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TOWN OF NEW WINDSOR  
209 High Street - P. O. Box 609  
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**TOWN OF NEW WINDSOR PLANNING COMMISSION MINUTES**  
April 27, 2026

**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 6 p.m.

**PRESENT:** Chairman Mark Schultz, Vice-Chairman Drew Strine, Council Liaison Dave Hoffman, Members Dave Grayson, Glenn Monroe, Rebecca Price, Kevin Shaughness, Attorney Michelle Ostrander and Ethan Strickler, Carroll County Department of Planning.

**RECORDING & AGENDA POLICIES:** Chairman Schultz announced that the Planning Commission operates under an agenda. Following policy, anything brought to the Planning Commission chair's attention one week prior to the scheduled meeting would be placed on the agenda.

**APPROVAL OF PREVIOUS MEETING MINUTES:** A motion was made by Mr. Strine to approve the March 23, 2026, minutes. The motion was seconded by Mr. Shaughness and approved by a vote of 7-0.

**CARROLL COUNTY DEPARTMENT OF PLANNING UPDATE:** Chairman Schultz introduced Ethan Strickler as the liaison to the New Windsor Planning Commission. The Planning Commission then introduced themselves to Mr. Strickler.

**COUNCIL UPDATES: (presented by Dave Hoffman)**

- The Town Council adopted the Carroll County 2024 Water Resource Element report on April 1, 2026.
- There are new statues in Memorial Park representing four branches of the military that were donated by a Town resident.
- A new Clerk/Treasurer, Ginger Reinhardt, started on April 8, 2026.
- There will be a public hearing on the FY 2027 budget during the May 6, 2026, Town Council meeting.
- On Thursday, April 9, the State Highway Administration held an open house/information session to present the design for the sidewalk improvement project on MD 31.
- During the April 20 Town Council Work Session, the Town Council voted to have GMB move forward on the planning design and bidding services for the Wastewater Treatment Enhanced Nutrient Reduction (ENR) Upgrade. The Town's cost for this project will be approximately \$6 million.
- The Council is looking into speed humps for traffic calming due to a few recent complaints of speeding on several Town streets.

### **COMPREHENSIVE PLAN REVIEW:**

- After picking up review of the Comprehensive Plan in Chapter 14, page 85, the Commission finished reviewing the document. Chairman Schultz stated that he would have printed copies of the edited Comprehensive Plan for Commission members to review and discuss at the June 22 meeting. Once the Commission has finalized the plan, a presentation will be made to the Town Council.

### **ANNOUNCEMENTS:**

- There will not be a Planning Commission meeting in May. The June meeting will be held on Monday, June 22.
- The NWFD Carnival will be held Tuesday, May 19 through Saturday, May 23 with the parade taking place on Wednesday, May 20.
- Town Beautification Day will be held on Saturday, May 16 beginning at 8 am.

A motion to adjourn the meeting at 7:26 p.m. was made by Mr. Shaughness, seconded by Ms. Price and approved by a vote of 7-0.

*Respectfully submitted,  
Anne Marie Belton  
Town Administrator/Code Enforcement Officer*