



Taneytown Planning Commission February 3, 2026, at 7:30 PM Meeting Minutes

The Taneytown Planning Commission met on February 3, 2026, at 7:30 PM, in the City Council chambers. This meeting was originally to be held on January 26, 2026, but was rescheduled due to inclement weather. Present were Chairman Parker and Commission members Myers, Meade, Garner, and Glass. Commission Member Isenberg was present virtually. Planning Director Gray and City Manager Wieprecht were also in attendance. This meeting was open to the public and in person. No members of the Public signed up to speak.

Review and Approval of Minutes:

Commission member Myers asked to make a correction to the NFPA standard of 20 feet instead of 28 feet. There was a comment about the drivable space, but the minutes reflect what was mentioned in the meeting. Minutes from the January 5, 2026, meeting were approved unanimously following a motion by Commission member Garner, which was seconded by Commission member Meade.

Delegations and Action Items:

Request for Preliminary Site Plan Acceptance for EVAPCO Parking Lot Expansion. Planning Director Gray provided an overview of the Staff Report dated January 26, 2026, with a staff recommendation for the Commission to 1. Review the Preliminary Site Plan and accept the Preliminary Site Plan; 2. Specify the date to consider approval of the Preliminary Site Plan will be following the date when all review agencies have provided final Preliminary Site Plan review and approval; and 3. The Commission will allow the Preliminary Site Plan Study to be submitted for review as part of the meeting for Preliminary Site Plan consideration and possible approval. The Commission Chair wanted clarification on what is being asked of the Commission today. Commissioner Garner had questions about handicapped parking spaces being relocated and Commissioner Myers inquired about the sidewalk and parking/landscaping conflicts. Andrew Gray, Melanie Repp, and Keith Heindel provided clarification. Commissioner Myers made a motion to accept the preliminary site plan and consider approval once all agencies have provided final review of the Preliminary site plan. Seconded by Commissioner Isenberg. The motion passed 5-0.

Tractor Supply Company – Review of Pending BA Case 2026 – 235. Planning Director Gray provided an overview of the Staff Report dated January 26, 2026, with a staff recommendation for the Commission to please provide advisory comments and recommendations for the Board of Appeals to consider during the review of the attached application. Sam Dudley, In-House Counsel for the developer provided comments. The Commission wanted clarification on parking spaces which was subsequently provided. Commissioner Myers made a motion that Planning Commission recommends the Board of Appeals approve the parking exemption. Seconded by Commissioner Meade. The motion passed 5-0.

2025 City Planning Annual Reporting Information for Carroll County Planning. Planning Director Gray provided an overview of the Staff Report dated February 3, 2026, with a staff recommendation for the Commission to vote to approve the requested 2025 Annual Report data for submittal as presented on February 3, 2026, to be included in the Carroll County 2025 Annual Report. The Commission had comments about the streets in Meades Crossing and when they became new streets. Staff subsequently provided clarification. Commissioner Meade made a motion for approval of the Chair to sign the letter for the County. Seconded by Commissioner Garner. The motion passed 5-0

Move Meeting Time to 6:30 PM or 7:00 PM from 7:30 PM. Planning Director Gray provided an overview of the Staff Report dated January 26, 2026, with a staff recommendation for the Commission to please consider moving your regularly scheduled meetings to either 6:30 PM or 7:00 PM. Commission members mentioned work conflicts make it difficult to come earlier. Commissioner Garner made a motion that Planning Commission leave the meeting time as is out of respect to the Commission members that are working. Seconded by Commissioner Myers. The motion passed 5-0

Ordinances and Agreements for Review: None for review

Planning and Zoning Report - Planning Director Gray provided the Planning and Zoning Report that included: Sidewalk code enforcement has commenced over the last week. Taneytown Supply is in review and comments were provided to the designer a couple days ago. McDonalds will be before the Commission soon for acceptance of their preliminary site plan. Citizens' questions continue to be answered. Due to County timeframe, we could not be included in their joint Water Resources Element Public Hearing. We have now scheduled the hearing for the February regular Planning Commission meeting.

Discussion of Active Projects – Staff is starting to review the preliminary site plan for McDonalds; reviewing final site plan of Taneytown Supply; still waiting to hear from Taco Bell; EVAPCO site plan is currently in review; Memorial Park expansion has not received approval; and Garnet Ridge has not submitted anything new for review.

County Update – There was no County update this month.

Old Business

Discussion on the Taneytown Community Comprehensive Plan 2025 update. Next meeting is on February 17, at 6:30 PM. Waiting to receive hard copies of the Plan.

Water Resources Element Public Hearing (Change). Mentioned in the Planning and Zoning Report (above).

Commissioner Myers made a comment about Hartman Road and fence height in reference to Taneytown Supply and fence height in relation to Taco Bell. Commissioner Garner inquired about fire hydrants.

Adjournment

The next Planning Commission meeting will be held on February 23, at 7:30 PM. With no further business, the meeting was adjourned at 8:26 PM following unanimous approval of a motion by Commission member Meade. Seconded by Commission Member Myers.

Submitted by:

Andrew R. Gray, AICP

Director of Planning and Zoning