the Hartzler Crematorium”. It was 2<sup>nd</sup> by Member Monroe and approved by a vote of 7-0.

**Announcements: None**

A Motion to adjourn the meeting at 8 p.m. was made by Member Strine, 2<sup>nd</sup> by Member Ricker and approved by a vote of 7-0.

Respectfully submitted, Clerk/Treasurer Donna Alban

