

TOWN OF NEW WINDSOR
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TOWN OF NEW WINDSOR PLANNING COMMISSION MINUTES

March 28, 2022

CALL TO ORDER: The Planning Commission meeting was held at 209 High Street in the Jack Coe meeting room and was called to order by Chairman, Mark Schultz at 7:00 p.m.

PRESENT: Chairman Schultz, David Hoffman (Town Council Liaison), Members Drew Strine, Dave Grayson, Ryan Christensen, Glenn Monroe and Kevin Shaughness were in attendance.

RECORDING & AGENDA POLICIES:

- Chairman Schultz announced that the Planning Commission operates under an agenda and was being recorded. Following policy, anything brought to the PC chair's attention one week prior to the scheduled meeting, would be placed on the agenda.

APPROVAL OF PREVIOUS MEETING MINUTES: January 24, 2022 – **Motion was called by member Grayson to approve minutes and second by member Christensen and approved by a vote of 7-0.**

CARROLL COUNTY DEPARTMENT OF PLANNING UPDATE: Price Wagoner in attendance and made an announcement that Abigail Rogers will be taking over effective immediately.

NEW BUSINESS:

- **Vice-Chair Position:** Glen Monroe is stepping down and motion was called to elect Drew Strine and approved 7-0.
- **Letter to Town Council:** Chairman Schultz signed a letter to the town council on ways to formalize process on how to fill vacancies in a non-election year for the planning commission.
- **New Home Driveway:** Early stages of 2 new homes and driveway access overlapping easement off of the town road.
- **Plan 31, Third Section:** Two new plots for a continuation of waterline.

OLD BUSINESS:

- **Continued review of Comprehensive Plan:** Overview and discussion of the outline of chapters from the 2007 plan. Things continue to move forward and Planning Commission is looking to have second half completed by end of May.
- **Main Street Project:** Overview of where the project stands.

ANNOUNCEMENTS:

- Donna Alban will be retiring as of March 31, 2022
- Carnival will be held June 9th to 12th
- The next scheduled meeting will be April 25, 2022

A Motion to adjourn the meeting at 8:05 p.m. was made by Member Strine, with a 2nd by Member Grayson and approved by a vote of 7-0.

Respectfully submitted,
Clerk/Treasurer Dana Mangus